



## **Staff Report to the Zoning Administrator**

**Application Number: 191378**

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**Applicant:** Michael Bates

**Owners:** Barry Porter (WSP Properties LLC) & Derrol and  
Juanita Estrella

**APN:** 026-043-21, 026-043-25

**Site Address:** 1555A & 1560A Mansfield Street, Santa Cruz

**Agenda Date:** June 5, 2020

**Agenda Item #:** 4

**Time:** After 9:00 a.m.

**Project Description:** Proposal to establish a non-retail commercial cannabis manufacturing business (d.b.a Big Pete's LLC) within two separately owned buildings (single licensee) to include Class 2 Manufacturing and Class 2 Distribution. Requires a Commercial Development Permit.

Proposal for 026-043-25, 1560A Mansfield Street includes converting a commercial kitchen to a non-retail commercial cannabis kitchen (Class 2 Manufacturing).

Proposal for 026-043-21, 1555A Mansfield Street includes converting a warehouse to a non-retail commercial cannabis distribution facility (Class 2 Distribution).

**Location:** Properties are located approximately 350 feet west of the intersection of Mansfield Street and 17th Avenue (1560A and 1555A Mansfield Street).

**Permits Required:** Commercial Development Permit

**Supervisory District:** First District (District Supervisor: John Leopold)

**Staff Recommendation:**

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 191378, based on the attached findings and conditions.

**Project Description & Setting**

The subject parcels are located on the north side (1555A) and south side (1560A) of Mansfield Street, in a commercially-zoned area. Mansfield Street is located to the west of 17<sup>th</sup> Avenue. 17<sup>th</sup> Avenue is an arterial north-south thoroughfare along which a variety of commercial, residential, and public uses are located.

Primary access to the project sites is provided via Mansfield Street. Mansfield Street is a short

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east-west street, measuring approximately 450 feet in total. Mansfield Street begins at its intersection with 17<sup>th</sup> Avenue to the east and terminates at a residential property (APN 026-043-13) to the west.

At 1555A Mansfield Street, an automotive repair shop (d.b.a. Classic Honda) abuts the subject parcel along the eastern property boundary. Fronting on Soquel Avenue, to the northeast of the subject parcel, is a cannabis dispensary (d.b.a. Kind Peoples Recreational Cannabis Dispensary). Abutting the parcel to the north, fronting on Soquel Avenue, is a pest control business (d.b.a. 4 Less Termite). Abutting the parcel to the northwest, fronting on Soquel Avenue, is a non-conforming single-family residence (APN 026-043-16). A non-conforming single-family residence, fronting on Mansfield Street, abuts the parcel to the west (APN 026-043-22). The Mansfield Street right-of-way borders the parcel to the south.

At 1560A Mansfield Street, an automotive repair shop (d.b.a. Caliber Collision) occupies two adjacent parcels (APNs 026-043-26, 026-043-27) abutting the property along the eastern property boundary and extending east to the 17<sup>th</sup> Avenue intersection. To the south of the parcel is a 21-unit condominium senior living community accessed via Vista Prieta Court and 17<sup>th</sup> Avenue. Abutting the parcel to the west is a marine repair business (d.b.a. Cogswell's Marine) on a parcel (APN 026-043-24) under the same ownership (Derrol & Juanita Estrella) as the subject parcel at which 1560A Mansfield Street is located. The Mansfield Street right-of-way borders the parcel to the north.

At 1555A Mansfield Street, the subject parcel is developed with a one-story warehouse building divided into three commercial units – A, B, and C. Units A and B are located at the front, and Unit C is located at the rear of the building. Units B and C are being used for personal storage space, and no businesses currently operate out of these units. The building has a total floor area of approximately 6,760 square feet, and Unit A contains a floor area of approximately 2,428 square feet. The parcel contains an asphalt surface parking lot with a total of 10 parking spaces. The parking area contains two driveways for access to and from Mansfield Street.

At 1560A Mansfield Street, the subject parcel is developed with a one-story manufacturing building. The building has a total floor area of approximately 3,600 square feet. The parcel contains an asphalt surface parking lot with a total of five parking spaces and one large driveway that serves as shared access to for both the subject property and the adjacent parcel (APN 026-043-24) to and from Mansfield Street.

The project proposes a non-retail commercial cannabis manufacturing business (single licensee) to include: Class 2 Manufacturing and Class 2 Distribution, within an existing 3,600 square foot building (1560A Mansfield Street) and an existing 2,428 square foot commercial tenant space (1555A Mansfield Street) for which a (Level 5) Commercial Development Permit is required in the C-4 (Commercial Services) zone district.

### **Project Background**

At 1555 Mansfield Street, on February 27, 1976, 76-1081-PD to construct a 4,800 square foot steel warehouse building was approved by the Zoning Administrator. On May 1, 1981, a special application to amend 76-1081-PD by allowing construction of an additional 1,960 square feet of warehouse/storage area was approved by the Zoning Administrator.

At 1560 Mansfield Street, on September 10, 1976, 76-1157-PD to construct a 3,600 square foot warehouse was approved by the Zoning Administrator. On December 10, 1976, 76-1702-PD to operate an auto repair business in the proposed warehouse was approved by the Zoning Administrator. On October 16, 1981, 81-795-PD to amend Planning Development Permit 79-1250-PD to change the use of the building from auto repair to catering service was approved by the Zoning Administrator.

Since approximately 2011, 1560 Mansfield Street has been occupied by a commercial cannabis kitchen (bakery) operated by Big Pete's LLC. On May 8, 2018, the County Board of Supervisors adopted the Non-Retail Commercial Cannabis ordinance (County Code Section 13.10.650) and the commercial cannabis kitchen operator applied to recognize the cannabis manufacturing and distribution use. In the C-4 zone district, this requires a Commercial Development Permit considered at a public hearing (Level 5). No new construction is proposed as part of this application.

### **Program Statement**

The project would include converting a commercial kitchen to a non-retail commercial cannabis kitchen (Class 2 Manufacturing) at 1560A Mansfield Street, and converting a warehouse to a non-retail commercial cannabis distribution facility (Class 2 Distribution) at 1555A Mansfield Street.

At 1560A Mansfield Street, the 3,600 square foot building will contain approximately 1,800 square feet of floor area devoted to manufacturing and baking operations and 1,800 square feet of floor area devoted to storage, office, and auxiliary space. Manufacturing operations will include non-volatile extraction of cannabis, as allowed under the Class 2 manufacturing license per SCCC Section 7.128.130. The equipment used includes mixers, soup kettles, ovens, sealers, refrigerators, freezers, tables, and cookie depositors. The operation manufactures cannabis cookies only, and includes butter processing, baking, and packaging. Batches of finished product would be transferred in cannabis distribution vehicles from 1560A Mansfield Street to the distribution hub across the street at 1555A Mansfield Street.

At 1555A Mansfield Street, storage and distribution operations would take place within the 2,428 square foot commercial tenant space. Distribution operations would include the storage of cannabis products generated at 1560A Mansfield Street for analytical testing, final packaging of products post-testing, and transportation of product from the site to other licensed distributors, manufacturers, or retailers. The equipment used would include pallet racks, pallet jacks, tables, a straddle stacker, and cannabis distribution vans. The delivery operation will require two vehicles. Two dedicated spaces for the delivery vehicles are located at spaces P5 and P6 as indicated on the plans (Exhibit D). Distribution operations are anticipated to include up to two vehicle trips per day, with additional weekly trips from an analytical testing laboratory.

Manufacturing functions are anticipated to require a maximum of seven staff per shift, typically working in two shifts, arriving at 5:30 a.m. leaving at 1:30 p.m. for the first shift, and arriving at 1:30 p.m. and leaving at 9:30 p.m for the second shift. Distribution functions are anticipated require up to six employees. Anticipated hours of operation for both manufacturing and distribution functions are from 6:00 a.m. to 9:00 p.m. There will be no retail activities at this

facility, nor will it be open to the public. The Applicant has submitted a Program Statement, attached as Exhibit G.

### **Zoning & General Plan Consistency**

The subject properties measure approximately 12,022 square feet (APN 026-043-21, 1555A Mansfield Street) and 7,361 square feet (APN 026-043-25, 1560A Mansfield Street), located in the C-4 (Commercial Services) zone district, a designation which allows non-retail commercial cannabis uses. The proposed non-retail commercial cannabis manufacturing and distribution use is a conditionally permitted use within the zone district and the zoning is consistent with the site's C-S (Commercial Services) General Plan designation.

### **Non-Retail Commercial Cannabis Uses**

All non-retail commercial cannabis uses, including commercial cannabis manufacturing and distribution are required to obtain a local license required by SCCC Chapter 7.128 as well as a State license required under California State law. The proposal meets definitions of Class 2 Manufacturing and Class 2 Distribution license types as defined by SCCC Chapter 7.128. It is the responsibility of the applicant to comply with State law license requirements.

The subject sites are located within one mile of the Coastal Zone; therefore, SCCC Sections 13.10.650(B)(2) and 13.10.650(D)(2)(a) prohibit new non-retail commercial cannabis structures and require that new non-retail commercial cannabis uses be located within existing legal structures. The proposed non-retail commercial cannabis use would occupy existing legal structures. The building at 1560 Mansfield Street was originally constructed in 1976 and remodeled in 1981 for a catering use per Building Permit No. 69514. The building at 1555 Mansfield Street was originally constructed in 1977 and was expanded and modified in 1981 per Building Permit No. 68286. (Exhibit H)

A Best Management and Operational Practices Plan (BMOP) is required for any new non-retail commercial cannabis use. The Applicant has submitted a BMOP (Exhibit I) that addresses all the required criteria pursuant to SCCC Section 13.10.650(B)(3). Of note, the submitted BMOP addresses security, lighting, operations, odor control measures, water management, waste management, and energy efficiency. In addition to a BMOP, the Applicant has also submitted detailed operating procedures (Exhibit J)

Pursuant to SCCC Section 13.10.650(B)(7), the Applicant has indicated the location of all outdoor lighting fixtures on the submitted security plan. Per Condition of Approval (II.,A.), all illumination will be directed downward or shielded so that glare is not projected onto adjacent properties or skyward.

Pursuant to SCCC Section 13.10.650(D)(3) and 13.10.650(E)(3) no cannabis manufacturing or distribution facility may be located within 600 feet from a school, a day care center, or a youth center. The applicant has submitted documentation (Exhibit D) indicating that the proposed facility is not located within 600 feet of any of these sites and is therefore sited appropriately. No exceptions from the requirements of SCCC Section 13.10.650(D)(3) are being sought as part of this project.

## **Key Issues**

### *Parking and Traffic*

Although no additional parking is required for the proposed use per SCCC Section 13.10.551(A), the facility would meet County Code parking requirements. Based on the County Code, which requires one parking space for every 600 square feet of manufacturing area and one space for every 1,000 square feet of warehouse area (with storage and loading areas deducted), the facility would require a total of five parking spaces for the proposed use (three spaces for the manufacturing use and two spaces for the warehouse use). A total of five parking spaces are located on APN 026-043-25 (1560A Mansfield Street) and a total of ten parking spaces are located on 026-043-21 (1555A Mansfield Street). Two spaces have been dedicated to the delivery operation at 1555A Mansfield Street (spaces P5, P6 as indicated on the plans). Thus, the available parking meets and exceeds the County's parking requirement.

For the reason that the proposed hours of operation and corresponding arrival and departure times of employees would not occur during peak hours (morning peak hour is between 8:00am and 9:00am, evening peak hour is between 5:00pm and 6:00pm), a traffic study is not required (as less than 20 evening peak trips would be generated) and the proposed use is not expected to significantly impact traffic on adjacent roads or intersections.

To further reduce parking demand and traffic impacts, the operator offers Transportation Demand Measures (TDM) such as commuter benefits and incentives for employees to rideshare, bike, or take public transportation to work. Additionally, space for storage of bicycles is provided within each locked building.

### *Odor Control*

In compliance with SCCC Section 13.10.650(B)(19), the Applicant prepared and submitted an odor abatement plan for the County Cannabis Licensing Office review as part of this application. Additionally, a third-party Licensed Engineer, Robert Giattino, PE, submitted a review letter of the odor control system (Exhibit K). The letter concludes that the proposed odor control methods meet the requirement that the equipment and methods used for reducing odors are consistent with accepted and available industry-specific best control technologies and methods. In addition to the implementation of the required odor abatement plan, the proposed non-retail commercial cannabis use is required to apply for, and maintain, an air quality permit from the Monterey Bay Air Resources District (MBARD). MBARD is responsible for the issuance of air quality permits for stationary equipment which may emit air or odorous pollutants. Any abatement device which may reduce or eliminate air contaminants is also subject to MBARD permit requirements.

### *Security*

The submitted security plan was reviewed by the Cannabis Licensing Office. To ensure the security plan is not compromised by making its details public, the Cannabis Licensing Office will retain the detailed security plan; however, the security plan includes detailed security procedures, a lighting plan, video surveillance, site security measures, a security floor plan, including secured cannabis and cannabis product storage, and transportation/delivery security.

## **Sustainable Santa Cruz County Plan Focus Area**

The Sustainable Santa Cruz County Plan (SSCC) is a planning study that was "accepted" by the Board of Supervisors on October 28, 2014. The SSCC Plan does not serve as a policy document, as its principles and recommendations would need to be incorporated in the General Plan and County Code in order to become effective; however, it is a visioning document that may become an official policy document within the next few years.

Per the SSCC Plan, the project site falls within the Soquel Avenue Focus Area (Page 7-10, Figure 7-6 of the SSCC). The SSCC Plan would not modify the General Plan designation for this site and indicates it would remain under a C-S General Plan designation. The SSCC Plan encourages increased employment opportunities along Soquel Avenue. A cannabis manufacturing and distribution facility that would maintain 13 jobs is consistent with the intent of the SSCC Plan.

## **Conclusion**

As proposed and conditioned, the project is consistent with all applicable codes and policies of the Zoning Ordinance and General Plan/LCP. Please see Exhibit "B" ("Findings") for a complete listing of findings and evidence related to the above discussion.

## **Staff Recommendation**

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- **APPROVAL** of Application Number 191378, based on the attached findings and conditions.

**Supplementary reports and information referred to in this report are on file and available for viewing at the Santa Cruz County Planning Department, and are hereby made a part of the administrative record for the proposed project.**

**The County Code and General Plan, as well as hearing agendas and additional information are available online at: [www.sccoplanning.com](http://www.sccoplanning.com)**

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## **Exhibits**

- A. Categorical Exemption (CEQA determination)
- B. Findings
- C. Conditions
- D. Project plans
- E. Assessor's, Location, Zoning and General Plan Maps
- F. Parcel information
- G. Program Statement
- H. Building Permits
- I. Best Management and Operational Practices Plan (BMOP)
- J. Operating Procedures
- K. Odor Control Review Letter
- L. Public Correspondence

# CALIFORNIA ENVIRONMENTAL QUALITY ACT

## NOTICE OF EXEMPTION

The Santa Cruz County Planning Department has reviewed the project described below and has determined that it is exempt from the provisions of CEQA as specified in Sections 15061 - 15332 of CEQA for the reason(s) which have been specified in this document.

Application Number: 191378

Assessor Parcel Number: 026-043-21, 026-043-25

Project Location: 1555A & 1560A Mansfield Street

**Project Description: Proposal to establish a non-retail commercial cannabis manufacturing business at two separately owned buildings (single licensee) to include Class 2 Manufacturing and Class 2 Distribution.**

**Person or Agency Proposing Project: Michael Bates**

**Contact Phone Number: 831-252-9321**

- A. ☐ The proposed activity is not a project under CEQA Guidelines Section 15378.  
B. ☐ The proposed activity is not subject to CEQA as specified under CEQA Guidelines Section 15060 (c).  
C. ☐ **Ministerial Project** involving only the use of fixed standards or objective measurements without personal judgment.  
D. ☐ **Statutory Exemption** other than a Ministerial Project (CEQA Guidelines Section 15260 to 15285).  
E. ☒ **Categorical Exemption**

Specify type: Class 1 - Existing Facilities (Section 15301)

**F. Reasons why the project is exempt:**

This project proposes to establish an existing non-retail commercial cannabis manufacturing business in two separate buildings (single licensee) to include Class 2 Manufacturing and Class 2 Distribution with no proposed expansion of either building.

In addition, none of the conditions described in Section 15300.2 apply to this project.

\_\_\_\_\_  
Jonathan DiSalvo, Project Planner

Date: \_\_\_\_\_

**EXHIBIT A**



## **Commercial Development Permit Findings**

1. That the proposed location of the project and the conditions under which it would be operated or maintained will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public, and will not result in inefficient or wasteful use of energy, and will not be materially injurious to properties or improvements in the vicinity.

This finding can be made, in that the non-retail commercial cannabis (Class 2) Manufacturing and (Class 2) distribution facility would be located in an area designated for commercial uses.

The proposed facility is consistent with the General Plan, and every cannabis business is required to obtain a license from the Santa Cruz County Cannabis Licensing Office, subject to annual renewal, and any violation of state or local laws may result in revocation or denial of license renewal.

The submitted security plan has been reviewed and is conditioned to meet all requirements of the County Sheriff's Office and Cannabis Licensing Official. The facility is also conditioned to meet all odor mitigation controls as required by the MBARD Air Quality Permit.

Given these considerations, the project and the conditions under which it would be operated will not be detrimental to the health, safety, or welfare of persons in the neighborhood or general public. In addition, the use will not be materially injurious to properties or improvements in the vicinity. All tenant improvements would be required to comply with prevailing building technology, the California Building Code, and the County Building ordinance to ensure the optimum in safety and the conservation of energy and resources.

2. That the proposed location of the project and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the zone district in which the site is located.

This finding can be made, in that the proposed location of the non-retail commercial cannabis (Class 2) manufacturing and (Class 2) distribution facility and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the C-4 (Commercial Services) zone district as the primary use of the property will be one non-retail commercial cannabis (Class 2) manufacturing and (Class 2) distribution facility that meets all current site standards for the zone district.

3. That the proposed use is consistent with all elements of the County General Plan and with any specific plan which has been adopted for the area.

This finding can be made, in that the proposed non-retail commercial cannabis (Class 2) manufacturing and (Class 2) distribution use is consistent with the use requirements specified for the C-S (Commercial Services) land use designation in the County General Plan.

In compliance with General Plan Policy 8.5.2, the proposed use is compatible with the adjacent commercial and residential uses in that the existing buildings are sited appropriately, and the existing parking areas or use of the buildings for non-retail commercial cannabis manufacturing or distribution are not expected to cause any conflicts with adjacent uses or travel patterns.

Per SCCC Section 13.10.650(D)(1), Class 2 cannabis manufacturing uses are permitted uses in the C-4 zone district, which is an implementing zone district of the C-S General Plan designation. Land designated as C-S is intended to provide a location for commercial services in areas having adequate access and public services where the impacts of noise, traffic, and other nuisances and hazards associated with such uses will not adversely affect other land uses. This application proposes a commercial use in a location with nearby access to the 17th Avenue corridor and Highway 1. The project is expected to be compliant with the standards set forth in the Noise Element (Chapter 9) of the General Plan and SCCC Chapter 8.30. Noise generated from the project is not anticipated to be an issue given the fact that the use occurs entirely indoors, and the subject parcels are located within a commercial district and is surrounded by commercial uses.

The proposed non-retail commercial cannabis manufacturing and distribution use is a compatible use with adjacent uses, in that the operation is expected to occur substantially indoors, is conditioned to comply with State and County licensing requirements subject to annual renewal, and the proposed use is a permitted use in the C-4 zone district surrounded by commercial uses of a similar land use intensity.

A specific plan has not been adopted for this portion of the County.

4. That the proposed use will not overload utilities, and will not generate more than the acceptable level of traffic on the streets in the vicinity.

This finding can be made, in that the proposed use is to be located within existing commercial buildings. The estimated number of trips indicates that a traffic study is not required (as less than 20 evening peak trips would be generated) and given the site's location near 17<sup>th</sup> Avenue and Highway 1, the proposed use is not expected to generate more than the acceptable level of traffic on adjacent roads or intersections in the surrounding area.

The project site is currently served by the Santa Cruz County sanitary sewer service, Santa Cruz City water service, and PG&E/Monterey Bay Community Power. Any future associated tenant improvements will be required to comply with the requirements set forth by the respective utility providers.

5. That the proposed project will complement and harmonize with the existing and proposed land uses in the vicinity and will be compatible with the physical design aspects, land use intensities, and dwelling unit densities of the neighborhood.

This finding can be made, in that the proposed non-retail commercial cannabis (Class 2) manufacturing and (Class 2) distribution use is located in a neighborhood containing a variety of commercial uses and the proposed use is consistent with the land use intensity of the neighborhood. The project meets all siting criteria per SCCC Section 13.10.650(D)(3) and (E)(3). The proposed use will occur entirely within existing buildings, and with the odor control

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and security requirements for this project, neither is anticipated to be an issue for adjacent land uses. No expansion of the buildings are proposed. No dwelling units are proposed.

6. The proposed development project is consistent with the Design Standards and Guidelines (sections 13.11.070 through 13.11.076), and any other applicable requirements of this chapter.

All commercial construction is subject to the County's Design Standards and Guidelines. In this case, no new structures or additions are proposed. The existing building is architecturally compatible with the light industrial aesthetic of surrounding properties. The project will not reduce or visually impact any available open space in the surrounding area.

## **Conditions of Approval**

Exhibit D: Project plans, prepared by Michael Bates, dated December 1, 2019.

- I. This permit authorizes the conversion of an existing 3,600 square foot commercial kitchen building at (1560A Mansfield Street, APN 026-043-25) and a 2,428 square foot commercial warehouse tenant space to establish a non-retail commercial cannabis manufacturing business (single licensee) to include: Class 2 Manufacturing and Class 2 Distribution, as indicated on the approved Exhibit "D" for this permit. This approval does not confer legal status on any existing structure(s) or existing use(s) on the subject property that are not specifically authorized by this permit. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:
  - A. Sign, date, and return to the Planning Department one copy of the approval to indicate acceptance and agreement with the conditions thereof.
- II. Operational Conditions
  - A. All illumination from outdoor lighting fixtures shall be directed downward or shielded so that glare is not projected onto adjacent properties or skyward.
  - B. The business is authorized to operate 24 hours per day, seven days a week.
  - C. Pursuant to Chapter 8.30 of the County Code, comply with all requirements of the Santa Cruz County Noise Ordinance.
  - D. All conditions of approval required by the Cannabis Licensing Official shall remain in effect.
  - E. All measures of the security plan as adopted by the Cannabis Licensing Office in compliance with the requirements of the Sheriff's Office shall remain in effect.
  - F. There will be no on-site retail sales of cannabis products and the premises shall not be open to the public.
  - G. Employees will use designated on-site vehicle parking.
  - H. Comply with odor mitigation controls as required by MBARD Air Quality Permit.
  - I. Maintain a valid California State license, posted in a conspicuous location.
  - J. Maintain a valid Santa Cruz County license, posted in a conspicuous location.
  - K. In the event that future County inspections of the subject property disclose noncompliance with any Conditions of this approval or any violation of the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement

actions, up to and including permit revocation.

### III. Indemnification

The applicant/owner shall indemnify, defend with counsel approved by the COUNTY, and hold harmless the COUNTY, its officers, employees, and agents from and against any claim (including reasonable attorney's fees, expert fees, and all other costs and fees of litigation), against the COUNTY, its officers, employees, and agents arising out of or in connection to this development approval or any subsequent amendment of this development approval which is requested by the applicant/owner, regardless of the COUNTY's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the COUNTY. Should the COUNTY in its sole discretion find the applicant's/owner's legal counsel unacceptable, then the applicant/owner shall reimburse the COUNTY its costs of defense, including without limitation reasonable attorney's fees, expert fees, and all other costs and fees of litigation. The applicant/owner shall promptly pay any final judgment rendered against the COUNTY (and its officers, employees, and agents) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this development approval.

- A. The COUNTY shall promptly notify the applicant/owner of any claim, action, or proceeding against which the COUNTY seeks to be defended, indemnified, or held harmless. The COUNTY shall cooperate fully in such defense.
- B. Nothing contained herein shall prohibit the COUNTY from participating in the defense of any claim, action, or proceeding if both of the following occur:
  - 1. COUNTY bears its own attorney's fees and costs; and
  - 2. COUNTY defends the action in good faith.
- C. Settlement. The applicant/owner shall not be required to pay or perform any settlement unless such applicant/owner has approved the settlement. When representing the COUNTY, the applicant/owner shall not enter into any stipulation or settlement modifying or affecting the interpretation or validity of any of the terms or conditions of the development approval without the prior written consent of the COUNTY.
- D. Successors Bound. The "applicant/owner" shall include the applicant and/or the owner and the successor(s) in interest, transferee(s), and assign(s) of the applicant and/or the owner.

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Minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff in accordance with Chapter 18.10 of the County Code.

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Owner: Barry Porter (WSP Properties LLC) & Derrol and Juanita Estrella

**Please note: This permit expires three years from the effective date listed below unless the conditions of approval are complied with and the use commences before the expiration date.**

Approval Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

\_\_\_\_\_  
Jocelyn Drake  
Deputy Zoning Administrator

\_\_\_\_\_  
Appeals: Any property owner, or other person aggrieved, or any other person whose interests are adversely affected by any act or determination of the Zoning Administrator, may appeal the act or determination to the Planning Commission in accordance with chapter 18.10 of the Santa Cruz County Code.

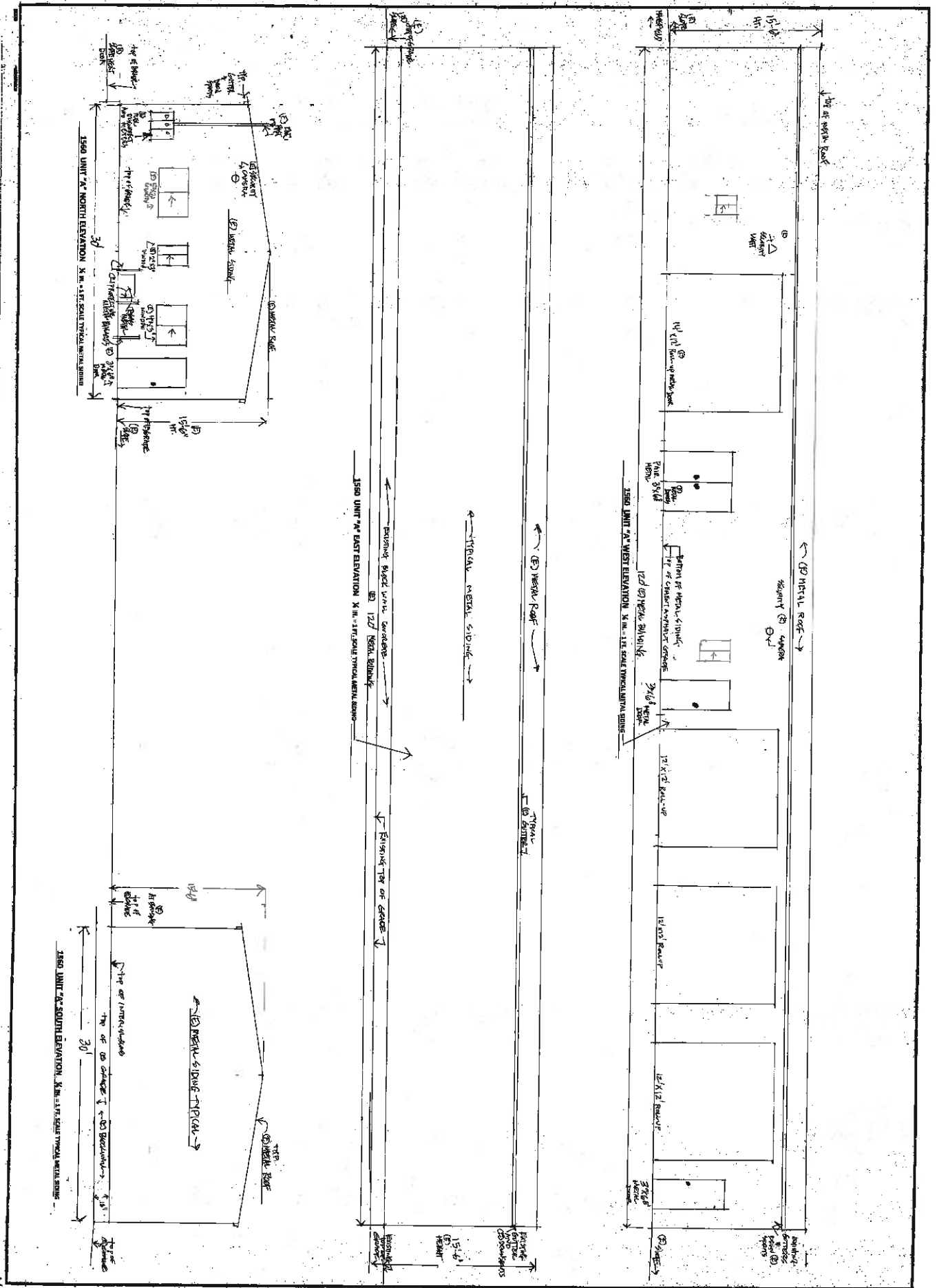














1550 Mansfield St. 4th Santa Cruz, CA 95062  
 Paul Fournelle, Jr., Paul Fournelle Sr.  
 Big Blue's Treble

**Manufacturing Opening Procedures**

**Security Procedures**

Controlled Access:  
 Security features have been installed to control access to the facility. While inside the facility, access areas containing valuable products will be controlled with electronic, operating procedures and training.

All access controls will consist of electronic mechanical devices that create a perception of security and deterrence. The alarm sensors include door/window contacts, motion detectors. The alarm sensors systems will be monitored after hours.

Emergency power system for lighting alarm and cameras.

A separate security system for alarm, intrusion detection, security cameras, motion detectors and alarm.

The system will be used to power for a minimum of 24 hours after power failure.

Security Lighting:  
 Lighting will be provided at all exterior and interior with a minimum of 1-100 lumens. Perimeter lighting will be utilized as crime prevention solution.

Exterior and lighting will serve as a crime deterrent as well as aid in monitoring of the system.

Doors and windows will have contacts placed. Intrusion alarm and alarm is activated.

Video security:  
 Video cameras are not allowed into the facility without approval and first being installed at entry vehicle and the vehicles are video recorded.

Once inside facility, the video must stay in.

The video must be accompanied by an employee at all times.

Video surveillance will monitor vehicles at all times, including back end from the facility and property.

No employees will be placed to obstruct cameras view.

Cameras will be strategically placed inside building to record and identify all personnel in facility access.

Recording systems will be housed in a dedicated, locked and secure room with access to authorized employees with access cards.

A sign in sheet with date and time will be completed and maintained when recording room is entered by service personnel.

Recording system will be serviced and inspected every quarter.

Cameras motion will be reviewed and inspected daily for any camera malfunctions by Managers and security.

**Monitored Burglar Alarm**

Installed by a licensed professional, the alarm will provide 24/7 monitoring in remote areas, which will be not always present.

The alarm sensors include door/window contacts, motion detectors.

The alarm sensors systems will be monitored after hours.

Emergency power system for lighting alarm and cameras.

A separate security system for alarm, intrusion detection, security cameras, motion detectors and alarm.

The system will be used to power for a minimum of 24 hours after power failure.

Security Lighting:  
 Lighting will be provided at all exterior and interior with a minimum of 1-100 lumens. Perimeter lighting will be utilized as crime prevention solution.

Exterior and lighting will serve as a crime deterrent as well as aid in monitoring of the system.

Doors and windows will have contacts placed. Intrusion alarm and alarm is activated.

Video security:  
 Video cameras are not allowed into the facility without approval and first being installed at entry vehicle and the vehicles are video recorded.

Once inside facility, the video must stay in.

The video must be accompanied by an employee at all times.

Video surveillance will monitor vehicles at all times, including back end from the facility and property.

No employees will be placed to obstruct cameras view.

Cameras will be strategically placed inside building to record and identify all personnel in facility access.

Recording systems will be housed in a dedicated, locked and secure room with access to authorized employees with access cards.

A sign in sheet with date and time will be completed and maintained when recording room is entered by service personnel.

Recording system will be serviced and inspected every quarter.

1550 Mansfield St. 4th Santa Cruz, CA 95062  
 Paul Fournelle, Jr., Paul Fournelle Sr.  
 Big Blue's Treble

**Manufacturing Opening Procedures**

**Security Procedures**

Controlled Access:  
 Security features have been installed by Big Blue's Treble to control access to the facility. While inside the facility, access areas containing valuable products will be controlled with electronic, operating procedures and training.

All access controls will consist of electronic mechanical devices that create a perception of security and deterrence. The alarm sensors include door/window contacts, motion detectors. The alarm sensors systems will be monitored after hours.

Emergency power system for lighting alarm and cameras.

A separate security system for alarm, intrusion detection, security cameras, motion detectors and alarm.

The system will be used to power for a minimum of 24 hours after power failure.

Security Lighting:  
 Lighting will be provided at all exterior and interior with a minimum of 1-100 lumens. Perimeter lighting will be utilized as crime prevention solution.

Exterior and lighting will serve as a crime deterrent as well as aid in monitoring of the system.

Doors and windows will have contacts placed. Intrusion alarm and alarm is activated.

Video security:  
 Video cameras are not allowed into the facility without approval and first being installed at entry vehicle and the vehicles are video recorded.

Once inside facility, the video must stay in.

The video must be accompanied by an employee at all times.

Video surveillance will monitor vehicles at all times, including back end from the facility and property.

No employees will be placed to obstruct cameras view.

Cameras will be strategically placed inside building to record and identify all personnel in facility access.

Recording systems will be housed in a dedicated, locked and secure room with access to authorized employees with access cards.

A sign in sheet with date and time will be completed and maintained when recording room is entered by service personnel.

Recording system will be serviced and inspected every quarter.

Recording systems will be housed in a dedicated, locked and secure room with access to authorized employees with access cards.

**Monitored Burglar Alarm**

Installed by a licensed professional (Big Blue's Treble), the alarm will provide 24/7 monitoring in remote areas, which will be not always present.

The alarm sensors include door/window contacts, motion detectors.

The alarm sensors systems will be monitored after hours.

Emergency power system for lighting alarm and cameras.

A separate security system for alarm, intrusion detection, security cameras, motion detectors and alarm.

The system will be used to power for a minimum of 24 hours after power failure.

Security Lighting:  
 Lighting will be provided at all exterior and interior with a minimum of 1-100 lumens. Perimeter lighting will be utilized as crime prevention solution.

Exterior and lighting will serve as a crime deterrent as well as aid in monitoring of the system.

Doors and windows will have contacts placed. Intrusion alarm and alarm is activated.

Video security:  
 Video cameras are not allowed into the facility without approval and first being installed at entry vehicle and the vehicles are video recorded.

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The video must be accompanied by an employee at all times.

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A sign in sheet with date and time will be completed and maintained when recording room is entered by service personnel.

Recording system will be serviced and inspected every quarter.

SECURITY PROCEDURES PLAN FOR 1550 JAN 17, 2016

SECURITY PROCEDURES PLAN FOR 1555 JAN 17, 2016

APPLICATION FOR CHANGE OF USE TO CARWASH AT TWO EXISTING PERMITTED LOCATIONS:  
 APN 026-043-25 AT 1550 MANSFIELD ST. UNIT "A" TO CONVERT AN EXISTING PERMITTED COMMERCIAL KITCHEN TO A NON-RETAIL CARWASH/PERMITS  
 APN 026-043-23 AT 1555 MANSFIELD ST. UNIT "A" TO CONVERT AN EXISTING PERMITTED MANUFACTURING TO A CARWASH DISTRIBUTION FACILITY.  
 EXISTING BUILDINGS NO ADDITIONS/ALTERATIONS/REMODEL OF EXISTING BUILDINGS  
 BUSINESS OWNED BY "BIG BLUE'S TREBLE"

MICHAEL BATES LANDMARK CONSULTANT  
 800 CREDIT CALIFORNIA BUILDING INSPECTOR  
 P.O. BOX 1269 SANTA CRUZ, CA 95060

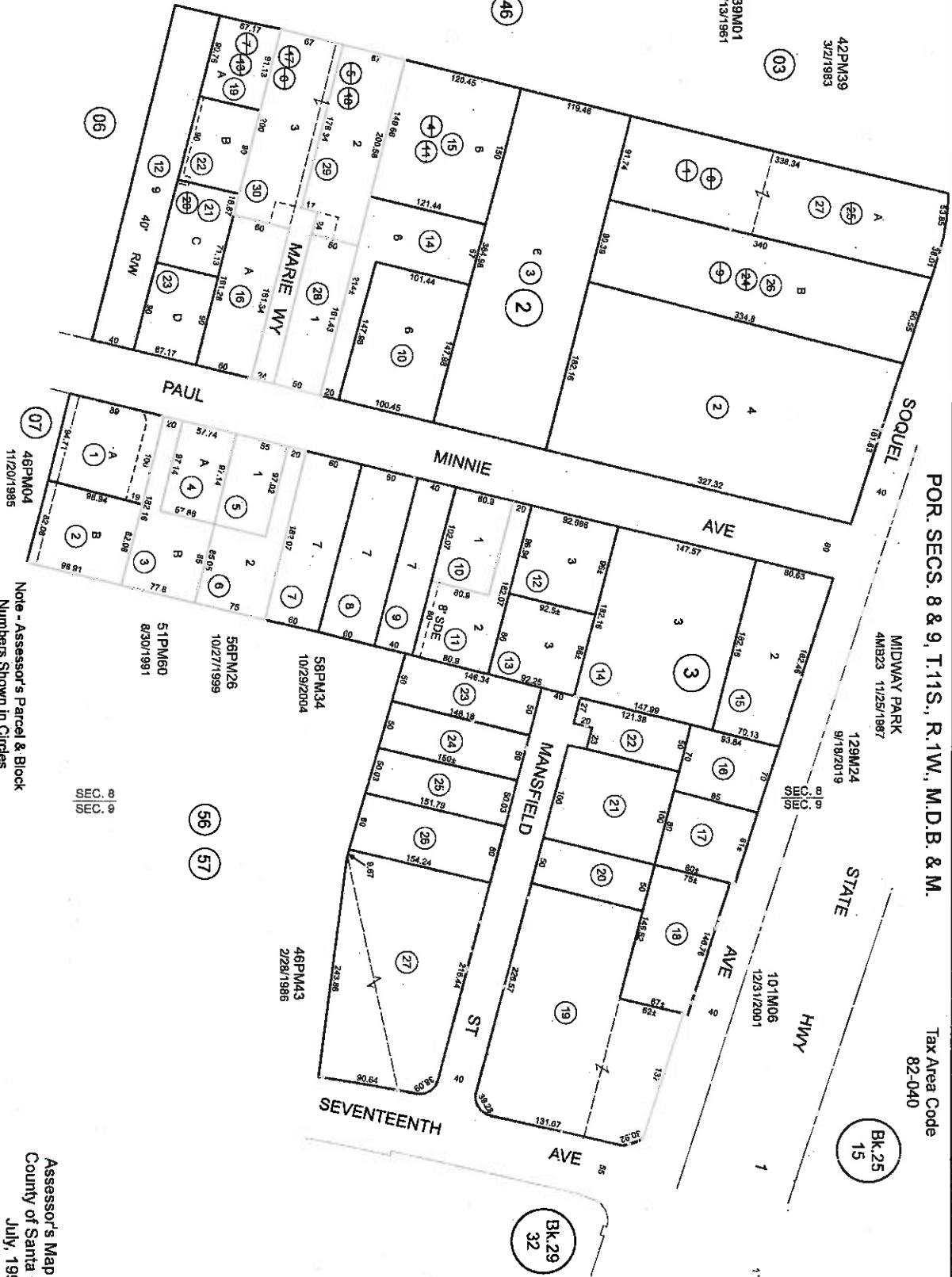
CELL 310-232-8923  
 E-MAIL: mjbates@earthlink.net

EXHIBIT D

# FOR TAX PURPOSES ONLY

THE ASSESSOR MAKES NO GUARANTEE AS TO MAP ACCURACY NOR ASSUMES ANY LIABILITY FOR OTHER USES. NOT TO BE REPRODUCED. ALL RIGHTS RESERVED.  
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Electronically Redrawn 3/2/98 w/rp  
Rev. 3/24/1999 CB (B-0003271, LSA 2-28)  
Rev. 11/1/99 CB (56PM26)  
Rev. 3/27/01 mvm (changed page refs.)  
Rev. 2/1/02 mvm (101R56)  
Rev. 8/4/03 CB (56PM11, Sp 2-28 to 30)  
Rev. 1/19/05 DD (56PM34, Sp 1-35 & 96)  
Rev. 4/1/08 LLD (Added Marie Wy.)  
Rev. 9/15/10 CB (Renumbered BK 1 to 3)  
Rev. 9/15/10 CB (10-0024768, To st 3-18)  
Rev. 4/16/20 jg (129M24)



Note - Assessor's Parcel & Block Numbers Shown in Circles.

Assessor's Map No. 26-04  
County of Santa Cruz, Calif.  
July, 1998

POR. SECS. 8 & 9, T.11S., R.1W., M.D.B. & M.

Tax Area Code  
82-040

26-04

MIDWAY PARK

4MB23 11/25/1987

129M24

STATE HWY

101M06

12/31/2001

BK.25  
15

BK.29  
32





# Parcel Location Map

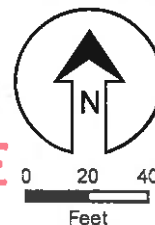


**Parcel: 02604321**

-  Study Parcel
-  Assessor Parcel Boundary

Map printed: 19 May. 2020

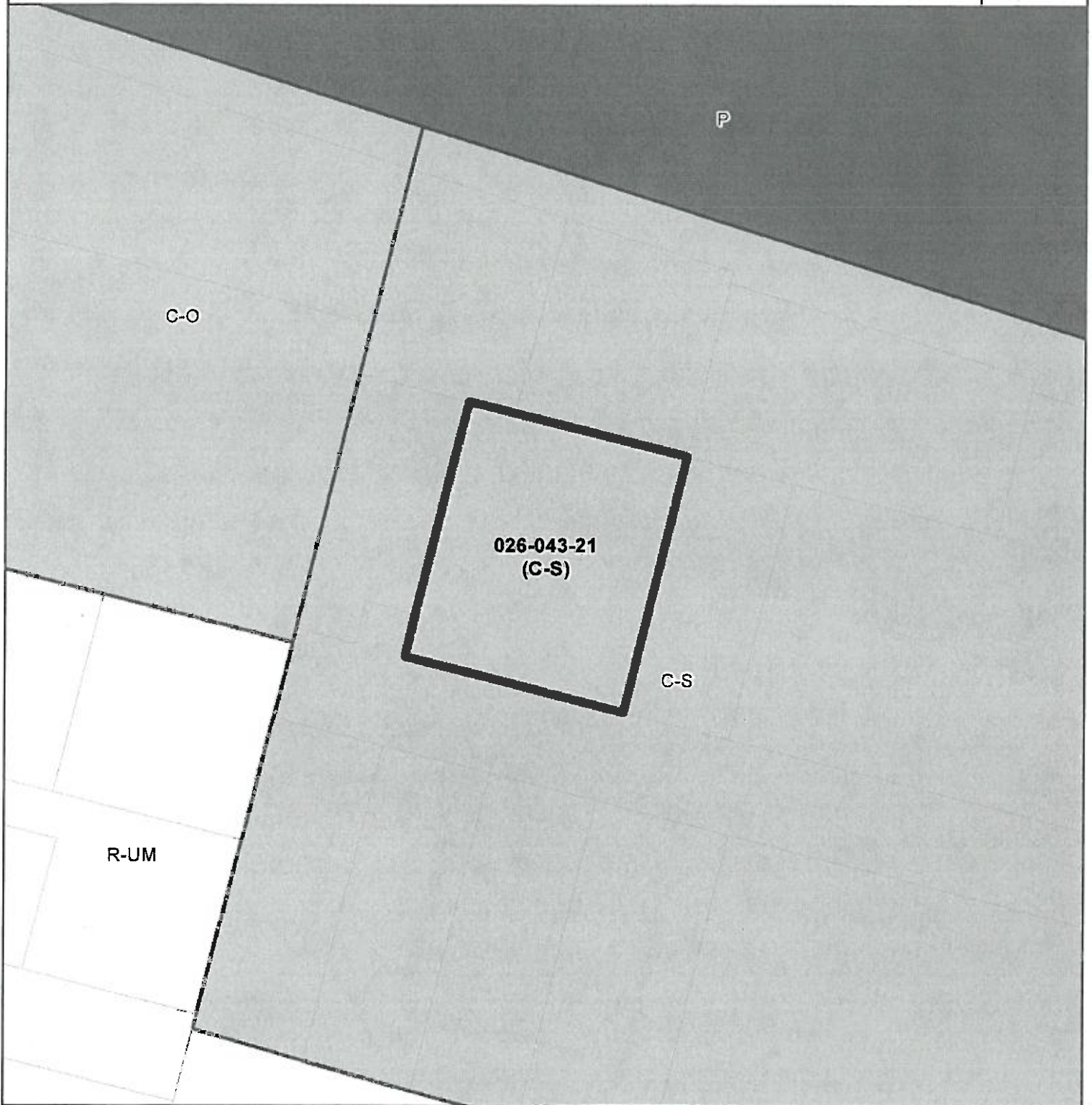
**EXHIBIT E**









SANTA CRUZ COUNTY PLANNING DEPARTMENT

**Parcel General Plan Map**



-  C-O *Commercial Office*
-  C-S *Commercial Services*
-  P *Public Facilities*
-  R-UM *Res. Urban Medium Density*



**EXHIBIT E** 0 20 40  
Feet

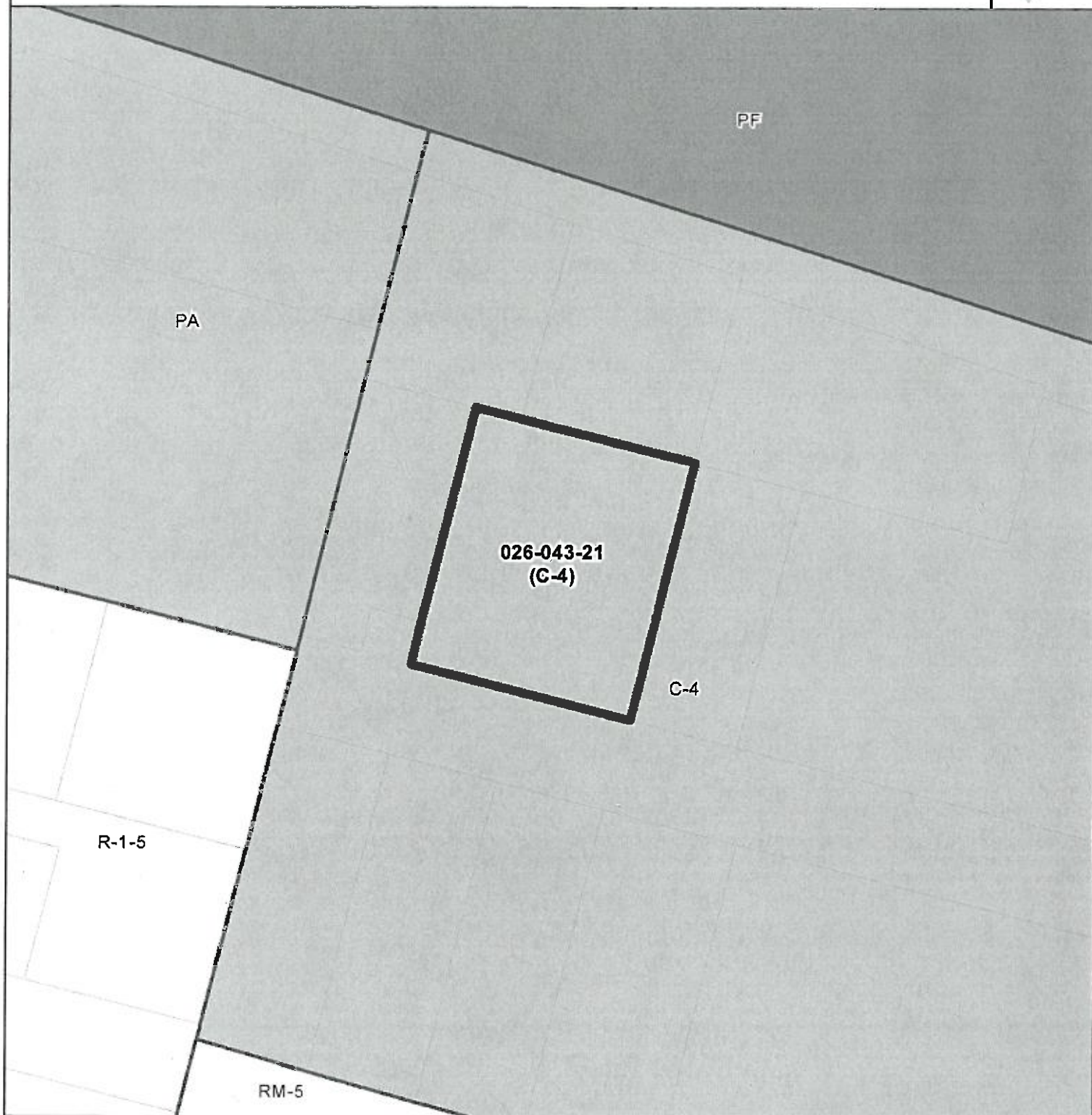




# Parcel Zoning Map



Mapped  
Area








-  C-4 Commercial Services
-  PA Professional/Admin Office
-  PF Public/Community Facilities
-  R-1 Single-Family Residential
-  RM Residential Multi-Family

EXHIBIT E





# Parcel Location Map



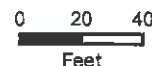
**Parcel: 02604325**

-  Study Parcel
-  Assessor Parcel Boundary

Map printed: 19 May. 2020



**EXHIBIT E**








SANTA CRUZ COUNTY PLANNING DEPARTMENT

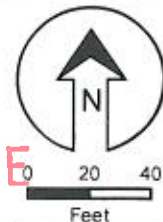
**Parcel General Plan Map**



Mapped  
Area



-  C-O Commercial Office
-  C-S Commercial Services
-  R-UM Res. Urban Medium Density



**EXHIBIT E**



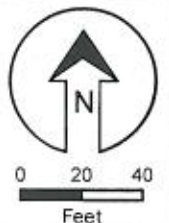


# SANTA CRUZ COUNTY PLANNING DEPARTMENT

## Parcel Zoning Map



- C-4 Commercial Services
- PA Professional/Admin Office
- R-1 Single-Family Residential
- RM Residential Multi-Family



**EXHIBIT E**

## Parcel Information

### Services Information

Urban/Rural Services Line: X Inside       Outside  
Water Supply: City of Santa Cruz  
Sewage Disposal: County of Santa Cruz  
Fire District: Central Fire Protection District  
Drainage District: Zone 5

### Parcel Information

Parcel Size: 12,022 square feet (APN 026-043-21, 1555A Mansfield Street) and 7,361 square feet (APN 026-043-25, 1560A Mansfield Street)  
Existing Land Use - Parcel: Warehouse (APN 026-043-21, 1555A Mansfield Street) and Commercial Kitchen (APN 026-043-25, 1560A Mansfield Street)  
Existing Land Use - Surrounding: Commercial and Residential  
Project Access: Mansfield Street  
Planning Area: Live Oak  
Land Use Designation: C-S (Commercial Services)  
Zone District: C-4 (Commercial Services)  
Coastal Zone:    Inside    X Outside  
Appealable to Calif. Coastal Comm.    Yes    X No

### Environmental Information

Geologic Hazards: Not mapped/no physical evidence on site  
Fire Hazard: Not a mapped constraint  
Slopes: 0-5%  
Env. Sen. Habitat: Not mapped/no physical evidence on site  
Grading: No grading proposed  
Tree Removal: No trees proposed to be removed  
Scenic: Not a mapped resource  
Archeology: Not mapped/no physical evidence on site

Program Statement  
Big Pete's LLC

Big Pete's LLC

Class 2 manufacturing license for non-volatile manufacturing

1560 Mansfield St #A Santa Cruz, CA, 95062

APN # 02604325

Zone district- 5 General plan C-4 Food manufacturing

Big Pete's LLC

Class 2 distribution hub

1555 Mansfield St #A Santa Cruz CA, 95062

APN # 02604321

Zone district 5 General plan C-4 Light industrial

The proposed cannabis facilities at 1560 Mansfield St. ( Manufacturing/Storage) and 1555 Mansfield St. (Distribution/ Storage) are permitted commercial food processing and permitted commercial storage buildings. 1560 Mansfield St. has been a Cannabis edible manufacturing commercial kitchen (bakery) since 2011. Big Pete's LLC has Annual manufacturing and Distribution licenses with the State of California. We have never received any complaints for odor, noise, traffic, parking or any other complaints.

- Not open to the public
- No onsite sales or consumption allowed
- Only employees, registered visitors, Vendors, and delivery drivers allowed on site.

**1. Operations:**

1.1. Class 2 Manufacturing: Big Pete's LLC manufacture's cannabis at 1560 Mansfield St #A Santa Cruz CA 95062, in unincorporated Santa Cruz County (APN 026-043-25).

Manufacturing operations will include non-volatile extraction, equivalent to a Class 2 manufacturer (Bakery) per Santa Cruz County 7.128.130(A). Manufacturing operations will occur within the 3,600 square foot building( 1,800 sqft manufacturing/bakery, 1800 sqft storage). We manufacture cannabis cookies only.

1.2. Butter processing, baking, packaging.

1.3. Equipment used- mixer, soup kettle, oven, sealers, refrigerator, chest freezer, tables, Cookie depositor.

1.4. Employees- (must be 21 or older) 6-7 employees per shift (2 shifts) starts at 6am ends at 9pm baking and packaging done.

- 1.5. Every Employee is safe serv certified to ensure proper food handling. We also cross train our employees on all aspects of the business to ensure quality and consistent products. We follow California state employment laws.
2. **DISTRIBUTION CLASS 2– DISTRIBUTION:** Big Pete’s LLC Distributes cannabis at 1555 Mansfield St #A Santa Cruz CA 95062. Distribution operations APN 026-043-21 Distribution operations are equivalent to a Class 1 distributor per Santa Cruz County Code 7.128.150 (A). Distribution operations will occur within the 2,428 square foot building. Distribution operations include storage of cannabis products generated on site for analytical testing, final packaging of products post testing and transportation of product from the site to another licensed distributor, manufacturer or retailer. This operation will require 2 commercial vehicle’s as such there will be designated parking spaces for the distribution vehicles. The proposed layout of the distribution operation is detailed on our site plan. Distribution operations are anticipated to include up to 1-2 vehicle trips per day. Additional weekly vehicle trips are anticipated to occur from an analytical testing laboratory. Our Delivery drivers consistently leave for their route before the distribution shift and get back to our distribution hub after distribution employees are finished. Hours of operation 9am-5pm
- 2.1. Equipment used- pallet racks, pallet jack, tables, cannabis distribution vans, straddle stacker.
- 2.2. Employees- 6 full time employees (must be 21 or older):
- 2 Full time employees (FTE) picking and packing orders
  - 2 FTE back office
  - 2 FTE delivery drivers
- 2.3. Vehicle fleet will include 2 ford transit delivery vans. Each van is built out to be in accordance with California state law to ensure safety for our delivery drivers.

**3. PARKING (photos attached)**

- Parcels have a total of 15 parking spaces

Manufacturing operations are anticipated need a maximum of 7 people per shift. This staff will work in two different shifts. Distribution employees may include up to 6 employees. All operations may occur up to seven days per week from 6 am to 9 pm. Site parking will be limited to 15 spaces and excess vehicles are not proposed and will not be tolerated.

Daily vehicle trips to the site are anticipated to include up to 13 (this assumes a worst case scenario of each employee driving their own vehicle, 7 numbers of trips to support manufacturing operations per shift and 6 number of trips to support distribution operations). This number is very conservative as operations may share employees and the numbers projected here are assuming the site is operating at its maximum capacity. We also offer a ride sharing incentives and bike riding incentives and have 6 employees actively participating in one of these programs. All bikes are kept inside to prevent theft.

#### **4. Products services provided (SOP's attached)**

Cannabis cookies made from canna-butter.

Step 1: slow cook the butter and cannabis in the soup kettle. Every batch of butter is tested by a licensed laboratory. This is necessary to make consistent cookies that have exactly 5 or 10mg of THC.

Step 2: Make and bake cookies. Each cookie is weighed to ensure quality and consistency of the dosage.

Step 3: package and weigh cookies again to ensure quality and freshness.

Step 4: transfer finished batch from Manufacturing plant to distribution hub using cannabis distribution vehicles to be tested and quarantined.

Step 5: once we receive a passing COA we begin to sell our cookies to licensed retailers and distributors around the state.

#### **5. Inventory ( See attached Inventory procedures)**

- We Use and inventory system Fishbowl and are fully integrated with state mandated Metrc system.
- Cannabis is tracked from Seed to sale
- Third party Inventory observation done every year
- Weekly inventory spot checks and bi-weekly inventory counts.

#### **6. Deliveries**

Delivery vehicles that will come to our facility include:

- Costco- 1 delivery of ingredients once a week
- Performance Foods- 1 delivery of ingredients once a week
- Uline delivery about once a week (packaging supplies, cleaning supplies,etc)
- Mission linens once every 2 weeks
- Challenge dairy 1-2 times a week in the early morning (7 am)
- Mail every day
- Deliveries or pickups containing cannabis products will be made in cannabis distribution vans with no markings on them. They will not in any way indicate that they contain cannabis products or edibles.



#### **Cannabis Waste (Waste management plan attached)**

- Cannabis waste from the manufacturing operations is anticipated to be non-hazardous and we work with Gaiaca, a licensed cannabis waste company of all post extraction waste. Example of waste: Broken cookies, burnt cookies, cooked leaves.
- Cannabis waste from the Distribution Operations is non-hazardous. We work with Gaiaca, a licensed cannabis waste company. example of waste: from Distribution side is Broken Cookies, or expired cookies.
- All Cannabis waste is logged in our waste management log and tracked through our inventory system and the state mandated Metrc system.

#### **Utilities**

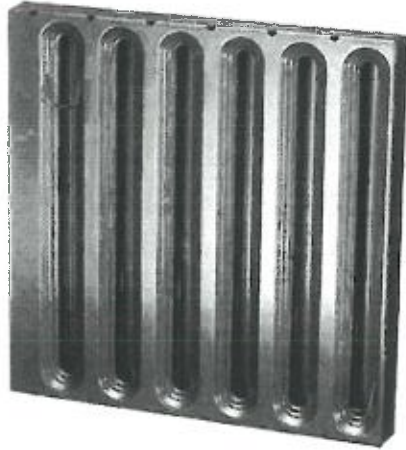
- PG&E is our source of natural gas and electric.
- water source is municipal Santa Cruz County
- Sewage County of Santa Cruz

#### **Odor abatement : Plan attached**

We have never received any complaints about the smell of cannabis. Our canna-butter extraction process is the only part of the process where a slight cannabis smell is created.

All stewing of cannabis is done under the (96 X 48 X 24) CaptiveAire type industrial kitchen flow hood, which has state of the art grease and oil mitigating Kason Trapper baffles incorporated.

#### **7001 SERIES TRAPPER™ GREASE FILTERS**



- This two-piece construction combines baffle plates and frame into one solid metal unit; no loose baffles to rattle or fall out
  - Standard commercial sizes in solid stainless steel, light weight aluminum and economical galvanized steel
  - Stainless steel and aluminum models meet NSF criteria for safety and sanitation
  - Smooth, aerodynamic baffles pick up more airborne grease and promote better drain-off
  - Rated 96.4% in UL Canada Grease Collection Efficiency test
  - Solid baffle construction insures a dependable flame barrier
  - Efficient grease removal reduces risk of flare-ups
- 
- Strong, light weight Trapper™ is easier to handle, install and clean.
  - Greater strength and durability mean longer life and fewer costly replacements than ordinary baffle-type filters
  - Easy installation and fast clean-up reduce maintenance costs
  - Fully interchangeable with existing filters
  - Two stainless steel snap-in drop handles supplied

**Security: Plan attached**

- 24/7 security and burglar alarm installed and monitored by Bay Alarm.
- Door access controls allows us to keep track of who is coming and going.
- Sign in Sign out for guests and delivery people.
- Security cameras recording 24/7 night vision, and 3 month storage.

- Dawn to dusk outside lights

**Landlord consents:** attached

**Arial imagery:** attached *Site plan*

**Site plan:** attached

**Copy of lease:** Attached

Parcel is outside of 1 mile coastal zone.

Parcel is outside of Urban Area.

No contracts or easements.

EXHIBIT G

OWNER		E. ENGLISH, Daniel		462-3111	PARCEL NUMBER	26-041-04	
LOCATION			DESCRIPTION			VALUATION	
1555 Mansfield Ave., S.C.			Commercial RA to construct an an addit. to extg. warehouse				
BUILDING		PLUMBING - GAS		ELECTRIC			
PERMIT NO.	DATE	PERMIT NO.	DATE	PERMIT NO.	DATE		
68286	7.21.81			73735	5.13.83		
NAME		NAME		NAME			
owner builder.				Genie Elect. (350518 C-7C)			
(drain) 68286		7.21.81		INSPECTIONS (ELECT) elect - RILEY, see pg. 3 of approved plans 73535 5.13.83			
BUILDING		PLUMBING - GAS		OTHER			
FOUNDATION	8-12-81 OK	ROUGH		PLANNING 81-221-1070 OK			
UNDERFLOOR		GAS PT		ENVIRONMENTAL HEALTH			
INSULATION		FINAL		PUBLIC WORKS: SANITATION			
STUCCO WIRE		CLEAR		PUBLIC WORKS: DRIVEWAY			
SCRATCH		ELECTRIC		DRAINAGE:			
FRAME	OK 6-13-83 OK	ROUGH		FIRE DISTRICT:			
CHIEF ROOF	OK 6-13-83 OK	FINAL		OK 6-15-83 CTA			
FINAL	OK 6-15-83 OK	CLEAR		FLOODING:			
				OTHER:			

ENGLISH, Daniel.

1555 Mansfield Ave., S.C.

COMM. RA

7 21 81

REMARKS ON REVERSE

EXHIBIT 4

6-13-83 - see attached  
eng letter from Island

(4683112) OIC on same +  
structures -  
OIC per final subject to

1) check other me. dept.

2) add 2nd dept

R. Berk

6-15-83

above does not reg.  
if storage only R. Berk

# COUNTY OF SANTA CRUZ

PLANNED DEVELOPMENT

## PERMIT

NUMBER 01-001-1

ISSUED TO Daniel Fogelish

1555 Mansfield Street

Santa Cruz, CA 95062

PARCEL NO(S) 26-031-02

### LOCATION OF USE

North side of Mansfield Street, West Mansfield Street, 1555  
feet west of 17th Avenue.

### PERMITTED USE

Special permit to amend Planned Development Permit No. 01-001-1  
construct a 4,000-square foot warehouse with retail business  
allowing the construction of an additional 2,000 square  
warehouse/store area, according to plans on file with the  
subject to the attached conditions:

*Original Permit  
5/28/01  
K-A*

NOTE: A BUILDING PERMIT MUST BE OBTAINED (IF REQUIRED) AND  
CONSTRUCTION MUST BE INITIATED PRIOR TO THIS DATE.  
ORDER TO EXERCISE THIS PERMIT.

THIS PERMIT WILL EXPIRE ON 12/31/2007

IF IT HAS NOT BEEN EXERCISED.

NOTE: APPLICANT MUST SIGN,  
ACCEPTING CONDITIONS, OR PERMIT  
BECOMES NULL & VOID.

SIGNATURE OF APPLICANT

SANTA CRUZ COUNTY ZONING ADMINISTRATOR

BY DATE 5/1/01

SEAL (ADD, PRINT, SIGNATURE/STAMP AND EXPIRATION)

2/28/06  
REV. 6/75

NOTE: THIS IS NOT A BUILDING PERMIT.

EXHIBIT B

DANIEL ENGLISH  
81-221-PD  
Permit Conditions

A. Prior to issuance of a building permit the following must be complete:

1. Submit a revised site plan which indicates a minimum of 10 car parking spaces as per Exhibit "B", also concrete or asphalt curbs shall divide all landscape areas.
2. Submit a landscape plan indicating proposed trees, shrubs and ground cover and irrigation methods and delineate species, size and placement of plants. A minimum of 3 15-gallon street trees shall be planted. Landscaped earth mound shall be included along Mansfield Street. No asphalt shall remain in landscaped areas.
3. Submit a drainage plan to be reviewed and approved by Public Works for Zone 5 district.
4. Submit a sign plan indicating all existing and proposed signs and conformance with County sign ordinance.
5. Sign, site plan and landscape plan shall be reviewed and approved by planning staff.

B. Prior to final inspection/occupancy of the addition the following must be complete:

1. All parking shall be installed and designated by white stripes and include wheel stops.
2. All landscaping shall be installed and permanently maintained.
3. All drainage facilities must be installed and permanently maintained.

C. Owner shall take part in the formation of an assessment district for the improvement of Mansfield Street. If in the event that the improvement of Mansfield Street does not take place and the assessment district is not created, the owner shall be obligated to take part in the initiation of a road maintenance agreement and installation of road improvements for all of Mansfield Street. This agreement and the road improvements would be coordinated through the County Planning Department and the Public Works Department.

D. Non compliance with any conditions of this permit may be grounds for revocation.

MINOR VARIATIONS TO THIS PERMIT WHICH DO NOT AFFECT THE OVERALL CONCEPT OR DENSITY MAY BE APPROVED BY THE PLANNING DIRECTOR AT THE REQUEST OF THE APPLICANT OR STAFF.

BS:km

EXHIBIT H



**ifland engineers, inc.**  
civil and structural design

June 8, 1983

Job # 83112

County of Santa Cruz  
Inspection Services  
701 Ocean Street  
Santa Cruz, CA 95060

Subject: Inspection of metal building addition at  
1555 Mansfield St.

Gentlemen:

We have made inspections of the subject project as follows:

5-18-83 Inspection of metal building frame,  
brace rods and brace connections improper and  
need correction.  
6-7-83 Re-inspection of required corrections

It is our opinion that the construction is in substantial  
compliance with the plans and any revisions as required by  
field conditions.

Yours truly,

IFLAND ENGINEERS, INC.



Donald L. Ifland  
1a

1100 Under St. Santa Cruz, CA 95062

(408) 426-5815

EXHIBIT H



OWNER		PARCEL NUMBER	
ESTRELLA, DARROL 2651 Borregas, Aptos 688-6721		26-041-08	
LOCATION		DESCRIPTION	VALUATION
1560 Mansfield, S.C.		Remodel of commercial bldg Use as	5000
BUILDING		PLUMBING - GAS catering kitchen	ELECTRIC
PERMIT NO. 69514	DATE 12/15/81	PERMIT NO. 69514	DATE 12/15/81
NAME OWNER BUILDER		NAME OWNER BUILDER	NAME OWNER BUILDER
(MECH) 69514 12/15/81		(sewer) 69514 12.15.81	
BUILDING		PLUMBING - GAS	OTHER
FOUNDATION	ROUGH	PLANNING	81-795-PD
UNDERFLOOR	GAS PT	ENVIRONMENTAL HEALTH	
INSULATION	FINAL	PUBLIC WORKS: SANITATION	SPRINKLER
STUCCO WIRE	CLEAR	PUBLIC WORKS: DRIVEWAY	
SCRATCH		DRAINAGE	
FRAME	ROUGH	FIRE DISTRICT	
SHEETROCK	FINAL	GRADING	
FINAL	CLEAR	OTHER	
BLOG. 3 (REV. 12/79)			
REMARKS ON REVERSE			
ESTRELLA, DARROL		1560 Mansfield Santa Cruz	
		REMODEL	

EXHIBIT H

#### **A. Siting Criteria**

1. **Avoidance of excessive grading-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
2. **Minimizing Site Disturbance and Reducing Forest Fragmentation-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
3. **Biological Assessments-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage(1555 Mansfield St).
4. **Archaeological and Paleontological Surveys-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
5. **Preliminary Historic Assessment of Structures 50 years or older or More-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

#### **B. Site Design**

1. **Fencing and Security-** No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage (1555 Mansfield St). Please see our security plan on page 7 of the plans. Fencing plan is Non applicable. All manufacturing and distribution take place inside of existing commercial Kitchen and existing permitted storage buildings.
  - a. **Wildlife-Friendly Fencing and Neighborhood Compatibility-** Non Applicable. No fencing required. No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage (1555 Mansfield St). All manufacturing and distribution take place inside of existing commercial Kitchen and existing permitted storage buildings.
  - b. **Lighting for Security**
    - i. See page 7 of site plans.
      1. See page 7 of site plans for location of lighting and security plan.
      2. See page 7 of site plans for lighting info and security plan.
      3. All outdoor lighting is directed downward and complies with the international Dark Sky Association standards.
2. **Use of Impermeable and Permeable Surfaces:** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St). No improvements to existing footprint of the site.
3. **Visual Screening of Cannabis infrastructure:** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

4. **Water Resources- Drainage:** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St). No changes to existing drainage
5. **Water Storage-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St). Both facilities have water meters in use. No proposed new construction.

**C. Construction Requirements**

1. **Active Construction Requirements:** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St). No proposed new construction.

**D. Operational Requirements**

**1. Employees**

**a. TDM measures**

- i. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- ii. Bike storage locked inside each building for storage.
- iii. Bike incentive program for employees that ride bikes to work. Prizes are given each month.
- iv. We work in staggered shifts to reduce the number of employees that are on the premises at one time.

**b. Workers Rights and Safety**

- i. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- ii. Big Pete's LLC has implemented Safety training procedures with all employees.
  1. Managers have successfully completed their OSHA 30 hour training.
    - a. Emergency response plan
    - b. Employee Accident report planning and Investigation policies.
    - c. Fire prevention plan. See site plans for fire extinguisher locations and smoke alarms.
    - d. Hazard communication policies, including maintenance of material safety data sheets and established material handling procedures.
    - e. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
  2. Big Pete's will visibly post and maintain an emergency contact list which includes at a minimum:

- a. Operation manager contacts
  - b. Emergency responder contacts
  - c. Poison control contacts
- 3. At all times employees shall have access to safe drinking water and toilets and handwashing facilities that comply with applicable federal, state, and local laws and regulations. Plumbing facilities and water source must be capable of handling increased usage without adverse consequences to neighboring properties or the environment.
- 4. No onsite camping or housing will be permitted at any time.
- 2. **Herbivory Prevention Plan-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- 3. **Riparian Buffer Protection-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St). No new construction or proposed changes to the site.
- 4. **Supplemental Lighting-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- 5. **Pesticides, Fuel Storage, and Hazardous Materials-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
  - a. **Pesticide Use** - Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
  - b. **Storage of Fuel-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- 6. **Odor Abatement Plan**
  - a. See page 2 of the plans for existing equipment schedule. Item 7 lists the overhead stainless steel hood with Cason carbon filter baffles and exhaust fan.
  - b. See odor abatement plan
  - c. See odor abatement plan
  - d. Robert Giattino, a professional engineer has certified our equipment and methods for odor abatement and stated that there is no odor issue. See attached report.
  - e. Approved odor control systems:
    - i. Big Pete's LLC uses state-of-the-art commercial overhead exhaust fan with Cason carbon filter baffles. Rated 96.4% UL grease collection efficiency.
    - ii. Vapor phase systems:
      - 1. The results of our odor abatement program neutralize any cannabis odor and you cannot smell any cannabis odor beyond the property. Big Pete's Distribution (1555 Mansfield) has no cannabis smell at all.

EXHIBIT I

2. Big Pete's LLC uses state of the art commercial overhead exhaust fan with Cason carbon filter baffles. Rated 96.4% UL grease collection efficiency.
3. Big Pete's LLC uses state of the art commercial overhead exhaust fan with Cason carbon filter baffles. Rated 96.4% UL grease collection efficiency.
4. Big Pete's LLC uses state of the art commercial overhead exhaust fan with Cason carbon filter baffles. Rated 96.4% UL grease collection efficiency.
- f. See report from 3<sup>rd</sup> party Engineer Robert Giattino, chemical engineer. No cannabis smell at all on the distribution (1555 Mansfield St) and no cannabis smell detected beyond our property line on 1560 Mansfield St (manufacturing).
7. **Water Supply and Quality** - Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
8. **Waste-** Big Pete's LLC has a waste management plan for both existing permitted commercial kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield). See waste management plan. Big Pete's LLC does not cultivate on either property.
  - a. Big Pete's LLC has a waste management plan for both existing permitted commercial kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield). See waste management plan. Big Pete's LLC does not cultivate on either property.
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    2. Big Pete's LLC has a waste management plan for both existing permitted commercial kitchen (1560 Mansfield St) and existing

permitted storage buildings (1555 Mansfield). See waste management plan. Big Pete's LLC does not cultivate on either property.

- ii. Big Pete's LLC makes sure there is no litter on our property. We do visual checks every day to pick up any trash we find on our street.
- iii. Big Pete's LLC is serviced by Green Waste management for our regular trash and Giaica Cannabis waste service for all of our cannabis waste.

9. **Alternative Energy : Non Applicable, No Cultivation.** Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

**10. Energy Conservation**

- a. Big Pete's LLC conducts an annual energy audit.
- b. Measure and record energy usage
- c. Maintain efficient heating/cooling and dehumidification
- d. Led lighting in place
- e. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- f. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- g. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- h. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).
- i. Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

11. **Access Roads-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

12. **Site Closure or Cleanup and Restoration Plan for relocated Cultivation Sites-** Non Applicable, No Cultivation. Big Pete's LLC is an existing permitted Commercial Kitchen (1560 Mansfield St) and existing permitted storage buildings (1555 Mansfield St).

1560 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's Treats

Manufacturing Operating Procedures

## Inventory Procedures

We implement a First In First Out approach in the facility.

By distributing the oldest items first, we prevent degradation of the products and avoid potential obsolescence of our inventory.

Employees will conduct a daily inventory count on all cannabis goods.

We reconcile the physical counts into Fishbowl every 14 days.

Our business will utilize an industry standard Track and Trace system to ensure compliance and prevent diversion and inversion. We are fully integrated with state mandated Metrc track and trace platform.

The system will track and trace all cannabis products, from the time it is acquired, through the manufacturing and distribution process until a final destination to a licensed permitted dispensary, including all cannabis waste.

All cannabis products will be properly stored in a secured room in the facility.

All batches are stored separately and distinctly from other cannabis batches on the premises.

Product will be labeled with the following information physically attached to each container of the batch.

1. The manufactures or cultivator's name and license number, who provided the batch;
2. The date of entry into the distributors storage area;
3. The unique identifiers and batch number associated with the batch;
4. A description of the cannabis goods with enough detail to easily identify the batch;
5. The quantity of units in the batch; and
6. The best-by, sell-by, or expiration date of the batch, if any.

We use a triple test method. The raw material (cannabis), butter and final product is tested for potency, mold and pesticides before it reaches the market.



Every batch of raw material cannabis flowers is tested for potency, Pesticides and mold before purchase.

Then a small test batch of butter is made to ensure accurate potency.

Every batch of butter is tested to ensure accurate dosing.

Every cookie is weighed to ensure accurate dosing and weight.

All employees have been safe serv certified and trained on how to properly make each recipe.

If a final product does not meet our quality control, then it is placed into our waste management bin and taken away by a third party cannabis waste management company weekly.

1555 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's Treats

Distribution Operating Procedures

## Inventory Procedures

We implement a First In First Out approach in the facility.

Enter into Metro track and trace system

Retain our records and information for 7 years.

By distributing the oldest items first, we prevent degradation of the products and avoid potential obsolescence of our inventory.

Employees will conduct a daily inventory count on all cannabis goods.

We reconcile the physical counts into Fishbowl every 14 days.

Our business will utilize an industry standard Track and Trace system to ensure compliance and prevent diversion and inversion.

The system will track and trace all cannabis products, from the time it is acquired, through the manufacturing and distribution process until a final destination to a licensed permitted dispensary, including all cannabis waste.

All cannabis products will be properly stored in a secured room in the facility.

All batches are stored separately and distinctly from other cannabis batches on the premises.

Product will be labeled with the following information physically attached to each container of the batch.

1. The manufacturer or cultivator's name and license number, who provided the batch;
2. The date of entry into the distributors storage area;
3. The unique identifiers and batch number associated with the batch;
4. A description of the cannabis goods with enough detail to easily identify the batch;
5. The quantity of units in the batch; and
6. The best-by, sell-by, or expiration date of the batch, if any.

1560 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's Treats

### Manufacturing Operating Procedures

#### Transportation Procedures

After fulfillment has completed the orders for the day, the distributors and delivery drivers verify their box counts and ensure all orders have been packaged.

They sign for receipt of the shipments and deliver their packages to our customers.

When delivering to a customer, the drivers will transfer the boxed product to the customer and receive payment.

Each side will count and verify the shipment and payment. Discrepancies are noted and reported back to the sales department for reconciliation.

When all deliveries are complete, the drivers return to the facility to turn in all payments and report any discrepancies.

A shipping manifest will be generated through the track and trace system identifying the licensees who are transporting and receiving the shipment.

Currently we use a manual manifest document to record all distribution activities.

The drivers will be driving unmarked, inconspicuous transit vans and cargo vans.

Cannabis products will be secured in a locked box affixed to the vehicle.

The vehicle will be secured with an alarm system when unattended.

For security purposes, the cannabis goods are not visible from the outside of the vehicle.

No person under 21 years old shall be in the vehicle transporting goods and only employees shall be in vehicle while transporting cannabis goods.

Cash is secured in a safe inside the cargo area secured to the vehicle.

1555 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's LLC

### Distribution Operating Procedures

#### Transportation Procedures

After fulfillment has completed the orders for the day, the distributors and delivery drivers verify their box counts and ensure all orders have been packaged.

Shipping manifest drivers name, license numbers, departure times and estimated time of arrival will be filled out prior to departure from Big Pete's facility.

The name, date, and signature of the receiving party will be completed on the manifest upon delivery.

They sign for receipt of the shipments and deliver their packages to our customers.

When delivering to a customer, the drivers will transfer the boxed product to the customer and receive payment.

Each side will count and verify the shipment and payment. Discrepancies are noted and reported back to the sales department for reconciliation.

When all deliveries are complete, the drivers return to the facility to turn in all payments and report any discrepancies.

A shipping manifest will be generated through the track and trace system identifying the licensees who are transporting and receiving the shipment.

Currently we use a manual manifest document to record all distribution activities.

The drivers will be driving unmarked, inconspicuous transit vans and cargo vans.

Cannabis products will be secured in a locked box affixed to the vehicle.

The vehicle will be secured with an alarm system when unattended.

For security purposes, the cannabis goods are not visible from the outside of the vehicle.

No person under 21 years old shall be in the vehicle transporting goods and only employees shall be in vehicle while transporting cannabis goods.

Cash is secured in a safe inside the cargo area secured to the vehicle.

All products are in heat sealed bags and boxes to prevent degradation of the products.

Security camera on the loading area

Extra person from packaging department helping load the van

GPS tracking on van

Master shipping manifest which is controlled by the accounting department there by separating accounting of product from physical movement of product.

Stores are notified prior to delivery (called 30 minutes before delivery).

Security guard from store notified to watch over as we are delivering finished goods to store.

Vehicle- 2011 Ford transit

Vin # [REDACTED] 1B7057616

License plate # [REDACTED]

2018 Ford Transit F-150

Vin # [REDACTED]

License plate [REDACTED]

**1560 Mansfield St. #A Santa Cruz CA, 95062**

**Pete Feurtado Jr., Pete Feurtado Sr.**

**Big Pete's Treats**

**Quality Control Procedures for Cannabis Manufacturing**

**How will the business address complaints and recalls?**

We will review product complaints to determine whether the product complaint involves a possible failure of a product to meet any of its specifications, or any other requirements, including but not limited to those specifications and other requirements that, if not met, may result in a risk of illness or injury; and

Investigate any product complaint that involves a possible failure of a product to meet any of its specifications, or any other requirements of this part, including but not limited to those specifications and other requirements that, if not met, may result in a risk of illness or injury.

Quality control personnel will review and approve decisions about whether to investigate a product complaint and review and approve the findings and follow-up action of any investigation performed.

The review and investigation of the product complaint, and the review by quality control personnel about whether to investigate a product complaint, and the findings and follow-up action of any investigation performed, will extend to all related batches and relevant records.

Related batches may include batches of the same product, other batches processed on the same equipment or during the same time period, or other batches produced using the same batches or lots of components or packaging components.

A written record of the complaint and where applicable its investigation will be kept, including:

- (1) Identity of the product;
- (2) Batch, lot or other control number of the product;
- (3) Date the complaint was received and the name, address, or telephone number of the complainant, if available;
- (4) Nature of the complaint including, if known, how the product was used;
- (5) Names of the personnel who do the following:
  - (i) Review and approve the decision about whether to investigate a product complaint;
  - (ii) Investigate the complaint, and
  - (iii) Review and approve the findings and follow-up action of any investigation performed.
- (6) Findings of the investigation and follow-up action taken when an investigation is performed; and

(7) Response to the complainant, if applicable.

(f) We have an established procedure for a product complaint that includes a report of an adverse event which addresses whether the adverse event requires the following:

(1) Reporting to any public health authority;

(2) Reporting to the physician of record for the individual reported to have experienced the adverse event, if known; and

(3) Product recall.

#### **Recall procedures**

We have established a procedure for recalling a product that has been shown to present a reasonable or remote probability that the use of the product will cause serious adverse health consequences or could cause temporary or medically reversible adverse health consequences. This procedure includes:

(1) Factors which necessitate a recall;

(2) Personnel responsible for a recall; and

(3) Notification protocols.

We have established a procedure for communicating a recall of product distributed by the operation. This procedure includes:

(1) A mechanism to contact all customers that have, or could have, obtained the product from the operation;

(2) A mechanism to contact the vendor that supplied the recalled product to the operation, if applicable;

(3) Instructions for the return or destruction of any recalled product by customers;

(4) Instructions for contacting the relevant manufacturing, packaging, labeling, and/or holding operations; and

(5) Communication and outreach via media, as necessary and appropriate.

#### **Employee Training**

All employees have been Safe Serv certified and trained

We will:

Ensure that each person engaged in the operation has the education, training, and experience to enable that person to perform all assigned functions;

Provide personnel with training; and

Maintain records of any training provided to personnel for the performance of all assigned functions.

Personnel training will include:

Instructions regarding regulatory inspection preparedness and law enforcement interactions; and



Information on U.S. federal, state and local laws, regulations, and policies relating to individuals employed in these operations, and the implications of these for such personnel.

### **Employee Responsibilities**

Measures will be taken to exclude from any operation any person that might be a source of microbial contamination due to a health condition through contact with any material, including components, packaging components, in-process materials, cannabis, cannabis-derived products, and contact surfaces used in manufacturing, packaging, labeling, and holding operations. Such measures include the following:

Excluding from working in any operations that may result in contamination any person who, by medical examination, the person's acknowledgement, or supervisory observation, is shown to have, or appears to have, an illness, infection, open lesion, or any other abnormal source of microbial contamination, that could result in microbial contamination of components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces, until the health condition no longer exists; and

Instructing personnel to notify their supervisor(s) if they have or if there is a reasonable possibility that they have a health condition that could result in microbial contamination of any components, packaging components, in-process materials, cannabis, cannabis-derived products, or any contact surface.

Employees working in an operation during which adulteration of components, packaging components, cannabis, cannabis-derived products, or contact surfaces could occur must use hygienic practices to the extent necessary to protect against such contamination of components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces. These hygienic practices include the following:

Wearing outer garments in a manner that protects against the contamination of components, packaging components, in-process materials, cannabis, cannabis-derived products, or any contact surface;

Maintaining adequate personal cleanliness;

Washing hands thoroughly with soap (and sanitizing if necessary to protect against contamination with microorganisms):

Before starting work;

After using the restroom; and

At any other time when the hands may have become soiled or contaminated;

Removing all unsecured jewelry and other objects that might fall into components, packaging components, cannabis, cannabis-derived products, equipment, or packaging, and removing hand jewelry that cannot be adequately cleaned during periods in which components, packaging components, in-process materials, cannabis, or cannabis-derived products are manipulated by hand.

If hand jewelry cannot be removed, it must be covered by material that is maintained in an intact, clean, and sanitary condition and that effectively protects against contamination of components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces;

Maintaining gloves used in handling components, packaging components, in process materials, cannabis, or cannabis-derived products in an intact, clean, and sanitary condition.

The gloves are of an impermeable material;

Wearing, where appropriate, in an effective manner, hair nets, caps, beard covers, or other effective hair restraints;

Not storing clothing or other personal belongings in areas where components, packaging components, in-process materials, cannabis, cannabis-derived products, or any contact surfaces are exposed or where contact surfaces are washed;

Not eating food, chewing gum, drinking beverages, or using tobacco products in areas where components, packaging components, in-process materials, cannabis, cannabis-derived products, or any contact surfaces are exposed, or where contact surfaces are washed;

Taking any other precautions necessary to protect against the contamination of components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces with microorganisms, filth, or any other extraneous materials, including perspiration, hair, cosmetics, tobacco, chemicals, and medicines applied to the skin;

Taking all precautions necessary to maintain the security of the physical plant, to prevent unauthorized access to controlled access areas, and to maintain strict control of in-process materials, cannabis, cannabis-derived products, and cannabis waste; and

Entering controlled access areas only as authorized by supervisory personnel.

Each person responsible for supervising the manufacture, packaging, labeling, or holding of a cannabis or cannabis-derived products will have the education, training, and experience, or any combination thereof, to perform assigned functions in such a manner as to provide assurance that the cannabis or cannabis-derived product has the identity, purity, strength, and composition that it purports or is represented to possess.

One or more qualified employees will be assigned to supervise overall sanitation. Each of these supervisors will be qualified by education, training, or experience to develop and supervise sanitation procedures.

#### **Description of ventilation, plumbing/draining, pest exclusion and grounds maintenance**

Heating, ventilating, cooling, and air filtration is installed and maintained in the facility as needed to ensure the quality of the product.

Ventilation equipment such as filters, fans, exhausts, dust collection, and other air-blowing equipment is provided in areas where odors, dust, and vapors may contaminate components, packaging components, in-process materials, cannabis or cannabis-derived products, or contact surfaces.

When fans, compressed air, or other air-blowing equipment are used, such equipment will be designed, located, and operated in a manner that minimizes the potential for microorganisms and particulate matter to contaminate components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces.

Maintaining roads, yards, and parking lots so that they do not constitute a source of contamination in areas where components, packaging components, in-process materials, cannabis, cannabis-derived products, or contact surfaces are exposed;

Adequately draining areas that may contribute to the contamination of components, packaging components, in-process materials, cannabis or cannabis-derived products, or contact surfaces by seepage, filth or any other extraneous materials, or by providing a breeding place for pests;

The facility will be maintained in a clean and sanitary condition and will be maintained in repair sufficient to prevent components, packaging components, in process materials, cannabis, cannabis-derived products, or contact surfaces from becoming contaminated.

Cleaning compounds, sanitizing agents, and other toxic materials will be appropriately stored, handled, and controlled.

Cleaning compounds and sanitizing agents will be free from microorganisms of public health significance and be safe and adequate under the conditions of use.

Adequate pest control will be provided

Trash will be regularly conveyed, stored, and disposed in order to:

Minimize the development of odors;

Minimize the potential for the trash to attract, harbor, or become a breeding place for pests;

Protect against contamination of components, packaging components, in process materials, cannabis, cannabis-derived products, any contact surface, water supplies, and grounds surrounding the physical plant; and

Control hazardous waste to prevent contamination of components, packaging components, in-process materials, cannabis or cannabis-derived products, and contact surfaces.

#### **Description of how equipment will be cleaned and sanitized**

Sanitation procedures apply to work performed by all personnel during the ordinary course of operations.

All operations are conducted in accordance with adequate sanitation principles, including, but not limited to:

Cleaning and/or sanitizing production equipment, containers, and other contact surfaces, as needed;

Controlling airborne contamination as needed where components, packaging components, in-process materials, product, or contact surfaces are exposed;

Using sanitary handling procedures.

Equipment and utensils, and any other contact surfaces used in production operations are maintained, cleaned, and sanitized, as necessary.

Equipment and utensils must be taken apart as necessary for thorough maintenance, cleaning, and sanitizing.

All contact surfaces used for manufacturing, packaging, or holding low moisture components, in-process materials, or cannabis or cannabis-derived products, must be in a dry and sanitary condition when in use.

When the surfaces are wet-cleaned, they must be sanitized, when necessary, and thoroughly dried before subsequent use.

If wet processing is used during production, all contact surfaces must be cleaned and sanitized, as necessary, to protect against the introduction of microorganisms into components, packaging components, in-process materials, or cannabis or cannabis-derived products.

When cleaning and sanitizing is necessary, all contact surfaces must be cleaned before use and after any interruption during which the contact surface may have become contaminated.

If contact surfaces are used in a continuous production operation or in consecutive operations involving different batches of the same product, the contact surfaces must be adequately cleaned and sanitized, as necessary.

Surfaces that do not come into direct contact with components, packaging components, in-process materials, or cannabis or cannabis-derived products must be cleaned as frequently as necessary to protect against contaminating components or products.

Single-service articles (such as utensils intended for one-time use, paper cups, and paper towels) must be stored in appropriate containers, and handled, dispensed, used, and disposed of in a manner that protects against contamination of components, packaging components, in-process materials, cannabis or cannabis-derived products, or any contact surface.

We have written procedures for calibration, maintenance, cleaning, and sanitation of equipment, instruments, and utensils, and records of these activities are kept.

1555 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's LLC

Distribution Operating Procedures

### **Non-Laboratory Quality Control Procedures**

After taking physical possession of a batch, we will contact a licensed testing laboratory to arrange for testing.

At that point, a laboratory agent will come to our licensed premises to take a sample.

The sample selection will be recorded on video, and both our employee and the laboratory agent will witness and attest to the sample selection.

After the sample has been tested, the testing laboratory will provide a certificate of analysis.

If a sample passes testing, we may transport the cannabis goods to one or more retailers for sale.

We will complete several quality assurance steps before distributing the batch for sale.

1. We check that the certificate of analysis corresponds to the batch tested
2. Check that the label is accurate
3. Check that the packaging meets required standards; and
4. The proper information is in the State's track-and-trace database

First in first out approach. By distributing the oldest items first, we prevent degradation of the products and avoid potential obsolescence of our inventory.

Each cookie has a consistent standard appearance. The Packaging department has quality assurance training and inspects each cookie prior to packaging for any type of out of standard appearance which would include size, weight of cookie, unusual texture, color or appearance, cracks or broken cookies or any other imperfection. The discarded cookies are recorded and thrown into the waste management bin.

Each product is heat sealed in tamper evident child resistant packaging.

EXHIBIT J

1555 Mansfield St. #A Santa Cruz CA, 95062

Pete Feurtado Jr., Pete Feurtado Sr.

Big Pete's Treats

Distribution Operating Procedures

## Inventory Procedures

We implement a First In First Out approach in the facility.

Enter into Metrc track and trace system

Retain our records and information for 7 years.

By distributing the oldest items first, we prevent degradation of the products and avoid potential obsolescence of our inventory.

Employees will conduct a daily inventory count on all cannabis goods.

We reconcile the physical counts into Fishbowl every 14 days.

Our business will utilize an industry standard Track and Trace system to ensure compliance and prevent diversion and inversion.

The system will track and trace all cannabis products, from the time it is acquired, through the manufacturing and distribution process until a final destination to a licensed permitted dispensary, including all cannabis waste.

All cannabis products will be properly stored in a secured room in the facility.

All batches are stored separately and distinctly from other cannabis batches on the premises.

Product will be labeled with the following information physically attached to each container of the batch.

1. The manufactures or cultivator's name and license number, who provided the batch;
2. The date of entry into the distributors storage area;
3. The unique identifiers and batch number associated with the batch;
4. A description of the cannabis goods with enough detail to easily identify the batch;
5. The quantity of units in the batch; and
6. The best-by, sell-by, or expiration date of the batch, if any.

December 29, 2019

Mr. Pete Feurtado Jr

[petejr@petesbigtreats.com](mailto:petejr@petesbigtreats.com)

Big Pete's, LLC

1555 & 1560 Mansfield Street

Santa Cruz, CA 95062

Re: Odor Abatement Plan Review

*Big Pete's, LLC*

*1555 & 1560 Mansfield Street, Santa Cruz, California*

Dear Mr. Feurtado:

This letter provides a review of the Odor Abatement Plan developed by Big Pete's, LLC (Big Pete's) for the distribution facility and commercial kitchen located at 1555 and 1560 Mansfield Street, respectively, in Santa Cruz, California. The commercial kitchen located at 1560 Mansfield Street is used to prepare, bake and package edibles that contain cannabis (cannabis edibles). The facility at 1555 Mansfield is used for storage and distribution of the cannabis product. As part of the permit process, the Santa Cruz County Planning Department requested that an odor abatement plan be prepared to address potential cannabis odors that may be generated during operations. This review begins with a summary of the Odor Abatement Plan.

#### **ODOR ABATEMENT PLAN SUMMARY**

Big Pete's Odor Abatement Plan considers three elements of operation: preparation of the cannabis cookies, distribution of the cannabis cookies, and operations monitoring. During preparation of the cookies, odor is generated while stewing cannabis leaves in butter and while baking the cookies in an oven. Stewing is accomplished using a Cleveland Floor Model Kettle and baking is done using a "Mini" Rotating Rack Oven manufactured by LBC Bakery Equipment. Both pieces of equipment are located beneath a 96-inch X 48-inch single wall CaptiveAire Systems Series ND-2 kitchen hood connected to a roof-mounted up-blast fan. The hood is equipped with stainless steel baffle filters which capture grease.

Once the cookies are baked, the cannabis edibles are sealed in packaging, and the packages are placed in shipping boxes. The boxes are transferred to the distribution hub at 1555 Mansfield Street as stock for distribution. All cannabis edibles are locked in a controlled access area at the distribution hub and only distribution employees and testing lab employees are permitted in the controlled access areas.

Operations monitoring includes monitoring for odors and equipment maintenance. Monitoring for odors entails inspecting the area surrounding the building that houses the commercial kitchen once per week. A Big Pete's employee trained in the inspection procedure will walk the area surrounding the commercial kitchen, make qualitative odor observations using their sense of smell, and record the day, time and observations on a log sheet. An effort will be made to conduct inspections at times before, during and after cannabis edibles are being prepared.

EXHIBIT K



Equipment maintenance relevant to odor abatement is focused on keeping the kitchen hood operating efficiently. This is accomplished by removing grease from the catchment trough and cleaning the grease baffles. The grease trough is inspected daily and grease is removed as necessary. Once per week, the baffles are removed, soaked in detergent, scrubbed, rinsed and allowed to air dry for 6 hours before being returned to the hood. In addition, the baffles are steamed cleaned twice per year by an appropriately licensed contractor.

## DISCUSSION

Cannabis is a complex mix of compounds that includes plant-based hydrocarbons, sugars, fatty acids, flavonoids, terpenes and cannabinoids. With the exception of terpenes, cannabis compounds are made up of large bulky shaped molecules found as solids or oils at room temperature. The components of cannabis are organic compounds which are primarily soluble in non-polar compounds such as grease, butter, and oil. When used in cooking, cannabis is usually rendered by mixing and heating with oil or butter. Big Pete's uses butter to solubilize cannabis.

Water vapor (steam), hot air, and vaporized food and cannabis compounds (vapors) are generated as heat is applied for rendering cannabis and baking edibles. At Big Pete's kitchen, this occurs at the stewing kettle and baking oven, respectively. As explained above, these vapors are captured using a kitchen hood (Type I Exhaust Hood) specifically designed to remove heat, particulate matter, grease laden steam, and cooking vapors generated by the cooking process. The hood is installed against a wall (wall hood) and is equipped with internal baffles that typically remove more than 95% of the grease by weight (test rated 96.4 percent for installed hood). Grease is captured by impinging upon the baffles, after which the captured grease runs off the baffles into collection trough. After passing by the baffles, treated vapor is routed by ducting to a roof mounted up-blast exhaust fan for discharge. The exhaust fan is an integral part of the kitchen hood that causes cooking vapors to be contained within the kitchen hood, treated by the baffle system, and dispersed into the atmosphere. The baffles and trough are routinely removed and cleaned as part of the operation and maintenance program for the facility. Big Pete's uses the kitchen hood as the primary element for containing, capturing, and treating vapors emanating from the cooking and baking process and abating potential odors.

The exhaust fan mounted on top of the building that houses the commercial kitchen is the discharge point for treated vapors. Soquel Avenue and Cabrillo Highway are situated about 400 feet north of the building, and Paul Minnie Avenue and 17<sup>th</sup> Avenue are about 360 feet west and east of the building, respectively. A commercial property lies south of the commercial kitchen. Land use in the area bounded by the aforementioned features is a mix of residential and commercial. The predominate wind directions for Santa Cruz are from the west and north. It is our understanding that the commercial kitchen at 2560 Mansfield Street has been used for over a year in the production of cannabis edibles and there have been no known instances of cannabis odors observed near the building.

To summarize, components of cannabis are organic compounds which are highly soluble in grease and oils vaporized during cooking. The cannabis compounds will mix with the grease and oil, and when that mixture vaporizes, it will form droplets that will be captured by the kitchen hood grease extractor baffles. As such, the kitchen hood grease baffles remove a large fraction of cannabis compounds that could cause odors (test rated 96.4 percent). After moving through the baffles in the kitchen hood, treated vapor is routed to the roof-mounted up-blast exhaust fan. The combination of hot buoyant air and up-blast fan acts to discharge treated vapor at

high velocity, forcing treated vapors into the atmosphere and establishing a vertical column of mixing with ambient air. This functions to dilute any odors and push exhaust away from the breathing zone near the building.

Big Pete's Odor Abatement Plan also considers potential cannabis odors emanating from the finished product and operations monitoring. All cannabis edibles are heat sealed in plastic wrap, packaged in case-size boxes, and stored at the distribution hub at 1555 Mansfield Street. Process monitoring includes weekly inspections for potential odors and maintenance of the kitchen hood and baffle assembly.

## CONCLUSIONS

Big Pete's Odor Abatement Plan entails three elements: vapor treatment by filtering and dispersion, odor containment by packaging, and process monitoring.

- **Vapor Treatment.** Vapor emanating from cooking and baking is captured within the influence of a kitchen hood connected to a roof mounted up-blast exhaust fan. The hood is equipped with baffles that remove greater than 95 percent of the oil and grease in the process vapor. Cannabis compounds in the vapor are preferentially soluble in oil and grease so that removal of oil and grease by the baffles also acts to remove cannabis compounds in the vapor. After filtering at the baffles, treated vapor is discharged to the atmosphere by the up-blast exhaust fan. The combination of hot buoyant air and up-blast fan acts to discharge treated vapor at high velocity, forcing treated vapors into the atmosphere and establishing a vertical column of mixing with ambient air. This functions to dilute any odors and push exhaust away from the breathing zone near the building.
- **Odor Containment.** All cannabis edibles are heat sealed in plastic wrap, packaged in case-size boxes, and stored at the distribution hub at 1555 Mansfield Street. Plastic wrapping will limit odors from the finished product.
- **Process Monitoring.** A Big Pete's employee trained in the inspection procedure will walk the area surrounding the commercial kitchen, make qualitative odor observations using their sense of smell, and record the day, time and observations on a log sheet. An effort will be made to conduct inspections at times before, during and after cannabis edibles are being prepared. Equipment maintenance relevant to odor abatement includes inspection of the kitchen hood grease trough and grease removal as necessary, and routine hood cleaning. Once per week, the baffles are removed, soaked in detergent, scrubbed, rinsed and allowed to air dry for 6 hours before being returned to the hood. In addition, the baffles are steam-cleaned twice per year by an appropriately licensed contractor.

Treatment removes more than 95 percent of the oil and grease that would support odor generation, and heat shrink plastic wrapping ensures potential odors from finished products are limited. Weekly odor monitoring and adherence to manufacturer's recommendations regarding operation and maintenance of the grease extractor hood and up-draft exhaust fan provide best management and operational practice by verifying and maintaining the conditions described in the Odor Abatement Plan. If persistent cannabis odors are observed, the plan calls for an evaluation of options to further reduce cannabis odors such as cooking process modifications or use of activated carbon or a similar sorption technology to treat the exhaust.

In conclusion, the odor abatement plan meets the requirement that the equipment and methods to be used for reducing odors are consistent with accepted and available industry-specific best control technologies and methods.

If you have any questions, please call me at (831) 475-8141 or write me at [rig@rrmsc.com](mailto:rig@rrmsc.com).

Sincerely,  
**RRM, Inc.**

Robert Giattino, PE  
Chemical Engineer  
ChE 5068

Julie Avanto, PE  
Project Engineer  
RCE 77741

**From:** Cathy Marino <predicat1536@gmail.com>  
**Sent:** Saturday, May 23, 2020 6:21 PM  
**To:** Michael Lam; Jonathan DiSalvo  
**Subject:** Public Hearing 1555 A, 1560 A Mansfield, APN: 026-043-25 & -21

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Re: public hearing Item #4. 191378  
Friday, June 05, 2020

Dear County of Santa Cruz Zoning Administrator & Planning Commission,

As home owner and 30 year resident of 1536 Mansfield St., I feel that I should write to voice my approval of applicant Michael Bates and owners Derrol Estrella and Barry Porter, and Big Pete's LLC to expand their commercial kitchen and convert a warehouse to a non-retail commercial kitchen and non-retail commercial cannabis distribution facility.

I believe that the Commercial Development Permit should indeed be granted for this project, and that the project should be exempt from further review under the California Environmental Quality Act.

After watching 30 years of various businesses occupy these buildings, I must tell you that Big Pete's LLC has been the most watchful steward for environmental best practices, has always kept environmental and public health and safety in mind, and has been the very best commercial neighbor on my street in my time here.

Please approve this project.

Sincerely,

Catherine Marino  
1536 Mansfield St.  
Santa Cruz, CA 95062

EXHIBIT L