

## Cannabis Retail Stores

Effective Date: March 7, 2023  
Last Revised:

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### 1. Policy Statement

The City of Pitt Meadows will consider cannabis retail licenses on a case-by-case basis, using set guidelines and procedures that protect public safety and ensure adequate public engagement and procedural fairness.

### 2. Purpose

This policy establishes:

- (a) evaluation criteria to guide Council's decision making when considering cannabis retail licence applications; and
- (b) administrative procedures for the processing of such applications.

### 3. Scope

This policy applies to applicants for Cannabis Retail Store licences and Producer Retail Store licences.

### 4. Definitions

In this policy,

- (c) **LCRB** means Liquor and Cannabis Regulation Branch of the Province of British Columbia.
- (d) **Cannabis Retail Store licence** means that form of licence as defined by the LCRB. A cannabis retail store licence allows licensees that are not located at federal cultivation sites to sell non-medical cannabis and cannabis accessories in B.C.
- (e) **Producer Retail Store licence** means that form of licence as defined by the LCRB. A producer retail store licence allows federal producers to sell cannabis and cannabis accessories in stores located at their production site.

- (f) *Urban Containment Boundary* means that area of the City designated as such in the Official Community Plan.

## 5. Policy

- i. Cannabis Retail Store licences will be considered by Council on a case-by-case basis through a Zoning Bylaw text amendment process. Applications will be evaluated using criteria identified in this policy.
- a) The evaluation criteria outlined below are intended to minimize exposure for children and youth, provide safe and secure opportunities for the public to access cannabis, and ensure that cannabis retail stores fit within existing neighbourhoods. Consideration will also be given to land uses in neighbouring municipalities when applying separation-based criteria.
- b) A site proposed for a Cannabis Retail Store must be:
- Located within the Urban Containment Boundary;
  - Designated as Highway Commercial, Community Commercial, or Town Centre Mixed Use in the land use designations map of the Official Community Plan;
  - Located at least 500 m from another cannabis retail store in Pitt Meadows (as measured in a straight line from the primary retail entrance to the primary retail entrance); and
  - Located at least 200 m from the property line of a school, playground, or sports field.

In evaluating the distance criteria in section 5(i)(b), consideration will be given to potential impacts of geographical and physical barriers such as rail corridors, bridges, rivers, major roads and highways.

- c) In addition to the distance criteria identified in section 5(i)(b), the following factors will be considered in the evaluation of a rezoning application for a cannabis retail sales use:
- Separation from places frequented by children or youth (e.g., recreation centres, parks, daycares, community gathering spaces, etc.);
  - Potential impacts to residents, if the proposed use is to be located in a building with a mix of commercial and residential uses;
  - Access for vehicles, including potential traffic impacts and parking availability;

- Access for pedestrians and cyclists, including proximity to public transit;
  - The proposed size of the outlet is appropriate to the site's context; and
  - Appeal of the storefront and fit with the neighbourhood context (e.g., building materials and colours, awning style and colours, discreet signage, window appearance – permanent security bars are discouraged).
- ii. Cannabis Producer Retail Store licences will be considered by Council on a case-by-case basis through the LCRB referral process. Applications will be evaluated using criteria identified in this policy.
- a) The evaluation criteria outlined below are intended to provide an opportunity for cannabis producers to sell their products if disturbance to surrounding agricultural land and farm operations is minimized to an acceptable level.
  - b) A site proposed for a Producer Retail Store must be:
    - Be located within an existing building or structure;
    - Have a maximum gross floor area of 300 m<sup>2</sup> for the retail store;
    - Provide sufficient parking on site for customers and employees. Parking should be non-permanent and not interfere with the agricultural productivity of the property; and
    - Be on a property classified as "farm" by BC Assessment.
  - c) In addition to the criteria defined above, the following factors will be considered in evaluation of a referral application for a Producer Retail Store licence:
    - Separation from places frequented by children or youth (e.g., recreation centres, daycares, community gathering spaces, etc.);
    - Separation from a school, sports field, or playground; and
    - Potential impacts to nearby residents.

## 5.1. Procedures and Guidelines

- a) **Cannabis Retail Store licences** will be considered by Council on a case-by-case basis through a Zoning Bylaw amendment application, as outlined in Schedule A. Zoning Bylaw amendment applications for Cannabis Retail Stores will follow the standard public consultation

processes required by the City for all Zoning Bylaw amendment applications, including a Public Hearing and a Development Information Meeting, if directed by Council. Applications will be reviewed using the evaluation criteria outlined in Section 5(i) above and brought forward for Council consideration and ensuing public consultation processes. If Council approves the application and adopts a bylaw to amend the Zoning Bylaw to permit a cannabis retail use at the subject location, a positive recommendation will be provided to the LCRB. If an application is not approved, a negative recommendation will be provided to the LCRB.

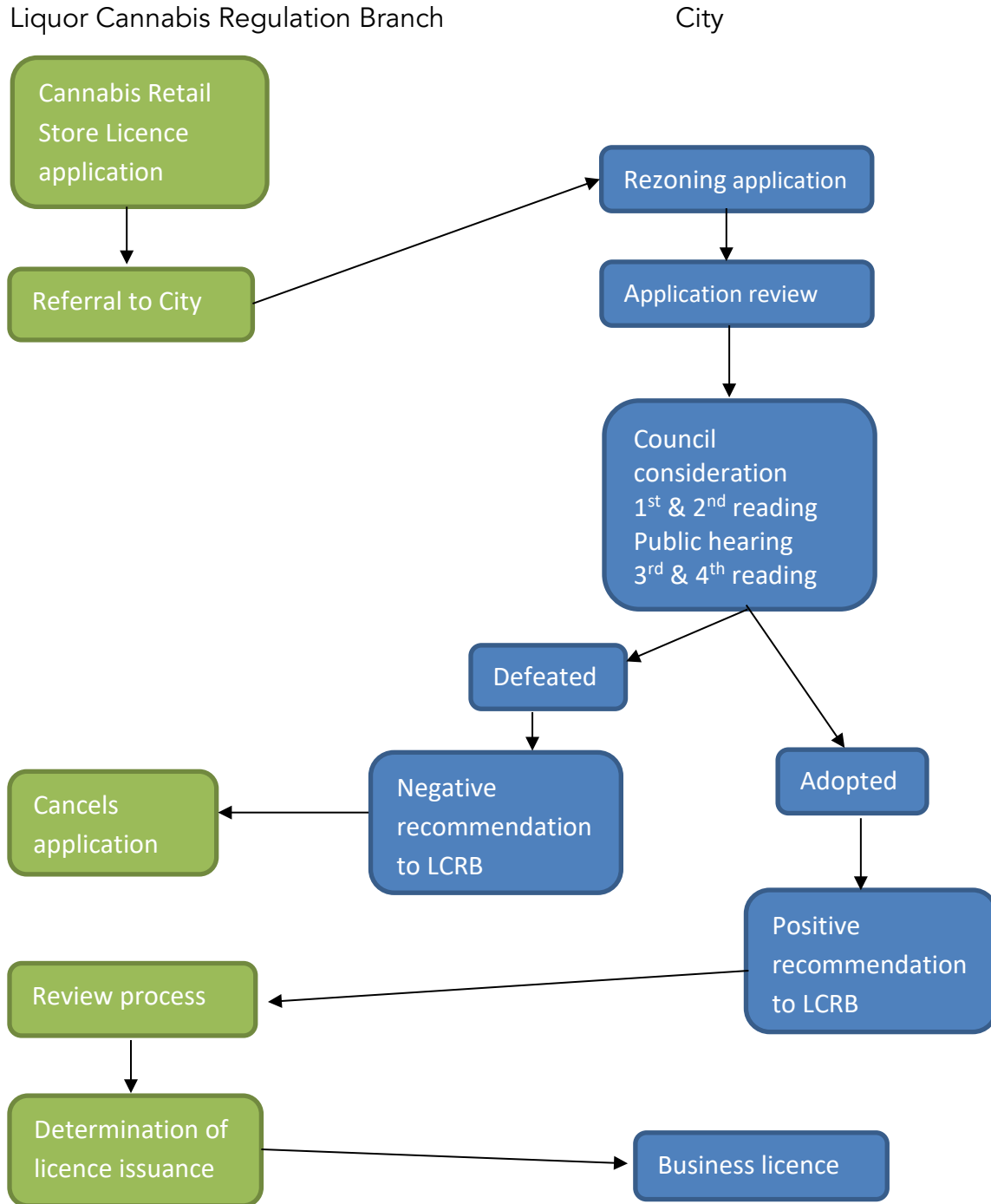
- b) In cases where the City has received a referral from the LCRB for a new Cannabis Retail Store licence at a location where a cannabis retail use is already permitted, the views of nearby residents must be gathered in accordance with the LCRB regulations. As outlined in Schedule B, the referral will be brought forward for initial Council consideration, along with a recommendation regarding consultation (e.g. public hearing, written notice). Once the consultation is complete, the application will come back to Council to determine if a positive or negative recommendation will be provided to the LCRB.
- c) **Producer Retail Store licences** will be considered by Council on a case-by-case basis, as outlined in Schedule B. Applications will be reviewed using the evaluation criteria outlined in Section 5(ii) above and brought forward for initial Council consideration, along with a recommendation regarding consultation (e.g. public hearing, written notice). Once the consultation process is complete, the application will come back to Council to determine if a positive or negative recommendation will be provided to the LCRB.

## 6. Related Policies

Other related policies include:

- (a) Council Policy C015 Development Information Meetings

Schedule A: Application procedures for new Cannabis Retail Store licence referrals where rezoning is required



Schedule B: Application procedures for new Producer Retail Store licence referrals and for new Cannabis Retail Store licence referrals where rezoning is not required

Liquor Cannabis Regulation Branch

City

