

The Office of Cannabis Affairs

Approval Process for Temporary Marijuana Events in Detroit

www.HomeGrownDetroit.org



TAKE PART
Opportunity Rising



Learning Objectives

By the end of this learning module, you will be able to:

- Understand the definition of a 'marijuana event organizer' and a 'temporary marijuana event' license;
- Understand the process for applying to be a marijuana event organizer in the State of Michigan as well as in the City of Detroit;
- Understand the process for applying for a temporary marijuana event license;
- Understand the relevant city and state submission timelines for receiving a temporary marijuana event license;
- Understand the role of the Marijuana License Review Committee (MLRC) in the temporary marijuana event application process; and
- Understand the licensing fees associated with submitting a temporary marijuana event application.

Definitions

Marijuana Event Organizer

Per City of Detroit Ordinance No. 2022-11, **“Marijuana Event Organizer”** means a state license holder authorized to apply for a temporary marijuana event license in accordance with the 2018 Michigan Regulation and Taxation of Marijuana Act (“MRTMA”).

Temporary Marijuana Event License

Per City of Detroit Ordinance No. 2022-11, **“Temporary Marijuana Event”** means a license held by a Marijuana Event Organizer under this article and the MRTMA, which the state has approved, that authorizes an event where the onsite sale or consumption of marijuana products, or both, are authorized at the location and on the dates indicated on the state operating license.

Michigan CRA Bulletin 10-27-2020

Michigan Cannabis Regulatory Agency (CRA) Bulletin 10-27-2020 on Temporary Marijuana Events (which can be found at www.Michigan.gov/cra/bulletins) is an excellent resource for individuals applying for licensure. In part, this bulletin states:

- The application for the Temporary Marijuana Event must be received by the CRA at least 90 days before the first day of the event. This 90-day timeframe is to ensure the CRA has ample processing time to approve and issue a license for the event prior to it occurring.
- The steps for obtaining a Temporary Marijuana Event license from the State of Michigan – which must be completed in this order – are as follows:
 1. Obtain Prequalification status
 2. Obtain a Marijuana Event Organizer license
 3. Obtain a Temporary Marijuana Event license

Why is becoming a Marijuana Event Organizer the first step to having a Temporary Marijuana Event?



Per State Law, **ONLY** a state-licensed Marijuana Event Organizer can apply for a Temporary Marijuana Event license! In order to host a temporary marijuana event, you **MUST** hire or be a state-licensed Marijuana Event Organizer and register that Event Organizer license with the City of Detroit. The Event Organizer represents the host of the Temporary Marijuana Event and is responsible for compliance with laws and regulations.

How To Become a Marijuana Event Organizer

Step 1 – Get Pre-qualified

MRTMA Prequalification Application



The screenshot displays the Cannabis Regulatory Agency website. At the top left is the agency logo, a teal square with a white outline of Michigan, followed by the text "Cannabis Regulatory Agency". A navigation bar below the logo contains the following items: "Sections" with a dropdown arrow, "Resources" with a dropdown arrow, "I Need To" with a dropdown arrow, "I Want To Learn About" with a dropdown arrow, "File a Complaint", and "Contact Us". Below the navigation bar is a large dark teal banner with the text "Online Application Resources" in white. Underneath the banner is a breadcrumb trail: a home icon, followed by "> Sections", "> Adult-Use Establishments", and "> Online Application Resources". Below the breadcrumb trail is the heading "Online Application Resources" in bold. Underneath this heading is a bulleted list of three links: "Registering and Creating an Accela User Account", "Step 1 - Prequalification Instructions", and "Step 2 - Establishment Licensing Instructions".

Cannabis Regulatory Agency

Sections ▾ Resources ▾ I Need To ▾ I Want To Learn About ▾ File a Complaint Contact Us

Online Application Resources

Home > Sections > Adult-Use Establishments > Online Application Resources

Online Application Resources

- [Registering and Creating an Accela User Account](#)
- [Step 1 - Prequalification Instructions](#)
- [Step 2 - Establishment Licensing Instructions](#)

Step 2 – Apply for an Event Organizer license with CRA

MRTMA License Application



The screenshot shows the Cannabis Regulatory Agency website. At the top left is the agency logo, a green square with a white outline of Michigan, followed by the text "Cannabis Regulatory Agency". To the right is a search icon. Below the header is a navigation menu with items: "Sections", "Resources", "I Need To", "I Want To Learn About", "File a Complaint", and "Contact Us". The main content area features a large banner with a dark blue background on the left containing the text "Adult-Use Establishments" in white. The right side of the banner shows a close-up of several wooden cannabis seeds with a green leaf pattern engraved on them. In the bottom right corner of the banner is the Cannabis Regulatory Agency logo. Below the banner is a breadcrumb trail: "Home > Sections > Adult-Use Establishments". The main text block contains the following text: "The Cannabis Regulatory Agency (CRA) regulates the state's adult-use marijuana establishments and licensees in accordance with the Michigan Regulation and Taxation of Marihuana Act (MRTMA) and its associated administrative rules. [View the law and rules.](#)" To the right of this text is the Cannabis Regulatory Agency logo, which consists of a green outline of Michigan and the text "CANNABIS REGULATORY AGENCY" in green. Below the text is a blue button labeled "Apply Online".



Step 3 – Register the Event Organizer license with the City of Detroit

www.HomeGrownDetroit.org

Office of Marijuana Ventures & Entrepreneurship

 <p>APPLY FOR A LICENSE Quick Steps to Obtain Adult-Use or Medical Marijuana Licenses</p>	 <p>TECHNICAL ASSISTANCE & WORKSHOPS Get technical support</p>	 <p>SOCIAL EQUITY RESOURCES Learn more about programs and applications</p>	 <p>ZONING APPROVAL & BUILDING PERMITS Permit Process for Marijuana Business Owners</p>
 <p>DETROIT LEGACY PROGRAM Learn more about the Detroit Legacy Program</p>	 <p>ZONING MAP Zoning for Retailers, Microbusiness, Consumption, and Safety Compliance</p>	 <p>ZONING MAP Zoning for Growers, Processors, and Secure Transporters</p>	 <p>INFORMATION, LAWS & RESOURCES Ordinances, State Webpage, State Laws & Regulations</p>
 <p>PROJECT CLEAN SLATE Free program for residents to get their criminal records expunged</p>	 <p>STATE OF MICHIGAN LICENSE CHECK Check if a Business is Licensed Under the State</p>	 <p>FAQS Frequently Asked Questions</p>	 <p>SIGN UP FOR UPDATES Sign up for email and text updates from HomeGrown Detroit</p>
 <p>OMVE OFFICE HOURS To Schedule meeting with OMVE Staff</p>	 <p>JOB LISTINGS See the following businesses job openings</p>	 <p>EVENT ORGANIZERS AND EVENTS How to register as an Event Organizer and apply for an Event</p>	



Step 3 – Register the Event Organizer license with the City of Detroit

www.HomeGrownDetroit.org



Event Organizer and Temporary Event License

Welcome to all thing's marijuana event organizing and temporary events. You must hold a marijuana event organizer license before you can apply for a temporary marijuana event. Check out approved Detroit event organizers here: [Detroit Approved Marijuana Event Organizers](#)

BEFORE FILLING OUT THIS FORM PLEASE BE ADVISED:

We strongly recommend that you review the documentation requirements for the

License Type *

What type of license are you applying for?

- Marijuana Event Organizer
- Temporary Marijuana Event

NOTE: Both applications (marijuana event organizer AND temporary marijuana event) can be submitted via the same webpage. However, the marijuana event organizer application must be completed first.



TAKE PART
Opportunity Rising

Step 3 – Register the Event Organizer license with the City of Detroit

Documents to Upload

- State Event Organizer License or Prequalification
- Government Issued ID for all owners
- Organizational documents for entity applicant with diagram of organizational structure and all ownership percentages indicated
- [Treasury clearance](#) for all owners and entity
- Contact information for all owners (first & last name, address, phone number, email, etc.)

Once you have submitted these documents, the Marijuana License Review Committee (“MLRC”) will recommend approval to register your Event Organizer license and you will receive a City of Detroit business license from the Business License Center. You are now ready to apply for a Temporary Marijuana Event!





Applying For A Temporary Marijuana Event License

Applying for a Temporary Marijuana Event in Detroit

www.HomeGrownDetroit.org

Office of Marijuana Ventures & Entrepreneurship

 APPLY FOR A LICENSE Quick Steps to Obtain Adult-Use or Medical Marijuana Licenses	 TECHNICAL ASSISTANCE & WORKSHOPS Get technical support	 SOCIAL EQUITY RESOURCES Learn more about programs and applications	 ZONING APPROVAL & BUILDING PERMITS Permit Process for Marijuana Business Owners
 DETROIT LEGACY PROGRAM Learn more about the Detroit Legacy Program	 ZONING MAP Zoning for Retailers, Microbusiness, Consumption, and Safety Compliance	 ZONING MAP Zoning for Growers, Processors, and Secure Transporters	 INFORMATION, LAWS & RESOURCES Ordinances, State Webpage, State Laws & Regulations
 PROJECT CLEAN SLATE Free program for residents to get their criminal records expunged	 STATE OF MICHIGAN LICENSE CHECK Check if a Business is Licensed Under the State	 FAQS Frequently Asked Questions	 SIGN UP FOR UPDATES Sign up for email and text updates from HomeGrown Detroit
 OMVE OFFICE HOURS To Schedule meeting with OMVE Staff	 JOB LISTINGS See the following businesses job openings	 EVENT ORGANIZERS AND EVENTS How to register as an Event Organizer and apply for an Event	

Applying For A Temporary Marijuana Event in Detroit

www.HomeGrownDetroit.org

Once you have registered your State Event Organizer license with the City of Detroit and received a business license, you can submit applications to host temporary marijuana events.



Event Organizer and Temporary Event License

Welcome to all things marijuana event organizing and temporary events. You must hold a marijuana event organizer license before you can apply for a temporary marijuana event. Check out approved Detroit event organizers here:

[Detroit Approved Marijuana Event Organizers](#)

BEFORE FILLING OUT THIS FORM PLEASE BE ADVISED:

We strongly recommend that you review the documentation requirements for the

License Type *

What type of license are you applying for?

- Marijuana Event Organizer
- Temporary Marijuana Event



TAKE PART
Opportunity Rising

Applying For A Temporary Marijuana Event License

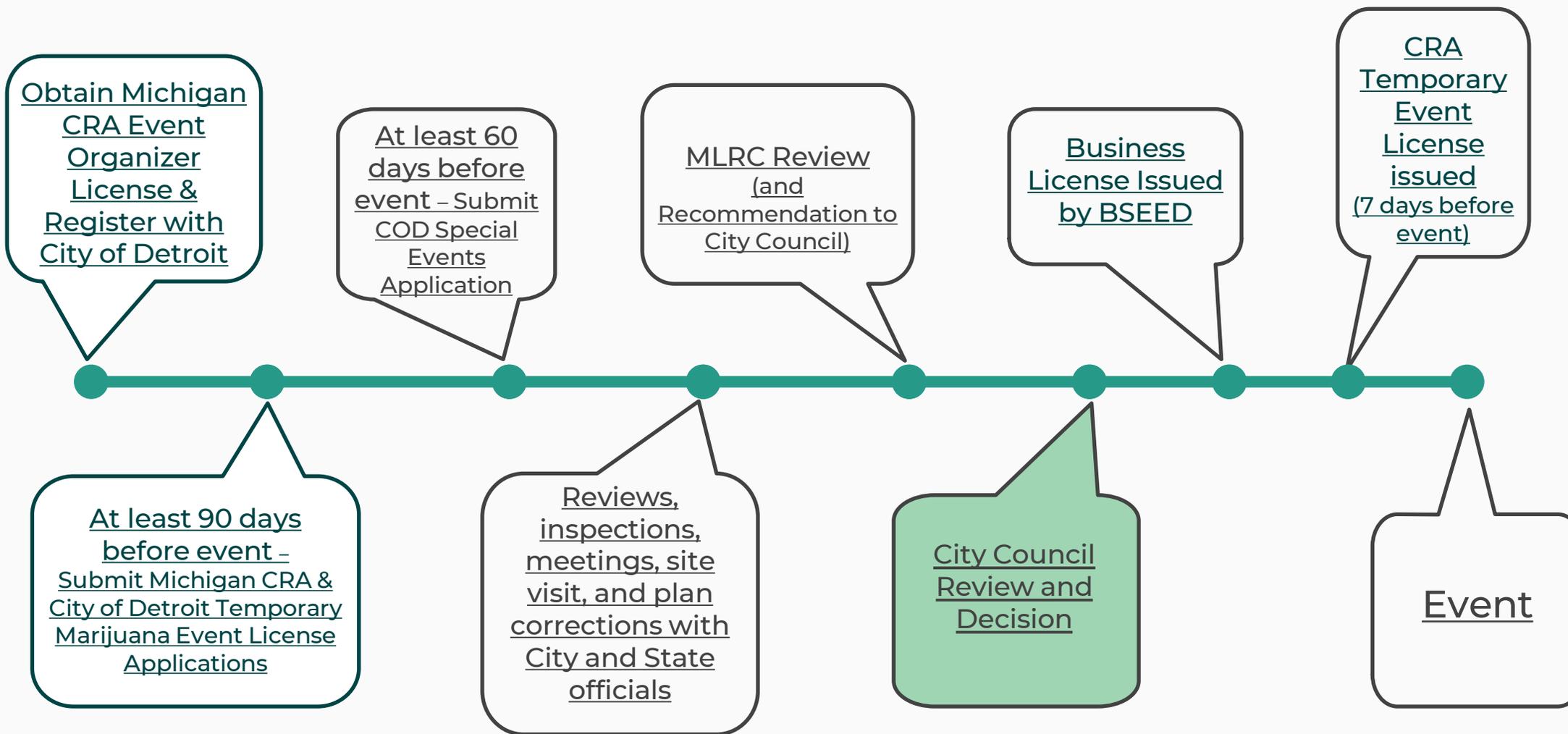
Documents to Upload

- Event Organizer License from City and State of Michigan
- [Certificate of Compliance](#) for the property to be used for the event.
- Lease, license, or other documentation showing that the applicant has permission to use the property
- [Blight Clearance](#) dated within 90 days prior to application.
- [Property tax clearance](#) for the site that will be used for the event.
- Site diagram for the event indicating internal and external components including placement of vendor booths, tents, restroom facilities, trash, and parking and traffic management.
- Operations plan including dates, hours of operations, number of vendors, and number of expected attendees.
- Security plan, including cash and product handling, and transport.
- [CITY OF DETROIT SPECIAL EVENTS APPLICATION](#) must also be submitted before your event will be considered by the Detroit City Council!



Timeline of Approval Process for a Temporary Marijuana Event License

Plan ahead and start early!



Marijuana License Review Committee (MLRC)

For Temporary Marijuana Events, the MLRC makes a recommendation to the Detroit City Council, which must approve the event before a license is issued by the City and the CRA.

Detroit City Council will approve or deny the event application as part of the Special Events approval process, which is conducted once the MLRC review is complete. During this time, community input is considered. Be prepared to discuss how any negative impacts from the event would be mitigated!



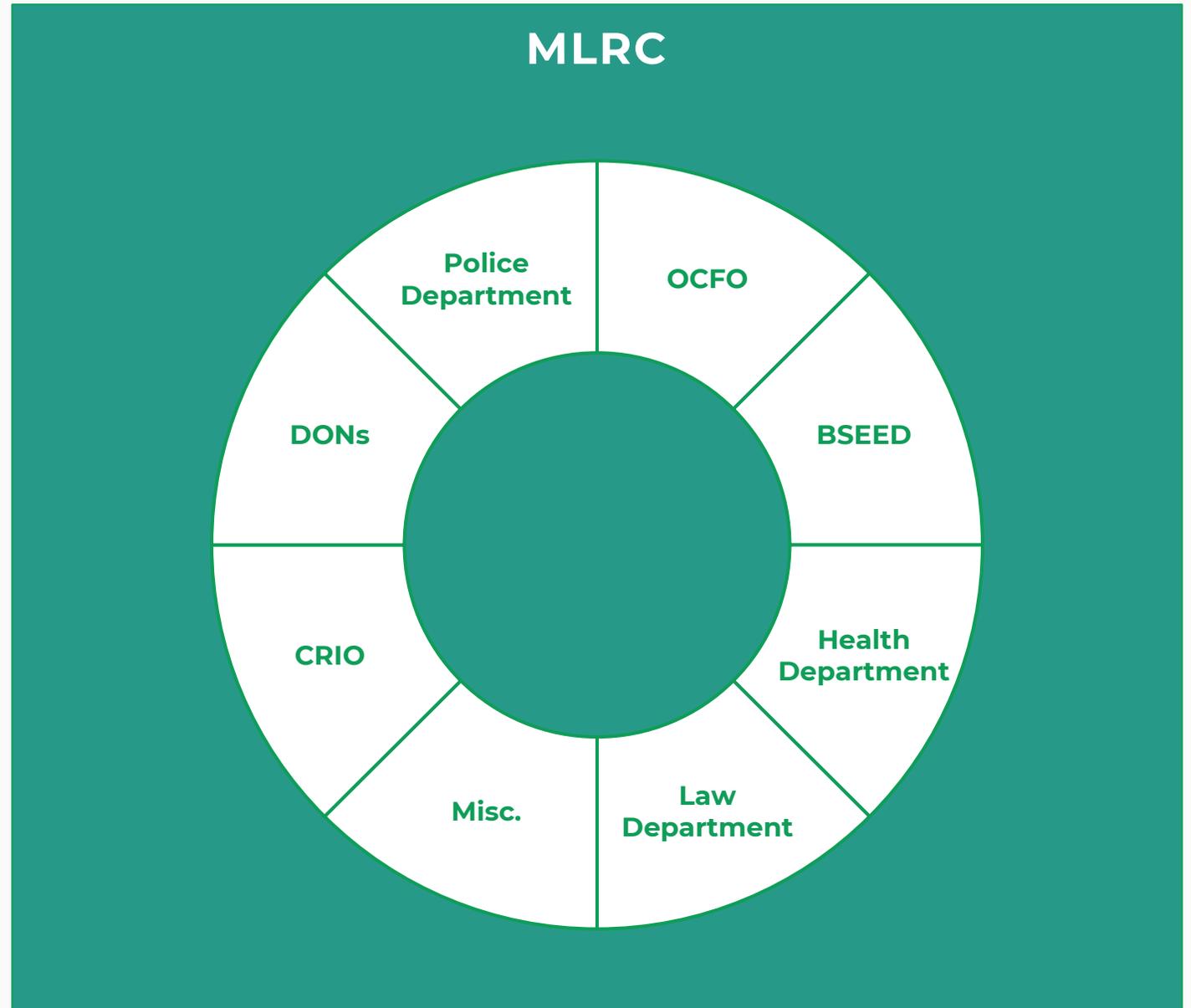
TAKE PART
Opportunity Rising



What is the Marijuana License Review Committee (“MLRC”)?

Per City of Detroit Ordinance No. 2022-11, “the MLRC shall consist of a staff member of each of the departments and agencies that are identified in this section. The respective departments and agencies that must appoint representatives to the MLRC are as follows:

- 1) Office of the Chief Financial Officer
- 2) Buildings, Safety Engineering, and Environmental Department
- 3) Health Department
- 4) Law Department
- 5) Police Department
- 6) Civil Rights, Inclusion, and Opportunity Department
- 7) Department of Neighborhoods
- 8) Such other departments, agencies, or individuals as deemed appropriate by the chairperson, on a case-by-case basis”



Licensing Fees

State of Michigan:

- Prequalification fee: \$3,000
- Marijuana Event Organizer fee: \$1,000
- Temporary Marijuana Event fee:
 - Events that do not include the sale of marijuana products: \$500 per day
 - Events that include the sale of marijuana products: \$1000 per day
- Temporary Event Marijuana Vendor Fee: \$500 per licensed vendor

City of Detroit:

- Marijuana Event Organizer registration: Free
- Temporary Marijuana Event License:
Application fee \$1000 – License fee \$5,000
- Special Events Application: Free





Questions?

Contact



Ryjean Reid – Executive Assistant



(313) 418-9217



homegrown@detroitmi.gov



www.homegrowndetroit.org



TAKE PART
Opportunity Rising

