

- **DIVISION 2. - LICENSE AND BOND REQUIREMENTS FOR ALL CONTRACTORS**

- **Sec. 22-77. - Master, journeyman categories established.**

For the purpose of this article, there is hereby established the categories of master and journeyman to apply to the trades of electrician, plumber, gas fitter and mechanical contractors.

Journeyman level licenses shall be limited to working on 1 and 2 family dwellings and townhomes only.

Master level licenses may work on all levels of construction.

(Code 1968, § 33-12; Ord. No. 1985-2, § 1, 4-2-1985; Ord. No. 2005-3, § I, 3-15-2005)

- **Sec. 22-78. – License(s) required.**

Any person engaged in the business of building, electrical, plumbing, gas fitting, or mechanical work (excluding telephone, telegraph, cable antenna television, city water, sewer, and electric employees, gas company, or electric power companies), shall obtain a trade license for each respective trade from the city to perform such work, provided such work is regulated by the building, electrical, plumbing, gas or mechanical codes adopted by the City.

The fee for the initial trade license shall be \$100.00 and the fees for license renewal shall be as set forth in Section 22-87.

Licenses shall be valid for a period of one year from the date of initial issuance or renewal. Any licensee that fails to renew their license(s) within a period of 180 days from its expiration will be purged from the records and required to begin the licensure process anew.

Building contractors must also be licensed within the guidelines established by the Mississippi State Board of Contractors.

Duplicate and / or replacement licenses may be provided upon receipt of a written request and a \$25.00 fee.

(Code 1968, § 33-13; Ord. No. 1985-2, § 2, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-79. - Permits.**

(a) Permits shall be issued only to those persons holding a valid license and bond. Such license and bond shall be obtained in accordance with the provisions of this article. The following types of work shall be exempt from the permit, license and bond requirements:

(1) Minor electrical repairs where no additional wiring or electrical apparatus is required such as the replacement of fixtures and/or devices.

(2) Minor plumbing repairs for water leaks, sewer stoppages, and replacement of fixtures or components of fixtures excluding water heater replacement.

(3) Installation of water and sewer mains six inches or larger in diameter and all appurtenances thereto, including manholes, valves, etc., when such mains are to be installed by a contractor who is duly licensed by the state board of public contractors.

(4) Minor mechanical repairs to systems such as recharging refrigerant in units.

(b) No work for which a permit is issued shall be subcontracted to any other person other than an electrician, plumber, gas fitter or mechanical contractor licensed and bonded in the city. In addition, no work for which a permit is issued shall be performed by any other person other than the person or bona fide employee of the person holding the permit. Regardless of whether or not a license, bond or permit is required, nothing in this article shall preclude any work from being done in strict accordance with the applicable code adopted by the city or the necessity of obtaining a city privilege license or any other license required by law.

(Code 1968, § 33-14; Ord. No. 1985-2, § 3, 4-2-1985; Ord. No. 1992-2, § 1, 2-4-1992; Ord. No. 1993-1, § 1, 1-5-1993; Ord. No. 1993-8, § 1, 9-7-1993; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-80. - Licensing authority.**

(a) The Building Official / Senior Building Inspector shall serve as the city licensing authority in matters pertaining to the issuance of licenses required by this article. Any questions pertaining to the issuance or revocation of licenses issued under this article shall be presented to the Building Official / Senior Building Inspector for determination. Any person aggrieved by the decision of the Building Official / Senior Building Inspector may appeal such decision to the mayor and board of aldermen. Such appeal must be made in writing, and filed with the city clerk within ten (10) days after such decision was rendered.

(b) The Building Official / Senior Building Inspector is hereby authorized to deny issuance of a license to any person he / she determines to be unqualified or who has a record of performing unacceptable work or work which does not comply with the adopted codes. Denial of the license shall require the consensus of the Director of Development Services.

(Code 1968, § 33-15; Ord. No. 1985-2, § 4, 4-2-1985)

- **Sec. 22-81. - Qualifications.**

Before any master license shall be issued, the applicant shall submit evidence that he has had at least four years' experience acquired by active and continuing work in the trade for which he is applying for a license and received a passing score on an accredited master level written examination in the trade for which he is applying for license.

Before any journeyman license shall be issued, the applicant shall submit evidence that he has had at least two years of experience acquired by active and continuing work in the trade for which he is applying for a license and received a passing score on an accredited journeyman level written examination in the trade for which he is applying for license.

(Code 1968, § 33-16; Ord. No. 1985-2, § 5, 4-2-1985)

- **Sec. 22-82. - Existing or prior license holders.**

Any person currently holding a license for electrical, plumbing, gas fitter, or mechanical work must provide evidence of receiving a passing score on an accredited master or journeyman level examination within one year of the passage of this ordinance.

Any person holding a privilege license for electrical, plumbing, gas fitter, or mechanical work in the City of Oxford for ten (10) consecutive years preceding adoption of this ordinance, shall be issued a trade license without taking an accredited written examination. Such applicant shall secure the required city privilege license and bond at the time of application for a license renewal. Such applicant shall be classified as a journeyman licensed electrician, plumber, gas fitter or mechanical contractor until such time as he / she provides proof of receiving a passing score on a master level examination.

(Code 1968, § 33-18; Ord. No. 1985-2, § 7, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

• **Sec. 22-83. - Other license holders.**

(a) Any person holding a current license for electrical, plumbing, gas fitting, or mechanical work issued by any other municipality, county, parish, or other governmental agency which requires an accredited written examination, may be issued a license by the city upon submission of the following information:

- (1) That he furnishes evidence that he has such license;
- (2) That he furnishes evidence that he actually took and passed an accredited written examination which qualified him for such license; however, in lieu thereof, evidence that said person was issued a license prior to the existence of such written examination by a governmental entity which has an examining board that does presently require written examination to qualify for a license;
- (3) That he has been actively engaged in business as an electrician, plumber, gas fitter, or mechanical contractor for two years or more;
- (4) That he held a license for one year or more; and
- (5) That he pays the privilege license fee and trade license fee to the city and obtains the bond as required by this article.

(b) Such person shall be given a license classification similar to that held in such other city or county. If no classification level is specified from another jurisdiction, said person shall be limited to a journeyman level license until such time as he provides proof of receiving a passing score on a master level examination.

(Code 1968, § 33-19; Ord. No. 1985-2, § 8, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

• **Sec. 22-84. - Licensing and/or bond exception.**

- (a) Any homeowner who desires to perform plumbing work (except natural or liquefied petroleum gas) within a dwelling unit actually owned and occupied by him is hereby exempted from the license and bond requirements of this article. Said homeowner shall not employ any other person to perform such work, and shall obtain all required permits, perform the work in accordance with all applicable codes, and obtain the required inspections.
- (b) A person desiring to construct a single family residence on property he or she owns for the purpose of residing therein shall be exempt from providing a bond as a condition of securing a building permit as required for the construction of said residence. The exemption shall not apply where the intent is to sell the residence. The builder/owner may be required to furnish proof of ownership and a document containing a statement certifying their intent to reside in the residence as opposed to offering the residence for sale. This bond exemption shall be valid for one (1) single family residence permit per three (3) year period.

- (c) A person desiring to renovate and/or add on to a single family residence or accessory building or to build a new accessory building on property he or she owns for the purpose of residing therein is exempt from providing a bond as a condition of securing a building permit as required for the renovation/addition to said residence. The exemption shall not apply where the intent is to sell the residence. The builder/owner may be required to furnish proof of ownership and a document containing a statement certifying their intent to reside in the residence as opposed to offering the residence for sale. This bond exemption shall be valid for one (1) single family residence permit per three (3) year period.

(Code 1968, § 33-20; Ord. No. 1985-2, § 9, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-85. - Supervision of work.**

It shall be the responsibility of the master or journeyman who obtained the permit for the work to supervise the work if he does not actually perform the work himself. The master or journeyman shall be responsible for the work being performed as if he had performed such work himself.

(Code 1968, § 33-21; Ord. No. 1985-2, § 10, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-86. - Bonds.**

Before any trade license for electrical, plumbing, gas fitter, or mechanical is issued or renewed, the applicant shall provide a surety bond in the amount of \$10,000.00 issued to the city.

All builders and/or contractors shall provide a surety bond in the amount of \$25,000.00 issued to the city.

Said bond shall serve as a guarantee that all work performed by the contractor or his employees shall be in strict accordance with the currently adopted building, electrical, plumbing, gas, or mechanical codes. It shall be further conditioned that said contractor shall, without further cost to the person for whom the work was done, remedy any defective or faulty work and replace any inferior or substandard material installed by the contractor or his employee(s) and found by the Building Official / Senior Building Inspector as not conforming to the currently adopted building, electrical, plumbing, gas, or mechanical codes. Said bond, as is furnished, shall be liable for the correction of the faulty work or for the replacement of any inferior or substandard material and any additional cost arising from the above mentioned causes. This bond shall include the name of the licensee, be issued in favor of the city, and written to expire in conjunction with the annual trade and privilege licenses. Upon securing a current privilege license and surety bond, a new electrical, plumbing, gas fitters or mechanical license may be issued by the city.

(Code 1968, § 33-22; Ord. No. 1985-2, § 11, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-87. - Renewal of license.**

All trade licenses are required to be renewed by both a current privilege license and surety bond as well as a \$50.00 annual fee. Upon securing a current privilege license and surety bond, a new electrical, plumbing, gas fitters, or mechanical license may be issued by the city.

(Code 1968, § 33-23; Ord. No. 1985-2, § 12, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-88. - Transferability.**

No license, permit, or bond may be transferred to any other person. Licenses for electrical, plumbing, gas fitter, or mechanical work shall only be issued to individuals and not companies, corporations, etc.

Permits shall be issued only to companies, corporations, etc., which actually have a master or journeyman electrician, plumber, gas fitter or mechanical contractor, or a "licensed electrician, plumber, gas fitter or mechanical contractor" actually employed by such firm.

(Code 1968, § 33-24; Ord. No. 1985-2, § 13, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)

- **Sec. 22-89. - Violations; penalties.**

Any person who performs electrical, plumbing, gas, or mechanical work within the city and fails to obtain the required license, bond or permit, shall be guilty of a misdemeanor, and upon conviction, shall be sentenced to pay a fine of not less than \$500.00 and not to exceed \$1,000.00 for each violation.

Any license holder who continually performs work in violation of the adopted codes or performs work without first obtaining the required permits, may have his license revoked by a joint decision of the Director of Development Services and the Building Official / Senior Building Inspector for such time as may be determined to be appropriate for the offense having occurred or shall be guilty of a misdemeanor, punishable by the above mentioned fine or by imprisonment not exceeding 30 days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

(Code 1968, § 33-25; Ord. No. 1985-2, § 14, 4-2-1985; Ord. No. 2005-3, § II, 3-15-2005)