



# State of Arkansas

## CONTRACTORS LICENSING BOARD

4100 Richards Road  
North Little Rock, Arkansas 72117  
501/372-4661  
Fax 501/372-2247

### **Summary of Contractor Licensing Board's proposed rules stemming from the 2021 legislative session.**

These proposed rules are regarding: Process for Fee Waiver, Applicants with Criminal Backgrounds, Creating a Process for Military Licensure, and Creating a Registration Process for Residential Roofers.

**Purpose:** The Contractor's Licensing Board is seeking approval of proposed rules propounded in response to new laws passed during the 2021 Legislative Session.

**Authority:** The Contractor's Licensing Board has authority to make rules pursuant to 17-25-203.

**Background:** The Arkansas Legislature passed a variety of bills during the 2021 Regular Session that impacted the Contractor's Licensing Board. As a result, it is necessary to promulgate rules to properly implement the laws enacted.

### **Key Points:**

The proposed rules:

1. Create a process for licensing fees if the applicant is indigent
2. Create a process for licensing Active/Retired military and their spouses
3. Establish guidelines for considering criminal backgrounds in the licensing process
4. Create a registration process for residential roofers

**Discussion:** The new laws implemented changes across a large swath of government agencies. The rules are necessary to implement legal requirements specific to this agency.

Notice is hereby given that the Contractors Licensing Board and the Residential Contractors Committee will hold a public hearing on their proposed changes to their Rules. The Public Hearing will be held on June 07, 2022 at 9:00 a.m. at the offices of the Contractors Licensing Board, 4100 Richards Road, North Little Rock, AR. Written comments from the public will be accepted in advance of the meeting if received prior to June 07, 2022. Written comments should be mailed to: Contractors Licensing Board, 4100 Richards Road, North Little Rock, AR 72117. Proposed modifications to the Rules include, but are not limited to: Subcontractor Registration; Bond in Lieu of a Financial Statement; Military Licensure; Fee Waivers; Criminal Background Checks; Residential Roofer Registrations; and grammatical and stylistic changes to existing rules. Copies of the proposed Rules may be reviewed at the Boards website: [www.aclb.arkansas.gov](http://www.aclb.arkansas.gov).

# ARKANSAS REGISTER

## Proposed Rule Cover Sheet

Secretary of State

John Thurston

500 Woodlane Street, Suite 026

Little Rock, Arkansas 72201-1094

(501) 682-5070

[www.sos.arkansas.gov](http://www.sos.arkansas.gov)

Name of Department Arkansas Department of Labor and Licensing

Agency or Division Name Contractors Licensing Board

Other Subdivision or Department, If Applicable Residential Contractors Committee

Previous Agency Name, If Applicable \_\_\_\_\_

Contact Person Greg Crow

Contact E-mail gregory.crow@arkansas.gov

Contact Phone 501-371-1500

Name of Rule 224-25-5-2 License Expiration & Renewal and 224-25-5-15 Uniform Service Members, Uniformed Service Veterans and Their Spouses

Newspaper Name Arkansas Democrat Gazette

Date of Publishing May 02, 2022, May 03, 2022 and May 04, 2022

Final Date for Public Comment June 07, 2022

Location and Time of Public Meeting Contractors Licensing Board, 4100 Richards Road, North Little Rock, AR, 72117 // June 07, 2022 at 9:00 a.m.

**QUESTIONNAIRE**  
**FOR FILING PROPOSED RULES WITH THE**  
**ARKANSAS LEGISLATIVE COUNCIL**

**DEPARTMENT/AGENCY** Department of Labor and Licensing \_\_\_\_\_  
**DIVISION** Contractors Licensing Board \_\_\_\_\_  
**DIVISION DIRECTOR** Greg Crow \_\_\_\_\_  
**CONTACT PERSON** Greg Crow \_\_\_\_\_  
**ADDRESS** 4100 Richards Road, North Little Rock, AR 72117 \_\_\_\_\_  
**PHONE NO.** (501) 372-4661 **FAX NO.** (501) 372-2247 **E-MAIL** gregory.crow@arkansas.gov \_\_\_\_\_  
**NAME OF PRESENTER AT COMMITTEE MEETING** Greg Crow \_\_\_\_\_  
**PRESENTER E-MAIL** gregory.crow@arkansas.gov \_\_\_\_\_

**INSTRUCTIONS**

- A. Please make copies of this form for future use.  
B. Please answer each question completely using layman terms. You may use additional sheets if necessary.  
C. If you have a method of indexing your rules, please give the proposed citation after "Short Title of this  
D. Rule" below.  
E. Submit two (2) copies of the Questionnaire and Financial Impact Statement attached to the front of two (2) copies of the proposed rule and required documents. Mail or deliver to:

Jessica C. Sutton  
Administrative Rules Review Section  
Arkansas Legislative Council  
Bureau of Legislative Research  
One Capitol Mall, 5th Floor  
Little Rock, AR 72201

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1. What is the short title of this rule? Residential Contractors Committee Rules 224-25-5-1 et seq.

2. What is the subject of the proposed rule? Creating process for military licensure.

3. Is this rule required to comply with a federal statute, rule, or regulation? Yes ☐ No ☒

If yes, please provide the federal rule, regulation, and/or statute citation.

4. Was this rule filed under the emergency provisions of the Administrative Procedure Act?

Yes ☐ No ☒

If yes, what is the effective date of the emergency rule? \_\_\_\_\_

When does the emergency rule expire? \_\_\_\_\_

Will this emergency rule be promulgated under the permanent provisions of the Administrative Procedure Act? Yes ☐ No ☐

5. Is this a new rule? Yes ☐ No ☒ If yes, please provide a brief summary explaining the rule.

Does this repeal an existing rule? Yes ☐ No ☒ If yes, a copy of the repealed rule is to be included with your completed questionnaire. If it is being replaced with a new rule, please provide a summary of the rule giving an explanation of what the rule does.

Is this an amendment to an existing rule? Yes ☒ No ☐ If yes, please attach a mark-up showing the changes in the existing rule and a summary of the substantive changes. Note: The summary should explain what the amendment does, and the mark-up copy should be clearly labeled "mark-up."

This rule amendment creates a process for expediting an initial license application for individuals who are uniformed service members pursuant to Act 135 of 2021.

6. Cite the state law that grants the authority for this proposed rule? If codified, please give the Arkansas Code citation.

135 of 2021

7. What is the purpose of this proposed rule? Why is it necessary?

It is necessary to comply with Act 135 of 2021.

8. Please provide the address where this rule is publicly accessible in electronic form via the Internet as required by Arkansas Code § 25-19-108(b).  
www.aclb.arkansas.gov

9. Will a public hearing be held on this proposed rule? Yes ☒ No ☐ If yes, please complete the following:

Date: 06/07/2022

Time: 9:00 a.m.

Place: 4100 Richards Road, North Little Rock, AR 72117

10. When does the public comment period expire for permanent promulgation? (Must provide a date.)

06/07/2022

11. What is the proposed effective date of this proposed rule? (Must provide a date.)

07/01/2022

12. Please provide a copy of the notice required under Ark. Code Ann. § 25-15-204(a), and proof of the publication of said notice.

13. Please provide proof of filing the rule with the Secretary of State as required pursuant to Ark. Code Ann. § 25-15-204(e).

14. Please give the names of persons, groups, or organizations that you expect to comment on these rules? Please provide their position (for or against) if known.

Association of General Contractors of Arkansas and Arkansas Building Contractors

## FINANCIAL IMPACT STATEMENT

PLEASE ANSWER ALL QUESTIONS COMPLETELY

DEPARTMENT Department of Labor and Licensing

DIVISION Contractors Licensing Board

PERSON COMPLETING THIS STATEMENT Sherry Seiffert

TELEPHONE NO. (501) 372-4661 FAX NO. (501) 372-2247 EMAIL: sherry.seiffert@arkansas.gov

To comply with Ark. Code Ann. § 25-15-204(e), please complete the following Financial Impact Statement and file two (2) copies with the Questionnaire and proposed rules.

SHORT TITLE OF THIS RULE

Residential Contractors Committee Rules 224-25-5-1 et seq.

1. Does this proposed, amended, or repealed rule have a financial impact? Yes ☐ No ☒
2. Is the rule based on the best reasonably obtainable scientific, technical, economic, or other evidence and information available concerning the need for, consequences of, and alternatives to the rule?  
Yes ☒ No ☐
3. In consideration of the alternatives to this rule, was this rule determined by the agency to be the least costly rule considered? Yes ☒ No ☐

If an agency is proposing a more costly rule, please state the following:

- a) How the additional benefits of the more costly rule justify its additional cost;

- b) The reason for adoption of the more costly rule;

- c) Whether the more costly rule is based on the interests of public health, safety, or welfare, and if so, please explain; and

- d) Whether the reason is within the scope of the agency's statutory authority, and if so, please explain.

4. If the purpose of this rule is to implement a federal rule or regulation, please state the following:

a) What is the cost to implement the federal rule or regulation?

Current Fiscal Year

Next Fiscal Year

General Revenue \_\_\_\_\_  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

General Revenue \_\_\_\_\_  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

Total \$ 0.00

Total \$ 0.00

b) What is the additional cost of the state rule?

Current Fiscal Year

Next Fiscal Year

General Revenue \_\_\_\_\_  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

General Revenue \_\_\_\_\_  
Federal Funds \_\_\_\_\_  
Cash Funds \_\_\_\_\_  
Special Revenue \_\_\_\_\_  
Other (Identify) \_\_\_\_\_

Total \$ 0.00

Total \$ 0.00

5. What is the total estimated cost by fiscal year to any private individual, entity and business subject to the proposed, amended, or repealed rule? Identify the entity(ies) subject to the proposed rule and explain how they are affected.

Current Fiscal Year

Next Fiscal Year

\$ 0.00

\$ 0.00

The agency does not anticipate a financial impact.

6. What is the total estimated cost by fiscal year to state, county, and municipal government to implement this rule? Is this the cost of the program or grant? Please explain how the government is affected.

Current Fiscal Year

Next Fiscal Year

\$ 0.00

\$ 0.00



7. With respect to the agency's answers to Questions #5 and #6 above, is there a new or increased cost or obligation of at least one hundred thousand dollars (\$100,000) per year to a private individual, private entity, private business, state government, county government, municipal government, or to two (2) or more of those entities combined?  
Yes ☐ No ☒

If YES, the agency is required by Ark. Code Ann. § 25-15-204(e)(4) to file written findings at the time of filing the financial impact statement. The written findings shall be filed simultaneously with the financial impact statement and shall include, without limitation, the following:

- (1) a statement of the rule's basis and purpose;
- (2) the problem the agency seeks to address with the proposed rule, including a statement of whether a rule is required by statute;
- (3) a description of the factual evidence that:
  - (a) justifies the agency's need for the proposed rule; and
  - (b) describes how the benefits of the rule meet the relevant statutory objectives and justify the rule's costs;
- (4) a list of less costly alternatives to the proposed rule and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (5) a list of alternatives to the proposed rule that were suggested as a result of public comment and the reasons why the alternatives do not adequately address the problem to be solved by the proposed rule;
- (6) a statement of whether existing rules have created or contributed to the problem the agency seeks to address with the proposed rule and, if existing rules have created or contributed to the problem, an explanation of why amendment or repeal of the rule creating or contributing to the problem is not a sufficient response; and
- (7) an agency plan for review of the rule no less than every ten (10) years to determine whether, based upon the evidence, there remains a need for the rule including, without limitation, whether:
  - (a) the rule is achieving the statutory objectives;
  - (b) the benefits of the rule continue to justify its costs; and
  - (c) the rule can be amended or repealed to reduce costs while continuing to achieve the statutory objectives.

## **Rule Changes – Act 135 – Uniform Service Licensing**

### **MARK UP COPY**

#### **224-25-5-2 LICENSE EXPIRATION & RENEWAL**

(a) Expiration. All licenses to engage in the business of contracting in the State of Arkansas shall expire at midnight of the date of its expiration. ~~However, a license held by an active duty service person, or their spouse, who is on deployment outside the State of Arkansas shall not expire until 180 days following their return to the State.~~

#### **224-25-5-5 INACTIVE STATUS**

A holder of a license may choose to become inactive in the State of Arkansas at the time of any renewal. A license holder who is inactive may not bid on any contract, pull any permit, nor perform any work for which a license is required. A license holder who elects inactive status must pay all renewal fees, but is not required to submit financial information to the Committee. A license holder who is on inactive status may reactivate its license by making a request to the Committee and providing all necessary information required to renew as an active license holder. ~~A license holder may remain on inactive status for a period of time not to exceed six (6) consecutive years. Active duty service people who hold license are allowed additional time in inactive status if deployed outside the State of Arkansas. However, they must request additional time within 180 days of returning to the State.~~

#### **224-25-5-15 UNIFORM SERVICE MEMBERS, UNIFORMED SERVICE VETERANS AND THEIR SPOUSES**

(a) All applications submitted by Uniformed Service Members, Uniformed Service Veterans, and their spouses shall be expedited.

(b) A ninety (90) day temporary license shall be issued upon the receipt of an application and application fee submitted by a Uniform Service Member, a Uniformed Service Veteran or their spouse if the applicant holds in good standing a license from another jurisdiction with a similar scope of practice. The temporary license may be extended as necessary upon the showing of good cause by the applicant.

(c) Any applicant who is a Uniform Service Member, a Uniformed Service Veteran or their spouse and the applicant holds in good standing a license from another jurisdiction with a similar scope of practice shall not be required to demonstrate experience or be required to take the examination required by Ark. Code. Ann. § 17-25-509.

(d) A license or registration held by a Uniform Service Member or their spouse who is on deployment outside the State of Arkansas shall not expire until 180 days following their return to the State.

(e) A license or registration held in inactive status by a Uniform Service Member or their spouse who is on deployment outside the State of Arkansas shall not expire until 180 days following their return to the State.

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