



CITY OF LOS ANGELES DEPARTMENT OF

**CANNABIS
REGULATION**

Crash Course: Land Use Review & Processing Timelines Part 2

Land Use Review



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Land Use Review

An Applicant must undergo a Pre-Application Review process prior to filing an Annual License Application to engage in Commercial Cannabis Activity.

In Pre-Application Review, DCR will determine location compliance and eligibility.



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Land Use Review

Compliance and eligibility are based on four major land use considerations for commercial cannabis activity:

(1) eligibility requirements under LAMC Section 104.03(a)(3) landowner attestation ([LIC-4016-FORM](#));

(2) distancing from Sensitive Uses under LAMC Section 105 et seq.;

(3) distancing from other commercial cannabis businesses with onsite retail sales LAMC Section 105 et seq. (only applies to businesses with onsite retail sales); and

(4) zoning restrictions under LAMC Section 105 et seq.



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Land Use Review

Pre-Application Review Information Applicants must submit certain information to allow DCR to make a determination about whether or not a proposed Business Premises location:

(1) is eligible based on location restrictions in LAMC 104.03(a)(3) for Commercial Cannabis Activity, and

(2) complies with the zoning and distancing requirements pursuant to LAMC 105 et seq. Applicants must submit the following required Pre-Application Review Information:

- Identify one or more proposed Commercial Cannabis License types;
- Proposed Business Premises address; and,
- Landowner Attestation: Location Eligibility Form ([LIC-4016-FORM](#))

Retail Storefront



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> **700 ft.**



School

Public Park

Public Library

**Alcoholism or Drug Abuse Recovery
or Treatment Facility**

Day Care Center

Permanent Supportive Housing

**Another licensed storefront retailer
with on-site retail sales.**



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> 600 ft.



**Non-storefront Delivery
Distributor
Cultivator
Non-volatile Manufacturing
Testing Lab**

School

Volatile manufacturer



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**Residential
Zoned Property**

> **200 ft.**



**Volatile
Manufacturer**



> **600 ft.**



School

LA Department of City Planning - Zone Info Map Accessing System (ZIMAS)

← → ↻ Not secure | http://zimas.lacity.org

Gmail YouTube Maps COM: Prep Sheet S...

221 N FIGUEROA ST Font: A A A +/-

▼ Address/Legal

Site Address	221 N FIGUEROA ST
ZIP Code	90012
PIN Number	133-5A211 255
Lot/Parcel Area (Calculated)	44,760.3 (sq ft)
Thomas Brothers Grid	PAGE 634 - GRID F3
Assessor Parcel No. (APN)	5181006909
Tract	TR 51742
Map Reference	M B 1210-14/17
Block	None
Lot	LT 2
Arb (Lot Cut Reference)	None
Map Sheet	133-5A211

► Jurisdictional

► Permitting and Zoning Compliance

► Planning and Zoning

► Assessor

► Case Numbers

► Citywide/Code Amendment Cases

► Additional

► Seismic Hazards

► Economic Development Areas

► Housing

► Public Safety

Generalized Zoning

0.08 Miles
400 Feet

Terms & Conditions

Processing Timelines



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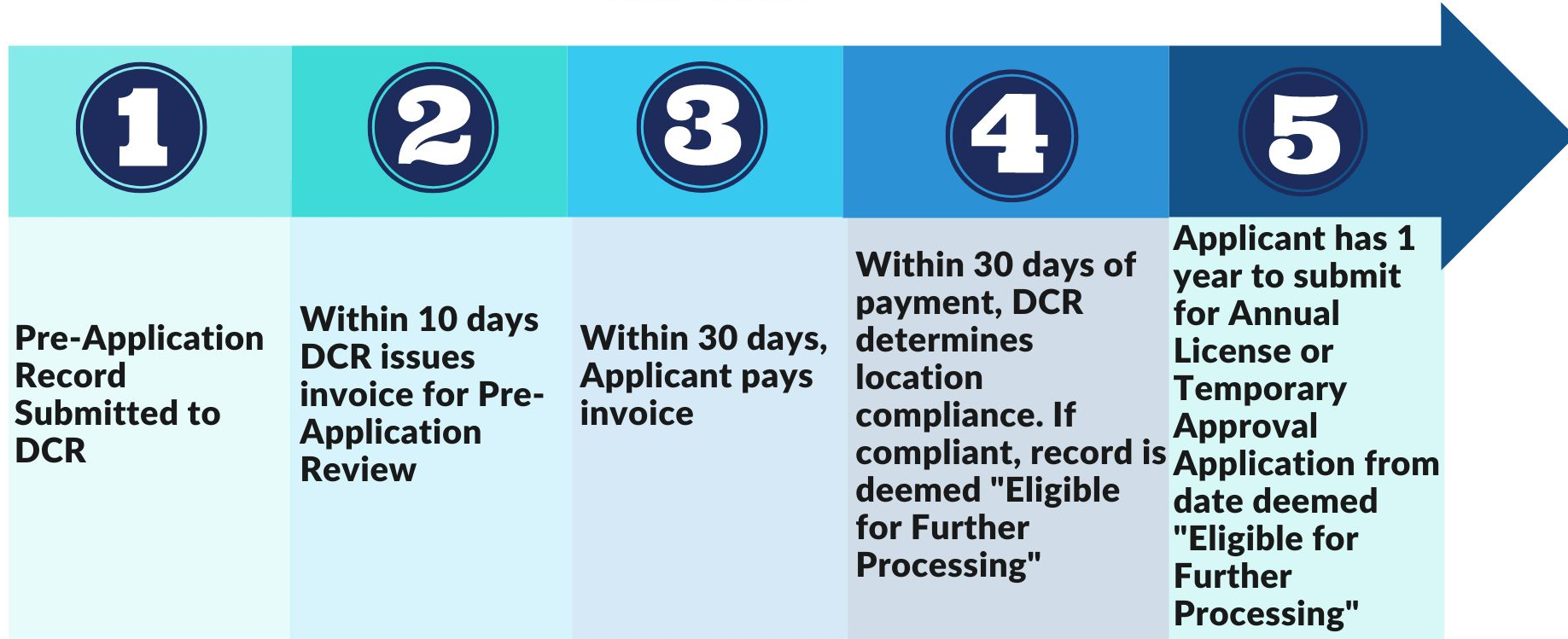
Processing Timelines

Pre-Application Record Processing

- a. Applicant submits Pre-Application Record
- b. Within 10 days of submission, DCR issues a fee invoice
- c. Within 30 days of invoice, Applicant pays invoice
- d. Within 30 days of payment, DCR determines location compliance. If compliant, Pre-Application Record is deemed “eligible for further processing”.
- e. Within 1 year from date DCR deems the Pre-Application Record eligible, Applicant submits Annual License or Temporary Approval Application

PRE-APPLICATION RECORD PROCESSING

TIMEFRAMES





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LAMC 105.02

(a)(1)(B) & (a)(2)(B)

Retail On-site Sales - 700-ft Buffer Creation:

Outside of a 700-foot radius of any other
Retailer, having on-site retail sales, which is:

1. licensed by the City to engage in the
Commercial Cannabis Activity; or,
2. for which Temporary Approval Application
or Business Premises Relocation fees,
whichever is applicable, are paid pursuant
to Los Angeles Municipal Code Section
104.19.
 - a. Payment of the applicable fees
 - b. Fee waiver issued



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Processing Timelines

Annual License Application Processing for Storefront Retailer Commercial Cannabis Activity or Microbusiness with on-site sales:

1. Applicant possesses Temporary Approval, or submits Pre-Application Record that is eligible for further processing.
2. Applicant submits Annual Application information, forms, and documents to the DCR Licensing Portal, including environmental documents.
3. Applicant pays invoice by the date on the invoice, usually 30 days.
4. DCR determines if the Annual Application record is complete.
5. Once all documents and payment are submitted, the Annual Application is **filed**.



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Processing Timelines

Annual License Application Processing for Storefront Retailer Commercial Cannabis Activity or Microbusiness with on-site sales:

6. Within 30 days of the filing of an Annual Application, DCR sends a **Notice of Complete Application** by electronic mail to: (1) the Applicant; (2) the closest Neighborhood Council; (3) the relevant business improvement district, if one exists; and (4) and the City Council Office within which the Business Premises is situated.



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Processing Timelines

Annual License Application Processing for Storefront Retailer Commercial Cannabis Activity or Microbusiness with on-site sales:

7. Within 10 days of receipt of the Notice of Complete Application, the Applicant or a designated representative shall contact the Neighborhood Council in which the business is located and offer to appear before the Neighborhood Council to address questions about the Application. Written evidence of the Applicant's offer to appear shall be provided to DCR.
8. DCR issues invoice for Community Meeting Fee.
9. Applicant pays the Community Meeting Fee within 30 days from the date of the invoice.



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Processing Timelines

Annual License Application Processing for Storefront Retailer Commercial Cannabis Activity or Microbusiness with on-site sales:

10. Within 45 days of sending a Notice of Complete Application, DCR conducts a community meeting to solicit public input on the application. Notice of the community meeting shall be provided at least 20 days prior to the meeting.
11. Within 90 days of the date DCR sends a Notice of Complete Application, DCR shall either deny the issuance of the Annual License with no hearing, or make a recommendation to the Commission to issue the Annual License. The date of the recommendation shall be the date when DCR transmits its report to the Commission for consideration.



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Processing Timelines

Annual License Application Processing for Storefront Retailer Commercial Cannabis Activity or Microbusiness with on-site sales:

12. If DCR recommends approval of the Application, the Commission shall make the determination whether to issue the Annual License after it conducts a public hearing. Notice of the hearing shall be provided no less than 20 days prior to the date of the hearing.

ANNUAL LICENSE PROCESSING TIMELINE

1

Applicant possesses Temporary Approval, or submits Pre-Application Record that is eligible for further processing.

2

Applicant submits Annual Application information, forms, and documents to the DCR Licensing Portal, including environmental documents.

3

DCR determines if the Annual Application record is complete.

4

If complete, DCR issues an invoice for (1) Annual Application Fee(s) and (2) environmental assessment fees.

5

Applicant pays invoice by the date on the invoice, usually 30 days. Once all documents and payment are submitted, the Annual Application is **filed**.

6

Within 30 days the filing an Annual Application for Storefront Retailer Commercial Cannabis Activity/Microbusiness with on-site sales pursuant to Subsection (a), DCR sends **Notice of Complete Application** by electronic mail to: (1) the Applicant; (2) the closest Neighborhood Council; (3) the business improvement district; & (4) City Council Office.

ANNUAL LICENSE PROCESSING TIMELINE

Continued

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Within 10 days of receipt of the Notice of Complete Application, the Applicant or a designated representative will contact the Neighborhood Council where the business is located & offer to appear before the Neighborhood Council to address questions about the Application. Written evidence of the Applicant's offer to appear shall be provided to DCR.

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DCR issues invoice for Community Meeting Fee.

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Applicant pays the Community Meeting Fee within 30 days from the date of the invoice.

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Within 45 days of sending a Notice of Complete Application, DCR conducts a community meeting to solicit public input on the application. DCR shall provide notice of the community meeting at least 20 days prior to the date of the community meeting.

11

Within 90 days of the date DCR sends a Notice of Complete Application, DCR will either deny the issuance of the Annual License with no hearing, or make a recommendation to the Commission to issue the Annual License. The date of the recommendation shall be the date when DCR transmits its report to the Commission for consideration.

12

If DCR recommends approval of the Application, the Commission will determine whether to issue the Annual License after it conducts a public hearing. DCR shall provide notice of the hearing no less than 20 days prior to the date of the hearing.

RSVP link:

<https://form.jotform.com/231455907268160>

Zoom link:

<https://cannabis-lacity-org.zoom.us/j/86924310155?pwd=K21FZjNiYTd0NnZ5V1F3eINPN2pUZz09#success>

Livestream link:

<https://cannabis.lacity.gov/events>



FINAL DCR CRASH COURSE

June 13

Modification
Requests

 12-2pm



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THANK YOU FOR YOUR ATTENDANCE!

**Crash Course: Land Use Review
& Mandatory Processing Timelines**