



COMMUNITY DEVELOPMENT AGENCY  
PLANNING DIVISION

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February 13, 2018

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**SUBJECT:** Medicinal Cannabis Delivery-Only Retailer License Program Fees

Dear Supervisors:

**RECOMMENDATION:**

Adopt the proposed resolution establishing county fees for the processing of Medicinal Cannabis Delivery-Only Retailer applications and licenses.

**SUMMARY:**

On November 14, 2017, the Board of Supervisors adopted Ordinance 3678 which established the County's regulatory framework to license Medicinal Cannabis Delivery-Only Retailers (MCDORe) in the unincorporated areas. Pursuant to the ordinance, the County may issue up to four licenses for retailer sites that are closed to the public and meet such criteria as zoning, and proximity to schools, day care centers and playgrounds. The proposed fees have been developed with input from the Board's cannabis subcommittee, comprised of Supervisors Arnold and Connolly.

The fees are organized into two types: (1) fees for review of license applications; and (2) fees for maintenance of the annual license. As proposed, the applicant review fee has been set below full cost recovery to reduce the financial impact to applicants who may pass the applicant review but are not selected in the lottery to proceed to the site selection and review phase. Fees for site review, appeals and licensing are proposed for full cost recovery.

**FISCAL/STAFFING IMPACT:**

The Community Development Agency is the lead agency that administers the Medicinal Cannabis Program on behalf of the County Administrator. Program implementation will affect staffing for development review services provided by the Agency's Current Planning Division. Also, costs incurred by some County departments associated with the initial applicant review phase of the MCDORe licensing will not be offset by the fees. Staff will work with the County Administrator's Office to identify ways to backfill for the allocation of staffing currently assigned to develop and implement the Medicinal Cannabis program.

**REVIEWED BY:**

- |  |                              |
|--|------------------------------|
| <input type="checkbox"/> Department of Finance     | <input type="checkbox"/> N/A |
| <input checked="" type="checkbox"/> County Counsel | <input type="checkbox"/> N/A |
| <input type="checkbox"/> Human Resources           | <input type="checkbox"/> N/A |

SIGNATURE:



Inge Lundegaard  
Planner

Reviewed By:



Brian C. Crawford  
Director

Attachments: (1) Proposed Fee Resolution