



General Contractor's Permit Responsibilities

(see also: Ordinance #06-10323, 05-01-07)

The licensing ordinance creates a higher burden of responsibility for the license holder with regard to the city's permitting process. ***The new ordinance makes all work authorized by the building permit, as well as any other permits included in the building permit, the responsibility of the general contractor.*** This holds true regardless of the contractual arrangements of any subcontractors with the owner. A building is comprised of all of its intrinsic components and final approval of any portion of the work is therefore the responsibility of the general contractor. It is the general contractors' responsibility to verify that:

- all required permits have been obtained;
- approved plans are on the job;
- all work is carried out in compliance with the approved plans, specifications and Special Conditions;
- all deferred submittals have been properly submitted and approved before work authorized by the submittal proceeds;
- any alterations to the approved plans are approved prior to carrying out the alterations;
- all required inspections are made in the proper order;
- all contractors working on the job are properly licensed and;
- the finished product is compliant with all applicable codes and regulations.

A building permit is generally issued with sufficient supporting plans and documentation that a contractor should have little difficulty in determining the requirements and expectations for the project. Even if the general contractor has not obtained the permit, they are still responsible for the requirements of the permit and should not start work until they have reviewed all of the Approved documents issued with the building permit. Since the contractor is responsible for the actual construction and final implementation of the designs, nothing on the project should occur without their knowledge including deviations by their subcontractors. They should know who is working on their job and when they are working. Contractors who fail to assume this responsibility will be subject to contractor discipline by the City Manager as specified in Section 8-200.4 of the Contractor Licensing Ordinance with penalties ranging from probation with notification of probation status listed on the city's website, suspension or revocation of their contractor's license. A contractor's defense that they were unaware of permit conditions or of what was occurring on their job will not be acceptable and in fact, may become the basis of disciplinary action.

The complete ordinance is available on our webpage at the city's website at www.salina-ks.gov. Copies of the applicable sections of the ordinance are also available upon request in our offices. We would encourage everyone to read the ordinance before calling with questions about the new requirements. If you are still unsure of how this ordinance affects you, we would be happy to answer your questions if you would care to drop by our offices, or by phone at 785-309-5715 or by email at building.services@salina.org