

City of Gunnison Marijuana Establishment Licensing Process

- Determine Type of Applicable Marijuana Establishment License for Application.
- Dual Operations are allowed in the City of Gunnison.
- Licensee can only hold one City license of each class of establishment.

Types of State/Local Marijuana Establishment Licenses:

Medical Marijuana Licenses

Medical Marijuana Center

Optional Premises Cultivation Operation

Medical Marijuana Infused Products Establishment

Retail Marijuana Licenses

Retail Marijuana Store

Retail Marijuana Cultivation Establishment

Retail Marijuana Testing Facility

Retail Marijuana Product Manufacturing

- Applicant picks up the City of Gunnison Licensing Application from the City Clerk, 201 W. Virginia Avenue, in Gunnison. The City form is filled out and submitted to the City Clerk.
- For medical marijuana establishments, the applicant shall submit all of the completed applicable State of Colorado medical marijuana establishment application forms. These forms are available from the Colorado State Marijuana Enforcement Division. For retail marijuana establishments, the City will receive the State application forms directly from the State Licensing Division once they are filed by the applicant with the State.
- Pay the City Application and Licensing Fees. The City application fee is non-refundable. If the application is withdrawn or not approved by the City, the City licensing fee will be refunded.
- If the establishment will be located in/on a leased or rented building or property, filing of the completed property owner's permission affidavit must accompany the application.
- The City Attorney and City Staff/Departments will review the application packet.
- Schedule an application meeting with the Community Development (CD) Department to discuss establishment site requirements and land development code regulations regarding land use and establishment operation regulations. A completed CD Site Development Application is required for each marijuana establishment. CD is located on the second floor of City Hall, 201 W. Virginia Avenue in Gunnison or call 970.641.8090 to set up the meeting. If a building is being constructed or remodeled for the licensed establishment – the CD Department will provide the information regarding the building process.
- The applicable City Department will sign off of the City's application form once conditions and requirements of that Department are met. For instance, once the local background checks are completed for all persons involved in the business, including proposed licensee, owner(s), business manager(s), or financier(s), the Chief of Police will include results of those background checks in the application packet and will sign off on the City application form.

Public Hearing Process

- Once all applicable City Departments have signed off on the City application form, the application will be forwarded to the City Council. Upon City Council receipt of a complete application for a medical marijuana establishment, the City shall set a public hearing on the application to be held not less than thirty (30) days after the receipt by City Council of the application. For a retail marijuana establishment, the City shall set a public hearing on the application to be held not less than ten (10) days after the City Council's receipt of a completed retail marijuana establishment City application and receipt of the state-approved conditional licensure.
- The premises shall be posted with a City-provided poster about the date and time of the public hearing. The applicant and all interested citizens can give testimony for or against the issuance of the license.
- For a medical marijuana establishment application, no Council action on approval will be taken by the City until receipt of proof of approval by the State licensing authority. Once conditional approval is received from the State, the City shall proceed to make findings of fact and approve or deny the application with any conditions set forth in writing.
- For a retail marijuana establishment, the State Licensing Authority notifies the City within seven days of their receipt of a retail establishment application. A copy of the application is forwarded to the City. All City-specific application requirements must be included in the application and must be complete for the City to inform the state licensing authority whether the application complies with local regulations and restrictions. If the retail marijuana establishment applicant receives conditional state licensure, the City shall set a public hearing before the City Council on the application as described above.
- For a retail marijuana establishment, City Council may take action on the application following the public hearing, either on the same day or at a subsequent Council meeting determined by Council. Council shall make findings of fact and approve or deny the supplication based on those findings of fact.

Approval of License

- Once approved by City Council, the City Clerk shall issue the City of Gunnison marijuana establishment license. The City license is good for one year. The establishment may not operate until both the State-approved license and City-approved license are issued and displayed at the establishment.