

## RULEMAKING NOTICE FORM

Notice Number _____	Rule Number _____	<b>Arch 100 various</b>
1. Agency Name & Address:  <b>Board of Architects c/o Office of Professional Licensure &amp; Certification 7 Eagle Square Concord, NH 03301</b>	2. RSA Authority: <b>RSA 541-A:16, I(a)</b> 3. Federal Authority: <b>n/a</b> 4. Type of Action: Adoption _____ Repeal <b>X</b> _____ Readoption _____ Readoption w/amendment <b>X</b> _____	
5. Short Title: <b>Definitions, Organization, and Public Information</b>		

## 6. (a) Summary of what the rule says and of any proposed amendments:

**Arch 102.01 describes the terms used in the architects' administrative rules and is being readopted with amendment to remove the definition of "Executive Director".**

**Arch 103.04 describes the staff of the Board and is being repealed.**

**Arch 103.05 describes the organization of the Board is being readopted with amendment to reflect the Board's law, RSA 310-A:29, IV.**

**Arch 103.06 describes the seal of the Board and is being readopted with amendment to change the seal of the Board to be the standard seal used by all the Board's under OPLC.**

**Arch 104.01 describes record of Board actions and is being readopted with amendment to change the amount of time the Board must respond to a request for a copy of the draft minutes from 144 hours to 5 days.**

**Arch 104.02 describes custody of Board records and is being readopted with amendment to remove the fees for copies.**

**Arch 104.03 describes the roster distribution and is being repealed.**

**Arch 105.02 describes a quorum of the Board and is being readopted with amendment to change the quorum from not less than 3 members to a majority of the appointed members.**

**Arch 105.03 describes the order in which the Board shall conduct their meetings and is being repealed.**

**Arch 105.04 describes the Roberts Rules the Board follows and is being repealed.**

**Arch 105.05 describes tentative decisions of the Board and is being repealed.**

6. (b) Brief description of the groups affected:

**The groups affected by these rule changes are those individuals applying for a license as an architect, those licensed as an architect, and the Board.**

6. (c) Specific section or sections of state statute or federal statute or regulation which the rule is intended to implement:

<b>RULE</b>	<b>STATUTE(S) IMPLEMENTED</b>
Arch 102	RSA 541-A:5
Arch 102.01 intro & (e) renumbered as (d)	RSA 310-A:32, I, (1)
Arc 103.04 (repeal)	RSA 310-A:29; 541-A:16, I(a)
Arch 103.04 (formerly Arch 103.05)	RSA 310-A:29; 541-A:16, I(a)
Arch 103.05 (formerly Arch 103.06)	RSA 310-A:29; 541-A:16, I(a)
Arch 104	RSA 310-A:29; 541-A:16, I(a)
Arch 104.03 (repeal)	RSA 310-A:29; 541-A:16, I(a)
Arch 105.02	RSA 310-A:29; RSA 541-A:16, I(a)
Arch 105.03 through Arch 105.05 (repealed)	RSA 310-A:29; RSA 541-A:16, I(a)

7. Contact person for copies and questions including requests to accommodate persons with disabilities:

Name: **Tina Kelley**

Title: **Program Specialist IV**

Address: **Office of Professional  
Licensure and Certification  
7 Eagle Square  
Concord, NH 03301**

Phone #: **(603) 271-5247**

Fax#: **None**

E-mail: **OPLC-Rules@oplc.nh.gov**

TTY/TDD Access: Relay NH 1-800-735-2964 or  
dial 711 (in NH)

8. Deadline for submission of materials in writing or, if practicable for the agency, in the electronic format specified: **Monday, April 17, 2023 at 4:00 p.m.**

☐ Fax

☒ E-mail

☐ Other format (specify):

9. Public hearing scheduled for:

Date and Time: **Friday, April 7, 2023 at 9:00 a.m.**

Place: **Office of Professional Licensure and Certification  
7 Eagle Square  
Concord NH 03301**

10. Fiscal Impact Statement (Prepared by Legislative Budget Assistant)

FIS # 23:043, dated 2-16-2023

1. **Comparison of the costs of the proposed rule(s) to the existing rule(s):**

There is no difference in costs when comparing the proposed rules to the existing rules.



**2. Cite the Federal mandate. Identify the impact on state funds:**

No federal mandate, no impact on state funds.

**3. Cost and benefits of the proposed rule(s):**

**A. To State general or State special funds:**

None

**B. To State citizens and political subdivisions:**

None

**C. To independently owned businesses:**

None

11. Statement Relative to Part I, Article 28-a of the N.H. Constitution:

**These rules do not violate Part I, Article 28-a of the New Hampshire Constitution. These rules do not mandate or assign this program to any political subdivision in any way.**