



Building Department

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Instructions for submitting an Application for Zoning Certificate to Cultivate Medical Marihuana

No person is permitted to use or occupy, or permit the use of occupancy of any structure or premises, or any part thereof, within the Charter Township of Shelby until a Zoning Certificate to Cultivate Medical Marihuana has been issued for the use.

The purpose of a Zoning Certificate to Cultivate Medical Marihuana is to insure that a proposed use conforms to the requirements of the Zoning Ordinance of the Charter Township of Shelby and is a permissible use within the zoning district where the proposed use will be located and to record certain information for use by the Police and Fire Departments.

APPLICATION

Applications need to be submitted along with or prior to the building permit application submittal. All sections of the application need to be filled out. Copies (front and back) of the caregiver cards and their patient's cards must be submitted with application. If there is more than one caregiver a separate list identifying each caregiver, caregiver contact information and patient information is required. The property owner's (if not the applicant) signature is also required. The applicant, or agent for the applicant, must submit a legible copy of his or her operator license, or State of Michigan ID, when an application is filed.

INSPECTIONS

Initial inspections are performed once the building permit and trade permits are issued. You are not permitted to use, or occupy, the subject property until you are in possession of a **Zoning Certificate to Cultivate Medical Marihuana** and a Certificate of Occupancy. These Certificates will not be issued until all required inspections have first been completed and approved.

Note: The operations of a registered primary caregiver within an industrial zoning district shall only be permitted upon the issuance of a **Zoning Certificate to Cultivate Medical Marihuana**. Such certificate is **required to be renewed annually** and is subject to inspections by the building and fire department as well as the police department for compliance with the provisions of this Ordinance and for the issuance of the certificate and its renewals.

FEE

Required application fee is \$1,500. The annual renewal fee is \$250.