



CITY OF COMMERCE

2535 Commerce Way | Commerce, CA 90040 | 323-722-4805

Commercial Cannabis Business Application Fact Sheet

While this document may not be exhaustive, it is intended to provide general guidance for all Cannabis Permit Applicants. The provisions below are expressly written in the City of Commerce Municipal Code, City of Commerce Commercial Cannabis Business Ordinance, California Building Code, National Fire Fighter Protection Agency manual or interpretations thereof. It is the sole responsibility of the applicant to review and comply with all applicable provisions, codes, and laws.

When will the City's application for Commercial Cannabis Business be available?

The City's anticipated release date for the Commercial Cannabis Business permit is October 5, 2018. Detailed information regarding the application and application process will be provided to prospective applicants who register for the Prospective Operators Workshop, scheduled for October 11, 2018. Following the workshop, the application process information and all relevant questions addressed during the workshop will be uploaded to the City's website. Please continue to check the City's website for additional information.

When are applications due?

The City will begin accepting applications BY APPOINTMENT ONLY, on October 15, 2018. No appointment requests for application submission will be made prior to October 15, 2018. Application submittal is by appointment only. Appointment times may fill prior to deadline. Please be sure to request an appointment time on or before October 22 to ensure availability.

Are my application materials subject to public review?

Yes. All correspondence with the City, including application submittals, and all contents therein and/or information, and documents incorporated into the application, will become the exclusive property of the City and will be public records under the California Public Records Act (Government Code Section 6250 and following). **However, the City will maintain the confidentiality of the applications, and their contents before it**

announces a selection of potential commercial cannabis operators, and to the extent allowed by state and case law, UNTIL a final action is made by City Council, including the approval of a final Development Agreement by a City Council vote. Further, all documents and materials connected or related to the processing of applications, including the review, scoring, and selection process will also be exempt from release during said deliberative process.

If an applicant believes that portions of its application are exempt from disclosure under the Public Records Act, it must be marked as such and specifically state the factual and legal basis for exemption. Final determination in this regard shall be made by the City of Commerce.

How can I register for the Prospective Operators Workshop?

To register visit <https://commerceoperatorworkshop.eventbrite.com>. Space is limited so please be sure to register by 12:00PM, October 10th, to ensure participation.

Which Commercial Cannabis Activities are allowed in the City of Commerce?

The City’s cannabis ordinance allows for cultivation, manufacturing, distribution (1st and 3rd party), non-storefront retail delivery (closed to the public), microbusiness [retail component being non-storefront retail delivery (closed to the public)], and testing, and ancillary delivery services to said classifications as allowed by the state. **Retail Storefronts (dispensaries/shops) are strictly and expressly prohibited.**

All retail deliveries within the City must be made by an operator with a fully compliant, state-licensed facility, who holds a valid non-storefront retail (delivery) permit, granted by the City of Commerce. Home delivery services from outside of the City limits are strictly prohibited.

Where is the “green zone”?

The City has not adopted a new zoning district or overlay for commercial cannabis businesses. However, the state and City “sensitive” use setbacks apply. For more information regarding operating a commercial cannabis business in California, visit <https://cannabis.ca.gov/faqs/>.

What is the cost for a Commercial Cannabis Business permit?

The Commercial Cannabis Business Permit application process has multiple phases. The fees below summarize the estimated cost for each phase of the process. The fee resolution and schedule can be found [here](#). For more information regarding cost reimbursement, please review the City’s Reimbursement Agreement Form.

Application Phase	Cost
Application Screening	\$13,025 per activity type (non-refundable)
Development Agreement	\$16,520 deposit*
Commercial Cannabis Permit	\$16,845 deposit*

*Actual fee based on total processing costs. A Reimbursement Agreement must be submitted and signed by the applicant and land owner. Upon permit approval, each applicant will be required to pay impact fees and building permit fees calculated based on project specific information.

Are fees refundable if my application is not approved?

No. Application screening fees are non-refundable. However, deposits made for processing will be refunded, as stipulated in the reimbursement, if an applicant withdraws a project application. Please be sure to review the terms of the reimbursement form for more information regarding City deposits.

What is the screening/fencing requirement for Cannabis facilities?

Screening shall be compatible with the character of the area and sensitive to abutting residential uses. Fencing such as rolled razor wire is prohibited in commercial zones and allowed ONLY with Planning Department approval in other zoning districts. The perimeter of the site should be designed to provide adequate security for both the site and abutting uses. Site specific screening will be reviewed and evaluated during the application screening process.

What is the minimal parking requirement for Cannabis facilities?

All parking shall comply with Commerce Municipal Code (CMC). For more information regarding development standards, please see the [CMC](#)

What are the landscaping requirements?

The City will implement landscaping requirements encouraging drought-tolerant landscaping and native plants and trees. All proposed landscaping shall be provided on the site plan. All landscaping must be in compliance with the Commerce [Landscape Ordinance](#) and [Landscape Guidelines](#).

Can modular buildings be used on-site?

Modular buildings can be used inside of existing structures, provided they are designed for internal use and meet all applicable building and fire code standards. Permanent modular buildings may be used on-site assuming all development and design standards of the zoning code are met (including but not limited to, setbacks, landscaping, building height, etc.) and all applicable building and fire code regulations are satisfied.

Any new building or structure, any addition to an existing building or structure, and installation or construction of any site improvements shall be designed to create a unified functional and comprehensive site plan. The improvements shall have an integrated architectural theme that is compatible with and will complement and enhance the subject and surrounding properties, as determined by the Planning Department.

FAQ DISCLAIMER:

FREQUENTLY ASKED QUESTIONS (FAQ) ARE AVAILABLE ON THE CITY WEBSITE <http://www.ci.commerce.ca.us/index.aspx?NID=1448> , ADDITIONAL INFORMATION IS PUBLISHED REGULARLY. PLEASE BE SURE TO CHECK THE FAQ WEBPAGE FREQUENTLY TO REMAIN CURRENT ON THE CITY APPLICATION PROCESS. YOU SHOULD ALSO SUBMIT ANY AND ALL QUESTIONS IN WRITING TO THE COMMERCIAL CANNABIS PERMIT STAFF @ CCP@CI.COMMERCE.CA.US **TO BEST ENSURE CORRECT INFORMATION**. CITY IS NOT RESPONSIBLE FOR INCORRECT INFORMATION APPLICANT MAY ALLEGE WAS OBTAINED THROUGH MEANS OTHER THAN THE CITY WEBPAGE AND CCP@CI.COMMERCE.CA.US.

THE UNDERSIGNED HEREBY ACKNOWLEDGES RECEIPT OF THIS FACT SHEET FORM, AND HEREBY CONFIRM THAT I HAVE READ AND ACCEPT THE INFORMATION WITHIN.

DATE: _____

APPLICANT: _____

SIGNATURE: _____

TITLE: _____