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Community Development Department
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ELECTRICAL LICENSE VERIFICATION POLICY

Revised: 06/2019

Policy Statement

Per Colorado Revised Statutes (CRS 12-23-105/CRS 12-23-110.5), all electricians and electrical contractors shall be licensed and registered through the Colorado Department of Regulatory Agencies (DORA) and specific ratios must be maintained (one licensed electrician to supervise no more than three apprentices at a jobsite).

The Town of Vail requires that all electrical contractors be registered with the town prior to performing work within town limits. The licensed Master Electrician responsible shall be named on the registration. There is no fee associated with registration and it can be performed through the Community Development Department.

Issuance of an electrical permit is required to perform electrical work within the Town of Vail. The electrical permit can only be applied for and issued to state licensed **and** town registered electrical contractors. Applications for electrical permits shall coincide with building permit applications, where applicable.

Per Colorado Revised Statutes (CRS 12-23-116), the Town of Vail inspectors shall perform a contemporaneous review to verify compliance with all specific requirements listed above. Procedures for this review are defined below.

Approved by: C.J. Jarecki, Chief Building Official

Departments Affected: Community Development

Purpose

This policy is to establish the requirements and procedures involved with electrical work and permitting within town limits.

Procedures

- A. All electrical work within the Town of Vail shall be permitted.
- B. During the inspection phase, the Town of Vail electrical inspector(s) will verify licensing requirements and jobsite ratios. The review may occur at any time, may occur more than once, and will be recorded for compliance.

- C. If any violation(s) of local and/or state regulations are found, the inspection shall be terminated and all work on the jobsite shall cease until further notice. A Stop Work Order may be issued.
- D. Upon resolution of any violation(s) found, work on the jobsite may resume. This shall require verification of licensing by the Chief Building Official. If a Stop Work Order was issued, it may be lifted upon verification of compliance.
- E. If there is no resolution found, the contractor in question may be subject to the Contractor Disciplinary Policy and the property owner and/or owner's representative may be subject to penalties as prescribed by law.
- F. Per CRS 12-23-116, this policy shall be published on the Town of Vail Community Development Department website via link or other method.

All correspondence relating to electrical license verification shall be uploaded and stored in the corresponding permit file within the electronic permitting software system.