

**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 (for jobs over \$500 each or over \$5000/yr total)	Do I need to be registered or licensed?	Which one?		Do I need a Bldg. Permit?	Comments
		HIC Reg.	CSL		
Air Conditioning, central.	yes			yes	By licensed trades, as required by law.
Window Awnings	no			maybe	
Carpentry, structural	yes	✓	✓	yes	
Carpentry, trim	yes	✓		no	Finish work only
Decks	yes	✓	✓	yes	
Demolition	yes	✓	✓	yes	Demo CSL min.
Door Replacement	yes	✓	✓	maybe	BP req'd if exit door or public safety concern.
Door Installation	yes	✓	✓	yes	
Driveways	no				
Energy Conservation Devices	no				Thermostats, light bulbs
Fencing	maybe		maybe	maybe	BP/CSL not req'd if less than six feet high.
Flooring, finish, carpet, tile	no			maybe	Fire requirements in 3- and 4-family.
Flooring, structural	yes	✓	✓	yes	
Gutters	yes	✓	maybe	maybe	BP/CSL required if piercing the building env.
Heating System, central.	maybe			yes	By licensed trades, as required by law.
Insulation	yes	✓	✓	yes	Insulation CSL
Kitchen Cabinets and Shelving	yes	✓		no	
Landscaping, routine	no				
Locks	yes	✓		maybe	Egress doors only
Masonry Walls, not retaining	maybe		✓	maybe	if greater than six (6) feet high
Masonry, related to building	yes	✓	✓	yes	Masonry CSL min
Masonry, landscaping	no				If no threat to public safety.
Painting, exterior	yes	✓			
Painting, interior	no				
Patios	no				
Plastering	yes	✓	✓	yes	
Plumbing	yes		maybe	maybe	By licensed trades, as required by law. BP/CSL needed if cutting / notching building elements
Roofing , minor repairs	yes	✓	✓	maybe	BP needed unless considered an ordinary repair by the Building Official
Roofing, new or replacement	yes	✓	✓	yes	Roofing CSL
Shed Construction	yes	✓	maybe	maybe	Floor area more than 200 square feet (1-2 family); and 120 square feet (3-4 family). require a BP/CSL
Sheet Metal/Exhaust Venting	maybe			yes	By licensed trades, as required by law.
Sheetrock/Wallboard	yes	✓	✓	yes	
Shutters	no				
Siding	yes	✓	✓	yes	Window/Siding CSL
Solar Panels	yes	✓	✓	yes	By licensed trades, as required by law
Solid Fuel Burning Appliance	yes	✓	✓	yes	Appliance CSL
Stairs, exterior	yes	✓	✓	yes	
Swimming Pools, above ground.	no			yes	ANSI/NSPI-4 Design/Construction Required
Swimming Pools, below ground.	yes	✓		yes	ANSI/NSPI-5 Design/Construction Required
Walls, exterior retaining.	yes	✓			Less than 4 feet high.
Window, install/replace	yes	✓	✓	yes	Window/Siding CSL
Wiring	yes		maybe	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/DPS Staff as guidance only**

**Revised 04/27/2016**