



CANNABIS TESTING LABORATORY PERMIT APPLICATION FAQ

On January 23, 2018, the Irvine City Council approved Ordinance 18-02, Irvine Municipal Code (IMC) Division 22, Title 4 to allow Cannabis Testing Laboratory (CTL) within City limits. Please review the Frequently Asked Questions or FAQ's regarding the application process, required material and other pertinent information. Supporting documents are available online at the City of Irvine's webpage: cityofirvine.org/cannabislab.

Should you have any questions, please contact Planning and Zoning at 949-724-6308 or at dac@cityofirvine.org.

FREQUENTLY ASKED QUESTIONS

What types of Cannabis activities are allowed within the City of Irvine?

All commercial cannabis activities (both medicinal and adult use), other than cannabis testing laboratories, are prohibited within the City of Irvine.

Where do I find the application forms?

All forms related to the cannabis testing laboratory permit process can be found online at cityofirvine.org/cannabislab. Complete the City of Irvine cannabis testing laboratory permit application form and provide the required supplemental information in pdf format.

Who do I submit my application to?

All cannabis testing laboratory permits are processed through the Community Development Department. To submit your application, email Planning and Zoning at dac@cityofirvine.org.

How much is a Cannabis Testing Lab Permit and what forms of payment are accepted?

The fee for a cannabis testing laboratory permit is \$10,106.35 and the required inspection fee is \$2,850.03. Payment can be made by credit card or check through the City's Online Payment Portal.

Is my application fee refundable if I am not issued a permit or if my application is otherwise disqualified?

Your payment will not be refunded.

How long does the application process take?

The City Manager or his/her designee shall either approve, conditionally approve, or deny the application within 60 days of the application being deemed complete. The City Manager's decision will be final. The City Manager or his/her designee shall provide the Applicant with written notice of his/her decision.

Does every owner of the Cannabis Testing Laboratory need to submit to a background check?

Yes, every owner must be listed in the application and complete the Irvine Background Application via a separate application and Live Scan form. They must then complete a Live Scan by doing the following:

1. Make an appointment with the Irvine Police Department for each person to be processed. To make an appointment, call 949-724-7000 and let them know you would like to make a Live Scan appointment.
2. Staff will assign a unique form with an identifier code for each individual that is listed in the application.
3. The Police Department will provide two copies of the completed Live Scan form. One copy should be retained for your records and the other submitted with the application.

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How long is the Cannabis Testing Laboratory permit valid?

1 year.

When can I renew the Cannabis Testing Laboratory permit?

You must renew at least 60 days before expiration of the permit. No temporary permits will be issued.

The cannabis testing laboratory renewal application can be found at [CTL Renewal Application](#) . There is renewal permit fee of \$4,068.78 and an inspection fee of \$2,850.03.

Do I need to submit my application for Zoning Verification?

Once the Community Development Department (CD) receives the Cannabis Testing Laboratory Permit Application it will automatically be reviewed for Zoning Compliance. Once CD has confirmed that the proposed laboratory is located on a site that meets all of the requirements of the City's Zoning Ordinance, General Plan, and further that the applicant has complied with all requirements of the California Environmental Quality Act, it will be submitted to the Administrative Services (AS) Division for GIS mapping. GIS will confirm that the proposed laboratory is located at least 600 feet away from any parcel zoned for residential purposes and at least 600 feet away from any school (whether public, private, or charter, including pre-school, transitional kindergarten, and K-12), commercial day care center, or youth center. This verification ensures that the location proposal meets the City's locational requirements.

Is the City of Irvine's Zoning Ordinance online?

Yes, <http://www.municode.com/library/ca/irvine/codes/zoning>

What are the Permit Application Fees?

Permit Fee: \$10,106.35

Other Fees

Inspection Fee: \$ 2,850.03

Live Scan Fee* \$ 112.00 (each person listed on application)

Background Review* \$ 300.00 (each person listed on application)

*Paid at Public Safety

Annual Renewal Fee: \$ 4,068.78

Renewal Inspection Fee: \$ 2,850.03

**For more information, additional forms, and a copy of the ordinance,
please visit: cityofirvine.org/cannabislab**