City of SACRAMENTO
Community Development

300 Richards Blvd., 3rd Floor
Sacramento, CA 95811

Help Line: 916-264-5011
cityofsacramento.gov

CORE Participant Cannabis Pre-Application Meeting Request

A CORE Participant Pre-Application Meeting is a free service for CORE participants, intended to help determine if a potential site is suitable for cannabis business activities. The primary focus of the meeting will be the Conditional Use Permit process; however, city staff involved in subsequent regulatory review steps (e.g., building permit, business operating permit) will participate as well. An overarching goal is to provide early input to reduce the risk (i.e., time and money) involved in the discretionary permit review process.

To request a CORE Participant Pre-Application Meeting, please complete this form and email it to planning@cityofsacramento.org. Once received, a city staff member will confirm CORE participant status and identify a meeting date to discuss the proposed project.

Project Site Information

Site Address(es):	
Assessor's Parcel Number(s):	

Property Owner Information

Name:			
Phone:		Email:	

CORE Participant Information

Name:			
Phone:		Email:	

Proposed Type of Cannabis Activity

Please select each box that corresponds with the proposed cannabis business activity.

- ☐ Cannabis Cultivation – Any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.
- ☐ Cannabis Distribution – The procurement, sale, and transport of cannabis and cannabis products between cannabis businesses.
- ☐ Cannabis Manufacturing – The production, preparation, propagation, and compounding of cannabis and cannabis products. Cannabis manufacturing includes the extraction process, the infusion or mixture of cannabis into another substance, the preparation of an edible item that contains cannabis, and the packaging and labeling of cannabis or cannabis products. This use can include volatile or non-volatile manufacturing.
- ☐ Cannabis Processing – All activities associated with the drying, curing, sifting, grading, trimming, rolling, storing, packaging, and labeling of cannabis or nonmanufactured cannabis products.
- ☐ Cannabis Testing – Performing scientific analysis of cannabis or cannabis products to determine its chemical profile, the presence of contaminants, or other similar data.
- ☐ Cannabis Dispensary – Includes both storefront cannabis dispensary and delivery-only cannabis dispensary, as defined in Chapter 5.150 of the Sacramento City Code.
- ☐ Cannabis Consumption – Any activity involving the consumption of cannabis or cannabis products.

☐ Microbusiness – A vertically-integrated cannabis business in which at least three of the four following activities take place in one facility: cultivation up to 10,000 sq. ft.; non-volatile manufacturing; retail (storefront and delivery-only dispensary); distribution.

Submittal Requirements
Please provide as much information as possible to assist staff during the pre-application meeting process. At a minimum, a project narrative (below) is required; however, providing additional information will allow for more specific feedback about a project site. Additional information can include a preliminary site plan showing the location of a building on a site relative to other nearby buildings and streets, a floor plan showing the size and location of business activities, a map of surrounding uses, questions regarding the use permit process, etc.

Project Narrative
Please provide a description of proposed business activities below. Please append any additional information, including plans, to this application as an attachment.

Applicant Affidavit
A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the application can be accepted.

- I understand and agree that any report, study, map or other information submitted to the City in furtherance of this Preliminary Application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy may be provided by the City to any person.
- I understand that there is no guarantee, expressed or implied, that any permit or application will be granted. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.

Print Name: _____

Signature: _____ Date: _____

Office Use Only

Staff: Intake Date:

Meeting Time and Date:

Meeting Notes: