



COUNTY OF LAKE  
COMMUNITY DEVELOPMENT DEPARTMENT  
Planning Division  
Courthouse - 255 N. Forbes Street  
Lakeport, California 95453  
Telephone: (707) 263-2221 FAX: (707) 263-2225

Mireya G. Turner  
Community Development Director

**SPECIAL MEETING**  
**Cannabis Task Force Meeting**  
**Monday, February 12, 2024 - 1:00 PM**  
**Conference Room C**  
**Agenda**

1. Welcome
2. Roll Call of Task Force Members
3. Board of Supervisors Update
4. Consideration of Minutes from the January 22, 2024, Task Force Meeting
5. Consideration of General Requirements for all Cannabis Activities
  - A. County Permit Requirements
  - B. State License Requirements
  - C. Business Entity Requirements
  - D. Property Owner's Approval
  - E. Background Checks & Clearances
6. Review of General Requirements for all Cannabis Activities
  - F. Activity Records
  - G. Track and Trace
  - H. Weights and Measures
  - I. Compliance Monitoring
  - J. Annual Reports & Inspections
  - K. Complaint Records
  - L. Identification of Emergency Contacts
7. Public Comments
8. Adjournment

**NEXT MEETING DATE: TUESDAY, FEBRUARY 20<sup>TH</sup>, 2024, AT 1 PM, IN CONFERENCE ROOM C**

Cannabis Ordinance Task Force Agendas and Minutes  
<https://www.lakecountyca.gov/AgendaCenter/Cannabis-Task-Force-24>

Chapter 21 of the Municipal Code – The Zoning Ordinance (Article 27 – Commercial Cannabis)  
<https://www.lakecountyca.gov/460/Zoning-Ordinance>

Ordinances and Resolutions  
<https://www.lakecountyca.gov/563/Ordinances-Resolutions>



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Cannabis Ordinance Task Force Resource Documents from Meetings  
<https://www.lakecountyca.gov/455/Cannabis>

Agricultural Exempt & Temporary Cannabis Processing Structures Ordinance  
<https://ceqanet.opr.ca.gov/2023080076>

Cannabis Ordinance Task Force Zoom Meeting  
<https://lakecounty.zoom.us/j/91777885441>

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**County of Lake  
Cannabis Ordinance Task Force  
Meeting Minutes – Draft  
Conference Room C  
January 22, 2024, 1:00 p.m.**

255 North Forbes Street  
Lakeport CA 95453

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**Staff Present**

Mireya G. Turner, Community Development Director  
Andrew Amelung, Cannabis Program Manager – Present on Zoom  
Ruby Mitts, Office Assistant III

**Task Force Members Present**

Rebecca Harper – Farm Bureau  
Paul Bleuss – Fire District Representative  
William Weiss – North Lake County  
Jennifer Smith – Lake County Cannabis Alliance – Present at 1:09 pm  
Katherine Vanderwall – Agricultural Commissioner  
Nara Dahlbacka – Cannabis Industry  
VACANT – South Lake County

**Task Force Members Not Present**

Robert Geary – Tribal Representative

**1. Welcome**

The meeting was called to order by Cannabis Program Manager Andrew Amelung at 1:05 p.m.

**2. Roll Call of Task Force Members**

Roll Call was taken by Office Assistant III Ruby Mitts at 1:06 p.m.

Present: Rebecca Harper, Paul Bleuss, William Weiss, Jennifer Smith, Katherine Vanderwall, and Nara Dahlbacka

Not Present: Robert Geary

**3. Consideration of Minutes from the November 27, 2023, Task Force Meeting**

Cannabis Program Manager, Andrew Amelung, opened the discussion for Consideration of Minutes from November 27, 2023, Cannabis Ordinance Task Force Meeting.

Director Mireya Turner opened public input. No one wished to speak, and public input was closed.

Nara Dahlbacka motioned, seconded by Rebecca Harper, to approve the Minutes from November 27, 2023, Cannabis Ordinance Task Force Meeting.

The motion carried by the following vote:

Ayes: Rebecca Harper, Paul Bleuss, William Weiss, Jennifer Smith, Katherine Vanderwall, and Nara Dahlbacka

Noes: None

**4. Consideration of Minutes from the January 8, 2024, Task Force Meeting**

Director Mireya Turner opened the discussion for consideration of Minutes from January 8, 2024, Cannabis Ordinance Task Force Meeting.

Director Mireya Turner opened public input. The following people spoke: Holly Harris. No one else wished to speak, and public input was closed.

Katherine Vanderwall motioned, seconded by William Weiss, to approve the Minutes from the January 8, 2024, Cannabis Ordinance Task Force Meeting.

Ayes: Rebecca Harper, Paul Bleuss, William Weiss, Jennifer Smith, and Katherine Vanderwall

Noes: None

Abstains: Nara Dahlbacka

**5. Review of Updated Draft Outline of Article 73**

Cannabis Program Manager, Andrew Amelung, opened the discussion to review of updated Draft Outline of Article 73.

Director Mireya Turner opened public input. The following people spoke: Holly Harris and Margaux Kambara. No one else wished to speak, and public input was closed.

This discussion was informational only, no action was taken.

**6. Review of General Requirements for all Cannabis Activities**

Cannabis Program Manager Andrew Amelung opened the discussion to review General Requirements for all cannabis activities.

Director Mireya Turner opened public input. The following people spoke: Holly Harris and Margaux Kambara. No one wished to speak, and public input was closed.

This discussion was informational only, no action was taken.

**7. Public Comments**

Cannabis Program Manager Andrew Amelung opened public comment at 2:25 p.m. No one wished to speak, and public comment was closed at 2:26 p.m.

**8. Adjournment**

The meeting was adjourned at 2:27 p.m.



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Cannabis Ordinance Task Force Meeting  
Monday, February 5, 2024 - 1:00 PM  
Conference Room C

**Draft Outline of Article 73 – The Cannabis Ordinance V3.0**

**I. Purpose**

A. Vision Statement

**II. Applicability & Uses Permitted**

**A. Permitted Cannabis Cultivation Activities**

1. Cultivation of Cannabis
2. Cultivation Processing Activities
3. Cultivation Accessory Uses
4. Small Cultivation Licenses & Permits
5. Medium Licenses & Permits
6. Large Licenses & Permits
7. Nurseries Licenses & Permits
8. Cultivation Processing Licenses & Permits

**B. Permitted Cannabis Manufacturing Activities**

1. Manufacturing of Cannabis Products
2. Manufacturing Accessory Uses
3. Infusion & Packaging Licenses & Permits
4. Non-Volatile Licenses & Permits
5. Shared Non-Volatile Licenses & Permits
6. Volatile Licenses & Permits
7. Shared Volatile Licenses & Permits

**C. Permitted Cannabis Testing Laboratory Activities**

1. Testing of Cannabis
2. Testing Accessory Uses
3. Testing Laboratory Licenses and Permits

**D. Permitted Cannabis Retail Sales Activities**

1. Retail Sales of Cannabis Products
2. Retail Accessory Uses
3. Delivery Only Licenses & Permits
4. Retail Storefront Licenses & Permits
5. Retail Storefront with Onsite Consumption Licenses & Permits



### **E. Permitted Cannabis Processing & Distribution Activities**

1. Processing & Distribution of Cannabis Products
2. Processing & Distribution Accessory Uses
3. Processing & Distributor Licenses & Permits
4. Distributor Transport Only Licenses & Permits
5. Distributor Self-Transport Only Licenses & Permits

### **F. Permitted Cannabis Event Activities**

1. Events (Small & Large)
2. Events with Onsite Consumption
3. Event Accessory Uses
4. Event Licenses & Permits

### **G. Permitted Personal & Medicinal Use Activities**

1. Personal & Medicinal Use of Cannabis
2. Personal & Medicinal Use Permits

## **III. General Requirements for All Cannabis Activities**

### **A. County Permit Requirements**

1. Article 41 – General Performance Standards
2. Article 49 – Zoning Permit
3. Article 50 – Minor Use Permit
4. Article 51 – Major Use Permit
5. Article 54 – Design Review Permit
6. Article 55 – Applications
7. Article 56 – Development Review Permit
8. Lake County General Plan
9. Lake County Community Area Plans
10. California Environmental Quality Act

### **Motion for Consideration**

- a. Provide an informative statement in this section summarizing these requirements as standard requirements for all County Use Permits
- b. As standard requirements, a statement is not necessary in this section
- c. Provide an ammended statement highlighting fewer or more than the listed requirements above



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## B. State License Requirements

### 1. Department of Cannabis Control Requirements, *as amended*

#### 27.13(at)(1)(ii)(a)

*State licensure and permits as required. A person or entity shall not engage in the commercial cultivation of cannabis without first obtaining a Lake County minor or major use permit, a state cannabis cultivation license, and applicable permits such as from Department of Cannabis Control, Department of Food and Agriculture, Department of Pesticide Regulation, Department of Fish and Wildlife, the State Water Resources Control Board, Board of Forestry and Fire Protection, Central Valley or North Coast Regional Water Quality Control Board, Department of Public Health, and Department of Consumer Affairs, as appropriate.*

#### **Motion for Consideration**

- a. Maintain the current language for State License Requirements with the listed agencies
- b. Remove the listed agencies and provide a broader more encompassing such as the first sentence
- c. Either a or b above, with the statement "as amended" to anticipate future regulation changes for state agencies

## C. Business Entity Requirements

#### 27.13(at)(1)(ii)(e)

##### *Applicant*

*If the applicant is other than a natural person (including general partnerships of more than one individual natural person), the applicant must provide documentation regarding the nature of the entity and the names of the individual natural persons who manage, own or control the entity. The most common entities are corporations, limited liability companies (LLCs), limited partnerships (LPs), or trusts. These entities can be multi-layered and/or interlocking, e.g. a corporation can be owned by another corporation. If that is the case, documents for those other related entities are needed until the individual natural persons who manage, own or control the entities can be identified.*

##### *a. For Corporations:*

- (1) Articles of Incorporation – file stamped by the state agency where incorporated.*
- (2) If not a California Corporation, the registration filed to do business in California must be stamped by the CA Secretary of State.*
- (3) A list of the officers and directors of the corporation (this could be a single person).*
- (4) The agent for service of process and business office address in California.*



- (5) *A list of the shareholders of the corporation (again, it could be a single person and the same as the officer/director). If it is a large, publicly held corporation with many shareholders, contact the Department for direction.*
  - (6) *If a non-profit mutual benefit corporation (common under pre-MMRSA practice for cannabis operations), a list of the members instead of the shareholders.*
  - (7) *A resolution of the board of directors authorizing the individual who will sign the application and other documents on behalf of the corporation to do so.*
- b. *For Cannabis Cooperative Associations:*
- (1) *Articles of Incorporation – file stamped by the state agency where incorporated.*
  - (2) *A list of the officers and directors of the corporation.*
  - (3) *The agent for service of process and business office address in California.*
  - (4) *A list of the shareholders of the cooperative association. For the purpose of associations organized without shares of stock, the members shall be deemed to be “shareholders” as the term is used in the General Corporation Law.*
  - (5) *By-laws*
  - (6) *A resolution of the Board of Directors authorizing the individual who will sign the application and other documents on behalf of the corporation to do so.*
- c. *For Limited Liability Companies:*
- (1) *Articles of Organization – file stamped by the state agency where formed If not a California LLC, or the registration to do business in California file stamped by the CA Secretary of State.*
  - (2) *A list of the managing member or members of the company.*
  - (3) *The agent for service of process and business office address in California.*
  - (4) *A list of any other members of the company.*
  - (5) *The application and other documents submitted on behalf of the LLC must be signed by a managing member.*
- d. *For Limited Partnerships:*
- (1) *Certificate of Limited Partnership – file stamped by the state agency where filed.*
  - (2) *If not a California LP, the registration to do business in California file must be stamped by the CA Secretary of State.*
  - (3) *The identity of the General Partner or partners.*
  - (4) *The agent for service of process and business office address in California.*
  - (5) *A list of the limited partners of the LP.*
  - (6) *The application and other documents submitted on behalf of the LP must be signed by a general partner.*
- e. *For Trusts:*
- (1) *The Declaration of Trust or Statement of Trust.*
  - (2) *The name and address of the Trustee or trustees.*
  - (3) *A list of the names beneficiaries of the trust with a vested interest in the property held by the trust (check with County Counsel for explanation and details if needed).*
  - (4) *The application and other documents submitted on behalf of the trust must be signed by a Trustee.*





### **Motion for Consideration**

- a. Maintain the current language for Business Entity Requirements
- b. Remove or add any sections of the current language

## **D. Property Owner's Approval**

### **27.13(at)(1)(ii)(i)**

*If the property where the cannabis activity is to be located is not owned by the applicant, written approval shall be obtained from the property owner(s), containing the property owner(s) notarized signature that authorizes the tenant or lessee to cultivate cannabis at the site. A copy of the written approval shall be maintained by the tenant or lessee and made available for review by enforcement officials upon request. Written approvals shall be renewed annually.*

### **Motion for Consideration**

- a. Maintain the current language for Property Owner Approval with the listed agencies
- b. Ammend the current language
- c. Either a or b above, while requiring the property owner to be a coapplicant

## **E. Background Checks & Clearances**

### **27.13(at)(1)(ii) - (f), (g), & (h)**

#### **Background Checks:**

*All applicants and employees shall undergo a background check by the Lake County Sheriff Department. An individual may fail the background check if employee has been convicted of an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, except that if the sheriff determines that the applicant or permittee is otherwise suitable to be issued a license and granting the license would not compromise public safety, the sheriff shall conduct a thorough review of the nature of the crime, conviction, circumstances, and evidence of rehabilitation of the applicant, and shall evaluate the suitability of the applicant or permittee be issued a license based on the evidence found through the review. In determining which offenses are substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, the sheriff shall include, but not be limited to, the conditions described in Section 26057 of the California Business and Professions Code.*

#### *Application for Background Clearance for a County Permit*

*(1) An applicant for a commercial cannabis cultivation permit shall do all of the following:*



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- (i) *Each applicant and employee shall electronically submit to the Department of Justice fingerprint images and related information required by the Department of Justice for the purpose of obtaining information as to the existence and content of a record of state or federal convictions and arrests, and information as to the existence and content of a record of state or federal convictions and arrests for which the Department of Justice establishes that the person is free on bail or on his or her own recognizance, pending trial or appeal.*
- (ii) *The Sheriff's Office shall request from the Department of Justice subsequent notification service, as provided pursuant to Section 11105.2 of the Penal Code, for applicants.*
- (iii) *The applicant will be responsible to pay any fee the Department of Justice charges as set by the Department of Justice and sufficient to cover the reasonable cost of processing the requests described in this paragraph.*

**Qualifications for a Minor or Major Use Permit:**

*The County may deny a minor or major use permit (permit) or the renewal of a permit if any of the following conditions apply:*

- (1) Failure to comply with the provisions of this chapter or any rule or regulation adopted pursuant to this chapter, including but not limited to, any requirement imposed to protect natural resources, in-stream flow, water quality, and fish and wildlife.*
- (2) The applicant has failed to provide information required by the Lake County Zoning Ordinance.*
- (3) The applicant, owner, or permittee has been convicted of an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, except that if the Lake County Sheriff finds that the applicant, owner, or permittee is otherwise suitable to be issued a permit, and granting the permit would not compromise public safety, the Lake County Sheriff shall conduct a thorough review of the nature of the crime, conviction, circumstances, and evidence of rehabilitation of the applicant or owner, and shall evaluate the suitability of the applicant, owner, or permittee to be issued a permit based on the evidence found through the review.*

**Motion for Consideration**

- a. Maintain the current language for Background Checks and Clearances
- b. Amend the language
- c. Remove the requirements for Background Checks and Clearances

**F. Activity Records**

**27.13(at)(1)(ii)(i)**

*Records*

- a. An applicant shall keep accurate records of commercial cannabis activity.*
- b. All records related to commercial cannabis activity as defined by the state licensing authorities shall be maintained for a minimum of seven years.*



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*c. The County may examine the books and records of an applicant and inspect the premises of a permittee when the County deems necessary to perform its duties under this division. All inspections shall be conducted during standard business hours of the permitted facility or at any other reasonable time.*

*d. Applicants shall keep records identified by the County on the premises of the location permitted. The County may make any examination of the records of any applicant. Applicants shall also provide and deliver copies of such documents to the County upon request.*

*e. An applicant, or its agent or employee, that refuses, impedes, obstructs, or interferes with an inspection of the premises or records of the applicant pursuant to this section, has engaged in a violation of this article.*

## **G. Track and Trace**

### **27.13(at)(1)(ii)(n)**

Track and Trace:

*All permittees shall comply with the State of California Track and Trace requirements.*

## **H. Weights and Measures**

### **27.13(at)(1)(ii)(o)**

Weights and Measures

*All permittees shall comply with the State of California Weights and Measures requirements found in the California Food and Agriculture Code, California Code of Regulations, and the California Business and Professions Code.*

## **I. Compliance Monitoring**

### **27.13(at)(4)**

Compliance monitoring

- i. A compliance monitoring inspection of the cultivation site shall be conducted annually during growing season.
- ii. The permittee shall pay a compliance monitoring fee established by resolution of the Board of Supervisors prior to the inspection.
- iii. If there are no violations of the County permit or state license during the first five years, the inspection frequency may be reduced by the Director to not less than once every five years.



## J. Annual Reports & Inspections

### 27.13(at)(4)

#### Annual Reports

##### Performance Review

- (a) All cannabis permittees shall submit a “Performance Review Report” on an annual basis from their initial date of operation for review and approval by the Planning Commission. The Planning Commission may delegate review of the annual Performance Review Report to the Director at the time of the initial hearing or at any time thereafter. This annual “Performance Review Report” is intended to identify the effectiveness of the approved minor or major use permit, Operations Manual, Operating Standards, and conditions of approval, as well as the identification and implementation of additional procedures as deemed necessary. In the event the Planning Commission identifies problems with specific Performance Review Report that could potentially lead to revocation of the associated minor or major use permit, the Planning Commission may require the submittal of more frequent “Performance Review Reports.”
- (b) Pursuant to sub-section 5. i. above, the premises shall be inspected by the Department on an annual basis, or less frequently if approved by the Director. A copy of the results from this inspection shall be given to the permittee for inclusion in their “Performance Review Report” to the Department.
- (c) Compliance monitoring fees pursuant to the County’s adopted master fee schedule shall be paid by permittee and accompany the “Performance Review Report” for costs associated the review of the report by County staff.
- (d) Non-compliance by permittee in allowing the inspection by the Department, or refusal to pay the required fees, or noncompliance in submitting the annual “Performance Review Report” for review by the Planning Commission shall be deemed grounds for a revocation of the development permit or use permit and subject the holder of the permit(s) to the penalties outlined in this Code.

## K. Complaint Records

### 27.13(au)(19)

The permittee shall maintain a record of all complaints and resolution of complaints and provide a tally and summary of issues the annual Performance Review Report.

## L. Identification of Emergency Contacts

### 27.13(au)(18)

Identification of emergency contact(s) that is/are available 24 hours/seven(7) days a week including holidays. The plan shall include the name, phonenumber and facsimile number or email address of an individual working oncannabis manufacturing premises, to whom notice of problems associatedwith the operation of the cannabis manufacturing



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establishment can be provided. The cannabis manufacturing establishment shall keep this information current at all times. The applicant shall make every good faith effort to encourage neighborhood residents to call this designated person to resolve operating problems, if any, before any calls or complaints are made to the County.

#### **IV. Restrictions & Prohibited Activities**

##### **A. Prohibited Activities**

1. Tree Removal
2. Water Use
3. Odor
4. Electrical Generators
5. Lights
6. Pesticides

##### **B. Protection of Minors**

##### **C. Exclusion Zones**

1. Proximity Specifications
2. Proximity to Community Growth Boundaries
3. Proximity to Substandard Older Subdivisions
4. Proximity to Public Lands
5. Proximity to Incorporated City Sphere of Influence
6. Proximity to Public or Private Schools
7. Proximity to Public Parks with Playground Equipment
8. Proximity to Drug or Alcohol Rehabilitation Facilities
9. Proximity to Childcare Facilities, Nursery Schools, Churches, and Youth-Oriented Facilities
10. Proximity to Federal Indian Trust Lands
11. Specific Cultivation Exclusion Zones
12. Specific Retail Exclusion Zones
13. Specific Processing Exclusion Zones
14. Specific Distribution Exclusion Zones
15. Specific Manufacturing Exclusion Zones
16. Specific Event Exclusion Zones

#### **V. General Development & Performance Standards**

##### **A. Development Standards**

1. Access Standards
2. Project Scope & Size Limitations
3. Setbacks from Property Line
4. Setbacks from Residences
5. Setbacks from Water Bodies and Watercourses



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6. State & Local Laws on Hazardous Materials
7. Department of Public Health Minimum Standards
8. Lake County Building Official Approval
9. Chief of Fire District Approval
10. Orientation of Project Site
11. Collection of Permits and Clustering
12. PRC 4290 & 4291 SRA Requirements
13. Farmland Protection Zone
14. Combining District Development Standards
  - a. Scenic Combining District (SC)
15. Specific Cultivation Development Standards
16. Specific Processing Development Standards
17. Specific Manufacturing Development Standards
18. Specific Distribution Development Standards
19. Specific Retail Sales Development Standards
20. Specific Event Development Standards

**B. Performance Standards**

1. Sign Standards
2. Design Standards
3. Circulation, Parking, & Loading Standards
4. Landscape Standards
5. Glare and Heat Standards
6. Security & Prevention of Theft
7. Video Surveillance
8. Enclosed Locked Structures
9. Fences and Access Points
10. Square Footage & Floorplans
11. California Fire Code (CFC) Section 202 – Hazardous Materials
12. Group F-1 Occupancy – Factory Industrial Moderate-Hazard
13. Carbon Dioxide for Manufacturing
14. Chapter 38 of California Fire Code
  - a. Extraction Room
  - b. Means of Egress
  - c. Staffing
  - d. Operator Training
  - e. Signage
  - f. Equipment
  - g. Change of Extraction Medium
  - h. Liquefied Petroleum Gas Extraction
  - i. Flammable and Combustible Liquid Extraction
  - j. Carbon Dioxide Extraction
15. Specific Cultivation Performance Standards
  - a. Hours of Operation



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16. Specific Processing Performance Standards
  - a. Hours of Operation
17. Specific Manufacturing Performance Standards
  - a. Hours of Operation
18. Specific Distribution Performance Standards
  - a. Hours of Operation
19. Specific Retail Sales Performance Standards
  - a. Hours of Operation
20. Specific Event Performance Standards
  - a. Hours of Operation

## **VI. Administrative Processes & Procedures**

### **A. Application Requirements**

1. Pre-Application Conference Requirements
2. Required Application Documents
  - a. Applicant's Full Contact Information
  - b. Project Name & Location
  - c. Property Owner's Name, Address, & Contact Information
  - d. Pre-Application Conference Documentation
  - e. State License(s) Identification
  - f. Proof of Livescan and Background Clearance
  - g. Copy of Government-Issued Identification
  - h. Business Entity Registration
  - i. List of Managing Members of the Company
  - j. Business Office Address in California
  - k. Notice of Applicability with the Central Valley Regional Water Quality Control Board
  - l. Well Completion or Performance Report
  - m. Projected Monthly and Annual Water Use
  - n. Evidence of Envirostar database hazardous materials record search
  - o. Notarized Letter of Authorization of Consultation
  - p. Project Description
  - q. Biological Assessment Report
  - r. Archaeological Assessment Report
  - s. Hydrological Assessment Report
  - t. Property Management Plan
    - i. Air Quality Management Plan
    - ii. Water Management Plan
    - iii. Drought Management Plan
    - iv. Security Management Plan
    - v. Stormwater & Erosion Control Plan



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- vi. Hazardous Material Management Plan
- vii. Grading Plans
- viii. Solid Waste Management Plan
- ix. Vegetative Waste Disposal Management Plan
- x. Growing Medium Management Plan
- xi. Energy Use Plan
- xii. Pest Management Plan
- xiii. Fish & Wildlife Protection Plan
- xiv. Biological & Cultural Resources Mitigation Plan

### 3. Site Plan Requirements

- a. Site Plan of Existing Conditions
- b. Site Plan of Project Proposal
- c. Cannabis Related Structures
- d. Structure Elevations
- e. Proposed Cultivation Area and Canopy Area
- f. All Water Sources for Cannabis Activities
- g. All Power Sources for Cannabis Activities
- h. All Required Setbacks
- i. Security Site Plans
- j. Grading & Drainage Site Plans
- k. Separate Biological & Cultural Resources Site Plans
- l. Staged Development Site Plans

### 4. Additional Requirements

#### **B. Application Process**

1. Application Completeness Review
2. Agency & Tribal Notification & Review
3. CEQA Review & Environmental Analysis
4. Planning Commission Hearings & Determinations
5. Appeal Process

#### **C. Renewal of Use Permit**

1. Renewal Process

#### **D. Expiration, Revocation & Withdrawal of Use Permit**

1. Expiration Process
2. Revocation Process
3. Withdrawal Process



## **Andrew Amelung**

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**From:** rtnc <rtnc@sonic.net>  
**Sent:** Tuesday, January 30, 2024 1:56 PM  
**To:** Mireya Turner; Andrew Amelung  
**Cc:** Eddie Crandell; williamdweiss@gmail.com  
**Subject:** [EXTERNAL] COTF South County Position

Hello Mireya and Andrew:

As the COTF is going into the fourth month without full public representation, we are requesting that all considerations/voting regarding public issues (setbacks, exclusion zones, development and performance standards, etc.) be postponed until after the South County position has been selected and seated.

We bring this up as CDD stated in the last meeting - in response to a task force member question - that they would be modifying the agendas to allow discussion and voting on issues, in order to move the process along.

We did see the public notice a few days ago, stating applications for the South County position are due on February 20th and would be presented to the BOS at the Feb. 27th meeting.

Possibly the next two February meetings could center around housekeeping issues such as a continuation of General Requirements (property owner approval, activity records, weights and measures, track and trace) and Section VII regarding Administrative Processes and Procedures.

This would also give the BOS time to discuss the Zoning/Permit table, and CDD to incorporate changes - if any - into the documentation and direction.

Thank you in advance for your consideration.

Holly Harris