



**Westchester County Law**  
**ARTICLE XVII**  
**ELECTRICAL LICENSING BOARD AND THE**  
**LICENSING OF MASTER ELECTRICIANS\***

\*Cross references: Rules and regulations of various boards, Pt. XIV.

**Sec. 277.700. Legislative intent.**

The Westchester County Board of Legislators, in order to properly protect the public health, safety and welfare of the residents of the County of Westchester, and in accordance with the authority granted by the New York State Legislature in New York State County Law § 236.a, hereby regulates the licensing of master Electricians.

The sole intent of this article is to establish an Electrical Licensing Board in the County of Westchester and to empower such board to assume all licensing duties within the County of Westchester with respect to master electricians in accordance with the provisions contained in this article. This article will ensure that the only individuals who are performing the work of a master electrician in Westchester County are those individuals who are either licensed by the Electrical Licensing Board or who are under the supervision of an individual who is licensed by the Electrical Licensing Board. Local municipalities within Westchester County shall no longer be responsible for the licensing of master electricians.

Nothing contained in this article is designed to nor shall be construed to interfere with any existing state or local law or the industry practice relating to electrical work. Nothing contained in this article is designed to nor shall be construed to interfere with authority of the local municipalities within Westchester County to issue certificates of occupancy or any permits necessary for the performance of electrical work to a master electrician or special electrician who has a license issued by the Electrical Licensing Board pursuant to this article.

(Added by L.L. No. 20-1997)

**Sec. 277.701. Definitions.**

- 1. Master electrician** is any person who performs and/or supervises the installing, erecting, extending, altering, or repairing of electrical wiring, apparatus, fixtures, devices, appliances and equipment utilized or designed for the utilization of electricity for light, heat, cooling, power purposes or for signaling systems.
- 2. Special electrician** is a master electrician who is licensed to perform the work of a master electrician in a particular location (i.e., building or plant structure).
- 3. Board** shall mean the Westchester County Electrical Licensing Board created by this article.
- 4. Journeyman electrician** is an electrician who (a) has successfully completed a formal electrical apprenticeship program which has been registered with and approved by the New York State Department of Labor; or (b) has successfully completed a formal electrical apprenticeship program which has been similarly registered and approved by another state of the United States of America; or (c) has successfully completed a formal electrical apprenticeship program which has been registered with and approved

by the Bureau of Apprenticeship Training of the United States Department of Labor; or (d) has otherwise demonstrated his or her understanding, proficiency and competence in all facets of the electrical trade, which shall include: (1) a working familiarity with all aspects of the Electrical Code and the ability to apply the code requirements correctly; and (2) an understanding of the basic electrical theory and the trade related math skills which are utilized on the jobsite; and (3) a working knowledge of the tools of the trade and the ability to utilize them properly; and (4) a broad exposure to the various types of electrical installations and has acquired the expertise to perform each of them correctly. (Added by L.L. No. 20-1997)

**Sec. 277.702. License required; exceptions.**

1. No person shall perform, engage in or conduct business as a master electrician within the County of Westchester unless licensed pursuant to this article or unless supervised by and working under the direction of a master electrician licensed pursuant to this article.
2. No person shall hold himself or herself out to the public as a master electrician or offer or contract to perform the work of a master electrician within the County of Westchester unless licensed pursuant to this article or unless supervised by and working under the direction of a master electrician licensed pursuant to this article.
3. No person, business, or company shall employ an unlicensed electrician unless the unlicensed electrician is working under the supervision and the direction of a master electrician licensed pursuant to this article.
4. The provisions of this article shall not apply to persons:
  - a. Who are engaged solely in selling, or in the attachment of ordinary electrical appliances to existing circuits (i.e., where no jointing or splicing of electrical conductors is required);
  - b. Who work exclusively in the maintenance or repair of elevators;
  - c. Who work exclusively in the manufacture or assembly of electrical equipment;
  - d. Who work exclusively with public service companies or municipal plants authorized to generate or sell electricity, in connection with the erection, construction, maintenance or repair of lines and facilities for the generation, transmission and distribution of electricity from the source of supply to the service connection on the premises where used;
  - e. Who work exclusively with public service companies or municipal plants authorized to generate or sell electricity, in connection with installing, maintaining, and repairing on the consumer's premises of service connections, meters and other apparatus and appliances remaining the property of such companies or plants after installation.

(Added by L.L. No. 20-1997)

**Sec. 277.703. Electrical Licensing Board; membership; secretary; compensation.**

1. There shall be a Westchester County Electrical Licensing Board. This board shall consist of seven members: one electrical contractor who employs nonunion electricians; one electrical contractor who employs union electricians; one journeyman electrician representing journeymen electricians; one representative of the County of Westchester Department of Public Works; one representative from a municipality within Westchester County; one professional engineer licensed by the State of New York or architect licensed by the State of New York; and one resident of the County of Westchester, excluding anyone who may qualify to fill a position as indicated above.
2. Pursuant to section 110.21 of the Westchester County Charter, the County Executive shall appoint the members of the board subject to confirmation by the County Board. Of the members first appointed, one shall be appointed for a term of one year; two for a term of two years; two for a term of three years; and two for a term of five years; except that they may continue to serve after the expiration of their respective terms of office

until their successors have been appointed and have qualified. The successors of all members of the board thereafter shall be appointed for terms of five years. However, members may continue to serve after the expiration of their respective terms of office until their successors have been appointed.

3. In the event that a vacancy occurs in the board, the County Executive shall appoint an individual subject to confirmation by the County Board to serve the unexpired portion of the term of the member whose office has become vacant.

4. A member of the board may be removed for misfeasance or malfeasance in office, incompetence, incapacity, neglect of duty or other good and sufficient cause, after providing the member with notice of the charges and an opportunity to be heard in his or her defense in person and/or by counsel.

5. The Electrical Licensing Board shall annually elect its chairman and vice-chairman from its membership. The members of the board will not be compensated for their services on the board; however, the members of the board may be reimbursed for any reasonable and necessary expenses incurred in the performance of their duties in accordance with Westchester County policy.

6. A majority of the board shall constitute a quorum for the transaction of business.

7. The Electrical Licensing Board shall have an Administrative Secretary to assist the board with its duties and functions as contained in this article and who shall be paid for his or her services as provided by law.

8. Representatives from any entity authorized to inspect electrical work within Westchester County shall advise the board, as deemed appropriate by the board.  
(Added by L.L. No. 20-1997)

#### **Sec. 277.704. Powers and duties of the board.**

The board shall have the following powers and duties:

1. To hold at least one meeting each month. Other meetings may be held at the request of the chairman of the board or a majority of the board, as may be necessary for the efficient discharge of the business of the board;

2. To examine into the qualification and fitness of applicants for licenses under this article;

3. To approve the issuance of licenses to applicants who possess the requisite qualifications in accordance with this article.

4. To issue licenses as approved by the board and signed by the chairman of the board;

5. To number all licenses in the order in which they are issued;

6. To accept formal complaints from local municipalities and private individuals;

7. To suspend or revoke licenses for cause as provided in this article;

8. To subpoena witness and records relating to compliance with this article;

9. To impose and collect fines for violations of this article;

10. To keep records of all its meetings and proceedings and of all licenses issued, suspended, or revoked by it, and to make such records available for public inspection;

11. To establish rules and regulations as may be necessary to effectuate the provisions of this article;

12. To prepare a manual of all its rules and regulations and to furnish copies thereof to persons desiring the same upon payment of a fee of \$0.25 per page;

13. To file a copy of all the rules and regulations of the board and any changes thereto with the County Clerk.

(Added by L.L. No. 20-1997)

#### **Sec. 277.704-A. Limitation of the powers and duties of the board.**

The Electrical Licensing Board shall not engage in any activities or adopt any rules and regulations which extend beyond its function of (i) determining electrician candidates'

qualifications for licensure; (ii) testing for such licensure; (iii) the issuance of licenses and renewals; and (iv) the enforcement of the licensing requirements as explicitly set forth in the Electrical Licensing Law.

(Added by L.L. No. 9-2007, § 4)

**Sec. 277.705. Application for licenses; application fee.**

1. Every person desiring a license, as a master electrician under this article must apply to the board in such form and detail as the board may prescribe. Such application must contain, among other things, the applicant's name and residence, and the name and address of the applicant's business or the applicant's place of employment. The applicant must also provide proof of the applicant's 7 1/2 years of experience in accordance with this article and with the board's rules and regulations.

2. Every person desiring a license, as a special electrician under this article must apply to the board in such form and detail as the board may prescribe. Such application must contain, among other things, the applicant's name and residence, the name and address of the business that employs or who desires to employ the applicant and the location where the special electrician is to perform the work of a special electrician. The applicant must also provide proof of the applicant's 7 1/2 years of experience in accordance with this article and with the board's rules and regulations.

3. The fee for each application under this article shall be \$50.00. This application fee is in addition to any other fee required to be paid in this article.

(Added by L.L. No. 20-1997)

**Sec. 277.706. Examinations; requirements.**

1. Applicants for a master electrician's license and a special electrician's license are required to take the same examination.

2. In order to qualify to take an examination, all applicants must possess a minimum of 7 1/2 years of experience in the installation, alteration and repair of wiring and appliances for electric light, heat, cooling, and power and signaling purposes in or on buildings. All applicants are required to provide proof of his or her experience to the board in accordance with the board's rules and regulations. The board must compute an applicant's years of experience as follows:

**A.** A journeyman electrician who has worked at least 7 1/2 years experience as a journeyman with his tools on the installation, alteration and repair of wiring and appliances for light, heat, cooling, and power and signaling purposes in or on buildings; or

**B.** A graduate engineer of a college or university who holds a degree of electrical engineering, master of engineering or Bachelor of Science in electrical engineering and, in addition to a degree, has worked at least 3 1/2 years or 2 1/2 years with his tools on the installation, alteration and repair of wiring and appliances for light, heat, cooling, and power and signaling purposes in or on buildings, the period of 3 1/2 years or 2 1/2 years depending upon whether such graduate engineer attended the college or university four or five years for the purpose of obtaining his degree; or

**C.** A graduate of a vocational, industrial or trade school in electrical wiring, installation and design or applied electricity, and has worked at least 5 1/2 years with his tools on the installation, alteration and repair of wiring and appliances for electric light, heat, cooling, and power and signaling purposes in or on buildings; or

**D.** A person who attended courses in a college or university leading to a degree in electrical engineering, mechanical engineering, Bachelor of Science in electrical engineering or mechanical engineering, who passed all subjects in the required courses shall be credited with practical experience equal to 50 percent of the number of curriculum years he has satisfactorily completed, which, in no event, however, shall

exceed 2 1/2 years credit of practical experience; and an additional 5 1/2 years of practical experience must have been obtained by working with his tools on the installation, alteration and repair of wiring for electric light, heat, cooling, and power and signaling systems in or on buildings.

**3.** All examinations shall be in writing. A complete record of every examination given shall be kept on file with the board or its designee for three years after the date of examination. Examinations shall be held at such times and places as the board may determine or otherwise arrange. The board may designate or contract with an outside organization to create and administer the examination.

**4.** The examination will test, among other things, an applicant's knowledge of: electrical wiring; electricity and the natural laws, properties and functions of electricity and of appliances, apparatus, materials and devices for electric light, heat, cooling, power and signaling purposes used and required in such work, the requirements and provisions of the National Electrical Code of the rules and regulations of the Lighting Company; the provisions of this article; the rules and regulations of the board; the laws of the New York State, the County of Westchester and any municipality within Westchester County regarding the installation of electrical wiring, devices, appliances and equipment.

**5.** An applicant who has failed his or her first examination shall not be eligible for re-examination until one month from the date of such failure. An applicant who fails twice or more shall not be eligible for further re-examination until at least six months have elapsed from the date of such second or subsequent failure.

**6.** Reciprocal master electrician's license. Notwithstanding the aforementioned, the board has the discretion to determine whether the qualifications for a master electrician's license as required by municipality located outside of Westchester County are comparable to the qualifications established herein, and in the event that the qualifications are comparable, the board may issue a "reciprocal master electrician's license". However, a reciprocal master electrician's license shall only be issued if the municipality located outside of Westchester County which licensed such individual is similarly issuing a reciprocal license to individuals licensed pursuant to this article. A reciprocal master electrician's license shall only be valid for a period of one year and may only be renewed from year to year if there is reciprocity between the County of Westchester and such municipality at the time of each such renewal. In addition, a reciprocal license shall terminate if the underlying license in the reciprocal municipal jurisdiction is terminated for any reason. The fees for a reciprocal master electrician's license shall be the same as those for a master electrician's license.

(Added by L.L. No. 20-1997; amended by L.L. No. 21-1998)

### **Sec. 277.707. Licenses; terms; fees.**

**1.** Master electrician's license.

**A.** The fee for a master electrician's license is \$500.00.

**B.** A master electrician's license will only be issued to an applicant who the board has determined has passed the examination and meets the requirements established in this article.

**C.** A master electrician's license must contain the photograph of the master electrician and shall be in such form and color as the board may prescribe.

**D.** A master electrician's license must indicate the name of the master electrician and the name and address of the master electrician's business or the name and address of the master electrician's employer.

**E.** In the event that a master electrician licensed by the board wishes to work for a business or employer other than the business or employer indicated on his or her master electrician's license, the board, upon receipt of a proper application, may issue the master electrician a new license specifying the new business or employer upon the

surrender of the old license. The board will charge the master electrician an additional fee for such an amendment to his or her license.

**F.** The master electrician's license must at all times be kept conspicuously displayed in the place of business or employment, as the case may be, of the licensee.

**G.** A master electrician will only be entitled to possess one valid master electrician's license pursuant to this article for any given year.

**H.** A master electrician's license can not be transferred or assigned to any other person.

**I.** A master electrician's license shall be valid until and including December 31 of the year for which it is issued.

**J.** A master electrician's license may be renewed annually on or before the expiration of the license upon the payment [of] \$500.00.

**K.** Any such license not renewed on or before the expiration of the license will lapse at the expiration of its term.

**L.** In the event that a master electrician's license issued pursuant to this article has expired, the licensee may renew his or her license for a fee of \$500.00 only if: (a) he or she has been actively and continuously engaged in work as a master electrician under the supervision of a licensed master electrician since the issuance of his or her last valid master electrician's license; or (b) he or she has been actively and continuously engaged in work as an inspector of electrical work since the issuance of his or her last valid master electrician's license; or (c) he or she has not been actively or continuously engaged in work as a master electrician during the past two years, but can provide proof acceptable to the board, that he or she has recently participated in a continuing education course updating his or her knowledge of the work of a master electrician.

**M.** No master electrician's license shall be renewed if the licensee has not actively and continuously engaged in work as a master electrician for more than two years since the issuance of his or her last valid master electrician's license. Such an individual must thereafter comply with all the requirements for a master electrician's license.

## **2. Special electrician's license.**

**A.** The fee for a special electrician's license is \$350.00.

**B.** A special electrician's license will only be issued to an applicant who the board has determined has passed the examination and meets the requirements established in this article.

**C.** The special electrician's license must contain the photograph of the licensee and shall be in such form and color as the board may prescribe.

**D.** A special electrician's license must indicate the name of the special electrician and the name and address of the specific location where the special electrician is authorized to work as a special electrician.

**E.** In the event that a special electrician wishes to work as a special electrician at a location not authorized by his or her special electrician's license, the board, upon receipt of a proper application, may issue the special electrician a new license specifying the new location upon the surrender of the old license. The board will not charge the special electrician an additional fee for such a license.

**F.** The special electrician's license must at all times be kept conspicuously displayed in the location where the special electrician is authorized to work as a special electrician.

**G.** A special electrician will only be entitled to possess one valid special electrician's license pursuant to this article for any given year.

**H.** A special electrician's license can not be transferred or assigned to any other person.

**I.** The special electrician's license shall be valid until and including December 31 of the year for which it is issued.

**J.** A special electrician's license may be renewed annually on or before the expiration of the license upon the payment of a fee of \$350.00.

**K.** Any special electrician's license not renewed on or before the expiration of the

license will lapse at the expiration of its term.

**L.** In the event that a special electrician's license issued pursuant to this article has expired, the licensee may renew his or her license for an additional fee only if: (a) he or she has been actively and continuously engaged in work as a master electrician under the supervision of a licensed master electrician since the issuance of his or her last valid special electrician's license or (b) he or she has been actively and continuously engaged in work as an inspector of electrical work since the issuance of his or her last valid special electrician's license or (c) he or she has not been actively or continuously engaged in work as a master electrician during the past two years, but can provide proof acceptable to the board, that he or she has recently participated in a continuing education course updating his or her knowledge of the work of a master electrician.

**M.** No special electrician's license shall be renewed if the licensee has not been actively and continuously engaged in work as a master electrician for more than two years since the issuance of his or her last valid special electrician's license. Such an individual must thereafter comply with all the requirements for a special electrician's license.

**3.** Reciprocal master electrician's license. A reciprocal master electrician's license shall be issued as required by the board and in accordance with section 277.706(6).

(Added by L.L. No. 20-1997; amended by L.L. No. 21-1998)

#### **Sec. 277.708. Grandfather clause.**

**1.** Any person possessing a certified copy of a master electrician's license or a special electrician's license from a local municipality located within Westchester County which was valid and effective as of December 31, 1997, and who completes an application to the board as required by the board no later than June 30, 1999 shall be entitled to an equivalent license without examination. Any person possessing a reciprocal license from a local municipality located within Westchester County which was valid and effective as of December 31, 1997, who was required to take an examination in order to receive a master electrician's license in the first instance, and who completes an application to the board as required by the board no later than June 30, 1999 shall be entitled to an equivalent license without examination. The fee for a grandfathered master electrician's license is \$500.00. The fee for a grandfathered special electrician's license is \$350.00.

**2.** Any person who was issued a master electrician's or special electrician's license pursuant to 277.708 1. above may renew said license annually on or before the expiration of the license upon the payment of an annual renewal fee.

**3.** In the event a person who was issued a master electrician's or special electrician's license pursuant to 277.708 1. above allows his or her license to expire, that person may renew his or her license for an additional fee only if: (a) he or she has been actively and continuously engaged in work as a master electrician under the supervision of a licensed master electrician since the issuance of his or her last valid master electrician's license or (b) he or she has been actively and continuously engaged in work as an inspector of electrical work or (c) he or she has not been actively or continuously engaged in work as a master electrician during the past two years, but can provide proof acceptable to the board, that he or she has recently participated in a continuing education course updating his or her knowledge of the work of a master electrician.

**4.** If a person fails to apply for a grandfathered license before June 30, 1999, said person would be required to comply with all the requirements contained in sections 277.705, 277.706 and 277.707 herein in order to receive a master electrician's or special electrician's license.

**5.** No person may renew his or her license if he or she has not been actively or continuously engaged in work as a master electrician since the issuance of his or her last valid license. Such person must thereafter comply with the requirements contained

in sections 277.705, 277.706 and 277.707 herein in order to receive either a master electrician's license or a special electrician's license.

6. In addition to any other charges authorized pursuant to this article, the board shall charge an additional fee of \$50.00 for those individuals who apply for a grandfathered master or special electrician's license pursuant to this amendment of the Electrical Licensing Law.

7. The Electrical Licensing Board shall make all reasonable efforts to notify electricians of this revised grandfather provision, in any way the board deems appropriate.

(Added by L.L. No. 20-1997; amended by L.L. No. 6-1999)

### **Sec. 277.709. Suspension, revocation, fines.**

1. Any license issued pursuant to this article may be suspended or revoked by the board after the board provides written notice of the charges to the licensee and the licensee is given an opportunity to be heard in his or her defense.

2. The board may suspend or revoke a license issued pursuant to this article if the board determines that the licensee willfully, or by reason of incompetence, has:

A. Violated any provision of this article; or

B. Violated any of the laws, rules or regulations, or any building codes governing electrical work; or

C. Violated any requirement contained in the rules and regulations of the National Fire Protection Association, or the National Electrical Code.

D. Been convicted of a crime by a court of competent jurisdiction where there is a direct relationship between the crime and the specific license sought; or (2) the issuance of the license would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public.

3. The board may, in addition to or in lieu of suspending or revoking a license issued pursuant to this article, impose a fine not exceeding \$50.00 for the first offense and not more than \$100.00 for any subsequent offense may suspend the license until such fine is paid.

4. Nothing in this section shall prevent a local municipality from initiating any proceedings against a master electrician, special electrician or any other individual who has violated any other law.

(Added by L.L. No. 20-1997)

### **Sec. 277.710. Violations and penalties.**

1. Any person who violates any provision of this chapter shall be subject to the imposition of a civil penalty of not less than \$500.00 and not more than \$5,000.00 as determined by the board following notice and opportunity to be heard. Each day on which such violation occurs shall constitute a separate offense.

2. Any person who with intent to defraud or deceive, knowingly makes a false statement in the application for a license or the renewal of a license or an application for an electrical permit or for a certificate of occupancy or in any application provided for in this article or in any proof or instrument in writing in connection therewith or unlawfully performs electrical work shall be assessed a civil penalty not to exceed \$5000.00 as determined by the board following notice and opportunity to be heard. Each day on which such violation occurs shall constitute a separate offense.

3. The board in its discretion may refer any matters that rise to the level of a criminal offense to the office of the District Attorney for further review and appropriate action.

(Added by L.L. No. 20-1997; amended by L.L. No. 9-2007, § 5)

### **Sec. 277.711. Liability for damage.**

This article shall not be construed to relieve nor lessen the responsibility of any person

owing, operating, controlling or installing any electrical wiring, devices, appliances or equipment for loss of life or damage to person or property caused by any defect therein, nor shall the County of Westchester be deemed to have assumed any such liability by reason of any license issued pursuant to this article.

(Added by L.L. No. 20-1997)

**Sec. 277.712. Severability.**

If any word, phrase, clause, sentence, paragraph, section or part of this act be adjudged by any court of competent jurisdiction to be invalid, such judgement shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the words, phrase, clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgement shall have been rendered.

(Added by L.L. No. 20-1997)