



Medical Cannabis Retailer (Dispensary) Application Process

APPLICATION REQUIREMENTS

Applicants must submit two (2) copies of the complete Medical Cannabis Permit Application and all items on the Submittal Checklist in a binder under numerated tabs that correlate to the item numbers on the checklist, and one (1) flash drive containing a pdf format version of the complete application, during the application period running from Monday, January 21, 2019 through 5:00 p.m. on Friday, February 22, 2019. A complete application will consist of the following:

- Medical Cannabis Permit Application form;
- City Indemnification form;
- Owner/Operator/Employee Background Application form;
- Application & Processing fee of \$5,240.00;
- All Submittal Requirements on Medical Cannabis Permit Submittal Checklist.

Applicants will not be allowed to make amendments to their application or to supplement their application once submitted.

EVALUATION AND QUALIFICATION PROCEDURES

The evaluation and qualification process shall consist of the following three phases:

Phase 1: Preliminary Determination of Eligibility

The purpose of this phase is to determine that a complete application with all the required information has been submitted, and the applicant(s) have passed the Live Scan and background check and there is no “good cause” for denial of the permit as defined in Municipal Code Section 5-4-3-7. Applicants that do not pass this phase will be disqualified.

Phase 2: Application Review and Qualification Process

The purpose of this phase is to have a Cannabis Application Review Committee comprehensively review the applications, interview the applicants, and ensure that appropriate application benchmarks are met.

Submittal Items 8 (Security Plan), 12 (Demonstration of Local Enterprise), and 14 (Medical Cannabis Experience and Qualifications) will require a minimum benchmark to be considered qualified. Those benchmarks are quantified below:

- 1) Meet or exceed 80% of the State requirements for security measures;

2) Prove 75% or more of employees reside in Solvang/Santa Barbara County, 50% or more of third-party contractors/vendors utilized are located in Solvang/Santa Barbara County, and 50% of cannabis product, goods, and supplies are purchased from Solvang/Santa Barbara County businesses;

Note: Applicant/Owners need not currently reside within the area. If the applicant/owner does not currently have a manager or employees who reside in the area, please submit a letter indicating the company's intent to hire local employees.

3) An applicant must include in their application a description of any and all experience and qualifications in developing and implementing a medical cannabis business which meets or exceeds one of the following criteria:

a. Has engaged in a medical cannabis business as an owner, manager, or supervisor of a lawful medical cannabis dispensary or cooperative within the last five years verified with permits, licenses, or other written forms of permission for such activity by a local or state government entity.

b. At least one of the applicants has one of the following types of experience: A minimum of twelve consecutive months within the previous five years as a manager with managerial oversight or direct engagement in the day to day operation of a commercial cannabis business must be of a type substantially similar to that allowed by the Solvang Regulatory Permit for which the applicant is applying.

Phase 3: City Council Approval of Qualified Applicants and Selection of Regulatory Permit Recipient

The purpose of this phase is to have the City Manager present the list of final qualified applicants to the Council for approval. The City Council will select by lottery method the recipient of the Regulatory Permit from the pool of qualified applicants.

LAND USE CLEARANCE AND STATE LICENSE PROCEDURES

The applicant selected to receive the Regulatory Permit may proceed to submit a Land Use Clearance or Development Plan application to the Planning Department. A Building Permit Application for Tenant Improvement must also be submitted for the required construction permit.

Please note that being selected to receive the Regulatory Permit does not constitute approval of the Land Use or other Development permit and does not waive or remove the requirements of applying for and receiving construction permits prior to any tenant improvements being made within the building or lease space. It also does not guarantee that the preliminary plans submitted for the dispensary application process meet the standards or requirements of the City's building code ordinance or the California Building Code.

If the selected applicant does not file for the appropriate Planning permit within sixty (60) days of Council approval, the applicant will be disqualified and removed from the Qualified Applicant list.

Applicant shall apply for all appropriate State licenses within ninety (90) days and shall demonstrate reasonable progress in obtaining those licenses. Should the applicant not be able to obtain the appropriate licenses within 180 days for any reason it may be just cause for disqualification for a permit unless the deadline is extended by the City Manager.