



Mayor
John Gates

Councilmembers

Tommy Butler
Ward I

Brett Payton
Ward II

Michael Fitzsimmons
Ward III

Dale Hall
Ward IV

Kristin Zasada
At-Large

Ed Clark
At-Large

A City Achieving
Community Excellence

Greeley promotes a healthy, diverse economy and high quality of life responsive to all its residents and neighborhoods, thoughtfully managing its human and natural resources in a manner that creates and sustains a safe, unique, vibrant and rewarding community in which to live, work, and play.

City Council Worksession Agenda

February 25, 2020 at 5:00 PM

1001 11th Avenue, City Center South, Greeley, CO 80631

- [1.](#) Call to Order
- [2.](#) Pledge of Allegiance
- [3.](#) Roll Call
- [4.](#) Emerald Ash Borer Update (5:00 – 5:30 p.m.)

Andy McRoberts, Culture, Parks & Recreation Director
- [5.](#) Petition Report: Contractor Licensing & Temporary Auto Repair Uses (5:30 – 6:00 p.m.)

Brad Mueller, Community Development Director
- [6.](#) 35th Avenue Road Widening Update (6:00 – 6:15 p.m.)

Joel Hemesath, Public Works Director
- [7.](#) Scheduling of Meetings, Other Events

Roy Otto, City Manager
- [8.](#) Executive Session for Annual Review of the Municipal Judge

Sharon McCabe, Human Resources Director
- [9.](#) Adjournment

Worksession Agenda Summary

February 25, 2020

Agenda Item Number 1

Title:

Call to Order

Worksession Agenda Summary

February 25, 2020

Agenda Item Number 2

Title:

Pledge of Allegiance

Worksession Agenda Summary

February 25, 2020

Agenda Item Number 3

Title:

Roll Call:

1. Mayor Gates
2. Councilmember Butler
3. Councilmember Payton
4. Councilmember Hall
5. Councilmember Fitzsimmons
6. Councilmember Clark
7. Councilmember Zasada

Worksession Agenda Summary

February 25, 2020 (5:00 – 5:30 p.m.)

Agenda Item Number 4

Andy McRoberts, Culture, Parks and Recreation Director, 970-350-9425

Title:

Emerald Ash Borer Update

Background:

During an Emerald Ash Borer update presentation to City Council in 2019, Council requested the staff to investigate options for providing solutions to property owners within Greeley for the treatment of Ash trees against the pest. This presentation will provide a high level review of the treatment program developed for residents to access if they wish, and the benefits it provides.

Decision Options:

Informational only

Attachments:

PowerPoint

Emerald Ash Borer 2020

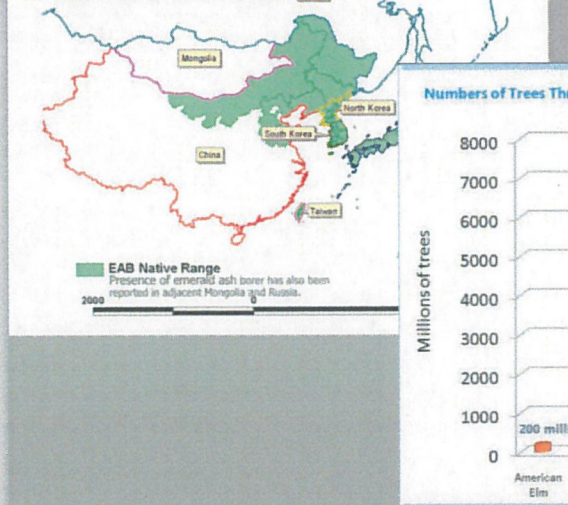


Summary

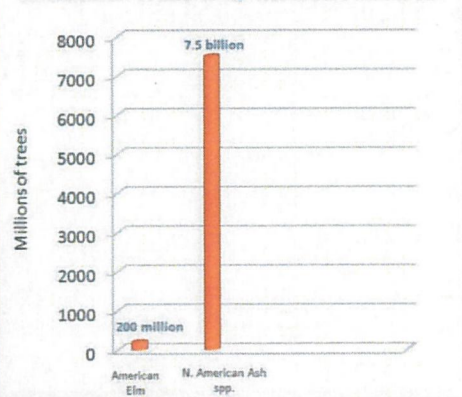
1. What and where is EAB?
2. EAB Quarantine
3. Management Plan

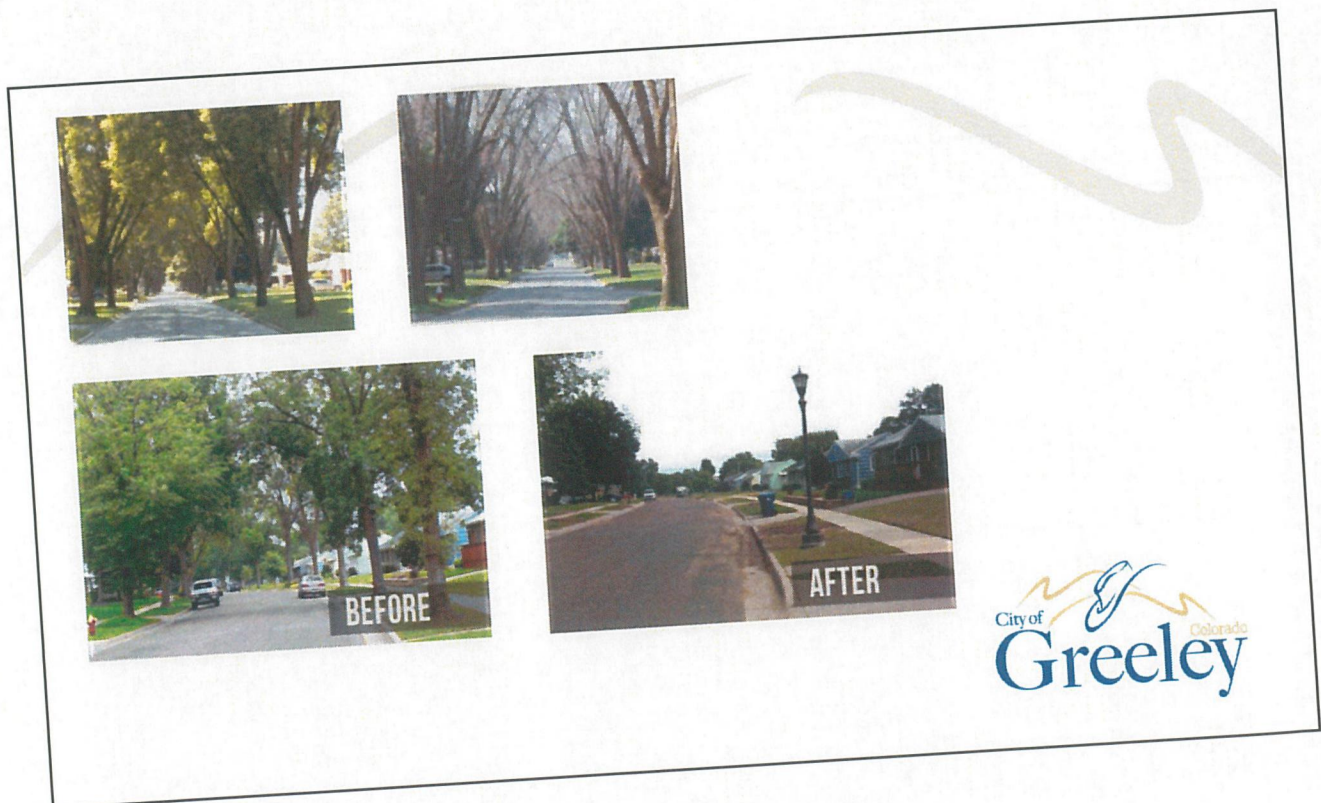
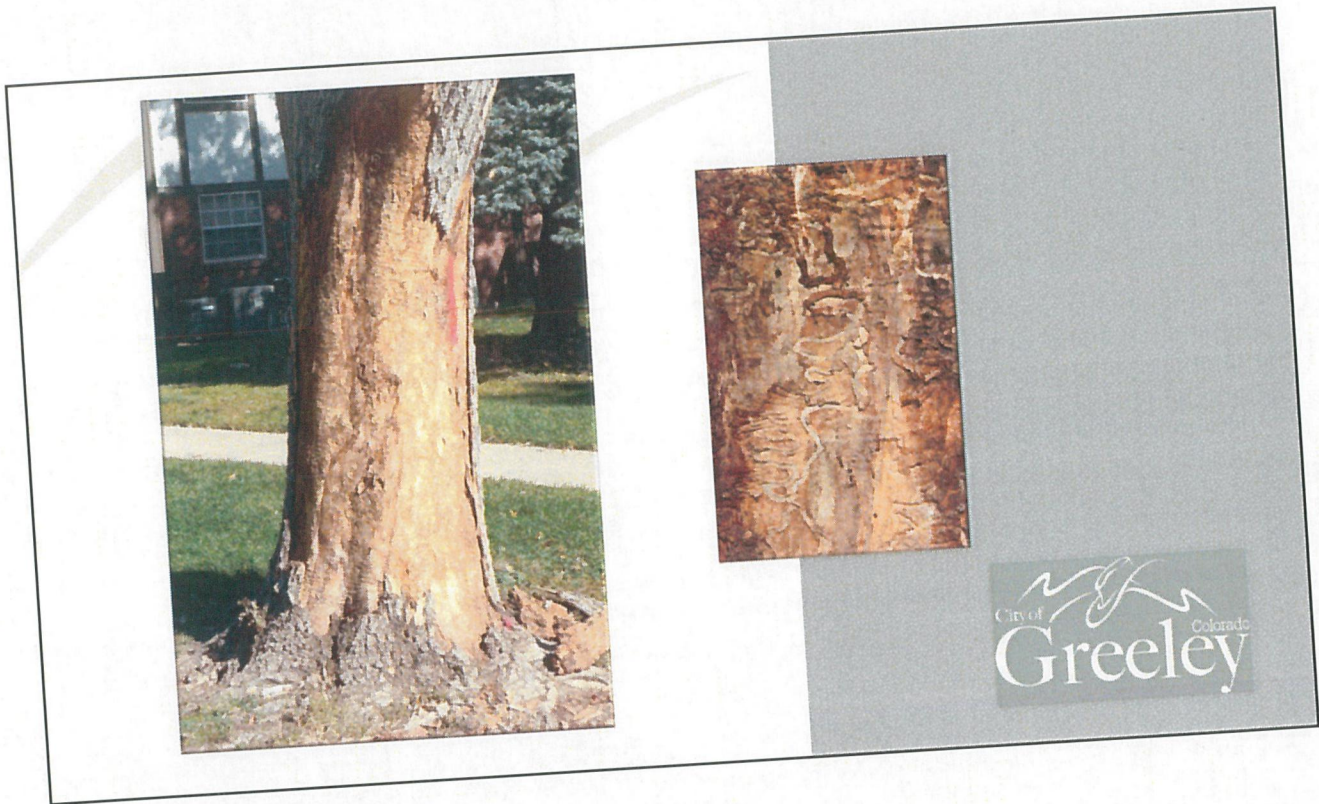


Native range of Emerald Ash Borer in Asia



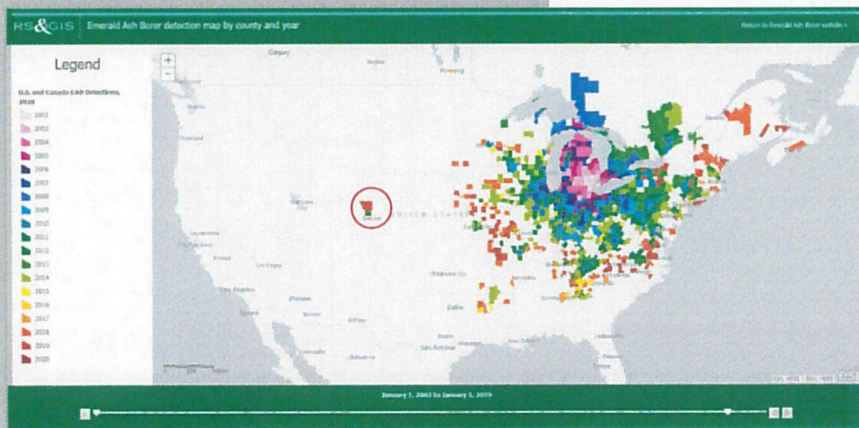
Numbers of Trees Threatened by Dutch Elm Disease and EAB



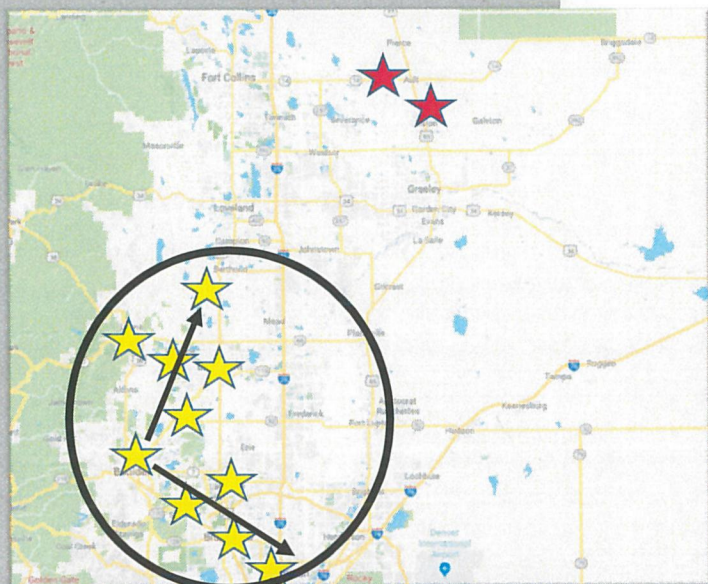




EAB Discovery by county 2002-2019



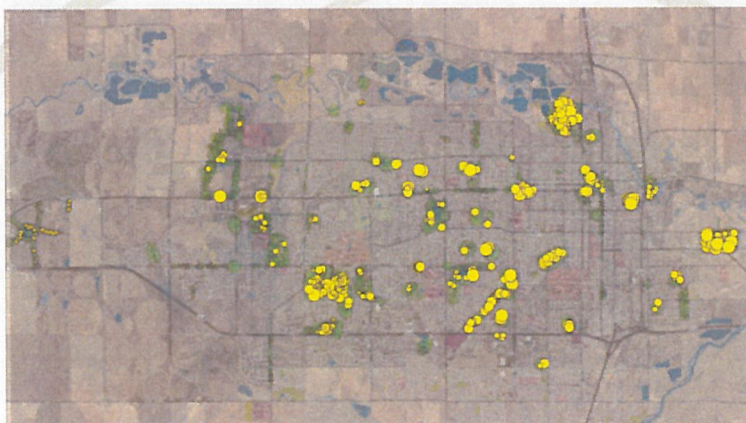
State Quarantine



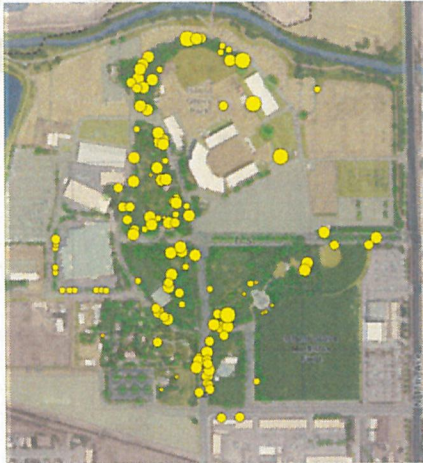
**Infested material
now has free
movement**



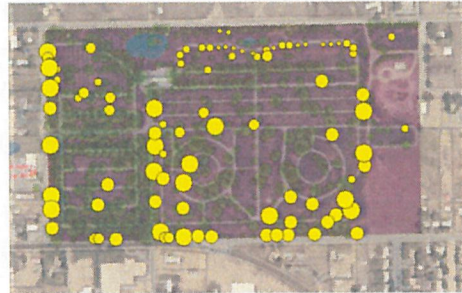
Total Public Ash Trees Owned 779 = 5%



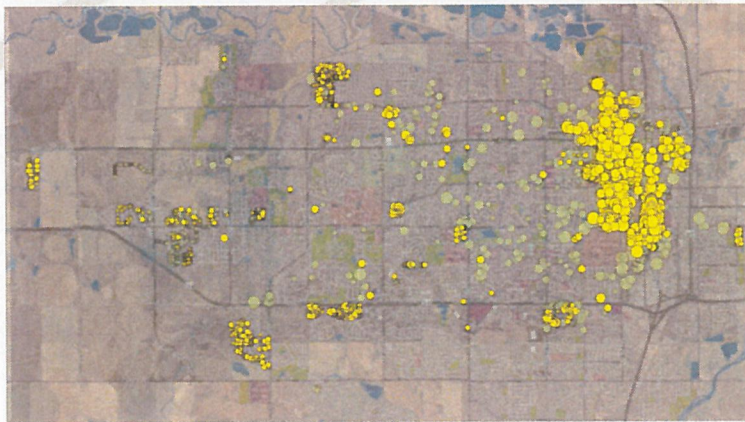
Island Grove Regional
Park

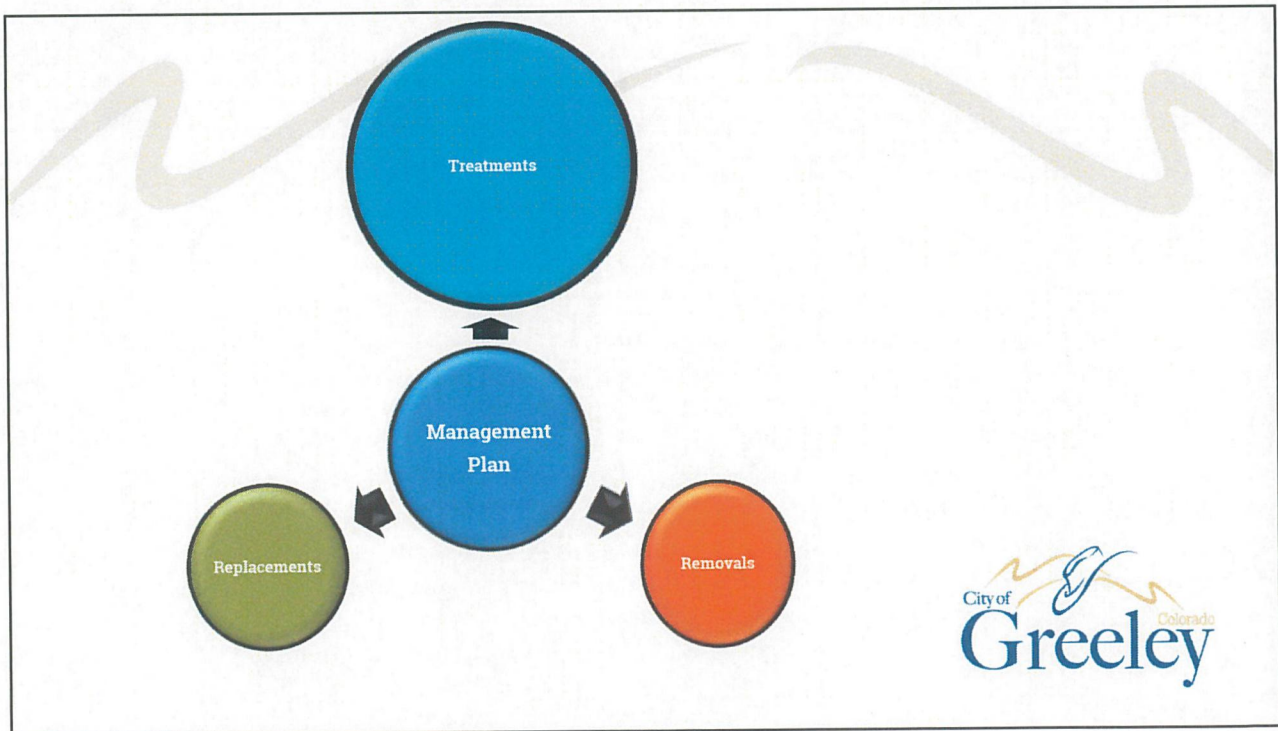
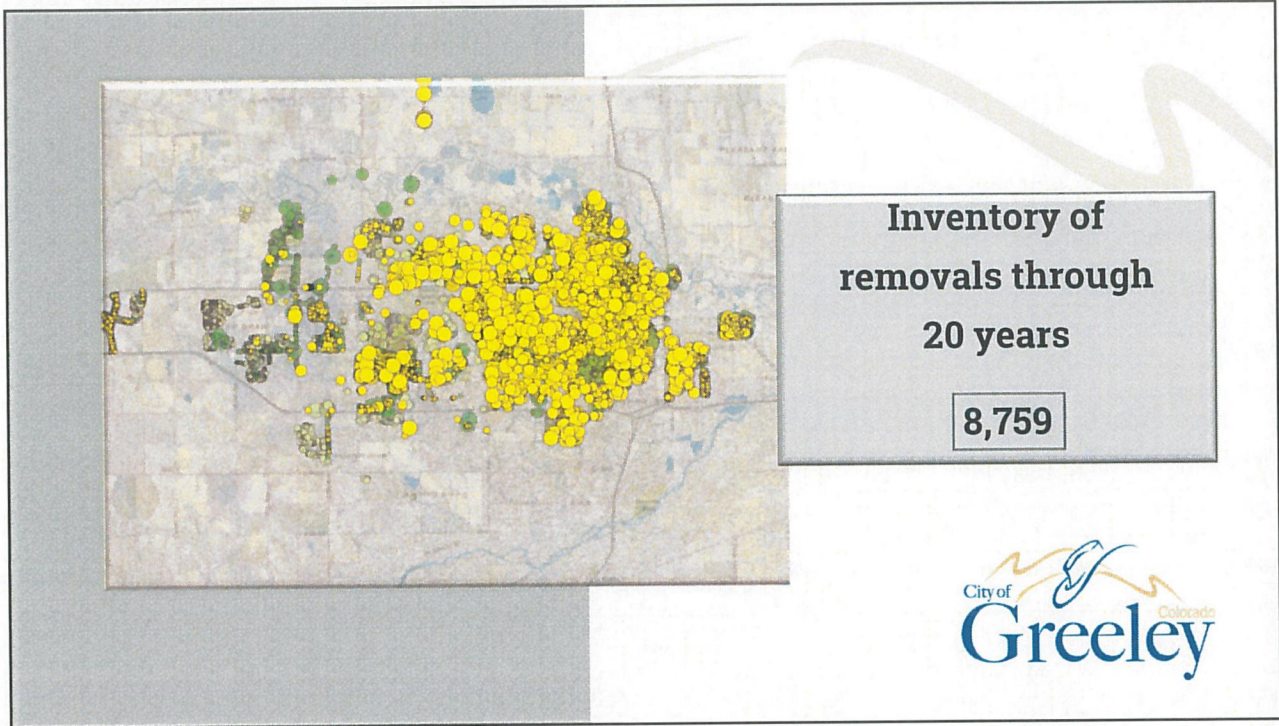


Linn Grove Cemetery



Estimated Total Private Ash Trees Owned 15,000 = 95%

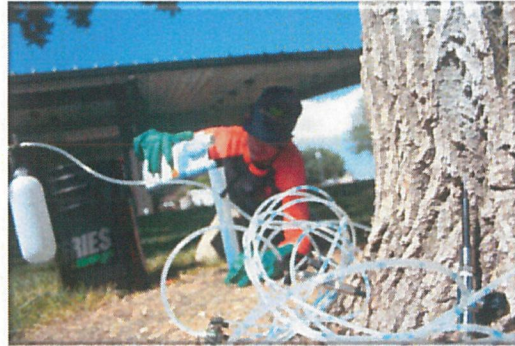




Residential Treatment Program

Pros

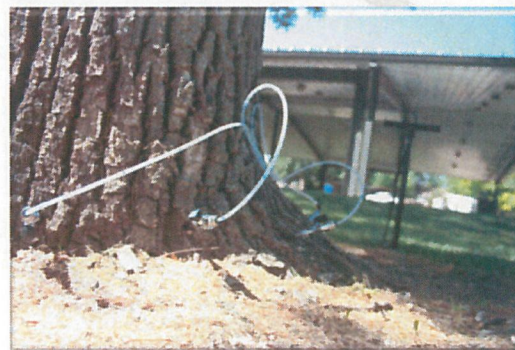
- I. Treat approximately 3,000 ash trees in a 3 year period
- II. Residential only
- III. Incentive to treat healthy trees – ease of program
- IV. Value – 40% savings through volume
- V. Existing internal software to process
- VI. Identification of treated trees
- VII. Softens the immediate impact after infestation**



Residential Treatment Program

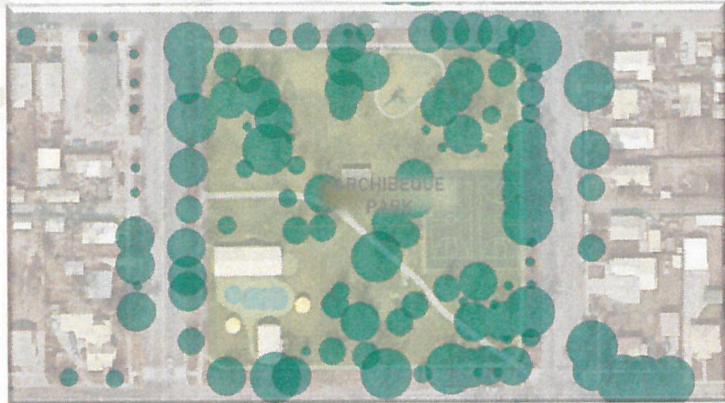
Cons

- I. Costs – Marketing, processing and inspections
- II. Increased staff inspections

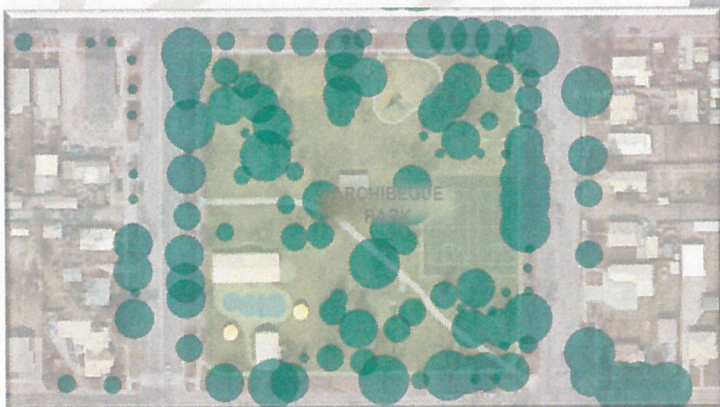


Tier treatments will phase out trees in stages:

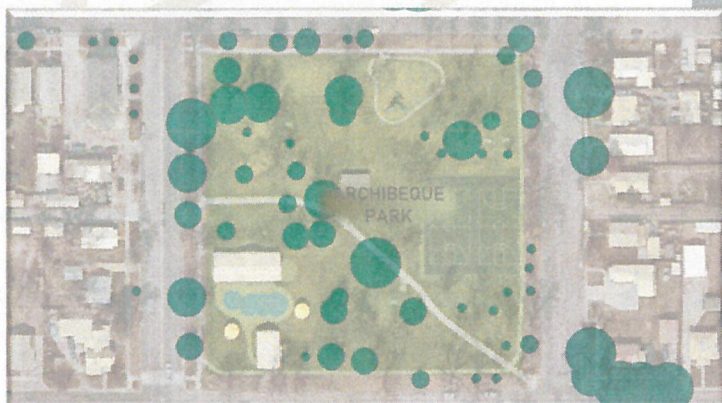
Remove and Replace
Tier 3 ~ 6-9 years
Tier 2 ~ 9-12 years
Tier 1 ~ 12+ years



Initial Infestation



Initial 5 Years

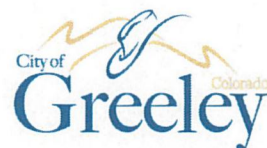


Questions?

Shiloh Hatcher, Forestry Manager

970-339-2436

Shiloh.hatcher@greeleygov.com



Worksession Agenda Summary

February 25, 2020 (5:30 – 6:00 p.m.)

Agenda Item Number 5

Brad Mueller, Community Development Director, 970-350-9786

Title:

Petition Report: Contractor Licensing & Temporary Auto Repair Uses

Background:

Council petitioned Community Development staff in late Fall to look into two requests regarding contractor licensing and pop-up hail damage businesses (See attached September/October 2019 Council Proceedings.) Council at this time had heard from two individuals who had concerns with temporary businesses (specifically, roofing and auto repair) that had come into town in response to last year's hail storms. Council asked staff to review what other municipalities are doing relative to these business types. This Worksession report presents staff's findings in response to the petition.

Building Contractor Licensing

The question of general contractor licensing has come up several times over the years, proposed as a way to potentially ensure that quality work is being performed. ("General contractor" would include roofers, for the purposes of this discussion.) After hail storms, for example, it is common for out-of-town roofers to seek work in town, and some property owners and other businesses question those businesses' effectiveness.

Pros & cons

As potential positives, a general contractor Licensing Program might conceivably give the City the opportunity to regulate an influx of new contractors to ensure such business operators met minimum qualifications, to some degree. If actively enforced, such a program may give the City the opportunity to somewhat control the quality of the built environment, based on perceived penalties and consequences under licensure. A licensing program could be considered an attempt to provide local contractors a benefit, by not allowing "just anybody" to come into town, and take work away from local contractors, who typically have a local investment in a permanent business operation.

As for the negatives of a Licensing Program, it would be a large undertaking administratively to get a program started. Renewals and enforcement would be long-term time commitments. For a program to have any strength, enforcement in particular would require dedicated time and resources; for example, Larimer County sets aside one day a month to determine penalties for contractors that have

violations, and then conducts subsequent follow-up. If continuing education was required of those with licenses, that would add additional costs to a program.

Others concerns relate to perception. There may be contractor pushback and resentment, due to creating limitations to the market and because of the testing requirements. In the past, there have been contractors who suggested existing contractors should be "grandfathered in." Doing so would obviously undermine the goals of any Licensing Program. As such, there would be challenges by either grandfathering or not grandfathering.

Additionally, some people may perceive licensing as government overreach. There could also be the perception that the program is for revenue generation (though not the case), which would be accentuated if there was active and regular enforcement.

The questions remain, then, "Is contractor licensing necessary?", and "Is there a problem due to not requiring licensing?" The management team of the Greeley Building Inspection Division believes that there has been little negative impact in not requiring licensing. Occasionally a contractor may not be performing, or will take payment and not complete work. This is a civil matter between the owner and their contractor; City licensing would not necessarily solve these situations. Staff also does not believe that it would necessarily limit the number of out-of-town businesses (so-called "storm chasers"), because experience has shown that these companies have staff that are licensed, or can become licensed very quickly.

History of discussion in Greeley

The question of contractor licensing has come up frequently over the years. Staff first visited contractor licensing in 2002 in response to the perception that there was a growing number of poorly trained, or unqualified builders. Council met twice at worksessions (see attachments for 2002 and 2003 discussions), declining in both instances to move forward with a program. Many of the issues that were discussed then likely remain today, and the extensive program described would be similar if adopted.

It is important to note that some of the discussion around licensing at the time focused on a mechanism to collect use and sales tax. Since the time of those discussions, operational procedures and the adoption of a business licensing program have effectively eliminated most tax collection concerns.

Existing programs & other jurisdictions

Specialty trades are currently licensed. All plumbers and electricians are licensed by the State, per State law; for these trades, Greeley is only able to locally register them, at no further cost. Continuing education Units (CEU's) are required by the State for renewal every three years in these two trades.

Mechanical contractors have been licensed with the City since the late 1960s, using a city test. Alternatively, since the last few years, mechanical contractors may receive a City license if they have International Code Council (ICC) Master

Mechanical and ICC Master Gas Pipe Fitter certifications. With these, there are no further fees required, and no renewals are required. (There are no requirements to obtain continuing education units for a Mechanical Contractor license with the City.)

The question of licensing, then, would be for general contractors. State-wide, out of 69 jurisdictions checked, 29 do not require contractor licensing. (See attachment.) The largest of these is Greeley, but the nature of the licensing varies in strictness. Aurora, for example, requires a license, but no testing and only a list of past projects. The remaining 43 jurisdictions surveyed require licensing, through certification using the International Code Council's tests or equivalent/better local tests. These certifications do not require continuing education training. Larger jurisdictions in the area that do not require licensing are Windsor, Evans, Golden, and Fort Morgan.

Temporary Auto Repair Uses

Council's petition was also in response to a complaint about temporary businesses offering auto repair (specifically those targeted to hail damage). Citizen concerns were about so-called "pop-up repair businesses," centered around their transitory nature and questioning about the quality of their work.

Existing conditions

All temporary businesses, including that being discussed, are required by zoning law to get temporary use permits, which are valid for 90 days (with 30 day extension possible) per calendar year. Temporary use permits can only be issued for land uses in zone districts that already allow that use, so a temporary commercial retail use could not be established in a residential zone district, for example.

All temporary hail damage businesses resulting from last year's hail storms have temporary use permits, with the exception that some new businesses established themselves as new tenants in existing permanent buildings (and therefore are not considered a temporary use of the site).

Options for change

The zoning code currently allows all legal uses in a zone district as permanent uses to also be temporary uses, if the use gets the temporary use permit and can address basic site requirements (access, maintain enough parking, etc.). The mechanism for eliminating temporary auto repair uses would require a code amendment that would specifically limit "auto repair uses" from being eligible as temporary uses.

The City Attorney's Office has confirmed that this type of single land use exclusion would be legal. However, Council should also note that doing so would limit every kind of temporary auto repair, not necessarily just those related to hail damage; it is not possible or practical to more narrowly define the purpose of auto repair (e.g., hail vs. collision).

Pros & cons

As arguments for prohibiting these, temporary auto body repair businesses compete directly with existing "brick and mortar" businesses. Some may initially lack business licenses, until contacted by City staff. Often, tents are used for the operations,

creating the visual impacts associated with temporary uses. City resources may need to be used for code enforcement, regarding the use and signage (banners, kites, off-premise, etc.).

Though no instances are known recently to staff, there may be a perception that such “fly-by-night businesses” could leave Greeley customers without a warranty for repairs.

On the contrary, there are several arguments against changing the current regulations and prohibiting temporary auto repair uses. Such businesses could simply locate right outside City limits, creating some of the same impacts nearby, but leading to sales and use tax leakage. Prohibiting such businesses could result in a lack of options for Greeley customers, especially if there is a large need, such as after a large hail event. Furthermore, while it may seem intuitive that outside business are affected by in-coming temporary businesses, what the true impacts are to existing businesses is actually unknown.

Decision Options:

Contractor Licensing:

1. Direct staff to bring forward a Contractor Licensing Program for building permits for formal consideration; or,
2. Discontinue research or action on this item.

Temporary auto (repair) uses:

1. Direct staff to bring forward a modification to the Development Code addressing temporary business uses; or
2. Discontinue research or action on this item.

Attachments:

September/October 2019 Council Proceedings

Contractor Licensing: Survey of other Jurisdictions

August 13, 2002 City Council Worksession Agenda & Minutes

April 22, 2003 City Council Worksession Agenda & Minutes

City of Greeley, Colorado
CITY COUNCIL PROCEEDINGS
September 17, 2019

1. Call to Order

Mayor John Gates called the meeting to order at 6:30 p.m., in Council's Chambers at City Center South, 1001 11th Avenue.

2. Pledge of Allegiance

Mayor Gates led the Pledge of Allegiance to the American Flag.

3. Roll Call

Cheryl Aragon, Deputy City Clerk, called the roll. Those present were Mayor John Gates and Councilmembers Robb Casseday, Michael Fitzsimmons, Dale Hall, Brett Payton, Jon Smail and Stacy Suniga.

4. Recognitions and Proclamations

Councilmember Payton presented the What's Great About Greeley Report.

5. Citizen Input

Steve Teets, Greeley resident, was present and spoke about the apartments going up along 8th Avenue. He again expressed concern about parking in this area since it is busy already with businesses and students.

Mario Carasco, Greeley resident and business owner, stated that Greeley is the only city in Northern Colorado that does not require testing and/or licensing for contractors. He stated that it is important to make sure that businesses are licensed to assure quality work and to protect our community and homeowners. }

Mayor Gates thanked Mr. Carasco for his input and stated that he will share the information Mr. Carasco sent to Council with the appropriate City staff.

6. Approval of Agenda

The agenda was approved as presented.

7. Reports from Mayor and Councilmembers

Councilmember Hall reported that he attended his first Water Literate Leaders session in Fort Collins.

Mayor Gates welcomed students from the University of Northern Colorado Journalism Program who were in the audience; spoke of the SAVA Black Tie event coming up and that Councilmembers should let him know if they want to attend.

City of Greeley, Colorado
CITY COUNCIL PROCEEDINGS
October 1, 2019

1. Call to Order

Mayor ProTem Robb Casseday called the meeting to order at 6:30 p.m., in the Council's Chambers at the City Center South Campus, 1001 11th Avenue.

2. Pledge of Allegiance

Mayor ProTem Casseday led the Pledge of Allegiance to the American Flag.

3. Roll Call

Jessica Diagana, Assistant City Clerk, called the roll. Those present were Mayor ProTem Robb Casseday and Councilmembers Michael Fitzsimmons, Dale Hall, Brett Payton, Jon Smail and Stacy Suniga. Mayor John Gates was excused.

4. Recognitions and Proclamations

Councilmember Smail presented the What's Great About Greeley Report.

Mayor ProTem Casseday presented the Award from the Government Finance Officers Association Distinguished Budget.

5. Citizen Input

Edward Mirick, Greeley resident, spoke of the recent Candidate Forum that was facilitated by the League of Women Voters noting that he has been fielding many calls since then from constituents asking why Councilmember Suniga is asking to be re-elected when she was appointed by Council after his At-Large seat was vacated. Mr. Mirick asked the Council, as the body that appointed Councilmember Suniga, to ask her to stop stating that she is seeking re-election and that the YouTube coverage be taken down or edited to remove the portion of her request to be re-elected. Mr. Mirick stated that he is one voice representing many.

Mario Carrasco, Greeley resident, was present to reiterate his concerns from last time he spoke about contractor licensing. Mr. Carrasco also spoke of police activity in his neighborhood and that he would like to have a sit down with the Chief of Police and members of the community to help alleviate what he feels is a jaded feeling in the neighborhood between residents and the Police Department. He stated that he does not get help from the Police Department when he calls and that he always ends up being the bad guy. He would like to work with staff to come up with a solution to this concern together.

William Jacquot spoke of the pop-up hail damage tents that are coming to town after the storms. He expressed concern that these types of businesses are not licensed in the City and that they are driving down the market and competition which makes it difficult for local body shops.

6. Approval of Agenda

The agenda was approved as presented upon removal of Item No. 19.

7. Reports from Mayor and Councilmembers

Councilmember Suniga spoke of her attendance at the Greeley Dream Team Breakfast and made mention of several great things they are doing.

Mayor ProTem Casseday spoke of his attendance on the AgTour.

8. Petitions from Mayor and Councilmembers

Mayor ProTem Casseday spoke of his concerns with pop-up hail repair businesses stating that these businesses take away from businesses that have permanency in our city. He also expressed concern about licensing for contractors and petitioned staff to look into contractor licensing and pop up hail damage tents to see what other municipalities are doing. It was the consensus of Council to move forward with both petitions.

****** Consent Agenda ******

9. Acceptance of the Report of the September 10, 2019, City Council Worksession

The Council action recommended was to accept the Report.

10. Approval of the City Council Proceedings of September 17, 2019

The Council action recommended was to approve the Proceedings.

11. Consideration of a resolution authorizing the City to enter into an Intergovernmental Agreement for Potable Water Interconnect with North Weld County Water District and East Larimer County Water District

The Council action recommended was to adopt the resolution. (Resolution No. 38, 2019)

12. Consideration of a resolution authorizing the City to enter into an intergovernmental agreement between the City of Greeley and the State of Colorado, acting by and through the department of Public Safety for the benefit of the Division of Homeland Security and Emergency Management (DHSEM)

The Council action recommended was to adopt the resolution. (Resolution No. 39, 2019)

13. Introduction and first reading of an ordinance amending portions of the Greeley Municipal Code, Chapter 11.01, Part 8 (Traffic Code), as it relates to pedestrians

The Council action recommended was to introduce the ordinance and schedule the public hearing and final reading for October 15, 2019.

14. Introduction and first reading of an ordinance of the City of Greeley repealing and replacing Chapter 11.01.1420 of the Greeley Municipal Code regarding misuse of a wireless telephone

Survey of Colorado Jurisdiction Regarding Building Contractor Lisencing Programs
December 2019

<u>JURISDICTION</u>	<u>LICENSE</u>	<u>COVERS</u>	<u>TEST</u>	<u>PENALTIES</u>	
AULT	NO	N/A	N/A	N/A	
CEDARIDGE	NO	N/A	N/A	N/A	
CHAFFEE COUNTY	NO	N/A	N/A	N/A	
DELTA	NO	N/A	N/A	N/A	
DURANGO	NO	N/A	BOND FOR PLUMBERS	N/A	
EVANS	NO	N/A	N/A	N/A	
FORT MORGAN	REGISTRATION	ALL TRADES MUST REGISTER	PROPERLY INSURED AND LICENSED W/STATE		
GARFIELD COUNTY	NO	N/A	N/A	N/A	
HOTCHKISS	NO	N/A	N/A	N/A	
KERSEY	NO	N/A	N/A	N/A	
LINCOLN COUNTY	NO	N/A	N/A	N/A	
MONTROSE	NO	N/A	N/A	N/A	
NUNN	NO	N/A	N/A	N/A	
ORCHARD CITY	NO	N/A	N/A	N/A	
OURAY	NO	N/A	N/A	N/A	
OURAY COUNTY	NO	N/A	N/A	N/A	
PAONIA	NO	N/A	N/A	N/A	
PAONIA	NO	N/A	N/A	N/A	
PIERCE	NO	N/A	N/A	N/A	
RIDGEWAY	NO	N/A	N/A	N/A	
SEVERANCE	NO	N/A	N/A	N/A	
WELD COUNTY	NO	N/A	N/A	N/A	
WELLINGTON	NO	N/A	N/A	N/A	
WINDSOR	NO	N/A	N/A	N/A	
GOLDEN	REGISTRATION	N/A	N/A	N/A	
VAIL	REGISTRATION	ALL TRADES MUST REGISTER	PROPERLY INSURED AND LICENSED W/STATE	YES	
CRESTED BUTTE	NO*	N/A*	N/A*	N/A*	*GUNNISON COUNTY IS IN PROGRESS-CRESTED BUTTE WILL REQUIRE COUNTY LICENSE
ELBERT COUNTY*	NO*	N/A*	N/A*	N/A*	*IMPLEMENTING 1/1/20-MODEL AFTER PARKER, DOUGLAS COUNTY, ARAPAHOE COUNTY
ROUTT COUNTY	NO*	LEVELS	ASPEN/PITKIN CO/ICC	YES	WORKING ON IMPLEMENTATION OF PITKIN CO AND ASPEN
DACONO	?				LICENSE REQUIRED-INFORMATION DID NOT SPECIFY TEST REQUIREMENTS
LAFAYETTE	?				LICENSE REQUIRED-INFORMATION DID NOT SPECIFY TEST REQUIREMENTS
WESTMINSTER	?				LICENSE REQUIRED-INFORMATION DID NOT SPECIFY TEST REQUIREMENTS
ARAPAHOE COUNTY	YES	LEVELS	ICC	YES	
ARVADA	YES	LEVELS	ICC	YES	
ASPEN	YES	LEVELS	ASPEN/PITKIN CO/ICC	YES	
BASALT	YES	LEVELS	ICC	YES	
BOULDER COUNTY	YES	LEVELS	ICC	YES	
BRIGHTON	YES	LEVELS	ICC	YES	
CANON CITY	YES	ALL	ICC	YES	
CANON CITY	YES	LEVELS	ICC	YES	
CASTLE PINES	YES	ALL	ICC OR SURROUNDING JURISDICTIONS	NO	
CASTLE ROCK	YES	LEVELS	ICC	YES	
CENTENNIAL	YES	ICC MODEL	ICC - DENVER OR AURORA LICENSE	YES	
COMMERCE CITY	YES	LEVELS	ICC	YES	
DENVER C/C	YES	LEVELS	ICC	YES	
DOUGLAS COUNTY	YES	LEVELS	ICC	YES	
ENGLEWOOD	YES	LEVELS	ICC	YES	
FORT COLLINS	YES	LEVELS	ICC	YES	
GLENWOOD SPRINGS	YES	LEVELS	ICC	YES	
GRAND JUNCTION	YES	LEVELS	ICC	YES	
LAKEWOOD	YES	LEVELS	ICC	YES	

LARIMER COUNTY	YES	LEVELS	ICC	YES
LITTLETON	YES	LEVELS	ICC	YES
LONGMONT	YES	LEVELS	ICC	YES
LOUISVILLE	YES	LEVELS	ICC	YES
LOVELAND	YES	LEVELS	ICC	YES
NORTHGLENN	YES	LEVELS	ICC	YES
PARKER	YES	LEVELS	ICC	YES
PIKE PEAK REGIONAL	YES	LEVELS	ICC	YES
PIKES PEAK REGIONAL	YES	LEVELS	ICC	YES
PITKIN COUNTY	YES	LEVELS	ASPEN/PITKIN CO/ICC	YES
SHERIDAN	YES	LEVELS	ICC	YES
SNOWMASS	YES	LEVELS	ICC	YES
STERLING	YES	LEVELS	ICC	YES
TELLER COUNTY	YES	LEVELS	ICC	YES
THORNTON	YES	ICC MODEL	SOME	YES
TRINIDAD	YES	LEVELS	ICC	YES
WHEATRIDGE	YES	LEVELS	ICC	YES
WOODLAND PARK	YES	LEVELS	ICC	YES

08/13/2002

CITY OF GREELEY

WORKSESSION

AGENDA

CITY COUNCIL WORKSESSION AGENDA

City of Greeley

August 13, 2002

4:30 p.m.

Jerry Hubbard

City Hall Community Room
1000 10th Street

Item Number 1

4:30 - 5:15 p.m.

Title

HUMANE SOCIETY

Presented By

Tim Nash, Director of Finance, 350-9730

Item Number 2

5:15 - 6:00 p.m.

Title

CONTRACTOR LICENSING

Presented By

Becky Safarik, Director of Community Development,
350-9785

Jim Morris, Chief Building Official, 350-9835

Item Number 3

6:00 - 6:30 p.m.

Title

MOTORIZED SKATEBOARD/SCOOTERS

Presented By

Rick Brady, City Attorney, 350-9755

Paul Branham, Chief of Police, 350-9665

Item Number 4

Title

WEEKLY COMMUNICATIONS UPDATE

CITY COUNCIL WORKSESSION

City of Greeley

August 13, 2002

Item Number 2

5:15 - 6:00 p.m.

Title CONTRACTOR LICENSING

Presented By Becky Safarik, Director of Community Development, 350-9785
 Jim Morris, Chief Building Official, 350-9835

Background

The City of Greeley General Contractor Licensing program has been in the development process for approximately one year. This process has involved City staff, the Building Advisory and Appeals Board, Union Colony Fire and Rescue and the expertise of several front range communities that already have a licensing program in effect. The program has been patterned after the City of Fort Collins General Contracting licensing program and is intended to provide citizens and consumers the protection that a licensed General Contractor doing work in Greeley has at least the minimum amount of experience and knowledge to provide an acceptable product and carry the minimum amount of insurance. To ensure the general contractor has the minimum amount of knowledge, that person will be required to pass an exam that has been prepared by the International Conference of Building Officials. ICBO is the same organization who certifies the Building Inspectors for the City of Greeley.

The program requires that persons who want to construct, remodel or repair commercial or residential buildings in the City of Greeley will be required to obtain the license. The licenses are separated into 5 different categories; Class A, Class B-1, Class B-2, Class C-1, and Class C-2 with "A" being the most difficult category and "C-2" being the least difficult. Class C-2 category is designed for persons who want to do additions and remodels. Class C-1 is for persons wanting to construct single family homes. Class B-2 is for contractors who want to do light commercial projects and multi-family projects that are classified as Type V-N construction and may have the experience of constructing residential projects as defined in Class C-1. Class B-1 will allow contractors to construct commercial and multi-family projects not exceeding three stories in height. Class A will allow contractors to construct any type of structure that is regulated by the Uniform Building Code. The license is designed to be renewable two years after the date of issuance. To renew the license, it will not be necessary for the contractor to again take the ICBO examination but a restricted exam or an educational class on the recent code changes may be required.

The Building Inspection Department has presented classes for the contractors to thoroughly explain the program and to help them prepare for the test. There are also classes (private and college) as well as numerous study guides to assist them in preparing for the exams. The

testing site for the exam is local and is available for testing on Tuesdays, Thursdays, and Saturdays at 8:00 a.m. and 1:00 p.m. The cost of the exam is \$100.00 per exam. The fee for the contractor license is \$200.00 and \$50.00 for each supervisor certification.

The Building Advisory and Appeals Board has supported the program that staff has proposed to them with some minor modifications. Enclosed in this packet you will find the minutes from the last board meeting and an application packet that fully explains the program and its requirements. The projected date for the program to go into effect is January 2, 2003.

Staff's Recommendation

Staff recommends Council's approval of the proposed Contractor Licensing program. The Building Advisory and Appeals Board supports the program.

Council Direction Requested

- 1) Council consensus on the Contractor Licensing program, and direction to staff to prepare ordinance.

Attachments

Building Inspection Advisory Board Proceedings, May 14, 2002
General Contractor Licenses Application Packet

**BUILDING INSPECTION ADVISORY BOARD
PROCEEDINGS**

May 14, 2002

I. CALL TO ORDER

The meeting was called to order by Ron Randolph, Chair, at 7:02 a.m. Also present were board members Dennis Wernsman, Brad Peterson, Dennis Gibson, Doug Lockhart, and Gary Schranz. (Jerome Trammer, Becky Turner, and Jim Belleau were absent). Jim Belleau arrived later. Staff members present were Jim Morris, Steve Gregory, Jeff Parins, and Tim Nash.

II. APPROVAL OF JANUARY 24, 2002 MINUTES

Dennis Wernsman moved to approve the minutes from the January 24, 2002, meeting as written. Brad Peterson seconded the motion. The motion carried 6-0. (Jerome Trammer, Becky Turner, and Jim Belleau were absent)

Jim Belleau arrived at 7:11 a.m.

III. REVIEW CONTRACTOR LICENSING PACKETS

Jim Morris, Chief Building Official, explained that at the last meeting the Board had some issues with the Contractor Licensing packet that they wanted the City staff to review. Mr. Peterson requested that a City representative attend the Weld County Homebuilder's meeting. Mr. Morris said that he will be attending the meeting in June and speaking on the Contractor Licensing. Ron Randolph felt that staff should have classes on the Building Codes and what is going to be involved with the testing. Mr. Morris stated that the classes are not scheduled yet, but they will be starting sometime in June and they will be staggered throughout the rest of the year. For example, some classes will be held on Saturday mornings and some will be held in the evenings on a weekday, so everyone will have a chance to attend one. Jim Morris iterated that this information is also in the newsletter that was recently mailed out to all the contractors. The classes will be a review of how the Code book was put together and what sections of the Code book are generally on the test. Jim Morris put together some sample tests and handed them out to each member of the Board. These are also the sample tests that will be handed out in the classes. He explained that there is no guarantee that every one of the questions on the sample tests are going to be on the original test, but it is just what Mr. Morris felt was a highlight of what could be on the test. Mr. Morris estimates that each class will take about an hour.

Gary Schranz asked if the classes are open or do people have to sign up for them.

Jim Morris explained that the Board had asked to have the Finance Director talk to the them about Sales Tax Licensing.

Tim Nash handed out the ordinance on Sales Tax Licenses.

Tim Nash, Finance Director, explained two reasons for issuing sales tax licenses to contractors along with other professions which would be typically considered in the retail business: 1) Use tax. Mr. Nash further explained that use tax is taxes due on tangible personal property that is purchased outside the City but is put to use or consumed within the City. Examples would be items such as tools or equipment. The focus for the Finance department throughout this year and the next coming year is the collection of use tax. A Sales Tax License is set up so that a return is mailed and on that return it has a schedule for use tax, so use tax can be filed and listed out on that equipment; and 2) Sales Tax License allows sales tax to be collected on jobs that are not subject to building permits. Mr. Nash noted that there is no charge for the license. Frequency of the returns would be set up quarterly.

Dennis Gibson gave a scenario of doing a window replacement for one window and purchasing it at BMC if we pay the 5.9% tax, then there would be no taxes due. Normally if no building permit is needed, the normal tax rate is 6%.

Tim Nash explained that it would not be a problem if Mr. Gibson is not marking the window up. If the window is going to be marked up and it is going to be invoiced as one single cost, then the entire invoice is taxable. If the invoice is split where there is one charge for the window and a separate charge for the labor, then only the window is taxable. The contractor fee is non-taxable.

Dennis Gibson asked if they as contractors are going to have to go back each quarter and determine what is permitted and what is not.

Mr. Nash said that they only have to pick up the jobs that were not subject to building permit.

Further discussion took place regarding sales tax and use tax. Different scenarios where sales tax and use tax apply were also discussed.

Jim Morris continued to go over the items the Board members had staff review. He started with Jim Belleau's comment about the word "express" being deleted from the sentence stating "A Construction Supervisor must be working for the express purpose of providing direct" on page 2 of the Contractor License packet. Mr. Morris indicated that the word should be deleted because it implies that the contractor cannot perform other duties.

Steve Gregory felt that the word "express" should be left in the sentence and offered to add something more to the sentence to make the point more clear.

Jeff Parins, Deputy City Attorney, disagreed with Mr. Gregory. Mr. Parins felt that the term "express" is interpreted as "sole" purpose and if it is interpreted that way then it becomes a financial burden upon any business.

Jim Morris asked if they just say "for the purpose of ..." would that be more precise.

Jeff Parins said that would be correct.

Mr. Morris referred to page 9 of the Contractor License packet. He pointed out that the fourth paragraph says that a current copy of the Worker's Compensation Insurance, if applicable, should be turned in with the Contractor License Change Notification Form and the Worker's Compensation Insurance form is the last page of the packet.

Doug Lockhart asked if a gentleman comes in and applies for a license and says that he does not have any guys working under him so he doesn't need workman's compensation, does he sign the waiver.

Jeff Parins clarified that he would sign an affidavit stating that he doesn't have any employs. Mr. Parins explained that the affidavit is also a waiver.

Mr. Parins explained that a lot of issues he gets are related to no licensing and the workmanship. Secondly, he gets comments to the fact that there are several people working out at the site and they do not have workman's compensation. As a matter of public policy the City of Greeley is in the business of public policy. Workman's Compensation is a public policy and we have to keep enforcing that.

Next Jim Morris referred to page 6 of the packet. He mentioned that there were no requirements for a certain number of years of supervisory experience. For each class of license there had to be 5 years of supervisory experience prior to the application of the license.

Dennis Wernsman didn't understand how a contractor is suppose to get a supervisor certificate. If they have the experience, they can get the license, but if they don't have the experience, then they can't get the license.

Jim Morris explained that the contractors can acquire the experience by working in another city. For example, Roche has a lot of people working in Vegas.

Dennis Wernsman said what if they strictly stay in the City of Greeley.

Mr. Morris indicated that they can drop down to the Class C license. He then mentioned the requirements for a Class C license. Jim Morris explained to the Board that the City does not want to be a training ground for new contractors.

Jeff Parins suggested that maybe staff needs to add an apprenticeship with the

Journeyman type licensing as well.

Ron Randolph asked if staff was still going to go ahead with a letter requiring documentation of experience like Ft. Collins.

Jim Morris said that staff is going ahead with the qualification form.

Jim Belleau indicated that he has been through a few boiler plate contracts like this and he doesn't see anything wrong with the verbage "to qualify for a Class A license ... the applicant must have constructed or acted principally...".

Gary Schranz explained that he never built a 3-story building, so in this case he would never be able to apply for a Class A license. Mr. Schranz wondered if it would come down to a series of questions and answers to determine if a person is adequate to do a job. If he had the opportunity to build a 3-story building here in Greeley, he sure wouldn't want to turn that job down.

Jim Belleau asked if there was a right to work issue if the contractor chooses to go forward with a job.

Ron Randolph asked if they have built houses over the last 10 years then do they have to go back and get the signatures of the homeowners of the last 3 houses for the last 5 years.

Jim Morris said it is just the last 3 permits pulled.

Jeff Parins responded to the right to work issue brought up by Jim Belleau. Mr. Parins indicated that the City has the ability to put reasonable restrictions upon local health and safety issues. This is a local health and safety issue. The issue being that the City wants to have homes constructed in a professional work like manner for occupancy. Under law, the City has the right to put restrictions as long as they are reasonably related to the goals. Mr. Parins feels that these are reasonable goals. What is missing is how can a contractor jump from one to the other without working with someone else or partnering up with somebody.

Further discussion took place regarding different scenarios that could occur and if those situations would count as experience or not to meet the requirements for the different Class licenses.

Jeff Parins suggested putting in some verbage regarding exemption from the 5 years, 3-story building requirements. Facts of the experience should be provided, but it has to be empirical data. It cannot be subjective.

Jim Morris stated that he and Steve Gregory, Building Inspector, have been discussing the fact of what if a contractor wants to move up from one license to another, there needs to

be some vehicle to do that. Maybe something related to what Jeff Parins was talking about earlier.

Jeff Parins asked the Board if the Class A license is not a viable license in the City of Greeley because of its requirements. Maybe 3-stories is too much for a Class A license in the City of Greeley. Maybe the 5 year requirement is too stringent.

Ron Randolph feels that the Class A license has to be stringent for what it allows. When a contractor is building a 3-story building they are not having to figure out if a 2-story building is different from a 3-story building because they have an architect, engineer and building department. The contractor just has to put it together. Commercial building of 2 or 3 stories is probably sometimes easier than building a big custom home because there is someone there telling the contractor exactly what has to be done.

Doug Lockhart agreed with Ron Randolph and continued to say that when a contractor jumps into commercial work, the magnitude of the project has a lot to do with the magnitude of who prepares the documents. The City is already requiring that the contractor have a licensed architect for a commercial building and various things like that. Mr. Lockhart expressed that it is really important to have an engineer involved, and sometimes inspections are required by the engineers. The governing body outside meaning the contractors and the City is much greater and that helps protect.

Jim Morris stated that he agrees to a certain degree, but if someone is doing a project and they do not know what they are doing, then it becomes a nightmare for the Building Department.

Dennis Gibson made the comment that he has maybe seen something like Jim was talking about maybe twice. An example he gave was if it was a son that is a framer and the parents want to build a commercial job and they want him to run it because they are paying for it and he doesn't have any experience.

Dennis Gibson left the meeting at 8:00 a.m.

Jim Morris mentioned that he does not want to delay the Contractor Licensing process they have gotten done so far, but Staff will take a further look at the points Ron Randolph and Doug Lockhart brought up earlier.

Ron Randolph asked if an addendum could be done later. For example, if the test for the Class B license was taken and the contractor wanted to move up to the Class A, they could just take another test that is not as long.

Doug Lockhart asked if a contractor has to have a Class A license to do a third-story remodel.

Steve Gregory explained that the contractor only needs a Class B license. It explains that in the Contractor License packet on page 6.

Further discussion took place regarding more scenarios involving a Class A license.

Doug Lockhart expressed the fact that it is hard to hire a superintendent with 5 years experience here in Greeley. Kids out of college can get a high paying job in Denver versus Greeley. Mr. Lockhart suggested looking at developing progressive steps to becoming a commercial superintendent.

Mr. Morris said that he will get with Jeff Parins and look into that.

Jim Morris passed around examples of what the cards for the licenses would look like. He also passed out some order forms for the new Building Code books. Mr. Morris mentioned that there is a book called Code Check which may be helpful for studying for the test. It can be ordered through ICBO for \$15.00. Further, Jim Morris recommended ordering the tabs for the Code Book.

IV. STAFF REPORT

Jim Morris did not have any items for staff report at this time.

V. ADJOURNMENT

Dennis Wernsman moved to the adjourn the meeting. Brad Peterson seconded. The motion carried 6-0. (Jerome Trammer, Becky Turner, and Dennis Gibson were absent). The meeting adjourned at 8:22 a.m.

Ronald Randolph, Chair

Jim Morris, Chief Building Official

GENERAL CONTRACTOR LICENSES

Class A

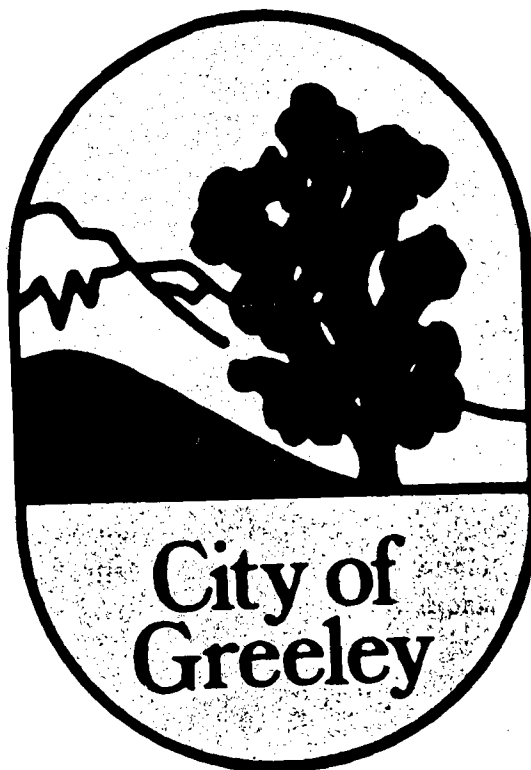
Class B-1, B-2

Class C-1, C-2

General Contractor

Building Contractor

Residential Contractor



*Phone (970)350-9830
Fax (970)350-9844*

*Building Inspection Division
Community Development Department
1100 10th Street, Suite 114
Greeley, Colorado 80631*



City of Greeley General Contracting Licensing

1100 10th Street , Greeley, CO 80631 (970)350-9830 Fax (970)350-9800

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City of Greeley General Contractor Licensing

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GENERAL INFORMATION

A General Contractor License shall be obtained by any person, firm, partnership, corporation, association, other organization, or any combination thereof, that provides or oversees/manages/supervises any construction, demolition or services which are outlined in this packet, and for which a fixed fee, trade-in-kind, or other compensation is received. Failure to obtain the required license prior to engaging in contracting will result in the assessment of a penalty fee as per the citation fine schedule.

Overall management and general oversight of a construction project in the City of Greeley is the role of the "License Holder". The License Holder, in turn, must provide direct on-site supervision on a regular basis through a qualified person designated as a "Construction Supervisor". The License Holder may also be designated as the Construction Supervisor, as long as that person performs direct on-site construction supervision as noted herein, and meets the qualifications, including passing the required ICBO examination.

A Construction Supervisor must be working exclusively for the License Holder for the purpose of providing direct, personal and ongoing on-site construction supervision. Such person must also be one or more of the following:

- ★ A person with substantial ownership in the company;
- ★ A company officer; or
- ★ A company employee expressly hired to supervise construction projects.

Only those persons who possess a current General Contractors Certification can qualify as a Construction Supervisor in the City of Greeley. A least one Construction Supervisor shall be designated and approved for each license obtained.

No permits will be issued to a general contractor who does not possess a current license sufficient in scope for the proposed project, or at any time that a License Holder does not have an approved Construction Supervisor designated.

No unlicensed person may act as a general contractor or personally perform construction work unless they are:



City of Greeley General Contractor Licensing

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- ★ A homeowner who elects to act as the contractor of a residential dwelling. A homeowner/builder may secure a permit on only one residential dwelling in a twelve (12) month period with the intent of occupying the structure upon completion.
- ★ A volunteer under the continuous supervision of an approved construction supervisor.
- ★ An employee of a current license holder (must be on the payroll and meet the City, State and Federal requirements for an employee).

The "Use" of another person's license, or work performed under a homeowner's permit by an unlicensed person, except as provided for above, is prohibited and may result in civil action or other disciplinary action against the parties involved.



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APPLICATION PROCEDURES FOR GENERAL CONTRACTOR LICENSES

- ✓ Complete a General Contractor License Application Form.
 - Fill out the application in its entirety. Incomplete applications will not be accepted.
 - Choose the type of license that is most appropriate based on the descriptions and the experience requirements contained in the packet.
- ✓ Obtain Experience Forms
 - Three (3) experience verification forms are required for any of the Contractor's license, which verify an applicant's construction supervision experience on three (3) separate and completed projects. (See page 6 to determine the scope of projects that are required for the license desired. Complete a separate form for each of the three projects.
 - All experience verification forms must be complete and signed by a person other than the applicant or a member of the company that is applying for the license. The person who signs the form must have been directly involved in the project and be able to verify the applicant's professional role in the project. Incomplete forms will not be accepted.
 - A copy of the permit and/or certificate of occupancy will serve to expedite the application

Note: If the required number of experience verification forms, as well as the stipulated years of supervision experience cannot be verified, the applicant will not be eligible to obtain a general contractor's license or a supervisor's certificate from the City of Greeley.

- ✓ Take the required exam
 - ICBO General Contractor License Exams are administered by Assessment Systems, Inc., (ASI). You may contact ASI at (800) 275-8301 to arrange a date and time to take the examination.



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- The cost of the exam is payable directly to ASI.
 - Provide the City of Greeley with the original copy of your test results and the original copy of the ICBO General Contractors Certification, so that a copy can be taken for your permanent file.
- ✓ Complete a Sales/Use Tax License Application
-
- ✓ Submit the following information to the City of Greeley Building Inspection Department.
- Application
 - Experience Verification Forms & copies of permits and/or C/O's.
 - Original of ASI contractor examination results and original copy of the ICBO General Contractor Certification
 - Sales/Use Tax License Application
 - \$50.00 non-refundable application fee (must be submitted before the staff can process the application)
 - Any other additional information you wish to submit in support of your license request, i.e. a resume, educational or other specialized training verification, company information, etc.

All necessary forms are included in this packet.

Submittal of inaccurate or misleading information can result in revocation of any license issued based on such information and forfeiture of any fees that have been collected.

Building Inspection Dept. personnel will notify the applicant when approval has been obtained, or if there are any remaining requirements that need to be satisfied before approval can be given.

Once approval has been obtained, the license fee of \$200.00 and proof of Commercial General Liability Insurance in the amounts as required by the City of Greeley and proof of Workman's Compensation Insurance, if applicable, must be submitted before the license can be activated.



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CLASS DESCRIPTIONS AND QUALIFICATIONS FOR GENERAL CONTRACTORS

- CLASS A:** A Class A General Contractor License Holder is authorized to construct, remodel, or repair any type of structure, addition or tenant finish in the City of Greeley that is regulated under the Uniform Building Code. To qualify for a Class A License or Supervisor Certificate, the applicant must have constructed or acted principally in the role of supervisor for the construction of two (2) entire buildings of three (3) or more stories in height within five (5) years prior to application of the license.
- CLASS B-1:** A Class B-1 Building Contractor is authorized to construct, remodel, or repair any commercial buildings and single- or multi-family residential buildings not exceeding three stories in height. A Class B-1 License Holder is authorized to perform alterations on buildings over three (3) stories in height, if such alterations do not involve the structural frame as defined in the building code. To qualify for a Class B-1 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) entire buildings for which a minimum of a Class A or Class B-1 License or Supervisor Certificate is required within five (5) years prior to application of the license. A Class B-1 License holder or supervisor may also perform work of a Class C-1 or C-2 Contractor or Supervisor.
- CLASS B-2:** A Class B-2 Building Contractor is authorized to construct, remodel or repair any commercial buildings and single- or multi-family residential buildings regulated by the Building Code as Type V-N construction. These buildings can not exceed the maximum allowable area as specified by the Building Code. A Class B-2 License holder is authorized to perform alterations on all buildings or structures regulated by the Building Code, provided that any such work does not alter the structural frame as defined in the Building Code. To qualify for a Class B-2 License or Supervisor Certificate, the applicant must meet the requirements for a Class C-1 License.
- CLASS C-1:** A Class C-1 Residential Contractor is authorized to construct, remodel or repair one and two-family residences and buildings that are accessory thereto. To qualify for a Class C-1 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) new single-family homes within five (5) years prior to application of the license.



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CLASS DESCRIPTIONS AND QUALIFICATIONS FOR GENERAL CONTRACTORS CONTINUED

CLASS C-2: A Class C-2 General Contractor License holder is authorized to construct residential garages not exceeding one thousand (1,000) square feet in total floor area; to construct additions which do not exceed one thousand (1,000) square feet of floor area; and to perform any structural alterations, demolitions and/or repairs, to any building or structure in the City classified by the Building Code as a Group R, Division 3 occupancy housing not more than two (2) dwelling units, or a Group U, Division 1 occupancy. A Class C-2 General Contractor License holder is authorized to perform alterations and/or repairs to any building or structure in the City classified by the Building Code as a Group R, Division 1 occupancy and Type V construction, provided that any such work does not alter the structural frame as defined in the Building Code. To qualify for a Class C-2 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) completed projects, each with a construction value of not less than five thousand dollars (\$5,000) and each of which entails the significant structural alteration of or the addition to a single-family home or equivalent structure as determined by the Building Official.

Note: If the required number of project verification forms, as well as the stipulated years of supervisory experience cannot be verified, the applicant is not eligible to receive a Contractor's License or Supervisor's Certificate from the City of Greeley.



City of Greeley General Contractor Licensing

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FEES, INSURANCE AND SALES TAX REQUIREMENTS

Fees:

Application fee for all Licenses and Supervisor's Certificates	\$ 50.00
Biennial license fee for all Licenses	\$ 200.00
Biennial Supervisor's Certificate fee	\$ 50.00
Combo License (License Holder & Construction Supervisor)	\$ 250.00

Insurance:

All laws relating to the safety of employees and the public shall be observed at all times by any contractor. Every contractor shall maintain Worker's Compensation Insurance as required by Colorado law and Commercial Liability Insurance.

Worker's Compensation Insurance: Proof of current Worker's Compensation Insurance must be provided and maintained with the City of Greeley Building Inspection Department when payroll employees are utilized.

Commercial General Liability Insurance: Proof of current Commercial General Liability insurance must be provided and maintained with the City of Greeley Building showing the following information:

- **Class A License** Min. Limit of \$1,000,000 per occurrence/\$2,000,000 aggregate
- **Class B License** Min. Limit of \$ 500,000 per occurrence/\$1,000,000 aggregate
- **Class C License** Min. Limit of \$ 300,000 per occurrence/\$ 600,000 aggregate

The company name and address must be identical on the certificate of insurance and the application.



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Sales/Use Tax License Requirements:

All contractors are required to obtain a City of Greeley Sales/Use Tax License prior to working in the City of Greeley. There is no charge for this license. A form is included as part of this packet and shall be submitted along with other forms and paperwork. A contractor's license application will be considered incomplete if a Sales/Use Tax license application is not submitted.



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LICENSE TERM, RENEWALS, CHANGES, & EXPIRATION

Each General Contractor License and Construction Supervisor Certificate shall be valid for a period of two (2) years from the date of issuance.

Renewal

License renewal notices are mailed to you one month prior to the scheduled expiration of any License or Supervisor Certificate. The License and/or Supervisor Certificate shall be renewed provided that the fee is paid and renewal occurs within sixty (60) days of the renewal date.

Changes

If the tested License Holder or Construction Supervisor is no longer associated with your company, a new application must be submitted and is subject to all of the license requirements. A License will not be renewed at such time a License Holder or Construction Supervisor has changed until approval of a new License Holder and /or Construction Supervisor has been obtained. A General Contractor License Holder must maintain a tested applicant and Construction Supervisor for the life of the license. Test applicants can only represent one company.

If your business name has changed since the last renewal, a request to change the name on the license must be submitted on the Contractor License Change Notification Form included in this packet. This form shall be accompanied with current copies of Worker's Compensation Insurance, if applicable, and General Liability Insurance for the new business name. If you start a new business, all new license requirements for the License Holder and Construction Supervisor shall be met.

Expiration

Any License or Construction Supervisor Certificate which is not renewed within sixty (60) days following the expiration date of such License or Certificate will be placed on inactive status and will be considered as expired. A holder of an expired License or Certificate may be reissued such License or Certificate by submitting a new application and paying all applicable fees. The applicant will not be required to pass a new examination.



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APPLICATION FOR GENERAL CONTRACTOR LICENSING

Date: _____

New application _____ Renewal _____

1) Type of General Contractor License being applied for: (only one)

Class A _____ Class B-1 _____ Class B-2 _____ Class C-1 _____ Class C-2 _____

Type of Credential Category being applied for: (only one)

License only _____ Supervisor Certificate _____ License & Supervisor Certificate _____

2) Business Name of License Holder _____

3) License Holder Name _____

4) Mailing Address _____

5) City _____ State _____ Zip _____

6) Phone Number _____ Fax Number _____ Cell Number _____

E-Mail _____

7) Liability insurance expiration date _____

8) Worker's Compensation expiration date _____

Office Use Only:

ICBO General Contractor Test

License Class _____

Date taken _____

Code Version: UBC or IBC (Circle one)

Person(s) designated to be Construction Supervisor(s) _____



City of Greeley General Contractor Licensing

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General Contractor Project Verification Form

The applicant identified below has applied for a General Contractor License or Construction Supervisor Certificate with the City of Greeley. Regulations require verification of the applicant's construction experience on specific projects by someone other than the applicant or anyone affiliated with the applicant's company. You have been identified by the applicant as a person having direct knowledge of the applicant's involvement in the construction project described below. Incorrect or misleading information can result in the applicant's disqualification. You may be contacted for additional details and to verify the information provided. Incomplete forms will not be accepted.

APPLICANT NAME: _____

PROJECT NAME: _____

PROJECT IDENTIFICATION(street address, city, county, state): _____

PERMIT NUMBER: _____ COMPLETION DATE: _____

*** (Attaching copies of the permit and C/O or final inspection documentation will expedite processing) ***

PROJECT SCOPE: ☐ New Building ☐ Addition ☐ Structural Alteration ☐ Interior Finish

STRUCTURAL FRAME TYPE: ☐ Std. Wood Frame ☐ Heavy Timber ☐ Masonry ☐ Steel ☐ Concrete

BUILDING USE(s): _____

FLOOR AREA OF CONSTRUCTION (SQ FT): _____ FLOORS ABOVE GRADE: _____

CONTRACT VALUE(Building(s) only + Labor + materials + profit): _____

PROJECT DESCRIPTION (Attach supplemental documents as needed): _____

ASPECTS OF PROJECT FOR WHICH APPLICANT WAS DIRECTLY RESPONSIBLE: _____

APPLICANT'S PRIMARY ROLE IN PROJECT: _____

→USE ONE FORM PER PROJECT←



City of Greeley General Contractor Licensing

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CONTRACTOR LICENSE CHANGE NOTIFICATION FORM

PLEASE PRINT

I, _____, License # _____

hereby change the contractor name of record to :

New Business Name: _____

Business Address: _____

Business Phone: _____

I hereby designate the following City-approved person(s) as a construction supervisor for the above named business:

_____ Supervisor Name	# _____ Certificate#
_____ Supervisor Name	# _____ Certificate#
_____ Supervisor Name	# _____ Certificate #
_____ Supervisor Name	# _____ Certificate#

Old Business Name: _____

Former Supervisor: _____ # _____
(Supervisor's Name) Certificate#

Comments: _____

Signature of Authorized License Holder

Date



City of Greeley General Contractor Licensing

1100 10th Street, Greeley, CO 80631 (970)350-9830 Fax (970)350-9800

HOMEOWNER AFFIDAVIT

I (We) _____

as owner(s) of the residential property located at (address) _____

In the City limits of Greeley, Colorado, do hereby attest that I (We) will/do personally reside at this property and that I (We) will be performing the following: (Check the applicable boxes)

- ☐ General Carpentry
- ☐ Electrical
- ☐ Plumbing
- ☐ Heating and/or Air Conditioning

I hereby acknowledge that for any of the services listed above for which I (we) must pay a fixed fee, trade-in-kind, or offer other compensation for, I (we) must employ contractors licensed (and/or registered) by the City of Greeley.

Failure to abide by this Affidavit is a violation of City of Greeley ordinances and could result in an issuance of a summons and possible fines.

Property Owner(s): _____

The foregoing instrument was acknowledged before me this _____ day of _____, (year) by _____ for the purpose therein set forth.

Witness my hand and official seal. My commission expires: _____

Notary Public: _____



City of Greeley General Contractor Licensing

1100 10th Street Greeley, CO 80631 (970)350-9830 Fax (970)350-9800

CITATION FINE SCHEDULE

Violation	City Ordinance	1 st	2 nd	3 rd
Failure of an individual or firm to obtain a General Contractor License prior to engaging in contracting		\$200.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to employ a Licensed Construction Supervisor prior to engaging in contracting		\$200.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to provide direct on-site supervision by a Licensed Construction Supervisor		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Performing construction service beyond the scope of the Class of License held		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to maintain a City of Greeley Sales/Use Tax License and to pay all taxes due		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed Construction Supervisor to have in his possession on the project his Construction Supervisor Certificate		\$25.00	\$50.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed Construction Supervisor to work exclusively for the License Holder		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)

Violation	City Ordinance	1 st	2 nd	3 rd
Failure of a Licensed General Contractor to notify the City of Greeley for a change in the License Holder or Construction Supervisor Designee		\$50.00	\$100.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to employ properly Licensed Electrical, Plumbing, and Mechanical Subcontractors.		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor and/or Subcontractor to obtain required permits		\$100.00 plus double permit fee	\$250.00 plus double permit fee	Discretionary (up to \$999.00 per day)
Failure of a Permit Holder to obtain required inspections on permits		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Failure of a Permit Holder to correct violations within a reasonable time(30 days)		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Providing false or misleading advertising		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Deception, misrepresenting, or fraud in obtaining or attempting to obtain a General Contractors License or Construction Supervisor Certificate (This includes the "loaning" of a License or "use" of someone else's License)		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure to comply with other Federal, State, and Local Laws (safety, health, insurance, tax)		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Homeowner to comply with or to knowingly falsify a Homeowners Affidavit		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)



City of Greeley General Contractor Licensing
1100 10th Street Greeley, CO 80631 (970)350-9830 Fax (970)350-9800

BUILDING ADVISORY AND APPEALS BOARD
APPEAL FORM
(Contractor Hearing)

Applicant Name: _____ d/b/a _____

Address: _____

Phone: _____ Mobile: _____

Action Required

☐ Exam Waiver

☐ License Upgrade

☐ License Approval (denied by staff)

☐ Other _____

Description of request/problem and other mitigating factors (attach additional information and/or materials): _____

Applicant Signature

Date

Applicant may appear in person, in writing, or by agent and should be prepared to present all relevant details, or other evidence in support of this hearing request.

FOR OFFICE USE ONLY

Hearing Date: _____

Hearing Time: _____

Reviewed by: _____

Distribution: Original - Applicant, Copy - File

CITY OF GREELEY
APPLICATION FOR SALES AND USE TAX LICENSE
CURRENT GREELEY SALES & USE TAX IS 3%
PLEASE PRESS FIRMLY AND PRINT CLEARLY WITH BLACK INK OR TYPE

OWNER'S NAME _____

NAME OF BUSINESS _____ PHONE NO _____

BUSINESS ADDRESS _____
(Number & Street) (City) (State) (Zip Code)

MAILING ADDRESS _____
(Number & Street) (City) (State) (Zip Code)

PERSON TO CONTACT _____ CONTACT PHONE NO _____

NATURE OF BUSINESS: RETAIL WHOLESALE SERVICE
(Circle your selection)

PRODUCT SOLD / SERVICE PROVIDED _____

TYPE OF OWNERSHIP: INDIVIDUAL CO-PARTNER CORP CLUB OR ASSOC OTHER _____
(Circle your selection) (Specify)

NUMBER OF LOCATIONS IN GREELEY _____ (SUBMIT SEPARATE APPLICATION FOR EACH LOCATION)

RETURNS WILL BE FILED: MONTHLY QUARTERLY ANNUALLY*
(Circle your selection) * Available to "service only" businesses or seasonal businesses operating Oct - Dec

DATE BUSINESS BEGAN OR PURCHASED _____ IF PURCHASED, FORMER OWNER _____
(Mo/Day/Yr)

SIGNATURE _____ DATE _____

GENERAL INFORMATION

- ★ No license fee is required. Sign and return this application to: City of Greeley, Finance Department, 1000 10th Street, Greeley, CO 80631. If you have any questions please call (970) 350-9733.
- ★ If the business or home occupation has a physical location within the City limits of Greeley, a Sales Tax License/ Zoning Review/ Occupancy Certificate check off list must be completed and signed by the Community Development Department and Inspection Department.
- ★ If the business is a sewer user the Commercial Sewer User Classification Questionnaire must be completed.

PLEASE NOTE

- ★ YOUR LICENSE WILL NOT BE ISSUED UNTIL THE SALES TAX LICENSE/ ZONING REVIEW/ OCCUPANCY CERTIFICATE CHECK-OFF LIST (IF NEEDED) AND THE COMMERCIAL SEWER USER CLASSIFICATION QUESTIONNAIRE (IF NEEDED) ARE COMPLETED (INCLUDING THE NECESSARY SIGNATURES) AND RETURNED WITH THIS APPLICATION TO THE FINANCE DEPARTMENT

**AFFIDAVIT OF EXEMPTION
FROM STATUTORY
WORKMEN'S COMPENSATION REQUIREMENTS**

STATE OF COLORADO)
) ss
COUNTY OF WELD)

_____, being first duly sworn upon oath, hereby affirms and says:

1. The undersigned is owner and operator of _____
("Business") whose address is _____.

2. Affiant affirms that the business described in paragraph 1 above does not employ any employees and therefore the company stated in paragraph 1 is exempt from workman's compensation requirements of Colorado law.

3. Affiant affirms that this Affidavit is executed in furtherance of obtaining a contractor's license for the Business within the City of Greeley, Colorado, and Affiant understands and agrees that in the event the Business employs persons to be covered under workman's compensation statutes that the Business shall obtain appropriate workman's compensation coverage in accordance with Colorado law.

4. Affiant understands that in the event Affiant and/or Business is found to be in violation of the Workman's Compensation Act and coverages required by Colorado law, that the City shall immediately revoke the contractor's license thereby causing cessation of the Business' activities in the City and subjecting Affiant and the Business to penalties as provided by law.

5. Affiant affirms and states that Affiant shall immediately inform City of Greeley Building Inspections Department in the event the Business employs any person(s) covered under the Workman's Compensation Act and shall provide said Building Inspections Department with a copy of said coverage within thirty (30) days of employment of such covered person(s).

FURTHER AFFIANT sayeth not.

DATED this ____ day of _____, 200__.

SUBSCRIBED TO AND SWORN before me this ____ day of _____, 200__.

Notary Public
My Commission Expires: _____

City of Greeley, Colorado
COUNCIL WORKSESSION REPORT
August 13, 2002

The meeting was called to order at 4:30 p.m. by Mayor Jerry Wones in the City Hall Community Room, 1000 10th Street, Greeley, Colorado.

Those present were Mayor Wones and Councilmembers Harry Felderman, Don Feldhaus, Carlos Leal, Carrol Martin, Ed Phillipsen, and Debbie Pilch.

Mayor Wones asked Assistant City Manager Roy Otto to provide information regarding the museum facility moving.

Mr. Otto noted that last week he was made aware that the old Greeley Tribune building is being considered as a location for the museum by a citizen group while staff is currently working toward the possibility of a site near Centennial Village. Mr. Otto asked that Council not be specific as to the location when the quality of life ordinance was presented for consideration, and Council agreed that it was important not to be site specific in the ordinance.

1. HUMANE SOCIETY

Finance Director Tim Nash introduced Roger Kovar, Executive Director, and Board Members Barb Eurich, Weld County Representative, and Carl Alm, Police Lieutenant, City of Greeley Representative.

Mr. Nash reviewed information provided in the agenda regarding the short fall of \$60,000 that is being projected for 2002.

Mr. Kovar noted the Board consists of fifteen members including Ms. Eurich and Lieutenant Alm. He stated that the Board has made changes to policies and procedures which will be guiding the Humane Society in a direction where they will be working as a kennel to house animals, while the Board will be applying for grants and reviewing donation policies. These funds will be used for education and the Humane Society.

Mr. Kovar noted the total proposed budget for 2003 is \$397,000 and the City of Greeley's share would be \$180,000. He stated the additional \$60,000 request would bring the city's share of the 2002 funding to \$185,000. He noted he would be requesting increased funding from other cities and towns that use the facility. He also noted they are working with animal rescue groups to assist with adoption of animals to assist with costs.

Responding to a question from Councilmember Martin, Mr. Kovar noted that the City of Greeley would be expected to pay 50% of the cost of the Humane Society while Weld County will pay 40% and Evans 10% of the cost.

Mr. Nash noted that if the Humane Society was not available it would be a service the city would need to provide.

Councilmembers commended Mr. Kovar and the Board for the job they have done in the short period of time and moving toward a kennel operation.

Responding to a question from Councilmember Felderman, Mr. Nash noted that staff felt the \$60,000 could be found by year end without cutting any current programs, and that during the 2003 & 2004 budget cycle the Police Department would be directed to request \$185,000 for the Humane Society.

Discussion was held concerning the fees charged for dropping an animal off and Council felt the fee should be very nominal and donations should always be requested.

Mr. Kovar reiterated that while the direction of the Board is to work as a kennel operation they will apply for grants and continue to seek donations. He also noted they will continue to look for ways to reduce expenses.

Council agreed to fund the additional request for \$60,000 to address the budget short fall for 2002.

2. CONTRACTOR LICENSING

Community Development Director Becky Safarik was present and introduced Chief Building Inspector Jim Morris and Chairman of the Building Inspection Advisory Board Ron Randolph.

Ms. Safarik noted the number of calls for inspections being placed, and the site is not ready for an inspection when staff responds. She stated that staff has been working on the proposed ordinance with the Building Inspection Advisory Board over the past year. She noted that staff could prepare an ordinance to bring to the next Council meeting with implementation scheduled for January of 2003.

Mr. Morris reviewed information provided in the agenda and noted that staff has been working with other front range communities and currently Greeley and Evans are two communities which do not require licensing of contractors. He noted that licensing would be required for persons who want to construct, remodel or repair commercial or residential building within the City.

Mr. Morris noted that the cost of the exam is \$100.00 and the fee for the contractor license is \$200.00 and \$50.00 for each supervisor certification. Mr. Morris noted that as codes change the city could offer classes and exams to assure that contractors are understanding current codes.

Mr. Morris stated that currently contractors are charged a re-inspection fee but there are no measures to ensure that quality work is being done. He noted that with the proposed licensing, a contractor could have their license revoked or other penalties could be imposed for violating the building code.

Responding to questions from Councilmembers, Mr. Morris noted the problem being seen is that the work is not ready for inspection when it has been scheduled as well as the quality of work being completed, and inspectors are having to explain how the work needs to be completed.

Mr. Morris noted that about 40% of contractors violate the current building code and the majority of contractors don't oppose the licensing proposal.

Ms. Safarik noted that the re-inspection fee could be increased in place of the proposed licensing process.

Councilmembers Leal and Phillipsen expressed concern that the proposal creates more government regulations.

There was discussion regarding the need for citizens to be aware of whom they were hiring to work for them and the need for education regarding the types of work which require permits.

Responding to a question from Councilmember Feldhaus, Mr. Morris noted that the work load would increase in the beginning but the process would pay off in a year or two. He also explained that a contractor could test for high levels after gaining the needed experience while working for someone licensed at that level.

Councilmember Felderman expressed concern with the proposal to make it easier for City departments when they need to assure that it would benefit the citizens.

Councilmembers expressed concern that the scope of the problem seemed unclear.

Mr. Randolph noted the process was trying to raise the base level for contractors and not to limit competition within the City.

Councilmember Felderman noted concern that the fee would be \$250.00 every other year and the funds would go to the general fund.

Responding to a question from Councilmember Felderman, Mr. Morris noted that a citizen who purchases homes to fix-up and then resell would need to be licensed.

Mr. Morris noted that the Building Inspection Advisory Board supports the proposal as well as the majority of the contractors in Greeley and about 80% of the Weld County Home Builders Association support the proposal as well.

Councilmember Phillipsen noted the consumer needs to determine the quality of work and this proposal would over regulate, therefore he would not support the proposal.

After further discussion Councilmembers asked that staff work on ways the license from other front range communities could be accepted in Greeley as well as the need for contractors to purchase the Building Code book. Also, increasing the re-inspection fee and the possibility of optional licensing for contractors will be looked at further as well.

Ms. Safarik noted that staff will prepare the proposed changes and provide information for Council's consideration in the future.

A break was taken from 6:45 to 6:55

3. MOTORIZED SKATEBOARD/SCOOTERS

City Attorney Rick Brady was present and reviewed options to continue to allow them on sidewalks and not on the street with no other restrictions, a total ban, allow them everywhere except on highways, or limited use being sidewalks, trails, parks, as well as age restrictions, safety equipment, hours of operation, noise levels, riding double and the issue of private property.

Responding to a question from Councilmember Felderman, Mr. Brady noted that the size of the engine would be hard to enforce with the current laws.

04/22/2003

CITY OF GREELEY

WORKSESSION

AGENDA

CITY COUNCIL WORKSESSION AGENDA

City of Greeley

April 22, 2003

4:30 p.m.

City Hall Community Room

1000 10th Street

Item Number 1**4:30 - 5:00 p.m.**

Title North Colorado Medical Center Second Century Overview

Presented By Jon Sewell, Chief Executive Officer, NCMC
Gene Haffner, Director of Community and Media Relations, NCMC

Item Number 2**5:00 - 5:45 p.m.**

Title Contractor Licensing

Presented By Jim Morris, Chief Building Official
Becky Safarik, Community Development Director
Members of the Building Inspection Advisory and Appeals Board

Item Number 3**5:45 - 6:30 p.m.**

Title RV Parking

Presented By Becky Safarik, Community Development Director

CITY COUNCIL WORKSESSION

City of Greeley
April 22, 2003

Item Number 2

5:00 - 5:45 p.m.

Title Contractor Licensing

Presented By Jim Morris, Chief Building Official
Becky Safarik, Community Development Director
Members of the Building Inspection Advisory and Appeals Board

Background

Staff interest and research related to the establishment of a program for Contractor Licensing was initiated in late 2001 and was stimulated by impacts associated with an apparently growing number of poorly trained or unqualified builders doing work in Greeley. Evidence of this problem was exhibited when:

- 1) Building Inspectors observed numerous obvious and basic building code violations with usually routine inspections;
- 2) A greater amount of time was spent by inspectors in the field "tutoring" builders who were constructing structures without an adequate understanding of building code requirements;
- 3) The number of repeat inspections were growing and starting to impact the staff's ability to respond to the customary ½ day notice with inspection requests;
- 4) Of even greater concern, many of these builders were not calling for inspections at all, or at points quite late in the construction process; and, finally,
- 5) There seemed to be an increase in the number of times inspectors were subpoenaed to court to testify in homeowner/contractor disputes.

In Greeley, the only builders required to be licensed are electricians and plumbers, who must have a licence under state requirements, and mechanical contractors, who must take a local test to be allowed to work in the City. General contractors have no such requirement, though licensing is common in other communities (list of such communities is attached).

Staff researched contractor licensing programs found in other communities, contacted staff from those cities for anecdotal experience and satisfaction with their programs, and considered conditions which may be unique to Greeley and for which it may be appropriate to modify typical licensing requirements.

The City's Building Inspection Advisory and Appeals Board reviewed the staff's proposal and endorsed the program, which was initially presented to Council at its August 13, 2002 worksession. With the Board's endorsement, but before the Council's review and approval, the staff made the mistake of promoting the program among the construction community. Several builders have since taken the courses and tests in anticipation of the program's adoption; others are awaiting the Council's final direction on the matter. A notice was immediately distributed to area builders following the last worksession advising them that consideration of the program was on hold. While the staff jumped the gun on assuming some version of the Contractor Licensing would be acceptable to Council, the early notice has actually been somewhat constructive in acquainting builders with training resources as well as receiving questions and feedback from them concerning the proposed program and then working to modify sections of the proposed program to "right size" it for Greeley.

At its earlier worksession, the Council expressed a number of concerns related to the proposed program, questioning the need for such a program at all, expressing concern for how difficult this may make entering into the building trades, and over-regulation of such business. While not willing to move the discussion of the proposed program to a formal hearing level, the Council did indicate it would be willing to reconsider the merits of contractor licensing at a future worksession, as long as other alternatives were also presented to address the concerns and expected benefits to the public assumed from the licensing program.

As a result of questions and the feedback from the builder community and the Council, staff and the Building Inspection Advisory and Appeals Board revisited the suggested program elements and have made a number of modifications. Attached is that modified version of the Contractor Licensing Program, as further reviewed and endorsed by the Board.

Staff's Recommendation

Accept the Board's recommendation, advance the program to the formal City Council agenda for ordinance introduction and scheduling a public hearing. *If the Council accepts this recommendation, staff can arrange for additional meetings with builders to present the current version of the program and obtain any other comments or respond to questions.*

Decision Options

- 1) Accept the recommendation of the Building Board and advance the program proposal; or
- 2) Modify the recommendation of the Board and advance the program proposal as amended;
or
- 3) Direct staff to pursue one of the alternatives as presented on the attached Licensing Options Chart; or
- 4) Reject the Licensing Program proposal and maintain the current program status quo.

Attachments

- A. Building Inspection Advisory and Appeals Board Minutes (March 12, 2003)
- B. Contractor Licensing Program Description

- C. List of Colorado Jurisdictions with Contractor Licensing
- D. Letters from the Construction Industry and Public Concerning Contractor Licensing
- E. Contractor Licensing Options & Evaluation Chart
- F. Home Improvements/Consumer Complaints Article

**BUILDING INSPECTION ADVISORY BOARD
PROCEEDINGS**

March 12, 2003

Draft

I. CALL TO ORDER

The meeting was called to order by Ron Randolph, Chair, at 11:39 a.m. Also present were board members Dennis Wernsman, Brad Peterson, and Jim Belleau. (Doug Lockhart was absent; 3 vacancies). Staff members present were Jim Morris, Jeff Parins, Steve Gregory, and Denise Tenorio.

II. APPROVAL OF FEBRUARY 12, 2003 MINUTES

Dennis Gibson moved to approve the minutes from the February 12, 2003, meeting as written. Brad Peterson seconded the motion. The motion carried 5-0. (Doug Lockhart was absent; 3 vacancies).

III. REVIEW FINAL VERSION OF CONTRACTOR LICENSING PACKET

Jim Morris, Chief Building Official, pointed out the change on the title page of the Contractor Licensing Packet. Mr. Morris continued on the changes and additions or deletions on page 2.

Ron Randolph referred to the last paragraph on page 2 and asked if it should say "no permits will not be issued to a general contractor who does not possess a current license"?

Jeff Parins, Deputy City Attorney, explained that it should read "license holder" rather than "general contractor" because that is how it is defined earlier on page 2.

Doug Lockhart arrived at 11:41 a.m.

Jim Morris continued to finish talking about the changes on page 2.

James Belleau left the meeting at 11:43 a.m.

Mr. Morris proceeded with the changes on page 3.

Dennis Gibson felt that it should say "contractor of a construction of or remodel of a residential dwelling" in the first sentence of the first star (bullet).

James Belleau returned to the meeting at 11:47 a.m.

Jim Morris further explained changes on page 4.

Referring to the second to last paragraph on page 4, Ron Randolph asked if it should say "required contractor certification exam".

Jim Morris pointed out that it says "required exam".

Ron Randolph asked if LaserGrade should be left in the last paragraph because it could change.

Jeff Parins explained that the word "currently" could be added to fix the sentence because the contractors still need to have some information of where to take the exam.

Jim Morris also indicated that he has talked to Bryce Miller, who is on the Education Committee for the International Code Council, and he is going to find out if he can proctor at least 2 tests a year in Greeley. Mr. Morris clarified that he is not sure if Mr. Miller is going to be able to do that for sure at this time.

Dennis Wernsman asked if the address for the International Code Council needs to be added to the last paragraph.

Mr. Morris explained that the web address and the fax number are listed. He also added that we will have the application form in the Building Inspection office.

Proceeding on, Jim Morris went over the changes on page 5.

Ron Randolph felt that the third bullet under the submittal information should have the words "if required" in the beginning of the sentence.

Dennis Gibson asked if the contractor licensing is going to the Council with the strikeouts, etc. in it.

Jeff Parins said that it will be a clean packet when it goes to the Council.

Further discussion took place regarding the Council work session.

Jim Morris went back to page 4 for clarification. Mr. Morris explained that Ron Randolph is questioning if the second to last paragraph applies to just a supervisor or just the license holder.

Mr. Parins explained all that needs to be done is add a bold section that says "General Contractor acting as a supervisor" and take out the check mark.

Mr. Parins continued to say that "All applicant requirements" should be in added in bold on page 5.

Jim Morris continued to go over the changes made on pages 6, 7, and 8.

Dennis Gibson indicated that he would like the words "and sales tax" taken out of the title of page 9 since the sales tax is not going to be included in this packet as per the Building Inspection Advisory and Appeals Board.

Mr. Morris went over the rest of the changes on page 9.

Dennis Gibson mentioned that contractors should be able to post a bond for the Class C-1 and C-2 licenses. Mr. Gibson felt that should be added to the requirements for insurance towards the bottom of page 9.

Jeff Parins said that it should be consistent with what is done throughout the City. Mr. Parins wanted to add verbage that says "bonds and/or irrevocable letters of credit are acceptable in lieu of third party general liability insurance subject to approval by the City Attorney's Office."

Jim Morris explained that page 10 is deleted because the Sales Tax License is no longer part of the packet. Mr. Morris then went on to the changes on page 11, 12, and 13.

Mr. Morris indicated that pages 14 and 15 did not have any changes. He then continued to explain the changes on pages 16 and 17.

Jeff Parins told Mr. Morris to add the word "will" in the change made on page 17.

Discussion took place regarding changing the word "intent" to "will" on page 3 also.

Jim Morris indicated that pages 18 and 19 are the fines which will have to be revisited later.

Mr. Parins stated that the fines will have to be adopted by ordinance.

Jeff Parins discussed the items that will be included in the suspension, termination and appeals section of the Contractor Licensing Packet. Mr. Parins did not have a page drafted at this time, but he outlined what it will include once it is drafted. He explained that it will have some minimal due process.

Jeff Parins explained that if a contractor's license has been terminated, a contractor can re-apply for a license after a certain period of time. Mr. Parins indicated that a termination should be more severe than a suspension. The Board needs to determine what time period is sufficient for a suspension and a termination.

Doug Lockhart suggested a 6 month period for suspension and a 1 year period for termination.

General discussion took place regarding the period of time for a suspension and termination and who makes the decision on the appeal.

It was determined that the Building Inspection Advisory and Appeals Board makes the decision, but if the Board turns down the appeal, the contractor has the right to appeal to City Council.

Dennis Gibson moved to define the period as 1 year. Doug Lockhart amended the motion to include a period of 6 months for suspension and a period of 1 year for termination. Brad Peterson seconded the motion. The motion carried 6-0. (3 vacancies)

General discussion took place about contractors who gets violations all the time. It was asked if they will get terminated.

It was determined that citations will be given first before termination.

Dennis Wernsman moved to approve the changes made and recommend that the contractor license packet be amended by staff and go forward to City Council. Ron Randolph seconded the motion. Doug Lockhart stated that he does not support the Contractor Licensing Packet without the grandfather clause. The motion carried 5-1; Doug Lockhart opposed. (3 vacancies)

IV. STAFF REPORT

Jim Morris notified the Board that there are currently 3 vacancies on this Board. Mr. Morris explained that the members are appointed by Ward now, meaning that each member must live in the ward they represent.

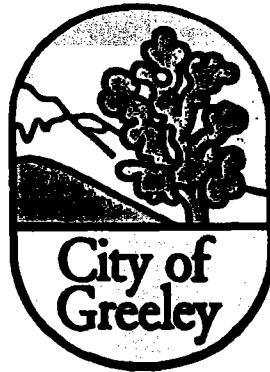
Dennis Gibson would like a letter stating what wards are open then they can try to pursue some folks.

V. ADJOURNMENT

Doug Lockhart moved to the adjourn the meeting. Dennis Wernsman seconded. The motion carried 6-0. (3 vacancies). The meeting adjourned at 12:47 p.m.

Ronald Randolph, Chair

Jim Morris, Chief Building Official



**GENERAL CONTRACTOR LICENSING
PROGRAM DESCRIPTION
&
APPLICATION**

DRAFT

MARCH 31, 2003

**Phone (970)350-9830
Fax (970)350-9844**

**Building Inspection Division
Community Development Department
City of Greeley
1100 10th Street, Suite 114
Greeley, Colorado 80631
www.greeleygov.com**



City of Greeley General Contractor Licensing Program & Application

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City of Greeley General Contractor Licensing Program & Application

GENERAL INFORMATION

A General Contractor License shall be obtained by any person, firm, partnership, corporation, association, other organization, or any combination thereof, that provides or oversees/manages/supervises any construction, demolition or services which are outlined in this packet, and for which a fixed fee, trade-in-kind, or other compensation is received. Failure to obtain the required license prior to engaging in contracting will result in the assessment of a penalty fee as per the citation fine schedule.

Overall management and general oversight of a construction project in the City of Greeley is the role of the "License Holder". The License Holder, in turn, must provide direct on-site supervision on a regular basis through a qualified person designated as a "Construction Supervisor". The License Holder may also be designated as the Construction Supervisor, as long as that person performs direct on-site construction supervision as noted herein, and meets the qualifications, including passing the required examination.

A Construction Supervisor must be working for the License Holder for the purpose of providing direct, personal and ongoing on-site construction supervision. Such person must also be one or more of the following:

- ★ A person with substantial ownership in the company;
- ★ A company officer;
- ★ A company employee expressly hired to supervise construction projects; or,
- ★ An independent contractor hired expressly to supervise the construction project for which the permit is issued.

Only those persons who possess a current Contractor's Certification can qualify as a Construction Supervisor in the City of Greeley. At least one Construction Supervisor shall be designated and approved prior to each building permit obtained.

No permits will be issued to a License Holder who does not possess a current license sufficient in scope for the proposed project, or at any time that a License Holder does not have an approved Construction Supervisor designated.



City of Greeley General Contractor Licensing Program & Application

No person may perform construction work unless they are:

- ★ A homeowner who elects to act as the contractor of the construction or remodel of a residential dwelling. A homeowner/builder may secure a permit on only one residential dwelling in a twelve (12) month period and will occupy the structure upon completion.
- ★ A volunteer under the continuous supervision of an approved construction supervisor.
- ★ An employee of a current license holder (must be on the payroll and meet the City, State and Federal requirements for an employee).
- ★ A contractor whose trade is not required to be licensed under the current City of Greeley contractor licensing program

The use of another person's license, or work performed under a homeowner's permit by an unlicensed person, except as provided for above, is prohibited and may result in civil action or other disciplinary action against the parties involved.



City of Greeley General Contractor Licensing Program & Application

APPLICATION PROCEDURES FOR GENERAL CONTRACTOR LICENSES

- ✓ Complete a General Contractor License Application Form.
 - Fill out the application in its entirety. Incomplete applications will not be accepted.
 - Choose the type of license that is most appropriate based on the descriptions and the experience requirements contained in the packet.
- ✓ Obtain Experience Forms
 - Three (3) experience verification forms are required for any of the licenses, which verify an applicant's construction supervision experience on three (3) separate and completed projects. See page 6, 7 or 8 to determine the scope of projects that are required for the license desired. Complete a separate form for each of the three projects.
 - All experience verification forms must be complete and signed by a person other than the applicant or a member of the company that is applying for the license. The person who signs the form must have been directly involved in the project and be able to verify the applicant's professional role in the project. Incomplete forms will not be accepted.
 - A copy of the permit and/or certificate of occupancy will serve to expedite the application.

Note: If the required number of experience verification forms, as well as the stipulated years of supervision experience cannot be verified, the applicant will not be eligible to obtain a general contractor's license or a supervisor's certificate from the City of Greeley.

General Contractor Acting as Supervisor

- If the general contractor is to act as his own supervisor, the general contractor must pass the required exam.
- Contractor Certification Exams are currently administered by LaserGrade Testing Specialists. You must first register and pay the fee to International Code Council. This can be done electronically at their web site at www.intlcode.org/ or by faxing or mailing a hard copy registration form to International Code Council at 900 Montclair Road, Birmingham, Alabama 35213, Fax (205) 599-9884.



City of Greeley General Contractor Licensing Program & Application

- Once you are registered, ICC will notify you to contact LaserGrade at 1-800-211-2754 to schedule your test.
- The cost of the exam is payable directly to International Code Council.
- Provide the City of Greeley with the original test results and the original of the Contractors Certification, so that a copy can be placed in your permanent file. Originals will be returned to the applicant.

All Applicant Requirements

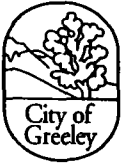
- ✓ Submit the following information to the City of Greeley Building Inspection Department.
 - Application
 - Experience Verification Forms or copies of permits and/or C/O's.
 - If required, original of LaserGrade contractor examination results and original copy of the Contractor Certification of the License Holder and/or Construction Supervisor, whichever may apply
 - \$50.00 non-refundable application fee made payable to the City of Greeley (must be submitted before the staff can process the application)
 - Any other additional information you wish to submit in support of your license request, i.e. a resume, educational or other specialized training verification, company information, etc.

All necessary forms are included in this packet.

Submittal of inaccurate or misleading information can result in revocation of any license issued based on such information and forfeiture of any fees that have been collected.

Building Inspection Dept. personnel will notify the applicant when approval has been obtained, or if there are any remaining requirements that need to be satisfied before approval can be given.

Once approval has been obtained, the license fee of \$200.00 and proof of Commercial General Liability Insurance in the amounts as required by the City of Greeley and proof of Workman's Compensation Insurance, if applicable, must be submitted before the license can be activated.



City of Greeley General Contractor Licensing Program & Application

CLASS DESCRIPTIONS AND QUALIFICATIONS FOR GENERAL CONTRACTORS

Class A - General Contractor

Class B-1, B-2 - Commercial Contractor

Class C-1, C-2 - Residential Contractor

CLASS A: A Class A General Contractor License holder is authorized to construct, remodel, or repair any type of structure, addition or tenant finish in the City of Greeley that is regulated under the Uniform Building Code. To qualify for a Class A License or Supervisor Certificate, the applicant must have constructed or acted principally in the role of supervisor for the construction of three (3) entire buildings of four (4) or more stories in height within five (5) years prior to application of the license. Also, the applicant must have passed the Class A General Contractor Certification exam. In lieu of the required experience, applicant may provide to the City of Greeley Building Inspection Department written evidence of a minimum of four (4) years practical experience as a Supervisor Trainee in commercial or industrial construction. Training must have been performed under a registered construction supervisor or other program approved by the Building Official. Two (2) years work experience may be credited if the applicant is a graduate of a construction management or trade program in a college, university, community college, or other approved construction trade program.

CLASS B-1: A Class B-1 Building Contractor license holder is authorized to construct, remodel, or repair any commercial buildings and single- or multi-family residential buildings not exceeding three stories in height and all structures as described under the B-2, C-1 or C-2 classification. A Class B-1 License Holder is authorized to perform alterations on buildings over three (3) stories in height, if such alterations do not involve the structural frame as defined in the building code. To qualify for a Class B-1 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) entire buildings for which a minimum of a Class A or Class B-1 License or Supervisor Certificate is required within five (5) years prior to application of the license. Also, the applicant must have passed the Class B Commercial Contractor Certification exam. A Class B-1 License holder or supervisor may also perform work of a Class B-2, C-1 or C-2 Contractor or Supervisor.



City of Greeley General Contractor Licensing Program & Application

CLASS DESCRIPTIONS AND QUALIFICATIONS FOR GENERAL CONTRACTORS continued

CLASS B-1 In lieu of the required experience, applicant may provide to the City of Greeley Building Inspection Department written evidence of a minimum of four (4) years practical experience as a Supervisor Trainee in commercial or industrial construction. Training must have been performed under a registered construction supervisor or other program approved by the Building Official. Two (2) years work experience may be credited if the applicant is a graduate of a construction management or trade program in a college, university, community college, or other approved construction trade program.

CLASS B-2: A Class B-2 Building Contractor license holder is authorized to construct, remodel or repair any commercial buildings and single- or multi-family residential buildings regulated by the Building Code as Type V-N construction. These buildings can not exceed two stories in height or the maximum allowable area as specified by the Building Code. A Class B-2 License holder is authorized to perform alterations on buildings over two (2) stories in height, provided that any such work does not alter the structural frame as defined in the Building Code. To qualify for a Class B-2 License or Supervisor Certificate, the applicant must meet the requirements for a Class C-1 License. Also, the applicant must have passed the Class B Commercial Contractor Certification exam. A Class B-2 License holder or supervisor may also perform work of a Class C-1 or C-2 Contractor or Supervisor. In lieu of the required experience, applicant may provide to the City of Greeley Building Inspection Department written evidence of a minimum of four (4) years practical experience as a Supervisor Trainee in commercial, industrial or residential construction. Training must have been performed under a registered construction supervisor or other program approved by the Building Official. Two (2) years work experience may be credited if the applicant is a graduate of a construction management or trade program in a college, university, community college, or other approved construction trade program.

CLASS C-1: A Class C-1 Residential Contractor License holder is authorized to construct, remodel or repair one and two-family residences and buildings that are accessory thereto. To qualify for a Class C-1 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) new single-family homes within five (5) years prior to application of the license. Also, the applicant must have passed the Class C Residential Builder Certification exam. A Class C-1 License holder or supervisor may also perform work of a



exam. A Class C-1 License holder or supervisor may also perform work of a

City of Greeley General Contractor Licensing Program & Application

CLASS DESCRIPTIONS AND QUALIFICATIONS FOR GENERAL CONTRACTORS **continued**

CLASS C-1 **continued:** Class C-2 Contractor or Supervisor. In lieu of the required experience, applicant may provide to the City of Greeley Building Inspection Department written evidence of a minimum of two (2) years practical experience as a Supervisor Trainee in residential construction. Training must have been performed under a registered construction supervisor or other program approved by the Building Official. One (1) year work experience may be credited if the applicant is a graduate of a construction management or trade program in a college, university, community college, or other approved construction trade program.

CLASS C-2: A Class C-2 Residential Builder License holder is authorized to construct residential garages not exceeding one thousand (1,000) square feet in total floor area; to construct additions which do not exceed one thousand (1,000) square feet of floor area; and to perform any structural alterations, demolitions and/or repairs, to any building or structure in the City classified by the Building Code as a Group R, Division 3 occupancy housing not more than two (2) dwelling units, or a Group U, Division 1 occupancy. A Class C-2 Residential Builder License holder is authorized to perform alterations and/or repairs to any building or structure in the City classified by the Building Code as a Group R, Division 1 occupancy and Type VN construction, provided that any such work does not alter the structural frame as defined in the Building Code. To qualify for a Class C-2 License or Supervisor Certificate, the applicant must have constructed or supervised the construction of three (3) completed projects, each with a construction value of not less than five thousand dollars (\$5,000) and each of which entails the significant structural alteration of or the addition to a single-family home or equivalent structure as determined by the Building Official. Also, the applicant must have passed the Class C Residential Builder Certification exam. In lieu of the 3 completed projects, an applicant may elect to enroll in a class related to residential building codes approved by the City of Greeley and successfully complete the class prior to receiving a Class C-2 license.

Note: If the required number of project verification forms, as well as the stipulated years of supervisory experience cannot be verified, the applicant is not eligible to receive a Contractor's License or Supervisor's Certificate from the City of Greeley.



City of Greeley General Contractor Licensing Program & Application

FEES AND INSURANCE REQUIREMENTS

Fees:

Application fee for all Licenses and Supervisor's Certificates	\$ 50.00
Biennial license fee for all Licenses	\$ 200.00
Biennial Supervisor's Certificate fee	\$ 50.00
Combo License (License Holder & Construction Supervisor)	\$ 250.00

Insurance:

All laws relating to the safety of employees and the public shall be observed at all times by all contractors. Every contractor shall maintain Worker's Compensation Insurance as required by Colorado law and Commercial Liability Insurance.

Worker's Compensation Insurance: Proof of current Worker's Compensation Insurance must be provided and maintained with the City of Greeley Building Inspection Department when payroll employees are utilized.

Commercial General Liability Insurance: Proof of current Commercial General Liability insurance must be provided. The City of Greeley must be listed as the certificate holder and the following information shall be included:

- Class A License Min. Limit of \$1,000,000 per occurrence/\$2,000,000 aggregate
- Class B-1, B-2 License Min. Limit of \$ 500,000 per occurrence/\$1,000,000 aggregate
- Class C-1, C-2 License Min. Limit of \$ 300,000 per occurrence/\$ 600,000 aggregate

The company name and address must be identical on the certificate of insurance and the application.



City of Greeley General Contractor Licensing Program & Application

LICENSE TERM, RENEWALS, CHANGES, & EXPIRATION

Each General Contractor License and Construction Supervisor Certificate shall be valid for a period of two (2) years from the date of issuance.

Renewal

License renewal notices are mailed to the contractor one month prior to the scheduled expiration of any License or Supervisor Certificate. The License and/or Supervisor Certificate shall be renewed provided that the fee is paid and renewal occurs within sixty (60) days of the renewal date.

Changes

If the certified License Holder or Construction Supervisor is no longer associated with your company, a new application must be submitted within fifteen (15) business days of termination and is subject to all of the license requirements. A License or permit will not be renewed at such time a License Holder or Construction Supervisor has changed until approval of a new License Holder and /or Construction Supervisor has been obtained. A General Contractor License Holder must maintain a certified applicant and Construction Supervisor for the duration of any permit issued.

If the business name has changed since the last renewal, a request to change the name on the license must be submitted on the Contractor License Change Notification Form included in this packet. This form shall be accompanied with current copies of Worker's Compensation Insurance, if applicable, and General Liability Insurance for the new business name. If starting a new business, all new license requirements for the License Holder and Construction Supervisor shall be met.

Expiration

Any License or Construction Supervisor Certificate which is not renewed within sixty (60) days following the expiration date of such License or Certificate will be placed on inactive status and will be considered expired. A holder of an expired License or Certificate may be reissued such License or Certificate by submitting a new application and paying all applicable fees. The applicant will not be required to pass a new examination.



City of Greeley General Contractor Licensing Program & Application

SUSPENSIONS, TERMINATIONS AND APPEALS

Each general contractor license and construction supervisor certificate shall be subject to suspension and revocation in addition to any other penalties prescribed in these regulations and the ordinances of the City. The Chief Building Official shall have the power on his or her own behalf, or after complaint, and after investigation and meeting with the licensee at which time the licensee shall be afforded an opportunity to be heard, to suspend or revoke any license issued by the City for any violation by the licensee or by any of the agents, servants or employees of such licensee of the provisions of this licensing regulation or of any other rules or regulations adopted by the City of Greeley or the ordinances of the City.

Conditions Imposed on Suspension or Renewal. The Chief Building Official shall have the power to impose on the licensee, as a condition of the period of suspension held in abeyance or as a condition of renewal, any condition(s) reasonably related to the offense(s) leading to the suspension of the conduct of the licensee.

Temporary Suspension. Any license may be temporarily suspended by the Chief Building Official, without notice, pending any investigation or meeting with the Chief Building Official after the filing of a complaint with the building inspector or upon his own motion, provided that the temporary suspension shall not exceed fifteen (15) business days.

Within twenty-four (24) hours after temporary suspension, the Chief Building Official shall set a meeting time within fifteen (15) business days after the suspension to determine whether the license should be reinstated, suspended for an additional term or revoked. The licensee shall be given written notice of the meeting no less than five (5) business days prior to said meeting by sending the licensee said notice at licensee's address as stated in the license application.

Duration of Suspension or Revocation. Suspension shall not exceed six (6) months from the initial date of temporary suspension; revocation shall not be less than one (1) year. In event a license is suspended or revoked as provided herein, no part of the fees paid therefore shall be returned to the holder. All persons whose license and/or certificates have been revoked, may apply for the same license/certificate after the period of termination expires. No person shall be permitted to apply or be granted any other license or certificate during the period of suspension or termination.

Appeals. A final decision by the Chief Building Official regarding suspension or termination of a license may be appealed by a party in interest to City of Greeley Building Inspection Advisory and Appeals Board. The decision of the Building Inspection Advisory and Appeals Board shall be final, unless the applicant elects to appeal that Board's decision to the City Council, and in which case, the decision of the City Council shall be final.



City of Greeley General Contractor Licensing Program & Application

SUSPENSIONS, TERMINATIONS AND APPEALS (continued)

Appeal Process.

A. The appellant shall submit a written appeal to the Building Inspection Department within ten (10) working days of the date of the final decision by either the Chief Building Official or the Building Inspection Advisory and Appeals Board. The appeal shall be in writing and shall include the basis for appeal, the decision of either the Chief Building Official or the Building Inspection Advisory and Appeals Board, the related sections of these regulations and the applicable fee.

B-1. An appeal to the Board: The Chief Building Official shall place the appeal on the Building Inspection Advisory and Appeals Board's agenda for consideration at the next meeting and shall give written notice to the appellant by sending said notice to appellant's address stated on the appeal form.

B-2. An appeal to City Council: The Chief Building Official shall request the City Manager to place the appeal on the City Council agenda within three (3) weeks of the reception of the appeal to City Council and shall give written notice to the appellant by sending said notice to appellant's address stated on the appeal form.

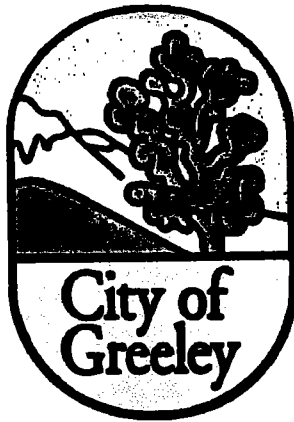
C. All appeals shall be limited to that information previously submitted for decision and no new information, documentation or testimony shall be considered on appeal. Upon conclusion of the appeal hearing, the applicable decision making body may uphold, overturn, or modify the decision of the Chief Building Official or the Building Inspection Advisory and Appeals Board, or remand the item for reconsideration to the applicable decision making body. The decision on appeal shall be provided in the minutes of the meeting.

Appeal Stipulations.

A. Upon written request of the appellant and or the City and after agreement of the appellant and the City, the time set forth for submitting an appeal, as provided in these rules, may be extended.

B. Failure on any part of the appellant decision maker to reply within the stated or agreed time limit will be considered denial of the appeal.

C. If the appellant does not file and/or submit the notice of appeal within the stated or agreed time limits, including all items those required the matter shall not be allowed. Except as otherwise stipulated, appeal hearings are informal hearings and relevant information previously made shall be considered. The decision making body responsible for appeal hearing has the sole authority to determine the procedures of its informal appeal hearing.



APPENDIX



City of Greeley General Contractor Licensing Program & Application

APPLICATION FOR GENERAL CONTRACTOR LICENSE

Date: _____

New application _____ Renewal _____

1) Type of General Contractor License being applied for: (only one)

Class A _____ Class B-1 _____ Class B-2 _____ Class C-1 _____ Class C-2 _____

Type of Credential Category being applied for: (only one)

License only _____ License & Supervisor Certificate _____

2) Business Name of License Holder _____

3) License Holder Name _____

4) Mailing Address _____

5) City _____ State _____ Zip _____

6) Phone Number _____ Fax Number _____ Cell Number _____

E-Mail _____

7) Liability insurance expiration date _____

8) Worker's Compensation expiration date _____

9) Person(s) designated to be Construction Supervisor(s) if applicable: _____

Office Use Only:

Contractor Test:

Certificate Class _____

Date taken _____

Code Version: UBC or IBC (Circle one)



City of Greeley General Contractor Licensing Program & Application

APPLICATION FOR CONSTRUCTION SUPERVISOR CERTIFICATE

Date: _____

New application _____ Renewal _____

1) Type of Construction Supervisor Certificate being applied for: (only one)

Class A _____ Class B-1 _____ Class B-2 _____ Class C-1 _____ Class C-2 _____

2) Certificate Holder Name _____

3) Mailing Address _____

4) City _____ State _____ Zip _____

5) Phone Number _____ Fax Number _____ Cell Number _____

E-Mail _____

6) License Holder/Employer _____

Office Use Only:

Contractor Test:

Certificate Class _____

Date taken _____

Code Version: UBC or IBC (Circle one)



City of Greeley General Contractor Licensing Program & Application

GENERAL CONTRACTOR/CONSTRUCTION SUPERVISOR VERIFICATION FORM

The applicant identified below has applied for a General Contractor License or Construction Supervisor Certificate with the City of Greeley. Regulations require verification of the applicant's construction experience on specific projects by someone other than the applicant or anyone affiliated with the applicant's company. You have been identified by the applicant as a person having direct knowledge of the applicant's involvement in the construction project described below. Incorrect or misleading information can result in the applicant's disqualification. You may be contacted for additional details and to verify the information provided. Incomplete forms will not be accepted.

USE ONE FORM PER PROJECT

APPLICANT NAME: _____

PROJECT NAME: _____

PROJECT IDENTIFICATION (street address, city, county, state): _____

PERMIT NUMBER: _____ COMPLETION DATE: _____

*** (Attaching copies of the permit and C/O or final inspection documentation will expedite processing) ***

PROJECT SCOPE: ☐ New Building ☐ Addition ☐ Structural Alteration ☐ Interior Finish

STRUCTURAL FRAME TYPE: ☐ Std. Wood Frame ☐ Heavy Timber ☐ Masonry ☐ Steel ☐ Concrete

BUILDING USE(s): _____

FLOOR AREA OF CONSTRUCTION (SQ FT): _____ FLOORS ABOVE GRADE: _____

CONTRACT VALUE (Building(s) only + labor + materials + profit): _____

PROJECT DESCRIPTION (Attach supplemental documents as needed): _____

ASPECTS OF PROJECT FOR WHICH APPLICANT WAS DIRECTLY RESPONSIBLE: _____

APPLICANT'S PRIMARY ROLE IN PROJECT: _____



City of Greeley General Contractor Licensing Program & Application

GENERAL CONTRACTOR PROJECT/ CONSTRUCTION SUPERVISOR VERIFICATION FORM continued

APPLICANT'S PERFORMANCE: ☐ Above Average ☐ Average ☐ Below Average
COMMENTS:

YOUR NAME (Print):

YOUR POSITION IN PROJECT:

COMPANY NAME:

ADDRESS:

PHONE: _____ MOBILE PHONE#: _____

SIGNATURE: _____ DATE: _____

*****THIS FORM WILL NOT BE ACCEPTED IF IT IS INCOMPLETE OR IS SIGNED BY APPLICANT OR ANYONE AFFILIATED WITH APPLICANT OR APPLICANT'S COMPANY - PLEASE MAKE SURE THIS FORM IS SIGNED BY A PERSON WHO IS NOT PERSONALLY AFFILIATED WITH THE APPLICANT IN ANY WAY, WHO IS DIRECTLY INVOLVED IN THE PROJECT AND IS ABLE TO VERIFY APPLICANT'S PROFESSIONAL ROLE IN THE PROJECT*****

Below for Office Use Only:

Reviewed By: _____ Date: _____

License Class of Project: _____ Comments: _____



City of Greeley General Contractor Licensing Program & Application

CONTRACTOR LICENSE CHANGE NOTIFICATION FORM

PLEASE PRINT

I, _____, License # _____

hereby change the contractor name of record to :

New Business Name: _____

Business Address: _____

Business Phone: _____

I hereby designate the following City-approved person(s) as a construction supervisor for the above named business:

_____ Supervisor Name	# _____ Certificate #
--------------------------	--------------------------

_____ Supervisor Name	# _____ Certificate #
--------------------------	--------------------------

_____ Supervisor Name	# _____ Certificate #
--------------------------	--------------------------

_____ Supervisor Name	# _____ Certificate #
--------------------------	--------------------------

Old Business Name: _____

Former Supervisor: _____ (Supervisor's Name)	# _____ Certificate#
---	-------------------------

Comments: _____

Signature of Authorized License Holder

Date



City of Greeley General Contractor Licensing Program & Application

CONSTRUCTION SUPERVISOR CHANGE NOTIFICATION FORM

**This form must be submitted to the City of Greeley Building Inspection Department within
15 business days of termination of employment or contract.**

PLEASE PRINT

I, _____, Certificate # _____

hereby notify the City of Greeley Building Inspection Department that I am no longer associated with one or both of
the following:

Business Name: _____

Business Address: _____

Business Phone: _____

Date Terminated: _____

Project: _____

Project Address: _____

Building Permit #: _____

Date Terminated: _____



City of Greeley General Contractor Licensing Program & Application

HOMEOWNER AFFIDAVIT

I (We) _____ as owner(s) of the residential property
(print name)

located at address _____
in the City limits of Greeley, Colorado, do hereby attest that I (we) will/do personally reside at
this property and will continue to reside at this property for twelve months after completion of
construction and that I (We) will be performing the following: (Check the applicable boxes)

- ☐ General Carpentry
- ☐ Electrical
- ☐ Plumbing
- ☐ Heating and/or Air Conditioning

I/We hereby acknowledge that for any of the services listed above for which I (we) must pay a
fixed fee, trade-in-kind, or offer other compensation, I (we) must employ contractors licensed
(and/or registered) by the City of Greeley.

I/We further acknowledge that failure to abide by this Affidavit is a violation of City of Greeley
ordinances and could result in an issuance of a summons and possible fines.

Property Owner(s): _____
(signature)

The foregoing instrument was acknowledged before me this _____ day of _____,
(year) by _____ for the purpose therein set forth.

Witness my hand and official seal. My commission expires: _____

Notary Public:



City of Greeley General Contractor Licensing Program & Application

BUILDING ADVISORY AND APPEALS BOARD APPEAL FORM (Contractor Hearing)

Applicant Name: _____ d/b/a _____

Address: _____

Phone: _____ Mobile: _____

Action Required

☐ Exam Waiver

☐ License Upgrade

☐ License Approval (denied by staff)

☐ Other _____

Description of request/problem and other mitigating factors (attach additional information and/or materials): _____

Applicant Signature

Date

Applicant may appear in person, in writing, or by agent and should be prepared to present all relevant details, or other evidence in support of this hearing request.

_____ FOR OFFICE USE ONLY

Hearing Date: _____

Hearing Time: _____

Reviewed by: _____

Distribution: Original - Applicant, Copy - File

City of Greeley General Contractor Licensing Program & Application

AFFIDAVIT OF EXEMPTION FROM STATUTORY WORKMEN'S COMPENSATION REQUIREMENTS

STATE OF COLORADO)
) ss
COUNTY OF WELD)

and says: _____, being first duly sworn upon oath, hereby affirms

1. The undersigned is owner and operator of _____
 ("Business") whose address is _____.

2. Affiant affirms that the business described in paragraph 1 above does not employ any employees and therefore the company stated in paragraph 1 is exempt from workman's compensation requirements of Colorado law.

3. Affiant affirms that this Affidavit is executed in furtherance of obtaining a contractor's license for the Business within the City of Greeley, Colorado, and Affiant understands and agrees that in the event the Business employs persons to be covered under workman's compensation statutes that the Business shall obtain appropriate workman's compensation coverage in accordance with Colorado law.

4. Affiant understands that in the event Affiant and/or Business is found to be in violation of the Workman's Compensation Act and coverages required by Colorado law, that the City shall immediately revoke the contractor's license thereby causing cessation of the Business' activities in the City and subjecting Affiant and the Business to penalties as provided by law.

5. Affiant affirms and states that Affiant shall immediately inform City of Greeley Building Inspections Department in the event the Business employs any person(s) covered under the Workman's Compensation Act and shall provide said Building Inspections Department with a copy of said coverage within thirty (30) days of employment of such covered person(s).

FURTHER AFFIANT sayeth not.

DATED this _____ day of _____, 200_____

SUBSCRIBED TO AND SWORN before me this _____ day of _____, 200_____.

Notary Public
My Commission Expires:



City of Greeley General Contractor Licensing Program & Application

CITATION FINE SCHEDULE

Violation	City Ordinance	1 st	2 nd	3 rd
Failure of an individual or firm to obtain a General Contractor License prior to engaging in contracting		\$200.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to employ a Licensed Construction Supervisor prior to engaging in contracting		\$200.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to provide direct on-site supervision by a Licensed Construction Supervisor		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Performing construction service beyond the scope of the Class of License held		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to maintain a City of Greeley Sales/Use Tax License and to pay all taxes due		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed Construction Supervisor to have in his possession on the project his Construction Supervisor Certificate		\$25.00	\$50.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed Construction Supervisor to work exclusively for the License Holder		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)

Violation	City Ordinance	1 st	2 nd	3 rd
Failure of a Licensed General Contractor to notify the City of Greeley for a change in the License Holder or Construction Supervisor Designee		\$50.00	\$100.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor to employ properly Licensed Electrical, Plumbing, and Mechanical Subcontractors.		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Licensed General Contractor and/or Subcontractor to obtain required permits		\$100.00 plus double permit fee	\$250.00 plus double permit fee	Discretionary (up to \$999.00 per day)
Failure of a Permit Holder to obtain required inspections on permits		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Failure of a Permit Holder to correct violations within a reasonable time(30 days)		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Providing false or misleading advertising		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)
Deception, misrepresenting, or fraud in obtaining or attempting to obtain a General Contractors License or Construction Supervisor Certificate (This includes the "loaning" of a License or "use" of someone else's License)		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure to comply with other Federal, State, and Local Laws (safety, health, insurance, tax)		\$250.00	\$500.00	Discretionary (up to \$999.00 per day)
Failure of a Homeowner to comply with or to knowingly falsify a Homeowners Affidavit		\$100.00	\$250.00	Discretionary (up to \$999.00 per day)



CONTRACTOR LICENSING SUPPLEMENTAL MATERIAL

Colorado Jurisdictions with Contractor Licensing

The following are Colorado Jurisdictions that have some type of Contractor Licensing program in effect. This information was taken from a survey conducted by Jefferson County and finalized July 26, 1996. I contacted Jefferson County to see if this information has been updated since then and it has not. They surveyed 331 Jurisdictions and received responses from 124.

- | | | |
|----------------------|-----------------------------|--------------------------|
| 1. Alamosa | 19. Lafayette | 37. Pikes Peak Reagional |
| 2. Aurora | 20. Lamar | 38. Pueblo Regional |
| 3. Basalt | 21. Littleton | 39. Routt County Region |
| 4. Boulder | 22. Longmont | |
| 5. Blackhawk | 23. Loveland | |
| 6. Brighton | 24. Pagosa Springs | |
| 7. Broomfield | 25. Rifle | |
| 8. Canon City | 26. Sheridan | |
| 9. Commerce City | 27. Silt | |
| 10. Craig | 28. Sterling | |
| 11. Cripple Creek | 29. Thornton | |
| 12. Englewood | 30. Westminster | |
| 13. Erie | 31. Wheatridge | |
| 14. Fort Collins | 32. Douglas County | |
| 15. Fort Lupton | 33. Las Animas County | |
| 16. Glenwood Springs | 34. Summit County | |
| 17. Golden | 35. Aspen/Pitkin County | |
| 18. Grand Junction | 36. Denver/Denver
County | |

PUBLIC COMMENT

March 7, 2003

VIA FACSIMILE AND U.S. MAIL

Mr. Jim Morris
Chief Building Official
1100 10th Street
Greeley, CO 80631

Re: Proposed Contracting Licensing Program

Dear Jim:

I am writing this letter on behalf of Roche Constructors, Inc., and myself in support of the proposed contractor licensing program. I believe there is no downside to this program. We are required, in most states, and cities, to pass an exam qualifying Roche Constructors, Inc., and its supervisors. There are several cities in Colorado, and many other states that recognize and accept the ICBO Exam for licensing. Roche Constructors, Inc., requires our Project Managers and Superintendents to be certified in the respective cities in which they are performing work. Requiring the education assists in safety and quality, as well as good business.

There are very few cities in this State that do not have some form of qualification, certification, and/or testing requirements.

The content of the ICBO test is well rounded and ensures the candidate is familiar with and understands the content of the respective code requirements. This is good for the City, the contractor, and the owner of the project.

In this regard, I strongly recommend the implementation of the ICBO certification for all contractors who will be performing work in the City of Greeley.

If you would like to discuss this further, please feel free to contact me at 356-3611.

Sincerely,

ROCHE CONSTRUCTORS, INC.



Thomas J. Roche
President

/vsh



March 6, 2003

Jim Morris
Chief Building Official
United Plaza Building
1100 10th Street
Greeley, CO 80631

LETTER OF SUPPORT

REF: General Contractor License Proposal

Dear Jim:

Greeley Area Habitat for Humanity supports your proposal to have General Contractors within the City of Greeley licensed. The requirement of having all General Contractors to be licensed will insure that the quality of home construction and repairs will meet Uniform Building Codes and Standards. Moreover, as a direct result construction performed will be done by qualified and knowledgeable contractors. Homeowners will truly benefit from your proposed licensing requirement. They will have more confidence and assurance that the contracted work performed will be done by a competent contractor.

We have already obtained the Uniform Building Code book to study and prepare for the required exam should your proposal be approved by City Council. Habitat for Humanity affiliates in Ft. Collins and Loveland require that their Construction Supervisors be licensed since it is already a city requirement.

Our mission is to build decent affordable housing and in doing so we also strive to build the best quality home. The proposed General Contractor licensing will improve the quality construction standards, resulting in better built homes.

I hope that Greeley City Council will give strong consideration and approval to your proposal. Habitat looks forward to a continuing working "partnership" with the Building Inspection Division.

Sincerely,


Tom Chagolla
Executive Director

COOLEY BUILDING AND DESIGN INC.

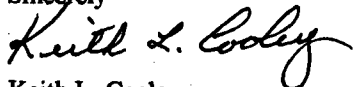
4314 22nd. Street
Greeley, Colorado 80634

(970) 506-1895 FAX
(970) 302-1479 Cell
cbdcooley@aol.com

Dear Mr. Mayor and city council members:

I am writing this letter in regard to the proposed contracting licensing proposal. I have lived and worked in the contracting business, in the Greeley area for about 26 years. During this period of time I was fortunate to be associated with builders and companies that believed in building projects to the satisfaction of the customer. Most recently I completed my first multi-family project. I was amazed as well as a little embarrassed at how little I knew of the difference in codes between single and multi-family dwellings. Basically, I was given on the job training by our building inspectors. This situation cost time and money to me, as well as the city. During this process I was shown the code book on the given situation we were attempting to build. I certainly don't know all the codes, but I have always prided myself on building things strong and to the clients satisfaction. HOWEVER, as I can now see that because something is strong and the customer is happy doesn't mean its right. I will be starting the uniform building code class at Front Range Community College Sept. 16, to help me take the commercial test afterward. I sincerely believe this will be an invaluable tool for all parties concerned.

Sincerely



Keith L. Cooley



GENERAL CONTRACTORS
Commercial & Industrial
Design - Build

916 38th Avenue Court • Suite #5
Greeley, Colorado 80634
(970) 353-7364
FAX (970) 353-2393

November 14, 2002

City Council and Mayor
1100 10th Street
Greeley, CO 80631

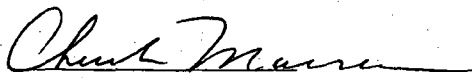
Dear Sirs,

We are writing to you to express our views regarding the requirements for contractor licensing currently in front of the council. Macrum Building Systems, Inc. is a design build, commercial, general contractor who has been in business for the past 32 years. We specialize in commercial and industrial buildings and have completed work throughout the Northern Colorado Front Range area.

Commercial, institutional and industrial construction is typically more complex than other types of construction and requires a detailed knowledge of the Uniform Building Code. From the initial design to the issuance of a certificate of occupancy, the controlling (General) contractor must understand and enforce the code requirements. This takes an experience and knowledgeable firm.

The only way to ensure that a firm is able to handle these types of projects is to require that the firm be licensed. The license should be based upon both experience and knowledge of the UBC. Therefore we fully support the requirement that General Contractors in charge of commercial, institutional and industrial construction in Greeley, be licensed by the Building Department. If you have any questions, please give us a call. We appreciate your time in this manner.

Respectfully,


Chuck Macrum
President

cc.

Jim Morris, City of Greeley Building Official
Scott Renfroe, Weld County Builders



YANKEE
Construction, inc.

2603 25TH AVENUE
GREELEY, COLORADO 80634

October 17, 2002

Greeley City Council Members

RE: Contractor Licensing

Dear Council Members:

It is true that all one needs to be a contractor in Greeley is a pick-up truck and a tool bag. Contractor licensing is long overdue. Professionals in any other business are required to display understanding and show knowledge of their business. It doesn't seem unreasonable for homebuilders, remodelers, and handy men to be required to at least pass a test on the fundamentals of the Uniform Building Code. Much of what we do is directly related to the safety and health of our customers.

Even after 30 years as a contractor, I will have to study to pass the required test to become licensed. It seems to be a small price to pay to help raise the standard for contractors here in my home town.

Sincerely,

Robert L. Smith

AMUNDSON CONSTRUCTION COMPANY

25975 Weld County Road 15 ½

Johnstown, CO 80534

Telephone 970-587-2570

October 8, 2002

Jim Morris
City of Greeley
Chief Building Inspector
1100 10th Street
Greeley, CO 80631

Dear Jim:

With regard to the implementation of licensing building contractors in the City of Greeley, I feel it is necessary to write this letter.

After taking the Uniform Building Code course in Fort Collins, I felt it appropriate to take it a second time. The class has been very worthwhile and I feel it would be important for any building contractor in the City of Greeley to take the course; however, I feel some consideration should be given as to how licensing is accomplished. As currently proposed, there may be builders who are most competent in their field, but would have difficulty passing the test. A possible resolution may be a requirement to take the ICBO course rather than the 3½ hour written exam. I question whether one who is able to pass the test is automatically a reputable contractor. It seems there may be a more appropriate way to test someone's ability to do a good job in the construction industry.

After 35 years in the building industry in Greeley, Weld and Larimer Counties, it seems unfortunate that a test may possibly "put me out of business". I am very concerned about contractors like myself who are much better with their hands than test taking.

I would appreciate any consideration you deem appropriate in order to maintain the high standards and pride we have in the construction industry, without jeopardizing the future of those who have proven themselves.

Yours very truly,

AMUNDSON CONSTRUCTION COMPANY



Roger E. Amundson

Journey Homes, LLC

October 8, 2002

Greeley City Council
City of Greeley
1100 10th Street
Greeley, Colorado 80631

RE: Contractor Licensing Program

Dear Council Members,

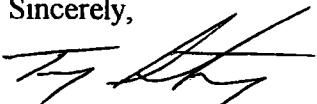
I am writing in support of the proposed contractor-licensing program for the City of Greeley. The program will help improve the quality of construction, as well as the certification that the contracting company and supervisors have a better understanding of the current building code and standard practices. If the contractor/supervisor has a better understanding of the building code and local requirements, City inspectors will be able to do more efficient inspections, without giving as much direction to the contractor/supervisor.

Even though Journey Homes, LLC has been building homes in Greeley for years, the introduction of this program motivated the company to pursue more educational opportunities for the supervisors. Supervisors have taken code classes at Front Range Community College to freshen up on the broad range of code issues, and to prepare for the proposed licensing exam.

This program will help ensure that quality contractors are building quality structures in Greeley.

If you have any questions, please do not hesitate to call me.

Sincerely,



Troy Armstrong
General Manager
Journey Homes, LLC



Office: 970 483-6414
FAX: 970-483-6417

P.O. Box 550 • 17386 Rd. 3 • Wiggins, Colorado 80654

Mr. Jim Morris

City of Greeley, Building Inspection
1100 10th St., Suite 114
Greeley, CO. 80631
October 7, 2002

Re: General Contractor Licensing

I understand that the Greeley City Counsel is divided regarding the approval of the Contractor Licensing Program. It is my opinion that the proposed licensing program would strengthen the local construction industry as well as ensure the customer of a quality contractor who is knowledgeable of the building code.

Greeley, as is the case with other area cities, has experienced major growth and every indication is that it will continue. It takes a professional contractor to build in this type of growth environment. The only way for the city to insure this professionalism is to install a licensing program. Fort Collins, Longmont, Cheyenne, and Colorado Springs all have successful contractor licensing programs in place. I believe it is time for Greeley step up and hold its local contractors to these same standards as well.

I have passed the ICBO exam and hold licenses in all the Front Range cites that require one. The exam is a fair assessment of the contractor's knowledge of the industry and codes. It is not difficult for a contractor who knows the codes of his profession. A contractor, who doesn't possess this knowledge or won't take the time to become familiar with the building codes, should not be allowed to build in Greeley. Who would want this person responsible for one's major investment to construct one's building?

Please consider these points when debating on the approval of the Contractor' Licensing Program. Please feel free to contact me on this issue any time. My phone number is 396-0687. Thanks for allowing me the opportunity to state my opinion.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dave Boss", written over the word "Sincerely,".

Dave Boss

Vice President

Lefever Building Systems

September 25, 2002

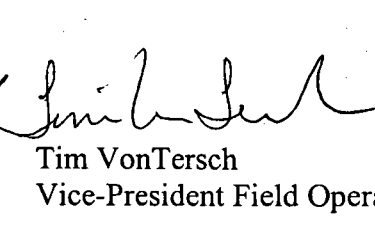
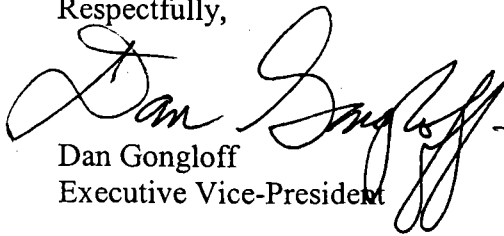
Dear Mr. Mayor and City of Greeley Council Members,

We understand that the City of Greeley Building Department is proposing to require builders to be licensed to build in the city limits. As a prominent builder in this community for the last 12 years, we strongly encourage that you implement the proposed licensing regulation.

The Uniform Building Code was developed for better building construction and greater safety to the Public. It is the responsibility of the builder to know the building codes. The license exam will give builders a better knowledge of the building codes. Thus, decreasing the amount of correction notices and re-inspections by the building department. Re-inspections cost the City, Builder, Homeowner, and eventually the taxpayers more time and money.

This proposed regulation would force the builders to learn the building codes and thus build a better community. Lifestyle Homes Inc. has sent 4 employees to take the test and all 4 have passed. We have 4 more that are going to take the test in the next 2 months. We ask that you implement this proposed regulation, to force every builder to step up to the plate, or not to build in the City of Greeley.

Respectfully,



Dan Gongloff
Executive Vice-President

Tim VonTersch
Vice-President Field Operations

Landmark
Builders

3812 CARSON STREET
EVANS, COLORADO 80620
(970)-330-8855

Greeley City Council
Greeley Colorado

September 30, 2002

Re: Contractor Licensing Program as proposed by Greeley City Building Officials

Dear Sirs and Madams:

After reviewing the proposed contractor licensing program we have determined that we are in favor of the proposed program.

Some of the benefits of the program that we can see are as follows:

1. Quality Control. The knowledge that the contractor obtains while obtaining a contractor license would help the contractor to build a project correctly the first time before calling for inspection. It would save the contractor from having to re-do a failed item as well as prevent a lot of inspection failures that the buildings department now deals with. Failures cost the city taxpayers because it causes the city to spend more people hours dealing with failed inspections.
2. Value to community. We feel that this program will put more qualified people on all construction projects in the city. This licensing program would raise the level of code awareness in the city. This would create better structures for the population because of the required construction knowledge that it would take to obtain a license.
3. Safety. Adequate construction knowledge has a direct impact on many safety issues. Some of which include gas and electrical code issues as well as structural issues. We feel that our inspectors do as good a job as any we have encountered in other jurisdictions but they are also human beings and do not always pick up on everything that could be incorrect. This causes missed violations. This program could cause these missed items to be a lot less frequent because the required knowledge to get the license could make them realize the mistake exists before it is put in place.
4. Protection to the Community. Because of the work it would take to get licensed in Greeley, the program would help to limit the number of fly by night and dishonest contractors that intend to work in Greeley once or twice and take advantage of Greeley residents and then disappear.

Landmark Builders of Greeley Inc



Dennis Wernsman - President

DAN S. MALPIEDE

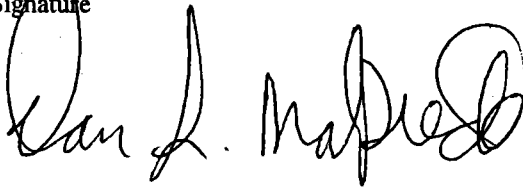
August 28, 2002

Dear Mr. Mayor and Council members,

I would like to take this opportunity to express my appreciation for our Chief Building Official and his staff for their interest in raising our quality of construction in the City of Greeley: As of May 1, 2002 my family and I have moved into a new home that I built, but I have been a resident of Greeley since 1978. I continue to work in Greeley as a Project Superintendent. During the last four years I have supervised the construction of over 300 dwellings. I am in full agreement for the new proposed licensing regulation proposed by the building Dept. By implementing the proposed program we can accomplish several benefits. 1. Save taxpayers money by decreasing the number of re-inspections our inspectors perform due to a lack of competence in the field. Our Inspectors already have large numbers of inspections to complete on a daily basis. 2. We will deliver a higher level product, which equates to more market share for the Builder and obviously more revenue for the city. 3. By building our structures correctly the first time, the hard cost should be lower thus lowering the building cost and the consumers purchase price.

I studied the 1997 codebook for a week; it was amazing to me how much I learned. After reviewing the material I decided to sign up to take the exam. I passed the test and the allowed time limit was more than adequate. Since that time I am much more familiar with required codes. This has made me a better employee and builder. I hope the City of Greeley implements this new regulation, it will force us all to step up to the plate in our pursuit of excellence.

Sincerely,
Dan S. Malpiede
Signature

A handwritten signature in black ink, appearing to read "Dan S. Malpiede". The signature is fluid and cursive, with a large initial "D" and "M".



Northern

High Plains Constructors, INC.

Greeley City Council
Greeley, Colorado

9-18-2002

Attention: Council Members

This letter is to clarify why I feel licensing of all contractors and remodelers is necessary in the City of Greeley.

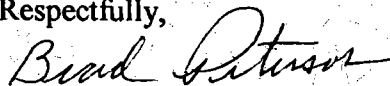
Being a current member of the Greeley Board of Appeals for the city, I have watched the development of this city ordinance and process required to bring it before you.

With Greeley's continuing growth, I feel that the more knowledgeable our contractor base can become, the better product our buyers will receive. The licensing program being brought before you will assure our builders will be more familiar with the UBC and ICBO codes.

This will assist the subcontractors in catching building errors prior to inspection. Which will not only improve the quality of the home, but will expedite the total inspection process.

Those contractors who are concerned that this licensing is a test of their building knowledge are misinformed. The test is designed to improve their understanding of the codes used by the City Inspection Department.

Respectfully,



Brad Peterson

Northern High Plains Constructors, Inc.

September 16th, 2002

James B. Morris
Chief Building Official
City of Greeley
1100 10th Street
Greeley, CO 80631

Dear J.B. Morris,

We recently decided to have our basement remodeled into an apartment, and have had the experience of dealing with a non licensed contractor. Our knowledge of this subject was very limited prior to February of this year. During our inspection visits from the City of Greeley, we learned many things from Stephen Gregory, our inspector. We were given a big song and dance routine from a "Scab" carpenter, who we thought had many years of experience behind him. This particular contractor did a HORRIBLE job on our basement, and we have since then taken him to Small Claims Court because of this. Steve basically told us that we needed to use a licensed contractor in order to ensure the quality of workmanship. When we purchased the permit ourselves, it would have been of great benefit to us to have been warned about these type of contractors. We are writing this letter in hopes of warning other people about these "scabs", and with the hope that the City of Greeley could provide this information beforehand.

Thank you.

Heidi Shelton

Heidi Shelton

JoAnn Shelton

JoAnn Shelton



WELD COUNTY BUILDERS ASSOCIATION



Building Your Quality of Life

To Whom it may concern

Jim Morris has asked me to compile an informal summary of local builders concerns, on the upcoming contractors licensing requirements. First of all I want to make this very clear. Although I am the current President of Weld county builders association, I am not a contractor myself and the views and or opinions expressed here, are just that, my opinions only. They are based however on discussions with contractors. These opinions have not been discussed with or endorsed by our general membership.

In informal talks with several builders, it appears most are in favor of some sort of controls in our industry whether it be a license or registration program. The most common concern is centered around the ability of any legislation to have any real effect on the problems in our industry. Meaning they could not support any legislation that didn't have a reasonably effective system of enforcement and administration. The contractors I spoke to are tired of programs that are designed to simply collect fees without having any real productive reason for their existence. Other concerns voiced during my discussions were. That the licensing procedure be as quick and painless as possible, time is money to most of these people and they feel a long drawn out process could be devastating to their businesses. The system should allow new people entering the industry a way to qualify for the licenses in stages, and that contractors already in the field be given a way to advance up the levels without having to go back to work for someone else as an apprentice. Possibly some type of review board that might take experience in projects that may not meet the formal requirements for a particular license into account on an individual basis. In order to receive that license. This would mostly effect light commercial work. And finally as Jan 1st approaches and time is getting short theirs seems to be an unjustified and overwhelming fear of taking any test at all. This is not a reflection of their intelligence, as a matter of fact they may be some of the brightest business people in the area. Its just that test frighten them, especially long tests. A simple solution to this problem might be allowing those taking the written exam, to pass portions of the test so if they cannot pass the entire test the first time they would not have to retake any portion they did pass. This should at least dispel some fears and shorten the overall process.

Do we need this legislation? I'm not sure. Most of the builders I spoke with seem to believe we need something. So if were going to pass legislation, lets make sure it will have a positive effect for community and the building industry.

Tam M. Elhinney

President of Weld County Builders Association



P.O.Box 336506 Greeley, Co. 80633
Fax # 970-330-6577

*Jim Morris City of Greeley
Building inspection department.*

Summit Construction has been involved in the building industry for approx. 8 years and in that time has built over 75 homes or commercial buildings. We currently doing 90% of our building in the City of Greeley limits. Summit has recently invested it's time in taking the 1997 UBC code class, the class was helpful and should give us the needed brush-up on the code book to safely pass the possible upcoming Contractor licensing exam. We enrolled the ownership as well as on site employees and each of us was able to pass the class requirements and exam. I feel that any capable contractor should be able to pass the exam with a little study time and effort. I currently hold Colorado Appraisers license as well as a Colorado REALTORS license. In each of these trades we are required to take and pass classes as well as a licensing exam. We feel that contracting should be no different. After all of the recent research that 's been done, we conclude that the Contractor Licensing test is positive addition to the City of Greeley requirements for building.

Steven White

Summit Construction

CONTRACTOR LICENSING OPTIONS & EVALUATION
March 31, 2003

OPTION	POTENTIAL ADVANTAGES	POTENTIAL DISADVANTAGES	NOTES
A. Mandatory Contractor Licensing	1. Provides evidence of base education & familiarity with local building codes; 2. Code knowledge places less reliance on code officials for building project compliance; 3. Re-enforces Greeley's reputation & expectations for awareness of & compliance with minimum building standards & inspections; 4. Provides consequences for habitual violations of the building code (e.g. revoke license to work in Greeley); 5. Supports consumer expectations that minimum requirements are in place in order to be able to build in Greeley; 6. Provides consumer benefit with a method of checking references & credentials of builders; 7. Because contractors must demonstrate that she/he has insurance, a consumer has (civil) recourse for damages to her/his property for faulty work; 8. Should help relieve the number of premature inspection requests, re-inspections, and "coaching" in the field for unknowledgeable contractor.	1. Is a cost to the contractor¹ 2. Contractors will pass cost of licensing on to consumers; 3. Unnecessary level of consumer protection, consumers have other recourse for poor work (e.g. civil, BBB); 4. "Over-regulation" for benefit received; 5. May limit some from entering trades due to education & licensing requirements 6. Added impact to staff to administer program and tracking licensed contractors; 7. Test is required; some anxiety or reluctance by builders to take test, even open-book exam; 8. New administrative responsibility.	1. Have amended code language to describe how a contractor can enter the licensing system if they have no experience (e.g. an apprentice level option for a provisional period; a modified test, evidence of taking and passing a class related to contractor education, and evidence of hands-on work skills; references); 2. Reciprocal licensing is possible with certain communities with like licensing standards.

¹Contractor license is \$200 and \$50.00 for each supervisor certification, valid for 2 years (cost of initial exam is \$100)

B. Voluntary Contractor Licensing	1. Marketing advantage for contractor; 2. Provides consumer benefit with a method of checking references & credentials of some builders;	1. No consequences for habitual problems with a builder; 2. May add costs to obtain proper insurance & worker's compensation; 3. May give false impression to consumers that minimum standards exist for all contractors working in the community; 4. Puts full burden on consumer to select a credible contractor; 5. Limited motivation for contractor to undergo time & trouble for a "soft" marketing benefit; 6. New administrative responsibility.	1. Similar effort with Voluntary (Rental Property) Registration had virtually no applicants.
C. Intensify Current Enforcement Regulations	1. Offenders would be cited for wasteful reinspection requests; program only affects those impacting the City (vs all builders); 2. Penalty possibility may make builders better prepared for inspections; less time spent in staff "education/coaching" role.	1. May be difficult to quantify wasteful inspections (debatable item); 2. Penalty fines may be passed on to consumer; 3. Approach focuses on punishment vs. prevention/education emphasis; 4. Would have to see evidence of insurance with each permit or City could have to be listed as a co-insured for notification purposes; 5. New administrative responsibility.	1. Should increase fines for reinspection requests with a progressive penalty for multiple requests (start with an increase from current fine of \$30 to \$100); 2. Add a penalty/fine for lack of insurance or worker's compensation.
D. Mandatory Registration (vs. License)	1. Simple for contractor; 2. Non-compliance easily remedied.	1. Not necessary; the Inspections Department already maintains a list of contractors through the permit process; 2. No consequence for builders who are not code or building standard knowledgeable; 3. New administrative responsibility.	1. Provides only basic contact information on builder.

E. Require evidence of insurance & worker's compensation (e.g. Business License)	1. If City is notified of insurance cancellation it could invalidate a building permit; 2. Provides limited consumer protection; 3. Could be handled through the Finance Department as with other types of business licenses.	1. Contractor would need to renew annually; 2. Contractor may perceive need to go to Finance Department as a nuisance; 3. Business license provides no assurances as to contractor knowledge of basic code requirements; may give consumers a false impression that minimum standards exist for contractors working in the community; 4. Would need evidence of insurance with each permit of City would have to be listed as a co-insured for notification purposes. 5. New administrative responsibility.	-----
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To Market

CONTACT 352-0211
BILL JACKSON Business/agriculture reporter • Ext. 243

• jackson@greeleytrib.com

RANDY BANGERT Managing editor

• Ext. 234 • bangert@greeleytrib.com

TRIBUNE A9

Nov 26, 2002

Home improvement problems top list of consumer complaints

ASSOCIATED PRESS

WASHINGTON — Roofs that leak, poor driveway paving jobs and other home improvement headaches were the No. 1 and fastest-growing type of consumer complaint last year, surpassing gripes about car sales and household goods.

The National Association of Consumer Agency Administrators and the Consumer Federation of America said Monday they compiled the annual survey from complaints reported to state and local consumer protection agencies.

"With housing being so tight, people are looking to stay in their existing homes and make changes," said Nancy Sabella, director of the association of consumer administrators. "There are an awful lot of scam artists out there. It's very easy for someone to put out a shingle and

then the next day they're gone."

Home improvement is the industry in which a company is most likely to go out of business and reopen under another name, the survey found.

Problems with household goods such as appliances and auto sales ranked second and third, respectively, on the list of consumer complaints. Those two had tied for first place in 2000.

Christopher Hedges, West Virginia's assistant attorney general, said door-to-door paving scams were a major problem in his state last year. Con artists typically targeted elderly homeowners, did shoddy work and then intimidated the customer into paying an inflated amount for repairs.

Other scams reported by local agencies involved landscapers and other contractors accepting payment but failing

to complete the work.

The Federal Trade Commission recommends that homeowners get references before hiring contractors and be wary of those who sell door-to-door, accept only cash, have no listed phone number or request full payment up front.

Complaints about household goods — appliances, furniture, electronics and other retail items — involved defective merchandise, deceptive advertising and failure to honor warranties or provide refunds.

Many complaints with auto sales involved financing deals. Some consumers complained they would take home a car with a good financing rate only to later get a call from the dealer, saying they had to return the car because they didn't qualify for the rate.

The other industries prompting the most com-



The top 11 consumer complaints to consumer agencies during 2001:

Rank	Complaint
1.	Home improvement
2.	Household goods
3.	Auto sales
4.	Auto repairs
5.	Credit/lending
6.	Business practices
7.	Services
8.	Telecommunications
9.	Collections (tie)
9.	Pyramid schemes and business opportunities (tie)
9.	Recreation and vacations (tie)

SOURCES: National Association of Consumer Agency Administrators; Consumer Federation of America AP

plaints included credit and lending; telecommunications; and recreation and vacation services.

City of Greeley, Colorado
COUNCIL WORKSESSION REPORT
April 22, 2003

The meeting was called to order at 4:35 p.m. by Mayor Jerry Wones in the Community Room at City Hall, 1000 10th Street, Greeley, Colorado.

Those present were Mayor Wones and Councilmembers Harry Felderman, Don Feldhaus, Carlos Leal, Carrol Martin, and Ed Phillipsen. Councilmember Debbie Pilch was absent.

1. NORTH COLORADO MEDICAL CENTER SECOND CENTURY OVERVIEW

North Colorado Medical Center (NCMC) Chief Executive Officer Jon Sewell provided an overview of the master facility expansion Second Century Project at NCMC. The overview detailed the background of the hospital, services it provides, the service area, the environment, growth, aging physical plant, history of the project, facility assessment, master plan priorities, scope of master plan recommendations, and recommended design.

Mr. Sewell then showed several drawings/pictures detailing the entry drive, exterior design, site plan, parking structure, and building elevations.

Mr. Sewell provided Council with a handout regarding his presentation and thanked Council for it's time.

2. CONTRACTOR LICENSING

Community Development Director Rebecca Safarik introduced Building Inspection Advisory and Appeals Board Member Ronald Randolph. Ms. Safarik then began reviewing the summary listed in the agenda packet. She noted that staff research in the establishment of a program for contractor licensing was initiated late in 2001 and was stimulated by impacts associated with an apparently growing number of poorly trained or unqualified builders doing work in Greeley.

Ms. Safarik reported that the only contractors required to be licensed in Greeley currently, are electricians, plumbers, and mechanical contractors. General contractors have no such requirement, though licensing is common in other communities.

Chief Building Official Jim Morris reviewed the proposed General Contractor Licensing Program description regarding class descriptions and qualifications for general contractors, that was included in the agenda packet.

Councilmember Felderman noted that he does not have any concerns with the testing in general, but has several concerns with the program as it is proposed. He noted that the reference in the table of contents regarding sales tax needs removed, questioned why educational experience being credited for work experience is different between the different classes of contractors, and questioned why a contractor with a C-2 license could not install a window in a load-bearing exterior wall.

Councilmember Martin expressed concerns that the program is requiring individuals to have a registered supervisor, when many contractors are self-employed and do not have a supervisor.

Councilmember Felderman asked what happens when the version of the Building Code changes, and Mr. Morris stated that staff could create a test only regarding the portion of changes made to the Code, or could hold meetings to review changes with the contractors. Councilmember Felderman noted that he would prefer meetings be held, rather than requiring a test each time.

In response to a question from Councilmember Felderman, Mr. Morris stated that a license could be revoked for any of the violations listed in the citation fine schedule on page 22 of the program booklet. Mayor Wones stated that the process needs to be tightened in a way to list the number of violations or type of violations that would cause a license to be revoked.

There was discussion regarding the General Contractor/Construction Supervisor Verification Form and Mayor Wones questioned why the form focuses on the homeowner, and that he would rather have the form be filled out by an inspector who has more knowledge of the codes, etc.

Councilmember Feldhaus questioned what the results in other communities has been and wondered if the programs actually provide their community with a better product.

In response to a question from Councilmember Leal, Mr. Randolph stated that as a builder, he does not have a problems with the testing, as long as it is required across the board since it does raise the bar for the quality of building.

Councilmember Phillipsen noted that perhaps the program could be voluntary, then the homeowners could choose a contractor based on whether they are a registered contractor or not. He stated that he is not sure there is a need for this program and does not see a need to regulate an entire industry. Councilmember Felderman stated that he had concerns with the regulatory process of the program as well, and that a better option may be just to require that all contractors show proof of purchase of all the building codes.

Council decided not to proceed with the contractor licensing at this time and noted that it will reconsider the idea in the future if there is quantifying data from other communities that proves programs like this are working.

A break was taken from 6:10 p.m. to 6:15

3. RV PARKING

Ms. Safarik reviewed the proposed Development Code changes regarding recreation vehicles (RV), which included RV storage parking objectives; the definition of RV's and storage parking, parking of RV's in front yards, side yards, and rear yards; the parking surface; RV sizes, seasonal adjustments to parking in front yard, parking in driveways, and the type of screening allowed.

Councilmember Feldhaus reported that almost 75% of Code violations include refuse and trash which accounts for 25%, inoperable vehicles which accounts for 12%, parking which accounts for 17%, and weeds which accounts for 17%. He noted that RV's and trailer violations represent 3% of the total, and that he would rather focus attention on other violations that are more apparent instead of making the RV laws more stringent.

Worksession Agenda Summary

February 25, 2020 (6:00 – 6:15 p.m.)

Agenda Item Number 6

Joel Hemesath, Public Works Director, 970-350-9795

Title:

35th Avenue Road Widening Update

Background:

35th Avenue is a significant arterial roadway in Greeley and to the region, extending from the City of Evans through Greeley north to the Town of Ault and Colorado State Highway 14. A portion of this roadway was also one of the three road widening projects committed to voters to be widened as a part of the first round of the Keep Greeley Moving (KGM) initiative. The 35th Avenue section being widened is from 4th Street to "F" Street, and will convert this two lane road to an urban arterial with four lanes, bike lanes, sidewalks, street lighting, landscaping (tree lawns and medians) that will also include intersection improvements at "C" and "F" Streets.

This project is budgeted at \$10.1M for design, right-of-way, and construction to complete the project. Design is well underway and construction is expected to begin in 2021.

Staff has conducted two neighborhood meetings to date to gather feedback from area residents on the proposed roadway improvements. No major issues arose from these meetings other than a desire to have the construction completed as soon as possible.

This road currently carries 13,000 vehicles per day, which the Transportation Master Plan had predicted it would reach by 2035; however the traffic on this regional road has increased much more rapidly than expected with 2040 volumes now expected to reach 21,000 vehicles per day.

Accident data shows that the "C" Street intersection from 2016 - 2019 has seen 11 crashes. Two of these crashes were broadside collisions that resulted in serious injury to the driver. Five of the crashes occurred as a vehicle was making a left turn and was hit by an oncoming vehicle. Both the left turn crashes and broadsides are correctable and would be mitigated with the construction of a roundabout at this intersection.

Over the same four-year period, 35th Avenue and F Street were the sites of four vehicle collisions, one of which resulted in serious injury. However, the majority of crashes at this intersection are fixed object collisions where a vehicle hits a stationary object such as

a fence or light pole. It is anticipated that this crash type will be mitigated with lighting and signage improvements proposed with the project.

The amount of additional right-of-way needed for the proposed improvement is currently being evaluated. There are twelve parcels for which only a portion of additional property is needed, or that would require a temporary construction easement. Four of the twelve properties are currently moving through active land use applications and through that process all or a part of the needed right-of-way may be secured.

Design element highlights to date include:

- Four lanes to align with the four lanes south of 4th Street
- Emergency Access traffic signal for Fire Station 3 to access 35th Avenue
- "HAWK" signal at the Broadview Trail to help pedestrian and bicycle trail users cross 35th Avenue. The western leg of this trail is likely to receive grant funding and be under construction in late 2020 or early 2021.
- Roundabouts at "C" Street and "F" Street to improve safety and reduce travel delay.
- Sidewalk extension east down the south side of "C" Street to allow pedestrian access from the Friendly Village mobile home subdivision.

Outside of this project, and already funded, are railroad crossing gates, with construction anticipated in the summer of 2020. These gates will improve the safety of the Great Western railroad crossing north of "F" Street, which is obstructed by a solid fence.

Decision Options:

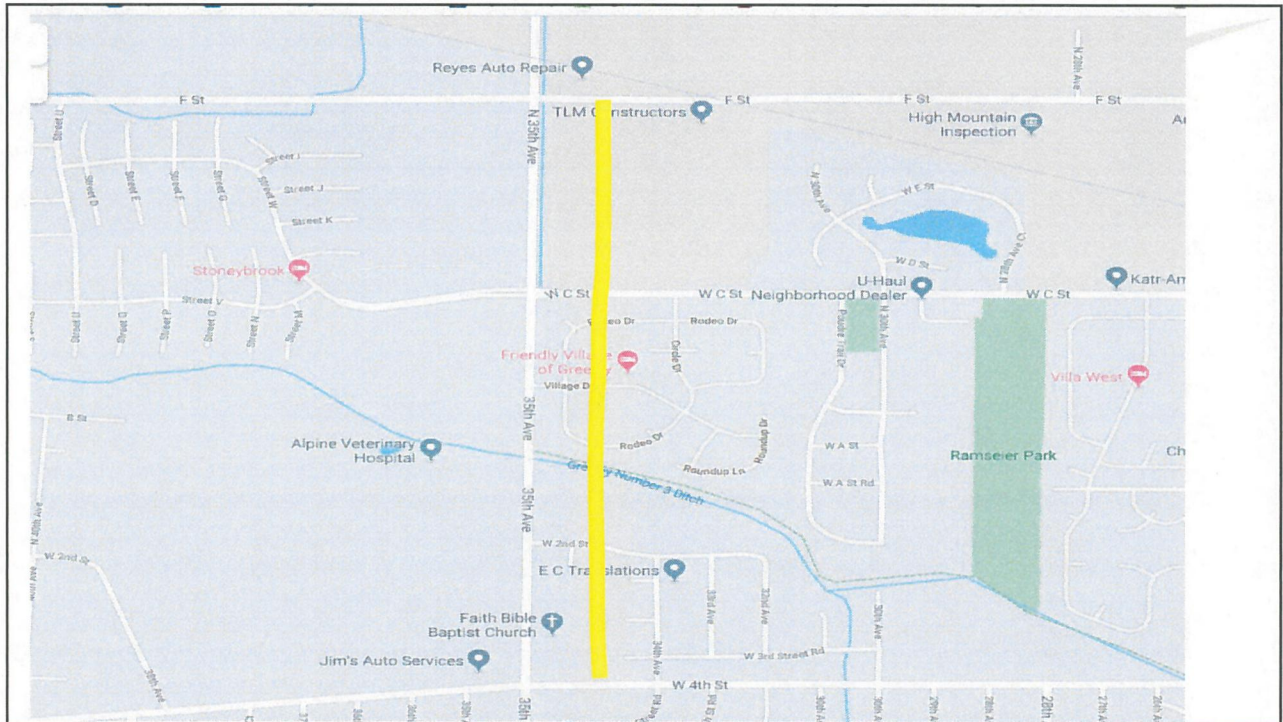
Informational item only and to receive any feedback on the proposed project design.

Attachments:

PowerPoint

35th Avenue Road Widening Update

**City Council Worksession
February 25, 2020**





Existing 35th Avenue:

- Existing 2 lane road
- Traffic volumes near road capacity
- Pavement quality – 52
- No sidewalks/bike lanes
- No intersection turn lanes
- No street lighting



Traffic Volumes

- Currently carries 13,000 vehicles per day
 - This volume was predicted in 2035 as a part of the Transportation Masterplan
- Volumes increasing by 4% per year on average
 - Increased more rapidly than expected and now 2040 volumes are expected to reach 21,000 vehicles per day.



Accident History

35th Ave and "C" St

- (2016-2019) 11 crashes occurred
- 2 of these crashes were broadside collisions that resulted in serious injury to the driver.
- 5 of the crashes occurred as a vehicle was making a left turn and was hit by an oncoming vehicle.

Both left turn crashes and broadsides are correctable and would be mitigated with the construction of a roundabout.



Accident History

35th Ave and "F" St

- (2016-2019) 4 crashes occurred
- 1 of which resulted in serious injury.
- Majority of crashes at this intersection are fixed object collisions
 - i.e. A stationary object such as a fence or light pole.

It is anticipated that this crash type will be mitigated with lighting and signage improvements proposed with the project

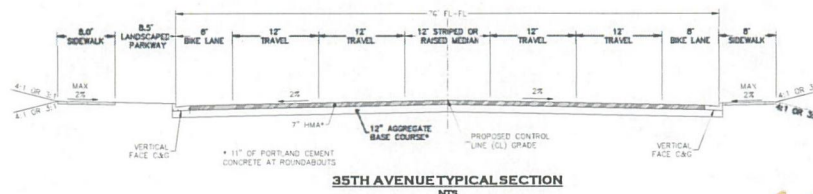


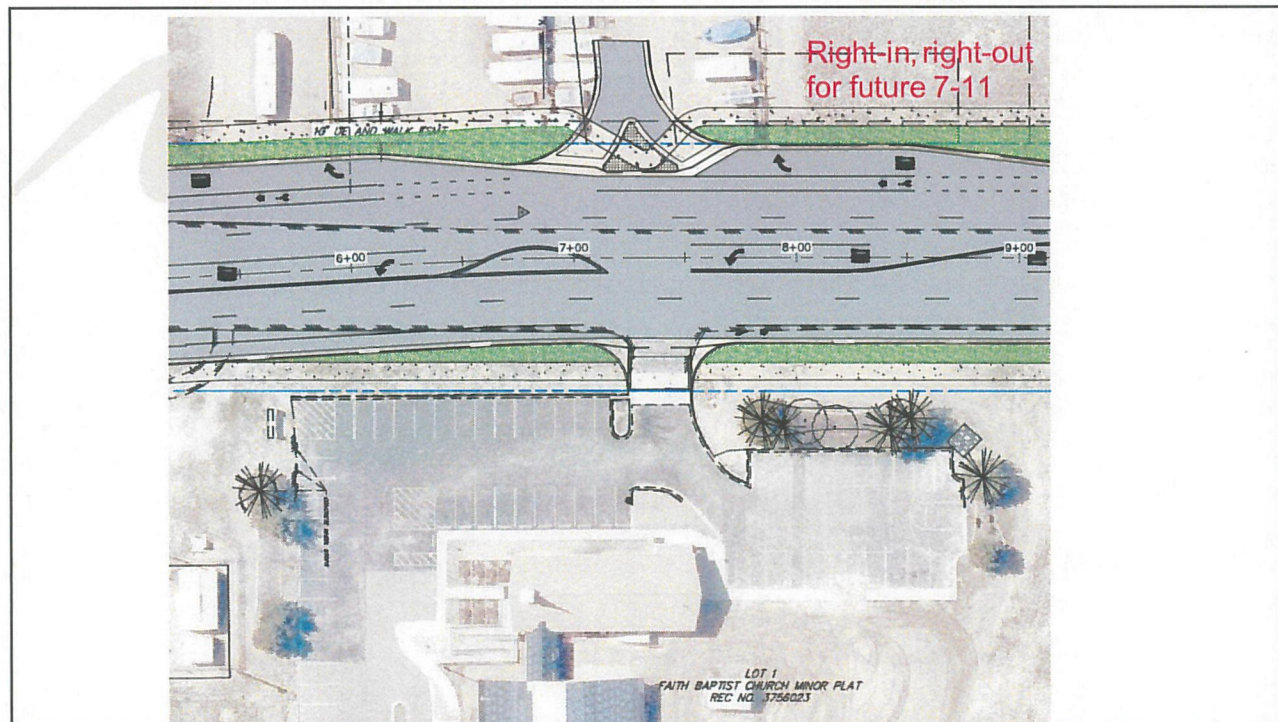
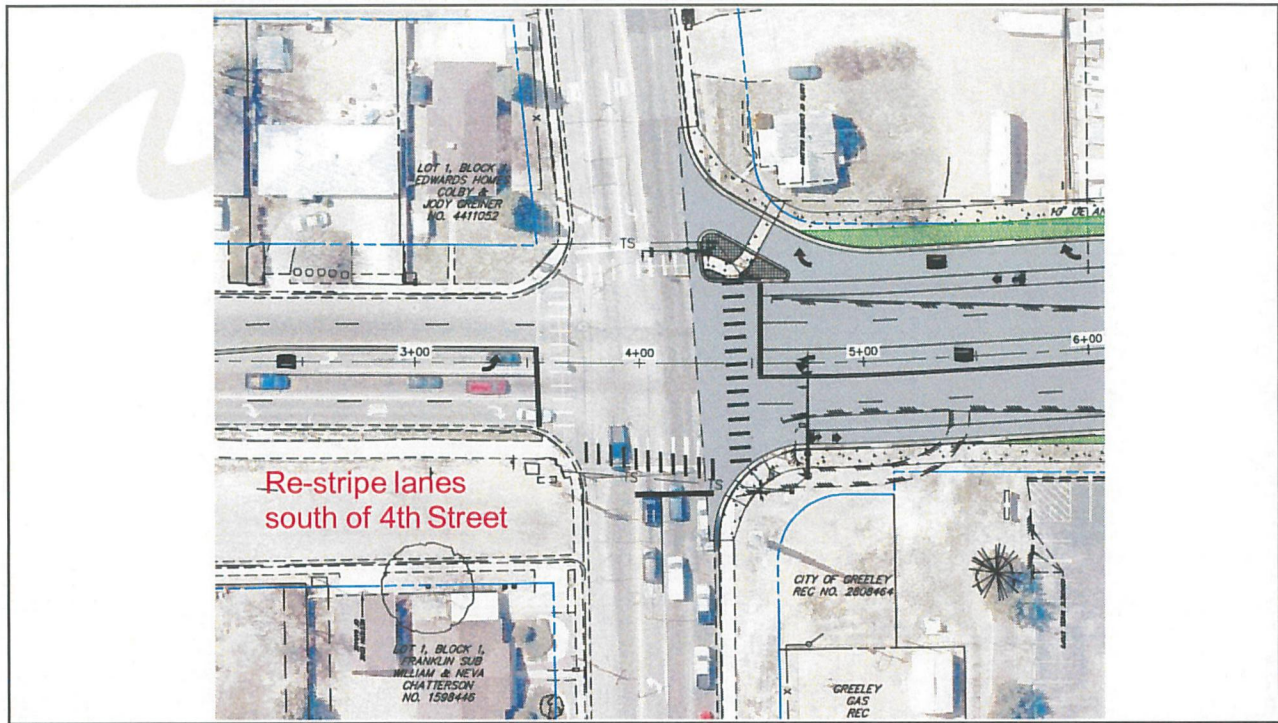
Level of Service - LOS

- "C" Street intersection has an overall LOS A, however the westbound left turn movement operates at LOS F with 53 seconds of delay in the AM and **70 seconds of delay** in the PM.
- Eastbound left and thru movement operates at LOS C in AM with 25 seconds of delay and D in the PM with **32 seconds of delay**.

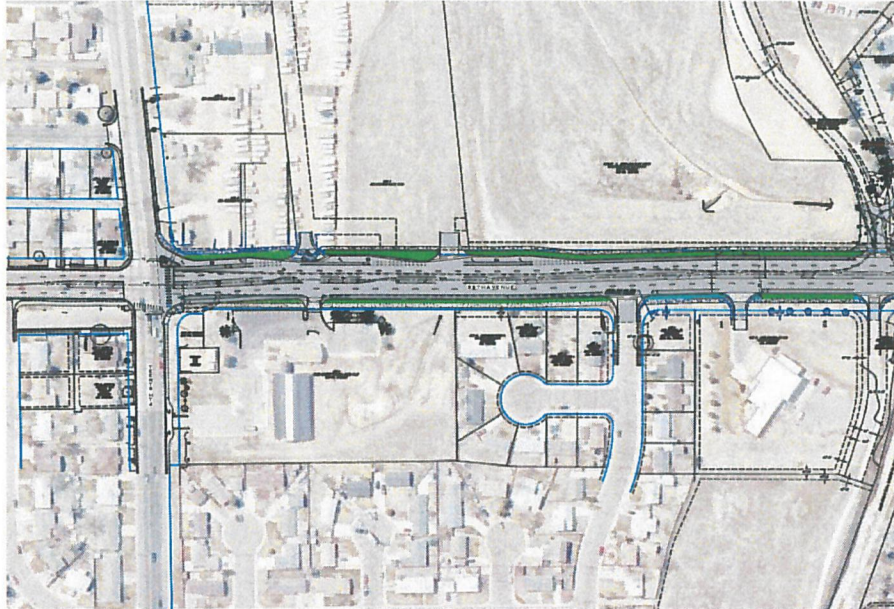


PROPOSED 35TH AVENUE WIDENING





4TH STREET TO #3 DITCH



#3 DITCH TO 'C STREET



'C STREET TO 'F STREET

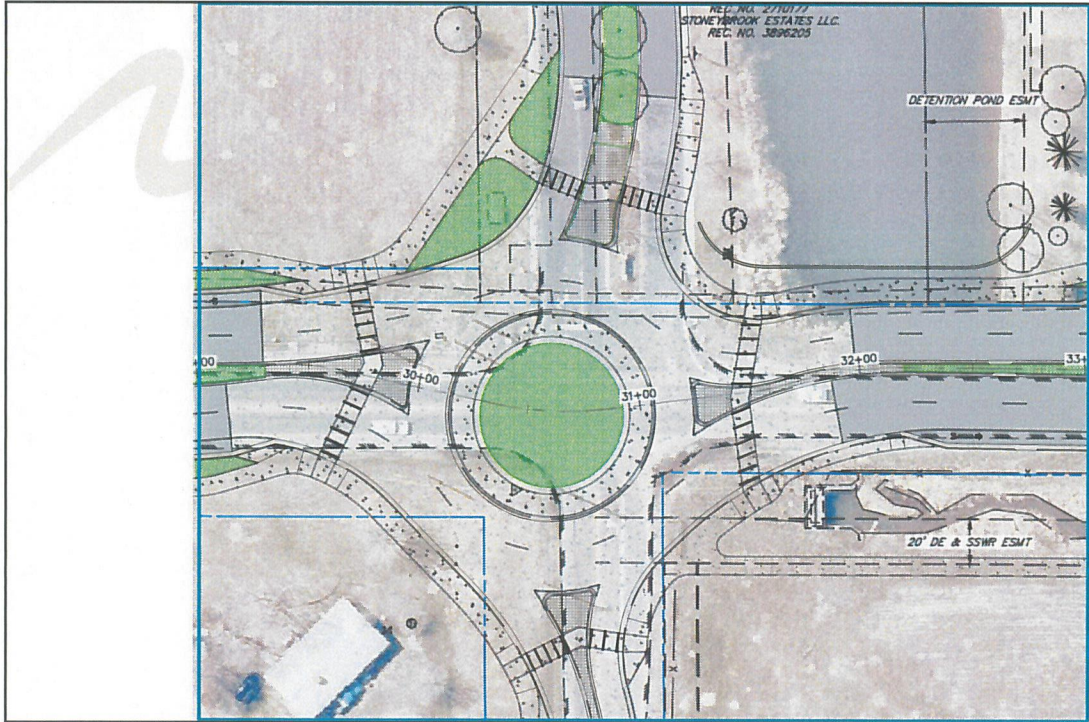
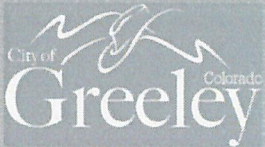


Future Broadview Trail West



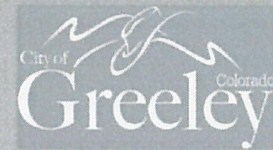


**"C" Street Intersection
Looking North**

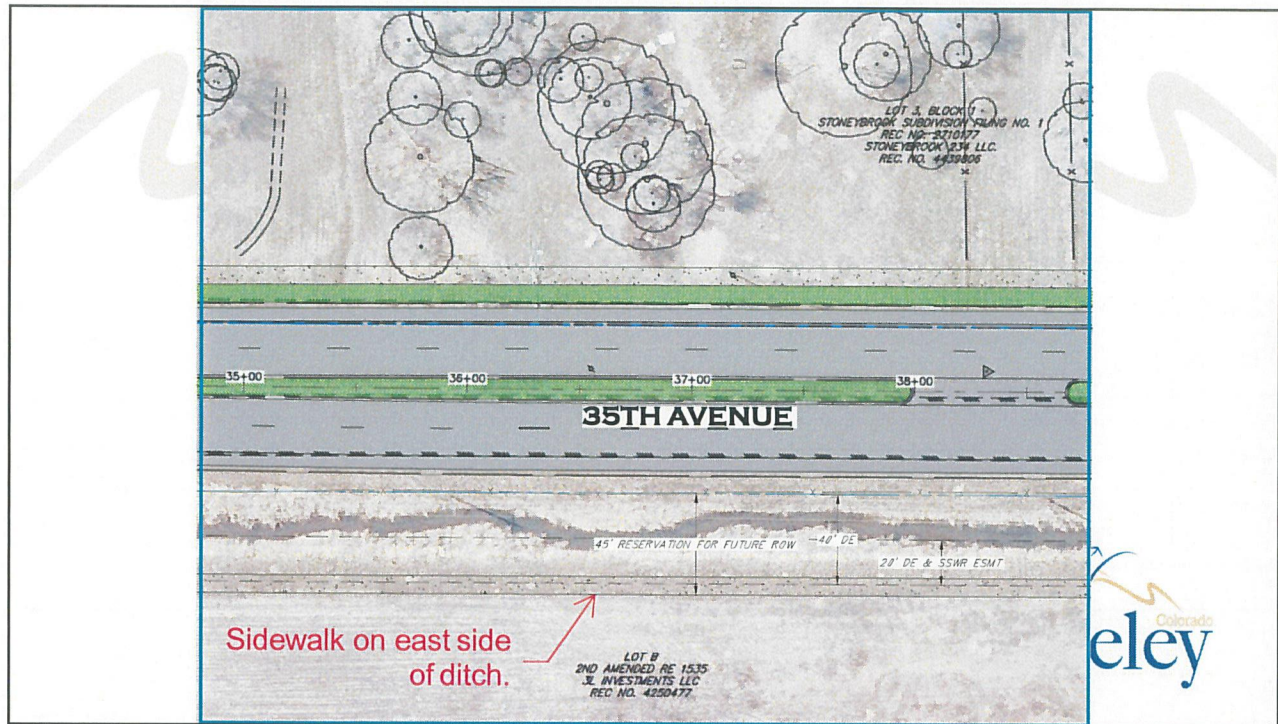




**"C" Street Intersection and the
Stoneybrook detention pond**

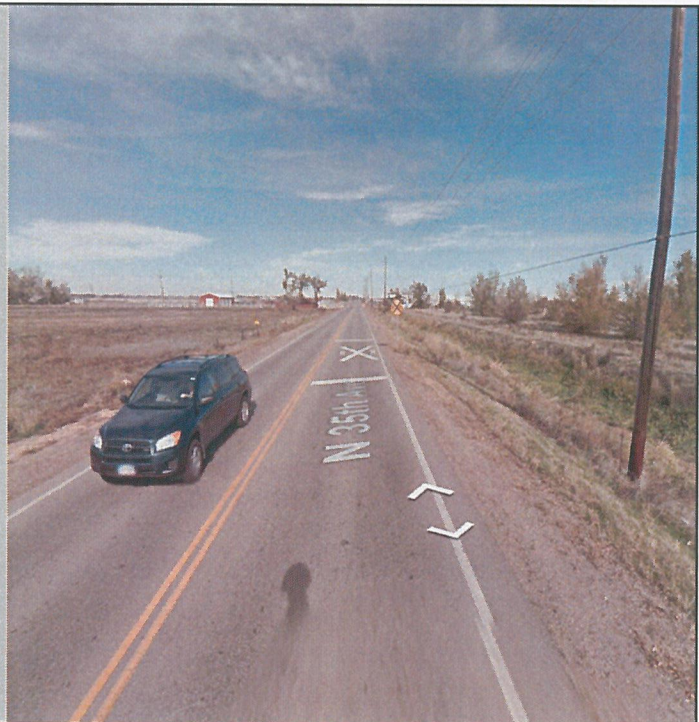


68" Bittersweet and Bestway Storm Outlet

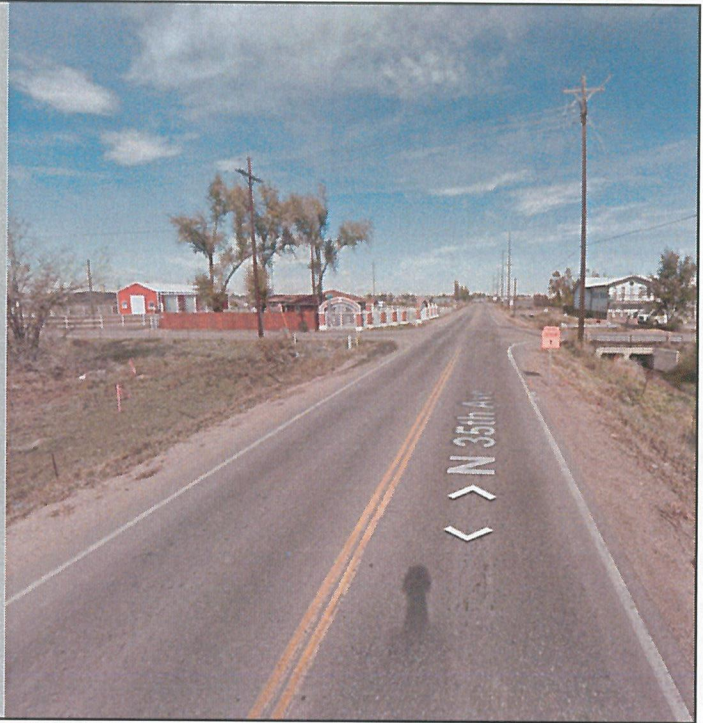


**North of "C" Street Intersection
Looking North**

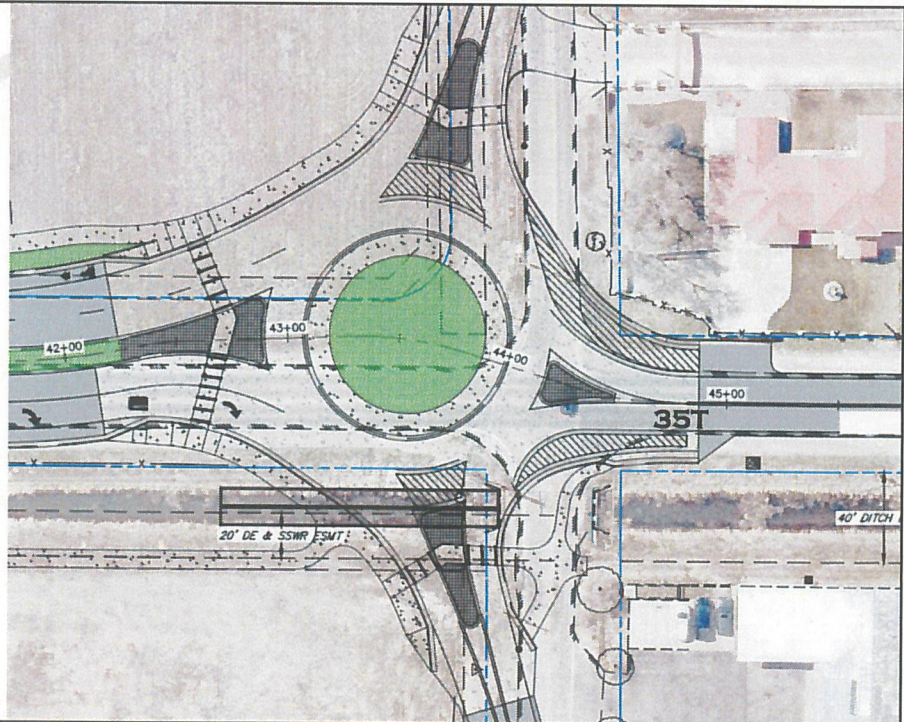
Will underground power lines



**"F" Street Intersection
Looking North**

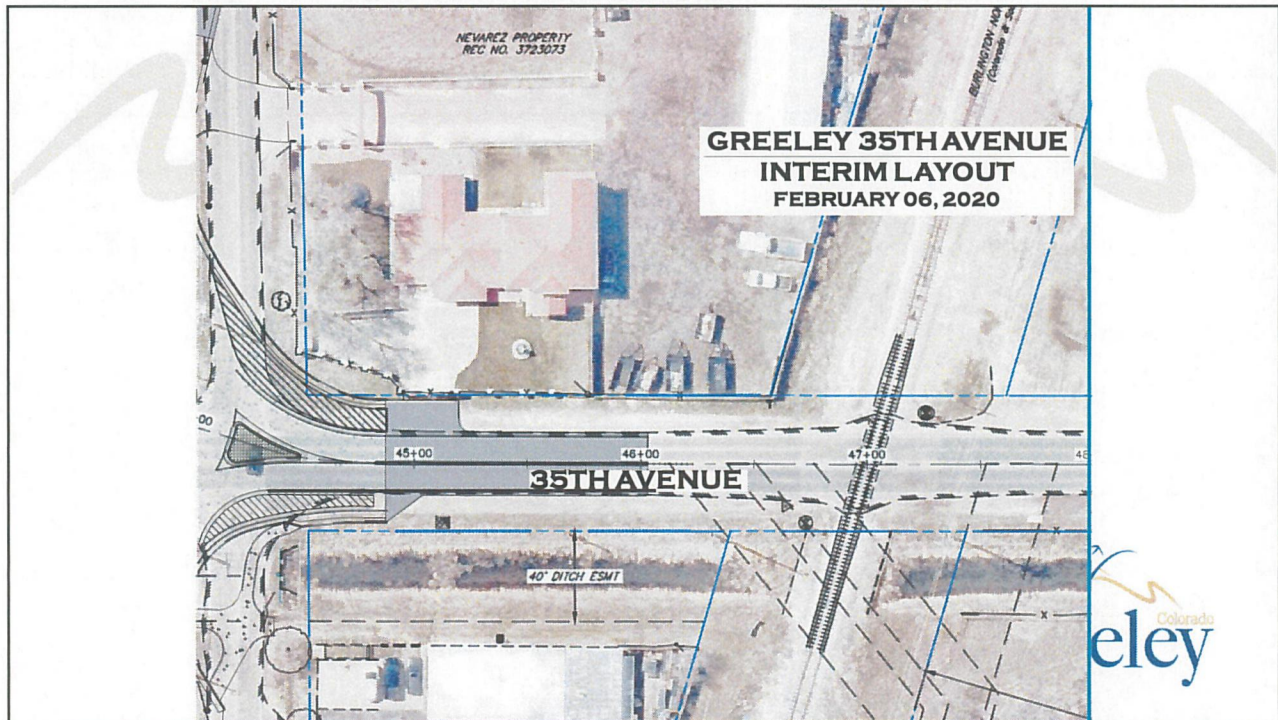


"F" Street Intersection



**Future location of 8' sidewalk
offset from road east of drainage
ditch**

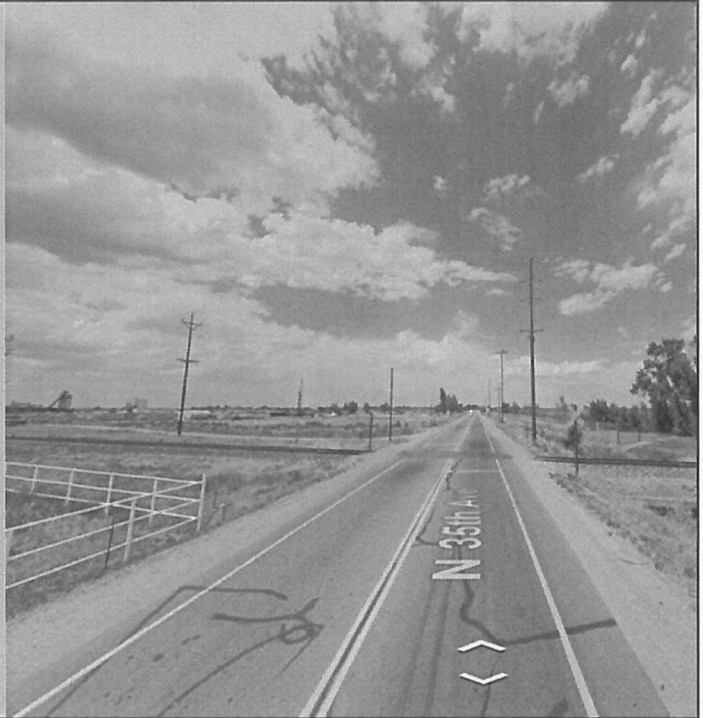
**Sidewalk will ultimately connect
and go through Poudre Ponds**



**Great Western Railroad Crossing
Looking North**

End of Phase 1

QUESTIONS?



Worksession Agenda Summary

February 25, 2020

Agenda Item Number 7

Roy Otto, City Manager, 970-350-9750

Title:

Scheduling of Meetings, Other Events

Background:

During this portion of the meeting the City Manager or City Council may review the attached Council Calendar or Meeting Schedule regarding any upcoming meetings or events.

Attachments:

Council Meetings/Other Events Calendar

Council Meeting/Worksession Schedule

Status Report of Council Petitions and Related Information

February 24, 2020 - March 1, 2020

February 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Monday, February 24

- 11:30am - 12:30pm Greeley Chamber of Commerce (Hall) ☉
- 6:00pm - 7:00pm Youth Commission (Butler) ☉

Tuesday, February 25

- 5:00pm - 6:00pm City Council Worksession (1001 11th Avenue) ☉

Wednesday, February 26

- 7:00am - 8:00am Upstate Colorado Economic Development (Gates/Hall) (Upstate Colorado Conference Room) - Council Master Calendar ☉

Thursday, February 27

Friday, February 28

Saturday, February 29

Sunday, March 1

March 2, 2020 - March 8, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 2

Tuesday, March 3

6:30pm - 7:30pm City Council Meeting (1001 11th Avenue) 

Wednesday, March 4

Thursday, March 5

7:00am - Poudre River Trail (Hall) 

3:30pm - IG Adv. Board (Butler) 

6:00pm - MPO (Gates/Payton) 

Friday, March 6

Saturday, March 7

Sunday, March 8

March 9, 2020 - March 15, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 9

Tuesday, March 10

5:00pm - 6:00pm City Council Worksession (1001 11th Avenue) 

Wednesday, March 11

Thursday, March 12

Friday, March 13

Saturday, March 14

Sunday, March 15

March 16, 2020 - March 22, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 16

Tuesday, March 17

6:30pm - 7:30pm City Council Meeting (1001 11th Avenue)

Wednesday, March 18

7:30am - 8:30am Visit Greeley (Fitzsimmons)

2:00pm - 5:00pm Water & Sewer Board (Gates)

Thursday, March 19

7:30am - 8:30am DDA (Zasada/Butler)

3:30pm - 4:30pm Airport Authority (Hall/Payton)

Friday, March 20

Saturday, March 21

Sunday, March 22

March 23, 2020 - March 29, 2020

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

April 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday, March 23

- 11:30am - 12:30pm Greeley Chamber of Commerce (Hall)
- 6:00pm - 7:00pm Youth Commission (Butler)

Tuesday, March 24

- 5:00pm - 6:00pm City Council Worksession (1001 11th Avenue)

Wednesday, March 25

- 7:00am - 8:00am Upstate Colorado Economic Development (Gates/Hall) (Upstate Colorado Conference Room) - Council Master Calendar

Thursday, March 26

Friday, March 27

Saturday, March 28

- 2:00pm - 6:00pm RSVP Required: Poudre Pour (Boardwalk Park, 100 N. 5th Street, Windsor) - Council Master Calendar

Sunday, March 29

City Council Meeting Scheduling

Current as of 2/21/2020

This schedule is subject to change

Date	Description	Sponsor	Placement/Time
March 3, 2020 Council Meeting	Proclamation - Intellectual Disabilities Month	Cheryl Aragon	Recognitions
	Resolution - Adoption of the Emergency Operations Plan	Dale Lyman	Consent
	Resolution - Meeting Time Change	Cheryl Aragon	Consent
	Ordinance - Intro - Island Grove Rezone	Brad Mueller	Consent
	Ordinance - Final - Regalado Rezone	Brad Mueller	Regular
	Ordinance - Final - Lake Bluff PUD	Brad Mueller	Regular
	Sign Code Discussion (Non-Action)	Brad Mueller	Regular
	Short Term Rentals Discussion (Non-Action)	Brad Mueller	Regular
March 10, 2020 Worksession Meeting	Food Tax	Renee Wheeler	1.00
	Keep Greeley Moving Renewal	Renee Wheeler	0.50
	Broadband Taskforce	Scott Magerfleisch	0.50
March 17, 2020 Council Meeting	Proclamation - City's 150th Anniversary	Becky Safarik	Recognitions
	Ordinance - Intro - First Additional Appropriation	Renee Wheeler	Consent
	Ordinance - Intro - Sign Code Update	Brad Mueller	Consent
	Ordinance - Final - Island Grove Rezone	Brad Mueller	Regular
	Year-End Report (Non-Action)	Renee Wheeler	Regular
	4th Quarter CIP Update (Non-Action)	Joel Hemesath	Regular
	Resolution - Agreement for the Acquisition of Water Storage	Sean Chambers	Regular
March 24, 2020 Worksession Meeting	University of Northern Colorado Update	Roy Otto	0.25
	Development Impact Fee Study Kick-off	Renee Wheeler	1.00
	Review Proposed Changes to Election Section of the Code	Cheryl Aragon	0.50
	Potential Executive Session - Agreement for the Acquisition of Water Storage	Sean Chambers	
April 7, 2020 Council Meeting	Proclamation - National Volunteer Week	Cheryl Aragon	Recognitions
	Council's Policies & Procedures	Cheryl Aragon	Regular
	Ordinance - Intro - Amendments to the Greeley Municipal Code related to Elections	Cheryl Aragon	Consent
	CAPER for Annual report to HUD	Ben Snow	Consent
	Ordinance - Final - Sign Code Update	Brad Mueller	Regular
	Ordinance - Final - First Additional Appropriation	Renee Wheeler	Regular
April 14, 2020 Worksession Meeting	Municipal Code Recodification - Review of Changes	Cheryl Aragon	1.00
	Historic Preservation Overview	Brad Mueller	0.50
	Potential Executive Session - Water Storage Acquisition	Sean Chambers	
April 21, 2020 Council Meeting	Youth Service Day Awards	Cheryl Aragon	Recognitions
	Ordinance - Intro - Municipal Code Recodification	Cheryl Aragon	Consent
	Ordinance - Final - Amendments to the Greeley Municipal Code related to Elections	Cheryl Aragon	Regular

Greeley City Council

Status Report of Council Initiatives

Council Request	Council Meeting, Worksession, or Committee Meeting Date Requested	Status or Disposition (After completion, item is shown one time as completed and then removed.)	Assigned to:
Councilmember Clark requested that Council Meeting and Worksession start times all be moved to 6:00 p.m.	February 4, 2020	Consideration of the Resolution to change the times has been scheduled for the March 3, 2020, Council meeting.	Cheryl Aragon

Worksession Agenda Summary

February 25, 2020

Agenda Item Number 8

Sharon McCabe, Human Resources Director, 970-350-9714

Title:

Executive Session for Annual Review of the Municipal Judge

Background:

An Executive Session is needed for the annual review of the Municipal Judge.

The Executive Session should immediately follow this item. If Council concurs, the motion listed below is needed first.

Decision Options:

A motion that the City Council go into an Executive Session to discuss the following matter as provided under C.R.S. 24-6-402(4) (f) and Greeley Municipal Code 2.04.020(6)(a): To discuss personnel reporting to the City Council: Annual Review of the Municipal Court Judge.

Attachments:

None

Worksession Agenda Summary

February 25, 2020

Agenda Item Number 9

Title:

Adjournment