



**TRINITY COUNTY**  
**BUILDING - ENVIRONMENTAL HEALTH**  
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**Lisa Lozier, Interim Director**

**Memorandum of Policy**  
**Less than Three Acre Conversion Exemptions**

To whom it may concern:

The Trinity County Planning Department has adopted the following internal policy for review of Less than Three Acre Conversion Exemptions:

1. If the bona fide intent is for a use which requires a permit from the Trinity County Building or Planning Department (e.g., residence, garage, shop, etc.), the applicant must submit the appropriate application(s) for said permits prior to County approval of the conversion.
2. The bona fide intent of the conversion must be an allowed use in the project parcel's zoning district or a use permit must be in place for the use associated with the bona fide intent.

If the bona fide use of a 3-Acre Conversion Exemption includes cannabis cultivation:

1. The applicant must have an active Commercial Cannabis License on file with the Trinity County Cannabis Division. Conversion exemptions will not be approved for parcels without an active license.
2. Conversion exemptions will be approved for timber within the Designated Area (up to 200 percent of the allowed area for the license type on file; as defined in Trinity County Code §17.43.010) and for necessary road/infrastructure construction or upgrades. Some additional conversion area may be approved for shade or if trees need to be removed for compliance actions such as retrofitting a culvert, if proper documentation is provided. Proper documentation may include detailed maps, photos of the proposed conversion area showing the shade trees to be removed in relation to the cultivation area, and/or photos of trees to be removed for compliance actions.

Sincerely,

A handwritten signature in blue ink that reads "Lisa Lozier" followed by the date "4/4/22".

Lisa Lozier  
Interim Director of Building and Planning