



City of McFarland
Commercial Cannabis Permit
Application
CCP # _____

Address: _____ APN _____

401 W Kern Ave
McFarland CA 93250
661-792-3091
www.mcfarlandcity.org

APPLICATION ORGANIZATION AND SUBMITTAL REQUIREMENTS:

The City Manager or designee is responsible for reviewing and processing Commercial Cannabis Permit Applications. Applications are to conform to the format below by providing all the required information identified in Chapter 19.04 Commercial Cannabis Activity. The submitted application to be organized and shall be presented in a three-ring binder (3 ½” D ring). The application shall have an index and each identified section shall be labeled as noted in the Sections below **and** in the sequence below with supporting documentation. **Incomplete applications will not be processed.** For example, Section 1 and 1a shall be labeled 1-1a: Type of Commercial Cannabis requested and Fees to be Paid. Where the Section requires additional information/description of activity and/or attachments, the documentation and attachments shall be placed in the appropriate section. The applicant shall prepare 3 binders (3 ½” D Ring) along with 1 Flash Drive containing the information placed in the binders. Where the information is not applicable to your specific application, include the Section and place an explanation as to why the information is not applicable. Upon submittal of the applications, Staff has 90 days in which to review the application and provide a recommendation to the City Manager.

COMMERCIAL CANNABIS APPLICATIONS ARE TO BE SUBMITTED TO:
City of McFarland- 401 W Kern Ave, McFarland CA 93250, Attn: Community Development Department, Telephone Number: 661-792-3091

ZONING CLEARANCE REQUIRED PRIOR TO ISSUANCE OF A COMMERCIAL CANNABIS PERMIT

Prior to the issuance of a Commercial Cannabis Permit, zoning clearances are required. Site Development Permit, Chapter 17.134.070, applications are processed by the Planning Division. As an option, Development Agreements may be requested by the applicant. The Planning Division is responsible for the processing of the Site Development Permit and/or Development Agreement.

Planning Division Contact Information: 401 W Kern Ave, McFarland, CA 93203, Telephone Number: 661-792-3091; Community Development Department



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Note: Pursuant to McFarland Municipal Code Chapter 19.04, Commercial Cannabis Activity, permits may be conditionally approved while the applicant is in the process of implementing development criteria or obtaining necessary permits for the operation of a commercial cannabis activity.

SECTION 1: Commercial Cannabis Activity – Type of Locational Limitations and Criteria

<input type="checkbox"/> Type 1A = Cultivation; Specialty Indoor; Small.	<input type="checkbox"/> Type 2A = Cultivation; Indoor; Small.	<input type="checkbox"/> Type 3A = Cultivation; Indoor; Medium.	<input type="checkbox"/> Upon authorization by the State of California, Type 5A = Cultivation; Indoor; Large.
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Detail Description of compliance with Section 19.04.240 - Operating Requirements for **Cultivation Businesses**.

<input type="checkbox"/> Type 6 = Manufacturer 1	<input type="checkbox"/> Type 7 = Manufacturer 2	<input type="checkbox"/> Type N = Manufacturer (i.e. no extractions, pursuant to 17 CCR § 40118, as may be amended).	<input type="checkbox"/> Type P = Manufacturer (i.e. packaging and labeling only, pursuant to 17 CCR § 40118, as may be amended).
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Detail Description of compliance with Section 19.04.250 Cannabis **Manufacturing Business Operating Requirements**.

Type 10 = Retailer (subject to Section 19.04.040, i.e. delivery only).

Detail Description of compliance Section 19.04.270 - Cannabis **Retail/Delivery Businesses Operating Requirements**

Type 11 = Distributor.

Detail Description of proposed business plan for the procurement, sale and transport of cannabis and cannabis products between licensees.

Type 12 = Microbusiness (subject to Sections 19.04.040(a) and 19.04.040 (c)). Microbusiness requiring a Type-12 State License – NOTE: To hold a Microbusiness license, a CCP must engage in at least three of the following cannabis business activity: _____ Type 10-Retailer-Non-Store Front; _____ Type 1A/2A Cultivation (less than 10,000 sq. ft.); Type 11/13 Distributor; _____ Type 9 Transport Only; _____ Manufacturer (Level 1, Type 6)

Type 13 = Distributor (i.e. transport only, pursuant to 16 CCR §5315, as may be amended).

Detail Description of proposed business plan for the procurement, sale and transport of cannabis and cannabis products between licensees.

Commercial Cannabis types that may be established by the State of California and is determined by the City Manager to be in substantial compliance with this Chapter.

Provide documentation as to the type of Commercial Cannabis business activity proposed and compliance with Chapter 19.04, Commercial Cannabis Activity

CITY ONLY (Notes):



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SECTION 1A: FEES: Commercial Cannabis Application and Criminal History Check - Deposit - Applicant to compete and to be verified by City Staff

Each Commercial Cannabis Permit Applied for requires a deposit of \$7,500. For instance, if you are applying for (2) types of Cannabis activities as checked above, the initial deposit of \$15,000 is required. A Microbusiness application requires a minimum of (3) three types of cannabis activities, the deposit will be \$22,500. Upon approval or conditional approval of a commercial cannabis permit, an annual review is required.

The application for an annual renewal of each Commercial Cannabis Permit is required by Section 19.04.060(d) due 60 days prior to the anniversary date. The Annual Review fee for each commercial cannabis permit is \$11,500.

Criminal History Check per Section 19.04.230(k) is \$500 per owner/employee.

Commercial Cannabis Permit - # applied for: _____
_____ X \$7,500 = \$ _____

Criminal History Check - # of owner/employee(s) _____
_____ X \$500.00 = \$ _____
See Section # for Owner Criminal History Application

Note: Section 19.04.160 Fees and Charges, the applicant shall pay, per quarter, \$25,000.00 per commercial cannabis permit, regardless of operational status.

Payment **due within 10 days** of approval or conditional approval of **each** Commercial Cannabis Permit: # Of CCP's \$25,000.00 = \$ _____

Each quarter thereafter, approval or conditional approval of **each** Commercial Cannabis Permit: # Of CCP's \$25,000.00 = \$ _____

City Use:
Receipt # _____

Total Collected: _____ Staff: _____
\$ _____

ACKNOWLEDGEMENT BY APPLICANT: I acknowledge that the deposit filing fee for this application may exceed the initial deposit and the City may require additional deposit of monies prior to action being taken by the City on this application. I also acknowledge and agree with, that the City will stop all efforts and processing of this application until such funds are deposited as determined by the City. Should additional funds not be deposited within 30 calendar days, the application shall become null and void. A new application and filing fees shall be required should the application become void due to lack of funds being deposited.

Applicant Print: _____

Applicant Sign: _____

Date: _____



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SECTION 1B: List the requested Commercial Cannabis Activity and Briefly Describe Square Footage Requested, etc.

Commercial cannabis activity application to be summarized in this section. The Commercial Cannabis Activity Permit Application is to be completed with sufficient information so that the Commercial Cannabis Activity description may be incorporated into the Commercial Cannabis Permit to be issued by the City. The more detailed information relating to the physical operation and types of activity proposed will provide the City a thorough understanding of your application. **IMPORTANT:** Each Commercial Cannabis Activity require a separate Commercial Cannabis Activity Permit - describe each activity completely. **Please provide the information for each: Commercial Cannabis Activity, Square Footage Requested upon which applicant seeks to operate a commercial cannabis business (attach additional pages as necessary):**

Commercial Cannabis Activity Type	Description, Square footage of the area dedicated, and Supporting Information

SECTION 2: Business Organizational Structure

- Sole Proprietorship Limited Liability Company General Partnership
 Corporation Limited Partnership Limited Liability Partnership

Please provide appropriate documentation and attach in Section 2 of the application

SECTION 2A: Applicants Information

Print Name:	Signature:	Date of Birth:
Social Security Number:	Current Address:	Telephone Number:
Email:	City, State, Zip Code:	Fax Number:

Name of ALL Owners of and Responsible Persons for the Commercial Cannabis that are subject of the application: **(Attach additional page if needed.)**

1. _____
2. _____
3. _____

Attach Copy of Driver's License:



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SECTION 2B: Applicants – Legal Representative Information, If applicable.

Print Name:	City, State, Zip Code:	Telephone Number:
Email:	Fax Number:	

SECTION 2C: Address of the Commercial Cannabis Business and/or proposed location:

Address(s):	Assessor Parcel Number(s):
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SECTION 2D: Address of the Commercial Cannabis Business to which correspondence from the City is to be sent, if other than the permitted premises.:

Address:	City:	State:	Zip Code:
Telephone Number:	Email Address:		

SECTION 2E: The names and addresses of all businesses operated by, and the employment of, the applicant and its owners for the five (5) years immediately preceding the date of the application. (Attach additional sheets if needed)

Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:
Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:
Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:
Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:



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SECTION 2F: Attach as Section 8 to this application: Any litigation in which the applicant(s) has been involved within the five (5) years immediately preceding the date of the application and a statement of whether any business currently operated by the applicant(s) or operated by the applicant(s) within the five (5) years immediately preceding the date of the application has been investigated or the permit or license authorizing the operation of such business has been revoked or suspended within the five (5) years immediately preceding the date of the application.

Attach to Section 2F, the required information.

SECTION 2G: The address of any commercial cannabis business currently being operated by the applicant or any of its owners, or which has been previously operated by any of them. (Attach additional pages if needed)

Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:
Name of Business:	Address of Business:
Operated by and Employment of the Applicant and its Owners:	Dates of – Must List 5 Years:

SECTION 3: Signed and notarized statement from the owner of the property has knowledge and consented to the operation of a commercial cannabis business. (Section 19.04.100)

Attach in Section 3 title report showing ownership and notarized statement from each property owner on title record.

SECTION 3A: Compliance with McFarland Municipal Code

It is the responsibility of the commercial cannabis permit holder, owners and operators of the commercial cannabis business, to ensure that it is, at all times, operating in a manner compliant with all applicable local laws and any regulations promulgated thereunder. (MMC 19.04.) Commercial cannabis businesses shall be required to comply with all zoning, land use, and development regulations applicable to the underlying zoning district in which they are permitted to establish and operate as set forth in Title 17 of the McFarland Municipal Code.

Applicant, being the undersigned, has reviewed, understands, and hereby agrees to comply with Title 17 (“Zoning”) of the McFarland Municipal Code, including but not limited to Chapters 19.04, 17.80, 17.84, 17.88 and 17.92 at all times while operating a commercial cannabis business on the above-referenced property. Applicant further agrees to always comply with all other applicable provisions of the McFarland Municipal Code while operating a commercial cannabis business consistent with Title 19 including all amendments thereto.

Printed Name:	Date:
Signature:	



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SECTION 3B: Applicant Certification

Applicant, being the undersigned, hereby certifies under penalty of perjury, under the laws of the State of California, that applicant has personal knowledge of the information contained in this application, and that the information contained herein is true and correct.

Printed Name:	Date:
Signature:	

SECTION 4: A Criminal History Record Check and Annual Renewal is required by Section 19.04.230 (k) General Operation Requirement for Commercial Cannabis Business.

Each Owner shall complete the Criminal History Record Check application and payment of fee for completion of a criminal history record check. Criminal History Record Check and Annual Renewal is required by Section 19.04.230 (k) General Operation Requirement for Commercial Cannabis Business. The City has a Professional Services Agreement with an outside consultant to perform the Criminal History Record Check. The Application will be distributed to the consultant for processing upon receipt of and payment of fees for each owner. **Application to be attached in Section 4.**

SECTION 5: Section 19.04.110 - Location of Commercial Cannabis Business - Proximity to Sensitive Uses. Commercial cannabis activity shall be authorized within the following zoning districts of the City: M-1, M-2, and M-3 zoning districts. Commercial cannabis activity is prohibited in all other zoning districts of the City.

Attach a 11 X 17 Radius Map that illustrates the exterior of all commercial cannabis buildings and identify all land uses within 200 feet and 600 feet – the owner/applicant to certify that **NO** sensitive uses are existing within the radius area. No Commercial Cannabis Activity to be permitted within 600 feet of a Sensitive Land Use as defined by Section 19.04.110.

Proximity to Residential: A commercial cannabis business **generally may not operate** adjacent to, across a street or alley from, or within two hundred feet (200') of, any residential zoning district. A commercial cannabis business may be permitted to operate in such location if a Conditional Use Permit is approved by City Council, the operation of a commercial cannabis business in such location would not tend to cause a public nuisance, nor a situation which may result in repeated police department responses or a negative impact on the adjacent residential units or dwellings. If the proposed Commercial Cannabis Business is within 200 feet of residential lands, the Applicant shall describe how and what factors, in their opinion, that the Commercial Cannabis business **will not cause** a public nuisance, nor a situation which may result in repeated police department responses or a negative impact on the adjacent residential units or dwellings.

Attach to Section 5 the radius map and justification for location within 200 feet of a residential zone

SECTION 6: The existing and/or anticipated supply sources and product supply chain for all cannabis and cannabis products entering and leaving the commercial cannabis business, including the site(s) where cultivation occurs, where the cannabis or cannabis products are processed or manufactured, where any required testing of cannabis or cannabis products occurs, and distribution information. Packaging and labelling information and criteria, demonstrating compliance with Section 19.04.230(w), shall also be included.

Attach to Section 6, the required information.



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SECTION 7: Odor control devices and techniques demonstrating compliance with Section 19.04.230(i), sufficient to prevent odors from cannabis from being detectable off of the premises.

Attach to Section 7, the required information.

SECTION 8: Procedures for safety and adequately identifying, storing, managing, and disposing of all litter, waste, hazardous materials, contaminants, or adulterated, deteriorated or excess cannabis or cannabis products or byproducts of the commercial cannabis business, and demonstrating compliance with Section 19.04.230(t).

Attach to Section 8, the required information.

SECTION 9 Information reflecting adequate capitalization of the commercial cannabis business.

Attach to Section 9, the required information.

SECTION 10 Procedures for inventory control to prevent diversion of cannabis and cannabis product, employee screening, storage of cannabis and cannabis product, personnel policies, and record-keeping procedures (Section 19.04.230).

Attach to Section 10, the required information.

SECTION 11 A detail of the operating procedures to be utilized at the facility, including a description of how chemicals and fertilizers will be stored, handled, used and disposed of, manufacturing methods, the transportation process, inventory procedures, and quality control procedures (Section 19.04.230).

Attach to Section 11, the required information.

SECTION 12 A site plan and floor plan of the premises of the commercial cannabis business denoting the property lines and the layout of all structures and areas of the commercial cannabis business including storage, cultivation, manufacturing, testing, distributing, reception or waiting areas, and all ancillary support spaces, and the relationship of the facility to adjacent properties and land uses, indicating compliance with the California Building Standards Code and Title 17 of the McFarland Municipal Code.

Attach to Section 12, the required information.

SECTION 13 A plan for the proposed signage at the site, including size, height, colors and design of all signage, demonstrating compliance with Section 19.04.230(g). A City sign permit issued pursuant to applicable provisions of the McFarland Municipal Code; Chapter 17 Zoning shall be required.

Attach to Section 13, the required information.

SECTION 14 A security plan satisfactorily addressing all required security measures identified in Section 19.04.080 and lighting as required by Section 19.04.230(x).

Attach to Section 14 the required information. Please refer to Section 19.04.080 and 19.04.230(x).

SECTION 15 A Standard operating procedure detailing how operations will comply with state and local regulations, how safety and quality of products will be ensured, record-keeping procedures for financing, testing, and adverse event recording, and product recall procedures.

Attach to Section 15, the required information.

SECTION 16 Proposed days and hours of operation-Must be in compliance with Section 19.04.230 (a).

Attach to Section 16, the required information.

SECTION 17 Recycling and waste disposal procedures reflecting, to the extent practicable, efficiency and conservation of materials and resources used in the commercial cannabis business.

Attach to Section 17, the required information. Please Contact Kern County Environmental Health Department for appropriate recycling and waste disposal procedures. Contact Information: Kern County Public Health Services, 2700 M Street, Suite 300, Bakersfield, CA 93301-2370, Phone Number: 661-862-8740, www.kernpublichealth.com.

SECTION 18 Youth access restriction procedures demonstrating compliance with Section 19.04.230(h).

Attach to Section 18, the required information.

SECTION 19 A transportation plan providing procedures for safely and securely transporting all cannabis, cannabis products and currency to and from the premises (Section 19.04.230).

Attach to Section 19, the required information.



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SECTION 20 A detailed description of energy and water usage plan enumerating best practices and leading industry practices in efficient utilization of both resources (Section 19.04.240).

Attach to Section 20, the required information Please attach the required information and label as Section 20.

SECTION 21 Evidence of compliance with all applicable insurance-related requirements of this Chapter and State law, including but not limited to Section 19.04.180. Endorsements reflecting the City's status as an additional insured on all required policies shall also be included.

Attach to Section 21, the required insurance certificates.

SECTION 22 A copy of the valid and current City business license held by the applicant.

Attach to Section 22, the required information.

SECTION 23 A copy of the valid and current seller's permit issued by the California Department of Tax and Fee Administration (formerly the Board of Equalization) to the applicant, or confirmation from said agency that a seller's permit is not required. If a seller's permit is required but the applicant has not yet received it, an attestation that the applicant is currently applying for a seller's permit shall suffice, provided that a copy of the permit shall be provided to the City immediately upon being obtained by the applicant, and the applicant shall not commence activities for which a seller's permit is required until it is obtained.

Attach to Section 23, the required information.

SECTION 24 Identification of any and all other licenses and permits currently or formerly held by the applicant, and any other applications pending review for the applicant, relating to commercial cannabis activities, from any licensing or permitting authority, and specific identification of any licenses or permits denied to, suspended for, or revoked from the applicant.

Attach to Section 24, the required information.

SECTION 25 Signed acknowledgment of the requirements of this Chapter, including biannual inspections as established within Section 19.04.150.

Attach to Section 25, the required information.

APPLICANT'S CERTIFICATION: Applicant, being the undersigned, hereby certifies under penalty of perjury, under the laws of the State of California, that applicant acknowledges and understands the requirements of Chapter 19.04, Commercial Cannabis Activity and understands and agrees to the biannual inspections as established within Section 19.04.150.

Printed Name: _____ Date: _____

Signature: _____

SECTION 26 Signed authorization for the City of McFarland to seek verification of the information contained in the application.

APPLICANT'S AUTHORIZATION TO SEEK VERIFICATION OF THE INFORMATION CONTAINED IN THE APPLICATION(S) FOR COMMERCIAL CANNABIS PERMIT(S):

I hereby authorize the Authorized Officials to obtain and review my consumer credit report and/or any other credit-related information for the purposes of verifying information reflecting adequate capitalization of the commercial cannabis business. I understand that these records and/or information may be considered by the City of McFarland in determining my eligibility to receive approval of the Commercial Cannabis Permit(s) requested.

Authorized Officials may investigate all records and seek additional information in reference to the application submittals for Commercial Cannabis Permits as they deem necessary. I agree to cooperate fully and to provide further



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information as may be deemed necessary by the Authorized Officials to complete the application process.

I hereby knowingly and voluntarily agree to hold harmless and release from liability the City of McFarland, its officers, employees, agents and representatives from any claims, action(s) or damages whatsoever arising from the use by or disclosure to the Authorized Officials of the above-referenced information for the purposes of investigation of and the completion of the Commercial Cannabis Permit(s) herein submitted for review, processing and approval.

I agree to submit any additional and further information as deemed necessary by the City Manager, or designee, in order to process this application. I hereby affirm and certify that I have reviewed the contents of Chapter 19.04, Commercial Cannabis Activity of the McFarland Municipal Code, and I acknowledge, understand, and agree to be bound by its terms and conditions.

By signing this form, I acknowledge and agree to comply with all the conditions and terms of this application, the McFarland Municipal Code and State of California rule, regulation or requirement governing recreational or medicinal cannabis. I also acknowledge and understand that providing false or misleading information and/or omitting any information on this application may be grounds for the denial of the applications for the Commercial Cannabis Permit(s). Applicant, being the undersigned, hereby certifies under penalty of perjury, under the laws of the State of California, that applicant acknowledges and understands the requirements of Chapter 19.04, Commercial Cannabis Activity and understands and agrees to the biannual inspections as established within Section 19.04.150.

Printed Name:	Date:
---------------	-------

Signature: _____

SECTION 27 Any other information deemed necessary by the City Manager.

Not required unless additional information is requested by the City Manager. If needed, attach as Section 27.

SECTION 28 Indemnification Agreement-Limitations of City’s Liability – Insurance Certificates as required by Section 19.04.180.

Attach as Section 28– Notarized indemnification agreement and copies of insurance with City named as co-insured.

SECTION 29 Development Agreement - Section 19.04.200

Development Agreements are optional. If the applicant wishes to enter into a development agreement, the application is to be submitted to the Planning Division for processing. A City prepared format Development Agreement may be used. The Development Agreement is to be processed in accordance with Resolution 2021-0043 and Article 2.5 of Chapter 4 of Division 1 of Title 7 of the California Government Code for Development Agreement(s).

The following forms are available to download on the Community Development page on the City’s website:

- A. Property Owner Consent Form (See Section 3)
- B. Criminal History Record Check Application (See Section 4)
- C. Indemnification Agreement (See Section 28)

The following forms, if applicable, can be obtained from the Community Development Department:

- A. Development Agreement Template
- B. Development Agreement Assumption Template

A complete copy of Ordinance No. 002-2023 and Ordinance No. 005-2023 establishing and amending Chapter 19.04 of Title 19 of the City of McFarland Municipal Code regulating Commercial Cannabis Activity can be found at this link [Code of Ordinances | McFarland, CA | Municode Library](#)