

DAMARISCOTTA MEDICAL MARIJUANA LICENSING ORDINANCE

Approved at the June 15, 2022 ATM

**§902.1 - Authority.**

This ordinance is enacted pursuant to authority granted under 30-A M.R.S. § 3001, 22 M.R.S. § 2423-A(14) and 22 M.R.S. § 2429-D.

**§902.2 - Purpose.**

The purpose of this ordinance is to provide procedures and standards relating to the operation of medical marijuana establishments and to require their annual licensing.

**§902.3 - Definitions.**

As used in this ordinance, unless the context otherwise indicates, the following terms have the following meanings:

**Disqualifying Drug Offense:** a conviction for a violation of a State or federal controlled substance law that is a crime punishable by imprisonment for one year or more, but does not include (1) An offense for which the sentence, including any term of probation, incarceration or supervised release, was completed 10 or more years earlier; or (2) An offense that consisted of conduct that would have been permitted under the Maine Medical Use of Marijuana Act.

**Medical Marijuana Establishment:** a registered caregiver retail store, registered dispensary, medical marijuana testing facility, or medical marijuana manufacturing facility.

**Medical Marijuana Testing Facility:** a public or private laboratory authorized under State law to test medical marijuana for contamination, potency or cannabinoid profile.

**Medical Marijuana Manufacturing Facility:** a manufacturing facility authorized under State law to manufacture marijuana products for medical use or to engage in marijuana extraction for medical use.

**Person:** any individual, corporation, partnership or association

**Registered Caregiver:** A person who is registered by the Maine Department of Administrative and Financial Services, or other Department designated by Statute, per 22 M.R.S. § 2425-A.

**Registered Caregiver Retail Store:** A store licensed under State and local laws that has attributes generally associated with retail stores, including, but not limited to, a fixed location, a sign, regular business hours, accessibility to the public and sales of goods or services directly to a consumer, and that is used by a registered caregiver to offer marijuana plants or harvested marijuana for sale to qualifying patients.

**State Registration Authority:** the authority created or designated by the State for the purpose of regulating and controlling registration for medical marijuana establishments. Unless otherwise defined in this Ordinance, the terms referred to in this Ordinance shall mean the same as they are defined in the definitions section in 22 M.R.S. § 2422 and when not defined in Statutes as they are referenced in Title 22.

**§902.4 - Establishments allowed; License required.**

- (1) Pursuant to 22 M.R.S. §2429-D, the operation of medical marijuana establishments is allowed, subject to the restrictions of this ordinance and applicable State and local law.
- (2) No person shall operate a medical marijuana establishment, nor shall any property owner permit the use of his or her premises to be operated as a medical marijuana establishment, without a valid license issued by the Town. A separate type of license must be obtained for each establishment located on the same premises. Each premises is limited to no more than one (1) of the same type of license. Each license shall be for a period of one year from the date of its issuance. A license must be obtained prior to the opening of a medical marijuana establishment. Applications for renewal licenses shall be submitted at least ninety (90) days prior to expiration of the existing term. Any licensee that fails to submit a renewal application by the applicable deadline shall not have authority to operate until a license is granted.
- (3) No person who holds a license for any given establishment allowed herein shall be permitted to apply for the same type of license at the same establishment or any other location in Damariscotta if that person, as owner, officer, member, manager or partner, holds the same type of license.
- (4) The licensing requirements of this ordinance shall not be construed or applied to prohibit the operation of any medical marijuana establishment continuously operating with municipal approval since before December 13, 2018. However, as of January 6, 2020, all such medical marijuana establishments must comply with all licensing ordinance requirements.

**§902.5 – New Applications.**

Each applicant for a medical marijuana establishment license shall complete and file an application on the form provided by the Town Clerk, together with the applicable nonrefundable application fee, as well as the following supporting materials:

- (1) A copy of the applicant’s State registration application and supporting documentation, as submitted to the State registration authority.
- (2) Evidence of all State approvals or conditional approvals required to operate a medical marijuana establishment, including, but not limited to, a State registry identification card or registration certificate.
- (3) If not included in the applicant’s State registration application, a description of the form of ownership of the business enterprise together with attested copies of any articles of incorporation, bylaws, operating agreement, partnership agreement or articles of

association that govern the entity that will own and/or operate the medical marijuana establishment.

- (4) If not included in the applicant's State registration application, an affidavit that identifies all owners, officers, members, managers or partners of the applicant, their ownership interests, and their places of residence at the time of the application and for the immediately preceding three (3) years. Supporting documents, including but not limited to motor vehicle operator's license, motor vehicle registration, voter registration or utility bills shall be provided.
- (5) A release for each applicant and for each officer, owner, member, manager or partner of the applicant seeking a license allowing the Town of Damariscotta to obtain criminal records and other background information related to the individual.
- (6) A Statement as to the precise nature of the business with a description of the nature of all products and services offered to its customers.
- (7) A description of the premises for which the license is sought, including a plan of the premises and a list of all equipment, parts and inventory used in the operation of the medical marijuana establishment.
- (8) Evidence of an interest in the premises in which the medical marijuana establishment will be located, together with the form of interest, along with the written consent of the owner of the premises for such use if the applicant is not the owner.
- (9) Evidence of all land use approvals or conditional land use approvals required to operate the medical marijuana establishment, or applications that have been filed and are pending for the required approvals, including but not limited to building permit, conditional or special use approval, change of use permit and/or certificate of occupancy.
- (10) Evidence of all other approvals or conditional approvals required to operate the medical marijuana establishment, including any applicable food or victualer's license.
- (11) Evidence of compliance with the requirements of this ordinance and Planning Board approval.

If the Town Clerk determines that a submitted application is not complete, the clerk shall notify the applicant within ten (10) business days of the additional information required to process the application. If such additional information is not submitted within thirty (30) days of the clerk's request, the application may be denied.

**§902.6 - Investigation of applicant, officers, etc.**

Upon receipt of an application or of a notice of a change of any of the individuals listed in Section 5 above, the Town shall provide copies of the completed application to the following staff members for purposes of conducting the investigations and issuing reports as listed below:

- (1) The Code Enforcement Officer shall inspect the location or the proposed location to determine whether the applicable ordinances relating to land use issues and building and safety codes issues have been satisfied and shall report findings in writing to the Town Clerk.
- (2) The Fire Chief or his/her agent shall inspect the location or proposed location to determine if all Town ordinances and any other applicable regulations concerning fire, health, and safety have been satisfied and shall report findings in writing to the Town Clerk; and

- (3) The Police Chief or his/her agent shall investigate the application, including the criminal history record information and shall report findings in writing to the Town Clerk.

**§902.7 - Action on application.**

(1) *Public hearing.* The Town Clerk, upon receipt of a completed application and upon receipt of the reports required under Section 6 above, shall schedule a public hearing at a regular or special meeting of the Board of Selectmen and shall arrange for public notice of the public hearing to appear in the newspaper of general circulation within the Town of Damariscotta at least six (6) days prior to the date of the scheduled public hearing. The scheduling of the hearing may be delayed if there are more applications than the total number of licenses allocated per Section 902.13. Costs of the hearing notice shall be paid out of the application fee. This public hearing before the Board of Selectmen is in addition to any public hearing that may be required before the Planning Board in accordance with the Town's Land Use and Site Plan Review Ordinances.

(2) *Board of Selectmen action.* The Board after notice and public hearing, shall determine whether the applicant complies with the requirements of this ordinance. In issuing or renewing licenses, the Board shall give consideration to:

- A. The character of the applicant
- B. the location of the place of business
- C. The manner in which the business has been operated; and
- D. Whether the operation has endangered the safety of persons in or on areas surrounding the place of business.”

Upon determination by the Board that the applicant has met the requirements of this ordinance, the Board shall approve the application and authorize the Town Clerk to issue the license upon payment of the license fee. Failure to pay the license fee within 30 days of Board action on the application shall constitute disapproval of the application and any fees paid to date shall be forfeited.

**§902.8 - Status of license—Display.**

No license issued under this ordinance may be assigned or transferred to another entity. Any change in ownership or change in the officers of an owner shall require a new license. Licenses are limited to the premises for which they are issued and are not transferable to another location. The license shall be displayed in a conspicuous place in the medical marijuana establishment for which the license is issued.

**§902.9 - Duty to update information.**

Any licensee issued a license under this ordinance shall have the duty to maintain updated and accurate information regarding all of the information provided pursuant to the application

process within ten days of any change of status. Failure to provide and maintain current and accurate information may result in revocation of the applicant's license.

**§902.10 - Standards for approval, denial, revocation, penalties.**

A license application for a medical marijuana establishment shall be denied by the Board of Selectmen, and an existing license may be suspended or revoked by the Board of Selectmen after notice and hearing, if the applicant, or any owner of the applicant or licensee:

- (1) Fails to meet the requirements of this ordinance.
- (2) Is not at least twenty-one (21) years of age.
- (3) Is not a resident of the State of Maine.
- (4) Has had a license for a marijuana establishment revoked by a municipality or by the State.
- (5) Has not acquired all necessary State and local approvals prior to issuance of the license including any approvals required by the Planning Board or Code Enforcement Officer.
- (6) Has been convicted of a disqualifying drug offense.
- (7) Has provided false or misleading information in connection with the license application.
- (8) Fails to begin operation and become fully operational within the following time frames:
  - (A) Registered caregiver retail store shall begin operation within sixty (60) days of issuance of the town license and shall be fully operational within one hundred twenty (120) days of issuance of said license.
  - (B) All other medical marijuana establishments shall begin operation within one hundred twenty (120) days of issuance of the town license and shall be fully operational within one (1) year of issuance of said license.
- (9) Penalties
  - (A) If the Board of Selectmen revokes a license pursuant to §902.10, the licensee is prohibited from applying for or holding a license for any adult use marijuana establishment for a period of three (3) years from the date of revocation.
  - (B) If the Board of Selectmen revokes a license pursuant to §902.10, the licensee will forfeit the licensing fee and any other fees paid to the town associated with applying for the license.

**§902.11 - Operating Requirements.**

In order to obtain a license pursuant to this ordinance, the applicant shall demonstrate to the Board of Selectmen that the following requirements will be met. A licensee shall comply with all of these requirements during the term of the license.

(1) *Fixed location.*

All licensed premises shall be fixed, permanent locations. Licensees shall not be permitted to operate medical marijuana establishments in other than the licensed premises, such as at farmer's markets, farm stands or kiosks.

(2) *Security.*

(a) The licensed premises shall have lockable doors and windows and shall be served by an alarm system that includes automatic notification to a private alarm service. Upon notification of an alarm, the licensee or an authorized representative must respond to the premises.

(b) The licensed premises shall have video surveillance capable of covering the exterior and interior of the facility. The video surveillance system shall be operated with continuous recording twenty-four hours per day, seven days per week and video shall be retained for a minimum duration of fourteen (14) calendar days. Such records shall be made available to law enforcement agencies when investigating a criminal complaint.

(c) The licensed premises shall have exterior lights with motion sensors covering the full perimeter of the building(s) in accordance with applicable zoning requirements.

(3) *Ventilation.*

(a) The licensed premises shall comply with all odor and air pollution standards established by ordinance.

(b) All medical marijuana establishments shall have an odor mitigation system installed that has been approved by a Maine licensed engineer, indicating that the system will provide odor control sufficient to ensure that no odors are perceptible off the premises.

(4) *Compliance with requirements of State and local law.*

A medical marijuana establishment shall meet all operating and other requirements of State and local law. To the extent the State has adopted or adopts in the future any law or regulation governing medical marijuana establishments that conflicts in any way with the provisions of this ordinance, the more restrictive shall control.

**§902.12 - Violations; penalties.**

(1) In addition to revocation or suspension of a medical marijuana establishment license as provided in this ordinance, the violation of any provision of this ordinance shall be punished by a fine of not less than \$500.00 nor more than \$2,500.00 for each offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense. In addition to such penalty, the Town may enjoin or abate any violation of this ordinance. All fines and penalties, together with costs of prosecution of violations, which shall include the Town's cost and attorney's fees, shall inure to the benefit of the Town.

(2) This section shall be enforced by the Damariscotta Police Department (DPD), the Damariscotta Code Enforcement Officer, and/or their designees. Notice of violations by medical marijuana establishment licensees of other provisions of this Code shall be provided to the Police Chief, Town officers, and Town Attorney.

- (3) The DPD and the Code Enforcement Officer may at any reasonable time conduct on-site inspections to ensure compliance with all applicable laws and conditions attached to license approvals and shall investigate all complaints of alleged violations of the ordinance.
- (4) If the DPD or the Code Enforcement Officer finds that any provision of this Ordinance is being violated, they shall notify in writing the person responsible for such violation, indicating the nature of the violation and ordering the action necessary to correct it, including but not limited to, discontinuance of illegal use of land, buildings, or structures, or work being done, removal of illegal buildings or structures, and abatement or mitigation of violations. A copy of such notices shall be submitted to the Town Clerk and be maintained as a permanent record.

**§902.13 – Limitations in licenses. Lottery.**

No more than the specified quantities of licenses shall be issued.

Registered caregiver retail store:	2 (including store(s) in operation prior to December 13, 2018)
Medical Marijuana Manufacturing facility:	3
Medical Marijuana testing facility:	no limit

Existing licenses shall be renewed annually, unless revoked under the provisions of this ordinance, upon timely submittal of a renewal application and any required annual fees. In the event that a greater number of valid license applications (including the applicable fees) are submitted than can be issued within these limitations within a 30 calendar day timeframe after the first conditionally approved license application is submitted, a lottery shall be conducted to randomly determine which qualified applicants shall have the first opportunity to receive the public hearings required to complete the licensing process pursuant to this Ordinance.

**§902.14 - License fees.**

The initial annual license fees shall be set by the Board of Selectmen as part of the Town’s licensing and permit fee schedule.

**§902.15 - Severability.**

If any section, phrase, sentence or portion of this ordinance is for any reason held invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**§902.16 - Appeals.**

An appeal from any final decision of the Board of Selectmen under this ordinance may be taken by any party to Board of Appeals within 30 days of the decision, pursuant to Board of Appeals Ordinance Section 5(A)(3).

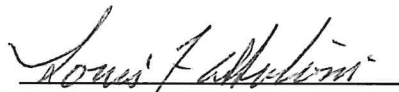
**Legislative History**

Enacted: November 5, 2019; effective date: January 6, 2020.

Revised: June 15, 2022; Define “person”, limit number of licenses per person and per establishment; limit reapplication if license revoked, require operation in a timely manner, permit both the CEO and Police Department to enforce.

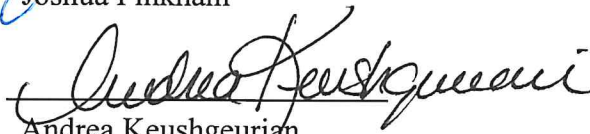
**SELECT BOARD:**

  
\_\_\_\_\_  
Daryl Fraser, Chairman

  
\_\_\_\_\_  
Louis Abbotoni, Vice-Chairman

  
\_\_\_\_\_  
Joshua Pinkham

  
\_\_\_\_\_  
Tom Anderson

  
\_\_\_\_\_  
Andrea Keushgeurian

Select Board  
Town of Damariscotta

Attest: A true copy of an ordinance entitled “Medical Marijuana Licensing Ordinance Damariscotta, Maine”, as certified to me by the municipal officers of Damariscotta, Maine on 07.06.2022.

  
\_\_\_\_\_  
Rebecca J. Bartolotta, Town Clerk,  
Damariscotta, Maine