

Aurora Marijuana Informational Bulletin

This is the fourth City of Aurora Marijuana Licensee informational bulletin. As a contact with a marijuana license, we have automatically signed you up for these bulletins. There is an unsubscribe option at the bottom of this email if you do not want to receive these. If you know of others that would benefit from subscribing, please forward them this link:

<https://lp.constantcontactpages.com/su/fEhdOyy/marijuana>

IN THIS BULLETIN

- Fees
- Licensing Division Updates
- Burglary Attempts Continue
- Proposed Rule Change: Offsite Video Retention
- Fillable PDF Forms
- Payment Error on Licensing Portal
- Other Aurora Newsletters

Fees

Updated fees for 2023 will be on the website January 1. The annual operating fees remain at \$10,000 but the fees for administrative license amendments such as adding a controlling beneficial owner or change in corporate structure are reduced. Below are other important notes on changes to the fees:

Modification of premise fees will increase to \$300 and Change of Location to \$2,000.

A fee of \$200 will be charged on a failed inspection when a reinspection is required. Please conduct your own reviews to avoid these fees and self regulate.

A fee of \$250 applies to renewals that are submitted late, but within 30 days prior to the expiration date of the license. For renewals submitted after the expiration date of the license, a reinstatement fee of \$1,500 applies. Please submit renewals early and avoid these fees! Renewal notifications are sent 90 days prior to the expiration of the license.

Licensing Division Updates

Sharyn Vellenga is no longer with the Licensing Division and now works for the City's Code Enforcement Division. In addition to her other licensing duties, Lisa Keith, Sr. Licensing Officer is now supporting Dusty Allen who is the Lead Licensing Compliance Analyst for Marijuana. We are currently recruiting for another position that will also be involved in conducting inspections. Trevor Vaughn is the Manager of Licensing.

Please notify the Licensing Division at marijuana@auroragov.org of any changes to managers or designees as soon as they happen. We also need updates to any changes of the persons responsible for licensing related emails

regarding renewals.

Burglary Attempts Continue

Unfortunately, we are still seeing an influx in burglary and burglary attempts. Please make the security of your business a top priority and secure all product and cash after hours. The most recent burglaries have not had any loss of marijuana product, only property damage. The city of Aurora has requirements above and beyond the State MED for secure storage of regulated product after hours. Please see the Security Plan requirements document on the website for more information. Also ATMs are common targets. It may be helpful to place signage letting individuals know that all cash and product are removed every night to reduce the likelihood of being a target.

Proposed Rule Change: Offsite Video Retention

Aurora Rule 111 requires both offsite and onsite video retention for 40 days. It was mentioned to us that some licensees utilize a cloud service that charges fees based on the amount of storage. The Licensing Division is examining a rule change to reduce the offsite storage requirement to 20 days and leave the onsite requirement at 40 days. If you want to comment on this proposed rule change, email marijuana@auroragov.org.

Fillable PDF Forms

Aurora's forms are fillable PDFs and found on the website. That means there is no need to print them and fill them in with a pen. Save time and ensure your form is accepted. Just fill them out on your computer and email them in. Acrobat reader also does allow you to add a signature electronically for the forms that require it.

Payment Error on Licensing Portal

Many applicants have experienced an error message on the portal when making renewal payments, which states the payment was not processed. This is a glitch in the Accela system. Applicants will receive a receipt from Paymentus and also a receipt from the City of Aurora via email when payment is made, so you can disregard the error message if you receive a receipt. Do not make multiple payments. We will reach out if payment was not received.

Quick Links

- [Published Forms, Regulations, Publications. Auroragov.org/Marijuana](#)
- [Colorado MED Rules](#)

Other Aurora Newsletters

The city also has several other newsletters that you may be interested in that you can sign up for at the following links:
https://www.auroragov.org/city_hall/media___news_updates/newsletters
and one specifically for businesses at
<https://www.AuroraGov.org/BusinessEmails>.