



**LAS VEGAS
CITY COUNCIL**

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**BUSINESS LICENSE
DIVISION**

**DEVELOPMENT
SERVICES CENTER**
333 N. RANCHO DRIVE
LAS VEGAS, NV 89106
702.229.6281 | VOICE
711 | TTY

DATE: November 12, 2019

TO: All New Marijuana Establishment Applicants

FROM: Mary McElhone, CPA, Deputy Planning Director

SUBJECT: NOTICE TO ALL NEW MARIJUANA ESTABLISHMENT APPLICANTS

Attention New Marijuana Establishment Applicants,

It is strongly advised that you meet with the Councilmember who represents the ward in which your business is proposed to be located. You can find your ward and representative at www.lasvegasnevada.gov/Government/Elections/Find-Your-Ward. Please call the Office of the City Council at (702) 229-6405 to schedule an appointment.

Please be further advised that the deadline for City Council agenda items is generally four (4) weeks before the City Council meeting date. In an effort to facilitate issuance of business licenses, items may be queued for City Council before the Nevada Department of Taxation's final inspection. To remain scheduled on the agenda for the approval of your business license, it is imperative that the state's final inspection is completed and approved no later than thirteen (13) days preceding the scheduled City Council date. Additionally, satisfactory completion of the Business Licensing Division's compliance inspection must be completed at least six (6) days before the scheduled City Council meeting in order to remain on the agenda.

For example, we may queue an item by October 24th to tentatively place it on the agenda for approval at the November 20th City Council meeting. However, if the final state inspection is not completed and confirmation from the state has not been received by November 8th (13 days prior), the item will be pulled and scheduled for a future City Council agenda. Further, if the business has not passed the Business Licensing compliance inspection by November 15th (6 days prior) the item will be removed from the agenda.

Sincerely,

A handwritten signature in blue ink that reads "Mary McElhone".

Mary McElhone, CPA
Deputy Planning Director