



703 Weld County Road 37
Lochbuie, CO 80603
www.lochbuie.org
(303) 990-5773

STAFF USE ONLY
Contractor License# _____
Application Fee Received ___/___/___

CONTRACTOR'S LICENSE

() New License () Renewal () License previously revoked

Date: _____ Contractor's License Classification Requested: _____ (see back)

Company Name: _____ dba: _____

Physical Address: _____ City: _____ State: _____ Zip Code: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

Phone #: _____ Fax #: _____ Email: _____

Contact : _____ Phone #: _____

Business Type: () Sole Proprietor () Partnership () Corporation () LLC

Number of Employees: _____ (please include yourself)

NEW LICENSES (only)

List 5 references, preferably in the Denver Metro area which will indicate the scope of your experience.

Job Address	Type of Work	Contact	Telephone

LICENSE INFORMATION

State Contractor License #: _____ Expiration Date: _____

State Master License: _____ Expiration Date: _____

Driver's License: _____ Expiration Date: _____ State: _____

General Liability Policy #: _____ GL Expiration Date: _____

Bond/ Letter of Credit #: _____ Bond Amount: _____

- As a Town of Lochbuie licensed contractor, and by my signature affixed hereto, I understand that (please initial):
- ____ Applicable site-specific permits must be issued prior to commencement of any work.
 - ____ Construction must be completed in accordance with approved drawings and the Town's regulations.
 - ____ All applicable inspections related to any site-specific permit must be scheduled appropriately.
 - ____ Building plans, permits, and in section records must be accessible on the job site.
 - ____ Any changes to this license will be reported to the Town of Lochbuie.
 - ____ Any utility cuts or damage may result in a \$2000 fine by the Town of Lochbuie and may also result in suspension of license and charges for any damages or incident response costs beyond the repair of the damaged utility.

____ A copy of the liability insurance listing the Town of Lochbuie as the certificate holder has been provided

____ A copy of a current Contractor's License with another municipality has been provided

AFFIDAVIT

I hereby certify that I have read and examined this application and know the same to be true and correct. Statements made in this application are subject to verification. False or misleading statements may be cause for denial of the application, or, if a license is granted, for revocation thereof upon discovery.

Print Applicant Name: _____

Signature: _____ Title: _____ Date: _____

FOR OFFICE USE ONLY

LICENSE STATUS:

() Approved () Denied

Comments/ Special Conditions

Building Department Signature

Date

CONTRACTOR'S LICENSE REQUIREMENTS

Town of Lochbuie Municipal Code Section 6-1-10:

Applicant must be over 18 years of age, completed license application, liability insurance, and a copy of a current issued contractor's license from another municipality.

REGISTRATION FEE: In addition to the annual license fee, a registration fee of **\$15.00** shall be imposed prior to issuance of any of the licenses.

INSURANCE: before any required license shall be issued to an applicant, such applicant shall file with the Building Department a Certificate of General Liability Insurance **listing the Town of Lochbuie as certificate holder**. Coverage is to be in the amount of not less than \$100,000 for injury or death to one person and \$300,000 for injury to or death of more than one person in any single accident or event and for not less than \$50,000 for property damage or destruction.

CONTRACTOR'S LICENSE CLASSIFICATION

UNLIMITED GENERAL CONTRACTOR "A" Any building or structure	\$150.00
LIMITED GENERAL CONTRACTOR "B" Type III, IV, or V building not exceeding three (3) Stories and not used for Group E or I Occupancy	\$100.00
RESIDENTIAL GENERAL CONTRACTOR "C" Residential building only, not to exceed three (3) Stories and not involving reinforced concrete above grade	\$75.00
JOBGING CONTRACTOR "D" Non-habitable buildings and structures, framing private garages, drywall, carports, roofing/siding, patios, glazing, sheds, irrigation systems, swimming pools, fire protection, fences, elevator systems, signs, security systems, house mover (also requires bond), solar energy collection, concrete flatwork/paving, drain laying, masonry, water and sewer mains.	\$50.00
ELECTRICAL CONTRACTOR "E" Every electrician, master or journeyman must be licensed by the State of Colorado and the Town of Lochbuie.	\$0 (\$15.00 registration fee apply)
PLUMBING CONTRACTOR "P" Must hold a current and valid State of Colorado Master's Plumbing License.	\$75.00
MECHANICAL CONTRACTOR "M" This license does not include electrical work or connections to potable water systems.	\$75.00
COMBINATION MECHANICAL/PLUMBING CONTRACTOR "MP"	\$100.00

HOUSE MOVERS shall furnish and deliver to the Town a performance and completion bond in the sum of \$2,000.00, executed by the applicant as principal and at least one surety upon whom service of process may be made in the State of Colorado. A cash bond may be accepted.

WORK IN TOWN RIGHT-OF-WAY: All contractors working in a public right-of-way must have a \$5,000.00 Permit and License Bond for work up to \$5,000.00. For work over \$5,000.00, a performance and maintenance bond will be required, based upon the scope of the work. For specific requirements, contact the Public Works Department at (303) 990-5328.

CHAPTER 6 Business Licenses and Regulations

(15) Contractor licensing.

- a. For purposes of this Paragraph, contractor means any person who performs work on real property for another party under the terms of an agreement, written or oral, and includes building contractors; road, grading and excavation contractors; electrical, plumbing and heating contractors; landscape contractors; and any other persons engaged in the construction, reconstruction or repair of any building, bridge or structure. For the purposes of this definition, subcontractor has the same meaning as contractor.
- b. No person or entity shall perform any functions as a contractor within the Town without first having been licensed by the Town and receiving any building permits as required by this Code and any codes adopted herein by reference.
- c. Contractor licenses shall be valid for one (1) year, and applications therefor shall be accompanied by a nonrefundable fee in the amount as adopted by resolution of the Board of Trustees.
- d. Upon evidence satisfactory to the Building Official that the applicant is competent to perform as a contractor in the categories in which the work falls, the requirement for a license may be waived for the following:
 1. Public utility and communication companies, water and sanitation districts and mutual companies when engaged in the installation, operation and maintenance of equipment which will be used for the production, generation or distribution of the utility, product or service from their source through the facilities owned or operated by utility companies to the point of the customer service, but not their buildings. This shall only apply when work is performed completely by employees of the utility companies and the total cost is paid exclusively from funds of these companies.
 2. An owner acting as a contractor or performing the work personally when engaged in the construction of a new building or the alteration of or addition to a single-family detached residence building located on the owner's property. In order to qualify for the exception provided in this Paragraph, such owner shall be limited to the construction of no more than one (1) new single-family residential building in any consecutive twenty-four-month period.
 3. The Town, its officers, employees and agents when performing work on any public improvement.
 4. Any contractor performing in accordance with a construction contract between the contractor and the Town, acting on behalf of the Town, unless such contract requires licensure.
- e. Proof of competency required. In order to obtain a contractor license, an applicant shall prove competency in the specific areas as defined in Subparagraph g. of this Section. Such proof of competency shall be determined by a method approved by the Building Official, which may include a written test created or approved by such official, testing or certification by a recognized model code agency, reciprocal license from another jurisdiction, previous work experience in a related field, references and letters of recommendation confirming level of experience or any combination of such proof competency, in the discretion of the Building Official.
- f. Insurance requirements.
 1. Every contractor granted a license under the terms of this Subparagraph shall be required to maintain at all times workers' compensation insurance in the statutory required amounts, employees' liability, public liability and automobile liability insurance CHAPTER 6 Business Licenses and Regulations Lochbuie, Colorado, Municipal Code Page 8 with minimum limits of not less than one hundred thousand dollars (\$100,000.00) for one (1) person, three hundred thousand dollars (\$300,000.00) for any one (1) accident and property damage insurance with a minimum limit of not less than twenty-five thousand dollars (\$25,000.00) for any one (1) accident.
 2. Certificate of insurance. At the time application is made, and before a license can be issued, the contractor shall file with the Building Official a certificate, naming the Town as certificate holder, signed by a qualified agent of an insurance company. The certificate shall contain the following items, together with a statement and a copy of an endorsement placed on each policy requiring ten (10) days' written notice by certified mail to the Building Official if it becomes necessary to cancel the policy for any reason: so engaged and annual gross receipts do not exceed six hundred dollars (\$600.00); nor in any case where a

business or activity is otherwise assessed by the Town a franchise fee or application, license or permit fee or is under contract with the Town. (Prior code §14-1-14) Sec. 6-1-160. Penalty. Violations of the provisions of this Article shall be a Class 2 petty offense and punishable in accordance with Section 1-4-20 of this Code. Each day that such violation continues to exist shall be considered a separate offense

- a) The policies required by this Subparagraph have been issued to the licensee for employees' liability insurance or workers' compensation insurance, public liability insurance and public property damage insurance;
 - b) The minimum limits of each policy;
 - c) The policy numbers;
 - d) The name of the company;
 - e) The effective dates of the policies; and
 - f) The expiration dates of the policies.
3. Cancellation. In the event of a cancellation of a policy, the licensee shall be required to furnish a new certificate in full compliance with the terms of this Subparagraph within ten (10) days; otherwise, the license shall be automatically revoked. The license shall be reinstated when the licensee has furnished a certificate of insurance in compliance with this Subparagraph, unless such license is suspended for reasons other than the failure to file a proper certificate of insurance.
- g. Contractor license classes are as follows:
1. Class A: Contractor. A contractor's Class A license entitles the licensee to contract for and to do the work of building or contracting for, or altering or adding to, the structural portions of any building, structure or portion thereof of Types I, II, III, IV or V construction in any and all occupancy group classifications, where such work requires a permit pursuant to Town building codes or ordinances. All such work shall be done in accordance with the terms and provisions of the Town building codes and/or ordinances and all other Town and state laws governing the same. A contractor's Class A license shall also entitle the licensee to contract for and do necessary demolition and wrecking work in connection with the work specified in this Section.
 2. Class B: General Contractor (Residential). A contractor's Class B license entitles the licensee to contract for and/or to do the work of building or contracting for, or altering or adding to, structural portions of buildings, structures or portions thereof of Types III, IV and V construction in the following occupancy classifications, as defined in the applicable building code: A, B, M, R, S and U.
 3. Class C: General Contractor (Basements/Remodels/Decks). A contractor's Class C license entitles the licensee to contract for and/or to do the work of building or contracting for, or altering or adding to, structural portions of buildings, structures or portions thereof of Types III, IV and V construction in occupancy classifications Group R, Division 3 and Group U for residential purposes. A contractor's Class C license shall also entitle the licensee to contract for and to do the necessary demolition or wrecking work in connection with the work specified in this Subparagraph.
 4. Class D: Single Trade. A contractor's Class D license entitles the licensee to contract for and to do the work of a particular trade or job connected with the building industry; e.g., carpentry, drywall, framing, insulation, painting, roofing, siding, windows, doors, CHAPTER 6 Business Licenses and Regulations Lochbuie, Colorado, Municipal Code Page 9 flooring, cabinets, countertops, fencing, structural steel, welding, fire protection, access control, security systems, landscaping, lawn sprinkler systems, retaining walls, signs, swimming pools, elevators and escalators, caulking, waterproofing, etc.
 5. Class E: Electrical. A contractor's Class E license entitles the licensee to perform any functions as permitted under the licensure of the Colorado Electrical Board, and such licensee shall be licensed by the Colorado Electrical Board. Master Electricians must provide a copy of a current Master Electricians License issued by the Colorado Electrical Board.

6. Class P: Plumbing. Entitles the licensee to contract for and install all sanitary plumbing and potable water supply piping for which a permit is required. Master Plumbers must provide a copy of a current Master Plumber License issued by the Colorado Plumbing Board.
7. Class M: Mechanical/HVAC/Heating, Warm Air & Ventilation. A contractor's Class M license entitles the licensee to contract for and install warm air heating and ventilation and their appurtenances. All electrical work shall be performed by a holder of an Electrical License.
8. Class MP: Mechanical/HVAC/Heating, Warm Air & Ventilation and Plumbing. A contractor's Class MP license entitles the licensee to contract for and install warm air heating and ventilation and their appurtenances and sanitary plumbing and potable water supply piping for which a permit is required. All electrical work shall be performed by a holder of an Electrical License.
- h. It shall be the duty of every contractor to exhibit his or her contractor license upon request of the Chief Building Official, his or her authorized representative or any law enforcement officer of the Town.
- i. Work in Town right-of-way. All contractors working in a public right-of-way must have a five thousand-dollar permit and license bond for work up to five thousand dollars (\$5,000.00). For work over five thousand dollars (\$5,000.00), a performance and maintenance bond will be required, based upon the scope of the work. For specific requirements, contact the Building Department. (Prior code §14-1-13; Ord. 207 §1, 1992; Ord. 442 §3, 2004; Ord. 574 §2, 2011; Ord. 579 §3, 2011) Sec. 6-1-150. Exemptions. Except as otherwise noted, the licenses herein required shall not apply to newsboys and newsgirls, employees, home occupations, suppliers of products for resale by a licensed person; nor when a business, trade, occupation or profession does not provide the livelihood of the person