

# Georgia Board of Architects and Interior Designers

## October 18, 2013

A meeting of the Georgia Board of Architects and Interior Designers was held on Friday, December 13, 2013 at the Professional Licensing Boards Office in Macon, GA. President Anne Smith called the meeting to order at 9:38 a.m.

### **The following Members were present:**

Anne Smith (President)  
Janice Wittschiebe  
Cindy Kelly Trimble (Teleconference)  
David Maschke  
Niles Bolton

### **Others present were:**

Steve Lindsey, Executive Director  
Stephanie Mason, Assistant Attorney General  
Amantha Lovett, Board Support Specialist

### **Approval of Minutes:**

David Maschke moved, Janice Wittschiebe seconded, and the Board voted to approve the Official minutes of the August 16, 2013 Board meeting.

David Maschke moved, Janice Wittschiebe seconded, and the Board voted to approve the Executive Session minutes of the August 16, 2013 Board meeting.

Janice Wittschiebe moved, Niles Bolton seconded, and the Board voted to ratify the following licenses issued since the August 16, 2013 meeting:

License No	Licensee	Profession
ID000831	Schmidt, Mary Condon	Architect & Interior Designer
ID000832	Correa, Christi Anne	Architect & Interior Designer
ID000833	Rule, Christine	Architect & Interior Designer
ID000834	Schlesinger, Arielle Berman	Architect & Interior Designer
RA013703	Burson, Robert Kevin	Architect & Interior Designer
RA013704	Neil, William S	Architect & Interior Designer
RA013705	Voith, Daniela Holt	Architect & Interior Designer
RA013706	Murphy, David M	Architect & Interior Designer
RA013707	Jenkins, Alexander McLean	Architect & Interior Designer
RA013708	Schmidt, Juergen Michael	Architect & Interior Designer
RA013709	Boutin, Myriam	Architect & Interior Designer
RA013710	Seltin, Christofer D	Architect & Interior Designer
RA013711	Hills, David S	Architect & Interior Designer

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RA013712	Ebbrecht, Bogue L	Architect & Interior Designer
RA013713	Wagner, Geoffrey Kyle	Architect & Interior Designer
RA013714	Landry, Gregory Glenn	Architect & Interior Designer
RA013715	Moore, David Walter	Architect & Interior Designer
RA013716	Paseur, Andrea Wanette	Architect & Interior Designer
RA013717	Starr, Steven Aaron	Architect & Interior Designer
RA013718	Scott, Herbert Pearce	Architect & Interior Designer
RA013719	Polichuk, Alexander V	Architect & Interior Designer
RA013720	McGowan, Michael J	Architect & Interior Designer
RA013721	Smith, Thomas F, III	Architect & Interior Designer
RA013722	Slattery, John	Architect & Interior Designer
RA013723	Rose, Charles Buckley	Architect & Interior Designer
RA013724	Zeigler, Brent D	Architect & Interior Designer
RA013725	Sims, Jason	Architect & Interior Designer
RA013726	Baldinger, Ilan Ludwig	Architect & Interior Designer
RA013727	Whatley, John B	Architect & Interior Designer
RA013728	Hughes, Michael Leo, Sr	Architect & Interior Designer
RA013729	Tomasik, Mark	Architect & Interior Designer
RA013730	White, Marion K	Architect & Interior Designer
RA013731	Payne, Talmage Robinson	Architect & Interior Designer
RA013732	Humenik, Jeffrey J	Architect & Interior Designer
RA013733	Sorg, David J	Architect & Interior Designer
RA013734	Ellman, Howard S	Architect & Interior Designer
RA013735	Manning, Matthew Allen	Architect & Interior Designer
RA013736	McKay, Michael A	Architect & Interior Designer
RA013737	Wambach, Todd A	Architect & Interior Designer
RA013738	Broyles, Zachary P	Architect & Interior Designer
RA013739	Morisette, Robert Kelly	Architect & Interior Designer
RA013740	Baum, Richard Leslie	Architect & Interior Designer
RA013741	Mynhier, Joseph I	Architect & Interior Designer
RA013742	McKay, Ryan Patrick	Architect & Interior Designer
RA013743	Lee, Trevor Smith	Architect & Interior Designer
RA013744	Plenge, Kevin Benjamin	Architect & Interior Designer
RA013745	Ojamaa, Andrew	Architect & Interior Designer
RA013746	Zehnder, Christopher J	Architect & Interior Designer
RA013747	Thompson, David	Architect & Interior Designer
RA013748	Washburn, Heath Forrest	Architect & Interior Designer
RA013749	Brooks, Blake Allison	Architect & Interior Designer
RA013750	Kane, Jackson Monroe	Architect & Interior Designer
RA013751	Mitchell, Brian D	Architect & Interior Designer
RA013752	Schwartz, Alfred Frank, Jr	Architect & Interior Designer
RA013753	Perry, Jason Dorsey	Architect & Interior Designer
RA013754	Harding, John H	Architect & Interior Designer
RA013755	Enoki, Todd K	Architect & Interior Designer
RA013756	Slator, Brian Robert	Architect & Interior Designer

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### Executive Session:

David Maschke moved to enter into Executive Session to deliberate on applications, complaints, and Attorney General's Report, as authorized by O.C.G.A. § 43-1-2 (k) and 43-1-19 (h). Niles Bolton seconded the motion. The motion was carried by Anne Smith, President; David Maschke; Janice Wittschiebe, Niles Bolton, and Cindy Kelly Trimble. The Board concluded Executive Session in order to vote on the matters discussed and to continue with the public session.

### Applications:

Janice Wittschiebe moved, Niles Bolton seconded, and the Board voted to approve the following applications to take the Architectural Registration Examination:

- 1857065      John Daniel Wehby
- 1851997      Amanda Marian Warr
- 1840523      Kevin Ray Webber
- 1840393      Alissa Faye Kingsley
- 2092602      Jonathan Lee Acker
- 1829883      Alysha Erin Buck
- 1829697      Jahaira Danae Hilton-Davis
- 2093865      Kristy Leighann Swann
- 2282469      David Wang Xu
- 1848026      Sara Elizabeth Nichols
- 2284069      Neil Myers Waddle
- 2284344      Maijosh Giraut
- 1840102      Thomas Glenn McClure
- 2284956      Stephanie Louise Murray
- 2092756      Katie Rose Farias
- 2284111      Tiffany Morgan Cain
- 1827940      Scott Conlan Hardin
- 2284442      Brian Lee Keele

Janice Wittschiebe moved, Niles Bolton seconded, and the Board approve the following applications for registration as a Registered Architect by reciprocity:

- 1848040      Andrew R Wang
- 1848025      David M Murphy

Janice Wittschiebe moved, Niles Bolton seconded, and the Board table the following applications for registration as a Registered Architect by reciprocity:

- W A S I I

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Janice Wittschiebe moved, Niles Bolton seconded, and the Board voted to approve the following applications for reinstatement as a Registered Architect:

- RA008077 Eric Gerald Walker
- RA008688 James Jeffrey Wasserman
- RA009023 William E Nash Sr.
- RA009580 James Black McLeish III
- RA008975 Shannon Fowler
- RA012489 Paul T Briggs
- RA011096 Thomas William Reynolds
- RA013069 John Anthony Mistretta
- RA012268 Norberto Rosenstein

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted to table the following applications for reinstatement as a Registered Architect:

- S J C
- W E W
- R K C
- J G T

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted to approve the following applications for a Registered Interior Designer:

- 1839210 Stephanie Renee Harris

Cindy Trimble moved, Janice Wittschiebe seconded, and the Board voted to deny the following application for reinstatement as a Registered Interior Designer:

- A D R
- M B M

Cindy Trimble moved, Janice Wittschiebe seconded, and the Board voted to deny the following applicant for licensure:

- 1842267 M P C
- 1851864 C H R
- 1857089 M R K
- 1851722 P A B

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted to approve the following Continuing Education audits for license renewals:

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- RA005763 K Sushma Dersch
- RA012482 Daniel Aaron Nemec
- RA007788 Thomas D Quirk
- RA005676 James Lawrence Jones
- RA006318 Guillermo Eduardo Llorca
- RA011556 Ronald Reim
- RA008611 W Michael Steffey
- RA010353 Wynn L Warner
- RA012541 Rex Paul Craft
- RA003590 William Lee Alexander
- RA010947 Randall D Huggins
- RA011445 Chris Alan Lindsay
- RA009105 Kenneth C Newell
- RA002954 Tony C Paladino
- RA012474 James A Von Klemperer
- RA013196 Michael G Domokur
- RA013102 Sarah Steger Blair
- RA005682 Joel Tyler Laseter
- RA012715 Brian Patrick Bullard
- RA011207 Michael Thomas Fries
- RA012429 Ziang Xu
- RA010847 Catherine Melissa Chanin
- RA011017 Timothy Scott Adams
- RA012333 James Cantwell
- RA002645 James Richard Merriman
- RA007703 Dennis Martin
- RA007857 Angelo Francis Corva
- RA012269 Henry C Onochie
- RA010109 Lawrence Milles
- RA010640 Lawrence T Goldberg
- RA011572 Calvin Coatsworth

Janice Wittschiebe moved, Niles Bolton seconded, and the Board voted to deny the following Continuing Education audits for license renewals:

- W L B
- W S E
- W J D

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Janice Wittschiede moved, Niles Bolton seconded, and the Board voted to table the following Continuing Education audits for license renewals until the December 2013 Board meeting:

- W D
- T E V
- J H I
- V A
- G W L

Janice Wittschiede moved, Niles Bolton seconded, and the Board voted to accept the report of the pending cases presented by the Attorney General.

Niles Bolton moved, Janice Wittschiede seconded, and the Board voted to accept the recommendations made in Executive Session on the following cases:

ARCH120027(ARCH080035)	Table For Review
ARCH120005	Table For Review
ARCH120019	Table For Review
ARCH120004	Table For Review
ARCH140001	Table for Review

### **Other Business:**

TOPIC	DECISION
Request to Sign Letter of Undertaking to NCARB-CALA Mutual Recognition Agreement	Table for Attorney General's review at December meeting.
2014 Meeting Schedule	Janice Wittschiede moved, Niles Bolton seconded, and the Board voted to approve the 2014 Meeting Schedule.
Letter from David Ware	The Board reviewed and crafted response and request for further information from the writer.
William Dobson Request for Extension to obtain CE	David Maschke moved, Janice Wittschiede seconded, and the Board voted to allow until 12/31/13 to complete the required 24 total hrs, 16 hours of which must be Health, Safety, and Welfare units.

Anne Smith reported on a presentation she and David Maschke made at the AIA GA Annual Conference.

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Janice Wittschiebe reported on her presentation to the Legislative Committee reviewing professional licensing boards.

David Maschke moved, Janice Wittschiebe seconded, and the Board voted to authorize Anne Smith to gather information from other jurisdictions on how they have implemented direct registrations for examinations with NCARB.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-2A-.01 Signing and Sealing Documents as Registered Architect.**

- (1) Every holder of a certificate of registration shall secure a SEAL of the design shown below, which shall ~~be imprinted~~ appear on all documents prepared by the Architect or prepared under his responsible control; or which is a prototypical document for which the Architect of Record is assuming professional responsibility as allowed by this Chapter. The SEAL shall ~~be imprinted~~ appear on each drawing, ~~imprinted~~ appear on the cover and index pages identifying all specifications covered by the index pages and ~~imprinted~~ appear on all other documents of service as well. For all documents of service to be submitted for the purpose of obtaining a building permit or for any other requirement as set forth by law, the architect's signature shall be ~~original, in permanent blue ink,~~ applied with the issue date and purpose appropriately identified on the document.
- (2) Nothing in these rules shall preclude the use of a seal and signature electronically applied to the document; however, to restrict electronic access to his seal and signature, the architect of record may elect, for all documents subsequently issued, to substitute for his seal and signature the following notation "These documents have been properly sealed and signed by (named) architect of record. Original permitted sets of these documents are on file with (name permitting authority) and are kept at the job site."
- (3) All subsequent revisions to the documents shall be made under the responsible control of the architect of record and when so noted shall be considered the same as those originally signed, sealed and dated.
- (4) The SEAL shall serve to identify the Architect as the author or person in responsible control of the preparation of all drawings, specifications, and other and as the Architect of Record.
- (5) The SEAL in this context means the personal, professional SEAL of a Georgia Registered Architect certified under Code Chapter 43-4 to use the title Architect and practice the profession of architecture. A SEAL containing a firm name or a corporate name is not acceptable under this paragraph.
- (6) An Architect shall not affix, or permit to be affixed, his SEAL or his name to any drawing, specification, or other document or perform any other act as an Architect unless holding at the time a current certificate of registration in the State of Georgia.
- (7) An Architect shall only affix his seal or permit his seal to be affixed to a drawing or

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other instrument of service when:

- (a) The instrument of service was prepared by or under the responsible control of the Architect.
  - (b) The documents were prepared by a Registered Interior Designer and the Architect has thoroughly reviewed or supervised the preparation of the drawings as provided in Code Section 43-4-33, or
  - (c) In the case of prototypical drawings, the originating Architect has given the Georgia Architect of Record full authority in writing to make revisions following a substantive review and inspection of the documents with regard to the laws and regulations of Georgia.
- (8) The improper use of the SEAL or permitting the improper use thereof is ground for discipline of a licensee. Any person not licensed who improperly uses the SEAL of another is subject to the sanctions available under Code Chapter 43-4.
- (9) Description of SEAL: The SEAL shall contain the NAME of the Registered Architect, his CERTIFICATE NUMBER and shall contain the words REGISTERED ARCHITECT – STATE OF GEORGIA, all in accordance with the sample shown below. The SEAL shall comply in all respects with the sample below, including size and format. It shall be 1 ¾ inches in diameter with type font and size as indicated: State of Georgia/ Ariel black, 10 pt.; Registered Architect/ Ariel black, 7 pt.; Name/ Ariel, 10 pt.; Certificate Number/ Ariel, 7 pt. ~~The SEAL shall be of a type, which will make an impression by rubber stamp on the surface of the document to which it is applied.~~



SAMPLE OF SEAL

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

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### **50-2A-.02 Notice of Shared Responsibility.**

(1) When an architect has been engaged by an Owner to provide professional services limited to the preparation of construction documents only, thereby allowing the Architect of Record limited involvement during the construction administration phase, he shall affix on all instruments of service the following statement: “(Named) Architect of Record is not responsible for interpreting the intent of the construction documents, including making modifications as may be necessary during the construction phase; and that the Architect of Record is no longer liable for the work where changes to these documents have been made.”

(2) When during the course of the Construction Administration phase, services of the Architect of Record are terminated, the Architect of Record shall promptly notify the permitting authority in writing that his services have been terminated and that he will no longer be responsible for interpreting the intent of the construction documents and accordingly is no longer be liable for the work where changes to his documents have been made.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-3-.02 Practice.**

(1) No firm, sole proprietorship, partnership, corporation or limited liability company will be registered to practice architecture.

(2) Architectural practice by firms, sole proprietorships, partnerships, corporations, and limited liability companies is permissible upon compliance with Code Section 43-4-10 and this Chapter.

(a) Such practice is permissible only if it is performed under the responsible control and authority of a Georgia registered Architect who is:

1. In the case of a corporation, a director who is employed full-time at the premises where the architectural services are performed; or
2. In the case of a partnership a partner; or
3. In the case of a limited liability company a member; or
4. An employee with an ownership interest who has been designated in writing as holding a position of authority within the firm.

(b) “Responsible Control” as used herein means that ~~the licensed architect under whose authority such practice is performed has personal knowledge and ultimate authority for all architectural decisions in connection therewith~~ amount of control over and detailed professional knowledge of the content of technical submissions during their preparation as is ordinarily exercised by a registered architect applying the professional standard of care, including but not limited to an architect’s integration of information from manufacturers,

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suppliers, installers, the architect's consultants, owners, contractors, or other sources the architect reasonably trusts that is incidental to and intended to be incorporated into the architect's technical submissions if the architect has coordinated and reviewed such information. Other review, or review and correction, of technical submissions after they have been prepared by others does not constitute the exercise of responsible control because the reviewer has neither control over nor detailed professional knowledge of the content of such submissions throughout their preparation. In the case of a corporation, partnership, limited liability company, or employee with ownership interest, the licensed architect under whose authority such practices is performed shall be identified in any contract for architectural services. Any documents prepared in such practice must be the individual signature and seal of the architect under whose authority the documents are prepared. In a partnership which includes more than one licensed architect partner, the partner who has responsible control as defined herein shall sign and seal the documents as required in Code Section 43-4. The administration of construction contracts shall be under the responsible control of the licensed architect under whose authority such work is undertaken or any other architect principal of the firm.

(c) When architectural drawings, documents, and specifications are prepared outside of the sealing architect's company, responsible control shall be demonstrated by contractual relationships, appropriate financial records, and time sheets that indicate a substantial and continuous participation in the coordination of consultants and creation of the work. Prototypical drawings shall be prepared in accordance with Board Rule 50-2A-.01(7)(c) and 50-2A-.03.

(d) A Georgia registered architect may seal a submission prepared by a Georgia registered interior designer in accordance with O.C.G.A. § 43-4-33(b).

~~(e) Reviewing, or reviewing and correcting the final technical submissions after they have been prepared by others does not constitute the exercise of responsible control because the reviewer has neither control over nor detailed professional knowledge of the content of such submissions throughout their preparation.~~

(3) Foreign corporations are cautioned that in order to do business in Georgia, they must also conform to the legal requirements applicable to foreign corporations as administered by the Office of the Secretary of State.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-4-.01 Examinations.**

(1) ~~The Examinations of applicants for certificates to practice architecture under the title "Architect" will~~ shall be in accordance with the Architect Registration Examination® (ARE®) prepared by and administered through the National Council of Architectural Registration Boards Uniform Architect Registration Examination (ARE) , as accepted by the Board from time to time.

(2) ~~Each part must be passed singularly and independently, subject to the following:~~

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~~(a) Any part of the examination passed prior to January 1, 2006 is valid indefinitely. A passing grade earned after January 1, 2006 for any division shall be valid for five years, after which the division must be retaken and passed. The five-year period shall commence after January 1, 2006, on the date when the first passed division was administered.~~

~~(b) Effective January 1, 2006, an applicant for a certificate to practice architecture who has not passed any division before January 1, 2006, must pass all parts of the examination within a five-year period starting from the date when the first passed division of the examination was administered. The passing grade on any division is valid for five years. All passing grades outside of the five-year period will be forfeited, and the applicant must retake and pass that division of the examination again. The exam must be passed in accordance with the NCARB policies current at the time the applicant takes the ARE®, all as accepted by the Board from time to time.~~

(3) Applicants for examination who qualify under Code Section 43-4-11(b)(1) and have enrolled in the Intern Development Program set forth in Rule 50-7-.02, shall be eligible for admission to the examination. All other All applicants for examination, or parts thereof, must have met the acceptable practical experience requirements for eligibility to take the examination as provided for in Chapter 50-7 prior to admission to the examination.

(4) After administration of the examination, the contents of the examination will be treated as confidential and will not be disclosed, except in such circumstances and under such conditions as may be approved by the Board. No reuse, copying or reproduction in any manner of any portion of any examination materials is permitted without the Board's permission.

(5) The Board will not conduct with examinees reviews of any portions or divisions of their examinations.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-4-.03 Eligibility for Certification.**

(1) An applicant who is determined by the Board to possess the qualifications set forth in Code Section 43-4-11(b)(1), 43-4-11(b)(2), or 43-4-11(b)(3) shall be required to pass all parts of the NCARB Uniform Architect Registration Examination in accordance with the NCARB policies current at the time the applicant takes the ARE®, all as accepted by the Board from time to time to be eligible for certification.

(2) An applicant who is determined by the Board to possess the qualification set forth in Code Section 43-4-11(c) may be registered without having to comply with the requirements of this chapter if:

(a) The applicant submits satisfactory evidence that he or she holds a current and valid certification issued by NCARB, and

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(b) The applicant also submits satisfactory evidence that he or she holds a current and valid registration issued by any other NCARB Member Board or by a jurisdiction outside of the United States recognized by NCARB, and

(c) The applicant files an application with the Board, on a form prescribed by the Board, containing such additional information, satisfactory to the Board, as the Board considers pertinent, and pays the applicable fee established by the Board.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-7-.01 General Eligibility Criteria**

(1) Applicants for examination who qualify under Code Section 43-4-11(b)(1) must have enrolled in the Intern Development Program (IDP) training requirements set forth in Rule 50-7-.02 in order to meet acceptable practical experience requirements for eligibility ~~to take the examination for~~ certification.

(2) Applicants for examination who qualify under Code Section 43-4-11(b)(2) must have completed a minimum of ten years' acceptable practical experience, including academic training, following completion of high school or the equivalent in order to be eligible to take the examination. As part of the acceptable practical experience, the applicant must have completed the Intern Development Program (IDP) training requirements set forth in Rule 50-7-.02. The remaining experience, including academic training, must be earned in accordance with that described in Rule 50-7-.03.

(a) No IDP training credits may be earned prior to satisfactory completion of five years of acceptable practical experience, including academic training, as described in Rule 50-7-.03.

(b) In evaluating credit for academic training and/or practical experience obtained concurrently in part-time or full-time endeavors described in Rule 50-7-.03, credits will be prorated between endeavors on the basis of a standard work week, with the combined credit not to exceed a 40-hour work week.

(3) Applicants for examination who qualify under Code Section 43-4-11(b)(3) must have completed a minimum of six years' acceptable practical experience in order to be eligible to take the examination. As part of the acceptable practical experience, the applicant must have completed the Intern Development Program (IDP) training requirements set forth in Rule 50-7-.02. The remaining experience must be earned in accordance with that described in Rule 50-7-.03(1) or through the completion of additional IDP training.

(a) No IDP training credits may be earned prior to completion of the bachelor's degree described in Code Section 43-4-11(b)(3).

(b) In evaluating credit for academic training and/or practical experience obtained concurrently in part-time or full-time endeavors described in Rule 50-7-.03(1) credits will be prorated between endeavors on the basis of a standard work week, with the combined credit not to exceed a 40-hour work week.

(c) A "bachelor's degree with a substantial concentration in architecture approved by the Board" is defined as a preprofessional degree program that is recognized as sufficient to satisfy the entrance requirements for a candidate's direct entry into a National Architectural Accrediting Board ("NAAB") accredited master's degree program. A "Board approved school or college" is defined as

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a school or college which offers a bachelor's degree program with substantial concentration in architecture as defined above and which has awarded bachelor degrees to at least one class of students who have completed the school's or college's full preprofessional degree curriculum.

(4) The Board may accept training and experience that it deems substantially equivalent to the requirements set forth in this chapter.

Niles Bolton moved, Janice Wittschiebe seconded, and the Board voted unanimously to post proposed amendments for the following rule:

### **50-7-.02 Intern Development Program (IDP) Training Requirements.**

#### **~~Amended.~~**

(1) The Intern Development Program (IDP) training requirements shall be in accordance With the IDP Guidelines as established published by the National Council of Architectural Registration Boards (NCARB) from time to time, all as accepted by the Board from time to time.

(2) The Board reserves the right at any time to require that an applicant produce substantiation for all or any part of the verified record of IDP training that he or she asserts has been attained.

(3) The applicant must establish an NCARB record and have NCARB maintain his or her IDP records.

The next meeting of the Board will be held on December 13, 2013, at 9:30 a.m. at the Professional Licensing Boards Office in Macon, GA.

There being no further business, the meeting was adjourned at 12:40 p.m.