



City of Coalinga
Community Development Department

Commercial Medical Marijuana Registration Application Checklist

Applications for Commercial Medical Marijuana shall be filed with the Police Chief and include the information set forth herein.

A pre-application meeting shall be scheduled and completed prior to the submission of an official application package. A pre-application meeting may be scheduled by calling the Community Development Department at 559-935-1533 x141. The purpose of the pre-application meeting is to ensure that the applicant understands the expectations and requirements of the City when submitting an application for a commercial marijuana license.

Payment of an application fee and employee fee(s) are required when submitting an official application for a commercial marijuana license. For partnerships, limited liability companies, and corporations, the applicant shall be deemed the managing partners, president, and other persons with primary responsibility for operation of the Marijuana Operation and 5% or more vested interest. Upon receipt of payment and verification of a complete application package the Police Chief and Community Development Director will review the entire application package and issue a license once it has been determined that all of the requirements for issuance of a commercial marijuana licenses is met. The City of Coalinga Community Development Department and/or Police Chief may request such information he or she deems necessary to seek verification of the information contained within the application including but not limited to background checks. The applicant shall certify under penalty of perjury that all of the information contained in the application is true and correct.

If the applicant has completed the application improperly, or if the application is incomplete, the Community Development Department shall, within thirty (30) days of receipt of the original application, notify the applicant of such fact. The fact that an applicant possesses other types of State or City permits or licenses does not exempt the applicant from the requirement of completing the City of Coalinga's Commercial Medical Marijuana Registration Application.

Application Packet Requirements:

- Completed Commercial Medical Marijuana Registration Application Form
- Completed Commercial Medical Marijuana Registration Application Acknowledgement Form
- Completed Employee Permit Application Form and Live Scan Form
- Completed Indemnification Agreement Form
- Proof of General Liability and Auto Insurance (Letter of Intent Acceptable)
- Payment of all Applicable Fees and Taxes
- Completed City of Coalinga Business License Application Form
- Site Diagram and Floor Plan
- Security Plan
- Site Plan Review Application and Fee (New Construction)