



CITY CLERK'S OFFICE MEMORANDUM
#16-04

October 24, 2016

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: James A. Hayes, AICP, City Manager 
Johanna Small, City Clerk 

SUBJECT: CR-111 – Medical and Retail Marijuana Licensing Fees

RECOMMENDATION:

Attached to this memorandum is a resolution which, if approved, would set fees for various medical and retail marijuana licensing applications pursuant to Sections 18-14-15 and 18-16-17 of the Northglenn Municipal Code. Staff recommends approval of the resolution.

BACKGROUND:

The approval of CB-1874 will allow fees to be charged for certain marijuana licensing applications and will allow such fees to be set by resolution. A cost analysis has been conducted on the different license applications and the proposed fee amounts are based on actual costs of services provided.

Staff is proposing the addition of certain fees to cover expenses for processing the following marijuana licensing applications: transfer of ownership, change of location, modification of premises, change of trade name, and marijuana transporter licenses.

Staff is also proposing to increase the current fees for manager registration and report of corporate changes applications (less than 10% financial interest) from \$100 to \$200.

No changes are being proposed to the initial application fees for medical or retail marijuana businesses, annual renewal application fees, or current license fees.

The table below shows the proposed new and increased fees. Complete fee schedules are attached as Exhibits A and B to CR-111.

Medical and Retail Marijuana License Applications:	Current Fee:	Proposed Fee:
License fee for Medical or Retail Marijuana Transporter:	n/a	\$1,500
Transfer of Ownership:	n/a	\$2,000
Change of Location:	n/a	\$2,000
Report of Corporate Changes (less than 10% financial interest)	\$100	\$200
Manager Registration	\$100	\$200
Modification of Premises:	n/a	\$200
Trade Name Change:	n/a	\$100

BUDGET/TIME IMPLICATIONS:

If approved, the new fees will take effect October 24, 2016.

STAFF REFERENCE:

Please contact Johanna Small, City Clerk at jsmall@northglenn.org or 303-450-8757 with any questions or comments.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-111
Series of 2016

Series of 2016

A RESOLUTION SETTING FEES PURSUANT TO SECTIONS 18-14-15 AND 18-16-17 OF THE NORTHGLENN MUNICIPAL CODE FOR MARIJUANA LICENSING

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council hereby imposes the schedule of fees attached hereto as **Exhibit A** pursuant to Section 18-14-15 of the Northglenn Municipal Code for medical marijuana licensing applications.

Section 2. The City Council hereby imposes the schedule of fees attached hereto as **Exhibit B** pursuant to Section 18-16-17 of the Northglenn Municipal Code for retail marijuana licensing applications.

Section 3. Resolution No. 12-72, Series of 2012, is hereby repealed.

Section 4. Resolution No. 13-83, Series of 2013, is hereby repealed.

Section 5. This Resolution shall be effective on October 24, 2016.

DATED at Northglenn, Colorado, this ____ day of _____, 2016.

JOYCE DOWNING

Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

EXHIBIT A

MEDICAL MARIJUANA LICENSING

Type of Application:	Fee:
Initial application fee for any medical marijuana business:	\$2,500
Annual renewal application fee per license:	\$1,000
License fee for Medical Marijuana Center:	\$1,500
License fee for Medical Marijuana-Infused Products Manufacturer:	\$1,500
License fee for Medical Marijuana Optional Premises Cultivation:	\$1,500
License fee for Medical Marijuana Transporter:	\$1,500
Late Renewal Fee:	\$ 500
Transfer of Ownership:	\$2,000
Change of Location:	\$2,000
Report of Corporate Changes (less than 10% financial interest)	\$ 200
Manager Registration	\$ 200
Modification of Premises:	\$ 200
Trade Name Change:	\$ 100

EXHIBIT B

RETAIL MARIJUANA LICENSING

Type of Application:	Fee:
Initial application fee for any medical marijuana business:	\$2,500
Annual renewal application fee per license:	\$1,000
License fee for Retail Marijuana Store:	\$1,500
License fee for Retail Marijuana Products Manufacturer:	\$1,500
License fee for Retail Marijuana Cultivation Facility:	\$1,500
License fee for Retail Marijuana Transporter:	\$1,500
Late Renewal Fee:	\$ 500
Transfer of Ownership:	\$2,000
Change of Location:	\$2,000
Report of Corporate Changes (less than 10% financial interest)	\$ 200
Manager Registration	\$ 200
Modification of Premises:	\$ 200
Trade Name Change:	\$ 100