

COUNTY OF YOLO

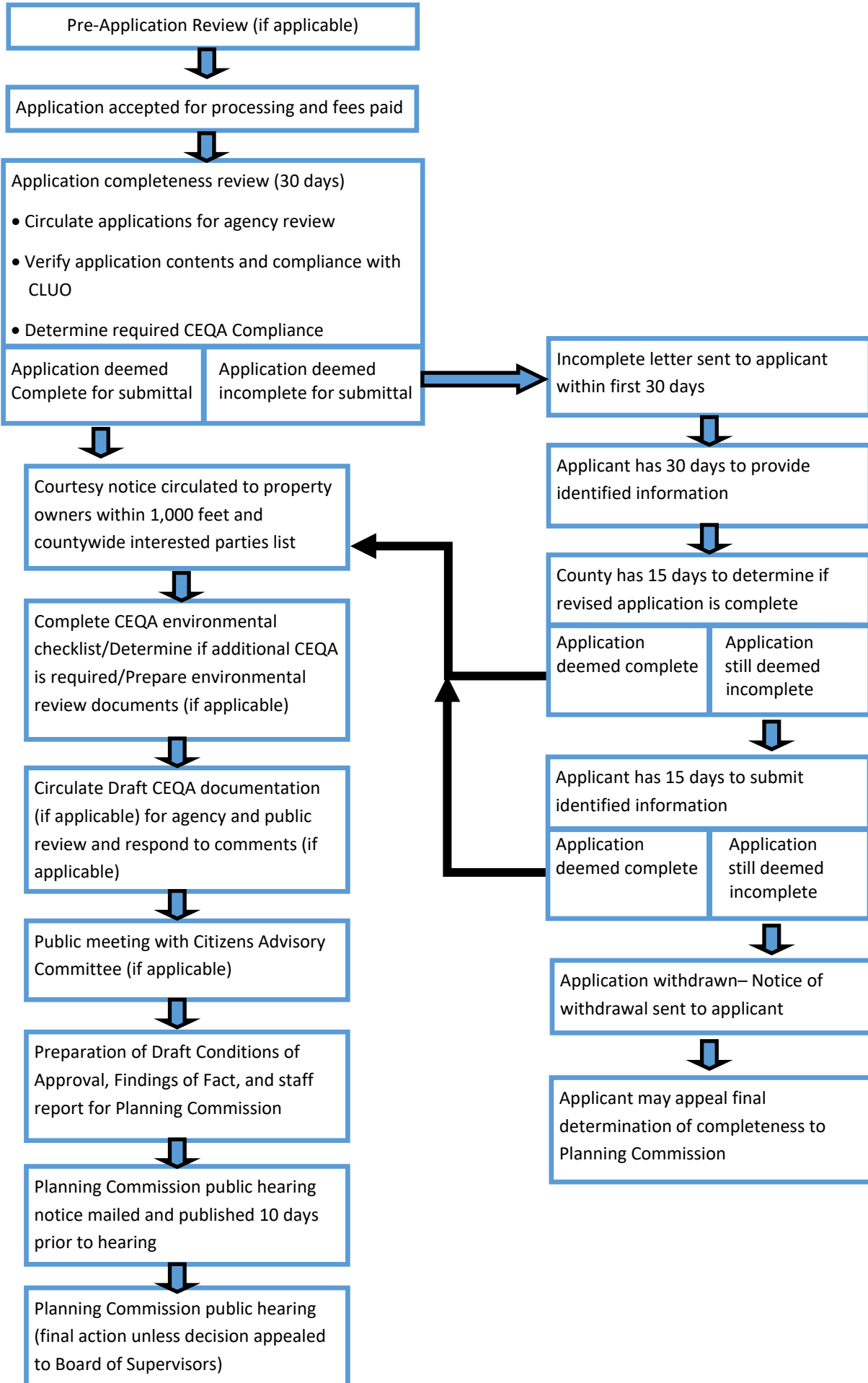
CANNABIS USE PERMIT

(RETAIL-STOREFRONT)

Department of Community Services
292 West Beamer Street
Woodland, CA 95695

(530) 666-8775

Cannabis Use Permit Process



CANNABIS USE PERMIT SUBMITTAL CHECKLIST

The following items are required for application submittal. Incomplete submittals will not be accepted. Please use check boxes on left side to indicate if item is submitted. This completed form must accompany the Cannabis Use Permit application. One hard copy submittal and one electronic submittal (i.e., flash drive) is required.

Application submittals shall be organized by section. Please clearly separate and identify each section with a divider (you may use the dividers included in this application or create your own).

| Applicant to check off if submitted | Application Section | Required Materials | To be completed by planner upon application submission |
|-------------------------------------|---------------------|---|--|
| | -- | Payment of Application Fees: Verify applicable fees with a Planner; an initial deposit must be paid in order for the application to be accepted for processing | |
| | Section A | Application Form | |
| | Section B | Project Cost Reimbursement Agreement | |
| | Section C | Disclosures and Indemnification | |
| | Section D | Surrounding Property Owners' List and Mailing Labels | |
| | Section E | Acknowledgement of Findings | |
| | Section F | Project Description | |
| | Section G | Environmental/Project Site Questionnaire | |
| | Section H | Site Plan Requirements | |
| | Section I | Building Elevation Requirements | |
| | Section J | Project Site Photos | |
| | Section K | Buffer Questionnaire & Map | |
| | Section L | Environmental Health Land Use Review Survey | |
| | Section M | Cannabis Waste Management Plan | |
| | Section N | Phase I Environmental Site Assessment | |
| | Section O | Odor Control Plan | |
| | Section P | Security Plan | |
| | Section Q | 24-Hour Good Neighbor Contact | |
| | Section R | Yolo HCP/NCCP Project Screening Form and Preliminary Application | |
| | Section S | Biological Resources Protocols | |
| | Section T | Cultural Resources Protocols | |
| | Section U | Energy Use Compliance Protocols | |

SECTION A

APPLICATION FORM



County of Yolo

DEPARTMENT OF COMMUNITY SERVICES
PLANNING DIVISION

Leslie Lindbo
DIRECTOR
292 West Beamer Street
Woodland, CA 95695-2598
(530) 666-8775
www.yolocounty.org

CANNABIS USE PERMIT APPLICATION FOR RETAIL STOREFRONT

| Applicant and Property Owner Information | | | |
|---|--------|------|--------|
| Business Name(s) (DBA): | | | |
| Property Owner: | | | |
| Mailing Address: | | | Phone: |
| City: | State: | Zip: | |
| Email: | | | |
| Applicant*: | | | |
| Billing Address: | | | Phone: |
| City: | State: | Zip: | |
| Email: | | | |
| Cannabis Operator (Authorized business representative): | | | |
| Mailing Address: | | | Phone: |
| City: | State: | Zip: | |
| Email: | | | |

| To Be Completed by Planner: | |
|-----------------------------|----------------------------|
| File Number: | Flood Zone: |
| Date Submitted: | Fire Hazard Severity Zone: |

*Applicant is the authorized representative designated by the property owner and will serve as the primary contact throughout the Use Permit process. If anyone other than the property owner is the Applicant, the Property Owner Authorization Form must be completed.

Property Information

| | | |
|--|--|---------|
| Project/Site Address: | | APN(s): |
| City: | State: | Zip: |
| Parcel Size (in acres): | Tax Rate Area(s) (taken from property tax bill): | |
| Existing Use of Property: | | |
| Zoning: <input type="checkbox"/> C-L <input type="checkbox"/> C-G <input type="checkbox"/> C-H <input type="checkbox"/> I-L <input type="checkbox"/> I-H | | |

Project Information

| |
|---|
| Business Name: |
| Application Request/Brief Description of Existing and Proposed Cannabis Activities: |
| List Type and Number of All Yolo County Cannabis Licenses Currently Held: |
| List All Yolo County Cannabis License Types You Are Requesting: |

Required Signatures

I hereby make application for the above-referenced land use entitlement and certify that this application, other documents, and exhibits submitted are true and correct to the best of my knowledge and belief. **Should any information or representation submitted in connection with this application form be incorrect or untrue, I understand that Yolo County may rescind any approval or determination, or take other appropriate action.**

I hereby acknowledge that I have been informed of my right to make written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.

I understand that verification of property ownership or interests in the property or application may be required.

| | |
|---------------------------|-------|
| Property Owner Signature: | Date: |
| Applicant Signature: | Date: |

Permit Processing Agreement

I, the undersigned, hereby authorize the County of Yolo to process the permit request on the previous side of this application in accordance with the Yolo County Code. I (the landowner and/or the applicant) am depositing a minimum initial deposit to cover staff review, coordination, and processing costs related to my application request based on actual staff time expended and other costs, including, but not limited to, outside consultant services, County Counsel charges, and materials costs in accordance with the adopted Yolo County Fee Resolution and the Project Cost Reimbursement Agreement attached to this application. This initial deposit will be held by the County in a deposit account to pay for staff time and other charges spent processing the application. I understand that such costs will be drawn from the deposit account on a "time and materials" basis and that I will receive statements of amounts billed with the account balance. I understand that I will be asked to replenish the deposit as it is drawn down so the account maintains a positive balance and an adequate deposit is maintained to cover all anticipated costs in order to maintain a positive account balance at all times during the review process. I further understand that no work will be performed on the project with a negative fund balance. By signing below, I agree to pay all permitting costs, including requests to supplement the deposit account, plus any late fees, accrued interest, and collection costs.

I agree not to alter, or allow anyone to alter, the physical condition of the property during the processing of this application by removing trees, demolishing structures, altering streams, grading or filling, or expanding the cannabis uses on the property. I agree not to start construction of any new structures prior to permit approval. I understand that such alteration or new construction may result in the imposition of criminal, civil or administrative fines or penalties, or may result in the delay or denial of the project application.

FISH AND WILDLIFE REVIEW FEES: I understand that my application and/or any applicable environmental document for my project may be referred to the California Department of Fish and Wildlife (CDFW) for review and comment in accordance with the provisions of the California Environmental Quality Act. Should this review be required, I understand that I must pay all fees for the cost of CDFW review as required by Section 711.4 (fees updated annually) of the Fish and Game Code (currently \$2,764.00 for Negative Declarations or \$3,839.25 for Environmental Impact Reports, plus \$50.00 County Clerk fee). Should these fees be required, I agree to remit a cashier's check or money order in the required amount, payable to the Yolo County Clerk, to the Planning Division prior to the posting of any Notice of Determination following project approval.

MITIGATION FEES OR REQUIREMENTS: I further understand that my project, if approved, may be subject to one or more mitigation fees including the following fees current as of March 27, 2023:

Yolo HCP/NCCP land cover fee*: \$16,202 per acre of impact to all applicable land cover types

Yolo HCP/NCCP fresh emergent wetland fee*: \$87,337 per acre of impact to fresh emergent wetland areas

Yolo HCP/NCCP valley foothill riparian fee*: \$91,814 per acre of impact to valley foothill riparian areas

Yolo HCP/NCCP lacustrine and riverine fee*: \$70,046 per acre of impact to lacustrine or riverine areas

**Fee amounts subject to change in March of each year per the conditions outlined in the Yolo HCP/NCCP*

Required Signatures

I hereby certify that I have read all the above information. All this information is correct and I agree to abide by the requirements therein.

PROPERTY OWNER OR APPLICANT

NAME: _____

SIGNATURE: _____ DATE: _____

PROPERTY OWNER AUTHORIZATION FORM

(To be completed if anyone other than the Property Owner is designated as the Applicant)

I, _____ certify that I am the owner of property located at
(PROPERTY OWNER)

(Property Address)

Assessor's Parcel Number(s) _____, and hereby authorize:

(APPLICANT Name)

(APPLICANT Address)

(APPLICANT Phone)

to act as my agent/representative in submitting a Cannabis Use Permit application to the County of Yolo Community Services Department at the above listed address. I authorize commercial cannabis operations to be conducted on the subject property and I am aware that commercial cannabis operations will occur on my property.

Signature of PROPERTY OWNER
(handwritten signature only)

Date

Note: A copy of the PROPERTY OWNER'S driver's license (or other government issued photo ID) or form notarization shall be presented/provided to verify signature(s).

SECTION B

PROJECT COST REIMBURSEMENT AGREEMENT



County of Yolo

DEPARTMENT OF COMMUNITY SERVICES

Leslie Lindbo
DIRECTOR

Planning & Public Works
292 West Beamer Street
Woodland, CA 95695-2598
(530) 666-8775
FAX (530) 666-8156
www.yolocounty.org

Environmental Health
292 West Beamer Street
Woodland, CA 95695-2598
(530) 666-8646
FAX (530) 669-1448
www.yolocounty.org

Integrated Waste Management
44090 CR 28H
Woodland, CA 95776
(530) 666-8852
FAX (530) 666-8853
www.yolocounty.org

Project Cost Reimbursement Agreement

I, _____, the undersigned, hereby authorize the County of Yolo to process permit request ZF _____ in accordance with the Yolo County Code. I am depositing \$ _____ as an **initial deposit** to pay for County staff review, coordination, and processing costs related to my application request based on actual staff time expended and other costs, including, but not limited to, costs for outside consultants' services, legal review, and materials and equipment.

In making this initial deposit, I acknowledge and understand that the initial deposit may only cover a portion of the total processing costs and additional deposits may be required to cover the total processing costs. Actual costs for staff time are based on hourly rates adopted by the Board of Supervisors in the most current Yolo County master fee schedule and include allowable direct and indirect costs. Actual Costs may also include other costs, such as consultant costs. I also understand and agree that I am responsible for paying these costs even if the application is withdrawn, not approved, or appealed. I understand and agree to the following terms and conditions of this Reimbursement Agreement:

1. Time spent by Yolo County staff in processing my application and any outside costs will be billed against the available deposit. **"Staff time" includes, but is not limited to, time spent reviewing application materials, site visits, responding by phone or correspondence to inquiries from the applicant, the applicant's representatives, neighbors and/or interested parties, attendance and participation at meetings and public hearings, preparation of staff reports and other correspondence, processing of any appeals, responding to public records act requests or responding to any legal challenges related to the application. "Staff" includes any employee of the Department of Community Services and/or the Office of the County Counsel. Other costs may include outside services used, such as consultant charges. This agreement does not include other agency review fees or the County Clerk Environmental Document filing fees, Agricultural/Habitat Mitigation fees, or fees collected by other divisions that may charge**

separately for their review (such as Building permit fees and Environmental Health fees) or other required flat rate fees and charges.

2. I agree to pay all costs related to permit condition compliance as specified in any conditions of approval for my permit/entitlement.
3. I understand that approval of my application may result in additional fees including, but not limited to, Yolo Habitat Conservancy mitigation fees, Yolo Agricultural Conservation and Mitigation Program fees, filing fees, and other County permit application fees.
4. Staff will review the application for completeness and provide me with a good faith estimate of the full cost of processing the permit. The good faith estimate is not a guarantee of maximum costs.
5. I will receive monthly statements showing the costs applied, and the available balance. I will be asked to replenish the deposit as needed to maintain a positive balance.
6. I understand that the County desires to avoid incurring permit processing costs without having sufficient funds on deposit. If staff determines that inadequate funds are on deposit for continued processing (usually less than 20% of the initial deposit), staff will notify me in writing and request an additional deposit amount estimated necessary to complete processing of my application, no less than 50% of the original deposit. I agree to submit sufficient funds as requested by staff to process the project through the hearing process within 30 days of the request.
7. If the final cost is less than any additional deposits requested by the County and funds remain on deposit, the unused portion of the additional deposit will be refunded to me within approximately 90 days of final project action.
8. If the final cost is more than the available deposit, I agree to pay the difference within 30 days of final project action or prior to ground disturbance and/or building permit issuance.
9. I understand, if I fail to pay any invoices or requests for additional deposits within 30 days, the County may either stop processing my permit application, consider my application withdrawn, or after conducting a hearing, deny my permit application. If I fail to pay any invoices after my application is approved, I understand that my permit may not vest and may expire, or may be subject to revocation.

10. I agree to pay for any County consultant costs related to my application. If the County determines that any study submitted by the applicant requires a County-contracted consultant peer review, I will pay the actual cost of the consultant review. These costs may vary depending on the complexity of the analysis. Selection of any consultant shall be at the sole discretion of the Yolo County Department of Community Services. The estimated cost shall be paid prior to the County initiating any work by the consultant.

11. I agree to pay the actual cost of any public notices or filing fees for the project as required by State law and local ordinance.

12. I understand that if I fail to pay costs that I will be charged late fees, interest and collection costs. I furthermore agree to pay any late charges, interest and collection costs accrued as a result.

Name of Property Owner or Corporate Principal Responsible or Appointed Designee for Payment of all County Processing Fees (*Please Print*):

Name of Company or Corporation (*if applicable*):

Billing Address of the Property Owner or Corporation/Company responsible for paying processing fees:

If a Corporation, please attach a list of the names and titles of Corporate officers authorized to act on behalf of the Corporation

Signature _____ Date _____

Email Address _____ Phone Number _____

***ATTENTION - The property owner will be held responsible for all charges.**

To be completed by Planner

Zone File: _____; Project Request _____

Receipt Number: _____ Date _____

SECTION C

DISCLOSURES AND INDEMNIFICATION

Cannabis Use Permit Disclosures and Indemnification

Indemnification (General)

As part of this application, property owner, cannabis operator, and applicant, if different, agree to defend, indemnify, hold harmless, and release Yolo County, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of them, the purpose of which is to attack, set aside, void, or annul the approval of this application or adoption of the environmental document, which accompanies it. This indemnification obligation shall include but not be limited to: damages, costs, expenses, attorney fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive negligence on the part of Yolo County, its agents, officers, attorneys, or employees.

No Construction Prior to Permit Approval

I understand that required approvals, permits, and licenses shall be obtained prior to commencement of the cannabis activity. I agree not to alter the physical condition of the property during the processing of this application including, but not limited to removing trees, demolishing structures, altering streams, grading or filling, or expanding the cannabis uses on the property. I agree not to start construction of any new structures prior to permit approval. I understand that such alteration or new construction may result in the imposition of criminal, civil or administrative fines or penalties, or may result in the delay or denial of the project application. I understand that permit approval does not become effective unless all fees are paid.

Submittal of Application Does Not Guarantee Approval of Project

I understand that the submittal of a Cannabis Use Permit application does not guarantee approval of a Cannabis Use Permit. I understand that a Cannabis Use Permit is a discretionary process that requires environmental review in compliance with the California Environmental Quality Act (CEQA). I understand that Cannabis Use Permits will be considered by the Planning Commission, with input from the appropriate Citizens Advisory Committee(s), if applicable, and subject to appeal to the Board of Supervisors. I understand that the Planning Commission may reject, approve, conditionally approve, or deny an application for a Cannabis Use Permit.

Limited Availability of Cannabis Use Permits and Licenses

I understand that there is a limited number of Cannabis Use Permits and licenses available per Yolo County Code Section 8-2.1406(G). I understand the Board of Supervisors will select a procedure for allocation of Use Permits and/or licenses in instances where demand does or is expected to exceed the available number of permits/licenses. I understand that various methods may be used to allocate limited permits and/or licenses to otherwise compliant applicants.

The total number of Cannabis Use Permits issued by the County shall not exceed 65, of which no more than 5 may be located in the Capay Valley. Once allocated, rights to licenses in the Capay Valley cannot be transferred or sold to another licensee, and if not exercised will be returned to the allocation pool for use outside of the Capay Valley. Should any use permit in the Capay Valley be voided, rescinded, revoked,

abandoned, or become inactive or equivalent, it may not be reissued to another party and the total number of allowed permits for the Capay Valley shall be reduced by one.

Special Cannabis Restrictions and Concerns

Federal Legal Framework – Cannabis is classified as a Schedule 1 controlled substance under the Federal Controlled Substances Act of 1970. Individuals engaging in cannabis cultivation and/or other cannabis activities risk prosecution under Federal law. Federal cannabis law is independent of and may conflict with Title 8, Chapter 2, Article 14 (Cannabis Land Use Ordinance) of the Yolo County Code. The Cannabis Land Use Ordinance does not protect any person from arrest or prosecution under Federal law. Persons engaged in cannabis activities assume any and all risk and any and all liability that may arise or result under State and Federal laws from the cultivation, sale, possession, distribution, use of cannabis and/or any other cannabis activity. All persons engaged in cannabis activities are subject to possible Federal prosecution, regardless of State licensure. Operation pursuant to a County Cannabis License or County Cannabis Use Permit does not assert or provide Federal protection.

Generally Unstable Legal Framework – Cannabis activities are highly regulated at all levels of government and those regulations are subject to rapid change. Permittees are solely responsible for compliance with all applicable laws.

Ability of County to Deposit Cannabis-Related Funds – All Cannabis Use Permit applicants and Permittees acknowledge that the County’s cannabis program and the issuance of any permit under the Cannabis Land Use Ordinance is conditioned on the County’s ability to deposit funds received from cannabis-related businesses, including for payment of permit fees, applicable taxes, and fines and abatement costs. If at any time the County is unable to deposit cannabis-related funds as a result of the federal classification of cannabis as a “Schedule 1” drug creating legal liability for financial institutions accepting cannabis-related deposits, the Board of Supervisors may take action to void the Cannabis Land Use Ordinance and revoke Cannabis Use Permits.

Vested Rights

Unless otherwise required by California law, no County Cannabis License or Cannabis Use Permit establishes a property interest, vested right, or entitlement beyond the authorization to conduct the cannabis uses specifically identified in the permit for the term provided therein, subject to the permit’s conditions and the requirements of any applicable State and County laws and regulations, and subject to County’s ability to terminate the cannabis program under 8-2.1409(C). The Permittee and the Cannabis Use Permit shall be subject to all duly adopted amendments to State and County law or regulation, including amendments to the Cannabis Land Use Ordinance and the administrative policies adopted thereunder.

Misrepresentations

The provision of false or misleading information in the permitting process will result in rejection of the application and/or revocation of any issued permit/approval.

Code Compliance

The County may refuse to issue any permits, licenses, or approvals where the property upon which the use or structure is proposed is in violation of the County Code.

I hereby certify that I have read all the above information and agree to all disclosures and indemnifications therein.

PROPERTY OWNER

NAME: _____

SIGNATURE: _____ DATE: _____

CANNABIS OPERATOR

NAME: _____

SIGNATURE: _____ DATE: _____

APPLICANT

NAME: _____

SIGNATURE: _____ DATE: _____

SECTION D

**SURROUNDING PROPERTY
OWNERS' LIST & MAILING
LABELS (1,000 FT)**

INSTRUCTIONS FOR OBTAINING PROPERTY OWNERS' NAMES & ADDRESS MAILING LABELS

For the purpose of legal noticing, the Planning Division requires each applicant to submit a typewritten list of the property owners and their addresses for all parcels within 1,000 feet of the exterior boundaries of the parcel(s) on which the project is to be located.

The property owners' names and addresses should be obtained in the following manner:

1. From the County Assessor's Office (625 Court Street, Room #104, Woodland, CA 95695) obtain the Assessor's Map(s) covering the subject property and all parcels within 1,000 feet of the exterior boundaries of the parcel(s) on which your project is to be located.
2. Indicate the area of your property by outlining the entire subject parcel in red on the Assessor's Map, even if your request includes only a portion of a parcel.
3. Draw a line that is at a distance of 1,000 feet around the outer red outline of the boundaries of the parcel you outlined in step 2. This 1,000 foot line may fall on adjoining maps. Only one copy of each map on which the 1,000-foot radius line falls is required.
4. Using address label sheets write down the book, page and parcel number of the subject parcel and of all parcels touched by or included within the 1,000-foot area.
5. Now, using the Assessor's Books, look up the Assessor's Parcel Numbers recorded on the Address Label Sheet and copy down the names and addresses of the owners of each parcel identified. The roll would read as follows:

05003 012-345-067 Drake, John-Linda 7813 El Dorado Street
Woodland, CA 95695

Print on a self-adhesive label sheet the names and addresses so they appear like the following example:

JOHN AND LINDA DRAKE
7813 EL DORADO STREET
WOODLAND CA 95695
APN 012-345-067

6. Additionally, add to the ADDRESS LABEL SHEET the names and addresses of ALL PROPERTY OWNERS whose land fronts on or is traversed by any private road used to gain access to the proposed site from a public road.
7. Also add to the ADDRESS LABEL SHEET the property owner's and the project applicant's name and address as well as all parties that you believe should receive notice of the proposed project. These might include mineral rights holders, the home office of the permittee, citizen groups, etc. Be sure to include the applicant's engineer or representative.
8. Include with your application the original typed copy of the property owner sheet, three additional sets on self-adhesive mailing labels, and the signed Affidavit of Certified Property Owners' List.
9. The person completing the 1,000-foot list must sign the Certified Property Owner's List certifying that the attached property owners' list contains the names and addresses of all property owners as they appear on the latest assessment roll of the county within the area described on the attached application and for a distance of one thousand (1,000) feet from the exterior boundaries of the property described on the application. **NOTE:** Failure to submit a complete and correct property owners' list may result in the nullification of your permit or a delay in permit processing.

Certified Property Owner's Affidavit

I, _____

Hereby certify that the attached list contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the county within the area described on the attached application and for all properties within 1,000 feet from the exterior boundaries of the property described on the attached application, as of _____.

(date)

Assessor's Parcel Number(s) of property described on application:

Name of Applicant or Property Owner: _____

Signature: _____

Address: _____

Phone: _____

SECTION E

ACKNOWLEDGEMENT OF FINDINGS

CANNABIS USE PERMIT REQUIRED FINDINGS

These findings are provided for your information. Please keep these findings in mind when designing your project and completing the Cannabis Use Permit application. Signature required at end of document.

According to Section 8-2.217 of the County Code, the purpose of a Use Permit is to allow the proper integration into community of uses which may be suitable only in specific locations in a zone or only if such uses are designed or laid out on the site in a particular manner. The Cannabis Land Use Ordinance (Title 8, Chapter 2, Article 14 of the Yolo County Code) sets forth the regulations and performance standards for cannabis uses.

In granting a Cannabis Use Permit, the decision-making authority must make the following findings, based on substantial evidence in the record (see CLUO Section 8-2.1406(L)).

1. The requested use is a conditionally allowed use in the applicable zone designation.
2. The requested use is consistent with the general plan, and area or specific plan if applicable.
3. The proposed use complies with each of the applicable provisions of the Cannabis Land Use Ordinance and other applicable sections of the County Zoning Regulations.
4. The proposed use, together with the applicable conditions, will not impair the integrity or character of the neighborhood nor be detrimental to the public health, safety, or general welfare.
 - a. The population in the area has been taken into consideration.
 - b. The crime rate in the area has been taken into consideration.
 - c. The record of nuisance abatements in area has been taken into consideration.
 - d. Community character has been taken into consideration.
 - e. Community support has been taken into consideration.
5. Adequate utilities, access roads, drainage, sanitation, and/or other necessary facilities will be provided, as required in applicable County and State regulations, standards, and specifications.
6. The number of cannabis operations in the area has been taken into consideration.
7. The proximity of cannabis operations to each other, and/or to other identified sensitive land uses has been taken into consideration.
8. The proximity to adjoining/nearby land uses has been taken into consideration.
9. The compliance history of the applicant and/or operator has been taken into consideration.
10. Parcel size and proposed uses on the non-cannabis portion(s) of the parcel have been taken into consideration.

11. Subject matter input relevant to the specific location or proposed project from County department and division heads, and the Cannabis Unit have been taken into consideration. This shall include information and recommendations from the Agricultural Commissioner relevant to compatibility of proposed cannabis cultivation with adjoining non-cannabis crops.
12. Other cultural, social, equity, and environmental justice concerns deemed applicable by the County have been taken into consideration. (EIR MM OVC-1c)
13. Site efficiency and use of the site to minimize fallowing of agricultural land has been taken into consideration.

I have read the above-listed Findings and understand the decision-making body (Planning Commission, or Board of Supervisors, if appealed) must consider these Findings when deliberating whether to approve, conditionally approve, or deny a Cannabis Use Permit application. Further, I agree to assist County staff and respond with additional information, if requested, in the furtherance of making these Findings.

Applicant Name

Signature

Date

SECTION F

PROJECT DESCRIPTION

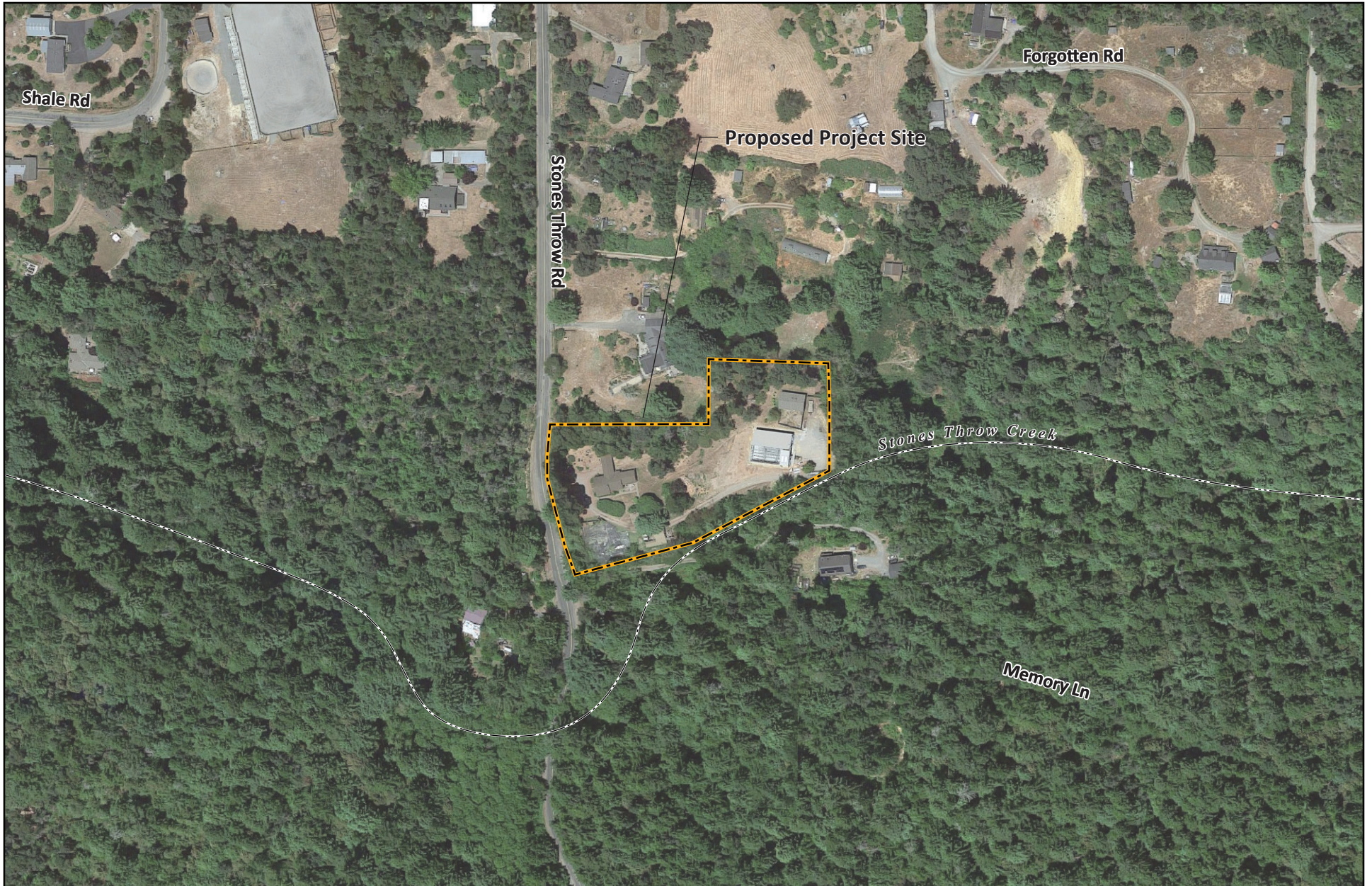
PROJECT DESCRIPTION

Note: The project description must include a complete description of the proposed project that provides information about the project site, including existing conditions and facilities, including structures and utilities, proposed facilities and improvements (both on and off-site), and the construction methods and operations practices of the proposed project. You may find that some of the responses you provide elsewhere in the Use Permit application is similar to or duplicative of the project description guidance, below. Having this information in a narrative format increases reviewer efficiency, allows staff to conveniently transmit information to reviewing agencies, and aids in the description used for CEQA review.

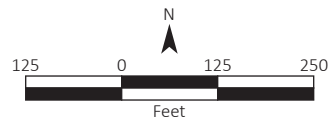
- **Introduction** – Provide a brief description of project and requested entitlements (e.g., what cannabis activities are occurring on property(ies) now and what activities are you proposing).
- **Project Location** – Indicate the precise location and boundaries of the proposed project. At a minimum, provide an address, Assessor’s Parcel Number(s), and the location of the project on an appropriately scaled aerial map (i.e., one that shows both the specific location of the project and enough surrounding area to allow reviewing agencies to understand its general location)- See Attachment A for example.
- **Description of Project Site** – Provide the following information about the project site:
 - Description of existing topographic conditions on the project site and surrounding areas (is the project site generally flat, gently sloped, or steeply sloped);
 - Description of current land uses (cannabis and non-cannabis) on the project site and any existing buildings and structures (e.g., private residence(s), garage, storage building, greenhouses, septic systems and leach fields, etc.);
 - Description of any natural features or habitats on the project site (e.g., wetlands, stream channels, oak woodlands, etc.);
 - Description of land uses surrounding the project site; and
 - Description of prior land uses on the project site (e.g., what occurred on the site prior to cannabis activities, if applicable).
- **Proposed Site Improvements (Construction Activities)** – The project description should include details of all improvements that will be made to the project property as part of the proposed project. This should include the following information, as relevant:
 - Any new buildings or structures that will be constructed, dimensions, purpose, how long construction is expected to last, and what types of equipment will be used for each;
 - Any modifications or improvements to existing buildings or facilities that will be completed, including the nature of the improvements;
 - Any new facilities, including infrastructure improvements or upgrades, whether those improvements are located on the project site or off site (e.g., extension of water line);
 - Any grading that will be required and the anticipated amounts of cut and fill;

- Where construction equipment and materials storage (staging) areas will be located, where appropriate; and
 - Describe build-out of the project in terms of development phases, construction stages, and timing/phasing of infrastructure improvements.
- **Description of Project Operations** – Provide the following information about proposed project operations:
 - Number of employees, year-round and seasonal;
 - Hours of operation;
 - If retail operation, include description of the types of cannabis and non-cannabis products you will sell and a brief description about security measures taken;
 - Number of daily trips for delivery of materials or supplies and shipment of product;
 - The source(s) of water for irrigation, processing, and domestic use;
 - The method for treatment of wastewater generated by the project;
 - The source of energy used in operation of the project, and a list of all energy management and efficiency features included in the project; and
 - Summary of each cannabis use and distinguishing characteristics that make up the particular use (e.g., if manufacturing, describe where manufacturing will take place, what types of products will be manufactured, what equipment will be used, will it take place year-round or seasonally, etc.).
 - **Environmental Commitments** – Describe any environmental commitments regarding project construction or operations that the applicant proposes, including those required by the CLUO and any others included voluntarily. Environmental commitments could be related to energy efficiency, water efficiency, noise abatement, lighting, or other aspects of the project that may reduce the impacts of the project on the environment and surrounding community.
 - **Other Required Permits and Approvals** - A list of other permits that may be required or have been obtained (e.g., annual cultivation license from DCC, water right permit from State Water Resources Control Board (SWRCB) for diversion of surface waters, proof of enrollment in or exemption from either the SWRCB or Regional Water Quality Control Board program for water quality protection, Lake or Streambed Alteration Agreement from California Department of Fish and Wildlife), local building permits, County licenses, etc.

Attachment A: Project Location Map/Aerial



Ever Green Growers
APN: 012-345-678
85984 Stones Throw Rd
Town, CA 97979



SECTION G

ENVIRONMENTAL / PROJECT SITE QUESTIONNAIRE

ENVIRONMENTAL/PROJECT SITE QUESTIONNAIRE

A. PROPOSED PROJECT SITE

1. Assessor's Parcel Number(s): _____

2. Parcel(s) size (in acres): _____

3. Nearest public road/cross streets: _____

4. Existing land use(s): _____

5. Existing building(s) and structure(s) (specify cannabis-related buildings and non-cannabis buildings, and provide Building Permit #s for all issued and/or active building permits):

6. Distinctive physical features (slopes greater than 10%, streams, ponds, etc.):

7. Existing vegetation:

8. Existing access routes (i.e., direct access off of [specific road]):

9. Existing drainage facilities and direction of flow:

10. Existing water supply (i.e., groundwater, public water system, etc.):

11. Existing sanitation facilities:

12. List and describe all existing easements (if any):

13. Owner(s) of mineral rights:

14. Existing Land Conservation Contract and/or other deed restrictions (if any):

B. SURROUNDING PROPERTIES AND LAND USES

1. Land Uses (including type of crops if agricultural):

North: _____ South: _____

East: _____ West: _____

2. Buildings and structures (indicate distance from project site):

North: _____ South: _____

East: _____ West: _____

3. Distinctive physical features and vegetation:

North: _____ South: _____

East: _____ West: _____

4. Noise characteristics of the surrounding area/off-site (include significant noise sources):

5. Lighting characteristics of the surrounding area/off-site (include significant light sources):

C. PROJECT DETAILS

*If project involves co-location, clearly distinguish which project features will be shared.

1. Describe in detail the type of materials used, stored, sold and/or processed, and the processes to be involved in the proposed operation:

2. Identify any potentially dangerous, explosive, flammable or hazardous chemical and/or processes to be used and any hazardous wastes to be generated:

3. Describe any potential noise or vibration sources associated with the project (i.e., compressor, generator, machine noise, heavy equipment, etc.). State the amount of noise to be generated (dBA), times of day when noise will be generated, nature of noise (i.e., constant motor running, intermittent alarm, whirring of fans, etc.) and describe what methods will be used to reduce the noise or vibration:

4. Describe how the following will be addressed with respect to CLUO Section 8-2.1408(Z)- Lighting:

- a. Describe how exterior lighting will meet the requirement to be operational, full cut-off, shielded, and downward facing:

- b. Describe how will lighting inside indoor and mixed-light structures be fully controlled so that minimal or no light escapes (i.e., use of internal curtains, shrouding, or other equally or more effective methods to preclude the structure from emitting nighttime glow):

- c. Describe how indoor/enclosed spaces will utilize LED bulbs, or equivalent or more efficient technology:

- 5. Describe source, type and amount of air emissions (smoke, steam, gases, water vapor, dust, chemicals) from project. Describe what methods will be used to reduce emissions. (Note: Details on odor emissions to be provided in the Odor Control Plan):

- 6. Number of employees

- a. Full-Time/Part-Time employees:

- b. Seasonal employees- Describe the duration and purpose of seasonal employees (i.e., 12 seasonal employees from March-May for planting, 20 seasonal employees from September-November for harvest/trimming, etc.):

- 7. Number of contract laborers

- a. Full-Time/Part-Time contract laborers:

- b. Seasonal contract laborers- Describe the duration and purpose of seasonal contract laborers:

8. Employee Services

- a. Describe how the cannabis operation will comply with applicable labor standards including parking, toilets, drinking water, safety stations, shading, and hand-washing stations:

- b. If on-site employee housing (temporary and/or permanent) is proposed, describe if it will be new construction or an existing housing unit and the size in square feet:

- c. If on-site employee housing (temporary and/or permanent) is proposed, describe what services it will be connect to (i.e., power source, water service, sewer/septic, etc.):

- d. Describe what methods will be used to encourage employee ride-sharing and minimization of employee vehicle trips:

9. Describe the hours of operation for all cannabis uses:

10. Describe the number of new daily trips (includes employee, customer, delivery, hauling, transport of product, etc.) that will be generated for the cannabis operation for the following (*Note: all trips associated with an existing cannabis licensee shall be considered 'new' trips for the purposes of determining whether a traffic study is required as a part of the Use Permit application. If 100 new daily trips or more are anticipated, you will need to submit a traffic assessment as a component of this Use permit application*):

- a. Peak-season daily trips:

b. Off-season daily trips:

11. Estimated hours of large truck deliveries/loadings (i.e., semi-truck):

12. Describe the methods and practices to control fugitive dust from the cannabis operation:

13. If any portions of the site will be graded, provide the following:

a. Area to be graded (in acres or square feet):

b. Total volume to be moved (in cubic yards):

c. Slope ratio of steepest finished slope (horizontal feet/each vertical foot):

d. Height of highest finished slope:

e. Disposition of excavated material:

14. Describe the number, size, and species of any trees to be removed (*Note: Removal of native trees and tree clusters or stands, particularly oak woodlands, remnant valley oaks, and riparian woodlands, in furtherance of a cannabis use is prohibited*):

15. Has a Lake or Streambed Agreement (LSA) pursuant to State Fish and Game Code 1602 been issued for your project? Yes No ; If yes, **ATTACH A COPY** of issued LSA.

16. If new buildings and structures are proposed, describe how:

a. They will be clustered or otherwise sited to minimize on-site and off-site impacts:

b. Design, materials, and general appearance will be compatible with the character and scale of what is typical in the surrounding community:

17. Is new landscaping or vegetative screening being proposed? Yes No ; If yes, provide the square footage of new landscaping, if known. *(All new landscaping, irrigation (non-cultivation related), and screening shall be consistent with the requirements of Chapter 3, Water Efficient Landscaping, of Title 8 of the Yolo County Code).*

18. Identify any existing or proposed activity that results in ground disturbance (i.e., grading, trenching, cultivation, drilling, etc.):

D. PROPOSED SERVICES

1. Drainage: Drainage, runoff and storm water must be discharged into approved on-site stormwater management systems, and shall comply with the State Water Board Cannabis Policy and Cannabis General Order and the County Improvement Standards.

a. Describe how drainage, runoff and storm water will be managed:

b. Will the project require the installation or replacement of storm drains or channels?
Yes No ; If yes, indicate length, size and capacity:

- c. Provide evidence of enrollment in an order or waiver of waste discharge requirements with the State Water Resources Control Board or the Central Valley Regional Water Quality Control Board. Acceptable documentation for evidence of enrollment can be a Notice of Applicability. Acceptable documentation for a processor that enrollment is not necessary can be a Notice of Non-Applicability.

ATTACH A COPY of Notice of Applicability or Notice of Non-Applicability.

Provide the number of the applicable document: _____

2. Water Supply

- a. Estimate existing and proposed yearly water supply needs (in acre feet or gallons) for all cannabis activities:

- b. Indicate if cannabis operation is served by retail water supplier, groundwater well, surface water, or other:

- c. If retail water supplier, provide the following:

- i. Name of retail water supplier: _____

- ii. Demonstrate that adequate capacity is available to serve the use on a sustainable basis (e.g., **ATTACH** will serve letter):

- d. If groundwater well, provide the following:

- i. A copy of the well completion report filed with the Department of Water Resources pursuant to Section 13751 of the Water Code, or well permit from Yolo County Environmental Health Division. **ATTACH COPY**

- ii. Demonstrate that adequate capacity is available to serve the use on a sustainable basis:

e. If surface water, provide the following:

i. Name of waterbody: _____

ii. A copy of water right statement substantiating a legal right to use the water
ATTACH COPY

iii. Demonstrate that adequate capacity is available to serve the use on a sustainable basis:

f. If other water source, please describe (additional information may be requested during the application review process):

g. Will the project require the installation or replacement of new water service mains?
Yes No ; If yes, indicate length, size and capacity:

3. Sanitation

a. Indicate if sanitation will be provided by private onsite septic system or public sewer:

b. If private onsite septic system, describe the proposed system (leach field, seepage pit, etc.):

c. If public sewer, attach copy of a sewer availability letter from sanitary district. **ATTACH COPY**

d. Will the project require the installation or replacement of new sewer mains or wells?
Yes No ; If yes, indicate length, size and capacity:

e. Describe toxic and chemical wastes to be discharged and amount:

4. Power Source (general)

- a. Describe the permanent source of power serving the cannabis operation (*Note: The use of generators as the sole or permanent source of power for equipment and/or facilities for all cannabis use types is prohibited*):

- b. If a generator(s) will be used in the cannabis operation, describe how the operation currently complies with, or will comply after approval of a Cannabis Use Permit, with Section 16306, Generator Requirements, of the DCC Regulations:

5. Electricity

- a. What is the projected amount of electrical usage (peak kW/hrs/day):

- b. Do existing lines require an increase in number or size: Yes No

- c. Do any overhead electrical facilities require relocation? Yes No ; If yes, describe:

- d. Indicate length of new offsite electrical transmission and distribution facilities required to serve the project (if applicable):

6. Natural Gas

- a. Indicate expected amount of gas usage:

- b. Do existing gas lines have to be increased in size? Yes No ; If yes, describe:

- c. Do existing gas lines require relocation? Yes No ; If yes, describe:

- d. Indicate length and size of new offsite gas mains (if applicable):

7. Fire Protection

- a. Indicate number and size of existing and/or proposed fire hydrants and distance from proposed buildings:

- b. Indicate the number and capacity of existing and/or proposed water storage facilities and distance from buildings:

- c. Describe how the cannabis operation will manage vegetation and maintain fire breaks to minimize fire danger:

E. MISCELLANEOUS

1. Hoop Houses

- a. Will hoop houses be used as part of the cannabis operation? Yes No ; If yes, describe the quantity, size, timeframe they will be used, and how they will be maintained (*Note: Hoop houses are temporary and shall be removed after the growing season. No utilities or power, including portable equipment, are allowed in hoop houses and they may not be used for processing*):

2. Site Maintenance (CLUO 8-2.1408(PP))

- a. Describe the methods that will be undertaken to maintain, manage, and operate the site, all improvements and alterations, and all structures, in good repair, acceptable in appearance, and in a reasonably safe condition:

- b. Describe the methods that will be undertaken to keep the site free of litter, clutter, graffiti, abandoned buildings, abandoned structures, and abandoned equipment:

- c. Describe how non-cannabis waste storage and disposal will be provided:

3. Agricultural Maintenance (applies to applicants proposing cannabis use(s) on agricultural land) (CLUO 8-2.1408(B))

- a. Size of entire property, footprint/size of cannabis operations (all current and proposed disturbed areas for the benefit of a cannabis use(s)), and size of remaining land on property not in cannabis use:

- b. Describe how the majority of the parcel, excluding the area in cannabis cultivation, will be used for agricultural activities:

- c. Describe how areas in non-agricultural use will be properly maintained (e.g. weed abatement, pest management, etc.) to, among other things, avoid maintenance deficiencies that impar or otherwise conflict with agriculture on other nearby properties:

4. Odor Easements (CLUO 8-2.1408(DD)(3))

- a. Do you propose an odor easement on neighboring property(ies) as an alternative to compliance with the <7:1 D/T standard? Yes No ; If yes, provide the following:

- I. Name, mailing address, Assessor's Parcel Number(s), and phone number of property owner where easement is proposed:

- II. Justification for requesting odor easement:

- III. Attach a signed statement from affected property owner agreeing to odor easement and a draft of the easement for review by County Counsel. Please note that if an odor easement is approved as part of the Cannabis Use Permit, the easement must be recorded in the chain of title for the affected property(ies).

ATTACH COPY

5. Personal Use

- a. Will personal cannabis be grown on the parcel where commercial cannabis activities are occurring? (personal use cannabis may only be cultivated by the resident that maintains his/her personal pace of residence on the parcel)

Yes No ; If yes, answer the following:

- I. Where will the personal cannabis be cultivated?

- II. Describe what measures will be taken to ensure the personal cultivation of cannabis is distinctly separated from the commercial cannabis operation.

F. RETAIL SUPPORTING INFORMATION

1. List all Directors, Officers, Managers, Members and Agent for Service of Process as stated on the Secretary of State Registration/Statement of Information (attach a separate sheet with additional names, if needed):

Full Name: _____ Title: _____

Street Address: _____ City/State/Zip: _____

Mailing Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Full Name: _____ Title: _____

Street Address: _____ City/State/Zip: _____

Mailing Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Full Name: _____ Title: _____

Street Address: _____ City/State/Zip: _____

Mailing Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Full Name: _____ Title: _____

Street Address: _____ City/State/Zip: _____

Mailing Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

2. Has the Property Owner, Applicant, Business Owner(s), Director(s), Officer(s), Manager(s), or Member(s) been the subject of any administrative action, including but not limited to suspension, denial, or revocation of a cannabis license at any time during the past five (5) years? If so, please explain:

3. List all fictitious business names the Property Owner, Applicant, Business Owner(s), Director(s), Officer(s), Manager(s), or Member(s) are operating under and include the address where each business is located:

4. Is the Property Owner, Applicant, Business Owner(s), Director(s), Officer(s), Manager(s), or Member(s) currently involved in a cannabis-related application process in any other jurisdiction? If so, please explain:

SECTION H

SITE PLAN REQUIREMENTS

SITE PLAN REQUIREMENTS

The site plan shall be on a sheet NO LARGER than 24" x 36", except as otherwise specified by the pre-submittal planner. A clearly readable and reproducible reduction is also required if your site plan is larger than 8½" x 11". The north side of the lot should be at the top of the plan. **Please see attached sample site plan.** The following outline contains those items to be included on your site plan, **if applicable**.

Notes:

1. If Use Permit application is for a co-location (different ownerships or business entities operating on the same contiguous parcel), clearly label every separate use with specific business name.

A. PHYSICAL CHARACTERISTICS

The physical characteristics of the project must be accurately portrayed on the site plan. Please include (where applicable):

1. North arrow and scale (preferably not less than 1" = 20').
2. Exterior dimensions of the property.
3. Setback distances (from property lines to structures and cultivation areas) and distances between structures and cannabis uses. See Yolo County Code Section 8-2.305 for setback requirements in Agricultural Zones, Section 8-2.605 for Commercial Zones, and 8-2.705 for Industrial Zones.
4. Existing and proposed structures (including trailers and shipping containers) labeled "existing," "proposed," and "to be removed." Label the use(s) of all structures (i.e., cannabis processing, manufacturing facility, etc.)
5. Grading areas and ground leveling areas being proposed. Indicate disturbed area in square feet and amount of cut/fill and total amount of cubic yards. If no grading or ground leveling is proposed, provide a statement on site plan.
6. Locations and capacities of existing and proposed wells, septic tanks, leach lines and replacement areas. Show setbacks to septic tanks/leach lines/replacement areas from structures and cannabis uses.
7. Physical features of the site, including mature trees, topographical contours, streams, and landmarks, etc. Note that structures and cannabis uses (including cultivation areas) must be setback a minimum of 100 feet from lakes, perennial ponds, rivers, creeks, sloughs, and perennial streams. Show 100 setback on plans if applicable.
8. Gross floor area of each structure (may be shown on the structure or in the legend).

9. Area where personal cannabis will be cultivated, if applicable.
10. Existing and proposed paved areas, including type of surfacing and widths of all driveways, driveway approaches, access easements, walks and rights-of-way. Driveways shall have an all weather surface, such as compacted gravel.
11. Include a statement acknowledging that driveway approaches to County and State maintained roads shall be per current County Improvement Standards or Caltrans requirements, as applicable.
12. If on agricultural property, show the location and size of area (in square feet or acres) of parcel not in cannabis use.
13. Adjacent streets with names.
14. Location of existing and proposed easements (including utility easements).
15. Existing and proposed drainage facilities, including surface drainage patterns.
16. Location and description of existing and proposed walls, fences and vegetative screening.
17. Location, type, and size of onsite water storage meeting fire flow and fire department connection requirements per the California Fire Code.
18. Location of existing or proposed controlled access entry and Knox Box.
19. Location of posted address and statement it adheres to display requirements of the California Fire Code.
20. Location of existing and proposed exterior lighting. Include the height of freestanding light fixtures and include wattage of all lights. Note: all exterior lighting shall be operational, full cut-off, shielded, and downward facing.
21. Location of structures storing hazardous materials and distances from hazardous materials to the cultivation site, wells, water tanks, bodies of water, watercourses, drainage ditches, irrigation lines and 100-year floodplain.
22. Identify the location, size, and species of any trees proposed to be removed. Development and/or site grading shall not occur within the dripline of existing trees.
23. Location of existing and proposed signs.
24. Identify adjacent land uses (i.e., residential, commercial, industrial, agricultural).
25. Treatment of open areas, including landscaping, storage and operations yards, etc.
26. Location of trash enclosures and cannabis waste areas.

27. Square footage of proposed and existing construction. If different use types, such as manufacturing, processing, office, or storage, etc., please specify percentages of floor area.
28. Canopy area(s), including aggregate square footage if the canopy areas are noncontiguous.
29. Area(s) outside of the canopy where only immature plants will be maintained, if applicable.
30. Designated pesticide and other agricultural chemical storage area(s).
31. Designated processing area(s) if processing will occur onsite.
32. Designated packaging area(s) if packaging of products will occur onsite.
33. Designated composting area(s) if composting of cannabis waste will occur onsite.
34. Designated secured area(s) for cannabis waste.
35. Designated area(s) for harvested cannabis storage.
36. On-site parking and circulation:
 - a. Layout and dimensions of parking area and spaces, including accessible parking spaces. Please number the parking spaces and circle the highest number.
 - b. Direction of traffic flows (shown with arrows).
 - c. Off-street loading spaces and facilities.

B. TITLE BLOCK

A TITLE BLOCK shall be provided in one corner of each page of the plot plan, and contain the following information:

1. Project name and proposed land use entitlement.
2. Name, address and phone number of property owner.
3. Name, address, phone number, and license number of engineer or architect (if applicable).
4. Assessor's Parcel Number and Project address (if applicable).
5. Date prepared and version number of plan set.

C. LOCATION MAP

A LOCATION MAP shall be provided on same sheet, if space allows, or on a separate map or page and include the following:

1. North arrow and scale.
2. Existing street pattern with names (from the property to the first public road). If the property is $\frac{1}{4}$ mile or more from the nearest public road, an approximate distance shall be shown.
3. Subject property identified with cross-hatching.

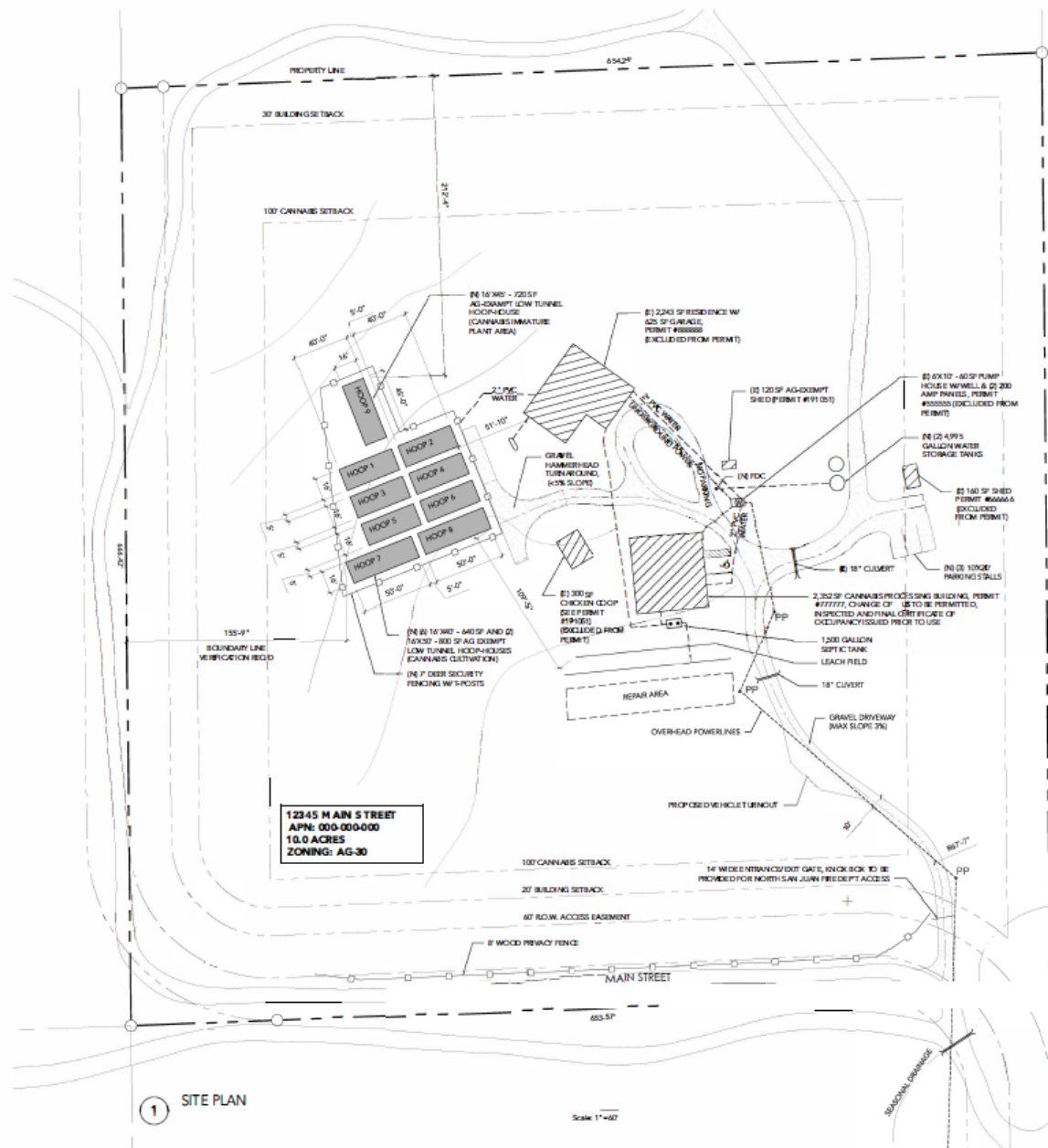
D. LEGEND

A LEGEND shall be provided, and shall include the following information:

1. Gross acreage of subject property and net area of property (excluding streets and access easements).
2. Number of required and proposed parking and loading spaces and parking area size in square feet.
3. Building coverage (square footage of structures divided by square footage of property).
4. Percentage of landscaping provided based on the gross area of site, parking and drive areas.

SAMPLE SITE PLAN (NEXT PAGE):

The Site Plan example on the following page is for reference only. It does not include all of the items required in the above document.



12345 MAIN STREET
 APN: 000-000-000
 10.0 ACRES
 ZONING: AG-30

1 SITE PLAN

Scale: 1"=40'

APPROXIMATE CANNABIS CANOPY AREA

| | |
|---------------------------------------|-----------------|
| HOOPHOUSE 1 | 360 SF |
| HOOPHOUSE 2 | 360 SF |
| HOOPHOUSE 3 | 360 SF |
| HOOPHOUSE 4 | 360 SF |
| HOOPHOUSE 5 | 360 SF |
| HOOPHOUSE 6 | 360 SF |
| HOOPHOUSE 7 | 720 SF |
| HOOPHOUSE 8 | 720 SF |
| TOTAL CANOPY AREA | 4,740 SF |
| ALLOWABLE CANNABIS CANOPY AREA | 5,000 SF |

CANNABIS SUPPORT AREAS

| | |
|-------------------------------------|-----------------|
| HABITABLE PLANT AREA | 1200 SF |
| TRIMMING AREA | 80 SF |
| HARVEST STORAGE | 100 SF |
| DRYING AREA | 1,200 SF |
| ADMIN. HOLD AREA | 50 SF |
| SELF-DISTRIBUTION AREA | 140 SF |
| TOTAL SUPPORT AREA | 2,530 SF |
| ALLOWABLE SUPPORT AREA (10%) | 4,500 SF |

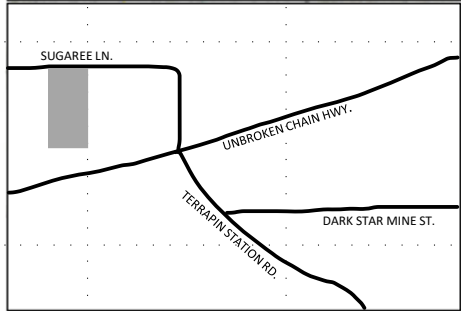
INTERVIOUS SURFACE AREAS

| | |
|-------------------------|-------------------|
| RESERVED AND GARAGE | 2,880 SF |
| HOOPHOUSES | 4,140 SF |
| ACCESSORY STRUCTURES | 2,812 SF |
| TOTAL LOT SIZE | 1000 ACRES |
| IMPVIOUS SURFACE | 0.2% |

SITE NOTES:

- TOPOGRAPHY (15'-4-10% ACROSS CULTIVATION AREA) IS DEPICTED AS PER THE OWNER'S REPRESENTATION
- OWNER TO PROVIDE A BOUNDARY LINE VERIFICATION FORM TO THE BUILDING INSPECTOR, PREPARED BY LICENSED LAND SURVEYOR FOR THE WESTERN PROPERTY LINE, WHICH SHALL BE PLACED IN THE FIELD BY LICENSED SURVEYOR PRIOR TO THE ON-SITE ENGINEERING.
- IF SUBSURFACE ARCHEOLOGICAL AND/OR PALEONTOLOGICAL FEATURES OR UNIQUE GEOLOGICAL FEATURES ARE DISCOVERED DURING CONSTRUCTION OR GROUND DISTURBANCE, ALL ACTIVITIES WITHIN 50' OF THE FIND SHALL CEASE AND THE COUNTY SHALL BE NOTIFIED IMMEDIATELY. A QUALIFIED ARCHEOLOGIST/PALAEONTOLOGIST SHALL BE RETAINED BY THE COUNTY TO ASSESS THE FIND AND SHALL HAVE THE AUTHORITY TO PRESCRIBE ALL APPROPRIATE PROTECTION MEASURES TO FUTURE WORK. IF BURIED HUMAN REMAINS ARE DISCOVERED DURING CONSTRUCTION OR GROUND DISTURBANCE, ALL ACTIVITIES SHALL CEASE AND THE COUNTY SHALL BE NOTIFIED IMMEDIATELY. THE COUNTY SHALL NOTIFY THE CORNER TO EXAMINE THE REMAINS. IF THE REMAINS ARE DETERMINED TO BE OF NATIVE AMERICAN ORIGIN, THE NATIVE AMERICAN HERITAGE COMMISSION SHALL BE NOTIFIED, AND ALL SECTIONS OF TITLE 10 SECTION 50709 OF THE CALIFORNIA PUBLIC RESOURCES CODE SHALL BE FOLLOWED.
- THE BURNING OF ANY PART OF THE CANNABIS PLANT OR PLANT MATERIALS THAT IS CONSIDERED EXCESS OR WASTE IS PROHIBITED FROM BEING BURNED.
- THE PROPOSED PROJECT SHALL COMPLY WITH APPLICABLE STATE AND FEDERAL AIR POLLUTION CONTROL LAWS AND REGULATIONS OF NSAQMD.
- THE SITE SHALL COMPLY WITH ALL PROVISIONS OF THE NEVADA COUNTY LAND USE AND DEVELOPMENT CODE CHAPTER 4 ARTICLE II SECTION 3.30 "CANNABIS CULTIVATION"
- THE USE OF HAZARDOUS MATERIALS SHALL BE PROHIBITED IN CANNABIS CULTIVATION EXCEPT FOR LIMITED QUANTITIES OF HAZARDOUS MATERIALS THAT ARE BELOW STATE OF CALIFORNIA THRESHOLD LEVELS OF 55 GALLONS OF LIQUID, 500 POUNDS OF SOLID, OR 200 CUBIC FEET OF COMPRESSED GAS. ANY HAZARDOUS MATERIALS STORED SHALL MAINTAIN A MINIMUM 50' TRACK DISTANCE FROM WATER SOURCES IN ACCORDANCE WITH NEVADA COUNTY LAND USE AND DEVELOPMENT CODE CHAPTER 4. THE PRODUCTION OF ANY HAZARDOUS WASTE AS PART OF THE CULTIVATION PROCESS SHALL BE PROHIBITED.
- CANNABIS CANOPY AND SUPPORT AREAS ARE LOCATED AT DISTANCES GREATER THAN 1,000 FEET FROM SENSITIVE AREAS.

VICINITY MAP



PROJECT
 FARM NAME INC.
 12345 MAIN STREET
 NEVADA CITY, CA 95959
 APN: 000-000-000

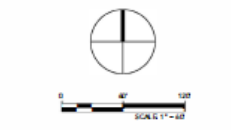
CONTACTS
 JANE SMITH
 12345 MAIN STREET
 NEVADA CITY, CA 95959
 PHONE: 555.555.5555
 EMAIL: JANE.SMITH@GMAIL.COM

DESIGN FIRM
 12345 BROAD STREET
 NEVADA CITY, CA 95959
 PHONE: 555.555.5555
 EMAIL: DESIGNFIRM@GMAIL.COM

SCOPE OF WORK:
 MIXED LIGHT TIER 1 COMMERCIAL CANNABIS CULTIVATION PERMIT FOR 5,000 SF CANOPY AREA

PERMIT SET

| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |



DRAWING TITLE:
 SITE PLAN

DATE: 4/6/2019
DRAWN BY: JG
SCALE:

SP-1

SECTION I

BUILDING ELEVATION REQUIREMENTS

BUILDING ELEVATION REQUIREMENTS

Submission of Building Elevations shall be required for all new/proposed cannabis use buildings associated with the Cannabis Use Permit application and/or any existing cannabis use buildings.

Building Elevations (north, south, east, west) shall be drawn on an appropriate scale that shows the entire structure and all relevant details. A clearly readable and reproducible reduction is also required if your site plan is larger than 8 ½" x 11". Building Elevations shall include the following information at a minimum:

1. Scale, building dimensions (height and width) for each elevation. If measuring height at the "averaged midpoint," show calculations.
2. Colors, materials, and textures to be used.
3. Structures labeled according to use (i.e., Greenhouse #1).
4. Architectural treatments (entrances, windows, eaves, etc.) and architectural details (retaining walls, fences, planters, etc.).
5. Proposed signs, including dimensions and copy.

SECTION J

PROJECT SITE PHOTOS

PROJECT SITE PHOTOS

Attach clear photographs of the below listed features, as applicable to your project, and clearly label the use and the direction of the view. For example, a picture of the front of retail business might be labeled “front of building; looking north”). Photographs shall be printed on 8 ½ x 11” paper. Include a figure that shows where each photo view is plotted and directional arrows indicating the direction the photo was taken.

For Retail Businesses, please include the following photos at a minimum:

- A. Exterior or building (all sides), if existing. If building is not existing, include photos of property from all sides (north, south, east, and west).
- B. View from property lines (north, south, east, and west) looking away from the building.
- C. Interior of all cannabis buildings.
- D. Any other cannabis related use/area.

SECTION K

BUFFER QUESTIONNAIRE & MAP

BUFFER QUESTIONNAIRE RETAIL-STOREFRONT

Please refer to the attached table (Required Cannabis Buffers from Sensitive Land Uses) for applicable buffer distances and measure points.

Note: In accordance with Section 8-2.1408(E) of the Cannabis Land Use Ordinance, an applicant for cannabis retail-storefront use may request a buffer reduction up to 10% of the required buffer. For example, if the proposed retail-storefront building is 90 feet from residentially zoned land (measured from the residential zone boundary to the cannabis retail storefront building), the applicant may request a buffer reduction. Note that buffer reductions cannot be applied to Tribal Cultural Resources and federal lands held in trust by the federal government or subject of a trust application for a federally recognized Tribal government.

1. Check the following box that best describes your project:

- My project currently meets AND as proposed will meet all buffers from sensitive land uses. *(If you checked this box, skip to #3)*

- My project does not currently meet all buffers from sensitive land uses, but I am proposing to relocate operations on-site to meet buffers. *(If you checked this box, skip to #3)*

- My project does not currently meet all buffers from sensitive land uses, and I am requesting the use of a Buffer Reduction (up to 10% of the required buffer distance) *(If you checked this box, answer #2-3).*

2. Please answer the following if you are requesting a Buffer Reduction:

- a) Identify each sensitive land use(s) to which you are requesting a buffer reduction to be located closer than the buffer would otherwise allow:

- b) Distance from proposed cannabis use to applicable buffer measure point for each sensitive land use:

- c) Assessor's Parcel Number(s) (APN) and mailing address of property containing sensitive land use where buffer reduction is requested:

d) Justification for requesting Buffer Reduction:

e) Do you have written support from property owner(s) you are requesting a buffer reduction from?

Yes No; If yes, please provide copy of written support.

3. Attach an aerial exhibit showing the following (this can be hand drawn on Google Maps or other similar aerial imagery):

a) Parcel outlined with APN listed.

b) Cannabis area(s) identified and outlined.

c) If relocating cannabis uses on site to meet buffers, show the existing and new (relocated) cannabis uses.

d) Location of all sensitive land use(s) within 500 feet of parcel boundary.

e) Location of all sensitive land use(s) and Assessor's Parcel Number (APN) where buffer reduction, is requested (*if applicable*)

Required Cannabis Buffers from Sensitive Land Uses (Retail-Storefront)

Cannabis retail-storefront uses shall adhere to the following buffers from sensitive land uses:

| CLUO Sensitive Land Use | Buffers for Indoor Uses (i.e., Retail-Storefront) | Measure Buffer From |
|--|--|---------------------|
| Off-site individual legal residences located on parcels under separate ownership in any non-residential zone | 100 ft | Building |
| Residentially zoned land | 100 ft | Zone Boundary |
| Public parks | 100 ft | Parcel |
| Licensed day cares | 100 ft | Building |
| Recognized places of worship | 100 ft | Building |
| Public or licensed private schools | 100 ft | Building |
| Licensed treatment facilities for drugs or alcohol | 100 ft | Building |
| Licensed youth centers | 100 ft | Building |
| Federal lands held in a trust by the federal government or subject of a trust application for a federally recognized Tribal government | 1,000 ft | Parcel |
| Tribal Cultural Resources | 1,000 ft | Resource Boundary |

SECTION L

ENVIRONMENTAL HEALTH LAND USE REVIEW SURVEY



County of Yolo

DEPARTMENT OF PLANNING, PUBLIC WORKS AND ENVIRONMENTAL SERVICES

Environmental Health Division

292 W. Beamer Street, Woodland, CA 95695
 PHONE - (530) 666-8646 FAX - (530) 669-1448

April Meneghetti, REHS
 Director of Environmental Health

ENVIRONMENTAL HEALTH LAND USE REVIEW SURVEY

A Building Permit Application may require a review from Yolo County Environmental Health (YCEH) to ensure the compliance with County, State and Federal laws and regulations. Please complete this survey and answer questions pertaining to each YCEH unit to the best of your knowledge, and submit it as part of your complete application. This survey should be completed by the property owner or the business operator.

| | | | |
|---|---|---------------------------|-----------|
| Site address: | | City: | Zip code: |
| Existing business? <input type="checkbox"/> Yes <input type="checkbox"/> No | | If yes, name of business: | |
| Property and/or owner of business name: | | | |
| Phone number: | | Email: | |
| Mailing address: | | City: | Zip code: |
| Building Permit #: | Project Description: (Please describe this building permit project as specifically as possible; such as "New house" or "Remodeling a house for use as an Office": | | |

| EH Program | Environmental Health Questions: | YES | NO | N/A | Why is this asked? |
|---|---|-----|----|-----|--|
| ALL | Is this project for a commercial use? | | | | Some EH programs regulate only commercial facilities. |
| SEPTIC SYSTEM: <u>If on City Sewer System, check here:</u> <input type="checkbox"/> * * Go to next EH Program. ONLY answer questions if a septic system exists on parcel - OR - the parcel will be serviced by a future septic system: | Is a building/structure getting bigger; is the footprint of a building/structure is expanding out of the original footprint? | | | | Septic setbacks are required with adequate replacement area |
| | Will this project include adding a structure/building/foundation to the land that will be an additional footprint? | | | | Septic setbacks are required with adequate replacement area |
| | Will this project have a wastewater flow or will it alter the existing wastewater flow? | | | | Needs to meet septic installation requirements |
| | Will this project change the wastewater flow in any way (decrease or increase)? <i>For example, <u>adding bedrooms</u> or potential sleeping rooms, or <u>changing the use</u> of the structure, such as residential to commercial</i> | | | | This will affect the existing septic system, and the system will need to be evaluated. |
| | Grading permits only: will the project have an impact on the existing soils on the parcel? | | | | This could affect future septic system developments. |
| | Is there an unused septic system on this parcel? | | | | Abandonment under permit is required. |

| EH Program | Environmental Health Questions: | YES | NO | N/A | Why is this asked? |
|--|---|-----|----|-----|--|
| WELL / WATER USE: If on City Water System or another approved Public Water System, check here: <input type="checkbox"/> * * Go to next EH Program. ONLY Answer questions if a water well exists on this parcel: | Will this project replace one structure for another that already has a well service connection? <i>For example, replacing a modular home with a new modular home.</i> | | | | <i>If it is on city water, not an EH issue.</i> |
| | Will this project use an existing well service connection to the structure? <i>For example, remodeling a house or other structure that is already connected to the well.</i> | | | | <i>No need for EH review if there is an existing service connection</i> |
| | Will this project require new piping to connect from a well or well water line to the project (i.e., a new connection)? | | | | <i>The well should have an approved permit; if not, the well requires evaluation.</i> <i>There could be public water system or state small water system requirements.</i> |
| | <ul style="list-style-type: none"> Will there be 15 or more buildings or physical structures supplied by this well? | | | | |
| | <ul style="list-style-type: none"> Will there be 5-14 buildings or physical structures supplied by this well? | | | | |
| | <ul style="list-style-type: none"> Does this well serve 25 or more people daily, at least 60 days per year (can be non-consecutive days)? | | | | |
| <ul style="list-style-type: none"> Does the water system serve 25 or more year-long residents (year-long residents is at least 183 days/year)? | | | | | |
| | Is there an unused water well on this parcel? | | | | <i>Abandonment under permit is required after 1 year of non-use.</i> |
| SOLID WASTE: | Will this project, or does activity on this parcel, result in handling yard trimmings, untreated wood wastes, natural fiber waste, or construction and demolition wood waste? | | | | <i>Permit required</i> |
| | <ul style="list-style-type: none"> If yes, will these materials be managed in a way which would allow them to reach 122 degrees Fahrenheit (i.e., composting, excessive storage times, etc.)? | | | | |
| FOOD: | Will this project, or does activity on this parcel, result in retail food facility activities? <i>"Retail" means handling food for dispensing or sale directly to the consumer or indirectly through a delivery service. For example: storing, preparing, packaging, serving, vending or otherwise providing food (any edible substance incl. beverage and ice) for human consumption at the retail level.</i> | | | | <i>Permit required, including a plan check prior to building permit issuance.</i> |
| POOL/SPA: | Will this project result in a public pool/spa? <i>A public pool/spa includes but is not limited to pools/spas located at hotels, motel, parks, apartments, schools, health clubs, etc.</i> | | | | <i>Permit required, including a plan check prior to building permit issuance.</i> |
| BODY ART: | Will this project, or does activity on this parcel, result in tattooing, body piercing, or permanent cosmetics activities? | | | | <i>Permit required, including a plan check prior to building permit issuance.</i> |
| WASTE TIRE: | Will this project, or does activity on this parcel, result in generating waste tires onsite? | | | | <i>Permit required</i> |
| | Will this project, or does activity on this parcel, result in hauling 10 or more waste tires at a time? | | | | |

| EH Program | Environmental Health Questions: | YES | NO | N/A | Why is this asked? |
|--|--|-----|----|-----|---|
| HAZARDOUS MATERIALS: | 1. Will this project, or does any activity on this parcel, result in the handling or storing of any hazardous materials in a commercial capacity? * <i>Please note: a hazardous material is a chemical that is flammable, corrosive, reactive or toxic. This could include organic pesticides.</i> | | | | <i>May be required by State law to submit a Hazardous Materials Business Plan to YCEH.</i> |
| | 2. Will this project or does activity on this parcel generate hazardous materials waste in a commercial capacity? * <i>For example, used oil.</i> | | | | <i>Failure to comply with this requirement could result in fines of up to \$2000.00/day.</i> |
| | *Supplemental Hazardous Materials questions: <u>If you answered "yes" to #1 or #2 of the above HM questions, answer a) through i) questions below.</u> If you answered "no" to #1 or #2 of the above HM questions, mark N/A. a) Will you be handling hazardous materials in quantities greater than 500 pounds, 55 gallons or 200 cubic feet of compressed gas? | | | | <i>Business plans must be filed by going to the California Environmental Reporting System (CERS) website cers.calepa.ca.gov, creating an account, entering required hazardous materials information, and submitting the information for approval by YCEH.</i> |
| | b) Will you be repairing or maintaining motor vehicles or motorized equipment? | | | | <i>For assistance with CERS, or any other hazmat questions, call our office at 530.666.8646 and ask for a hazmat specialist.</i> |
| | • If yes, will your facility handle any of the following: motor oil, gasoline, grease, antifreeze, hydraulic oil, and/or diesel? | | | | |
| | c) Will you have an above ground storage tank? | | | | |
| | d) Will you be selling motor vehicle fuel? | | | | |
| | • If yes, will you have an underground storage tank? + | | | | |
| | e) Will you be engaging in welding operations? | | | | |
| | • If yes, will you be handling more than one cylinder of acetylene, oxygen, shielding or other welding gasses? | | | | |
| | f) Will you be operating forklifts? | | | | |
| | • If yes, will you be storing more than one extra cylinder of propane? | | | | |
| | g) Will you be storing batteries with 55 gallons or more of acid? | | | | + Tank installations require a plan review. |
| h) Will you be engaging in photography? | | | | | |
| • If yes, will you be generating photographic waste fluid? | | | | | |
| i) Will you be engaging in x-ray processing? | | | | | |
| • If yes, will you be generating x-ray processing waste fluid? | | | | | |
| | 3. Are there unused/abandoned hazardous materials storage containers on this site? <i>For example, above-ground tanks or underground tanks or barrels.</i> | | | | <i>Permit required for abandonments.</i> |

I hereby certify that the information given in this Yolo County Environmental Health Land Use Survey document is true and correct to the best of my knowledge:

Signature: _____ Date: _____

Print Name: _____ Title: _____

SECTION M

CANNABIS WASTE MANAGEMENT PLAN

CANNABIS WASTE MANAGEMENT PLAN

Note: All licensee applications shall prepare and submit a waste management plan, pursuant to Section 17223 of the Department of Cannabis Control Regulations, and Section 8-2.1408(SS) of the Cannabis Land Use Ordinance, with this Cannabis Use Permit application. The waste management plan you submit here shall be the same as what has been or will be submitted to the Department of Cannabis Control.

DCC Section 17223 is included below for your reference, and can also be found on the DCC website: <https://cannabis.ca.gov/resources/rulemaking/>

§17223. Waste Management.

(a) A licensee shall dispose of all waste in accordance with the Public Resources Code and any other applicable state and local laws. It is the responsibility of the licensee to properly evaluate waste to determine if it should be designated and handled as a hazardous waste, as defined in Public Resources Code section 40141.

(b) A licensee shall establish and implement a written cannabis waste management plan that describes the method or methods by which the licensee will dispose of cannabis waste, as applicable to the licensee's activities. A licensee shall dispose of cannabis waste using only the following methods:

- (1) On-premises composting of cannabis waste.
- (2) Collection and processing of cannabis waste by a local agency, a waste hauler franchised or contracted by a local agency, or a private waste hauler permitted by a local agency in conjunction with a regular organic waste collection route.
- (3) Self-haul cannabis waste to one or more of the following:
 - (A) A manned, fully permitted solid waste landfill or transformation facility;
 - (B) A manned, fully permitted composting facility or manned composting operation;
 - (C) A manned, fully permitted in-vessel digestion facility or manned in-vessel digestion operation;
 - (D) A manned, fully permitted transfer/processing facility or manned transfer/processing operation;
 - (E) A manned, fully permitted chip and grind operation or facility; or
 - (F) A recycling center as defined in title 14, California Code of Regulations, section 17402.5(d) that meets the following:
 - (i) The cannabis waste received shall contain at least ninety (90) percent inorganic material;
 - (ii) The inorganic portion of the cannabis waste is recycled into new, reused, or reconstituted products that meet the quality standards necessary to be used in the marketplace; and
 - (iii) The organic portion of the cannabis waste shall be sent to a facility or operation identified in subsections (b)(3)(A)-(E).

(4) Reintroduction of cannabis waste back into agricultural operation through on-premises organic waste recycling methods including, but not limited to, tilling directly into agricultural land and no-till farming.

(c) The licensee shall maintain any cannabis waste in a secured waste receptacle or secured area on the licensed premises until the time of disposal. Physical access to the receptacle or area shall be restricted to the licensee, employees of the licensee, the local agency, waste hauler franchised or contracted by the local agency, or private waste hauler permitted by the local agency only. Nothing in this subsection prohibits licensees from using a shared waste receptacle or area with other licensees, provided that the shared waste receptacle or area is secured and access is limited as required by this subsection.

(d) A licensee that disposes of waste through an entity described in subsection (b)(2) shall do all of the following:

(1) Maintain and make available to the Department upon request the business name, address, contact person, and contact phone number of the entity hauling the waste; and

(2) Obtain documentation from the entity hauling the waste that evidences subscription to a waste collection service.

(e) If a licensee is self-hauling cannabis waste as allowed by the local jurisdiction, the licensee shall be subject to all of the following requirements:

(1) Self-hauled cannabis waste shall only be transported by the licensee or its employees;

(2) Self-hauled cannabis waste shall only be transported to a facility specified in subsection (b)(3); and

(3) The licensee or its employee who transports the waste shall obtain for each delivery of cannabis waste a copy of a certified weight ticket or receipt from the solid waste facility.

(f) A batch of cannabis or cannabis products that is being disposed of because the batch has failed internal quality testing, quality assurance review by a distributor, or regulatory compliance testing shall comply with the following additional requirements:

(1) All cannabis or cannabis products in the batch shall be rendered unusable prior to disposal;

(2) Rendering of the cannabis or cannabis products shall be done under video surveillance, unless the rendering is performed by a licensee engaging in cultivation activities on a licensed premises authorized exclusively for cultivation activities or the cultivation area of a licensed microbusiness premises; and

(3) The reason for disposal and the disposition of the batch shall be noted in the track and trace system.

Authority: Sections 26013 and 26130, Business and Professions Code. Reference: Sections 26011.5 and 26130, Business and Professions Code.

SECTION N

PHASE I ENVIRONMENTAL SITE ASSESSMENT

PHASE I ENVIRONMENTAL SITE ASSESSMENT

A. Phase I Environmental Site Assessment Required

Please answer the following questions to determine if a Phase I Environmental Site Assessment (ESA) may be required:

1. Has the property previously been, or is it currently, used for agricultural processing, commercial, or industrial uses, other than cannabis cultivation and associated uses?

Yes No

2. Is the property listed as an active/open site on any of the five data resource lists that compile the "Cortese List"? The five data resource lists can be found at:

<https://calepa.ca.gov/SiteCleanup/CorteseList/>

Yes No

If you answered **"Yes"** to any of the above questions, a Phase I ESA is required. Please prepare and submit a Phase I ESA in accordance with B and C, below.

If you answered **"No"** to both of the above questions, no further action is required at this time. However, a Phase I ESA may be required if subsequent evidence of potential contamination is later identified through the use permit review process.

If a Phase I ESA has previously been prepared for the project site, please submit it with this application.

B. Phase I Environmental Site Assessment Standards

The Phase I ESA shall be prepared by an environmental professional, and shall be conducted in accordance with (1) the American Society for Testing and Materials (ASTM) Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process (ASTM E1527-13), and (2) the Environmental Protection Agency's amended All Appropriate Inquiry (AAI) Rule 40 CFR Part 312. Identified actions in the Phase I ESA will be a requirement of an approved Cannabis Use Permit and identified in the project's Conditions of Approval.

C. Submission of Phase I Environmental Site Assessment

Attach completed Phase I ESA (if applicable) to Cannabis Use Permit application.

SECTION 0

ODOR CONTROL PLAN

Odor Control Plan Consultants

The following two companies responded to the County's Request for Information to prepare/certify Odor Control Plans. These two companies meet the minimum qualifications and their information is being provided for your convenience only. You may use another consultant of your choice so long as they meet the minimum requirements (see CUP Application Section O- Odor Control Plan for more information).

- Brown and Caldwell
David McEwen
990 Hammond Drive, Suite 400
Atlanta, GA 30328
(919) 424-1445
dmcewen@brwncald.com
- Yorke Engineering
Brian Yorke
31726 Rancho Viejo Road, Suite 218
San Juan Capistrano, CA 92675
(949) 248-8490
BYorke@YorkeEngr.com

ODOR CONTROL PLAN SUBMITTAL REQUIREMENTS

Applicants for a Cannabis Use permit must submit an Odor Control Plan, pursuant to CLUO Section 8-2.1408(DD), as part of a complete application submittal. To enable the County to efficiently evaluate the application, it is important that applicants follow the required format described below. The below Odor Control Plan contents are required at a minimum. Applicants may provide additional information (above and beyond the below requirements) as needed. ***Odor Control Plans that do not conform to the prescribed format and minimum content requirements will not be accepted.***

What sections do I need to complete?

- Indoor/Mixed Light AND Outdoor Cannabis Uses: Complete All Sections (1-8)
- Indoor/Mixed Light ONLY: Complete Sections 1-5 and 8
- Outdoor ONLY: Complete Sections 1-3, and 6-8

****IMPORTANT- PLEASE NOTE****

- The Odor Control Plan must be certified by a Professional Engineer, Qualified Odor Professional, or Certified Industrial Hygienist. Per CLUO Section 8-2.1403(Y), a Qualified Odor Professional is “an individual or firm accepted by the Director as having expert qualifications in the analysis and control of odor, particularly cannabis odor. Expertise should include knowledge of the science of odors and odor control/abatement, experience with odor control technologies, and experience monitoring, modeling, and/or regulating odor.” A list of Qualified Odor Professionals can be obtained by contacting the Yolo County Planning Division.

- Please pay special attention to the calculations for number of carbon filters per cubic feet for each room and provide the calculations per room (as shown on your facility floor plan) as requested under section 5(b)(iii)(A).

ODOR CONTROL PLAN CONTENTS

1. **COVER PAGE** (Clearly indicate this is an Odor Control Plan for [name of facility], Submitted by [name of applicant/owner])

2. **TABLE OF CONTENTS**

3. **FACILITY INFORMATION**
 - a. Name of facility (LLC and dba)
 - b. Name, phone number, and email of facility owner/licensee
 - c. Name, phone number, and email of facility manager, and any authorized keyholders
 - d. Facility physical address
 - e. Facility mailing address (if different from physical address)
 - f. Facility type (cultivation, nursery, processing, manufacturing, distribution, testing/lab, microbusiness, retail)
 - g. Facility hours of operation (specify for each cannabis use type)
 - h. Description of facility operations (specify for each cannabis use type)
 - i. Emergency contact information (if different from b and c, above)
 - j. County Cannabis Business License number(s)

4. INDOOR/MIXED LIGHT FACILITY ODOR EMISSIONS INFORMATION

a. Facility floor plan

This section shall include a facility floor plan, with locations of odor-emitting activity(ies) and emissions specified. Relevant information may include, but is not limited to, the location of doors, windows, ventilation systems, and odor sources.

b. Specific odor-emitting activity(ies)

This section shall identify and describe the odor-emitting activities or processes (e.g., harvesting) that take place at the facility, the source(s) (e.g., budding plants) of those odors, the nature and characteristics of emissions (e.g., description of odor- what does it smell like), and reference the location(s) from which they are emitted (e.g., flowering room) on the floor plan.

c. Phases (timing, length, etc.) of odor-emitting activities

This section shall describe the phases of the odor-emitting activities that take place at the facility (e.g., harvesting), the seasonal nature of odor-emitting activities (e.g., when the strains you plant will produce noticeable odor and when in the plant growth cycles [what months] odor is expected to occur), with what frequency they take place (e.g., every two weeks on Tuesdays), the times of day that they take place (e.g. each Wednesday from 5AM to 7AM), and how long they last (e.g.,48 hours).

5. INDOOR/MIXED LIGHT ODOR MITIGATION PRACTICES

(Based on industry-specific best control technologies and best management practices)

The allowable threshold for cannabis odors from all cannabis uses is defined as a dilution-to-threshold (D/T) ratio of less than seven parts clean or filtered air to one-part odorous air (7:1) at the property line of the site. For each odor-emitting source/process outlined in Section 5(b) of the Odor Control Plan, specify the administrative and engineering controls the facility implements or will implement to control odors to the allowable standard of <7:1 D/T. Descriptions of 'administrative controls' and 'engineering controls' shall include, but are not limited to, the following sections:

a. Administrative Controls

i. Procedural activities

This section shall describe activities such as building management responsibilities (e.g., isolating odor-emitting activities from other areas of the buildings through closing doors and windows).

ii. Staff training procedures

This section shall describe the organizational responsibility(ies) and the role/title(s) of the staff members who will be trained about odor control; the specific administrative and engineering activities that the training will encompass; and the frequency, duration, and format of the training (e.g., 60 minutes in-person training of X staff, including the importance of closing doors and windows and ensuring exhaust and filtration systems are running as required).

iii. Recordkeeping systems and forms

This section shall include a description of the records that will be maintained (e.g., records of purchases of replacement carbon, performed maintenance tracking, documentation and notification of malfunctions, scheduled and performed training sessions, and monitoring of administrative and engineering controls). Any examples of facility recordkeeping forms should be included as appendices to the Odor Control Plan.

b. Engineering Controls

i. Methods, procedures, and engineering controls for reducing/controlling odors

This section shall include the methods, procedures, and engineering controls for reducing/controlling odors. If necessary to ensure compliance with the standard of <7:1 D/T, indoor and mixed light uses must install and maintain the following: an air exhaust filtration system with odor control that effectively minimizes internal odors from being emitted externally; and air system that creates negative air pressure between the facility's interior and exterior so that odors outside the facility will be less than 7:1 D/T; or other odor control system/methods which effectively minimizes odor to a level compliant with the standard of < 7:1 D/T. The best control technology for cannabis cultivation facilities is carbon filtration. Facilities equipped with alternative engineering controls for odor sources shall provide evidence that engineering controls are sufficient to effectively mitigate odors for all odor sources.

ii. Certification by a Professional Engineer, Certified Industrial Hygienist, or Qualified Odor Professional

This section shall include certification by a Professional Engineer, Certified Industrial Hygienist, or Qualified Odor Professional that:

- A) The methods, procedures, and engineering controls proposed to control cannabis odors are consistent with accepted/available industry-specific best control technologies and methods designed to abate odor; and
- B) Will be effective in abating cannabis odors to the required standard of < 7:1 D/T at the property line of the site.

iii. Components of engineering controls

This section shall include, but is not limited to, technical system design, a description of technical process(es), and an equipment maintenance plan.

A) System design

The system design shall describe in detail the odor control technologies that are installed and operational at the facility (e.g., carbon filtration) and to which odor-emitting activities, sources, and locations they are applied (e.g., bud room exhaust). The description shall include installation, maintenance, calculations of number of carbon filters per cubic feet per room and use documents from the equipment manufacturer. The CFM calculator at the following link may be useful in determining your system design:

<https://www.phreshfilter.com/tools/cfm-calculator>

Otherwise, you may need the assistance of a mechanical engineer but must fully answer each section.

B) Operational processes

This section shall describe the activities being undertaken to ensure the odor mitigation system remains functional, the frequency with which such activities are performed, and the role/title(s) of the personnel responsible for such activities (e.g., when trimming activities are conducted, X personnel are responsible for isolating the trim room from non-odorous areas of the facility and for ensuring the exhaust system is operational and routed through odor mitigation systems).

C) Maintenance plan

The maintenance plan shall include a description of the maintenance activities that are performed, the frequency with which such activities are performed, and the role/title(s) of the personnel responsible for maintenance activities. The activities shall serve to maintain the odor mitigation systems and optimize performance (e.g., change carbon filter, every 6 months, carried out by the facility manager).

6. OUTDOOR ODOR EMISSIONS INFORMATION

a. Facility Site Plan

This section shall include a site plan showing all property lines, buildings/structures, and cannabis uses on-site. The site plan shall clearly describe and label outdoor cannabis uses (including hoop houses), including canopy area and square footage of designated outdoor cannabis footprint.

b. Specific odor-emitting activity(ies)

This section shall identify and describe the odor-emitting activities or processes (e.g., cultivation) that take place at the facility, the source(s) (e.g., budding plants) of those odors, the nature and characteristics of emissions (e.g., description of odor- what does it smell like), and reference to the location(s) from which they are emitted (e.g., canopy area).

c. Phases (timing, length, etc.) of odor-emitting activities

This section shall describe the phases of the odor-emitting activities that take place at the facility (e.g., harvesting), the seasonal nature of odor-emitting activities (e.g., when the strains you plant will produce noticeable odor and when in the plant growth cycles [what months] odor is expected to occur), with what frequency they take place (e.g., every two weeks on Tuesdays), the times of day that they take place (e.g. each Wednesday from 5AM to 7AM), and how long they last (e.g.,48 hours).

7. OUTDOOR ODOR MITIGATION PRACTICES

The allowable threshold for cannabis odors from all cannabis uses, including outdoor cultivation and ancillary cannabis uses, is defined as a dilution-to-threshold (D/T) ratio of less than seven parts clean or filtered air to one-part odorous air (7:1) at the property line of the site.

a. Methods and procedures for reducing/controlling odors

- i. This section shall describe the methods and procedures for reducing/controlling odors for outdoor cannabis uses, and shall demonstrate that the preparer has reviewed industry-specific best control technologies and methods when deciding upon their control method(s). Methods and procedures for reducing/controlling odors may include, but are not limited to:

- A) Different plan strains (citrusy instead of skunky)
- B) Smaller cultivation areas
- C) Relocation of outdoor activities indoors or in a mixed light facility
- D) Use of site design or other technology
- E) Use of vegetative barriers
- F) Use of odor mitigating crops
- G) Other methods proven to be effective and accepted by the County

b. Certification by a Professional Engineer, Certified Industrial Hygienist, or Qualified Odor Professional

- i. This section shall include certification by a Professional Engineer, Certified Industrial Hygienist, or Qualified Odor Professional
 - A) The methods and procedures proposed to control outdoor cannabis odors are consistent with the accepted/available industry-specific best control technologies and methods designed to abate odor; and
 - B) Will be effective in abating cannabis odors to the required standard of <7:1 D/T at the property line of the site.

8. WIND PATTERN EVALUATION

This section shall include a wind pattern evaluation utilizing wind roses (a circular display of the frequency of wind coming from specific directions over a specified period of time). A minimum of one year of data is recommended to understand the general wind patterns in the area. If one year of data is not available, provide justification for from a Professional Engineer, Certified Industrial Hygienist, or Qualified Odor Professional. The wind pattern evaluation shall identify sensitive land uses (as defined in Yolo County Code Section 8-2.1408(E)) located within 2,000 feet downwind of the proposed cannabis use(s) and potentially affected by nuisance odor for a predominant period of time based on the wind frequency.

Wind roses are a graphical depiction of surface wind conditions. They quickly indicate the dominant wind directions and the direction of the strongest wind speeds. The location of the petals on the graph show the frequency of time wind is blowing from each direction. The length/coloring on the petals show the wind speed. Calm winds (less than some value, i.e., 2 mph) are typically noted in the center as a percentage of time.

Wind roses can be obtained from reputable websites, such as (https://mesonet.agron.iastate.edu/sites/windrose.phtml?station=SAC&network=CA_ASOS) or generated in Excel if wind speed and directional degrees (noting whether it is blowing to/from), are available for a period of time (i.e., hourly readings for each hour of the day for a month). Some considerations when selecting a surface meteorological data station is whether the location is close in proximity to the site and if the surface characteristics (i.e., forest, field, commercial property, residential, water bodies, etc.) are similar. Also selecting a station with quality control practices is important. The above linked website includes surface data for airports which typically produce good quality data.

SECTION P

SECURITY PLAN

SECURITY PLAN REQUIREMENTS FOR CANNABIS BUSINESS OPERATIONS

The purpose of this document is to educate cannabis business licensees on the security requirements associated with their business operations. **Your Security Plan should address each element of this document that applies to your business and explain how you intend to meet these requirements.** The security plan shall be provided to the County and shall be treated as confidential by the County pursuant to Section 6255(a) of the California Government Code because the public interest served by maintaining the confidentiality of such security plans clearly outweighs the public interest served by disclosing the record.

Security Plan Requirements

Cannabis operators are required to develop and maintain an adequate Security Plan that must be approved by the County. The purpose of the Security Plan is to prevent unauthorized diversion of cannabis material, protect the health, safety, and welfare of workers and the public, restrict access to legal consumers, and deter trespass and theft of cannabis or cannabis products. Your Security Plan should include clear, succinct, and measurable processes to address security at your site.

During development of your Security Plan, you should consider and include security measures related to product development, sourcing, transportation of product, and customer safety. Additionally, your Security Plan should consider and protect people outside your location who could be the victim of a crime because you are in possession of cannabis. As part of this, you must ensure cannabis waste is disposed of in a manner consistent with federal, state, and local laws so that the cannabis waste is destroyed properly and rendered unusable. To the extent applicable, your Security Plan should include additional strategies for on-site protection from power outages, fire, chemical spills, and address other applicable issues such as storage, access control, credentialing, security officers, cameras, alarms, and internal theft.

Security Plan details should be provided in narrative format and explain how each requirement discussed in greater detail below will be implemented or maintained. You may be required to include specific features of your Security Plan on site plans or in a diagram attached to the Security Plan narrative.

The intent of this document is to provide clear requirements to ensure Security Plans are thorough and specific, as opposed to general in nature. Security Plans lacking measurable processes or site-specific features will be rejected. Security Plans shall be assembled in order of the Sections described below.

Sections:

- A. Perimeter Security**
- B. Lighting**
- C. Cameras**
- D. Floor Plan**
- E. Cannabis and Cash Storage**
- F. Location Access**
- G. Daily Cannabis Sales Limits**
- H. Employee Security Training/Education- Inventory Control**
- I. Security Guards/Personnel**
- J. Transportation (Distributors)**
- K. Delivery Security**
- L. Inventory Tracking**
- M. Waste Disposal**

A. Perimeter Security

If fencing is part of your perimeter security, your Security Plan shall include details such as location, fence type, and height. Fencing shall be sited and designed to avoid tree removal. The least amount of fencing necessary shall be used to secure the site and protect cannabis cultivation areas. In the case of areas that need to be protected from wildlife intrusion, the smallest area possible shall be used immediately surrounding a grow site to minimize disruption of wildlife movement through the property. Fencing and other security installations deemed necessary to secure the facility or site shall not obstruct wildlife movement within or through a parcel or cause an animal to become trapped, injured or disoriented.

Licensees shall provide security measures sufficient to demonstrate that outdoor and greenhouse areas are not readily accessible by unauthorized individuals.

Crime Prevention Through Environmental Design (CPTED) principles should be applied whenever possible to ensure that the look and feel of the perimeter security facilities will enhance the surrounding environment, rather than detract from it, while ensuring there are no potential blind spots for intruders to conceal themselves. Razor wire fencing is not permitted. All fencing and/or walls shall be made from material that blends into the surrounding terrain and shall minimize any visual impacts. Tarpaulins, scrap material, dust guard fencing, privacy netting, or woven or non-woven polyethylene plastic, hedges, or bushes are not considered as fencing.

Limited Access Areas must be clearly identified to scale on site plans submitted for Use Permit review. Perimeter fencing shall be clearly identified to scale on site plans submitted for Use Permit review and will require fire agency approval. Required fencing shall measure at least six feet from the ground, and all support posts shall be securely anchored. All entry gates shall measure at least six feet from the ground and have a functional locking mechanism. Fences shall be made of obscuring material such that business operations, including cultivation, are not easily viewed from outside the fence. Perimeter fencing shall be surrounded by clearly marked Private Property - No Trespassing signage.

Guard dogs used for security purposes at a licensed and permitted cannabis operation shall be kept secure during the daytime hours when employees are on site and during times of inspections. Guard dogs may roam the site during evening hours when employees are off-site. Operator shall conduct regular inspections of perimeter fencing to ensure there are no openings for a dog to escape. Guard dogs shall not be permitted to bark uncontrollably or cause a nuisance to neighboring properties. Operator shall ensure guard dogs are property licensed with the Yolo County Sheriff's Office Animal Services Section and are current on vaccinations. Operator shall immediately report all incidents of dog bites or aggressive dog attacks made by the guard dog to the Yolo County Sheriff's Office Animal Services Section. The breed of dog(s), age, and license and vaccination status shall be submitted in the Security Plan.

B. Lighting

No portion of the site shall be illuminated between the hours of 10:00 p.m. and 7:00 a.m. by lighting that is visible from the exterior of the facility, except such lighting as is reasonably utilized for the security of the facility.

All exterior lighting shall be operational, full cut-off, shielded, and downward facing. All exterior light sources shall comply with the International Dark Sky Association standards for lighting zones and shall not spill over onto other properties, structures, or the night sky. Lighting inside indoor and mixed light operations shall be fully controlled so that minimal or no light escapes. Lighting is prohibited in hoop houses.

Cultivators, nurseries and processing licensees must comply with Section 16304(a)(6) of the DCC

Regulations. All lighting for indoor/enclosed spaces shall utilize LED bulbs, or equivalent or more efficient technology. Mixed light use types of all tiers and sizes shall ensure that lights used for cultivation are shrouded from sunset to sunrise to preclude nighttime glow, pursuant to Section 16304(a)(7) of the DCC Regulations.

Nighttime light escape from cannabis greenhouses shall be controlled to the greatest extent feasible through the use of internal curtains or other equally or more effective methods that preclude the facility from emitting nighttime glow.

Site plans submitted for the Use Permit review shall identify all lighting on the property and demonstrate that all lighting will comply with the standards set forth herein.

C. Cameras

Each licensed site shall have a digital video surveillance system with a minimum camera resolution of 1280 × 720 pixels. The surveillance-system storage device or the cameras shall be transmission control protocol (TCP) capable of being accessed through the internet. The video surveillance system shall always be able to effectively and clearly record images of the area under surveillance. The surveillance system must also have the capability to produce a still photograph from any camera image.

Each camera shall be permanently mounted and in a fixed location. Cameras shall record continuously 24 hours per day and at a minimum of 15 frames per second (FPS). Surveillance recordings shall be kept for a minimum of 30 days. Surveillance recordings are subject to inspection by the Yolo County Cannabis Unit and/or Sheriff's Office and any other County official charged with enforcing the provisions of the Yolo County Code, and shall be kept in a manner that allows viewing and copying of the recordings at the licensed premises immediately upon request. The licensee shall also send or otherwise provide copies of the recordings upon request within the time specified by the requestor. Recorded images shall clearly and accurately display the time and date. Time is to be measured in accordance with the United States National Institute and Technology parameters.

The video surveillance system shall be equipped with a failure notification system that provides notification to the licensee of any interruption or failure of the video surveillance system or video surveillance system storage device. The video surveillance system shall be able to record all pre-determined surveillance areas in any lighting conditions. Cameras should feature automatic day/night functionality with removable IR cut filter that switches to day/night modes depending on the light level. The video coverage shall be audited on a periodic basis to ensure that all cameras are in good working condition.

Security Plans for all retail, manufacturing, distribution and testing sites must include and/or acknowledge:

1. An explanation of how the video surveillance system will be operated, including who is responsible for monitoring the video footage and storing any video recordings.
2. A diagram showing where all cameras are located and assigning a number to each camera for identification purposes. The diagram shall be to scale and shall be correlated with a camera index for all assigned cameras. Each camera shall be placed in a location that allows the camera to clearly record activity occurring within 20 feet of all points of entry and exit on the licensed premises and allows for the clear and certain identification of any person and activities in all areas required to be recorded. Cameras must be placed in all rooms with exterior windows, exterior walls, and roof hatches. Entrances and exits to the premises or site shall be recorded from both indoor and outdoor vantage points. Recording distance/range of each camera should be identified on the site plan.
3. Areas where cannabis products are weighed, packed, stored, loaded, and unloaded

for transportation, prepared, or moved within the licensed premises shall be recorded.

4. Limited-access areas shall be recorded.
5. Security room(s) shall be recorded.
6. Areas storing a surveillance system storage device shall have at least one camera recording the access points to the secured surveillance recording area. The physical media or storage device on which surveillance recordings are stored shall be secured in a manner to protect the recording from tampering or theft.
7. Licensed retailers and licensed microbusinesses shall record point-of-sale areas and areas where cannabis products are displayed for sale on the video surveillance system. At each point-of-sale location, camera placement must allow for the recording of the facial features of any person purchasing or selling cannabis products, or any person in the retail area, with enough clarity to determine identity.
8. The camera system shall be equipped with software allowing local authorities to login securely to cameras remotely.

Security Plans for all cultivation, processing and nurseries must include and/or acknowledge:

1. An explanation of how the video surveillance system will be operated, including who is responsible for monitoring the video footage and storing any video recordings.
2. A diagram showing where all cameras are located and assigning a number to each camera for identification purposes. The diagram shall be to scale and shall be correlated with a camera index for all assigned cameras. Each camera shall be placed in a location that allows the camera to clearly record activity occurring within 20 feet of all points of entry and exit on the licensed premises and allows for the clear and certain identification of any person and activities in all areas required to be recorded. Cameras must be placed to cover the perimeter of the cultivation site. Entrances and exits to the site shall be recorded from both indoor and outdoor vantage points, for greenhouses coverage of the access points to the site shall include coverage for vehicles / people entering and exiting the site. Recording distance/range of each camera should be identified on the site plan.
3. Limited-access areas shall be recorded.
4. Security room(s) shall be recorded.
5. Areas storing a surveillance system storage device shall have at least one camera recording the access points to the secured surveillance recording area. The physical media or storage device on which surveillance recordings are stored shall be secured in a manner to protect the recording from tampering or theft.
6. The camera system shall be equipped with software allowing local authorities to login securely to cameras remotely.

D. Floor Plan

A premises diagram that includes a "floor plan" shall be included in the Security Plan. This diagram must show the boundaries of the property and the proposed premises to be licensed, showing all dimensions,

entrances and exits, interior partitions, walls, rooms, windows, and doorways, and must include a brief statement or description of the principal activity to be conducted therein. The diagram must show and identify commercial cannabis activities that will take place in each area of the premises and identify limited-access areas (areas in which cannabis products are stored or held that are only accessible to a licensee and its employees and contractors) and retail areas (buildings, rooms, or other areas of a retailer's areas open to the public). All commercial cannabis activities must be identified on the diagram, including, but not limited to: storage, batch sampling, loading or unloading of shipments, packaging and labeling, customer sales, loading for deliveries, extraction, cultivation, and processing.

Video-intercom systems provide video security and assist in communication throughout the facilities, even from a separate location, and are highly suggested. Fully integrated systems allow for the identification of visitors, unlocking doors, broadcasting of emergencies and announcements and forwarding of calls.

Operating alarm systems that detect movement are required in all enclosed areas within licensed premises when the premises are vacant. Such systems must include passive infrared motion detectors placed throughout the facility.

All cannabis facilities must contain a centrally-monitored fire and burglar alarm system monitored by an alarm company properly licensed by the State of California Department of Consumer Affairs Bureau of Security and Investigative Services in accordance with California Business & Professions Code § 7590 et seq. and whose agents are properly licensed and registered under applicable law. A licensee shall ensure a licensed alarm company operator or one or more of its registered alarm agents installs, maintains, monitors, and responds to the alarm system.

Panic buttons located throughout the facility are highly recommended. These buttons enable staff to trigger an alarm in the event of an emergency. Once pressed, the panic buttons will immediately send text and email alerts to all parties involved and alert the alarm company. Triggering a panic button will also sound an audible alarm. Secondly, there should also be panic buttons placed strategically throughout the facility that will trigger a "silent alarm," enabling employees to implement the sequence of events required when a "duress" code is utilized. In the event of an emergency, such as an employee being forced to "disarm" a system by an intruder, entering a "duress" code allows the alarm system to trigger a "silent" alarm that will notify the appropriate personnel of a security breach, as well as dispatch law enforcement.

Cultivation site plans submitted for Use Permit review must include all the following: a detailed premises diagram showing all cultivation activity areas, boundaries, and dimensions in feet; designated processing area(s) if the licensee will process on site; designated packaging area(s) if the licensee will package products on site; designated composting area(s) if the licensee will compost plant or cannabis waste on site; designated secured area(s) for cannabis waste; and designated area(s) for harvested cannabis storage.

Your Security Plan must include and/or acknowledge:

1. Scale diagram(s) of alarm system components, including keypads, control panels, motion detectors, door sensors, wireless remotes, panic buttons, intercoms, sirens and strobe lights.
2. Identification of the third-party security company that will install, maintain, and monitor 24-7, an alarm system that is always activated when the business is closed. The system must detect unauthorized entrance at all entry or exit points (including roof hatches), and all exterior windows (including skylights) of the premises. The alarm system must be programmed to notify the third-party vendor in the event of a security breach. Yolo County Sheriff's Department must be notified by the third-party security firm of all security breaches.
3. All facility windows shall have security bars installed to the extent allowed under the Building Code. Unless existing exterior security bars are in place, a facility shall affix bars only to the inside of a facility to reduce visual impacts. Windows absent of bars should be affixed with shatter proof or ballistic glass to prevent unauthorized access.

4. All locking mechanisms must be commercial-grade, nonresidential door locks. All points of entry and exit to the licensed premises must be secured with commercial-grade, nonresidential doors, non-residential door locks, and secured commercial grade door jams.

E. Cannabis and Cash Storage

Secure rooms or safes must be used for cannabis products or cash storage. Limited access to cannabis or cash secure storage rooms shall occur during business hours and all cash and cannabis products must be secured when the business is closed. Any safe utilized for cannabis products or cash storage, and any ATM provided for customer use, must be incorporated into the building structure or securely attached thereto.

Cannabis infused products that must be kept refrigerated or frozen must be kept locked in a refrigerated unit that is incorporated into the building structure, attached thereto or the refrigerator/freezer must be kept in the limited access storage area.

All inventory stored on the licensed premises must be secured in a limited-access area. A licensee shall not store processed cannabis products outdoors. Employee break rooms, changing facilities, and bathrooms shall be separated from all storage areas.

In the event of a disaster, a licensee or designated employee may move cannabis products to another location for a short time period to prevent loss, theft, or degradation of the cannabis products from the disaster.

A secondary location for storage of cannabis and in the event of disaster must be included in your security plan along with the maximum quantity of cannabis or number of cannabis plants stored on site at any one time.

F. Location Access

Licensees shall ensure that only employees of the licensee and other authorized individuals access the limited-access areas of the licensed premises. Authorized individuals include individuals employed by the licensee as well as any outside vendors, contractors, or other individuals conducting business that require access to the limited-access areas. Any individual who enters a limited-access area who is not employed by the licensee shall always be escorted by an employee of the licensee while within a limited-access area.

Entrances to all limited-access areas shall have a solid core commercial door and a non-residential lock meeting the security requirements discussed herein. The door shall remain closed when not in use during regular business hours.

Customers shall be granted access to retail areas to purchase cannabis products only after the licensed retailer or an employee of the licensed retailer has confirmed the individual's age and identity. A licensed retailer shall only sell adult-use cannabis products to individuals who are at least 21 years of age after inspecting a valid form of identification provided by the customer. Acceptable forms of identification include the following: a document issued by a federal, state, county, or municipal government, or a political subdivision or agency thereof, including, but not limited to, a valid motor vehicle operator's license, that contains the name, date of birth, height, gender, and photo of the person; a valid identification card issued to a member of the Armed Forces that includes the person's name, date of birth, and photo; or a valid passport issued by the United States or a foreign government.

The licensed retailer or at least one employee shall always be physically present in a retail area when individuals who are not employees of the licensed retailer are in the retail area.

Doors and windows of facilities shall remain secured, except for the minimum length of time needed to allow

people to enter or exit the building.

You must maintain a record of all authorized individuals that are not employees of the licensee who enter the limited-access areas. The record shall include the name of the individual, the company the individual works for, the reason the individual entered the limited-access area, the date, and the times the individual entered and exited the limited-access area. These records shall be made available to cannabis licensing officials immediately upon request.

All agents, officers, or other persons acting for or employed by a licensee shall always display a laminated or plastic-coated identification badge issued by the licensee while engaging in commercial cannabis activity. The identification badge shall, at a minimum, include the licensee's "doing business as" name and license number, the employee's first name, an employee number exclusively assigned to that employee for identification purposes, and a color photograph of the employee that clearly shows the full front of the employee's face and that is at least 1 inch in width and 1.5 inches in height.

You must provide the number of anticipated employees onsite, occupancy during operating hours, frequency of deliveries or shipments originating from and/or arriving to the project site. You must also describe the anticipated transportation activity at the project site.

You may sell and deliver cannabis products only between the hours of 8:00 a.m. and 10:00 p.m. Pacific Standard Time, supplemented by whatever specific restrictions the County Cannabis Program imposes.

G. Daily Cannabis Sales Limits

If you are a retailer, your Security Plan must contain your procedures for ensuring that daily sales limits to cannabis customers authorized under state law are not exceeded.

H. Employee Security Training / Education - Inventory Control

Your Security Plan must address employee training. Employers must provide verifiable and documented training for all employees prior to the employee starting any work. Training can be provided to an employee in a handbook or other types of presentation material.

Employees shall receive verifiable and documented training on how to properly respond to key incidents, including but not limited to: robbery, burglary, intruders, threats of violence to licensees, agents or employees, assaults, weapons possession, civil, natural or manmade disasters, proper use of panic or burglar alarms, cyber security, proper response when law enforcement or first responders arrive at the facility, and incident reporting.

Training Records shall be stored in a secured area where the records are protected from debris, moisture, contamination, hazardous waste, fire, and theft. Training records, including, but not limited to, the content of the training provided and the names of the employees that received the training shall be retained for at least 365 days after the training has been provided.

Your Security Plan must include and/or acknowledge:

An example employee handbook or procedural manual;

Verifiable knowledge testing method for employees; and

Training records retention requirement.

I. Security Guards / Personnel

A retail licensee or microbusiness licensee who is engaged in retail sales shall employ or contract for security personnel who are at least 21 years of age to provide security services for the licensed retail premises. All security personnel employed or contracted for by the licensee shall be licensed by the Bureau

of Security and Investigative Services and shall comply with Chapters 11.4 and 11.5 of Division 3 of the Business and Professions Code. Regardless if security personnel are required, if security personnel are employed or contracted for any cannabis use (including cultivation), they shall be meet the same requirements in the preceding sentence.

A licensed non-storefront retailer or licensed microbusiness who is not engaged in storefront retail sales is not required to employ or contract for security personnel.

If multiple licensed premises are contained within the same building, security personnel may be shared by all the licensees to cover the entire building provided that each licensee includes in their security operating procedures, submitted with their application, an explanation of how security personnel will be shared, including who is responsible for employing or contracting the security personnel.

Dispensaries shall provide one or more security guards duly licensed by the State of California, Department of Consumer Affairs during business hours. Each security guard shall possess a "Security Guard Card" at all times. The guards shall be dressed in clothing that easily identifies them as security.

J. Transportation (Distributors)

Transport of cannabis is one of the most critical security risks faced and licensees must ensure that there are adequate layers of security on all vehicles transporting products. All products being transported should be accompanied by a travel manifest that accounts for all product and the destination of that product. All routes and times of transportation should be monitored and randomized and there must be established limits capping the quantity/value of any given shipment.

Transportation when transporting cannabis products between licensees or licensed premises shall only be conducted by persons holding a State and local distributor's license, or employees of those persons.

Prior to transporting any cannabis products, the licensed distributor shall have a completed sales invoice or receipt that meets the requirements of Business and Professions Code section 26161. The licensed distributor shall only transport cannabis products listed on the sales invoice or receipt. The sales invoice or receipt may not be altered or changed once transport begins.

All vehicles transporting cannabis products for hire shall be required to have a motor carrier permit pursuant to the Vehicle Code.

Transportation by means of aircraft, watercraft, drone, rail, human powered vehicle, and unmanned vehicle is prohibited.

Cannabis products shall only be transported inside of a vehicle or trailer and shall not be visible or identifiable from outside of the vehicle or trailer.

Cannabis products shall be locked in a box, container, or cage that is secured to the inside of the vehicle or trailer. For purposes of this section, the inside of the vehicle includes the trunk.

While left unattended, vehicles and trailers shall be locked and secured.

A licensed distributor shall not leave a vehicle or trailer containing cannabis products unattended in a residential area or parked overnight in a residential area.

At a minimum, a licensed distributor shall have a vehicle alarm system on all transport vehicles and trailers. Motion detectors, pressure switches, duress, panic, and hold-up alarms may also be used.

Packages or containers holding cannabis products shall not be tampered with, or opened, during transport.

A licensed distributor transporting cannabis products shall only travel between licensees shipping or receiving cannabis products and its own licensed premises when engaged in the transportation of cannabis

products. The licensed distributor may transport multiple shipments of cannabis products at once in accordance with applicable laws. A licensed distributor shall not deviate from the travel requirements described in this section, except for necessary rest, fuel, or emergency vehicle repair.

Under no circumstances may non-cannabis products, except for cannabis accessories and licensees' branded merchandise or promotional materials be transported with cannabis products.

Vehicles and trailers transporting cannabis products are subject to inspection at any licensed premises or during transport at any time.

If a licensee has multiple licenses (manufacturing, distribution and cultivation) for the same site and/or transportation is not feasible in a vehicle, the cannabis product may be transported by foot, hand truck, fork lift, or other similar means. A shipping manifest that complies with this division is still required when transporting cannabis goods pursuant to this subsection.

Additionally, any licensed distributor who will be or is transporting cannabis products shall provide the following information to the Department of Cannabis Control and Yolo County Cannabis Unit:

Proof that the licensed distributor owns or holds a valid lease for each vehicle and trailer used to transport cannabis products;

The year, make, model, license plate number, and registered owner for each vehicle and trailer used to transport cannabis products; and

Proof of insurance for each vehicle and trailer used to transport cannabis products.

All loading and unloading of cannabis products or value-added products shall occur behind locked gates, and/or inside a secured facility, and/or in the presence of trained security personnel.

K. Delivery Security

"Delivery employee" means an individual employed by a licensed retailer or licensed microbusiness who delivers cannabis products from the licensed retailer or licensed microbusiness premises to a customer at a physical address.

The process of delivery begins when the delivery employee leaves the retailer's licensed premises with the cannabis products for delivery. The process of delivering ends when the delivery employee returns to the retailer's licensed premises after delivering the cannabis products to the customer(s). During the process of delivery, the retailer's delivery employee may not engage in any activities except for cannabis products delivery and necessary rest, fuel, or vehicle repair stops.

A delivery employee of a licensed retailer shall, during deliveries, carry a copy of the retailer's current license, the employee's government-issued identification, and an identification badge provided by the employer.

Prior to providing cannabis products to a delivery customer, a delivery employee shall confirm the identity and age of the delivery customer and place the cannabis products in a resealable child-resistant opaque exit package.

A licensed retailer shall maintain an accurate list of the retailer's delivery employees.

A retailer's delivery employee, carrying cannabis products for delivery off-site, shall only travel in an enclosed motor vehicle. Any vehicle used in the delivery of cannabis products shall be operated by a delivery employee of the licensee. Only the licensee or an employee of the retailer licensee for whom delivery is being performed shall be in the delivery vehicle.

While carrying cannabis products for delivery, a retailer's delivery employee shall ensure the cannabis products are not visible to the public. Cannabis products shall be locked in a box, container, or cage that is secured on the inside of the vehicle. For purposes of this section, the inside of the vehicle includes the trunk.

A retailer's delivery employee shall not leave cannabis products in an unattended motor vehicle unless the motor vehicle is locked and equipped with an active vehicle alarm system. "Vehicle alarm system" is a device or series of devices installed to discourage theft of the vehicle or its contents and is intended to summon general attention or to summon law enforcement as a result of an indication of an attempted breach of the vehicle.

A vehicle used for the delivery of cannabis products shall be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle. A dedicated GPS device must be owned by the licensee and used for delivery only. The device shall be either permanently or temporarily affixed to the delivery vehicle and shall remain active and inside of the delivery vehicle at all times during delivery. At all times, the licensed retailer shall be able to identify the geographic location of all delivery vehicles that are making deliveries for the licensed retailer and shall provide that information to the Department of Cannabis Control (DCC) or Yolo County Cannabis Unit upon request.

Upon request, a licensed retailer shall provide the DCC or Yolo County Cannabis Unit with information regarding any motor vehicle used for the delivery of cannabis products, including the vehicle's make, model, color, Vehicle Identification Number, license plate number, and California Department of Motor Vehicles registration information.

Any motor vehicle used by a licensed retailer to deliver cannabis products is subject to inspection and may be required to stop and be inspected at any state or locally licensed inspection facility or during delivery by law enforcement at any time.

A retailer's delivery employee shall not carry cannabis products in the delivery vehicle in excess of \$5,000 at any time. The value of cannabis products shall be determined using the current retail price of all cannabis products carried by, or within the delivery vehicle of, the retailer's delivery employee.

A delivery employee may only carry cannabis products in the delivery vehicle and may only perform deliveries for one licensed retailer at a time. A delivery employee must depart and return to the same licensed premises before taking possession of any cannabis products from another licensee to perform deliveries.

Before leaving the licensed premises, the retailer's delivery driver must have a delivery inventory ledger of all cannabis products provided to the retailer's delivery driver. For each cannabis good, the delivery inventory ledger shall include the type of good, the brand, the retail value, the track and trace identifier, and the weight, volume or other accurate measure of the cannabis good. After each customer delivery, the delivery inventory ledger must be updated to reflect the current inventory in possession of the retailer's delivery driver.

The retailer's delivery driver shall maintain a log that includes all stops from the time the retailer's delivery driver leaves the licensed premises to the time that the retailer's delivery driver returns to the licensed premises, and the reason for each stop. The log shall be turned in to the retailer when the retailer's delivery driver returns to the licensed premises. The licensed retailer must maintain the log as a commercial cannabis activity record as required by this division.

Prior to arrival at any delivery location, the licensed retailer must have received a delivery request from the customer and provided the delivery request receipt to the retailer's delivery driver electronically or in hard copy. The delivery request receipt provided to the retailer's delivery driver shall contain all of the information required in section 15420 of the DCC regulations, except for the date and time the delivery was made, and

the signature of the customer.

Immediately upon request by local law enforcement or DCC, the retailer's delivery driver shall provide all delivery inventory ledgers from the time the retailer's delivery driver left the licensed premises up to the time of the request; all delivery request receipts for cannabis products carried by the driver, in the delivery vehicle, or any deliveries that have already been made to customers; and the log of all stops from the time the retailer's delivery driver left the licensed premises up to the time of the request.

If a retailer's delivery driver does not have any delivery requests to be performed for a 30-minute period, the retailer's delivery driver shall not make any additional deliveries and shall return to the licensed premises. Required meal breaks shall not count toward the 30-minute period.

Upon returning to the licensed premises, all undelivered cannabis products shall be returned to inventory and all necessary inventory and track-and-trace records shall be updated as appropriate that same day.

A retailer's delivery employees shall not consume cannabis products while delivering cannabis products to customers.

L. Inventory Tracking

An employee, licensee or agent shall notify the California Department of Cannabis Control and Yolo County Cannabis Unit within 24 hours of discovery of any of the following situations:

An employee, licensee or agent discovers a significant discrepancy (as defined in section 15034 of the DCC regulations) in its inventory;

An employee, licensee or agent discovers diversion, theft, loss, or any other criminal activity pertaining to the operations of the licensee;

An employee, licensee or agent discovers loss or unauthorized alteration of records related to cannabis products, customers, or the licensee's employees or agents;

An employee, licensee, or agent discovers any other breach of security.

The notification to the Department of Cannabis Control and Yolo County Cannabis Unit shall be in writing and include the date and time of occurrence of the theft, loss, or criminal activity, the name of the local law enforcement agency that was notified, and a description of the incident including, where applicable, the item(s) that were taken or lost.

Any notifications to local law enforcement shall be timely in nature. Timely calls to the local law enforcement agency that are placed by the licensee, or their agents or employees, shall not be used as evidence of objectionable conditions that constitute a nuisance.

Your security plan must describe your inventory tracking software, point-of-sale systems and related technology that meet State Track and Trace requirements,

All destination dispensaries must be connected for compliance with the track-and-trace system database, with all product being properly inventoried at every step of the chain of custody from seed to sale.

Individual cannabis plants must be affixed with track-and-trace information.

M. Waste Disposal

All waste containers must be maintained within the secure facility and must be equipped with locks and tamper resistant seals until they are removed by an authorized waste disposal company. If waste material

associated with cultivation operations is to be composted, such material should be disposed of in compliance with BMOP operational requirements for cannabis waste materials management and as set forth in the Cannabis Waste Management Plan.

SECTION Q

24-HOUR GOOD NEIGHBOR CONTACT

24-HOUR GOOD NEIGHBOR CONTACT INFORMATION

The 24-Hour Good Neighbor Contact is the person who will be responsible to respond to questions, concerns, and complaints from the general public, as described Section 8-2.1408(U) of the Cannabis Land Use Ordinance. The purpose of this requirement is to facilitate communication between neighbors related to conditions at the site and operation of the facility. The 24-Hour contact shall be a local or on-site responsible party with prompt access to the site/operation/activities. Please provide the following information regarding the person to be designated as the 24-hour contact.

24-Hour Contact Name: _____

Business Role: _____

Address: _____

City: _____

Cell Phone (capable of sending/receiving text messages): _____

Secondary Phone (if applicable): _____

Email: _____

Prior to commencing operations under an approved Cannabis Use Permit, the permittee shall provide property owners and residents/tenants within 1,000 feet of the property line with an operable method of communication with the 24-Hour Good Neighbor Contact. The method of communication may be a phone number, email, or website (containing contact information of the 24-Hour Contact). A method that generates written records (e.g., email) is recommended. Permittees shall generally respond to legitimate neighbor contacts, within one business day. Failure to reasonably respond to contacts will be a consideration in any enforcement action/proceedings, including license renewal, undertaken in connection with the operation at issue. Permittees will be required to summarize contacts made in the annual report.

Describe what methods you propose to implement (should your request for a Use Permit be approved) to maintain Good Neighbor communication with residents/tenants within 1,000 feet of the property line:

SECTION R

YOLO HCP/NCCP PROJECT SCREENING FORM AND PRELIMINARY APPLICATION

INSTRUCTIONS FOR COMPLETING THIS SECTION

Please fill out only the SCREENING FORM (first attachment).

The APPLICATION (second attachment) is included for reference only. If, after review of the SCREENING FORM, Yolo Habitat Conservancy staff determine your project requires HCP/NCCP permit coverage, then you will be instructed to complete the APPLICATION.

SCREENING FORM



PURPOSE OF THIS FORM

Complete this form to help determine if a project is eligible for Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Yolo HCP/NCCP) coverage, required to comply with the Yolo HCP/NCCP, and/or is exempt from fees or avoidance and minimization measures (AMMs). See Permitting Guide, Chapter 5 for more information and instructions to complete the form. If this form confirms a project qualifies for or requires permit coverage, complete the Application to determine land cover fees and AMMs that may apply to the project and to formally apply for permit coverage. This Screening Form is for informational purposes and is not an application for permit coverage. Once complete, please submit the Screening Form to the appropriate contact at your local planning office.

Regional-scale data related land cover, sensitive natural communities, and covered species habitats in Yolo that can be used to complete this Screening Form is made available through the Yolo HCP/NCCP GeoMapper online mapping tool. The GeoMapper tool is accessible via the Resources tab of the Yolo Habitat Conservancy website: <https://www.yolohabitatconservancy.org/resources>

| BOX A: Is the project a covered activity? | | |
|---|--|--|
| <p>1 Does your project/activity require a discretionary approval/permit? (e.g., a general plan amendment, rezoning, use permit, variance, or land division)</p> | <p><input type="checkbox"/> Yes, my project/activity requires a discretionary approval/permit (if you are not sure, ask the local agency with approval authority, e.g., City or County planning office). <i>Go to Box A, Item 2.</i></p> | <p><input type="checkbox"/> No, the approval/permit required for my project/activity is ministerial (e.g., a building permit, certain site/design reviews, certain license approvals) If this box is checked, there is no need to complete or submit this form.</p> |
| <p>2. Does the project fall within the scope of project/activities covered by the Plan? Note: this determination will require approval sign-off by the local agency with approval authority (or Conservancy for Special Participating Entities). Wind and solar projects do not fall within the scope of projects/activities covered by the plan.</p> | <p><input type="checkbox"/> Yes. The project is a covered activity. <i>Go to Box B.</i></p> <p>_____</p> <p>Member Agency Signature if approved</p> | <p><input type="checkbox"/> No. The project is not a covered activity. Seek an Incidental Take Permit directly from the state and/or federal agencies. <i>Go to Box D, Item 2.</i></p> |

| BOX B: What is the project? | | | | | | | |
|---|---|--------------------------------------|--|--|---|--|--------------------------------------|
| 1 Project Name | | | | | | | |
| 2 Project address, location, and total acreage | | | | | | | |
| 3 Assessor parcel number(s) (APNs) and acreage by parcel (not applicable for linear projects) | | | | | | | |
| 4 Check applicable local agency | <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Yolo County</td> <td><input type="checkbox"/> City of Winters</td> </tr> <tr> <td><input type="checkbox"/> City of Davis</td> <td><input type="checkbox"/> City of Woodland</td> </tr> <tr> <td><input type="checkbox"/> City of West Sacramento</td> <td><input type="checkbox"/> Other _____</td> </tr> </table> | <input type="checkbox"/> Yolo County | <input type="checkbox"/> City of Winters | <input type="checkbox"/> City of Davis | <input type="checkbox"/> City of Woodland | <input type="checkbox"/> City of West Sacramento | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Yolo County | <input type="checkbox"/> City of Winters | | | | | | |
| <input type="checkbox"/> City of Davis | <input type="checkbox"/> City of Woodland | | | | | | |
| <input type="checkbox"/> City of West Sacramento | <input type="checkbox"/> Other _____ | | | | | | |

BOX C: Is the project exempt from fees or AMMs?

Use information from a planning level survey to complete the following items. If a planning level survey is not available, applicants may utilize the Yolo Habitat Conservancy GeoMapper tool to generate an Initial Assessment that will provide preliminary information in order to complete the rest of this form. The data presented in the GeoMapper is regional-scale data and is intended for general informational purposes. All HCP/NCCP applicants must have site-specific planning level surveys conducted by a qualified biologist to determine actual land cover and sensitive natural communities and species habitats in and around a project site and include that information in the final application unless the member agency land use planner and Conservancy staff determine and verify that one is not needed.

| | |
|--|---|
| <p>1 Does the project consist of an addition to an existing structure or new structure(s) within 50 feet of an existing structure (e.g., a new garage) that results in less than 5,000 square feet of impervious surface?</p> | <p><input type="checkbox"/> Yes. Go to <i>Item 2</i> <input type="checkbox"/> No. Skip to <i>Item 3</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |
| <p>2 Will the project overlap with fresh emergent wetland, valley foothill riparian, and lacustrine or riverine land cover types, as defined in Table 2-1 of the Permitting Guide?</p> | <p><input type="checkbox"/> Yes. Go to <i>Item 3</i> <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |
| <p>3 Is your project on a parcel less than 2.0 acres in size?</p> | <p><input type="checkbox"/> Yes. The project is exempt from all fees, but AMMs may apply. Go to <i>Item 4</i>. <input type="checkbox"/> No. Skip to <i>Item 5</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |
| <p>4 Does the project overlap with covered species habitat? (If a planning level survey has yet to be conducted, contact the Conservancy to request an Initial Assessment)</p> | <p><input type="checkbox"/> Yes. The project requires permit coverage. Skip to <i>Box D, Item 1</i>. <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |
| <p>5 Does the project affect any fee-paying land cover types identified in Table 2-1 of the permitting guide? (If a planning level survey has yet to be conducted, the Geomapper may be used)</p> | <p><input type="checkbox"/> Yes. The project requires permit coverage. Go to <i>Box D, Item 1</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey when submitting form) <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |
| <p>6 Does the project overlap with any resource protection buffers for sensitive natural communities or covered species habitat, as described in Table 2-2 of the Permitting Guide? (If a planning level survey has yet to be conducted, contact the Conservancy to request an Initial Assessment)</p> | <p><input type="checkbox"/> Yes. AMMs may apply to your project. Go to <i>Item 7</i>. <input type="checkbox"/> No. AMMs do not apply and the project does not qualify for/require permit coverage. Skip to <i>Box D, Item 2</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p> |

| | |
|--|---|
| <p>7 Can your project be designed so that activities do not occur near sensitive natural communities or covered species habitat as listed in Table 2-2 of the Permitting Guide, or can a qualified biologist demonstrate that the the project avoids effects on these resources?</p> | <p><input type="checkbox"/> Yes. <i>Redesign the project to avoid sensitive natural communities and covered species habitats or provide an evaluation by a qualified biologist to the local agency planning office that demonstrates the project will avoid adverse effects on sensitive natural communities or covered species and their habitat. The project does not qualify for or require permit coverage if redesigned accordingly. Go to Box D, Item 2.</i></p> <p><input type="checkbox"/> No. <i>The project does qualify for or require permit coverage. Go to Box D, Item 1.</i></p> |
|--|---|

| | |
|---|--|
| BOX D: Does project qualify for/require permit coverage? | |
| 1 | <input type="checkbox"/> Your project/activity <u>does qualify for/require</u> permit coverage under the Yolo HCP/NCCP. <ul style="list-style-type: none"> ▪ Complete <i>Items in Box E.</i> ▪ Submit this form with application fee, if applicable, as soon as possible to the planning office of the local agency with approval authority (see contact information below). |
| 2 | <input type="checkbox"/> Your project/activity <u>does not qualify for/require</u> permit coverage under the Yolo HCP/NCCP and no application fee is required. <p style="color: blue; font-size: small; margin-top: 5px;">Note: <u>The local agency with approval authority must confirm this conclusion following submittal of project information.</u> Non-covered projects must comply with Federal and State Endangered Species Act requirements if applicable. If a project has the potential to take a federally or state-listed species, the applicant must contact the U.S. Fish and Wildlife Service, National Marine Fisheries Service, and/or the California Department of Fish and Wildlife to determine whether a permit is necessary.</p> <ul style="list-style-type: none"> ▪ Complete <i>Items in Box E.</i> ▪ Submit this form to the contact below with the required application fee (see Permitting Guide, Chapter 5 instructions for Box D). A planning level survey prepared by a qualified biologist may be required to verify the absence of sensitive natural communities and covered species habitats or other information in this form, including photos and aerials of the site ▪ If you are seeking permit coverage for your project as a Special Participating Entity (SPE), submit this form to the Conservancy office prior to completing the Application. SPE permit coverage is not guaranteed and will be authorized on a case-by-case basis by the Conservancy. SPEs must pay the required Application Fee, cover all costs associated with processing the request, and pay an additional SPE-only fee (see Permitting Guide, Chapter 5 instructions for Box D). <p style="margin-top: 5px;">Are you requesting participation as an SPE?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> |

| | | | |
|---|------|-------|-------|
| BOX E: SIGNATURES | | | |
| <input type="checkbox"/> By checking the box and signing below I certify all information in the application is true and correct to the best of my knowledge. | | | |
| 1 Property owner name and contact information | Name | Phone | Email |
| 2 Property owner signature | | Date | |
| 3 Project Agent/ Applicant name and contact information | Name | Phone | Email |

| | | | | |
|-------------|--|--------------------------|------|-----------------------------|
| 4 | Project Agent/ Applicant signature | | Date | |
| Permissions | | | | |
| 5 | Local agency and/or the Conservancy may contact the property owner directly | <input type="checkbox"/> | Yes | <input type="checkbox"/> No |
| 6 | Local agency and/or the Conservancy may contact the project agent/applicant directly | <input type="checkbox"/> | Yes | <input type="checkbox"/> No |

FORM SUBMITTAL INSTRUCTIONS

Submit this form electronically as early in the development planning process as possible (ideally, prior to submittal of land development application) to the applicable local agency below. If the project applicant is seeking HCP/NCCP permit coverage as an SPE, submit the form to the Yolo Habitat Conservancy. Ideally this submittal will occur prior to submittal of land development application, during preliminary project discussions the member agency planning office.

LOCAL AGENCY PLANNING OFFICE CONTACT INFORMATION

| | | | | |
|--|--|---|---|---|
| <p>Yolo County Stephanie Cormier Planning Division Department of Community Services 292 West Beamer Street, Woodland (530) 666-8041</p> | <p>City of West Sacramento David Tilley Community Development Department 1110 West Capitol Ave., 2nd Floor, West Sacramento (916) 617-4645</p> | <p>City of Davis Sherri Metzker Community Development & Sustainability 23 Russell Blvd., Suite 2, Davis (530) 757-5610 ext. 7239</p> | <p>City of Woodland Cindy Norris Planning Division 300 First Street, Woodland (530) 661-5911</p> | <p>City of Winters Dave Dowsnell Community Development Department 318 First Street, Winters (530) 794-6714</p> |
|--|--|---|---|---|

YOLO HABITAT CONSERVANCY CONTACT INFORMATION

Address: PO Box 2202, Woodland, CA 95776 Phone: 530-666-8150 Email: info@yolohabitatconservancy.org

FOR STAFF USE ONLY

| | | | |
|--|-----------------|--|------|
| <input type="checkbox"/> Covered | Project Planner | | |
| <input type="checkbox"/> Not covered | Phone Number | | |
| <input type="checkbox"/> Covered but exempt from fees and AMMs | Email | | Date |

APPLICATION



PURPOSE OF THIS FORM

Complete this form to apply for incidental take permit coverage under the Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Yolo HCP/NCCP) and submit electronically to your local planning office. The completion of this form satisfies the minimum requirements for permit coverage. The Yolo Habitat Conservancy (“Conservancy”) encourages submittal of a preliminary application to your local planning office to ensure timely and accurate completion. Your local agency planning office also may request additional information to clarify or complete your application. Chapter 6 of the Permitting Guide provides instructions for form completion, available along with additional resources on the Conservancy’s web site under the “Permitting” tab. Please note if an application fee is required (see Screening Form, Box D), you should submit this fee to the Conservancy early in the application process. The Conservancy automatically adjusts mitigation fees by March 15th of each year to reflect current land prices and other expenses. If an applicant does not complete their application and issue payment prior to the fee update, the new fees will apply. The applicant may, however, pay mitigation fees early at the previous year’s rate consistent with the Conservancy’s Early Payment of Mitigation Fees Policy.

Regional-scale data related land cover, sensitive natural communities, and covered species habitats in Yolo is made available through the Yolo HCP/NCCP GeoMapper online mapping tool. The GeoMapper tool is accessible via the Resources tab of the Yolo Habitat Conservancy website below, although it is intended for informational purposes only. All HCP/NCCP permit applicants must have site-specific planning level surveys by a qualified biologist to determine actual land cover and sensitive natural communities and species habitats in and around a project site to determine the correct amount of land cover mitigation fees and project specific Avoidance and Minimization Measures (AMMs).

<https://www.yolohabitatconservancy.org/resources>

BOX A: Preliminary/Final Application

Check one box.

- Preliminary Application (signature not required) Final Application (complete form and signature required)

BOX B: APPLICATION DETAILS

| | | |
|---|--|---|
| 1 | Project name | |
| 2 | Submittal date | |
| 3 | Application/project file number(s) (assigned by local agency) | |
| 4 | YHC internal tracking # | |
| 5 | Local agency with approval authority | <input type="checkbox"/> Yolo County <input type="checkbox"/> City of Davis <input type="checkbox"/> City of Woodland <input type="checkbox"/> City of West Sacramento <input type="checkbox"/> City of Winters <input type="checkbox"/> Other _____ |

Special Participating Entity (SPE)
Note: Applicants not subject to approval from the County or cities, or for projects not specifically identified and not specifically excluded as a covered activity under the Plan, should check this box to request permit coverage as an SPE if desired. SPE permit coverage is not guaranteed, are processed by the Conservancy, and must be approved by the Conservancy Board.

| BOX C: PROJECT CONTACT | | | |
|--|--|--|--|
| 1 Property Owner | | | |
| 1.a Property owner name | | | |
| 1.b Mailing address | | | |
| 1.c Phone (home/office) | | 1.d Phone (Cellular) | |
| 1.e Email | | | |
| 2 Project Agent/Applicant | | | |
| 2.a Company/organization | | | |
| 2.b Name of primary contact | | | |
| 2.c Mailing address | | | |
| 2.d Phone (office) | | 2.e Phone (Cellular) | |
| 2.f Email | | | |
| Permissions | | | |
| 3 Local agency and/or the Conservancy may contact the property owner directly | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 4 Local agency and/or the Conservancy may contact the project agent/applicant directly | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

| BOX D: PROJECT INFORMATION | | | |
|--|---|--|--|
| 1 Project address and location | | | |
| 2 Assessor parcel number(s) APNs and acreage by parcel (not applicable for linear projects). | | | |
| 3 Total acreage of parcel(s) (not applicable for linear projects spanning multiple parcels) | | | |
| 4 Using the GeoMapper's Spatially Defined Planning Unit Map, find your proposed project site. Check the Planning Unit in which your project lies. | <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> Yolo County Planning Units <input type="checkbox"/> 1 – Little Blue Ridge <input type="checkbox"/> 2 – North Blue Ridge <input type="checkbox"/> 3 – South Blue Ridge <input type="checkbox"/> 4 – Capay Hills <input type="checkbox"/> 5 – Dunnigan Hills <input type="checkbox"/> 6 – Upper Cache Creek <input type="checkbox"/> 7 – Lower Cache Creek <input type="checkbox"/> 8 – Upper Putah Creek <input type="checkbox"/> 9 – Lower Putah Creek <input type="checkbox"/> 10 – Hungry Hollow Basin <input type="checkbox"/> 11 – Willow Slough Basin </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> 12 – Colusa Basin <input type="checkbox"/> 13 – Colusa Basin Plains <input type="checkbox"/> 14 – North Yolo Basin <input type="checkbox"/> 15 – South Yolo Basin <input type="checkbox"/> 16 – Yolo Basin Plains <input type="checkbox"/> 17 – North Yolo Bypass <input type="checkbox"/> 18 – South Yolo Bypass Cities <input type="checkbox"/> 19 – City of Woodland <input type="checkbox"/> 20 – City of Davis <input type="checkbox"/> 21 – City of West Sacramento <input type="checkbox"/> 22 – City of Winters </td> </tr> </table> | Yolo County Planning Units <input type="checkbox"/> 1 – Little Blue Ridge <input type="checkbox"/> 2 – North Blue Ridge <input type="checkbox"/> 3 – South Blue Ridge <input type="checkbox"/> 4 – Capay Hills <input type="checkbox"/> 5 – Dunnigan Hills <input type="checkbox"/> 6 – Upper Cache Creek <input type="checkbox"/> 7 – Lower Cache Creek <input type="checkbox"/> 8 – Upper Putah Creek <input type="checkbox"/> 9 – Lower Putah Creek <input type="checkbox"/> 10 – Hungry Hollow Basin <input type="checkbox"/> 11 – Willow Slough Basin | <input type="checkbox"/> 12 – Colusa Basin <input type="checkbox"/> 13 – Colusa Basin Plains <input type="checkbox"/> 14 – North Yolo Basin <input type="checkbox"/> 15 – South Yolo Basin <input type="checkbox"/> 16 – Yolo Basin Plains <input type="checkbox"/> 17 – North Yolo Bypass <input type="checkbox"/> 18 – South Yolo Bypass Cities <input type="checkbox"/> 19 – City of Woodland <input type="checkbox"/> 20 – City of Davis <input type="checkbox"/> 21 – City of West Sacramento <input type="checkbox"/> 22 – City of Winters |
| Yolo County Planning Units <input type="checkbox"/> 1 – Little Blue Ridge <input type="checkbox"/> 2 – North Blue Ridge <input type="checkbox"/> 3 – South Blue Ridge <input type="checkbox"/> 4 – Capay Hills <input type="checkbox"/> 5 – Dunnigan Hills <input type="checkbox"/> 6 – Upper Cache Creek <input type="checkbox"/> 7 – Lower Cache Creek <input type="checkbox"/> 8 – Upper Putah Creek <input type="checkbox"/> 9 – Lower Putah Creek <input type="checkbox"/> 10 – Hungry Hollow Basin <input type="checkbox"/> 11 – Willow Slough Basin | <input type="checkbox"/> 12 – Colusa Basin <input type="checkbox"/> 13 – Colusa Basin Plains <input type="checkbox"/> 14 – North Yolo Basin <input type="checkbox"/> 15 – South Yolo Basin <input type="checkbox"/> 16 – Yolo Basin Plains <input type="checkbox"/> 17 – North Yolo Bypass <input type="checkbox"/> 18 – South Yolo Bypass Cities <input type="checkbox"/> 19 – City of Woodland <input type="checkbox"/> 20 – City of Davis <input type="checkbox"/> 21 – City of West Sacramento <input type="checkbox"/> 22 – City of Winters | | |

BOX D: PROJECT INFORMATION

- 5 Provide a project description. Please refer to the Permitting Guide for details to include in the project description. Label as **Attachment 1** or indicate in this box the page numbers of the planning level survey where this information can be found.
- 6 Provide a legible vicinity map of the project site and surrounding area (PDF). Refer to the Permitting Guide for more information about details to include on the vicinity map. Label as **Attachment 2**. Rather than a separate PDF, applicant may include the site plan in the planning level survey report.
- If so, provide page number here: _____
- 7 Provide a site plan that shows the proposed project site and surrounding area. (PDF and CAD or GIS-compatible). Refer to the Permitting Guide for more information about details to include in the site plan and details regarding the required CAD or GIS-compatible digital information to be attached. Label as **Attachment 3**. Rather than a separate PDF, applicant may include the site plan in the planning level survey report or other report. If so, attach report or excerpt and provide report name and page number here: _____

BOX E: NATURAL COMMUNITY AND LAND COVER IMPACTS AND MITIGATION FEES

Complete Items 1-26 below, referring to the Permitting Guide for calculation methods.

- Total fee amount for each land cover type will be auto-generated based on acreage amount (and for recurring temporary impacts, number of years out of the 50-year permit term the impact will occur).
- Temporary impact fee formula = land cover fee x area of temporary effect in acres x (F/50) where F = the number of years in which the activity will occur during the rest of the permit term (until 2069).
- Must include required land cover fee buffer area associated with the project. This is generally 10 feet for linear projects (e.g. roads, utility corridors, pipelines) and 50 feet for all other projects. See Chapter 3 of the Permitting Guide.
- Fees will be updated annually, typically in March.
- Wetland fees are in addition to land cover fees. For project proponents transplanting elderberry shrubs from a non-riparian habitat, a per acre maintenance fee of \$19,104 is assessed. The maintenance fee is subject to the annual increase in fees pursuant to existing methodology.

Submit a planning level survey, including a field-verified land cover map and the name and qualifications of the qualified biologist(s) responsible for preparation of the report. Label as **Attachment 4**. Mapped areas shown on the site plan (**Attachment 3** in Box D, Item 7) should be consistent with the acreages entered below. Include photographs of temporary impact areas. Label photos as **Attachment 5**.

| Land Cover Types | Land Cover Permanently Impacted by Project (in acres) | | | Land Cover Temporarily Impacted by Project (in acres) | Years of Recurring Temporary Impact | Fees (Auto Generated) | | | | |
|---|---|--------------------|-------|---|-------------------------------------|---------------------------|------------------------|----------------------------------|----------------------------------|-------------|
| | Permanent Impact (acres) | Fee Buffer (acres) | TOTAL | | | Land Cover Fee (per acre) | Wetland Fee (per acre) | Permanent Impact, Land Cover Fee | Temporary Impact, Land Cover Fee | Wetland Fee |
| 1 <input type="checkbox"/> Developed (including ruderal with no covered species habitat) ^a | | | | | | \$0 | \$0 | \$ | \$ | \$ |
| 2 <input type="checkbox"/> Ruderal with covered species habitat ^a | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 3 <input type="checkbox"/> Barren, No Covered Species Habitat | | | | | | \$0 | \$0 | \$ | \$ | \$ |
| 4 <input type="checkbox"/> Barren, With Covered Species Habitat | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 5 <input type="checkbox"/> Vegetated Corridor with Covered Species Habitat | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 6 <input type="checkbox"/> Grassland (all types) | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 7 <input type="checkbox"/> Alkali Prairie | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 8 <input type="checkbox"/> Fresh Emergent Wetland (all types) | | | | | | \$16,202 | \$87,337 | \$ | \$ | \$ |

| BOX E: NATURAL COMMUNITY AND LAND COVER IMPACTS AND MITIGATION FEES | | | | | | | | | | | |
|--|---|--|--|--|--|--|----------|----------|----|----|----|
| 9 | <input type="checkbox"/> Valley Foothill Riparian | | | | | | \$16,202 | \$91,814 | \$ | \$ | \$ |
| 10 | <input type="checkbox"/> Lacustrine and Riverine | | | | | | \$16,202 | \$70,046 | \$ | \$ | \$ |
| 11 | <input type="checkbox"/> Cultivated Land (all types) | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 12 | <input type="checkbox"/> Citrus/Subtropical | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 13 | <input type="checkbox"/> Deciduous Fruits/Nuts | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 14 | <input type="checkbox"/> Vineyards | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 15 | <input type="checkbox"/> Turf Farm | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 16 | <input type="checkbox"/> Flowers/Nursery/Tree Farms | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 17 | <input type="checkbox"/> Semiag/Incidental to Agriculture | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| 18 | <input type="checkbox"/> Eucalyptus | | | | | | \$16,202 | \$0 | \$ | \$ | \$ |
| TOTAL | | | | | | | | | | | |
| 19 | TOTAL LAND COVER IMPACTS AND MITIGATION FEES | | | | | | | | | | \$ |
| 20 | APPLICATION FEE (The application fee is credited towards the cost of the mitigation fees if the application fee is paid prior to the submittal of the mitigation fee payment . Application fee as of January 1, 2020: \$1,981) | | | | | | | | | | \$ |
| 21 | OTHER CREDITS (Advanced fee payment or in lieu fee credit – must be verified by Conservancy). Add Attachment 6 | | | | | | | | | | \$ |
| 22 | TOTAL LAND COVER IMPACTS AND MITIGATION FEES DUE (Mitigation fees due are determined at the time of payment unless they were paid in accordance with the Yolo HCP/NCCP Early Payment of Mitigation Fees Policy. See www.yolohabitatconservancy.org for current fee schedule.) | | | | | | | | | | \$ |
| <small>^a Land cover fees may be applicable if covered species habitat is present.</small> | | | | | | | | | | | |

BOX F: CONDITIONS OF APPROVAL: CONDUCT PLANNING LEVEL SURVEYS

Based on a planning level survey conducted by a qualified biologist using the land cover definitions described in the Permitting Guide in Table 2-1, indicate which sensitive natural communities and covered species are relevant to your project. Indicate below whether suitable covered species habitats are present (Column A) and, where applicable, if there is a need to conduct a more focused survey(s) for covered species (Column B) to confirm presence. Complete species-specific planning level surveys as needed consistent with protocols referenced in Appendix A of the Permitting Guide. Alternatively, covered species presence can be assumed, which would require adherence to applicable AMMs and implementation of avoidance measures or preconstruction surveys. Attach all species-specific planning level surveys as **Attachment 7**. Describe, map, and tabulate impacts the project will have on each natural community and each species for which habitat is present. Impact calculations must correspond to the permanent and temporary impact calculations in Box E. Label as **Attachment 8**. Alternatively, the impact assessment can be incorporated into the planning level survey. **Important:** Be aware of the timing requirements for conducting a species-specific planning level survey (Table 6-1 in the Permitting Guide) to avoid project delays.

| | A. Project Site Conditions Requiring Planning Level Survey | B. Species-Specific Planning Level Survey Results | C. Documentation |
|--|--|---|--|
| Sensitive Natural Communities | | | |
| 1 Alkali prairie and vernal pool complex | <p>Are vernal pools or alkali seasonal wetlands present within 250 feet of project footprint?</p> <p><input type="checkbox"/> Yes. <i>Design project to avoid vernal pools or alkali seasonal wetlands by 250 feet or lesser buffer if approved by wildlife agencies (see Permitting Guide Table 2-1). Check Box G, AMMs 9 and 10. Go to Column C.</i></p> <p><input type="checkbox"/> No</p> | N/A | <p>Map attached? (Attachment 4)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If vernal pools or alkali seasonal wetlands are present on or near the site, provide map showing how project avoids these wetlands.</p> |
| 2 Valley foothill riparian | <p>Is valley foothill riparian present within 100 feet of the project site boundary?</p> <p><input type="checkbox"/> Yes. <i>Design project to avoid valley foothill riparian by 100 feet or count all portions within 100 feet in the impact acreage (see Permitting Guide Table 2-1). Check Box G, AMMs 9 and 10. Go to Column C and provide map.</i></p> <p><input type="checkbox"/> No</p> | N/A | <p>Map attached? (Attachment 4)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Provide map showing the valley foothill riparian in relation to the project footprint.</p> |
| 3 Lacustrine and riverine | <p>Are any streams, rivers, lakes, or ponds within 25 feet of project footprint inside urban planning units, or within 100 feet of project footprint outside urban planning units?</p> <p><input type="checkbox"/> Yes. <i>Design project to avoid these resources by 25 feet inside urban planning units or 100 feet outside urban planning units, or count all portions within these distances in the impact acreage, unless a variance is allowed. Check Box G, AMMs 9 and 10. Go to Column C and provide map.</i></p> <p><input type="checkbox"/> No</p> | N/A | <p>Map attached? (Attachment 4)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Provide map showing any streams, rivers, lakes, or ponds in relation to the project footprint.</p> |

| BOX F: CONDITIONS OF APPROVAL: CONDUCT PLANNING LEVEL SURVEYS | | | |
|--|--|--|---|
| | A. Project Site Conditions Requiring Planning Level Survey | B. Species-Specific Planning Level Survey Results | C. Documentation |
| Sensitive Natural Communities | | | |
| 4 | <p>Fresh emergent wetlands</p> <p>Are there any fresh emergent wetlands within 50 feet of project footprint outside urban planning units?</p> <p><input type="checkbox"/> Yes. <i>Design project to avoid these resources by 50 feet, or count all portions within 50 feet in the impact acreage. Check Box G, AMMs 9 and 10. Go to Column C and provide map).</i> Survey period: May 31–September 30</p> <p><input type="checkbox"/> No</p> | N/A | <p>Map attached? (Attachment 4)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Provide map of fresh emergent wetlands in relation to the project footprint.</p> |
| Plants | | | |
| 5 | <p>Palmate-bracted bird's beak</p> <p>Is suitable habitat present within 250 feet of the project site boundary? (see Permitting Guide Table 2-2)</p> <p><input type="checkbox"/> Yes. <i>Survey for palmate-bracted bird's beak consistent with Permitting Guide Appendix A. Check Box G, AMM 11. Go to Column B. Survey period: May 31–September 30</i></p> <p><input type="checkbox"/> No</p> | <p>Is palmate-bracted bird's beak present?</p> <p><input type="checkbox"/> Yes. <i>Design project to avoid occupied habitat as described in AMM 11. Go to Column C.</i></p> <p><input type="checkbox"/> No. <i>Go to Column C.</i></p> | <p>Species-specific planning level survey report attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><i>Include report of species-specific planning level survey and map of habitat and any plants found in relation to project footprint.</i></p> |
| Invertebrates | | | |
| 6 | <p>Valley elderberry longhorn beetle</p> <p>Is there presence of elderberry shrubs in the project site or within 100 feet outside of the project site boundary that could be impacted by the project?</p> <p><input type="checkbox"/> Yes. <i>Identify and map all elderberry shrubs in and within 100 feet of project footprint with stems greater than one inch in diameter at ground level. For mapped shrubs that cannot be avoided, quantify the number of stems greater than one inch in diameter at ground level, and identify any such stems with valley elderberry longhorn beetle exit holes. Check Box G, AMM 12. Go to Column C and provide survey report.</i> Survey period: Year-round</p> <p><input type="checkbox"/> No</p> | N/A | <p>Species-specific planning level survey report attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |

| BOX F: CONDITIONS OF APPROVAL: CONDUCT PLANNING LEVEL SURVEYS | | | |
|--|---|--|---|
| | A. Project Site Conditions Requiring Planning Level Survey | B. Species-Specific Planning Level Survey Results | C. Documentation |
| Amphibians | | | |
| 7 California tiger salamander | <p>Is there presence of California tiger salamander aquatic or upland habitat in the project footprint, or aquatic habitat within 500 feet of the project footprint?</p> <p><input type="checkbox"/> Yes. Check box G, AMM 13. Is the habitat within designated critical habitat for California tiger salamander, as determined using the GeoMapper?</p> <p><input type="checkbox"/> Yes. Design project to avoid designated critical habitat.</p> <p><input type="checkbox"/> No. If aquatic habitat cannot be avoided by 500 feet, either conduct surveys as described in the Permitting Guide Appendix A, or assume species presence. Survey period: After rainfall, November 1 to May 15. Go to Column B.</p> <p><input type="checkbox"/> No</p> | <p>Are California tiger salamanders present or assumed to be present in aquatic habitat?</p> <p><input type="checkbox"/> Yes. If the species is present or assumed to be present, the Yolo HCP/NCCP will not allow any loss of occupied aquatic habitat until at least four new occupied breeding pools are discovered or established and protected in the Plan Area. Contact Yolo Habitat Conservancy. Go to Column C.</p> <p><input type="checkbox"/> No</p> | <p>Species-specific planning level survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
| Reptiles | | | |
| 8 Western Pond Turtle | <p>Is western pond turtle habitat present in the project footprint?</p> <p><input type="checkbox"/> Yes. Check Box G, AMM 14. A qualified biologist is required to evaluate whether there is moderate to high likelihood of western pond turtle presence. Go to Columns B and C.</p> <p><input type="checkbox"/> No</p> | <p>Moderate to high likelihood of western pond turtle presence?</p> <p><input type="checkbox"/> Yes: Check Box F for western pond turtle preconstruction surveys.</p> <p><input type="checkbox"/> No</p> | <p>Habitat evaluation attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
| 9 Giant Garter Snake | <p>Is there any giant garter snake habitat (as defined in the Permitting Guide, Table 2-2) within the project footprint?</p> <p><input type="checkbox"/> Yes. Design project to avoid or minimize impact on giant garter snake habitat to the extent practicable. If habitat cannot be avoided, see AMM 15. Check Box F for giant garter snake Preconstruction surveys, and check Box G, AMM 15.</p> <p><input type="checkbox"/> No</p> | N/A | N/A |

| BOX F: CONDITIONS OF APPROVAL: CONDUCT PLANNING LEVEL SURVEYS | | | |
|---|---|---|---|
| | A. Project Site Conditions Requiring Planning Level Survey | B. Species-Specific Planning Level Survey Results | C. Documentation |
| Birds | | | |
| 10 Swainson's Hawk and White-tailed Kite | <p>Are there suitable Swainson's hawk or white-tailed kite nest trees within 1,320 feet of the project footprint?</p> <p><input type="checkbox"/> Yes. <i>If nest trees cannot be avoided by 1,320 feet, check Box F for hawk and kite Preconstruction surveys, and Box G, AMM 16.</i></p> <p><input type="checkbox"/> No</p> | N/A | N/A |
| 11 Western yellow-billed cuckoo | <p>Is suitable habitat present within 500 feet of the project site boundary?</p> <p><input type="checkbox"/> Yes. <i>If there are breeding records for the western yellow-billed cuckoo within ¼ mile of the project site from the previous three years (as determined by GeoMapper), then assume species is present. If there are no breeding records with ¼ mile, then either assume species is present or survey consistent with Chapter 6 of the Permitting Guide. See columns B and C. Check Box F for western yellow-billed cuckoo Preconstruction surveys and Check Box G, AMM 17.</i></p> <p>Survey period: June 1–August 30.</p> <p><input type="checkbox"/> No</p> | <p>Is western yellow-billed cuckoo present or assumed to be present?</p> <p><input type="checkbox"/> Yes. <i>If project cannot avoid occupied habitat by 500 feet, avoid take of nesting birds as described in AMM 17.</i></p> <p><input type="checkbox"/> No.</p> | <p>Species Survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
| 12 Western Burrowing Owl | <p>Is western burrowing owl habitat present on the project site, or within 500 feet of the project site?</p> <p><input type="checkbox"/> Yes. <i>Conduct planning level surveys for occupied habitat as described in Permitting Guide Appendix A. Go to Columns B and C. Survey period: February 1–August 31 during the breeding season; September 1–January 31 during nonbreeding season.</i></p> <p><input type="checkbox"/> No</p> | <p>Are burrowing owls present?</p> <p><input type="checkbox"/> Yes. <i>Check Box G, AMM18. If burrows cannot be avoided, consistent with Table 2-3 in the Permitting Guide, Check Box F for western burrowing owl preconstruction surveys.</i></p> <p><input type="checkbox"/> No</p> | <p>Species-specific planning level survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |

| BOX F: CONDITIONS OF APPROVAL: CONDUCT PLANNING LEVEL SURVEYS | | | |
|--|--|--|---|
| | A. Project Site Conditions Requiring Planning Level Survey | B. Species-Specific Planning Level Survey Results | C. Documentation |
| 13 Least Bell's Vireo | <p>Is least Bell's vireo habitat present in and within 500 feet of project footprint?</p> <p><input type="checkbox"/> Yes. Check Box G, AMM 19. Are there nesting records for the species within ¼ mile of the site from the previous three years (determined using the GeoMapper)?</p> <p><input type="checkbox"/> Yes. Assume species is present. See Column B.</p> <p><input type="checkbox"/> No. Conduct planning level surveys, as described in Permitting Guide Appendix A. See Columns B and C. Survey period: April 1–July 15</p> <p><input type="checkbox"/> No</p> | <p>Are least Bell's vireo nests present or assumed to be present?</p> <p><input type="checkbox"/> Yes. Check Box F for least Bell's vireo preconstruction surveys. Avoid take of birds as described in AMM 19.</p> <p><input type="checkbox"/> No.</p> | <p>Species Survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
| 14 Bank Swallow | <p>Is bank swallow nesting habitat present on the project site, or within 500 feet of the project site?</p> <p><input type="checkbox"/> Yes. Check Box G, AMM 20. Conduct planning level surveys as described in Permitting Guide Appendix A. Go to Columns B and C. Survey period: March 1–August 15</p> <p><input type="checkbox"/> No</p> | <p>Are nesting bank swallows present?</p> <p><input type="checkbox"/> Yes. Check Box F for bank swallow preconstruction surveys. Avoid take of birds as described in AMM 19.</p> <p><input type="checkbox"/> No.</p> | <p>Species-specific planning level survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |
| 15 Tricolored Blackbird | <p>Is tricolored blackbird nesting habitat present on the project site, or within 1,300 feet of the project site?</p> <p><input type="checkbox"/> Yes. Conduct planning level surveys as described in Permitting Guide Appendix A. Check Box G, AMM 21. Go to Column C. Survey period: March 1–July 30</p> <p><input type="checkbox"/> No</p> | N/A | <p>Species-specific planning level survey attached? (Attachment 7)</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> |

| BOX G: CONDITIONS OF APPROVAL: CONDUCT PRE-CONSTRUCTION SURVEYS | |
|---|--|
| <p>Indicate which species in Items 1-7 are relevant to your project. Important: Refer to Chapter 4 of the Permitting Guide for information about survey purpose, the land cover types and site conditions requiring preconstruction surveys, survey area size, and survey timing.</p> | |
| Birds | |
| 1 <input type="checkbox"/> Swainson's hawk | 4 <input type="checkbox"/> Western burrowing owl |
| 2 <input type="checkbox"/> White-tailed kite | 5 <input type="checkbox"/> Least-Bell's vireo |
| 3 <input type="checkbox"/> Western yellow-billed cuckoo | |
| Reptiles | |
| 6 <input type="checkbox"/> Giant garter snake | 7 <input type="checkbox"/> Western pond turtle |

BOX H: CONDITIONS OF APPROVAL: AVOIDANCE AND MINIMIZATION MEASURES (AMMs)

Check the avoidance and minimization measures below that apply to your project. Refer to the Permitting Guide for assistance. Describe how you will fulfill the requirements of each required condition. Plan your construction carefully around the translocation or other dates required by the AMMs. Label as **Attachment 9**.

- | | |
|----|---|
| 1 | <input type="checkbox"/> AMM1: <i>Establish Resource Protection Buffers</i> |
| 2 | <input type="checkbox"/> AMM 2: <i>Design Developments to Minimize Indirect Effects at Urban-Habitat Interfaces (this AMM does not apply to new development where it is immediately adjacent to existing developed lands)</i> |
| 3 | <input type="checkbox"/> AMM 3: <i>Confine and Delineate Work Area</i> |
| 4 | <input type="checkbox"/> AMM 4: <i>Cover Trenches and Holes during Construction and Maintenance</i> |
| 5 | <input type="checkbox"/> AMM 5: <i>Control Fugitive Dust</i> |
| 6 | <input type="checkbox"/> AMM 6: <i>Conduct Worker Training</i> |
| 7 | <input type="checkbox"/> AMM 7: <i>Control Nighttime Lighting of Project Construction Sites</i> |
| 8 | <input type="checkbox"/> AMM 8: <i>Avoid and Minimize Effects of Construction Staging Areas and Temporary Work Areas</i> |
| 9 | <input type="checkbox"/> AMM 9: <i>Establish Resource Protection Buffers around Sensitive Natural Communities</i> |
| 10 | <input type="checkbox"/> AMM 10: <i>Avoid and Minimize Effects on Wetlands and Waters</i> |
| 11 | <input type="checkbox"/> AMM 11: <i>Minimize Take and Adverse Effects on Palmate-Bracted Bird's Beak</i> |
| 12 | <input type="checkbox"/> AMM 12: <i>Minimize Take and Adverse Effects on Habitat of Valley Elderberry Longhorn Beetle</i> |
| 13 | <input type="checkbox"/> AMM 13: <i>Minimize Take and Adverse Effects on Habitat of California Tiger Salamander</i> |
| 14 | <input type="checkbox"/> AMM 14: <i>Minimize Take and Adverse Effects on Habitat of Western Pond Turtle</i> |
| 15 | <input type="checkbox"/> AMM 15: <i>Minimize Take and Adverse Effects on Habitat of Giant Garter Snake</i> |
| 16 | <input type="checkbox"/> AMM 16: <i>Minimize Take and Adverse Effects on Habitat of Swainson's Hawk and White-Tailed Kite</i> |
| 17 | <input type="checkbox"/> AMM 17: <i>Minimize Take and Adverse Effects on Habitat of Western Yellow-Billed Cuckoo</i> |
| 18 | <input type="checkbox"/> AMM 18: <i>Minimize Take and Adverse Effects on Western Burrowing Owl</i> |
| 19 | <input type="checkbox"/> AMM 19: <i>Minimize Take and Adverse Effects on Least Bell's Vireo</i> |
| 20 | <input type="checkbox"/> AMM 20: <i>Minimize Take and Adverse Effects on Habitat of Bank Swallow</i> |
| 21 | <input type="checkbox"/> AMM 21: <i>Minimize Take and Adverse Effects on Habitat of Tricolored Blackbird</i> |

BOX I: ATTACHMENT CHECKLIST

Indicate which attachments are provided below. **Note:** [Attachments must meet the requirements described in Permitting Guide](#). If these requirements are not met, your application may be delayed.

All Projects

- Attachment 1.** Project Description (Box C). Attach separately or indicate report page #s here:
- Attachment 2.** Vicinity map PDF (Box C). Attach separately or indicate report page # here:
- Attachment 3.** Site Plan (Box C). Attach separately or indicate report page # here:
Also include CAD or GIS compatible data.

Projects with Impacts

- Attachment 4.** Planning level survey (Box D)
- Attachment 5.** Photos of temporary impact areas. Attach separately or indicate report page #s here:
- Attachment 6.** Documentation if land is offered in lieu of fees (Box D, Item 30)
- Attachment 7.** Species-specific planning level survey(s) (Box E). Attach separately or indicate report page #s here:
- Attachment 8.** Unavoidable impacts on covered species. Attach separately or indicate report page #s here:

BOX I: ATTACHMENT CHECKLIST

Attachment 9. Description of compliance with avoidance and minimization measures (Box G). Attach separately or indicate report page #s here:

BOX J: SIGNATURES

By checking the box and signing below I certify all information in the application is true and correct to the best of my knowledge. I also certify I understand the requirements of the AMMs, including dates for elderberry translocation or other dates that may affect construction timing.

| | | | |
|--|-------|--|-------|
| 1 Property owner name and contact information | Name | | |
| | Phone | | Email |
| 2 Property owner signature | | | Date |
| 3 Project agent/applicant name and contact information | Name | | |
| | Phone | | Email |
| 4 Project agent/applicant signature | | | Date |

FORM SUBMITTAL INSTRUCTIONS

Submit this form electronically to the applicable contact below. If the project applicant is seeking HCP/NCCP permit coverage as an SPE, submit the form to the Yolo Habitat Conservancy. The signed Final Application and payment of all other Plan fees is required following project approval and prior to formal Yolo HCP/NCCP approval.

LOCAL AGENCY PLANNING OFFICE CONTACT INFORMATION

| | | | | |
|--|--|---|---|---|
| <p>Yolo County Stephanie Cormier Planning Division Department of Community Services 292 West Beamer Street, Woodland (530) 666-8041</p> | <p>City of West Sacramento David Tilley Community Development Department 1110 West Capitol Ave., 2nd Floor, West Sacramento (916) 617-4645</p> | <p>City of Davis Sherri Metzker Community Development & Sustainability 23 Russell Blvd., Suite 2, Davis (530) 757-5610 ext. 7239</p> | <p>City of Woodland Cindy Norris Planning Division 300 First Street, Woodland (530) 661-5911</p> | <p>City of Winters Kirk Skierski Community Development Department 318 First Street, Winters (530) 794-6714</p> |
|--|--|---|---|---|

YOLO HABITAT CONSERVANCY CONTACT INFORMATION

Address: PO Box 2202, Woodland, CA 95776 Phone: 530-666-8150 Email: info@yolohabitatconservancy.org

FOR STAFF USE ONLY

| | | | | |
|-----------------------|-----------------------------------|---------------------------------------|---|--|
| Project planner name | | | Phone number | |
| Email | | | Date | |
| Covered activity type | | | | |
| HCP/NCCP Application | <input type="checkbox"/> Complete | <input type="checkbox"/> Not complete | <input type="checkbox"/> Special Participating Entity | |

SECTION S

BIOLOGICAL RESOURCES PROTOCOLS

CANNABIS USE PERMIT PROTOCOLS FOR BIOLOGICAL RESOURCES

APPLICABLE CODE SECTIONS: 8-2.1408(D) Biological Resources; 8-2.1410(C)(2) Application Submittal and Processing Biological Resources Survey

BIOLOGICAL RESOURCES SURVEY REQUIRED: Cannabis use permit applicants that propose new ground disturbance and are not exempted activities (see “Biological Resources Survey Not Required”) must demonstrate compliance with the Yolo Habitat Conservation Plan/Natural Community Conservation Plan (HCP/NCCP) including mitigation for or avoidance of impacts to biological resources. Applicants shall provide a reconnaissance-level survey that satisfies the YHC requirements for a “planning level survey” of biological resources on or adjacent to areas of cannabis activities (see description below).

BIOLOGICAL RESEOURCES SURVEY NOT REQUIRED: Cannabis use permit applicants for previously licensed operations, existing or new activities involving minor or no new site grading or soil disturbance, and existing or new activities involving solely indoor activities within an existing building or structure are not required to provide a planning level survey. However, enough information about biological conditions at and near the site must be provided through the HCP/NCCP screening process to allow a determination of which Avoidance and Minimization Measures (AMMs) would be applicable. Examples of minor soil disturbance include, but are not limited to, vehicle parking or equipment staging on unpaved surfaces, replacement of property fencing, paving or gravel placement on existing unpaved access roads or parking areas, or other activities deemed minor by the County.

HCP/NCCP APPLICATION: In coordination with Yolo Habitat Conservancy (YHC) staff, applicants shall complete the Yolo HCP/NCCP Private Project Application Form as part of the cannabis use permit application process. A standard Application Fee will be required, and land cover fees will be assessed based on removal of fee-based land cover types (Box E of the Application form). Outdoor cannabis cultivated areas are considered agricultural land cover and are therefore not considered converted or otherwise impacted and those acres would not be included in Box E of the Application form or subject to the land cover fee. Outbuildings and other structures, or graded areas for storage, parking, or other uses where land cover is removed or converted, would be included in Box E of the Application form and subject to the land cover fee. Applicants shall also indicate all applicable AMMs in Box H of the Application form.

AVOIDANCE REQUIRED IF FEASIBLE: Cannabis activities must avoid all special status species and habitats where feasible. Applicants will be required to implement AMMs to reduce/minimize risk of take, and avoid impacts to federally listed covered species.

MITIGATION FOR STATE LISTED SPECIES ALLOWED: Cannabis activities must mitigate impacts to state listed/protected species pursuant to the Yolo HCP/NCCP and applicable State requirements when impacts cannot be avoided. Applicants will be required to implement AMMs to reduce/minimize risk of take for state-listed covered species.

MITIGATION FOR FEDERAL LISTED SPECIES NOT AVAILABLE: Because cannabis is an illegal activity at the federal level, there is no ability to mitigate for cannabis impacts to federally listed/protected species. Therefore the County is not able to issue a cannabis use permit to cannabis activities that would adversely affect any federally listed/protected species. Cannabis activities must avoid impacts to federally listed/protected species. Applicants will be required to implement AMMs if necessary, to avoid impacts to federally listed covered species. Federally listed species that are covered under the HCP/NCCP are

palmate-bracted bird's beak (PBBB), valley elderberry longhorn beetle (VELB), California tiger salamander (CTS), giant garter snake (GGS), western yellow-billed cuckoo, and least Bell's vireo.

PROJECTS WITHIN DELTA BOUNDARIES: Cannabis activities that fall within the legally established boundaries of the California Delta may have additional obligations under either the Delta Plan or the Delta Land Use and Resource Management Plan. Applicants for project sites located all or partially within Delta boundaries shall demonstrate compliance with applicable requirements.

PROJECTS NEAR WATER BODIES (e.g. lakes, ponds, rivers, creeks, sloughs, streams): Cannabis permit applicants must demonstrate compliance with a Lake or Streambed Agreement (LSA) pursuant to State Fish and Game Code 1602 if one is required. Permittees shall comply with the minimum 100-foot setback from lakes, perennial ponds, rivers, creeks, sloughs, and perennial streams as set forth in General Plan Policy CO-2.22, as applicable. Cannabis activities near water bodies shall implement HCP/NCCP AMMs 1 (Establish Resource Protection Buffers), 9 (Establish Resource Protection Buffers Around Sensitive Natural Communities), and 10 (Avoid and Minimize Effects on Wetlands and Waters).

REQUIREMENTS FOR BIOLOGICAL RESOURCES SURVEY: The intent of the survey is to fully characterize: 1) the presence of both special-status plant and animal species, and common biological resources, within and adjoining¹ the project site; 2) whether significant adverse impacts will occur to those resources; 3) appropriate measures to avoid or mitigate impacts to acceptable levels.

The survey must be prepared by a qualified biologist familiar with wildlife, plants, and habitats in Yolo County. The Yolo Habitat Conservancy (YHC) maintains a list of biologists qualified to prepare reports for purposes of gaining coverage under the Yolo HCP/NCCP. The County recommends use of biologists on this list. If habitat for any species covered by the HCP/NCCP occurs onsite, use of a YHC approved biologist is mandatory.

The survey must include the following items. The report shall be clearly organized in this manner and shall include a table of contents.

- a) A cover letter summarizing the results of the survey to the applicant and county. The biologist must provide a letter report to the applicant and the County with a determination, supported by sufficient evidence, whether special-status species and/or sensitive habitats are present or are likely to occur within the proposed activity footprint of the cannabis use. The cover letter shall summarize conclusions by species, and shall include acreage estimates with mapping of point (eg. nesting locations) and boundary (e.g. habitat areas) data.
- b) A regional map showing the location of the project site within the County. A project site map showing all legal parcels associated with the application, parcel and project site boundaries, APNs, parcel ownership, and a boundary around the project area (or "area of potential effect" [APE]) including all areas where cannabis activities will take place and any areas that would be affected by the cannabis activities.
- c) A project description, description of biological setting, and description of survey methodology.

¹ See Yolo HCP/NCCP Implementation Handbook Permitting Guide, Table 6-2, page 79, Conditions Triggering Survey.

- d) Identification of special-status plant, special-status wildlife, sensitive habitats (e.g., federally-protected wetlands, waters of the state, riparian habitat, sensitive natural communities) that have the potential to occur within and adjoining the project boundaries. Consideration of wildlife migration corridors, wildlife nursery sites, habitat fragmentation, and other similar concerns shall be addressed. This must rely on best available current data and reflect best practices including:
- Recent field survey of habitat and vegetation on the site
 - Yolo HCP/NCCP habitat and species information
 - Database searches of the California Natural Diversity Database and the California Native Plant Society Inventory of Rare and Endangered Plants of California
 - Other appropriate sources standard in the industry
- e) Land cover mapping, identification of natural communities, and assessment of the habitat suitability for special-status plants, special-status wildlife, and sensitive habitats identified as having potential to occur, consistent with the requirements of the Yolo HCP/NCCP for species covered by the plan, and consistent with Term 10 under Attachment A (General Requirements and Prohibitions) of SWRCB Order WQ 2019-0001-DWQ, if applicable.
- f) Assessment of impacts and identification of avoidance and mitigation measures. A recommendation regarding the need, if any, of additional protocol and/or pre-construction focused species-specific surveys shall be provided. If special-status plants, special-status wildlife, suitable habitat for these species, or sensitive habitats are identified as being impacted by the cannabis use, the following will apply:

Species Covered under the Yolo HCP/NCCP – If the cannabis use would result in a change in a fee-based land cover type, the applicant must pay the appropriate Yolo HCP/NCCP land cover fees and depending on the species potentially affected, must implement applicable AMMs. The applicant must avoid impacts if federally listed species by implementing no-disturbance buffers or redesigning the project until such time as federal permits, authorizations, and procedures/protocols under the HCP portion of the Yolo HCP/NCCP can be applied.

Special-Status Species Not Covered under the Yolo HCP/NCCP – If the cannabis use would result in potential impacts to species not covered under the Yolo HCP/NCCP, the applicant must apply biological resource protection measures consistent with state and local requirements as described below:

1. If CDFW Species of Special Concern, species listed only under CESA, nesting raptors and native birds protected under California Fish and Game Code, or plants considered by CDFW to be "rare, threatened, or endangered in California" are identified as being impacted by the cannabis use, the applicant must retain a qualified biologist to conduct protocol-level surveys for these species for which established, current surveying protocols are available (e.g., Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Natural Communities [CDFW 2018b], Staff Report on Burrowing Owl Mitigation [CDFG 2012]). If an established protocol is not available for a special-status species, the qualified biologist must consult with CDFW or USFWS to determine the survey protocol.

2. If CDFW Species of Special Concern, species listed only under CESA, or plants considered by CDFW to be "rare, threatened, or endangered in California" are identified as being impacted by the cannabis use, these species must be avoided by implementing no-disturbance buffers or redesigning the project, if feasible.
3. If avoidance of CDFW Species of Special Concern, species listed only under CESA, or plants considered by CDFW to be "rare, threatened, or endangered in California" is not feasible, the applicant must consult with CDFW to determine applicable, established minimization measures for the given species, and will implement these measures. If impacts on species listed under CESA are unavoidable, the applicant must submit an incidental take permit application to CDFW and receive take authorization before commencing development of the proposed activity footprint of the cannabis use. Conditions of incidental take authorization may include minimization measures to reduce impacts, and compensation for loss of the species including but not limited to purchasing credits from a CDFW-approved mitigation bank.
4. If species listed under both CESA and ESA or only under ESA are identified as being impacted by the cannabis use, the applicant must avoid impacts by implementing no-disturbance buffers or redesigning the project until such time as federal permits, authorizations, and procedures/protocols can be acquired.

Sensitive Habitats – If sensitive habitats, including federally-protected wetlands, waters of the state, riparian habitat, or sensitive natural communities (e.g., elderberry savanna, valley oak woodland) are identified within the proposed activity footprint of the cannabis use, these habitats must be avoided by implementing no-disturbance buffers as required by the SWRCB and the Yolo HCP/NCCP, such that the habitat is completely protected from direct and indirect adverse effects of project development. All ground disturbance, vegetation removal, and staging activities are prohibited within this no-disturbance buffer, which may require project redesign.

If wetland features are present and would be impacted by the cannabis activities, a delineation of waters of the United States, including identification of hydrology, hydric soils, and hydrophytic vegetation, by a qualified biologist is required to identify the exact extent of wetland features. If federally protected wetlands cannot be avoided by at least 50 feet, the proposed commercial cannabis operation will not be permitted until such time as cannabis uses may receive federal wetland permitting coverage under Section 404 of the CWA. (EIR MM BIO-1)

- g) Appropriate appendices and attachments including: species lists; survey forms; references and contacts; and the credentials substantiating the qualifications of the biologist including local habitat and species familiarity.

SECTION T

CULTURAL RESOURCES PROTOCOLS

CANNABIS USE PERMIT PROTOCOLS FOR CULTURAL RESOURCES

APPLICABLE CODE SECTIONS: 8.2-1408(H) Cultural Resources; Section 8-2.1409(D) Special Cannabis Restrictions and Concerns, Sensitive/Confidential Information; 8-2.1410(C)(1) Application Submittal and Processing, Cultural Resources Survey

CULTURAL RESOURCES SURVEY REQUIRED: Cannabis use permit applicants that propose new ground disturbance and are not exempted activities (see “Cultural Resources Survey Not Required”) must provide an intensive pedestrian-level survey of cultural resources on or adjacent to areas of cannabis activities that follows the requirements specified below (“Requirements for Cultural Resources Survey”).

CULTURAL RESOURCES SURVEY NOT REQUIRED: Cannabis use permit applicants for previously licensed operations, existing or new activities involving minor or no new site grading or soil disturbance, and existing or new activities involving solely indoor activities within an existing building or structure are not required to provide this survey. Examples of minor soil disturbance include, but are not limited to, vehicle parking or equipment staging on unpaved surfaces, replacement of property fencing, paving or gravel placement on existing unpaved access roads or parking areas, or other activities deemed minor by the County.

PROJECTS SUBJECT TO STATE WATER RESOURCES CONTROL BOARD (SWRCB) AUTHORITY: Applicants and site operations that require coverage under waste discharge requirements (WDRs) or a waiver of WDRs discharge waste must comply with applicable provisions and requirements of the SWRCB Cannabis Cultivation Policies (Terms 19 through 23 of Order WQ 2019-0001-DWQ) which includes protection measures for discovered cultural resources. Notwithstanding this requirement, the County imposes a buffer as described below.

REQUIREMENTS FOR CULTURAL RESOURCES SURVEY: This survey is an intensive pedestrian-level survey intended to fully characterize: 1) the presence of cultural, archeological, and historic resources located on the project site or impacted by the proposed project; 2) whether significant adverse impacts will occur to those resources; and 3) appropriate measures to avoid or mitigate impacts to acceptable levels.

The survey must be prepared by a qualified cultural resources specialist acceptable to the County. The survey must include the following items (General Plan Actions CO-A63 and CO-A64). The report shall be clearly organized in this manner and shall include a table of contents.

- a) A cover letter summarizing the results of the survey to the applicant and county that includes a summary of the study and a determination, supported by sufficient evidence, whether cultural resources are present or are likely to occur within the proposed activity footprint of the cannabis use. The technical report shall be appended to the cover letter.
- b) A regional map showing the location of the project site within the County. A project site map showing all legal parcels associated with the application, parcel and project site boundaries, APNs, parcel ownership, and a boundary around the project area (or “area of potential effects” [APE]) including all areas where cannabis activities will take place and any areas that would be affected by the cannabis activities.
- c) A project description, description of cultural resources setting, and description of survey methods.

- d) Identification of known cultural resources, and general resource sensitivity. This must rely on best available current data and reflect best practices including:
- Recent field survey of site
 - Records searches and literature reviews
 - Other appropriate sources standard in the industry
- e) Confidential mapping and identification of resources.
- f) Assessment of impacts and identification of avoidance and mitigation measures. A recommendation regarding the need, if any, for additional field work and/or construction oversight by construction monitors shall be provided. If onsite resources are identified, a mitigation plan is required to protect identified resources prior to issuance of permits.

As determined by the County based on substantial evidence and input from the cultural resources specialist, mitigation may include one or more of the following:

- Having a qualified archaeologist present during initial grading or trenching.
 - Redesign of the project to avoid cultural resources.
 - Capping the site with a layer of fill.
 - Excavation and removal of the cultural resources and curation in an appropriate facility by a qualified professional. GP (Policy CO-4.; GP Policy CO-4.13)
 - Enter into a cultural resources treatment agreement with the culturally affiliated Tribe.
 - Retain a qualified archaeologist to evaluate the site if cultural resources are discovered during the project construction. The archaeologist will have the authority to stop and redirect grading activities, in consultation with the culturally affiliated Tribe and their designated monitors, to evaluate the significance of any archaeological resources discovered on the property.
 - Coordinate with the culturally-affiliated Tribe to determine the extent of impacts to archaeological resources and to create appropriate mitigation to address any impacts.
 - Arrange for the monitoring of earth disturbing activities by members of the culturally affiliated Tribe, including all archaeological surveys, testing, and studies, to be compensated by the developer.
 - Implement the archaeologist's recommendations, subject to County approval.
 - Agree to relinquish ownership of all artifacts that are found on the project area to the culturally affiliated Tribe for proper treatment and disposition, unless required otherwise by another responsible agency or court of competent jurisdiction. (GP Policy CO-4.1; GP Policy CO-4.13)
- g) Appropriate appendices and attachments including: survey forms; references and contacts; and the credentials substantiating the qualifications of the cultural resource specialist.

POST-APPROVAL CULTURAL RESOURCE DISCOVERY: If cultural resources are encountered during construction or operations, workers shall not alter the materials or their context until an appropriately trained cultural resource consultant has evaluated the find and appropriate steps are taken in accordance with the subsections below. A minimum 100-foot buffer around the find shall be established upon its discovery. Project personnel shall not collect, photograph, or disturb cultural resources. Prehistoric resources include chert or obsidian flakes, projectile points, mortars, pestles, dark friable soil containing shell and bone dietary debris, heat-affected rock, or human burials. Historic resources include stone or

adobe foundations or walls, structures and remains with square nails, and refuse deposits often in old wells and privies. Cultural resources may take other forms as well.

POST-APPROVAL DISCOVERY OF HUMAN REMAINS: If human remains are discovered, permittees shall comply with Section 7050.5 of the California Health and Safety Code. Cultivation, grading/excavation, or other soil disturbance activities shall be immediately halted at the location of human remains and in the nearby area until the County Coroner has determined that the remains are not subject to the provisions of Section 27491 of the California Government Code or any other related provisions of law concerning investigation of the circumstances, manner and cause of any death, and the recommendations concerning the treatment and disposition of the human remains have been made to the person responsible for the excavation, in the manner provided in Section 5097.98 of the Public Resources Code.

If the coroner determines that the remains are not subject to his or her authority and the remains are recognized to be those of a Native American, the coroner shall contact the Native American Heritage Commission within 24 hours and disposition shall be as specified by Commission and in accordance with applicable requirements of State law. Native American remains shall be accorded culturally appropriate dignity, removal, reinterment, or other protection/disposition shall be as directed by the culturally affiliated Tribe(s) pursuant to a Treatment Plan or Treatment Agreement (or other comparable arrangement) completed and appropriately implemented before commencement of ground-disturbing activity in the affected area.

CULTURAL RESOURCE CONFIDENTIALITY: Cultural resource information and records are confidential. California Government Code Section 6254(r) and 6254.10; PRC Section 21082.3(c)(1); and California Environmental Quality Act (CEQA) Guidelines Section 15120(d).

SECTION U

ENERGY USE COMPLIANCE PROTOCOLS

CANNABIS USE PERMIT PROTOCOLS FOR ENERGY USE COMPLIANCE

APPLICABLE CODE SECTIONS: 8-2.1408(F) Building Design; 8-2.1408(O) Energy Use; 8-2.1408(N) Employee Services; 8-2.1408(Z) Lighting

CODE COMPLIANCE: Cannabis use permit applicants must demonstrate compliance with all applicable codes, standards, regulations, guidelines, and considerations related to energy compliance. This is satisfied by securing all required building permits for proposed uses and activities. Staff may propose conditions of approval to ensure or improve compliance.

PERMANENT POWER SOURCE: A permanent power source is required (e.g. electric utility, or solar/wind with battery back-up). This is satisfied by documenting service from a commercial power provider (such as PG&E or SMUD), or by installing (subject to securing required permits) onsite solar and/or wind power with battery storage. Onsite generation of energy from clean and/or renewable sources is encouraged.

INTERIOR AND EXTERIOR LIGHTING: Permittees shall satisfy all of the following:

- 1) All exterior lighting shall be operational, full cut-off, shielded, and downward facing.
- 2) Lighting shall not spill over onto other properties, structures, or the night sky.
- 3) Lighting inside indoor and mixed light operations shall be fully controlled so that minimal or no light escapes.
- 4) Lighting is prohibited in hoop houses.
- 5) Cultivators, nurseries and processing licensees must comply with Section 16304(a)(6) and (7) of the DCC Regulations. These state requirements are met by satisfying the County lighting and energy use requirements.
- 6) All lighting for indoor/enclosed spaces shall utilize LED bulbs, or equivalent or more efficient technology.
- 7) Greenhouses of all tiers and sizes shall ensure that lights used for cultivation are shrouded from sunset to sunrise to preclude nighttime glow, pursuant to Section 16304(a)(6) and (7) of the DCC Regulations. Nighttime light escape from cannabis greenhouses shall be controlled to the greatest extent feasible through the use of internal curtains or other equally or more effective methods that preclude the facility from emitting nighttime glow.

DEMONSTRATION OF ENERGY EFFICIENCY: Cannabis use permit applicants must demonstrate use of energy efficient best practices for each proposed use type. Applicants shall identify energy efficient steps taken in support of each requested cannabis license and quantify, if possible, the energy efficient outcomes of the systems/practices used. Examples include:

Outdoor Cultivation – weather-based irrigation systems; energy efficiency of vehicles and equipment; LED lighting fixtures; efficiency of irrigation systems.

Indoor Cultivation – split ductless air conditioning/heat pump units; chilled water systems for cooling and dehumidification; modulating hot-gas reheat forced-air systems; energy efficient commercial dehumidifiers; LED lighting fixtures; high-pressure sodium fixtures; management of peak electrical demand; measurement of energy performance over time.

Other Indoor Activities (processing, manufacturing, distribution, retail storefront) – green building design, construction, retrofit, operation; energy efficiency of vehicles and equipment; LED lighting fixtures; smart building energy monitoring and control; heat pump and induction technologies; 100% electric hot water and space heating technology/appliances/equipment; compliance with the County’s renewable and carbon-free energy requirements, below.

Retail Non-Storefront – energy efficient vehicles and equipment.

RENEWABLE AND CARBON-FREE ENERGY REQUIREMENTS: The permanent power source for cannabis use permit applicants must meet the Valley Clean Energy Alliance (VCEA) ultra-green or equivalent standard which is 100 percent renewable and 100 percent carbon-free.

STATE GHG EMISSIONS REDUCTION AND CARBON OFFSETS -- Cultivators, nurseries, and processing licensees must satisfy the requirements of Section 16305, Renewable Energy Requirements, of the DCC Regulations (effective January 1, 2023). This is satisfied by compliance with the County’s renewable and carbon-free energy requirements, above.

COUNTY CAP COMPLIANCE: Permittees are required to demonstrate compliance with the applicable provisions of the Yolo County Climate Action Plan (CAP), including energy efficiency measures for irrigation pumps and water efficiency requirements for buildings. The County CAP has five categories of strategies and measures, many of which are, or may be, applicable to cannabis use permits as summarized below. Staff will assess and make a recommendation regarding CAP compliance as a part of application review.

Agricultural:

Measure A-1, Reduce Nitrogen Fertilizer Application Rates. This measure applies to cannabis cultivation (indoor or outdoor) and nurseries. Applicant shall identify and quantify measures to reduce application rates for nitrogen. Applicants that are required to submit a Nitrogen Management Plan to the CRWQCB shall include this with their application.

Measure A-2, Reduce Fossil Fuel Consumption In Field Equipment. This measure applies to cannabis cultivation (indoor and outdoor) and nurseries. Applicant shall identify and quantify measures to reduce fuel use. If field equipment is less than five years old, the applicant may document this and no further action is necessary.

Measure A-3, Reduce Energy Use In Agricultural Irrigation Pumping. This measure applies to cannabis cultivation and nurseries. Applicants shall document on an annotated map the number, location, and power source for irrigation pumps/wells, and confirm they are powered by 100 percent renewable and carbon-free sources, pursuant to the County’s renewable and carbon-free energy requirements, above. Staff may propose conditions of approval to ensure or improve compliance for diesel powered pumps.

Measure A-6, Sequester Carbon In Agricultural Landscapes. Riparian forest agricultural hedgerows are strongly encouraged. Applicants shall identify proposed landscaping species and design that will sequester atmospheric carbon consistent with this measure, screen cannabis activities pursuant to Section 8-2.1408(KK) Screening, and provide shading, aesthetic, and edge habitat value.

Other Supporting Measures. If applicable, applicants shall also identify use of conservation tillage practices, steps taken to ensure local consumption and use of products, and use of alternative irrigation

techniques that reduce water use. Applicants may report on other actions and practices that reduce GHG emissions and conserve energy.

Transportation and Land Use:

Measure T-1, Reduce Vehicle Miles Traveled (VMT) In New Development. This measure applies indirectly to all cannabis activities. Applicants shall identify actions taken to minimize project VMT, including employee ridesharing activities, and steps and activities undertaken to minimize vehicle trips.

Energy:

Measure E-1, Pursue A Community Choice Aggregation Program. This measure indirectly applies to all cannabis activities. Yolo County has formed, and is a member of, a community choice aggregation entity operating as VCEA. Cannabis operators may purchase energy through this alliance, or through other sources, but must achieve 100% renewable and 100% carbon-free. Applicants who purchase energy through VCEA shall identify this in their application.

Measure E-2, Reduce Energy Consumption in Existing Residential and Non-Residential Units. This measure applies to all cannabis activities with structures/buildings. Applicants shall identify all onsite structures and buildings, steps taken to reduce energy consumption in each, and quantified estimates of reduction.

Measure E-3, Reduce Energy Consumption in New Residential and Non-Residential Units. This measure applies to all cannabis activities with proposed structures/buildings. Building plans shall be compliant with CALGreen standards (California Green Building Standards Code, Title 24, part 11, of the California Code of Regulations).

Measure E-4, Increase On-Site Renewable Energy Generation to Reduce Demand for Grid Energy. This measure applies to all cannabis activities. Demonstration of energy efficiency (as described above) and compliance with the County's renewable and carbon-free energy requirements (also described above) demonstrate compliance with this measure.

Measure E-5, Promote On-Farm Renewable Energy Facilities. This measure applies to all cannabis activities. Installation of onsite generation of energy from clean and/or renewable sources, as described above, would demonstrate compliance with this measure. Applicants that have installed onsite power systems shall describe this in their application.

Measure E-7, Promote Weather-Based Irrigation Systems and Water Efficient Turf Management. Use of weather-based irrigation controllers applies to cannabis cultivation (indoor and outdoor) and nursery operations. Applicants shall demonstrate compliance with this measure by submitting information about the type of system/controller in use and estimated resulting reduction in use.

Other Supporting Measures. Applicants shall also identify use of energy efficient appliances, lighting, and equipment, in compliance with Demonstration of Energy Efficiency (above) and Renewable and Carbon-Free Energy requirements (also described above). Applicants shall describe and implement automated and energy efficient technologies for manufacturing processes, and water efficient technology for proposed new construction. Applicants should report on other actions and practices that reduce/conserve energy.