

CANNABIS TESTING LABORATORY, DISTRIBUTION, MANUFACTURING RELOCATION & FACILITY OR OPERATIONS MODIFICATION APPLICATION FORM

(See Instructions for Additional Information)

Full Legal Name of Cannabis Business: _____

City of Vista Business License Number: _____

Secretary of State Entity Number: _____

DBA (if applicable): _____

Mailing Address: _____ City/State: _____ Zip: _____

Telephone: _____ Email: _____

Contact Name: _____

Type of Business (check one)

Cannabis Distributor:
Type II

Cannabis Manufacturer:
Type 6

Cannabis Testing Laboratory:

Cannabis Business Location:

Address: _____ City/State: _____ Zip: _____

Is a relocation of the Cannabis Business being proposed: _____ Yes _____ No

If Yes, provide the complete address for the proposed location: Address: _____

Address *cont'd*: _____ City/State: _____ Zip: _____

*A new Special Use Permit is required for relocation of distribution and manufacturing sites

Signatures

I declare under penalty of perjury that the foregoing is true, accurate and complete, and that all documents supplied in connection with this application are true, accurate and complete. I realize that this application will be evaluated based on the data I am submitting.

Name of Person Signing Application (Print): _____

Signature of Applicant: _____ Date: _____

Title of Person Signing: _____

(Must be President, Chief Executive Officer, or Chair of the Board)

Inside This Form

1. Cannabis Testing, Laboratory, Distribution, Manufacturing, Relocation & Facility or Operations Modification Application
2. Required Documents
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CANNABIS TESTING LABORATORY, DISTRIBUTION, MANUFACTURING RELOCATION & FACILITY OR OPERATIONS MODIFICATION REQUIRED DOCUMENTS

PROVIDE THE FOLLOWING PAYMENT AND REQUIRED DOCUMENTS (Refer to Instructions)

REQUIRED PAYMENT

_____ Application filing fee \$2,330

REQUIRED DOCUMENTS

- _____ 1. Description of the proposed modifications.
- _____ 2. Documentation establishing that the applicant is, or will be, entitled to possession of the premises for which the application is made, if proposing relocation or expansion.
- _____ 3. Operating plan for the cannabis enterprise facility.
- _____ 4. A security plan for the cannabis enterprise facility.
- _____ 5. Updated insurance documents, if applicable.

PRIOR TO COMMENCING OPERATIONS

Depending on the nature of the proposed changes, the business and its owners and operators may be required to obtain new:

- _____ 1. Special Use Permit (Distribution and Manufacturing sites only)
- _____ 2. Bureau of Cannabis Control License
- _____ 3. Vista Cannabis Testing, Distribution or Manufacturing license
- _____ 4. Certificate of Occupancy, if relocating or expanding
- _____ 5. Vista Business License
- _____ 6. Insurance at coverage limits and with conditions as detailed in Exhibit A of the Indemnity Agreement on file
- _____ 7. Employee work permits, if relocating

SUBMIT APPLICATION, PAYMENT AND DOCUMENTATION TO:

City Clerk's Office
200 Civic Center Drive
Vista, CA 92084

CANNABIS TESTING LABORATORY, DISTRIBUTION, MANUFACTURING RELOCATION & FACILITY OR OPERATIONS MODIFICATION APPLICATION INSTRUCTIONS

Applicant Cover Sheet: Complete as directed. (VMC § 5.98.070.A-N). The person identified and signing for the applicant must be the President, Chief Executive Officer, or Chair of the Board of Directors of the cannabis business.

Application Fee: City Council Resolution No. 2020-191 establishes an application fee of \$2,330, which must be submitted with the application.

Proposed Modifications: Provide a detailed description of the proposed modification(s) and the benefits or necessity of making such changes.

Property Ownership and/or Lease Information (if proposing relocation or expansion): Evidence of lawful possession consists of a properly recorded deed, lease, evidence of ownership of the premises, or other written documents acceptable to the City. The licensed premises shall only be the geographical area that is specifically and accurately described in executed documents verifying lawful possession.

Operating Plan for Proposed Cannabis Enterprise Facility:

1. A general description of the types of products to be tested, manufactured, or distributed by the cannabis enterprise.
2. A floor plan designating all interior dimensions and the layout of the cannabis enterprise facility, including all limited access areas, areas of ingress and egress, and all security camera locations. Such floor plan shall also show the principal uses of the floor area depicted therein and shall identify all areas where product will be located.
3. If the applicant is a cannabis manufacturer whether the manufacturer intends to transport its own manufactured products. If so, the operating plan shall include: (a) an assurance that the transport will be conducted only pursuant to a valid and current Type 13 transport-only license with a "self-distribution" restriction; (b) an assurance that no transport of any cannabis shall occur except that allowed by a Type 13 license with a "self-distribution" restriction; and (c) a description of the number of vehicles, nature of vehicles, and projected operation of vehicles to be used in the self-distribution of the applicant's manufactured products.

Security Plan:

1. **Video surveillance.** The cannabis enterprise facility must be equipped with a video surveillance system that meets all of the requirements of Cal. Code Regs., Title 16, § 5044 as well as those set forth in this subsection.
 - Security cameras and digital storage of recordings shall be maintained in good condition and used in an on-going manner, twenty-four (24) hours per day, and seven (7) days per week.
 - The security system must maintain at least ninety (90) calendar days of digitally recorded video for each security camera in the licensed premises. Security footage should be stored in an MPEG4, MJPEG, H.264, or another format approved by the City in writing and the recorded video shall be made available to the Sheriff Department or the City immediately upon request.
 - Security cameras must provide adequate and sufficient coverage for the facility, which must include but need not to be limited to, all restricted and limited access areas, all areas of ingress and egress, the public areas, storage areas, and any other areas as required by this chapter and applicable provisions of state law.
 - The video surveillance system must be equipped with a failure notification system that provides prompt notification to a security company licensed by the department of consumer affairs, bureau of security and investigative services, of any surveillance interruption or complete failure of the surveillance system that lasts longer than fifteen (15) minutes. The licensed alarm company must promptly report any such notification to the Sheriff Department.
 - The video surveillance system shall have sufficient battery backup to support a minimum of twelve (12) hours of recording in the event of a power outage.
 - Unless waived by the City in writing, the video surveillance system shall stream a live feed accessible to the Sheriff Department via a secure Internet portal, virtual private network or other form of secure remote access.

2. Alarm system.

The cannabis enterprise facility shall have an audible interior and exterior security alarm system installed on all perimeter entry points and perimeter windows, operated, and monitored by a security company licensed by the department of consumer affairs, bureau of security and investigative services, and approved by the City. "Perimeter entry points" includes, regardless of size, all doors, windows, hatches and/or points at which systems (such as HVAC systems) enter a structure.

CANNABIS TESTING LABORATORY, DISTRIBUTION, MANUFACTURING RELOCATION & FACILITY OR OPERATIONS MODIFICATION APPLICATION INSTRUCTIONS CONTINUED

3. Signage requirement.

The cannabis enterprise facility must comply with the following signage requirements.

- A sign shall be posted in a conspicuous place near each point of public access which shall be not less than twelve (12) inches wide and twelve (12) inches long, composed of letters not less than one inch in height, stating "All Activities Monitored by Video Camera."
- Limited access areas shall be clearly identified by the posting of a sign which shall be not less than twelve (12) inches wide and twelve (12) inches long, composed of letters not less than a one inch in height, which shall state, "Limited Access Area—Authorized Personnel Only."
- In addition to the requirements set forth in the Development Code, and applicable special use permit, if any, signage shall be limited to the business name and address with no advertising, banners, green crosses, or similar insignia.

4. Lighting.

The cannabis enterprise facility's entrance(s) and all window areas shall be illuminated during evening hours. The applicant shall comply with the city's lighting standards regarding fixture type, wattage, illumination levels, shielding, and other restrictions, and secure the necessary approvals and permits as needed.

5. Commercial-grade locks. All points of ingress and egress to a cannabis enterprise facility shall ensure the use of commercial-grade, nonresidential door locks and window locks.

Insurance: If applicable, based on the proposed changes, submit required insurance documents, as noted in Exhibit A of the indemnity agreement on file, or provide a statement indicating when insurance documents expect to be available. No license will be issued until after the required insurance documents are submitted and approved.