

MINUTES
SC Board of Landscape Architectural Examiners Board Meeting
Conference Call Meeting – February 12, 2020 at 10:00 a.m.
Synergy Business Park, Kingstree Building
110 Centerview Drive, Room 202-13
Columbia, SC

Call to Order

Chairman McLeod called the meeting to order at 10:03 a.m.

Statement of Public Notice

Mr. McLeod stated that public notice of this meeting was properly posted at the S.C. Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building and on the board website and provided to all requesting persons, organizations and news media in compliance with §30-4-80 of the South Carolina Freedom of Information Act.

Introduction of Board Members and Others

Board members participating by conference call included: J. Parks McLeod, PLA, Chairman; Edward Kinney, PLA, Vice-Chairman; and Laura G. Dukes, PLA.

Board members participating in office included: Jean Catalano, Public Member.

Staff members present included: Hardwick Stuart, Esq., Office of Advice Counsel and Sherri Moorer, Program Assistant.

Others present included: Andrew Cheatham, PLA, SC Chapter of the American Society of Landscape Architects; and Sean Cary (Creel Court Reporting).

Excused Absences

MOTION: To excuse Barret Anderson's absence, due to a schedule conflict.
Kinney/Dukes/approved

Board Chairman Remarks

Mr. McLeod thanked the Board members for adjusting their schedule to accommodate a conference call meeting. He thanked the staff for their attendance at the legislative meeting for the continuing education regulations on January 23, 2020.

Approval of Minutes

Mr. McLeod asked for proposed changes to the minutes of the November 20, 2019, meeting.

MOTION: To approve the minutes of the November 20, 2019, meeting. Dukes/Kinney/approved.

Staff Report

1. Mrs. Moorer gave the Administrative Report:
 - The Board has 651 individual landscape architects and 177 firms actively licensed.

- The Board had a cash balance of \$148,866.20, as of January 31, 2020. A cash balance report was provided in the meeting handouts.
- There have been no cases received in the Office of Investigations and Enforcement since January 1, 2020. A report with the historical data for the Board was provided in the meeting handouts.
- There is no Investigative Review Committee Report.
- There are no cases in the Office of Disciplinary Counsel.
- Pam Dunkin and Johnnie Rose are attending the “New Board Member and Executives/Administrators Orientation” in Washington D.C. February 12-14, 2020. This orientation is geared toward new design professional licensing Board members, executives, and administrators, and is provided free of cost.
- Staff met with representatives for CE Broker on December 10 to discuss concerns about the system. The CE Reporting Form was provided to their staff to incorporate into the system for reporting purposes. They are also working on an affidavit to screen for agendas and/or certificates of completion for course work. Mrs. Moorner spoke with CE Broker’s Partner Success Manager on February 6, 2020, to confirm that this work is in progress. This discussion item will be included on the agenda for the next meeting.
- The House Regulations and Administrative Procedures Committee approved the proposed changes to the continuing education regulations on January 23, 2020. The regulations are in a full committee meeting at the same time as this meeting. A representative from the SC Department of Labor, Licensing, and Regulation executive staff is attending the meeting. The 120-day review expiration date for automatic approval is May 13, 2020. The regulations were referred to the Senate Labor, Commerce and Industry Committee. Notifications on subcommittee and committee meetings are available after 3 p.m. on Friday afternoons. Board members will be notified of meetings as soon as possible.
- The CLARB Annual Meeting will be held at The Roosevelt in New York City on September 10-12, 2020. This will be their 50th anniversary. The Board will vote on travel funding and selecting delegates at the next Board meeting.
- The next Board meeting is scheduled for May 6, 2020.
- Mrs. Moorner reminded the Board members to file their Statement of Economic Interest by noon on March 30, 2020. Financial statements showing total reimbursements for 2019 were sent to Board members by email in late January, along with the filing instructions.

Mrs. Dukes and Mr. Kinney said they would like as many Board members as possible to attend future legislative meetings.

Mr. McLeod and Mrs. Catalano requested an agenda item about updating Board Member terms to the May 6, 2020, agenda.

New Business

1. **Continuing Education Exemption Research.** Mrs. Moorner presented the results of the CLARB Region 3 Boards regarding continuing education exemptions based on age and/or years of experience. John Cothran with the Mississippi Board of Landscape Architects did similar research

nationwide in late 2019, and shared his results with Mrs. Moorer. Of the Region 3 Boards, only Alabama and Georgia allow for continuing education exemptions based on age or years of experience. Nationwide, only four states provide similar exemptions.

Mr. Stuart gave an overview of the Appellate Court ruling on continuing education for attorneys. There is an exemption for individuals over the age of 65 and who have 30 years of experience. Mr. McLeod requested information on how many active licensees would be impacted by a proposed age exemption.

Public Comments

1. Mr. Cheatham said the SC Chapter of the American Society of Landscape Architects (SCASLA) has been working with Representative Kirkman Finlay on a resolution with the SC Department of Transportation (SCDOT) that formally accepts design, grading, and drainage plans signed and sealed by a licensed landscape architect for the following items and conditions:
 - Driveway access into the proposed site;
 - Right turn auxiliary lanes into the proposed site that are incidental to the driveway access;
 - The posted speed limit is 45 miles-per-hour or less on the roadway that is being accessed;
 - Drainage statement specifies no changes between pre and post-development discharges; and
 - Encroachment does not require an access waiver.

The resolution is effective immediately, and will be sent to all permit engineers in South Carolina. Mr. Cheatham gave Mrs. Moorer a copy of the resolution to forward to the Board members

2. Mr. Cheatham said SCASLA will hold an Advocacy Day with Senators and Legislators on April 23, 2020. They will honor Representative Finlay for his work with the SCDOT resolution. He will send additional information on the Advocacy Day to Mrs. Moorer so she can forward it to the Board members.

Notice of Next Meeting

Mr. McLeod said the next meeting of the SC Board of Landscape Architectural Examiners will be held on May 6, 2020, at 10 a.m.

There being no further business:

MOTION: To adjourn. Dukes/Kinney/approved.

The meeting adjourned at 10:55 a.m.

Respectfully Submitted,

Sherri Moorer

Sherri Moorer, Program Assistant

ENCROACHMENT PERMIT GUIDANCE

MEMO: EPG 20-01

SUBJECT: Roadway Design Elements Submitted by Registered Landscape Architects that Accompany SCDOT Encroachment Permits

DATE: January 15, 2020

REFERENCES: Access and Roadside Management Standards (ARMS) Chapters 2, 10B, 12A, and Appendices C and E; South Carolina Code of Laws 40-28-20(6)

SUPERCEDES: EPG-02

This memorandum provides guidance regarding South Carolina Department of Transportation (SCDOT) acceptance of roadway design elements that are signed and sealed by Registered Landscape Architects (“RLA’s”) as part of encroachment permit applications.

SCDOT will accept design, grading, and/or drainage plans that are signed and sealed by an RLA for the following items and conditions:

- Driveway access into the proposed site;
- Right turn auxiliary lanes into the proposed site that are incidental to the driveway access;
- The posted speed limit is 45 mph or less on the roadway that is being accessed;
- Drainage statement specifies no changes between pre and post-development discharges; and,
- Encroachment does not require an access waiver.

Immediately

Glen A. Bramlitt
State Encroachment Permit Engineer

Effective Date

GAB

cc: Andy Leaphart, Chief Engineer for Operations
Rob Perry, Director of Traffic Engineering
Randy Young, Chief Engineer for Project Delivery
John Boylston, Director of Preconstruction
Rob Bedenbaugh, Preconstruction Support Engineer
District Engineering Administrators
District Permit Engineers

