

# Attachment A: Permitting Plan

The Permitting Plan (DCC-2626) describes the local jurisdiction’s plan to establish a cannabis retailer licensing program. If selected for a grant award, this Permitting Plan will be incorporated into the Grant Agreement as the Scope of Work.

## Anticipated Local Cannabis Retail Licensing Program

What type(s) of cannabis retail activity will the jurisdiction allow? (Select all that apply)

- Retail Storefront (during the licensing process the City will re-evaluate for Retail Storefront)
- Retail Non-storefront (Delivery)

Will the jurisdiction allow adult-use, medicinal, or both adult-use and medicinal commercial cannabis activities?

- Adult-use only
- Medicinal only
- Both adult-use and medicinal

How will the jurisdiction license cannabis retail businesses?

- Through the existing non-cannabis business license process (**eligible for priority review**)
- Through a new cannabis-specific licensing process

Will the jurisdiction limit the number of cannabis retail licenses available?

- Yes
- No

If the jurisdiction plans to limit the number of retail licenses available, approximately how many licenses will be made available? (*Please enter a whole number for each, not a range.*)

- # of storefront retail licenses: (during the grant licensing development the City will re-evaluate)
- # of non-storefront (delivery) retail licenses: up to three

If the jurisdiction plans to limit the number of retail licenses available, how do you propose to issue the licenses? (Select one)

- Competitive
- First-come, first-serve (based on complete applications)
- Lottery
- Other: [Click or tap here to enter text.](#)



Will your program license only cannabis retail business projects that are eligible for a categorical exemption under the California Environmental Quality Act (CEQA)?

- Yes (eligible for priority review)
- No

### **Anticipated Equity Program (If Applicable)**

Will the jurisdiction’s cannabis retail licensing program contain provisions to assist equity applicants?

- Yes (eligible for priority review)
- No

How will the jurisdiction assist equity businesses? (Select all that apply)

- Financial assistance
  - Application fee waivers
  - License fee waiversPlease describe: Fee deferral programs to assist with business start up costs
- Technical assistance (*select one or more of the following*):
  - Legal guidance
  - Financial guidance
  - Assistance with local and state license applications
  - Compliance training
- Other: Translation services

How will “equity” be defined?

- The jurisdiction has already completed an equity assessment. Provide a link or attach a copy: [Click or tap here to enter text.](#)
- The jurisdiction will complete an equity assessment.
- The jurisdiction will adopt the state’s definition of “qualified equity applicant or licensee” ([CCR Title 4, §15014.1\(a\)](#)).

Will the jurisdiction limit the number of equity licenses available to cannabis retail businesses?

- Yes (limited to overall licenses available)
- No

If the jurisdiction plans to limit the number of equity licenses available, approximately how many licenses will be made available? (*Please enter a whole number for each, not a range.*)

# of storefront retail licenses: (during the grant licensing development the City will re-evaluate)  
# of non-storefront (delivery) retail licenses: three

# Local Cannabis Retail Permitting Plan

## Completed Efforts

What steps have already been taken, if any, to develop a local cannabis retail licensing program?

The City of Yreka has held townhalls, public meetings to ascertain interest and ordinance. At the time the City Council adopted an ordinance with a ban, with a provisional wait and see policy based upon other jurisdictions experience with cannabis.

## New Activities: Program Development

Will the establishment of a local cannabis retail licensing program require the adoption of a new ordinance or a change to existing ordinances?

Yes. Has an ordinance already been drafted?  Yes  No

No. Please explain: [Click or tap here to enter text.](#)

What specific steps will you take to establish a local cannabis retailer licensing program? (Select all that you plan to do)

- Draft an ordinance, resolution, or regulations allowing the establishment of cannabis retail businesses within the jurisdictional boundaries of the jurisdiction
- Adopt an ordinance, resolution, or regulations allowing the establishment of cannabis retail businesses within the jurisdictional boundaries of the jurisdiction
- Hire staff and/or contractors
- Hold community outreach meetings and engagement events
- Conduct surveys or otherwise solicit input
- Form a stakeholder workgroup or technical advisory committee
- Consult local jurisdictions with existing cannabis programs
- Conduct economic studies
- Conduct environmental reviews
- Develop application forms and/or an online application portal
- Other: [Click or tap here to enter text.](#)

## Estimated Timeline

Utilize the chart below to provide an estimated timeline for the steps that you anticipate taking to establish the local cannabis retailer licensing program. The established timeline should include the steps marked in the question above and, if applicable, the establishment of the equity program.

Date	Event
July 2023	1 <sup>st</sup> City Council Workshop



July 2023	Launch Online Public Engagement Site
August 2023	Public Town Hall Meeting
August 2023	Tours of existing retail facilities in regional cities
October 2023	Public Input Summary Report with Alternatives
October 2023 through November 2023	Public Outreach and Input on Alternatives
October through November 2023	Draft Nonretail Storefront Delivery Ordinance Changes
November 15, 2023	Planning Commission Public Hearing on Nonretail Storefront Delivery Ordinance changes
December 5, 2023	1 <sup>st</sup> Reading of Nonretail Storefront Delivery Ordinance Changes at City Council
December 19, 2023	Adoption of Nonretail Storefront Delivery Ordinance Changes
February 2024	Begin Nonretail Storefront Delivery Permit Implementation
May 2024	2 <sup>nd</sup> City Council Workshop on Implementation Progress and Discussion on Storefront Retail and Industry regulations
Tentative: June 2024 through September 2024	Draft additional ordinance changes if City Council supports opening other Cannabis industry regulations

When do you anticipate accepting your first cannabis retail license/permit application?

Date: 2/1/2024

How long do you expect it will take to process each license application, from application submission to license issuance?

Proposed timeline in months: Less than six months for complete applications

When do you anticipate issuing your first cannabis retail business license within your jurisdiction?

Date: August 2024

### Staffing and Resources

Will you utilize existing staff, hire new staff, or use a contractor/consultant to operate your cannabis retail licensing program? (Select all that apply & enter the number of anticipated full-time equivalent positions for each)

Utilize existing staff – # of positions: three

Hire new staff (permanent) – # of positions: Click or tap here to enter text.

Hire new staff (temporary) – # of positions: Click or tap here to enter text.

Use a contractor/consultant – # of positions: Legal and Planning Consultants

How many staff members, including contractors, will you need to operate your cannabis retail licensing program on an ongoing basis?

Total number of full-time equivalent positions: 0.10 FTE for establishing ongoing operations

