

STATE OF INDIANA

BEFORE THE BOARD OF CLARK COUNTY COMMISSIONERS

ORDINANCE NO. 7-2015

AN ORDINANCE PROVIDING FOR REGISTRATION AND LICENSING OF ELECTRICIANS, MECHANICAL CONTRACTORS AND PLUMBERS

WHEREAS, this Board of Commissioners of Clark County, Indiana (this "Board"), is the executive body of Clark County government pursuant to the provisions of Ind. Code § 36-2-2-2; and,

WHEREAS, this Board is also the legislative body of body of Clark County government pursuant to the provisions of Ind. Code 36-1-2-9; and

WHEREAS, This Board desires to replace Ordinance 18-1987 with the passing of this Ordinance; and

WHEREAS, This Board desires to require licensing for not only electricians, but also to include plumbers and mechanical contractors; and

WHEREAS, This Board desires to have updated, reasonable and competitive licensing fees renewable annually; and

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CLARK COUNTY COMMISSIONERS, AS FOLLOWS:

1. General Regulations: Term, Certificate of Liability and Suspension and Revocation

(A) All contractor licenses issued within and for Clark County, Indiana, are non-transferrable and shall be issued on an annual basis beginning January 1 of each year and expiring December 31 of the previous year. No late fees shall be assessed for not renewing by the renewal deadline, but the license will only be valid from the date of actual renewal until December 31 of each year.

(B) Each licensee actively employed for hire in the County and performing work of their respective trade shall, at the time the initial Contractor License Application is submitted and for every renewal year, provide the Executive Director with evidence of liability insurance (Certificate of Liability) for each occurrence by an insurance company licensed to do business in the State of Indiana. The following exceptions to this requirement may be allowed:

- a. If the licensee is currently employed by a firm that carries insurance for the individual and he or she does not do work for hire in the County, he or she, therefore, may retain his or her license by renewal, and the license being indicated by the Office of the Executive Director in such a manner that this individual shall

not be allowed to obtain permits for work within Clark County, Indiana, without proof of insurance as previously set forth, except on the premises of the firm maintaining the insurance.

- b. If the licensee is currently not actively engaged in plying his or her trade, but wishes to retain his or her license by renewal, the license shall be indicated by the Office of the Executive Director in such a manner that this individual shall not be allowed to obtain permits for work within Clark County, Indiana, limits without proof of insurance.

(C) The Plan Commission will hold, as part of regular Plan Commission meetings, any hearing for license suspension or revocation as needed. The responsible licensee will be notified via certified letter of the violation and hearing date ten (10) days prior to the hearing.

2. Electricians

(A) Any person, firm, or corporation who makes electrical installations or performs any electrical work for which a permit is required, shall possess an electrical contractor's license.

(B) An electrical contractor's license shall be required for any person engaged in the business of making electrical installations or any electrical work requiring a permit within the unincorporated areas of Clark County, Indiana.

(C) Any person desiring to obtain an electrical contractor's license, as required by this Ordinance, shall make an application to the Executive Director, Clark County Planning Commission in such form as may be prescribed.

(D) An applicant for an electrical contractor's license shall complete a Contractor License Application and submit the following documentation with said Application:

- a. Test scores from NAI, Experior, ICC , or any other national testing assessment agency for Master Electrician exam. The test scores may be indicated by a numerical score OR "Pass/Fail".
- b. Valid Driver's License
- c. Certificate of Liability for insurance
- d. NOTE: A valid electrical contractor's license from the City of Jeffersonville, Town of Sellersburg, Town of Clarksville, or City of New Albany, Indiana, shall be accepted in lieu of test scores as part of the document submittal for application.

(E) The license fee shall be \$100 for all electrical contractor licenses with a renewal fee of \$100 payable on or before December 31 for the following year.

3. Mechanical Contractors

- (A) Any person, firm, or corporation who makes a heating, ventilation, air conditioning, or refrigeration installation, or performs any mechanical work for which a permit is required, shall possess a mechanical contractor's license.
- (B) A mechanical contractor's license shall be required for any person engaged in the business of installing heating, ventilation, air conditioning, refrigeration or any other such work within the unincorporated areas of Clark, County, Indiana.
- (C) Any person desiring to obtain a mechanical contractor's license, as required by this Ordinance, shall make an application to the Executive Director, Clark County Planning Commission, in such forms as may be prescribed.
- (D) An applicant for a mechanical contractor's license shall complete a Contractor License Application and submit the following documentation with said Application:
 - a. Test scores from NAI, Experiior, ICC, or any other national testing assessment agency for Master HVAC exam. The test score may be indicated by a numerical score OR "Pass/Fail".
 - b. Valid Driver's License
 - c. Certificate of Liability for insurance
 - d. NOTE: A valid mechanical contractor's license from the City of Jeffersonville, Town of Sellersburg, Town of Clarksville, or City of New Albany, Indiana, shall be accepted in lieu of test scores as part of the document submittal for application.
- (E) The license fee shall be \$100 for all mechanical contractor licenses with a renewal fee of \$100 payable on or before December 31 for the following year.

4. **Plumbers**

- (A) Any person, firm, or corporation who makes plumbing installations or performs any plumbing work for which a permit is required, shall possess a plumbing contractor's license.
- (B) It shall be unlawful for any plumbing contractor, journeyman plumber, or apprentice plumber, as these terms are defined by the law of the State of Indiana, to operate or engage in the business of plumbing within this County without first registering with the County in the manner provided in this subsection in order that the Building Commissioner has the records necessary to inspect the work of the persons registered hereafter.
- (C) No person, firm, partnership, or corporation shall operate or engage in the plumbing business within the County unless and until each person or all members of the firm or partnership, or each officer, agent, or employee of the corporation shall be duly licensed as a plumbing contractor, journeyman plumber, or apprentice plumber with the State of Indiana, as provided by 860 IAC 1-5-, and unless and until the same shall be duly registered according to the terms and provisions of this subsection, and shall have the certificate of registration duly issued in the name of the person as provided hereafter.

- (D) Any person desiring to obtain a plumbing contractor's license, as required by this Ordinance, shall make an application to the Executive Director, Clark County Planning Commission in such forms as may be prescribed.
- (E) In the event any plumbing license issued by the Indiana Plumbing Commission to any licensee shall be revoked or suspended by the Plumbing Commission, then the County license held by the licensee shall become null and void and of no effect and shall remain void until the licensee is again the holder of a valid license from the Plumbing Commission.
- (F) An applicant for a plumbing contractor's license shall complete a Contractor License Application and submit the following documentation with said Application:
- a. A valid State of Indiana plumbing contractor, journeyman plumber, or apprentice plumber license.
 - b. Valid Driver's License
 - c. Certificate of Liability for insurance
- (G) The license fee shall be \$50 for all plumbing contractor licenses with a renewal fee of \$50 payable on or before December 31 for the following year.

5. **Disposition of Fees; Records**

- (A) All fees collected for contractor licenses shall be deposited into the Planning and Zoning non-reverting fund. The Executive Director shall keep a record of all persons registered to engage in the electrical, mechanical, and plumbing businesses and the license number issued to each applicant.'

6. **Suspension and Revocation of License**

- (A) Any license issued under this Ordinance is subject to suspension or revocation for the following causes:
- a. Execution of a false affidavit in connection with the license application.
 - b. Failure on the part of the licensees to comply with the County Ordinances within a reasonable time after having received written notice of such violation from the Executive Director.
 - c. Any license may be suspended or revoked due to defective work, repeat violations of the County Ordinances, repeat violations of the IBC (International Building Code) or IRC (International Residential Code) as adopted by the State of Indiana with Indiana Amendments, as well as the NEC (National Electric Code).
 - d. The Executive Director, upon receipt of any information or complaint containing grounds for the revocation or suspension of a County license, shall immediately cause written notice of the information or complaint to be issued to the licensee. The notice shall state the nature of the information or complaint and the time and date which the Plan Commission has set for a hearing. If, after the hearing, the Plan Commission is satisfied that the weight of the evidence clearly shows a

violation has occurred, the Plan Commission may suspend or revoke the license of the person.

7. Effective date

The Ordinance shall be in full force and effect upon its passage and promulgation as evidenced by the affirmative signatures of the undersigned as the majority of the duly elected and serving members of this Board.

So Ordained this ____ Day of February ____, 2015.

Members voting "NO":

Jack Coffman, Commissioner

Rick Stephenson, Commissioner

Bryan Glover, Commissioner

Members voting "YES":



Jack Coffman, Commissioner

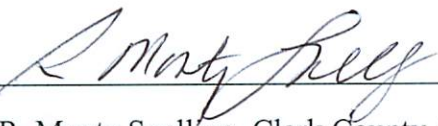


Rick Stephenson, Commissioner



Bryan Glover, Commissioner

Attested by:



R. Monty Snelling, Clark County Auditor