

County of Ventura

Cannabis Land Use / Entitlement Permit (Zoning Clearance)

Applications Submission

Applications for a Cannabis Land Use/Entitlement Permit (i.e., Zoning Clearance) must be submitted to the County Planning Division at the following e-mail address: cannabis.rma@ventura.org. A copy of the Zoning Clearance application materials and associated instructions can be found at: <https://www.ventura.org/cannabis/businesslicense/>. Among other required materials and documents, a copy of the complete Cannabis Business License application must also be submitted with the Zoning Clearance application. Incomplete applications will not be processed and will be returned to the applicant.

The Zoning Clearance application must be accompanied by a \$1,500 Flat Fee. Payments must be made by a certified check, cashier's check or money order made payable to the County of Ventura. Please note the County will not accept cash or credit cards.

Mailing Address:

County Executive Office
800 S. Victoria Ave., L#1940
Ventura, CA 93009

Application Process – Land Use/Entitlement Permit (i.e., Zoning Clearance)

Cannabis Activity Zoning Clearance applications must be submitted to the County Planning Division along with all required fees. Within 30 days the application will be reviewed to determine if it includes all required information and complies with Sections 8105-4, 8105-5, 8107-47, and all other applicable provisions of the Ventura County Non-Coastal Zoning Ordinance. The County Planning Division will notify the County Executive Office of the Zoning Clearance approval.

If the County Planning Division, at any time during the application review period, determines that the Zoning Clearance application does not include all required information, it will promptly notify the applicant of the deficient application elements and establish a timeframe for the applicant to provide the County Planning Division with the missing documents or information. No further action will be taken by the County Planning Division until the missing documents or information are submitted by the applicant. If the applicant fails to provide the requested information in the established timeframe, the Zoning Clearance application will be deemed

abandoned. No fees will be refunded for abandoned applications. The County Planning Division will notify the County Executive Office of the Zoning Clearance application abandonment.

Cannabis activities authorized under an approved Zoning Clearance may not commence until the appropriate state license(s) has been obtained, a county business license has been issued, all required construction and equipment have been installed and permitted, and all required operating policies and procedures have been implemented.

Approved Cannabis Activity Zoning Clearances run with the land and continue in effect until the permitted activity ceases for a period of six months, or the state license(s), county business license(s), or Zoning Clearance has been nullified, suspended, revoked, or expired.

Prior to submitting a Zoning Clearance application, applicants should review Non-Coastal Zoning Ordinance Section 8111-1.1 (Ministerial Entitlements and Modification), which includes 10 required findings the County Planning Division must make in order to issue a Zoning Clearance, and Section 8111-2 (Filing and Processing of Application Requests) , which includes adopted procedures on how applications are processed. The Non-Coastal Zoning Ordinance can be viewed at the following link:

https://docs.vcrma.org/images/pdf/planning/ordinances/VCNCZO_Current.pdf.

For additional information please visit: <https://vcrma.org/commercial-cannabis-activity-zoning-clearance-application>