

Applying for Retail Cannabis Licensing

City of Vancouver Retail Cannabis application guide



1 - 6 mos

MUNI: Secure a lease by finding a cannabis friendly landlord and location **300 meters** from schools, neighbourhood houses, community centers and other Cannabis retail stores (**Vancouver has the most restrictive location requirements of any BC municipality for Cannabis retail**);

3 - 6 mos

MUNI: Apply for a DP (Development Permit) which includes a neighbourhood notification, (**3 or more neighbourhood comments against your DP application could justify a denial, with current landscape in Vancouver seeing no approvals since the MMRU implementation without a BOV hearing**) if approved you can now;

1½ - 2½ mos

MUNI IF DP DENIED: Apply for a BOV hearing, this requires another neighbourhood notification and typically hearings are booked 6-10 weeks in advance;

2 - 3 mos

MUNI: Apply for City endorsement which includes another neighbourhood notification;

1-2 mos

PROV: Create all documentation to support application: a corporate organization chart, a floor plan and site plan, financial history documents or financial projections. (Note: Provincial body does NOT work on file until City endorsement is received)

TOTAL PROCESS

*All documents must be formally prepared by engineers, architects and accountants for Provincial body. No work continues until all elements are deemed complete, which cause numerous delays in application. Personal documentation required: three years of financial statements (bank statements, debts, investments and etcetera), net worth statement, **BCeID** from a service BC location coupled with security clearance documents.*

7 - 17 mos
EXCLUDING BOV

PROV: Upon receiving all required documentation coupled with City endorsement **Provincial application is now in queue.**

Average time of Financial Review completion is between 1-3 months, with Security Clearance taking anywhere from 2-6 months.

** The Province will not give any timeframe to their processes, this is extrapolated from experience and observing the current landscape. * Note: a simple org. chart and corporate structure with one director and owner sees an expedited review process and is recommended for any new applicant. Each director and/or shareholder needs to undergo the Financial and Security screening, taking significantly longer for multiple persons.*

SHARE SALE

PURCHASE: This site has been pre-approved receiving City endorsement and in late stages Security Clearance review. New applicant would transfer ownership and begin Financial Integrity and Security Clearance—only failure of an applicant's financial or security screening could prevent the license from being issued. Therefore, any applicant with criminal history should take this into consideration.

TRANSFER OF OWNERSHIP: Log onto Provincial application portal through Justice BC website, add documents for new associate (forms and other), e-mail Provincial representative handling file, remove previous ownership group and all associates, submit new corporate org. chart. Proceed through application process beginning at the Financial Integrity and Security Clearance stages with new ownership group.

Nothing required for municipal—once AIP (Approval in Principal) is received from the Province you will need to ensure the change was communicated to the municipality of Vancouver, so that Business License has correct ownership on title.

NOTE: The Province has not restricted the number of times a license or application for a license can be transferred, therefore the application and/or license can be sold at any time to another applicant.

LICENSES: It is expected that the Province of BC will continue to look at existing framework of privatized liquor stores and continue to regulate cannabis sales the same as alcohol. It is our expectation that, just as with private liquor store licenses once the Province has deemed there are enough establishments to serve the populace, licenses will no longer be issued.