



## MAYOR AND COUNCIL COMMUNICATION

DATE: 02/19/2013

**REGULAR**

ITEM #: 12

**MOTION**

**AGENDA ITEM:** Contractor Licensing Program

**SUBMITTED BY:** Rick Chase, Building Official

**THROUGH:** Dean Zuleger, City Administrator

**REVIEWED BY:** Kyle Klatt, Planning Director  
Nick Johnson, City Planner

### **SUMMARY AND ACTION REQUESTED:**

In order to more effectively regulate that building activities in Lake Elmo are undertaken by professional and competent contractors, Staff recommends improving the existing contractor licensing program. These improvements include licensing additional trades or types of contractors to cover a wider array of project types.

### **STAFF REPORT:**

The licensing of contractors working in Lake Elmo is in the public's interest and provides the residents with an additional level of protection and competence not currently available. The program is intended to protect the residents of Lake Elmo by promoting quality and ethical practices in construction.

The City Council reviewed the proposed at the meeting on February 5, 2013, and decided to postpone the item to allow for further clarification and discussion. Resulting from the discussion between members of the Council and Staff, some changes were made to the original draft ordinance. These changes include the following:

- Asphalt/concrete and landscaping work no longer requires a contractor license.
- Work within the City's right-of-way (ROW) requires a license, which is consistent with the City's ROW Permit application.
- Property owners who are conducting plumbing work on their property, language removed.
- 115.04 B investigation of applicants for license removed.

**RECOMMENDATION:**

Staff recommends that the Council approve the proposed additions to the City’s contractor licensing program with the following motion:

***“Move to approve Ordinance 08-069, thereby establishing an improved contractor licensing program to set minimum standards related to competency and professionalism in construction activities in Lake Elmo, MN.”***

Staff further recommends that the City Council adopt Resolution No. 2013-10 authorizing summary publication of Ordinance 08-69. *Requires a 4/5 vote.*

**ATTACHMENTS:**

1. Ordinance 08-069
2. Resolution No. 2013-10

**SUGGESTED ORDER OF BUSINESS:**

- Introduction of Item ..... City Administrator
- Report/Presentation.....Planning Director
- Questions from Council to Staff ..... Mayor Facilitates
- Public Input, if Appropriate ..... Mayor Facilitates
- Call for Motion ..... Mayor & City Council
- Discussion ..... Mayor & City Council
- Action on Motion..... Mayor Facilitates