

## POLICY

<b>SECTION</b>	<b>INDIVIDUAL SERVICE POLICIES</b>
<b>POLICY</b>	<b>5.2.7</b>
<b>SUBJECT</b>	<b>CANNABIS RELATED BUSINESS</b>
<b>ADOPTED</b>	<b>June 27, 2019</b>

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### **POLICY STATEMENT**

With the legalization of recreational cannabis in Canada, qathet Regional District (qRD) will be receiving licence application referrals for cannabis related business. This policy establishes clear procedure and a consistent set of criteria to follow when responding to public inquiries and processing referrals for cannabis related business applications in qathet Regional District.

### **PURPOSE**

The purpose of this policy is to ensure that:

- cannabis related businesses are located in such a manner that they are sensitive to potential impacts on the surrounding community and are located in appropriate locations;
- qathet Regional District is provided sufficient information in cannabis related business licence application referral packages; and
- qathet Regional District takes views of the public into account when making recommendations to the province on cannabis retail sales applications.

### **SCOPE**

This policy applies to all proponents of cannabis related business within qathet Regional District. Cannabis related business includes both cannabis production facilities and cannabis retail stores.

### **DEFINITIONS**

**Cannabis production facility** means a business that uses land, buildings or structures to cultivate, process, package, store or distribute cannabis or cannabis related substances as lawfully permitted and authorized under the federal *Cannabis Act*.

**Cannabis retail store** means a business that sells cannabis or cannabis related substances as lawfully permitted and authorized under the provincial *Cannabis Control and Licensing Act*.

### **RESPONSIBILITY/AUTHORITY TO ACT**

The Manager of Planning Services or designate will oversee and administer the policy.

## **PROCEDURES**

### **Part One: Licence Application Procedures**

#### **1. Preliminary Consultation**

Proponents are encouraged to contact the Planning Services Department prior to making any final site selection decisions in order to discuss their plans with staff.

Planning Services staff will review all cannabis related business inquiries for compliance with applicable land use bylaws and policies and advise proponents accordingly.

#### **2. Licence Application Requirements**

Proponents are encouraged to ensure their cannabis related business licence application includes the following information:

- Written explanation of the proposal including:
  - o name, address and signature of applicant;
  - o legal description and civic address of the property; and
  - o title search for the property (dated within 30 days of application) including copies of any charges on title.
  - o name, address and signature of registered property owner, if different from the applicant.
  
- Site map (drawn to scale) of the proposal including:
  - o location of proposed cannabis retail store or cannabis production facility;
  - o legal description and civic address of the property; and
  - o distance of setbacks from parcel boundaries.
  
- A copy of the completed application submitted to provincial or federal licensing authority.
  
- Application fee paid to qathet Regional District in the amount set out in qathet Regional District Fees and Changes Bylaw No. 419 and any amendments thereto.

#### **3. Public Consultation Requirements**

Where qathet Regional District provides recommendation on a cannabis related business licence application to a provincial or federal licensing authority, recommendations will take views of the public into account. The method of gathering views of the public will include:

- Public notice of the application in two consecutive issues of the local newspaper;
- Collection of written public comments received in response to notice of application; and
- Summary of public comments prepared for consideration of Regional Board.

## **Part Two: Criteria for Reviewing Licence Applications**

- Where land use zoning exists:
  - cannabis retail stores may be permitted on land zoned for commercial uses subject to provincial licensing approvals; and
  - cannabis production facilities may be permitted on land zoned for agricultural or light industrial uses subject to federal licensing approvals.
  
- Where land use zoning does not exist:
  - cannabis retail stores may be supported on land designated for commercial uses subject to provincial licensing approvals; and
  - cannabis production facilities may be supported on land designated for agricultural or light industrial uses subject to federal licensing approvals.
  
- Recommended setbacks include the following:
  - a minimum distance of 300 metres between any cannabis related business (includes all buildings and structures) and a school, day care facility, park, playground, or health care facility; and
  - a minimum distance of 30 metres between a cannabis production facility (includes all buildings and structures) and a watercourse (lakes, rivers, streams, creeks, and wetlands).