

DEPARTMENT OF CONSUMER AFFAIRS

**TITLE 16. PROFESSIONAL AND VOCATIONAL REGULATIONS  
DIVISION 2.**

CALIFORNIA ARCHITECTS BOARD

NOTICE OF PROPOSED REGULATORY ACTION CONCERNING:  
**Delegation of Certain Functions**

**NOTICE IS HEREBY GIVEN** that the California Architects Board (Board) is proposing to take the action described in the Informative Digest below, after considering all comments, objections, and recommendations regarding the proposed action.

**PUBLIC HEARING**

The Board has not scheduled a public hearing on this proposed action. However, the Board will hold a hearing if it receives a written request for a public hearing from any interested person, or his or her authorized representative, no later than 15 days prior to the close of the written comment period. A hearing may be requested by making such request in writing addressed to the individuals listed under "Contact Person" in this notice.

**WRITTEN COMMENT PERIOD**

Written comments relevant to the action proposed, including those sent by mail, facsimile, or e-mail to the addresses listed under "Contact Person" in this Notice, must be **received by the Board at its office no later than by Tuesday, April 21, 2026**, or must be received by the Board at the hearing, should one be scheduled.

**AUTHORITY AND REFERENCE**

Pursuant to the authority vested by section 5526 of the Business and Professions Code (BPC), and to implement, interpret, or make specific BPC section 5561.5, the Board is considering amending section 103 of title 16 of the California Code of Regulations (CCR).

**INFORMATIVE DIGEST / POLICY STATEMENT OVERVIEW**

Currently, 16 CCR section 103 delegates enforcement related authority to the executive officer. Specifically, the ability to receive and file accusations; issue notices of hearing, statements to respondent and statements of issues; receive and file notices of defense; determine the time and place of hearings under Section 11508 of the Government Code; issue subpoenas and subpoenas duces tecum; set and calendar cases for hearing and perform other functions necessary to the business-like dispatch of the Board in connection with proceedings under the provisions of Sections 11500 through

11528 of the Government Code, and prior to the hearing of such proceedings, to approve settlement agreements for the revocation or surrender of license; and the certification and delivery or mailing of copies of decisions under Section 11518 of the Government Code.

This regulatory proposal will clarify the Board's delegated enforcement authority to include the assistant executive officer in the absence of the executive officer. Additionally, the language makes it clear that the delegated authority will be conferred to an interim or acting executive officer when the Board selects one. By clarifying this delegated authority, the Board's enforcement responsibilities can continue uninterrupted should the Board be without an executive officer.

### **Anticipated Benefits of Proposal**

The Board has determined that this regulatory proposal will have the following benefits to the health and welfare of California residents:

This proposal will clarify that in the absence of the executive officer, the delegated enforcement authority will extend to the assistant executive officer, and the authority will be conferred to an interim or acting executive officer when the Board selects one. This regulatory proposal will benefit the health and welfare of Californians by ensuring there is no delay in administering enforcement actions.

This regulatory proposal does not affect worker safety or the state's environment.

### **Evaluation of Consistency and Compatibility with Existing State Regulations**

During the process of developing this regulatory proposal, the Board has conducted a search of any similar regulations on these topics and has concluded that these regulations are neither inconsistent nor incompatible with existing state regulations.

## **DISCLOSURES REGARDING THIS PROPOSED ACTION**

### **FISCAL IMPACT ESTIMATES**

**Fiscal Impact on Public Agencies Including Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State:** The regulations do not result in a fiscal impact to the state. This proposal delegates existing authority granted to the executive Officer to the assistant executive officer, as specified. The Board does not anticipate additional workload or costs resulting from the proposed regulations.

The proposed regulations do not result in costs or savings in federal funding to the state.

**Nondiscretionary Costs/Savings to Local Agencies:** None.

**Cost to any Local Agency or School District for which Government Code Sections 17500 - 17630 Require Reimbursement:** None.

**Mandate Imposed on Local Agencies or School Districts:** None.

**Significant Effect on Housing Costs:** None.

## **BUSINESS IMPACT ESTIMATES**

The Board has made the initial determination that the proposed regulatory action would have no significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states.

The regulations do not result in additional workload or costs to businesses and therefore are not anticipated to result in any negative impacts.

### **Cost Impact on Representative Private Person or Business**

The Board is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

## **RESULTS OF ECONOMIC IMPACT ASSESSMENT / ANALYSIS:**

### **Impact on Jobs / Businesses**

The Board has determined that this regulatory proposal will not have any impact on the following:

- 1) Creation or elimination of jobs within California,
- 2) Creation of new businesses or elimination of existing businesses within California, or
- 3) Expansion of businesses currently doing business within the state.

This proposal would not have any of the above-referenced impacts as explained in the "Business Impact Estimates" section of this notice.

### **Benefits of Regulation**

The Board has determined that this regulatory proposal will have the following affects to the health and welfare of California residents, worker safety, and the state's environment:

- This regulatory proposal reduces potential delays in the Boards enforcement activities, which will benefit the health and welfare of California residents.
- This regulatory proposal does not affect worker safety because it does not involve worker safety.
- This regulatory proposal does not affect the state's environment because it

does not involve the environment.

### **Business Reporting Requirements**

The regulatory action does not require businesses to file a report with the Board.

### **Effect on Small Business**

The Board does not maintain data to define if any of its licensees are a “small business” as defined in Government Code section 11342.610. However, in the event a licensee is affiliated with a small business, the regulations do not result in additional workload or costs and are not anticipated to result in any negative impacts to small businesses.

### **CONSIDERATION OF ALTERNATIVES**

In accordance with Government Code section 11346.5, subdivision (a)(13), the Board must determine that no reasonable alternative it considered to the regulation or that has otherwise been identified and brought to its attention would be more effective in carrying out the purpose for which the action is proposed; would be as effective and less burdensome to affected private persons than the proposal described in this Notice; or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

Any interested person may submit written comments relevant to the above determinations at the Board’s office at 2420 Del Paso Road, Suite 105, Sacramento, California 95834 during the written comment period, or at the hearing if one is scheduled or requested.

### **AVAILABILITY OF STATEMENT OF REASONS AND RULEMAKING FILE**

The Board has compiled a record for this regulatory action, which includes the Initial Statement of Reasons (ISOR), proposed regulatory text, and all the information on which this proposal is based. This material is contained in the rulemaking file and is available for public inspection upon request to the contact persons named in this notice.

### **TEXT OF PROPOSAL**

Copies of the exact language of the proposed regulations, and any document incorporated by reference, and of the initial statement of reasons, and all of the information upon which the proposal is based, may be obtained upon request from the Board at 2420 Del Paso Road, Suite 105, Sacramento, California 95834.

### **AVAILABILITY OF CHANGED OR MODIFIED TEXT**

After considering all timely and relevant comments, the Board, upon its own motion or at the request of any interested party, may thereafter adopt the proposals substantially as described below or may modify such proposals if such modifications are sufficiently related to the original text. With the exception of technical or grammatical changes, the full text of any modified proposal, with the modifications clearly indicated, will be

available for review and written comment for 15 days prior to its adoption from the person designated in this Notice as the Contact Person and will be mailed to those persons who submit written comments or oral testimony related to this proposal or who have requested notification of any changes to the proposal.

### **AVAILABILITY AND LOCATION OF THE FINAL STATEMENT OF REASONS AND RULEMAKING FILE**

All the information upon which the proposed regulations are based is contained in the rulemaking file which is available for public inspection by contacting the person named below.

You may obtain a copy of the Final Statement of Reasons once it has been prepared by making a written request to the Contact Person named below or by accessing the website listed below.

### **CONTACT PERSONS**

Inquiries or comments concerning the proposed rulemaking action may be addressed to:

Name: Timothy Rodda  
Address: 2420 Del Paso Road, Suite 105  
Sacramento, CA 95834  
Telephone No.: 279.895.1246  
E-Mail Address: timothy.rodde@dca.ca.gov

The backup contact person is:

Name: Laura Zuniga  
Address: 2420 Del Paso Road, Suite 105  
Sacramento, CA 95834  
Telephone No.: 916.471.0760  
E-Mail Address: laura.zuniga@dca.ca.gov

### **AVAILABILITY OF DOCUMENTS ON THE INTERNET:**

Materials regarding this proposal can be found at  
[https://www.cab.ca.gov/resrcs/laws\\_regs/prop\\_reg.shtml](https://www.cab.ca.gov/resrcs/laws_regs/prop_reg.shtml)

Copies of the Notice of Proposed Action, the Initial Statement of Reasons, and the text of the regulations with modifications noted, as well as the Final Statement of Reasons when completed, and modified text, if any, can be accessed through the Board's website at [https://www.cab.ca.gov/resrcs/laws\\_regs/prop\\_reg.shtml](https://www.cab.ca.gov/resrcs/laws_regs/prop_reg.shtml).