



CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

New Jersey Office of the Attorney General

Division of Consumer Affairs
New Jersey State Board of Architects
124 Halsey Street, 3rd Floor, Newark, NJ 07102



JEFFREY S. CHIESA
Attorney General

ERIC T. KANEFSKY
Acting Director

CERTIFIED TRUE COPY

October 21, 2013



Mailing Address:
P.O. Box 45001
Newark, NJ 07101
(973) 504-6385

By Certified and Regular Mail

Barbara Ostrom
Barbara Ostrom Associates
1 International Boulevard - Suite 209
Mahwah, NJ 07495

Re: I/M/O Barbara Ostrom, Unlicensed
Uniform Penalty Letter -
NOTICE OF CHARGES for Unlicensed Practice

Dear Ms. Ostrom:

This letter is to advise you that the New Jersey State Board of Architects (the "Board") has had an opportunity to review charges that although you not a New Jersey licensed architect, you have used the term "architect", "architecture", or its substantial equivalent, in violation of N.J.S.A. 45:3-10 and N.J.A.C. 13:27-3.3. More specifically, evidence and testimony reveal that you have used the term "architect", "architecture" or its substantial equivalent in your advertisements and website, as well as on your office door. However, the Board takes into consideration your recent submission dated September 25, 2013 showing the removal of the word "architecture" from your office door. Please note that this Uniform Penalty Letter and Acknowledgment are public documents.

To avoid further proceedings, the Board has determined that it will first offer you an opportunity to amicably resolve this matter. Should you wish to do so, then you should "check" the first option on the attached Acknowledgment and sign and return it to the above address within thirty (30) days of the date of this letter. If you choose this option, then you agree to: (1) immediately cease and desist from use of the term "architect", "architecture" or its substantial equivalent; and (2) the payment of a civil penalty in the total amount of Five Thousand Dollars (\$5,000.00), \$4,000.00 to be stayed provided your continued compliance with this Uniform Penalty Letter and Acknowledgment and the remaining \$1,000.00 to be paid immediately by certified check or money order payable to the "State of New Jersey" which shall accompany the fully executed Acknowledgment.

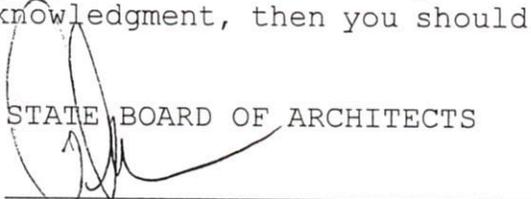
Alternatively, if you do not wish to resolve this matter without further proceedings, then you should check one of the remaining options on the Acknowledgment and sign and return it for consideration by the Board within thirty (30) days of the date of this letter. Once the Board has considered your selection, you will be notified of the outcome. Please note that if you request a hearing, then this letter will serve as notice of the charge(s) against you.

As previously stated, the Acknowledgment should be completed and returned to the Board within thirty (30) days of date of this letter. **If you do not complete and return the Acknowledgment within thirty (30) days, then the charge(s) set forth above shall be deemed uncontested and a default shall be entered against you on the 31st day.** You shall be notified of the entry of a default by the Board which shall include that you must cease and desist from use of the term "architect", "architecture" or its substantial equivalent, and pay a total civil penalty of \$5,000.00, \$4,000.00 to be stayed provided your continued compliance with this Uniform Penalty Letter and Acknowledgment and the remaining \$1,000.00 to be paid within ten (10) days or a Certificate of Debt shall be issued.

Should you have any questions concerning this letter or the options offered in the Acknowledgment, then you should seek the advice of your legal counsel.

STATE BOARD OF ARCHITECTS

By:



CHARLES KIRK,
Acting Executive Director

cc: B. Michelle Albertson,
Deputy Attorney General

ACKNOWLEDGMENT

I, Barbara Ostrom, hereby acknowledge that I have read the above charge(s) against me and my firm. I am also aware that the Board's letter and Acknowledgment, as well as any action taken against me by the Board, is a matter of public record.

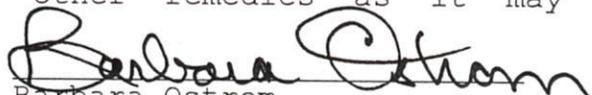
PLEASE CHECK ONE:

2013 NOV 18 2:39
ARCHIVE

I acknowledge the conduct which has been charged and agree to immediately cease and desist from use of the term "architect", "architecture" or its substantial equivalent. I further agree to pay a total civil penalty of \$5,000.00, \$4,000.00 to be stayed provided my continued compliance with this Uniform Penalty Letter and Acknowledgment and the remaining \$1,000.00 to be paid immediately by certified check or money order payable to the "State of New Jersey", which said payment is attached to this fully executed acknowledgment. Additionally, I agree that in the event the Board determines, in its sole discretion, that I have violated any provision of this Uniform Penalty Letter and Acknowledgment, then the stayed civil penalty of \$4,000.00 shall be activated and immediately due and payable. I understand that I shall have ten (10) days from the date of notification of the activation of the stayed civil penalty of \$4,000.00 to make payment in full or a Certificate of Debt shall be issued.

I hereby waive any rights I may have to a hearing in this matter and defend myself against any charge(s), but ask the Board to consider my enclosed written explanation before rendering its final decision. I understand that the Board may order any of the terms specified in its letter and that if it does so I will be obligated to comply. Failure to comply may subject me to further action and any failure to make a required payment will result in the filing of a Certificate of Debt.

I request a formal administrative hearing to be held before the Board at a future date to contest the charge(s) of unlicensed practice. In support of my hearing request, I have enclosed a fully responsive answer to the charge(s) of unlicensed practice, including any reasons why the charge(s), facts giving rise to those charge(s), or proposed actions and/or penalties, as set forth above in the Board's letter should be modified and/or dismissed. I understand that my answer shall be reviewed by the Board, and that the Board will determine whether there are material facts in dispute which require a hearing. If a hearing is not required, then a final order of the Board shall be issued, which may be appealed to the New Jersey Appellate Division. If a hearing is required, then a date and time for a formal hearing shall be set. I am aware that I may be represented by an attorney and that at the time of the hearing I may submit testimony and evidence relevant to the charge(s). I understand that in making its final decision, the Board may, if the charge(s) are proven, assess civil penalties and/or costs in an amount greater than that herein offered in its letter and may order such other remedies as it may deem appropriate.


Barbara Ostrom

Dated: 11-4-2013