

**CANNABIS RETAIL STORE LICENSING CONSULTATION POLICY AND FEE BYLAW  
A BYLAW OF THE CITY OF VICTORIA**

The purpose of this Bylaw is to establish a process for the City to provide a recommendation to the Provincial Government for a cannabis retail store licence application referral, and to establish fees to recover the City's costs incurred in the course of work on a referral.

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Under its statutory powers, including section 33 of the *Cannabis Control and Licensing Act*, the Council of the Corporation of the City of Victoria, in an open meeting assembled, enacts the following provisions:

**Title**

- 1 This Bylaw may be cited as the "CANNABIS RETAIL STORE LICENSING CONSULTATION POLICY AND FEE BYLAW".

**Definitions**

- 2 In this Bylaw,

“Act”

means the *Cannabis Control and Licensing Act*,

“City”

means the Corporation of the City of Victoria;

"Council"

means the Council of the Corporation of the City of Victoria;

“general manager”

has the same meaning as under the Act;

“licence”

has the same meaning as under the Act;

**“licence application referral”**

means a referral to the City by the general manager of an application for the issue, amendment, or renewal of a licence under section 33 of the Act.

**Public Consultation Method**

- 3 (1) Subject to subsection (4), after receiving a licence application referral the City will
  - (a) notify the neighbourhood association for the area to which the licence application referral relates to; and
  - (b) provide a written notice of the licence application referral to the owners and occupants of the properties located within 100 metres from the property to which the licence application referral relates; and
  - (c) after considering any written responses received, provide to the general manager comments and recommendations on the licence application referral, including Council’s views on the impact of the proposed application on the community.
- (2) The notice referred to in subsection (1) shall be mailed out at least 14 days before Council considers the licence application referral.
- (3) The obligation to give notice under subsection (1) is satisfied if the City made a reasonable effort to mail or otherwise deliver the notice.
- (4) The City shall be under no obligation to provide notice or consider a licence application referral until after it has received
  - (a) confirmation from the general manager that the general manager has made a determination in accordance with section 26(2)(e) of the Act and the applicant has been found to be fit and proper; and
  - (b) the applicant has paid to the City the fees under section 4.

**Fees**

- 4 For the purpose of recovering the costs, the applicant whose licence application is referred to the City must pay to the City the following fees:
  - (a) a \$750 processing fee; and
  - (b) the City’s actual costs for providing notice under section 3(1).

**Effective Date**

- 5 This bylaw comes into force on adoption.

READ A FIRST TIME the                      day of                      , 2018.

READ A SECOND TIME the                      day of                      , 2018.

READ A THIRD TIME the                      day of                      , 2018.

ADOPTED on the                      day of                      , 2018.

CITY CLERK

MAYOR