

Northfield Township Marihuana Facility Permit Application Frequently Asked Questions. Final Update - January 21, 2019

NORTHFIELD TOWNSHIP MARIHUANA FACILITY PERMIT APPLICATION FAQ:

NOTE: The following questions have been answered based on the best available information, and best practices for planning and zoning, at the time of question submittal. The Township makes no guarantee that the answers contained herein are not subject to change. Additional information in the future may necessitate a modification to these responses. If so, the Township will update this document (January 8, 2020). The final update to this FAQ was posted on January 21, 2020, including questions received through January 21, 2020, 3:30 P.M.

1. **Our parcel is going to submit an application for a class A grow permit. My question is, do we need to have a residence on the property before the “structure” or does this fall under farming which allows a barn to go up without a residence?**

Marihuana growing (all classes) is a principal use. A residence is not required.

2. **I was wondering if Northfield Twp. is allowing provisioning centers to partake in home delivery or not.**

Northfield Township Marihuana businesses must comply with all rules and regulations established by the State of Michigan.

3. **I assume that a complete site plan review package is required for the initial application due by January 24, 2020. If it is determined the application is completed and acceptable, will there be a separate deadline for the site plan and conditional use application?**

The Township will first determine if the permit applications are complete and contain all required information. Once this determination is made applicants will be advised to submit a site plan and conditional use application.

4. **Since a facility plan is required at the time of application, what types of drawings are required as part of the facility plan? Floor Plan, Site Plan Exterior Elevations? I am trying to determine how much information is required in the first phase**

Please submit all information prepared for the State pre-qualification process. In an effort to be environmentally friendly, the Township will accept this material on a CD-R or jump drive with the hard copy of the application.

The following information will be required as part of the site plan review process: floor plans, elevations, setbacks, drainage, lighting and any other information required for a site plan review. Please refer to section. Sec. 36-867. - Criteria of site plan review.

5. **We have identified a property we would like to pursue for temporary events; however, we can't go too far until we have a better sense as to how Northfield plans to move forward with cannabis events.**

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Currently, marihuana events are not permitted in the Township. Please refer to the marihuana ordinance to see which uses are permitted. Marihuana uses listed within the ordinance are the uses currently permitted.

- 6. I just want to know in an agricultural zone what can you do or is there anything you can do regarding grow.**

The uses that are permitted in the Agricultural Residential District include:

- *Growers, excluding Medical Class C, Recreational Class C, and Medical Class B.*

- 7. I also have one other question to regarding a caregiver license. If that can be done in an agricultural district.**

Registered Primary Caregivers are permitted as a home occupation pursuant to section 36-64. Section 36-729 also will apply. Home occupations are permitted in the Agricultural district.

- 8. It appears that after all applications are submitted, there will be a lottery for an ordering of consideration. Is that correct? How does the point system relate to the lottery?**

To protect and preserve public health, safety and welfare, the Township is conducting a lottery to determine the order in which Marihuana Facility applications will be processed. Each Marihuana Facility Permit Application received will be considered.

For the second phase of review, Marihuana Facility Permit Applications that are found to be complete, will be invited to submit site plan and conditional use applications. The merits of each application will be considered during the site plan and conditional use review by the Planning Commission and Township Board.

- 9. If an applicant is the number 1 applicant for consideration, does it then matter if the applicant either participates in the MFLVDA and/or the Marihuana Facility Scoring Evaluation since the applicant is already number 1 for consideration and if the application is complete and complies with Twp. requirements?**

All permit applications will be processed. The MFLVDA and/or the Marihuana Facility Scoring Evaluation will be considered during the site plan and conditional use approval, along with all other planning and zoning regulations and procedures.

- 10. How does the Marihuana Facility Scoring Evaluation impact an applicant's application and chance for approval?**

All applications will be required to receive site plan and conditional use approval prior to issuance of a marihuana facility permit. Planning Commission will consider the merits of

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the proposal, including the results of the Marihuana Facility Scoring Evaluation during review of the site plan and conditional use application.

The application with the highest number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application.

11. If applicant agrees to MFVLDA number 2 for local economy and commits to hiring Northfield Twp. residents but then cannot find enough employees, will there be any adverse impact or penalty?

The MFVLDA is a voluntary agreement. The Township would expect that the business makes a continued effort to comply with the agreement.

Permits must be renewed every year and may be revoked according to section 23-10. Permits may be revoked for false or misleading information, as follows:

SEC 23-10. - PERMIT REVOCATION. (2) A permit application contains any misrepresentation or omission of any material fact, or false or misleading information, or the applicant has provided the Township with any other false or misleading information related to the facility;

12. Zoning Compliance Permit appears to require a site plan. Is that correct, and is a site plan needed with the application or can that come after approval for location?

Site plans that describe your proposed improvements are not required with the Marihuana Facilities permit application or the Zoning Compliance application. The Zoning Compliance application asks for two copies of a "scaled site plan." The Township typically accepts scaled survey's that show the exiting conditions of the site. Plot plans or sketch plans are also acceptable.

13. Is Jomar drive in the correct zoning for a marijuana grow? (Updated Response 1/13/20)

Yes, Jomar Drive is in the Research/Technology/Manufacturing District. The marihuana facilities permitted in this district are Growers, Processors and Safety Compliance Facilities. Growers are permitted, excluding Medical Class A, Recreational Class A, and Recreational Class B

14. Will permits be transferable to a different location or entity once issued?

Permits will be transferable to different locations; however, site plan and conditional use approval will be required at the new location.

15. How does the lottery for selecting applicants for the next step in the process and the MFVLDA relate?

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To protect and preserve public health, safety and welfare, the Township is conducting a lottery to determine the order in which Marihuana Facility applications will be processed. Each Marihuana Facility Permit Application received will be considered. Complete applications will be eligible to submit site plan and conditional use applications. The merits of each application will be considered during the site plan and conditional use review.

16. If the Application drawing is based on random chance, then when does the MFVLDA come into play?

To protect and preserve public health, safety and welfare, the Township is conducting a lottery to determine the order in which Marihuana Facility applications will be processed. Applications considered complete will be invited to submit site plan and conditional use Applications.

The Township may request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield.

The application with the highest number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application.

17. Does whether an applicant checks the MFVLDA box impact if they get into the lottery? (Updated Response 1/13/20)

To protect and preserve public health, safety and welfare, the Township is conducting a lottery to determine the order in which Marihuana Facility applications will be processed. Each Marihuana Facility Permit Application received will be considered, including applications that do not check the MFVLDA.

If applicants check the MFVLDA, applications with a higher number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application. Applications that do not check the MFVLDA will not be eligible to receive this consideration.

18. The narrative suggests that being in the MFVLDA “may” impact selection, but how and when will the township use that information?

The application with the highest number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application.

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- 19. I do not see the community engagement language in the Northfield Township Ordinance but I do see community engagement language in the Scoring Rubric. I want to attribute the Ordinance in my client's application, but I can't find any ordinance (section) to attribute the language to my client's application preparation.**

The community engagement information will be considered during the site plan and conditional use approval, along with all other planning and zoning regulations and procedures. The Township recommends that applicants provide as much detail as possible when filling out the Marihuana Facility application. The details requested in the application and the application procedures have been designed to protect public health, safety, and welfare, as authorized by the Michigan Regulation and Taxation of Marihuana Act, the Michigan Marihuana Facilities Licensing Act, and the Michigan Zoning Enabling Act.

SEC 23-6. - APPLICATION REQUIREMENTS FOR AN ISSUANCE OF TOWNSHIP PERMIT. An application for a new annual permit for a marihuana facility shall be submitted to the Township Clerk, or designee, on an application form provided by the Township. The Township Manager shall create an application and procedure to protect the public health, safety, and welfare of Township residents and applicants, as authorized by the Michigan Regulation and Taxation of Marihuana Act, the Michigan Marihuana Facilities Licensing Act, and the Michigan Zoning Enabling Act. The Manager is further authorized to establish a time period for accepting initial permit applications.

- 20. I am wondering if the aspects of the application which are included within the scoring criteria (business plan, staffing plan, evidence of community outreach, etc.) must be part of that submission, or if they are meant to be provided at a later date as part of the Conditional Use application.**

The Township will accept all applications. Please provide as much information as possible at the time of application. The Township may request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield.

- 21. What is meant by "Facility Name" (page 1)? Does this mean the applying entity that is on LARA pre-qual, i.e. the company or the person?**

Yes.

- 22. Zoning Compliance Question: does this need to just be the completed application OR do we need to have already applied and obtained a permit?**

Just the completed application.

- 23. Random drawing on 1-28-20. Does drawing dictate the order in which applications are reviewed for completeness?**

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Yes.

- 24. It's my understanding that once notification of completeness is communicated, the site plan and conditional use applications are due at this point. How much time is allowed from notification of completeness to submittal of site plan and conditional use applications?**

Applicants that have been notified of providing complete application materials will be invited to submit site plan and conditional use applications to the Township.

- 25. LARA has a pre-qualification for Recreational sales and a pre-qualification for Medical sales and they are different. What pre-qualification documentation is required for submission?**

Please provide the pre-qualification documentation relevant to the type of permit requested.

- 26. Local Residency: The document as a whole requires a 3-year commitment. What happens if the applicant meets all 3 local resident commitments at the time of application, but after a year one of the local resident owners dies or has financial troubles and wants to sell? Would they have to give up their license which can cost them millions of dollars?**

The residency requirement will be evaluated based on the ownership at the time of application.

The MFVLDA is a voluntary agreement. The Township would expect that the business makes a continued effort to comply with the agreement.

Permits must be renewed every year and may be revoked according to section 23-10. Permits may be revoked for false or misleading information, as follows:

SEC 23-10. - PERMIT REVOCATION. (2) A permit application contains any misrepresentation or omission of any material fact, or false or misleading information, or the applicant has provided the Township with any other false or misleading information related to the facility;

- 27. How are distances measured as it relates to separation from sensitive uses? Parcel to parcel, building of marijuana facility to parcel, building to building, door to door?**

Per the ordinance, distances will be measure from property line to property line.

- 28. The application requests that applicants submit "Prequalification Application Documents from LARA". I assume the Township is requesting a full copy of the state's prequalification application. I've reviewed the Township's ordinance, and I**

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haven't found additional clarification on this item. I was hoping you could clarify for me.

Will Northfield Township be requiring all attachments to the state's application? Including tax returns, bank statements, base questions, and other sensitive information. Does the Township have a procedure in place to prevent these materials from FOIA requests? As I'm sure you can appreciate, with three years of tax returns, 12 months of bank statements, social security numbers, and a whole host of other sensitive materials, some of my clients want to ensure that these materials will be handled delicately.

Alternatively, if the Township is only requesting some portion of the prequalification application, what portions are required?

Please provide as much information as possible at the time of application. If the applicant wishes to redact sensitive information, the Township may (or may not) request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield. In an effort to be environmentally friendly, the Township will accept this material on a CD-R or jump drive with the hard copy of the application.

No special procedure will be put in place for Marihuana Facility Applications with regard to FOIA requests. If the Township receives a FOIA request, the Township Attorney will be consulted prior to releasing information.

- 29. My question is regarding the scoring criteria provided at the end of the application documents. Do these scoring criteria need to be addressed within this initial application, due on January 24? Please let me know as soon as possible where and when these scoring criteria should be addressed.**

Please provide as much information as possible at the time of application. The Township may request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield.

The MFVLDA and the Marihuana Facility Evaluation will be reviewed for completeness along with the other information submitted with the Marihuana Permit Application. Applicants will be notified if their applications are complete and invited to submit site plan applications and conditional use applications. The results of the MFVLDA and the Marihuana Facility Evaluation will be considered by the Township Planning Commission and the Township Board during the review of the conditional use application.

The Township does not anticipate marihuana facility permit approval to be made solely on the MFVLDA or on the results of the Marihuana Facility Evaluation. Applicants must additionally meet all required site development and conditional use requirements. If site development requirements are met and conditional use requirements are met, the Township Planning Commission and the Township Board will have discretion on how to

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weigh the results of both the MFVLDA and the Marihuana Facility Scoring Evaluation during the review of the conditional use application.

30. The Notice of Application Procedures requires in 8.c. a “completed non-refundable Zoning Compliance application.” Additional information on the Procedures, page 2, indicates “The Zoning Compliance permit must be applied for and obtained from the Township Planning Department.” Does this mean:

a. Only the Zoning Compliance Application is required and to be included with the primary Marihuana Facilities Permit Application?

Yes.

b. Or the Zoning Compliance Application must be separately filed with the Township Planning Department?

No. Only one Zoning Compliance application is required. It must be filed with the Marihuana Facility Permit Application.

c. A second copy of the Zoning Compliance Application must also be filed with the Township Planning Department at the same time as the Marihuana Facilities Application?

No. Only one Zoning Compliance application is required. It must be filed with the Marihuana Facility Permit Application.

d. The request for a permit with the Township Application Department must be made but only after approval of the Marihuana Facilities Application?

No. Only one Zoning Compliance application is required. It must be filed with the Marihuana Facility Permit Application.

31. The fourth page indicates attachments required to include “Prequalification Application Documents from LARA.”

a. Are you requesting the prequalification approval from LARA or the application documents submitted to LARA?

We are requesting the prequalification approval and the preapplication documents.

b. If the documents submitted to LARA are requested, is just for the entity applying? If the documents submitted to LARA are requested, are they required for each individual owner of the entity? If the documents submitted to LARA are requested, are they required for the facility of business managers?

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They are required for all entities, individuals, or business managers that have submitted pre-approval documents to LARA. Applicants with partners that have not completed the prequalification process with LARA may submit applications; however, the Township may request more information or hold the application until such a time when the required pre-application documents can be provided to the Township.

- c. In our case, an entity will be applying for the license. Given the entity structure and the many related parties, the Prequalification Application Documents submitted to LARA are as much as 25,000 pages. The Township application says only hard copies and not electronic copies must be submitted and this will create an enormous application.**

In an effort to be environmentally friendly, the Township will accept this material on a CD-R or jump drive with the hard copy of the application.

QUESTIONS BELOW ADDED ON JANUARY 13, 2019

- 32. The Notice of Application Procedures number 4 provides that “applicants may request multiple permits per site” and that “applicants may file multiple applications.”**

Does this allow:

- a. Can a single applicant submit multiple applications for the same use at the same site? For example, Applicant A submits 2 applications for a marihuana retailer facility at the same address.**

All applications submitted will be processed.

Submitting multiple applications for the same site is strongly discouraged. The Township will only accept one site plan application and one conditional use application per site.

The Township reserves the right to exclude applications filed in duplicate.

- b. Can multiple applicants each submit an application for the same use at the same site, as long as they can show an interest in the property? For example, 2 applicants submit for the same use at the same site but only one would operate if approved.**

All applications submitted will be processed.

Submitting competing applications for the same site is strongly discouraged; however, the Township would need to review the applications to determine the ownership interest and precedence.

The Township will only accept one site plan application and one conditional use application per site.

The Township reserves the right to exclude applications filed in duplicate.

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33. Another question arose as to whether or not Northfield Township allows applicants to apply with multiple pre-quals pertaining to one property?

Yes. If the prequalification's are permitted in the district; for instance, Medical Class A Grower and Recreational Class A Grower; the Township would permit colocation of Facilities and permits on a site.

34. I see that the applications will be assigned by random drawing, but I also see that there is a Marihuana Facilities Scoring Criteria as well. How does that process work?

Scoring will be considered only in the review of Conditional Use application by Planning Commission and the Township Board. Higher scoring applications may be given precedence.

35. Will an applicant still be able to receive a positive determination of completeness if they do not submit narrative content that addresses the scoring criteria, found on pages 13-15 of the application procedures document, but do submit all of the information specifically asked for in application on pages 5-9 of the application procedure document?

Yes, it is possible; however, the Township may receive applications in excess of the number of available permits. Applicants who do not provide this information at the time of application may be considered incomplete, or be asked for additional information to evaluate.

a. If yes, will an applicant have an opportunity to submit narrative content that addresses the scoring criteria as part of the conditional use application process?

Additional information may be submitted with a conditional use application; however, the Township does not intend to revise the score of the MFVLDA or the Marihuana Facility Scoring Criteria after a Marihuana Facility Application considered complete.

36. Does someone applying for dispensary license have to already have an operating dispensary elsewhere?

No.

37. I want to know if a dispensary license can be sold or transferred and if there's a timeline associated with it.

No. A Township permit may not be sold or transferred to another person, business, or Entity. If a business is sold to a new owner, the new owner will be eligible to renew the annual permit.

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- 38. When I read the ordinances there are 2 places that I feel say something different I just want to clarify, what is the minimum acreage for a class A medical grow in the AR district?**

The Minimum Acreage for a Class A Medical Grower is 5 acres

- 39. Does Northfield require all supporting materials to the state app, including fingerprints and financial documents or simply the application form itself?**

Please provide as much information as possible at the time of application. If the applicant wishes to redact sensitive information, the Township may (or may not) request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield. In an effort to be environmentally friendly, the Township will accept this material on a CD-R or jump drive with the hard copy of the application.

- 40. I'm representing the owner (of an AR or I zoned property). There is a buyer that seems like a well vetted candidate that is interested in buying the property and using a portion of the property as a provisioning center. With (a GC zoned property) just up the street, would this be possible? Could we have a variance done on the property?**

Only the uses permitted in the Zone in which the property is located will be considered. The Zoning Compliance Application will be used to verify site zoning and proposed use. Property owners may file an application to rezone their property.

If a Marihuana Facility Application is filed for a use not permitted in the Zone, the Zoning Compliance Application will be denied and the Marihuana Facility Application will be deemed incomplete.

QUESTIONS BELOW ADDED ON JANUARY 21, 2020

- 41. I will be applying as a fully Licensed from the State of Michigan to operate Medical Marijuana. Do we still need to provide our prequalification letter from the State of Michigan?**

Yes.

- 42. Can you please let me know what the cashier check needs to be made out to (Northfield Township?) for the 5K Application fee? Also is there a 200 fee as well for each application? If so is that cashier check made out to same name?**

Northfield Township. Yes.

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43. Does a site plan need to be submitted with the permit applications on January 24?

No. The Zoning Compliance Application references a site plan but the Township accepts sketch plans and plot plans with Zoning Compliance Applications. Please submit the best information you have available.

44. Do you require all prequalification documents of supplemental applicants including bank statements, or just the applications themselves?

Please provide as much information as possible at the time of application. If the applicant wishes to redact sensitive information, the Township may (or may not) request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield. In an effort to be environmentally friendly, the Township will accept this material on a CD-R or jump drive with the hard copy of the application.

No special procedure will be put in place for Marihuana Facility Applications with regard to FOIA requests. If the Township receives a FOIA request, the Township Attorney will be consulted prior to releasing information.

45. If the permit application is found to be incomplete during phase 1 review, will the applicants lottery spot be held in place when the Township requests additional information from the applicant?

The Township does not intend to hold lottery spots. The random order will be assigned only to process the initial Marihuana Facility Application. Complete Marihuana Facility Applications will be eligible to submit Site Plan and Conditional Use Applications.

46. The MFVLDA information contained within the application advises that each voluntarily offered condition listed across 3 categories is of equal value. The example provided still leaves me with a little confusion, I am sorry if I am not reading the example correctly. There are three areas for an applicant to review, residency, local economy, and streamlined applications. Under each of these three categories are subcategories, is each subcategory worth "one point"? So, for residency, if an applicant were a township resident, they would receive 3 overall points for residency? Local economy seems to only have one possible selection with the same point value associated to each option. Streamlined applications has 2 potential points to earn. Have I made my assumptions correctly?

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- *Local Residency – 3 possible points*
- *Local Economy – 3 possible points (additive)*
- *Streamlined Applications – 2 possible points*
- *Total = 8 possible points*

47. If the location of the proposed facility is vacant land, how should I address the water supply statement below?

Article XXIV, Section 36-761(13) - "No required water supply and sanitary sewerage facilities shall be erected, altered, or moved upon a lot or premises and used in whole or in part for a marihuana facility unless it shall be provided with a safe, sanitary and potable water supply and with a safe and effective means of collection, treatment, and disposal of human excreta and domestic, commercial, and industrial waste. All such installations and facilities shall conform to the minimum requirements Washtenaw County, and any applicable statutes, ordinances, or regulations."

This question will be addressed during review of Site Plan and Conditional Use Applications.

48. The landscaping standards address plant species and size, but I'm not actually seeing numbers and location outside of the large-scale retail establishments. Is there a section of the Ordinance that I am missing?

This question will be addressed during review of Site Plan and Conditional Use Applications.

49. The zoning compliance application mentioned compliance with the dumpster screening standards. I do not see anywhere within the ZO the references dumpster screening standards. Could you direct me on this?

This question will be addressed during review of Site Plan and Conditional Use Applications.

50. What is the parking calculation for a medical marijuana provisioning center?
a. There is an existing gravel parking lot on the east side of the building. Will this need to adhere to the parking lot requirements of the Section 36.762.(b)(3) to be utilized for the proposed marijuana facility?

This question will be addressed during review of Site Plan and Conditional Use Applications.

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- 51. Do the voluntary points matter if an applicant is picked 1st, 2nd 3rd, etc? If an applicant is picked first, does it matter how many points they have?**

Yes, it matters. The random drawing is being held to determine the order in which Marihuana Facility Applications will be processed. Complete applications will be eligible to submit Site Plan and Conditional Use Applications. Merit based criteria will be considered during the Conditional Use review.

- 52. Can you shed some light on how the lottery process works in conjunction with the voluntary equity points?**

The random drawing is being held to determine the order in which Marihuana Facility Applications will be processed. Complete applications will be eligible to submit Site Plan and Conditional Use Applications. Merit based criteria will be considered during the Conditional Use review.

- 53. In regards to the prequalification requirement, do you expect to only accept applications from prequalified entities? Some such as my client wish to apply for a rev license, but due to the rules, they cannot apply for one until Nov. 2021. Can they submit the application to Northfield and then obtain their prequalification from the state and supplement the Northfield Twp app later?**

You may submit an application with as much documentation as possible. Township may request more information or hold the application until a such a time the information is provided. Applicants that are not yet able to meet the minimum criteria may not be considered by the Township of Northfield.

- 54. Regarding the initial submission 1/24/2019, are stamped and signed plans required?**

No.

- 55. Ideally, we would like to use the previously prepared survey and indicate all of the proposed modifications. We want to provide enough information for staff to be able determine completeness without investing tens of thousands of dollars in design work before we know if the project will be developed. Is this reasonable, or should we adhere with the full site plan application standards?**

A previously prepared survey is acceptable for the Zoning Compliance Application.

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56. interested to find out if there are any proof of insurance requirements with the Provisioning application?

Proof of insurance is not required at the time of submittal of the Marihuana Facility Application.

Documents Required prior to Legal Operation of the facility under a permit that has been issued:

- *Copy of State License*
- *Zoning Compliance Permit*
- *Certificate of Occupancy*
- *Insurance Documentation*

57. Please clarify the relationship between the Zoning Compliance application, the Site Plan application, and the Conditional Use application. My understanding of the application procedure is that by 4:30 PM on January 24, 2020, a Zoning Compliance application must be submitted, but the Site Plan and Conditional Use applications do not need to be submitted at that time. Is this correct?

Yes, that is correct. The Zoning Compliance Application is the first step in the site development process.

- a. If my understanding in (1) above is correct, what is the timeline for submitting the Site Plan and Conditional Use applications following a successful determination of the completed Marihuana Facility application and Zoning Compliance application?**

The Township intends to notify persons submitting applications of application completeness on or before February 28, 2020. Applicants will be eligible to submit Site Plan and Conditional Use Applications following notice of application completeness.

58. For item #3 on the Pre-Application Questionnaire, what constitutes sufficient evidence of legal possession or ownership of the business location? For example, will it suffice if the property is under contract/purchase agreement at the time of submission of the application?

Yes, contract / purchase agreement will be accepted as proof of ownership.

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59. I see that the applications will be assigned by random drawing, but I also see that there is a Marihuana Facilities Scoring Criteria as well. How does that process work?

The Marihuana Facility Application will be assigned a random order for processing of the application. The MFVLDA and Facility Scoring criteria may be considered for providing precedence to an application by the Township Planning Commission or the Township Board during the Conditional Use Application review.

Consider the following order for establishing precedence between the different application procedures:

<i>Criteria Precedence</i>	<i>Criteria</i>	<i>Criteria Effect</i>	<i>Decision Made By</i>
1	<i>Marihuana Facility Application</i>	<i>Marihuana Application is complete</i>	<i>Township Administration</i>
2	<i>Zoning Compliance Application</i>	<i>Site is in correct zone and can meet zoning requirements (eligible to submit site plan and conditional use applications)</i>	<i>Zoning Administrator</i>
3	<i>Conditional Use Application</i>	<i>Site meets conditional use standards and a public hearing has been held</i>	<i>Planning Commission (recommendation) Township Board</i>
4	<i>Site Plan Application</i>	<i>Site can be designed to meet Township, County, and State land use regulations.</i>	<i>Planning Commission</i>
5	<i>Marihuana Facility Application: MFVLDA</i>	<i>8 points assigned. Planning Commission or the Board may give a high score precedence.</i>	<i>Planning Commission (recommendation) Township Board</i>
6	<i>Marihuana Facility Application: Facility Scoring Application</i>	<i>20 points assigned. Planning Commission or the Board may give a high score precedence.</i>	<i>Planning Commission (recommendation) Township Board</i>
7	<i>Marihuana Order Marihuana Facility Application Received</i>	<i>The Township will additionally have this data available to establish precedence if / when needed</i>	<i>Planning Commission Township Board</i>

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60. In the Marihuana Facilities Permit Application, is it a requirement that there be a facility or business manager known at the time of submission of the application?

Yes, for any operation that is not proposed to be run by the "Owner."

61. In the Marihuana Facilities Permit Application "Security Measures" section, if appropriate security measures have not been installed at the time of submission of the application, is it acceptable to write that the anticipated date of installation is "prior to the date of inspection"?

Yes, this criterion can be addressed during review of Site Plan and Conditional Use Applications and installed prior to Legal Operation.

62. In the Northfield Township Marihuana Facility Voluntary Local Development Agreement, Section 3 "Streamlined Applications" Part B, isn't an applicant already required to participate in the Marihuana Facility Scoring Evaluation as part of the Conditional Use approval process? If so, how could an applicant volunteer in said approval process? Please explain.

The Marihuana Facility Scoring Evaluation will only be completed for applicants who agree to it as a voluntary condition offered in the MFVLDA. Please see question 59, which addresses criteria precedence.

The application with the highest number of checked voluntarily offered conditions may receive application consideration precedence by Planning Commission or the Township Board during review of the Conditional Use Application.

63. In the Marihuana Facility Scoring Evaluation "Community Outreach" section, can you please explain/provide pertinent details regarding the community commitment program?

It is up to each applicant to determine what to offer regarding a community commitment program.

64. In the Marihuana Facility Scoring Evaluation "Public Safety" section, does "Total – Master Plan" simply refer to the two (2) possible points that can be received under "Public Safety" or does it refer to something else?

Yes, this should read "Total Public Safety."

65. Does the definition of "retailer" under Ordinance No. 19-67 encompass both recreational and medical marihuana or solely recreational marihuana?

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The term “Retail” is used to refer to recreational Marihuana and the term “Provisioning Center” is used to refer to medical marihuana.

66. Does the definition of “provisioning center” under Ordinance No. 19-67 solely apply to medical marihuana?

The term “Retail” is used to refer to recreational Marihuana and the term “Provisioning Center” is used to refer to medical marihuana.

67. In Ordinance No. 19-67, Section 23-7(2)(c), is it sufficient for an applicant to provide a commitment of the required insurance with submission of the application, or must an applicant have purchased the insurance policies on or before submitting the application?

Proof of insurance is not required at the time of submittal of the Marihuana Facility Application.

Documents Required prior to Legal Operation of the facility under a permit that has been issued:

- *Copy of State License*
- *Zoning Compliance Permit*
- *Certificate of Occupancy*
- *Insurance Documentation*

68. There are 20 possible points to be scored. Will Northfield Township score in fractions of points or solely score in whole numbers?

The Township may choose to allocate partial credit to criterion that is addressed top the best of applicant’s ability at the time of application.

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69. Who would be awarded a conditional license in the example below and why?

Example A: Once the application period closes, the Township scores 5 applicants for 3 available retailer licenses that are available - below are the results. I've added the lottery results as well.

License type applied: Recreational Retailer

Lottery Position	Applicant	Score Evaluation (out of 20)	MFVLDA Score (out of 8)	Conditional License Issued
1	Green Ice Inc	20/20	1/8	Yes or No?
2	Mary Jane, LLC	19/20	2/8	Yes or No?
3	MJ Dank, LLC	19/20	3/8	Yes or No?
4	GreenCult, LLC	18/20	7/8	Yes or No?
5	Fly High Inc	14/20	8/8	Yes or No?

The Township Administration cannot answer this question because the decision to issue a Conditional Use Permit is made by the Township Board following a recommendation by Planning Commission and a Public Hearing by Planning Commission. Any or none of the applicants above may receive a Conditional Use Permit. Please see question 59, for more information the order for establishing precedence between the different application procedures.