

Contractor's Requirements to Obtain Permits

- (1) 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.
- (2) 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.
- (3) 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.
- (4) Mechanical contractors are contractors who install, repair or maintain heating, air conditioning or ventilating systems.
- (5) 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)