



BALDWIN COUNTY COMMISSION

POLICY #2.27	
Subject	Consumable Hemp Products License Applications
Date Adopted	TBD
Agenda Item	TBD
Obsolete Versions	All policies regarding this subject prior to the date adopted on this document. <u>Original adoption / previous revisions:</u> N/A

POLICY STATEMENT

This policy outlines the procedures for consumable hemp products license applications submitted to the Baldwin County Commission.

The procedures required by this policy are implemented for the benefit of the health, safety and general welfare of the general public of Baldwin County, and they shall in no way limit the County Commission's discretionary ability to approve or disapprove any subject application for any reason.

A. PROCEDURAL REQUIREMENT

To carry out this policy, all consumable hemp products license applications presented to the Baldwin County Commission for approval shall be subject to the following procedures as a prerequisite to such approval:

DETERMINING THE APPROVING AUTHORITY'S JURISDICTION

The Applicant must fill out a Baldwin County Location Verification Request Form (LVF) online. Staff determines whether the property is in the unincorporated area of Baldwin County.

DOCUMENTATION AND INFORMATION REQUIRED FROM THE APPLICANT

- 1) Original completed County Consumable Hemp Products License Application.

- 2) Copy of the completed State Alabama Alcoholic Beverage Control (ABC) Board License Application.
- 3) Copy of current County Business License.
- 5) Original completed Consent to Enter Property Form. The owner or authorized agent for the owner of the premises must consent to the posting of a public notice sign by County personnel in conjunction with the application for consumable hemp products license.
- 5) Staff will verify that the Applicant has an established Baldwin County sales and use tax account which is in good standing.

RECOMMENDATION OF THE BALDWIN COUNTY SHERIFF'S OFFICE

Baldwin County Sheriff's Office will review the application and make a recommendation to the County Commission regarding the license approval.

SUBMITTING OF THE AGENDA ITEM FOR COMMISSION APPROVAL

Once all required documentation and information is received, an agenda item will be submitted for a public hearing to be held during a Commission meeting. The Applicant will be informed of the public hearing date in writing.

PUBLIC NOTIFICATION REQUIREMENTS

A public notice sign will be placed on the subject property by County personnel. The sign must be posted at least seven (7) days prior to the Commission meeting date where the application will be considered for approval. The public notice sign will not be removed until the public hearing has taken place, and the County Commission has acted on the license request. Site photos and a location map of the subject property will be published in the County Commission meeting agenda.

COMMISSION ACTION AND NOTIFICATION OF DECISION

The ABC Board shall be notified of the Commission action in writing. The notification should include the following information:

- Applicant's Name(s), which must match the applicant's name exactly.
- Physical location address, which must match the physical location address listed on application exactly.
- License type, which must match the application exactly.
- The notice must be provided on the Commission's official letterhead.
- The notice must be signed by an authorized individual of the Commission.

B. EXCEPTION TO POLICY

Exceptions may be granted by a majority vote of the Baldwin County Commission. Exceptions do not constitute as new policy or establish precedence but will be granted on a case-by-case basis and will only apply to the specific matter before the Commission at that time.

ATTACHMENTS

1. Baldwin County Consumable Hemp Products License Application
2. Consent to Enter Property Form
3. Act No. 2025-385