



COMMUNITY DEVELOPMENT DEPARTMENT

Building (386) 986-3780 ♦ Code Enforcement (386) 986-3764 ♦ Planning (386) 986-3736

February 6, 2008

NOTICE

All construction types listed in the attached pamphlet are required to be registered with the Flagler County Licensing Department.

A copy of this registration must be provided to the City of Palm Coast Building Department. Permitting privileges will be stopped if we do not receive this information by March 1st.

This includes, but is not limited to : fence installation, paving, stucco (plaster/lath), concrete, hurricane protection, and glass/glazing contractors.

CLASS I Licensees build whole buildings or entire operating systems.

GENERAL CONTRACTOR	MASTER ELECTRICIAN
BUILDING CONTRACTOR	BURGLAR/FIRE ALARM
RESIDENTIAL CONTRACTOR	SIGN, ELECTRICAL
ROOFING CONTRACTOR	MASTER A/C "A"
SWIMMING POOL/SPA -COMM	MASTER A/C "B"
SWIMMING POOL/SPA -RES	MASTER SHEETMETAL
SWIMMING POOL/SPA - MAINT	MASTER MECHANICAL
MASTER PLUMBER	SOLAR HEATING

QUALIFICATION License may be obtained through Reciprocity

COST \$50 Application fee
\$100 License fee
Biennial renewal fee \$100

CLASS II Licensees build major components.

ALUMINUM ERECTION	MARINE CONTRACTOR
CARPENTRY	MASONRY
GARAGE DOOR INSTALLER	SIDING, WINDOW & DOOR INSTALLER
GLASS/GLAZING	SIGN CONTRACTOR (NON-ELECT)
HURRICANE PROTECTION	STRUCTURAL STEEL ERECTION
IRRIGATION SPRINKLER	CONCRETE

QUALIFICATION License may be obtained through Reciprocity or Examination

COST \$50 Application fee
\$50 Testing fee
\$100 License fee
Biennial renewal fee \$100

SPECIALTY LICENSES Licensees perform work requiring permits.

FENCE INSTALLATION
PAVING
STUCCO (PLASTER & LATH)

QUALIFICATION License may be obtained through letters of reference.

COST \$50 Application fee
\$100 License fee
Biennial renewal fee \$100

INSURANCE REQUIREMENTS

- ◆ \$300,000/50,000(General/Building) General Liability
- ◆ \$100,000/25,000 (All other) General Liability, plus
- ◆ Worker Comp. or exemption

NOTE: No new Class I, Class II or Specialty licensee may legally contract with any general public or advertise without also first displaying Business & Law knowledge via test or course completion.

IMPORTANCE OF LICENSING

Qualified tradesman may easily become a licensed contractor by following procedures from Ordinance 2007-10 outlined in this leaflet. Advertising to do building work without a contractor license in advance is as illegal as actually doing such work and all illegal operators are prosecuted to the fullest extent prescribed in the adopted contractor licensing ordinance. Ordinance 2007-10 applies to the unincorporated areas of Flagler County.

CONTRACTOR REVIEW BOARD (CRB)

The Board of County Commissioners established the CRB to insure proper administration of contractor licensing and discipline of licenses. The CRB consists of (10) members who serve without compensation, holding monthly meetings to review applications from persons desiring to obtain a County Authorized Contractor License, and to also hear discipline evidence. The CRB may review appeals of decisions and interpretations of the Building Official and Licensing Administrator.

The CRB has authority to grant, deny, suspend, and/or revoke licenses. Fines, restitution, limited permitting privileges are disciplinary actions that may also be imposed by the CRB after a contractor is licensed.

RECIPROCITY

Persons already licensed as a contractor in many other Florida jurisdictions may find simple reciprocity in Flagler County.

Such applicants shall provide an original letter from the licensing official in the jurisdiction where their examination was administered. Details of the date of examination, type, grade and class of contracting shall be included in the letter. A complete application is also required.

No reciprocity shall be issued to licensees who have not passed an acceptable written exam.

QUESTIONS?

For help, call Contractor Licensing at (386)313-4085

Email – rzavacky@flaglercounty.org