



## **Procedure for Contemporaneous Reviews of Electrical and Plumbing Licenses**

**This guide has been developed in response to HB19-1086 and SB19-156.**

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

Electricians and plumbers must be licensed with the City of Aspen Building Department prior to applying for a permit to perform work in the City. State-issued license credentials shall be provided from all electricians and plumbers during the licensing application process and, based on availability, staff will use DORA's licensing service to review such credentials. If an applicant fails to provide State-issued credentials or, if a review reveals the credentials provided to be inactive, the City of Aspen shall suspend permitting and inspection services until the applicant resolves the discrepancy.

Any change of State-issued credentials impacting an active permit, a contractor registration, or master contractor status, shall be reported to the City. Staff will conduct a review of the existing permit and nature of the change of credentials to determine if subsequent action on the permit will be required.

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

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