



TRINITY COUNTY
COMMUNITY DEVELOPMENT SERVICES
BUILDING ♦ PLANNING ♦ ENVIRONMENTAL HEALTH
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Kim Hunter, Director

**PROJECT DESCRIPTION
FOR TRINITY COUNTY COMMERCIAL CANNABIS OPERATION**

Before the County can grant a provisional license, an applicant must demonstrate that CEQA compliance is underway through preparation of an Initial Study. An accurate project description is required before the County will issue a Provisional license as the first step of completing an initial study.

The purpose of this document is to provide guidance regarding how to complete a Project Description to fulfill this requirement.

Overview of a Project Description

A project description provides information about the project site, including existing conditions and facilities, proposed facilities and improvements (both on and off site), and the construction methods and operations practices of the proposed project.

Note: The Project description must include activities at the point any cannabis cultivation commenced, regardless of how large an operation, on or after August 2016. The description must include how operations have changed over time and what changes are reasonably expected in the future.

The County can complete its review more quickly and efficiently when applicants provide the information needed to complete an independent evaluation of the proposed project. This will translate into faster issuance of licenses for qualified applications.

Project Description Information Required¹

- **Project Location** – Indicate the precise location and boundaries of the proposed project. At a minimum, provide an address and the location of the project on an appropriately scaled map (i.e., one that shows both the specific location of the project and enough surrounding area to allow the County to understand its general location). Provide this information on a topographic map or aerial photograph.
- **Description of Project Site** – Provide a premises map and a property diagram showing the location of all existing structures and facilities, and all proposed structures and facilities, labeled so reviewers can distinguish the existing features from proposed features. Applicants may attach the proposed premises and property

¹ Must include description from when cannabis cultivation occurred on or after August 2016.

diagram, provided the diagram delineates those details described above. Also provide the following information about the project site:

- Description of existing topographic conditions on the project site and surrounding areas (is the project site generally flat, gently sloped, or steeply sloped);
 - Description of current land uses on the project site and any existing buildings and structures;
 - Description of any natural features or habitats on the project site (e.g., wetlands, stream channels, forested areas); and
 - Description of land uses surrounding the project site.
- **Required Site Improvements (Construction Activities)** – The project description should include details of all improvements that will be made to the project property as part of the proposed project. This should include the following information, as relevant:
 - Any new small or accessory structures that will be constructed, including the location (on the premises map), dimensions, purpose, how long their construction is expected to last, and what types of equipment will be used for each;
 - Any modifications or improvements to existing buildings or facilities that will be completed, including the nature of the improvements;
 - Any new facilities, including infrastructure improvements or upgrades, whether those improvements are located on the project site or off site (e.g., extension of water line);
 - Any grading that will be required and the anticipated amounts of cut and fill; and
 - Where construction equipment and materials storage (staging) areas will be located, where appropriate.
 - **Description of Project Operations** – Provide the following information about project operations:
 - Number of employees;
 - Number of daily trips for delivery of materials or supplies and shipment of product;

- Description of the public and private roads that will be used for access to and from the proposed use;
- The source(s) of water for irrigation, processing, and domestic use;
- The method for treatment of wastewater generated by the project; and
- The source of energy used in operation of the project, and a list of all energy management and efficiency features included in the project.

Should project operation details (e.g., source(s) of water, method(s) for treatment of wastewater, source(s) of energy) be described in other portions of the application and/or attachments, applicants may direct reviewers to where these details have been provided. However, for reviewer efficiency purposes, applicants are encouraged to provide a complete project description that includes those details pertaining to proposed operations.

- **Environmental Commitments** – Describe any environmental commitments regarding project construction or operations that the applicant proposes, including those required by ordinance and any others included voluntarily. Environmental commitments could be related to energy efficiency, water efficiency, noise abatement, lighting, or other aspects of the project that may reduce the impacts of the project on the environment.
- **Other Required Permits and Approvals** - A list of other environmental permits that may be required or have been obtained (e.g., annual cultivation license from CDFA, water right permit from State Water Resources Control Board (SWRCB) for diversion of surface waters, proof of enrollment in enrollment in or exemption from either the SWRCB or Regional Water Quality Control Board program for water quality protection, Lake or Streambed Alteration Agreement from California Department of Fish and Wildlife).