



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 1—Organization**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 1—Organization**

20 CSR 2030-1.010 General Organization

PURPOSE: This rule describes organization of board and procedure for public to obtain information and submit requests.

(1) The intent and purpose of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects is to protect the inhabitants of this state in the enjoyment of life, health, peace, and safety, and to protect their property from damage or destruction through dangerous, dishonest, incompetent, or unlawful architectural, professional engineering, professional land surveying, or professional landscape architectural practice and generally to conserve the public welfare.

(2) The board shall meet at times necessary to adequately perform its statutory obligations. Notices of meetings will be posted in compliance with Chapter 610, RSMo.

(3) The board meetings will normally consist of reviewing applications, interviewing applicants, reviewing complaints, and overseeing the proper conduct and management of its affairs.

(4) Any person may contact the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, PO Box 184, Jefferson City, MO 65102, (573) 751-0047 for information and/or application forms or to register a complaint involving the architectural, professional engineering, professional land surveying, or professional landscape architectural professions.

AUTHORITY: sections 327.031 and 327.041, RSMo Supp. 2014. This rule originally filed as 4 CSR 30-1.010. Original rule filed Dec. 10, 1975, effective Jan. 10, 1976. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Sept. 13, 1983, effective Dec. 11, 1983. Amended: Filed Feb. 13, 1987, effective April 26, 1987. Amended: Filed Aug. 18, 2005, effective March 30, 2006. Moved to 20 CSR 2030-1.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

Amended: Filed Sept. 29, 2015, effective March 30, 2016.

**Original authority: 327.031, RSMo 1969, amended 1981, 1986, 1988, 1997, 1999, 2001, 2010, 2014 and 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-1.020 Board Compensation

PURPOSE: This rule fixes the compensation for the members of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects in compliance with the mandates of section 327.051.4., RSMo.

(1) Each member of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects is authorized to receive as compensation the sum of seventy-five dollars (\$75) for each day that the member devotes to the affairs of the board.

(2) In addition to compensation fixed, each member is entitled to reimbursement of his/her expenses necessarily incurred in the discharge of his/her official duties.

(3) Requests for the compensation provided may be processed for payment only when sufficient funds are available for that purpose within the appropriations for this board.

AUTHORITY: sections 327.041 and 327.051.4, RSMo 2016. This rule originally filed as 4 CSR 30-1.020. Emergency rule filed Sept. 14, 1981, effective Sept. 24, 1981, expired Jan. 22, 1982. Original rule filed Sept. 14, 1981, effective Dec. 11, 1981. Amended: Filed July 25, 1986, effective Oct. 11, 1986. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-1.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.051, RSMo 1969, amended 1981, 1986, 1999, 2008, 2014.*

20 CSR 2030-1.030 Procedural Rules

PURPOSE: This rule insures that no one division of the board will adopt a course of action or a policy that could affect the position of the entire board unless such course of action or policy has been approved by the entire board.

(1) In accordance with section 327.041, RSMo, an interpretation of Chapter 327, RSMo may be made by the board if considered by the entire board, or quorum as provided by law, and adopted by an affirmative vote of the board or quorum, and so certified by the board chairman.

(2) When an interpretation of Chapter 327, RSMo and rules of the board adopted pursuant thereto affects only one (1) division of the board the division so affected shall prepare the facts pertaining to the matter under consideration and adopt a division recommendation by majority vote. Upon referral of the facts and division recommendation to the full board or quorum, the board may take such action the board deems appropriate under applicable law and rules adopted by the board.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-1.030. Original rule filed July 15, 1987, effective Oct. 11, 1987. Moved to 20 CSR 2030-1.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 2—Code of Professional Conduct**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**

**Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**

Chapter 2—Code of Professional Conduct

**20 CSR 2030-2.010 Code of Professional
Conduct**

PURPOSE: This rule establishes a professional code of conduct for architects, professional engineers, professional land surveyors, and professional landscape architects.

(1) Definitions.

(A) Board—The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects.

(B) Licensee—Any person licensed as an architect, professional engineer, professional land surveyor, or professional landscape architect under the provisions of Chapter 327, RSMo.

(2) The Missouri Rules of Professional Conduct for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects Preamble reads as follows: Pursuant to section 327.041.2, RSMo, the board adopts the following rules, referred to as the rules of professional conduct. These rules of professional conduct are binding for every licensee. Each person licensed pursuant to Chapter 327, RSMo, is required to be familiar with Chapter 327, RSMo, and the rules of the board. The rules of professional conduct will be enforced under the powers vested in the board. Any act or practice found to be in violation of these rules of professional conduct may be grounds for a complaint to be filed with the Administrative Hearing Commission.

(3) In practicing architecture, professional engineering, professional land surveying, or professional landscape architecture, a licensee shall—

(A) Act with reasonable care and competence and apply the technical knowledge and skill which are ordinarily applied by architects, professional engineers, professional land surveyors, or professional landscape architects of good standing, practicing in Missouri. In the performance of professional services, licensees hold their primary responsibility to the public welfare which should not be compromised by any self-interest of the client or the licensee.

(B) Undertake to perform architectural, professional engineering, professional land surveying, and professional landscape architectural services only when they are qualified by education, training, and experience in the specific technical areas involved.

(C) In the conduct of their practice, not knowingly violate any state or federal criminal law.

(D) Comply with state laws and regulations governing their practice. In the performance of architectural, professional engineering, professional land surveying, or professional landscape architectural services within a municipality or political subdivision that is governed by laws, codes, and ordinances relating to the protection of life, health, property, and welfare of the public, a licensee shall not knowingly violate these laws, codes, and ordinances.

(E) Recognize that their primary obligation is to protect the safety, health, property, or welfare of the public. If the professional judgment is overruled under circumstances where the safety, health, property, or welfare of the public are endangered, they are to notify their employer or client and other authority as may be appropriate.

(F) Not assist non-licensees in the unlawful practice of architecture, professional engineering, professional land surveying, or professional landscape architecture.

(G) Not assist in the application for licensure of a person known by the licensee to be unqualified in respect to education, training, experience, or other relevant factors.

(H) Truthfully and accurately represent to others the extent of their education, training, experience, and professional qualifications and not misrepresent or exaggerate the scope of their responsibility in connection with prior employment or assignments.

(I) Not accept compensation, financial or otherwise, from more than one (1) party, for services pertaining to the same project, unless the circumstances are fully disclosed and agreed to by all interested parties. The disclosure and agreement shall be in writing.

(J) Make full disclosure, suitably documented, to their employers or clients of potential conflicts of interest, or other circumstances which could influence or appear to influence their judgment on significant issues or the unbiased quality of their services.

(K) Not offer, give, solicit, or receive, either directly or indirectly, any commission, contributions, or valuable gifts, in order to secure employment, gain an unfair advantage over other licensees, or influence the judgment of others in awarding contracts for either public or private projects. This provision is not intended to restrict in any manner

the rights of licensees to participate in the political process; to provide reasonable entertainment and hospitality; or to pay a commission, percentage, or brokerage fee to a bona fide employee or bona fide established commercial or marketing agency retained by the licensee.

(L) Not solicit or accept financial or other valuable consideration, either directly or indirectly, from contractors, suppliers, agents, or other parties in return for endorsing, recommending, or specifying their services or products in connection with work for employers or clients.

(M) Not attempt to, directly or indirectly, injure the professional reputation, prospects of practice or employment of other licensees in a malicious or false manner, or both.

(N) Not reveal confidential, proprietary, or privileged facts or data, or any other sensitive information obtained in a professional capacity without the prior consent of the client or employer except as authorized or required by law or rules of this board.

(4) Licensees having knowledge of any alleged violation of this Code shall cooperate with the proper authorities in furnishing information or assistance as may be required.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-2.010. Original rule filed Dec. 10, 1975, effective Jan. 10, 1976. Rescinded: Filed May 23, 1978, effective Sept. 11, 1978. Readopted: Filed Nov. 1, 1990, effective April 29, 1991. Amended: Filed Feb. 26, 1992, effective Aug. 6, 1992. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-2.010, effective Aug. 28, 2006. Amended: Filed April 8, 2009, effective Sept. 30, 2009. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016. Amended: Filed March 30, 2018, effective Sept. 30, 2018*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

**20 CSR 2030-2.040 Evaluation Criteria for
Building Design**

PURPOSE: This rule provides the recipient and producer of professional architectural, engineering, and/or landscape architectural services assurances that all services are evaluated in accordance with the 2018 edition of the International Building Code.

PUBLISHER'S NOTE: The secretary of state has determined that the publication of the



entire text of the material which is incorporated by reference as a portion of this rule would be unduly cumbersome or expensive. This material as incorporated by reference in this rule shall be maintained by the agency at its headquarters and shall be made available to the public for inspection and copying at no more than the actual cost of reproduction. This note applies only to the reference material. The entire text of the rule is printed here.

(1) For building design, the board shall use, in the absence of any local building code, the 2018 edition of the International Building Code, as the evaluation criteria in determining the appropriate conduct for any professional licensed or regulated by this chapter and being evaluated under section 327.441.2(5), RSMo. The International Building Code 2018 Edition is incorporated herein by reference and may be obtained by contacting the International Code Council at 500 New Jersey Ave NW, 6th Floor, Washington, DC 20001, by phone at (888) ICC-SAFE (422-7233), by fax at (202) 783-2348, or by their direct website at http://www.icc-safe.org. This rule does not incorporate any subsequent amendments or additions to the manual.

AUTHORITY: section 327.041, RSMo 2016.* Original rule filed June 14, 2007, effective Dec. 30, 2007. Amended: Filed July 22, 2009, effective Jan. 30, 2010. Amended: Filed Nov. 1, 2011, effective May 30, 2012. Amended: Filed Aug. 8, 2013, effective Feb. 28, 2014. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Amended: Filed Jan. 10, 2019, effective July 30, 2019. Amended: Filed Dec. 27, 2019, effective July 30, 2020.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.

20 CSR 2030-2.050 Title Block

PURPOSE: This rule clarifies the identity of the client and entity preparing and sealing all architectural, engineering, land surveying, and/or landscape architectural documents.

(1) An architectural, engineering, land surveying, or landscape architectural entity shall incorporate a title block on all drawings, exhibits, plans, plats, maps, and surveys that are required to be signed and sealed by Chapter 327, RSMo, and these regulations.

(2) The title block must, at a minimum, contain the following information:

- (A) The name of the licensee either as a sole proprietor, partnership, corporation, limited liability company, or other appropriate entity;
- (B) The licensee’s address and phone number;
- (C) Name or identification of project;
- (D) Address/location of project (city/county and state);
- (E) Date prepared;
- (F) Space for the licensee’s signature, date, and seal;
- (G) The printed name, discipline, and license number of the person sealing the document; and
- (H) The printed name, discipline, and certificate of authority number of the corporation as defined in section 327.011, RSMo.

AUTHORITY: sections 327.041 and 327.411, RSMo Supp. 2013.* Original rule filed June 14, 2007, effective Dec. 30, 2007. Amended: Filed Nov. 1, 2011, effective May 30, 2012. Amended: Filed Aug. 8, 2013, effective Feb. 28, 2014. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010 and 327.411, RSMo 1969, amended 1999, 2003, 2010.



**Rules of
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**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 3—Seals**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 3—Seals**

20 CSR 2030-3.010 Official Seal of Board

PURPOSE: This rule describes the official seal of the board.

(1) The official seal of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects shall consist of the Great Seal of the State of Missouri, minus the words The Great Seal of the State of Missouri and in substitution for which words shall be the words Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, divided by the word Missouri, all the words engraved and surrounded by a cord-like circle within a fringed circle and of the dimensions of two and one-quarter inches (2 1/4") in diameter.

AUTHORITY: section 327.041, RSMo Supp. 2014. This rule originally filed as 4 CSR 30-3.010. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Moved to 20 CSR 2030-3.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-3.060 Licensee's Seal

PURPOSE: This rule describes the format for personal seal of an architect, a professional engineer, a professional land surveyor, and a professional landscape architect.

(1) Each person licensed as an architect, professional engineer, professional land surveyor, or professional landscape architect (not including interns or individuals "in-training") shall, at his/her own expense, secure a seal one and three-quarters inches (1 3/4") in diameter of the following design: the seal shall consist of two concentric circles between which appear in roman capital letters, the words, "State of Missouri" on the upper part of the seal and either "Architect," or "Professional Engineer," or "Professional Land Surveyor" or "Professional Landscape Architect," as the case may be, on the lower part, and within the inner circle the name of the

licensee, together with his/her license number preceded by the roman capital letter(s) A for Architect, PE for Professional Engineer, PLS for Professional Land Surveyor or PLA for Professional Landscape Architect.

(A) The seal of an architect licensed prior to January 1, 2002 may display "Registered Architect" on the lower part and within the inner circle the name of the licensee, together with his/her license number preceded by the roman capital letter A.

(B) The seal of a professional engineer licensed prior to January 1, 2002 may display "Registered Professional Engineer" on the lower part and within the inner circle the name of the licensee, together with his/her license number preceded by the roman capital letter E.

(C) The seal of a professional land surveyor or licensed prior to January 1, 2002 may display "Registered Land Surveyor" on the lower part and within the inner circle the name of the licensee, together with his/her license number preceded by the roman capital letters LS.

(D) The seal of a professional landscape architect licensed prior to January 1, 2015 may display "Landscape Architect" on the lower part and within the inner circle the name of the licensee, together with his/her license number preceded by the roman capital letters LA.

(2) The seal may be in the form of an embossing seal, a rubber stamp, or a computer-generated image, identical in size, design and content with the provisions of section (1) above.

(3) In addition to the personal seal, the licensee shall also affix his/her signature and place the date when the document was originally sealed, at the minimum, to the original of each sheet in a set of all final technical submissions that include, but are not limited to, drawings, specifications, exhibits, plats, reports, surveys, and certifications of construction prepared by the licensee or under his/her immediate personal supervision. The term "signature," as used herein means the following:

(A) For a hand drawing (e.g., paper, vellum, mylar), printed document or computer generated hard copy media, a handwritten "wet signature" identification containing the name of the person who applied it.

(B) For electronic or digital documents transmitted to others in their native file format (e.g., AutoCAD, Revit, Word, or Excel), a digital signature with an electronic authentication process attached to or logically associated with the document. The digital signature must be unique to, and under the sole control of the person using it; it must also be capable of verification and be linked to a doc-

ument in such manner that the digital signature is invalidated if any data on the document is altered.

(C) For electronic or digital documents transmitted to others in a "pdf" or similar format that has modified the native file so that it is not easily altered, a scanned signature is acceptable if it is an accurate depiction of the licensee's actual signature.

(4) When revisions are made the licensee who made the revisions, or under whose immediate personal supervision the revisions were made, shall sign, seal, and date each sheet and provide an explanation of the revisions. Revisions to technical submissions which are not made or approved by the licensee are prohibited.

(5) In lieu of signing, sealing, and dating each page, the licensee(s) may sign, seal, and date the title page, an index page, or a seals page on bound multiple page documents not considered to be drawings, providing that the signed page clearly identifies all of the other pages comprising the bound volume. Provided further that any of the other pages which were prepared by, or under the immediate personal supervision of another licensee be signed, sealed, and dated as provided for, by the other licensee. Any additions, deletions, or other revisions are prohibited unless signed, sealed, and dated by the licensee who made the revisions or under whose immediate personal supervision the revisions were made.

(6) An original document which is sealed, signed, and dated (by hand or electronically) by the licensee may be reproduced by photocopy, traditional blue printing, faxing, scanning in "pdf," publishing or printing to "pdf," or similar format.

(7) Technical submissions shall be signed, sealed, and dated unless clearly designated preliminary or incomplete, not to be used for construction, or is a record drawing of as-built construction information provided by others. If the document is preliminary or incomplete, not to be used for construction, or is a record drawing of as-built construction information provided by others, the phrase, "The information on this document is preliminary or incomplete, not for construction, recording purposes, or implementation" or similar disclaimer and notice to others shall be placed in an obvious location so that it is readily found, easily read, and not obscured by other markings.

(8) In the instance of one (1) licensee performing design for other licensees to incorporate into his/her documents, each licensee



shall seal, date, and sign those documents, using the appropriate disclaimer for clarification of each licensee's responsibility.

(9) The signing and sealing of technical submissions not prepared by the licensee or under his/her immediate personal supervision is prohibited.

(10) This rule supersedes any conflicting rules.

AUTHORITY: sections 327.041 and 327.411, RSMo 2016. This rule originally filed as 4 CSR 30-3.060. Original rule filed July 24, 2003, effective Feb. 29, 2004. Moved to 20 CSR 2030-3.060, effective Aug. 28, 2006. Amended: Filed Oct. 16, 2006, effective April 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.411, RSMo 1969, amended 1999, 2003, 2010, 2014.*



Rules of Department of Commerce and Insurance

Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects Chapter 4—Applications

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**
**Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**
Chapter 4—Applications

**20 CSR 2030-4.010 Filing Deadline—Pro-
fessional Engineers and Professional Land
Surveyors**

PURPOSE: This rule sets filing deadline for applicants for examination and licensure as professional engineers and professional land surveyors.

(1) Applications for examination and licensure as a professional engineer or professional land surveyor shall be filed with the board prior to the established filing deadline.

AUTHORITY: sections 327.041, 327.141, 327.231, 327.241, and 327.615, RSMo 2016, and sections 327.312 and 327.313, RSMo Supp. 2018. * This rule originally filed as 4 CSR 30-4.010. Original rule filed Aug. 22, 1973, effective Sept. 22, 1973. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Moved to 20 CSR 2030-4.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.141, RSMo 1969, amended 1981, 1999, 2014; 327.231, RSMo 1969, amended 1981, 1999, 2014; 327.241, RSMo 1969, amended 1977, 1981, 1983, 1999, 2014; 327.312, RSMo 1983, amended 1999, 2014, 2018; 327.313, RSMo 1983, amended 1999, 2014, 2018; and 327.615, RSMo 1989, amended 2001, 2014.

**20 CSR 2030-4.030 Deferring Action on
Applications**

PURPOSE: This rule gives the board authority to defer action on applications.

The board, on its own motion, may continue or defer action on any pending application and nothing in these regulations shall be construed as limiting the authority of the board in such matters.

AUTHORITY: section 327.041, RSMo 1986. * This rule originally filed as 4 CSR 30-4.030. Original rule filed March 16, 1970, effective April 16, 1970. Moved to 20 CSR 2030-4.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published

Dec. 31, 2015.

*Original authority: 327.041, RSMo 1969

**20 CSR 2030-4.050 Criteria to File Appli-
cation Under 327.392, RSMo**

PURPOSE: This rule requires that applications for licensure under section 327.392, RSMo, be subject to criteria established by the board.

(1) All applications for licensure as a professional engineer under section 327.392.1, RSMo are subject to such criteria as established by the board. An applicant may apply for licensure under section 327.392.1, RSMo, who—

(A) Submits a complete application on forms prescribed by the board showing a minimum of twenty (20) years of satisfactory engineering experience;

(B) Holds a degree at the bachelor's level or higher in engineering; and

(C) Passes the National Council of Examiners for Engineering and Surveying (NCEES) Principles and Practice of Engineering examination.

(2) All applications for licensure as a professional engineer under section 327.392.2, RSMo are subject to such criteria as established by the board. An applicant may apply for licensure under section 327.392.2, RSMo, who—

(A) Submits a complete application on forms prescribed by the board showing a minimum of four (4) years of satisfactory engineering experience;

(B) Holds a degree from an Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET, Inc.) or its equivalent and a doctorate in engineering from an institution that offers Engineering Accreditation Commission programs; and

(C) Passes the NCEES Principles and Practice of Engineering examination.

AUTHORITY: sections 327.041 and 327.392, RSMo 2016. * This rule originally filed as 4 CSR 30-4.050. Original rule filed Nov. 10, 1971, effective Dec. 10, 1971. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed Jan. 27, 1987, effective April 26, 1987. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-4.050, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Rescinded and readopted: Filed Feb. 22, 2008, effective Aug. 30, 2008.

Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.392, RSMo 2006, 2014.

**20 CSR 2030-4.055 Criteria to File Appli-
cation under section 324.008.1., RSMo,
for a Temporary Courtesy License**
(Rescinded March 30, 2021)

AUTHORITY: section 324.008.1., RSMo 2016. Original rule filed July 26, 2012, effective Jan. 30, 2013. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Rescinded: Filed Sept. 21, 2020, effective March 30, 2021.

**20 CSR 2030-4.060 Evaluation—Comity
Applications—Architects**

PURPOSE: This rule requires all individuals applying for licensure as an architect under section 327.381, RSMo to first obtain an NCARB certificate and file.

(1) Any person who was licensed in another state, territory, or possession of the United States or in another country may apply for licensure as an architect under section 327.381, RSMo after first obtaining a National Council of Architectural Registration Board (NCARB) certificate and file.

(2) Unless it grants an applicant waiver of educational and experience requirements under section (3), the board shall only consider comity licensure applications when accompanied by an NCARB certificate and file.

(3) Within six (6) months of an application for licensure by comity from a person, or within thirty (30) days of an application for licensure by comity from a nonresident or resident military spouse, who meets the following criteria, the board shall waive the requirement of an NCARB certificate and file if it finds that the applicant:

(A) Holds a current license as an architect in another state, possession, or territory of the United States or the District of Columbia, and has held such license for a period of one (1) year;

(B) Has not had a license as an architect revoked by any oversight body;

(C) Is not currently under investigation, is not the subject of any complaint pending, or



is not currently under disciplinary action with any oversight body outside this state;

(D) Holds a license in good standing with an oversight body outside the state;

(E) Does not have a criminal record that would disqualify him or her for licensure in Missouri; and

(F) Holds a valid current license in the jurisdiction upon which the comity application is based on the date the board receives his or her application under this section.

(4) The board may require an applicant relying on section (3) to disclose any disciplinary action taken against the applicant by any oversight body in any jurisdiction in the United States, and may deny waiver and defer action or deny an application until such disciplinary action is resolved.

(5) No waiver of education or examination requirements granted under section (3) shall relieve any applicant of the requirement to take the Missouri-specific examination mandated by 20 CSR 2030-5.160. Nonresident and resident military spouses applying pursuant to section 324.009.3.(2), RSMo, shall not be required to take the Missouri specific examination mandated by 20 CSR 2030-5.160.

AUTHORITY: section 327.041, RSMo 2016, and sections 327.131 and 327.381, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-4.060. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Dec. 9, 2002, effective June 30, 2003. Rescinded and readopted: Filed Sept. 8, 2003, effective March 30, 2004. Moved to 20 CSR 2030-4.060, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.131, RSMo 1969, amended 1981, 1999, 2001, 2014, 2020; and 327.381, RSMo 1969, amended 1981, 1999, 2001, 2014, 2020.*

20 CSR 2030-4.070 Evaluation—Comity Applications—Professional Engineers

PURPOSE: This rule ensures that applicants for licensure as professional engineers meet the minimum requirements for licensure in Missouri.

(1) Any person applying for licensure as a professional engineer under section 327.381,

RSMo who was licensed, in another state, territory, or possession of the United States or in another country without being required to pass the National Council of Examiners for Engineering and Surveying (NCEES) examinations, that is, the Fundamentals of Engineering Examination and the Principles and Practice of Engineering Examination, will be required to pass the NCEES examination(s) which he/she was not required to pass to attain his/her subsequent licensure(s) except that—

(A) If such person has been actively engaged in the practice of engineering for a period of twenty (20) years prior to the filing of his/her application for comity, such person need not take the NCEES Fundamentals of Engineering Examination; or

(B) An applicant has been granted a waiver of education and examination requirements pursuant to section (4).

(2) When a comity applicant is required to take one (1) or both of the NCEES Examinations, the applicant will not be licensed by comity until he/she passes all of the examinations required of the applicant.

(3) If the applicant fails to pass the required examination(s), he/she will be permitted unlimited reexaminations in accordance with NCEES policy.

(4) Within six (6) months of an application for licensure by comity from a person, or within thirty (30) days of an application for licensure by comity from a nonresident or resident military spouse, who meets the following criteria, the board shall waive the requirement of passing the NCEES examination if it finds that the applicant:

(A) Holds a current license as a professional engineer in another state, possession, or territory of the United States or the District of Columbia, and has held such license for a period of one (1) year;

(B) Has not had a license as a professional engineer revoked by any oversight body;

(C) Is not currently under investigation, is not the subject of any complaint pending, or is not currently under disciplinary action with any oversight body outside this state;

(D) Holds a license in good standing with an oversight body outside the state;

(E) Does not have a criminal record that would disqualify him or her for licensure in Missouri; and

(F) Holds a valid current license in the jurisdiction upon which the comity application is based on the date the board receives his or her application under this section.

(5) The board may require an applicant relying on section (4) to disclose any disciplinary action taken against the applicant by any oversight body in any jurisdiction in the United States, and may deny waiver and defer action or deny an application until such disciplinary action is resolved.

(6) No waiver of education or examination requirements granted under section (4) shall relieve any applicant of the requirement to take the Missouri-specific examination mandated by 20 CSR 2030-5.160. Nonresident and resident military spouses applying pursuant to section 324.009.3.(2), RSMo, shall not be required to take the Missouri specific examination mandated by 20 CSR 2030-5.160.

AUTHORITY: section 327.041, RSMo 2016, and section 327.381, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-4.070. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed April 7, 1999, effective Oct. 30, 1999. Amended: Filed Aug. 18, 2005, effective March 30, 2006. Moved to 20 CSR 2030-4.070, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.381, RSMo 1969, amended 1981, 1999, 2001, 2014, 2020.*

20 CSR 2030-4.080 Evaluation—Comity Applications—Professional Land Surveyors

PURPOSE: This rule outlines conditions under which the board will require a professional land surveying applicant under section 327.381, RSMo to take and pass an examination(s) as a prerequisite to licensure.

(1) Any person applying for licensure as a professional land surveyor under section 327.381, RSMo, who was licensed in another state, territory, or possession of the United States or in another country without being required to pass the National Council of Examiners in Engineering and Surveying (NCEES) examinations, that is, the Fundamentals of Land Surveying Examination and the Principles and Practice of Land Surveying Examination; will be required to pass the NCEES examination(s) which he/she was not required to pass to attain his/her subsequent licensure(s) except that—

(A) If such person has been actively



engaged in the practice of land surveying for a period of at least twenty (20) years prior to the filing of his/her application for comity, such person need not take the NCEES Fundamentals of Land Surveying Examination; or

(B) An applicant has been granted a waiver of education and examination requirements pursuant to section (4) need not take the NCEES Fundamentals of Land Surveying Examination.

(2) Any person applying for licensure as a professional land surveyor under section 327.381, RSMo, shall take and pass the Missouri Specific Examination covering Missouri surveying practice and Missouri statutes and rules relating to the practice of land surveying.

(3) When a comity applicant is required to take one (1) or both of the NCEES examinations as well as the Missouri Specific Examination, the applicant will not be licensed by comity until he or she passes all of the examinations required of the applicant.

(4) Within six (6) months of an application for licensure by comity from a person, or within thirty (30) days of an application for licensure by comity from a nonresident or resident military spouse, who meets the following criteria, the board shall waive the requirement of passing the NCEES examination if it finds that the applicant:

(A) Holds a current license as a professional land surveyor in another state, possession, or territory of the United States or the District of Columbia, and has held such license for a period of one (1) year;

(B) Has not had a license as a professional land surveyor revoked by any oversight body;

(C) Is not currently under investigation, is not the subject of any complaint pending, or is not currently under disciplinary action with any oversight body outside this state;

(D) Holds a license in good standing with an oversight body outside the state;

(E) Does not have a criminal record that would disqualify him or her for licensure in Missouri; and

(F) Holds a valid current license in the jurisdiction upon which the comity application is based on the date the board receives his or her application under this section.

(5) The board may require an applicant relying on section (4) to disclose any disciplinary action taken against the applicant by any oversight body in any jurisdiction in the United States, and may deny waiver and defer action or deny an application until such disciplinary action is resolved.

(6) No waiver of education or examination requirements granted under section (4) shall relieve any applicant of the requirement to take the Missouri-specific examination mandated by 20 CSR 2030-5.120(2). Nonresident and resident military spouses applying pursuant to section 324.009.3.(2), RSMo, shall not be required to take the Missouri specific examination mandated by 20 CSR 2030-5.120(2).

AUTHORITY: section 327.041, RSMo 2016, and section 327.381, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-4.080. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 27, 1987, effective April 26, 1987. Rescinded and readopted: Filed Oct. 1, 2001, effective April 30, 2002. Moved to 20 CSR 2030-4.080, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.381, RSMo 1969, amended 1981, 1999, 2001, 2014, 2020.*

20 CSR 2030-4.090 Evaluation—Comity Applications—Professional Landscape Architects

PURPOSE: This rule ensures that an applicant for licensure by comity meets the equivalent requirement for licensure in Missouri.

(1) Any person applying for licensure as a professional landscape architect under section 327.381, RSMo, who was licensed in another state, territory, or possession of the United States or in another country and has a degree in landscape architecture from an accredited school of landscape architecture, or who possesses an education which in the opinion of the board equals or exceeds the education received by a graduate of an accredited school, and who has acquired at least three (3) years of satisfactory landscape architectural experience and has taken and passed all sections of the landscape architectural registration examination administered by the Council of Landscape Architectural Registration Boards (CLARB) may apply for licensure by comity.

(2) Within six (6) months of an application for licensure by comity from a person, or within thirty (30) days of an application for licensure by comity from a nonresident or resident military spouse, who meets the fol-

lowing criteria, the board shall waive the requirement of passing the landscape architectural registration examination (LARE) administered by CLARB if it finds that the applicant:

(A) Holds a current license as a professional landscape architect in another state, possession, or territory of the United States or the District of Columbia, and has held such license for a period of one (1) year;

(B) Has not had a license as a professional landscape architect revoked by any oversight body;

(C) Is not currently under investigation, is not the subject of any complaint pending, or is not currently under disciplinary action with any oversight body outside this state;

(D) Holds a license in good standing with an oversight body outside the state;

(E) Does not have a criminal record that would disqualify him or her for licensure in Missouri; and

(F) Holds a valid current license in the jurisdiction upon which the comity application is based on the date the board receives his or her application under this section.

(3) The board may require an applicant relying on section (2) to disclose any disciplinary action taken against the applicant by any oversight body in any jurisdiction in the United States, and may deny waiver and defer action or deny an application until such disciplinary action is resolved.

(4) No waiver of education or examination requirements granted under section (2) shall relieve any applicant of the requirement to take the Missouri-specific examination mandated by 20 CSR 2030-5.160. Nonresident and resident military spouses applying pursuant to section 324.009.3.(2), RSMo, shall not be required to take the Missouri specific examination mandated by 20 CSR 2030-5.160.

AUTHORITY: section 327.041, RSMo 2016, and section 327.381, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-4.090. Original rule filed Oct. 30, 2002, effective April 30, 2003. Amended: Filed Sept. 8, 2003, effective March 30, 2004. Amended: Filed Aug. 18, 2005, effective March 30, 2006. Moved to 20 CSR 2030-4.090, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 30, 2018, effective Sept. 30, 2018. Amended: Filed April 18, 2019, effective Nov. 30, 2019. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and*



327.381, RSMo 1969, amended 1981, 1999, 2001, 2014, 2020.

20 CSR 2030-4.100 Applications—Formerly Licensed

PURPOSE: This rule sets timelines and procedures by which former licensees whose license has been revoked or surrendered may apply for relicensure.

(1) A person who formerly held a license granted by this board, which license was revoked by the board or surrendered by the licensee, may apply for new licensure subject to the provisions of this section.

(2) Any person who applies for licensure under sections 327.131, 327.221, 327.314, 327.392, or 327.612, RSMo, after revocation or voluntary surrender of a Missouri license must meet the following criteria for licensure:

(A) After two (2) years have passed from the effective date of the order of revocation or date of affidavit of voluntary surrender, an applicant may apply to the board for such examination as may be required of new applicants in the applicant's profession; and

(B) Upon passage of the examination required for licensure in the applicant's profession, the applicant may apply for issuance of a new license as if never licensed.

(3) Any person who applies for licensure by comity under section 327.381, RSMo, after revocation or voluntary surrender of a Missouri license must meet the following criteria for licensure:

(A) After five (5) years have passed from the effective date of the order of revocation or affidavit of voluntary surrender, an applicant eligible for licensure by comity under section 327.381, RSMo may file an application for a new license without examination; and

(B) An applicant under this subsection must show proof of completion of the continuing education hours consistent with the requirements of 20 CSR 2030 Chapter 8 and/or 20 CSR 2030 Chapter 11 for the applicant's profession in the two (2) years immediately preceding the application.

(C) Upon passage of any Missouri-specific examination required for licensure in the applicant's profession, the applicant may apply for issuance of a new license as if never licensed.

(4) Any person who applies for licensure by comity under section 324.009, RSMo, after revocation or voluntary surrender of a Missouri license must meet the following criteria

for licensure:

(A) After five (5) years have passed from the effective date of the order of revocation or affidavit of voluntary surrender, an applicant eligible for licensure by comity under section 324.009, RSMo, may file an application for a new license without examination.

(B) Unless waived by the board under the terms of sections 324.009.3 and 324.009.4, RSMo, an applicant under this subsection must show proof of completion of the continuing education hours consistent with the requirements of 20 CSR 2030 Chapter 8 and/or 20 CSR 2030 Chapter 11 for the applicant's profession in the two (2) years immediately preceding the application.

(C) Upon passage of any Missouri-specific examination required for licensure in the applicant's profession, the applicant may apply for issuance of a new license as if never licensed.

(5) Any person who applies for licensure after revocation or voluntary surrender of a license on the ground of disciplinary action in another jurisdiction under section 327.441.2(8), RSMo, must meet the following criteria:

(A) The applicant must show that the license which was revoked or otherwise disciplined in another jurisdiction has been reinstated, reissued, or otherwise returned to active status in good standing, which may include probationary licensure; and

(B) An applicant under this subsection must show proof of completion of the continuing education hours consistent with the requirements of 20 CSR 2030 Chapter 8 and/or 20 CSR 2030 Chapter 11 for the applicant's profession in the two (2) years immediately preceding the application.

(6) The board may require any applicant for examination or new licensure under sections (2)–(5) above to personally appear before the board upon notice prepared to respond to questions concerning the nature of the cause for revocation or surrender of the applicant's prior license and rehabilitation or other relevant information pertaining to the time since revocation or surrender of the license.

(A) In any proceeding under this section, the person seeking licensure bears the burden of proving rehabilitation.

(B) Factors relevant to rehabilitation may include, among other factors:

1. Acknowledgement of wrongdoing or demonstration that the applicant understands the cause for the discipline;

2. Action taken by the applicant to prevent reoccurrence of the conduct that resulted in the discipline;

3. Action taken by the applicant to reha-

bilitate or address the underlying causes of the misconduct that resulted in discipline; and

4. Actions taken by the applicant to address and remediate harm caused by the misconduct.

(7) The board shall have discretion in all applications under this section to inquire into and take into account the nature of the conduct or factual basis of the revocation or surrender of the former license.

(8) The board retains discretion under sections 327.441 and 327.442, RSMo, to deny any application for examination or licensure based on prior misconduct or circumstances occurring between the order of revocation or affidavit of voluntary surrender and the entry of the board's order, or to grant such application subject to a period and terms of probation pursuant to section 324.038, RSMo.

AUTHORITY: sections 327.041 and 327.442, RSMo 2016. Original rule filed Nov. 6, 2019, effective May 30, 2020. Amended: Filed June 21, 2021, effective Dec. 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014, and 327.442, RSMo 2009, amended 2014.*



Rules of Department of Commerce and Insurance

Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects Chapter 5—Examinations

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 5—Examinations**

**20 CSR 2030-5.010 Special Examinations
Prohibited**

PURPOSE: This rule prohibits giving special examinations.

Examinations administered by the board will be given at times and places established by the board. Examinations administered by the National Council of Architectural Registration Boards (NCARB), the National Council of Examiners for Engineering and Surveying (NCEES), or the Council of Landscape Architectural Registration Boards (CLARB), will be given at times and places established by the council. No special examinations will be conducted.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-5.010. Original rule filed March 16, 1970, effective April 16, 1970. Moved to 20 CSR 2030-5.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-5.020 NCARB Examinations—Architects

PURPOSE: This rule adopts the National Council of Architectural Registration Boards' examination for architects.

(1) The architectural division of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, having reviewed past examinations of the National Council of Architectural Registration Boards (NCARB) on architecture, finds that the examinations meet the requirements of section 327.151, RSMo, and, pursuant to the discretion vested by this statute, does adopt the examination prepared by that organization as that of the division as fully as if the division had prepared the examination, with the modifications as the division deems proper. The division reserves the right to revoke this approval at any time and to prepare and administer the examination as it deems proper.

AUTHORITY: section 327.041, RSMo Supp. 2014. This rule originally filed as 4 CSR 30-5.020. Original rule filed Aug. 27, 1974, effective Sept. 27, 1974. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-5.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-5.030 Standards for Admission to Examination—Architects

PURPOSE: This rule sets out standards for admission to architectural examinations.

(1) Every graduate from a curriculum fully accredited by the National Architectural Accreditation Board (NAAB), or other designated agencies as recognized by the National Council of Architectural Registration Boards (NCARB), applying for architectural licensure shall submit with and as a part of the application documents as required in section 327.131, RSMo, a fully certified and completed Architectural Experience Program (AXP) record formerly known as an Intern Development Program (IDP) record. A person participating in AXP through NCARB who has graduated with an NAAB accredited degree or equivalent degree from Canada, may use the term "Architectural Intern."

(2) Section (1) shall not apply to any applicant for licensure by comity who received waiver of educational and examination requirements under 20 CSR 2030-4.060(3).

AUTHORITY: sections 327.041 and 327.141, RSMo 2016, and sections 327.131 and 327.221, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-5.030. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Sept. 13, 1983, effective Dec. 11, 1983. Amended: Filed Sept. 12, 1985, effective Dec. 12, 1985. Amended: Filed Feb. 4, 1992, effective June 25, 1992. Rescinded and readopted: Filed May 13, 2005, effective Nov. 30, 2005. Moved to 20 CSR 2030-5.030, effective Aug. 28, 2006. Amended: Filed Nov. 21, 2008, effective June 30, 2009. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014;*

327.131, RSMo 1969, amended 1981, 1999, 2001, 2019, 2020; 327.141, RSMo 1969, amended 1981, 1999, 2014; and 327.221, RSMo 1969, amended 1981, 1983, 1999 2014, 2018, 2020.

**20 CSR 2030-5.050 Admission to Examination—Architects
(Rescinded May 30, 2018)**

AUTHORITY: section 327.041, RSMo Supp. 2005. This rule originally filed as 4 CSR 30-5.050. Original rule filed May 25, 1970, effective June 25, 1970. Amended: Filed Aug. 18, 2005, effective March 30, 2006. Moved to 20 CSR 2030-5.050, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 15, 2017, effective May 30, 2018.

20 CSR 2030-5.055 Passing Grade—Architects

PURPOSE: This rule sets the required passing grade on architectural examinations.

An applicant must obtain a passing score on each portion of the architectural examination in accordance with National Council of Architectural Registration Boards (NCARB) standards.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-5.055. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Feb. 4, 1992, effective June 25, 1992. Moved to 20 CSR 2030-5.055, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-5.060 Reexamination—Architects

PURPOSE: This rule permits unlimited opportunities for retake of the architectural examinations.

(1) Applicants who fail to pass the architectural examinations will be allowed unlimited opportunities for reexamination in accordance with the rolling clock standards established by the National Council of Architectural Registration Boards (NCARB).

AUTHORITY: section 327.041, RSMo Supp. 2004 and 327.151, RSMo 2000. This rule originally filed as 4 CSR 30-5.060. Original*



rule filed Aug. 22, 1973, effective Sept. 22, 1973. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Sept. 13, 1983, effective Dec. 11, 1983. Amended: Filed Dec. 1, 2004, effective June 30, 2005. Moved to 20 CSR 2030-5.060, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1991, 2001 and 327.151, RSMo 1969, amended 1981, 1999.

20 CSR 2030-5.070 NCEES Examinations—Professional Engineers

PURPOSE: This rule adopts the National Council of Examiners for Engineering and Surveying examination for engineers.

(1) The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, having reviewed past examinations of the National Council of Examiners for Engineering and Surveying (NCEES) on engineering, finds that the examination meets the requirements of section 327.241, RSMo, and, pursuant to the discretion vested by this statute, does adopt the examination prepared by that organization as that of the board as fully as if the board had prepared the examination, with modifications as the board deems proper. The board reserves the right to revoke this approval at any time and to prepare and administer the examination as it deems proper.

AUTHORITY: section 327.041, RSMo Supp. 2014. * This rule originally filed as 4 CSR 30-5.070. Original rule filed Aug. 27, 1974, effective Sept. 27, 1974. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-5.070, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.

20 CSR 2030-5.080 Standards for Licensure—Professional Engineers

PURPOSE: This rule sets out standards for admission to engineering examinations.

(1) An applicant for licensure as a professional engineer shall have the knowledge, skills, and experience as the board deems

necessary to qualify the applicant for being placed in responsible charge of engineering work. The minimum length of experience required of the applicant, based on education, is three (3) years for any applicant holding a master's degree in engineering or four (4) years after the applicant has satisfied the educational requirements of sections 327.221 and 327.241.6, RSMo. Any applicant who meets the educational requirements of sections 327.221, and 327.241.6, RSMo, qualifies for admission to the examination. The Engineers' Council for Professional Development (ECPD) has been succeeded by the Accreditation Board for Engineering and Technology, Inc. (ABET). For purposes of evaluating engineering curricula at the baccalaureate level, the programs accredited by the Engineering Accreditation Commission (EAC) of ABET shall be the basis used for evaluation of programs not accredited by EAC of ABET.

(2) The board reserves the right to revoke this approval at any time and to prepare and administer the examination as it deems proper.

(3) Foreign-educated applicants holding an engineering degree not accredited by ECPD, ABET, or its successor organizations will be required to submit a favorable evaluation report completed by an evaluation service acceptable by the professional engineering division of the board certifying equivalency to an ABET accredited degree. Applicants holding a United States of America (USA) engineering degree not accredited by ECPD, ABET, or its successor organizations will be required to have their educational degree program evaluated in order to determine whether or not it is equal to or exceeds the programs accredited by ECPD, ABET, or their successor organizations. The evaluation must be completed by an evaluation service acceptable by the professional engineering division of the board. The evaluator, by evaluation of transcripts and an official publication describing the engineering degree program of the institution, personal interview, by examination, or both in any other manner deemed suitable, shall make an evaluation as to whether the academic program completed by the applicant meets the minimum educational requirements established by section 327.221, RSMo. The evaluator shall recommend to the professional engineering division and report how any deficiencies can be corrected, listing prescribed educational areas to bring the applicant's academic qualifications up to the required minimum. Deficiencies in engineering courses must be made up with courses offered by an EAC/ABET-accredited degree

program or equivalent. The report of the evaluator is not binding upon the division.

(4) An applicant who completes an engineering education program that is non-accredited and not deemed substantially equivalent and who then earns a graduate engineering degree from a United States school with an EAC/ABET-accredited undergraduate or graduate program in an equivalent discipline will be accepted for the licensure process. The graduate degree should be treated as confirming the undergraduate degree giving the applicant equal standing with an applicant who has graduated from an EAC/ABET undergraduate engineering program. The degree earned in the graduate program validates the degree earned in the non-accredited undergraduate program and would not then be applicable for experience credit.

(5) A degree in engineering technology does not meet the educational requirements for licensure as a professional engineer.

(6) Any applicant deemed by the professional engineering division under sections (3) or (4) of this rule to have completed an educational program which is equal to or exceeds those programs accredited by ECPD, ABET, or their successor organizations shall be required to have obtained the minimum engineering work experience as is required in section (1) of this rule before applying for licensure. In all cases, the board will consider only that experience the applicant has obtained after satisfying the educational requirements of sections 327.221 and 327.241, RSMo.

(7) In evaluating the minimum engineering work experience required of all applicants, maximum credit granted includes the following:

(A) Engineering teaching at collegiate level (only advanced engineering subjects or courses related to advanced engineering at board-approved schools), assistant professor and higher—year-for-year;

(B) Master's degree in engineering—one (1) year for completion;

(C) Military service (commissioned only—normally this service is in a technical branch such as engineering, ordinance, civil work services (CWS), civil engineering corps (CEC), etc.): Generally year-for-year subject to evaluation;

(D) Construction (technical decision-making level), above average complexity, non-standard design, or both involving field modification—year-for-year;

(E) Project planning including layout and



twenty-five percent (25%) or more design—year-for-year;

(F) Research and development at the planning and decision-making level—year-for-year; and

(G) Engineering management and administration—year-for-year.

(8) Individual evaluation may result in less than full credit.

(9) Sections (1) through (8) shall not apply to any applicant for licensure by comity who received waiver of educational and examination requirements under 20 CSR 2030-4.070(4).

AUTHORITY: sections 327.041 and 327.241, RSMo 2016, and section 327.221, RSMo Supp. 2020.* This rule originally filed as 4 CSR 30-5.080. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Sept. 13, 1977, effective March 11, 1978. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Sept. 13, 1983, effective Dec. 11, 1983. Amended: Filed Nov. 9, 1984, effective Feb. 11, 1985. Amended: Filed Sept. 12, 1985, effective Dec. 12, 1985. Amended: Filed Aug. 31, 1987, effective Nov. 23, 1987. Amended: Filed Feb. 15, 1989, effective May 11, 1989. Amended: Filed Oct. 3, 1995, effective April 30, 1996. Amended: Filed May 13, 2005, effective Nov. 30, 2005. Moved to 20 CSR 2030-5.080, effective Aug. 28, 2006. Amended: Filed Aug. 11, 2008, effective Feb. 28, 2009. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed July 18, 2019, effective Jan. 30, 2020. Amended: Filed Oct. 6, 2020, effective April 30, 2021.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.221, RSMo 1969, amended 1981, 1983, 1999, 2014, 2018, 2020; and 327.241, RSMo 1969, amended 1977, 1981, 1983, 1999, 2014.

20 CSR 2030-5.090 Scope of Examination—Professional Engineers

PURPOSE: This rule prescribes subject matter of engineering examinations.

(1) The engineering examination consists of two (2) parts. Each part of the examination consists of two (2) sections. Any reexamination consists of all of part I or part II, as the case shall require.

(2) Part I of the engineering examination is in mathematics and basic sciences.

(3) Part II of the engineering examination is in theory and practice of engineering.

AUTHORITY: section 327.041, RSMo 2016.* This rule originally filed as 4 CSR 30-5.090. Original rule filed March 16, 1970, effective April 16, 1970. Moved to 20 CSR 2030-5.090, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.

20 CSR 2030-5.100 Passing of Part I Required—Engineers

PURPOSE: This rule requires all candidates for part two of the engineering examination to pass part one before being admitted to part two.

(1) No applicant for licensure as a professional engineer under section 327.221, RSMo shall be allowed to take part II of the required examination without having first passed part I of that examination.

AUTHORITY: sections 327.041 and 327.131, RSMo Supp. 2005 and 327.151, 327.221 and 327.241, RSMo 2000.* This rule originally filed as 4 CSR 30-5.100. Original rule filed Aug. 5, 1971, effective Sept. 5, 1971. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Aug. 18, 2005, effective March 30, 2006. Moved to 20 CSR 2030-5.100, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001; 327.131, RSMo 1969, amended 1981, 1999, 2001; 327.151, RSMo 1969, amended 1981, 1999; 327.221, RSMo 1969, amended 1981, 1983, 1999; and 327.241, RSMo 1969, amended 1977, 1981, 1983, 1999.

20 CSR 2030-5.105 Reexaminations—Professional Engineers

PURPOSE: This rule outlines the policy for reexamination of engineer-intern and professional engineering applicants who fail the examination(s).

(1) An applicant for enrollment as an engineer-intern failing to make a passing grade on the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering Examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined on the date of the reex-

amination and providing the applicant applies for reexamination in accordance with NCEES policy.

(2) An applicant for examination and licensure as a professional engineer failing to make a passing grade on the NCEES Principles and Practice of Engineering Examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined on the date of the reexamination and providing the applicant applies for reexamination in accordance with NCEES policy.

AUTHORITY: sections 327.041, 327.241, and 327.251, RSMo 2016.* This rule originally filed as 4 CSR 30-5.105. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Nov. 1, 2001, effective June 30, 2002. Moved to 20 CSR 2030-5.105, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed April 18, 2019, effective Nov. 30, 2019.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.241, RSMo 1969, amended 1977, 1981, 1983, 1999, 2014; and 327.251, RSMo 1969, amended 1981, 1999, 2014.

20 CSR 2030-5.110 Standards for Admission to Examination—Professional Land Surveyors

PURPOSE: This rule outlines the experience required of those persons applying for the land surveying examination under section 327.314, RSMo.

(1) No person shall apply for examination and licensure as a professional land surveyor in the state of Missouri unless said person is currently enrolled as a land surveyor-in-training and unless said person shall have acquired at least four (4) years of satisfactory professional field and office experience in land surveying under the immediate personal supervision of a professional land surveyor upon their date of enrollment. However, applicants may accrue up to one (1) year (twelve (12) months) credit for satisfactory land surveying experience earned while in the military even if that experience was not completed under the immediate personal supervision of a licensed professional land surveyor.

(2) For professional field and office experience in land surveying to be deemed satisfactory, the applicant shall have obtained at least



twenty-four (24) months of the required experience as field experience and at least sixteen (16) months of the required experience as office experience. In evaluating satisfactory professional field and office experience in land surveying, credit shall be given as follows:

(A) Party chief—year for year;

(B) Office work (combination of record research, survey calculations, and preparation of property descriptions as relating to property boundary surveys and/or the reestablishment of the U.S. public land survey corners) (year-for-year credit);

(C) Individual evaluation may result in less than full credit; and

(D) Design or construction surveying work experience in the field or office will receive no more than eight (8) months credit.

(3) Sections (1) and (2) shall not apply to any applicant for licensure by comity who received waiver of educational and examination requirements under 20 CSR 2030-4.080(4).

AUTHORITY: sections 327.041 and 327.314, RSMo 2016, and section 327.312, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-5.110. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed July 20, 1987, effective Oct. 25, 1987. Rescinded and readopted: Filed Nov. 1, 2001, effective June 30, 2002. Moved to 20 CSR 2030-5.110, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016. Amended: Filed July 18, 2019, effective Jan. 30, 2020. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.312, RSMo 1983, amended 1999, 2014, 2018, 2020; and 327.314, RSMo 1983, amended 1999, 2001, 2014.*

20 CSR 2030-5.120 Scope of Examination—Land Surveyor-in-Training and Professional Land Surveyors

PURPOSE: This rule establishes the examinations that are required of a person applying for enrollment as a land surveyor-in-training under section 327.312, RSMo, and for a person applying for licensure as a professional land surveyor other than nonresident or resident military spouses exempt under section 324.009(2), RSMo.

(1) The examination for enrollment as a land surveyor-in-training shall be the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Land Surveying Examination.

(2) The examinations for licensure as a professional land surveyor shall be the NCEES Principles and Practice of Land Surveying and the Missouri Specific Examination covering Missouri surveying practice and Missouri statutes and rules relating to the practice of land surveying. These two (2) examinations are independent of each other and shall be graded separately. Applicants must obtain a passing score on each examination before licensure will be granted.

(3) The examinations mandated in sections (1) and (2) of this rule shall not be required of nonresident or resident military spouses applying for licensure under section 324.009(2), RSMo.

AUTHORITY: sections 327.041 and 327.314, RSMo 2016, and section 327.312, RSMo Supp. 2020. This rule originally filed as 4 CSR 30-5.120. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed Jan. 27, 1987, effective April 26, 1987. Amended: Filed July 20, 1987, effective Oct. 25, 1987. Rescinded and readopted: Filed Oct. 1, 2001, effective April 30, 2002. Moved to 20 CSR 2030-5.120, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Dec. 10, 2020, effective June 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.312, RSMo 1983, amended 1999, 2014, 2018, 2020; and 327.314, RSMo 1983, amended 1999, 2001, 2014.*

20 CSR 2030-5.130 Reexamination—Land Surveyor-in-Training and Professional Land Surveyor

PURPOSE: This rule outlines the policy for reexamination of land surveyor-in-training and professional land surveyor applicants who fail the examination(s).

(1) An applicant for enrollment as a land surveyor-in-training failing to make a passing grade on the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Surveying Examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined on the date of the

reexamination and providing the applicant applies for reexamination in accordance with NCEES policy.

(2) An applicant for examination and licensure as a professional land surveyor failing to make a passing grade on the NCEES Principles and Practice of Surveying Examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined on the date of the reexamination and providing the applicant applies for reexamination in accordance with NCEES policy.

(3) An applicant for examination and licensure as a professional land surveyor failing to make a passing grade on the Missouri Specific Examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined on the date of the reexamination and providing the following criteria are met:

(A) The applicant applies for reexamination on forms furnished by the board;

(B) The applicant pays the required reexamination fee;

(C) The applicant files his/her application for reexamination on or before the filing deadline established by the board; and

(D) The applicant provides any additional information deemed pertinent to the board.

AUTHORITY: sections 327.041, 327.314, 327.331, and 327.341, RSMo 2016, and sections 327.312, 327.313, and 327.321, RSMo Supp. 2018. This rule originally filed as 4 CSR 30-5.130. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Rescinded and readopted: Filed Oct. 1, 2001, effective April 30, 2002. Moved to 20 CSR 2030-5.130, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.312, RSMo 1983, amended 1999, 2014, 2018; 327.313, RSMo 1983, amended 1999, 2014, 2018; 327.314, RSMo 1983, amended 1999, 2001, 2014; 327.321, RSMo 1969, amended 1981, 1983, 1999, 2014, 2018; 327.331, RSMo 1969, amended 1981, 1983, 1999, 2014; and 327.341, RSMo 1969, amended 1999, 2014.*

20 CSR 2030-5.140 CLARB Examinations—Professional Landscape Architects

PURPOSE: This rule adopts the Council of Landscape Architectural Registration Boards' Landscape Architect Registration Examination (LARE) or its successor.



(1) The board adopts the Council of Landscape Architectural Registration Boards' (CLARB) Landscape Architect Registration Examination (LARE) or its successor as its own. All applications for examination as a professional landscape architect shall be filed with the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, or a substantially equivalent provider so designated by the board, prior to the established deadline. An applicant must obtain a passing score on each portion of the examination in accordance with CLARB standards.

(2) Section (1) shall not apply to any applicant for licensure by comity who received waiver of educational and examination requirements under 20 CSR 2030-4.090(2).

AUTHORITY: sections 327.041 and 327.617, RSMo 2016. This rule originally filed as 4 CSR 30-5.140. Original rule filed Oct. 30, 2002, effective April 30, 2003. Amended: Filed Sept. 8, 2003, effective March 30, 2004. Moved to 20 CSR 2030-5.140, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed Oct. 6, 2020, effective April 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.617, RSMo 1989, amended 2001, 2014.*

20 CSR 2030-5.150 Standards for Admission to Examination—Professional Landscape Architects

PURPOSE: This rule sets out standards for admission to landscape architectural examinations.

(1) A Missouri applicant for licensure shall have a degree in landscape architecture from an accredited school of landscape architecture or a degree deemed equivalent in the opinion of the board. The minimum length of experience required of the applicant, based on education, is at least three (3) years of satisfactory landscape architectural experience after acquiring that degree. Any applicant who meets the educational requirements of section 327.612, RSMo, qualifies for admission to the Council of Landscape Architectural Registration Boards' (CLARB) Landscape Architect Registration Examination (LARE), or its successor.

(2) For the purpose of admission to the examination, satisfactory training and experience

shall include: site investigation; selection and allocation of land and water resources for appropriate use; land use feasibility studies; formulation of graphic and written criteria to govern the planning and design of land construction programs; preparation, review, and analysis of master plans for land use and site development; production of overall site plans, grading plans, irrigation plans, planting plans, and related construction details; specifications; cost estimates and reports for site development; collaboration in the design of roads and site structures with respect to the functional and aesthetic requirements, but not involving structural design or stability; and field observation of land area construction, restoration, and maintenance.

AUTHORITY: sections 327.041 and 327.612, RSMo 2016. This rule originally filed as 4 CSR 30-5.150. Original rule filed Oct. 30, 2002, effective April 30, 2003. Amended: Filed Sept. 8, 2003, effective March 30, 2004. Moved to 20 CSR 2030-5.150, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed April 18, 2019, effective Nov. 30, 2019.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.612, RSMo 1989, amended 2001, 2014.*

20 CSR 2030-5.160 State Exam Covering Chapter 327, RSMo, the Board Rules, and Ethics

PURPOSE: This rule requires all applicants for an architectural, professional engineering, or professional landscape architectural license, other than nonresident or resident military spouses exempt under section 324.009(2), RSMo, to pass a state specific examination covering Chapter 327, RSMo, the board rules, and ethics before being issued a license to practice.

(1) Before an architect, professional engineer, or professional landscape architect can be licensed to practice in Missouri, he or she must pass an examination on Chapter 327, RSMo, board rules, and ethics.

(2) The purpose of the examination is to ensure that applicants are familiar with the act regulating the professions of architects, professional engineers, and professional landscape architects and the ethics of practicing architecture, professional engineering, or professional landscape architecture. This is an open book examination administered online, at no cost to the applicant, via the board's

website.

(3) Any applicant for examination and licensure as an architect, professional engineer, or professional landscape architect failing to make a passing grade on the examination may have unlimited opportunities to retake the examination so long as the applicant remains qualified to be examined.

(4) An applicant achieves a passing grade with a score of eighty percent (80%).

(5) Nonresident or resident military spouses, eligible for licensure under section 324.009, RSMo, are not required to take the state examination in this section.

AUTHORITY: section 327.041, RSMo 2016. Original rule filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed Dec. 10, 2020, effective June 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
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Title 20—DEPARTMENT OF COMMERCE AND INSURANCE
Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects
Chapter 6—Fees

20 CSR 2030-6.010 Fees Not Refundable

PURPOSE: This rule provides a more concise statement to indicate that all fees are nonrefundable.

No remittances to the board shall be made by cash. All fees are generally nonrefundable.

AUTHORITY: section 327.041, RSMo Supp. 1989. This rule originally filed as 4 CSR 30-6.010. Original rule filed March 16, 1970, effective April 16, 1970. Emergency amendment filed Aug. 12, 1981, effective Aug. 22, 1981, expired Dec. 10, 1981. Amended: Filed Aug. 12, 1981, effective Nov. 12, 1981. Amended: Filed Feb. 4, 1992, effective June 25, 1992. Moved to 20 CSR 2030-6.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999.*

20 CSR 2030-6.015 Application, Renewal, Relicensure, and Miscellaneous Fees

PURPOSE: This rule establishes and fixes various fees and charges authorized by Chapter 327, RSMo.

(1) The following fees are established by the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects:

- (A) Architectural Application Filing Fee—Comity \$200
- (B) Architectural Application Filing Fee—Examination \$100
- (C) Professional Engineer Application Filing Fee—Comity \$200
- (D) Professional Engineer Application Filing Fee—Examination \$100
- (E) Professional Land Surveyor Application Filing Fee—Comity \$200
- (F) Professional Land Surveyor Application Filing Fee—Examination \$100
- (G) Professional Land Surveyor Missouri Specific Examination \$100

- (H) Professional Landscape Architect Application Filing Fee—Comity \$200
- (I) Professional Landscape Architect Application Filing Fee—Examination \$100
- (J) 327.392 Application Filing Fee \$200
- (K) Engineer Intern Application Filing Fee \$ 10
- (L) Land Surveyor-in-Training Application Filing Fee \$ 10
- (M) Individual Renewal Fee \$ 35
- (N) Individual Reactivation Fee \$100
- (O) Individual Relicensure Fee \$200
- (P) Corporate Application Fee \$200
- (Q) Corporate Renewal Fee \$ 50
- (R) Corporate Reauthorization Fee \$200
- (S) Certification Fee \$ 50
- (T) Replacement Certificate License Fee \$ 10
- (U) Insufficient Funds Check Charge \$ 25

(2) Fees for photocopying and research not exceeding the actual cost of the document search and duplication pursuant to section 610.025, RSMo, may be charged.

(3) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the remaining provisions of this rule remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.

(4) In addition to the fees established in section (1) of this rule, the applicant shall pay the company or organization selected by the board to administer and/or score any required examination(s) such fee as is determined by agreement of the board and the selected company or organization to be appropriate.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-6.015. Emergency rule filed Aug. 12, 1981, effective Aug. 22, 1981, expired Dec. 10, 1981. Original rule filed Aug. 12, 1981, effective Nov. 12, 1981. Amended: Filed Jan. 12, 1984, effective April 12, 1984. Emergency amendment filed Sept. 6, 1984, effective Sept. 16, 1984, expired Jan. 13, 1985. Amended: Filed Sept. 6, 1984, effective Dec. 13, 1984. Amended: Filed June 5, 1986, effective Aug. 25, 1986. Amended: Filed Jan. 19, 1988, effective March 25, 1988. Amended: Filed Feb. 15, 1989, effective May 11, 1989. Emer-*

gency amendment filed Aug. 2, 1990, effective Aug. 12, 1990, expired Dec. 9, 1990. Amended: Filed Aug. 2, 1990, effective Dec. 31, 1990. Amended: Filed Sept. 18, 1990, effective Feb. 14, 1991. Amended: Filed Feb. 14, 1992, effective Aug. 6, 1992. Amended: Filed Oct. 3, 1995, effective April 30, 1996. Amended: Filed Oct. 1, 1998, effective March 30, 1999. Amended: Filed Nov. 21, 2000, effective May 30, 2001. Amended: Filed June 28, 2002, effective Dec. 30, 2002. Amended: Filed Sept. 8, 2003, effective March 30, 2004. Moved to 20 CSR 2030-6.015, effective Aug. 28, 2006. Amended: Filed Aug. 11, 2006, effective Jan. 30, 2007. Amended: Filed Oct. 16, 2006, effective July 30, 2007. Amended: Filed Jan. 15, 2008, effective July 30, 2008. Emergency amendment filed July 20, 2010, effective July 30, 2010, expired Feb. 24, 2011. Amended: Filed July 20, 2010, effective Jan. 30, 2011. Amended: Filed July 26, 2012, effective Jan. 30, 2013. Amended: Filed April 8, 2013, effective Sept. 30, 2013. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Feb. 29, 2016, effective Aug. 30, 2016. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed June 21, 2021, effective Dec. 30, 2021.

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-6.020 Reexamination Fees

PURPOSE: This rule sets reexamination fees for professional land surveyors.

(1) The following reexamination/rescheduling application filing fee is established by the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects:

- (A) Professional Land Surveyor Missouri Specific \$ 75

(2) The provisions of this rule are declared severable. If any fee fixed by this rule is held invalid by a court of competent jurisdiction or by the Administrative Hearing Commission, the remaining provisions of this rule remain in full force and effect, unless otherwise determined by a court of competent jurisdiction or by the Administrative Hearing Commission.

(3) In addition to the fees established in section (1) of this rule, the applicant shall pay the company or organization selected by the board to administer and/or score any required examination(s) such fee as is determined by agreement of the board and the selected company or organization to be appropriate.



AUTHORITY: section 327.041, RSMo 2016.
This rule originally filed as 4 CSR 30-6.020.
Original rule filed March 16, 1970, effective
April 16, 1970. Emergency amendment filed
Aug. 12, 1981, effective Aug. 22, 1981,
expired Dec. 10, 1981. Amended: Filed Aug.
12, 1981, effective Nov. 12, 1981. Emergency
amendment filed Jan. 11, 1983, effective Jan.
21, 1983, expired May 21, 1983. Amended:
Filed Jan. 11, 1983, effective April 11, 1983.
Amended: Filed Jan. 12, 1984, effective April
12, 1984. Amended: Filed June 29, 1988,
effective Sept. 29, 1988. Emergency amend-
ment filed Sept. 27, 1988, effective Oct. 7,
1988, expired Feb. 2, 1989. Amended: Filed
Sept. 27, 1988, effective Feb. 11, 1989.
Amended: Filed Sept. 18, 1990, effective Feb.
14, 1991. Amended: Filed March 3, 1992,
effective Aug. 6, 1992. Amended: Filed Oct.
1, 1998, effective March 30, 1999. Amended:
Filed Nov. 21, 2000, effective May 30, 2001.
Amended: Filed June 28, 2002, effective Dec.
30, 2002. Amended: Filed Sept. 8, 2003,
effective March 30, 2004. Amended: Filed
Dec. 1, 2005, effective June 30, 2006. Moved
to 20 CSR 2030-6.020, effective Aug. 28,
2006. Non-substantive change filed Oct. 21,
2015, published Dec. 31, 2015. Amended:
Filed May 30, 2018, effective Dec. 30, 2018.
Amended: Filed Sept. 13, 2021, effective
March 30, 2022.*

**Original authority: 327.041, RSMo 1969, amended
1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 7—Nonresidents**

20 CSR 2030-7.010 Nonresidents

PURPOSE: This rule requires a nonresident who is not licensed in his/her state of residence, to submit an explanation of his/her lack of licensure in his/her state of residence.

(1) An applicant for licensure as an architect, professional engineer, professional land surveyor, or professional landscape architect who is a nonresident of this state shall not be denied licensure in this state solely for the reason s/he is not licensed in the state of his/her residence. Before any such nonresident shall be licensed in this state, s/he shall submit to the board a satisfactory explanation of his/her lack of licensure in the state of his/her residence.

*AUTHORITY: section 327.041, RSMo Supp. 2014. * This rule originally filed as 4 CSR 30-7.010. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-7.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
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**Division 2030—Missouri Board for Architects,
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Chapter 8—Land Surveying**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 8—Land Surveying**

20 CSR 2030-8.010 Professional Land Surveying Matters

PURPOSE: This rule requires all land surveying matters to be handled by the professional land surveying division.

All matters pertaining to professional land surveyors shall be handled by the professional land surveying division of the board.

*AUTHORITY: section 327.041, RSMo Supp. 2014. * This rule originally filed as 4 CSR 30-8.010. Original rule filed March 16, 1970, effective April 16, 1970. Amended: Filed Jan. 27, 1987, effective April 26, 1987. Moved to 20 CSR 2030-8.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-8.020 Professional Land Surveyor—Professional Development Units

PURPOSE: This rule outlines the professional development standards for professional land surveyors applying for renewal of licensure under the provisions of section 327.041, RSMo.

(1) Each licensed professional land surveyor, as a condition for renewal of his/her license, shall complete a minimum of twenty (20) professional development units (PDUs) each two- (2-) year period immediately preceding renewal, except as provided in section (2) of this rule.

(A) Of the twenty (20) professional development units, licensed professional land surveyors shall complete a minimum of two (2) professional development units in Surveying Standards (20 CSR 2030, Chapters 16 and 17, and/or Chapters 60 and 327, RSMo) during the two- (2-) year period immediately preceding renewal.

(2) The following are exceptions to the requirement that licensees successfully complete twenty (20) PDUs prior to renewal:

(A) The licensee can show good cause why he/she was unable to complete the PDU

requirements. In the event good cause is shown, the licensee will be allowed to make up all outstanding required PDUs within a reasonable amount of time as established by the board;

(B) A professional land surveyor who holds licensure in Missouri for less than twelve (12) months from the date of his/her initial licensure, need not report PDUs at the first license renewal; or

(C) If the licensee served on full-time active duty in the military, the licensee may renew his/her license without completing the PDU requirement for the renewal period during which the licensee served.

(3) A licensee who completes more than twenty (20) PDUs during the two (2) years immediately preceding renewal may carry forward into the next two- (2-) year period up to ten (10) PDUs.

(4) In evaluating PDUs for licensure renewal, the board will be guided by the following standards and guidelines:

(A) Criteria: In order to qualify as acceptable PDU credit, each activity must—

1. Have a clear purpose and objective to maintain, improve and/or expand skills and knowledge obtained prior to licensure, or to develop new and relevant skills and knowledge;

2. Have a well organized content presented in a sequential manner;

3. Show evidence of pre-planning, including an opportunity for input by the target group to be served;

4. Be presented by persons qualified by education and experience; and

5. Provide information to the licensee necessary for PDU record keeping and reporting purposes.

(B) Except as otherwise stated in this rule, licensees will earn one (1) PDU for every fifty (50) to sixty (60) minutes of activity that qualifies as acceptable PDU credit pursuant to this rule.

(C) Activities.

1. PDU activities must be relevant to the practice of land surveying and may include technical, ethical, or business related content.

2. PDUs may be earned at locations outside Missouri, so long as the activity qualifies as acceptable PDU credit pursuant to this rule.

3. Assuming they otherwise qualify as acceptable PDU credit pursuant to this rule, the following activities are acceptable sources of PDU credits:

A. Successful completion of college or university course earns thirty (30) PDUs per semester hour and twenty (20) PDUs per

quarter hour. Auditing or “hearing” a course qualifies for one-third (1/3) PDU credit of that stated herein;

B. Active participation and successful completion of seminars, tutorials, workshops, short courses, correspondence courses, or televised or videotaped courses. Attending program presentations at related technical or professional meetings. A correspondence course must require the participant to show evidence of achievement with a final graded test;

C. Authoring a paper or article earns five (5) PDUs upon actual publication in a regionally or nationally circulated technical journal or trade magazine. Credit cannot be claimed until that article or paper is actually published. PDUs earned for authoring a paper or article are limited to ten (10) PDUs per two- (2-) year renewal period;

D. Teaching or instructing a course or seminar that satisfies the PDU criteria described in this rule, or making a presentation at a technical meeting or convention. For the original instruction or presentation, a licensee earns two (2) PDUs for each PDU a participant could earn pursuant to this rule.

E. Notwithstanding the provisions above, PDUs will only be awarded for the first occurrence of attending or teaching a qualifying course or seminar per every two- (2-) year renewal period.

(5) All licensees shall maintain and retain records of PDU activities completed for a period of four (4) years after the reporting period in which the PDU was completed and copies must be furnished to the board for audit verification purposes if requested. If these records get lost or destroyed the licensee must inform the board, in writing, within thirty (30) days. The board may randomly audit a portion of licensees each renewal period, or a specific licensee if a complaint has been filed against the licensee, to verify compliance with the PDU requirements. Licensees shall assist the board in any audit by providing timely and complete responses to the board’s inquiries. At a minimum, licensees must keep the following records:

(A) A log identifying the type of activity claimed, the sponsoring organization, location of the program, duration of the program, the name of the instructor(s) or speaker(s), and the PDU credits earned; and

(B) Attendance verification records such as certificates of attendance which identify the participant by name, signed attendance receipts, a copy of a listing of all attendees signed by a person in responsible charge of the activity, or other documentation verifying



attendance.

(6) Any person or entity may seek pre-approval of a PDU activity by providing the board the following information. The professional land surveying division will approve or deny credit for the activity within forty-five (45) calendar days of receipt of the information:

- (A) Date(s) of the program or activity;
- (B) An outline or syllabus of the program;
- (C) Presentation abstract(s);
- (D) Preliminary program with time frames;
- (E) Course or program description; and
- (F) Names of the instructor(s) or speaker(s) with biographical information showing their education and professional experience.

(7) The board will review all PDUs claimed in support of a renewal application. If audited and it is determined that a portion of the claimed PDUs fail to meet PDU requirements, the licensee will be notified in writing of the denied PDUs. The licensee will have three (3) months from the license renewal date in which to substantiate the original claim or to earn other credits to meet the minimum requirements. If PDUs are denied to the extent that the licensee has failed to obtain the required number of PDUs for renewal, then the board will deny issuance of the renewal.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-8.020. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Nov. 8, 1984, effective Feb. 11, 1985. Amended: Filed July 6, 1992, effective April 8, 1993. Rescinded: Filed May 3, 1994, effective Dec. 30, 1994. Readopted: Filed July 11, 1994, effective Dec. 30, 1994. Rescinded and readopted: Filed June 15, 2001, effective Jan. 30, 2002. Amended: Filed May 13, 2005, effective Jan. 1, 2006. Moved to 20 CSR 2030-8.020, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Amended: Filed Feb. 22, 2008, effective Aug. 30, 2008. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed Jan. 13, 2021, effective July 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 10—Corporations**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 10—Corporations**

20 CSR 2030-10.010 Application for Certificate of Authority

PURPOSE: This rule establishes standards for corporations to obtain and maintain certificates of authority.

(1) Pursuant to section 327.401, RSMo, a corporation desiring a certificate of authority authorizing it to render architectural, professional engineering, professional land surveying, or professional landscape architectural services in this state shall submit an application to the executive director of the board, listing the names and addresses of all officers and directors for a corporation or all members and managers for a limited liability company, and listing the managing agent for each profession who is licensed in this state to practice architecture, engineering, land surveying, or landscape architecture.

(A) The directors of the corporation shall assign responsibility for the proper conduct of its architectural activities in this state to an architect licensed and authorized to practice architecture in this state.

(B) The directors of the corporation shall assign responsibility for the proper conduct of its professional engineering activities in this state to a professional engineer licensed and authorized to practice professional engineering in this state.

(C) The directors of the corporation shall assign responsibility for the proper conduct of its professional land surveying activities in this state to a professional land surveyor licensed and authorized to practice professional land surveying in this state.

(D) The directors of the corporation shall assign responsibility for the proper conduct of its professional landscape architectural activities in this state to a professional landscape architect licensed and authorized to practice professional landscape architecture in this state.

1. A corporation which is currently authorized by this board to provide professional landscape architectural services may continue to renew its certificate of authority under the rules that were in effect prior to December 31, 2019 so long as the managing agent listed in the corporation's application does not change.

2. If there is any change in the manag-

ing agent listed in the corporation's application, the provisions in this rule apply. The change shall be reported on a new form and submitted to the executive director of the board within thirty (30) days after the effective day of the change.

(2) Only an owner or officer of the applicant corporation, or member or manager of the applicant limited liability company, or a full-time employee of the applicant corporation or the applicant limited liability company is eligible to be the managing agent. If the managing agent is also the person providing immediate personal supervision, as defined by board rule(s) 20 CSR 2030-13.010 and/or 20 CSR 2030-13.020, then that person must be employed directly under the licensee's organizational structure.

(3) The managing agent's responsibilities include:

(A) Renewal of the certificate of authority and notification to the board of any changes in the firm;

(B) Overall supervision of the professional and licensing activities of the firm and its employees;

(C) Assurance that the firm institutes and adheres to policies that are in accordance with Chapter 327, RSMo and 20 CSR 2030; and

(D) Assurance, in the case of multiple offices, that the requirements for immediate personal supervision, as defined by board rule(s) 20 CSR 2030-13.010 and/or 20 CSR 2030-13.020, are being met.

(4) A certificate of authority is not required by a principal firm if the work is being done by a subconsultant who is licensed in this state. The principal firm cannot advertise itself as being able to provide architecture, engineering, land surveying, or landscape architecture services, or include the names of those professions in the name of their firm unless exempted pursuant to section 327.101(7), RSMo, section 327.191(5), RSMo, or section 327.629, RSMo.

(5) A corporation which is currently authorized by this board to provide professional services may continue to renew its certificate of authority under the rules that were in effect prior to October 30, 2005 so long as the persons listed in the corporation's application do not change. If there is any change in any of the persons listed in the corporation's application, the provisions in this rule 20 CSR 2030-10.010 apply. The change shall be reported on a new form and submitted to the executive director of the board within

thirty (30) days after the effective day of the change.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-10.010. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Rescinded and readopted: Filed May 13, 2005, effective Nov. 30, 2005. Moved to 20 CSR 2030-10.010, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Amended: Filed Feb. 22, 2008, effective Aug. 30, 2008. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed May 30, 2018, effective Dec. 30, 2018. Amended: Filed April 18, 2019, effective Nov. 30, 2019.*

**Original authority: section 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 11—Renewals**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**
**Division 3030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**
Chapter 11—Renewals

20 CSR 2030-11.010 Renewal Period

PURPOSE: This rule establishes the licensing period for the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects and establishes the information required to keep the records of the board current.

(1) The license issued to every architect, professional engineer, professional land surveyor, and professional landscape architect in Missouri shall be renewed biennially. Licenses originally issued in an odd numbered year renew by December 31 of each odd numbered year. Licenses originally issued in an even numbered year renew by December 31 of each even numbered year.

(2) The certificates of authority issued to corporations authorized to offer architectural, engineering, land surveying, and landscape architectural services in Missouri shall be renewed biennially. Certificates of authority originally issued in an odd numbered year renew by December 31 of each odd numbered year. Certificates of authority originally issued in an even numbered year renew by December 31 of each even numbered year.

(3) Each renewal application from every architect, professional engineer, professional land surveyor, and professional landscape architect in Missouri shall be accompanied by the following information, in addition to any other information the board may require:

- (A) Name; and
- (B) Address.

(4) Each person holding a license and each corporation holding a certificate of authority to practice architecture, professional engineering, professional land surveying, and professional landscape architecture in Missouri shall file, in writing, their proper and current mailing address of record with the board at its office in Jefferson City and immediately notify the board, in writing, at its office of any changes of mailing address, giving both the old and the new addresses.

(5) Failure to receive an application for renewal of a license or certificate of authority shall not relieve the licensee or certificate holder from their duty to timely renew, nor relieve them from the obligation to pay any additional fee(s) necessitated by any late renewal.

(6) The licensee may renew his/her license or certificate of authority within three (3) months from the license renewal date without penalty. A license or certificate not renewed within three (3) months of the license renewal date automatically expires on the renewal date and becomes void. The holder of the expired license or certificate loses any rights or privileges under such license, but may within the discretion of the board, and upon payment of the required fee, be relicensed or reauthorized under the licensee's original license number.

AUTHORITY: sections 327.011, 327.041, 327.171, 327.261, 327.351, and 327.621, RSMo 2016. This rule originally filed as 4 CSR 30-11.010. Emergency rule filed Sept. 14, 1981, effective Sept. 24, 1981, expired Jan. 22, 1982. Original rule filed Sept. 14, 1981, effective Dec. 11, 1981. Amended: Filed Feb. 4, 1992, effective June 25, 1992. Amended: Filed Oct. 3, 1995, effective April 30, 1996. Rescinded and readopted: Filed June 15, 2001, effective Jan. 30, 2002. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-11.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.011, RSMo 1969, amended 1981, 1986, 1999, 2001, 2007, 2014; 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.171, RSMo 1969, amended 1981, 1989, 1999, 2014; 327.261, RSMo 1969, amended 1981, 1989, 1999, 2014; 327.351, RSMo 1969, amended 1981, 1983, 1989, 1993, 1999, 2010, 2014; and 327.621, RSMo 1989, amended 2001, 2007, 2014.*

20 CSR 2030-11.015 Continuing Professional Competency for Professional Engineers

PURPOSE: The continuing professional competency (continuing education) requirement is to demonstrate a continuing level of competency for professional engineers.

(1) Purpose.

(A) Renewal of an engineering license issued pursuant to section 327.261, RSMo, may only be granted to a licensee who has successfully completed thirty (30) profession-

al development hours, as defined by this regulation, within the two (2) immediately-preceding years (renewal period). Any licensee who completes more than thirty (30) professional development hours within the preceding two (2) calendar years may apply the excess, not to exceed fifteen (15) hours, to the requirement for the next two- (2-) year period.

(B) Continuing professional competency (continuing education) is a requirement for every professional engineer licensed by the board, regardless of age, area of practice, or whether the licensee lives in-state or out-of-state pursuant to section 327.271, RSMo.

(C) Continuing professional competency obtained by a licensee should maintain, improve, or expand skills and knowledge obtained for initial licensure or develop skills and knowledge relevant to the practice of professional engineering.

(D) If the licensee served honorably on full-time active duty in the military, the licensee may renew his/her license without completing the PDH requirement for the renewal period during which the licensee served.

(E) A professional engineer who holds licensure in Missouri for less than twelve (12) months from the date of his/her initial licensure need not report professional development hours at the first license renewal.

(2) Definitions.

(A) Board. The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects.

(B) Continuing education unit (CEU). Unit customarily used for continuing education courses. One (1) CEU equals ten (10) nominal contact hours of class in an approved continuing education course.

(C) Professional development hour (PDH). One (1) nominal contact hour of instruction or presentation. The common denominator for other units of credit.

(D) Professional engineering division. The four- (4-) member division of the board that concerns itself with the profession of engineering.

(E) Sponsor. An individual, organization, association, institution, or other entity that provides an educational activity for the purpose of fulfilling the professional development requirements of the board. The sponsor is responsible for providing the attendees with verification records.

(3) Activities. All such activities must be relevant to the practice of engineering and may include technical, ethical, or managerial



content. Professional development activities satisfying these requirements include, but are not limited to:

(A) Successfully completing college or university courses;

(B) Successfully completing courses that are awarded CEU(s);

(C) Active participation and successful completion of seminars, tutorials, workshops, short courses, correspondence courses, televised or videotaped courses, or in-house corporate sponsored educational courses. A correspondence course must require the participant to show evidence of achievement with a final graded test;

(D) Attending program presentations at related technical or professional meetings. PDHs are awarded only for those portions of the meeting that meet the requirements of this rule. Licensees serving as an officer or actively participating in a committee of the technical professional society or organization may earn a maximum of two (2) PDHs annually per organization. PDH credits are not earned until the end of each year of service is completed;

(E) Contact hours spent in professional service to the public that draws upon the licensee's professional expertise on boards or commissions, such as: serving on planning commissions, park boards, city council, county commissions, or state registration boards may earn a maximum of two (2) PDHs annually per organization. PDH credits are not earned until the end of each year of service is completed;

(F) Teaching or instructing (see subsections (3)(A)–(D)). College or university faculty may not claim credit for teaching regular curriculum courses; and

(G) Authoring papers or articles that appear in nationally circulated technical journals or trade magazines.

(4) Criteria. Professional development activities must meet the following criteria:

(A) There is a clear purpose and objective for each activity that will maintain, improve, or expand skills and knowledge obtained prior to initial licensure or develop new and relevant skills and knowledge;

(B) The content of each presentation is well organized and presented in a sequential manner;

(C) There is evidence of preplanning that should include the opportunity for input by the target group to be served;

(D) The presentation will be made by persons who are well qualified by education and experience; and

(E) There is a provision for individual participant registration that will include informa-

tion required for record keeping and reporting.

(5) Units. The conversion to PDHs from other units is as follows:

(A) One (1) semester hour of college credit 30 PDH;

(B) One-quarter (1/4) hour of college credit 20 PDH;

(C) One (1) CEU 10 PDH; and

(D) One (1) nominal contact hour of acceptable professional development education 1 PDH.

(6) Credits. PDHs of credit for qualifying courses successfully completed that offer semester hour, quarter hour, or CEU credit is as specified in this rule. All other activities permit the earning of one (1) PDH of credit for each contact hour with the following exceptions:

(A) Auditing or "hearing" of university or college courses permit PDH credit of one-third (1/3) as shown in section (5);

(B) Teaching or instructing qualifying courses or seminars or making presentations at technical meetings or conventions earn PDH credit at twice that of participants;

(C) Five (5) PDHs are earned for a paper or article that is published in a nationally circulated technical journal or trade magazine. Credit cannot be claimed until that article or paper is actually published. PDHs earned for authoring a paper or article are limited to ten (10) PDHs per two- (2-) year renewal period;

(D) A one- (1-) time award of ten (10) PDHs will be granted for obtaining a work-related patent within the renewal period; and

(E) Notwithstanding the provisions above, PDHs will only be awarded for the first occurrence of attending or teaching a qualifying course or seminar per every two- (2-) year renewal period.

(7) Reciprocity. PDHs may be acquired at locations other than Missouri, so long as the content meets the requirements of this regulation.

(8) Forms. All renewal applications will require the completion of a continuing education form specified and supplied by the board. The licensee must certify and sign the form and submit it with the renewal application and fee.

(9) Records. The responsibility of maintaining records that can be used to support credits claimed is the responsibility of the licensee. Records required include, but are not limited to: 1) a log showing the type of activity

claimed, sponsoring organization, location, duration, instructor's or speaker's name, and PDH credits earned; and 2) attendance verification records in the form of completion certificates which identify the participant by name, signed attendance receipts, a copy of a listing of attendees signed by a person in responsible charge, or other documents supporting evidence of attendance. These records must be maintained for a period of four (4) years and copies must be furnished to the board for audit verification purposes if requested. If these records get lost or destroyed the licensee must inform the board, in writing, within thirty (30) days. At its discretion, the board may randomly audit a portion of licensees each renewal period or a specific licensee if a complaint has been filed against the licensee.

(10) Disallowance. If audited, the board will review all claimed PDH credits for compliance with the regulation. If in the review the board finds that the PDH credit is not acceptable, the board shall inform the licensee of the criteria that has not been adhered to. The licensee may, within three (3) months from the license renewal date, substantiate the original claim or earn other credits to meet the minimum requirements.

AUTHORITY: sections 327.031, 327.041, and 327.261, RSMo 2016. This rule originally filed as 4 CSR 30-11.015. Original rule filed Nov. 1, 2001, effective June 30, 2002. Moved to 20 CSR 2030-11.015, effective Aug. 28, 2006. Amended: Filed Oct. 16, 2006, effective April 30, 2007. Amended: Filed Feb. 22, 2008, effective Aug. 30, 2008. Amended: Filed Aug. 11, 2008, effective Jan. 30, 2009. Amended: Filed Nov. 1, 2011, effective May 30, 2012. Amended: Filed July 26, 2012, effective Jan. 30, 2013. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.031, RSMo 1969, amended 1981, 1986, 1988, 1997, 1999, 2001, 2010, 2014; 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; and 327.261, RSMo 1969, amended 1981, 1989, 1999, 2014.*

20 CSR 2030-11.020 Professional Land Surveyor—Renewal and Reactivation of Licensure

PURPOSE: This rule clarifies the requirements and conditions for renewing and reactivating a professional land surveyor's certificate of licensure.



(1) Licenses not renewed on or before the renewal date become non-current and subject to the provisions of section 327.351, RSMo. No person is entitled to practice as a professional land surveyor unless he/she holds a current and active license.

(2) In order to renew a license, the licensee must:

(A) Submit a completed renewal application form furnished by the board; and

(B) Pay the required fee; provided however, no fee need be paid by a licensee who is at least seventy-five (75) years of age at the time the renewal is due; and

(C) Submit a completed Professional Development Unit (“PDU”) form furnished by the board verifying that the licensee has completed at least twenty (20) PDUs during the preceding two (2) calendar years unless otherwise exempted.

(3) Licensees, who so attest on their renewal that they are retired from active practice or are not engaged in the active practice of land surveying, may place their license in an inactive status pursuant to section 327.351.5, RSMo. Those doing so cannot practice but can still retain the title of professional land surveyor and use the letters “PLS” behind their name. Such professional land surveyor may, however, reenter practice only after paying the required fee and satisfying the board of their proficiency. Proficiency may be established by any one (1) of the following:

(A) Completes the PDU requirements as described in board rule 20 CSR 2030-8.020; or

(B) Successfully completes the Missouri Specific Examination for professional land surveyors pursuant to section 327.351.6(2), RSMo.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-11.020. Original rule filed June 15, 2001, effective Jan. 30, 2002. Moved to 20 CSR 2030-11.020, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-11.025 Continuing Education for Architects

PURPOSE: The continuing education requirement is to demonstrate a continuing level of

competency for architects.

(1) Purpose.

(A) Renewal of an architectural license issued pursuant to section 327.171, RSMo may only be granted to a licensee who has successfully completed twenty-four (24) continuing education units (CEUs), as defined by this regulation and the American Institute of Architects (AIA), within the two (2) years immediately preceding the renewal date or be exempt from these continuing education requirements as provided in this rule. At least sixteen (16) CEUs shall be related to health, safety, and welfare (HSW) acquired in structured educational activities. All twenty-four (24) hours may be acquired in such HSW subjects and activities. Failure to comply with these requirements will result in nonrenewal of the architect’s license or other disciplinary action or both unless noted below. Any licensee who completes more than twenty-four (24) CEUs within the preceding two (2) calendar years may apply the excess, not to exceed twelve (12) units, to the requirement for the next two- (2-) year period.

(B) Continuing education is a requirement for every architect who is actively licensed by the board, regardless of age, area of practice, or whether the licensee lives in-state or out-of-state pursuant to section 327.171, RSMo.

(C) Continuing education obtained by a licensee should maintain, improve or expand skills and knowledge obtained for initial licensure, or to develop skills and knowledge relevant to the practice of architecture and necessary to safeguard life, health, property and promote the public welfare.

(2) Definitions.

(A) Architectural Division. The three (3)-member division of the board that concerns itself with the profession of architecture.

(B) Board. The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects.

(C) Contact hour. One (1) nominal contact hour of acceptable continuing education is equivalent to one (1) CEU.

(D) Continuing education unit (CEU). One (1) nominal contact hour of instruction or presentation. One (1) CEU represents a minimum of fifty (50) minutes of actual course time. No credit will be allowed for introductory remarks, meals, breaks, or administrative matters related to courses of study.

(E) Sponsor. An individual, organization, association, institution, or other entity that provides an educational activity for the purpose of fulfilling the continuing education requirements of the board. The sponsor is

responsible for providing the attendees with verification records.

(3) Initial Registration.

(A) An architect who holds licensure in Missouri for less than twelve (12) months from the date of his/her initial licensure, need not report continuing education hours at the first license renewal.

(4) Activities.

(A) The following suggested list may be used by all licensed architects in determining the types of activities that may fulfill continuing education requirements:

1. Contact hours in attendance at short courses or seminars, dealing with architectural or engineering subjects, as appropriate, to each discipline and sponsored by colleges or universities;

2. Contact hours in attendance at technical presentations on subjects which are held in conjunction with conventions or at seminars related to materials use and function. Such presentations as those sponsored by the National Council of Architectural Registration Boards, American Institute of Architects (AIA), Construction Specifications Institute, Construction Products Manufacturers Council, or similar organizations devoted to architectural or engineering education may qualify. CEUs are awarded only for those portions of the meeting that meet the requirements of this rule. Licensees serving as an officer or actively participating in a committee of the technical professional society or organization may earn a maximum of two (2) CEUs annually per organization. CEU credits are not earned until the end of each year of service is completed;

3. Contact hours in attendance at short courses, seminars, tutorials, workshops, correspondence courses, televised or videotaped courses, or in-house corporate sponsored educational courses relating to business practice or new technology and offered by colleges, universities, professional organizations, or system suppliers. A correspondence course must require the participant to show evidence of achievement with a final graded test;

4. Contact hours spent in self-study courses sponsored by the National Council of Architectural Registration Boards, AIA, or similar organizations. Credit will be given for self-study courses only if an examination has been completed by the licensee and graded by the sponsor;

5. Three (3) units preparing for each class hour spent teaching architectural courses or seminars. Credit is allowed for first occurrence of teaching course or seminar per two- (2-) year renewal period. College or university



faculty may not claim credit for teaching regular curriculum courses;

6. Contact hours spent in architectural research, which is published or formally presented to the profession or public. Five (5) CEUs are earned for a paper or article that is published in a nationally circulated technical journal or trade magazine. Credit cannot be claimed until that article or paper is actually published. CEUs earned for authoring a paper or article are limited to ten (10) CEUs per two- (2-) year renewal period;

7. College or university credit courses dealing with architectural subjects or business practice. Each semester hour equals fifteen (15) CEUs;

8. Contact hours spent in professional service to the public that draws upon the licensee's professional expertise on boards or commissions, such as: serving on planning commissions, building code advisory boards, urban renewal boards, code study committees, or as a mentor or sponsor for the Architectural Experience Program (AXP), may earn a maximum of two (2) CEUs annually per organization. CEU credits are not earned until the end of each year of service is completed;

9. Contact hours spent in education tours of architecturally significant buildings, where the tour is sponsored by a college, university, or professional organization, may earn a maximum of two (2) CEUs annually; or

10. A one- (1-) time award of ten (10) CEUs will be granted for obtaining a work related patent within the renewal period.

(5) Exemptions.

(A) A licensed architect may comply with the foregoing continuing education requirements if the architect attests in the required renewal that for not less than twenty-one (21) months of the preceding two- (2-) year period of licensure, the architect is a government employee working as an architect and assigned to duty outside the United States.

(B) If the licensee served on full-time active duty in the military the licensee may renew his/her license without completing the CEU requirement for the renewal period during which the licensee served.

(6) Reactivation—Retired or Inactive.

(A) Architects, who so attest on their renewal that they are retired from active practice or are not engaged in the active practice of architecture, may place their license in an inactive status pursuant to section 327.172.1, RSMo. Those doing so cannot practice but can still retain the title of architect. Such architect may, however, reenter practice only after paying the required fee and satisfying the board of their proficiency. Proficiency

may be established by any one (1) of the following:

1. Submitting verifiable evidence of compliance with the aggregate continuing education requirements for the reporting periods attested as retired from active practice or not engaged in active practice; or

2. Retake the architectural examination; or

3. Fulfill alternative reentry requirements determined by the board, which serve to assure the board of the current competency of the architect to engage in the practice of architecture.

(7) Reciprocity.

(A) CEUs may be acquired at locations other than Missouri, so long as the content meets the requirements of this regulation.

(8) Forms.

(A) All renewal applications will require the submission of a continuing education form specified and supplied by the board. The licensee must certify and complete the attestation on the form, before submitting it with the renewal application and fee. Failure to fulfill the continuing education requirements, or file the required reporting form, properly and completely signed, shall result in nonrenewal of a licensee's license.

(9) Records.

(A) The responsibility of maintaining records, which can be used to support credits claimed, is the responsibility of the licensee. Records required include but are not limited to: 1) a log showing the type of activity claimed, sponsoring organization, location, duration, instructor's or speaker's name, and CEU credits earned; and 2) attendance verification records in the form of completion certificates which identify the participant by name, signed attendance receipts, a copy of a listing of attendees signed by a person in responsible charge, a copy of the AIA/CES reporting form prescribed by the AIA, or other documents supporting evidence of attendance. Each architect shall complete and submit the required reporting form certifying that he/she has acquired the required continuing education hours. These records must be maintained for a period of four (4) years and copies must be furnished to the board for audit verification purposes, if requested. If these records get lost or destroyed the licensee must inform the board, in writing, within thirty (30) days. At its discretion, the board may randomly audit a portion of licensees each renewal period or a specific licensee if a complaint has been filed against the licensee. Any untrue or false statements

or the use thereof with respect to course attendance or any other aspect of continuing education activity is fraud or misrepresentation and will subject the architect to license revocation or other disciplinary action. If audited and the board finds that the CEU is not acceptable, the board shall inform the licensee of the criteria that has not been adhered to. Within three (3) months from the license renewal date, the licensee may substantiate the original claim or earn other credits to meet the minimum requirements.

AUTHORITY: sections 41.946, 327.041, and 327.171, RSMo 2016. This rule originally filed as 4 CSR 30-11.025. Original rule filed March 15, 2004, effective Sept. 30, 2004. Moved to 20 CSR 2030-11.025, effective Aug. 28, 2006. Amended: Filed Oct. 16, 2006, effective April 30, 2007. Amended: Filed Aug. 11, 2008, effective June 30, 2009. Amended: Filed April 3, 2009, effective Sept. 30, 2009. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 41.946, RSMo 1991; 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; and 327.171, RSMo 1969, amended 1981, 1989, 1999, 2014.*

**20 CSR 2030-11.030 Professional Engineer
Renewal and Reactivation of Licensure**

PURPOSE: This rule clarifies the requirements and conditions for renewing and reactivating a professional engineer's certificate of licensure.

(1) Licenses not renewed on or before the renewal date become non-current and subject to the provisions of section 327.261, RSMo. No person is entitled to practice as a professional engineer unless he/she holds a current and active license.

(2) In order to renew a license, the licensee must:

(A) Submit a completed renewal application form furnished by the board;

(B) Pay the required fee; provided however, a licensee who is at least seventy-five (75) years of age at the time the renewal is due need not pay any fee; and

(C) Submit a completed Professional Development Hour (PDH) form furnished by the board verifying that the licensee has completed at least thirty (30) PDHs during the preceding two (2) calendar years unless otherwise exempted.

(3) Licensees, who so attest on their renewal



that they are retired from active practice or are not engaged in the active practice of engineering, may place their license in an inactive status pursuant to section 327.271.1, RSMo. Those doing so cannot practice but can still retain the title of professional engineer and use the letters “PE” behind their name. Such professional engineer may, however, reenter practice only after he/she pays the required fee and in addition, completes thirty (30) Professional Development Hours within the two (2) years immediately prior to the date of reactivation.

AUTHORITY: sections 327.041, 327.261, and 327.271.1, RSMo 2016. This rule originally filed as 4 CSR 30-11.030. Original rule filed Dec. 9, 2002, effective June 30, 2003. Moved to 20 CSR 2030-11.030, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.261, RSMo 1969, amended 1981, 1989, 1999, 2014; and 327.271, RSMo 1999, 2014.*

20 CSR 2030-11.035 Continuing Education for Professional Landscape Architects

PURPOSE: Pursuant to Senate Bill 72 of the 94th General Assembly, this rule establishes continuing education requirements for professional landscape architects.

(1) Purpose.

(A) Renewal of a professional landscape architectural license issued pursuant to section 327.621, RSMo, may only be granted to a licensee who has successfully completed twenty-four (24) continuing education units (CEUs), as defined by this regulation within the two (2) years immediately preceding the renewal date or be exempt from these continuing education requirements as provided in this rule.

1. At least sixteen (16) CEUs shall be related to health, safety, and welfare (HSW) acquired in structured educational activities. All twenty-four (24) units may be acquired in such HSW subjects and activities. Failure to comply with these requirements will result in nonrenewal of the professional landscape architect’s license or other disciplinary action or both unless noted below.

2. Any licensee who completes more than twenty-four (24) CEUs within the preceding two (2) calendar years may apply the excess, not to exceed twelve (12) units, to the

requirement for the next two- (2-) year period.

(B) Continuing education is a requirement for every professional landscape architect who is actively licensed by the board, regardless of age, area of practice, or whether the licensee lives in-state or out-of-state pursuant to section 327.621, RSMo.

(C) Continuing education obtained by a licensee should maintain, improve, or expand skills and knowledge obtained for initial licensure or develop skills and knowledge relevant to the practice of landscape architecture and necessary to safeguard life, health, property, and promote the public welfare.

(2) Definitions.

(A) Professional Landscape Architectural Division. The three- (3-) member division of the board that concerns itself with the profession of landscape architecture.

(B) Board. The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects.

(C) Contact hour. One (1) nominal contact hour of acceptable continuing education is equivalent to one (1) CEU.

(D) Continuing education unit (CEU). One (1) nominal contact hour of instruction or presentation. One (1) CEU represents a minimum of fifty (50) minutes of actual course time. No credit will be allowed for introductory remarks, meals, breaks, or administrative matters related to courses of study.

(E) Sponsor. An individual, organization, association, institution, or other entity that provides an educational activity for the purpose of fulfilling the continuing education requirements of the board. The sponsor is responsible for providing the attendees with verification records.

(3) Initial Registration.

(A) A professional landscape architect who holds licensure in Missouri for less than twelve (12) months from the date of his/her initial licensure need not report continuing education hours at the first license renewal.

(4) Activities.

(A) The following suggested list may be used by all professional licensed landscape architects in determining the types of activities that may fulfill continuing education requirements:

1. Contact hours in attendance at short courses or seminars, dealing with landscape architectural, architectural, engineering, or land surveying subjects, as appropriate to each discipline and sponsored by colleges or universities;

2. Contact hours in attendance at technical presentations on subjects which are held in conjunction with conventions or at seminars related to materials use and function. Such presentations as those sponsored by the Council of Landscape Architectural Registration Boards (CLARB), American Society of Landscape Architects (ASLA), or similar organizations devoted to landscape architectural, architectural, engineering, or land surveying education may qualify. CEUs are awarded only for those portions of the meeting that meet the requirements of this rule. Licensees serving as an officer or actively participating in a committee of the technical professional society or organization may earn a maximum of two (2) CEUs annually per organization. CEU credits are not earned until the end of each year of service is completed;

3. Contact hours in attendance at short courses seminars, tutorials, workshops, correspondence courses, televised or videotaped courses, or in-house corporate sponsored educational courses relating to business practice or new technology and offered by colleges, universities, professional organizations, or system suppliers. A correspondence course must require the participant to show evidence of achievement with a final graded test;

4. Contact hours spent in self-study courses sponsored by the CLARB, ASLA, or similar organizations. Credit will be given for self-study courses only if an examination has been completed by the licensee and graded by the sponsor;

5. Three (3) units preparing for each class hour spent teaching landscape architectural courses or seminars. Credit is allowed for first occurrence of teaching course or seminar per two- (2-) year renewal period. College or university faculty may not claim credit for teaching regular curriculum courses;

6. Contact hours spent in landscape architectural research, which is published or formally presented to the profession or public. Five (5) CEUs are earned for a paper or article that is published in a nationally circulated technical journal or trade magazine. Credit cannot be claimed until that article or paper is actually published. CEUs earned for authoring a paper or article are limited to ten (10) CEUs per two- (2-) year renewal period;

7. College or university credit courses dealing with landscape architectural subjects or business practice. Each semester hour equals fifteen (15) CEUs;

8. Contact hours spent in professional service to the public that draws upon the licensee’s professional expertise on boards or commissions, such as: serving on planning commissions, park boards, city council,



county commissions, or state registration boards may earn a maximum of two (2) CEUs annually per organization. CEU credits are not earned until the end of each year of service is completed;

9. Contact hours spent in education tours of landscape architecturally significant projects, where the tour is sponsored by a college, university, or professional organization; or

10. A one- (1-) time award of ten (10) CEUs will be granted for obtaining a work-related patent within the renewal period.

(5) Exemptions.

(A) A licensed professional landscape architect may comply with the foregoing continuing education requirements if the professional landscape architect attests in the required renewal that for not less than twenty-one (21) months of the preceding two- (2-) year period of licensure, the professional landscape architect is a government employee working as a professional landscape architect and assigned to duty outside the United States.

(B) If the licensee served on full-time active duty in the military, the licensee may renew his/her license without completing the CEU requirement for any renewal period during which the licensee served.

(6) Reactivation—Retired or Inactive.

(A) Professional landscape architects, who so attest on their renewal that they are retired from active practice or are not engaged in the active practice of landscape architecture, may place their license in an inactive status pursuant to section 327.622.1, RSMo. Those doing so cannot practice but can still retain the title of professional landscape architect and use the letters “PLA” behind their name. Such professional landscape architect may, however, re-enter practice only after paying the required fee and satisfying the board of their proficiency. Proficiency may be established by any one (1) of the following:

1. Submitting verifiable evidence of compliance with the aggregate continuing education requirements for the reporting periods attested as retired from active practice or not engaged in active practice; or

2. Retake the landscape architectural registration examination; or

3. Fulfill alternative reentry requirements determined by the board, which serve to assure the board of the current competency of the professional landscape architect to engage in the practice of landscape architecture.

(7) Reciprocity.

(A) CEUs may be acquired at locations

other than Missouri, so long as the content meets the requirements of this regulation.

(8) Forms.

(A) All renewal applications will require the submission of a continuing education form specified and supplied by the board. The licensee must certify and complete the attestation on the form, before submitting it with the renewal application and fee. Failure to fulfill the continuing education requirements, or to file the required reporting form, properly and completely signed, shall result in non-renewal of a licensee’s license.

(9) Records.

(A) The responsibility of maintaining records, which can be used to support credits claimed, is the responsibility of the licensee. Records required include but are not limited to: 1) a log showing the type of activity claimed, sponsoring organization, location, duration, instructor’s or speaker’s name, and CEU credits earned; and 2) attendance verification records in the form of completion certificates which identify the participant by name, signed attendance receipts, a copy of a listing of attendees signed by a person in responsible charge, or other documents supporting evidence of attendance. Each professional landscape architect shall complete and submit the required reporting form certifying that he/she has acquired the required continuing education hours. These records must be maintained for a period of four (4) years and copies must be furnished to the board for audit verification purposes, if requested. If these records get lost or destroyed the licensee must inform the board, in writing, within thirty (30) days. At its discretion, the board may randomly audit a portion of licensees each renewal period or a specific licensee if a complaint has been filed against the licensee. Any untrue or false statements or the use thereof with respect to course attendance or any other aspect of continuing education activity is fraud or misrepresentation and will subject the professional landscape architect to license revocation or other disciplinary action. If audited and the board finds that the CEU is not acceptable, the board shall inform the licensee of the criteria that has not been adhered to. The licensee may within three (3) months from the license renewal date substantiate the original claim or earn other credits to meet the minimum requirements.

AUTHORITY: sections 41.946, 327.041, 327.171, and 327.621, RSMo 2016. Original rule filed Jan. 15, 2008, effective July 30, 2008. Amended: Filed April 3, 2009, effec-*

tive Sept. 30, 2009. Amended: Filed Nov. 1, 2011, effective May 30, 2012. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.

**Original authority: 41.946, RSMo 1991; 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014; 327.171, RSMo 1969, amended 1981, 1989, 1999, 2014; and 327.621, RSMo 1989, amended 2001, 2007, 2014.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 12—Complaints**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**
**Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**
Chapter 12—Complaints

**20 CSR 2030-12.010 Public Complaint
Handling and Disposition Procedure**

PURPOSE: This rule establishes a procedure for the receipt, handling, and disposition of public complaints by the board, pursuant to the mandate of section 4.16(6) of the Omnibus State Reorganization Act of 1974, Appendix B, RSMo 1986.

(1) The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects shall receive and process each complaint made against any licensee or certificate holder of the board or unlicensed individual or entity, which complaint alleges certain acts or practices which may constitute one (1) or more violations of the provisions of Chapter 327, RSMo, and/or the board rules. Any member of the public or the profession or any federal, state, or local official may make and file a complaint with the board. Complaints from sources without the state of Missouri are to be processed in the same manner as those originating within Missouri. No member of the Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects who files a complaint with this board while s/he holds that office may participate in further board deliberations or activity concerning the matters alleged within that complaint. The executive director or any staff member of the board may file a complaint pursuant to this rule in the same manner as any member of the public.

(2) Complaints should be mailed or delivered to the following address: Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects, PO Box 184, Jefferson City, MO 65102. However, all complaints received by the board at its administrative office in any manner will be processed. Complaints may be made based upon personal knowledge or upon information and belief, reciting information received from other sources.

(3) All complaints shall be made in writing and fully identify the complainant by name and address. Complaints may be made on

forms provided by the board and are available upon request. Oral or telephone communications will not be considered or processed as complaints, but the person making such communications will be provided with a complaint form and requested to complete it and return it to the board. Any member of the administrative staff of the board may make and file a complaint based upon information and belief, in reliance upon oral, telephone, or written communications received by the board, unless those communications are believed by the staff member to be false.

(4) Each complaint received under this rule shall be logged in consecutive order in a book maintained by the board for that purpose. The logbook shall contain a record of each complainant's name and address; the name and address of the subject(s) of the complaint; the date each complaint is received by the board; a brief statement of the acts complained of, including the name of any person injured or victimized by the alleged acts or practices; a notation whether the complaint resulted in its dismissal by the board of informal charges being filed with the Administrative Hearing Commission; and the ultimate disposition of the complaint. This logbook shall be a closed record of the board, but will be available for inspection at the board's office only by state senators, representatives, or by qualified officials within the executive branch of Missouri government having supervisory, auditing, reporting, or budgetary responsibilities or control over the board. A state senator, representative, or qualified official will be permitted to inspect the logbook only upon receipt of a written request from such official which specifically assures that the request is directly related to their duties as a state senator, representative, or official of the executive branch of Missouri government.

(5) Each complaint shall be acknowledged in writing and investigated by the board. When the complaint is received, the board will write the complainant informing him/her of the fact and stating that the matter is being referred to the board for consideration at its next regularly scheduled meeting. Upon resolution of the complaint, the board will inform the complainant in writing of the ultimate disposition of the complaint, excluding judicial appeals and provide the complainant with copies of the decisions, if any, of the Administrative Hearing Commission and the board at that time. The provisions of this subsection are not applicable to complaints filed by staff members of the board, based on information and belief, acting in reliance on third-party information received by the

board.

(6) Both the complaint and any information obtained as a result of the investigation of the complaint shall be considered a closed record of the board not available for inspection by the public. During the investigative state, the board and its executive staff shall keep the complaint and the fact of its existence confidential to the extent practicable. However, a copy of the complaint and any attachments shall be provided to any person who is the subject of that complaint or his/her legal counsel, upon written request to the board.

(7) This rule does not limit the board's authority to file a complaint with the Administrative Hearing Commission charging a licensee or certificate holder of the board with any actionable conduct or violation, whether or not such a complaint exceeds the scope of the acts charged in a preliminary public complaint filed with the board and whether or not any public complaint has been filed with the board.

(8) The board interprets this rule, as required by law, to exist for the benefits of those members of the public who submit complaints to the board and for those persons or entities within the legislative and executive branches of government having supervisory or other responsibilities or control over the professional licensing boards. This rule is not deemed to protect or inure to the benefit of those licensees or certificate holders or other persons against whom the board has instituted or may institute administrative or judicial proceedings concerning possible violations or the provisions of Chapter 327, RSMo.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-12.010. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Sept. 1, 1987, effective Nov. 23, 1987. Amended: Filed Oct. 30, 2002, effective April 30, 2003. Amended: Filed Nov. 1, 2004, effective June 30, 2005. Moved to 20 CSR 2030-12.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Sept. 29, 2015, effective March 30, 2016. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



**Rules of
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**Division 2030—Missouri Board for Architects,
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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 13—Supervision**

**20 CSR 2030-13.010 Immediate Personal
Supervision**

PURPOSE: This rule defines immediate personal supervision for architects, professional engineers, and professional landscape architects.

(1) Immediate personal supervision is a combination of activities by which a licensee maintains control over those decisions that are the basis for the findings, conclusions, analysis, rationale, details, and judgments that are embodied in the development and preparation of the technical submissions. Immediate personal supervision requires providing personal direction, oversight, inspection, observation, and supervision of work being performed.

(2) Communications between the licensee and those persons who are performing the work include, but are not limited to, use of any of the following ways: direct face-to-face communications; written communications; U.S. mail; private express package delivery; electronic mail; facsimiles; telecommunications; or other current technology; provided that the licensee retains, maintains, and asserts continuing control and judgment.

(3) The licensee who signs and seals technical submissions in accordance with the provisions of section 327.411, RSMo, must be knowledgeable of decisions made during preparation of the technical submissions in sufficient detail as to be able to personally answer any questions regarding substantive decisions as to the design.

(4) Specifications, drawings, reports, design surveys, or other technical submissions will be deemed to have been prepared under the immediate personal supervision of a licensee when the following circumstances exist:

(A) The licensee, or an employee of the licensee's corporation, firm, partnership, association, or other entity authorized to do business, shall be in direct contact with the client requesting preparation of specifications, drawings, reports, design surveys, or other technical submissions;

(B) The licensee provides initial direction in development of the design and supervises each step of the preparation of the specifications, drawings, reports, design surveys, or

other technical submissions and has input into their preparation prior to their completion;

(C) The licensee is not employed by the client solely for the purpose of reviewing and approving specifications, drawings, reports, design surveys, or other technical submissions prepared by an unlicensed person, employee, or contractor of the client;

(D) The licensee reviews the final specifications, drawings, reports, design surveys, or other technical submissions and is able to, and does make, necessary and appropriate changes to them; and

(E) In circumstances where a licensee in responsible charge of the work is unavailable to complete the work, or the work is a site adaptation of a standard design drawing, or the work is a design drawing signed and sealed by an out-of-jurisdiction licensee, a successor licensee may take responsible charge by performing all professional services to include developing a complete design file with work or design criteria, calculations, code research, and any necessary and appropriate changes to the work. The non-professional services, such as drafting, need not be redone by the successor licensee but must clearly and accurately reflect the successor licensee's work. The burden is on the successor licensee to show such compliance. The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all technical submissions.

(5) The specifications, drawings, reports, design surveys, or other technical submissions shall be signed and sealed per the provisions of section 327.411, RSMo.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-13.010. Original rule filed Dec. 8, 1981, effective March 11, 1982. Amended: Filed Dec. 16, 1988, effective Feb. 24, 1989. Amended: Filed Oct. 30, 2002, effective June 30, 2003. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-13.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018. Amended: Filed June 21, 2021, effective Dec. 30, 2021.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

**20 CSR 2030-13.020 Immediate Personal
Supervision for Professional Land Surveyors**

PURPOSE: This rule defines immediate per-

sonal supervision for professional land surveyors.

(1) Immediate personal supervision is a combination of activities by which a professional land surveyor maintains control over those decisions that are the basis for the findings, conclusions, analysis, rationale, details, and judgments that are embodied in the development and preparation of plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions. Immediate personal supervision requires providing personal direction, oversight, inspection, observation, and supervision of work being performed.

(2) Communications between the professional land surveyor and those persons who are performing the work include, but are not limited to, use of any of the following ways: direct face-to-face communications; written communications; U.S. mail; private express package delivery; electronic mail; facsimiles; telecommunications; or other current technology; provided that the professional land surveyor retains, maintains, and asserts continuing control and judgment.

(3) The professional land surveyor who signs and seals plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions in accordance with the provisions of section 327.411, RSMo, must be knowledgeable of decisions made during preparation of the documents in sufficient detail as to be able to personally answer any questions regarding substantive decisions.

(4) Plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions will be deemed to have been prepared under the immediate personal supervision of a professional land surveyor when the following circumstances exist:

(A) The licensee, or an employee of the licensee's corporation, firm, partnership, association, or other entity authorized to do business, shall be in direct contact with the client requesting preparation of plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions;

(B) The professional land surveyor provides initial direction and supervises each step of the preparation of the plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions and has input into their preparation prior to their completion;



(C) The professional land surveyor is not employed by the client, solely for the purpose of reviewing and approving plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions prepared by an unlicensed person, employee, or contractor of the client;

(D) The professional land surveyor reviews the final plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions and is able to, and does make, necessary and appropriate changes to them; and

(E) In circumstances where a licensee in responsible charge of the work is unavailable to complete the work, a successor licensee may take responsible charge by performing all professional services to include the development and preparation of plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions. The non-professional services, such as drafting, need not be redone by the successor licensee but must clearly and accurately reflect the successor licensee's work. The burden is on the successor licensee to show such compliance. The successor licensee shall have control of and responsibility for the work product and the signed and sealed originals of all technical submissions.

(5) During a land survey the professional land surveyor shall:

(A) Supervise and review prior to making the survey the acquisition of all necessary records and data including, but not limited to, deeds, maps, certificates of title, abstracts of title, section line, and other boundary line locations in the vicinity;

(B) Supervise and review prior to making the survey the analysis of all the record data in order to determine the most nearly correct legal boundaries of the tract to be surveyed;

(C) Supervise and review the investigation of the selection of the ground control (such as section corners, block corners, survey corners, or other corners or monuments found) as a result of the filed survey to be used to position the survey on the ground; and

(D) Supervise and review the execution of the survey, the survey computations, and the preparation of the drawing.

(6) The plats, maps, preliminary subdivision plans, drawings, reports, descriptions, surveys, or other technical submissions shall be signed and sealed according to section 327.411, RSMo.

Original rule filed Dec. 16, 1988, effective Feb. 24, 1989. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-13.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018. Amended: Filed June 21, 2021, effective Dec. 30, 2021.

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

AUTHORITY: section 327.041, RSMo 2016.
This rule originally filed as 4 CSR 30-13.020.*



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**Division 2030—Missouri Board for Architects,
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**Title 20—DEPARTMENT OF COMMERCE AND INSURANCE
Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects
Chapter 14—Definitions**

20 CSR 2030-14.020 Definition of Baccalaureate Degree From Approved Curriculum as Used in Section 327.312.1(1), RSMo

PURPOSE: This rule provides a clear definition of the words baccalaureate degree from an approved curriculum as those words are used in section 327.312.1(1), RSMo.

(1) The approved curriculum for a baccalaureate degree as it applies to admission to the land surveyor-in-training program will be deemed acceptable if the candidate holding the degree has achieved all of the credits in college level courses in accordance with the following table:

General Title	Representative Course Titles	Semester Hours
Mathematics	Trigonometry, Algebra, Analytic Geometry, Calculus, Statistics	12
Communications	Technical Writing, Speech	3
Legal Aspects of Boundary Survey	Legal Principles of Surveying, Missouri Surveying Law, Legal Principles and Boundary Control, Legal Aspects of Surveying, United States Public Land Surveying System (UPLSS)	3
Science	Physics, Geophysics, Astronomy, Computer Science, Remote Sensing	12
Surveying (A)	Surveying I, Surveying II, Land Surveying, Fundamentals of Surveying, Advanced Surveying, Surveying Calculations	6
Surveying (B)	Subdivision Design, Route and Construction Surveying, Geomatics, Introduction to GIS, Geodesy and Geodetic Positioning, Geospatial Technologies, Photogrammetry, UAS Mapping	3

(2) Correspondence course work will be considered as college level courses only if they have been accepted for credit toward a degree by an Accreditation Board for Engineering and Technology (ABET)-approved curriculum.

AUTHORITY: sections 327.041 and 327.312, RSMo 2016. This rule originally filed as 4 CSR 30-14.020. Original rule filed Jan. 12, 1984, effective April 12, 1984. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-14.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.312, RSMo 1983, amended 1999, 2014.*

20 CSR 2030-14.030 Definition of Twenty Semester Hours of Approved Surveying Course Work as Used in Section 327.312.1(2), RSMo

PURPOSE: This rule provides a clear definition of the words twenty semester hours of approved surveying course work as those words are used in section 327.312.1(2), RSMo.

(1) The approved curriculum for a person applying for admission to the land surveyor-in-training program and who has at least sixty (60) semester hours of college level courses will be in accordance with the following table:

General Title	Representative Course Titles	Semester Hours
Mathematics	Trigonometry, Algebra, Analytic Geometry, Calculus, Statistics	8
Communications	Technical Writing, Speech	3
Legal Aspects of Boundary Survey	Legal Principles of Surveying, Missouri Surveying Law, Legal Principles and Boundary Control, Legal Aspects of Surveying, United States Public Land Surveying System (UPLSS)	3
Science	Physics, Geophysics, Astronomy, Computer Science, Remote Sensing	9
Surveying (A)	Surveying I, Surveying II, Land Surveying, Fundamentals of Surveying, Advanced Surveying, Surveying Calculations	12
Surveying (B)	Subdivision Design, Route and Construction Surveying, Geomatics, Introduction to GIS, Geodesy and Geodetic Positioning, Geospatial Technologies, Photogrammetry, UAS Mapping	5

(2) Correspondence course work will be considered as college level courses only if they have been accepted for credit toward a degree by an Accreditation Board for Engineering and Technology (ABET)-approved curriculum.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-14.030. Original rule filed Jan. 12, 1984, effective April 12, 1984. Moved to 20 CSR 2030-14.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-14.040 Definition of Twelve Semester Hours of Approved Surveying Course Work as Used in Section 327.312.1(3), RSMo

PURPOSE: This rule provides a clear definition of the words twelve semester hours of approved surveying course work as those words are used in section 327.312.1(3), RSMo.

(1) The approved surveying course work as it applies to admission to the land surveyor-in-training program without either a baccalaureate or associate degree-type program will be deemed acceptable if the candidate has achieved all the credits in college level courses in accordance with the following table:

General Title	Representative Course Titles	Semester Hours
Surveying (A)	Surveying I, Surveying II, Land Surveying, Fundamentals of Surveying, Advanced Surveying, Surveying Calculations	9
Legal Aspects of Boundary Survey	Legal Principles of Surveying, Missouri Surveying Law, Legal Principles and Boundary Control, Legal Aspects of Surveying, United States Public Land Surveying System (UPLSS)	3

(2) Correspondence course work will be considered as college level courses only if they have been accepted for credit toward a degree by an Accreditation Board for Engineering and Technology (ABET)-approved curriculum.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-14.040. Original rule filed Jan. 12, 1984, effective April 12, 1984. Moved to 20 CSR 2030-14.040, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed March 20, 2018, effective Sept. 30, 2018.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

**20 CSR 2030-14.050 Definition of Degree in Science as Used in Section 327.391, RSMo
(Rescinded May 30, 2012)**

AUTHORITY: section 327.041, RSMo 1986. This rule originally filed as 4 CSR 30-14.050. Original rule filed Jan. 12, 1984, effective April 12, 1984. Moved to 20 CSR 2030-14.050, effective Aug. 28, 2006. Rescinded: Filed Nov. 1, 2011, effective May 30, 2012.

20 CSR 2030-14.060 Definition of Final Year of Study as Used in Section 327.241.4, RSMo

PURPOSE: This rule provides a definition of the phrase “final year of study” as that phrase is used in section 327.241.4, RSMo.

As used in section 327.241.4, RSMo, the board considers the phrase “final year of study” to be referring to those students who hold senior status in an engineering program which is accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology.



*AUTHORITY: section 327.041, RSMo Supp. 1998. * This rule originally filed as 4 CSR 30-14.060. Original rule filed March 2, 1999, effective Sept. 30, 1999. Moved to 20 CSR 2030-14.060, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995.*



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**Division 2030—Missouri Board for Architects,
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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 15—Public Records**

**20 CSR 2030-15.020 Easements and Prop-
erty Descriptions**

*PURPOSE: This rule defines which ease-
ments and property descriptions shall be pre-
pared by a Professional Land Surveyor.*

(1) In accordance with section 327.272(3) and (4), RSMo, the subdivision of a parcel of property to create a new parcel and the creation of a new recordable property description for that parcel is considered the practice of professional land surveying. A new recordable property description is defined as a description for any parcel of land that is not or has not previously been identified in the public record.

(2) A permanent easement is a recordable document for the acquisition and conveyance of property rights. Creating a permanent easement encumbers a parcel of property and affects real property rights. A professional land surveyor shall locate the boundary that an easement is based upon.

(3) The following services are not required to be performed by a professional land surveyor because the location of boundary lines is not affected:

(A) When the only property right being acquired or conveyed is access rights.

(B) When the only property right being acquired is a temporary easement.

(C) When the entire property is being acquired, and the property description is being copied from a previous deed of record.

(D) When at least one (1) boundary of the easement is contiguous with the property line in accordance with section (2) and is of uniform width.

AUTHORITY: section 327.041, RSMo 2016.
Original rule filed May 30, 2018, effective
Dec. 30, 2018.*

**Original authority: section 327.041, RSMo 1969, amend-
ed 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*



Rules of Department of Commerce and Insurance

Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects

Chapter 16—Missouri Standards for Property Boundary Surveys

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**
**Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**
**Chapter 16—Missouri Standards for
Property Boundary Surveys**

20 CSR 2030-16.010 Application of Standards

PURPOSE: These standards provide the professional land surveyor and recipient of boundary surveys with a realistic guideline for adequate survey performance. This rule describes the types of surveys to which these standards apply.

The standards in this chapter apply to all property boundary surveys made for determining the location of land boundaries and land boundary corners, but do not apply to preliminary plats or plans, plot plans, design surveys; geodetic surveys; or cartographic surveys. Any individual or corporation licensed with the board to perform land surveying services in this state shall be familiar with and comply with these standards. The Missouri Standards for Property Boundary Surveys are not intended to be used in place of professional land surveying judgment. There may be special circumstances and conditions that make it impractical to comply with some provisions of the standards. If the survey deviates from these standards, this deviation shall be noted, described, and justified on the plat of survey by the professional land surveyor. This provision cannot be used to intentionally circumvent the basic tenets of these standards.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-16.010. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-16.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-16.020 Definitions

PURPOSE: This rule defines the various technical and legal terms used in this chapter.

(1) Condominium Survey—A property boundary survey that creates and defines condominium property in accordance with Chapter 448, RSMo.

(2) Controlling Corners—Those corners that determine the location of the exterior corners of the surveyed boundary.

(3) Exterior Corners—Corners that define the shape and size of the parcel.

(4) Material Variations—The differences between surveyed lines and lines of possession or measurements called for in the record source of the property being surveyed that are, in the professional judgment of the professional land surveyor, significant enough to warrant particular notice.

(5) Original Survey—A survey which creates a new parcel. Boundary adjustment plats, consolidation plats, riparian plats, lot splits, and minor subdivisions are examples of original surveys.

(6) Physical Monument—Natural or artificial objects which are accepted and used to mark boundaries and corners.

(7) Positional Uncertainty—The positive and negative range of values expected for a computed horizontal position as a result of random errors.

(8) Property Boundary Survey—Any survey that creates, defines, marks, remarks, retraces, or reestablishes the boundaries of parcels of real property or the subdivision of lands.

(9) Property Description—A description of the limits of real property by recitation of metes and bounds or by an aliquot part of the United States Public Land Survey System or by lot or parcel designation referenced to a subdivision, survey, or other document recorded in the public records.

(10) Random Errors—Unavoidable errors in measurement that are caused by the inability of the operator to make exact measurements. (Random errors generally follow statistical principles and can be reduced with care in measurement, but can never be completely eliminated.)

(11) Record Title Boundaries—The limits of real property ownership as evidenced and provable by one (1) or more written means of real property transfer and having provided constructive notification by being duly entered into the public records.

(12) Rural Property—Any property that is not urban property.

(13) Subdivision—A property boundary survey that partitions land into two (2) or more parcels by platting the divisions of land in accordance with Chapter 445, RSMo.

(14) Systematic Errors—Errors in measurement that conform to mathematical and physical laws and remain the same under set conditions. Systematic errors are detectable and can be removed by ensuring the proper adjustment of equipment, by applying appropriate corrections to observations, and by using appropriate observation techniques to eliminate the effects of imperfection in equipment manufacture.

(15) United States Public Land Survey Corners—Those points that determine the boundaries of the various subdivisions of the United States Public Land Survey as set forth in section 60.301(1), RSMo.

(16) Urban Property—Any property that is located wholly or partly within the corporate limits of any municipality or any commercial, industrial, or multi-unit developmental property.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-16.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective June 30, 2017. Amended: Filed Jan. 18, 2022, effective July 30, 2022.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014, and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2015, 2016.*

20 CSR 2030-16.030 General Land Surveying Requirements

PURPOSE: This rule sets forth standards that apply to all property boundary surveys.

(1) Records Research.

(A) Every survey executed shall be based on the property description of the parcel or parent tract taken from the public records.

(B) Prior to performing the fieldwork, the professional land surveyor shall acquire sufficient data to ascertain the record title boundary of the parcel(s) to be surveyed (such as, adjoining deeds, maps, right-of-way plans, subdivision plats, original plats and notes, and



subsequent surveys). This requirement does not obligate the professional land surveyor to search the entire chain of title.

(2) Field Investigation. The professional land surveyor or a person under his/her direct personal supervision shall—

(A) Search thoroughly for monuments and accessories at the necessary controlling corners and any other physical evidence that may be required to define the location of the exterior corners of the parcel surveyed (such as location of streets, roads, lines of occupation, and parcel information);

(B) Obtain appropriate and sufficiently redundant measurements to correlate all found evidence;

(C) Evaluate the reliability of the evidence and monuments found and apply the proper theory of location in accordance with surveying precedent; and

(D) Reach a conclusion on the location of the boundary and set monuments as defined herein.

(3) Monumentation.

(A) The professional land surveyor shall establish semi-permanent or confirm existing monuments at every exterior corner of the tract being surveyed, except for lines running along streams or lakes where witness monuments must be set along the connected sidelines. When it is impractical to set a monument at a required corner, a witness monument shall be set along a line of the survey or the prolongation thereof.

(B) Existing monuments shall be evaluated for permanency by the professional land surveyor. Those needing restoration, preservation, or replacement shall receive the due care necessary to ensure that their permanency is secured in accordance with the requirements set forth herein.

(C) Additional Monumentation for Subdivision Surveys.

1. In addition to meeting the requirements set forth above, the professional land surveyor shall, prior to the recording of the subdivision plat, establish at least two (2) permanent monuments for every four (4) acres of land developed by the subdivision. In cases where the lots of the subdivision are two (2) acres or larger, permanent monuments will be established so each tract has at least one (1) permanent monument. This requirement is waived if the survey does not create more than four (4) lots or parcels.

2. The permanent monuments required in paragraph (3)(C)1. shall be set prior to the recording of the plat or, if likely to be destroyed by construction, may be installed upon completion of the construction and must

be set no later than twelve (12) months after the recording of the plat. The professional land surveyor shall also monument all lot corners in the subdivision with semi-permanent or witness monuments within the same twelve- (12-) month period.

3. When the subdivision is a cemetery, the requirements of paragraph (3)(C)1. for installation of permanent monuments shall be increased to include four (4) permanent monuments per block, and the monumentation of all lot corners required in paragraph (3)(C)2. shall not be required.

(D) Condominium surveys shall meet the requirements for subdivisions.

(4) Publication of Results. A plat shall be made showing the results of the survey or subdivision and shall conform to all of the following provisions:

(A) The plat shall include a drawing that shall be made to a convenient scale on a reasonably permanent and dimensionally stable material;

(B) The plat shall include the name of the person or entity for whom the survey was made and the date of the survey;

(C) Lettering shall be no less than eight-hundredths of an inch (0.08") in height. All characters shall be open, well-rounded, and of uniform width;

(D) The direction of boundary lines shall be shown by angles, azimuths, or bearings with the directional reference system clearly described on the plat;

(E) A north arrow, a written scale, and a graphic scale shall be shown on every sheet containing graphic survey data;

(F) Complete dimensions (distances, directions, and curve data) of all parcels surveyed or created. All linear measurements shall be shown as horizontal distances at the ground surface in feet or meters. Curved lines shall show at least two (2) elements. For non-tangential curves, a directional component shall be included to help define the direction of the curve (preferably the chord bearing);

(G) All vertical measurements shall be shown as elevations above an established or assumed datum in feet or meters. When elevations are shown, a clearly defined elevation datum shall be shown, including the location and elevation of the benchmark used to establish the project datum;

(H) Measurements and calculated areas will be shown on the plat to a number of significant figures representative of the actual precision of the measurements;

(I) The plat shall display either a property description for the parcel(s) and/or parent tract surveyed or a reference to the source document from which the property description

was taken. Any new parcel created by survey shall have its property description shown on the plat and must be complete enough so that the parcel can be located and clearly identified. Subdivision plats shall identify all lots for sale by numbers, as set forth in section 445.010, RSMo;

(J) The plat shall show sufficient data (distances and directions) to positively locate the parcel surveyed within the United States Public Land Survey System (USPLSS) or within the recorded subdivision. If the survey cannot be located by either of the previously mentioned provisions, it must be referenced to other lines and points sufficiently established by record;

(K) All controlling corner monuments that were found and exterior corners that were found or set shall be identified on the plat;

(L) Any material variation between record and measured dimensions, and any material variation and the extent of such variation between surveyed lines and lines of possession at all exterior corners, shall be shown on the plat. Material variation will include, but is not limited to, survey monuments, fences, obvious occupation (i.e., mowed) lines, walls, or other structures whether on the property surveyed or on adjacent property;

(M) The plat shall reference the source document(s) for any pertinent data obtained during the records research provision set forth above. The plat shall also reference the property type (urban or rural);

(N) The identity of the record title documents for adjoining properties, consistent with the records research provision set forth above, shall be shown on the plat, including the record source;

(O) In addition to the above, all condominium surveys shall show the pertinent information required in section 448.2-109, RSMo, and the legally sufficient descriptions of easements serving or burdening the condominium; and

(P) The plat shall include a statement that the survey and/or subdivision were executed in accordance with the Missouri Standards for Property Boundary Surveys as set forth herein. The statement on a condominium plat shall also include a declaration that the plat contains all information required by section 448.2-109, RSMo.

(5) Deliverables. The professional land surveyor shall furnish to the client a plat containing the drawing and other pertinent information identified above. Each sheet of the plat shall bear the signature and seal of the professional land surveyor in responsible charge. This signed and sealed plat shall be the official plat and shall take precedence over any



other formatted data that may be delivered to the client or his/her representatives, successors, or assigns.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-16.030. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective June 30, 2017. Amended: Filed Jan. 18, 2022, effective July 30, 2022.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014, and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2015, 2016.*

20 CSR 2030-16.040 Accuracy Standards for Property Boundary Surveys

PURPOSE: This rule sets forth the accuracy standards for all property boundary surveys.

(1) The professional land surveyor shall make an effort to detect and remove systematic errors.

(2) Precision Requirements for Urban Property.

(A) The uncertainty due to random errors of any dimension of direction or distance shown on the plat shall not exceed fifty parts per million (50 ppm) or one-tenth of a foot (0.10') for distances less than two thousand feet (2,000') at the sixty-eight percent (68%) confidence level (one (1) sigma).

(B) The positional uncertainty of any coordinates shown on the plat relative to the control that is held fixed, shall not exceed fifty parts per million (50 ppm) or one tenth of a foot (0.10') for distances less than two thousand feet (2,000') at the sixty-eight percent (68%) confidence level (one (1) sigma).

(3) Precision Requirements for Rural Property.

(A) The uncertainty due to random errors of any dimension of direction or distance shown on the plat shall not exceed one hundred parts per million (100 ppm) or one tenth of a foot (0.10') for distances less than one thousand feet (1,000') at the sixty-eight percent (68%) confidence level (one (1) sigma).

(B) The positional uncertainty of any coordinates shown on the plat relative to the control that is held fixed, shall not exceed one hundred parts per million (100 ppm) or one tenth of a foot (0.10') for distances less

than one thousand feet (1,000') at the sixty-eight percent (68%) confidence level (one (1) sigma).

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-16.040. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.040, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2015, 2016.*

20 CSR 2030-16.050 Use of Missouri Coordinate System of 1983

PURPOSE: This rule sets forth the requirements for referencing land boundary corners to the Missouri Coordinate System of 1983.

(1) When the professional land surveyor is specifically requested or required to reference land boundary corners to the Missouri Coordinate System of 1983, the professional land surveyor shall comply with the following requirements:

(A) The position of the corner shall be based upon a geodetic control station having a horizontal accuracy of second order (as defined in 20 CSR 2030-18.020) or higher order;

(B) The survey connecting the corner to the geodetic control station shall meet the accuracy standards for property boundary surveys set forth in this chapter; and

(C) The plat or other publication of results shall identify the geodetic control station(s) that were used to determine the position of the corner(s), along with a list of the coordinates of those control station(s); the appropriate adjustment date or realization designation on the North American Datum of 1983, along with the epoch date, when applicable; a brief statement of the method used to obtain those positions; and the grid factor used.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-16.050. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-16.050, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective*

June 30, 2017.

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-16.060 Approved Monumentation

PURPOSE: This rule prescribes the approved type of monumentation to be used on property boundary surveys.

(1) The professional land surveyor shall select a type of monument providing a degree of permanency consistent with that of the adjacent terrain and physical features and as required by these standards. All monuments shall be solid and free from movement. They shall be set in the ground at least to the depth of the length given unless they are encased in concrete. With the exception of drill holes and cut crosses, the precise position of the corner shall be marked by a point on a cap and the cap shall be inscribed with the licensure number of the professional land surveyor in responsible charge or the corporate licensure number or name of the company.

(2) Permanent monuments shall be selected from the following:

(A) Concrete monuments consisting of reinforced concrete at least four inches (4") square or in diameter and no less than twenty-four inches (24") in length with its precise position marked by a point on a brass or aluminum cap not less than one and one-half inch (1 1/2") in diameter;

(B) Commercial cast iron or aluminum survey markers no less than twenty-four inches (24") in length. Nonferrous markers shall have ceramic magnets attached to aid in recovery;

(C) Steel, coated steel, or aluminum rod markers not less than five-eighths inch (5/8") in diameter, iron pipe markers not less than three-quarter inch (3/4") inside diameter, and not less than twenty-four inches (24") in length. These monuments shall have a permanently attached cap of the same metal or of a dissimilar metal if the metals are insulated with a plastic insert to reduce corrosion. Nonferrous rod markers shall have ceramic magnets attached to aid in recovery; and

(D) Brass or aluminum disks not less than two inches (2") in diameter, countersunk and well-cemented in a drill hole in either solid rock or concrete. Ceramic magnets shall be attached or installed with the disk to aid in recovery.

(3) Semi-permanent monuments shall be



selected from the following:

(A) Iron pipe markers not less than three-fourths inch (3/4") outside one-half inch (1/2") inside diameter, at least eighteen inches (18") in length, and having a plastic or metal cap;

(B) Steel or aluminum rod markers not less than one-half inch (1/2") in diameter, not less than eighteen inches (18") in length, and having a plastic or aluminum cap;

(C) A cross-cut or drill hole in concrete, brick, stone paving, or bedrock at the precise position of the corner or on a prolongation of a boundary line; and

(D) In asphalt paving, cotton picker spindles, railroad spikes (center punched or chiseled cross), semi-permanent one-half inch (1/2") rebar, and magnetic spikes (minimum of eight inches (8") in length) that are solid and not easily removed or destroyed.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016.* This rule originally filed as 4 CSR 30-16.060. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.060, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective June 30, 2017.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.

20 CSR 2030-16.070 Detail Requirements for Resurveys (Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 2002. This rule originally filed as 4 CSR 30-16.070. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.070, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-16.080 Detail Requirements for Original Surveys (Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 2002. This rule originally filed as 4 CSR 30-16.080. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed

March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.080, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-16.090 Detail Requirements for Subdivision Surveys (Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 2002. This rule originally filed as 4 CSR 30-16.090. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.090, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-16.100 Detail Requirements for Condominium Surveys (Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 2006. This rule originally filed as 4 CSR 30-16.100. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed March 20, 2003, effective Oct. 30, 2003. Moved to 20 CSR 2030-16.100, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-16.110 Location of Improvements and Easements

PURPOSE: This rule sets forth how and what improvements and easements are to be located and shown on a property boundary survey.

(1) When the professional land surveyor is specifically requested by the client to locate the improvements on the property surveyed, the professional land surveyor shall locate, by measurement, all permanent structures having fixed foundation, slabs, or footings and shall reference them to the property boundary on the plat with a minimum of three (3) dimensions. Dimensions shall be parallel, perpendicular, or radial to the property lines.

(2) When the professional land surveyor is specifically requested by the client to show

easements on a property boundary survey, he/she shall show by graphic representation all easements appearing on the recorded subdivision plat and all easements provided to the professional land surveyor by the client. If the professional land surveyor is specifically requested by the client to locate any easements on the ground, he/she will do so in accordance with the standards defined herein.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016.* This rule originally filed as 4 CSR 30-16.110. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-16.110, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded and readopted: Filed Nov. 18, 2016, effective June 30, 2017.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.



Rules of Department of Commerce and Insurance

Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects Chapter 17—United States Public Land Survey Corners

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 17—United States Public Land
Survey Corners**

20 CSR 2030-17.010 Definitions

PURPOSE: This rule defines the various technical and legal terms used in Chapter 17.

(1) Alteration of a corner, changing the physical monumentation of a corner or adding witness accessories.

(2) Corners of the United States Public Land Survey, those points that determine the boundaries of the various subdivisions represented on the official plat such as the township corner, the section corner, the quarter-section corner, blank quarter section corners, fractional section corner, center of section, grant corner, lot corner, and meander corner.

(3) Date of the field work, the date on which the monument was physically altered or removed and referenced.

(4) Existent corner, a corner whose position can be identified by verifying the evidence of the original monument or its accessories, or by some physical evidence described in the field notes, or located by an acceptable supplemental survey record or some physical evidence thereof, or by testimony. The physical evidence of a corner may have been entirely obliterated but the corner will be considered existent if its position can be recovered through the testimony of one (1) or more witnesses who have a dependable knowledge of the original location. A legally reestablished corner shall have the same status as an existent corner.

(5) Lost corner, a corner whose position cannot be determined, beyond reasonable doubt, either from traces of the original marks or from acceptable evidence or testimony that bears upon the original position.

(6) Monument, the physical object which marks the corner point determined by the surveying process. The accessories, such as bearing trees, bearing objects, reference monuments, mounds of stone, and other similar objects that aid in identifying the corner position, are also considered a part of a corner monument.

(7) Reestablishment of a corner, the monumentation of a lost corner whose position has been determined by proportionate measurement.

(8) Reference monument, a monument set in such a manner and location that the position of the actual corner can be located from it by direction and distance or by two (2) distances when two (2) reference monuments are set.

(9) Removal of a corner, the complete elimination of an existing corner monument.

(10) Restoration of a corner, the alteration of an existent corner.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-17.010. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-17.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-17.020 Authorization for Removal or Alteration of Corners

PURPOSE: This rule identifies who is authorized to alter or remove a corner of the United States Public Land Survey and how to obtain permission from the Department of Agriculture.

Only a professional land surveyor is authorized to remove, alter, restore, or reestablish a corner of the United States Public Land Survey. Any professional land surveyor who removes, alters, restores, or reestablishes a corner of the United States Public Land Survey shall report his actions by filing an approved document with the Missouri Department of Agriculture, Land Survey Program within ninety (90) days from the date of the field work. The permission required by section 60.550, RSMo, is granted upon filing the approved document with the Missouri Department of Agriculture Land Survey Program.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-17.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015,*

published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-17.030 Reestablished or Restored Corners

(Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 1993. This rule originally filed as 4 CSR 30-17.030. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-17.040 Procedure for Filing Documents

PURPOSE: This rule describes the procedure for filing certified land corner documents with the Department of Agriculture.

(1) Approved documents shall be filed with the Department of Agriculture, Weights, Measures and Consumer Protection Division, Land Survey Program, PO Box 937, Rolla, MO 65402-0937. Documents filed with the county recorder must first be filed with the Department of Agriculture.

(2) Certified Land Corner Document and Resident Witness Affidavit forms may be obtained in a reasonable number from the Department of Agriculture, Weights, Measures and Consumer Protection Division, Land Survey Program, PO Box 937, Rolla, MO 65402.

(3) There is no fee for filing these documents.

(4) Filing of corner documentation with the Department of Agriculture does not create an implied warranty by either the professional land surveyor or the Department of Agriculture as to conclusive evidence of the corner location.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-17.040. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.040, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*



*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.

20 CSR 2030-17.050 Monumentation

PURPOSE: This rule prescribes the type of monument to be installed to preserve the position of the United States Public Land Survey Corner.

(1) All corner monuments, witness monuments, and reference monuments shall be permanent monuments of a type providing a degree of permanency consistent with that of the adjacent terrain and physical features. Monuments shall meet the requirements for a permanent monument in accordance with the Missouri Standards for Property Boundary Surveys.

(2) In such cases where the placement of a required corner monument at its proper location is impractical, it shall be permissible to set a reference or witness monument or mark near that point, and if such reference monument or mark is set, its location shall be properly shown on the certified land corner document.

(3) All monuments shall be marked and designated in accordance with the Bureau of Land Management (BLM) system of marking monuments that furnishes ready identification of the position of the monument which bears the mark. Letters and numerals should be carefully stamped with three-sixteenths inch (3/16") or one-eighth inch (1/8") steel dies and should always be made to read from the south. Lines and crosses should be made with a sharp cold chisel. The precise position shall be marked by a point, cross, or appropriate symbol on the monument.

(4) Where possible, four (4) reference ties (distance and direction) to durable objects will be made to provide the means for restoring the position of the marked corner if the monument is disturbed. Durable objects include, but are not restricted to: house corners, marks on concrete structures or pavement, marks on ledge or bedrock, trees, additional permanent monuments, fence posts, utility poles, and crosses on curbs. All durable objects and reference ties shall be fully described on the document.

(5) In some special cases where an existing monument is found and it is deemed appropriate to preserve the monument in its original location, a reference or witness monu-

ment may be installed nearby.

(6) At locations where a stone, iron pin, pipe, or other monument is to be replaced by a permanent monument, the existing monument will be removed and buried or placed alongside the permanent monument in such a manner that it will not be confused with the permanent monument.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016.* This rule originally filed as 4 CSR 30-17.050. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.050, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.

20 CSR 2030-17.060 Monument Marking (Rescinded June 30, 2017)

AUTHORITY: section 327.041, RSMo Supp. 1993. This rule originally filed as 4 CSR 30-17.060. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.060, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Rescinded: Filed Nov. 18, 2016, effective June 30, 2017.

20 CSR 2030-17.070 Missouri Coordinate System of 1983

PURPOSE: This rule prescribes the requirements for referencing corners of the United States Public Land Survey to the Missouri Coordinate System of 1983.

(1) When the corner that is removed, altered, restored, or reestablished is required to be referenced to the Missouri Coordinate System of 1983, the corner coordinates shall be shown on the Certified Land Corner Document form.

(2) Coordinates referenced to the Missouri Coordinate System of 1983 and shown on Certified Land Corner Document forms shall comply with the following requirements:

(A) The position of the corner shall be based upon a geodetic control station having a horizontal accuracy of second order (as defined in 20 CSR 2030-18.020) or higher order;

(B) The survey connecting the corner to the geodetic control station shall meet the

accuracy standards set forth in the Missouri Standards for Property Boundary Surveys; and

(C) The following information shall be included on the Certified Land Corner Document form:

1. The geodetic control station(s) that were used to determine the position of the corner;

2. The coordinates of the geodetic control station(s) used and the appropriate Zone designation;

3. The appropriate adjustment date or realization designation on the North American Datum of 1983 along with the epoch date, when applicable;

4. A brief statement of the method used to obtain the position; and

5. The grid factor used.

(3) Coordinates referenced to the Missouri Coordinate System of 1983 may be used to reference corners in lieu of monuments.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016.* This rule originally filed as 4 CSR 30-17.070. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.070, effective Aug. 28, 2006. Amended: Filed June 14, 2007, effective Dec. 30, 2007. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.

*Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.

20 CSR 2030-17.080 Approved Documents

PURPOSE: This rule prescribes the form of the document to be filed with the Department of Agriculture.

(1) An approved document may be either one (1) of the following:

(A) Certified Land Corner Document form; or

(B) Special form approved by the Missouri Department of Agriculture.

(2) Preparation of Certified Land Corner Document Forms. All information (except drawings) will be typed or completed in black ink. Lettering or typing shall not be less than eight-hundredths inch (0.08") in height. Drawings may be made in black pencil so long as all drawings will make sharp and clear copies.

(A) The following information shall be included on all corner forms:



1. The description of the original monument, witness ties, and any subsequent restorations, including the date of the survey, the document reference (book and page and/or microfilm location), and the professional land surveyor of record. Original survey notes need not be given in urban or built-up areas;

2. Signature and seal of the professional land surveyor;

3. Date of the survey field work;

4. Basis of bearing system used;

5. Description of the monument, monument marking, and witness/reference ties;

6. Comprehensive sketch of the corner location sufficient to find the monument; and

7. Coordinates referenced to the Missouri Coordinate System of 1983, if known.

(B) The following additional information is required for forms showing the restoration or alteration of existing corner monuments:

1. Description of the evidence found indicating the corner is existent;

2. Resident witness affidavits when the corner is restored from testimony; and

3. Distances and directions used to retrace prior evidence.

(C) The following additional information will be required for reestablished corners:

1. Statement of the method used to reestablish the corner; and

2. Distances and bearings used in the reestablishment procedure.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-17.080. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-17.080, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 18—First and Second Order Horizontal and
Vertical Control**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE**
**Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects**
**Chapter 18—First and Second Order
Horizontal and Vertical Control**

20 CSR 2030-18.010 Definitions

PURPOSE: This rule defines technical terms used in Chapter 18.

(1) Positional accuracy of a station is the uncertainty in the position of the station relative to the stations that are held fixed (i.e., National Geodetic Survey (NGS) or other higher order stations) in the process of the adjustment. Positional accuracy of a station is computed from the constrained, correctly weighted, least squares adjustment at the ninety-five percent (95%) confidence level.

(2) Relative accuracy is the uncertainty in the position of one (1) station relative to another station. It is computed for all directly connected stations from the minimally constrained, and the constrained correctly weighted, least squares adjustment at the ninety-five percent (95%) confidence level.

(3) Rural area—For purposes of this chapter, a rural area is any second, third, or fourth class county according to 48.020, RSMo.

(4) Urban area—For purposes of this chapter, an urban area is any first class county according to 48.020, RSMo.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.010. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-18.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-18.020 Horizontal Control Classification

PURPOSE: This rule describes the classes of horizontal control.

(1) First Order Horizontal Control Classification. The purpose of this class of survey is to establish primary horizontal control for the Missouri Geographic Reference System or the National Spatial Reference System.

(2) Second Order Horizontal Control Classification. The purpose of this class of survey is to establish secondary and supplemental horizontal control stations of the Missouri Geographic Reference System or the National Spatial Reference System.

(3) Both first and second order stations are dependent stations constrained to the existing first and second order stations of the Missouri Geographic Reference System and/or the National Spatial Reference System. These stations are intended to be used to meet the needs of mapping, geographic information systems, land information systems, property boundary surveys, and design surveys.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-18.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-18.030 Accuracy of Horizontal Control

PURPOSE: This rule prescribes the acceptable accuracy of first and second order control.

(1) The accuracy of a horizontal control station is classified according to constrained and unconstrained, relative accuracy of the distance between stations, and the positional accuracy of the station relative to the stations held fixed in the adjustment. If the requirements for all three (3) criteria are not satisfied, the station shall fail to qualify for the classification.

(2) First Order Horizontal Control.

(A) The relative accuracy of the distance between directly connected adjacent stations shall be equal to or less than twelve millimeters (12 mm) for distances equal or less than one kilometer (1 km) and ten parts per million (10 ppm) for distances greater than one kilometer (1 km).

(B) The positional accuracy of a station shall be thirty millimeters (30 mm) in urban

areas and sixty millimeters (60 mm) in rural areas.

(3) Second Order Horizontal Control.

(A) The relative accuracy of the distance between directly connected adjacent stations shall be equal to or less than twenty-five millimeters (25 mm) for distances equal to or less than one kilometer (1 km) and twenty parts per million (20 ppm) for distances greater than one kilometer (1 km).

(B) The positional accuracy of a station shall be sixty millimeters (60 mm) in urban areas and one hundred (100) mm in rural areas.

(4) To fully qualify as a first or second order control station, the station must be accepted and published by the Missouri Department of Agriculture or the National Geodetic Survey or its successor organization.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.030. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-18.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-18.040 Acceptance and Publication by Missouri Department of Agriculture

PURPOSE: This rule designates the procedures for determining which control will be a part of the Missouri Geographic Reference System.

(1) The following information will be submitted for each control survey that is to be evaluated for inclusion into the Missouri Geographic Reference System (MO GRS) as a first or second order station.

(A) A sketch will be submitted showing all stations occupied during the control survey. In addition to occupied stations, the sketch should show other existing horizontal or vertical stations located within or near the project area.

(B) A legend on the sketch should show the following information:

Project Name
 General Locality
 Name of organization performing observations
 Date of project start and completion



(C) A north arrow and graphic scale should appear on the sketch. All station symbols should be labeled with the station name. When stations are spaced too closely together to be clearly depicted on the network sketch, an inset shall be used.

(2) A report shall be submitted for each project and shall be signed and sealed by the professional land surveyor or professional engineer in responsible charge. The report shall be the main source of information for judging whether or not the stations should be accepted as MO GRS stations. It shall be the responsibility of the professional land surveyor or professional engineer to supply sufficient information in the report to facilitate inclusion of the stations in the MO GRS.

(3) The report shall contain a clear description of the survey procedures and equipment used in the field. This includes, but is not limited to, the information entered into the field log and auxiliary information such as logistics, preanalysis satellite selection results (if Global Positioning System (GPS) survey), personnel involved, and difficulties encountered.

(4) In the report there shall be a clear description of the procedures used in the office. This includes, but is not limited to, computer software and hardware used to process observations, options used (if any), data editing performed, source of orbital data (if GPS survey), parameters adjusted and held fixed, results of self-validation, and any difficulties encountered.

(5) The following shall be included for GPS surveys. The version number and date of the GPS software used must be reported. For GPS surveys, the professional land surveyor or professional engineer must also specifically report the baselines rejected for the project. All parameters used for any coordinate transformations shall be presented and any scaling of the covariance matrix by the professional land surveyor or professional engineer must be described in detail. If the covariance matrix has been scaled, the scale factor used must also be presented. These results must be reported for all single baseline and network solutions. Statistical testing of the survey results from the network solution, including analysis of variance factors, semi-major axis of two- (2-) dimensional (horizontal) or three- (3-) dimensional (horizontal and vertical) ninety-five percent (95%) relative confidence regions between all directly connected pairs of stations, residuals and residual outliers shall be provided. In addition, the results of any self-validation

checks must be reported, including, but not limited to, comparisons of any repeated single baseline solutions.

(6) For traverse surveys, all field data used to determine directions, distances, azimuths, and elevations, as well as the adjustment calculations, shall be submitted along with the name of the software used in the adjustment. The data submitted shall show the final results of the adjustment and the error analysis.

(7) Only those stations meeting the requirements of 2 CSR 90-62.030, 2 CSR 90-62.040, 2 CSR 90-62.050, and 2 CSR 90-62.060 will be accepted for publication in the MO GRS.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.040. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-18.040, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-18.050 GPS Survey Guidelines

PURPOSE: This rule prescribes the minimum procedures for first or second order Global Positioning System surveys.

(1) Direct connections must be made to any adjacent observable National Spatial Reference System (NSRS) and/or Missouri Geographic Reference System (MO GRS) station located five kilometers (5 km) or less from any new station.

(2) At least three (3) existing higher or equal order control points must be included in any proposed Global Positioning System (GPS) survey. Whenever possible, these should be three (3) three- (3-) dimensional control stations. Otherwise, two (2) sets of three (3) stations (three (3) two- (2-) dimensional horizontal stations and three (3) vertical control stations) must be used. These control stations should be chosen to be roughly equidistant on the periphery of the proposed project so that they enclose as much of the project as possible.

(3) Each new station to be established by the proposed GPS survey must be occupied at least two (2) separate times to enable proper checking of blunders (for example, incorrect

point, setup errors, incorrect antenna heights). A separate occupation is one in which the antenna and its supporting device (tripod) have been taken down and set up again and the receiver restarted.

(4) Each station must be connected by simultaneous occupations (baselines) to at least three (3) other stations in the network after outlier baselines have been rejected from the adjustment. Because it is generally easier to resolve the integer phase ambiguities over shorter base line, adjacent stations should be connected wherever possible.

(5) At least two (2) receivers must be used for relative positioning, although three (3) or more may be used for more efficient operation and increased station reoccupation and base line repeatability.

(6) A preanalysis should be performed to determine the minimum occupation time required to achieve the required standard of accuracy. In addition, the most appropriate satellites to observe at each site should also be selected for receivers unable to track all of the “visible” satellites. The preanalysis should be specific for carrier phase relative positioning.

(7) In order to meet second order accuracies, the carrier beat phase must be observed together with a time tag for each observation. Pseudo-range observations are not precise enough for control surveys and cannot be used.

(8) A detailed field log must be kept during observation taken at each station. At the very least, the following information must be recorded:

- (A) Universal Time Coordinated (UTC) date of observations;
- (B) Station identification (name and number);
- (C) Session identification;
- (D) Serial numbers of receiver, antenna, and data logger;
- (E) Receiver operator;
- (F) Antenna height and offset from monument, if any, to one millimeter (1 mm). Note should be made as to whether the height is measured as a slant height or vertical height;
- (G) Diagram illustrating stamping on the monument;
- (H) Other stations observed during session;
- (I) Starting and ending time (UTC) of observations;
- (J) Satellites observed (including time of changes); and



(K) Completed field log data forms for each station occupation will be submitted either using those provided by the Missouri Department of Agriculture (MDA) or some other type containing all necessary information included on the MDA forms.

(9) The raw data files for all station occupations must be submitted. Each file will consist of one (1) set of raw observations for each station occupation session. For example, four (4) receivers operating during each of five (5) sessions will produce twenty (20) raw data files.

(10) The unadjusted baseline vector solution files for all observed baselines, non-trivial and trivial, will be submitted.

(11) If station description information is not provided by MDA, it must be submitted for each station occupied. Station descriptions must include station name, county, township, range, section, United States Geological Survey (USGS) seven and one-half (7.5) minute quadrangle name, date monumented, date of observations, complete descriptions of the station, azimuth and all reference monuments, a current "to reach" description, and any special information such as property owner name, address, and phone number. A sketch depicting the station and reference marks with dimensions and directions shown should accompany all narrative data. Examples of complete station description information may be obtained from MDA.

(12) If the GPS survey project includes any surveys using conventional or terrestrial horizontal surveying techniques, copies of all field notes and associated data must be submitted. This would include eccentric point establishment and reduction. Polaris, solar, or direct observational data to establish azimuth marks shall also be submitted.

(13) When the GPS survey project includes surveys performed using conventional differential leveling techniques, copies of all field notes and associated data must be submitted. An example of this would be a vertical tie from a non-occupied bench mark to a GPS station.

(14) A tabulation of the results of the repeat base line comparisons will be included in the project report.

(15) A minimally constrained (free) least squares, three dimensional (3-d) adjustment will be submitted in the form of the input and output files.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.050. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-18.050, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014 and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2016.*

20 CSR 2030-18.060 Traverse Survey Guidelines

PURPOSE: This rule prescribes the minimum procedures for first or second order traverse surveys.

(1) First Order Traverse Procedure.

(A) The location of first order traverse lines and monumented stations shall be determined by a thorough field reconnaissance. The traverse point spacing shall not be less than six hundred meters (600m).

(B) All first order traverse lines shall start from, and close upon, first order stations or higher order stations of the Missouri Geographic Reference System (MO GRS) or National Spatial Reference System (NSRS) in accordance with these procedures.

(C) Properly maintained theodolites with a least count of one second (1") or a DIN 18723 specification of one and one-half seconds (1.5") or smaller shall be used to observe directions and azimuths. At least four (4) positions or repetitions of the angles shall be observed. The theodolite and targets should be centered to within two millimeters (2 mm) over the survey station or traverse point.

(D) Electronic distance measuring (EDM) instruments shall be used to measure all distances. EDM instruments shall be tested on a Missouri Department of Agriculture (MDA) base line at the start of and on the completion of any first order traverse. Copies of the EDM base line comparisons shall be included in the survey report submitted to the department. Barometric pressure to the nearest five millimeters (5 mm) of mercury and temperature to the nearest one degree Celsius (1°C) shall be recorded for each measurement.

(E) Each traverse shall be tied to a minimum of two (2) bench marks. Trigonometric or spirit leveling will be observed along all traverse lines. All Instrument Heights (HIs), Reflector Heights (HOs) and zenith angles shall be recorded and submitted.

(F) The traverse shall be controlled by an astronomic azimuth at each end of the tra-

verse line and at not more than every six (6) segments along the line. Astronomic azimuths shall have a standard deviation of one and one-half seconds (1.5") or less.

(G) All field data shall be submitted to Missouri Department of Agriculture (MDA) in a format acceptable to the department. This shall include directions, distances, azimuth, and elevations.

(2) Second Order Traverse Procedure.

(A) The location of second order traverse lines and monumented stations shall be determined by a thorough field reconnaissance. The traverse point spacing shall not be less than three hundred meters (300m).

(B) All second order traverse lines shall start from, and close upon, second order or higher order stations of the MO GRS or NSRS in accordance with these procedures.

(C) Properly maintained theodolites with a least count of one second (1") or DIN 18723 specification of one and one-half seconds (1.5") or smaller shall be used to observe directions and azimuths. At least four (4) positions or repetitions of the angles shall be observed. The theodolite and targets should be centered to within two millimeters (2 mm) over the survey station or traverse point.

(D) Electronic distance measuring (EDM) instruments shall be used to measure all distances. EDM instruments shall be tested on an MDA baseline at the start of and on the completion of any second order traverse. Copies of the EDM baseline comparisons shall be included in the survey report submitted to the department. Barometric pressure to the nearest five millimeters (5 mm) of mercury and temperature to the nearest one degree Celsius (1°C) shall be recorded for each measurement.

(E) Each traverse shall be tied to a minimum of two (2) bench marks. Trigonometric or spirit leveling will be observed along all traverse lines. All HIs, HOs, and zenith angles shall be recorded and submitted.

(F) The traverse shall be controlled by an astronomic azimuth at each end of the traverse line and at not more than every eight (8) segments along the line. Astronomic azimuth shall have a standard deviation of two seconds (2") or less.

(G) All field data shall be submitted to the MDA in a format acceptable to the department. This shall include directions, distances, azimuth, and elevations.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-18.060. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-18.060, effective Aug. 28, 2006.*



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**Original authority: 327.041, RSMo 1969, amended
1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014
and 327.272, RSMo 1969, amended 1981, 1999, 2010,
2014, 2016.*

**20 CSR 2030-18.070 Waiver of 1 Km Lim-
itation**

(Rescinded June 30, 2017)

*AUTHORITY: section 327.041, RSMo Supp.
2006. This rule originally filed as 4 CSR 30-
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ed: Filed Nov. 18, 2016, effective June 30,
2017.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 19—Standards for Surveyor’s Real
Property Report**

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**Title 20—DEPARTMENT OF
COMMERCE AND INSURANCE
Division 2030—Missouri Board for
Architects, Professional Engineers,
Professional Land Surveyors, and
Professional Landscape Architects
Chapter 19—Standards for Surveyor's
Real Property Report**

20 CSR 2030-19.010 Surveyor's Real Property Report

PURPOSE: This rule provides a uniform standard for a type of report used by the real estate industry to verify the location of improvements and to check for encroachments onto or from the subject property. This type of work has been referred to as spot survey house on lot survey and mortgage inspection report.

(1) A licensed professional land surveyor in Missouri shall not provide to any party a Surveyor's Real Property Report unless they are in the possession of a work order specified elsewhere in this chapter and signed by the borrower/purchaser indicating that they have been advised of the different types of surveying services available and the scope of each of these services. The required work order is to be initiated and signed during the loan application process. The Surveyor's Real Property Report is to be used only for residential, single-family detached dwellings; duplexes; triplexes; and fourplexes with not more than one (1) dwelling structure per previously surveyed and recorded parcel or tract. The Surveyor's Real Property Report is not to be used for commercial, institutional, or industrial buildings or multifamily dwellings which share a common entranceway or stairwell.

(2) Research and Records—The professional land surveyor shall perform adequate research, maintain sufficient recorded documentation, and provide the field crew with information necessary to locate the property in the field.

(3) Field Procedures—Detailed notes shall be taken on each Surveyor's Real Property Report and kept as a part of the professional land surveyor's permanent records. A diligent search for existing control shall be made by the field crew and the highest order of monumentation available shall be used. Monumentation is defined as permanent and semi-permanent monuments described in the Missouri Standards for Property Boundary Surveys and other survey control, such as stones, axles, rebars, crosses, and pipes. Occupation lines, such as fence lines, hedge

rows, and mowing lines, are not considered monumentation unless supported by survey control. The professional land surveyor must obtain sufficient evidence relating to the property boundary to demonstrate general knowledge of the given area. Appropriate field instrumentation and measuring equipment needed to achieve the stated level of certainty shall be utilized. The norm would include Electronic Distance Measuring (EDM), theodolite, transits, and measuring tapes.

(4) Form of Report—The report is a drawing of the parcel and it shall be furnished to the borrower/purchaser and shall show the following:

(A) Property lines with the boundary dimensions from the deed description or subdivision plat shall be shown;

(B) The monumentation accepted or adopted to locate and orientate the parcel, shall be shown or noted on the report;

(C) Permanent structures having fixed foundations or footings such as buildings and in-ground swimming pools, shall be located and dimensioned. Permanent structures shall be shown with a minimum of three (3) dimensions sufficient to locate the structure in relation to the property lines. Dimension offsets shall be shown perpendicular to straight property lines and radially to curved property lines. The level of uncertainty of these locations shall be shown in parentheses after each dimension or by means of a general note. Two (2) of the many possible examples are: 12.5' (or $\pm 0.5'$) or 21' (or $\pm 1'$) The uncertainty of all dimensions of permanent structures shall not be greater than one-tenth of a foot (0.1'). Walks and drives shall be shown graphically but need not be dimensioned. When the uncertainty of the dimensions to permanent structures is not precise enough for a positive determination, a property boundary survey shall be recommended to the borrower/purchaser and this recommendation shall be stated on the report;

(D) Means of access and platted setback lines shall be shown;

(E) Easements shown on the subdivision plat shall be shown. If documentation of other easements is provided to the professional land surveyor, they shall be shown together with their source;

(F) The posted address shall be shown, if not posted, so state;

(G) A north arrow and graphic scale shall be shown;

(H) Apparent encroachments shall be noted and shown in an obvious manner. When the uncertainty of dimensions to possible encroachments are not precise enough for

a positive determination, a property boundary survey shall be recommended to the borrower/purchaser and shall be stated on the report;

(I) The sheet size for the report shall not be less than eight and one-half inches by eleven inches (8 1/2" \times 11"). Lettering size on the report shall not be smaller than eight-hundredths of an inch (0.08") in height;

(J) The following caption shall appear prominently on the drawing with minimum letter size of seventeen-hundredths of an inch (0.17"): Surveyor's Real Property Report; and

(K) If the certification and the drawing are on two (2) separate pieces of paper, it shall be so indicated. (For example: page 1 of 2, page 2 of 2).

(5) Certification—A Surveyor's Real Property Report shall not contain the word survey in any part of the report except as required in this standard, and must contain the following:

(A) The name, address, and telephone number of the professional land surveyor responsible for the report and the name of the party who ordered the work;

(B) A statement that the report was either conducted by the professional land surveyor or under his/her immediate personal supervision, the date the report was made, and the real property description or the public record reference of the property shown in the report;

(C) A statement that the accompanying drawing is a representation of the conditions that were found at the time of the inspection and that the report does not constitute a property boundary survey and is subject to any inaccuracies that a subsequent property boundary survey may disclose. It shall state the fact that no property corners were set and that the information shown on the drawing should not be used to construct any fence, structure, or other improvements. If the property dimensions are based upon unverified recorded or deed information, this shall be so stated. Include notification that the professional land surveyor is not extending a warranty to the present or future owners or occupants; and

(D) The professional land surveyor shall sign, seal, and date the report.

AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-19.010. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-19.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Oct. 31, 2016, effective April 30, 2017. Amended: Filed Jan. 18, 2022, effective July*



30, 2022.

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014, and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2015, 2016.*

20 CSR 2030-19.020 Required Work Order Form

PURPOSE: This rule states the information given below must be contained in the Work Order form. The professional land surveyor may want to include other data in the form.



WORK ORDER

Please read carefully and indicate the type of service you wish to order.

. . . Surveyor’s Real Property Report: It is a location of improvements and cursory check for encroachments onto or from the subject property based on existing but not confirmed evidence. This does not constitute a boundary survey and is subject to any inaccuracies that a subsequent boundary survey may disclose. No property corners will be set and it should not be used or relied upon for the establishment of any fence, structure, or other improvement. No warranty of any kind is extended therein to the present or future owner or occupant.

. . . Property Boundary Survey with Location of Improvement: A boundary survey of the subject property will be made and the property corners will be located and verified or reset. The improvements on the property will be located and encroachments onto or from the subject property will be determined. This survey can be used by the property owner for the construction of a fence or other improvements. The survey will meet “Missouri Standards for Property Boundary Surveys.”

. . . ALTA/NSPS (American Land Title Association/National Society of Professional Surveyors) Land Title Survey: This is the most comprehensive type of survey and improvement location. It covers all the aspects of the boundary survey and improvement location and identification for any additional evidence of possession or use which could be adverse to the interests of the purchaser. This type of survey is normally only performed on commercial property because of the expense involved.

I (We), the undersigned, have read, understand and have indicated the type of service desired and have authorized the work to be performed and agree to be responsible for the bill for this survey.

Borrower/Purchaser _____ Date _____

Lender _____

Ordered by _____

Common address _____

Legal description _____

Signature _____



AUTHORITY: sections 327.041 and 327.272, RSMo 2016. This rule originally filed as 4 CSR 30-19.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-19.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Nov. 18, 2016, effective June 30, 2017. Amended: Filed Jan. 18, 2022, effective July 30, 2022.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014, and 327.272, RSMo 1969, amended 1981, 1999, 2010, 2014, 2015, 2016.*



**Rules of
Department of Commerce and
Insurance**

**Division 2030—Missouri Board for Architects,
Professional Engineers, Professional Land Surveyors,
and Professional Landscape Architects
Chapter 20—Mapping Survey Standards**

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Title 20—DEPARTMENT OF COMMERCE AND INSURANCE
Division 2030—Missouri Board for Architects, Professional Engineers, Professional Land Surveyors, and Professional Landscape Architects
Chapter 20—Mapping Survey Standards

20 CSR 2030-20.010 Definitions

PURPOSE: This rule defines the terms used in this chapter.

(1) A map is a graphic representation of the physical features (natural, artificial, or both) of a part of the whole of the earth’s surface, by means of signs and symbols or photographic imagery, at an established scale, on a specified projection, and with the means of orientation indicated. A map may be in various forms such as printed maps, subdivision of land in the form of plats, or in graphic presentations on a computer screen such as in a Geographic Information System (GIS) or in a Land Information System (LIS).

(2) Horizontal map accuracy is defined as the root mean square (rms) error in terms of the project’s planimetric survey coordinates (X,Y) for checked points as determined at full (ground) scale of the map. The rms error is the cumulative result of all errors including those introduced by the processes of ground control surveys, map compilation, and final extraction of ground dimensions from the map.

(3) Vertical map accuracy is defined as the rms error in elevation in terms of the project’s elevation datum for well-defined points only.

(4) The rms error is defined to be the square root of the average of the squared discrepancies. In this case, the discrepancies are the differences in coordinate or elevation values as derived from the map and as determined by an independent survey of higher accuracy (check survey). Well-defined points are those that are easily visible and recoverable on the ground, such as: monuments or markers, bench marks, property boundary monuments; intersections of roads, railroads, etc.; corners of large buildings or structures (or center points of small buildings) etc.; In general what is well defined will also be determined by what is plottable on the scale of the map within one one-hundredth inch (1/100"). Thus while the intersection of two (2) road or property lines meeting at right angles would come within a sensible interpretation, identification of the intersection of such lines meet-

ing at an acute angle would obviously not be practicable within one one-hundredth inch (1/100"). Similarly, features not identifiable upon the ground within close limits are not to be considered as test points within the limits quoted, even though their positions may be scaled closely upon the map. In this class would come timber lines, soil boundaries, etc.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-20.010. Original rule filed May 3, 1994, effective Dec. 30, 1994. Amended: Filed Dec. 1, 2005, effective June 30, 2006. Moved to 20 CSR 2030-20.010, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Jan. 18, 2022, effective July 30, 2022.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999, 2001, 2010, 2014.*

20 CSR 2030-20.020 Map Accuracy Standards

PURPOSE: This rule prescribes minimum acceptable mapping standards.

(1) Horizontal Accuracy.

(A) Class I. The root mean square (rms) error of a map product shall be less than 0.01 of one inch (1") on the map or in the case of a metric map, 0.025 of one centimeter (1 cm) on the map.

EXAMPLE (Customary Units)

Scale	Limiting rms Value in Feet
1" = 20'	0.2'
1" = 50'	0.5'
1" = 100'	1.0'
1" = 200'	2.0'
1" = 400'	4.0'
1" = 1000'	10.0'
1" = 2000'	20.0'

EXAMPLE (SI Units)

Scale	Limiting rms Value in Meters
1 cm = 5m	0.125
1 cm = 10m	0.250
1 cm = 100m	2.50
1 cm = 200m	5.00

(B) Class II. The rms shall be twice that required for Class I.

(C) Class III. The rms shall be three (3)

times that required for Class I.

(2) Vertical Accuracy.

(A) Class I. For Class I maps rms error in elevation shall be less than one-third (1/3) of the indicated contour interval for well-defined points only, and one-sixth (1/6) of the contour interval for spot heights.

(B) Class II. The rms error may be twice that required for Class I.

(C) Class III. The rms error may be three (3) times that required for Class I.

(3) Mixed Accuracy. A map may be compiled that complies with one (1) class of accuracy in elevation and another in planimetry.

AUTHORITY: section 327.041, RSMo Supp. 1993. This rule originally filed as 4 CSR 30-20.020. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-20.020, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015.*

**Original authority: 327.041, RSMo 1969, amended 1981, 1986, 1989, 1993, 1995, 1999.*

20 CSR 2030-20.030 Certification of the Map

PURPOSE: This rule prescribes the statement made by the professional land surveyor of the map.

(1) Maps meeting the requirements of this standard shall note this fact on their legends with the statement that “This map complies with the Missouri Map Accuracy Standard.” The class of accuracy shall also be noted.

(2) When a map is a considerable enlargement of a completed map, that fact shall be stated in the legend. The scale of the original map shall also be noted.

AUTHORITY: section 327.041, RSMo 2016. This rule originally filed as 4 CSR 30-20.030. Original rule filed May 3, 1994, effective Dec. 30, 1994. Moved to 20 CSR 2030-20.030, effective Aug. 28, 2006. Non-substantive change filed Oct. 21, 2015, published Dec. 31, 2015. Amended: Filed Oct. 31, 2016, effective April 30, 2017.*

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