

# CITY OF MILAN MARIHUANA PERMIT PROCESS

**1. APPLY FOR AND RECEIVE PREQUALIFICATION APPROVAL FROM THE STATE OF MICHIGAN**



**2. APPLY FOR MARIHUANA LICENSE AS SET FORTH IN THE CITY OF MILAN CODE OF ORDINANCES.**

2A. APPLICANT MUST COMPLETE CITY APPLICATION

2B. TURN COMPLETED APPLICATION AND NON-REFUNDABLE APPLICATION FEE TO CITY CLERK.

2C. CLERK TO REVIEW APPLICATION AND CONTACT YOU WITH ADDITIONAL DOCUMENTATION REQUESTS WHICH MUST BE SUBMITTED BY THE CLOSING OF THE APPLICATION WINDOW.

**3 THE CLERK WILL SEND YOU NOTIFICATION THAT YOUR APPLICATION HAS MOVED TO THE NEXT STEP**



**4. ONCE APPLICATION WINDOW CLOSES, ALL COMPLETED APPLICATIONS WILL BE SUBMITTED TO THE CITY ATTORNEY, CITY TREASURER, POLICE DEPARTMENT, FIRE DEPARTMENT, BUILDING DEPARTMENT, AND THE ZONING ADMINISTRATOR**



**4. AFTER ALL DEPARTMENTS SIGN OFF ON THE APPLICATION IT WILL BE SUBMITTED TO THE CITY ADMINISTRATOR FOR SCORING IF THE APPLICATIONS EXCEED THE NUMBER OF AVAILABLE LICENSES.**



**5.THE APPLICATIONS WILL BE RANKED BY SCORE (HIGHEST FIRST) AND SUBMITTED TO CITY COUNCIL FOR AWARDING OF PROVISIONAL LICENSE.**



**6. COUNCIL AWARDS MUNICIPAL MARIHUANA LICENSE AND APPLICANT CAN MOVE TO NEXT STEPS.**

## **CITY OF MILAN MARIHUANA PERMIT PROCESS**

**7. APPLY FOR AND RECEIVE MARIHUANA SPECIAL USE PERMIT FROM THE CITY OF MILAN PLANNING COMISSION**



**8. APPLY FOR SITE PLAN APPROVAL (IF NECESSARY)**



**9. OBTAIN ALL REQUIRED BUILDING AND TRADES PERMITS FROM THE CITY OF MILAN BUILDING DEPARTMENT.**



**10. COMPLETE CONSTRUCTION OBTAINING ALL REQUIRED INSPECTIONS. SHOW ENERGY STAR RATING CERTIFICATE IF APPLICABLE**



**11. OBTAIN CERTIFICATE OF OCCUPANCY FROM BUILDING OFFICIAL.**



**12. COMPLETE APPLICATION AND RECEIVE STATE OF MICHIGAN OPERATING LICENCE.**



**13. BRING COPY OF STATE OPERATING LICENSE TO CLERK**



**14. COMMENCE OPENING AND OPERATING OF PERMITTED MARIHUANA ESTABLISHMENT**