

ORDINANCE 5 – 2024

CITY OF BRAZIL, INDIANA COMMON COUNCIL

***AN ORDINANCE ADOPTING AND ENACTING
CONTRACTOR LICENSING REQUIREMENTS***

WHEREAS, the City of Brazil, Indiana continues to experience a significant amount of growth and construction; and

WHEREAS, the City of Brazil, Indiana wishes to regulate contractors to ensure compliance with applicable ordinances, rules, and regulations to improve the health and safety along with the convenience and welfare of the citizenry; and

WHEREAS, the City of Brazil, Indiana, to achieve said purposes, wishes to enact the following requirements to ensure that the contractors who are performing work are properly licensed and bonded.

Now, therefore, **BE IT ORDAINED** by the Common Council of the City of Brazil, Indiana as follows:

SECTION ONE: Contractor's Licensing Requirements

I. DEFINITIONS.

For this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning:

CONTRACTOR. Any person who is acting for himself, herself or as any employee of a firm, performs any of the work in the trades set forth in Section II for hire by any third party of the property of such third party's property.

II. REGISTRATION REQUIRED.

Before performing work for hire within the jurisdiction of the city including any power included within the 2-mile extra-jurisdictional area all contractors in the following trades or performing work in the following fields shall register with the City of Brazil by and through the Planning and Zoning Department and otherwise comply with the requirements of this chapter:

- (A) Carpentry;
- (B) Roofing;
- (C) Electrical;
- (D) Plumbing;
- (E) Concrete;
- (F) Windows & Doors;
- (G) Masonry;
- (H) Excavation;
- (I) Demolition;

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- (J) Siding; and
- (K) Heating, ventilation and air condition (HVAC).

Registration will be in the form of an application in similar form and content attached hereto as Exhibit A. Said application may be revised and updated from time to time by the Planning and Zoning Department.

III. PROOF OF FINANCIAL RESPONSIBILITY REQUIRED.

At the time of registration, the contractor must present proof of financial responsibility in the form of certificate of insurance showing general commercial liability insurance with the appropriate trade endorsements for the trade with limits of at least \$500,000 per occurrence. Additionally, worker's compensation coverage must be provided.

In addition to insurance Contractor must provide a surety bond in the amount of \$25,000.

IV. LICENSES STILL REQUIRED.

Registration under this chapter does not relieve the contractor from the duty of obtaining and maintaining any state or locally mandated license to practice a particular trade.

V. VALID FOR ONE YEAR; REGISTRATION CERTIFICATE.

Each registration shall be valid for one (1) year and the contractor will be issued a registration certificate.

VI. COMPLIANCE WITH CITY BUILDING CODE.

At any time of registration, and before a registration certificate is issued the contractor must certify that he or she is familiar with and will abide by the City Building Code and the rules and regulations regarding building permits and inspections.

VII. PERMITS, LICENSES, AND APPROVALS.

Each contractor shall be responsible to see that all necessary permits, licenses and approvals are obtained from the appropriate state and local officials and/or agencies before work is begun and that the appropriate inspection schedule is established with the City of Brail.

VIII. FEE.

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Each contractor registering hereunder shall pay a registration fee of \$100 for each year that the contractor is licensed.

SECTION THREE: Penalties

Violation of any provisions of this chapter by a contract may be punished by revocation of the contractor's registration certificate or a fine of up to \$100 per day for each day such violation continues.

SECTION FOUR: Repeal of Conflicting Ordinances

All Ordinances, or any parts therefore, previously enacted which conflict with this Ordinance are hereby repealed.

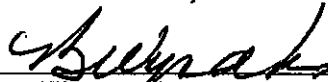
SECTION FIVE: Time of Effect

This Ordinance shall be approved when it is signed by the presiding officer, approved by the Mayor, and published as required by law.

This ordinance shall go into effect on and after January 1, 2025.


ORDAINED AND ESTABLISHED this 14th day of August, 2024.

COMMON COUNCIL OF THE
CITY OF BRAZIL, INDIANA

By: 
(Signature)

Brian Wyndham
(Printed Name) Presiding Officer

ATTEST:


Karen McQueen, Clerk-Treasurer
City of Brazil, Indiana

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MEMBERS OF THE COMMON COUNCIL

AYES:

NAYS:

M. Shane Litz

M. Shane Litz

P. Brad Deal
P. Brad Deal

P. Brad Deal

Angela J. Modesitt
Angela J. Modesitt

Angela J. Modesitt

G. Steven Bell
G. Steven Bell

G. Steven Bell

Karen Boes
Karen Boes

Karen Boes

Presented by me to the Mayor of the City of Brazil, Indiana for his approval and signature on the 14th day of August, 2024.

Karen McQueen
Karen McQueen, Clerk-Treasurer
City of Brazil, Indiana

APPROVED and signed by me on the 14th day of August, 2024,
at the hour of 5 o'clock p.m.

Brian L. Wyndham
Brian L. Wyndham, Mayor
City of Brazil, Indiana

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Exhibit "A"



LICENSE NO _____

Date: _____

Contractors Registration Application _____

Name of Business: _____

Contact Person: _____ Title: _____

Address: _____

City _____ State _____ Zip Code _____

Business Phone #: _____ Fax #: _____

Cell Phone # _____ Email: _____

Type of Business: _____

Plumbing License #: _____ *If applicable, COPY MUST BE ATTACHED*

Electrical License #: _____ *If applicable, COPY MUST BE ATTACHED*

Bonding Information:

Bond Company _____ Bond # _____

INSURANCE (An active certificate of insurance should be on file with the City of Brazil)

Insurance Agency: _____ Phone #: _____

Insurance Company: _____

Insurance Policy No. _____ Insurance Policy Expiration Date: _____

I (we) understand that I (we) am/are responsible for obtaining all necessary permits required by the City of Brazil. Also, I (we) am/are responsible to call for all inspections required by the City of Brazil Building Inspector.

Failure to comply will result in the revocation of all permits and a STOP WORK ORDER will be issued by the Building Inspector.

I (we) certify that I (we) am/are familiar with the Brazil Building Code and the rules and regulations regarding building permits and inspections and will abide by them.

Signature of Authorized Representative: _____

FOR OFFICE USE ONLY

Date Received: _____ Registration Year: _____ Renewal Date: _____

Notes: _____

FEE: _____ Paid: Yes or No Method of Payment: _____

Certificate of Insurance on File: YES or NO

License on File: YES or NO

Signature of Planning & Zoning Administrator or Assistant: _____