

Adult-Use Marijuana Supplemental Submittals Guidelines

Responses by Retail Marijuana Establishments to the Adult-Use Marijuana Establishments RFI were due June 6, 2020. The Review Working Group completed its work and submitted its recommendations to the Select Board on October 14, 2020. The process established by the Select Board in the RFI allows the Select Board to accept supplemental submission materials and presentations from respondents to help inform the Board's decision making process. The following seeks to define, set parameters, and provide expectations by which applicants are requested to submit such supplemental materials.

Submission of Supplemental Materials Timeline and Requirements

1. Submissions of materials are due by close of business on **March 31, 2021**. Submissions must include all materials identified under submission materials below.
2. Each respondent shall conduct a virtual community meeting during the month of March 2021. Letters requesting authorization for virtual community meetings, consistent with CCC requirements, must be received by the Community & Economic Development Department by February 16, 2021. Community Meetings shall be held in March 2021 and shall be consistent with CCC requirements. Applicants are responsible for setting up a zoom meeting with live transcription services and shall provide a recording of the meeting to the Town within 48 hours following the meeting.
3. To review the supplemental submission, the Town Administrator shall create an employee staffed Retail Marijuana Review Group, which will meet in April and prepare and provide a report and recommendation to the Select Board. The review group will rely on the previous review of the RFI submissions and materials, as well as the supplemental materials provided. The review will be based on the same criteria as found in the RFI.
4. The Select Board, at their discretion, will begin reviewing the supplemental materials and the report and recommendation from the review group following the 2021 Spring Annual Town Meeting (estimated to finish the second week of May).

Submission Materials

1. The Select Board has requested supplemental materials from the following companies:

C3 Industries	42 Worcester
Revolutionary Clinics	6 Worcester
Justice Grown	95 Worcester
ReLeaf Alternatives	291 Worcester
Phytotherapy	45-61 Worcester

2. Respondents have the option to propose a new location so long as the location is compliant with current zoning at the time of the submission, and subject to providing the following documentation, which is not included in the page count limit below:

Documentation of the proposed address for the Marijuana Establishment and evidence of property interest or site control in the form of clear title, an option to purchase, a legally enforceable agreement to give title, or documentation evidencing legal authorization to use the premises, such as a lease or option to lease.

3. New submission materials may reflect changes to a Retail Marijuana Establishment company's original RFI response, may seek to clarify any components of the original RFI response, or may simply be supplemental materials to the original RFI response.
4. Submitted materials are limited to no more than five pages, exclusive of illustrations or plans. Respondents are encouraged to be concise and to focus on the proposed changes to the previously submitted materials.

Presentation to the Select Board

At the discretion of the Select Board, respondents (some or all) may be invited to present to the Select Board. If presentations are requested, the selected respondent will be given up to 15 minutes to present, exclusive of questions by the Board. Respondents are encouraged to submit presentation materials at least one week prior to their scheduled date of presentation.