

## **Business Regulations Task Force**

### **MEETING NOTES**

**March 25, 2010 City Engineering Conference Room**

**Committee Attendance:** LD Gilbertz, Megan Lehman, Katie Allen, Brent Hardy, Curt Betcher, Dawn Gunzler, Jeff Dale, Philippe Chino, Brandi Beecher

LD, task force chair, opened the meeting.

Dawn Gunzler talked about the process for applying for a City of Gillette Contractors license. The process takes about a month and the City does have the ability to issue temporary licensing. If applications are not complete when they are submitted, the application is returned by certified mail. Approximately less than 10% of the applications received are not complete. The application is available on the City's website.

Megan Lehman showed the County's development process. Process needs to be submitted a month ahead of the planning commission meetings. She said the State Statues need a comprehensive rewrite and she is working on it. Also added that the County does not have a development plan.

Katie showed the City of Gillette's development process. The City is changing to an electronic submittal process which should help the process. They are going through a Subdivision Regulation review and will meet with several developers on April 28. Plan to send out a RFQ to hire a consultant to work on rewriting zoning regulations. City has been working with a consultant to identify processes within the City.

Jeff asked if there are any projections for growth in Gillette. Philippe said no that he was aware of. Katie added that the City Planning office has had two individuals approach her with mixed-use developments recently.

Next Meeting April 8, 2010 12:30 p.m. CCEDC Conference Room in new location.

**Goal:**

To have a consistent and clear development process within City and County to attract new businesses, promote success of existing companies, and encourage economic growth.

**Objective:** Promote teamwork between appointed officials

**Strategy:** -Create opportunities for City and County departments to work together on development.

- Processes
  - Pre Meetings
  - Quarterly Luncheons
  - Training

**Objective:** Create an education program for new entrepreneurs and existing businesses on the development process

**Strategy:** -Partnerships with City and County development officials, funding entities, and business development resources.