

AGENDA
CITY OF ANTIOCH PLANNING COMMISSION
ANTIOCH COUNCIL CHAMBERS
200 "H" STREET

WEDNESDAY, MARCH 6, 2019

6:30 P.M.

NO PUBLIC HEARINGS WILL BEGIN AFTER 10:00 P.M.
UNLESS THERE IS A VOTE OF THE PLANNING COMMISSION
TO HEAR THE MATTER

APPEAL

All items that can be appealed under 9-5.2509 of the Antioch Municipal Code must be appealed within five (5) working days of the date of the decision. The final appeal date of decisions made at this meeting is 5:00 p.m. on **WEDNESDAY, MARCH 13, 2019**.

If you wish to speak, either during "public comments" or during an agenda item, fill out a Speaker Request Form and place in the Speaker Card Tray. This will enable us to call upon you to speak. Each speaker is limited to not more than 3 minutes. During public hearings, each side is entitled to one "main presenter" who may have not more than 10 minutes. These time limits may be modified depending on the number of speakers, number of items on the agenda or circumstances. No one may speak more than once on an agenda item or during "public comments". Groups who are here regarding an item may identify themselves by raising their hands at the appropriate time to show support for one of their speakers.

ROLL CALL

6:30 P.M.

Commissioners	Parsons, Chair
	Turnage, Vice Chair
	Zacharatos
	Motts
	Martin
	Schneiderman
	Soliz

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

CONSENT CALENDAR

All matters listed under Consent Calendar are considered routine and are recommended for approval by the staff. There will be one motion approving the items listed. There will be no

separate discussion of these items unless members of the Commission, staff or the public request specific items to be removed from the Consent Calendar for separate action.

1. APPROVAL OF MINUTES:

February 6, 2019

STAFF REPORT

* * * END OF CONSENT CALENDAR * * *

NEW PUBLIC HEARING

- 2. UP-18-15 – One Plant Cannabis Dispensary** – One Plant is requesting a Use Permit for a cannabis dispensary with delivery. The project site is located at 2701 West Tenth Street. This project has been found to be Categorically Exempt from the requirements of the California Environmental Quality Act (**APN 074-051-029**).

ORAL COMMUNICATIONS

STAFF REPORT

WRITTEN COMMUNICATIONS

COMMITTEE REPORTS

ADJOURNMENT

Notice of Availability of Reports

This agenda is a summary of the discussion items and actions proposed to be taken by the Planning Commission. For almost every agenda item, materials have been prepared by the City staff for the Planning Commission's consideration. These materials include staff reports which explain in detail the item before the Commission and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Other materials, such as maps and diagrams, may also be included. All of these materials are available at the Community Development Department located on the 2nd floor of City Hall, 200 "H" Street, Antioch, California, 94509, between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday for inspection and copying (for a fee) or on our website at:

<https://www.antiochca.gov/fc/community-development/planning/Project-Pipeline.pdf>

Copies are also made available at the Antioch Public Library for inspection. Questions on these materials may be directed to the staff member who prepared them, or to the Community Development Department, who will refer you to the appropriate person.

Notice of Opportunity to Address the Planning Commission

The public has the opportunity to address the Planning Commission on each agenda item. You may be requested to complete a yellow Speaker Request form. Comments regarding matters not on this Agenda may be addressed during the "Public Comment" section on the agenda.

Accessibility

The meetings are accessible to those with disabilities. Auxiliary aids will be made available for persons with hearing or vision disabilities upon request in advance at (925) 779-7009 or TDD (925) 779-7081.

STAFF

**CITY OF ANTIOCH
PLANNING COMMISSION**

**Regular Meeting
6:30 p.m.**

**February 6, 2019
City Council Chambers**

Vice Chair Turnage called the meeting to order at 6:30 P.M. on Wednesday, February 6, 2019 in the City Council Chambers. He stated that all items that can be appealed under 9-5.2509 of the Antioch Municipal Code must be appealed within five (5) working days of the date of the decision. The final appeal date of decisions made at this meeting is 5:00 P.M. on Wednesday, February 13, 2019.

ROLL CALL

Present: Commissioners Schneiderman, Martin, Soliz, Zacharatos and Vice Chair Turnage
Absent: Commissioner Motts and Chair Parsons
Staff: Director of Community Development, Forrest Ebbs
Planning Manager, Alexis Morris
Project Manager, Ken Warren
Associate Planner, Zoe Merideth
Interim City Attorney, Samuel Emerson
Minutes Clerk, Kitty Eiden

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. Approval of Minutes: December 5, 2019

On motion by Commissioner Martin, seconded by Commissioner Zacharatos, the Planning Commission approved the minutes of December 5, 2019, as presented. The motion carried the following vote:

AYES: Schneiderman, Martin, Soliz, Zacharatos
NOES: None
ABSTAIN: Turnage
ABSENT: Motts and Parsons

NEW PUBLIC HEARING

2. Z-18-10 - Revisions to the Nonconforming Uses and Structures Ordinance –

The City of Antioch is proposing to update Title 9, Chapter 5, Article 30 of the City of Antioch Zoning Ordinance regulating the alteration, enlargement, continuation or restoration of nonconforming uses and structures. The ordinance update is categorically exempt from CEQA.

Planning Manager Morris presented the staff report dated January 11, 2019 recommending the Planning Commission approve the staff report's attached resolution recommending the City Council repeal and replace title 9, Chapter 5 of Article 30 of the Antioch Zoning Ordinance.

Following discussion, Commissioner Martin suggested changing language in 9-5.3004 Loss of Nonconforming Status (A) (1) that would allow the Zoning Administrator, Planning Commission or City Council to have the ability to waive the 365-day time period in the event of a catastrophic incident.

In response to Commissioner Martin, Planning Manager Morris explained that the replacement structures needed to comply with the building code.

In response to Commissioner Zacharatos, Planning Manager Morris stated there were many non-conforming structures particularly north of highway 4 that would be impacted mainly due to lot size and coverage. She noted the ordinance, as written, did not have an exemption process; however, in some instances property owners may be able to apply for a variance.

In response to Commissioner Soliz, Planning Manager Morris stated these provisions would allow legally established non-conforming uses to continue to operate. She explained that this ordinance only addressed existing businesses. She noted the downtown specific plan would direct new businesses on where to locate based on zoning.

Vice Chair Turnage stated that due to challenges in dealing with insurance companies, he suggested the language be changed to indicate that plans for construction shall be submitted to the City within 365 days.

Vice Chair Turnage opened and closed the public hearing with no members of the public requesting to speak.

RESOLUTION NO. 2019-01

On motion by Commissioner Martin, seconded by Commissioner Soliz, the Planning Commission approved the staff report's attached resolution recommending the City Council repeal and replace title 9, Chapter 5 of Article 30 of the Antioch Zoning Ordinance. With the following changes:

- ***9-5.3004 Loss of Nonconforming Status (B) (1), (9-5.3006) (B) (1) (d), adding language that would allow the Zoning Administrator, Planning Commission or City Council to have the ability to waive the 365-day time period in the event of a catastrophic incident.***
- ***9-5.3004 Loss of Nonconforming Status (B) (1) (9-5.3006) (B) (1) (d), changing the language that plans for construction shall be submitted to the City within 365 days.***

The motion carried the following vote:

AYES:	Schneiderman, Turnage, Martin, Soliz, Zacharatos
NOES:	None
ABSTAIN:	None
ABSENT:	Motts, Parsons

- 3. Z-18-11 - Water Efficient Landscape Ordinance** – The City of Antioch is proposing to adopt an Ordinance that would adopt, by reference the Model Water Efficient Landscape Ordinance drafted and distributed by the State of California Department of Water Resources.

Director of Community Development Ebbs presented the staff report dated January 10, 2019 recommending the Planning Commission adopt a resolution recommending approval of an ordinance to amend the Antioch Municipal Code to adopt by reference, the State of California Model Water Efficient Landscape Ordinance.

In response to Commissioner Martin, Director of Community Development Ebbs explained that in the instance of sports fields, turf would stop where the field ended.

In response to Commissioner Schneiderman, Director of Community Development Ebbs commented that they had not been enforcing the requirements; however, drought tolerant landscaping required very low maintenance, so most people were incentivized to keep it because it was easier and cheaper to maintain. Additionally, he noted when the Landscape Architect approved landscaping, they vouched for what was installed.

In response to Commissioner Soliz, Director of Community Development Ebbs reported that the Department of Water Resources audited the process and if the City was found to be out of compliance, they would most likely consult with the City. He noted the City had been requiring drought tolerant landscaping; however, record keeping could have been more comprehensive. He explained that cemeteries were exempt.

Vice Chair Turnage opened and closed the public hearing with no members of the public requesting to speak.

RESOLUTION NO. 2019-02

On motion by Commissioner Martin, seconded by Commissioner Soliz, the Planning Commission adopted a resolution recommending approval of an ordinance to amend the Antioch Municipal Code to adopt by reference, the State of California Model Water Efficient Landscape Ordinance. The motion carried the following vote:

AYES:	<i>Schneiderman, Turnage, Martin, Soliz, Zacharatos</i>
NOES:	<i>None</i>
ABSTAIN:	<i>None</i>
ABSENT:	<i>Motts, Parsons</i>

NEW ITEM

- 4. AR-18-10 – Nelson Ranch Unit 3 –** K. Hovnanian requests Design Review approval for phase 3 of the Nelson Ranch subdivision, which includes 100 units. The Design Review application consists of four plans with multiple floor plan options with three design schemes and associated landscaping plans. This project has been determined to be exempt from CEQA.

Associate Planner Merldeth presented the staff report dated January 11, 2019 recommending the Planning Commission approve AR-18-10, subject to the conditions in the staff report's attached resolution.

Dave Jacobson, Director of Land Acquisition K. Hovnanian Homes, stated that he appreciated the work of staff and he believed this project would be a great asset to the City.

In response to Commissioner Martin, Mr. Jacobson explained the plot plan for the project. He confirmed that they would work with staff to ensure elevation styles would be varied where the same plans were adjacent to one another.

Commissioner Martin stated he liked the project, especially the plan with an option for an in-law suite.

Commissioner Zacharatos stated she appreciated the project incorporating single-story plans and larger lot sizes.

In response to Commissioner Soliz, Mr. Jacobson confirmed that this project was not a gated community.

RESOLUTION NO. 2019-03

On motion by Vice Chair Turnage, seconded by Commissioner Zacharatos, the Planning Commission approved AR-18-10, subject to the conditions in the staff report's attached resolution. The motion carried the following vote:

AYES:	<i>Schneiderman, Turnage, Martin, Soliz, Zacharatos</i>
NOES:	<i>None</i>
ABSTAIN:	<i>None</i>
ABSENT:	<i>Motts, Parsons</i>

Commissioner Martin congratulated Mr. Jacobson.

- 5. PW 460-4 - Wildflower Station Street Names** – DeNova Homes requests approval of street names for the private drive aisles and street within Wildflower Station Subdivision 9427.

Project Manager Warren presented the staff report recommending the Planning Commission approve street names for Wildflower Station Subdivision 9427 (PW 460-4).

Commissioner Martin questioned if parcel D could be changed to Landing Heights Court due to its location on the upper elevation. He noted as a result parcel B could be changed to Lilly Place.

Planning Manager Morris explained that if the street names were to be interchanged, it would create a timing challenge since they would have to be rerouted to the Antioch Police Department and Fire Department for their review and approval.

Commissioner Martin withdrew his request.

RESOLUTION NO. 2019-04

On motion by Commissioner Soliz, seconded by Commissioner Martin, the Planning Commission members present unanimously approved street names for Wildflower Station Subdivision 9427 (PW 460-4).

AYES: ***Schneiderman, Turnage, Martin, Soliz, Zacharatos***
NOES: ***None***
ABSTAIN: ***None***
ABSENT: ***Motts, Parsons***

ORAL COMMUNICATIONS

None.

WRITTEN COMMUNICATIONS

Planning Manager Morris announced that the Planning Commission had received a memo from staff regarding their training budget.

In response to Commissioner Soliz, Planning Manager Morris explained that Council had allocated \$5k for this purpose and any training opportunities selected should be related to planning or land use law.

COMMITTEE REPORTS

None.



ADJOURNMENT

Vice Chair Turnage adjourned the Planning Commission at 7:15 P.M. to the next regularly scheduled meeting to be held on February 20, 2019.

Respectfully submitted:

Kitty Eiden
Minutes Clerk

**STAFF REPORT TO THE PLANNING COMMISSION
FOR CONSIDERATION AT THE MEETING OF MARCH 6, 2019**

Prepared by: Kevin Scudero, Associate Planner 
Approved by: Alexis Morris, Planning Manager 
Date: March 1, 2019
Subject: One Plant Cannabis Dispensary (UP-18-15)

RECOMMENDATION

It is recommended that the Planning Commission adopt the resolution recommending that the City Council **APPROVE** a Use Permit (UP-18-15) for a cannabis dispensary with delivery.

REQUEST

One Plant requests approval of a use permit to operate a cannabis dispensary with delivery. The subject property is located at 2701 West Tenth Street (APN 074-051-029).



ENVIRONMENTAL

This project is Categorically Exempt from the provisions of CEQA, pursuant to Section 15301 – Existing Facilities.

BACKGROUND

With the passage of Proposition 64 in November of 2016, California residents over the age of 21 can legally use marijuana without a medicinal card if not in a public place. Californians can carry and use up to one ounce of marijuana and grow up to six plants for personal use. Recreational sales of marijuana did not go into effect until January 1, 2018. The possession, sale and distribution of cannabis is now legal under California State law, subject to provisions contained in the law, including a state licensing requirement. The law did not mandate that local agencies accommodate any or all forms of cannabis businesses and much discretion remains with cities and counties.

On May 2, 2018 the Planning Commission recommended to the City Council approval of an Ordinance amending Title 9, Chapter 5 of the Antioch Municipal Code, thereby creating new provisions for the consideration of cannabis businesses in the City of Antioch. The City Council introduced the ordinance on May 22, 2018 and approved the ordinance on June 26, 2018. The ordinance went into effect on July 26, 2018. A copy of the ordinance is included as Attachment “B” to the staff report. The Code Amendment established new definitions, imposed basic standards, and created a new Cannabis Business (CB) Zoning Overlay District. Within the CB Zoning Overlay District, a party may apply for a Use Permit from the City Council for the establishment of a Cannabis Business. Unlike the typical use permit process, a cannabis use permit must be reviewed by the City Council after a recommendation by the Planning Commission.

On September 11, 2018 the Antioch City Council adopted Cannabis Guidelines by approval of Resolution No. 2018/117. The purpose of the guidelines is to provide the public and potential applicants with the City of Antioch’s general expectations relating to the design and operation of a Cannabis Business. A copy of the guidelines are included as Attachment “C” to the staff report.

ANALYSIS

Issue #1: Project Overview

The applicant proposes to operate a cannabis dispensary with delivery at 2701 West Tenth Street. The proposed hours of operation are 8:00 AM to 8:00 PM Monday – Saturday and 9:00 AM to 8:00 PM on Sunday. The operations will consist of the on-site sale of retail cannabis products, as well as retail delivery of cannabis products.

The retail sales will be conducted in an approximately 2,500 square-foot sales area. All customers must enter the lobby first and present a valid identification to a security guard prior to entering the sales area. The design of the sales area and lobby will mirror the design of a dispensary in Scottsdale, Arizona called Level Up. The applicant has provided photos of the interior of Level Up and they are included as Attachment “E” to the staff report.

In addition to retail cannabis, the applicant is also proposing to sell vape pens, vape pen batteries, and chargers which are used to administer cannabis concentrates. They do not intend to sell rolling papers, pipes, bongs, etc. The cannabis guidelines prohibit the sale of cannabis related paraphernalia unless explicitly authorized through the use permit. Therefore, staff has included a condition of approval limiting the cannabis paraphernalia sold on site to vape pens, vape pen batteries, and chargers, unless approved in writing by the Community Development Director.

The applicant plans to begin delivery operations with one (1) delivery vehicle, which will be available to make deliveries during the same hours as the retail business hours. As operations commence, the applicant may increase the number of delivery vehicles based on demand. The delivery vehicles will not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying cannabis goods for delivery.

A detailed description of the cannabis delivery operations, as well as the proposed paraphernalia to be sold at the site, is included as Attachment “F” to the staff report.

Issue #2: General Plan, Zoning, and Land Use

The General Plan designation of the site is Business Park. The zoning of the site is Planned Business Center (PBC) and Cannabis Overlay District (CB). Cannabis dispensaries are allowed in the Cannabis Overlay District subject to the approval of a use permit by the City Council.

The surrounding land uses and zoning designations are noted below:

North:	Vacant Land / Light Industrial (M-1)
South:	Business Park Uses / Planned Business Center (PBC) & Cannabis Overlay
East:	Business Park Uses / Planned Business Center (PBC) & Cannabis Overlay
West:	Business Park Uses / Planned Business Center (PBC) & Cannabis Overlay

Issue #3 Site Plan

The site is approximately 2.8 acres in size with an approximately 17,000 square-foot masonry building located on the northwest portion of the site. No new construction is proposed on the site other than internal tenant improvements to the existing building. The applicant is proposing to use approximately half of the floor space for their operations. The applicant has not proposed any uses for the unused portion of the building and any expansion of cannabis operations into the unused area of the building, beyond additional office or storage space, would require a new use permit. Staff has added a condition of approval that the unused portion of the building cannot be used for any business not related to the operations of One Plant.

The building entrance contains an approximately 1,500 square-foot lobby where customers are required to check in with security personnel and provide valid identification before being allowed to enter the sales area. Beyond the lobby is the retail salesroom where the cannabis is sold. The salesroom is approximately 2,500 square feet. The remainder of the building is comprised of storage area and office space.

The public parking area is located to the south of the building and contains twenty-five parking spaces for customers. The customer parking area is separated from the employee parking area and secure loading dock by a masonry wall and sliding gate. The loading area for cannabis deliveries is secured from public access by rolling gates and masonry walls at both the north and west entrances to the loading area.

Issue #4: Site Security

As part of their application the applicant submitted a security plan for the site. The security plan addressed the following issues:

- Physical elements of the site such as location of the building, outdoor lighting, and parking areas.
- Electronic security such as motion sensors, controlled access areas, and surveillance cameras.
- Compliance and procedures such as inventory management, cash handling, and employee training.
- On site physical security services related to the number of physical security guards present at the site.

The security plan was reviewed by the Antioch Police Department. After the review was complete, the Police Department, Planning staff, and the applicant met to review the plan. Given that this is a new industry in the City of Antioch, this meeting provided staff an opportunity to gain a better understanding of how the business would operate and how security measures would be implemented on the site. During the meeting, Police Department staff provided the applicant with feedback on their security plan, as well as additional site-specific security measures that they would like to see added to the plan. The applicant was amenable to the Police Department's suggestions and provided an amendment to the security plan including the additional measures. The security plan amendment is included as "Attachment D" to this staff report and the additional security measures have been included as conditions of approval in the attached resolution. The proposed security measures are consistent with the security expectations detailed in the Cannabis Guidelines.

Staff has included a condition in the attached resolution requiring the Antioch Police Department to conduct a site inspection to assess the security of the site prior to a certificate of occupancy being issued for the site. Any changes that the Antioch Police Department deem necessary upon site inspection will be incorporated into a revised site security plan that will then be submitted for their review and approval. No certificate of occupancy will be issued without final approval of a site security plan by the Antioch Police Department. In addition to the security inspection prior to issuance of certificate of occupancy, the business is required to submit to annual security audits conducted by a third party or City staff.

Issue #5: Neighborhood Responsibility Plan

As part of their application, One Plant submitted a neighborhood responsibility plan detailing their efforts to mitigate any potential impacts that their business may cause. The plan details the extensive training program that employees must undergo prior to becoming authorized to dispense cannabis at the One Plant's dispensary. The plan also details the steps they will take to involve the community by allowing them to express their concerns through an online submission forum on their website or by using a comment drop box located at the dispensary. In addition to these forums, One Plant is also going to be hosting an ongoing public information meeting series designed to inform City residents of cannabis issues while informing residents about cannabis products and the proper, safe, and legal ways that cannabis products should be used.

The applicant has also committed to instituting a program called "Antioch First." This program mandates that the company employees give preference to Antioch companies when selecting third party vendors or suppliers. The applicant aims to work with local businesses and contractors whenever possible. The Neighborhood Responsibility Plan is included as Attachment "G" to the staff report.

Issue #6: Operational Issues

Staff has included conditions of approval to mitigate the potential off-site impacts of the proposed cannabis business. The applicant has submitted an odor mitigation plan certified by an environmental scientist that demonstrates the measures they will take to ensure that cannabis odors will not be detected at or beyond the site. Staff has included a condition of approval requiring that adequate on-site odor control measures are maintained at all times and that cannabis odors cannot be readily detected outside the structure in which the business operates.

Staff has also included a condition of approval addressing site management and requiring the cannabis business operator to take "reasonable steps" to discourage and address objectionable conditions that constitute a nuisance in parking areas, sidewalks, and areas surrounding the premises during business hours if directly related to patrons of the business. Staff has also included a condition of approval prohibiting the smoking or ingestion of cannabis products on-site.

ATTACHMENTS

- A. Resolution
- B. Cannabis Ordinance
- C. Cannabis Guidelines
- D. Security Updates
- E. Level Up Interior Photos
- F. Delivery and Paraphernalia Details
- G. Neighborhood Responsibility Plan

ATTACHMENT “A”

**CITY OF ANTIOCH PLANNING COMMISSION
RESOLUTION NO. 2019-****

**RESOLUTION OF THE CITY OF ANTIOCH PLANNING COMMISSION
RECOMMENDING APPROVAL OF A USE PERMIT (UP-18-15) FOR CANNABIS
DISPENSARY WITH DELIVERY LOCATED AT 2701 WEST 10TH STREET**

WHEREAS, One Plant requests approval of use permit for a cannabis dispensary with delivery (APN 074-051-029); and,

WHEREAS, this project is Categorically Exempt from the provisions of CEQA, pursuant to section 15301; and,

WHEREAS, the Planning Commission duly gave notice of public hearing as required by law; and,

WHEREAS, the Planning Commission on March 6, 2019, duly held a public hearing and received and considered evidence, both oral and documentary; and,

NOW THEREFORE IT BE RESOLVED that the Planning Commission does hereby make the following findings for recommendation to the City Council for approval of a Cannabis Business Use Permit:

1. The granting of such Use Permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity.

The proposed cannabis dispensary will be heavily conditioned. On-site armed security is required at all times with annual audits of the site security plan required. The business shall also maintain on-site odor control so that cannabis related odors are not readily detected outside the structure. Based upon the conditions imposed, the cannabis dispensary use will not create adverse impacts to the surrounding businesses and residents.

2. The use applied at the location indicated is properly one for which a Use Permit is authorized.

The site is zoned Cannabis Overlay District. The Cannabis Overlay District allows cannabis dispensaries with the approval of a use permit.

3. That the site for the proposed use is adequate in size and shape to accommodate such use, and all parking, and other features required.

The proposed cannabis dispensary will take place in an existing commercial building with ample parking. The site has a secure area for cannabis deliveries.

4. That the site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use.

The project site is currently developed and is located at the intersection of Verne Roberts Circle and West Tenth Street, which are adequate in width and pavement type to carry the traffic generated by the proposed use.

5. The granting of such Use Permit will not adversely affect the comprehensive General Plan.

The use will not adversely affect the comprehensive General Plan because the project is consistent with the General Plan designation for the site of Business Park.

6. That the location and site characteristics of the proposed cannabis business are consistent with all applicable State laws and City standards or guidelines, that all provisions have been made to ensure that the operation of the cannabis business will not create excessive demands for police service or other public services, and that the cannabis business will benefit the City of Antioch.

The conditions of approval on the project are consistent with the cannabis guidelines. The security plan has been reviewed by the Antioch Police Department and security conditions have been included per their direction. The sales taxes generated by the sale of cannabis will provide a financial benefit to the City of Antioch.

NOW THEREFORE BE IT RESOLVED that the Planning Commission of the City of Antioch does hereby recommend that the City Council **APPROVE** the use permit for a cannabis dispensary with delivery, located at 2701 West 10th Street (APN 074-051-029) subject to the following conditions:

A. GENERAL CONDITIONS

1. The project shall comply with the Antioch Municipal Code. All construction shall conform to the requirements of the California Building Code and City of Antioch standards.
2. The applicant shall defend, indemnify, and hold harmless the City in any action brought by a third party to challenge the land use entitlement. In addition, if there is any referendum or other election action to contest or overturn these approvals, the applicant shall either withdraw the application or pay all City costs for such an election.

3. The project shall be implemented as indicated on the application form and accompanying materials provided to the City and in compliance with the Antioch Municipal Code, or as amended by the Planning Commission or City Council.
4. No building permit will be issued unless the plan conforms to the project description and materials as approved by the City Council and the standards of the City.
5. This approval expires two years from the date of approval by the City Council, unless an extension has been approved by the Zoning Administrator. Requests for extensions must be received in writing with the appropriate fees prior to the expiration of this approval. No more than one one-year extension shall be granted.
6. No permits or approvals, whether discretionary or ministerial, shall be considered if the applicant is not current on fees, reimbursement payments, and any other payments that are due.
7. City staff shall inspect the site for compliance with conditions of approval prior to the issuance of a Certificate of Occupancy or commencement of the business.
8. The applicant shall obtain an encroachment permit for all work to be done within the public right-of-way.

B. CONSTRUCTION CONDITIONS

1. The use of construction equipment shall comply with AMC § 5-17.04 and 5-17.05, or as approved in writing by the City Manager.
2. The project shall be in compliance with and supply all the necessary documentation for AMC § 6-3.2: Construction and Demolition Debris Recycling.
3. Building permits shall be secured for all proposed construction associated with this facility, including any interior improvements not expressly evident on the plans submitted.
4. Standard dust control methods shall be used to stabilize the dust generated by construction activities.

C. AGENCY REQUIREMENTS

1. All requirements of the Contra Costa County Fire Protection District shall be met, including:
 - a. The owner/contractor shall submit a minimum of two (2) complete sets of plans and specifications of the subject project to the Fire District for review and approval prior to construction to ensure compliance with minimum

requirements related to fire and life safety. Plan review and inspection fees shall be submitted at the time of plan review submittal. (105.4.1) CFC, (107) CBC

- b. Fire District approval is required before any expansion of the business or processes other than retail sales.
- c. Provide quantity, type and location of any hazardous materials to be stored and used on the site with tenant improvement plans

D. FEES

- 1. The applicant shall pay all City fees which have been established by the City Council and as required by the Antioch Municipal Code.
- 2. The applicant shall pay all required fees at the time of building permit issuance.

E. PROPERTY MAINTENANCE

- 1. No illegal signs, pennants, banners, balloons, flags, or streamers shall be used on this site at any time.
- 2. The site shall be kept clean of all debris (boxes, junk, garbage, etc.) at all times.

F. PROJECT-SPECIFIC REQUIREMENTS

- 1. This use permit approval applies to the operation of a cannabis dispensary with delivery as depicted on the project plans and application materials submitted to the Community Development Department. Any forthcoming plans submitted for any purpose shall be entirely consistent with these received plans and application materials and conditions of approval herein.
- 2. The hours of operation shall be from 8:00 AM – 8:00 PM.
- 3. All necessary licenses from the State of California shall be obtained prior to opening.
- 4. All persons entering the business must be at least 21 years of age with a valid identification card. An electronic reader shall be used to read and validate identification cards.
- 5. No smoking or ingestion of cannabis products on-site is allowed.
- 6. No free samples of cannabis products are allowed.

7. Cannabis products that are not used for display purposes or immediate sale shall be stored in a secured and locked room, safe, or vault, and in a manner reasonably designed to prevent diversion, theft, and loss.
8. Cannabis related waste shall be stored and secured in a manner that prevents diversion, theft, loss, hazards and nuisance.
9. The operator shall take reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks and areas surrounding the premises during business hours if directly related to patrons of the business.
10. A copy of this use permit and City of Antioch business license, as well as any other State licenses, shall be on display during business hours and in a conspicuous place so that they may be readily seen by all persons entering the facility.
11. No signs, tinting, or other graphic material may be used to obscure the storefront windows.
12. No drive-through, drive-up, or walk-up window services are allowed.
13. Any expansion into the unused portions of the building shown on the project plans, beyond additional office or storage place, shall require a new use permit. The unused portion of the building cannot be used for any business not related to the operations of One Plant.
14. No fewer than two uniformed and armed security guards who are employed by a Private Patrol Operator (Security Company) who is currently licensed with the California Department of Consumer Affairs shall be on-site during business operating hours. One armed security guard shall be on-site at all times, even when the facility is closed. A copy of the contract with the Security Company shall be provided to the Community Development Director for review and approval prior to issuance of a certificate of occupancy. Should there be a change in the security private patrol operator or in the liability insurance of the applicant, the Community Development Director shall be notified within 5 business days.
15. The name of the Security Company, proof of liability insurance including a copy of all exceptions, their State license number, and the guard registration numbers for the employed guards shall be provided to the Community Development Department. Should there be a change in the security private patrol operator or in the liability insurance of the applicant, the Community Development Director shall be notified within 5 business days.
16. The City Council may require modification, discontinuance or revocation of this use permit if it finds that the use is operated or maintained in a manner that it:

- Adversely affects the health, peace or safety of persons living or working in the surrounding area; or
 - Contributes to a public nuisance; or
 - Has resulted in excessive nuisance activities including disturbances of the peace, illegal drug activity, diversion of Cannabis or Cannabis Products, public intoxication, smoking in public, harassment of passersby, littering, or obstruction of any street, sidewalk or public way; or
 - Has resulted in or has been the target of criminal activity requiring undue attention and dedication of the Antioch Police Department resources; or
 - Violates any provision of Antioch Municipal Code or condition imposed by a City issued permit, or violates any provision of any other local, state, regulation, or order including those of state law or violates any condition imposed by permits or licenses issued in compliance with those laws.
 - Results in more than three distinct unresolved odor complaints in a twelve (12) month period.
17. The business shall incorporate and maintain adequate on-site odor control measures in such a manner that the odors of cannabis and cannabis-related products shall not be readily detected from outside of the structure in which the business operates or from other non-Cannabis businesses adjacent to the site.
18. During regular business hours, all cannabis business premises shall be accessible, upon request, to an authorized City employee or representative for random and/or unannounced inspections. The cannabis business may be charged a fee for any inspections.
19. An annual audit of the site's security plan shall be submitted to the Antioch Police Department. The audit shall be conducted by City staff or a third-party company subject to the approval of the Antioch Police Department.
20. All points of ingress and egress to the business shall be secured with Building Code compliant commercial-grade, non-residential door locks and/or window locks. Entry and exit doors to restricted cannabis areas shall be made of reinforced metal with metal frames and have a security lock system.
21. Building signage shall not state that cannabis or cannabis products are stored, sold or handled on the site. Images of cannabis leaves, green crosses, or similar commonly-identifiable graphics are not allowed. All building signage shall be subject to staff review and approval.
22. All barbed wire at the site shall be removed.
23. A revised photometric plan showing a minimum two-foot candle in the parking lot shall be submitted with the building permit application. Any additional parking lot

lighting necessary to meet this requirement shall be architecturally compatible with the existing parking lot lighting.

24. Any proposed exterior changes to the site shall be shown on the building permit plan submittal. Exterior changes may be subject to administrative design review approval.
25. The only cannabis paraphernalia allowed to be sold at the site are vape pens, vape pen batteries, and chargers unless approved in writing by the Community Development Director.
26. Delivery vehicles shall not contain identifiable markings that associate the delivery service with the cannabis business.
27. The loading and unloading of vehicles for delivery of cannabis shall be conducted in a secured, gated or enclosed area.
28. All delivery of cannabis to the site shall take place in a caged/gated delivery area with a dedicated armed security guard to be present during all deliveries.
29. Bollards shall be placed on the site in front of windows and doors that make the site vulnerable to a “smash and grab” scenario. The location of the bollards shall be subject to the review and approval of the Antioch Police Department prior to issuance of building permits for the project.
30. Visible signage shall be placed at the entrance of the facility notifying the public of surveillance on site.
31. Prior to a certificate of occupancy being issued for the site, the Antioch Police Department shall conduct a site inspection to assess the security of the site. Any changes the Antioch Police Department deems necessary upon site inspection shall be incorporated into a revised site security plan that is then submitted for their review and approval. No certificate of occupancy will be issued without final approval of a site security plan by the Antioch Police Department.
32. Security measures shall be designed to ensure emergency access is provided to the Antioch Police Department and the Contra Costa Fire Department for all areas on the premises in case of an emergency.
33. Security surveillance cameras shall be installed and maintained in good working order to provide coverage on a twenty-four (24) hour real-time basis of all internal and external areas of the site where cannabis is stored, transferred and dispensed, where any money is handled, and all parking areas. The cameras shall be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras shall remain active at all times and be capable of operating

under any lighting condition. Security video must use standard industry format to support criminal investigations and shall be maintained for a minimum of sixty (60) days.

34. A professionally monitored security alarm system shall be installed and maintained in good working condition. The alarm system shall include sensors to detect entry exit from all secure areas and all windows. The name and contact information of the alarm system installation and monitoring company shall be kept as part of the onsite books and records.
35. A local contact who will be responsible for addressing security and safety issues shall be provided to, and kept current with, the Antioch Police Department.

* * * * *

I HEREBY CERTIFY the foregoing resolution was duly adopted by the Planning Commission of the City of Antioch, County of Contra Costa, State of California, at a regular meeting of said Planning Commission held on the 6th day of March, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

FORREST EBBS,
SECRETARY TO THE
PLANNING COMMISSION

ATTACHMENT “B”

ORDINANCE NO. 2143-C-S

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING CHAPTER 5 OF TITLE 9 OF THE ANTIOCH MUNICIPAL CODE ESTABLISHING A CANNABIS BUSINESS (CB) ZONING OVERLAY DISTRICT WITH ACCOMPANYING TEXT

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

1. On May 22, 2018, the City Council found that the proposed project is exempt from the California Environmental Quality Act (CEQA), per Section 15061(b)(3) as it is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be seen with certainty that there is no possibility that the proposed project may have a significant effect on the environment.
2. On May 2, 2018, the Planning Commission held a duly notice public hearing and recommended that the City Council amend the Antioch Municipal Code to establish a Cannabis Business (CB) Zoning Overlay District with accompanying text.
3. The regulation of land use, including cannabis businesses, throughout the City of Antioch is in the interest of the City and its residents as land uses have the potential to create a public nuisance if not properly regulated.

SECTION 2: Add the following definitions to Section 9-5.203 DEFINITIONS

CANNABIS BUSINESS. A person, partnership, corporation, company, association, collective, or cooperative which engages in commercial cannabis use(s).

CANNABIS RETAIL. A cannabis business that distributes, dispenses, stores, exchanges, packages, re-packages, labels, sells, makes available, transmits, or gives away cannabis or cannabis products for either medical or recreational use and is operated in accordance with state and local laws and regulations. Cannabis retail includes, but is not limited to, selling and/or delivering cannabis or cannabis products as part of a sale, pursuant to a Type 10 cannabis license, or a cannabis license subsequently established.

CANNABIS. All parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, or any other strain or varietal of the genus *Cannabis* that may exist or be discovered, or developed, that has psychoactive or medical properties, whether growing or not, including but not limited to the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its

seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. "Cannabis" also means marijuana as defined by California Health and Safety Code section 11018 and Business and Professions Code section 26001(f), as both may be amended from time to time. Any reference to cannabis or cannabis products shall include medical and nonmedical cannabis and medical and nonmedical cannabis products, unless otherwise specified. Cannabis or cannabis product does not mean industrial hemp as defined by Health and Safety Code section 11018.5, or the weight of any other ingredient combined with cannabis to prepare topical or oral administrations, food, drink, or other product. Cannabis does not include the mature stalks of the plant; fiber produced from the stalks; any compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted there from); fiber, or the sterilized seed of the plant which is incapable of germination.

CANNABIS PRODUCT. Cannabis that has undergone a process whereby the plant material has been transformed into concentrate, including, but not limited to concentrated cannabis, or an edible or topical product containing cannabis and other ingredients.

SECTION 3. Add the following text to Section 9-5.301 DISTRICTS ESTABLISHED AND DEFINED

(EE) CB Cannabis Business Overlay District. This overlay district provides sites suitable for the establishment of a cannabis business when compatible with the underlying zoning designation and upon approval by the City Council. Section 9-5.203, "Definitions" of the Antioch Municipal Code is amended as follows:

SECTION 4. Add the following text to the end of Section 9-5.3801 SUMMARY OF ZONING DISTRICTS

CB Cannabis Business Overlay District

SECTION 5. Amend Table 9-5.3803 as follows:

SECTION 6. Add the following Section to Chapter 5 of Title 9 of the Antioch Municipal Code:

Section 9-5.3845 CANNABIS BUSINESSES

A Cannabis Business may be established within the Cannabis Business (CB) Zoning Overlay District only under the following conditions:

- (A) A Use Permit from the City Council is required for all cannabis land uses, including cannabis businesses and cannabis retail. The application shall be considered by the Planning Commission who shall make a recommendation to the City Council.
- (B) A cannabis business shall be located no closer than 600' from the following:
 - (1) Any private or public school serving students grade kindergarten through high school;
 - (2) Any public park owned or operated by the City of Antioch;
 - (3) Any property occupied by a residential land use or with a residential or General Plan Land Use Designation or zoning designation.
- (C) In addition to the standard findings for approval of a Use Permit, the City Council shall make the following additional finding in support of approval of a Use Permit for a cannabis business.
 - (1) That the location and site characteristics of the proposed cannabis business are consistent with all applicable State laws and City standards or guidelines, that all provisions have been made to ensure that the operation of the cannabis business will not create excessive demands for police service or other public services, and that the cannabis business will benefit the City of Antioch.

SECTION 7. Modify the Zoning Map to include the Cannabis Business (CB) Zoning Overlay District as follows:

SECTION 8. CEQA.

The above amendments to the City's Municipal Code are exempt from environmental review per CEQA Guidelines under the General Rule, 14 California Code of Regulations, section 15061(b)(3). The proposed code amendments are consistent with California Law, specifically Government Code section 65850.7 and Civil Code section 714. It can be seen with certainty that the proposed Municipal Code text amendments will have no significant effect on the environment.

SECTION 9. Publication; Effective Date.

This Ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption by the City Council at a second reading and shall be posted and published in accordance with the California Government Code.

SECTION 10. Severability.

Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

* * * * *

I HEREBY CERTIFY that the foregoing ordinance was introduced at a regular meeting of the City Council of the City of Antioch held on the 22nd day of May, and passed and adopted at a regular meeting thereof, held on the 26th day of June, by the following vote:

AYES: Council Members Wilson, Thorpe and Tiscareno

NOES: Council Member Ogorchock and Mayor Wright

ABSENT: None

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk of the City of Antioch

ATTACHMENT “C”

Cannabis Business Land Use and Operational Guidelines with Application Form



City of Antioch
Community Development Department
200 H Street, 2nd Floor
Antioch, CA
(925) 779-7035

Adopted by the City Council on September 11, 2018

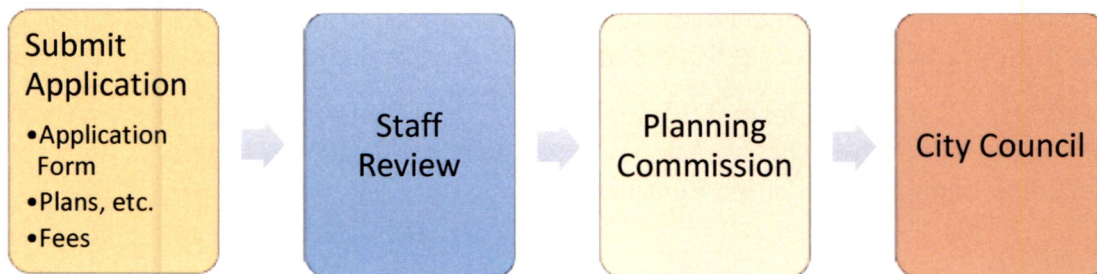


Background

On May 22, 2018, the Antioch City Council introduced an Ordinance amending Title 9, Chapter 5 of the Antioch Municipal Code, thereby creating new provisions for the consideration of cannabis businesses in the City of Antioch. The Ordinance was read again on June 26 and became final on July 26, 2018. A copy of the Ordinance is contained in this document. The Code Amendment established new definitions, imposed basic standards, and created a new Cannabis Business (CB) Zoning Overlay District. Within the CB Zoning Overlay District, a party may apply for a Use Permit from the City Council for the establishment of a Cannabis Business.

Process

The process for applying for a Use Permit for a Cannabis Business is as follows:



City Council decisions are not appealable. City staff may, at its discretion, elect to use outside consultants to process an application. In such a case, the applicant is required to pay the full cost of the consultant contract prior to initiation of the work.

City staff may request a pre-application meeting with the applicant and property owner to discuss the proposal prior to a formal submittal.

Fees

The fee for an application for a Use Permit for a Cannabis Business is established in the Master Fee Schedule. As of July 1, 2018, a \$2,000 deposit is required and all subsequent costs are based on expended time and materials. If an outside consultant is used, the applicant will be responsible for the entire cost of the consultant contract and any additional staff time and materials.

Definitions

The following definitions are established in Section 9-5.203 of the Antioch Municipal Code.

Cannabis Business. A person, partnership, corporation, company, association, collective, or cooperative which engages in commercial cannabis use(s).

Cannabis Retail. A cannabis business that distributes, dispenses, stores, exchanges, packages, re-packages, labels, sells, makes available, transmits, or gives away cannabis or cannabis products for either medical or recreational use and is operated in accordance with state and local laws and regulations. Cannabis retail includes, but is not limited to, selling and/or delivering cannabis or cannabis products as part of a sale, pursuant to a Type 10 cannabis license, or a cannabis license subsequently established.

Cannabis. All parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, or any other strain or varietal of the genus *Cannabis* that may exist or be discovered, or developed, that has psychoactive or medical properties, whether growing or not, including but not limited to the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis. "Cannabis" also means marijuana as defined by California Health and Safety Code section 11018 and Business and Professions Code section 26001(f), as both may be amended from time to time. Any reference to cannabis or cannabis products should include medical and nonmedical cannabis and medical and nonmedical cannabis products, unless otherwise specified. Cannabis or cannabis product does not mean industrial hemp as defined by Health and Safety Code section 11018.5, or the weight of any other ingredient combined with cannabis to prepare topical or oral administrations, food, drink, or other product. Cannabis does not include the mature stalks of the plant; fiber produced from the stalks; any compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted there from); fiber, or the sterilized seed of the plant which is incapable of germination.

Cannabis Product. Cannabis that has undergone a process whereby the plant material has been transformed into concentrate, including, but not limited to concentrated cannabis, or an edible or topical product containing cannabis and other ingredients.

Amendments

These Guidelines may be amended if initiated by the City Council, Planning Commission or City staff. Amendments require approval by the City Council.

Basic Standards and Findings

Within the newly-adopted Ordinance are basic standards for operation for Cannabis Businesses. They are as follows:

A cannabis business shall be located no closer than 600' from the following:

- (1) Any private or public school serving students grade kindergarten through high school;
- (2) Any public park owned or operated by the City of Antioch;
- (3) Any property occupied by a residential land use or with a residential or General Plan Land Use Designation or zoning designation.

When an application is received and determined to be complete, staff will make a recommendation to the Planning Commission and, ultimately, the City Council. The basis of this recommendation will be the ability to make the required findings for a Use Permit, which are as follows:

- (a) That the granting of such use permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity;
- (b) That the use applied for at the location indicated is properly one for which a use permit is authorized;
- (c) That the site for the proposed use is adequate in size and shape to accommodate such use, and all yard spaces, walls, fences, parking, loading, landscaping, and other features required, to other uses in the neighborhood;
- (d) That the site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use; and

(e) That the granting of such use permit will not adversely affect the comprehensive General Plan.

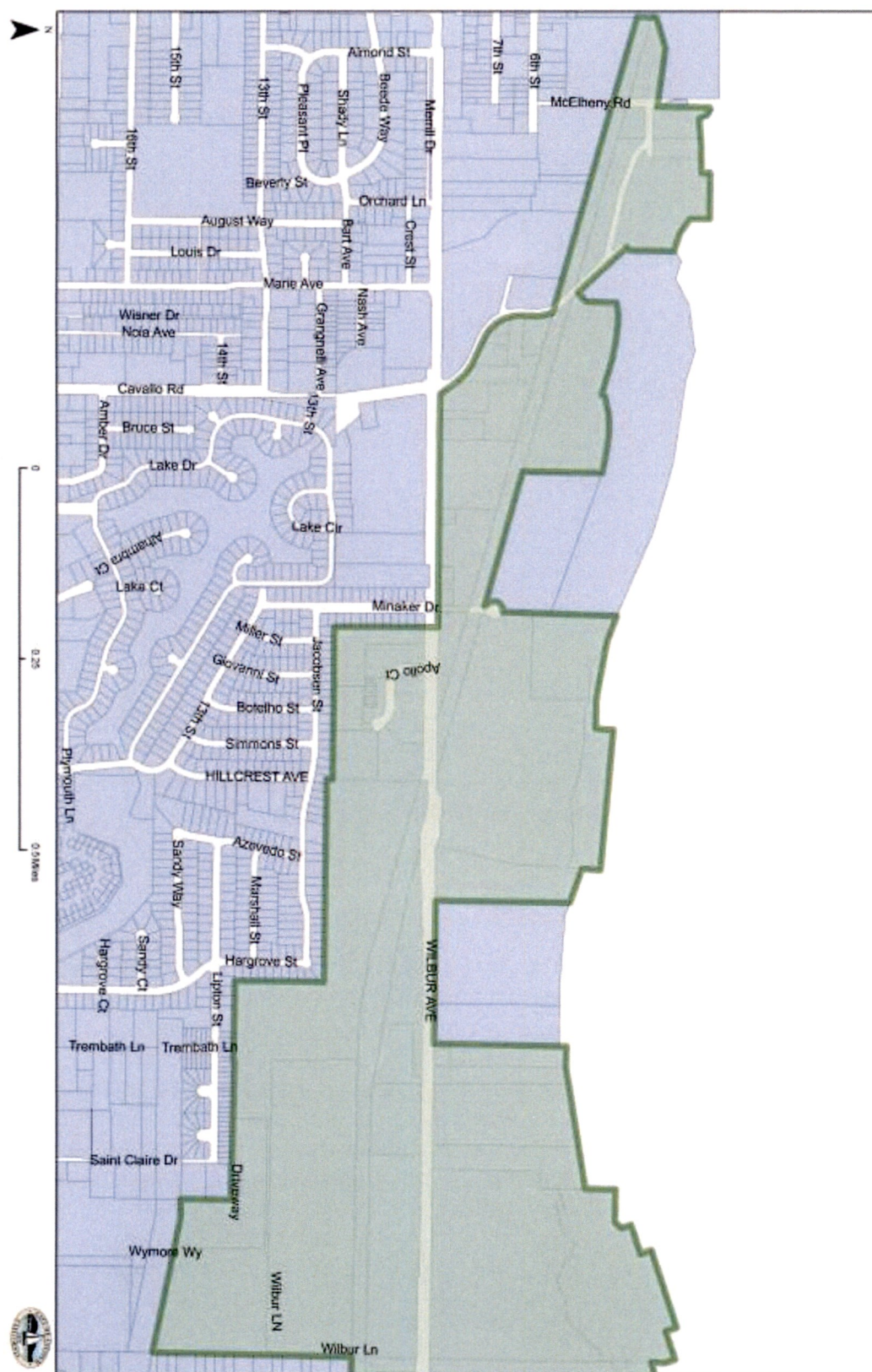
In addition to the standard findings for approval of a Use Permit, the City Council must also make the following finding for a Cannabis Business.

- (1) That the location and site characteristics of the proposed cannabis business are consistent with all applicable State laws and City standards or guidelines, that all provisions have been made to ensure that the operation of the cannabis business will not create excessive demands for police service or other public services, and that the cannabis business will benefit the City of Antioch.

In order for the City to make the unique finding for a Cannabis Business, the City of Antioch may ask that the applicant enter into a Development Agreement to impose additional financial obligations on the Cannabis Business to address anticipated increased costs to provide necessary City services, including police.

Cannabis Business Overlay District Map

A Cannabis Business Use Permit Application may be accepted for properties within the Cannabis Business (CB) Zoning Overlay District, shown in green on the following maps:





Guidelines

Purpose and Applicability

The purpose of these guidelines is to provide the public with the City of Antioch's general expectations relating to the design and operation of a Cannabis Business. These guidelines were adopted by the Antioch City Council on September 11, 2018 by Resolution No. 2018/117*. These guidelines will form the basis of a staff recommendation to the Planning Commission and City Council and will contribute to the written findings for approval. In addition, these guidelines will be required, as appropriate, as Conditions of any forthcoming approval. Conformance to all State regulations is mandatory and cannot be modified by Use Permit.

Security

1. Cannabis Businesses should provide adequate security on the premises, including any on-site security, lighting and alarms, to insure the public safety and the safety of persons within the facility and to protect the premises from theft.
2. All Cannabis Businesses should provide at least one, State-licensed, security guard on the premises during hours of operation.
3. Building Security. All points of ingress and egress to a Cannabis Business should be secured with Building Code compliant commercial-grade, non-residential door locks and/or window locks. Cannabis Retail businesses should contain crash barriers, such as bollards, to separate parking or vehicle-accessible areas, from storefronts.
4. Emergency Access. Security measures should be designed to ensure emergency access is provided to the Police Department and Fire Department for all areas on the premises in the case of an emergency.
5. Cameras. Security surveillance video cameras should be installed and maintained in good working order to provide coverage on a twenty-four (24) hour real-time basis of all internal and exterior areas where Cannabis is cultivated, weighed, manufactured, packaged, stored, transferred, and dispensed. The cameras should allow for remote access to be provided to the Antioch Police Department. The security surveillance cameras should be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras should remain active at all times and should be capable of operating under any lighting condition. Security video must use standard industry format to support criminal investigations and should be maintained for sixty (60) days.
6. A professionally monitored security alarm system should be installed and maintained in good working condition. The alarm system should include sensors to detect entry and exit from all secure areas and all windows. Cannabis Businesses should keep the name and contact information of the alarm system installation and monitoring company as part of the Commercial Cannabis Business's onsite books and records. Cannabis Operators should also identify a local contact who will be responsible for addressing security and safety issues and should provide and keep current that contact information to the Police Department as part of the permitting process.
7. Cannabis products and associated product manufacturing, distribution or cultivation waste should be stored and secured in a manner that prevents diversion, theft, loss, hazards and nuisance.

8. Signs should be used sparingly and should not state that cannabis or cannabis products are stored, sold or handled on the site. Images of cannabis leaves, green crosses, or similar commonly-identifiable graphics should be avoided. Text signage is preferable.
9. A secured, gated or enclosed area for receipt and delivery of inventory should be provided.
10. Hours of operation for retail uses should be limited to between 8:00 am and 8:00 pm.

Inspections

11. Inspections. During regular business hours, all Cannabis Business premises should be accessible, upon request, to an authorized city employee or representative for random and/or unannounced inspections.

Odor Control

12. All Cannabis Businesses should incorporate and maintain adequate on-site odor control measures such that the odors as a result of cultivation, manufacturing, distribution, transport or sales of Cannabis and Cannabis-related products cannot be readily detected from outside of the structure in which the Business operates or from other non-Cannabis businesses adjoining the Commercial Cannabis Business.

Manufacturing

13. Loop Systems. No closed loop ventilation systems should be utilized without prior inspection and approval of the City's Building Official and Fire Code Official.
14. Standards of Equipment. Manufacturing, processing and analytical testing devices used by the Cannabis Manufacturer must be UL (Underwriters Laboratories) listed or otherwise certified by an approved third-party testing agency or engineer and approved for the intended use by the City's Building Official and Fire Code Official. Such compliance shall be demonstrated to the satisfaction of the Building Official prior to occupancy of the site.
15. Edible Product Manufacturing. Commercial Cannabis Businesses that sell or manufacture edible cannabis products should obtain any necessary permits from the Contra Costa County Environmental Health Division and/or other permitting body. Permit holders should comply with State and County health permit requirements. These requirements provide a system of prevention and overlapping safeguards designed to minimize foodborne illness, ensure employee health, demonstrate industry manager knowledge, ensure safe food preparation practices and delineate acceptable levels of sanitation for preparation of edible products.

Location and Separation

16. Separation. Per the Antioch Municipal Code, any Cannabis Business must be located at least 600' from the following:
 - Any private or public school serving students grade kindergarten through high school;
 - Any public park owned or operated by the City of Antioch;
 - Any property occupied by a residential land use or with a residential or General Plan Land Use Designation or zoning designation.

This separation will be measured from the furthest extent of the Cannabis Business operation, which may be a building wall, property line, parking lot boundary or other feature.

17. Buffers. In addition to the basic separation requirements, all Cannabis Retail businesses should reflect the following:

- Overconcentration. To avoid overconcentration, a Cannabis Retail business, as defined, should not be located within 600 feet of any other Cannabis Retail business within the City. This separation does not apply to non-retail Cannabis Businesses; a Cannabis Retail business and a non-retail Cannabis Business may be located on the same site or within close proximity.
- Legal Non-Conforming Use. Establishment of a school or sensitive land use, as defined in Business and Professions Code Section 26054 and Health and Safety Code Section 11362.768, within the required buffer of a Cannabis Business after such facility has obtained a Conditional Use Permit shall render the Cannabis Retail business a legally non-conforming use.

Delivery Services

18. If delivery services will be provided as part of the Cannabis Retail business, the application should describe the operational plan and specific extent of such service, security protocols, and how the delivery services will comply with the requirements set forth in state law.

19. Delivery vehicles should not contain identifiable markings that associate the delivery service with the cannabis business.

20. Delivery services operating within the City of Antioch, but whose physical place of business is located outside of the City of Antioch is not governed by this Ordinance.

21. A Cannabis Business, including delivery, may not be operated through a Home Occupation Use Permit or from a residential building.

Cultivation

22. The commercial cultivation of Cannabis should only be conducted within a fully enclosed space.

23. Pesticides. The Cultivation of Cannabis must be conducted in accordance with all applicable federal, state, and local laws and regulations governing the use of pesticides. Any fumigation or insecticidal fogging should comply with the California Fire Code Chapter 26 (Fumigation and Insecticidal Fogging).

Cannabis Retail

24. Cannabis Retail businesses should comply with the following operational requirements:

- No person should be permitted to enter a Cannabis Retail business without government issued photo identification. All persons entering the business must be at least 21 years of age. A Cannabis Retail business should not provide Cannabis or Cannabis Products (Medical or Non-Medical) to any person, whether by purchase, trade, gift or otherwise, who does not possess a valid government-issued photo identification card or a valid physician's recommendation under Section 11362.712 of the Health and Safety Code. The operator should have an electronic device to read and validate valid identification cards and driver's licenses.

- Hours of Operation. A Cannabis Retail business may operate up to seven (7) days per week with the hours of operation determined by the City Council with the issuance of a Conditional Use Permit. The City may impose more restrictive hours of operation due to site-specific conditions or as the result of excessive and extraordinary calls for service, as determined by the City's Police Department.
- Smoking or ingestion of cannabis products on-site are discouraged. If it is proposed, there should be a complete description of the operation included.
- Secured Access. A Cannabis Retail business should be designed to prevent unauthorized entrance into areas containing Cannabis or Cannabis Products. Limited access areas accessible to only authorized personnel should be established.
- Product Storage. Cannabis Products that are not used for display purposes or immediate sale should be stored in a secured and locked room, safe, or vault, and in a manner reasonably designed to prevent diversion, theft, and loss.
- Cannabis Paraphernalia. No Cannabis Retail business should sell or display any cannabis related paraphernalia or any implement that may be used to administer Cannabis or Cannabis Products unless specifically described and authorized in the Conditional Use Permit. The sale of such products must comply with any other applicable state regulations.
- Site Management. The Cannabis Retail business operator should take reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises during business hours if directly related to the patrons of the subject retailer. For purposes of this subsection, "Reasonable steps" should include calling the police in a timely manner; and requesting those engaging in nuisance activities to cease those activities, unless personal safety would be threatened in making the request. In addition, "Reasonable steps" should also include regular maintenance of the entire property, including daily pick-up of trash, regular site maintenance, cover up of graffiti, etc.
- Permit Display. All Cannabis Retail businesses should maintain a copy of the Cannabis Business Use Permit and City of Antioch Business License issued by the City, as well as any other State and/or County licences, on display during business hours and in a conspicuous place so that they may be readily seen by all persons entering the facility.
- Storefront Entrance & Accessibility. The storefront entrance of a Cannabis Retail business should be ADA accessible and placed in a visible location that provides an unobstructed view from the public right-of-way. No signs, tinting, or other graphic material may be used to obscure the storefront windows.
- Drive-through, Drive-up or walk-up window services in conjunction with Cannabis Retail business are strongly discouraged.

Permit Revocation or Modification

25. The City Council may require modification, discontinuance or revocation of a Conditional Use Permit for a Cannabis Business if it finds that the use is operated or maintained in a manner that it:

- Adversely affects the health, peace or safety of persons living or working in the surrounding area;
- Contributes to a public nuisance; or
- Has resulted in excessive nuisance activities including disturbances of the peace, illegal drug activity, diversion of Cannabis or Cannabis Products, public intoxication, smoking in public, harassment of passerby, littering, or obstruction of any street, sidewalk or public way; or
- Has resulted in or has been the target of criminal activity requiring undue attention and dedication of Antioch Police Department resources; or

- Violates any provision of the Municipal Code or condition imposed by a City issued permit, or violates any provision of any other local, state, regulation, or order, including those of state law or violates any condition imposed by permits or licenses issued in compliance with those laws.

ATTACHMENT “D”



Chris Hester
2701 K Street, Suite 101A
Sacramento, CA 95816
Re: One Plant Antioch Dispensary - Security Plan Updates

Dear Mr. Kevin Scudero,

As discussed in our meeting on February 7, 2019, One Plant Antioch agrees to additional security requirements, including but not limited to the following:

1. Install a caged/gated delivery entrance and exit with a dedicated armed security guard to be present during all deliveries.
2. Bollards to be placed on the site based on input from the Police Department. These will be placed in front of windows and doors that might make the building vulnerable to a vehicle "smash and grab" scenario.
3. Entry and exit doors to restricted cannabis areas will be made of reinforced metal with metal frames and have a security lock system.
4. There will be two armed security guards on-site during business operating hours and one armed security guard on-site 24 hours a day, even when the facility is closed.
5. Visible signage will be placed at the entrance notifying the public of surveillance on site.
6. Hire a third party company that is approved by the Police Department, to perform an independent annual audit of the site's security plan.

One Plant Antioch understands and acknowledges that the Certificate of Occupancy will be granted by Police Department based off of final security walk through prior to opening the dispensary.

One Plant Antioch also acknowledges and commits to any other security measures deemed applicable by the City of Antioch and the Police Department in order to operate the dispensary and maintain compliance with all City and State ordinances.

Regards,

A handwritten signature in black ink, appearing to read "Chris Hester", with a stylized flourish extending from the end.

Chris Hester
Security Director
One Plant Antioch

ATTACHMENT “E”

Image 1 – Photo Credit: Level Up Dispensary, Scottsdale Arizona



Image 2 – Photo Credit: Level Up Dispensary, Scottsdale Arizona



Image 3 – Photo Credit: Level Up Dispensary, Scottsdale Arizona



ATTACHMENT “F”



City of Antioch

Cannabis Retail Business Application

Supplemental Materials

Chris Hester

916.529.0028

hest916@gmail.com

Delivery Operations

The following is supplemental documentation for Commercial Cannabis Delivery Services, in accordance with the City of Antioch Cannabis Business guidelines.

All deliveries of cannabis goods will be performed by a delivery employee of the One Plant Antioch retailer. All delivery employees will be 21 years of age or older. The delivery employee will, during deliveries, carry a copy of the retailer's current license, the employee's government-issued identification, and an identification badge provided by One Plant. In addition, the employee will carry a record of the order(s) that have been placed for the delivery they are current traveling to. All deliveries will be made in person.

One Plant Antioch plans to begin operations with one (1) delivery vehicle, which will be available to make deliveries during the same hours as the retail business hours. As such, there will be two (2) delivery employees, which will work in two shifts each day. As One Plant Antioch begins to understand the demand for deliveries, the number of delivery vehicles and delivery employees will be adjusted.

One Plant Antioch will operate deliveries in accordance with all state and local regulations regarding cannabis deliveries, including but not limited to the following:

Delivery Methods

The delivery employee will only deliver cannabis goods to a physical address in California. One Plant will not deliver cannabis goods to an address located on publicly owned land or any address on land or in a building leased by a public agency.

Prior to providing cannabis goods to a delivery customer, a One Plant delivery employee shall confirm the identity and age of the delivery customer. A One Plant delivery employee shall not leave the retail premises with cannabis goods without at least one delivery order that has already been received and processed by the One Plant retailer.

While making deliveries of cannabis goods, the delivery employee shall not consume cannabis goods and will only travel from the retailer's licensed premises to the delivery address; from one delivery address to another delivery address; or from a delivery address back to the licensed premises. A delivery employee will not deviate from the delivery path described in this section, except for necessary rest, fuel, or vehicle repair stops, or because road conditions make continued use of the route unsafe, impossible, or impracticable.

If a One Plant delivery driver does not have any delivery requests to be performed for a 30-minute period, he/she shall not make any additional deliveries and shall return to the One Plant retail premises. Required meal breaks shall not count toward the 30-minute period.

Delivery Vehicles

The One Plant delivery vehicle shall be enclosed vehicle and shall not have any marking or other indications on the exterior of the vehicle that may indicate that the delivery employee is carrying cannabis goods for delivery. Only the One Plant delivery employee shall be in the delivery vehicle at any time. The vehicle used for the delivery of cannabis goods will be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle. At all times, One Plant will be able to identify the geographic location of all delivery vehicles that are making deliveries for the retailer and shall provide that information to the Bureau upon request.

Upon request, One Plant will provide the Bureau with information regarding any motor vehicles used for the delivery of cannabis goods, including the vehicle's make, model, color, Vehicle Identification Number, license plate number and Department of Motor Vehicle registration. Applicant will also provide proof of insurance in a minimum amount of \$1,000,000.00 for bodily injury liability for any and all vehicles being used to transport cannabis goods.

Delivery Employees

All delivery employees will be 21 years of age or older and be an employee of the One Plant retail business. One Plant will maintain an accurate list of the delivery employees and shall provide the list to the Bureau or City upon request. One Plant shall document the history of all locations traveled to by a delivery employee while engaged in delivery. One Plant shall provide this information to the Bureau upon request. The history of all locations traveled to by a delivery employee while engaging in delivery shall be maintained by One Plant for a minimum of 90 days.

Cannabis Goods During Deliveries

While making deliveries, a delivery employee shall not carry cannabis goods worth in excess of \$5,000 at any time. This value shall be determined using the current retail price of all cannabis goods carried by the delivery employee.

While carrying cannabis goods for delivery, the delivery employee will ensure the cannabis goods are not visible to the public. Cannabis goods shall be locked in a fully enclosed box, container, or cage that is secured on the inside of the vehicle. Delivery employees will not leave cannabis goods in an unattended motor vehicle unless the motor vehicle is locked and equipped with an active vehicle alarm system.

Delivery Receipts

One Plant will prepare a delivery request receipt for each delivery of cannabis goods.

The delivery request receipt shall contain the following:

1. The name and address of the One Plant retailer;
2. The first name and employee number of the One Plant delivery employee who delivered the order;
3. The first name and employee number of the One Plant employee who prepared the order for delivery;
4. The first name of the customer and a retailer assigned customer number for the person who requested the delivery;
5. The date and time the delivery request was made;
6. The delivery address;
7. A detailed description of all cannabis goods requested for delivery. The description will include the type of good, the brand, the retail value, the track and trace identifier, weight, volume, or any other accurate measure of the amount of any cannabis goods requested.
8. The total amount paid for the delivery, including any taxes, fees, the cost of the cannabis goods, and any other charges related to the delivery; and
9. Upon delivery, the date and time the delivery was made, and the signature of the customer who received the delivery.

At the time of the delivery, the One Plant delivery employee will provide the customer who placed the order a copy of the delivery request receipt. The delivery employee will retain a signed copy of the delivery request receipt for One Plant's records.

Daily Limits

- Medicinal Cannabis Patients:
 - One Plant shall not sell more than eight ounces of dried, mature cannabis flower in a single day to a single cannabis patient or to a patient's primary caregiver purchasing medicinal cannabis on behalf of the patient.
- Adult-Use Cannabis Customer:
 - One Plant shall not sell more than 28.5 grams of non-concentrated cannabis in a single day to a single adult-use customer.
 - One Plant shall not sell more than 8 grams of cannabis concentrate in a single day to a single adult-use customer.

Cannabis Paraphernalia

One Plant Antioch does not plan to sell rolling papers, pipes, bongs, etc. However, with the City of Antioch's permission, One Plant would like to receive authorization in the

Conditional Use Permit to sell the following products which maybe used to administer cannabis concentrates:

- Vape pen batteries + chargers: the vape pen battery is what provides the charge that transforms cannabis oil into full-flavored vapor. As the One Plant retail shop plans to sell cannabis concentrates in the form of cartridges, we would also like to be able to offer the vape battery to our customers to go along with their cannabis oil cartridge purchases.
- Disposable vape pens: a pre-filled oil vape cartridge in a pen. Once the cannabis cartridge is used up, the whole is pen is disposable and you are not able to reload.

ATTACHMENT “G”



**City of Antioch Commercial Cannabis Business
Application Package - Retail Sales**

Neighborhood, Community, and Employee Relations Plan

Employee Training Overview

Applicant understands that the proper training of employees and members of management is the cornerstone to providing safe, conscientious service to patients, customers and the greater community of Antioch. In order to ensure that all employees understand the importance of protecting patient privacy and adhering to HIPAA and other confidentiality regulations, Applicant will work with third-party trainers, such as ServSafe certifiers and METRC™ trainers, as well as local law enforcement to develop and collect feedback following each training program. The Director of Operations, will be responsible for the development, implementation, and oversight of training material and patient interaction, and will summarize training materials for employees. Justin will also be responsible for designing assessment materials which all employees must pass, initially upon hire, and quarterly thereafter. Training materials will be provided in written and electronic formats, which all employees will have access to.

Before becoming authorized to dispense cannabis at One Plants dispensary, employees will participate in a comprehensive training program with particular emphasis on safety programs and the importance of protecting patient confidentiality. Safety training, described in greater detail herein, will cover the ways in which employees are expected to handle emergencies and safety related issues at the dispensary. These comprehensive and ongoing trainings will ensure Applicant employees are equipped with the skills required to protect patient confidentiality while providing the highest level of service to our patients.

Safety and Security Training

Applicant acknowledges that all employees hired by the dispensary must participate in safety training. Applicant will facilitate the following Safety and Emergency Response Training Program, ensuring that all members of the team understand how to properly handle emergency situations at the dispensary:

Table 1: Safety and Security Training

Training Name	Annual Training Length	Summary of Training
Emergency Action Response Planning	3 Hours	Applicant feels strongly that all team members should understand the security measures in place at the dispensary and each employee's response in the event of a security emergency including, but not limited to, armed robbery. All employees will be trained to identify both security and medical

		emergencies and to respond accordingly. Response includes notifying proper members of management as well as enforcement and medical emergency first responders.
Employee Accident Reporting and Investigation Policies	2 Hours	Training and instruction for employees regarding the appropriate method to report an incident to a supervisor and how to properly document accidents, emergency situations, and adverse events.
Fire Prevention and Fire Safety	3 Hours	Addresses the roles of employees as it pertains to understanding of the various threats and hazards that are most likely to cause a fire within the facility, as advised by OSHA's Fire Safety in the Workplace curriculum. Employees will have clear definition of their respective roles in preventing fires, and maintaining safety protocols in the event of a fire.
Hazard Communication Training	2 Hours	Training will be aligned with OSHA's Hazard Communication Program to train and educate employees on the safe handling, proper storage, and emergency procedures for hazardous substances and hazardous waste.
Maintaining and Understanding Material Safety Data Sheets (MSDS)	1 Hour	Training and instruction includes accurate documentation of potentially hazardous substances, storage and access to MSDS documents for each type of hazardous substance, and MSDS measures for handling hazardous waste.
Storage and Handling Training	3 Hours	Sanitation and hygiene training will instruct employees on the proper handling of consumable goods, and includes food-grade storage, cleaning and sterilization practices, and biological contamination prevention. Training will include proper storage measures to prevent deterioration or degradation.
Personal Protective Equipment (PPE) Usage Training	1 Hour	PPE will serve as a barrier from hazards, but also protects sterile environments from contamination from bodily contact. As necessary, employees will be instructed on the proper use of PPE when handling cannabis waste or hazardous substances.

Confidentiality Training

Confidentiality training will teach each employee how to collect, handle and store patient records so that records are not accessible by other members of the team, or unauthorized users, unless needed. The Director of Operations will explain the proper way to ask patients sensitive questions about their health and condition, how to take notes during patient conversations and when notes are prohibited, how to update patient records during the patient intake process so records are protected within our secure software system, and how to properly dispose of records so that sensitive material is shredded and inaccessible. We understand that many of our employees may join our company from other professions where confidentiality may not have been a concern or job requirement. As such, we will require each member of our team to participate in extensive training so that we may hold our entire team accountable while ensuring the safekeeping of patient files.

Table 2: Patient Confidentiality Training

Training Name	Training Length and Frequency	Summary of Training
Protecting Patient Confidentiality	4 Hours Twice Annually	Confidentiality training will focus on the critical nature of maintaining patient confidentiality and privacy whenever interacting with patients and discussing their medical information. This will also cover the importance of adhering to all confidentiality protocols for information security when collecting confidential patient information.
Patient Verification	3 Hours Twice Annually	Access to a cannabis facility is restricted to the licensees, employees of the licensee, and registered qualifying patients and registered primary caregivers with valid registry cards. This training will ensure that employees understand how to properly verify a patient's registry card before permitting the patient to enter the dispensary, as well as ensuring the employee maintains confidentiality of the patient's information during the check-in process.
Qualifying Medical Conditions	4 Hours Twice Annually, or	This training provides a comprehensive overview of the qualifying medical conditions, symptoms experienced by patients diagnosed with each condition, and how to

	any time new conditions are added	make medical recommendations, accordingly. Protecting patient privacy while discussing medical conditions will also be covered.
Patient Counseling	4 Hours Twice Annually	Patients of Applicant will have the opportunity to meet one on one with an Applicant employee within a confidential patient consultation room within the dispensary to discuss their treatment options. During this training, employees will utilize content from the qualifying condition training to align therapeutic properties of cannabis and products to symptoms that may be treated with a particular strain or product. Employees will be trained to assist patients with their selection, in lieu of providing medical advice and to provide and explain educational materials, should a patient have health inquiries. This training will ensure that employees gain necessary skills for providing optimal patient care.
Regulatory Compliance	3 Hours Twice Annually	This training will cover the state and local regulations pertaining to purchasing limits, patient confidentiality, and record keeping.
Patient Service	4 Hours Once Each Quarter	Applicant employees will be trained to provide comprehensive, effective service to patients. This training will also cover: legality and regulations governing cannabis; how to maintain a safe, secure dispensary environment; how to engage in meaningful patient interactions; and patient education.
Specialized Software	4 Hours Twice Annually or After Updates	Specialized Software training will train employees how to use the various software programs, including METRC™ and a Point of Sale (POS) system, in alignment with HIPAA regulations, allowing for seamless use of reporting documents.

Contact Sheets and Emergency Communications

The Director of Operations will maintain current contact sheets to facilitate efficient, rapid communications in the event of an emergency. Each contact sheet will be posted next to all phones within the dispensary, and will be disseminated by email, as well as in hard copy, to employees during the employee onboarding process. While the regulations require contact information for emergency responders, poison control and the Management Team, Applicant has also included contact information for area hospitals and urgent care clinics.

Sample Emergency Contact Sheet

EMERGENCY CONTACT LIST	EMERGENCY In an emergency, dial 911 .	NON-EMERGENCY POLICE DEPT Local Phone Number
	POISON CONTROL Local Phone Number	NON-EMERGENCY FIRE DEPT Local Phone Number
	SECURITY DIRECTOR Name Local Phone Number	GENERAL MANAGER Name Local Phone Number
	ASSISTANT MANAGER Name Local Phone Number	LOCAL SERVICES Security Company: Phone Number Electric Company: Phone Number Water Company: Phone Number
	OTHER EMERGENCY CONTACTS Name Phone Alternate Phone	OTHER EMERGENCY CONTACTS Name Phone Alternate Phone

Training Records

Records will be maintained for all One Plant employees so the Company has a clear understanding of which employees have completed trainings, and whether or not additional trainings will be necessary for an employee based on insufficient scores on required assessments. A Certificate of Completion will be awarded to employees upon training completion and will be kept on file in accordance with our record keeping plan and HR policies. Our proposed dispensary is committed to maintaining a transparent and fully accountable set of employee training records for internal and external audits, and review by the City of Antioch (City) or the Bureau of Cannabis Control (Bureau), at

all times. All records of employee training and certifications will be maintained by the Human Resources (HR) department.

All physical documents concerning employee training and certifications will be stored in the Document Storage Area of the office, located in the restricted access area of the proposed dispensary. All physical records will be retained for a minimum of two years and available for immediate retrieval upon request by the City, Bureau, or any other authorized authority.

Ensuring Compliance

During the operations of our dispensary, it may become necessary for employees to disclose confidential patient information to a caregiver or other authorized individual in accordance with regulations. Release of patient information will be limited to specific members of our team. When making disclosures of patient health information, designated employees will be trained to take steps to minimize the disclosure of non-pertinent health information unless the disclosure is being made to the government under the requirements of HIPAA. Upon completion of the trainings outlined above, One Plant employees will understand that the following would be inappropriate, unethical, and/or illegal in regards to protecting patient confidentiality:

- Discussing or revealing patient information to anyone (e.g., friends, family, other patients, etc.);
- Removing any patient information from the dispensary for any purpose without explicit authorization;
- Discussing or revealing patient information to another employee unless the information must be shared pursuant to Company policy or regulations;
- Obtaining access to patient information not directly necessary for performing job duties;
- Copying patient files or other patient information onto a personal computer or transmitting patient files via e-mail or other electronic medium without encryption;
- Sending patient information via e-mail or fax without explicit authorization;
- Copying patient files or other patient information onto a USB, CD, or other electronic medium, without explicit authorization for a specific purpose, except when conducting authorized computer backup on a scheduled basis; and
- Placing patient information on the internet or into any other publicly-available forum without consent.

Any employee who is found to have violated our policies or state and federal regulations for protecting patient confidentiality will be subject to disciplinary action, up to, and including, termination.

Applicant will hold all staff, as well as patients and service providers, to high a standard of conduct. For our employees, this means required education on community relations, business ethics and compliance, and respectful behavior. These trainings will be conducted alongside community leaders, industry professionals, and health, fire, and law enforcement personnel. All employees will be expected to adhere to our Company's

code of conduct at all times. This will ensure that all employees maintain a professional and courteous demeanor both inside the facility and in the surrounding areas, as well as maintain up-to-date knowledge of laws and responsible cannabis use.

Feedback Programs

If any member of the Antioch community has a concern or complaint with regard to facility operations, they will be able to submit the concern through either our online submission forum, located on our website, or using a comment drop box located within the dispensary. These two feedback mechanisms will allow people to share their comments, complaints or concerns directly with our Management Team. Applicant will check the online forum daily and will respond to community members directly via the online forum or by phone, when applicable.

The Management Team will voluntarily produce a quarterly Community Assessment Report that outlines the most important concerns raised by the community and their respective responses. Results will be reviewed on a quarterly basis by the entire management team so that the company can address and respond effectively to concerns. Applicant is prepared to make adjustments to day-to-day operations should there be any identified negative effects on the community. Trainings and SOPs will be reevaluated when concerns are presented and, should significant changes be required of our procedures, mandatory training will be held for employees to ensure understanding across all teams.

Beyond establishing these two forums for obtaining feedback, the Applicant will also proactively seek feedback from all neighboring businesses within 300 feet of the dispensary a minimum of two (2) times per year. Applicant acknowledges that each neighboring business may wish to communicate concerns or ideas in a different manner. To accommodate this, the Applicant's Management Team will offer to meet at the neighboring businesses to speak directly with the owners of these companies. We will also offer meetings at the dispensary, should any neighboring business be interested in learning more about our business.

Ongoing Public Information Program

Applicant will deploy an ongoing Public Information Meeting series, designed to inform City residents of cannabis issues while informing residents about cannabis products and the proper, safe and legal ways cannabis products should be used. Applicant will host four (4) Public Information Meetings per year, one per quarter. Applicant will obtain City approval of each meeting prior to holding the meeting. Applicant's proposed format for these meetings is as follows:

1. Applicant will identify a venue off premises to host members of the community interested in learning more about our business, as well as general cannabis information.
2. Applicant will publicize the meetings on our website, through social media, by posting the meeting schedule at the dispensary and by communicating the meeting time and date with neighbors, City council and other community partners.
3. Each meeting will include:
 - a. Scheduled Learning Topic
 - i. These may include, but are not limited to: exploring various delivery systems; explaining various product categories and the cannabis brands and products within each category; discussions surrounding the proper dosing of cannabis; and alignment between cannabis products and medical conditions.
 - b. Question and Answer Session
 - i. Attendees will always have the opportunity to ask questions at the conclusion of the meeting. The Applicant's Management Team will also remain after the meeting to answer questions privately, should attendees wish to speak with a member of our team on a more personal level.

Public Relations

Applicant will address the unique challenges of operating a successful cannabis business with neighborhood compatibility in mind; a primary goal of our operations will be to minimize or eliminate any disturbances to those living or operating businesses near our facility so we can conduct business in a way that upholds our commitment to excellence, compliance and community stewardship. Applicant has developed an a plan to filter air and ensure no detectable odors escape the dispensary premise, as described in further detail in the response to *Records and Inventory*. As a component of this plan, a commercial-grade activated carbon air filtration system will be installed to effectively mitigate the likelihood of odor escaping the dispensary.

Applicant will post signage that spells out the "Prohibited Conduct Involving Marijuana and Marijuana Products" contained in Health and Safety Code in a conspicuous manner on the business premises for the education of patrons. The City shall develop a standard format and content for such signs.

As part of our commitment to education, Applicant will develop and implement an in-depth mandatory staff training program. Employee training will occur in both an educational, classroom style, as well as a practical, hands-on display of comprehension. Training topics will be vast and include information on customer service, patient confidentiality, fire safety, medical emergencies, and security, among others. Our training program will ensure all staff members are apprised of the most current local ordinances and state rules and regulations relevant to their position.

To ensure that the most critical information cascades through the enterprise quickly and accurately, important updates will be posted in common areas and sent via email to an all-staff distribution list. These updates may include information on regulatory changes, adjustments to Company policies, or information pertaining to employee rights. Before operations commence, Applicant will print, frame and prominently display our state and city licenses within the facility.

Applicant has established partnerships with experts in the cannabis industry to develop standard operating procedures (SOPs) and strategies that are innovative and highly effective. Applicant will conduct operations only between the hours of 8 a.m. and 8 p.m., and the facility will not play music or produce any other sound that may be detected at a disruptive volume during operations. Cannabis products will only be sold to qualifying purchasers between the hours of 8 a.m. and 8 p.m. Sampling of products and/or supplies on premises will be strictly prohibited. Applicant will also disallow physicians to conduct medical examinations or issue a medical certification document on premises for the purpose of obtaining a registry identification card.

Sourcing from Local Vendors

Upon obtaining a license, Applicant will institute a program called 'Antioch First,' which mandates that every member of our company selecting a third-party vendor or supplier first review a list of prequalified companies directly from the City of Antioch. Applicant aims to work with local businesses and contractors whenever possible, pursuing mutually beneficial relationships that promote the local community while allowing Antioch to flourish. Examples of services and goods Applicant will be in need of upon licensure and during operations include, but are not limited to: construction and engineering; equipment supply; packaging; waste management;

laundrying services; graphic design and printing; merchandise; technology providers; and dispensary design experts, among others.

Working side-by-side with the diverse residents and businesses of our community will enrich our company culture and ensure seamless integration as our business grows. We aim to be a role model employer and pillar of exemplary company values and business ethics, as we feel these elements truly uphold our definition of success. We will build business partnerships with other commercial entities and small businesses that share our ethics, culture and values to support and enrich the lives of local residents and patients while contributing to the development of Antioch's economy.

World Class Security

Expert Security Personnel

Applicant has engaged Chris Hester to serve as Security Director. Chris, an honorably discharged Marine Corps Veteran, is no stranger to strict protocol and ensuring the security and safety of people and premise. In this role Chris, will call upon his experience adhering to regulatory guidelines and transparent communication to refine and implement thorough security procedures. The Security Director will oversee all security personnel, the installation and maintenance of security equipment such as alarms and surveillance cameras, and for ensuring that the security measures implemented within the dispensary translate to a more secure business that will be a welcome addition to the surrounding community. He will also review all candidate background check information, including driving record information for delivery driver candidates.

Enhancing Community Security

Compliance, innovation, safety and excellence lay the foundation for successful operations, and Applicant's security plan exemplifies this commitment. The Security Director will oversee the development, implementation and management of the security plan. Through careful implementation of premise control measures, Applicant will maintain a safe, clean, and attractive premise, complete with an on-site security presence. The dispensary will have a multi-tiered and sophisticated security system, with layers of surveillance cameras used both inside and outside the premise, as well as security guards to further ensure safety. The dispensary will be secured by implementing the following additional security features:

- Installation of cameras capable of meeting the minimum recording requirements;
- Use of digital archiving devices;
- Installation of locking doors with electronic access key fobs to prevent unauthorized access to, and within, the dispensary;
- Installation of sufficient lighting for the exterior, parking areas, and facility entrances and exits;
- Frequent inspections of all equipment and physical security features to ensure working order and functionality;

- Proactive hosting of city and state officials, including members of law enforcement and the fire department to co-evaluate the dispensary's security measures and to ensure that members of law enforcement understand the various access points in the event of an emergency;
- Training of all staff, and extensive, ongoing training of security staff; and
- Implementation of a Zero Tolerance Policy with regard to consumption of drugs and alcohol on Company premises.

Applicant will ensure that all security measures are maintained to the highest degree of effectiveness and will adopt new innovative security measures as they become available and/or are required by the state of California or City of Antioch. The dispensary and surrounding vicinity will be patrolled regularly to prevent loitering, and business practices will be implemented to mitigate potential disturbances to our neighbors and surrounding businesses, such as unwarranted noise, odor, litter, or graffiti.

These security systems will have a compounding positive impact on the neighborhood. Applicant will forge key partnerships with the community, neighboring local businesses, and law enforcement to maintain open communication, enabling a culture of absolute transparency and facilitating coverage to deter overall crime.

Our Commitment to Safe Citizens

Adding to the veil of security described above, Applicant will pursue community-based safety and security trainings in an effort to equip employees with the skills required to handle emergency situations or respond to threats, including self defense training, tourniquet training, or CPR training. These trainings support Applicant's goal of promoting education and leaving a lasting, positive impact on Antioch. Applicant will work with Antioch's Community Emergency Response Team (CERT). Members of Applicant's staff will be encouraged to serve on the county's CERT program to aid in emergency scenarios or other events in which additional security and safety personnel is required. As a veteran, Chris Hester will also be tasked with connecting to Antioch's veteran community. Applicant recognizes not only the extreme importance of implementing an uncompromising security program, but also the opportunity that exists to work hand-in-hand with local law enforcement to improve the safety and preparedness of Antioch, as a whole.

Conclusion

Applicant plans to become more than a business that provides cannabis to qualified patrons; it will become a welcomed, trusted, and valued member of the community and a model of exemplary company principles and culture. Applicant is committed to actively serving the community as a responsible employer and neighbor. Through strict compliance with Antioch's City regulations, as well as California state laws and regulations, and by continuing open communication with neighbors and community members, Applicant will make a positive impact on the surrounding area. This focus will be embodied in every aspect of business operations.

By creating jobs, engaging in strong business relationships with local companies and organizations, educating the community, and providing the safest and highest quality cannabis products and service, Applicant will create an impact on the local economy for generations to come.

Applicant's executive and management team will meet regularly to discuss the Company's objectives and progress toward reaching each community related goal established by the Company. All-staff meetings, will be hosted at least twice annually, to discuss the Company's involvement in the community and encourage all employees to contribute ideas on how best to serve the community. While this neighborhood and community involvement response has been thoughtfully prepared, Applicant's team understands that community engagement must be a living process, evolving as the needs of Antioch evolve.