



**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

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**918-400-0710** Interpretation - Accessibility

### **Fees**

**918-400-0800** Fees

## **DIVISION 440**

### **MECHANICAL SPECIALTY CODE**

**918-440-0000** Reasonable Notice to Interested Parties: Mechanical Specialty Code

**918-440-0010** Rules Establishing Minimum Safety Standards for the Design and Construction of Mechanical Systems in Buildings

### **Voluntary Energy Conservation**

**918-440-0020** Voluntary Energy Conservation Standards for Public Buildings Constructed Prior to January 1, 1978

**918-440-0030** Energy Efficiency Rating (E.E.R.) System Single Family Residences

**918-440-0040** Amendments to the Oregon Mechanical Specialty Code

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### **SEASONAL FARM-WORKER HOUSING**

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### **STRUCTURAL SPECIALTY CODE**

**918-460-0000** Reasonable Notice to Interested Parties: Structural Specialty Code

**918-460-0010** Rules Establishing Minimum Safety Standards for the Design and Construction of Buildings

**918-460-0015** Amendments to the Structural Specialty Code

**918-460-0020** Master Plan Review Fee

**918-460-0030** Fees for Plan Review and Permits

**918-460-0040** Fire and Life Safety Plan Review Fee

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### **ABATEMENT OF BUILDINGS DAMAGED BY EARTHQUAKE**

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- 918-500-0010** Objective
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- 918-500-0310** Manufacturer Certification
- 918-500-0320** Change of Ownership
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- 918-500-0410** Inspection Request
- 918-500-0420** Notice of Violations

- 918-500-0430** Field Technical Service
- 918-500-0450** Insignia and Label Requirements
- 918-500-0460** Insignia and Tags Not Required
- 918-500-0470** Denial of Insignia
- 918-500-0480** Insignia Removal
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- 918-515-0480** Requirements for Limited Skirting Installer License
- 918-515-0485** Limited Skirting Installer Responsibilities and Limits
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### **HEAT PRODUCING APPLIANCES**

**918-520-0010** Heat Producing Appliance Installation Standards

**918-520-0015** Construction and Installation of Fireplace/Stoves

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**918-520-0030** Pellet-Fired Appliance Reference Standards

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**918-520-0050** Pellet-Fired Appliance Construction Standards

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**918-520-0070** Pellet-Fired Appliance Marking

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### **SAFETY AND CONSTRUCTION STANDARDS FOR RECREATIONAL VEHICLES**

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**918-525-0005** Definitions

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**918-525-0055** Park Trailer Installer License Requirements

**918-525-0060** Manufacturer's Quality Assurance Manual

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- 918-650-0020** Permit Required
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**DIVISION 750**

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 1**

**PROCEDURAL RULES**

[**ED. NOTE:** Previous rules adopted by the Department of Commerce (OAR Chapter 814) were statutorily transferred to the Building Codes Division by Chapter 414, Oregon Laws 1987.]

**918-001-0000**

**Notice of Proposed Rules**

Before the adoption, amendment or repeal of any rule in OAR Chapter 918, except temporary rules adopted under ORS 183.335, the Building Codes Division shall give notice of the intended action:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 21 days before the effective date of the rule;
- (2) By mailing a copy of the notice to persons and organizations on the division's mailing lists established pursuant to ORS 183.335(7) at least 28 days before the effective date of the rule;
- (3) By mailing or furnishing a copy of the notice to:
  - (a) The Associated Press; and
  - (b) The Capitol Press Room.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 183.335

Hist.: BCA 20-1989, f. & cert. ef. 8-1-89; BCD 26-1996, f. & cert. ef. 12-4-96

**918-001-0005**

**Definitions**

As used in OAR Chapter 918, unless the context requires otherwise:

(1) "Administrator" means the Administrator of the Building Codes Division.

(2) "Division" means the Building Codes Division.

(3) "Model Rules" means the Attorney General's Model Rules of Procedure as adopted in OAR 918-001-0010.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 192.440

Hist.: BCA 20-1989, f. & cert. ef. 8-1-89

## **918-001-0010**

### **Model Rules of Procedure**

The Attorney General's Model Rules of Procedure effective September 9, 1995, are adopted as the rules of procedure of the Building Codes Division except as a Board, with independent rulemaking authority, adopts other procedural rules for itself.

[ED. NOTE: The full text of the Attorney General's Model Rules of Procedure is available from the office of the Attorney General or Building Codes Division.]

Stat. Auth.: ORS 183.341

Stats. Implemented: ORS 183.341

Hist.: BCA 20-1989, f. & cert. ef. 8-1-89; BCA 32-1993, f. 12-14-93, cert. ef. 1-1-94; BCD 12-1994, f. & cert. ef. 4-29-94; BCD 5-1996, f. & cert. ef. 3-29-96

## **918-001-0025**

### **Division Representation by Authorized Officer or Employee at Contested Case Hearings**

(1) The administrator, deputy administrator or compliance officer of the Building Codes Division is authorized to appear on behalf of the division, pursuant to ORS 183.450, at the following types of contested case hearings:

(a) Civil penalty hearings; and

(b) Hearings held on appeals made to the division under ORS 479.853 by persons aggrieved by a decision made upon inspection authority under ORS 455.150 or 479.510 to 479.860 of an electrical product or electrical installation.

(2) In all other contested case hearings officers or employees of the division may appear on behalf of the division only if prior written consent is obtained from the Attorney General or Deputy Attorney General.

Stat. Auth.: ORS 183.450

Stats. Implemented: ORS 183.450

Hist.: BCA 12-1989(Temp), f. & cert. ef. 5-5-89; BCA 21-1989, f. 7-19-89, cert. ef. 8-1-89; BCD 26-1996, f. & cert. ef. 12-4-96

**918-001-0040****Cheating on Examinations**

(1) Scope. This rule:

- (a) Applies to persons seeking Building Codes Division licensing or certification under the boiler and pressure vessel, plumbing, electrical, or manufactured structures laws and rules;
- (b) Applies to any tradesperson or inspector required to pass an examination to be licensed or certified by the division or its boards;
- (c) Does not apply to building officials or inspectors already covered by the certification disqualification rules in OAR Chapter 918, Division 099.

(2) Authority:

- (a) Plumbing Laws. ORS 693.100 authorizes examination and certification of journeyman plumbers. ORS 693.103 authorizes examination and certification of limited specialty plumbers;
- (b) Electrical. ORS 479.630 requires examination and licensing of electrical tradespersons;
- (c) Manufactured Structures. ORS 446.395 requires examination and licensing before installing a manufactured dwelling or cabana. ORS 446.400 allows adoption of procedures for licensing.
- (d) Boiler and Pressure Vessels. ORS 480.565 allows examination and certification of special boiler and pressure vessel inspectors. ORS 480.630 requires examinations to establish the competency of persons who install, repair or alter boilers or pressure vessels.

(3) In addition to any passing grade requirement, a person fails an examination provided, authorized or required by the division or one of its boards if the person cheats in connection with an examination. A person "cheats in connection with the examination" if the person applies for or takes an examination and directly or indirectly:

- (a) Provides untrue information regarding qualifications to take the examination;
- (b) Uses unauthorized notes, devices or information during an examination; copies from another or allows another to copy during an examination; provides answers or assistance to another; or otherwise uses unauthorized methods to gain an advantage or give another person an advantage in the examination; or without authority takes or copies examination questions or answers from the examination or storage site.

(4) Nothing in this rule prevents the division from seeking revocation of a license issued by mistake if there was cheating in connection with the examination and the license should have been denied.

(5) A person failing an examination as provided in this rule may ask for a contested case hearing under ORS Chapter 183.

(6) Notwithstanding any rules to the contrary allowing a person to retake an examination, a person who fails an examination as provided in this rule shall not be allowed to take any division or division-related examination for one year following the notice of failure of the examination or final order determining that the person failed the examination.

Stat. Auth.: ORS 446.395, 455.110, 479.630, 479.730, 480.565, 480.630, 670.100 & 693.310

Stats. Implemented: ORS 446.395, 455.110, 479.630, 479.730, 480.565, 480.630, 670.100 & 693.310

Hist.: BCD 14-1994, f. & cert. ef. 5-24-94; BCD 26-1996, f. & cert. ef. 12-4-96

**918-001-0045****Land Use Goal Compliance and Comprehensive Plan Compatibility Procedures**

(1) Activities Affecting Land Use: The Division acting under ORS 197.180 identifies the following activities as having a potential to "affect land use" as defined in OAR 660-030-0005(2):

(a) The issuance of electrical permits under OAR Chapter 918, Division 260 and structural permits under OAR Chapter 918, Division 460 for new buildings, additions and changes of building use;

(b) The issuance of sewer and water service permits for new buildings, additions and changes of building use under OAR Chapter 918, Division 780;

(c) The issuance of manufactured dwelling set-up permits under OAR Chapter 918, Division 600;

(d) The issuance of a permit for construction or addition to a manufactured dwelling park under OAR Chapter 918, Division 600, recreational vehicle park or organizational camp under OAR Chapter 918, Division 650;

(e) The issuance of permits for plumbing utilities hook-up or electrical hook-up for manufactured dwellings except in a manufactured dwelling park constructed under a OAR Chapter 918, Division 600 permit.

(2) State Agency Coordination Program. The Division has adopted a State Agency Coordination Program under which it requires verification that the construction activities involved in section (1) of this rule comply with statewide land use planning goals and are compatible with the comprehensive plans and regulations of the municipality having jurisdiction over the project. Sections (3) through (7) of this rule implement the plan.

(3) Condition Precedent For Permits: Before a permit is issued for any activity mentioned in section (1) of this rule, except for an electrical or a plumbing permit, the Division requires:

(a) Acknowledgment by the city or county planning agency on the Building Codes Division permit application that the project has final land use approval; or

(b) A copy of the local land use permit or a letter from the local planning agency that the project has land use approval or is otherwise per-mitted under the jurisdiction's comprehensive plan and does not require specific land use approval.

(4) Plumbing Permits: A sewer and water service permit for construction involving a new building, an addition or change in the use of a building, will not be issued unless the project already has or is granted at the same time a related structural, park construction or manufactured dwelling permit.

(5) Electrical Permits: When an electrical permit, including a temporary electrical permit is used for construction involving a new building, an addition or change in the use of a building is involved:

(a) The applicant for a permit may provide the type of land use verification required in section (3) of this rule at the time the permit is obtained; or

(b) Verification must be provided to the electrical inspector prior to or not later than ten calendar days after the first inspection. The inspector will require the contractor, owner of the project or primary user of the project to provide verification, with either:

(A) A related structural, park construction or manufactured dwelling permit issued involving the same project;

(B) A written acknowledgment by the city or county planning agency that the project has final land use approval;

(C) A copy of the local land use permit or a letter from the local planning agency that the project has land use approval

or is otherwise permitted under the jurisdiction's comprehensive plan and does not require specific land use approval; or

(D) Verification of approval may be communicated from the local planning agency to the inspector by telephone or facsimile so long as a letter or other written verification as required above is received by the inspector within ten calendar days of the first inspection.

(6) **Manufactured Dwelling Set-Up Permits.** The requirements in section (3) of this rule can be met by a person seeking a manufactured dwelling set-up permit by:

(a) Telephonic confirmation by the city or county planning agency. When this procedure is used the name and telephone number of the person that can provide the confirmation must be provided by the person seeking the permit;

(b) A facsimile transmission of relevant documents.

(7) Any permit, including an electrical permit, may be denied by the Division if the Division has knowledge that any other permit under the jurisdiction of the Division was denied, that the project has not received final land use approval or the project is not otherwise permitted under the jurisdiction's comprehensive plan.

(8) **Revocation of Permits:** Any permit or inspection approval issued under this rule may be revoked by the agency:

(a) If the issuance was based on false, erroneous or misleading information; or

(b) In the case of an electrical inspection, if the required verification is not provided within ten calendar days following the first inspection.

Stat. Auth.: ORS 183.325 - 183.410, 196.180 & 455.110

Stats. Implemented: ORS 197.180

Hist.: BCA 10-1990, f. 5-8-90, cert. ef. 8-1-90; BCA 2-1991, f. 1-28-91, cert. ef. 1-31-91

## **Selection of Personal Service Contractors**

### **918-001-0200**

#### **Public Records Requests**

(1) **Scope and Applicability.** This rule governs requests for inspection of division documents under the Public Records Law, ORS Chapter 192.

(2) **Request for Examination of Public Records.** Requests for examination of public records shall be made according to department administrative rule OAR Chapter 440, Division 05.

(3) **Miscellaneous Items Concerning Fees:**

(a) The fees charged shall be those found in department Policy and Procedure COM-07 and the division fee schedule.

(b) A waiver or reduction of fees requested under ORS 192.440 must be submitted in writing, show how a waiver or reduction is in the public interest and that availability will benefit the general public;

(c) No fees are charged:

(A) To board members when conducting official division business;

- (B) To state officials;
- (C) For first copies of division publications, except codes published by others;
- (D) To public libraries, public educational institutions, or federal, state, county or city agencies participating in a cooperative program with the division; or
- (E) To examine records readily available which do not require supervision during the inspection.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 192.440

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93; BCD 26-1996, f. & cert. ef. 12-4-96

## **918-001-0210**

### **Division Mailing Lists**

#### **(1) Scope, Authority and Applicability:**

- (a) This rule governs procedures for placement on and remaining on the various mailing lists maintained by the agency and boards;
- (b) The procedures in this rule are created under ORS 183.335(7) and the general rulemaking authority of the Administrator in ORS 455.030 and 455.100.

#### **(2) Creation of Interested Persons Mailing Lists for Board Activities. Mailing lists are created for interested persons who want to receive notices and agendas of board meetings:**

- (a) Electrical Board;
- (b) Structural Code Advisory Board;
- (c) Energy Conservation Board;
- (d) Manufactured Structures and Parks Advisory Board;
- (e) Plumbing Board;
- (f) Elevator Safety Board;
- (g) Board of Boiler Rules;
- (h) Certification and Training Advisory Board.

#### **(3) Creation of Interested Persons Mailing Lists for Rulemaking. Mailing lists are created for interested persons wanting notices of rulemaking:**

- (a) Electrical List. This list covers rulemaking activities of the Electrical Board relating to electrical matters:

(A) Persons referenced in OAR Chapter 918, Division 250, building officials and members of the Board are automatically on this list;



(B) All cities, counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of codes.

(b) Structural and Mechanical List. This list covers rulemaking activities of the Structural Code Advisory Board relating to the **Structural Specialty Code, Energy Code, One and Two Family Dwelling Code, Mechanical Specialty Code**, and prefabricated structures rules:

(A) Persons referenced in OAR Chapter 918, Divisions 440 and 460, building officials, and members of the Board are automatically on this list;

(B) All cities, counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of codes;

(C) All persons entitled to notice on the electrical and plumbing lists are also served when **One and Two Family Dwelling Code** rules are involved.

(c) Manufactured Structures and Parks List. This list covers the rulemaking activities of the Manufactured Structures and Parks Advisory Board relating to manufactured dwellings, recreational vehicles, manufactured dwelling parks, recreation parks, organizational camps and picnic parks:

(A) Building officials and members of the Board are automatically on this list;

(B) All cities, counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of the codes.

(d) Amusement Ride and Device List. This list includes amusement device and amusement ride owners and amusement parks. All cities and counties and units of local governments having powers to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of the code;

(e) Plumbing List. This list covers rulemaking activities of the Plumbing Board relating to plumbing activities:

(A) Persons referenced in OAR Chapter 918, Division 750, building officials and members of the Board are automatically on this list;

(B) All cities and counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of codes.

(f) Elevator List. This list covers rulemaking activities of the Elevator Safety Board relating to elevator matters:

(A) Persons referenced in OAR Chapter 918, Division 400, building officials and members of the Board are automatically on this list;

(B) All cities, counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of codes.

(g) Boiler List. This list covers rulemaking activities of the Board of Boiler Rules relating to boiler and pressure vessel activities:

(A) Persons referenced in OAR Chapter 918, Division 225, building officials and members of the Board are automatically on this list;

(B) All cities, counties and units of local governments with authority to adopt building codes are additionally served notice when the rulemaking involves adoption or amendment of codes.

(h) Certification and Training List. This list covers the activities of the Certification and Training Advisory Board and certification related to building officials and inspectors. Persons referenced in OAR Chapter 918, Division 99, all

certified inspectors, building officials and members of the Board are automatically on this list;

(i) Illegal Drug Manufacturing Site List. Persons referenced in OAR Chapter 918, Division 10 are automatically on this list.

(4) Mailing List Subscription. Individuals not automatically served according to these rules may apply on an agency form and pay a non-prorated annual fee for each list. Mailing lists will be revised March 1 each year. A person may subscribe at any time.

(5) Mailing List Subscription Renewal. One annual billing will be sent. Those not requesting renewal will be removed at the end of February.

(6) Nonprofit Organizations. Nonprofit organizations may be placed on any mailing list without charge, if the organization agrees to distribute notices it receives to ten or more of its members.

(7) Transition. Persons on current mailing lists will continue to receive mailings until February 28, 1993. Names of persons on the Interested Parties Lists will be automatically purged March 1, 1993, if payment is not received.

(8) Charges. The annual charge for getting on the mailing list is \$35, except a person requesting all written transmittals to a board shall be charged an additional \$35 per board, all payable in advance of March 1, 1993, and each March 1 thereafter.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 183.335

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93

## **918-001-0220**

### **Miscellaneous Fees**

(1) This rule establishes Division fees not set in other rules.

(2) Fees. The following fees are established:

(a) Administrative Rules. Division administrative rules, \$15 for complete set. Individual program area sections, \$.25 per image;

(b) Building Codes Division Directory of Responsibilities, \$7.50 per copy if picked up at the agency office; \$10 if mailed;

(c) Structural Code Snow Load Analysis, \$2 if picked up at the agency office; \$3 if mailed;

(d) Copy of Oregon Revised Statutes related to the Division, \$15 for complete set. Individual sections, \$.25 per image;

(e) Duplicate copies of licenses or certifications, \$10;

(f) Affidavits by Division personnel, \$10;

(g) Copies of miscellaneous documents, \$.25 per image.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 455.100

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93

**918-001-0230**

**Method of Payment**

- (1) Fees and charges for items obtained at the agency must be paid on receipt.
- (2) Remote requests for copies, FAX transmission or other mailing and documents must be paid within 15 days of billing.
- (3) Credit and payment by check will be denied when there is an outstanding dishonored check or delinquent payment; or when there are two or more episodes of payment by dishonored checks or payment delinquencies by the same person.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 455.100

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93

**918-001-0240**

**Refunds**

- (1) As authorized by ORS 293.445, moneys received in excess of the amount legally due and payable to the agency, or in which the Division determines it has no legal interest, shall be refunded.
- (2) Persons requesting a refund of \$5 or less must provide a written request within three years of the date the person became entitled to the refund.
- (3) All refunds shall be made to the person who made the payment or to that person's legal representative.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 293.445

Hist.: BCA 23-1992, f. 12-24-92, cert. ef. 1-1-93

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 5**

**AGENCY ORGANIZATION**

**918-005-0010**

**Agency Organization**

(1) The Building Codes Division, created by SB 1034, 1987 Oregon Laws Chapter 414, coordinates the activities of and has general supervision over eight advisory, licensing and regulatory boards, as follows:

- (a) Board of Boiler Rules, established pursuant to ORS 480.535;
- (b) Certification and Training Advisory Board, established pursuant to ORS 455.130;
- (c) Electrical Board, established pursuant to ORS 479.800;
- (d) Elevator Safety Board, established pursuant to ORS 460.115;
- (e) Energy Conservation Board, established pursuant to ORS 455.510;
- (f) Mobile Home Construction and Safety Standard Advisory Board, established pursuant to ORS 446.280;
- (g) Plumbing Board, established pursuant to ORS 693.115; and
- (h) Structural Code Advisory Board, established pursuant to ORS 455.130.

(2) Appointing authority for four boards rests with the Governor, and requires Senate confirmation. Appointing authority for the other four rests with the Chairman of the Building, Housing and Real Estate Council.

(3) The Agency is located at 1535 Edgewater N.W., Salem, OR 97310.

(4) Further information on the Agency is available from the Office of the Administrator, 1535 Edgewater N.W., Salem, OR 97310. Submissions or requests should be directed to the appropriate Assistant Administrator or the Administrator.

Stat. Auth.: ORS 455.110

Stats. Implemented: ORS 455.110

Hist.: BCA 22-1989, f. 7-19-89, cert. ef. 8-1-89

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 8**

**DIVISION CODE DEVELOPMENT RULES,  
IN GENERAL**

**918-008-0000**

**Authority and Scope**

The rules in OAR Chapter 918, Division 8 are adopted under ORS 447.020, 455.030 and 479.730 and declare division policies, guidelines and procedure for revisions of the **Structural Specialty Code, Mechanical Specialty Code, Plumbing Specialty Code, Electrical Specialty Code** and **One and Two Family Dwelling Specialty Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.730

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97

**918-008-0010**

**Definitions**

For the purpose of these rules, the following definitions are adopted:

- (1) "Code adoption" means the adoption of a specialty code by reference to a particular edition of a model code. This also includes adoption of Oregon amendments, to the extent these are lawfully allowed.
- (2) "Code change proposal" is a proposed code amendment that meets the requirements of OAR 918-008-0060.
- (3) "Division code development rules" are all of the rules in OAR Chapter 918, Division 8.

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.730

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97

## **918-008-0020**

### **General Policies Regarding Division Code Development and Revision**

(1) Overriding Public Policies. Division code development decisions are bound by:

- (a) The public policy for code design in ORS 455.020;
- (b) The policy regarding adoption of model codes in ORS 455.110; and
- (c) The public policy relating to a cost analysis in ORS 455.030.

(2) Oregon Specialty Code Development:

- (a) The public policy is carried out more effectively by an orderly specialty code development process that involves in-depth consideration of ORS 455.020 as well as the technical provisions of the proposal, and coordination among the different code or program areas.
- (b) Referral of proposed code changes to one or more committees of knowledgeable persons for coordination, advice and comments before consideration by an advisory board is adopted as the primary method to evaluate proposed code adoptions or changes regardless of when and in what context proposed. This process may vary when public policy clearly requires faster or different action than provided in the division code development rules;
- (c) Code adoptions may follow a three-year cycle generally coinciding with the adoption of a new edition of the national model code on which the Oregon specialty code is patterned;
- (d) Oregon specialty code amendments may be adopted on the same three-year cycle, except the board may approve amendments on an annual cycle for years other than the Oregon specialty code adoption year; and
- (e) Oregon amendments shall focus on local Oregon issues or correct unforeseen code problems and shall not be used for wholesale early adoption of national amendments to the same code.

(3) The division shall:

- (a) Show the scope of the rulemaking. Amendments that exceed the scope of the notice shall not be adopted;
- (b) Determine if proposed amendments adversely impact other rules, programs or code areas. If there is an adverse impact, or if the impact cannot be determined without review by the technical committee, the division shall recommend the proposal be denied or deferred for processing under OAR 918-008-0030; and
- (c) Distribute written code development reports to the technical committee members and interested parties at the same time as the board.

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.730

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97



**918-008-0030****Check List and Time Line for Code Change Submittals**

(1) Amendments to the **Electrical Specialty Code, Structural Specialty Code, Mechanical Specialty Code, Plumbing Specialty Code** and the **One and Two Family Dwelling Specialty Code** shall be considered for adoption following one of the two following timelines:

- (a) Notices shall be sent to interested parties and the general public advising of the due date for code change submittals;
- (b) February 1 or August 1 - A complete code change proposal, including those filed under ORS 455.030 by "interested persons", shall be filed with the division for consideration. All filings received or made "complete" after February 1 or August 1 shall be deferred to the next regular submission date;
- (c) The division shall submit proposed amendments received under subsection (a) of this section to the appropriate board or its delegated committee for review and recommendations;
- (d) If the board refers proposals to one or more committees for review and comments the committee shall submit recommendations to the board;
- (e) The board or its delegated committee shall submit its recommendations to the administrator no later than 180 days from the date of formal submittal under subsection (b) of this section. The board or its delegated committee shall attach the cost findings on recommended amendments as required by ORS 455.030 and recommend an implementation schedule;
- (f) Following receipt of a board response under subsection (e) of this section, the administrator shall notify the amendment proponent within the time provided in ORS 455.030[(5)] and, if relevant, begin rulemaking;
- (g) If rulemaking is begun, a notice shall be filed scheduling a public hearing. A division report shall be provided to the appropriate board following the hearing;
- (h) Formal action on proposed amendments shall be taken by the appropriate board and administrator in the year of the effective date of the amendments. Amendments adopted in this process shall be available in final printed form 60-90 days prior to the effective date; and
- (i) All code amendments shall have an April 1 or October 1 effective date.

(2) Exceptions for Filings under ORS 455.030 and Temporary Rules:

(a) Filings received expressly under ORS 455.030 shall be initially evaluated by the division to determine if a temporary rule is justified under ORS 183.335. If justified, it shall be processed under subsection (b) of this section. If not, it shall be processed under section (1) or (2) of this rule; and

(b) Temporary code amendments shall be processed and adopted regardless of the time lines established in this rule when allowed by ORS 183.335. In all cases, board consultation requirements under ORS 455.030 shall be followed. Nothing shall prevent consideration of a related permanent rule in connection with adoption of a temporary rule.

(3) The submission dates in this rule shall be followed by all persons except when:

- (a) Controversial proposals are involved;
- (b) It is necessary to respond to statutory mandates;
- (c) Additional findings or documentation are required; or
- (d) When legal consultation is necessary.

(4) Nothing in the schedules established in sections (1) and (2) of this rule prevents a board from internally generating proposed adoptions or amendments of codes if it meets the submission date to the administrator for rule adoption.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.730

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97

## **918-008-0060**

### **Check List for Code Change Proposals**

All requests for code changes shall:

- (1) Be submitted on forms available from the division or on reasonable facsimiles.
- (2) Provide information required by subsections (a) through (f) of this section:
  - (a) Specific information on the cost and economic impact of the proposed change on the general public, construction industry, local and state governments and small business, with cost figures where appropriate;
  - (b) Whether any benefit to the health and safety of the occupants or public is caused by the amendment;
  - (c) If the amendment conserves scarce resources;
  - (d) Whether the code amendment issue is unique to Oregon because of geographic or climatic conditions;
  - (e) Whether the amendment is necessary because of conflict with other Oregon laws or regulations; and
  - (f) Whether amendments are necessary to correct inadequate code coverage.
- (3) Failure to comply with requirements of this rule may result in rejection of the proposal.

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.030

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97

## **918-008-0070**

### **Transition Provisions**

Nothing in these rules shall prevent the creation of a new code adoption cycle or varying the adoption cycle to more or less than three years when:

- (1) Adopting a new model code;
- (2) There is a changed model code or publication date; or

(3) It is necessary to adjust the Oregon adoption year to make it compatible with the model code adoption.

Stat. Auth.: ORS 447.020, 455.030 & 479.730

Stats. Implemented: ORS 447.020, 455.030 & 479.730

Hist.: BCD 26-1994, f. & cert. ef. 11-15-94; BCD 6-1997, f. & cert. ef. 4-1-97

## 918-008-0100

### Structural, Mechanical and Dwelling - Penalty Guidelines

(1) Scope and authority.

(a) This rule sets guidelines for civil penalties for violations under the **Structural, Mechanical and One and Two Family Dwelling Specialty Codes**.

(b) This rule is authorized by ORS 455.144(7) and carries out ORS 455.895.

(2) Definitions. For the purposes of this rule:

(a) A "flagrant violation" is an act by a:

(A) Person who, after being notified of a violation, intentionally continues it; or

(B) Prefabricated structure or component manufacturer who after receiving plan review approval, makes a deviation to the plan that impacts fire or life safety, does not seek plan review approval for the change and commences production using the non-approved plan change.

(b) "Penalty Order" is the entry of an administrative order either:

(A) Assessing a penalty; or

(B) Finding a violation regardless of whether a penalty is assessed.

(c) A "Technical Code Violation" is a violation of a specialty code provision, other than failure to obtain a permit.

(d) "Violation Under the Same Code" means:

(A) Violations under the specific **Structural, Mechanical or One and Two Family Dwelling Specialty Code**.

(B) All violations under the **One and Two Family Dwelling Specialty Code** even though the violations cover different trades.

(3) Guidelines.

(a) Civil penalties shall be brought by staff, recommended by the Building Codes Structures Board upon review of the proceeding and assessed by the division administrator, acting under delegated authority from the Director of the Department of Consumer and Business Services, as set out in this rule.

(b) Civil penalties may be lowered from the amount set in this rule, waived where further mitigation is warranted or resolved by stipulation as provided in section (4) of this rule.

(c) Civil penalties under ORS 455.895 shall be:

- (A) \$250 for the first violation;
  - (B) \$500 for a violation following a penalty order under the same code committed within a 24-month period;
  - (C) \$1,000 for violations following a second penalty order under the same code committed within a 24-month period; or
  - (D) Optionally, \$1,000 per occurrence, or per day, for a flagrant violation.
- (i) Continuing violations under ORS 455.895 shall only be brought for flagrant violations.
  - (ii) Continuing violations shall not exceed ten days of continuance.
- (d) The penalty amounts under subsection (c) of this section shall be initially determined at the time a notice of intended action is provided to the accused person.
- (A) All penalty amounts shall be based on the lowest amount provided under subsection (c) of this section unless a penalty order covering the same violation or violation under the same code was entered within the preceeding 24 months;
- (B) If a penalty order covering the same violation or violation under the same code was entered during the preceeding 24 months the penalty sought shall be increased as provided in subsection (c) of this section;
- (C) All multiple charges brought at the same time or covering the identical transaction which result in one or more penalty orders shall be counted as a single penalty order for the purposes of determining the appropriate penalty level.
- (e) If a dispute concerning the application of the **Structural, Mechanical or One and Two Family Dwelling Specialty Code** is appealed to a local appeals board or to the Building Codes Structures Board under ORS 455.690, or both:
- (A) No civil penalty shall be sought or assessed for violation of the code provision that was appealed, until after the appeal is resolved and a reasonable time, not less than 30 days, is allowed to make corrections, if corrections are necessary.
- (B) Notwithstanding an administrative appeal, civil penalties can be brought or assessed for failure to obtain a permit if the issues on appeal do not involve the question of whether a permit was necessary.
- (C) The obligation is on the person charged or about to be charged for violation to advise of an appeal under this subsection.
- (4) Resolution by Stipulation.
- (a) Division staff is authorized to seek resolution by stipulation, subject to acceptance and approval by the administrator, if:
- (A) The matter is resolved before entry of an order assessing penalty;
  - (B) The respondent corrects or proceeds to correct all deficiencies itemized by staff or appropriate inspector within the time allowed; and
  - (C) The penalty amount agreed to is tendered in cash, certified check, bank draft, cashiers check or postal money order, along with the stipulation.
- (b) A stipulation shall not be accepted for less than the guideline provided in this rule, if the violation is for failure to obtain a required permit and a permit is not obtained as part of the resolution.
- (5) Technical code violation.

(a) Except as provided in subsection (b) of this section, no penalties shall be sought for a technical code violation under any or all of the **Structural, Mechanical or One and Two Family Dwelling Specialty Code** areas unless a person has more than four technical code violations which required repeat notices to correct during a 24-month period provided corrections or satisfactory changes are made within the time provided by the inspecting jurisdiction following the second notice.

(b) This section does not apply to a technical code violation which is not corrected or changed after a repeated request for correction or change.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: .ORS 455.144 & 455.895

Stats. Implemented: .ORS 455.895

Hist.: BCD 11-1995, f. 9-15-95, cert. ef. 10-1-95

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 10**

**REGULATION OF DRUG MANUFACTURING SITES**

**918-010-0005**

**Reasonable Notice to Interested Persons**

(1) There is created an interested persons mailing list, maintained by the division, captioned "Regulation of Illegal Drug Manufacturing Sites". All persons wishing to receive notice of rulemaking may get on this list by sending a written request to the Division.

(2) Before the adoption, amendment or repeal of this rule, notice will be given to the persons shown in OAR 918-001-0005 as well as the Health Division, State Fire Marshal, Real Estate Commissioner and local governments through their Building Official or chief executive officer if there is no Building Official.

Stat. Auth.: ORS Ch. 453

Stats. Implemented: ORS 455.030

Hist.: BCA 15-1990(Temp), f. 6-27-90, cert. ef. 7-1-90; BCA 29-1990, f. 12-21-90, cert. ef. 12-30-90

**918-010-0010**

**Purpose and Scope of Rule**

This rule carries out the Division's responsibilities under ORS 453.879 and 453.906. It is intended for use in connection with OAR 333 Division 40, rules of the Health Division relating to cleanup of toxic contamination from illegal drug manufacturing.

Stat. Auth.: ORS Ch. 453

Stats. Implemented: ORS 453.879

Hist.: BCA 15-1990(Temp), f. 6-27-90, cert. ef. 7-1-90; BCA 29-1990, f. 12-21-90, cert. ef. 12-30-90

**918-010-0015****Registry of Property "Not Fit For Use"**

(1) As required by ORS 453.879, there is created within the Building Codes Division, a registry of property "Not Fit For Use".

(2) The registry shall list property determined as "not fit for use" under ORS 453.876 and under the rules of the Health Division.

(3) Property declared "not fit for use" shall be listed in the Registry only when the Assistant Director of Health or a designee thereof advises the division that action has been taken to declare the property as not fit for use. The listing will show the information provided by the Department of Health and will be revised or clarified when additional information is provided from the Department of Health.

(4) Property listed in the registry will be removed from the registry when:

(a) The division receives an original Health Division certification or a certified true copy of the Health Division certification under ORS 453.885 that the property has been decontaminated in compliance with rules of the Health Division;

(b) The division is formally advised by a certified copy of a final court judgment that the initial "not fit for use" determination" was reversed on appeal under ORS 453.876, or if the reversal was by administrative action, a certified copy of the final division order;

(c) The Division is provided with confirmed evidence, including proof or an affirmation that all lawful requirements were followed, that the contaminated property has been destroyed.

(5) Except for those cases where direction to remove the property from the list is received from a Court or from a governmental agency with authority to act, a written request to remove a property from the list must be under oath and must show:

(a) That the person making the request is the owner of the property, is authorized by the owner under a written power of attorney or is otherwise lawfully authorized to act in the transaction;

(b) Proof of statutory ground for removal of the listing;

(c) The clear identity of the property for which removal of listing is requested.

Stat. Auth.: ORS Ch. 453

Stats. Implemented: ORS 453.879

Hist.: BCA 29-1990, f. 12-21-90, cert. ef. 12-30-90

**918-010-0020****Notice of Listing in the Registry**

(1) The Registry is a public record open to inspection by the public during normal business hours.

(2) Copies of documents adding to or removing property from the list will be provided to any person upon written request. Persons requesting copies must designate whether the request covers all transactions within the state, only transactions within a particular jurisdiction or a particular transaction:

(a) An annual charge of \$30 will be made to any person requesting continuing notice of properties added or removed from the list. The annual charge shall be for a calendar year, beginning January 1 of each year. The annual charge for persons placed on the notification list in the middle of a calendar year shall be prorated to reflect the number of months remaining in that calendar year;

(b) No charge will be made to any governmental body and the fee may be waived for any person, such as a trade association, who acts as a conduit and agrees to distribute the information to at least ten additional persons.

(3) Copies of transactions adding or removing properties to the list will be automatically provided to the Health Division and to the Local Health Department, and through the local Building Official, to the local city or county government involved, or if there is no Building Official, to the city or county chief executive officer.

Stat. Auth.: ORS Ch. 453

Stats. Implemented: ORS 453.879

Hist.: BCA 29-1990, f. 12-21-90, cert. ef. 12-30-90

## 918-010-0025

### Condemnation, Demolition and Vacation of Property and Removal of Contents

(1) Once property is designated as "Unfit for Use," procedures for requiring removal of contents or vacation of the premises may be started.

(2) The standards in the **1988 Edition of The Uniform Code for the Abatement of Dangerous Buildings** published by the International Conference of Building Officials are adopted under ORS 453.906 as the uniform standards whereby local building code enforcement agencies may act to condemn, demolish, and require the vacation of the property or removal of contents, provided, however, the "Dangerous Building Section," Section 302 of the Uniform Code, may only be used when the conditions or defect results from, or is made more dangerous to the life, health, property or safety of the public or its occupants because of the use of the property or its status as an illegal drug manufacturing site.

(3) Nothing in this rule prohibits any local jurisdiction from adopting the procedures provided in the Uniform Code for the Abatement of Dangerous Buildings.

**NOTE:** A copy of the **1988 Edition of The Uniform Code for the Abatement Of Dangerous Buildings** published by the International Conference of Building Officials is available at the Division office at 1535 Edgewater N.W., Salem, OR, 97310 for inspection during normal business hours.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 453

Stats. Implemented: ORS 453.879

Hist.: BCA 29-1990, f. 12-21-90, cert. ef. 12-30-90

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 20**

**DELEGATION OF PROGRAMS TO LOCAL JURISDICTIONS**

**918-020-0010**

**Relationship of Delegation Rules to Statute**

These rules establish standards for a procedure for cooperation between local municipalities and the Oregon State Fire Marshal required by ORS 455.150(6). The notice of assumption of any portion of the plan review program, required by ORS 455.150(2), must include a procedure for cooperation with the State Fire Marshal or the State Fire Marshal's designee, to consider a uniform fire code in the plan review process.

Stat. Auth.: ORS 455.150

Stats. Implemented: ORS 455.150

Hist.: BCD 4-1994, f. 2-25-94, cert. ef. 3-1-94

**918-020-0020**

**Cooperation with Other Agencies**

(1) Each municipality assuming any portion of the plan review program shall, with the notice of program assumption, include a procedure for communication and cooperation with the State Fire Marshal or the Fire Marshal's certified designee. The procedure shall provide the Fire Marshal an opportunity to examine construction plans for those buildings which the Fire Marshal inspects for occupancy standards under ORS 476.030. If a procedure is not adopted and signed by both the Building Official and the State Fire Marshal or the Fire Marshal's certified designee, the request for program assumption shall include the following minimum provisions for notice to the Fire Marshal:

- (a) The time and place where construction plans and specifications will be available;
- (b) The proposed type of building construction and occupancy;
- (c) Any changes from the fire and life safety standards of the applicable code proposed as alternate methods of construction; and

(d) Any procedure or agreement which may shorten or eliminate the time the construction plans and specifications may be available for examination;

(2) The procedure shall establish a reasonable time limit for comment by the Fire Marshal.

Stat. Auth.: ORS 455.150

Stats. Implemented: ORS 455.150

Hist.: BCD 4-1994, f. 2-25-94, cert. ef. 3-1-94

## **918-020-0070**

### **Purpose and Scope**

(1) This division interprets and applies 1995 Oregon Laws Chapter 553, Sections 1 to 4 and 9. Section 2 provides that municipalities that administer and enforce building inspection programs may do so for a period of four years. Section 2 authorizes the Department of Consumer and Business Services to adopt rules to adjust time periods for administration of building inspection programs to allow for variations in the needs of the department and participants. Section 9 directs the Department of Consumer and Business Services to adopt rules regulating municipal administration and enforcement of building inspection programs including, but not limited to:

(a) The creation of building inspection program application and amendment requirements and procedures;

(b) Granting or denying applications for building inspection program authority and amendments;

(c) Reviewing procedures and program operations of municipalities;

(d) The creation of standards for efficient, effective, timely and acceptable building inspection programs;

(e) The creation of standards for justifying increases in building inspection program fees adopted by a municipality; and

(f) The creation of standards to determine whether a county or department building inspection program is economically impaired in its ability to reasonably continue providing the program or part of the program throughout the county, if another municipality is allowed to provide a building inspection program or part of a building inspection program within the same county.

(2) The purpose of these rules is to encourage municipalities to assume responsibility for the administration and enforcement of building inspection programs to the fullest possible extent. Under the rules each municipality is responsible for developing an independent operating plan which describes the manner in which the municipality will administer and enforce its building inspection program. Municipalities are encouraged to develop operating plans which meet the identified needs of their individual communities. The Building Codes Division intends to cooperate with municipalities to assist them in obtaining and maintaining authority to administer and enforce efficient, effective, timely and acceptable building inspection programs.

(3) For the purpose of these rules, "reporting period" means a four-year period during which a municipality may administer and enforce a building inspection program pursuant to an approved operating plan.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

**918-020-0080****Delegation of Building Inspection Programs**

The state Building Codes Division and every municipality that administers and enforces a building inspection program or desires to assume responsibility to administer and enforce a building inspection program shall prepare an operating plan that describes the manner in which the municipality or the division will do so. The operating plan shall establish specific goals, consistent with the program standards described in OAR 918-020-0090.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

**918-020-0090****Program Standards**

The state Building Codes Division and every municipality that administers and enforces a building inspection program shall establish and maintain the minimum standards, policies and procedures set forth in this section.

(1) Administrative Standards. A building inspection program shall:

(a) Provide adequate funds, equipment and other resources necessary to administer and enforce the building inspection program in conformance with an approved operating plan;

(b) Document the authority and responsibilities of the building official, plan reviewers and inspectors in writing. The authority shall be based on an ordinance or resolution which authorizes the building official on behalf of the municipality to administer and enforce a building inspection program;

(c) Establish a local appeals process to review appeals of technical and scientific determinations made by the building official regarding any provision of the specialty codes the municipality administers and enforces;

(d) Separately account for all revenues collected and expenditures made in connection with the administration and enforcement of the building inspection program, prepare income and expense projections for each code program it will administer and enforce during the reporting period and describe how general administrative overhead costs and losses or surpluses, if any, will be allocated;

(e) Establish policies and procedures for the retention and retrieval of records relating to the administration and enforcement of the specialty codes it administers and enforces;

(f) Make its operating plan available to the public;

(g) Establish a process to receive public inquiries, comments and complaints;

(h) Adopt a process to receive and respond to customers' questions regarding permitting, plan review and inspections. A municipality shall set reasonable time periods between 7 a.m. and 6 p.m. on days its permit office is open, weekends and holidays excluded, during which it will receive and respond to customers' questions;

(i) Post its jurisdictional boundary, types of permits sold and hours of operation at the counter of each permit office it operates; and

(j) Identify all persons in addition to the building official to whom notices issued pursuant to these rules should be sent.

(2) Permitting Standards. A building inspection program shall:

(a) Provide at least one office within its jurisdictional boundary where permits may be purchased. A municipality shall set reasonable time periods between 7 a.m. and 6 p.m. on days its permit office is open, weekends and holidays excluded, during which it will make permits available for purchase;

(b) Establish policies and procedures for receiving permit applications, determining whether permit applications are complete and notifying applicants what information, if any, is required to complete an application.

(c) Set reasonable time periods within which the municipality will advise permit applicants whether an application is complete or requires additional information;

(d) Set reasonable time periods within which the municipality will generally issue a permit after an application has been deemed complete;

(e) Establish policies and procedure for issuing permits not requiring plan review, emergency permits, temporary permits, master permits and minor labels. A municipality shall provide a means to receive permit applications via facsimile; and

(f) Require proof of licensing, registration and certification requirements of any person who proposes to engage in any activity regulated by ORS Chapters 446, 447, 455, 479, 693 and 701 prior to issuing any permit.

(3) Plan Review Standards. A building inspection program shall:

(a) Establish policies and procedures for use in its plan review process to:

(A) Assure compliance with the specialty codes it is responsible for administering and enforcing;

(B) Make copies of any checklists or other materials available at the permit counter of each permitting office it operates which would reasonably apprise persons of the information they are required to submit to constitute a complete permit application or set of plans; and

(C) Verify that all plans have been stamped by a registered design professional where required;

(b) Employ or contract with a person licensed, registered or certified to provide consultation and advice on plan reviews as may be deemed necessary by the building official based on the complexity and scope of its customers' needs; and

(c) Maintain a list of all persons it employs or contracts with to provide plan review services which includes the licenses, registrations and certifications held by each plan reviewer as well as evidence of compliance with all applicable statutory or professional continuing education requirements.

(4) Inspection Standards. A building inspection program shall:

(a) Set reasonable time periods between 7 a.m. and 6 p.m. on days its permit office is open, weekends and holidays excluded, during which it will provide inspection services. Notwithstanding the time periods described, a municipality and a permittee may agree to alternative inspection schedules;

(b) Unless otherwise specified by statute or specialty code, establish reasonable time periods within which inspection services will be provided upon receipt of requests for inspections;

(c) Establish policies and procedures regarding the provision of inspection services. Where a municipality elects to use an inspection checklist the municipality shall make copies of the checklist available;

(d) Maintain a list of all persons it employs or contracts with to provide inspection services which includes the licenses,

registrations and certifications held by persons performing inspection services as well as evidence of compliance with all applicable statutory or professional continuing education requirements;

(e) Vest the building official with authority to issue stop work orders for failure to comply with the specialty codes the municipality is responsible for administering and enforcing; and

(f) Where a municipality elects to investigate and enforce electrical and plumbing violations under ORS 455.156, the municipality's inspectors shall require proof of compliance with the licensing, permitting, registration and certification requirements of persons engaged in any activity regulated by ORS Chapters 447, 455, 479, 693 and 701. Inspectors shall note any violation of a licensing, permitting, registration or certification requirement and file a report with the appropriate enforcement agency.

(5) Compliance Programs. A building inspection program shall establish:

(a) Procedures to respond to public complaints regarding work performed without a permit or in violation of the specialty codes the municipality is responsible for administering and enforcing;

(b) Policies and procedures regarding investigation of complaints, where the municipality elects to investigate and enforce plumbing and electrical violations pursuant to ORS 455.156; and

(c) Policies and procedures regarding the issuance of notices of proposed assessments of civil penalties, where the municipality elects to act as an agent of a board pursuant to ORS 455.156.

(6) Electrical Programs. Municipalities that administer and enforce an electrical program shall also demonstrate compliance with all applicable electrical rules adopted pursuant to ORS 479.855.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0100**

### **Notice of Intent to Administer New Inspection Program**

(1) Prior to filing a request with the division to administer and enforce a new building inspection program or part of a building inspection program, a municipality shall, by November 15, provide notice of its intended action to, and consult with:

(a) The county in which the municipality is physically located, where the county currently administers building inspection programs similar to the proposed municipal program; and

(b) All other municipalities within the same county which currently administer building inspection programs similar to the proposed municipal program.

(2) Prior to filing a request with the division to administer and enforce a new building inspection program or part of a building inspection program, a municipality shall provide notice of its intended action to the division by November 15. Where the division currently administers building inspection programs similar to the proposed municipal program, the municipality shall also consult with the division by November 15.

(3) If a municipality has scheduled meetings where public comments will be received concerning a proposal to administer and enforce a new building inspection program or part of a building inspection program, the notice described in sections (1) and (2) of this rule shall state the time, place and subject matter of each scheduled meeting. For purposes

of this rule the term "meetings" shall include meetings of public and advisory bodies.

(4) The division shall establish and maintain a list of all interested persons who wish to receive notice of municipal proposals to administer and enforce a new building inspection program or portions of a building inspection program. Interested persons who wish to receive notice of municipal proposals to administer and enforce a new building inspection program or portions of a building inspection program shall notify the division in writing by October 16.

(5) Upon receipt of a notice of intent from a municipality to administer and enforce a new building inspection program or part of a building inspection program, the division shall, by December 1, notify in writing all interested persons on the division's mailing list by providing copies of the notices and meeting schedules submitted by municipalities.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0110**

### **Information Required**

A municipality that proposes to administer and enforce a new building inspection program or part of a building inspection program shall, by January 1, provide the division, affected jurisdictions and interested persons the following materials:

- (1) A completed division form which describes the specialty codes the municipality will administer and enforce beginning July 1 of the next reporting period;
- (2) A copy of the municipality's operating plan as described in OAR 918-020-0090;
- (3) Evidence of ability to administer and enforce the proposed building inspection program or part of a building inspection program;
- (4) Evidence of compliance with the notice and consultation requirements contained in OAR 918-020-0100;
- (5) Evidence of concurrence by affected jurisdictions or the division, if any, that the proposed building inspection program will not economically impair an existing program within the same county;
- (6) Claims of economic impairment, if any, received by the municipality from affected jurisdictions or the division; and
- (7) Any written comments or testimony received from interested persons.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0120**

### **Claim of Economic Impairment**

- (1) A jurisdiction claiming economic impairment shall, by January 16, provide written notice to the requesting

municipality and the division that the proposed municipal building inspection program will economically impair its ability to reasonably administer an existing building inspection program or part of a building inspection program.

(2) A jurisdiction claiming economic impairment shall, by February 1, provide the division and the requesting municipality evidence describing the manner in which the proposed municipal building inspection program will economically impair its ability to reasonably administer an existing building inspection program or part of a building inspection program. Such evidence shall include, but not be limited to:

(a) A projected impact on existing building inspection program revenues resulting from the proposed municipal building inspection program;

(b) A projected impact on direct and indirect building inspection program expenses resulting from the proposed municipal building inspection program; and

(c) A projected impact on its staffing requirements necessary to administer remaining building inspection programs resulting from the proposed municipal building inspection program.

(3) Where the division claims an economic impairment it shall, by January 16, provide written notice to the requesting municipality that the proposed municipal building inspection program will economically impair its ability to reasonably administer an existing building inspection program or part of a building inspection program.

(4) Where the division claims an economic impairment it shall, by February 1, provide the requesting municipality evidence describing the manner in which the proposed municipal building inspection program will economically impair its ability to reasonably administer an existing building inspection program or part of a building inspection program. Such evidence shall include, but not be limited to:

(a) A projected impact on existing building inspection program revenues resulting from the proposed municipal building inspection program;

(b) A projected impact on direct and indirect building inspection program expenses resulting from the proposed municipal building inspection program; and

(c) A projected impact on its staffing requirements necessary to administer remaining building inspection programs resulting from the proposed municipal building inspection program.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0130**

### **Interested Persons' Comments**

Interested persons may submit written comments to the division regarding a municipal proposal to administer and enforce a new building inspection program or part of a building inspection program no later than February 1. Interested persons shall provide the division evidence that the issues raised in any written comments have been previously submitted to the municipality proposing to administer and enforce a new building inspection program for consideration. The division shall not consider any written comments submitted by interested persons which have not been previously submitted to a municipality for consideration.

Stat. Auth.: ORS 455.160



Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0140**

### **Response to Economic Impairment Claim**

(1) A municipality may submit rebuttal evidence to the division in response to a claim of economic impairment no later than February 15.

(2) The division may require a municipality to provide such additional materials and information which the division may deem necessary to determine whether the proposed municipal program will economically impair an affected jurisdiction's or the division's ability to reasonably administer an existing building inspection program or part of a building inspection program.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0150**

### **Timely Submission of Request**

(1) The division shall not consider any municipal request to administer and enforce a new building inspection program or part of a building inspection program which is not submitted in a timely manner and does not contain the materials described in OAR 918-020-0110.

(2) The division shall not consider any claim by an affected jurisdiction that a proposed municipal building inspection program economically impairs the jurisdiction's ability to reasonably administer an existing building inspection which is not submitted in a timely manner and does not contain the materials described in OAR 918-020-0120.

(3) The division shall not consider any comments submitted by interested persons that a proposed municipal building inspection program economically impairs the jurisdiction's ability to reasonably administer an existing building inspection which are not submitted in a timely manner.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95

## **918-020-0160**

### **Declaration of Economic Impairment**

(1) The administrator shall approve or deny a municipal proposal to administer a new program by April 1. The administrator shall declare that a proposed municipal building inspection program economically impairs an affected jurisdiction's or the division's ability to reasonably administer an existing building inspection program or part of a

building inspection program if:

- (a) The proposed municipal inspection program would result in a reduction of building inspection program staff to a point where the affected jurisdiction or the division would not be able to maintain a level of service comparable to the current level of service; or
- (b) The proposed municipal program will cause the affected jurisdiction or the division to experience an unreasonable increase in permit processing, plan review or inspection response time; or
- (c) The proposed municipal program would adversely impact the affected jurisdiction's or the division's ability to meet its minimum budgetary requirements to administer and enforce a building inspection program; or
- (d) The affected jurisdiction or the division would be required to significantly increase its building inspection program fees in order to maintain the same level of service which existed prior to the proposed municipal building inspection program.

(2) The administrator shall prepare and deliver to the requesting municipality and affected jurisdictions written findings, including a summary of comments and exhibits received from all interested parties which form the basis of any decision regarding a claim of economic impairment. Judicial review of the administrator's decision will be available as provided for in statute.

Stat. Auth.: ORS 455.160

Stats. Implemented: ORS 455.160

Hist.: BCD 16-1995, f. 9-28-95, cert. ef. 10-1-95; BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0170**

### **Notice of Intent to Administer and Enforce Existing Building Inspection Programs (Self-Certification)**

(1) By January 1, 1997, every municipality that currently administers and enforces a building inspection program shall submit to the division:

- (a) A completed division form which describes the specialty codes the municipality will administer and enforce beginning July 1, 1997;
- (b) A copy of the municipality's operating plan as described in OAR 918-020-0090; and
- (c) A completed division form on which the municipality shall certify whether it is operating in conformity with specific goals contained in the municipality's operating plan. Where a municipality identifies that it is not operating in conformity with the specific goals contained in its operating plan, the municipality shall also submit a proposed correction plan.

(2) The division shall review operating plans submitted by municipalities to verify compliance with the minimum standards, policies and procedures contained in OAR 918-020-0090. The division shall either approve the operating plan or notify the building official of exactly what information or materials are required to complete the operating plan by April 1, 1997. The building official shall have until May 15, 1997, to submit to the division a revised operating plan which contains the materials or information necessary to complete the operating plan.

(3) By January 1 prior to the first year of each subsequent reporting period a municipality shall submit to the division:

- (a) A completed division form which describes the specialty codes the municipality will administer and enforce beginning July 1 of the next reporting period;

(b) A copy of the municipality's operating plan as described in OAR 918-020-0090; and

(c) A completed division form on which the municipality shall certify whether it is operating in conformity with specific goals contained in the municipality's operating plan. Where a municipality identifies that it is not operating in conformity with the specific goals contained in its operating plan the municipality shall also submit a proposed correction plan.

(4) Requests to extend the January 1 date described in Sections 1 and 3 of this rule shall be filed with the division no later than December 21.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, 7-1-96, cert. ef. 10-1-96

## **918-020-0180**

### **Reporting Periods**

(1) All municipalities administering and enforcing a building inspection program on July 1, 1997, shall have four-year reporting periods. The division shall divide the municipalities administering and enforcing building inspection programs into four separate reporting groups identified as Group One, Group Two, Group Three and Group Four. Each reporting group shall contain approximately one quarter (25 percent) of the municipalities administering and enforcing building inspection programs on July 1, 1997. Reporting periods for each group shall begin on July 1 of the first year and shall end on June 30 of the fourth year, except as provided by Sections 2 to 5 of this rule.

(2) The first reporting period for municipalities in Group One shall start on July 1, 1997, and end on June 30, 1998. All subsequent reporting periods shall be four years. Municipalities in Group One shall not be required to submit a second operating plan until after the division has completed a general review of the municipal building inspection program following the conclusion of the first reporting period.

(3) The first reporting period for municipalities in Group Two shall start on July 1, 1997, and end on June 30, 1999. All subsequent reporting periods shall be for four years.

(4) The first reporting period for municipalities in Group Three shall start on July 1, 1997, and end on June 30, 2000. All subsequent reporting periods shall be for four years.

(5) The first reporting period for municipalities in Group Four shall start on July 1, 1997, and end on June 30, 2001. All subsequent reporting periods shall be for four years.

(6) The first reporting period for municipalities authorized to administer and enforce new building inspection programs shall start July 1 of the first year the municipality is authorized to administer and enforce a new building inspection program and shall end on June 30 of the fourth year. All subsequent reporting periods shall be for four years.

(7) A municipality which amends an existing building inspection program through the assumption of a new code program shall not alter its reporting period

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

**918-020-0190****Program Review**

(1) General Review. The division may conduct a general review of a municipal building inspection program during a municipality's reporting period to verify that the municipality is operating in conformity with the specific goals contained in the municipality's operating plan. The division may also review building inspection programs to verify compliance with any correction plans submitted by a municipality where a municipality is not operating in conformity with the specific goals contained in its operating plan. The division shall notify a municipality at least 21 days prior to beginning a general review.

(2) Interim Review. The division may perform an interim review of a municipal building inspection program any time the division receives a complaint or other information which reasonably suggests a municipality is not operating in conformity with its operating plan or has failed to comply with the minimum standards for the administration and enforcement of building inspection programs described in this rule. Prior to beginning an interim review the division shall notify the building official in writing by certified or registered mail of the standards with which the municipality is alleged to have failed to comply. The building official shall have 30 days to respond to the notice. If the building official fails to respond or does not adequately address the issues raised by the division in the notice, the division may conduct an interim review.

(3) Building inspection programs administered and enforced by the division shall be subject to a general review in the same manner prescribed for municipal building inspection programs. The administrator shall prepare and deliver a final report to the Director of the Department of Consumer and Business Services and interested persons for review.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

**918-020-0200****Review Procedures**

(1) Initial Interview. The administrator may appoint one active building official from a municipality similar in size to the municipality subject to review and one contractor from an area similar in size and character to the municipality subject to review to assist and advise division staff during a general or interim review. Prior to beginning any general or interim review the division shall conduct an initial interview with the building official.

(2) Review of Records. The division may request a municipality to provide it the opportunity to review documents and records, whether electronic or other media, regarding the administration and enforcement of a building inspection program.

(3) General Administration and Compliance Review. The division shall review and verify compliance with the general administration and compliance program requirements described in OAR 918-020-0090 of this rule.

(4) Review of Prior Approved Construction Plans. The division will review a random selection of construction plans approved by the municipality during the subject reporting period and verify compliance with the minimum requirements of the applicable specialty codes.

(5) Review of Inspections. The division will review a random selection of inspections completed by the municipality during the subject reporting period and verify compliance with the applicable specialty codes.

(6) **Post-Review Interview.** At the completion of a general or interim review the division shall conduct a post-review interview with the building official or person designated by the building official. The reviewer shall describe the general results of the review, issue written notice regarding any failure to conform with an approved operating plan which requires immediate attention and generally respond to any questions.

(7) **Final Report.** The division shall prepare and deliver a final written report describing the results of the review to a municipality within 60 days of completing a general or interim review.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0210**

### **Nonconformance Notice and Program Revocation**

#### **(1) Nonconformance Notice:**

(a) Where required, the division shall issue a nonconformance notice to the building official and chief executive officer concurrently with the written report. A nonconformance notice shall be served on the building official and chief executive officer by certified or registered mail. A nonconformance notice shall only be issued following a general or interim review where a municipality fails to comply with any of the general standards for the administration and enforcement of a building inspection program contained in this rule;

(b) Within 30 days of receiving a nonconformance notice a municipality shall file a proposed correction plan with the division. The correction plan shall be in writing and shall contain:

(A) A detailed description of the actions the municipality proposes to take to correct each nonconformance noted in the final report; and

(B) A detailed timeline for correcting each nonconformance noted in the final report.

(c) The division will accept or deny a proposed correction plan within 30 days of receiving any plan. The division will advise a municipality in writing of the portions of the plan which do not adequately address any nonconformance noted. A municipality must submit a final correction plan within 30 days of receiving the division's response to a proposed correction plan;

(d) The division will advise a municipality of any matters which require immediate attention where a general or interim review reveals an imminent risk of personal injury or threat to health and safety.

(2) **Program Revocation.** The division may revoke a municipality's authority to administer and enforce a building inspection program or part of a program following a general or interim review if the municipality:

(a) Fails to submit a proposed correction plan after receiving a nonconformance notice;

(b) Fails to submit an acceptable final correction plan after receiving comments from the division regarding a proposed correction plan; or

(c) Fails to comply with the specific correction requirements contained in an approved final correction plan.

(3) **Review of Proposed Revocation.**

- (a) The administrator may appoint a five person panel to review a recommendation to revoke a municipal building inspection program. The panel shall consist of two building officials from jurisdictions similar in size to the municipality subject to the proposed revocation, two contractors from areas similar in size and character to the municipality subject to the proposed revocation and one person who shall be determined by the administrator;
- (b) The panel shall review the final report delivered to the building official together with any correction plans submitted by the municipality subject to the proposed revocation. The panel may allow the municipality subject to the proposed revocation to submit additional materials in response to the proposed revocation;
- (c) The panel shall submit final recommendations to the administrator within 45 days of its appointment.
- (4) Final Decision. The administrator shall issue a written decision revoking a municipality's authority to administer and enforce a building inspection program. The decision shall be based on the final report delivered to the building official, any correction plans submitted by the municipality and recommendations, if any, submitted by a review panel appointed by the administrator. Judicial review of the decision will be available as provided for in statute.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

## **918-020-0220**

### **Requests for Fee Increases**

- (1) A municipality may submit a request to increase permit fees any time during the municipality's four-year review period.
- (2) Municipal requests to increase fees charged for any permits issued under any code administered and enforced by the municipality shall include a narrative explaining why the requested permit fee increase is reasonable and necessary to continue to administer and enforce the code for which the fee increase has been requested. The narrative shall contain the following information:
  - (a) The municipality's current fee schedule for permits issued under the code for which the fee increase has been requested;
  - (b) The actual number of permits issued by the municipality per year for the current reporting period under the code for which the fee increase has been requested;
  - (c) The number of permits projected by the municipality to be issued per year at the beginning of the current four-year reporting period under the code for which the fee increase has been requested;
  - (d) Revised projections for the number of permits per year the municipality expects to issue during the remainder of the four year reporting period under the code for which the fee increase has been requested;
  - (e) Actual costs per year for the current four-year reporting period to administer and enforce the code for which the fee increase has been requested;
  - (f) Projected cost per year to administer and enforce the code for which the permit fee increase has been requested at the beginning of the municipality's current four-year reporting period;
  - (g) Revised projected costs to administer and enforce the code for which the permit fee increase is being sought for the

remainder of the municipality's four-year reporting period;

(h) A projected fee schedule for the remainder of the four-year reporting period for permits issued under the code for which the fee increase has been requested; and

(i) A statement describing the dates, times, and locations where interested persons may submit comments to the municipality regarding the requested fee increase.

(3) The division shall establish and maintain a list of all interested persons who wish to receive notice of municipal requests to increase building inspection program fees. The division shall notify in writing all interested persons on the division's mailing list within 30 days of receiving a municipal request to increase building inspection program fees.

(4) Upon request by 10 or more interested persons or an association with 10 or more members, the administrator shall convene a public hearing to receive comments on the proposed fee increase as provided in statute. If no request for hearing is received, the administrator may rely on comments received at the local level as required by statute. The administrator shall issue findings and declare within 30 days of the close of the record whether the requested fee increase is reasonable and necessary. Judicial review of the administrator's decision shall be available as provided for in statute.

Stat. Auth.: 1995 Oregon Laws Ch. 553

Stats. Implemented: 1995 Oregon Laws Ch. 553

Hist.: BCD 9-1996, f. 7-1-96, cert. ef. 10-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 98**

**CERTIFICATION RULES**

**918-098-0000**

**Purpose and Scope**

(1) The purpose of OAR 918-098-0000 through 918-098-0470 is to implement:

(a) ORS 455.622 which instructs the Director of the Department of Consumer and Business Services to adopt requirements for certification of one and two family dwelling plans examiners and inspectors;

(b) ORS 455.720 which instructs the Director of the Department of Consumer and Business Services to establish certification, training and experience requirements for building officials, plans examiners and inspectors; and

(c) ORS 446.250 which instructs the Director of the Department of Consumer and Business Services to adopt minimum qualifications for certification of manufactured dwelling inspectors.

(2) These rules shall not restrict a municipality or the state from adopting additional employment qualifications or training requirements for building officials, plans examiners and inspectors as a condition of employment.

(3) These rules shall not apply to the certification of inspectors to perform inspections under the **Electrical Specialty Code, Plumbing Specialty Code, Elevator Specialty Code or Boiler and Pressure Vessel Specialty Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 446.250, 455.622 & 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0200; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

**918-098-0010**

**Definitions**



- (1) "A-level Structures" means structures regulated by the **Oregon Structural Specialty Code** that require a state fire and life safety plan review or are required to be designed by an Oregon licensed architect or engineer pursuant to ORS chapter 671.
- (2) "B-level Structures" means structures regulated by the **Oregon Structural Specialty Code** that do not require a state fire and life safety plan review and are not required to be designed by an Oregon licensed architect or engineer pursuant to ORS chapter 671.
- (3) "Building Inspection Technology" means a two-year diversified or a one-year focused curriculum meeting the requirements of OAR 918-098-0422 or 918-098-0423.
- (4) "Classroom" means an instructional environment the instructor believes is most conducive for the student to learn the material in a specific unit.
- (5) "Code Change Course" means a continuing education course that addresses changes to specialty codes, standards, statutes or administrative rules.
- (6) "Design" means professional, engineering or technical design of systems or components that requires computations, research or special knowledge.
- (7) "Diversified" means varied experience in structural steel, complex wood framing and concrete or masonry construction.
- (8) "Division" means the Building Codes Division.
- (9) "Education Institution" is an institution accredited through a nationally recognized body and is usually governed by a local board and receives a state recognition.
- (10) "Education Program" is a minimum two-year diversified or one-year focused building inspection technology program administered by an education institution.
- (11) "In-Training Program" means a division-approved on-the-job training and practical evaluation program designed to train a person to qualify to sit for examination in a particular code.
- (12) "Nationally Recognized Certification Body" means a body or organization that provides formal recognition that a person possesses minimum knowledge of a recognized code.
- (13) "Recognized Code" means a regulatory document enforced by one or more state or local governments that proscribes minimum standards for building materials and construction methods of buildings or structures and building service equipment including plumbing, mechanical and electrical systems.
- (14) "Training Program" means a one and two family dwelling plans examiner or inspector on-the-job cross-training program and practical evaluation that meets the minimum training and education requirements established by the division with the advice of the appropriate state advisory board.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 23-1996(Temp), f. & cert. ef. 10-21-96; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0220; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

**918-098-0020****Certification of Building Officials**

Applicants for certification as a building official shall pay the required fee and pass a division-approved building official certification examination covering:

- (1) Oregon statutes, administrative rules and practices on the administration and enforcement of building inspection programs; and
- (2) The administrative sections of the **One and Two Family Dwelling Specialty Code, Structural Specialty Code, Mechanical Specialty Code, Plumbing Specialty Code, Electrical Specialty Code** and **Oregon Manufactured Dwelling Standard**.
- (3) Applicants who fail the division-approved examination on the:
  - (a) First attempt shall be required to wait 30 days before retaking a required written or practical examination;
  - (b) Second attempt shall be required to wait at least 90 days before retaking the examination; and
  - (c) Third or subsequent attempts shall be required to wait one year before retaking the examination.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.730

Stats. Implemented: ORS 455.730

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0410; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

**918-098-0030****Inspector Certification**

- (1) Applicants for plan review and inspector certification shall:
  - (a) Supply documented verification showing they meet the minimum experience, education or training requirements established for the type of certification sought; and
  - (b) Pay the required fee and pass a corresponding division-approved written examination and, where applicable, a division-approved practical evaluation, within 60 days of the date of division approval. If an applicant fails to take the examination within 60 days of being approved to do so, the applicant must re-apply.
- (2) If the division fails to approve the application within 30 days from the date a completed application including verification of training and work experience is received, the applicant may appeal to the administrator and request contested case procedures under ORS chapter 183.
- (3) Applicants who fail a division-approved examination on the:
  - (a) First attempt shall be required to wait 30 days before retaking a required written or practical examination;
  - (b) Second attempt shall be required to wait at least 90 days before retaking the examination; and
  - (c) Third or subsequent attempts shall be required to wait one year before retaking the examination.

(4) Inspectors may be certified to enforce one or more specialty codes, standards, statutes or administrative rules provided they meet the minimum experience, education or training requirements and pass the corresponding examination.

(5) Persons certified as combination inspectors in other jurisdictions under a recognized code shall identify in the application, their number of hours experience in each code area in which they have performed work.

(6) Persons certified by a nationally recognized certification body as inspectors and plans examiners in the model code on which the particular specialty code is based may be approved as passing the model code provisions of the examination.

(7) Inspectors certified under these rules shall notify the division in writing of any address change.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: DC 24-1978, f. & ef. 9-1-78; DC 10-1980, f. & ef. 9-10-80; DC 4-1983, f. & ef. 1-12-83; Renumbered from 814-003-0055; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0045; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0040**

### **Architectural Barriers Examination Requirements**

In addition to the experience, education, training and examination requirements described in OAR 918-098-0070 through 918-098-0240, all building official, plan review and inspector certification applicants:

(1) Shall be required to pass a division-approved examination on Oregon laws governing accessibility to buildings by disabled persons; and

(2) Take the architectural barriers examination within 180 days of date of division approval. If an applicant fails to take the examination within 180 days of being approved to do so, the applicant must re-apply.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## **918-098-0050**

### **Disqualification**

(1) An applicant shall not be qualified to be certified as a building official, plans examiner or inspector if the person knowingly provides false information in an application or cheats before or during any examination. For the purpose of these rules, a person "cheats" if they bring or use unauthorized notes, examinations or examination answers at an examination, copy from another, allow another to copy or otherwise use unauthorized methods to gain an advantage or give another person an advantage during an examination.

(2) Persons denied certification under this rule shall be required to wait at least one year from the date the application was denied before they may re-apply for any certification.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0280

## 918-098-0060

### Code Levels

(1) Fire and Life Safety. Persons certified as fire and life safety plans examiners review construction plans for compliance with the fire and life safety plan review provisions of the **Structural Specialty Code** and the **Oregon Uniform Fire Code** for any structure regulated by the **Structural Specialty Code**.

(2) A-Level.

(a) Persons certified as A-level structural plans examiners:

(A) Review construction plans for compliance with the provisions of the **Structural Specialty Code** and **Oregon Uniform Fire Code** for all work regulated by the **Structural Specialty Code**, except the fire and life safety plan review provisions for structures required to receive a state fire and life safety plan review; and

(B) Review construction plans for work that falls within the B-level structural plans examiner classification.

(b) Persons certified as A-level structural inspectors:

(A) Conduct construction inspections of all work regulated by the **Structural Specialty Code**; and

(B) Conduct inspections of work that falls within the B-level structural inspector classification.

(c) Persons certified as A-level mechanical inspectors:

(A) Conduct construction inspections and may review construction plans for all work regulated by the **Mechanical Specialty Code**; and

(B) Conduct inspections and may review construction plans for work that falls within the B-level mechanical inspector classification.

(3) B-Level.

(a) Persons certified as B-level structural plans examiners review construction plans for compliance with the provisions of the **Structural Specialty Code** and **Oregon Uniform Fire Code** for work regulated by the **Structural Specialty Code**, except:

(A) Work in structures required to receive a state fire and life safety plan review; and

(B) Work in structures required to be designed by an Oregon registered architect or professional engineer pursuant to ORS chapter 671.

(b) Persons certified as B-level structural inspectors conduct construction inspections of work regulated by the **Structural Specialty Code**, except:

(A) Work in structures required to receive a state fire and life safety plan review; and

(B) Work in structures required to be designed by an Oregon registered architect or professional engineer pursuant to ORS chapter 671.

(c) Persons certified as B-level mechanical inspectors conduct construction inspections of work regulated by the **Mechanical Specialty Code**, except:

(A) Work in structures required to receive a state fire and life safety plan review; and

(B) Work in structures required to be designed by an Oregon registered architect or professional engineer pursuant to ORS chapter 671.

(d) Persons certified as B-level structural plans examiners, B-level structural inspectors or B-level mechanical inspectors:

(A) May qualify to be certified to review construction plans or conduct inspections of structures regulated by the **One and Two Family Dwelling Specialty Code**; and

(B) Shall not be authorized to review construction plans or conduct inspections of structures that are outside the B-level classification without first obtaining the appropriate certification.

(4) One and two family dwelling.

(a) Persons certified as one and two family dwelling:

(A) Structural inspectors conduct construction inspections of structural work regulated by the **One and Two Family Dwelling Specialty Code** and manufactured dwelling alterations and manufactured structure accessory buildings and structures under the **Oregon Manufactured Dwelling Standard**;

(B) Mechanical inspectors conduct inspections of mechanical work regulated by the **One and Two Family Dwelling Specialty Code** and manufactured dwelling alterations under the **Oregon Manufactured Dwelling Standard**;

(C) Plumbing inspectors conduct inspections of plumbing work regulated by the **One and Two Family Dwelling Specialty Code**;

(D) Electrical inspectors conduct inspections of electrical work regulated by the **One and Two Family Dwelling Specialty Code**; and

(E) Dwelling plans examiners review construction plans for compliance with provisions of the **One and Two Family Dwelling Specialty Code** and manufactured dwelling alterations and manufactured structure accessory buildings and structures under the **Oregon Manufactured Dwelling Standard**.

(b) Persons certified as one and two family dwelling inspectors and plans examiners shall not be authorized to review construction plans or conduct inspections of either A-level or B-level structures without the required A-level or B-level certification.

(c) See OAR 918-098-0350 for additional requirements of one and two family dwelling inspectors and plans examiners performing manufactured dwelling alteration inspections or plan reviews.

(d) See OAR 918-098-0360 for additional requirements of one and two family dwelling inspectors performing manufactured structure accessory structure or accessory building inspections.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: DC 24-1978, f. & ef. 9-1-78; DC 10-1980, f. & ef. 9-10-80; DC 4-1983, f. & ef. 1-12-83; Renumbered from 814-003-0065; BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0065; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

**918-098-0070****Minimum Experience, Education and Training Requirements for Fire and Life Safety Plans Examiners**

Applicants for certification as a fire and life safety plans examiner shall demonstrate compliance with one of the following minimum experience, education or training requirements:

- (1) Oregon registration as an architect or professional engineer;
- (2) A Bachelor or Master degree in architecture or civil or structural engineering and 3,200 hours diversified experience designing, constructing or inspecting A-level structures;
- (3) 6,400 hours diversified experience designing or constructing A-level structures;
- (4) 6,400 hours diversified experience as an inspector or plans examiner in another jurisdiction reviewing A-level structures for compliance with a recognized code for building construction;
- (5) Certification as an A-level structural plans examiner and:
  - (a) 1,600 hours experience performing structural plan review on A-level structures; or
  - (b) Completion of a fire and life safety plans examiner in-training program.
- (6) Certification as an A-level inspector and:
  - (a) 1,600 hours experience performing structural inspections of A-level structures for compliance with a recognized code for building construction; and
  - (b) Completion of a fire and life safety plans examiner in-training program.
- (7) 6,400 hours diversified experience conducting fire and life safety plan reviews on A-level structures for the Office of State Fire Marshal or a local fire jurisdiction under the supervision of a certified fire and life safety plans examiner:
  - (a) Persons certified as a Fire Prevention Officer I or its equivalent shall be granted 1,600 hours credit toward the required experience.
  - (b) Persons certified as a Fire Prevention Officer II or its equivalent shall be granted 3,200 hours credit toward the required experience.
- (8) Any combination of education, training or diversified experience listed in sections (2) through (7) of this rule totaling 6,400 hours.
- (9) Persons who possess one or both of the International Conference of Building Officials (ICBO) plans examiner or International Fire Code Institute (IFCI) fire code inspector certification shall not be granted more than a total of 1,600 hours credit toward the experience requirements, except training and in-training, listed in sections (2) through (7) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97; BCD 14-1997(Temp), f. 9-30-97, cert. ef. 10-4-97

[ED. NOTE: The text of Temporary rules is not printed in the OAR Compilation. Copies may be obtained from the agency.]

**918-098-0080****Minimum Experience, Education and Training Requirements for A-level Structural Plans Examiners**

(1) Applicants for certification as an A-level structural plans examiner shall demonstrate compliance with one of the following minimum experience, education or training requirements:

(a) Oregon registration as an architect or professional engineer;

(b) A Bachelor or Master degree in architecture or civil or structural engineering and 3,200 hours diversified experience designing, constructing or inspecting A-level structures;

(c) 6,400 hours diversified experience designing A-level structures;

(d) 6,400 hours diversified experience as a plans examiner in another jurisdiction reviewing A-level structures for compliance with a recognized code for building construction;

(e) Certification as an A-level structural inspector and:

(A) 1,600 hours experience reviewing plans for compliance with fire and life safety requirements or performing structural inspections on A-level structures; or

(B) Completion of an A-level structural plans examiner in-training program.

(f) Certification as a fire and life safety plans examiner or B-level structural plans examiner or B-level structural inspector and:

(A) 1,600 hours experience reviewing plans for compliance with fire and life safety requirements or performing structural plan reviews or inspections on B-level structures; and

(B) Completion of an A-level structural plans examiner in-training program.

(g) Certification as a one and two family dwelling plans examiner and:

(A) 3,200 hours experience performing structural plan reviews on dwellings; and

(B) Completion of an A-level structural plans examiner in-training program.

(h) Completion of a division-approved education program in building inspection technology covering the **Structural Specialty Code** or the model code on which it is based and 3,200 hours diversified experience designing or constructing A-level structures; or

(i) Any combination of education, training or diversified experience listed in subsections (b) through (h) of this section totaling 6,400 hours.

(2) Persons certified by a nationally recognized certification body to perform structural plan reviews on A-level structures according to a recognized code for building construction shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (d) or (g) of this rule.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## 918-098-0090

### Minimum Experience, Education and Training Requirements for A-level Structural Inspectors

(1) Applicants for certification as an A-level structural inspector shall demonstrate compliance with one of the following minimum experience, education or training requirements:

- (a) Oregon registration as an architect or professional engineer;
- (b) A Bachelor or Master degree in architecture or civil or structural engineering and 3,200 hours diversified experience designing, constructing or inspecting A-level structures;
- (c) 6,400 hours diversified experience designing A-level structures;
- (d) 6,400 hours experience as an inspector in another jurisdiction inspecting A-level structures including 3,200 hours diversified experience inspecting for compliance with a recognized code for building construction;
- (e) 6,400 hours experience in construction or construction code enforcement of A-level structures with a recognized code, of which 3,200 hours is in diversified work;
- (f) Completion of a division-approved education and training program in building inspection technology covering the **Structural Specialty Code** or the model code on which it is based and 3,200 hours diversified experience designing or constructing A-level structures;
- (g) Certification as an A-level plans examiner or fire and life safety plans examiner;
- (h) Certification as a B-level structural plans examiner or B-level structural inspector and:
  - (A) 1,600 hours experience performing structural inspections or plan reviews on B-level structures; and
  - (B) Completion of an A-level structural inspector in-training program.
- (i) Certification as a one and two family dwelling plans examiner or structural inspector and:
  - (A) 3,200 hours experience performing structural inspections or plan reviews on dwellings; and
  - (B) Completion of an A-level structural inspector in-training program, or
- (j) Any combination of education, training or diversified experience listed in subsections (b) through (e) of this section totaling 6,400 hours.

(2) Persons certified by a nationally recognized certification body to perform inspections on A-level structures according to a recognized code for building construction shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (e) or (i) of this rule.

(3) Notwithstanding the minimum requirements contained in subsection (1)(e) of this rule, persons enrolled in a division-approved building inspection technology program on April 1, 1997, shall be eligible for certification as an A-level structural inspector upon completing the approved program.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720



Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## 918-098-0100

### Minimum Experience, Education and Training Requirements for B-level Structural Plans Examiners

(1) Applicants for certification as a B-level structural plans examiner shall demonstrate compliance with one of the following minimum experience, education or training requirements:

- (a) Oregon registration as an architect or professional engineer;
- (b) A Bachelor or Master degree in architecture or civil or structural engineering and 1,600 hours diversified experience designing, constructing or inspecting A-level or B-level structures;
- (c) 4,800 hours diversified experience designing A-level or B-level structures;
- (d) 4,800 hours diversified experience as a plans examiner in another jurisdiction reviewing A-level or B-level structures for compliance with a recognized code for building construction;
- (e) Certification as a B-level structural inspector and:
  - (A) 1,600 hours diversified experience performing structural inspections on B-level structures; and
  - (B) Completion of a B-level structural plans examiner in-training program.
- (f) Certification as a fire and life safety plans examiner and:
  - (A) 1,600 hours experience reviewing plans for compliance with fire and life safety requirements; and
  - (B) Completion of a B-level structural plans examiner in-training program.
- (g) Certification as a one and two family dwelling structural plans examiner or structural inspector and:
  - (A) 3,200 hours experience performing structural inspections or plan reviews on dwellings; and
  - (B) Completion of a B-level structural plans examiner in-training program.
- (h) Completion of a division-approved education program in building inspection technology covering the **Structural Specialty Code** or the model code on which it is based; or
- (i) Any combination of education, training or diversified experience listed in subsections (b) through (h) of this section totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to perform structural plan reviews on A-level or B-level structures according to a recognized code for building construction shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (g) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

**918-098-0110****Minimum Experience, Education and Training Requirements for B-level Structural Inspectors**

(1) Applicants for certification as a B-level structural inspector shall demonstrate compliance with one of the following minimum experience, education and training requirements:

- (a) Oregon registration as an architect or professional engineer;
- (b) A Bachelor or Master degree in architecture or civil or structural engineering and 1,600 hours diversified experience designing, constructing or inspecting A-level or B-level structures;
- (c) 4,800 hours diversified experience designing or constructing A-level or B-level structures;
- (d) 4,800 hours experience as an inspector in another jurisdiction inspecting A-level or B-level structures, including 3,200 hours diversified experience inspecting structures for compliance with a recognized code for building construction;
- (e) Completion of a division-approved education program in building inspection technology covering the **Structural Specialty Code** or the model code on which it is based;
- (f) Certification as a fire and life safety plans examiner and:
  - (A) 1,600 hours experience reviewing plans for compliance with fire and life safety requirements; and
  - (B) Completion of a B-level structural inspector in-training program.
- (g) Certification as a one and two family dwelling plans examiner or structural inspector and:
  - (A) 1,600 hours experience performing structural inspections or plan reviews on dwellings; and
  - (B) Completion of a B-level structural inspector in-training program.
- (h) Any combination of education, training or diversified experience listed in subsections (b) through (g) of this section totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to perform structural inspections or plan review on A-level or B-level structures according to a recognized code for building construction shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (e) or (h) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

**918-098-0120****Minimum Experience, Education and Training Requirements for A-level Mechanical Inspectors**

(1) Applicants for certification as an A-level mechanical inspector shall demonstrate compliance with the following minimum experience, education or training requirements:

- (a) Oregon registration as an architect or professional engineer;
- (b) A Bachelor or Master degree in engineering and 3,200 hours experience designing, installing or inspecting heating, ventilation, air conditioning and cooling systems;
- (c) 6,400 hours experience designing or constructing heating, ventilation, air conditioning and cooling systems;
- (d) 6,400 hours experience as an inspector in another jurisdiction inspecting A-level structures, including 3,200 hours experience inspecting heating, ventilation, air conditioning and cooling systems for compliance with a recognized code for mechanical installations;
- (e) Completion of a division approved education and training program in building inspection technology covering the **Mechanical Specialty Code** or the model code on which it is based;
- (f) Certification as a B-level mechanical inspector and:
  - (A) 1,600 hours experience inspecting mechanical installations in B-level structures; and
  - (B) Completion of an A-level mechanical inspector in-training program.
- (g) Certification as a one and two family dwelling mechanical inspector and:
  - (A) 3,200 hours experience inspecting mechanical installations in dwellings; and
  - (B) Completion of an A-level mechanical inspector in-training program.
- (h) Any combination of education, training or experience listed in subsections (b) through (e) of this section totaling 6,400 hours.

(2) Persons certified by a nationally recognized certification body to perform mechanical inspections according to a recognized code for mechanical installations shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (d) or (h) of this rule.

(3) Notwithstanding the minimum requirements contained in subsection (1)(e) of this rule, persons enrolled in a division-approved building inspection technology program on April 1, 1997, shall be eligible for certification as an A-level mechanical inspector upon completing the approved program.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## **918-098-0130**

### **Minimum Experience, Education and Training Requirements for B-level Mechanical Inspectors**

(1) Applicants for certification as a B-level mechanical inspector shall demonstrate compliance with one of the following minimum experience, education or training requirements:

- (a) Oregon registration as an architect or professional engineer;
- (b) A Bachelor or Master degree in engineering and 1,600 hours experience in designing, installing or inspecting heating, ventilation, air conditioning and cooling systems;

- (c) 4,800 hours experience designing or installing heating, ventilation, air conditioning and cooling systems;
  - (d) 4,800 hours experience as an inspector in another jurisdiction inspecting A-level or B-level structures, including 3,200 hours experience inspecting heating, ventilation, air conditioning and cooling systems for compliance with a recognized code for mechanical installations;
  - (e) Completion of a division-approved education program in building inspection technology covering the **Mechanical Specialty Code** or the model code on which it is based;
  - (f) Certification as a one and two family dwelling mechanical inspector and:
    - (A) 1,600 hours experience inspecting heating, ventilation, air conditioning and cooling systems in dwellings; and
    - (B) Completion of a B-level mechanical inspector in-training program.
  - (g) Any combination of education, training or diversified experience listed in subsections (b) through (f) of this section totaling 4,800 hours.
- (2) Persons certified by a nationally recognized certification body to inspect mechanical equipment installed in A-level or B-level structures according to a recognized code for mechanical installations shall be granted 1,600 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (e) or (g) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## 918-098-0200

### Experience, Education and Training Requirements for One and Two Family Dwelling Structural Inspectors

- (1) Applicants for certification as a one and two family dwelling structural inspector shall demonstrate compliance with at least one of the following minimum experience, education or training requirements:
- (a) A current division certification as an A-level or B-level structural plans examiner or inspector;
  - (b) 4,800 hours experience designing or constructing dwellings or A-level or B-level structures;
  - (c) 3,200 hours experience as a structural inspector in another jurisdiction inspecting dwellings or A-level or B-level structures for compliance with a recognized code for building construction;
  - (d) 90 quarter hours or 60 semester hours of education and training in engineering or architectural design of structures through college or community college;
  - (e) Completion of a division-approved education program in building inspection technology covering the **One and Two Family Dwelling Specialty Code** structural provisions or the model code on which it is based;
  - (f) Completion of a division-approved in-training program for one and two family dwelling structural inspectors;
  - (g) Current division certification as a one and two family dwelling inspector under one or more provisions of the **One and Two Family Dwelling Specialty Code** and:

(A) 1,000 hours experience administering and enforcing another provision of the **One and Two Family Dwelling Specialty Code**; and

(B) Confirmation by the building official of the jurisdiction that employs the applicant that the applicant has completed a one and two family dwelling structural inspector training program that meets the minimum requirements established by the division.

(h) Any combination of education, training or experience listed in subsections (b) through (e) of this section designing, constructing or inspecting dwellings or A-level or B-level structures totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to perform structural plan reviews or structural inspections on A-level or B-level structures or dwellings according to a recognized code for building construction shall be granted 1,000 hours credit toward the experience requirements, except training or in-training, listed in subsections (1) (b) through (e) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## 918-098-0210

### Experience, Education and Training Requirements for One and Two Family Dwelling Mechanical Inspectors

(1) Applicants for certification as a one and two family dwelling mechanical inspector must demonstrate compliance with at least one of the following minimum experience, education or training requirements:

(a) A current division certification as an A-level or B-level mechanical inspector;

(b) 4,800 hours experience in engineering design or installation of heating, ventilation, air conditioning and cooling systems;

(c) 3,200 hours experience as a mechanical inspector in another jurisdiction inspecting dwellings or A-level or B-level structures for compliance with a recognized code for mechanical installations;

(d) 90 quarter hours or 60 semester hours education and training in engineering design and installing heating, ventilation, air conditioning and cooling systems;

(e) Completion of a division-approved education program in building inspection technology covering the **One and Two Family Dwelling Specialty Code** mechanical provisions or the model code on which it is based;

(f) Completion of an approved in-training program for one and two family dwelling mechanical inspectors;

(g) Current division certification as a one and two family dwelling inspector under one or more provisions of the **One and Two Family Dwelling Specialty Code** and:

(A) 1,000 hours experience administering and enforcing another provision of the **One and Two Family Dwelling Specialty Code**; and

(B) Confirmation by the building official of the jurisdiction that employs the applicant that the applicant has completed a one and two family dwelling mechanical inspector training program that meets the minimum requirements established by the division.

(h) Any combination of education, training or experience listed in subsections (b) through (e) of this section in engineering design, installation or inspection of heating, ventilation, air conditioning and cooling systems totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to inspect heating, ventilation, air conditioning and cooling systems in A-level or B-level structures or dwellings according to a recognized code in mechanical installations shall be granted 1,000 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) through (e) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## 918-098-0220

### Experience, Education and Training Requirements for One and Two Family Dwelling Plumbing Inspectors

(1) Applicants for certification as a one and two family dwelling plumbing inspector must demonstrate compliance with at least one of the following minimum experience, education or training requirements:

(a) A current division certification as a **Plumbing Specialty Code** inspector;

(b) Experience designing or installing plumbing systems as a journeyman plumber or its equivalent;

(c) 3,200 hours experience as a plumbing inspector in another jurisdiction inspecting plumbing systems in dwellings or A-level or B-level structures for compliance with a recognized code for plumbing installations;

(d) 90 quarter hours or 60 semester hours education and training in mechanical engineering which includes designing and installing plumbing systems through a college or community college;

(e) Current division certification as a one and two family dwelling inspector under one or more provisions of the **One and Two Family Dwelling Specialty Code** and:

(A) 1,000 hours experience administering and enforcing another provision of the **One and Two Family Dwelling Specialty Code**; and

(B) Confirmation by the building official of the jurisdiction that employs the applicant that the applicant has completed a one and two family dwelling plumbing inspector training program that meets the minimum requirements established by the division.

(f) Any combination of experience designing, installing or inspecting plumbing systems listed in subsections (b) through (d) of this section totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to inspect plumbing systems in A-level or B-level structures or dwellings according to a recognized code in plumbing installations shall be granted 1,000 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) and (c) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.622

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

**918-098-0230****Experience, Education and Training Requirements for One and Two Family Dwelling Electrical Inspectors**

(1) Applicants for certification as a one and two family dwelling electrical inspector must demonstrate compliance with at least one of the following minimum experience, education and training requirements:

(a) A current division certification as an **Electrical Specialty Code** inspector;

(b) Experience designing or installing electrical systems as a general journeyman electrician or limited residential journeyman electrician or their respective equivalents;

(c) 3,200 hours of experience as an electrical inspector in another jurisdiction inspecting electrical installations in A-level or B-level structures or dwellings for compliance with a recognized code for electrical installations;

(d) 90 quarter hours or 60 semester hours education and training in electrical engineering which includes designing and installing electrical systems through a college or community college;

(e) Current division certification as a one and two family dwelling inspector under one or more provisions of the **One and Two Family Dwelling Specialty Code** and:

(A) 1,000 hours experience administering and enforcing another provision of the **One and Two Family Dwelling Specialty Code**; and

(B) Confirmation by the building official of the jurisdiction that employs the applicant that the applicant has completed a one and two family dwelling electrical inspector training program that meets the minimum requirements established by the division.

(f) Any combination of experience or education listed in subsections (b) through (d) of this section designing, installing or inspecting electrical systems totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to inspect electrical installations in A-level or B-level structures or dwellings according to a recognized code in electrical installations shall be granted 1,000 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) and (c) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.622

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

**918-098-0240****Experience, Education and Training Requirements for One and Two Family Dwelling Structural Plans Examiners**

(1) Applicants for certification as a one and two family structural plans examiner must demonstrate compliance with at least one of the following minimum experience, education or training requirements:

(a) A current division certification as an A-level or B-level structural plans examiner;

(b) 4,800 hours experience designing structures or dwellings;

- (c) 3,200 hours experience as a structural plans examiner in another jurisdiction reviewing plans for compliance with a recognized code for building construction;
- (d) 90 quarter hours or 60 semester hours education and training in building design or construction through a college or community college;
- (e) Completion of a division-approved education program in building inspection technology covering the **One and Two Family Dwelling Specialty Code** structural provisions or the model code on which it is based;
- (f) Completion of an approved in-training program for one and two family dwelling structural plans examiners;
- (g) Current division certification as a one and two family dwelling inspector under one or more provisions of the **One and Two Family Dwelling Specialty Code** and:
- (A) 1,000 hours experience administering and enforcing another provision of the **One and Two Family Dwelling Specialty Code**; and
- (B) Confirmation by the building official of the jurisdiction that employs the applicant that the applicant has completed a one and two family dwelling structural plans examiner training program that meets the minimum requirements established by the division.
- (h) Any combination of experience and education listed in subsections (b) through (e) of this section designing, constructing or inspecting structures or dwellings totaling 4,800 hours.

(2) Persons certified by a nationally recognized certification body to perform structural plan reviews or conduct on-site inspections on structures or dwellings according to a recognized code for building construction shall be granted 1,000 hours credit toward the experience requirements, except training and in-training, listed in subsections (1)(b) and (c) of this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.622

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCA 16-1992, f. & cert. ef. 8-11-92; BCD 23-1996(Temp), f. & cert. ef. 10-21-96; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0120

## 918-098-0300

### Certifications Related to Manufactured Structures and Parks

#### References and Undertakings.

(1) Scope. The rules in OAR 918-098-0300 to 918-098-0360 relate to certifications for inspectors and plans examiners dealing with manufactured dwellings, recreational vehicles, manufactured dwelling parks, organizational camps, recreation parks and picnic parks. These rules shall not be amended without consultation with the Manufactured Structures and Parks Advisory Board.

(2) Hiring Non-Certified Persons. The division or a jurisdiction may employ a person not meeting the minimum requirements of OAR 918-098-0310 through 918-098-0340 while the person is being trained or waiting to qualify to take the division examination. During this period the person may only perform inspections or plan reviews under the direct supervision of the trainer. Training must be provided by an inspector or plans examiner having a minimum of three years experience in the same certification or a person approved by the board. This rule does not waive the requirements of ORS 455.730 or permit the division or jurisdiction to hire or use persons whose certifications have lapsed or been revoked.



(3) Inspectors and plans examiners of prefabricated structures do not require special certifications but shall have the appropriate certifications required for performing inspections or plan reviews under the specific specialty code being used.

(4) The following definitions apply to OAR 918-098-0300 through 918-098-0360 only. Also, see applicable definitions in OAR 918-098-0010:

(a) "Board" means the Manufactured Structures and Parks Advisory Board.

(b) "Building Construction," relating to experience qualifications, means site-built construction, prefabricated construction or manufactured structure construction.

(c) "One Year," relating to experience qualifications, means 1,600 hours of work experience, 45 or more credit hours of schooling in the quarter system or 30 or more credit hours of schooling in the semester system.

Stat. Auth.: ORS 446.250 & 455.720

Stats. Implemented: ORS 446.250 & 455.720

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97; Renumbered from 918-099-0130

## 918-098-0310

### Manufactured Structure Installation Inspector Certification

(1) Scope of Activities and Authority.

(a) A manufactured structure installation inspector conducts on-site field inspections of manufactured dwelling or park trailer installations including site preparation, setbacks, drainage, stand, foundation support, earthquake bracing systems, tie-downs, underfloor enclosures, access, egress, plumbing utility connections (within 30 lineal feet of the manufactured dwelling), mechanical connections and electrical feeder connections (as defined by **Article 550** of the **National Electrical Code**), electrical fixture connections and plumbing, mechanical and electrical crossover connections for manufactured structures under ORS 446.230 and 446.240;

(b) This certification does not include inspections or plan reviews of manufactured dwelling alterations or manufactured structure accessory structures and accessory buildings. See OAR 918-098-0350 and 918-098-0360 for certification requirements.

(c) This certification can be used only in a jurisdiction that:

(A) Meets all of the requirements of this rule, OAR 918-500-0055 and 918-500-0065;

(B) Complies with ORS 446.250 and 446.253(2) relating to the delegation of full responsibility for permit issuance and inspections;

(C) Issues permits according to ORS 446.253; and

(D) Enforces the current edition of the **Oregon Manufactured Dwelling Standard** and all referenced standards contained therein.

(2) Procedure for Qualification. An applicant for certification under this rule shall meet the general qualifications in section (3) of this rule, make application, pay the required fees, attend a division-approved training program and pass a division-approved examination.

(3) Experience, Education and Training Requirements. An applicant must have at least one of the following:

- (a) 3,200 hours experience as a supervisor in the building construction industry;
- (b) 3,200 hours experience in design work related to building construction;
- (c) Be a division-certified building inspector or plans examiner;
- (d) 3,200 hours experience as a quality assurance inspector in a manufactured structure manufacturing plant;
- (e) 3,200 hours experience as an Oregon licensed manufactured dwelling installer;
- (f) An associate degree or equal from a division-approved education program in a construction-related field;
- (g) Any combination of the experience and education listed in subsections (a) through (f) of this section equaling at least 3,200 hours; or
- (h) A one-year certificate of completion in building inspection technology from a division-approved education program and completion of a 180-hour division-approved inspector in-training program under the supervision of a person with a minimum of three years experience as a certified manufactured structure installation inspector or a person approved by the board.

(4) Inspector Training and Examination. An applicant must successfully complete a division-approved manufactured structure installation inspector training program and pass a division-approved examination covering:

- (a) The **Oregon Manufactured Dwelling Standard** and those standards referenced therein;
- (b) ORS 446.003, 446.155 to 446.253 and 446.395 to 446.420; and
- (c) OAR Chapter 918, Divisions 500, 515, 520, 530 and 535.

(5) Revocation. The division is authorized to revoke this certification under ORS 446.255. Persons certified under this rule who fail to meet the minimum continuing education requirements shall be subject to revocation. If the minimum continuing education is met within 60 days from the date it was originally due, the division shall discontinue any pending revocation action based on a failure to meet minimum continuing education requirements.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 446.250 & 455.720

Stats. Implemented: ORS 446.250 & 455.720

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97; Renumbered from 918-099-0135

## **918-098-0320**

### **Recreational Vehicle Inspector Certification**

(1) Scope of Activities and Authority. A recreational vehicle inspector conducts field, dealer lot, repair operation, alteration, visual and manufacturing plant inspections, reviews plans and provides other technical services for recreational vehicle manufacturers, dealers and owners in accordance with ORS 446.185 and 446.160(1).

(2) Procedure for Qualification. An applicant for certification under this rule shall meet the general qualifications in section (3) of this rule, make application, pay the required fees and pass a division-approved examination.

(3) Experience, Education and Training Requirements. An applicant for certification as a recreational vehicle inspector must have at least one of the following:

- (a) 3,200 hours experience as a supervisor in the building construction industry;
- (b) 3,200 hours experience in design work related to building construction;
- (c) 3,200 hours experience as a certified building inspector or plans examiner;
- (d) 3,200 hours experience as a quality assurance inspector in a manufactured structure plant;
- (e) 3,200 hours experience as a division-certified recreational vehicle quality assurance technician;
- (f) 3,200 hours of code-related experience as a recreational vehicle technician;
- (g) An associate degree or equal from a division-approved education program in a construction-related field;
- (h) Any combination of the experience and education listed in subsections (a) through (g) of this section equaling at least 3,200 hours; or
- (i) A one-year certificate of completion in building inspection technology from a division-approved education program and completion of an 800-hour division-approved inspector in-training program under the supervision of a person with a minimum of three years experience as a certified recreational vehicle inspector or a person approved by the board.

(4) Inspector Examination. An applicant for certification as a recreational vehicle inspector must pass a division-approved examination covering the following:

- (a) **American National Standards Institute (ANSI) A119.2 (1996 Edition);**
- (b) **American National Standards Institute (ANSI) A119.5 (1997 Edition);**
- (c) **National Electrical Code (NFPA) 70 (1996 Edition);**
- (d) ORS 446.003 and 446.155 to 446.253; and
- (e) OAR Chapter 918, Divisions 525, 530, 535 and 540.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97; Renumbered from 918-099-0140

## **918-098-0330**

### **Manufactured Home Construction Inspector Certification**

(1) Scope of Activities and Authority. A manufactured home construction inspector conducts field, dealer lot, consumer assistance, alteration, visual and manufacturing plant inspections, reviews plans and provides technical services for manufactured dwelling manufacturers, dealers and owners.

(2) Procedure for Qualification. An applicant for this certification shall meet the general qualifications in section (3) of this rule, make application, pay the required fees and pass a division-approved examination.

(3) Experience, Education and Training Requirements. An applicant for certification as a manufactured home construction inspector must have at least one of the following:

- (a) 3,200 hours experience as a supervisor in the building construction industry;
- (b) 3,200 hours experience in design work related to building construction;
- (c) 3,200 hours experience as a certified building inspector or plans examiner;
- (d) 3,200 hours experience as a quality control inspector in a manufactured structures plant;
- (e) An associate degree or equal from a division-approved education program in a construction-related field;
- (f) Any combination of the experience and education listed in subsections (a) through (e) of this section equaling at least two years; or
- (g) A one-year certificate of completion in building inspection technology from a division-approved education program and completion of an 800-hour division-approved inspector in-training program under the supervision of a person with a minimum of three years experience as a certified manufactured home construction inspector or a person approved by the board.

(4) Inspector Examination. An applicant for certification as a manufactured home construction inspector must pass a division-approved examination covering:

- (a) **Oregon Manufactured Dwelling Standard, Chapters 1, 2, 8, 9, 10, 11 and 12;**
- (b) **National Electrical Code (NFPA) 70 (1996 Edition);**
- (c) **Public Law 93-383, Title VI;**
- (d) ORS 446.003 and 446.155 to 446.253;
- (e) OAR Chapter 918, Divisions 500 and 520; and
- (f) **24 Code of Federal Regulations (CFR) 3280 and 3282.**

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 446.250 & 455.720

Stats. Implemented: ORS 446.250 & 455.720

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97; Renumbered from 918-099-0145

## **918-098-0340**

### **Park and Camp Inspector Certification**

(1) Scope of Activities and Authority.

- (a) A park and camp inspector conducts field inspections, reviews plans and provides other technical services for manufactured dwelling parks, recreational parks, organizational camps and picnic parks under ORS 446.066 and 446.335.

(b) This certification can be used only in a jurisdiction that:

(A) Meets all of the requirements of this rule;

(B) Complies with ORS 446.430, 455.170 and 455.680 relating to the delegation of full responsibility for permit issuance and inspections; and

(C) Issues permits, enforces the current edition of ORS Chapter 446, OAR Chapter 918, Divisions 600 and 650 and all referenced standards contained therein.

(2) Procedure for Qualification. An applicant for certification under this rule shall meet the general qualifications in section (3) of this rule, make application, pay the required fees and pass a division-approved examination.

(3) Experience, Education and Training Requirements. An applicant for certification as a park and camp inspector must have at least one of the following:

(a) 3,200 hours experience as a supervisor in the building or road construction industry;

(b) 3,200 hours experience in design work related to building or road construction;

(c) 3,200 hours experience as a road construction inspector;

(d) 3,200 hours experience as a surveyor or landscape architect;

(e) 3,200 hours experience as a registered sanitarian;

(f) 3,200 hours experience as an Oregon licensed manufactured dwelling installer;

(g) A division certification as a building inspector or plans examiner;

(h) An associate degree or equal from a division-approved education program in a construction-related field;

(i) Any combination of the experience and education listed in subsection (a) through (h) of this section equaling 3,200 hours; or

(j) A one-year certificate of completion in building inspection technology from a division-approved education program and completion of a 180-hour division-approved inspector in-training program under the supervision of a person with a minimum of three years experience as a certified park and camp inspector or a person approved by the board.

(4) Inspector Examination. An applicant for certification under this rule must pass a division-approved park and camp inspector certification examination covering:

(a) ORS 446.003 to 446.140, 446.310 to 446.350, 446.430, 455.170 and 455.680;

(b) OAR Chapter 918, Divisions 535, 600 and 650; and

**(c) Oregon Manufactured Dwelling Standard, Chapters 1, 2, 9 and 12.**

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 25-1990, f. & cert. ef. 10-17-90; BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97; Renumbered from 918-099-0150

**918-098-0350****Manufactured Dwelling Alteration Inspection and Plan Review**

(1) Scope of Work. Manufactured dwelling alteration inspections and plan reviews include on-site field inspections of alterations including structural, fire and life safety, electrical, plumbing and mechanical alterations made to manufactured dwellings after the initial sale of the home to the first consumer after all the terms of the sales contract have been met. Most alteration inspections made prior to this time are the responsibility of the division and shall be performed by a certified manufactured home construction inspector. All alteration inspections made to recreational vehicles and park trailers are the responsibility of the division and shall be performed by a certified recreational vehicle inspector.

(2) Certifications. Inspectors of manufactured dwelling alterations are required to be certified by ORS 446.250. The division requires that persons performing inspections or plan reviews on manufactured dwelling alterations have the appropriate certifications in the **Oregon One and Two Family Dwelling Specialty Code** for the specific discipline being used (i.e., electrical alterations on manufactured dwellings can only be inspected by a certified one and two family dwelling electrical inspector; plumbing alterations on manufactured dwellings can only be inspected by a certified one and two family dwelling plumbing inspector; etc.). This requirement is not applicable to alteration inspections performed on manufactured homes still under the jurisdiction of the **U.S. Department of Housing and Urban Development (HUD)**, recreational vehicles or park trailers.

(3) Authority. Inspectors and plans examiners of manufactured dwelling alterations may only inspect or review plans in a jurisdiction that has been delegated the manufactured dwelling alteration program and that:

- (a) Complies with ORS 446.250 and 446.253(2) relating to the delegation of full responsibility for permit issuance and inspections;
- (b) Issues permits and enforces the current edition of ORS Chapter 446 and OAR Chapter 918, Divisions 500 and 520;
- (c) Meets the requirements of OAR 918-500-0055 for delegation; and
- (d) Enforces **Chapters 1, 2, 8, 9, 10, 11 and 12** of the current edition of the **Oregon Manufactured Dwelling Standard** and all referenced standards contained therein.

(4) Continuing Education. One and two family dwelling structural or mechanical inspectors or plans examiners who perform manufactured dwelling alteration inspections or plan reviews shall have a minimum of three hours of continuing education during a code change year when determined necessary by the board.

(5) Examination. Each one and two family dwelling structural or mechanical inspector or plans examiner certification examination must contain a minimum of five questions from the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 446.250 & 455.720

Stats. Implemented: ORS 446.250 & 455.720

Hist.: BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97

**918-098-0360****Manufactured Structure Accessory Structure or Accessory Building Inspection**

(1) Scope of Work. Manufactured structure accessory structure or accessory building inspections and plan reviews

include on-site field inspections of installations of manufactured structure accessory structures and accessory buildings (i.e., carports, ramadas, cabanas, garages, storage sheds, awnings, decks, steps and ramps).

(2) **Certifications.** Inspectors of manufactured structure accessory structures and accessory buildings are required to be certified by ORS 446.250. To satisfy this mandate, the division requires that persons performing inspections or plan reviews on manufactured structure accessory structures or accessory buildings have the appropriate certifications in the **Oregon One and Two Family Dwelling Specialty Code** for the specific discipline being used (i.e., structural installations of manufactured structure accessory structures or accessory buildings can only be inspected by a certified one and two family dwelling structural inspector; electrical installations in a manufactured structure accessory structure or accessory building can only be inspected by a certified one and two family dwelling electrical inspector, etc.).

(3) **Authority.** Inspectors of manufactured structure accessory structures and accessory buildings may only inspect or review plans in a jurisdiction that has been delegated the manufactured dwelling accessory structure and accessory building program and that:

- (a) Complies with ORS 446.250 and 446.253(2) relating to the delegation of full responsibility for permit issuance and inspections;
- (b) Complies with the **Oregon Manufactured Dwelling Standard** and all referenced standards contained therein;
- (c) Issues permits and enforces the current edition of ORS Chapter 446 and OAR Chapter 918, Division 500;
- (d) Meets the requirements of OAR 918-500-0055 for delegation; and
- (e) Enforces **Chapters 1, 2, 8, 9, 10, 11 and 12** of the current edition of the **Oregon Manufactured Dwelling Standard** and all referenced standards contained therein.

(4) **Continuing Education.** Any one and two family dwelling structural inspector or plans examiner who performs manufactured dwelling accessory structure or accessory building inspections or plan reviews shall have a minimum of three hours of continuing education during a code change year when determined necessary by the board.

(5) **Examination.** Each one and two family dwelling structural inspector and plans examiner certification examination must contain a minimum of five questions from the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 446.250 & 455.720

Stats. Implemented: ORS 446.250 & 455.720

Hist.: BCD 13-1997, f. 9-18-97, cert. ef. 10-1-97

## 918-098-0400

### In-Training Programs

(1) Every building inspection program that elects to administer or use an in-training program for inspectors or plans examiners shall use a program approved under this rule and OAR 918-098-0430 to include:

(a) A separate in-training program supervisor for each inspection in-training program administered by a building inspection program who shall possess an A-level certification in the program area the inspector is responsible for supervising, except supervisors for those in-training programs described in OAR 918-098-0310 through 918-098-0340;

(b) The names and certifications of persons who will provide inspector in-training;

- (c) A description of class room and field training activities covering the minimum education and training requirements established by the division for inspectors or plans examiners;
  - (d) Curriculum for all areas of the applicable specialty code and corresponding inspection requirements and techniques;
  - (e) A provision for a minimum of three periodic student evaluations by the in-training supervisor; and
  - (f) A method of evaluating whether a trainee has satisfactorily completed the in-training program.
- (2) An application for registration of the trainee must be filed with the division after approval of the program. The applicant for registration, municipality sponsoring the program and the division must each sign a written agreement covering:
- (a) Beginning and ending dates of the training;
  - (b) The training to be provided;
  - (c) Agreement to provide the division access to personnel involved, to review training, inspection, and attendance records;
  - (d) Agreement to update the program when code changes are made; and
  - (e) Agreement to abide with the requirements of this rule.
- (3) When in-training programs are modified, copies of changes must be filed with the trainee's records. In-training programs shall be amended to include all applicable code changes. In-training program amendments shall be submitted to the division for review and approval.
- (4) A program shall be a minimum of six months and a maximum of two years unless a longer period is specifically approved by the division.
- (5) The in-training program supervisor shall maintain records of all trainees who participate in inspector or plans examiner in-training programs.
- (6) The division may monitor inspector and plans examiner in-training programs to verify that classroom and field in-training activities cover the minimum education and training requirements established by the division for inspectors and plans examiners.
- (7) Trainees performing inspections as part of an in-training program must be accompanied at all times by an inspector certified to conduct the inspection being performed. Plans reviewed by plans examiners as part of an in-training program must also be reviewed by a similarly certified plans examiner.
- (8) Upon completion of an approved inspector in-training program, applicants for certification shall be evaluated by two or more persons with at least two years inspection or plan review experience who hold the same or higher certification in the same discipline for which the person has applied for certification. Evaluators shall not be employed by the municipality that either employs the applicant or has provided any portion of the applicant's training or education. Evaluations shall include all training objectives described in the division-approved in-training programs.
- (9) Certification programs described in OAR 918-098-0320 and 918-098-0330 administered only by the division may have in-training evaluations performed by division employees having no apparent conflict of interest.
- (10) The results of the trainee evaluation and recommendation shall be reported to the division by the evaluation team.

Stat. Auth.: ORS 455.725

Stats. Implemented: ORS 455.725



Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0510; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0405**

### **In-training Programs**

(1) An in-training program shall:

- (a) Include education and training in the current applicable specialty code and the applicable provisions for the certification sought;
- (b) Contain a course outline and curriculum description, including classroom hours and number of inspections or plan reviews;
- (c) Be a minimum of 180 classroom hours; and
- (d) Have a minimum of 10 inspections in each subject area listed under in-training programs or 10 plan reviews except as noted.

(2) The following shall be used as a guide to evaluate and approve in-training programs:

(a) Fire and life safety; A-level and B-level plans examiners; and A-level and B-level structural inspector in-training programs shall cover:

(A) Administration (does not require inspections or plan reviews);

(B) Occupancy requirements;

(C) Types of construction;

(D) Egress and accessibility requirements;

(E) Wall and ceiling coverings;

(F) Fire-resistive standards;

(G) Engineering regulations;

(H) Excavations, foundations and retaining walls;

(I) Energy conservation;

(J) Earthquake design;

(K) Roof load provisions;

(L) Agricultural buildings (does not require inspections);

(M) Elevator and escalator requirements (does not require inspections or plan reviews).

(b) A-level and B-level mechanical inspector in-training programs shall cover:

(A) Administration (does not require inspections);

- (B) Warm-air heating systems;
- (C) Appliance venting;
- (D) Comfort cooling;
- (E) Ducts;
- (F) Fuel supply systems;
- (G) Combustion air;
- (H) Refrigeration systems;
- (I) Ventilation systems;
- (J) Miscellaneous equipment; i.e., commercial range hoods, gas log and room heater installations.

(c) One and two family dwelling plans examiner in-training program shall cover:

- (A) Administration (does not require inspections or plan reviews);
- (B) Building planning;
- (C) Types of construction and interior finishes;
- (D) Egress and accessibility requirements;
- (E) Wall construction, assemblies and coverings;
- (F) Floors structural adequacy and coverings;
- (G) Roof-ceiling construction;
- (H) Roof structure and coverings;
- (I) Chimneys and fireplaces;
- (J) Energy conservation;
- (K) Manufactured dwelling alterations;
- (L) Manufactured structure accessory buildings and structures.

(d) One and two family dwelling structural inspector in-training program shall cover:

- (A) Administration (does not require inspections or plan reviews);
- (B) Site inspection;
- (C) Footings and foundations;
- (D) Decay and termite protections;
- (E) Wall construction, assemblies and coverings;

(F) Floors structural adequacy and coverings;

(G) Roof-ceiling construction;

(H) Roof coverings;

(I) Chimneys and fireplaces;

(J) Wood and metal framing;

(K) Energy conservation;

(L) Manufactured dwelling alterations;

(M) Manufactured structure accessory buildings and structures.

(e) One and two family dwelling mechanical inspector in-training program shall cover:

(A) Administration (does not require inspections or plan reviews);

(B) Warm-air heating systems;

(C) Appliance venting;

(D) Comfort cooling;

(E) Ducts;

(F) Fuel supply systems;

(G) Combustion air;

(H) Miscellaneous heating equipment;

(I) Manufactured dwelling alterations.

(f) One and two family dwelling plumbing inspector in-training program shall cover:

(A) Administration (does not require inspections or plan reviews);

(B) Plumbing drawings (does not require inspections or plan reviews);

(C) Plumbing mathematics (does not require inspections or plan reviews);

(D) Basic plumbing theory (does not require inspections or plan reviews);

(E) General regulations;

(F) Fixtures;

(G) Water heaters;

(H) Water piping;

(I) Drainage;

(J) Vents;

- (K) Traps;
- (L) Storm systems.
- (g) One and two family dwelling electrical inspector in-training program shall cover:
  - (A) Administration (does not require inspections or plan reviews);
  - (B) Definitions (does not require inspections or plan reviews);
  - (C) Grounding and bonding;
  - (D) Services, feeders, branch circuits and overcurrent protection;
  - (E) Raceways and enclosures;
  - (F) Conductors;
  - (G) Motors and controls;
  - (H) Utilization and general use equipment;
  - (I) Special occupancies and equipment;
  - (J) Calculations (does not require inspections or plan reviews);
  - (K) Low voltage and limited energy circuits;
  - (L) Blueprint reading (does not require inspections or plan reviews);
  - (M) Electrical theory (does not require inspections or plan reviews);
  - (N) Temporary service and wiring;
  - (O) Permits and inspection (does not require inspections or plan reviews); and
  - (P) Swimming pools, spas, hot tubs and hydromassage tubs.

Stat. Auth.: ORS 455.622

Stats. Implemented: ORS 455.622

Hist.: BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0410**

### **Training Programs for One and Two Family Dwelling Certifications**

- (1) Every building inspection program that elects to administer, use or participate in a training program for one and two family dwelling plans examiners or inspectors shall submit the following information to the division:
  - (a) A training program supervisor for each plans examiner or inspector training program administered by a building inspection program who shall possess an A-level certification and a certification in the program area the individual is responsible for supervising;

- (b) The names and certifications of persons who will provide training;
  - (c) A description or copy of classroom and field training activities covering the **One and Two Family Dwelling Specialty Code** or model code on which it is based for one and two family dwelling plans examiners and inspectors; and
  - (d) The method of evaluating whether a trainee has satisfactorily completed the training program.
- (2) The training program supervisor shall maintain records of all trainees who participate in the one and two family dwelling plans examiner or inspector training program.
  - (3) The division may monitor one and two family dwelling training programs.
  - (4) Trainees performing inspections or plan reviews as part of a training program must be accompanied at all times by an individual certified to conduct the inspection or plan review being performed.
  - (5) A municipality may enroll its trainees in a program sponsored by another jurisdiction or provided by a private entity or school.
  - (6) Training programs shall be amended to include all applicable code changes when they become effective, and filed with the trainee records at the local jurisdiction.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.622

Stats. Implemented: ORS 455.622

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0420**

### **Education Program Requirements**

- (1) The division shall establish the minimum program requirements for qualifying an education program to meet the certification training requirements of OAR 918-098-0070 through 918-098-0240.
- (2) Educational institutions shall submit their curriculum to the division for approval. Programs shall be resubmitted for review and approval every three years following initial approval.
- (3) Class room and laboratory instructors shall possess an A-level inspector certification issued by the division in the specialty code area being taught, or equivalent.
- (4) All class room and laboratory instruction shall be based on the specialty codes adopted by the division or the corresponding model codes for which the certification is sought.
- (5) All classes shall be updated with the most recent adopted code changes. Program amendments shall be submitted to the division for review and approval.
- (6) The institution shall provide documentation of satisfactory completion and transcripts to each student for submittal with any certification application.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## 918-098-0422

### Two-year Diversified Building Inspection Technology Program Curriculum Requirements

(1) Satisfactory completion of an approved two-year diversified building inspection technology program administered by an education institution shall be accepted by the division as compliance with the minimum experience, education or training requirements for all of the following certifications:

- (a) B-level structural plans examiner;
- (b) B-level structural inspector;
- (c) B-level mechanical inspector;
- (d) One and two family dwelling plans examiner;
- (e) One and two family dwelling structural inspector; and
- (f) One and two family dwelling mechanical inspector.

(2) A two-year diversified building inspection technology program curriculum shall include evidence the following topics are covered, either as a specific course or as part of another class:

- (a) Appropriate construction methods, materials and installation methods, including all of the following totaling a minimum of 90 hours:
  - (A) Product approvals; i.e., listings, evaluation standards and reports;
  - (B) Recognized standards;
  - (C) Knowledge of construction methods and types;
  - (D) Knowledge of construction materials;
  - (E) Knowledge of installation standards and specifications; and
  - (F) Appropriate field trips;
- (b) Current, applicable building codes, including all of the following:
  - (A) **Structural Specialty Code** or the model code on which it is based totaling a minimum of 120 hours;
  - (B) **Mechanical Specialty Code** or the model code on which it is based totaling a minimum of 90 hours;
  - (C) **One and Two Family Dwelling Specialty Code**, or the model code on which it is based, structural and mechanical provisions totaling a minimum of 60 hours;
- (c) Field laboratory work, including all of the following:
  - (A) Plan review to verify compliance with the **Structural Specialty Code** or the model code on which it is based totaling a minimum of 60 hours, and with the **One and Two Family Dwelling Specialty Code** structural provisions totaling a minimum of 30 hours: Appropriate design methods, calculations, specifications and plan submittals in all of

the following:

- (i) Knowledge of design methods; i.e., seismic, wind and snow;
- (ii) Knowledge of design and materials terminology;
- (iii) Knowledge of material design criteria; i.e., wood, steel, masonry and concrete, and prescriptive wood requirements;
- (iv) Knowledge of special design requirements; i.e., log buildings, pole buildings and retaining walls; and
- (v) Appropriate "take-home" examples.

(B) Field inspections to verify compliance with the **Structural Specialty Code** or the model code on which it is based totaling a minimum of 120 hours covering all of the following:

- (i) Inspection techniques;
- (ii) Construction terminology;
- (iii) Experience in all applicable required inspections, including special inspections; and
- (iv) Recognition and identification of critical construction components.

(C) Field inspections to verify compliance with the **Mechanical Specialty Code** or the model code on which it is based totaling a minimum of 90 hours covering all of the following:

- (i) Inspection techniques;
- (ii) Construction terminology;
- (iii) Experience in all applicable required inspections, including special inspections; and
- (iv) Recognition and identification of critical mechanical components.

(D) Field inspections to verify compliance with the **One and Two Family Dwelling Specialty Code**, or the model code on which it is based, structural and mechanical provisions totaling a minimum of 60 hours covering all of the following:

- (i) Inspection techniques;
- (ii) Construction terminology;
- (iii) Experience in all applicable required inspections, including special inspections; and
- (iv) Recognition and identification of critical construction and mechanical components.

(d) Theory and code application totaling a minimum of 30 hours covering all of the following:

- (A) Interpretation processes;
- (B) Alternate methods;
- (C) Local and state appeal processes;
- (D) Understanding and intent of why code provisions exist;
- (E) Code development and code change processes;

(F) Code administration and enforcement; and

(G) Special inspection procedures.

(e) Appropriate minimum supporting curriculum totaling a minimum of 250 hours covering all of the following:

(A) Interpersonal communication skills;

(B) Basic writing skills;

(C) Blueprint reading;

(D) Applicable code administration and enforcement;

(E) Basic algebra and geometry; and

(F) Computer applications.

(f) Combination of field and office work experience in a local jurisdiction totaling a minimum of 360 hours;

(g) Passing a final written examination and practical evaluation administered by the education institution for each certification sought; and

(h) A certificate or degree on completion of program.

(3) The recommended classroom student to teacher ratio is 30 to 1.

(4) The laboratory field work student to teacher ratio shall not exceed 15 to 1.

(5) The practical evaluation student to teacher ratio shall be 1 to 1.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0423**

### **One-year Focused Building Inspection Technology Program Curriculum Requirements**

(1) Satisfactory completion of an approved one-year focused building inspection technology program administered by an education institution shall be accepted by the division as compliance with one of the minimum experience, education or training requirements for one of the following certifications:

(a) B-level structural plans examiner;

(b) B-level structural inspector;

(c) B-level mechanical inspector; or

(d) One and two family dwelling plans examiner, structural inspector and mechanical inspector.



(2) A one-year focused building inspection technology program curriculum shall include evidence the following topics are covered, either as a specific course or as part of another class, in the type of certification the curriculum approval is sought:

(a) B-level structural plans examiner:

(A) Appropriate design methods, calculations, specifications and plan submittals totaling a minimum of 45 hours:

(i) Product approvals; i.e., listings, evaluation standards and reports;

(ii) Recognized standards;

(iii) Knowledge of design methods; i.e., seismic, wind and snow;

(iv) Knowledge of design and material terminology;

(v) Knowledge of material design criteria; i.e., wood, steel, masonry and concrete, and prescriptive wood requirements;

(vi) Knowledge of special design requirements; i.e., log buildings, pole buildings and retaining walls;

(vii) Appropriate "take-home" examples.

(B) **Structural Specialty Code** or the model code on which it is based totaling a minimum of 120 hours;

(C) Plan review work for a minimum of 120 hours;

(D) Theory and code application for a minimum of 15 hours:

(i) Interpretation processes;

(ii) Alternate methods;

(iii) Local and state appeal processes;

(iv) Understanding and intent of why code provisions exist;

(v) Code development and code change processes; and

(vi) Code administration and enforcement.

(b) B-level structural inspector:

(A) Appropriate construction methods, materials and installation methods totaling a minimum of 45 hours:

(i) Product approvals; i.e., listings, evaluation standards and reports;

(ii) Recognized standards;

(iii) Knowledge of construction methods and types;

(iv) Knowledge of construction materials;

(v) Knowledge of installation standards and specifications; and

(vi) Appropriate field trips.

(B) **Structural Specialty Code** or the model code on which it is based totaling a minimum of 120 hours;

(C) Field laboratory work: **Structural Specialty Code** or the model code on which it is based totaling a minimum of 120 hours:

- (i) Inspection techniques;
- (ii) Construction terminology;
- (iii) Experience in all applicable required inspections, including special inspections; and
- (iv) Recognition and identification of critical construction components.

(D) Theory and code application totaling a minimum of 15 hours:

- (i) Interpretation processes;
- (ii) Alternate methods;
- (iii) Local and state appeal processes;
- (iv) Understanding and intent of why code provisions exist;
- (v) Code development and code change processes;
- (vi) Code administration and enforcement; and
- (vii) Special inspection procedures.

(E) Appropriate minimum supporting curriculum totaling a minimum of 125 hours:

- (i) Interpersonal communication skills;
- (ii) Basic writing skills;
- (iii) Blueprint reading;
- (iv) Applicable code administration and enforcement;
- (v) Basic algebra and geometry; and
- (vi) Computer applications.

(F) Combination of field and office work experience assisting in A-level or B-level structural inspections in a local jurisdiction totaling a minimum of 180 hours;

(G) Passing a final written examination and practical field evaluation administered by an education institution; and

(H) A certificate on completion of program.

(c) B-level mechanical inspector:

(A) Appropriate construction methods, materials and installation methods totaling a minimum of 45 hours:

- (i) Product approvals; i.e., listings, evaluation standards and reports;
- (ii) Recognized standards;

- (iii) Knowledge of mechanical methods and types;
- (iv) Knowledge of mechanical materials;
- (v) Knowledge of installation standards and specifications; and
- (vi) Appropriate field trips.

(B) **Mechanical Specialty Code** or the model code on which it is based totaling a minimum of 90 hours;

(C) Field laboratory work: **Mechanical Specialty Code** or the model code on which it is based totaling a minimum of 90 hours:

- (i) Inspection techniques;
- (ii) Construction terminology;
- (iii) Experience in all applicable required inspections, including special inspections; and
- (iv) Recognition and identification of critical mechanical components.

(D) Theory and code application totaling a minimum of 15 hours:

- (i) Interpretation processes;
- (ii) Alternate methods;
- (iii) Local and state appeal processes;
- (iv) Understanding and intent of why code provisions exist;
- (v) Code development and code change processes;
- (vi) Code administration and enforcement; and
- (vii) Special inspection procedures.

(E) Appropriate minimum supporting curriculum totaling a minimum of 125 hours:

- (i) Interpersonal communication skills;
- (ii) Basic writing skills;
- (iii) Blueprint reading;
- (iv) Applicable code administration and enforcement;
- (v) Basic algebra and geometry; and
- (vi) Computer applications.

(F) Combination of field and office work experience assisting in B-level mechanical inspections in a local jurisdiction totaling a minimum of 180 hours;

(G) Passing a final written examination and practical evaluation administered by an education institution;

(H) A certificate on completion of program.

(d) One and two family plans examiner, structural inspector and mechanical inspector:

(A) Appropriate design methods, calculations, specifications and plan submittals totaling a minimum of 45 hours:

(i) Product approvals; i.e., listings, evaluation standards and reports;

(ii) Recognized standards;

(iii) Knowledge of design methods;

(iv) Knowledge of design and material terminology;

(v) Knowledge of material design criteria; i.e., wood, steel, masonry and concrete, and prescriptive wood requirements;

(vi) Knowledge of special design requirements;

(vii) Knowledge of installation standards and specifications;

(viii) Appropriate "take-home" examples.

(B) **One and Two Family Dwelling Specialty Code** or the model code on which it is based totaling a minimum of 120 hours;

(C) Plan review work for a minimum of 120 hours;

(D) Theory and code application for a minimum of 15 hours:

(i) Interpretation processes;

(ii) Alternate methods;

(iii) Local and state appeal processes;

(iv) Understanding and intent of why code provisions exist;

(v) Code development and code change processes; and

(vi) Code administration and enforcement.

(E) Field laboratory work:

(i) Inspection techniques;

(iii) Construction terminology;

(iii) Experience in all applicable required inspections, including special inspections; and

(iv) Recognition and identification of critical construction components; and

(v) Special inspection procedures.

(F) Appropriate minimum supporting curriculum totaling a minimum of 125 hours:

(i) Interpersonal communication skills;

(ii) Basic writing skills;

- (iii) Blueprint reading;
  - (iv) Applicable code administration and enforcement;
  - (v) Basic algebra and geometry; and
  - (vi) Computer applications.
- (G) Combination of field and office work experience assisting in one and two family dwelling plans examinations and dwelling inspections in a local jurisdiction totaling a minimum of 180 hours;
- (H) Passing a final written examination and practical field evaluation administered by an education institution; and
- (I) A certificate on completion of program.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0425**

### **Timeline for Education Program Approval**

- (1) To be approved for a school year beginning in September, new education programs shall be submitted to the division by June 1 of the prior year for review against curriculum requirements established in OAR 918-098-0422 or 918-098-0423.
- (2) The division shall request any needed additional information by July 1.
- (3) The education institution shall submit requested information by August 1.
- (4) The division shall issue program approval or disapproval by October 1 for programs for the following calendar year.
- (5) Updated programs based on new code adoptions or code changes shall be submitted to the division for approval within 30 days of the effective date of the code adoption or code change.
- (6) Education programs submitted for the three-year review and re-approval shall follow the timeline in this rule.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0430**

### **Approval of Inspector In-Training, Continuing Education and Educational Programs**

- (1) Applications for approval must be filed at least 45 days prior to the date of the proposed class or beginning date of

training. The 45-day period may be shortened if the administrator determines there is an emergency.

(2) The application must describe the course objectives, qualifications for entry into the course, course content, materials to be used, length of class, field time if applicable, and instructor names and qualifications.

(3) Where continuing education credits are sought, the application shall show the number of credits sought for the course and provide justification.

(4) Instructors must be pre-approved by the division.

(5) Instructors approved by the division to teach code change courses shall be granted the same number of continuing education credit hours as those attending the course.

(6) Persons or organizations requesting reimbursement from the division training funds for education programs shall have a valid contract with the division or specific written approval from the division at the time of course offering.

Stat. Auth.: ORS 455.725

Stats. Implemented: ORS 455.725

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0500; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0440**

### **Processing of Certification and Continuing Education Information**

The division shall maintain current certification, code change continuing education and examination records for building officials, plans examiners and inspectors as long as they remain certified.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0260

## **918-098-0450**

### **Continuing Education Requirements for Building Officials**

(1) Building officials shall be required to obtain six hours continuing education credits each year in classes related to the duties of a building official. The building official may select relevant classes. In calendar years when the legislature meets in regular session, the classes must also include at least one division-approved class covering new legislation relating to the administration and enforcement of building inspection programs. Classes covering new legislation shall be reported as required by OAR 918-098-0470.

(2) Building officials also certified as inspectors or plan reviewers shall be required to meet the continuing education requirements described in OAR 918-098-0460.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCA 33-1993, f. & cert. ef. 12-14-93; BCA 33-1993, f. & cert. ef. 12-14-93; BCD 8-1997, f. & cert. ef.

4-1-97; Renumbered from 918-099-0610

## **918-098-0460**

### **Continuing Education Requirements for Inspectors and Plans Examiners**

(1) Every inspector and plans examiner certified under these rules shall be required to obtain at least six hours of continuing education credit each year in classes related to their duties as an inspector or plans examiner. Inspectors and plans examiners certified under two or more specialty codes shall be required to obtain at least 12 hours of continuing education credit each year.

(2) In code change years, inspectors and plans examiners shall, no later than 12 months after adoption, be required to attend at least one division-approved class covering recent code changes for each certification in which a code change has been adopted. This requirement shall be in addition to the continuing education requirement described in section (1) of this rule. However, these credits may be used to satisfy the requirement in section (1) of this rule. Classes covering code changes shall be reported as required by OAR 918-098-0470.

(3) The division may approve credit for code change courses taken prior to the code adoption date.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCA 33-1993, f. & cert. ef. 12-14-93; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0620; BCD 15-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-098-0470**

### **Reporting of Continuing Education Information**

(1) All persons presenting approved code change classes shall, upon completion of the class, file with the division a copy of the division-approved class roster, which shall include the name and signature of each person taking the class and the number of hours each person was present in the class room.

(2) The building official of each municipality shall maintain continuing education records for the building official and each inspector and plans examiner employed by the municipality. Continuing education records shall be retained for at least three years. Copies shall be provided to the division upon request.

(3) Building officials and inspectors not employed by a municipality or whose continuing education records are not maintained by a municipality shall maintain their own record of job related continuing education courses taken and provide a copy of the records to the division upon request.

(4) The administrator may extend the period to comply with code change continuing education requirements in case of hardship or illness. Requests for extension shall:

(a) Be in writing;

(b) Describe the nature of the hardship or illness and the reason why the applicant is unable to comply with the continuing education requirements; and

(c) State when the person will be able to complete the continuing education requirements.

(5) Inspectors and plans examiners who have complied with all certification requirements may request their

certifications be placed in an inactive status for up to three years or one code cycle, whichever is less. Requests for inactive status shall be made in writing to the division. Persons whose certifications are placed in an inactive status must comply with the continuing education requirements for the most recent code change year before their certifications will be reactivated.

(6) Certifications of building officials, plans examiners and inspectors who do not comply with the code change education or continuing education requirements contained in these rules shall lapse. Persons whose certifications have lapsed for failure to comply with code change or continuing education requirements shall be required to re-apply for certification and take a division-approved examination in the same manner as a new applicant.

Stat. Auth.: ORS 455.720

Stats. Implemented: ORS 455.720

Hist.: BCA 16-1992, f. & cert. ef. 8-11-92; BCA 33-1993, f. & cert. ef. 12-14-93; BCD 8-1997, f. & cert. ef. 4-1-97; Renumbered from 918-099-0630

## **918-098-0600**

### **Purpose and Scope**

The provisions of OAR 918-098-0600 to 918-098-0630:

(1) Establish the background qualifications and the evaluation and testing criteria to be registered as a post-earthquake structural damage inspector; and

(2) Implement ORS 455.448 and 455.449.

Stat. Auth.: ORS 455.100 & ORS 455.448

Stats. Implemented: ORS 455.448 & 455.449

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## **918-098-0610**

### **Definitions**

For the purposes of OAR 918-098-0600 to 918-098-0630, the following definitions apply:

(1) "Building Inspector" as set forth in ORS 455.448 means a person registered pursuant to the provisions of OAR 918-098-0620 as either a general post-earthquake inspector or a limited post-earthquake inspector;

(2) "General Post-Earthquake Damage Inspector" means a person registered under the provisions of OAR 918-098-0620 or appointed by the director pursuant to ORS 455.448 to perform post-earthquake damage and habitability assessments on all structures; and

(3) "Limited Post-Earthquake Damage Inspector" means a person registered under the provisions of OAR 918-098-0620 or appointed by the director pursuant to ORS 455.448 to perform post-earthquake damage and habitability assessments on detached one- and two-family dwellings less than three stories in height and their accessory structures less than three stories in height.

Stat. Auth.: ORS 455.100 & ORS 455.448



Stats. Implemented: ORS 455.448 & 455.449

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## **918-098-0620**

### **Registration Requirements**

(1) All persons seeking registration as a post-earthquake inspector must have education, training and experience, as follows:

(a) To be registered as a general post-earthquake damage inspector, an applicant must:

(A) Be registered in any state as an architect, or be qualified by training and experience to take the Oregon examination for registration as an architect;

(B) Be certified in the state of Oregon as an A-level, B-level or fire and life safety plans examiner or inspector, or be qualified to take the Oregon A-level, B-level or fire and life safety plans examiner or inspector certification examination; or

(C) Be registered in any state as a professional engineer in civil or structural engineering, or be qualified by education and experience to take the Oregon professional engineer examination in civil or structural engineering, even though the applicant has not taken the Fundamentals of Engineering examination.

(b) To be registered as a limited post-earthquake damage inspector, an applicant must:

(A) Meet any of the qualifications listed in subsection (1)(a) of this rule;

(B) Be certified in the State of Oregon as a one and two family dwelling structural inspector, or be qualified to take the Oregon one and two family dwelling structural inspector examination; or

(C) Be certified in the State of Oregon as a one and two family dwelling plans examiner, or be qualified to take the Oregon one and two family dwelling plans examiner examination.

(2) In addition to the education, training and experience requirements, all persons must:

(a) Complete an application form provided by the division; and

(b) Complete, or have completed within three years of application, an Applied Technology Council (ATC) training course approved by the division.

Stat. Auth.: ORS 455.100 & ORS 455.448

Stats. Implemented: ORS 455.448 & 455.449

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

## **918-098-0630**

### **Registration Period; Renewal**

(1) All persons registered under the provisions of OAR 918-098-0620 shall be registered for a period of up to three years. Registration shall expire July 31, 2000, and on that day every three years thereafter.

(2) Registration renewal requires meeting all requirements for registration in OAR 918-098-0620.

Stat. Auth.: ORS 455.100 & ORS 455.448

Stats. Implemented: ORS 455.448 & 455.449

Hist.: BCD 8-1997, f. & cert. ef. 4-1-97

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 99**

**STRUCTURAL INSPECTORS, MECHANICAL  
INSPECTORS AND MOBILE HOME INSTALLATION INSPECTORS**

**918-099-0045** [Renumbered to 918-098-0030]

**918-099-0065** [Renumbered to 918-098-0060]

**918-099-0120** [Renumbered to 918-098-0240]

**918-099-0130** [Renumbered to 918-098-0300]

**918-099-0135** [Renumbered to 918-098-0310]

**918-099-0140** [Renumbered to 918-098-0320]

**918-099-0145** [Renumbered to 918-098-0330]

**918-099-0150** [Renumbered to 918-098-0340]

**918-099-0200** [Renumbered to 918-098-0000]

**918-099-0220** [Renumbered to 918-098-0010]

**918-099-0260** [Renumbered to 918-098-0440]

**918-099-0280** [Renumbered to 918-098-0050]

**918-099-0410** [Renumbered to 918-098-0020]

**918-099-0500** [Renumbered to 918-098-0430]

**918-099-0510** [Renumbered to 918-098-0400]

**918-099-0610** [Renumbered to 918-098-0450]

**918-099-0620** [Renumbered to 918-098-0460]

**918-099-0630** [Renumbered to 918-098-0470]

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 100**

**SPECIAL ALTERNATIVE INSPECTION PROGRAM RULES GENERAL REQUIREMENTS FOR  
PROGRAMS**

**918-100-0000**

**Authority and Applicability of Rules**

(1) The rules in OAR 918-100-0000 to 918-100-0130 implement the special alternative inspection programs for commercial and industrial installations authorized by ORS 455.190 for the **Structural, Mechanical and Plumbing Specialty Codes**. As used in these rules "commercial and industrial installations" are work involving:

- (a) Any occupancy, other than a one- and two-family dwelling under the minor label program; and
- (b) Any occupancy in the **Oregon Structural Specialty Code**, except one- and two-family dwellings and associated accessory buildings, and an apartment building or apartment complex having six or less living units, under the master permit program.

(2) These rules apply only within inspecting jurisdictions that provide the special alternative inspection programs.

(3) Nothing in these rules shall prohibit a person from knowingly purchasing a regular permit in order to insure individual inspection of any installation

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

**918-100-0010**

**Definitions**

The following definitions are adopted:

(1) "Accessible" means the structural, mechanical and plumbing installations can be easily inspected because the work is in the open or because there is a designed permanent physical access such as an access panel, door or similar entry.

(2) "Applicant" is a person authorized to take out a master inspection permit.

(3) "Closest Office" means:

(a) In the case of the division, the closest office within the state from which appropriate inspectors are dispatched; or

(b) In the case of a municipality, the closest office from which appropriate inspectors serving the facility are dispatched within the municipal boundaries. If a municipality does not have an office from which inspectors are dispatched, the "closest office" is the municipality's executive office or the point of actual dispatch, whichever is closest.

(4)(a) A "Covered Facility" under the master permit program is one or more commercial or industrial buildings or structures under common ownership or management located within the boundaries of the same inspection jurisdiction:

(A) Within the same complex on contiguous lots; or

(B) Situated at different locations within the municipality and both the inspecting jurisdiction and the permittee agree to treat the buildings or structures as a "covered facility".

(b) A "covered facility" under the master permit program, does not include an apartment or combination of apartments having less than a total of six living units.

(5) "Inspecting Jurisdiction" is the municipality or state serving the area with inspection services.

(6) "Inspection Hours" means the time necessary to do the inspections under the special alternative inspection program. This includes travel to and from the closest office of the inspecting jurisdiction as well as inspector documentation.

(7) "Jurisdictional Inspector" is the inspector for an inspecting jurisdiction.

(8) "Minor Label" is an adhesive sticker sold by a jurisdiction participating in the random inspection program which identifies the jurisdiction issuing the sticker and has a serial number, space for a date and identification of the person doing the work, (license number in case of plumbing) and other information.

(9) "New Construction" means:

(a) Creation of a new building shell, structural retrofit, installation or alteration of load bearing walls, foundations or exit passageways;

(b) Installation of mechanical and plumbing products as part of the work described in subsection (a) of this section;

(c) Any structural, mechanical or plumbing work performed in connection with changing the use or occupancy classification of the building;

(d) Any addition which increases the square footage of the building or structure; or

(e) Remodeling within an occupied existing shell which results in:

(A) Vacation of more than 25 percent of occupants within a floor or building resulting from remodel;

(B) Termination of a tenant's usual activities for more than five working days; or

(C) Construction which involves more than 25 percent of the area on any floor.

(10) "Occupancy Classification" means the designation of a building according to its use or the character of its occupancy, into one or more of the occupancy groups as provided in the **Oregon Structural Specialty Code**.

(11) "Repair and Maintenance" means restoring accessible or existing appliances, appurtenances, fixtures, wastes, vents or distribution pipes in buildings or structures to a safe and sanitary condition.

(12) "Replacement" means exchanging an existing structural component or mechanical or plumbing product for a similar item which:

- (a) Does not change the source or location of power;
- (b) Does not exceed the design capacity of the existing system or structure; and
- (c) Meets current accessibility and earthquake requirements.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **Minor Label Program**

### **918-100-0020**

#### **Minor Installations**

The following are minor installations for which a minor label may be used by an appropriate person:

(1) **Structural Specialty Code**, minor structural installations:

- (a) Alteration, replacement or repair of up to 100 linear feet of nonbearing, non-fire-resistive walls and partitions not part of the building shell, an exit or an exit passageway;
- (b) Window and door replacements or relocations not part of an exit or exit passageway and fit within existing openings. Replacement windows and doors shall comply with the requirements of current state codes, including but not limited to safety glazing requirements;
- (c) Light weight interior awnings under 100 pounds total weight;
- (d) Removal and replacement of acoustical ceiling tiles in non-fire-rated ceilings of less than 1,000 square feet. Replacement of supporting grid is not included;
- (e) Minor roofing repairs not exceeding ten percent of the roofing area.

(2) **Mechanical Specialty Code**, minor mechanical installations:

- (a) Moving or replacing duct work not involving fire-dampers or penetrations of fire walls, fire assemblies or floors;
- (b) Moving grills in duct work;



(c) Replacing existing heating, cooling and ventilation equipment.

(3) **Plumbing Specialty Code**, minor plumbing installations:

(a) Includes accessible:

(A) Plumbing repair and maintenance;

(B) Replacement of up to three accessible plumbing appliances, appurtenances or fixtures as defined in the **State Plumbing Code**;

(C) Replacement of up to 20 feet of plumbing piping.

(b) Cross-connection control devices are not considered minor plumbing installations and are excluded under these rules.

(4) Exclusions: The commercial and industrial minor label program does not include:

(a) Work on one- and two-family dwellings:

(b) New construction:

(c) Accessibility retrofit;

(d) Major roof repairs, constituting more than ten percent of roofing area and reroofing;

(e) Work on fire-extinguishing or smoke evacuation systems;

(f) Chemical or industrial liquid waste and vent piping; or

(g) Combination waste and vent systems.

(5) No more than one minor label for each specialty area shall be used on any single project.

(6) A minor label is only required when the work otherwise requires a permit. No new permit requirements are created.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **918-100-0030**

### **Minor Label Fees**

A book containing minor labels and log shall be sold by the inspecting jurisdiction at a recommended rate not exceeding 20 percent of the standard expected fee if ten typical permits were issued in lieu of the minor labels, but in no event exceeding \$100.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

**918-100-0040**

**Issuance and Scope of Minor Labels**

The following persons are eligible to purchase and use a minor label:

- (1) Structural and Mechanical Labels. The owner of the building, the owner's agent or contractor having a verified Construction Contractors Board registration doing the work.
- (2) Plumbing Labels:
  - (a) Plumbing contractors having a certificate of registration under ORS 447.030 and a verified Construction Contractors Board registration;
  - (b) Plumbers having a certificate of competency under ORS Chapter 693.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

**918-100-0050**

**Requirements for Persons Using Minor Labels**

A person making a minor installation shall:

- (1) Fill in the information required on a minor label and attach it on or near the installation when work is started;
- (2) Record the installation in the minor label log;
- (3) Return the minor label log to the jurisdiction selling the log after the ten minor labels are used, or every six months from date of sale, whichever occurs first; and
- (4) Arrange necessary access to the installation for inspection.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

**918-100-0060**

**Requirements for Municipalities**

The inspecting jurisdiction shall inspect at least ten percent of each log within 30 days of its return. If the work inspected violates the code under which the installation is made, the inspecting jurisdiction may:

- (1) Inspect additional installations listed in the log; and
- (2) Charge the person purchasing the minor labels for all new inspections and for all reinspections required at the jurisdiction's hourly inspection rate.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **Master Permits**

### **918-100-0070**

#### **Issuance of Master Permits**

Master permits shall be issued to the following persons electing to be inspected under the master permit program, if the jurisdiction offers this program:

- (1) Structural and mechanical master permit. Contractors having a verified Construction Contractors Board registration, owner or operator of the covered facility.
- (2) Plumbing:
  - (a) Plumbing contractors having a certificate of registration under ORS 447.030 and a verified Construction Contractors Board registration;
  - (b) Covered facilities having plumbing employees with a certificate of competency under ORS Chapter 693.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

### **918-100-0080**

#### **Work Qualifying for the Master Permit Program**

- (1) A master permit allows construction work in a covered facility if:
  - (a) The work is not "new construction" as defined in these rules;
  - (b) The occupancy classification of the building is not changed as a result of the work; or
  - (c) Work is governed by the state building codes and a permit is otherwise required.
- (2) The master permit program allows:
  - (a) Structural: Construction or alteration that is not new construction, including non-structural demolition carried out in

conjunction with or necessary for construction allowed under this program;

(b) Mechanical: Any installation not new construction;

(c) Plumbing: Any plumbing not new construction.

(3) Exclusions A master permit does not allow:

(a) Work on one-and two-family dwellings, and associated accessory buildings, and an apartment building or apartment complex having six or less living units;

(b) New construction;

(c) Accessibility retrofit;

(d) Major roof repairs and reroofing unless preapproved by the inspecting jurisdiction;

(e) Work on fire-extinguishing or smoke evacuation systems;

(f) Chemical or industrial liquid waste and vent piping; or

(g) Combination waste and vent systems.

(4)(a) Where state code requires plan review for any of the construction covered by section (2)(a) or (b) of this rule, an expedited, within 24 hours, review can be requested as provided in subsection (b) of this section;

(b) The request for expedited review shall be filed with the inspecting jurisdiction; and

(A) Contain a statement of a state-licensed professional architect or engineer whose practice is in the program area covered certifying fire and life safety issues do not exist or are addressed, and the proposed construction meets code requirements;

(B) Contain a copy of drawings signed by the licensed professional; and

(C) Be requested at least ten working days prior to the work.

(c) When plan review is provided by the inspecting jurisdiction, the fee shall be the jurisdiction's fee for plan review.

(5) No work shall be covered or installation made operational until inspected, tested or approved by the inspecting jurisdiction.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **918-100-0090**

### **Mater Permit Fees**

(1) The master permit fee for inspection hours shall be the hourly charge of the inspecting jurisdiction. The hourly charge may include the direct costs of providing the service, such as salaries, materials and supplies, as well as indirect expenses, such as supervision, overhead and staff support. However, the fee level is subject to ORS 455.210.

(2) Advance estimated payments may be required by the inspecting jurisdiction when the master permit is obtained, or during the term of the permit, provided an annual accounting and credit or refund is given based on actual time spent for inspections. All requirements must be in ordinance, rule or other binding regulations of the inspecting jurisdiction.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **918-100-0100**

### **Requirements for Applicants**

(1) An applicant electing to have a covered facility inspected under a master permit shall:

(a) Take out an annual master permit with the inspecting jurisdiction, designate the covered facility involved, define whether the work will be done by exempt employees, licensed plumbing employees or registered contractors or any combination, and pay the required fees;

(b) Create and keep records of all master permit installations showing what was done, the employee or contractor doing the work, when it was done and material used;

(c) File reports covering work done every three months and make the original records available for the jurisdictional inspector;

(d) Arrange an inspection schedule with the inspecting jurisdiction. Every covered facility shall be inspected at least once a year, or more frequently if deemed necessary by the inspecting jurisdiction based upon the size, use or occupancy of the building;

(e) Not cover until inspected, tested and approved;

(f) Make corrections required upon inspection regardless of who did the work;

(g) Pay, upon request from the inspecting jurisdiction, the fee for the inspection hours used to service the facility or facilities;

(h) Take out a timely separate permit, pay fees and have individual inspections for installations outside the scope of a master permit.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

## **Delegation of Alternative Inspection Programs**

## **918-100-0110**

### **Delegation of Special Inspection Programs**

Each municipality providing industrial and commercial structural, mechanical and plumbing specialty code inspections can request delegation provided it:

- (1) Files a timely notice under ORS 455.150 covering the basic programs and serves the required parties, the state in case of a county, and county and state in case of a city;
- (2) Files separate requests for delegation of special inspection programs with the division at the same time and with the same parties in subsection (a) of this section and includes as relevant:
  - (a) A proposed time line and method by which the municipality shall adopt random inspections or master permit inspections or both within its jurisdiction and notify persons within its inspection boundaries;
  - (b) A description of the inspection area to be covered and specific identification of covered facilities which cross jurisdictional lines that are included or excluded in the requested delegation:
    - (A) If a covered facility crosses jurisdictional lines, delegation shall only be allowed if the facility is to be served by one inspecting jurisdiction for all of its inspection needs covering the program for which master permit application is sought and there is consent by the adjacent jurisdictions. The only exceptions are where a logical division of the covered facility can be made and there is no additional expense or loss of convenience to the facility or where a facility crossing jurisdictional lines is constructed after delegation of the program;
    - (B) The request for delegation shall explain how facilities that cross jurisdictional boundaries will be inspected, and how the relevant code shall be enforced, if the facility elects to be inspected under the master permit program. Copies of agreements with surrounding jurisdictions, dispute resolution agreements or a statement there is no related facility that crosses jurisdictional lines are acceptable;
    - (C) An explanation shall be provided regarding how fees shall be established with the facility. Copies of prototype agreements with facilities or agreements with adjacent jurisdictions are acceptable;
    - (D) An agreement that if a disagreement arises between applicant and any adjacent jurisdiction over who should provide complete services to a facility that crosses a jurisdictional line, the division may immediately assign the facility to any jurisdiction to provide complete inspection services covering the program under which there is a disagreement. If applicant is not assigned the authority, applicant shall cooperate in allowing the assigned jurisdiction to operate in its territory and in bringing any enforcement actions necessary involving that facility.
- (3) Files a master permit inspection operating plan briefly describing how the programs will be administered including:
  - (a) Local policies and procedures for operating the program;
  - (b) The certifications of each jurisdiction plans examiner and inspector assigned to the program;
  - (c) Accounting procedures.
- (4) Notwithstanding the applicant requirements of these rules, the division may delegate the random inspection or master permit program or both to a municipality prior to July 1, 1995, provided the municipality agrees to serve as a test jurisdiction and agrees to provide periodic reports as well as opportunity to monitor operations to the division.
- (5) Renewal of delegation. No additional procedures are required for renewals. As long as the municipality continues to provide structural, mechanical and plumbing specialty code inspections, the renewal is automatic upon notice under ORS 455.150 of continuation or request.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

918-100-0120

Clarification of Jurisdiction

- (1) If inspecting jurisdiction chooses not to offer the minor label program or master permit program, permits and individual inspections shall continue to be required in each program area involved; and
- (2) The delegation process shall not shift any inspection authority or boundary from one inspecting jurisdiction to another unless there is express agreement between the granting and receiving jurisdictions under OAR 918-100-0110.

Stat. Auth.: ORS 455.040(1), 455.144(7), 455.190 & 479.560

Stats. Implemented: ORS 455.190

Hist.: BCD 27-1994, f. & cert. ef. 11-15-94

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 200**

**AMUSEMENT RIDE AND DEVICE SPECIALTY CODE**

**918-200-0000**

**General Title**

OAR Chapter 918, Division 200 shall be known and may be cited as the "**Amusement Ride and Device Specialty Code**".

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 460

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0000

**918-200-0005**

**Definitions**

As used in this code, unless the context requires otherwise:

- (1) "Administrator" means the Administrator of the Building Codes Division.
- (2) "Alterations/Modifications of an amusement ride or device" means any physical change to the structure or mechanism that materially changes the manufacturer's original design or affects the function, capacity or operation, in any manner.
- (3) "Amusement park" means a tract or area used principally as a permanent location for rides or devices or both.
- (4) "Division" means the Building Codes Division of the Department of Consumer and Business Services.
- (5) "Equipment" means and includes all types of amusement rides, machines, machinery, devices, safeguards and protective facilities used in connection with the operation and maintenance of amusement rides.



(6) "Exit" means a doorway or other opening affording safe access from an amusement ride to an open area.

(7) "Inspections" means:

(a) "Annual Inspection" is the official inspection of a ride or device prior to issuance of an annual operating permit;

(b) "Reinspection" is an inspection of a ride or device after a defect or deficiency is corrected;

(c) "Unscheduled Inspection" is any inspection which is not an annual inspection or reinspection.

(8) "Inspector" means a qualified person authorized by the Division to inspect amusement rides or employed, or otherwise authorized, by an insurance company to inspect rides insured by the company.

(9) "Major Alteration" means a change in the type or capacity of an amusement ride or device or a change in the structure or mechanism that materially affects its function or operation. This includes, but is not limited to, changing its mode of transportation from non-wheeled to a truck or flat-bed mount, and changing its mode of assembly or other operational functions from manual to mechanical or hydraulic.

(10) "Major Breakdown" means a stoppage of operation from any cause resulting in damage to, failure of or breakage of a stress bearing part of a ride or device.

(11) "New Ride" means a ride or device for which a permit has not been issued by the Division for operation in the state or a ride or device that has undergone major alteration.

(12) "Operator" means a person who owns or manages or has the duty of managing the operation of one or more amusement rides and devices.

(13) "Permit (to Operate an Individual Ride or Device)" means a permit issued by the Division confirming the annual inspection has been performed and the individual ride or device meets the rules established by the Division for its operation in this state.

(14) "Ride Operator" means a person control-ling or causing the amusement ride or amusement device to go and stop and perform its function. A "ride operator" may be the operator's employee.

(15) "Stop Order" means a written order requiring the specified amusement ride not be operated until required repairs, changes, or alterations are completed to the satisfaction of the inspector.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0020; BCA 9-1992(Temp), f. 5-28-92, cert. ef. 6-1-92; BCA 21-1992, f. 12-3-92, cert. ef. 12-4-92; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## **918-200-0015**

### **Scope of Amusement Rides Rules**

The provisions of this code shall apply to all amusement rides and devices defined in ORS 460.310 and to operators and inspectors of amusement rides. This code does not apply to games or concessions and their associated structures or to pony rides or similar animal rides or amusement devices designed to accommodate one to four children, such as coin operated machines which do not require an attendant on site and are not ordinarily found within an amusement park or carnival.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0010; BCD 1-1994, f. & 1-14-94, cert. ef. 2-1-94

## **918-200-0020**

### **Uniformity**

The code shall be applicable and uniform throughout this state and in all municipalities, and no municipality shall enact or enforce any ordinance, rule or regulation relating to the same matters encompassed by these rules unless authorized by the Administrator.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0015; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## **Administration**

## **918-200-0025**

### **Permits, Inspections and Appeals**

(1) Upon receipt of the inspection reports and certification that the ride or device complies with the ORS 460.310 through 460.410 and these rules, receipt of a certificate of insurance from the insurer of the ride, and receipt of the required fees, the Division shall issue a permit to operate the ride or device. The permit shall be attached to each amusement ride or device in a location accessible and clearly visible to persons who may wish to confirm the existence of the permit. Defects which are dangerous to health or safety shall be corrected before the annual operating permit is issued. Corrections which do not present an immediate hazard to the safety of the public or persons using or operating the ride or device, or which may be temporarily corrected by restrictions in the operation of the ride or device, shall be noted as a restriction on the permit.

(2) The certificate of insurance required by section (1) of this rule, shall be on the standard form issued by the insurance carrier, shall include the insurance policy number, and the identifying name and, if available, the model and serial or other identifying number of the ride or device. The certificate shall also include a statement the insurance carrier will give the Division 30 days prior notice before the insurance policy is canceled.

(3) Permits shall expire one year from the date of issue and renewal permits shall begin on the date of expiration of the expired permit. Ninety days prior to expiration of an existing permit an operator may apply to the Division on a form furnished by the Division, to renew a permit to operate an amusement ride or device. If the inspection report shows the ride is not insured as required by ORS 460.320 or does not meet the safety standards set forth by ORS 460.330 or these rules, a reinspection report and written notice of compliance must be received by the Division before the permit may be issued.

(4) The results of the inspection shall be recorded by the inspector on forms furnished by, and filed with, the Division. A copy of the report shall also be provided to the operator.

(5) The Division may make unscheduled inspections of previously inspected rides.

(6) Every inspection shall be documented by a written inspection report. Violations of the standards in ORS 460.330(2) and these rules shall be noted on the inspection report. Violations shall be corrected before a permit may be issued. The operator shall notify the Division when the corrections are completed by signing and delivering to the Division the copy of the permit application provided for reporting corrections.

(7) Any inspector or representative of the Division may issue, in writing, a stop order for any amusement ride or device determined to be hazardous or unsafe. Operation shall not resume until the unsafe conditions are corrected and a reinspection has been performed.

(8) The Division may suspend or revoke a permit to operate for failure to conform to the minimum safety requirements contained in these rules or otherwise required by law. Proof of compliance with the requirements of the Division for reinstatement shall be based on a reinspection.

(9) If the Division proposes to suspend or revoke a permit to operate an amusement ride, it shall provide notice in accordance with ORS 183.415 of its proposed action and the basis for such action. If the operator desires a hearing, the operator shall so notify the Division in writing, within 20 days. If the Division suspends or refuses to renew a permit on an emergency basis as provided by ORS 183.430(2), the operator may request in writing a hearing within 90 days. If the Division refuses to issue a permit on grounds other than failure to pass an inspection, the operator may request in writing a hearing within 60 days. For purposes of this section, the calculation of time for notification or receipt shall be:

(a) When mailed by the Division, the date mailed plus two days;

(b) When mailed to the Division, the date received by the division, less two days.

(10) Temporary renewal permits may be issued as authorized by ORS 460.330(3) upon written application to the Division, and payment of the permit fee. If the annual renewal permit is issued prior to expiration of the temporary permit, no additional fee shall be required.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0100; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## **918-200-0030**

### **Division Inspectors**

The Administrator of the Division may appoint and employ qualified inspectors to inspect amusement rides for the Division.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0110; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## **918-200-0040**

## Authority of Inspector

An inspector not employed by the Division may inspect only amusement rides and devices insured or to be insured by the inspector's employer or principle.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0120; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94

## 918-200-0055

### Permit Fee

(1) The fee for an annual operating permit for rides and devices shall be \$25.

(2) The fee for reinspection by the Division shall be \$60 per hour, including associated travel time.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; DC 17-1982, f. & ef. 8-3-82; Renumbered from 814-060-0135; BCA 20-1992(Temp), f. 11-24-92, cert. ef. 12-1-92; BCA 6-1993, f. 4-28-93, cert. ef. 5-1-93; BCD 1-1994, f. 1-14-94, cert. ef. 2-1-94

## 918-200-0065

### Ski Equipment, Federal Exemptions

(1) Devices and equipment generally associated with winter sports activities, such as ski lifts, ski tows, J-bars, ski mobiles, chair lifts and aerial tramways, shall be installed and maintained in accordance with **ANSI Standard B77.1-1992** published by the American National Standard Institute.

(2) The Division finds that the devices associated with winter sports activities located in ski areas that are operated over or upon land under the jurisdiction of the United States Forest Service have been, and are being regulated and inspected by the U.S. Forest Service. The inspection standards are, and have been, not lower than the safety standards required by ORS 460.355(1). So long as the U.S. Forest Service continues to regulate and inspect those devices located on or across Federal Forest Service land, they are exempt from the requirements of ORS 460.310 to 460.410.

**NOTE:** A copy of the **ANSI Standard B77.1-1990** is available for review at the Division offices during normal business hours.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.355 & 460.360

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0150; BCA 3-1991(Temp), f. & cert. ef. 2-25-91; BCA 26-1991, f. 8-26-91, cert. ef. 8-27-91; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## 918-200-0070

## General Standards and Requirements

(1) Except for devices and equipment subject to OAR 918-200-0065, amusement rides and devices subject to inspection and permit under these rules shall be manufactured, installed and maintained according to **American Society for Testing and Materials (ASTM) Standards F698-88, F747-89, F770-88, F846-92, F853-91, F893-87, F1159-92, F1193-88 and F1305-90**, and by the additional standards adopted in these rules.

(2) Daily Operating Inspection:

(a) Each amusement ride shall be given a daily operating inspection by the ride operator before any passenger is permitted to ride. Results of these daily inspections shall be recorded and kept on file by the operator for at least two years, and made available upon request by the Division;

(b) A ride or device not properly assembled or defective or unsafe in any of its parts, controls, or safety equipment shall not be operated.

(3) Control of Operation:

(a) Amusement devices shall be operated only by ride operators at least 18 years of age;

(b) Every ride operator shall be trained in the use and function of all normal operating controls, signal systems and safety devices applicable to the ride or device and of the proper use, function, capacity and speed of the particular ride or device being operated. A ride operator shall be at the operating controls during operation and shall have complete control of the ride or device at all times the ride is operated for public use. When the ride or device is shut down the controls shall be locked or incapacitated to avoid unauthorized operation;

(c) Except for amusement devices designed to be operated or controlled by a passenger, only trained ride operators shall handle the controls during normal operation.

(4) A ride or device shall not be loaded beyond its rated capacity or operated at an unsafe speed or at any speed greater than that prescribed by the design engineer or manufacturer. When this information is not available, the operator shall develop criteria for safe operating speeds and rated capacity to the satisfaction of the Division.

(5) An operator shall report by telephone to the Division as soon as practicable, any accident resulting in death, serious injury or property damage in excess of \$5,000. A written report shall be filed with the Division within five working days following the accident. If the accident is a result of equipment failure, the device shall not be operated until it is inspected by an inspector authorized by these rules to inspect the device.

(6) Public Protection:

(a) An amusement device shall not be operated while any person is in a position to be in danger of harm or injury. Areas of potential danger shall be fenced, barricaded or otherwise guarded;

(b) Amusement rides and devices shall not be assembled, disassembled, or operated in a location that at any time may be nearer to energized overhead power lines than:

(A) For lines rated 50 KV or below, minimum clearance between the lines and any part of a lifting crane, ride structure, concession booth, building or equipment shall be ten feet;

(B) For lines rated over 50 KV, minimum clearance between the lines and the lifting crane, ride, structure, concession booth, building or equipment shall be ten feet plus six inches for each 10 KV over 50 KV.

(c) Internal Combustion Power Sources:

(A) Internal combustion power sources shall be of adequate type, design and capacity to handle the design load;

(B) Fuel tanks should be of adequate capacity to permit uninterrupted operation during normal operating hours. Where it is impossible to provide tanks of proper capacity for a complete day, the ride or device shall be shut down and unloaded or evacuated during the refueling procedure. The fuel supply shall not be replenished while the engines are running;

(C) An enclosed area in which an internal combustion engine is operated shall be ventilated. Exhaust fumes shall be discharged outside the area. The equipment shall be properly grounded;

(D) Internal combustion power sources shall be located in a manner permitting proper maintenance and be protected by guards, fencing or enclosure to prevent exposure to hazard and to secure the equipment from the public;

(E) The operator shall provide and maintain portable fire extinguishers of the classification, capacity and number prescribed by the State Fire Marshal;

(F) Liquid petroleum gas employed either as fuel for internal combustion engines, for heat, or for illumination shall be stored in a manner approved by the State Fire Marshal;

(G) All flammable liquids shall be stored and handled according to State Fire Marshal standards. Bulk storage in quantities above 60 gallons shall not be in the area accessible to the public.

(d) Interior and exterior parts with which passengers may come in contact shall be smooth, rounded, free from sharp, rough or splintered edges or corners, and with no protruding screws or projections which might cause injury. Parts upon or against which passengers might be thrown by action of the ride shall be adequately padded to prevent or minimize the possibility of injury.

#### (7) Electrical Standards:

(a) Code. Permanent electrical conductors and equipment installed on or around permanent and temporary amusement parks, carnivals, amusement rides or devices shall conform to the **Oregon Electrical Specialty Code**. Temporary electrical conductors and equipment, and permanent conductors and equipment within permanent rides and devices shall conform to manufacturers' specifications;

(b) Portable Power Outlets and Terminal Boxes. Boxes shall be rain tight and kept locked when the general public is in the area. Service power shall be connected to the box by receptacles mounted on the exterior walls with safety grounding. The distribution within the box shall be by neutral terminal bar(s) and circuit breakers or fuses. Branch circuits shall include the equipment safety grounding and shall connect to receptacles mounted on the exterior of the box. Exterior openings shall be at least six inches above ground level and shall be provided with protective covers, draining eaves and canvas. Conductors fed directly through an opening on the wall of the box shall be color coded and shall be properly sized. Fuses or breakers shall be secured solidly and all connections within the boxes are to be made with threaded screws and lugs of the proper size;

(c) Supply Cords and Cables. Cord or cable assemblies supplying power to the current limiting disconnect of a ride or device shall contain within the assembly a conductor of adequate size for equipment grounding. All conductors within the assembly shall not be smaller than #10 awg (American Wire Gage) wire. Current carrying conductors within the assembly shall be protected with current limiting devices rated at or below the current carrying capacity of the conductors;

(d) Power Sources. Electrical power sources shall be located to permit proper maintenance and protected by guards, fencing or enclosures to prevent exposure to the public;

(e) An amusement ride or device constructed before April 15, 1982, which has been issued an operating permit by the Division within the last three years, may continue to use previously-approved electrical materials and methods until the ride or device is rebuilt, subject to major alteration, or the electrical materials have deteriorated sufficiently to have become a hazard. All other rides or devices without manufacturers' information shall conform to the **Oregon Electrical Specialty Code**.

## (8) Stairways, Landings and Ramps.

(a) Safe and adequate means of access to and from amusement rides and devices shall be provided. All passenger ways shall be free from debris, obstruction, projection and other hazards. All floor, ramp and step surfaces shall be constructed and maintained to prevent slipping and tripping. A safe clearance shall be maintained from all mechanical handling equipment;

(b) Adequate stairways or ramps and necessary landings and platforms shall be provided where persons enter or leave a device, ride or structure that is above or below grade or floor level at the entrance to and exit from such. Unless provided by a recognized manufacturer as a part of the amusement ride or device, the design and construction of stairways, ramps and railings shall conform to the **Oregon Structural Specialty Code** (Walking-Working Surfaces) except for the placement of stairway railings and guards. All stairs with more than three risers shall have standard handrails or railings on both sides regardless of width;

(c) Stairways, landings and ramps shall be designed, constructed and maintained so as to sustain safely a live load of at least 90 pounds per square foot;

(d) At least two exits remote from each other shall be provided from each level floor, tier, room or balcony. No exit shall be less than 28 inches wide;

(e) Access to and exits from amusement rides and devices and associated structures shall be provided with illumination by natural or artificial means of at least five foot-candles measured at grade level.

## (9) Housekeeping:

(a) Cleanliness. A suitable number of containers for refuse shall be provided in and around all amusement rides and devices and associated structures. Excessive accumulations of trash or rubbish shall be promptly removed. All parts of amusement rides or devices and associated structures used by the public shall be kept clean. The area shall be clear and kept free from trash and tripping hazards;

(b) Air Compressors and Equipment. Air compressors, air compressor tanks and related equipment shall be constructed, equipped and maintained to insure safe operation at all times. Air compressor tanks and other air receivers used with air compressors shall be operated and maintained in compliance with applicable provisions of ORS 480.510 through 480.665 and the rules adopted by the Oregon Board of Boiler Rules;

(c) Oil and Hydraulic Systems. Oil and hydraulic systems and other related equipment used in connection with amusement devices shall be free of leaks and shall be maintained to insure safe operation at all times;

(d) Machinery and Machine Guarding. Machinery used in or with an amusement device shall be enclosed, barricaded or otherwise effectively guarded against contact. Guards removed for maintenance shall be replaced before normal operation is resumed. One or more methods of machine guarding shall be provided to protect the public from injury. Guards shall be fixed to the machine where possible and secured elsewhere if attachment to the machine is not possible. The guard or barrier shall not offer an accident hazard in itself. Barriers shall be secured to prevent movement or tipover. The barriers shall be located to keep the public at a safe distance from the ride. All machinery designed for a fixed location shall be secured;

(e) Mechanical Power Transmission. All power transmission devices and associated moving parts shall be shielded, enclosed or barricaded to protect the public or shall be sufficiently distant to prevent hazard;

(f) Welding, Cutting and Brazing. Welding, cutting or brazing shall not be performed where the public can directly observe the process or be hit by sparks of flying materials. Any welding, cutting and brazing performed when the public is present shall be behind temporary solid barriers.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0200; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## **918-200-0095**

### **Inspectors, Files and Information**

- (1) Scope. This rule establishes the minimum standards for inspectors, for communication between manufacturers, operators and inspectors, and the required retention of information.
- (2) To be qualified to inspect amusement rides in Oregon, inspectors shall have:
  - (a) Two years experience with an insurance company as an amusement ride inspector; or
  - (b) Two years experience inspecting amusement rides inspecting amusement ride codes while employed by a state or governmental body regulating amusement rides; or
  - (c) Five years field operating and maintenance experience with amusement rides and devices, including responsibility for erection, assembly, disassembly; personnel supervision responsibility for erection, maintenance and operating functions; or
  - (d) Ten years documented practical experience in the design, construction, maintenance, repair, field inspection, and operation of amusement rides and devices as an authorized representative of a recognized manufacturer; or
  - (e) An equivalent combination of training and experience;
  - (f) Every inspector shall annually attend at least one amusement ride safety and maintenance seminar sponsored by the American Recreational Equipment Association or its equivalent. All experience and schooling shall be documented and available to the Division upon request.
- (3) Manufacturers' Registries. Manufacturers shall, insofar as reasonably practical, maintain registries of persons in the State of Oregon who have need for information on the amusement rides and devices which they manufacture:
  - (a) Operator Registry. This registry shall contain names of all persons known to the manufacturer to operate the manufacturer's products within Oregon;
  - (b) Other Than Operator Registry. This registry shall contain names of all persons within this state who have notified the manufacturer of their legitimate need for information on the manufacturer's products;
  - (c) Manufacturers may periodically request, via ordinary U.S. mail, that persons on the registries confirm the need for the new information. A manufacturer may remove from the mailing list the names of persons who fail to respond within 60 days;
  - (d) Ride manufacturers shall notify registrants of all new information relevant to the proper maintenance, operation and inspection of the amusement rides and devices they manufacture.
- (4) Ride Files. Operator shall maintain a file for each ride. Records should be kept at least five years. The file shall include:
  - (a) Record of required permit inspections; and



(b) Correspondence related to the manufacturer, including:

(A) Bulletins and other manufacturing information; and

(B) Records indicating modifications recommended by the manufacturer were made.

(c) The operating instructions;

(d) All technical information supplied by the manufacturer; and

(6) Such other information as required by these rules.

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: DC 13-1982, f. 4-21-82, ef. 4-30-82; Renumbered from 814-060-0500; BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

## 918-200-0100

### Bungee Jumping

(1) In addition to the standards in these rules, operators of bungee jumping platforms or devices shall comply with the standards in the **Code of Safe Practice** published January 4, 1994, by the North American Bungee Association, Morton, Pennsylvania.

(2) Except for jumps from towers or devices specifically engineered and designed for reverse jumping or catapulting, "bungee catapulting", "negative jumping", "reverse jumping", "launching", "tandem, double or multiple jumping", or "sandbagging" shall not be permitted.

(3) Jump Masters as defined in the **Code of Safe Practice** adopted in section (1) of this rule shall meet the experience requirement as provided in **section 7.1.1(5)** of the **Code of Safe Practice** or equivalent experience acceptable to the Division.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.355

Stats. Implemented: ORS 460.355

Hist.: BCD 10-1994, f. 4-25-94, cert. ef. 5-1-94

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 225**

**BOILERS AND PRESSURE VESSELS**

**Part 1 -- Administrative Requirements**

**918-225-0220**

**Reasonable Notice to Interested Parties**

Prior to the adoption, amendment or repeal of any rule, the Board of Boiler Rules and the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360, at least 21 days prior to the effective date.
- (2) By mailing a copy of the notice to persons on the Board of Boiler Rules' mailing list established pursuant to ORS 183.335 and OAR 918-001-0210.

Stat. Auth.: ORS 185.335

Stats. Implemented: ORS 183.335

Hist.: DC 92, f. & ef. 7-19-77; Renumbered from 814-025-0000; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-000

**918-225-0230**

**Board of Boiler Rules**

- (1) Regular meetings of the Board shall be in Portland, Oregon on the first Tuesday of March, June, September and December unless changed by the Board Chair. If the regular meeting date falls on a holiday, the meeting shall be on the following Tuesday.
- (2) **Sturgis Standard Code of Parliamentary Procedure, Third Edition** is adopted for Board proceedings.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.535 & 480.545

Stats. Implemented: ORS 480.535 & 480.545

Hist.: DC 24-1982, f. & ef. 11-16-82; DC 33-1984, f. & ef. 10-19-84; DC 7-1987, f. & ef. 4-10-87; Renumbered from 814-025-0011; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-025

## **918-225-0240**

### **Definitions**

As used in OAR Chapter 918, Division 225, unless the context requires otherwise:

(1) "Agricultural Purposes" means:

(a) Sowing, tending, and harvesting of products of the soil grown under natural conditions;

(b) Raising of poultry or fowl;

(c) Pasturage or raising of livestock or other animals; or

(d) Original processing of the farm product, but not the processing of the product of a different operator, or reprocessing work as freezing, canning, or packing if performed substantially for commercial purposes.

(2) "Apartment House" means a building consisting exclusively of two or more dwelling units and any related additional areas such as storage or garage area for the vehicles of residents, which is held for lease, rent, or sale (condominiums or co-op apartments) to owners or to tenants on a minimum month-to-month tenancy basis. A dwelling unit is one or more rooms providing sleeping and substantial housekeeping facilities. An apartment house does not include a building with units available to temporary tenants such as travelers, students, or patients, or any building with public accommodation such as a restaurant, public garage or store.

(3) "Available" to determine inspection fees at cost, means the vessels must be due for inspection in the year the notification is applicable, and must all be ready for inspection at the time designated by the inspector.

(4) "Board" is defined in ORS 480.515(1).

(5) "Building Service Piping" means piping systems operating at or less than 15 psig steam, and water at or less than 160 psig, at or below 250° F. listed as **ANSI/ASME Standard B31.9, 1988 Edition**.

(6) "Chief Inspector" means the inspector appointed by the Director pursuant to ORS 480.565(1).

(7) "Farm" means an area of land:

(a) Located in a rural district;

(b) Of sufficient size to generally be considered as a farm in its locale; and

(c) Devoted primarily to tillage and raising crops under natural conditions, or to raising animals, fowl, or poultry.

(8) "Emergency" as used in ORS 480.630(7) means an unplanned circumstance requiring immediate repair, installation, replacement or shutdown because of risk to health, life or property.

(9) "Hobby" or "Demonstration" means recreational or other noncommercial use.

(10) "Immediate Safety Hazard" means hazardous conditions exist requiring immediate correction to a boiler, pressure vessel or pressure piping system to preserve the safety of people or property.

(11) "Installer", as used in the boiler or pressure vessel laws and rules, means the person making the water, steam, air, refrigerant or other product piping connection to the boiler or pressure vessel. A person who transports or merely positions the boiler or pressure vessel is not an "installer". An electrician making electrical connections is not an "installer".

(12) "National Board" means the National Board of Boiler and Pressure Vessel Inspectors.

(13) "Operating" means any vessel connected and ready for service.

(14) "Place of Public Assembly" means a building used or held for use, in whole or in part, for worship, health treatment, rest, recuperation or retirement living; child care nurseries or institutions; public meetings; education; instruction; entertainment; eating; recreation; or awaiting transportation.

(15) "Pressure Piping" means boiler external piping and non-boiler external piping defined in ORS 480.515(8).

(16) "Pressure Relief Valve" means a valve activated by inlet static pressure which opens in proportion to the increase in pressure over the opening pressure range. Only ASME approved valves are allowed under the boiler rules.

(17) "Pressure Vessel" is defined in ORS 480.515(9).

(18) "Psig" means pounds per square inch gauge pressure.

(19) "Quantity," to determine inspection fees at cost, means six or more vessels.

(20) "Related Appurtenance" is defined in ORS 480.515(11).

(21) "Safety Valve" means a valve activated by inlet static pressure and characterized by rapid opening or pop action. Only ASME approved valves are allowed under the boiler rules.

(22) "Same Location," to determine inspection fees at cost, means that all vessels are within 2,000 feet of one another.

(23) "Service of Process" means deposit in the U.S. mail a copy of a notice addressed to the respondent at the respondent's last known address.

(24) "Single Private Residence" means a one-family dwelling structure.

(25) "Structure" means a building or shed with a roof and enclosed on the sides 75 percent or more.

(26) "Traction Boiler" means a boiler constructed before January 1, 1961, designed to operate or pull equipment, or to convert steam power into a fly wheel energy driving apparatus such as a thresher, road roller, or grinding equipment.

(27) "Vessel That is Considered Subject to Corrosion or Erosion" means the vessel contains or is intended to contain contents having a corrosive or erosive effect on any portion of the vessel. The use of glass linings leaves a vessel subject to corrosion unless all portions of the vessel are impervious to the corrosive or erosive effects of the contents.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 3-1982, f. & ef. 2-3-82; DC 1-1984, f. & ef. 1-5-84; BCA 4-1989, f. & cert. ef. 4-17-89; Renumbered from 814-025-0003; BCA 4-1989, f. & cert. ef. 4-17-89; BCA 5-1991, f. & cert. ef. 3-15-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-005

**Part II -- Exemptions**

**Subpart A -- Complete Exemptions**

**918-225-0300**

**Fired Water Heaters**

Fired water heaters used exclusively for heating water for swimming pools or spas are considered pool boilers and are exempt from the requirements of ORS 480.510 to 480.665 if:

- (1) Units are equipped with a flow switch or pressure switch set at a minimum of 1-1/2 psig;
- (2) No intervening stop valves are installed on the discharge side of the unit;
- (3) Discharge piping is not reduced from the engineered sizing of the fired heater;
- (4) All units are equipped with an ASME-approved pressure relieving device set at 50 psig or lower;
- (5) The unit has a maximum of ten gallons capacity contained within the unit; and
- (6) The burner is wired in series with the circulating pump.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 7-1986, f. & ef. 5-5-86; DC 3-1987, f. & ef. 2-18-87; Renumbered from 814-025-0038; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-065

**918-225-0320**

**Refrigerant or Air Conditioning Pressure Vessels**

- (1) Refrigerant or air conditioning pressure vessels containing three cubic feet, or less, volume of non-corrosive gases are exempt from ORS 480.510 to 480.665 if the pressure vessel is manufactured in accordance with the **Boiler and Pressure Vessel Code, (ASME Section VIII, Division I)**, and registered with the National Board of Boiler and Pressure Vessel Inspectors as required by OAR 918-225-450(1).
- (2) The installation and operation of these vessels are covered by the **Oregon Mechanical Specialty Code** or mechanical aspect of the **One and Two Family Dwelling Specialty Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 26-1978, f. 9-21-78, ef. 10-1-78; DC 2-1985, f. & ef. 1-4-85; Renumbered from 814-025-0042; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-

94; Renumbered from 918-225-080

**918-225-0330**

**Exemption of Unfired Pressure Vessels with an Inside Diameter of Six Inches and Less**

- (1) Vessels with an inside diameter or cross section diagonal not exceeding six inches, equipped with an approved pressure relieving device are exempt from ORS 480.510 to 480.665.
- (2) No limitations are placed on length of vessel or pressure.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 18-1980, f. & ef. 8-22-80; BCA 2-1988, f. & cert. ef. 2-22-88; Renumbered from 814-025-0043; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-085

**918-225-0340**

**Pressure Containing Parts of Piping Components**

The following are exempt from the requirements of ORS 480.510 to 480.665:

- (1) Pressure containers which are integral parts or components of rotating or reciprocating mechanical devices, including but not limited to pumps, compressors, turbines, generators, engines and hydraulic or pneumatic cylinders where the primary design considerations or stresses are derived from the functional requirements of the device.
- (2) Pressure containing parts of other components, including but not limited to strainers and devices which do mixing, separating, snubbing, distributing and metering or controlling flow, where the parts are generally recognized as piping components or accessories.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: BCA 1-1991, f. 1-18-91, cert. ef. 1-31-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-093

**918-225-0350**

**Hot Water Storage Tanks**

Hot water supply storage tanks heated by steam or any indirect means not exceeding any of the following are exempt from ORS 480.510 to 480.665:

- (1) A heat input of 200,000 Btu/hr;
- (2) A water temperature of 210° F.;
- (3) A nominal water containing capacity of 120 gallons; or

(4) A maximum working pressure of 150 pounds per square inch gauge pressure.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: BCA 1-1991, f. 1-18-91, cert. ef. 1-31-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-094

**918-225-0360**

**Exemption of Certain Pressure Vessels**

Pressure vessels for cold water storage, water filter, water softener, or hydro-pneumatic service, and equipped with an ASME-approved pressure/temperature relieving device set at a maximum pressure of 150 psig and a maximum temperature of 210° F., except those pressure vessels connected to an outside air supply, are exempt from the Boiler and Pressure Vessel Law under ORS 480.525(1).

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 5-1982, f. & ef. 2-3-82; DC 21-1983, f. & ef. 9-29-83; BCA 6-1987, f. & ef. 8-24-87; BCA 3-1989, f. & cert. ef. 2-8-89; Renumbered from 814-025-0047; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-095

**918-225-0365**

**Exemption of Certain Miniature Boilers**

A miniature boiler used commercially is exempt from the requirements of ORS 480.510 to 480.665, provided the boiler:

- (1) Does not have more than 1.5 cubic feet of steam space;
- (2) Is operated at not more than 30 pounds per square inch;
- (3) Has a safety valve set at or below 30 pounds per square inch; and
- (4) Meets the safety standards adopted by any of the following laboratories as of December 23, 1994:
  - (a) Underwriters Laboratories, Inc;
  - (b) Edison Testing Labs;
  - (c) Italian Istituto Superiore Per La Prevenzione E La Sicurezza Del Lavoro (ISPESL) also known as the "Italian National Standard"; or
  - (d) Technischer Uberwachungsverein (TUV) also known as the "German National Standard".

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: BCD 15-1994, f. & cert. ef. 6-14-94; BCD 29-1994, f. & cert. ef. 12-23-94



## **918-225-0370**

### **Coil-Type Water Boilers**

Coil-type water boilers, where the water can flash into steam when released directly to the atmosphere through a manually operated nozzle, are exempt from ORS 480.510 to 480.665 if the following conditions are met:

- (1) There is no drum, header, or other steam space;
- (2) No steam is generated within the coil;
- (3) Tubing outside diameter does not exceed one inch;
- (4) Pipe size does not exceed NPS 3/4;
- (5) Nominal water capacity does not exceed six gallons;
- (6) Water temperature does not exceed 350° F.;
- (7) Adequate safety relief valves and controls are provided.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: BCA 19-1991(Temp), f. 6-14-91, cert. ef. 6-15-91; BCA 30-1991, f. & cert. ef. 9-9-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94;  
Renumbered from 918-225-096

## **918-225-0380**

### **Refrigeration Chillers**

- (1) Waterside vessels of refrigeration chillers are exempt under ORS 480.510 to 480.665 if:
  - (a) The design pressure does not exceed 300 pounds per square inch gauge, the temperature does not exceed 210° F., and the system includes an ASME-approved relieving device set at a maximum working pressure of 300 pounds per square inch gauge at 210° F.;
  - (b) The refrigerant side is built in accordance with the minimum safety standards and equipped with an ASME-approved relieving device set at or below the maximum working pressure and temperature as specified on the nameplate for the vessel; and
  - (c) All installations of refrigeration chillers comply with ORS 480.630.
- (2) Systems connected to an outside heat energy source shall not be exempt from ORS 480.510 to 480.665.
- (3) If any of the limitations in section (1) of this rule are exceeded, the chiller must comply with the minimum safety standards.
- (4) This exemption does not apply to systems using ammonia as a refrigerant.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 20-1985(Temp), f. & ef. 9-20-85; DC 5-1986, f. & ef. 3-7-86; Renumbered from 814-025-0049; BCA 4-1990, f. & cert. ef. 2-6-90; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-115

**Subpart B -- Partial Exemptions**

**918-225-0390**

**Hobby Miniature Steam Boilers**

(1) Steam boilers of a miniature model locomotive, boat, tractor, or stationary engine are exempt from ORS 480.510 to 480.615 if:

- (a) Constructed and maintained for hobby use, and not for commercial use;
- (b) Has an inside diameter not to exceed 12 inches and having a grate area not to exceed 1-1/2 square feet;
- (c) Has working pressure not to exceed 100 psi;
- (d) Equipped with an ASME-approved safety valve of adequate capacity, together with a water level indicator and a pressure gauge;
- (e) The boiler is inspected and approved by the Division prior to initial operation; and
- (f) The boiler is found by the Division to be substantially in accordance with the minimum safety standards for material, design, and fabrication in existence at the time the boiler was manufactured.

(2) This exemption continues as long as:

- (a) There is no explosion;
  - (b) No alteration or repair is made to the boiler affecting its strength or safety.
- (3) If alteration or repair is made, the boiler must be requalified for the exemption.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 18(Temp), f. & ef. 3-26-73; DC 24, f. 11-15-73, ef. 12-11-73; Renumbered from 814-025-0095; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-205

**918-225-0400**

**Traction Boilers**

A traction boiler built prior to 1961 may be operated for hobby or demonstration purposes only if it complies with the following safety standards and requirements:

- (1) Before initial operation, the boiler is thoroughly inspected by the Division and evaluated for safety. The selection of

appropriate test equipment and procedures shall be at the Division's discretion and at the expense of the owner or user of the boiler. Approval for operation may be conditioned upon passing one or more of the following:

- (a) Non-destructive examination equipment such as x-ray, ultrasonic technique, magnetic particle, or liquid penetrant;
  - (b) Drilling or trepanning of material;
  - (c) Removal of rivets;
  - (d) All joints and surfaces shall be exposed for visual examination.
- (2) An annual opening permit is required. Each traction boiler shall be inspected internally and externally annually and given a hydrostatic test equal to its operating pressure. During the hydrostatic test there shall be no evidence of distortion or leakage in any of the pressure retaining boundaries or appurtenances. The safety valve shall be tested at the time of the external inspection.
- (3) Each traction boiler must have an approved safety valve set to relieve at or below the maximum allowable working pressure. To be approved the safety valve shall be ASME Code stamped and National Board rated.
- (4) The maximum allowable working pressure shall be calculated using a factor of Safety of six (6) and using formula in the minimum safety standards in OAR 918-255-0430(1).
- (5) The maximum allowable working pressure of any lap seam traction boiler with a diameter not exceeding 36 inches shall be determined by the Division after appropriate tests. The maximum working pressure shall not exceed 100 psi.
- (6) Any repairs by welding or riveting to traction boilers shall be made by shops or contractors possessing a National Board repair symbol stamp, as required by OAR 918-225-0430(4). The repair shall be subject to the approval of the Division before and after the repair is made.
- (7) Traction boilers referred to in this rule shall be used for "Hobby or Demonstration" purposes only.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; Renumbered from 814-25-100; BCA 5-1991, f. & cert. ef. 3-15-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-210

## **Subpart C -- Required Safety Devices for Certain Automatic Water Heaters**

### **918-225-0410**

#### **Required Safety Devices for Certain Automatic Water Heaters**

- (1) New or used automatic water heaters exempted under ORS 480.525(1)(b) shall be equipped with an ASME approved pressure-temperature relief valve for hot water service.
- (2) The valve shall:
  - (a) Be set at a maximum working pressure of 150 PSI or less; and

(b) Have an adequate relieving capacity to ensure that when the valve lifts, all energy can be discharged.

Stat. Auth.: ORS 480.557

Stats. Implemented: ORS 480.557

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**Part III -- Codes and Vessel Operations**

**Subpart A -- Codes**

**918-225-0430**

**Designation of Effective Codes**

The **Boiler and Pressure Vessel Specialty Code** containing the minimum safety standards for boilers, pressure vessels, pressure piping, nuclear components, parts, items and repair procedures in Oregon is:

- (1) The **Boiler and Pressure Vessel Code** of the **American Society of Mechanical Engineers (ASME)**, dated July 1, 1995, and addenda and interpretations through December 5, 1995;
- (2) The **1995 Edition** of the **ANSI/ASME B31.1, Power Piping Code** and addenda;
- (3) The **1988 Edition** of the **ANSI/ASME B31.9, Building Service Piping**;
- (4) The **1995 Edition** of the **National Board Inspection Code ANSI/NB 23**;
- (5) The **1995 Edition** of **ASME (CSD-1), Controls and Safety Devices**; and
- (6) The alternate methods provisions under OAR 918-225-0440.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 19, f. 6-21-73, ef. 7-1-73; DC 27(Temp), f. & ef. 12-31-73; DC 33, f. 5-6-74, ef. 5-25-74; DC 38(Temp), f. & ef. 11-1-74; DC 50, f. 7-2-75, ef. 7-25-75; DC 89, f. & ef. 6-2-77; DC 93, f. & ef. 7-19-76; DC 1-1978, f. 1-5-78, ef. 1-15-78; DC 4-1980, f. & ef. 5-30-80; DC 6-1982, f. & ef. 2-4-82; DC 23-1982, f. & ef. 11-9-82; DC 18-1983, f. & ef. 8-11-1983; DC 21-1983, f. & ef. 9-29-83; DC 1-1984, f. & ef. 1-5-84; DC 18-1984, f. & ef. 5-9-84; DC 36-1984, f. & ef. 12-4-84; DC 16-1985, f. & ef. 7-1-85; DC 6-1986, f. & ef. 5-5-86; DC 2-1987, f. & ef. 2-18-87; BCA 5-1987, f. & ef. 8-24-87; BCA 15-1988, f. & cert. ef. 11-16-88; BCA 25-1989, f. & cert. ef. 7-27-89; Renumbered from 814-025-0006; BCA 5-1990, f. & cert. ef. 2-6-90; BCA 26-1990, f. & cert. ef. 10-30-90; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0015; BCD 17-1996, f. & cert. ef. 9-17-96

**918-225-0440**

**Approval of Alternate Methods of Design or Construction**

- (1) The **Boiler and Pressure Vessel Specialty Code** allows the appropriate use of materials, appliances, equipment or methods of design and construction of boilers, pressure vessels and pressure piping systems not specifically prescribed

by the Code, if the proposed alternate method of design or construction is at least equivalent to the Code in suitability, strength, effectiveness, durability, dimensional stability, safety and sanitation.

(2) Boilers, pressure vessels and pressure piping systems may be designed and constructed in compliance with nationally or internationally recognized codes of construction other than those required by OAR 918-225-0430, if the chief boiler inspector determines that the minimum safety standards of the alternate code are equivalent to the **Oregon Boiler and Pressure Vessel Specialty Code**. Prior to approval, the chief boiler inspector shall review the alternate code and the manufacturer's design, drawings and calculations, which must be printed in English. The chief boiler inspector's approval must be obtained prior to installation of the pressure retaining item.

(3) A person requesting approval of an alternate method of design or construction not in compliance with section (2) of this rule must prove the alternate method meets the requirements of section (1) of this rule and shall submit:

(a) An Oregon licensed and registered professional engineer's drawing and calculations;

(b) Proof of materials used in the construction;

(c) Proof of testing such as by radiography, ultrasonic technique, liquid penetrant or magnetic particle, or other nondestructive method verifying adequacy of construction and welding in welded joints and high stress areas; and

(d) Proof by hydrostatic testing that the vessel withstands 1-1/2 times the maximum allowable working pressure of the requested operating pressure of the vessel.

(4) All approvals under this rule shall be reported to the board at its next regular meeting.

(5) All appeals under this rule shall be under ORS 455.690.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; BCD 17-1996, f. & cert. ef. 9-17-96

## Subpart B -- Vessel Operations

### 918-225-0450

#### Manufacturer's Data Reports

(1) Except as provided in section (2) of this rule, a Manufacturer's Data Report shall be filed with the National Board of Boiler and Pressure Vessel Inspectors before installing any new boiler or pressure vessel subject to installation inspection in Oregon. A copy of the filing is provided to the chief inspector by the National Board of Boiler and Pressure Vessel Inspectors when the boiler is to be installed in Oregon.

(2) A Manufacturer's Data Report shall be filed with the chief inspector before installing any new unfired miniature pressure vessel or used boiler or pressure vessel subject to installation inspection in Oregon.

(3) This rule does not apply to cast iron boilers.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 19, f. 6-21-73, ef. 7-1-73; DC 2-1982, f. & ef. 2-3-82; DC 21-1984, f. & ef. 5-15-84; DC 32-1984, f. & ef. 10-19-84; Renumbered from 814-025-0008; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0020

## **918-225-0460**

### **Reporting of Accidents and Conditions of Use**

(1) Any accident, which includes an explosion, fire or major failure of a vessel or a related appurtenance shall be reported to the chief inspector by telephone or FAX, or both, at the Building Codes Division within 24 hours of the occurrence by:

- (a) Vessel owner, whether legal or equitable;
- (b) Vessel user, whether agent of the owner or independent thereof;
- (c) Deputy and special inspectors; or
- (d) Any person licensed or certified under ORS 480.630.

(2) The chief inspector shall cause an immediate inspection of the vessel reported under section (1) of this rule.

(3) Neither the vessel, nor its related appurtenances, shall be changed, altered, repaired or moved (except to give emergency aid or assistance to injured persons), before a deputy or special inspector has been notified of the nature, extent and cause of the accident. The deputy or special inspector shall, at that time, make a determination whether repairs may be undertaken and by what method. The vessel owner or user shall keep any damaged parts of the vessel available, until the inspection required by section (2) of this rule has been made.

(4) Reports made under section (1) of this rule shall not relieve any person from the requirements of an inspection as provided by section (2) of this rule.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 3-1981, f. & ef. 1-23-81; Renumbered from 814-025-0071; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0160

## **918-225-0470**

### **Boiler Operation**

The owner-user of a boiler fired by liquid or gaseous fuel, solid fuel in suspension, electricity or nuclear energy, and operating at or above 15 psi steam or 160 psi water or 250F. shall ensure that all control and safety devices are thoroughly inspected and tested at regular intervals consistent with the provisions in ORS 480.560. A written record of the inspections and tests shall be maintained at the boiler site.

(1) For an "attended boiler," a person adequately trained in boiler operation and control must be in close proximity to the boiler whenever it is in operation. While in operation, the boiler may not be left unattended for any period longer than the response time described in section (3) of this rule.

(2) For an "unattended boiler," the boiler must be equipped with a suitably located alarm which operates at the lowest permissible water level or highest permissible operating temperature. The alarm must be audible in a location attended by a person adequately trained in boiler operation and control, who must be able to respond to a boiler fault within the

response time described in section (3) of this rule. At least one of the low water control devices which shut down the boiler when activated, must require manual resetting before the boiler may be restarted.

(3) Response time for a steam boiler shall be the time required to lower the water level from the normal operating level to the minimum allowable level when the boiler is firing at maximum rate and the feed water is shut off. Alarm response time for a water boiler shall be the time required to raise the water temperature from the normal operating temperature to the maximum permissible temperature with no water flow through the boiler.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 24-1982, f. & ef. 11-16-82; Renumbered from 814-025-0085; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0190; BCD 4-1995, f. & cert. ef. 3-15-95; BCD 13-1995, f. & cert. ef. 9-15-95

**918-225-0480**

**Fuel Pipe Boilers**

A boiler fired by solid fuels (coal, wood or hog fuel), using a conventional fuel pile method, such as dutch oven setting, fire box or stoker furnace, and having an operating pressure of over 15 psi steam or 160 psi water or 250° F. shall be constantly attended when operating unless it is automatically controlled and:

- (1) In case of feed water failure the heat source will be eliminated or reduced to a safe level before the water reaches the lowest permissible level in the boiler;
- (2) Requires manual resetting of controls in case of heat source interruption;
- (3) Has fuel and water controls approved by the chief inspector; and
- (4) Meets additional requirements of OAR 918-225-0470(2).

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**918-225-0500**

**Boiler Control Exemptions**

The following are partial exemptions from the requirements of OAR 918-225-0470:

- (1) A drum and coil forced circulation type boiler with the drum and receiver outside the heat zone and equipped with a thermal sensing device designed to fail safe and close off the fuel supply in the event of water failure within the boiler, fracture or malfunction of the sensing unit, or excessive temperature within the coil assembly is exempted from the requirement of two low water safety devices.
- (2) Electric steam generating boilers, 21 to 500 square feet of heating surface, 500 kw or less heat input and 150 psi or less safety valve setting, are not required to have a manual reset on the higher of the two low water safety devices.
- (3) Miniature boilers built to ASME Section I, Part PMB are exempt from unmanned boiler operation requirements

under OAR 918-225-0470.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**918-225-0510**

**Installation of Buried Vessels**

Under no circumstances shall any pressure vessel subject to the Boiler and Pressure Vessel Laws and these rules be buried underground or located in an inaccessible place. Where necessary to install a vessel underground, it shall be enclosed in a concrete or masonry pit with removable cover so that inspection of entire shell and heads of the vessel can be made.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 92, f. & ef. 7-19-77; DC 10-1983, f. & ef. 4-28-83; Renumbered from 814-025-0046; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0105

**Part IV -- Inspection Requirements**

**Subpart A -- Powers of Special Inspector**

**918-225-0540**

**Scope of Special Inspector's Authority**

- (1) General inspection requirements are in ORS 480.560.
- (2) The type of inspections a special inspector can do is set out in ORS 480.570.
- (3) The special inspector's enforcement powers are in ORS 480.660.
- (4) Appeals from special inspector actions are under ORS 480.660(4).

Stat. Auth.: ORS 480.560, 480.570 & 480.660

Stats. Implemented: ORS 480.560, 480.570 & 480.660

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**Subpart B -- Responsibility of Inspectors**



## **918-225-0560**

### **Responsibility of Inspectors**

All deputy and special inspectors shall perform boiler and pressure vessel inspections in accordance with the National Board Inspection Code adopted in OAR 918-225-0430(4) and any other requirements of the Division.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 37-1984, f. & ef. 12-4-84; Renumbered from 814-025-0020; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0045

### **Subpart C -- Timing of Inspections**

## **918-225-0570**

### **Timing of Inspections by Special and Deputy Inspectors**

Unless special permission is received from the chief boiler inspector all inspectors shall comply with the following inspection schedule:

(1) Power boilers requiring internal inspections:

(a) Internal inspection due within 180 days prior to inspection due date; and

(b) External inspection due within six months after internal inspection and while boiler is in operation.

(2) Miniature and other types of power boilers not requiring internal inspection: External inspection due within 180 days prior to inspection due date and annually thereafter on or before the same date.

(3) Cast iron boiler: External inspection due every two years within 180 days prior to inspection due date.

(4) Low pressure steam, hot water supply and hot water heating boilers, construction of which permits an internal inspection:

(a) Internal inspection due every two years within 180 days prior to inspection due date; and

(b) External inspection due during intervening year and while boiler is in operation.

(5) Low pressure steam, hot water heating and hot water supply boilers, the construction of which does not permit an internal inspection: External inspection due every two years within 180 days prior to inspection due date and while the boiler is in operation.

(6) Pressure vessels containing anhydrous ammonia intended for use as fertilizer: External inspection due every three years within 180 days prior to inspection due date.

(7) Fixed vessels, containing only air, not located at a place of public assembly, not exceeding 20 cubic feet in volume and operated at gauge pressures of not more than 200 pounds per square inch and otherwise qualifying for a five-year inspection frequency: Internal inspection, subject to section (10) of this rule, and external inspection due within 180

days prior to the inspection due date.

(8) Pressure vessels, not classified in sections (6) and (7) of this rule, and subject to internal corrosion or erosion: Internal inspection, subject to section (10) of this rule, and external inspection due every two years within 180 days prior to the inspection due date.

(9) Unfired pressure vessels, not classified in sections (6) and (7) of this rule, and not subject to internal corrosion: External inspection due every two years within 180 days prior to the inspection due date except for vessels classified under OAR 918-225-0410 which shall be externally inspected every five years within 180 days prior to the inspection due date.

(10) The inspector may waive an internal inspection, under sections (7) and (8) of this rule if the inspector believes from alternate inspection methods an internal inspection is not necessary to verify the safe condition of the vessel. Other tests may be ordered.

(11) Failure to comply with sections (1) through (10) of this rule may cause inspections to be performed by a deputy inspector per ORS 480.570(5) as directed by the chief inspector.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 12-1980, f. & ef. 9-12-80; BCA 1-1987, f. & ef. 7-1-87; Renumbered from 814-025-0075; BCA 22-1992(Temp), f. 12-15-92, cert. ef. 1-1-93; BCA 4-1993, f. & cert. ef. 4-5-93; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0175; BCD 18-1996, f. & cert. ef. 9-17-96

**918-225-0580**

**Pressure Vessels for Beverage Service**

- (1) Pressure vessels for beverage service are exempt from internal inspection under OAR 918-225-0570(9) if:
- (a) The vessels are built in accordance with the minimum safety standards required by the **Boiler and Pressure Vessel Specialty Code**;
  - (b) The design pressure does not exceed 300 pounds per square inch; and
  - (c) The vessels are equipped with an ASME-approved relieving device set at or below the maximum working pressure as specified on the name plate of the vessel.
- (2) All installations of beverage service vessels shall comply with ORS 480.630.

Stat. Auth.: ORS 480.560

Stats. Implemented: ORS 480.560

Hist.: BCD 18-1996, f. & cert. ef. 9-17-96

**Part V -- Fees and Permits**

**Subpart A -- Permits**

**918-225-0600****Permits**

The Boiler and Pressure Vessel Law has different permit requirements:

- (1) A permit is required by ORS 480.630(6) for each nonexempt vessel installation, repair and alteration.
- (2)(a) An operating permit is required under ORS 480.585 before placing a nonexempt vessel into operation;
- (b) A special permit is required for insured vessels under ORS 480.600(2);
- (c) When a vessel that has a special permit is changed over to Division inspections, an operating permit under subsection (a) of this section is required.
- (3) No permit is required for shop inspections of vessels manufactured or to be installed in this state under ORS 480.570(2)(a). A permit is required under section (1) of this rule when the vessel is installed.

Stat. Auth.: ORS 480.570, 480.585, 480.595, 480.600 & 480.630

Stats. Implemented: ORS 480.570, 480.585, 480.595, 480.600 & 480.630

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**981-225-0605****Installation, Alteration and Repair Permit Procedures**

The following permit procedures are established for installation, alteration or repair of boilers and pressure vessels by licensed boiler or pressure vessel contractors, to become effective on July 1, 1995:

- (1) Obtaining permits. Permit application forms for installation, alteration or repair of boilers or pressure vessels may be prepaid. Prenumbered permit applications can be purchased upon payment of the fee provided in ORS 480.630(1):
  - (a) Individually; or
  - (b) In bulk by multiplying the fee by the number of applications purchased.
- (2) Prepaid permits do not authorize work until the boiler and pressure vessel contractor provides the required information, submits it to the division and it is reviewed and approved by the Chief Boiler Inspector. A permit shall not be approved until the contractor reviews and coordinates the work to be performed with the inspector responsible for inspecting the completed work and advises this was done.
- (3) Filing and processing of permits.
  - (a) Prenumbered permit applications can be sent to the building Codes Division Salem office, by mail or by facsimile transmission, or by any other method that delivers the permit application or a facsimile of the application to the division;
  - (b) The applicant may request approval notification, such as by mail, collect delivery by courier or facsimile transmission, and where the authorization should be delivered;
  - (c) Upon processing, the notification of approval or denial shall be shown on the permit application. The expenses of delivery other than by mail or facsimile transmission shall be prepaid or sent collect to the person requesting the

delivery mode. The approval or denial shall be delivered to the applicant following the instructions provided. If no return instructions are received, the notification shall be by mail.

(4) Upon receipt of permit approval:

(a) The signed approval or facsimile transmittal showing an authorized signature shall be posted at the job site before beginning the work; or

(b) The approved permit number shall be posed at the job site and signed by the contractor.

(5) A permit issued under this rule is not transferrable.

(6) The person purchasing the permit application is entitled to a refund upon return of any unused or voided prenumbered and prepaid application form.

(7) If a permit application is not prepaid, permit issuance is subject to money validation procedures which may delay issuance.

(8) This rule does not change the provisions for emergency permits in ORS 480.630(7). It is recommended, but not required, that emergency permits be reviewed and coordinated with the inspector responsible to inspect the completed work.

Stat. Auth.: ORS 480.630

Stats. Implemented: ORS 480.630

Hist.: BCD 10-1995, f. & cert. ef. 8-25-95

## **Subpart B -- Fees for Permits and Inspections**

### **918-225-0610**

#### **Fees for Permits and Inspections**

(1) Purpose and Scope of Rules. This rule sets permit and inspection fees.

(2) Authority for Action:

(a) ORS 480.595 authorizes the Board to establish boiler permit fees. ORS 480.607 additionally authorizes establishment of fees and increases up to ten percent on fees set by ORS 480.595(3) and (4), 480.600(2), 480.630(4) and (6)(b);

(b) Other fees are authorized by ORS 480.630.

(3) Permit Fees Generally Under ORS 480.595 are established:

(a) Under ORS 480.595(3) permit fees, including inspection fees shall be:

(A) Boilers requiring internal inspection:

(i) No more than 50 square feet of heating surface, \$65;

(ii) 51 to 500 square feet of heating surface, \$85;

(iii) 501 to 1,000 square feet of heating surface, \$100;

(iv) More than 1,000 square feet of heating surface, \$110.

(B) Boilers not requiring internal inspection, \$65;

(C) Cast iron boilers, \$65;

(D) Pressure vessels: Maximum fees based on area of vessel, determined by the product of the maximum length and the maximum width or diameter:

(i) Maximum area of 50 square feet, \$55;

(ii) For each additional 100 square feet of area in excess of 50 square feet, \$ 10.

(b) The fee for a reinspection provided in ORS 480.595(4) shall be charged at the rate of \$50 per hour for travel and inspection time to defray the cost of a reinspection when deviations from the minimum safety standards are found during any inspection.

(4) The fee for the special permit set out in ORS 480.600(2) is \$25.

(5) In addition to the fees shown in sections (3) and (4) of this rule, there is a statutory surcharge of four percent on permit fees due to ORS 455.210.

(6) Miscellaneous fees under ORS 480.605:

(a) The fees for shop inspection service provided in ORS 480.605(1), welding inspections in ORS 480.605(2) and witnessing hydrostatic or other test under ORS 480.605(3) are:

(A) Hourly charges for travel and inspection, \$50;

(B) Hourly charge for travel and inspections before 8 a.m., after 5 p.m. on weekdays and for weekends and holidays, \$75.

(b) In addition to the hourly charge the actual cost of meals and lodging are also charged.

Stat. Auth.: ORS 480.595, 480.600, 480.605, 480.607 & 480.630

Stats. Implemented: ORS 580.595, 480.600, 480.605, 480.607 & 480.630

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 19, f. 6-21-73, ef. 7-1-73; DC 8-1980, f. & ef. 7-1-80; DC 1-1981, f. & ef. 1-22-81; Renumbered from 814-025-0025; BCA 8-1990, f. 4-18-90, cert. ef. 5-1-90; BCA 13-1990, f. & cert. ef. 6-6-90; BCA 20-1991(Temp), f. & cert. ef. 6-14-91; BCA 30-1991, f. & cert. ef. 9-9-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0050; BCD 10-1996(Temp), f. & cert. ef. 7-1-96; BCD 28-1996, f. & cert. ef. 12-6-96

## **Subpart C -- Volume Inspections**

### **918-225-0620**

#### **Inspection Fees at Cost -- Notification**

Vessels will not be treated as available for inspection at the same location according to ORS 480.600(1) unless the

owner or user notifies the authorized inspector in writing at least 30 days prior to the beginning of the inspection period. If notification is not received, regular permit fees shall be charged.

Stat. Auth.: ORS 480.600

Stats. Implemented: ORS 480.600

Hist.: DC 17-1982, f. 7-31-72, ef. 8-15-72; Renumbered from 814-025-0050; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0120

**918-225-0630**

**Special Fee for Operating Permits**

The operating permit fee for dryer rolls for a paper machine is \$5 per roll, if the machine is under the inspection requirements of ORS 480.600(1).

Stat. Auth.: ORS 480.600

Stats. Implemented: ORS 480.600

Hist.: DC 10-1981, f. & ef. 7-6-81; Renumbered from 814-025-0051; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0125

**Part VI -- Certification**

**Subpart A -- Certification of Inspections**

**918-225-0650**

**Practical Experience Requirement**

Inspectors shall have at least the following practical experience in activities listed by ORS 480.565(1):

- (1) Chief Inspector, ten years experience;
- (2) Deputy or Special Inspector, experience required by the bylaws of the National Board for a commission as a National Board Inspector.

Stat. Auth.: ORS 480.565

Stats. Implemented: ORS 480.565

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

**918-225-0660**

**Certification of Special Inspectors**

- (1) An application for Special Inspector certification shall be filed by an employer described in ORS 480.565(3) using forms provided by the Division and submitting the appropriate application fee.
- (2) The person to be certified shall meet the experience requirements in OAR 918-225-0650 and shall have passed the National Board of Boiler and Pressure Vessel Inspectors Examination.
- (3) An oral examination covering the Oregon Boiler and Pressure Vessel Law, ORS 480.510 to 480.990 and OAR Chapter 918, Division 225, shall be given by the chief inspector to all special inspector applicants. A person failing may retake this examination after a two-week wait to allow the person to restudy the law and rules.
- (4) Renewal of special inspector certifications shall be done annually, by paying a renewal fee of \$25 prior to January 1 of each year. Upon receipt of the renewal fee the Division shall certify the inspector status to the National Board.
- (5) When a special inspector leaves the employment of the employer covered by ORS 480.565, the employer shall notify the Division and return the Special Inspector Certification.

Stat. Auth.: ORS 480.565

Stats. Implemented: ORS 480.565

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 27(Temp), f. & ef. 12-31-73; DC 33, f. 5-6-74, ef. 5-25-74; Renumbered from 814-025-0065; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0135

## **Subpart B -- Certification Fees**

### **918-225-0670**

#### **Fees for Examination, Certification and Renewal of Certification for Inspectors**

- (1) Fee for each National Board examination including inspector's Certificate of Competency, \$150.
- (2) Fee for Certificate of Competency based upon Reciprocal Commission, \$100.
- (3) Fee for annual renewal of Certificate of Competency by identification card, \$ 25.

Stat. Auth.: ORS 480.605

Stats. Implemented: ORS 480.605

Hist.: DC 27(Temp), f. & ef. 12-31-73; DC 33, f. 5-6-74, ef. 5-25-74; Renumbered from 814-025-0016; BCA 5-1991, f. & cert. ef. 3-15-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0040

## **Subpart C -- Revocation of Certification**

### **918-225-0680**

#### **Revocation of a Special Inspector's Certificate of Competency**

The following are included in the definition of "incompetence or untrustworthiness" under ORS 480.575:

- (1) Knowing or reckless failure to make an inspection due within the time period set by any law or administrative rule. This section does not apply when special permission is granted by the chief inspector to change the inspection time.
- (2) Knowing or reckless failure to make required reports to the Division, making incomplete reports, or failure to report a vessel the special inspector has reason to know is being operated without a current, valid permit, or which deviates from the minimum safety standard.
- (3) Failure to promptly inform the Division of any existing or added vessels on premises subject to the inspector's jurisdiction.

Stat. Auth.: ORS 480.575

Stats. Implemented: ORS 480.575

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

## Subpart D -- Certification of Employees of Businesses

### 918-225-0690

#### Certification of Persons Who Work for Employers that Install, Alter or Repair

- (1) Creation of Classifications. The following classifications of certifications are created under ORS 480.545 and 480.630 for employees of a business that installs, alters or repairs boilers and pressure vessels by welding or other methods of attachment:
  - (a) Class 1 Trainee;
  - (b) Class 2 Pressure Vessel Installer;
  - (c) Class 3 Building Service Mechanic;
  - (d) Class 4 Boilermaker;
  - (e) Class 5 Steamfitter;
  - (f) Class 6 Welder.
- (2) Definitions. For the purpose of this rule only:
  - (a) An "approved welding employer" is an employer qualified with the **National Board Inspection Code "R"** Stamp procedures, the American Society of Mechanical Engineers Certification of Authorization or other quality control procedures for welding authorized by the Board;
  - (b) "Boiler and Non-Boiler External Piping" shall be as defined in the **American Society of Mechanical Engineers B31.1 Power Piping**, adopted by OAR 918-225-0430;
  - (c) "Code Sections" are sections of the Boiler and Pressure Vessel Specialty Code adopted in OAR 918-225-0430;
  - (d) "Direct Supervision" means the person supervised is in the physical presence of a qualified certificated person at the job site and the person doing the supervision is directly assigned to monitor and direct activities of the person supervised;



(e) A "qualified certificated person" means a person who holds a Class 2, 3, 4, or 5 Certification and is authorized to do the work involved without supervision;

(f) "Supervision" means the person or persons supervised is in the physical presence of a qualified certificated person at the job site and the person doing the supervision is directly assigned to monitor and direct activities of one or more persons supervised;

(g) "Verified" or "Verifiable" means the matter asserted by an applicant for certification is corroborated by independent evidence or by the sworn statements of others with actual knowledge.

(3) Class 1 Trainee Certification: A person holding this certification may install, alter or repair boilers (including boiler and non-boiler external piping) or pressure vessels by any non-welded method of attachment as a helper or trainee:

(a) This work can only be done under the direct supervision of a qualified certificate holder;

(b) The direct supervision must be on a ratio of one qualified certification holder to one trainee;

(c) There are no required qualifications;

(d) This is not a fixed or limited duration certification. A person may be permanently certified under this category;

(e) No welding may be done under this certification. A person who wants to do welding, must obtain additional certification under a class that allows welding.

(4) Class 2 Pressure Vessel Installer Certification: A person holding this certification may install or repair unfired pressure vessels by any non-welded method of attachment;

(a) There are no qualifications for this certification;

(b) The examination for this certification tests the applicant's knowledge of the Boiler and Pressure Vessel Laws, ORS 480.510 to 480.665; administrative rules OAR Chapter 918, Division 225; and **American Society of Mechanical Engineers, Boiler and Pressure Vessel Code, Section VIII, Division 1**, General Requirements.

(5) Class 3 Building Service Mechanic Certification: This certification allows a person to install or repair boilers (including boiler and non-boiler external piping) and unfired pressure vessels by a non-welded method of attachment:

(a) A person must have at least 2,000 verifiable hours of experience installing and repairing boilers;

(b) The examination for this certification tests the applicant's knowledge of:

(A) Building Service Systems (Hydronics) for boilers and related appurtenances, **American Society of Mechanical Engineers/ANSI B31.1 Power Piping** and **B31.9 Building Service Piping**;

(B) Structural and mechanical blueprints with the ability to interpret specifications;

(C) The Boiler and Pressure Vessel Laws, ORS 480.510 to 480.665; administrative rules OAR Chapter 918, Division 225; and the general requirements of **Sections I, IV, and VIII of the American Society of Mechanical Engineers Boiler and Pressure Vessel Code**; and

(D) The **State of Oregon Boilermaker Study Guide**.

(6) Class 4 Boilermaker Certification: This certification allows a person to install, alter or repair boilers and pressure vessels by welding or other methods of attachment:

(a) A person must have 2,000 hours of verifiable experience doing welding and 2,000 hours of verifiable experience doing non-welded applications involving boiler or pressure vessels. The verification must cover welding and non-

welded applications separately;

(b) The examination for this classification tests the applicant's knowledge of:

(A) General boilermaker skills and procedures;

(B) Blueprint reading, layout and shop mathematics;

(C) Interpreting plans and specifications covering installation, alteration, repair, fabrication, and erection of boilers and pressure vessels;

(D) The Boiler and Pressure Vessel Laws, ORS 480.510 to 480.665; administrative rules OAR Chapter 918, Division 225; and the general requirements of the **American Society of Mechanical Engineers Boiler and Pressure Vessel Code, Sections I, II, IV, V, VIII, and IX**;

(E) Welding processes, metallurgy and other procedures particularly applicable to boilers and pressure vessels; and

(F) The **State of Oregon Boilermaker Study Guide**.

(7) Class 5 Steamfitter Certification: A person holding this certification may install, alter or repair boiler and non-boiler external piping and may also install boilers and pressure vessels:

(a) Applicant needs a minimum of 4,000 hours of experience involving boiler and nonboiler external piping, at least 2,000 hours of which shall involve pipe welding experience:

(b) The examination tests the applicant's knowledge of:

(A) The **American Society of Mechanical Engineers Boiler and Pressure Vessel Code Section IV, B31.1 Power Piping** and **B31.9 Building Service Piping Code**;

(B) Structural and mechanical blueprints with ability to interpret specifications;

(C) Steam, water heating systems, pressure piping and controls;

(D) Boiler and Pressure Vessel Laws, ORS 480.510 to 480.665, and administrative rules OAR Chapter 918, Division 225;

(E) The **State of Oregon Steamfitter Study Guide**; and

(F) Welding processes, metallurgy and other procedures particularly applicable to steam and hot water piping systems.

(8) Class 6 Welder Certification: A person holding this certification may weld on a boiler (including boiler and non-boiler external piping) or pressure vessel:

(a) The welding may only be done under the supervision of a Class 4 or 5 certificate holder as applicable to the work; and

(b) The person may only do the welding while employed by an approved welding employer;

(c) More than one welder may be supervised by one person under this certification.

(d) The person must be qualified as a welder in accordance with the **American Society of Mechanical Engineers Boiler and Pressure Vessel Code, Section IX, Part QW**. The application for certification must have a written statement of the employer attesting the applicant is currently qualified under that code section and is currently certified to the manufacturer's welding procedures.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.545 & 480.630

Stats. Implemented: ORS 480.630

Hist.: DC 53, f. 7-21-75, ef. 8-11-75; DC 12-1985, f. & ef. 6-5-85; Renumbered from 814-025-0081; BCA 25-1991, f. & cert. ef. 7-31-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0185; BCD 17-1995, f. & cert. ef. 12-15-95

## **Part VII -- Code Welding Requirements**

### **Subpart A -- Owners-Users**

#### **918-225-0720**

##### **Welding Requirements for Owner-Users**

(1) An owner-user may use its own employees to repair or install boilers, pressure vessels or pressure piping, provided it develops, certifies and maintains a welding program meeting the requirements of the Boiler Specialty Code (ASME Section IX, Part QW).

(2) The owner-user's welding program shall be reviewed for conformance with welding program requirements by the authorized inspector performing welding inspections.

(3) The owner-user is responsible for the use of proper materials when doing code repairs.

Stat. Auth.: ORS 480.647

Stats. Implemented: ORS 480.647

Hist.: BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94

### **Subpart B -- Businesses That Do Welding**

#### **918-225-0730**

##### **Welding Requirements for Businesses Doing Welding**

All persons in the business of installing, altering or repairing boilers, including boiler external piping and non-boiler external piping or pressure vessels shall adopt a quality control system before doing welding:

(1) Boilers and pressure vessels. For welding on the boiler proper, boiler external piping and pressure vessels, but not for non-boiler external piping, the business shall adopt a welding quality control system under the "R" Stamp requirements of the **National Board Inspection Code** or **American Society of Mechanical Engineers** Certificate of Authorization.

(2) Non-boiler external piping. For welding on non-boiler external piping, the person shall adopt a welding quality control system under section (1) of this rule or under OAR 918-225-0740.

(3) The business is only required to adopt provisions covering the type of boilers, including boiler external piping and non-boiler external piping, or pressure vessels on which the business offers welding services or does work. The business shall not provide welding that goes beyond the scope of what is covered by the provisions.

(4) "Boiler external piping" and "non-boiler external piping" is defined in ORS 480.515(3) and (8).

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.647

Stats. Implemented: ORS 480.647

Hist.: BCA 6-1990, f. & cert. ef. 3-13-90; BCA 24-1991(Temp), f. 7-3-91, cert. ef. 7-1-91; BCA 30-1991, f. & cert. ef. 9-9-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0195

## 918-225-0740

### Adoption of Welding Quality Control Manual for Non-Boiler External Piping

(1) This rule contains procedures for businesses, adopting and qualifying a system for welding on non-boiler external piping.

(2) The application for approval of the quality control system shall include one copy of a proposed quality control manual establishing a quality control system for the applicant.

(3) The examination fee shall be based on the time spent to review and qualify a proposed welding quality control system. A minimum of two shop inspection hours at the rate in OAR 918-225-0610(6) shall be charged and submitted with the application. A final fee billing will be made following the review and field evaluation. The manual shall not be approved until the final billing is paid in full.

(4) The manual contents shall follow the requirements of the **Board of Boiler Rules Sample Quality Control Manual for Repairs to Non-Boiler External Piping** to the **State of Oregon Jurisdictional Requirements, First Edition dated June 27, 1991**, adopted by this reference.

(5) Once the manual is tentatively approved, the applicant must demonstrate the application of the manual and the proficiency of the persons doing welding by a field welding test. The applicant shall provide the facilities, equipment and materials for the field test and coordinate the testing date and time with the Division.

(6) All approvals expire three years from date of approval. The same procedures for qualifying shall be followed for renewals. Copies of the manual do not need to be resubmitted if the only change is the effective date.

(7) All manual amendments shall be made when code changes conflict with the quality control manual.

(8) If there is a conflict between the applicable Board of Boiler Rules and the approved manual, the Board rules shall apply.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 480.647

Stats. Implemented: ORS 480.647

Hist.: BCA 24-1991(Temp), f. 7-3-91, cert. ef. 7-1-91; BCA 30-1991, f. & cert. ef. 9-9-91; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0196

## Part VIII -- Enforcement

### 918-225-0760

#### Violations and Penalties

The Board acting under ORS 480.665 sets the following civil penalty guidelines for violations of laws and rules and directs that civil penalties be sought following the guidelines:

- (1) \$1,000 for any violation of OAR 918-225-0460(3) (making changes after a boiler accident).
- (2) \$500 for the first violation and \$1,000 for repeat violations within three years of assessment of penalty for the first violation of any of the following:
  - (a) ORS 480.555(1)(a) (construction safety standard violation);
  - (b) ORS 480.555(1)(b) (Sale of nonconforming vessel);
  - (c) ORS 480.555(1)(d) (installation without notice to Chief Inspector);
  - (d) ORS 480.557(3) (sale of water heater without safety device);
  - (e) ORS 480.580(4) (interfering with inspection);
  - (f) ORS 480.585(3) (no operating permit);
  - (g) ORS 480.600(4) (no notice of insurance cancellation);
  - (h) ORS 480.630 (no boiler business license);
  - (i) ORS 480.630(2) (no personal certification);
  - (j) ORS 480.630(6) (no permit to work on vessel);
  - (k) OAR 918-225-0530(1) (failure to file accident report); or
  - (l) OAR 918-225-0540 through 918-225-0580 (boiler operation violation).
- (3) \$250 for the first violation and \$500 for repeat violations within three years of assessment of penalty for the first violation of any of the following:
  - (a) ORS 480.555(1)(c) (using a vessel not meeting code); or
  - (b) Violation of laws and rules not specifically mentioned.
- (4) Nothing in this guideline shall prevent the Board from granting mitigation of these penalties.

Stat. Auth.: ORS 480.665

Stats. Implemented: ORS 480.665

Hist.: DC 21-1983, f. & ef. 9-29-83; Renumbered from 814-025-0012; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0030

**Part IX -- Insured Vessels**

**918-225-0780**

**Filing of Insurance Notices**

Insurance companies shall notify

the Division within 30 days of providing insurance,cancellation or suspension of insurance or non-renewal of insurance regarding boilers or pressure vessels. This notice shall be on a Division-approved form and shall use Oregon State Numbers to designate the boilers or pressure vessels involved.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 92, f. & ef. 7-19-77; Renumbered from 814-025-0066; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0140

**918-225-0790**

**Reporting of Inspections**

Special inspectors shall report each appropriate physical inspection made within 30 days after the date of the inspection. All required inspections are due prior to the expiration of the operating permit and within the times set forth in OAR 918-225-0530, 918-225-0610 and 918-225-0800.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 92, f. & ef. 7-19-77; Renumbered from 814-025-0067; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0145

**918-225-0800**

**Reporting of Immediate Hazards to Health or Safety**

Special inspectors shall report immediate hazards to health or safety concerning insured vessels to the chief inspector immediately by telephone and also advise whether a notice of defective condition was issued and whether operations were stopped.

Stat. Auth.: ORS 480.545

Stats. Implemented: ORS 480.545

Hist.: DC 17, f. 7-31-72, ef. 8-15-72; DC 11-1985, f. & ef. 5-22-85; BCA 4-1988, f. & cert. ef. 2-22-88; Renumbered from 814-025-0070; BCA 36-1993, f. 12-30-93, cert. ef. 1-1-94; Renumbered from 918-225-0155

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 251**

**ADMINISTRATION AND DEFINITIONS**

**General Matters**

**918-251-0000**

**Reasonable Notice to Interested Parties**

Before the adoption, amendment or repeal of any rule relating to the Oregon State Electrical Law or to other responsibilities under ORS 479.510 to 479.990, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 21 days before the effective date;
- (2) By mailing a copy of the notice to persons on the interested parties mailing list established under ORS 183.335(7);
- (3) By mailing a copy of the notice to the following organizations:
  - (a) National Electrical Contractors Association, Portland;
  - (b) Associated Oregon Industries;
  - (c) League of Oregon Cities;
  - (d) Association of Oregon Counties;
  - (e) Associated General Contractors;
  - (f) Workers' Compensation Division;
  - (g) Homebuilders' Association of Metropolitan Portland;
  - (h) Oregon Building Industry Association;



- (i) Professional Engineers of Oregon;
- (j) International Brotherhood of Electrical Workers Local 48 - Portland;
- (k) International Brotherhood of Electrical Workers Local 280 - Salem;
- (l) International Brotherhood of Electrical Workers Local 659 - Medford;
- (m) National Electrical Contractors Association, Eugene;
- (n) Independent Electrical Contractors of Oregon;
- (o) Building Owners and Managers Association;
- (p) ETL Testing Laboratories;
- (q) Underwriters' Laboratories;
- (r) Electro Test Inc.;
- (s) The Capitol Press Room; and
- (t) Associated Press.

Stat. Auth.: ORS 183.341(4)

Stats. Implemented: ORS 183.341(4)

Hist.: DC 56, f. & ef. 11-20-76; DC 4-1984, f. & ef. 1-17-84; Renumbered from 814-022-0000; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0000; BCD 16-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-251-0010**

### **Compliance with ORS 183.330**

(1) This rule is required by ORS 183.330.

(2)(a) General Office. The general office of the Building Codes Division is at 1535 Edgewater NW, Salem, Oregon 97310. The general telephone number is (503) 378-4133; FAX (503) 378-2322. General requests for information or documents should be directed to this office.

(b) Electrical Inspection. The electrical inspection section of the Building Codes Division is managed by the Field Services Manager who reports to the Building Codes Division Administrator. The inspection staff is located in field locations throughout the state.

(A) Inspection requests should be directed to the closest field office; or

(B) General office;

(3) Electrical Code Interpretation and Enforcement. Electrical code development, formal interpretations and enforcement are handled in the general office.

(a) Requests to place items on the Electrical and Elevator Board agenda and requests for adoption or amendment of electrical rules should be directed to the Chief Electrical Inspector at the general office.

(b) Requests for electrical code interpretation shall be directed to the Chief Electrical Inspector.

(4) Miscellaneous Fees. Requests and payment of fees for placement on the Electrical and Elevator Board meeting notice list or the electrical rule making notice list should be directed to the Building Codes Division general office.

Stat. Auth.: ORS 183.330

Stats. Implemented: ORS 183.330

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## Hearings and Adjudicatory Procedures

### 918-251-0020

#### Attorney General Model Rules of Procedure

The Attorney General's Model Rules of Procedure, as adopted or amended by the division in OAR 918-001-0010, apply in all contested cases.

[ED. NOTE: The full text of the Attorney General's Model Rules of Procedure is available from the office of the Attorney General or Building Codes Division.]

Stat. Auth.: ORS 183.341

Stats. Implemented: ORS 183.341

Hist.: DC 20-1986, f. & ef. 12-4-86; Renumbered from 814-022-0422; BCA 32-1993, f. 12-14-93, cert. ef. 1-1-94; BCD 12-1994, f. & cert. ef. 4-29-94; BCD 5-1996, f. & cert. ef. 3-29-96; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-270-0050

### 918-251-0030

#### Requests for Code Interpretation

(1) Scope. This rule deals with **Electrical Specialty Code** interpretations.

(2) Informal Interpretations. Requests for informal interpretation of an **Electrical Specialty Code** provision shall be directed to the electrical inspector of the appropriate inspecting jurisdiction. Requests to the division should be directed to the Chief Electrical Inspector. Requests can be communicated by any method. An informal opinion represents the thinking of the person providing the response and is not binding on the inspecting jurisdiction. A person receiving an informal interpretation relies on the interpretation at the person's own risk.

(3) Formal Interpretation. Electrical code interpretations that bind the division must be requested under ORS 455.060.

(4) Where an issue is formally presented to the board for technical and scientific findings and then to the Chief Electrical Inspector or administrator for decision, a person requesting a formal interpretation is generally responsible for presenting adequate evidence of scientific and technical items related to the question so that the Chief Electrical Inspector can act.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730(5)

Stats. Implemented: ORS 479.730(5)

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-251-0040**

### **Electrical Specialty Code Appeals, ORS 479.853**

When an electrical appeal is directed to the Chief Electrical Inspector under ORS 479.853:

- (1) The person appealing shall prepare a statement showing:
  - (a) Parties involved, addresses, telephone and FAX numbers, if available;
  - (b) Code section involved;
  - (c) A diagram or drawing of the installation, with distances shown to scale;
  - (d) An explanation of why the ruling should be reversed; and
  - (e) Whether the inspecting jurisdiction issued a "stop work" order.
- (2) The person being appealed shall file a copy of the written interpretation or decision, if there is a written ruling, indicate what was relied on for the ruling, advise if a stop work order was issued and detail the immediate fire and safety hazards involved.
- (3) If the decision is appealed to the board, the entire file shall be available for review.
- (4) If the inspecting jurisdiction issued a "stop work order" in connection with the transaction:
  - (a) It is provisionally found that the product or installation presents an immediate fire or life safety hazard and the product or installation shall not be operated pending appeal;
  - (b) The appellant seeking permission to operate the product or installation shall file a specific request with the Chief Electrical Inspector and shall also notify the jurisdiction issuing the "stop work order."

Stat. Auth.: ORS 479.730(5)

Stats. Implemented: ORS 479.853

Hist.: DC 11-1978, f. 4-3-78, ef. 7-1-78; DC 10-1982, f. & ef. 3-1-82; Renumbered from 814-22-400; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-270-010

### **Adoption of Rules and Codes**

## **918-251-0050**

### **Amendments**

The administrator shall obtain board approval before commencing rulemaking on any proposed new rules, rule changes

or repeals.

Stat. Auth.: ORS 479.730(5)

Stats. Implemented: ORS 455.030 & 479.730

Hist.: DC 11-1978, f. 4-3-78, ef. 7-1-78; DC 10-1982, f. & ef. 3-1-82; Renumbered from 814-22-410; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-270-020

## **918-251-0060**

### **Electrical Specialty Code Change Procedures**

(1) ORS 455.030 governs procedures for proposing **Electrical Specialty Code** changes.

(2) Time lines and other procedures for code changes are in OAR 918-008-0030.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.530

Stats. Implemented: ORS 455.030

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-251-0070**

### **Electrical and Elevator Board Agendas**

(1) The Electrical and Elevator Board meeting agenda is prepared approximately three weeks before the scheduled meeting.

(2) The agenda has a section allowing public comment. No prior arrangements are necessary to make public comment, although time for comment may be restricted by the board chairman. Items requiring board action shall be placed on the next agenda.

(3) Any person requesting to be placed on the agenda shall make the request at least 30 days before the scheduled meeting. The request shall include:

(a) The subject to be covered and result requested, if any;

(b) Amount of time requested; and

(c) Relevant documents and materials to be considered including a written statement explaining the matter to be covered.

(4) The board may restrict presentation time on any agenda item. Persons appearing are encouraged to submit written statements.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## Cross Reference to Statutory Definitions

### 918-251-0080

#### Reference to Statutory Definitions

Statutory definitions for the Electrical Safety Law are in ORS 479.530.

Stat. Auth.: ORS 479.530

Stats. Implemented: ORS 479.530

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## Board-Created Definitions

### 918-251-0090

#### Definitions

For purposes of OAR Chapter 918, Divisions 251 through 311, unless otherwise specified, the following shall apply:

- (1) "Appliance" as applied to the limited maintenance specialty contractor license established by ORS 479.630, means any built-in or permanently-connected electrical utilization equipment of a size and type normally used in conjunction with a dwelling unit.
- (2) "Approved" when referring to electrical product standards, testing laboratory or field evaluation firm means approved in Oregon or for Oregon by the Electrical and Elevator Board.
- (3) "Board" means Electrical and Elevator Board.
- (4) "Building" means a structure that stands alone or that is isolated from adjoining structures by area separation walls as identified in **Section 504.6 of the 1996 Oregon Structural Specialty Code**, with all openings therein protected by approved fire doors as required.
- (5) "Certification Mark" is identification on the product indicating an electrical product was manufactured according to approved standards or tested for specific end uses or both.
- (6) "Certified Electrical Product" is an electrical product certified under ORS 479.760 to which a label, symbol or other identifying mark of an approved testing laboratory or the division is attached indicating the manufacturer produced the product in compliance with appropriate standards or performance in a specified manner.
- (7) "Classification Service" is a system whereby the laboratory determines a manufacturer has demonstrated the ability to produce a product that complies with the laboratory's requirements for classification or evaluation.
- (8) "Conditions of Acceptability" are conditions imposed on a part or subassembly which is not listed to establish its suitability for application in an electrical product.

- (9) "Continuously Employ" means a person devoting their entire time of employment to tasks of supervising, designing, laying out, planning, controlling and making electrical installations for the electrical contractor for which the supervisor is registered as signing supervisor.
- (10) "Document" means prepare records itemizing what was checked, why it was checked, when it was done, how it was checked, what was determined and who did the work.
- (11) "Electrical Specialty Code" means the National Electrical Code with Oregon amendments.
- (12) "Electrical Specialty Code Inspector," formerly referred to as "A-Level Electrical Inspector," is a person certified to inspect under the Electrical Specialty Code.
- (13) "Engineer" is an individual who has completed a minimum four-year degree program in electrical engineering or electrical technology with power specialty, from an accredited college or university and has received a Bachelor of Science degree.
- (14) "Field Evaluation" means the evaluation provided by an approved field evaluation firm or special deputy on electrical products authorized to be field evaluated under OAR 918-306-0310 following evaluation procedures authorized under OAR 918-306-0320.
- (15) "Immediate Family" of an owner is the owner's father, mother, brother, sister, son, daughter, son-in-law, daughter-in-law, grandson, granddaughter, grandfather, grandmother, step-mother, step-father, step-son, step-daughter, brother-in-law or sister-in-law.
- (16) "Indorsement" is a designation within the restricted energy electrical area showing qualifications and training regarding a product area. It determines the scope of restricted energy electrical activity authorized under a restricted energy electrical license.
- (17) "Industrial Electronic Equipment" means a device, appliance, motor, or machine regulated, operated, or controlled through fiber optics or by a combination of electron tubes, capacitors, resistors, impedance transformer, and relays; the control circuit, and/or the power circuits having electrons flowing through a vacuum, metallic vapor, gas tubes, or transistors as used in an industrial plant.
- (18) "Industrial Plant", for purposes of licensing and electrical master permit inspection program means an establishment engaged in industrial production, or service, or a school, hospital, sewer plant, water plant, commercial office building, building occupied by the state or a local government entity, or an institution.
- (19) "Installation" includes external and field wiring, service contracts or warranties by the seller or manufacturer concerning the longevity of the equipment or parts after the original installation. It does not include "start-up" activities where new equipment is placed in service, and that type of work related to delivering and setting in place a piece of machinery.
- (20) "Jurisdictional Inspector" is a state or municipal inspector having inspection responsibility within their jurisdiction over electrical products or their installation, or both.
- (21) "Labeled" means a label, symbol or other identifying mark of an approved laboratory, field evaluation firm or the division is attached to an electrical product manufactured according to approved standards and tested or evaluated for specific end uses or both.
- (22) "Listed Product" means a product was examined and accepted by an Oregon approved testing laboratory as meeting a particular standard under a laboratory listing and follow-up service agreement. The label attached to the product is the manufacturer's declaration that the product complies with the approved standard, and laboratory's requirements in accordance with the terms of the agreement between the laboratory and manufacturer.

(23) "Maintain" means to preserve electrical equipment in a good sound condition.

(24) "Maintenance". Compare with repair, replacement, and maintain for definition.

(25) "NEMA" means the National Electrical Manufacturers Association.

(26) "Plug-in Replacement" is a part, component or assembly designed to be inserted directly into a mating receptacle or socket such as printed circuit boards, control relays, control harnesses or other equipment connected by a cord or cable and plug assembly. A plug-in replacement does not have any field wiring that is connected to the plug-in part or assembly.

(27) "Production Type Testing" means the nondestructive type testing specified by the product standard that a manufacturer must complete on all of its electrical products prior to release from the factory for sale.

(28) "Registered Professional Electrical Engineer" is an individual licensed by the State of Oregon Board of Engineering Examiners as a professional electrical engineer under OAR Chapter 820, Division 10.

(29) "Recognized Component" means a part or subassembly that was tested and evaluated by a testing laboratory only for the purposes of meeting the requirements for assembly into another product which is then certified as a complete assembly.

(30) "Repair" means to restore worn or damaged parts to a good, sound condition by means other than replacement.

(31) "Replacement" means substitution of complete units of damaged or worn equipment with similar new or used equipment of a size and rating that does not exceed the design capacity of the existing product.

(32) "Signing Supervising Electrician" or "Signing Supervisor" is a licensed supervising electrician who has been authorized by the electrical contractor to sign permits.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.

Stat. Auth.: ORS 479.630(11)

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; Renumbered from 814-022-0105; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0005

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 261**

**EXEMPTIONS**

**Exemptions Created by the Board**

**918-261-0000**

**Partial Exemption for Medical Diagnostic Imaging and Therapy Equipment**

(1) An exemption from electrical licensing of ORS 479.620 is created under ORS 479.540 for certain persons installing or working on designated medical equipment under this rule.

(a) Only the following medical equipment can be involved: General x-ray systems, vascular systems, computer tomography scanners (CT), magnetic resonance imaging systems (MRI), nuclear medicine systems, positron emission tomography scanners (PET), radiation therapy systems, image-guided therapy systems, dental radiographic, panographic systems, film processors and newly developed imaging or therapy equipment approved by order of the board;

(b) Only the following electrical installations are allowed: Assembly, interconnection, equipment modification and retrofit, calibrations, testing, maintenance and trouble shooting;

(c) Only electrical licensing is exempted. A permit pursuant to ORS 479.550 and inspection are required, and the installation shall comply with the **Electrical Specialty Code**; and

(d) The persons performing the work must meet the requirements of section (3) of this rule.

(2) An exemption from the permit requirements of ORS 479.550 and licensing requirements of ORS 479.620 is created under ORS 479.540, for repair, maintenance, parts replacement, calibration, testing and trouble shooting involving assemblies and components of the equipment described in subsection (1)(a) of this rule on the load side of the power source.

(a) Only the following are exempted: Super conducting magnet, gantry, patient tables, computer cabinets, system cabinets, operator consoles, display consoles, x-ray generators, x-ray tubes, collimators, hanger assemblies, filming devices, transducers, detector assemblies, modulator, wave guides, accelerating tube, radiation head, water cooling systems, portable systems, and all sublevel assemblies and components;

(b) The person doing the work must meet the qualifications of section (3) of this rule;

(c) All electrical work shall comply with the **Electrical Specialty Code**; and

(d) Different exempt components shall not be combined to exempt a complete system under section (2) of this rule.

(3) Only qualified personnel are authorized to make the electrical installations in sections (1) and (2) of this rule. The installation is exempt if the person making the installation is:

(a) An employee or agent of a manufacturer, with training in installation, warranty work and maintenance involving the specific product of the manufacturer;

(b) A contractor or employee of a contractor, if the contractor is a business entity other than a sole proprietor, who has training by the manufacturer or a nationally recognized training facility to perform the specific work on the specific type product of the manufacturer; or

(c) An employee or agent of a health care facility which owns or leases the medical equipment with training by the manufacturer or a nationally recognized training facility to perform the specific work on the specific type product of the manufacturer.

(4) Procedure for proving exemptions.

(a) The exemption is self-executing. A person claiming the exemption has the burden of proof to show, upon request by an electrical inspector or compliance person, that the person meets the relevant requirements of section (3) of this rule; and

(b) A certificate from the manufacturer or equivalent training facility showing the name of the person, scope of training, including the work in question, and identifying the particular equipment or types of equipment, date of issuance, period for certification and any limitations on the certification, shall meet the requirements of this section.

(5) Revocation of Exemption. In addition to civil penalties for violations, the board may revoke partially or completely the right to use this exemption up to one year for a first violation of subsection (2)(d) of this rule, and up to five years for a second violation or subsequent violations.

(6) Prohibited Installations. The following installations are not exempt under sections (1) or (2) of this rule and shall only be made by qualified licensed electrical personnel:

(a) All work on electrical distribution systems within the constructed facility housing the equipment. This includes installation of electrical supply to the primary supply connection of the medical equipment; and

(b) Installation of electrical raceways and conduits interconnecting major components of the medical systems.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCD 13-1994, f. 4-29-94, cert. ef. 5-2-94; BCD 19-1995, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-125

**918-261-0010**

**Exemption for 12-volt Electrical Products Used in Recreational Vehicles**

Recreational vehicle 12-volt DC electrical products, not required to be listed by **Article 551** of the **1996 Oregon Electrical Specialty Code**, are exempt from the electrical product certification requirement contained in ORS 479.610 and 479.760. This exemption is created under authority granted in ORS 479.540.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCD 30-1994, f. & cert. ef. 12-23-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0190

## **918-261-0020**

### **Exemption for HVAC/R Electrical Components**

(1) Definitions. For the purposes of this rule, a "component" is an electrical part installed inside, or as part of, an appliance where the part is approved by and meets the design specifications of the manufacturer of the appliance. An appliance is not a "component."

(2) An exemption from permits and listing requirements is created under ORS 479.540 for the following components repaired, maintained or replaced by a licensed general electrical contractor with a supervising electrician, properly licensed personnel in an industrial or manufacturing plant or a limited maintenance specialty contractor HVAC/R:

- (a) Electrical motor;
- (b) Compressor;
- (c) Capacitor;
- (d) Relay;
- (e) Wiring;
- (f) Ignition transformer;
- (g) Low voltage transformer;
- (h) Fan or motor control;
- (i) Sequencer;
- (j) Pressure switch;
- (k) Limit switch;
- (l) Air switch;
- (m) Air cleaner;
- (n) Humidifier;
- (o) Reversing valve;
- (p) Timer;

- (q) Defrost heater;
- (r) Stack switch;
- (s) Gas valves; and
- (t) Other control devices within the appliance in residential, commercial or industrial service.

(3) An exemption from permits and listing requirements is created under ORS 479.540 for the following components repaired, maintained or replaced by a limited maintenance specialty contractor:

- (a) Electrical motor;
- (b) Compressor;
- (c) Capacitor;
- (d) Relay;
- (e) Wiring;
- (f) Ignition transformer;
- (g) Low voltage transformer;
- (h) Fan or motor control;
- (i) Sequencer;
- (j) Pressure switch;
- (k) Limit switch;
- (l) Air switch;
- (m) Air cleaner;
- (n) Humidifier;
- (o) Reversing valve;
- (p) Timer;
- (q) Defrost heater;
- (r) Stack switch
- (s) Gas valves; and
- (t) Other control devices within the appliance only of the size and type typically located in a one- or two-family residence.

Stat. Auth.: ORS 479.540(l), 479.550 & 479.730(5)

Stats. Implemented: ORS 479.540

Hist.: BCA 8-1992(Temp), f. 4-29-92, cert. ef. 7-1-92; BCA 17-1992, f. & cert. ef. 9-1-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered

from 918-330-0130

918-261-0030

Exemption and Interpretation Regarding Overhead and Underground Electrical Power Lines and Equipment

- (1) Licensing exemption for municipality owned or operated powerlines for transmission or distribution of electricity to the point of service. An exemption is created from the requirements of the **Electrical Specialty Code**, for permits, compliance inspections, licenses or product certification for overhead and underground electrical power lines for transmission or distribution of electricity to the point of service and related equipment owned or operated by a municipality.
- (2) Interpretation regarding privately owned power lines. Overhead or underground electrical power lines and equipment owned or operated by a private party that is not a utility or municipality, and utilities who contract to manage private systems are regulated by the **Electrical Specialty Code**. This means the division and municipalities shall require permit and inspection, **Electrical Specialty Code** compliance, product certification and electrical contractor licensing. The licensing exemption for qualified personnel working for the electrical contractor principally engaged in the business of installing and maintaining these systems is in ORS 479.540.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

Interpretations Concerning Exemptions

918-261-0040

Interpretation of "Owner" in ORS 479.540(1)

For the purposes of ORS 479.540(1):

- (1) The owner of property to which this exemption applies must be a natural person and not a business entity such as a corporation or partnership.
- (2) The members of the owner's immediate family are identified in OAR Chapter 918, Division 251of the electrical rules. Persons whose only relationship is as an officer, stockholder, partner or employee of a business entity to which the owner is affiliated are not included.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.540

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 271**

**INSPECTIONS**

**Inspection Procedures**

**918-271-0000**

**Role of an Electrical Inspector**

An electrical inspector shall inspect electrical installations and provide public information on the meaning or application of an electrical code provision, but shall not lay out work or act as a consultant for electrical contractors, property owners or users.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-271-0010**

**Calls for Inspection**

(1) All persons who take out an electrical permit, homeowners as well as electrical contractors, shall request an inspection within 24 hours of:

(a) The completion of any electrical installation intended to be covered or concealed or which is intended to be placed into service before the final electrical inspection; and

(b) The completion of all electrical installations for the job site covered by a particular permit.

(2) Transactions under a master inspection permit are covered by separate requirements.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-271-0020**

### **Requests for Inspection and Notice of Results**

(1) Except as provided in section (2) of this rule, an inspecting jurisdiction, shall inspect within 48 hours of a written request for inspection unless the time for inspection is extended to a set date by mutual agreement. The 48 hours excludes Saturdays, Sundays and holidays.

(2) The inspecting jurisdiction shall inspect an installation at a remote location within a reasonable time of the request.

(a) For the purpose of this section a "remote location" is:

(A) An inspection location that is more than 60 miles one way using the most direct route, measured from the closest of the inspector's station, inspection office or the inspecting jurisdiction's primary offices; or

(B) An inspection location that requires more than one hour of normal driving, one way, using the most direct route from the closest point mentioned in paragraph (A) of this subsection.

(b) For the purposes of this section "within a reasonable time" means a response time that takes into account the time, distance and number of inspection requests, but shall not exceed seven consecutive calendar days including the date the request was received unless the time for inspection is extended to a set date by mutual agreement. If the seventh calendar day falls on a weekend or holiday this is extended to include the next business day.

(3) Reasonable procedures designed to provide actual notice of inspection results shall be used by all inspecting jurisdictions to notify the person requesting inspections, of the results of electrical inspection. "Reasonable procedures designed to provide actual notice" shall include posting at the job site and:

(a) Nothing more, when the installation is by an owner;

(b) Nothing more, when the installation is approved;

(c) Notification of any deficiencies on a specific permit by:

(A) FAX transmittal to the electrical contractor;

(B) Personal delivery to the electrical contractor or signing supervisor;

(C) Mailing; or

(D) Telephone followed by written notification;

(d) By written confirmation of inspection approval if a permit holder requests confirmation.

(4) If the inspection mentioned in sections (1) and (2) of this rule involved a cover inspection, the work cannot be covered unless:

(a) Inspection clearance is given; or

(b) The request for inspection is in writing communicated to the inspecting jurisdiction, with notice that a cover inspection is involved, no extensions are agreed to, and the maximum time for making the required inspection under



sections (1) and (2) of this rule are exceeded. For the purposes of this subsection:

(A) Written request includes a letter, telegram or FAX transmittal; and

(B) The burden of proof is on the person requesting the electrical inspection to prove that a written request was communicated.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-271-0030**

### **Correction of Defects**

(1) Defects in electrical installations noted by the electrical inspector shall be corrected and an inspection request made within 20 calendar days of the date of actual notice of deficiency. For the purpose of this rule, actual notice is given when the inspecting jurisdiction does everything required in OAR 918-271-0020.

(2) If corrections cannot reasonably be made within the specified time in section (1) of this rule, or an interpretation or written appeal has been requested, the permit holder shall contact the inspecting jurisdiction and request an extension of time to a specified date or until deficiency is resolved.

(3) Requests for inspection and requests for extension may be communicated in any way. However, if challenged, the burden of proof is on the requester to document the request was in fact communicated. Responses may also be communicated in any way, but if challenged, the burden of proof is on the inspecting jurisdiction.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **Inspection Protocols**

## **918-271-0040**

### **Mandatory Inspections**

(1) Electrical inspectors shall inspect appropriateness of the size, placement, protection and termination of the following electrical installations, note discrepancies and require correction of code violations:

(a) Service entrance conductors;

(b) Service equipment;

(c) Grounding electrode and grounding electrode conductor;

(d) Bonding;

- (e) Overcurrent protection;
  - (f) Branch circuits;
  - (g) Feeders;
  - (h) Ground-fault circuit interrupter devices (GFCI) and ground-fault protection systems (GFP); and
  - (i) Underground installations.
- (2) A final inspection must be requested and provided to verify all mandatory items in subsections (1)(a) to (h) of this rule are in compliance.
- (3) A final inspection shall be:
- (a) Requested within 180 days of the completion of work; and
  - (b) Performed by the inspecting jurisdiction as soon as practicable, but not later than five working days following the date on which it is requested.

Stat. Auth: ORS 479.855

Stats. Implemented: ORS 455.160 & 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-302-020; BCD 16-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-271-0050**

### **Inspection of Secondary Considerations**

- (1) Electrical installations not specified by OAR 918-271-0040 are secondary items.
- (2) At least 30 percent of all secondary items at a job site shall be inspected using a sampling process that reviews all separate categories of secondary items. If code violations are found within the samples inspected, an additional ten percent of the secondary items shall be inspected.
- (3) If additional violations are found, the inspector shall:
- (a) Require the permit holder to check all other similar categories of installations on the job site;
  - (b) Advise of the correction of all defects; and
  - (c) If warranted, inspect all other similar categories of installations on the job site.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-302-030

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 281**

**CERTIFICATION OF ELECTRICAL INSPECTORS**

**918-281-0000**

**Scope**

The rules in OAR 918-281-0000 to 918-281-0060 establish requirements for certification of electrical inspectors.

Stat. Auth.: ORS 455.720 & 479.810

Stats. Implemented: ORS 455.720 & 479.810

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0010

**918-281-0010**

**Continuing Education**

Electrical inspectors shall obtain the following continuing education credits:

- (1) Those with electrical licenses shall maintain their license. During electrical code change years, the code change credits shall be obtained prior to or no later than six months after the effective date of the applicable code.
- (2) Those electrical inspectors who do not have an electrical license shall obtain at least eight hours of continuing education credits each year.
  - (a) During electrical code change years, electrical code change credits shall be obtained prior to or no later than six months after the effective date of the applicable code change.
  - (b) During non-code change years the continuing education credits shall be as provided in the continuing education rules.

Stat. Auth.: ORS 479.650

Stats. Implemented: ORS 455.720 & 479.810

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-281-0020

### Electrical Specialty Code Inspector Certification

(1) An **Electrical Specialty Code** inspector:

(a) Inspects electrical installations; and

(b) May do electrical plan reviews as provided in OAR 918-311-0040.

(2) To qualify for the certification, the individual shall have the following training or experience or both:

(a) Four years experience as a licensed general journeyman electrician and a current valid Oregon general supervising electrician license;

(b) A four-year Bachelor of Science degree in electrical engineering, plus three years approved experience in design, inspection or supervision of installations covered by the **National Electrical Code or Electrical Specialty Code**; or

(c) Equivalent experience or qualifications approved by the board.

(3) All applicants shall pass a board-approved examination with a minimum grade of 75 percent covering:

(a) The **Electrical Specialty Code** and electrical provisions of the **One and Two Family Dwelling Specialty Code**; and

(b) Electrical theory, design, installation and materials.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-281-0030

### Limited Electrical Certification

(1) Limited One- and Two-Family Dwelling Electrical Inspector. A limited one- and two-family dwelling electrical inspector:

(a) Can work only in an inspecting jurisdiction having an **Electrical Specialty Code** inspection program and employing an **Electrical Specialty Code** inspector;

(b) Is restricted to dealing with dwellings with electrical services of 400 amperes (320 amperes continuous) or less; and

(c) Shall have:

- (A) A valid Oregon limited residential electrician license with two years of experience or general journeyman license;
  - (B) Approved, equivalent experience and training required to be a limited residential or general journeyman electrician; or
  - (C) Certification and one year of inspection experience under the **Plumbing, Mechanical or Structural Specialty Code** and completion of an approved one- and two-family dwelling electrical inspection training program; and
  - (d) May not perform electrical plan reviews.
- (2) Applicants must pass a written examination with a minimum grade of 75 percent covering:
- (a) Articles from the current adopted edition of the electrical portions of the **One and Two Family Dwelling Specialty Code** and **Electrical Specialty Code** as referred to by the **Dwelling Code**, and electrical section administrative rules; and
  - (b) Technical knowledge of the electrical field.
- (3) Applicants must also pass an oral exam on field techniques in inspection, determining one- and two-family electrical code violations, and working with the trade.
- (4) An inspector-in-training must additionally meet the requirements of OAR 918-281-0040.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0100

## 918-281-0040

### Inspector-in-Training

A limited one- and two-family dwelling electrical inspector in training shall:

- (1) Be trained under an approved training program under ORS 455.720.
- (2) The training program shall:
  - (a) Be conducted by a municipality having an **Electrical Specialty Code** inspection program;
  - (b) Be comprised of at least 200 classroom training hours and 800 on-the-job training hours at a jurisdiction having an **Electrical Specialty Code** inspection program;
  - (c) Have a syllabus that describes the course content, including both class and field training, and class and field training schedules;
  - (d) Restrict an **Electrical Specialty Code** inspector from supervising more than three trainees at one time, except as provided in section (3) of this rule;

(e) Require instructors to keep class attendance and field training records, showing the dates of training sessions, hours of class attendance and hours of field experience and be signed by the instructor for each session;

(f) Allow no more than three absences from class sessions;

(g) Make the records in subsections (e) and (f) of this section a part of the applicant's record for certification; and

(h) Have a certified **Electrical Specialty Code** inspector assisting in all class presentations.

(2) While enrolled in a training program under these rules, a student shall perform electrical inspections as a training exercise only when accompanied by a certified **Electrical Specialty Code** inspector. Electrical inspectors conducting field training classes shall supervise no more than four students at a time.

(3) The applicant shall be accompanied by an **Electrical Specialty Code** inspector and make a minimum of:

(a) Ten 200-ampere service inspections; and

(b) Fifteen 200- to 400-ampere services.

(4) Upon completion of the program, the applicant must be field evaluated as provided in OAR 918-281-0050 and pass the examination as provided in OAR 918-281-0020.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0120

## 918-281-0050

### Evaluation

(1) The field evaluation described in OAR 918-281-0040(4) shall be conducted by a special evaluating team of one state or local government electrical inspector, an electrical contractor or designee and one other person, all appointed by the administrator. After administering the oral examination and field evaluation, the team shall recommend the applicant either be certified or re-enter the training program. In special cases, the evaluation team may recommend retraining in certain parts of the training program.

(2) Upon passing the field evaluation test, the applicant shall be eligible to sit for the written examination.

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0130

## 918-281-0060

## Program Review

(1) The division shall monitor the one- and two-family dwelling inspection training program and submit a written report to the board. The report shall include:

- (a) The number of persons entering and completing the program;
- (b) The number certified;
- (c) The number of inspections and violations found;
- (d) Recommendations on program changes; and
- (e) Findings on the classes, inspector-in-training program and overall findings at the end of the program.

(2) The board, in reviewing these reports, may recommend changes in the program or its termination.

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 19-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0150

## 918-281-0070

### Certification Extension

Manufactured Home Installation Inspectors. A certified manufactured home installation inspector who is certified in one or more specialty codes may have the inspector's certification indorsement authorizing inspection of electrical connections between the approved manufactured dwelling and approved service point without payment of additional certification fees if the applicant:

- (1) Submits an application for certification indorsement as a manufactured home electrical installation inspector; and
- (2) Passes an approved examination covering knowledge of the **Electrical Specialty Code** and practice applicable to manufactured home installations.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 455.720 & 479.730

Stats. Implemented: ORS 455.720 & 479.730

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0160

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 282**

**LICENSING**

**Electrical Contractors**

**918-282-0000**

**Electrical Contractors in General**

(1) An electrical contractor license is a specialized license allowing a company to engage in the business of making electrical installations. This license is in addition to the licensing and bonding required by the Construction Contractors Board.

(2)(a) Generally, the contractor is required to have a full-time general supervising electrician to supervise the electrical work and sign permits; and

(b) Generally, the electrical installations are required to be made by individuals holding an appropriate electrical license.

(3) Exceptions to Sections (1) and (2). Certain statutory exemptions are in ORS 479.540. Different electrical contractor categories and requirements are in ORS 479.630 and this division of rules.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-282-0010**

**Electrical Contractor License**

An electrical contractor:

(1) Shall continuously employ at least one full-time general supervising electrician except as otherwise exempted;

(2) Is not authorized to make, direct, supervise or control the making of an electrical installation, unless properly licensed; and

(3) Shall display its electrical license at each of the contractor's places of business. If the contractor has multiple places of business, a facsimile of the license may be posted. The object of this requirement is to display the scope of electrical authority held by the contractor

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730 and 479.820

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0850; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0060

## **918-282-0020**

### **Limited Sign Contractor License**

A limited sign contractor:

(1) Shall employ at least one full-time limited journeyman sign electrician;

(2) Is limited to the electrical work authorized by a limited journeyman sign electrician license; and

(3) Is not authorized to make, direct, supervise or control the making of a sign installation unless the contractor is a sole proprietor who is also licensed as a limited journeyman, a general supervising or a general journeyman electrician.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-282-0030**

### **Limited Energy Contractor License**

A limited energy contractor:

(1) Shall employ at least one full-time limited journeyman limited energy electrician;

(2) Is limited to the electrical work authorized by a limited journeyman limited energy electrician; and

(3) Is not authorized to make, direct, supervise or control the making of an electrical installation, unless properly licensed.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-282-0040**

### **Limited Maintenance Specialty Contractor-HVAC/R License**

(1) A limited maintenance specialty contractor-HVAC/R (Heating, Ventilating, Air-conditioning and Refrigeration):

(a) May maintain, service, repair or replace commercial and industrial electrical products which use fuel or other forms of energy to produce heat, power, refrigeration or air conditioning;

(b) May maintain, service, repair or replace the equipment on the load side of the disconnect switch located at or on the electrical product; and

(c) Shall not make any electrical modification or install an electrical product where the size or type is not approved by the manufacturer for the product involved; or

(d) Shall not install, maintain or repair 100 volt-ampere or less thermostat or associated control wiring beyond the electrical product in other than a one- or two-family dwelling unless the contractor employs a:

(A) General journeyman;

(B) Supervising electrician;

(C) Restricted energy technician with the proper indorsement; or

(D) Limited journeyman limited energy electrician.

(2) License and Equivalent Requirements. This contractor:

(a) Shall provide proof of at least two years (4,000 hours) experience in installation, including set-up and testing, plus approved specialized training from a manufacturer, distributor, school, or apprenticeship program, or lawful on-the-job training in one or more of the following activities: Electrical repair, service, maintenance, installation or replacement of existing, built-in or permanently connected commercial or industrial heating, ventilation, air conditioning, dehumidifying, filtering or refrigeration equipment;

(b) Shall agree to create an electrical training record within 60 days of hiring for each employee who will do the electrical work and:

(A) Maintain the record for as long as the employee remains with the contractor;

(B) Represent that only employees with electrical training will be used for electrical transactions under this license;

(C) Agree that the training records will be provided or made available to the division upon request; and

(D) Submit a list of all trained persons employed, or to be employed, to do electrical work authorized by this rule at time of the application and renewal. The list shall include all restricted energy technicians employed by the contractor and be updated within 30 days of changes.

(3) Employment of 100 volt-ampere journeymen or technicians. A limited maintenance specialty contractor-HVAC/R may employ, or be a:

(a) Limited journeyman limited energy electrician; or

(b) Restricted energy technician with an indorsement allowing 100 volt-ampere or under thermostat, or associated control wiring involving any type of equipment on which the limited maintenance specialty contractor-HVAC/R is authorized to work.

Stat. Auth.: ORS 479.540(1), 479.550 & 479.730(5)

Stats. Implemented: ORS 479.730

Hist.: BCA 8-1992(Temp), f. 4-29-92, cert. ef. 7-1-92; BCA 17-1992, f. & cert. ef. 9-1-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0040

## **918-282-0050**

### **Limited Maintenance Specialty Contractor License**

(1) A limited maintenance specialty contractor:

(a) Can connect replacement appliances to existing junction boxes; and

(b) Shall not work on services or branch circuits.

(2) A firm which holds a valid limited maintenance specialty contractor license shall provide and maintain a list of employees in accordance with ORS 479.630 and shall designate to the division an individual within the firm who shall be responsible for compliance with applicable codes and rules for obtaining permits and calling for inspections.

(3) The applicant must provide verification of one year of experience in appliance repair or replacement work as defined in statute.

(4) This contractor can convert to a limited maintenance specialty contractor-HVAC/R by meeting the requirements of OAR 918-282-0040 and paying an additional fee.

(5) Limited maintenance specialty contractor employees need not be licensed.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0860; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0070

## **918-282-0060**

### **Restricted Energy Contractor License**

(1) A restricted energy contractor:

(a) Is limited to HVAC activities only, unless the board approves additional indorsements, at which time the contractor must file separate proof of qualification;

(b) Shall designate the applicable indorsement sought; and

(c) Shall attach a copy of the identification card to be used for the licensing period.

(2) Proof of experience must be provided:

(a) For the contractor, if the contractor is an individual; a partner if the contractor is a partnership; or a designated person employed by the corporation who actively supervises the restricted energy electrical activities in the case of a corporate contractor;

(b) That the qualifying person has on-the-job training, training from a manufacturer, distributor or school, or completed an apprenticeship program under the relevant **Electrical Specialty Code or One and Two Family Dwelling Specialty Code**;

(c) That the person had at least two years of experience in the trade; and

(d) In addition to the statutory requirements for identity of the contractor, upon employment issue an identification card and annually thereafter showing:

(A) Date of issue;

(B) Contractor's identification number with the Construction Contractors Board; and

(C) A termination date coinciding with the contractor's license termination.

(3) When the contractor's experience is based on a corporate supervisor or partner and that person leaves the entity, the contractor shall immediately amend the license and qualify another person or surrender the license for cancellation.

(4) The contractor must amend the list of employees annually.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.945

Stats. Implemented: ORS 479.945

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-00440

## **918-282-0070**

### **Limited Pump Installation Specialty Contractor License**

(1) A limited pump installation specialty contractor:

(a) Makes the limited types of electrical installations specified in ORS 479.630;

(b) May direct, supervise or control these limited types of electrical installations;

(c) May make repairs or perform work on them without further license;

(d) Shall provide an updated list of employees annually;

(e) Shall designate to the division an individual within the firm responsible for compliance with applicable codes and rules; and

(f) Shall obtain permits and call for inspections.

(2) Installations under this license shall be limited to branch circuit wiring provided from the load side of a disconnect means external to panel boards.

(3) Employees of a limited pump installation specialty contractor need not be licensed.

(4) License and Equivalent Requirements. This license requires proof of one year of experience in residential pump

installation, repair and maintenance or equivalent experience as approved by the board. If applicant is a business entity other than a sole proprietorship, the qualification shall be provided by a person designated by the entity. There is no examination for this license.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-22-870; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0080

## **Electrical Licensing Requirements**

### **918-282-0100**

#### **Electrical Licensing in General**

(1) An electrical license is issued to an individual and allows the holder to make certain regulated electrical installations. Individual electrical licensing laws are in ORS 479.630. The following rules implement the individual electrical licensing laws.

(2) When the rules refer to a "valid" electrical license, this means a license issued by the Electrical and Elevator Board that has not expired, or been suspended or canceled.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

### **918-282-0110**

#### **General Licensing Criteria**

(1) Application. Application for license shall be made on a division form and must be approved by the division before an applicant may sit for the examination.

(2) Education Requirement. All applicants required to take an examination shall have a high school diploma, GED or international equivalent education.

(3) Military and Trade School Training and Experience. Experience and training gained through the military or attendance at an accepted trade school shall be evaluated by the division on a case-by-case basis. The experience and training shall comply with the equivalent standards for the license sought.

(4) Verification of Experience and Training. One year experience equals 2,000 hours. Unlawful work experience shall not be accepted. Applicants for license categories requiring verification of electrical work or completion of an approved apprenticeship or training program shall submit verification as follows:

(a) Applicants who complete an approved apprenticeship program shall submit a referral letter from the approved training committee specifying the applicant is qualified to take the examination.

(b) Applicants for a reciprocal license shall submit a copy of a current, valid license or a statement from the issuing

jurisdiction attesting the applicant currently possesses a valid license.

(c) Applicants from other, nonreciprocal jurisdictions shall submit verification of equivalent experience for the work categories and minimum hours required for the license. Verification of equivalent experience shall be on a division form or an original letter from current or previous employers on company, union or similar letterhead. The signature of the individual verifying the experience must be notarized, embossed with a union seal or have similar authentication.

(d) Applicants relying solely on military training and experience shall submit official documentation from the supervising officials showing type and approximate hours of work experience. Other official military documentation that reliably verifies military training and experience may be accepted when supervisory officials are not available or cannot be located.

(e) Applicants relying solely on trade school training and experience shall submit copies of their transcripts, identifying courses successfully completed with passing grades of 70 percent ("C") and notarized documentation from the supervising instructor or school of the type and approximate hours of work experience.

(f) The board may approve alternate verification of training and work experience on a case-by-case basis.

(5) Examination. The board-approved license examination shall test an applicant's knowledge of the related training listed for the license. The applicant must receive a minimum passing grade of 70 percent. Applicants who fail the examination may retake it upon payment of the examination fee. There is no limitation to the number of times applicants may retake the examination. The examination schedule for the test sites shall be determined by the division and may change without prior notice.

(6) License Revocation, Cancellation or Suspension.

(a) Interpretation of ORS 479.660.

(A) A "pattern of conduct" exists under ORS 479.660 if an electrical licensee is assessed civil penalties under the Electrical Safety Law or rules on at least three separate occasions within a three-year period.

(B) A person willfully violates a provision of the Electrical Safety Law or rules if the person knew or should have known of the violation.

(C) A person negligently violates the Electrical Safety Law or rules if the person carelessly or recklessly disregards the requirements.

(b) When an electrical license is suspended for any reason, it is necessary for the licensee to continue to comply with continuing education requirements where applicable and to apply for and pay for renewal of the license to prevent cancellation of the license by operation of law.

(7) Electrical licenses are not required to:

(a) Replace light bulbs, fluorescent tubes or approved fuses, or to connect approved portable electrical equipment to permanently installed and properly wired receptacles;

(b) Do experimental electrical work or testing of electrical products in electrical shops, educational institutions, industrial plants or recognized testing laboratories;

(c) Operate, maintain, repair and replace broadcast equipment of commercial radio and television stations; or

(d) Install limited energy systems not exceeding 100 volt-ampere ("VA") in Class 2 and 3 systems limited to:

(A) Single station smoke or ionization detectors installed in buildings three stories or less in height;

(B) Closed circuit television systems installed in buildings three stories or less in height;



(C) Master Antenna Television ("MATV") systems installed in buildings three stories or less in height; or

(D) Intercom and audio systems installed in one- and two-family dwellings.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-22-800; BCD 9-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0010

## **918-282-0120**

### **Licensing Requirements for Electrical Work**

(1) Electrical contractors or owners, operators or agents of industrial plants, commercial office buildings and buildings owned or operated by the state or a local government entity shall not allow any individual to perform electrical work for which the individual is not properly registered or licensed.

(2) Owners, managers or agents of facilities having electrical employees shall report in writing to the division and the authority having jurisdiction, the names and license numbers of limited supervising manufacturing plant or limited maintenance electricians employed.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; Renumbered from 814-022-0120; BCA 2-1992(Temp), f. 2-28-92, cert. ef. 3-18-92; BCA 11-1992, f. & cert. ef. 6-26-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0180

## **918-282-0130**

### **Fees**

(1) The division shall charge licensing and examination fees as specified in ORS 479.840.

(2) An applicant failing to appear for an examination within 90 days from the date of application approval, forfeits the examination fee, even if the applicant notifies the division in advance of the failure to appear.

(3) The applicant must pay the required license fee no later than 90 days after the division notifies the applicant of a passing score on an examination. If the license fee is not received within 90 days, the application shall be denied and the applicant must reapply and retake the examination.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-22-830; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0040

## **918-282-0140**

## **General Supervising Electrician License**

- (1) A general supervising electrician when working for or as an electrical contractor requiring a signing supervisor may:
- (a) Direct, supervise, make or control the making of any electrical installation;
  - (b) Design, plan and lay out work for the customers of the contractor with whom the supervising electrician is continuously employed; and
  - (c) Is the only individual authorized to direct, supervise or control the installation or alteration of an electrical service.
- (2) The general signing supervising electrician shall:
- (a) Sign all permits;
  - (b) Ensure all electrical installations meet minimum safety standards;
  - (c) Be continuously employed as a general supervising electrician on the electrical contractor's regular payroll and be available during working hours to carry out the duties of a supervising electrician under this section;
  - (d) Ensure proper electrical safety procedures are used;
  - (e) Ensure all electrical labels and permits required to perform electrical work are used and signed;
  - (f) Ensure electricians have proper licenses for the work performed;
  - (g) Comply with corrective notices issued by the inspecting authority;
  - (h) Notify the division in writing within five days if the signing supervising electrician terminates the relationship with the electrical contractor; and
  - (i) Shall not act as a supervising electrician for more than one employer.
- (3) If the general supervising electrician leaves the employment of the general electrical contractor or employer, electrical work which requires a general supervising electrician shall not be conducted until a replacement general supervising electrician is employed and written notice designating the supervising electrician is given to the division.
- (4) License and Equivalent Requirements:
- (a) The licensing requirements for a general supervising electrician are set out in ORS 479.630.
  - (b) To comply with the experience requirements, a nonjourneyman applicant relying on equivalent experience shall provide proof that applicant had:
    - (A) Qualifying experience to become a journeyman electrician, that is at least 8,000 hours of work experience with sufficient minimum hours in each area set out in OAR 918-282-0170; and
    - (B) Additional qualifying experience as a journeyman, that is at least 8,000 hours of work experience that is equivalent to journeyman work.
  - (c) A licensed journeyman only needs to document 8,000 hours of experience as a journeyman.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-22-880; BCA 28-1989, f. & ef. 12-7-89; BCD 8-1996(Temp), f. & cert. ef. 6-14-96;

BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0090

## **918-282-0150**

### **Employment Requirements for Supervising Electricians Employed by Industrial or Manufacturing Plant**

(1) Owners, managers or agents of an industrial or manufacturing plant, hospital, sewer plant, water plant, commercial office building, building occupied by the state or a local government entity or an institution employing individuals who install electrical wiring or equipment shall employ on regular payroll a registered professional electrical engineer, a general supervising electrician or a limited supervising electrician:

(a) To supervise, direct or control this work; and

(b) Who may also install, maintain, repair, or replace electrical wiring and electrical products as licensed.

(2) The general supervising electrician, limited supervising electrician or registered professional electrical engineer may be relieved from responsibility for future work under any permit signed by the supervising electrician or registered professional electrical engineer, if electrician or engineer has left or been discharged from the employ of a licensed electrical contractor or industrial plant, provided that notice in writing of termination is filed with the division within five days by the general supervising electrician, limited supervising electrician or registered professional electrical engineer.

(3) The license or authority of the employer to continue with the electrical work shall, without further order or action by the division, be suspended until another general supervising electrician, limited supervising electrician or registered professional electrical engineer is employed and written notice given to the division by the general supervising electrician, limited supervising electrician or registered professional electrical engineer.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; Renumbered from 814-022-0115; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0170

## **918-282-0160**

### **Limited Supervising Electrician License**

(1) A limited supervising electrician may:

(a) Direct, supervise, make or control the making of electrical installations limited to installation, maintenance, replacement and repair of electrical wiring and electrical products on or in an existing, operable manufacturing or industrial plant, hospital, sewer plant, water plant, commercial office building, building owned or operated by the state or a local government facility designated by the board or an institution owned or operated by the licensee's employer; and

(b) Design, plan and lay out work for the employer; and

(c) Shall sign all permits;

(d) Shall ensure electrical installations meet minimum safety standards; and

(e) Is not authorized to install or perform work on service equipment.

(2) License and Equivalent Requirements. The four-year experience requirement can be met by four years of experience as a limited journeyman manufacturing plant electrician.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0890; BCA 28-1989, f. & ef. 12-7-89; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0100

## **918-282-0170**

### **General Journeyman License**

(1) A general journeyman:

(a) Is authorized to make any electrical installation; and

(b) Must work under the supervision, direction and control of a general supervising electrician unless doing the type of work that may be supervised, directed or controlled by a person holding a specific limited supervising electrician license, or the type of work requiring no supervision.

(2) A general journeyman working in a manufacturing or industrial plant without a supervising electrician or engineer is limited to maintenance work.

(3) License and Equivalent Requirements.

(a) Applicants for acceptance under equivalent requirements must show proof of the following work categories and minimum hours of on-the-job training or experience:

(A) Stock room and material handling, 100 hours:

(i) Shop;

(ii) Service.

(B) Residential Wiring, 1,000 hours:

(i) Service and panel;

(ii) Conduit, flex, romex boxes, electric heating systems;

(iii) Wire pulling and taps;

(iv) Wiring devices and fixtures;

(v) Remodel and finish work.

(C) Commercial Installations, 1,000 hours:

(i) Services, switchboards and panels;

(ii) Conduit, flex, metal moldings, floor duct and boxes;

- (iii) Wire pulling and taps;
- (iv) Wire devices;
- (v) Lighting fixtures - high voltages, explosion proof, perimeter lighting.

(D) Industrial Installations, 1,000 hours:

- (i) Services, switchboards and panels;
- (ii) Conduit, tray and boxes;
- (iii) Wire pulling and taps;
- (iv) Motor and equipment installations;
- (v) Lighting fixtures - High voltage, explosion proof, security lighting.

(E) Intercommunication, Signal and Control Systems, 500 hours;

(F) Underground Construction, 100 hours:

- (i) Tunnel rack work;
- (ii) Ditch digging and material handling;
- (iii) Conduit preparation.

(G) Trouble Shooting and Maintenance, 250 hours;

(H) Finishing and Fixture Hanging, 50 hours;

(I) Total Minimum Subject Hours, 4,000.

(b) Total Hours Required. Total electrical work experience shall be at least 8,000 hours. No more than 300 percent credit shall be allowed for subjects (A) through (H) for any one subject;

(c) Related Training Classes. Applicants shall submit transcripts with passing grades of "C" or better in the following related electrical training classes:

- (A) Electrical mathematics;
- (B) Safety and accident prevention;
- (C) Care and use of hand and power tools;
- (D) Blueprint reading and electrical symbols;
- (E) Introduction to National Electrical Code;
- (F) Electrical fundamentals and basic theory, including AC and DC;
- (G) Electrical measuring devices;
- (H) Wiring methods;
- (I) Low voltage and limited energy circuits;

(J) Residential, industrial and commercial calculations;

(K) Motors, generators and transformers;

(L) Practical circuit sketching;

(M) Lighting circuits;

(N) Fundamentals of electronics;

(O) High voltage distribution and equipment.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0900; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0110

## **918-282-0180**

### **Limited Residential Electrician License**

(1) A limited residential electrician:

(a) Makes electrical installations on one- or two-family or multi-family dwelling units, not exceeding three floors above grade; and

(b) Must work under the supervision, direction and control of a general supervising electrician.

(2) License and Equivalent Requirements.

(a) Applicants for acceptance under equivalent requirements must show proof of the following work categories and minimum hours of on-the-job training or experience:

(A) Stock room and Material handling, 100 hours:

(i) Shop;

(ii) Service.

(B) New Residential Wiring, 2,000 hours:

(i) Service and panel;

(ii) Conduit, flex, romex boxes, electric heating systems;

(iii) Wire pulling and taps.

(C) Intercommunication, Signal and Control System, 50 hours;

(D) Underground Installation, 100 hours:

- (i) Ditch digging;
- (ii) Material handling;
- (iii) Conduit preparation.

(E) Trouble shooting, 200 hours;

(F) Remodeling, 500 hours;

(G) Finishing and Fixture Hanging, 200 hours.

(c) Total Hours Required. Total electrical work experience shall be at least 4,000 hours. No more than 300 percent credit shall be allowed for subjects (A) through (G) for any one subject;

(d) Related Training Classes. Applicants shall submit transcripts with passing grades of "C" or better in the following related electrical training classes:

(A) Electrical mathematics;

(B) Safety and accident prevention;

(C) Care and use of hand and power tools;

(D) Blueprint reading and electrical symbols;

(E) Introduction to **National Electrical Code**;

(F) Electrical fundamentals and basic theory, including AC and DC;

(G) Electric measuring devices;

(H) Wiring methods;

(I) Low voltage and limited energy circuits;

(J) Residential calculations;

(K) Basics of motors, generators and transformers;

(L) Practical circuit sketching;

(M) Lighting circuits;

(N) Fundamentals of electronics;

(O) High voltage distribution and equipment.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0910; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0120

## **918-282-0190**

### **Limited Journeyman Manufacturing Plant Electrician License**

(1) A limited journeyman manufacturing plant electrician:

- (a) Installs, maintains, replaces and repairs electrical wiring and electrical products on or in an existing and operable manufacturing or industrial plant owned or used by the licensee's employer; and
- (b) Is limited to repair and maintenance work if no supervising electrician or engineer is employed.

(2) License and Equivalent Requirements.

(a) Applicants for acceptance under equivalent requirements must show proof of the following work categories and minimum hours of on-the-job training or experience:

(A) Installation of electrical circuits, 1,000 hours;

(B) Motors and generators, 500 hours:

(i) Dismantling and checking physical conditions;

(ii) Assembly and testing;

(iii) Repair and maintenance;

(iv) Internal and external connections to change direction of rotation and speed and for change of supply of voltage;

(v) Motor setting, drives, pulley, gears, coupling devices;

(vi) Related mechanical equipment: Traction units, cranes, winches and hoists.

(C) Manual and automatic controls, including magnetic and solid state, 1,000 hours;

(D) Trouble Shooting, 500 hours:

(i) Circuit analysis;

(ii) Use of test equipment;

(iii) Emergency repairs for temporary maintenance of service.

(E) Power distribution, 1,000 hours:

(i) Inside and outside, high and low voltage distribution systems, maintenance and replacement;

(ii) Transformer connecting, testing and repairing;

(iii) Switch gear and load centers, maintenance and repair;

(iv) Wiring, maintenance, repair and adjustment of control panels, instruments and relays.

(b) Total Hours Required. Total experience shall be at least 8,000 hours. No more than 300 percent credit shall be allowed for subjects (A) through (E) for any one subject.



(c) An applicant may substitute up to 1,000 hours of experience of any two or more of the following, provided the hours in any one subject are at least the minimum specified. Substituted experience shall be only for work experience beyond the 4,000-hour minimum category hours:

(A) Welders, welding, 100 hours:

- (i) Soldering, brazing, welding (acetylene);
- (ii) Welding (electric);
- (iii) Maintenance and repair of welding equipment.

(B) Electric furnaces, 200 hours:

- (i) Forming electrodes;
- (ii) Mounting and connecting electrodes;
- (iii) Operation of equipment;
- (iv) Controls.

(C) Rectifiers, 100 hours:

- (i) Installing, replacing and testing rectifier units;
- (ii) Repairing related equipment.

(D) Meters, 100 hours:

- (i) Testing meters;
- (ii) Rebuilding meters;
- (iii) Minor repairs;
- (iv) Installation;
- (v) Calibration.

(E) Batteries, 100 hours:

- (i) Handling, testing, storing, maintenance;
- (ii) Minor repairs, terminals, case electrolyte;
- (iii) Rebuilding.

(F) Signal systems, 100 hours:

- (i) Installations;
- (ii) Testing;
- (iii) Service (minor);
- (iv) Overhaul.

(G) Lighting, 300 hours:

(i) Maintenance of indoor and outdoor lighting, general and special;

(ii) Set-up, operation, maintenance, dismantling, and storing of temporary and emergency lighting and portable power plants.

(d) Related Training Classes. Applicants shall submit transcripts with passing grades of "C" or better in the following related electrical training classes:

(A) Electrical mathematics;

(B) Safety and accident prevention;

(C) Care and use of hand and power tools;

(D) Blueprint reading and electrical symbols;

(E) Introduction to **National Electrical Code**;

(F) Electrical fundamentals and basic theory, including AC and DC;

(G) Electric measuring devices;

(H) Wiring methods;

(I) Low voltage and limited energy circuits;

(J) Industrial and commercial calculations;

(K) Motors, generators and transformers;

(L) Practical circuit sketching;

(M) Lighting circuits;

(N) Fundamentals of electronics;

(O) Welding and cutting;

(P) High voltage distribution and equipment.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0920; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0130

## **918-282-0200**

### **Indorsement for Manufacturing Plant Electricians**

(1) Scope and Authority. The purpose of this rule is to allow manufacturing plant electricians to be employed by a general electrical contractor only when necessary to allow the plant owner or operator to change their method of maintaining their plant and equipment. This rule is adopted under ORS 479.630.

(2) For the purposes of this rule a:

(a) "General electrical contractor" is an electrical contractor employing a general supervising electrician;

(b) "Manufacturing plant" is the owner or operator of a manufacturing or industrial plant;

(c) "Manufacturing plant electrician" is a limited supervising electrician, limited journeyman manufacturing plant electrician or limited maintenance electrician whose license is authorized by ORS 479.630 and an apprentice, training for an applicable manufacturing plant electrician license.

(3)(a) A licensed manufacturing plant electrician, having specialized training to repair and maintain electrical systems and equipment owned or operated by the manufacturing plant, may be issued an indorsement to the electrician's license. This indorsement authorizes employment by an identified general electrical contractor and performance of electrical work consistent with the manufacturing plant electrician's license only at the premises of the identified manufacturing plant if the requirements of subsection (c) of this section are met;

(b) An apprentice manufacturing plant electrician at a manufacturing plant may be issued an indorsement authorizing employment by a general electrical contractor for continuance of the apprenticeship training at the premises of the identified manufacturing plant if the requirements of subsection (c) of this section are met;

(c) The indorsement in subsections (a) and (b) of this section may be granted if:

(A) The manufacturing plant:

(i) Chooses to contract all plant maintenance to one or more contractors;

(ii) Provides electrical maintenance through a general electrical contractor; and

(iii) Agrees to inform the division if it decides to again provide its own electrical maintenance and offer reemployment to the manufacturing plant electricians.

(B) The electrical contractor:

(i) Hires all of the manufacturing plant electricians who receive indorsements under this rule who want to continue working at the same facility;

(ii) Uses those electricians for substantially the same work being done by them for the same manufacturing plant facilities, provided this is within the scope of the license;

(iii) Keeps on file with the division, with annual updates, the names and status of all manufacturing plant electricians employed by the contractor and assigned to the account of the plant;

(iv) Continues electrical apprenticeship undertakings of the manufacturing plant for all electrical apprentices indorsed under this rule; and

(v) Retains or assigns, as needed, a separate supervising electrician, general or limited as required, to the account of the specific manufacturing plant for each plant or cluster of plants within a 20-mile area.

(4) This rule does not authorize a general electrical contractor to hire a manufacturing plant electrician who is not issued an indorsement under this rule.

(5) No indorsement shall be issued under this rule until after consultation with the board concerning the facts and

circumstances of the proposed transaction by the manufacturing plant and receipt of an affirmative recommendation.

(6)(a) The indorsement terminates automatically, if:

(A) The underlying license is revoked, expires or is not timely renewed;

(B) The employment between the electrician and the contractor is terminated; or

(C) The agreement between the manufacturing plant and contractor is terminated.

(b) The indorsement does not terminate if the manufacturing plant hires electrical contractors in addition to the contractor covered under the indorsement.

(7) If a new electrical contractor is hired by the manufacturing plant to replace the electrical contractor covered by the indorsement, the manufacturing plant electricians are required to seek a new indorsement.

(8)(a) Notwithstanding any requirements to the contrary, any manufacturing plant apprentice who receives an indorsement and is transferred to a general electrical contractor under this rule is entitled to become a manufacturing plant electrician upon successful completion of apprenticeship training and passing relevant examinations;

(b) When the apprentice working under an indorsement becomes a manufacturing plant electrician, the prior indorsement continues; and

(c) The indorsement is continued for any other manufacturing plant electrician whose license is upgraded within the manufacturing plant electrician category.

Stat. Auth.: ORS 479.630

Stats. Implemented: ORS 479.730

Hist.: BCD 1-1995, f. & cert. ef. 2-9-95; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0185

## **918-282-0210**

### **Limited Journeyman Railroad Electrician License**

All limited journeyman railroad electrician licenses are converted to general journeyman licenses.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0930; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0140

## **918-282-0220**

### **Limited Journeyman Sign Electrician License**

(1) A limited journeyman sign electrician:

(a) Installs and services electrical signs and outline lighting;

(b) Shall be employed by a limited sign contractor;

(c) May extend a sign branch circuit not more than 15 feet if the dedicated branch circuit exists at that location; and

(d) Is not permitted to:

(A) Install a branch circuit from an electrical panel;

(B) Install control equipment not located on the same wall or post, inside or outside the building;

(C) Install branch circuits; or

(D) Perform work on service equipment.

(2) A licensed apprentice, after completing the sixth period of apprenticeship training, may service signs without supervision. "Servicing" is the replacement of incandescent, high intensity discharge and fluorescent lamps and cleaning and painting the sign interior.

(3) This license is not required to install the footing or pole, or to operate the equipment required to access or set in place an electric sign, or to clean and paint the sign exterior.

(4) License and Equivalent Requirements. Applicants for acceptance under equivalent requirements must show proof of the following work categories and minimum hours of on-the-job training or experience:

(a) Stock room and material handling, 200 hours;

(b) Pattern and blueprints, 300 hours;

(c) Layout design, 1,000 hours;

(d) Assembly of display, 2,000 hours;

(e) Display painting and component parts, 500 hours;

(f) Display installation, service and maintenance, 2,500 hours; and

(g) Transportation and hoisting equipment maintenance and repair, 1,500 hours.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0940; BCD 119-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0150

## **918-282-0230**

### **Limited Journeyman Stage Electrician License**

(1) A limited journeyman stage electrician:

(a) Must be employed by an electrical contractor;

(b) Shall only install temporary feeders, branch circuits and equipment used for the production of shows, exhibits, displays, festivals, conventions, stage, theater, film or video productions; and

(c) Is not authorized to install permanent wiring of the structures involved, or install, maintain or repair service

conductors or service equipment.

(2) License and Equivalent Requirements. Applicants for acceptance under equivalent requirements must show proof of the following work categories and minimum hours of on-the-job training or experience:

- (a) Set electrician, 3,000 hours;
- (b) Rigging electrician, 3,000 hours;
- (c) Generator operator, 1,000 hours; and
- (d) Lamp operator, 1,000 hours.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0950; BCA 11-1992, f. & cert. ef. 6-26-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0160

## **918-282-0240**

### **Limited Maintenance Electrician License**

(1) A limited maintenance electrician:

- (a) Repairs and maintains existing electrical installations on the premises of industrial plants, commercial office buildings and buildings owned or operated by the state or a local government entity, facility designated by the board or an institution, where the individual is employed; and
- (b) Is not authorized to make any new electrical installations or to perform any work on services.

(2) License and Equivalent Requirements. Applicants who did not complete an approved apprenticeship program must verify 4,000 hours of on-the-job training or experience for the following work categories and minimum hours:

- (a) Motors, generators and heating equipment, 500 hours;
  - (A) Assembly and testing;
  - (B) Repair and maintenance;
  - (C) Internal and external connections to change direction of rotation, speed and supply voltage;
  - (D) Motor setting, drives, pulleys, gears and coupling devices;
  - (E) In-place motor cleaning (maximum 100 hours credit);
- (b) Controls, manual and automatic, including magnetic and solid state, 1,000 hours;
- (c) Trouble shooting, 1,000 hours;
- (d) Power distribution, inside and outside, high and low voltage distribution systems, maintenance and replacement, 500 hours;
- (e) Lighting, 500 hours;

(f) Electrical oriented drawings, 100 hours;

(g) Total Hours Required. The minimum work hours under each subject shall not be less than the hours specified. No more than 300 percent credit shall be allowed under subjects (a) through (f) for any one subject;

(h) The applicant's on-the-job training or work experience must be supervised by a:

(A) General supervising electrician;

(B) Limited supervising manufacturing plant electrician;

(C) General journeyman electrician;

(D) Limited journeyman manufacturing plant electrician; or

(E) Limited maintenance electrician;

(i) Required Educational Training. Applicants shall submit transcripts verifying successful completion, with passing grades, in the following subject areas:

(A) Electricity and electronics;

(B) Fundamental mechanical principles;

(C) Mathematics of the trade;

(D) Instrumentation and controls;

(E) Federal, state and local electrical laws, codes and rules;

(F) Blueprint reading, electrical drawing, pictorial, block, one-line and schematic drawings;

(G) Industrial electrical safety; and

(H) Certified cardiopulmonary resuscitation (CPR) course.

(3) On the effective date of this rule, all limited maintenance industrial electrician licenses are automatically converted to a limited maintenance electrician license.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.630

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0970; BCD 8-1996(Temp), f. & cert. ef. 6-14-96; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0180

## **918-282-0250**

### **Limited Maintenance Manufactured Structures Electrician**

A limited maintenance manufactured structures electrician:

(a) Is authorized to repair or maintain electrical wiring and equipment used in manufactured structures (manufactured dwellings and recreational vehicles) as defined in ORS 446.003; and

(b) Is not authorized to make new electrical installations or alterations of electrical wiring or equipment.

(2) "Repair" as used in this rule includes replacement.

(3) License and Equivalent Requirements. Applicant shall provide verified experience of:

(a) Two years of experience consisting of at least 4,000 hours in repair and maintenance of electrical problems of the type and nature found in manufactured structures while in the employment of a manufactured structures manufacturer, or performing similar work regardless of employment status, under federal preemption by the **Manufactured Home Construction and Safety Standards Act of 1974, 42 USC Section 5401** and following sections, and the **Manufactured Home and Construction and Safety Standards in 24 CFR Section 3280.801** dated October 25, 1995, and following sections, and **3282.401 to 3282.416** dated January 15, 1992;

(b) Two years employment as a limited maintenance manufactured structures trainee with a licensee or employer of a licensee;

(c) A combination of subsections (a) and (b) of this section equaling two years; or

(d) Equivalent experience equaling two years.

(4) A person may be employed as a limited maintenance manufactured structures electrical trainee provided all of the following conditions are met:

(a) The person only performs electrical work in the physical presence of the licensee;

(b) The number of trainees does not exceed the number of full-time licensees;

(c) The employer and trainee enter into a training program where the employer commits to provide education, training and experience for the person to qualify; and

(d) The person submits a copy of the training program and name of trainee to the division.

(5) The examination shall cover applicant's knowledge of basic electrical principles of repair and maintenance of electrical wiring and equipment used in a manufactured structure.

(6) This license is not required to perform electrical work on manufactured structures federally preempted by the **Manufactured Home Construction and Safety Standards Act of 1974, 42 USC Section 5401** and following sections and the **Manufactured Home and Construction and Safety Standards in 24 CFR Section 3280.801** dated October 25, 1995, and following sections, and **3282.401 to 3282.416** dated January 15, 1992.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 446.210 & 479,730

Stats. Implemented: ORS 446.210

Hist.: ; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-282-0260

### Limited Building Maintenance Electrician License

(1) A limited building maintenance electrician:



(a) Is authorized to maintain, repair and replace the following electrical installations required on the premises of commercial office buildings, buildings occupied by the state or a local government entity or facilities designated by the board in electrical systems not exceeding 300 volts to ground:

(A) Electrical appliances;

(B) Light switches;

(C) Light fixtures;

(D) Fans;

(E) Receptacles; and

(F) Fluorescent ballasts.

(b) May be employed by the owner of a commercial office building or the owner's agent, neither of whom need to be licensed.

(2) Qualification Based on Employment and Experience Gained Prior to July 1, 1995. Prior to August 1, 1998, an applicant can qualify by submitting independent documentation of at least one year of commercial office building maintenance experience, provided the experience was gained prior to July 1, 1995, and by passing a written examination. No applications shall be received under this section after August 1, 1998.

(3) License and Equivalent Requirements. The equivalent standards adopted by the board under ORS 479.630 include:

(a) Work Categories and Minimum Hours. Applicants who did not complete an approved training program must verify 2,000 hours of on-the-job training or experience in maintenance, repair and replacement for the following work categories and minimum hours:

(A) Electrical appliances, 100 hours;

(B) Light switches, 250 hours;

(C) Light fixtures, 200 hours;

(D) Fans, 100 hours;

(E) Receptacles, 250 hours; and

(F) Fluorescent ballasts, 300 hours.

(b) Total Hours Required. The minimum work hours under each subject shall not be less than the hours specified. No more than 300 percent credit shall be allowed for subjects (A) through (F) for any one subject.

(4) Required Educational Qualification by Training.

(a) Applicants shall attend 16 hours of approved electrical safety training before commencing any on-the-job activities or additional electrical training.

(b) Required Electrical Training. Applicants shall submit transcripts verifying successful completion, with passing grades, in the following subject areas:

(A) Basic electricity;

(B) Sources of electricity;

- (C) Building electrical service;
- (D) Measuring electrical energy consumption and electrical circuits;
- (E) Protective devices (fuses and circuit breakers) and electrical symbols;
- (F) Electrical conductors, insulation and raceways;
- (G) Electrical boxes, receptacles, switches and solenoids;
- (H) Motors and starters, maintenance and safety;
- (I) Electrical testing meters;
- (J) Basics of lighting;
- (K) Light sources, fixtures and maintenance;
- (L) Maintenance and safety;
- (M) Scope of work allowed; and
- (N) Applicable sections of the **Oregon Electrical Specialty Code**.

(c) Prior to performing any unsupervised electrical work as a trainee, applicant shall have a minimum of 80 hours of approved on-the-job training under the supervision of a competent licensed electrician whose scope of license allows all of the electrical activities of a limited building maintenance electrician, provided the training covers each of the electrical installations in subsection (3)(a) of this section.

(d) For the purposes of this section the following licensees can be the training electrician: General supervising electrician, limited supervising electrician, general journeyman, limited manufacturing plant journeyman, limited maintenance electrician and limited building maintenance electrician which includes a person licensed under section (2) of this rule.

(5) Definitions.

(a) "Commercial Office Building" is a building of which 75 percent or more of the office area is used for professional or service transactions, including storage of records. For the purpose of determining "office area," stairways, hallways, rest rooms and vehicle parking are excluded;

(b) "Government Building" means a building, or portion thereof, which is owned, leased or rented and used by the state or any county, municipality or other political subdivision of the state; and

(c) "Owner's Agent" means the owner's employee, or other person or entity under contract, who oversees the daily maintenance of the owner's property.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.630

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; BCD 16-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-282-0270**

### **Apprentices**

(1) An apprentice:

(a) Shall be licensed;

(b) Assists a journeyman or supervising electrician on the same job site and the same shift in performing electrical work authorized in the trade, or branch of the trade, in which the licensee is indentured; and

(c) Is not authorized to perform electrical work under a person holding a letter of authority card issued to State of Oregon employees.

(2) Apprentice licenses:

(a) Shall be issued to individuals enrolled in formal electrical apprenticeship programs recognized by the board and the Oregon Bureau of Labor and Industries under ORS Chapter 660; and

(b) May be issued to trainees enrolled in individually approved, employer-sponsored training programs leading to the limited journeyman license in OAR 918-282-0190. Individuals enrolled in these programs may be issued an electrical apprentice license only if the employer's program is approved by the board.

(3) Notwithstanding section (1)(b) of this rule, a final term apprentice with at least 6,500 hours of on-the-job training may work under indirect supervision at the discretion of the responsible supervisor on projects not exceeding eight hours duration and limited to 300 volts phase to phase or phase to ground.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0980; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0190

## **918-282-0280**

### **Temporary Apprentice License**

(1) A temporary electrical apprentice:

(a) Performs electrical work as a helper, learner or trainee not licensed or required to be licensed;

(b) Assists journeymen or general supervising electricians in electrical work within the State of Oregon at a specific job location for a period not exceeding 180 days;

(c) Shall be currently indentured in an approved apprenticeship training program outside Oregon; and

(d) Has been recommended through the state apprenticeship reciprocal agreement dated April 20, 1996, adopted by the Oregon Bureau of Labor and Industries.

(2) Upon written authorization from the Oregon Bureau of Labor and Industries Apprenticeship and Training Division, the division shall issue a temporary apprentice license showing the dates of temporary employment expiring 180 days from the date of issuance.

Stat. Auth.: ORS 479.630(14) & 479.680

Stats. Implemented: ORS 479.630 & 479.680

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0990; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0200

**918-282-0290**

**Elevator Apprenticeship Program**

The National Elevator Industry Educational Program (NEIEP) approved by the Elevator Safety Board, now the Electrical and Elevator Board, is approved as a three-year elevator apprenticeship program referred to in ORS 479.630 as a prerequisite for a limited journeyman elevator license.

Stat. Auth.: ORS 460.085 & 479.730

Stats. Implemented: ORS 460.085

Hist.: DC 13-1983, f. & ef. 6-17-83; Renumbered from 814-022-0030; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0040

**918-282-0300**

**Class I Oil Module Electrician License**

- (1) A Class I oil module electrician installs, maintains, replaces or repairs electrical wiring or electrical products on an oil module.
- (2) An applicant shall:
  - (a) Submit written proof of at least 2,000 hours of experience gained during the past five years installing, maintaining, replacing or repairing electrical wiring or electrical products;
  - (b) Demonstrate continuous employment installing, maintaining, replacing or repairing electrical wiring or electrical products by an oil module manufacturer during the previous year; or
  - (c) Hold a valid limited journeyman manufacturing plant license, general journeyman electrician license or the equivalent of one of these licenses from another state.
- (3) Individuals currently licensed as Oregon limited journeymen manufacturing plant or general supervising electricians qualify for a Class I oil module license without proof of further experience or additional testing.
- (4) There is no fee for this license.

Stat. Auth.: ORS 479.630(14) & 479.680

Stats. Implemented: ORS 479.630

Hist.: BCA 14-1988(Temp), f. & cert. ef. 10-19-88; BCA 5-1989, f. & cert. ef. 5-5-89; Renumbered from 814-022-1000; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0210

**918-282-0310**

**Class II Oil Module Electrician License**

(1) A Class II oil module electrician performs electrical work as a helper, learner or trainee on an oil module assisting a Class I oil module electrician.

(2) The ratio of Class II oil module electricians at each job site shall not exceed three Class II oil module electricians to every Class I oil module electrician.

(3) There is no fee for this license.

Stat. Auth.: ORS 479.630(14) & 479.680

Stats. Implemented: ORS 479.630

Hist.: BCA 14-1988(Temp), f. & cert. ef. 10-19-88; BCA 5-1989, f. & cert. ef. 5-5-89; Renumbered from 814-022-1010; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0220

## **918-282-0320**

### **Limited Journeyman Limited Energy Electrician License**

(1) A limited journeyman limited energy electrician:

(a) Installs, maintains, replaces or repairs electrical wiring and electrical products conveying or operated by electrical energy not exceeding 100 VA in Class 1, Class 2 and Class 3 installations under **Articles 110, 250, 300, 400, 640-5, 645, 650, 720, 725, 760, 770, 800, 810 and 820 of the 1996 Edition of the Electrical Specialty Code**;

(b) Shall be employed by a licensed electrical contractor or limited energy electrical contractor;

(c) Is limited to installations such as burglar alarms, fire protection signaling systems, signaling and control circuits, non-utility-owned communication systems, data processing systems, closed circuit television, Master Antenna Television (MATV) and other electronic systems operating within the limited scope of this license; and

(d) Is limited to 1,000 VA or less in Class 1, Class 2 and Class 3 installations of audio circuits for intercommunication, audio amplification and control systems, public address systems, nurse call systems, control and clock systems and non-power-limited fire protection signaling circuits.

(2) All limited energy electronic technician licenses are converted to restricted energy technician licenses with a data telecommunications indorsement.

(3) All limited energy heating/air conditioning technician licenses are converted to restricted energy technician licenses with HVAC and boiler control indorsements.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.630

Hist.: DC 15-1987, f. & ef. 5-15-87; Renumbered from 814-022-0960; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0170

### **Restricted Energy Electrical Rules**

**918-282-0330****Restricted Energy Technician License**

(1) A restricted energy technician:

- (a) Must also be licensed as an electrical contractor, or must work for a licensed electrical contractor, unless licensee works for one employer in an industrial plant;
- (b) May be employed by an electrical contractor, limited energy contractor or a limited specialty contractor whose scope of authorized activity includes the indorsement for which the restricted energy technician is used; and
- (c) Cannot do electrical installations beyond what the limited specialty contractor can do.

(2) License and Equivalent Requirements. Applicant must have a minimum of 4,000 hours of verifiable on-the-job training covering at least a two-year period in the following work areas. "Verifiable experience or training" is that experience or training corroborated by other than the applicant, obtained in an Electrical and Elevator Board and Oregon Bureau of Labor and Industries approved apprenticeship program, or obtained in a jurisdiction where the work was lawful:

- (a) Stock room and materials, including shop and service: 100 hours;
- (b) Installations, including wire pulling and splices, conduit, flex, tray and duct, control panels and controls, wiring devices, removal and finish work: 1,600 hours;
- (c) Trouble shooting and maintenance: 250 hours;
- (d) Outdoor Installations, overhead and underground: 50 hours; and
- (e) Occupation or trade-specific training related to the license category for which indorsement is sought: 2,000 hours.

(3) Total Hours Required. Total electrical work experience shall be at least 4,000 hours. No more than 300 percent credit shall be allowed in work categories (a) through (d).

(4) Applicant shall additionally have 288 hours of class or related training covering:

- (a) Electrical mathematics;
- (b) Safety and accident prevention;
- (c) Care and use of hand and power tools;
- (d) Blueprint reading and electrical symbols;
- (e) Introduction to the **National Electrical Code**;
- (f) Electrical fundamentals and basic theory, including alternating and direct current;
- (g) Electrical measuring devices;
- (h) Wiring methods;
- (i) Related electrical statutes and rules;
- (j) Fundamentals of electronics;

(k) Transformers;

(l) Lighting circuits; and

(m) Basic mechanics - Applied physics and theory.

(5) This licensee may obtain additional indorsements with 2,000 hours occupation or trade-specific training related to each indorsement sought.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.910

Stats. Implemented: ORS 479.915

Hist.: BCA 2-1992(Temp), f. 2-28-92, cert. ef. 3-18-92; BCA 11-1992, f. & cert. ef. 6-26-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0230

## **918-282-0340**

### **Special Restricted Energy Technician License**

(1) The special restricted energy technician license:

(a) Is a transactional license; and

(b) Covers a specific installation or specified series of identified installations.

(2) The applicant must describe the specialized training and experience concerning the product and its installation and when the work is proposed to be done, the beginning date of the work and anticipated completion date.

(3) Applicant's specialized training must be authorized or provided and documented by the manufacturer, distributor, or person holding a similar status and must be relevant to the product involved.

(4) The applicant must document the efforts made to find a qualified licensed electrician and show that none was available for the proposed installation or installation date.

(5) This special license expires on the date designated in the license and cannot be later than one year from the beginning date of the license.

Stat. Auth.: ORS 479.905

Stats. Implemented: ORS 479.905

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0400

## **918-282-0350**

### **Restricted Energy Electrical Indorsements**

(1) A license must have at least one indorsement. Indorsements can be added after licensing. A separate examination fee must be paid for each indorsement sought after the original license is issued.

(2) Areas of Indorsement. "Indorsement" is a designation within the restricted energy electrical area showing qualifications and training regarding a product area. It determines the scope of restricted energy electrical activity authorized under a restricted energy electrical license. An indorsement can be obtained for the areas mentioned in ORS 479.920 or other recognizable indorsement areas approved by the board within the restricted energy electrical area.

(3) Instrument Indorsement. "Industrial plant" used in the definition of "Instrument indorsement" includes industrial plants, commercial office buildings and buildings owned or operated by the state or a local entity or other facilities designated by the board. This indorsement allows the following, under 100 volt-ampere activity:

(a) Install, repair, maintain and adjust indicating, recording, telemetering, computing, programmable controllers and controlling instruments used to measure, display and control variables such as pressure, flow, temperature, motion, force, chemical composition and related processes;

(b) Disassemble malfunctioning instruments and examine and test mechanism and circuitry for defects;

(c) Troubleshoot equipment in or out of control systems and replace or repair defective parts;

(d) Reassemble instruments and test assemblies for conformance with specifications;

(e) Inspect instruments periodically and make calibration adjustments to insure functioning within specified standards;

(f) Adjust and repair final control mechanisms, such as automatically controlled valves or positions; calibrate instruments according to established standards;

(g) Adjust control-loop parameters to achieve specified process operation and work on remote surveillance equipment;

(h) Allows restricted energy wiring connected to one or more instruments on the secondary side of an instrument transformer; and

(i) Does not allow wiring to the primary side of a transformer unless it involves the connect or disconnect of the installation for repair and this is done in an industrial plant under the supervision of a limited supervising electrician or person of higher qualification under ORS 479.510 to 479.860.

(4) Boiler Controls. "Boiler controls" in the definition of "HVAC" includes those controls attached to the boiler. An HVAC indorsee who works on boiler controls must obtain a boiler control indorsement. A boilermaker indorsee who works on heating controls, not attached to the boiler, must obtain an HVAC indorsement.

(5) Procedures for Adding Indorsements:

(a) Applicant must provide proof of training of the type and for the length of time approved by the board for a particular indorsement;

(b) If no model training program exists for any indorsement, the applicant must apply to the board for approval of the program, describe the scope of the indorsement, length of training and whether the training will be from a manufacturer, distributor, school, on-the-job training or apprenticeship program concerning a particular product or area covered by the indorsement. When approving programs and training time lines, the board will consider the difficulty of the indorsement area and the adequacy of the proposed training.

(4) Scope of Training. The training must include at least the electrical installation, safety and maintenance requirements for the product and practical, hands-on training.

Stat. Auth.: ORS 479.920

Stats. Implemented: ORS 479.920 & 479.730

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered



from 918-320-0420

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 283**

**CONTINUING EDUCATION & TRAINING PROGRAM REQUIREMENTS**

**918-283-0000**

**Policy**

Continuing education shall provide training which contributes directly to the technical competency and safety of Oregon electricians. Continuing education shall be provided to Oregon licensees and Oregon certified electrical inspectors only. The board shall approve only those programs which promote technical competency and safety.

Stat. Auth.: ORS 479.650

Stats. Implemented: ORS 479.650

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0440; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0010

**918-283-0010**

**Continuing Education Required; Exemptions**

(1) During each three-year license period, all licensees, except those categories listed in sections (2) and (3) of this rule, shall complete a minimum of 24 class or correspondence course hours of approved continuing education. At least eight of the 24 hours shall be code-change and obtained no later than 12 months following the code adoption date, or of obtaining an Oregon reciprocal license.

(2) The following licensees shall have at least four, but not more than eight, hours code-change continuing education obtained no later than 12 months following the **Electrical Specialty Code** adoption date, or of obtaining an Oregon reciprocal license, every three-year code cycle:

- (a) Limited Journeyman Limited Energy;
- (b) Limited Journeyman Elevator;

- (c) Limited Journeyman Sign;
- (d) Limited Journeyman Stage;
- (e) Limited Building Maintenance;
- (f) Restricted Energy Technician;
- (g) Limited Pump Installation Specialty Contractor;
- (h) Limited Maintenance Specialty Contractor HVAC/R;
- (i) Limited Energy Contractor;
- (j) Restricted Energy Contractor;
- (k) Limited Sign Contractor; and
- (l) Limited Maintenance Specialty Contractor.

(3) Exemptions. General electrical contractors, apprentices in approved programs and Class II oil module electricians are exempt from continuing education.

(4) Continuing education requirements may be prorated for those who obtain licenses during any three-year renewal cycle. The continuing education requirement for the licensing period is waived for those who obtain licenses within 90 days or less of a three-year renewal date.

(5) Continuing education instructors shall receive credit for type of courses taught.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.650 & 479.680

Stats. Implemented: ORS 479.650 & 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0450; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0020

## **918-283-0020**

### **Continuing Education Minimum Requirements for Program Approval**

(1) An approved continuing education program shall:

- (a) Last a minimum of four hours;
- (b) Be for a maximum of 16 hours (eight hours code-related and eight hours industry-related) as approved by the board. As used in this subsection, "Industry related" means related to the electrical aspects of the business and excludes management skills or techniques such as planning, scheduling, supervision, estimating, marketing and sales; and
- (c) May be for 4, 8, 16 or 24 hours of credit.

(2) Code-change or code-related courses shall cover articles of the **Electrical Specialty Code** or the Oregon Electrical Safety Law (ORS 479.510 through 479.855) and the applicable administrative rules.

- (3) Twenty-four hour classes must include eight hours code-related and eight hours code change.
- (4) Correspondence courses shall not exceed eight hours and amount credited shall be only for hours in course.
- (5) Continuing education shall be presented by a board-approved instructor except as provided in OAR 918-283-0040.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.650 & 479.680

Stats. Implemented: ORS 479.650 & 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0460; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0030

## **918-283-0030**

### **Program Approval Procedures**

- (1) Requests for program approval shall be submitted by June 1 of the year prior to the instructional year being applied for. The application shall include:
  - (a) Name and general description of the program;
  - (b) Program outline;
  - (c) Name, address and phone number of the contact person;
  - (d) Name of the instructor(s);
  - (e) Schedule of classes, if established, including locations and time;
  - (f) List or sample of materials to be used in the program; and
  - (g) Cost to attend independently-sponsored programs.
- (2) The board shall approve or deny program applications no later than its August meeting.
- (3) Program denial appeals shall be heard by the board at its September meeting.
- (4) State-sponsored or independently-sponsored programs shall be approved by the board for the division or a certified training agent (under ORS 660).
- (5) Cost of attending:
  - (a) Licensees not in the three-year license cycle shall be charged a \$15 tuition fee for attending a state-sponsored course; and
  - (b) Licensees who have exceeded 24 hours of continuing education within the three-year licensing cycle may be charged a \$15 fee for attending a state-sponsored course.
- (6) Program approvals shall be effective for one calendar year. Subsequent applications for the same program may incorporate by reference all or part of the original application.

Stat. Auth.: ORS 479.680

Stats. Implemented: ORS 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0470; BCA 32-1989, f. & cert. ef. 12-21-89; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0040

**918-283-0040**

**Instructor Approval**

- (1) An instructor shall have:
  - (a) Professional or trade experience evidenced by an appropriate license or degree; or
  - (b) Other expertise recognized by the electrical industry.
- (2) Applications for instructor approval shall be submitted to the board as part of the program application.
- (3) The Chief Electrical Inspector is authorized to approve or deny additional instructors and shall notify the board of such action.

Stat. Auth.: ORS 479.680

Stats. Implemented: ORS 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0480; BCD 19-1996, f. 9-17-96, cert. ef. 10-10-96; Renumbered from 918-280-0050

**918-283-0050**

**Evidence of Completion**

The instructor of an approved continuing education program shall provide the division with a certified class roster within 30 days after the completion of the course.

Stat. Auth.: ORS 479.680

Stats. Implemented: ORS 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0500; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0070

**918-283-0060**

**Training Calendar; List of Approved Courses**

At the beginning of each calendar year, the division shall publish and distribute to all licensees a training calendar that will include a list of approved State-sponsored and independently-sponsored courses available.

Stat. Auth.: ORS 479.680

Stats. Implemented: ORS 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0520; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0090

**918-283-0070**

**Revocation of Program or Instructor Approval**

The board may revoke or suspend the approval of any continuing education program or instructor if the board determines that the course or instructor does not meet the requirements in these rules. The division may monitor programs and seek evaluations by licensees who attend the programs.

Stat. Auth.: ORS 479.680

Stats. Implemented: ORS 479.680

Hist.: DC 16-1986, f. & ef. 10-14-86; Renumbered from 814-022-0530; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-280-0100

**In-Plant Training Programs for Limited Journeyman Manufacturing Plant Electricians**

**918-283-0100**

**Procedures for Submitting Training Proposals**

The employer shall submit to the board a detailed description of the electrical training program in a recognized branch of the electrical trade the employer will conduct.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0002; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0010

**918-283-0110**

**Program Description**

Program description shall include:

- (1) The term of on-the-job training including any procedures for evaluating and crediting prior electrical experience of the trainee;
- (2) A breakdown of work categories and the number of hours of on-the-job training to be devoted to each category;
- (3) Provisions for related instructional training, including:
  - (a) The total hours or related training in addition to the on-the-job training;
  - (b) A breakdown of the related training into the segments of instruction and hours to be devoted to each segment;

(c) The location and hours of the related training; and

(d) The name of the related training instructor and the instructor's qualifications in subject matter or the name of the correspondence course, together with any supplemental material to be used; and

(4) The type and degree of on-the-job supervision of the trainee, including provision for assigning trainees to work under the supervision of a licensed electrical journeyman or supervising electrician to insure the safety of all employees.

(5) The employer shall establish:

(a) Procedures for periodic evaluation and reporting of the trainee's progress and records which shall be made available to the division upon request;

(b) Methods of evaluating the trainee and reporting the evaluations at least annually to the division. Evaluations on division forms shall include rating the trainee's on-the-job progress by the instructor or through a correspondence course; and

(c) Criteria for disciplining, reassigning, or terminating the trainee for failure to progress in training.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0005; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0015

## **918-283-0120**

### **Standards for Approval of Electrical Training Programs**

The following training standards for approval of programs are established. When the training program appears to prepare the trainee for the limited journeyman manufacturing plant license, the division may waive any of the following minimum requirements and approve the employer's training program. The division shall consider the terms and conditions of any collective bargaining agreement covering work to be performed.

(1) The term of training shall be for at least four years and not more than five years including any credit given for prior experience.

(2) The on-the-job experience for a limited journeyman manufacturing plant electrician license shall provide at least 4,000 hours in the following classifications:

(a) Installation of electrical circuits, 1,000 hours;

(b) Motors and generators, 500 hours;

(c) Manual and automatic controls, including magnetic and solid state, 1,000 hours;

(d) Trouble shooting, 500 hours; and

(e) Power distribution, 1,000 hours.

(3) In addition to the 4,000 hours, the balance of the hours of on-the-job training shall be in training appropriate for the license.

(4) Related Training Classes. Classes of at least 96 classroom hours per year shall be given until a total of 384 hours is

completed, or its rated equivalent in a correspondence course. Related training shall:

(a) Include fundamental electricity, electrical mathematics, the **National Electrical Code**, electrical theory, safety and accident training, electrical nomenclature, industrial electronics, materials, tools and equipment, layout and blueprint reading; and

(b) Be given by a qualified instructor, or through a division-approved correspondence course.

(5) The ratio of trainees employed by each employer at each plant shall not exceed one trainee to the first journeyman and one trainee to each additional two journeymen. Trainees employed on any work shift shall be under the direct supervision of a journeyman or supervising electrician on the same shift at the same plant.

(6) The trainee shall receive at least 50 percent of the journeyman's wage paid by the employer when starting this program.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0010; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0020

## 918-283-0130

### Responsibilities of the Employer

The employer is responsible to see the trainee receives the necessary on-the-job training experience and related technical instruction.

(1) The employer shall register all trainees with the division and make annual trainee progress reports on division forms. No later than at the end of five years, the employer shall notify the division and the trainee of trainee's eligibility to take the examination.

(2) The division shall furnish each registered trainee in an approved program an identification card semi-annually. The identification card, signed by the Chief Electrical Inspector, shall be mailed to the employer. The employer and the trainee shall sign the card. The trainee shall keep the card in trainee's possession while a registered trainee. The identification card serves as the trainee's license, permitting the trainee to perform appropriate electrical work while in training and under the direct supervision of a properly licensed journeyman or supervising electrician on the same shift at the same plant. If the trainee is terminated or removed from the training program, the employer shall return the identification card to the division or notify the division in writing.

(3) The identification card shall be furnished free until the trainee passes the examination or for the maximum period allowed to complete training. If the trainee fails the examination after completion of the maximum training period, trainee's license shall be renewed for not more than two six-month periods of training, and the trainee shall be given one opportunity during each period to pass the examination. If the trainee fails to pass the last examination, trainee's name shall be removed from the employer's training program, the trainee license shall be canceled, and the employer shall cease to employ the trainee on any electrical work for which trainee does not have a license.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0015; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0025



**918-283-0140****Compliance with Approved Programs**

The division may:

- (1) Make periodic inspections of any employer conducting an approved electrical training program to insure the program is proceeding in the manner approved by the division and that the trainee is making satisfactory progress;
- (2) Examine the training records of registered trainees, discuss the training program and the trainee's progress with the trainee's supervisor and related training instructor, observe the trainee in on-the-job or related training situations and interview the trainee;
- (3) Investigate any evidence of an employer's failure to register trainees in an approved electrical training program;
- (4) Suspend the training program if an employer fails to submit required periodic training reports; and
- (5) Investigate failures by an employer's trainees to pass the examination.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0020; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0030

**918-283-0150****Procedures to Revoke Programs and Licenses of Trainees**

- (1) When the division has evidence the employer is not conducting approved training, the division shall notify the employer in writing of employer's right to a hearing to present evidence in support of the training program.
- (2) After hearing, the division shall determine whether the employer has failed to conduct an adequate program.
- (3) If the division rules that the employer has failed to conduct an adequate program, the training program may be suspended until the employer brings the program up to approved standards.
- (4) If the employer continues to fail to meet basic standards for training, the division may revoke approval of the employer as a training facility and the training licenses of those trainees registered with the employer.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; Renumbered from 814-022-0025; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-250-0035

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 305**

**CODES AND STANDARDS**

**The Electrical Specialty Code - In General**

**918-305-0000**

**Existing Electrical Installations**

Wiring installation in existing buildings in the State of Oregon which complied with the minimum electrical safety code standards or **National Electrical Code** in effect at the time of installation shall not be considered in violation of the current minimum **Electrical Specialty Code** standards, unless the use or occupancy of the building is changed requiring different methods, alterations, or additions.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 12-1981, f. 9-29-1981, ef. 10-1-81; Renumbered from 814-022-0135; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0280

**918-305-0010**

**Scope of the Electrical Specialty Code**

- (1) The **Electrical Specialty Code** applies to all nonexempt electrical installations except as covered by the electrical provisions of the **One and Two Family Dwelling Specialty Code** and is inspected by an **Electrical Specialty Code** inspector.
- (2) Interpretation. The **One and Two Family Dwelling Specialty Code** electrical provisions apply to all one- and two-family dwellings with services not exceeding 400 amperes (320 amperes continuous) at 120/240 volts and are inspected by an Electrical Specialty Code or **One and Two Family Dwelling Specialty Code** inspector.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-305-0020

### Governing Codes

The applicable **Electrical Specialty Code** for electrical installations and alterations is:

- (1) The **Electrical Specialty Code** provisions in effect at the earlier of a request for plan review or application for a permit; or
- (2) At the option of the applicant, the current **Electrical Specialty Code**.

[Publication: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 470.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-305-0030

### Other Codes or Publications Which May Impact Electrical Installations

Other codes and publications may impact electrical installations. The responsibility for complying with all applicable requirements rests with the permit holder. Examples are listed below:

- (1) **Section 310.9** of the **1996 Oregon Structural Specialty Code** and **Section 316.1** of the **1996 Oregon One and Two Family Dwelling Specialty Code** for smoke detectors and **Section 310.10**, relating to fire alarm systems.
- (2) **1995 Edition** of the **Oregon Energy Conservation Code** and **Section 4101** of the **1996 Oregon One and Two Family Dwelling Specialty Code** requiring individual electric meters for dwelling units.
- (3) **Section 1316**, **1996 Oregon Structural Specialty Code** which limits the maximum allowable lighting densities and sets procedures for determining the lighting budget for both exterior and interior lighting to illuminate public buildings and other energy conservation items such as insert space heaters.
- (4) Publications and requirements of the serving utility.
- (5) Public Law 101-336, the Americans with Disabilities Act, Part III; Department of Justice Regulations of Friday, July 26, 1991; **28 CFR Part 36**, as amended January 1, 1995, including Americans with Disabilities Act Accessibility Guidelines (ADAAG) and Public Law 100-430, the Fair Housing Act and the regulations adopted thereunder.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0610; BCA 17-1990, f. 6-27-90, cert. ef. 7-1-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0020

**Components of the Electrical Specialty Code**

**918-305-0100**

**Code Adoption of Electrical Specialty Code**

- (1) The **Electrical Specialty Code** shall consist of the following, adopted by this reference:
- (a) **ANSI/NFPA 70-1996, National Electrical Code (NEC), 1996 Edition** subject to the amendments adopted in OAR 918-305-0110 to 918-305-0260;
  - (b) **ANSI/IEEE C2-1993, National Electrical Safety Code (NESC), 1993 Edition;**
  - (c) The following **ANSI/NFPA Standards: 20 (1993) Installation of Centrifugal Fire Pumps; 33 (1995) Combustible Materials; 79 (1994) Electrical Standard for Industrial Equipment; 99 (1996) Health Care Facilities; and 101 (1994) Life Safety Code;**
  - (d) **Oregon Elevator Specialty Code** adopted by the Electrical and Elevator Board in OAR 918-400-0520; and
  - (e) **UL Standards** contained in the Building Codes Division-Electrical and Elevator Board publication, **Approved Testing and Evaluation Standards**, dated August 22, 1996.
- (2) In the event of a conflict between the **NEC** and **NESC** requirements, the NEC requirement, as amended in subsection (1)(a) of this rule, shall apply.
- (3) The electrical code requirements for one- and two-family dwellings are adopted under the **Oregon One and Two Family Dwelling Specialty Code** in OAR Chapter 918, Division 480.
- (4) As used in this rule:
- (a) "ANSI" is the American National Standards Institute;
  - (b) "ASME" is the American Society of Mechanical Engineers;
  - (c) "IEEE" is the Institute of Electrical and Electronics Engineers; and
  - (d) "NFPA" is the National Fire Protection Association.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0600; BCA 17-1990, f. 6-27-90, cert. ef. 7-1-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0010

## Amendments to the NEC

### 918-305-0110

#### Amend Article 100 - Definitions

Replace the definition of "building" in **Article 100**, with the following: "'Building' is a structure that stands alone or that is isolated from adjoining structures by area separation walls as identified in **Section 504.6** of the **1996 Oregon Structural Specialty Code**, with all openings therein protected by approved fire doors as required."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

### 918-305-0120

#### Amend Article 110 - Requirements for Electrical Installations

Amend Section **110-8** Wiring Methods as follows:

- (1) Only wiring methods recognized as suitable are included in this code. The recognized methods of wiring shall be permitted to be installed in any type of building or occupancy, except as otherwise provided in this code.
- (2) For the purpose of this article, "schools" are buildings used for education purposes, excluding administrative offices or detached utility buildings not used for education or training.
- (3) Raceway systems, type MI, MC and AC cable or manufactured metallic wiring assemblies shall be the wiring method in the following occupancies: Schools, universities, colleges, kindergartens, nursery schools, child care centers, correctional facilities and hospitals as defined in **NEC Article 517**. This includes:
  - (a) Child care centers providing care and treatment for more than five persons on a 24-hour basis and not foster homes;
  - (b) Child care centers used for school purposes on a daily basis for more than five children; e.g., nursery school, and kindergarten; and
  - (c) SR Occupancies classified as **Divisions 1.1 and 1.2** in **Section 312A** of the **1996 Oregon Structural Specialty Code**.
- (4) **Section 110-8** does not apply to:
  - (a) Day care centers, one to 20 children;
  - (b) SR Occupancies classified as **Division 1.3** and all of **Divisions 2 and 3** in **Section 312A** of the **1996 Oregon Structural Specialty Code**;
  - (c) Foster homes providing family-type care only;
  - (d) Class 2 and 3 systems installed in conformity with **Articles 725, 727, 760, 770, 780** and **Chapter 8** of the **1996 National Electrical Code**; and

(e) Power limited fire protection alarm systems.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0620; BCA 17-1990, f. & cert. ef. 6-27-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0030

## 918-305-0130

### Amend Article 210 - Branch Circuits

Amend **Section 210-8** Ground-Fault Circuit-Interrupter Protection for Personnel by inserting the following after **Section 210-8(a)(2)** Exception No. 2: "Exception No. 3. Receptacle ground fault protection shall not be required for a dedicated branch circuit serving a single receptacle for sewage pumps."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## 918-305-0140

### Amend Article 225 - Outside Branch Circuits and Feeders

(1) Immediately preceding **Section 225-1** Scope, insert "**Part A.**"

(2) Amend **Section 225-8** Disconnection, by inserting the following at the end of **Subsection (d)**: "(e) Where multiple branch circuits or feeders are installed to a separate building, the required disconnects shall be grouped at one location."

**Exception:** Unless the branch circuits or feeders meet one of the exceptions in Section 230-2. Each disconnect shall be identified by a permanent plaque or directory denoting where each is served from."

(3) Following the end of **Part A, Section 225-26** Vegetation, insert "**Part B.**"

(4) Insert new section after **Part B**: "225-30. Conductors Over 600 Volts, Nominal.

(a) Clearances: No building or structure, sign, antenna, etc., shall be installed in proximity to overhead high voltage lines or equipment. Exceptions to this rule may be granted by a utility owning the lines or equipment.

(b) Definition. For the purposes of this rule, 'Proximity' means within ten feet or such greater distance as may be prescribed by rule adopted under ORS Chapter 654.

(c) Installation and maintenance of overhead electrical supply lines. Outdoor overhead line construction, maintenance and equipment when not included in the **National Electrical Code, NFPA 70-1996**, shall meet the applicable articles of the **National Electrical Safety Code (NESC), 1993 Edition.**"

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0031

## 918-305-0150

### Amend Article 230 - Services

(1) Amend **Section 230-43** Wiring Methods for 600 Volts, Nominal, or Less by adding the following to the end of the first paragraph: "Liquidtight flexible metallic conduit, jacketed MC cable and flexible metal conduit shall not be allowed for service entrance raceways.

Exception: When attached to traffic control devices and highway lighting poles, flexible metal conduit or type MC cable shall be allowed."

(2) Amend **Section 230-95(c)** Performance Testing to read: "The ground-fault protection system shall be performance tested when first installed on the site. The test shall be conducted in accordance with instructions provided with the equipment. This test shall be performed by persons having proper training and experience required to perform and evaluate the results of such performance testing. A written record of this test shall be made available to the authority having jurisdiction. This report shall be signed by the person(s) performing this test."

(3) Amend **Section 230-200** General by adding the following at the end of the section: "For outdoor overhead services the requirements of **Article 225 Part B** in OAR 918-305-0140 shall also apply."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; BCA 13-1989, f. & cert. ef. 5-24-89; Renumbered from 814-022-0630; BCA 17-1990, f. & cert. ef. 6-27-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0040

## 918-305-0160

### Amend Article 250 - Grounding

The following provisions of Article 250 are amended:

(1) **Part C, Section 250-23(a)** - System Grounding Connections. Insert the following after **Section 250-23(a)** Exception 6: "Exception No. 7: When the electric utility has installed a ground fault protection system ahead of the customer's service equipment, no bonding or electrical connection from the grounding electrode system shall be made to the grounded service conductor on the load side of the utility ground fault sensing device. The neutral or grounded service conductor, however, shall be grounded on the line side of the first ground fault sensor in a manner otherwise required at the customer's service equipment. The grounding electrode conductor shall be run to an equipment grounding bus or terminal at the service equipment as long as the equipment grounding conductor and the grounded neutral conductor are not connected to each other at this point. The on-site ground fault test required by **Section 230-95** shall not be performed prior to the above installation requirements. Warning signs shall be installed. This exception is restricted to this type of system only."



(2) **Part C, Section 250-26(a)** - Bonding Jumper. Insert the following after **Section 250-26(a)** Exception No. 2: "Exception No. 3: A premises' electrical system with an alternate source of power, such as an emergency or standby generator, connected to the normal system via a transfer switch, shall have the alternate source neutral grounded only when the transfer switch causes the neutral conductor to be switched between the normal and the emergency sources. The on-site ground fault test required by **Sections 215-10, 230-95** and **517-17** shall not be performed prior to the above installation requirements. Warning signs shall be installed. This exception restricted to this type system only."

(3) **Part C, Section 250-53(b)** - Main Bonding Jumper. Insert the following after Section 250-53(b) Exception No. 2: "Exception No. 3. When the electric utility has installed a ground fault protection system ahead of the customer's service equipment and if the operation of the ground fault system relies on the absence of the main bonding jumper at the service equipment but includes an otherwise satisfactory main bonding jumper as a part of its sensing device, the main bonding jumper shall not be installed at the service equipment which would otherwise bond the grounded service conductor to the equipment ground. The on-site ground fault test required by **Section 230-95** shall not be performed prior to the above installation requirements. Warning signs shall be installed. This exception is restricted to this type of system only."

(4) **Part H, Section 250-81(c)** - Concrete-Encased Electrode. Insert the following at the end of **Section 250-81(c)**, as follows: "On new construction where concrete reinforcing bars or rods are installed in the concrete footing, a concrete encased grounding electrode system shall be installed per **Section 250-81**. When a concrete encased electrode system is used, a minimum size of 1/2-inch reinforcing bar or rod shall be stubbed up at least 12 inches above the floor plate line or floor level, whichever is the highest, near the service entrance panel location."

(5) **Part H, Section 250-84** - Resistance of Made Electrodes. Insert the following at the end of **Section 250-84**: "For permanent installations where the only grounding electrode is a single ground rod, pipe or plate, documented verification of 25 ohms or less shall be provided. Documented verification shall be done by a recognized method, provided by the installer, and made available for the electrical inspector."

(6) **Part J, Section 250-91(b)** - Types of Equipment Grounding Conductors. Insert the following after the first paragraph of the section and before Exception No. 1: "Where metallic conduit is installed on roof tops, an equipment grounding conductor shall be provided within the raceway and sized per Section 250-95."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0660; BCA 17-1990, f. & cert. ef. 6-27-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0070

## 918-305-0170

### Amend Article 305 - Temporary Wiring

Insert the following at the end of **Section 305-6** Ground-Fault Protection for Personnel: "(c) **Section 305-6** is enforced by the Oregon Occupational Safety and Health Division under separate regulations."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0670; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0080

**918-305-0180****Amend Article 324 - Concealed Knob-and-Tube Wiring**

Add the following to the end of **Section 324-4** Uses Not Permitted: "Exception: The provisions of **Section 324-4** shall not be construed to prohibit the installation of loose or rolled thermal insulating materials in spaces containing existing knob-and-tube wiring, provided all the following conditions are met:

- (1) The visible wiring shall be inspected by a certified electrical inspector or a general supervising electrician employed by a licensed electrical contractor.
- (2) All defects found during the inspection shall be repaired prior to the installation of insulation.
- (3) Repairs, alterations or extensions of or to the electrical systems shall be inspected by a certified electrical inspector.
- (4) The insulation shall have a flame spread rating not to exceed 25 and a smoke density not to exceed 450 when tested in accordance with **ASTM E84-91A**. Foamed in place insulation shall not be used with knob-and-tube wiring.
- (5) Exposed splices or connections shall be protected from insulation by installing flame resistant, non-conducting, open top enclosures which provide three inches, but not more than four inches side clearances, and a vertical clearance of at least four inches above the final level of the insulation.
- (6) All knob-and-tube circuits shall have overcurrent protection in compliance with the 60 degree C column of **Table 310-16** of **NFPA 70-1996**. Overcurrent protection shall be either circuit breakers or type S fuses. The type S fuse adapters shall not accept a fuse of an ampacity greater than permitted in **Section 240-53**."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0085

**918-305-0190****Amend Article 410 - Lighting Fixtures, Lampholders, Lamps and Receptacles**

Insert following **Part M, Section 410-66(b)**: "(c) Recessed fixtures shall not be installed in cavities intended to be insulated.

Exception: Fixtures listed as suitable for installation in direct contact with insulation, such as those that are IC rated."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0680; BCA 17-1990, f. & cert. ef. 6-27-90; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0090

## **918-305-0200**

### **Amend Article 422 - Appliances**

Add the following to the end of **Section 422-7** Central Heating Equipment:

(1) Insert "No. 1" after "Exception;" and

(2) Add the following to the end of the subsection: "Exception No. 2: Where the existing equipment is connected to an existing circuit, the new equipment may be reconnected to that circuit, providing the equipment being installed has an ampere rating of not more than 50 percent of the branch circuit rating."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0095

## **918-305-0210**

### **Amend Article 424 - Fixed Electric Space-Heating Equipment**

In **Part A, Section 424-3(a)** Branch Circuit Requirements:

(1) Insert "No. 1" after "Exception;" and

(2) Add the following to the end of the subsection: "Exception No. 2. Where the equipment is connected to an existing circuit, the new equipment may be reconnected to that circuit, providing the equipment being installed has an ampere rating of not more than 50 percent of the branch circuit rating."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-305-0220**

### **Amend Article 450 - Transformers and Transformer Vaults**

Amend **Part B, Section 450-27**, by inserting the following at the end of the section: "In addition to the provisions of **Section 450-27**, the following clearances shall be maintained:

(1) Eight feet minimum clearance between transformer and combustible surface.

(2) Two feet minimum clearance between transformer and non-combustible surface.

**NOTE:** The above clearances do not apply to the non-combustible transformer foundation."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0700; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0110

**918-305-0230**

**Amend Article 550 - Mobile Homes**

- (1) **Section 550-2** - Definitions. Amend section by inserting the following after the end of the definition of "Manufactured Home:" "For the purposes of this code, a manufactured home shall mean a home manufactured after June 15, 1976. Homes manufactured prior to this date shall be classified as mobile homes.
- (2) **Section 550-23(a)** Mobile Home Service Equipment. Amend section by inserting the following after Exception No. 2.a.: "It shall be acceptable to install service equipment on a manufactured home."
- (3) **Section 550-24** - Feeder. Amend section to read: "A permanently installed overhead feeder containing four insulated, color-coded conductors installed in compliance with applicable provisions of the **National Electrical Code, Sections 230-24, 321 and 550-5**.
- (a) Insert "No. 1" after "Exception;" and
- (b) Add the following to the end of the section: "Exception No. 2: The 'uninsulated' messenger of a factory assembled quadruplex cable may be used as the equipment grounding conductor when installed overhead outdoors."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-305-0240**

**Amend Article 604 - Manufactured Wiring Systems**

Amend **Section 604-5** Uses Not Permitted by inserting at the end of the section: "Manufactured wiring systems shall not be used for fire alarms, emergency and exit systems, and isolated systems in health care facilities or other areas where disconnection could prove to be a hazard."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: DC 13-1987, f. & ef. 5-1-87; Renumbered from 814-022-0730; BCA 12-1993, f. 6-23-93, cert. ef. 7-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-290-0140

**918-305-0250****Amend Article 620 - Elevators, Dumbwaiters, Escalators, Moving Walks, Wheelchair Lifts and Stairway Chair Lifts**

(1) Amend **Part B, Section 620-11(a)** Hoistway Door Interlock Wiring to read: "The conductors of the hoistway door interlocks from the hoistway riser shall be flame-retardant and suitable for a temperature of not less than 200 degrees C (392 degrees F.). Conductors shall be Type SF or equivalent. This type wire shall not be required where not required by the **Elevator Safety Code (ASME A17.1)**."

(2) Amend Section 620-51(c)(3) to read: "The disconnecting means shall be located where it is readily accessible to qualified persons. When required by Sections 620-51(c)(1) and 620-51(c)(2), the main disconnecting means for the elevator shall be located within 24 inches (609.6 mm) of the open side of the machine room access door. Where more than one disconnect is required for a multi-car group, the disconnects shall be adjacent to each other with the first disconnect located within 24 inches (609.6 mm) of the open side of the machine room access door."

(3) Amend **Section 620-51(c)(4)** to read: "On wheelchair lifts and stairway chair lifts, the disconnecting means shall be located within sight of the motor controller or lift and within six feet (1.83m) of the motor controller. The disconnecting means shall not be located in the runway enclosure and a means shall be provided to lock the door or cover in the closed position."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-305-0260****Amend Article 680 - Swimming Pools, Fountains and Similar Installations**

Amend **Part B, Section 680-25(d)** Panelboards. Insert after Exception No. 1: "This exception may be applied to new construction."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 306**

**QUALIFYING ELECTRICAL PRODUCTS FOR SALE OR DISPOSAL IN OREGON**

**General**

**918-306-0000**

**Scope and Authority for Rule**

(1) The rules in OAR 918-306-0000 to 918-306-0530 deal with the different ways to qualify an electrical product for sale, disposal and installation in Oregon.

(2) Authority for rules.

(a) ORS 479.540 authorizes partial and complete product exemptions;

(b) ORS 479.610 requires products for sale in Oregon to be certified;

(c) ORS 479.730 authorizes creation of procedures for product certifications, administration and enforcement and field evaluation of electrical products; and

(d) ORS 479.760 authorizes creation of procedures for approving testing laboratories and for limiting special deputy certifications.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.540, 479.610, 479.730 & 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-306-0010**

**Overview**

ORS 479.610 establishes certification requirements for electrical products.

(1) The certification process generally involves testing or evaluation of the product. This is done through:

(a) Laboratory Testing and Certification:

(A) A manufacturer submits its product to a laboratory for testing and listing. The laboratory tests the product to established product standards or protocols in the absence of established standards. Upon meeting standards, it places the product on its tested list and authorizes the manufacturer to attach a label on future production.

(B) Use of the label requires production to continually meet product specifications and manufacturing requirements. The laboratory periodically visits and verifies the manufacturing process still meets the listing and labeling criteria.

(C) The laboratory itself must be approved by Oregon under ORS 479.760. In addition to approval, the state periodically inspects the laboratory to determine whether it follows approved procedures.

(D) The product standards and protocols used for laboratory testing must meet standards approved by the board.

(b) Special Deputy Evaluation and Certification. A product can be submitted to the division for certification under ORS 479.760:

(A) If the product is accepted for special deputy inspection, a division inspector examines the product and its components; reviews the assembly of labeled, listed, recognized and uncertified components; reviews product standards and code compliance; requires testing if required by the application standards; and makes safety evaluations. The division attaches a certification label on the product or authorizes the placement of a certification label.

(B) If the products are accepted for special deputy certification, the division also does limited special deputy certification for production line products. It examines the product and the quality control documents for production. It authorizes attachment of labels to future production. Periodic visitations are made to the manufacturing site by the special deputy. Certification is conditioned on future production continuing to meet product specifications and manufacturing requirements.

(C) The division limits the products it accepts for special deputy certification under ORS 479.760. Special deputy rules and limitations are in subsection (1)(b) of this section.

(3) Exemptions. Some products are exempt from certification or can be exempted:

(a) Statutory Exemptions. Statutory exemptions from product certification are in ORS 479.540. A special feature of products exempted by statute is that the product must still meet **Electrical Specialty Code** requirements. The inspecting jurisdiction must examine the installation of equipment. ORS 479.540 authorizes the board to reverse the exemption and require certification if it finds a safety hazard in use.

(b) Exemptions by Rule. The authority of the board to create partial or complete product exemptions, as well as licensing exemptions, for installing the product is in ORS 479.540. Exemptions created by rule are in OAR Chapter 918, Division 261.

(4) Field Evaluation of Products. Field evaluation involves inspection of the product and its components, review of labeled, listed or uncertified components, review for conformance to product standards, code compliance and safety evaluation. It could also involve testing procedures of components or the complete assembly. This is a process similar to special deputy inspection and installation safety inspection of statutorily exempt products, except each separate product is reviewed and no testing by the jurisdictional inspector is involved:

(a) Field evaluation firms provide most of these services:

(A) At the equipment manufacturing facility prior to shipment;



(B) During installation of exempt products where special circumstances exist; or

(C) During site or use specific installation.

(b) Approval of field evaluation firms is covered in OAR 918-306-0340 to 918-306-0410.

(5) Revocation of Certification. ORS 479.430 authorizes rules for decertification of products.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **Certification Through Testing Laboratories Requests for Laboratory Approval**

### **918-306-0100**

#### **Requests for Approval of Testing Laboratories**

(1) Applications for testing laboratory accreditation shall include an undertaking by the testing laboratory to be bound by all requirements in the certification rules.

(2) Initial Laboratory Evaluation. The division shall make an initial review to insure completeness and adequacy of the application.

(3) On-site Laboratory Evaluation. Technically qualified board-approved representative or representatives will provide on-site verification that the laboratory meets approval criteria. The representative or representatives shall make recommendations to the board for approval of the laboratory. The cost shall be borne by the applicant.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0060

### **918-306-0110**

#### **General Requirements**

Accreditation of testing laboratories requires:

(1) The testing laboratory to meet Oregon accreditation standards in OAR 918-306-0120 for each of its certification programs for which it seeks accreditation and be approved according to OAR 918-306-0100; and

(2) Examination and continued approval of the testing laboratory under OAR 918-306-0220.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0120**

### **Laboratory Organization**

The laboratory shall:

- (1) Be an independent, third-party testing and inspection company with no direct or indirect affiliation with manufacturers, suppliers or vendors of the products it certifies under this rule;
- (2) Not engage in the promotion or design of the product being evaluated, tested or certified; and
- (3) Have sufficient diversity of clients or activity and financial net worth, so loss or award of a certification contract would not be a material factor in the financial well-being of the laboratory.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0015

## **918-306-0130**

### **Laboratory Professional and Ethical Business Practices**

The laboratory shall be operated in accordance with generally accepted professional and ethical business practices and shall:

- (1) Perform the examinations, tests, evaluations and inspections required under the certification programs in accordance with the designated standards and procedures;
- (2) Assure that reported values accurately reflect measured data;
- (3) Limit its work to that for which it has the competence and capacity to fulfill;
- (4) Provide in its agreement with the client that it shall be free to publicize information concerning safety hazards and failures to meet certification and listing standards and to provide information requested by regulatory agencies;
- (5) Maintain a consumer complaint file dealing with written complaints and resolve complaints contesting test results and certifications fairly and promptly;
- (6) Be able to perform all examinations, tests, evaluations and inspections for certification of products for which it is approved, according to the latest effective version of applicable safety standards and require all certified products produced after the effective date comply with such standards; and
- (7) Maintain an independent relationship between its clients, affiliates or other organizations, so that the laboratory is able to issue test reports and certifications objectively and without bias.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0020

**918-306-0140**

**Quality Control System**

The laboratory shall:

- (1) Maintain a quality control system to assure accuracy and technical integrity;
- (2) Have a quality control manual or a laboratory operations control manual with written procedures, references and information covering certification of each product for which accreditation is sought. The contents must be adequate to guide a testing technician or inspector through the required tests and inspection; and
- (3) Keep an updated copy of applicable manuals at the work site for use by laboratory personnel and make manuals available to the division for review and audit.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0025

**918-306-0150**

**Laboratory Personnel**

- (1) Laboratory personnel shall be competent to perform the tests, examinations, reevaluations and inspections for certification program of each product for which accreditation is sought.
- (2) Staff competency shall be verified at least annually by observations or examinations. This shall be conducted by qualified persons selected by the manager having technical responsibility for the laboratory operations.
- (3) A training program for assuring new or untrained staff will be able to perform tests and inspections properly and uniformly to the requisite degree of precision and accuracy shall be maintained.
- (4) The laboratory shall maintain records, including dates of training, observation or examination of personnel performance.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0030

**918-306-0160****Electrical Product Certification**

The laboratory shall calibrate, verify and maintain its facilities and equipment used for each test method for products for which accreditation is sought. It shall maintain:

(1) A description of the procedures used in calibrating, verifying and maintaining the test equipment and facilities, including as applicable:

- (a) Calibration and verification equipment or services used;
- (b) Reference standards and materials used;
- (c) Measurement assurance, corroborative references, or other programs in which the laboratory participates;
- (d) Specified maintenance practices.

(2) Calibration and verification records, including as applicable:

- (a) Equipment description or name;
- (b) Name of manufacturer;
- (c) Model, style and serial number, or other identification;
- (d) Equipment variables subject to calibration and verification;
- (e) Statement of the instrument's allowable error and tolerances of readings;
- (f) Calibration and verification schedules (intervals);
- (g) Dates and results of last calibrations including "as received" results, or verifications and schedule of future calibrations or verifications;
- (h) Name of laboratory person or outside contractor providing the calibrations or verification service;
- (i) Traceability to National Institute of Standards and Technology or other standard reference authority as required.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0035

**918-306-0170****Records**

(1) The laboratory shall maintain records and prepare reports of tests, inspections and certification activities associated with each product for which approval is sought. The laboratory shall make available to the division, upon request, a typical completed test or inspection report with the name of the client and source of any product deleted.

(2) Test and inspection reports shall be retained for at least three years and contain as applicable:

- (a) Name and address of the laboratory;
- (b) Pertinent dates and identification of tests or inspections;
- (c) Name of client;
- (d) Description and identification of the sample including, as necessary, where and how the sample was selected;
- (e) An appropriate title;
- (f) Identification of the test, inspection or procedure as specified for the certification program;
- (g) Known deviations, additions to, or exclusions from testing, inspection and certification activities to be appropriate to new or innovative products not contemplated by the standard;
- (h) Measurements, examinations, derived results and identification of test anomalies;
- (i) A statement whether or not the results comply with the requirements of the standard;
- (j) Signature of person(s) having responsibility for the report;
- (k) Data generated during testing if not included in the test report, such as raw data, calculations, tables, graphs, sketches and photographs;
- (l) Sample control forms documenting the receipt, handling, storage, shipping and testing of samples or a written description of the procedures and separate records that are maintained to control these operations;
- (m) Copies of applicable standards and other documents referred to or used in performing each test or inspection for product certification for which approval is sought;
- (n) Records of its quality control checks and audits for monitoring its test work associated with its certification programs, including records of products assurance (follow-up) test results and records of detected errors and discrepancies and actions taken subsequent to such detection;
- (o) Written complaints and disposition.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0045

## **Product Certification Operations**

### **918-306-0200**

#### **Product Certification Process**

A testing laboratory shall be approved only to certify those products, or product categories, identified in its application. The certification program shall contain procedures to ensure certified product complies with the standards (requirements) established by the program. To be considered, a testing laboratory shall undertake to be bound by the following:

(1) Electrical Product Safety Standard Used. The standards used as the basis of the certification program shall be those adopted by the board in OAR 918-305-0100.

(2) If a testing laboratory desires to use a published standard other than one allowed in section (1) of this rule, it shall petition the board for approval of the standard.

(3) Components of Certified Products. Components of certified products shall be evaluated for compliance with standards applicable to such components or found to be suitable for use in the product as stated in the end product standards.

(4) Certification Agreement. Measures, such as the following, to provide for manufacturer compliance with the provisions of the product standard and laboratory control of the use of certification mark shall be embodied in an agreement between the manufacturer and the testing laboratory:

(a) Require the manufacturer to provide such information and assistance as needed by the testing laboratory to conduct the necessary product conformity and production assurance evaluation;

(b) Require the manufacturer to provide testing laboratory's representative access during working hours to the factory for inspection and audit activities without prior notice;

(c) Restrict the manufacturer to application of certification marks only to products that comply with requirements of the product standard;

(d) Secure the manufacturer's agreement to the publication of notice by testing laboratory where hazard is determined and the product is already available in the marketplace;

(e) Require reevaluation of product as a condition of continued use of the certification mark whenever the standard covering a certain product is revised;

(f) Provide for notification of the laboratory of the manufacturer's personnel responsible for and authorized to institute product recall in the case of a hazard;

(g) Provide for control of certification marks (or labels) by the testing laboratory;

(h) Require that the testing laboratory provide to the manufacturer a report of original product evaluation which documents by test results and other data when conformity with the applicable product standard is achieved;

(i) Require the manufacturer to provide the identification of the manufacturer or vendor of the product, and, if the product is produced in more than one location, the place of manufacture of the product.

(5) Identification of Certified Products:

(a) Certified products shall be labeled or marked with the certification mark of the approved testing laboratory;

(b) The certification mark shall:

(A) Be owned by the testing laboratory and be registered as a certification mark with the U. S. Patent Office;

(B) Not be readily transferable from one product to another;

(C) Be directly applied to each unit of production in the form of labels or markings suitable for the environment and use of the product, except where the physical size of the unit does not permit, in which case markings may then be attached to the smallest package in which the unit is marketed;

(D) Include name or other appropriate identification of the testing laboratory;

(E) Include product category where such is not completely obvious.

(6) Directory (List) of Certified Products. The testing laboratory shall publish annually a Products Directory to identify products that are authorized to bear the laboratory's certification mark (label). The Products Directory shall briefly describe the program, the products covered, the name of the manufacturer or vendor of the certified products, and the identification of the published standards or the compiled requirements on which the program is based, and shall be available to the public. Supplemental up-to-date information shall be publicly available at the office of the testing laboratory at any time during normal business hours.

(7) Original Conformance (Engineering) Evaluation. Prior to authorizing the use of certification mark on a product, the testing laboratory shall:

(a) Determine by examination, tests or combination that representative samples of the product comply with the requirements (standard). Components of certified products shall also be required to comply with the safety standards (requirements) applicable to such components or found to be suitable for use as stated in the end product standard. Evaluation of the product design shall be made on representative production samples or on prototype product samples with subsequent verification that factory productions is the same as the prototype;

(b) Determine that the manufacturer has the necessary facilities, test equipment and control procedures to ensure that continuing production of the product complies with the requirements.

(8) When the testing laboratory completes all production tests and the certification marks are applied by laboratory personnel, the testing laboratory shall maintain the required records in lieu of the manufacturer.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0050

## **918-306-0210**

### **Product Assurance Activities**

(1) General. Concurrent with and subsequent to authorizing the manufacturer to use the testing laboratory's certification mark, the testing laboratory shall establish a factory follow-up inspection program to determine continued compliance of certified products with the applicable standard.

(2) Follow-up Inspection Manual. The testing laboratory shall prepare and use an inspection manual prepared by the testing laboratory establishing the conditions governing the use of the certification mark on the products and shall include:

(a) The identification of the products authorized for certification;

(b) Identification of manufacturer and plant location at which manufacture and certification is authorized;

(c) Description, specifications and requirements applicable to product;

(d) Description of processes where needed for control purposes;

(e) Description of manufacturer's quality assurance program when used as part of follow-up program;

(f) Description of inspections and tests to be conducted by the manufacturer and the inspector;

- (g) Description of counter check tests to be conducted in laboratory; and
  - (h) The form and means of applying the certification mark.
- (3) Follow-up Procedures and Activities. Follow-up procedures and activities shall include the following:
- (a) Periodic unannounced inspection at the factory with testing at the factory or testing laboratory of representative samples selected from production and, if appropriate, from the market:
  - (b) Periodic auditing or surveillance of the manufacturer's quality assurance program through the witnessing of manufacturer's tests, review of the manufacturer's records and verification of the manufacturer's produced data;
  - (c) Investigation of alleged field failures;
  - (d) Procedures for control of the use of the certification mark by:
    - (A) Keeping records of the release and use of certification marks;
    - (B) Removal of marks from noncomplying products;
    - (C) Return or destruction of unused marks when the authority to use the marks is terminated; and
    - (D) Legal action.
  - (e) Frequency of Follow-up. The frequency of follow-up inspections shall be sufficient to provide a reasonable check on the means which the manufacturer exercises to assure that the product bearing the certification complies with the applicable standards. The frequency shall not be less than once each three months, unless adequate data is provided to the board to justify less frequent inspections.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.760

Hist.: DC 9-1980, f. & ef. 8-29-80; DC 10-1982, f. & ef. 3-1-82; DC 8-1984(Temp), f. & ef. 3-8-84; DC 22-1984, f. & ef. 5-15-84; Renumbered from 814-022-0160; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-330-0055

## **Review of Laboratory Operation**

### **918-306-0220**

#### **Reexamination Schedule**

- (1) Testing laboratories shall be reexamined under the following schedule:
  - (a) Laboratories initially approved shall be examined at the end of one year;
  - (b) Laboratories in good standing shall be examined every three years; and
  - (c) Laboratories not in good standing shall be examined more frequently.
- (2) Laboratories examined shall be billed for actual expenses following the reexamination.

Stat. Auth.: ORS 479.760



Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-306-0230**

**Items to be Covered on Reexamination**

On reexamination, laboratories shall be examined for corrections required in prior examinations and to determine whether the laboratory continues to meet Oregon requirements.

Stat. Auth.: ORS 479.760

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**Field Evaluation of Electrical Products**

**918-306-0300**

**Authority**

Field evaluation rules are authorized by ORS 479.730.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**Processes for Field Evaluation and Review of Installation**

**Safety**

**918-306-0310**

**Products That Can Be Field Evaluated**

- (1) Except as provided in section (2) of this rule, all electrical products not exempted shall be certified as provided in ORS 479.760 under procedures adopted in OAR 918-306-0010.
- (2) The following electrical products may be field evaluated according to the procedures in these rules by an approved field evaluation firm or special deputy:
  - (a) Unique or specialty electrical products provided:
    - (A) There are no more than two manufacturers of the product; and

(B) There is limited production of the products.

(b) Products listed by a nonapproved testing laboratory manufactured to standards equivalent to those adopted by the board;

(c) An unlisted product delivered to an Oregon purchaser who requested a product certified to electrical standards adopted by the board provided:

(A) The purchaser provides proof to the inspecting jurisdiction, if requested, that a listed certified product was sought or promised; and

(B) There are extenuating circumstances preventing the return of the product;

(d) A product used in a hazardous location as described in the **Electrical Specialty Code** which invalidates its exemption from certification under ORS 479.540;

(e) A product applied outside of the product classification or that is modified, invalidating its listing and certification;

(f) Mass-produced or commercially-produced products intended for certification listing with a testing laboratory provided a request for field evaluation is filed with the Chief Electrical Inspector, the request is approved by the division, each product is separately evaluated, and the following timelines are not exceeded:

(A) Up to three months for development and test marketing, provided the manufacturer provides proof of a bona fide intent to seek testing laboratory listing and certification; or

(B) Up to six months to allow testing laboratory approval for listing provided the manufacturer provides proof of an agreement for approval and testing and the qualification process is under way; and

(C) Up to an additional six months upon proof that additional time is necessary for the testing laboratory to complete testing and listing provided the delay is not caused by the manufacturer or person seeking certification.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0320**

### **Product Evaluation Procedures**

The following minimum procedures shall be followed for field evaluation of electrical products. It is not the intent of these procedures that any inspection or testing would render the product unusable:

(1) Standards. Field evaluation shall be to:

(a) The approved product standard, including other standards referenced in that standard; or

(b) Any of the following as relevant, if there is no Oregon approved product standard:

(A) Parts of board-approved product standards researched and determined by the field evaluation firm as being

applicable and documenting the specific standard references utilized; and

(B) **American National Standards Institute (ANSI)** standards adopted as of August 22, 1996, **National Fire Protection Association (NFPA) 70-1996 Edition**, NEMA standards as of August 22, 1996, and the **1996 Oregon Electrical Specialty Code (1996 National Electrical Code with Oregon amendments)**).

(2) The following protocols shall be followed for field evaluation:

(a) A visual inspection shall be made of all components to determine if the component is listed or recognized by a board-approved testing laboratory:

(A) A listed product shall be evaluated to determine whether it is applied within its product classification or whether there is modification invalidating the listing;

(B) A recognized component shall be evaluated to determine if its application meets the conditions of acceptability that are part of the recognition;

(C) Nonlisted or nonrecognized products should be replaced or tested to the approved component standard to determine acceptability for the specific application;

(D) Unmarked components shall require documentation to determine listing or recognition and shall be evaluated according to this section.

(b) When it is determined that the product meets the requirements in subsection (a) of this section and is acceptable for energizing, production type testing shall be performed including but not limited to:

(A) Dielectric withstand tests on main power circuits;

(B) Heat rise tests on the operating assembly; and

(C) Other nondestructive tests required by the approved product standard.

(c) Upon completion of each inspection or testing evolution, a technical report shall be prepared and issued;

(d) Upon final completion of the field evaluation and application of the field evaluation label, a final report shall be prepared and issued. The final report shall, as a minimum, cover:

(A) A summary of the work done, identifying the person asking for the field evaluation; the person completing the evaluations; date(s) of performance and completion of the evaluation; and summary of the results of evaluation and testing;

(B) Conditions of acceptability and restriction on use shall be included in the report;

(C) The standards used to perform the evaluation;

(D) Identification of the equipment evaluated, the manufacturer, model number, serial number and electrical ratings;

(E) The detailed procedures of the evaluation, inspection and tests;

(F) Results of tests and operation of the equipment, inspection and resolution of discrepancies found;

(G) Test and measurement equipment used in the evaluation and related calibration data; and

(H) Appendices with applicable drawings, schematics, test forms, photographs and other supporting documentation.

(I) In the final report the serial number(s) of the field evaluation label(s) shall be included with the equipment

identification,

(e) Copies of all reports shall be provided to the:

(A) Person requesting the evaluation;

(B) Inspecting jurisdiction; and

(C) State Chief Electrical Inspector, unless waived.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0330**

### **Reviewing Compliance with Electrical Installation Safety Code**

(1) Interpretation. As used in ORS 479.540, the "minimum electrical installation safety code" means the **Electrical Specialty Code**.

(2) A municipality may require a report from an approved field evaluation firm to determine whether a product meets the "minimum electrical installation safety code" only when:

(a) An inspection of the product shows one or more Electrical Specialty Code violations and replacement or corrective action is necessary to bring the product into compliance;

(b) The marking on the product, component or engineering specifications cannot be understood (such as when in a foreign language, or when there are no listing or recognized component markings from a board-approved testing laboratory on the product or its components); or

(c) When the jurisdictional authority requires verification the product is installed in compliance with the **Electrical Specialty Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

### **Approval of Field Evaluation Firms**

## **918-306-0340**

## **General Requirement for Approval of Field Evaluation Firms**

Approval of a field evaluation firm requires:

- (1) The firm to meet Oregon approval standards in these rules for each evaluation program for which it seeks approval and be approved according to OAR 918-306-0350;
- (2) Examination and continued approval under OAR 918-306-0360; and
- (3) Payment of actual expenses of examination and evaluation.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

### **918-306-0350**

#### **Checklist for Applicants**

The application for approval as a field evaluation firm shall require proof that the firm:

- (1) Is an independent, third-party inspection company with no direct or indirect affiliation with manufacturers, suppliers or vendors of the products it evaluates;
- (2) Is primarily engaged in the business of testing electrical products, equipment and systems;
- (3) Does not engage in the promotion or design of the product being evaluated, and
- (4) Has sufficient diversity of clients or activity and financial net worth, so loss or award of an evaluation contract would not be a material factor in the financial well-being of the firm;
- (5) Operates in accordance with generally accepted professional and ethical business practices; and
  - (a) Performs examinations, tests, evaluations and inspections required under the field evaluation programs in accordance with the designated standards and procedures;
  - (b) Assures that reported values accurately reflect measured data;
  - (c) Limits its work to that for which it has the competence and capacity to fulfill.
- (6) Provides in its client agreement that it may publicize information concerning safety hazards and failures to meet field evaluation standards and to provide any information requested by regulatory agencies.
- (7) Maintains a consumer complaint file dealing with written complaints and resolve complaints contesting test results and evaluations fairly and promptly.
- (8) Be able to do all examinations, tests, evaluations and inspections for field evaluating labeling of products for which it is approved.
- (9) Maintains an independent relationship between its clients, client affiliates or other organizations so the firm's ability to issue reports and certifications objectively and without bias is not adversely affected;
- (10) Has a quality control manual as provided in OAR 918-306-0140;

- (11) Has personnel meeting the requirements of OAR 918-306-0150;
- (12) Has test and measurement equipment meeting the requirements of OAR 918-306-0160;
- (13) Maintains records according to OAR 918-306-0170; and
- (14) Maintains an up-to-date library of all product standards relating to products being evaluated.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-306-0360**

**Examination Schedule for Field Evaluation Firms**

- (1) Approved field evaluation firms shall be examined under the following schedule:
  - (a) Firms initially approved shall be examined at the end of one year; and
  - (b) Firms in good standing shall be examined every three years.
- (2) Firms examined shall be billed for actual expenses following the reexamination.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-306-0370**

**Items to be Covered on Examination**

On examination, field evaluation firms shall be examined for corrections required in prior examinations and to determine whether the firm continues to meet Oregon requirements.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**Operating Equipment and Procedures**

**918-306-0380**

## **Quality Control Manual**

The firm shall:

- (1) Maintain a quality control system to assure accuracy and technical integrity;
- (2) Have a quality control manual or a firm operations control manual with written procedures, references and information covering evaluation of each product for which approval is sought. The contents must be adequate to guide a testing technician or inspector through the required tests and inspection; and
- (3) Keep an updated copy of all applicable manuals at the work site for use by firm personnel and make manuals available to the division for review and audit.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0390**

### **Field Evaluation Firm Personnel**

- (1) Firm personnel shall be competent to perform the tests, examinations, reevaluations and inspections for field evaluation of each product for which approval is sought.
- (2) Staff competency shall be verified at least annually by observations or examinations by qualified persons selected by the manager having technical responsibility for the firm's operations.
- (3) A training program to assure new or untrained staff will be able to perform tests and inspections properly and uniformly to the requisite degree of precision and accuracy shall be maintained.
- (4) The firm shall maintain records, including dates of training, observation or examination of personnel performance.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0400**

### **Electrical Evaluation Equipment**

The firm shall calibrate, verify and maintain its facilities and equipment used for each test method for products for which approval is sought. It shall maintain:

- (1) A description of the procedures used in calibrating, verifying and maintaining the test equipment and facilities, including as applicable:
  - (a) Calibration and verification equipment or services used;
  - (b) Reference standards and materials used;

- (c) Measurement assurance, corroborative references, or other programs in which the laboratory participates;
- (d) Specified maintenance practices.
- (2) Calibration and verification records, including as applicable:
  - (a) Equipment description or name;
  - (b) Name of manufacturer;
  - (c) Model, style and serial number, or other identification;
  - (d) Equipment variables subject to calibration and verification;
  - (e) Statement of the instrument's allowable error and tolerances of readings;
  - (f) Calibration and verification schedules (intervals);
  - (g) Dates and results of last calibrations including "as received" results or verifications and schedule of future calibrations or verifications;
  - (h) Name of laboratory person or outside contractor providing the calibration or verification service;
  - (i) Traceability to National Institute of Standards and Technology or other standard reference authority as required.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0410**

### **Records**

- (1) The firm shall maintain reports and supporting data as records of evaluation activities associated with each product inspected and tested for which approval is sought. The firm shall make available to the division, upon request, a typical completed test or inspection report deleting the name of the client and source of any product.
- (2) Test and inspection reports shall be retained for at least three years and contain as applicable:
  - (a) Name and address of the evaluation firm;
  - (b) Pertinent dates and identification of tests or inspections;
  - (c) Name of client;
  - (d) Description and identification of the sample including, as necessary, where and how the sample was selected;
  - (e) An appropriate title;
  - (f) Identification of the test, inspection or procedure as specified for the certification program;



- (g) Known deviations, additions to or exclusions from testing, inspection and certification activities to be appropriate to new or innovative products not contemplated by the standard;
- (h) Measurements, examinations, derived results and identification of test anomalies;
- (i) A statement whether or not the results comply with the requirements of the standard;
- (j) Signature of the person having responsibility for the report;
- (k) Data generated during testing if not included in the test report, such as raw data, calculations, table, graphs, sketches and photographs;
- (l) Sample control forms documenting the receipt, handling, storage, shipping and testing of samples or a written description of the procedures and separate records that are maintained to control these operations;
- (m) Records of its quality control checks and audits for monitoring its test work associated with its certification programs, including records of products assurance (follow-up) test results and records of detected errors and discrepancies and actions taken subsequent to such detection.

Stat. Auth.: ORS 479.730

Stats. Implemented: ORS 479.730

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **Certification Through Special Deputies**

### **918-306-0500**

#### **Limitations on Acceptance for Special Deputy Certification**

- (1) All electrical products requiring certification shall be certified through testing and listing by an approved testing laboratory, except the following which shall be accepted for special deputy certifications:
  - (a) Limited Oregon Sales. Up to three assemblies of an electrical product if:
    - (A) No more than three similar products exist;
    - (B) There are no more than two manufacturers of the same or similar product, and the person requesting certification does not intend to seek further special deputy certification of the product for sale in Oregon;
    - (C) Not more than three Oregon sales and special deputy certifications are requested over any two-year period, and the product is tested and listed by a testing laboratory that is not Oregon approved; or
    - (D) Except as provided in subsection (b) of this section, an Oregon purchaser in good faith requests an Oregon listed product, is provided a product that is not Oregon certified and there are exigent circumstances preventing a return and reorder;
  - (b)(A) For the purposes of section (1)(a) of this rule, "three similar products" includes custom assembled products intended for the same general purpose; and
  - (B) The exception in subsection (1)(a)(D) of this rule provided the Oregon purchaser verifies an Oregon certified

product was requested or there was no waiver of the certification requirement and cooperates with the compliance section, if enforcement action is taken against the seller.

(c) Production Line Products. Mass-produced or commercially-produced products intended for eventual testing laboratory certification and listing shall be accepted for special deputy certification where it takes:

(A) Up to three months for development and test marketing, provided there is proof of a bona fide intent to seek testing laboratory listing and certification; or

(B) Up to six months to allow testing laboratory approval for listing upon proof a bona fide agreement for approval and testing was entered into and the process is under way.

(2) Extension up to six months shall be granted under subsection (1)(b) of this rule upon proof that additional time is necessary for the testing laboratory to complete testing and listing as long as the delay is not caused by the manufacturer or person seeking certification.

Stat. Auth.: ORS 479.760

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

## **918-306-0510**

### **Special Deputy Certification Procedures**

When a product is accepted for special deputy certification under ORS 479.760 and OAR 918-306-0500:

(1) A division inspector determines if the product meets applicable minimum safety standards adopted by the board by:

(a) Examining the product and its components for compliance with applicable board-approved standards;

(b) Reviewing the assembly of labeled, listed, recognized or noncertified components for correct and applicable application, installation and circuit protection. Noncertified components should be replaced and may be subject to further investigation or testing to the applicable component standard;

(c) Reviewing code compliance; and

(d) Requiring "production type" testing where required by the applicable product safety standard adopted by the board.

(2) A certification label is attached by the special deputy inspector on the product, or placement of a certification label is authorized.

(3) When production line products are accepted for special deputy certification, the special deputy examines the product to board-approved standards, follows the procedures in section (1) of this rule to determine if it meets minimum safety standards and reviews production quality controls. The division authorizes attachment of labels to future production that follows quality control plans. Periodic visitations are made to the manufacturing site by the special deputy. Certification is conditioned on future production continuing to meet product specifications and manufacturing requirements.

Stat. Auth.: ORS 479.760

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

918-306-0520

Submission Requirements for Product Approval by Special Deputy

Applications for:

- (1) Product approval by a special deputy shall be accompanied by a specimen, sample or prototype, or advice on the location of a site-specific or use-specific product that was field assembled, and engineering data, wiring diagrams and other test data available to evaluate the product; and
- (2) Certification of production produced in volume shall, in addition to section (1) of this rule, provide documentation of the quality control process proposed to be used in the manufacturing, assembly or production of the product.

Stat. Auth.: ORS 479.760

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

918-306-0530

Fees and Procedures

- (1) Applicants requesting product approval by special deputies shall pay hourly fees in OAR 918-309-0070 for "other inspections" or any successor rule. If it is determined by the division testing or evaluation through a laboratory or engineering firm is needed, the person requesting special deputy certification shall pay the company doing the testing or evaluation directly.
- (2) Inspection fees shall be paid prior to inspection. If the exact amount cannot be determined in advance, an amount sufficient to pay the estimated fee shall be deposited with the division prior to inspection. Any portion of the deposit not required for the fee shall be refunded to the applicant upon written request.

Stat. Auth.: ORS 479.760

Stats. Implemented: ORS 479.760

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 307**

**ENFORCEMENT**

**918-307-0000**

**Electrical Safety Law - Penalty Guidelines**

(1) Scope and Authority.

(a) This rule sets guidelines for civil penalties for violations of the Electrical Safety Law, ORS Chapter 479 and the electrical rules including the **Electrical Specialty Code**;

(b) This rule is authorized by ORS 479.730 and carries out ORS 479.830 and 455.895.

(2) Definitions. For the purposes of this rule:

(a) A "flagrant violation" is:

(A) An act by a contractor, property owner or property manager who:

(i) After being notified of a violation, intentionally continues it;

(ii) Knowingly or recklessly uses unlicensed individuals to make an electrical installation; or

(iii) While required by a contract or bid specification to obtain a permit directly, fails to do so and proceeds to make an electrical installation.

(B) An act by a home owner or other person approved by statute making an installation who, after being notified of a violation, intentionally continues it.

(b) "Penalty order" is the entry of an administrative order either:

(A) Assessing a penalty; or

(B) Finding a violation regardless of whether a penalty is assessed.

(3) Civil penalty amounts. A "subsequent violation" is a repeat violation of any electrical statute or rule within a 36-

month period of any order for the same violation.

(a) A penalty of no less than \$250 for the first violation and \$500 for subsequent violations shall be charged for violations of:

(A) OAR 918-271-0010 for failure to request a timely electrical inspection; or

(B) Electrical Safety Law or rule, including code, not expressly mentioned in this rule.

(b) A penalty of no less than \$250 for the first violation, \$500 for the second violation and \$1,000 for subsequent violations of ORS 479.550 shall be charged for failure to obtain an electrical permit.

(c) A penalty of \$500 for the first violation and \$1,000 for subsequent violations of:

(A) ORS 479.610, sale or disposal of an uncertified electrical product;

(B) ORS 479.710 supervising or directing the making of an electrical installation which does not meet minimum safety standards, the **Electrical Specialty Code**, or removing, transferring, altering or tampering with an inspection permit, label, tag or other indicia of inspection placed upon or at a job site;

(C) OAR 918-271-0030 for failure to correct electrical work to comply with a correction notice issued by an authorized electrical inspector;

(D) ORS 479.620 for violations of licensing requirements; or

(E) ORS 479.730 for allowing an unlicensed person to do electrical work.

(4) Procedures.

(a) Except as provided in section (6) of this rule, civil penalties shall be brought by staff, and assessed by the Electrical and Elevator Board upon review of the proceeding as set out in this rule;

(b) Civil penalties may be lowered from the amount set in this rule, waived where further mitigation is warranted or resolved by stipulation as provided in section (6) of this rule.

(5) Optionally, if civil penalties are sought under ORS 455.895 for a continuing violation, staff shall seek and the board shall recommend to the director the assessment of \$1,000 per occurrence, or per day, for a continuing violation that is a flagrant violation of the Electrical Safety Law or rules.

(a) Continuing violations under ORS 455.895 shall only be brought for flagrant violations.

(b) If a dispute concerning the application of the **Electrical Specialty Code** is appealed to a local appeals board, to the Chief Electrical Inspector or the board under ORS 455.690, or both:

(A) No civil penalty shall be sought or assessed for violation of the code provision that was appealed, until after the appeal or interpretation is resolved and a reasonable time, not more than 20 calendar days, is allowed to make corrections, if corrections are necessary;

(B) Notwithstanding an administrative appeal, civil penalties can be brought or assessed for failure to obtain a permit if the issues on appeal do not involve the question of whether a permit was necessary;

(C) The obligation is on the person charged or about to be charged for violation to advise of an appeal under this subsection.

(6) Resolution by Stipulation.

(a) Division staff is authorized to seek resolution by stipulation, subject to acceptance and approval by the board or administrator under ORS 455.895, if:

(A) The matter is resolved before entry of an order assessing penalty;

(B) The respondent corrects or proceeds to correct all deficiencies itemized by staff or appropriate inspector within the time allowed; and

(C) The penalty amount agreed to is tendered in cash, certified check, bank draft, cashiers check or postal money order, along with the stipulation.

(b) A stipulation shall not be accepted for less than the guideline provided in this rule, if the violation is for failure to obtain a required permit and a permit is not obtained as part of the resolution.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 455.895 & 479.830

Stats. Implemented: ORS 479.730 & 479.830

Hist.: DC 11-1978, f. 4-3-78, ef. 7-1-78; DC 10-1982, f. & ef. 3-1-82; DC 22-1982, f. & ef. 10-15-82; DC 1-1987, f. & ef. 2-18-87; Renumbered from 814-022-0420; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-270-0030; BCD 7-1997, f. & cert. ef. 4-1-97; BCD 16-1997, f. 9-30-97, cert. ef. 10-1-97

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 308**

**MUNICIPAL ADMINISTRATION**

**Delegation and Oversight**

**918-308-0000**

**Electrical Delegation Rules**

The rules in OAR 918-308-0000 to 918-308-0430 shall be referred to as the Electrical Delegation Rules.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96

**918-308-0010**

**Standards for Delegation**

Administration and enforcement of the electrical program shall only be delegated under ORS 479.855 to municipalities meeting the following minimum performance standards:

- (1) The municipality shall be ready, willing and able to fully operate the electrical program on the effective date of delegation, July 1.
- (2) The municipality shall create and maintain minimum services which are at least reasonably the same level of electrical administrative, enforcement and inspection services presently provided to the area. Minimum administrative, enforcement and inspection services include the "Ongoing Requirements" in the Electrical Delegation Rules.
- (3) Operation of the program shall be financially feasible without unduly increasing short-term and long-term cost of electrical inspection services to the public, both in the areas delegated and, if applicable, the remaining program to the



surrounding area.

(4) The municipality shall demonstrate its ability to carry out the proposed electrical program.

(5) The requirements in the Electrical Delegation Rules are in addition to rules adopted by the Department in OAR 918-020-0070 through 918-020-0220 for municipalities that apply to undertake inspection programs.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0100

## **918-308-0020**

### **Check List for Application for Delegation of Electrical Program**

A municipality seeking delegation or renewal of delegation of the electrical program shall:

(1) Comply with ORS 455.150; and

(2) If the municipality is applying for delegation for the first time, it shall file an application for delegation of the electrical program under the Electrical Delegation Rules. The application shall:

(a) Be filed by the governing body of the municipality prior to January 1 of the year for which delegation is sought;

(b) Be based on a resolution of the municipality formally authorizing the application, and representing if the application is granted, the municipality and all persons under it will comply with and be bound by the Electrical Delegation Rules;

(c) Include a proposed ordinance for administration and enforcement of the electrical program;

(d) Include an operating plan showing it meets the minimum standards for delegation in the Electrical Delegation Rules; and

(e) Note any differences in service or inspections from present services and inspections to be provided on delegation.

(3) If the municipality is requesting its first renewal, it shall file relevant amendments or updates to its initial application and note this is its first renewal application.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0130

## **918-308-0030**

### **Check List for Proposed Ordinance**

The proposed ordinance establishing the municipal electrical program shall, among other things, adopt:

(1) The **Electrical Specialty** and **One and Two Family Dwelling Specialty Codes** by reference;

- (2) Identical or compatible administrative provisions for the electrical programs including requirements for permits and authority to issue stop work and correction orders;
- (3) Enforcement authority dealing with persons who start work without permits, fail to call for inspections, fail to make corrections or otherwise violate the electrical requirements;
- (4) Plan review requirements, if any;
- (5) Minor label and bulk label procedures, as applicable;
- (6) Temporary permit procedures; and
- (7) Electrical fees.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0140

## **918-308-0040**

### **Check List for Operating Plan and Documentation**

An "operating plan" is the municipality's strategy for carrying out the goals and objectives for its electrical inspection program commencing on July 1 of the year for which delegation is sought. "Strategy" means what, how and when it will be done. The operating plan shall include:

- (1) Strategies and written agreements, where relevant, for handling the transition from the losing jurisdiction to applicant including arrangements made for:
  - (a) Open permits and inspections ongoing as of July 1;
  - (b) Enforcement actions pending on July 1;
  - (c) Being fully operational on July 1 including staffing and training of permit and other personnel;
  - (d) Informing contractors and others of the changeover of inspecting jurisdictions, jurisdictional boundaries and requirements covering permits and procedures, inspection procedures, temporary permit procedures, plan review requirements and fees; and
  - (e) Employees presently providing the electrical inspection services in the area covered by the application and how applicant will deal with ORS 236.605:
- (A) If the matter was resolved by the applicant and losing jurisdiction, or with the jurisdiction and the inspector, provide a copy of the agreement and a statement by applicant's municipal counsel that all employee rights under ORS 236.605 were preserved;
- (B) Any assertion that ORS 236.605 is not applicable to the transaction must be from applicant's municipal counsel.
- (2) Strategies for electrical operations including:
  - (a) Inspectors and inspections:

(A) When will certified electrical inspectors be hired, how will applicant be operational by July 1 and how will inspectors be used to carry out the program;

(B) Where more than one inspection office is involved, how will inspectors be deployed;

(C) If the electrical program is offered jointly with another municipality or parts of another municipality, the agreement between municipalities, which ordinances will apply in the different areas, what offices and staff assignments will be made and what boundaries are involved; and

(D) If electrical services will be provided by a contractor, the operating plan to be followed including inspection, coverage of prolonged absences and administration and an agreement by the contractor to be bound by the Electrical Delegation Rules.

(b) Code interpretations. How will code interpretations be provided and when will electrical inspectors be available to provide them. This should cover each office;

(c) Conflict resolution. How will conflicts in electrical code interpretations between inspectors or inspectors and the public be resolved at the local level, what rights of appeal will the public be advised of, and how will conflicts of interest involving staff be resolved;

(d) Plan review. Will plan review be required and if so which installations require plan review;

(e) Turn-around time. What will be the response time to inspection requests, what correction notices will be used, when will reinspection be required, and how and where will permit and inspection records be kept. If a contractor is used, will contractor records be made available at the municipality's offices in the event of a review of electrical operations. Attach related forms to be used;

(f) Enforcement. How and when will license checks and permit and code compliance be monitored, who will be involved and how will violations be enforced. If the electrical inspector is not full time with the municipality, who will do license checks and other enforcement during the inspector's absence;

(g) Use of labels. What labels will be used and what internal procedures will be followed for minor installation labels and bulk labels if the municipality uses bulk labels;

(h) Temporary permits. What temporary permit procedures are adopted by the municipality to deal with OAR Chapter 918, Division 309 or for days during a regular work week the municipality is not open for permit sales;

(i) Forms and records. What electrical permit application, appeal and other forms will be used and where will formal permit and inspection records be kept. Attach forms;

(j) Accounting. How will electrical revenues, direct and indirect including interest earned, be segregated from other revenues and accounted for; how will payments from and charges to that account be accounted for; and if there are electrical surpluses, will these be carried over for the electrical program between fiscal years. How will overhead, including all administrative costs, be allocated;

(k) Projections. What is applicant's projection for electrical income and expenses for the fiscal period for which the application is filed and what assumptions, such as growth or increased inspections, are relied on. What are the projections for following periods if losses are projected for the first period. If losses are projected, how these will be funded. If a contractor is used, show projections for the municipality and the contractor.

(l) Contingency plan. A plan for "back-up" inspection services.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0150

## **918-308-0050**

### **Effect on Losing Municipality**

(1) The division shall request the municipality losing inspection territory to provide:

(a) Projected revenue loss if the area involved is delegated, strategies for operations and advice if fee increases will be necessary to sustain its electrical program;

(b) Estimates of impact on staffing and continuity of services on remaining territory;

(c) Comments concerning assertions made by the applicant regarding enforcement and services presently provided; and

(d) Estimated monthly number of calls for electrical inspections and days per week required to serve the area.

(2) Responses from the losing municipality shall also be provided to applicant.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0160

## **918-308-0060**

### **Review and Approval Process**

(1) The division shall, after review of the application, submit the application to the board for comments and recommendations and grant or deny the application, or seek clarification or corrections. If additional information or technical corrections are necessary, comments may be provided and the municipality may be allowed to submit changes.

(2) If a complete and acceptable plan is not on file by March 1, the request for delegation shall be denied for that year. An extension may be granted if agreed to by the municipality, division and county involved, if the municipality is a city.

(3) If a municipality whose authority was previously revoked reapplies for delegation of the electrical program, it shall, in addition to its application, show how past deficiencies were corrected and how they will be prevented in the future.

(4) A new delegation of authority shall be provisional for a year. A municipality receiving a provisional delegation shall amend its application, if necessary, to reflect desired changes. If no amendments are filed by January 1, the prior application shall be used. The division shall make site visitations as necessary to inform itself of how the electrical program is being administered and how the operating plan is being followed and file its report with the application. Once the application is renewed no new applications are necessary unless the delegation is revoked or yielded by the municipality.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0170

## Follow-Through Requirements

### 918-308-0070

#### Filing of Municipal Ordinance and Review of Operations

Within 60 days of delegation of the electrical program, the municipality shall file its electrical program ordinance, including adoption of local fees, with the division.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0200

### 918-308-0080

#### Updating by Existing Municipalities

(1) If a municipality is unable to implement the program following delegation, the municipality shall notify the division explaining why and outlining how enforcement will be accomplished.

(2) Municipalities with ongoing electrical programs shall update their ordinances and operating plans, to reflect current operations according to the Electrical Delegation Rules.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0210

## Ongoing and Minimum Requirements

### 918-308-0090

#### Employment of Electrical Specialty Code Electrical Inspector

(1) Each municipality shall employ at least one certified electrical inspector certified to inspect under the **Electrical Specialty Code**. This requirement may be satisfied by contracting with another municipality having a qualified inspector. Regardless of how the staffing is provided the minimum operating requirements in these rules shall also be met.

(2) The municipality shall provide the division with names and qualifications of its certified inspectors for general electrical and for one and two family dwelling inspections in time to include in the Directory of Responsibilities.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0250

**918-308-0100**

**Public Contact Procedure**

Each office having electrical inspectors shall publicize and post regular office hours providing at least one hour per day when electrical inspectors are available to take calls and provide interpretations.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0260

**918-308-0110**

**Code Interpretation Dispute Resolution**

Municipalities shall provide:

- (1) A reasonable method to resolve conflicts in code interpretation within the municipality; and
- (2) Information concerning appeal rights to the division under ORS 479.853.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0270

**Permits and Permit Issuance**

**918-308-0120**

**Permit Sales Office**

A municipality shall establish at least one office within each noncontiguous service area where electrical permits can be obtained directly or have self-issuing or temporary permit procedures for all regular work days, which excludes weekends and holidays.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0280

## **918-308-0130**

### **Electrical Permits**

Notwithstanding OAR 918-309-0010 which requires uniform permit forms and procedures, a municipality may include legal descriptions of the property where the electrical installation will be made or other information on the electrical permit application as long as the permit applicant is not required to provide the information.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0290

## **918-308-0140**

### **Internal Operations**

The municipality shall have written handouts or instructions on:

- (1) Whether electrical plan review is required and when plan review is required; and
- (2) How the municipality will deal with the temporary permit requirements.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0300

## **918-308-0150**

### **Plan for Inspection Operations**

The municipality shall:

- (1) Offer and provide inspection services within its service area excluding weekends and holidays, to meet the electrical 48-hour inspection notice requirements in the inspection section of the electrical rules.
- (2) Establish a written policy showing estimated response time for inspection requests, how and when correction notices will be used, when reinspection will be required and how and where permit and inspection records will be kept.
- (3) Provide inspections normally between 7 a.m. and 6 p.m. unless otherwise agreed to by the inspecting authority and the permit holder.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0320

## **918-308-0160**

**Plan for Compliance**

The municipality shall have a plan on how electrical permit and code violations will be handled. It shall have an ordinance allowing enforcement actions for violations.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0330

**918-308-0170**

**Accounting Plan**

The municipality shall have an accounting system which segregates electrical revenues, shows the source of electrical income including interest earned on held funds, shows charges and where electrical revenues were spent. If overhead charges to the inspecting organization are based on allocations the allocations must be supportable under general accounting principles.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0340

**918-308-0180**

**Formation of Municipal Program**

(1) Municipalities combining electrical programs shall, to the extent practicable, centralize administration and use similar procedures, regulations, permit application and permit fees within the area served.

(2) Nothing in this rule prevents a municipality from being served by more than one combination of municipalities.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0350

**Maintenance and Amendment of Plans**

**918-308-0190**

**Review and Update of Plans and Ordinances**

Each municipality shall annually review and update its electrical ordinance and operating plan to meet the requirements of the Electrical Delegation Rules.



Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0400

**918-308-0200**

**Amendment of Plans by All Municipalities with Electrical Programs**

All municipalities providing electrical inspections shall submit:

- (1) Ordinance amendments and intended effective dates and change of electrical fees, regardless of whether fees are adopted by ordinance, at least 30 days prior to public hearing.
- (2) Amendments and intended effective dates regarding the operating plan at least 30 days prior to implementation.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0410

**918-308-0210**

**Automatic Renewal**

- (1) A municipality finishing its first term of operations under its delegation must reapply for delegation the second term as provided in the Electrical Delegation Rules.
- (2) Subject to OAR 918-020-0070 through 918-020-0220, once a municipality receives a renewal of delegation when it provides subsequent timely notice prior to January 1 as required by ORS 455.150, the electrical delegation is continued without further action by the division, unless during the interim the division revokes the delegation.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-300-0420

**Program Review**

**918-308-0300**

**Review of Municipality Program**

- (1) The division shall conduct a comprehensive review of each municipality delegated administration of the electrical program at least every five years.
- (2) A comprehensive review shall be conducted by a minimum team of:

- (a) One local building official;
  - (b) One electrical contractor or contractor's representative;
  - (c) Division chief electrical inspector or state **Electrical Specialty Code** inspector if the chief inspector is unable to serve; and
  - (d) One division representative;
  - (e) Optionally, a general contractor registered with the Construction Contractors Board, if nominated by the municipality involved;
  - (f) Optionally, additional persons, depending on the size and complexity of the municipality involved, as determined and selected by the division.
- (3) A single-purpose review shall be conducted by the division chief electrical inspector or designee and others selected by the division if the operations of the municipality are at variance with its approved operating plan.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0010

**918-308-0310**

**Notice of Review**

- (1) The division shall notify a municipality 60 days in advance of a comprehensive review.
- (2) The division shall notify a municipality at least 48 hours in advance of a single purpose review.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0020

**918-308-0320**

**Initial Interview**

- (1) The division shall conduct an initial interview with the building official or designated representative as the first step in the comprehensive review process.
- (2) The initial interview shall give the building official or representative an understanding of the manner in which the review will be performed.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0030

## **918-308-0330**

### **Review of Records**

(1) The municipality shall maintain and make records available for division review. For the purpose of this rule except where the context requires otherwise, a "previous year" is the last full fiscal year for the municipality. The required records are:

- (a) Electrical permits issued during the previous two years;
- (b) Minor installation labels issued during the previous year;
- (c) Inspections performed by electrical inspectors during the previous fiscal year;
- (d) Written code interpretations made during the previous two years;
- (e) Written or recorded complaints about the program lodged with the municipality and disposition of the matters for the previous fiscal year; and
- (f) Records of revenues from electrical permits, inspections, and penalties and expenses incurred in the administration and enforcement of the electrical program for the previous fiscal year.

(2) The municipality shall report the number of electrical, structural, mechanical, plumbing and manufactured structures set-up permits issued, the number of minor labels issued and the number of electrical inspections performed by the municipality during the previous fiscal year.

(3) The program review team:

- (a) Will review the operating plan for program delegation submitted to the division under these rules to determine if the municipality is following the plan;
- (b) May require additional financial information if municipal records do not satisfactorily show application of permit and inspection funds, including interest, to the electrical program or shows charges not related to the electrical program.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0040

## **918-308-0340**

### **Inspection Review**

The division shall reinspect jobs previously inspected by municipality inspectors and accompany municipality inspectors on inspections.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-00050

## **918-308-0350**

### **Inspector Performance Ratings**

- (1) During a comprehensive review, the division shall review selected electrical inspections.
- (2) The reviewer shall assess points for any electrical violation not noted by the inspector on the following basis:
  - (a) Ten points for each mandatory item in OAR Chapter 918, Division 271;
  - (b) One-tenth point for each secondary item in OAR Chapter 918, Division 271;
- (3) An individual performance rating for selected municipality inspectors shall be determined by dividing the total points assessed for all inspection items missed by the number of inspections reviewed.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0060

## **918-308-0360**

### **Program Inspection Rating**

An inspection rating for the municipality program shall be determined by dividing the combined points assigned for all inspections reviewed pursuant to these rules by the total number of inspections reviewed.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0070

## **918-308-0370**

### **Exit Interview**

- (1) Immediately following completion of a comprehensive review, the division shall conduct an exit interview with the building official or designated representative.
- (2) The exit interviewer shall provide:

- (a) The general result of the review;
- (b) Formal notification of any items requiring immediate attention; and
- (c) Specific information to the extent such is available.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0080

## **918-308-0380**

### **Program Report**

The division shall provide the municipality a written report of its findings within 60 days of completion of a comprehensive review or within 15 days of completion of a single-purpose review.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-303-0090

### **Deficiency Citation**

## **918-308-0400**

### **Deficiency Citation**

- (1) Notice of deficiencies shall only be issued following a comprehensive or single-purpose review of the municipal electrical program.
- (2) A notice of deficiency shall be served on the building official by certified mail when:
  - (a) The municipality has an inspection rating of over 6.0;
  - (b) Any inspector has an inspection rating over 8.0;
  - (c) The municipality fails to provide minimum services as outlined in its plan; or
  - (d) The municipality fails to comply with the the Electrical Delegation Rules.
- (3) Within 30 days from the date of receipt of the deficiency notice, the municipality shall file with the division a written proposal for correcting the deficiencies noted in the audit report. The proposal shall include:
  - (a) Specific methods by which the municipality intends to correct the deficiencies; and
  - (b) A proposed timeline for completing the corrections.

(4) The division shall review the proposed correction plan and notify the municipality in writing of any items in the plan found to be unsatisfactory. The division shall set a date for submission of the final correction plan.

(5) Subject to OAR 918-308-0410 providing for a contested case hearing, if no objection is made, it will be presumed that the municipality agrees to the terms of the deficiency notice or correction requirements.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-304-010

## **918-308-0410**

### **Appeal of Deficiency Citations**

A municipality aggrieved by a notice of deficiency or the denial of proposed correction procedures may ask for a contested case hearing under ORS Chapter 183 and the Attorney General's Model Rules of Procedure.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-304-020

## **918-308-0420**

### **Notice of Program Revocation**

(1) A municipality shall be considered to be failing to comply with standards adopted by the board or as not effectively carrying out duties assumed by the municipality under ORS 479.855 if it:

(a) Receives an inspection rating that exceeds 6.0 and fails to submit an acceptable correction plan; or

(b) Fails to submit a corrective plan after receiving a notice of deficiency.

(2) The provisions of section (1) of this rule are not intended to limit the conditions when the division can seek revocation under ORS 479.855.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-304-030

## **918-308-0430**

### **Appeal of Program Revocation**

A municipality served with a notice of proposed program revocation under ORS 479.855 may ask for a contested case hearing under ORS Chapter 183 and the Attorney General's Model Rules of Procedure.

Stat. Auth.: ORS 479.855

Stats. Implemented: ORS 479.855

Hist.: BCA 11-1988, f. & cert. ef. 7-20-88; BCA 21-1993, f. 10-5-93, cert. ef. 12-1-93; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-304-040

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 309**

**PERMITS AND FEES**

**918-309-0000**

**Electrical Permits**

(1) Except as provided by OAR Chapter 918, Division 282, dealing with restricted energy transactions and limited maintenance specialty contractor-HVAC/R, the signature of a signing supervising electrician or limited supervising electrician shall be required on each permit to aid inspections by the division and indicate responsibility under ORS 479.710.

(2) A permit is required prior to start of electrical work. See OAR 918-309-0080 for temporary permit criteria. Expansion of work under a permit may be added to an existing permit prior to final inspection.

(3) A permit must be posted in a conspicuous place near the main electrical panel location. If there is no main panel installed, the permit shall be posted in a conspicuous place on the job site.

(4) An electrical permit issued to one person or firm is not transferable and shall not permit any other person or firm to perform any electrical work thereunder.

(5) Any permittee holding an unexpired permit may apply for an extension of the time within which work may be completed.

(6) Permits issued by an inspection jurisdiction under the provisions of the **Electrical Specialty Code** and these rules shall expire and become null and void if the work authorized by the permit is:

(a) Not started within 180 days from the date of permit issuance; or

(b) Suspended or abandoned for a period of 180 days after the work is started.

(7) In addition to other signing supervising electricians, the following are authorized to sign permits:

(a) A person whose qualifications are relied upon for licensing under OAR 918-282-0140 is a "supervisor" under ORS 479.560 and can sign for electrical permits or labels for work under a limited maintenance specialty contractor-HVAC/R license;



(b) A limited journeyman limited energy electrician or restricted energy technician can sign permits or labels for 100 volt-ampere or less electrical installations performed by those licensees;

(c) A "supervisor" as used in ORS 479.630 who can sign restricted energy permits includes:

(A) A restricted energy technician when the electrical installation is within the scope of the person's license;

(B) Persons whose qualifications are relied upon for the issuance of a restricted energy electrical contractor license under OAR 918-282-0060; and

(C) Any other electrical licensee authorized to sign a permit provided the work is within the scope of the person's license.

(8) No electrical permit is required:

(a) To replace light bulbs, fluorescent tubes, or approved fuses, or to connect approved portable electrical equipment to permanently installed and properly wired receptacles;

(b) For experimental electrical work or testing of electrical products in testing laboratories of electric shops, educational institutions, industrial plants, or recognized testing laboratories;

(c) For those minor electrical installations for which the board has authorized an installation label; or

(d) To install components exempted by OAR Chapter 918, Division 261. However, it is necessary to take out a permit and call for an inspection when an appliance is replaced.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 479.560

Stats. Implemented: ORS 479.560 & 479.870

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 41, f. 1-20-75, ef. 2-11-75; DC 49(Temp), f. 6-30-75, ef. 7-1-75; DC 54, f. 9-5-75, ef. 10-1-75; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 20-1982, f. & ef. 9-21-82; DC 12-1983(Temp), f. 6-10-83, ef. 7-1-83; DC 17-1983, f. & ef. 7-21-83, DC 5-1984, f. & ef. 2-24-84; Renumbered from 814-022-0125; BCA 16-1988, f. & cert. ef. 7-20-88; BCA 2-1992(Temp), f. 2-28-92, cert. ef. 3-18-92; BCA 11-1992, f. & cert. ef. 6-26-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0190; BCD 7-1997, f. & cert. ef. 4-1-97; BCD 16-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-309-0010**

### **Electrical Permit Form and Format**

The division has adopted a:

(1) Standardized statewide electrical permit application format; and

(2) Uniform statewide method for calculating permit fees:

(a) Fees can only be charged for the categories and under the procedures and requirements established in OAR 918-309-0020 to 918-309-0070.

**NOTE:** The fees set out in OAR 918-309-0070 are for state permits. Local jurisdictions can set different fees as authorized by ORS 479.845.

(b) The fees established for the various categories shall be inserted in the permit application form for local jurisdictions adopted in this rule.

(c) The surcharge required by ORS 455.210 and 455.220 shall be added to the fees established.

Stat. Auth.: ORS 479.560

Stats. Implemented: ORS 479.870

Hist.: DC 5-1984, f. & ef. 2-24-84; DC 8-1986, f. & ef. 5-5-86; BCA 8-1987, f. & cert. ef. 9-18-87; Renumbered from 814-022-0126; BCA 11-1990(Temp), f. & cert. ef. 5-11-90; BCA 16-1990, f. 6-27-90, cert. ef. 7-1-90; BCA 6-1991(Temp), f. 3-21-91, cert. ef. 7-1-91; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0200

**918-309-0020**

**State Electrical Permit Fees**

The Building Codes Division electrical fees and method of computation of electrical permit fees are established in OAR 918-309-0030 to 918-309-0070.

Stat. Auth.: ORS 455.020 & 479.870

Stats. Implemented: ORS 455.020 & 479.870

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCA 16-1990, f. & cert. ef. 6-27-90; BCA 6-1991(Temp), f. 3-21-91, cert. ef. 7-1-91; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0210

**918-309-0030**

**Permits for Residential Wiring**

(1) Fee based on square footage for each dwelling unit (including attached garage) for residential wiring, allowing up to four inspections per unit:

(a) Wiring of not more than 1,000 square feet, \$85;

(b) Each additional 500 square feet or portion thereof, \$15.

(2) Permit fee for Manufactured Home or Modular Dwelling including service or feeder to unit served, up to two inspections only, \$40.

(3)(a) Permit fee for Limited Energy:

(A) One and Two Family Residential, \$20;

(B) This permit fee covers all limited energy type systems in residential occupancies when installed at the same time by the permittee. Installations such as antenna wire, stereo wire, computer wire, and alarm wire done by other contractors require separate permits and fees. No limited energy permit is required if the original permittee installs wiring for doorbells, garage door opener and heating and air conditioning wiring. This permit allows up to two inspections.

(b) Multi-family residential:

(A) Multi-family residential, \$36;

(B) Compute this permit fee as provided in OAR 918-309-0070 Special Fees.

**(4) Items Covered in this Section:**

(a) When computing the area, include the square footage of attached garages;

(b) The residential fee covers services, feeders and all branch circuits on and inside each dwelling unit and includes garages that are attached to the dwelling unit, including the limited energy systems for the doorbell, garage door opener, and the heating and air conditioning control wiring in one and two family dwellings only;

(c) New Construction. Use this fee in connection with new construction;

(d) Remodels, Additions, Alterations or Repairs. Compute the fee under this section using the square footage of the area remodeled or added, then compute the fee under OAR 918-309-0060 "branch circuits". Use the lower fee;

(e) Reconnection only. See OAR 918-309-0040.

**(5) Notes on Application of Fees:**

(a) One- or Two-Family Dwellings. To calculate the fee for a one- or two-family dwelling, obtain the square footage of each unit. Include the garage if it is attached to any unit. There is an exception in subsection (c)(A) of this section if a detached garage or accessory building is built at the same time as the dwelling unit. Compute the fee using the procedure shown for each dwelling unit. Record the number of units under "Items" in the permit and multiply this with the fee shown;

(b) Multi-family Building. In the case of a multi-family building containing three or more apartments, determine the square footage of the largest apartment in the building and compute the fee. For each additional apartment in the building, a fee of one-half of the first unit fee may be used. The house panel fee for general service equipment such as apartment unit lights, washer-dryer, outdoor lighting and the like is calculated using OAR 918-309-0060(1) services and feeders, and OAR 918-309-0060(2)(b) dealing with branch circuits. When inspection is requested, if the entire building is not ready and additional visits are required, additional inspection fees may be charged;

(c) Detached Garages. Detached garages and accessory buildings are not considered part of the residential unit. The permit fee is based on the method of supplying power to the unit:

(A) Exception - Simultaneous Construction with Single Branch Circuit. If the structure receives power through a branch circuit from the house panel with a single branch circuit, include the square footage of the garage with the living unit, provided the garage is built at the same time as the dwelling unit. If a separate construction is involved, use the fee for a single circuit under branch circuits. OAR 918-309-0060(1)(a). If more than one branch circuit is involved, use OAR 918-309-0070;

(B) Sub-Panel. If the detached structure has a sub-panel powered from the house service, the fee is computed using the "feeder" section, OAR 918-309-0040 and branch circuits, OAR 918-309-0060(1);

(C) If the detached structure is built first, the fee is based on service, feeder and branch circuits;

(D) Separate Service. If the structure has a separate service, the fee is based upon service, feeder and branch circuits.

(d) Reconnect Only. See OAR 918-309-0060(6);

(e) House Moves. In most instances, the fee will only involve a service reconnect:

(A) If changes to the service are made, a new service charge is made under OAR 918-309-0040;

(B) For each new, extension or alteration of branch circuits, use OAR 918-309-0060;

(C) If the building was moved in sections and there is no upgrading of the service, use the fees in this section using

square footage.

(f) **Manufactured Dwellings and Modular Homes.** Manufactured dwellings and modular homes usually require a service and a feeder from the service to the home. In mobile home parks, usually only the feeder is necessary because the service already exists. Where there is a detached garage or accessory building, refer to subsection (5)(c) of this rule dealing with detached structures.

Stat. Auth.: ORS 455.030 & 479.870

Stats. Implemented: ORS 455.030 & 479.870

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0220

## **918-309-0040**

### **Permit for the Installation, Alteration, or Relocation of an Electrical Service or Feeder**

Permanent service or feeder.

- (1) Each service or feeder of 200 amps or less, \$50.
- (2) Each service or feeder in excess of 200 amps but not more than 400 amps, \$60.
- (3) Each service or feeder in excess of 400 amps but not more than 600 amps, \$100.
- (4) Each service or feeder in excess of 600 amps but not more than 1,000 amps, \$130.
- (5) Each service or feeder over 1,000  
amps or volts, \$300.

(6) Each service reconnection inspection where no changes in location or capacity were made to the existing service. This allows for replacement only of a meter base, a service mast, or a service panel. This fee covers one inspection for this item, \$40.

#### **NOTES:**

- 1- General Procedure for a Separate Service. If a structure has a separate service, the fee is based on the service size (amps), plus feeders, if any, plus the number of branch circuits.
- 2- Fees in this rule are in addition to any other fees required under ORS 479.510 to 479.855.
- 3- Fees in this rule are for up to two inspections per unit except for section (6) of this rule which covers one inspection only.
- 4- Where the service constitutes a load center, the permit fee shall be calculated the same as any service panel. The charges shall be for the size of the service and the branch circuits or feeders to the load center.
- 5- Reconnect Only. This rule applies to reconnection where the service was disconnected for repair or by the serving utility company and no change in service capacity or location is made. This allows the replacement of a meter base, a service mast, a service panel, a sub-panel, the feeder to one of the items listed or the repair or replacement of damaged service mast and meter on the exterior of a building:
  - a- If a major violation of the service exists, a new service will be required and a new permit fee required;
  - b- It may also be used for house moves. If a major violation of the code or a dangerous condition exists in a house move, repair or replacement is required. A permit will be required.

-6- Fees charged under this rule may not be charged both for amps and volts.

-7- Commercial and Industrial:

-a- In commercial and industrial buildings, separately metered premises which are divided from each other by walls are classified as a separate building for the purpose of computing permit fees. A different permit is required for each separate building;

-b- Master Service. For buildings with a master service, such as an office building, compute fees by the service (amps), the feeders (amps) and branch circuits. If there is more than one service, each service is charged separately along with its related feeders and branch circuits;

-c- Single Occupant. In single occupant buildings, the fee is based on the service (amps), the number of feeders (by amps) and branch circuits;

-d- Tenants. Where tenants are involved, the shell receives a permit for any service, feeders and branch circuits that involve only the shell. Each tenant space requires a separate permit. Each tenant space is charged for service (amps), the number of feeders by amps and branch circuits.

Stat. Auth.: ORS 455.020 & 479.870

Stats. Implemented: ORS 455.020 & 479.870

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0230

**918-309-0050**

**Permits for the Temporary Service or Temporary Feeder**

(1) Permit for each temporary construction service or temporary feeder for light and power:

(a) 200 amps or less, \$40;

(b) 201 amps to 400 amps, \$55;

(c) 401 to 600 amps , \$80;

(d) Temporary service or temporary feeder of over 600 volts or amps use fee schedule in OAR 918-309-0040(4), (5) and (6).

(2) The notes in OAR 918-309-0040 are applicable.

(3) The fee used in this section includes the branch circuits.

Stat. Auth.: ORS 455.020 & 479.870

Stats. Implemented: ORS 455.020 & 479.870

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0240

**918-309-0060**

**Branch Circuits**

Branch circuits, alterations or extensions with not more than two inspections per panel or feeder.

(1)(a) The fee for branch circuits with purchase of service or feeder fee;

(b) Each branch circuit, \$2.

(2) The fee for branch circuits without purchase of service or feeder fee:

(a) The first branch circuit, \$35;

(b) Each additional branch circuit, \$2.

**NOTE:** For signs and outline lighting refer to OAR 918-309-0070(1)(b).

Stat. Auth.: ORS 455.020 & 479.870

Stats. Implemented: ORS 455.020 & 479.870

Hist.: DC 74, f. 5-21-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 10-1979, f. & ef. 6-8-79; DC 12-1981, f. 9-29-81, ef. 10-1-81; DC 10-1982, f. & ef. 3-1-82; DC 7-1983, f. & ef. 3-11-83; Renumbered from 814-022-0108; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0250

## **918-309-0070**

### **Miscellaneous**

**Special Fees.** Special fees are established for the following items in lieu of fees set under OAR 918-309-0060.

(1) Permit for each domestic water or sewage pump, irrigation pump or circle and its associated controls, excluding service fee, \$40;

(a) Single Circuit. If a well pump or sewage pump and its associated controls are serviced from the house main service, and the pump is installed and ready for inspection, no additional fee is charged. If the pump is installed by another contractor or later, an additional pump fee and a new permit is necessary under this part;

(b) Feeder. If the well has a subpanel, there is a fee for the feeder from the main service to the subpanel and a fee for branch circuits. If the pump is installed later, or by another contractor, a new permit and pump fee is required;

(c) Separate Service. If the well has separate service the fee is based on the service (amps) and the number of branch circuits. If the pump is installed later, or by a different contractor, a new permit and pump fee is required.

(2) Permit for the installation of each electrical sign or outline lighting system supplied by a single branch circuit, \$40.

(3) Each limited energy circuit panel, multiple circuit terminal board or installation or extension of limited energy circuits, \$40.

#### **NOTE:**

-1- The permit fees in this section are for up to two inspections and are charged in addition to other fees for electrical service.

-2- Note the exception under OAR 918-309-0030(3)(a)(A) dealing with residential limited energy.

-3- Installation of signal circuits in buildings over three floors. Each floor in excess of three shall be considered a separate panel for the purpose of calculating fees.

(4) Fees for Inspections in Excess of Those Allowed Under OAR 918-309-0030 through 918-309-0060. Charge for each additional inspection to be paid in advance unless requested by a bonded electrical contractor using the bulk label system, \$35.

(5) Fees for Other Inspections not Covered by This Rule. All inspections not provided in this rule shall be charged at \$55 per hour, including travel and office time with a minimum charge of one hour.

(6) Fees for Inspections in Excess of Those Allowed Under OAR 918-309-0030 through 918-309-0060. Charge for each additional inspection to be paid in advance unless requested by a bonded electrical contractor using the bulk label system, \$35.

(7) Fees for Bulk Labels:

(a) Bulk labels sold only to electrical contractors per label, \$20;

(b) Contractors working under a bulk label system are billed for any difference in the cost of the bulk label and the cost of the permit fees required in this rule.

(8) Fees for Minor Labels. Minor labels sold only to licensed electrical contractors employing a properly licensed general supervising electrician in groups of ten, \$50.

(9) The fee for swimming pools shall be permitted as provided in OAR 918-309-0040 and 918-309-0060. The inspection of the grounding of the pool shall be included in the permit for the pool and counted as one of the number of allowed inspections under the permit.

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 16-1990, f. 6-27-90, cert. ef. 7-1-90; BCA 6-1991(Temp), f. 3-21-91, cert. ef. 7-1-91; BCA 10-1991, f. 4-26-91, cert. ef. 7-1-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0260

## **918-309-0080**

### **Temporary Electrical Permit Rule**

(1) Authority and Scope of Rule. This rule:

(a) Is required by ORS 479.550;

(b) Applies to the Building Codes Division and all municipalities that enforce the electrical laws;

(c) Can only be used by a licensed electrical contractor.

(2) Definitions. For the purposes of this rule only, the following definitions are adopted:

(a) "Emergency Electrical Work" is an acute, unplanned and immediate need for electrical repair or replacement involving an existing electrical installation or product or both;

(b) "Licensed Electrical Contractor" or "Contractor" means any type of electrical contractor licensed by the Building Codes Division;

(c) "Jurisdiction" means the Building Codes Division, a municipality enforcing the electrical laws or municipality issuing electrical permits having authority over the electrical work;

(d) "Unanticipated Electrical Work" is electrical work, including a new installation, requested by a customer where the timing of a request for commencement of work does not reasonably allow the contractor time to obtain an electrical permit before starting the work:

(A) This includes, but is not limited to, additional work assigned at the work site as well as preassigned work when the customer requests service at an unplanned date or time;

(B) This does not include electrical work where a permit already exists covering all or part of the work.

(3) Temporary Permit. A jurisdiction shall recognize the existence of a temporary electrical permit when the contractor encounters "emergency electrical work" or "unanticipated electrical work", complies with section (4) of this rule and does electrical work.

(4) Temporary Permit Procedures. The contractor must comply with subsection (a) of this section and with one of the requirements of subsections (b) to (d) of this section:

(a) Prior to commencing work, the contractor shall fill out a standard form electrical permit application for any jurisdiction, identify the proper jurisdiction, identify the contractor, and provide the electrical contractor and Construction Contractors Board identifications:

(A) The standard permit application form covering electrical installations can be used in any transaction, except the fees shall be that of the jurisdiction where the work is done;

(B) A restricted energy electrical application can only be used if the work is strictly covered by that permit;

(C) The temporary permit must be signed by the journeyman or technician that does the work or by a supervising electrician;

(D) A copy must be posted at the job site marked "temporary permit", showing the starting work date and the ending date of the temporary permit. The ending date shall not be more than seven days from the starting date.

(b) FAX a copy to the jurisdiction and mail the original with proper payment to the jurisdiction all within seven days of the start of the work;

(c) If the jurisdiction does not have a FAX machine, telephone the jurisdiction informing it of the time, place and type of work that was started within 24 hours of the opening for business by the jurisdiction, and mail a copy of the completed application and payment within seven days of the start of the work; or

(d) If the jurisdiction has a recording device, call in the time, place and type of work within 12 hours of the start of work and complete the electrical permit application and payment within seven days of the start of the work.

(5) If bulk label or minor label procedures are appropriate for the electrical installation and are allowed by the jurisdiction, those procedures may be followed in lieu of the requirements of this rule.

(6) An inspection shall be requested at any time following the temporary permit procedures. A jurisdiction may, but is not required to, require permit fees before providing an inspection.

(7) Burden of Proof and Assumed Risks. The contractor who uses this rule has:

(a) The burden of proving that an "emergency" or "unanticipated electrical work" existed which justified using this rule; and

(b) Assumes all risks that are inherent with starting electrical installations before review and approval by the jurisdiction.

(8) In addition to civil penalties that may be assessed for violation of this rule, the use of this rule may be suspended, restricted or denied to a contractor who violates this rule more than once.

Stat. Auth.: ORS 479.540(1), 479.550 & 479.730(5)



Stats. Implemented: ORS 479.550

Hist.: BCA 17-1992, f. & cert. ef. 9-1-92; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0265

## **918-309-0090**

### **Rules for Electrical Contractors Desiring to Make Electrical Installations Under Working Permits**

Any electrical contractor who elects to use a working permit authorized by ORS 479.840 shall:

- (1) Submit to the division a \$2,000 corporate surety bond or a cash bond on a division-approved form guaranteeing the payment of all fees provided for under ORS 479.510 to 479.850.
- (2) Apply to the division for the working permit and affix at the job site before any electrical installation is commenced.
- (3) Submit the supplementary permit application and the total permit fee as soon as the fees for that job can be determined and in no case, more than three months from the date work commenced on the job. Provided, that in special long term construction projects such as high rise buildings and large industrial buildings, where the electrical contractor has procured the prior approval of the division, a new working permit may be issued for three months for the same building if all fees for the electrical installations under the working permit issued for the preceding three-month period have been paid in full.
- (4) Agree that the aggregate amount of unpaid fees outstanding at any time shall not exceed the amount of the bond. No working permit shall be issued and any existing working permit shall become null and void when fees totaling over \$2,000 are owed.
- (5) Agree that if any unresolved dispute arises as to the amount of fees due on a particular installation, job, or in the aggregate shall be decided by the division after a hearing before the board.

Stat. Auth.: ORS 479.560 & 479.730

Stats. Implemented: ORS 479.560 & 479.730

Hist.: DC 10, f. 4-13-72, ef. 5-1-72; DC 12-1981, f. 9-29-81, ef. 10-1-81; Renumbered from 814-022-0145; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0290

### **Master Permit Program**

## **918-309-0100**

### **Master Permit Program Under ORS 479.560(3)**

- (1) Authority for Rule. This rule is authorized by ORS 479.560, only deals with electrical master permits and shall not be interpreted as changing any licensing requirement.
- (2) Definitions. For the purpose of this rule:
  - (a) "Applicant" is an owner, building operating manager or an electrical contractor of a covered facility who complies with ORS 479.630;
  - (b) "Covered Facility" is one or more industrial plants as defined in OAR 918-251-0090 or any successor rule;

commercial office buildings; buildings owned, leased, managed or operated by a state or local government entity; or other facilities designated by the board:

(A) Under common ownership or operating management;

(B) Located within the boundaries of the same inspecting jurisdiction; and

(C) Within the same complex or contiguous lots located at the same geographic site.

(c) "Inspecting Jurisdiction" is the state or municipality having authority to inspect a covered facility under a master permit program.

(d) "Master Permit" (formerly known as an "industrial plant" or "in-plant" permit) is an annual permit issued under ORS 479.560 and these rules by the inspecting jurisdiction.

(3) Additional Facilities Designated by the Board. "Covered facilities" also include:

(a) Where only a single building or structure is involved, the grounds and adjacent facilities under common control or management that make up the complex containing the building or structure;

(b) Isolated buildings and structures in multiple sites within the area served by the inspecting jurisdiction that individually meet the definition of "covered facility" but only when acceptable by both the inspecting jurisdiction and owner or operating manager; and

(c) Incidental buildings and structures adjacent or connected to a commercial office building, industrial plant, government building or building designated by the board, provided the building or structure is under the same ownership or management as the covered facility.

(4) Scope of Master Permit Program:

(a) Under ORS 479.540 which allows electrical master permit for "repair, alteration or replacement of existing electrical products", an "electrical product replacement" includes installing a product in place of another that shall not exceed the capacity or design of the existing electrical system;

(b) The following do not constitute "repair, alteration or replacement of existing electrical products" and require a separate permit and inspection:

(A) Electrical installations in a new building shell, structural retrofits, installation or alteration of load bearing walls, foundations or exit passageways;

(B) Any electrical installation in connection with changing the type of use or occupancy classification of the building or structure;

(C) Any addition which increases the square footage of the building or structure;

(D) Remodeling within an occupied existing shell which results in:

(i) Vacation of more than 25 percent of occupants within a floor or building resulting from remodel;

(ii) Termination of a tenant's usual activities for more than ten working days; or

(iii) Construction that involves more than 25 percent of the contiguous area of any floor.

(E) Electrical installations a part of construction within a covered facility that also involve a plumbing, structural or mechanical permit other than a master permit under ORS 455.190.

(5) Interpretation. Who can use a master permit:

- (a) A master permit shall only be provided to an electrical contractor, owner or operating manager responsible for all electrical installations in the whole covered facility;
- (b) An owner, electrical contractor or operating manager of a covered facility can obtain a permit only if appropriately licensed electricians are to do the work.

(6) Operation of the Master Permit Program:

- (a) An applicant electing to have a covered building inspected under the master permit program shall take out a master permit with the inspecting jurisdiction and pay required fees;
- (b) If applicant is an owner or operating manager, applicant shall file a roster with the inspecting jurisdiction of all electricians currently employed by applicant showing name, electrical license number and type of electrical license, and all electrical contractors whose work is included under a master permit taken out by the owner or operating manager. The roster must be filed at the same time as the permit application:
  - (A) When an electrical contractor under a continuing retainer ceases to serve the covered facility, notice of termination shall be filed with the inspecting jurisdiction by the permit holder within ten working days of termination;
  - (B) An updated roster shall be available to the inspecting jurisdiction at any regularly scheduled inspection;
  - (C) An updated roster shall be filed with the inspecting jurisdiction at each master permit renewal.
- (c) If applicant is an owner, operating manager or contractor, applicant shall:
  - (A) Create and keep records of all electrical work done under the master permit, show the person doing the work, electrical license number, date of work and have the records available for the electrical inspector at the covered facility at site or sites agreed to in writing with the inspecting jurisdiction. If there is no written agreement, each building shall have a record of electrical work done and of persons employed electrically for that building and its adjacent facilities;
  - (B) Set up an inspection schedule with the inspecting jurisdiction which shall be at least once a year;
  - (C) Call for inspections when necessary under the electrical requirements and not cover electrical work until an inspection is performed;
  - (D) Call for immediate inspections, if applicant chooses to discontinue the electrical master permit program. All future work must be by separate permit and inspection.

(7) Enforcement. The inspecting jurisdiction shall:

- (a) Report and document all electrical licensing violations by a person holding an electrical master permit to the board;
- (b) Take enforcement actions against persons who violate the scope of the master permit or compliance requirement and report the violations and actions taken to the board; and
- (c) Make inspections at more frequent intervals to insure that licensing and scope of master permit requirements are being complied with.

(8) Limited Maintenance Electrician. Work by a limited maintenance electrician licensed under ORS 479.630 and performed under the scope of that license can be combined with a master permit program, provided separate records are kept and there is an annual inspection.

(9) Operations by Electrical Contractors. Electrical contractors:

- (a) Shall be issued a separate master permit only if the contractor is a general electrical contractor, has a licensed signing supervisor on staff and is authorized by the owner or operating manager;
- (b) Can work under the master permit of the applicant if the work is recorded together with the applicant's electrical installations and the work is within the scope of the contractor's license; and
- (c) Shall comply with the applicable requirements of section (6) of this rule.

(10) Inspection Fees:

- (a) A person obtaining a master inspection permit does not have to pay the normal permit inspection fees of the inspecting jurisdiction for installations within the scope of the permit. A separate permit, fees and individual inspections are required for installations outside the scope of a master permit;
- (b) By the Division. Building Codes Division inspection charges are the division's miscellaneous fee for hourly inspections where no specific fee category is established, OAR 918-309-0070(5) and successor rules;
- (c) By Municipalities. Municipal inspection charges shall be the municipality's miscellaneous fee for hourly inspections where no specific fee category is established;
- (d) A one-time, set-up fee may be charged by the inspecting jurisdiction when a master permit is obtained, which shall not exceed \$100;
- (e) To determine time charges, the "cost of making the inspection" in ORS 479.560 includes the inspector's travel time from the inspector's office to return, actual lodging and per diem expenses as established by the jurisdiction and preparation and review of reports whether this is done at the plant or at the inspector's office. The lodging and per diem expenses shall not exceed the standard amounts allowed by the inspecting jurisdiction.

(11) Delegation Standards. Delegation shall only be granted to municipalities that also serve essentially the same area with basic electrical inspection services:

(a) A municipality requesting delegation of the master permit program shall, in addition to the notice required by ORS 455.150, file an application prior to January 1 of the year for which delegation is requested and provide:

(A) The number of master permits anticipated to be issued and the names of electrical inspectors certified to inspect under the **Electrical Specialty Code** who are or will be assigned to the program;

(B) A master permit inspection operating plan. Initial applicants, excluding those who were doing industrial plant inspections under contract with the division on the effective date of this rule, shall also show what arrangements are to be operational on July 1;

(C) An agreement with each surrounding inspecting jurisdiction having covered facilities crossing municipal boundaries, providing who will inspect each covered facility, if the facility elects to be inspected under the master permit program. The agreement:

(i) Shall cover all electrical inspections for the facility;

(ii) May identify specific facilities but shall also include a method of determining who shall serve those facilities that become operational or make elections during the term of the agreement; and

(iii) Shall show how fees will be established for the complete covered facility that elects to be inspected under the master permit program.

(D) An authorization to the division that if the agreement in paragraph (C) of this subsection fails to include a contingency or method of resolving a contingency and there is any disagreement between the jurisdictions over who

should serve a complete facility, the division is authorized to immediately assign the facility to an inspecting jurisdiction as it deems appropriate and that each will enter into intergovernmental agreements as needed to carry out the assignment;

(E) A prototype agreement with a facility that crosses municipal boundaries covering the terms and conditions of electrical inspection services unless other arrangements are made which gives the municipality enforcement and fee setting authority over the complete facility.

(b) Delegation shall only be granted where it is affirmatively found that the jurisdiction is clearly able to perform the new master permit program with no loss of efficiency or effectiveness to its basic electrical inspection program.

**(12) Renewal of Delegation:**

(a) Prior to January 1 of any year, when the municipality applies for renewal of the master permit program, it shall provide a report of number of master permits issued and number inspected during the prior calendar year. It shall be granted the delegation automatically if its basic electrical program is also renewed, unless the division expressly notifies the municipality to the contrary by April 30;

(b) All notices of discontinuation of the master permit program shall be filed by the same date shown in subsection (a) of this section;

(c) All amendments to the filing made under section (11) of this rule should be filed as soon as amendments are available, but no later than the date shown in subsection (a) of this section to allow review by division staff

Stat. Auth.: ORS 479.560

Stats. Implemented: ORS 479.560

Hist.: BCA 2-1992(Temp), f. 2-28-92, cert. ef. 3-18-92; BCA 11-1992, f. & cert. ef. 6-26-92; BCD 28-1994, f. & cert. ef. 12-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-260-0350

## **Minor Installation Labels**

### **918-309-0200**

#### **Issuance of Minor Installation Labels**

(1) A selling jurisdiction delegated the electrical program shall issue minor installation labels as provided in the minor label rules.

(2) The minor label rules do not prohibit a seller from issuing a permit for a minor installation if the contractor waives the requirement of ORS 479.540, for the purpose of receiving an inspection of the specific installation.

(3) The minor label rules are designed to implement the provisions of ORS 455.627 and ORS 479.540.

Stat. Auth.: ORS 455.627 & 479.540

Stats. Implemented: ORS 455.627 & 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0020; BCD 2-1997, f. 3-18-97, cert. ef. 4-1-97

## **918-309-0210**

### **Use of Minor Installation Labels**

- (1) Persons who may be issued and use minor labels. Minor installation labels may only be issued to and used by:
- (a) An electrical contractor employing a properly licensed general supervising electrician but only as authorized by OAR 918-309-0220;
  - (b) A limited maintenance specialty contractor or a limited maintenance specialty contractor- HVAC/R but only as authorized by OAR 918-309-0220 under certain circumstances; and
  - (c) A restricted energy contractor but only as authorized by OAR 918-309-0220.
- (2) Use of Minor Labels. Minor labels purchased from a selling jurisdiction shall only be used within the boundaries of that jurisdiction.
- (3) Miscellaneous requirements:
- (a) A minor label cannot be used when additional structural or electrical work requiring a permit is going on at the same job site and this is known or should be known by the electrical contractor;
  - (b) Minor installation labels may not be transferred;
  - (c) Minor installation labels must be attached to the service panel prior to starting any electrical work;
  - (d) Only one minor label transaction can be done by a contractor at a job site as part of a single or same electrical transaction:
- (A) "One minor label transaction" means an activity authorized by any subsection in OAR 918-309-0220.
- (B) "Job site" means work at the same address.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0030

## **918-309-0220**

### **Scope of Electrical Work Allowed with Minor Installation Label**

Except as provided in OAR 918-309-0200 which allows a person to insist on using a permit rather than a label, or where the transaction involves a component of an appliance exempted under OAR 918-261-0020, minor installation labels shall be used by:

- (1) A contractor with a signing supervisor, where the installation does not exceed 120-240 volts single phase for:
- (a) Extension of not more than two existing branch electrical circuits limited to 20 amps each and, if relevant, connection of an appliance authorized under sections (2) and (3) of this rule;
  - (b) Installation of one new electrical circuit limited to 20 amps and, if relevant, connection of an appliance authorized under sections (2) and (3) of this rule;

(c) Repair of existing electrical services not to exceed 200 amps; and

(d) The single installation of the appliances, repair or replacement activities authorized by sections (2) and (3) of this rule.

(2) A limited maintenance specialty contractor or a limited maintenance specialty contractor-HVAC/R where the installation does not exceed 120-240 volts single phase for repair or replacement of a:

(a) Furnace, oil or gas, not to exceed 20 amps;

(b) Fan not to exceed 20 amps;

(c) Dishwasher or garbage disposal, not to exceed 20 amps;

(d) Water heater, which involves an electrical circuit, not to exceed 30 amps;

(e) Electrical furnace, air conditioning unit or refrigeration unit;

(f) Defective ballast, or up to five ballasts under one label; or

(g) Item in this section and any related transaction under section (3) of this rule if the contractor employs a licensed general supervising electrician or restricted energy technician, the work is within the person's scope of license and that person does the work allowed.

(3) A restricted energy contractor or an electrical contractor using a licensed journeyman or restricted energy technician to make the installation may use a minor installation label for installation, repair and replacement of installations not exceeding 100 volt-amperes in Class 2 or 3 installations in one- and two-family dwellings.

(4) This rule does not allow any person to make an installation that is not authorized by the scope of the person's license.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0040

## **918-309-0230**

### **Minor Installation Labels Sold in Lots**

(1) Minor installation labels shall be sold in lots of ten consecutively numbered labels with the selling jurisdiction identified.

(2) The seller shall record the serial numbers of labels sold to each contractor.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0050

## **918-309-0240**

### **Label Format and Contractor Reporting Requirements**

- (1) The label format shall be uniform for all selling jurisdictions throughout the state of Oregon and shall be identical, except for the identification of the seller, to that developed by the division.
- (2) Contractors shall file one legible copy of each sheet of labels with the selling jurisdiction within ten days of the date the final label is used or within one year from the date of issuance whichever is earlier. No refunds will be made.
- (3) The sheet of labels, which also serves as a minor installation log shall list:
  - (a) Contractor license number;
  - (b) Name and license number of contractor's supervising electrician at the time of the work;
  - (c) Contractor's job number;
  - (d) The contractor's Construction Contractors Board registration number;
  - (e) Name, address and daytime telephone number of property owner or occupant, if occupied;
  - (f) Address and location of installation, if different from the information in subsection (3)(e) of this rule;
  - (g) Name of selling jurisdiction;
  - (h) Label number; and
  - (i) Description of the installation of work proposed to be performed under label.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0060

## **918-309-0250**

### **Inspection of Minor Installation Labels**

- (1) Within 30 days of receipt of the contractor's copy of the label sheet, each seller shall inspect at least ten percent of all minor installations made by that contractor from that lot of labels.
- (2) If additional installations are inspected due to defective workmanship or failure to comply with code requirements in the initial inspection under section (1) of this rule, the selling jurisdiction may charge for the additional inspection at its hourly rate for inspections.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0070



## **918-309-0260**

### **Misuse of Minor Installation Labels**

Violations of the minor label rules are subject to civil penalties or license revocations or both.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 5-1994, f. 2-25-94, cert. ef. 7-1-94; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0080

### **Bulk Label Procedures**

## **918-309-0300**

### **Bulk Label Procedures**

(1) Purpose and authority. This rule creates a bulk label procedure for licensed electrical contractors and is created under the rulemaking authority of ORS 479.730.

(2) Bulk Label Defined. A "bulk label" is an adhesive tag issued by the division and sold to electrical contractors prior to the issuance of a permit for an electrical installation. It can be used in connection with any transaction where an electrical permit is needed.

(3) Procedures:

(a) Application for a permit. Prior to starting any activity for which an electrical permit is necessary the contractor must communicate with the division and provide all the information necessary to complete an electrical permit application for the electrical installation that is intended;

(b) Activation of the permit. When the information in subsection (a) of this section is received, the division will activate the permit and give the contractor the permit number. This authorizes the contractor to proceed with the installation involved;

(c) Use of the label. The contractor shall insert the permit number on the label and stick the label at the site of the electrical installation. The contractor's signing supervisor of record shall sign the label prior to calling for an electrical inspection.

(4) Billing. The division shall bill the contractor for the difference between the cost for the electrical permit and the prepaid portion of the bulk label once every month. The contractor must pay the bill promptly or the bulk label procedures will be denied to that contractor:

(a) If a contractor is more than 60 days delinquent in payment of any billing by the division involving bulk label procedures, the continued use of this rule will be denied to that contractor until the delinquency is corrected;

(b) If a contractor has two or more instances of delinquencies of over 60 days, no further bulk labels will be sold to the contractor and the continued use of this rule will be denied;

(c) Any contractor wanting to contest a denial of the use of this rule is entitled to a contested case hearing under the Administrative Procedures Act, ORS Chapter 183.

(5) Unused labels may be returned to the division for refund.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCA 18-1990(Temp), f. 6-27-90, cert. ef. 7-1-90; BCA 24-1990, f. 10-15-90, cert. ef. 11-1-90; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0102

## **918-309-0310**

### **Local Jurisdiction Enforcement**

Each seller shall enforce the requirements of OAR Chapter 918, Division 309.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 10-1988, f. & cert. ef. 7-20-88; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-310-0110

## **918-309-0400**

### **Restricted Energy Electrical Permit Application**

(1) A separate Restricted Energy Electrical Permit Application Form and Restricted Energy Electrical Installer Log are created and adopted.

(2) The Restricted Energy Electrical Permit can be taken out by a general or subcontractor, limited energy installer or property owner for the fee set by the board in OAR 918-309-0030 for limited energy transactions provided the requirements of this rule are met. The person applying for the permit must:

(a) Assume responsibility to call for an inspection when the permits are signed by appropriate persons, installations are completed and after all corrections are made and comply with the requirements of the restricted energy electrical laws and the restricted energy electrical rules;

(b) Be responsible for all corrections required by the inspector under the permit, regardless of who performs the work;

(c) Call for a final inspection when corrections are made and the work is completed.

(3) Options. The person obtaining the permit may:

(a) Limit the permit to only the work of the permittee; or

(b) Include any and all limited energy installations including those done by separate installers, but the installations must be ready for inspection at the first inspection call. When this is done, the permit must be completed and separately signed by the person, also identifying the business responsible for each type of limited energy electrical installation.

(4) The restricted energy activities to be covered by the permit must be declared at the time of the purchase of the permit:

(a) It is not necessary to identify the contractor at the time of permit issuance;

(b) New permits must be purchased for all other restricted energy installations;

(c) If a contractor is changed, the contractor who completed the work must be identified.

(5) Regardless of what was initially intended the permit only covers those installations that are in place at the time of the first call for limited energy electrical inspection. A separate permit must be purchased for all other limited energy installations whether the installations become ready for inspection at a later date or are done at a later date.

(6) This rule does not apply to an industrial plant when ORS 479.560 is applicable.

(7) The Restricted Energy Electrical Installer Log must be posted at the job site for signing by appropriate persons installing the separate electrical systems as shown on the form. A municipality may require more than one log to be completed and left at the job site if it chooses to.

Stat. Auth.: ORS 479.540

Stats. Implemented: ORS 479.540

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0450

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 311**

**MISCELLANEOUS**

**918-311-0000**

**Design, Planning and Lay Out of Electrical Installations by Supervising Electricians**

A licensed supervising electrician may design, plan and lay out electrical installations for:

- (1) The customers of the electrical contractor for whom the supervising electrician is employed; or
- (2) The industrial plant that employs the supervising electrician.

Stat. Auth: ORS 479.730

Stats. Implemented: ORS 479.730

Hist: BCA 36-1989, f. & cert. ef. 12-27-89; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0105

**918-311-0010**

**Electrical Plan Review Rules**

(1) Authority for Rules. The rules in OAR 918-311-0010 to 918-311-0050 are authorized by ORS 479.870 and are referred to as the "Electrical Plan Review Rules".

(2) Application:

(a) The electrical plan review rules only apply when a jurisdiction, the state or a municipality, enforcing the **Electrical Specialty Code** or the electrical aspect of the **One and Two Family Dwelling Specialty Code**, requires mandatory electrical plan review in connection with a permit for the construction, alteration or repair of electrical installations;

(b) When the state or municipality requires mandatory plan review it shall not adopt requirements that go below the threshold standards set in OAR 918-311-0040. The minimum starting point cannot be changed.

(3) Transition:

(a) An applicant for an electrical permit or a person who had submitted electrical plans for review with any jurisdiction shall be allowed to follow the plan review requirements that were in place with the jurisdiction at the time the application was filed;

(b) If a bid for electrical work was made, relying in good faith on plan review practices in place at a jurisdiction prior to a change due to the Electrical Plan Review Rules, and the bid is accepted not more than 60 days from the effective date of the change, the electrical contractor shall be allowed to follow the prior plan review procedures upon proof that the new requirements create significant unanticipated expenses or delay.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0300

## 918-311-0020

### Time Limit for Electrical Plan Review

(1) Electrical plan reviews shall be approved or denied within ten working days from receipt of the complete electrical plans by the jurisdiction requiring plan review. A reviewed set of plans shall be returned to the plan applicant:

(a) If a plan is rejected, the deficiencies must be set out in writing. Upon resubmission of the necessary items, the ten-day requirement starts again;

(b) If, because of the complexity or size of the installation, additional time beyond the ten working days is required to complete the review, the jurisdiction shall notify the person taking out the electrical permit of the reasons for the delay and the date the review will be completed.

(2) Nothing in this rule shall prohibit a jurisdiction from issuing a complete or partial permit before the entire plans and specifications are submitted or approved, provided adequate information is provided showing compliance with pertinent portions of the code. The permittee proceeds at risk, without assurance that the permit for the entire installation will be granted, or that corrections will not be required including those portions permitted.

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0310

## 918-311-0030

### Qualifications for Persons Performing Electrical Reviews

Electrical plan reviews shall be conducted only by persons certified by the division to enforce the **Electrical Specialty Code** as an **Electrical Specialty Code** inspector, or its equivalent in the event the identification is changed and who has one of the following:

- (1) Two years of experience as an Oregon supervising electrician;
- (2) A degree in electrical engineering and three years experience in design, inspection or supervision of installations covered by the **National Electrical Code** or **Oregon Electrical Specialty Code**; or
- (3) Equivalent experience and training approved by the board.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0320

## **918-311-0040**

### **Standards for Electrical Plan Submissions**

Electrical plan review limitations:

- (1) Plan reviews can only be required if the installation involves one or more of the following:
  - (a) Square footage. More than 10,000 square feet;
  - (b) Ampacity:
    - (A) More than 320 amperes continuous rating, metered through a self-contained metering device, for one- and two-family dwellings; or
    - (B) More than 225 amperes for service and starting at 400 amperes for feeders for other than one- and two-family dwellings;
  - (c) Voltage. More than 600 volts nominal;
  - (d) Height. More than three stories;
  - (e) Occupancy. Four or more residential units in one structure, or occupancy rating of more than 99 persons;
  - (f) Classified area. Any area or structure containing a special occupancy as described in **Chapter 5** of the **National Electrical Code** adopted by the board by OAR 918-305-0100; or
  - (g) Manufactured Structures Park or Recreational Vehicle Park. A new manufactured structures park, a temporary manufactured structures park, or recreational vehicle park, or any addition or alteration to an existing park.
- (2) Standardized Format for Plan Review. When electrical plan review is required the electrical plan shall meet the following requirements:
  - (a) Copies. Two sets of electrical plans are required;
  - (b) Readability. The plans must be drawn to scale, contain definitions for legends used, be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the applicable electrical code requirements, laws, ordinances, rules and regulations;

(c) Contents. The plans shall contain the following minimum requirements:

(A) Feeder riser diagram showing panel location and circuit schedules;

(B) One line riser diagram showing bonding and grounding and conductor sizes;

(C) Available fault current on the line side of service disconnect;

(D) Complete load calculations, or provide applicable load records, for all new installations and for additions to existing installations;

(E) Fixture schedule, showing type, location and layout of the fixtures;

(F) Address of the installation and name of owner and address;

(G) Identification of the employer, identification and signature of person who prepared the plan, license number if the person is an electrical supervisor and professional registration number if the person is an architect or registered professional electrical engineer; and

(H) Location of emergency systems, identifying the power source and the system on plan.

(3) Nothing in these rules shall prohibit a jurisdiction from requiring a lighting energy budget.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0330

## **918-311-0050**

### **Standards for Electrical Plans Review**

A person performing electrical plan review shall do the following as a minimum:

(1) Load Calculations. Check load calculations for appropriateness, completeness and accuracy.

(2) Equipment. Check and determine if the equipment is:

(a) Suitable for the environment; and

(b) Properly sized and rated to meet the minimum code requirements.

(3) Service and Feeder. Check service and feeder installations for code compliance related to:

(a) Wiring method;

(b) Conduit and box fill;

(c) Conductor size and ampacity rating;

- (d) Clearances;
- (e) Locations;
- (f) Accessibility; and
- (g) Service grounding conductor size.

Stat. Auth.: ORS 479.870

Stats. Implemented: ORS 479.870

Hist.: BCA 33-1991(Temp), f. & cert. ef. 9-30-91; BCA 44-1991, f. & cert. ef. 12-26-91; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0340

## **918-311-0060**

### **Electrical Plan Review for Prefabricated Structures**

(1) Authority. The rule is authorized by ORS 479.870 and sets electrical plan review requirements for the electrical aspects of prefabricated buildings and components intended for use in Oregon.

(2) Definitions. For purpose of this rule:

(a) A "prefabricated building" is a "prefabricated permanent building" or "prefabricated relocatable building" defined in OAR 918-674-0005.

(b) A "prefabricated component" is a "component" defined in OAR 918-674-0005;

(c) "Intended for use in Oregon" means:

(A) The structure is manufactured in Oregon and is intended to be used in Oregon, or Oregon and other states; or

(B) Manufactured in another state but intended to be first delivered to Oregon for use in Oregon regardless of whether it is intended to also be used in other states;

(d) "State of manufacture" is the state where a prefabricated building or component is manufactured.

(3) Applicability:

(a) Electrical plan review is required for all prefabricated buildings and components manufactured in Oregon or manufactured out of state for use in Oregon, unless:

(A) The electrical inspector waives the plan review upon a determination that only one unit will be built and code requirements can be verified by inspection;

(B) The unit is listed by a recognized testing laboratory; or

(C) The unit is certified by special deputies.

(b) When a plan review is required by this rule, the relevant prefabricated structures rules in OAR Chapter 918, Division 674 are applicable except to the extent a different requirement is provided in this rule.

(4) Requirements. When plan review under this rule is required, the manufacturer shall:



- (a) Pay an electrical plan review fee as provided in section (5) of this rule;
  - (b) Meet the requirements of OAR 918-311-0040 for electrical plan reviews for number of copies, readability and contents; and
  - (c) Submit a timely request allowing the division at least ten business days to complete the plan review.
- (5) Fees. The electrical plan review fees shall be \$55 per hour with a minimum charge of \$55.

Stat. Auth.: ORS 479.730 & 479.870

Stats. Implemented: ORS 479.730 & 479.870

Hist.: BCD 8-1994(Temp), f. 3-16-94, cert. ef. 3-25-94; BCD 18-1994, f. 8-30-94, cert. ef. 9-1-94; BCD 3-1995, f. & cert. ef. 3-3-95; BCD 19-1996, f. 9-17-96, cert. ef. 10-1-96; Renumbered from 918-320-0345

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 400**

**SAFETY CODE FOR ELEVATORS**

**Administration**

**General Matters**

**918-400-0200**

**Notice of Rule Making**

The following persons shall be provided all elevator related rule making notices at no charge:

- (1) All active Oregon licensed elevator contractors;
- (2) All active Oregon licensed limited elevator journeyman;
- (3) All Oregon state elevator inspectors; and
- (4) International Union of Elevator Constructors, Locals 19 (Seattle), 23 (Portland) and 38 (Salt Lake City).

Stat. Auth.: ORS 183.335

Stats. Implemented: ORS 183.335

Hist: BCD 18-1995, f. & cert. ef. 12-15-95

**918-400-0210**

**Compliance with ORS 183.330**

- (1) This rule is required by ORS 183.330:

(a) General Offices. The general office of the Building Codes Division is at 1535 Edgewater NW, Salem, Oregon 97310. The general telephone number is (503) 378-4133; FAX (503) 378-2322. Requests for information or documents should be directed to this office;

(b) Elevator Inspection. The elevator inspection program of the division is managed by the Statewide Services Manager who reports to the division administrator. The Chief Elevator Inspector is responsible for staff coordination and interpretations. The elevator inspection staff is located at the Salem office or operate in their assigned areas. Inspection requests should be directed to the inspector for the area or the Salem office.

(2) Elevator Code Interpretation and Enforcement. Elevator code development, interpretation and enforcement are under the authority of the division administrator at the general office:

(a) Requests to be placed on the Electrical and Elevator Board agenda and requests for adoption or amendment of elevator rules should be directed to the Chief Elevator Inspector and Board Secretary (the Chief Electrical Inspector) at the general office;

(b) Requests for informal elevator interpretation shall be directed to the Chief Elevator Inspector.

(3) Miscellaneous Fees. Requests and payment of fees for placement on the Electrical and Elevator Board meeting notice list or the elevator rule making notice list should be directed to the Building Codes Division general office.

Stat.Auth.: ORS 183.330

Stats.Implemented: ORS 183.330

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **Hearings and Adjudicatory Procedures**

### **918-400-0220**

#### **Attorney General Model Rules of Procedure**

The Attorney General's Model Rules of Procedure, as adopted by the division in OAR 918-001-0010, apply in all contested cases.

Stat.Auth.: ORS 183.341

Stats. Implemented: ORS 183.341

Hist.: DC 25-1982, f. & ef. 12-16-82; DC 1-1985, f. & ef. 1-4-85, Renumbered from 814-30-050; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0075

### **918-400-0230**

#### **Requests for Code Interpretation**

(1) Scope. This rule deals with **Oregon Elevator Specialty Code** interpretations.

(2) Advisory Interpretations. Requests for advisory interpretation of an **Oregon Elevator Specialty Code** provision shall be directed to the Chief Elevator Inspector. Requests can be communicated by any method. The advisories

represent the thinking of the person providing the response and are not binding on the division. A person receiving an informal interpretation relies on the interpretation at the person's own risk.

(3) Formal Interpretations. **Oregon Elevator Specialty Code** interpretations that bind the division must be requested under ORS 455.060, and the issue formally presented to the board for technical and scientific findings and recommendation to the administrator for decision. A person requesting a formal interpretation is responsible for presenting adequate evidence of scientific and technical facts related to the question so the board and director can act.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat.Auth.: ORS 455.060 & 460.085

Stats. Implemented: ORS 455.060 & 460.085

Hist: BCD 18-1995, f. & cert. ef. 12-15-95

**918-400-0240**

**Appeals under ORS 460.155**

When an appeal is filed under ORS 460.155, formal contested case proceedings will be provided to the appellant.

- (1) A hearings officer will hear the appeal and provide a report and recommendations to the board and the administrator.
- (2) The board considers the report and exceptions, if any are filed, and provides recommendations to the administrator.
- (3) The administrator enters a final order.

Stat.Auth.: ORS 460.155

Stats. Implemented: ORS 460.155

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

**Procedures for Adoption of Rules and Codes**

**918-400-0250**

**Elevator Specialty Code Change Procedures**

ORS 455.030 governs procedures for proposing **Oregon Elevator Specialty Code** changes.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat.Auth.: ORS 455.030

Stats.Implemented: ORS 455.030

Hist: BCD 18-1995, f. & cert. ef. 12-15-95

## **918-400-0260**

### **Electrical and Elevator Board Agendas**

- (1) Electrical and Elevator Board meeting agendas are usually completed two weeks before the scheduled meeting.
- (2) The agenda has a section allowing public comment. No prior arrangements are necessary to make public comment, although time for comment may be restricted by the board chairman.
- (3) Requests to be placed on the agenda are required 30 days before the scheduled meeting. The request shall include:
  - (a) The subject to be covered and result requested, if any;
  - (b) Amount of time requested; and
  - (c) Relevant documents and materials to be considered including a written statement explaining the matter to be covered.
- (4) The board may restrict length of presentation time on any agenda item. Persons appearing are encouraged to prepare and file written statements.
- (5) The board reserves the right to amend the agenda on the meeting date.

Stat. Auth.: ORS 455.144

Stats. Implemented: ORS 455.144

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

### **Cross Reference to Statutory Definitions**

## **918-400-0270**

### **Definitions, Cross Reference**

- (1) Statutory definitions for the elevator laws are in ORS 460.005.
- (2) Electrical definitions are in ORS 479.530.
- (3) Code definitions are in Section 3 of the Elevator Specialty Code (ASME A17.1).

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

### **Board-Created Definitions**

## **918-400-0280**

## Board-created Definitions

Unless the context requires otherwise, the following definitions are adopted:

- (1) "Alteration" is a change of original design or operation through modernization; replacement of components or assemblies, or upgrade to existing equipment.
- (2) "ANSI" means the American National Standards Institute.
- (3) "ASME" means the American Society of Mechanical Engineers.
- (4) "Conveyance" is the industry term for elevator and includes, but is not limited to, escalator, man-lift, inclined elevator, dumbwaiter, lowerator, platform hoist, material lift, moving walk, platform or wheelchair lift and chair lift.
- (5) "Elevator Lobby" is the space in front of an elevator for waiting, boarding, disembarking, loading and unloading.
- (6) "Limited Use/Limited Access (LULA) Elevator" is an elevator authorized for limited use in existing churches and fraternal organizations that meets the requirements of the **Oregon Elevator Specialty Code, Limited Use/Limited Access Elevator Safety Code**.
- (7) "Maintenance" is renewing operating parts, cleaning, lubricating and adjusting existing elevator equipment to ensure proper and safe operation as required by code.
- (8) "Material Lift Elevator" is a power driven, isolated, self contained, stationary lift, that meets the requirements of the **Oregon Elevator Specialty Code, Material Lift Code**.
- (9) "Repair" is restoring an elevator to its original intended design, but not changing its operation or design.
- (10) "Waiver" or "Variance" is a trade term referring to a site-specific exception from code requirement granted under ORS 460.085.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-30-003; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-005

## Exceptions

### 918-400-0300

#### Exceptions from Code Requirements Under ORS 460.085

Authorization to grant exceptions from Oregon Elevator Specialty Code requirements based on hardship or practical difficulty is in ORS 460.085.

(1) A written request for exception shall:

(a) Identify the code requirement from which an exception is requested;

(b) Identify the specific installation for which the exception is sought and the intended effect if granted;

(c) State any additional reasons for the request; and

(d) Show how elevator safety is still preserved with the change requested.

(2) Exceptions under ORS 460.085 shall be granted only for a specific installation after receiving technical and safety advice from the board. Denials shall not be taken to the board unless appealed under ORS 460.155.

(3) Financial hardship alone shall not support an exception.

(4) Interpretation. An exception under ORS 460.085 is different from an alternate method approval. An exception is a one-time waiver of a code requirement that includes, but is not limited to, design, standard or safety requirement. An alternate method complies with the performance standards of the code but not necessarily with its prescriptive requirement.

(5) Exceptions are issued on condition that the facts and circumstances that provided reasonable safety remain unchanged. Changed facts and circumstances may cause withdrawal of the exception as provided in OAR 918-400-0310.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **918-400-0310**

### **Withdrawal of Exceptions**

(1) Exceptions granted under ORS 460.085(3) can be withdrawn if reasonable safety can no longer be maintained:

(a) Because of changes of facts, use or code requirements; or

(b) If the elevator is placed out of service for longer than one year.

(2) The elevator owner or operator shall be notified of an intent to withdraw an exception and of a right to a contested case hearing upon request.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18 -1995, f. & cert. ef. 12-15-95

## **Certificates, Permits and Licenses**

### **Permits for Installation, Alteration and Operation**

## **918-400-0400**

### **Installation and Alteration Permits - Interpretation**

- (1) ORS 460.045 and 460.048 contain the requirements for division approval of plans and pertinent data and for a current operating permit before placing certain elevators in use.
- (2) For the purposes of the elevator laws and rules, the written approval of plans and pertinent data and permission to commence with installation or alteration is a permit.

Stat. Auth.: ORS 460.045 & 460.048

Stats. Implemented: ORS 460.045 & 460.048

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **918-400-0410**

### **Permits for Installation or Alteration**

- (1) A permit issued for installation or alteration of an elevator shall automatically expire 18 months from date of issuance unless the physical installation or alteration started before the end of the 18th month.
- (2) Two unconditional six-month permit extensions may be granted on written request by the elevator contractor, if the extension is requested prior to the permit expiration date.
- (3) Upon expiration of a permit, a new application, new plans, pertinent data and associated fees are required.
- (4) Fees shall not be refunded for expired permits.

Stat. Auth.: ORS 460.045

Stats. Implemented: ORS 460.045

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **918-400-0420**

### **Operating Permits, Inspection Due Date and Notification of Inspection**

- (1) The division shall give notice of pending annual inspections and pre-bill for inspections up to 90 days in advance of anniversary dates for annual inspections required for elevator operating permit renewals. The billing shall include a \$20 report processing fee required by ORS 460.165(5) and OAR 918-400-0800.
- (2) When annual inspections are satisfactorily completed and permit fees are received, renewal permits meeting the requirements of ORS 460.065(1) shall be issued.
- (3) Within 30 days of receipt of the annual inspection notice, the elevator owner shall make provisions to allow access for inspections as required by ORS 460.135.
- (4) If access is denied or obstructed in whole or in part at the time of the annual inspection and a return inspection is necessary, a reinspection fee shall be charged under ORS 460.165(3)(g) and OAR 918-400-0800.



Stat. Auth.: ORS 460.055

Stats. Implemented: ORS 460.055

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-030-0040; BCA 41-1991(Temp), f. 12-13-91, cert. ef. 12-15-91; BCA 7-1992, f. & cert. ef. 4-10-92; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0065

## **Permits, Provisional**

### **918-400-0430**

#### **General Policies Regarding Provisional Permits**

- (1) Provisional permits shall be issued only when requested by or agreed to by the contractor, owner or operator, as relevant.
- (2) When a provisional permit is issued, the division shall place documentation in the file that it considered whether any immediate hazard to health or safety existed and determined that none existed.
- (3) Provisional permits shall be issued to allow corrections of items that do not meet code requirements.
- (4) Provisional permits shall not be issued for residential elevator installations.
- (5) The time limits allowed for provisional permits shall be reasonably flexible and the division may vary from the guidelines if this assists in achieving code compliance.
- (6) Fees shall be charged for all inspections made following granting a provisional permit.

Stat. Auth.: ORS 460.055

Stats. Implemented: ORS 460.055

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

### **918-400-0440**

#### **Use of Provisional Permits Following Annual Safety Inspections**

A provisional permit may be granted to correct **Oregon Elevator Specialty Code** deficiencies discovered at an annual elevator inspection, subject to the following:

- (1) The initial provisional permit shall not be issued for a period exceeding 90 days from the date of the annual inspection.
- (2) Following First Reinspection. A reinspection shall be performed 90 days or more from date of the annual inspection. If violations found at the annual inspection still exist, an extension not exceeding 60 days may be granted, if assurances are received that necessary corrections will be made within that period. Notice shall be given to the provisional permit holder that the elevator shall be disconnected from service pursuant to ORS 460.125(2) on or after the 60th day following the first reinspection and that the matter shall be referred for additional enforcement action as relevant.
- (3) Following Second Reinspection. A second reinspection shall be performed 60 days or more from date of the first

reinspection. If violations from the first reinspection still exist, the elevator shall be ordered to be disconnected from service pursuant to ORS 460.125(2) and the matter shall be referred for additional enforcement action as relevant. A special 30-day extension may be granted based on proof that the corrections could not be made for reasons beyond the control of the permit holder.

(4) **Following Third Reinspection.** When a third reinspection is granted under section (3) of this rule, the reinspection shall occur on or after the 30th day following the second reinspection. If violations from the second reinspection still exist, the elevator shall be ordered to be disconnected from service pursuant to ORS 460.125(2) and the matter shall be referred for additional enforcement action as relevant.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.055

Stats. Implemented: ORS 460.055

Hist.: DC 25-1982, f. & ef. 12-16-82; DC 15-1983, f. & ef. 6-28-83; Renumbered from 814-30-070; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-095

## **918-400-0450**

### **Provisional Permits for Elevators Under Construction**

(1) A provisional construction (workman's) permit may be granted provided:

- (a) It is only issued to an elevator contractor while the elevator is under construction;
- (b) The elevator can only be used for transportation of workers and materials to job location but not by the public;
- (c) The installation meets all requirements of the **Oregon Elevator Specialty Code (ASME A17.1, Part XIX)**; and
- (d) An operator is provided for all elevator operations unless the elevator meets all requirements for normal operations.

(2) The provisional permit shall be:

- (a) Specific to a particular elevator; and
- (b) Attached to the car enclosure in plain view.

(3) The condition of the provisional permit is that notification shall be given to the division before making any elevator changes.

(4) Notwithstanding any expiration date placed on a provisional permit, the permit automatically terminates upon issuance of an operating permit.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat.Auth.: ORS 460.085

Stats. Implemented: ORS 460.055

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **918-400-0460**

## **Provisional Permits for New Installations**

A provisional permit may be granted to correct violations of the **Oregon Elevator Specialty Code** discovered at the inspection of a new or altered elevator installation, subject to the following:

- (1) A request for the provisional permit is made by the permit holder along with an undertaking to make the corrections within the time allowed;
- (2) It does not exceed 90 days;
- (3) A reinspection is made following completion of the correction or after 90 days, whichever is sooner.

Stat.Auth.: ORS 460.085

Stats. Implemented: ORS 460.055

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## **Licenses and Inspector Certifications**

### **918-400-0470**

#### **Examination for Inspectors**

(1) Applicants for a certificate of competency as a division elevator inspector, or an employee or representative of a casualty insurance company, shall pass the following with a minimum score of 75 percent on each examination:

- (a) A written examination; and
  - (b) A practical examination which tests knowledge of elevator equipment and the proper operation of elevators.
- (2) If the applicant fails either the written or practical examination, applicant may retake the failed portion within 180 days of the original test date. After 180 days the applicant may reapply and retake all the tests.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.055

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-30-045; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0070

### **918-400-0480**

#### **Interpretation - Scope of License**

The construction or modification of a hoistway enclosure or machine room enclosure that does not involve alteration, repair or maintenance of an elevator does not require an elevator contractor's license.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.045

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## Codes

### General Applicability

#### 918-400-0500

##### Governing Codes

(1) The applicable code to which an elevator is inspected for installation or alteration shall be:

(a) The **Oregon Elevator Specialty Code** in effect when plans, pertinent data and fees are received by the division; or

(b) At the option of the applicant:

(A) The **Oregon Elevator Specialty Code** in effect at the time of the installation of the elevator; or

(B) The **Oregon Elevator Specialty Code** in effect at the time of the structural installation impacting the elevator.

(2) The governing code for elevator installations or alterations following an expired permit shall be the **Oregon Elevator Specialty Code** in effect at the time of the new submittal.

(3) The governing code for inspections of existing elevators related to issuance of operating permits shall be as provided in OAR 918-400-0530. This same requirement applies for elevators placed back into service.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

#### 918-400-0510

##### Code References

(1) Where an **Oregon Elevator Specialty Code** refers to "the latest edition" of another code, has words of similar import or does not provide a fixed edition adoption date, the reference shall be to the applicable code in place on the same date the same provision of the Oregon Elevator Specialty Code was adopted.

(2) References to the following codes in the Oregon Elevator Specialty Code shall mean:

(a) "ANSI/NFPA 70, National Electrical Code" is replaced by the "Oregon Electrical Specialty Code;"

(b) "CABO One and Two Family Dwelling Code" is replaced by the "Oregon One and Two Family Dwelling Specialty Code;" and

(c) "**Uniform Building Code**" is replaced with the "**Oregon Structural Specialty Code**."

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.030 & 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 181995, f. & cert. ef. 12-15-95

## General Elevator Specialty Code

### 918-400-0520

#### Elevator Specialty Code Adoption

The **Oregon Elevator Specialty Code** shall be:

- (1) "**The Belt Manlift Standard**" published by the American Society of Mechanical Engineers, **ASME A90.1, 1992 Edition** with revisions and interpretations through October 1, 1996;
- (2) "**Correction Facility Elevators**" standards adopted by the Building Codes Division on December 15, 1995 (formerly OAR 918-400-0020);
- (3) Pre-July 1961 Maintenance of Elevators as provided in OAR 918-400-0530 on and after April 1, 1996;
- (4) "**Standards for Material Lifts in Oregon**" on and after January 1, 1996, as provided by standards adopted by the Building Codes Division on December 15, 1995; and
- (5) "**The Inspector's Manual**" published by the American Society of Mechanical Engineers, **ASME A17.2.1 1993 Edition, A17.2.2 1994 Edition** and **A17.2.3 1994 Edition** together with revisions and interpretations through October 1, 1996.
- (6) The safety standard for the general installation, alteration, repair and maintenance of elevators, other than those identified in sections (1) to (5) of this rule, is the **Safety Code for Elevators and Escalators, 1993 Edition** of **ASME A17.1** published by the American Society of Mechanical Engineers with revisions and interpretations through October 1, 1996, as amended by the Building Codes Division.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: DC 25-1982, f. & ef. 12-16-82; DC 12-1986(Temp), f. & ef. 7-8-86; DC 10-1987, f. & ef. 4-13-87; Renumbered from 814-030-0005; BCA 35-1989, f. 12-22-89, cert. ef. 1-1-90; BCA 7-1992, f. & cert. ef. 4-10-92; BCA 26-1992, f. 12-29-92, cert. ef. 1-1-93; BCA 13-1993(Temp), f. 6-23-93, cert. ef. 7-1-93; BCA 17-1993, f. 8-24-93, cert. ef. 9-1-93; BCA 24-1993, f. 10-22-93, cert. ef. 11-1-93; BCA 35-1993, f. 12-14-93, cert. ef. 1-1-94; BCD 21-1994, f. 9-13-94, cert. ef. 9-15-94; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0010; BCD 3-1997, f. 3-18-97, cert. ef. 4-1-97

### 918-400-0530

## Elevator Maintenance Requirements (Effective April 1, 1996)

- (1) The governing code for the repair and maintenance of existing elevators and for placing elevators back in service shall be the **Oregon Elevator Specialty Code for Existing Elevators and Escalators** is the **1993 Edition** of **ASME A17.3** published by the American Society of Mechanical Engineers, as amended by the Building Codes Division with revisions and interpretations through October 1, 1996; and
- (2) Where **ASME A17.3** fails to clearly define or govern a specific device or type of conveyance:
  - (a) The code under which the unit was installed, or the latest alteration code, if applicable, shall be used;
  - (b) The 1937 code shall apply to devices installed prior to March 1937.
- (3) When elevator signal fixtures are altered, all elevator signal fixtures, car handrail(s), and two-way communication device(s) shall be brought into compliance with the applicable disability regulations in the **Oregon Structural Specialty Code**.
- (4) All requirements for periodic safety tests, repair of existing devices and maintenance shall be brought into compliance within the time period required in the annual inspection report.
- (5) Except as provided in section (4) of this rule, the maximum time allowed to comply with new maintenance standards for existing elevators shall not be more than 24 months from date of annual inspection except:
  - (a) The replacement of hand line control as required by **ASME A17.3, Item 3.10.1** shall be allowed a maximum of 36 months to comply.
  - (b) All existing elevator hoistway gates or doors required to comply with **ASME A17.3, Item 2.6.1** and car doors or gates required to comply with **Item 3.4.2(a)** shall meet the minimum 72-in. (1828.8 mm) height requirement within 60 months from the date of the annual safety inspection following effective date of this rule, or when the gate requires complete replacement, whichever comes first.
  - (c) All elevators required by **ASME A17.3, Item 3.11.3** to have fire fighters' service shall comply with this rule within 60 months from date of the annual safety inspection following effective date of this rule.
  - (d) All passenger elevators and freight elevators allowed to carry passengers permitted after January 1, 1993, shall comply with **ASME A17.3, Item 3.11.1**. Elevators not in compliance with the applicable chapter of the Oregon Structural Specialty Code for elevator communication devices as of January 1, 1993, shall have 12 months from date of annual inspection to install the proper communicating device.
  - (e) Compliance extensions beyond the limits set in this section may be granted where, because of material shortages or extent of required changes, the additional time is necessary to achieve compliance.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-30-075; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0100; BCD 3-1997, f. 3-18-97, cert. ef. 4-1-97

## Elevator Operating Requirements

## 918-400-0540

### Alternate Approvals

(1) The requirements and procedures for establishing a formal statewide alternate method approval are in ORS 455.060.

(2) When any part of the **Oregon Elevator Specialty Code** adopted by the board for elevators does not have an alternate method approval provision, the division may approve any material, design or method of construction not specifically prescribed in the **Oregon Elevator Specialty Code**, provided the alternate material, design or method of construction is at least equivalent to that prescribed in the code in suitability, quality, strength, effectiveness, fire resistance, durability, dimensional stability, safety and sanitation.

(3) An alternate method approval under section (2) of this rule or under any code provision shall be:

(a) Granted only for a site-specific transaction; and

(b) Based on documentation placed in the permit file showing the items considered in the approval.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 455.060

Stats. Implemented: ORS 455.060

Hist.: DC 25-1982, f. & ef. 12-16-82, Renumbered from 814-30-010; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0030

## 918-400-0550

### Reclassification of Elevators

Elevators shall be reclassified only if the elevator meets, exceeds or is altered to at least the current requirements for the new classification and is so used.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## 918-400-0560

### Taking Elevators Out of Service

Except as provided in OAR 918-400-0700, a person wishing to take an elevator out of service shall:

(1) Within 30 days of taking an elevator out of service, notify the division in writing of the date the elevator was taken out of service; and

(2) Within 12 months from the date the elevator is taken out of service, disable it as an "installation placed out of service," described in the **Safety Code for Elevators and Escalators, ASME A17.1 Section (3)**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

**918-400-0570**

**Placing a Previously Disabled Elevator Back into Service**

When an installation previously placed out of service is intended to be returned to operating service:

- (1) A written request shall be made to the division for an operating license.
- (2) With written permission from the division an elevator contractor may operate the elevator and make necessary repairs and adjustments to make the elevator operational.
- (3) All testing required to place the type of elevator involved back in service shall be witnessed by a division elevator inspector.
- (4) The elevator shall not be placed back into service before an inspection by the division and issuance of an operating permit under OAR 918-400-0530.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

**Inspections and Plan Review**

**918-400-0600**

**Initial Inspections**

- (1) The division shall perform all initial inspections of a new or altered elevator regulated by ORS 460.005 to 460.175.
- (2) Prior to all required final inspections, the elevator contractor or person holding the installation or alteration permit shall call for inspection, giving the division notice of at least three working days. Where new installation and alteration sites are located more than one hour travel, one-way, from an inspector's home duty area, the contractor shall schedule inspections allowing the inspector to return to the home duty area no later than end of business day on Friday or day preceding a holiday.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.125

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-30-065; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0090

**918-400-0610**



**Plan Review Requirements**

Plans and pertinent data submitted to the department under ORS 460.048 shall include proof that the elevator control assembly equipment meets **Oregon Elevator Specialty Code** electrical product requirements:

- (1) By providing the listing or certification number and identification of the approved laboratory that tested the equipment;
- (2) When applicable, date and identification of the electrical special deputy who certified the equipment to the **Oregon Elevator Specialty Code** electrical requirement; or
- (3) Whether requests for listing or certification are pending.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.048

Hist.: BCD 21-1994, f. 9-13-94, cert. ef. 9-15-94; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0120

**Procedures and Enforcement**

**918-400-0700**

**Accident Reporting**

- (1) The division or Chief Elevator Inspector shall be notified of an elevator injury to a person.
- (2) The elevator shall be placed out of service following an injury to a person. The elevator or any part of its equipment shall not be changed or altered, repaired or moved, except to give emergency aid or assistance to the injured person.
- (3) The elevator shall not be returned to service without permission from the division.

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.045

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-30-060; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0085

**918-400-0710**

**Interpretation - Accessibility**

Federal and state accessibility requirements apply to the installation and operation of elevators.

Stat. Auth.: ORS 460.085

Statute Implemented: ORS 460.085

Hist.: BCD 18-1995, f. & cert. ef. 12-15-95

## Fees

### 918-400-0800

#### Fees

(1) Subject to section (2) of this rule, the following elevator fees are adopted under ORS 460.165:

(a) Elevator contractor's license, \$195;

(b) Plan reviews, \$ 35;

(c) Inspections of:

(A) Dumbwaiters, sidewalk elevators, residential elevators, residential inclinator or subveyors, \$34;

(B) Escalators, lowerators, manlifts, stagelifts, inclined elevators, platform hoists or moving walks, \$51;

(C) Power-driven elevators with a four-floor rise or under, \$51;

(D) Power-driven elevators with over a four-floor rise, but under a 10-floor rise, \$64;

(E) Power-driven elevators with over 10-floor rise, but under 20-floor rise, \$81;

(F) Power-driven elevators with a 20-floor rise or over \$96;

(d) Call-back inspections on a mechanism in section (3)(a) through (f) of this rule made by request or in continued existence of a defect, \$25;

(e) Special inspections, \$55 per hour;

(f) Report processing fee, \$0;

(g) Installation or alteration of an elevator, if the total cost of the installation or alteration, other than the inspection fee, is:

(A) \$1,000 or under - \$98;

(B) \$1,001 to \$14,999 - \$98, plus \$13 for each \$1,000 or fraction of \$1,000 by which the cost exceeds \$1,000;

(C) \$15,000 to \$49,999 - \$280, plus \$8 for each \$1,000 or fraction of \$1,000 by which the cost exceeds \$15,000;

(D) \$50,000 or over - \$553, plus \$3 for each \$1,000 or fraction of \$1,000 by which the cost exceeds \$50,000.

(2) Elevator alterations.

(a) No fee shall be charged when an alteration is limited to fixture upgrades to meet Americans with Disabilities Act Accessibility Guidelines (ADAAG);

(b) No fee shall be charged where the alteration is limited to the car interior upgrades that do not alter the gross weight of the car more than five percent;

(c) When a group of elevators under common group control is proposed for an upgrade, and the same upgrade is proposed for all cars in the group, the inspection fee shall be the contract valuation for the entire elevator upgrade project rather than the higher separate inspection fee for each elevator in the group; and

(d) Where the upgrade for a group of elevators is not identical for each elevator, the fees shall be calculated separately based on the contract valuation for each elevator.

### (3) Plans and Plan Review Fees.

(a) Where a complete set of drawings shows all elevators affected by the proposed installation or alteration, only one plan review fee shall be required rather than a separate fee for each elevator, provided the following requirements are all met:

(A) One set of drawings for each elevator in the group;

(B) One set of drawings for the inspector; and

(C) One set of drawings to be reviewed and returned to the elevator contractor when approved.

(b) Where only a single elevator is shown on a complete set of drawings, three complete sets are required for each elevator and a separate plan review fee shall be charged for each elevator;

(c) For the purposes of subsections (3)(a)(A) and (C), a set of drawings shall contain:

(A) Elevation view;

(B) Plan view;

(C) Machine room layout (when applicable to the type of equipment);

(D) Cab and fixture detail;

(E) Hoistway entrance detail; and

(F) Optional architectural drawings.

**Note:** Elevator fees were previously set at the maximums allowed under ORS 460.165. This rule reduces selected inspection fees.

[ED. NOTE: The text of Temporary Rules is not printed in the Oregon Administrative Rules Compilation. Copies may be obtained from the adopting agency or the Secretary of State.]

Stat. Auth.: ORS 460.085

Stats. Implemented: ORS 460.165

Hist.: DC 25-1982, f. & ef. 12-16-82; Renumbered from 814-030-0030; BCA 21-1991(Temp), f. 6-14-91, cert. ef. 7-1-91 thru 12-27-91; BCA 29-1991, f. & cert. ef. 8-30-91; BCD 18-1995, f. & cert. ef. 12-15-95; Renumbered from 918-400-0050; BCD 11-1996(Temp), f. & cert. ef. 7-1-96; BCD 27-1996, f. & cert. ef. 12-4-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 440**

**MECHANICAL SPECIALTY CODE**

**918-440-0000**

**Reasonable Notice to Interested Parties: Mechanical Specialty Code**

Prior to the adoption, amendment or repeal of any rule relating to the **Oregon State Mechanical Specialty Code** or **Structural Specialty Code**, to certification of Local Government Building Officials or Inspectors, or to other responsibilities under ORS 455.010 to 455.990, the Building Codes Agency shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 15 days prior to the effective date.
- (2) By mailing a copy of the Notice to persons on the Structural/Mechanical Section's mailing list established pursuant to ORS 183.335(7) and 455.030.
- (3) By mailing a copy of the notice to the following organizations:
  - (a) Portland Association of Plumbing, Heating and Cooling Contractors;
  - (b) Willamette Association of Plumbing, Heating and Cooling Contractors;
  - (c) Oregon State Association of Plumbing, Heating and Cooling Contractors;
  - (d) Independent Plumbing Contractors of Oregon, Inc.;
  - (e) Northeastern Oregon Association of Plumbing, Heating and Cooling Contractors;
  - (f) Central Oregon Mechanical Contractors Association;
  - (g) Structural Engineers Association of Oregon;
  - (h) International Conference of Building Officials:
  - (A) Columbia River Chapter;

- (B) Central Oregon Chapter;
- (C) Southern Oregon Chapter;
- (D) Willamette Valley Chapter of Mechanical Officials.
- (i) Homebuilders' Association of Portland;
- (j) Oregon State Homebuilders' Association;
- (k) League of Oregon Cities;
- (l) Association of Oregon Counties;
- (m) Housing and Urban Development (HUD);
- (n) Cascade Chapter of International Association of Plumbing and Mechanical Officials;
- (o) Oregon Council of A.I.A.;
- (p) Oregon State Health Division;
- (q) Oregon Mobile Home Dealers' Association;
- (r) Professional Engineers of Oregon;
- (s) International Conference of Building Officials (Calif.);
- (t) Building Codes Agency;
- (u) Legislative Counsel;
- (v) Construction Specification Institute:
- (A) Portland Chapter;
- (B) Willamette Valley Chapter.
- (w) Department of Veterans' Affairs;
- (x) American Institute of Building Design, Oregon Chapter;
- (y) Oil Heat Institute;
- (z) Oregon Associated General Contractors:
- (aa) Workers' Compensation Board;
- (bb) Association of Engineering Geologists;
- (cc) Oregon Historical Society;
- (dd) Oregon Masonry Institute;
- (ee) American Steel Institute;
- (ff) American Concrete Association;

- (gg) Oregon Fire Chiefs' Association;
- (hh) Oregon Fire Marshal's Association;
- (ii) Oregon Fire Standards and Accreditation Board;
- (jj) Oregon Architectural Barriers Council; and
- (kk) Oregon State Building Officials Association.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Agency.]

Stat. Auth.: ORS Ch. 183

Stats. Implemented: ORS 183.335

Hist.: DC 63, f. & ef. 12-5-75; Renumbered from 814-27-000

## **918-440-0010**

### **Rules Establishing Minimum Safety Standards for the Design and Construction of Mechanical Systems in Buildings**

Effective April 1, 1996, the **1996 Oregon Mechanical Specialty Code** is the **1994 Edition** of the **Uniform Mechanical Code**, as published by the International Conference of Building Officials, as amended by the Building Codes Division.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 447.230, 455.010 - 455.130, 455.610, 456.755, 456.760(3), 456.770, 456.785, Ch. 460 & 476

Stats. Implemented: 455.110

Hist.: DC 35, f. 6-5-74, ef. 6-25-74; DC 52(Temp), f. & ef. 7-3-75 thru 10-31-73; DC 62, f. 11-20-75, ef. 1-1-76; DC 68, f. 3-3-76, ef. 4-1-76; DC 75, f. 5-21-76, ef. 8-1-76; DC 85, f. 8-19-76, ef. 10-1-76; DC 22-1978, f. 9-1-78, ef. 10-1-78; DC 8-1979, f. 4-30-79, ef. 5-1-79/8-1-79/1-1-80; DC 14-1979, f. 12-27-79, ef. 1-1-80; DC 6-1980, f. 6-5-80, ef. 7-1-80; DC 11-1981, f. & ef. 7-20-81; DC 13-1981, f. 10-30-81; ef. 11-1-81; DC 14-1983, f. 6-23-83, ef. 8-1-83; DC 26-1984, f. 8-31-84, ef. 9-15-84; DC 10-1986, f. 6-30-86, ef. 7-1-86; DC 5-1987(Temp), f. & ef. 3-26-87; BCA 3-1987, f. & ef. 8-4-87; BCA 7-1987, f. & ef. 9-3-87; Renumbered from 814-027-0005; BCA 34-1989, f. 12-21-89, ef. 1-1-90; BCA 32-1991(Temp), f. & cert. ef. 9-30-91; BCA 6-1992, f. 3-24-92, cert. ef. 3-27-92; BCA 27-1992, f. 12-29-92, cert. ef. 1-1-93; BCD 2-1995, f. & cert. ef. 2-9-95; BCD 2-1996, f. 2-2-96, cert. ef. 4-1-96

## **Voluntary Energy Conservation**

## **918-440-0020**

### **Voluntary Energy Conservation Standards for Public Buildings Constructed Prior to January 1, 1978**

Voluntary energy conservation standards for public buildings constructed prior to January 1, 1978, have been adopted by the Building Codes Agency pursuant to Chapter 853, Oregon Laws 1977 (House Bill 3309).

Stat. Auth.: ORS Ch.

Stats. Implemented: ORS 469.745

Hist.: DC 17-1978, f. 4-28-78, ef. 7-1-78; Renumbered from 814-027-0100

**918-440-0030**

**Energy Efficiency Rating (E.E.R.) System Single Family Residences**

(1) Scope: These rules provide a voluntary energy efficiency rating system for single family residences to encourage voluntary energy conservation and the voluntary use in real estate transactions.

(2) Definitions:

(a) "E.E.R." means Energy Efficiency Rating;

(b) "Single Family Residence" means a structure designed as a residence for one family and sharing no common wall with another residence of any type.

(3) Energy Efficiency Rating: The Energy Efficiency Rating (E.E.R.) is to be determined by the following steps:

(a) Determine the total energy used in the residence over the last 12 months' period in thousands of BTU'S:

(A) Determine electrical energy (KWH) used (source: Electrical bills or utility company). Multiply the total KWH by 3413 BTU'S equals the total electric BTU'S used. (Electric KWH) x 3413 = BTU'S;

(B) Determine natural gas therms used (source: Gas bills or the gas company). Multiply the therms used by 100,000 then by 0.75 (Efficiency Factor). This equals the total gas BTU'S used. (Gas therm) x 100,000 x 0.75 = BTU'S;

(C) Determine heating oil BTU'S by multiplying total gallons by 140,000 then by 0.75 (Efficiency Factor). This equals the total oil BTU'S used. (Oil Gallons) x 140,000 x 0.75 = BTU'S;

(D) Total the types of energy BTU'S used in the residence to determine total BTU'S used in the 12 months. (Electrical BTU'S + Gas BTU'S = Oil BTU'S = TOTAL BTU'S.);

(E) Divide total BTU'S by one thousand equals total thousand's BTU'S used:

-

TOTAL BTU'S

1,000

= TOTAL THOUSAND BTU'S USED

(b) Determine the square footage of living (heated) space of the residence. (Source: House plans, measurement, or county assessor.);

(c) Divide total thousand BTU'S used by the square footage of living space. The results are the E.E.R. of the residence that year:



**TOTAL THOUSAND BTU'S USED**  
**TOTAL SQUARE FEET LIVING SPACE**

**= E.E.R.**

Stat. Auth.: ORS Ch.

Stats. Implemented: ORS 469.700

Hist.: DC 16-1978, f. 4-28-78, ef. 7-1-78; Renumbered from 814-027-0105

**918-440-0040**

**Amendments to the Oregon Mechanical Specialty Code**

Explanation.

(1) The **Mechanical Specialty Code** is generally readopted every three years coinciding with the national readoption of the related **Uniform Mechanical Code**. During each cycle the Oregon code may be amended. Amendments adopted are placed in rule, showing the division reference, the date the board took formal action, a descriptive caption and a short description of the amendment. This serves as a cumulative index of updates to the current code. When the code is readopted, these amendments will be physically integrated into the new code and removed from rule. As amendments are adopted to the new code they will be in this rule. This provides a summary of the makeup of the most current **Mechanical Specialty Code**.

(2) Effective April 1, 1997, **Section 1003.1** is amended to delete Exception 3.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the office of the Building Codes Division.]

Stat. Auth.: ORS 455.030

Stats. Implemented: ORS 455.110

Hist.: BCD 32-1994, f. & cert. ef. 12-30-94; BCD 2-1996, f. 2-2-96, cert. ef. 4-1-96; BCD 5-1997, f. 3-21-97, cert. ef. 4-1-97

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 450**

**SEASONAL FARM-WORKER HOUSING**

**918-450-0005**

**Seasonal Farm-Worker Housing**

(1) Authority, Purpose and Scope of Rule:

(a) This rule is authorized by ORS 455.380 and Oregon Laws 1989, Chapter 964;

(b) This rule creates a uniform application and method for computing construction permit fees and adopts a minimum health and safety standard for the rehabilitation of existing seasonal farm-worker housing outside of city boundaries;

(c) This rule applies even though the applicant for a permit does not otherwise meet the requirements of ORS Chapter 455 and rules under that chapter.

(2) Issuance of Permits: Regardless of the provisions of ORS 455.150:

(a) The application for construction permits throughout the state for the rehabilitation of existing seasonal farm-worker housing, shall be filed on a uniform application form captioned, "Statewide Application Form Rehabilitation of Existing Farm-Worker Housing," provided by the Building Codes Agency or on a reasonable copy of the form;

(b) The fee for the structural portion of the building permit for rehabilitation of seasonal farm-worker housing shall be computed by taking the value of work that will be added to the existing structure, dividing that amount in one-half, rounding the resulting amount to the nearest dollar and applying that amount to the valuation table for determining the structural portion of the permit fee. All other methods of computing permit fees shall be uniform throughout the state and shall follow the methods established by the Building Codes Agency for the applicable specialty code.

(3) Standards:

(a) Adoption: The minimum health and safety standard for the rehabilitation of existing seasonal farm worker housing outside of city limits is the **Oregon Occupational Safety and Health Code**, OAR 437-002-0142 (Labor Camps) effective February 1, 1993 which is adopted by reference;

(b) Interpretation: The following sections of the **Occupational Safety and Health Code**, OAR 437-002-0142, are not applicable to the enforcement of health and safety construction standards for the rehabilitation of existing seasonal

housing:

(A) OAR 437-002-0142(6);

(B) OAR 437-002-0142(7)(b), (c), (h), (i), (j), (k) and (l);

(C) OAR 437-002-0142(8)(b) and (c);

(D) OAR 437-002-0142(9)(e), (g), (h), (k), (m), (q), (r) and (t)

(E) OAR 437-002-0142(11);

(F) OAR 437-002-0142(12)(e), (f), (g), (h), (i), (j) and (o);

(G) OAR 437-002-0142(13) except that the first two sentences of OAR 437-002-0142(13)(a) are not adopted;

(H) OAR 437-002-0142(14);

(I) OAR 437-002-0142(15);

(J) OAR 437-002-0142(16);

(K) OAR 437-002-0142(17); and

(L) OAR 437-002-0142(18).

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Agency.]

Stat. Auth.: ORS 455.380

Stats. Implemented: ORS 455.380

Hist.: BCA 29-1989(Temp), f. 12-8-89, cert. ef. 12-15-89; BCA 12-1990, f. & cert. ef. 6-1-90; BCA 2-1993(Temp), f. 2-12-93, cert. ef. 2-15-93; BCA 5-1993, f. 4-5-93, cert. ef. 4-15-93

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 460**

**STRUCTURAL SPECIALTY CODE**

**918-460-0000**

**Reasonable Notice to Interested Parties: Structural Specialty Code**

Prior to the adoption, amendment or repeal of any rule relating to the **Oregon State Structural Specialty Code** or **Mechanical Specialty Code**, or to other responsibilities under ORS 455.010 to 455.990, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 15 days prior to the effective date.
- (2) By mailing a copy of the notice to persons on the Structural/Mechanical Section's mailing list established pursuant to ORS 183.335(7) and 455.030.
- (3) By mailing a copy of the notice to the following organizations:
  - (a) Portland Association of Plumbing, Heating and Cooling Contractors;
  - (b) Willamette Association of Plumbing, Heating and Cooling Contractors;
  - (c) Oregon State Association of Plumbing, Heating and Cooling Contractors;
  - (d) Independent Plumbing Contractors of Oregon, Inc.;
  - (e) Northeastern Oregon Association of Plumbing, Heating and Cooling Contractors;
  - (f) Central Oregon Mechanical Contractors Association;
  - (g) Structural Engineers Association of Oregon;
  - (h) International Conference of Building Officials:
    - (A) Columbia River Chapter;
    - (B) Central Oregon Chapter;

- (C) Southern Oregon Chapter;
- (D) Willamette Valley Chapter of Mechanical Officials.
- (i) Homebuilders' Association of Portland;
- (j) Oregon State Homebuilders' Association;
- (k) League of Oregon Cities;
- (l) Association of Oregon Counties;
- (m) Housing and Urban Development (HUD);
- (n) Cascade Chapter of International Association of Plumbing and Mechanical Officials;
- (o) Oregon Council of A.I.A.;
- (p) Oregon State Health Division;
- (q) Oregon Mobile Home Dealers' Association;
- (r) Professional Engineers of Oregon;
- (s) International Conference of Building Officials (Calif.);
- (t) Building Codes Division;
- (u) Legislative Counsel;
- (v) Construction Specification Institute:
- (A) Portland Chapter;
- (B) Willamette Valley Chapter.
- (w) Department of Veterans' Affairs;
- (x) American Institute of Building Design, Oregon Chapter;
- (y) Oil Heat Institute;
- (z) Oregon Associated General Contractors:
- (aa) Workers' Compensation Board;
- (bb) Association of Engineering Geologists;
- (cc) Oregon Historical Society;
- (dd) Oregon Masonry Institute;
- (ee) American Steel Institute;
- (ff) American Concrete Association;

- (gg) Oregon Fire Chiefs' Association;
- (hh) Oregon Fire Marshal's Association;
- (ii) Oregon Fire Standards and Accreditation Board;
- (jj) Oregon Architectural Barriers Council;
- (kk) Oregon State Building Officials Association;
- (ll) Associated Press; and
- (mm) United Press International.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 183

Stats. Implemented: ORS 183.335

Hist.: DC 63, f. & ef. 12-5-75; DC 9-1983, f. & ef. 3-15-83; Renumbered from 814-026-0000 & 814-026-0001

## 918-460-0010

### Rules Establishing Minimum Safety Standards for the Design and Construction of Buildings

Effective April 1, 1996, the **1996 Oregon Structural Specialty Code** is the **1994 Edition of the Uniform Building Code** and the **1994 Edition of the Uniform Building Code Standards**, as published by the International Conference of Building Officials, with errata through March 31, 1996, as amended by the Building Codes Division and excepting those portions noted in the **Code** as not adopted. Provisions not adopted are included for reference and may be adopted locally by municipal jurisdictions.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.020, 455.447 & 455.610

Stats. Implemented: ORS 455.110

Hist.: DC 34, f. 6-5-74, ef. 6-25-74; DC 36(Temp), f. & ef. 7-1-74; DC 37, f. 8-30-74, ef. 9-25-74; DC 45, f. 4-7-75, ef. 4-25-75; DC 51(Temp), f. & ef. 7-3-75 - 10-31-75; DC 61, f. 11-20-75, ef. 1-1-76; DC 67, f. & ef. 2-19-76; DC 68, f. 3-3-76, ef. 4-1-76; DC 76, f. 5-21-76, ef. 8-1-76; DC 77, f. 5-26-76, ef. 6-3-76; DC 84, f. 8-19-76, ef. 10-1-76; DC 102, f. & ef. 11-1-77; DC 104, f. 12-1-77, ef. 12-10-77; DC 2-1978, f. 1-20-78, ef. 3-1-78; DC 18-1978, f. 5-4-78, ef. 5-15-78; DC 5-1978(Temp), f. 2-22-78, ef. 3-1-78 thru 4-29-78; DC 29-1978, f. 10-27-78, ef. 1-1-79; DC 31-1978(Temp), f. 12-8-78, ef. 1-1-79; DC 33-1978(Temp), f. 12-27-78, ef. 1-1-79; DC 6-1979 (Temp), f. 3-13-79, ef. 4-1-79; DC 8-1979, f. 4-30-79, ef. 5-1-79/8-1-79/1-1-80; DC 12-1979(Temp), f. 7-2-79, ef. 8-1-79; DC 13-1979, f. 11-1-79, ef. 12-1-79; DC 7-1980, f. 6-5-80, ef. 7-1-80; DC 15-1980(Temp), f. & ef. 10-13-80; DC 11-1981, f. & ef. 7-20-81; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 15-1981, f. 10-30-81, ef. 1-1-82; DC 9-1982, f. & ef. 3-1-82; DC 14-1983, f. 6-23-83, ef. 8-1-83; DC 26-1984, f. 8-31-84, ef. 9-15-84; DC 35-1984, f. & ef. 11-28-84; DC 14-1985(Temp), f. & ef. 6-21-85; DC 21-1985, f. 12-18-85, ef. 1-1-86; DC 10-1986, f. 6-30-86, ef. 7-1-86; DC 19-1986, f. 10-31-86, ef. 11-1-86; DC 5-1987(Temp), f. & ef. 3-26-87; DC 12-1987(Temp), f. 4-21-87, ef. 4-24-87; BCA 7-1987, f. & ef. 9-3-1987; BCA 11-1987, f. & ef. 10-21-87; BCA 12-1987, f. & ef. 11-5-87; Renumbered from 814-026-0005; BCA 34-1989, f. 12-21-89, cert. ef. 1-1-90; BCA 30-1990, f. 12-21-90, cert. ef. 1-1-92; BCA 43-1991(Temp), f. 12-24-91, cert. ef. 1-1-92; BCA 3-1992(Temp), f. 3-4-92, cert. ef. 3-5-92; BCA 12-1992, f. 6-29-92, cert. ef. 7-1-92; BCA 27-1992, f. 12-29-92, cert. ef. 1-1-93; BCA 3-1993(Temp), f. & cert. ef. 3-3-93; BCA 19-1993(Temp), f. 8-26-93, crt. ef. 9-1-93; BCA 26-1993, f. 10-22-93, cert. ef. 11-1-93; BCD 6-1994, f. 2-25-94, cert. ef. 5-1-94; BCD 2-1996, f. 2-2-96, cert. ef. 4-1-96

## 918-460-0015

## Amendments to the Structural Specialty Code

(1) Explanation. The **Structural Specialty Code** is generally readopted every three years coinciding with the national readoption of the related **Uniform Building Code**. During each cycle the Oregon code may be amended. Amendments adopted are placed in this rule, showing the Division reference, the date the board took formal action, a descriptive caption and a short description of the amendment. This serves as a cumulative index of updates to the current code. When the code is readopted these amendments will be physically integrated into the new code and removed from this rule. As amendments are adopted to the new code, they will be in this rule. This provides a "snapshot" of the makeup of the most current **Structural Specialty Code**.

(2) On March 13, 1996, the Building Codes Structures Board recommended amending **Structural Specialty Code Sections 1102, 1108.3 and 1112**, effective April 1, 1996:

(a) To establish exceptions to the requirements for elevators as set forth in ORS 447.247; and

(b) To define "lowest flooring" and "overhead finish."

(3) The amendments to **Sections 1102, 1108.3 and 1112** are adopted by reference effective April 1, 1996.

(4) On August 6, 1997, the Building Codes Structures Board recommended amending **Structural Specialty Code Sections 1703 and 2211** effective October 1, 1997:

(a) To establish guidelines for welding moment frame and special moment-resisting frames; and

(b) Nondestructive testing of moment frames.

(5) The amendments to **Sections 1703 and 2211** are adopted by reference effective October 1, 1997.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 447.231, 447.247, 455.030 & 455.110

Stats. Implemented: ORS 447.247 & 455.110

Hist.: BCA 18-1993, f. 8-24-93, cert. ef. 8-29-93; BCA 28-1993, f. 10-22-93, cert. ef. 1-1-94; BCD 6-1994, f. 2-25-94, cert. ef. 5-1-94; BCD 22-1994, f. 9-28-94, cert. ef. 1-1-95; BCD 31-1994(Temp), f. & cert. ef. 12-23-94; BCD 32-1994, f. & cert. ef. 12-30-94; BCD 2-1995, f. & cert. ef. 2-9-95; BCD 5-1995, f. & cert. ef. 3-15-95; BCD 2-1996, f. 2-2-96, cert. ef. 4-1-96; BCD 6-1996, f. 3-29-96, cert. ef. 4-1-96; BCD 12-1997, f. 9-10-97, cert. ef. 10-1-97

## 918-460-0020

### Master Plan Review Fee

Plans submitted for approval in one or more municipalities as a "master plan" shall be reviewed at a minimum hourly rate of \$40 per hour or fractional hour thereof.

Stat. Auth.: ORS Ch. 447, 455 & 456

Stats. Implemented: ORS

Hist.: DC 13-1981, f. 10-30-81, ef. 11-1-81; Renumbered from 814-026-0010

## 918-460-0030



## Fees for Plan Review and Permits

Fees for plan review and permits issued by the Division for construction, alteration and repair of prefabricated structures and of buildings and other structures as established by these rules and authorized by ORS 455.210, shall be determined by using the value for estimated construction cost as 83 percent of the value shown on the construction valuation table published by the International Conference of Building Codes (ICBO) in March/April, 1994, amended to include pole buildings not shown on the ICBO table, and to use the alternative (good) value for dwellings and apartment houses. A copy of the amended table, adjusted for Oregon, is attached to this rule and identified as **Exhibit 1**. The valuation for plan review of buildings whose occupancies and types of buildings not listed in the valuation table shall be established at the actual project cost, including profit and overhead.

[ED. NOTE: The Exhibit(s) referenced in this rule is not printed in the OAR Compilation. Copies are available from the Building Codes Division.]

Stat. Auth.: ORS 455.210

Stats. Implemented: ORS 455.210

Hist.: BCA 12-1991(Temp), f. 5-15-91, cert. ef. 7-1-91; BCA 14-1991(Temp), f. 6-7-91, cert. ef. 7-1-91; BCA 27-1991, f. 8-29-91, cert. ef. 8-30-91; BCA 19-1992, f. & cert. ef. 9-15-92; BCA 14-1993(Temp), f. 6-30-93, cert. ef. 7-1-93; BCA 25-1993, f. 10-22-93, cert. ef. 11-1-93; BCD 19-1994, f. 8-30-94, cert. ef. 9-1-94

## 918-460-0040

### Fire and Life Safety Plan Review Fee

(1) Authority for rule. This rule is authorized by ORS 455.210(2).

(2) Fee. When a fire and life safety plan review is conducted under ORS 479.155, the fee shall be 40 percent of the structural permit fee. This fee is in addition to the 65 percent structural plan review fee.

Stat. Auth.: ORS 455.210

Stats. Implemented: ORS 455.210

Hist.: BCD 11-1994, f. & cert. ef. 4-25-94

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 470**

**ABATEMENT OF BUILDINGS DAMAGED BY EARTHQUAKE**

**918-470-0010**

**General**

- (1) "Division means the Building Codes Division of the Department of Consumer and Business Services.
- (2) These rules are adopted to enforce the authority granted to the Building Codes Division in ORS 401.537 and 401.539, and are not intended to limit or alter other remedies available to the Division, to local jurisdictions or to any private property owner or citizen, otherwise established by law.
- (3) Inspectors employed by the Division and other persons specifically authorized by the Administrator shall make inspections and take such actions as may be required to enforce the provisions of this rule.
- (4) When a county or city government or another agency of the State of Oregon has concurrent jurisdiction with the Division to inspect and abate unsafe buildings, and issues a vacation or abatement order, the Division will withhold action, unless the unsafe condition of the structure continues after the order issued by the other agency or jurisdiction has been withdrawn.
- (5) If a building or structure damaged by earthquake is listed on the National Register of Historic Places, is determined by the State Historic Preservation Officer to be eligible for listing on the Register, or is otherwise included in the categories listed in ORS 401.539(4), the Division or municipality shall, upon request of the State Historic Preservation Officer consult with the State Historic Preservation Office to review alternative methods as required by ORS 401.539(2)(a) and (c). If the State Historic Preservation Officer has not requested review of the order within 45 days of the date of required by OAR 918-470-0050(4) the order may be enforced.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

**918-470-0020**

## **Abatement of Earthquake Damaged Structures**

All structures or portions of structures which as a result of earthquake are determined by the Division to be in unsafe conditions as defined in ORS 455.010(10) are declared to be public nuisances and shall be abated by repair, rehabilitation, demolition or removal in accordance with ORS 401.539.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0030**

### **Inspection and Permits Required**

All work performed on buildings or structures subject to these rules for which a permit is required shall be subject to inspection in accordance with the applicable specialty code.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0040**

### **Identifying Unsafe Buildings and Structures**

Any building damaged by earthquake suffering from any or all of the following conditions or defects shall be determined to be unsafe as defined in ORS 455.010(10), if life, health, property or safety of the public or its occupants are endangered:

- (1) The stress in any materials, member or portion thereof, due to all dead and live loads, is more than one- and one-half times the working stress or stresses allowed in **Oregon Structural Specialty Code (OSSC)** for new buildings of similar structure, purpose or location.
- (2) Any portion of the building has been damaged to the extent the building's structural strength or stability is materially less than it was before the earthquake and is less than the minimum requirements of the OSSC for new buildings of similar structure, purpose or location.
- (3) Any portion, member or appurtenance of the building is likely to fail, or become detached or dislodged, or collapse and injure persons or damage property.
- (4) Any portion, member, appurtenance of the building or ornamentation on the exterior of the building is damaged to the point that it lacks sufficient strength or stability to resist a wind pressure of one-half of that specified for new buildings of similar structure, purpose or location without exceeding the working stresses permitted in the OSSC for such buildings.
- (5) Any portion of the building has racked, warped, buckled or settled so walls or other structural portions have materially less resistance to winds or continued earth movement than is required in the case of similar new construction.
- (6) The building or structure, or any portion of the building is determined by an inspector employed or authorized by the

Division to be unsafe for the purpose for which it is being used.

(7) The exterior walls or other vertical structural members list, lean or buckle to the extent a plumb line passing through the center of gravity does not fall inside the middle one-third of the base.

(8) The building or structure, exclusive of the foundation, shows 33 percent or more damage to its supporting member or members, or 50 percent damage to the non-supporting members, outside walls or coverings.

(9) The building or structure has been so damaged to become an attractive nuisance to children.

(10) Damage resulting in faulty electrical wiring, gas connections or heating apparatus, or other cause, is a fire hazard.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0050**

### **Enforcement and Notice**

When the Division or a municipality determines a building to be unsafe, it shall begin proceedings to require the repair, vacation or demolition of the building.

(1) A notice and order shall contain:

(a) The street address and a legal description sufficient to identify the property upon which the building is located;

(b) A statement that the building has been found to be unsafe and a brief, concise description of the conditions found to cause the building to be unsafe.

(c) A statement of the required action. If the Division or municipality determines the building or structure must be:

(A) Repaired, the order shall require all necessary permits be secured and the work physically commenced within the time (not to exceed 180 days from the date of the order), and completed within the time stated in the order;

(B) Vacated, the order shall require the building or structure be vacated within a time certain from the date of the order;

(C) Demolished, the order shall require the building be vacated within the period set out in the order (not to exceed 60 days from the date of the order), that all necessary permits be secured and the demolition be completed within the time stated in the order.

(d) Statements advising if any required repair or demolition work is not commenced within the time specified, the building will be ordered vacated and posted to prevent further occupancy until the work is completed;

(e) Statement advising any person having a legal interest in the building may request a hearing to review the order as provided by OAR 918-470-0090 and failure to appeal may be a waiver of all rights to an administrative hearing.

(f) If the building or structure is listed as an historic structure on the National Register of Historic Properties, a statement that the structure may be subject to the provisions of ORS 401.575 et seq. relating to special assessment of historic property.

- (2) An order and notice to vacate may be in addition to any other remedial action ordered or required by the Division.
- (3) The notice and order, and any amended or supplemental notice and order, shall be served upon the record owner and posted on the property. One copy shall be served on each of the following as disclosed from official public records:
- (a) The holder of any mortgage or deed of trust or other lien or encumbrance of record;
  - (b) The owner or holder of any lease of record; and
  - (c) The holder of any other estate or legal interest of record in or to the building or the land on which it is located;
  - (d) Failure to serve any person required shall not invalidate any proceedings as to any other person duly served or relieve any person from any duty or obligation imposed by the provisions of these rules.
- (4) If the building or structure is listed as an historic structure on the National Register, or is otherwise included in the categories listed in ORS 401.539(4), notice shall be served upon the Oregon State Historic Preservation Officer. If the building or structure is protected by a municipality pursuant to OAR 660-016-0000 et seq., notice shall be served upon the municipal agency charged with compliance in OAR 660-016-0000. Notice pursuant to this section shall be served concurrently to other notice made pursuant to section (3) of this rule.
- (5) Service of the notice and order shall be made upon all persons either personally or by mailing a copy of the notice and order by certified mail, postage prepaid, return receipt requested, at the address appearing on the last equalized assessment roll of the county. If the address is unknown, a copy of the notice and order shall be mailed, addressed to the person, at the address of the building involved in the proceedings. Failure of any person to receive notice shall not affect the validity of any proceedings taken under this section. Service by certified mail shall be effective on the date of mailing.
- (6) Proof of service of the notice and order shall be certified at the time of service by a written declaration, by the persons effecting service. The proof of service shall contain the time, date and manner service was made. The declaration, and any receipt card returned acknowledging receipt by certified mail shall be attached to the copy of the notice and order retained by the Division or municipality.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0060**

### **Recording Notice and Order**

If the person to whom the order is directed does not comply with the order within the time specified, and no appeal has been filed, the Division or municipality shall file with the county recorder a certificate describing the property, certifying that the structure is unsafe and the record owner has been notified. When the corrections ordered are completed or the structure demolished and no longer exists as unsafe, a new certificate shall be filed with the county recorder certifying the building has been demolished or all required corrections have been made and the structure is no longer unsafe.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

**918-470-0070**

**Notice to Vacate**

(1) Every notice to vacate shall, in addition to being served as provided in OAR 918-470-0050(4), be posted at or upon each entrance to the building in substantially the following form:

**UNSAFE**  
**DO NOT ENTER OR OCCUPY**

**WARNING:** This structure has been seriously damaged and is unsafe. Entry may result in death or injury.

(Enforcement Authority)

By\_\_\_\_\_

Date:

Facility name and address:

**DO NOT REMOVE THIS NOTICE UNTIL AUTHORIZED BY GOVERNING AUTHORITY**

(2) Any notice and order to vacate shall include a statement of the emergency and the conditions which necessitate the order. Except as necessary to comply with an order to repair or demolish, no person shall remain in, enter or occupy any building which has been posted to vacate. The notice shall not be removed or defaced until the required repairs, demolition or removal have been completed and if required, a Certificate of Occupancy issued according to the provisions of OSSC.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

**918-470-0080**

**Appeals**

(1) Appeals from a decision of a person acting under authority of the Division shall be directed to the Division as provided in OAR 918-470-0090, and heard as a contested case under the provisions of ORS 183.413 through 183.464.

(2) Appeals from an order of a municipality shall be heard by the local appeals board and any appeal from a decision of a local appeals board shall proceed under the provisions of ORS 455.690.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0090**

### **Right to Hearing on Appeal to Division**

(1) Any person entitled to receive notice under OAR 918-470-0050 may appeal an order or action of the Division under this rule by filing a written appeal and request for hearing with the Division containing:

(a) A heading in the words: "Before the Department of Consumer and Business Services, Building Codes Division";

(b) A caption reading: "Appeal of \_\_\_\_\_" giving the names of all appellants participating in the appeal;

(c) A statement of the appellant's legal interest in the building or the land involved in the notice and order;

(d) A statement of the specific order or action protested, and any relevant material facts;

(e) A statement of the relief sought and the reasons why the order or action should be reversed, modified or otherwise set aside;

(f) The appeal shall be signed by all parties named as appellants, include the mailing address of each and contain a signed statement by at least one of the parties, verifying the truth of the matters stated.

(2) An appeal filed under these rules shall be filed within 30 days of the date the order was served. If the condition of the structure makes it immediately dangerous to persons, the public or adjacent property, is ordered vacated and is posted in accordance with OAR 918-470-0070, the appeal shall be filed within ten days from the date of service of the notice and order.

(3) As soon as practicable after receiving the written appeal, the Division shall set a date, time and place for the hearing. The date shall be not less than ten days or more than 60 days from the date the appeal was filed with the Division. Written notice of the time and place of the hearing shall be given to each appellant at least ten days prior to the hearing date. The date of delivery of the notice shall show the date a copy of the notice is delivered to the appellant personally or the date of mailing by mailing a copy, postage prepaid, addressed to the appellant at the address shown on the appeal.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

## **918-470-0100**

### **Staying of Order Under Appeal**

Except for vacation orders according to OAR 918-470-0070, enforcement of any order issued under these rules shall be stayed while the appeal is pending.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

**918-470-0110**

**Extension of Time to Perform Work or Pay Fees**

(1) Upon determination that an extension of time will not create or perpetuate an imminent danger to life or property the Division or municipality may grant an extension of time to complete any repair, rehabilitation or demolition. Any extension is limited to the physical repair, rehabilitation or demolition of the building or structure and will not extend the time to appeal the notice or order.

(2) If emergency funding through Federal or State grants or loans is available to assist in payment of repairs or reconstruction, the Division or municipality may proceed with any required plan review and allow an extension of time to pay required permit fees until the funds are available. Payment of all required fees, or arrangement for payment of fees satisfactory to the jurisdiction providing inspections, shall occur prior to actual issuance of permits.

Stat. Auth.: ORS 401.539 & 455.020

Stats. Implemented: ORS 401.539

Hist.: BCD 9-1994, f. 3-30-94, cert. ef. 5-1-94

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 480**

**ONE AND TWO FAMILY DWELLING SPECIALTY CODE**

**918-480-0000**

**Minimum Safety Standards for the Design and Construction of One and Two Family Dwellings**

(1) The **1995 Edition** of the **CABO One and Two Family Dwelling Code**, with errata, as published by the Council of American Building Officials, and as further amended by the Building Codes Division, with errata is adopted as the **Oregon 1996 One and Two Family Dwelling Specialty Code**.

(2) The errata and Oregon amendments that are adopted are those made through March 31, 1996.

(3) A copy of the **Oregon One and Two Family Dwelling Specialty Code** is maintained at the offices of the Division for public viewing on behalf of the Secretary of State.

(4) Applicability of code changes to pending applications. Code requirements in effect at the time a plan review or permit application is filed shall control the construction under the application unless the applicant agrees to be controlled by subsequent changes.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.030, 455.525, 455.380, 456.770 & 456.785

Stats. Implemented: ORS 455.610

Hist.: DC 11-1986, f. 6-30-86, ef. 7-1-86; DC 6-1987(Temp), f. & ef. 4-3-87; Renumbered from 814-31-005; BCA 3-1990, f. 1-30-90, cert. ef. 4-1-90; BCA 7-1990(Temp), f. 3-23-90, cert. ef. 4-1-90; BCA 21-1990, f. 8-28-90, cert. ef. 9-24-90; BCA 30-1990, f. 12-21-90, cert. ef. 1-1-92; BCA 8-1991, f. 4-10-91, cert. ef. 7-1-91; BCA 32-1991(Temp), f. & cert. ef. 9-30-91; BCA 1-1992, f. & cert. ef. 2-6-91; BCA 4-1992(Temp), f. 3-4-92, cert. ef. 3-5-92; BCA 6-1992, f. 3-24-92, cert. ef. 3-27-92; BCA 13-1992, f. 6-29-92, cert. ef. 7-1-92; BCA 28-1992(Temp), f. 12-30-92, cert. ef. 1-1-93; BCA 3-1993(Temp), f. & cert. ef. 3-3-93; BCA 7-1993, f. 4-28-93, cert. ef. 5-1-93; BCA 10-1993(Temp), f. & cert. ef. 6-11-93; BCD 3-1996, f. 2-2-96, cert. ef. 4-1-96

**918-480-0010**

**Amendments to the One and Two Family Dwelling Speciality Code**

(1) Explanation. The **One and Two Family Dwelling Specialty Code** is generally readopted every three years coinciding with the national readoption of related model code. During each cycle the Oregon code may be amended. Amendments adopted are placed in this rule, showing the Division reference, the date the adopting board took formal action, a descriptive caption and a short description of the amendment. This will serve as a cumulative index of updates to the current code. When the code is readopted these amendments will be physically integrated into the new code and the references will be removed from this rule. As amendments are adopted to the new code, they will be in this rule. This provides a "snapshot" of the makeup of the most current **Oregon One and Two Family Dwelling Specialty Code**.

(2) Effective April 1, 1997:

(a) **Section 316.1** is amended to clarify that smoke detectors located outside sleeping rooms shall be interconnected;

(b) **Section 3309** is amended to add an Exception 2 to permit water heater sealed enclosures as permitted in **Section 2307.2**;

(c) The **1994 Edition** of the **Dwelling Requirements of the Uniform Plumbing Code** as published by the International Association of Plumbing and Mechanical Officials and amended by the division are adopted as the plumbing provisions of the **1996 One and Two Family Dwelling Specialty Code**; and

(d) The electrical provisions in **Chapters 39, 40, 41, 42, 44, 45** and **46** listed below as "Dwelling Code" are amended to be consistent with the **1996 Electrical Specialty Code**, listed below as "1996 NEC": Dwelling Code -- 1996 NEC:

(A) 3901.1 -- 90-2;

(B) 3901.2 -- 90-2;

(C) 4001 -- Article 100;

(D) 4101.4 -- 230-7;

(E) 4101.6.1 -- 230-7;

(F) 4103.1 &ndash; Article 310;

(G) 4104.1 &ndash; 230-9;

(H) 4104.2.2 -- 230-24(b);

(I) 4104.5 -- 230-28;

(J) 4105.3 -- 230-46;

(K) 4105.8.4 -- 230-54(e);

(L) 4107.3 -- 250-24(a);

(M) 4108.1 -- 250-81;

(N) 4203.3.1 -- 210-52(b)(5)(d);

(O) 4401.3 -- 210-52(a);

(P) 4401.4 -- 210-52(b)(1);

(Q) 4401.5.1 -- 210-52(b)(5);

(R) 4401.8 -- 210-52(5)(e);

(S) 4402.2 -- 210-8(a)(2);

(T) 4402.5 -- 210.52(b)(c);

(U) 4402.7 -- 680-70;

(V) 4403.2 -- 210.70;

(W) 4403.2.1 -- 210.70(e);

(X) 4407.1 -- 373-2(a);

(Y) 4408.6 -- 250-60;

(Z) 4408.7 -- 250-60;

(AA) 4408.9 -- 250-60;

(BB) 4501.6 -- 380-8;

(CC) 4503.10 -- 410-4(d);

(DD) 4601.9 -- 680-70;

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.020, 455.110, 455.525 & 455.610

Stats. Implemented: ORS 455.610

Hist.: BCA 18-1993, f. 8-24-93, cert. ef. 8-29-93; BCA 28-1993, f. 10-22-93, cert. ef. 1-1-94; BCA 29-1993, f. 11-24-93, cert. ef. 12-1-93; BCD 6-1995, f. 3-31-95, cert. ef. 4-1-95; BCD 3-1996, f. 2-2-96, cert. ef. 4-1-96; BCD 22-1996(Temp), f. 10-1-96, cert. ef. 10-4-96; BCD 5-1997, f. 3-21-97, cert. ef. 4-1-97; Administrative Reformatting 1-19-98

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 500**

**MANUFACTURED DWELLINGS**

**General Rules**

**918-500-0000**

**Reasonable Notice to Interested Parties**

Before the adoption, amendment or repeal of any rule relating to the construction, inspection, installation, or alteration of manufactured dwellings or manufactured dwelling accessory buildings or structures adopted under ORS 446.003 to 446.990, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 21 days before the effective date; and
- (2) By mailing a copy of the notice to persons on the Manufactured Structures and Parks Section's mailing list established under ORS 183.335(7).

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 183.335

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0005**

**Definitions**

The following definitions shall apply to OAR Chapter 918, Divisions 500, 515 and 520, and the **Oregon Manufactured Dwelling Standard** and are in addition to those in ORS 446.003:

- (1) "Authority Having Jurisdiction" means the Building Codes Division or local government which has been appointed by the Administrator to inspect and issue permits for installation, alteration or conversion of manufactured dwellings,

equipment, accessory buildings and structures.

(2) "Accessory Building" means an accessory building as defined in ORS 446.003(1) and specifically includes but is not limited to cabanas, ramadas, storage sheds and garages.

(3) "Accessory Structure" means an accessory structure as defined in ORS 446.003(1) and specifically includes, but is not limited, to awnings, carports, decks, steps and ramps.

(4) "Adjustment of Equipment" means the adjustment of the rate, flow, speed and temperature as necessary for the continued operation of the equipment but does not include the repair, replacement, conversion, alteration or addition to any equipment.

(5) "Attached Garage" means a garage which is structurally independent of a manufactured dwelling but is joined through flashings and separated with fire-resistive construction.

(6) "Building Drain" means that part of the lowest piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the manufactured dwelling and conveys it to the building sewer.

(7) "Combination Park" means a lot or tract of land which has been approved to contain both a manufactured dwelling or mobile home park and a recreation park.

(8) "Controlled Fill" means fill intended to bear a minimum 1,000 pound per square foot structural load in which the fill material is placed in layers of soil, crushed stone or masonry waste material, compacted, and tested to insure that it meets specified compaction standards determined by laboratory tests of soil samples from the fill material.

(9) "Department" means U.S. Department of Housing and Urban Development also referred to as H.U.D.

(10) "Direct Supervision" means being physically present 85 percent of each day to provide leadership and direction on the job site to limited installers installing manufactured dwellings or cabanas.

(11) "Earthquake-Resistant Bracing System" means an anchoring system, bracing system or other devices designed and constructed to protect the health and safety of the occupants of, and reducing damage to, a manufactured dwelling in the event of an earthquake.

(12) "Field Technical Service" means the clarification of technical data, including but not limited to, Division interpretations, investigations or training relating to the application of laws, rules, standards and regulations administered and enforced by the Building Codes Division.

(13) "Full Foundation System" means a listed or approved engineered system of prefabricated foundation supports installed to the pier manufacturer's installation instructions.

(14) "Garage" means a structure located on a manufactured dwelling site designed for the storage of motor vehicles.

(15) "Gas Supply Connector" means a listed connector designed for connecting the manufactured dwelling to the gas supply source.

(16) "Habitable Room" means a room or an enclosed floor space intended for living, eating, food preparation, or sleeping purposes not including bathrooms, toilet compartments, laundries, pantries, foyers, hallways, and other accessory spaces.

(17) "Insignia" means "Insignia of Compliance" as defined in ORS 446.003.

(18) "Labeled" means equipment or materials used in the manufacture or installation of a manufactured dwelling, to which has been attached a label, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization which evaluates products to nationally recognized standards and periodically

inspects production of equipment and materials to show compliance with those standards for usage in a specified manner.

(19) "Length of a Manufactured Dwelling" means the distance from the extreme exterior of the front wall (nearest to the drawbar and coupling mechanism) to the extreme exterior of the rear wall (at the opposite end of the home) where such walls enclose living or other interior space and such distance includes expandable rooms but not bay windows, porches, drawbars, couplings, hitches, wall and roof extensions, or other attachments.

(20) "Listing Agency" means an agency that:

(a) Is regularly engaged in conducting its own tests, listing, labeling or contracting its testing procedures to a nationally recognized testing agency;

(b) Maintains a periodic inspection program on production of currently listed products; and

(c) Publishes, at a minimum, an annual report which is used to determine whether products have been tested to such national standards and found safe for use in a specified manner.

(21) "Load Bearing Device" means any equipment or device used in the support of a manufactured dwelling including but not limited to footings, piers, caps and shims.

(22) "Maintenance of Equipment" means performing routine tasks such as lubricating or changing filters, washers, fuses or bulbs as necessary for the continued operation of the equipment but does not include the replacement, conversion, alteration or addition of or to any equipment.

(23) "Manufacturer's Representative" means an employee, dealer or person authorized by a manufacturer through contract to act on behalf of the manufacturer.

(24) "Minor Repair" means a simple repair such as replacing broken glass, fittings, devices or fixtures, using approved component parts but does not include the repair or replacement of major portions of the structural, plumbing, electrical or mechanical system or conversions, alterations or additions.

(25) "Model" means an individual manufactured dwelling as designated by the manufacturer, intended to be manufactured with a specific floor plan, structural components, and the type, location and installation of plumbing, mechanical and electrical equipment in accordance with the plans submitted to the Design Approval Primary Inspection Authority.

(26) "Multiple" means two or more individual manufactured dwellings designed to be adjoined with a zero clearance between them.

(27) "Noncompliance" means a failure of a manufactured dwelling, alteration or installation to comply with an appropriate building code or standard.

(28) "Notice of Violation" means written notification by the Division stating the manufactured dwelling or equipment may not be used, rented, leased, or sold or offered for rent, lease, or sale due to violations of ORS Chapter 446 or the appropriate building code or standard. (Also known as, "Red Tag", "Stop Work Order", "Prohibited Sales Notice").

(29) "Option" means a provision made during the manufacture of a manufactured dwelling to facilitate the future installation of any appliance or other equipment (e.g., air-conditioner, wet-bar or dishwasher).

(30) "Park Trailer" means a vehicle built on a single chassis, mounted on wheels, designed to provide recreational, seasonal or temporary living quarters which may be connected to utilities necessary for operation of installed fixtures and appliances and with a gross trailer area not exceeding 400 square feet when in the set-up mode. Such a vehicle shall be referred to, and identified by the manufacturer or converter, as a recreational vehicle.

- (31) "Pier" means that portion of the support system between the footing and the manufactured dwelling.
- (32) "Porch" means an outside walking area having the floor elevated more than eight inches (20 cm) above grade.
- (33) "Prefabricated Cabana" means a cabana built at an off-site location and transported to the site for installation.
- (34) "Prefabricated Pier" means a listed or approved pier which is manufactured at an off-site location but does not include concrete blocks or earthquake-resistant bracing systems.
- (35) "Recessed Porch" means an open floor area supported by the main frame which is located outside the exterior walls of the manufactured dwelling and which may be enclosed by a roof, screening or glass.
- (36) "Repair" means the reconstruction or renewal of any part of an existing manufactured dwelling or piece of equipment for the purpose of its maintenance.
- (37) "Replacement In Kind" means replacing equipment or accessories with approved like equipment or accessories, such as switches, thermostats, fittings, elements or motors, but does not include the replacement of major portions of the structural, plumbing, electrical or mechanical system.
- (38) "Single Family Dwelling" means a manufactured dwelling used by an individual or two or more persons related by blood or marriage or a group of not more than ten persons not related by blood or marriage living together. When located in a labor camp as defined in OAR 437-147-0142 which the Building Codes Division adopted by reference as OAR 918-450-0005, Single Family Dwelling shall include manufactured dwellings with not more than five bedrooms, used to house up to ten persons not related by blood or marriage.
- (39) "Site, Manufactured Dwelling" means a designated parcel of land designed to accommodate a manufactured dwelling, its accessory structures or buildings, and accessory equipment for the exclusive use of the occupants.
- (40) "Stand" means that area of the manufactured dwelling site which has been reserved for the placement of a manufactured dwelling or accessory structure.
- (41) "Structure" means that which is built or constructed, an edifice or building of any kind, or piece of work artificially built up or composed of parts joined together in some definite manner.
- (42) "Tag" means a label issued by the Division and applied to manufactured dwellings to indicate compliance with these rules.
- (43) "Testing Laboratory" or "Testing Agency" means an organization:
- (a) In the business of testing equipment and systems;
  - (b) Qualified and equipped to perform or to observe experimental testing to approved standards;
  - (c) Not under the jurisdiction or control of any single manufacturer or supplier for an affected industry;
  - (d) Which publishes reports including specified information about the equipment and systems tested and found safe for use in a specified manner; and
  - (e) Whose methods and standards have been approved by the Division.
- (44) "Utility Connection" means:
- (a) Installation and connection of the manufactured dwelling electrical feeders to the utility termination (electrical service);
  - (b) Installation and connection of the manufactured dwelling drain (building drain) to the sewer utility termination

(building sewer);

(c) Installation and connection of the manufactured dwelling water distribution system to the water utility termination (building supply); and

(d) Installation and connection of the manufactured dwelling fuel gas distribution system to the gas utility termination.

(45) "Utility Termination" means:

(a) The electrical service equipment provided on a lot for the manufactured dwelling utility connection;

(b) The building sewer provided on a lot for the manufactured dwelling utility connection; and

(c) The building water supply provided on a lot for the manufactured dwelling utility connection.

(46) "Visual Inspection" means an inspection by the Division of the visible portions of completed construction for the purpose of identifying code violations or approving and issuing an insignia of compliance.

(47) "Width of a Manufactured Dwelling" means the distance between the extreme exterior of two opposite walls enclosing living or other interior space and including expandable rooms but not bay windows, porches, wall and roof extensions, or other attachments.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.240

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 31-1991(Temp), f. 9-25-91, cert. ef. 9-30-91; BCA 5-1992, f. & cert. ef. 3-23-92; BCA 10-1992, f. 6-1; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-500-0010**

### **Objective**

The provisions of OAR Chapter 918, Divisions 500, 515 and 520 shall apply to the design, manufacture, installation, alteration, licensing, handling and storage of equipment or manufactured dwellings rented, leased, sold, installed or offered for rent, lease or sale in Oregon as authorized by ORS 446.155. OAR Chapter 918, Division 500 shall be applicable to OAR Chapter 918, Divisions 505 and 520.

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.240

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-500-0020**

### **Standards for Manufactured Dwellings**

(1) The federal **Manufactured Home Construction and Safety Standards dated October 25, 1995 (24 CFR Section 3280)**, the federal **Manufactured Home Procedural and Enforcement Regulations dated January 15, 1992 (24 CFR Section 3282)** and the **1993 National Electrical Code (NFPA 70-93)** are adopted as the Division standards and



regulations for the construction and manufacture of manufactured dwellings (herein identified as the HUD Standard).

(2)(a) Through December 31, 1996, the **1996 Oregon Manufactured Dwelling Standard** and those standards referenced within are adopted as the Division standards for manufactured dwelling use, occupancy, placement, installation, alteration, repair, conversion, remanufacturing, utility connection, fire protection and separation, for accessory buildings and structures and for the installation of heat-producing appliances in manufactured dwellings.

(b) Effective April 1, 1997, the **1997 Oregon Manufactured Dwelling Standard** and those standards referenced within are adopted as the Division standards for manufactured dwelling use, occupancy, placement, installation, alteration, repair, conversion, re-manufacturing, utility connection, fire protection and separation, for accessory buildings and structures and for the installation of heat-producing appliances in manufactured dwellings.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185 & 446.230

Stats. Implemented: ORS 446.225

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 14-1995, f. 9-15-95, cert. ef. 1-1-96; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1996(Temp), f. & cert. ef. 1-12-96; BCD 12-1996, f. & cert. ef. 7-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-500-0025**

### **Equipment and Equipment Installations**

(1) All equipment and equipment installations in the structural, thermal, fire and life safety, plumbing, mechanical and electrical systems of manufactured dwellings or intended for use in manufactured dwellings shall be subject to these rules. The Division may approve equipment and equipment installations listed and labeled by a testing laboratory using the standards adopted in this rule or any rule referenced herein.

(2) When equipment is defective or not manufactured or labeled consistent with its listing or not adequate for the protection of health, safety and the general welfare, the Division may inspect such equipment at the locations where it is manufactured, stored, distributed or installed. Inspection fees shall be paid by the equipment manufacturer.

(3) The Division, upon determining that listed or labeled equipment and equipment installations are not adequate for the protection of health, safety and the general welfare, may revoke approval for installation in manufactured dwellings manufactured, sold, rented or leased in Oregon.

Stat. Auth.: ORS 446.155, 446.180 & 446.185

Stats. Implemented: ORS 446.225

Hist.: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-500-0055**

### **Division Position on Delegation and Revocations of Authority to Local Government**

(1) When the program for alteration and installation permit and plan review for manufactured dwellings and accessory buildings and structures is delegated to a local government as provided by ORS 446.250 the delegation of authority includes the obligation to comply with all applicable laws, rules, standards and codes adopted by the Division relating to alteration and installation of manufactured dwellings and accessory buildings and structures including those requiring

collections and remittance to the Division of state fees and surcharges.

(2) Failure to comply with all applicable laws, rules and codes constitute failure to consistently act in the public interest or to carry out the duties assumed by local government, and shall be enforced under the provisions of ORS 446.253 and 446.255.

Stat. Auth.: ORS 446.176 & 446.230

Stat. Implemented: ORS 446.250

Hist.: BCA 11-1991(Temp), f. 4-30-91, cert. ef. 5-1-91; BCA 23-1991, f. 7-2-91, cert. ef. 7-5-91; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-500-0065**

### **Installation Inspection Requirements**

A minimum of three manufactured dwelling inspections shall be performed on each manufactured dwelling installation by the authority having jurisdiction.

(1) A "site inspection" shall be performed and approved prior to the installation of a manufactured dwelling consisting of:

- (a) Installation, plumbing and electrical permit verification;
- (b) Minimum setbacks;
- (c) Vegetation removal;
- (d) Stand leveled;
- (e) Site graded and drained;
- (f) Controlled fill tested and report submitted;
- (g) Vapor barrier (if under footing);
- (h) Poured in place footings and slab; and
- (i) Anchor approval, location & installation (when required).

(2) An "installation inspection" shall be performed after a manufactured dwelling is installed on the site consisting of:

- (a) Foundation installation:
  - (A) Vapor barrier (when over the footing);
  - (B) Footing size and spacing;
  - (C) Pier type, size and spacing; and
  - (D) Earthquake-resistant bracing system.
- (b) Multi-section connections:

- (A) Weather stripping and weather seals;
- (B) Exposed structural connections; and
- (C) Tie-down attachments (when required).
- (c) Plumbing connections:
  - (A) Shut-off and pressure-reducing valves;
  - (B) Heat tape and pipe insulation;
  - (C) Pipe size, material, grade and support;
  - (D) Pipe fitting type , size, use and direction;
  - (E) Cross-over pipe connections;
  - (F) Water supply utility connection; and
  - (G) Sewer or septic pipe utility connection.
- (d) Mechanical connections and installations:
  - (A) Dryer duct vent material and installation;
  - (B) Duct cross-over material, R-value, size, clearance and connection; and
  - (C) Flue, chimney and vent material, size, clearance, connections and terminations.
- (e) Fuel gas piping:
  - (A) Pipe type, size, material and support;
  - (B) Pipe fitting type, size, material and use;
  - (C) Pipe cross-over connection; and
  - (D) Gas supply connection.
- (f) Electrical connections:
  - (A) Feeder type, size, clearance and installation;
  - (B) Service type, size, clearance and installation;
  - (C) Fixture type, support and connection;
  - (D) Cross-over connection;
  - (E) Conduit and fitting type, size, material and support;
  - (F) Wiring type, size, material, securement; and
  - (G) Wiring methods and connections.
- (g) Exterior finish and weather seal:

- (A) Door and window caulking, adjustment and securement;
- (B) Bottom board repair;
- (C) Fire separation between adjacent structures (i.e. garage);
- (D) Temporary steps in place and supported on footing; and
- (E) Installer's certification tag installed.
- (h) HUD-approved alternate construction:
  - (A) Permits obtained;
  - (B) DAPIA approval available; and
  - (C) Construction matches DAPIA approved plans.
- (3) A "finish inspection" shall be performed within 30 days of occupancy consisting of: Skirting or perimeter foundation installation:
  - (a) Under-floor access provisions;
  - (b) Under-floor ventilation provisions;
  - (c) Temporary step removal;
  - (d) Permanent step or ramp installation;
  - (e) Site grading and drainage;
  - (f) Accessory building and structure permits obtained (i.e. deck, awning, carport and garage); and
  - (g) Dryer and range exhaust duct through skirting or perimeter foundation and terminated with approved device.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **Fees**

### **918-500-0100**

#### **General Manufacturer, Dealer and License Fees**

The following fees shall be paid to the Division.

- (1) Inspection Fee: \$45 for an inspection requiring one hour or less, and \$22.50 for every additional 30 minutes or fraction thereof exceeding one hour, including travel time. Mileage shall be paid at a rate of \$.22 per mile.

- (2) Field Technical Service Fee: \$45 for service requiring one hour or less, and \$22.50 for every additional 30 minutes or fraction thereof exceeding one hour, including travel time. Mileage shall be paid at a rate of \$.22 per mile.
- (3) Out-of-State Inspection or Field Technical Service Fee: In addition to the hourly charges of sections (1) and (2) of this rule, the Division shall be reimbursed for the actual cost based on published air fare and/or equivalent, plus required surface transportation and cost for food and lodging consistent with the allowances established by the State of Oregon's Department of Administrative Services for authorized state employee travel.
- (4) Hourly Reinspection Fee: Same fee schedule as noted in sections (1), (2), and (3) of this rule.
- (5) Change of Manufacturer's Name, Ownership or Address Fee: \$20 for each change.
- (6) Insignia Fee: \$25 per insignia.
- (7) Replacement Insignia: \$25 per insignia.
- (8) Alteration Permit or Single Visual Inspection Fee: \$95.
- (9) Installation Certification Tag: \$5 per tag.
- (10) Manufacturer Registration Fee: \$100 per facility.
- (11) Manufacturer Annual Registration Renewal Fee: \$20 per facility.
- (12) Manufactured Dwelling Inplant Inspection Fee: \$26 per floor inspected, and shall be paid monthly. A maximum of four floor overlap inspections may be performed without charge during each regularly scheduled complete inplant inspection. The fee for reinspections and additional overlap inspections may be charged at the rate for each floor or at the rate per hour, whichever is less.
- (13) Manufactured Dwelling Industry Training Hitch Fee: \$1.50 per floor produced in Oregon, and shall be paid monthly.
- (14) Installer License Program Hitch Fee: \$4 per floor produced in Oregon, and shall be paid monthly.
- (15) Manufactured Dwelling Label or Tag Handling Fee: \$2 per floor.
- (16) Plan Review Fee: \$45 for non-structural plan review requiring one hour or less, and \$22.50 for every additional 30 minutes or fraction thereof exceeding one hour.
- (17) Structural Plan Review Fee: \$60 for plan review requiring one hour or less; \$30 for every 30 minutes or fraction thereof exceeding one hour.
- (18) Manufactured Dwelling Installer License and Examination Fee: \$55.
- (19) Education Provider Application Fee: \$55.
- (20) Manufactured Dwelling Limited Installer and Limited Skirting Installer License Fee: \$55.
- (21) Manufactured Dwelling Installer and Educational Provider Re-examination Fee: \$40.
- (22) Manufactured Dwelling Temporary Limited Installer License Fee: \$10.
- (23) Installer, Limited Installer and Limited Skirting Installer License Two Year Renewal Fee: \$80.

Stats. Implemented: ORS 446.176

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 9-1991(Temp), f. 4-24-91, cert. ef. 7-1-91; BCA 34-1991, f. 10-23-91, cert. ef. 10-31-91; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 1-1993, f. & cert. ef. 1-4-93; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 23-1994, f. 10-26-94, cert. ef. 11-18-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 13-1996, f. & cert. ef. 7-1-96

## **918-500-0105**

### **Installation Permit Fees**

State Code Development and Training and Monitoring Fee: \$20:

- (1) This fee is in addition to all other fees and charges and shall be paid by all purchasers of manufactured dwelling or cabana installation permits regardless of whether the permit is issued by the state or local government;
- (2) If the installation permit is issued by local government, this fee shall be collected and remitted to the Division in the same manner as required by ORS 455.220(2) for surcharges collected by municipalities.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.176

Hist.: BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-500-0110**

### **Additional Fees**

- (1) When the Division determines that a person has failed to obtain required inspections, permits, labels, insignias, tags, or plan reviews, which requires the Division staff to work outside normal business hours, the person shall be charged additional fees as described in sections (4) and (5) of this rule.
- (2) Persons who sell or ship manufactured dwellings or equipment known to be out of compliance or requiring inspections or reinspections prior to selling or shipment, which requires Division staff to work outside normal business hours, shall be charged additional fees as described in sections (4) and (5) of this rule.
- (3) Installers failing to leave a copy of the manufacturers installation manual when required or failing to attach an installation certification tag may be subject to a reinspection fee required under section (6) of this rule.
- (4) Persons requesting or requiring inspections or field technical service outside the normal business hours of the Division shall be charged fees at 1 and 1/2 times the amounts shown in OAR 918-500-0100 except for travel expenses.
- (5) Persons requesting or requiring inspections or field technical service on recognized state holidays shall be charged two times the amounts shown in OAR 918-500-0100 except for travel expenses.
- (6) Persons requesting inspections when work is not ready for inspection, causing an inspector to make an additional trip shall be charged reinspection fees as described in OAR 918-500-0100(4).

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.176

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**Registration and Certification**

**918-500-0300**

**Manufacturer Registration**

- (1) All manufacturers of manufactured dwellings located in or shipping to Oregon shall register with the Division.
- (2) Manufacturing facility registration shall be renewed by January 1 of each year by submitting an application for renewal of manufacturer registration together with the renewal fee.
- (3) A current copy of each manufacturing facility's **Quality Assurance Manual and Installation Manual** shall accompany each application for registration and renewal.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0310**

**Manufacturer Certification**

All manufacturers of manufactured dwellings shall be certified by the Division pursuant to the federal **Manufactured Home Procedural and Enforcement Regulations, (24 CFR Section 3282.362)**, adopted in OAR 918-500-0020(1) and shall meet the requirements for registration in OAR 918-500-0300.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.225

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0320**

**Change of Ownership**

If there is a change of ownership of a manufactured dwelling manufacturer, the new owner shall, within ten days of the date of change, register with the Division pursuant to OAR 918-500-0300.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0330**

**Change of Name, Address or Location**

When a manufacturer changes its name, address or location the manufacturer shall notify the Division in writing within ten days of the date of change. The notice shall be accompanied by an Application for Manufacturer Registration, together with the fee.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0340**

**Production Discontinuance**

When a manufactured dwelling manufacturer discontinues production, the manufacturer shall return all unused insignia of compliance to the Division.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-500-0400**

**Required Inspection**

- (1) No person shall manufacture, transport, rent, lease or sell or offer for rent, lease or sale a new manufactured dwelling without requesting an inspection from the Division if any of the following conditions exist:
  - (a) The manufactured dwelling has been altered by the manufacturer or dealer before or at the time of sale to the first consumer but has not been approved by the Division;
  - (b) The manufactured dwelling has left the manufacturer's facility under a "Notice of Violation" or "Red Tag" condition; or
  - (c) Violations noted in an inplant inspection report have not been corrected through the inspection process.
- (2) When inspections reveal that a manufacturer is not manufacturing structures according to their approved design or to



the Federal Construction and Safety Standard, and the manufacturer has been provided with a written report identifying specific provisions of the design or the standard that have been in violation, and the manufacturer continues to manufacture structures in violation, the Division may withhold or remove insignia, increase the frequency of inspections or provide training.

(3) To facilitate required inplant and field inspections, no manufacturer shall construct a manufactured dwelling under an alternate construction method according to the federal **Manufactured Home Procedural and Enforcement Regulations (24 CFR 3282.14)** without first notifying the Division in writing and supplying a copy of the alternate construction method approval from the Department of Housing and Urban Development.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.155

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. 1-1-96

## **918-500-0410**

### **Inspection Request**

(1) Requests for inspection from a manufacturer shall:

- (a) Be made to the Division by phone or fax transmittal, and received at least five working days prior to the desired time of inspection; and
- (b) Indicate the serial number of the manufactured dwelling to be inspected. Inspection fees shall be paid by the manufacturer within 30 days of the billing date.

(2) Requests for inspection from a dealer shall:

- (a) Be made on forms supplied by the Division, and received at least five working days prior to the desired date of inspection;
- (b) Indicate the location, make, model and serial number of the manufactured dwelling; and
- (c) Be accompanied by the minimum inspection fees required by OAR 918-500-0100 and 918-500-0110. All additional inspection fees are payable upon completion of each inspection.

(3) All work shall be accessible for inspection by the authority having jurisdiction.

(4) Occupancy shall not prevent the physical inspection of manufactured dwelling alterations, repairs or installations.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.155

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-500-0420**

## Notice of Violations

(1) When an inspection reveals that a manufactured dwelling or the equipment violates a provision of ORS Chapter 446, the **HUD Standard, the 1996 Oregon Manufactured Dwelling Standard** or these administrative rules, the Division shall serve upon the distributor, manufacturer or agent thereof a copy of the inspection report giving details of the violations. The Division may also post a Notice of Violation on the manufactured dwelling or equipment.

(2) Violations shall be corrected within 30 days from the date of such notice or at a later date, if approved by the Division.

(3) If the violations are not corrected in the allotted time, the Division may withdraw any previously issued insignia of compliance.

(4) The recipient of a Notice of Violation shall within 30 days of the date of the notice, inform the Division in writing of the action taken to correct the violations. A manufactured dwelling subject to a Notice of Violation shall not be transported without Division approval.

(5) When a Notice of Violation has been posted on the manufactured dwelling or equipment, the notice shall not be removed until authorized by the Division. A Notice of Violation may be removed only by the Division or a person authorized by the Division.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-500-0430

### Field Technical Service

Any person may request field technical service by submitting the request in writing to the Division; however, the Division may deny the request if budget or staffing levels are not sufficient to provide the service.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-500-0450

### Insignia and Label Requirements

(1) All manufactured dwellings constructed on or after June 15, 1976, shall bear an insignia of compliance.

(2) Park trailer type vehicles greater than 320 square feet but less than 400 square feet may be dual labeled by the manufacturer at the time of initial construction as both a park trailer recreational vehicle and a manufactured home if the manufacturer meets all the requirements of OAR Chapter 918, Divisions 500 and 525, or where the requirements are different, to the more stringent of the two requirements.

(3) Factory built homes may be dual labeled by the manufacturer at the time of initial construction as both a manufactured home and a prefabricated structure if the manufacturer meets all the requirements of **24 CFR 3280 and 3282** and the **Oregon One and Two Family Dwelling Specialty Code**, or where the requirements are different, to the more stringent of the two requirements.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-500-0460

### Insignia and Labels not Required

An insignia of compliance is not required for:

- (1) Manufactured dwellings or other trailers manufactured before September 1, 1969;
- (2) Prefabricated cabanas manufactured before June 15, 1976;
- (3) Manufactured dwellings built prior to June 15, 1976 and not being rented, leased, sold or offered for rent, sale or lease;
- (4) Those manufactured dwellings which, because of a change of occupancy, have lost their identity as a manufactured dwelling as required by ORS 446.245; and
- (5) Those manufactured dwellings constructed between September 1, 1969, and June 15, 1976, bearing an insignia from the states of California, Idaho, Nevada or Washington and which have not been not been altered.

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-500-0470

### Denial of Insignia

- (1) If the Division, after inspection, determines that a manufacturer is not building manufactured dwellings or equipment according to plans, the **HUD Standards** or to the minimum safety standards approved by the Division, and after notification continues to build manufactured dwellings or equipment in violation of ORS Chapter 446 and these rules, applications for new insignia shall be denied and all previously issued insignia shall be returned to or removed by the Division. Upon proof of compliance, satisfactory to the Division, the manufacturer may resubmit an application for insignia.
- (2) The Division shall deny all applications for insignia from a manufacturer who is delinquent more than 45 days in paying the fees prescribed in these rules.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

918-500-0480

Insignia Removal

(1) If any manufactured dwelling or equipment bearing an insignia is found to be in violation of ORS Chapter 446, the **HUD Standards** or these rules, the Division may remove the insignia. The manufacturer or dealer will be furnished with an inspection report listing the violations. The Division may not issue new insignia until corrections have been made and inspected

(2) An insignia of compliance shall be voided and be returned to or removed by the Division if any alteration or repair has been made without the required permits and inspections.

(3) Dwellings damaged beyond repair as a result of flood, fire or mishap in transit or any other reason shall have the insignia of compliance returned to or removed by the Division.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

918-500-0490

Lost or Damaged Insignia

(1) When an insignia is lost or damaged, the owner shall notify the Division immediately in writing specifying the manufacturer, serial number, insignia number, and approximate date of manufacture.

(2) All damaged insignia shall be promptly returned to the Division. Damaged and lost insignia may be replaced by the Division. A replacement insignia shall be requested on a Division application form and be accompanied by the appropriate fee.

(3) A replacement insignia may be issued after inspection indicates that the dwelling meets the requirements of these rules.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

918-500-0500

**Permit Requirements**

- (1) Except for those alterations which are exempt by ORS 446.003(2)(b), no person shall alter a manufactured dwelling without first obtaining a permit from the authority having jurisdiction.
- (2) The permit application shall include:
  - (a) Construction plans and specifications that meet the **Oregon Manufactured Dwelling Standard**; and
  - (b) Permit fees.
- (3) Every permit issued under these rules shall expire by limitation and become null and void if the work authorized by the permit is not started within 180 days from the date the permit is issued, or if the work authorized by the permit is suspended or abandoned for a period of 180 days at any time after the work began. A new permit shall be obtained before any work is resumed.

Stat. Auth.: ORS 446.176 & 446.230

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 515**

**INSTALLER LICENSING AND EDUCATIONAL PROVIDER APPROVAL**

**918-515-0005**

**General**

(1) Any person who engages in the business of installing manufactured dwellings, cabanas, skirting, earthquake-resistant bracing systems; who directs, supervises or controls installations or performs repairs to an existing installation shall have an appropriate, valid Oregon manufactured dwelling installer's license issued by the Division.

(2) Persons who have had a license or approval issued by this Division suspended or revoked, may not apply for approval as an educational provider, or a licensed installer, a limited installer or a limited skirting installer within one year of the date of suspension or revocation.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-515-0010**

**License Exceptions**

(1) Except as otherwise provided in this rule, no individual is required to obtain a license to install a manufactured dwelling or cabana when the manufactured dwelling or cabana being installed is owned by the same individual or a member of the individual's immediate family, the manufactured dwelling or cabana is not intended for sale, exchange, lease or rent, and the individual makes no more than one such installation within a 12-month period.

(2) Except as otherwise provided in this rule, the owner is not required to obtain a license for maintenance, repair or correction on a manufactured dwelling or cabana installation.

(3) Except as otherwise provided in this rule, no license is required for the installation of manufactured dwelling

accessory buildings or structures such as ramadas, garages, carports, awnings, porches, steps, tool sheds or storage sheds.

(4) Except as otherwise required by this rule, no person installing additional perimeter blocking under a manufactured dwelling or cabana for the exclusive support of awnings or carports is required to be licensed.

(5) Except as otherwise required by this rule, no license is required for the installation of a manufactured dwelling or cabana when the manufactured dwelling or cabana is installed temporarily on a dealer's, distributor's or manufacturer's sales or storage lot or at a show and is not occupied or intended to be occupied. This exemption does not include those manufactured dwellings and cabanas installed in manufactured dwelling parks, mobile home parks or manufactured dwelling subdivisions.

(6) Except as otherwise required by this rule, no license is required for excavating, concrete flat work, drywall or carpet laying.

(7) Except as otherwise required by this rule, no license is required for plumbing or electrical work when the person doing the work is an Oregon licensed plumber or electrician.

(8) Except as otherwise required by this rule, no license is required for manufacturers performing maintenance, repairs or corrections to an installation for the purpose of customer service.

(9) Except as otherwise required by this rule, licensed installers are not required to have a limited skirting installer's license to install skirting or perimeter foundations.

(10) Nothing contained in the exceptions listed in this rule exempt a person from necessary registration with the Oregon Construction Contractors Board.

(11) The licensing exceptions established by this rule do not exempt the work performed from complying with ORS Chapter 446 and the rules and standards adopted thereunder.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 15-1995, f. 9-15-95, cert. ef. 1-1-96; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **Educational Provider**

### **918-515-0020**

#### **Minimum Requirements of Educational Provider**

All manufactured dwelling installation education and continuing education classes used to satisfy the requirements of this rule shall be approved by the Division. All instructors teaching required manufactured dwelling installation education and continuing education classes shall be employees of the division or approved educational providers. To be approved as an educational provider for manufactured dwelling installers, limited installers, limited skirting installers and installation inspectors, an individual shall:

(1) Have a minimum of two years experience in one or more of the following areas:

(a) As a supervisor of manufactured dwelling installations;

- (b) As a supervisor of manufactured dwelling service or repair;
  - (c) As a supervisor in the building construction industry;
  - (d) In design work related to the building construction industry;
  - (e) As a building inspector certified by the Division; or
  - (f) A combination of two years experience or education in a related field approved by the Division.
- (2) Have successfully completed the following:
- (a) Attendance at a Division approved manufactured dwelling and cabana installation education program; and
  - (b) Received a passing grade of 75 percent on the Division-approved examination covering ORS 446, OAR 918-500 and 515 and the **Oregon Manufactured Dwelling Standard**.
- (3) The applicant shall provide to the Division the following:
- (a) Personal identification;
  - (b) A completed Division application;
  - (c) The required application fee; and
  - (d) A class curriculum for Division approval.
- (4) Verification of experience shall be submitted in the form of statements by past or present employers, signed by the employers before a Notary Public.
- (5) Licensed manufactured dwelling installers and certified manufactured dwelling installation inspectors are not required to show evidence of Sections (1) and (4) of this rule.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-515-0030**

### **Course Curriculum Requirements for Educational Provider Training**

- (1) The course curriculum shall be submitted to the Division for approval and shall include a detailed description of course content and materials.
- (2) The course curriculum for manufactured dwelling installers, limited installers and manufactured dwelling installation inspectors shall, at a minimum, include the following areas of training:
  - (a) Definitions, as provided in the **Oregon Manufactured Dwelling Standard**;
  - (b) License and registration requirements;



- (c) Permits and penalties;
- (d) Installer and limited installer qualifications;
- (e) Location and stand of manufactured dwellings and cabanas;
- (f) Foundation systems;
- (g) Structural connections;
- (h) Anchoring systems;
- (i) Electrical utility, crossover and fixture connections;
- (j) Plumbing utility, crossover and fixture connections;
- (k) Mechanical crossover and appliance connections;
- (l) Fuel gas utility, crossover and appliance connections;
- (m) Fire protection and separation;
- (n) Underfloor enclosures, access and ventilation;
- (o) Alternate manufactured dwelling uses;
- (p) Accessory buildings and structures; and
- (q) Alterations, repairs and additions.

(3) The course curriculum for manufactured dwelling skirting installers shall, at a minimum, include the following areas of training:

- (a) Definitions, as provided in the **Oregon Manufactured Dwelling Standard**;
- (b) License and registration requirements;
- (c) Permits and penalties;
- (d) Skirting installer qualifications;
- (e) Foundation systems;
- (f) Perimeter support;
- (g) Anchoring systems;
- (h) Underfloor enclosures;
- (i) Plumbing and electrical access;
- (j) Underfloor vapor retarders;
- (k) Underfloor access and ventilation;
- (l) Appliance venting;

- (m) Carport and awning support;
- (n) Attached garages and cabanas;
- (o) Home access and egress;
- (p) Underfloor fire protection and separation; and
- (q) Accessory buildings and structures.

(4) Within 30 days of notification of any change in course curriculum requirements adopted by the Board, the provider shall submit a revised curriculum to the Division for approval.

(5) The provider shall notify the Division in writing seven days prior to each class, indicating the time, date and location of the class. The Division representative shall be permitted to audit any class, without fee or cost for entry.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-515-0040**

### **Continuing Approval of Education Providers**

Educational Providers approved by the Division shall:

- (1) Revise and modify course curriculum to include statute, rule and standard changes to meet any additional course requirements established by the Board;
- (2) Submit a list of the students in attendance within ten days of each class provided; and
- (3) Attend continuing education courses required by the Board.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-515-0060**

### **Scope of Work**

Approved Education Providers may:

- (1) Provide training and continuing education under the Division approved course curriculum to persons applying for license as a manufactured dwelling and cabana installer, limited installer, limited skirting installer and manufactured dwelling installation inspector; and

(2) Charge fees for conducting training.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

**918-515-0080**

**Revocation or Suspension of Provider Approval**

Approval as an educational provider may be suspended or revoked for misuse of a Division examination, providing false records or information to the Division or failure to comply with the requirements of ORS Chapter 446 or these rules.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

**Manufactured Dwelling Installer License**

**918-515-0110**

**Requirements for Installer License**

- (1) To be licensed as a manufactured dwelling installer, an applicant shall meet the following minimum experience requirements:
  - (a) One year's experience as a manufactured dwelling installer or limited installer;
  - (b) Two years experience servicing or repairing manufactured dwellings;
  - (c) Two years experience in construction of manufactured dwellings;
  - (d) Two years experience as a building construction supervisor;
  - (e) One year's experience as a building inspector;
  - (f) Completion of a one year college program in a construction related field which is recognized by the Board; or
  - (g) Any combination of experience or education in a related field totaling two years.
- (2) In addition to the requirements in section (1) of this rule, applicants shall have successfully completed the following:
  - (a) Attendance at a Board-approved manufactured dwelling installation education program; and

- (b) Receipt of a passing grade of 75 on the Division-approved examination.
- (3) Verification of experience shall be submitted in the form of statements by past or present employers, signed by the employer before a Notary Public or other verification acceptable to the Division.
- (4) In addition to the completed application form and application fee, an applicant shall provide:
  - (a) Personal identification;
  - (b) If the applicant is required to register with the Construction Contractors Board, the applicant shall provide proof of registration; and
  - (c) If the applicant is required to carry Workers' Compensation insurance, the applicant shall provide proof of insurance.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## 918-515-0150

### Installer Responsibilities and Limits

- (1) Work covered by an installers license shall be limited to:
  - (a) Preparing the site and stand for the installation of the manufactured dwelling or cabana;
  - (b) Installing manufactured dwellings, cabanas, skirting, underfloor vapor retarder, ventilation, access and temporary steps;
  - (c) Installing the support, tiedown and the structural connections for manufactured dwellings and cabanas;
  - (d) Providing setbacks, clearances and fire life and safety protection;
  - (e) Providing plumbing and electrical utility connections;
  - (f) Providing plumbing, electrical and mechanical cross-over, appliance and fixture connections of and to the manufactured dwelling or cabana as permitted by these rules;
  - (g) Install appliance exhaust ducts and terminations when required;
  - (h) Performing plumbing, mechanical and electrical tests when required; and
  - (i) Serving as the supervisor of individuals licensed by the Division as limited installers.
- (2) An Installer shall, at a minimum:
  - (a) Assure the manufactured dwelling or cabana stand is in compliance with the **Oregon Manufactured Dwelling Standard** prior to the installation of the manufactured dwelling or cabana;
  - (b) Assure all setbacks, clearances and fire life and safety installations are in compliance with the **Oregon Manufactured Dwelling Standard**;

- (c) Perform electrical and plumbing tests if any of the plumbing and electrical connections were made by the installer;
- (d) Close and secure all access panels and covers on or under the manufactured dwelling or cabana;
- (e) Assure the appliance (i.e., dryer and range) exhaust ducts are installed if the manufactured dwelling is equipped with or provides for the installation of such appliance requiring exhaust ducts;
- (f) Assure that all doors and windows are adjusted, secured in place and operational;
- (g) Assure all ship-loose flue vents and chimneys are installed, secured in place and capped according to their listing;
- (h) Where the installer also installs the skirting, comply with OAR 918-515-0490(1);
- (i) Affix a certification tag to each manufactured dwelling or cabana installed;
- (j) Complete all reporting and application forms required by these rules; and
- (k) Leave the manufacturer's installation instructions at the installation site to be available at the time of the inspection if used for any part of the installation; and
- (l) In addition to subsections (a) through (k) of this section, assure all portions of the manufactured dwelling installation performed by the installer are in compliance with the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## 918-515-0180

### Installer Responsibilities to the Consumer

An installer shall:

- (1) Ensure all phases of the installation work performed by the installer are complete and in compliance with the **Oregon Manufactured Dwelling Standard**;
- (2) Notify the authority having jurisdiction upon completion of the installation work performed by the installer; and
- (3) Correct all applicable nonconformances within 30 days of receipt of a correction notice from the authority having jurisdiction.

Stat. Auth.: ORS 183.325 - 183.410, 446.400, 446.405, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

### Certification Tags

**918-515-0300****Requirements for Installer Certification Tags**

- (1) All manufactured dwellings, cabanas and manufactured dwelling and cabana skirting installed in Oregon by a licensed installer or limited skirting installer shall bear a Division issued certification tag. Each tag shall be affixed upon completion of the installation, and prior to inspection by the authority having jurisdiction.
- (2) Certification tags may be purchased in bulk by licensed installers, manufactured dwelling dealers and limited skirting installers. An application to purchase certification tags shall be submitted to the Division in duplicate and accompanied by the appropriate tag fee.
- (3) Only licensed installers and licensed limited skirting installers may be assigned certification tags by the dealer or Division. Certification tags shall be affixed only by licensed installers and licensed limited skirting installers upon completion of the installation.
- (4) The person purchasing certification tags from the Division shall be responsible for their security, use and reporting.
- (5) The Division may sell a maximum two-month supply of certification tags to a manufactured dwelling dealer based on monthly installations and certification tag reports submitted to the Division.
- (6) The Division or a manufactured dwelling dealer may issue a maximum of 30 certification tags to an installer at one time and a maximum of 50 certification tags to a limited skirting installer at one time.
- (7) Certification tags assigned to licensed installers and limited skirting installers are not transferable or refundable and are void when not affixed to the assigned manufactured dwelling or cabana.
- (8) If an installer or limited skirting installer license is suspended, revoked or expires, all unused certification tags assigned to that person shall be returned to the Division.
- (9) If a manufactured dwelling dealer is no longer in business or changes ownership, all unused certification tags assigned to the original dealer shall be returned to the Division.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.240

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-515-0310****Certification Tag Installation**

Certification tags shall be affixed to the manufactured dwelling, cabana or skirting in a permanent manner and shall be located:

- (1) On a cabana: In a visible location on an exterior wall;
- (2) On a manufactured dwelling: In a visible location on the exterior wall at the tail-light end of the manufactured dwelling; and
- (3) On skirting: Near the utility connections.

Stat. Auth.: ORS 183.325 - 183.410, 446.400 & 446.405, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCD 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 123-15-95, cert. ef. 1-1-96

## **918-515-0330**

### **Denial of Certification Tags**

The Division may deny any request for certification tags when:

- (1) An inspection reveals that a manufactured dwelling or cabana installation is not installed according to the **Oregon Manufactured Dwelling Standard**, and no corrective action is taken by the installer as required by OAR 918-515-0180(3);
- (2) An installer's license or limited skirting installer's license has expired, or been suspended or revoked;
- (3) There is evidence of certification tag misuse as described in these rules;
- (4) An installer, limited skirting installer or manufactured dwelling dealer has failed to report the use of installer certification tags within 60 days of their use; or
- (5) An installer, limited skirting installer or manufactured dwelling dealer has a supply of unused and unreported certification tags exceeding the quantities allowed in OAR 918-515-300(5) and (6).

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-515-0340**

### **Monthly Certification Tag Report**

- (1) A manufactured dwelling dealer, licensed installer or limited skirting installer who has purchased certification tags directly from the Division shall submit a certification tag report to the Division on the last day of each month and prior to requesting additional certification tags.
- (2) A certification tag report need not be filed for those months in which no installations were made and no certification tags were used.
- (3) Licensed installers and limited skirting installers who receive certification tags from a manufactured dwelling dealer are not required to submit certification tag reports.
- (4) Certification tag reports shall contain the following information for each individual installation:
  - (a) The installation permit number;
  - (b) The certification tag number;

- (c) The address or location of the installation;
- (d) The date of the installation;
- (e) The name of the manufactured dwelling manufacturer;
- (f) The manufactured dwelling serial number;
- (g) The name of the jurisdiction having authority;
- (h) The HUD label or State insignia number;
- (i) The dealer's name;
- (j) Installer's name and license number; and
- (k) Any other information the Division deems necessary.

Stat. Auth.: ORS 446.176 446.400 & 446.405

Stats. Implemented: ORS 446.240

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **Licensing**

### **918-515-0350**

#### **Issuance and Possession of License**

- (1) A manufactured dwelling installer license, limited installer license, temporary limited installer license and limited skirting installer license shall be issued to the individual named on the application and shall not be transferable.
- (2) The licensee shall physically possess the license when at a job site.
- (3) The licensee shall provide satisfactory evidence of being licensed when requested to by the authority having jurisdiction.

Stat. Auth.: ORS 446.400 & 446.405

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-25-95, cert. ef. 1-1-96

### **918-515-0360**

#### **License Renewal**

- (1) Licenses issued under ORS Chapter 446 and 918-515-0480 shall expire on January 1 of the second year following issuance.
- (2) An application for renewal of a current license shall provide:



- (a) Evidence of Construction Contractors Board registration and bond;
  - (b) Evidence of continuing education credits; and
  - (c) The required renewal fees as set forth in OAR 918-500-0100.
- (3) 45 days prior to license expiration the Division shall mail each licensee a license renewal application.
- (4) A license renewal application must be submitted to the Division prior to the expiration date of the license. Persons wishing to apply for a license after their license has expired must reapply for a new license and meet all requirements of a new applicant.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; Renumbered from 918-515-0130

## **918-515-0370**

### **License Suspension and Revocation**

- (1) The administrator may suspend or revoke an installer, limited installer or limited skirting installer license issued by the Division.
- (2) The basis for such suspension or revocation of a license shall include violations to applicable statutes, rules, standards or the following:
- (a) Failure to submit required reports and applications to the Division;
  - (b) Failure of licensed installers to provide direct supervision of licensed limited installers;
  - (c) A licensed installer allowing any limited installer to perform work outside the scope of the limited installer license;
  - (d) Hiring unlicensed persons to perform installation work;
  - (e) Allowing installation work to be conducted on a site where no manufactured dwelling installation permits have been issued;
  - (f) Failure to affix certification tags upon completion of the installation, if required;
  - (g) Failure by an installer or limited skirting installer to complete corrective action when required by the Division or authority having jurisdiction;
  - (h) Failure to complete required continuing education classes; and
  - (i) Failure to renew the license prior to expiration.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.400

Hist: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**Continuing Education**

**918-515-0380**

**Continuing Education Requirements**

- (1) Licensed installers, limited installers and limited skirting installers shall attend Board-approved continuing education classes.
- (2) Continuing education classes shall only be provided by the Division or a Division-approved provider and shall be conducted for statute, code, rule or standard changes and at other times as determined to be necessary by the Board.
- (3) Prior to the end of the license period, licensees will be notified by the Division of continuing education requirements and class availability.
- (4) The Division shall not renew licenses of licensees who did not attend required continuing education classes.

Stat. Auth.: ORS 446.400 & 446.405

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-15 -95, cert. ef. 1-1-96

**Limited Installer Licenses**

**918-515-0400**

**Minimum Requirements for Limited Installer License**

To be licensed as a manufactured dwelling limited installer, an applicant shall:

- (1) Provide personal identification;
- (2) Submit to the Division a completed application, together with the required fees; and
- (3) Attend a Board-approved manufactured dwelling installation education program.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 2-1994, f. 1-14-94, cert. ef. 2-1-94; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-515-0415**

**Temporary Limited Installer License**

A temporary limited installer license allows persons to perform all of the work performed by a limited installer and limited skirting installer, subject to the following conditions:

- (1) The temporary license shall be valid for a period of 60 days and all work performed under this license shall be under the direct supervision of a licensed installer;
- (2) An employer may purchase pre-numbered blank temporary installer license packets which include an application form and blank license, and when the application is completed may issue the temporary license to their employee;
- (3) Each temporary license application form shall be completed, dated, and signed by the applicant, with the signature and date authenticated by a Notary Public, on the first day of work by the person to whom the license is issued, and the application mailed to the Division within 24 hours of the day the licensee signs the application;
- (4) The temporary license shall be removed from the application packet and given to the temporary limited installer. The license shall be in the personal possession of the licensee at all times that the person is working as a temporary installer.

Stat. Auth.: ORS 446.176, 446.400 & 446.405

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-515-0430**

### **Scope of Work Allowed as a Limited Installer**

A licensed limited installer may:

- (1) Assist a licensed installer in the installation of a manufactured dwelling or cabana when under the direct supervision of licensed installer; or
- (2) Assist a licensed limited skirting installer in the installation of manufactured dwelling or cabana skirting or any of the work described in OAR 918-515-0485(1) when under the direct supervision of a licensed limited skirting installer.

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.395

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

### **Limited Skirting Installer License**

## **918-515-0480**

### **Requirements for Limited Skirting Installer License**

To be licensed as a limited skirting installer, an applicant shall:

- (1) Provide personal identification;
- (2) Submit a completed application, together with the fee required in OAR 918-500-0100;

- (3) Attend a Board-approved manufactured dwelling installation education program;
- (4) Provide proof of Construction Contractors Board registration, if the applicant is required to register with the Construction Contractors Board; and
- (5) Provide proof of workers compensation insurance, if the applicant is required to carry workers' compensation insurance.

Stat. Auth.: ORS 183.325-183.410, 446.400, 446.405, 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-515-0485**

### **Limited Skirting Installer Responsibilities and Limits**

Work covered by a limited skirting installers license shall be limited to:

- (1) Installation of manufactured dwelling and cabana skirting, temporary steps, underfloor vapor retarder, ventilation, tie downs, appliance exhaust terminations and underfloor skirting access;
- (2) Affixing a certification tag to the manufactured dwelling or cabana skirting;
- (3) Completing all reports and application required by the Division and by these rules;
- (4) Serving as the supervisor of individuals licensed by the Division as limited installers; and
- (5) Any work described in OAR 918-515-0150 when under the direct supervision of a licensed installer.

Stat. Auth.: ORS 183.325 - 183.410, 446.400, 446.405, 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

## **918-515-0490**

### **Limited Skirting Installer Responsibilities to Consumer**

A limited skirting installer shall, at a minimum:

- (1) Install the skirting, underfloor skirting access, underfloor ventilation and appliance (i.e., dryer and range) exhaust ducts and terminations through the skirting when required;
- (2) Ensure all work is performed in compliance with the **Oregon Manufactured Dwelling Standard**;
- (3) Upon completion of the installation work, notify the authority having jurisdiction; and
- (4) Within 30 days of receipt of a correction notice from the authority having jurisdiction, correct all non-conforming skirting installations.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 183.325 - 183.410, 446.400, 446.405, 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96; BCD 1-1997, f. 2-24-97, cert. ef. 4-1-97

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 520**

**HEAT PRODUCING APPLIANCES**

**918-520-0010**

**Heat Producing Appliance Installation Standards**

All fuel-burning appliances, including but not limited to ranges, ovens, water heaters, furnaces, illuminating appliances and clothes dryers shall be installed to the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 32-1991(Temp), f. & cert. ef. 9-30-91; BCA 6-1992, f. 3-24-92, cert. ef. 3-27-92; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-520-0015**

**Construction and Installation of Fireplace/Stoves**

Solid fuel-burning factory-built fireplaces and fireplace stoves shall be constructed, tested and listed according to the Department of Housing and Urban Development **Manufactured Home Construction and Safety Standards dated October 25, 1995, (24 CFR 3280, Subpart F)** and shall be installed according to the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-520-0020

### Installation of Pellet-Fired Appliances

Pellet-fired appliances shall be installed according to the **Oregon Manufactured Dwelling Standard**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.400 & 446.405

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-520-0030

### Pellet-Fired Appliance Reference Standards

(1) Pellet-fired appliances for use in manufactured dwellings and park trailers shall be tested and listed by an approved testing laboratory or testing agency to the following standards:

(a) **Underwriter's Laboratories ("U.L.") Standard No. 1482, Sections 1 through 10 and 15 through 45** only (Solid Fuel Room Heaters), 1988 edition, revised September, 1988;

(b) **U.L. Standard No. 127** (Factory Built Fireplaces), 1988 edition, revised January, 1989;

(c) **U.L. Standard No. 103**, 1989 edition, revised February, 1989, or No. 641 (Chimneys & Flue Pipes), 1986 edition;

(d) **U.L. Standard No. 507** (Electric Fans), 1977 edition, revised December, 1988; and

(e) **U.L. Standard No. 391, Sections 2, 3, 7, 20 through 36, 66 through 69 and Table 54.1** only (Solid-Fuel Furnaces), 1981 edition, revised October, 1983.

(2) Brands when required by the above standards, may be substituted with pelletized fuel for the purpose of conducting tests to these standards.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Agency.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92

## 918-520-0040

### Pellet-Fired Appliance Testing

In conjunction with the standards required in OAR 918-520-030, all pellet-fired appliances shall be tested using the following test criteria:

(1) General Tests:

- (a) A test enclosure, complying with the requirements of **U.L. 1482**, shall be used to evaluate the appliance. Thermocouple locations on the walls, ceiling, and floor shall be selected as if the appliance were any other heat-producing solid fuel burning appliance. In addition, thermocouples shall be located on the appliance itself at all critical locations including, but not limited to, the pellet hopper, the auger tube, the firebox, the exhaust manifold and all electrical components;
- (b) If the appliance is back-vented through the wall, particular attention shall be paid to locating an adequate number of thermocouples on the vent system and in the wall penetration. The construction of the wall shall simulate typical manufactured dwelling construction;
- (c) The flue gas temperatures shall be measured at the vent collar on a forced draft appliance and at the draft inducer fan on an induced draft appliance. Temperatures in the venting system shall be measured at the chimney connection to the appliance, if a chimney is used.

(2) Normal Temperature Tests:

- (a) Operate the appliance in a normal configuration at 100 percent power demand until equilibrium temperatures are reached at all locations;
- (b) The approximate fuel consumption of the appliance shall be determined by weighing a small amount of pellets, placing them in the hopper, and timing its consumption; and
- (c) Measure and record total electrical power consumption during this test. Instrumentation shall be supplied to measure the line voltage and the amperage.

(3) Abnormal Temperature Tests: All tests shall start from the equilibrium temperatures established in the previous normal temperature tests:

(a) Blower Failure (Hot Air Circulator):

(A) Disconnect the power from the blower or hot air circulator and let the appliance operate as it will until equilibrium temperatures are reached or all temperatures start to decline; and

(B) Reconnect the heat circulating fan and allow the appliance to return to equilibrium temperatures and record any observations.

(b) Draft Inducer Fan Failure: Disconnect the draft fan and operate as in subsection (3)(a) of this rule. At the conclusion of this test, reconnect the draft fan and return to equilibrium conditions. Record any observations;

(c) Electrical Component Failure: The testing or listing agency shall simulate failures in other electrical components in the appliance. Run a test with the auger motor disconnected to determine if there is any danger of the pellets burning back through the auger into the hopper. Run a test where a power failure is simulated with the appliance running at equilibrium temperatures and 100 percent power demand;

(d) Door Ajar:

(A) This test is normally performed on stick-fueled appliances to determine the amount of spillage and associated hazards from combustion products emitted from the firebox when the door is open. Perform this test for 30 minutes on pellet burning appliances and record the observations. No hazardous conditions must be encountered. Hazardous conditions would include excessive flames and sparks emitted from the firebox, or a sharp rise in carbon monoxide in the atmosphere of the test chamber;

(B) Carbon monoxide in the atmosphere shall be measured at approximately one-hour intervals during all tests.

(e) Excess Load: Bring the appliance to equilibrium temperatures and then add an excess quantity of pellets to the



firebox. The excess load depends on the configuration of the firebox, but shall be to the maximum capacity of the firebox or at least ten times the amount of pellets that is normally in the fire chamber at 100 percent power. After the pellets are added, the appliance shall operate at 100 percent power demand with the excess fuel, and temperatures observed and recorded at 10-minute intervals until they peak out at all points of measurement and start to decline;

(f) The inside and outside of the pellet hopper shall not exceed 250 degrees fahrenheit during the abnormal temperature tests required by this rule.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Agency.]

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92

## **918-520-0050**

### **Pellet-Fired Appliance Construction Standards**

A pellet-fired appliance shall be equipped with the following:

- (1) Integral door(s) or shutter(s) designed to close the pellet-fired appliance fire chamber opening.
- (2) A complete means for venting to the exterior.
- (3) A combustion air inlet.
- (4) A hearth extension, when required by the listing.
- (5) A means to securely attach the pellet-fired appliance to the manufactured dwelling.
- (6) A listed factory-built exhaust vent designed to be attached directly to the pellet-fired appliance.
- (7) A listed factory-built exhaust vent equipped with and containing as part of its listing a termination device(s).
- (8) A combustion air inlet which conducts the air directly into the fire chamber and is designed to prevent material from the fire chamber dropping onto the area beneath the manufactured dwelling.
- (9) A combustion air inlet constructed to resist the entrance of rodents when terminating beneath the manufactured dwelling.

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92

## **918-520-0060**

### **Pellet-Fired Appliance Electrical Equipment**

Electrical material, devices, appliances, fittings and other equipment installed, intended for use in or attached to pellet-

fired appliances shall be tested and listed for its intended use.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90

## 918-520-0070

### Pellet-Fired Appliance Marking

(1) Pellet-fired appliance markings shall conform with the following:

- (a) All markings shall be on a label or tag suitable to last the life of the appliance or stamped or embossed into the appliance;
- (b) All labels or tags shall be installed in a permanent manner to last the life of the appliance;
- (c) Labels or tags shall not be made of materials such as paper or plastics which are subject to deterioration from heat;
- (d) All required markings shall be located to be easily readable when the appliance is properly installed; and
- (e) All printed information on all markings shall have lettering no smaller than 1/16-inch except where specifically required by this rule.

(2) There shall be a permanent marking with 1/4-inch high letters near the door stating: "**WARNING, do not open door(s) while operating appliance**".

(3) There shall be a permanent marking with 3/8-inch high letters on the outside of the fuel hopper stating: "**WARNING, for use with recommended pelletized fuel only**".

(4) A label provided by the listing agency shall be permanently attached to the appliance with the following information:

- (a) The name and identification mark of the testing laboratory and listing agency;
- (b) The following wording: "**This pellet-fired appliance has been constructed, tested and listed for use in manufactured dwellings and park trailers according to OAR 918-520-0010 through 918-520-0110**";
- (c) The specific type(s) and size(s) of pelletized fuel for which the appliance is listed;
- (d) The minimum horizontal and vertical clearances to combustibles;
- (e) The appliance input rating, lighting and shutdown;
- (f) The specific hearth size and material requirements;
- (g) The appliance manufacturer's name and address; and
- (h) The appliance model number, serial number and listing number.

(5) Field application of listing labels shall only be made by the listing agency.

Stat. Auth.: ORS 183.325 - 183.410, 446.230, 446.240, 455.010 - 455.130 & 455.610

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92

**918-520-0080**

**Pellet-Fired Appliance Test Reports**

Pellet-fired appliance test reports from the testing laboratory shall be made available within 48 hours upon request by the Agency.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90

**918-520-0090**

**Pellet-Fired Appliance Fuels**

- (1) Pellet-fired appliances shall be tested with the pelletized fuel with which the appliance is intended to be used.
- (2) All fuel substitutes or supplements shall be approved by the testing laboratory or listing agency and included in the listing and the operating instructions.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90

**918-520-0100**

**Acceptable Laboratories for Pellet-Fired Appliances**

Testing laboratories testing pellet-fired appliances shall be approved by the Oregon State Electrical Board for limited electrical testing as required by ORS 479.610 and 479.760.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90

**918-520-0110**

**Instructions for Pellet-Fired Appliances**

- (1) Operating instructions shall be provided with each appliance. The instructions shall be approved by the testing

laboratory and shall include at least the following directions and information covering:

- (a) The proper size and types of fuel to be used with the appliance;
- (b) The use of the appliance;
- (c) The operation, lighting and shut down of the appliance; and
- (d) Its proper maintenance.

(2) Installation instructions shall be provided with each appliance. These instructions shall be approved by a testing or listing agency and shall include, but is not limited to, directions for the installations, clearances to combustibles, venting, grounding and all electrical and mechanical connections.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.230

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 525**

**SAFETY AND CONSTRUCTION STANDARDS FOR RECREATIONAL VEHICLES**

**918-525-0000**

**Reasonable Notice to Interested Parties**

Before the adoption, amendment or repeal of any rule relating to the construction or inspection of recreation vehicles adopted under ORS 446.003 to 446.280 and 446.990, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 15 days before the effective date; and
- (2) By mailing a copy of the notice to persons on the Manufactured Structures and Parks Section's mailing list established under ORS 183.335(7) and the Capitol Press Room.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 183.335

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0005**

**Definitions**

The following definitions shall apply to OAR Chapter 918, Divisions 525, 530, 535 and 540 and are in addition to those included in ORS 446.003:

- (1) "Accessible" means having access thereto, but which may require removal of an access panel or opening a door.
- (2) "Accessory Building or Structure," as defined in ORS 446.003, means any portable, demountable or permanent structure established for the use of the occupant of the manufactured structure and as further defined by rule by the director. (See Sections (3) and (4) of this rule.)

- (3) "Accessory Building" means an accessory building which specifically includes, but is not limited to, cabanas, ramadas, storage sheds and garages.
- (4) "Accessory Structure" means an accessory structure which specifically includes, but is not limited to, awnings, carports, decks, steps and ramps.
- (5) "Adjustment of Equipment" means the adjustment of the rate, flow, speed, temperature, etc. as necessary for the continued operation of the equipment but does not include the repair, replacement, conversion, alteration or addition to any equipment.
- (6) "Authority Having Jurisdiction" means the Building Codes Division or local government appointed by the administrator to inspect and issue permits for installation, alteration or conversion of recreational vehicles, equipment, accessory buildings and structures.
- (7) "Controlled Fill" means fill intended to bear a structural load in which the fill material is placed in layers of soil, crushed stone or masonry waste material, compacted, and tested to ensure it meets specified compaction standards determined by laboratory tests of soil samples from the fill material.
- (8) "Conversion" as used in this rule has two meanings:
- (a) "Conversion" as defined in ORS 446.003(9) relates to changing an existing vehicle to a recreational vehicle use such as a van conversion or bus conversion; or
- (b) "Conversion" as described in ORS 446.003(2)(b)(B) relates to changing equipment from one fuel source to another and could include other conversions of the recreational vehicle equipment.
- (9) "Design Option" means an option to a model or model group submitted with the original model or with a model supplement.
- (10) "Earthquake-resistant Bracing System" means an approved anchoring system, bracing system or other devices designed and constructed to protect the health and safety of the occupants of, and reducing damage to, a park trailer in the event of an earthquake.
- (11) "Field Technical Service" means the clarification of technical data, including but not limited to Division interpretations, investigations or training relating to the application of laws, rules, standards and regulations administered and enforced by the Building Codes Division.
- (12) "Garage" means a structure located on a recreational vehicle site designed for the storage of motor vehicles.
- (13) "Gas Supply Connector" means a listed connector designed for connecting the recreational vehicle to the gas supply source.
- (14) "Ground Anchor" means a device at a recreational vehicle stand designed to transfer recreational vehicle anchoring load to the ground.
- (15) "Habitable Room" means a room or an enclosed floor space intended for living, eating, food preparation, or sleeping purposes not including bathrooms, toilet compartments, laundries, pantries, foyers, hallways and other accessory spaces.
- (16) "Insignia" means a state insignia of compliance. (See ORS 446.003 for further information.)
- (17) "Labeled" means equipment or materials, used in the manufacture or installation of a recreational vehicle, to which has been attached a label, symbol or other identifying mark of a nationally recognized testing laboratory, inspection agency or other organization, which evaluates products to nationally recognized standards and periodically inspects production of equipment and materials to show compliance with those standards for usage in a specified manner.

(18) "Listing Agency" means an agency that:

- (a) Is regularly engaged in conducting its own tests, or listing, labeling or contracting its testing procedures to a nationally recognized testing agency;
- (b) Maintains a periodic inspection program on production of currently listed products; and
- (c) Publishes, at a minimum, an annual report which is used to determine whether products have been tested to such national standards and found safe for use in a specified manner.

(19) "Load Bearing Device" means any equipment or device used in the support of a recreational vehicle including, but not limited to, footings, piers, caps and shims.

(20) "Main Frame" means the part of the structural system of a recreational vehicle normally used to transfer design load to the support system.

(21) "Maintenance of Equipment" means performing routine tasks such as lubricating or changing filters, washers, fuses or bulbs as necessary for the continued operation of the equipment but does not include the replacement, conversion, alteration or addition of or to any equipment.

(22) "Minor Repair" means a simple repair such as replacing broken glass, fittings, devices or fixtures, using approved component parts, but does not include the repair or replacement of major portions of the structural, plumbing, electrical or mechanical systems or conversions, alterations or additions.

(23) "Model" means an individual recreational vehicle designated by the manufacturer to be manufactured to a specific floor plan, which includes specific structural components, plumbing, electrical and mechanical equipment, and installed and located in accordance with the plans submitted to the division.

(24) "Model Group" means two or more models with identical floor plans and plumbing, electrical and mechanical systems but identified by different names, numbers or letters.

(25) "Municipality" means a city, county or other unit of local government otherwise authorized by law to enact codes.

(26) "Noncompliance" means a failure of a recreational vehicle, equipment or installation to comply with these rules or the codes and standards described in OAR 918-500-0040.

(27) "Notice of Violation" means written notification by the division stating the recreational vehicle or equipment may not be used, rented, leased or sold or offered for sale, rent or lease due to violations of ORS Chapter 446 or these rules. (The Notice of Violation is commonly referred to as a "Red Tag", "Stop Work Order" or "Prohibited Sales Notice".)

(28) "Option Ready" means a provision made during the manufacture of a recreational vehicle to facilitate the future installation of an appliance or other equipment (e.g., air conditioner, generator, dishwasher).

(29) "Park Trailer" means a recreational vehicle built on a single chassis, mounted on wheels, designed to provide recreational, seasonal or temporary living quarters which may be connected to utilities necessary for operation of installed fixtures and appliances, and with a gross trailer area not exceeding 400 square feet when in the set-up mode. Such a vehicle shall be referred to and identified by the manufacturer or converter as a recreational vehicle. (See OAR 918-525-0035 for more information.)

(30) "Pier" means that portion of the support system between the footing and the recreational vehicle.

(31) "Plan Supplement" means the revision, modification or updating of an existing division-approved plan.

(32) "Porch" means an outside walking area having a floor elevated more than eight inches above grade.

- (33) "Prefabricated Cabana" means a cabana built at an off-site location and transported to the site for installation.
- (34) "Prefabricated Pier" means a listed or approved pier which is manufactured at an off-site location but does not include concrete blocks or earthquake-resistant bracing systems.
- (35) "Ramada" means a stationary structure having a roof extending over a recreational vehicle, which may also extend over a patio or parking space for motor vehicles, and is used principally for protection from snow, ice, sun or rain.
- (36) "Readily Accessible" means having direct access without the necessity of removing a panel, door or similar obstruction.
- (37) "Recreational Vehicle" means a vehicle as defined in ORS 446.003(35) and specifically includes camping trailers, camping vehicles, motor homes, park trailers, bus conversions, van conversions, tent trailers, travel trailers, truck campers, combination vehicles which include a recreational vehicle use and any vehicle converted for use or partial use as a recreational vehicle. (See OAR 918-525-0035 for more information.)
- (38) "Recreational Vehicle Accessory Structure" means any portable, demountable or permanent structure established for the use of the recreational vehicle occupant and designed or intended to be free-standing, self-supporting and only attached to the recreational vehicle with appropriate flashing or sealing materials to provide a weather seal (i.e., porches, decks, awnings, carports, cabanas or ramadas).
- (39) "Recreational Vehicle Site" means a designated parcel of land designed to accommodate a recreational vehicle, its accessory structures or buildings and accessory equipment for the exclusive use of the occupants recreational vehicle.
- (40) "Regulated Repair" means an alteration, repair or conversion regulated by the codes and standards described in OAR 918-500-0040 but excludes those items described in ORS 446.003(2)(b) and OAR 918-525-0350(2).
- (41) "Repair" means the reconstruction or renewal of any part of an existing recreational vehicle or piece of equipment for the purpose of its maintenance.
- (42) "Repair Operation" means any person in the business of making alterations, repairs or conversions to recreational vehicles or recreational vehicle equipment regulated by the division under ORS Chapter 446 and these rules.
- (43) "Replacement in Kind" means replacing equipment or accessories with approved like equipment or accessories such as switches, thermostats, fittings, elements or motors, but does not include the replacement of major portions of the structural, plumbing, electrical or mechanical systems.
- (44) "Set Up" means the work performed and the operations involved in placing, supporting and securing a recreational vehicle for its installation.
- (45) "Site, Recreational Vehicle" means a designated parcel of land designed to accommodate a recreational vehicle, its accessory structures or buildings, and accessory equipment for the exclusive use of the occupants.
- (46) "Skirting" means a weather-resistant material used to enclose the space below the recreational vehicle.
- (47) "Stabilizing Devices" means all components of the anchoring system and support systems such as piers, footings, ties, anchoring equipment, ground anchors and any other equipment which supports or secures the recreational vehicle to the ground.
- (48) "Stand" means that area of the recreational vehicle site which has been reserved for the placement of a recreational vehicle or accessory structure.
- (49) "Support System" means a combination of footings, piers, caps and shims that will, when properly installed, support the weight of the recreational vehicle, and all imposed live loads.



(50) "Tag" means a label or insignia issued by the Building Codes Division and applied to recreational vehicles to indicate compliance with state laws, rules and regulations. (See insignia.)

(51) "Technician" means a quality assurance technician approved by the division to perform inspections according to a repair operation's quality assurance manual.

(52) "Testing Laboratory" or "Testing Agency" means an organization:

(a) In the business of testing equipment and systems;

(b) Qualified and equipped to perform or to observe experimental testing to approved standards;

(c) Not under the jurisdiction or control of any single manufacturer or supplier for an affected industry;

(d) Publishing reports, including specific information about the equipment and systems tested and found safe for use in a specified manner; and

(e) Whose methods and standards have been approved by the division.

(53) "Tie" means straps, cable or securing devices used to connect the recreational vehicle to ground anchors.

(54) "Tie-down" means any device designed to anchor the recreational vehicle securely to the ground.

(55) "Travel Mode" means the overall size of the recreational vehicle as it travels on a highway including all horizontal projections except for expandable rooms, retractable awnings, exterior plumbing, mechanical or electrical fixtures or equipment or other minor exterior attachments.

(56) "Uncontrolled Fill" means fill intended as a bearing for structural load placed in layers of soil, crushed stone or masonry waste material, compacted but not tested to insure it meets specified compaction standards.

(57) "Vertical Tie" means a tie intended to resist the uplifting and overturning forces.

(58) "Visual inspection" means an inspection by the division of the visible portions of completed construction for the purpose of identifying code violations or approving and issuing an insignia of compliance.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90 BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97; BCD 11-1997, f. 7-23-97, cert. ef. 1-1-98

## **918-525-0015**

### **Objective**

The provisions of OAR Chapter 918, Divisions 525, 530 and 540 apply to the design, manufacture and installation of recreational vehicles manufactured, remanufactured, converted, altered, repaired, rented, leased, sold, installed or offered for rent, lease or sale in Oregon as authorized by ORS 446.155.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.155

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0020**

**Equipment and Equipment Installations**

- (1) All equipment and equipment installations in the thermal, fire and life safety, plumbing, mechanical and electrical systems of recreational vehicles or intended for use in recreational vehicles shall be subject to the provisions of these rules.
- (2) The Division may accept for approval equipment and equipment installations listed and labeled by a testing agency using standards approved by the Division.
- (3) The Administrator, or persons authorized by the Administrator, shall be the final approval authority in cases which present an immediate hazard to the health and safety of owners and occupiers of the recreational vehicle in question.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.155

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0030**

**Approval Revocation of Listed or Labeled Equipment and Equipment Installations**

The Division, upon determination listed or labeled equipment and equipment installations are not adequate for the protection of health, safety and the general welfare, may revoke the approval for installation in recreational vehicles manufactured, sold, rented or leased in Oregon

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.155

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0035**

**Allowable Floor Areas**

- (1) The maximum gross floor area of a recreational vehicle is limited to 400 square feet in the set-up mode including all tip-outs, slide-outs, expandable rooms and other horizontal projections. The 400-square-foot limitation does not include:
- (a) Vertical multi-level additions such as basements, lofts or overhead storage; or
- (b) Any living space less than five feet in height which does not increase the size of the recreational vehicle or extend horizontally beyond the recreational vehicle floor line.
- (2) The maximum gross floor area of a park trailer is limited to 400 square feet in the set-up mode including all tip-outs, slide-outs, expandable rooms and other horizontal projections but does not include:
- (a) Lofts, second stories, eave or porch roof overhangs;

(b) Living space less than five feet in height which does not increase the size of the recreational vehicle or extend horizontally beyond the recreational vehicle floor line; or

(c) Exterior decks or porches that are not enclosed or part of the living area of the park trailer.

(3) In addition to sections (1) and (2) of this rule, the gross floor area of a combination vehicle or vehicle converted for partial use as a recreational vehicle shall not exceed 400 square feet of gross floor area for:

(a) Both uses if there is no permanent separation between the recreational vehicle and the other use; or

(b) The recreational vehicle portion only if the combination vehicle or vehicle converted for partial use as a recreational vehicle has a permanent wall separating the two uses. The non-recreational vehicle portion of the vehicle is only limited by the allowable size of the total vehicle according to the regulations of the Oregon Department of Transportation.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## 918-525-0040

### Minimum Safety Standards for Recreational Vehicles

(1) The following standards are adopted by reference as the standards under which recreational vehicles are to be manufactured:

(a) The **American National Standards Institute (ANSI) Standards** appearing in **Pamphlet ANSI A119.2 (1996 edition)** under the title "**Standard for Recreational Vehicles**" and those standards referenced within are adopted as the division standards for the construction, manufacture, alteration, repair and conversion of recreational vehicles except park trailers;

(b) The **American National Standards Institute (ANSI) Standards** appearing in **Pamphlet ANSI A119.5 (1997 edition)** under the title "**Standard for Recreational Park Trailers**" and those standards referenced within are adopted as the division standards for the construction, manufacture, alteration, repair and conversion of park trailers as amended in Section (5) of this rule;

(c) The **National Fire Protection Association (NFPA) Standards** appearing in **Pamphlet NFPA 70 (1996 edition)** under the title "**National Electrical Code**" and those standards referenced within are adopted as the division standards for the construction, manufacture, alteration, repair and conversion of electrical equipment and installations in recreational vehicles except park trailers;

(d) The **National Fire Protection Association (NFPA) Standards** appearing in **Pamphlet NFPA 70 (1996 edition)** under the title "**National Electrical Code**" and those standards referenced within are adopted as the division standards for the construction, manufacture, alteration, repair and conversion of electrical equipment and installations in park trailers as amended in Section (6) of this rule.

(2) Repairs to damaged recreational vehicles shall conform to the following:

(a) Repairs to a recreational vehicle made before or at the time of sale to the first consumer shall conform to the division standards in effect at the time the repairs are performed; and

(b) All repairs to a recreational vehicle after the initial sale to the first consumer shall conform to the division standards in effect at the time of original construction.

- (3) Visual inspection of unaltered used recreational vehicles, if required, shall conform to the division standards in effect at the time of original manufacture.
- (4) Alterations performed on a recreational vehicle by the manufacturer, repair operation or dealer shall conform to the division standards in effect at the time of the inspection of the alteration.
- (5) In addition to the standards identified in subsection (1)(b) of this rule, park trailers over 8-1/2 feet (2.59 meters) wide in the travel mode for sale, rent, lease or installation in Oregon, shall have:
- (a) Alternate exits in all lofts and second stories equal to those required in **Chapter 3, Section 3-3** of **ANSI A119.5 (1997 edition)**; and
  - (b) A smoke detector installed in any loft or second story to the requirements of **Chapter 3, Section 3-4** of **ANSI A119.5 (1997 edition)**.
- (6) In addition to the standards identified in subsection (1)(d) of this section and **Article 552-43(a)** of the **1996 National Electrical Code**, park trailers over 8-1/2 feet (2.59 meters) wide in the travel mode, for sale, rent, lease or installation in Oregon may be provided with up to two listed factory-installed power supply cords for the electrical feeders.
- (7) Park trailers over 8-1/2 feet (2.59 meters) wide in the travel mode shall be installed according to OAR Chapter 918, Divisions 530 and 535 in all areas of the state where the Building Codes Division has jurisdiction and where a municipality having jurisdiction has adopted these standards by local ordinance. In conformance with ORS 446.185 and 446.200, no municipality shall enact any other safety standards for the installation of park trailers.
- (8) Recreational vehicles and recreational vehicle accessory structures and buildings shall be sited and installed according to OAR Chapter 918 Division 535.

[Publications: The publications referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 183.325-410 & 446.003 - 285

Stats. Implemented: ORS 446.185

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 22-1990(Temp), f. & cert. ef. 9-4-90; BCA 27-1990, f. 11-28-90, cert. ef. 11-30-90; BCA 16-1993, f. 8-12-93, cert. ef. 9-1-93; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 16-1996, f. 8-6-96, cert. ef. 9-1-96; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97; BCD 11-1997, f. 7-23-97, cert. ef. 1-1-98

**918-525-0055**

**Park Trailer Installer License Requirements**

Persons installing park trailers, accessory structures or accessory buildings are not required to have a Division issued installers license but shall comply with all applicable provisions of ORS Chapters 316, 656, 657 and 701.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0060**

**Manufacturer's Quality Assurance Manual**

(1) Each manufacturer of recreational vehicles seeking certification under OAR 918-525-0080 shall submit to the Division a manual outlining the quality assurance procedures to be followed at its particular manufacturing facility or facilities. If the quality assurance manual is applicable to more than one manufacturing facility, the manual shall adequately define procedures specific to each facility. The quality assurance manual shall be submitted in duplicate and contain:

- (a) The name and address of the facility in which this quality assurance manual will be used;
- (b) An organizational chart showing the accountability, by position, of the manufacturer's quality assurance personnel;
- (c) A description of production tests, test procedures and test equipment required to determine compliance with this division of rules;
- (d) A station-by-station description of each manufacturing facility's manufacturing process;
- (e) A plant layout showing each stage of the production line;
- (f) A list of quality assurance inspections required by the manufacturing facility at each station;
- (g) Identification, by title, publisher, edition, date and publication number, those codes and standards to be enforced by the manufacturer's quality control;
- (h) A copy of the manufacturer's owners manual for each recreational vehicle produced under this quality assurance manual; and
- (i) A description of procedures for the receipt, storage and handling of materials and components used in the manufacture of recreational vehicles.

(2) Each manufacturer shall supplement its quality assurance manual following each code change, change in production process or change to any item described in subsections (1)(a) through (i) of this rule and submit the supplement to the Division along with the fees in OAR 918-525-0510 according to section (1) of this rule.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0065**

### **Compliance Monitoring of Manufacturers**

(1) To maintain consistent compliance with these rules the Division:

- (a) May inspect recreational vehicles at each facility selling, offering for sale or displaying for sale, the manufacturers products whether for wholesale, retail or consignment;
- (b) Shall inspect recreational vehicles at all manufacturing facilities a minimum of once every two years; and
- (c) Shall evaluate the manufacturer's compliance with the rules adopted by the Division.

(2) If the Division determines that recreational vehicles produced by the manufacturer consistently fail to conform with the requirements of these rules, the manufacturer's quality assurance program or the pre-established acceptable quality level, the Division may:

- (a) Post a Notice of Violation on each recreational vehicle which fails to conform in accordance with OAR 918-525-0330;
  - (b) Remove the Insignia of Compliance from each recreational vehicle which fails to conform in accordance with OAR 918-525-0450(2);
  - (c) Increase inspections as necessary to assure adequate compliance in accordance with OAR 918-525-0080, 918-525-0310 and 918-525-0320;
  - (d) Rescind the manufacturer's certification in accordance with OAR 918-525-0080(3); or
  - (e) Require mandatory Division training in accordance with OAR 918-525-0080(4).
- (3) Fees for increased inspections or mandatory Division training shall be set forth in OAR 918-525-0510 and 918-525-0520.
- (4) Dealer lot monitoring inspections are paid through the insignia label fee set forth in OAR 918-525-0510.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.160

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 14-1996(Temp), f. & cert. ef. 7-1-96; BCD 24-1996, f. & cert. ef. 11-8-96

## **918-525-0070**

### **Manufacturer Registration**

- (1) All manufacturers of recreational vehicles shall register with the Division each manufacturing facility which produces or intends to produce two or more recreational vehicles per year that will bear or are required to bear an Oregon insignia of compliance and be offered for sale in Oregon. Manufacturing facility registration shall be renewed by August 1 of each year by submitting an application for renewal to the Division, together with the renewal fee specified in OAR 918-525-0510.
- (2) Manufacturers not registered or whose registration has expired will not be issued Oregon insignia of approval or receive Oregon plan review and approval or Division inspections.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0080**

### **Manufacturing Facility Certification**

- (1) Each recreational vehicle manufacturing facility placed on a quality assurance system and authorized to use bulk insignia of compliance shall be certified by the Division. Manufacturing facilities may be certified by the Division if the following criteria are met:
- (a) The manufacturer has registered with the Division;

- (b) The manufacturer has submitted and the Division has approved the manufacturer's quality assurance manual;
  - (c) The manufacturer has Division approved plans;
  - (d) The manufacturing facility has been inspected by the Division and a certification report has been issued verifying the manufacturing facility's ability to follow the procedures outlined in its approved quality assurance manual; and
  - (e) Random units inspected by the Division on dealer lots conform to the provisions of OAR 918-525-0065.
- (2) Certification inspections shall be performed at the Division's convenience, and at the inspection fee rates provided in OAR 918-525-0510.
- (3) The Division may rescind a manufacturing facility's certification if the Division determines that any of the criteria identified in section (1) of this rule are not satisfied. The Division shall notify a manufacturer in writing of its intent to decertify a manufacturing facility. The notice shall identify the circumstances and reasons for decertification. If the manufacturer fails to bring the facility into conformance with the requirements of these rules within the time specified by the Division, the Division may decertify the facility.
- (4) As an alternative to decertifying the manufacturing facility, the Division may require mandatory Division training and increase the frequency of inplant inspections and dealer lot-monitoring. Violations identified on an inplant inspection report or a dealer lot monitoring report shall be corrected prior to the departure of the issuing inspector or a Notice of Violation shall be posted on the recreational vehicle. At the discretion of the issuing inspector, violations may be corrected after the departure of the issuing inspector if a summary of the corrective actions taken is submitted to the Division within the time frame specified in OAR 918-525-0330.
- (5) All certification inspection fees shall be as shown in OAR 918-525-0510(1) through (4).

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-525-0090**

### **Change of ownership**

- (1) If there is a change in the ownership of a recreational vehicle manufacturer or repair operation, the new owner shall register with the Division within ten days of the date of change according to OAR 918-525-0070.
- (2) If the new owner intends to operate according to the current approved quality assurance manual, the new owner shall indicate their intent in the written notice of change of ownership.
- (3) If the new owner does not intend to operate under the current approved quality assurance manual, the new owner shall submit to the Division a new quality assurance manual within 30 days of the change in ownership when required by OAR 918-525-0060 or OAR 918-525-0150.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0100**

**Change of Name or Address**

When a manufacturer or repair operation changes its name, address or location, the manufacturer or repair operation shall notify the Division in writing within ten days of the date of change. The notice shall be accompanied by an Application for Manufacturer Registration Form, together with the fee required by OAR 918-525-0510.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0110**

**Vehicle Identification**

- (1) Recreational vehicles offered for sale in Oregon shall bear an identifying serial number.
- (2) The serial number shall be in a visible location approved by the Division and shall be applied during the first stage of production.

Stat. Auth.: ORS Ch. 466

Stats. Implemented: ORS 446.170

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**Repair Operations**

**918-525-0120**

**Repair Operation Requirements**

- (1) Each repair operation shall assure that alterations, conversions of or to recreational vehicles or recreational vehicle equipment regulated by the Division are made according to the standards adopted by the Division in OAR 918-525-0040 and are inspected according to the following. Each regulated recreational vehicle alteration, repair or conversion is inspected by:
  - (a) The Division; or
  - (b) A Division-approved quality assurance technician in a registered and certified repair operation monitored by the Division according to OAR 918-525-0130, 918-525-0140 and 918-525-0160.
- (2) Each recreational vehicle which has been altered, repaired or converted shall bear an insignia of compliance issued by the Division according to OAR 918-525-0430.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160



Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0130**

### **Repair Operation Registration**

(1) All repair operations shall register with the Division each facility or operation which performs Division-regulated alterations, conversions of or to recreational vehicles and recreational vehicle equipment. Repair operation registration shall be renewed by July 31 of each year by submitting an application for renewal registration to the Division, together with the renewal fee specified in OAR 918-525-0510.

(2) Repair operations not registered or whose registration has expired will not receive inspections or be issued Oregon insignia of compliance from the Division.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0140**

### **Repair Operation Certification and Technician Approval**

(1) Repair operations may be certified by the Division and issued bulk insignia of compliance if the the repair operation had:

(a) Registered with the Division;

(b) Employed one or more quality assurance technicians approved by the Division according to these rules; and

(c) Submitted, and the Division has approved, the repair operation's quality assurance manual according to OAR 918-525-0150.

(2) A person wishing to be approved by the Division as a quality assurance technician shall successfully complete a Division-approved training class.

(3) Random unannounced monitoring inspections shall be performed by the Division to confirm alterations, repairs or conversions are being made in compliance with the codes and standards adopted in OAR 918-525-0040 and the approved quality assurance manual.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0150**

### **Repair Operation's Quality Assurance Manual**

(1) Each repair operation seeking certification under these rules shall submit to the Division a manual outlining the quality assurance procedures to be followed at its particular repair operation. If the quality assurance manual is applicable to more than one location, the manual shall adequately define procedures specific to each location. The quality assurance manual shall be submitted in duplicate and contain a minimum of the following information:

- (a) The name and address of each repair operation in which this quality assurance manual will be used;
- (b) Identification of the owners/operators of the repair operation;
- (c) Identification of the quality assurance technician(s) approved by the Division to oversee the repair operation's quality assurance program;
- (d) A description of quality assurance procedures used to determine the operation's ability to comply with the Division's rules, codes and standards;
- (e) A list of quality assurance inspections used by the repair operation to verify compliance with the codes, standards and this division of rules; and
- (f) A description of all tests and testing methods used to verify compliance with the codes, standards and this Division of rules.

(2) Each repair operation shall supplement its quality assurance manual to reflect applicable changes in the code, quality assurance process, or any item described in subsections (1)(a) through (f) of this rule and submit the supplement to the Division within ten days of the change along with the required fees in OAR 918-525-0510 according to section (1) of this rule.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0160**

### **Compliance Monitoring of Repair Operations**

(1) To assure consistent compliance with the Division's rules, codes and standards adopted in OAR 919-525-0040 and the certified repair operation's quality assurance manual, the Division shall:

- (a) Inspect recreational vehicles at all certified repair operations not less than once each year;
- (b) Evaluate the certified repair operation's compliance with the rules adopted by the Division; and
- (c) Evaluate the effectiveness of the certified repair operation's quality assurance program and compliance to its approved quality assurance manual.

(2) A Division inspector shall post a Notice of Violation if violations identified during a monitoring inspection are not corrected prior to the inspector's departure. The inspector may allow violations to be corrected after the inspector's departure if the repair operation submits to the Division a summary of the corrective action taken within 20 days.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0170****Repair Operation Compliance Procedures**

(1) If the Division determines a certified repair operation or the recreational vehicles altered, repaired or converted by a certified repair operation consistently fail to conform with the requirements of this division of rules, the codes or standards adopted in OAR 918-525-0040 or the certified repair operation's quality assurance program, the Division may:

(a) Post a Notice of Violation on each recreational vehicle which fails to conform according to OAR 918-525-0330;

(b) Remove the Insignia of Compliance from each recreational vehicle which fails to conform according to OAR 918-525-0450(2);

(c) Increase Inspections as necessary to assure adequate compliance in accordance with OAR 918-525-0150, 918-525-0310 and 918-525-0320; or

(d) Decertify the facility according to section (2) of this rule if the repair operation fails to bring the facility into conformance with the requirements of these rules within the time specified by the Division.

(2) If the Division determines the repair operation consistently fails to comply with this division of rules, the codes or standards adopted in OAR 918-525-0040 or the repair operation's approved quality assurance manual the Division may revoke or suspend a repair operation's certification for up to one year.

(a) The Division shall notify a repair operation in writing of its intent to revoke or suspend the repair operation's certification.

(b) The notice shall identify the circumstances and reasons for the revocation or suspension.

(c) The repair operation may continue to operate during the revocation or suspension period if inspections are performed by the Division according to OAR 918-525-0120(1)(a) and 918-525-0320.

(d) As an alternative to revoking or suspending a repair operation's certification, the Division may require mandatory Division-approved training and increase the frequency of monitoring inspections until such time that the Division is satisfied with the performance of the repair operation.

(3) The Division may charge fees for increased inspections or training according to OAR 918-525-0510 and 918-525-0520.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**Plans and Specifications****918-525-0210****General -- Plans and Specifications**

(1) All persons engaged in the manufacture of two or more recreational vehicles requiring an Oregon insignia of compliance, shall apply to the Division for plan approval prior to construction. The application shall be submitted in duplicate on forms supplied by the Division and shall include:

- (a) Two copies of complete plans as required by OAR 918-525-0220; and
- (b) The fees as provided in OAR 918-525-0510.

(2) The Division may provide visual inspections of each individual recreational vehicle in lieu of the required plan review.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-525-0220**

### **Plan Approval Plan Requirements**

(1) Plans submitted to the division shall indicate the nature and extent of the work proposed and all options. Plans shall meet the following requirements.

(2) General: Plans shall be on substantial paper or cloth, be a minimum of 8-1/2 x 11 inches but not exceed 17 x 22 inches, and shall show at least the following:

(a) Fire and Life Safety:

(A) Floor plan and all design options drawn to scale showing all window sizes, exit locations, the gross floor area and egress requirements;

(B) Design and proposed use of each room, space and area, including lofts;

(C) Fire separation walls when required;

(D) Location of required smoke detector, carbon monoxide detector and liquefied petroleum gas (LPG) detector;

(E) Fire extinguisher location;

(F) Locations of drain, water, gas and electrical supply connections; and

(G) Exterior elevations indicating all vehicle fuel filler locations, all appliance combustion air inlets, engine exhaust locations and LPG discharges.

(b) Mechanical:

(A) Location of all appliances and fixtures;

(B) Description of all materials, appliances, fittings, pipe, tubing, vents and ducts;

(C) Schematics of all piping system designs;

(D) Maximum developed length of fuel piping required;

- (E) Maximum Btuh input rating of all fuel-burning appliances;
- (F) Source of combustion air for each appliance;
- (G) Size of openings for combustion air, except an integral part of an approved appliance;
- (H) Types of fuels used;
- (I) Diameter, length, and type of pipe and tubing;
- (J) Capacity and location of liquid fuel tanks and LPG cylinders;
- (K) Size, location, and construction of fuel storage compartments;
- (L) Location of fuel piping indicating protection for concealed tubing;
- (M) Clearances between range burners and combustible materials and methods of protection where required;
- (N) Size, length, type and location of vents and vent connectors;
- (O) Details showing the design and construction of air supply and return systems including type, width, and gauge of warm air ducts and size of openings for return circulating air duct insulation specified when required; and
- (P) Size and location of circulating air supply inlet.

(c) Electrical:

- (A) Floor plan indicating location of all electrical receptacles, appliances and equipment;
- (B) Type and rating of all appliances, fixtures, wire, cable fittings, panels and equipment;
- (C) Specifications of power supply assembly;
- (D) Number of circuits;
- (E) Number and location of outlets on each circuit;
- (F) Number of fixtures;
- (G) Number of fixed appliances;
- (H) Conductor sizes;
- (I) Voltage;
- (J) Method of grounding all exposed noncurrent carrying metal parts of the vehicle;
- (K) Method of grounding appliances;
- (L) Location of distribution panel and minimum working space; and
- (M) Method of neutral conductor isolation.

(d) Plumbing:

- (A) Description of all materials, fixtures, fittings, pipe tubing, shower stalls and walls, including applicable listings;

(B) Diameter and type of pipe and tubing;

(C) Size and type of fittings;

(D) Diagram of potable water supply system, waste, vent and drain system; and

(E) Diagram of holding tank flushing systems.

(3) In addition to the plans identified in Sections (1) and (2) of this rule, manufacturers of park trailers exceeding 8-1/2 feet (2.59 meters) wide in the travel mode shall submit two sets of structural plans to the division according to the requirements of this rule. Structural plans shall be on substantial paper or cloth, be a minimum of 8-1/2 x 11 inches but not exceed 17 x 22 inches, and shall show at least the following:

(a) If a park trailer is being built to the prescriptive methods of **Chapter 5 of ANSI A119.5-1997**, a cross sectional drawing of the park trailer shall be submitted to the division with each floor plan including the following:

(A) The size, species and grade of floor joists, exterior wall studs and roof rafters;

(B) When applicable, the name of the truss manufacturer and truss listing agency;

(C) The type, thickness and span index of all floor, wall and roof sheathing;

(D) Structural connections between the chassis, floor, walls and roof;

(E) Lofts or attic storage areas;

(F) Size and design of steel chassis frame; and

(G) Method and location of provisions for attachment of anchoring systems.

(b) If a park trailer is being built to an alternate method or using alternate materials according to **Chapter 5, Subsection 5-1.2 of ANSI A119.5-1997**, structural plans shall be submitted to the division which shall include:

(A) Structural analysis, calculations, reports, test data and other accepted engineering practices used by the manufacturer to validate the design conforms with **Chapter 5, Section 5-3 of ANSI A119.5-1997**;

(B) A cross-sectional drawing of the park trailer as described in subsection (a) of this section;

(C) Construction drawings showing structural framing details and layouts of frames, floors, walls, roofs and chassis; and

(D) Specifications of all material used in the construction of the park trailer.

(c) One set of the approved structural plans required by Subsection (a) or (b) of this section shall be filed with the division and one set shall be kept on file and made available to the inspector at each manufacturing facility using that design.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97; BCD 11-1997, f. 7-23-97, cert. ef. 1-1-98

**918-525-0230**

## **Recreational Vehicles Manufactured in More than One Location**

- (1) A recreational vehicle manufacturer may manufacture recreational vehicles in more than one location if:
  - (a) Each location of intended manufacture is identified on applicable plan approval application forms; and
  - (b) Each identified manufacturing facility has been registered with the Division according to OAR 918-525-0070.
- (2) The manufacturer shall pay the fees shown in OAR 918-525-0510 for each manufacturing facility registered with the Division.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0240**

### **Nonconforming Application and Plans**

- (1) If an application or plans submitted to the Division do not conform with the requirements of these rules the Division shall send a written notice within 20 working days of the date the application or plans were determined by the Division to be nonconforming. The notice shall identify all deficiencies requiring correction.
- (2) If an applicant fails to submit a completely corrected application and plans within 30 days of the date of the notice, the application shall be considered abandoned and all fees submitted shall be forfeited to the Division. If abandoned, the applicant may reapply and submit the appropriate fees as provided in OAR 918-525-0510.
- (3) Minor application and/or plan discrepancies may be corrected by and at the discretion of the Division at the time of review.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-525-0250**

### **Evidence of Division Approval**

- (1) One copy of Division approved plans and specifications will be returned to the manufacturer. An approved copy shall be retained by the manufacturer at each manufacturing facility and be made available for use during the Division inspection.
- (2) Approved plans and specifications shall be stamped, signed and dated by the Division.
- (3) Misuse or unauthorized reproduction of a Division approval stamp is grounds for decertification of a manufacturer under OAR 918-525-0080(3).

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0260**

**Plan Approval Expiration and Renewal**

- (1) Recreational vehicle plan approvals expire 12 months from the date of Division approval.
- (2) Plan approval shall be renewed prior to the expiration date by submission of a Division Plan Approval Renewal Application Form in duplicate accompanied by fees as shown in OAR 918-525-0510. Plans shall not be submitted with plan approval renewal applications.
- (3) Except for a change in model name or designation, no change or modification may be made in plans when plan renewal is filed.
- (4) Expired plans may be resubmitted per OAR 918-525-0210 and 918-525-0220.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0270**

**Model Name Change and Model Supplement**

A manufacturer may revise or modify an existing approved plan by submitting, in duplicate, to the Division, a plan approval supplement application, revised or modified plans per OAR 918-525-0210, along with the fees set by OAR 918-525-0510, prior to the expiration date of the existing plan.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**Inspections**

**918-525-0310**

**Required Inspection**

- (1) Any person manufacturing or offering for rent or lease any recreational vehicle within the State of Oregon after January 1, 1990 shall request an inspection by the Division if any of the following conditions exist:
  - (a) The recreational vehicle was manufactured after September 1, 1969, and does not bear an Oregon insignia of compliance;



- (b) The recreational vehicle bears an Oregon insignia of compliance and has been subject to an alteration or repair;
- (c) The recreational vehicle has left the manufacturer's, distributor's or dealer's facility with a "Notice of Violation" or "Red Tag";
- (d) An inplant inspection or dealer lot report indicates violations have not been corrected through the normal inspection process; or
- (e) The vehicle was converted to a recreational vehicle use.

(2) The Division is not obligated to provide inspections on recreational vehicles built prior to September 1, 1969.

(3) Any person selling, or offering for sale a recreational vehicle within the State of Oregon after January 1, 1990 shall request an inspection by the Division if any of the following exist:

- (a) The recreational vehicle was manufactured within five years of the date it is offered for sale and does not bear an Oregon insignia of compliance;
- (b) The recreational vehicle has left the manufacturer's, distributor's or dealer's facility with a "Notice of Violation" or "Red Tag";
- (c) An inplant inspection or dealer lot report indicates violations have not been corrected through the normal inspection process; or
- (d) The motor vehicle was converted to a recreational vehicle use.

(4) Any person installing a park trailer, if required by OAR 918-525-0040(6), shall request an inspection by the authority having jurisdiction.

(5) Inspection fees shall be as provided in OAR 918-525-0510.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0320**

### **Inspection and Approval**

- (1) Any person, other than a certified manufacturer manufacturing and offering for sale a recreational vehicle within the state of Oregon shall request Division inspection and approval of each vehicle according to these rules.
- (2) Any person, other than a certified repair operation, who performs regulated repairs on a recreational vehicle within the state of Oregon shall request a Division inspection and approval of each vehicle according to these rules.
- (3) A request for inspection shall:
  - (a) Be made on forms supplied by the Division, and received by the Division at least five working days prior to the desired date of inspection; and
  - (b) Indicate the location, make, model and serial number of the vehicle.
- (4) Fees shall be as established in OAR 918-525-0510 and 918-525-0520 and are payable upon completion of each

inspection.

(5) All work involving alteration, repair or installation shall be accessible for inspection.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0325**

### **Inspection of Prototype Models**

A manufacturer of recreational vehicles may build a prototype model prior to plan approval under the following conditions:

- (1) Prior to beginning construction, the manufacturer shall notify the Division and request an inspection. The inspection may be made during or upon completion of the vehicle.
- (2) The number of prototype models to be built prior to plan approval shall be approved in advance by the Division.
- (3) Prototype models may only be constructed at manufacturing facilities that have been registered and certified under OAR 918-525-0070 and 918-525-0080.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0330**

### **Notice of Violation**

- (1) When an inspection reveals that a recreational vehicle, the equipment or installation violates any provision of the statutes or administrative rules, the Division shall serve upon the renter, lessor, seller, distributor, owner, repair operation, manufacturer or agent thereof a copy of the inspection report giving details of the violations. The Division may also post a Notice of Violation on the recreational vehicle, equipment or installations.
- (2) Violations shall be corrected within 20 days from the date of such notice or at a later date if approved by the Division.
- (3) If the violations are not corrected in the allotted time, the Division may withdraw any previously issued insignia of compliance.
- (4) The recipient of a Notice of violation shall inform the Division in writing within 20 days of the date of the notice of the action taken to correct the violations. A recreational vehicle, equipment or installation subject to a Notice of Violation shall not be moved without Division approval.
- (5) When a Notice of Violation has been posted on the recreational vehicle, equipment or installation such notice shall not be removed until authorized by the Division. A Notice of Violation may only be removed by Division representatives or a person specifically authorized by the Division. A recreational vehicle or equipment posted with a

Notice of Violation shall not be displayed or offered for sale, rent or lease.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0350**

**Alteration, Conversion and Repair**

- (1) Alterations, conversions or repairs of thermal, fire and life safety, plumbing, mechanical or electrical equipment installations on a recreational vehicle bearing an Oregon insignia, without the required inspections will void the insignia. Insignias on recreational vehicles damaged beyond repair shall be returned to or appropriated by the Division.
- (2) The following shall not constitute an alteration, conversion or repair:
  - (a) Minor repairs with approved component parts as defined in OAR 918-525-0005;
  - (b) Conversion of listed fuel-burning appliances in accordance with the terms of their listing;
  - (c) Adjustment and maintenance of equipment as defined in OAR 918-525-0005;
  - (d) Replacement of equipment or accessories in kind as defined in 918-525-0005; or
  - (e) Installation of option ready appliances, equipment or accessories where pre-plumbing or wiring was provided by the manufacturer.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0360**

**Field Technical Service**

The Division may provide Field Technical Service when requested in writing and accompanied by the fees set by OAR 918-525-0510.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-525-0370**

**Permit and Inspection Requirements**

(1) No person shall alter, convert or repair a recreational vehicle without obtaining an inspection from the Division.

**Exceptions:**

1. Those repairs, conversions or alterations that are exempted by OAR 918-525-0350; or
2. Those repairs, conversions or alterations performed by a certified repair operation.

(2) The permit application shall be accompanied by:

(a) If required by the Division, construction plans and specifications that meet all or part of the requirements of OAR 918-525-0220; and

(b) Permit or inspection fees as set by OAR 918-525-0510.

(3) No person shall install a park trailer, if required by OAR 918-525-0040(6), without first obtaining a park trailer installation permit from the authority having jurisdiction.

(4) Every permit issued under these rules shall expire by limitation and become null and void if the work authorized by the permit is not started within 180 days from the date the permit is issued, or if the work authorized by the permit is suspended or abandoned for a period of 180 days at any time after the work is started. A new permit shall be obtained before any work is resumed.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.160

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **Insignia of Compliance**

### **918-525-0410**

#### **Insignia Required**

(1) A recreational vehicle must bear an Oregon ins

ignia of compliance if:

- (a) It was manufactured within five years of the time the recreational vehicle is sold or offered for sale in Oregon;
- (b) It was manufactured after September 1, 1969 and offered for rent or lease in Oregon; or
- (c) It has alterations, repairs or conversions regulated by the Division.

(2) Insignia shall be assigned and affixed to a specific vehicle. Assigned insignias are non-transferable and are void when not affixed as assigned. All such insignias shall remain the property of the Division and may be withdrawn by the Division for any violation of these rules.

(3) The insignia shall be securely affixed to the recreational vehicle according to the following:

(a) When installed by a manufacturer, the insignia shall be attached to the exterior of the exterior wall adjacent to the main entrance door and placed 12 to 36 inches above the finished floor line; or

(b) When installed by a certified quality assurance technician, the insignia shall be attached in an accessible location on or near the alteration repair or conversion.

(4) Insignias shall only be affixed to recreational vehicles by a Division inspector, a certified quality assurance technician at the time and place of alteration, repair or conversion, or a certified manufacturer at the manufacturing facility, or elsewhere if approved by the Division.

(5) Manufacturer's insignias found in the possession of dealers or distributors not attached to the assigned vehicle shall be withdrawn by the Division with no refund issued.

(6) Manufacturer's insignia of compliance and repair operation insignia of compliance shall not be interchangeable.

(7) Park trailer type vehicles greater than 320 square feet but less than 400 square feet may be dual labeled by the manufacturer as both a park trailer recreational vehicle and a manufactured home if the manufacturer meets all the requirements of OAR Chapter 918, Divisions 500 and 525. Where the requirements for park trailer recreational vehicles and manufactured homes are different, the more stringent of the two requirements shall apply.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0420**

### **Insignia Not Required**

Unless the recreational vehicle has been altered, repaired or converted, an insignia of compliance is not required for recreational vehicles manufactured:

- (1) Before September 1, 1969;
- (2) In Oregon, designated by the manufacturer as an out-of-state delivery and delivered by the manufacturer or its agent to a purchaser in another state;
- (3) Out-of-state, not destined for an Oregon purchaser but may be passing through Oregon to its out-of-state destination;
- (4) In Washington, Idaho, Arizona or California between August 15, 1977 and February 1, 1979; or
- (5) Five years or more prior to the date they are sold or offered for sale.

Stat.Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0430**

### **Application For Insignia**

(1) Following registration, any required plan approvals and certification, recreational vehicle manufacturers and repair operations shall apply for insignias for each recreational vehicle, except as provided in OAR 918-525-0420. An Insignia

Label Request shall be submitted to the Division in duplicate, together with appropriate insignia fees set by OAR 918-525-0510.

(2) Each certified recreational vehicle manufacturing facility shall submit to the Division, by the tenth day of each month, a Monthly Insignia Report for the preceding month showing:

- (a) The name of the manufacturer;
- (b) The location of the manufacturer's facility;
- (c) The plant identification number;
- (d) Insignia numbers;
- (e) Serial numbers;
- (f) Plan approval numbers;
- (g) Makes and models;
- (h) Dates of manufacture; and
- (i) Destinations.

(3) Insignias may be requested in bulk as long as the number of insignias is not more than the manufacturer or repair operation would reasonably expect to use in one month.

(4) Individuals, non-certified repair operations or non-certified manufacturers shall apply for insignias for each recreational vehicle at the time the inspection is requested, except as provided in OAR 918-525-0420. An Insignia Label Request shall be submitted to the Division in duplicate, together with appropriate insignia fees set by OAR 918-525-0510.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **918-525-0440**

### **Denial of Insignia**

(1) Bulk insignia requests may be denied or bulk insignias withdrawn if:

- (a) The applicable plan approvals have not been acquired per OAR 918-525-0210;
- (b) A recreational vehicle manufacturer or repair operation is not registered with the Division as required in OAR 918-525-0070 or 918-525-0130;
- (c) A recreational vehicle manufacturing facility is not certified according to OAR 918-525-0080 or 918-525-0140;
- (d) A Monthly Insignia Report is delinquent per OAR 918-525-0430(2);
- (e) Through inplant and/or dealer lot monitoring, the Division determines a recreational vehicle manufacturer is not manufacturing recreational vehicles according to the approved quality assurance manual or any other provisions of these

rules; or

(f) Through a monitoring inspection, the Division determines a recreational vehicle repair operation is not performing alterations, repairs or conversions according to the approved quality assurance manual or any other provision of these rules.

(2) Individual insignia requests may be denied if:

(a) The recreational vehicle does not conform to the requirements of ORS Chapter 446, codes, standards or these rules;

(b) The recreational vehicle manufacturer is not registered and certified with the Division as required in OAR 918-525-0070; or

(c) The recreational vehicle repair operation is not registered and certified with the Division as required in OAR 918-500-0130.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0450**

**Insignia Removal**

(1) When a registered and certified recreational vehicle manufacturer or repair operation discontinues operations at a facility, it shall notify the Division, in writing within ten days of the facility closure and return all unused insignias.

(2) If any recreational vehicle bearing an insignia is found to be in violation of OAR Chapter 918, Division 525 or ORS Chapter 446, the Division may remove the insignia. The owner of the vehicle shall be furnished with a written statement of violations. The Division shall not issue a new insignia until corrections have been made and an inspection performed according to OAR 918-525-0330.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

**918-525-0460**

**Lost or Damaged Insignia**

(1) When an insignia of compliance is lost or damaged, the owner shall notify the Division immediately in writing specifying the name of the manufacturer, the vehicle's serial number, and if possible, the insignia number and approximate date of manufacture.

(2) All damaged insignia shall be promptly returned to the Division. Damaged or lost insignias may be replaced by the Division. A replacement insignia shall be requested on an Insignia Request Application Form accompanied by the appropriate fees as set in OAR 918-525-0510.

(3) A replacement insignia may be requested only after a visual inspection indicates the recreational vehicle meets the

requirements of these rules.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 25-1996, f. 11-8-96, cert. ef. 1-1-97

## **Fees**

### **918-525-0510**

#### **Fees**

All fees in this rule apply to the Division only and do not apply to municipalities. The following fees shall be paid to and collected by the Division. Fees which are billed by the Division shall be paid within 30 days. Fees not received by the Division within 90 days of the billing date shall be considered delinquent and all Division services to the person or company will be suspended until all delinquent fees are received by the Division:

(1) Inspection Fee:

- (a) \$45 for an inspection requiring one hour or less;
- (b) \$22.50 for every 30 minutes or fraction exceeding one hour, including travel time and mileage; and
- (c) Mileage shall be paid at a rate of \$.22 per mile.

(2) Field Technical Service Fee:

- (a) \$45 for service requiring one hour or less;
- (b) \$22.50 for every 30 minutes or fraction exceeding one hour, including travel time and mileage; and
- (c) Mileage shall be paid at a rate of \$.22 per mile.

(3) Out-of-State Inspection or Field Technical Service Fee: In addition to the hourly charges of subsections (a) and (b) of this section, the Division shall be reimbursed for actual cost based on published air fare and/or equivalent, plus necessary surface transportation and cost for food and lodging consistent with the allowances established by the Oregon Department of Administrative Services for authorized state employee travel.

(4) Reinspection Fee: Same fee schedule as noted in sections (1), (2), and (3) of this rule.

(5) Quality Control Manual Fee: \$30 for initial review of manuals and \$20 for review of manual supplements. This fee includes the initial issuance of 25 insignia to certified repair operations.

(6) Plan Renewal Fee: \$15 for administrative costs of renewing plans.

(7) Plan Supplement Fee: Same fee schedule as noted in sections (13) through (18) of this rule.

(8) Change of Name, ownership or Address Fee: \$20 for each change.

(9) Insignia Label Fee: \$5 per insignia for manufacturers and \$5 for a lot of five insignias for repair operations.



- (10) Replacement Insignia Fee: \$5 per insignia for manufacturers and \$5 for a lot of five insignias for repair operations.
- (11) Registration Fee: \$25 per facility or operation.
- (12) Annual Registration Renewal Fee: \$20 per facility or operation.
- (13) Plan Filing Fee: \$10 for each submittal.
- (14) Plan Approval Model Fee: \$15.
- (15) Plumbing Supplement Fees:
  - (a) Drain, waste and Vent: \$20 for each plan submitted;
  - (b) Potable Water: \$10 for each plan submitted.
- (16) Electrical Supplement Fees:
  - (a) 12 Volt: \$20 for each plan submitted;
  - (b) 120 to 240 Volt: \$20 for each plan submitted;
  - (c) Generator: \$10 for each plan submitted.
- (17) Mechanical Supplement Fee: \$10 for each plan submitted.
- (18) Model Floor Plan Supplement Fee: \$15 for each plan submitted and \$5 for each model number supplement.
- (19) Design Option, Plan Approval Model or Number Change Fee: \$20.
- (20) Recreational Vehicle Visual Inspection Fee: \$30. This fee includes the insignia label, one initial inspection and one reinspection.
- (21) Recreational Vehicle Alteration Permit Fee: \$30. This fee includes one initial inspection and one reinspection.
- (22) Permit Reinspection Fee: \$25.
- (23) Park Trailer Installation Fee: \$105 per installation. This fee includes inspection of the stand and lot preparation; all support blocking; flood and wind anchoring devices; perimeter skirting; underfloor access and ventilation; temporary steps; and plumbing; mechanical and electrical connections, when all work is ready for inspection at one time.
- (24) Park Trailer Installation Reinspection Fee: \$85 per reinspection.
- (25) Municipalities shall establish their own fee schedule or may adopt the Division's fee schedule through local ordinance.

Stat. Auth.: ORS 446.160

Stats. Implemented: ORS 446.160

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 14-1996(Temp), f. & cert. ef. 7-1-96; BCD 24-1996, f. & cert. ef. 11-8-96

**918-525-0520**

## Additional Fees

- (1) When the Division determines that a person has failed to obtain required inspections, permits insignia and/or plan review, requiring Division staff to work outside normal business hours, the person shall be charged additional fees as described in sections (3) and (4) of this rule.
- (2) Persons who sell or ship vehicles or equipment known to be out of compliance or requiring inspections or reinspections prior to sale or shipment requiring Division staff to work outside normal business hours, shall be charged additional fees as described in sections (3) and (4) of this rule.
- (3) Persons requesting or requiring inspections or field technical service, outside normal business hours of the Division, shall be charged fees at 1-1/2 times the amounts required by OAR 918-525-0510, except for travel expenses.
- (4) Persons requesting or requiring inspections or field technical service on recognized state holidays shall be charged double the amounts required by OAR 918-525-0510, except for travel expenses.

Stat. Auth.: ORS Ch. 446

Stats. Implemented: ORS 446.176

Hist.: BCA 1-1990, f. & cert. ef. 1-2-90; BCA 10-1992, f. 6-15-92, cert. ef. 7-1-92; BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 530**

**PARK TRAILER AND CABANA INSTALLATION STANDARDS**

**918-530-0005**

**Park Trailers and Cabana Installation Standards -- General (Effective January 1, 1994)**

(1) All park trailers, when required by the authority having jurisdiction, shall be installed to the installation requirements in OAR 918-530-0005 through 918-530-0120 and **Tables 1, 2 and 3**.

**EXCEPTION:** Park trailers less than 8-1/2 feet in width and park trailers installed temporarily on display or in storage and not occupied or intended to be occupied are not required to be installed according to these rules. This exception does not include park trailers installed in recreational vehicle parks, mobile home parks or subdivisions.

(2) All prefabricated cabanas used in conjunction with a park trailer shall be installed to the manufacturer's installation instructions, the **Oregon One and Two Family Dwelling Specialty Code** and the provisions of OAR 918-530-0010, 918-530-0050 through 918-530-0110 and 918-535-0010 through 918-535-0070.

(3) All site built cabanas used in conjunction with park trailers shall be constructed to the **Oregon One and Two Family Dwelling Specialty Code** and the provisions of OAR 918-530-0010, 918-530-0050 through 918-530-0110 and 918-535-0010 through 918-535-0070.

[ED. NOTE: The Tables referenced in this rule are not printed in the OAR Compilation. Copies are available from the Building Codes Division.]

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-530-0010**

**Site Preparation**

- (1) Each site shall be suitable for its intended use and shall comply with applicable federal, state and local laws.
- (2) When, during preparation of the site, unforeseen factors such as rock formation, high ground water levels, springs or biological generated gasses are encountered, corrective work shall be taken prior to the siting of the park trailer or accessory structure.
- (3) Grades shall slope downward away from patios, stands, walls, skirting, foundations and water supply wells.
- (4) Site grading and drainage shall:
  - (a) Provide a diversion of any surface water away from the park trailer, accessory structures and stands except as necessary for controlled irrigation; and
  - (b) Prevent standing water and soil saturation from becoming detrimental to structures and site use.
- (5) Park trailer stands without a subsurface drainage system shall have a crown gradient for surface drainage acceptable to the authority having jurisdiction.
- (6) Grading, plantings or drainage systems shall be constructed to prevent erosion of the park trailer stand from high velocity water runoff.
- (7) Where natural soils or controlled fill (free of grass and organic material) are used, such soils or fill shall support the loads imposed by the support system of the park trailer and cabana placed thereon. The required load-bearing capacity shall be calculated based on the design loads shown in OAR 918-530-0020 and **Table 1**.
- (8) Pier support spacing and footing sizes for natural soils shall be based on **Table 2**.
- (9) Up to 6" of non-compacted crushed rock or gravel, no smaller than 3/4" minus, may be placed on a park trailer or cabana stand without affecting the soil bearing capacity of the stand.

[ED. NOTE: The Tables referenced in this rule are not printed in the OAR Compilation. Copies are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0020**

### **Foundation Systems**

- (1) This rule prescribes Oregon standards for siting, design and installation of park trailer foundation systems and identifies acceptable foundation systems.
- (2) The jurisdiction having authority may approve an unusual installation design not otherwise allowed by these rules.
- (3) Except for wheels, tires, axles, hitches and transportation lights, designed to be detached from the vehicle, no portion of a park trailer transportation platform (chassis and running gear) shall be removed before or after the park trailer is installed.
- (4) The foundation, whether a site-built or site-assembled system of stabilizing devices, shall be:
  - (a) Capable of transferring design vertical loads and other loads unique to local sites due to wind, seismic and water conditions imposed by or on the structure into the underlying soil bedrock without failure; and

(b) Constructed of materials acceptable to the authority having jurisdiction.

(5) The required load bearing capacity of individual load bearing supports and their footings shall be calculated using the values shown in **Table 1**. Footings shall be sized to withstand the uniform live loads and dead loads and any concentrated loads of the park trailer but shall not be less than 256 square inches and not less than the width of the pier. Footings shall be:

(a) Made up of one or two four-inch nominally thick concrete pads either precast or poured in place;

(b) Two to four perpendicular layers of two-inch nominally thick foundation grade lumber pressure-treated on all six sides;

(c) A minimum of six-inch nominally thick continuous concrete footings, not less than 18 inches wide with two continuous #4 rebar lapped 12 inches installed and centered vertically and horizontally under the main frames, ten inches apart and no closer than three inches from the edge of the footing;

(d) A minimum four-inch nominally thick concrete slab containing at least one, one-inch deep control joint; or

(e) Other equivalent materials approved for the intended use by the authority having jurisdiction.

(6) Footings and pier foundations (unless designed by a registered professional engineer or architect) shall be placed level on a stand free of grass and organic materials and having a minimum load bearing capacity of 1,000 pounds per square foot.

(7) Pier and load-bearing devices shall be designed and constructed to distribute loads evenly. Prefabricated or site built piers and load-bearing devices or supports, other than those described in sections (8) through (12) and (23) through (26) of this rule, shall be capable of individually supporting 6,000 pounds and be:

(a) Tested, listed and labeled by a nationally recognized testing and listing laboratory; or

(b) Designed by a professional engineer registered with the Oregon State Board of Engineering Examiners, or architect registered with the Oregon State Board of Architect Examiners and approved by the authority having jurisdiction.

(8) Piers less than 36 inches high under the main frames or 48 inches high under the perimeter shall be constructed of open or closed cell, 8" x 8" x 16" concrete blocks with open cells placed vertically upon the footing. Single stacked block piers shall be installed with the 16-inch dimension perpendicular to the main frame (I-beam or channel beam). The piers shall be capped with material described in section (11) of this rule. Pier height shall be measured from the top of the footing or slab to the bottom of the main frame or floor joists.

(9) Piers between 36 inches and 80 inches in height and all corner piers over three blocks high shall be double blocked with blocks interlocked and capped with material described in section (11) of this rule. No more than 25 percent of the piers supporting a park trailer shall exceed 36 inches in height at the main frames and 48 inches in height at the perimeter.

(10) Piers over 80 inches high but not exceeding 144 inches shall be constructed according to section (9) of this rule and be laid in concrete mortar with steel reinforcing bars inserted in block cells and the block cells filled with concrete. The piers shall be capped with material described in section (11) of this rule. No more than 25 percent of the piers supporting a park trailer shall exceed 36 inches in height at the main frame and 48 inches in height at the perimeter.

(11) Each pier shall have a pier cap equal in area to the pier blocking (i.e., 8" x 16" or 16" x 16"). Pier caps shall be a minimum:

(a) Four-inch nominally thick solid concrete block;

(b) One-inch nominally thick group 2 or 3 parallel laminated veneer wood plate; or

(c) Two-inch nominally thick two or better grade board lumber.

(12) Each pier may be shimmed up to nine vertical inches between the top of the pier cap and the bottom of the main frame with any combination of the following materials:

(a) Minimum two-inch nominally thick solid concrete block equal in area to the pier cap;

(b) Minimum one-inch nominally group 2 or 3 parallel laminated veneer wood plate equal in area to the pier cap; or

(c) Minimum nominally 2" x 6" x 16" two or better grade board lumber; and

(d) No more than four, 1" thick by 4" wide by 8" long wood wedges fitted perpendicular with and driven tight to the bottom of the main frame, transferring loads uniformly to the pier.

(13) When the park trailer is installed on a basement or split level type foundation over a habitable lower-level area, or when more than 1/4 of the area of a park trailer is installed so the bottom of the main frame members are more than three feet above the footing or slab, the foundation system shall be designed by a registered professional engineer or architect and approved by the authority having jurisdiction.

(14) Load-bearing and non-load bearing walls under a park trailer constructed on site shall be constructed to resist lateral pressure from adjacent earth and support design loads as determined by acceptable engineering practice.

(15) A minimum clearance of 12 inches shall be maintained beneath the lowest member of the main frame (I-beam or channel beam) in the area of the utility connections. No more than 25 percent of the underside of the main frame of the park trailer shall have less than 12 inches of clearance.

(16) Under the main frame, (I-beam or channel beam) supports shall be placed not more than two feet from the exterior of each end wall. All pier supports shall be installed (centered) directly under and perpendicular to each main frame of the park trailer.

(17) Unless the entire support system is designed and calculated by a registered professional engineer or architect, **Table 2** shall be applicable for all park trailer foundation support systems.

(18) Ground level installation refers to a park trailer installed over an open excavation where the supporting foundation is below the finished ground level. This type of installation is suitable for locations where ground moisture is not detrimental to the park trailer site or where adequate drainage has been provided.

(19) Retaining walls used to resist the lateral displacement of soil and other materials shall be designed to resist the lateral pressure of the retained material in accordance with accepted engineering practices. Retaining walls, if fastened to the park trailer at the time of installation, shall not degrade stabilizing devices of the park trailer. A retaining wall shall not rely on the park trailer for support. Retaining walls shall be constructed of treated foundation grade wood, concrete, masonry or other approved materials or combinations of these materials according to the **Oregon Structural Specialty Code**.

(20) All fill and backfill soil surrounding the park trailer shall be compacted to not allow displacement. Soil grading around the park trailer shall allow water to drain away from the park trailer at a slope of 1/2-foot vertical for every 12 feet horizontal.

(21) Regardless of the type foundation system provided, the foundation construction shall assure a level park trailer or cabana floor.

(22) Under no conditions shall the actual loads exceed the design capacity of the foundation system or equipment.

(23) All concrete masonry pads, blocks, caps and shims used in the foundation support system shall be equivalent to **ASTM C-90**, Grade N, Type I (grade N-I) constructed to be lightweight with a blend of aggregates conforming to

**ASTM C-331 and C-33.**

- (24) All lumber and concrete described in these rules are identified by their nominal sizes only. Actual sizes may vary from 1/8-inch to 1/2-inch.
- (25) All poured in place concrete shall cure seven days prior to installation of the park trailer or cabana.
- (26) All poured in place concrete shall have a compressive strength not less than 2,500 pounds per square inch in 28 days.
- (27) Pumice and cinder block material may not be used in the foundation system in place of concrete pads or blocks.
- (28) All components of the foundation support system requiring tests shall be tested to their dead load plus superimposed live load equal to 1.75 times the required live load using the test procedures in **CFR 3280.401**.
- (29) All prefabricated piers and load bearing devices or supports, other than those described in sections (8) through (12) and (23) through (26) of this rule, shall be permanently marked or labeled with the following information:
- (a) The product's intended use (i.e., footing or pier);
  - (b) The product manufacturer's name and location;
  - (c) The product's model or identification number;
  - (d) The product's design loads or capacity;
  - (e) The product's tested or calculated loads (1.75 minimum);
  - (f) If tested and listed, the name, logo or identification mark of the testing laboratory and listing agency; and
  - (g) If tested and listed, the product's test report and listing numbers.

[ED. NOTE: The Tables referenced in this rule are not printed in the OAR Compilation. Copies are available from the Building Codes Division.]

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-530-0040****Anchoring Systems**

- (1) To resist overturning and lateral movement from high winds, all park trailers installed in the following counties shall be tied down: Clatsop, Tillamook, Lincoln, Coos, Curry, Multnomah, Hood River, Sherman, Gilliam, Morrow and Umatilla; Lane and Douglas if located within 20 miles of the coast; and Wasco County if located within 30 miles of the Columbia River.
- (2) To resist movement and reduce damage, all park trailers installed in designated flood plain areas shall be tied down when required by a municipality or the Federal Emergency Management Agency.
- (3) Each approved ground anchor, when installed, shall be capable of resisting an allowable working load at least equal

to 3,150 pounds in the direction of the tie plus 50 percent overload without failure.

(4) Anchoring equipment, including all straps, cables, turnbuckles, chains and tension devices, installed and used to secure a park trailer shall be capable of resisting an allowable working load at least equal to or exceeding 3,150 pounds and shall be capable of withstanding 50 percent overload (4,725 pounds) without failure of either the anchoring equipment or the attachment point to the park trailer. When the stabilizing system is designed by a qualified engineer or architect, alternate working loads may be used if the anchoring equipment is capable of withstanding a 50 percent overload.

(5) All anchoring equipment shall be tested, listed and labeled as capable of meeting all the requirements of this rule or be permitted if found acceptable to the authority having jurisdiction.

(6) Each type of anchor suitable for the purpose of this rule shall have specification data showing the soil classification for which it qualifies.

(7) Anchors designed for the connection of multiple ties shall be capable of resisting the combined working load and overload consistent with the intent expressed in this rule and shall be installed to resist resultant forces.

(8) Anchor selection shall be based on the soil class at the depth where the anchor will be installed.

(9) Anchors shall be installed to the full depth shown in the manufacturer's installation instructions. The load carrying portion of the ground anchor shall extend below the frost line.

(10) Ties, strapping or other approved methods or material shall be used for ties according to the following requirements:

(a) All ties shall be fastened to ground anchors and drawn tight with turnbuckles, other adjustable tensioning devices or devices supplied with the ground anchor;

(b) Tie materials shall be capable of resisting an allowable working load of 3,150 pounds with no more than two percent elongation and shall withstand a 50 percent overload;

(c) Ties shall connect the ground anchor to the main structural steel frame (I-beam or equivalent) which runs lengthwise under the park trailer. Ties shall not connect to steel outrigger beams which fasten to and intersect with the main structural frame;

(d) The connection of the cable frame tie to the park trailer main structural frame member shall be a 5/8-inch drop-forged, closed-eye bolt through a hole drilled in the upper one-quarter of the main frame or other approved methods. The main frame shall be reinforced, if necessary, to maintain the designed strength of the mainframe;

(e) Cable ends shall be secured with at least three U-bolt type cable clamps with the U portion of the clamp installed on the short (dead) end of the cable to assure strength equal to that required by section (1) of this rule; and

(f) Strapping installed on park trailers located within 20 miles of the coast shall be made of stainless steel or galvanized steel 0.035" thick and 1.25" wide coated with not less than 0.30 ounces of zinc per foot and certified as conforming to **ASTM** standard specification **D3953-87**.

(12) Tension devices, such as turnbuckles or yoke type fasteners, shall be ended with clevis, forged or welded eyes.

(13) Anchoring equipment shall be designed to prevent self-disconnection when ties are slack. Open hook ends shall not be used in any part of the anchoring system.

(14) Anchoring devices shall be installed 11 feet on center and no more than one foot from each end along both sides of the park trailer.



(15) Under no condition shall the actual loads exceed the design capacity of the anchoring system or equipment.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0050**

### **Skirting**

(1) Skirting and permanent enclosures on park trailers and cabanas shall be installed where specifically required by local ordinance.

(2) Skirting shall be of material suitable for exterior exposure and contact with the ground. Untreated wood shall not be nearer than six inches to any earth, unless separated by three inches of metal, concrete or foundation grade lumber. Permanent perimeter enclosures shall be constructed of materials as required by these rules for regular foundation construction.

**EXCEPTION:** Supporting members of untreated lumber for metal skirting shall be separated from the ground by not less than two inches.

(3) Skirting shall be installed according to the skirting manufacturer's installation instructions and these rules.

(4) Skirting shall be adequately secured to assure stability, minimize vibration, susceptibility to wind damage and compensate for possible frost heave.

(5) All holes or gaps between the skirting and the ground or other locations shall be sealed.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0060**

### **Ventilation**

(1) Provisions shall be made to minimize condensation in underfloor areas through ventilation openings.

(2) If combustion air for heat-producing appliance(s) is taken from within the underfloor areas, ventilation shall be adequate to assure proper operation of appliances.

(3) Ventilation openings shall be provided for ground level installations of park trailers and cabanas installed over an excavation.

(4) A minimum of four ventilation openings shall be provided from the underfloor space to the exterior. A ventilation opening shall be placed at, or as near to, each corner as practicable and as high as practicable. The total net free area for ventilation shall be one square foot for every 300 square feet of underfloor area and shall be calculated using **Table 3**. Openings shall provide cross ventilation on at least two sides. The openings shall be covered with 1/4-inch corrosion

resistant wire mesh or with louvered openings with not less than 1/8-inch screen to retard entry of dry vegetation, waste materials, or rodents. The net free area of a vent shall not be diminished in size by vent hardware.

(5) Intake air for indoor ventilation purposes shall not be drawn from under floor spaces of the park trailer or cabana. (This does not include combustion air.)

(6) Provisions shall be made to further reduce moisture and humidity in underfloor spaces by installing a continuous membrane sheeting vapor barrier to cover the ground surface or pavement within the perimeter enclosure of the park trailer or cabana stand. A uniform six mil black polyethylene, linear low density poly (6x) sheet material or other approved equivalent membrane vapor barrier materials shall be installed for this purpose according to the following:

(a) Membrane seams shall be overlapped by at least eight inches;

(b) Edges of the sheeting shall extend to the perimeter of the park trailer;

(c) Stones or bricks shall be placed over seams and around the point of contact of the sheeting with the perimeter enclosure on a spacing of approximately four feet to maintain a reasonable seal between sheets and the foundation material;

(d) All holes, tears and penetrations in the membrane shall be adequately sealed with permanent tape;

(e) Underfloor continuous membrane sheeting vapor barrier shall not contact wood which is not treated foundation grade lumber; and

(f) Underfloor continuous membrane sheeting vapor barrier shall not be placed under concrete slabs.

[ED. NOTE: The Table referenced in this rule is not printed in the OAR Compilation. Copies are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## 918-530-0070

### Electrical Connections

(1) Park trailers shall be connected to power sources according to **Article 551** of the **National Electrical Code (NFPA 70-1993)** and shall:

(a) Not be permanently connected to any site electrical supply equipment;

(b) Only be connected to the site electrical supply equipment through approved cord connected power-supply assemblies;

(c) Have a minimum 30 ampere rated power supply assembly; and

(d) Have a maximum of two 50 ampere rated power-supply assemblies.

(2) Accessory equipment, structures and buildings shall not be powered by the park trailer electrical system.

(3) At the time of installation, all park trailers shall be tested to the following criteria:

(a) All 110 volt electrical receptacle outlets shall be subjected to a polarity test to determine all connections have been

made properly; and

(b) All electrical lights, equipment, ground fault circuit interrupters and appliances shall be subjected to an operational test to demonstrate all equipment is connected and in working order.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## 918-530-0080

### Plumbing Connections

Park trailers and cabanas shall be connected to water sources and waste disposal terminals according to the **Oregon Plumbing Specialty Code** and to the following standards

- (1) A full way shutoff valve shall be provided on the water supply serving each park trailer site.
- (2) The water inlet shall be connected to the site water supply outlet by an approved flexible connector not less than 3/4-inch nominal diameter or by other approved means identified in the **Oregon Plumbing Specialty Code**.
- (3) Where static water pressure exceeds 80 pounds per square inch, a pressure regulator shall be installed.
- (4) The water distribution system of the park trailer and cabana and the supply connection shall be subjected to a test to assure there is no evidence of leakage under normal operating pressure. If water under normal operating pressure is not available, the park trailer and cabana water distribution system shall show no evidence of leakage, by sustaining 80 pounds per square inch of air pressure for 15 minutes.
- (5) Each park trailer and cabana shall be connected to the sewer inlet by means of a three-inch diameter drain connector consisting of approved pipe, not less than schedule 40, appropriate directional fittings and listed and approved shielded flexible connectors at each end of the pipe.
- (6) The park trailer and cabana drainage piping system shall be connected to the lot or site drain inlet and tested by allowing water to flow into all fixtures and receptors, including the clothes washer standpipe, for a period of three minutes. If water under pressure is not available, the drainage piping system shall be tested by letting at least three gallons of water into each fixture and receptor. Each P-trap shall be visible during this test to assure there is no evidence of leaks.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## 918-530-0090

### Mechanical

(1) Mechanical equipment in-stalled outside of and not supported by the park trailer or cabana shall be mounted on a level concrete slab not less than three inches thick, a three-inch thick precast reinforced concrete slab or be mounted according to the applicable equipment manufacturer's installation instructions.

(2) Mechanical equipment shall not be installed:

(a) In a manner which obstructs any means of egress;

(b) In window openings which are part of an egress system; and

(c) Where it might obstruct sidewalks or any means of egress from the park trailer or cabana.

(3) Exhaust duct systems of clothes dryers, ranges or other appliances shall not terminate beneath the park trailer or cabana. Exhaust ducts shall be routed through the skirting foundation or retaining wall to the exterior. Exhaust duct installations shall have no dips or traps and shall be installed according to the applicable appliance manufacturer's installation instructions.

(4) Moisture or heat producing appliances, such as dryers, shall be vented to the outside atmosphere to insure moisture laden air is carried out beyond the perimeter of the park trailer.

(5) Dryer exhaust ducts shall be installed according to the dryer manufacturer's installation instructions and the following requirements:

(a) The duct shall be a minimum of four inches in diameter;

(b) The duct material shall be metal and have a smooth interior surface or be flexible metal no longer than six feet;

(c) There shall be no dips in the duct run;

(d) There shall be no screws, mechanical fasteners, screens or any other obstructions extending into any interior portion of the duct;

(e) The total length of the duct shall not exceed eight feet;

(f) There shall not be more than two 90-degree elbow fittings or four 45-degree elbow fittings installed in the duct run; and

(g) The duct termination shall be equipped with a back-draft damper.

(6) When installed, adequate distance shall be maintained under the park trailer and cabana for an air conditioning duct. The air conditioning duct shall be blocked or suspended off the ground, providing a one-inch minimum ground clearance and be supported and connected according to the appliance manufacturer's instructions and not be crushed, dented, compressed, have sharp bends or stress at the connections. All tears, holes and penetrations in air conditioning ducts shall be sealed.

(7) Inlets or outlets of an exhaust vent, combustion air vent, return air vent, or any other vent opening capable of conveying air or gasses into or out of the park trailer or cabana, or to or from any appliance used in conjunction with the park trailer, shall not be located in an area where an accessory building is to be attached.

(8) Inlets or outlets of an exhaust vent, combustion air vent, return air vent, condensation drain or any other vent opening capable of conveying air or gasses into or out of the park trailer or cabana, or to or from any appliance used in conjunction with the park trailer or cabana, shall not be located under the park trailer when located over a basement.

(9) Condensation drains from air conditioning, heat pumps, evaporative coolers, dehumidifiers, refrigeration equipment or any other appliance shall not terminate under a park trailer or cabana.

(10) Mechanical installations not a part of the park trailer shall be in conformance with the **Oregon One and Two Family Dwelling Specialty Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0100**

### **Fuel Supply**

(1) All fuel gas piping systems serving park trailers and cabanas shall be designed and constructed according to applicable provisions of the **Oregon Mechanical Specialty Code**.

(2) Where fuel gas is provided, each park trailer site shall have a listed gas shut off valve installed upstream from the park trailer site gas outlet. Such valve shall not be located under any park trailer or cabana. The outlet shall be equipped with a cap or plug to prevent discharge of gas whenever the park trailer site outlet is not connected to a park trailer or cabana.

(3) Each flexible gas supply connector shall be listed for outdoor use and have a capacity rating adequate to supply the connected load.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0110**

### **Access**

(1) Each required egress door on a park trailer shall be accessible by steps, temporary steps or ramps or have door thresholds within eight inches of grade.

(2) Except for temporary steps, all ramps, steps porches and landings shall be constructed in conformance with the **Oregon One and Two Family Dwelling Specialty Code**.

(3) Temporary steps may be provided and used without the required landing if the temporary steps are:

(a) Constructed with a minimum 30-inch wide, maximum 48-inch high, with an eight-inch maximum tread rise and a minimum nine-inch tread run;

(b) Constructed and cross braced with number two or better grade lumber;

(c) Provided with a handrail on one side at a minimum of 30 inches and maximum of 34 inches above the stair tread when are three or more risers;

- (d) Supported on four, 16" x 16" footings, as described in OAR 918-530-0020(5), and shimmed to prevent movement;
  - (e) Identified "temporary" in two-inch letters by paint, label, decal or stencil;
  - (f) Constructed so the top step is not more than 8-1/2 inches below the door threshold; and
  - (g) Used no longer than 30 days after occupancy.
- (4) Installation inspections shall not be approved until a means of access has been provided to each required exit door on the park trailer.
- (5) See OAR 918-535-0050: Exits, Porches, Ramps, Stairways, Railings, Landings and Decks.
- (6) Access openings through skirting shall be not less than 18" x 24" and located as close as practical to the utilities so fuel, electric, water and sewer connections located under the park trailer are accessible for inspection, service and repair. Such access panels or doors shall not require tools or operation of more than four devices to remove or open the access panel or door. There shall be a minimum 30-inch access space directly in front of each access panel or door.
- (7) Access wells shall be provided for all ground level installations of park trailers and shall meet the requirements of:
- (a) Section (6) of this rule for location, size, clearance and operation of the access door or panel located within or over the access well;
  - (b) OAR 918-530-0010(4) and (6) for water diversion and drainage; and
  - (c) OAR 918-530-0020(4), (18) and (19) for protection from frost damage, retaining wall construction, backfill and compaction.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-530-0120**

### **Rodent Proofing**

All cuts, holes or tears in the bottom board or floor insulation, including but not limited to areas around plumbing, mechanical and heating equipment penetrations shall be adequately repaired to prevent the entrance of rodents and to limit heat loss.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 535**

**RECREATIONAL VEHICLE AND ACCESSORY  
BUILDING OR STRUCTURE STANDARDS**

**918-535-0010**

**Construction of Accessory Structures**

- (1) Every recreational vehicle accessory building or structure shall be designed and constructed according to the applicable **Oregon Specialty Codes**.
- (2) Any recreational vehicle accessory structure or adjacent structure shall be located so any required egress window, door or opening of the recreational vehicle is not blocked.
- (3) Recreational vehicle accessory structures shall not be permanently constructed or located in a manner which obstructs the movement or relocation of any recreational vehicle within a recreational vehicle or mobile home park.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 24-1994, f. 10-26-94, cert. ef. 11-1-94

**918-535-0020**

**Cabanas**

- (1) A cabana shall be installed or constructed on a recreational vehicle site only as an accessory to a recreational vehicle.
- (2) A cabana shall be designed and constructed as a freestanding, self-supporting structure attached to a recreational vehicle only with appropriate flashing or sealing materials to provide a weather seal. Cabanas shall meet the requirements of the applicable **Oregon Specialty Codes**, and those constructed off-site shall comply with the rules for construction of prefabricated structures as provided in OAR 918-674-0005 through 918-674-0155.



[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

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Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-535-0030**

**Awnings and Carports**

- (1) A permanent or rigid awning or carport shall be erected, constructed or maintained on a recreational vehicle site only as an accessory to a recreational vehicle located on the same site.
- (2) A permanent or rigid awning or carport shall not be enclosed with rigid materials or walls or converted for use as a habitable room or cabana unless the completed construction complies with all the requirements of the applicable **Oregon Specialty Codes** and these rules.
- (3) No load shall be imposed on a recreational vehicle by an attached permanent or rigid awning or carport.
- (4) Permanent or rigid awnings and carports shall not be attached to recreational vehicle roof trusses, rafters, eaves, or fascias.
- (5) This rule does not apply to temporary, transportable and flexible awnings and carports used with recreational vehicles.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

**918-535-0040**

**Ramadas**

- (1) A ramada shall be erected, constructed or maintained on a recreational vehicle site only as an accessory to a recreational vehicle located on the same site.
- (2) A ramada or any portion thereof shall have a clearance of not less than 18 inches in a vertical direction above the highest portion of a recreational vehicle roof and not less than six inches in a horizontal direction from each side of a recreational vehicle.
- (3) Cross braces, architectural appurtenances, and structural ties shall not obstruct the installation or removal of any recreational vehicle.
- (4) A ramada shall be designed and constructed as a freestanding, self-supporting structure meeting the requirements of the applicable **Oregon Specialty Codes**.
- (5) A ramada shall not be wholly or partially enclosed on any side or end, except that one side may be enclosed when

the ramada roof is continuous with the roof of a cabana constructed on one side only of the recreational vehicle.

(6) Ventilation openings shall be installed at the highest point in the ramada roof ten feet apart and shall have a minimum cross-sectional area of 28 square inches for each vent.

(7) Chimneys or any required vents from fuel-burning appliances shall extend at least three feet above the part of the ramada roof through which it passes and at least two feet above the highest elevation of any part of the ramada or recreational vehicle within ten feet of the chimney.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-535-0050**

### **Exits, Porches, Ramps, Stairways, Railings, Landings, and Decks**

(1) A porch or deck erected, constructed or maintained adjacent to a recreational vehicle to be used as an exit way for the use of the occupants of the recreational vehicle located on the same site shall comply with all the **Oregon Specialty Codes** and the requirements of these rules.

(2) The design and construction of all structural elements of exterior porches, decks, landings, ramps, stairs, and railings used as exit ways for recreational vehicles shall be according with the applicable provisions of the **Oregon Specialty Codes**.

(3) Accessory buildings or structures shall not obstruct a required exit, egress window, appliance access or utility access except where specifically permitted in this rule. No hinged exterior egress door shall be prevented from opening at least 90 degrees.

(4) Every habitable room in a cabana shall have access to at least one exterior opening directly to the outside without passing through the recreational vehicle. When an accessory building or structure encloses an exit door of the recreational vehicle or an emergency egress window, an additional exit exterior door shall be installed.

(5) An accessory building or structure which encloses all required means of recreational vehicle egress shall not be constructed. One required means of egress from the recreational vehicle must be open directly to the outside without passing through an accessory building or structure.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-535-0070**

### **Fire Protection**

(1) Recreational vehicles in recreational parks or mobile home parks shall not be installed or located less than five feet from any property line.

(2) Recreational vehicles in recreational vehicle parks or mobile home parks shall not be installed or located less than ten feet from any adjacent recreational vehicle, manufactured dwelling or site-built structure except when:

(a) A structure is a recreational vehicle accessory structure specifically designed and constructed for use with the recreational vehicle to which it is adjoined;

(b) A recreational vehicle is in a designated storage area or sales display area, not connected to utility services, other than electricity, and is not used for habitation;

(c) A site-built structure is not less than six feet from the recreational vehicle it serves;

(d) A site-built structure is not less than three feet from the recreational vehicle it serves and has a minimum one-hour fire resistive rating on the wall facing the recreational vehicle; or

(e) A site-built structure is less than 120 square feet in floor area and not less than three feet from the recreational vehicle it serves.

(3) Recreational vehicle accessory structures, other than ramadas and decks, located in recreational vehicle parks or mobile home parks shall not exceed 200 square feet per accessory structure or a total of 400 square feet per recreational vehicle site. The square footage for two accessory structures occupying the same space (i.e., deck and awning) shall only be counted once.

(4) The gross floor area of a recreational vehicle located in a recreational vehicle park or mobile home park shall not exceed 400 square feet in the set-up mode. The habitable area of a recreational vehicle shall not be increased by use of a cabana, manufactured dwelling, another recreational vehicle or any other additional structures.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94; BCD 24-1994, f. 10-26-94, cert. ef. 11-1-94

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 540**

**PARK TRAILER HEAT PRODUCING APPLIANCES**

**918-540-0010**

**Heat Producing Appliance Construction and Installation Standards**

(1) All fuel-burning appliances, except ranges, ovens, illuminating appliances and clothes dryers shall be installed to provide for the complete separation of the combustion system from the interior atmosphere of the park trailer. Combustion air inlets and flue gas outlets shall be listed or certified as components of the appliance. The required separation may be obtained by:

- (a) The installation of a direct vent system (sealed combustion system); or
- (b) The installation of the appliance within an enclosure to separate the appliance combustion system and venting system from the interior atmosphere of the park trailer. No door, removable access panel, or other opening shall open into the enclosure from the inside of the park trailer. Any openings or penetrations for things such as ducts, return air inlets, piping and wiring shall be sealed.

(2) Solid fuel-burning fireplaces and stoves, not including pellet-fired appliances, may be installed in park trailers if they conform to the following:

- (a) The solid fuel-burning fireplaces and stoves, shall be constructed to the Department of Housing and Urban Development Manufactured Home Construction and Safety Standards adopted in OAR 918-500-0020(1); and
- (b) The solid fuel-burning fireplace and stove installation shall conform to the terms of its listing, the manufacturer's instructions and OAR 918-540-0015;
- (c) Except for those woodstoves noted below as exempt, a woodstove as defined in ORS 468.275(7), shall not be installed unless the stove was certified for sale as new on or after July 1, 1986, under rules adopted by the Oregon Department of Environmental Quality pursuant to ORS 468.655(1) The following woodstoves are exempt:
  - (A) Antique woodstoves as defined by ORS 468A. 495;
  - (B) Wood stoves which appear on the Woodstove Exemption List published by the Oregon Department of Environmental Quality; and

(C) Woodstoves which were purchased as new prior to July 1, 1986, and which have not yet been installed or used.

(3) A pellet-fired appliance may be installed and used in a park trailer when it is constructed and installed in compliance with the standards, regulations and specifications of OAR 918-540-0020 through 918-540-0030.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## 918-540-0015

### Installation of Fireplace/Stoves

(1) Solid fuel-burning factory-built fireplaces and fireplace stoves listed for use in manufactured homes may be installed in park trailers provided they and their installations conform to OAR 918-540-0010 through 918-540-0030 and the manufacturer's instructions.

(2) A solid fuel-burning fireplace or fireplace stove shall be equipped with integral door(s) or shutters, designed to close the fireplace or fireplace stove fire chamber opening and shall include a complete means for venting through the roof, a combustion air inlet, a hearth extension, and means to securely attach the fireplace or the fireplace stove to the park trailer. The installation shall conform to the following:

(a) A listed factory-built chimney designed to be attached directly to the fireplace or fireplace stove shall be used. The chimney shall be equipped with and contain as part of its listing a termination device and a spark arrester;

(b) The fireplace or fireplace stove, air intake assembly, hearth extension and the chimney shall be installed in accordance with the terms of its listings and the manufacturer's instructions;

(c) The combustion air inlet shall conduct air directly into the fire chamber and shall be designed to prevent material from the hearth dropping onto the area beneath the park trailer;

(d) The fireplace or fireplace stove shall not be installed in a sleeping room;

(e) A hearth extension shall be of noncombustible material not less than 3/8-inch thick. The hearth shall extend at least 16 inches in front of and at least 8 inches beyond each side of the fireplace or fireplace stove opening. The hearth shall cover the entire surface beneath a fireplace stove and beneath an elevated or overhanging fireplace;

(f) The label on each solid fuel-burning fireplace and solid fuel-burning fireplace stove shall include the following wording **"For use with solid fuel only"**;

(g) The chimney shall extend at least three feet above that part of the roof through which it passes and at least two feet above the highest elevation of any part of the park trailer within ten feet of the chimney. Portions of the chimney and termination that exceed an elevation of 13-1/2 feet above ground level may be designed to be removed for transporting the park trailer or building;

(h) All heat shields used with fireplaces or fireplace stoves shall have a 1-inch air space between it and any vertical wall surface;

(i) Fireplaces and fireplace stoves shall not be installed in alcoves unless specifically listed for this use.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## **918-540-0020**

### **Installation of Pellet-Fired Appliances**

Pellet-fired appliances may be installed in park trailers if such appliances and their installations conform to the following:

- (1) The installation of each appliance shall conform to the terms of its listing, the manufacturer's instructions and to these rules.
- (2) Each appliance shall be secured in place to avoid displacement.
- (3) Each appliance shall be both accessible and removable for purposes of servicing and replacement.
- (4) Pellet-fired appliances shall be located so that no doors, drapes or other such material can be placed or swing closer to the appliance than the clearances specified on the labeled appliances.
- (5) Clearances surrounding pellet-fired appliances shall not be less than the clearances specified in the terms of their listings.
- (6) Pellet-fired appliance air intake assemblies, hearth extensions and exhaust vents shall be installed according to the terms of their listings and with the manufacturer's instructions.
- (7) Combustion air shall not be taken from within any wall, floor or ceiling cavities.
- (8) Pellet-fired appliances shall not be installed in a sleeping room.
- (9) Hearth extensions, when required by the appliance listing, shall be of noncombustible material constructed to the specifications included in the appliance listing and manufacturer's instructions.
- (10) Horizontal exhaust vents shall be installed to conform to the terms of the appliance listing and the manufacturer's instructions. Horizontal exhaust vent terminations shall be located not less than four feet below, four feet horizontally from, or one foot above any door, window or gravity air inlet into any park trailer and not less than two feet from an adjacent recreational vehicle or building and less than seven feet above grade when located adjacent to public walkways.
- (11) Vertical exhaust vents shall extend at least three feet above the part of the roof through which it passes, and at least two feet above the highest elevations of any part of the park trailer within ten feet horizontally of the exhaust vent. Portions of the exhaust vent and termination that exceed an elevation of 13-1/2 feet above ground level may be designed to be removed for transporting the park trailer.
- (12) Every appliance shall be accessible for inspection, service, repair and replacement without removing permanent construction. Sufficient room shall be available to enable the operator to observe the burner, control, and means of ignition while starting the appliance.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

## 918-540-0030

### Pellet-Fired Appliance Marking

(1) Pellet-fired appliance markings shall be provided by the listing agency and permanently attached to the appliance with the following information:

- (a) The name and identification mark of the testing laboratory and listing agency;
- (b) The following wording: "**This pellet-fired appliance has been constructed, tested and listed for use in manufactured dwellings and park trailers according to OAR 918-520-0010 through 918-520-0110**";
- (c) The specific type(s) and size(s) of pelletized fuel for which the appliance is listed;
- (d) The minimum horizontal and vertical clearances to combustibles;
- (e) The appliance input rating, lighting and shutdown;
- (f) The specific hearth size and material requirements;
- (g) The appliance manufacturer's name and address; and
- (h) The appliance model number, serial number and listing number.

(2) Field application of listing labels shall only be made by the listing agency.

Stat. Auth.: ORS 446.185

Stats. Implemented: ORS 446.185

Hist.: BCA 30-1993, f. 12-1-93, cert. ef. 1-1-94

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**Oregon Administrative Rules  
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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 600**

**MANUFACTURED DWELLING PARKS AND MOBILE  
HOME PARKS**

**918-600-0005**

**Definitions**

The following definitions shall apply to OAR Chapter 918, Division 600 and are in addition to those definitions included in ORS Chapters 446 and 455:

- (1) "Administrator" means the Administrator of the Building Code Division.
- (2) "Authority Having Jurisdiction" means the Building Codes Division or local government which administers the manufactured dwelling or mobile home park program.
- (3) "Building" means any permanent park structure such as washrooms, office building, recreation building and similar structures, owned by the park for the common use of all the tenants.  
  
**EXCEPTION:** "Building" does not mean manufactured dwellings, recreational vehicles, manufactured dwelling accessory structures, awnings, cabanas, carports, and ramadas as defined in ORS 446.003 and other structures common to the tenant's lot such as greenhouses and storage sheds.
- (4) "Park Electrical Wiring System" means all of the electrical wiring, fixtures, equipment, and appurtenances related to electrical installations within a mobile home or manufactured dwelling park, including the manufactured dwelling service equipment.
- (5) "Park Street" or "Driveways" means a private way which affords principal means of access to abutting individual manufactured dwelling lots and auxiliary buildings.
- (6) "Stand" means that area of the manufactured dwelling site which has been reserved for the placement of a manufactured dwelling or accessory structure.

Stat. Auth.: ORS 446.003

Stats. Implemented: ORS 446.062

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-28-0020; BCD 19-



1995, f. 12-15-95, cert. ef. 1-1-96

**918-600-0010**

**Scope**

These rules establish minimum safety standards for the design and construction of mobile home and manufactured dwelling parks in accordance with ORS 446.003, 446.072 to 446.100, 446.145 and 446.270.

Stat. Auth.: ORS 446.095 & 446.100

Stats. Implemented: ORS 446.062

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0010; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-600-0020**

**Permit Required**

No person, firm or corporation shall establish, construct, enlarge, or alter any mobile home or manufactured dwelling park or cause the same to be done without first obtaining all required permits from issuing authority and paying the prescribed permit fee.

Stat. Auth.: ORS 446.062

Stats. Implemented: ORS 446.062

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0030; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-600-0030**

**Fees - Expiration - Validity**

(1) Construction Permit Fee. The construction permit fee shall be as set forth in sections (5) and (6) of this rule or as established by the municipality administering the manufactured dwelling or mobile home park program and shall be paid to the authority having jurisdiction prior to beginning construction. Valuation of construction cost is to be determined by the authority having jurisdiction.

**NOTE:** The construction permit does not include building permits, manufactured dwelling installation permits, electrical permits, or plumbing permits.

(2) Return of Plans. The authority having jurisdiction should, within 30 working days from the date of submission of a complete set of plans, approve or return the plans with noted modifications to the applicant.

(3) Plans Review Fee. The plan review fee shall be 65 percent of the permit fee and shall be paid to the authority having jurisdiction at the time of submitting plans and specifications for review.

(4) Expiration and Validity of Plans and Permits:

(a) Expiration of plan approval shall be one year after the date of approval if no construction permit is issued. The

authority having jurisdiction may extend the time for action by the applicant for a period not exceeding 180 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new review fee;

(b) **Expiration of Construction Permits.** Construction permits issued by the authority having jurisdiction under the provisions of these rules shall expire if the construction authorized by such permit is not commenced within 180 days from the date of such permit, or if the construction authorized by such permit is suspended for a period of 180 days, or abandoned at any time after the work is commenced. Before such construction can be recommenced, a new permit shall be first obtained to do so and the fee therefore shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such permitted work and provided, further, that the duration of the suspension of work or abandonment has not exceeded one year;

(c) **Validity.** The issuance or granting of a permit or approval of plans and specifications shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of these rules. The issuance of a permit based upon plans and specifications shall not prevent the issuing agency from thereafter requiring the correction of errors in said plans or construction;

(d) **Suspension or Revocation.** The authority having jurisdiction may, in writing, suspend or revoke a permit issued under provisions of these administrative rules whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any provisions of these administrative rules.

(5) **Area Development Fee.** The area development fee shall be determined from **Table 1** using the valuation for all facilities for which the permit is issued. The fees in **Table 1** shall be based on valuation **Table 2** or be determined by the applicant with documentation acceptable to the authority having jurisdiction. Permit fees shall be paid to the authority having jurisdiction before any work begins.

**NOTE:** The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures, mechanical, plumbing or electrical systems; boilers, elevators, or permits required by other agencies.

#### (6) Other Inspection Fees:

(a) Inspections outside of normal business hours (Minimum charge -- two hours), \$50/hr;

(b) Reinspection fee, \$50/ea;

(c) Inspections for which no fee is specifically indicated (Minimum charge -- one-half hour), \$50/hr;

(d) Additional plan review required by changes, additions or revisions to approved plans (Minimum charge -- one-half hour), \$50/hr;

(e) Consultation Fee (Minimum charge -- one Hour) \$30/hr;

(f) A special inspection is required and a special inspection fee shall be paid before a permit may be issued for work started without a permit. The special inspection fee shall be equal to and in addition to the amount of the permit fee required by these rules;

(g) In addition to the called-for inspections, the authority having jurisdiction may make or require additional inspections to ensure compliance with the provisions or the code and laws;

(h) A reinspection fee may be assessed for each inspection or reinspection when the work for which an inspection is called is not completed or when required corrections are not made.

#### (7) Fee Refunds:

(a) Permit fees, license fees or other monies paid to the Division will be refunded only in the case of overpayment,

- duplicate payment or payments made in error or where otherwise required by law;
- (b) Refunds of \$25 or less will only be made upon written request to the Division.
- (c) Fees will not be refunded if a correct payment was made but the work for which the permit was issued was not begun or completed or the license application was not completed.

**Table 1**

**Permit Fees**

**Total Valuation Fee**

\$1 to \$500	\$15
\$501 to \$2,000	\$15 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$45 for the first \$2,000 plus \$9 for each additional \$1000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$252 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$2,039.50 for the first \$500,000 plus \$2 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,000 and up	\$3,539.50 for the first \$1,000,000 plus \$2 for each additional \$1,000 or fraction thereof

**NOTE:** Table 1 is based on Table No. 3-A of the 1988 Uniform Building Code.

Table 2										
Evaluations										
Spaces Per Acre										
Park Class	4	5	6	7	8	9	10	11	12	
A	5901	5517	5197	4941	4685	4493	4365	4301	4237	
B	5504	5120	4800	4544	4288	4096	3968	3904	3804	
C	5312	5028	4608	4352	4269	3904	3776	3712	3648	

**NOTES:**

- 1- **Table 2** is based on the 1990 evaluation for Mobile Home Parks published by the Oregon Department of Revenue.
- 2- Deduct ten percent from the valuation of parks constructed East of the Cascade Summit.
- 3- "Class A" parks contain paved streets, curbs and sidewalks.
- 4- "Class B" parks contain paved streets, no curbs and no sidewalks.
- 5- "Class C" parks contain no paved streets, no curbs but have sidewalks on one side of each street.
- 6- When a park contains spaces in more than one class, figure the spaces in each class; then add them together to obtain the total valuation for the park.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 183.325-183.410 & 446.160

Stats. Implemented: ORS 446.160

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 12-1982, f. 3-17-82, ef. 3-18-82; DC 11-1983, f. & ef. 5-5-83; Renumbered from 814-028-0040; BCA 15-1991(Temp), f. 6-7-91, cert. ef. 7-1-91; BCA 35-1991, f. 10-23-91, cert. ef. 10-31-91; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

**918-600-0040**

**Plans and Specifications**

- (1) Plans. With each application for a permit the applicant shall submit three sets of construction plans and specifications. Plans and specifications shall be drawn to scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that it will conform to these rules and all relevant laws, rules, and regulations of the State of Oregon pertaining to mobile home or manufactured dwelling parks.
- (2) Design. All plans shall be designed in accordance with the performance requirements of the various codes and administrative rules; or, designed to the specifications of the codes. When designed to performance requirements, such plans shall be certified by an engineer registered in Oregon. Roads shall be designed in accordance with the specifications for roads and driveways set forth in OAR 918-600-0050.

(3) Plan Format and Sequence:

(a) The cover sheet of each set of plans shall give the following:

(A) Name of mobile home or manufactured dwelling park and location (vicinity map);

(B) Name of owner;

(C) Name of operator;

(D) Name of person who prepared or submitted plans;

(E) Scale used;

(F) Symbols used.

(b) The plot plan -- on separate sheet include:

(A) Both proposed and existing construction;

(B) The general layout of the entire mobile home or manufactured dwelling park at a scale no smaller than one inch to 50 feet showing distances from park boundaries to public utilities located outside the park indicated by arrows without reference to scale. The location of each of the following facilities must be clearly shown and clearly identified. (When the construction involves an addition to or remodeling of an existing mobile home or manufactured dwelling park, the plot plan need only show the facilities related to the addition and the facilities to be remodeled):

(i) Play areas where required by statute;

(ii) Permanent buildings (washrooms, recreation, and other similar type structures);

(iii) Property line boundaries;

(iv) The designation of each manufactured dwelling lot by number, letter, or name; and

(v) Approximate location of each manufactured dwelling lot by number, letter, or name.

(c) Park utilities systems -- on a separate sheet include:

(A) Location of manufactured dwelling sewer connections and service electrical outlets;

(B) Location of domestic water supply outlets;

(C) Location of water and sewer lines (Indicate type of material and construction);

(D) Location of light fixtures for lighting the mobile home or manufactured dwelling park streets and walkways;

(E) Park streets layout, and how connected to outside street(s);

(F) Source of domestic water supply and private sewerage;

(G) Disposal system, or public water supply and sewer connection.

(d) Park topography. Park topography shall be shown when any existing grade or slope exceeds five percent.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]\\

Stat. Auth.: ORS 446.095

Stats. Implemented: ORS 446.062

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0050; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## 918-600-0050

### Design and Land Use

- (1) Suitability of Site. The site shall be suitable for proper development of a mobile home or manufactured dwelling park and meet all relevant land use requirements. Condition of soil, ground water level, drainage, and topography shall be suitable. No manufactured dwelling or other structure shall be located within an area designated as a 100-year flood plain by the Corps of Engineers, Oregon Water Resources Department, or other approved agency unless the site will provide for a floor elevation that is not less than one foot above the 100-year flood elevation.
- (2) Space Utilization. Building separation in a mobile home or manufactured dwelling park for each manufactured dwelling and its accessory structures shall be in accordance with the **1996 Oregon Manufactured Dwelling Standard**.
- (3) Access. Each manufactured dwelling lot within a mobile home or manufactured dwelling park shall have direct access to a park street in order to allow individuals to escape in case of emergency. The access shall be an unobstructed area, not less than ten feet in width.
- (4) Street Width. Park streets shall be of adequate width to accommodate the contemplated parking and traffic load in accordance with the type of street. Traffic lanes shall be ten feet minimum width. Where parking is permitted on park streets, such street shall be 30 feet minimum width; all streets without parking shall be 20 feet minimum width.
- (5) Connection to a Public Way. The park street system shall have direct connection to a public way.
- (6) Lighting. Streets and walkways shall be lighted during the hours of darkness. Such lighting shall not be under control of the manufactured dwelling occupant. Lighting shall be designed to an average of 0.25 horizontal candle-power of light the full length of all roadways and walks within the park boundaries.
- (7) Vehicle Parking. Mobile home or manufactured dwelling parks shall be designed to include two automobile parking spaces for each manufactured dwelling lot; spaces may be designed end-to-end, side-to-side, or with one street parking space and one off-street parking space.
- (8) Park Roads and Streets:
  - (a) Engineered streets: Roads and streets shall be designed for a minimum nine-ton gross load (traffic co-efficient 3.6 - 4.0) and streets and walkways shall be well drained (furnish street profile, cross-section and grade). The street surface may be asphaltic-concrete, concrete, or other approved hard-surfaced material;
  - (b) Non-engineered streets: Non-engineered streets, roads, and driveways (as defined in ORS 446.095) shall be constructed to, but not limited to, the following:
    - (A) The travelway (roads and streets) shall be surfaced with a wearing course of asphaltic-concrete or Portland cement concrete (unless otherwise approved by the authority having jurisdiction) over a well-compacted base - minimum thickness as follows:

### ASPHALTIC-CONCRETE

2" Asphaltic Concrete Surface -- 6" Rock Base

## **PORTLAND CEMENT CONCRETE**

4" PCC Wearing Surface -- 2" - 4" Sand Base

**EXCEPTION:** A wearing surface of well-graded crushed rock or clean well-graded quarry or pit-run material may be substituted east of the Cascade Summit when hard surface walkways are provided on at least one side of the street.

**NOTE:** 2" of rock or gravel is considered equivalent to 1" of asphaltic-concrete.

(B) All asphaltic concrete surfaced roads and streets shall have a well-graded base consisting of minimum 4" of 1-1/2" minus crushed rock and 2" of leveling course consisting of 3/4" minus crushed rock. The total thickness of the base course shall not be less than 6" (or a thickness approved by the authority having jurisdiction), or if Portland cement concrete surfaced, the base shall consist of sand as shown above. All base materials shall be clean and free from organic materials. All surfaces and materials on which the base is to be constructed shall be firm and free from soft spots at the time the base materials are placed. Base materials shall be thoroughly compacted before pavement surface is placed.

**EXCEPTION:** Lime treatment of native soils (PH greater than ten), cement treatment if PH is less than ten may be substituted for base rock or sand, inch for inch, with application of not less than 25 pounds of slacked lime (or Portland cement) per square yard to be mixed thoroughly (rototilled) to the specified depth.

(c) Geometrics:

(A) The cross slope of the roadway or street (crown or inverted crown) shall not be less than two percent;

(B) The minimum grade of a travelway without curbs and gutters shall be 0.50 percent of the road crown and 1.0 percent on inverted crowns;

(C) The maximum grade on a travelway shall not exceed 15 percent.

(9) Play Areas. A separate play area shall be provided in mobile home and manufactured dwelling parks according to ORS 446.095. In determining whether or not plans should be approved, the authority having jurisdiction shall require that suitable separations or other safeguards be provided if the play area abuts a railroad, a public street, a sharp declivity or other similar hazard.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]

Stat. Auth.: ORS 446.062

Stats. Implemented: ORS 446.062

Hist.: DC 66, f. & ef. 1-20-76; DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0060; BCA 24-1992(Temp), f. 12-28-92, cert. ef. 1-1-93; BCA 11-1993, f. & cert. ef. 6-15-93; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-600-0060**

### **Fire Safety Facilities**

(1) Access to Manufactured Dwellings for Fire Protection Services. Access to a mobile home or manufactured dwelling park for fire protection services shall permit fire apparatus to approach within 100 feet of each manufactured dwelling.

(2) Incinerators. Where provision is made for the burning of rubbish in the park, incinerators shall be constructed in accordance with the NFPA Standard for Incinerators (**NFPA 82, 1990 Edition**).

(3) Outside Hazards. The park area shall be maintained free of dry brush, leaves, and weeds which might allow fires to spread between manufactured dwellings and other buildings in the park.

(4) Empty LP-Gas Containers. No person shall place empty liquefied petroleum gas containers under a manufactured dwelling. Empty containers shall be secured in place if there is more than one container. If the manufactured dwelling's LP-gas supply is limited to one container, and a replacement has been secured, any empty fuel container shall be stored in the area designated for such storage.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the office of the Building Codes Division.]

Stat. Auth.: ORS 446.062

Stats. Implemented: ORS 446.062

Hist.: DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0071 & 814-28-131; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-600-0070**

### **Park Sanitation and Maintenance**

#### **(1) General Responsibilities:**

(a) The owner or operator of a mobile home or manufactured dwelling park shall maintain the park grounds, sewer and water systems to their point of termination on the lot, streets, common walkways and buildings in a safe, sanitary condition;

(b) The tenant shall maintain the tenant's lot and utilities from their termination point (lot boundaries defined by agreement between tenant and operator) in a safe, sanitary condition.

(2) No person shall allow the person's pet animal to run at large or to create any health hazard within a mobile home or manufactured dwelling park.

(3) All park-owned public buildings accessible to park tenants shall be kept in a sanitary condition, in good repair and free of debris and refuse.

(4) The area directly under each manufactured dwelling shall be kept free and clean of refuse or other objects that may create a fire hazard or harbor rodents.

(5) When skirting is provided around a manufactured dwelling, an access panel shall be provided for inspections and maintenance of service connections.

(6) Liquid petroleum tanks shall be securely anchored to the chassis of the manufactured dwelling. The manifold regulator valve shall be attached to the tank in an approved manner with approved material.

(7) The sewage connection to a manufactured dwelling shall be maintained air and water tight.

(8) All stands shall be designed to prevent standing water under or adjacent to any manufactured dwelling.

(9) Owners shall keep the area under and around their units free from an accumulation of rubbish and/or combustible materials. Burning of rubbish, if permitted, shall be done only in approved incinerators.

Stat. Auth.: ORS 446.095



Stats. Implemented: ORS 446.062 & 446.100

Hist.: DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0081; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-600-0080**

### **Alternate Methods, Materials and Interpretations; Appeals**

(1) The provisions of the rules are not intended to prevent the use of any material, design, or method of construction for mobile home or manufactured dwelling parks not specifically prescribed by these rules provided any such alternative has been approved.

(2) Any person who desires an interpretation of OAR Chapter 918, Division 600 or who desires to use or furnish any material, design, or method of construction for mobile home or manufactured dwelling parks, or any building official, may request that the Administrator issue a ruling with respect to the interpretation of the rules or the acceptability of the alternate method or materials. Requests shall be in writing and shall be made before the use or attempted use of such alternative.

(3) The authority having jurisdiction shall approve the use of any material, design, or method of construction for mobile home or manufactured dwelling parks approved by the Administrator pursuant to this section if the requirements of all other federal, state, or municipal ordinances or statutes, rules, and regulations are satisfied.

(4) Local Delegation. In areas of the state where the Administrator has delegated enforcement in accordance with ORS 446. 425, the Administrator will not accept jurisdiction of a matter described in these rules until the matter has been submitted to, and ruled upon, by a local appeals board, if such a local appeals board has been established.

Stat. Auth.: ORS 446.425

Stats. Implemented: ORS 446.062 & 455.060

Hist.: DC 3-1979, f. 1-5-79, ef. 2-1-1979; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-091; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-600-0090**

### **Existing Parks**

(1) Parks existing at the time of the adoption of the 1978 Park Rules may have their existing use continued if such use was legal at the time of the adoption of those rules; provided such continued use is not a threat to life, health, property, and general welfare of the public and is maintained in a safe and healthful condition; and, further provided that continued use is not in conflict with the statutes, rules, regulations or ordinances of any federal or state agency, county, or municipality.

(2) Any changes or additions to a mobile home or manufactured dwelling park shall comply with the requirements of these rules and ORS Chapter 446 for new parks.

**EXCEPTION:** When a manufactured dwelling or manufactured dwelling accessory structure within a mobile home or manufactured dwelling park is moved from the park, the replacement manufactured dwelling or manufactured dwelling accessory structures shall not exceed the minimum setback requirements applicable at the time the removed manufactured dwelling and accessory structures were installed.

**NOTE:** ORS 446.090 provides that parks constructed prior to August 5, 1959 do not require play areas for children under 14 years of age, nor a minimum 30 foot by 40 foot space for each manufactured dwelling.

Stat. Auth.: ORS 446.095

Stats. Implemented: ORS 446.090

Hist.: DC 3-1979, f. 1-5-79, ef. 2-1-79; DC 12-1982, f. 3-17-82, ef. 3-18-82; Renumbered from 814-028-0101; BCD 19-1995, f. 12-15-95, cert. ef. 1-1-96

## **918-600-0095**

### **Temporary Parks**

(1) Temporary mobile home or manufactured dwelling parks established under the provisions of ORS 446.105(1) shall comply with the following standards:

(a) Permits, fees and plan reviews shall be required prior to any construction in accordance with OAR 918-600-0020, 918-600-0030 and 918-600-0040;

(b) Design and land use shall be in accordance with OAR 918-600-0050;

(c) Fire safety shall be provided in accordance with OAR 918-600-0060; and

(d) Park sanitation and maintenance shall be in accordance with OAR 918-600-0070.

(2) Where a temporary park is occupied for a period of nine months or less in any one calendar year, the jurisdiction having authority may allow the construction and operation of the park under the following circumstances:

(a) If allowed by local land use authorities, an exemption may be granted to permit location in a designated 100 year flood plain as described in OAR 918-600-0050(1);

(b) Park lighting requirements described in OAR 918-600-0050(6) shall not apply unless the jurisdiction determines them to be appropriate to the site and requires they be installed. The jurisdiction having authority may require installation of all or any portion of the lighting as set forth in these rules;

(c) Park road and street requirements described in OAR 918-600-0050(8) shall be constructed with a 4" wearing surface of well-graded crushed rock or 4" clean well graded quarry pit-run material over 6" of rock base unless the jurisdiction having authority determines that more stringent road standards are required for the site;

(d) Play Area requirements described in OAR 918-600-0050(9) shall not apply unless the jurisdiction having authority determines them to be appropriate to the site and requires they be installed.

(3) Manufactured dwellings located in a temporary mobile home and manufactured dwelling park owned or controlled by the owner or operator of the park, and used to house persons and families of persons employed by the owner or operator of the park, shall have an operating smoke detector located in each bedroom of each manufactured dwelling.

(4) When a temporary mobile home and manufactured dwelling park is to be used as a labor camp as defined in OAR 437-147-0004(5), nothing in these rules shall prevent enforcement of sanitation, health or safety rules as may be prescribed by Oregon Occupational Safety and Health Division (OR-OSHA) under OAR 437, the Oregon Occupational Safety and Health Code.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat.Auth.: ORS 183.325-183.410 & 446.062

Stats. Implemented: ORS 446.105

Hist.: BCA 31-1991(Temp), f. 9-25-91, cert. ef. 9-30-91; BCA 5-1992, f. & cert. ef. 3-23-92; BCD 19-1995, v. 12-15-95, cert. ef. 1-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 650**

**RECREATION PARKS AND ORGANIZATIONAL CAMPS**

**918-650-0000**

**Reasonable Notice to Interested Parties**

Before the adoption, amendment or repeal of any rule relating to the minimum safety standards for the design and construction of recreational parks and organizational camps as authorized in ORS 455.680, the Building Codes Agency shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Bulletin of the Secretary of State referred to in ORS 183.360 at least 15 days before the effective date.
- (2) By mailing a copy of the notice to persons on the mailing list established under ORS 183.335(7) by the Manufactured Homes and Recreational Vehicles section of the Building Codes Agency.
- (3) By mailing a copy of the notice to the following organizations:
  - (a) Legislative Counsel;
  - (b) Budget and Management Division, Executive Department;
  - (c) League of Oregon Cities;
  - (d) Association of Oregon Counties;
  - (e) United Press International and Associated Press;
  - (f) Trailer Life Association;
  - (g) Recreational Vehicle Industry Association; and
  - (h) Recreational Vehicle Association.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 183.335

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0000

## 918-650-0005

### Definitions

As used in OAR 918-650-0000 to 918-650-0085, unless the context requires otherwise, the following definitions apply:

- (1) "Administrator" means the Administrator of the Building Codes Agency.
- (2) "Agency" means the Building Codes Agency.
- (3) "Alteration" means any change, addition or modification of roads, streets, spaces or construction, but does not include normal maintenance or replacement in kind.
- (4) "Approved" means accepted in writing by the issuing authority.
- (5) "Area" means the land within the property or boundary lines of a recreation park or organizational camp.
- (6) "Building" is any structure used or intended for supporting or sheltering any use or occupancy regulated by the **State Building Code** as defined in ORS 455.010.
- (7) "Campground". See Recreation Parks.
- (8) "Camping Trailer". See Recreational Vehicle.
- (9) "Combination Park" means a park which includes facilities for two or more types of recreation parks or a combination of a recreation park, organizational camp or mobile home park facility.
- (10) "Construction" means work regulated by the **State Building Code** as defined in ORS 456.750.
- (11) "Division" means the Health Division of the Department of Human Resources.
- (12) "Facilities" means the permanent work, such as but not limited to, streets, roads, embankments, space, refuse collection stands, fire pit enclosures, fire protection equipment etc., but shall not include buildings and structures, and electrical and plumbing installations.
- (13) "Hostel" means any establishment which has beds rented or kept for rent on a daily or weekly basis to travelers for a charge or fee paid or to be paid for rent or use of facilities, and which is operated, managed or maintained under the sponsorship of a nonprofit organization holding a valid exemption from federal income taxes under the **Internal Revenue Code of 1954** as amended.
- (14) "Motor Home". See Recreational Vehicle.
- (15) "Organizational Camp" means any area designated by the person establishing, operating, managing or maintaining the same as being for recreational use by groups or organizations. Organizational camp includes, but is not limited to, youth camps, scout camps, summer camps, day camps, nature camps, survival camps, athletic camps or camps operated and maintained under the guidance, supervision or auspices of religious, public and private educational systems and community service organizations.
- (16) "Picnic Park". See Recreation Park.
- (17) "Recreation Park" means an area designated by the person establishing, operating, managing or maintaining the same as being for picnicking or overnight camping by the general public or any segment of the public. Recreation park

includes, but is not limited to, areas open to use free of charge or through payment of a tax or fee or by virtue of rental, lease, license, member-ship, association or common ownership. Recreation park includes, but is not limited to, areas divided into two or more lots, parcels, units or other interests for purposes of such use. Recreation park includes, but is not limited to, a "campground", a "picnic park", or a "recreational vehicle park":

(a) "Campground" means a recreation park which provides facilities and space for tents, tent vehicles, or camping vehicles;

(b) "Picnic Park" means a recreation park which is for day use only and provides no recreational vehicle or overnight camping spaces;

(c) "Recreational Vehicle Park" means a plot of land upon which two or more recreational vehicle sites are located, established or maintained for occupancy by recreational vehicles of the general public as temporary living quarters for recreational or vacation purposes.

(18) "Recreational Vehicle" means a unit, with or without motive power, which is designated for human occupancy, is used temporarily for recreational or emergency purposes. Recreational vehicles include:

(a) "Camping Trailer" means a vehicle unit mounted on wheels and constructed with collapsible partial side walls which fold when the unit is towed by another vehicle and unfold at the campsite to provide temporary living quarters for recreational, camping or travel use, and has a floor area of less than 220 square feet, excluding built-in equipment such as wardrobes, closets, cabinets, kitchen units or fixtures and bath or toilet rooms;

(b) "Motor Home" means a vehicular unit built on or permanently attached to a self-propelled motor vehicle chassis or on a chassis cab or van which is an integral part of the complete vehicle, and has a floor area of less than 220 square feet, excluding built-in equipment such as wardrobes, closets, cabinets, kitchen units or fixtures and bath or toilet rooms;

(c) "Park Trailer" means a vehicle built on a single chassis, mounted on wheels, designed to provide seasonal or temporary living quarters which may be connected to utilities for operation of installed fixtures and appliances, of such a construction as to permit set-up by persons without special skills using only hand tools which may include lifting, pulling and supporting devices and a gross trailer area not exceeding 400 square feet when in the set-up mode;

(d) "Travel Trailer" means a vehicular unit which has a roof, floor and sides and is mounted on wheels, but which is not of such size or weight as to require special highway movement permits when towed by a motorized vehicle, and has a floor area of less than 220 square feet, excluding built-in equipment such as wardrobes, closets, cabinets, kitchen units or fixtures and bath or toilet rooms;

(e) "Truck Camper" means a portable unit which has a roof, floor and sides and is designed to be loaded on and off the bed of a truck or pick-up truck, and has a floor area of less than 220 square feet, excluding built-in equipment such as wardrobes, closets, cabinets, kitchen units or fixtures and bath or toilet rooms.

(19) "Solid Waste" means decomposable or nondecomposable waste including but not limited to garbage, rubbish, refuse, ashes, waste paper and cardboard.

(20) "Space" means that portion of a park reserved for the location of a recreation vehicle, tent, tent vehicle or camping vehicle.

(21) "Temporary," as used in OAR Chapter 918, Division 650 in the definition of "recreational vehicle," means a time period of six months or less.

(22) "Travel Trailer". See Recreational vehicle.

(23) "Truck Camper". See Recreational vehicle.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Agency.]

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0060

**918-650-0010**

**Scope**

OAR Chapter 918, Division 650 establishes minimum safety standards for the design and construction of recreation parks and organizational camps as authorized in ORS 456.837.

**EXCEPTIONS:**

-1- These rules do not apply to parking areas offering access to beaches, marinas, boat ramps, piers, ski areas, rivers, trails and similar facilities, where no recreational vehicle utility connections are provided.

-2- The area development permit does not include permits or related fees for buildings, mobile home setups, mechanical, plumbing or electrical systems, boiler, or elevators, or permits required by other agencies as specified in OAR 918-650-025.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0050

**918-650-0015**

**Purpose**

OAR Chapter 918, Division 650 establish design and construction requirements for recreation parks and organizational camps for the purpose of protecting the life, health, safety and welfare of persons using these facilities.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0055

**918-650-0020**

**Permit Required**

No person, firm, corporation or government agency shall establish or enlarge the facilities of any recreation park or organizational camp or do any construction within the recreation park or organizational camp or cause the same to be done without first obtaining all required permits from the issuing authorities and paying the prescribed permit fees.

**EXCEPTION:** Applications for permits, submission of plans and payment of fees are not required for additions, alterations, relocation and maintenance of picnic tables, play equipment, fire pits and similar facilities in existing parks.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0065

## 918-650-0025

### Coordinating Regulation

#### Permit Issuance:

(1) The application, plans, specifications, computations and other data filed by an applicant shall be reviewed by the jurisdiction or agency having permit authority. Such plans may be reviewed by other departments or agencies to verify compliance with any applicable laws under their jurisdiction. If the permitting authority finds that the work described in the application for a permit and the plans, specifications and other data filed therewith conform to the requirements of OAR Chapter 918, Division 650 and other pertinent laws and ordinances, and that the fees specified in OAR 918-650-0030 have been paid, the permitting agency shall issue a permit to the applicant. Regulations which also apply to recreation parks and organizational camps are:

(a) Land Use. Land use shall comply with the regulations of the unit of government which has planning authority over the proposed construction site;

(b) Flood Zones. Buildings or areas used within a flood zone shall be approved by the agency having jurisdiction prior to the issuance of permits;

(c) Water Supply. Water supply systems shall comply with Oregon State Health Division Administrative Rules;

(d) Sewage Disposal. Sewage treatment and disposal facilities, including, but not limited to, on-site facilities, solid waste container wash-down facilities, gray water waste disposal systems, pit privies, vaults and chemical toilets, shall comply with Oregon Department of Environmental Quality Administrative Rules;

(e) Solid Waste Disposal. Solid waste disposal shall comply with the Oregon Health Division Administrative rules and such waste shall be disposed of in a manner which complies with the

Oregon Department of Environmental Quality Administrative Rules;

(f) Eating and Drinking Establishments. Eating and drinking establishments shall comply with Oregon State Health Division Administrative Rules;

(g) Ice Machines. Ice machines shall comply with Oregon State Department of Agriculture Administrative Rules;

(h) State Building Code. Buildings and structures shall comply with the **Oregon State Building Code**, as defined in ORS 456.750(8), and Administrative Rules adopted pursuant thereto;

(i) Highway, Street and Driveway Permits. Access shall comply with the regulations of the city, county or State Highway Division having jurisdiction over access to the public roads;

(j) Fire Protection. Fire protection facilities shall comply with the requirements of the appropriate jurisdiction's fire protection regulations;

(k) Liquefied Petroleum Gas (LPG). Liquefied petroleum gas installations shall comply with the regulations of the Oregon State Fire Marshal. Such installations require permits. The person making such an installation shall be licensed by the State Fire Marshal and the installation shall be inspected by a deputy fire marshal;

(l) Swimming Pools and Spas. Swimming Pools and spas shall comply with the Oregon State Health Division



Administrative Rules;

(m) Hostels. Hostels shall comply with the **Oregon State Building Code** and shall be licensed and maintained under Oregon State Health Division Administrative Rules;

(n) Engineers/Architects Design. When required, park and camp designs shall be prepared by an engineer or architect registered in Oregon and comply with the respective administrative rules of the Board of Engineering Examiners or Board of Architect Examiners.

(2) Recreation Park and Organizational Camp Operating License Required. The State Health Division shall issue, unless there is reason to believe noncompliance exists, an operating license for all recreation parks and organizational camps upon receipt of:

- (a) A completed application on a form provided by the Health Division;
- (b) The required fees; and
- (c) Documents certifying that the facility is in compliance with:
  - (A) The provisions of ORS 446.310 to 446.350 and rules adopted pursuant thereto;
  - (B) The rules of the Building Codes Agency; and
  - (C) The applicable regulations in this rule.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Agency.]

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0070

**918-650-0030**

**Fees -- Expiration -- Validation**

(1)(a) Area Development Fee. The area development fee shall be determined from **Table 1** using the valuation for all facilities for which the permit is issued. The fees in **Table 1** shall be based upon valuation **Table 2** for recreation parks or be determined by the applicant with documentation acceptable to the issuing authority. Permit fees shall be paid to the issuing authority before any work begins.

**NOTE:** The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings and structures, mechanical, plumbing or electrical systems, boilers, elevators, or permits required by other agencies as specified in OAR 918-650-025.

**Table 1**

**Total Valuation Fee**

\$1 to \$500 \$15

\$501 to \$2,000 \$15 for the first \$500 plus \$2 for each additional \$100 or fraction thereof, to and including \$2,000

\$2,001 to \$25,000 \$45 for the first \$2,000, plus \$9 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 to \$50,000 \$252 for the first \$25,000, plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000

\$50,001 to \$100,000 \$414.50 for the first \$50,000, plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 to \$500,000 \$639.50 for the first \$100,000, plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000

\$500,001 to \$1,000,000 \$2,039.50 for the first \$500,000 plus \$2 for each additional \$1,000 or fraction thereof, to and including \$1,000,000

\$1,000,000 and up \$3,539.50 for the first \$1,000,000 plus \$2 for each additional \$1,000 or fraction thereof

**NOTE: Table 1** is based on **Table 3-A** of the **1988 Uniform Building Code**.

**Table 2**

**RECREATION PARK VALUATION TABLE**

**CLASS OF  
PARK  
OR CAMP SPACES PER ACRE**

	<b>6</b>	<b>8</b>	<b>10</b>	<b>12</b>	<b>14</b>	<b>16</b>	<b>18</b>	<b>20</b>	<b>22</b>
<b>A</b>	2637	2470	2320	2189	2074	1978	1907	1849	1798
<b>B</b>	2483	2317	2176	2035	1920	1824	1754	1696	1645
<b>C</b>	1792	1626	1485	1344	1229	1133	1062	1005	954

**NOTES:**

- 1- **Table 2** is based on the 1990 evaluations for Recreational Vehicle Parks published by the Oregon Department of Revenue.
- 2- Deduct ten percent from the valuation of parks and camps constructed east of the Cascade Summit.
- 3- "Class A" parks and camps contain paved streets and electric, water and sewer service to each R.V. or camping space.
- 4- "Class B" parks and camps contain electric, water and sewer service to each R.V. or camping space, but do not have paved streets.
- 5- "Class C" parks and camps contain a combination of no more than two services involving electric, water or sewer and do not have paved streets.
- 6- When a park or camp contains spaces in more than one class, figure the spaces in each class, then add them together to obtain the total valuation.
- 7- The Area Development Permit does not include permits or related fees for buildings, manufactured dwelling installations, accessory buildings or structures; mechanical, plumbing or electrical systems; boiler, or elevators, or permits required by other agencies.
- 8- See this rule for plan review and inspection fees based on this valuation.

(b) **Plans Review Fee.** The area development Plan Review Fee shall be 65 percent of the area development permit fee set forth in subsection (1)(a) of this rule and shall be paid to the issuing authority when plans and specifications are submitted for review;

(c) **Other Fees:**

(A) Inspections outside of normal business hours (minimum charge -- two hours), \$50/hour;

(B) Reinspection fee, \$50/hour;

(C) Inspection for which no fee is specifically indicated (minimum charge -- one-half hour), \$50/hour;

(D) Additional plan review required by changes, additions or revisions to approved plans (minimum charge -- one-half hour), \$50/hour;

(E) Consultation fee (minimum one hour), \$30/hour.

(2) **Other Fees:**

(a) A special inspection is required and a special inspection fee shall be paid before a permit may be issued for work started without a permit. The special inspection fee shall be equal to and in addition to the amount of the permit fee required by these rules;

(b) **Other Inspection Fees.** In addition to the called for inspections, the issuing authority may make or require inspections of any construction work to confirm compliance with the provisions of this code and other laws which are enforced by the code enforcement agency;

(c) **Reinspection Fees.** A reinspection fee may be assessed for each inspection or reinspection when the work for which inspection is called is not complete or when corrections called for are not made.

**NOTE:** This subsection is not intended to require reinspection fees the first time a job is rejected for failure to comply with the requirements of this code, but is to control the practice of calling for inspections before the job is ready for such inspection or reinspection.

(3) **Fee Refunds:**

(a) Permit fees, license fees or other monies paid to the Agency will be refunded only in the case of overpayment, duplicated payment or payment made in error or where otherwise required by law;

(b) Refunds in the amount of \$25 or less will only be made upon written request;

(c) Fees will not be refunded if a correct payment was made but the work for which the permit was issued was not begun or completed or the license application was not completed.

(4) Expiration and Validity of Plans and Permits:

(a) Expiration of Plan Approval. Area Development plan approval shall expire one year after the date that the approval is granted if no area development permit is issued. Upon receipt of a written request from the applicant the issuing authority may extend the time for action by the applicant for a period of not to exceed 180 days. To renew action on an application after the expiration of a plan approval, the applicant shall resubmit plans and pay a new plan review fee;

(b) Expiration of Area Development Permit. An area development permit issued under OAR Chapter 918, Division 650 shall expire if the work it authorizes is not commenced within 180 days from the date of issuance of the permit, or if the work is suspended or abandoned for 180 days at any time after it is commenced. A permittee holding an unexpired permit may apply for an extension of the time within which the work may be commenced under that permit. The time for action by the permittee shall not exceed 180 days. Requests for extensions shall be in writing, and no permit shall be extended more than once. If such work is not recommenced, before a permit or extension expires a new permit shall be obtained. The fee therefor shall be one-half the amount required for the first permit, provided that:

(A) No changes have been made in the original plans and specifications; and

(B) The duration of the suspension of work or abandonment has not exceeded one year.

(c) Validity. The issuance or granting of an area development permit or approval of area development plans and specifications shall not be construed to be a permit for, or approval of, any violation of any of the provisions of OAR Chapter 918, Division 650. The issuance of a permit based upon plans and specifications shall not prevent the issuing agency from later requiring the correction of errors in such plans;

(d) Suspension or Revocation. The issuing authority may, in writing, suspend or revoke an area development permit issued under provisions of OAR Chapter 918, Division 650 when the permit is issued in error or on the basis of incorrect information supplied, or in violation of any provision of OAR Chapter 918, Division 650, or any other ordinances.

(5) County Fees. Counties shall not, for the kind of permits provided for by this section, enact or enforce any ordinance, rule or regulation fixing any permit fee that is higher than the fees provided

by this section unless the county has the prior approval of the Administrator to do so. The Administrator shall approve any such fees if the Administrator finds, after notice and hearing, that the proposed fee or fees are reasonable and necessary to provide funds for the county to pay the expenses of carrying out effective enforcement of OAR Chapter 918, Division 650 that are its responsibility to enforce.

Stat. Auth.: ORS 183.325 - 183.410, 455.170, 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0075; BCA 16-1991(Temp), f. 6-7-91, cert. ef. 7-1-91; BCA 36-1991, f. 10-23-91, cert. ef. 10-31-91

## **918-650-0035**

### **Plans and Specifications**

(1) Plans. With each application for a plan review the applicant shall submit four sets of construction plans and

specifications. Plans and specifications shall be drawn to scale, of sufficient clarity to indicate the nature and extent of the work proposed and to show in detail that the construction will conform to all relevant laws, rules and regulations of the State of Oregon pertaining to recreation parks and organizational camps.

**NOTE:** The construction details that this section requires to be shown on plans may be required by rules other than OAR Chapter 918, Division 650. However, these details are specified here in order to aid other agencies in determining compliance with their coordinating regulations.

(2) Design. All plans shall be designed in accordance with the requirements of the various codes and administrative rules and, where required, shall be designed by an architect/engineer registered in Oregon.

(3) Plan Format and Sequence. The following plan format and sequence specification are guidelines for both the designer and the plan reviewer. Deviations are permitted from strict compliance with the plan format and sequence specifications when such deviation will produce the same result:

(a) The cover sheet of each set of plans shall give the following:

(A) The name of the recreation park or organizational camp and the location (vicinity map);

(B) The name of the owner;

(C) The name of the operator;

(D) The name of the person who prepared or submitted the plans;

(E) The symbols used; and

(F) The design maximum occupancy load for organizational camps.

(b) The plot plan (on a separate sheet) shall include:

(A) Both proposed and existing construction; and

(B) A scale drawing of the general layout of the entire recreation park or organizational camp showing property survey monuments in the area of work and distances from park or camp boundaries to public utilities located outside the park or camp (indicated by arrows without reference to scale).

**EXCEPTION:** When the work involves an addition to, or a remodeling of, an existing recreation park or organizational camp, the plot plan shall show the facilities related to the addition and/or the facilities to be remodeled.

(4)(a) The following features shall be clearly shown and identified:

(A) The permanent buildings (dwellings, mobile homes, washrooms, recreation buildings, and similar structures);

(B) The fixed facilities in each space (fire pits, fire places or cooking facilities);

(C) The property line boundaries and survey monuments in the area of work;

(D) The location and designation of each space by number, letter or name; and

(E) Plans for combination parks shall also show which portions of the parks are dedicated to camp ground, organizational camp, mobile home park, picnic park, recreational vehicle park and joint use.

(b) Park and organizational camp utility systems shall be clearly shown and identified on a separate sheet:

(A) Location of space sewer connections, space water connections and service electrical outlets;

(B) Location and source of domestic water supply;

(C) Location of water and sewer lines (showing type, size and material);

(D) Park or camp street layout and connections to public street(s);

(E) Disposal systems, such as septic tanks and drain fields, recreational vehicle dump stations, gray water waste disposal sumps, wash-down facilities, sand filters, and sewer connections;

(F) Fire protection facilities, such as fire hydrants, fire lines, tanks and reservoirs, hose boxes and apparatus storage structures;

(G) Solid waste disposal system and solid waste collection features, such as refuse can platforms and supports, and wash-down facilities; and

(H) Liquid Petroleum Gas (LPG) tanks and gas lines.

(c) Park Topography. Park topography shall be shown in the area of work when any existing grade or slope exceeds five percent.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0080

## **918-650-0040**

### **Inspections**

(1)(a) General. All construction or work for which a permit is required by OAR Chapter 918, Division 650 shall be subject to inspection by the issuing authority;

(b) It shall be the duty of the permit applicant to cause the work to be accessible and exposed for inspection purposes. Neither the employee nor the issuing authority shall be liable for expense entailed in removal or replacement of any material required to allow inspection.

(2)(a) Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the issuing authority that such work is ready for inspection. The issuing authority may require every request for inspection be filed at least three working days before such inspection is desired. Such requests may be in writing or by telephone at the option of the issuing authority;

(b) It shall be the duty of the person requesting any inspections required by OAR Chapter 918, Division 650 to provide access to and means for proper inspection of such work.

(3) Approval Required. Approval shall be given only after an inspection has been made on each successive step in the construction as indicated on each of the inspections required in section (4) of this rule.

(4) Required Inspections. The issuing authority, upon notification from the permit holder or the permit holders agent, shall make the following inspections and shall either approve that portion of the construction as completed or shall notify the permit holder or agent wherein the same fails to comply with OAR Chapter 918, Division 650:

(a) Rough Grading. When rough grading of roads and spaces are completed;

(b) Prior to Paving. Before any asphaltic concrete or portland cement concrete is placed;

(c) Final Inspection. A final inspection shall be made after finish grading and all permanent facilities are in place;

(d) Coordinating Regulation Inspections. Inspection required by the Coordinating Regulations specified in OAR 918-650-0025.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0085

## **918-650-0045**

### **General Construction Requirements**

#### **General:**

(1) Combination Parks. The portions of combination parks which are dedicated to campground, organizational camp, picnic park, mobile home park or recreational vehicle park use shall be identified and each use shall comply with the applicable regulations. Jointly used areas shall be designated accordingly.

(2) Space Separation and Designation. Building or space separation and space designation shall be as follows:

(a) The distance between buildings shall be as required in the **Structural Specialty Code**;

(b) The distance between spaces shall be as provided in OAR 918-650-0055(1);

(c) Spaces shall be identified by signs or markings corresponding to the letters, numbers or names indicated on the approved plans.

(3) Access. Each space designed for vehicular use within a recreation park or organizational camp shall have direct access to a park, street or road. The access shall be unobstructed by grade or vertical clearance or the entrance to such roads with impaired clearance shall be provided with warning signs.

(4) Street Width. Park streets intended for use by the public shall be of adequate width to accommodate the planned parking and traffic load. Each traffic lane shall be ten feet minimum width. Where parking is permitted on park streets, each parking lane shall be ten feet minimum width. All two-way streets without parking shall be 20 feet minimum width.

(5) Connection to a Public Way. The park street system shall have direct connection to a public way.

(6) Park Roads and Streets. Roads and streets intended for use by the public shall be designed for minimum nine-ton gross loads and streets and walkways shall be well drained. The street surface may be asphaltic-concrete, portland cement concrete, crushed rock, gravel or other approved surface material.

(7) Cleanable Construction. Fireplaces, fire pits or cooking facilities shall be of cleanable construction and designed to permit easy removal of ash and other waste.

(8) Screens. All openings, except doors with self-closing devices, into the outer air of permanent kitchens, dining rooms, toilets and shower facilities shall be effectively screened. Screens shall be not less than sixteen mesh per inch, and all screen doors shall be equipped with a self-closing device.

(9) Solid Waste Containers. Solid waste containers shall be in place at the time of final inspection. Solid waste containers or bins shall:

(a) Have tight-fitting lids, covers or closable tops; and

(b) Be durable, rust-resistant, water tight, rodent-proof and washable;

(c)(A) Containers in recreational vehicle parks shall be provided at a rate of one 30-gallon container for each four recreational vehicle parking spaces and be located within 300 feet of each recreational vehicle parking space. Containers may be grouped;

(B) Containers in picnic parks, campgrounds and organizational camps shall be provided at a rate of one 30-gallon container for each 20 occupants or fraction thereof that the camp or park is designed to accommodate. Containers may be grouped.

**EXCEPTION:** The requirement for solid waste containers in picnic parks, campgrounds and organizational camps may be waived by the regulating authority for areas not accessible by road.

(10) Water Systems in Flood Zones. Potable water systems located in, or partially in flood zones, shall be provided with valves to isolate that portion of the system in the flood zone from the rest of the system, and fittings shall be installed to permit flushing and treatment of the flood zone portion of the water system.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Agency.]

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0090

## 918-650-0050

### Toilets

(1) Toilet facilities complying with OAR 918-650-0025(1)(d) shall be provided in every recreation park or organizational camp. They shall be convenient and accessible and shall be located within 500-feet of any recreational vehicle space or camping site not provided with an individual toilet facility or sewer connection.

**EXCEPTION:** The requirement for toilets in picnic parks, camp grounds and organizational camps may be waived by the regulating authority for areas not accessible by road.

(2)(a) Sanitary facilities shall be as required in **Table 2**;

(b) Toilet Bowls. Toilet bowls for public use shall be elongated bowls with open-front seats. Any room with flush toilets shall be provided with a floor drain as required in the **Plumbing Specialty Code**;

(c) Signs. Toilets shall either be marked for the designated sex or be provided with a privacy lock. If not apparent, the location of toilets shall be indicated by appropriate direction signs;

(d) Flush Toilets and Showers. Flush toilets and showers and the buildings containing them shall be constructed in accordance with the **State Building Code**;

(e) Unisex Toilets. Toilet facilities designed to serve an occupant load of 15 persons or less may serve both sexes. Such toilet facilities shall be equipped with a urinal.

(3) Nonwater-Carried Toilets. Nonwater-carried toilets, including, but not limited to, chemical or vault toilets or pit privies, shall be constructed and located in accordance with the requirements of the Department of Environmental Quality.



Table 2

Recreation Parks

Number of Picnic, Camping or Parking Space	Number of Toilets Men <sup>1,2</sup> -- Women	Lavatories for Parks with Flush Toilets <sup>1, 2</sup> Men -- Women
--	---	--

1 - 15 1 -- 1 1 -- 1

16 - 30 1 -- 2 1 -- 2

31 - 60 2 -- 3 2 -- 3

61 - 100<sup>3</sup> 3 -- 4 3 -- 4

<sup>1</sup>One additional lavatory shall be provided for each two toilets when more than six toilets are required.

<sup>2</sup>Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

<sup>3</sup>Campgrounds in recreation parks and picnic parks with more than 100 spaces shall provide one additional toilet per sex for each additional 30 spaces or fraction thereof.

Organizational Camps

Design	Overnight	Overnight	Day Use Only
Maximum	For	For	For
Number of	Every	Every	Every
Campers for	10	20	20 <sup>2</sup>

Each Sex

Number of Toilets
Men <sup>1</sup> 1 1
Women 1 1

## Lavatories for Camps

with Flush Toilets

Men 1 1

Women 1 1

## Bathing Facilities

Tub or Shower<sup>3</sup>

Men 1

Women 1

<sup>1</sup>Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

<sup>2</sup>When the day use persons exceed 100, one toilet and one lavatory shall be provided for each additional 50 persons or fraction thereof.

<sup>3</sup>Bathing facilities are not required for camps where persons are present for three nights or less.

## Toilets Required:

(1) Toilet facilities complying with OAR 918-650-0025(1)(d) shall be provided in every recreation park or organizational camp. They shall be convenient and accessible and shall be located within 500-feet of any recreational vehicle space or camping site not provided with an individual toilet facility or sewer connection.

**EXCEPTION:** The requirement for toilets in picnic parks, camp grounds and organizational camps may be waived by the regulating authority for areas not accessible by road.

(2)(a) Sanitary facilities shall be required as follows:

(A) Recreation Parks:

(i) 1 - 15 Picnic, Camping or Parking Spaces:

(I) Number of Toilets: Men<sup>1,2</sup> - 1; Women - 1;

(II) Lavatories for Parks with Flush Toilets<sup>1,2</sup>; Men - 1; Women - 1.

(ii) 16 - 30 Picnic, Camping or Parking Spaces:

(I) Number of Toilets: Men<sup>1,2</sup> - 1; Women - 2;

(II) Lavatories for Parks with Flush Toilets<sup>1,2</sup>; Men - 1; Women - 2.

(iii) 31 - 60 Picnic, Camping or Parking Spaces:

(I) Number of Toilets: Men<sup>1,2</sup> - 2; Women - 3;

(II) Lavatories for Parks with Flush Toilets<sup>1,2</sup>; Men - 2; Women - 3.

(iv) 61 - 100<sup>3</sup> Picnic, Camping or Parking Spaces:

(I) Number of Toilets: Men<sup>1,2</sup> - 3; Women - 4;

(II) Lavatories for Parks with Flush Toilets<sup>1,2</sup>; Men - 3; Women -4.

**NOTES:**

<sup>1</sup>One additional lavatory shall be provided for each two toilets when more than six toilets are required.

<sup>2</sup>Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

<sup>3</sup>Campgrounds in recreation parks and picnic parks with more than 100 spaces shall provide one additional toilet per sex for each additional 30 spaces or fraction thereof.

**(B) Organizational Camps**

(i) Design Maximum Numbers of Campers for Each Sex; Overnight for every 10:

(I) Number of toilets: Men<sup>1</sup> - 1; Women - 1;

(II) Lavatories for Camps with Flush Toilets: Men - 1; Women - 1;

(ii) Design Maximum Numbers of Campers for Each Sex; Overnight for every 20: Bathing Facilities Tub or Shower<sup>3</sup>: Men - 1; Women - 1.

(iii) Design Maximum Numbers of Campers for Each Sex; Day Use only for every 20<sup>2</sup>:

(I) Number of toilets: Men<sup>1</sup> - 1; Women - 1;

(II) Lavatories for Camps with Flush Toilets: Men - 1; Women - 1;

**NOTES:**

-1- Urinals may be acceptable for not more than 1/3 of the toilets required in the men's facilities.

-2- When the day use persons exceed 100, one toilet and one lavatory shall be provided for each additional 50 persons or fraction thereof.

-3- Bathing facilities are not required for camps where persons are present for three nights or less.

(b) Toilet Bowls. Toilet bowls for public use shall be elongated bowls with open-front seats. Any room with flush toilets shall be provided with a floor drain as required in the **Plumbing Specialty Code**;

(c) Signs. Toilets shall either be marked for the designated sex or be provided with a privacy lock. If not apparent, the location of toilets shall be indicated by appropriate direction signs;

(d) Flush Toilets and Showers. Flush toilets and showers and the buildings containing them shall be constructed in accordance with the **State Building Code**;

(e) Unisex Toilets. Toilet facilities designed to serve an occupant load of 15 persons or less may serve both sexes. Such toilet facilities shall be equipped with a urinal.

(3) Nonwater-Carried Toilets. Nonwater-carried toilets, including, but not limited to, chemical or vault toilets or pit privies, shall be constructed and located in accordance with the requirements of the Department of Environmental Quality.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Agency.]

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; BCA 7-1988, f. & ef. 4-1-88; Renumbered from 814-029-0095; Administrative Reformatting 1-19-98

**918-650-0055**

**Special Rules for Overnight Campgrounds**

(1) Spacing. Each camping space shall be large enough to accommodate the designated class of recreational vehicle or tent and be located a minimum of ten feet from any other camping space, building or building appurtenance or any boundary line abutting upon a public street or highway, and five feet from any property line. The space area shall be designed to minimize the obstruction of any public or private roadway or walkway by vehicles or tents.

(2) Faucets. Camping space faucets and hydrants shall be equipped with an approved back flow prevention device as required by the **Plumbing Specialty Code**.

(3) Gray Water Waste Disposal System. Recreation parks which supply water shall provide a sewage disposal system or a gray water waste disposal sump for each six spaces that meets the requirements of the Department of Environmental Quality.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Agency.]

Stat. Auth.: ORS 455.680, 456.770, 456.755 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0100

**918-650-0060**

**Special Rules for Organizational Camps**

Sleeping Spaces. Permanently installed beds or bunks shall have:

(1) A minimum of 30 inches of lateral separation between beds and a minimum of 30 inch vertical separation between tiers of beds or between the top tier and the ceiling.

(2) A maximum of two tiers of bunks.

(3) Not less than ten inches of space between the floor and the underside of the beds. In lieu of such space, a bed may have a continuous base which is attached to the floor.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0105

## **918-650-0065**

### **Temporary Recreation Parks**

(1) The Administrator may exempt any requirement of OAR Chapter 918, Division 650 regarding toilets, waste water disposal, spacing or plan review and plan review fees, to meet special short-term campground needs if public health will not be endangered.

(2) Exemptions issued under this rule shall expire on the date stated in the exemption, but no exemption shall be valid for more than six months.

(3) The Administrator may establish reasonable conditions for the operation of a temporary park.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0109; BCA 15-1992(Temp), f. & cert. ef. 8-7-92; BCA 8-1993, f. 4-29-93, cert. ef. 5-1-93

## **918-650-0070**

### **Alternate, Materials and Interpretations; Appeals**

(1) These rules are not intended to prevent the use of any alternate material, design, or method of construction for recreation parks or organizational camps which the rules do not specifically prescribe, provided that the issuing authority has approved such alternate.

(2) Modifications. Wherever there are practical difficulties involved in carrying out the provisions of OAR Chapter 918, Division 650, the issuing authority may grant modifications for individual cases, provided the issuing authority shall first find that a special individual reason makes the strict compliance with the letter of OAR Chapter 918, Division 650 impractical and that the modification does not lessen any fire protection requirements or any degree of structural integrity or create any health or safety hazards. The details of any such action granting modifications shall be recorded and entered in the files of the issuing authority.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0110

## **918-650-0075**

### **Existing Parks**

(1) Parks or camps existing when OAR Chapter 918, Division 650 are promulgated may have their existing use continued if the use was legal at the time of construction, provided that this continued use is not a threat to life, health, property, and general welfare of the public and is maintained in a safe and healthful condition.

(2) Any alteration to a recreation park or organizational camp shall comply with the requirements of OAR Chapter 918, Division 650 for new parks or camps and ORS Chapter 446.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0115

## **918-650-0080**

### **Enforcement**

(1)(a) Permit Issuing Authority. As set forth in ORS 456.837, the permit issuing authority with respect to the construction of recreation parks and organizational camps is the Building Codes Agency;

(b) Delegation to Counties. The Administrator shall delegate to any county board of commissioners which requests any of the authority, responsibilities and functions of the Administrator relating to recreational parks, organizational camps and picnic parks as defined in ORS 446.310, including but not limited to plan review and sanitation inspections if the administrator determined that the county is willing and able to carry out the rules of the Administrator relating to such authority, responsibilities and functions. The Administrator shall review and monitor each county's performance under this subsection. In accordance with ORS 183.310 to 183.550, the Administrator may suspend or rescind a delegation under this subsection. If it is determined that a county is not carrying out such rules or the delegation is suspended, the unexpended portion of the fees collected under subsection (c) of this section shall be available to the administrator for carrying out the authority, responsibility and functions under this section;

(c) County Fees. The Administrator shall determine, by administrative rule, the amount of fee which the county may charge and retain for any function undertaken pursuant to subsection (b) of this section. The amount of the fees shall not exceed the costs of administering the delegated functions. The county, quarterly, shall remit 15 percent of the collected fees to the administrator for monitoring county programs and for providing informational material necessary to maintain a uniform state program;

(d) State Party to County Suit. In any action, suit or proceeding arising out of county administration of functions pursuant to subsection (b) of this section and involving the validity of a rule adopted by the administrator, the administrator shall be made a party to the action, suit or proceeding.

(2) Plan Review and Inspection. The issuing authority shall perform plan reviews and construction inspection to assure that the construction complies with the approved plans.

(3) Correction Notice for Violations. All deviations from the requirements of the statutes or OAR Chapter 918, Division 650 shall be specified in writing and a copy furnished to the permittee. An additional copy of this notice may be posted at the site of work or mailed or delivered to the permittee or the permittee's agent at the address shown on the permit. The issuing authority may provide information as to the meaning or application of the statutes or OAR Chapter 918, Division 650, but shall not design or layout work for contractors, owners, or user. Refusal, failure or neglect to correct deviations from the minimum standards specified in the notice of violation within 20 days of receipt or posting of the notice of violation shall be considered a separate violation of the statutes or Chapter 918, Division 650.

(4) Stop Orders. Whenever any work is being done contrary to the provisions of OAR Chapter 918, Division 650, the issuing authority may order the work stopped by notice in writing served on any person engaged in causing such installation to be made, or by posting a copy thereof at the site of the installation, and thereafter no person shall proceed with the work until authorized to do so by the issuing authority.

(5) Suspension or Revocation The issuing authority may, in writing, suspend or revoke a permit issued under provisions of OAR Chapter 918, Division 650, whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of any rules, regulations or statute.

(6) Right of Entry. Whenever it may be necessary to make an inspection to enforce any provision of OAR Chapter 918, Division 650, or whenever the issuing authority has reasonable cause to believe that there exists in any building or upon

any premises any condition which makes that building or those premises unsafe under OAR Chapter 918, Division 650, the issuing authority may enter that building or those premises at any reasonable time to inspect them or to perform any duty imposed upon the issuing authority by OAR Chapter 918, Division 650. If that building or those premises be occupied, the issuing authority shall first present proper credentials and demand entry; and if that building or those premises be unoccupied, the issuing authority shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and demand entry. If such entry is refused, the issuing authority shall have recourse to every remedy provided by law to secure entry.

(7) Liability. The issuing authority or any employee charged with the enforcement of OAR Chapter 918, Division 650, acting in good faith and without malice for the jurisdiction in the discharge of the issuing authority's duties, shall not thereby render themselves liable personally and the employee hereby is relieved from all personal liability for any damages that may accrue to person or property as a result of any act required or by reason of any act of omission in the discharge of the employee's duties. Any suit brought against the issuing authority or its employees, because of such act or omission performed by the issuing authority in the enforcement of OAR Chapter 918, Division 650 shall be defended by the legal department of the jurisdiction until final termination of the proceedings.

(8) Unconstitutionality. If any section, subsection, sentence, clause or phrase of OAR Chapter 918, Division 650 is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of OAR Chapter 918, Division 650. The Building Codes Agency hereby declares that it would have passed OAR Chapter 918, Division 650, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases which might subsequently be declared unconstitutional.

(9) Appeals. Any person aggrieved by the final decision of a county appeals board (or of the responsible officer of a county where no county appeals board exists) or of a subordinate officer of the Agency as to the application of any provision of OAR Chapter 918, Division 650, may appeal that decision to the Administrator within 30 days after the date of the decision. The appellant shall submit a fee of \$20, payable to the Agency, with the appellant's request for appeal. The final decision of the county board or officer or the state officer shall be subject to review and final determination, as to the technical and scientific applicability of OAR Chapter 918, Division 650, by the appropriate appeals board.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0121

## **918-650-0085**

### **Penalties**

Violations of any provisions of OAR Chapter 918, Division 650, ORS 456.837, or the specialty codes, as defined in ORS 456.750(a), or of any regulations or final order issued thereunder shall be subject to the penalties set forth in the appropriate specialty code. Where the penalties in a specialty code do not apply, the penalties shall be provided in ORS 456.885 and 455.990.

Stat. Auth.: ORS 455.680, 456.755, 456.770 & 456.837

Stats. Implemented: ORS 455.680

Hist.: BCA 10-1987, f. & ef. 9-18-87; Renumbered from 814-029-0125

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 674**

**PREFABRICATED CONSTRUCTION**

**918-674-0000**

**Application, Scope and Purpose**

(1) Application. The provisions of OAR 918-674-0005 through 918-674-0300 shall apply to all prefabricated structures other than a manufactured dwelling or recreational vehicle as defined under ORS 446.003.

(2) Purpose. The purpose of these rules is to regulate materials and establish methods of safe construction where any structure or portion thereof is wholly or partially prefabricated.

(3) Scope. Unless otherwise specifically stated in these rules, all prefabricated construction and all materials used therein shall conform to the requirements of the **State Building Code** as defined in ORS 455.010(8).

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0005; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96; Renumbered from 918-674-0010

**918-674-0005**

**Definitions**

The following definitions are in addition to those included in ORS 455.010 and in the **Oregon Structural Specialty Code**. Where the definitions in Chapter 17 of the **Oregon Structural Specialty Code** are different than those contained in these rules, this division of rules shall preside.

(1) "Alteration" or "Conversion" means any change from the approved plans or installation instruction which affects the structural, mechanical, electrical or plumbing systems of prefabricated structures bearing a Division insignia of approval and includes the replacement, addition, modification or removal of any structural member, plumbing, heat-producing or

electrical equipment, or installation which affects the manufacture of those systems.

(2) "Approved" means approved by the Building Codes Division or certified third-party inspection agency.

(3) "Audit" means an evaluation of a manufacturer's compliance control procedure or an examination of prefabricated structure construction.

(4) "Building Site" means any lot or tract of land upon which a prefabricated structure is installed.

(5) "Closed Construction" means a factory-assembled structure or component which may enclose factory-installed structural, mechanical, electrical, plumbing or energy conservation equipment or material and is not entirely open for visual inspection of the equipment or material at the site.

(6) "Compliance Control" means the method of controlling the construction, fabrication, assembly and erection where applicable, including storage and use of various materials, to insure compliance with the rules and construction codes adopted for the regulation of prefabricated structures.

(7) "Conventional System" means methods, standards and practices commonly recognized by the construction industry and constructed upon the building site.

(8) "Custom Plan" means a plan for construction of a one-of-a-kind structure.

(9) "Design Option" means an alternative design or type of construction included in a design plan.

(10) "Design Plan" means a plan for repetitive construction of a standard model including design options approved under ORS 455.685.

(11) "Division" means the Building Codes Division.

(12) "Incomplete Structure" means either prefabricated permanent or relocatable building which, because of design, size or transportation limitations, is not completed by the manufacturer at the manufacturer's facility (i.e., on-site roof framing, installation of plumbing fixtures, roof or pad mounted HVAC).

(13) "Insignia of Compliance" has the meaning given in ORS 455.705.

(14) "Installation" means the assembly of a prefabricated structure on-site, and the process of attaching the structure to land, foundation, or an existing building.

(15) "Labeled" means equipment bearing a label of certification of an approved listing agency.

(16) "Manufacture" means the process of making, fabricating, constructing, forming or assembling a product from raw, unfinished or semi-finished materials to produce prefabricated structures.

(17) "Manufacturer's Compliance Control" means an inspection program implemented and maintained by the manufacturer under Division certification and audit procedures.

(18) "Panel". (See Prefabricated Component.)

(19) "Plan" means a specific design of prefabricated structure as designated by the manufacturer to be the working drawings for production of a unit.

(20) "Prefabricated Structure" has the meaning given in ORS 455.010 and includes the following types of structures and components:

(a) "Prefabricated Component" means any structural subassembly or component such as wall, floor or roof panels; plumbing or electrical service walls; bath, kitchen or utility service modules; service core modular units; refrigeration

panels; and reinforced concrete components or subassemblies, provided they are built at an off-site location using closed construction. It does not include roof trusses, open wall panels and similar subassemblies which are built at an off-site location using open construction.

(b) "Prefabricated Component Building" means a building consisting of prefabricated components and shipped to a site for assembly.

(c) "Prefabricated Permanent Building" means a structure built as one unit, which may be divided into transportable sections, and designed to be permanently installed on a building site.

(d) "Prefabricated Relocatable Building" means a prefabricated structure equipped with permanent or detachable running gear designed to be moved from one location to another.

(21) "Reciprocity" means the acceptance among two or more states for prefabricated structures produced in the one state and designated for installation in the other state.

(22) "Registered Manufacturer" means a person, partnership or corporation which has been approved by the Division as a manufacturer of prefabricated structures.

(23) "Service Module" means a factory-assembled three-dimensional portion of a building which may include installed mechanical, electrical, plumbing, heating or cooling elements and related systems. These units may contain kitchens, bathrooms, utility rooms or other similar use modules. (Sometimes referred to as "wet boxes", "mechanical cores" or "utility cores".)

(24) "Substantial Compliance" has the meaning given in ORS 455.410.

(25) "Substantially Prefabricated or Assembled" means a module or the major portion of a prefabricated structure that is assembled in such a manner that all portions may not be fully inspected without disassembly or destruction of the part.

(26) "System" means a specific part of the construction, structural, plumbing, electrical or mechanical.

(27) "Third-Party Agency, Certified" means an independent contractor (private or municipal) approved by the Division to provide prefabricated structure plan approval or inspection services as further defined in ORS 455.715.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.010

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0015; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0015

### Responsibility for Services

The Division shall be responsible for providing plan review and inspection services to prefabricated structure manufacturers who have not contracted with third-party agencies for these services. The Division shall be responsible for monitoring certified third-party agencies to assure compliance with the **State Building Code** and these rules. Local jurisdiction inspection departments shall be responsible for plan review and inspection of all on-site installations. Certified third-party agencies shall be responsible for providing plan review and in-plant inspection services to prefabricated structure manufacturers with whom they have contracted those services.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455. 705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0010; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## Tests of Assemblies

### 918-674-0055

#### Inspections

(1) Each prefabricated structure required to bear the State of Oregon insignia of compliance shall be inspected by the Division or a certified third-party agency in accordance with an approved compliance control program and the appropriate **Oregon Specialty Codes**. Except as directed by the Administrator, no inspections shall be made prior to the approval of plans, issuance of the technical report and submittal of insignia application. The approved plans and technical report shall be available to the inspector upon arrival at the plant. All regular inspections shall be by written or telephone request. The Division shall be notified 48 hours, excluding weekends and holidays, before the requested time of inspection. Out-of-state inspections in locations more than 150 air miles from Oregon require a 21-day prior notice.

#### (2) In-Plant Inspections:

(a) Cover inspection requires each system constructed to be inspected prior to covering or sealing any portion of the construction:

(A) Structural Inspection Prior to Cover;

(B) Mechanical Inspection Prior to Cover;

(C) Plumbing Inspection Prior to Cover;

(D) Electrical Inspection Prior to Cover.

(b) Final inspection requires each system to be inspected after the construction noted in subsection (a) of this section has been covered and prior to the structure leaving the manufacturing facility;

(c) Reinspection. A reinspection is required when there are numerous or major corrections necessitating additional work to a particular system or systems of construction.

#### (3) Out-of-State Inspections:

(a) All out-of-state prefabricated structures to be installed in the State of Oregon under reciprocity agreements shall have Division approval prior to being shipped to Oregon;

(b) The Division, to provide assurance that quality control and code compliance is maintained, may make out-of-state inspections as necessary.

#### (4) Damage Inspection:

(a) All prefabricated structures arriving at the site of installation in a damaged condition, or damaged during installation, shall be visually reinspected in the field. When restoration is complete a field reinspection is required to validate the Division's initial approval;

(b) The local enforcement agency shall report units that have been damaged in route to the building site, or during installation, so the Division may arrange for a damage inspection of the unit.

(5) Installation Inspection:

(a) To complete the inspection and approval of the prefabricated structure, the local enforcement agency having jurisdiction over the construction site shall make an installation inspection;

(b) A "hook-up" inspection shall be performed by the authority having jurisdiction prior to providing electrical power, plumbing and sewage connections to the structure. The manufacturer of the unit is not required to remedy damages or defects caused by on-site work by persons not within the control of the manufacturer.

(6) Requested Site Inspections. Upon written request and payment of required fees the Division will perform advisory at-site installation inspections.

(7) Incomplete Unit At-Site Inspection. Prefabricated structures designed and approved to be completed on-site by the manufacturer shall have a Notice to Local Enforcement Agency (NLEA) form completed by the Division or third-party agency and forwarded to the local enforcement agency receiving the structure within two days of final approval. Incomplete units shall be inspected by the Division or by a Division approved inspector, at the building site, when completed, to validate the Division's insignia of compliance.

(8) Complaint Investigation. Complaints other than those received from a Building Official, must be submitted to the Division in writing. The Division shall notify the manufacturer of all complaints.

(9) Custom Building Inspections. All custom (one-of-a-kind) buildings shall be individually inspected in accordance with the in-plant inspection procedure by the Division or certified third-party agency.

(10) Audit Inspection. The Division may conduct unannounced inspections at any manufacturing site to review manufacturer's production and compliance control procedures.

(11) Upon discovery of any violations of the **State Building Code** or this rule, the Division and third-party agencies shall verify the correction by inspection. If the correction cannot be verified during the initial inspection, the agency shall make a written report and require the corrective action to be held open for reinspection at the manufacturing facility.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0055; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0060

### Compliance Control Programs

(1) The Division's Compliance Control inspection services are maintained by the Division in accordance with the in-plant inspection procedure, and requires:

(a) That all permits be obtained before delivery of any unit to a building site;

(b) That when required by local ordinance all prefabricated structures meet the requirements of the **Oregon Structural**

**Specialty Code** establishing standards for mitigation of wild fires; and

(c) That all fire-resistive occupancy separations and required fire separation walls, parapet walls and other fire-resistive requirements meet the **Oregon Structural Specialty Code** or the **Oregon One and Two Family Dwelling Specialty Code**.

(2) **Manufacturer Compliance Control:** Upon application the Division may approve a prefabricated structure manufacturer's compliance control program using employees who hold the appropriate Division inspection certifications:

(a) Application for manufacturer's compliance control approval shall be in writing and shall include a complete compliance control manual containing administrative, construction and program control procedures for the compliance control program; and

(b) The name of the manufacturer's designated compliance control officer responsible for the compliance control program and whose responsibility shall include maintaining records of the inspection program, copies of all plans and technical reports approved by the Division;

(c) Authority to use, apply and continue to use the Division's insignia is contingent upon the manufacturer's compliance with the approved compliance control standards and procedures, and upon compliance with all applicable laws and rules;

(d) An approved compliance control manual stamped with the Division's approval stamp, shall be maintained by the manufacturer's compliance control officer, and a copy filed with the Division;

(e) When it is demonstrated that a manufacturer can no longer assure compliance with the **Oregon Specialty Codes**, these rules, or its compliance control manual, the Division may rescind the manufacturer's compliance control approval and return to Division inspections.

(3) **Engineering and Test Procedures:**

(a) Where it is necessary to substantiate any structural design or method of construction, calculations, engineering and supporting data shall be submitted to the Division;

(b) The load-bearing capacity of elements or assemblies may be established either by calculations according to generally established principles of engineering design, or by physical tests acceptable to the Division. When the composition or configuration of elements, assemblies or details of structural members are such that calculations of their safe load-carrying capacity, basic structural integrity or fire resistance cannot be accurately determined according to generally established principles of engineering design, the structural properties or fire resistance of these members or assemblies may be established by tests acceptable to the Division;

(c) Tests shall be directed, witnessed or evaluated by a licensed architect or professional engineer or an approved testing laboratory. The test procedures and results shall be submitted to the Division and contain the following:

(A) A statement referencing the method and standards to which the test was conducted;

(B) A description of the item tested with drawings;

(C) A description of the test set-up;

(D) A description of the method of test procedures for loading and/or measuring each condition;

(E) All test data with graphs (where applicable) including pertinent observations of the characteristics and behavior of the item tested;

(F) Engineering, where applicable; and

(G) Analysis, comments and conclusion.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0060; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0065

### Plan Requirements

#### Plan Review Procedures:

(1) **Plans Required.** The Division or certified third-party agencies shall review and approve plans for the construction of prefabricated structures in compliance with the **State Building Code** prior to the construction of a prefabricated structure. Prefabricated structures constructed for use in Oregon shall be constructed to plans approved by the Division or a certified third-party agency. The application for plan approval shall be on forms provided by the Division. The application shall show the use or occupancy, be accompanied by plans, specifications and other data and include the plan review fee.

(2) **Copies Required.** At least two complete sets of plans, specifications, engineering calculations and other data, when required by the Division, shall be submitted with each application for plan approval. A minimum of three sets of plans shall be submitted for all incomplete structures with a "Notice to a Local Enforcement Agency" (NLEA) form.

(3) **Plot Plan.** When required, plans shall include a plot plan showing the location of the prefabricated structure in relation to other buildings on the same property, if any, their exit ways and property lines.

**EXCEPTIONS:** Group R, Division 3 and Group U Occupancies.

(4) **Approval.** If the Division or certified third-party agency finds that the submittal conforms to the requirements of these rules and that the fees have been paid, the documents shall be endorsed in writing or stamped "Approved" and one set returned to the applicant. The applicant's set of plans shall be kept at the place of manufacture and shall be made available during inspection.

(5) **Records Required.** The manufacturer shall maintain a permanent record of construction documents, by serial number, of all units manufactured after the effective date of this rule.

(6) If a manufacturer fails to renew its registration with the Division, all Division approvals of plans and manuals and unused insignia shall become void.

(7) Applications for units with incomplete systems shall include a list of all items to be installed on the job site to complete the units for occupancy.

(8) In addition to the plans described in this rule, the Division may, when deemed necessary, require the manufacturer of prefabricated building components and component buildings to submit an installation manual or installation instructions for Division approval.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0065; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0075**

**Out-of-State Applicant**

- (1) All out-of-state manufacturers producing prefabricated structures for installation in the State of Oregon shall obtain the Division's approval prior to production. Applications, plans and fees shall be submitted to the Division and be processed the same as other applications according to these rules.
- (2) Out-of-state manufacturers in states which have a reciprocity agreement with Oregon and producing prefabricated structures that have Oregon plan approval and bear an Oregon insignia of compliance, shall be accepted for installation in Oregon according to these rules and the conditions specified under the reciprocal agreement.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0075; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0085**

**Plan Approval Expiration**

- (1) Plan approvals shall be valid for a period of 12 months from the date of issuance. Applications for renewal of plan approval shall be submitted no later than two months prior to the expiration date of the current approval.
- (2) Approval of custom plans shall be valid for 180 days from the date of initial approval. If the structure has not been completed, approval of custom plans may, upon request, be extended.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0085; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93

**918-674-0090**

**Changes to Approved Plans**

- (1) When a manufacturer changes any portion of a submitted design, or when a change is required by the Division or third-party agency, the manufacturer shall submit two copies of the plans and data detailing the changes for plan examination and approval. Plans shall be accompanied by Division plan application form, and the appropriate plan filing fee pursuant to the fee schedule of OAR 918-674-0155.
- (2) When a manufacturer proposes changes to a compliance control manual, two copies of the revised manual shall be submitted to the Division for approval accompanied by a change fee required by OAR 918-674-0155.



(3) When changes in design plans or manual are required by the Division or third-party agency, the manufacturer shall submit changes within 90 days of the date the Division or third-party agency gives notice of the required change.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0090; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0095**

**Transfer of Approvals**

When there is a change of ownership of a manufacturing business which has the Division's plan approval, or has approvals to be utilized by another manufacturer, the change shall be considered to be a renewal submittal which requires application, plans, manuals, fees and a notarized statement releasing or transferring plans and manuals, signed by the owner or officers of each firm.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0095; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93

**918-674-0100**

**Change of Name or Address**

A manufacturer shall notify the Division in writing of any change of name or address and shall submit the appropriate fee, within ten days of the change.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0100; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93

**918-674-0105**

**Production Discontinued by Manufacturer**

When a manufacturer discontinues production of an approved product the manufacturer shall immediately notify the Division and shall return all insignia allocated for such discontinued production.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0105; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0115****Compliance and Right of Entry**

(1) The Division may conduct inspections at a manufacturer's plant to review compliance with the approved plans. The Division may revoke or suspend approval of plans and deny use of Division insignia for failure to comply with these rules.

(2) Each prefabricated structure supplier or manufacturer shall sign a written agreement on Division forms allowing the Division and appropriate third-party agency to inspect their manufacturing facility including, but not limited to, the product being produced, the materials being used, the manufacturing processes and plans, reports and records directly related to manufacturing and inspecting.

(3) Division or third-party inspectors shall be provided physical access by the manufacturer to all parts of the manufacturing facility, products, materials and records and shall, when necessary, provide steps, ladders and scaffolds to insure the inspector's safety.

(4) Third-party agencies shall provide the Division with an agreement in writing that the Division has the right to monitor the third party's performance as described in subsections (a) through (e) of this section at the fees described in OAR 918-674-0155. Monitoring shall be accomplished by examining:

- (a) The performance of individuals completing the duties outlined in these rules;
- (b) Records, reports and plans within the office of the third-party;
- (c) Products, materials and methods of construction, records, plans and reports at the manufacturing facility;
- (d) Finished products held by a dealer, distributor or leasing agent; and
- (e) Finished products installed on site.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0115; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0125****Proprietary Material**

All material submitted by the manufacturer to the Division or a third-party agency in the form of design plans, engineering data, test results, compliance control manual and other design information relating to the application shall be considered as confidential information exempt from public disclosure under ORS 192.502(3) and may not be released for public scrutiny unless ordered by a court having jurisdiction.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0125; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0130****Insignia(s) of Compliance Required**

- (1) Each prefabricated structure, except as required in sections (2), (3) and (4) of this rule, manufactured for sale or installed in Oregon shall bear an Oregon insignia of compliance located on an accessible exterior wall, prior to leaving the manufacturing plant. Each insignia shall be assigned and affixed to each section or module of a prefabricated structure in a visible location as shown on the approved plans.
- (2) Each prefabricated component building manufactured for sale or installed in Oregon shall bear an Oregon insignia of compliance located on an accessible exterior wall prior to leaving the manufacturing plant.
- (3) Prefabricated refrigeration panels manufactured for sale or installed in Oregon shall bear one Oregon insignia of compliance located on the exterior side of the panel located nearest the door prior to leaving the manufacturing plant.
- (4) Each prefabricated building component not identified in section (2) or (3) of this rule, manufactured for sale or installed in Oregon, shall bear one Oregon insignia of compliance located in a conspicuous place prior to leaving the manufacturing plant.
- (5) The application shall be submitted to the Division's Salem office accompanied by the appropriate insignia fees and must be received prior to construction.
- (6) Only an Oregon certified third-party agency may issue Oregon insignias of compliance to prefabricated structure suppliers or manufacturers for those prefabricated structures inspected by that third-party agency.
- (7) Manufacturers shall order insignias of compliance on Division-supplied forms for any prefabricated structures to be inspected by the Division or a third-party agency at the fees described in OAR 918-674-0155.
- (8) Third-party agencies shall designate at least one individual, but not more than two individuals, in their organization authorized to receive insignias of compliance. The Division shall only issue insignias of compliance to the person(s) authorized by the third-party.
- (9) Upon receipt, the third-party agency shall verify the insignias of compliance have been received in satisfactory condition and contain the correct information. Any insignias of compliance damaged or containing incorrect information shall be returned to the Division immediately for replacement.
- (10) A third-party agency is responsible for an insignia of compliance from the time it is received until it is issued to the manufacturer. The third-party agency shall assure insignias of compliance are secured under lock and key until issued.
- (11) No insignia shall be issued by a third-party for any prefabricated structure prior to plans being approved and inspections made verifying compliance with the **State Building Code** and these rules.
- (12) All insignias of compliance remain the sole property of the Division and may be withdrawn from the manufacturer or third-party upon cause.
- (13) When a manufacturer's registration has been canceled by the Division, the third-party agency shall not issue any insignias of compliance to that manufacturer.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110 & 455.705

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0130; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0135**

### **Lost or Damaged Insignia of Compliance**

(1) The owner of a prefabricated structure shall immediately notify the Division in writing of lost or damaged insignias of compliance.

(2) Damaged insignia shall be promptly returned to the Division. Upon payment of a replacement insignia fee, the Division will replace damaged and lost insignia.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0135; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0145**

### **Unit Identification**

Each prefabricated building and relocatable building unit on a production line shall have a specific identification serial number to assure continuity of inspections and the insignia is attached to the proper unit. Prefabricated building components shall be identified by project number or job number to assure the insignia is attached to the proper component built structure.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0145; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93

## **918-674-0150**

### **Components**

(1) Components Application. An application for approval of components shall include all design and engineering information necessary to the system's performance and capabilities for its intended use. Each manufacturer of components products shall submit to the Division, a compliance control manual.

(2) Components Approval. Division approval of components shall be by letter of authorization with accompanying technical report. Each component built structure shall be identified with an insignia of compliance indicating the Division's approval.

Stat. Auth.: ORS 455.030, 455.100 & 455.110

Stats. Implemented: ORS 455.110

Hist.: DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0150; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0155****State Fees**

(1) Filing Fee: Registration as a prefabricated structure manufacturer:

(a) Each manufacturer or each plant manufacturing three or more relocatable structures per year \$100;

(b) Annual renewal of registration \$20;

(c) Administration fee for change of name, ownership or location of manufacturing facility \$20.

(2) Additional Fee for Travel to Out-of-State Inspections:

(a) Commercial travel shall be charged at the actual cost for bus, rail, air or ferry fare;

(b) Cost of food, lodging, car rental, parking and other reimbursable costs shall be charged at the rate established for per diem allowance set by the State of Oregon for State Employees;

(c) Out of state travel fees begin at the Oregon border or at the point of departure by commercial transportation.

(3) Plan Review Fees:

(a) Plan review fees except for plumbing and mechanical plan review, and the hourly design option plan review, shall be based upon **Table 1** or **2**; **Table 1** shall be used for all custom plan review fees and **Table 2** for all design plan review fees;

(b) The Division fee for structural plan review shall be 65 percent of the fee shown on **Table 1** or **2** less a discount of 11 percent of the calculated fee to allow for foundation plan review. The local enforcement agency structural plan review for foundations shall not exceed 65 percent of **Table 1** less a discount of 89 percent;

(c) The Division fee for fire and life safety plan review shall be 40 percent of the fee shown on **Table 1** or **2** less a discount of 11 percent for site work. The local enforcement agency fire and life safety plan preview shall not exceed 40 percent of the fee shown on **Table 1** less a discount of 89 percent;

(d) The fee for plumbing plan review shall be 25 percent of the fee adopted in the **Oregon Plumbing Specialty Code**;

(e) The fee for mechanical plan review shall be 25 percent of the fee adopted in the **Oregon Mechanical Specialty Code**;

(f) The hourly fee for design option plan review shall be \$60 per hour;

(g) The fee for renewal of design plans and design options previously reviewed and approved shall be 50 percent of the initial plan review fees;

(h) The fee for additional review of plans required by changes, addition or revisions shall be 50 percent of the initial plan review fees;

(i) An administrative fee of \$100 shall be charged for transfer of approved plans to another manufacturer;

(j) The fee for resubmission of plans that have expired or been revoked, shall be 100 percent of the appropriate plan review fee;

(k) An administrative fee of \$60 shall be charged for filing a Notice to Local Enforcement Agency;

(l) The valuation used to calculate plan review fees for subsections (a), (b) and (c) of this section may be based on the invoice price, FOB factory, of the prefabricated structure or based on the Division's published valuation table, whichever is less.

(4) **Manufacturer's Compliance Assurance Fees:**

- (a) To review manufacturing facility compliance control manual = \$400;
- (b) For resubmission of a compliance control manual that has been revoked or not approved = \$200;
- (c) To transfer a compliance control program = \$100;
- (d) For inplant and field evaluation or audit of a compliance control program = \$60 per hour.

(5) **Permit, Inspection and Service Fees:**

- (a) The Division fee for a permit for each prefabricated structure other than components, shall be computed at the rate of \$60 per hour, but shall not exceed 94 percent of **Table 1**. The local enforcement agency permit fee shall not exceed six percent of **Table 1** for site inspections;
- (b) The Division permit fee for component buildings shall not exceed 35 percent of **Table 1**. The local enforcement agency permit fee for component building installations shall not exceed 65 percent of **Table 1** for site inspections;
- (c) The Division permit fee for prefabricated sandwich panels shall be \$.03 per square foot of the total surface area for all panels erected. This fee shall be remitted to the Division within one month of the time the structure is erected at the building site. The local enforcement agency permit fee shall not exceed 35 percent of **Table 1** for site inspections;
- (d) The Division permit fee for building components not identified in subsections (b) and (c) of this section shall not exceed 35 percent of **Table 1**. The local enforcement agency permit fee for building component installations shall not exceed 65 percent of **Table 1** for site inspections.
- (e) Any required reinspection shall be charged at the rate of \$60 per hour but shall not exceed 50 percent of the initial permit fee in **Table 1**;
- (f) A fee of \$15 per hour shall be charged for technical consultation, with a minimum charge of one hour;
- (g) For an occupancy not found in the **ICBO Valuation Table** adopted in OAR 918-460-0030, use subsection (h) of this section to calculate permit fees
- (h) The valuation used to calculate permit fees for subsections (a), (b), (c) and (d) of this section may be based on the invoice price, FOB factory, of the prefabricated structure or based on the Division's published valuation table, whichever is less.

(6) **Insignia of Compliance Fees:**

- (a) For the first section or module \$50;
- (b) For each additional section or module \$35;
- (c) For building components and service cores \$50;

(7) **Third-party agency fees:**

- (a) Certification application review fee: \$400;
- (b) Certification renewal fee: \$200;

- (c) Certification amendment fee: \$60;
- (d) Application for recertification fee: \$400;
- (e) Monitoring fee: \$60 per hour;
- (8) Other Inspection Fees:

- (a) A special inspection fee shall be paid before a permit is issued for work started without a permit. The special inspection fee shall be equal to and in addition to the amount of the permit fee required by these rules;
- (b) In addition to the called for inspections, the issuing authority may make or require additional inspections to insure compliance with the provisions of the **Oregon Specialty Codes** and laws;
- (c) A reinspection fee may be assessed for each inspection or reinspection when the work for which an inspection is called is not complete or when required corrections are not made;
- (d) In no case shall the total plan review or permit fees collected for the initial construction and installation of a prefabricated structure, by the local enforcement agency and the Building Codes Division exceed 100 percent of **Table "3-A"** of the **Uniform Building Code** as adopted by the authority having jurisdiction, except for incomplete structures requiring additional inspections or plan reviews and site construction which is in addition to a standard foundation.

**Table 1**

**Permit Fees**

**Total Valuation Fee**

\$1 to \$500	\$10
\$501 to \$2,000	\$10 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$32.50 for the first \$2,000 plus \$6 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$170.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$283 for the first \$50,000 plus \$3 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 and up \$433 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction thereof

**NOTE:** **Table 1** is based on **Table No. 3-A** in the **1979 Uniform Building Code** and applies to prefabricated structure permits, inspections and custom plan reviews.

**NOTE:** Valuations used to calculate fees may be based on the invoice price, FOB factory, of the prefabricated structure or on the division's published valuation table, whichever is less.

**Table 2**

**Permit Fees**

**Total Valuation Fee**

\$1 to \$500 \$15

\$501 to \$2,000 \$15 for the first \$500 plus \$2 for each additional \$100 or fraction thereof, to and including \$2,000

\$2,001 to \$25,000 \$45 for the first \$2,000 plus \$9 for each additional \$1,000 or fraction thereof, to and including \$25,000

\$25,001 to \$50,000 \$252 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000

\$50,001 to \$100,000 \$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000

\$100,001 and up \$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof

**NOTE:** **Table 2** is based on **Table No. 3-A** in the **1988 Uniform Building Code** and applies to design plan and design option plan reviews only.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]



Stat. Auth.: ORS 455.030, 455.100, 455.110, 455.210 & 455.685

Stats. Implemented: ORS 455.210

Hist.: DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 9-1982, f. & ef. 3-1-82; Renumbered from 814-050-0155; BCA 17-1991 (Temp), f. 6-12-91, cert. ef. 7-1-91; BCA 37-1991, f. 10-23-91, cert. ef. 10-31-91; BCA 25-1992, f. 12-28-92, cert. ef. 1-1-93; BCA 9-1993(Temp), f. 5-28-93, cert. ef. 6-1-93; BCA 27-1993, f. 10-22-93, cert. ef. 11-1-93; BCD 19-1994, f. 8-30-94, cert. ef. 9-1-94; BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0200**

**Third-Party Inspection and Plan Review**

- (1) A supplier or manufacturer of prefabricated structures may contract with an Oregon certified third-party agency for plan review and inspection services under the provisions of ORS Chapter 455 and these rules.
- (2) Nothing in these rules shall prohibit a local enforcement authority (county or city) from applying for certification as a third-party inspection agency for a prefabricated structure supplier or manufacturer.
- (3) A prefabricated structure supplier or manufacturer shall not contract with more than one third-party agency for any one plant to provide plan review services or similar inspection services during the same time period.

**EXCEPTION:**A prefabricated structure supplier or manufacturer may employ several third-party agencies to perform inspections if each third-party is inspecting a different discipline, such as electrical, plumbing, structural or mechanical.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

**918-674-0210**

**Third-Party Certification Application**

- (1) Applicants for third-party certification shall submit an application on Division-supplied forms.
- (2) The application for third-party agency certification shall contain at least the following:
  - (a) Type of approval being requested (original approval, renewal or supplement);
  - (b) Applicant's name, address and telephone number;
  - (c) Type of business (individual, partnership, corporation or municipality);
  - (d) Names and titles of principals, officers, directors and major stockholders in third-party agency;
  - (e) Names and titles of all managers and supervisors employed by the third-party agency;
  - (f) Names and registration numbers of any Oregon registered architects and engineers employed by the third-party agency;
  - (g) Name of person(s) authorized to request and assign Oregon insignias of compliance;
  - (h) Names and certification numbers of all plans examiners and inspectors used by the third-party agency;

**NOTE:** The information required in subsections (d) through (h) of this section may be submitted on an organizational chart.

(i) Names of prefabricated structure manufacturers with whom the third-party agency intends to contract, and if this information is not available, the geographical areas in which the third-party agency intends to work; and

(j) Name and policy number of the errors and omissions insurance carrier.

(3) The applicant for third-party agency certification shall submit resumes containing qualifications of all persons involved in the management of the agency except for persons certified as a plans examiner, inspector or building official or registered as an engineer or architect.

(4) Each application for certification shall contain a signed statement by the owner(s) or senior officers of the third-party agency declaring the third-party agency and its employees are free of any conflict of interest or collusion including, but not limited to, those activities listed in OAR 918-674-0240 and 918-674-0250. In the case of a municipal third-party agency, the statement shall be signed by the person so authorized by the municipality's governing body.

(5) Each application for certification shall contain the signature and typed or printed name(s) of the owner(s) or senior officers of the third-party agency and the date of application submission. In the case of a municipal third-party agency, the application shall be signed by the person so authorized by the municipality's governing body.

(6) Each application for certification shall be accompanied by a fee as required in OAR 918-674-0155.

(7) The Division shall approve or deny any completed application for third-party agency certification within 60 days of receipt.

(8) Persons denied certification as a third-party agency from the Division may appeal this decision to the Administrator according to OAR 918-674-0270(4).

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0220**

### **Inspector Certification Requirements**

(1) An Oregon certified third-party agency shall employ inspectors and plans examiners who are certified by the Division in accordance with OAR Chapter 918, Division 99, 918-260-0100, 918-750-0050 and the following:

(a) Each inspector or plans examiner working for or as a third-party agency shall be certified for the specific type of inspections or plan reviews that person will be performing;

(b) Third-party agencies employing Limited One and Two Family Dwelling Electrical Inspectors shall comply with OAR 918-260-0100(2)(a)(A); and

(c) Third-party agencies employing Limited One and Two Family Dwelling Plumbing Inspectors shall comply with OAR 918-750-0050(11)(b)(A)(i).

(2) A third-party agency shall assure that all certified inspectors and plans examiners maintain their minimum continuing education credits required by OAR Chapter 918, Division 99, 918-260-0100 and 918-750-0050.

(3) A third-party agency shall submit to the Division an amended application within ten days of the day any certified

inspection or plans examiner staff is hired or discharged from the employment of that agency.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0230**

### **Insurance Requirements**

- (1) Oregon certified third-party agencies shall be protected with a minimum one million dollar general liability insurance policy.
- (2) All applicants for certification as a third-party agency shall provide proof of insurance, including but not limited to the name of the insurance company, the amount for which insured and the policy number.
- (3) Third-party agencies shall authorize their insurance carrier to notify the Division upon any change to or cancellation of the insurance required by section (1) of this rule.
- (4) Third-party agencies who cancel or lose the minimum required insurance shall have their certification revoked.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96; BCD 29-1996(Temp), f. 12-31-96, cert. ef. 1-1-97; BCD 4-1997, f. 3-18-97, cert. ef. 4-1-97

## **918-674-0240**

### **Conflict of Interest and Collusion**

- (1) A third-party agency and its agents shall be free of any conflicts of interest, affiliation, influence, collusion, control or fraud involving any supplier or manufacturer of prefabricated structures with whom it has contracted to perform plan review or inspection services. This prohibition shall include, but not be limited to, the following:
  - (a) A third-party agency and its owners, directors, management personnel, architects, engineers, plans examiners or inspectors shall not hold stock or have any ownership or managerial affiliation with any supplier, dealer, distributor or manufacturer of prefabricated structures;
  - (b) A third-party agency shall not rent, lease, sell or promote any prefabricated structure or product;
  - (c) The employment status of any third-party agency personnel shall be free of influence or control by any dealer, distributor, supplier or manufacturer of prefabricated structures;
  - (d) A third-party agency shall not review or approve plans or inspect any work which was produced or participated in whole or in part by a member of the third-party agency's staff or by a member of the staff of any affiliated organization;
  - (e) When a third-party agency contracts with a supplier or manufacturer of prefabricated structures to perform plan review or inspection services, it shall, within ten days of signing, provide a statement to the Division that it is free of any conflicts of interest, affiliation, influence, collusion, control or fraud in connection with the supplier or manufacturer; and

(f) A third-party agency shall not perform or participate in design consulting or engineering services for the same prefabricated structure manufacturer(s) with which it has contracted to perform plan review or inspection services.

(2) Suppliers or manufacturers of prefabricated structures shall be free of any conflicts of interest, affiliation, influence, collusion, control or fraud involving any certified third-party agency with whom it has contracted to perform plan review or inspection services. This prohibition shall include, but not be limited to:

(a) A supplier or manufacturer and its owners, directors, management personnel, architects or engineers shall not hold stock or have any ownership or managerial affiliation with any certified third-party agency;

(b) The employment status of any supplier or manufacturing personnel shall be free of influence or control by any certified third-party agency;

(c) No employee or officer of a supplier or manufacturer shall perform consulting or engineering services for the same third-party agency with whom it has contracted to perform plan review or inspection services.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0250

### Contractual Agreements

(1) Oregon certified third-party agencies shall execute a written contract with any supplier or manufacturer of prefabricated structures for the performance of plan review or inspection services.

(2) Contracts shall describe all services to be rendered by the third-party agency to the supplier or manufacturer of prefabricated structures and the method of computing payment for the services.

(3) Contracts between third-party agencies and suppliers or manufacturers of prefabricated structures shall not contain any language or intent which is in violation of Oregon law, the **State Building Code** or these rules.

(4) A copy of each contract shall be submitted to the Division for approval within ten days of signing and not less than 30 days prior to the third-party agency commencing work under the contract.

(5) The Division shall disapprove any contract found in violation of ORS Chapter 455 or these rules.

(6) A third-party agency shall, within ten days of cancellation of a contract, notify the Division in writing of the circumstances which led to the contract cancellation.

(7) A third-party agency shall submit to the Division a copy of the renewed contract within ten days of renewal and not less than 30 days prior to the effective date of the renewed contract.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0260

## **Third-Party Certification Renewal**

(1) Oregon certified third-party agencies shall submit a request for certification renewal by April 1, 2000, and every three years thereafter.

(2) The renewal request shall be submitted on forms supplied by the Division along with the appropriate fees.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0270**

### **Revocation of Third-party Certification and Appeal Process**

(1) The Division may deny, suspend, revoke or cancel a third-party agency's certification if the Division finds the third-party agency has violated Oregon law, the State Building Code, these rules or has:

- (a) Employed or contracted with uncertified inspectors and plans examiners;
- (b) Failed to control and provide for the security of insignias of compliance;
- (c) Failed to perform plan reviews or inspections to the State Building Code;
- (d) Failed to maintain plan review or inspection report records;
- (e) Failed to perform plan reviews or inspections in a timely manner at the frequency required;
- (f ) Failed to meet the Division's reporting requirements; or
- (g) Failed to pay the appropriate fees to the Division.

(2) The division shall deny, suspend, revoke or cancel a third-party agency certification if the Division finds the third-party has:

- (a) Entered into a conflict of interest as described in these rules;
- (b) Provided or participated in design or engineering work of or for a client;
- (c) Submitted false information in its application for certification;
- (d) Altered or falsified plan review or inspection reports or records; or
- (e) Failed to obtain or maintain general liability insurance.

(3) When a third-party agency certification has been revoked by the Division, the third-party agency shall immediately return all unused insignias of compliance to the Division.

(4) A third-party agency whose certification has been denied, suspended, revoked or canceled may submit a formal appeal to the Administrator and request contested case procedures under the Administrative Procedures Act, ORS Chapter 183.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96; BCD 4-1997, f. 3-18-97, cert. ef. 4-1-97

## **918-674-0280**

### **Record Keeping Requirements**

Third-party agencies shall maintain records and copies of plan review reports, inspection reports, test reports, insignia reports, inspector certifications, inspector continuing education and proof of insurance for a minimum of four years following expiration or use.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## **918-674-0290**

### **Reporting Requirements**

(1) Each Oregon certified third-party agency shall submit a monthly activity report to the Division by the tenth day of each month for the preceding month.

(a) The monthly activity report shall be on Division-supplied forms or submitted by electronic mail, if available.

(b) Monthly activity reports shall be completed for each manufacturer with which the third-party agency contracts and shall contain:

(A) The third-party agency's name, address, telephone number and certification number;

(B) The date of the report and the reporting period;

(C) The name and identification number of the manufacturer;

(D) The total number of prefabricated structure inspections or plan reviews, the total number of prefabricated structures reinspected and the total number of prefabricated structures produced for siting in Oregon;

(E) The total number of insignias of compliance issued by the third-party agency;

(F) Signed copies of all insignia of compliance applications;

(G) The number, type and date of all tests observed by the third-party agency;

(H) The serial number, plan approval number, occupancy, insignia of compliance number of each prefabricated structure inspected;

(I) The destination of each prefabricated structure inspected including street address and city; and

(J) The signature, printed name and title of the authorized person submitting the activity report.

- (2) Any amendments to the third-party's certification approval not already reported shall be attached to the monthly activity report.
- (3) The third-party agency shall, upon discovery, immediately submit any corrections to the monthly activity report to the Division.
- (4) Third-party agencies shall recommend to the Division the cancellation of the Division's registration of a prefabricated structure supplier or manufacturer when:
  - (a) Inspections reveal the manufacturer consistently fails to comply with approved plans or the **State Building Code**;
  - (b) A manufacturer relocates or makes changes to the quality assurance program without giving prior notice to the third-party and the Division; or
  - (c) A manufacturer builds prefabricated structures without first obtaining approved plans.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

## 918-674-0300

### Monitoring of Third Parties

- (1) The division shall conduct monitoring of certified third-party agencies with or without prior notice during any reasonable time.
- (2) Division monitoring may take place at the third-party agency office, at the manufacturing facility, at dealer or distributor lots or at the installation site.
- (3) The Division shall review and monitor the records and performance of each third-party agency to assure conformance with ORS Chapter 455, the **State Building Code** and these rules. The Division shall review and monitor each third-party agency at least once every three months or see at least ten percent of a third-party agency's work.
- (4) The third-party agency or the manufacturer shall make available to the Division all requested documents including but not limited to:
  - (a) Inspection reports;
  - (b) Reviewed and approved plans;
  - (c) Insignia of compliance records;
  - (d) Notices to local enforcement agencies;
  - (e) Test records and reports;
  - (f) Alternate methods and materials approvals;
  - (g) Contracts; and
  - (h) Continuing education records.

(5) Third-party agencies shall pay all monitoring fees according to OAR 918-674-0155.

Stat. Auth.: ORS 455.705

Stats. Implemented: ORS 455.705

Hist.: BCD 7-1996, f. 3-29-96, cert. ef. 4-1-96

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 690**

**JOURNEYMAN PLUMBER'S CERTIFICATES OF COMPETENCY**

**918-690-0000**

**Reasonable Notice to Interested Parties**

Prior to the adoption, amendment or repeal of any rule regulating plumbing under ORS, Chapters 447 or 693, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 15 days prior to the effective date;
- (2) By mailing a copy of the notice to persons on the State Plumbing Section's mailing list established pursuant to ORS 183.335(7);
- (3) By mailing a copy of the notice to the following organizations:
  - (a) Portland Association of Plumbing, Heating and Cooling Contractors;
  - (b) Willamette Association of Plumbing, Heating and Cooling Contractors;
  - (c) Oregon State Association of Plumbing, Heating and Cooling Contractors;
  - (d) Independent Plumbing Contractors of Oregon, Inc.;
  - (e) Northeastern Oregon Association of Plumbing, Heating and Cooling Contractors;
  - (f) Central Oregon Mechanical Contractors Association;
  - (g) Rogue Valley Master Plumbers Association;
  - (h) United Association of Journeyman Plumbers;
  - (i) Homebuilders' Association of Portland;
  - (j) Oregon State Homebuilders' Association;

- (k) League of Oregon Cities;
- (l) Associated Oregon Counties;
- (m) Housing and Urban Development (HUD);
- (n) Cascade Chapter of International Association of Plumbing and Mechanical Officials;
- (o) Department of Environmental Quality;
- (p) Oregon State Health Division;
- (q) Oregon Mobile Home Dealers' Association;
- (r) American Society of Plumbing Engineers;
- (s) International Association of Building Officials;
- (t) Building Codes Division;
- (u) Oregon State Plumbing Board;
- (v) Associated Press; and
- (w) United Press International.

Stat. Auth.: ORS Ch. 447 & 693

Stats. Implemented: ORS 183.335

Hist.: DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0000

## **918-690-0005**

### **Definitions**

- (1) "Administrator" means the Administrator of the Building Codes Division.
- (2) "Board" means the State Plumbing Board.
- (3) "Commercial or Industrial Installation" means an installation of plumbing fixtures in a commercial or public building and in areas of an apartment building, hotel, motel, or similar residential structure, open and available for use by the public at large, or by employees.
- (4) "Division" means the Building Codes Division.
- (5) "Limited Specialty Plumber" means any person holding a valid limited specialty plumber's certificate of competency issued under ORS 693.103 and these rules.
- (6) "Plumbing Code" means the duly adopted **Oregon State Plumbing Specialty Code**.
- (7) "Equivalent Experience" means experience gained outside the State of Oregon equal to general plumbing experience or limited plumbing experience.
- (8) "General Plumbing Experience" means experience equivalent to the standards of the Oregon State Apprenticeship

Program.

(9) "Limited Plumbing Experience" means experience equivalent to the standards of the Oregon State Apprenticeship Program for specific categories of limited specialty plumber.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 447.020, 455.110 & 693.103

Stats. Implemented: ORS 447.020

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-21-500; DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-20-006; BCA 18-1991, f. & cert. ef. 6-12-91; BCA 19-1993(Temp), 8-26-93, cert. ef. 9-1-93; BCA 26-1993, f. 10-22-93, cert. ef. 11-1-93

## **918-690-0010**

### **Application for Examination**

(1) Any person requesting examination for a journeyman or a limited specialty plumber's certificate of competency shall submit to the Division a written application on the forms furnished by the Division and the examination fee required in OAR 918-690-0015.

(2) Each application for examination for a journeyman or limited specialty plumber's certificate of competency shall be filed with the Division at least 30 days prior to the day on which the applicant may be scheduled to appear for the examination.

(3) All questions on the application forms shall be answered to the satisfaction of the Board before the applicant may be admitted for examination.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-021-0502; DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0010; BCA 18-1991, f. & cert. ef. 6-12-91

## **918-690-0015**

### **Examination Fees**

The following fees are adopted for examination, re-examination, certificate of competency, or renewal of certificate:

(1) Application for written examination and practical examination for a journeyman plumber's certification of competency, \$35.

(2) Journeyman plumber's certificate of competency, original and biennial renewal including \$10 per year continuing education charge, \$95.

(3) Examination for a Limited Specialty Plumber's Certificate of Competency, \$100.

(4) Limited Specialty Plumber's Certificate of Competency, original and biennial renewal, \$100.

(5) Annual registration to conduct a plumbing business, original or renewal, \$150.

Stat. Auth.: ORS 693.100 & 693.135

Stats. Implemented: ORS 693.103

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-021-0504; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 2-1983, f. & ef. 1-3-83; BCA 5-1988, f. & ef. 2-23-88; Renumbered from 814-020-0015; BCA 4-1991(Temp), f. & cert. ef. 2-28-91; BCA 18-1991, f. & cert. ef. 6-12-91; BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93; BCD 25-1994, f. 10-26-94, cert. ef. 11-1-94; BCD 15-1996(Temp), f. & cert. ef. 7-1-96; BCD 20-1996, f. 9-30-96, cert. ef. 10-1-96

## 918-690-0020

### Duties of the Board and Division

- (1) The Board shall examine for fitness and qualifications all individuals applying for certificates to engage in the business, trade or calling of a journeyman plumber or limited specialty plumber.
- (2) The Division shall notify applicants they are eligible for the examination.
- (3) The examination for a certificate as a journeyman plumber shall consist of the following two parts:
  - (a) A written examination approved by the Board. The examination shall cover plumbing knowledge of scientific and engineering principles relating to hydraulics, the **State Plumbing Code**, rules and trade practices; and
  - (b) A practical examination requiring the demonstration of plumbing skills.
- (4) Practical examinations shall be given in a test lab as determined by the Board to facilitate an applicant's request for licensing.
- (5) The Board hereby fixes the minimum qualifications of applicants for certificates of journeyman plumber as:
  - (a)(A) Having at least four years of general experience legally obtained as an apprentice plumber under supervision of a licensed journey-man plumber or equivalent experience;
  - (B) Proof of four years of general plumbing experience may be satisfied by:
    - (i) Satisfactory completion of a plumbing apprentice program approved by the State of Oregon; or
    - (ii) Possession of a certificate of competency as a journeyman plumber from another jurisdiction that is included on an approved list created by the board pursuant to ORS 670.380 or if not included on the list, which requires four years of general plumbing experience to obtain a journeyman plumber license or is otherwise deemed equivalent by the Board; or
    - (iii) Applicants claiming journeyman plumber experience in a jurisdiction without certificate of competency must meet the requirements of subsections (5)(b) through (f) of this rule.
  - (b) Proficiency in reading and understanding engineering and architectural drawings and plans sufficient to be able to prepare a bill of materials and lay out a plumbing system, as demonstrated by a score of 75 percent or more on a Board-approved written examination; and
  - (c) Proficiency in mathematics sufficient to compute areas of regular plane figures, volumes of regular solids, slopes, offsets, clearances, and weights of piping as demonstrated by a grade of 75 percent or more on a Board-approved written examination; and
  - (d) Skill in the selection and use of tools, materials and techniques commonly utilized in the trade of plumbing as demonstrated by passage with a score of 75 percent or more on the practical examination; and

- (e) Familiarity with the requirements of the **State Plumbing Code**, administrative rules relating to plumbing and plumbers, and general scientific principles covering hydraulics as demonstrated by a grade of 75 percent or above on a Board-approved written examination; and
- (f) Mechanical skills and aptitude sufficient to be able to fabricate and assemble pipes, fixtures and other apparatus for conveying liquids in a safe, healthful and workmanlike manner as demonstrated by passage of a practical examination with a passing grade of 75 percent or more. All documents showing proof of experience shall be verifiable by the Division and approved by the Board.
- (6) Applicants who have completed an Oregon Plumbing Apprenticeship program or applicants who possess a Journeyman Plumbing Certificate from another jurisdiction deemed equivalent by the Board may take the monthly examination(s) at its regularly scheduled time. The examination shall be taken before the Chief Plumbing Inspector or the Chief Plumbing Inspector's designated representative, as determined by the Board. The Board may schedule special dates and times for examinations upon a showing of special circumstances. (Applicants shall be given reasonable notice of testing dates.)
- (7) Applicants applying for a Journeyman Plumber's Certificate under equivalent experience shall show proof to the Board of four years of general plumbing experience as outlined in OAR 918-690-0025 and 918-690-0030. Plumbing experience shall be verified by receipt of affidavits from a journeyman plumber and a plumbing contractor attesting to the specific experience.
- (8) The examination for a certificate as a limited specialty plumber shall consist of the following two parts:
- (a) A written examination approved by the Board that is applicable to the limited specialty certificate applied for covering plumbing knowledge of scientific and engineering principles relating to hydraulics, the **State Plumbing Code**, rules and trade practices;
- (b) Applicants shall pass the written examination before being allowed to take the practical examination.
- (9) Practical examinations shall be given in a test laboratory as determined by the Board to facilitate an applicant's request for licensing.
- (10) Applicants rejected as unqualified shall be given written findings of the reason(s) for their rejection. Where rejection is based only on the results of the test, the Board shall so note and the applicant may be retested upon application and payment of the examination fees, utilizing alternate tests. Applicants who fail a second test shall be prohibited from retaking the test until completion of additional training approved by the Board. Applicants failing a third test shall be prohibited from retaking this test until the next regularly scheduled test, not less than one year after the third test. If the applicant passed, the Division is authorized to issue a certificate.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 693.100 & 693.135

Stats. Implemented: ORS 693.103

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 91(Temp), f. & ef. 6-23-77 thru 10-20-77; DC 9-1978, f. & ef. 3-16-78; DC 25-1978, f. 9-5-78, ef. 9-20-78; DC 5-1980, f. 6-4-80, ef. 7-1-80; Renumbered from 814-021-0508; DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0020; BCA 4-1991(Temp), f. & cert. ef. 2-28-91; BCA 18-1991, f. & cert. ef. 6-12-91; BCA 22-1991(\*Temp), f. 6-21-91, cert. ef. 7-1-91; BCA 28-1991, f. 8-29-91, cert. ef. 8-30-91; BCD 25-1994, f. 10-26-94, cert. ef. 11-1-94

## 918-690-0025

### Equivalency Requirements for Journeyman

(1) Minimum Qualifications of Applicant:

(a) Age. Be at least 21 years old;

(b) Education. Educational achievement levels of at least high school diploma or equivalent GED certificate.

(2) Work Process and Minimum Hours. Applicants for acceptance under equivalent requirements must show proof of the following minimum work processes and hours of on-the-job training:

(a) Sewerage: Sanitary and Storm Piping, Disposal:

(A) Residential, 500 Minimum Category Hours;

(B) Commercial, 500.

(b) Drainage, Waste and Vent Piping (DWV):

(A) Residential, 1,200 Minimum Category Hours;

(B) Commercial, 1,200 Minimum Category Hours.

(c) Soldering, Brazing, Welding:

(A) Residential, 200 Minimum Category Hours;

(B) Commercial, 200.

(d) Water: Supply, Services, Mains, Appurtenances:

(A) Residential, 1,000 Minimum Category Hours;

(B) Commercial, 1,000.

(e) Fixtures, Appliances, Trim and Supports:

(A) Residential, 700 Minimum Category Hours;

(B) Commercial, 700 Minimum Category Hours.

(f) Miscellaneous Plumbing, Piping, Repair and Maintenance:

(A) Residential, 250 Minimum Category Hours;

(B) Commercial, 250 Minimum Category Hours.

(g) Total Minimum Subject Hours:

(A) Residential, 3,850 Minimum Category Hours;

(B) Commercial, 3,850 Minimum Category Hours.

(3) Total Hours Required. In no case shall the minimum work hours under each subject be less than the hours specified. The total plumbing work experience to be a journeyman plumber shall be at least 7,700 hours performing tasks listed in subsections (2)(a) through (g) of this rule. A person having more than the minimum experience hours in any one subject may substitute up to 20 percent of the minimum experience hours needed between the minimum residential and commercial experience hours.

(4) Related Training for Journeyman Plumbers. Applicants applying for a Journeyman Plumbers License shall submit transcripts in the following related training classes showing 144 hours per year of related experience as follows:

- (a) Materials, Tools, Equipment;
- (b) Mathematics, Science;
- (c) Soldering and Brazing;
- (d) Plumbing and Related Codes;
- (e) Drainage (DWV) Installations;
- (f) Water Systems, Installations.

Stat. Auth.: ORS Ch. 447 & 693.103

Stats. Implemented: ORS 693.103

Hist.: DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0021; BCA 18-1991, f. & cert. ef. 6-12-91

## **918-690-0030**

### **Acceptance of Military Training**

Military training in the plumbing field will be accepted for the license applied for under the equivalency requirements as determined by the Board. Applicants for acceptance of military training must submit written transcripts from their Commanding Officer showing types of experience gained and approximate hours of actual experience.

Stat. Auth.: ORS Ch. 447 & 693

Stats. Implemented: ORS 693.050

Hist.: DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0022

## **918-690-0032**

### **Apprentice Registration Required**

Any person who performs plumbing work as a helper, learner or trainee is required to be registered with the Board as set forth in these rules and is required to have a valid apprentice plumber's identification card and be indentured under ORS Chapter 660. Such person is authorized to assist a journeyman in the performance of work in the trade or branch of the trade in which the journeyman is certified.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.030

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91

## **918-690-0035**

## **Certificate of Competency**

Journeyman and limited specialty plumber's certificates of competency shall be issued only to persons who have qualified and paid the required certificate fees in accordance with the provisions of ORS Chapter 693 and the administrative rules of the Division pertaining to plumbers.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-21-510; Renumbered from 814-020-0025; BCA 18-1991, f. & cert. ef. 6-12-91

### **918-690-0037**

## **Certificate of Competency Required**

No person shall perform work limited to installing repairing, altering or replacing potable water treatment equipment without holding a certificate of competency as a journeyman or a category "A" Limited Specialty Plumber. A person holding an "A" category Limited Specialty Plumber certificate of competency is allowed to make connections to the potable water system and indirect waste connections to existing drain waste and vent systems. This license shall not permit the performance of the installation, alteration or remodel of drain, waste and vent piping systems.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91

### **918-690-0038**

## **Limited Specialty Plumber Minimum Qualifications**

(1) The minimum qualifications of applicants for certification as a Limited Specialty Plumber, by category, are:

(a) Category "A": Proof satisfactory to the Board that the applicant has a minimum of 18 months of limited plumbing experience equivalent to standards of the Oregon State Apprenticeship Program for category "A" Limited Specialty Plumber, under the direct supervision of a licensed journeyman plumber or a licensed category "A" Limited Specialty Plumber or equivalent experience as set forth in OAR 918-690-0039. Proof shall include a description of the work experience of the applicant and verification as to the actual time period (months, days, hours, etc.) over which the experience was obtained; and

(b) Pass examinations as set forth in OAR 918-690-0020(3)(a) and (b) by a grade of 75 percent or more.

(2) Upon passing the examinations, and payment of the biennial license fee, the applicant will be issued a Limited Specialty Plumber certificate of competency.

(3) Applicants rejected as unqualified shall be given written findings of the reason(s) for their rejection. Where rejection is based only on the results of the test, the Board shall so note and the applicant may be retested, upon application and payment of the examination fees, utilizing alternate tests. Applicants who fail a second test shall be prohibited from retaking the test until the next regularly-scheduled test, not less than one year after the second test. Applicants failing a third test shall be prohibited from retaking this test until passage of a time period and/or extended training as determined by the Board. If the applicant passes, the Division is authorized to issue a certificate.



(4) Any applicant aggrieved by a determination of staff may appeal to the Board in writing, setting forth specifically the acts of omissions alleged to be erroneous.

Stat. Auth.: ORS 693.100 & 693.135

Stats. Implemented: ORS 693.103

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91; BCD 25-1994, f. 10-26-94, cert. ef. 11-1-94

## **918-690-0039**

### **Equivalent Requirements for Limited Specialty Plumber**

(1) Minimum qualifications of applicant -- Category "A":

(a) 18 years of age;

(b) High school graduate or General Education Development (GED). Provide a transcript of same.

(2) Work processes and approximate hours: applicant for acceptance applying under "equivalent" requirements must show proof of the following minimum work processes and hours of on-the-job training:

(a) Indirect Waste Piping, 250 Minimum Category Hours;

(b) Water Supply, Services and Appurtenances, 1,000 Minimum Category Hours:

(A) Pipe sizing;

(B) Fixture unit calculations;

(C) Pumps and pressure systems;

(D) Design -- Present/planned plumbing system.

(c) Water Treatment Equipment Installation and Service Minimum Category Hours, 1,750 Minimum Category Hours:

(A) Backflow prevention;

(B) Cross connection prevention:

(d) Total Minimum Subject Hours, 3,000 Minimum Category Hours.

(3) Related training for category "A" Limited Specialty Plumbers. Applicants applying for a category "A" Limited Specialty Plumber Certificate of Competency shall submit transcriptions in the following related training classes showing approximately 144 hours per year of related experience as follows:

(a) Materials, tools and equipment;

(b) Mathematics and science;

(c) Safety regulations -- OSHA and state;

(d) Soldering and brazing;

- (e) Basic first;
- (f) Blueprints and drawing training;
- (g) Plumbing and related codes;
- (h) Indirect waste piping;
- (i) Water systems.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91

## **918-690-0041**

### **Verifiable Proof**

(1)(a) Applicants for category "A" Limited Specialty Plumber examinations under "equivalent" requirements must show verifiable proof of the following minimum work processes and hours of on-the-job training;

(b) Having at least 18 months of experience, legally obtained, installing, maintaining and repairing water treatment equipment as an apprentice under the supervision of a licensed journeyman plumber or a category "A" licensed Limited Specialty Plumber.

(2) Proof of 18 months of experience may be satisfied by:

(a) Satisfactory completion of a category "A" Limited Specialty Plumber apprentice program approved by the Board; or

(b) Possession of a certificate of competency as a "Limited Specialty Plumber Water Treatment Equipment Installer" from another jurisdiction which requires 18 months of experience installing, maintaining and repairing water treatment equipment to obtain such "certificate" and which is deemed equivalent by the Board.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91

## **918-690-0045**

### **Revocation of Certificate**

The Board may revoke or suspend the Oregon Certificate of Competency issued to any person in accordance with ORS 693.090.

Stat. Auth.: ORS Ch. 639

Stats. Implemented: ORS 693.090

Hist.: DC 4, f. 8-13-71, ef. 9-11-71; DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-21-512; Renumbered from 814-020-0030

**918-690-0050****Certificate Expiration**

(1) Each Certificate of Competency shall bear an annual expiration date as established by ORS Chapter 693 and may be renewed without re-examination upon application and payment of renewal fee.

(2) No Certificate of Competency shall be renewed by the Division after 90 days of the expiration date thereof without the holder retaking the examination, in accordance with OAR 918-690-0020, and obtaining a minimum grade of 75 percent on both the written and practical examinations.

Stat. Auth.: ORS 693.100 & 693.103

Stats. Implemented: ORS 693.075

Hist.: DC 25-1978, f. 9-5-78, ef. 9-20-78; Renumbered from 814-021-0514; DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0035; BCA 4-1991(Temp), f. & cert. ef. 2-28-91; BCA 18-1991, f. & cert. ef. 6-12-91

**918-690-0052****Procedures for Submitting Training Proposals for Approval of the State Plumbing Board Under ORS 693.103(1)**

(1) The employer shall submit to the Oregon State Plumbing Board a detailed description of the training program and the means of administration thereof for the branch of the plumbing trade which the employer will conduct upon approval of the program under ORS 693.103 (2).

(2) Program description shall include:

(a) The term of on-the-job training, including the minimum time required to learn, and the maximum time required by the employer to provide training, including any procedures for evaluating and crediting prior plumbing experience of the trainee;

(b) A breakdown of the job experience into work processes, and the number of hours of on-the-job training to be devoted to each work process;

(c) Provisions for related instructional training, including the total hours of related training in addition to the on-the-job training; a breakdown of the related training into segments of instruction and hours to be devoted to each segment; where and during what hours the related training shall take place, the name of the related training instructor, if any, along with the instructor's qualifications in subject matter by experience and training; or the name of the correspondence course, together with any supplemental material to be used for related training;

(d) The type and degree of on-the-job supervision of the trainee, including provision for assigning trainees to work under the supervision of a licensed journeyman or limited specialty plumber to the full extent necessary to insure proper training.

(3) Procedures to provide for periodic evaluation and reporting of the trainee's program effectiveness, and the maintenance of records of these evaluations which can be made available to the Building Codes Division and the State Plumbing Board.

(4) Methods of evaluating the trainee and reporting the evaluations at least annually to the Division and the Board. Evaluations include rating of the trainee's on-the-job progress by the trainee's supervisor and testing of the trainee's related training progress by the trainee's instructor or through a correspondence school

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: BCA 18-1991, f. & cert. ef. 6-12-91

**918-690-0055**

**License Exemptions**

No license is required for:

(1) A person to do the person's own work on the person's own building on the person's own premises, if the person complies with OAR Chapter 918, Division 690 and the **Plumbing Specialty Code**.

(2) Test, repair, service, maintain, install or replace any new or existing potable water pump equipment not exceeding seven and one-half horsepower on residential property and piping between such pump and storage tanks for such pumps, provided the person complies with all other provisions of OAR Chapter 918, Division 690.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447 & 693

Stats. Implemented: ORS 693.020

Hist.: DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0040

**918-690-0060**

**Violations and Penalties**

(1) Any person who violates any provision of OAR Chapter 918, Division 690 or ORS 447.010 to 447.140 or 693.010 to 693.135 shall be given notice of such violation and may be assessed a civil penalty. Pursuant to ORS 447.160 and 693.190, a civil penalty imposed under this section shall be in an amount determined by the Board, but not more than \$1,000 for each offense.

(2) In determining whether or not a violation exists, the Board may delegate investigative and notice responsibilities to the Division. The investigative and hearing processes shall comply with the procedural requirements of ORS Chapter 183 and the Administrative Rules adopted thereunder.

Stat. Auth.: ORS Ch. 447 & 693

Stats. Implemented: ORS 447.020 & 693.190

Hist.: DC 2-1983, f. & ef. 1-3-83; Renumbered from 814-020-0045

**918-690-0065**

**Civil Penalty Amounts Established by the Board**

(1) Policy. This rule adopts guidelines for assessing civil penalties for violation of plumbing program statutes and rules. Civil penalties shall be:

(a) Sought for the maximum amount set in this guideline;

(b) Assessed following this guideline, except the Board may vary from this guideline and assess a lesser amount or waive assessment of a civil penalty, if it deems that mitigation is merited in an individual case.

(2) Guideline:

(a) For statutory violations. Violation of plumbing statutes shall be assessed \$500 for the first violation and \$1,000 for subsequent violations. This includes but is not limited to violations of:

(A) ORS 447.030(1) (engaging in the business of plumbing without a certificate of registration);

(B) ORS 447.040 (engaging in the business of plumbing, advertising or purporting to conduct a plumbing business without a certificate of registration);

(C) ORS 693.030(1) (engaging in the trade or business of journeyman plumber without licensing);

(D) ORS 693.030(2) (employing unlicensed or unauthorized persons and other things); and

(E) ORS 447.156 which prohibits offer, sale or disposition of an uncertified plumbing product.

(b) Violation of OAR 918-780-0010(1) (for no permit) shall be assessed \$500 for each violation.

(c) Violation of all plumbing administrative rules other than OAR 918-780-0010(1) shall be charged \$500 for the first violation and \$1,000 for subsequent violations. This includes but is not limited to violations of:

(A) OAR 918-780-0010(3) (dealing with calling for inspections);

(D) OAR 918-780-0010(4) (dealing with corrections required).

Stat. Auth.: ORS 447.160 & 693.190

Stats. Implemented: ORS 693.103

Hist.: DC 2-1983, f. & ef. 1-3-83; DC 15-1985, f. & ef. 7-1-85; Renumbered from 814-020-0050; BCA 14-1990, f. & cert. ef. 6-13-90; BCA 18-1991, f. & cert. ef. 6-12-91; BCA 22-1993(Temp), f. & cert. ef. 10-15-93; BCD 7-1994, f. 3-11-94, cert. ef. 4-1-94

## **918-690-0075**

### **Limited Specialty Plumber Classification for Limited Maintenance Electrical Contractors**

(1) Authorization and Scope. This rule is authorized by ORS 693.103 and creates a limited specialty plumbing license to install and replace residential water heaters.

(2) Creation of Classification. A "limited specialty residential water heater plumbing license" is created.

(3) Persons Eligible for Licensing. A registered plumbing contractor also licensed under ORS 479.630(11) as an electrical limited maintenance specialty contractor can apply for this license. This allows licensing of:

(a) An individual holding a Limited Maintenance Specialty Contractor License;

(b) Officers or employees designated by a corporate Limited Specialty Contractor; or

(c) Any partner where a partnership is the Limited Specialty Contractor.

(4) Employees of a sole proprietor or of a partnership identified in subsections (3)(a) and (c) of this rule cannot be licensed under this rule.

(5) Procedure for Licensing. An applicant for licensing shall:

(a) Pay a \$25 examination and \$50 biennial license fee;

(b) Have the application signed by the plumbing-electrical contractor;

(c) Attend an approved eight-hour training class for limited specialty residential water heater plumbing installation; and

(d) Pass an approved examination.

(6) Training Class and Examination Requirements:

(a) A limited specialty residential water heating plumbing class shall meet the following requirements for Chief Plumbing Inspector approval:

(A) The class shall be at least eight hours long including breaks and an examination;

(B) Be taught by a person approved by the Chief Plumbing Inspector;

(C) Cover the requirements for installation of residential water heaters and the related administrative and enforcement provisions in statutes, rules and codes.

(b) The examination shall test applicant's knowledge of the items covered in subsection (a)(C) of this section.

(7) Scope of Plumbing Authorized. As used in ORS 693.103(2):

(a) "Installation and replacement of one- or two-family dwelling residential water heaters" includes open (non-covered and not intended to be covered) plumbing work in a one and two family dwelling related to:

(A) Replacement or fuel conversion of an existing water heater;

(B) Installation of up to two nipples with no nipple exceeding six inches and flex piping not exceeding 24 inches for each of the cold and hot water connections; and

(C) Installation of piping and related appurtenances applicable to the temperature pressure relief valve;

(b) "Existing plumbing" means the exposed pre-installed cold water supply piping used or designed to connect to the water heater extending to the exposed cold water shut-off supply valve. If there is no cold water shut-off supply valve, "existing plumbing" extends to and includes the connected water heater and does not allow a replacement by a limited specialty plumbing licensee under these rules.

(c) "Alteration of existing plumbing" means any changes to existing plumbing and includes installation or replacement of a cold water shut-off supply valve regardless of whether one was initially installed. Alterations are not authorized under these rules and the limited specialty plumbing license.

(7) License Renewal. Licenses are renewable biennially following payment of the \$50 renewal fee.

Stat. Auth.: ORS 693.103

Stats. Implemented: ORS 693.103

Hist.: BCD 16-1994, f. 7-21-94, cert. ef. 9-1-94

**918-690-0085****Apprentice Plumbers - Interpretations**

- (1) Authority and Scope. This rule is adopted by the Plumbing Board under ORS 670.310 and defines the conditions under which an apprentice plumber is authorized to engage in the trade of plumbing.
- (2) For the purposes of this rule the following shall apply, except where the context clearly means otherwise:
- (a) An "appropriate journeyman plumber" is one or more certified journeyman plumbers working for the same employing plumbing contractor as the apprentice.
  - (b) "Employing plumbing contractor" is the apprentice's employer who must be a registered plumbing contractor.
  - (c) "Immediate work site" is the normal area in which an employing plumbing contractor's employees are expected to be, within the company's job assignment. In the case of a service call, "immediate work site" shall include the structure and adjacent grounds where plumbing is performed and immediate vicinity, such as where service vehicles are parked.
  - (d) "Immediately available for advice and direction by voice communication mode" means that an appropriate journeyman plumber and apprentice have voice communication devices allowing two-way conversations.
  - (e) "JATC" is the joint apprenticeship training committee that regulates the training for a specific apprentice.
- (3) A person is an "apprentice plumber" in ORS 693.010(1) and works under the supervision of a journeyman plumber, within the scope of activities authorized by ORS 693.040, if an ORS Chapter 660 apprentice engages in the plumbing trade and any of the following conditions exist while a plumbing apprentice works at the trade of plumbing:
- (a) The apprentice works in the physical presence of an appropriate journeyman plumber. This requires an appropriate journeyman plumber's physical presence at the immediate work site at all times, except for not more than a cumulative 30 minutes during any work shift, provided:
    - (A) The 30 minutes referred to in subsection (a) of this section excludes time out for meals; and
    - (B) An appropriate journeyman plumber is immediately available for advice and direction by voice communication during all absences.
  - (b) The apprentice works subject to the supervision of an appropriate journeyman who is immediately available to the apprentice by voice communication but not necessarily physically present, provided:
    - (A) An appropriate journeyman plumber meets with the apprentice at least once each day to go over work done by the apprentice, with the meeting taking place either at the immediate work site or away from the work site;
    - (B) The activity is consistent with the JATC's work requirements;
    - (C) Only one apprentice plumber is working at a job site; and
    - (D) The apprentice:
      - (i) Only engages in water heater replacement or conversion after completing at least six months of apprentice training; at least eight hours of related training in the type of work, and receiving documentation of training and successful evaluation from the JATC in the type of work.
      - (ii) Engages in the work covered in subparagraph (i) of this paragraph and ordinary minor repairs as defined in OAR 918-780-0190 in a one- or two-family dwelling after completing at least three periods of apprentice training; receiving

related training, and successful evaluation from the JATC in the type of work.

(iii) Engages in work covered by subparagraphs (i) to (ii) of this paragraph and general repairs maintenance and replacement of existing plumbing, after completing at least four periods of apprentice training; appropriate training, and successful evaluation from the JATC in the type of work.

(iv) Engages in work covered by subparagraphs (i) to (iii) of this paragraph and new or remodel installations after completing at least five periods of apprentice training; receiving appropriate training, and successful evaluation from the JATC in the type of work.

(4) Enforcement provisions.

(a) For the purposes of building codes enforcement of apprenticeship requirements against a plumbing contractor, the following evidence shall be considered as sufficient proof to support compliance action alleging that an apprentice was not working under the supervision of a journeyman plumber:

(A) An appropriate journeyman plumber was not available for advice and direction by voice communication mode to an apprentice, if the apprentice:

(i) Does not know how to contact an appropriate journeyman plumber;

(ii) Cannot within a 15-minute period reach an appropriate journeyman by voice communication mode; or

(iii) Is not equipped with a voice communication device or does not have access to a telephone at the work site.

(B) An appropriate journeyman plumber was not at the immediate work site if the apprentice:

(i) Is only allowed to work in the physical presence of a journeyman under subsection (3)(a) of this rule; and

(ii) The apprentice works alone at the immediate job site for more than 30 minutes, excluding time off for the apprentice's normal meal break.

(C) An appropriate journeyman plumber did not meet with the apprentice at least once each day, to review the apprentice's work, if the apprentice:

(i) Is not able to state the time, place and type of work that was reviewed for each of the last two working days; and

(ii) Cannot identify or describe the journeyman who did the review for each of the dates covered by paragraph (A) of this subsection.

(b) For the purposes of building codes enforcement of apprenticeship requirements against a plumbing contractor, and apprentice shall be considered as one required to work only in the physical presence of a journeyman under subsection (3)(a) of this rule if the apprentice did not produce the documentation complying with paragraphs (A) to (C) or (D) of this subsection.

(A) Completion of a specific apprentice training segment;

(B) Training covering the specific work being reviewed;

(C) Successful evaluation report covering the specific work being reviewed;

(D) A document from the JATC designating all the conditions of paragraphs (A) to (C) of this subsection were met.

Stat. Auth.: ORS 693.040

Stats. Implemented: ORS



Hist.: BCD 7-1995, f. & cert. ef. 5-10-95

**Continuing Education**

**918-690-0100**

**General Matters**

- (1) The plumbing continuing education rules are authorized by ORS 693.108.
- (2) Plumbing continuing education is intended to increase the technical competency of Oregon plumbers and to keep them informed of plumbing code requirements and changes.
- (3) Except for the stub period to April 1, 1995, continuing education requirements are for fiscal periods April 1 through May 31 two years later and is referred to as the "license period".

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

**918-690-0105**

**Required Programs for Licensees; Exemptions**

- (1) During each two-year license period, a licensed journeyman plumber shall complete 16 hours of Division-approved continuing education.
- (2) A minimum of eight hours shall be in codes or code changes. The remaining eight hours may be in related laws or technical plumbing matters.
- (3) Limited speciality plumbers are exempt from the continuing education and reporting requirements.
- (4)(a) The time for completing continuing education may be extended by the Division for up to one year in case of hardship or illness. The Division shall report all extensions to the Board;
- (b) Requests for extension shall be in writing, show the extension requested, document the hardship or illness preventing compliance and explain how and when the requirements will be met;
- (c) If the requested extension is for more than 90 days, the licensee must agree to a voluntary suspension of the license until continuing education requirements are satisfied.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0110**

### **Minimum Requirements for Program Approval**

Continuing education programs must:

- (1) Be at least four hours long.
- (2) Cover articles of the **Oregon State Plumbing Speciality Code, One and Two Family Dwelling Speciality Code Plumbing Section**, the Oregon Plumbing Laws (ORS 447.010 through 447.160 and 693.010 through 693.190), applicable administrative rules or comparable topics.
- (3) Have a Division-approved instructor.
- (4) Be approved for continuing education credits. The credits for the course shall be set by the Division.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0120**

### **Program Approval Procedure**

- (1) Except as provided in this rule, program approvals must be requested by August 1 for presentations during the following calendar year.
- (2) Applications for program approval shall include:
  - (a) The name and description of the program;
  - (b) A program outline;
  - (c) The name, address and telephone number of the contact person;
  - (d) The proposed instructor and instructor qualifications;
  - (e) A class schedule (date, time and location);
  - (f) A list or sample of program materials;
  - (g) Credit hours requested;
  - (h) Whether there are any limitations on who can attend and, if open to the public, the fee; and
  - (i) Agreement the program may be monitored and evaluated by the Division and upon request of the Division, attendees will be requested to make program and instructor evaluations.
- (3) The Division shall report programs approved or denied to the Board.
- (4) Program and instructor approvals shall be effective for one calendar year. Subsequent applications for the same

program may incorporate by reference all or part of the original application. Significant changes to an approved program shall have prior approvals.

(5) Proposed programs for 1994 presentation shall be filed with the Division at least 30 days prior to the scheduled presentation date.

(6) A proposed program may be approved other than as required in this rule if the program is of topical benefit to plumbers and the need for the program could not have been anticipated by the August 1 filing date.

(7) The schedule in this rule does not apply to classes sponsored by the Division, particularly where Division classes are created to fill cancellations or unfulfilled training needs.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0130**

### **Instructor Approval**

An instructor may be approved by the Division at any time. Instructors shall have experience and expertise in the area of instruction.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **981-690-0140**

### **Credit Hours Granted; Plumbing Inspector Course Credit**

(1) Courses may receive four to 16 credits. The actual instruction time shall be at least equal to the approved credit hours less a 15-minute break per hour.

(2) Credits shall be granted only upon completion of the entire program.

(3) Plumbing inspector continuing education credits for plumbing specialty code or one and two family dwelling plumbing changes or related plumbing subjects may be used for journeyman plumber continuing education requirements.

(4) Plumbing continuing education credits earned during calendar 1993 to May 31, 1995, can be applied to the first following renewal.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0150**

### **Evidence of Completion**

- (1) The continuing education instructor shall verify class attendance on forms provided by the Division within 15 days following the completion of the course.
- (2) Certificates of completion shall be provided to persons completing the course. The certificate is the licensee's evidence of completion in the event Division records are challenged.
- (3) The Division shall track class attendance.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0160**

### **Renewal of License**

- (1) An applicant for license renewal who has not met the continuing education requirements or received a hardship or illness extension shall not receive a renewal. A person whose license is not renewed is entitled to request a contested case hearing.
- (2) The plumbing license shall be renewed if applicant, within 90 days from the expiration of the license, completes all required continuing education requirements or passes a challenge exam with a score of at least 75 percent, if such an examination is available, and pays applicable license fees. During the 90-day period the licensee is not authorized to engage in plumbing which requires an active license.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0170**

### **Training Calendar; List of Approved Courses**

The Division shall provide a training calendar which includes courses approved for credit, time and place of presentation and a contact person.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0180**

## **Revocation of Program or Instructor Approval**

An instructor or program approval may be withdrawn by the Division if the program sponsor or instructor fails to follow the representations in the application or for inappropriate behavior in the classroom. A withdrawal prohibits future credits from being granted to persons who attend presentations. A contested case hearing may be requested by a party aggrieved by a proposed withdrawal of approval.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0190**

### **Renewal Period**

Commencing April 1, 1994, new or existing plumbing certificates of competency or limited plumber certificates of competency shall be renewed on a two-year cycle, except as provided in this rule. Renewal fees shall be prorated depending on the next renewal date:

- (1) Licenses ending with an even number will expire April 1 of even years.
- (2) Licenses ending with an odd number will expire April 1 of odd years.
- (3) Those licensed or given a renewal date of less than 14 months are required to have eight hours of continuing education credits for that period and shall be required to meet the full requirements thereafter. Four of the hours shall be in plumbing code or code change.
- (4) Notice of the changed license renewals and continuing education requirements shall be provided to licensees after adoption of these rules.

Stat. Auth.: ORS 693.108

Stats. Implemented: ORS 693.108

Hist.: BCA 23-1993, f. 10-15-93, cert. ef. 11-1-93

## **918-690-0200**

### **Filing of Proof of Insurance by Installers of Low-Flow Showerheads or Faucet Aerators**

- (1) A utility company, energy service provider or water supplier and its contractors installing low-flow showerhead or faucet aerators in existing plumbing fixtures covered by Chapter 293, 1993 Oregon Laws shall file proof of insurance with the Building Codes Division, attention Licensing Staff, at 1535 Edgewater N.W., Salem, Oregon 97310.
- (2) A certificate of insurance from an insurance company qualified to do business in Oregon, insuring the person making the filing, indicating effective dates and evidencing public liability coverages of \$25,000 bodily injury to one or more persons and not less than \$25,000 for property damage satisfies the filing requirements.

Stat. Auth.: ORS Ch. 293, Oregon Laws 1993

Stats. Implemented: ORS 447.060

Hist.: BCA 20-1993(Temp), f. 9-24-93, cert. ef. 10-1-93; BCA 31-1993, f. 12-1-93, cert. ef. 12-3-93

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 750**

**OREGON STATE PLUMBING SPECIALTY CODE**

**General**

**918-750-0000**

**Reasonable Notice to Interested Parties**

Prior to the adoption, amendment or repeal of any rule regulating plumbing under ORS Chapter 447 or 693, the Building Codes Division shall give notice of the proposed adoption, amendment or repeal:

- (1) In the Secretary of State's Bulletin referred to in ORS 183.360 at least 15 days prior to the effective date;
- (2) By mailing a copy of the notice to persons on the State Plumbing Section's mailing list established pursuant to ORS 183.335(7);
- (3) By mailing a copy of the notice to the following organizations:
  - (a) Portland Association of Plumbing, Heating, and Cooling Contractors;
  - (b) Willamette Association of Plumbing, Heating, and Cooling Contractors;
  - (c) Oregon State Association of Plumbing, Heating, and Cooling Contractors;
  - (d) Independent Plumbing Contractors of Oregon, Inc.;
  - (e) Northeastern Oregon Association of Plumbing, Heating, and Cooling Contractors;
  - (f) Central Oregon Mechanical Contractors Association;
  - (g) Rogue Valley Master Plumbers Association;
  - (h) United Association of Journeyman Plumbers;

- (i) Homebuilders Association of Portland;
- (j) Oregon State Homebuilders Association;
- (k) League of Oregon Cities;
- (l) Associated Oregon Counties;
- (m) Housing and Urban Development (HUD);
- (n) Cascade Chapter of International Association of Plumbing and Mechanical Officials;
- (o) Department of Environmental Quality;
- (p) Oregon State Health Division;
- (q) Oregon Mobile Home Dealers Association;
- (r) American Society of Plumbing Engineers;
- (s) International Association of Building Officials;
- (t) Oregon State Plumbing Board;
- (u) Associated Press; and
- (v) United Press International.

Stat. Auth.: ORS Ch. 183 & 447

Stats. Implemented: ORS 183.335

Hist.: DC 71, f. & ef. 4-19-76; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0000

## **918-750-0005**

### **Title and Definitions**

(1) OAR Chapter 918, Divisions 750 to 799 shall be known as the Administrative Rules for the **Oregon State Plumbing Specialty Code**. The "Administrative Authority" for the purpose of these rules and regulations and this code shall be the Administrator of the Building Codes Division or the Administrator's designee, with the approval of the Oregon State Plumbing Board.

(2) For the purposes of OAR Chapter 918, Divisions 750 to 799, unless otherwise specified, the following definitions apply:

- (a) "Administrator" means the Administrator of the Building Codes Division;
- (b) "Board" means the State Plumbing Board established under ORS 693.115;
- (c) "Division" means the Building Codes Division;
- (d) "Journeyman Plumber" has the meaning given that term in ORS 693.010;
- (e) "Plumbing" is the art of installing, altering or repairing in or adjacent to or serving buildings;



- (A) Pipes, fixtures and other apparatus for bringing in the water supply and removing liquid and water-carried waste, including the water supply distributing pipes;
- (B) Fixtures and fixtures traps;
- (C) Soil, waste and vent pipes;
- (D) House drain and house sewer to the sewer service lateral at the curb, or in the street, or alley, or other disposable terminal holding human or domestic sewage;
- (E) Storm-water drainage, with their devices, appurtenances and connections.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0101

## 918-750-0010

### Oregon State Plumbing Specialty Code

(1) Effective April 1, 1996, the **Oregon State Plumbing Specialty Code** is the **1994 Edition** of the **Uniform Plumbing Code, First Printing, Chapters 2-11 and 14, Appendices A, B, E, H and J** published by the International Association of Plumbing and Mechanical Officials, with errata through August 18, 1995, except for the following additions, amendments and deletions:

(a) **Appendices C, D, F, G and I** are not adopted as part of the **Oregon State Plumbing Specialty Code**;

(b) Useful tables, **Oregon Installation Standards** and **IAPMO Installation Standards** in the **Uniform Plumbing Code**, "IS-1A-95", "IS-1-91", "IS-2-90", "IS-3-93", "S-4-92", "IS-5-92", "IS-6-93", "IS-7-90", "IS-8-92", "IS-9-92", "IS-11-87", "IS-13-91", "IS-15-82", "IS-16-84", "IS-18-85", "IS-20-93", "IS-21-89", and "IS-26-95", are adopted;

(c) Oregon amendments by the Building Codes Division, through August 18, 1995, are adopted.

(2) If any of the publications adopted by reference in this rule adopt other references:

(a) The adoption date of the references shall be the date stated in the publication; or

(b) If no adoption date is shown, or if reference is made to further dates the references are adopted as of April 1, 1996.

(3) Copies of rules adopted by reference are maintained at the offices of the Division at 1535 Edgewater N.W., Salem, OR 97310 and are available for inspection during regular office hours.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available for review at the Building Codes Division.]

Stat. Auth.: ORS 447.020 0& 455.110

Stats. Implemented: ORS 447.020

Hist.: DC 40, f. 1-6-75, ef. 2-1-75; DC 99, f. 9-2-77, ef. 11-1-77; DC 15-1979(Temp), f. 12-21-79, ef. 1-1-80; DC 2-1980, f. 2-14-80, ef. 3-1-80; DC 3-1980, f. & ef. 2-14-80; DC 4-1981, f. 5-15-81, ef. 7-1-81; DC 9-1981, f. & ef. 7-6-81; DC 14-1981(Temp), f. 10-30-81, ef. 11-6-81; DC 15-

1982(Temp) f. & ef. 5-5-82; DC 1-1983, f. & ef. 1-3-83; DC 28-1984, f. 9-5-84, ef. 10-15-84; DC 10-1985, f. & ef. 4-1-85; DC 4-1987, f. & ef. 3-4-87; DC 11-1987, f. & ef. 4-21-87; Renumbered from 814-21-005; BCA 27-1989, f. 12-5-89, cert. ef. 1-1-90; BCA 14-1990, f. & cert. ef. 6-13-90; BCA 42-1991, f. & cert. ef. 12-23-91; BCA 19-1993(Temp), f. 8-26-93, cert. ef. 9-1-93; BCA 26-1993, f. 10-22-93, cert. ef. 11-1-93; BCD 4-1996, f. 2-29-96, cert. ef. 4-1-96

**918-750-0015**

**Purpose**

The purpose of these regulations is to provide minimum standards to safeguard life or limb, property, and public welfare, by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance, of all plumbing systems and plumbing fixtures in all buildings or structures within this state and certain other plumbing systems and plumbing fixtures specifically regulated herein.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0102

**918-750-0020**

**Scope**

- (1) The provisions of this code shall apply to the construction, alteration, repair, remodel, removal, demolition, or use of any plumbing system or plumbing fixture in any building or structure within the state except:
  - (a) In temporary construction camps;
  - (b) Water mains and connecting pipes and appurtenances or other facilities used for supplying water which are a part of a municipal or community water utility system controlled by a water supply agency; or
  - (c) Any part of a public sewer which is in a street, highway, alley, or other place not specifically regulated in this code.
- (2) This code shall be applicable and uniform throughout this state and in all municipalities therein, and no municipality shall enact or enforce any ordinance, rule, or regulation in conflict therewith.
- (3) This code does not limit the authority of a municipality to enact regulations providing for local administration of this code; fees and other charges; enforcement through penalties; stop work orders, or other means; enforcing ordinances for the regulation of the business of plumbing.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0103

**918-750-0025**

**Application to Existing Buildings**

- (1) General: Buildings or structures to which additions, alterations, or repairs are made shall comply with all

requirements for new buildings or structures except as otherwise provided in **Sections 104, 306, and 502** of the **Oregon State Structural and Fire and Life Safety Code** and as specifically provided in this rule.

(2) Additions, Alterations, Remodeling, and Repairs: More than 50 percent. When additions, alterations, remodeling, and repairs within any 12-month period exceed 50 percent of the total fixture unit load of the building sewer to which such fixture unit load is drained, such plumbing systems and plumbing fixtures shall be made to conform to the requirements for new plumbing systems or plumbing fixtures.

(3) Additions, Alterations, Remodeling, or Repairs:

(a) 25 to 50 percent. Additions, alterations, remodeling, or repairs exceeding 25 percent but not exceeding 50 percent of the total fixture load of the building sewer to which such fixture unit load is drained, and complying with the requirements for new plumbing systems or plumbing fixtures, may be made in any 12-month period without making the entire plumbing system or the plumbing fixtures comply with this code;

(b) The new addition, alteration, remodeling, or repair of the plumbing system or plumbing fixtures shall conform to the requirements of this code as for new plumbing systems and plumbing fixtures.

(4) Additions, Alterations, Remodeling, or Repairs: 25 percent or less. Additions, alterations, remodeling, repair, and replacement to any portion of a plumbing system or plumbing fixture within a 12-month period, not exceeding 25 percent of the total fixture unit load of the building sewer to which such fixture unit load is drained, shall comply with all requirements for new plumbing systems and plumbing fixtures, except that minor plumbing system or plumbing fixture additions, alterations, replacement, or repairs when approved by the building official may be made with approved material other than the original material incorporated in the original approved plumbing system or plumbing fixture. The new addition, alteration, remodeling, replacement, or repair shall conform to the requirements of this code as for new plumbing systems or plumbing fixtures.

(5) Alteration, Replacement, or Repair: 25 percent or less. Alterations, replacement, or repair not exceeding 25 percent of the total fixture unit load of the building sewer to which such fixture unit load is drained, and which do not affect relocation of any portion of the drainage, waste, vents, or the water distribution system within the building or structure may be made with any material or fixtures approved by this code.

(6) All alterations, additions, remodeling or repairs of plumbing systems, as defined in this rule, in addition to the requirements of this section, fixture unit load percentage notwithstanding, shall be investigated to determine all real or potential cross-connection and back-syphonage hazards. Such real or potential cross-connections or back-syphonage hazards shall be remedied as required by this code.

(7) Existing Occupancy: Plumbing systems and plumbing fixtures in existence at the time of the passage of this code and not a cross-connection or back-syphonage hazard (section (6) of this rule) may have their existing use continued if such use was legal at the time of the passage of this code, provided that continued use is not in conflict with the statutes, rules, regulations, or ordinances of any federal or state agency or municipality.

(8) Any change in the use or occupancy of or for any plumbing system or plumbing fixture shall be subject to the requirements of this code.

(9) Maintenance:

(a) All plumbing systems and plumbing fixtures, both existing and new, and all parts thereof shall be maintained in a safe and sanitary condition; all devices and safeguards for the protection of potable water shall be maintained in proper and sanitary working order. Back-syphonage protection devices or safeguards required by other qualified agencies for the protection of any public or community potable domestic water shall be tested and maintained as required by the conditions of use as promulgated by the enforcing agency and the requirements governing such use in this code;

(b) The owner or his designated agent shall be responsible for the maintenance, repair, renovation, replacement, or removal of plumbing systems or plumbing fixtures.

(10) **Unsafe, Insanitary Plumbing Systems or Plumbing Fixtures:** All plumbing systems and plumbing fixtures which are deteriorated, insanitary, defective, or are a real or potential physical hazard, or are in a deteriorated condition such that they are unable to provide the functions specified in this code are hereby designated as unsafe plumbing systems or plumbing fixtures. All such plumbing systems and plumbing fixtures are public nuisances and shall be abated in accordance with **Section 203** of the **Oregon State Structural and Fire and Life Safety Code**.

(11) **Architectural Barriers:** Architectural barriers to the handicapped use of plumbing systems and plumbing fixtures shall be eliminated as may be required by the **Oregon State Structural and Fire and Life Safety Code**.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0104

## **918-750-0030**

### **Moved Buildings**

Plumbing systems and plumbing fixtures serving moved buildings or structures shall comply with the provisions of this code.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0105

## **918-750-0035**

### **Alternate Materials and Methods of Construction**

(1) The provisions of this code are not intended to prevent the use of any material or method of construction for plumbing systems and plumbing fixtures not specifically prescribed by this code, provided any such alternate has been approved. The Division shall require that sufficient evidence or proof be submitted to substantiate any claims that may be made regarding its use.

(2) Any person who desires to use or furnish any material, design, or method of construction of installation of plumbing systems or plumbing fixtures in this state, or any building official, may request the Administrator to issue a ruling with respect to the acceptability of any material, design, or method of plumbing systems or plumbing fixture construction about which there is a question under any provision of the **State Plumbing Code**. Requests shall be in writing and shall be made prior to the use or attempted use of such questioned material, design, or method, and the ruling shall be made prior to the use or attempted use of such questioned material, design, or method.

(3) In making rulings, the Administrator shall obtain the approval of the Plumbing Advisory Board as to technical and scientific facts and shall consider the standards and interpretations published by the body that promulgated any nationally recognized model code adopted as the plumbing code of this state.

(4) A copy of the ruling issued by the Administrator shall be certified to the person making the request. Additional copies shall be transmitted to all building officials in the state. The Administrator shall keep a permanent record of all

such rulings and shall furnish copies thereof to any interested person upon payment of such fees as the Division may prescribe.

(5) A building official or plumbing inspector shall approve the use of any material, design, or method of construction for plumbing systems and plumbing fixtures approved by the Administrator pursuant to this section if the requirements of all other federal, state, or municipality ordinances or statutes, rules, and regulations are satisfied.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0106

## 918-750-0040

### Testing

(1) Whenever there is insufficient evidence of compliance with the provisions of the **Oregon State Plumbing Specialty Code** or evidence that any material or any construction of plumbing systems or plumbing fixtures does not conform to the requirements of this code, or in order to substantiate claims for alternate plumbing systems or plumbing fixture materials or methods of installation or construction of plumbing systems or plumbing fixtures, the Director may require tests as proof of compliance to be made at the expense of the owner or his agent by a recognized testing agency.

(2) Test methods shall be specified by the **Oregon State Plumbing Specialty Code** or by other recognized test standards. If there are no appropriate or recognized test methods, the Division shall determine the test procedure.

(3) Copies of the results of all such tests shall be retained for a period of not less than two years after the acceptance of the plumbing system or structure. This condition for test procedure results does not nor is it intended to include those necessary field tests used by the field plumbing inspector to verify the water-tightness of a plumbing system or plumbing fixture.

(4) When a request is made for statewide or site-specific product or material acceptance, as set forth in OAR 918-770-0025(2), the request shall be accompanied by a review fee of \$300 payable to the Director. Once a product or material has been accepted, all subsequent requests pertaining to that product or material must be accompanied by a separate review fee.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447, 455 & 456

Stats. Implemented: ORS 447.152

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 14-1987, f. & ef. 5-13-87; Renumbered from 814-021-0107

## 918-750-0045

### Municipal Administration

(1) When a municipality administers and enforces all or part of the **Plumbing Code**, the governing body of the municipality shall, unless other means are already provided, appoint a person to administer and enforce the **Plumbing Code** or parts thereof who shall be known as the building official. A building official shall, in the municipality for

which he is appointed, attend to all aspects of the **Plumbing Code** enforcement, including the issuance of all plumbing permits. Two or more municipalities may combine in the appointment of a single building official for the purpose of administering the provisions of the **Plumbing Code** within their communities.

(2) The governing body of a municipality may change its plumbing code administration and enforcement responsibility beginning July 1 of any year by notifying the Administrator by May 1 of such year that the change is to be made. Upon such change, responsibility shall be fixed by sections (3) and (4) of this rule. If parts of the **Plumbing Code** are to be administered and enforced by a municipality, the parts shall correspond to a classification designated by the Administrator as reasonable divisions of work by type of structure or installation or by the complexity of the work.

(3) If a city does not notify the Administrator, or notifies him that it will not administer or enforce the **State Plumbing Code** or parts thereof, the county or counties in which the city is located shall administer and enforce the **State Plumbing Code** or parts thereof within the city in the same manner as it administers and enforces them outside the city except as provided by section (4) of this rule.

(4) If a county does not notify the Administrator or notifies him that it will not administer nor enforce the **State Plumbing Code** or parts thereof, the Administrator shall contract with a municipality or use such state plumbing inspectors as are necessary to administer and enforce the **State Plumbing Code** or parts thereof, and permit or other fees arising therefrom shall be paid into the State Treasury and credited to the Plumbing Safety Section, Building Codes Division.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0108

## 918-750-0050

### Rules Establishing Certification for Plumbing Inspectors

(1) Scope: To promote effective and uniform enforcement of the **State Plumbing Code** by improving the competence of plumbing inspectors, this rule establishes minimum training and experience qualifications applicable to making inspections for compliance with the **State Plumbing Specialty Code**.

(2) Effective Date: After January 1, 1978, no person shall be appointed or employed as a plumbing inspector by any municipality without being currently certified under the provisions of this rule.

(3) Limits on Municipalities: Nothing in the rules prohibits a local government from establishing additional requirements in the selection and hiring of plumbing inspectors. Nothing in OAR Chapter 918, Divisions 750 to 799 is intended to dictate the internal administrative organization of a city or county nor to limit or otherwise affect the authority of a municipality to dismiss or suspend an inspector.

(4) Revocation or Suspension: The Administrator may, upon notice and hearing, revoke or suspend the certification of any plumbing inspector when the certified person has consistently failed to act in the public interest in performance of inspection duties. Certification shall be revoked when the Administrator has evidence that the inspector or municipality is using inspectors in inspection duties other than authorized by certification or if the municipality or inspector fails to meet the certification criteria in OAR Chapter 918, Divisions 750 to 799. In any proceeding under this rule, the municipality that employs the plumbing inspector shall be entitled to appear as a party in interest, either for or against the proposed action.

(5) Continuing Education:

(a) To maintain certification, plumbing inspectors shall demonstrate continuing education in their particular field by attending courses or seminars approved by the Division;

(b) An approved course is one which has been reviewed by the Division as to course content, objectives, scope, evaluation method, and instructor. To be approved:

(A) A description of the course shall be submitted to the Division on a form provided by the Division;

(B) The content of a general continuing education course shall be relevant to the administration, inspection, or plans examination functions of a code enforcement agency;

(C) The content of a code changes course shall include changes to the model code plus Oregon amendments;

(D) The instructional time allocated shall be appropriate to the scope of the course;

(E) The text of self-study type courses shall be submitted for review;

(F) An evaluation shall be required to ensure that the course objectives have been met;

(G) The instructor of the course shall be recognized in accordance with subsection (c) of this section.

(c) Instructor recognition is limited to specific courses. Requests for recognition shall be submitted to the Division on a form provided by the Division. To be recognized as an instructor for continuing education courses, the instructor shall be:

(A) Recognized by a university, college or community college for classroom teaching of the specific course, or similar courses, at the educational institution; or

(B) Generally recognized by virtue of license, certification, degree, experience or recommendation of a trade or professional association, as having expertise in the subject matter of the specific course.

(d) Continuing education requirements shall be as follows:

(A) Beginning January 1, 1985, and in each calendar year thereafter, plumbing inspectors shall attend one or more approved continuing education courses or seminars, totalling at least six hours of actual instruction. Successful completion of approved self-study courses may be substituted for course attendance. Continuing education requirements shall be waived for the calendar year in which an inspector is initially certified;

(B) Inspectors shall attend an approved code changes course or seminar within nine months of the effective date of a new state plumbing specialty code. The attendance requirement shall be waived if the examination passed to obtain the certification included the most recent code changes.

(e) Continuing education requirements met or exceeded in one calendar year shall not be carried forward to subsequent years;

(f) Satisfactory completion of approved challenge examinations may substitute for required attendance at code changes courses or seminars;

(g) The certification of any person who fails to meet the continuing education requirements shall lapse, and reapplication shall be required in accordance with section (6) of this rule.

(6) Application for Certification/Fees/Appeals:

(a) A person seeking certification under this rule shall submit an application to the Division on a form provided by the Division and shall provide sufficient information to establish qualification for the desired certification. A certification

fee of \$22 shall be submitted with the application;

(b) The Division shall process the application and administer necessary tests within 30 days of receipt of the application. The applicant will be promptly notified of approval or denial of the application;

(c) An applicant aggrieved by an action of the Division related to certification may file an appeal with the Administrator under ORS Chapter 183. The Administrator will seek the advice of the Board before making a decision.

(7) State Personnel: **State Plumbing Code** enforcement personnel shall have the same certification as municipal personnel performing the same enforcement work.

(8) Applicants: The Division shall maintain and, upon request of municipalities, furnish information on applicants for appointment or employment as plumbing inspectors.

(9) Qualifications: An applicant will be certified as a plumbing inspector under this rule if the following minimum qualifications are met:

(a) Experience and Training:

(A) Three years' employment and experience as a Journeyman Plumber, with an Oregon Journeyman Plumber's Certificate of Competency; or

(B) A degree in Mechanical Engineering or professional registration with two years' work experience in plumbing design, installation, or inspection; or

(C) Five years' experience in inspection of plumbing installations; or

(D) Equivalent experience and training approved by the Board.

(b) Examination:

(A) Passage of an examination approved by the Board on **State Plumbing Specialty Code**; and

(B) Passage of an examination covering plumbing theory, design, installation, and materials; and

(C) Passage of an examination on inspection techniques, communication skills, and public relations;

(D) Training and experience may be substituted, if approved as equivalent, for all or part of paragraphs (B) and (C) of this subsection.

(10) Training:

(a) Upon application, the Administrator or designee shall examine and evaluate any program or facility established by a municipality or educational institution for the training of plumbing inspectors;

(b) If the Administrator finds that a training program meets the minimum requirements established pursuant to this rule, the Administrator shall, in writing, certify the training program as qualified for such time and conditions as the Administrator may prescribe. An individual complies with any minimum requirement for plumbing inspector established pursuant to classification and requirements in this rule after satisfactorily completing a training program certified under this rule.

(11) Special Certification:

(a) Limited Certification: The Administrator, with the approval of the Board, may issue a limited certification for special types of inspections. Such limited certification will only be issued after the applicant passes an appropriate test of knowledge and ability and complies with section (6) of this rule;



(b) Limited One and Two-Family Dwelling Plumbing Inspector: Limited certification as a one and two-family dwelling plumbing inspector may be granted under the following conditions:

(A) Entrance Level Requirements, Limited One and Two-Family Plumbing Inspectors:

(i) An applicant must be employed by an inspection agency having and maintaining in force an "A" level plumbing inspection program. The inspection agency shall continuously employ one or more plumbing inspectors, certified under section (9) of this rule, who have the assigned duty of monitoring and providing technical supervision of the limited plumbing inspector. For consideration, each applicant must have one of the following qualifications:

(I) The background and experience required for a journeyman plumber certificate of competency; or

(II) Two years' education in plumbing theory and practice and one year of residential plumbing inspection; or

(III) Three years' experience in residential plumbing installation or inspection; or

(IV) Related experience and training found equivalent by the Board; or

(V) One years' experience as an inspector of any other specialty code with current certification in that code (electrical, mechanical or structural).

(ii) The Administrator or designee shall determine if the applicant meets the entrance level requirements. Appeals of the determination shall be to the Board.

(B) Enrollment in Training Program: An applicant who applies under sub-subparagraph (A)(i)(IV) or (V) of this subsection and who meets the entrance level requirements, shall be enrolled in a limited certification one and two-family dwelling plumbing inspection training program approved by the Administrator;

(C) Test:

(i) An applicant must successfully pass an examination consisting of:

(I) Part A -- Sections of the **State Plumbing Specialty Code** pertaining to one and two-family dwellings and Division administrative rules on plumbing;

(II) Part B -- Technical knowledge of the plumbing theory, design, installation practices, and materials;

(III) Part C -- Oral examinations of field techniques in inspection, determining **One and Two-Family Plumbing Code** violations, and working with the trade.

(ii) The minimum passing grade for state or approved training material examinations shall be 75 percent.

(D) Inspector-in-Training:

(i) Each applicant, upon meeting entrance requirements in sub-subparagraph (A)(i)(I), (II), or (III) of this subsection and passing parts "A" and "B" of the examination, shall be registered as an inspector-in-training for at least six months. While registered as an inspector-in-training, each applicant shall make a minimum of ten inspections accompanied by a certified "A" level plumbing inspector before making any unsupervised inspections. While an inspector-in-training, each applicant shall make 30 percent of all inspections accompanied by a certified "A" level plumbing inspector. No plumbing inspector shall supervise more than three trainees at one time;

(ii) Each applicant entering under sub-sub-paragraph (A)(i)(IV) or (V) of this subsection, upon completion of the approved training program under paragraph (B) of this subsection and passing parts "A" and "B" of the exam, shall be registered as an inspector-in-training under subparagraph (D)(i) of this subsection;

(iii) Exception: Applicants who have completed the training program of Lane County, City of Eugene, and City of Springfield, as approved by the Board, meet the requirements for certification upon passing Examination Part "C" without entering the inspector-in-training program.

(E) Evaluation:

(i) An inspector-in-training shall be field evaluated by a special evaluating team. The team shall be made up of one state plumbing inspector, one local government plumbing inspector, and one other person, all of whom shall be appointed by the Administrator;

(ii) After administering Part "C" of the exam and field evaluating an applicant's ability to effectively inspect plumbing systems for one and two-family dwellings, the team shall recommend that the applicant be certified or that the applicant re-enter the training program. In special cases, the evaluation team may recommend retraining in certain parts of the training program. Any person denied certification may appeal to the Board.

(F) Certified: Upon passing the field evaluation test (Part "C"), the applicant shall be certified as a limited plumbing one and two-family dwellings plumbing inspector;

(G) Training:

(i) Upon application, the Administrator shall examine and evaluate any program or facility established by a municipality or educational institution for the training of one and two-family dwelling plumbing inspectors. The Administrator, after consulting with the Board, shall make this finding known. The Administrator shall, in writing, certify the training program for such time and upon such conditions as the Administrator may prescribe;

(ii) Application for training programs shall consist of course descriptions for both class and field training, including course contents, class time, and field training items;

(iii) Instructors shall keep class attendance and field training records. These records should show the date of training sessions, hours of class attendance, and hours of field experience and should be signed by the instructor for that session. No trainee shall be allowed more than three absences from class sessions. This record shall become a part of the applicant's record for certification;

(iv) A certified "A" level plumbing inspector shall assist in all class presentations;

(v) While enrolled in a training program under OAR Chapter 918, Divisions 750 to 799, a student shall perform no plumbing inspections except as a training exercise when accompanied by a certified "A" level plumbing inspector. Plumbing inspectors conducting field training classes shall supervise no more than four students at a time.

(H) Program Review: The Division shall monitor the one and two-family inspection training program and report its findings, in writing, to the Board. The report shall indicate how the program was monitored, shall show the number of persons entering and completing the program, and shall indicate the number certified. The report shall show the number of inspections and infractions found. The Division shall include its recommendations on program changes. Reports shall include findings on the classes, inspector-in-training programs, and overall findings at the end of two years. The Board, in reviewing these reports, may recommend changes in the program or its termination;

(I) Provisional Certification Extension: Each person certified as a provisional one and two-family dwelling plumbing inspector is temporarily certified as limited one and two-family dwelling plumbing inspector until September 30, 1979, unless qualifying sooner under subsection (11)(b) of this rule or unless the certificate is revoked.

(c) Limited Mobile Home Installation Inspector: A person certified to perform mobile home installation inspections who is certified in one or more specialty codes may have his certification endorsed for inspection of plumbing connections between the approved mobile home and approved service point without payment of additional certification fees, if:

(A) The applicant submits an application for certification endorsement as a Limited Mobile Home Plumbing Installation

Inspector; and

(B) The applicant successfully passes an examination approved by the Board covering knowledge of the **Plumbing Code** and practice applicable to mobile home installations.

(d) Limited Plumbing Inspector -- Building Sewers. Limited certification for plumbing inspection of building sewers from five feet outside the building to the disposal terminal or connection with a main sewer line may be issued. To be certified, an applicant must have the following qualifications:

(A) A Journeyman Plumber License; or

(B) Two years' experience in sewer design, installation, or inspection; or

(C) Experience and training equivalent to paragraph (A) or (B) of this subsection approved by the Board;

(D) Passage of an examination approved by the Board on code, materials, and installation practices for building sewers; and

(E) Limited certification shall be revoked if the municipality or inspector fail to continuously meet the criteria contained in paragraph (D) of this subsection or when the Administrator has evidence the inspector or municipality is using limited inspectors in inspection duties other than authorized.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 447.020, 455.720 & Ch. 456

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 79, f. 6-16-76, ef. 8-1-76; DC 102, f. & ef. 11-1-77; DC 1-1979, f. & ef. 1-5-79; DC 5-1979(Temp), f. & ef. 3-5-79; DC 9-1979, f. & ef. 6-8-79; DC 1-1983, f. & ef. 1-3-83; DC 6-1985, f. & ef. 2-8-85; Renumbered from 814-021-0109; BCA 14-1992, f. 6-29-92, cert. ef. 7-1-92

## 918-750-0055

### Code Adoption and Amendment

(1) Except as otherwise provided by statute, the Administrator and the Board shall be subject to ORS 183.310 to 183.500 in the adoption, amendment or repeal of regulations authorized by, and in the issuance of orders in contested cases arising under this code.

(2) In addition to the notice requirements of ORS 183.335, notice of a public hearing on adoption, amendment or repeal of the plumbing code shall be given to the governing bodies of all municipalities and the notice shall state that copies of the proposed action may be obtained from the Division.

(3) The Division shall not be required to publish or distribute those parts of a plumbing code adopted by reference. However, the Division shall publish with the plumbing code, and annually thereafter, a list of places where copies of those parts of the **Plumbing Code** adopted by reference may be obtained, together with the approximate cost thereof. The Division shall file one copy of the complete plumbing code with the Secretary of State. However, all standards referred to in the **Plumbing Code** or any of the modifications thereto, need not be filed. All standards referred to in the plumbing code shall be kept on file and available for inspection in the office of the Administrator.

(4) Any interested person may propose amendments to the **State Plumbing Code**, which proposed amendments may be either applicable to all municipalities or, where it is alleged and established that conditions exist within a municipality or some municipalities that are not generally found within other municipalities, amendments may be restricted in application to such municipalities. Amendments proposed to the state plumbing code under this subsection shall be in

conformity with the policy and purpose prescribed by ORS 455.020. The justification and particular circumstances requiring the proposed amendments shall be fully stated in the proposal. The Administrator shall submit all proposed amendments to the Board. The Board shall review and report its recommendations to the Administrator on the amendments within 180 days after the date of submission by him.

(5) The Administrator, with the approval of the Board, may adopt or modify any amendment proposed under section (4) of this rule. The Administrator shall, within 30 days after the date of receipt of the recommendation of the Board, notify the person proposing the amendments of the adoption, modification and adoption, or denial of the proposed amendments. Upon adoption, a copy of each amendment shall be distributed to the governing bodies of all municipalities affected thereby.

(6) The Administrator shall, from time to time, make or cause to be made investigations or may accept authenticated reports from authoritative sources, concerning new plumbing materials or modes of construction intended for use in the construction of plumbing systems or in the installation of plumbing fixtures, or intended for use in other activity regulated by the state plumbing code, and shall, where necessary, propose amendments to the plumbing code setting forth the conditions under which the materials or modes may be used in accordance with the standards and the procedures of ORS Chapter 455.

(7) Upon adoption, the Division shall distribute, upon request and without charge, one copy of the **State Plumbing Code** to each municipality within the state. The distribution shall not include any parts of the plumbing code adopted by reference. Additional copies shall be made available to municipalities and interested persons for such fee as the Division shall prescribe.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 455 & 456

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0110

## 918-750-0060

### Disaster Reporting

The Administrator shall be notified by the building official by telephone, telegram, or in person, of explosions or unusual undetermined failure of plumbing systems or plumbing fixtures regulated by this code.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0111

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 760**

**ORGANIZATION AND ENFORCEMENT**

**918-760-0010**

**Plumbing Section**

The chief plumbing inspector is charged with the organization and enforcement of the **Oregon State Plumbing Code** created under ORS 447.020, subsection (2) and defined as a **Specialty Code** under ORS 455.010, subsection (7), as a part of the **State Building Code** under ORS 455.010, subsection (8).

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0113

**918-760-0015**

**Powers and Duties of the Chief Plumbing Inspector**

(1) General:

(a) The Chief Plumbing Inspector is authorized and directed to enforce all the provisions of this code and to assist in enforcement of the following regulations of the **Oregon State Structural Code** and **Fire and Life Safety Code**:

(A) CHAPTER 6, REQUIREMENTS FOR GROUP A-1 OCCUPANCIES: Sec. 605, Light, Ventilation and Sanitation;

(B) CHAPTER 7, REQUIREMENTS FOR GROUP A OCCUPANCIES:

(i) Sec. 705, Light, Ventilation and Sanitation;

(ii) Sec. 707, Fire Extinguishing Systems.

(C) CHAPTER 8, REQUIREMENTS FOR GROUP E OCCUPANCIES: Sec. 805, Light, Ventilation and Sanitation;

(D) CHAPTER 9, REQUIREMENTS FOR GROUP 1 OCCUPANCIES:

(i) Sec. 905, Light, Ventilation and Sanitation;

(ii) Sec. 907, Fire Extinguishing Systems.

(E) CHAPTER 10, REQUIREMENTS FOR GROUP H OCCUPANCIES:

(i) Sec. 1005, Light, Ventilation and Sanitation;

(ii) Sec. 1007, Fire Extinguishing Systems;

(iii) Sec. 1008, Paragraphs 4 and 5, Special Hazards.

(F) Chapter 11, REQUIREMENTS FOR GROUP B OCCUPANCIES:

(i) Sec. 1105, Light, Ventilation and Sanitation;

(ii) Sec. 1107, Fire Extinguishing Systems;

(iii) Sec. 1108, Paragraph 3, Special Hazards.

(G) CHAPTER 12, REQUIREMENTS FOR GROUP B-4 OCCUPANCIES:

(i) Sec. 1205, Light, Ventilation and Sanitation;

(ii) Sec. 1208, Paragraph 2, Special Hazards.

(H) CHAPTER 13, REQUIREMENTS FOR GROUP R OCCUPANCIES:

(i) Sec. 1305, Light, Ventilation and Sanitation;

(ii) Sec. 1310, Fire Detectors and Fire Extinguishing Systems.

(I) CHAPTER 14, REQUIREMENTS FOR GROUP R-3 OCCUPANCIES: Sec. 1405, Light, Ventilation and Sanitation;

(J) CHAPTER 17, CLASSIFICATION OF ALL BUILDINGS BY TYPES OF CONSTRUCTION AND GENERAL REQUIREMENTS:

(i) Sec. 1711, Water Closet Compartments and Showers;

(ii) Sec. 1712, Water Fountains.

(K) CHAPTER 25, WOOD: Sec. 2517, subsection (c), Protection against Decay and Termites: Paragraphs (1), (2) and (7), Subsection (f), Firestopping: subsection (k), Water Splash. Sec. 2518 subsection (f), Conventional Construction Provisions;

(L) CHAPTER 26, CONCRETE:

(i) Sec. 2606, Embedded Pipes and Construction Joints, subsection (c), Conduits and Pipes Embedded in Concrete;

(ii) Sec. 2608, Analysis and Design, subsection (h), Concrete Joist Floor Construction (paragraph 7).

(M) CHAPTER 32, ROOF CONSTRUCTION AND COVERING: Sec. 3207, Roof Drainage;

(N) CHAPTER 35, SOUND TRANSMISSION CONTROL: Sec. 3501, General, subsection (b), Airborne Sound Insulation;

(O) CHAPTER 38, FIRE EXTINGUISHING SYSTEMS: Sec. 3801, through and including Sec. 3807 and Appendix A, 3807;

(P) CHAPTER 40, MOTION PICTURE PROJECTION ROOMS: Sec. 4007;

(Q) CHAPTER 49, PATIO COVERS: Sec. 4904 (See Chapter 13, Sec. 1305; see Chapter 14, Sec. 1405);

(R) CHAPTER 57, REGULATIONS GOVERNING FALLOUT SHELTERS:

(i) Sec. 5704, General, subsection (f), Hazards;

(ii) Sec. 5708, Sanitation.

(b) The Chief Plumbing Inspector and the building official are authorized and directed under provisions of ORS Chapters 447, 455 and 693 to enforce all provisions, rules and regulations governing plumbing systems and plumbing fixtures in effect on the date of adoption of this code when requested by federal, state or municipal agencies whose rules and regulations require conformity to this code as a condition of acceptance, licensing, operation or occupancy.

(2) Deputies. In accordance with the procedure and with the approval of the Administrator, the Chief Plumbing Inspector may appoint such numbers of plumbing inspectors and other employees as may be necessary to carry out the functions of the plumbing safety section.

(3) For the purpose of defraying the costs of training and other educational programs administered by the Division, there is imposed by ORS 455.220 a surcharge in the amount of four percent of the total permit fees collected by a municipality in connection with the construction or addition or alteration to, or installation of, plumbing systems or plumbing fixtures on and after July 1, 1977.

(4) Permit surcharges shall be collected by each municipality and remitted to the Division. Each municipality having a population greater than 40,000, or two or more municipalities whose combined population is greater than 40,000, within the terms of OAR 918-750-0045 of this code, shall, on a monthly basis, prepare and submit to the Administrator a report of plumbing permits and fees and surcharges thereon collected during the month, together with other statistical information as required by the Division concerning construction activity as required by the **Plumbing Code** as administered by the municipality. All other municipalities shall submit such a report on a quarterly basis. The report, which shall be in a form prescribed by the Division, shall be submitted, together with a remittance covering the surcharges collected, by no later than the 15th day following the month or quarter in which the surcharges are collected.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 32-1978, f. 12-19-78, ef. 1-1-79; DC 8-1981, f. & ef. 7-2-81; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0114

**918-760-0020**

**Plans and Specifications**



(1) The Administrative Authority may require complete specifications, piping layout, and fixture location drawings of the proposed system or alteration before issuance of the permit. Plans and specifications shall be of sufficient clarity to indicate the nature and extent of the work proposed and show in detail that such work will conform to provisions of this code.

(2) When a plan or other data is submitted for review, a plan review fee shall be paid at the time of submitting plans and specifications for review. The plan review fees for plumbing work shall be equal to 25 percent of the total plumbing permit fee for the building or structure under review. When plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged.

(3) The issuance or granting of a permit or approval of plans shall not prevent the Administrative Authority from thereafter requiring the correction of errors in said plans and specifications or from preventing construction operations being carried on thereunder when in violation of this code or of any other ordinance or from revoking any certificate of approval when issued in error.

Stat. Auth.: ORS Ch. 447, 455 & 456

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; DC 13-1981, f. 10-30-81, ef. 11-1-81; Renumbered from 814-021-0115

## 918-760-0025

### Permit Expiration

Every permit issued by the Administrative Authority under the provisions of this code shall expire by limitation and become null and void, if the work authorized by such permit is not commenced within 180 days from date of such permit, or if work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be obtained and the fee therefor shall be one-half the amount required for a new permit for such work, provided no changes have been made, or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded one year.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447, 455 & 456

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0116

## 918-760-0030

### Prefabricated Construction

As required by the **Oregon State Structural and Fire and Life Safety Code**, Chapter 50, all prefabricated buildings and structures whose occupancy is established by the **Oregon State Structural and Fire and Life Safety Code, Part III**, and as defined in **Chapters 6, 7, 8, 9, 10, 11, 12, 13, 14 and 15**, respectively; prefabricated modular housing other than mobile homes or recreational vehicles; service cores which contain a plumbing system or a portion of a plumbing system or a plumbing fixture; any three dimensional section of a building or structure described as a prefabricated section for inclusion in a service core or building or structure; other prefabricated construction consisting of at least one room containing a plumbing system or portion of a plumbing system or plumbing fixture, shall be required to comply with all applicable portions of this code and with the requirements of the **Oregon State Structural and Fire and Life**

**Safety Code** as defined in Chapter 50 of said code.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS 447.026 & 455.020

Stats. Implemented: ORS 447.020

Hist.: DC 39, f. 1-6-75, ef. 2-1-75; Renumbered from 814-021-0117

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 770**

**PLUMBING PRODUCT APPROVAL**

**918-770-0050**

**Purpose**

- (1) This division of rules interprets and applies ORS 447.152 and 447.154. The rules:
  - (a) Establish minimum health and safety standards for design and construction of plumbing products; and
  - (b) Describe procedures for approval of plumbing product testing laboratories and bodies operating plumbing product certification systems.
- (2) No plumbing product may be sold or offered for sale in the state of Oregon unless it has been:
  - (a) Found by a Board-approved testing laboratory to be in conformance with plumbing product standards approved by the Board; and
  - (b) Listed by a body or organization approved by the Board to certify plumbing products for conformance with product standards approved by the Board.
- (3) This division of rules also establishes standards and procedures for approval of plumbing products by special deputies.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0060**

**Notice**

Notice required under these rules may be given by personal service or mail, postage prepaid, addressed to the person,

organization or laboratory as it appears on the records of the Board.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

## **918-770-0070**

### **Definitions**

For the purposes of OAR Chapter 918, Division 770, unless the context clearly indicates otherwise, the following words and terms shall have the following meanings:

- (1) "Accreditation" means the procedure by which an authoritative body or organization gives formal recognition that a body or organization is competent to carry out specific tasks.
- (2) "Approved Product Certification System" means a product certification system approved by the Board to certify plumbing products for conformance with product standards approved by the Board.
- (3) "Approved Testing Laboratory" means a laboratory accredited by an approved accrediting organization recognized by the Board to test plumbing products for conformance with standards approved by the Board.
- (4) "Board" means the Oregon State Plumbing Board.
- (5) "Certificate of Accreditation" means a document issued to a testing laboratory or certification body or organization.
- (6) "Certification Mark" means the mark owned, controlled and registered by a body operating a product certification system and used to identify approval or listing of a product as meeting particular product standards.
- (7) "Certification Program" means a procedure by which a certification body or organization gives written assurance that plumbing products conform to specific product standards.
- (8) "Division" means the Building Codes Division of the Oregon Department of Consumer and Business Services.
- (9) "Plumbing Products" means all potable water supply and distribution pipes, plumbing fixtures and traps, drainage and vent pipes and building drains, including their respective joints and connections, supports, devices, receptacles, appurtenances, appliances and other related items.
- (10) "Plumbing Product Standards" means standards for composition and performance testing of plumbing products or systems.
- (11) "Recognized Standards" means plumbing product or system standards that have been approved by the Board as meeting the intent of the Oregon State Plumbing Specialty Code.
- (12) "Scope of Accreditation" means a document issued by an accrediting organization listing the test standards or calibration services for which the organization is accredited.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0100****Approval of Testing Laboratories**

Requirements for Approval of Testing Laboratories.

(1) The Board shall only accept test data submitted for the purpose of demonstrating conformance with plumbing product standards approved by the Board from testing laboratories accredited as meeting the requirements contained in ISO/IEC Guide 25:1990, General Requirements for the Competence of Calibration and Testing Laboratories, by an approved laboratory accreditation program. Testing laboratories shall only be recognized for those test procedures listed on a scope of accreditation issued by an approved laboratory accreditation program organization, or as may be specially conditioned by the Board.

(2) Approval of testing laboratories shall be based on the issuance of a Certificate of Accreditation issued by an approved laboratory accreditation program organization. Only accrediting organizations that meet the requirements contained in ISO/IEC Guide 58:1993, Calibration and Testing Laboratory Accreditation Systems - General Requirements for Operation and Recognition, that provide and maintain active certifications for testing laboratories, for specific test methods in scopes of accreditation from referenced standards, may be approved pursuant to this rule.

(3) The following testing laboratory accreditation organizations are approved as of the effective date of this rule:

(a) National Voluntary Laboratory Accreditation Program (NVLAP); and

(b) State of Oregon Electrical and Elevator Board.

Other organizations may apply for recognition by submitting application to the Chief Plumbing Inspector.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0110****Standards of Approval for Bodies Operating Product Certification Systems**

Bodies and organizations that desire to operate product certification systems for the purpose of providing written assurances that plumbing products conform to specific product standards approved by the Board shall be required to demonstrate compliance with the requirements contained in ISO/IEC Guide 65:1996, General Requirements for Bodies Operating Product Certification Systems or ANSI Z34.1 - 1993, Third-Party Certification Programs for Products, Processes and Services. Approved product certifiers shall be required to provide the Board at least one copy of a product directory or listing of plumbing products that the certifier has found to conform to product standards approved by the Board.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0120****Application Procedures**

- (1) A testing laboratory that desires approval to test plumbing products for conformance with product standards approved by the Board shall submit an application to the Chief Plumbing Inspector. The application shall specify the product standards to which the laboratory seeks approval to test. The application shall also include a Certificate of Accreditation issued by an approved laboratory accreditation program organization.
- (2) Laboratory accrediting organizations that desire approval to issue Certificates of Accreditation shall submit an application to the Chief Plumbing Inspector. The application shall contain evidence of compliance with the requirements contained in ISO/IEC Guide 58:1993, Calibration and Testing Laboratory Accreditation Systems - General Requirements for Operation and Recognition.
- (3) Bodies and organizations seeking approval to certify plumbing products for conformance with product standards approved by the Board shall submit an application to the Chief Plumbing Inspector. The application shall contain documented evidence of compliance with the requirements contained in ISO/IEC Guide 65:1996, General Requirements for Bodies Operating Product Certification Systems or ANSI Z34.1 - 1993, Third-Party Certification Programs for Products, Processes and Services.
- (4) Approval of testing laboratories, laboratory accreditation organizations and product certification systems shall be for an indefinite period and contingent upon the laboratory, accreditation organization or product certification system maintaining compliance with the applicable approval requirements.
- (5) If an application is denied, the applicant shall be notified in writing of the reasons. The applicant may submit revisions which are needed to obtain approval without prejudice.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0130****Revocation of Approval**

- (1) The Board may revoke the approval of a testing laboratory, laboratory accreditation organization or product certification system for failure to comply with any of the applicable approval requirements described in these rules.
- (2) The Board shall provide a testing laboratory, accrediting organization or certifier notice of intent to revoke approval. A testing laboratory, accrediting organization or certifier shall have 30 days from the date of receipt of a notice to respond to the proposal. Judicial review of the Board's decision to revoke approval shall be available as provided for in ORS Chapter 183. Unless the Board determines that allowing a testing laboratory, accrediting organization or certifier to continue to accredit laboratories or to test or certify plumbing products would result in an immediate threat to public health and safety, the Board's decision to revoke an approval of a testing laboratory, accrediting organization or certifier shall be stayed pending the outcome of any appeal.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

## **918-770-0140**

### **Change in Status**

Approved laboratories, accrediting organizations and certifiers shall inform the Board of any change in conditions or criteria of approval or accreditation that could affect the status of their approval, accreditation or conformance to these rules, including but not limited to ownership, location, staffing, facilities and configuration. The notice shall be provided to the Board within 30 days of any change which could affect any approval, accreditation or certification system status.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

## **918-770-0200**

### **Product Certification by Special Deputies**

(1) Plumbing products may be approved by a special deputy appointed by the Chief Plumbing Inspector if:

(a) No more than three similar products exist or are intended to be produced;

(b) There are no more than two manufacturers of the same or similar product, and the person requesting certification does not intend to seek further special deputy certification of the product for sale in Oregon; and

(c) The product is not offered for sale in Oregon more than two times over any two-year period following an inspection by a special deputy.

(2) For the purposes of this rule, "three similar products" includes custom-assembled products intended for the same general purpose.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

## **918-770-0210**

### **Submission of Plumbing Products for Approval by Special Deputy**

Persons seeking approval of plumbing products by a special deputy shall provide the special deputy with a sample of the product for which approval is sought or a site-specific location where the product may be reviewed. The applicant shall also provide the special deputy with design or shop drawings, engineering data and any other test data that the special deputy determines to be reasonably necessary to evaluate the plumbing product for which approval is sought.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0220****Fees and Procedures**

(1) Persons requesting product approval by special deputies shall pay hourly inspection fees at the rate of \$40 per hour as a specially requested inspection. If the Board or special deputy determines that a product requires additional testing or evaluation through a laboratory or engineering firm, the person requesting special deputy certification shall pay the company doing the testing or evaluation directly.

(2) Special deputy inspection fees shall be paid prior to inspection. If the exact amount cannot be determined in advance, the person requesting a special deputy inspection shall pay the division an amount sufficient to pay the estimated fee prior to inspection. Any portion of the deposit not required for the fee shall be refunded to the applicant upon written request.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0230****Special Deputy Certification Procedures**

(1) A special deputy inspector may determine if a plumbing product meets applicable minimum health and safety standards adopted by the Board by:

- (a) Examining the product and its components for compliance with applicable product standards approved by the Board;
- (b) Reviewing the assembly of labeled, listed, recognized or noncertified components for correct and applicable application and installation;
- (c) Reviewing code compliance; and
- (d) Requiring "production type" testing where required by the applicable product safety standard adopted by the Board.

(2) A certification label is attached by the special deputy inspector on the product, or placement of a certification label is authorized.

(3) Where production line products are accepted for special deputy certification, the special deputy may examine the product to approved standards, determine whether the product meets minimum health and safety standards and review production quality control processes. The special deputy may authorize attachment of labels to all future products manufactured in conformance with the manufacturer's quality control plan approved by the special deputy. The special deputy may make periodic visits to any manufacturing facility to verify that the product continues to be manufactured in accordance with an approved quality control plan. Certifications of production line products approved by a special deputy shall be conditioned on the product continuing to be manufactured in conformance with the product specifications and manufacturing requirements as originally approved by the special deputy.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97



**918-770-0300****Certification Marks and Product Standards Identification**

Plumbing products listed under the provisions of these rules must be identifiable. The certification mark of an approved certification body shall be marked upon the certified product or on a separate document enclosed in the product's packaging. If the certification mark is enclosed on a separate document within the product packaging, it must also include the following:

- (1) A picture, image or line drawing clearly showing the product certified;
- (2) The registered marks in 15 USC 1051 et.seq of the product certifier;
- (3) The product specifications and standards which the product is certified as meeting, including the appropriate adoption dates of the listed standards;
- (4) The name or mark of the manufacturer and model number of the product certified;
- (5) The location of the manufacturing plant of origin for the product; and
- (6) Any labeling information required for the product listed in the product standards approved by the Board.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0310****Status of Existing Approved Plumbing Products**

All existing approved plumbing products listed in the plumbing product approval files of the division as of October 1, 1997, shall be reviewed against the provisions of these rules. The Board may revoke the approval of the product for failure to comply with these rules. The Board shall provide the manufacturer notice of intent to revoke approval. The manufacturer shall have 30 days from the date of receipt of a notice to revoke product approval to respond to the notice issued by the Board. Judicial review of the Board's decision to revoke approval shall be available as provided for in ORS Chapter 183. Unless the Board determines that allowing a plumbing product's approval to continue would result in an immediate threat to public health and safety, the Board's decision to revoke a product's approval shall be stayed pending the outcome of any appeal.

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

**918-770-0320****Approved Plumbing Product Standards and Specifications**

The following standards and specifications for plumbing products are approved by the Board:

- (1) Composting Toilets, NSF Standard No. 41-May 1983.
- (2) Recognized plumbing product standards listed in Chapter 14, Table 14-1 of the 1996 Oregon State Plumbing Specialty Code.
- (3) Testable backflow prevention assemblies approved by the Oregon Health Division Drinking Water Program and listed on the May 1996 "Approved Backflow Prevention Assembly List."

Stat. Auth.: ORS 447.152

Stats. Implemented: ORS 447.152

Hist.: BCD 10-1997, f. 7-16-97, cert. ef. 10-1-97

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**Oregon Administrative Rules  
1998 Compilation**

**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 780**

**PLUMBING PERMITS, FEES, INSPECTIONS AND  
DEFINITIONS CONCERNING PLUMBING  
INSTALLATIONS**

**918-780-0005**

**Definitions**

Definitions as used in OAR 918-780-0005 to 918-780-0020:

- (1) "Alterations" means to change, to take away, or to add to.
- (2) "Application" means a form to be filled out with pertinent data when applying for a permit.
- (3) "Building sewer" means that part of the horizontal piping of a building drainage system beginning five (5) feet beyond the established line of a building and extending to its connection with a public or private sewer, cesspool, septic tank, waterway, or any other approved means of sewage disposal.
- (4) "Duplex" means a building or structure used to house two individual single-family residence units.
- (5) "Existing" means that part of a plumbing installation which was in existence prior to an alteration and which is not required to be replaced by the alteration.
- (6) "Exterior" means the surface area surrounding the outside of a building or structure.
- (7) "Governmental Agency" means the federal government, all agencies of the state government, political subdivisions of the state government, and all municipal corporations or districts established under law.
- (8) "Inspection" means careful investigation, critical examination, or official examination and review of the plumbing installation at the site of the installation.
- (9) "Plumbing fixture" means any receptacle, appliance, or device used or intended to be used as part of or in connection with a plumbing installation and which receives water supplied from the water distribution system and/or discharges waste.

- (10) "Plumbing permit" means a document granting permission to install plumbing or portions thereof.
- (11) "Representative" means an agent.
- (12) "Service lateral" means that portion of a sewer line extending from a public sewer or a combined point of disposal to the property line.
- (13) "Single-family residence unit" means a building or structure or portion thereof which is an enclosed area adapted to living purposes by one or more persons related to one another by blood or marriage.
- (14) "Special waste lines" means waste lines engineered and installed in such a way as to solve waste problems that would otherwise be present if a connection were made to an ordinary waste line and includes special lines such as an indirect waste or waste piping to receptors, corrosion-resistant piping, sand, oil, gas, or grease interceptors, condensers, or pretreatment facilities.
- (15) "Water system" means an assemblage of plumbing materials, controls, and equipment connected to the source of supply and used to convey and distribute potable water to and within a building, structure, or premises.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 31, f. 4-19-74, ef. 5-11-74; Renumbered from 814-029-0001; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0600

## **918-780-0010**

### **Inspection and Enforcement**

#### **(1) Permits Required:**

- (a) No person, firm, or corporation shall do plumbing work in the State of Oregon without first obtaining a plumbing permit and paying the appropriate fees to the authorized permit issuing agency;
- (b) Plumbing permit fees shall be doubled if installation is commenced prior to issuance of the permit, except that this provision will not apply to proven emergency installations, in which case a permit shall be obtained within five days of commencing installation.

(2) Purpose of Permit. The issuance or granting of a plumbing permit is for the purpose of knowing where to make inspections and to defray the cost of inspections. The permit shall not be construed to be an approval of any violation of any of the provisions of the statutes or of OAR Chapter 918, Divisions 750 to 799. The issuance of a permit shall not prevent the Administrator from thereafter requiring the correction of errors in sums due for the permit in installations or in requiring the work to be done only by those authorized by law.

#### **(3) Notice Required for Inspections:**

- (a) No plumbing installation shall be covered or concealed without first obtaining the approval of the Division;
- (b) The Division shall have at least 48 hours, excluding Saturdays, Sundays, and holidays, after notification that the permittee is ready for an inspection, in which to make the following inspections:

##### **(A) New Construction or Remodeling:**

- (i) A rough-in inspection prior to placement of any concrete, cover, or backfill, or prior to placement of subflooring if frame construction must be requested by the permittee;

(ii) A cover inspection when all plumbing rough-in is in place prior to being covered;

(iii) A final inspection just prior to the building or remodeled area being occupied.

(B) Replacement of Fixtures (no new construction or remodeling connected therewith) A final inspection of the plumbing fixtures for proper installation;

(C) Other Inspections. In addition to the inspections required to be called for by the permittee as specified above, the Division may make or require any plumbing installation to ascertain compliance with the provisions of statutes or rules.

(4) Correction Notice for Violations. All deviations from the requirements of the statutes or rules shall be specified in writing and a copy furnished to the permittee. An additional copy may be posted at the site of the installation or mailed or delivered to the permittee or his agent at the address shown on the permit. The Division may provide information as to the meaning or application of the statutes and rules but shall not design or lay out work for contractors, owners, or users. Refusal, failure, or neglect to correct deviations from the minimum standards specified in the notice within 10 days of receipt or of posting of the notice of violation shall be considered a separate violation of these administrative rules.

(5) Enforcement:

(a) Right of Entry. Whenever necessary to make inspection to enforce any of the provisions of **Oregon State Plumbing Specialty Code**, or whenever the Administrator has reasonable cause to believe that there exists in any building or upon any premises plumbing work being installed or which has been installed after the effective date of OAR Chapter 918, Divisions 750 to 799, and in violation thereof, the Administrator or designee may enter such building or premises at all reasonable times to inspect the same or to perform any duty imposed upon the Division by statute or rules; provided that if such building or premises be occupied, he shall first present proper credentials and demand entry, and if such building or premises be unoccupied, he shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and demand entry. If such entry is refused, the Administrator shall have recourse to every remedy provided by law to secure entry. No owner or occupant or any other person having charge, care, custody, supervision, or control of any building or premises shall fail or neglect, after proper demand is made as herein provided, to properly permit entry therein or thereon by the Administrator or designee for the purpose of inspection and examination pursuant to statute and OAR 918, Divisions 750 to 799;

(b) Stop Orders. Whenever any plumbing installation is being made contrary to the provisions of the **Oregon State Plumbing Specialty Code** or OAR Chapter 918, Divisions 750 to 799, the Division may order the installation stopped by notice in writing served on any person engaged in causing such installation to be made, or by posting a copy thereof at the site of the installation, and thereafter no person shall proceed with the installation until authorized to proceed by the Division.

(6) Testing of Systems. All plumbing systems and water piping shall be tested and approved.

(a) Tests shall be conducted in the presence of the authority having jurisdiction or duly appointed representative.

(b) Upon completion of a section or of the entire hot and cold water supply system, it shall be tested and proved tight under a water pressure not less than the working pressure under which it is to be used. The water used for tests shall be obtained from a potable source of supply. A 50-pound-per-square-inch (344.5 kPa) air pressure may be substituted for the water test. In either method of test, the piping shall withstand the test without leaking for a period of not less than 15 minutes.

(c) No test or inspection shall be required where a plumbing system, or part thereof, is set up for exhibition purposes and has no connection with a water or drainage system.

(d) In cases where it would be impractical to provide the aforementioned water or air tests, or for minor installations and repairs, the authority having jurisdiction may make such inspection as deemed advisable to assure the work has been

performed in accordance with the intent of these rules.

Stat. Auth.: ORS 447.020

Stats. Implemented: ORS 447.020

Hist.: DC 31, f. 4-19-74, ef. 5-11-74; Renumbered from 814-029-0010; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0605; BCD 21-1996, f. 9-30-96, cert. ef. 10-1-96

## **918-780-0015**

### **Plumbing Permit Fees**

The following inspection fees are established by the Plumbing Board under ORS 447.020 and 447.095:

(1) Notwithstanding any provision of this rule which could result in a lower fee, the minimum inspection fee is \$40.

(2) Part A -- One and Two Family Dwellings (Dwellings) Inspection Fees -- Dwelling inspection fees for construction, remodel alteration or repair including drain, waste and vent piping and water distribution piping, but excluding building sanitary, storm or combination sewer service piping and potable water service piping:

(a) For plumbing not included in subsections (b) and (c) of this section, \$15 per fixture;

(b) Dwelling each bath (new construction only), \$60;

(c) Dwelling each one-half bath (new construction only) \$30.

(3) Dwelling, sanitary and storm or combination sewer installation, \$28.

(4) Dwelling water service installation, \$28.

(5) Dwelling water treatment equipment; alternate heating system connection to potable water supply; solar connections to potable water supply; water heater replacement; water service replacement; connection of appliance to plumbing system; alteration or repair of existing water piping; installation of backflow protection devices other than atmospheric type vacuum breakers; and alteration or repair of existing drainage waste or vent piping, \$40.

(6) Part B -- Manufactured Dwellings Inspection Fees -- Manufactured dwelling inspection fees for:

(a) Connecting existing sanitary, storm or combination sewer and water or sewer or water service, \$40;

(b) Installing water service, \$28;

(c) Installing sanitary, storm or combination sewer, \$28.

(7) Part C -- Recreational Vehicle and Manufactured Dwelling Parks Inspection Fees -- Recreational vehicle and manufactured dwelling park inspection fees are a combination of:

(a) A base fee:

(A) Five or fewer spaces, \$190;

(B) Six to 19 spaces, \$33 per space; or

(C) Twenty or more spaces, \$23 per space; and

(b) A fixture fee multiplying the fixtures in each structure or accessory building and storm sewer system by \$15.

(8) Part D -- Commercial and Industrial Inspection Fee -- Inspection fee for plumbing installations in commercial and industrial and multi-family dwellings that are not one- or two-family dwellings:

(a) Less than four fixtures, \$50;

(b) Four to ten fixtures, \$123;

(c) More than ten fixtures, \$123 base fee

plus the number of fixtures over ten times \$15.

(9) A separate fee for each water service, building storm, sanitary or combination sewer:

(a) Up to first 100 feet, \$40;

(b) Each additional 100 feet or fraction, \$40 for

the first 100 feet plus \$22 times each additional 100 feet or fraction.

(10) Part E -- Prefabricated Structure Inspections:

(a) Inspection fee for initial installation of prefabricated structure and connection of new plumbing services or existing services covered in a single inspection, \$40;

(b) Inspections for connections to existing prefabricated structures to new water service, building storm, sanitary or combination sewer are charged under section (9) of this rule.

(11) Part F -- Miscellaneous Inspection Fees -- Charges for inspections requested by a governmental agency under ORS 190.003 to 190.110 are negotiable and subject to revisions project-to-project:

(a) Reinspection of violations found at a second or later inspection, \$40;

(b) Specially requested inspections or

surveys:, \$40 per hour or any portion of an hour.

(12) For the purposes of this rule, "fixtures" includes are not limited to the following:

(a) Area drain;

(b) Backflow prevention devices (other than atmospheric vacuum breakers);

(c) Bathtubs;

(d) Bidets;

(e) Catchbasins;

(f) Clotheswashers;

(g) Dental units or cuspidors;

(h) Drinking fountains;

- (i) Floor drains;
- (j) Hose bibbs or sill cocks;
- (k) Interceptors;
- (l) Laundry tubs;
- (m) Receptors;
- (n) Showers;
- (o) Sinks;
- (p) Troughdrains;
- (q) Urinals;
- (r) Water closets;
- (s) Water heaters.

Stat. Auth.: ORS Ch. 447.020 & 447.095

Stats. Implemented: ORS 447.020 & 447.095

Hist.: DC 31, f. 4-19-74, ef. 5-11-74; DC 72, f. 4-19-76, ef. 6-1-76; DC 78 (Temp), f. & ef. 6-16-76 thru 10-13-76; DC 10-1978, f. & ef. 3-16-78; Renumbered from 814-029-0020; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 1-1983, f & ef. 1-3-83; DC 27-1984, f. 8-31-84, ef. 10-15-84; DC 16-1987(Temp), f. 6-25-87, ef. 6-26-87; BCA 12-1988, f. & ef. 9-8-88; Renumbered from 814-021-0610; BCA 15-1993(Temp), f. 6-30-93, cert. ef. 9-1-93; BCA 3-1994, f. 1-14-94, cert. ef. 2-27-94

## **918-780-0020**

### **Permit Application**

- (1) The Division shall provide a permit application to each applicant for a permit. The form shall require all information necessary to compute the cost of the permit and the exact location of the installation.
- (2) A plumbing permit issued to one person or firm is not transferable and shall not permit any other person, persons, or firm to perform any plumbing work thereunder unless the new person or firm is certified.
- (3) A plumbing permit shall be issued by the Division upon payment of fees as required by this rule and upon receipt of a completed application form. The signature of a licensed plumbing contractor, residential pump installer, home owner or the contractor's authorized representative is required on each permit to aid inspections by the Division and indicate responsibilities under ORS 447.020.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.020

Hist.: DC 31, f. 4-19-74, ef. 5-11-74; Renumbered from 814-029-0030; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0615

## **Plumbing Inspections**



## Ordinary Minor Repair and Minor Plumbing Installation Rules For one- and Two-Family Residences

### 918-780-0100

#### Authority for Rules

Scope and Authority. The rules in this subpart are required by ORS 447.010 and 447.072 for one- and two-family dwellings and designate:

- (1) "Ordinary minor repairs" that are exempt from plumbing permit and inspections;
- (2) Accessible minor plumbing installations that can be inspected under random inspection procedures; and
- (3) Emergency minor plumbing installations that can be inspected under random inspection procedures.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

### 918-780-0110

#### Definitions

Definitions. These definitions apply to the rules in OAR 918-780-0100 to 918-780-0190.

- (1) "Accessible" means having access to the work, either directly such as through a door or crawlspace or indirectly by removing an access panel or similar removable obstruction.
- (2) "Jurisdiction" is the Building Codes Division or a municipality having authority to administer the **One and Two Family Dwelling Specialty Code**.
- (3) "Minor plumbing label" is an adhesive sticker sold by a jurisdiction identifying the jurisdiction issuing the sticker and having a serial number, space for a date and identification of the person doing the work, registration number of plumbing contractor and other information.
- (4) "Minor plumbing label log" is a sheet attached to a book of labels on which installation locations and other information are recorded.
- (5) "New piping" means the aggregate length of added piping including fittings and couplings. This applies regardless of whether the fittings and couplings are replacements.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94; BCD 9-1997(Temp), f. 6-30-97, cert. ef. 7-1-97; BCD 17-1997, f. 9-30-97, cert. ef. 10-1-97

**918-780-0120****Exempt Ordinary Minor Repairs**

(1)(a) Exempt plumbing transactions. The following do not involve any changes or alterations of an existing plumbing system and are designated as "ordinary minor repairs" exempt from permits and inspections:

(A) Repair, replacement or maintenance of existing and accessible, fixtures, parts, appliances, appurtenances, related water supply and drain attachments; or

(B) Emergency repair or replacement of freeze-damaged or leaking concealed piping not exceeding three feet of new piping.

(b) "Ordinary plumbing repairs" do not include replacement of water heaters, and except as allowed by section (1) of this rule. Work inside of a wall, ceiling or underfloor; permanently concealed work or work to be permanently concealed.

(2) Scope of the exemption.

(a) "Qualified person". This exemption is only available when the work is done by a licensed and registered plumbing contractor, a licensed plumber in the employ of a registered plumbing contractor or person exempt from licensing.

(b) Permit and inspection. The exemption allows the work to be done without a plumbing permit and inspection.

(c) Code requirements. The plumbing product certification and One and Two Family Dwelling Specialty Code plumbing installation requirements remain applicable.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

**Minor Plumbing Installations Subject to Random Inspections****918-780-0130****General**

(1) Two types of minor labels shall be offered by all jurisdictions: "Accessible" and "not accessible" minor labels.

(2) Conditions of the minor plumbing installation program:

(a) Only a registered plumbing contractor can purchase minor plumbing labels; and

(b) Only permit requirements are deleted. The **One and Two Family Dwelling Specialty Code** plumbing installation provisions and plumbing product certification requirements shall be followed.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the agency.]

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94; BCD 9-1997(Temp), f. 6-30-97, cert. ef. 7-1-97; BCD 17-1997, f. 9-30-97, cert. ef. 10-1-97

## **918-780-0140**

### **"Accessible" Minor Plumbing Label**

(1) "Accessible" minor plumbing" is the:

(a) Repair, replacement, or maintenance of water heaters, including water heater conversions; and

(b) Alteration of parts of an existing plumbing system not exceeding three fixtures, or 20 feet of new piping or both provided the work is "accessible" to an inspector.

(2) Plumbing fixtures include, but are not limited to, bathtubs, bidets, showers, sinks, water closets and water heaters.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

## **918-780-0150**

### **"Not Accessible" Minor Plumbing Label**

(1) Items subject to "not accessible" minor plumbing Label. "Not accessible" minor plumbing label" is the label used for repair or replacement of concealed freeze-damaged or leaking parts of an existing plumbing system not exceeding three fixtures, or 20 feet of new piping or both. An exempt "ordinary minor repair" is excluded from this definition.

(2) Special Conditions of the "Not Accessible" Minor Plumbing Label Installation. A notification of availability for inspection is required when a "not accessible" minor plumbing label is used.

(a) The plumbing contractor shall place the label when the work is started but leave the work uncovered and notify the inspecting jurisdiction the installation is available for inspection within 48 hours of completion of the installation, unless the work is completed during a holiday or weekend, in which case notification must be given within 48 hours of the earliest business day following;

(b) The work shall not be covered until the earlier of inspection or lapse of 48 hours, non-holiday or weekend hours following notice to the inspecting jurisdiction;

(c) The actual notice must be given to the inspecting jurisdiction. This can be done by personal contact, telephone or facsimile transmission.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

## **918-780-0160**

### **Checklist for Plumbing Contractors**

Checklist for Plumbing Contractors Using Minor Plumbing Labels.

(1) A plumbing contractor making an "accessible" minor or "not accessible" installation shall fill in the information required on the label on or near the electrical service panel for the residence. In the case of a "not accessible" minor installation, on or near the installation at the time of commencement of the installation.

(2) Record the installation in the minor label log.

(3) Return the log to the jurisdiction selling the log as soon as the booklet of ten minor labels are used or every 12 months from date of purchase of the labels and log, whichever occurs first. No refunds shall be made for unused labels.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

## **918-780-0170**

### **Checklist for Jurisdictions**

(1) "Accessible" minor label installations. The inspecting jurisdiction shall inspect at least one accessible minor label installation listed in a minor label log that is returned to the inspecting jurisdiction. This inspection shall be made within 30 days of the return of the log. If the work inspected violates the code under which the installation is made, the inspecting jurisdiction shall require corrections and may:

(a) Inspect additional installations listed in the log; and

(b) Charge the person or firm who purchased the labels for all new inspections and for all reinspections required at the jurisdiction's hourly plumbing inspection rate.

(2) "Not Accessible" minor plumbing label installations. The inspecting jurisdiction shall inspect at least one out of every ten not accessible minor label installations. The inspections shall be performed within 48 hours of the request for inspection or work may be covered. Nothing in these rules shall prevent a jurisdiction from making arrangements with the plumbing contractor for a later than 48-hour inspection date that is mutually agreeable. If the work inspected violates the code under which the installation is made, the inspecting jurisdiction shall require corrections and may:

(a) Inspect additional installations listed in the log; and

(b) Charge the person or firm who purchased the labels for all new inspections and for all reinspections required at the jurisdiction's hourly plumbing inspection rate.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

## **918-780-0180**

## Fees

(1) A book containing ten "accessible" minor labels and log shall be sold for \$100 per book.

(2) A book containing ten "not accessible" minor labels and log shall be sold for \$100 per book.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94; BCD 9-1997(Temp), f. 6-30-97, cert. ef. 7-1-97; BCD 17-1997, f. 9-30-97, cert. ef. 10-1-97

## 918-780-0190

### Waiver of Permits

(1) Subject to section (2) of this rule and notwithstanding any other requirement in the One and Two Family Dwelling Speciality Code for a plumbing permit, no permit shall be required for an "accessible" or "not accessible" minor plumbing installation within areas inspected by the Building Codes Division and within a jurisdiction adopting the random inspection program.

(2) Nothing shall prevent a jurisdiction from selling a plumbing permit and making an individual inspection of an installation eligible for minor label treatment if the person or firm taking out the permit knowingly requests a permit and pays the appropriate fee.

Stat. Auth.: ORS 447.072 & 447.076

Stats. Implemented: ORS 447.072 & 447.076

Hist.: BCD 17-1994, f. 7-21-94, cert. ef. 10-1-94

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 790**

**COMPOSTING TOILET RULES**

**918-790-0010**

**Construction and Installation of Composting Toilets**

**(1) Definitions:**

(a) "Administrative Authority" means the government unit which has jurisdiction for inspection and enforcement of the Plumbing Specialty Code in a given area;

(b) "Compost Toilet" means a permanent toilet receptacle used to receive and store human wastes, toilet paper, biodegradable domestic garbage, and other vegetative matter for the purpose of aerobic decomposition of materials received therein.

(2) Security Bond Requirement: Prior to installation of a compost toilet or any part thereof, the manufacturer, distributor, or other person selling to the installer, must file a surety bond or other security in the amount of \$5,000 with the Division in accordance with ORS 447.118. A manufacturer of a model of composting toilet may make a single filing on behalf of the distributors supplying its toilets. The surety shall be liable for, or the security shall be available for, the payment of any expenses incurred by the Division within the first year after the installation of the composting toilet which required the expenditure.

**(3) Product and Design Approval:**

(a) Before a manufactured or individually designed compost toilet is installed, approval must be obtained from the Division with concurrence of the Board for the unit and type of usage. Design plans, performance standards, instructional material and other information the Division deems necessary shall be submitted to the Division accompanied by a fee of \$25 for approval of a design for a single use or \$100 for approval for multiple production and use in more than one location. Design plans, performance standards, instruction material and other information the Division deems necessary shall be submitted to the Division accompanied by a fee of \$15;

(b) Prior to approval of any composting toilet or design, the Administrator shall obtain the concurrence of the Board;

(c) Criteria used to evaluate the units will include, but not be limited to:

- (A) Materials used in the construction of compost toilets shall be durable and impervious, such as fire resistant fiberglass, concrete, ceramic, or other materials approved by the Division;
  - (B) Compost toilets shall be equipped with an electrical ventilation fan or mechanical ventilation device adequate to maintain an air flow sufficient for aerobic composting;
  - (C) Screened air vents shall be provided to allow an unrestricted flow of air to the oxidation chamber;
  - (D) All compost toilets shall be constructed, sealed, and screened to effectively eliminate flies and all vermin from entering the unit;
  - (E) Access doors shall be installed in locations which provide ready access for servicing and cleaning. All access doors shall have watertight and airtight seals; except for openings designed to provide adequate air flow;
  - (F) All composting toilets shall bear the manufacturer's name and trade mark for identification and such identification shall be located so as to be readily visible;
  - (G) The manufacturer shall provide and attach to the unit complete installation and operation instructions approved by the Division;
  - (H) Compost toilet chambers shall have at least one cubic yard capacity for a one-bedroom or two-bedroom dwelling. Any additional bedrooms may require a larger chamber as required by the Division.
- (d) A list of manufactured toilets with one cubic yard capacity or larger, approved for specific types of locations, will be maintained by the Division. The Division, with concurrence of the Board, may initiate a re-evaluation of any toilet or design and delete those from the list which create a public health hazard;
- (e) Compost toilets with chambers smaller than one cubic yard capacity may, on a case-by-case basis for each installation, be approved by the Division with concurrence of the Board.
- (4) Site Locations: Residential compost toilet installations shall be limited to areas where a grey water disposal system approved by the Department of Environmental Quality can be installed and used; or such grey water is discharged into a public sewage system.
- (5) Installation:
- (a) Prior to commencement of the installation of a composting toilet, a plumbing permit must be obtained from the Administrative Authority at the cost of \$35. A permit will be granted upon showing:
    - (A) The site location is in accordance with OAR Chapter 918, Division 790; and
    - (B) The manufactured composting toilet or individual design has been approved by the Division with concurrence of the Board for the intended usage.
  - (b) Compost toilets shall be designed to provide a solid connection to the floor with corrosive-resistant fasteners:
    - (A) All suspended under-floor components shall be supported with non-corrosive hangers adequately designed to support the weight of the system. Hangers shall meet the approval of the Administrative Authority;
    - (B) All under-floor components designed to set on a stable surface shall have footings adequately designed to support the weight of the system.
  - (c) Vent pipes shall be sealed at all joints and insulated in a way to minimize condensation. The vent stack shall extend from each chamber or seat box to a point at least two feet above the highest elevation of any portion of the building within ten feet of the vent. Each vent shall be flashed and shall terminate not less than ten feet from or at least three feet above any window, door, opening, air intake, or vent shaft; nor less than three feet in every direction from any lot line,

alleys and streets excepted;

(d) All compost toilets shall be installed in an insulated area, or the chamber shall be so insulated as to maintain a proper temperature inside the chamber to keep a biological balance of the materials therein;

(e) Where a compost toilet is installed in an existing dwelling, piping, fixtures or equipment shall be so located as to not interfere with the normal use thereof or with the normal operation and use of windows, doors, or other required facilities.

(6) Inspections:

(a) All installations shall be installed in a workmanship like manner and shall not be put into use until inspected and approved by the Administrative Authority;

(b) Either the Administrative Authority or the Division may conduct periodic inspections of any compost toilet in accordance with ORS 447.124;

(c) If the Division finds that a composting toilet is in violation of OAR Chapter 918, Division 790, it may take such action as provided for in ORS 447.124.

(7) Maintenance:

(a) Humus from composting toilets may be used around ornamental shrubs, flowers, trees, or fruit trees and shall be buried under at least twelve inches of soil cover. Deposit of humus from any compost toilet around any edible vegetable or vegetation shall be prohibited;

(b) The compost toilet system of any premises under the jurisdiction of the Administrative Authority shall be maintained in a sanitary and safe operation condition by the owner or by his agent. Whenever compliance with all of the provisions of OAR Chapter 918, Division 790 fails to eliminate or alleviate a nuisance or any dangerous or insanitary condition which may involve health hazards or safety hazards, the owner or his agent shall install such additional plumbing and drainage facilities or shall make such repairs or alterations or removals as may be ordered by the Administrative Authority.

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.118

Hist.: DC 12-1978, f. 4-5-78, ef. 4-15-78; DC 4-1979, f. 1-24-79, ef. 1-25-79; DC 7-1979, f. 3-26-79, ef. 4-1-79; DC 13-1981, f. 10-30-81, ef. 11-1-81; DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0900

## **918-790-0015**

### **Self-Closing Valves in Public Restrooms**

Lavatories. Lavatories in restrooms available for public use shall:

(1) Be equipped with outlet devices which limit the flow of hot water to a maximum of 0.5 gpm (2 litres per minute).

(2) Be equipped with devices which limit the outlet temperature to maximum of 110° F. (45° C.).

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 447

Stats. Implemented: ORS 447.118



Hist.: DC 1-1983, f. & ef. 1-3-83; Renumbered from 814-021-0905; BCA 14-1990, f. & cert. ef. 6-13-90

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**DEPARTMENT OF CONSUMER AND BUSINESS SERVICES, BUILDING CODES  
DIVISION**

**DIVISION 900**

**WEATHERIZATION FOR VETERAN'S LOANS**

**918-900-0000**

**Scope**

These rules (Chapter 918, Division 900) establish minimum weatherization standards for approval of loan applications by the Department of Veteran's Affairs on homes constructed before July 1, 1974. This rule is required by ORS 407.055.

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.175

Hist.: DC 100, f. & ef. 9-19-77; DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0005

**918-900-0005**

**Definitions**

(1) "Cost Effective" for this program means that the first year annual dollar savings from any weatherization modification will be equal to or greater than the additional annual loan repayment amount. The determination shall be made using an interest rate which is the nearest 1/4 of 1 percent of the prevailing D.V.A. loan rate and energy prices prevailing at the time of the mortgage loan commitment.

(2) "Thermal Resistance (R)" means the measure of the resistance of a material or building component to the passage of heat. The resistance value (R) of mass type insulation shall not include any value for reflective facing. The units of R are hr. ft<sup>2</sup> °f/BTU.

(3) "Unheated Space" means any space exposed to ambient temperature and not provided with a heat supply capable of maintaining a minimum temperature of 60° F.

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.175

Hist.: DC 100, f. & ef. 9-19-77; DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0010

## 918-900-0010

### Weatherization Standards

(1) The following are cost effective as defined in OAR 918-900-0005(1) in all areas of the state:

- (a) All windows and doors shall be weatherstripped;
- (b) Cracks and openings shall be sealed.

(2) Ceilings: Insulate to R-30 and provide ventilation in accordance with Section 3205(c) of the Uniform Building Code.

**EXCEPTION:** Where the roof system cavity is inadequate for compliance with the requirements, and analysis shall be made to determine the cost effective of additional insulation.

(3)(a) Floors over unheated spaces: Insulate to R-19 in all homes with crawl spaces or unheated basements;

**EXCEPTION:** If the floor is insulated, an analysis shall be made to determine the costs effective of additional insulation.

(b) Ground Cover. Ground cover shall be installed on the ground in crawl space when insulation is installed. Ground cover shall be 6 mil black polyethylene or other approved material of equivalent per rating. Ground covers shall be lapped 12 inches at all joints and cover the entire surface area extending full width and length of the crawl space and turn 12 inches up the foundation wall.

(4) Supply and return heating air ducts in unheated spaces: Insulate to R-7 Joints and Seams of duct systems shall be made substantially airtight by means of tapes, mastics, gasketing or other means.

(5) Windows and Doors:

(a) Single glazed windows shall have tightly fitting storm windows installed or be replaced with double glazed windows. Doors shall have tightly fitting storm doors installed;

(b) All double-glazing or storm windows shall meet the requirements of Chapter 54 of the **Structural Specialty Code** in regard to glass thickness and type subject to human impact.

(6) Water heaters located in unheated spaces: Insulation wrap shall be added to all water heaters with less than R-16 to the level required to bring the total insulating value of the insulation to R-16. (R-11 insulation wrap will normally meet this requirement.)

**EXCEPTION:** Controls, control panel covers, electrical wire inlets, combustion air inlets, and draft hood opening shall not be covered with insulation.

[Publications: The publication(s) referred to or incorporated by reference in this rule are available from the Building Codes Division.]

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.175

Hist.: DC 100, f. & ef. 9-19-77; DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0015

## 918-900-0015

## Program Compliance

When compliance with these weatherization requirements appears not practical, an analysis shall be made to determine the costs effectiveness of the requirement.

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.175

Hist.: DC 100, f. & ef. 9-19-77; DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0020

## 918-900-0020

### Code Compliance

(1) All insulation or weatheriza-tion performed pursuant to OAR 918-900-0000 through 918-900-0025 shall be performed in accordance with the applicable specialty code.

(2) Particular attention is called to the following: When insulation is installed under floors, a vapor barrier of a one perm rating or less is required on the warm (in winter) side of insulation. This vapor barrier need not be an integral part of the insulation material.

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.175

Hist.: DC 100, f. & ef. 9-19-77; DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0025

## 918-900-0025

### Educational Materials

The Department of Energy may prepare educational material on costs benefits and projected energy savings of equipment and building components not covered by OAR 918-900-0010. The Department of Veterans' Affairs shall provide all such educational material to each applicant for a loan under OAR 918-900-0000 through 918-900-0025 and provide technical assistance to the veteran in making an educated selection of additional equipment.

Stat. Auth.: ORS Ch. 407

Stats. Implemented: ORS 407.115, 407.175

Hist.: DC 17-1980, f. 10-17-80, ef. 1-1-81; Renumbered from 814-005-0030

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