

ORIGINAL ORDINANCE NO: 2017  
ENROLLED ORDINANCE NO: 1785

INTRODUCED BY:GABRIEL

AN ORDINANCE ADDING SECTION 15.24.015 TO LARAMIE MUNICIPAL CODE TO PROVIDE LICENSING OF GENERAL CONTRACTORS WORKING IN THE CITY LIMITS OF LARAMIE

WHEREAS, to provide a reasonable level of safety, public health and general welfare through the building industry.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF LARAMIE:

**Section 1.** That the City Council is hereby amending Chapter 15 of the Laramie Municipal Code by adding section 15.24.015 to read as follows:

**15.24.015. General Contractor Licenses**

15.24.015.A. Purpose

To establish requirements within the building industry, through the licensing of General Contractors and Qualified Supervisors of Record working within the city limits of Laramie, to protect and safeguard the public safety, health and general welfare.

15.24.015.B. Definitions

“Construction” under this Chapter means all residential and commercial construction-related activities which require a permit under Laramie Municipal Code 15.24.000.

“General Contractor” means any person or entity who, for compensation, contracts to do or be in charge of, lead or manage construction as defined above.

“Qualified Supervisor of Record” is an individual that, is either the General Contractor license holder or an employee of the General Contractor license holder, who has met the requirements of this code at the license level held by the General Contractor and is responsible for overseeing any work in progress.

15.24.015.C. Requirements for General Contractors

In order to engage in construction in, or obtain building permits from, the City of Laramie, a General Contractor must: 1) have a General Contractor license issued by the City, of the class appropriate for the work being performed, and 2) employ a Qualified Supervisor of Record licensed by the City for the class appropriate for the work being performed by the General Contractor.

15.24.015.D. Classes of General Contractor Licenses

15.24.015.D.1 General Contractor Class A (GC-A)

A GC-A license allows the General Contractor to perform and obtain permits for all construction, alterations, repairs, or demolition of any type on any size structure. A GC-A license holder may also perform all work allowed under Class B, Class R, and Class C General Contractor licenses.

15.24.015.D.2 General Contractor Class B (GC-B)

A GC-B license allows the General Contractor to perform and obtain permits for all construction, alterations, repairs, or demolition of one, two, three or four unit residential buildings of three stories or fewer; other residential buildings, including shops, garages, pole barns, store rooms; alterations or repair of other buildings not affecting the structural integrity of the building; and non-structural tenant finish and construction of one-story commercial buildings with 10,000 sq. ft. total area or less. A GC-B license holder may also perform all work allowed under Class R, and Class C General Contractor licenses.

15.24.015.D.3 General Contractor Class R (GC-R)

A GC-R license allows the General Contractor to perform and obtain permits for all construction, alterations, repairs, or demolition of detached single-family dwellings not more than 3 stories above-grade in height with a separate means of egress and accessory structures. A GC-R license holder may also perform all work allowed under Class C General Contractor licenses.

15.24.015.D.4 General Contractor Class C (GC-C)

A GC-C license allows the General Contractor to perform and obtain permits for roof assemblies (new, repair, removal and replacement, re-shingle of existing), siding (new, removal and replacement of existing), egress windows (new, removal and replacement of existing), permitted fencing and signs (new, removal and replacement of existing)

15.24.015.E. Requirements for a General Contractor license

The City shall issue a General Contractor license to any person or entity who fully completes an application with the City of Laramie, which application shall include at least:

1. Name and contact information for the applicant;
2. Name and contact information for the Qualified Supervisor(s) of Record employed by the Applicant and licensed by the City for the class of license the applicant is seeking;

3. Agreement that a duly licensed Qualified Supervisor of Record will be assigned to and be responsible for every project or job on which the applicant works;
4. Agreement the applicant will immediately notify the City as Qualified Supervisors of Record leave the applicant's employ and immediately provide the name and contact information of Qualified Supervisors of Record who are added to its employ;
5. Agreement the applicant will immediately notify the City if the applicant no longer has any Qualified Supervisors of Record in its employ and agreement the applicant has 30 days to employ a Qualified Supervisor of Record.
6. Proof of Workers Compensation coverage (State of Wyoming Workers Compensation. Certificate of Good Standing Certificate with the City of Laramie as recipient).
7. Agreement that all trade subcontractors (electrical, mechanical plumbing, fire suppression, lawn sprinkler, gas service, refrigeration, petroleum) shall be licensed with the City of Laramie and all necessary permits shall be obtained prior to work commencing.
8. Agreement that all building sub-contractors (framing, drywall, concrete, masonry) working under the building permit of the of the General Contractor shall carry general liability insurance.
9. Agreement that all permits shall be clearly visible and displayed at the job site.
10. Proof of liability insurance with the City of Laramie listed as Certificate Holder, liability insurance shall be continuous. A renewed Certificate of Liability Insurance shall be provided to the City, upon renewal, maintaining the City of Laramie as the certificate holder. The City of Laramie shall receive a 30 days' advance notice upon renewal, cancellation or modification of liability insurance. The amounts of the required liability insurance shall be as follows for each class of a General Contractor license:

Liability Insurance	Table 15.24.015-E1	
Class A	\$1,000,000 per occurrence	\$2,000,000 total aggregate
Class B	\$ 500,000 per occurrence	\$1,000,000 total aggregate
Class R	\$ 500,000 per occurrence	\$1,000,000 total aggregate
Class C	\$ 300,000 per occurrence	\$ 600,000 total aggregate

15.24.015.F. Fees for issuance of a General Contractor license

Applicants seeking a General Contractor license must pay the following fees for their initial license and each renewal. Fees shall not be prorated.

Contractor Fees	Table 15.24.015-C1	
Class A	\$500 new	\$200 renewal
Class B	\$450 new	\$150 renewal
Class R	\$450 new	\$150 renewal
Class C	\$300 new	\$ 75 renewal

15.24.015.G. Qualified Supervisors of Record

15.24.015.G.1 License Requirement

Every Qualified Supervisor of Record (QSOR) performing work for a General Contractor in the City of Laramie must have a QSOR license issued by the City of the class appropriate to the work being performed by the General Contractor.

15.24.015.G.2 Proof of competency requirements for each class of QSOR

A person seeking a QSOR license must demonstrate his or her competency for the class of license applied for as follows:

QSOR for Class A General Contractors: must prove 7 years of experience in the construction trade and successful completion of ICC National Standard General Building Contractor (A) exam #F11 or equivalent.

QSOR for Class B General Contractors: must prove 5 years of experience in the construction trade and successful completion of the ICC National Standard General Building Contractor (B) exam #F12 or equivalent.

QSOR for Class R General Contractors: must prove 5 years of experience in the construction trade and successful completion of the ICC National Standard Residential Building Contractor exam #F13 or equivalent.

QSOR for Class C General Contractors: must prove 3 years of experience in roofing, siding, egress window installation, fencing or siding.

15.24.015.G.3. Requirements for a QSOR license

The City shall issue a QSOR license to any person who fully completes an application with the City of Laramie, which application shall include at least:

1. Name and contact information for the applicant;
2. Proof of competency requirements set out in 15.24.015.G.2.
3. Agreement the QSOR will communicate with the City about any construction the

QSOR is supervising within one business day after oral or written notice from the City.

15.24. 015.H Fees for issuance of a Qualified Supervisor of Record license and each renewal. Fees shall not be prorated.

Applicants seeking a Qualified Supervisor of Record license must pay the following fees for their initial license and each renewal:

Qualified Supervisor Fees	Table 15.24.015-F3	
Class A	\$100 new	\$50 renewal
Class B	\$100 new	\$50 renewal
Class R	\$100 new	\$50 renewal
Class C	\$100 new	\$50 renewal

15.24. 015.I Failure to obtain a license

Upon oral or written notice from the City of Laramie to any person or entity acting as a General Contractor without a General Contractor's license, that person or entity shall: 1) stop all construction work and 2) within 3 business days from that notice obtain a General Contractor license. If that person or entity continues construction work after that notice, then that person or entity shall be fined \$750 per day of work, and the City may pursue all other legal or equitable remedies available to it.

15.24. 015.J Suspension or revocation of licenses

15.24.015.J.1 A General Contractor license or Qualified Supervisor of Record license may be suspended or revoked by the City for any good cause, including but not limited to:

1. Failure to abide by the agreements in the licensing applications;
2. Violation of any provision of the Laramie Municipal Code regarding construction permits, construction activities, or building codes.

15.24.015.J.2 Upon the City's determination a license should be suspended or revoked the City shall send written notice to the licensee, specifying the reasons for the suspension or revocation. The notice may include what is required by the City to cure the reasons for the suspension or revocation.

15.24.015.J.3. The licensee shall have ten days from the date of the suspension or revocation notice to deliver to the City a written request for an appeal to the Board of Appeals of the suspension or revocation, including a summary of the grounds for the appeal. If the licensee does not timely appeal, the suspension or revocation becomes permanent. If the licensee does timely appeal, a hearing in front of the Board of Appeals

shall be held within 30 days of the date of the written appeal. The hearing shall be conducted in accordance with the provisions of the Wyoming Administrative Procedures Act for “contested case” type hearings. The Board of Appeals may uphold, reverse, or modify what is required to cure the suspension or revocation. The licensee may appeal the Board of Appeals decision only to the courts as allowed by law.

15.24.015.K Effective date and renewal periods

This section shall become effective upon approval of City of Laramie City Council with all requirements being met by December 31<sup>st</sup> of 2021.


General Contractor and Qualified Supervisor of Record licenses shall expire December 31<sup>st</sup> of each year and shall be renewed by January 31<sup>st</sup> of the following calendar year. Any work performed after expiration and prior to obtaining such license shall be in violation of this section. To reestablish a license after January 31<sup>st</sup>, a new application shall be filed with payment of new license fees.

15.24.015.L Exemptions

1. Homeowners performing work in their personal primary residence with their own hands; and
2. Property owners in charge of, leading or managing any work on their own real property.

**Section 2.** That this ordinance shall become effective after its passage, approval and publication.

Passed and approved this 16<sup>th</sup> day of February 2021.



Paul Weaver, Mayor and President of the  
City Council

Attest:



Nancy Bartholomew  
City Clerk

First Reading: October 20, 2020

Public Hearing: November 4, 2020

Second Reading: November 4, 2020, January 19, 2021, February 2, 2021

Third Reading and Final Action: February 16, 2021

Duly published in the *Laramie Boomerang* this 20<sup>th</sup> day of February 2021.

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