

# WELCOME REMARKS



Q&A Virtual Lunch Hour  
w/ Jason Killeen

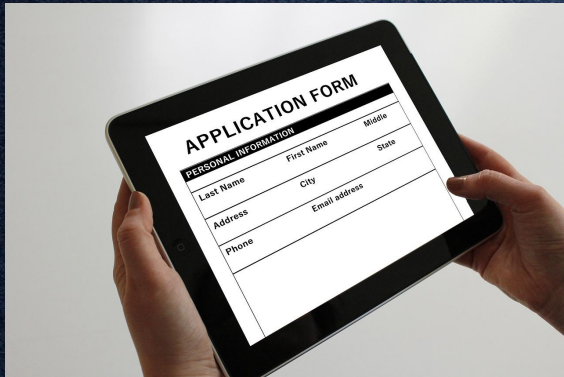


## Annual License Application

On May 1, 2023, DCR opened its annual application process.

Currently, DCR does not have the authority to accept Annual License Applications unless a business has Temporary Approval and the business has completed the environmental review process.

However, the City Attorney transmitted a draft ordinance to expand the Annual License Application process to all Applicants.



## C.F. 21-1083-S1 - Draft Ordinance

**Council File: 21-1083-S1**

**Title**  
Social Equity Program (SEP) / Environmental Review / Public Convenience or Necessity / Los Angeles  
Municipal Code Amendment

**Date Received / Introduced**  
10/13/2022

**Last Changed Date**                      **Expiration Date**  
03/01/2023                                      02/28/2025

**Reference Numbers**  
City Attorney Report: R22-0435; R23-0166

**Initiated by**  
Department of Cannabis Regulation

Online Documents (Doc)	
Title	Doc Date
Attachment to Report dated 05/09/2023 - Draft Ordinance	05/09/2023
Report from City Attorney	05/09/2023
Council Action	03/01/2023

On May 9, 2023, the Office of the City Attorney transmitted a draft ordinance for City Council considerations that would open the Annual License Application process to all existing Licensees and Applicants. The ordinance, if adopted, would also allow Applicants to transition from Pre-Application Review directly into the Annual Licensing Application process.



## Annual License Application

The following instructions apply only to Temporary Approval holders who have already created a Legal Business Entity Record (LBER).

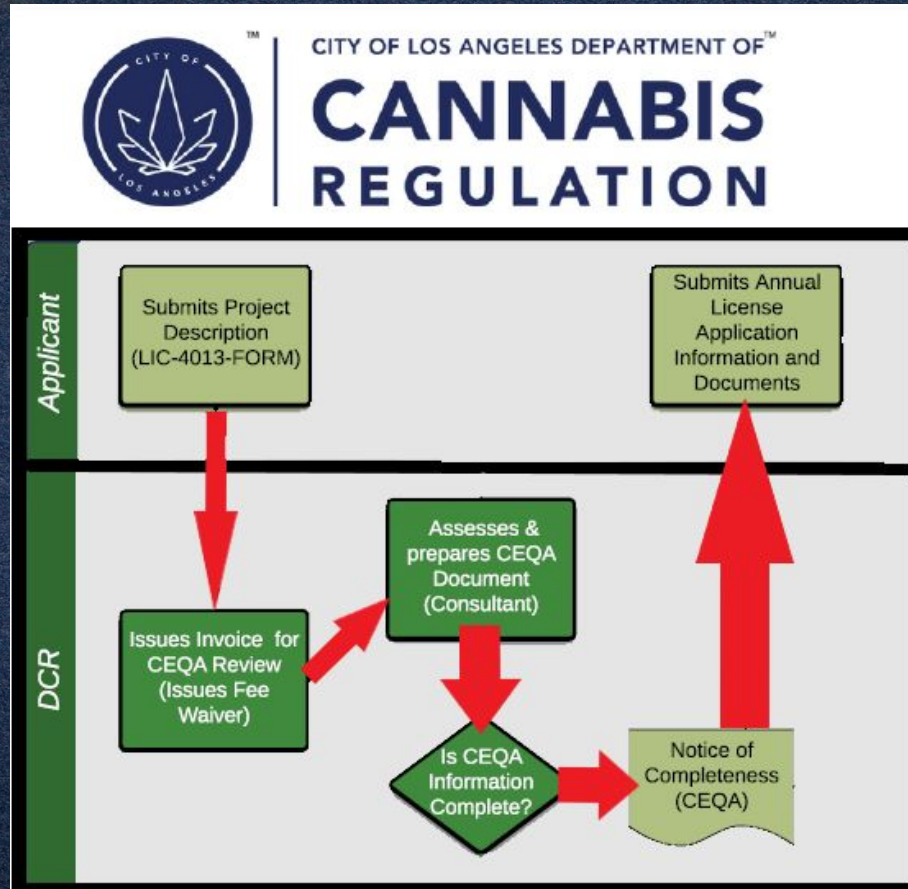
Instructions will be provided at a later date to all other applicants.



## Annual License Application Next Steps:

1. Review and complete the Project Specific Information Form (LIC-4013-FORM) and upload it to the DCR Licensing Portal.
2. Demonstrate that you have site control of a compliant Business Premises location by providing a **current** executed lease agreement or property deed, or other evidence of legal right to occupy the Business Premise.
3. Submit a current premises diagram to the DCR Licensing Portal.

# Annual License Application Workflow



A decorative string of yellow lights is positioned at the top of the slide, curving across the dark blue background. The lights are small and glowing, creating a warm, festive atmosphere.

## Public Health Inspections

DCR also strongly recommends that licensees begin the process for the Los Angeles County Department of Public Health's health inspection and Emblem program. This is a lengthy, but required process. Additional information about the process can be found [here](#).

# Q&A



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# THANKS FOR COMING

Next Q&A Virtual Lunch  
June 14, 2023 at 12:00 PM

