



**CITY OF WESTFIELD
CANNABIS-RELATED BUSINESS APPLICATION
LIST OF REQUIRED DOCUMENTS**

- 1. City of Westfield Cannabis-Related Business Application**
- 2. Project Description Narrative**
- 3. Design & Construction Summary**
 - Construction budget, design concept and conceptual site plan;
 - Traffic control plan around the proposed site;
 - Potential fiscal impacts and the projected duration; and
 - Mitigation plans to address potential fiscal impacts.
- 4. Public Health and Safety-as it relates to the operation of the facility:**
 - Describe public health and safety impacts anticipated due to operation of facility;
 - Mitigation plan(s) to address the public health and safety impacts;
 - Insurance coverage or other financial arrangements to cover risk exposure.
- 5. Management and Business Operations Summary**
 - Ownership and management;
 - Business experience;
 - Operating policies and procedures;
 - Projected revenue, expenses, and anticipated City tax payments;
 - Sources of financing; and
 - Employment and contractual opportunities.
- 6. Equity Planning Summary**
 - Promotion and encouragement of full participation in the cannabis industry by Black, African American, Hispanic, Latino, and other communities that have previously been disproportionately impacted by drug enforcement;
 - Promotion and encouragement of full participation in the cannabis industry by persons with prior drug convictions that have previously been disproportionately impacted by drug enforcement;
 - Creation, promotion and encouragement of a diverse marijuana market by other underrepresented communities, women, veterans, individuals with disabilities and/or individuals of diverse gender identities and sexual orientations; and/or
 - Plans, programs or policies that will positively impact the Commission-designated areas of disproportionate impact in the City of Westfield. (attached hereto as Exhibit E)
- 7. Community Outreach**
 - Evidence of a Community Outreach Meeting in accordance with 935 CMR 500.101;
- 8. Evidence of Site Control**
 - Copy of lease, agreement or option establishing site control
- 9. Community Impact Analysis**
- 10. Articles of Incorporation/Bylaws**
- 11. Resumes of Principal Partners and Key Personnel**
- 12. Organizational Chart**
- 13. Evidence of Social Equity Status**