

**CONDOMINIUM AND PLANNED DEVELOPMENT LAW
CERTIFICATION STANDING COMMITTEE POLICIES**

100 ADMINISTRATION

200 CONTINUING LEGAL EDUCATION

100 ADMINISTRATION

- 1.01 **Meetings.** The committee chair will designate meeting times and places and disseminate a calendar of meeting dates to the members at the beginning of each fiscal year.
- 1.02 **Quorum.** Five members will constitute a quorum of the committee for the transaction of business.
- 1.03 **Attendance.** Members must make every effort to attend in person meetings and conference calls to participate in the responsibilities of the committee. All requests for excused absences must be approved by the chair.
- 1.04 **Application Review.** At least two members of the committee must review each application submitted. If approval is not recommended, the committee must discuss and identify the basis upon which it recommends denial. Review must follow the application review process set forth in BLSE Policy 2.14.

200 CONTINUING LEGAL EDUCATION

2.01 Accreditation Standards.

- (a) **Standards.** To be eligible for condominium and planned development certification, a course or activity must be devoted to matters involving:
- (1) drafting, reviewing, interpreting, or revising development and governing documents, title instruments and reports, title insurance commitments and policies (and title exceptions), contracts for sale and purchase, and statutory and administrative laws, rules, and provisions;
 - (2) drafting, reviewing, interpreting, or revising financing instruments, including Borrower Opinion Letters for developers, lenders, investors, or community associations;
 - (3) planning and drafting project legal structures and entities;
 - (4) dealing with development funds and associated development documents;
 - (5) drafting other project related documents;

- (6) serving as an arbitrator or counsel for a party in an arbitration involving condominium or planned development law issues;
- (7) serving as a mediator or counsel for a party in a mediation involving condominium or planned development law issues;
- (8) drafting opinion letters involving condominium or planned development law issues;
- (9) serving as legal counsel at a trial, on appeal, or in administrative hearings involving condominium or planned development law issues;
- (10) representing owners, purchasers, developers, lenders, investors, community associations, governmental agencies, or political subdivisions in matters relating to condominium and planned development law; or
- (11) addressing title issues (including issues relating to trusts, estates, and legal entities as they relate to title to units in a condominium or real property within a planned development);
- (12) handling real estate transactions involving units in a condominium or property within a planned development;
- (13) handling real estate financing transactions involving units in a condominium or property within a planned development;
- (14) handling assessment collection issues;
- (15) handling rule enforcement issues;
- (16) handling general leasing, landlord and/or tenant issues involving units in a condominium or property within a planned development;
- (17) handling zoning and land use planning regulation involving units in a condominium or property within a planned development;
- (18) addressing development issues involving units in a condominium or property within a planned development;
- (19) handling construction lien and related construction law issues;
- (20) handling enforcement of declarations and rules;
- (21) drafting, reviewing, interpreting, or revising contracts, easements, and agreements related to condominiums and planned unit developments;
- (22) addressing insurance matters including coverage issues, policy interpretation, and application to events within condominium or planned unit developments;
- (23) assisting and counseling board members, managers, and unit owners pertaining to their respective duties and responsibilities pertaining to association operations; and
- (24) any other activity deemed appropriate by the condominium and planned development law certification committee.

(b) **Credit Assignments.** The course or activity level will govern the credit assigned. For:

- (1) advanced education, 100% of the maximum number of CLE hours available;
- (2) intermediate education, 100% of the maximum number of CLE hours available;

- (3) basic education, no credit will be awarded;
- (4) no condominium and planned development credit will be awarded to courses dealing with law office economics and/or management; and
- (5) no one course will be awarded hours in excess of 50 hours for initial certification or in excess of 75 hours since 75 hours is the maximum number of hours needed to apply for recertification.

2.02 **Individual Activities.**

(a) **Lectures.** Performance as a lecturer on condominium and planned development matters will qualify for credit. The activity:

- (1) will qualify for 3 credit hours per 50 minutes of lecturing for basic level courses;
- (2) will qualify for 5 credit hours per 50 minutes of lecturing for intermediate level courses;
- (3) will qualify for 7.50 credit hours per 50 minutes of lecturing for advanced level courses;
- (4) will qualify up to 3 (intermediate or advanced level) or 2 hours (basic level) as a panel member or group discussion leader in a workshop per 50 minutes of participation; and
- (5) lawyers who repeat a lecture or performance at one or more locations are not entitled to additional credit.

(b) **College Teaching.** Teaching in an approved law school credit will qualify for credit. The activity:

- (1) will qualify for 4 credits hours for each quarter hour assigned to the course; and
- (2) will qualify for 5 credit hours for each semester hours assigned to the course.

(c) **College and University Course Attendance.** Credit will be earned through attendance at graduate level condominium and planned development law courses that are part of an LL.M. program at an AALS member law school or other graduate level program. The activity:

- (1) will qualify for 2 credit hours for each quarter hour assigned to the course; and
- (2) will qualify for 3 credit hours for each semester hour assigned to the course.

(d) Writing. Writing for books, journals, or other published works on condominium and planned development topics will qualify for credit when the material is accepted for publication in a professional publication or a journal. The activity:

- (1) may not exceed 50% of the total hours required for CLER compliance;
and
- (2) will be evaluated for credit in consideration as to the preparation time, quality of, originality, and the scope of the publication.

(e) Miscellaneous.

- (1) Requests for certification credit for any other type of educational activity, not addressed in these policies, will be reviewed and evaluated on an individual basis by the Condominium and Planned Development Law Certification Committee.