



**THE CITY OF NEWTON FALLS  
ZONING DEPARTMENT  
612 West Broad St. Newton Falls, OH 44444  
330-872-3157 Press 4  
zoning@newtonfallsoh.gov**

**REQUEST FOR CONTRACTOR REGISTRATION FEE: \$100.00 (per license)**

TYPE: (check one)

<input type="checkbox"/>	ASPHALT	<input type="checkbox"/>	LOW VOLTAGE	<input type="checkbox"/>	UTILITY SERVICE PROVIDER
<input type="checkbox"/>	CEMENT	<input type="checkbox"/>	MASONRY	<input type="checkbox"/>	OTHER:
<input type="checkbox"/>	DEMOLITION	<input type="checkbox"/>	SEWER	<input type="checkbox"/>	
<input type="checkbox"/>	EXCAVATOR	<input type="checkbox"/>	SIGN	<input type="checkbox"/>	
<input type="checkbox"/>	FENCE	<input type="checkbox"/>	ROOFING	<input type="checkbox"/>	GENERAL *Does not cover mechanicals.

<input type="checkbox"/>	ELECTRICAL	<input type="checkbox"/>	HYDRONICS	<input type="checkbox"/>	PLUMBING	<input type="checkbox"/>	FIRE ALARM
<input type="checkbox"/>	HVAC	<input type="checkbox"/>	REFRIGERATION	<input type="checkbox"/>	SPRINKLER	<input type="checkbox"/>	

Have you previously been registered with the City of Newton Falls? ☐ YES ☐ NO

COMPANY NAME:

APPLICANT'S NAME:

MAIN OFFICE CONTACT IF DIFFERENT FROM ABOVE:

List those authorized to obtain permits in the name of the applicant:

NAME: NAME:

NAME: NAME:

STREE ADDRESS:

CITY, STATE, ZIP:

PHONE NUMBER: FAX NUMBER:

FEDERAL ID OR SOCIAL SECUTY NUMBER:

EMAIL ADDRESS:

SUBMITTAL REQUIREMENTS: (Must be submitted with application.)

- Proof of liability insurance by certificate of insurance in an amount not less than one hundred thousand and no/100 dollars (\$100,000) per occurrence. *Along with an endorsement naming the City of Newton Falls as an additional insured.*
- Proof of Worker's Compensation for the applicant's employees be provided before the issuance of the license.
- Provide a surety bond in the amount of twenty thousand dollars (\$20,000.00).

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

DATE ISSUED:

REGISTRATION NUMBER:



## PLANNING & ZONING

MARK STIMPERT ✧ ADMINISTRATOR

330 872-3157 ✧ [zoning@newtonfallsoh.gov](mailto:zoning@newtonfallsoh.gov)

### NOTE: CONTRACTOR REGISTRATION

The City will only hold copies of the Insurance/Bonds for each contractor. Copies will be given to the homeowner/property owner at their request if they have issues with the contractor.

The City will not be involved beyond taking information for registration and holding copies of the documents.



EXHIBIT A  
Ordinance 2021-22

CONTRACTOR REGISTRATION

DEFINITIONS.

For the purposes of this chapter, certain words are defined as follows:

- (a) "Contractor" means any person, firm, or corporation contracting to supply and perform work or labor for another person, firm or corporation for a stipulated sum of money.
- (b) "Sub-contractor" means any person, firm, or corporation assuming by secondary contract some or all of the obligations of an original contractor.
- (c) "City" means the City of Newton Falls, Ohio.
- (d) "Building Inspector" means the Zoning Compliance Officer of the City.

LICENSE REQUIRED.

No person, firm or corporation, either as contractor or sub-contractor, shall construct, alter, remove, demolish, or commence the construction, alteration, removal or demolition of any building or structure or shall install any equipment for the operation of a building or structure without first filing with the Building Inspector, an application in writing and obtaining a formal license in conformity with this chapter. Exceptions to this license requirement are as follows:

1. A homeowner and/or a landlord performing their own labor on property owned and/or occupied by said owner.

2. A handyman type sole proprietor, having zero employees other than his or herself.

## EXCEPTIONS

Exceptions from registration shall be as follows:

(a) Home Owners. No provision of this chapter shall be construed to require that a fee simple owner of a parcel(s) of real estate be registered, who personally will perform work or assist in the performance of work upon the real estate. Real estate owners shall be required to obtain all necessary permits. Such work shall be performed in accordance with the Building Code and according to plans and specifications filed with the application for a permit.

(b) Government Agencies, Public Utilities, Private Organizations. Provisions of registration shall not apply to Federal, State, County or Municipal governmental agencies, public utilities furnishing services to the City under Municipal-utility franchise agreements or to industrial, commercial or institutional organizations. A maintenance department, doing work within the provisions of the Building Code, is provided for except that should work covered by the Building Code be contracted to outside concerns, then such contractors shall be registered with the City as provided herein.

(c) Minors. No provision of this chapter shall be construed to require a minor to be registered.

## REGISTRATION PERIOD.

(a) Term. All registration certificates shall expire one year from the date on which the certificate was issued.

(b) Initial Application. Initial application for registration may be made at any time during regular business hours by applying with the City Building Official and providing such information as required by Section titled APPLICATION AND ISSUANCE; FEE; CERTIFICATION.



## APPLICATION AND ISSUANCE; FEE; CERTIFICATION.

No person, firm or corporation, either as a contractor or sub-contractor shall perform any of the services set forth in Section 2 above without first obtaining a license from the Building Inspector to perform such work within the City.

No license shall be issued by the Building Inspector until the contractor or sub-contractor has first submitted the following requirements:

- (a) Payment of a fee in the amount of one hundred dollars (\$100.00) the first year, which year shall commence on the day the license is issued, then renewed upon payment of fee in the amount of fifty dollars (\$50.00) for subsequent years
- (b) Certification from the City Income Tax Department that such person, firm or corporation, either as contractor or sub-contractor, is registered with such department, including its partners, employees, agents or servants of such contractor or subcontractor performing work or labor within the City;
- (c) Proof of liability insurance by certificate of insurance in an amount not less than one hundred thousand and no/100 dollars (\$100,000) per occurrence. In the event the insurance policy expires prior to the expiration date of the license, the contractor or sub-contractor, must guarantee and acknowledge in writing that he will maintain said liability insurance coverage for the full term of the license (i.e. one year). Any lapse in liability insurance coverage will result in an automatic revocation of license.
- (d) Provide a surety bond in the amount of twenty thousand dollars (\$20,000).
- (e) Upon the request of the issuance of a license, it is required that proof of Worker's Compensation for the applicant's employees be provided before the issuance of the license

## SUSPENSION OR REVOCATION OF REGISTRATION.

(a) Registration may be suspended by the Building Inspector or his designee(s) for any of the following reasons:

- (1) Violation of any provision of this chapter or any part of the Building Code;
- (2) Misrepresentation of material fact in order to become registered, or in the removal of registration;
- (3) Failure to secure permits, inspections and approvals required by the Building Code;
- (4) Use of registration to obtain a permit for another;
- (5) Failure or refusal to correct a violation of the Building Code within a prescribed period of time or to correct incompetent work as ordered by the City Building Inspector or their designee(s);
- (6) For any other reason that is determined to be adverse to the health, safety and welfare of the residents of the City;
- (7) Repeated and continued violations of the Building Code; or
- (8) Failure to maintain coverage under the Ohio Worker's Compensation Laws.
- (9) Failure to comply with the City of Newton Falls Income Tax Laws.
- (10) Failure to maintain the Liability Insurance as herein required.

(b) Notice of suspension shall be by written notice to the contractor and shall state the grounds upon which the findings are based. The notice shall specify a reasonable period of time within which to remedy the findings. If the contractor fails to remedy the findings, the Building Inspector or their designee(s) shall proceed with a stop work order and revocation of the Registration subject to the appeal procedure set forth by the Board of Zoning Appeals in §1159.04 of the City of Newton Falls, Ohio Zoning Regulations, as upon an Administrative Appeal.

#### PENALTY.

(a) Failure to Register. Failure to register with the City Building Official as set forth in this chapter shall result in termination of all work on the project or projects

under violation and/or an assessment amounting to double the cost of the registration fee for each offense. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues until such registration is completed.

(b) Failure to Maintain Minimum Requirements. Failure to maintain the minimum registration requirements of this chapter shall result in termination of all work on the project or projects under violation and/or a fine Two Hundred Fifty Dollars (\$250.00) for each offense. A separate offense shall be deemed committed on each jobsite on which a violation occurs or continues until proof of such requirements are presented.



## RECORD OF ORDINANCES

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 30043

Ordinance No. 2021-22 Passed 1-5, 2022SPONSOR: Mayor KlineORDINANCE 2021- 22**AN ORDINANCE REQUIRING THE REGISTRATION OF CONTRACTORS  
OPERATING WITHIN THE CITY OF NEWTON FALLS.**

WHEREAS, Numerous persons and groups of persons provide services, labor, services and material and/or labor and materials as contractors within the City of Newton Falls; and

WHEREAS, City Council desires to regulate such contractors for the protection of the residents of the City, and both public and private property within the City.

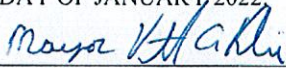
THE COUNCIL OF THE CITY OF NEWTON FALLS, STATE OF OHIO, HEREBY ORDAINS:

**Section 1:** Newton Falls City Council hereby adopts the following requirements for contractors working within the City of Newton Falls as attached as "Exhibit A." This Ordinance shall be effective for two years after its effective date. At the time, the Council shall review the effectiveness of the Ordinance and shall by Ordinance or Resolution either approve the continuation of this Ordinance, amend it, or rescind it.

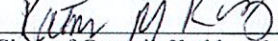
**Section 2.** That any ordinances or resolutions of the City of the Village of Newton Falls in conflict herewith are hereby repealed, and that any and all ordinances and resolutions consistent herewith ratified and confirmed.

**Section 3.** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

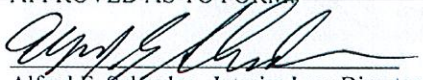
PASSED IN COUNCIL 5<sup>th</sup> DAY OF JANUARY, 2022.



Mayor, Kenneth A. Kline

ATTEST:   
Clerk of Council, Kathleen M. King

APPROVED AS TO FORM:

  
Alfred E. Schrader - Interim Law Director

ATTEST:

Newton Falls, Ohio \_\_\_\_\_  
I, hereby certify that Resolution or Ordinance  
No. \_\_\_\_\_ was published by title or  
in full in the local newspaper, or designated  
by Council resolution on the date or dates of  
\_\_\_\_\_.

\_\_\_\_\_  
Kathy King, Clerk of Council