

CITY OF LITTLETON BUILDING DIVISION

Policy #20-002

1/1/2020

CONTEMPORANEOUS REVIEW OF STATE OF COLORADO ISSUED ELECTRICAL LICENSES

PURPOSE

The purpose of this policy is to establish the City of Littleton Building Division processes in providing contemporaneous review of State of Colorado issued electrical licenses in accordance with Colorado Revised Statute (C.R.S.) 12-115-120 “Inspection-application-standard-rules” to ensure electrical contractors, licensed electricians and apprentices are in compliance with C.R.S. 12-115-109 “Electrician must have license-control and supervision” and 12-115-115 “Apprentices-supervision-registration-discipline”.

SCOPE

This policy shall apply to all electrical permits and building permits that include electrical work and/or any permit combination thereof, where the electrical work is subject to regulation under Colorado Revised Statute Title 12 “Professions and Occupations”, Article 115 “Electricians”; informally known as the “Electricians Practice Act”. Additionally, this policy shall apply to electrical plan reviews performed to ensure design compliance, and to field inspections performed by City of Littleton Building Division electrical inspectors under the Electrical Code adopted by the State of Colorado Electrical Board (currently NFPA 70 / the 2017 National Electrical Code).

PERMIT APPLICATION, PLAN REVIEW AND ISSUANCE PROCESS

Upon receipt of an application for building permit that identifies electrical work and/or an application for an electrical only permit that identifies electrical work subject to regulation under C.R.S. 12-115, the City of Littleton Building Division intends to ensure a State of Colorado licensed electrical contractor is listed on the building permit as the electrical contractor of record and to further ensure that the electrical contractor holds a current electrical contractor license issued by the State of Colorado Electrical Board and is currently registered with the City of Littleton as an electrical contractor.

The application for either permit type shall include the name of the licensed electrical contractor and the electrical contractor shall provide a copy of his/her State issued electrical contractor license as well as a copy of his/her State of Colorado electrician license and registration with the City as an electrical contractor as a condition of application for either permit type. If the electrical contractor of record is unknown at the time of application for either permit type, the permit shall not be issued until such time as the electrical contractor has demonstrated compliance with the above.

The City of Littleton Building Division will verify that both the electrical contractor license and the electrician license are current and up-to-date with the State Electrical Board before either permit type is issued.

ELECTRICAL INSPECTION PROCESS

City of Littleton Building Division electrical inspectors are authorized to:

1. Perform license verifications of any person on a jobsite performing electrical work to ensure that he or she holds the appropriate State of Colorado electrical license for the electrical work being performed in accordance with C.R.S. 12-115-109.
2. Verify any person performing work who is not a licensed master or journeyman electrician or residential wireman in accordance with the preceding item is registered as an apprentice in accordance with C.R.S. 12-115-115, 3(a) and is being supervised by a State of Colorado licensed master or journeyman electrician or residential wireman in the required ratios established by C.R.S. 12-115-115 (1).
3. If the City inspector is unable to verify the identity of any individual or compliance with any of the other items listed above, the inspector may fail the inspection, at their discretion, until verification or compliance can be provided.
4. The City inspectors may file a complaint with the State Electrical Board for any violation of C.R.S. Title 12, Article 115.

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