

# County Of Santa Barbara



Executive Office

## Cannabis Retail Storefront Licenses

On April 9, 2019, the Santa Barbara County Board of Supervisors adopted amendments to the cannabis business license ordinance that provided an alternative cannabis storefront retail license allocation methodology in the County's unincorporated area. Per the cannabis business license ordinance, no more than eight storefront retail cannabis operations may be licensed by the County with a cannabis business license at any time. To avoid excessive concentration of storefront retail operations within the County, the County's Board of Supervisors established that a maximum of one cannabis storefront retail operation may be allowed in each of six community plan areas: 1) [Orcutt](#), 2) [Los Alamos](#), 3) [Santa Ynez](#), 4) [Eastern Goleta Valley](#), 5) [Isla Vista/Goleta](#), and a combined 6) [Summerland & Toro Canyon](#), plus up to two countywide for all sites in areas not covered by the six community plan areas listed above. This limitation also applies to microbusinesses seeking to operate a storefront retail as part of the microbusiness. The amended cannabis business license ordinance became operational on May 9, 2019.

Please click the following link to view the amended cannabis business license ordinance in its entirety:  
[Business License Ordinance](#)

<b>Key Dates &amp; Deadlines</b>	
<b>5/30/19 – 6/30/19</b>	Noticing to prospective applicants of the forthcoming availability of cannabis storefront retail licenses and selection process of pre-qualified applicants.
<b>To Be Determined</b>	Pre-qualification applications submittal period. Pre-qualification applications are not yet available. To receive e-mail notification of when the application becomes available and to receive other cannabis-related e-mails please sign up here: <a href="#">Link to Subscribe</a>
<b>To Be Determined</b>	Pre-qualification Retail Storefront Applicants List for each community plan area and a list for all non-community plan areas will be made available on the County's website and a copy of the list will be available in the County Executive Office.
<b>To Be Determined</b>	A random drawing will be held to select eight pre-qualified applicants at a public location and time to be determined.

## **Selection Process**

The limited retail licenses as outlined in the business license ordinance will be issued to those pre-qualified applicants who comply with the requirements of the County Code and are randomly selected through a process administered by the County Executive Office as follows:

1. **Notice of Pre-Qualification and Random Drawing.** Per the cannabis business license ordinance, the County Executive Office will publish notice of the timeframes that pre-qualification applications will be accepted, the posting of the Pre-Qualified Retail Applicants List, and when and where the random drawing of these pre-qualified applicants will occur in a newspaper of general circulation and will post the timeframe on the County's website.
2. **Pre-Qualification.** Any person interested in obtaining a cannabis retail storefront business license must first submit an application for pre-qualification to the County Executive Office to be part of a random drawing.

**Please note: The Pre-Qualification Application form detailing the required criteria by interested parties is not yet available. To receive e-mail notification of when the application becomes available and to receive other cannabis-related e-mails please sign up here: [Link to Subscribe](#)**

At a minimum, the application shall include:

- A. The location for the proposed operation, including physical address and assessor's parcel number;
- B. Proof of ownership of the site of the proposed operation or written authorization from the owner to operate a cannabis operation;
- C. An attestation of ability to participate in and meet the requirements of the cannabis business license application process in accordance with Section 50-8 (of the business license ordinance), *et seq.*; and
- D. An attestation of ability to conform to and maintain all permitting and licensing requirements.

The County will only accept one application per person per proposed operation location. The County Executive Office will review all timely submitted applications. The County Executive Office will forward the applications to the Planning and Development Department to determine whether each applicant's cannabis operation site preliminarily meets zoning and permitting standards (i.e. that the location for the proposed operation is allowable in the zone, that the location meets all setback requirements, etc.).

Applicants that submit a complete application and that preliminarily meet the zoning and permitting standards will be placed on a "Pre-Qualified Retail Applicants List" for each community

plan area and a list for all non-community plan areas and will be referred to as pre-qualified applicants.

The County Executive Office will post the Pre-Qualification Retail Applicants List for each community plan area and a list for all non-community plan areas on the County's website and a copy of the list will be available at the County Executive Office. Any applicant not on the List will have three (3) business days after the posting of the List on the County's website to file an appeal with the County Executive Office. Appeals will be considered by the County Executive Office and all decisions of the County Executive Office are final.

### **Cannabis Retail Eligibility Lists**

1. Once the Pre-Qualification Retail Applicants List for each community plan area and a list for all non-community plan areas is complete, the County Executive Office will schedule a random drawing of the pre-qualified applicants to occur in an open and public location. The pre-qualified applicants will be selected at random to form the Cannabis Retail License Eligibility Lists for each community plan area and a list for all non-community plan areas.
2. The Cannabis Retail License Eligibility List will be valid for three years or until all names are exhausted from the List. Upon exhaustion of the List or at the end of three years, the process listed above begins anew.
3. Qualified applicants on the Cannabis Retail License Eligibility List will need to renew their interest in remaining on the Lists annually, by submitting a written request to the County Executive Office on the anniversary of creation of the Lists.

### **Permitting and Licensing of Retail Cannabis Operations**

1. The first 8 selected pre-qualified applicants, subject to the limitations in Subsection b) above of no more than one per community plan area and two in non-community plan areas, will then be able to start the process to obtain a land use entitlement/permit and ultimately a cannabis business license.
2. The selected pre-qualified applicants will have 90 days to submit an application to the Planning and Development Department. If the Planning and Development Department deems the application incomplete, the Department will establish a deadline by which they need to complete the application or lose their qualification. Failure to timely file an application will result in the selected pre-qualified applicant being removed from the Qualified List and losing their status and the next applicant on the Qualified List who meets the limitations of the business license ordinance Section 50-7(B) to submit an application for a permit.
3. Once a selected pre-qualified applicant has obtained a land use entitlement, they must then apply for a cannabis business license. Withdraw, suspension, or abandonment of the cannabis business license application in accordance with Sections 50-8.d or 50-9.b of the business license ordinance

will result in the selected pre-qualified applicant being removed from the Qualified List and losing their status.

4. Once a selected pre-qualified applicant has obtained a land use entitlement, a cannabis business license and applicable State cannabis retail licenses that individual will be referred to as a licensed retailer and will be allowed to continue to operate as long as the licensed retailer timely files for renewal of the cannabis business license and complies with this Chapter. If the cannabis business license is revoked or not timely renewed, the licensed retailer will lose their status and the next pre-qualified applicant on the Qualified List who meets the limitations of the business license ordinance Section 50-7(B) may start the permitting and licensing process.

## **Frequently Asked Questions**

**Q.** How may I determine if a property is zoned properly for a retail storefront license?

**A.** Visit the Zoning & Permitting page of the County's Cannabis Website located here: <http://cannabis.countyofsb.org/zones.sbc> or contact the Planning & Development Department via e-mail at [pad-cannabis@countyofsb.org](mailto:pad-cannabis@countyofsb.org) or via phone at (805)-568-2057.

**Q.** Is the Pre-Qualification Application currently available?

**A.** The Pre-Qualification Application is not currently available but is expected to be made available on the County's Cannabis Website approximately mid-June. To receive e-mail notification of when the application becomes available and to receive other cannabis-related e-mails please sign up here: [Subscribe](#)

**Q.** Is there a limitation on the number of Pre-Qualification Applications that may be submitted?

**A.** Per the business license ordinance, the County will only accept one application per person per proposed operation location (Section 50-7 (C)(3)(iii)). The business license ordinance defines a "person" to mean an individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, cooperative, collective, or any other group or combination acting as a unit and includes the plural as well as the singular number (Section 50-2(l)).

## **Contact Information**

Please direct any questions regarding the retail storefront license selection process to Steven Yee at [shyee@countyofsb.org](mailto:shyee@countyofsb.org)

For more detail information regarding zoning or permitting, please click the following link: <http://cannabis.countyofsb.org/zones.sbc> or send questions to [pad-cannabis@countyofsb.org](mailto:pad-cannabis@countyofsb.org)