

*Ordinance Summary published in the Miami County Republic on September 19, 2012 and the full text of the Ordinance made available at [www.cityofpaola.com](http://www.cityofpaola.com) for a minimum of 1 week from the date of publication.*

### **Ordinance No. 3052 Summary**

On August 14, 2012, the City of Paola, Kansas, adopted Ordinance No. 3052, amending Section 500.410 Categories of Contractor Licenses – Types of Work Authorized and amending Section 500.420 Contractor License Application of the Code of the City of Paola, Kansas, 2009. This Ordinance deletes the “Class F, Provisional License” and “Non-specialist contractor” license categories and amends Table 4-411 License and Registration Fees. A complete copy of this ordinance may be obtained or viewed free of charge at the Office of the City Clerk at City Hall, 10 W Peoria Street or at [www.cityofpaola.com](http://www.cityofpaola.com). This summary is certified by Lee H. Tetwiler, Paola City Attorney pursuant to K.S.A. 12-3001, et seq.

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### **ORDINANCE NO 3052**

**AN ORDINANCE AMENDING SECTION 500.410 CATEGORIES OF CONTRACTOR LICENSES – TYPES OF WORK AUTHORIZED AND AMENDING SECTION 500.420 CONTRACTOR LICENSE APPLICATION, BOTH IN ARTICLE I - GENERAL PROVISIONS, CHAPTER 500 BUILDING AND CONSTRUCTION CODES, TITLE V - BUILDING CODE, OF THE CODE OF THE CITY OF PAOLA, KANSAS, 2009.**

**Be it Ordained by the Governing Body of the City of Paola, Kansas:**

**Section 1.** That Section 500.410 the Code of the City of Paola, Kansas, 2009, is hereby amended as follows:

**SECTION 500.410: CATEGORIES OF CONTRACTOR LICENSES—TYPES OF WORK AUTHORIZED**

*A. General Contractor - Classes.*

1. *Class "A", General Contractor.* A Class A license shall entitle the holder thereof to build, remodel, repair, move or demolish any structure without limitation of use, type of construction, height or area.
2. *Class "B", General Contractor.* A Class B license shall entitle the holder thereof to build, remodel, repair, move or demolish all structures not exceeding three (3) stories in height. A Class B license holder shall also entitle the license holder to perform non-structural remodeling, tenant finish, repairs and demolition of any structure.
3. *Class "C", Residential General Contractor.* A Class C license shall entitle the holder thereof to build, remodel, repair, move or demolish single-family or duplex residences and buildings accessory thereto.
4. *Class "D", General Contractor.* A Class D license shall entitle the holder thereof to build, remodel, repair, move or demolish detached agricultural buildings, detached residential accessory buildings, residential swimming pools and minor ancillary structures associated with single-family dwellings.

*B. Electrical Contractor.* An electrical contractor's license shall entitle the holder thereof to perform

electrical contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code.

- C. *Plumbing Contractor.* A plumbing contractor's license shall entitle the holder thereof to perform plumbing contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code.
- D. *Mechanical Contractor.* A mechanical contractor's license shall entitle the holder thereof to perform mechanical contractor services in City of Paola and the Community Growth Area Contractor Licensing Program administered under this code.
- E. *Class S, Special Trades License.* A Class S license shall entitle the holder thereof to act as either the primary contractor or a subcontractor in the following trades:

- 1. *Foundation and flatwork contractor.* A foundation and flatwork contractor's license shall entitle the holder thereof to contract for and to install, repair and replace building foundations and/or concrete flatwork.
- 2. *Non-specialist contractor.* A non-specialist contractor's license shall entitle the holder thereof to remodel or repair any structure. A higher level of contractor license may be required if, in the opinion of a Code Official, the extent of work exceeds the scope of work intended by this classification.

Non-specialist Contractor License Deleted: As of September 11, 2012, the non-specialist contractor's license shall no longer be issued by the City of Paola. Non-specialist contractor's licenses issued prior to this date will continue to be valid provided that the license holder continues to renew said license without lapse. Once an existing license lapses or is not renewed by the holder, it shall not be reinstated by the City.

- 3. *Fire protection contractor.* A fire protection contractor license shall entitle the holder thereof to install, maintain, repair, service, test and inspect fire alarms, automatic sprinkler, special suppression systems and standpipe systems for all structures, including all spray and deluge, carbon dioxide, foam, dry chemical and inert gas systems and all related lines, tanks, fire control systems and appurtenances to any of the foregoing. Such contractor shall be responsible for the training and oversight of all tradesmen in its employment as well as the means, method and manner of the fire protection installation including construction, improvement, renovation, repair and maintenance on a construction project.
- 4. *Roofing contractor.* A roofing contractor's license shall entitle the holder thereof to contract for and to install, repair and replace roof coverings. Work may include roof deck and roof deck insulation, roof coating, painting, covering and may include use of sheet metal and installation of other sheet metal products incidental to roofing work or other material in connection therewith or any combination thereof.
- 5. *Site utility installer.* A site utility installers contractor's license shall entitle the holder thereof to contract for and to install, repair and replace water service piping, conduit and conductors for electrical service laterals and underground gas piping on residential or agricultural property.
- 6. *Siding and windows contractor.* A siding and windows contractor's license shall entitle the holder thereof to install, repair and replace siding and/or windows.
- 7. *Sign contractor.* A sign contractor's license shall entitle the holder thereof to contract for and to

install, repair or maintain outdoor advertising signage. If electrical wiring is associated with signage work, a licensed electrical contractor is required to perform such work.

8. *Excavation and landscape contractor.* An excavation and landscape contractor's license shall entitle the holder thereof to contract for and to perform excavation and/or landscape design and installation.
9. *Tower contractor.* A tower contractor's license shall entitle the holder thereof to contract for and perform erection of towers for utilities and communications.

**Section 2.** That Section 500.420 the Code of the City of Paola, Kansas, 2009, is hereby amended as follows:

**SECTION 500.420: CONTRACTOR LICENSE APPLICATION**

- A. *Application Form.* The City of Paola office of community development shall receive and process contractor license applications. All applicable fees as set forth in Section 500.420 and Table 4-411 shall accompany each original application.
- B. *Application And License Fees.* Application for contractor's license, name change, organizational change or change of the qualified person shall include information as the Code Board of Appeals may prescribe and shall be accompanied by the applicable fee required by Table 4-411.

Where required by Section 500.400, each application must list a qualified person. The qualified person is considered the applicant for a license and must have the ability to sign contracts that legally bind the individual, partnership or corporation. The qualified person shall be: the individual, for an individual license; one (1) of the partners, for a partnership license; an officer or active member in the corporation for a corporate license.

Upon approval of the application and verification of qualifications in accordance with Section 500.400 and insurance requirements in accordance with Section 500.360, the Code Official shall issue the requested license upon payment of the annual fee required by Table 4-411.

Fees shall not be prorated because part of the year has elapsed.

- C. *Renewal Or Reinstatement Of License.* Every contractor license shall be issued on a calendar year basis to expire on December thirty-first (31st) of each year. License renewal fees shall be due on the fifteenth (15th) day of December. A license renewal application may be submitted to the City beginning on November first (1st) through and including December fifteenth (15th). Applications and payment received prior to end of business on December fifteenth (15th) shall receive a twenty-five dollar (\$25.00) credit. Applications and licenses received from December sixteenth (16th) through and including January thirty-first (31st) shall pay the twenty-five dollar (\$25.00) late fee in accordance with Table 4-411 to offset administrative costs incurred as a result of such late renewal. Renewals received after January thirty-first (31st) shall be considered "new" contractors and all applicable license requirements shall be presented at the time of application; the contractor shall pay a fifty dollar (\$50.00) reinstatement fee in addition to the late fee. If a provisional contractor license is not renewed prior to the deadline date of January thirty-first (31st), they shall be considered "new" and all current applicable contractor license requirements shall be required prior to a license being issued.

No permits will be issued to any contractor without a current contractor's license.

When insurance coverage expires, the license shall be considered to expire by limitation and notice will be sent to the license holder. The license will not be reinstated until an original certificate of insurance as required by Section 500.360 of this code has been submitted and a reinstatement fee in accordance with Table 4-411 is paid.

Any construction permits that the license holder possesses shall be considered to be null and void when the holder of the license or one (1) of the designated contractors on the construction project authorized by a construction permit has expired or when insurance coverage has lapsed.

<b>TABLE 4-411</b>	
<b>LICENSE AND REGISTRATION FEES</b>	
Class A general contractor	\$125.00
Class B general contractor	\$125.00
Class C residential general contractor	\$125.00
Class D general contractor	\$125.00
Electrical contractor	\$125.00
Plumbing contractor	\$125.00
Mechanical contractor	\$125.00
Class S special trades contractor (except non-specialist contractor)	\$75.00
Non-specialist contractor. As of September 11, 2012, the non-specialist contractor's license shall no longer be issued by the City of Paola. Non-specialist contractor's licenses issued prior to this date will continue to be valid provided that the license holder continues to renew said license without lapse. Once an existing license lapses or is not renewed by the holder, it shall not be reinstated by the City.	\$125.00
Re-instatement fee	\$50.00
Early renewal	\$25.00 CREDIT

For each additional license holder in the same license classification, a fee of fifty dollars (\$50.00) will apply for the license fee. An application form and all applicable documentation shall be submitted.

For contractors holding multiple classifications of licenses, the first (1st) shall be at the full license amount, with additional licenses for same licensee being fifty dollars (\$50.00) per license.

Faxed certificates of insurance will not be accepted. An original certificate of insurance shall be received prior to a license being issued.

**Section 3.** That this ordinance shall become effective after its passage, approval and publication in the official city newspaper pursuant to KSA 12-3001, et seq.

**PASSED AND APPROVED** by the Governing Body this 11th day of September, 2012.

**APPROVED** by the Mayor this 11th day of September, 2012.

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Artie Stuteville, Mayor

ATTEST: [seal]

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Daniel G. Droste, City Clerk