



# City of Grover Beach Planning Division COMMERCIAL CANNABIS PERMIT SUBMITTAL CHECKLIST

**154 South Eighth Street - Grover Beach, CA 93433 - Phone (805) 473-4520 - [www.groverbeach.org](http://www.groverbeach.org)**

The information on this checklist **must** be submitted with your Commercial Cannabis Permit application to be accepted for review. These are the minimum requirements and additional information and plans may be required to evaluate your application following initial review by staff. A copy of this list will be used to check your application for completeness after it is submitted. **Applications not containing the necessary information as shown on this checklist will not be accepted for review. Check each box under “applicant” to indicate that the information has been provided and sign the Checklist. If you believe an item is not applicable to your application, please indicate.** If you have any questions regarding this form or uncertain if a specific requirement applies to your project, please contact the planning staff at (805) 473-4520.

Please submit the information indicated below (note if applying for a Use Permit concurrently with the Commercial Cannabis Permit then only the first item may be needed):

- | Applicant                | City                     |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Commercial Cannabis Permit Application form for each license required by the State.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Commercial Cannabis Employee/Owner Background Application form for all applicants as defined in Municipal Code Article 3 Chapter 18 Sections 4000.20(B).   |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide a description of the Commercial Cannabis Business organizational status and provide proof of status, such as articles of incorporation, by-laws, partnership agreements, and other documentation as may be necessary. This shall include a list of all owners/entities that have an interest of 5% or greater in the business. |
| <input type="checkbox"/> | <input type="checkbox"/> | Payment of application fee deposit as established by the Master Fee Schedule. If applying for a Use Permit concurrently with the Commercial Cannabis Permit, the fee is part of the Use Permit deposit.  |

A Live Scan and background check will be performed by the Grover Beach Police Department once your application has been submitted. The Police Department will contact you to schedule a meeting for you to complete the application.

I, the undersigned Applicant/Representative, have verified that all the submittal items required on this Checklist are included in the application materials and/or plans.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name**