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HOUSE BILL NO. 237
Offered January 10, 2018
Prefiled January 2, 2018

A *BILL to amend and reenact § 2.2-1617 of the Code of Virginia, relating to the one-stop small business permitting program.*

Patron—Kilgore

Referred to Committee on Commerce and Labor

Be it enacted by the General Assembly of Virginia:

1. That § 2.2-1617 of the Code of Virginia is amended and reenacted as follows:

§ 2.2-1617. One-stop small business permitting program.

A. As used in this article, unless the context requires a different meaning:

"Business Permitting Center" or "Center" means the business registration and permitting center established by this section and located in and under the administrative control of the Department.

"Comprehensive application" means a document incorporating pertinent data from existing applications for permits covered under this section.

"Comprehensive permit" means the single document designed for public display issued by the Business Permitting Center that certifies state agency permit approval and that incorporates the endorsements for individual permits included in the comprehensive permitting program.

"Comprehensive permitting program" or "Program" means the mechanism by which comprehensive permits are issued and renewed, permit and regulatory information is disseminated, and account data is exchanged by state agencies.

"Permit" means the whole or part of any state agency permit, license, certificate, approval, registration, charter, or any form or permission required by law, to engage in activity associated with or involving the establishment of a small business in the Commonwealth.

"Permit information packet" means a collection of information about permitting requirements and application procedures custom assembled for each request.

"Regulatory" means all permitting and other governmental or statutory requirements establishing a small business or professional activities associated with establishing a small business.

"Regulatory agency" means any state agency, board, commission, or division that regulates one or more professions, occupations, industries, businesses, or activities.

"Renewal application" means a document used to collect pertinent data for renewal of permits covered under this section.

"Small business" means an independently owned and operated business that, together with affiliates, has 250 or fewer employees or average annual gross receipts of \$10 million or less averaged over the previous three years.

"Veteran" means an individual who has served in the active military, naval, or air service and who was discharged or released therefrom under conditions other than dishonorable.

B. There is created within the Department the comprehensive permitting program (the Program). The Program is established to serve as a single access point to aid entrepreneurs in filling out the various permit applications associated with establishing a small business in Virginia. The Program in no way supersedes or supplants any regulatory authority granted to any state agency with permits covered by this section. As part of the Program, the Department shall coordinate with the regulatory agency, and the regulatory agency shall determine, consistent with applicable law, what types of permits are appropriate for inclusion in the Program as well as the rules governing the submission of and payment for those permits. The website of the Department shall provide access to information regarding the Program. The Department shall have the power and duty to:

1. Create a comprehensive application that will allow an entrepreneur, or an agent thereof, seeking to establish a small business, to create accounts that will allow them to acquire the appropriate permits required in the Commonwealth. The comprehensive application shall:

a. Allow the business owner to choose a business type and to provide common information, such as name, address, and telephone number, on the front page, eliminating the need to repeatedly provide common information on each permit application;

b. Allow the business owner to preview and answer questions related to the operation of the business;

c. Provide business owners with a customized to-do agency checklist, which checklist shall provide the permit applications pertinent to each business type and provide the rules, regulations, and general

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59 laws applicable to each business type as well as local licensing information;

60 d. Allow the business owner to submit permit applications by electronic means as authorized by
61 § 59.1-496 and to affix thereto his electronic signature as defined in § 59.1-480;

62 e. Allow the business owner to check on the status of applications online and to receive information
63 from the permitting agencies electronically; and

64 f. Allow a business owner to submit electronic payment of application or permitting fees for
65 applications that have been accepted by the permitting agency.

66 2. Develop and administer a computerized system program capable of storing, retrieving, and
67 exchanging permit information while protecting the confidentiality of information submitted to the
68 Department to the extent allowable by law. Information submitted to the Department shall be subject to
69 the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.) as the same would apply
70 were the information submitted directly to the Department or to any permitting agency.

71 3. Issue and renew comprehensive permits in an efficient manner.

72 4. Identify the types of permits appropriate for inclusion in the Program. The Department shall
73 coordinate with the regulatory agency, and the regulatory agency shall determine, consistent with
74 applicable law, what types of permits are appropriate for inclusion in the Program.

75 5. Incorporate permits into the Program.

76 6. Do all acts necessary or convenient to carry out the purposes of this chapter.

77 C. The Business Permitting Center shall compile information regarding the regulatory programs
78 associated with each of the permits obtainable under the Program. This information shall include, at a
79 minimum, a listing of the statutes and administrative rules requiring the permits and pertaining to the
80 regulatory programs that are directly related to the permit. The Center shall provide information
81 governed by this section to any person requesting it. Materials used by the Center to describe the
82 services provided by the Center shall indicate that this information is available upon request.

83 D. Each state agency shall cooperate and provide reasonable assistance to the Department in the
84 implementation of this section.

85 E. The State Corporation Commission and the Department of Small Business and Supplier Diversity
86 shall:

87 1. ~~By December 1, 2014, implement a hyperlink from the State Corporation Commission's eFile~~
88 ~~system to the Center that will facilitate the collection by the Center of a user's information to populate~~
89 ~~any forms that will be required to be completed at a future date, to the end that the user will not be~~
90 ~~required unnecessarily to reenter data or information into the forms when the user is accessing the~~
91 ~~Center; and~~

92 2. ~~By June 30, 2018, fully integrate by January 1, 2020, establish one or more processes and forms~~
93 ~~into the Center and shall process all forms within 48 business hours from the time the applicant submits~~
94 ~~the form by which data or information relevant to the Program can be collected and exchanged~~
95 ~~electronically.~~

96 ~~The State Corporation Commission and the Center shall report on progress and any barriers to~~
97 ~~completion of the provisions of subdivision 1 biannually, on each December 1 and June 1, to the~~
98 ~~Governor, the Secretary of Commerce and Trade, the Secretary of Technology, and the chairs of the~~
99 ~~Senate Committees on Finance, General Laws and Technology, and Commerce and Labor and of the~~
100 ~~House Committees on Appropriations and Commerce and Labor.~~

101 F. Any person requiring permits that have been incorporated into the Program may submit a
102 comprehensive application to the Department requesting the issuance of the permits. The comprehensive
103 application form shall contain in consolidated form information necessary for the issuance of the
104 permits.

105 G. The applicant, if not a veteran, shall include with the application the handling fee established by
106 the Department. An applicant who is a veteran shall be exempt from payment of the handling fee
107 prescribed by this subsection. The amount of the handling fee assessed against the applicant shall be set
108 by the Department at a level necessary to cover the costs of administering the comprehensive permitting
109 program.

110 H. The authority for approving the issuance and renewal of any requested permit that requires
111 investigation, inspection, testing, or other judgmental review by the regulatory agency otherwise legally
112 authorized to issue the permit shall remain with that agency. The Center may issue those permits for
113 which proper fee payment and a completed application form have been received and for which no
114 approval action is required by the regulatory agency.

115 I. Upon receipt of the application, and proper fee payment for any permit for which issuance is
116 subject to regulatory agency action under subsection H, the Department shall immediately notify the
117 State Corporation Commission or the regulatory agency with authority to approve the permit issuance or
118 renewal requested by the applicant. The State Corporation Commission or the regulatory agency shall
119 advise the Department within a reasonable time after receiving the notice of one of the following:

120 1. That the State Corporation Commission or the regulatory agency approves the issuance of the

121 requested permit and will advise the applicant of any specific conditions required for issuing the permit;
122 2. That the State Corporation Commission or the regulatory agency denies the issuance of the permit
123 and gives the applicant reasons for the denial;
124 3. That the application is pending; or
125 4. That the application is incomplete and further information from or action by the applicant is
126 necessary.
127 J. The Department shall issue a comprehensive permit endorsed for all the approved permits to the
128 applicant and advise the applicant of the status of other requested permits. The applicant shall be
129 responsible for contesting any decision regarding conditions imposed or permits denied through the
130 normal process established by statute or by the State Corporation Commission or the regulatory agency
131 with the authority for approving the issuance of the permit.
132 K. Regulatory agencies shall be provided information from the comprehensive application for their
133 permitting and regulatory functions.
134 L. The Department shall be responsible for directing the applicant to make all payments for
135 applicable fees established by the regulatory agency directly to the proper agency.
136 M. There is hereby created in the state treasury a special nonreverting fund to be known as the
137 Comprehensive Permitting Fund, hereafter referred to as "the Fund." The Fund shall be established on
138 the books of the Comptroller. The Fund shall consist of all moneys collected from the handling fee
139 established by the Department pursuant to subsection G and such other funds as may be appropriated by
140 the General Assembly. Interest earned on moneys in the Fund shall remain in the Fund and be credited
141 to it. Any moneys remaining in the Fund, including interest thereon, at the end of each fiscal year shall
142 not revert to the general fund but shall remain in the Fund. Moneys in the Fund shall be used solely to
143 administer the Program. Expenditures and disbursements from the Fund shall be made by the State
144 Treasurer on warrants issued by the Comptroller upon written request signed by the Director of the
145 Department.
146 N. Unless otherwise directed by the regulatory agency, the Department shall not issue or renew a
147 comprehensive permit to any person under any of the following circumstances:
148 1. The person does not have a valid tax registration, if required;
149 2. The person is a corporation, limited liability company, business trust, limited partnership, or
150 registered limited liability partnership that (i) is delinquent in the payment of fees or penalties collected
151 by the State Corporation Commission pursuant to the business entity statutes it administers, (ii) does not
152 exist, or (iii) is not authorized to transact business in the Commonwealth pursuant to one of the business
153 entity statutes administered by the State Corporation Commission; or
154 3. The person has not submitted the sum of all fees and deposits required for the requested
155 individual permit endorsements, any outstanding comprehensive permit delinquency fee, or other fees
156 and penalties to be collected through the comprehensive permitting program.
157 O. The Department may adopt regulations in accordance with § 2.2-1606 as may be necessary to
158 carry out the purposes of this section.