

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

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**ADMINISTRATIVE ISSUANCE SYSTEM**

Mayor's Order 2013-031  
February 7, 2013

**SUBJECT:** Establishment – Business Regulatory Reform Task Force

**ORIGINATING AGENCY:** Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(11) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. 93-198, D.C. Official Code § 1-204.22(11) (2012 Supp.), it is hereby **ORDERED** that:

**I. ESTABLISHMENT**

There is established a Business Regulatory Reform Task Force (“Task Force”) in the executive branch of the District government.

**II. PURPOSE**

One of the six visions stated in the Mayor’s Five-Year Economic Development Strategy is to establish the most business-friendly economy in the nation. The Task Force shall develop strategies to streamline the regulatory process to support this vision for the city.

**III. FUNCTIONS**

- A. Within nine (9) months from the date of the first meeting of its members, the Task Force shall submit a written report to the Mayor and the Council which includes the following:
1. An identification of statutes and regulations in the District of Columbia that are obsolete, inconsistent, or duplicative, with particular focus upon laws administered by the Department of Consumer and Regulatory Affairs which govern the permitting or licensing of building and land uses, businesses, occupations, and professions;
  2. Recommendations, including proposed legislation, to eliminate or modify the obsolete, inconsistent, or duplicative statutes and regulations identified pursuant to paragraph (1) of this subsection;

3. Recommendations, including proposed legislation, to assure timely disposition of permit and license applications and of objections to these applications; and
  4. Recommendations for administrative changes to improve the processing of permit and license applications and of objections to these applications, including, but not limited to, proposals to revitalize the one-stop permit center and otherwise improve public accessibility to and interaction with the Department of Consumer and Regulatory Affairs.
- B. Nothing in this Order shall preclude the Mayor from implementing these administrative improvements during the pendency of the Task Force's work.

#### **IV. MEMBERSHIP AND PROCEDURE**

- A. The Task Force shall be comprised of nineteen (19) voting members, nine (9) voting ex-officio members and four (4) non-voting members.
- B. There shall be at least one (1) voting member representing each of the following business organizations:
1. Greater Washington Board of Trade;
  2. Apartment and Office Building Association of Metropolitan Washington;
  3. DC Chamber of Commerce; and
  4. DC Building Industry Association.
- C. There shall be at least one (1) voting member representing each of the following economic growth sectors:
1. Higher education and health care;
  2. Federal government and federal government contractors;
  3. Hospitality;
  4. Professional services;
  5. Real estate and construction;
  6. Retail; and
  7. Technology.

- D. Additional voting members to represent the general public may be appointed by the Mayor as deemed necessary and appropriate.
- E. There shall be two (2) voting members appointed by the Council of the District of Columbia ("Council"), to include the following:
  - 1. One (1) representative appointed by the Chairman of the Council; and
  - 2. One (1) representative appointed by the Chairperson of the Council's Committee on Business, Consumer and Regulatory Affairs.
- F. There shall be nine (9) voting ex-officio members, to include the following Directors or their designees:
  - 1. Office of the City Administrator;
  - 2. Department of Consumer and Regulatory Affairs;
  - 3. Department of Small and Local Business Development;
  - 4. Department of Employee Services;
  - 5. District Department of Transportation;
  - 6. Office of the Chief Financial Officer;
  - 7. Office of Planning;
  - 8. District Department of the Environment; and
  - 9. Deputy Mayor for Planning and Economic Development.
- G. There shall be three (3) non-voting members from utility companies, to include representation from the following:
  - 1. One (1) representative from a gas company serving the District;
  - 2. One (1) representative from the District of Columbia Water and Sewer Authority; and
  - 3. One (1) representative from an electric company serving the District.
- H. There shall be one (1) non-voting member from a telecommunications company.

- I. The Director of the Department of Consumer and Regulatory Affairs shall serve as co-chairperson of the Task Force.
  - J. The Mayor shall appoint the other co-chairperson of the Task Force, from among the voting members, who shall serve in that capacity at the pleasure of the Mayor.
  - K. A vacancy on the Task Force shall be filled in the same manner that the original appointment was made.
  - L. A majority of the voting members of the Task Force who are present at any meeting shall constitute a quorum. An audio or written transcript or transcription shall be kept for all meetings at which a vote is taken.
  - M. Members of the Task Force shall not be entitled to reimbursement for actual and necessary expenses incurred in the performance of official duties and shall not be compensated for time expended in the performance of official duties.
  - N. The Task Force shall meet at the call of either of the co-chairpersons, who shall convene the first meeting of the Task Force not later than fifteen (15) days after a majority of the first members appointed have been sworn in. The Task Force shall meet not less than once every sixty (60) days thereafter.
- V. TERMS**
- A. Each member of the Task Force shall serve until the Task Force ceases to exist pursuant to section VII of this Order, unless earlier removed by the appointing authority.
  - B. Any member appointed by the Mayor may be removed for failure to attend three (3) consecutive meetings.
- VI. ADMINISTRATION**
- A. The Mayor shall provide administrative and technical support, office space, staff, and other resources needed by the Task Force to carry out the provisions of this Order.
  - B. Each department, agency, instrumentality, or independent agency of the District shall cooperate with the Task Force and provide any information, in a timely manner that the Commission requests to carry out the provisions of this Order.


C. The Task Force may establish such advisory groups, committees, or subcommittees, consisting of members or nonmembers, as it deems necessary to carry out the purposes of this Order.

**VII. SUNSET**

The Task Force shall cease to exist as of the date on which it transmits to the Mayor and the Council the written report required by section III. A., but in no event later than January 31, 2014.

**VIII. EFFECTIVE DATE:** This Order shall become effective immediately.

  
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VINCENT C. GRAY  
MAYOR

ATTEST:   
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CYNTHIA BROCK-SMITH  
SECRETARY OF THE DISTRICT OF COLUMBIA