

Sec. 3.01.002 Registration of contractors

(a) Required.

(1) No person, firm, or corporation shall install or alter any plumbing, electrical, mechanical, irrigation, fire protection, water well, permanent signs, or construct any structure within the city unless that person, firm, or corporation is registered with the mayor or his/her designee.

(2) In order to register with the mayor or his/her designee, the:

- (A) Plumber;
- (B) Mechanical contractor;
- (C) Electrician;
- (D) Irrigation contractor;
- (E) Backflow tester;
- (F) Sign contractor;
- (G) Sign electrician;
- (H) Residential general contractor;
- (I) Commercial general contractor;
- (J) Water well contractor;
- (K) Fire protection contractor;

must possess a license issued by the state (where applicable) and must pay the registration fees set out below for each contractor category in which the contractor does business. The registration shall be on a form prescribed by the mayor or his/her designee. The term "contractor," as used herein, encompasses the above list.

(Ordinance A-292 adopted 10/20/05)

(b) Fees; classification; document requirements; renewal.

(1) The schedule of fees for registration, which are valid for one year, is as set forth in the fee schedule in appendix A of this code.

(2) All contractors must provide a copy of their current state professional license (except residential general, commercial general and sign contractors), driver's license, list of authorized personnel, and certificate of insurance showing the city as the certificate holder.

(3) Fire protection contractors include but are not limited to the following: fire alarm, fire sprinkler, fire pumps, standpipe systems, fuel tank installation/removal, and fire suppression.

(4) Sign contractors are contractors who install a new sign or replace/alter an existing permanent sign, whether it is a building sign, monument sign, or pole sign.

(5) Mechanical contractors are contractors who install, repair or maintain heating, air conditioning or ventilating systems.

(6) Contractor registrations are valid for one year from the date payment is made. Contractors must renew their city registrations annually to keep registration active. Renewal letters are issued on the first of every month in which renewal is due. A contractor has thirty (30) days from the date of expiration to renew with the city, regardless of whether a renewal letter was issued or received. Proof of a current state professional license (if applicable) is required for renewal. If renewal is not received in this time frame, contractor registration is cancelled and contractor information is discarded; the contractor must then re-register pursuant to subsection (a) of this section.

(Ordinance A-292 adopted 10/20/05; Ordinance adopting Code)