

Ohio Architects Board

Rule Making Procedures/ Public Participation

MISSION STATEMENT

The Ohio Board of Examiners of Architects, appointed to a leadership role in the profession of architecture, is dedicated to the promotion and protection of the health, safety & welfare of the citizens of Ohio by:

- Establishing and maintaining high standards for architectural registration, practice and professional conduct;
 - Proactively enforcing the laws and rules governing the practice of architecture;
 - Communicating with and educating the public and profession concerning the practice of architecture.
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The Board

The Ohio Architects Board was established in 1931 to regulate the practice of architecture in Ohio. The Board is composed of five architects appointed by the Governor who have been in practice in Ohio for more than ten years prior to their appointment. Terms of the members are five years. From the membership, the Board selects a president, vice president, secretary and assistant secretary. The Board selects an executive director and other staff as required to carry out the duties of the Board.

Rule-making Authority

Section 4703.02 of the Revised Code authorizes the Board to adopt, promulgate, and enforce rules governing the standards of education, service, conduct, and practice to be followed in the practice of the profession of architecture, including rules for enforcement. The Board is also required to adopt rules governing the standard of practice, requirements regarding the financial responsibility, and professional liability insurance.

Board Meetings

The Board meeting schedule is published on the Board website at <http://www.arc.ohio.gov/calendar.stm> All meetings are open to the public and anyone interested is welcome and encouraged to attend. The Board encourages anyone with suggestions about its operation, procedures, rules, policies to contact the Board anytime. Anyone wishing to discuss issues relating to the practice of architecture which relate to the public health, safety and welfare are always welcome to contact the Board by phone, letter, fax or e-mail. All correspondence is carefully considered.

Rule Making Procedures Ohio Architects Board

Procedures

When there is a need to adopt, amend or rescind rules due to legislative actions, changes in the practice or other influences, the Board prepares new proposed rules or amendments to existing rules which it approves for consideration through a Board action that is recorded in the Minutes of the Board. Copies of the proposed rules or amendments are submitted to the Joint Committee on Agency Rule Review, the Legislative Service Commission, the Secretary of State and the Small Business Authority. A date is selected for a public hearing that is advertised in the "Register of Ohio" and other means where appropriate and accessible. The date for the public hearing is established at between the 31st and 40th day after filing. If the public hearing results in opposition or controversy over the proposed rules, the Board will take the concerns under consideration and make changes where appropriate and revise or re-file the rule with language that is found to be more suitable or withdraw the rule. The Joint Committee on Agency Rule Review (JCARR) has jurisdiction over the proposed rules for 65 days during which time the rules are reviewed to assure they are within the purview of the statutes and meet other requirements of Ohio law. After the jurisdiction of JCARR ends, the Board may adopt the rule in its final form and select the date the rule is to become effective at least ten days hence and file the rule in its final form with JCARR, LSC and the Secretary of State.

Public Awareness

The Board seeks to provide information to architects and to the public concerning its activities in several ways. An electronic newsletter is published periodically. Past newsletters are posted on the Board's website. The Board maintains a website which is a principal source of information. Minutes of the Board meetings are always available to anyone requesting them. Anyone wanting meeting dates and meeting agendas can have their name placed on a mailing list to receive advance notice. Meeting dates are also provided to the Statehouse newsroom.

Contacting the Board

The Board office is located on the 16th floor of the Vern Riffe Center at 77 South High Street in Columbus. Office hours are from 8:00 AM to 5:00 PM, Monday through Friday.

Mailing address: Ohio Architects Board
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