

<b>Regulatory Analysis Form</b>		<b>This space for use by IRRC</b>  <b>Cocodrilli</b> IRRC Number: <sup>+</sup> 2047	
(1) Agency Department of State Bureau of Professional and Occupational Affairs State Architects Licensure Board			
(2) I.D. Number (Governor's Office Use)  16A-414			
(3) Short Title  Fees			
(4) PA Code Cite  49 Pa. Code § 9.3		(5) Agency Contacts & Telephone Numbers Primary Contact: Leo Pandeladis, Counsel State Architects Licensure Board 717-787-6802 Secondary Contact: Joyce McKeever Deputy Chief Counsel 717-783-7200	
(6) Type of Rulemaking (check one)  <input checked="" type="checkbox"/> Proposed Rulemaking <input type="checkbox"/> Final Order Adopting Regulation <input type="checkbox"/> Final Order, Proposed Rulemaking Omitted		(7) Is a 120-Day Emergency Certification Attached?  <input checked="" type="checkbox"/> No Yes: By the Attorney General Yes: By the Governor	
(8) Briefly explain the regulation in clear and nontechnical language.  The regulation amends the fee schedule for the State Architects Licensure Board by revising fees for applications for initial architect licenses, reciprocal licenses, reactivation fees, certification of licenses and registrations, and verification of licenses and registration for firm practice. The new fees are needed because the current fees established in 1987 no longer reflect the cost to the Board of providing the enumerated services.			
(9) State the statutory authority for the regulation and any relevant state or federal court decisions.  The regulatory amendments are adopted under Section 11 of the Architects Licensure Law, Act of December 14, 1982, P.L. 1227, as amended, 63 P.S. § 34.11.			

## Regulatory Analysis Form

(10) Is the regulation mandated by any federal or state law or court order, or federal regulation? If yes, cite the specific law, case or regulation, and any deadlines for action.

Yes. The Board is required by statute to adopt regulations setting fees as specified in Section 11 of the Architects Licensure Law, Act of December 14, 1982, P.L. 1227, as amended, 63 P.S. § 34.11.

(11) Explain the compelling public interest that justifies the regulation. What is the problem it addresses?

The enabling statute of the Board requires that the Board set fees by regulation so that revenues meet or exceed expenditures over a biennial period. The operating expenses of the Board are generally borne by the licensee population through biennial renewal revenue. Expenses related to services which are provided directly to individual licensees or applicants are excluded from general operating revenues so that only the licensee who uses a particular service pays for a service being provided to him or her. By this regulation, the cost of providing the service will be apportioned to users, rather than burdening the entire licensee population.

(12) State the public health, safety, environmental or general welfare risks associated with nonregulation.

Nonregulation could potentially adversely impact the fiscal integrity of the Board. If left unregulated, the costs of providing these services are borne by the general licensing population, some of whom do not or would not receive any benefit.

(13) Describe who will benefit from the regulation. (Quantify the benefits as completely as possible and approximate the number of people who will benefit.)

The licensing population generally will benefit by having costs of services which are utilized by only a portion of the licensees or applicants paid by those actually using the service.

## Regulatory Analysis Form

(14) Describe who will be adversely affected by the regulation. (Quantify the adverse effects as completely as possible and approximate the number of people who will be adversely affected.)

The Board has not identified any group of individuals or entities who will be adversely affected by the regulation. Applicants for services or licenses will be required to bear the up-to-date costs of providing the services they receive.

(15) List the persons, groups or entities that will be required to comply with the regulation. (Approximate the number of people who will be required to comply.)

Individuals seeking applications for initial architects licenses, reciprocal licenses, reactivation of licenses, certification of licenses and registrations, verification of licenses and registration for firm practice will be required to pay the applicable fees. The Board estimates that approximately 1,125 persons will avail themselves of one or more of the enumerated services in a two-year period.

(16) Describe the communications with and input from the public in the development and drafting of the regulation. List the persons and/or groups who were involved, if applicable.

These regulations do not place requirements on licensees concerning their conduct or compliance with state law regarding the performance of a licensing duty under licensing statutes. The regulation embodies the fees which capture the cost of providing the service an applicant or licensee requests. Therefore, the information requested in this item is not applicable.

(17) Provide a specific estimate of the costs and/or savings to the regulated community associated with compliance, including any legal, accounting or consulting procedures which may be required.

The Board estimates that 1,125 persons will avail themselves of one or more of the enumerated services in a biennial period. Total aggregate additional cost for the regulated community for a biennial period is approximately \$18,250. However, only those requesting the services will be affected. No legal, accounting or consulting procedures will be implicated in complying with the regulatory amendments.

## Regulatory Analysis Form

(18) Provide a specific estimate of the costs and/or savings to local governments associated with compliance, including any legal, accounting or consulting procedures which may be required.

Local governments will not be affected by the regulation.

(19) Provide a specific estimate of the costs and/or savings to state government associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required.

The Board will not incur an increase in administrative costs by implementing the regulation. Indeed, the regulatory amendments will permit the Board to recoup the costs of providing the enumerated services.

## Regulatory Analysis Form

(20) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years.

	Current FY Year	FY +1 Year	FY +2 Year	FY +3 Year	FY +4 Year	FY +5 Year
<b>SAVINGS:</b>	\$	\$	\$	\$	\$	\$
Regulated						
Local Government						
State Government						
Total Savings						
<b>COSTS:</b>						
Regulated	\$10,187.50	\$10,187.50	\$10,187.50	\$10,187.50	\$10,187.50	\$10,187.50
Local Government						
State Government						
Total Costs						
<b>REVENUE LOSSES:</b>						
Regulated						
Local Government						
State Government						
Total Revenue Losses						

(20a) Explain how the cost estimates listed above were derived.

The cost estimates are based upon the following number of persons who will avail themselves of the specified services over a fiscal year (one-half biennium) period multiplied by the savings or additional costs to the applicant for services:

- |   |                         |
|---|-------------------------|
| a) Initial license applications by exam                   | \$10. x 125 = \$1,250   |
| b) License by reciprocity with NCARB<br>Certification     | \$10. x 100 = \$1,000   |
| c) License by reciprocity without NCARB<br>Certification  | \$30. x 25 = \$750      |
| d) License reactivation fee                               | \$25. x 37.5 = \$937.50 |
| e) Certification of registration or<br>examination scores | \$10. x 100 = \$1,000   |
| f) Registration or modification<br>of firm practice       | \$50. x 75 = \$3,750    |
| g) Verify license or registration                         | \$15. x 100 = \$1,500   |

## Regulatory Analysis Form

(20b) Provide the past three year expenditure history for programs affected by the regulation.

Program	FY -3	FY -2	FY -1	Current FY
See attached fee report forms.				

(21) Using the cost-benefit information provided above, explain how the benefits of the regulation outweigh the adverse effects and costs.

The amendments to the existing regulations will assure that the costs of providing the specified services to certain applicants and licensees will be borne by individuals who receive the service.

(22) Describe the nonregulatory alternatives considered and the costs associated with those alternatives. Provide the reasons for their dismissal.

No nonregulatory alternatives were considered because the Board's enabling statute requires the Board to promulgate regulations to establish fees or changes thereto.

(23) Describe alternative regulatory schemes considered and the costs associated with those schemes. Provide the reasons for their dismissal.

No alternative regulatory schemes were considered because the Board's enabling statute requires the Board to promulgate regulations to establish fees or changes thereto.

## Regulatory Analysis Form

(24) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulation.

There are no federal licensure standards.

(25) How does this regulation compare with those of other states? Will the regulation put Pennsylvania at a competitive disadvantage with other states?

This section is not applicable to this regulation. Because the fees established by the regulation represent the Board's actual costs in providing the services requested, it is not possible to compare the fees with those of other states.

(26) Will the regulation affect existing or proposed regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.

This regulation will have no effect on other regulations of the Board or other state agencies.

(27) Will any public hearings or informational meetings be scheduled? Please provide the dates, times, and locations, if available.

The Board reviews regulatory proposals at regularly scheduled bi-monthly public meetings.

## Regulatory Analysis Form

(28) Will the regulation change existing reporting, record keeping, or other paperwork requirements? Describe the changes and attach copies of forms or reports which will be required as a result of implementation, if available.

No changes to reporting, record keeping, or other paperwork is required by this regulation.

(29) Please list any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, elderly, small businesses, and farmers.

The Board has perceived no special needs of any subset of its applicants or licensees for whom special accommodations should be made.

(30) What is the anticipated effective date of the regulation; the date by which compliance with the regulation will be required; and the date by which any required permits, licenses or other approvals must be obtained?

The regulation will be effective upon publication as final rulemaking in the *Pennsylvania Bulletin*.

(31) Provide the schedule for continual review of the regulation.

The Board reviews its revenues and costs of its programs on a fiscal year and biennial basis.

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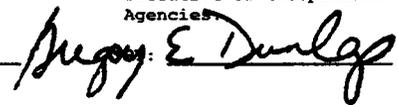
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BY:   
(DEPUTY ATTORNEY GENERAL)

STATE ARCHITECTS LICENSURE BOARD  
(AGENCY)



JUN 15 1999

DATE OF APPROVAL

DOCUMENT/FISCAL NOTE NO. 16A-414

DATE OF ADOPTION: 1/21/9

6/1/99

DATE OF APPROVAL

BY:   
Robert Crowner,

(Deputy General Counsel  
Chief Counsel,  
Independent Agency  
(Strike inapplicable  
title)

TITLE: President  
(EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)

[ ] Check if applicable  
Copy not approved.  
Objections attached.

[ ] Check if applicable. No Attorney General approval or objection within 30 day after submission.

PROPOSED RULEMAKING  
COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
49 PA. CODE, CHAPTER 9  
STATE ARCHITECTS LICENSURE BOARD  
FEES

FACE SHEET  
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Copy below is hereby approved as to form and legality. Attorney General

Copy below is hereby certified to be a true and correct copy of a document issued, prescribed or promulgated by:

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*[Signature]*  
BY: \_\_\_\_\_  
(DEPUTY ATTORNEY GENERAL)

STATE ARCHITECTS LICENSURE BOARD  
(AGENCY)

*[Signature]*  
BY: \_\_\_\_\_

6/15/99

DOCUMENT/FISCAL NOTE NO. 16A-414

DATE OF ADOPTION: 1/21/9

6/1/99  
DATE OF APPROVAL

DATE OF APPROVAL

BY: *[Signature]*  
Robert Crowner,

(Deputy General Counsel  
(Chief Counsel,  
Independent Agency  
(Strike inapplicable  
title)

TITLE: President  
(EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)

[ ] Check if applicable  
Copy not approved.  
Objections attached.

[ ] Check if  
applicable. No Attorney  
General approval or  
objection within 30 day  
after submission.

PROPOSED RULEMAKING  
COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
49 PA. CODE, CHAPTER 9  
STATE ARCHITECTS LICENSURE BOARD  
FEES

The State Architects Licensure Board ("Board") proposes to amend its regulations at 49 Pa. Code §9.3 by revising certain fees as set forth in Annex A.

**A. Effective Date**

The amendments will be effective upon publication of the final form regulations in the Pennsylvania Bulletin.

**B. Statutory Authority**

The amendments are authorized under Section 11 of the Architects Licensure Law, Act of December 14, 1982, P.L. 1227, No. 281, as amended, 63 P.S. §34.1 et. seq.

**C. Background and Purpose**

The Architects Licensure Law requires the Board to set fees by regulation so that revenues meet or exceed expenditures over a biennial period. General operating expenses of the Board are funded through biennial license renewal fees. Expenses related to applications or services which are provided directly to applicants are excluded from general operating revenues and are funded through fees in which the cost of providing a service forms the basis for the fee.

In a recent systems audit of the operations of the Board within the Bureau of Professional and Occupational Affairs, the fees for services to licensees and applicants were analyzed to determine if the fees reflected the actual cost of providing the services. Actual costs are based upon the following formula:

$$\begin{array}{r} \text{Number of minutes to perform the function} \\ \times \\ \text{Pay rate for the classification of personnel performing the function} \\ + \\ \text{A proportionate share of administrative overhead} \end{array}$$

The analysis determined that certain fees currently charged by the Board were insufficient to capture the actual costs of providing the service, as follows: initial license

application by exam; license by reciprocity with NCARB certification; license by reciprocity without NCARB Certification, (NCARB is the National Council of Architectural Registration Boards and NCARB certification provides information confirming the qualifications of licensees); license reactivation fee; and certification of registration or examination scores. Currently, no fees are charged by the Board for providing two services, verification of licensure or registration; and registration or modification of firm practice. Existing fees have not been revised since 1987.

In this proposal, fees for the services identified would be adjusted to allocate costs to those who use the service or application. The Board would continue to apportion its enforcement and operating costs to the general licensing population when the Board makes its biennial reconciliation of revenues and expenditures.

**D. Description of Proposed Amendments**

The following table outlines the affected application fees and proposed changes:

<u>Application/Service</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
Initial license applications by exam	\$30.00	\$40.00
License by reciprocity with NCARB certification	\$20.00	\$30.00
License by reciprocity without NCARB Certification	\$20.00	\$50.00
License reactivation fee	\$ 5.00	\$30.00
Certification of registration or examination scores	\$15.00	\$25.00
Registration or modification of firm practice	\$0.00	\$50.00
Verify license or registration	\$0.00	\$15.00

**E. Compliance with Executive Order 1996-1**

In accordance with the requirements of Executive Order 1996-1 (February 6, 1996), in drafting and promulgating the regulation, the Board considered the least restrictive alternative to regulate costs for services requested by licensees and applicants.

**F. Fiscal Impact and Paperwork Requirements**

The proposed amendments will have no adverse fiscal impact on the Commonwealth or its political subdivisions. The fees will have a modest fiscal impact on those members of the private sector who apply for services from the Board. The amendments will impose no additional paperwork requirements upon the Commonwealth, political subdivisions or the private sector.

**G. Sunset Date**

The Board continuously monitors the cost effectiveness of its regulations. Therefore, no sunset date has been assigned.

**H. Regulatory Review**

Pursuant to Section 5(a) of the Regulatory Review Act, the Act of June 3, 1989 (P.L. 73, No. 19), as amended, 71 P.S. §§745.5(a), the Board submitted a copy of this proposed regulation on July 22, 1999, to the Independent Regulatory Review Commission ("Commission") and the Chairmen of the House Professional Licensure Committee and the Senate Consumer Protection and Professional Licensure Committee ("Committees"). In addition to submitting the regulation, the Board has provided the Commission and the Committees with a copy of a detailed regulatory analysis form prepared by the Board in compliance with Executive Order 1996-1, "Regulatory Review and Promulgation." A copy of this material is available to the public upon request.

Under section 5(g) of the Regulatory Review Act, if the Commission has any objections to any portion of the proposed regulation, it will notify the Board within 10 days of the close of the committee's review period. The notification shall specify the regulatory review criteria which have not been met by that portion. The Regulatory Review Act specifies detailed procedures for review, prior to final publication of the regulation, by the Board, the General Assembly and the Governor, of objections raised.

**I. Public Comment**

Interested persons are invited to submit written comments, suggestions or objections regarding the proposed amendments to Dorna Thorpe, Board Administrator, State Architects Licensure Board, 116 Pine Street, Post Office Box 2649, Harrisburg, Pennsylvania 17105-2649, within thirty days of publication of this proposed rulemaking. Please reference No. 16A-414 (Fees), when submitting comments.

**ANNEX A**

**TITLE 49. PROFESSIONAL AND VOCATIONAL STANDARDS  
PART I. DEPARTMENT OF STATE  
SUBPART A. PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
CHAPTER 39. STATE ARCHITECTS LICENSURE BOARD**

**FEES**

**§9.3. Fees.**

(a) The cost of the ARE is \$980. The fee for each portion is:

Predesign.....	\$ 92
Site Planning.....	\$129
Building Planning.....	\$155
Building Technology.....	\$145
General Structures.....	\$108
Lateral Forces.....	\$ 79
Mechanical and Electrical.....	\$ 83
Material and Methods.....	\$ 90
Construction Documents and Services.....	\$ 99
(b) Initial license.....	[\$ 30] <u>\$ 40</u>
(c) Reciprocal license <u>with NCARB Certification</u> .....	[\$ 20] <u>\$ 30</u>
<u>Reciprocal license without NCARB Certification</u> .....	<u>\$ 50</u>
(d) Certification of licensure, <u>registration or scores</u> .....	[\$ 15] <u>\$ 25</u>
(e) Biennial renewal of license.....	\$ 50
(f) Reactivation of lapsed or expired license.....	[\$ 5] <u>\$ 30</u>
(g) <u>Firm practice registration or modification</u> .....	<u>\$ 50</u>
(h) <u>License or registration verification</u> .....	<u>\$ 15</u>

## FEE REPORT FORM

Agency: State - BPOA

Date: 01/21/99

Contact: David Williams

Phone No. 783-7194

### Fee Title, Rate and Estimated Collections:

License Reactivation Fee = \$30.00

Estimated Biennial Revenue: \$ 2,250.00 (75 applications x \$30.00)

### Fee Description:

The fee will be charged to each applicant who requests reactivation of an expired license. **This fee is charged in addition to the appropriate biennial renewal fee.**

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process an application for reactivation of an inactive license and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff- review application:	(.50/hr)	10.15
Administrative Overhead:		<u>17.78</u>
	Total Estimated Cost:	\$27.93
	Proposed Fee:	\$30.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$30.00 be established to process an application for reactivation of an inactive license. **This fee is charged in addition to the appropriate biennial renewal fee**

Staff receives application, reviews for completeness, contacts applicant to request any missing information, researches computer and/or microfilm files to retrieve pertinent information and verifies period of non-practice to ensure compliance with the Act and Regulations, issues registration for current cycle through computer.

## FEE REPORT FORM

**Agency:** State - BPOA **Date:** 01/21/99  
**Contact:** David Williams  
**Phone No.** 783-7194

### Fee Title, Rate and Estimated Collections:

Application for License by Reciprocity (with NCARB Certification): \$30.00  
Estimated Biennial Revenue: \$ 6,000.00 (200 applications x \$30.00)

### Fee Description:

The fee will be charged to each applicant for license by reciprocity as a Registered Architect when the applicant has NCARB certification.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process an application for license by reciprocity as a Registered Architect and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff- review application:	(.50/hr)	10.15
Administrative Overhead:		<u>17.78</u>
	Total Estimated Cost:	\$27.93
	Proposed Fee:	\$30.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$30.00 be established to review an application for license by reciprocity as a Registered Architect (with NCARB Certification).

Staff receives application, reviews for completeness, contacts applicant to request any missing information. Verifies NCARB certification, confirms that all requirements are met, issues license through computer or issues discrepancy notice.

## FEE REPORT FORM

Agency: State - BPOA Date: 01/21/99  
Contact: David Williams  
Phone No. 783-7194

### Fee Title, Rate and Estimated Collections:

Fee to Register or Amend Firm Practice Registration: \$50.00  
Estimated Biennial Revenue: \$ 7,500.00 (150 applications x \$50.00)

### Fee Description:

The fee will be charged to each applicant to register or amend registration of an architectural firm.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process an application to register or amend the registration of a registered architectural firm and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff- review application:	(.50/hr)	10.15
Averaged Cost - board meeting review		18.50
Administrative Overhead:		<u>17.78</u>
Total Estimated Cost:		\$46.43
Proposed Fee:		\$50.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$50.00 be established to review an application to register or amend the registration of a registered architectural firm.

Staff receives application, reviews for completeness, contacts applicant to request any missing information, forwards to board member for technical review and recommendation to approve or reject. Following review by board member, application is presented to full board for vote, staff issues registration through computer or prepares letter of denial. About 10% of the applications require review and evaluation by full board due to complexity of ownership structure. The cost of this additional review has been averaged over the total number of applications anticipated in a biennial cycle adding \$18.50 to the processing costs.

## FEE REPORT FORM

Agency: State - BPOA Date: 01/21/99  
Contact: David Williams  
Phone No. 783-7194

### Fee Title, Rate and Estimated Collections:

Application for License by Reciprocity (without NCARB Certification): \$50.00  
Estimated Biennial Revenue: \$ 2,500.00 (50 applications x \$50.00)

### Fee Description:

The fee will be charged to each applicant for license by reciprocity as a Registered Architect when the applicant does not have NCARB Certification.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process an application for license by reciprocity as a Registered Architect and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff- review application:	(1.00/hr)	20.30
Board Member - technical review of qualifications	(.50/hr)	4.00
Board Meeting - vote to approve or deny	(.02/hr)	5.02
Administrative Overhead:		<u>17.78</u>
	Total Estimated Cost:	\$47.10
	Proposed Fee:	\$50.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$50.00 be established to review an application for license by reciprocity as a Registered Architect (without NCARB certification).

Staff receives application, reviews for completeness, contacts applicant to request any missing information. Forwards application to board member for technical review of qualifications and recommendation to full board, board votes to approve or deny license, staff issues license through computer or issues discrepancy notice.

## FEE REPORT FORM

**Agency:** State - BPOA

**Date:** 01/21/99

**Contact:** David Williams

**Phone No.** 783-7194

### **Fee Title, Rate and Estimated Collections:**

Certification of Scores, License or Registration: \$25.00

Estimated Biennial Revenue: \$6,000.00 (240 certifications x \$25.00)

### **Fee Description:**

The fee will be charged to every applicant who requests certification of scores, license or registration.

### **Fee Objective:**

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process a request for certification and (2) defray a portion of the Board's administrative overhead.

### **Fee-Related Activities and Costs:**

Staff time- process request for certification (.75 hr) 15.23

Bureau Average Administrative Overhead: 9.76

Total Estimated Cost: \$24.99

Proposed Fee: \$25.00

### **Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$25.00 be established for certification of scores, license or registration.

**Page 2**

**Certification of Scores**

**Date:**

Board Staff: Reviews request for certification; researches computer and microfilm files to retrieve pertinent information, transfers that information onto document submitted by requester, affixes Bureau seal onto documents, forwards as instructed by applicant.

## FEE REPORT FORM

**Agency:** State - BPOA **Date:** 01/21/99  
**Contact:** David Williams  
**Phone No.** 783-7194

### Fee Title, Rate and Estimated Collections:

Initial License Fee = \$40.00  
Estimated Biennial Revenue: \$10,000 (250 applications x \$40.00)

### Fee Description:

The fee will be charged to each applicant for licensure as a Registered Architect.

### Fee Objective:

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process an application for licensure as a Registered Architect and (2) defray a portion of the Board's administrative overhead.

### Fee-Related Activities and Costs:

Board Staff- review application:	(1.00/hr)	20.30
Administrative Overhead:		<u>17.78</u>
	Total Estimated Cost:	\$38.08
	Proposed Fee:	\$40.00

### Analysis, Comment, and Recommendation:

It is recommended that a fee of \$40.00 be established to review an application for licensure as a Registered Architect.

Staff receives application, reviews for completeness, contacts applicant to request any missing information. When application is complete, staff notifies applicant of approval to begin scheduling for the Architect Registration Examination (ARE). After all parts are successfully completed, a license is issued.

## FEE REPORT FORM

**Agency:** State - BPOA **Date:** 01/21/99  
**Contact:** David Williams  
**Phone No.** 783-7194

### **Fee Title, Rate and Estimated Collections:**

Verification of License or Registration: \$15.00  
Estimated Biennial Revenue: \$3,000.00 (200 verifications x \$15.00)

### **Fee Description:**

The fee will be charged to every applicant who requests verification of a license or registration .

### **Fee Objective:**

The fee should (1) offset the identifiable costs incurred by the State Architects Licensure Board to review and process a request for verification and (2) defray a portion of the Board's administrative overhead.

### **Fee-Related Activities and Costs:**

Staff time- process request for verification	(.08 hr)	1.62
Bureau Average Administrative Overhead:		9.76
	Total Estimated Cost:	<u>\$11.38</u>
	Proposed Fee:	\$15.00

### **Analysis, Comment, and Recommendation:**

It is recommended that a fee of \$15.00 be established for verification of license or registration.

**Page 2**

**Verification of License or Registration**

**Date: 01/21/99**

Board Staff: Reviews request for verification, researches computer, microfilm or other files to retrieve pertinent information, transfers that information onto document submitted by requester, affixes Bureau seal onto documents, forwards as instructed by applicant.



COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS  
STATE ARCHITECTS LICENSURE BOARD

(717) 783-3397

116 PINE STREET  
P. O. BOX 2649  
HARRISBURG, PA  
17105-2649

July 22, 1999

The Honorable John R. McGinley, Chairman  
Independent Regulatory Review Commission  
14<sup>th</sup> Floor, HARRISTOWN 2  
333 Market Street  
Harrisburg, PA 17101

RE: Proposed Regulation  
State Architects Licensure Board  
Fees: 16A-414

Dear Chairman McGinley:

Enclosed is a copy of a proposed rulemaking package of the State Architects Licensure Board pertaining to fees.

The Board will be pleased to provide whatever information your Committee may require during the course of its review of the rulemaking.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert J. Crouner".

Robert J. Crouner, R.A., President  
State Architects Licensure Board

RJC:LP:apm  
Enclosures

cc: Hon. Kim Pizzingrilli, Secretary of the Commonwealth  
Department of State  
C. Michael Weaver, Deputy Secretary of Regulatory Programs  
Department of State  
Steven V. Turner, Chief Counsel  
Department of State  
Joyce McKeever, Deputy Chief Counsel  
Department of State  
Dorothy Childress, Commissioner  
Bureau of Professional and Occupational Affairs  
Ruth D. Dunnewold, Senior Counsel in Charge  
Bureau of Professional and Occupational Affairs  
Leo Pandeladis, Counsel  
State Architects Licensure Board  
State Architects Licensure Board

**TRANSMITTAL SHEET FOR REGULATIONS SUBJECT TO THE  
REGULATORY REVIEW ACT**

[RECEIVED]

I.D. NUMBER: 16A-414  
 SUBJECT: State Architects Licensure Board - Fees  
 AGENCY: DEPARTMENT OF STATE

99 JUL 22 PM 12: 10

REGULATORY REVIEW ACT  
 HOUSE OF REPRESENTATIVES

**TYPE OF REGULATION**

- X Proposed Regulation
- Final Regulation
- Final Regulation with Notice of Proposed Rulemaking Omitted
- 120-day Emergency Certification of the Attorney General
- 120-day Emergency Certification of the Governor
- Delivery of Tolled Regulation
  - a. With Revisions
  - b. Without Revisions

**FILING OF REGULATION**

DATE	SIGNATURE	DESIGNATION
7-22-99	Lori A. Clark	HOUSE COMMITTEE ON PROFESSIONAL LICENSURE
7/22/99	Charlotte C. Koser	
7/22/99	David E. Zully	SENATE COMMITTEE ON CONSUMER PROTECTION AND PROFESSIONAL LICENSURE
7/22/99	Kenn C. Garner	INDEPENDENT REGULATORY REVIEW COMMISSION
		ATTORNEY GENERAL
7/22/99	Mayra Ozaes	LEGISLATIVE REFERENCE BUREAU

June 24, 1999