

Board of Selectmen

Policy Number:	BOS-ADMIN-004
Policy:	Registered Marijuana Dispensary Applications

Policy:

The Board of Selectmen may provide a letter of support or non-opposition, or take any other action relative thereto, with respect to any application seeking to locate a Registered Marijuana Dispensary (RMD) in Needham after a public hearing and consultation with the Town Manager.

Prior to the hearing being scheduled:

1. The applicant entity must have filed an Application of Intent with the State Department of Public Health (DPH) and received an invitation to submit a siting profile from DPH.
2. The applicant entity shall submit a hard copy and a PDF copy its current draft Siting Profile to the Town Manager. Other than Section C (Letter of Support or Non-Opposition) and its attachment, the Siting Profile shall be complete, including attachments.

The applicant entity shall promptly provide a hard copy and a PDF copy of any amendments to its draft Siting Profile and, prior to filing with DPH, a hard copy and a PDF copy of its final Siting Profile, to the Town Manager.

In the event of any changes to the Siting Profile after a letter of support or non-opposition has been approved by the Board, other than completion of Section C and necessary attachments thereto, the hearing shall be reopened unless the Town Manager determines that the changes are minor or technical in nature.

Other than compliance with the Open Meeting Law, the hearing on approval of a letter of support or non-opposition shall not require any specific form of notice. Notwithstanding the foregoing, the Town Manager shall attempt to provide reasonable public notice at least fourteen days before the hearing by measures such as: posting on the Town's website, email to the Needham Times, Hometown Weekly, and The Needham Channel, and a list serve available to the public through the Notify Me feature of the Town website.

Initial Hearing(s) under this policy:

- a. Prior to scheduling the first hearing or hearings to be held under this policy, the Town Manager shall request the Town Engineering Department to compile a list of abutters for all properties in or within in three hundred feet of any zone where an RMD may be allowed by special permit under the Town's zoning bylaw, and shall send a postcard notice to those abutters inviting them to sign up for the list serve referenced above.

- b. Because the Board may find it in the public interest to limit the number of letters of support or non-opposition it issues regarding RMDs in Needham, the first hearing under this policy shall not be held until at least sixty days after the Board receives a request for hearing from an applicant holding a DPH invitation to submit a siting profile. The Board may hear all applications received during that sixty day period before deciding any of them.

Effective: 8/18/2015