



Landscape Architecture Licensure Laws

ASLA Summary of Provisions

OHIO

Ohio Statutes: Section 4703.30, et seq.

Ohio Administrative Code: Section 4703:1-1-01, et seq.

Type of Law: Practice/title act.

Landscape Architects Board

Three landscape architects, one licensed design professional and one public member appointed by the Governor. The board uses the facilities and staff of the Board of Architectural Examiners. All revenues and expenditures go through a rotary fund called the 4K9 fund, which is also used by the majority of the professional licensing boards.

Powers: Adopt, amend, and enforce rules governing the standards for education, experience, services, conduct, and practice to be followed in the practice of the profession of landscape architecture.

Definitions

Landscape architect, professional landscape architect and registered landscape architect: A person who has been licensed as a landscape architect under the law.

Landscape architecture: The preparation of master, site, and comprehensive development plans, the preparation of feasibility and site selection studies, and the supervision of the performance of projects thereon, in accordance with the accepted professional standards of public health, welfare, and safety, where the dominant purpose of such service involves: (a) the preservation, conservation, enhancement, or determination of proper land and water uses, natural land features, ground cover and plantings, naturalistic and aesthetic values, natural systems, reforestation, restoration, and reclamation; (b) the determination of settings, grounds, and approaches for buildings and structures or other improvements; the determination of environmental problems of land relating to erosion and sediment control, flooding, blight and other hazards; the shaping and contouring of land and water forms; the determination of grades; and the determination of surface and ground water drainage and providing for drainage systems where such systems do not require structural design of system components or a hydraulic analysis of the receiving storm water conveyance system; and (c) the development of roadways and parkways, equestrian, bicycle, and pedestrian circulation systems, sidewalks, parking, planting, pools, irrigation systems, and other ancillary elements, for public and private use and enjoyment. Includes the preparation of construction documents, provided that these are limited to and are necessary for projects within the scope of the practice of landscape architecture. Also incorporates the following services as they relate to the practice of landscape architecture: (a) construction observation; (b) project coordination and review of technical submissions, plans, and construction documents; (c) collaboration with architects and professional engineers in the design of streets, highways, bridges, buildings, and structures with respect to the functional and aesthetic requirements of the area in which such facilities are to be placed. Landscape architecture includes the location and arrangement of such tangible objects and features as are incidental and necessary to the purposes outlined in this section, but does not include the design of structures or facilities with separate and self-contained purposes for habitation or industry, or the design of streets and highways, utilities, storm and sanitary sewers, and water and sewage treatment facilities, such as are exclusive to the practice of engineering or architecture.

Specifies that a landscape architect shall undertake to perform professional services only when the landscape architect is qualified by education, training, and experience in the specific technical areas involved. Does not prohibit a landscape architect from engaging individuals performing services outside the scope of the landscape architect's qualifications as consultants.

Note: Bracketed [] material is drawn from regulations.

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Design-build: a project delivery system for improvements to real property by which a person is solely responsible contractually as a contractor, as defined by law, to an owner for both the design and construction of the improvement, which design and construction may include a performance-based specification established by the owner rather than a specific design as an improvement goal.

[Direct supervision: the degree of supervision by a person overseeing the work of another, whereby both perform their work in the same office, where personal contact is routine, and whereby the supervisor has both control over and detailed professional knowledge of the work prepared under his/her supervision.]

Exemptions

Interprofessional practice: The law is not intended to restrict or otherwise affect the right of any individual to practice architecture or engineering nor does it exclude architects or engineers from the practice of landscape architecture as is incidental to their practices.

Exempt persons and activities:

- Any individual engaged in the occupation of growing or marketing nursery stock, or using the title nurseryperson, landscape nurseryperson, gardener, landscape gardener, landscape designer, general contractor, landscape contractor, land developer, golf course architect, or golf course designer. Such individuals may not practice landscape architecture or use the title landscape architect unless licensed to do so. Such individuals may provide drawings or graphic diagrams that are necessary for the proper layout of the vendor's goods or materials for public or private land or arranging for the installation of the goods or materials.
- Permits landscape designers to engage in the design of spaces utilizing plant materials and ancillary paving and building materials or arranging for the installation of such materials.
- Does not prohibit an individual from designing or preparing drawings or specifications for any real property owned by the individual.
- Provides an exemption for design-build contracts as follows. Any person performing labor or providing services pursuant to a construction contract may offer or provide landscape architectural services in connection with the person's other labor or services if all of the following apply: (1) the person employs a licensed landscape architect or enters into a contract with a business entity certified to provide landscape architectural services; (2) the person intending to perform the actual construction of an improvement to real property as part of a design-build contract offers the landscape architectural services; (3) the contractor, the licensed landscape architect, or the certified business entity meets the statutory requirements when design-build services are provided to a public authority. No person without a certificate of authorization shall offer landscape architectural services or engage in the practice of landscape architecture pursuant to any construction contract whose terms are to be performed by another person or represent to the public that the person engages in the practice of landscape architecture or provides landscape architectural services without a valid certificate of authorization.

Eligibility Requirements – Initial Licensure

Applicants must pass a written examination. To be eligible for examination an applicant must have:

- Obtained a LAAB accredited professional degree in landscape architecture.
- Completed three years of practical experience in the office of and under the direct supervision of a licensed landscape architect, or equivalent experience, as determined by the board, provided however, that at least one year of the practical experience or its equivalent must have been completed subsequent to the completion of the educational requirements.

In lieu of the three-year experience requirement, an applicant may complete the requirements for training under an internship program established by the board that includes, but is not limited to training in design

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and construction documents, and contract administration and office management or has equivalent experience that is acceptable to the board.

[The experience must be in areas directly related to landscape architecture and include experience in design, contract documents, contract administration, and office management. Experience will be credited as follows apply: experience directly related to landscape architectural work under the direct supervision of a landscape architect (100%; no limit); experience in the employment of government agencies, architects, civil engineers, city or regional planners, landscape design-build in areas directly related to landscape architecture under the direct supervision of a landscape architect (100%; no limit); or experience in the employment of government agencies, architects, civil engineers, city or regional planners, landscape design-build in areas directly related to landscape architecture when not under the direct supervision of a landscape architect (50%; 1 year limit). A graduate degree in landscape architecture when that degree is preceded by an accredited undergraduate landscape architecture degree can substitute for one year of experience.]

[Fee: Application, \$50. Initial license, \$10. Biennial renewal, \$125.]

Eligibility Requirements – Reciprocal Licensure

Licensure in another state or country in which the qualifications, at the time of licensure, were substantially equal, in the opinion of the board, to the licensure requirements of Ohio. The board [shall] require that a reciprocity applicant hold a current CLARB certificate in good standing. [The applicant must submit their current CLARB Certificate and Council Record.]

[Fee: Initial license, \$200. Biennial renewal, \$125.]

Practice Entities

A firm, partnership, association, limited liability company, or corporation (entity) may provide landscape architectural services as long as the services are provided only through persons licensed to provide those services. No entity may provide landscape architectural services, hold itself out to the public as providing landscape architectural services, or use a name including the word landscape architect or any modification or derivation of the word, unless the entity meets all the requirements of the board. Generally, but with specific exceptions, it is required that entities providing landscape architectural services have more than fifty percent of their principal owners (as defined for each type of entity) licensed (in Ohio or another state) as professional engineers, surveyors, architects, or landscape architects or a combination of those professions. Entities providing landscape architectural services must designate one or more licensees who are partners, managers, members, officers, or directors as being in responsible charge of the professional landscape architectural activities and decisions. All corporations providing landscape architectural services must receive a certificate of authorization from the board. Further, the board may require any firm, partnership, association, or limited liability company that provides landscape architectural services to obtain a certificate of authorization. [The definition of firm includes sole proprietorships.]

A landscape architect or landscape architecture firm maintaining more than one place of business for the practice of landscape architecture must have a resident licensed landscape architect in responsible charge of the landscape architecture activities of each office in this state. "Resident" is defined as someone who spends a majority of their normal working time in said office (at least 30 hours/week). The firm shall inform the board of the name of the resident landscape architect in charge of the professional landscape architecture activities of each separate place of business.

Firm names: When personal names of landscape architects are used in the name of a firm, only names of living licensees or former licensed members of the firm (now retired or deceased) may be used. In the case of the latter, information regarding their status must appear in the firm's letterhead. A sole proprietorship or

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firm otherwise qualified to practice in Ohio is permitted to practice under a name that does not include the names of registered principals. Names that tend to deceive or confuse the public or that are unreasonably similar to the name of another sole proprietorship or firm will not be permitted. Any non-resident firm legally engaged in the practice of landscape architecture in the jurisdiction of its origin may retain its identity upon obtaining a certificate of authorization in Ohio.

[Fee: Initial certificate, \$100. Annual renewal, \$50.]

Seal Requirements

All professional documents, including maps, plans, designs, drawings, specifications, estimates, and reports issued by a licensee may be stamped only while the license is in full force and effect. [Firms consisting of more than one landscape architect may use a single seal identifying each principal in a manner approved by the board.]

Enforcement

Board powers: Administer oaths, take depositions, issue subpoenas to compel the attendance of witnesses and the production of evidence and investigate allegations of violations of the law. The attorney general is the board's legal advisor.

Department powers: Refuse to issue a license or certificate of authorization; refuse to renew a license or certificate; suspend for a period not exceeding one year or revoke a license, certificate of authorization or a temporary permit.

Prohibitions/penalties: The board may take disciplinary action when an individual: has obtained or attempted to obtain a license, or a certificate of authorization by fraud or material misrepresentation or by false oath or affirmation; is impersonating or has attempted to impersonate a landscape architect or a former landscape architect; is found by the board to have violated any rule governing the standards for education, experience, services, conduct, and practice or any rule adopted by the board; is found by the board to have been guilty of fraud, deceit, or gross negligence in the practice of landscape architecture or in providing landscape architectural services; has affixed his or her signature to plans, drawings, specifications, or other professional documents which have not been prepared by him or her or under his or her immediate and responsible direction or has permitted his or her name to be used for the purpose of assisting an unlicensed person to evade the law.

Violations are punishable by a fine of not less than \$50 nor more than \$200 for the first offense and each subsequent offense is punishable by a fine of not less than \$200 nor more than \$500.

Prohibitions/penalties for unlicensed practice: It is unlawful for an unlicensed person to engage in the practice of landscape architecture or use the title of landscape architect, professional landscape architect, or registered landscape architect, or any title, sign, card, or device indicating, or tending to indicate, or represent in any manner that he or she is a landscape architect. Violations are punishable by a fine of not less than \$50 nor more than \$200 for the first offense and each subsequent offense is punishable by a fine of not less than \$200 nor more than \$500.

Mandatory Continuing Education

Ohio requires landscape architects to complete 24 contact hours of continuing education for each biennial renewal period.

- One contact hour = at least 50 minutes of instruction

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- All courses must include technical and practical applications that impact the public health, safety, and welfare, plus also maintain, improve, expand, or enhance the quality of existing technical knowledge, fill voids that may exist in professional education and training, or develop new and relevant technical profession skills and knowledge
- 16 hours must be in structured activities with topics that impact public health, safety, and welfare, defined as topics in which at least 75% of the subject matter applies to the principles of mathematical, physical and social sciences in consultation, evaluation, planning, design (including, but not limited to the preparation and filing of plans, drawings, specifications, and other documents), and administration of contracts relative to projects principally directed at the functional and aesthetic use and preservation of land. Acceptable subjects include: building codes; code of ethics; codes, acts, laws, and regulations governing the practice of landscape architecture; construction administration, including construction contracts; construction documents; design of environmental systems; environmental process and analysis; erosion control methods; grading; horticulture; irrigation methods; land planning and use; landscape preservation, landscape restoration and adaptive reuse; lateral forces; natural hazards-impact of earthquake, hurricane, fire, or flood related to site design; pedestrian and vehicular circulation; planting design; resource conservation and management; roadway design principles; site accessibility, including Americans with Disabilities Act standards for accessible site design; site and soils analysis; site design and engineering, including materials, methods, technologies, and applications; site security and safety; storm water management, surface and subsoil drainage; structural systems considerations; surveying methods and techniques as they affect landscape architecture; sustainable design, including techniques related to energy efficiency; use of site materials and methods of site construction; vegetative management; wetlands; zoning as it relates to the improvement and/or protection of the public health, safety, and welfare.
- The following topics are not considered HSW topics: accounting/financial planning; basic AutoCAD; expanding a design professional's business; general office management; insurance; laws relating to arbitration, mediation, liens, real estate, real estate development; limiting the design professional's liability; marketing and public relations; personal development; project management related to profitability and maximizing fees; risk management; or succession planning.
- Structured educational activities means organized educational activities in which at least 75% of the activity's content and instructional time is devoted to subject matter related to the practice of landscape architecture, including seminars, classes, workshops, conferences and the like, and provided by qualified individuals or organizations, whether delivered by direct contact or distance learning methods.

Activities:

- Acceptable activities include those that increase the landscape architect's knowledge and/or understanding of technical or professional subjects and contribute directly to the improvement of the landscape architect's professional knowledge and competence to practice landscape architecture.
- Activities provided by the following are automatically accepted: LA CES; ASLA; CLARB; Ohio Board of Landscape Architect Examiners; ULI; American Nurseryman's Association; APA; NSPE; NRPA; AIA; federal/state agency training in landscape architecture or related field; college coursework in landscape architecture or related field; other related technical/professional societies or organizations, including local, state or regional affiliates, chapters, components or sections whose programs have been certified by any of these organizations.
- Graduate/undergraduate level course at an accredited institution (12 CH for 1 hour of academic credit)
- Course, program, seminar, conference, workshop or similar event presented/sponsored/approved by an accredited institution of higher learning or a professional organization (1 CH for 1 hour of

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instruction). These courses must be qualified/certified by one of the organizations listed above (LA CES, ASLA, CLARB, etc.).

- Teaching a graduate/undergraduate course, on a part-time basis, in landscape architecture in a landscape architecture program (12 CH for 1 hour of academic credit; after first year, maximum credit may not exceed more than 50% of the required continuing education credit for the renewal period)
- Authoring relevant published papers, articles, or books. (1 CH for paper, article, or book)
- Receiving a patent award (1CH per patent award).
- Actively participating in professional or technical societies serving the landscape architecture profession (not eligible for HSW credit).

Reciprocity:

- A licensee may submit evidence of completion of CE requirements in another jurisdiction in subject matter required by Ohio. The licensee will receive 1 CH of credit for each hour reported to another jurisdiction.

Recordkeeping: Licensees [must maintain a written record](#) of all continuing education activity for a six-year period. Appropriate records include: (1) certificate of attendance or completion; (2) activity description; (3) transcripts/records of credits maintained by providers who may qualify/certify such records and activities; (4) other documentation that verifies the content and time of the activity.

Exemptions:

- New licensees in the first renewal period if it is less than two years from the original date of licensure (does not apply to reciprocal licensees)
- Licensees on active duty in the U.S. Armed Forces, where such activity restricts participation in CE activities
- Licensees experiencing physical disability, illness or other extenuating circumstances may request exemption from board
- Emeritus status licensees

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