

# ATTACHMENT B



<b>RCRS Secondary:</b>	GOV-02	<b>Effective Date:</b>	2024-JUL-08
<b>Policy Number:</b>	COU-241	<b>Amendment Date/s:</b>	
<b>Title:</b>	Cannabis Retail Store License Application Process	<b>Repeal Date:</b>	
<b>Department:</b>	Planning & Development	<b>Approval Date:</b>	2024-JUL-08

## PURPOSE:

To provide a process for consideration of applications to issue or amend a Cannabis Retail Store license where Cannabis Retail Store is a permitted use.

## DEFINITIONS:

N/A

## SCOPE:

This policy applies to Cannabis Retail Store license applicants.

## POLICY:

Where the City of Nanaimo receives notice of an application to issue or amend a licence under the *Cannabis Control and Licensing Act* section 33(2), and the zoning of the subject property allows Cannabis Retail Store as a permitted use, the following process will be followed. If the zoning does not allow Cannabis Retail Store as a permitted use, then the City of Nanaimo Cannabis Retail Store Rezoning Criteria will be followed.

## PROCESS:

1. The City of Nanaimo receives notice of an application from the Liquor and Cannabis Regulation Branch to issue or amend a license under the *Cannabis Control and Licensing Act* section 33(2) and City Staff review and confirm that existing zoning allows for Cannabis Retail Store use.
2. Taking into account the prescribed criteria and circumstances, the views of residents within the City of Nanaimo will be gathered by receiving written comments in response to a public notice of the application per section 33(3)(a) of the *Cannabis Control and Licensing Act*.
3. Public notice will be advertised electronically by posting on the City of Nanaimo website and soliciting written comments for a period of 7 calendar days.
4. The Council of the City of Nanaimo shall consider the comments gathered prior to making a positive or negative recommendation to the Liquor and Cannabis Regulation Branch that the Cannabis Retail Store license be issued or amended.

**RELATED DOCUMENTS:**

*CANNABIS CONTROL AND LICENSING ACT*  
City of Nanaimo Cannabis Retail Store Rezoning Criteria

**REPEAL or AMENDMENT:**

N/A

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