



BROOKLYN

Community Board 5

127 Pennsylvania Avenue, 2nd Floor • Brooklyn, New York 11207

Telephone: 646-841-3818 • Email: Mperkins@cb.nyc.gov

Website: www.brooklyncb5.org

Hon. Antonio Reynoso
Brooklyn, Borough President

Alice Lowman
Board Chairwoman

Melinda Perkins
District Manager

NEW YORK STATE CANNABIS LICENSE APPLICANT QUESTIONNAIRE

APPLICANT INSTRUCTIONS:

In addition to the required [OCM Municipal Notice Form](#) submit the following items as a SINGLE PDF to Mperkins@cb.nyc.gov and Jarichardson@cb.nyc.gov

1. Completed Cannabis License Applicant Questionnaire
2. Block Plan (2 Block radius map of your location and local entities (businesses, residents, etc.))
3. Floor plan – indicate all service points and outdoor furnishings (if any)
4. Proof of Public Notice posted to business in clear public view (This only applies to applicants who have existing leased and/or owned sites)
5. Testimony of Letters of Support from neighboring residents, businesses, or relevant community supports

Brooklyn Community Board 5 Applicant Review Process Summarized:

- The Brooklyn, Community Board 5 Cannabis Committee meets every 1st Monday of the month, unless otherwise noted by the District Office.
- Following Committee-level review, a recommendation from the committee will be presented to the full Board for final vote at the subsequent General Board Meeting. Applicants are required to attend both meetings.
- Applicants are copied on the final Board Resolution emailed to the NYS Office of Cannabis Management (OCM) and the NYC Council Member(s) representing the district.



Please Complete Full QUESTIONNAIRE

DATE:	APPLICANT NAME:
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Business Name:

Site Address:

Business Type: ☐ Retail Dispensary ☐ Micro Business ☐ Other:

License Type: ☐ New Business ☐ License Renewal ☐ Transfer of Business ☐ Alteration

PROPOSED OPERATING HOURS

DAY	OPEN	CLOSE
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

PROPOSED BUSINESS OPERATIONS

How many total employees will be employed at this business location?	
How many residential units are directly adjacent, above, below, or behind the business location?	
What is the distance of the closest religious institution?	
What is the distance from the closest educational institution?	

List other businesses owned by applicant, based in Brooklyn, Community Board 5:

- 1 _____
- 2 _____
- 3 _____

List other businesses owned by applicant, outside of Brooklyn, Community Board 5:

- 1 _____
- 2 _____

ATTENTION RESIDENTS AND NEIGHBORS:

Legal Name + DBA

Business Address

is applying for licensure by the

NY State Office of Cannabis Management
(OCM) to operate an Adult-Use Retail Cannabis
Dispensary or Micro-Business

PUBLIC MEETING & REVIEW:

**All impacted residents & neighbors are encouraged to attend
and testify.**