LAPORTE COUNTY
BUILDING INSPECTION DEPARTMENT

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Sec. 8-200: Contractor Registration

A. Any person who engages in the business of general, roof, insulation, electrical, plumbing, sewage, masonry, well installation, heating, ventilation, air conditioning, excavating and septic installation, or other ancillary work related to construction in LaPorte County, shall first procure a contractor's registration permit. There shall be only one registration permit per contractor. Such contractor will list the specified fields of work in which such contractor will perform such construction work. The registration permit shall be on a form prescribed by the Building Commissioner. In the case of applications by corporations, partnership, or other forms of business associations, the application for a contractor's registration permit may be made by an officer or other designated employee of such business association, corporation, or partnership.

B. The Building Commissioner shall have the power and duty to receive all applications for registration for all crafts and trades. He shall review the application and approve or disapprove the application for registration.

C. The Building Commissioner shall have the right to revoke or suspend any registration issued, upon his investigation, upon satisfactory proof that the holder of the registration permit has willfully, intentionally, or repeatedly violated any provisions of this Code or laws of the state pertaining to his business, for incompetence or misconduct in the practice of his business, for deceit or fraud in obtaining the registration, for irresponsible financial practiced, or for any other reason or ground specified in this Article.

D. A general contractor must insure all subcontractors are registered pursuant to this Article.

E. The Building Commissioner shall not issue a building permit if such contractors, general contractor or subcontractor, are not registered as provided herein.

F. Application

1. The Building Commissioner shall require all applicants to furnish the following information:

a. A statement of applicant's proposed contracting business

b. The type of contractor's registration applied for

c. Name, residence, and business address of the applicant

d. If the applicant be a partnership, joint venture, corporation, or other type of business association or firm, the name and business address of such organization, the name and residence of all officers, directors, and partners as the case may be, and their interest in such organization.

e. A list of all business owned, operated, and managed by the applicant, or in which the applicant has had an interest of any kind during the last five (5) years, and the addresses of these businesses.

f. Three (3) references from reputable business and professional people, not related by blood or marriage to the applicant, from the County of the applicant, attesting to the applicant's reputation as to honesty, integrity, and good character.

g. A statement, under oath, that the applicant has not been convicted of a felony during the past five (5) years and that the applicant is not presently indicated or charged with having committed a felony.

G. The Building Commissioner shall reject the application if it finds:

1. The applicant has committed an act within the past three (3) years which, if committed or done by a registered contractor, would be grounds for suspension or revocation of a registration permit.

2. The applicant has been convicted of a crime within the past five (5) years involving dishonesty, fraud, deceit, or lack of integrity, whereby the applicant has been benefitted or whereby some injury has been sustained by another.

3. The applicant has been convicted of a felony during the past five (5) years.

The decision of the Building Commissioner to reject an application shall be subject to review by the Board of Commissioners of LaPorte County, which shall affirm or reverse the decision upon a majority vote at a public hearing all decisions of the Building Commissioner shall be final subject to the appeal procedure set forth in Sec. 8-302.

H. Insurance and Bond

Before being granted a contractor's permit, each applicant shall show the following proof of insurance and file the same with the Building Commissioner:

1. Public liability and property damage insurance in an amount not less than three hundred thousand dollars ($300,000) in the case of damage or injury to one (1) person and not less than five hundred thousand dollars ($500,000) in case of damage or injury to more than one (1) person and fifty thousand ($50,000) property damage or five hundred thousand ($500,000) bodily injury and property damage combined single limit.

2. Workman compensation insurance coverage as required by state law.

3. Each contractor shall show proof of a ten thousand dollar ($10,000) bond payable to LaPorte County for each construction project to be performed in the event that such construction project to be performed is unable to be completed or if any violation occurs of this Article for which corrective action must be taken by LaPorte County.

4. All insurance and bond shall be issued by an insurance company authorized to do business in the State of Indiana. Failure to provide such certificate of insurance and bonding or to allow the same to lapse shall be grounds for application of the contractor's registration permit.

I. Contractor's Registration, Annual Renewal, and Transfer

1. After proper application, the Building Commissioner will issue a contractor's registration permit. The applicant will pay a fee of one hundred fifty dollars ($150.00) for the issuance of the first permit which shall be good for a twelve (12) month period.

2. Once a contractor has had a registration permit issued, renewal of such permit will be automatic from year to year on each anniversary date with the payment of a one hundred dollar($100.00) fee. Failure to renew a permit within ten (10) days after notice of expiration will constitute a need for re-application of such registration permit.

3. The registration permit issued by the Building Commissioner shall not be transferrable to any other firm, name, or business other than the name to which it was issued.

Sec. 8-195: Permit Required

A. Permit shall be obtained before beginning any construction or alterations of any building in the county which requires a change or addition to any support members or to the installation of new plumbing, heating, air conditioning, stationary or permanent, electrical wiring, installation of new water heaters, fire places and stoves, whether gas or wood burning.

B. All permits shall be issued by the Building Commissioner and all fees provided for herein shall be paid to the officer of the Building Commissioner.

C. All permits issued by the Building Commissioner's office shall expire if work has not begun within one hundred twenty days (120) of the issuance of such permit. If such permit is issued for a building or structure as subject to a citation for any ordinance violation, work on such permit must begin within thirty days (30) of the issuance of such permit. Permits for buildings subject to a citation or ordinance violation shall be good for six (6) months only with one (1) period of automatic renewal at the discretion of the Building Commissioner. All other permits will expire within one (1) year from the date of issuance. The Building Commissioner at his discretion may extend the period for which work may begin under the issuance of any building permit by a period up to an additional ninety (90) days based on just cause. The Building Commissioner may also extend the expiration date of any building permit by any additional period of up to one hundred eighty days (180) if a reasonable basis can be provided for the non-completion during such period and reasonable assurance that such permit can be completed within such prescribed extended period of time.

D. Application for permit

1. No permits shall be issued under this Article unless the application for such permit is accompanied by a plat or sketch of the proposed location of any construction showing lot boundaries, floor plans, estimated costs of construction, and specifications showing the work to be done. All plans for building construction under the jurisdiction of the state fire and building code services department must also be filed with Building Commissioner. No local permit will be issued unless the state building permit release is furnished to the Building Commissioner, as the same may be required pursuant to the provision of the Indiana Administrative rules 675.

2. All contractors and subcontractors must be registered as a contractor pursuant to this Ordinance.

3. Nothing in this ordinance will prevent a homeowner from performing his own work so long as the required inspections are performed.

E. Review of Application

Prior to the issuance of any building permit hereunder, the Building Commissioner's office shall:

1. Review all building permit applications to determine full compliance with the

provisions of this Article and that all zoning requirements are met.

2. Review all building permit applications for new construction or substantial improvements to determine whether the proposed building sites will be reasonably safe from flooding.

3. Have a valid septic permit.

4. Review building permit applications for major repairs within the flood plain area having special flood hazards to determine that the proposed repair:

   a. Uses construction materials and utility equipment that are resistant to flood damage, and

   b. Uses construction methods and practices that will minimize flood damage.

5. Review building permit applications for new construction or substantial improvements within the flood plain area having special flood hazards to assure that the proposed construction, including prefabricated and modular homes:

   a. Is protected against flood damage,

   b. Is designed (or modified) and anchored to prevent flotation, collapse, or lateral movement of the structure, flood damage, and

   c. Uses construction methods and practices that will minimize flood damage.

Sec. 8-196: Application of Other Ordinances

All work done under any permit issued under this Article shall be in full compliance with all other ordinances pertaining thereto, and in addition to the fees for permits hereinafter provided for, there shall be paid the fee prescribed in such Ordinance.

Sec. 8-197: Inspections

A. After the issuance of any building permit under this Article, the Building Commissioner shall make, or shall cause to be made, such inspections of the work being done under such permit as are necessary to; insure full compliance with the provisions of this Article and the terms of the permit.

B. The contractor will be responsible to issue that the Building Commissioner is notified of the need for an inspection. An inspection should be preformed within forty-eight (48) hours after notice of the need for such inspection. If notice is

provided on a Friday or the day before a holiday, such inspection should occur on the next available working day.

C. **Entry**

Upon presentation of proper credentials, the Building Commissioner or his duly authorized representative may enter at reasonable times, any building, structure, or premise in the County to perform any duty imposed upon him by this Article.

D. **Inspection Procedure**

After the issuance of any building permit, the Building Commissioner shall make, or shall cause to be made, inspection of the work being done as is necessary to insure full compliance with the provision of this Code and the terms of the permit. Re-inspections of work found to be incomplete or not ready for inspection are subject to assessment of re-inspection fees as prescribed in this Code. The Building Commissioner shall adopt rules regarding the number and periods for which inspections should occur.

E. **Stop Order**

Whenever any construction work is being done and contrary to the provisions of this Article, the Building Commissioner, or his designated representative, shall order the work stopped by notice, in writing, by serving the same on any person engaged in doing or causing work to be done on such construction site or if a person is not available, by leaving a copy of the stop order attached to the prominent entrance to such building or structure. All work shall cease until further authorized by the Building Commissioner to proceed. Failure to stop work as ordered by the Building Commissioner shall be subject to the individual responsible, general and/or subcontractor and property owner, to fines and/or penalties as provided by Article 11, chapter 8 of the LaPorte County Code.

Sec. 8-198: Certificate of Occupancy

No certificate of occupancy for any building or structure erected, altered, or repaired after the effective date of this Ordinance shall be issued unless such buildings or structures were erected, altered, or repaired in compliance with this article. In the event of any building which has already begun construction at the adoption of this Article, all inspections shall begin according to the inspection schedule to be adopted by the Building Commissioner depending on the phase that such building is in at the time of the adoption of this Article.

Sec. 8-199: Workmanship Standards

All work under construction, alteration, and/or repair of buildings or other structures shall be performed in a good and workmanlike manner according to the accepted standards and

Sec. 8-700: Violations, Fines, and Penalties

The LaPorte County Board of Commissioners shall adopt a schedule of fines and penalties for violations of this Article. Such fines and penalties shall serve as a standardized method for assessments based on violations as determined by the Building Commissioner or his representative. The assessment of such fines and penalties will be utilized in lieu of court action for any violation of this Article. In the event that court action is necessary for enforcement of any provision of this Article, the fines and penalties as prescribed by Article 11 of Chapter 8 of the LaPorte County Codes shall apply. Any pavement of fines shall be paid to the LaPorte County Unsafe Building Fund.

A. Schedule of Fines:

Violation	Fine
Failure to obtain a building permit	Triple the cost of a building permit,
Inaccurate permit	Double the cost of a new permit,
Failure to obtain Certificate of Occupancy	Double the cost of the permit,
Failure to obtain registration	$500.00
Expired registration	$50.00 plus registration fee.
Failure to obtain inspection	$250.00
Violation of Stop Order	$1,000.00

B. In addition to the fines accessed in sub-paragraph A and there is a failure to pay or there is a continued violation, the individual will be subject to the provisions of Article 11, Chapter 8 of the LaPorte County Code which allows the assessment of

fines not to exceed $2,500.00 plus attorney fees and costs of enforcement should such legal action be necessary for enforcement.

Sec. 8-800: Effective Date

Grandfather provision has the intent that all inspections will take place at the level in which construction is currently in effect based on the inspection procedures adopted by the Building Commission concerning that stage of construction. Any open swimming pool that has been constructed so as not be in conformity with State regulations for safety or any house for which there are not any numbers must be brought into compliance within one hundred eighty (180) days from the date of the adoption of this Ordinance.