

## BOARDS AND COMMISSIONS

### Kentucky State Board of Licensure for Professional Engineers and Land Surveyors (Amendment)

#### **201 KAR 18:120. Replacement of ~~Reissuance of~~ license certificates and business entity permit certificates.**

RELATES TO: KRS 322.170

STATUTORY AUTHORITY: KRS ~~322.170(1),~~ KRS 322.290(4)

CERTIFICATION STATEMENT: This is to certify that this administrative regulation complies with the requirements of 2025 RS HB 6, Section 8. The Board of Licensure for Professional Engineers and Land Surveyors is not one of the agencies that is directed by House Bill 6, Section 8(3) to include a certification by the Governor.

NECESSITY, FUNCTION, AND CONFORMITY: KRS 322.170 authorizes the board to ~~issue~~reissue licenses and business entity permits to replace any license or business entity permit that was lost, destroyed, or mutilated. KRS 322.290(4) authorizes the board to promulgate administrative regulations necessary for the proper performance of its duties. This administrative regulation establishes the procedure for obtaining replacement license certificates~~reissuance of licenses~~ and replacement business entity permit certificates~~permits~~in the event of the loss, destruction, or mutilation of the original, and obtaining replacement license certificates and replacement business entity permit certificates in the event of an official name change.

Section 1. Replacement license certificate or business entity permit certificate due to loss, destruction, or mutilation ~~Reissuance of License~~. To obtain a replacement license certificate or business entity permit certificate due to the loss, destruction, or mutilation of the original, a licensed professional engineer or professional land surveyor or a business entity holding a valid business entity permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky~~The fee charged for the reissuance of a license or permit shall be as set out in 201 KAR 18:040. A replacement license or permit~~ shall:

- (1) Request a replacement license certificate or business entity permit certificate from the board ~~Bear the signatures of the current chairman~~; and
- (2) Submit to the board the reissuance fee, as required by 201 KAR 18:040 ~~Secretary-treasurer of the board and shall be identified as a replacement certificate~~.

Section 2. Replacement license certificate due to official name change of a licensee. To obtain a replacement license certificate due to an official name change of a licensee, a professional engineer or professional land surveyor who is licensed in the Commonwealth of Kentucky shall:

- (1) Request a replacement license certificate in the licensee's new name from the board;
- (2) Submit to the board a legal document that authorizes the name change, such as an updated passport, driver's license, marriage certificate, divorce decree, or court order showing the new name; and
- (3) Submit to the board the reissuance fee, as required by 201 KAR 18:040.

Section 3. Replacement business entity permit certificate due to official name change. To obtain a replacement business entity permit certificate due to an official name change of a business entity, a business entity holding a valid business entity permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky shall:

- (1) Request a replacement business entity permit certificate in the business entity's new name from the board;

(2) Submit to the board a legal document that demonstrates the name change, such as corporate minutes or a filing with a Secretary of State showing the new business entity name; and

(3) Submit to the board the reissuance fee, as required by 201 KAR 18:040.

Section 4. Replacement license certificates and replacement business entity permit certificates issued by the board pursuant to this administrative regulation shall bear the board's seal and the signatures of the current chair of the board and secretary-treasurer of the board.

*KYLE L. ELLIOTT, Executive Director*

APPROVED BY AGENCY: April 10, 2026

FILED WITH LRC: June 2, 2026 at 8:30 a.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on August 27, 2026, at 3:00 p.m., Eastern Standard Time, at the Kentucky Engineering Center, 160 Democrat Drive, Frankfort, Kentucky 40601. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through August 31, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Jake R. Miller, General Counsel, Kentucky State Board of Licensure for Professional Engineers and Land Surveyors, 160 Democrat Drive, Frankfort, Kentucky 40601, phone: (502) 573-2680, facsimile: (502) 573-6687, email: [jake.miller@ky.gov](mailto:jake.miller@ky.gov).

## REGULATORY IMPACT ANALYSIS AND TIERING STATEMENT

**Contact Person:**Jake R. Miller, Phone:(502) 573-2680, Email: jake.miller@ky.gov

**Subject Headings:**Boards and Commissions, Engineers and Land Surveyors, Occupations and Professions

**(1) Provide a brief summary of:**

**(a) What this administrative regulation does:**

This administrative regulation establishes the procedure for obtaining a replacement license certificate and replacement business entity permit certificate in the event of the loss, destruction, or mutilation of the original, and in the event of an official name change.

**(b) The necessity of this administrative regulation:**

This administrative regulation is necessary to provide the procedure by which to obtain a replacement license certificate or business entity permit certificate.

**(c) How this administrative regulation conforms to the content of the authorizing statutes:**

This administrative regulation conforms to the content of the authorizing statutes by adopting the procedure that must be complied with in order to obtain a replacement license certificate or business entity permit.

**(d) How this administrative regulation currently assists or will assist in the effective administration of the statutes:**

This administrative regulation assists in the effective administration of the statutes by setting forth a clear procedure that must be complied with in order to obtain a replacement license certificate or business entity permit.

**(2) If this is an amendment to an existing administrative regulation, provide a brief summary of:**

**(a) How the amendment will change this existing administrative regulation:**

The amendment will update this already existing administrative regulation to reflect the current procedures in place and modernize the administrative regulation. The amendment also makes minor grammatical corrections to enhance clarity of the regulation.

**(b) The necessity of the amendment to this administrative regulation:**

The amendment to this already existing administrative regulation is necessary to clarify the process that must be complied with in order to obtain a replacement license certificate or business entity permit.

**(c) How the amendment conforms to the content of the authorizing statutes:**

The amendment to this already existing administrative regulation conforms to the authorizing statute, KRS 322.170, by adopting a clear procedure that can be followed by licensed individuals or business entities wishing to replace any license or permit that was lost, destroyed, or mutilated. The amendment also conforms to the authorizing statute, KRS 322.290(4), because the authorizing statute gives the board authority to promulgate administrative regulations reasonably necessary for the performance of its duties.

**(d) How the amendment will assist in the effective administration of the statutes:**

The amendment to this already existing administrative regulation will assist in the effective administration of the statutes by putting licensees and permitted business

entities on notice of the clear procedures and requirements for those wishing to obtain a replacement license certificate or business entity permit certificate in order to expedite the process of issuing replacement license or business entity permit certificates.

**(3) Does this administrative regulation or amendment implement legislation from the previous five years? The amendment to this already existing administrative regulation does not implement legislation from the previous five years.**

**(4) List the type and number of individuals, businesses, organizations, or state and local governments affected by this administrative regulation:**

The amendment to this already existing administrative regulation is expected to only affect approximately 25 individuals/firms per year, who are either individuals licensed as professional engineers or professional land surveyors or business entities holding a permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky that have had a license certificate or business entity permit certificate lost, destroyed, or mutilated or wish to change the name on a license certificate or business entity permit certificate and wish to obtain a replacement certificate. No other businesses, organizations, or state and local governments are anticipated to be affected by the amendment to this administrative regulation.

**(5) Provide an analysis of how the entities identified in question (4) will be impacted by either the implementation of this administrative regulation, if new, or by the change, if it is an amendment, including:**

**(a) List the actions that each of the regulated entities identified in question (4) will have to take to comply with this administrative regulation or amendment:**

In order to comply with the amendment to this administrative regulation, individuals licensed as a professional engineer or professional land surveyor or business entities holding a permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky that have had a license certificate or business entity permit certificate lost, destroyed, or mutilated or wish to change the name on the license certificate or business entity permit certificate will need to comply with the procedure and submit the appropriate information to the board as set forth in the administrative regulation in order to obtain a replacement certificate.

**(b) In complying with this administrative regulation or amendment, how much will it cost each of the entities identified in question (4):**

There are no expected additional costs for individuals licensed as a professional engineer or professional land surveyor or business entities holding a permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky in complying with the amendment to this administrative regulation.

**(c) As a result of compliance, what benefits will accrue to the entities identified in question (4):**

As a result of complying with the amendment to this administrative regulation, individuals licensed as a professional engineer or professional land surveyor or business entities holding a permit to engage in the practice of engineering or land surveying in the Commonwealth of Kentucky that have had a license certificate or business entity permit certificate lost, destroyed, or mutilated or wish to change the name on a license certificate or business entity permit certificate will have the benefit of being able to obtain a replacement license certificate or business entity permit certificate.

**(6) Provide an estimate of how much it will cost the administrative body to implement this administrative regulation:**

**(a) Initially:**

No additional cost.

**(b) On a continuing basis:**

No additional cost.

**(7) What is the source of the funding to be used for the implementation and enforcement of this administrative regulation or this amendment:**

No additional funds are needed for the implementation and enforcement of the amendment of this administrative regulation. However, to the extent any funds are needed for the implementation and enforcement of the amendment of this already existing administrative regulation, the funds would be from restricted agency funds. The Kentucky State Board of Licensure for Professional Engineers and Land Surveyors does not receive any general or federal funds.

**(8) Provide an assessment of whether an increase in fees or funding will be necessary to implement this administrative regulation, if new, or by the change if it is an amendment:**

An increase in fees or funding will not be necessary to implement the amendment to this already existing administrative regulation.

**(9) State whether or not this administrative regulation establishes any fees or directly or indirectly increases any fees:**

The amendment to this existing administrative regulation does not establish any fees. Nor does the amendment directly or indirectly increase any fees.

**(10) TIERING: Is tiering applied?**

Tiering is not applied to the amendment of this already existing administrative regulation as the amendment applies equally to all licensed professional engineers, professional land surveyors, and business entities holding permits to engage in the practice of engineering and land surveying that wish to obtain a replacement license certificate or business entity permit certificate.

## **FISCAL IMPACT STATEMENT**

**(1) Identify each state statute, federal statute, or federal regulation that requires or authorizes the action taken by the administrative regulation:**

Kentucky Revised Statutes 322.170 and 322.290(4).

**(2) State whether this administrative regulation is expressly authorized by an act of the General Assembly, and if so, identify the act:**

This administrative regulation is expressly authorized by KRS 322.170.

**(3)(a) Identify the promulgating agency and any other affected state units, parts, or divisions:**

The promulgating agency is the Kentucky State Board of Licensure for Professional Engineers and Land Surveyors.

**(b) Estimate the following for each affected state unit, part, or division identified in (3)(a):**

**1. Expenditures:**

**For the first year:None.**

**For subsequent years:None.**

**2. Revenues:**

**For the first year:None.**

**For subsequent years:None.**

**3. Cost Savings:**

**For the first year:None.**

**For subsequent years:None.**

**(4)(a) Identify affected local entities (for example: cities, counties, fire departments, school districts):**

No local entities (cities, counties, fire departments, school districts) are affected by the amendment of this already existing administrative regulation.

**(b) Estimate the following for each affected local entity identified in (4)(a):**

**1. Expenditures:**

**For the first year:Not applicable.**

**For subsequent years:Not applicable.**

**2. Revenues:**

**For the first year:Not applicable.**

**For subsequent years:Not applicable.**

**3. Cost Savings:**

**For the first year:Not applicable.**

**For subsequent years:Not applicable.**

**(5)(a) Identify any affected regulated entities not listed in (3)(a) or (4)(a):**

Potential affected regulated entities may include individuals licensed as a professional engineer or professional land surveyor or business entities holding a permit to engage

in the practice of engineering or land surveying in the Commonwealth of Kentucky that have had a license certificate or business entity permit certificate lost, destroyed, or mutilated and wish to obtain a replacement.

**(b) Estimate the following for each regulated entity identified in (5)(a):**

**1. Expenditures:**

**For the first year:None.**

**For subsequent years:None.**

**2. Revenues:**

**For the first year:None.**

**For subsequent years:None.**

**3. Cost Savings:**

**For the first year:None.**

**For subsequent years:None.**

**(6) Provide a narrative to explain the following for each entity identified in (3)(a), (4)(a), and (5)(a)**

**(a) Fiscal impact of this administrative regulation:**

The amendment to this already existing administrative regulation will not have a fiscal impact on state or local government or regulated entities.

**(b) Methodology and resources used to reach this conclusion:**

Not applicable.

**(7) Explain, as it relates to the entities identified in (3)(a), (4)(a), and (5)(a):**

**(a) Whether this administrative regulation will have a "major economic impact", as defined by KRS 13A.010(14):**

The amendment to this already existing administrative regulation will not have a "major economic impact."

**(b) The methodology and resources used to reach this conclusion:**

Not applicable.