

PREMISES DIAGRAM

The premises diagram must be drawn to scale and clearly identify property boundaries, entrances, exits, interior partitions, walls, rooms, windows and doorways. The activities in each room and the location of all cameras must be identified on the diagram. For more detailed information see the instructions on the back.

Full Name of Applicant				License Type Applied For	
Proposed Premises Street Address	City	State	ZIP	Nearest Cross Street	

Diagram

Applicant Signature		Date Signed
BCC Use Only (Signature/Certified Correct)	Printed Name	Inspection Date

PREMISES DIAGRAM INSTRUCTIONS

Scale: diagram must be to scale and cannot contain any highlighting. All markings on the diagram shall be in black and white ink.

Areas: diagram shall show the property boundaries, premises boundaries, dimensions, entrances and exits, interior partitions, walls, rooms, windows, and doorways and shall include a brief statement or description of the principle activity to be conducted in each area of the premises and all limited-access areas.

All applicable cannabis activities must include the following on the diagram: storage, batch sampling, loading/unloading of shipments, packaging and labeling, customer sales, loading for deliveries, extraction, cultivation, or processing. If the premises consist of only a portion of a property, the diagram must be labeled indicating which part of the property is the cannabis premises and what the remaining property is used for.

If the premises is on a property that will contain two or more licenses premises, it shall clearly show the designated entrances and walls under the exclusive control of the applicant for the premises, as well as the entrances and walls for each additional premises. All common areas must be labeled on the diagram, such as: lobbies, bathrooms, hallways and breakrooms, if applicable.

If the premises is located on only a portion of a property that also includes a residence, the diagram shall clearly show the designated building for the premises and the residence.

The premises shall not be in a location that requires persons to pass through an establishment that sells alcohol or tobacco to access the cannabis premises or requires persons to pass through the cannabis premises to access an establishment that sells tobacco or alcohol.

Additional requirements for microbusiness: the diagram must include measurements of the planned canopy, including aggregate square footage and individual square footage of separate cultivation areas, if any. All roads and water crossings on the property.

Video Surveillance requirement for all license types: camera(s) must be permanently mounted and in a fixed location which must be identified on the premise diagram. Each camera must be numbered for identification purposes. Each camera shall be placed in a location that allows the camera to clearly record activity occurring within 20 feet of all points of entry and exit and allows for the clear and certain identification of any person and activities in all areas required to be filmed. The areas that shall be recorded include but are not limited to the following: 1) all areas where cannabis goods are weight, packed, stored, loaded and unloaded for transportation, prepared, or moved within the premises; 2) all limited-access areas; 3) all security rooms; 4) areas storing the surveillance-system storage device with at least one camera recording the access points to the secured surveillance recording area; and 5) all entrances and exits to the premises, which shall be recorded from both indoor and outdoor vantage points.

Additional Video Surveillance requirements for storefront retailers: camera(s) must record point-of-sale areas and areas where cannabis goods are displayed for sale. The camera must allow for the recording of the facial features of any person purchasing or selling cannabis goods, or any person in the retail area, with sufficient clarity to determine identity.