



CITY OF EL MONTE

Community and Economic Development Department Building Division

Contractor Licensing Policy for Commercial and Multifamily Construction Projects

Contractor Licensing Policy for Commercial and Multifamily Construction Projects

Purpose

This policy establishes the requirements and standards for contractor licensing for commercial and multifamily construction projects within the City of El Monte, California. The primary goals are to ensure compliance with state law, enhance public safety, and safeguard consumers by mandating that all qualifying construction work be performed by properly licensed contractors.

Scope

This policy applies to all commercial and multifamily construction projects within the City of El Monte, including new construction, additions, alterations, repairs, and maintenance work.

Policy

1. Legal Requirement

In accordance with the Contractors State License Law (California Business and Professions Code §§7000–7173), any individual or business performing construction work valued at \$500 or more (including labor and materials) must possess a valid contractor's license issued by the California Contractors State License Board (CSLB). This requirement applies to all commercial and multifamily projects within the City of El Monte.

2. Responsibilities

- **Contractors:** All contractors must ensure they hold a valid license from the CSLB for the type of work they are performing. Contractors are responsible for providing proof of licensing upon request by the City of El Monte.
- **Property Owners:** Property owners are responsible for verifying that all contractors hired for their projects hold valid licenses from the CSLB. Owners must keep records of contractor licenses on file for all projects.
- **City of El Monte:** The City of El Monte is responsible for enforcing this policy, conducting inspections, and ensuring that all construction work complies with licensing requirements and applicable codes and standards.

3. Enforcement

The City of El Monte will enforce this policy through routine inspections, plan checks, and reviews of contractor licenses. Any contractor found to be performing work without a valid license may be subject to the following actions:

- Stop-work orders
- Fines and penalties as prescribed by state law
- Mandatory correction of violations
- Potential revocation of project approvals

4. Record Keeping

The City of El Monte will maintain records of all contractor licenses and inspections related to commercial and multifamily construction projects.

Effective Date

This policy is effective as of July 1st, 2025. All commercial and multifamily construction projects initiated after this date must comply with the requirements outlined in this policy.