



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

MEMORANDUM

DATE: September 19, 2021

TO: Commercial Cannabis Licensees and Consultants, Members of the Public

CC: Dr. Richard Kuhns, CAO; Margaret Long, County Counsel; Cannabis Division Staff

FROM: Kim Hunter, Building & Planning Director 

SUBJECT: Cannabis Program Update for the Week of September 20, 2021

MEETINGS

- At the Tuesday, September 21st Board of Supervisors meeting there will be a Commercial Cannabis Program update and discussion at 2pm.

TRANSITION PLAN / APPENDIX C ENVIRONMENTAL CHECKLISTS

- Substantial progress continues on the Transition Plan, with the target date being the October 5, 2021, Board of Supervisors meeting.
- The Planning Department Cannabis Division is not currently accepting Appendix C Environmental Checklist documents to allow staff time to complete the Transition Plan and establish the review process.
- Trinity County has contracted with both Helix Environmental Planning, Inc. and LACO Associates, Inc. to review Appendix C Environmental Checklists consistently and quickly when they are submitted by the Planning Department Cannabis Division.
- Planning Department staff will continue to be the point of contact and communication for licensees and their authorized representatives. The County's consultants should not be contacted directly by CCL applicants, their authorized representatives or other members of the public.

RENEWALS

- Renewals are being accepted for cultivation licenses that received Urgency Ordinance 1355 extension letters prior to the anniversary date on the last issued license document.
- Renewal payments for CCL renewals will be half of the total payment due with the final installment when a Compliance Determination is made for CEQA and CCL issuance.
- Renewals for CCLs that have been previously in the program as of January 1, 2019 that did not receive an Urgency Ordinance 1355 extension letter will be considered on a case-by-case basis in accordance with provisions of the approved Transition Plan or may submit a new CCL application.

NEW APPLICATIONS

- A maximum of 25 new CCL applications will be accepted on a weekly basis Monday through Thursday by appointment only. Applications are not accepted on Fridays when the office is closed.
- Due to the limited number of CCLs available, beginning the week of September 27th only one appointment per person/consultant/company will be allowed weekly with a maximum amount of 5 applications per appointment.
- Only complete applications will be accepted. “Complete” means that all items required for the application items are included in the application package.

OUTREACH & EDUCATION

- Check the Cannabis Division website for the latest program and licensing information at: <https://www.trinitycounty.org/Commercial-Cannabis>
- Social media accounts for Instagram and Facebook will be launched this week.
- For additional information, please see the memo from the week of September 13th.