Corporation of the City of
NEW WESTMINSTER

REPORT
Development Services

To:	Mayor Coté and Members of Council	**Date**:	3/11/2019
From:	Emilie K Adin, MCIP Director of Development Services	**File**:	01.0170.20
		Item #:	70/2019

Subject: **Cannabis: New Retail Store Application Evaluation**

RECOMMENDATION

THAT *Council direct staff to prepare a Zoning Amendment Bylaw to permit the retail sale of cannabis at the five locations as identified in the Recommended Applications Section of this report;*

THAT *Council authorize the return of 25% of the Business Licence and Rezoning fees for applications which have not been selected to move forward.*

EXECUTIVE SUMMARY

The Federal Cannabis Act established a legal framework for controlling the lawful production, distribution, sale and possession of non-medical cannabis across Canada on October 17, 2018. Council endorsed the cannabis regulatory framework in August and September of 2018 for the City of New Westminster. This framework includes the Cannabis Retail Rezoning Policy as well as amendments to various bylaws including the Zoning and Business Licence Bylaw.

The initial retail rezoning application intake period was open from October 24 to December 5, 2018. Rezoning and Business Licence Applications for 22 locations across the City were received and have been reviewed as per the evaluation process for initial intake of applications endorsed by Council on August 27, 2018.

This report summarizes the applications received and the results of the evaluation process and seeks Council direction on the applications for which the City should proceed for further consideration.

PURPOSE

The purpose of this report is to seek Council direction on which applications for cannabis retail location to move forward.

POLICY AND REGULATIONS

Federal and Provincial Cannabis Regulations

Background information on Federal and Provincial Cannabis Regulations has been attached in Appendix A.

Zoning Bylaw

The Zoning Bylaw 6680, 2001 was amended in September, 2018 and only permits the retail sale of cannabis on site specific basis. Only lots listed in section 190.48.1 of the Zoning Bylaw are permitted to conduct the retail sale of cannabis. In order for a property to be added to this list and be permitted to sell cannabis, an application for rezoning must be made to add the property to this list.

The Zoning Bylaw includes the following conditions relating to the retail sale of cannabis:

(a) consumption of cannabis is not permitted within the portion of the building used for the retail sale of cannabis;
(b) production growing or cultivation of cannabis is not permitted within the portion of the building used for the retail sale of cannabis;
(c) only cannabis, cannabis accessories and retail merchandise directly related to cannabis may be sold;
(d) is not be permitted within the same commercial unit as any other use, except for the retail sale of cannabis accessories; and
(e) is not permitted to sell edibles containing cannabis.

Business Licence Bylaw

Business Licence Bylaw No 5640, 1986 was amended in September, 2018 to permit business licences for cannabis retail locations. The bylaw includes a number of requirements including:

- hours of operation to be limited to 9am to 11pm;
- a licence from the Liquor and Cannabis Regulation Branch;
- operate in accordance with an approved security plan;
- a monitored security and fire alarm system;
- storing all cannabis and valuable in a secure location; and
- conditions related to employees including adequate training, and not less than two employees while the business is open.

City of New Westminster Cannabis Retail Rezoning Policy

This purpose of this policy is to provide transparency, clarity and flexibility in the City of New Westminster's consideration of rezoning applications to allow retail sale of cannabis. While full discretion regarding rezoning and land use decisions remains with Council, the guidelines outline the objectives of the City and community for the location, security, appearance, and neighbourliness of retail cannabis businesses in the City. A copy of this policy is attached as Appendix B.

BACKGROUND

Previous Council Direction

On January 29, 2018, staff provided a report to Council presenting the draft cannabis regulatory framework. Council provided feedback to staff at that meeting which was used to update the draft framework, prior to proceeding to public consultation.

On July 9, 2018, a report was presented to Council which 1) provided Council with a summary of the consultation conducted on the draft cannabis regulatory framework; 2) sought Council support for the cannabis regulatory framework as revised based on consultation; 3) sought Council direction to prepare the necessary amending bylaws to implement the cannabis regulatory framework; 4) sought Council support in principle for a draft Cannabis Retail Rezoning Policy which would provide guidelines for consideration of cannabis retail applications; and 5) sought Council support in principle for a process to consider an initial intake of applications for cannabis retail uses.

At that meeting, Council adopted the following resolutions:

THAT Council direct staff to prepare the necessary amending bylaws for Council consideration in order to implement the cannabis regulatory framework as outlined in the July 9, 2018 staff report with the following amendment:

- *THAT the 150 metre buffer be removed from within the commercial area bounded by Front Street, Royal Avenue, 10th Street and Church Street; and,*

THAT Council support in principle the draft Cannabis Retail Rezoning Policy document with the following amendment:

- *THAT Council direct staff to find an alternative to the lottery system as proposed in the draft Cannabis Retail Rezoning Policy document, and make a refined criteria for use in consideration of applications for retail cannabis locations; and,*

THAT Council direct staff to make final revisions to the draft Cannabis Retail Rezoning Policy document to reflect future application process information from the Liquor Control and Licensing Branch; and,

THAT Council direct staff to explore a process to accelerate and simplify the first cohort of applications for retail cannabis locations to reduce redundancy and delay, given the extensive public and stakeholder consultation that has been completed.

On August 27, 2018 a report was presented to Council which 1) revised the Cannabis Retail Rezoning Policy to explore a process to accelerate and simplify the initial intake of applications for retail cannabis locations; 2) outlined an emerging discrepancy between the Provincial and Municipal regulation regarding window coverings; and 3) brought forward the necessary amending bylaws to implement the framework.

On September 17, 2018 Council adopted the necessary amending bylaw to implement the cannabis framework.

A summary of the reports to Council and the links to those reports on the City website is attached in Appendix C.

Process for the Initial Intake of Cannabis Retail Rezoning Applications

As a large number of initial applications were anticipated, an approach for the initial intake of applications was proposed to Council in the staff report on July 9, 2018 and then revised based on Council direction. A summary of this process is attached as Appendix D. From this process, the *Cannabis Rezoning Application Evaluation Checklist* was developed for review of these applications, which is attached as Appendix E.

DISCUSSION

Summary of Applications

The City has received a total of 22 applications for retail cannabis locations during the initial application intake period divided across four geographic areas specified in the evaluation

process as summarized in the following table. A summary of all applications received is attached as Appendix F.

Location	Applications	# of Locations Available
Downtown	7	1
Uptown	4	1
Sapperton	3	1
Remaining Com. Areas	8	2
Total	**22**	**5**

Summary of Application Review

Consistent with the Council-endorsed Application Review Process (see above), the application review process proceeded as follows:

1. Application Period of approximately one month –

The application period ran from October 24 to December 5, 2018.

2. Advertising of process –

The process was advertised on the City website, in two additions of the New Westminster Record, and in two editions of the Georgia Straight.

3. Incomplete applications –

Three applications were incomplete and are not recommended to move forward at this time:

1) REZ00169 at 615 Twelfth Street;
2) REZ00177 at 331 Sixth Street; and
3) REZ00163 at #267-800 Carnarvon Street.

All three applications did not provide the required criminal record search. REZ00163 at #267-800 Carnarvon Street also has not been referred to the City by the Liquor and Cannabis Regulation Branch (LCRB). All applications were evaluated using the endorsed Checklist and two applications (REZ00163 at #267-800 Carnarvon Street and REZ00169 at 615 Twelfth Street) neither scored as high, or higher, than the recommended application(s) in their geographic application area, despite the outstanding requirements. The remaining application (REZ00177 at 331 Sixth Street) was tied with two other applications in the Uptown area and was not considered in the tie resolution process at this time. Each application could be reconsidered should other recommended applications withdraw from the process and the outstanding application requirements be provided.

4. Applications reviewed by New Westminster Police –

All private applications were referred to the New Westminster Police Department which did not identify concerns with any of the applications.

5. Applications were divided into the four geographic areas –

See table above.

6. Evaluate applications and assign priority based on the following –

    i. blend of public operators and private operators;

The public operator, BC Cannabis Stores, has applied for one location (Queensborough)

    ii. based on the overall score in the Cannabis Rezoning Application Evaluation Checklist

Two items from the checklist were not scored for any application: 1) need for a sign variance was evaluated only in cases of a tie, in order to streamline the review process; and 2) need for full transparent glazing on the primary street frontage was not evaluated, as it is inconsistent with current LCRB expectations (see Update on Transparent Windows Section below).

    iii. the highest scoring application in each geographic areas based on the Cannabis Rezoning Application Evaluation Checklist would be recommended. *(see below)*

Recommended Applications

Based on the review process, the following five applications are recommended to proceed. Consistent with the endorsed Application Review Process:

- The recommended applications include one location in the Downtown, Uptown and Sapperton areas and two locations the within the remaining commercial areas.
- The public operator, BC Cannabis Stores, is the recommended applicant for the Queensborough area, consistent with the Application Review Process goal of having a blend of public and private operators, although this application did not score higher than the other applicant in that area, Queensborough Cannabis Co. Ltd.

Civic Address	Geographic Area	Trade Name	Folder Number
SIXTH ST 71	Downtown	Maple Leaf Greenery	REZ00161
SIXTH ST 532	Uptown	Muse Cannabis	REZ00175
E COLUMBIA ST 451	Sapperton	The Herb Co. Cannabis Store	REZ00181
BOYD ST 805 Unit L110	Queensborough	BC Cannabis Stores	REZ00182
TWELFTH ST 710	Twelfth St	Westcanna	REZ00160

A summary of the evaluation of the applications, by geographic area, is attached as Appendix G.

Evaluation of Ties

The process for the initial intake of cannabis retail rezoning applications includes a step whereby staff would provide additional fine grained analysis in the event of a tie. Criteria for this further analysis, are:

1) Sign Variance – application would not need a sign variance.
2) Operation in other Jurisdictions – where the applicant has indicated they have operated in other jurisdictions, staff contacted those jurisdictions to ensure the applicant had a history of operating in compliance with municipal, provincial and federal regulations;
3) Business and Security Plan – staff undertook additional analysis of business and security plans to determine which applications indicated more robust consideration of how to manage potential issues. E.g. those business and security plans that together provided information such as how the product is displayed (i.e. smell jars, electronic catalog) how the product is stored, browsed and distributed to the customer (i.e. secured below counter, provided through pass-through), where the product is securely stored when the business is closed, and standard opening and closing procedures; and
4) Mitigation of Nuisance Behavior – staff undertook additional analysis of the proposed strategies for the mitigation of various potential nuisance activities including noise, consumption outside the premises, and odours.

There were two ties evaluated against these criteria: in Downtown Maple Leaf Greenery at 71 Sixth (recommended) tied with Twenty Club at 865 Carnarvon Street; and, in Uptown Muse Cannabis at 532 Sixth Street (recommended) tied with Egg Canna at #122-610 Sixth Street.

Staff comments:

- The tied applications in Downtown are located more than 150 metres from each other with one being closer to the western side of Downtown and the other located closer to the centre/ eastern side.

- The tied applications in Uptown both have previous experience in retail sale of regulated products, i.e. Eggs Canna have been operating several dispensary locations in Vancouver; and MUSE cannabis is associated with the JAK's Liquor Store chain.

The complete analysis of the ties is included in the summary of evaluation of applications attached as Appendix G.

Update on Transparent Windows

There are Federal and Provincial requirements which ensure that cannabis products within cannabis retail locations are not visible from the street. The intent of these requirements is consistent with the City's proposed cannabis regulatory framework to ensure youth are protected from the promotion of cannabis.

The LCRB has advised that presently their interpretation of these requirements is that transparent windows would not be permitted in cannabis retail locations. The LCRB expects that all windows would have to be opaque. Staff has advised the LCRB that this requirement would have negative impacts on business and public safety and on the aesthetics of pedestrian orient retail locations. Further there would be consideration related to non-compliance with City design guidelines and sign bylaw regulations.

At this point there has been no formal resolution. Staff would work with the LCRB licensing officers assigned to each application on compromise solutions which could involve reduction in the amount of height and size of opaque windows, changes in the location of opaque window coverings, and/or the use of semi-transparent window coverings. It is expected that in order for these applications to proceed there would have to be some compromise in the City's position of full transparency.

Consideration of Partial Applicant Fee Return

The City requires that cannabis retail sale applicants pay an application fee for a business licence ($5,400) and an application for a rezoning ($1,811.80). The refund practice typically applied for rezoning applications is that applicants are eligible to receive a refund of 25% of the fee prior to an application being presented to Council for a first time.

Unlike other rezoning and businesses licence processes, there is an explicit limit of five applications which are expected to be considered in this process. As such staff recommends that this refund practice be applied to both business licence and rezoning applications for cannabis retail locations as part of the initial intake of applications, for those applications which Council does not select to move forward in this process. This would amount to a return of $1,350 for a business licence fee and $452.95 for the rezoning fee for each applicant. Should Council approve this approach, applicants may wish to wait before they receive a refund until consideration of approval of successful applications is complete, in

order to remain eligible for consideration in the event that a recommended applicant withdraws or is otherwise unsuccessful.

NEXT STEPS

Following Council's direction regarding which applications to move forward, staff would work with the applicants on refining the applications as needed prior to proceeding to Council for consideration of First and Second Readings of a Zoning Amendment Bylaw. This work would include revisions to achieve further consistency with relevant design guidelines, and working with the applicant and the LCRB in address window transparency. Following that each application would be brought to the next scheduled Public Hearing.

1. Council consideration of First and Second Readings of Zoning Amendment Bylaw; (April 8, 2019);
2. Public Hearing for Zoning Amendment Bylaw, meeting LCRB consultation requirements (April 29, 2019);
3. Council consideration of Third Reading and adoption of Zoning Amendment Bylaw (April 29, 2019);
4. Council consideration of resolution for LCRB (April 29, 2019);
5. LCRB considers approval in principle (April, 2019);

Subsequent Approvals:

6. Application for City Building Permits, sign permits, etc. (as required);
7. Issuance of City Business Licence;
8. LCRB finalizes application.

INTERDEPARTMENTAL LIAISON

The Development Services Department has consulted staff from the Police Department and the City Solicitor regarding this report.

OPTIONS

There are three options for Council to consider:

1. That Council direct staff to prepare a Zoning Amendment Bylaw to permit the retail sale of cannabis at the five locations as identified in the Recommended Applications Section of this report;

2. That Council authorize the return of 25% of the Business Licence and Rezoning fees for applications which have not been selected to move forward;

3. That Council provide staff with alternative direction.

Staff recommends options 1 and 2.

ATTACHMENTS

Appendix A - Summary of Federal and Provincial Regulations
Appendix B - Cannabis Retail Rezoning Policy
Appendix C - Summary of Previous Council Reports
Appendix D - Summary of Process for Initial Intake of Cannabis Retail Rezoning Applications
Appendix E - Cannabis Retail Rezoning Application Evaluation Checklist
Appendix F - Summary of All Cannabis Retail Rezoning Applications
Appendix G - Summary of Evaluation of Cannabis Retail Rezoning Applications

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Approved for Presentation to Council

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Appendix A:

Summary of Federal and Provincial Regulations

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Federal Non-Medical Cannabis Regulations

The Government of Canada intends to brought the proposed Cannabis Act (Bill C-45) as well as supporting amendments to the Criminal Code of Canada (Bill C-46) into force on October 17, 2018.

Adults are permitted to purchase non-medical cannabis from a retailer that has been authorized by the Province to sell and distribute non-medical cannabis. In those Provinces or Territories that have yet to authorize retailers, adults are able to purchase non-medical cannabis directly from a federally licenced producer by ordering online with secure delivery at home by mail.

Adults are permitted to grow up to four cannabis plants for non-medical use per residence.

The enactment of the Cannabis Act does not permit cannabis edible products and cannabis concentrates for retail sale. However, the Federal Government has indicated that it intends to authorize the sale of these, subject to restrictions, within the year following the legalization of the Cannabis Act.

Existing Federal Access to Cannabis for Medical Purposes Regulations

The Access to Cannabis for Medical Purposes Regulation (ACMPR) program continues to allow individuals with a medical need, with the authorization of a health care practitioner, to access quality-controlled dried cannabis through producers licenced by Health Canada following the enactment of the Cannabis Act.

BC Provincial Regulatory Framework

Cannabis Control and Licensing Act

The Cannabis Control and Licensing Act (CCLA) was given Third Reading by the Legislative Assembly of British Columbia on May 17, 2018. The CCLA:

- Sets 19 as the provincial minimum age to purchase, sell, or consume cannabis;
- Allows adults to possess up to 30 grams of cannabis in a public place;
- Establishes a cannabis retail licensing regime for public and private retail locations similar to the current licensing regime for liquor. The Liquor and Cannabis Regulation Branch (LCRB – formally the Liquor Control and Licensing Branch) will be responsible for licensing non-medical cannabis private stores and monitoring the non-medical cannabis retail sector;

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- Prohibits cannabis smoking and vaping everywhere tobacco smoking and vaping are prohibited, including outdoor areas established by the City for the purposes of community recreation such as playgrounds, sports fields, skate parks, skating rinks, swimming pools, and other places where children commonly gather;
- Prohibits the use of cannabis on school properties and in vehicles;
- Authorizes adults to grow up to four cannabis plants per household, but the plants must not be visible from public spaces off the property, and home cultivation will be banned in homes used as child cares;
- Provides enforcement authority to deal with illegal sales;
- Creates a number of provincial cannabis offences which may result in fines or imprisonment; and
- Provides necessary exemptions for medical cannabis considerations.

Cannabis Distribution Act

The Cannabis Distribution Act (CDA) was given Third Reading by the Legislative Assembly of British Columbia on May 15, 2018. The CDA establishes:

- A public wholesale distribution monopoly; and
- Public (government-run) retail sales, both in stores and online.

The BC Liquor Distribution Branch (LDB) will be the sole wholesale distributor of non-medical cannabis for the province and will operate standalone, public retail stores, and provide online sales.

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Appendix B:

Cannabis Retail Rezoning Policy

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Cannabis Retail Rezoning Policy

September 2018

1.0 PURPOSE

1.1 This purpose of this policy is to provide transparency, clarity and flexibility in the City of New Westminster's consideration of rezoning applications to allow retail sale of cannabis. The guidelines provided in this document outline the expectations of the City and community for the location, security, appearance, and neighbourliness of retail cannabis businesses in the City.

2.0 SCOPE

2.1 This policy applies to all rezoning applications which would allow for retail cannabis uses within New Westminster.

3.0 APPLICATION MATERIALS

3.1 In addition to submission materials required for rezoning applications by other City policy, practice or bylaw, applications for retail cannabis uses shall provide the information outlined in Appendix A of this policy as part of any application to rezone land.

3.2 An application for a business license shall be submitted at the time of application for rezoning.

3.3 An application for a non-medical cannabis private retail store licence with the Liquor and Cannabis Regulations Branch (LCRB) shall be submitted prior to an application for rezoning.

3.4 Subsequent applications to the City, such as building permit, sign permit and / or development permits applications, with further submission materials may be required should the subject rezoning application be approved.

3.5 The applicant is solely responsible for meeting the necessary application requirements for other jurisdictions such as provincial licensing requirements.

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4.0 REZONING APPLICATION PROCESS

4.1 An application for rezoning would be required to be submitted and approved by Council before a cannabis retail use is permitted.

4.2 The review and approval process with the LCRB would run concurrently with the City's review process for Rezoning and Business Licence applications. Following deliberation on the Zoning Amendment Bylaw, Council would consider a resolution to the LCRB.

4.3 The consultation requirements in association with the rezoning application would be determined by Council and would be streamlined and combined with the LCRB consultation process where possible.

5.0 LAND USE AND LOCATION EVALUATION GUIDELINES

Commercial Retail Location Guidelines

Intent

5.1 The intent of the guidelines for commercial retail location is to ensure that cannabis retail stores are located in areas where other retail commercial uses are located or intended to be located in the future.

Guidelines

5.2 Cannabis retail uses should be located in areas zoned or designated in the Official Community Plan for commercial retail uses.

Separation from Other Retail Cannabis Locations

Intent

5.3 The intent of the guidelines for separation from other retail cannabis locations is to encourage access throughout the city and discourage clustering.

Guidelines

5.4 Retail cannabis locations should be separated by a distance of 200 metres from other cannabis retail locations.

5.5 Distance between cannabis retail locations should be measured as the crow flies from the front door of each location.

Separation from Places Youth Gather

Intent

5.6 The intent of the separation from places youth gather guidelines is to encourage operation consistent with other Federal and Provincial regulations to help protect youth from promotions or enticements to use cannabis.

Guidelines

5.7 Distance between cannabis retail locations should be 150 metres to the following:

- schools teaching academic subjects to students from kindergarten to grade twelve;
- community facilities in which a large majority of the programing is focused on youth (e.g. New Westminster Youth Centre); and
- public playgrounds.

5.8 Separation distances should be measured from the centre point of the main entrance of the proposed retail cannabis location, as the crow flies, to:

- the nearest property line of a parcel containing a school site which includes play or sports fields;
- the centre point of the main public entrance of a school building on a site which does not include play or sports fields;
- the centre point of the main entrance of community facilities in which a majority of the programing is focused on youth; and
- the edge, as determined by the City, of an area used for a public playground.

5.9 Despite the guidelines in this section regarding separation from places youth gather, within the area bounded by Front Street, Royal Avenue, 10th Street and Church Street, the separation distance guidelines shall not apply.

5.10 An explanatory map showing the separation guidelines from places youth gather at time of the preparation of this policy is attached in Appendix C.

6.0 BUSINESS AND NEIGHBOURHOOD SECURITY

Intent

6.1 The intent of the guidelines for business and neighbourhood security is to reduce the opportunity for crime and to ensure the safety and security of employees and the general public.

Guidelines

6.2 In addition to the security requirements required through the Business License Bylaw, the applicant shall provide a security plan prepared by trained security profession who is either:

(a) a Certified Protection Professional (CPP); or
(b) a Physical Security Professional (PSP); and

holds a valid business license or is the employee of a company with a valid business license in the City of New Westminster.

6.3 The security plan prepared by the security professional shall be provided as outlined in Appendix B of this policy.

6.4 The security plan prepared by the security professional may, prior to adoption of a zoning amendment bylaw, be required to be registered on the title of the property with a Land Title Act Section 219 Covenant to ensure adherence to the security the requirements of the plan.

7.0 BUSINESS AESTHETICS

Intent

7.1 The intent of the guidelines for business aesthetics is to ensure high quality store fronts in commercial environments, which are consistent with City policies and regulations such as Development Permit Guidelines, Sign Bylaw requirements and Great Street objectives.

7.2 Business aesthetics are closely linked to business and neighbourhood security and the further intent of these guidelines is to balance aesthetics and security through Crime Prevention through Environmental Design (CPTED) principles.

Guidelines

7.3 The applicant shall include with their application graphical representation of proposed interior and exterior design of the proposed retail store (e.g. architectural drawings, renderings). This submission shall include all information needed to illustrate how the proposal meet all related regulations, policies and guidelines including provincial and municipal. This submission shall also include a sign plan which details the proposed locations, sizes and construction of all signage.

7.4 The applicant shall include with their application a Crime Prevention Through Environmental Design (CPTED) analysis prepared by a qualified CPTED practitioner.

7.5 All glazing on the primary street frontage or front of the retail area should be fully transparent and not covered by signage or other opaque or translucent coverings unless authorized by the sign bylaw. Opportunities for additional glazing should be considered.

7.6 Retail areas should be visible from the primary street or from directly outside the front of the retail area.

7.7 Notwithstanding the requirements of a security plan, retractable security gates, such as scissor security gates (illustrated below), which are opened during operating hours and which allow visibility into the store when closed after operating hours, should be provided.





7.8 Adequate lighting within the retail space, both during and outside of operating hours, should be provided.

7.9 The proposed retail store shall be in compliance with relevant Development Permit Area Design Guidelines, Sign Bylaw requirements and any other design guidelines in respect to streetscape character.

8.0 NUISANCE ACTIVITY

Intent

8.1 The intent of the guidelines for nuisance activity is to limit the potential for, and impact of, nuisance activities to businesses and residents in the surrounding area which may result from operation of a cannabis retail use.

Guidelines

8.2 The applicant shall include with their application a detailed description of how nuisance behavior, such consumption outside the store, odors from ventilations, etc. is to be mitigated (e.g. location of venting, carbon filters, etc.).

8.3 The submission shall include information on venting with the proposed retail store and venting locations onto the street. The applicant will provide information on ventilation within the proposed retail store and how odors from the business would be addressed (e.g. location of venting, carbon filters, etc.).

8.4 The applicant may be required to, prior to adoption of a zoning amendment bylaw, enter into a Land Title Act Section 219 Covenant or good neighbour agreement addressing commitments to mitigate nuisance.

9.0 COUNCIL DISCRETION

9.1 While this policy is intended to establish a framework which would apply to all rezoning applications for retail cannabis uses, Council maintains full discretion in consideration of applications for rezoning to allow cannabis retail uses and may, at is sole discretion, exempt applications from this policy.

10.0 EFFECTIVE DATE

10.1 This policy shall come into force on the date of adoption of Zoning Amendment Bylaw No. 8043, 2018.

Appendix A: Application Submission Requirements for Cannabis Retail Use

Applications for a rezoning to allow a retail cannabis location shall provide all the following required information:

Applicant Information

1. Name of applicant(s); and,

a. Where the applicant is a corporation:
- Contact information (mailing address, email, phone number);
- Incorporation number;
- Date of incorporation;
- Business Number (nine-digit number issued by the Canada Revenue Agency);
- Register of current directors and officers by:
  - Full legal name;
  - Contact information;
  - Photo identification;
  - Position; and
  - Date of appointment;
- List of voting shareholders by:
  - Full legal name;
  - Contact information;
  - Photo identification; and
  - Number of voting shares
- Central Securities Register;
- If one of the shareholders is a private corporation, a public corporation, a society or a partnership, you must submit all the required information for that type of organization; and
- Where the applicant is a public corporation, all Shareholders with a 10% or greater interest in the company.

b. Where the applicant is sole proprietor:
- Full legal name;
- Contact information (mailing address, email, phone number);
- Photo identification;
- Date of birth; and
- Business Number (nine-digit number issued by the Canada Revenue Agency).

c. Where the applicant is a partnership:
- Name of the partnership
- Contact information (mailing address, email, phone number)
- Business Number (nine-digit number issued by the Canada Revenue Agency)
- Partnership Agreement
- List of partners identifying:

    - Type of partner;
    - Full legal name;
    - Photo identification;
    - Contact information;
  - If one of the partners is a private corporation, public corporation or society, you must submit all of the required information for that type of organization

d. Where the applicant is a society:
  - Contact information (mailing address, email, phone number);
  - Business Number (nine-digit number issued by the Canada Revenue Agency);
  - Register of all current directors, officers and senior management by:
    - Full legal name;
    - Contact information;
    - Photo identification;
    - Position; and
    - Date of appointment;
  - Society incorporation number;
  - Date of incorporation; and
  - Society's membership lists.

2. Vulnerable Sector Criminal Record Check for all individuals listed in the subsection relevant to the proposed business in Section 1.

3. A detailed description of the applicant's current business undertakings, including a description of the applicant's experience in retail sales in a commercial sector regulated by Canada or Provinces and Territories (i.e. age restricted sales and/or controlled substance sales);

4. A detailed description of any enforcement actions or proceedings brought by Canada, Provinces or Territories, a local government, or an agent or branch of either of them against the applicant in relation to the past or current business undertakings of all individuals listed in the subsection relevant to the proposed business in Section 1.

5. A listing and detailing of current and previous businesses licenses held or applied for by all individuals listed in the subsection relevant to the proposed business in Section 1 with the City of New Westminster;

6. Proof of application to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Licence;

Property Information

7. A current title search, including a copy of any 'legal notations' or 'legal encumbrances' documents registered on title which may affect the development of the site such as restrictive covenants, right of ways, easements, and other documentation;

8. if an applicant has been assigned to apply on behalf of the owner, a Letter of Authorization signed by the owner(s) is required;

9. Proof and declaration of ownership or of an interest in the subject property including that the applicants either:

   - own the property or have an agreement to buy it if a rezoning is approved;
   - have a lease on the property or have an agreement to lease it if a rezoning is approved; or
   - have a different property arrangement in place (for example, a sublease or a property owned or leased in the name of one of the applicant's business partners)

Business Operation Details

10. A detailed description of the applicants proposed business plan for undertaking the retail sale of Cannabis Products for non-medicinal use including a detailed description of the following:

    a. Proposed hours of operation;
    b. Staffing roles and responsibilities;
    c. Proposed plan for ensuring that the retail sale of Cannabis Products for non-medicinal use is in compliance with Federal, Provincial and City regulatory requirements, and any applicable City bylaws; and
    d. a detailed description of how nuisance behavior, such consumption outside the store, odors from ventilations, etc. is to be mitigated;

11. A security plan as outlined in Section 6 of the Cannabis Retail Rezoning Application Policy prepared by trained security professional who is either:

    a. a Certified Protection Professional (CPP); or
    b. Physical Security Professional (PSP);

12. A Crime Prevention Through Environmental Design (CPTED) analysis prepared by a qualified practitioner.

13. Evidence of the applicant’s ability to obtain bonding and insurance coverage.

Plans and Drawings

14. Architectural drawings, renderings or some other graphical representation of the proposed form, character and design of the proposed retail store. These materials will be required to demonstrate that the business would meet requirements regarding the visibility of cannabis products as well as compliance with City design guidelines and bylaws.

15. Site plan of proposed building, prepared by a qualified professional which includes the following information:

    a. The location of the building and where it is located on the property
    b. The location of all entrances to the store;
    c. The locations of other buildings and businesses nearby, the entrances to those buildings, and their names or a description of what they are (e.g. gas station, office building);
    d. Relevant street names nearby; and
    e. Road access to the property, including the locations of any driveways and parking spots;

16. Floor plans of proposed unit, prepared by a qualified professional which includes the following information:
    a. All doors leading into/out of the sales area;
    b. All entrances to the store (including back doors);
    c. The locations of all fixed shelving or display cases;
    d. The locations of all cash registers;
    e. Areas open to the public and those designated for staff only; and
    f. The locations of all storage areas;

17. Any other information which may be necessary for reviewing the application as determined by the Director of Development Services;

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Appendix B: Security Plan Requirements

The security plan shall:

1. be based on the results of a Security Threat Risk Assessment that includes:

    - identification of assets;
    - specification of loss events;
    - assessment of frequency of loss events;
    - assessment of impact of loss events;
    - identification of mitigation options;
    - consideration of feasibility of options; and
    - implementation of risk mitigation strategies.

2. provide written guidance on the operational security strategies (i.e. policies, procedures) and physical security strategies (i.e. cameras, access control, safes and storage systems) in place at the business, both during and after operating hours, and must include the following:

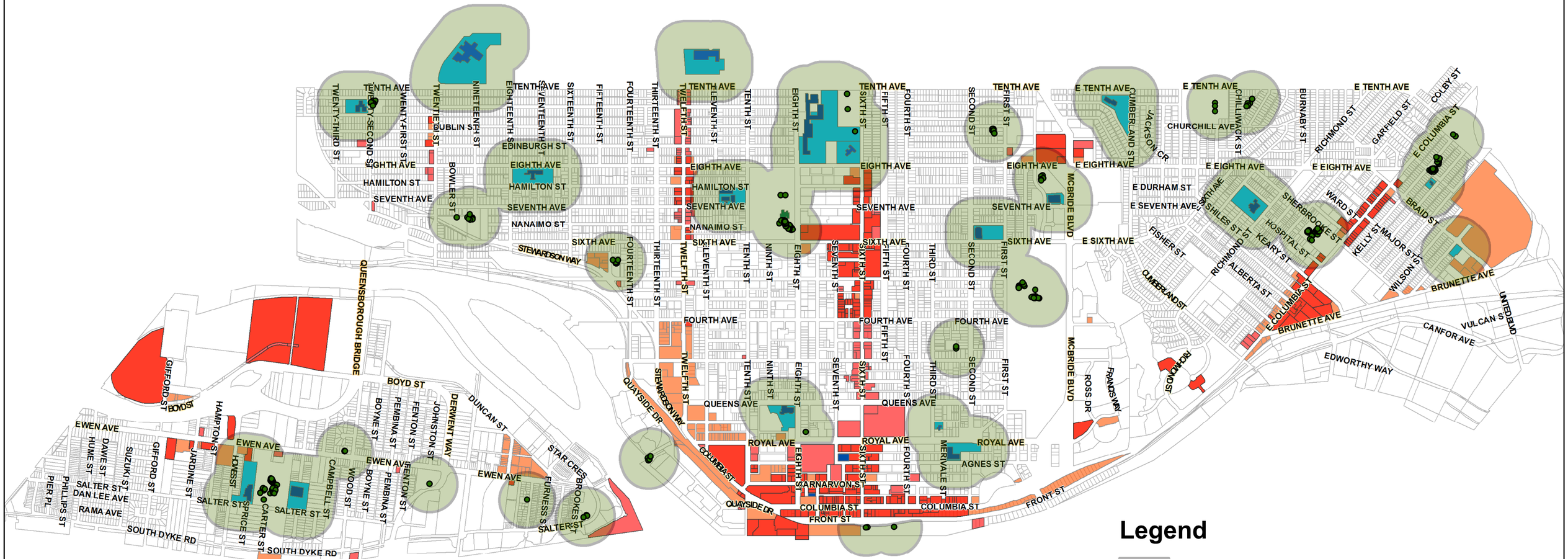
    - opening and closing procedures;
    - the location and viewing angles of cameras that monitor all entrances and exits of the business premises;
    - the location and viewing angles of cameras that monitor operational areas inside the business premises;
    - the operating procedures for the security (e.g. after hours and duress alarms) and fire alarm system;
    - the procedures for retrieving video images and the identification of video retention periods, with a minimum of 30 days;
    - the operational procedures for securing valuables and other assets;
    - descriptions of access control systems and associated procedures;
    - the operational procedures for responding to security related incidents (i.e. robbery, theft, vandalism);
    - security incident response procedures (i.e. theft, robbery, unruly patron, threats) with respect to people, property; and
    - Implementation of risk mitigation strategies.

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Appendix C: Cannabis Retail Use Separation Distance Guidelines Map

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Cannabis Retail Use Separation Distance Guidelines



Legend

- 150 Metre Separation Guidelines
- School Public
- School Private
- School Properties
- Youth Centre
- Playgrounds
- Commercial Zones
- Commercial OCP

1:20,000

0 0.25 0.5 1 1.5 2 Miles

While best efforts have been made, the City accepts no responsibility for the accuracy and completeness of information on this map.

Date: 08/07/2018

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Appendix C:

Summary of Previous Council Reports

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Summary of Recent Reports to Council Related to Cannabis

August 27, 2018	Council Report - Recreational Cannabis: Consideration of Bylaws for Implementation of Cannabis Regulatory Framework	Available through Hyperlink
July 9, 2018	Council Report - Summary of Consultation, Proposed Regulatory Framework, and Next Steps	Available through Hyperlink
June 18, 2018	Council Workshop / Town Hall Meeting: Cannabis Regulations	Available through Hyperlink
February 19, 2018	Interim Cannabis Amendment Bylaw Adopted	Available through Hyperlink
January 29, 2018	Cannabis Workshop: Implementation of Cannabis Legislation	Available through Hyperlink

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Appendix D:

Summary of Process for Initial Intake of Cannabis Retail Rezoning Applications

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Appendix D: Summary of Process for Initial Intake of Cannabis Retail Rezoning Applications

As a large number of initial applications were anticipated, an approach for the initial intake of applications was proposed to Council in the staff report on July 9, 2018, revised based on Council direction and resulted in the following Council endorsed Application Review Process:

1. Provide an application period of approximately one month for all interested retailers to submit their complete application. This period would start in the weeks after the adoption of the cannabis regulatory framework;
2. Advertise the application process using methods most likely to reach potential cannabis retailers;
3. Upon the close of the one-month application period, reject any applications which are incomplete;
4. Applications reviewed by New Westminster Police;
5. Applications would be divided into the four geographic areas (1 Downtown, 1 Uptown, 1 Sapperton and 2 within all other locations);
6. Evaluate applications within the geographic areas and assign priority based on the following:
    i. blend of public operators and private operators;
    ii. based on the overall score in the Cannabis Rezoning Application Evaluation Checklist;
    iii. the highest scoring application in each geographic areas based on the Cannabis Rezoning Application Evaluation Checklist would be recommended;
7. Present the process and results to Council and provide further fine grained analysis for any applications which are tied;
8. Process the five prioritized applications as a single batch where possible and efficient;
9. Should prioritized applications be withdrawn from the process, they may be replaced with subsequent applicants in order of priority established above.

Evaluation Checklist

Staff developed a *Cannabis Rezoning Application Evaluation Checklist* for the evaluation of the initial intake of applications which is attached in Appendix E for reference.

The criteria on this checklist are divided into three categories: 1) Location and Land Use; 2) Business Operations, Nuisance and Security; and 3) Aesthetics. A principal objective in creating the checklist was to limit subjectivity and increase transparency of the evaluation. As such, most points on the checklist are on a ‘yes’ / ‘no’ basis i.e. if a

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requirement is met a point is received, if a requirement is not met, a point is not received. The score for each requirement is the weighted using a pre-set and constant value based on the relative importance of the criteria.

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Appendix E:

Cannabis Retail Rezoning Application Evaluation Checklist

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Cannabis Rezoning Application Evaluation Checklist (Initial Intake)

CRITERIA	SCORE	WEIGHT	TOTAL	COMMENTS
Location & Land Use				
Located on a site which is zoned or designated for commercial retail uses.	/1	2	/2	
Located 150 metres from schools teaching academic subjects to students from kindergarten to grade 12, as per Cannabis Retail Rezoning Policy.	/1	4	/4	
Located 150 metres from community facilities in which a large majority of the programing is focused on youth (i.e. New Westminster Youth Centre), as per Cannabis Retail Rezoning Policy.	/1	4	/4	
Located 150 metres from public playgrounds, as per Cannabis Retail Rezoning Policy.	/1	4	/4	
Not located directly adjacent to or within 50 metres of uses which would serve vulnerable populations (e.g. daycares, recovery services, etc.)	/1	2	/2	
Score for Location and Land Use	-	-	**/16**	
Business Operations, Nuisance & Security				
Provides a comprehensive business plan which details the operation of the proposed business.	/1	2	/2	
Provides detailed description of the hours of operation of the business and staffing of the business with description of roles and the respective responsibilities;	/1	4	/4	
Provides a detailed description of and implementation plan for the operation's legal age and impaired patron identification policies.	/1	4	/4	
Provides a detailed description of and implementation plan for how nuisance behaviour (including consumption outside the location, odours from ventilation, noise, etc.) would be addressed.	/1	4	/4	
Provides a detailed description of and implementation plan for the safe and secure disposal, destruction and/or return of cannabis products.	/1	2	/2	
Provides a security plan prepared by a Certified Protection Professional (CPP) or a Physical Security Professional (PSP);	/1	2	/2	

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Cannabis Rezoning Application Evaluation Checklist (Initial Intake)

Applicant does not have a history of infractions related to business operation within the City of New Westminster.	/1	4	/4	
Provides documentation indicating that the proponent intends to commence operation as soon as rezoning is complete [immediately - score 2; within 4 months - score 1].	/2	1	/2	
Score for Business Operations, Nuisance & Security	-	-	**/24**	
Aesthetics				
Provides a summary by of how the building and/or storefront is consistent with the Development Permit Area Design Guidelines within the Official Community Plan for the subject site.	/1	4	/4	
The proposed building would be consistent with the Development Permit Area Design Guidelines within the Official Community Plan.	/2	2	/4	
Provides the following information on the proposed signage as outlined on the sign permit application form: the completed application form; sign graphics; and the site plan. (Note: submission of application for sign permit is not required at this point).	/1	2	/2	
Variances to the Sign Bylaw are not required.	/1	2	/2	
All glazing on the primary street frontage or front of the retail area is fully transparent and not covered by signage or other opaque or translucent coverings unless authorized by the sign bylaw.	/1	2	/2	
Retractable security gates, such as scissor security gates, which are opened during operating hours and which allow visibility into the store when closed after operating hours, are to be provided.	/1	2	/2	
Score for Aesthetics	-	-	**/16**	
Total Score			**/56**	

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Appendix F:

Summary of All Cannabis Retail Rezoning Applications

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Appendix F: Summary of All Applications

Civic Address	Geographic Area	Trade Name	Folder Number
SIXTH ST 71	Downtown	Maple Leaf Greenery	REZ00161
CARNARVON ST 800 267	Downtown	Fire & Flower Inc	REZ00163
FRONT ST 707 (Parent 710 Columbia St.)	Downtown	Royal City Canna	REZ00164
CARNARVON ST 865	Downtown	The Four Twenty Club	REZ00168
COLUMBIA ST 667 (Parent 665)	Downtown	Legacy Cannabis	REZ00176
CARNARVON ST 721	Downtown	Greenery BC	REZ00178
COLUMBIA ST 403 (Parent 401)	Downtown	Hobo	REZ00180
BOYD ST 805 Unit L110	Queensborough	BC Cannabis Stores	REZ00182
EWEN AVE 540	Queensborough	Queensborough Cannabis Co. Ltd	REZ00184
TWELFTH ST 710	Twelfth St	Westcanna	REZ00160
FIFTH AVE 1122 (Parent 443 Twelfth St.)	Twelfth St	Browside Cannabis Store	REZ00166
TWELFTH ST 615	Twelfth St	The Herbal Cloud	REZ00169
TWELFTH ST 803	Twelfth St	Exhale Cannabis	REZ00171
TWELFTH ST 818	Twelfth St	Village Bloomery	REZ00183
TWENTIETH ST 808 (Parent 800)	Twentieth St	Nuleaf	REZ00174
E COLUMBIA ST 470	Sapperton	Dat Cannabis	REZ00162
E COLUMBIA ST 416	Sapperton	North Root	REZ00173
E COLUMBIA ST 451	Sapperton	The Herb Co. Cannabis Store	REZ00181
SIXTH ST 320	Uptown	The Reel Reef Store	REZ00165
SIXTH ST 610 122	Uptown	Eggs Canna Royal City	REZ00170
SIXTH ST 532	Uptown	Muse Cannabis	REZ00175
SIXTH ST 331	Uptown	Emerald Cannabis Canada Inc	REZ00177

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Appendix G:

Summary of Evaluation of Cannabis Retail Rezoning Applications

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Appendix G: Summary of Evaluation of Applications

The following sections provide analysis of the applications as grouped by geographic region. Each application we evaluated and scored based the *Cannabis Rezoning Application Evaluation Checklist*. This checklist is attached as Appendix E.

Downtown

Seven applications were received in the downtown which are summarized in the table below along with scores in the three areas – (1) Location; (2) Business, Operation, Nuisance and Security; and (3) Aesthetics – and a total overall score. One cannabis retail location is expected in the Downtown based on the evaluation process for initial intake of applications.

Address	Trade Name	Location Score	Business, Op, Score	Aesthetic Score	Overall Score
SIXTH ST 71	Maple Leaf Greenery	16	24	8	48
CARNARVON ST 800 267	Fire & Flower Inc	16	16	10	42
FRONT ST 707 (Parent 710 Columbia St.)	Royal City Canna	16	18	8	42
CARNARVON ST 865	The Four Twenty Club	16	24	8	48
COLUMBIA ST 667 (Parent 665)	Legacy Cannabis	14	18	6	38
CARNARVON ST 721	Greenery BC	14	20	4	38
COLUMBIA ST 403 (Parent 401)	Hobo	16	20	4	40
Total Score Possible	-	**/16**	**/24**	**/12**	**/52**

As summarized in the table above, there are two applications (shaded) for Maple Leaf Greenery at 71 Sixth St and The Four Twenty Club at 865 Carnarvon St which both which have an overall score of 48. Both applicants are requesting operating hours from 9:00 am to 11:00 pm, seven days a week. Given the tie, staff further evaluated the application based on the previously noted criteria.

Sign Permit Variance:

Both applications have been reviewed for Sign Bylaw compliance and no sign variances were identified.

Business Operations in Other Jurisdictions:

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Both applicants have been referred to municipalities in which they have indicated previous or current operation as well as other near-by larger local municipalities and there have been no concerns expressed regarding the applicant's history of operating in compliance with applicable regulations.

Business Operation Plans:

In review of the documentation provided by the Four Twenty Club and Maple Leaf Greenery, both applicants have provided Standard Operating Procedures relating to security of the building, premises, employees and products such as opening closing and various theft scenarios. The Four Twenty Club, however has not provided written information on how the product is displayed, stored, browsed and distributed to the customer. Assumptions have been made based on the layout of the store but this has not been clearly laid out in the applicant's business plan. Maple Leaf Greenery has provided documentation on the function of the different areas of the business (lobby, sales area, staff area, storage, etc.) and has provided description of the display cases to be used and how they would protect views from the street and how customers would interact with the product and smell jars.

When applying the previously noted criteria for resolving tied overall scores, there was no difference between the applications in regards to the need for a sign variance and each has no concerns related to business operations in other jurisdictions. Maple Leaf Greenery, did however provide a more comprehensive business operation plan, which detailed information on product display and purchase as well as a strong security related standard operating procedures.

<u>Uptown</u>

Four applications were received in the uptown area which are summarized in the table below along with scores in the three areas – (1) Location; (2) Business, Operation, Nuisance and Security; and (3) Aesthetics – and a total overall score. One cannabis retail location is expected in uptown based on the evaluation process for initial intake of applications.

Address	Trade Name	Location Score	Business, Op, Score	Aesthetic Score	Overall Score
SIXTH ST 320	The Reel Reef Store	16	16	6	38
SIXTH ST 610 122	Eggs Canna Royal City	16	20	12	42
SIXTH ST 532	Muse Cannabis	16	24	2	42

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SIXTH ST 331	Emerald Cannabis Canada Inc	16	20	6	42
Total Score Possible	-	**/16**	**/24**	**/12**	**/52**

As summarized in the table above, there are three applications (shaded) which are tied with an overall score of 42 - Eggs Canna Royal City at #112-610 Sixth St, Muse Cannabis at 532 Sixth St, and Emerald Cannabis Canada Inc at 331 Sixth Street. Emerald Cannabis did not provide a complete application as the criminal record search was not provided and therefore was not considered in the tie resolution process at this time.

Eggs Canna Royal City has proposed to operate Monday-Wednesday & Saturday 9:30am-5:30pm, Thursday and Friday 9:30am-9:00pm and Sunday 12:00pm-5:00pm in accordance with the hours of Royal City Centre Mall in which they would be located. The other application proposes to operate from 9:00 am to 11:00 pm, seven days a week. Given the tie, staff further evaluated the applications based on the previously noted criteria.

Sign Permit Variance:

The application for Eggs Canna, as it is located within a mall area would not be required to obtain a Sign Permit from the City. However if the signage proposed were on a street frontage, a variance would be required for the number of fascia signs - the application includes three where only one would be permitted. The application for Muse Cannabis did include information on the proposed building frontage and cannot be evaluated against the Sign Bylaw.

Operations in Other Jurisdictions:

Both applicants were referred to municipalities in which they have indicated previous or current operation as well as other near-by larger local municipalities and there have been no concerns expressed regarding the applicant's history of operating in compliance with applicable regulations.

Business Operation Plans:

Eggs Canna and Muse Cannabis both have provided Standard Operating Procedures relating to security of the building, premises, employees and products such as opening closing and theft scenarios. However they have not provided written information on how the product is displayed, stored, browsed and distributed to the customer.

Nuisance Mitigation:

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Muse Cannabis has provided a site specific description of their intent to mitigate loitering, noise and consumption behavior through customer education, signage and through staff monitoring and the building exterior and surveillance systems to actively encourage patrons not to congregate. Muse has not made note of ventilation interventions, however like other applicants they have advised that all product, except small amount in smell jars, would be sealed and not emit odors. Eggs Canna has indicated that they would deter consumption outside their location through customer education, signage and walk through rounds done around the building and within a one block radius. Noise outside the store and loitering has been identified as an issue, however, no specific action in noted as to how it would be mitigated. Eggs Canna has also noted that all product would be in sealed packaging and not emit odors. Eggs Canna has also identified a litter pickup program in the area immediately around their location. However, the plan provided by Eggs Canna has not addressed their specific location within the Royal City Centre mall and how their strategies might interface with strategies the mall already has in place. The plan is more targeted towards a standalone street fronting store, which would not apply well in this circumstance.

When applying the previously noted criteria for resolving tied overall scores, there was no difference between the applications in regards to the need for a sign variance, neither had concerns related to business operations in other jurisdictions and while each provided strong security related standard operating procedures neither provided detailed information on how the product was browsed and distributed to the customer. However, Muse Cannabis provided a more site specific and comprehensive information on how nuisance activity would be mitigated.

Sapperton

Three applications were received in the Sapperton area which are summarized in the table below along with scores in the three areas – (1) Location; (2) Business, Operation, Nuisance and Security; and (3) Aesthetics – and a total overall score. One cannabis retail location is expected in Sapperton based on the evaluation process for initial intake of applications.

Address	Trade Name	Location Score	Business, Op, Score	Aesthetic Score	Overall Score
E COLUMBIA ST 470	Dat Cannabis	16	18	4	38
E COLUMBIA ST 416	North Root	16	24	6	46
E COLUMBIA ST 451	The Herb Co. Cannabis Store	16	22	12	50
Total Score Possible	-	**/16**	**/24**	**/12**	**/52**

As summarized in the table above, the application for The Herb Co. Cannabis Store at 451 East Columbia Street received an overall score of 50. The application has also

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included a detailed security plan which provided Standard Operating Procedures relating to security of the building, premises, employees and products such as opening closing and theft scenarios and has proposed updates the building façade, including updated weather protection, which would comply with Development Permit Area Design Guidelines.

Staff recommends that Council direct staff to proceed with the application for The Herb Co. Cannabis Store at 451 East Columbia Street.

Remaining Commercial Areas

Eight applications were received in the remaining commercial areas (Queensborough, Twelfth St, Twentieth Street and Eighth Ave & McBride Boulevard) which are summarized in the table below along with scores in the three areas – (1) Location; (2) Business, Operation, Nuisance and Security; and (3) Aesthetics – and a total overall score. Two cannabis retail locations are expected in amongst the remaining commercial areas based on the evaluation process for initial intake of applications.

Address	Sub Area	Trade Name	Locat'n Score	Busins Score	Aesthc Score	Overall Score
BOYD ST 805 Unit L110	Queensborough	BC Cannabis Stores	16	12	0	28
EWEN AVE 540	Queensborough	Queensborough Cannabis Co. Ltd	16	16	8	40
TWELFTH ST 710	Twelfth St	Westcanna	16	24	10	50
FIFTH AVE 1122 (Parent 443 Twelfth St.)	Twelfth St	Browside Cannabis Store	16	20	2	38
TWELFTH ST 615	Twelfth St	The Herbal Cloud	16	18	8	42
TWELFTH ST 803	Twelfth St	Exhale Cannabis	16	14	12	42
TWELFTH ST 818	Twelfth St	Village Bloomery	16	14	2	32
TWENTIETH ST 808 (Parent 800)	Twentieth St	Nuleaf	16	20	6	42
Total Score Possble	-	-	**/16**	**/24**	**/12**	**/52**

BC Cannabis Stores, which is the public cannabis store chain operated by the Province's Liquor Distribution Branch (LDB), has applied of a location at Queensborough Landing (805 Boyd Street) in Queensborough. The evaluation process for initial intake of applications seeks to establish a balance of public and private operators.

Although the *Cannabis Rezoning Application Evaluation Checklist* was not designed for consideration of the public operators, the LDB provided the same information from this

checklist as other applicants, albeit in a slightly different format. As an example, the application did not include a security plan however information on how BC Cannabis Stores are reviewed and supported by the LDB's Corporate Loss Prevention Department and how they would operate in conjunction private security firms was provided.

As this is the only location at which BC Cannabis Stores has applied, and the evaluation process for initial intake of applications seeks to establish a balance of public and private operators, staff recommends that Council proceed with the rezoning at this location as one of the locations for the remaining commercial areas.

For the second application for the remaining commercial areas, as summarized in the table above, the application for Westcanna at 710 Twelfth Street received an overall score of 50. The application includes a detailed security plan which provided Standard Operating Procedures relating to security of the building, premises, employees and products such as opening closing and theft scenarios. Modest updates to the building which would comply with Development Permit Area Design Guidelines façade. There is some discrepancy between the building drawings and sign permit drawings in terms of the size of the canopy proposed which would need to be resolved. Staff would also work with the applicant on additional building revisions and updated parking and landscaping at the rear of the property. The applicant is requesting operating hours from 9:30am to 9:30pm, seven days a week.

Staff recommends that Council direct staff to proceed with the applications for BC Cannabis Stores at 805 Boyd Street and Westcanna at 710 Twelfth St.