

# *Cannabis Regulatory Commission*

## Meeting Minutes

---

Thursday January 9, 2025, 6:30 pm  
I Frank Ogawa Plaza, City Hall, 1<sup>st</sup> Floor Hearing Room 2  
Oakland, CA 94612

Reminder: This meeting will take place in person. Members of the public can observe and participate remotely via zoom as well.

### **PUBLIC PARTICIPATION INSTRUCTIONS**

#### **TO OBSERVE:**

Join from PC, Mac, iPad, or Android:

<https://us06web.zoom.us/j/85350171495>

Phone one-tap:

+14086380968,,85350171495# US (San Jose) 16694449171,,85350171495# US

Webinar ID: **853 5017 1495**

International numbers available <https://us06web.zoom.us/u/ko2p9bJtH>

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

**TO PROVIDE PUBLIC COMMENT:** There are two ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Attend in person; or
- Comment in advance. To send your comment before the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Kat Torio at [ktorio@oaklandca.gov](mailto:ktorio@oaklandca.gov). All submitted public comments will be provided to the Cannabis Regulatory Commission prior to the meeting.
- Comment virtually. When public speakers are called for an item please raise your hand in zoom and unmute yourself. If you have dialed in, please press “9” to raise your hand and “\*6” to unmute.

If you have any questions about these protocols, please e-mail Kat Torio, at [ktorio@oaklandca.gov](mailto:ktorio@oaklandca.gov)

#### ***Members:***

Persons may speak on any item appearing on the agenda; however, a Speaker Card must be filled out and given to a representative of the Cannabis Regulatory Commission. Multiple agenda items cannot be listed on one speaker card. If a speaker signs up to speak on multiple items listed on the agenda, the Chairperson may rule that the speaker be given an appropriate allocation of time to address all issues at one time (cumulative) before the items are called. All speakers will be allotted 3 minutes or less – unless the Chairperson allots additional time.

♿ This meeting is wheelchair accessible. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the Cannabis Regulatory Commission, please contact the Office of the City Clerk (510) 238-3612. Notification two full business days prior to the meeting will enable the City of Oakland to make reasonable arrangements to ensure accessibility. In compliance with Oakland’s policy for people with chemical sensitivities, please refrain from wearing strongly scented products to events.

Questions or concerns regarding this agenda, or to review any agenda-related materials, please contact the Cannabis Regulatory Commission at (510) 238-6370.

Samantha Sage	District 1	Hellen Harvey	District 7
M. Chaz Walker	District 2	Chaney Turner	At Large
Zachary Gayner	District 3	Yulie Padmore	Mayor
Tariq Ikharo	District 4	TiYanna L. Smith	City Auditor
Linda Grant	District 5	Vacant	City Administrator
Vacant	District 6		

Available on-line at: <https://www.oaklandca.gov/boards-commissions/cannabis-regulatory-commission>

## MEETING AGENDA

### A. Roll Call and Determination of Quorum

*Present: Members Sage, Walker, Gayner, Ikharo, Grant, Harvey, Padmore, Smith, and Torio as City Administrator Staff.*

*Absent: None*

### B. Approval of the Draft Minutes from the CRC Meeting on December 5, 2024

*Vice Chair Smith moved to approve the minutes as drafted, and Member Walker seconded the motion. The motion passed unanimously.*

### C. Reports for Discussion and Possible Action

#### 1. Training on CRC Bylaws, purpose, and powers

*Commissioners were giving a hard copy handout of F&Qs for the CRC compiled by the City Attorney's Office. Commissioners were instructed to review and if there were any questions request for the item to be agenzized for discussion in a future meeting. Member Grant asked of the commission can propose ideas for cannabis. Torio responded yes if the items are agenzized, they can be discussed. Member Sage asked if Torio could speak on contracted third party providers. Torio responded if the questions are nuisance or permit related, we may have the answers otherwise we would defer to the organization or the City Attorney. Member Grant asked if Commissioners could propose ideas to the cannabis community. Torio responded that if conversations are in alignment with the Brown Act, they are acceptable. Vice Chair Smith stated Commissioners should review Measure Z and spoke of a need for a Department of Cannabis in the City and future iterations of the Commission. Member Walker asked about forming a subcommittee for cannabis. Vice Chair stated there is an existing but dormant subcommittee which should be reengaged. Member Walker suggested making a motion on forming an Department of Cannabis Vice Chair Smith suggested the motion to include a discussion on that topic could be made in the current meeting. Member Padmore requested interest and requested time to discuss the subcommittee formation. Member Walker requested prior notes and status of where subcommittee was left. Vice Char Smith stated they would look for some records of the subcommittee. Member Zach asked for an explanation of permitting and nuisance abatement for cannabis through the City Administrators office and by association SAPD. Torio explained the current permitting and nuisance abatement process.*

#### 2. General Plan Update – Review questions and set date for Planning and Building

*Commissioners received in the Jan 9<sup>th</sup> Agenda Packet the presentation of the General Plan Update presented at the Dec 5<sup>th</sup> CRC Meeting. Commissioners were instructed to review and if there were any questions request for the item to be agenzized for discussion in a future meeting. Member Sage stated desire to meet with other City Departments as a priority.*

### 3. Nomination and Election of Chair and Vice Chair for CRC.

*Vic Chair Smith explained need for agenzizing election for Chari and Vice Chair. Member Gayner made the motion to make Member Smith Chair and Member Walker Vice Chair. Vote passes, Member Smith abstained.*

### 4. Community Meetings for Cannabis Applications within 300 Feet of Residential Zones

*Numbering of Agenda was addressed as needing to be updated by Chair Smith. Torio updated the Commission on complaint logs and what information is redacted and what is available to the public. Suggested the public record request for cannabis information. Member Gayner posed question about ownership records and transfers, Torio responded that we are only alerted to changes that affect permits and or equity eligibility. Chair Smith asked about transfers of equity license and Torio suggested reaching out to Nancy Marcus for details for transferring equity licenses. Torio updated Commission on ordinance change affecting community meeting which will be included in the Feb agenda packet. Member Gayner asked about hemp licenses, Torio stated we do not have any authority over hemp licenses.*

### 5. Implementation Update on State Grants

*Torio updated the Commission on grant status a related to charts and figures included in the agenda packet. Cynthia gave public comment on LJAG funds for City staff would be returned to state March 31<sup>st</sup>. Chair Smith asked if the funds could be reallocated, Torio stated that request was made and denied by the DCC. Chair Smith suggested a discussion of the subcommittee is appropriate now. Member Sage stated a Department of Cannabis is a need and should be priority of the subcommittee. Member Sage and Padmore stated the budget crisis may be an obstacle in establishing a department of Cannabis. Chair Smith stated a Department of Cannabis in the City would solely focus on cannabis. Member Walker reiterated the importance of establishing the department as setting precedent. Member Gayner asked about amount of Taxes overdue from cannabis. Torio responded will look to see if that information is available. Chair Smith asked for rules on a subcommittee, Torio stated would get suggestions from the City Attorney. Member Grant asked if Planning and Building should be notified of the actions of the subcommittee, Torio stated yes, their involvement would be welcome. Member Gayner asked about tax liability for cannabis business in a transfer of ownership, Torio suggested contacting the City's Business Tax office for confirmation. Member Sage made a motion to form a subcommittee. Motion is seconded by Walker*

#### D. Review of the Pending List and Additions to Next Month's Agenda

- *Building and Fire Baseline Permitting Timelines (since January 2022)*

Torio gave an update on Accela status

- *CRC Attendance Policy (since November 2023)*

Chair Smith reiterated attendance policy, Member Padmore requested an annual schedule, Torio suggested generating a calendar, agenzizing the item and voting on it in a regular or special meeting.

- *Contracting Hazardous Materials Inspections (since November 2023)*
- *Enforcement of CUP beautification requirements (since January 2024)*

Torio stated complaints should be filed at 311 for noncompliance.

E. Open Forum / Public Comment

*Cynthia made public comment supporting a cannabis subcommittee and creating of a Department of Cannabis. Member Walker asked for information on C4C, Torio stated the report for Cohort 1 is available on C4C's website. Padmore stated the need to support equity, Torio responded citing Oaksterdam Public Awareness Campaign as having that shared goal. Member Gayner asked about City incentives for Cannabis business to grow their employees base, Torio responded that they are not aware of any City programs that support that effort. Member Sage offered that Equity Trade Network as another organization supporting Oakland Equity brands. Member Gayner asked for a list of licenses in their districts, Torio responded they will inquire.*

F. Announcements

1. Update on Cannabis Permitting Process - *Torio gave an Accela update*
2. Apply to serve on CRC here:  
<https://oakland.granicus.com/boards/w/8552f8c4c0e15460/boards/6697>

G. Adjournment