



## CITY OF EASTPOINTE

MUNICIPAL OFFICES  
23200 GRATIOT AVENUE  
EASTPOINTE, MI 48021

### MEDICAL MARIHUANA FACILITIES APPLICATION INFORMATION

The City of Eastpointe Medical Marihuana Facility Application and related documents, including applicable ordinances and maps, are available on the City's website:

[www.cityofeastpointe.net](http://www.cityofeastpointe.net);

**Building Department**

**'Medical Marijuana Information'**

**Deadline for Submittal of Responses is:**

**Wednesday, December 15, 2021, at 2:00 p.m.**

**City Clerk, 23200 Gratiot Ave., Eastpointe, MI 48021**

**General Information:**

Specific questions about Ordinance requirements or the related maps are to be directed to the City Attorney, Richard Albright at:

[ralbright@ihrieobrienlaw.com](mailto:ralbright@ihrieobrienlaw.com); or 586-778-7778

Other questions may be emailed to the Deputy City Clerk, [kpurcell@eastpointecity.org](mailto:kpurcell@eastpointecity.org). Answers will be posted on the website.

City staff are not able to answer questions about the Applications or the process.

All Committee activity, the review for 'Completeness,' then the review for 'Approval,' will be done at pre-scheduled, meetings that will be open to the public.

A court reporter will be recording the proceedings at all meetings of the Committee.

**Proposed Facility Locations:**

The proposed facility must be a freestanding building.

If a proposed facility will encompass more than one legal parcel, all parcels involved must be combined into one legal parcel or individual plot of land. The combination may be completed after approval for a medical marihuana facility license, but final approval by the City is contingent on the completion of the combination of parcels and identification of the new legal parcel, including street address, parcel identification number and legal description.

Applicants will be required to submit professional documents with their Application responses regarding the eligibility of the proposed property as it pertains to buffer zones and the required distances from the facility doorway to the property line of the buffered use, pursuant to Ordinance 1183.

- A ‘to scale’ drawing of the property and building identifying where the ingress/egress doorway to the proposed facility is to be located.
- The drawing must clearly show the dimensions from the ingress/egress doorway to the property of any buffered use following Ordinance 1183, Section 50-261(3).
- The drawing must be signed and sealed by a professional surveyor licensed in the State of Michigan.

Only Applications meeting the required buffered distances will be eligible for review for Approval by the Committee.

**Submittal of Application Responses:**

Application responses must be hand-delivered to the City Clerk’s Office prior to the scheduled deadline date and time:

**Wednesday, December 15, 2021, at 2:00 p.m.**

**City Clerk, 23200 Gratiot Ave., Eastpointe, Michigan 48021**

Applications and all related submittal documents must be in a sealed envelope, box or other container with the name of the Applicant, the proposed property address, and the type of facility.

Applicants must submit the **original** required documents, and **five (5) exact copies**.

In addition to the required responses and supporting documents as outlined on the Application Checklist, the following must be included in the sealed response envelope or packet:

- A non-refundable, certified check, in the amount of \$5,000.00, payable to the ‘City of Eastpointe,’ for the application fee.
- Professional documents, such as a survey by a state-certified surveyor, to verify that the proposed property and structure meet the required distances from buffer zones and protected uses.
- A non-refundable, certified check, in the amount of \$100.00, payable to the ‘City of Eastpointe,’ for the city consultant’s review of the professional survey/drawing.
- An original and five (5) copies of all responses and supporting documentation.

Applicants will be required to sign a ‘Receipt’ with a date and time stamp when submitting the Application to the Clerk, to evidence that the Application was received timely.

**Application Procedures:**

Applications must be submitted by property address, and only one application may be submitted per location.

Review of applications by the Committee will be during pre-scheduled, open meetings in Council Chambers at City Hall.

Reviews will be conducted in sets by Type of Facility.

Pursuant to Resolution No. 21-1928, if more applications for a type of facility are received than is authorized, the Committee will use the scoring process outlined in the attached Policy.

The first review by the Committee will be for Completeness of the Application. Incomplete Applications will be denied.

All Complete Applications will then be reviewed for Approval, after the required investigations are completed.

All appeals of decisions will be conducted by a Hearing Officer, following written procedures.

The Applicant acknowledges all of the above requirements and instructions.

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Representative Signature, if applicable Date

\_\_\_\_\_  
Representative Printed Name & Professional Licensure Number, if applicable

Subscribed and sworn to by \_\_\_\_\_ before me on \_\_\_\_\_.  
(Applicant Name) (Date)

\_\_\_\_\_  
Notary Public Signature Notary Public Printed Name

State of \_\_\_\_\_, County of \_\_\_\_\_. Acting in the County of \_\_\_\_\_,  
\_\_\_\_\_.  
(County) (State)

My commission expires: \_\_\_\_\_.