

## Interested in serving as La. IDP Coordinator?

The Louisiana State Board of Architectural Examiners is seeking an individual willing to volunteer his or her time and talents to serve Louisiana’s architectural profession as the State IDP Coordinator. This state program is part of a national program of NCARB and AIA.

The State IDP Coordinator is appointed by the Louisiana State Board of Architectural Examiners, from nominations and applications it receives from individuals or AIA components, for a term established by the Board. It is important to note that the Board retains the right to terminate the appointment at any time the appointee is unable to perform or is found to be unsatisfactorily carrying out the position’s responsibilities and duties. Additionally, the Board provides the State IDP Coordinator with an annual allowance to cover expenses such as postage, telephone, clerical and travel.

### RESPONSIBILITIES and DUTIES

- Maintain a thorough understanding of IDP requirements, objectives and resources.
- Maintain familiarity with state registration requirements and examination application procedures.
- Attend quarterly LSBAE meetings to make a report on IDP activities.
- Prepare articles on IDP for AIA/LA and LSBAE newsletters.
- Facilitate annual meeting among LA IDP educator coordinators, member Board liaison, AIAS chapter presidents, and AIALA associate board members.
- Facilitate the distribution of program information to LA IDP stakeholders.
- Make at least one presentation annually at each school of architecture within the state
- Assist state AIA components and intern groups in developing activities directed towards an individual’s completion of the Intern Development Program.
- Promote a positive image for IDP through a unified message that utilizes a standard terminology to clearly articulate its benefits.
- Promote LA IDP activities at the National, Regional and State level.
- Develop and make IDP presentations at architectural firms that explain IDP guidelines and the benefits gained by a firms active participation.
- Maintain a current roster of Associate AIA Louisiana members.

(continued on page 2)



## Renew your architectural license NOW for 2014!

Individual architectural license renewals must be completed by December 31, 2013 or late fees must be paid to renew your individual license.

You may log in to the LSBAE website at [www.lastbdarchs.com](http://www.lastbdarchs.com) and renew online by paying with Visa, MasterCard or check. Please note that online renewals paid by check must print out a receipt page and be mailed with said check, postmarked by December 31, 2013. You can also download a hard copy which can be manually completed and mailed in with a check or money order, postmarked by December 31, 2013 to avoid late fees.

**All architects (both in-state and out of state) must complete twelve CEHs of HSW per year in order to renew their individual Louisiana licenses. Please review the [instruction sheet](#) on the website for additional information.**

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## Teeny's Talk

A Message from the Executive Director: **Teeny Simmons**

Hope you had a blessed Thanksgiving and are getting ready for a wonderful Christmas holiday.

Please renew your personal license online NOW before December 31 deadline. Remember when you renew you have to certify that you have obtained at least 12 continuing education hours (all HSW) or will obtain by deadline.

If you have not obtained the required CE, you should not renew until you do even though it will become a delinquent renewal. It is considered fraud to certify you have the time when you don't.

To my knowledge, you can visit NCARB's website (ncarb.org) and take or purchase professional development monographs which can give you (according to subject matter) anywhere from four to fourteen CE HSW hours. Your certificate from NCARB must show you took and passed it prior to December 31.

Paul Spaht, Board attorney, has a very good and informative article in this newsletter on licensure of firms, which will be effective July 1, 2015.

Marsha Cuddeback, our state IDP Coordinator, has resigned because of her busy schedule. We are going to really miss her and her dedication in promoting IDP in Louisiana and nationally. If you are interested in this position, the job description and requirements are on the front page. Please make sure you have the time and interest required before sending in letter of interest and resume. The deadline is January 15.

Please know we are here for you. Feel free to call the office (225.925.4802) if you are having a problem or have any questions.

LAMBRIGHT SPORTS & WELLNESS CENTER EXPANSION  
ASHE BROUSSARD WEINZETTLE ARCHITECTS & TIPTON ASSOCIATES



## Interested in serving as IDP Coordinator?

(continued from page 1)

- Attend and represent Louisiana at the annual IDP Coordinators Conference, maintain contact with NCARB IDP Director and participate in the IDP Forum.

### QUALIFICATIONS

Applicants and nominees must be a licensed architect and preferably completed IDP. The successful applicant or nominee must have a demonstrated commitment to interns, and a record of active involvement in professional activities at the local and/or state level.

### APPLICATION PROCEDURE

Individuals interested in applying for the position are asked, or nominees will be asked, to email a letter of interest and curriculum vitae/resume to the Louisiana State Board of Architectural Examiners at [teeny@lsbae.brcoxmail.com](mailto:teeny@lsbae.brcoxmail.com), by **4:00 pm on January 15**.

The Board hopes to develop a short list of candidates after January 15, 2014 and invite the short-listed candidates to the Board's February meeting for interviews. Appointment would commence in July, 2014.

## UPDATE... Intern Development Program

By Marsha Cuddeback, State IDP Coordinator

## Serving has been a tremendous experience

Serving our Louisiana community of professionals, interns and students as the State IDP Coordinator over the past eight years has been a tremendous experience.

I believe that, together, we have accomplished a lot. Our programs are strong and positioned to move to the next level of excellence. Our State Board is unique among boards, and with the assistance of Teeny Simmons and her staff, we have

had the resources and support to make Louisiana a nationally recognized exemplar for intern development.

Now, as my career goals as a practitioner and faculty member at LSU move in a different and exciting direction, I have decided to step down and make way for a new State Coordinator. I look forward to assisting the Board in selecting a new Coordinator to continue the process beginning in 2014.

# Congratulations to our new licensees by examination

The board is pleased to announce that the following individuals have been licensed from May until December 1, 2013

| FIRST NAME      | LAST NAME    | CITY            | FIRST NAME       | LAST NAME  | CITY             |
|-----------------|--------------|-----------------|------------------|------------|------------------|
| Ava Brucato     | Alltmont     | New Orleans, LA | Carrie Elizabeth | Laurendine | New Orleans, LA  |
| Eric D.         | Baham        | Eunice, LA      | David            | Merlin     | New Orleans, LA  |
| Sara Jensen     | Carr         | Berkeley, CA    | Paul Norris      | Morvant    | Hammond, LA      |
| Scott Brantley  | Chappuis     | Lafayette, LA   | Reade Byron      | Nossaman   | New Orleans, LA  |
| Christie Jones  | Echols       | Monroe, LA      | Amy              | Petersen   | New Orleans, LA  |
| Laura Catherine | Filipek      | New Orleans, LA | Stephen Jerome   | Ritten     | New Orleans, LA  |
| Mark Landon     | Foster       | Baton Rouge, LA | Christian E      | Rodriguez  | New Orleans, LA  |
| William Gaspard | Gauthier III | Baton Rouge, LA | Michael Baker    | Zizik      | Madisonville, LA |



Shown are a few new licensees at the AIA Louisiana Awards Banquet, which was part of the AIA Louisiana Design Conference held in Destin this summer. The new licensees were recognized and given a “benchmark” brass surveyor’s marker set in stone to mark the starting point of their careers by LSBAE and AIA LA. Shown from left are Teeny Simmons, Executive Director, LSBAE; new licensees Janina Scalfano, AIA; Brittney Everett, AIA; and Kimberly Tseng; and Mark Stielper, past president of AIA LA.

## Marsha Cuddeback gets McCoy Professorship at LSU



Marsha Cuddeback has been named the Ruth Zimmerman McCoy Professor in Interior Design at LSU for the 2013–14 academic year.

The professorship was established in 1998 by Charles W. “Chuck” McCoy. Cuddeback is an architect, licensed interior designer, and LEED accredited professional, and

was formerly the director of the LSU School of Architecture Office of Community Design and Development. She is a principal of Desmond Cuddeback Architects.

Cuddeback has received degrees in interior design from Ryerson University and architecture from the Boston Architectural College. Currently,

she is completing an MDS sustainable design degree from Boston Architectural College.

Prior to her faculty appointment last year in the LSU Department of Interior Design, she was a professional in residence for eleven years at LSU: ten years in the School of Architecture and one year in the Department of Interior Design.

# BR Architects show creativity in CANstruction

The Baton Rouge chapter of the American Institute of Architects raised money for the Greater Baton Rouge Food Bank with its CANstruction exhibit at the Louisiana Art & Science Museum in September.

Some 17,000 pounds of food were collected this year, which will provide more than 14,000 meals. The theme was Healthy Minds, Healthy Bodies.

In thanking all the participants for their hard work, Food Bank CEO Mike Manning said, "You help us do what we do: feed the hungry on a

daily basis. I can't tell you what a difference you're going to make."

The Jurors' and People's Choice award winner was "A is for Apple" created by the team from Grace and Hebert Architects — Brian Asa (captain), Savannah Brown, Seamus McGuire, Jennifer Price and Mark Talley.

Crump Wilson Architects team of Michael Miller (captain), Katharine LeBlanc, Wade Lavignette, Jay Latiolais and Maddie Stevens received the award for Best Meal for its "Food CAN Pyramid."



Structural Ingenuity  
"I CAN't Put It Down"  
Coleman Partners Architects



Best Meal  
"Food CAN Pyramid"  
Crump Wilson Architects

Coleman Partners "I CAN't Put it Down" received the award for Structural Integrity. Team members included Will Thibaut (captain), Buddy Ragland, Frank Meyers, Brent Guilbeau, and Jennifer and Steven Romero.

team of drafting students from ITT Technical Institute — Nicole Hebert (captain), Chad Bajolie, Bryer Diggins, Shakel Matthews and Akheil Shah.

The team from Post Architects — Lisa Nice (captain), Brian Falcon and Rachel Riley — created a "Hunger Workout" that earned them a "creative" honorable mention.

And the Best Use of Labels award was given for the "Don't Be a Basket Case" picnic scene created by the



Honorable Mention  
"Hunger Workout"  
Post Architects



People's Choice  
"A is for Apple"  
Grace and Hebert Architects

Juror's Favorite  
"A is for Apple"  
Grace and Hebert Architects



# NCARB Past President's Report

By Ron Blitch,  
FAIA, FACHA, NCARB  
NCARB President 2012-13  
and Louisiana Board Member

## Licensure of architect grads?

It's hard to believe that the year I spent as NCARB President ended July 1, and it's nice to know what a weekend is again. I traveled 77 flight segments on Delta alone as president - and hopefully will be able to use some of those frequent flyer miles soon!

I have been appointed by our current NCARB President Blake Dunn as multi-year Chair of a new Licensure Task Force (LTF), with our main charge to develop a pilot program for architectural students to graduate from their academic institutions with a diploma AND a license to practice architecture.

Our committee is composed of two recent AIA Presidents, the current president of ACSA, the immediate past president of AIAS and representatives of NAAB, as well as recently licensed architects (Jenny Pelc, AIA, represents Louisiana in this position) and other general appointees. With the completion of the NAAB ARC (Accreditation Review Conference) this past summer to assess the Conditions for Accreditation of Architectural Academies, the roll-out of IDP 2.0, and the announcement of ARE 5.0, the timing could not be better to take a fresh look at the path to licensure with this dedicated and accomplished committee.

According to NCARB by the Numbers, the median time between graduation and licensure is about seven years.

Because emerging professionals have flexibility in mapping out their path to licensure, variables such as the degree program selected, where and how internship requirements are fulfilled, when the examination is taken, and where initial licensure is sought can all have an impact on the current length of time to achieve licensure.

Wish us well and keep watching for progress as we begin the pilot programs for this historic advance in the licensure of our profession.



Ron Blitch addresses the attendees of the NCARB 2013 Annual Meeting.

## McKinney to chair 2014 NCARB Board member/educator conference

Every two years the Southern conference of the National Council of Architecture Registration Boards hosts a conference for deans and department heads and licensing board members from the southern states and territories in the region.

Robert McKinney, AIA, NCARB, LEED AP, a Louisiana architect, educator, and board member, is serving as Chair of the conference to be hosted

by Dr. Robin Abrams, AIA, ASLA, Head of the School of Architecture at North Carolina State University in Raleigh North Carolina.

The conference will take place March 21-22, 2014. Topics will include: distance education in architecture, IDP and the NCARB Intern Think Tank, a panel discussion of the National Architecture Accreditation Board's Accreditation Review Conference and proposed changes to architectural

accreditation, the 2012 NCARB Grant recipient, and updates on NCARB initiatives.

The region includes Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Texas, and the Virgin Islands.

The conference is going into its third decade and is an opportunity for educators to share the latest developments in

teaching architecture and for practitioners to share issues that they are seeing in practice. In Louisiana, the deans, and department heads from Louisiana State University, Louisiana Tech University, Southern University, Tulane University, and the University of Louisiana at Lafayette will be asked to participate in the conference along with members of the Louisiana State Board of Architectural Examiners.



# BOARD ATTORNEY REPORT

By Paul H. Spaht, LSBAE Board Attorney

## Explanation of proposed rules regulating architectural firms

The differences among the states concerning the registration and practice of architecture by architectural firms are more remarkable than the similarities. At one extreme are jurisdictions which have very detailed and specific ownership and control requirements for architectural firms. For example, some jurisdictions require that a certain percentage of the directors (if a corporation), the general partners (if a partnership), or the members (if a limited liability company) be registered under the laws of any state as architects, professional engineers, surveyors, landscape architects, or some combination thereof; a certain percentage of the directors, partners, or members be architects, and/or a certain percentage of the firm be owned by architects. At the other extreme are jurisdictions which have no control or ownership requirements at all, but rather simply require that the architectural firm employ one or more architects registered in that state who are designated as being in full authority and responsible charge of the architectural practice of that firm.

In Louisiana, the practice of architecture by architectural firms is particularly complicated because the legislature has already enacted laws governing the practice of architecture by certain architectural firms, and the requirements for different types of firms are quite different. The legislature has mandated certain ownership and control requirements for professional architectural corporations; at the same time, no ownership or control requirements presently exist for architectural-engineering corporations.

Act 514 of 2012 – In 2012, the legislature enacted legislation authorizing the board to issue rules governing the activities of domestic and foreign architectural firms practicing architecture in

Louisiana. Pursuant thereto, the board is considering adopting comprehensive rules regulating the practice of architecture by architectural firms in Louisiana. The proposed rules are published elsewhere in this newsletter. The following explanatory comments may be helpful:

**Purpose:** The purpose of the proposed rules is to: (i) protect the public health, safety and welfare by having the architectural firm identify the supervising professional architect who shall perform or directly supervise the performance of all architectural services by said firm in Louisiana and be responsible for the architectural work; (ii) treat all architectural firms equally and allow competition on a level playing field, and (iii) require all architectural firms to receive a certificate of authority to practice architecture in Louisiana from the board.

**Professional Architectural Corporation:** A professional architectural corporation currently practicing architecture in Louisiana as a professional architectural corporation under the Louisiana Professional Architectural Corporations Law may continue to practice architecture as it is currently practicing. See proposed Rule §1701 *infra*.

**Architectural-Engineering Corporation:** An architectural-engineering corporation currently practicing architecture in Louisiana as an architectural-engineering corporation under the Louisiana Architectural-Engineering Corporation Law may continue to practice architecture as it is currently practicing. See proposed Rule §1703 *infra*.

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LSU BUSINESS EDUCATION COMPLEX  
COLEMAN PARTNERS ARCHITECTS AND IKON.5 ARCHITECTS

# Explanation of proposed rules on architecture firms

(continued from page 6)

**Limited Liability Company:** A limited liability company currently practicing architecture in Louisiana as a limited liability company may continue to practice architecture as it is currently practicing. See proposed Rule §1705.A-E *infra*.

**Partnership, Limited Liability Partnership, or Association:** If you are practicing architecture in Louisiana as a partnership, limited liability partnership, association, or other entity not currently licensed by the board, you will need to obtain a certificate of authority for your entity from the board for the period commencing July 1, 2015, and thereafter. See proposed Rule §1705.E and .F for the procedure to follow.

**Sole Proprietorship:** If you are practicing architecture in Louisiana as a sole proprietorship in the name of an individual registered with the board, you will not be required to obtain a certificate of authority from the board. See proposed Rule §1705.N *infra*. However, a sole proprietorship practicing architecture in Louisiana under some name other than the name of an individual registered with the board will be required to obtain a certificate of authority. *Id.*

**Design/Build Firm:** A corporation, partnership, limited liability partnership, limited liability company, association, sole proprietorship, or other entity lawfully organized under the laws of Louisiana or other lawful jurisdiction for the purpose of offering a combination of architectural services together with construction services (i.e., a design/build firm) will be required to obtain a certificate of authority from the board for the period commencing July 1, 2015, and thereafter. See proposed Rule §1705.K *infra*.

**Joint Venture:** A joint venture practicing architecture in Louisiana will not be required to obtain a certificate of authority from the board; however, all architectural firms practicing architecture in Louisiana as members of a joint venture will be required to obtain a certificate of authority from the board. See proposed Rule §1705.L *infra*.

**Non-Resident Architectural Firm Associated with Resident Architect:** A non-resident architectural firm associated with a resident architect or architectural firm for a specific and isolated project will not be required to obtain a certificate of authority from the board, provided the resident architect is licensed in Louisiana or the resident architectural firm has obtained a certificate of authority from the board. See proposed Rule §1705.M *infra*.

**Consultant:** A non-resident architectural firm retained by a Louisiana architect as a consultant only will not be required to obtain a certificate of authority from the board. See proposed Rule §1705.O *infra*.

**Fee:** The application fee for a certificate of authority will be \$35.00, which will be a reduction in the current application fee (\$50.00). See proposed Rules §1701.B, §1703.B, and §1705.E *infra*.

**Renewal:** The procedure for renewals effective July 1, 2015, is set forth in proposed Rule §1705.Q *infra*.

**See proposed rules starting on page 12**



JAMES M. SINGLETON HEAD START CENTER  
TRAPOLIN-PEER ARCHITECTS, APC

# ULL students build Cour House

University of Louisiana at Lafayette architecture and design students are putting their classroom know-how to real-world use to build a home they've designed.

The Building Institute is a program started by the university in 2011 to give students practical experience while improving neighborhoods by building innovative and energy-efficient homes on vacant lots. So far, students in the urban infill program have designed, built and sold two homes near downtown.

The third house — called the Cour House — is located at 324 Jackson St. Construction on the 1,500 square feet of the three-bedroom, two-bath home began this summer. The courtyard of the modern-style home — cour is French for courtyard — is a feature that sets it apart from the other homes

designed by the Building Institute. The feature provides a sanctuary in a downtown-adjacent neighborhood where large lots and spacious backyards are scarce.

The courtyard is accessible by sliding doors in the living room and French doors from the master bedroom. The home's kitchen also provides unique access to the courtyard — a glass garage door that lifts up to the ceiling.

The project received \$400,000 in financing from the Lafayette Public Trust Financing Authority to build homes on abandoned or vacant lots within urban neighborhoods. Its first two houses sold for \$153,000 and \$151,000 respectively. The current home, larger than the first two, is listed at \$190,000.



910 TOULOUSE STREET  
TRAPOLIN-PEER ARCHITECTS, APC

# Fire Marshal clarifies Life Safety System submittal

The Louisiana Office of State Fire Marshal requires Life Safety System submittals that are provided as part of an architectural project will require a “professional of record” (P.O.R.) per LRS 37:155 in order to be reviewed and an indication of the result of the review be placed on the Life Safety System submittal. This is typically provided as a “shop drawing stamp” that indicates the submittal is “reviewed – no exceptions taken.”

This interpretive memorandum was written to clarify what is required by the professional of record for projects that exceed the limits cited in LRS 37:155.

## INTERPRETIVE MEMORANDUM 2013-02

From: Don Zeringue, Chief Architect/Plan Review, OSFM

Approved by: Chief Butch Browning, State Fire Marshal

Date: February 4, 2013

**RE: (P.O.R.) Shop Drawing Review Stamp  
(REVISED TO REPLACE INTERPRETIVE MEMORANDUM 2011-02 DATED FEBRUARY 18, 2011)**

LRS 37:155 requires ALL PHASES of projects that exceed the square footage or dollar amount limitations listed in this statute to be reviewed, approved and submitted by a Louisiana licensed architect, civil engineer, or system engineer identified as a “professional of record” (P.O.R.) by this office. This law establishes building area thresholds and maximum renovation costs which require a higher level of code evaluation required to satisfy minimum standards for occupancy. This includes the following life safety systems: fire alarm, special locking, automatic sprinkler systems, and fixed suppression system (kitchen hood, paint booth and clean agent systems).

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PORCH, HOUSE PREFAB  
MICHAEL HUGHES

# Fire Marshal clarifies Life Safety System submittal

Fire alarm, special locking, automatic sprinkler systems, and fixed suppression systems shop drawings for projects exceeding the limits of LRS 37:155 are to be reviewed by a responsible professional of record, prior to submittal for review by this office. (See LAC 46:I:1305 and 1307 for additional information concerning engineers as P.O.R.). The professional of record is to note that the submittal documents have been reviewed for general conformance with the contract documents with no exceptions taken or similar notation. System packages are subject to return without benefit of review where there is no evidence that the submittal has been reviewed by the responsible professional of record.

Note the following:

1. Shop drawing review stamps for special locking and fire alarm submittals shall be applied on each plan sheet and the first page of supporting documentation that is presented as a bound package.
2. Shop drawing review stamps for automatic sprinkler submittal shall be applied on each plan sheet and the first page of each set of calculations and the manufacturer's cut sheets presented as a bound package.
3. Shop drawing review stamps for fixed fire suppression submittals (kitchen hoods, paint booths, and clean agent) that are independent of a sprinkler system shall be applied on each plan sheet and the first page of supporting documentation that is presented as a bound package.
4. The alternative to a shop drawing stamp is a handwritten note signed and dated by the professional of record placed on each sheet as indicated above stating the project has been reviewed and no exceptions are noted.

**NOTE: SEPARATE SHOP DRAWING APPROVAL SHEETS THAT CAN BECOME DISCONNECTED FROM THE SHOP DRAWINGS ARE NOT ACCEPTABLE.**

Please note that all parts of a project must be declared acceptable by inspection before the building can be lawfully occupied and that delays in the approval process for any one system can cause delays for the entire project.



# Formal disciplinary actions taken by the Board

The Board continues to investigate alleged violations of statutes and rules which regulate the practice of architecture in Louisiana. Substantiated violations result in disciplinary or enforcement action being taken either through Consent Orders or by Board Orders following a formal hearing at which the respondent is adjudged guilty of one or more violations.

Below are summaries of the disciplinary actions imposed by the Board since the last newsletter on cases that have been concluded.

## THE UNLICENSED OFFERING AND/OR PRACTICE OF ARCHITECTURE

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### ***SMP Architecture, P.A.***

#### ***Pensacola, Florida***

Firm offered and/or provided architectural services in Louisiana without receiving a certificate of compliance or proper licensure from the Board.

**VIOLATION:** The offering and/or providing of architectural services in Louisiana without receiving a certificate of compliance or license from the Board. La. R.S.154 (A).

**PENALTY:** \$1,000.00 fine and \$75.00 administrative fee imposed by Consent Order dated September 20, 2013

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### ***Phillip Partington***

#### ***Pensacola, Florida***

Individual offered and/or provided architectural services in Louisiana without receiving a certificate of compliance or proper licensure from the Board.

**VIOLATION:** The offering and/or providing of architectural services in Louisiana without receiving a certificate of compliance or license from the Board. La. R.S.154 (A).

**PENALTY:** \$1,500.00 fine and \$75.00 administrative fee imposed by Consent Order dated September 20, 2013.

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### ***General Design, Inc.***

#### ***Branson, MO***

Firm offered and/or provided architectural services in Louisiana without receiving a certificate of compliance or proper licensure from the Board.

**VIOLATION:** The offering and/or providing of architectural

services in Louisiana without receiving a certificate of compliance or license from the Board. La. R.S.154 (A).

**PENALTY:** \$2,000.00 fine and \$125.00 administrative fee imposed by Consent Order dated September 20, 2013.

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### ***M3A Architecture, PLLC***

#### ***Jackson, MS***

Firm offered and/or provided architectural services in Louisiana without receiving a certificate of compliance or proper licensure from the Board.

**VIOLATION:** The offering and/or providing of architectural services in Louisiana without receiving a certificate of compliance or license from the Board. La. R.S.154 (A).

**PENALTY:** \$2,000.00 fine and \$125.00 administrative fee imposed by Consent Order dated September 20, 2013.

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### ***Charles Oliver***

#### ***Baton Rouge***

Licensee signed a certificate of completion form and submitted same to the Louisiana State Fire Marshal's office (FMO) certifying that a project was complete and ready for an inspection by the FMO when in fact the project was not completed.

**VIOLATION:** LA. R.S. 37:153(A)(1) prohibits a licensee from engaging in any fraud, deceit, gross incompetence, dishonesty, misrepresentation, misconduct, or gross negligence in the practice of architecture.

**PENALTY:** \$2,000.00 fine and \$125.00 administrative fee imposed by Consent Order dated December 13, 2013.

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### ***Kevin Darby***

#### ***Broussard, Louisiana***

Subject signed a licensee's name to a Plan Review Application submitted to the State of Louisiana Fire Marshal's Office (FMO) without the permission of the licensee.

**VIOLATION:** La. R.S. 37:154(A) prohibits any person from falsely impersonating any registrant or certificate holder of like or different name.

**PENALTY:** \$500.00 fine and \$125.00 administrative fee imposed by Consent Order dated December 13, 2013.

# Proposed rules regulating architectural firms

## CHAPTER 17. Professional Architectural Corporations, Architectural-Engineering Corporations, and Architectural Firms

### §1701. Professional Architectural Corporations

- A. The practice of architecture in Louisiana by a professional architectural corporation is permissible when such corporation is lawfully constituted under the Professional Architectural Corporations Law, La. R.S. 12:1086 et. seq., and obtains a certificate of authority from the board authorizing it to so practice.
- B. A person seeking a certificate of authority for a professional architectural corporation to practice architecture in Louisiana shall obtain an application from the board website, [www.lastbdarchs.com](http://www.lastbdarchs.com). The applicant is required to complete the application fully and file same with the board. Upon receipt of such application and a fee of \$35.00, the board shall either approve said application and issue a certificate of authority to the professional architectural corporation, or disapprove said application advising the applicant of the reason(s) therefor. The certificate of authority must be renewed on an annual basis.
- C. Architectural services rendered on behalf of a professional architectural corporation must be performed by or under the responsible supervision of one or more natural person(s) duly licensed to practice architecture in Louisiana. Performing or directly supervising the performance of all architectural services shall mean unrestricted, unchecked, and unqualified command of, and legal accountability for, the architectural services performed. Specifications, drawings, or other related documents will be deemed to have been prepared by the architect or under the architect's direct supervision only when the requirements of Rule § 1313 are fully satisfied.
- D. The architects licensed in this state who perform or directly supervise the performance of architectural services on behalf of a professional architectural corporation are responsible to the board for all of the acts and conduct of such corporation.
- E. It shall be the responsibility of the directors of a professional architectural corporation to advise the board of any organizational change that would relate to the authority granted under this rule. Any

failure to do so could result in imposition by the board of one or more of the disciplines set forth in La. R.S. 37:153 and/or La. R.S. 37:154 against the professional architectural corporation and the directors. Possible disciplines include, but are not limited to, the suspension, revocation, or rescission of (i) the certificate of authority issued to the professional architectural corporation and (ii) the license of the directors.

### §1703. Architectural-Engineering Corporations

- A. The practice of architecture in Louisiana by an architectural-engineering corporation is permissible when such corporation is lawfully constituted under the Architectural-Engineering Corporations Law, La. R.S. 12:1171 et. seq., and obtains a certificate of authority from the board authorizing it to so practice.
- B. A person seeking a certificate of authority for an architectural-engineering corporation to practice architecture in Louisiana shall obtain an application from the board website, [www.lastbdarchs.com](http://www.lastbdarchs.com). The applicant is required to complete the application fully and file same with the board. Upon receipt of such application and a fee of \$35.00, the board shall either approve said application and issue a certificate of authority to the architectural-engineering corporation, or disapprove said application advising the applicant of the reason(s) therefor. The certificate of authority must be renewed on an annual basis.
- C. Pursuant to La. R.S. 12:1173, the architectural-engineering corporation shall designate in its application for certificate of authority one or more supervising professional architect(s) who shall perform or directly supervise the performance of all architectural services by said corporation in Louisiana. Performing or directly supervising the performance of all architectural services shall mean unrestricted, unchecked, and unqualified command of, and legal accountability for, the architectural services performed. Specifications, drawings, or other related documents will be deemed to have been prepared by the architect or under the architect's direct supervision only when the requirements of Rule § 1313 are fully satisfied. Only natural persons (i) who are licensed by the board pursuant to the provisions of La. R.S. 37:141 through R.S. 37: 158, (ii) who are full-time active employees of the architectural-engineering

# Proposed rules regulating architectural firms

corporation, and (iii) whose primary occupation is with the architectural-engineering corporation may be designated as a supervising professional architect.

- D. The architects licensed in this state who perform or directly supervise the performance of architectural services on behalf of an architectural-engineering corporation are responsible to the board for all of the acts and conduct of such corporation.
- E. It shall be the responsibility of the designated supervising professional architect(s) of an architectural-engineering corporation to advise the board of any organizational change that would relate to the authority granted under this rule. Any failure to do so could result in imposition by the board of one or more of the disciplines set forth in La. R.S. 37:153 and/or La. R.S. 37:154 against the architectural-engineering corporation and the designated supervising professional architect(s). Possible disciplines include, but are not limited to, the suspension, revocation, or rescission of (i) the certificate of authority issued to the architectural-engineering corporation and (ii) the license of the designated supervising professional architect(s).

## §1705. Architectural Firms

- A. For purposes of this rule, the term “architectural firm” shall mean a corporation, partnership, limited liability partnership, limited liability company, association, sole proprietorship, or other entity lawfully organized under the laws of Louisiana or other lawful jurisdiction for the purpose of practicing architecture.
- B. The practice of architecture in Louisiana by an architectural firm is only permissible when such firm is lawfully constituted under the laws of Louisiana or under the laws of some other lawful jurisdiction for the purpose of practicing architecture and complies with all of the requirements of this rule.
- C. Except as provided *infra* in this rule, no architectural firm shall solicit, offer, execute, or perform architectural services in Louisiana without first receiving a certificate of authority from the board authorizing it to do so.
- D. An architectural firm soliciting, offering, contracting to perform, or performing the practice of architecture in Louisiana shall be subject to the

discipline of the board and to its authority to adopt rules and regulations governing the practice of architecture.

- E. A person seeking a certificate of authority for an architectural firm to practice architecture in Louisiana shall obtain an application from the board website, [www.lastbdarchs.com](http://www.lastbdarchs.com). The applicant is required to complete the application fully and file same with the board. Upon receipt of such application and a fee of \$35.00, the board shall either approve said application and issue a certificate of authority to the architectural firm, or disapprove said application advising the applicant of the reason(s) therefor. The certificate of authority must be renewed on an annual basis.
- F. The architectural firm shall designate in its application for certificate of authority one or more supervising professional architects who shall perform or directly supervise the performance of all architectural services by said firm in Louisiana. Performing or directly supervising the performance of all architectural services shall mean unrestricted, unchecked, and unqualified command of, and legal accountability for, the architectural services performed. Specifications, drawings, or other related documents will be deemed to have been prepared by the architect or under the architect's direct supervision only when the requirements of Rule § 1313 are fully satisfied. Only natural persons (i) who are licensed by the board pursuant to the provisions of La. R.S. 37:141 through R.S. 37: 158, (ii) who are full-time active employees of the architectural firm, and (iii) whose primary occupation is with the architectural firm may be designated as a supervising professional architect.
- G. When the architectural firm designates an architect as a supervising professional architect, the architectural firm authorizes that architect to appear for and act on behalf of the firm in connection with the execution and performance of contracts to provide architectural services.
- H. An architectural firm may practice architecture in Louisiana only as long as it employs a designated supervising professional architect who complies with Rule §1705.F above. If the architectural firm designates only one architect as the supervising professional architect and that architect ceases being a full-time active employee of the architectural firm on a primary basis, the authority

# Proposed rules regulating architectural firms

of such firm to practice architecture in Louisiana is suspended until such time as the firm designates another supervising professional architect pursuant to Rule §1705.F above.

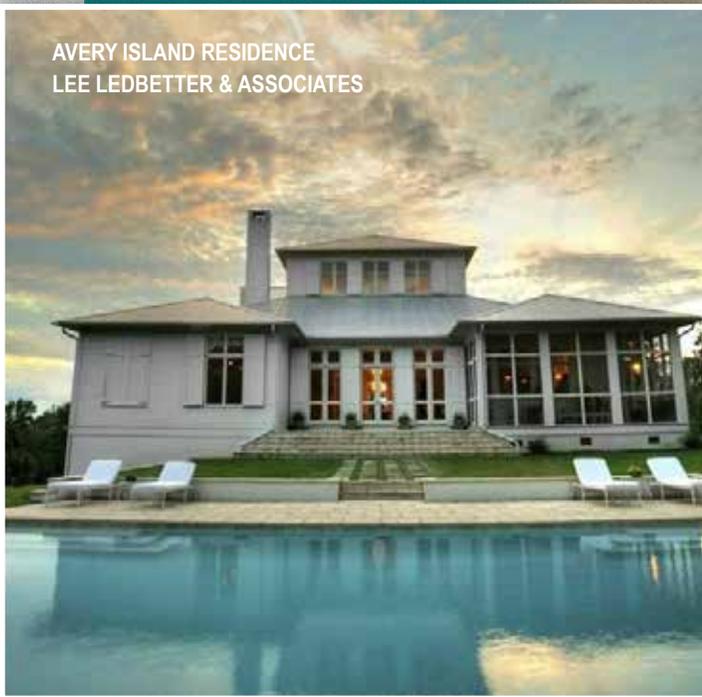
- I. The architect(s) designated as the supervising professional architect(s) of the architectural firm is responsible to the board for all of the acts and conduct of the architectural firm.
- J. The supervising professional architect(s) of the architectural firm shall advise the board of any organizational change that would relate to the authority granted under this rule. Any failure to do so could result in imposition by the board of one or more of the disciplines described in La. R.S. 37:153 and/or La. R.S. 37:154 against the architectural firm and the designated supervising professional architect(s). Possible disciplines include, but are not limited to, the suspension, revocation, or rescission of (i) the certificate of authority issued to the architectural firm and (ii) the license of the designated supervising professional architect(s).
- K. A corporation, partnership, limited liability partnership, limited liability company, association, sole proprietorship, or other entity lawfully organized under the laws of Louisiana or other lawful jurisdiction for the purpose of offering a combination of architectural services together with construction services (i.e., a design/build firm), must obtain a certificate of authority from the board as set forth in this rule and also comply with Rule § 1319.
- L. A joint venture practicing architecture in Louisiana shall not be required to obtain a certificate of authority from the board; however, all architectural firms practicing architecture in Louisiana as members of a joint venture are required to obtain a certificate of authority and otherwise comply with this rule.
- M. A non-resident architectural firm associated within the meaning of Rule § 1317 with a resident architect or architectural firm for a specific and isolated project is not required to obtain a certificate of authority from the board, provided the resident architect is licensed in Louisiana or the resident architectural firm has obtained a certificate of authority from the board.
- N. A sole proprietorship practicing architecture in Louisiana in the name of an individual registered with the board is not required to obtain a certificate of authority to practice architecture in Louisiana. A sole proprietorship practicing architecture in Louisiana under some name other than the name of an individual registered with the board is required to obtain a certificate of authority from the board.
- O. A non-resident architectural firm retained by a Louisiana architect as a consultant only is not required to obtain a certificate of authority from the board.
- P. The architectural firm shall satisfy all of the requirements of the Louisiana Secretary of State for doing business in this state.
- Q. A firm holding a certificate of authority and desiring to continue offering architectural services shall make application for renewal each year by downloading a renewal form from the board website, [www.lastbdarchs.com](http://www.lastbdarchs.com). Upon receipt of the completed application and a renewal fee not to exceed \$50.00 prior to June 30, a renewal certificate will be issued.
- R. Rules regulating the names of architectural firms are contained in Chapter 15 *supra*.

## §1707. Effective date

- A. Any license or certificate of authority issued by the board to a professional architectural corporation, architectural-engineering corporation, or limited liability company for the period ending June 30, 2015, shall expire no later than such date, and the rules in existence at the time such license or certificate is issued shall apply to the practice of architecture by such firm.
- B. These rules shall apply to any professional architectural corporation, architectural-engineering corporation, or architectural firm seeking to obtain an initial certificate of authority from the board to practice architecture in Louisiana, or to renew any such certificate, for the period after July 1, 2015.



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