

# Delaware Board of Landscape Architecture

## Online Services

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## Message from the Board

The Delaware Board of Landscape Architecture welcomes 2013 and hopes that our past, current, and upcoming licensees had a Happy New Year. This year is shaping up to be a great one, and we are anticipating it to be a busy year for Landscape Architects, in both the private and public sectors.

This year, the Pennsylvania and Delaware Chapter of the ASLA will hold their annual meeting in Rehoboth Beach from April 18-20, 2013. *Waves of Change: Preparing for the Future* is the theme. Attendees will be able to use their CEUs from the meeting toward the required continuing education credits for their 2015 license renewal.

The Board believes that 2013 will be an exciting and productive year. Landscape Architects play an important role in our communities and in our State and, with your help, we can spread this message. As sustainability, low-impact designs, and smart land planning become ever more vital in our world and our State, Delaware Landscape Architects can lead the way in providing solutions to these growing concerns.

Eric W. Wahl, RLA  
President

## Important Dates to Remember

### PA-DE ASLA 2013 Annual Meeting:

- ◆ April 18-20, 2013 in Rehoboth Beach, Delaware
- For additional information visit: <http://www.padeasla.org/>



### L.A.R.E. Administration Dates:

- ◆ April 8-20, 2013 (registration opens on 12/31/2012 and closes on 03/29/2013)
- ◆ August 19-30, 2013 (registration opens on 05/13/2013 and closes on 08/09/2013)
- ◆ December 2-14, 2013 (registration opens on 08/26/2013 and closes on 11/22/2013)
- ◆ March 31 - April 12, 2014
- ◆ August 18-30, 2014
- ◆ December 1-13, 2014



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### Board Members

- *Eric Wahl, RLA, President*
- *Jeffrey Seemans, RLA, Secretary*
- *Rachel Dunning, Public Member, Treasurer*
- *William Bullock, Public Member*
- *Jeffrey Clark, RLA*

## 2012 CLARB Annual Meeting, September 6–8, 2012, in San Francisco, CA Submitted by: Jeff Seemans

I eagerly volunteered to attend CLARB's 2012 Annual Meeting for two main reasons:

- ◆ *To learn* what is happening around the country from other landscape architecture registration boards and to bring that knowledge back to Delaware's Board, and
- ◆ *To represent* the State of Delaware at the last meeting presided over by Denise Husband, a long-time Delawarean and registered landscape architect, who has served as CLARB's President for the last year. She rose all the way through CLARB's ranks to serve as its president, and all of us in Delaware should be proud of her distinguished service to our profession.

Okay, I must admit that I am not being entirely honest! There was a third reason. Why would anyone not want to attend an annual meeting in the beautiful "City by the Bay", San Francisco? Delaware was hot and muggy when I left, but San Francisco was a cool 65 degrees, sunny, and breezy—what a pleasant change!

The first day was filled with two group workshops. Group Workshop #1 presented CLARB's model language that all registration Boards around the country could use in dealing with three issues:

1. *To widen exam eligibility requirements to allow entry into the exam process immediately following college graduation.* Research suggests taking exams close to graduation is the single greatest determinant of success.
2. *To recognize PLA (i.e., Professional Landscape Architect) as the universal licensure designation.* This seemed to originate with ASLA, and an ASLA staff member stood up to explain and lobby for this change. Although professional engineers use PE and professional land surveyors use PLS, other registration boards were not in widespread agreement to change their RLA designation to PLA.
3. *To harmonize continuing education requirements among licensure boards.* While 12 CEs per year appears to be the average, Delaware requires 10 CEs per year. Also, some boards require most CEs to be directly related to "health, safety and welfare."

Group Workshop #2 was devoted to understanding new threats to licensure. These are coming from a growing political conservatism as reflected by the "Tea Party," growing frustration with government in general, the concept of less government, and a growing anti-regulatory environment. All 50 states now have either a title act or a practice act for landscape architects, but 14 states have had regulatory threats from 2008 – 2012. How to counteract these threats was explored with representatives from some of those threatened boards presenting.

The first day, Thursday's session, ended with a walking tour around the city's financial district featuring urban design projects and public spaces designed by landscape architects.

The second day, Friday, opened with brief introductions by a variety of allied organizations who were also in attendance:

- ◆ CLARB—Council of Landscape Architecture Registration Boards
- ◆ ASLA—American Society of Landscape Architects
- ◆ Canadian Society of Landscape Architects
- ◆ Council of Educators in Landscape Architecture
- ◆ Sociedad de Arquitectos Paisajistas de Mexico, A.C.

## 2012 CLARB Annual Meeting, September 6–8, 2012, in San Francisco, CA Submitted by: Jeff Seemans (continued)

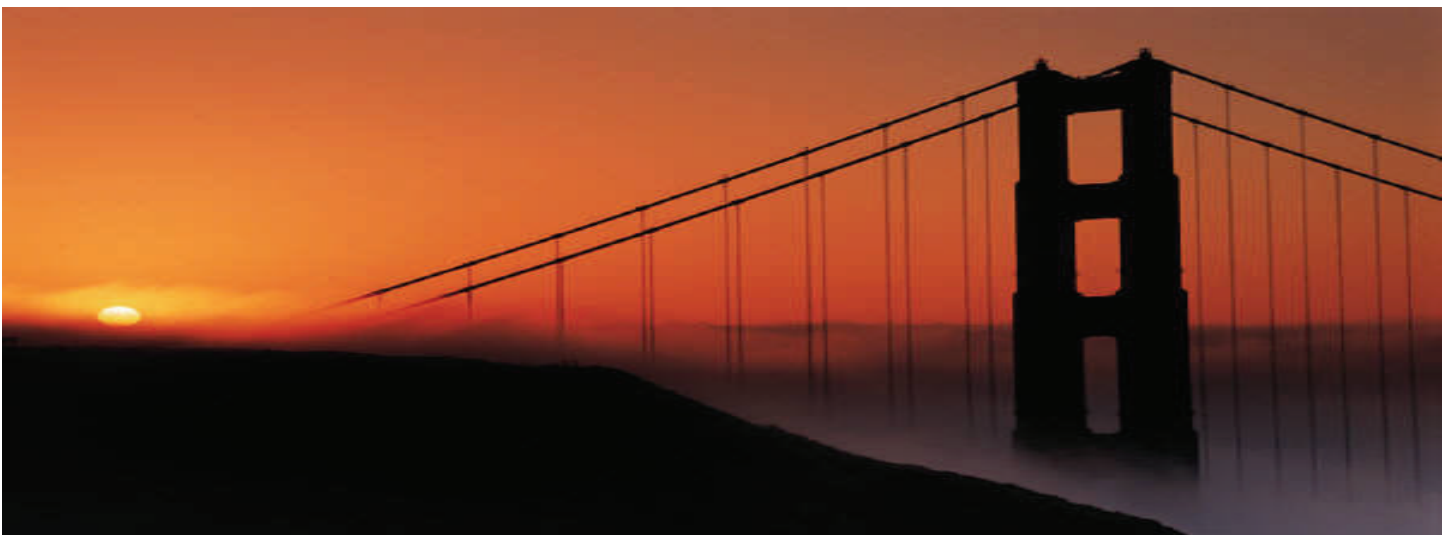
Other important topics followed, such as:

- ◆ *Transition to a fully computerized L.A.R.E. exam and outsourcing to testing centers around the country.* CLARB now handles the exam from initial application to final grading, and testing centers—in lieu of individual states—now monitor the L.A.R.E.
- ◆ *Increasing awareness of “health, safety, and welfare.”*
- ◆ *Presentation of a study commissioned by CLARB on changing the word “welfare,” as in “health, safety and welfare,” to “well-being.”* Case studies from around the country were presented to explore the concept of well-being as a part of our regulatory relevance and as a critical scope of our practice. The goal is to strengthen the statutory authority of registered landscape architects around the country.
- ◆ *Promoting CLARB and encouraging standards for landscape architecture across the globe.* Globalization is a CLARB long-term strategy. CLARB staff have already attended meetings in China where interest in regulating the landscape architecture profession is growing. Although other countries have expressed a similar interest, CLARB does not want to “take on the world” too quickly because of the financial obligations that go along with an increased global role. They will probably pick one country as a test case and proceed slowly.

The third and final day, Saturday, started with regional CLARB meetings. Delaware is in Region 1, and representatives from the boards of Maryland, New Jersey, New Hampshire, Massachusetts, and Maine were in attendance. Terry De Wan is Region 1 Director. Each Board representative gave a short report on their individual board’s activities.

There was a lot of discussion about whether State boards should be proactive in going after people who are practicing landscape architecture without a license. Or, is it the board’s job simply to adjudicate complaints brought to it by outside parties? Some believed that it is a regulatory board’s function to deal with complaints—not going out and proactively seeking violators—while others held the view that a board will better weather possible future deregulation by building a record of action against offenders.

In summary, there were excellent presentations and discussions by landscape architecture regulators from all over the country. CLARB did an outstanding job organizing and focusing the discussion on many critical issues facing landscape architecture boards. I found this three-day forum very engaging and believe that Delaware should stay as connected as possible to CLARB. In my opinion, CLARB is a first-rate organization and no stronger advocate for our profession exists in the country.



## Sustainability and Our Natural Landscape: Submitted by Eric Wahl

*“The nation behaves well if it treats the natural resources as assets which it must turn over to the next generation increased, and not impaired, in value.” - Theodore Roosevelt, 1910.*

Sustainability has its roots deeply planted in our nation’s history. However, during the past 100 years, it sometimes took a backseat in our country’s development and rapid expansion. The term is simply defined as meeting the needs of the present without compromising the ability to meet the needs of the future; sustainability is more critical now than ever.



Sustainability is not one single entity’s concern or responsibility; as Landscape Architects, it is our charge to come together and provide solutions to ever-increasing local, regional, national and even global issues. As part of this multi-disciplinary partnership, the American Society of Landscape Architects, the Lady Bird Johnson Wildflower Center, and the United States Botanic Garden have teamed together to bring about a transformation in land development and management methods.

Ten guiding principles of a sustainable site have emerged from this team effort. Broad in scope, but invaluable in the planning process, these guidelines can help foster preservation, conservation, and sustainability. For further detail and information, please visit [www.sustainablesites.org](http://www.sustainablesites.org).

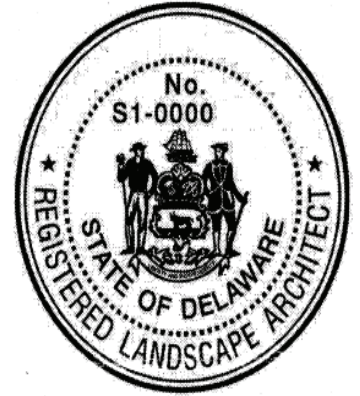
- ◆ *Do no harm* - Make no changes to the site that will degrade the surrounding environment. Promote projects on sites where previous disturbance or development presents an opportunity to regenerate ecosystem services through sustainable design.
- ◆ *Precautionary principle* - Be cautious in making decisions that could create risk to human and environmental health. Examine a full range of alternatives, including no action, and be open to contributions from all affected parties.
- ◆ *Design with nature and culture* - Create and implement designs that are responsive to economic, environmental, and cultural conditions with respect to the local, regional and global context.
- ◆ *Use decision-making hierarchy of preservation, conservation and regeneration* - Maximize and mimic the benefits of ecosystem services by preserving existing environmental features, conserving resources in a sustainable manner, and regenerating lost or damaged ecosystem services.
- ◆ *Provide regenerative systems as intergenerational equity* - Provide future generations with a sustainable environment supported by regenerative systems and endowed with regenerative resources.
- ◆ *Support a living process* - Continuously re-evaluate assumptions and values and adapt to demographic and environmental change.
- ◆ *Use a systems thinking approach* - Understand and value the relationships in an ecosystem and use an approach that reflects and sustains ecosystem services; re-establish the integral and essential relationship between natural processes and human activity.
- ◆ *Use a collaborative and ethical approach* - Encourage direct and open communication among colleagues, clients, manufacturers, and users to link long-term sustainability with ethical responsibility.
- ◆ *Maintain integrity in leadership and research* - Implement transparent and participatory leadership, develop research with technical rigor, and communicate new findings in a clear, consistent and timely manner.
- ◆ *Foster environmental stewardship* - In all aspects of land development and management, foster an ethic of environmental stewardship, an understanding that responsible management of healthy ecosystems improves the quality of life for present and future generations.

- “the sustainable sites initiative, guidelines and performance benchmarks”

In today’s global melting pot, we can no longer afford to consign sustainability to a backseat as we navigate into the 21<sup>st</sup> century. Preservation, conservation, and sustainability must be part of our land development lexicon. From land planning to garden design, each and every gesture—no matter how small—can have a positive impact on the environment. Bear in mind that the actions we take today will provide for future generations tomorrow and beyond.

# The Importance of the Landscape Architect Seal

“For the purpose of signing and sealing drawings, specifications, contract documents, plans, reports and other documents (hereinafter referred to as “drawings”), each landscape architect shall provide him or herself with an individual seal of design and size as approved by the Board...” (Section 5.1.1 of the Board’s [Rules and Regulations](#)).



- ◆ Applying the seal impression or rubber stamp to the first sheet of the bound sheets of the drawings (with index of drawings included), title page of specifications, and other drawings and contract documents constitutes the licensed landscape architect’s stamp.
- ◆ You must not sign or seal drawings unless you prepared them yourself or they were prepared under your direct supervision.
- ◆ For purposes of signing and/or sealing drawings, “supervision” means direct supervision that involves responsible control over and detailed professional knowledge of the contents of the drawings throughout their preparation. Reviewing or correcting drawings after they have been prepared by others does not constitute the exercise of responsible control because the reviewer has neither control over, nor detailed professional knowledge of, the content of such drawings throughout their preparation.
- ◆ The seal appearing on any drawings is *prima facie* evidence that the drawings were prepared by or under the direct supervision of the individual who signed and/or sealed the drawings. Signing or sealing of drawings prepared by another is a representation by the registered landscape architect that he/she has detailed professional knowledge of and vouches for the contents of the drawings.

## Certificate of Authorization

Delaware law requires all businesses that practice Landscape Architecture in the State of Delaware, *with the exception of sole proprietorships*, to have a Certificate of Authorization. (See [Title 24, Chapter 2, § 212](#).) This Certificate must be renewed every two years, at the same time as your personal Landscape Architect license. Applying for a Certificate of Authorization for your business is quite simple:

- ◆ Print out and complete the [Application for Certificate of Authorization](#) form—or you can save and fill it out on your computer—available on the [Forms](#) page of the Board’s website. Follow the instructions on the form.
- ◆ Sign the form in the presence of a notary.
- ◆ Enclose the required fee and send the application to the Board office.

You will be required to designate one or more officers, partners, or members who will be primarily responsible for services in the practice of landscape architecture on behalf of your business entity. This person or persons must be Delaware-registered Landscape Architect(s).



# Online Services

## Change Contact Information

Keep your contact information up-to-date so that important notices will reach you. You can change your contact information online. Simply visit: [www.dpr.delaware.gov](http://www.dpr.delaware.gov) and click on [Change Contact Information](#) on the left. The first time you use online services, you will have to **Register** using your registration code. (Your registration code is sent to you with your license and also appears on renewal notices. If you don't have your code, complete the online request form.) When registering, you'll create your own user ID and password for use with all online services. You may then log in and change your personal contact information at any time.

## Online Calendar

To keep you updated, all of the Board's agendas and meeting minutes are posted online. Click on [Public Meeting Calendar](#) to view past and future meeting dates, agendas and approved minutes.



## File Complaints Online

You may file a complaint with the Division of Professional Regulation against a person or business that holds a professional license if you believe that the person has violated the law or rules of his or her profession or the business has violated the law or rules of its profession. The license law and regulations for each profession are available on the Division's [website](#).

You may also file a complaint against an unlicensed person who is practicing a profession that requires a professional license or against a business that is operating without the required professional license. To find out if the person or facility holds a professional license, see [Verify License Online](#).

If you need to report child abuse or neglect, click [Mandatory Reports of Child Abuse or Neglect](#).

Note that the Division cannot investigate complaints that *solely* concern billing or insurance issues. You may wish to file billing complaints with the Department of Justice's Consumer Protection Division or insurance complaints with the Department of Insurance.

To assure that the Investigative Unit receives all the information it needs to start an investigation, complete the [Statement of Complaint](#) form by following the instructions on the form. **Each complaint must state:**

- ◆ *Name and contact information of the person filing the complaint.* This person is called the *complainant*. This means that we cannot accept anonymous complaints. However, when appropriate, the Division may keep the complainant's name confidential. The Division will make the determination based on the information submitted in the complaint.
- ◆ *Name and location of the person or business the complaint is against.* This person or business is called the *respondent*.

If you need to discuss your complaint with an investigator before submitting it, you may call (302) 744-4500 and ask to speak to an investigator.

When the Division receives a complaint, it takes the following actions within 15 days (or one week if it is a complaint about a licensee of the Board of Medical Licensure and Discipline) of receiving the Statement of Complaint:

- ◆ Sends the *complainant* a letter to acknowledge receiving the complaint.
- ◆ Sends the *respondent* the complaint information. Note that, when appropriate, the Division may keep the complainant's name confidential. The respondent has 20 business days from receiving the Division's letter to file an answer with the Division.

The Division will advise you of the progress of your complaint at least every 90 days until it is resolved. To find out the status of your complaint during the complaint process, you may email [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) or call (302) 744-4500.