



Glenn Youngkin
Governor

Juan Pablo Segura
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Maggie Beal
Interim Director

July 10, 2025

MEMORANDUM

TO: Board of Housing and Community Development Members

FROM: DHCD Staff

SUBJECT: Board of Housing and Community Development Meeting – July 14, 2025

Enclosed is the agenda and information package for the Board of Housing and Community Development meeting and public hearing to be held on **Monday, July 14, 2025**. The full board will convene at 10:00 a.m. to hold a public hearing prior to the publishing of proposed regulations. The public hearing will be followed by the regular meeting of the Board.

The Board meeting will be held at the **Virginia Housing Center** located in Innsbrook at 4224 Cox Road in Glen Allen, Virginia. Lunch will be provided during the meeting.

Please contact DHCD staff as soon as possible to let us know whether you will or will not be able to attend. We can be reached at chase.sawyer@dhcd.virginia.gov or at 804-310-5872. Please let us know if you have any questions or if there is anything we can do to be of assistance.

Enclosure



Virginia Department of Housing and Community Development | Partners for Better Communities
Main Street Centre | 600 East Main Street, Suite 300 Richmond, VA 23219
www.dhcd.virginia.gov | Phone (804) 371-7000 | Fax (804) 371-7090 | Virginia Relay 7-1-1

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Public Hearing
Monday July 14, 2025
10:00 AM
Virginia Housing Center
4224 Cox Road, Glen Allen, VA

Public comment will be accepted both in-person and virtually using the electronic meeting access below. Each speaker will be limited to two minutes of speaking time. In-person speakers will be called upon first, followed by virtual speakers. Pre-registration is not required to speak but is kindly requested. Please contact chase.sawyer@dhcd.virginia.gov to sign up for public comment or to submit written comments for the Board's review.

Electronic Meeting Access Information

Microsoft Teams Joining Information: [Click here to join the meeting](#)
Meeting ID: 295 808 833 210 8 | Passcode: Jq6s987n
Call in (audio only) +1 434-230-0065 | Phone Conference ID: 542 064 406#

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|------|---|-------|
| I. | OPENING | |
| | a. Call to Order | Chair |
| II. | PUBLIC HEARING | Chair |
| | ○ Statewide Fire Prevention Code
<i>Joint Hearing with Virginia Fire Services Board</i> | |
| | ○ Uniform Statewide Building Code | |
| | ○ Virginia Amusement Device Regulations | |
| | ○ Industrialized Building Safety Regulations | |
| | ○ Virginia Certification Standards | |
| | ○ Virginia Manufactured Home Safety Regulations | |
| III. | ADJOURNMENT | Chair |

AGENDA
BOARD OF HOUSING and COMMUNITY DEVELOPMENT
Monday, July 14, 2025
Virginia Housing Center
4224 Cox Road, Glen Allen, VA

The meeting will begin at the conclusion of the public hearing scheduled for 10:00 AM.

In addition to in-person public comment, there will be a virtual public comment option. Each speaker will be limited to one minute of speaking time and there will be one half-hour total for public comment on a first come first served basis. Please contact chase.sawyer@dhcd.virginia.gov to sign up for public comment.

Electronic Meeting Access Information

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Meeting ID: 295 808 833 210 8 | Passcode: Jq6s987n

Call in (audio only) +1 434-230-0065 | Phone Conference ID: 542 064 406#

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|------|--|---------------|
| I. | OPENING | |
| | a. Call to Order | Chair |
| | b. Roll Call | DHCD Staff |
| | c. Annual Election of Officers | DHCD Staff |
| | d. Public Comment | Chair |
| II. | CONSENT AGENDA | Chair |
| | o <i>Approval of Minutes:</i> May 12, 2025 | |
| III. | APPOINTMENTS | Chair |
| | o BHCD Committees | |
| | o Virginia Fire Services Board Representative | |
| | o Virginia Housing Representative | |
| IV. | ELECTRONIC MEETING POLICY ANNUAL ADOPTION
<i>Action Item</i> | DHCD Staff |
| V. | LEGISLATIVE AND REGULATORY UPDATE | DHCD Staff |
| | o 2024 Code Development Cycle Update | |
| VI. | REPORTS AND INFORMATION | |
| | a. Virginia Housing Report | Tammy Neale |
| | b. Report of the Virginia Fire Services Board | J.M. Snell |
| | c. Report of the Director | Maggie Beal |
| VII. | UNFINISHED BUSINESS | Board Members |

VIII.	NEW BUSINESS	Board Members
IX.	BOARD MATTERS	Board Members
X.	FUTURE BOARD MEETING DATES ○ September 8, 2025	DHCD Staff
XI.	ADJOURNMENT	Chair

**Minutes of the
BOARD OF HOUSING AND COMMUNITY DEVELOPMENT**

May 12, 2025

10:06 AM

**Virginia Housing Center
4224 Cox Road
Glen Allen, Virginia**

Members Present

Louie Berbert, Chair
Sylvia Bryant
Cindy Davis
Lynne Goldberg (Remote)
Jenna Goodman
Abigail Johnson (Remote)
Keith Johnson (Remote)
Tammy Neale
Hank Osleger
J.M. Snell
Scott Stosser

Members Absent

Bill Garrett
Roger Jones, Vice Chair
Mark Trostle

Department of Housing and Community Development (DHCD) staff present for all or part of the meeting:

Lyndsi Austin, Associate Director
Justin Bell, Assistant Attorney General
Trisha Lindsey, Policy and Legislative Services Director
Andrew Malloy, Sr. Policy Analyst
Florin Moldovan, Code and Regulation Specialist
Sandra Powell, Senior Deputy Director of Community Development and Housing
Sulaiman Safi, Board Coordinator

Call to Order

Mr. Berbert, Chair of the Board of Housing and Community Development, called the meeting of the Board to order at 10:06 a.m.

Roll Call

The roll was called by Mr. Malloy. Mr. Malloy reported that a quorum was present.

Remote Participation

Mr. Malloy reported that Ms. Goldberg (personal matters), Ms. A. Johnson (personal matters), and Mr. K. Johnson (personal matters) had been pre-approved by the Chair to participate in the meeting remotely.

A motion was made by Ms. Goodman and seconded by Mr. Stosser to confirm the Chair's decision to approve the remote participation of Ms. Goldberg, Ms. A. Johnson, and Mr. K. Johnson. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Goodman, Neale, Osleger, Snell, Stosser; NAYS: None). Ms. Goldberg stated that she was participating from Alexandria, Virginia. Ms. A. Johnson stated that she was participating from Bologna, Italy. Mr. K. Johnson stated that he was participating from Winchester, Virginia.

Public Comment

Mr. Berbert opened the floor for public comment.

After seeing no speakers, Mr. Berbert closed public comment.

Approval of Minutes

A motion was made by Mr. Snell and seconded by Mr. Stosser to approve the minutes of the April 16, 2025, meeting of the Board. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Goldberg, Goodman, A. Johnson, K. Johnson, Neale, Osleger, Snell, Stosser; NAYS: None).

ADTAC Appointment

Mr. Malloy provided information related to the Amusement Device Technical Advisory Committee (ADTAC), a committee appointed by the Board to assist in the administration of the Virginia Amusement Device Regulations. Mr. Malloy noted that ADTAC consists of five members representing the code enforcement community, amusement park/private operators, and third-party inspectors. Mr. Malloy shared that staff recommends the reappointment of Mr. Michael Dellinger, representing code enforcement, to serve another four-year term. A motion was made by Ms. Davis and seconded by Mr. Stosser to reappoint Mr. Michael Dellinger to ADTAC. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Goldberg, Goodman, A. Johnson, K. Johnson, Neale, Osleger, Snell, Stosser; NAYS: None).

Consolidated and Annual
Action Plan

Ms. Powell gave a presentation on the Consolidated and Annual Action Plans. Ms. Powell reminded the Board that the Consolidated Plan is part of the U.S. Department of Housing and Urban Development's (HUD) requirements to assess housing needs in Virginia and is submitted once every five years. Additionally, Ms. Powell noted that DHCD submits an Annual Action Plan every year, which includes a needs assessment, strategic plans, and annual goals covering the funds DHCD spends from federally

funded housing programs. Ms. Powell presented the final draft of the 2025-2026 Annual Action Plan for approval by the Board.

The Board discussed the Annual Action Plan and staff answered questions. A motion was made by Ms. Neale and seconded by Ms. Davis to approve the 2025-2026 Annual Action Plan. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Goldberg, Goodman, A. Johnson, K. Johnson, Neale, Osleger, Snell, Stosser; NAYS: None).

Private Update	Activity Bond	Mr. Malloy provided an update related to Private Activity Bonds (PABs). Mr. Malloy noted that DHCD is responsible for the portion of Virginia's PABs set aside for local housing authorities and state allocation. Mr. Malloy shared that the second round of PAB applications was due on April 30, 2025, and that DHCD received seven applications totaling \$122 million (\$88 million remaining in the pool). Mr. Malloy advised that DHCD staff are currently reviewing and scoring applications for allocation/awards.
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Legislative and Regulatory Update	Mr. Malloy gave an update on the current building code development cycle. Mr. Malloy shared that cdpVA, DHCD's online building code system, opened on April 1 and is accepting code change proposals for the new code development cycle. Mr. Malloy continued that DHCD staff are drafting the base documents (new International Code Council code plus Virginia's amendments) and will post them on cdpVA by June. Mr. Malloy noted that staff anticipates the first public hearing on the code cycle at the Board's July meeting. Mr. Malloy shared there will be two sub-workgroups this cycle, the Energy Sub-Workgroup and the Statewide Fire Prevention Code (SFPC) Sub-Workgroup. Mr. Malloy advised that, at this time, there are three study groups planned for this cycle: a Single Exit Stair Building Study Group, an Expediting Permits and Certificates of Occupancy Study Group, and a Heating and Cooling Study Group. Board members asked questions and discussed the goals and potential outcomes of these study groups.
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Ms. Lindsey gave an update on DHCD's efforts tracking, analyzing, and making recommendations on legislation that came before the 2025 General Assembly. Ms. Lindsey shared that a total of 1,994 bills were introduced in 2025, of which 182 were related to DHCD and reviewed by the Policy and Legislative Services Office. Ms. Lindsey shared DHCD is currently in the process of planning implementation of the 69 bills that passed related to the agency.

Mr. Malloy provided additional details on bills of note that were passed by the 2025 General Assembly including HB2153, HB2163, SB842, HB2203/SB787, and other bills related to landlord/tenant law, charters, and localities.

Mr. Malloy shared highlights from the 2025 Budget that directly impact DHCD including: a pilot program to assist mobile home owners in the purchase of manufactured home parks, a pilot program for downpayment assistance, the creation of a disaster relief and mitigation fund, and an increase in funding to the Community Development Financial Institutions (CDFI) Fund. Mr. Malloy shared the budget also includes directives to form several workgroups and produce reports, including tasking DHCD to study property tax relief programs designed to keep long-term residents in their homes and tasking the State Fire Marshall's Office to assess fees related to fire safety inspections.

Virginia Housing Report

Ms. Neale, CEO of Virginia Housing, shared an update on the organization's tracking of the proposed federal budget which may impact Virginia Housing's activities including funding for the Housing Choice Voucher Program, HOME Investment Partnerships Program, and CDBG. Ms. Neale highlighted the Governor's executive order formalizing the relationship between Virginia Housing, DHCD, and Virginia Economic Development Partnership (VEDP). Ms. Neale shared an update on Virginia Housing's Workforce Housing Investment Program. Board members asked Ms. Neale questions, and the Board discussed Virginia Housing's programs targeting middle income households.

Fire Services Board Report

Mr. Snell shared that the next Virginia Fire Services Board meeting will be June 6, 2025, and the annual Virginia Fallen Firefighter & Emergency Medical Services Memorial Service will be held on June 7, 2025, at the Richmond Raceway.

Report of the Director

On behalf of Director Horn, Ms. Lindsey provided an update on DHCD's Local Housing Policy Survey and noted that FY2024 data has been collected and is now available on the DHCD website (<https://www.dhcd.virginia.gov/local-housing-policies>). Ms. Lindsey also shared that the Residential Sites and Structures Database is live on the DHCD website (<https://www.dhcd.virginia.gov/drss>).

Unfinished Business

There was no unfinished business to be discussed.

New Business

Ms. Davis asked DHCD staff to provide an in-depth overview of the building code development cycle to help new Board members to better understand the process for upcoming hearings. Members of the Board concurred with Ms. Davis's suggestion.

Mr. Bell provided an update on an appeal filed by the Sierra Club regarding the adoption of the 2021 Uniform Statewide Building Code.

Board Matters

Mr. Malloy asked members to turn in their updated contact sheets if they had not already done so.

Future Meetings

Ms. Lindsey shared that the next meeting of the Board is scheduled for July 14, 2025.

Adjournment

A motion was made by Ms. Neale and seconded by Mr. Stosser to adjourn the meeting. The motion passed on a unanimous voice vote (YEAS: Berbert, Bryant, Davis, Goldberg, Goodman, A. Johnson, K. Johnson, Neale, Osleger, Snell, Stosser; NAYS: None). The meeting was adjourned at 11:31 a.m.



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COMMONWEALTH of VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Maggie Beal
Interim Director

Memorandum

To: Board of Housing and Community Development

From: DHCD Staff

Subject: Electronic Meeting Policy Annual Adoption

Date: July 9, 2025

Code of Virginia [§ 2.2-3708.3](#) outlines the requirements and procedures by which public bodies may utilize electronic (virtual) meetings to transact public business. One such requirement is that the public body must annually re-adopt any such electronic meeting policies. The Board's electronic meeting policies were last approved on August 19, 2024, and require re-approval to remain in effect.

Enclosed for the Board's review and approval are the Board's Policy for Remote Participation of Members (Hybrid Policy) and the Board's Policy for All-Virtual Public Meetings. Staff does not have any recommended revisions to these policies at this time.

Enclosure



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THE BOARD OF HOUSING AND COMMUNITY DEVELOPMENT POLICY
FOR THE REMOTE PARTICIPATION OF MEMBERS

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2. This policy also does not apply to an all-virtual public meeting.

2. **DEFINITIONS**

a. “**BOARD**” means the Board of Housing and Community Development or any committee, subcommittee, or other entity of the Board of Housing and Community Development.

b. “**Member**” means any member of the Board of Housing and Community Development.

c. “**Remote participation**” means participation by an individual member of the Board of Housing and Community Development by electronic communication means in a public meeting where a quorum of the Board of Housing and Community Development is physically assembled, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

3. **MANDATORY REQUIREMENTS**

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

a. A quorum of the BOARD must be physically assembled at the primary or central meeting location; and

b. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

4. **PROCESS TO REQUEST REMOTE PARTICIPATION**

a. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify the BOARD Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance, or (iii) a personal matter and identifies with specificity the nature of the personal matter.

b. The requesting member shall also notify the BOARD staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.

c. If the requesting member is unable to physically attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in (i)—(ii) above.

d. The requesting member is not obligated to provide independent verification regarding the reason for their nonattendance, including the temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.

e. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

5. **PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION**

When a quorum of the BOARD has assembled for the meeting, the BOARD shall vote to determine whether:

a. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and

b. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

6. **RECORDING IN MINUTES:**

a. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, or a family member's medical condition that requires the member to provide care to the family member, the BOARD shall record in its minutes (1) the BOARD's approval of the member's remote participation; and (2) a general description of the remote location from which the member participated.

b. If the member is allowed to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and a general description of the remote location from which the member participated.

c. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

7. **CLOSED SESSION**

If the BOARD goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

The Chair (or Vice-Chair) shall maintain the member's written request to participate remotely and the written response for a period of one year, or other such time required by records retention laws, regulations, and policies.

REVIEW AND APPROVAL

This BOARD policy was reviewed and approved on ~~August 19, 2024~~ July 14, 2025.

**THE BOARD OF HOUSING AND COMMUNITY DEVELOPMENT POLICY
FOR ALL-VIRTUAL PUBLIC MEETINGS**

1. **AUTHORITY AND SCOPE**

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2.

2. **DEFINITIONS**

a. “**BOARD**” means the Board of Housing and Community Development or any committee, subcommittee, or other entity of the Board of Housing and Community Development.

b. “**Member**” means any member of the Board of Housing and Community Development.

c. “**All-virtual public meeting**”, means a public meeting conducted by the Board of Housing and Community Development using electronic communication means during which all members of the public body who participate do so remotely rather than being assembled in one physical location, and to which public access is provided through electronic communication means, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, including, but not limited to, email or letter, but does not include text messages or messages exchanged on social media.

3. **WHEN AN ALL-VIRTUAL PUBLIC MEETING MAY BE AUTHORIZED**

An all-virtual public meeting may be held under the following circumstances:

a. It is impracticable or unsafe to assemble a quorum of the BOARD in a single location, but a state of emergency has not been declared by the Governor or Board of Supervisors; or

b. Other circumstances warrant the holding of an all-virtual public meeting, including, but not limited to, the convenience of an all-virtual meeting; and

c. The BOARD has not had more than two all-virtual public meetings, or more than 50 percent of its meetings rounded up to the next whole number, whichever is greater, during the calendar year; and

- d. The BOARD's last meeting was not an all-virtual public meeting.

4. **PROCESS TO AUTHORIZE AN ALL-VIRTUAL PUBLIC MEETING**

a. The BOARD may schedule its all-virtual public meetings at the same time and using the same procedures used by the BOARD to set its meetings calendar for the calendar year; or

b. If the BOARD wishes to have an all-virtual public meeting on a date not scheduled in advance on its meetings calendar, and an all-virtual public meeting is authorized under Section 3 above, the BOARD Chair, in consultation with staff, may schedule an all-virtual public meeting provided that any such meeting comports with VFOIA notice requirements.

5. **ALL-VIRTUAL PUBLIC MEETING REQUIREMENTS**

The following applies to any all-virtual public meeting of the BOARD that is scheduled in conformance with this Policy:

a. The meeting notice indicates that the public meeting will be all-virtual and the BOARD will not change the method by which the BOARD chooses to meet without providing a new meeting notice that comports with VFOIA;

b. Public access is provided by electronic communication means that allows the public to hear all participating members of the BOARD;

c. Audio-visual technology, if available, is used to allow the public to see the members of the BOARD;

d. A phone number, email address, or other live contact information is provided to the public to alert the BOARD if electronic transmission of the meeting fails for the public, and if such transmission fails, the BOARD takes a recess until public access is restored;

e. A copy of the proposed agenda and all agenda packets (unless exempt) are made available to the public electronically at the same time such materials are provided to the BOARD;

f. The public is afforded the opportunity to comment through electronic means, including written comments, at meetings where public comment is customarily received; and

g. There are no more than two members of the BOARD together in one physical location.

6. **RECORDING IN MINUTES:**

Minutes are taken as required by VFOIA and must include the fact that the meeting was held by electronic communication means and the type of electronic communication means used.

7. **CLOSED SESSION**

If the BOARD goes into closed session, transmission of the meeting will be suspended until the public body resumes to certify the closed meeting in open session.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the matters that will be considered or voted on at the meeting.

REVIEW AND APPROVAL

This BOARD policy was reviewed and approved on ~~August 19, 2024~~ July 14, 2025.



Glenn Youngkin
Governor

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Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

Maggie Beal
Interim Director

TO: Virginia Code Development Stakeholders

FROM: Jeff Brown, Deputy Director of Building and Fire Regulation 

DATE: June 10, 2025

SUBJECT: 2024 Code Development Cycle Updates

The 2024 Code Development Cycle is underway! Virginia's online code development system ([cdpVA](#)) opened for submission of code change proposals for the 2024 Code Development Cycle (CDC) on April 1st, and the tentative deadline for submission of code change proposals for the 2024 CDC is October 8, 2025. However, we encourage you to submit your code change proposals as early as possible to ensure the greatest amount of time for discussion.

Study Groups will begin meeting later this month and Sub-Workgroups will begin meeting in July, ahead of the first Combined General Stakeholder Meeting, tentatively scheduled for July 29, 2025.

Initial drafts of all of the 2024 Base Documents (USBC, SFPC, IBSR, VEBC, and VPMC) are now available on the [2024 Code Development Cycle](#) webpage. A link has also been posted on cdpVA.

Please see the attachments to this memo for additional important information and details, and check cdpVA regularly for the most up-to-date information.

As always, do not hesitate to contact our office with any questions or concerns by email: codedevelopment@dhcd.virginia.gov or by phone: 804-371-7150.

c: Maggie Beal, Interim Director
BFR Staff



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2024 Study Groups and Sub-Workgroups

The following Study Groups and Sub-Workgroups are currently being formed and will meet during the 2024 Virginia Code Development Cycle:

Heating and Cooling Study Group (1st Meeting June 23, 2025): Based on increased inquiries and concerns received in recent years regarding the requirements in the Uniform Statewide Building Code (USBC) related to providing heating and cooling in certain rental units, DHCD has determined that a DHCD Study Group will be convened during the 2024 Virginia Code Development Cycle to discuss this issue and review the existing USBC requirements.

Single Exit Stair Buildings Study Group (1st Meeting June 24, 2025): As directed by House Bill 368 and [Senate Bill 195](#) (2024), the Board of Housing and Community Development (Board) convened a Single-staircase Advisory Group to provide recommendations for allowing a single stair exit for Group R-2 buildings up to six stories in height. The final report of the Advisory Group included a recommendation to convene a special workgroup (DHCD Study Group) during the 2024 Code Development Cycle to continue discussing this topic.

Expediting Permits and Certificates of Occupancy Study Group (1st Meeting June 25, 2025): DHCD received a request from Delegate Milde, as recommended by the Councils, Cities, and Towns Subcommittee #2 regarding [House Bill 2682](#) (2025), to convene a special workgroup (DHCD Study Group) during the 2024 Code Development Cycle to identify changes to the Uniform Statewide Building Code to streamline the processes for reviewing and issuing building permits and certificates of occupancy.

Statewide Fire Prevention Code Sub-Workgroup (1st Meeting July 8, 2024): This standing sub-workgroup will meet to discuss SFPC related changes and proposals in an effort to reach consensus on as many proposed changes as possible, ahead of the full General Stakeholder Workgroups that will begin meeting to review code change proposals in July.

Energy Sub-Workgroup (1st Meeting July 9, 2025): This standing sub-workgroup will meet to discuss energy related changes and proposals in an effort to reach consensus on as many proposed changes as possible, ahead of the full General Stakeholder Workgroups that will begin meeting to review code change proposals in July.

Information regarding Study Groups and Sub-Workgroups will be distributed by email directly to members of those groups and will also be posted on cdpVA. If you are not a member of a Study Group or Sub-Workgroup, but would like to be added to the email distribution list for a specific group, as an interested party, please contact codedevelopment@dhcd.virginia.gov.



2024 General Stakeholder Workgroup Meetings

General Stakeholder Workgroup meetings will be convened three times during the 2024 Code Development Cycle for the purpose of discussing all individual code change proposals. The following is the tentative schedule for the General Stakeholder Workgroup meetings:

July 29, 2025:	1 st General Stakeholder Workgroup Meeting
October 2025:	2 nd General Stakeholder Workgroup Meeting (Exact Date TBD)
November 2025:	3 rd General Stakeholder Workgroup Meeting (Exact Date TBD)

Meeting agendas will be posted on cdpVA and distributed to our Code Development stakeholders list (via Constant Contact) approximately 3 weeks prior to each General Stakeholder Workgroup meeting. The agendas will include a list of proposals that will be discussed at the meeting, as well as the meeting details (time, location, etc.). All proposals on the agenda will be available for viewing in cdpVA.

NOTE: All meeting dates and deadlines are tentative. Tentative schedules and meeting dates should only be used as a guide. Meetings may evolve over the course of the process and additional meetings will be added as needed. The most up-to-date meeting information for all Study Group, Sub-Workgroup and General Stakeholder Workgroup meetings will be posted on [cdpVA](#) when available.

DHCD Code Development External Communications

The [Virginia Regulatory Town Hall](#) is the official source for information regarding meetings, notices, and regulatory actions by the Board of Housing. You can sign up for Town Hall notifications here: <https://townhall.virginia.gov/L/Register.cfm>

Our online Code Development system [cdpVA](#) is utilized as the primary source for information regarding code change proposals and stakeholder meetings (Study Groups, Sub-Workgroups, and General Stakeholder Workgroups) during the code development process. Please log into cdpVA to see additional information and continue to check cdpVA regularly throughout the cycle for the most up-to-date information.

We also utilize Constant Contact to distribute information and updates regarding the code development process, including General Stakeholder Workgroup meeting information. If you are not already on our “Code Development” Constant Contact email list and would like to be added, please contact codedevelopment@dhcd.virginia.gov.

Note: If you received this memo by email, directly from “Virginia Department of Housing and Community Development” via Constant Contact (look at the bottom of the email for the Constant Contact logo), you are already on our Code Development list. If we verify that you are on the contact list, but you are not receiving the emails, please check your spam folder and firewall settings, as Constant Contact might be blocked.



2024 Regulatory Cycle Schedule (Tentative)

March 10, 2025	Board of Housing and Community Development (BHCD) to approve the Notices of Intended Regulatory Action (NOIRAs) for 2024 USBC, SFPC, IBSR, VADR, MHSR, and VCS. Provide Virginia Fire Services Board (VFSB) notice of intent to publish NOIRA, after BHCD approval
April 1, 2025	cdpVA (Virginia's online code development process platform) officially opens for submission of code change proposals
April 11, 2025	NOIRAs entered in Town Hall
May 2, 2025	Obtain Office of Attorney General (OAG) and Office of Regulatory Management (ORM) NOIRA approvals
May 14, 2025	Deadline for submittal of NOIRAs for June 2 nd publishing
June 2, 2025	Publishing of NOIRAs in VA Register (180-day public comment period in Town Hall)
June 11, 2025	Submit public hearing notice to VA Register for June 30 th publishing
June 30, 2025	Public hearing notice published in VA Register (Provide 30-day notice to VFSB of Public Hearing date)
July 14, 2025	Public hearing prior to publishing proposed regulations. Virginia Fire Services Board (VFSB) members to sit with BHCD for public hearing on SFPC
June – October 2025	Sub-Workgroup (Energy and SFPC), Study Groups, and General Workgroup meetings on issues and proposals
October 8, 2025	cdpVA proposal submission cut-off for 2024 Code Development Cycle
December 2, 2025	End of 180-day NOIRA (Town Hall) comment period

March 30, 2026	BHCD's Statewide Fire Prevention Code Development Committee (SFPCDC) meets to consider base document for SFPC and any proposals for the proposed regulation. BHCD's Codes and Standards Committee (CSC) meets to consider base documents for USBC, IBSR, VADR, MHSR, and VCS and any proposals for proposed regulations and to review the recommendations of the SFPCDC
June 2026	Provide notice to VFSB and SFPCDC of September meeting
September 13, 2026	BHCD's SFPCDC meets to review proposed regulation for SFPC. BHCD's CSC meets to review proposed regulations for SFPC as recommended by SFPCDC and to review proposed regulations for USBC, IBSR, VADR, MHSR, and VCS. Immediately following committee meetings, BHCD meets to consider approval of proposed regulations for USBC, SFPC, IBSR, VADR, MHSR, and VCS
September 2026	Proposed regulations submitted in Town Hall
October 2026	Obtain statutory authority letter from OAG and ORM approval of proposed regulations
November 2026	Proposed regulations for USBC, SFPC, IBSR, VADR, MHSR, and VCS published in VA Register. Public hearing date published with the regulations
November - December 2026	60-day public comment period on proposed regulations for USBC, SFPC, IBSR, VADR, MHSR, and VCS
November 2026	Submit public hearing notice to VA Register
December 2026	Public hearing notice published in VA Register (Provide 30-day notice to VFSB of Public Hearing date); Provide notice to the VFSB of the public hearing date
January 2027	Public hearing for USBC, SFPC, IBSR, VADR, MHSR, and VCS (VFSB members to sit with BHCD for public hearing on SFPC)

February 2027	Notification to VFSB of March joint meeting
March 2027	BHCD's SFPCDC meets to review final regulation for SFPC. BHCD's CSC meets to review final regulation for SFPC as recommended by SFPCDC and to review final regulations for USBC, IBSR, VADR, MHSR, and VCS. Immediately following Committee meetings, the joint meeting of VFSB and BHCD to consider the final regulation for SFPC followed by BHCD to consider approval of final regulations for the USBC, SFPC, IBSR, VADR, MHSR, and VCS
April 2027	Obtain statutory authority letter from OAG for final regulations and obtain approval from the ORM and the Governor to publish the final regulations
May 2027	Final Regulations submitted in Town Hall
June 2027	Final Regulations approved by ORM and OAG
July 2027	Final regulations for 2024 USBC, SFPC, IBSR, VADR, MHSR, and VCS published in Virginia Register
October 2027	2024 USBC, SFPC, IBSR, VADR, MHSR and VCS become effective (pending any petitions received during the 30-day final adoption period following the publishing of the final regulations)