

## LANDSCAPE ARCHITECTS SECTION MEETING

### MINUTES

The Landscape Architects Section of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on November 6, 2008, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Vaughn B. Rinner  
William H. Spell

Staff present for all or part of the meeting were:

Mark N. Courtney, Deputy Director of Licensing and Regulation  
Kathleen R. Nosbisch, Executive Director  
Marian H. Brooks, Program Administrator  
Krystle Dawn Hoverstock, Administrative Assistant  
Sharon Sweet, Director of Examinations

No representative was present from the Office of the Attorney General.

Mr. Spell, Chair, called the meeting to order at 9:05 a.m.

**Call to Order**

Ms. Rinner nominated Mr. Spell to be Section Chair for the term of July 1, 2008, to June 30, 2009. Mr. Spell seconded the motion which was unanimously approved by members: Rinner and Spell.

**Election of Officers**

Ms. Rinner moved to approve the agenda. Mr. Spell seconded the motion which was unanimously approved by members Rinner and Spell.

**Approval of Agenda**

**Public Comment Period** – There were no comments made to the Section.

**Public Comment**

The Section members were provided with a letter from Adele P. Schirmer, Professional Engineer, Director of Engineering and GIS, Town of Blacksburg, Virginia, requesting guidance in regards to the acceptance of design and computation performed by Landscape Architects for the purpose of storm water quantity and quality management. The Section members were also provided with DPOR's response to this request dated December 18, 2007, for review. After review and discussion, Ms. Rinner moved that staff respond to Ms. Schirmer informing her that Landscape Architects may design a closed or open storm water system in accordance with subsection A of regulation 18 VAC 10-20-730. Mr. Spell seconded the motion which was unanimously approved by members Rinner and Spell.

**Request for Clarification for the Plan Review Process of Storm Water Computations**

The Section members were provided with a copy of the Letter of Understanding between DPOR and the Council of Landscape Architectural Registration Board (CLARB). Ms. Nobsch noted that CLARB has failed to meet the requirements of items 5 and 7 of the Letter of Understanding. She informed the Section members that CLARB has allowed individuals who have not received approval from the Board to take the exam. Mr. Courtney informed the Section members that pursuant to regulation 18 VAC 10-20-440.E, an applicant must be approved prior to being allowed to sit for the exam. After review and discussion, Mr. Spell recommended that staff continue their communications with CLARB on this issue.

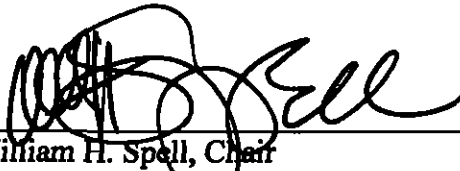
**Review Letter of Understanding from CLARB**

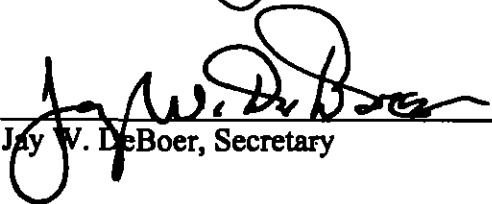
Conflict of Interest forms were completed by all members present.

**Conflict of Interest Forms**

There being no further business, the meeting was adjourned at 9:37 a.m.

**Adjourn**

  
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William H. Spell, Chair

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Vaughn B. Rinner
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting November 6, 2008
5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

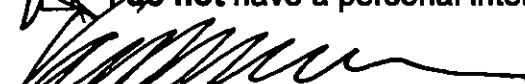
Nature of Personal Interest Affected by Transaction:


\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or
- I did not participate in the transaction.
6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: William H. Spell
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: Section Meeting November 6, 2008

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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I am able to participate in this transaction fairly, objectively, and in the public interest.

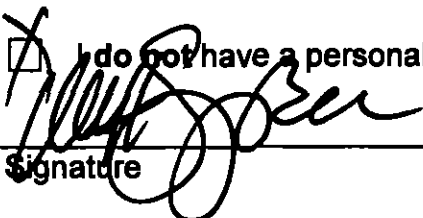
or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature

Date

  
\_\_\_\_\_

  
\_\_\_\_\_