



South Carolina
BOARD OF
ARCHITECTURAL EXAMINERS

Volume Eighteen, Number One

May 2004

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BOARD OFFICE HOURS

8:30 a.m. – 5 p.m. Monday – Friday

Voice mail is activated after 5 p.m.
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South Carolina Department of Labor,
Licensing and Regulation

From the Administrator's Desk

Change is on the horizon...



Change can be scary, or it can be exhilarating. If you look for the positive affects of change, life is a bit easier. Like it or not, we live with change on a daily basis, and at the Board office, we are experiencing changes that affect you as well. We trust they are beneficial changes.

To what specific changes am I referring? Elsewhere in this newsletter, you will find instructions for renewing your South Carolina license online. We join many other states already renewing online; with the June 2004 renewal, we will be able to accept credit card payments and electronic submittal of your renewal form. If you

prefer to send the paper form and a check, that is acceptable as well. The online renewals are made possible by transitioning to a completely new database. This change is one that we hope will make your life easier and accomplish the goal of renewing your license as quickly and efficiently as possible.

What other changes are occurring? A bill in the South Carolina legislature to allow electronic transmission of documents and electronic signatures will eventually bring about change in the laws pertaining to signing and sealing plans in South Carolina. We hope you will work with us when we begin the process of rewriting the law and regulations.

Change is coming in the way we communicate with you. We ask for your e-mail address on the renewal form this year. We hope to create a group distribution list for “alerts” of information that will impact you as a licensee in South Carolina. We will NOT use it to communicate on a regular basis, and we will NOT flood your e-mail box with trivia or inconsequential information. Our newsletter will continue to be mailed to all licensees—at least for the foreseeable future—so you will not miss something important if you are not on the group e-mail.

As budgets shrink, we look for ways to work more efficiently without raising fees and without eliminating or reducing service to you. We look to technology, as you do, to assist us in *expanding* service, increasing efficiencies, and reducing costs.

Change is inevitably part of the Architect Registration Examination (ARE) and its administration and procedures, as well as the Intern Development Program (IDP). Change is in the air for reciprocity so that obtaining a license in another state may be accomplished more quickly and more easily. As these programs evolve, we participate in the national debate about how they should—and should not—change. We attend regional and national meetings to ensure that we have a voice when standards and policies are set, we monitor trends, and we participate on national committees where many of the changes originate.

Change, as a natural part of business and life, can be a process for improving, for creating ways to work more efficiently. As we move toward increasing technology, we hope you will talk with us about the changes we have implemented (e.g., online renewals) and changes you would like to see in the future.

Actually, there is one thing that has *not* changed: we always appreciate receiving your comments.

Interns' Corner

The number of exam divisions taken in February 2004 was the highest since implementation of the computer-administered ARE in January 1997. Since NCARB began assessing a \$35 rescheduling fee for the ARE, rescheduling rates have fallen from 72% to 17%.



Please remember that South Carolina requires exam candidates to have been enrolled in the Intern Development Program (IDP) one year prior to applying to the Board to take the exam.

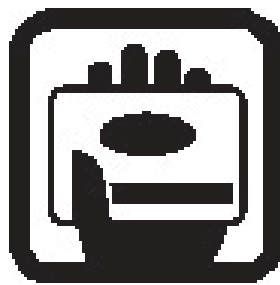
South Carolina has a "rolling window" that affects credit retention for the Architect Registration Examination. Credit for each division passed is retained for four years after which you must take the division(s) again. The rolling window "clock" begins with passage of the first division. For example, if you take and pass Construction Documents (as your first division) in May 2004, you have until May 2008 to complete the entire ARE. If you have not passed the exam by May 2008, you will lose credit for Construction Documents, and you will have to retake that division. You are always eligible to take the examination.

Newly Registered Architects

Congratulations to the following individuals who recently passed the Architect Registration Examination:

- James Atkins, Bluffton
- Julie Barilla, Columbia
- Dennis Coppola, Murrells Inlet
- Kevin Davis, Moore
- Brian Fessler, West Columbia
- Karen Godsey, Columbia
- Gretchen Lambert, Columbia
- Daniel R. Sweeney, Columbia
- Michael A. Vaccaro, Hilton Head
- John D. Tucker, Charleston
- Patrick Iannelli, Greenville

Changes In The Renewal Process



There are changes in the renewal process this year. For the first time, we are able to offer you the convenience of renewing your license online with a credit card.

Your South Carolina individual license will expire on **June 30, 2004**. We will mail you a renewal notice in early May 2004. The renewal notice will include your user ID and individual password as well as instructions for renewing online. **YOU MAY EITHER COMPLETE THE FORM AND MAIL IT BACK TO US OR YOU MAY RENEW ONLINE.** The processing fee for online renewals is \$1.25.

If you do not receive your renewal notice by June 1, contact us.

Whether you renew online or by completing the form, there are questions you must answer. Please read them carefully and answer them truthfully. **You are solely responsible for your answers to these questions.** Even if someone else completes the form for you — on paper or electronically — you are solely responsible for the information provided.

To renew your license from July 1, 2004, until June 30, 2005, you must have completed 12 hours of continuing education. Of the 12 hours, at least eight hours must be in technical and professional architectural subjects related to safeguarding life, health, property, and promoting the public welfare. A maximum of four continuing education hours may consist of elective topics related to any other area in the practice of architecture. Of course, all 12 hours may be in health/safety/welfare topics. For more information on continuing education, see the article in this newsletter.

Results of Continuing Education Compliance Audit 2003



Beginning June 30, 2003, architects were required to obtain 12 hours of continuing education for license renewal. Approximately 140 architects were randomly chosen for an audit of compliance.

More than 134 architects submitted proof of acceptable CE activities as required. However, six architects who were audited were unable to provide documentation. (See Disciplinary Actions) These architects either had not completed the activities as they claimed or did not provide documentation.

Four architects submitted hours for continuing education activities that did not meet requirements as outlined in Regulation 11-8.1 and were disallowed by the Board. These registrants have 180 calendar days to earn other continuing education credit to fulfill minimum requirements.

The Board cautions every architect that CE activities must be completed when the renewal is submitted, not simply by June 30. In other words, do not submit the renewal form affirming that you have completed 12 hours if you have not already completed them. *Planning* to attend an activity prior to June 30 is unacceptable.

NCARB - Architect Registration Examination

Score Results Summary
January 1, 2003–December 31, 2003

DIVISION	Number In SC	SC % Pass	Region % Pass	All Boards % Pass
PreDesign	19	90	77	77
Site Planning	19	70	70	70
Building Planning	19	66	69	68
Building Technology	20	77	67	65
General Structures	16	76	66	73
Lateral Forces	19	86	88	92
Mech & Elec. Systems	24	80	68	74
Materials & Methods	26	100	86	86
Construction Docs/Svcs	27	93	85	85

Free Services: A Follow-up

Following publication in the October 2003 Newsletter of a Public Order regarding architects offering free services, we received several letters asking for clarification of specific circumstances. The Board reviewed each of these inquiries at the November 2003 Board meeting, and we publish the substance of the inquiry and the Board's response here as information pertinent to all South Carolina licensed architects.

- Can an architect prepare sketches as part of a presentation to depict his concept of a proposed project? **The architect may prepare only conceptual designs, not schematic designs.**
- Is it proper to offer initial programming, feasibility studies, conceptual designs, etc., to aid a municipality in budgeting and funding proposed projects with the fee deferred pending approval of funding such as a public vote on bonds? **If there is a procurement procedure to select an architect and all parties know fees will be deferred, that would not be perceived as free services. If there is no procurement procedure and one architect offers to perform a service at no charge to the client, then it**

would be deemed an offer of free services and could be a violation of the Regulations regarding free services.

- Does the law prohibit free services to governmental entities and officials, or does it prohibit performing free services for a client? **The law prohibits both.**
- What if I do work for Habitat for Humanity for free or I am approached by a local garden club to help them with a project by donating my time? Would I be in opposition to the Order? **If the work is not being done to gain influence for future projects, it is allowed.**
- If a contractor requests that the architect prepare a preliminary site plan and preliminary building design for pricing and/or for a proposal offer to a prospective client, would that constitute a free service? **If the Request for Proposal (RFP) includes a request for sketches and all architects are aware of the request, responding to the request would not be an offer of free services.**



Resource For Architects Licensed In South Carolina



As many of you know, the Board of Architecture continues to provide Clemson University's Gunnin Architecture Library with monetary support for the purchase of library materials. By agreement with the Library, any architect licensed in South Carolina may access its holdings. You may search the library catalog from on- or off-campus at www.lib.clemson.edu to locate books available at Clemson. To use

databases such as the Avery Index, it is necessary to search on-campus because of database licensing issues. However, there are two librarians available in Gunnin who will be happy to search

databases on issues of interest, provide citations, and mail, send by fax, or e-mail complete articles **free of charge**. They will mail books to licensed architects who reside in South Carolina. If you live outside South Carolina and find books of interest in the catalog, you may request them through Interlibrary Loan at your local public library.

We hope you will take advantage of these free library services available to you. For information or assistance, please contact Sarah McCleskey, Branch Head at smccles@clemson.edu or (864) 650-0246, or Sarah Legins, Visual Resources/Reference Librarian, at slegins@clemson.edu or (864) 650-2609.

Emeritus Architects

In September 2002, the Board was granted authority to license individual architects as Emeritus Architects. More than 80 individuals took advantage of the opportunity to change to Emeritus status.

What are the qualifications? You must be at least 65 years old, you must have been licensed as an architect for 10 consecutive years in any jurisdiction, and you must be retired from active practice. "Retired from active practice" means "not engaging or offering to engage in the practice of architecture" as defined in Section 40-3-20 of the Architectural Registration Laws.

As an Emeritus Architect, you cannot consult, you cannot serve as expert witness, you cannot advise clients, design, or perform any work that could be defined as architecture.

If you are interested in becoming an Emeritus Architect, you may make that change on the renewal form or you may contact us.

If you know someone who qualifies, but who is not currently licensed (and therefore will not receive this newsletter), please alert him or her. When you become an Emeritus Architect, you will retain the same South Carolina license number, you will receive all publications and notices, and you may use the title "Emeritus Architect."

There is a place on the renewal form to check if you want to change from active status to Emeritus status. The annual fee for in-state Emeritus architects is \$30; for out-of-state Emeritus Architects, the fee is \$40. You are NOT required to obtain continuing education to change to Emeritus status or to retain your Emeritus status.

We will send you a letter acknowledging your status, but we will not send you a "license."

Disciplinary Actions

The following individuals agreed to Consent Orders with the Board for providing false information on their individual renewal form by claiming they had completed 12 hours of continuing education: **Rebecca Blanton, Pendleton, S.C.**; **Mark Finlay, Fairfield, CT**; **Robert Gregg, Clearwater, FL**; and **David Nichols, Columbia, S.C.** Each Consent Order provided for a Public Reprimand, payment of a \$500 fine within 30 days, and proof of completion of the required 12 hours of continuing education within 60 days of the completion of the Order. None of these continuing education hours may be used for renewal in June 2004.

The Board suspended the license of **Joe W. Hiller, registered architect, Greenville, S.C.**, for a period of 90 days. Mr. Hiller affixed his seal and signature to the design documents for three projects: a Lowe's in Easley, S.C., a Food Lion in Florence, S.C., and a Coops Fitness Equipment Store in Greenville, S.C. Mr. Hiller's seal and signature were on all aspects of the design package including the mechanical, structural, electrical and structural drawings. These systems designs were comprehensive, constituted engineering and were not incidental or necessary to the practice of architecture. In addition to the suspension, Hiller was fined \$10,000 and charged administrative costs of \$2,730.02. Hiller's license remains under suspension.

The Board suspended the license of **Joe W. Hiller, Jr., registered architect, Greenville, S.C.**, for a period of 90 days. Hiller affixed his seal and signature to the design documents for two projects: Bayne Machine Company in Greenville, S.C. and a Dougherty Equipment Company in Greenville, S.C. Hiller's seal and signature were on all aspects of the design package including the mechanical, structural, electrical and structural drawings. These systems designs were comprehensive, constituted engineering and were not incidental or necessary to the practice of architecture. In addition to the suspension, Hiller was fined \$10,000 and charged administrative costs of \$2,730.02.

The Board suspended the license of **Harold E. Langbehn, Jr., registered architect, Pendleton, S.C.**, for a period of six months. Langbehn did not act with reasonable care and competence in the design of New Hope Christian Fellowship Church. The design documents were incomplete and contained inaccuracies that could have resulted in code violations. In addition to the suspension, Langbehn was fined \$750 and charged administrative costs of \$2,183. Langbehn must also complete 24 hours of code-related continuing education. Langbehn's license remains under suspension.

The Board publicly reprimanded **D. Max McLeod, registered architect, Matthews, N.C.** McLeod failed to act with reasonable care and competence in connection with work done for Ocean Drive Presbyterian Church in North Myrtle Beach, S.C. McLeod was fined \$1,000 and charged administrative costs of \$5,237.66. McLeod must also complete an NCARB monograph on building codes, as well as successfully pass the South Carolina Architectural Registration Law Examination.

The Board agreed to a Consent Order with **McMillan Smith and Partners Architects PLLC, a registered architectural firm, Spartanburg, S.C.** The firm was not accurate in representing the scope of responsibility in connection with work done by one of its employees while at another firm in a qualifications packet submitted to Institutional Resources in Greenville, S.C. The firm did not accurately represent that an individual, while licensed to practice architecture in Texas, was not licensed to practice architecture in South Carolina and used "Project Architect" in the qualifications packet to describe the individual. McMillan Smith and Partners was given a Public Reprimand and was fined \$4,500.

The Board agreed to a Consent Order with **Keith D. Price, registered architect, College Park, GA.** Price and his firm, **KTP Architecture**, submitted design documents for Cici's Pizza in Florence, S.C. At the time the documents were submitted, KTP Architecture was not licensed to practice architecture in South Carolina. Price was given a Public Reprimand and fined \$1,500.

The Board agreed to a Consent Order with **Peter G. Stampfl, registered architect, King of Prussia, PA.** Stampfl and his firm, **Stampfl Associates, LLC**, submitted design documents for EB Games in Florence, S.C. At the time the documents were submitted, Stampfl Associates was not licensed to practice architecture in South Carolina. Stampfl was given a Public Reprimand and fined \$1,000.

The Board placed **Michael A. Thomas, registered architect, Greenville, S.C.**, on probation for a period of six months. Thomas had his license revoked by another professional licensing board. Thomas deliberately made a false statement on his license renewal application, and he failed to fully cooperate upon request in a matter pertaining to an investigation by the Board. In addition to being placed on probation, Thomas was fined \$4,000, charged \$1,775.16 in administrative costs, and was required to complete an NCARB monograph on ethics.

The Board publicly reprimanded **Gerald Wallace Venable, registered architect, Marietta, GA.** Venable affixed his seal and signed plans for a home on Jenkins Island, S.C. Venable signed and sealed plans that were

drawn by another person when he did not have direct personal knowledge or supervisory control over those plans. Venable failed to provide project or work files to the Board during the course of its investigation. In addition to the Public Reprimand, Venable was fined \$2,500, including administrative costs, and he must complete two eight-hour ethics courses.

The Board issued an Order to Cease and Desist to **Leon Bible, an unregistered individual, Laurens, S.C.** Bible engaged in the unlicensed practice of architecture by submitting design documents to the Laurens Planning and Zoning Commission.

The Board issued an Order to Cease and Desist to **Joseph B. Bond, an unregistered individual, Spartanburg, S.C.** Bond engaged in the unlicensed practice of architecture by representing himself as an architect in a Statement of Qualifications given to Institutional Resources in Greenville, S.C.

The Board issued an Order to Cease and Desist to **Ed Bowers, an unregistered individual, Rock Hill, S.C.** Bowers engaged in the unlicensed practice of architecture by submitting design documents to the York County Planning and Development Department.

The Board issued an Order to Cease and Desist to **Shawn Fisher, an unregistered individual, Crossville, TN.** Fisher engaged in the unlicensed practice of architecture by representing himself as an architectural designer on a set of residential design documents for a residence.

The Board issued an Order to Cease and Desist to **Tom Lee, an unregistered individual, Florence, S.C.** Lee engaged in the unlicensed practice of architecture by submitting design documents to the Florence County Planning and Building Inspection Department.

The Board issued an Order to Cease and Desist to **Jack Thacker, an unregistered individual, Greenville, S.C.** Thacker engaged in the unlicensed practice of architecture by placing a listing for his firm in the Yellow Pages of the Greenville Telephone Directory.

The Board issued 13 **Letters of Caution** for various infractions including violations that occurred in other jurisdictions, registration violations, competency issues, and conflict of interest.

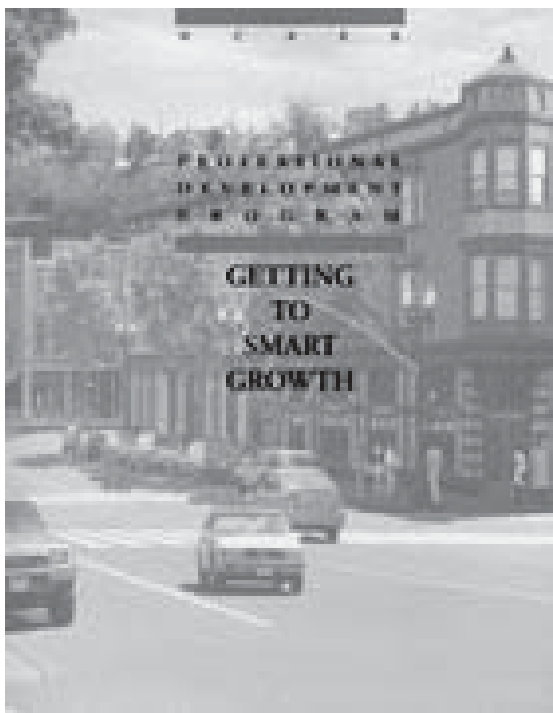
In the past, all public disciplinary actions ordered by the Board have been published in this newsletter and were provided to the National Council of Architectural Registration Boards for inclusion in their disciplinary database. At its regular meeting on March 10, 2004, the Board ordered that following the publication of this newsletter, all public disciplinary actions be made available to *The State* newspaper in Columbia, S.C., as well as to the local newspaper where the violations occurred.

Inactive Firms In-State and Out-of-State

Certificates of Authorization to practice architecture in South Carolina expired on December 31, 2003, for the firms listed below. In some instances, a successor firm replaced the firm listed below; in other instances, the firm ceased to provide architectural services in South Carolina. If you would like to verify that a firm or individual has a current license, please access "Licensee Lookup" on the Board's website: www.llr.state.sc.us/pol/architects

03029 - Allen Design Inc
B95022 - AMR Architects Inc
B74014 - Arcadis G & M Inc
01037 - Architecture Inc
C96016 - Bateman Architects
99026 - Borden McKean and Payne Architects
99058 - Browning Architects a Member Of The Moake Park Group
D88008 - Catalyst Architects
02008 - Chambers Architectural Associates Inc
B94025 - Charles King Architects & Associates Inc
D97001 - Christopher Rose Architects
99131 - Collman & Karsky Architects PA
C93005 - Cowart Group PC
97044 - Designworx Ltd
97053 - Dorsky Hodgson + Partners Inc
02069 - Edwards Associates
00143 - EH Design LLC
98010 - Engelbrecht & Griffin Architects PC
01035 - Everton Oglesby Askew Architects
B88017 - Flad & Associates of Florida Inc
C94002 - FRE Architects PA
98058 - Frederick Bentz/Milo Thompson/Robert Rietow Inc
01070 - Gerdes Henrichson Ltd LLP

B88027 - Gus Roberts & Associates Inc
99012 - Hansen Architects PC
C74007 - Helpert Architects PC
99123 - JHM Architects Inc
99035 - Johnson Architecture Inc
03055 - Mark A Koll Architect Inc
B77015 - Marshall Clarke Architects Inc
C95021 - McClure Nicholson Montgomery & Severs Architects
02020 - Millennium 3 Design Group PLLC
99041 - Moma Architecture Inc
A96006 - MS Architecture
03001 - MSH Architects LLC
02032 - Odyssey Builders LLC
99046 - Paul G Andrews & Associates
B87013 - Pellham-Phillips-Hagerman Archts & Engrs Inc
D75006 - Peteet Company
99050 - Ponikvar & Associates Inc
B96013 - Powers & Merritt Inc
B87035 - Presnell Associates Inc
99083 - R W Chambers Architect LLC
B74048 - RTKL Associates Inc
B87003 - Sandeford and Webb Architects Inc
B88004 - Setter Leach & Lindstrom Inc
B88003 - Steven Goggans & Associates Inc
98020 - Studio 3 Architects LLC
97097 - The Architecture Group
02007 - The Environments Group Architects LLC
00115 - The Haizlip Firm
00106 - TRO/The Ritchie Organization Inc
B86002 - W Powers McElveen & Associates Inc
00054 - Wolff-Lyon Architects Inc



NCARB'S MONOGRAPH SERIES

Need continuing education hours for renewal of your license? If so, the NCARB monographs offer an easy and convenient way to obtain health/safety/welfare hours in the comfort of your home or office. Order the monograph online or by faxing in a form. Read the monograph—written by experts in the field—take a test, again either online or on paper. Once you successfully complete the test, you will receive a certificate as verification of completion. It couldn't be easier!

Monographs available for purchase are:

- Getting to Smart Growth (6 PDUs)
- Design Within a Community Context (8 PDUs)
- Cracking the Codes (8 PDUs per quiz; there are 2 quizzes)
- Energy-Conscious Architecture (10 PDUs)
- Fire Safety in Buildings (10 PDUs)
- Improving Building Performance (10 PDUs)
- Indoor Environment (10 PDUs)
- Low-Slope Roofing I (10 PDUs)
- Professional Conduct (10 PDUs)
- Seismic Mitigation (10 PDUs)
- Subsurface Conditions (10 PDUs)
- Sustainable Design (10 PDUs)
- Why Buildings Fail (10 PDUs)
- Low-Slope Roofing II (14 PDUs)
- Wind Forces (14 PDUs)

All monographs are accepted as continuing education credit by this Board. You may order monographs online at www.ncarb.org. Click on Publications, then on monographs.



S.C. Department of Labor, Licensing and Regulation
Board of Architectural Examiners
 Post Office Box 11419
 Columbia, SC 29211-1419

Reminders

Board Of Architecture Meeting Dates

Wednesday, May 12, 2004
 Thursday, September 16, 2004
 Tuesday, November 16, 2004

The Board office will be closed for the following state holidays:

Monday, May 10, 2004
 Monday, May 31, 2004
 Monday, July 5, 2004
 Monday, September 6, 2004
 Thursday, November 11, 2004
 Thursday, November 25, 2004
 Friday, November 26, 2004
 Friday, December 24, 2004
 Monday, December 27, 2004

Moving? Be Sure To Notify The Board

A change of address form can be downloaded from the web at www.llr.state.sc.us/POL/Architects/. These changes can be mailed, sent by fax or e-mailed to the Board office. Be sure to type or neatly print changes so that they may be entered into the database correctly. The Board cannot accept address changes over the telephone. Please forward address changes to the attention of

Licensing Coordinator Alice Richardson, or e-mail changes to Richardsona@llr.sc.gov

Architects And Architectural Firms Listed On Web Site!

Architects and architectural firms currently licensed in South Carolina are listed on the Licensee Lookup Web site at www.llr.state.sc.us/POL/Architects/. You can use this lookup to make sure your licenses are up-to-date. This site is updated daily. If you believe a firm or individual was recently licensed, but you are unable to locate them on this site, e-mail us at Richardsona@llr.sc.gov or call us at (803) 896-4408.

Applications Now Online!

You can now download Board applications and instructions on the web. These forms can be accessed at www.llr.state.sc.us/POL/Architects/. Click on "Forms/Publications" then click on "Forms and Applications." If you have any questions regarding these forms, contact Licensing Coordinator Alice Richardson.

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