

**REAL ESTATE APPRAISER BOARD
TENTATIVE AGENDA**

**Wednesday, October 14, 2020 - 10:00 AM
2nd Floor – Board Room 2**

**Department of Professional and Occupational Regulation
Perimeter Center, Suite 200
9960 Mayland Drive
Richmond, Virginia 23233**

I. CALL TO ORDER

II. ADMINISTRATIVE MATTERS

1. Approval of Agenda
2. Approval of Minutes:
 - A. June 30, 2020, Board Meeting

III. PUBLIC COMMENT PERIOD**

IV. CASES

1. File Number 2019-02926 – John Q. Hatten, Jr.
Pre-IFF Consent Order by Rochester & James – Disciplinary
Appointment – Lindsey Carney, Esq., attorney for respondent
2. File Number 2019-02831 – Michael Trull
IFF by Rochester & James – Disciplinary
3. File Number 2020-00795 – Lawrence Kesser
IFF by James – Disciplinary

V. ADMINISTRATIVE ISSUES

- Board Financial Statements
- Exempt Regulation Action
- 2021 Board dates
- Resolutions

VI. OLD BUSINESS

VII. NEW BUSINESS

NEXT MEETING SCHEDULED FOR TUESDAY, FEBRUARY 9, 2021

**** 5-minute public comment, per person, on those items not included on the agenda with the exception of any open disciplinary files. No other public comment will be accepted by the Board during the meeting.** Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-8552 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

June 30, 2020

The Real Estate Appraiser Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

Robert Rochester, Chair
Rickey Stuchell, Vice-Chair
H. Glenn James
Mark Chapin
Kelvin Bratton
Fred Levine

Board members absent from the meeting: Chris King
Janel Hofler
Rex McCarty
Edythe Kelleher

DPOR Staff present for all or part of the meeting included:

Mary Broz-Vaughan, Director
Christine Martine, Executive Director
Jim Chapman, Board Administrator
Emily Trent, Administrative Assistant

Mr. Rochester called the meeting to order at 10:03 A.M.

Call to Order

A motion was made by Mr. Chapin and seconded by Mr. Levine to approve the agenda. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine, Rochester and Stuchell.

Approval of Agenda

A motion was made by Mr. Stuchell and seconded by Mr. Chapin to approve the February 11, 2020, Real Estate Appraiser Board minutes. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine, Rochester and Stuchell.

Approval of Minutes

Jayne Allen addressed the Board concerning an AMC that is

Public Comment

aggressive about pricing appraisals low and requesting quick turn arounds. No action was taken by the Board.

Pat Turner addressed the Board regarding the number of appraiser board members involved in the Informal Fact-Finding Conference process. Further, he expressed concern about the lack of disciplinary cases against Appraisal Management Companies. No action was taken by the Board.

In the matter of **File Number 2020-01155, Brian Dean Brown**, the Board reviewed the Consent Order as seen and agreed to by Mr. Brown. A motion was made by Mr. Bratton and seconded by Mr. Stuchell to accept the proposed Consent Order offer wherein Mr. Brown admits to a violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2015 Regulations, a violation of 18 VAC 130-20-180.D (Count 2) of the Board's 2015 Regulations, and a violation of §54.1-2011.F (Count 3) of the *Code of Virginia*, and agrees to a monetary penalty of \$400.00 for the violation contained in Count 1, \$200.00 for the violation contained in Count 2, \$100.00 for the violation contained in Count 3, and \$150.00 in Board costs, for a total of \$850.00. In addition, for violation of Count 1, Brown agrees to complete a Residential Appraisal Course pertaining to Report Writing and Case Studies approved by The Appraisal Foundation or the Board within six (6) months of the effective date of the Order. Such course shall be a minimum of 40 hours and shall include an examination. Upon successful course completion, Brown shall provide the Board with proof of passing the exam. It is acknowledged that satisfactory completion of the above-referenced course will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. The motion passed unanimously. Members voting "Yes" were Bratton, James, Levine, Rochester and Stuchell.

File Number 2020-01155, Brian Dean Brown

As the Board member who reviewed the file, Mr. Chapin did not vote or participate in the discussion in this matter.

In the matter of **File Number 2020-01269, Sean Martin Camp**, the Board reviewed the Consent Order as seen and agreed to by Mr. Camp. A motion was made by Mr. Bratton

File Number 2020-01269, Sean Martin Camp

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and seconded by Mr. Chapin to accept the proposed Consent Order offer wherein Mr. Camp admits to a violation of 18 VAC 130-20-180.E (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 130-20-180.D (Count 2) of the Board's 2015 Regulations, and agrees to a monetary penalty of \$250.00 for the violation contained in Count 1, \$250.00 for the violation contained in Count 2, and \$150.00 in Board costs, for a total of \$650.00. In addition, for violation of Counts 1 and 2, Camp agrees to complete an Upper Level Residential Appraisal Course approved by The Appraisal Foundation or the Board within six (6) months of the effective date of the Order. Such course shall be a minimum of 30 hours and shall include an examination. Upon successful completion, Camp shall provide the Board with proof of passing the exam. It is acknowledged that satisfactory completion of the above-referenced course will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Rochester.

As the Board member who reviewed the file, Mr. Stuchell did not vote or participate in the discussion in this matter.

In the matter of **File Number 2020-00614, Robert Preston Shannon, Jr.**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Chapin and seconded by Mr. Levine to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find no violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2015 Regulations, find a violation of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations, and a find a violation of §54.1-2011.f (Count 3) of the *Code of Virginia*. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Rochester.

File Number 2020-00614, Robert Preston Shannon, Jr.

A motion was made by Mr. Chapin and seconded by Mr. Bratton to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and

impose a monetary penalty of \$250.00 for the violation contained in Count 2, for a total of \$250.00. In addition, for the violation of Count 2, Shannon shall be placed on probation and required to take Qualifying Education (“QE”) Residential Appraisal Course(s) approved by the Appraisal Foundation or the Board within six (6) months of the effective date of the Order. The course(s) shall include instruction on USPAP. Shannon must complete a minimum of 15 total hours, and the course(s) shall include an examination. Upon successful course completion, Shannon shall provide the Board with proof of passing the examination. It is acknowledged that satisfactory completion of the above-referenced course(s) will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. The motion passed unanimously. Members voting “Yes” were Bratton, Chapin, Levine, James and Rochester.

As the presiding Board member, Mr. Stuchell did not vote or participate in the discussion in this matter.

Mr. Rochester turned the position of Chair over to Mr. James and recused himself from the meeting.

In the matter of **File Number 2020-00536, Robert Warren Dawson, Jr.**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Chapin and seconded by Mr. Bratton to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.M.1 (Count 1) of the Board’s 2015 Regulations, find a violation of 18 VAC 130-20-180.D (Count 2) of the Board’s 2015 Regulations, and find a violation of 18 VAC 130-20-180.E (Count 3) of the Board’s 2015 Regulations. The motion passed unanimously. Members voting “Yes” were Members voting “Yes” were Bratton, Chapin, James and Levine.

A motion was made by Mr. Bratton and seconded by Mr. Chapin to accept the recommendation contained in the

Transfer of Chair

File Number 2020-00536, Robert Warren Dawson, Jr.

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Summary of the Informal Fact-Finding Conference and impose a monetary penalty of \$500.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, and \$500.00 for the violation contained in Count 3, for a total of \$1,500.00. In addition, for the violation of Count 3, Dawson shall be placed on probation and required to take Qualifying Education (“QE”) Basic Appraisal Procedures Course(s) approved by the Appraisal Foundation or the Board within six (6) months of the effective date of the Order. The course(s) shall include instruction on USPAP. Dawson must complete a minimum of 28 total hours, and each course shall include an examination. Upon successful course completion, Dawson shall provide the Board with proof of passing the examination. It is acknowledged that satisfactory completion of the above-referenced course(s) will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. In addition, Dawson shall be placed on probation for a period of 12 months. During the probation, Dawson shall submit three (3) reports per quarter to the Board for review. The motion passed unanimously. Members voting “Yes” were Bratton, Chapin, Levine and James.

As the presiding Board member and Board member who reviewed the file, Mr. Stuchell and Mr. Rochester did not vote or participate in the discussion in this matter.

Mr. James turned the position of Chair over to Mr. Stuchell upon his return.

In the matter of **File Number 2020-00903, Angela Lewis Stokes**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. James and seconded by Mr. Chapin to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find no violation of 18 VAC 130-20-180.D (Count 1) of the Board’s 2015 Regulations. The motion passed unanimously. Members voting “Yes” were Members voting “Yes” were Chapin,

Transfer of Chair

File Number 2020-00903, Angela Lewis Stokes

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Official Board position.

James, Levine and Stuchell.

A motion was made by Mr. James and seconded by Mr. Chapin to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to close violation 1 of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations, find a violation of violation 2 of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations, a find a violation of violation 3 of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations. The motion passed unanimously. Members voting "Yes" were Chapin, James, Levine and Stuchell.

A motion was made by Mr. James and seconded by Mr. Chapin to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and impose a monetary penalty of \$500.00 for the violations contained in Count 2, for a total of \$500.00. In addition, for the violation of Count 2, Stokes shall be placed on probation and required to take Qualifying Education ("QE") Residential Appraisal Course(s) approved by the Appraisal Foundation or the Board within six (6) months of the effective date of the Order. The course(s) shall include instruction on USPAP. Stokes must complete a minimum of 15 total hours, and each course shall include an examination. Upon successful course completion, Stokes shall provide the Board with proof of passing the examination. It is acknowledged that satisfactory completion of the above-referenced course(s) will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. The motion passed unanimously. Members voting "Yes" were Chapin, James, Levine and Stuchell.

As the presiding Board member and Board member who reviewed the file, Mr. Rochester and Mr. Bratton did not vote or participate in the discussion in this matter.

In the matter of **File Number 2020-01171, Brian Charles Runge**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-

File Number 2020-01171, Brian Charles Runge

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Finding Conference of the presiding Board member. A motion was made by Mr. Chapin and seconded by Mr. Bratton find no violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2015 Regulations, and no violation of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations and to close the file. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Stuchell.

As the presiding Board member, Mr. Rochester did not vote or participate in the discussion of this matter.

In the matter of **File Number 2020-00808, Ronald William Keyes, Jr.**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Bratton and seconded by Mr. Chapin to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations. The motion was withdrawn.

File Number 2020-00808, Ronald William Keyes, Jr.

A motion was made by Mr. James and seconded by Mr. Chapin to find no violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2015 Regulations and close this aspect of the file. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Stuchell.

A motion was made by Mr. James and seconded by Mr. Chapin to close the file and find no violation of 18 VAC 130-20-180.E (Count 2) of the Board's 2015 Regulations and close this aspect of the file. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Stuchell.

As the presiding Board member, Mr. Rochester did not vote or participate in the discussion of this matter.

In the matter of **File Number 2020-01173, Jonathan Hobbs**

File Number 2020-

Montgomery, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Bratton and seconded by Mr. James to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.M.4 (Count 1) of the Board's 2015 Regulations, and a violation of 18 VAC 130-20-180.M.5 (Count 2) of the Board's 2015 Regulations. The motion passed unanimously. Members voting "Yes" were Bratton, Chapin, James, Levine and Stuchell.

**01173, Jonathan
Hobbs Montgomery**

A motion was made by Mr. James and seconded by Mr. Bratton to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose no monetary penalty for violation contained in Count 1, and impose a monetary penalty of \$100.00 for the violation contained in Count 2, for a total of \$100.00. The motion was withdrawn.

A motion was made by Mr. Bratton and seconded by Mr. James to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference and instead impose a monetary penalty of \$100.00 for the violation contained in Count 2, for a total of \$100.00. In addition, for the violation of Counts 1 and 2, Montgomery's license shall be suspended until such time he provides evidence satisfactory to the Board that he paid the entirety of the civil monetary penalty imposed by the Maryland Commission of Real Estate Appraisers, Appraisal Management Companies and Home Inspectors. Further, from the time that the suspension is removed from Montgomery's license, the license shall be placed on probation for a period of six (6) months. As a requirement of probation, Montgomery shall submit three (3) reports per quarter to the Board for review. If the board finds any of the reports submitted by Montgomery to not be compliant with USPAP or the board's regulations, staff will refer Montgomery to CID for further action. The Board added additional sanctions to better reflect the severity of the violations and to protect the public. The motion passed

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unanimously. Members voting “Yes” were Bratton, Chapin, James, Levine and Stuchell.

As the presiding Board member, Mr. Rochester did not vote or participate in the discussion in this matter.

Mr. Rochester returned and assumed the position of Chair.

In the matter of **File Number 2020-01050, Martin Clark Van Kirk**, the Board reviewed the Consent Order as seen and agreed to by Mr. Van Kirk. A motion was made by Mr. Stuchell and seconded by Mr. Bratton to accept the proposed Consent Order offer wherein Mr. Van Kirk admits to a violation of 18 VAC 130-20-180.K.5 (Count 1) of the Board’s 2015 Regulations, and agrees to \$150.00 in Board costs, for a total of \$150.00. Further, for violation of Count 1, Van Kirk agrees to complete a 15-hour USPAP course approved by the Appraisal Foundation or the Board within six (6) months of the execution of the Order. Upon successful course completion, Van Kirk shall provide the Board with proof of passing the exam. It is acknowledged that satisfactory completion of the above-referenced course will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement or upgrade. The motion passed unanimously. Members voting “Yes” were Bratton, Chapin, James, Levine, Rochester and Stuchell.

In the matter of **File Number 2020-01958, Yevgeny Gekht**, the Board reviewed the record which consisted of the application file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Stuchell and seconded by Mr. Chapin to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to deny Mr. Gekht’s application for a Certified Residential Real Estate Appraiser license based upon the record. After review of the facts, the information obtained at the Informal Fact-Finding Conference, and in consideration of Gekht’s previous disciplinary action, the Board determined it could not protect the health, safety and welfare of the public due to the nature and seriousness of the violation. The motion passed

Transfer of Chair

File Number 2020-01050, Martin Clark Van Kirk

File Number 2020-01958, Yevgeny Gekht

unanimously. Members voting “Yes” were Bratton, Chapin, Levine, James, Rochester and Stuchell.

The Board reviewed the Board financial statement as presented. No action was taken by the Board.

Administrative Issues

Ms. Martine opened the floor for nominations for the position of Chair of the Real Estate Appraiser Board. Mr. Rochester nominated Mr. Stuchell for the position of Chair and Mr. Bratton seconded the nomination. With no other nominations, Mr. Stuchell succeeds to the position of Chair by acclamation.

Election of Officers

Ms. Martine opened the floor for nominations for the position of Vice-Chair of the Real Estate Appraiser Board. Mr. Stuchell nominated Mr. Bratton for the position of Vice-Chair and Mr. Chapin seconded the nomination. With no other nominations, Mr. Bratton succeeds to the position of Vice-Chair by acclamation.

There being no further business, the meeting adjourned at 11:46 A.M.

Adjourn

Rickey Stuchell, Chair

Mary Broz-Vaughan, Secretary

Department of Professional and Occupational Regulation
Statement of Financial Activity
Real Estate Appraiser Board
954610

2020-2022 Biennium

August 2020

	August 2020 Activity	Biennium-to-Date Comparison	
		July 2018 - August 2018	July 2020 - August 2020
Cash/Revenue Balance Brought Forward			30,844
Revenues	39,770	32,410	73,165
Cumulative Revenues			104,009
Cost Categories:			
Board Expenditures	1,311	4,754	3,354
Board Administration	4,981	13,124	12,422
Administration of Exams	99	612	247
Enforcement	739	1,777	1,820
Legal Services	210	144	210
Information Systems	5,706	8,949	7,837
Facilities and Support Services	1,506	2,218	3,039
Agency Administration	2,164	6,017	5,349
Other / Transfers	0	0	0
Total Expenses	16,716	37,595	34,278
Transfer To/(From) Cash Reserves	0	0	0
Ending Cash/Revenue Balance			69,731

Cash Reserve Beginning Balance	345,382	0	345,382
Change in Cash Reserve	0	0	0
Ending Cash Reserve Balance	345,382	0	345,382

Number of Regulants

Current Month	4,235
Previous Biennium-to-Date	4,098

18VAC130-20-10. Definitions.

Part I

General

The following words and terms when used in this chapter, unless a different meaning is provided or is plainly required by the context, shall have the following meanings:

"Accredited colleges, universities, junior and community colleges" means those accredited institutions of higher learning approved by the State Council of Higher Education for Virginia or listed in the Transfer Credit Practices of Designated Educational Institutions, published by the American Association of Collegiate Registrars and Admissions Officers or a recognized international equivalent.

"Adult distributive or marketing education programs" means those programs offered at schools approved by the Virginia Department of Education or any other local, state, or federal government agency, board or commission to teach adult education or marketing courses.

"Analysis" means a study of real estate or real property other than the estimation of value.

"Appraisal Foundation" means the foundation incorporated as an Illinois Not for Profit Corporation on November 30, 1987, to establish and improve uniform appraisal standards by defining, issuing, and promoting such standards.

"Appraisal subcommittee" means the designees of the heads of the federal financial institutions regulatory agencies established by the Federal Financial Institutions Examination Council Act of 1978 (12 USC § 3301 et seq.), as amended.

"Appraiser" means an individual who is expected to perform valuation services competently and in a manner that is independent, impartial, and objective.

"Appraiser classification" means any category of appraiser, which the board creates by designating criteria for qualification for such category and by designating the scope of practice permitted for such category.

"Appraiser Qualifications Board" means the board created by the Appraisal Foundation to establish appropriate criteria for the certification and recertification of qualified appraisers by defining, issuing, and promoting such qualification criteria; to disseminate such qualification criteria to states, governmental entities, and others; and to develop or assist in the development of appropriate examinations for qualified appraisers.

"Appraiser trainee" means an individual who is licensed as an appraiser trainee to appraise those properties that the supervising appraiser is permitted to appraise.

"Business entity" means any corporation, partnership, association, or other business entity under which appraisal services are performed.

"Certified general real estate appraiser" means an individual who meets the requirements for licensure that relate to the appraisal of all types of real estate and real property and is licensed as a certified general real estate appraiser.

"Certified instructor" means an individual holding an instructor certificate issued by the Real Estate Appraiser Board to act as an instructor.

"Certified residential real estate appraiser" means an individual who meets the requirements for licensure for the appraisal of or the review appraisal of any residential real estate or real property of one to four residential units regardless of transaction value or complexity. Certified residential real estate appraisers may also appraise or provide a review appraisal of nonresidential properties with a transaction value or market value as defined by the Uniform Standards of Professional Appraisal Practice up to \$250,000, whichever is the lesser.

"Classroom hour" means 50 minutes out of each 60-minute segment. The prescribed number of classroom hours includes time devoted to tests which are considered to be part of the course.

"Distance education" means an educational process based on the geographical separation of provider and student (i.e., CD-ROM, online learning, correspondence courses, etc.).

"Experience" as used in this chapter includes experience gained in the performance of traditional appraisal assignments, or in the performance of the following: fee and staff appraisals, ad valorem tax appraisal, review appraisal, appraisal analysis, real estate consulting, highest and best use analysis, and feasibility analysis or study.

For the purpose of this chapter, experience has been divided into four major categories: (i) fee and staff appraisal, (ii) ad valorem tax appraisal, (iii) review appraisal, and (iv) real estate consulting.

1. "Fee and staff appraiser experience" means experience acquired as a sole appraiser, as a cosigner, or through disclosure of assistance in the certification in accordance with the Uniform Standards of Professional Appraisal Practice.

Sole appraiser experience is experience obtained by an individual who makes personal inspections of real estate, assembles and analyzes the relevant facts, and by the use of reason and the exercise of judgment forms objective opinions and prepares reports as to the market value or other properly defined value of identified interests in said real estate.

Cosigner appraiser experience is experience obtained by an individual who signs an appraisal report prepared by another, thereby accepting full responsibility for the content and conclusions of the appraisal.

To qualify for fee and staff appraiser experience, an individual must have prepared written appraisal reports after January 30, 1989, that comply with the Uniform Standards of Professional Appraisal Practice in the edition in effect at the time of the reports' preparation, including Standards 1 and 2.

2. "Ad valorem tax appraisal experience" means experience obtained by an individual who assembles and analyzes the relevant facts and who correctly employs those recognized methods and techniques that are necessary to produce and communicate credible appraisals within the context of the real property tax laws. Ad valorem tax appraisal experience may be obtained either through individual property appraisals or through mass appraisals as long as applicants under this category of experience can demonstrate that they are using techniques to value real property similar to those being used by fee and staff appraisers and that they are effectively utilizing the appraisal process.

To qualify for ad valorem tax appraisal experience for individual property appraisals, an individual must have prepared written appraisal reports after January 30, 1989, that comply with the Uniform Standards of Professional Appraisal Practice in the edition in effect at the time of the reports' preparation.

To qualify for ad valorem tax appraisal experience for mass appraisals, an individual must have prepared mass appraisals or have documented mass appraisal reports after January 30, 1989, that comply with the Uniform Standards of Professional Appraisal Practice in the edition in effect at the time of the reports' preparation, including Standard 6.

In addition to the preceding, to qualify for ad valorem tax appraisal experience, the applicant's experience log must be attested to by the applicant's supervisor.

3. "Reviewer experience" means experience obtained by an individual who examines the reports of appraisers to determine whether their conclusions are consistent with the data reported and other generally known information. An individual acting in the capacity of a reviewer does not necessarily make personal inspection of real estate but does review and analyze relevant facts assembled by fee and staff appraisers and by the use of reason and exercise of judgment forms objective conclusions as to the validity of fee and staff appraisers' opinions. Reviewer experience shall not constitute more than 1,000 hours of total experience claimed, and at least 50% of the review experience claimed must be in field review wherein the individual has personally inspected the real property which is the subject of the review.

To qualify for reviewer experience, an individual must have prepared written reports after January 30, 1989, recommending the acceptance, revision, or rejection of the fee and staff appraiser's opinions that comply with the Uniform Standards of Professional Appraisal Practice in the edition in effect at the time of the reports' preparation, including Standard 3.

Signing as "Review Appraiser" on an appraisal report prepared by another will not qualify an individual for experience in the reviewer category. Experience gained in this capacity will be considered under the cosigner subcategory of fee and staff appraiser experience.

4. "Real estate consulting experience" means experience obtained by an individual who assembles and analyzes the relevant facts and by the use of reason and the exercise of judgment forms objective opinions concerning matters other than value estimates relating to real property. Real estate consulting experience includes the following:

- Absorption Study
- Ad Valorem Tax Study
- Annexation Study
- Assemblage Study
- Assessment Study
- Condominium Conversion Study
- Cost-Benefit Study
- Cross Impact Study
- Depreciation/Cost Study
- Distressed Property Study
- Economic Base Analysis
- Economic Impact Study
- Economic Structure Analysis
- Eminent Domain Study
- Feasibility Study
- Highest and Best Use Study
- Impact Zone Study
- Investment Analysis Study
- Investment Strategy Study
- Land Development Study
- Land Suitability Study
- Land Use Study
- Location Analysis Study
- Market Analysis Study
- Market Strategy Study

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Materials contained
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proposed topics for discussion and are not to be construed as regulation or official Board position.

Market Turning Point Analysis
Marketability Study
Portfolio Study
Rehabilitation Study
Remodeling Study
Rental Market Study
Right of Way Study
Site Analysis Study
Utilization Study
Urban Renewal Study
Zoning Study

To qualify for real estate consulting experience, an individual must have prepared written reports after January 30, 1989, that comply with the Uniform Standards of Professional Appraisal Practice in the edition in effect at the time of the reports' preparation, including Standards 4 and 5. Real estate consulting shall not constitute more than 500 hours of experience for any type of appraisal license.

"Inactive license" means a license that has been renewed without meeting the continuing education requirements specified in this chapter. Inactive licenses do not meet the requirements set forth in § [54.1-2011](#) of the Code of Virginia.

"Licensed residential real estate appraiser" means an individual who meets the requirements for licensure for the appraisal of or the review appraisal of any noncomplex, residential real estate or real property of one to four residential units, including federally related transactions, where the transaction value or market value as defined by the Uniform Standards of Professional Appraisal Practice is less than \$1 million, and complex one-to-four residential units having a transaction value less than \$400,000. Licensed residential real estate appraisers may also appraise or provide a review appraisal of noncomplex, nonresidential properties with a transaction value or market value as defined by the Uniform Standards of Professional Appraisal Practice up to \$250,000, whichever is the lesser.

"Licensee" means any individual holding an active license issued by the Real Estate Appraiser Board to act as a certified general real estate appraiser, certified residential real estate appraiser, licensed residential real estate appraiser, or appraiser trainee as defined, respectively, in § [54.1-2009](#) of the Code of Virginia and in this chapter.

"Local, state or federal government agency, board or commission" means an entity established by any local, federal, or state government to protect or promote the health, safety, and welfare of its citizens.

"Proprietary school" means a privately owned school offering appraisal or appraisal related courses approved by the board.

"Provider" means accredited colleges, universities, junior and community colleges; adult distributive or marketing education programs; local, state or federal government agencies, boards or commissions; proprietary schools; or real estate appraisal or real estate related organizations.

"Real estate appraisal activity" means the act or process of valuation of real property or preparing an appraisal report.

"Real estate appraisal" or "real estate related organization" means any appraisal or real estate related organization formulated on a national level, where its membership extends to more than one state or territory of the United States.

"Reciprocity agreement" means a conditional agreement between two or more states that will recognize one another's regulations and laws for equal privileges for mutual benefit.

"Registrant" means any corporation, partnership, association, or other business entity that provides appraisal services and that is registered with the Real Estate Appraiser Board in accordance with § [54.1-2011](#) E of the Code of Virginia.

"Reinstatement" means having a license or registration restored to effectiveness after the expiration date has passed.

"Renewal" means continuing the effectiveness of a license or registration for another period of time.

"Sole proprietor" means any individual, but not a corporation, partnership, or association, who is trading under his own name, or under an assumed or fictitious name pursuant to the provisions of §§ [59.1-69](#) through [59.1-76](#) of the Code of Virginia.

"Substantially equivalent" means any educational course or seminar, experience, or examination taken in this or another jurisdiction that is equivalent in classroom hours, course content and subject, and degree of difficulty, respectively, to those requirements outlined in this chapter and Chapter 20.1 (§ [54.1-2009](#) et seq.) of Title 54.1 of the Code of Virginia for licensure and renewal.

"Supervising appraiser" means any individual holding a license issued by the Real Estate Appraiser Board to act as a certified general real estate appraiser or certified residential real estate appraiser who supervises any unlicensed individual acting as a real estate appraiser or an appraiser trainee as specified in this chapter.

"Transaction value" means the monetary amount of a transaction that may require the services of a certified or licensed appraiser for completion. The transaction value is

not always equal to the market value of the real property interest involved. For loans or other extensions of credit, the transaction value equals the amount of the loan or other extensions of credit. For sales, leases, purchases, and investments in or exchanges of real property, the transaction value is the market value of the real property interest involved. For the pooling of loans or interests in real property for resale or purchase, the transaction value is the amount of the loan or the market value of real property calculated with respect to each such loan or interest in real property.

"Uniform Standards of Professional Appraisal Practice" means the 2020-2021 edition of those standards promulgated by the Appraisal Standards Board of the Appraisal Foundation for use by all appraisers in the preparation of appraisal reports.

"Valuation" means an estimate or opinion of the value of real property.

"Valuation assignment" means an engagement for which an appraiser is employed or retained to give an analysis, opinion, or conclusion that results in an estimate or opinion of the value of an identified parcel of real property as of a specified date.

"Waiver" means the voluntary, intentional relinquishment of a known right.

DRAFT AGENDA
Materials contained in this agenda are proposed topics for discussion and are not to be construed as regulation or official Board position.
DRAFT AGENDA

2021 Appraiser Board Meeting Dates
10:00 A.M.
<i>Board Room 2</i>
Tuesday, February 9
Tuesday, June 1
Tuesday, October 19