

## **815 KAR 20:030. Plumbing licenses.**

RELATES TO: KRS 318.010, 318.020, 318.030, 318.040, 318.050, 318.054, 318.060, 318.080

STATUTORY AUTHORITY: KRS 198B.040(10), 318.040(1)(d), (2), (3), 318.050, 318.054(3), 318.130

NECESSITY, FUNCTION, AND CONFORMITY: KRS 318.130 requires the Department of Housing, Buildings and Construction to promulgate and amend the Kentucky State Plumbing Code to regulate plumbing. KRS 318.040(1)(d) authorizes the commissioner to promulgate administrative regulations establishing qualifications for a master plumber's license and a journeyman plumber's license. KRS 318.040(2) and (3) require the department to establish examination requirements and procedures. KRS 318.050 requires the department to establish reasonable application fees for licensure as a master plumber or journeyman plumber. KRS 318.054(3) requires the department to establish reasonable renewal fees for master plumbers and journeyman plumbers. This administrative regulation establishes the application, examination, and renewal requirements for master plumbers and journeyman plumbers.

### Section 1. Examinations.

#### (1) Examination applications.

(a) All examination applicants for any plumber's license shall submit to the department:

1. A completed Plumbing Examination Registration Form, Form PLB-3;
2. The appropriate non-refundable examination fee:
  - a. For a master plumber, \$150; or
  - b. For a journeyman plumber, fifty (50) dollars; and
3. A passport-sized color photograph of the applicant taken within the past six (6) months.

(b) If an applicant fails to successfully complete the appropriate examination within one (1) year from the date of the first notice of examination, the application shall be void.

#### (2) Examination design.

(a) The State Plumbing Examining Committee shall design the examination requirements.

(b) All examinations shall include:

1. Written questions pertaining to basic principles of plumbing, KRS Chapter 318, 815 KAR Chapter 2, and 815 KAR Chapter 20; and
2. Inserting the proper pipe size on a prepared drawing that indicates all stacks, wastes, and vents and the connected plumbing fixtures.
  - a. The proper sizing of main stacks shall be given more importance than other piping.
  - b. Deductions shall be required for oversized piping and for undersized piping.
3. The journeyman plumber's license examination shall include a practical section in which the applicant shall demonstrate the ability to properly install plumbing by engaging in certain activities, such as making proper connections of various plumbing materials.
  - a. An applicant for a journeyman plumber's license examination shall furnish the plumbing materials required for the practical examination.
  - b. The department shall notify the applicant at least one (1) week prior to the date of examination as to what plumbing materials are needed.
4. The examination requirements shall be more complex for the master plumber's license examination than the journeyman plumber's license examination.

- (3) Examination schedule.
- (a) Regular examination of applicants for a master plumber's license or a journeyman plumber's license shall be conducted yearly during the months of February, May, August, and November.
  - (b) A special examination may be conducted during other times of a year as the department directs.
  - (c) Notice of the time and place of examination shall be given by the department at least one (1) week prior to the date of examination to each person who has a registration form on file, approved in accordance with subsection (1) of this section.
- (4) Examination retakes. Within one (1) year from the date of the applicant's first notice of examination:
- (a) An applicant who fails to attend or successfully complete an examination for which he has been scheduled may request to reschedule or retake the examination. Except for the examination fee, an applicant shall not resubmit the requirements in subsection 1 of this section.
  - (b) An applicant for a journeyman plumber's license who passes the written portion, the drawing portion, or the practical portion of the examination, but not all portions, may apply to retake only the portion failed.
  - (c) An applicant for a journeyman plumber's license who failed to achieve a passing score on the retaken portion of the examination may apply to retake the failed portion of the examination.
  - (d) An applicant shall pay the full examination fee for a retake of any portion of the examination.
- (5) A passing score on an examination shall be valid for three (3) years.

Section 2. Master Plumber License Application. To qualify for licensure as a master plumber, an applicant shall:

- (1)
- (a) Have held a valid journeyman plumber's license for a minimum of two (2) years within the past five (5) years immediately preceding application and be actively employed in plumbing under the supervision of a licensed master plumber for a minimum of two (2) years;
  - (b) Hold an engineer license in Kentucky and be sufficiently experienced in mechanical engineering, as determined by the department based upon the number and complexity of the applicant's past mechanical engineer projects;
  - (c) Hold a valid plumbing license issued by another state for a minimum of two (2) years within the past five (5) years immediately preceding application; or
  - (d) Have been engaged in the practice of plumbing in another state that does not issue a plumbing license, in a capacity equivalent to a master plumber, for a minimum of four (4) consecutive years immediately preceding application.
- (2) Master plumber license application.
- (a) An applicant for a master plumber license shall submit to the department:
    - 1. A completed Application for License as a Master Plumber, Form PLB-1;
    - 2. Proof of successfully completing the Kentucky master plumber examination with a passing score of a minimum of eighty (80) percent obtained for each portion of the examination; and
    - 3. A license fee of \$250.
  - (b) A master plumbing license applicant applying with experience under subsection (1) (c) or (d) of this section shall submit proof of successfully completing the journeyman plumber examination pursuant to Section 3(2)(b) of this administrative regulation.
- (3) The initial license fee for a master plumber may be prorated for not less than seven (7) months or more than eighteen (18) months and shall expire on the final day of the

applicant's birth month.

Section 3. Journeyman Plumber License Application. To qualify for licensure as a journeyman plumber, an applicant shall:

- (1)
  - (a) Have At least two (2) consecutive years of experience as an apprentice plumber; or
  - (b) Complete a department approved course that includes content on the practice of plumbing or the Kentucky State Plumbing Code and at least one (1) year of experience as an apprentice plumber.
- (2) Journeyman plumber license application. An applicant for a journeyman plumber license shall submit to the department:
  - (a) A completed Application for License as a Journeyman Plumber, Form PLB-2;
  - (b) Proof of successfully completing the Kentucky journeyman plumber examination with a passing score of a minimum of seventy five (75) percent obtained for each portion of the examination; and
  - (c) A license fee of sixty (60) dollars.
- (3) The initial license fee for a journeyman plumber may be prorated for not less than seven (7) months or more than eighteen (18) months and shall expire on the final day of the applicant's birth month.

Section 4. License Renewals.

- (1) Filing for renewal. A master plumber and a journeyman plumber shall submit to the department:
  - (a) The applicable renewal fee made payable to the Kentucky State Treasurer of:
    1. \$250 for a master plumber; or
    2. Sixty (60) dollars for a journeyman plumber;
  - (b) Proof of completing the continuing education requirements established in 815 KAR 2:010; and
  - (c) Proof of insurance as required by KRS 318.030 for a master plumber.
- (2) Inactive status.
  - (a) To place a plumbing license in inactive status:
    1. A master plumber shall pay an initial inactive fee of \$125.
    2. A journeyman plumber shall pay an initial inactive fee of thirty (30) dollars.
  - (b)
    1. An inactive master plumber shall not secure a plumbing permit, advertise, represent himself as a qualified master plumber, or otherwise engage in the work of a master plumber.
    2. An inactive journeyman plumber shall not represent himself as a qualified journeyman plumber or otherwise engage in the work of a journeyman plumber.
  - (c) To reactivate a plumbing license, the inactive licensed plumber shall complete all renewal requirements of subsection (1) of this section and pay the appropriate reactivation fee:
    1. \$125 for a master plumber; or
    2. Thirty (30) dollars for a journeyman plumber.

Section 5. Change of information.

- (1) A licensee shall notify the department of any change to the name or address of the business or employer.
- (2) Death of a master plumber.
  - (a) If the master plumber representing a company dies, the company shall notify the department within ten (10) days of the master plumber's death.
  - (b) The 180 day interim period established in KRS 318.054 shall begin on the date the master plumber dies.

(c) The company shall not be required to renew the deceased's master plumber license, if the license renewal date falls within the 180 day interim period.

(d) The company shall not use the deceased master plumber's license after the expiration date of the interim period.

(e) The company shall notify the department when the company has a replacement master plumber to represent the company.

#### Section 6. Incorporation by Reference.

(1) The following material is incorporated by reference:

(a) "Application for License as a Master Plumber", Form PLB-1, October 2019;

(b) "Application for License as a Journeyman Plumber", Form PLB-2, October 2019;  
and

(c) "Plumbing Examination Registration Form, Form PLB-3, October 2019.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Department of Housing, Buildings and Construction, Division of Plumbing, 500 Mero Street, Frankfort, Kentucky 40601-5412, Monday through Friday, 8 a.m. to 4:30 p.m. and is available online at <http://dhbc.ky.gov>.

(1 Ky.R. 756; 1348; eff. 6-11-1978; 2 Ky.R. 448; eff. 4-14-1976; 3 Ky.R. 237; eff. 11-3-1976; Recodified from 401 KAR 1:015, 7-5-1978; 7 Ky.R. 844; eff. 4-15-1982; 12 Ky.R. 1899; eff. 7-2-1986; 13 Ky.R. 956; eff. 12-2-1986; 17 Ky.R. 2878; eff. 5-3-1991; 3521; 18 Ky.R. 283; eff. 7-30-1991; 3037; 5-28-1992; 21 Ky.R. 1388; eff. 1-9-1995; 25 Ky.R. 2467; 2902; eff. 5-26-1999; 27 Ky.R. 3374; eff. 8-15-2001; 32 Ky.R. 2361; 33 Ky.R. 403; eff. 8-10-2006; 34 Ky.R.1237; 1747; eff. 2-1-2008; 37 Ky.R. 2757; 38 Ky.R. 20; eff. 8-5-2011; 41 Ky.R. 1199; 1795; eff. 3-6-2015; 45 Ky.R. 808; 1544; eff. 1-4-2019; 46 Ky.R. 1648, 2418; eff. 6-2-2020.)