

Dear Senators FOREMAN, Lenney, Ward-Engelking, and
Representatives CLOW, Redman, Berch:

The Legislative Services Office, Research and Legislation, has received the enclosed rules of the
Division of Occupational and Professional Licenses - Engineers and Land Surveyors, Idaho Board of
Licensure for Professional:

IDAPA 24.32.01 - Rules of the Idaho Board of Licensure of Professional Engineers and Professional
Land Surveyors-Proposed Rule (Docket No. 24-3201-2501).

Pursuant to Section 67-454, Idaho Code, a meeting on the enclosed rules may be called by the
cochairmen or by two (2) or more members of the subcommittee giving oral or written notice to Research
and Legislation no later than fourteen (14) days after receipt of the rules' analysis from Legislative
Services. The final date to call a meeting on the enclosed rules is no later than 12/15/2025. If a meeting is
called, the subcommittee must hold the meeting within forty-two (42) days of receipt of the rules' analysis
from Legislative Services. The final date to hold a meeting on the enclosed rules is 01/12/2026.

The germane joint subcommittee may request a statement of economic impact with respect to a
proposed rule by notifying Research and Legislation. There is no time limit on requesting this statement,
and it may be requested whether or not a meeting on the proposed rule is called or after a meeting has
been held.

To notify Research and Legislation, call 334-4854, or send a written request to the address on the
memorandum attached below.



Terri Kondeff
Director

Legislative Services Office

Idaho State Legislature

Serving Idaho's Citizen Legislature

MEMORANDUM

TO: Rules Review Subcommittee of the Senate Commerce & Human Resources Committee and the House Business Committee

FROM: Division Manager - Matt Drake

DATE: November 26, 2025

SUBJECT: Division of Occupational and Professional Licenses - Engineers and Land Surveyors, Idaho Board of Licensure for Professional

IDAPA 24.32.01 - Rules of the Idaho Board of Licensure of Professional Engineers and Professional Land Surveyors-Proposed Rule (Docket No. 24-3201-2501)

Summary and Stated Reasons for the Rule

The Division of Division of Occupational and Professional Licenses - Idaho Board of Licensure for Professional Engineers and Land Surveyors - submits notice of rulemaking via Docket No. 24-3201-2501. The Division states that the sole purpose of the rulemaking is to move a fee table that currently exists on the Division's website into rule. The Division states that this rulemaking is pursuant to Section 67-9402(2), Idaho Code, which requires that, "[b]y July 1, 2026, all licensure fees shall be established in statute or rule." In addition, the rulemaking provides that fees are non-refundable and may be aggregated for biennial licensure.

The Division stated that existing fees would not be changed or increased through the proposed rule. Rather, the fees would simply be moved from the website into rule. However, upon review, LSO noted that the rulemaking would increase certain fees. This included the renewal type fees and the late renewal type fees (except for the retired license). After discussion with the Division, the Division noted that an error had occurred and that the error has subsequently been corrected through a pending rule that will be reflected in the January bulletin.

Negotiated Rulemaking / Fiscal Impact

Negotiated rulemaking was conducted. The Division states that there is no anticipated fiscal impact on the state General Fund.

Statutory Authority

The rulemaking appears to be authorized pursuant to sections 54-1208, 54-1213, 54-1216, and 54-1219, Idaho Code.

Paul Headlee, Deputy Director Matt Drake, Manager Keith Bybee, Manager April Renfro, Manager Norma Clark, Manager
Legislative Services Office Research & Legislation Budget & Policy Analysis Legislative Audits Information Technology

Statehouse, P.O. Box 83720
Boise, Idaho 83720-0054

Tel: 208-334-2475
legislature.idaho.gov

cc: Division of Occupational and Professional Licenses - Engineers and Land Surveyors, Idaho Board of Licensure for Professional
Ryan Bernard

***** PLEASE NOTE *****

Per the Idaho Constitution, all administrative rules may be reviewed by the Legislature during the next legislative session. The Legislature has 3 options with this rulemaking docket: **1)** Approve the docket in its entirety; **2)** Reject the docket in its entirety; or **3)** Reject the docket in part.

IDAPA 24 – DIVISION OF OCCUPATIONAL AND PROFESSIONAL LICENSES
24.32.01 – RULES OF THE IDAHO BOARD OF LICENSURE OF PROFESSIONAL ENGINEERS
AND PROFESSIONAL LAND SURVEYORS

DOCKET NO. 24-3201-2501

NOTICE OF RULEMAKING – PROPOSED RULE

AUTHORITY: In compliance with [Section 67-5221\(1\)](#), Idaho Code, notice is hereby given that this agency has initiated proposed rulemaking procedures. The action is authorized pursuant to [Section 54-1208](#), Idaho Code.

PUBLIC HEARING SCHEDULE: Public hearing(s) concerning this rulemaking will be scheduled if requested in writing by twenty-five (25) persons, a political subdivision, or an agency, not later than October 15, 2025.

The hearing site(s) will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is a nontechnical explanation of the substance and purpose of the proposed rulemaking:

This rule change would move the official fee table for Idaho Board of Professional Engineers and Land Surveyors (IPELS) from a posting on the Division of Occupational and Professional Licensing website into rule to comply with [Section 67-9402\(2\)](#), Idaho Code, requiring “all licensure fees shall be established in statute or rule.” Importantly, there are no contemplated changes to the current fee amounts. Instead, the current fees will simply be established in rule.

FEE SUMMARY: The following is a specific description of the fee or charge imposed or increased:

While the fee is being affected, it is not being increased or imposed in a new or different manner. [Section 67-9402\(2\)](#), Idaho Code, requires all fees to be in statute or rule, and this is moving the existing fees into rule. Fee authorized by [Section 54-1213](#), Idaho Code.

FISCAL IMPACT: The following is a specific description, if applicable, of any negative fiscal impact on the state General Fund greater than ten thousand dollars (\$10,000) during the fiscal year resulting from this rulemaking:

No fiscal impact on the state General Fund will occur as a result of these changes.

NEGOTIATED RULEMAKING: Pursuant to [Section 67-5220\(1\)](#), Idaho Code, negotiated rulemaking was conducted. The Notice of Intent to Promulgate Rules - Negotiated Rulemaking was published in the August 6, 2025 Idaho Administrative Bulletin, [Vol. 25-8, Pages 169–170](#).

INCORPORATION BY REFERENCE: Pursuant to [Section 67-5229\(2\)\(a\)](#), Idaho Code, the following is a brief synopsis of why the materials cited are being incorporated by reference into this rule: N/A.

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the proposed rule, contact Kolby Reddish, Chief Legal Counsel, at (208) 577-2519.

Anyone may submit written comments regarding this proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before October, 22, 2025.

DATED this 13th day of August, 2025.

Kolby K. Reddish
Chief Legal Counsel
11341 W. Chinden Blvd., Bldg. 4
Boise, ID 83714
Phone: (208) 577-2519
Email: kolby.reddish@dopl.idaho.gov

THE FOLLOWING IS THE PROPOSED TEXT OF DOCKET NO. 24-3201-2501
(Only Those Sections With Amendments Are Shown.)

24.32.01 – RULES OF THE IDAHO BOARD OF LICENSURE OF PROFESSIONAL ENGINEERS
AND PROFESSIONAL LAND SURVEYORS

400. FEES.

01. Applications and Renewals. All fees are non-refundable. Annual fees may be aggregated for biennial licensure. All fees are set by the Board in the following categories ~~and are accessible on the Division's website.:~~

<u>Application Type</u>	<u>Fee (in US Dollars)</u>
<u>Initial Licensure</u>	<u>\$80</u>
<u>Licensure by Comity</u>	<u>\$125</u>
<u>Business Entity Authorization Cert.</u>	<u>\$200</u>
<u>Faculty Restricted License</u>	<u>\$100</u>
<u>Intern Certificate</u>	<u>No Fee</u>
<u>Renewal Type</u>	<u>Fee (in US Dollars)</u>
<u>Engineers or Land Surveyors License</u>	<u>\$150</u>
<u>Business Entity Authorization Cert.</u>	<u>\$120</u>
<u>Intern Certificate</u>	<u>\$20</u>
<u>Retired License</u>	<u>No Fee</u>
<u>Late Renewal Type</u>	<u>Fee (in US Dollars)</u>
<u>Engineers or Land Surveyors</u>	<u>75 per Month (Maximum of 350 in late fees)</u>
<u>Business Entity Authorized Cert.</u>	<u>60 per Month (Maximum of 380 in late fees)</u>
<u>Intern</u>	<u>No Fee</u>
<u>Retired License</u>	<u>No Fee</u>

(7-1-25)()

- a. Licensure as a professional engineer or professional land surveyor by examination. (3-28-23)
- b. Reinstatement of a retired or expired license. (3-28-23)
- c. Certification for a business entity applying for a certificate of authorization to practice or offer to practice engineering or land surveying. (3-28-23)
- d. Renewals for professional engineers, professional land surveyors, engineer interns, land surveyor interns, and business entities. (3-28-23)
- e. Licensure for professional engineers or professional land surveyors by comity. (3-28-23)