

STATE OF MINNESOTA
BOARD OF ARCHITECTURE, ENGINEERING, LAND SURVEYING, LANDSCAPE ARCHITECTURE,
GEOSCIENCE AND INTERIOR DESIGN

In the Matter of

Timothy S. Gaetz
Architect No. 23554

**STIPULATION AND
CONSENT ORDER**

Board File No. 2025-0080

STIPULATION

Timothy Gaetz ("Respondent") and the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design's Complaint Committee stipulate that, subject to Board's review and discretionary approval, the Board may issue a consent order that imposes the following sanctions:

- A. Respondent is CENSURED and REPRIMANDED pursuant to Minn. Stat. § 326.111 (2024).
- B. Respondent shall pay to the Board a civil penalty of \$500. Respondent shall submit the civil penalty by check to the Board within 60 days of the Board's approval of this Stipulation and Consent Order.
- C. Respondent shall complete 2 professional development hours related to professional ethics, and provide proof of completion of the hours to the Board, within 60 days of the Board's approval of this Stipulation and Consent Order. These professional development hours are not to count toward the continuing education hours required by statute and rule for license renewal.

D. Respondent shall comply with all statutes and rules within the Board's jurisdiction.
See Minn. Stat. §§ 326.02–.15 (Supp. 2025) and Minn. R. chs. 1800 & 1805 (2023).

E. Respondent shall report in writing within ten days any and all violations of this Stipulation and Consent Order to the Board's Executive Director.

Respondent and the Committee enter into this stipulation based on the following findings of fact, conclusions of law, and other stipulated provisions:

Findings of Fact

1. The Board issued Respondent an Architect license on September 20, 1994.
2. Respondent's Architect license expired on June 30, 2024.
3. Respondent emailed the Board inquiring about reinstatement on January 3, 2025. He was informed on January 7, 2025, that he would need to submit a late renewal and that those who answer false to any certification statements must use the paper form, which was provided.
4. Respondent's Architect license was renewed via online renewal on January 8, 2025.
5. Respondent is the Owner and Principal of his own Minnesota architecture firm.
6. During his lapse in licensure, Respondent held out as an Architect on his firm's website by representing himself as a "Professional Licensed Architect," and on his LinkedIn by stating "MN Licensed Architect, State of Minnesota, Credential ID 23554."
7. Respondent inaccurately answered "True" to the following certification statements on his January 8, 2025 renewal application:

- a. "I have not and will not represented [sic] myself as an architect, professional engineer, land surveyor, landscape architect, professional geologist, professional soil scientist, or certified interior designer, without proper licensure or certification, either verbally or on any printed matter, in the State of Minnesota, nor will I do so until such time as my license or certificate has been issued/reinstated by the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design"
- b. "I have not performed or offered to perform any services reserved in statute to an individual who is properly licensed as an architect, professional engineer, land surveyor, landscape architect, professional geologist, or professional soil scientist in the State of Minnesota until my license has been issued by the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience or Interior Design."

8. Respondent held out and offered to practice in the State of Minnesota during his lapse in licensure.

Conclusions of Law

1. The Board has authority to license and regulate Architects and to take disciplinary action as appropriate. Minn. Stat. § 326.111 (Supp. 2025).

2. Respondent violated Minn. Stat. § 326.02, subds. 1 and 2 (2024), and Minn. R. 1805.0200, subps. 2 and 4(C) (2023).

3. Respondent is subject to discipline pursuant to Minn. Stat. § 326.111 subds. 4(a)(1), (5), and (8), and 6 (Supp. 2025).

4. This Stipulation and Consent Order is in the public interest.

Other Stipulated Provisions

1. This Stipulation and Consent Order must be approved by the Board to become effective.

2. Respondent agrees that the Committee may move the Board *ex parte*, with or without advance notice to the Respondent, to approve this Stipulation and Consent Order. Respondent understands that the Board may either approve the Stipulation and Consent Order or not approve it. This stipulation and the files, records, and proceedings associated with this matter may be reviewed by the Board in its consideration of the Committee's motion.

3. If approved by the Board, this stipulation and consent order shall be classified as public data. Minn. Stat. § 13.41, subd. 5 (2024). The Board will post a copy of this order on its website. The Board will also send a summary to the national discipline data bank pertaining to the practice of architecture.

4. If the Board does not approve this Stipulation and Consent Order, then the matter remains unresolved and the Committee may either seek to negotiate a revised Stipulation and Consent Order with Respondent to present to the Board or issue an order commencing a contested-case hearing before an Administrative Law Judge at the Court of Administrative

Hearings. See Minn. Stat. §§ 14.57–.62, 214.10, subd. 2 (2024) (describing administrative hearing process).

5. Respondent agrees that if this case comes before the Board again after it reviews and discusses this Stipulation and Consent Order, Respondent waives any claim that the Board was prejudiced by its review and discussion of this Stipulation and Consent Order and any records relating to it.

6. Respondent acknowledges that they were advised by the Committee of their right to a contested-case hearing in this matter before an Administrative Law Judge, to file exceptions and make argument to the Board after the hearing, and to seek judicial review from any adverse decision rendered by the Board. Respondent hereby expressly waives those rights. Respondent was further advised by the committee of their right to be represented by counsel and that they knowingly waive that right.

7. Respondent has read, understands, and agrees to this stipulation and has voluntarily signed it. It is expressly understood that this stipulation contains the entire agreement between the parties, there being no other agreement of any kind, verbal or otherwise. If approved by the Board, a copy of the final Stipulation and Consent Order shall be served personally or by first class mail on Respondent. The Board's order shall be effective when it is signed by the Chair of the Board or the Chair's designee.

8. Pursuant to Minn. Stat. § 16D.13 (2024), any civil penalty imposed by this Stipulation and Consent Order shall begin to accrue simple interest in accordance with that section thirty days after the civil penalty is due. Pursuant to Minn. Stat. § 16D.17 (2024), thirty days after any civil penalty imposed by this Stipulation and Consent Order is due, the Board may

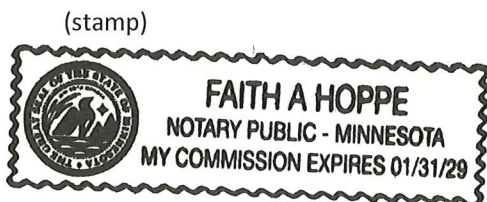
file and enforce any unpaid portion of the civil penalty as a judgment against Respondent in district court without further notice or additional proceedings.

Timothy S. Gaetz
Timothy S. Gaetz, Architect

STATE OF MN

COUNTY OF Ramsey

This instrument was acknowledged before me on October 6th, 2025 by Timothy Gaetz.



[Signature]
(Signature of notary officer)

My commission expires: 01/31/2029

COMPLAINT COMMITTEE

Daniel Hunter, PG
DANIEL HUNTER, PG
Chair

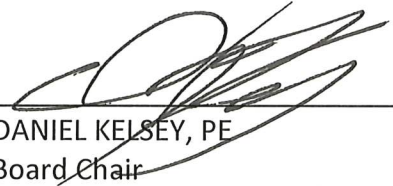
Dated: October, 10, 2025

CONSENT ORDER

Upon consideration of this Stipulation and Consent Order, and based upon all the files, records, and proceedings herein, all terms of the Stipulation and Consent Order are approved. Accordingly, the Board hereby ADOPTS the stipulation and issues the ORDER described above.

MINNESOTA BOARD OF ARCHITECTURE,
ENGINEERING, LAND SURVEYING, LANDSCAPE
ARCHITECTURE, GEOSCIENCE AND INTERIOR
DESIGN

Dated: 11-5, 2025



DANIEL KELSEY, PE
Board Chair