



Storefront Retail Commercial Cannabis Business Permit Appeals Fee

Community & Economic Development
Department

City Council

January 23, 2024



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BACKGROUND

1. March 14, 2023 – Ordinance adopted:

- o Established the application process and application fee

2. October 17, 2023 – Resolution adopted:

- o Established Guidelines and Criteria

3. October 24, 2023 – Ordinance and Resolution adopted:

- o Ordinance amending Chapter 3.30 Section 3.30.030IV
- o Resolution amending Fees and Charges Schedule



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BACKGROUND

4. November 15, 2023 – City’s Virtual Cannabis Portal

Opened:

- Applicants electronically submitted applications and supporting documentation
- Filing deadline December 15, 2023
- Evaluation period will run forty-five (45) days after filing deadline
- Top 14 applicants will receive provisional approval to move to Phase 2



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DISCUSSION

1. **Applicants have the right to appeal denial** of an application
2. **Establish Appeals Fee** to recover time and costs
3. **Engaged Consultant (MGT)** to prepare Fee Study
4. **Approach to establish fee** based on several factors:
 - Analysis of other city’s fees for similar services
 - Process, staffing, time estimates
5. **Staff Recommends Deposit Based Fee Methodology**



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FEE ANALYSIS AND SURVEY

Activity	Riverside Full Cost	City of Los Angeles	Corona	San Bernardino	Pasadena	Santa Ana	Peer Avg
Application Appeals	\$5,579 deposit	Appeal to Cannabis Regulation Comm \$6,802 flat fee Appeal to Council \$6,210 flat fee	\$3,190 Uses regular Planning Appeals process.	\$3,217 fixed fee	\$6,827 (50% of Application Fee) Uses regular Planning appeals process.	\$4,944 fixed fee (Same as Planning Appeal)	\$ 4,996
Fixed Fee		X	X	X		X	
Other	X				X		
Amt for Avg		\$6,802	\$3,190	\$3,217	\$6,827	\$4,944	



STRATEGIC PLAN ALIGNMENT

Envision Riverside 2025 Strategic Plan Priorities



#3 Economic Opportunity



#5 High Performing Government

Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability & Resiliency



Equity



Innovation



RECOMMENDATIONS

Staff recommends that the City Council:

1. Adopt a Resolution amending the City's Fees and Charges Schedule providing for a Storefront Retail Commercial Cannabis Business Appeals fee.



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