



# CITY OF CAÑON CITY

**Building Department**

P.O. Box 1460 • 128 Main Street  
Cañon City, CO 81215-1460  
(719) 276-5253 • [www.canoncity.org](http://www.canoncity.org)

## CONTRACTOR LICENSING REQUIREMENTS

### You must submit the following items:

- The application, filled out completely.
- License fee of \$125.00 for a General Contractor A, B or C. License fee of \$125.00 for Mechanical Contractor. License fee of \$125.00 for each Trades License (one trade as defined in the Municipal code).

### **WE DO NOT ACCEPT CREDIT CARDS**

- Proof of successful completion of the appropriate ICC exam (not required for Trades Licenses).

### General Information

- ❖ Your references will be contacted.
- ❖ The License will be printed and mailed to you, unless previous arrangements have been made.
- ❖ The current adopted codes are the 2018 Editions of the IBC / IRC / IMC / IFGC / IECC / IEBC / ISPSC and IPMC. Effective January 1, 2021.
- ❖ This License is only good within the corporate city limits of Cañon City.
- ❖ All Licenses are good until the 31<sup>st</sup> of December and must be renewed annually.
- ❖ ICC exams are required for a General Contractor A, B or C and Mechanical Contractor's License (Master or Journeyman). **Note these exams are not given by the Cañon City Building Department. Exams are given at proctored testing locations. More information on these examinations can be found on the International Code Council web site at [www.iccsafe.org](http://www.iccsafe.org) or by phone at 1-877-234-6082.** Code books may be purchased on line at the ICC web site

# APPLICATION FOR CONTRACTOR LICENSE

Chapter 5.12 of the Cañon City Municipal Code requires each person, firm or corporation engaged in the business of contracting for a fixed or determinable amount of money or other compensation, including wages, to obtain a License as a general contractor or trade contractor. There may be a 10-day waiting period for investigation of the applicant. If the License is denied, the fee will be refunded. The License, which is issued by the Building Official, expires on December 31<sup>st</sup> and must be renewed each year.

TYPE OF LICENSE:  GENERAL \$125.00  MECHANICAL \$125.00  TRADES \$125.00

NUMBER OF LICENSES APPLYING FOR: \_\_\_\_\_ TOTAL AMOUNT SUBMITTED: \_\_\_\_\_

NAME OF APPLICANT: \_\_\_\_\_

TRADE NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

BUSINESS PHONE #: \_\_\_\_\_ BUSINESS FAX #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

## Select up to four trades licenses. Each trades license requires a separate license fee.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> AWNINGS             | <input type="checkbox"/> FRAMING/CARPENTRY      | <input type="checkbox"/> ROOFING/SOLAR                 |
| <input type="checkbox"/> DEMOLITION          | <input type="checkbox"/> GLAZING/WINDOW REPLACE | <input type="checkbox"/> SIDING/STUCCO                 |
| <input type="checkbox"/> DRYWALL             | <input type="checkbox"/> INSULATION             | <input type="checkbox"/> SIGNAGE                       |
| <input type="checkbox"/> EXCAVATION/CONCRETE | <input type="checkbox"/> MASONRY                | <input type="checkbox"/> STRUCTURAL STEEL FAB./CARPORT |
| <input type="checkbox"/> FENCING             | <input type="checkbox"/> ORNAMENTAL IRON        | <input type="checkbox"/> SWIMMING POOLS                |
| <input type="checkbox"/> FOUNDATION REPAIR   | <input type="checkbox"/> RIGHT-OF-WAY           |  |

TYPE OF BUSINESS: \_\_\_\_\_

PREVIOUS EXPERIENCE: \_\_\_\_\_

BUSINESS REFERENCES (INCLUDE ADDRESS AND PHONE NUMBERS)

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

HAVE YOU EVER BEEN DENIED A LICENSE? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YOU ANSWERED YES, PLEASE EXPLAIN: \_\_\_\_\_

HOME ADDRESS OF APPLICANT: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

## Please check the appropriate box as it relates to your business.

SOLE PROPRIETOR

CORPORATION (LLC, LLP, ETC.)

Provide certificate from the Secretary of State

## FOR OFFICE USE ONLY

The above applicant is: APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_

LICENSE # \_\_\_\_\_ DATE: \_\_\_\_\_

Building Official, City of Cañon City \_\_\_\_\_

# **INSURANCE AND BOND REQUIREMENTS FOR CONTRACTORS WORKING IN THE CITY OF CAÑON CITY RIGHT-OF-WAY**

Contractors wishing to work in the public right-of-way (CCMC 12.12), before being issued a permit, shall provide the City, at the contractor's expense, with a performance bond in a form and amount approved by the City as well as insurance naming the City as additional insured.

The bond shall be in an amount equal to one hundred fifteen percent (115%) of the City's estimate of the cost of restoration of the site of the construction, excavation or work or five thousand dollars (\$5,000.00), whichever is greater. The cost of restoration shall include, without limitation, the removal of defective material, re-compaction of subgrade and base material and construction of surface improvements. For contractors who typically have greater than ten (10) permits annually have the option of providing one bond annually in the amount of fifteen thousand dollars (\$15,000.00). Said bond shall remain in full force and effect for a period of two years. This two-year term must be shown on the certificate.

General liability insurance shall include complete operation coverage for a period of two (2) years from the date of application for each permit. Such proof of insurance shall contain a clause that the City shall be notified by the insurer not less than thirty (30) days prior to any change in the policy or cancellation of such policy. All policies shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision, and shall be endorsed to include the City and the City's officers, employees, and contractors as additional insureds. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations. All liability insurance shall be approved by the City Attorney as to form. The minimum coverages required are per the City Standard Construction Specifications: General Conditions Section 1.6.

**Please have your insurance and/or bonding company send documents to:**

City of Cañon City Building Department, P.O. Box 1460, Cañon City, Colorado 81215-1460

Insurance and Bond can be faxed but must be immediately followed by an original in the mail.

**NOTE:** Contractors bidding on work for the City of Cañon City may be required to have Insurance and Bond requirements in excess of those stated above, as determined by the City of Cañon City.

City of Cañon City  
Building Official