



STATE OF MAINE
DEPARTMENT OF PROFESSIONAL
AND FINANCIAL REGULATION
**BOARD OF LICENSURE FOR
PROFESSIONAL LAND SURVEYORS**
35 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0035

Janet T. Mills
Governor

Anne L. Head
Commissioner

Public Board Meeting
Tuesday, June 25, 2024 at 9:00 A.M.
AGENDA

Location: 76 Northern Ave Gardiner, ME 04345
Contact: Kaleigh Kennedy (207) 624-8522, kaleigh.kennedy@maine.gov
Room: Central Conference Room

- I. CALL TO ORDER**
- II. AGENDA MODIFICATIONS**
- III. MINUTES REVIEW AND APPROVAL**
Review and Approval of April 23, 2024 Minutes
- IV. OUT-OF-STATE TRAVEL REQUEST**
2024 NCEES Annual Meeting, Chicago, August 13-17, 2024
- V. COMPLAINT PRESENTATION**
2023- LSU- 19701
- VI. ADMINISTRATOR'S REPORT**
Chapter 50- Rule Review
- VII. APPLICATION REVIEW**
- VIII. PUBLIC COMMENT**
Under this item, the Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board, except for any open application or complaint. While the Board cannot take action on any issues presented, the Board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair, a time limit on comments may be set.
- VII. MEETING SCHEDULE**
Next meeting scheduled for August 27, 2024.
- VIII. ADJOURNMENT**

BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS
MINUTES
April 23, 2024

MEMBERS PRESENT:	STAFF PRESENT:
Jay Raitt, Chairman	Catherine Pendergast, Administrator
Shep Sheppard Vice-Chairman	Samantha Morgan, Assistant Attorney General
Michaeline Mulvey, Complaint Officer	Shara Chesley, Office Specialist
	Kaleigh Kennedy, Office Specialist
MEMBERS ABSENT:	
None	

I. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chairman Raitt.

II. AGENDA MODIFICATIONS

None.

III. MINUTES REVIEW AND APPROVAL

A motion was made by Mulvey and seconded by Sheppard to approve the minutes of the January 30, 2024, meeting. Unanimous.

IV. COMPLAINT PRESENTATIONS

2023-LSU-19695- A motion was made by Sheppard and seconded by Raitt to dismiss the complaint due to lack of evidence of a violation. Raitt and Sheppard voted in the affirmative. Mulvey abstained. Motion carried.

2024-LSU-19738- A motion was made by Raitt and seconded by Sheppard to dismiss the complaint due to lack of evidence of a violation. Raitt and Sheppard voted in the affirmative. Mulvey abstained. Motion carried.

V. ADMINISTRATOR'S REPORT

1. PLS Applicant Licensed in CT and VT- A motion was made by Sheppard and seconded by Mulvey to approve the application as the CT license requirements are equivalent to Maine requirements. Unanimous.
2. PLS License Applicant Licensed as an LSIT in NH- A motion was made by Mulvey and seconded by Sheppard to preliminarily deny the application or allow applicant to withdraw as the NH land surveyor-in-training requirements are not similar to Maine requirements. Sheppard and Mulvey voted in the affirmative. Raitt opposed. Motion carried.
3. Request for Exception to PLS Eligibility Requirements- A motion was made by Sheppard and seconded by Mulvey to preliminarily deny the application or allow applicant to withdraw as the applicant has not met Maine PLS licensing requirements. Raitt and Mulvey voted in the affirmative. Sheppard opposed. Motion carried.
4. The Board was provided information on the NCEES Surveying Outreach Resource Hub. No further action.

VI. PUBLIC COMMENT

One virtual member made a comment about a complaint; staff explained complaint was still open and confidential.

One in person member made a comment about potential changes to the law and rules. (Jonathan DeWick)

VII. MEETING SCHEDULE

The next regular Board meeting is currently scheduled for June 25, 2024.

VIII. ADJOURNMENT

Being no further business, a motion was made by Sheppard and seconded by Mulvey to adjourn the meeting at 10:33 a.m. Unanimous.

DRAFT



Office of Professional & Occupational Regulation

Board of Professional Land Surveyors
Catherine E. Pendergast, Board Administrator

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MEMORANDUM

To: Board Members
From: Catherine Pendergast, Board Administrator
Date: June 11, 2024
Subject: Rule Review

At the April 23, 2024 meeting the Board discussed making changes to Chapter 50: Qualifications for Licensure as a Professional Land Surveyor to give the Board some leeway regarding the 24 months of required experience. Experience is currently required to be gained while licensed as a Maine land-surveyor-in-training under the supervision of a professional land surveyor.

Following is a draft Chapter 50 for the Board's consideration.

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

360 BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS

Chapter 50: QUALIFICATION FOR LICENSURE AS PROFESSIONAL LAND SURVEYOR

SUMMARY: This Chapter sets forth the qualifications and application process that govern applicants for licensure as a professional land surveyor and the use, content and size of the seal required for a professional land surveyor. The conditions for licensure by comity of a professional land surveyor are set forth in Chapter 60.

§1. QUALIFICATIONS FOR LICENSURE

To be eligible for licensure as a professional land surveyor, the applicant must:

1. Hold a valid Maine license as a land surveyor-in-training or be qualified for issuance of a Land Surveyor-in-training pursuant to Chapter 60, section 1; and
2. Demonstrate twenty-four (24) months of full-time experience ~~as a Maine land surveyor-in-training~~ under the supervision of a professional land surveyor. An applicant's experience must include significant responsibility in all of the areas described in paragraph A below. Experience may include teaching as described in paragraph B.
 - A. Research, field work, computations, data analysis, plan development, drafting or written descriptions, reports and correspondence.
 - B. Teaching topics in elementary or advanced surveying or the application of surveying to real property, in a curriculum acceptable to the Board may not exceed 50% of the 24 months; and
3. Pass an examination in the principles and practice of land surveying.

§2. SUBMISSION OF EXAMINATION APPLICATION

The applicant shall submit a completed application on forms furnished by the Board, together with:

1. The examination fee.
2. A separate Verification of Employment form for each employer listed on the application. The applicant shall send the form to the employer for confirmation and transmittal to the Board.

§3. PRELIMINARY REVIEW OF APPLICATION (REPEALED)

§4. NOTICE TO APPLICANTS OF ELIGIBILITY TO TAKE EXAMINATION (REPEALED)

§5. EXAMINATIONS**1. Description of Examination**

The applicant shall successfully pass all parts of an examination in the principles and practice of land surveying, as summarized below.

- A. An examination prepared and scored by the National Council of Examiners for Engineering and Surveying. This examination tests competence in the professional aspects of land surveying.
- B. A Maine specific examination testing surveying topics with a focus on Maine practice.

2. Minimum Passing Score

The minimum passing score for the Maine specific examination is established by the Board.

3. Notice of Examination Results to Applicants

The Board shall notify the applicant of the applicant's score, and that:

- A. The applicant passed the examination and will be issued a professional land surveyor license upon receipt of the license fee; or
- B. The applicant did not pass the examination. The notice shall identify the part(s) that the applicant did not pass, and shall inform the applicant that re-examination on the failed part(s) may be scheduled by submitting a written request for re-examination, together with the re-examination fee specified in Chapter 80 of these rules.

§6. SEALS FOR PROFESSIONAL LAND SURVEYORS

A professional land surveyor shall (a) sign and (b) seal and/or emboss every final document, including but not limited to plans, descriptions, reports, maps, plats and other drawings, with a circular seal having an outside diameter of not less than 1½ inches. The seal shall plainly set forth the following information:

- 1. The professional land surveyor's full name.
 - 2. The professional land surveyor's license number.
 - 3. The words "State of Maine" and "Professional Land Surveyor."
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STATUTORY AUTHORITY:

32 M.R.S. §18212

EFFECTIVE DATE:

April 1, 2001 (Chapters 1-6 repealed)

AMENDED:

September 19, 2018 – filing 2018-192