

**TITLE 9  
LEGISLATIVE RULE  
WEST VIRGINIA STATE BOARD OF LANDSCAPE ARCHITECTS**

**SERIES 3  
FEES**

**§9-3-1. General.**

- 1.1. Scope. -- This rule specifies fees to be charged by the Board.
- 1.2. Authority. -- W. Va. Code §§30-22-7(a)(6).
- 1.3. Filing Date. -- ~~April 11, 2007.~~
- 1.4. Effective Date. -- ~~April 16, 2007.~~
- 1.5. Sunset Provision. -- This rule shall terminate and have no further force or effect on August 1, 2031.

**§9-3-2. Definitions.**

- 2.1. Terms Defined by Statute -- Terms defined in W. Va. Code §30-22-4 have the same meanings when used in this rule unless the context or subject matter clearly requires a different interpretation.
- 2.2. "Board" means the West Virginia State Board of Landscape Architects.
- 2.3. "Registrant" means a current licensee or Certificate of Authorization (COA) holder.

**§9-3-3. Requirements.**

- 3.1. The fees listed in this rule are payable to the Board. Fees shall be paid by check or money order and are non-refundable. The Board may return any application received without the proper fee to the applicant.
- 3.2. Each year during the month of April, the Board shall notify each registrant of the amount of the renewal fee.
- 3.3. A registrant shall pay renewal fees before the thirtieth (30<sup>th</sup>) day of June of each year.
- 3.4. If a renewal application is postmarked after the thirtieth (30<sup>th</sup>) day of June, the registrant's license is considered expired, and the Board shall assess the registrant a late fee penalty as described in this rule.

**§9-3-4. Fees.**

**General Fees**

~~Reciprocal or New Application \$100.00~~  
~~Temporary Permit \$100.00~~  
~~Duplicate Renewal Card \$5.00~~

Replacement Certificate ~~\$15.00~~  
 Current Roster <sup>1</sup> ~~\$25.00~~  
 Insufficient Funds (returned check) ~~\$25.00~~  
 Copies of Public Records (per page) ~~\$0.25~~  
 Examinations — (See footnote 6.)

#### Certificate of Authorization (COA) Fees

Application for Sole Proprietor <sup>2</sup> ~~\$20.00~~  
 Application for Firm with two or more  
 Licensed Landscape Architects <sup>3</sup> ~~\$150.00~~  
 Duplicate/Replacement Certificate ~~\$15.00~~

#### Annual Renewal Fees

License Renewal — ~~\$100.00~~  
 COA or License Renewal Late Fee <sup>4</sup> ~~\$50.00~~  
 Inactive Status ~~\$25.00~~  
 Retired Status ~~\$5.00~~  
 COA for Sole Proprietor <sup>2</sup> ~~\$15.00~~  
 COA for Firm with two or more  
 Licensed Landscape Architects <sup>3</sup> ~~\$150.00~~

#### Reinstatement Fees

Retired or Inactive Licensees — ~~\$100.00~~  
 Expired License <sup>5</sup> ~~\$250.00~~  
 Expired COA for Sole Proprietor — ~~\$60.00~~  
 Expired COA for Firm with two or more  
 Licensed Landscape Architects <sup>3</sup> ~~\$350.00~~

#### 4.1. General Fees (Non-Refundable).

|  |   |
|--|---|
| 4.1.1. Reciprocal or New Application       | <del>\$100.00</del> ( <u>\$200.00</u> ) |
| 4.1.2. Temporary Permit                    | \$100.00                                |
| 4.1.3. Duplicate Renewal Card              | \$5.00                                  |
| 4.1.4. Replacement Certificate             | \$15.00                                 |
| 4.1.5. Current Roster                      | \$25.00                                 |
| 4.1.6. Insufficient Funds (returned check) | \$25.00                                 |
| 4.1.7. Copies of Public Records (per page) | \$0.25                                  |
| 4.1.8. Examinations                        |   |

#### 4.2. Certificate of Authorization (COA) Fees.

|  |   |
|--|---|
| 4.2.1. Application for Sole Proprietor                                     | \$20.00                                 |
| 4.2.2. Application for Firm with two or more Licensed Landscape Architects | <del>\$150.00</del> ( <u>\$200.00</u> ) |
| 4.2.3. Duplicate/Replacement Certificate                                   | \$15.00                                 |

#### 4.3. Annual Renewal Fees.

|                        |   |
|------------------------|---|
| 4.3.1. License Renewal | <del>\$100.00</del> ( <u>\$200.00</u> ) |
|------------------------|---|

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|--------|---|---|
| 4.3.2. | COA or License Renewal Late Fee                                     | \$50.00                                 |
| 4.3.3. | Inactive Status   | \$25.00                                 |
| 4.3.4. | Retired Status  | \$5.00                                  |
| 4.3.5. | COA for Sole Proprietor   | \$15.00                                 |
| 4.3.6. | COA for Firm with two or more Licensed Landscape Architects         | <del>\$150.00</del> ( <u>\$200.00</u> ) |
| 4.4.   | Reinstatement Fees.   |   |
| 4.4.1. | Retired or Inactive Licensees                                       | \$100.00                                |
| 4.4.2. | Expired License   | <del>\$250.00</del> ( <u>\$350.00</u> ) |
| 4.4.3. | Expired COA for Sole Proprietor                                     | \$60.00                                 |
| 4.4.4. | Expired COA for Firm with two or more Licensed Landscape Architects | <del>\$350.00</del> ( <u>\$450.00</u> ) |