



International Code Council

SEVENTEENTH COMMITTEE MEETING MINUTES Off-Site Construction Tiny Houses Standard Consensus Committee (IS-OSMTH)

(Committee approval pending)

The seventeenth meeting of the ICC Off-Site Construction Tiny Houses Standard Consensus Committee (IS-OSMTH) was convened on March 19, 2025 to continue the process of developing the ICC 1215 standard. The teleconference meeting was conducted through Teams.

1. Meeting Opening

- a. Opening remarks, objective of the meeting, and housekeeping:

ICC staff member, Kim Paarlberg called the meeting to order at 2:00 pm CT and welcomed all committee members and ICC staff. This seventeenth meeting of the committee is open to the public in accordance with ICC policy. All meeting participants were urged to read the ICC Code of Ethics, section 5.1.10 Representation of Interests in Council Policy (CP) #7 and CP #50 Antitrust provisions in the spirit of code of conduct. These documents are on ICC’s website under Corporate Governance.

- b. Quorum and membership review:

Ms. Paarlberg called the roll of the IS-OSMTH with the following members registering attendance. Ms. Paarlberg noted that 9 of 17 committee members is required for a quorum in order to conduct business which was exceeded for the meeting.

NAME	2024 IS-OSMTH COMMITTEE MEETING			
	#14 02/05/25	#15 02/19/25	#16 03/05/25	#17 03/19/25
Alex Ontiveros Aguilar [d]	X			X
Thomas Campbell [h]				
Mike Cheatham [b]	X	X	X	X
Zack Giffin [f]	X	X	X	X
Joshua Harmon [d]	X	X		X
Caleb Knowles [a]	X	X	X	X
Vina Lustado [d]	X	X	X	X
Tracy Manchego-Baker [d]	X	X	X	X
Bill McKinney [h]				
Nick Mosely [a]	X	X	X	X
Jon Paradine [h] chair	X		X	X
Dena Paschke [h]				
Jay Richards [h]	X		X	X
Matt Rozzell [h]				
Abby Shank [d]	X	X		X
David Tompos Sr [c]	X	X	X	X

Alaska Wagoner [f]	X	X	X	X
Brad Wiseman [d] v chair	X	X	X	X
TOTAL	14/17	11/17	11/17	13/17

Interested parties:

Janet Thome
Vera Struck
Shane Nilles
Amelia Dicks
Macy Miller
Mike Schmidt
Jeff Munsterteiger
Kelly Cobeen

Note: Thomas Campbell has changed employers and due to time constraints cannot continue his participation on the committee. Dena Paschke has retired and stepped down from the committee. Staff is working to appoint replacements. Bill McKinney contacted staff and will be unavailable to attend meetings for a period of time. Staff will evaluate participation.

- c. The previous meeting minutes ~~and today's agenda~~ was approved for the meeting.

2. ICC Standard Development Process & Policies:

An ICC webpage has been created for the [off-site construction](#) committees and public to view the latest news, meeting notices, meeting minutes and working documents for the public to view. Minutes are also posted to the committee OneDrive folder.

3. Discussion of public comments:

01-17-24 –Kim advised committee about staff note; no action. Need to clarify if this is either of the following, or all of the following.

03-02-24 – Discussion of definitions for small residential units and tiny house.

A motion was brought forth to modify, clarify and affirm the definitions as described below:

SMALL RESIDENTIAL UNIT (SRU). A dwelling that is 1200 square feet (111 m²) or less excluding lofts and is constructed as a permanent residential structure with or without a permanent chassis system.

TINY HOUSE. A SMALL RESIDENTIAL UNIT that is 400 square feet (37 m²) or less excluding lofts.

Extended discussion - All of these units have to be dwelling units. Some people felt that this is not clear in the current proposed definitions. Should a tiny house should be a subset of small residential units, or should tiny houses and SRU be separate? Is this a conflict with the scope of the standard? The committee voted 10-2 for the proposed definitions. The reason is for the definitions to be consistent with the purpose and scope of the standard. This scope and purpose do seem to be in conflict with the title.

Under presumption of the approval of the motion a second motion as follows: (move to April 2, 2025 meeting.

Motion to use the **sole** term “SRU” when referring to all dwellings covered by this standard and to use the term “Tiny House” when referring to only those dwellings covered by the standard that are 400 square feet or less excluding lofts, except for the usage of “Tiny House” already established in the Title of the Standard and Section 101.2 Scope.

Unless otherwise noted, the order of discussion of the public input comments will be as per the matrix in the public input agenda. The comments under consideration were the result of a 30-day posting of the initial draft to solicit input from interested parties which concluded on Nov 15, 2024.

The public input agenda will reflect the committee action to date and will be posted to the committee OneDrive and committee webpage for public consumption. ICC is migrating to the SharePoint platform for file sharing in lieu of the current OneDrive platform. Participants will receive a link to access SharePoint after the folder migration has concluded.

Work group activities will resume for comments that are assigned to the respective work groups for recommendation back to the main committee. Refer to the public input agenda for which comments that are pending adjudication by the committee.

Next Meeting:

The eighteenth public meeting will be held on April 2, 2025 at 2 pm CT. Future meetings will be held at two-week intervals to continue the consideration of all comments.

4. Other Business:

5. Action Items & Adjournment

The action items from the meeting were summarized as follows:

<i>02-03-2024</i>	<i>AS 10-2</i>

With no other questions or comments before the committee Mr. Paradine adjourned the meeting at 4:00 pm CT.

March 19, 2025