



**HYBRID (IN-PERSON/VIRTUAL)
RULES COMMITTEE
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS,
AND REGISTERED INTERIOR DESIGNERS
N208, 4822 Madison Yards Way, Madison
Contact: Will Johnson (608) 266-2112
April 1, 2026**

The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions of the Committee.

AGENDA

9:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

- A. Adoption of Agenda (1-2)**
- B. Approval of October 1, 2025 (3-4)**
- C. Administrative Matters**
 - 1. Department, Staff and Committee Updates
 - 2. 2026 Meeting Dates (5)**
 - 3. Election of Officers (6)**
 - 4. Committee Membership
 - a. Committee Members:
 - 1. Douglas, Gregory – Architect Section
 - 2. Fedderly, Daniel J. – Prof. Land Surveyor Section
 - 3. Hook, Steven J. – Public Member
 - 4. Myers, Dennis – Public Member
 - 5. Sina, Christopher – Landscape Architect Section
 - 6. Szeklinski, Genevieve D. – Registered Interior Designer Section
 - b. Alternate Members
 - 1. Einwalter, Tim – Architect Section Alternate
 - 2. Martin, Christina C. – Prof. Land Surveyor Section Alternate
 - 3. Stroebel, Robin – Registered Interior Designer Section Alternate
 - 4. Tweed, Steven – Designer Section Alternate
 - 5. Designated Representative – Prof. Engineer Section
- D. 9:00 A.M. Preliminary Public Hearing on Scope Statement SS 78-025, A-E 6, relating to Land Surveyor Examination Requirements (7-8)**
- E. 9:00 A.M. Public Hearing on Rule A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization (9)**

F. Administrative Rule Matters – Discussion and Consideration (10-22)

1. Discussion of Public Comments on Scope Statement A-E 6 relating to Land Surveyor Examination Requirements **(11-14)**
2. Discussion of Public Comments and Clearinghouse Report for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization **(15-19)**
3. Discussion of Proposed New Scope Statement on A-E 3 and 12 relating to Architects Continuing Education **(20-21)**
4. Pending or possible rulemaking items **(22)**

G. Legislation and Policy Matters – Discussion and Consideration

H. Public Comments

ADJOURNMENT

NEXT MEETING: OCTOBER 7, 2026

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board’s agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE
A-E RULES COMMITTEE
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS
AND REGISTERED INTERIOR DESIGNERS
MEETING MINUTES
OCTOBER 1, 2025**

PRESENT: Gregory Douglas, Daniel Fedderly, Steven Hook, Karl Linck, Dennis Myers
(*arrived at 10:10 a.m.*), Christopher Sina, Genevieve Szeklinski

Karl Linck served as the Engineer Section Representative at this meeting.

ABSENT: Kristine Cotharn

STAFF: Will Johnson, Executive Director; Joseph Ricker, Legal Counsel; Jacob Pelegrin,
Administrative Rule Coordinator; Ashley Sarnosky, Board Administration
Specialist; and other Department Staff

CALL TO ORDER

Daniel Fedderly, Chairperson, called the meeting to order at 10:02 a.m. A quorum was confirmed with six (6) members present.

ADOPTION OF AGENDA

MOTION: Steven Hook moved, seconded by Genevieve Szeklinski, to adopt the Agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 2, 2025

MOTION: Christopher Sina moved, seconded by Steven Hook, to adopt the Minutes from April 2, 2025, as published. Motion carried unanimously.

ADMINISTRATIVE RULE MATTERS

Discussion of Rule Drafting for A-E 2, 3, 4, 5, 8 and 14 relating to Certificates of Authorization

MOTION: Steven Hook moved, seconded by Genevieve Szeklinski, to authorize the Chair of the A-E Rules Committee to approve the preliminary rule draft of A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization for posting for EIA comments and submittal to the Clearinghouse. Motion carried unanimously.

Dennis Myers arrived at 10:10 a.m.

Discussion of New Scope Statement on A-E 6 Relating to Land Surveyor Examination Requirements

MOTION: Dennis Myers moved, seconded by Steven Hook, to authorize the Rules Committee Chair to approve the scope statement revising rules A-E 6 relating to Land Surveyor Examination Requirements for submittal to the Governor's Office and for publication in the Register. Additionally, the Rules Committee authorizes the Chair to approve the scope statement for implementation no less than 10 days after publication. If the Board is directed to hold a preliminary public hearing on the scope statement, the Rules Committee Chair is authorized to approve the required notice of hearing. Motion carried unanimously.

Discussion of a Proposed New Scope Statement on Continuing Education for Architects

MOTION: Gregory Douglas moved, seconded by Steven Hook, to request that DSPS staff draft a scope statement on A-E 3 and 12 relating to Architects Continuing Education. Motion carried unanimously.

ADJOURNMENT

MOTION: Steven Hook moved, seconded by Christopher Sina, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:15 a.m.

**EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND SURVEYORS,
AND REGISTERED INTERIOR DESIGNERS AND SECTIONS
2026 Meeting Dates**

Board/Section/Council	Meeting Date	Start time	Location	Agenda Item Deadline
AE Board	Wednesday, April 1, 2026	11:00 AM	Hybrid	3/20/26
AE Board	Wednesday, October 7, 2026	11:00 AM	Virtual	9/25/26
AE Rules	Wednesday, April 1, 2026	9:00 AM	Hybrid	3/20/26
AE Rules	Wednesday, October 7, 2026	9:00 AM	Virtual	9/25/26
AE: Architect Section	Thursday, March 19, 2026	9:00 AM	Hybrid	3/9/26
AE: Architect Section	Tuesday, October 6, 2026	9:00 AM	Virtual	9/24/26
AE: Professional Engineer Section	Tuesday, March 31, 2026	9:00 AM	Virtual	3/19/26
AE: Professional Engineer Section	Wednesday, June 17, 2026	9:00 AM	Virtual	6/5/26
AE: Professional Engineer Section	Thursday, September 17, 2026	11:00 AM	Virtual	9/7/26
AE: Designer Section	Thursday, March 19, 2026	11:00 AM	Virtual	3/9/26
AE: Designer Section	Thursday, October 1, 2026	11:00 AM	Virtual	9/21/26
AE: Landscape Architect Section	Thursday, March 26, 2026	9:00 AM	Virtual	3/16/26
AE: Landscape Architect Section	Thursday, October 1, 2026	9:00 AM	Virtual	9/21/26
AE: Professional Land Surveyor Section	Tuesday, March 31, 2026	11:00 AM	Virtual	3/19/26
AE: Professional Land Surveyor Section	Thursday, September 17, 2026	9:00 AM	Virtual	9/7/26
AE: Registered Interior Designer Section	Thursday, March 26, 2026	1:00 PM	Virtual	3/16/26
AE: Registered Interior Designer Section	Wednesday, June 17, 2026	1:00 PM	Virtual	6/5/26
AE: Registered Interior Designer Section	Tuesday, October 6, 2026	1:00 PM	Virtual	9/24/26

A-E RULES COMMITTEE
2025 OFFICERS

2025 OFFICER CHART	
Chairperson	Daniel Fedderly
Vice Chairperson	Christopher Sina
Secretary	Dennis Myers

**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Jake Pelegrin Administrative Rules Coordinator		2) Date when request submitted: 1/8/26 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting											
3) Name of Board, Committee, Council, Sections: A-E Rules Committee													
4) Meeting Date: 4/1/26	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? 9:00 AM Preliminary Public Hearing on Scope Statement SS 78-025, A-E 6, relating to Land Surveyor Examination Requirements. 9:00 AM Public Hearing on Rule A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization.											
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A											
10) Describe the issue and action that should be addressed: Attachments: -Notice of Preliminary Public Hearing -Notice of Public Hearing													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%; border-bottom: 1px solid black;"> 11) <i>Jake Pelegrin</i> </td> <td style="width: 40%; text-align: center; border-bottom: 1px solid black;"> Authorization </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Signature of person making this request </td> <td style="text-align: center; border-bottom: 1px solid black;"> 1/8/26 Date </td> </tr> <tr> <td style="border-bottom: 1px solid black;"> Supervisor (if required) </td> <td style="text-align: center; border-bottom: 1px solid black;"> Date </td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"> Executive Director signature (indicates approval to add post agenda deadline item to agenda) </td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;"> Date </td> </tr> </table>				11) <i>Jake Pelegrin</i>	Authorization	Signature of person making this request	1/8/26 Date	Supervisor (if required)	Date	Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
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Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.													

Notice of Preliminary Public Hearing

The Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers announces that it will hold a preliminary public hearing on the proposed Scope Statement SS 078-25. This proposed scope statement addresses rule A-E 6 relating to Land Surveyor Examination Requirements. The hearing will be at the time and place shown below.

Hearing Information

Date: April 1, 2026

Time: 9:00 A.M.

Location: Information concerning the location of the hearing will be available at:

<https://dsps.wi.gov/Pages/BoardsCouncils/AE/Meetings.aspx>

Appearances at the Hearing and Submittal of Written Comments

The scope may be reviewed and comments submitted at:

[Statements of Scope](#)

Comments may also be submitted to Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Office of Chief Legal Counsel, P.O. Box 14497, Madison, WI 53708-0497, email at DSPSAdminRules@wisconsin.gov.

Comments must be received at or before the public hearing to be included in the record of rulemaking proceedings.

Initial Regulatory Flexibility Analysis

The proposed rule will not have an effect on small businesses, as defined under s. 227.114 (1).

Agency Small Business Regulatory Coordinator

The Department's Regulatory Review Coordinator may be contacted at

Jennifer.Garrett@wisconsin.gov or by calling (608) 266-2112.

This Notice of Preliminary Hearing on Statement of Scope is approved by:

Daniel J. Fedderly, P.E.; P.L.S.
Rules Committee Chair

D F12/03/2025
Date

Notice of Public Hearing

The Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers announces that it will hold a public hearing on the rule revising A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization, at the time and place shown below.

Hearing Information

Date: April 1, 2026

Time: 9:00 A.M.

Location: Information concerning the location of the hearing will be available at:

<https://dsps.wi.gov/Pages/BoardsCouncils/AE/Meetings.aspx>

Appearances at the Hearing and Submittal of Written Comments

The rule may be reviewed and comments submitted at:

<http://docs.legis.wisconsin.gov/code/chr/hearings>.

Comments may also be submitted to Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Office of Chief Legal Counsel, P.O. Box 14497, Madison, WI 53708-0497, or by email to DSPSAdminRules@wisconsin.gov.

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

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3) Name of Board, Committee, Council, Sections: A-E Rules Committee			
4) Meeting Date: 4/1/26	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters – Discussion and Consideration 1. Discussion of public comments on scope statement A-E 6 relating to Land Surveyor Examination Requirements 2. Discussion of public comments and Clearinghouse Report for A-E 2, 3, 4, 5, 8, and 14 relating to Certificates of Authorization 3. Discussion of proposed new scope statement on A-E 3 and 12 relating to Architects Continuing Education 4. Pending or possible rulemaking items	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required: N/A	
10) Describe the issue and action that should be addressed: Attachments: -Scope statement for A-E 6 -Clearinghouse Report and rule draft for A-E 2, 3, 4, 5, 8, and 14 -Proposed new scope statement on A-E 3 and 12 -AE Rules Chart			
11) <i>Jake Pelegrin</i>		Authorization 3/20/26	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

STATEMENT OF SCOPE

Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers

Rule No.: A-E 6

Relating to: Examination Requirements

Rule Type: Permanent

1. Finding/nature of emergency (Emergency Rule only): N/A

2. Detailed description of the objective of the proposed rule:

The objective of the proposed rule is to discuss and consider updating or clarifying the examination requirements for professional land surveyor license applicants, which may include revisions to ch. A-E 6.

3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

Education, examination, and experience requirements for those wishing to pursue a land surveyor license in Wisconsin are detailed in ch. A-E 6. Under A-E 6, applicants must take a fundamentals of land surveying examination, a principles and practice of land surveying examination, and the state jurisdictional examination of this state. Certain aspects of the nationally administered exams may change in coming years, so the board and the section may wish to update the code requirements accordingly.

The alternative is not to have the discussion and consider rule changes, which could lead to outdated examination requirements in the code.

4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 15.08 (5) (b), Stats., provides that an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.”

Section 227.11 (2) (a), Stats., provides that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation.”

5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:

80 hours

6. List with description of all entities that may be affected by the proposed rule:

Licensed land surveyors and those seeking to enter the profession in Wisconsin.

7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:

None.

8. Anticipated economic impact of implementing the rule (note if the rule is likely to have a significant economic impact on small businesses):

The proposed rule is likely to have minimal to no economic impact on small businesses and the state's economy as a whole.

Contact Person: Jake Pelegrin, Administrative Rules Coordinator, DSPSAdminRules@wisconsin.gov.

Approved for publication:

Daniel J. Fedderly P.E.; P.L.S.
Authorized Signature

D F10/08/2025
Date Submitted

Approved for implementation:

Authorized Signature

Date Submitted



Wisconsin Legislative Council

RULES CLEARINGHOUSE

Scott Grosz
Clearinghouse Director

Anne Sappenfield
Legislative Council Director

Margit Kelley
Clearinghouse Assistant Director

CLEARINGHOUSE REPORT TO AGENCY

[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

CLEARINGHOUSE RULE **25-082**

AN ORDER to create A-E 2.03 (5), relating to certificates of authorization.

Submitted by **EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL ENGINEERS, DESIGNERS, AND PROFESSIONAL LAND SURVEYORS**

10-31-2025 RECEIVED BY LEGISLATIVE COUNCIL.

11-17-2025 REPORT SENT TO AGENCY.

MSK:AG

LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached YES NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached YES NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached YES NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS
[s. 227.15 (2) (e)]

Comment Attached YES NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached YES NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL
REGULATIONS [s. 227.15 (2) (g)]

Comment Attached YES NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

Comment Attached YES NO

STATE OF WISCONSIN
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS, PROFESSIONAL LAND
SURVEYORS AND REGISTERED INTERIOR DESIGNERS

IN THE MATTER OF RULEMAKING	:	PROPOSED ORDER OF THE
PROCEEDINGS BEFORE THE	:	EXAMINING BOARD OF
EXAMINING BOARD OF ARCHITECTS,	:	ARCHITECTS, LANDSCAPE
LANDSCAPE ARCHITECTS,	:	ARCHITECTS, PROFESSIONAL
PROFESSIONAL ENGINEERS,	:	ENGINEERS, DESIGNERS,
DESIGNERS, PROFESSIONAL	:	PROFESSIONAL LAND
LAND SURVEYORS, AND REGISTERED	:	SURVEYORS, AND
INTERIOR DESIGNERS	:	REGISTERED INTERIOR
	:	DESIGNERS ADOPTING RULES
	:	(CLEARINGHOUSE RULE 25-082)

PROPOSED ORDER

An order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers to create A-E 2.03 (5) relating to certificates of authorization.

Analysis prepared by the Department of Safety and Professional Services.

ANALYSIS

Statutes interpreted:

Sections 443.08 (2) (a) 1. and 2., (b) 1. and 2., (c) 1. and 2., (d) 1. and 2., and 443.08 (3) (a) 1. to 4., Stats.

Statutory authority:

Sections 15.08 (5) (b), 227.11 (2) (a), and 443.015 (2), Stats.

Explanation of agency authority:

Section 15.08 (5) (b), Stats., provides that an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession.”

Section 227.11 (2) (a), Stats., provides that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation.”

Section 443.015 (2), Stats.: “Each section of the examining board may promulgate rules governing the professional conduct of individuals, firms, partnerships, and corporations registered, permitted, certified, or granted a certificate of authorization by that section.”

Related statute or rule:

Sections 443.08 (2) and (3), Stats.

Plain language analysis:

Chapter 443 of the Wisconsin Statutes regulates professional architects, engineers, designers, registered interior designers, and firms, partnerships, or corporations that employ them. One requirement is that for an architect, engineer, designer, or registered interior designer to provide those services acting as an officer, employee, or agent of a firm, the firm must be granted a certificate of authorization by the applicable section of the examining board. This certificate of authorization allows the officer, employee, or agent of the firm to provide those services on behalf of the firm. The certificate of authorization must contain the name and information of all employees of the firm who will be in responsible charge of architecture, engineering, design, or interior design services in the state. The certificate of authorization must be kept up to date by the firm. Currently, these requirements are in statute, but they are not present in the administrative code of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers.

The proposed rule creates a new provision under Wis. Admin. Code s. A-E 2.03, Branch Offices, that makes a general statement of the requirements for certificates of authorization. It also clarifies that an individual architect, engineer, designer, or registered interior designer whose firm is a sole proprietorship does not need a certificate of authorization. The sole proprietorship must be under the same name as the individual architect, engineer, designer, or registered interior designer.

Summary of, and comparison with, existing or proposed federal regulation: None.

Comparison with rules in adjacent states:

Illinois:

Rules of the Illinois Department of Financial and Professional Regulation require firm licensure for architects [68 Ill. Adm. Code 1150.80], professional engineers [68 Ill. Adm. Code 1380.290], structural engineers [68 Ill. Adm. Code 1480.200], and professional land surveyors [68 Ill. Adm. Code 1270.45]. The requirements for firm licensure are broadly similar to the requirements of Wisconsin’s certificates of authorization for firms, partnerships, or corporations. Illinois does not require firm licensure for registered interior designers.

Iowa:

Iowa does not require firm licensure for architecture, engineering, land surveying, landscape architecture, design, or interior design firms.

Michigan:

The state of Michigan has a less formal requirement for firm licensure than those of Illinois and Wisconsin, but it does have requirements for architecture, professional engineering, or professional surveying firms [MCL 339.2010]. For a firm to practice those businesses in the state, at least two thirds of the principles of the firm must be licensed by the state in that practice. The firm must register with the state and attest to that fact. A non-licensed principal and the principal's firm may apply for approval to engage in that practice, subject to other rules of conduct. A firm must employ a person in responsible charge of the services offered at each place of business in the state, except at a field office which provides only a review of construction. The state of Michigan does not require firm licensure or any kind of registration for interior design firms.

Minnesota:

Minnesota has extensive requirements for “professional firms” that are set out in the Minnesota Statutes, chapter 319B (the Professional Firms Act). The chapter authorizes practitioners of certain licensed professions to elect to be “professional firms” under any one of three different forms of organization: corporations (either for-profit or nonprofit); limited liability companies; and limited liability partnerships. In order to practice a profession in any form other than sole proprietorship or general partnership, professionals must comply with the Professional Firms Act (unless the rules of the respective licensing board provide otherwise).

In order to operate as a “professional firm”, a Minnesota entity must first be formed under the chosen statute: the Minnesota Business Corporation Act, the Minnesota Nonprofit Corporation Act, the Minnesota Limited Liability Company Act, or the Minnesota Limited Liability Partnership Act. Then, the firm must file with the Secretary of State language stating:

- that the firm elects to be covered by the Minnesota Professional Firms Act.
- that the firm acknowledges that it is subject to those sections.
- specifying the profession or professions to be practiced by the firm.

Architecture, engineering, land surveying, landscape architecture, geoscience, and interior design firms in Minnesota have the option to register and act as a “professional firm”; however, they are not currently required to. Firms offering architecture, engineering, land surveying, landscape architecture, geoscience, and interior design services can legally operate without being registered as a “professional firm”, but can only be a sole proprietorship or general partnership. As a “professional firm”, the firm must file periodic reports with the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience, and Interior Design and comply with other provisions of the Professional Firms Act.

Summary of factual data and analytical methodologies:

The proposed rule was developed by the A-E Rules Committee and the A-E Examining Board conducting a review of the statutory requirements for certificates of authorization and determining where more clarification and specificity is needed in the board's code.

Analysis and supporting documents used to determine effect on small business or in preparation of economic impact analysis:

The proposed rules were posted for a period of 20 days to solicit public comment on economic impact, including how the proposed rules may affect businesses, local government units, and individuals. No comments were received.

Fiscal Estimate and Economic Impact Analysis:

The Fiscal Estimate and Economic Impact Analysis are attached.

Effect on small business:

These proposed rules do not have an economic impact on small businesses, as defined in s. 227.114 (1), Stats. The Department's Regulatory Review Coordinator may be contacted at Jennifer.Garrett@wisconsin.gov or (608) 266-2112.

Agency contact person:

Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Office of Chief Legal Counsel, 4822 Madison Yards Way, P.O. Box 14497, Madison, Wisconsin 53708; email at DSPSAdminRules@wisconsin.gov.

Place where comments are to be submitted and deadline for submission:

Comments may be submitted to Jake Pelegrin, Administrative Rules Coordinator, Department of Safety and Professional Services, Office of Chief Legal Counsel, 4822 Madison Yards Way, P.O. Box 14497, Madison, WI 53708-0497, or by email to DSPSAdminRules@wisconsin.gov. Comments must be received on or before the public hearing, scheduled for April 1, 2026, to be included in the record of rule-making proceedings.

TEXT OF RULE

SECTION 1. A-E 2.03 (5) is created to read:

A-E 2.03 (5) CERTIFICATES OF AUTHORIZATION. No individual architect, professional engineer, designer, or registered interior designer may practice or offer to practice architecture, engineering, design, or interior design as a principal, officer, employee, or agent of a firm unless the firm has been issued a certificate of authorization under s. 443.08 (3) (a), Stats. This does not apply to an individual architect, professional engineer, designer, or registered interior designer whose firm is a sole proprietorship. The sole

proprietorship shall be under the same name as the individual architect, professional engineer, designer, or registered interior designer.

SECTION 2. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

(END OF TEXT OF RULE)

This Proposed Order of the Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers is approved for submission to the Governor and the Legislature.

Dated _____

Chairperson
A-E Rules Committee

STATEMENT OF SCOPE

Examining Board of Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors and Registered Interior Designers

Rule No.: A-E 3 and 12

Relating to: Architects Continuing Education Requirements

Rule Type: Permanent

1. Finding/nature of emergency (Emergency Rule only): N/A

2. Detailed description of the objective of the proposed rule:

The objective of the proposed rule is to discuss and consider adding new material to subject matter required as part of continuing education for registered architects, which may include revisions to chs. A-E 3 and 12.

3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

Chapter A-E 3, Wis. Admin. Code, contains requirements for initial registration of architects in Wisconsin. Chapter A-E 12 contains requirements for continuing education for architects. Under A-E 12, architects' continuing education is generally required to be educational activities designed to advance the professional skills and knowledge of a registrant in the practice of architecture for the improvement of public health, safety and welfare. At least 24 contact hours of continuing education are required each biennium. Currently, the only specific subject matter requirement is that at least 16 of the 24 hours must be on health, safety and welfare topics. These are defined as technical or professional subjects that safeguard the public's health, safety and welfare including building design, landscape design, environmental or land use analysis, life safety, and other listed topics.

The Architects Section and A-E Examining Board would like to discuss and consider updating the requirements for continuing education. One topic they would like to consider is ethics training for architects.

The alternative is not to implement this scope statement and not to have the discussion and consider rule changes. This would not allow the board to update the code for the purpose of improving public health, safety and welfare affected by the architecture industry and to maintain a high standard of ethics in the industry.

4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 15.08 (5) (b), Stats., provides that an examining board "[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains, and define and enforce professional conduct and unethical practices not inconsistent with the law relating to the particular trade or profession."

Section 227.11 (2) (a), Stats., provides that "[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation."

Section 443.015 (1), Stats., provides that "[e]ach section of the examining board may establish continuing education requirements for renewal of a credential issued by that section under this chapter."

5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:

80 hours.

6. List with description of all entities that may be affected by the proposed rule:

Registered architects in Wisconsin and providers of continuing education for architects.

7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:

None.

8. Anticipated economic impact of implementing the rule (note if the rule is likely to have a significant economic impact on small businesses):

The proposed rule is likely to have minimal to no economic impact on small businesses and the state's economy as a whole.

Contact Person: Jake Pelegrin, Administrative Rules Coordinator, DSAdminRules@wisconsin.gov.

Approved for publication:

Approved for implementation:

Authorized Signature

Authorized Signature

Date Submitted

Date Submitted

Architects, Landscape Architects, Professional Engineers, Designers, Professional Land Surveyors, and Registered Interior Designers

Clearinghouse Rule Number	Scope #	Scope Expiration	Code Chapter	Relating clause/ Summary	Current Stage	Next Step
25-082	029-25	11/5/2027	A-E 2, 3, 4, 5, 8, and 14	Certificates of Authorization. Clarifying and adding detail to the statutory requirements for certificates of authorization.	Clearinghouse Report received, there were no Clearinghouse comments.	Hold public hearing at Rules Committee on April 1, 2026.
	078-25	5/24/2028	A-E 6	Examination Requirements. Considering updating Land Surveyor examination requirements.	Scope published.	Hold preliminary public hearing at Rules Committee on April 1, 2026.
			A-E 3 and 12	Architects Continuing Education. Considering adding required subject matter to architects' continuing education.	Drafting scope statement.	Presentation of the scope statement to the section, rules committee, and full board.