



The City of



Development Services

FACT SHEET

## Cannabis Outlet and Cannabis Production Facility Conditional Use Permit Amendments

### Overview

In the City of San Diego, Cannabis Outlets (COs) and Cannabis Production Facilities (CPFs) are regulated per San Diego Municipal Code (SDMC) [§141.0504](#) and [§141.1004](#), respectively. Both types of cannabis businesses are issued Conditional Use Permits (CUPs) for five-year terms. An additional five years may be granted with the approval of a Process Two CUP amendment.

Pursuant to SDMC §141.0504 and §141.1004, cannabis CUP amendments can expand permitted use under limited circumstances. However, they are frequently processed for the sole purpose of extending the expiration date. The Development Services Department (DSD) is instituting a streamlined CUP amendment review process that proposes only a new expiration date with no other changes. This process will use the Cannabis Operating Fee to fund the processing of qualifying projects fully.

**Qualifying projects may not request any change to the original CUP except for a new expiration date.** The streamlined process is described below. Upon completing the streamlined review, DSD's Cannabis Business Division (CBD) staff will issue the CUP amendment, record the permit and establish the new expiration date.

### Cannabis CUP 5-Year Streamlined Amendment Process

CBD Review	Engineering Review	Environmental Review
Staff conducts planning reviews and project management. <ul style="list-style-type: none"><li>• CUP conditions compliance (except for Engineering)</li><li>• Confirm the status of the following:<ol style="list-style-type: none"><li>a) Taxes owed</li><li>b) Cannabis User Fee</li><li>c) Background Check(s) and</li><li>d) Annual Operating Permit</li><li>e) Demographic Survey</li><li>f) Compliance with current</li><li>g) CUP and Municipal Code</li></ol></li></ul>	Staff conducts engineering and transportation reviews. <ul style="list-style-type: none"><li>• Engineering CUP conditions compliance</li><li>• Americans with Disabilities Act (ADA)/accessibility Path of Travel check</li><li>• Right of Way (ROW) and access improvements checks<ol style="list-style-type: none"><li>a) Repair damaged/uplifted portions of the sidewalk</li><li>b) Repair/revise driveways, driveway transitions, curbs, curb ramps, etc., to ensure ADA compliance</li></ol></li></ul>	Staff conducts environmental reviews. CEQA review Environmental determination upon completion of CBD and Engineering staff reviews





- ROW dedications not typically required
- Additional parking not typically required

### Disqualifying Issues

These items will trigger a standard review by all disciplines with fees per [Information Bulletin 503](#).

- Alteration or expansion of uses or floor plans
- Non-compliance with any existing CUP condition
- Known code violations, whether or not a code enforcement case is currently open
- Tax delinquency
- Non-payment of cannabis user fee
- Documented criminal activity

### Advisories

1. Amendment applications must be made before the existing permit's expiration date.
  - If this occurs, the existing permit is extended while the amendment is being processed per [SDMC 126.0114\(d\)](#), provided resubmittals occur in a timely manner per [SDMC 126.0115](#).
  - If this does not occur, the existing permit expires, and the site is no longer entitled. Sites with expired permits may not operate until a new permit is obtained.
2. Project applications that take longer than 90 days to respond substantively to comments will be closed per [SDMC 126.0115](#), and the expiration date will revert to that of the original permit. This may cause permits to expire. Sites with expired permits may not operate until a new permit is obtained.

### Questions?

For project submittal information, review [Information Bulletin 171](#). For questions, please email [DSDCannabis@sandiego.gov](mailto:DSDCannabis@sandiego.gov).