

NORTHFIELD VILLAGE DEPARTMENT OF PUBLIC SERVICE
SERVICE DEPARTMENT – BUILDING & ZONING DEPARTMENT
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June 7, 2012

Village of Northfield Business Owners:

The intent of this letter is to remind all businesses that any persons, entities, or contractors hired by you to perform work on your premises need to be registered as contractors with the Village pursuant to Chapter 1476 of the Village's Codified Ordinances. The Village's Contractor Registration Ordinance pertains to the following contractors: hvac, sheet metal, electrical, carpentry, cement and asphalt, drywall, excavating and trenching, floor covering (except carpeting), garage door, general building, gutter installation, insulation, landscaping (except regular, routine maintenance of established yard or landscaping areas such as mowing, weeding, trimming, or isolated or annual planting), lot clearing, masonry, painting, piping and plumbing, refrigeration, roofing, and siding.

As a result, we are requesting your cooperation in: (1) advising your contractors that they need to register with the Village prior to performing work on your property; and (2) ensuring that they do in fact register before they start. If you would like a list of all currently registered contractors for any specific specialty, please contact the Building & Zoning Department.

The Village's Contractor Registration Ordinance serves the purposes of making the Village aware of who is performing work in the Village and protecting businesses and residents from unscrupulous contractors. Registered contractors are required to post a bond each year that ensures that the contracted for work is performed to required standards and proper materials are used. Contractors that fail to meet the required standards may be barred from performing any work in the Village.

We appreciate your cooperation and assistance with this matter. If you have any questions or concerns regarding the Village's Contractor Registration Ordinance, please contact the Building & Zoning Department. Thank you for your attention to this request.

Very truly yours,

H. Jason Walters

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Building & Zoning Inspector