

# Considered at June 9, 2020 Special Council Meeting

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## Memorandum

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Date: May 22, 2020  
Submitted by: Corporate Services Department – Legislative Services Division  
Subject: Site Specific Cannabis Rezoning – 3034 St. Johns Street and 2343 Clarke Street  
– Third Reading

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At the Special Council meeting held on May 12, 2020, Council considered the attached report dated April 6, 2020 from the Planning and Development Department – Policy Planning Division regarding Cannabis Retail Use Rezoning Applications – Second Round (**Attachment 1**) and passed the following resolutions:

### RC20/205-206

THAT, as recommended in the report dated April 6, 2020 from the Planning and Development Department – Policy Planning Division regarding Cannabis Retail Use Rezoning Applications – Second Round, the following Bylaw be read a first and second time and referred to a Public Hearing:

- City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Canoe); and
- City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis).

If referred from the Public Hearing, City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Canoe)—a Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 3034 St. Johns Street—(**Attachment 2**) and City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis)—a Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 2343 Clarke Street—(**Attachment 3**) would be before Council for consideration of third reading.

The recommended resolution is:

**THAT City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Canoe) and City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis) be now read a third time as recommended in the memo dated May 22, 2020 from the Corporate Services Department – Legislative Services Division regarding Site Specific Cannabis Rezoning – 3034 St. Johns Street and 2343 Clarke Street – Third Reading.**

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## Attachments:

1. Report considered at May 12, 2020 Special Council meeting.
2. Bylaw No. 3250.
3. Bylaw No. 3254.

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## Report Approval Details

Document Title:	Site Specific Cannabis Rezoning – 3034 St. Johns Street and 2343 Clarke Street - Third Reading.docx
Attachments:	- Attachment 1 - Report considered at May 12, 2020 Special Council Meeting - Cannabis.pdf - Attachment 2 - Bylaw No. 3250.pdf - Attachment 3 - Bylaw No. 3254.pdf
Final Approval Date:	May 25, 2020

This report and all of its attachments were approved and signed as outlined below:

Dorothy Shermer, Corporate Officer - May 22, 2020 - 3:56 PM

Tim Savoie, City Manager - May 25, 2020 - 11:10 AM

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### City of Port Moody Report/Recommendation to Council

Date: April 6, 2020

Submitted by: Planning and Development Department – Policy Planning Division

Subject: Cannabis Retail Use Rezoning Applications – Second Round

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#### Purpose

To present six Cannabis Retail Use rezoning applications (two outstanding and four newly submitted) as part of the second round of application processing for consideration of first and second readings.

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#### Recommended Resolutions

**THAT, as recommended in the report dated April 6, 2020 from the Planning and Development Department – Policy Planning Division regarding Cannabis Retail Use Rezoning Applications – Second Round, the following Bylaws be read a first and second time and referred to a Public Hearing:**

- **City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Canoe); and**
- **City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 36, 2020, No. 3251 (Site Specific Cannabis Rezoning – 3224 St. Johns Street – The Astrology Bud Store);**

**AND THAT the following applications be rejected:**

- **2506 St. Johns Street – Purp City Cannabis & CBD;**
  - **3030 St. Johns Street – City Cannabis Co.;**
  - **2343 Clarke Street – Happy Hippie Cannabis; and**
  - **2929 St. Johns Street – The Herb Co.**
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#### Executive Summary

The second round of application processing include a total of six rezoning applications for Cannabis Retail Use (two outstanding and four newly submitted). Staff recommend giving first and second readings to those applications which satisfy all the requirements of the Council approved Corporate Policy for Cannabis Retail Use. The two applications that meet this recommendation are 3034 St. Johns Street (Canoe) and 3224 St. Johns Street (The Astrology Bud Store). Bylaw No. 3250 and draft Bylaw No. 3251 permit a Cannabis Retail Use at these properties, respectively. Under the Corporate Policy for Cannabis Retail Use, Council has full

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discretion when considering other applications. Alternative options and bylaws for the 4 other locations are available as well.

### Background

On May 14, 2019, Council adopted zoning bylaw amendments that define Cannabis Retail Use and exclude this as a permitted use in the City. This is part of a strategy to ensure that any proposed Cannabis Retail Use be considered on a case-by-case basis through a site specific rezoning.

On April 9, 2019 Council approved Corporate Policy – 09-4300-2019-01 – Cannabis Retail Use (the “Corporate Policy”) (**Attachment 1**). The Corporate Policy provides guidelines for a site specific rezoning consideration by Council to consider Cannabis Retail Uses in the City, including locational criteria and additional business licence requirements. Per the Corporate Policy, Council may consider up to a maximum of five (5) Cannabis Retail Use locations in Port Moody within the first 12 months following the adoption of the zoning bylaw amendment.

At the Regular Council meeting on January 14, 2020, the following resolution was passed:

#### RC20/034

THAT all outstanding and newly submitted Cannabis Retail Use rezoning applications received by March 31, 2020 be considered together after April 1, 2020, with any application that does not have a complete fit and proper assessment held at third reading until the application receives a complete fit and proper assessment from the Liquor and Cannabis Regulation Branch.

On February 11, 2020, Bylaw No. 3215 and Bylaw No. 3216 were adopted to permit a Cannabis Retail Use at the following two properties:

- 2816 St. Johns Street (Kiaro); and
- 1-101 Morrissey Road (Burb Cannabis).

Outstanding applications from the first review round include the following:

- 2506 St. Johns Street (Purp City & CBD); and
- 3034 St. Johns Street (Cannoe – formerly known as *Westcanna*).

Newly submitted applications as of April 1, 2020 include the following:

- 3224 St. Johns Street (The Astrology Bud Store);
- 3030 St. Johns Street (City Cannabis Co.);
- 2343 Clarke Street (Happy Hippie Cannabis); and
- 2929 St. John Street (The Herb Co.).

The purpose of this report is for Council to consider outstanding and newly submitted applications which make up the second round of Cannabis Retail Use Rezoning application processing.

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### Discussion

Staff used the Corporate Policy and the Cannabis Rezoning Application Evaluation Checklist to guide the analysis of each proposed Cannabis Retail site location (**Attachments 2, 3, 4, 5, 6, and 7**). A map which shows the location of all six rezoning applications in relation to one another is included in **Attachment 8**. As there is no distance requirement between Cannabis Retail Use businesses in the City's Corporate Policy, this criteria was not assessed.

### Commercial Retail Zoning and Locational Requirements.

Per the Corporate Policy, all applications are required to be zoned for Commercial Retail Use. All six applications meet this requirement.

### 75m Sensitive Use Buffer

The Corporate Policy requires a buffer of at least 75 metres from sensitive uses measured as the crow flies from the centre point of the main entrance of the Cannabis Retail Use to the nearest property line of the defined Sensitive Use. All but one application met the locational criteria for Sensitive Uses. The location at 2506 St. Johns Street (Purp City Cannabis & CBD) is currently located 61 metres from the nearest property line of the Port Moody Arts Centre. The applicant has submitted supplemental information regarding the walking distance of the proposed business to the Port Moody Arts Centre (refer to **Attachment 9**).

### Business Licensing and Regulation Bylaw Requirements

All applications, if approved for site specific zoning, must meet business licensing and regulation bylaw requirements which include the following:

- interior sign informing customers of City smoking restrictions;
- proof of monitored security and fire alarm contract, including video surveillance;
- design elements to help prevent crime, such as clear sightlines, low walls, and landscaping;
- visually appealing storefronts, consistent with the character of nearby buildings; and
- adequate lighting within the retail space during and outside of operating hours.

All six applications meet these requirements where applicable. The requirement for an interior sign and confirmation of adequate lighting would need to be demonstrated when the business is in operation.

### Business Proposal

The business proposal for each application as required by the application submission process includes the following:

- name;
- hours of operation;
- previous business/retail experience;
- business structure (stand alone or franchise);
- number of jobs created;
- accessibility;
- branding, promotion, marketing;
- identifies how nuisance behaviour will be managed;
- sustainability practices;

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- community benefit/involvement;
- intent to engage with neighbouring businesses;
- opportunity to establish a head office in Port Moody; and
- timeline for establishing the proposed business.

Each detailed business proposal is included in the summaries of each application for Council's review. Where possible, these components of the proposal are summarized in table form (**Attachments 2-7**). Further details on how each of the six applications have uniquely addressed the different components in their individual business detailed proposals is also included.

### Fit and Proper Assessment

The Province of B.C. conducts a fit and proper assessment on each prospective applicant for a provincial cannabis licence, which includes:

- comprehensive, rigorous, and in-depth checks which can significantly vary depending on the complexity of the applicant's corporate structure and other factors.
- an assessment of the applicant's personal background and history;
- the financial integrity of the business the applicant is in, or is proposing – including the sources of any money backing the investment; and,
- the history and background of any associates or persons that have a connection to the applicant and their associates.

As of the April 1, 2020 deadline, the following three applicants received a fit and proper assessment:

- 3034 St. Johns Street (Cannoe)
- 2506 St. Johns Street (Purp City Cannabis & CBD)
- 3224 St. Johns Street (The Astrology Bud Store)

### Staff Review

Staff assessed the applications based on the Council approved Corporate Policy, including receipt of a provincial fit and proper assessment, commercial retail zoning, proximity to sensitive uses, and satisfying the requirements associated with the Business Licensing and Regulation Bylaw and Business Proposal. The applications are compared against these criteria in Table 1.

Table 1: Comparison of Application Requirements for Cannabis Retail Use

Applicant Name and Address	Provincial Fit and Proper Assessment	Commercial Retail Zoning	75m Sensitive Use Buffer	Business License and Regulation Bylaw	Business Proposal
3034 St. Johns Street (Cannoe)	✓	✓	✓	✓	✓
2506 St. Johns Street (Purp City & CBD)	✓	✓	X	✓	✓
3224 St. Johns Street (The Astrology Bud Store)	✓	✓	✓	✓	✓

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3030 St. Johns Street (City Cannabis Co.)	x	✓	✓	✓	✓
2343 Clarke Street (Happy Hippie Cannabis)	x	✓	✓	✓	✓
2929 St. Johns Street (The Herb Co.)	x	✓	✓	✓	✓

### Applications Meeting All Requirements

Staff recommend that Council follow the approved process outlined in the Corporate Policy and consider giving first and second readings to the amendment bylaw related to the following two applications that fully meet the requirements of the Corporate Policy:

- 3034 St. Johns Street (Cannoe); and
- 3224 St. Johns Street (The Astrology Bud Store).

### Application Not Fully Meeting City Criteria

The following application does not meet the sensitive use buffer requirement as it is located within 61 metres of the Port Moody Arts Centre.

- 2506 St. Johns Street (Purp City & CBD)

### Applications Not Fully Meeting Provincial Requirements as of April 1, 2020

The following applications have not received a Fit and Proper Assessment from the Province:

- 3030 St. Johns Street (City Cannabis Co.);
- 2343 Clarke Street (Happy Hippie Cannabis); and
- 2929 St. John Street (The Herb Co.).

On January 28, 2020, Council passed a motion indicating it would consider these applications and, if supported, the bylaw would be held at third reading until the Fit and Proper Assessment had successfully been completed.

### Cannabis Retail Use in Port Moody

The Council approved Corporate Policy allows for a maximum of five locations within the first 12 months following the adoption of the zoning bylaw amendment. Should Council adopt Bylaw No. 3250 and Bylaw No. 3251, a total of four cannabis retail stores would exist in the City. Council previously adopted Bylaw No. 3215 and No 3216 on February 11, 2020, which permit a Cannabis Retail Use at #1-101 Morrissey Road (Burb Cannabis) and at 2816 St. Johns Street (Kiaro). This would leave one possible future opportunity for a fifth location.

### Bylaw No.3250 and Bylaw No. 3251

Bylaw No. 3250 to rezone the property at 3034 St. Johns Street (Cannoe) is included in **Attachment 10** and Bylaw No. 3251 to rezone the property at 3224 St. Johns Street (The Astrology Bud Store) is included in **Attachment 11**. The Cannabis Retail Use and locations of these properties would be added to the corresponding commercial zone in the Zoning Bylaw. This means that the Cannabis Retail Use zoning would be property specific. Any applicants in the future that wish to establish a new cannabis retail business in a previously approved location would be required to go through the provincial licensing process, which would include a public hearing as per the Province's requirements to obtain a local government recommendation.



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Should Council choose to advance discussions on any of the other Cannabis Retail Use rezoning applications, the zoning amendment bylaws are included as follows:

- Bylaw No. 3252 – 2506 St. Johns Street – Purp City Cannabis & CBD (**Attachment 12**);
- Bylaw No. 3253 – 3030 St. Johns Street – City Cannabis Co. (**Attachment 13**);
- Bylaw No. 3254 – 2343 Clarke Street – Happy Hippie Cannabis (**Attachment 14**); and
- Bylaw No. 3255 – 2929 St. Johns Street – The Herb Co. (**Attachment 15**).

### Next Steps

The next steps for Cannabis Retail Use Rezoning applications include:

- Council consideration of first and second readings of zoning bylaw amendments for the second batch of applications (May 5, 2020);
- Public Hearing and Council consideration of third readings and adoption of the related zoning bylaw amendments for the second batch of applications (TBD); and,
- Council consideration of recommendation to the LCRB for the locations that received rezoning approval (TBD).

Council retains full discretion for considering or approving any of the zoning amendment applications based on application-specific considerations.

Per the Corporate Policy, following this second round of applications, staff will process any newly submitted cannabis retail use rezoning applications and bring these forward to Council as they are received.

### Additional Approvals Required

- application for City Building Permits, sign permits, etc. (as required);
- compliance with Heritage Conservation Area guidelines (2334 Clarke Street) and other relevant Development Permit Area guidelines;
- issuance of City Business Licence; and
- final LCRB approval and provincial retail licence issuance.

### Other Options

THAT the following Bylaws be read a first and second time and referred to a Public Hearing:

- a) City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 37, 2020, No. 3252 (Site Specific Cannabis Rezoning – 2506 St. Johns Street – Purp City Cannabis & CBD).
- b) City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 38, 2020, No. 3253 (Site Specific Cannabis Rezoning – 3030 St. Johns Street – City Cannabis Co.)
- c) City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis)
- d) City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 40, 2020, No. 3255 (Site Specific Cannabis Rezoning – 2929 St. John Street – The Herb Co).

### Financial Implications

There are no financial implications associated with this report.

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### Communications and Civic Engagement Initiatives

Public consultation for Cannabis Retail Use was conducted in the fall of 2018. The results of the public consultation were presented to Council for their consideration in determining policy directives related to cannabis retail use in the City.

Should the proposed Cannabis Retail Use zoning amendment bylaw proceed to a Public Hearing, a notification sign will be posted on the property and notices will be sent to adjacent properties within the required notification area and advertised in the local newspaper in accordance with the City's Development Approval Procedures Bylaw and the *Local Government Act*.

### Council Strategic Plan Objectives

The information and recommendations contained in this report align with the Council 2019-2022 Strategic Plan Objectives of exceptional service and healthy city.

### Attachments

1. Corporate Policy – 09-4300-2019-01 – Cannabis Retail Use.
2. Summary – 3034 St. Johns Street (Cannoe).
3. Summary – 2506 St. Johns Street (Purp City Cannabis & CBD).
4. Summary – 3224 St. Johns Street (The Astrology Bud Store).
5. Summary – 3030 St. Johns Street (City Cannabis Co.).
6. Summary – 2343 Clarke Street (Happy Hippie Cannabis).
7. Summary – 2929 St. Johns Street (The Herb Co.)
8. Map of Cannabis Retail Use Rezoning Applications.
9. Supplemental Information on Buffer distance – 2506 St. Johns Street (Purp City & CBD).
10. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St Johns Street - Cannoe).
11. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 36, 2020, No. 3251 (Site Specific Cannabis Rezoning – 3224 St Johns Street – The Astrology Bud Store).
12. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 37, 2020, No. 3252 (Site Specific Cannabis Rezoning – 2506 St. Johns Street – Purp City Cannabis & CBD).
13. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 38, 2020, No. 3253 (Site Specific Cannabis Rezoning – 3030 St. Johns Street – City Cannabis Co.).
14. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis)
15. City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 40, 2020, No. 3255 (Site Specific Cannabis Rezoning – 2929 St. Johns Street – The Herb Co.).

### Report Author

Jess Daniels  
Policy Planner

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### Report Approval Details

Document Title:	Cannabis Retail Use Rezoning Applications – Second Round.docx
Attachments:	<ul style="list-style-type: none"><li>- Attachment 1 - Corporate Policy – 09-4300-2019-01 – Cannabis Retail Use.pdf</li><li>- Attachment 2 - Summary - 3034 St. Johns Street (Cannoe).pdf</li><li>- Attachment 3 - Summary - 2506 St. Johns Street (Purp City CBD).pdf</li><li>- Attachment 4 - Summary - 3224 St. Johns Street (The Astrology Bud Store).pdf</li><li>- Attachment 5 - Summary – 3030 St. Johns Street (City Cannabis Co.).pdf</li><li>- Attachment 6 - Summary - 2434 Clarke Street (Happy Hippie Cannabis Co).pdf</li><li>- Attachment 7 - Summary - 2929 St. Johns Street (The Herb Co.).pdf</li><li>- Attachment 8 - Cannabis Retail Use Buffer Map.pdf</li><li>- Attachment 9 - Supplemental Information on Buffer Distance - 2506 St Johns Street (Purp City CBD).pdf</li><li>- Attachment 10 - Bylaw No. 3250 (3034 St. Johns Street – Cannoe).pdf</li><li>- Attachment 11 - Bylaw No. 3251 (3224 St. Johns Street – The Astrology Bud Store).pdf</li><li>- Attachment 12 - Bylaw No. 3252 (2506 St. Johns Street – Purp City Cannabis and CBD).pdf</li><li>- Attachment 13 - Bylaw No. 3253 (3030 St. Johns Street – City Cannabis Co.).pdf</li><li>- Attachment 14 - Bylaw No. 3254 (2343 Clarke Street – Happy Hippie Cannabis).pdf</li><li>- Attachment 15 - Bylaw No. 3255 (2929 St. Johns Street – The Herb Co.).pdf</li></ul>
Final Approval Date:	May 4, 2020

This report and all of its attachments were approved and signed as outlined below:

Dorothy Shermer, Corporate Officer - Apr 29, 2020 - 6:00 PM

Rosemary Lodge, Manager of Communications and Engagement - Apr 30, 2020 - 10:51 AM

Paul Rockwood, General Manager of Finance and Technology - Apr 30, 2020 - 10:57 AM

André Boel, General Manager of Planning and Development - Apr 30, 2020 - 4:16 PM

Tim Savoie, City Manager - May 4, 2020 - 12:02 PM

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### Corporate Policy

100 Newport Drive, Port Moody, BC, V3H 5C3, Canada  
Tel 604.469.4500 • Fax 604.469.4550 • www.portmoody.ca

Section:	Planning and Development	09
Sub-Section:	Development Planning	4300
Title:	Cannabis Retail Use	2019-01

#### Related Policies

Number	Title

#### Approvals

Approval Date: April 9, 2019	Resolution #: <u>RC19/149</u>
Amended:	Resolution #:
Amended:	Resolution #:
Amended:	Resolution #:

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### **Corporate Policy Manual**

#### **Cannabis Retail Use**

### **Policy**

#### Background

The Government of Canada legalized the recreational use of cannabis on October 17, 2018. In coordination with federal and provincial legislation, Corporate Policy – 09-4300-2019-01 – Cannabis Retail Use provides a framework for Council to consider rezoning applications to amend City of Port Moody Zoning Bylaw, No. 2937 to permit a Cannabis Retail Use.

#### Approach and Intent

This Policy provides guidelines for a site-specific rezoning consideration by Council to consider Cannabis Retail Uses in the City. The Policy also includes locational criteria and additional business licence requirements. For the initial applications, the Policy provides a procedure for parallel consideration of rezoning applications for Cannabis Retail Use.

While considering applications under this Policy's guidelines, Council retains full discretion for considering/approving applications based on application-specific considerations.

#### Guidelines for Cannabis Retail Use

Preference will be given to rezoning applications for Cannabis Retail Use that meet the following criteria:

1. Commercial Retail Zoning

The proposed site for Cannabis Retail Use is located on properties zoned for commercial retail use(s).

2. Locational Criteria

The site is not located within a 75-metre "Buffer" of the following "Sensitive Uses" (**Schedule 1**):

- Public and private elementary, secondary, and middle schools (K-12);
- Playgrounds (public and strata-operated);
- Community Centres, including the;
  - Port Moody Arts Centre;
  - Kyle Centre; and
  - City Hall Recreation Complex.

Separation distances shall be measured as the crow flies from the centre point of the main entrance of the Cannabis Retail Use to the nearest property line of the defined Sensitive Use.

3. Maximum Number of Businesses

Up to a maximum of five (5) Cannabis Retail Use locations will be considered in Port Moody within the first 12 months following the adoption of the Zoning Bylaw Amendment.

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### Corporate Policy Manual

#### Cannabis Retail Use

##### 4. Additional Business Licence Requirements

In addition to Provincial licensing requirements, the City requires additional business licence requirements for Cannabis Retail Use. Refer to Business Licence and Regulation Bylaw, No. 3000 for these requirements.

### Definitions

**Cannabis** has the same meaning as in the *Cannabis Act (Canada)*.

**Cannabis Retail Use** means the use of a site or part of a site for the retail sale of non-medical cannabis for which an application has been made and a referral has been forwarded to the City for a licence under the Provincial *Cannabis Control and Licensing Act* (Bill 30) and that is only authorized to sell federally approved cannabis products, which include dried cannabis, cannabis oil, and cannabis seeds.

**Sensitive use** means a land use that includes public and private schools (grades K-12), playgrounds (public and strata-operated), and community centres.

**Buffer** means the distance in metres that separates a Retail Cannabis Use from a sensitive use(s).

### Procedures

The following procedure will be followed for any Cannabis Retail application. These policies are provided for clarification and in addition to the requirements of the City's Development Approval Procedures Bylaw, No. 2918:

1. The applicant must first apply to the Liquor and Cannabis Regulation Branch (LCRB) for consideration of a provincial non-medical cannabis retail licence.
2. The LCRB will forward a referral to the City of Port Moody for applications that meet the provincial licensing requirements and have paid the provincial application fee. During the provincial review time, City staff are available to advise applicants regarding the preparation of a rezoning application.
3. The City will only accept rezoning applications for Cannabis Retail Use following the receipt of a referral for a provincial licence received directly from the LCRB.
4. Staff will present recommendations to Council in a Planning Report regarding amendments to the Zoning Bylaw for Council consideration of first and second readings.
5. A Public Hearing may be scheduled for applications in order for the public to provide input to Council.
6. Following a Public Hearing, Council may approve or deny a rezoning application.

#### 1. If the rezoning application is approved:

- the City will submit a letter of support to the LCRB, which may then issue a provincial licence;
- the Applicant must then submit a business licence application to the City; and

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### Corporate Policy Manual

#### Cannabis Retail Use

- other development or building permit approvals may be required depending on the scope of the proposed Cannabis Retail Use application (e.g. if renovations or tenant improvements to the store location are required).

#### **2. If the rezoning application is denied:**

- the City will submit a letter of objection to the LCRB; and
- the LCRB would be expected not to issue a provincial licence in this case and no Cannabis Retail Use will be established.

#### Concurrent processing of first applications in 2019

Following the introduction of this policy, the anticipated first round of applications for rezoning will be processed concurrently. This will be implemented by using the steps above, combined with the following additional provisions which apply to any application received in 2019:

- a) the City will only consider rezoning applications for those applications for which the Province has sent a referral regarding the Provincial licence by September 30, 2019;
- b) the City will only consider rezoning applications that are submitted and accepted as complete on October 1, 2019. Such applications will be processed through a single concurrent review process; and
- c) rezoning applications submitted after October 1, 2019 will only be accepted and processed after December 31, 2019.

#### Associated Regulations and Policy Documents:

This Policy is to be applied in conjunction with:

- *Cannabis Act (Canada)*;
- *Cannabis Control and Licensing Act (CCLA) (British Columbia)*;
- Business Licensing and Regulation Bylaw, 2015, No. 3000;
- Development Approvals and Procedures Bylaw, No. 2918;
- Fees Bylaw, 2018, No. 3172;
- Smoking Regulation Bylaw, No. 2773;
- Port Moody Official Community Plan, No. 2955;
- Zoning Bylaw, No. 2937; and
- other relevant bylaws or policies as necessary or that may be adopted by Council.

### Attachment

1. Schedule 1 – Sensitive Use Buffer Map.

### Monitoring/Authority

1. The acceptance and timing of processing of rezoning applications under this policy is delegated to the General Manager of Planning and Development.
2. Council maintains full discretion on the consideration of rezoning applications.

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## **Corporate Policy Manual**

### **Cannabis Retail Use**

This Corporate Policy shall come into effect on the date of the adoption of:

- City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 16, 2019, No. 3188, and;
- City of Port Moody Business Licensing and Regulation Bylaw, 2015, No. 3000, Amendment Bylaw No. 4, 2019, No. 3189



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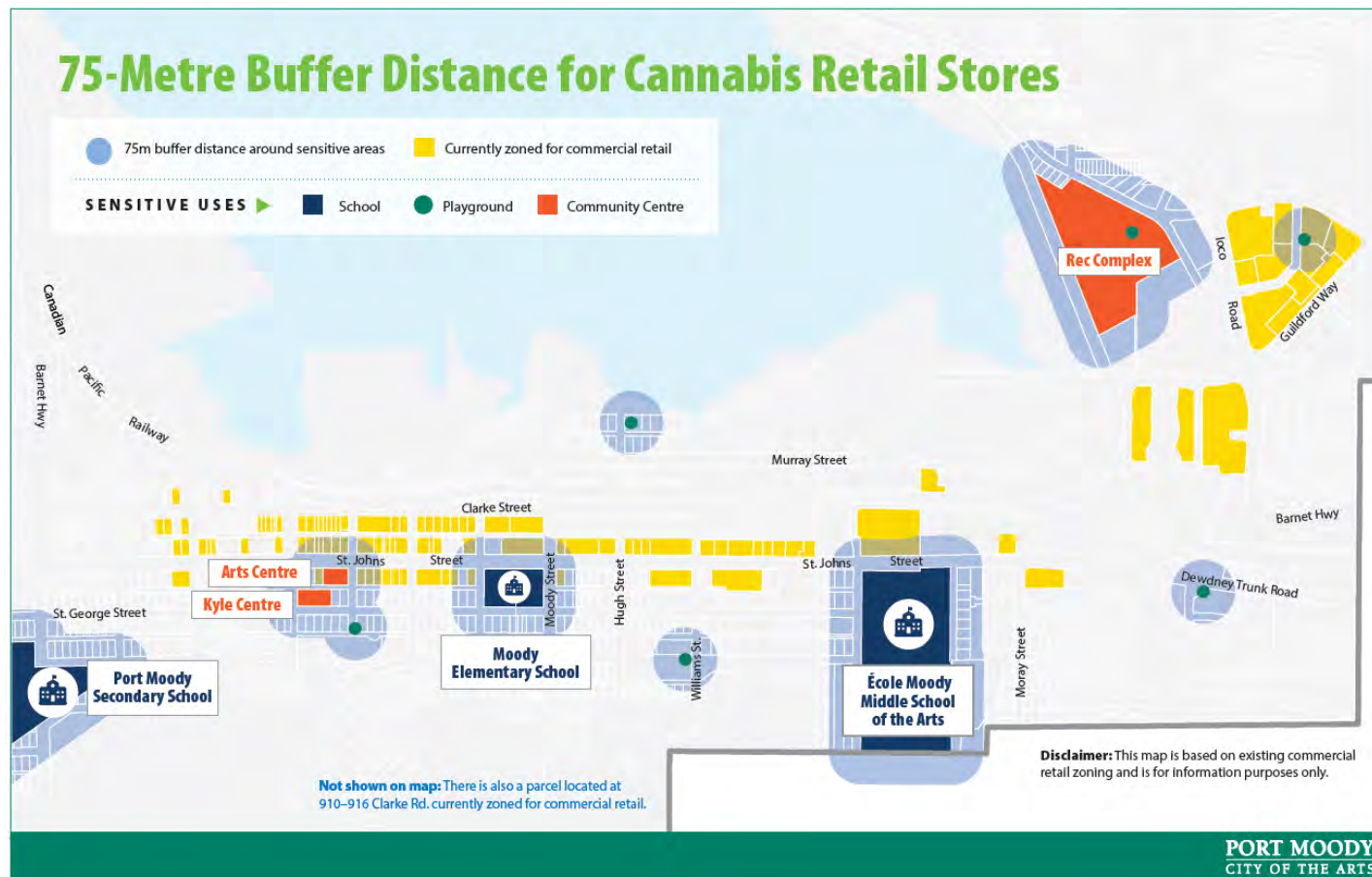
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Corporate Policy Manual  
Cannabis Retail Use

### Schedule 1 to Corporate Policy – 09-4300-2019-01 – Cannabis Retail Use



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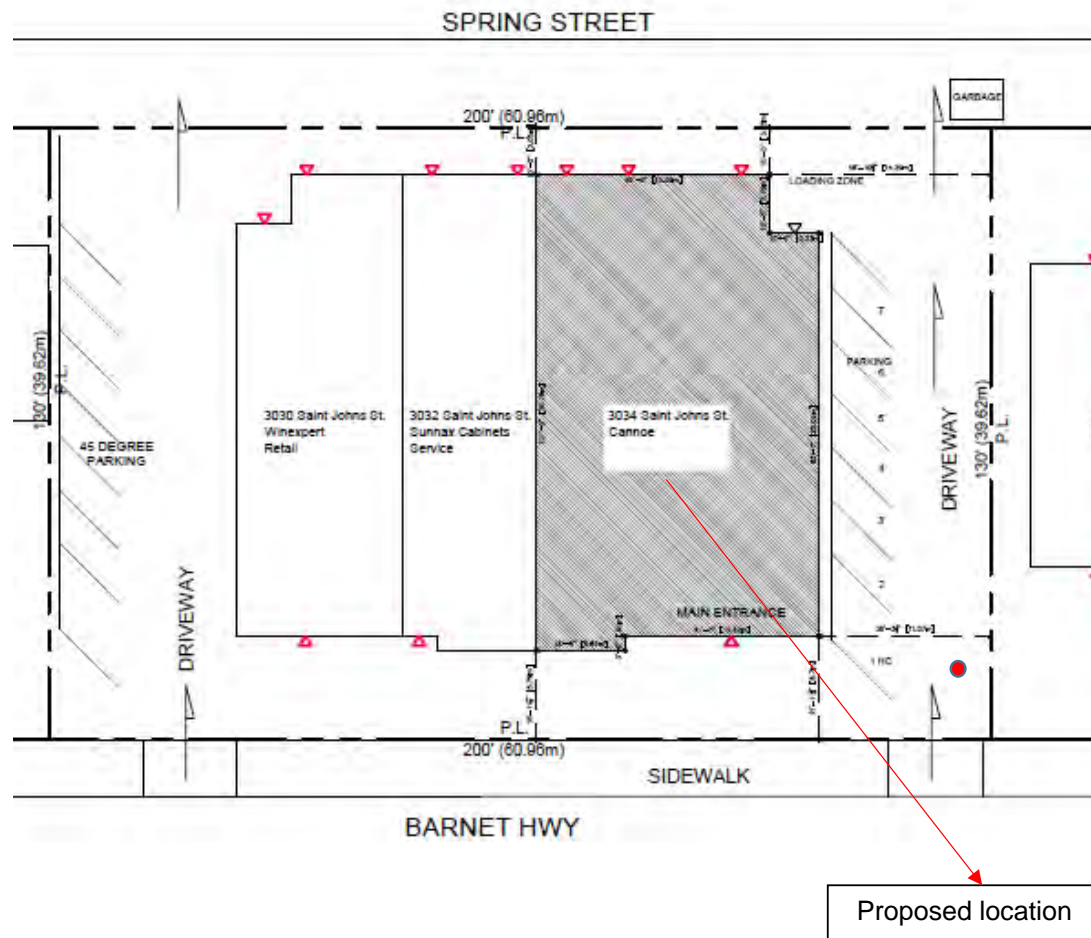
Proposed location

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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	✓	
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	CPTED plan submitted including security measures to prevent crime and lighting details.
visually appealing storefronts, consistent with the character of nearby buildings	✓	Located in existing building. Refer to elevation.
adequate lighting within the retail space during and outside of operating hours.	✓	Street lighting at rear of building and both sides of Barnet highway.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Located within an existing building.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	Cannoe
Hours of operation	✓	9:30 am – 10:30 pm Monday to Sunday
Previous business/retail experience (general retail and Cannabis industry)	✓	Operating in retail cannabis industry since 2016. 2 provincial retail cannabis licenses in Vancouver. 1 provincial retail cannabis licenses in New Westminster*.
Business structure (stand alone or franchise)	✓	Franchise - currently three other retail cannabis stores and 1 medical cannabis store.
Number of jobs created	✓	21 positions (12 full-time, 9 part-time): 1 store managers, 1 assistant managers, up to 19 sales staff *
Accessibility	✓	Will adhere to BC Building Code requirements, automatic door opener, and accessible parking spots.
Branding, Promotion, Marketing	✓	Interior signs, digital media*.
Identifies how nuisance behaviour will be managed	✓	Addressed by store staff, reported to local authorities*.
Sustainability practices	✓	LED lighting, proximity to public transportation, external sensor lights, will explore solar panels, recycling program.

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Community benefit/involvement	✓	\$10,000 donation to Eagle Ridge Hospital Living wage to full-time employees plus health coverage In-store container recycling program donated location to SHARE Family & Community Services to support their Toy Program (Nov. 2019 – Jan. 2020)
Intent to engage with neighbouring businesses	✓	Engage with Tri-Cities Chamber of Commerce*
Opportunity to establish a head office in Port Moody	✓	Interest in establishing warehouse for accessories*
Timeline for establishing the proposed business	✓	3 months upon approval
Website	✓	n/a

\*Further details in business proposal

Considered at June 9, 2020 Special Council Meeting

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Considered at May 12, 2020 Special Council Meeting

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# CANNOE

**AMENDED BUSINESS PROPOSAL FOR THE  
CITY OF PORT MOODY  
(Previously Submitted as “Westcanna”)**

**APRIL 1, 2020**

**NEW ELITE INVESTMENT INC.  
3034 St. Johns Street, Port Moody**



# Considered at June 9, 2020 Special Council Meeting

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1. **Name of the Business and Expected Hours of Operation:** Cannoe; 9:30am to 10:30pm (7 days a week)
2. **Overview of Experience in the Cannabis Retail Industry:** Ali (“Alex”) Mazinani has been operating in the retail cannabis industry since 2016, when he opened his first legal medical cannabis store in the City of Vancouver (our medical licenses have been attached for reference). With over three years of experience, we have amassed significant cannabis product and customer service knowledge as well as built trust in the communities in which we operate – Alex is the most seasoned legal cannabis operator in British Columbia. Since the beginning of recreational legalization, we have received approval for two stores in Vancouver (one license and one development permit) as well as a store license in New Westminster. Prior to starting a cannabis retail business, Alex Mazinani operated various dollar stores and gift & accessory stores since 2010.

### Acting on Feedback from the Port Moody Community

We strongly believe that we are the right partner for Port Moody. We received feedback from Port Moody City Council during the public hearings for cannabis retail in late 2019 and early 2020 and we revisited our previous business proposal (submitted as “Westcanna”). In addition to investing in an entirely new store design with an award-winning architecture firm, we started a brand partnership with Cannoe Corp. (“Cannoe”) to leverage Cannoe’s modern brand as well as its highly complementary retail and cannabis expertise. Cannoe’s partners and advisors include the founders of MedReleaf (one of the first licensed medicinal cannabis producers in Canada), Roots Canada and Aldo Group and its management team has deep bench strength including significant expertise gained from Hudson’s Bay Company, Red Bull, RBC, Deloitte and Aldo (Cannoe team biographies included in the accompanying presentation). We believe that this new brand partnership will create a best-in-class cannabis operator offering a highly dynamic and engaging experience for all of Port Moody’s stakeholders (customers, employees and community) by combining New Elite’s leading retail cannabis knowledge with Cannoe’s operating and branding acumen. Together, we seek to create a sustainable business with a net positive impact on the Port Moody community.

### Description of Business / Retail Experience

We are passionate entrepreneurs, proud owners and proven operators with a track record of building great businesses. We will be your trusted local cannabis store, offering a curated assortment of unique, socially conscious cannabis in an engaging space. We seek to “Do Good” – we believe in doing what’s right and putting people before profits. Our retail experience aims to differentiate itself in the following three areas:

- a. **Personal Service:** Our friendly and knowledgeable team is equipped to answer questions and they deepen our customers’ knowledge wherever they are starting from
  - b. **Quality Product:** We offer a variety of products from handpicked sources to help customers find the best possible product, specifically suited for them
  - c. **A Responsible Partner:** We vet all of our partners, promote ethically-made products, and proudly champion the local community
3. **Standalone Business or Part of a Franchise:** All of our locations are operated by the same ownership group in order to maintain the highest levels of regulatory compliance and adherence to customer service standards. The Port Moody store will be our fourth location.
  4. **Staffing Roles, Responsibilities and Number of Jobs Created:** The store requires 1 Store Manager, 1 Assistant Manager and up to 19 additional sales staff, for total potential job creation of 21 positions (of which 4 will be full-time and 17 will be part-time). All staff are required to clear the LCRB security verification checks and we expect that a minimum of 4 employees (including a Manager) will be working in the store at any given time to ensure adherence to our desired customer service levels. Employee wellbeing is a priority and, as such, all full-time employees are entitled to extended health coverage. Additionally, all stores are equipped with high definition security cameras, 24/7 live monitoring and an alarm system with multiple silent emergency buttons for employee safety. Lastly, to ensure maintenance of best practices and awareness of any changes in regulatory requirements, there will be monthly staff meetings to review staff performance, customer feedback, new products and any changes to the retail operating handbook published by the LCRB.

Store Manager responsibilities include (but are not limited to): Managing inventory (including provincial compliance reporting) and placing weekly orders, scheduling staff and assigning tasks, performing daily cash out, supervising customer service, maintaining adherence to Cannoe and LCRB operating standards, human resources including performance assessments and organizing monthly staff meetings.

Assistant Manager responsibilities include (but are not limited to): Maintenance of daily cannabis stock levels, processing receipt of inventory, ensuring high levels of customer service, bud-tender training and supervision, maintaining a cash float, confirming bud-tender hours worked, and maintaining adherence to Cannoe and LCRB operating standards.

Bud-tenders (sales staff) responsibilities include (but are not limited to): Daily sales interactions with customers, customer age verification (two pieces of ID), maintaining the safety & cleanliness of the premises, maintaining an advanced knowledge of

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Cannoe product, greeting customers, operation of the Point-of-Sale system, order fulfilment, maintenance of a daily log of customer queries & feedback, and cash handling,

5. **How Business Will be Accessible:** The proposed location at 3034 St. Johns Street is a two floor location, with the main floor (at St Johns Street level) to be dedicated to the public facing sales area. The store will adhere to the requirements of the BC Building Code to ensure appropriate access for persons with disabilities; the main floor will have an entrance/exit door equipped with an automatic door opener. The property also has access to eleven dedicated parking spaces to minimize demand on street parking, disturbance to street traffic, and to provide safe and reliable access to those patrons requiring dedicated handicapped parking spots.
6. **Branding, Promotion and Marketing Plan for the Retail Store:** We will adhere to the marketing and promotion regulations as outlined by the LCRB and the Cannabis Act. We will be using our branding for interior design and store signage, and we will ensure that all digital materials are appropriately secured by age verification systems to ensure that access by minors is restricted. We will actively advocate for responsible use and consumption and will ensure that social awareness materials are posted in our location for review by our guests.
7. **Mitigation of Potential Nuisance Behaviour:** We seek to be a 'good neighbor' and will proactively address community concerns. While BC law permits the consumption of cannabis in public places where tobacco smoking and vaping are permitted, staff at the Port Moody location will remind patrons that smoking is prohibited within 7.5m of the doors and windows (and any air intakes) of the building. Signage will also be posted. Additionally, as part of our business' social responsibility policies, patrons will be reminded of responsible consumption [prohibited in areas frequented by children (i.e. parks and playgrounds) and not in vehicles]. Consumption and/or noise issues by patrons on the Cannoe property that does not respect local bylaws will be addressed by store staff and reported to the local authorities when appropriate. Lastly, given that our product is pre-packaged, residual smell is minimized in both the interior store environment and outside the building.
8. **Sustainability Practices:** We select our locations based on ample access to public transit, which reduces incremental local vehicle traffic demand. Our site is located 230m away from Moody Centre station (3 minutes by foot) and has 3 bus stops located within a 200m radius. In terms of store design, our stores are equipped with LED lights to maximize energy efficiency, and external lights are equipped with sensors to reduce energy waste during the day. We also intend to explore the use of solar panels to reduce demand on the local power grid. Lastly, our store operating policy requires participation in recycling programs to divert cannabis packaging from local landfills.
9. **Enhanced Commitments to Community Benefit / Involvement:** We are committed to building a business focused on providing a net benefit to society, while acknowledging the issues in our industry. We believe that convenient access to safe, legal cannabis via a trusted and regulated operator will discourage the use of illegal and untested black-market cannabis and creates sustainable economic opportunities in the local community. We will endeavor to hire all of the Port Moody store employees from the local area in order to maximize the economic benefit to the City of Port Moody and we will provide full time employees with additional health plan coverage. Our commitments include:
  - We will make a \$10,000 donation upon license approval to Eagle Ridge Hospital and will continue to support Eagle Ridge Hospital once operational
  - We are very excited about the opportunity to create 20+ new jobs in Port Moody
  - We are prepared to pay a competitive 'living wage' to full-time employees, with access to additional health plan coverage
  - We are prepared to execute an in-store container recycling program
  - We donated our location to SHARE Family & Community Services to support their Toy Program (Nov. 2019 – Jan. 2020)
10. **Intent to Engage with Neighbouring Businesses:** We intend to act as a good corporate citizen in the community and will engage with the Tri-Cities Chamber of Commerce in order to foster positive relationships with local businesses. We also intend to maintain a positive working relationship with local police services located at the Port Moody Police Department at 3051 St. Johns Street.
11. **Opportunity To Establish a Head Office in Port Moody:** The Port Moody site is the largest of the stores in our network – we expect to use it not only as a retail store but also as a warehouse for non-cannabis merchandise (accessories) for the purpose of managing inventory across all of our locations in British Columbia. We believe that this will create additional jobs (i.e. inventory manager & warehouse employees) and ensure the highest level of productivity and sustainability for our Port Moody store. We will also have an administrative section in the non-public area of the store to enable head office employees to engage in training and oversight activities.
12. **Timeline for Establishing a Proposed Business:** We are prepared to execute on our store construction processes immediately after receiving approval of our proposal from the City of Port Moody and target opening within 3 months of such approval.

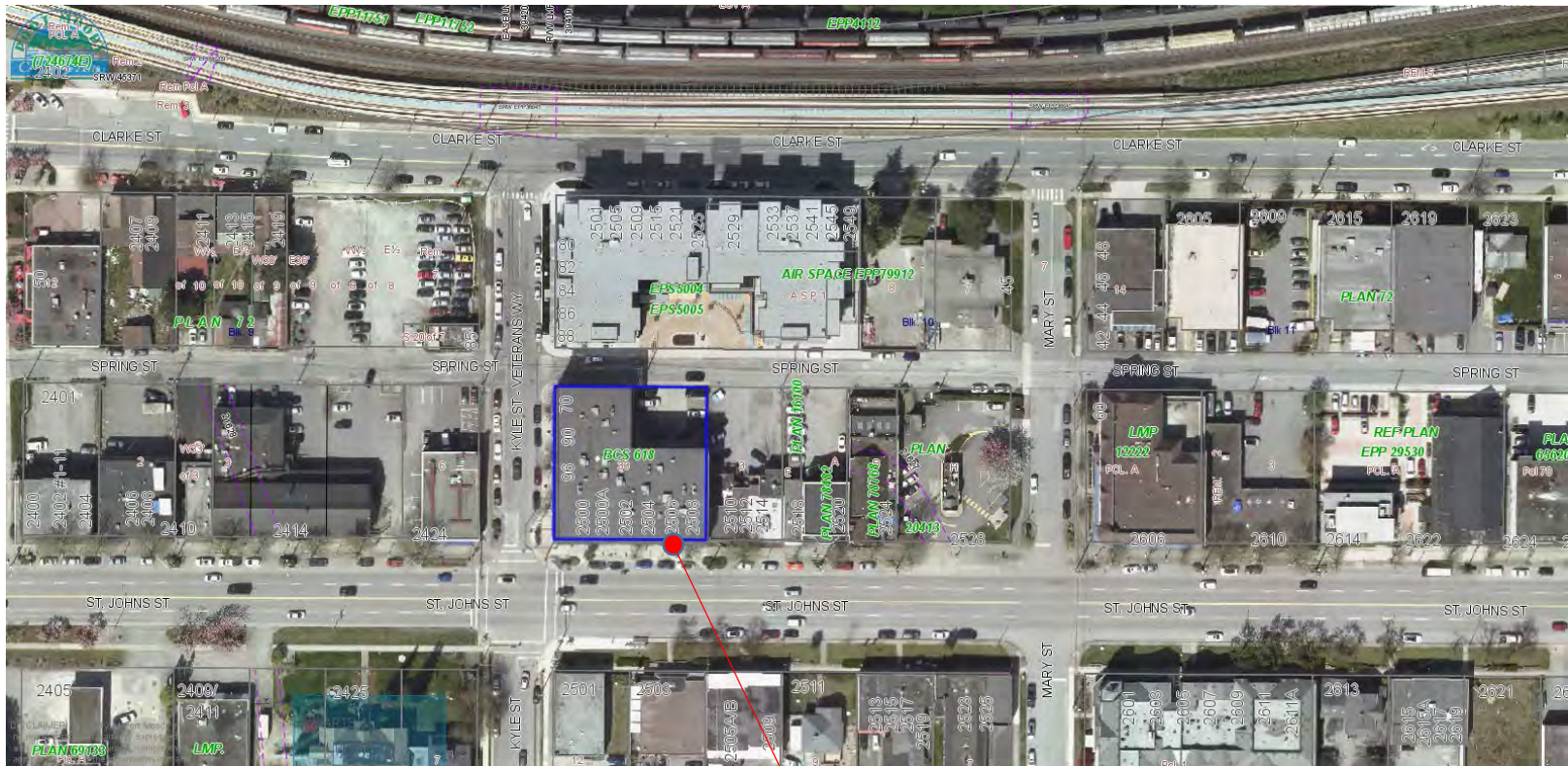
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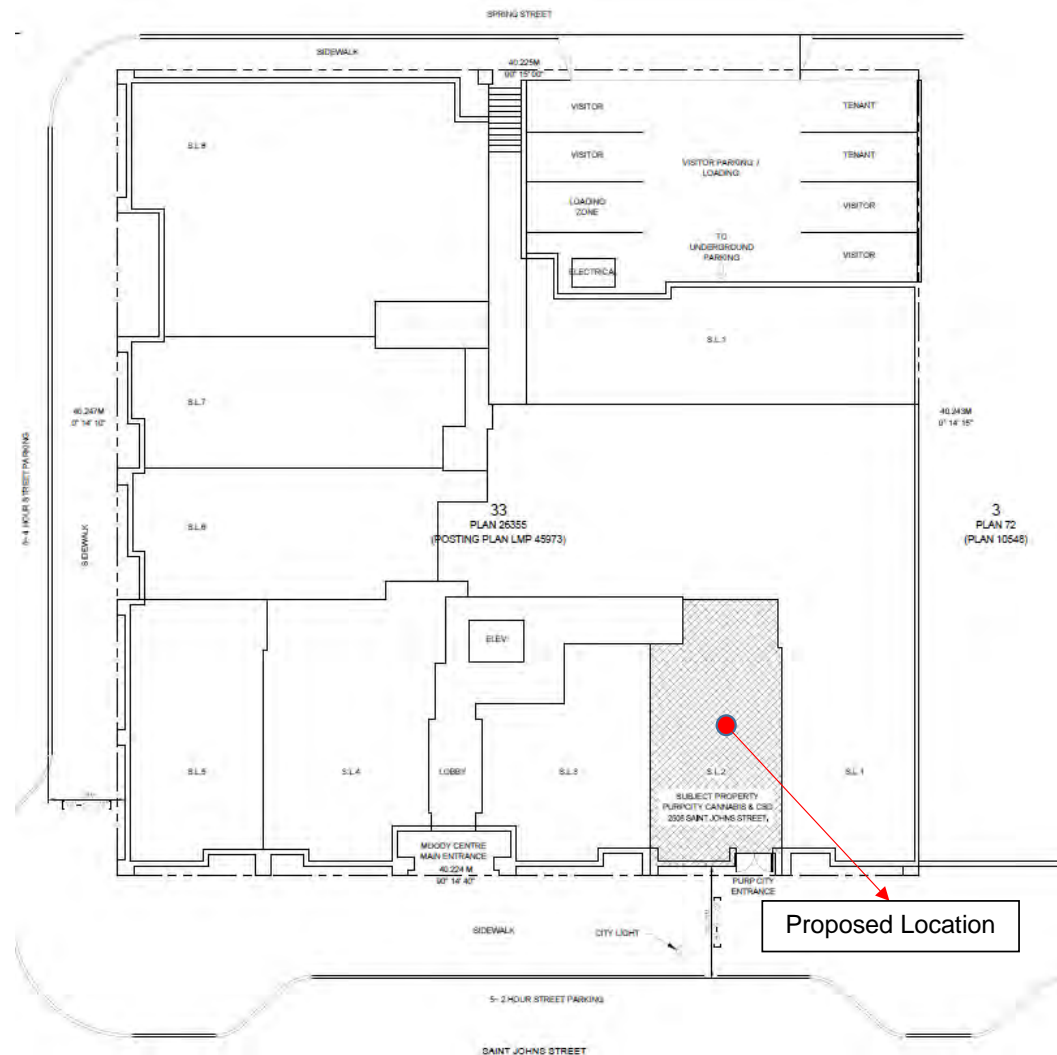
Summary of 2506 St. Johns Street – Purp City Cannabis and CBD



Proposed location

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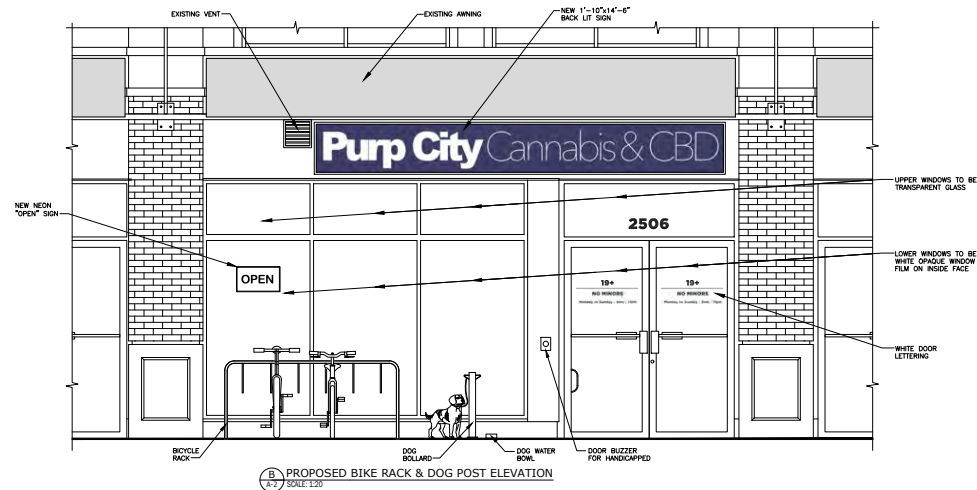




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**PROPOSED STOREFRONT ELEVATION 'A'**  
NO EXTERIOR CHANGES REQUIRED TO EXISTING BUILDING FRONTAGE.

ITEMS TO BE ADDED ARE:

- LOWER WINDOWS TO BE WHITE OPAQUE WINDOW FILM ON INSIDE FACE (AS SHOWN). TAMPERPROOF GLASS WINDOW FILM SHOULD BE ADDED TO ALL INTERIOR AND EXTERIOR GLASS
- NEW 1"-10"x14"-6" BACKLIT SIGN.
- DOOR BUZZER FOR HANDICAPPED ASSIST DOORS. MOTORIZED DOOR OPENER PUSH BUTTON (OUTSIDE) & DOOR OPENER (INSIDE)

**WINDOW & DOOR LETTERING:**

- ALL WINDOW LETTERING TO BE WHITE
- ADDRESS
- AGE RESTRICTION
- HOURS OF BUSINESS
- NEON OPEN SIGN.

PROPOSED BIKE RACK & DOG POST ELEVATION  
TO ENCOURAGE ACTIVE TRANSPORTATION TO AND  
FROM THE STORE  
- PROPOSED BICYCLE / DOG BOLLARD & WATER BOWL

[illegible]

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### Staff Summary

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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	x	Located 61 meters to the nearest property line of the Port Moody Arts Centre. Refer to Business Proposal and diagram for supplemental information provided by applicant.
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
Design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	CPTED Report submitted: open views and good sightlines provide natural surveillance from neighbouring business and sidewalks from. Steel framed windows and doors.
Visually appealing storefronts, consistent with the character of nearby buildings	✓	No changes to exterior. Consistent design with neighboring businesses. Bike rack and dog facilities.
Adequate lighting within the retail space during and outside of operating hours.	✓	Detailed plan for interior lighting plan. Seven city lights within 50 metres of store make it walkable outside the store most hours of the day.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Within an existing building. No building exterior changes are proposed.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	Purp City Cannabis & CBD
Hours of operation	✓	9am - 11pm Monday to Sunday
Previous business/retail experience	✓	Director 1: Winvan Paving Ltd. Director 2: Harm reduction and community outreach background. Store manager: Cannabis and cannabis compliance expert with over a decade in the industry.
Business structure (stand alone or franchise)	✓	Stand alone – only operating in Port Moody.
Number of jobs created	✓	3 full time employees (including manager, assistant manager) 9-12 additional employees
Accessibility	✓	Equal employment opportunities, handicap assist front door, recessed area at sales counter, wheelchair friendly interior, accessible washroom.
Branding, Promotion, Marketing	✓	"Proudly Port Moody" campaign*

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Identifies how nuisance behaviour will be managed	✓	Security equipment including panic buttons and after hours security on doors and windows, preventing access to minors, involvement of police as necessary.*
Sustainability practices	✓	LED lighting with Metcalfe Lighting, paperless receipts through e-billing, bike rack and dog bollard with bowl to encourage active transportation.*
Community benefit/involvement	✓	Volunteering at food bank. 4% gross profits to SHARE and Port Moody food bank. Local businesses hired to provide services*.
Intent to engage with neighbouring businesses	✓	Members of Tri-Cities Chamber of Commerce. Plan to join Shop Local Port Moody (SLPM).
Opportunity to establish a head office in Port Moody	✓	Plans to establish head office and workshop area in additional unit in Moody Centre*.
Timeline for establishing the proposed business	✓	5-6 weeks for interior construction after other approvals as necessary*.
Website	✓	<a href="http://www.stellavaventures.com">www.stellavaventures.com</a>

\*Further details in business proposal

# Considered at June 9, 2020 Special Council Meeting

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## Considered at May 12, 2020 Special Council Meeting

**PURP CITY CANNABIS & CBD  
STELLAVA VENTURES INC.  
BUSINESS PROPOSAL**

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### **OVERVIEW:**

Purp City Cannabis & CBD will operate at 2506 Saint Johns Street seven days a week from 9am-11pm. We will provide dried cannabis, cannabis oils, CBD, cannabis accessories, artisan glass pipes, gift cards and once distributed by the BC LDB; edibles and concentrates. The timeline for establishing our proposed business will depend on building permit processing; however, after applying we will utilize our time effectively by having all of our millwork and signage created. Once permits have been issued our interior construction, cabinet installation and initial hiring can be completed within 5-6 weeks.

### **EXECUTIVE SUMMARY:**

As ambassadors of cannabis and cannabis legalization as a whole we will develop a destination for safe, tested cannabis while demonstrating a commitment of excellence to the community through outstanding customer service, selection and an open door policy for anyone of age wanting to come in and get educated. Our "Port Moody First Approach" and "Proudly Port Moody" campaigns will show residents and fellow small businesses what we are all about and our ongoing volunteer work and 4% pledge to subsidize local nonprofit group SHARE, and the Port Moody food bank, will separate us from our competition. We are a passionate family owned and operated small business who owns our own property with plans to acquire additional office space in Moody Centre, where we will keep our head office indefinitely. It should also be noted that unlike the majority of our competitors, we are a stand alone business focused entirely on giving the City of Port Moody everything that we've got.

### **BUSINESS EXPERIENCE AND TRANSITION INTO CANNABIS RETAIL:**

(Director) Glen Weismiller, sat on the Board of Directors for Winvan Paving Ltd, from 1986-2017. During that time, his hands-on approach saw him as an Equipment Operating Engineer, Plant Operator and Grade Superintendent. Critical roles included coordinating large paving contracts, recruitment, employee retention, scheduling, compliance audits and generating inspection reports. Additionally, Glen took the lead on the majority of Winvan's horizontal market investing.

(Director) Francine Weismiller, comes from a harm reduction and community outreach background. Acting as an advocate for people living with mental health and substance abuse challenges, Francine, would navigate these men and woman through the necessary steps needed to get back to living a sustainable lifestyle. She is also a strong proponent of our ethical duty to lead by example and advise on safe, responsible use to our customers and community.

(Store Manager) Kristoffer Wierzbicki, is a cannabis and cannabis compliance expert with over a decade in the industry. Specializing in the design, build and maintenance of federally licensed Health Canada personal production facilities, Kristoffer, is a highly organized proven team leader with a long history of people management. Additionally, he is an expert at assimilating laboratory analysis on cannabinoids, terpenes and residual solvents. He is also a long standing Health Canada medical marijuana patient under the current ACMPR and former MMPR and MMAR programs. In preparation for retail, Kristoffer, has successfully completed Kwantlen's inaugural Retail Cannabis Consultant course, Superhost, Serving It Right and is currently in the process of upgrading his First-Aid. It should also be noted that Kristoffer, possess an LCRB issued security-verification enabling him to work with any licensed vendor in the province.

Moving forward, we have assembled a group of specialized professional service providers, advisors and colleagues with decades of private liquor, cannabis and retail experience to assist in our transition and upon licensing, we will hire one of these coaches for a full time position leading up to our store's opening. We will also continue to grow our network within the local small business community and encourage feedback from fellow retailers.

### **PORT MOODY FIRST APPROACH:**

Our "Port Moody First Approach" epitomizes everything that Purp City Cannabis & CBD stands for. We believe that small businesses are the backbone of every great community and that independent, local companies should be working together whenever possible. To us, keeping our money in Port Moody, matters. Therefore, we have secured BTM Lawyers, N. Naicker & Associates, A3 Creative Solutions, Metcalfe Lighting, Artistic Design Ltd, Leaders Insurance and the Port Moody food bank (SHARE) as businesses who we are working with on the project.

Furthermore, we are now members of the Tri-Cities Chamber of Commerce and as shown on their website, official supporters of Shop Local Port Moody (SLPM) with the full intention of joining once we are able to secure a cannabis retail use business license in the city.

### **COMMITMENT TO SHARE FAMILY & COMMUNITY SERVICES AND THE PORT MOODY FOOD BANK:**

We have a signed commitment in place to provide 4% of our gross profits to SHARE, and the Port Moody food bank, paid out on a monthly basis as "unrestricted funding" to commence upon approved licensing. This means that SHARE, can use these resources in any way that they see fit so long as they stay within the food bank. It should also be noted that since August 15th, Kristoffer, has been volunteering at the food bank every Wednesday, handing out hampers and unloading trucks and will continue to do so as we await licensing. It's important to us that the community knows that while our doors are not open to the public and we cannot contribute monetarily, we will still provide our time.

### **BRANDING, PROMOTIONS AND MARKETING PLAN:**



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Purp City Cannabis & CBDs name is derived from Purple Kush, known<sup>124</sup> over the world as one of the most desirable strains of cannabis. Our "Proudly Port Moody" campaign combines social media incentives designed to bring awareness to our shop, the City of the Arts and Port Moody as a whole. With permission, we envision staff wearing the "I love Port Moody" t-shirts on weekends and we have plans to engage a local artist who will create an original piece of Port Moody, themed artwork to be displayed in our store.

Also, working closely with content marketers, we are developing material outlining our road to licensing and all of the things that make us unique. This content will be showcased on our website ([www.purpcitycannabis.com](http://www.purpcitycannabis.com)) and a variety of social media and local news platforms.

### **SUSTAINABILITY AND ENCOURAGING ACTIVE TRANSPORTATION:**

To help reduce our carbon footprint we've paired with local Port Moody, company Metcalfe Lighting. Metcalfe specializes in LED lighting and analysis. Together, we designed a complete LED conversion with dimmed after-hours lighting and photocell technology for exterior storefront signage. This system will use 75% less power than incandescents and last 5x longer with far less greenhouse gasses. To cut waste, bags will be optional and through online incentives, we will encourage paperless receipts through e-billing. Also, as shown on our elevation drawings, we have plans to install a bike rack and dog bollard w/bowl in front of the store to encourage year round active transportation.

### **ACCESSIBILITY:**

Providing persons with disabilities an opportunity for equal employment is important to us. The same can be said about maintaining a great retail option for customers of the same ilk. To make sure that this is possible our store will have a push button handicap-assist front door, wheelchair friendly smell jar islands with ample legroom underneath and retractable smell jars. Our islands and wall mounted display cabinets are spaced far enough apart that wheelchairs can maneuver with ease and we've designed a recessed area on our sales counter for people requiring service from a seated position. Additionally, we have a handicap accessible washroom with grab bars for staff.

### **STAFFING ROLES AND JOBS CREATED:**

Glen, Francine and Kristoffer will each have distinctive management roles including rotating responsibilities during opening and closing procedures. Kristoffer, will be responsible for handling the stores day-to-day operations on a full-time basis and through the hiring of 9-12 additional staff, look to develop an Assistant Store Manager within the first three months. Each employee will be LCRB security-verified and trained in the Cannabis Act, the Cannabis Worker Qualification Guidebook, the Cannabis Retail Store Terms and Conditions handbook and Serving it Right (until the provincial government unveils its mandatory self-study course for cannabis workers). With plans to develop one of the city's most inclusive, equal-opportunity workplaces, our staff will be as diverse as they are knowledgeable.

### **MITIGATING MINORS ENTERING THE STORE, NUISANCE BEHAVIOUR AND SECURITY:**

We have an obligation to ensure a safe environment within our store, therefore, staff will work diligently and as a team to spot problems. City smoking restrictions and social responsibility signage will be placed throughout the shop and as a house policy, we will require two pieces of ID from anyone who looks younger than 25. Additionally, we will have 19+ vinyl lettering placed at eye level on both of our front doors with a zero tolerance policy for anyone underage trying to enter the premises. Intoxicated and or problematic patrons will be removed and all incidents will be recorded in a tamper-proof bound book. Additionally, the Port Moody Police Department will be notified whenever necessary.

Physical security equipment will be supplied, installed and monitored by the same company who fitted the government operated, BC Cannabis Store, in Kamloops — Accurate Lock, Safe & Alarm Co. Hardware includes 8 hardwired security cameras, intruder and fire alarms with 24hr monitoring, motion and glass break detectors, panic buttons, integrated electronic door controllers and a secured storage area with reinforced walls and an independent alarm. All cannabis will be placed in locked/secured cabinets and smell jars will be attached to alarmed retractable lanyards. Our store will have a 21ft folding interior security grille engaged after-hours supplied and installed by Can-Secure Ltd. and we have plans to add a full length anti-kick astragal between our front doors and tamperproof security film to all windows. Additionally, our proposed bike rack and dog post will act as a deterrent for would-be thieves looking for storefronts to drive a vehicle into. It should also be noted that we've included a detailed Crime Prevention Through Environmental Design (CPTED) assessment conducted by CPP, Joe Melonari, of 3Si Risk Strategies Inc. which we would encourage you to read.

### **PROXIMITY TO THE PORT MOODY ARTS CENTRE:**

Although we are understanding of Council's decision to place a 75m buffer between cannabis retail stores and sensitive uses, it should be noted that as the crow flies, 2506 Saint Johns Street, is 61m from the nearest property line of the Port Moody Arts Centre. Keeping that in mind, we are exactly 75m walking distance to the same point, 90m as the crow flies to the Arts Centre (main) entrance on St. Andrews and 97m as the crow flies from the Saint Johns Street doors. It should also be noted that our store cannot actually be seen from either of these entry points and there are no playgrounds on the property. To display all of this, we are in hopes that you review our Buffer Diagram document showing each of these pathways. The document also provides what we believe to be a good perspective on the legitimacy of our separation.

### **IN CLOSING:**

You're going to hear a lot of promises from a lot of different groups as black market vendors scramble to legitimize, regional and national chains look to build valuations, go public and sell themselves off to the soon-to-be American market but from us you get proof. Proof of who we are and who we work with, the charities that we serve and the importance that we place on community. Glen and his family grew a modest paving company to over 150 employees in the same city that they purchased land in, set up a head office and operated for over 50 years.

Now he's looking to do the same thing in Port Moody.

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[illegible]

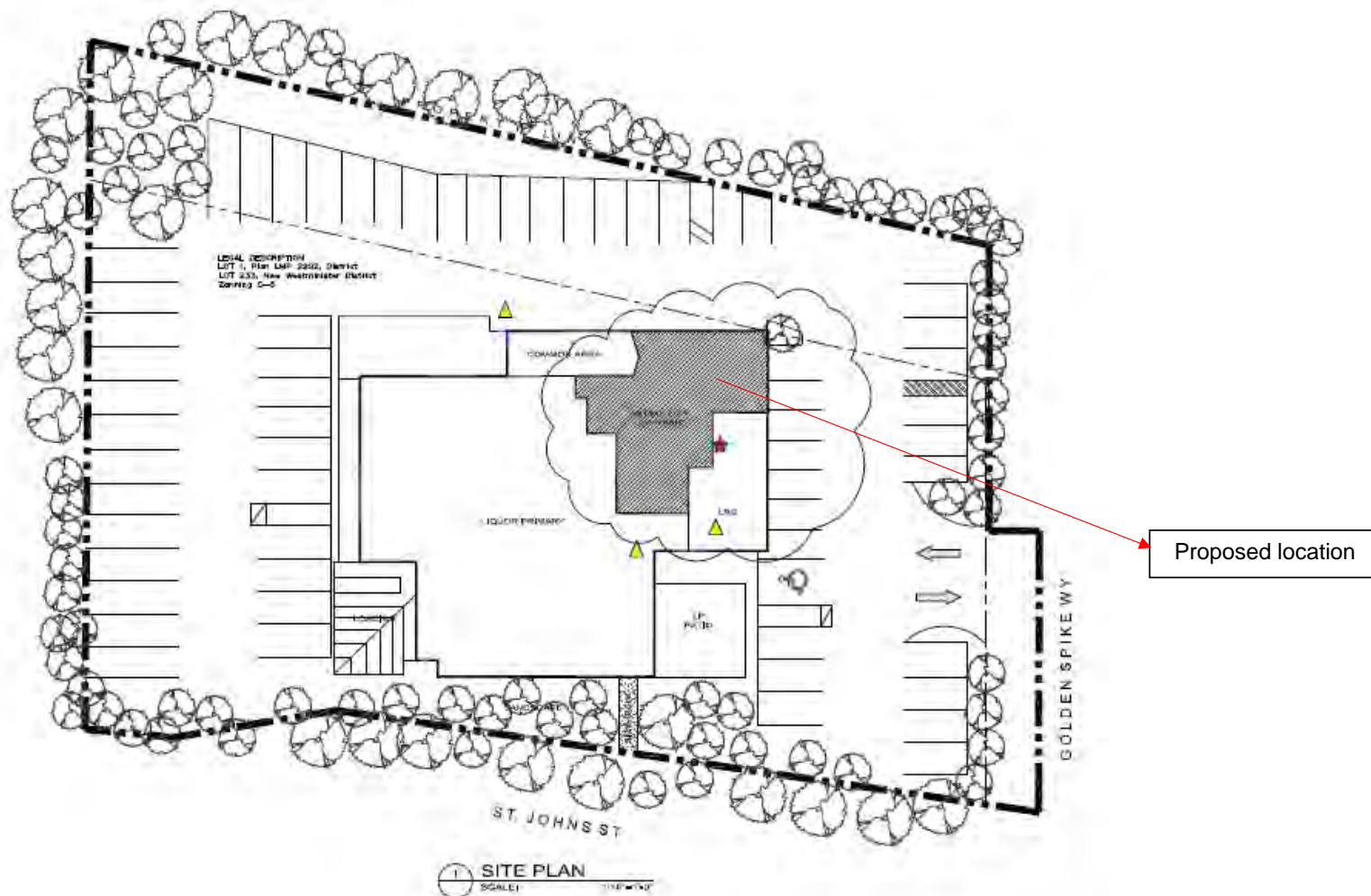
Proposed location

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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	✓	
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	CPTED principles submitted including lighting, landscaping and security measures.
visually appealing storefronts, consistent with the character of nearby buildings	✓	Located in existing building. Refer to elevation.
adequate lighting within the retail space during and outside of operating hours.	✓	Lighting in parking lot, building entrances, walkways, interior well lit.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Located within existing building. No building exterior changes are proposed.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	The Astrology Bud Store
Hours of operation	✓	9:00 am-11 pm, Monday- Sunday
Previous business/retail experience (general retail and Cannabis industry)	✓	25+ years of experience within the hospitality industry of liquor service
Business structure (stand alone or franchise)	✓	Stand-alone
Number of jobs created	✓	10-15 employees
Accessibility	✓	Located at grade and has accessible parking stalls.
Branding, Promotion, Marketing	✓	Plan to build a reputation on product selection, guest services and consumer education.
Identifies how nuisance behaviour will be managed	✓	Policies and procedures to mitigate any possible issues such as traffic, public safety and aesthetics.
Sustainability practices	✓	Waste management and HVAC system.

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Community benefit/involvement	✓	Previous support to local food banks and Canuck Place and will continue.
Intent to engage with neighbouring businesses	✓	Engaged with surrounding businesses.
Opportunity to establish a head office in Port Moody	✓	No – head office currently located in Langley, BC
Timeline for establishing the proposed business	✓	90 days upon approval
Website	✓	n/a

\*Further details in business proposal

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ASTROLOGY HOLDINGS Ltd

Business Proposal  
Port Moody, BC

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### **Proposed name**

Astrology Cannabis

### **Proposed Hours of operation**

Monday to Sunday 9am – 11pm (unless otherwise dictated by the City)

### **Description of Business**

The Berezan Hospitality Group (BHG) is a proven leader within the community of Port Moody and across the Province of British Columbia in a highly regulated business. We are a diverse group of businesses with a focus on providing an elite level of customer service within hospitality industries in a socially responsible manner. While BHG has no prior experience yet with retailing cannabis, Astrology Cannabis will fall under the umbrella of the Berezan Hospitality Group and will be managed based upon decades of prior liquor regulatory experience. Learn more about our company at [www.berezanhg.com](http://www.berezanhg.com). The business intends to operate in full compliance of all local, provincial and federally regulated laws and policies and furthermore, Astrology prides itself on setting high standards and continually meeting or exceeding its operational expectations.

### **Store Overview**

Astrology will be built out to be an open plan concept with a focus on consumer education and social responsibility. Customers can expect to be immediately welcomed when they walk into the store. The store design will allow for customers to move around from cabinet to cabinet<sup>1</sup> and to engage with employees to further promote learning and awareness. Interior design will be focused on a bright well-lit space that promotes comfortable learning and shopping, within a safe and secure environment.

### **Astrology Business**

Astrology Cannabis has applications pending with the province for additional non-medical retail cannabis stores. It is the intent of the applicant to apply for multiple locations across the province. The maximum quantity permitted by the province is 8.

### **Staffing Roles, Responsibilities and Job Creation**

The applicant intends to have approximately 10-15 employees dedicated and certified to work within the store. Employees will be on a management created schedule and will be placed depending upon daily sales volumes. Employees are the stores front line to deter theft and mitigate risk. Staff roles and responsibilities are to greet every customer and engage in a dialogue to assist the customer and to further educate and provide an enhanced experience. They will be in charge of completing a sale from start to finish as well as some in store administrative functions. All staff must be accredited by the province of British Columbia to work within a cannabis retail store.

### **Accessibility**

The store is located at grade and is accessible for guests to enter. Additionally allotted parking stalls, as indicated on the floor plan are provided for accessibility.

### **Branding**

The name of the business and exterior signage must comply with all federal, provincial and municipal requirements and be approved by the Branch. All business names and signage must comply with the advertising terms and conditions and cannot mislead the public as to what type of business the licensee operates. With respect to marketing, it is the applicant's intent to work within the community to bring awareness to the brand by building a reputation on product selection, guest services and consumer education.

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<sup>1</sup> All cabinets are locked and secured. Consumers will not have access to products. See security plan.



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### **Impact on the Area / Nuisance Behaviour**

It is expected that there would be little no impact to the surrounding area. The proposed retail space is located within a small commercial complex that has ample parking and access. The unit itself is small in size and will be constructed from some of the liquor store square footage. This retail space has been used before for commercial business and it would be expected to see the same traffic pattern within the facility. Additional monitoring and surveillance of the exterior has also been contemplated to ensure public safety is a priority. It is because of the applicant's prior experience in liquor, they have generated detail policies and procedures to mitigate any possible issues such as traffic, public safety and aesthetic

### **Compliance / Enforcement**

While not one of the requested categories within the rezoning submission requirements, the applicant believes it should be noted that it takes impact to minors seriously. Should an employee suspect a minor, they will immediately ask for two pieces of ID. If only a single ID or no ID is able to be produced the customer will be immediately asked to leave the building. Minors will not be permitted at anytime and Astrology has a zero-tolerance policy. This is a role and responsibility of each and every worker of Astrology cannabis.

### **Community Benefits**

The Berezan Hospitality Group has worked closely for decades with community partners including charitable organizations across the province such as local food banks and Canuck Place. BHG is committed to ongoing community contributions and involvement. They hire local individuals who have knowledge of the community and who are looking to be a part of an organization that offers an unprecedented level of guest service. These best practices will continue to flow through to the Astrology Brand as it develops and continues over many years.

### **Neighboring businesses**

The surrounding businesses on the property are actively involved with ownership group. Astrology will follow the same guidelines as outlined by its parent company to continually work with and be good neighbours to business. While provincial restrictions do not permit a lot of marketing, it is the intent of the applicant to continue to support local businesses where it can, hire local team members and maintain its longstanding partnerships within the community with its charitable contributions.

### **Head Office**

The BHG currently has a head office located in Langley, BC. However, there will be an administrative office created onsite to run both the liquor store and cannabis store that are co-located on the site. It should also be noted that BHG has owned and worked on the property since the late 1980's the cannabis store is proposed to continue to be situated on this site for long term.

### **Sustainability Practices / Waste Mitigation**

Astrology follows a best practice standard when dealing with products. Smell jars hold a nominal amount of product and are contained within a fully sealed receptacle that has a few small holes at the top. Consumers must pick up the smell jar and be in very close proximity to receive the odour. All other product is delivered by way of pre sealed containers direct from the Liquor Distribution Branch. There is not a case where product would be free in the store. Should a package get ripped or torn, Astrology follows a best practice to render the material "unfit for human consumption". To destroy the material, an employee would pour water on the product and mix in food waste along with kitty litter to ensure no odour would be released. Additionally, standard HVAC equipment is within the unit to add climate control all air is carried out and circulated appropriately.

### **Timelines**

If granted the municipal approvals required, Astrology will immediately undertake steps for construction once proper permits and approvals are in place. It is estimated a construction timeline of 90 from the time of all approvals would be sufficient to have the store open, inspected and fully operational.

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Summary and Location of 3030 St. Johns Street (City Cannabis Co.)



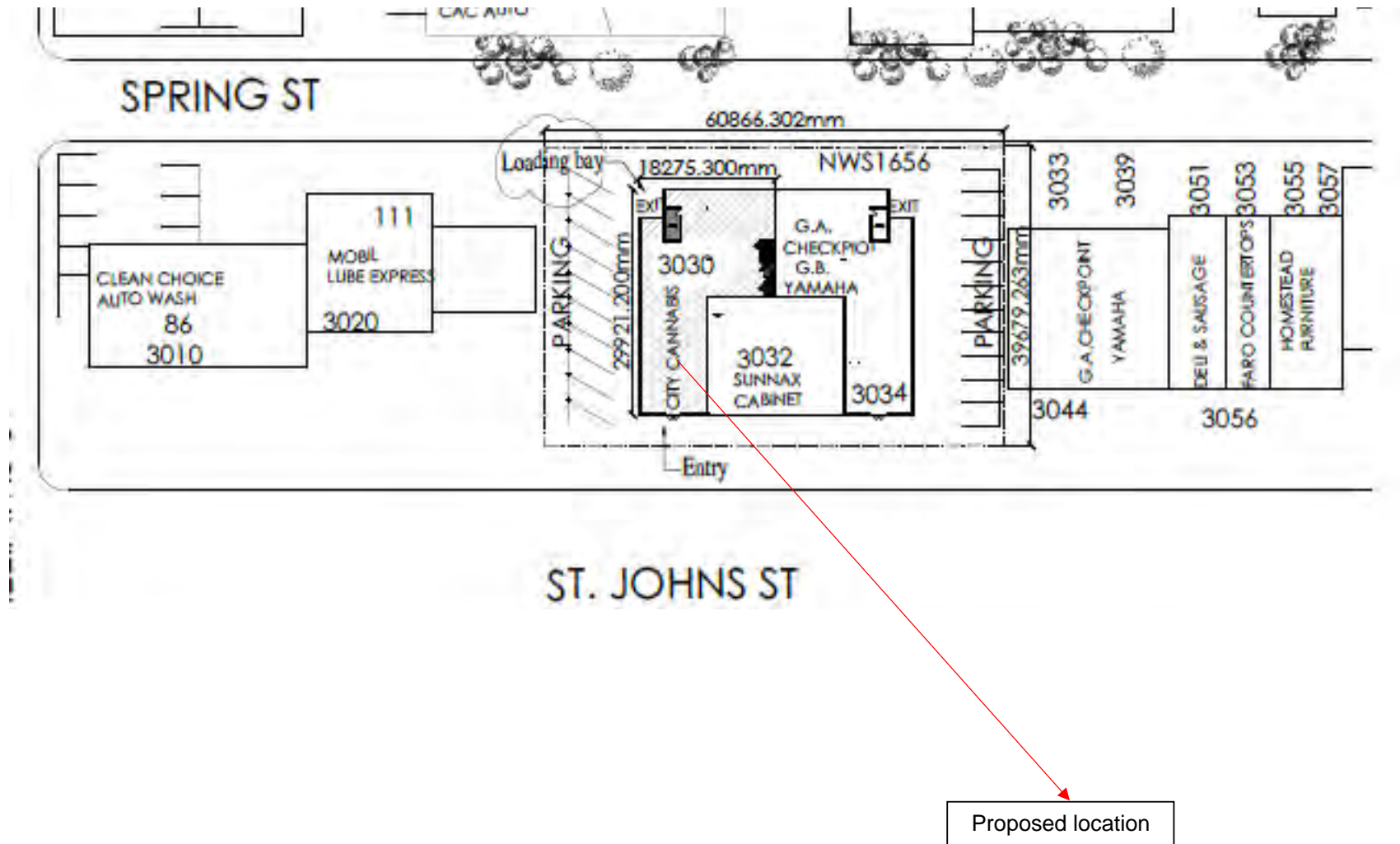
Proposed location

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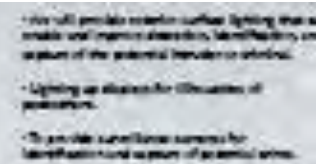
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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	✓	
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	To be demonstrated once in operation.
visually appealing storefronts, consistent with the character of nearby buildings	✓	Located in existing building. Refer to elevation.
adequate lighting within the retail space during and outside of operating hours.	✓	To be demonstrated once in operation.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Within an existing building.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	City Cannabis Co.
Hours of operation	✓	10:00 AM - 10:00 PM, 7 days a week
Previous business/retail experience (general retail and Cannabis industry)	✓	Currently operating in retail cannabis industry.
Business structure (stand alone or franchise)	✓	Franchise – currently 4 licenses in BC (2 in Vancouver)
Number of jobs created	✓	20-30 employees which include a General Manager, Store Manager, two Assistant Managers, four Host/Hostess and twelve Sales Associates. 80% to be full time employees that earn a above average wage (\$18-22 per hour)..
Accessibility	X	Not addressed.
Branding, Promotion, Marketing	✓	Advertising to comply with regulations.
Identifies how nuisance behaviour will be managed	✓	Security training for staff.
Sustainability practices	✓	Selling sustainable products.

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Community benefit/involvement	✓	Assisting vulnerable populations by developing a community benefit plan that provides assistance for causes which require support.
Intent to engage with neighbouring businesses	✓	Work closely with neighboring business for continuity of aligned retail practices
Opportunity to establish a head office in Port Moody	✓	Satellite office proposed in Port Moody to employ an additional 4-6 administrative positions for accounting and support for the Tri -Cities development. Also seeking to expand to the Fraser Valley using Port Moody office as a hub of control and operations outside of Vancouver.
Timeline for establishing the proposed business	✓	60 days.
Website	n/a	n/a

\*Further details in business proposal

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Welcome to City Cannabis Co.

At City Cannabis Co. we always strive to give the customer the most comfortable and informative experience possible. From the moment they walk in, the designated Host will always welcome them with a warm and inviting greeting. At this point we inform the customer of certain procedures and how we operate, allowing them to either proceed on their own, or continue with the sign up process. As with traditional bricks and mortar retail, City Cannabis Co provides products and services for everyday consumerism, we are an age gated business that serves the general public that possesses 2 Pieces of id, must be 19 or older to access entry, All transactions are allowable to the general public with no other regulation. City Cannabis Co abides by the regulatory processes for all patrons, we do not require memberships as per the legal regulations. Upon verification of the age gate, nothing else is required to make a purchase. Every individual is provided a concierge experience to make sure that knowledge and education is provided for safe consumption. This personal interaction will answer every and all questions, helping patrons to understand all particulars will enable them to make the rite possible decision that best meets their needs.

City Cannabis operations provide a secured environment that provides products that have been approved by Health Canada by the control and production practices that have been mandated for all suppliers for distribution practices.

City Cannabis was awarded the first two provincial licenses in Vancouver and are currently the largest retail chain in BC with four licenses. The development of systems and procedures for safe practices and procedures through due diligence have evolved policies and programs both for internal and external requirements set by the province. We currently operate the following locations; 610 Robson St - Vancouver BC, 2317 Cambie Street - Vancouver, BC, 7289 Fraser Street - Vancouver, BC, 215 Port August Street - Comox, BC.

City Cannabis has a diversified Management team that encompasses; Retail Leasing, Business Development (Licencing & Design), Retail Management, Operational Management, Legal, Accounting, Technology, Human Resources and Supply Management which equates to a cohesive team of eight professionals who are actively operating the business.

Our Port Moody team will consist of 20-30 employees which include a General Manager, Store Manager, Two Assistant Managers, Four Host/Hostess and Twelve Sales Associates of which 80% are full time employees that earn a above average wage (\$18-22 per hour). We will have a satellite office in our location at 3030 St Johns Street in Port Moody, this office will employ an additional 4-6 administrative positions for accounting and support for the Tri -Cities development. We are looking to expand to the Fraser Valley using Port Moody office as a hub of control and operations outside of Vancouver.

We will be selling approved products as per the Provincial Guidelines from LCCB, accessories will be purchased as long as they are approved products that are outlined for recreational purposes. Our operations will be open from 10:00 AM to 10:00 PM or otherwise outlined by the Municipal guidelines. City Cannabis has an extensive Training Program that requires every employee to undergo multiple levels of conformity for standards and procedures set by the Province, additional training focuses on Security, Health Benefits and individual Product knowledge that is constantly evolving in a fast-paced environment that has all checks and balances approved and signed off during the review process constantly during the term of employment.



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### COMMUNITY IMPACT STATEMENT

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The results from legalization will show significant monetary tax revenue. To ensure that positive outcomes occur alongside the considerable economic boost, the generated tax revenue could be used to fund public programs such as substance abuse and regulation of cannabis use. This would ensure that any adverse effects caused by the legalization were paid for by its own generated tax revenue.

The legalization of recreational marijuana in Canada will generate substantial taxation revenue due to the presence of significant black market for marijuana as the second most consumed substance nationwide, behind only that of alcohol. The legalization will and has resulted in the employment of more workers who can grow, sell and package marijuana for sale in the Government approved grow-ops and Licenced retailers.

The illegal market for marijuana is a major risk to the well-being of Canadian children. Removing this illegal access point through the legalization would be beneficial in terms of reducing youth illegal activity rates, and diminishing the drug dealers' power over Canadian youth. While legalization will reduce the size of the black-market activity, it will not eliminate the issue altogether. Our consumers are becoming increasingly attuned to sustainability issues and demanding to keep pace with their changing expectations. We therefore have an important role to play in promoting the accessibility of sustainable products to all consumers. Consumers want us to help make more sustainable purchases that will clearly have a positive experience. There is clearly both demand and opportunity for us to facilitate changes in consumers' sustainable purchasing behavior. It is challenge for us to manage consumer expectations - our agenda is rapid, consumers' demands for simple, quick actions with the complexity of many sustainability issues. We clearly have a potentially powerful role in getting the message across to consumers. Customers are hungry for information on the sustainability of the products they buy, but the translation of complex sustainability issues into simple consumer messaging is a tough challenge that we must build in this new industry.

The City Cannabis Co business will not negatively impact the surrounding community, cannabis operations will have no more impact on the surrounding neighborhood than a coffee shop or drugstore. Residents won't see Retail Cannabis outlets as undesirable storefronts in their neighborhood, these centers will not appear to have any impact on the urban landscape and therefore on the health of the communities in which they are located.

The City Cannabis businesses will generate community benefit that will positively impact the surrounding community by generating economic benefits like jobs, revenue, and real estate demand. City Cannabis Co will participate in giving back to the community by assisting vulnerable populations, by developing a community benefit plan that provides assistance for causes which require support. All advertising will comply with the federal Cannabis Act, the provincial Cannabis Control and Licensing Act, Regulations, and the local government requirements for the area in which the store is located. We are limited to the regulations dictated by the provincial entity, we are unable to have an association with other business that may conflict with the rules enforced by Bill C 45. We pride ourselves in providing a safe legal source for consumers, working and listening to consumers to all concerns or misgivings truly provides a mutually beneficial experience. City Cannabis is extremely diligent regarding an environment that is explanatory to be mindful to all nuances of operations for an engaging business partner. We work closely with neighboring business for continuity of aligned retail practices that delivers mutual benefits as a destination retail outlet. Driving above average consumerism daily provides additional traffic to the immediate area, spill over to adjacent business's will develop a greater benefit to all patrons for enhancement for their shopping experience. Where ever possible we would happily work with local business's to engage consumers for all their shopping needs, providing a safe and secure environment both internally as well as externally, provides continuity with all business practices. Local support of direct community involvement is part of our support to make sure that everyone benefits from City Cannabis Co. operations.

Once approval has been awarded by the Municipal entity and all requirements have been met as per the Provincial regulatory processes City Cannabis Co will apply for a BP to begin construction of the location. This process generally takes 60 days from start to finish to commence operations to the general public.



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Summary and Location of 2343 Clarke Street (Happy Hippie Cannabis Co.)



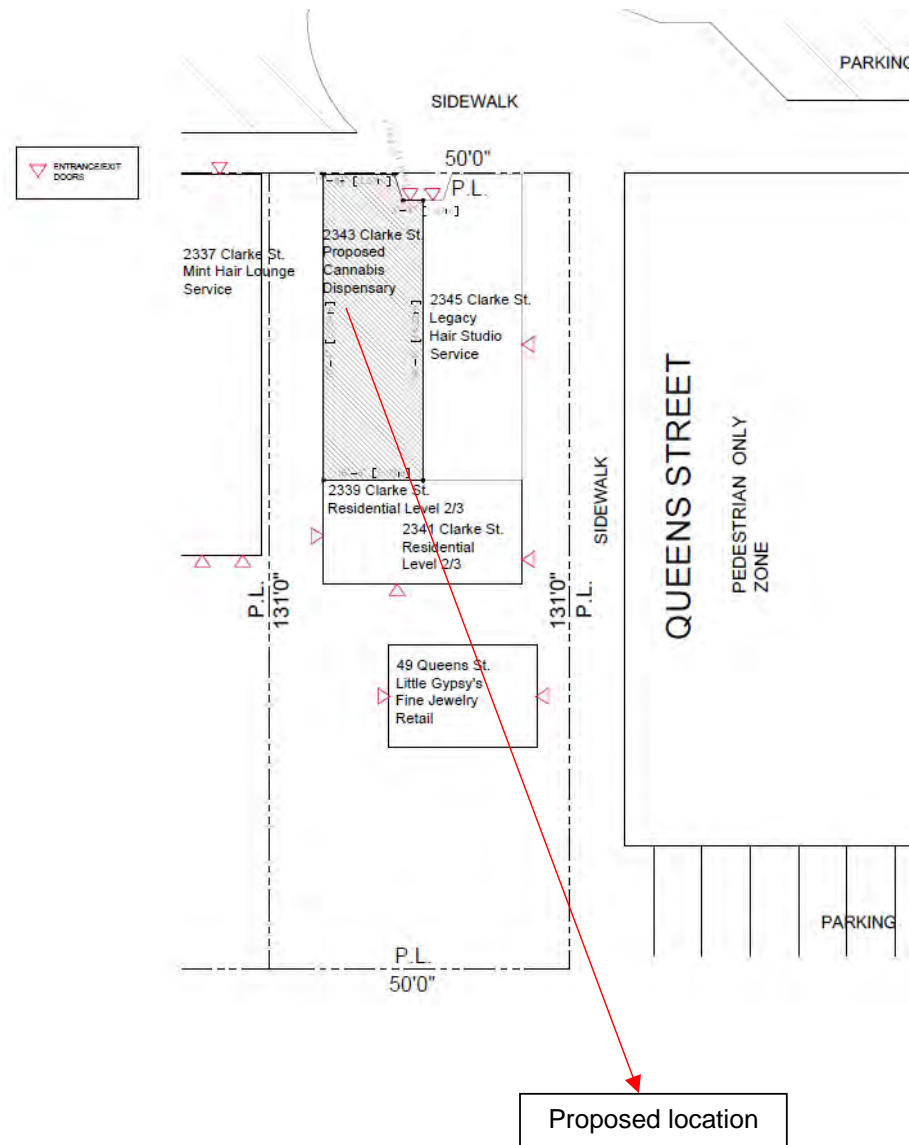
Proposed location

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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	✓	
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	CPTED plan submitted including public area for natural surveillance, landscaping, lighting, open floor plan.
visually appealing storefronts, consistent with the character of nearby buildings	✓	Located in existing building. Refer to elevation.
adequate lighting within the retail space during and outside of operating hours.	✓	Street lighting at rear of building and both sides of Barnet highway.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Protected Heritage Building and located within Moody Centre Conservation Area. Tenant improvements must comply with relevant Heritage guidelines.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	Happy Hippie Cannabis Co.
Hours of operation	✓	9:00 am-11 pm Monday to Sunday
Previous business/retail experience (general retail and Cannabis industry)	✓	20 years experience in liquor industry - owner of St. James Well in Port Moody.
Business structure (stand alone or franchise)	✓	Stand-alone
Number of jobs created	✓	10-15 staff members including assistant manager, keyholders, and floor staff (budtenders/cannabis consultants).
Accessibility	✓	Mobility aids to navigate store, large-print and braille menus.
Branding, Promotion, Marketing	✓	Online marketing with age verification.
Identifies how nuisance behaviour will be managed	✓	Incident log of all disorderly conduct and refusal of service.
Sustainability practices	✓	Packaging recycling program.

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Community benefit/involvement	✓	Currently supports Eagle Ridge Hospital foundation, Share food bank, Drive for the Cure cancer foundation, Rotary Club of Port Moody.
Intent to engage with neighbouring businesses	✓	Involved member of the Port Moody business community and participates in the Chamber of Commerce.
Opportunity to establish a head office in Port Moody	✓	Yes
Timeline for establishing the proposed business	✓	As soon as possible.
Website	✓	n/a

\*Further details in business proposal

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### **Retail Cannabis Business Proposal**

**Store Name:** Happy Hippie Cannabis Co

**Hours of Operation:** 9am-11pm

#### **My Story**

I own the St James's Well Irish pub in Port Moody. I have been involved with this business for the most part of 20 years. I started in 1999 as a busboy , and within a year I was a key holding supervisor. In 2004 I was promoted to Assistant GM and held the position for 3 years, and chose to leave to travel. In 2007 I was hired by Browns Social House to help open one of their 1st locations, and in 2008 I helped open their 4th location and was a bar manager there until December 2010. In 2011 I came back to St James's Well as a GM and bought in as 10% partner. After 6 months of working the ownership group approached myself and my father and offered us the business to purchase. We completed the purchase in 2012 and have learned a lot in the last 7 years. We currently employ 35 - 40 staff members, support various local charities such as Eagle Ridge Hospital foundation, Share food bank, Drive for the Cure cancer foundation ( which I am also on the board of directors ) , we support the Rotary Club of Port Moody hosting their weekly breakfast for the last 19 years. We have grown the business from 1.8 million in sales in 2012 to close to 2.8 million the end of this calendar year.

Although I would have liked to have experience in the cannabis retail industry, my experience in the alcohol industry and business management experience has given me a strong foundation for success. Additionally, my experience in managing regulations and compliance with the LCRB in the alcohol industry are skills that transfer well into managing a cannabis retail business. I've also been in collaboration with consultants and advisors in the cannabis industry to help me along the way.

#### **The Store**

**Staffing:** Rylie Ableman is the owner operator. Upon approval, 10-15 staff members will be hired for operations, with positions including an assistant manager, keyholders, and floor staff (budtenders/cannabis consultants) Staff will be recruited with a multi-pronged approach that will include but is not limited to job advertisement, recruiters & job fairs.

The interior of the store is being renovated prior to occupancy, and our design ensures that there is more-than-adequate space for customers with mobility aids to navigate the store. We will ensure that large-print and braille menus are available so that all customers are able to make informed purchases.

Out of an abundance of caution, to ensure that our promotional materials are only seen by those 19 years of age and older, we will limit our marketing to online channels where the age of the

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audience can be verified. As you can see from our proposed store renderings, our signage is simple and blends in well with other stores in the area.

Before commencing their employment staff will take a training course based on provincial standards, which includes proven strategies to safely identify and deal with intoxicated and/or troublesome customers. We keep an incident log of all disorderly conduct, and violators will be refused service indefinitely.

Happy Hippy Cannabis Co. will begin as a stand-alone store in Port Moody, but we are pursuing opportunities for future locations in British Columbia.

### **Commitment to Community & the Environment**

We intend to actively engage and listen to feedback from our community and surrounding businesses. As an existing business owner in Port Moody, this is nothing new to me. We will offer a cannabis packaging recycling program at our store. In addition, when consumers have the option to buy cannabis from a local, regulated store, they will be much less likely to buy from unregulated online dispensaries, reducing their presence in the area.

While provincial regulations limit the amount of public interaction we can have with other non-cannabis businesses, we plan to be an active, involved member of the Port Moody business community and participate in the Chamber of Commerce.

As this location will be the first Happy Hippy Cannabis Co. store to open, it will serve as our head office.

### **Timeline**

We plan to begin our interior renovations as soon as our rezoning application is passed by Council. We also plan to open the store as fast as possible pending all license approvals.



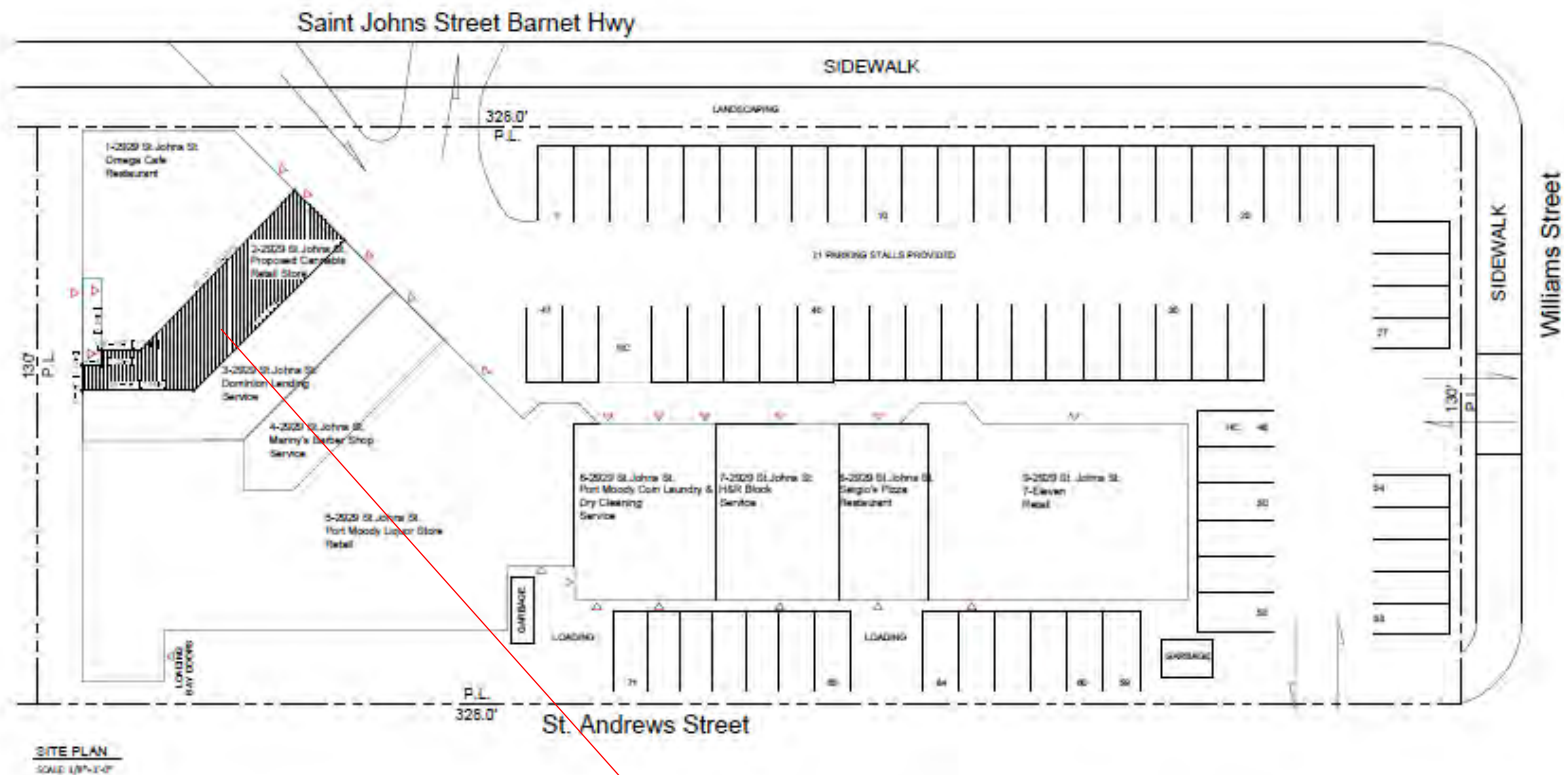


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Location and Land Use		Staff Comments
Zoned for Commercial Retail Use	✓	
Located at least 75 metres from sensitive uses (elementary, middle, and high schools, community centres playgrounds (public and strata)	✓	
Business License Requirements		
Interior sign informing customers of City smoking restrictions	n/a	(Content of sign provided by City and to be displayed at a later date when in operation).
Proof of monitored security and fire alarm contract, including video surveillance	✓	
design elements to help prevent crime, such as clear sightlines, low walls, and landscaping	✓	CPTED principles including natural surveillance, landscaping, window design, open floor plan, physical barriers.
visually appealing storefronts, consistent with the character of nearby buildings	✓	Located in existing building. Refer to elevation.
adequate lighting within the retail space during and outside of operating hours.	✓	Lighting plan for floor area and CPTED principles for exterior lighting.
Aesthetics	✓	Refer to elevation.
Meets applicable Development Permit Area Design Guidelines	✓	Within an existing building. No building exterior changes are proposed.
Meets Sign Bylaw		Tbd
Business Proposal		
Name	✓	The Herb Co.
Hours of operation	✓	10:00 AM - 10:00 PM, 7 days a week (except holidays)
Previous business/retail experience (general retail and Cannabis industry)	✓	Operating in retail cannabis industry since 2016.
Business structure (stand alone or franchise)	✓	Franchise – currently 5 DPA permits in Vancouver, one location in New Westminster. Plans for 20 stores (8 in BC, 12 Ontario).
Number of jobs created	✓	18-24 staff from Port Moody and the Tri-Cities area including manager, assistant manager, shift supervisors, budtenders.
Accessibility	✓	Training staff to provide extra assistance to customers with mobility issues, smell jars with flexible tether.
Branding, Promotion, Marketing	✓	Word of mouth, newsletter*
Identifies how nuisance behaviour will be managed	✓	Refuse service, notify police.
Sustainability practices	✓	Energy-efficient equipment and fixtures. All menus and pricing information will be digital - no physical paper labels will be

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		printed, packaging recycling program, reusable shopping bags.
Community benefit/involvement	✓	Paid volunteering program where our staff can opt to use one 8-hour shift each month volunteering for a local non-profit.
Intent to engage with neighbouring businesses	✓	Working with local businesses to contribute to make a positive impact within the community and mitigate any potential disturbances.
Opportunity to establish a head office in Port Moody	X	Not addressed.
Timeline for establishing the proposed business	✓	As soon as possible.
Website	n/a	n/a

\*Further details in business proposal

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**THE HERB CO.**

**Business Proposal**

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**The Herb Co.** was formed in 2015 after the City of Vancouver first announced they would be issuing development permits for cannabis related use, and was one of the first three companies granted municipal permits. Operating cannabis retail locations in Vancouver since 2016 has given our team invaluable experience in the industry. Through the knowledge we gained, we developed comprehensive policies, procedures and training manuals.

In addition to the cannabis industry, our management team has a strong entrepreneurial background with vast experience in establishing successful restaurants, retail and service oriented businesses from the ground up. The excellence of these businesses has been continuously recognized as demonstrated by the winning of many People's Choice awards, combined with consistently high ratings and positive reviews. The Herb Co. was voted one of the top three cannabis retailers in The Georgia Straight's 'Best of Vancouver 2017'.

### **Hours of Operation**

10:00 AM - 10:00 PM, 7 days a week (except holidays)

### **Staffing**

The location will employ 18-24 staff. Our goal is always to recruit staff from the local community, as such, we expect most of the staff to be from Port Moody and the Tri-Cities area.

### **Staff Roles and Responsibilities**

- **Manager** - implements operational rules and policies, supervises and directs the activities of staff, makes hiring decisions, ensures safety and satisfaction of all customers and employees.
- **Assistant Manager** - supports manager in carrying out managerial duties, assists with onboarding/training new staff, assists with staff education of cannabis products.
- **Shift Supervisors (4)** - ensures staff compliance with applicable regulations, runs day-to-day operations of the store, ensures cash handling, safety, and security policies are adhered to, sets and demonstrates a standard of front-line service for budtenders to adhere to.
- **Budtenders (10)** - guide and direct customers in cannabis purchasing, educate customers on various products, answer customer questions/concerns, ensure customers are of legal age to purchase cannabis in BC, assist with opening/closing of the store and other tasks.

### **The Herb Co. Locations**

The Herb Co. plans to open a total of 20 stores by the end of 2021. This will include 8 stores in B.C and 12 stores in Ontario. The company has secured 5 development permit approved locations in Vancouver. In addition, we are opening a store in the City of New Westminster. The Herb Co. received the highest score of 54 out of 56 in the city's rigorous application process and is one of six stores chosen to operate in the city. We plan on opening one more store in the

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**THE HERB CO.**

**Business Proposal**

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Lower Mainland bringing our total to 8 locations, the maximum currently allowed by the province of British Columbia.

### **A Good Neighbour**

We seek continuous engagement within our local community. This includes working together with local businesses to contribute to make a positive impact within the community and mitigate any potential disturbances. One of our community initiatives is our paid volunteering program where our staff can opt to use one 8-hour shift each month volunteering for a local nonprofit.

The Herb Co. staff are trained to look for signs of intoxication from cannabis, alcohol, and other substances. Intoxicated customers will be refused service, and the police will be notified if they appear to be a danger to themselves or others (e.g. it appears they intend to drive). As all cannabis products are distributed in a pre-packaged format, smells/odours are not expected to be an issue.

### **Marketing**

Word of mouth from the impeccable service we provide to our customers is our most effective marketing strategy. In order to ensure our promotions comply with government regulations and that promotional products are only visible to those of legal age, we will be using a limited promotion strategy. The Herb Co. will establish a newsletter which those who are 19 years of age or older can subscribe to. The newsletter will feature our products and special offers including cross promotions with our neighbouring businesses.

### **Sustainability**

The Herb Co. cares about the environment. Our store will be outfitted with energy-efficient equipment and fixtures. All of our menus and pricing information will be digital - no physical paper labels will be printed. While we have no control over the packaging used in cannabis products, we will offer a packaging recycling program at our store. In compliance with the provincial Cannabis Act, we will sell reusable shopping bags for people to carry out their purchased products, and encourage their use—no disposable bags will be provided.

### **Accessibility**

At The Herb Co., we are committed to ensuring our store is accessible to everyone 19 or older who wishes to shop with us. Staff will be trained to provide extra assistance to customers with mobility issues. Smell jars will be securely attached to counters with a flexible tether that allows use by all customers.

### **Timeline**

Once we receive approval from the City of Port Moody, we have an action plan to ensure our store opens as soon as possible. Our plan is to be fully operational as soon as rezoning & licensing are approved. By working with contractors and suppliers we have used to establish our stores in Vancouver, we will be able to have an expedited renovation process.

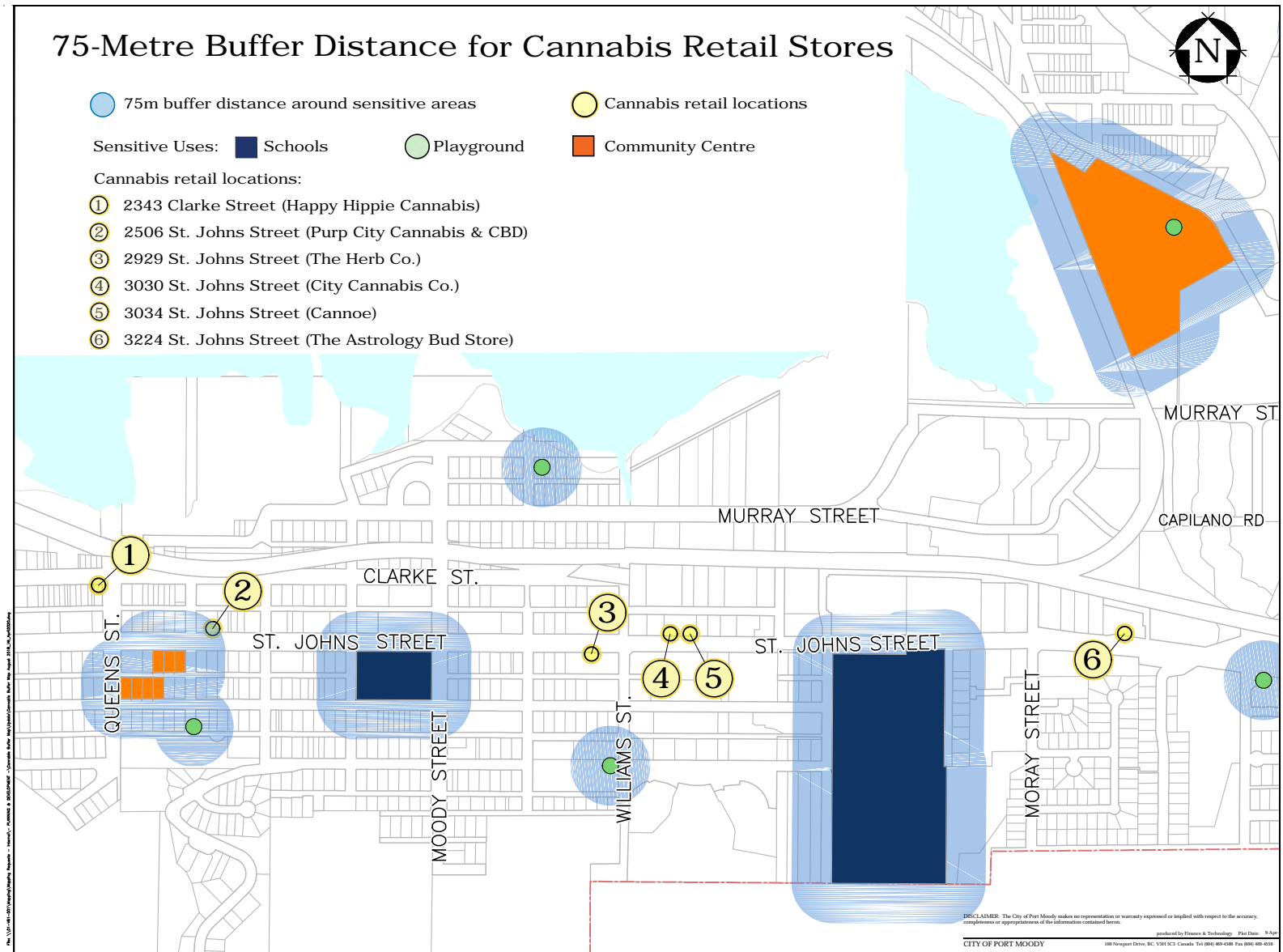


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# Considered at June 9, 2020 Special Council Meeting

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## Considered at May 12, 2020 Special Council Meeting

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### Purp City Cannabis & CBD BUFFER DIAGRAM



# Considered at June 9, 2020 Special Council Meeting

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# Considered at May 12, 2020 Special Council Meeting

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## City of Port Moody

### **Bylaw No. 3250**

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 3034 St. Johns Street (Cannoe).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Cannoe)".

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use,  
c. Site Specific:

"One Cannabis Retail Use on the property legally described as:  
Strata Lot 2 District Lot 190 Group 1 New Westminster District  
Strata Plan NW1656, Together With An Interest In The Common  
Property In Proportion To The Unit Entitlement Of the Strata Lot  
As Shown on Form 1 (for 3034 St. Johns Street – Cannoe)"

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

345

# Considered at May 12, 2020 Special Council Meeting

167

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3250 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

346

# Considered at May 12, 2020 Special Council Meeting

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## City of Port Moody

### **Bylaw No. 3251**

A Bylaw to amend the Automobile Sale and Service (C5) zone to include one site specific Cannabis Retail Use location at 3224 St. Johns Street (The Astrology Bud Store).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 36, 2020, No. 3251 (Site Specific Cannabis Rezoning – 3224 St. Johns Street – The Astrology Bud Store)".

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.5 Automobile Sale and Service (C5), 10.5.2 Permitted Use, c. Site Specific:

"One Cannabis Retail Use on the property legally described as:  
Lot 1 District Lot 233 Group 1 New Westminster District Plan  
LMP2202 (for 3224 St. Johns Street – The Astrology Bud Store)"

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

347

# Considered at May 12, 2020 Special Council Meeting

169

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

---

R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3251 of the City of Port Moody.

---

Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

348

# Considered at May 12, 2020 Special Council Meeting

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## City of Port Moody

### **Bylaw No. 3252**

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 2506 St. Johns Street (Purp City Cannabis & CBD).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 37, 2020, No. 3252 (Site Specific Cannabis Rezoning – 2506 St. Johns Street – Purp City Cannabis & CBD)".

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use, c. Site Specific:  
  
"One Cannabis Retail Use on the property legally described as:  
Strata Lot 2 District Lot 201 Group 1 New Westminster District  
Strata Plan Bcs618 Together With An Interest In The Common  
Property In Proportion To The Unit Entitlement Of The Strata Lot  
As Shown On Form V (for 2506 St. Johns Street – Purp City  
Cannabis & CBD)"

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.



# Considered at June 9, 2020 Special Council Meeting

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# Considered at May 12, 2020 Special Council Meeting

171

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

---

R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3252 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

350

# Considered at May 12, 2020 Special Council Meeting

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## City of Port Moody

### **Bylaw No. 3253**

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 3030 St. Johns Street (City Cannabis Co.).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 38, 2020, No. 3253 (Site Specific Cannabis Rezoning – 3030 St. Johns Street – City Cannabis Co.)".

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use,  
c. Site Specific:

"One Cannabis Retail Use on the property legally described as:  
Strata Lot 1 District Lot 190 Group 1 New Westminster District  
Strata Plan NW1656 Together With An Interest In The Common  
Property In Proportion To The Unit Entitlement Of the Strata Lot  
As Shown on Form 1 (for 3030 St. Johns Street – City Cannabis  
Co.)"

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

351

# Considered at May 12, 2020 Special Council Meeting

173

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

---

R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3253 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

352

# Considered at May 12, 2020 Special Council Meeting

174



## City of Port Moody

### **Bylaw No. 3254**

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 2343 Clarke Street (Happy Hippie Cannabis).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis)".

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use, c. Site Specific:  
  
"One Cannabis Retail Use on the property legally described as:  
Easterly 50 Feet Lot 34 Block 1 District Lot 202 Group 1  
New Westminster District Plan 55 Having a Frontage of 50 Feet  
on Clarke Street By Full Depth of Lot and Adjoining Queen Street  
[sic] (for 2343 Clarke Street – Happy Hippie Cannabis)"

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

353

# Considered at May 12, 2020 Special Council Meeting

175

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3254 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

354

# Considered at May 12, 2020 Special Council Meeting

176



## City of Port Moody

### **Bylaw No. 3255**

A Bylaw to amend the Neighbourhood Commercial (C2) zone to include one site specific Cannabis Retail Use location at 2929 St. Johns Street (The Herb Co.).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as “City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 40, 2020, No. 3255 (Site Specific Cannabis Rezoning – 2929 St. Johns Street – The Herb Co.)”.

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.2 Neighbourhood Commercial (C2), 10.2.2 Permitted Use, c. Site Specific:

“One Cannabis Retail Use on the property legally described as:  
Parcel “71” District Lot 201 Group 1 New Westminster District  
Reference Plan 66135 (for 2929 St. Johns Street – The Herb Co.)”

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

355

# Considered at May 12, 2020 Special Council Meeting

177

**Read a first time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a second time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3255 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer



# Considered at June 9, 2020 Special Council Meeting

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## City of Port Moody

### Bylaw No. 3250

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 3034 St. Johns Street (Cannoe).

The Council of the City of Port Moody enacts as follows:

#### 1. Citation

- 1.1 This Bylaw may be cited as "City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 35, 2020, No. 3250 (Site Specific Cannabis Rezoning – 3034 St. Johns Street – Cannoe)".

#### 2. Amendments

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use, c. Site Specific:

"One Cannabis Retail Use on the property legally described as:  
Strata Lot 2 District Lot 190 Group 1 New Westminster District  
Strata Plan NW1656, Together With An Interest In The Common  
Property In Proportion To The Unit Entitlement Of the Strata Lot  
As Shown on Form 1 (for 3034 St. Johns Street – Cannoe)"

to the end of the section and numbered consecutively in roman numerals.

#### 3. Severability

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

357

**Read a first time** this 12<sup>th</sup> day of May, 2020.

**Read a second time** this 12<sup>th</sup> day of May, 2020.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3250 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer

# Considered at June 9, 2020 Special Council Meeting

358



## City of Port Moody

### **Bylaw No. 3254**

A Bylaw to amend the General Commercial (C3) zone to include one site specific Cannabis Retail Use location at 2343 Clarke Street (Happy Hippie Cannabis).

The Council of the City of Port Moody enacts as follows:

#### **1. Citation**

- 1.1 This Bylaw may be cited as “City of Port Moody Zoning Bylaw, 2018, No. 2937, Amendment Bylaw No. 39, 2020, No. 3254 (Site Specific Cannabis Rezoning – 2343 Clarke Street – Happy Hippie Cannabis)”.

#### **2. Amendments**

- 2.1 City of Port Moody Zoning Bylaw, 2018, No. 2937 is amended by adding the following to section 10.3 General Commercial (C3), 10.3.2 Permitted Use, c. Site Specific:

“One Cannabis Retail Use on the property legally described as:  
Easterly 50 Feet Lot 34 Block 1 District Lot 202 Group 1  
New Westminster District Plan 55 Having a Frontage of 50 Feet  
on Clarke Street By Full Depth of Lot and Adjoining Queen Street  
[sic] (for 2343 Clarke Street – Happy Hippie Cannabis)”

to the end of the section and numbered consecutively in roman numerals.

#### **3. Severability**

- 3.1 If a portion of this Bylaw is found invalid by a court, it will be severed and the remainder of the Bylaw will remain in effect.

# Considered at June 9, 2020 Special Council Meeting

359

**Read a first time** this 12<sup>th</sup> day of May, 2020.

**Read a second time** this 12<sup>th</sup> day of May, 2020.

**Public Hearing** held this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Read a third time** this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**Adopted** this this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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R. Vagramov  
Mayor

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D. Shermer  
Corporate Officer

I hereby certify that the above is a true copy of Bylaw No. 3254 of the City of Port Moody.

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Dorothy Shermer  
Corporate Officer