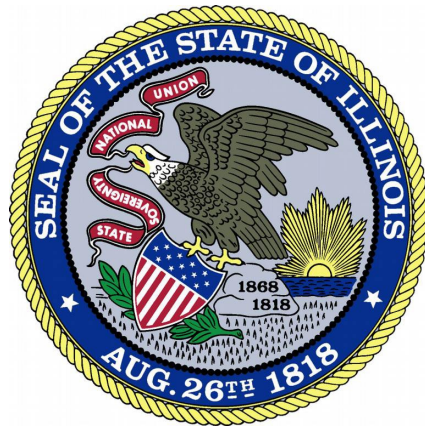


Governor's Office of Management and Budget

Alexis Sturm

Director



Regulatory Sunset Act Report of Illinois Roofing Industry Licensing Act

April 18, 2025

**To the Honorable JB Pritzker
Governor of Illinois**

Governor Pritzker:

As required by Section 5 of the Regulatory Sunset Act (5 ILCS 80/1 *et seq.*), GOMB facilitated a study with the Illinois Department of Financial and Professional Regulation (IDFPR), the agency responsible for oversight of the Illinois Roofing Industry Licensing Act (225 ILCS 335/1 *et seq.*) (the Act), which is scheduled to be repealed on January 1, 2026. This report provides justification for the recommendation to modify this Act.

GOMB's examination of this Act was conducted considering the factors set out in Sections 6 and 7 of the Regulatory Sunset Act. The following report outlines the work of GOMB's study and details the criteria and data utilized to arrive at the above recommendation.

Respectfully,

Alexis Sturm
Director
Governor's Office of Management and Budget

GOMB Regulatory Sunset Act Report: Illinois Roofing Industry Licensing Act

The State of Illinois, acting through the Illinois Department of Financial and Professional Regulation (IDFPR or the Department), licenses roofing professionals pursuant to the Illinois Roofing Industry Licensing Act. A “roofing contractor” is defined in the Act as “one who has the experience, knowledge and skill to construct, reconstruct, alter, maintain and repair roofs and use materials and items used in the construction, reconstruction, alteration, maintenance and repair of all kinds of roofing and waterproofing as related to roofing, all in such manner to comply with all plans, specifications, codes, laws, and regulations applicable thereto, but does not include such contractor's employees to the extent the requirements of Section 3 of this Act apply and extend to such employees.” 225 ILCS 335/2(e).

The Act states that “the business of roofing construction, reconstruction, alternation, maintenance and repair is a matter affecting the public interest, and any person desiring shall be required to establish his or her qualifications to be licensed as herein provided.” 225 ILCS 335/1.

1. License Count and Fee Structure

As of July 2024, IDFPR states that there are 3,968 currently active roofing contractor licenses. See the following table for the number of licenses issued by IDFPR for roofing contractors in the fiscal years indicated:

License Type	FY20	FY21	FY22	FY23	FY24
Roofing contractor	579	817	619	625	782

Roofing contractors have the following licensure fee structure:

License Type	Fee Amount	Online Payment Option
Application Fee	\$125	No
License Renewal Fee	\$125	Yes
Duplicate License Fee	\$20	No
Restoration of a Non-Renewed License	\$50 plus all lapsed renewal fees	No
Certification of Licensees’ Records	\$20	No

IDFPR states that, “[l]icensees may print their license from the IDFPR website eliminating the necessity to produce duplicate licenses.”

2. Obtaining Licensure as a Roofing Contractor in Illinois

Obtaining Licensure

Section 3 of the Act (225 ILCS 335/3) addresses those criteria that applicants must demonstrate for licensure as a roofing contractor:

(1) To obtain a license, an applicant must indicate if the license is sought for a sole proprietorship, partnership, corporation, business trust, or other legal entity and whether the application is for a limited or unlimited roofing license. If the license is sought for a sole proprietorship, the license shall be issued to the sole proprietor who shall also be designated as the qualifying party. If the license is sought for a partnership, corporation, business trust, or other legal entity, the license shall be issued in the company name. A company must designate one individual who will serve as a qualifying party. The qualifying party is the individual who must take the examination required under Section 3.5. The company shall submit an application in writing to the Department on a form containing the information prescribed by the Department and accompanied by the fee fixed by the Department. The application shall include, but shall not be limited to:

- (a) the name and address of the person designated as the qualifying party responsible for the practice of professional roofing in Illinois;
- (b) the name of the sole proprietorship and its sole proprietor, the name of the partnership and its partners, the name of the corporation and its officers, shareholders, and directors, the name of the business trust and its trustees, or the name of such other legal entity and its members;
- (c) evidence of compliance with any statutory requirements pertaining to such legal entity, including compliance with the Assumed Business Name Act; and
- (d) a signed irrevocable uniform consent to service of process form provided by the Department.

(2) An applicant for a license must submit satisfactory evidence that:

- (a) he or she has obtained public liability and property damage insurance in such amounts and under such circumstances as may be determined by the Department;
- (b) he or she has obtained Workers' Compensation insurance for roofing covering his or her employees or is approved as a self-insurer of Workers' Compensation in accordance with Illinois law;
- (c) he or she has an unemployment insurance employer account number issued by the Department of Employment Security, and he or she is not delinquent in the payment of any amount due under the Unemployment Insurance Act;
- (d) he or she has submitted a continuous bond to the Department in the amount of \$10,000 for a limited license and in the amount of \$25,000 for an unlimited license; and
- (e) a qualifying party has satisfactorily completed the examination required under Section 3.5.

(3) It is the ongoing responsibility of the licensee to provide to the Department notice in writing of any changes in the information required to be provided on the application.

(4) (Blank)

(5) Nothing in this Section shall apply to a seller of roofing materials or services when the construction, reconstruction, alteration, maintenance, or repair of roofing or waterproofing is to be performed by a person other than the seller or the seller's employees.

(6) Applicants have 3 years from the date of application to complete the application process. If the application has not been completed within 3 years, the application shall be denied, the fee shall be forfeited and the applicant must reapply and meet the requirements in effect at the time of reapplication.

3. Equity Concerns

IDFPR states that equity issues may have an impact on applicants seeking licensure in the State of Illinois. These issues include financial challenges such as cost to obtaining licensure and the failure to complete licensure due to access to training, education, and the geographic location of examination sites.

Limited locations may present travel challenges to potential applicants seeking licensure, particularly applicants in the southern region of the State. There are currently two examination locations for the required in-person exam available in Illinois, one in Hillside in the northeast region and another in Springfield in the central region. Further study and coordination are recommended to address barriers to obtaining licensure as a roofing contractor in Illinois.

4. Agency recommendations to change the statute

IDFPR recommends the Act be updated where necessary to reflect modernizations made to the different professional acts in Illinois, such as providing notice through email.

5. Agency efforts to comply with enabling laws

At the time of this study, GOMB is not aware of any compliance issues by IDFPR related to the provisions of the Act.

6. Recent bills introduced by the General Assembly

In the 104th General Assembly, HB3396 was introduced to amend the Sunset Act (5 ILCS 80/1 et seq.) to amend the repeal date of the Act from 2026 to 2031.

7. Stakeholder Feedback and Protocols for Roofing Contract Licensure

The Roofing Industry Licensing Board (the Board) offers opportunities for the public to provide input.

8. Public Outreach

The public may use the IDFPR links provided below to “Contact us” or file a complaint with the Department. The public can also attend meetings of the Board.

<https://idfpr.illinois.gov/profs/email/prfgrp03.html>

9. Industry Standards

IDFPR states that the licensing process in Illinois ensures that standards are in place and followed for the safety of the public and those working in the industry. Other states, including California and Minnesota, require the licensure of roofing contractors and some form of registration. Illinois meets or exceeds industry standards.

10. Public Complaint Resolution

The investigations team of the IDFPR Complaint Intake Unit is responsible for resolving complaints regarding the regulation of the Act. The time to resolve a complaint specific to this licensed profession is estimated to take three to four months.

The Department does not separate the sources of complaints received; all sources are compiled together. The complaint totals provided may include any combination of complaints from the public and roofing contractors. The number of complaints received related to this Act in the past five years is outlined in the table below.

Complaints	FY20	FY21	FY22	FY23	FY24
Roofing Contractor	223	192	175	147	197

11. Disciplinary Action

The Act provides for disciplinary action against roofing contractors if problems arise in the course of their work, during the provision of their services, or for other specified events. In particular, the Act provides that “the Department may refuse to issue or to renew, or may revoke, suspend, place on probation, reprimand or take other disciplinary or non-disciplinary action as the Department may deem proper, including fines not to exceed \$10,000 for each violation, with regard to any license for any one or combination of [thirty-three identified acts].” 225 ILCS 9.1(1).

12. Conclusion

The Act governs the licensure of roofing contractors in the State of Illinois. The absence of licensing criteria for roofing contractors would pose a significant and direct harm to the safety and welfare of the public because licensure establishes a standard of quality and performance the public can expect from the work and service performed by the licensee. The lack of regulation would eliminate the professional standards held to which individuals who engage in roofing are held, affecting the safety and welfare of the people of Illinois.

Current evidence does not suggest that the imposition of the State’s regulatory standards is such a burden as to outweigh the benefits to the health, safety, and welfare of the people of Illinois in continuing the licensure and regulation of this profession. Consequently, the Act is necessary and appropriate to ensure the health, safety, and welfare of the people of Illinois.

The Act should be continued to promote and enhance the safety and welfare of the public, without

burdening licensees or commerce.