# WEST VIRGINIA SECRETARY OF STATE BETTY IRELAND ADMINISTRATIVE LAW DIVISION

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OFFICE WEST VIHGINIA SECRETARY OF STATE

Form #6

## NOTICE OF FINAL FILING AND ADOPTION OF A LEGISLATIVE RULE AUTHORIZED BY THE WEST VIRGINIA LEGISLATURE

AGENCY: Board of Landscape Architects	TITLE NUMBER:9
AMENDMENT TO AN EXISTING RULE: YES NO X	
IF YES, SERIES NUMBER OF RULE BEING AMENDED:	<u></u>
TITLE OF RULE BEING AMENDED.	
IF NO, SERIES NUMBER OF RULE BEING PROPOSED: 3	<u></u>
TITLE OF RULE BEING PROPOSED: Fe 25	
THE ABOVE RULE HAS BEEN AUTHORIZED BY THE WEST VIRGI	NIA LEGISLATURE.
AUTHORIZATION IS CITED IN (house or senate bill number) SB 319	
SECTION § 64-9-7(c) , PASSED ON March	9, 2007
THIS RULE IS FILED WITH THE SECRETARY OF STATE. THIS	RULE BECOMES EFFECTIVE ON THE
FOLLOWING DATE: April 16, 2007	
Roger	emery
- Au	thorized Signature

# TITLE 9 LEGISLATIVE RULE WEST VIRGINIA STATE BOARD OF LANDSCAPE ARCHITE OF A

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### SERIES 3 FEES

OFFIC SECR.



#### §9-3-1. General.

- 1.1. Scope. -- This rule specifies fees to be charged by the Board.
- 1.2. Authority. -- W. Va. Code §§30-22-7(a)(6).
- 1.3. Filing Date. -- April 11, 2007.
- 1.4. Effective Date. -- April 16, 2007.

#### §9-3-2. Definitions.

- 2.1. Terms Defined by Statute -- Terms defined in W. Va. Code \$30-22-4 have the same meanings when used in this rule unless the context or subject matter clearly requires a different interpretation.
  - 2.2. "Board" means the West Virginia State Board of Landscape Architects.
  - 2.3. "Registrant" means a current licensee or Certificate of Authorization (COA) holder.

#### §9-3-3. Requirements.

- 3.1. The fees listed in this rule are payable to the Board. Fees shall be paid by check or money order and are non-refundable. The Board may return any application received without the proper fee to the applicant.
- 3.2. Each year during the month of April, the Board shall notify each registrant of the amount of the renewal fee.
  - 3.3. A registrant shall pay renewal fees before the thirtieth (30th) day of June of each year.
- 3.4. If a renewal application is postmarked after the thirtieth (30<sup>th</sup>) day of June, the registrant's license is considered expired, and the Board shall assess the registrant a late fee penalty as described in this rule.

#### §9-3-4. Fees.

#### General Fees

Reciprocal or New Application	\$100.00
Temporary Permit	\$100.00
Duplicate Renewal Card	\$5.00
Replacement Certificate	\$15.00
Current Roster <sup>1</sup>	\$25.00
Insufficient Funds (returned check)	\$25.00
Copies of Public Records (per page)	\$0.25
Examinations (See foo	otnote 6.)

#### Certificate of Authorization (COA) Fees

Application for Sole Proprietor <sup>2</sup> \$20.00 Application for Firm with two or more Licensed Landscape Architects <sup>3</sup> \$150.00 Duplicate/Replacement Certificate \$15.00

#### Annual Renewal Fees

License Renewal	\$100.00
COA or License Renewal Late Fee 4	\$50.00
Inactive Status	\$25.00
Retired Status	\$5.00
COA for Sole Proprietor <sup>2</sup>	\$15.00
COA for Firm with two or more	
Licensed Landscape Architects <sup>3</sup>	\$150.00

#### Reinstatement Fees

Retired or Inactive Licensees	\$100.00
Expired License <sup>5</sup>	\$250.00
Expired COA for Sole Proprietor	\$60.00
Expired COA for Firm with two or	more
Licensed Landscape Architects <sup>3</sup>	\$350.00

- 1. Available for free download from the Board's web site.
- 2. A COA for a firm with one (1) registrant is optional.
- 3. Regardless of the landscape architect's state of registration or licensure.
- 4. In addition to the renewal fee.
- 5. Reinstatement of expired license contingent upon successful completion of continuing education requirements and/or examinations in addition to the fee.
- 6. Examination fees are set at cost to the Board plus any administrative fees incurred by the Board.