

# **BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

## **MINUTES OF THE MEETING OF THE BOARD**

**DATE 18 March 2009**

**PLACE 1511 Pontiac Avenue, Building 69-2 Conference Room,  
Cranston, RI**

**MEMBERS PRESENT Ms. Bradford, Mr. Carter, Mr. Pilz and Ms. Votta**

**OTHERS PRESENT Ms. Christina Styron, Administrative Assistant  
Mr. Richard W. Berstein, Legal Counsel  
Mr. Brian J. Riggs, DBR Department Budget Administrator**

**AGENDA ITEM 1 Chairman Carter called the meeting to order at 2:08  
PM.**

**Call to Order**

**AGENDA ITEM 2 Secretary/Treasurer Pilz made a motion, seconded  
by Ms. Votta, to approve Approval of Minutes the minutes of the 25  
February 2009 meeting. The motion was passed  
unanimously.**

**Secretary/Treasurer Pilz made a motion, seconded by Ms. Votta, to make an amendment on the call to order time from 1:15 to 2:15 on the 21 January 2009 minutes meeting. The motion was passed unanimously.**

**AGENDA ITEM 3. The Committee did not move to go into Executive Session.**

**Executive Session**

**AGENDA ITEM 4 1. RIASLA Newsletter was received.**

**Correspondence**

**2. Notice of CLEAR exam review was received.**

**3. CLARB Spring Meeting Survey Results were received.**

**AGENDA ITEM 5 LA applications**

**Applications–LA & COA**

**Brian Frazier – Mr. Frazier has now passed all sections of the LA exam and is applying for registration. The Board asked Ms. Styron to have Mr. Frazier’s previous application file pulled from Capitol Records to see if he has two years experience. If he does not, he will have to update and verify his experience. The Board will review this application again next month.**

**Mark Butler - Mr. Butler has passed Section A through D and is applying to take the RI State section. Vice Chair Bradford made a**

**motion, seconded by Ms. Votta, to approve Mr. Butler to take the June 2009 RI State section exam. The motion was passed unanimously.**

**Daniel Norman – Mr. Norman is applying to take the RI State section. Ms. Votta made a motion, seconded by Secretary/Treasurer Pilz, to approve Mr. Norman to take the June 2009 RI state section exam. The motion was passed unanimously.**

### **COA applications**

**Landscape Elements, LLC – question of one employee. The Board reviewed a draft letter to Ms. Pascarella which requests that she send a letter to Minority Business**

**3-18-09**

**Page 1 of 2**

**BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS**

**MINUTES OF THE MEETING OF THE BOARD**

**and clarify the information with them with a copy to the Board. The Board and legal counsel made a few revisions; Ms. Styron will send the letter. Her renewed COA sticker letter will be mailed upon receipt**

of a copy of the letter.

**The Board reviewed the following new COA applications:**

**Fieldstone Gardens, Inc. listing Christopher Faria as the LA in responsible charge.**

**Magma Design Group, Inc. listing Neil Best as the LA in responsible charge.**

**Vice Chair Bradford made a motion, seconded by Secretary/Treasurer Pilz, to approve the two above listed COA applications pending amending their purpose and receipt of a Certificate of Good Standing from the RI Secretary of State's office. The motion was passed unanimously.**

## **AGENDA ITEM 6 a. Review & update Rules & Regulations**

### **Old Business**

**The Board will have a meeting in the future to review rules and regulations including the ownership, board of directors, etc. regarding the Certificate of Authorization.**

### **b. Miscellaneous**

**SiteScapes - A letter was sent asking them to clarify their services. The Board reviewed a response received from Brent DeRosier of**

## **SiteScapes.**

**The Board instructed Ms. Styron to draft a letter back which Attorney Bernstein and the Board Members will review before sending. Commercial design and construction, can be done within the limits of our statute but he cannot prepare/offer even a commercial planting plan or design services; no permitting or preparing plans that require a permit are allowed.**

**The only conflict is that they advertise landscape design under commercial landscaping services which is not permitted by RIGL5-51-1 and they are not currently licensed and certified by the Board to practice or offer to practice.**

**The letter will request that he correct his advertising and website and to kindly advise the Board when these corrections have been made in the form of a written response within thirty (30) days..**

## **AGENDA ITEM 7 a. Miscellaneous**

### **New Business**

**Secretary/Treasurer Pilz drafted an Informational Bulletin regarding “LA Practice in RI – Advocacy Letter to Regulatory Officials. This bulletin will be sent via e-mail (if addresses can be found) and regular mail to Municipal Building, Zoning, Planning Officials, Managers, Solicitors as well as CRMC, RIDEM & RIDOT Directors & Legal Counsel. Attorney Bernstein made a few revisions.**

**b. The next Board meeting is scheduled for 22 April 2009 at 2:00 PM.**

**AGENDA ITEM 8 Secretary/Treasurer made a motion, seconded by Ms. Votta, to adjourn at Adjournment 4:00 PM. The motion was passed unanimously.**

**3-18-09**

**Page 2 of 2**