

ARTICLE 1703

Requirements and Qualifications to Obtain Licensing to Perform Electrical Work Within the City of Bethlehem

1703.00	Scope
1703.01	Definitions.
1703.02	Applicants' Qualifications, Applications and Examinations.
1703.03	Geographical Requirement.
1703.04	Licenses and Fees.
1703.05	Change in Registration.
1703.06	Proof of Responsibility.
1703.07	Suspensions or Revocations.
1703.08	Non-Licensed Work.
1703.09	False Statements.
1703.10	Reciprocity.
1703.11	Escrow.
1703.12	Owner Performance.
1703.13	Designation of Telecommunication Installation Companies.
1703.14	Abolition of Electricians Examining Board.
1703.99	Penalties and Enforcement.

CROSS REFERENCES

Adoption by reference - See 3rd Class Charter Law §608(a)
[53 P.S. §41608(a)]; 3rd Class City Code §2403(67) [11 Pa.C.S. § 11018.1(a)(2)(iii)(C)]
Electrical system - See BLDG. Art. 1733
Pennsylvania Uniform Construction Code – See Article 1701

1703.00 Scope

This Article shall regulate the business of installing, altering, or repairing wiring and appliances for electric light, heat, and power within the City of Bethlehem, and to provide for the licensing of all persons who engage in such business. The purpose of this licensing procedure is to foster the safety of those who reside, work or visit in the City of Bethlehem. This licensing procedure shall not be construed in such a manner as to provide artificial and unnecessary barriers to the conduct of electrical work by firms located both inside and outside of the City limits. Telecommunication installations, outside of this scope shall be covered by Section 1703.14 of this Article.

1703.01 Definitions

For the purposes of this Article the following definitions shall apply:

- (a) “Master Electrician” shall mean any person, or employee of a proprietorship, partnership, or corporation or similar entity who, within the City of Bethlehem, engages in or carries on the business of installing, erecting, altering, extending, maintaining, or repairing electrical wiring, apparatus, fixtures, devices, appliances, or equipment utilized or designated for the utilization of electricity for light, heat, or power purposes or for signaling systems, and who carries on such business as an independent contractor or employee of a proprietorship, partnership or corporation or similar entity and who has the final determination and the full responsibility for the manner in which the work is done, for the materials used and for the selection, supervision and control of Journeyman Electricians and apprentices employed on the work engaged in by said person, proprietorship, partnership, or corporation or similar entity.
- (b) “Master Electrician's License” shall mean a license issued to a Master Electrician as herein defined, who, by passing the required examination and tests, has qualified as a competent person to be a Master Electrician.
- (c) “Residential Electrician” shall mean any person, or an employee of a proprietorship, partnership, or corporation or similar entity who, within the City of Bethlehem, engages in or carries on the business of installing, erecting, altering, extending, maintaining or repairing electrical wiring, apparatus, fixtures, devices, appliances or equipment utilized or designated for the utilization of electricity for light, heat or power purposes, or signaling systems, and who carries on such business as an independent contractor, or employee of a proprietorship, partnership, or corporation or similar entity and who has the final determination and the full responsibility for the manner in which the work is done, and for the materials used and for the selection supervision and control of any workers engaged by said person, proprietorship, partnership or corporation or similar entity.

Such licensed Residential Electrician shall be restricted to residential electrical work in one (1) and two (2) family dwelling and dwelling units. Work may not be performed in non-residential buildings nor in mixed-use buildings where a single electrical service is utilized for the entire building. Residential Electricians are restricted to the installation of 600 amp single phase services or less and in buildings of not more than three (3) stories. (Ord. 2012-7. Passed 3/6/2012)

- (d) “Residential Electrician's License” shall mean a license issued to a Residential Electrician as herein defined who, by passing the required examination and tests, has qualified as a competent person to be a Residential Electrician. At least one licensed Residential Electrician is required per job. (Ord. 2012-7. Passed 3/6/2012)
- (e) “Journeyman Electrician” shall mean any person who shall have passed the Journeyman Electrician's examination and qualified and registered in accordance with the terms of this Article and one who is the holder of a Journeyman Electrician's License and is employed as defined in the definition of Master Electrician.
- (f) “Journeyman Electrician's License” shall mean a license issued to a Journeyman Electrician as herein defined, who, by passing the required examination and tests, has qualified as a competent person to be a Journeyman Electrician. At least one licensed Journeyman Electrician is required per job. (Ord. 2012-7. Passed 3/6/2012)
- (g) “Special Electrician” shall mean any person, who installs, alters or repairs electrical wiring, appliances for heat, light, power, and or signaling systems in or on buildings or lots in the City, and who is an employee of a proprietorship, partnership, or corporation or similar entity which owns, leases, or manages a building, buildings, or parts thereon situated in the City of Bethlehem. The Special Electrician so employed shall be authorized to determine the method of doing the electrical work the materials to be used and the persons to be employed on such work.
- (h) “Special Electrician's License” shall mean a license issued to a Special Electrician, as herein defined, whom, by passing the required examination and tests has qualified as a competent person to be a Special Electrician.
- (i) “Electrical Appliance Installer” shall mean any person, or employee of a proprietorship, partnership, or corporation or similar entity who, within the City of Bethlehem engages in or carries on the business of installing and/or repairing electrical equipment, air conditioning, signs, or equipment utilized or designated for the utilization of electricity for heat, power, or lighting purposes, and who has the final determination and the full responsibility for the manner in which the work is done, for the material used and for the selection, supervision, and control of any persons employed on the work engaged in by said proprietorship, partnership or corporation or similar entity.

Such licensed Electrical Appliance Installer shall be limited to the

installation, only, of circuit and control wiring and connection to motors rated not in excess of five (5) horsepower, heating equipment loads not in excess of ten (10) KW and sign equipment loads not in excess of two and one-half (2-1/2) KW. When necessary to alter or increase service board equipment, service feeders, or distribution to accommodate any additional light, heat, or power loads, such changes shall be performed by a licensed Master Electrician or Residential Electrician, as appropriate.

- (j) “Electrical Appliance Installer's License” shall mean a license issued to an Electrical Appliance Installer who, by passing the required examinations and tests has qualified as a competent person to be an Electrical Appliance Installer.
- (k) Items covered defined - "Materials", "Electrical", or "Electrical Materials", "Electrical Appliances" and "Electrical Fixtures" shall mean and include all electrical apparatus, electrical appliances, electric wiring, electrical fixtures, and all electrical supplies of whatever kind or nature used as a part of any installation for the transmission or consumption of electrical energy, including, without limitation, the electrical installation and apparatus used in a connection with and adjunctive to lighting, cooling, heating, cooking plumbing, ventilating and refrigerating equipment, display and advertising signs and water heaters, provided, however, said terms shall not include incandescent lamps or domestic electrical appliances severable from the freehold without material damage thereto.
- (l) “Electrical Work” shall mean the installation, alteration, and repair of Electrical Materials, Electrical Appliances, and/or Electrical Fixtures.
- (m) Public Services Corporation – The Code shall not apply to the following: electrical equipment used in connection with railroads, television receiving, telephone communication which is P.U.C. regulated, radio broadcasting, elevators, and dumbwaiters and electric stairs, nor shall the Code apply to electrical equipment used in connection with lighting and power companies as show in NFPA 70-2002 (2002 National Electrical Code).
- (n) “Code”, or “the Code”, shall mean the version of the National Electrical Code, in effect as adopted by Article 1701 of the Codified Ordinances of the City of Bethlehem.
- (o) “Corporation or similar entity” shall have the same meaning as that term is prescribed in Rule 2176 of the Pennsylvania Rules of Civil Procedure.

1703.02 Applicants' Qualifications, Applications and Examinations

- (a) Applicants' Qualifications: An applicant for a Master Electrician's license or a Journeyman Electrician's License, at the time of application, shall have had a least four (4) years practical experience in the installation, alteration, and repair of wiring and electrical construction for electric light, heat, and power in or on buildings. An applicant for a Residential Electrician's License or a Special Electrician's License at the time of application, shall have had not less than two (2) years practical experience. An applicant for an Electrical Installer's License at the time of application shall have had not less than one (1) year practical experience.
- (b) Applications: Every application for a license shall be made in writing in such form and shall furnish such information as the Chief Code Official may, from time to time, require.
- (c) Examinations: Written examinations shall be prepared by the International Code Council (ICC) and administered by it to applicants to test each applicant's knowledge of the provisions of the Code and the work covered thereby and no license shall be issued unless the applicant attains a passing mark in such examination.

(Ord. 2012-7. Passed 3/6/2012)

1703.03 Geographical Requirement

No restriction based on location shall be made on applicants for Master, Residential, Journeyman, or Special Licenses who reside, or whose business is located, or who are employed by a business with its headquarters located outside the City of Bethlehem.

1703.04 Licenses and Fees

- (a) License Fees: Before any license will be issued to an approved applicant, the applicant shall pay a fee as per the Fee Schedule set forth in Section 1703.04(f).
- (b) No license shall be transferable.
- (c) License Term: Each license shall be issued for the calendar year during which it is issued and the full fee shall be payable irrespective of the date of issue.

Each license shall continue in force only so long as the licensee continues to be associated with the license holder same proprietorship, partnership or

corporation or similar entity.

- (d) License Renewal: Any license issued hereunder may be renewed without examination, provided the application or renewal is accompanied by the renewal fee prescribed hereinafter. Where an applicant seeking renewal of his or her license can show good and sufficient cause for his or her inability to renew his or her license before January 1st of any year, the Chief Code Official may, within thirty (30) days thereafter, permit the issuance without examination of a license upon payment of the prescribed fee for such new license within said thirty (30) days.

(Ord. 4471. Passed 2/5/2008; Ord. 2012-7. Passed 3/6/2012;
Ord. 2012-42. Passed 12/20/2012.)

- (e) Renewal Fees: The fees as required herein are to be established in accordance with the requirements as per Fee Schedule Section 1703.04(f).
- (f) Electricians License Fee

The yearly electricians license fee, renewable January 1 through January 31 each year, shall be:

- \$75.00 Master Electrician License;
- \$65.00 Residential Electrician License;
- \$50.00 Journeyman Electrician License;
- \$40.00 Special Electrician License;
- \$40.00 Electrician Appliance Installer License;
- \$40.00 Telecommunications Installer (no test required).

1703.05 Change in License:

- (a) An application for a change of license from Master Electrician to a Residential, Special or Journeyman Electrician shall be granted without examination.
- (b) An application for a change of license from Residential Electrician to Special or Journeyman Electrician shall be granted without examination.
- (c) An application for a change of license from Residential, Special or Journeyman Electrician to Master Electrician shall be granted only upon compliance by the applicant with all applicable provisions of the Code.

1703.06 Proof of Responsibility

At the time of, and as a condition of, issuance of a license under this Article, the applicant shall furnish a certificate evidencing proof of Workmen's Compensation, Bodily Injury and Property Damage Insurance applicable to the applicant, unless such evidence is currently on file in the Bureau of Inspections.

1703.07 Suspensions or Revocations

Every holder of a license, upon retiring from the electrical business or upon the occurrence of any other cause for suspension or revocation of such license, shall notify the Chief Code Official in writing of such fact, at the same time enclosing the license certificate. The Chief Code Official may, by an order in writing, suspend or revoke any license issued by him for good cause shown, including but not limited to the following: permitting unauthorized or fraudulent use of the license by another, failure to file applications for certificates performing work which fails to meet the Code, fraudulent dealing, or misrepresentation. Any licensee whose license has been suspended or revoked shall have the right to file an appeal to, and receive a hearing before, the Board of Appeals pursuant to Article 150 of the Codified Ordinances of the City of Bethlehem.

1703.08 Non-Licensed Work

No person shall perform Electrical Work as a Master Electrician, Residential Electrician, Journeyman Electrician, Special Electrician, or Electrical Appliance Installer without being issued and validly holding, respectively, a Master Electrician's License, Residential Electrician's License, Journeyman Electrician's License, Special Electrician's License, or Electrical Appliance Installer's License by the Chief Code Official, nor shall any person, proprietorship, partnership or corporation or similar entity permit any employee or independent contractor thereof to perform Electrical Work if such employee or independent contractor has not been issued the appropriate license required by this Section 1703.08. No person not the valid holder of a license issued pursuant to this Article, nor any proprietorship, partnership, or corporation or similar entity not employing a valid holder of such license, shall falsely represent that he or it holds such license or shall use in any advertising the words "Master Electrician", "Residential Electrician", "Journeyman Electrician", or the words "Licensed Electrician" or the words "electrical contractor" or any words of similar meaning or import on any sign, card, letterhead, or in any other manner.
(Ord. 2012-7. Passed 3/6/2012)

1703.09 False Statements

Any person who, with intent to defraud or deceive, knowingly makes, causes, procures to be made, or aids and assists in the making of a false statement in an

application for a license, or the renewal of a license, in an application for a permit or certificate of electrical inspection and approval, in any application provided for in this Article, in any proof or instrument in writing in connection therewith, or who shall in any examination hereunder, deceive or substitute, shall be in violation of this Article.

1703.10 Reciprocity

The Chief Code Official will accept, as Master Electricians, valid licenses from other municipalities that also recognize a Bethlehem Master Electrician's License without requiring formal testing of the Bethlehem Master Electrician in such other municipalities, provided such other municipalities have a testing process for their own licensees, and provided that such licensees from such other municipalities comply with all other applicable provisions of the Code, including payment of the applicable license fee.

1703.11 Escrow

The holder of any valid license as herein defined may, upon written request to the Chief Code Official, have the Chief Code Official hold said license in escrow for a period of up to five (5) years, during which time the licensee may not perform any work which would, under the provisions of the Code, require the issuance of a license. Upon proper application for renewal of the license being held in escrow, the applicant shall be granted same without examination contingent upon payment of the applicable annual license fee as set forth in Section 1703.04(f).

1703.12 Owner Performance

Any permit required by this Article may be issued to a bona fide owner, occupant of a single family dwelling, which is to be occupied exclusively for living purposes by the owner, to do any work regulated by the Code on the said dwelling and on the condition that the said owner personally purchase all material and perform all labor in connection therewith.
(Ord. 2012-7. Passed 3/6/2012)

1703.13 Designation of Telecommunication Installation Companies

(a) Scope.

This section shall regulate the business of installing telecommunications equipment including telephone systems, signaling systems, computer systems, communication links, fiber optics, alarm systems or any system designed to carry information rather than electricity for the purposes of heat, power or light and to provide for the designation of those companies which are allowed to perform this

work in the City of Bethlehem. The purpose of this designation procedure is to foster the safety of those who reside, work or visit the City of Bethlehem. This designation procedure shall not be construed in such a manner as to provide artificial and unnecessary barriers to the conduct of telecommunication work by firms located both inside and outside of the City limits.

(b) Exemption

Public Service Corporations - This Section 1703.13 shall not apply to P.U.C. regulated telephone and electric power companies.

(c) Application for Designation

- (1) Applications: Every application for designation shall be made in writing in such form and shall furnish such information as the Chief Code Official may, from time to time, require. No examination shall be required.
- (2) Proof of Responsibility: At the time of issuance of all permits, the applicant shall furnish a certificate evidencing proof of Workmen's Compensation, Bodily Injury, and Property Damage Insurance applicable to the applicant unless such evidence is currently on file in the Bureau of Inspections.
- (3) Geographical Requirement: No restriction based **on** location shall be made on applicants who reside outside of, or whose business is located with its headquarters located outside of, the City of Bethlehem.

(d) Designation and Fees

(1) Designation Fees

Before any designation will be issued to an applicant's business, the applicant shall pay a fee. The fee as required herein is to be established in accordance with the requirements of the Fee Schedule set forth in Section 1703.04(f).

(2) Designation Term

Each designation shall be issued for the calendar year during which it is issued and the full fee shall be payable irrespective of the date of issue.

(3) Transferability

Designations are not transferable.

(4) Suspension or Revocation of Designation

The Chief Code Official may, by written notice, suspend or revoke any designation issued by him after a hearing on notice before the Codes Board of Appeal for good cause shown, including but not limited to the following: permitting unauthorized or fraudulent use of the designation by another, failure to file application for permits, performing work which fails to meet the Code and other applicable codes, fraudulent dealing, or misrepresentation.

(5) False Statements

Any person who, with intent to defraud or deceive, knowingly makes, causes, procures to be made, or aids and assists in the making of a false statement in an application for a designation, or the renewal of a designation, in an application for a permit or certificate of inspection and approval, in any application provided for in this Article, in any proof or instrument in writing in connection therewith, or who shall in any application, hereunder, deceive or substitute, shall be in violation of this Article.

(e) Permits

Permits shall be required for all permanent installation of telecommunication equipment, except in one (1) and two (2) family dwellings. Permits shall only be issued to designated companies or homeowners.

(f) Non-Permitted Work

Except as otherwise provided in this Article, no person, proprietorship, partnership, or corporation or similar entity shall cause any work within the scope set forth in Section 1703.13(a) to be done by non-designated companies.

1703.14 Abolition of Electricians Examining Board.

The Electricians Examining Board of the City of Bethlehem is hereby abolished.

1703.99 Penalties and Enforcement.

(a) Any person, proprietorship, partnership, or corporation or similar entity who violates any provision of this Article shall be subject to the following penalties:

- (1) First Violation – A fine of \$200, or thirty days imprisonment, or both;
- (2) Second Violation – A fine of \$500, or sixty days imprisonment, or both;
- (3) Third and Subsequent Violations – A fine of \$1,000 or ninety days imprisonment, or both;

(b) The Director of Community and Economic Development is hereby granted the power to designate those having the power to enforce this Article and issue citations.

(Ord. 4147. Passed 10/1/2002; Ord. 4256. Passed 6/15/2004)

Editor’s Note: The correct reference to Section 1703.04(g) was made in Sections 1703.04(b), 1703.04(f), and 1703.14(d)(1) instead of the previously incorrect reference to Fee Schedule 104 (7).

NOTE: Article 1703, National Electrical Code (1996), of the Codified Ordinances, was deleted in its entirety and replaced with this new Article 1703, Requirements and Qualifications to Obtain Licensing to Perform Electrical Work Within the City of Bethlehem.

NOTE: Article 1703 of the Codified Ordinances of the City of Bethlehem, “Requirements and Qualifications to Obtain Licensing to Perform Electrical Work Within the City of Bethlehem,” was amended and restated by Ordinance No., 2023-20, passed in City Council on June 20, 2023 and approved by the Mayor on June 21, 2023.

ARTICLE 1703

ICC Electrical Code

- 1703.01 Adoption.
- 1703.02 Additions and Modifications; Fees; Penalties (1003.1).

CROSS REFERENCES

Adoption by reference - See 3rd Class Charter Law §608(a)
[53 P.S. §41608(a)]; 3rd Class §2403(67) [53 P.S. §37403(67)]
Swimming pool wiring - See BLDG. Art. 1711
Electrical system - See BLDG. Art. 1733

NOTE: This Article was deleted in its entirety and incorporated in new Article 1701,
Pennsylvania Uniform Construction Code. (Ord. 4254. Passed 6/15/2004)