



LABOR
LICENSING
REGULATION

SC Board of Landscape Architectural Examiners

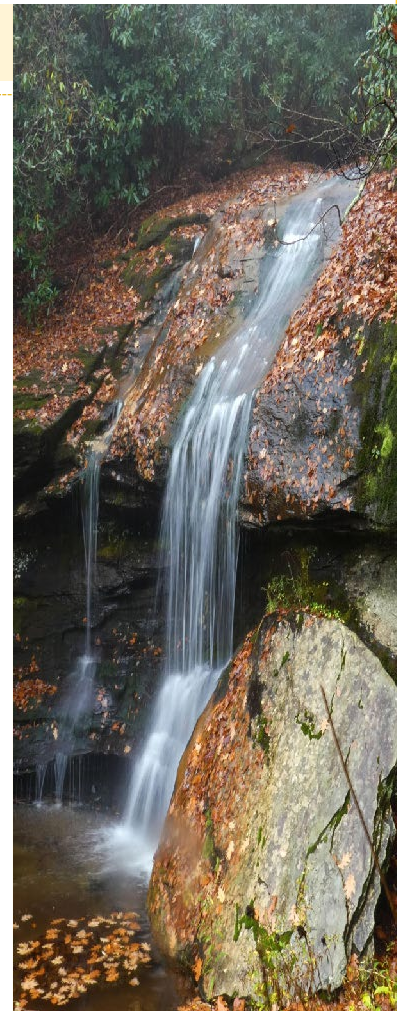
BOARD MEETING DATES

Board meetings are held at Synergy Business Park, Kingstree Building, 110 Centerview Drive, Conference Room 204, Columbia, SC, and begin at 10 a.m. on the following dates:

- November 2, 2022
- February 1, 2023
- May 3, 2023
- August 2, 2023
- November 1, 2023

BOARD MEMBERS

- J. Parks McLeod, PLA, Chairman
- Edward A. Kinney, PLA, Vice-Chairman
- Barret D. Anderson, PLA
- Andrew M. Cheatham, PLA
- Laura G. Dukes, PLA
- Frank E. Barron III, Public Member
- Jean F. Catalano, Public Member



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FRANK E. BARRON III—NEW PUBLIC BOARD MEMBER



Frank E. Barron III was appointed as a public member to the Board of Landscape Architectural Examiners. He is a 1966 graduate of The Citadel and was Richland County Coroner from 1978—2001.

Barron is a recipient of the Order of the Palmetto, and served as President of the SC Coroners' Association seven times. He is a co-founder of SC Citizens for Life and has been a broker for Barron Investment Properties, Inc., since 1971.

Mr. Barron has served on the Substance Abuse Advisory Committee, which created LRADAC, the SC Suicide Prevention Committee, the Governor's Crime Delinquency and Criminal Justice Committee, the Red Cross, created the Southeastern Tissue Service. He also has served as Chairman of the SC Department of Social Services Child Fatality Review Committee, and as President of the SC SIDS Community Council Review.

Barron is the father of four sons, four daughters, and 19 grandchildren. He was instrumental in the proposal of child restraints, seatbelts, and DUI laws, initiated development of the SC Children's Health and Safety Council, advised railroads and highway engineers concerning hazards, and serves in the Jaycees, Sertoma Club, Rotary Club, and St. Vincent de Paul Society.

ANDREW CHEATHAM—NEW PROFESSIONAL BOARD MEMBER



Andrew "Drew" Cheatham was appointed as a professional member of the Board of Landscape Architectural Examiners. He graduated from Clemson University in 2010 with a Bachelor of Landscape Architecture degree. Cheatham was the past recipient of the American Society of Landscape Architecture Merit Award in recognition of outstanding academic achievement.

Cheatham has worked for KBS Landscape Architecture and Planning as a professional landscape architect for the past 10 years. He has been part of more than 500 landscape architecture related projects including park and recreation facilities, commercial

developments, single family residential developments, streetscapes, and urban design. He is the lead designer in the firm where he oversees all projects. He has extensive experience obtaining all site related permitting and entitlements (SCDHEC, SCDOT encroachment, and U.S. Army Corps.)

Cheatham volunteers his time on the City of Columbia Tree and Appearance Commission to improve the urban tree canopy and appearance of major thoroughfares that run through the Capital City. He also serves on the U.S. Green Building Council (SC Chapter), the Columbia East Rotary, and the SC American Society of Landscape Architecture Executive Committee, where he is currently serving as advocacy chair. He was recognized by the American Society of Landscape Architects as the 2018 Rising Star for his efforts in promoting the landscape architecture profession.

JEAN CATALANO ELECTED TO HONORARY MEMBERSHIP TO THE AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS



Jean Catalano, Public Member, was elected to honorary membership in the American Society of Landscape Architects. This is one of the highest honors the organization may confer. She was nominated by fellow members of the Board for her outstanding service to the State of South Carolina and to the profession of landscape architecture.

Catalano has been instrumental in keeping the Board engaged with the profession nationwide. Her recommendation to implement strategic planning led to streamlined licensure processes and regulatory changes that have clarified licensure and continuing education requirements in South Carolina. Her perspective as a public member has enlightened all to the impact that Board decisions have on landscape architects and the general public. She has frequently been acknowledged as a model public Board member by the Council of Landscape Architectural Examiners (CLARB).

Congratulations to Catalano on this honor!

PROPOSED REGULATION CHANGES

The SC Board of Landscape Architectural Examiners is proposing changes to the SC Code of Regulations, Chapter 76. The purpose of these changes is to reduce redundancy, clarify language, and to establish a continuing education age and experience exemption for individuals who are at least 60 years old and have 30 years or more of licensed experience.

The proposed regulation changes published in the [SC State Register](#) on September 23, 2022. Comments on the proposed changes are due to Pam Dunkin, Board Administrator, at (803)896-4580 or at Contact.LSA@llr.sc.gov by close of business on October 24, 2022.

ONLINE APPLICATIONS AVAILABLE

You can submit applications online! Visit the [online application system](#) to start the application process for licensure as a landscape architect. Online applications are fast, easy, and secure. The system also allows you to make payment of the application fee by credit card, and to download additional documentation at the end of the application process.

Please be sure to check [Instructions and Forms](#) so you can download and prepare the necessary documentation prior to completing the online application process.

CONTINUING EDUCATION UPDATES

Please note that the updated regulations for continuing education went into effect on June 26, 2020, and now apply to all license renewals. There are two changes to clarify the requirements:

The first change is the establishment of two categories of continuing education:

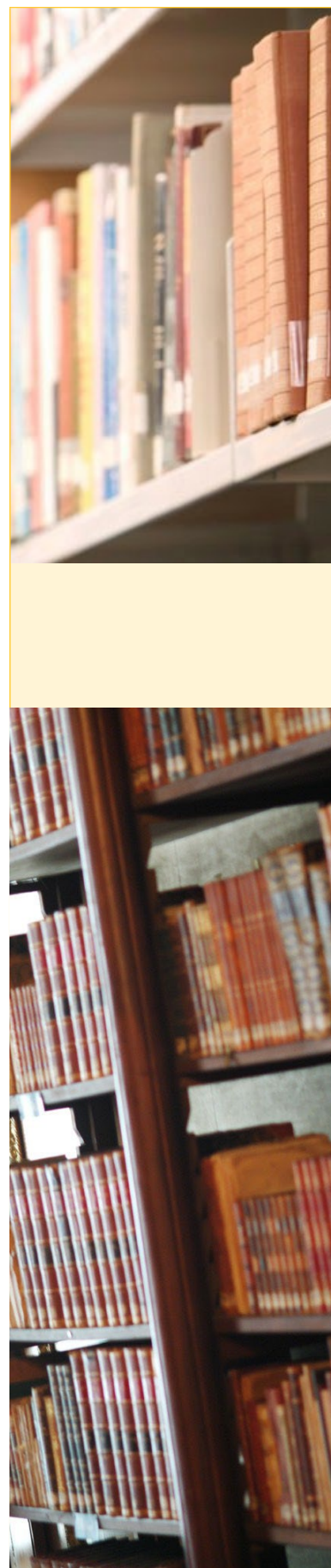
Category 1 – A minimum of fifteen (15) hours of the required twenty (20) hours must be earned by completing educational activities that directly address health, safety, and welfare. The Health/Safety/Welfare (HSW) educational topic should address the performance of landscape architecture as defined in S.C. Code Section 40-28-20(6). This includes structured educational activities such as technical presentations, workshops, or seminars on landscape architectural subjects which are provided by independent sponsors or held in conjunction with colleges, universities, conventions, or seminars. Activities sponsored or approved by ASLA, CLARB, and LACES will remain automatically approved in this category.

Category 2 – A maximum of five (5) hours of the required twenty (20) hours may be completed in practice-related topics that enhance and expand the skills, knowledge, and abilities of practicing landscape architects to remain current and render competent professional service to clients and the public. This includes activities such as public service, authoring papers, articles, or books, individuated seminars, tutorials, or video courses, or teaching landscape architectural courses or seminars. Licensees are not required to obtain continuing education in this category, however, note that there is a limit that a maximum of five (5) of the twenty (20) hours can be applied from this category.

The second change is that the period of time to make up disallowed hours has changed from one hundred eighty (180) days to forty-five (45) days.

The other requirements remain the same, with only minor changes to clarify verbiage in the regulations. The continuing education requirements are in the [SC Code of Regulations, Chapter 76-6](#).

Questions regarding continuing education can be addressed to the Board staff at (803)896-4580 or at Contact.LSA@llr.sc.gov.



2023—2025 LICENSE RENEWALS

License renewals for the biennial period of February 1, 2023—January 31, 2025, will open in November 2022. Please note the following important information regarding your license renewal:

- **You will receive validation emails from the Board prior to license renewals opening.** Please validate your email address so that you will be assured of receiving notices and important information in a timely manner. Please contact the Board office at Contact.LSA@llr.sc.gov if you have had a change of email or change of address.
- **License renewal notices will be sent by email during the last week of October 2022.** The notices will be sent by U.S. Mail if you do not validate your email address with the Board.
- **License renewals will open on November 1, 2022.**
- **Renewal of licenses and Certificates of Authorization will keep the license(s) valid through January 31, 2025.**
- **Passwords must be reset in order to renew online.** You will need to have a current email address and the UserID associated with the license in order to reset the password and renew online. The password can be reset by logging into the online renewal system and clicking “I Forgot My Password.” Please contact the Board office if you need to update the email address associated with your license.
- **The Board cannot waive late penalty fees for any reason.** Be sure to renew by the January 31, 2023, deadline in order to avoid the \$20 late penalty fee. Renewals done after this date online or postmarked February 1, 2023, or later, will be subject to the late penalty fee.
- **Individuals renewing their licenses must certify that they will have the 20 hours of continuing education by January 31, 2023.** Hours reported for this renewal must be obtained February 1, 2021 – January 31, 2023. The Board will allow a maximum of ten (10) hours to be carried over for the period of February 1, 2019 – January 31, 2021, that were not used for the 2021 license renewal. Please do not send continuing education documentation with the license renewal. Additional information on the continuing education requirement are available at <http://www.llr.sc.gov/land/ce.aspx>
- **Individuals applying for a hardship exemption from the continuing education requirement must submit a written request and pertinent documentation to the Board office no later than January 1, 2023.**
- **The license renewal system will close at 11:59 p.m. on March 31, 2023.** Licenses and Certificates of Authorization that are not renewed by this time will lapse due to failure to renew.

Please contact Board staff at (803)896-4580 or at Contact.LSA@llr.sc.gov if you have questions regarding license renewals.

LICENSURE
STATISTICS AS OF
OCTOBER 20,
2022:

INDIVIDUAL
LANDSCAPE
ARCHITECTS: 746

CERTIFICATES OF
AUTHORIZATION:
224

ONLINE SERVICES

LLR offers many online services, including application status updates, change of address, and printing pocket cards. You will need the user identification and password for your online renewal to access these services, which are available at <https://llr.sc.gov/> under “Licensing + Services.”

WE WANT TO HEAR FROM YOU

We hope the information in this newsletter is beneficial to you, and welcome you to share this newsletter and the Board Website with anybody who has an interest in landscape architecture in South Carolina. If you have information for a future newsletter, please submit it to Contact.LSA@llr.sc.gov.



EMERITUS STATUS

Individuals who are completely retired from practice, are 65 years old or older, and who have been licensed for 15 or more consecutive years, qualify for an Emeritus Status license. This is a “title only” license that allows individuals to maintain the title of an “Emeritus Landscape Architect” without having to pay the biennial license renewal fees, or meeting the continuing education requirement. Applications for Emeritus Status are available on the [Board website](#).

Individuals in Emeritus Status can return their licenses to active status at any time by completing the Reinstatement Application and submitting it to the Board office (the two-year limit on reinstatement does not apply to individuals returning to practice from Emeritus Status).

REINSTATEMENT OF LAPSED LICENSES

Law changes that took effect on July 1, 2010, only allow a lapsed license to be reinstated during a period of two years after the license lapses. This means you’ll have to reapply for licensure if your license lapsed before January 31, 2021. If you qualify for reinstatement, you will need to submit the reinstatement application, the \$250 reinstatement fee, and documentation of 20 hours of continuing education activities earned since February 1, 2021, to the Board office. The reinstatement application is available on the [Board website](#).

Please contact the Board if it has been more than two years since your license lapsed. A staff member will review your file to determine the necessary paperwork for you to reapply for licensure with the Board.

Certificates of Authorization cannot be reinstated. Firms with a lapsed Certificate of Authorization must bring their filings with the SC Secretary of State’s office into good standing, and reapply with the Board before resuming practice in the State. Firms can check their filings with the [SC Secretary of State](#). The application for a Certificate of Authorization is available on the [Board website](#).



OFFICE HOURS AND STATE HOLIDAYS

The Board office is open 8:30 a.m. – 5 p.m., Monday – Friday; except on the following State Holidays:

- November 11, 2022 – Veteran’s Day
- November 24-25, 2022 – Thanksgiving Day
- December 23-27, 2022 – Christmas Day
- January 2, 2023— New Year’s Day
- January 16, 2023— Martin Luther King, Jr. Day
- February 20, 2023— Presidents Day
- May 10, 2023— Confederate Memorial Day
- May 29, 2023— National Memorial Day
- July 4, 2023— Independence Day
- September 4, 2023— Labor Day
- November 10, 2023—Veterans Day
- November 23-24, 2023 - Thanksgiving Day
- December 22-26, 2023—Christmas Day

CE BROKER

CE Broker is a tracking tool used by various States and Boards through- out the nation. Licensees are encouraged to set up their free account through CE Broker.

To establish an account, follow these steps:

- Go to <https://cebroker.com/>
- Click “Sign In.”
- Click “Sign Up” (beside the text that reads “Not a member yet?”)
- Click your choice of plan. You are only required to have a free basic plan for audits with our Board.

Once the account is set up, licensees can enter their continuing education documentation as they receive it from attended events.

Questions regarding accounts and submittals can be directed to CE Broker at 1-877-434-6323.

LANDSCAPE ARCHITECT REGISTRATION EXAMINATION (LARE)

The CLARB – Landscape Architect Registration Examination (LARE) is offered three (3) times a year, over a two-week period in April, August, and December. The SC Board of Landscape Architectural Examiners no longer pre-approves candidates for the exam.

Please note that the LARE will transition to a new blueprint for the December 2023 administration. For information on the transition or to register for the exam, go to www.clarb.org and click “Take the Exam.”

Questions regarding the LARE can be directed to CLARB at (571)432-0332.

CONTACT INFORMATION

Physical Address:

Kingstree Building
110 Centerview Drive
Columbia, SC 29210

Mailing Address:

P.O. Box 11419
Columbia, SC 29211-1419

Phone: (803)896-4580

Email:
Contact.LSA@llr.sc.gov

Web:
www.llr.sc.gov/land

Twitter:
<https://twitter.com/scdllr>

Facebook:
<https://www.facebook.com/SouthCarolinaLLR>

Board Staff

- Pam Dunkin,
Administrator
- Joseph Epting,
Advice Counsel
- Johnnie Rose,
Program Coordinator
- Sherri Moorer,
Program Assistant

INTERESTED IN SERVING ON THE BOARD?

The Governor appoints five licensed landscape architects and two members of the general public to the board.

Professional members must be licensed landscape architects who have been actively engaged in the practice of landscape architecture for a period of at least five years and who have been in responsible charge for three years.

Public members may not be engaged in the practice of landscape architecture, have no financial interest in the profession of landscape architecture, and have no immediate family members in the profession of landscape architecture.

Interested individuals should send a cover letter (addressed to Governor McMaster) and resume to Boards@governor.sc.gov

Submittal Information:

**The Honorable Governor
Henry McMaster
1205 Pendleton Street
Columbia, SC 29201**

FILING COMPLAINTS

Licenses perform a valuable work for the public as licensed landscape architects in the State of South Carolina. The majority of licensed professionals are competent, skilled practitioners, and you are a witness to their good work. You may also witness work or processes that don't meet the requirements licenses must uphold, or find work performed by unlicensed individuals.

Licenses play an important role in safeguarding the public, and the Board relies on you to advise us when you encounter unprofessional, unethical, or unlicensed activities. Licenses have an ethical obligation under the SC Code of Regulations, Chapter 76-9(8) which states that "if the landscape architect has knowledge or reason to believe that another person or firm may be in violation of any of these provisions, he/she shall present such information to the Department in writing, and shall cooperate with the Department in furnishing such further information or assistance as may be required. Furthermore, the SC Code of Laws, Section 40-28-190 ensures that "an investigation and proceeding conducted under this chapter is confidential and all communications are privileged."

The Board encourages you to file a complaint if you witness a possible violation. The Board can accept anonymous complaints and pursue them if you do not wish to be the formal complainant, and the related information or documentation is publicly available. The public relies on you to file a complaint if you suspect violations of Board statutes or regulations. It is not taken lightly, and will be investigated in a timely manner. Complaints must be filed through the online complaint form at <https://llr.sc.gov/fileacomplaint.aspx>