



MINNESOTA BOARD OF
ARCHITECTURE ▪ ENGINEERING ▪ LAND SURVEYING
LANDSCAPE ARCHITECTURE ▪ GEOSCIENCE ▪ INTERIOR DESIGN

BOARD MEMORANDUM

JANUARY 13, 2026

TO: EXECUTIVE COMMITTEE
Daniel Kelsey, PE, Chair
Erica Larson, CID, Vice Chair
Jason Amberg, LA, Secretary
VACANT, Treasurer

FROM: Daniel Kelsey, PE, Chair

SUBJECT: JANUARY 13, 2026, EXECUTIVE COMMITTEE MEETING MINUTES
Golden Rule Building, STE 295
8:15 AM

- 1) CALL TO ORDER
Daniel Kelsey, PE, Chair
Erica Larson, CID, Vice Chair
Jason Amberg, LA, Secretary

OTHERS:
Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

- 2) APPROVAL OF NOVEMBER 5, 2025, MEETING MINUTES
MSP: To approve the November 5, 2025, meeting minutes

- 3) NEW BUSINESS
- A) Appointment of vacant Treasurer position
MSP: To appoint Alan Johnson, PE to fill the vacant Treasurer position
MSP: To appoint Laura Kamin-Lyndgaard, LA as Chair of the Credentialing Committee
 - B) Executive Director Report (K. Van Etta-Olson, Executive Director)
 - i) Attended the CIDQ annual business meeting November 6-8, 2025 in Denver.

- ii) Technology Modernization Fund – AELSLAGID has been awarded a grant (along with the Board of Accountancy) to replace the licensing compliance system.
- iii) The Board's website is also being updated.
- iv) Attended the MNLS workshop on November 13.
- v) Print servers were migrated on November 20.
- vi) Meeting with Governor's staff on January 15 to discuss the appointments process for open Board seats.
- vii) Board members are reminded to file their annual report with the MN Campaign Finance Board.
- viii) Expense report forms have been updated and distributed to reflect the new mileage rate of 72.5 cents per mile.
- ix) Board staff have started to meet to discuss the upcoming renewal season.

4) ADJOURN

The meeting adjourned at 8:43 AM



MINNESOTA BOARD OF
ARCHITECTURE ▪ ENGINEERING ▪ LAND SURVEYING
LANDSCAPE ARCHITECTURE ▪ GEOSCIENCE ▪ INTERIOR DESIGN

BOARD MEMORANDUM

JANUARY 13, 2026

**TO: ARCHITECT/LANDSCAPE ARCHITECT/CERTIFIED INTERIOR DESIGNER
SECTION**

Alexa Choles, CID, Section Chair
Jason Amberg, LA
Sally Grans Korsh, FAIA
Shajive Jeganathan, PM
Gerald Jones, PM

Laura Kamin-Lyndgaard, LA
Erica Larson, CID
Lori Marco, PM
Andrew Portis, Architect

FROM: Alexa Choles, CID, Section Chair

SUBJECT: JANUARY 13, 2026, ALACID SECTION MEETING AGENDA
Golden Rule Building, STE 295
9:00 AM

- 1) ROLL CALL/CALL TO ORDER
Alexa Choles, CID, Section Chair
Jason Amberg, LA
Sally Grans Korsh, FAIA
Shajive Jeganathan, PM
Gerald Jones, PM
Laura Kamin-Lyndgaard, LA
Erica Larson, CID
Lori Marco, PM
Andrew Portis, Architect– ***Absent***

OTHERS:

Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

GUESTS:

Sheri Hansen, AIA MN

- 2) APPROVAL OF THE NOVEMBER 5, 2025, MEETING MINUTES
MSP: To approve the November 5, 2025, meeting minutes
- 3) UNFINISHED BUSINESS
 - A. Report from CIDQ Annual Meeting – November 6-8, 2025, Denver, CO – A. Choles, E. Larson, and K. Van Etta-Olson reported on the event.
- 4) NEW BUSINESS
 - A) Updates to the Professions (**HANDOUT 4A**) – S. Grans Korsh reported on the NCARB Futures meeting she attended with A. Portis on December 11, 2025.
 - B) NCARB MBE Workshop and Regional Summit, March 19-21, 2026, Oklahoma City, OK – Request for travel authorization
MSP: To authorize up to four (4) Board members and the Executive Director to attend
 - C) CLARB Annual Meeting, August 27-29, 2026, Calgary, Alberta, Canada – Request for travel authorization
MSP: To authorize the two (2) Landscape Architect Board members and the Executive Director to attend
 - D) Multidisciplinary Outreach – A. Choles encouraged the section members to be thinking of ways to do multidisciplinary outreach events.
 - E) Current Events – A. Choles drew awareness to recent changes in how the U.S. Department of Education classifies graduate professional degrees eligible for higher levels of federal student lending, which could reduce the number of individuals pursuing careers the Board licenses.
- 5) ADJOURN
The meeting adjourned at 9:39 AM

NCARB Futures Meeting (December 11, 2025) – Notes from Sally Grans Korsh

“Members shall have proper concern and due regard for the effect that their professional activities and completed projects may have on users, the local community and society”

- RIBA Code of Conduct 14.1
(2019)

Implications of an Evolving Practice

What is changing?

- A broadened mandate
- Evolution of regulation and standards
- Evolution of education and competency

Risks, Tensions, and Questions

- Influence vs. control
- Scope and boundaries
- Responsibility
- Data ethics and equity
- Design intent vs. outcomes

Sustainable Abundance: Reframing the Moment

What is it?²

- Sustainability = Meet present needs without compromising future generation
- Abundance = Create conditions for progress & thriving

What shifts?

- It challenges the old assumption that sustainability **requires sacrifice**
- It **reframes design** from risk mitigation to opportunity creation
- It centers the practice as a **steward** of well-being at scale

Why does it matter?

- We're moving from a paradigm of minimizing harm to one of enabling human progress and planetary health

HSW Is at an Inflection Point

- Well-being is **multi-dimensional**
- Well-being is becoming **measurable and evidence-based**
- Global frameworks are **aligning**
- Well-being is increasingly seen as a **standard, not a perk**
- Design is emerging as a **measurable intervention**
- **Co-design** is becoming essential
- Well-being **expands beyond** the physical space

The Future of HSW Begins With a Question:

"Does this environment create the conditions for human progress and planetary health—across physiological, psychological, social, and environmental dimensions—now and into the future?"

It Is Hard to Ignore the Severity of the Moment

Key Data¹:

- 99% of Americans and Europeans live under sky-glow light pollution
- One in five Americans live in communities with no access to gathering spaces
- One in four people live in conditions harmful to their health, safety, and prosperity
- Physical inactivity will lead to 500 million new cases of preventable non-communicable diseases globally by 2030

Well-Being defined

"Can be understood as **how people feel** and how they function both on a personal and social level, and how they evaluate their lives as a whole." (Michaelson J., 2023. Center for Wellbeing at the New Economics Foundation)

"A society's wellbeing can be determined by the extent to which it is resilient, builds capacity for action, and is prepared to transcend challenges." (World Health Organization)

"Ability and flexibility to manage oneself ... It is both a capacity and a state." (Mary Helen Immordino-Yang Dir of USC's Center for Affective Neuroscience, Development, Learning and Education)

Defining Well-Being

Well-being is a dynamic state of positive human functioning—encompassing how people feel, how they perform, and how effectively their environments support multi-dimensional aspects of health.

In the built environment this includes multiple, interconnected layers ...

Physiological Well-Being

- Air
- Light
- Thermal

Psychological Well-Being

- Cognitive load
- Learning
- Exposure

Social Well-Being

- Accessibility
- Connection
- Community

Environmental Well-Being

- Material
- Biodiversity
- Resilience

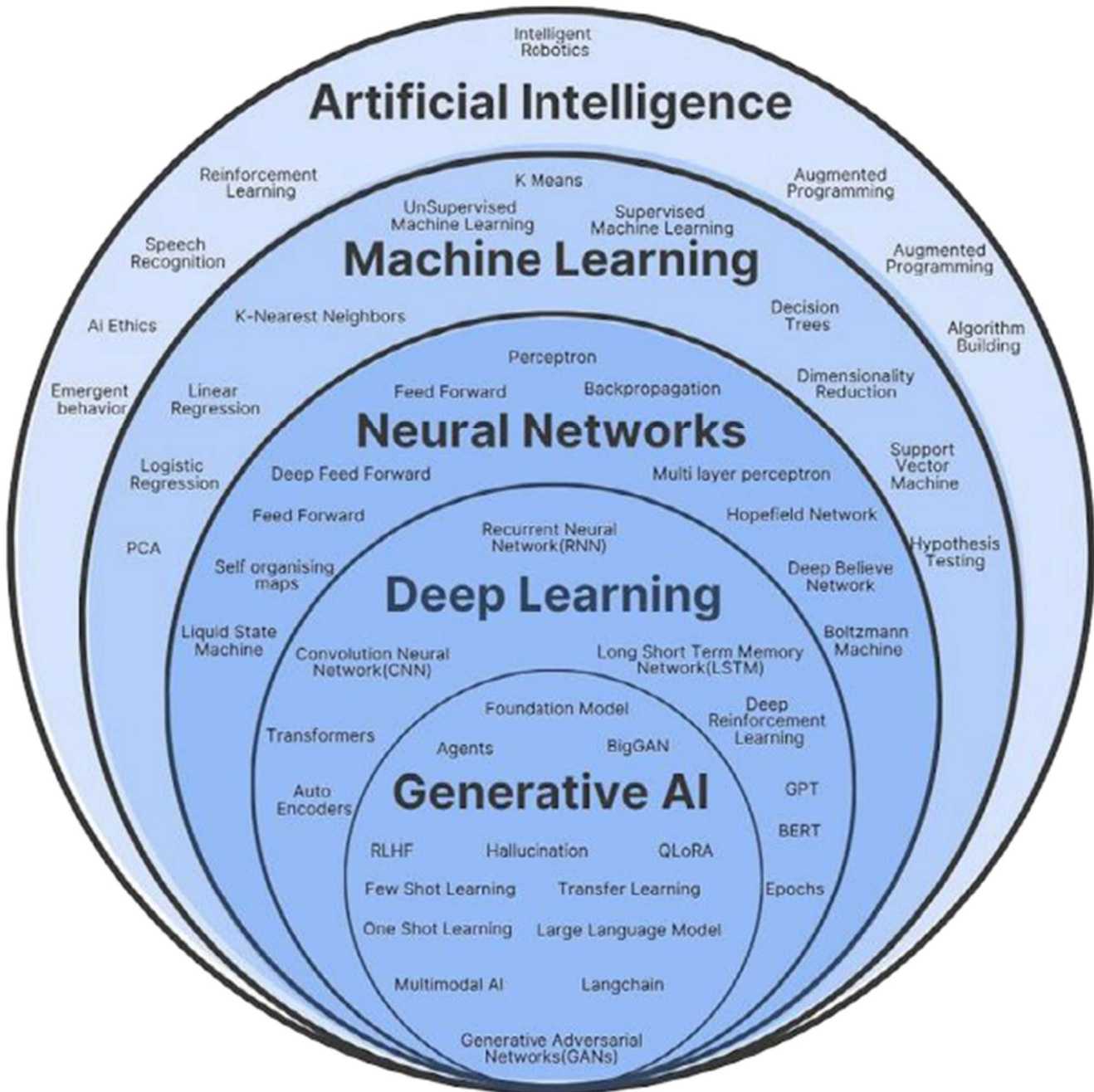
"Automation" vs. "Intelligence"

- Artificial Intelligence (AI)
- Machine Learning (ML)
- Generative AI
- Large Language Models (LLMs)

It Is Hard to Ignore the Severity of the Moment

Key Data¹:

- 99% of Americans and Europeans live under sky-glow light pollution
- One in five Americans live in communities with no access to gathering spaces
- One in four people live in conditions harmful to their health, safety, and prosperity
- Physical inactivity will lead to 500 million new cases of preventable non-communicable diseases globally by 2030





MINNESOTA BOARD OF
ARCHITECTURE ▪ ENGINEERING ▪ LAND SURVEYING
LANDSCAPE ARCHITECTURE ▪ GEOSCIENCE ▪ INTERIOR DESIGN

BOARD MEMORANDUM

JANUARY 13, 2026

TO: ENGINEER/LAND SURVEYOR/GEOSCIENCE SECTION

Denise Kazmierczak, PE, Chair	Daniel Kelsey, PE
Paul Brandt, PSS	David Martini, PE
Christian Faste, PM	Daniel McAninch, LS
Marcus Hampton, LS	Jean Otto, PM
Daniel Hunter, PG	Melisa Rodriguez, PE
Alan Johnson, PE	

FROM: Denise Kazmierczak, PE, Section Chair

SUBJECT: JANUARY 13, 2026, ELSGEO SECTION MEETING AGENDA
Golden Rule Building, STE 100
9:45 AM

- 1) ROLL CALL/CALL TO ORDER
Denise Kazmierczak, PE, Chair
Paul Brandt, PSS
Christian Faste, PM
Marcus Hampton, LS
Daniel Hunter, PG – **Absent**
Alan Johnson, PE
Daniel Kelsey, PE
David Martini, PE
Daniel McAninch, LS
Jean Otto, PM
Melisa Rodriguez, PE

OTHERS:

Kate Van Etta-Olson, Executive Director
Matthew Linngren, Administrative Specialist

GUESTS:

Sheri Hansen, AIA MN

Phil Raines, Minnesota Society of Professional Surveyors (MSPS)

- 2) APPROVAL OF THE NOVEMBER 5, 2025, MEETING MINUTES
MSP: To approve the November 5, 2025, meeting minutes
- 3) UNFINISHED BUSINESS
None.
- 4) NEW BUSINESS
 - A) Updates to the Professions
 - B) NCEES Central Zone Meeting, May 14-16, 2026, Columbus, OH – Request for travel authorization
MSP: To authorize up to five (5) Board members and the Executive Director to attend
 - C) Request from NCEES EPS Committee
M. Hampton discussed the NCEES EPS committee's request for comments on the potential creation of a PS Geospatial examination for land surveyors.
MSP: To authorize the Executive Director to respond to the request
 - D) Fall 2025 Geology Exam Results – Discussed.
 - E) Fall 2025 MNLS Exam Results – Discussed.
 - F) Single Exit Stairway Apartments Technical Advisory Group – M. Rodriguez provided an update for section members.
- 5) ADJOURN
The meeting adjourned at 10:05 AM



MINNESOTA BOARD OF
ARCHITECTURE ▪ ENGINEERING ▪ LAND SURVEYING
LANDSCAPE ARCHITECTURE ▪ GEOSCIENCE ▪ INTERIOR DESIGN

BOARD MEMORANDUM

JANUARY 13, 2026

TO: Board Members
Stephen Melchionne, Assistant Attorney General

FROM: Daniel Kelsey, PE, Chair

SUBJECT: JANUARY 13, 2026, BOARD MEETING MINUTES
Golden Rule Building, STE 295
10:30 AM

The Board held its regularly scheduled meeting on the above-mentioned date, time, and location.

- 1) QUORUM CALL
- | | |
|-----------------------------------|--|
| Daniel Kelsey, PE, Chair | Alan Johnson, PE |
| Erica Larson, CID, Vice Chair | Gerald Jones, PM |
| Jason Amberg, LA, Secretary | Laura Kamin-Lyndgaard, LA |
| Paul Brandt, PSS | Denise Kazmierczak, PE |
| Alexa Choles, CID | Lori Marco, PM |
| Christian Faste, PM | David Martini, PE |
| Sally Grans Korsh, FAIA | Daniel McAninch, LS |
| Marcus Hampton, LS | Jean Otto, PM |
| Daniel Hunter, PG - Absent | Andrew Portis, Architect – Absent |
| Shajive Jeganathan, PM | Melisa Rodriguez, PE |

OTHERS:

Kate Van Etta-Olson, Executive Director
Christopher Kaisershot, Assistant Attorney General
Brenna Boytim, Investigator
Matthew Linngren, Administrative Specialist
Leama Sather, State Program Administrator
Cheyenne Thao-Lee, Licensing Specialist

GUESTS:

Sheri Hansen, AIA MN

Phil Raines, Minnesota Society of Professional Surveyors (MSPS)

Paul Vogel, LS, NCEES Emeritus Member, EPS committee member

2) INTRODUCTIONS

3) APPROVAL OF THE NOVEMBER 5, 2025, BOARD MEETING MINUTES

MSP: To approve the November 5, 2025, meeting minutes

4) COMPLAINT COMMITTEE REPORT (J. Amberg, Acting Committee Chair)

A) The Complaint Committee requests a closed session

MP: To request a closed session

B) Closed Session

MP: To go back into open session

C) Disciplinary Matters

i) In the matter of Erik Oskar Evenson, a Stipulation and Consent Order was issued.

ii) In the matter of Christy JoAn Schreter Davis, a Settlement Agreement and Cease and Desist Order was issued.

iii) In the matter of Jeffrey Manninen, a Settlement Agreement and Cease and Desist Order was issued.

iv) In the matter of Paul Dotson, a Settlement Agreement and Cease and Desist Order was issued.

v) In the matter of Michael J. Shannon, a Stipulation and Consent Order was issued.

vi) In the matter of Adam Power Ariano, a Stipulation and Consent Order was issued.

vii) In the matter of Shane Michael Nelson, a Stipulation and Consent Order was issued.

viii) In the matter of Paul Richard Aplikowski, a Stipulation and Consent Order was issued.

ix) In the matter of Daniel John Lickel, a Stipulation and Consent Order was issued.

MSP: To accept the Complaint Committee report

5) INVESTIGATOR'S REPORT (B. Boytim, Investigator)

Staff have 62 open files.

MSP: To accept the Investigator's report

- 6) EXECUTIVE DIRECTOR'S REPORT (K. Van Etta-Olson, Executive Director)
- A) Attended the CIDQ annual business meeting November 6-8, 2025, in Denver.
 - B) Technology Modernization Fund – AELSLAGID has been awarded a grant (along with the Board of Accountancy) to replace the licensing compliance system.
 - C) The Board's website is also being updated.
 - D) Attended the MNLS workshop on November 13.
 - E) Print servers were migrated on November 20.
 - F) Meeting with Governor's staff on January 15 to discuss the appointments process for open Board seats.
 - G) Board members are reminded to file their annual report with the MN Campaign Finance Board.
 - H) Expense report forms have been updated and distributed to reflect the new mileage rate of 72.5 cents per mile.
 - I) Board staff have started to meet to discuss the upcoming renewal season.

MSP: To accept the Executive Director's report

- 7) EXECUTIVE COMMITTEE REPORT (D. Kelsey, Chair)
- The Executive Committee has appointed Alan Johnson, PE to fill the vacant Treasurer position, and Laura Kamin-Lyndgaard, LA as Chair of the Credentialing Committee.

MSP: To accept the Executive Committee report

- 8) TREASURER'S REPORT (A. Johnson, Treasurer)
- A) FY26 Budget and Revenue Report – Discussed.

MSP: To accept the Treasurer's Report

- 9) ARCHITECT, LANDSCAPE ARCHITECT AND CERTIFIED INTERIOR DESIGNER (ALACID) SECTION REPORT (A. Choles, Section Chair)
- The Section heard reports from the CIDQ annual business meeting and the NCARB Futures meeting, discussed opportunities for multidisciplinary outreach, and were alerted to changes in the classification of certain graduate degrees eligible for higher levels of federal student funding.

MP: To authorize up to four (4) Board members and the Executive Director to attend the NCARB MBE Workshop and Regional Summit, March 19-21, 2026, in Oklahoma City, OK

MP: To authorize the two (2) Landscape Architect Board members and the Executive Director to attend the CLARB Annual Meeting, August 27-29, 2026, in Calgary, Alberta, Canada

MSP: To accept the ALACID Section report

- 10) ENGINEER, LAND SURVEYOR AND GEOSCIENCE (ELSGEO) SECTION REPORT
(D. Kazmierczak, Section Chair)

The Section discussed the upcoming NCEES Central Zone meeting, received reports about last fall's geology and MNLS exams, and heard an update regarding the Single Exit Stairway Apartments Technical Advisory Group. NCEES Emeritus Member Paul Vogel, LS, spoke to the request from the NCEES EPS committee regarding the potential creation of a PS Geospatial examination for land surveyors.

MP: To authorize up to five (5) Board members and the Executive Director to attend the NCEES Central Zone Meeting, May 14-16, 2026, in Columbus, OH

MP: To authorize the Executive Director to respond to the request from the NCEES EPS committee

MSP: To accept the ELSGEO Section report

- 11) CREDENTIALING COMMITTEE REPORT (L. Kamin-Lyndgaard, Committee Chair)
The Credentialing Committee will be meeting on Thursday, February 26.

MSP: To accept the Credentialing Committee report

- 12) RULES COMMITTEE REPORT (D. Martini, Committee Chair)

The Rules Committee met on January 9, 2026, and discussed current proposed rules changes, suggestions concerning the AIA MN's recommendations for proposed language for Initial Licensure Pathways, and possible rules changes not yet addressed.

MP: To authorize the Executive Director to re-publish the proposed Rules package in the MN State Register

MP: To amend 1800.0200 to include substantially equivalent language.

MSP: To accept the Rules Committee report

- 13) NEW BUSINESS

A) Variance Requests – Applicant A (**HANDOIUT 13A**)

MSP: To approve the discretionary variance

B) CE Exemption requests

i) Licensee A

MSP: To approve the exemption request

C) Handling of Exemption Requests

MSP: To delegate the handling of exemption requests to the Executive Director

D) New Licensee Report

MSP: To accept the new licensee report with the congratulations of the Board

14) PUBLIC COMMENT

None.

15) ADJOURN

The meeting adjourned at 12:42 PM

January 6, 2026

HANDOUT 13A

Ms. Kate Van Etta-Olson

via email:

Executive Director

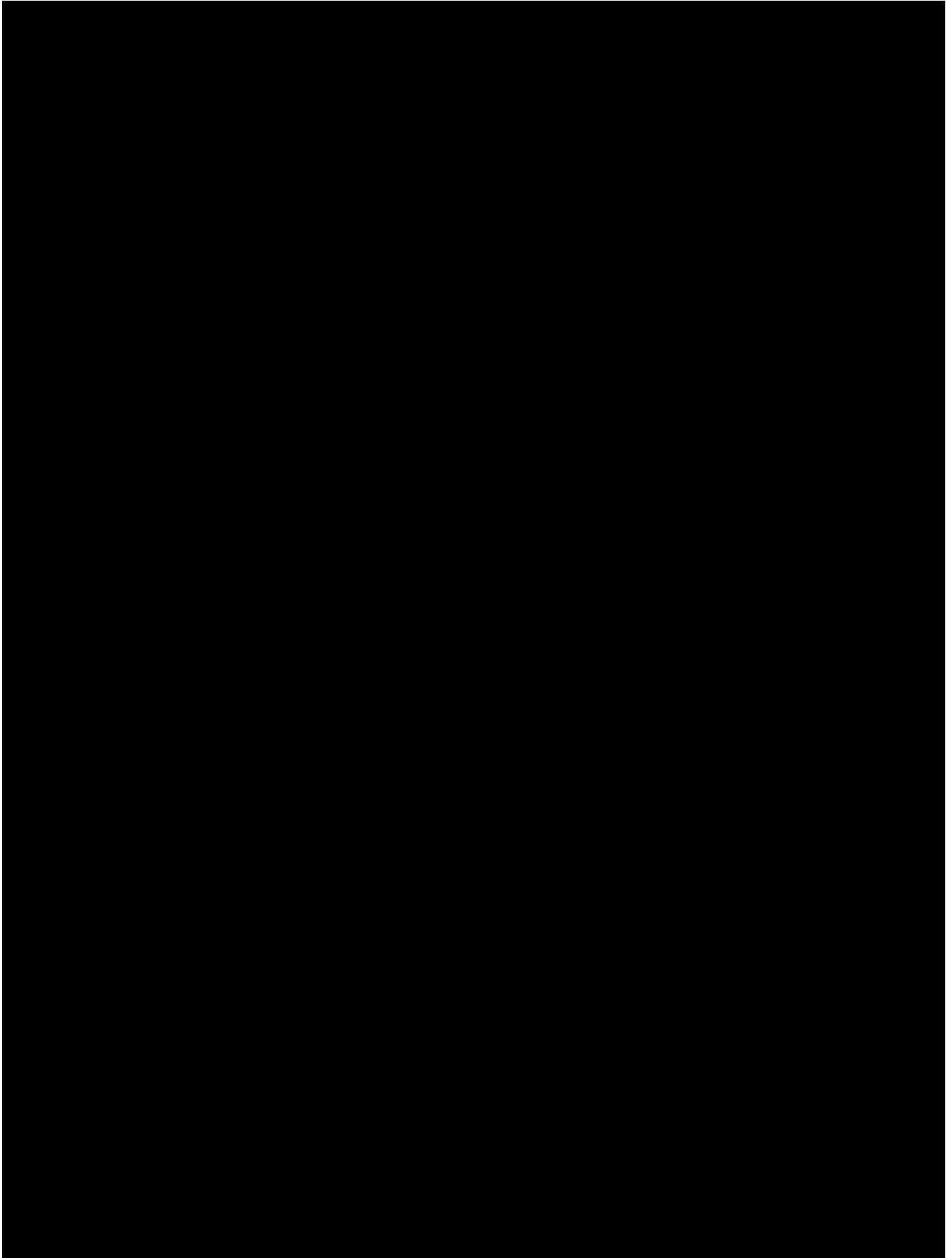
Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and
Interior Design

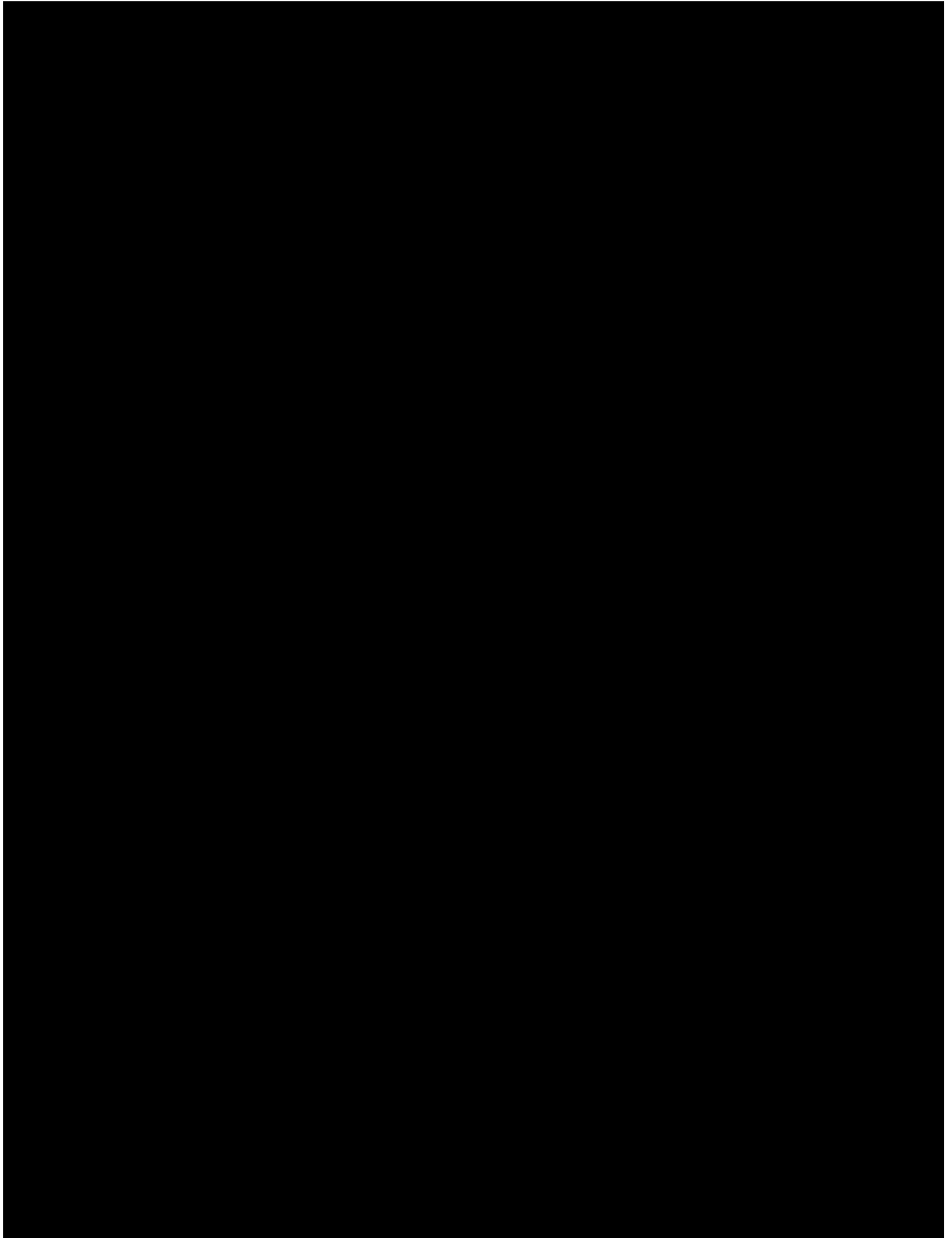
85 E 7th Place, Suite 160

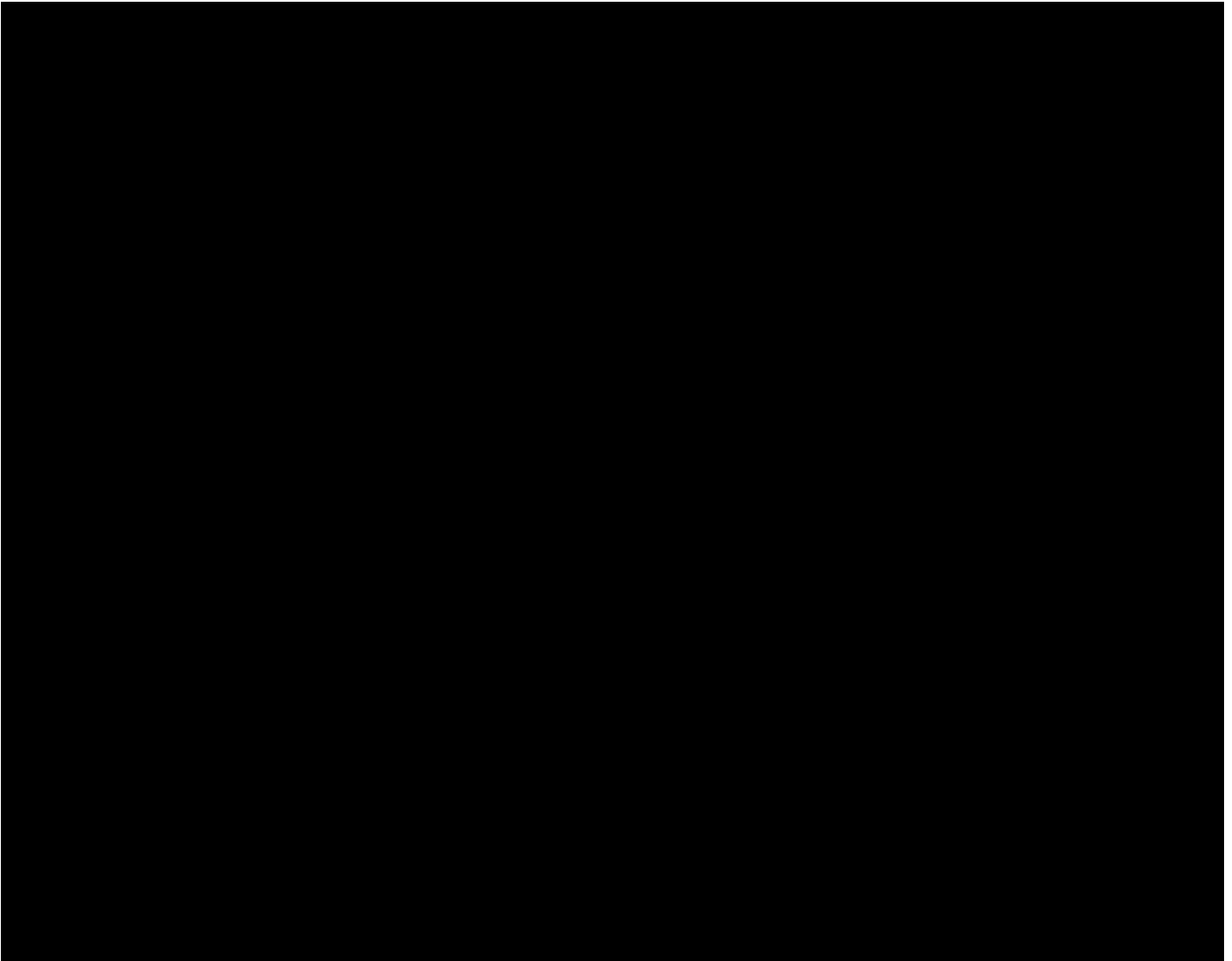
St. Paul, MN 55101

Re: **VARIANCE PETITION for GREGORY ZIPFEL**

Dear Kate:



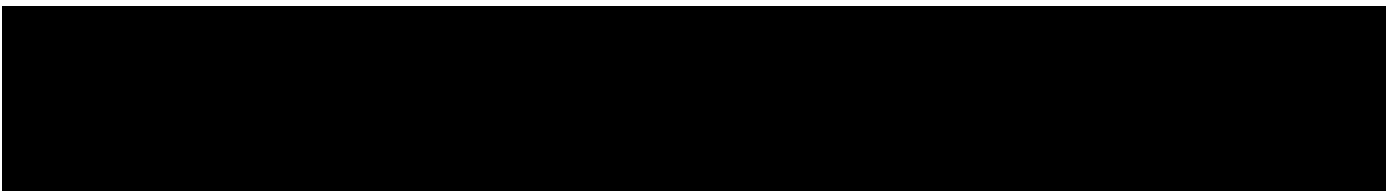




Respectfully Submitted:

Gregory A. Zipfel 





From: Greg Zipfel [REDACTED]

Sent: Tuesday, January 6, 2026 11:18 PM

To: Van Etta-Olson, Kate (AELS) [REDACTED]

[REDACTED]

Subject: Petition for Variance [REDACTED]

This message may be from an external email source.

Do not select links or open attachments unless verified. Report all suspicious emails to Minnesota IT Services Security Operations Center.

Kate:

[REDACTED]

Gregory A. Zipfel [REDACTED]

[REDACTED]

[REDACTED]

RECEIVED
JAN 09 2026
BY: 10



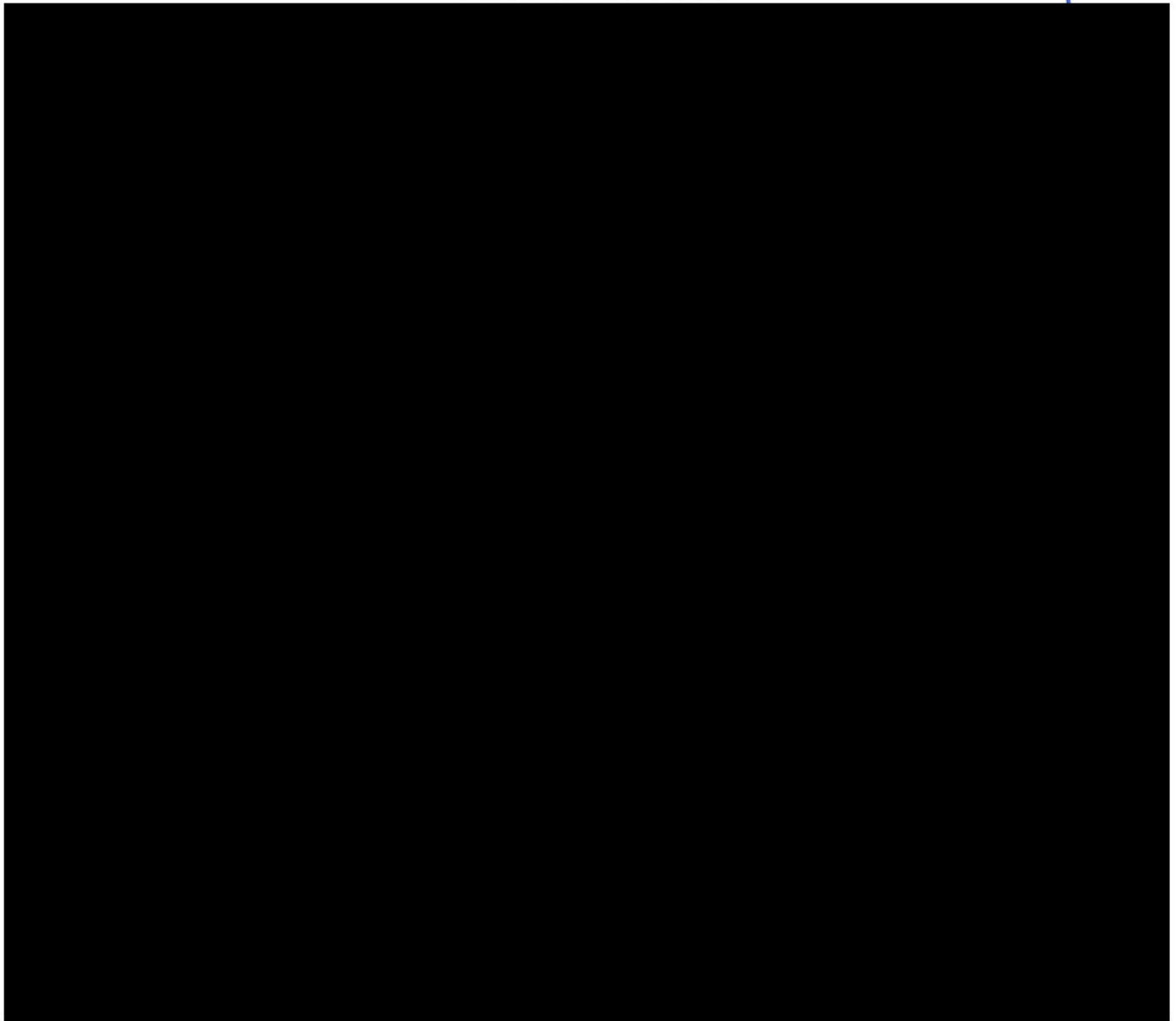
BOARD OF ARCHITECTURE • ENGINEERING
LAND SURVEYING • LANDSCAPE ARCHITECTURE
GEOSCIENCE • INTERIOR DESIGN
85 East 7th Place, Suite 160, St. Paul, MN 55101-2113
Phone: 651-296-2388 • Email: aelslagid@state.mn.us • mn.gov/aelslagid

Copy of Application
for variance
by Greg Ziptel



APPLICATION

INSTRUCTIONS



Submit the \$75.00 non-refundable application fee and your application by mail to the address above (no emails).

Make check or money order payable to MN Board of AELSLAGID.

The Board is unable to accept cash, credit card, or other electronic forms of payment for the application fee.

Once your application, including required documentation, is received, the Board will review it.

You will be notified by letter whether your application was approved or denied.

If your application is approved, you will receive instructions for obtaining your professional license.

If you have questions regarding your application, call the Board office at 651-296-2388.



Application—INSTRUCTIONS



BOARD OF ARCHITECTURE • ENGINEERING
LAND SURVEYING • LANDSCAPE ARCHITECTURE
GEOSCIENCE • INTERIOR DESIGN

85 East 7th Place, Suite 160, St. Paul, MN 55101-2113
Phone: 651-296-2388 • Email: aelslagid@state.mn.us • Web: mn.gov/aelslagid

FOR BOARD USE ONLY
Application #



APPLICATION

Application Fee: \$75

Make check or money order payable to
MIN Board of AELSLAGID.
The Board is unable to accept cash, credit
card, or other electronic forms of payment
for the application fee.

FOR BOARD USE ONLY
License #
Date Licensed Issued
Application Fee \$

Part A: Applicant Information (All fields are required unless otherwise noted.)

Note: If any of the information below changes after you submit this application, you must notify the Board immediately.

1. Are you or your spouse an active duty military member? Or have you left service in the last two years with an honorable or general discharge?

2. The address below is my (check one): ☒ Home ☐ Business. If business, list name: _____

3. General/contact information (your full legal name is required):

Full Legal Name Gregory Anthony Zipfel
(Legal First Name) (Legal Middle Name) (Legal Last Name) (Suffix)

Former Name _____
(If applicable)

Street Address 9138 Rusticwood Trail

(No PO Boxes)
City Crestwood State/Province MO

ZIP/Postal Code 63216 Country (if not USA) _____

4. Have you ever had a license/certificate in any jurisdiction for any of the professions regulated by the Board disciplined, denied, surrendered, suspended or revoked? If yes, attach a statement of explanation.

5. _____

☐ I have no legal middle name

NOTICE OF COLLECTION OF PRIVATE DATA

In accordance with the Minnesota Government Data Practices Act (Minnesota Statutes §13.04, Subd. 2), the Board is required to inform you of your rights as they pertain to private data collected from you on this application for licensure. The data you furnish on the application will be used by the Board to assess your qualifications for licensure. The collection of your social security number by the Board is required by both federal and state laws. You are not legally required to provide this data; however, if you fail to do so, the Board may be unable to approve your application or issue your license.

Federal law (42 U.S.C. 666(a)(13)) requires each state to collect social security numbers at the time of application for a professional or occupational license in order to improve effectiveness of child support enforcement.

Additionally, pursuant to Minnesota Statutes §270C.72, Subd. 4 (2022) the Board must provide the Commissioner of the Minnesota Department of Revenue a list of all applicants, including name, address and social security number or Individual Tax Identification Number (ITIN), each calendar year for the purpose of identifying individuals owing delinquent taxes. Pursuant to Minnesota Statutes §13.41, Subd. 2 (2022), all application data, except name and designated address, are private data until licensure is granted. When licensure is granted, all data, except social security number, become public record.

The Board will not share your private data with other persons or agencies unless it is required by law.

Note: If you answered "yes" to Question 5 in Part A, skip to page 3 (Part E).

Applicant Name: Gregory Zipfel

Part B: Record of Licensure

[Redacted]

Part C: Education

1. List all undergraduate and graduate degrees. **You must submit a final, official transcript** from each educational institution. Transcripts must arrive in a sealed envelope from the institution.

College/University Attended	City, State, Country	Graduation Date (mm/yyyy)	Degree Received
-----------------------------	----------------------	------------------------------	-----------------

2. [Redacted]

Part D: Experience References (Qualifying Experience)

[Redacted]

2. Provide an Experience Reference Form (included in this application packet) with the "Applicant" (your) portion completed to **all those listed above**. See that form for further instructions.

Part E: Rules of Professional Conduct (MN Rules 1805.0100-1805.1600)
Read below, then sign and date. Keep a copy for your records.

Gregory Zipfel

1/6/2026

Printed Name

Date

Signature

1805.0100 PROFESSIONAL CONDUCT.

Subpart 1. Purpose. This chapter on professional conduct is adopted for the purpose of implementing the laws and rules governing the practice of architecture, engineering, land surveying, landscape architecture, and geoscience, and the use of the title of certified interior design.

Subp. 2. Scope. This chapter is applicable to and binding upon each person, corporation, or partnership subject to the regulatory jurisdiction of the board.

Subp. 3. Professional responsibility. A. The professional conduct of a licensee or certificate holder must be in accordance with this chapter. B. When providing professional services, the licensee's or certificate holder's primary responsibility is the protection of the public's health, safety, and welfare.

1805.0200 OBLIGATION TO PROVIDE FULL DISCLOSURE.

Subpart 1. Public statements. A. A licensee or certificate holder shall avoid any act that may diminish public confidence in the profession and shall, at all times, conduct himself or herself, in all relations with clients and the public, so as to maintain its reputation for professional integrity. B. A licensee or certificate holder shall be objective and truthful in all professional documents, including but not limited to plans, reports, statements, or testimony. The licensee or certificate holder shall consider relevant and pertinent information in such documents or testimony and express professional opinions publicly only when they are founded upon an adequate knowledge of the facts and a competent evaluation of the subject matter.

Subp. 1a. Credit. In connection with the work for which the licensee or certificate holder is claiming credit, the licensee or certificate holder shall accurately represent the licensee's or certificate holder's qualifications, education, and scope of responsibility for the work. The licensee or certificate holder shall also accurately represent the qualifications, education, and scope of responsibility of any employer, employees, or associates.

Subp. 2. False statements and nondisclosure. A licensee or certificate holder shall not make a false statement or fail to disclose a material fact requested in connection with an application for certification, licensure, or renewal in this state or any other state.

Subp. 3. Knowledge of unqualified applicants. A. A licensee or certificate holder shall not endorse an application for certification or licensure of another person known by the licensee or certificate holder to be unqualified in respect to character, education, experience, or other relevant factor. B. A licensee or certificate holder possessing knowledge of an applicant's qualifications for examination, licensure, or certification shall cooperate with the applicant and the board by responding regarding those qualifications when requested to do so. A licensee or certificate holder shall provide verification of employment and experience earned by an applicant under supervision if there is reasonable assurance that the facts to be verified are accurate. A licensee or certificate holder shall not knowingly sign a verification document that contains false or misleading information.

Subp. 3a. Knowledge of improper conduct by others. A licensee or certificate holder possessing knowledge of any acts prohibited by this chapter, chapter 1800, or Minnesota Statutes, sections 326.02 to 326.15, by a licensee, certificate holder, or unlicensed individual shall report such knowledge to the board. Upon questioning by the board or its representative during an official inquiry into an alleged act, a licensee or certificate holder shall disclose any knowledge the licensee or certificate holder may have in the matter.

Subp. 4. General prohibitions. A licensee or certificate holder shall not: A. circumvent a rule of professional conduct through actions of another; B. engage in illegal conduct involving moral turpitude; C. engage in conduct involving dishonesty, fraud, deceit, or misrepresentation; D. engage in conduct that adversely reflects on the licensee's fitness to practice the profession; or E. permit the licensee's or certificate holder's name or seal to be affixed to plans, specifications, or other documents that were not prepared by

or under the direct supervision of the licensee or certificate holder.

1805.0300 CONFLICT OF INTEREST.

Subpart 1. Employment. A licensee or certificate holder shall not accept a project where a duty to the client or the public would conflict with the personal interest of the licensee or certificate holder or the interest of another client. Prior to accepting a project, the licensee or certificate holder shall disclose to a prospective client such facts as may give rise to a conflict of interest.

Subp. 2. Compensation. A licensee or certificate holder shall not accept compensation for services relating or pertaining to the same project from more than one party unless: A. there is a unity of interest between or among the parties to the project; B. the licensee or certificate holder makes full disclosure; and C. the licensee or certificate holder obtains the express consent of all parties from whom compensation will be received.

Subp. 3. Gifts. A. Without the knowledge and approval of the client or the employer, a licensee or certificate holder shall not, directly or indirectly, solicit or accept any compensation, gratuity, or item of value from contractors, their agents, material or equipment suppliers, or other persons dealing with the client or employer in connection with the work for which the licensee or certificate holder has been retained. B. A licensee or certificate holder shall neither offer nor make any payment or gift to a government official, whether elected or appointed, with the intent of influencing the official's judgment in connection with a prospective or existing project in which the licensee or certificate holder is interested or involved.

Subp. 4. Interpretations. When acting as the interpreter of project contract documents or as the judge of contract performance, a licensee or certificate holder shall render decisions impartially, using the professional judgment of their licensed or certified discipline.

1805.0400 IMPROPER SOLICITATION OF EMPLOYMENT.

A. A licensee or certificate holder shall seek and engage in only the professional work or employment the professional is competent and qualified to perform by reason of education, training, or experience.

B. A licensee or certificate holder shall not tender any gift, pay, or offer to pay, directly or indirectly, anything of substantial value, whether in the form of a commission or otherwise, as an inducement to secure employment. A licensee or certificate holder is not prohibited from paying a commission to a licensed employment agency for securing a salaried position.

1805.0500 FALSE OR MALICIOUS STATEMENTS.

A licensee or certificate holder shall not make false or malicious statements that may have the effect, directly or indirectly, or by implication, of injuring the personal or professional reputation or business of another member of the profession.

1805.0650 COMPETENCE.

Subpart 1. Standards of competence. In practicing architecture, engineering, land surveying, landscape architecture, or geoscience, or when using the title of certified interior designer, each licensee or certificate holder shall act with reasonable care and competence and shall apply the knowledge and skill that is ordinarily applied by such professionals.

Subp. 2. Conformance with state and local laws and regulations. When providing professional services, a licensee or certificate holder shall not violate applicable state and local laws and regulations. Notwithstanding the duty of licensees and certificate holders to follow the law, in proceedings before the board, the board shall consider whether a licensee's or certificate holder's violation follows from incorrect advice on the meaning of a statute or regulation. In such a circumstance, the board shall consider the reasonableness of the licensee's or certificate holder's reliance on the incorrect advice in determining the appropriate sanction, if any, for the violation.

Subp. 3. Qualifications for performing professional services. A licensee or certificate holder shall perform professional

services only when the licensee or certificate holder, together with those whom the licensee or certificate holder may engage as consultants, is qualified by education, training, and experience in the specific technical areas involved.

1805.0700 COMPLIANCE WITH LAWS.

Subpart 1. Violation of laws. Convictions of a felony without restoration of civil rights, or disciplinary action taken against a licensee or certificate holder by another jurisdiction, if for cause which in the state of Minnesota would constitute a violation of law or of these rules, shall be deemed to be a violation of these rules of professional conduct.

Subp. 2. Incompetence. A licensee or certificate holder adjudged mentally incompetent by a court of competent jurisdiction shall, until restored to mental competency, be deemed to be incompetent to practice the profession within the meaning of Minnesota Statutes, section 326.11, subdivision 1.

1805.0800 EMPLOYMENT PRACTICES.

A licensee or certificate holder, as an employer, shall refrain from engaging in any discriminatory employment practice prohibited by law.

1805.0900 PROFESSIONAL MISCONDUCT.

Misconduct within the meaning of Minnesota Statutes, section 326.11, subdivision 1, shall include any act or practice in violation of the rules of professional conduct in this chapter. A licensee or certificate holder shall not engage in conduct involving bribery, collusion, corruption, fraud, or malfeasance.

1805.1500 REGISTRATION.

No corporation, partnership, or other firm engaged in the practice of architecture, engineering, land surveying, landscape architecture, geoscience, or two or more of these professions, shall contract with or accept employment for professional services of an architectural, engineering, land surveying, landscape architectural, or geoscience character as defined in Minnesota Statutes, sections 326.02 to 326.15, unless a member or employee of the corporation, partnership, or other firm in responsible charge of the work is registered and licensed under Minnesota Statutes, sections 326.02 to 326.15, to practice the profession called for by the employment.

1805.1600 RESPONSIBLE CHARGE AND DIRECT SUPERVISION.

Subpart 1. Responsible charge; defined. A person in responsible charge of architectural, engineering, land surveying, landscape architectural, geoscience, or certified interior design work as used in Minnesota Statutes, section 326.14, means the person who determines and reviews design criteria, including technical aspects, advises with the client, and has direct supervision of subordinates during the course of the work and, in general, the person whose professional skill and judgment are embodied in the plans, designs, and advice involved in the work.

Subp. 2. Direct supervision; defined. A person in "direct supervision" of work as referred to in Minnesota Statutes, section 326.12, subdivision 3, means that person who is the employer, an employee of the same firm, or who is under contract to or from another firm and who is in responsible charge of the technical aspects of the architectural, engineering, land surveying, landscape architectural, geoscience, or certified interior design work in progress, and whose professional skill and judgment are embodied in the plans, specifications, reports, plats, or other documents required to be certified pursuant to that subdivision. A person in direct supervision of work directs the work of other licensees, unlicensed professionals, technicians, and clerical persons assigned to that work and is in responsible charge of the project comprising the work being supervised.

Part F: Certification Statements
to Be Affirmed by the Applicant

Applicant Name: Gregory Zipfel

Read the statements, select the appropriate true/false response, then sign and date below.

I declare that everything I have stated in this document is true and correct. If signing electronically, I agree that my electronic signature shall constitute the execution of this document in exactly the same manner as if I had signed by hand.

Applicant Signature

1/6/2026
Date

THIS SECTION FOR BOARD USE ONLY

Application Withdrawn Date

**RECOMMEND DENIAL
OF APPLICATION**

Board Member Signature

Board Member Name

Date

APPROVAL BY DELEGATION OF AUTHORITY

Signature

Date

**RECOMMEND APPROVAL
OF APPLICATION**

Board Member Signature

Board Member Name

Date