

**PROJECT DESCRIPTION:
3320 INDUSTRIAL DRIVE
SANTA ROSA, CA**

*Conditional Use Permit Application for
Commercial Cannabis Cultivation*

July 2017

City of Santa Rosa

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Planning & Economic
Development Department

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BACKGROUND

In February of 2016, the City of Santa Rosa proposed ordinance 40-60, which allows for Indoor Commercial Cannabis Cultivation within the city limits. On March 15, 2016, that ordinance was adopted and added to the City Code as Chapter 20 – 46.

Indyone, LLC., the Applicant, proposes to use a building of approximately 20,000 square feet located at 3320 Industrial Drive and obtain a Conditional Use Permit for indoor cannabis cultivation.

Currently the building is being used as a warehouse for textiles. There are no employees that work at the building and there have not been any for several years. Our intended use of the building will not require any displacement or relocations of an existing business.

ZONING & SCHOOLS

Presently, the building is Zoned, IL, Light Industrial, one of the designated zoning districts where this use is allowed. Additionally, the building is in an area classified as Light Industry within the General Plan of the City.

The area around the subject property is industrial in nature. The building sits on Industrial Drive in the North West Industrial District of the City of Santa Rosa. Every property surrounding the Subject Property is Industrial in nature.

The Subject Property is approximately 937 feet from the closets school, Schaefer Elementary. The closest residential parcel is approximately 470 feet directly to the West of the Subject Property.

BUILDING CHANGES

This application proposes no external changes to the building.

Presently the interior of the building is mostly open. Our attached architectural plans demonstrate a healthy functioning working environment. All the internal demising walls have been designed to meet Santa Rosa Fire and Building Code requirements.

We will be upgrading the HVAC systems and the power systems of the building to accommodate the cannabis cultivation use. The power upgrade will be completed with PG&E approval and oversight. The HVAC upgrades will comply with Title 24. The internal power distribution will be completed according to Santa Rosa Uniform Building Code.

PARKING & LANDSCAPING

Currently the building has 26 parking spaces. The operation of the cannabis cultivation will have approximately 20 employees during peak business operations. The total possible peak demand for parking spaces for employees will be 20 spaces. The existing parking of 26 spaces will provide more than sufficient parking for all employees at all times.

There is existing landscaping at the front of the building that will remain. There are no trees on the Subject Property.

VEHICLE TRIPS

The standard staffing for this operation will be 10 full time employees. These employees will be monitoring the garden and keeping the operations going on a day-to-day basis.

Two days a week there will be an additional crew of approximately 10 people who come to the facility in order to trim the cannabis flowers. This is an integral part of the process where by the flowers of the plant are removed from the stems of the plant. (More information on this subject in the *Cannabis Cultivation* section below)

DELIVERIES TO AND FROM BUILDING

All deliveries of sensitive plant material will be delivered into the loading bay of the facility, located in the North East corner of the building. This loading bay, in conjunction with the existing fence around the rear of the building will act as a sally port. Likewise all export of finished plant material will be loaded into delivery vehicles within the loading area. This Sally Port design will prevent direct access to sensitive areas of the building while loading is happening. Furthermore, all vehicles containing finished product will be unmarked vehicles with no indication of the contents of the cargo inside.

SECURITY

We will be implementing a security plan for this building consisting of Controlled Access to the building, 24 hour a day security, Monitored Security System, Access Control, Surveillance Cameras, and Exterior Lighting.

Should there be any security or operational issues that arise, the building owner and the facility manager will be available 24 hours a day to respond to any concerns. The on-duty security officer will have a phone list with emergency contact numbers on it for all ownership and management personnel.

Access to Building:

Only registered and known individuals will be able to access this building. There is no public facing dispensing of medical product, and there is no public access of any kind to the building. Only individuals that have an appointment, or who are members of staff will be admitted to the facility.

All staff members will be subject to criminal background checks as a part of their application for employment at the facility.

24/7 Security Guards:

First Security Services, a Santa Rosa security company, will provide full time manned security at the facility. This individual will be stationed at the front of the building with an unobstructed view of the entrance to the parking lot of the facility. In the security room of the facility, there will be a bank of monitors that shows live feeds from all the security cameras throughout the building. This individual will be briefed to know all acceptable employee personnel who can enter the building, and will also be provided with a list of scheduled deliveries on any given day. This guard will be responsible for monitoring the camera footage, conducting patrols of the exterior of the building, and providing a presence at the facility at all times. If any situation arises that cannot be handled by the security guard, they will notify law enforcement, facility management and building ownership immediately.

Monitored Alarm System:

The Monitored security system will feature a commercial alarm control panel. Each perimeter door of the facility will be alarmed and linked to the central control panel. There is only 1 window at the building and it is at the main entrance. This window will be where the security office of the building is located in order to give the security guard a view of the front of the facility. Internal motion sensors will be installed and if triggered after normal operating hours, will alert the Security Guard, the Security Company, the Building Owner, the Tenant and Law Enforcement.

Access Controls:

The main entrance of the building will feature access code keys to allow entry into the building for approved members of staff only. The first room entered into the facility will be a security office. This security office will be the only area accessible through the front entrance. To gain further access into the building, there will be another set of locked doors within the security office. Effectively, the security room will act as a sally port. The security guard on duty will control any access further into the building.

During office hours any entrants to the building will have to enter through the main entrance. There are 3 roll up doors at the facility that will be locked and secured from the inside, with only expected deliveries being allowed into the loading area. The loading bay at the front of the building will not be used for any sensitive materials. The loading bays in the rear of the building that are within the existing fence area will be the only active loading bays for the facility. There are also several fire escape doors located around the property. These fire escape doors will be inoperable from the exterior and feature push bars for exit from the inside. They are also designed as Sally Ports with double layers of doors. If any of these fire doors are opened, it will alert the alarm system and the security guard.

After hours entrance will be controlled by a keypad with the only entrance to the building being the main entrance. This key pad entry will enter directly into the Security room where a security guard will be on duty at all times.

Duress Alarms:

The facility will feature silent duress alarms that allow employees of the facility to trigger an alarm without a siren call to ensure the safety of the employees in a robbery scenario. This is similar to silent alarms in banks. If this alarm is triggered, the Security Guard, facility management and Law Enforcement will be immediately notified.

Monitored Security Cameras:

Surveillance Cameras will be installed at each perimeter door to the facility and strategically on the outside of the building covering the exterior of doors, loading bays, driveway of the facility and the parking lot area. The security room (entrance to facility) will have a camera with high enough resolution to identify faces located such that any persons entering the facility will be recorded. Every fire escape door and the roll up door in the rear of the building will have cameras to record all activity. All cameras will have feeds that link into the security office for monitoring by the security guard on duty. All recordings from the security cameras will be recorded onsite and will be backed up offsite daily. Any suspicious activity will be reported immediately to Law Enforcement.

Exterior Lighting:

The building will have exterior lighting around all doors and entrances to the building. This lighting will be on from dusk until dawn every night. Exterior lighting is a proven deterrent to theft as darkness provides cover for nefarious activities. There is existing lighting in the parking lot, which will also be kept on during nighttime hours.

Product Security:

Once cannabis flowers have been matured, they will be cut and removed from the pots in which they grow. These cut plants will be transferred to a special drying room where they will be hung. This drying room will be locked at all times and only accessible by designated managerial personnel.

Once the plants have been sufficiently dried, they will be removed from the drying room and “bucked down” a process that consists of removing the flower material from the branches of the plants. This “bucked down” material will then be placed into a special Vault room.

The vault room will be another room that is locked at all times and only accessible to designated managerial personnel at the facility. When the trimming crew comes to the facility, individual containers of “bucked down” material will be taken out of the vault by designated personnel and moved to the trimming area. Once the flower material has been trimmed off the branches of the plant, all of the saved flowers will be placed into a flower bin, and the “trim” or leaves that are not flowers, but still have some desirable cannabinoids on their surface, will be placed in another bin. Both of these bins will be weighed and placed back into the vault when they are completed.

At all stages of the plants progress from growing, to harvest to trimming, a inventory management system that is compliant with the State of California’s Track and Trace

program will be utilized to ensure no diversion of product to the illicit market. (Note, this system has yet to be developed at a State level. Once regulations have been published by the Bureau of Marijuana Regulation, we will select an appropriate system to be in compliance) Furthermore, if there are any discrepancies in the inventory management system, all staff members will be trained in a process to report the theft to management. If there is a report made, management will involve Law Enforcement and will comply with all requests for information.

CANNABIS CULTIVATION

OVERVIEW

Cannabis cultivation is one of the oldest occupations in human history. As a medicine, a fabric, a food and fuel source, and as a narcotic humans have benefitted by cultivating cannabis for over 10,000 years. Harvard professor and ethnobotanist Richard Evans Schultes tells us that cannabis, “has been carried across continents, cultivated in many different environments, escaped widely as a weed and, at least in certain areas of central Asia, may have hybridized with *C. Indica*” (Schultes, 1981). Although cannabis has evolved without becoming dependent on human participation (something unique among agricultural cultivars), its evolution is inextricably linked with our own.

The cultivation of cannabis is a scientific as well as artistic enterprise. A good scientific approach can yield consistent results, produce medicines of unparalleled versatility, prevent abiotic and biotic disorders, and encourage further exploration into the value of cannabis in human life. It is, however, the botanical artistry, the mutual allurements engendered by participating intimately with the life cycles of cannabis that draws one in and inspires one to cultivate not simply medicine, but also beauty.

CATEGORIES OF OPERATION

Within the cultivation facility there will be six major categories of “in house” operation.

PROPAGATION - CLONING

All productive cultivation facilities require a consistent and dependable supply of new plants. Reproduction may occur through seed germination or “cloning”, a form of vegetative propagation that ensures consistent genetic identity.

VEGETATION

A thriving vegetation room is crucial for our floriculture system. Healthy vegetative plants exhibit robust root systems and an abundance of disease-free foliage and future flowering sites. The vegetative process is the foundation for the successful and abundant cultivation of medical cannabis.

FLORICULTURE

Through careful attention and best management practices cultivators will produce pure cannabis flowers rich in medicine, taste, and floral aroma.

HARVEST—DRYING

When Cannabis flowers have reached maturity and ripeness, as indicated by the progression of pistil, calyx, and trichome development, cultivators will harvest and slowly dehydrate the flowers in order to preserve medicinal integrity.

TRIMMING

Trimming cannabis flowers separates three essential products for the commercial medical cannabis industry: (1) manicured cannabis flowers, (2) trim, the medicinally rich leaves surrounding the flower calyxes that are trimmed off in the manicuring process, and (3) “larf” wispy flowers that are too small to be displayed on medical cannabis dispensary shelves. Once cured (see description below) the manicured flowers are market-ready. The trim and larf, in contrast, provide material for secondary “off site” processing, such as with essential oil extraction, medicinal edibles production, specialty packaging (as with the rolling and packaging of “joints”), etc.

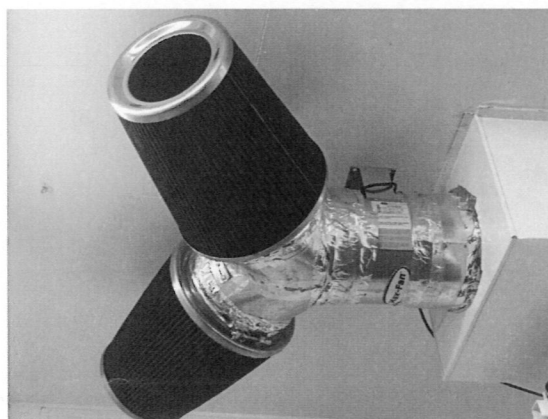
CURING

Curing refers to the last stage of cannabis cultivation, whereby any remaining chlorophyll in the flower tissue is broken down through further dehydration. This slow and patient process is essential for preserving clarity of medicine, aroma, and flavor.

CANNABIS ODOR MITIGATION

Medical cannabis cultivation is a highly fragrant initiative. Mitigating odors from the cultivation facility is necessary for security measures as well as maintaining amicable relations with neighbors. Ventilation exhaust air must be filtered and strict operating procedures must be observed to isolate cannabis odors to growing and processing environs. The cultivation facility at 3320 Industrial will be equipped with air filtration systems that purify all incoming and outgoing air.

All ventilation air entering the building will pass through HEPA (High Efficiency Particulate Arrestance) filters. These filters are commonly used in medical facilities, aircraft and the automotive industry. The filters remove 99.97% of all particulates from air that passes through them. The picture below is an example of a HEPA filter.



HEPA FILTER

The rooms where cannabis is actively being grown and processed will have several layers of activated Carbon filtration happening within them. Activated Carbon works via a process called adsorption, whereby pollutant molecules in the air to be treated are trapped inside the pore structure of the carbon substrate. One pound of Activated Carbon has the surface area of 100 acres of land. Carbon filtering is commonly used for water purification, in air purifiers and industrial gas processing, for example the removal of siloxanes and hydrogen sulfide from biogas. We use “The Original Can” filters, which are the original Activated Carbon filters and remain the best product available. These filters have a life span of one year and will be replaced annually. The Exhibit, “Exhibit - CAN Filters Sourcebook Information” has further details on the CAN 150 Air filter. Pictured Below.



The Original Can Activated Carbon Filter

The first line of filtration happens in something called a Scrubber. Scrubbers are simply fans with an Activated Carbon Filter attached to them. The air in the room is pulled into the fan and pushed through the Activated Carbon Filter. The Scrubber is recirculating constantly which helps with air movement and de-stratification within the room and also removes a majority of the ambient smell that is generated from the plants.

The second line of filtration happens with the exhaust air from the rooms. All rooms where cannabis is grown and processed will have a single point exhaust air with an Original Can Activated Carbon filter attached to it. Exhausting from the flower rooms will happen periodically throughout the day.

The final aspect of the odor control process is negative pressure. The whole building is under subtle negative pressure. The air filtration systems are designed such that there is always air being pulled out of the building through Activated Carbon filters. If a door is opened to the outside, the negative pressure within the building will suck in through that door, preventing any existing air within the facility from escaping.

All air out of the building will have passed through at least 3 layers of filtration and smell mitigation before returning to the outside environment. The system we have outlined above has been implemented in all of our previous projects and is a proven and effective way of reducing all smell from the cultivation operation.

In the event of a power outage, an emergency back up generator will be installed at the facility that will be dedicated to running the environmental systems to ensure that any odor from the facility will be contained and mitigated.

CULTIVATION WATER USE AND EFFLUENT

One benefit of cultivating medical cannabis indoors is that the operator has more control over the climate, the amount of water used for production, and the amount of effluent that drains from potted plants. For 3320 Industrial Drive, we estimate our cultivation-related water use to be 2,500 – 3,000 gallons/day. Correspondingly, we estimate our cultivation-related effluent to be 300 - 450 gallons/day (roughly 10-15% of water input).

This production facility will aim to recapture all the run off from irrigation and dehumidification and will recycle that water through a Reverse Osmosis water filter. This recycled water will then be combined with new water coming from City water and be reused to minimize the water demand from the city. Furthermore, this recycling system will not see us discharge process waste into the waste water system for the city. Accumulated solids will be disposed of properly at local waste management facilities..

We are committed to supporting the city of Santa Rosa in the effort to regulate/assess both water used and also water wasted in the production of medical cannabis.

NOISE

The 3320 Industrial Drive Facility will be utilizing HVAC equipment on the roof of the building. Currently the city of Santa Rosa has an ordinance stating that the decibel level at the property line cannot exceed 70 decibels in Industrial areas. The Cooling units that have been chosen will comply with the City's Noise ordinance.