



**City of Grover Beach
Planning Division**

**COMMERCIAL CANNABIS PERMIT SUBMITTAL CHECKLIST
RENEWAL OF EXISTING PERMIT**

154 South Eighth Street - Grover Beach, CA 93433 - Phone (805) 473-4520 - www.groverbeach.org

The information on this checklist **must** be submitted with your Commercial Cannabis Permit application to be accepted for review. These are the minimum requirements and additional information and plans may be required to evaluate your application following initial review by staff. A copy of this list will be used to check your application for completeness after it is submitted. **Applications not containing the necessary information as shown on this checklist will not be accepted for review. Check each box under “applicant” to indicate that the information has been provided and sign the Checklist. If you believe an item is not applicable to your application, please indicate.** If you have any questions regarding this form or uncertain if a specific requirement applies to your project, please contact the planning staff at (805) 473-4520.

Please submit the information indicated below.

- | Applicant | City | |
|---|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | One (1) Completed Commercial Cannabis Permit Application form indicating each requested State license. |
| <input type="checkbox"/> | <input type="checkbox"/> | Commercial Cannabis Indemnification Agreement Form. |
| <input type="checkbox"/> | <input type="checkbox"/> | Payment of application fee deposit as established by the Master Fee Schedule. |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide three (3) copies of a description of the Commercial Cannabis Business organizational status and provide proof of status, such as articles of incorporation, by-laws, partnership agreements, and other documentation as may be necessary. This shall include a list of all owners/entities that have an interest of 5% or greater in the business. |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Commercial Cannabis Employee/Owner Background Application form for all applicants as defined in Municipal Code Article 3 Chapter 18 Sections 4000.20(B). |
| <i>A Live Scan and background check will be performed by the Grover Beach Police Department once your application has been submitted. The Police Department will contact you to schedule a meeting for you to complete the application.</i> | | |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide three (3) copies of a report from a certified mechanical engineer reflecting his/her inspection of the odor mitigation system/equipment performed within 30 days application submittal. |
| <input type="checkbox"/> | <input type="checkbox"/> | If any changes have occurred to any of the documents previously submitted (i.e. floor plan, security plan, operations plan), provide three (3) copies of the items that have been modified. |

I, the undersigned Applicant/Representative, have verified that all the submittal items required on this Checklist are included in the application materials and/or plans.

Signature

Date

Print Name