



## Report of the OBOA Standards Committee

Chair: Ted Zuk  
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Last Committee Meeting Date: June 12, 2024  
Location: Zoom

### Report Date July 19, 2024 at ABM Riverhouse, Bend

#### Committee Members

Blaine Curry	Dan Carlson
Sean Blaire	Steve Matiaco
Garrett Freshour	John Rodriguez
Jonathon Balkema	Kimberlee McArthur
Ted Zuk	Chad Wiltrout

The Standards Committee held its last meeting virtually on June 12, 2024. Meeting minute notes with updates below:

1. **Permit Fee Comparison:**

There were 23 cities and 7 counties participating in the fee study this year. Additionally, there were 10 cities and 4 counties who did not participate this year but did last time and their last available data was included. As was previously decided by the SC, next year survey will go out earlier in February to capture data sooner to hopefully be timelier before jurisdictions start their fee process and budgets. February would also coincide with the ICC Valuation reports.

2. **Write it Cite It:**

It was previously decided that we as a committee would try and come up with a new OBOA write it- cite it cheat sheet. With that, we are polling the membership and ask for their W-C lists. After docs received, we review as a committee and pare down to the essentials and break regional differences as appropriate.

You should see a poll question from OBOA asking you to send your favorite write it- cite it's to the SC. Please take a moment to do so when you receive the request.

3. **Recommended Forms and Policies:**

There were 4 more suggested forms in Word format added since the last report. With the 13 already available, this brings us up to 17 forms available for your use. They are in word format so you can easily edit as you like and add your jurisdictional logo on them to make them your own. Again, we are polling the membership on what forms they were looking for and solicit any you were willing to share with Standards to review and propose as new additions.

**If you are interested in joining this committee, we welcome your participation!  
Please contact the committee chair as noted above contact Ted Zuk as Chair.  
[zuktj@jacksoncounty.org](mailto:zuktj@jacksoncounty.org) or the OBOA office at 503.691.6262 for details.**

4. [Other Projects in the Workplan:](#)

Remote inspections Best Practices, rewrite for a living Reference Manual for Building Officials and Suggested Policy and Procedures for OBOA Committees are also part of our workplan. Stay tuned for updates as we work through these.

A list of those forms that are available on the OBOA Standards Committee webpage.

- [Accessibility to Existing Building Alterations Compliance Report](#)
- [Alternate Method Form 8](#)
- [Deferred Submittal Form 8](#)
- [Existing Building Permit Form](#)
- [Moisture content & High-Efficiency Interior & Exterior Lighting System Acknowledgement Form](#)
- [Nonconditioned Building Acknowledgement Form](#)
- [Phased Submittal Form](#)
- [Pool Barrier Acknowledgement Form](#)
- [Prescriptive Solar Photovoltaic Installation Checklist](#)
- [Property Owner Statement Regarding Construction Responsibilities](#)
- [Property Owner Consent Form](#)
- [Request for Reproduction of Copyright Materials](#)
- [Residential Energy Efficiency Form](#)

Those recently added:

- FOG Plumbing Application form
- Commercial Kitchen Hood Verification Form
- Commercial Reroof Application Form
- Commercial Mechanical HVAC Checklist

Respectfully Submitted,  
OBOA Standards Committee

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