

CANNABIS RENEWAL APPLICATION

CITY OF WATSONVILLE – *Community Development Department*

250 Main Street
Watsonville CA 95076
(831) 768-3050 (831) 728-6154 fax



RENEWAL FEE

APPLICATION FEES
\$ 2,800

City Use Only

File No. _____

Receipt # _____

Date Paid _____

This application is provided for applicants requesting renewal of a Use Permit in the City of Watsonville. Cannabis Facility applications are processed in accordance with the Watsonville Municipal Code (WMC).

GENERAL INFORMATION

APPLICANT NAME _____ PHONE _____

APPLICANT ADDRESS _____

PRIMARY CONTACT EMAIL ADDRESS _____

PROPERTY OWNER NAME _____ PHONE _____

PROPERTY OWNER ADDRESS _____

SITE DESCRIPTION

STREET ADDRESS _____

ASSESSOR PARCEL NUMBER(S) _____

ZONING _____ GENERAL PLAN _____

NAME(S) OF BUSINESS _____

FORM OF BUSINESS (LLC, CORPORATION, SOLE OWNER, NOT FOR PROFIT) _____

APPLICANT AUTHORIZATION

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers contained herein and the information herein submitted, are in all respects true and correct.

APPLICANT/APPLICANT'S REPRESENTATIVE:

Printed Name

Signature

Date

CANNABIS FACILITY RENEWAL SUBMITTAL REQUIREMENTS

Applicants must submit three (3) complete comprehensive and signed copies of the Watsonville Cannabis Facility Renewal Application Form, and all attachments and payment. Payment must be made by certified check, cashier's check, credit card, or money order made payable to the City of Watsonville. Please note the City will not accept cash and Application Fees are non-refundable. A complete application will consist of the following information:

- **Application Form and Fees.** Make check payable to "City of Watsonville."
- **Criminal History Check:** All owners, managers and employees of the business must apply for a Live Scan criminal history check. The Live Scan process involves submitting fingerprints to the DOJ, which will review for criminal offender record information (CORI). CORI reports will be provided to the City of Watsonville for the sole purpose of determining eligibility for operating a Cannabis Facility. See WMC Section 14-53.104 for background check requirements. Those who do not meet criminal history eligibility requirements will be disqualified.
- Name (including aliases), address, phone number, date of birth, and driver's license or government issued ID number and signature of all owners and employees.
- For those facilities that are not currently in operation, the following information shall be provided regarding the status of the facility:
 - Date building permit application was submitted to the Community Development Department;
 - Date building permit was approved for improvements to facility;
 - Date building permit was issued for improvements to facility;
 - Estimated date of completion of building improvements to accommodate the cannabis facility; and
 - Estimated date that business will commence at facility.
- **I.D. Badges:** Provide proof that all owners and employees have valid identification badges as required by WMC Chapter 14.53.209.
- Additional documentation may be required, as described in the Submittal Requirements for a Cannabis Facility, attached and listed in WMC Sections 14-53.104 and 14-53.110.
- **Audit of Records:** Each applicant or licensee shall provide all records and documents required by WMC Section 14-53.207 and all the information and records listed below for the last 12 months in digital form (thumb drive or alternative) that can be viewed either through excel or pdf programs:
 - Complete records regarding the amount of cannabis cultivated, produced, harvested, stored, or packaged at its cultivation site;
 - Complete manifest records regarding cannabis transfers from the applicant or licensee's cultivation site to dispensing location(s), including the date and time of the transfer; the name and address of the cultivation facility and the name and address of the supplier if different from the cultivation facility; the amount, form, type, batch and lot number of cannabis transferred; the time of departure from the cultivation facility; the time of arrival at the dispensing location; the names of the employees transporting the

product; and the name of the employee who received the product at the dispensing location;

- Complete records documenting each transfer of cannabis from the applicant or licensee's dispensing location to patients including the amount provided, the form or product category in which the cannabis was provided, the date and time provided, the name of the employee making the transfer, and the amount of monetary or other transaction;
 - All receipts of the applicant or licensee, including but not limited to all contributions and all expenditures incurred by the applicant or licensee for the cultivation and dispensing of cannabis; and
 - Records demonstrating compliance with state and federal rules and regulations regarding reporting and taxation of income received.
- **Inspection:** A physical inspection of the cannabis facility shall be required to determine compliance with permit conditions and local and state regulations.

The City's Reservation of Rights

The City reserves the right to reject any and/or all proposals, with or without any cause or reason. The City may also, modify, postpone, or cancel the request for permit applications without liability, obligation, or commitment to any party, firm, or organization. In addition, the City reserves the right to request and obtain additional information from any candidate submitting a proposal. Late and incomplete proposals **WILL BE REJECTED**. Furthermore, a proposal for renewal **RISKS BEING DENIED** for any of the following reasons:

1. Applicant or licensee and its owners and managers have not complied at all times with all the requirements for registration as set forth in WMC Chapter 14-53 (Cannabis Facilities); or
2. Any of the conditions or circumstances included in Sections 14-53.112 through 14-53.209 as applicable, singularly or in combination, of this chapter have occurred; or
3. The Zoning Administrator or designee is aware of any law enforcement or license enforcement activity related to the licensee's operations during the past calendar year; or
4. Zoning Administrator or designee is aware of any other facts or circumstances which indicate that continued operation of the cannabis facility will be detrimental to the health, safety, and welfare of the residents of the City, including any law enforcement or license enforcement activity related to the licensee's operations during the past calendar year; or
5. Proposal considered not fully responsive to this request for a permit renewal.