

COMBINED CONSTRUCTION CODE BOARD OF APPEALS & REVIEW MEETING

CITY OF DAVENPORT, IOWA

Monday, June 8, 2026; 2:00 PM

City Hall | 226 West 4th Street | Council Chambers

- I. Roll Call
- II. Approval of Minutes
 1. Consideration of September 30, 2024 meeting minutes.
- III. Reports & Communications
- IV. Old Business
- V. New Business
 1. Amendments to various sections of Chapter 15.30 of the Municipal Code of Davenport, Iowa, entitled "Contractor Licenses – Bond – Insurance Required," to establish a Registered Subcontractor classification. [All Wards]
- VI. Adjourn

City of Davenport

Department: Development & Neighborhood Services
Contact Info: Jake Ralfs | 563-327-5172

Action / Date
6/8/2026

Subject:
Consideration of September 30, 2024 meeting minutes.

Recommendation:
Approve the meeting minutes.

Background:
The September 30, 2024 meeting minutes are attached.

Attachments:
1. Meeting Minutes 9-30-24

MINUTES

COMBINED CONSTRUCTION CODE BOARD OF APPEALS & REVIEW MEETING
CITY OF DAVENPORT, IOWA
MONDAY, SEPTEMBER 30, 2024; 2:00 PM
CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Roll Call

Present: Ehrecke, Peeples, Gibney, Duncan, Dasso, Koehler
Staff: Pradhan, Werderitch

II. Approval of Minutes

III. Reports & Communications

IV. Old Business

V. New Business

1. Adoption of 2021 International Building Codes and Local Amendments

Staff presented a summary of the request. Davenport is looking to move from the 2015 to 2021 Versions of the International Residential Code, International Building Code and International Existing Building Codes. Some City staff recommended local amendments are included along with a 3rd party review concerning contractor requirements and administrative items. One public meeting has occurred with no concerns from attendees.

Board members inquired if the amendment had been reviewed by the American Institute of Architects (AIA). Additional questions were asked relating to site observations and requirements during inspections.

Staff recommended the Board forward the item to City Council with a recommendation for approval as presented.

Motion by Ehrecke, second by Gibney, to approve the Adoption of the 2021 International Building Codes and Local Amendments as presented. Motion was approved by a roll call vote. (6-0)

VI. Adjourn

Motion by Koehler, second by Ehrecke, to adjourn the meeting. Meeting adjourned at 2:13 pm.

City of Davenport

Department: Public Works
Contact Info: Jake Ralfs | 563-327-5172

Action / Date
6/8/2026

Subject:

Amendments to various sections of Chapter 15.30 of the Municipal Code of Davenport, Iowa, entitled "Contractor Licenses – Bond – Insurance Required," to establish a Registered Subcontractor classification. [All Wards]

Recommendation:

Staff recommends the Combined Construction Code Board of Appeals & Review approve the proposed amendments to Chapter 15.30 of the Davenport Municipal Code and forward a recommendation of approval to the City Council.

Background:

Request:

City staff is requesting the Combined Construction Code Board of Appeals & Review consider amendments to Chapter 15.30 of the Davenport Municipal Code relating to contractor licensing requirements. The proposed amendments are intended to establish a new Registered Subcontractor classification, create a registration process for subcontractors working under licensed general contractors, clarify licensing requirements, and establish associated bonding, insurance, and fee requirements.

The amendments are designed to improve regulatory oversight of subcontractors performing work within the City while maintaining accountability through licensed prime or general contractors.

Background:

Chapter 15.30 establishes licensing, bonding, and insurance requirements for contractors performing work regulated by the City's adopted construction codes. Under the current ordinance, contractors performing regulated work are generally required to obtain a contractor license and pass an examination demonstrating competency.

Staff has identified a need for an alternative registration pathway for subcontractors who perform specialized work under the supervision and responsibility of licensed general contractors. The proposed amendments create a Registered Subcontractor classification that allows such contractors to work on permitted projects without obtaining a full contractor license while maintaining appropriate registration, bonding, and oversight requirements.

Summary of Proposed Amendments:

Establishment of a Registered Subcontractor Classification.

The proposed amendments create a new "Registered Subcontractor" classification within Chapter 15.30. Registered Subcontractors would be authorized to perform work regulated by the adopted construction codes only when working under: a valid City-issued permit; and a licensed prime or general contractor responsible for the project. The classification expressly

prohibits Registered Subcontractors from acting as a prime contractor, general contractor, developer, permit holder, or responsible party for an entire project.

Creation of a Subcontractor Registration Process.

The amendments establish requirements for obtaining a subcontractor registration. Applicants will be required to submit a completed City application, proof of current Iowa Contractor Registration, a required contractor bond, and payment of the applicable registration fee.

Examination Requirement Exemption.

Under the proposed amendments, applicants seeking Registered Subcontractor status would be exempt from the contractor examination requirement, provided they are working under the supervision of a licensed Class A or Class B contractor. All other building contractor license classifications would continue to require examination and qualification standards.

Bond Requirement for Registered Subcontractors.

The amendments add a bond requirement specifically for subcontractors working under Class A or Class B permit holders. Registered Subcontractors would be required to maintain a \$5,000 contractor bond, consistent with several existing specialty contractor classifications.

Registration Fee Establishment.

The amendments establish an annual registration fee of \$100 for Registered Subcontractors, aligning the fee structure with existing Class C Specialty Contractor licenses.

Insurance Requirement Clarification.

The amendments clarify insurance requirements by requiring applicants for Building Contractor licenses to maintain insurance provided by an insurer rated B+ or better. The City retains the authority to request certified proof of insurance when necessary.

Staff Analysis:

The proposed amendments provide a practical regulatory framework for subcontractors performing work under the direction of licensed general contractors. The changes recognize the integral role subcontractors play in construction projects while maintaining accountability through the permit holder and responsible contractor.

The proposed registration system will:

1. Improve tracking and oversight of subcontractors working within the City.
2. Ensure subcontractors maintain Iowa contractor registration and bonding requirements.
3. Reduce administrative barriers for subcontractors who do not independently contract projects.
4. Preserve public safety and code compliance by maintaining responsibility with licensed prime contractors.
5. Provide enforcement mechanisms through registration, bonding, and insurance requirements.

Staff believes the amendments strike an appropriate balance between contractor accountability and administrative efficiency. The amendments are anticipated to have minimal fiscal impact.

Registration fees may generate a modest increase in revenue to offset administrative costs associated with processing and maintaining subcontractor registrations.

Attachments:

1. Proposed Amendments to Chapter 15.30 Contractor Licenses - Bond - Insurance Required

Chapter 15.30
CONTRACTOR LICENSES — BOND — INSURANCE REQUIRED¹

SUBCHAPTER I
LICENSING GENERALLY

15.30.010. Licensing generally. [Ord. 2016-554 § 1 (part)]

- A. No person, firm, partnership or corporation shall engage in construction contracting without having a current valid license or certificate issued in accordance with this chapter. The term construction contracting shall mean being engaged in the performance or supervision of work regulated by provisions of any of the technical codes as defined in Chapter 15.8 of the Davenport Municipal Code and shall include persons contracting to perform such work in the conduct of a business.

EXCEPTION: No license is required for the owner of an existing single family dwelling who occupies the dwelling as his own residence. Owner occupants may perform repair or remodel or new construction work regulated by any of the above named codes on said dwelling together with any existing accessory buildings not used for commercial purposes only if:

1. The owner has secured a valid permit prior to commencement of the repair work;
 2. The owner calls for all of the required inspections normally required as a part of performing such work;
 3. The owner has not applied for a dwelling improvement license at more than two dwellings within a period of four years nor is engaged in the business of remodeling dwellings other than his own dwelling.
 4. The owner can demonstrate adequate knowledge and ability in the area of work for which applied.
- B. No person, firm, partnership or corporation shall engage in sign contracting without having a current, valid license issued in accordance with this chapter. The term "sign contracting" shall mean being engaged in the performance or supervision of work regulated by the provisions of Section 17.12.060 of the Davenport Municipal Code, entitled "Sign Permit Required." **[Amended 12-4-2019 by Ord. No. 2019-530]**
- C. Restriction on Transfer. No license may be loaned, rented, assigned or transferred. No holder of a valid license shall obtain a permit under his license and then subcontract, sell or otherwise assign the work covered by the permit to a person or firm who does not have a valid license.

D. "Registered Subcontractor" classification is hereby established under the contractor licensing provisions of the Davenport Municipal Code.

A Registered Subcontractor may perform work regulated by the adopted construction codes only when working under:

1. A valid City-issued permit; and
2. A licensed prime/general contractor responsible for the permitted project.

This classification shall not authorize the holder to act as:

- A prime contractor,
- General contractor,
- Developer,
- Permit holder, or
- Responsible party for an entire project.

~~D.E.~~

15.30.020. Building contractor licensing and regulation thereof. [Amended 11-13-2024 by Ord. No. 2024-465; Ord. 2016-554 § 1 (part)]

A. Building Contractor Licensing.

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1. Editor's Note: Prior Ordinances Codified Herein Include Portions Of Ordinance 81-A, 90-385, 95-423, 95-510, 97-485, 99-170, 2004-301, 2005-339 And 2008-156.

1. No person, firm or corporation shall engage in building contracting in the City without having a valid building contractor's license.
2. The term "building contracting" shall be defined as being engaged in the performance or supervision of work regulated by provisions of the building code and shall include the business of contracting such work for hire.
3. A corporation desiring to engage in building contracting shall, by affidavit of the president or secretary of the corporation, appoint one or more of the corporate officers to act for the corporation, to apply for, be examined, and be licensed as an individual under the terms of this chapter. Such officer(s) or director(s) shall be actively engaged in conducting the affairs of the corporation and shall be directly in charge of the planning and supervision of any and all construction work done by that corporation. Such corporation may continue in the business of building contracting only so long as it has at least one officer or director so licensed and engaged. In case of sudden or unexpected severance from employment by the corporation of the licensee, the corporation may continue to operate for 30 days, and within the 30 days shall accomplish appointment, examining and licensing of another director or officer to act as above.
4. A partnership desiring to engage in building contracting shall, by affidavit of all the partners, appoint one or more partners to act for the partnership, to apply for, be examined, and be licensed as an individual under the terms of this chapter. Such partner(s) shall be actively engaged in conducting the affairs of the partnership and shall be directly in charge of the planning and supervision of any and all work done by that partnership. Such partnership may continue in the business of contracting only so long as it has at least one active partner so licensed and engaged. In case of sudden or unexpected severance from the partnership of the licensee, the partnership may continue to operate for 30 days, and within the 30 days shall accomplish appointment, examining and licensing of another partner to act as above.
5. An individual desiring to engage in building contracting shall apply for, be examined, and be licensed as an individual under the terms of this chapter. Such person shall be actively engaged in conducting the affairs of the business and shall be directly in charge of the planning and supervision over any and all work done as a part of that business. If at any time he sells his interest in the business, or ceases to be active in the business, that business may continue no more than 30 days as a contractor, unless another individual who obtains an interest in and is active in that business obtains an individual license as required herein.
 - a. A commercial building contractor shall obtain a Class A license. A commercial building contractor is a contractor engaged in the performance or supervision of work regulated by the building code. Such work is not exclusively limited to work described in this subsection or exclusively limited to a line of work contemplated in subsection B or C hereunder and may include the moving or demolition of buildings.
 - b. A residential building contractor shall obtain a Class B license. A "residential building contractor" is a contractor limited to the construction, remodeling or

demolition of one- or two-family residences or of auxiliary facilities including car ports, ~~and~~ garages and decks intended for one-family, ~~or~~ two-family residential uses or townhomes.

- c. A specialty contractor shall obtain a Class C license. A "specialty contractor" is a contractor performing work regulated by the building code whose scope of work is limited to a specialty but does not include construction or installation of a building or addition thereto. Such work shall include the performance or installation of the following items: metal awnings and canopies, ~~decks~~ masonry, concrete, roofing, signs, siding, steel erection and fabricating, swim pools, sprinkler systems, fire alarm systems, tuck pointing, water proofing.

EXCEPTION: 1. No Building Contractor License is required for a person having legal title and ownership for a building or structure classified as a Single-Family Dwelling. The scope of work allowed under this exception shall be limited to work pertaining to new construction, remodeling or renovation. Unless otherwise provided by Iowa State Code, this exception shall not apply to work pertaining to mechanical, electrical or plumbing installations nor shall this exception pertain to the licensing requirements for mechanical, plumbing and electrical contractors.

Owners of other buildings not classified as a Single-Family Dwelling may perform non-structural/cosmetic work only as determined by the Chief Building Official or designee.

- B. All Candidates for Building Contractor licensing must demonstrate 3 years of experience in building construction or design to be eligible for the exam, per Chapter 15.30.080 of this Code. Work experience need not be continuous but must be full-time (40 hours per week) within the past ten years.

Exceptions:

1. Successful completion of a three- or four-year vocational high school or other vocational school program in the field of building construction shall be deemed as satisfying one year of work experience.
2. Completion of a bachelor's degree from an accredited college or university shall be deemed as satisfying one year of work experience.
3. Successful completion of a bachelor's degree from an accredited college or university in architecture, engineering, or technology in a related field shall be deemed as satisfying two years of work experience.
4. Active construction-related military experience may be considered full time experience.
5. Note: Education cannot account for more than two years of experience, and union affiliation only is not acceptable as work experience.

C. Subcontractors License: Obtaining a sub-contractor license

1. Completed City application form;
2. Proof of current Iowa Contractor Registration;
3. Required bond;
4. Payment of registration fee.-

15.30.030. Plumbing licensing and regulation thereof. [Ord. 2016-554 § 1 (part)]

A. Plumbing Contractor's License.

1. Upon the effective date of enforcement determined by the State of Iowa Plumbing &

Mechanical Systems Board, no person, firm or corporation shall engage in plumbing contracting or the installation of plumbing systems within the City of Davenport without the appropriate licensing as issued by the State of Iowa under Iowa Code Chapter 105.

EXCEPTION: 1. A plumbing contractor's license shall not be required for sewer construction work where such sewers are public sewers on public property, or, as in the case of subdivision development work, where such sewers are intended for future acceptance by the City as public sewers on public property. All such work is directly under the jurisdiction of the department of public construction and engineering.

15.30.040. State of Iowa Electrical licensing and regulation thereof. [Ord. 2016-554 § 1 (part)]

A. State of Iowa Electrical Contractor License Required.

1. Upon the effective date of enforcement determined by the State of Iowa Electrical Examining Board, no person, firm or corporation shall engage in electrical contracting or the installation of electrical systems within the City of Davenport without the appropriate licensing as issued by the State of Iowa under Iowa Code Chapter 103 or the City Of Davenport.
2. Class "B" Master Electrician and Class "B" Journeyman Electrician licenses shall not be recognized as valid to perform work as Master Electricians or Journeyman Electricians, respectively, within the City of Davenport.
3. Class "B" license holders would have rights and privileges equal to those of a licensed "Unclassified" person.
4. Persons holding a Special Electrician license with a "Residential Electrician" endorsement shall be supervised by a Class "A" Master Electrician per 2007 Iowa Acts, Chapter 197, Section 21; or an electrical contractor licensed by the City of Davenport.

15.30.050. Mechanical licensing and regulation thereof. [Ord. 2016-554 § 1 (part)]

A. Mechanical Contractor's License.

1. Upon the effective date of enforcement determined by the State of Iowa Plumbing & Mechanical Systems Board, no person, firm or corporation shall engage in mechanical contracting or the installation of mechanical systems within the City of Davenport without the appropriate licensing as issued by the State of Iowa under Iowa Code 105.

15.30.060. (Reserved) [Ord. 2016-554 § 1 (part)]

SUBCHAPTER II
APPLICATION FOR LICENSE

15.30.070. Application for licenses. [Amended 11-13-2024 by Ord. No. 2024-465; Ord. 2016-554 § 1 (part)]

- A. Any person who desires to be licensed as a building contractor as defined in this chapter shall make application to the building official. The building official shall provide application forms for this purpose. The completed forms shall include the name of the applicant and the applicant's employer, if any, applicant's home and business addresses, employer's address and a brief resume of his training and experience. The completed forms must be accompanied by any affidavits and documentation required by other provisions of this chapter.
- B. All applicants for a Building Contractor license (Class A, B, and C) may be required to identify all other business enterprises where applicant currently has an equity interest, or has had an equity interest in the last ten (10) years.
- C. All applicants for a Building Contractor license (A, B, and C) may be required to provide a statement of financial solvency.

15.30.080. Examination for license. [Ord. No. 2016-554 § 1 (part)]

- A. Any person who desires to be licensed as a building contractor shall be tested by examination with the exception of a sub-contractor license that will be working under the supervision of a Class A or Class B license holder (per requirements in ordinance 15.30.010 and 15.30.020C). The building official may appoint a person or agency to administer the preparation, conducting and grading of examinations. Examinations shall be of such a nature as to uniformly test the capabilities of all applicants for each specific type of license. The applicant shall score a passing test result of 70% in order to secure a license. All associated fees for examination services, grading and administration shall be paid at the time of application by the individual desiring to be tested.

15.30.090. (Reserved) [Ord. 2016-554 § 1 (part)]

15.30.100. (Reserved) [Ord. 2016-554 § 1 (part)]

15.30.110. Examination waived. [Ord. 2016-554 § 1 (part)]

Any building contractor having been tested elsewhere by an examination of equal standards or who produces proper credentials showing accreditation or affidavit of training and experience may upon review by the building official, be excused from the examination required by this chapter.

15.30.120. Issuance of license, fees and renewals. [Ord. 2016-554 § 1 (part)]

- A. No license shall be issued to a firm, partnership or corporation.
- B. No license shall be issued, and no contractor's license shall remain valid unless a current, approved bond shall be on file in the office of the building official as provided in the code.
- C. Licenses and renewals shall be issued by the building official. All fees shall be paid to the City. Initial licenses shall be issued on approval by the Secretary of the licensing board or the

building official. Renewal licenses shall be issued on presentation of a renewal application, a receipt for renewal fee and approval by the building official that the applicant is in full compliance with all applicable provisions of the Davenport Municipal Code and all lawful orders of compliance and notices or citations issued by the City of Davenport.

- D. All licenses shall expire on March 31st of each year. Renewals may be secured in the 30 days preceding the expiration date. Expired licenses may be renewed at any time within the license year upon payment of the required fee and penalty, if any. After one license year has elapsed without license renewal, a new application must be submitted with examination fee, and the applicant must be reexamined. The term "license year" means the twelve-month period, commencing April 1st of any year.
- E. Application, license and registration fees shall be charged according to the following schedule:

TABLE E.1 Annual Fee	
Building Contractor licenses:	
Commercial Building Contractor	
Class "A"	\$300
Residential Building Contractor	
Class "B"	\$200
Specialty Contractor <u>or Subcontractor</u>	
Class "C" <u>or Subcontractor</u>	\$100

- F. In all cases where licenses and registrations are not renewed on or before April 30th of each year and the licensee has performed work regulated by this chapter, a penalty of one-half the annual fee may be added to the annual fee.

15.30.130. License revocation or suspension. [Ord. 2016-554 § 1 (part)]

In addition to penalties otherwise provided, violations of Title 15 of the City of Davenport Municipal Code shall authorize the building official, to order, in accordance with the provisions of Section 15.30.140, revocation or suspension of any license issued under this chapter.

15.30.140. Revocation and suspension procedures. [Ord. 2016-554 § 1 (part)]

Under certain conditions or by actions of the license holder for failure to comply with the requirements of Title 15 of the Davenport Municipal Code any contractor license issued in and for the City of Davenport may be revoked or suspended by order of the building official. No order of license revocation or suspension shall be lawful unless the following requirements have been satisfied:

- A. The licensee shall be served with written notice issued by the building official containing assertions of fact or conduct which warrant the intended action and reference the provisions of law violated and causing the revocation order and the effective date of the revocation or suspension of

license.

B. The licensee has the right of appeal of license revocation [or suspension](#) to the City Council.

15.30.150. (Reserved) [Ord. 2016-554 § 1 (part)]

15.30.160. (Reserved) [Ord. 2016-554 § 1 (part)]

**SUBCHAPTER III
BOND AND INSURANCE REQUIRED**

15.30.170. Bond required. [Ord. 2016-554 § 1 (part)]

A. Contractor Bonds. Any person, firm or corporation desiring to engage in the business of contracting, of the several types as set forth in Table III-A of this subchapter, conditioned on the faithful performance of all the provisions of the Administrative Code, shall post a bond which is guaranteed by a surety. The term "business of contracting" as contained in this section shall mean being engaged in the business of doing work regulated by provisions of the technical codes and the Administrative Code. Such surety to be a company authorized to transact business in the State of Iowa.

TABLE III-A	
Type of Contracting	Sum of Bond
General contracting	\$25,000
Mechanical contracting	\$5,000
Electrical contracting	\$5,000
Plumbing contracting	\$5,000
Refrigeration and/or air-conditioning contracting	\$5,000
Sign contracting	\$5,000
Excavation contracting	\$5,000
Moving buildings	\$25,000
Blasting	Set by e-Uniform Fire Code Official
Demolition and wrecking	\$25,000
<u>Subcontracting for Class A or Class B Permit Holder</u>	<u>\$5,000</u>
<u>Fire Suppression - Sprinklers</u>	<u>\$5,000</u>
<u>Fire Suppression - Alarms</u>	<u>\$5,000</u>

15.30.180. Liability insurance required. [Amended 11-13-2024 by Ord. No. 2024-465; Ord. 2018-327; Ord. 2016-554 § 1 (part)]

A. Contractors Insurance. Any person, firm or corporation desiring to engage in the moving or demolition of buildings shall file with the building official a duplicate copy of a liability insurance policy covering such operations. The licensee must obtain and have in place liability insurance of the type and amount specified by the City risk division. The City of Davenport shall be named in the policy as additionally insured. Said policy shall be issued by a legally authorized surety transacting business in the State of Iowa. Required property damage limits may be increased by the building official.

B. Sign Liability Insurance. Liability insurance is required covering all billboards, wherever located and all signs on or over public property, and all signs over walkways, parking lots and all road ways on private commercial property where such areas are in use by the public.

15.30.170

15.30.180

Liability insurance shall provide for the principal sum of not less than \$50,000 liability to any one person or \$300,000 liability on account of any one accident. Such policy shall be

written in accordance with standard form now in general use. Said policy shall further carry an endorsement protecting the City of Davenport as its interest may appear as the result of any accident or injury for which it might become in any manner liable. Should such insurance be terminated for any reason or owner of the sign fail to keep such insurance in force at any time, the permit for the maintenance of any such sign shall automatically terminate and such sign be forthwith removed by the owner or his agent.

- C. Marquee and Other Projections, Liability Insurance. Every person, firm or corporation desiring to erect or maintain a marquee shall first procure public liability insurance thereon in a company authorized to transact business in the State of Iowa, for the principal sum of not less than \$50,000 liability to any one person or \$300,000 liability on account of any one accident. Such policy shall be written in accordance with standard form now in general use. Said policy shall further carry an endorsement protecting the City of Davenport as its interest may appear as the result of any accident or injury for which it might become in any manner liable. Should such insurance be terminated for any reason or should the holder of the permit fail to keep such insurance in force at any time, the permit for the maintenance of any such canopy or marquee shall automatically terminate and such canopy or marquee shall be forthwith removed by the owner or his agent. If not removed by the owner or his agent, then the marquee may be removed by the building official and the expense thereof shall be recovered from said owner or owner's agent.

EXCEPTION: 1. Canvas type awnings shall be exempt from this insurance requirement.

- D. All applicants for a Building Contractor license (Class A, B, and C) shall maintain insurance required by the above-listed sections, provide by an insurer rated B+ or better. ~~shall maintain insurance required as by the above-listed sections is rated B+ or better.~~ The City reserves the right to request Certified proof of insurance from the Building Contractor.