



**CITY OF BALDWIN PARK**  
Community Development Department  
Planning Division  
14403 Pacific Avenue  
Baldwin Park, CA 91706  
(626) 813-5261

## COMMERCIAL CANNABIS FREQUENTLY ASKED QUESTIONS (FAQ'S)

---

Thank you for your interest in submitting an application to operate a commercial cannabis business in Baldwin Park.

### **Is the City of Baldwin Park accepting commercial cannabis permit applications?**

Yes.

### **What type of commercial cannabis businesses are permitted in the City of Baldwin Park?**

The City of Baldwin Park permits indoor commercial cultivation, manufacturing, distribution, and laboratory testing of cannabis and cannabis products and limited retail as prescribed by the Municipal Code. Per Chapter 128, only cannabis business with a license from the City prior to July 1, 2021, and are in good standing can apply for a retail cannabis license. The City continues to prohibit the retail sale of cannabis and/or cannabis products and outdoor commercial cannabis cultivation.

### **Is there a deadline or cap or limit on the number of cannabis permits?**

There is no deadline but there is a limit on the number of licenses that will be approved. The City will issue a maximum of 25 cannabis permits including the exclusive distribution permit that has already been issued. Please contact planning staff to confirm the number of available licenses. As of January 1, 2024 there were licenses available.

### **Is there a size limit on a commercial cannabis facility?**

Yes. The maximum square footage per cannabis permit is 22,000 square feet of building area.

### **Where can a licensed cannabis business be located in the City?**

A licensed cannabis business can be located within the Industrial Commercial (IC) or Industrial (I) zones of the City. Please refer to the [Cannabis Zoning Map-PDF \(baldwinpark.com\)](#)

The City's Municipal Code Chapter 127 and Zoning Code Section 153.120.580 sets sensitive use and location restricts that apply to each type of commercial cannabis activity. Refer to Chapter 128 for additional regulations for retail cannabis. A site must be identified to submit an application.

### **Where can I obtain a City application?**

The application is available online at [Planning Division | Baldwin Park, CA](#). **Prior to submittal of an application, please consult with Planning staff to ensure a complete application submittal for processing.**

### **What is the application submittal process?**

**Step 1:** Submit a complete application to the Planning Division on the 2<sup>nd</sup> Floor of City Hall on Monday through Thursday during the planning counter hours as indicated on the city website. Backgrounds and fingerprinting are conducted after planning staff has reviewed the application for completeness and to verify the site is in compliance with the City's Municipal Code. Backgrounds and fingerprinting forms will be obtained from the Planning Division. Applicant will be notified within 30 days if additional information is needed. Once the application is deemed complete the application will proceed to Step 2.

**Step 2:** The Baldwin Park Police Department conducts a full background check on all principals or owners of the proposed commercial cannabis business. This may take approximately 6 weeks to be completed. Applicants will be notified of the results of background checks. If the City elects to move forward with application Step 3 will commence.

**Step 3:** Applicant will be contacted by the city's special counsel to discuss the terms of the Commercial Cannabis Agreement. This draft document must be completed prior to the project will be scheduled for a public hearing before the City Council. This may take approximately 4 weeks.

**Step 4:** Public hearing before the City Council to consider the application and entering into a commercial cannabis agreement with the applicant for the proposed commercial cannabis activity at the proposed location. The City Council will make a decision at this hearing. This may take approximately 4 weeks.

Step 5: Commercial Cannabis Agreement is recorded with the Los Angeles County Recorders and a Notice of Exemption is filed with the Los Angeles County Clerk.

Step 6: Initial permitting fees are paid to the City and applicant is approved to proceed to Plan Check with the City, LA County Health Department, and LA County Fire Department.

Step 8: Once plans are approved by the City, LA County Health, and LA County Fire, building permits are issued.

Step 7: Upon completion of improvements, final inspections and issuance of Certificate of Occupancy, applicant is able to apply for a Business License with the City of Baldwin Park with the Finance Department on the 2<sup>nd</sup> Floor of City Hall on Mondays through Thursdays from 8:00am to 5:00pm.

**What is the application fee?**

The application fee is a \$50,000.00 deposit in addition to a background check fee of \$937.50 per person and a live scan fee of \$48 per person. Any remainders of the application deposit will be refunded at the end of the project.

**Is the application fee refunded if the business is denied a permit?**

No.

**Is there a City tax?**

Yes.

**Can I operate a cannabis business with only a State or City license?**

No. A license from both the State and the City must be obtained before operating a cannabis business.

**Which State of California agencies issue licenses for cannabis businesses?**

The Bureau of Cannabis Control (BCC) is responsible for licensing retailers, distributors, testing labs and microbusinesses.

The Manufactured Cannabis Safety Branch, a division of the California Department of Public Health (CDPH), is responsible for licensing the manufacturers of manufactured cannabis products.

CalCannabis Cultivation Licensing, a division of the California Department of Food and Agriculture (CDFA), is responsible for licensing cultivators of cannabis.

**Where can I find additional details or information?**

Additional information on application requirements are contained in the application as well as in the commercial cannabis ordinances available online at <https://www.baldwinpark.com/planning>.