

# DIVISION OF BUILDING AND FIRE REGULATIONS

## 2018 ANNUAL REPORT

The development, promotion and uniform enforcement of regulations that achieve safe, affordable buildings in Virginia.





## MISSION

The development, promotion and uniform enforcement of regulations that achieve safe, affordable buildings in Virginia.

## VISION

Safe, affordable buildings for Virginia communities.



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# MESSAGE FROM THE DEPUTY DIRECTOR

## Cindy L. Davis



Friends and Colleagues,

The Division of Building and Fire Regulations (BFR), within the Virginia Department of Housing and Community Development (DHCD), is pleased to present the 2018 Annual Report highlighting the programs, processes and staff that serve and support those residents of and visitors to the commonwealth. Some of the more significant items detailed inside this year's report include:

- Completion of the 2015 Virginia Code update process
- Overview of code opinions provided by DHCD staff
- A new amusement device mentoring program
- National code development process comes to Virginia
- Development of the 2015 code update training
- Blueprint for the Future winning design was constructed in Richmond
- Congratulating Charlotte Carter for winning the Governor's Customer Service Award

Also noteworthy in 2018 was saying a final farewell to retired Deputy Director Emory Rodgers, who leaves a legacy Virginia can be proud of. We also congratulated longtime DHCD employee Vernon Hodge, who retired, and welcomed several new staff members to DHCD that bring a wealth of technical skills and talents to the agency. We all look forward to continuing our collaborative relationships with all stakeholders to continue to provide Virginia with safe, efficient and affordable built environment.

Respectfully,

A handwritten signature in black ink that reads "Cindy L. Davis". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Cindy L. Davis, C.B.O. Deputy Director  
Division of Building and Fire Regulations  
VA Department of Housing and Community Development

# DIVISION OF BUILDING AND FIRE REGULATIONS

## 2018 AT-A-GLANCE

### INDUSTRIALIZED BUILDINGS (IB)

16 Plants inspected in four states  
13 Approved Compliance Assurance Agencies  
115 Plan reviews audited

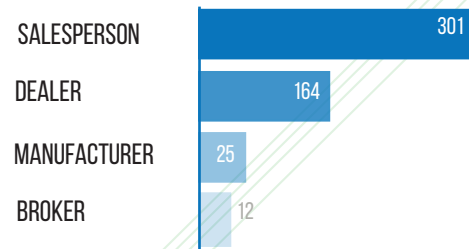
### IB SEALS SOLD



### MANUFACTURED HOUSING (MH)

20 Dealer Lots Inspected  
2 MH Board Meetings  
7 Complaints resolved

### MH LICENSES ISSUED



425 CODE OPINIONS DATABASE UPDATES

1,528 CUSTOMER CALLS ANSWERED

2,827 CUSTOMER EMAILS ANSWERED

### JACK A. PROCTOR VIRGINIA BUILDING CODE ACADEMY (VBCA)



### CLASSES HELD

79



### STUDENTS TRAINED

3,231



### ONLINE MODULES COMPLETED

366



### CERTIFICATIONS ISSUED

678



### CE APPLICATIONS PROCESSED

925



### VOLUNTEER SME/INSTRUCTOR HOURS

1,950

# DIVISION OF BUILDING AND FIRE REGULATIONS

## 2018 Outreach

### STAKEHOLDER SUPPORT

The Division of Building and Fire Regulations maintains positive relationships with various stakeholder and client groups across the country, state and region. This involvement provides benefits to staff, the agency, our stakeholders and the residents of Virginia.

Stakeholder support includes serving on boards of directors, providing training and scholarship opportunities, collaborating with industry to find solutions to problems and concerns, serving as officers in various organizations, serving on national code, professional development, certification and testing councils and committees, collaborating with organizations to find subject-matter experts for training and curriculum development, and providing technical code collaboration and presentations specific to industry needs.

#### Agency support:

- Building and Fire Regulations staff served on the Commonwealth of Virginia (CVC) charity campaign for DHCD.
- Building and Fire Regulations team members participated in the Virginia Governor's Housing Conference through various support roles including exhibit hall management, speaker assistants and more.
- Learning Management System Committee
- Website Development Committee members
- IT Review Committee

#### International Code Council Board and national participation

- Board officer and secretary/treasurer
- Alliance for National and Community Resilience member
- Residential Energy Code Committee member
- National Certification Program for Construction Code Inspectors
- Women in Code Enforcement and Development national and Virginia chapters

#### Stakeholders supported include:

- International Code Council (ICC)
- National Institute of Building Sciences (NIBS)
- American Institute of Architects (AIA)
- Virginia Building and Code Officials Association (VBCOA)
- Virginia Plumbing and Mechanical Inspectors Association (VPMIA)
- Virginia Chapter of the International Association of Electrical Inspectors (IAEI)
- Home Builders Association of Virginia (HBAV)
- Virginia Manufactured/Modular Housing Association (VAMMHA)
- Virginia Elevator Safety Association (VAESA)
- Women in Code Enforcement and Development (WICED-National + Virginia Chapter)
- Virginia Association of Realtors (VAR)
- Virginia Fire Prevention Association (VFPA)
- Apartment and Office Building Association (AOBA)
- Virginia Retail Merchants Association (VRMA)
- Interstate Industrialized Buildings Commission
- Blueprint for the Future Design Competition Team
- National Certification Program for Construction Code Inspectors (NCPCCI)
- 2018 Richmond ICC Conference Committee
- Modular Homebuilders Association
- Virginia Code Education Conference (VCEC) Committee
- The Alliance for National and Community Resilience (ANCR)
- Virginia Energy Efficiency Council (VAECC)
- Virginia Cooperative Extension
- Viridian
- Housing Opportunities Made Equal (HOME)

# DIVISION OF BUILDING AND FIRE REGULATIONS

## 2018 Highlights

### EMORY R. RODGERS LEADERSHIP IN BUILDING SAFETY FELLOWSHIP

Emory R. Rodgers spent more than four decades devoting himself to the building safety profession and to the creation and ongoing development of the International Codes. As a leader in the industry and in the International Code Council community, he put forth unprecedented efforts in educating and preparing the next generation of building safety professionals. To commemorate his everlasting influence as a mentor and adviser, the International Code Council created the Emory R. Rodgers Leadership in Building Safety Fellowship. This fellowship is available annually to a building safety professional who has embarked upon a demonstrated executive-level career path and wants to further develop leadership skills through an eligible executive development program. The fellowship will afford up to \$20,000 to cover the full cost of the educational program and the award recipient's travel to and from the program.



Emory R. Rodgers  
Dec. 15, 1942-March 8, 2018

### CHARLOTTE CARTER RECOGNIZED WITH GOVERNOR'S AWARD FOR CUSTOMER SERVICE

Charlotte Carter, a training and development coordinator for DHCD, was recognized by Gov. Ralph Northam with the Governor's Award for Customer Service during a ceremony held at the governor's mansion on June 4, 2018. As quoted in the governor's press release, "Charlotte Carter exemplifies true customer service, providing personalized and individual attention to each person she comes in contact with while in the office or out in the field."



L to R: Gov. Ralph Northam, Charlotte Carter, Lt. Gov. Justin Fairfax

### BLUEPRINT FOR THE FUTURE: A HOME FOR EVERYONE



DHCD partnered with project:HOMES in the construction of this affordable, efficient, accessible and durable home in Richmond. Partners in the Blueprint for the Future design competition, along with DHCD, project:HOMES and the winner of the Blueprint for the Future design competition, Architect Greg Simon of Studio I230 Architecture and Design, were on hand to commemorate the completion of the home.

# DIVISION OF BUILDING AND FIRE REGULATIONS

## 2018 Highlights

### 2018 INTERNATIONAL CODE COUNCIL CONFERENCE HELD IN RICHMOND

For the first time ever, Virginia hosted the annual International Code Council (ICC) Conference and 2018 code hearings in Richmond. ICC is dedicated to developing model codes and standards that we rely upon to ensure we are building sustainable, affordable and resilient structures. The event drew attendees from throughout the world and featured expert speakers, education sessions, networking opportunities and the free Building Safety and Design Expo. Top hoarding expert Matt Paxton, from the hit television show "Hoarders," shared his expertise on hoarding, a topic that is inextricably linked to building, fire prevention and the codes. Attendees also heard from industry leaders from ASTM International, the Federal Emergency Management Agency and the World Bank. Immediately following the conference ICC held the 2018 Group A Public Comment Hearings providing an opportunity for attendees to participate in the development of the 2021 I-Codes.

DHCD staff worked tirelessly to support this great event!



The 2018 ICC Richmond Welcome event was held at the Main Street Station Train Shed.



Representatives from Virginia met with the international delegation during the conference.



Attendees of the ICC Conference participated in the 2021 Group A Public Comment Hearings.



Thousands attended the 2018 ICC annual business meeting held in Richmond.

### CINDY DAVIS VOTED AS SECRETARY/TREASURER TO ICC BOARD OF DIRECTORS

Cindy Davis, deputy director of building and fire regulations for DHCD, was voted to take the position of secretary/treasurer on the International Code Council board of directors. The vote was held during the ICC Annual Conference held in Richmond. In her position as secretary/treasurer Davis will chair the budget, audit, and mergers and acquisitions committees.



ICC 2018-19 Executive Board -- L to R: Jay Elbetta, William Bryant, Cindy Davis and Greg Wheeler

# BUILDING SAFETY MONTH

## 2018 BSM Campaign

### 2018 BSM CONTEST CAMPAIGN

The annual Building Safety Month Campaign Contest held in May celebrated the campaigns of numerous localities across Virginia and saw greater participation than ever before. Entrants provided descriptions of their Building Safety Month campaign, and DHCD selected winners for each of the three categories based on the department size: Large (more than 40 employees), Mid-sized (11-40 employees) and Small (10 or fewer employees).

Local campaigns included a variety of events and promotions, including workshops for the public, guest speakers, cook-outs, newspaper and radio ads, workshops, giveaways and special events. Winners received a free day of training and lunch for up to 40 office staff members, provided by the Jack A. Proctor Virginia Building Code Academy (VBCA).

### 2018 BSM CAMPAIGN CONTEST

LARGE DEPARTMENT: [Prince William County](#)

MID-SIZED DEPARTMENT: [Warren County](#)

SMALL DEPARTMENT: [City of Hopewell](#)



Prince William County Public Awareness Fair



Warren County proclamation event



City of Hopewell

### 2018 BSM PROCLAMATION EVENT

As part of the annual celebration of Building Safety Month in May, DHCD, along with representatives from the building and fire community, celebrated the event with a proclamation from Gov. Northam, presented by Deputy Secretary of Commerce and Trade Cass Rasnick and Deputy Secretary of Public Safety and Homeland Security Ryant Washington.



# BUILDING SAFETY MONTH

## BSM Essay Contest

The second annual Building Safety Month (BSM) Student Essay Contest proved to be a great success. DHCD partnered with the Virginia Building and Code Officials Association (VBCOA) and the Virginia Plumbing and Mechanical Inspectors Association (VPMIA) to award five deserving students with scholarships to help towards the cost of their higher-education goals. A \$2,000 scholarship was awarded to first place, second place received at \$1,000 scholarship, and three scholarships of \$500 each were awarded to the honorable mentions.

In total, 48 students from across Virginia submitted essays, which was up from the 2017 contest, which saw 36 total entries. There was an overwhelming response of interest from the administrations of Virginia-area high schools, as well as two- and four-year institutions.

The Building Safety Month contest has proven to increase awareness among students in regards to the importance of building codes, as well as the work of building code officials. Congratulations to our 2018 winners!



### FIRST PLACE:

#### **Thea Konefal**

Maggie Walker  
Governor's  
High School  
Richmond, Virginia

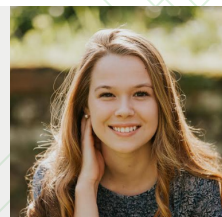
First-place winner Thea Konefal was presented with the award during the International Code Council's Building Safety Month reception held at the Laborers' International Union of North America (LIUNA) headquarters in Washington, D.C.



### SECOND PLACE:

#### **Caroline Maloney**

Freedom  
High School  
South Riding, Virginia



### HONORABLE MENTION:

#### **Madilyn Abbe**

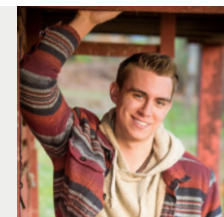
Loudoun Valley  
High School  
Purcellville, Virginia



### HONORABLE MENTION:

#### **Pierina Rossini**

Liberty University  
Lynchburg, Virginia



### HONORABLE MENTION:

#### **Nicholas Dize**

Loudoun Valley  
High School  
Purcellville, Virginia

# STATE BUILDING CODE TECHNICAL REVIEW BOARD (SBCTRB)

## 2018 Board Overview

The State Building Code Technical Review Board's (SBCTRB) primary purpose is to hear appeals from enforcement actions under the Virginia Uniform Statewide Building Code, the Virginia Statewide Fire Prevention Code, the Virginia Industrialized Building Safety Regulations, the Virginia Manufactured Home Safety Regulations and the Virginia Certification Standards.

A secondary function of the SBCTRB is to provide interpretations to the provisions of the USBC and SFPC and make recommendations to the Virginia Board of Housing and Community Development for future modifications, amendment or repeal of such provisions. Interpretation requests may be submitted by any code enforcement personnel with approval from the corresponding building, maintenance or fire official.

The State Building Code Technical Review Board (SBCTRB) consists of 14 citizens appointed by the governor to ensure Virginia's building code is administered fairly and well-understood by the citizens of Virginia.



L to R: Board Member Shawn Farr, Board Counsel Justin Bell, Board Chair Robby Dawson and Board Secretary Travis Luter

### SBCTRB ACTIONS

- 6 SBCTRB Board meetings
- 22 Appeals filed
- 10 Appeals processed
- 11 Final orders
- 7 Interpretation requests
- 3 Informal fact-finding conferences

### SBCTRB CHANGES

- 1 Board member resigned
- 2 New board members
- New secretary appointed

### SBCTRB MEMBERSHIP

- James R. Dawson | Chair
- W. Shaun Pharr, Esq. | Vice Chair
- Vince Butler
- Daniel Crigler
- Alan D. Givens
- Christina Jackson
- Joseph Kessler
- Eric Mays, PE
- E. G. Middleton III
- Joanne Monday
- Patricia S. O'Bannon
- Kenney Payne
- Richard C. Witt
- Aaron Zdinak, PE

### STAFF TO THE BOARD

- Justin I. Bell, Esq., Board Counsel
- Vernon Hodge, Acting Board Secretary (January-May)
- W. Travis Luter Sr., Board Secretary (May-December)

# STATE BUILDING CODE TECHNICAL REVIEW BOARD (SBCTRB)

## 2018 Board Updates

### SBCTRB DEPARTURES



Vernon Hodge

In early spring, DHCD saw the retirement of Vernon Hodge after nearly 30 years of service to the commonwealth.

Keith Brower resigned from the SBCTRB after eight years of dedicated service representing the commonwealth at-large. Brower was appointed to SBCTRB by former Gov. Tim Kaine.

### SBCTRB STAFF ACCOMPLISHMENTS

Kudos to SBCTRB staff for making huge strides in ensuring the preservation of historical information and documents by creating databases for internal use that includes all records from 1974 to present and creating a policy manual for the board based on historical minutes.

### SBCTRB ARRIVALS



J. Kenneth Payne Jr.

J. Kenneth Payne Jr., AIA, LEED, AP BD+C of Chesterfield County was appointed by Gov. Northam to serve as a representative of the American Institute of Architects Virginia (AIA Virginia). Currently, Payne is the vice president of quality control, risk management and training for Moseley Architects, where he has held multiple positions over his 35 year career. Payne has been a valuable part of the code change process since 2000, drafting nearly 100 proposed code changes with over 80 approved at the state level, participating on numerous ad-hoc committees, offering testimony before numerous committees and boards, working with the Virginia Building Code Academy (VBCA) in the development of code update training and serving as an instructor for VBCA.



Christina Jackson

Christina Jackson of Norfolk was appointed by Gov. Northam to serve as a representative of the commonwealth at-large. Jackson is a certified property maintenance official and certified zoning administrator with over 16 years of experience in the code and inspection field. She is a member of VBCOA, where she currently serves as chair for Region VIII and is a founding board member of Women in Code Enforcement and Development of Virginia (WICED of VA), serving as vice president. Jackson is also a member of the Virginia Association of Zoning Officials (VAZO) and serves as chair for an advisory board for the VBCOA/ICC High School Technical Program. She is a certified instructor for VBCA and the current instructor for the building codes course at Tidewater Community College.

# VIRGINIA MANUFACTURED HOUSING BOARD (VMHB)

## 2018 Board Overview

The Virginia Manufactured Housing Board (VMHB) promulgates the licensing regulations to carry out the requirements for licensing of manufactured homes manufacturers, dealers, brokers and salespersons.

VMHB is comprised of nine members, appointed by the governor, representing specific groups designated in enabling legislation. VMHB adopts and, with assistance of DHCD staff, carries out the enforcement of the Manufactured Housing Licensing and Transaction Recovery Fund regulations. The board is responsible for licensing manufactured home dealers, brokers, manufacturers and salespersons working for those companies, and they are authorized to receive consumer complaints on manufactured homes and make case decisions as necessary to resolve certain complaints.

In 2018, only one complaint was unresolved and moved to VMHB. One board member resigned during the year, and one new board member was appointed: Jim Trepinski, general manager of Fleetwood, was appointed as a manufacturer's representative. Staff updated the Transaction Recovery Fund regulation and sent to the governor's office for approval.

### VMHB ACTIONS

2 VMHB Board meetings

1 Complaint resolved

\$1,029 Paid to consumers through the Transaction Recovery Fund

### VMHB MEMBERSHIP

- Walter Cleaton | Chair
- David C. Bridges | Vice Chair
- Shawna J. Cheney
- Jim Trepinski
- Keith W Hicks
- Sean Hicks
- James W. Roncaglione
- Cindy Tomlin

# MANUFACTURED HOUSING (MH)

## 2018 Snapshot

DHCD regulates Virginia's manufactured housing industry through the Virginia Manufactured Home Safety Regulations (MHSR) and the Virginia Manufactured Housing Licensing and Transaction Recovery Fund Regulations (MHLTRFR).

All licenses, except temporary or special licenses, are issued for a one-year period and must be renewed annually.

**502**  
Manufactured Housing  
Licenses Issued

\$85,875 Collected for all MH Licensing Fees

\$17,629 Collected from HUD for SAA functions

\$38,640 DMV revenue received

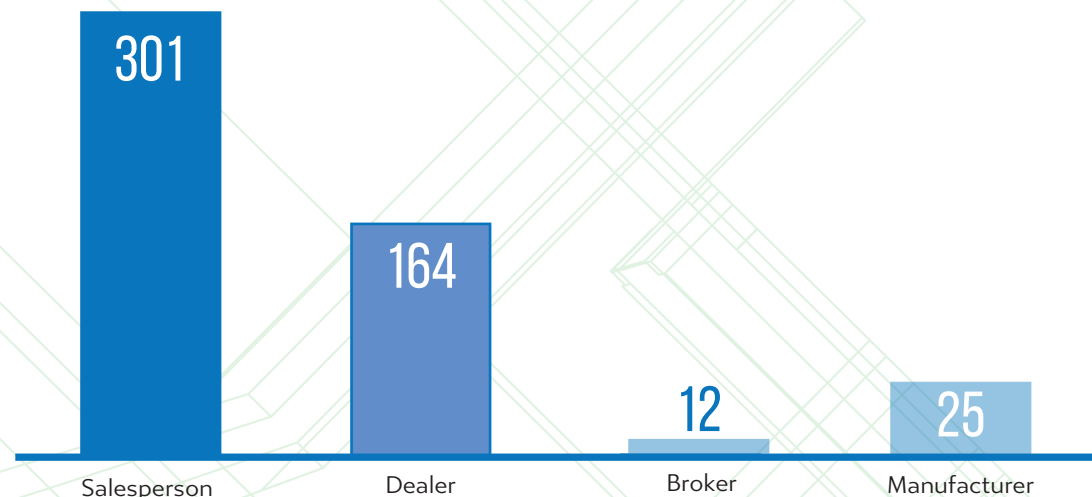
8 Complaint Cases

20 Dealer Lots Inspected

4 Subpart I Record Reviews conducted

1 Plant Inspected

### MH LICENSES ISSUED



# INDUSTRIALIZED BUILDINGS (IB)

## 2018 Snapshot

Industrialized Building Safety Regulations (IBSR) regulates industrialized buildings (IB), often referred to as modular buildings. IBSR provides for the administration and enforcement of uniform statewide standards. DHCD is the building official for IBs and accredits third-party Compliance Assurance Agencies (CAA) to review designs, inspect construction and certify the buildings through the application of the Virginia Registration Seal, and the performance of the CAA is monitored by DHCD.

4,113

Industrialized Building  
Seals Sold

16

Industrialized Building  
Plants Audited

### IB SEALS SOLD



### APPROVED THIRD-PARTY AGENCIES

13 Approved Compliance Assurance Agencies

115 Plan reviews audited

### PLANT AUDITS

3 Tennessee

6 Virginia

4 Pennsylvania

3 Georgia

\$273,250

COLLECTED FOR SEALS SOLD



# JACK A. PROCTOR VIRGINIA BUILDING CODE ACADEMY

## 2018 Highlights

79

Live Classes Held

3,231

Students Trained

366

Online Modules Completed

678

Certifications Issued

925

CE Applications Processed

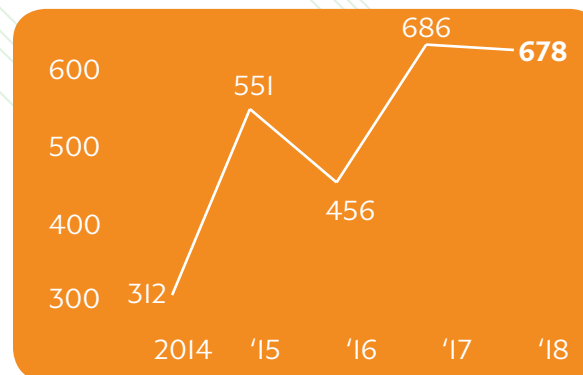
1,950

VOLUNTEER SUBJECT MATTER/INSTRUCTOR HOURS

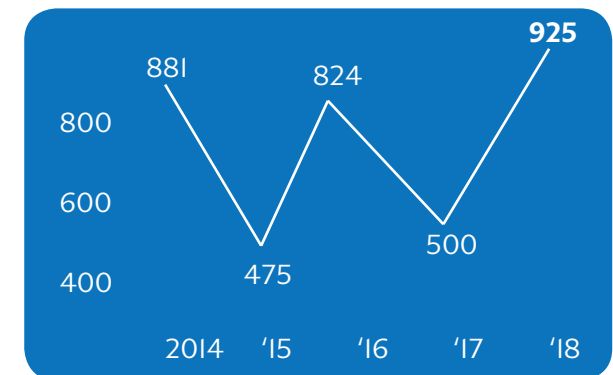
TOTAL ATTENDANCE



CERTIFICATIONS ISSUED



COUNTINUING EDUCATION APPLICATIONS PROCESSED



Students from the Virginia Building Code Academy (VBCA) attending various academy classes.

(L to R: Amusement Device Inspection, Building Inspection — Residential and Core)

# CODE DEVELOPMENT

## 2015 Code Development Process

DHCD prides itself on its building code development process. The implementation of cdpVA software has fostered inclusion and transparency in the code development process throughout the state. Through the platform, stakeholders can submit, view and comment on code change proposals anytime, anywhere. DHCD worked with the International Code Council (ICC) to publish the Virginia codes.

### 2015 CODES | CREATED STATE PUBLICATIONS

- Virginia Construction Code (USBC Part 1)
- Virginia Existing Building Code (USBC Part 2)
- Virginia Maintenance Code (USBC Part 3)
- Virginia Industrialized Building Code
- Virginia Amusement Device Regulations
- Virginia Statewide Fire Prevention Code
- Virginia Building and Fire Code Related Regulations



# VIRGINIA BOARD OF HOUSING AND COMMUNITY DEVELOPMENT

## About BHCD

We acknowledge and thank our BHCD members for their hard work, support and efforts in maintaining the quality of codes Virginia is known for.

### 2018 VIRGINIA BOARD OF HOUSING AND COMMUNITY DEVELOPMENT MEMBERS

Abigail Johnson, Congressional district 1  
Andrew Friedman, Congressional district 2  
Jeff Sadler, Congressional district 3  
Helen Hardiman, Congressional district 4  
Earl Reynolds, Congressional district 5  
Mimi Elrod, Congressional district 6  
Richard Gregory, Congressional district 7  
Patricia Shields, Congressional district 8  
Steve Semones, Congressional district 9  
John Patrick Carr, Congressional district 10  
Sonny Abbasi, Congressional district 11  
Keith Johnson, Virginia Fire Services Board  
Susan F. Dewey, Executive Director, VHDA  
Sean Farrell, Virginia Building and Code Officials Association





**VIRGINIA DEPARTMENT OF HOUSING  
AND COMMUNITY DEVELOPMENT**  
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