



# COUNCIL REPORT

## Executive Committee

Report No. PDS 092-2019

Date: October 24, 2019

File No: 6440-03

To: Mayor and Council  
From: Ryan Beaudry, Planner  
Mark Neill, Director, Community Planning  
Subject: Planning Process for Cannabis Retail Stores - Bylaw Introduction

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### RECOMMENDATION

1. THAT Bylaw No. 2902-2019, "Cannabis Store Regulations Amendment Bylaw, 2019", be given first and second readings at the next Regular meeting of Council, and be advanced to a Public Hearing; and
2. THAT Council approve Policy C005-11 upon adoption of Bylaw No. 2902-2019, "Cannabis Store Regulations Amendment Bylaw, 2019".

REPORT CONCURRENCE	
<b>General Manager</b>  The General Manager concurs with the recommendation of this report.	<b>City Manager</b>  The City Manager concurs with the recommendation of this report.

### PURPOSE

The purpose of this report is to introduce bylaw amendments and a Cannabis Retail Policy for Council's consideration.

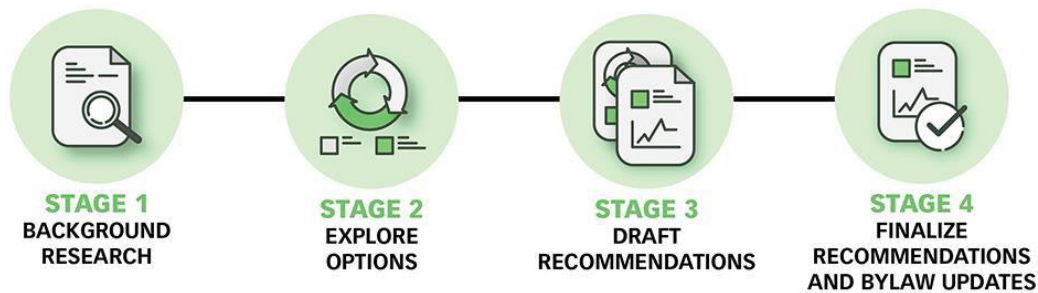
### SUMMARY OF THE ISSUE

On September 30, 2019, Council directed staff to proceed with implementation of the Planning Process for Cannabis Retail Stores, including preparation of bylaw amendments and a Cannabis Retail Policy. This report introduces Bylaw 2902-2019 for Council's consideration of 1<sup>st</sup> and 2<sup>nd</sup> readings, and Policy C005-11 for Council's consideration of approval.

### BACKGROUND

Currently, the City of Abbotsford Zoning Bylaw does not permit cannabis retail stores. Staff are undertaking a planning process to establish a regulatory framework based on Council's

direction. This process started in spring 2018 and is being undertaken in four stages.



### **Stages 1 and 2 (Spring - Summer 2018)**

Stages 1 and 2 consisted of background research, project communications and an initial round of community engagement, including an online survey and nine public engagement sessions. The survey was available from June 26 to July 20, 2018 and collected over 5,400 responses. The feedback indicated that the majority (73%) of respondents think the City should allow cannabis retail stores. Staff presented a verbal update to Council on August 27, 2018 and were directed to explore developing a regulatory framework for cannabis retail stores in Stage 3.

### **Stage 3 (Fall 2018 - Summer 2019)**

Stage 3 included preparation of guiding principles and a draft regulatory framework for cannabis retail stores, which were presented to Council on May 6, 2019 (PDS 044-2019). Council endorsed the guiding principles and directed staff to proceed with community engagement on the draft framework.

Open houses were held June 18 to 20 and an online questionnaire was available June 18 to July 19. Meetings were also held July 26 to August 23 with property owners of the preliminary sites identified for pre-zoning to seek their feedback on the proposed approach.

### **Stage 4 (Currently Underway)**

A summary of the Stage 3 community engagement process and proposed next steps were presented to Council on September 30, 2019 (PDS 078-2019). Council directed staff to prepare bylaw amendments and a Cannabis Retail Policy based on the contents of the report.

## **DISCUSSION**

Staff have prepared bylaw amendments and a Cannabis Retail Policy to implement the Planning Process for Cannabis Retail Stores, as directed by Council. The amendments are summarized in Section 1 below and the Policy is summarized in Section 2. Next steps are described in Section 3.

### **1. Proposed Cannabis Store Regulations Amendment Bylaw, No. 2902-2019**

Included in Attachment A is proposed Cannabis Store Regulations Amendment Bylaw, No. 2902-2019. This Bylaw contains amendments to the Zoning Bylaw, Development Application Procedures Bylaw, and Development Application and Service Fee Bylaw. Key changes are outlined in the sections below.

*a. Abbotsford Zoning Bylaw*

The proposed changes to the Zoning Bylaw include: (1) adding “Cannabis Store” as a permitted use on the ten pre-zoned lots that were identified through the Planning Process for Cannabis Retail Stores; and (2) setting a limit on the number of cannabis stores permitted in the City (four stores).

*b. Development Application Procedures Bylaw*

The proposed changes to the Development Application Procedures Bylaw include: (1) adding a new application type for cannabis stores and setting the application requirements; and (2) establishing the consultation process for each application. The consultation process is proposed to include agency referrals, newspaper advertisements, a mail-out to neighbouring properties, and a Council Hearing. The same process is currently required for liquor licence applications.

*c. Development Application and Service Fee Bylaw*

The proposed changes to the Development Application and Service Fee Bylaw include: (1) setting an application fee for new cannabis stores; and (2) setting application fees for cannabis store amendments.

New cannabis stores. Staff are proposing a \$7,500 application fee for new cannabis stores. This is the same amount as the provincial licence application fee charged by the Liquor and Cannabis Regulation Branch (LCRB). The intent of the \$7,500 municipal fee is to cover the costs of processing the application, including intake and review time, newspaper advertising, conducting a mail-out and holding a Council Hearing.

Cannabis store amendments. Staff are proposing a \$7,500 application fee to transfer a cannabis store to a different location on a pre-zoned lot. The rationale for the proposed fee is that the level of complexity for a store transfer application is similar to that of a new store application - requiring the same consultation process and a recommendation from Council to the LCRB. The proposed fee for all other types of amendments is \$1,200, which is the same amount as the City’s current fee for liquor licence amendments.

**2. Proposed Cannabis Retail Policy (C005-11)**

Included in Attachment B is proposed Cannabis Retail Policy, C005-11, which outlines the City’s approach to considering cannabis store applications. Key components of the approach are summarized below.

*a. Consolidated Application Intake Period*

As per the Policy, the application process is proposed to commence with a consolidated intake period of at least two months, during which applicants must submit a provincial licence application to the LCRB and pay the provincial application fee. Applicants must also submit an application package to the City before the deadline—including all required documentation set out in the Development Application Procedures Bylaw—and pay the City’s application fee. During the intake period, applicants may request a Development Inquiry Meeting with staff to discuss application requirements.

### *b. Application Screening*

After the intake period has closed, staff will screen applications for completeness and consistency with City bylaw requirements. Staff will then prepare a summary report to Council outlining the applications, and seek direction to initiate the public input process.

### *c. Public Input Process*

Subject to Council's direction, staff will initiate a public input process to gather the views of residents on the applications, in accordance with the Cannabis Control and Licensing Act and the City's Development Application Procedures Bylaw. The process will include agency referrals, newspaper advertisements, a mail-out to neighbouring properties, and a Council Hearing. The views of residents will be sought for each application under consideration.

### *d. Evaluation Process and Recommendations*

Following the public input process, staff will evaluate the applications under consideration based on guidelines established in the Policy. These guidelines include principles and considerations with respect to the proposed site, the proposed store, and the proposed operator for each application; refer to Part 2, Division 2 in Attachment B for the complete list of guidelines.

After the evaluation process is complete, staff will prepare a summary report to Council and seek Council's direction with respect to making comments and recommendations on the applications. After Council has made a decision on the applications, staff will notify the applicants and LCRB.

## **3. Next Steps**

Staff have tentatively scheduled the Public Hearing for Bylaw 2902-2019 for November 18, 2019. The Hearing will be followed by Council's consideration of 3<sup>rd</sup> and final readings of the Bylaw and approval of the Cannabis Retail Policy.

Prior to adoption of the proposed Bylaw, approval from the Ministry of Transportation and Infrastructure is required. Staff will refer the Bylaw to the Ministry following 3<sup>rd</sup> reading.

## **FINANCIAL PLAN IMPLICATION**

Staff do not anticipate any financial plan implications as a result of the Planning Process for Cannabis Retail Stores, as the project is being completed with existing staff resources. Any cost implications for the City arising from a Cannabis Retail Licence Application Process will be addressed by the proposed \$7,500 application fee.

*Rajat Sharma*

Rajat Sharma  
General Manager, Finance and Corporate Services  
Signed 10/23/2019 10:35 AM

## **IMPACTS ON COUNCIL POLICIES, STRATEGIC PLAN AND/OR COUNCIL DIRECTION**

The proposal meets the goals and objectives identified in the 2016 Official Community Plan, and Council's 2019-2022 Strategic Plan which identifies four cornerstones: vibrant economy,

complete community, fiscal discipline and organizational alignment. The proposal is consistent with the four cornerstones of Council's Strategic Plan.

### **SUBSTANTIATION OF RECOMMENDATION**

On September 30, 2019, Council received report PDS 078-2019 containing a summary of community engagement and proposed next steps for the Planning Process for Cannabis Retail Stores. Council directed staff to prepare bylaw amendments and a Cannabis Retail Policy to implement the planning process. Staff have prepared Bylaw 2902-2019 for Council's consideration of 1<sup>st</sup> and 2<sup>nd</sup> readings and Policy C005-11 for Council's consideration of approval.

*Ryan Beaudry*

*Ryan Beaudry*

*Planner*

*Signed 10/21/2019 12:07 PM*

*Siri Bertelsen*

*Siri Bertelsen*

*General Manager, Planning and Development Services*

*Signed 10/21/2019 12:55 PM*

*Mark Neill*

*Mark Neill*

*Director, Community Planning*

*Signed 10/21/2019 3:37 PM*

### **ATTACHMENTS:**

**Attachment A - Cannabis Store Regulations Amendment Bylaw, 2019**

**Attachment B - Policy C005-11: Cannabis Retail Store Policy**



## **Cannabis Store Regulations Amendment Bylaw, 2019**

Bylaw No. 2902-2019

The Council of the City of Abbotsford, in open meeting assembled, enacts as follows:

### ***Abbotsford Zoning Bylaw, 2014***

- 1 Section 130.1.1 [Zone Regulations] of the Abbotsford Zoning Bylaw, 2014 is amended by striking out "section 140.1" and substituting "sections 140.1 and 140.2".**
- 2 Section 140.2.4 [Cannabis Stores] is amended by adding the following subsections:**
  - (b.) A maximum of four Cannabis Stores are permitted within the City.
  - (c.) Subject to section 140.2.4.b, Cannabis Stores are a permitted Use on the following Lots as shown on Figure 1:
    - (i.) PID 028-576-659, 3122 Mt. Lehman;
    - (ii.) PID 024-620-840, 3270 Mt. Lehman Road;
    - (iii.) PID 003-953-912, 31940 South Fraser Way;
    - (iv.) PID 024-922-749, 32533 South Fraser Way;
    - (v.) PID 008-954-623, 32500 South Fraser Way;
    - (vi.) PID 017-956-731, 32700 South Fraser Way;
    - (vii.) PID 016-324-447, 32900 South Fraser Way;
    - (viii.) PID 024-354-210, 2070 Sumas Way;
    - (ix.) PID 027-961-419, 1920 North Parallel Road;
    - (x.) PID 028-895-177, 2310 Whatcom Road.

**Figure 1 - Cannabis Store - Permitted Use**



***Development Application Procedures Bylaw, 2016***

**3 *Section 1.3.1 [Scope of bylaw] of the Development Application Procedures Bylaw, 2016 is amended by adding the following paragraph:***

- (n) obtain comments or recommendations on an application to issue or amend a licence in accordance with [section 33 \[Recommendations of local government or Indigenous nation\]](#) of the [Cannabis Control and Licensing Act](#).

**4 *Section 2.3 [Application submission] is amended by adding the following subsections:***

- (2.3.2.1) In addition to the requirements set out in [section 2.3.2](#), each application for a Provincial Non-Medical Cannabis Retail Licence Application must include:
  - (a) a site plan identifying the proposed Cannabis Store location, including proposed access, parking and loading areas;
  - (b) evidence that the applicant owns, leases or has an agreement to purchase or lease the commercial unit or building in which the Cannabis Store is proposed to be located;
  - (c) evidence that the applicant has applied to the Liquor and Cannabis Regulation Branch in respect of a retail store licence;
  - (d) the floor plan for the proposed Cannabis Store;
  - (e) drawings or renderings of the interior and exterior of the proposed Cannabis Store;
  - (f) evidence that the proposed Cannabis Store layout and security program comply with provincial requirements;
  - (g) the applicant's business experience, including relevant experience in a federally or provincially regulated sector or industry subject to age restrictions;

- (h) a declaration that the applicant, or any of its principals or affiliates, are not engaged in the unauthorized sale or distribution of cannabis;
  - (i) disclosure of any unpaid fines for which the applicant, or any of its principals or affiliates, is liable in respect of City bylaw contraventions other than those for which the time limit for adjudication has not yet expired.
  - (j) evidence that the proposed Cannabis Store branding complies with provincial requirements and the City's Sign Bylaw.
- (2.3.2.2) In addition to the requirements set out in [section 2.3.2](#) and section 2.3.2.1, each application for a Provincial Non-Medical Cannabis Retail Licence Application may include:
- (a) a description of proposed measures to mitigate potential adverse impacts of the proposed Cannabis Store on nearby stores and buildings and on the following sensitive land uses:
    - (i) elementary, middle and secondary schools;
    - (ii) municipal parks;
    - (iii) municipal recreation facilities;
    - (iv) child care facilities;
    - (v) emergency shelters;
    - (vi) recovery facilities for vulnerable populations;
  - (b) information concerning the extent to which the proposed Cannabis Store employs best practices for Crime Prevention Through Environmental Design (CPTED);
  - (c) details of the proposed Cannabis Store's business operations, including
    - (i) store hours,
    - (ii) staffing,
    - (iii) training,
    - (iv) procedures to prevent service to minors, and
    - (v) procedures to prevent cannabis consumption in or near the Cannabis Store;
  - (d) any other information relevant to the City's consideration of the application.

**5 The following definition is added to [Schedule "A"](#):**

**"Provincial Non-Medical Cannabis Retail Licence Application"** means an application to obtain the City's comments and recommendations on a licence prescribed for the purpose of [section 33](#) [*Recommendations of local government or Indigenous nation*] of the [Cannabis Control and Licensing Act](#).

**6 Table 1 [Notification and Consultation Requirements by Application Type] of [Schedule "B"](#) is amended by adding the following item:**

Application Type	Agency Referrals	Development Sign	Information Meeting	Newspaper Ad	Mail Out	Public Hearing	Council Hearing	Planning Hearing
Provincial Non-Medical Cannabis Retail Licence Application	X			X	X		X	



***Development Application and Service Fee Bylaw, 2010***

- 7** The table in ***Schedule "A"*** of the ***Development Application and Service Fee Bylaw, 2010*** is amended by adding the following items:

Column 1 <b>Provincial Non-Medical Cannabis Retail Licence Applications</b>	Column 2 <b>Fee</b>
Provincial Non-Medical Cannabis Retail Licence Application, New or Amendment (Moving location of establishment)	7,500
Provincial Non-Medical Cannabis Retail Licence Application, Amendment (Other than moving location of establishment)	1,200

**Consequential Amendments**

***Development Application Procedures Bylaw, 2016***

- 8** ***Section 1.3.1(l)*** of the ***Development Application Procedures Bylaw, 2016*** is amended by ***striking out "or"***.
- 9** ***Section 1.31(m)*** is amended by ***striking out "renewal" and substituting "renewal; or"***.

READ A FIRST TIME on ,  
READ A SECOND TIME on ,  
PUBLIC HEARING held on ,  
READ A THIRD TIME on ,  
APPROVED BY THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE on ,  
ADOPTED on ,

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Henry Braun, Mayor

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William Flitton, Corporate Officer

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Katie Karn, Deputy City Clerk



# Cannabis Retail Store Policy

Policy C005-11

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### PART 1 - GENERAL

#### Division 1 - Context

##### Policy statement

- 1 The City will take a measured approach to non-medical [cannabis store](#) regulation within the community.

##### Purpose

- 2 To provide guidelines regarding the principal considerations that will inform the City's processing of [provincial non-medical cannabis retail licence application](#) referrals to sell non-medical [cannabis](#) in accordance with the [Cannabis Control and Licensing Act, S.B.C. 2018](#),

c. 29, and the placement of non-medical [cannabis stores](#) within the City.

## Scope

- 3 This policy applies to all City policies and procedures developed and reviewed relating to the development of non-medical [cannabis stores](#) within the City.

## Division 2 - Interpretation

### Interpretation

- 4 (1) The [Interpretation Bylaw](#) applies to this policy.
- (2) Unless otherwise provided in this policy, words and phrases used in this policy have the same meanings as in the [Cannabis Control and Licensing Act](#), [Zoning Bylaw, 2014](#), or as the context and circumstances may require.

### Definitions

- 5 In this policy,
  - “**applicant**” means the person on whose behalf a [provincial non-medical cannabis retail licence application](#) is submitted to the City, or a person seeking to obtain a [licence](#).
  - “**cannabis store**” has the same meaning as in the [Zoning Bylaw, 2014](#).
  - “**general manager**” means the general manager appointed under the [Cannabis Control and Licensing Act](#).
  - “**intake period**” means the period during which [provincial non-medical cannabis retail licence applications](#) are accepted for consideration within the City's consolidated intake and competitive review process.
  - “**licence**” means a licence to sell [cannabis](#) under the [Cannabis Control and Licensing Act](#).
  - “**licensee**” has the same meaning as in the [Cannabis Control and Licensing Act](#).
  - “**Liquor and Cannabis Regulation Branch application**” or “**referral application**” means an application to the [general manager](#) to obtain a [licence](#).
  - “**provincial non-medical cannabis retail licence application**” has the same meaning as in the [Development Application Procedures Bylaw](#).

## Division 3 - Laws enacted by senior levels of government

### Impact of laws enacted by senior levels of government

- 6 Effective October 17, 2018, by operation of provincial and federal law, it is legal in British Columbia for individuals 19 years of age or older to possess, grow, purchase and consume certain forms of [cannabis](#).

### Provincial requirements for legal retail sale of non-medical cannabis

- 7 (1) The [Cannabis Control and Licensing Act](#) provides that only the government, federal producers, [licensees](#) and other prescribed persons may lawfully sell [cannabis](#).
- (2) In order to become a [licensee](#), a person must apply to the [general manager](#) in accordance with the [Cannabis Control and Licensing Act](#).
- (3) In accordance with [section 33 \[Recommendations of local government or Indigenous nation\]](#) of the [Cannabis Control and Licensing Act](#), the [general manager](#) does not issue prescribed classes of licence unless the local government for the area in which the establishment is proposed to be located gives the [general manager](#) a recommendation that the licence be issued.

- (4) A local government that receives notice of an application may decide to give or not give comments and recommendations in respect of the [referral application](#).
- (5) Where a local government decides to give comments and recommendations regarding a [referral application](#), the local government must take into account prescribed criteria and, in the prescribed circumstances, gather the views of residents of an area determined by the local government by 1 or more of the following methods:
  - (a) receiving written comments in response to a public notice of the application;
  - (b) conducting a public hearing in respect of the application;
  - (c) holding a referendum;
  - (d) using another method the local government considers appropriate.

## **PART 2 - CONSOLIDATED INTAKE AND COMPETITIVE REVIEW PROCESS**

### **Division 1 - Application process**

#### **City's approach to non-medical cannabis regulation**

- 8 As part of the City's approach to non-medical [cannabis](#) regulation, and until such time as Council may otherwise direct, the City will only provide comments and recommendations regarding [referral applications](#) through a consolidated intake and competitive review process as described in this Part.

#### **Application intake**

- 9
  - (1) The City will open an application [intake period](#) for at least 2 months.
  - (2) A prospective [applicant](#) may request a development inquiry meeting with City staff during the [intake period](#).
  - (3) Each [applicant](#) must submit a [Liquor and Cannabis Regulation Branch application](#) to the [general manager](#) and pay the provincial application fee.
  - (4) Each [applicant](#) must submit an application package to the City before the end of the [intake period](#) that includes all documentation required under the [Development Application Procedures Bylaw](#).
  - (5) Each [applicant](#) must pay the City's application fee set out in the [Development Application and Service Fee Bylaw](#).
  - (6) The [general manager](#) forwards to the City [referral applications](#) in respect of proposed locations within the City that meet provincial requirements.

#### **Screening**

- 10
  - (1) City staff will screen [provincial non-medical cannabis retail licence applications](#) referred to the City by the [general manager](#) for completeness and consistency with City bylaw requirements.
  - (2) City staff will submit a report for Council's consideration, including a summary of [provincial non-medical cannabis retail licence applications](#) received during the [intake period](#) and a recommendation for direction to gather the views of residents on each application.

## Gathering the views of residents regarding applications

- 11
- (1) The City will conduct a public input process through a Council hearing to gather the views of residents on the [provincial non-medical cannabis retail licence applications](#) received during the [intake period](#), as described in this policy.
  - (2) The notification and consultation requirements applicable to [provincial non-medical cannabis retail licence applications](#) are as set out in the [Development Application Procedures Bylaw](#).
  - (3) Subject to a contrary resolution of Council, the notification and consultation requirements referred to in subsection (2) will be considered to satisfy the requirement under [section 33](#) of the [Cannabis Control and Licensing Act](#) to gather the views of residents in respect of a [provincial non-medical cannabis retail licence application](#).
  - (4) Nothing in this section precludes the City from undertaking additional steps to gather the views of residents prior to providing comments and recommendations regarding a [provincial non-medical cannabis retail licence application](#).

## Recommendations

- 12
- (1) City staff will evaluate [provincial non-medical cannabis retail licence applications](#) based on the guidelines set out in Division 2.
  - (2) City staff will submit a report for Council's consideration that includes a summary of the views of residents on each [provincial non-medical cannabis retail licence application](#) and the evaluation process.
  - (3) Council will direct staff with respect to making comments and recommendations on [provincial non-medical cannabis retail licence applications](#).
  - (4) City staff will notify each [applicant](#) and the Liquor and Cannabis Regulation Branch of Council's decisions regarding [provincial non-medical cannabis retail licence application](#) and applicable next steps.

## Division 2 - Guidelines for consideration of applications

### Principles and considerations

- 13
- Without limiting Council's discretion in respect of any particular [provincial non-medical cannabis retail licence application](#), the principles and considerations set out in this Part will generally inform the City's consideration of applications.

### Site

- 14
- (1) A proposed store location must be on a lot on which a [cannabis store](#) is a permitted use within the [Zoning Bylaw, 2014](#).
  - (2) An [applicant](#) must own, lease, or provide the City with evidence of an agreement to purchase or lease the commercial unit or building in which the [cannabis store](#) is proposed to be located.
  - (3) The City may consider the proximity of a [cannabis store](#) to other proposed [cannabis stores](#) so as to provide geographic equity and avoid the clustering of stores.
  - (4) The City may consider potential impacts of a proposed [cannabis store](#) on the following sensitive land uses and proposed mitigation measures to mitigate the impacts:
    - (a) elementary, middle and secondary schools;
    - (b) municipal parks;
    - (c) municipal recreation facilities;

- (d) child care facilities;
  - (e) emergency shelters;
  - (f) recovery facilities for vulnerable populations.
- (5) The City may consider the extent to which a proposed [cannabis store](#) employs best practices for Crime Prevention Through Environmental Design (CPTED).
  - (6) The City may consider whether a proposed [cannabis store](#) will have adequate access, parking and loading facilities.
  - (7) The City may consider the extent to which a proposed [cannabis store](#) will have adverse impacts on nearby stores and buildings.

## **Store**

- 15
  - (1) In accordance with the [Zoning Bylaw, 2014](#), a maximum of four [cannabis stores](#) will be permitted within the City.
  - (2) The City may consider details of a proposed [cannabis store's](#) business operations including
    - (a) store hours,
    - (b) staffing,
    - (c) training,
    - (d) procedures to prevent service to minors, and
    - (e) procedures to prevent [cannabis](#) consumption in or near the [cannabis store](#).
  - (3) The City may consider the proposed exterior design of a [cannabis store](#) relative to nearby stores and buildings.
  - (4) The City may consider whether a proposed [cannabis store's](#) branding complies with provincial requirements and the [Sign Bylaw](#).
  - (5) Each [applicant](#) should demonstrate that its proposed store layout and security program comply with provincial requirements.

## **Operator**

- 16
  - (1) The City may consider an [applicant's](#) business experience, including relevant experience in a federally or provincially regulated sector or industry subject to age restrictions.
  - (2) The City may consider whether an [applicant](#), or any of its principals or affiliates, are engaged in the unauthorized sale or distribution of [cannabis](#).
  - (3) The City may consider input from the Abbotsford Police Department regarding an [applicant](#) or any of its principals or affiliates.
  - (4) The City may consider whether an [applicant](#), or any of its principals or affiliates, is liable for unpaid fines in respect of City bylaw contraventions other than those for which the time limit for adjudication has not yet expired.

## **Division 3 - Post-evaluation process**

### **City may provide comments and recommendations**

- 17 After Council has considered a [provincial non-medical cannabis retail licence application](#) received during the [intake period](#), the City may provide the [general manager](#) with comments and recommendations in accordance with this Division.

## Required form of comments and recommendations

- 18**
- (1) Comments and recommendations to the [general manager](#) will be in writing.
  - (2) Comments will include the views of the City on the general impact of a proposed [cannabis store](#) on the community.
  - (3) Comments will include the views gathered from residents and a description of the method used to gather those views.
  - (4) Recommendations will include a recommendation that a [Liquor and Cannabis Regulation Branch application](#) be
    - (a) issued,
    - (b) amended, or
    - (c) not be issued.
  - (5) Recommendations may include a recommendation that a [licence](#) be issued with conditions.
  - (6) Recommendations will include the reasons on which they are based.

APPROVED this ,

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Henry Braun, Mayor

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William Flitton, Corporate Officer