



# Guide

Colorado Chapter of the International Code Council

## Procedure for Contemporaneous Reviews of Electrical and Plumbing Licenses

**This guide is the result of HB19-1086 (Plumbing) and SB19-156 (Electrical).**

This guide sets forth standard procedures for conducting contemporaneous reviews to ensure consistent, timely and efficient enforcement of Colorado's electrical and plumbing licensure and apprenticeship requirements.

Electricians and plumbers must register prior to applying for a permit to perform work. State-issued license credentials shall be provided from all electricians and plumbers during the Registration process and, based on availability, Staff will use DORA's licensing service to review such credentials. If an applicant fails to provide State-issued credentials, or if a review reveals the credentials provided to be inactive, Staff shall discontinue Registration until the applicant resolves the discrepancy.

All permits shall require that any change of State-issued credentials for an active permit, a contractor registration, or master contractor be reported in writing by the permittee. Staff will conduct a review of the existing permit and nature of the change of credentials to determine further action on the permit, if necessary.

Inspectors may conduct full or partial contemporaneous reviews of the electricians, plumbers and apprentices working at a job site at their discretion, based on their familiarity with the installers and any other relevant factors. These reviews may be conducted at any time, at any job where plumbing and electrical work is being conducted, the frequency of which shall be based on staff availability, with an emphasis on large multifamily and commercial jobsites.

If a contemporaneous review reveals any non-compliance with Colorado's electrical and plumbing licensure or apprenticeship requirements, the inspector who performed the review shall promptly notify his or her immediate supervisor. Staff will consider the nature and severity of the violation and determine whether to file a complaint with the State electrical and plumbing boards per C.R.S. Title 12, Article 115 (Electricians) or C.R.S. Title 12, Article 155 (Plumbers).

This document was developed by the Colorado Chapter of the International Code Council as a basic procedural guide required by Colorado Revised Statutes Title 12 Articles 115 and 155. It is not intended to cover all circumstances. Check with your attorney.



## STANDARD PROCEDURE FOR CONTEMPORANEOUS REVIEW

### *Colorado State Plumbing Licensing*

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Standard procedure addressing City of Durango Building Division (COBBD) inspectors' contemporaneous review of plumbers and apprentices compliance with state plumbing licensing, registration and apprentice –ratio laws.

1. **Plumbing Contractors (PC)** performing plumbing work in the City of Durango must register with, and obtain a plumbing permit from COBBD, prior to work being performed. All plumbing work, performed in the City of Durango, is subject to permitting and inspections by COBBD.

PC must register with COBBD prior to permit application and provide current documentation showing:

- Plumbing Contractor license issued from the State of Colorado
- Current licensing documents from DORA showing the PC's full-time Master Plumber (MP) maintains active registration and licensure (respectively)
- Current General Liability insurance
- \$5,000.00 bond
- City of Durango business license

If no active license or registration exists, COBBD will not issue a plumbing permit.

2. **Active License Verification** PC's must ensure all licensing and registration documentation provided to COBBD is current and active. If license or registration documents expire prior to completion of permitted work, all issued permits are inactivated automatically through the permitting software. PC must provide current license and registration documents in order to re-activate permits. COBBD will verify all licensing documentation provided through DORA's online licensing system.

3. **License Personnel Changes** If the PC or MP originally assigned to the job is replaced or leaves the project prior to completion of permitted work, plumbing permits will be inactivated by COBBD. Permit will be reactivated when current personnel license/registration documentation is provided.

4. **On-site License Verification** Plumbing inspectors from COBBD will conduct occasional, random on-site inspections for compliance with 12-155-108 and 12-155-124

-These inspections will take place during regular scheduled inspections. Inspectors will verify licensure for all plumbers and registrations of all apprentice plumbers (AP) performing work at a jobsite being inspected. Plumbers and apprentices are required to be onsite during inspections and must be able to provide license documentation at all times while performing plumbing work. Inspectors will verify PC's compliance with license - to - apprentice ratio as required by law.

- Results of the license inspection will be recorded in the inspection report. Inspectors will report any violations to the State Plumbing Board within 48 hours.

#### REFERENCES

- Colorado Revised Statutes:
  - Section 12-155-108
  - Section 12-155-124
  - Section 12-155-120(1)
  - Section 12-155-120(10)
- Colorado Department of Regulatory Agencies, Division of Professions and Occupations  
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