

BUSINESS OPERATING PERMIT APPLICATION SUBMISSION REQUIREMENTS

	Cultivation	Manufacturing	Testing Lab	Distribution	Delivery	Dispensary	Notes
PROPERTY ENTITLEMENTS							
CUP Application	✓	*		**	✓	✓	* Not required for Type N and P under \$100K; **Not required for Transport-Only
Zoning Review		*	✓	**			* For Type N and P under \$100K; **For Transport-Only
APPLICANT INFORMATION							
Application Form	✓	✓	✓	✓	✓	✓	
DOJ LiveScan for All Interested Parties and Management	✓	✓	✓	✓	✓	✓	
DOJ LiveScan for All Drivers				✓	✓	*	* if dispensary has delivery permit
PROPOSED BUSINESS OPERATIONS							
Business Structure	✓	✓	✓	✓	✓	✓	
Business Plan	✓	✓	✓	✓	✓	✓	
Floor Plan	✓	✓	✓	✓	✓	✓	
Site Plan	✓	✓	✓	✓	✓	✓	
Statement of Owner's Consent	✓	✓	✓	✓	✓	✓	
Final Security Plan (for Location)	✓	✓	✓	✓	✓	✓	
Lighting Plan	✓	✓	✓	✓	✓	✓	
Odor Control Plan	✓	✓	✓	✓	✓	✓	
Energy Efficiency Plan	✓	✓	✓	✓	✓	✓	
Water Efficiency Plan	✓	✓	✓				
Extraction Plan		*					*For Type 1 only
Community Relations Plan	✓	✓	✓	✓	✓	✓	
Copy of Signed Neighborhood Responsibility Plan signed by Property Owner	✓	*		**	✓	✓	* Not required for Type N and P under \$100K; **Not required for Transport-Only
Insurance Certificate	*	*	*	*	*	✓	* Insurance quote may substitute for Certificate if not operating; Certificate required prior to issuance of BOP
State Licenses	✓	✓	✓	✓	✓	✓	
Seller's Permit	✓	✓	✓	✓	✓	✓	
Price List	✓	✓	✓	✓	✓	✓	
Budget	✓	✓	✓	✓	✓	✓	
Building Permit	✓	✓	✓	✓	✓	✓	
Certificate of Occupancy	✓	✓	✓	✓	✓	✓	
Fire Department Final Sign-off	✓	✓	✓	✓	✓	✓	
FINANCIAL DOCUMENTS							
Business Operating Tax Certificate	✓	✓	✓	✓	✓	✓	
Most Recent Tax Return	✓	✓	✓	✓	✓	✓	
Most Recent Profit and Loss Statement	✓	✓	✓	✓	✓	✓	
TRANSPORT VEHICLE INFORMATION							
Vehicle Security Plan				✓	✓	*	*If dispensary has delivery permit
Motor Carrier Permit				✓			
Vehicle registration/Proof of ownership or lease for all vehicles and trailers				✓	*	*	* Drivers must submit to dispensary owner; Dispensary signs document attesting that they have reviewed
Vehicle Information: year, make model, license plate number and VIN for all vehicles and trailers				✓	*	*	* Drivers must submit to dispensary owner; Dispensary signs document attesting that they have reviewed
Proof of Insurance				✓	*	*	* Drivers must submit to dispensary owner; Dispensary signs document attesting that they have reviewed
FEES							
Program Permit Fee	✓					✓	
Zoning Review Fee		*	*	*		✓	* For Type N and P under \$100K; **For Transport-Only

The City of Sacramento is not accepting new applications for Store-Front Dispensaries at this time