

City of Colusa
425 Webster Street
Colusa, Ca 95932



COMMERCIAL CANNABIS BUSINESS PERMIT APPLICATION

☐ New Application

☐ Renewal

☐ Cultivation

☐ Manufacturing

☐ Retail/Dispensary

A. Information on Commercial Cannabis Business Location

Commercial Cannabis Site/Business Name:

Property Location:

Assessor Parcel Number:

Zoning Designation:

Characteristics of the neighborhood or surrounding area:

B. Information on Applicant

Name of Person completing the application:

Title:

DOB:

If applicant is a not for profit, corporation or other business entity, please identify:

Name of Business Entity:

Type of Ownership:
Mailing Address:
Primary Phone No:
Email address:
Preferred method of contact: (mail, phone, email)

C. Information on Co-Applicant(s)

Name of Person completing the application:	
Title:	DOB:
Mailing Address:	
Primary Phone No:	
Email address:	
Preferred method of contact: (mail, phone, email)	

Please attach additional sheets if there are more than 2 applicants

D. Information on Property Owner or Landlord

Name:
Mailing Address:
Primary Phone No:

If the applicant is not the legal owner of the property, the application must be accompanied by a notarized Owner's Statement of Consent to operate a commercial cannabis business on the property.

E. Conditional Use Permit

F. Required Submissions

Please attach the following documents to your application

- ☐ **Proof of Non-Profit Status:** A description of the statutory entity or business form that will serve as the legal structure for the applicant and a copy of its formation and organizing documents, including but not limited to articles of incorporation, certificate of amendment, statement of information, articles of association, bylaws, partnership agreement, operating agreement, and fictitious business name statement.
 - ☐ **Neighborhood Responsibility Plan:** A plan to address the adverse impacts of cannabis cultivation / manufacturing on the surrounding area, as required for a Conditional Use Permit (CUP), including how the exterior areas and surrounding public areas will be managed to avoid becoming a nuisance and having adverse impacts on neighbors and the surrounding community. Specifically, how the applicant will contribute to the surrounding community.
 - ☐ **Security Plan:** A detailed security plan outlining the measures that will be taken to ensure the safety of persons and property on the cultivation site. The security plan must be prepared by a qualified professional.
 - ☐ **Commercial Cannabis Business Performance Agreement:** A detailed plan outlining a schedule for beginning operation, including a narrative outlining any proposed construction and/or improvements and a timeline for completion showing major milestones.
 - ☐ **Floor Plan:** A scaled floor plan for each level of each building that makes up the cultivation / manufacturing site, including the entrances, exits, walls and cultivation / manufacturing areas. The floor plan must be professionally prepared by a licensed civil engineer or architect.
 - ☐ **Site Plan:** A scaled site plan of the cultivation / manufacturing site, including all buildings, structures, driveways, parking lots, landscape areas and boundaries. The site plan must be professionally prepared by a licensed civil engineer or architect.
 - ☐ **Lighting Plan:** A detailed lighting plan showing existing and proposed exterior and interior lights that will provide adequate security lighting for the cultivation/ manufacturing site.
 - ☐ **Water Efficiency Plan:** A detailed plan describing how the cultivation / manufacturing site will conform to all design guidelines, promote water conservation, and avoid or minimize any potential adverse environmental effects of operating a cultivation / manufacturing site.
-

☐ **Odor Control Plan:** A detailed plan describing how the applicant will prevent all odors generated from the cultivation / manufacturing and storage of cannabis from escaping from the buildings on the cultivation / manufacturing site, such that the odor cannot be detected by a reasonable person of normal sensitivity outside the buildings.

☐ **Energy Efficiency Plan:** Documentation that the applicant has contacted PG&E for help finding the best way to provide reliable and efficient energy solutions for their business. The applicant must provide the date they contacted PG&E and the name of the PG&E representative.

☐ **Business Operations Plan**

Business Plan: A plan describing how the commercial cannabis business will operate in accordance with this code, state law, and other applicable regulations. The business plan must include plans for transporting cannabis and cannabis products to and from the cultivation / manufacturing site.

Community Relations Plan: A plan describing who is designated as being responsible for outreach and communication with the surrounding community, including the neighborhood and businesses, and how the designee can be contacted.

State Licenses: Copies of the state licenses relating to marijuana, including cultivation licenses, the applicant holds (when available).

Tax Compliance: A current copy of the applicant's city business operations tax certificate, state sales tax seller's permit, and the applicant's most recent year's financial statement and tax returns (for first time applicants, the business operations tax account will be set up in-house after the application has been submitted).

Insurance: The applicant's certificate of commercial general liability insurance and endorsements and certificates of all other insurance related to the operation of the cultivation business.

Budget: A copy of the applicant's most recent annual budget for operations (if available).

Price List: A list of the most recent prices for all products and services provided by the applicant.

☐ **Statement of Owner's Consent:** A notarized written consent form signed by the owner or the landlord of the proposed site to operate a commercial cannabis business, specifying the street address and parcel number.

G. License Revocation

The applicant or any of its managers has been associated with a business that has had its cultivation permit revoked.

☐

Yes

☐

No

(if yes, please provide the following_

City or County: _____ Date: _____

Please attach additional sheets if necessary.

H. City Authorization

- ☐ I, the applicant, provide authorization and consent for the City Manager or his/her designee to see verification of the information contained on this application

I. Indemnification

- ☐ I, the applicant, release the City of Colusa, its agents, officers, elected officials, and employees from any and all claims, injuries, damages, or liabilities of any kind arising from
- (a) any repeal or amendment of chapter 12F of the Colusa Municipal Code or any provision of other codes relating to medical marijuana dispensaries and cultivation, and (b) any arrest or prosecution of the applicant or its managers, employees, or members for violation of state or federal laws; and I will defend, indemnify, and hold harmless the city and its agents, officers, elected officials, and employees from and against any and all claims or actions: (a) brought by adjacent or nearby property owners or any other parties for any damages, injuries, or other liabilities of any kind arising from operations at the dispensary location, and (b) brought by any party for any problems, injuries, damages, or other liabilities of any kind arising out of the distribution of medical marijuana produced at the location.

J. Applicant's Certification

- ☐ I certify under penalty of perjury under the laws of the State of California, that I have personal knowledge of the information contained in this application, and that the information contained herein is true and correct.

Signature: _____ Date: _____