



## Cannabis Retail Sales Development Permit Application

### REQUIREMENT CHECKLIST

#### REQUIRED ITEMS

For New Construction or Additions:

1. A complete Development Permit Application
2. All documents listed on the Development Permit Application, including a site plan illustrating the location and separation distances from the proposed Cannabis Retail Sales use to those identified in Section 4.1 (*Cannabis Retail Sales*) of the Land Use Bylaw.
3. Copy of a letter from Alberta Gaming Liquor Commission (ALGC) confirming submission of an application for a Cannabis Retail Store License (contact AGLC).

For Existing Development:

1. A complete Change of Use Application
2. All documents listed on the Change of Use Application, including a site plan illustrating the location and separation distances from the proposed Cannabis Retail Sales use to those identified in Section 4.1 (*Cannabis Retail Sales*) of the Land Use Bylaw.
3. Copy of a letter from Alberta Gaming Liquor Commission (ALGC) confirming submission of an application for a Cannabis Retail Store License (contact AGLC).

#### APPLICANT

I understand the following:

- The Town reserves the right to deem an application complete or incomplete within 20 days of the submission of the Development Permit.
- An application is deemed complete if the submission contains the required documents and other information necessary to review the application.
- An application which has been deemed incomplete will be returned to the Applicant and re-submission will be required.
- The Town reserves the right to approve or refuse a Development Permit application within 40 days from the date an application is deemed complete.

**Signature of this document indicates your acknowledgement of the above requirements.**

\_\_\_\_\_  
Name of Applicant (please print)

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Signature of Applicant