

City of Lawrence, Kansas - Contractor Licensing Requirements & Definitions **Chapter V, Article 5-15 of the City of Lawrence Code**

The City of Lawrence, Kansas requires certain building and trade contractors (or contracting businesses) to obtain a license to perform work within the City limits, and to apply for and obtain required building and trade-related construction, remodeling and/or repair permits. The adopted City licensing regulations are found in Chapter V, Article 5-15 of the City Code, and are summarized in the [*City of Lawrence, Kansas Contractor Licensing Requirements Table*](#).

Key Definitions Relative to Contractor Licensing:

Building is any structure used or intended for supporting or sheltering any use or occupancy.

Building Official is the officer or other authority designated by the City Manager charged with the administration and enforcement of this code, or the building official's duly authorized representative.

Contractor, within the meaning of this Article is any person, which also means and includes a firm, co-partnership, corporation, association, or other organization, or any combination thereof, who: (1) undertakes, with or for another within the city, to build, construct, alter, remodel, repair, or demolish any building or structure, or any portion thereof, for which a permit from the city is required, and which work is to be done for a fixed sum price, fee percentage, or other compensation; or (2) builds, constructs, alters, or adds to another building or structure either upon his or her own or another's property. This includes every general contractor, building contractor, residential contractor, concrete contractor, framing contractor and specialty contractor. Unless provided otherwise by Chapter V, Article 5-15 of the City Code, only a contractor licensed under the provisions of Chapter V, Article 5-15 may obtain a building permit.

Contractor, Specialty is a contractor whose operations require performance of construction work requiring special skill and whose principal contracting business involves the use of specialized building trades or crafts.

Contractor Licensing Board (CLB) is a board, established pursuant to Chapter V, Article 16 of the Code of the City of Lawrence, Kansas, and amendments thereto, the function of which is to hear all contested matters pertaining to the suspension, revocation, and reinstatement of licenses under this article, and to review, consider and approve or deny Class L, Limited Specialty Contractor licenses.

Experience is awarded to individuals who have worked within the specific license category for the requisite time period. Individuals must be experienced workers fully qualified and able to perform the trade without supervision. All experience claims must be verifiable by a qualified and responsible person, such as a contractor, a building official, an architect or an engineer.

Qualifying Party is the individual who meets the experience and examination requirements for a license. Every license must have a qualifying party. The qualifying party must spend a minimum of 30 hours a week carrying out the work of the firm. Whenever a building permit is issued in the name of a firm, the firm shall be subject to these regulations and the jurisdiction of the Contractor Licensing Board. The qualifying party shall be the legal representative for the contractor relative to City Code. The designated qualifying party shall satisfy the requirements this Article. A designated qualifying party shall not be a qualifying party for more than one company, unless the companies have a common owner. The qualifying party or parties are: (A) any individual contractor or copartner; (B) any employee of the contractor, applicant so long as said employee spends a minimum of 30 hours a week carrying out the work of the firm; or (C) any stockholder of a corporation who was an original incorporator or original stockholder as shown in the articles of incorporation.

Structure is that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Trade is an occupation or crafts requiring dexterity and/or skills in relation to the construction of a building, structure or system and its related equipment specific to electrical, mechanical, plumbing and fireplace installation.