



Contractor Licensing Amendment requested by City Council during May 16th meeting

Receive a staff presentation and consider approval of amendments to the requirement for Contractor Licensing, in Chapter 14, Article 11 of the City Code of Ordinances on the first of two readings.





Amendment Highlights

- Removal of testing requirement to become a registered General or Residential Contractor
- Removal of annual Continuing Education requirement
- Converting License requirement to Registration requirement





Recommendation


- Staff recommends approval the amendments as presented.
- Additional slides are available for reference






Removal of Testing Requirement

Sec. 14.373. Qualifications for ~~license or~~ registration.

- (a) *Residential Contractor.* This designation applies to construction limited to one- and two-family dwellings. A person applying for a residential contractor's ~~registration~~license shall provide ~~the name, business name, address, phone number, driver's license, and email address. proof of passing the required examination for the license.~~ their name, business name, address, phone number, driver's license, and email address. A Residential contractor may be an employee of a company or organization.
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~~Exception: A person can meet the requirements of this designation with a valid contractor's license with proof of passing grade where an examination of equal or greater rigor was taken, as determined by the Building Official. State registration certificates and licenses that do not require examination involving general building practices, codes and standards do not apply.~~

- (b) *General Contractor.* This designation applies to any building construction within our jurisdiction. A person applying for a general contractor's ~~registration~~license shall provide ~~their name, business name, address, phone number, driver's license, and email address. proof of a passing grade for the required examination for the license.~~ their name, business name, address, phone number, driver's license, and email address. A General contractor may be an employee of a company or organization.
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Removal of Annual Continuing Education

- (b) No ~~license~~registration will be issued for more than one (1) year. A ~~registration license~~ may be renewed from year to year upon application of the holder. All ~~registration licenses~~ issued under this division expire on the last day of December. Any new ~~registration licenses~~ issued in December of the current year will be valid through December of the following year. ~~The building department has the ability to grant a sixty-day grace period for the purposes of continuing education. This section does not apply to individuals who have not held a license with the City in the previous six (6) months.~~
- ~~(c) Any licensee failing to make application for renewal of a license within sixty (60) days after its expiration is considered as an applicant for an original license. This section does not permit construction work by a contractor with an expired license.~~
- ~~(d) Each person who obtains a license shall register with the Building Official. The registration will include the information required by the Building Official. If any changes occur in the information provided by the licensee, the licensee shall amend the registration to reflect the changes within ten (10) business days of the change.~~
- ~~(e) Prior to the renewal of any contractor's license, the contractor shall complete six (6) hours of continuing education approved by the Building Official.~~



Registration vs License throughout Article 11

- (a) When the Construction Board of Appeals is notified that a ~~registrlicensee's~~ ~~license-or~~ registration has been suspended twice in a three-year period under subsection 14.380(a), and that the ~~registrlicensee~~ has committed another violation under section 14.371 or 14.372, the Board will set a ~~registration~~license revocation hearing within thirty (30) days and will send a copy of the information to the ~~registrlicensee~~ by certified mail or by hand delivery not less than ten (10) days before the date of the hearing.
- (b) The ~~registree~~licensee may appear in person at the hearing and may be represented by an attorney or any other person. All hearings will be open to the public. The City and the ~~registrlicensee~~ are entitled to present evidence and arguments at the hearing. The Board may, through its chair or secretary, administer oaths and compel the attendance of witnesses by subpoena issued by the chair. If the ~~registrlicensee~~ does not appear, the Board may proceed to hear and determine whether to revoke the ~~registrlicensee's~~ license.
- (c) If the ~~registrlicensee~~ admits the truth of the charges, or if the Board, by vote of three (3) or more members, finds them to be true, the Board will revoke the ~~registration~~license of the ~~registrlicensee~~. The decision of the Board in each revocation hearing will be entered into the meeting minutes of the Board.
- (d) Notice of the revocation will be given by the Board either in person at the hearing, by first class mail to the ~~registrlicensee's~~ last address on the Building Official's records, or by hand delivery to the ~~registrlicensee~~. Notice by mail is deemed to be received three (3) days after posting.