

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT  
MEETING**

**December 16, 2013  
Richmond, Virginia**

Members Present

Mr. J. P. Carr  
Mr. Anthony Clatterbuck  
Ms. Susan Dewey  
Mr. Steve Semones  
Mr. Rick Witt  
Mr. John Ainslie  
Mr. Jim Hyland  
Mr. Jim Petrine  
Mr. Robby Dawson

Members Absent

Mr. Bill Darden  
Mr. Robert Kaplan  
Mr. Roger McLellon  
Mr. Tito Munoz

Call to Order

Mr. Anthony Clatterbuck, Chairman of the Board of Housing and Community Development, called the meeting of the Board to order.

Roll Call

The roll was called by Mr. Steve Calhoun of the Department's Policy Office. Mr. Calhoun reported that a quorum was present for the meeting.

Public Comment

Mr. Mike Toalson of the Home Builders Association of Virginia spoke about the 2012 regulatory adoption process and complimented the Board and Department staff for their work on the regulations.

Approval of Minutes

A motion was made to approve the minutes of the September 23, 2013 meeting of the Board. The motion was seconded and unanimously passed.

Public Hearing

Mr. Clatterbuck opened a public hearing for the Board on the proposed Manufactured Home Safety Regulations, the Virginia Certification Standards and the Standards Governing the Operation of Building Code Academies. There was no one present to speak on these regulations and the public hearing was closed. The public hearing was recorded by court reporter and will be available in a separate document.

Report of the Codes and Standards Committee

Mr. Clatterbuck provided a brief overview of the morning Codes and Standards Committee meeting and the joint meeting of the Board of Housing and Community Development and the Virginia Fire Services Board. The committee made recommendations on the

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final building code and fire prevention regulations. Mr. John Ainslie made a motion to approve the recommendation of the committee for the Uniform Statewide Building Code, the Statewide Fire Prevention Code, the Industrialized Building Safety Regulations and the Virginia Amusement Device Regulations. The motion was seconded and unanimously passed.

Mr. Ainslie made a motion to adopt the committee recommendations for the Manufactured Home Safety Regulations, the Virginia Certification Standards and the Standards Governing the Operation of Building Code Academies, pending the completion of the public comment period on December 20, 2013. The motion was seconded and unanimously passed.

Amusement Device  
Technical Advisory  
Committee appointment

There were two persons that were seeking an appointment to the vacant position on the Amusement Device Technical Advisory Committee that were present at the Board meeting, Mr. Steven M. Rothenberg of Rockville Maryland and Mr. Edward J. Seyller III of Arlington, Virginia. Both candidates spoke to the Board about their background and interest in serving on the committee. After discussion, the Board decided to select the Virginia resident, Mr. Seyller. A motion was made to appoint Mr. Seyller. The motion was seconded and unanimously passed.

VHDA Report

Ms. Susan Dewey, Executive Director of the Virginia Housing Development Authority, commented on the Governor's Housing Conference and reported that VHDA is not proposing any legislation for the 2014 General Assembly session.

VFSB Report

Mr. John Ainslie reported on the November 15 meeting of the VFSB. Mr. Ainslie reported on ATL, VFRIS, civilian and fire services deaths, and information from the Department of Forestry. Mr. Ainslie also reported on Virginia Public Safety Foundation funding for a memorial to First Responders. Mr. Robby Dawson reported on upcoming challenges related to training and certification standards.

Report of the Director

Mr. Bill Shelton, Director of the Department of Housing and Community Development reported on the recent Governor's Housing Conference, recent meetings of Virginia Housing Commission and legislation it supports, and the Housing Trust Fund. Mr. Shelton reported on recent CDBG and other awards and provided a handout summarizing those awards.

Unfinished Business

None.

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New Business                      None

Board Matters                      None

Future Meetings                      The next meeting is scheduled for Monday, March 24, 2014.

Adjournment                      Upon motion duly made and seconded, the meeting was adjourned.