

§ 150.078 REGISTRATION REQUIREMENTS.

(A) *Homeowner's registration exemption.* The owner of a single-family dwelling who intends to personally perform work requiring a registration on the dwelling used, or to be used, as the owner's personal residence, may be issued a permit providing that said owner signs an affidavit stating that he is the owner and occupant of the dwelling, will reside at the location for at least one year, and will personally perform the work upon the premises for which a permit is required. All such work shall be done in conformity with the current Building Department codes and utility rules and regulations and no work shall be done unless all permits required are obtained.

(B) *Electrical and HVAC registration requirements.*

(1) Electrical contractors and heating, ventilating and air conditioning contractors must possess a valid city registration in order to perform work on one-, two-, or three-family dwellings in the city.

(2) All applicants for a city electrical or HVAC registration must meet the following requirements:

(a) Qualification certification, issued by the Ohio Construction Industry Examining Board, per the Ohio Revised Code and House Bill 402 requirements. Such certification will be required after January 1, 1999.

(b) Proof of compliance with the worker's compensation laws of the state.

(c) Proof of liability insurance in the minimum amount of \$300,000.

(d) Application for a registration shall be made to the Department of Public Service accompanied by a payment of fee of \$50.

(3) *Exception 1.* Any contractor who does not possess a valid qualification certification issued by the Ohio Construction Industry Examining Board by January 1, 1999, may obtain a registration until January 1, 2000 if all the following are obtained:

(a) He has complied with the requirements of (b), (c) and (d) listed above.

(b) The contractor provides evidence that he has been registered in his trade and in good standing with the city or any state certified building department.

(4) *Exception 2.* Any person, firm or corporation who does not have a valid qualification certification by January 1, 2000 shall be allowed to obtain a registration until December 31, 2000 provided he meets the criteria in Exception 1 above and, in addition, presents evidence that he has sat for the test required for qualification between January 1, 1999 and January 1, 2000. No permits will be issued for after December 31, 2000 unless a valid qualification certification is held.

(5) *Exception 3.* All heating, ventilating, and air conditioning contractors that are currently certified, registered, or holding a valid certification issued by the State of Ohio OCIEB, or a county, city, or state certified building department, or accredited examining board, and have been so certified and actively engaged in such work covered by a certificate within the state for five years or more shall be eligible to be exempt from the qualification certification registration requirement. In addition, an HVAC contractor that has been engaged in such trade for 15 years or more, but not within an incorporated area, shall be exempted if:

(a) He can show proof of operation for such period.

(b) He can provide at least five job locations where his work has been accepted by the city or Medina County Building Departments, or any certified state building department within the last five years.

(6) Applicants for these exemptions will no longer be accepted after December 31, 1999. Such contractors approved under these provisions shall be required to apply for and obtain a registration on a yearly basis from the city. In order to remain eligible for annual registration under these provisions the contractor must comply with the continuing education requirements regulated under the Ohio Construction Industry Examining Board. A person holding an exempted registration who fails, or is unable to renew his or her registration before March 1st of any year shall lose exempt status.

(C) *Registration renewal.* Each registration will be issued by calendar year, and may be renewed prior to January 1 of the next year upon payment of a renewal fee of \$20. Renewal applications shall be accompanied by proof of insurance, proof of workers compensation and a current state qualification certificate. No electrical or HVAC work permits will be issued until such registration has been obtained or renewed.

(D) *Revocation.* The Director of Public Service may suspend or revoke a registration for good cause including but not limited to the following:

(1) Misrepresentation of a material fact in obtaining a registration or the renewal thereof.

(2) Registrant has three or more outstanding permits in violation of the laws of the state, city Building Department regulations or utility rules and regulations.

(E) *Appeal.* Whenever a registration is revoked, the registrant may appeal to the Appeals Board specified by § 150.098(B) or (D) for a hearing.

(Ord. 98-152, passed 12-9-98; Am. Ord. 03-025, passed 2-18-03)