

City of Lansing Marijuana Update

Nov 14, 2019

On Monday, November 18, City of Lansing will open a 30 day window to accept Marijuana Operations applications ONLY for the following 6 business types:

Medical Processor
Medical Transport
Medical Safety Compliance
Adult Use Processor
Adult Use Transport
Adult Use Safety Compliance

Online submission will continued to be required for all types of Marijuana Operations applications. The submission process has not changed significantly since the last application period.

All applications must be submitted electronically, but no review of submitted applications will begin until payment is received. The Lansing City Clerk's Office has provided the following links on the web page <https://www.lansingmi.gov/1674/Marijuana-Operations-Applicant-Information> to assist with submission.

[Marijuana Operations Application Checklist](#)

[Marijuana Application General Instructions](#)

[Stakeholder All-in-One Form Packet](#)

[Operator/Employee Form](#)

As you review the General Instructions, please note the importance of reviewing the submission confirmation email and that elements of the business plan need the documents to be split into specific sections to expedite the review process. Only the information attached to each section will be used to evaluate that section.

It is the responsibility of the submitter to ensure they receive a confirmation email confirming the receipt of their application. If you do NOT receive an email with a submission number within 24 hours, it is the submitter's responsibility to notify the Clerk's Office in writing at city.clerk@lansingmi.gov.

Applicants will have three payment options:

Option 1 – Mail a check or money order payable to the City of Lansing with Application Name, location, and confirmation number using a trackable mailing service to:

Lansing City Clerk's Office

Attn: Marijuana Operations Licensing

124 W Michigan Ave, 9th Floor

Lansing, MI 48933

Option 2 – Pay in person via check, money order, credit/debit card (subject to 3% fee) or cash. Applicants who want to pay in person at 2500 S. Washington Office should call 517-483-4485 to make an appointment.

Lansing City Clerk's Office

Marijuana Operations Licensing Unit

Ground Floor, Rear Entrance

2500 S Washington Ave

Lansing, MI 48910

Option 3 – Pay online using credit/debit card (subject to 3% fee) OR Electronic Check (no fee). The online secure payment link will be included in the confirmation email.