

**Work Requiring a Home Improvement Contractor (HIC) Registration
or Construction Supervisor License (CSL)
for Existing Owner Occupied 1- to 4-Family Dwellings**

Type of Work (jobs over \$500 each or over \$5000 earned annually)	Do I need a Construction Supervisor License?	Do I need a Home Improvement Contractor Registration?	Do I need a Bldg. Permit?	Comments
Air Conditioning, central.	yes	no	yes	By licensed trades, as required by law.
Window Awnings	no	no	maybe	BP if structural and/or sidewalk projection.
Carpentry, structural	yes	yes	yes	
Carpentry, trim	maybe	yes	maybe	If fire resistance requirements pertain.
Decks	yes	yes	yes	
Demolition	yes	yes	yes	Demo CSL minimum.
Door Replacement	yes	yes	maybe	BP req'd if exit door or public safety concern.
Door Installation	yes	yes	yes	
Driveways	no	no	no	
Energy Conservation Devices	no	no	no	Thermostats, light bulbs, weather stripping.
Fencing	maybe	no	maybe	BP\CSL not req'd if less than seven feet high.
Flooring, finish, carpet, tile	no	no	maybe	Fire requirements in 3- and 4-family.
Flooring, structural	yes	yes	yes	
Gutters	no	yes		
Heating System, central.	maybe	no	yes	By licensed trades, as required by law.
Insulation	yes	yes	yes	Insulation CSL minimum.
Kitchen Cabinets and Shelving	maybe	yes	no	CSL\BP req'd if part of larger scope project.
Landscaping, routine	no	no	no	
Locks	no	yes	maybe	If affecting egress doors.
Masonry Walls, not retaining	maybe	no	maybe	If a possible threat to life safety.
Masonry, related to building	yes	yes	yes	Masonry CSL minimum.
Masonry, landscaping	no	no	no	If no threat to public safety.
Painting, exterior	no	yes	no	
Painting, interior	no	no	no	
Patios	no	no	no	
Plastering	yes	yes	yes	
Plumbing	no	no	maybe	By licensed trades, as required by law. BP\CSL may be needed if cutting\notching building elements
Roofing , minor repairs	yes	yes	maybe	BP needed unless considered an ordinary repair by the Building Official. Roofing CSL minimum.
Roofing, new or replacement	yes	yes	yes	Roofing CSL minimum.
Shed Construction	yes	yes	maybe	BP\CSL req'd for sheds with floor area greater than 200 square feet (1-2 family) and 120 square feet (for other properties).
Sheet Metal/Exhaust Venting	maybe	no	yes	By licensed trades, as required by law.
Sheetrock/Wallboard	yes	yes	yes	
Shutters	no	no	no	
Siding	yes	yes	yes	Window/Siding CSL minimum.
Solar Panels	yes	yes	yes	By licensed trades, as required by law.
Solid Fuel Burning Appliance	yes	yes	yes	Solid Fuel Burning Appliance CSL minimum.
Stairs, exterior	yes	yes	yes	
Swimming Pools, above ground.	no	no	yes	ISPSC Design\Construction Required
Swimming Pools, below ground.	yes	yes	yes	ISPSC Design\Construction Required
Walls, exterior retaining.	no	yes	no	Less than 4 feet high.
Window, install/replace	yes	yes	yes	Window\Siding CSL minimum.
Wiring	no	no	maybe	By licensed trades, as required by law. BP\CSL needed if cutting /\notching building elements

Note: This list is incomplete. It is provided by BBRS and OCABR Staff as guidance only.

Revised 04/26/2018