

GENERAL CONTRACTOR LICENSING
FREEQUENTLY ASKED QUESTIONS
(Ord. #2021-3178)

1. When does the requirement for general contractors to be licensed take effect?
April 1, 2021.
2. Will current general contractors be grandfathered?
Yes, this will be defined as a provisional license, provided general contractors can prove a history of 3 successfully completed building permits since January 1, 2016; and provided they designate at least one, but not more than two Qualified Individual(s).
3. Is continuing education required to maintain a general contractor's license?
Yes. Twelve (12) hours of continuing education is required during the 2-year licensing period. Up to six (6) hours may be completed by attendance at Concordia Board of Building Trades meetings.
4. How do I learn about continuing education opportunities?
The City Building Department maintains a list of continuing education providers.
5. I have passed the ICC test. Am I still required to complete continuing education to renew my license?
Yes. Twelve (12) hours of continuing education are required during the 2-year licensing period. Up to six (6) hours may be completed by attendance at Concordia Board of Building Trades meetings.
6. What are the criteria for a person to be named the Qualified Individual for my business?
The qualified individual must be the owner of or employed by the General Contracting company, and must be active in the building decisions of the Contractor. The qualified individual must have passed the appropriate level of test or must have met the requirements for a provisional license. The Qualified Individual must commit to 12 hours of continuing education during the two-year license cycle.
7. Once obtained, how long is my license good for?
Licenses are a two-year cycle ending on December 31 of the second year of issuance, regardless of the month it was issued.
8. What is the license fee?
\$50.00 per two-year license cycle. Fees are not pro-rated.
9. Does the City Building Official have to approve my continuing education class before I take it?
Yes, although many of the online continuing education sites will list the Cities that accept the available classes.



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10. How will this be enforced?

Section 11-428 of the ordinance describes the penalties and fines for working without a license or permit. Stop work orders may be issued and administrative search warrants can be obtained if necessary, for entering a building of suspected activity.