



COUNTY OF LOS ANGELES ENVIRONMENTAL HEALTH
COMMERCIAL CANNABIS FACILITY
CONSTRUCTION REQUIREMENTS

CANNABIS COMPLIANCE AND ENFORCEMENT PROGRAM
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PLAN CHECK REQUIREMENTS

The Plan Check Requirements have been established to assist architects, building contractors, operators, consultants, and other interested professionals in the development of plans for commercial cannabis facilities to meet local and state codes and standards. These requirements should not be considered as all-inclusive. The requirements encompass the health and safety aspects of construction and should not be construed to include other agencies' requirements (e.g., local planning and zoning departments, building and safety authority or local fire department). Contact the appropriate local agencies involved to obtain any permits and/or to clarify other local codes.

This document is divided into Definitions, Plan Submittal, Plan Review and Inspections, General Construction Requirements, Additional Room/Area Requirements, and State Contact Information. Please refer to these sections for information on the process.

NOTE: The Plan Check Requirements are subject to change. It is the responsibility of the owner or operator to stay current with any changes in state or local laws and regulations.

Visit <http://publichealth.lacounty.gov/eh/business/cannabis-facilities.htm> for the latest Los Angeles County requirements and information.

DEFINITIONS

"Cannabis" means all parts of the plant *Cannabis sativa Linnaeus*, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. "Cannabis" also means the separated resin, whether crude or purified, obtained from cannabis.

"Cannabis Facility" or "facility" as referenced in this document means a permanent structure in a fixed location where a cannabis retailer, distributor, manufacturer, cultivator, or microbusiness operates or conducts business. The facility shall be a contiguous area and shall only be occupied by one licensee.

"Cannabis Goods" means cannabis and cannabis products in final form; packaged and labeled as they will be sold at retail.

"Cannabis Products" means cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, an edible or topical product containing cannabis, or concentrated cannabis and other ingredients.

"Cannabis Processing Facility" means any room, building, place or portion thereof, maintained, used, or operated for the purpose of commercially packaging, making, cooking, baking, mixing, processing, bottling, storing, or otherwise preparing or handling cannabis products for human consumption, which is not offered for retail sale or gift on the premises.

"Cannabis Waste" means any material intended for disposal that contains cannabis but is not otherwise considered

hazardous waste. Cannabis waste consisting solely of plant material shall be considered organic waste as defined in Public Resources Code section 42649.8(d) at:

https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=PRC§ionNum=42649.8

“Common Area” refers to all aspects of a cannabis facility, under the control of the owner/operator. Common areas include, but are not limited to, toilet rooms, mop sinks, handwashing facilities, cannabis and non-cannabis waste receptacles and collection services, drinking fountains, loading areas, parking lots, and security.

“Construction” means any building or structure that is being constructed as a new cannabis facility, an existing building or structure that is being converted into a cannabis facility; and, any facility undergoing a change of use, change of business, or a remodel.

“Cultivation Facility” means a facility where commercial cannabis is planted, grown, harvested, dried, cured, graded, or trimmed; or a facility where any combination of those activities occurs.

“Distribution” means the procurement, sale, and transport of cannabis and cannabis goods between permittees.

“Easily Cleanable” means a characteristic of a surface that allows effective removal of soil, cannabis residue, or other organic or inorganic materials by normal cleaning methods.

“Ingredient” means any substance that is used in the manufacture of a cannabis product and that is intended to be present in the finished cannabis product.

“Manufacturing” or **“manufacturing operation”** means all aspects of the extraction process, infusion processes, post-processing, remediation, and packaging and labeling processes, including processing, preparing, holding, or storing of components and ingredients.

“Non-Storefront Retailer” means a retailer licensee conducting retail sales exclusively by delivery.

“Nursery” means all activities associated with producing clones, immature plants, seeds, and other agricultural products used specifically for the propagation and cultivation of cannabis.

“Package” or **“Packaging”** means any container or wrapper that may be used for enclosing or containing any cannabis or cannabis product. It does not include a shipping container or outer wrapping used solely for the transport of cannabis or cannabis products in bulk quantity to a licensee.

“Pre-roll” means any combination of the following rolled in paper: flower, shake, leaf, or kief that is obtained from accumulation in containers or sifted from loose, dry cannabis flower or leaf with a mesh screen or sieve.

“Processing” means all activities associated with the drying, curing, grading, trimming, rolling, storing, packaging, and labeling of cannabis or non-manufactured cannabis products.

“Remodel” means construction, renovation, or repair, of less than 300 sq. ft. to an existing cannabis facility. It includes the installation of equipment; repair to a cannabis facility which alters the configuration, the facility, the usage of the facility, or the business operation conducted from the facility, and requires a permit or approval from other local and state enforcement agencies.

“Retail Facility” means a building or room that is open to the public and in which the cannabis goods are sold or displayed.

“Site Evaluation” means an inspection that determines if a pre-existing cannabis facility meets the current health and safety code requirements or if plans would be required to be submitted for review and approval.

“Smooth” means any of the following: a contact surface that is free of pits, pinholes, cracks, crevices, inclusions, rough edges, and other surface imperfections detectable by visual or tactile inspection; a floor, wall, or ceiling having an even or level surface with no roughness or projections that render it difficult to clean.

“Standard Operating Procedures (SOPs)” describe all procedures that a cannabis facility will conduct daily, before, during, and after operations, sufficient to prevent contamination or adulteration of cannabis products and their ingredients.

“Transport” means the physical movement of cannabis or cannabis products from one licensed facility to another licensed facility.

“Utensil” means an implement, tool, or container used in the storage, preparation, manufacture, or processing of cannabis and cannabis products. In addition to kitchenware, examples of utensils include, but are not limited to gloves, screens, sieves, buckets, and scissors.

PLAN SUBMITTAL

WHEN ARE PLAN SUBMITTALS REQUIRED?

Plans are to be submitted to the Cannabis Compliance and Enforcement Program (CCEP) for review and approval if:

- New Facility
 - Constructing or doing tenant improvement on any building for use as a commercial cannabis facility.
- Existing Facility
 - Remodeling a commercial cannabis facility.
 - Planning to open an existing commercial cannabis facility wherein the equipment has been removed or replaced.
 - New equipment is installed, or existing equipment is changed.
 - Changing the operation of a commercial cannabis facility (e.g., changing the operation from cultivation to manufacturing).
 - Structural alterations that require a permit from the local building department.
 - A site evaluation has determined that plans are required.
 - A facility has closed and remained closed for more than ninety (90) days.

PLAN SUBMITTAL STEPS AND INFORMATION

1. Complete the Cannabis Facility Plan Check Application form.
2. Provide a copy of the official approval letter from the City.

3. Pay applicable fee(s).

Plan Check Fee: A plan check is required to determine if construction plans meet local and State codes. Services for this fee include the following:

- Initial review to determine if plans are approved or not approved with corrections
- If needed, one review of a plan resubmittal
- Two (2) field inspections after construction/renovation are completed

NOTE: Additional fees may apply when more than two (2) plan reviews are necessary to approve the plans and when more than two (2) field inspections are necessary to approve the facility to operate.

Site Evaluation Fee: A site evaluation is required to determine if a pre-existing cannabis facility meets the current health and safety code requirements. Site evaluations are required in all cities that contract with Los Angeles County for permitting and inspections of commercial cannabis facilities.

- If the facility passes the site evaluation and the local city has a service agreement with the County, an application for an annual Public Health Permit (PHP) will be issued.
- If the facility does not pass the site evaluation, plans must be submitted for review and approval. **Applicable only for facilities in cities under contract with the County of Los Angeles. A list of contracted cities can be found on DPH website at www.publichealth.lacounty.gov/eh/business/cannabis-facilities.htm**

Public Health Permit Fee: Upon approval to operate, the permittee will be required to pay for the annual public health permit.

4. To initiate a Plan Check review, submit one (1) set of detailed plans. **Please note that these plans will not be returned.**

Plans shall be easily readable, drawn to scale, (e.g., ¼" = 1') and shall include:

- a. A site plan including proposed cannabis and non-cannabis waste storage receptacle locations.
 - b. Floor plan of entire cannabis facility, including but not limited to cannabis storage and packaging areas, janitorial areas, toilet rooms, breakrooms, locker rooms, cannabis and non-cannabis waste areas, and exterior and interior doors.
 - c. Equipment schedule and equipment layout: listing type, quantity, dimensions, equipment make and model number, and if applicable, sanitation accreditation.
 - d. Manufacturer specification sheets assembled in numerical order, labeled, and numbered to match the equipment schedule.
 - e. Plumbing plan including details of hot and cold-water lines and waste and vent pipes.
 - f. Ventilation plan including make-up air and return air.
 - g. Finish schedule for the floors, cove base, walls, and ceilings that indicate the type of material and the surface finish. Samples may be required.
 - h. Reflective ceiling plan including lighting and soffits.
 - i. Door and window schedule including details of frame, type of material, and surface finish.
5. For remodel: also submit scope of work, operational letter, and copy of current public health permit.

PLAN REVIEW AND INSPECTIONS

Plans are reviewed on a first come, first served basis. The owner or representative will be notified if plans are approved or not approved within **twenty (20) working days** after receipt of payment. Plans that are incomplete or require corrections will be returned for revision.

NOTE: Do not begin construction/renovation until plans are approved.

- If plans are **Not Approved:**
 - Once corrected, plans may be resubmitted for review.
 - Corrected plans must be resubmitted for review within **six (6) months**. After 6 months, new plans will be required to be submitted along with payment for plan review.

- If plans are **Approved:**
 - Approved plans **stamped by the CCEP** shall be kept on file until the project has been completed. If requested, two (2) additional sets of plans may be stamped at the time of approval.
 - An approved set of plans **shall** be maintained on-site until final inspection approval.
 - Any changes to the approved plans require additional review and approval by the CCEP. Additional fee(s) may apply.
 - Obtain all necessary licenses and/or permits from the local building and safety department, and any other applicable agencies prior to construction or remodel.
 - When construction/remodeling is complete, contact the CCEP at least three **(3) working days** in advance to request an inspection. The construction or remodel of the cannabis facility must conform to the current set of approved plans.
 - Cannabis facilities not constructed and approved during a final plan check inspection within **twelve (12) months** from the date of plan approval shall be required to submit new plans and pay plan review fees.

PUBLIC HEALTH PERMIT (PHP) ISSUANCE:

A PHP will be issued only if the local city has a contract with the county. The owner, operator, or representative will receive a PHP when:

- The facility passes the site evaluation and/or final plan check inspection.
- The completed application with the required documents is submitted; and
- The applicable permit fee(s) are paid.

GENERAL CONSTRUCTION REQUIREMENTS

ROOM/AREA REQUIREMENTS

All cannabis facilities shall meet the requirements as indicated below:

| Room/Area | REQUIREMENTS | | | | | | | | | |
|--------------------------------|--------------|-----------|------|---------|-------------|----------|--------------|----------------|-----------------|-------------------------------|
| | Floor | Cove Base | Wall | Ceiling | Ventilation | Lighting | Water Supply | Hand wash Sink | Mop Sink/ Basin | Cannabis & Non-Cannabis Waste |
| Employee Locker Area | ● | | | | ● | ● | | | | |
| Janitorial Area | ● | ● | ● | ● | ● | ● | ● | | ● | |
| Processing Room | ● | ● | ● | ● | ● | ● | | | | |
| Storage Room (Prepackaged) | | | | | ● | ● | | | | |
| Storage Room (Non-Prepackaged) | ● | ● | ● | ● | ● | ● | | | | |
| Toilet Room | ● | ● | ● | ● | ● | ● | ● | ● | | |
| Trash Area (Indoor) | ● | ● | ● | ● | ● | ● | | | | ● |

A. FLOOR, COVE BASE, WALL, AND CEILING

(Processing Room, Non-Prepackaged Storage Room, Janitorial Area, Toilet Room, Indoor-Trash Area)

The floor, cove base, walls, and ceiling in all rooms in which cannabis products and their ingredients are prepared, stored, or packaged, in a non-prepackaged storage room, where janitorial areas are located, in all toilet rooms and handwashing areas, warewashing areas, dressing rooms, walk-in refrigerators and freezer units shall be smooth, durable, nonabsorbent, and easily cleanable. All doors leading to a processing room or utensil wash area shall be self-closing, tight fitting, and shall not open directly to the outside or a toilet room.

Floor examples include, but are not limited to, sealed concrete, quarry tile, and epoxy. Walls and ceiling examples include, but are not limited to, tile, metal, plaster, or semi-gloss paint and approved drop ceiling. A minimum of six (6) inch high, approved cove base, with a minimum three-eighths inch (3/8") radius shall be provided at the juncture of the wall and floor including walk-in refrigerators or freezer units. Vinyl Tiles (VCT) are not an acceptable flooring material, except in customer or prepackaged retail display areas.

B. VENTILATION

(Processing Room, All Storage Room, Employee Locker Area, Janitorial Area, Toilet Room, Indoor-Trash Area)

Approved ventilation is required throughout the facility to facilitate proper air circulation free from excessive heat and condensation, and to provide reasonable comfort for all employees.

C. LIGHTING

(Processing Room, All Storage Room, Employee Locker Area, Janitorial Area, Toilet Room, Indoor-Trash Area)

All rooms and areas in which cannabis products are stored, processed, or packaged, and in rooms specified below shall have sufficient natural or artificial lighting. The lighting shall be protected against breakage by using plastic shields, plastic sleeves with end caps, or shatterproof bulbs when

located above an area where open cannabis is stored or packaged, where utensils are washed, and in walk-in refrigerators and freezer units.

The following types of rooms and areas shall have enough natural or artificial lighting:
(See Table 1 for requirements.)

Table 1. Lighting Requirements

| Types of Rooms/Areas | Foot Candles |
|---|--------------|
| <ul style="list-style-type: none"> Any area where the safety of the employee is a factor while working with cannabis, utensils, or equipment | 50 |
| <ul style="list-style-type: none"> Handwash sink area Toilet rooms Warewashing area Dry storage area Equipment and utensil storage Locker/dressing rooms In all areas and rooms during periods of cleaning | 20 |
| <ul style="list-style-type: none"> Refrigeration and freezer units | 10 |

D. WATER SUPPLY

(Processing Room, Janitorial Area, Toilet Room)

An adequate, protected, pressurized, potable supply of hot water (minimum 120°F) and cold running water shall be provided from an approved source. The potable water supply shall be protected with a backflow or back siphonage prevention device, as required by applicable local plumbing codes.

E. HAND WASH SINK

(Processing Room, Toilet Room)

At least one (1) hand wash sink shall be installed within the processing rooms and in the warewashing area (if not within the processing room). Handwashing sinks shall be sufficient in number, conveniently located, unobstructed, accessible at-all-times, and designated only for hand washing practices. All hand wash sinks shall be equipped with an adequate supply of warm (minimum of 100°F) and cold running water under pressure through a mixing valve or combination faucet. Hand wash sinks from a premixing faucet shall supply warm water between 100°F - 108°F. All hand wash sinks shall be equipped with wall-mounted single use soap and paper towel dispensers (or air hand dryers).

F. MOP SINK OR BASIN

(Janitorial Area)

At least one (1) mop sink shall be installed in a janitorial area separate from the other equipment and storage and be equipped with storage for cleaning supplies, such as mops, buckets, brooms, and cleaners. The mop sink or basin shall be one (1) compartment, nonporous sink directly connected to the sewer, provided with hot (minimum 120° F) and cold running water through a mixing valve or combination faucet and protected with a backflow prevention device.

G. CANNABIS AND NON-CANNABIS WASTE

(Trash Area)

All waste generated from the facility must be properly stored in nonabsorbent, water-tight, durable,

easily cleanable, galvanized metal or heavy plastic containers with tight-fitting lids. If any waste is located within the facility, the waste area shall meet the requirements for walls, floors, ceiling, and vermin exclusion.

If an outdoor storage area or enclosure is provided, the floors shall be constructed of nonabsorbent material that is easily cleanable and durable. The cannabis waste storage bin/area must be secured to prevent public access.

H. EMPLOYEE LOCKER AREA

Lockers shall be provided in a designated area and shall be installed at least 6-inches above the floor on approved metal legs or on a concrete curb with an integral coved base.

I. STORAGE ROOM

Storage shall be adequate for cannabis goods and stored at least six inches (6") off the floor. Shelving shall be provided and be smooth, durable, and easily cleanable. Cannabis goods shall not be stored in hallways or restrooms.

J. TOILET ROOM

The toilet room shall be provided with at least one toilet, handwashing sink with hot and cold potable running water, a wall-mounted single-use soap and paper towel dispensers (or air hand dryers), adequate lighting, proper ventilation, and a self-closing device on the door. Toilet rooms shall be vented to outside air by means of an openable, screened window, an air shaft, or a light-switch activated exhaust fan consistent with the requirements of local building codes. The number of toilets required shall be in accordance with local building and plumbing ordinances.

K. VERMIN EXCLUSION

The facility shall be fully enclosed to prevent the entrance and harborage of animals, birds, and vermin, including, but not limited to, rodents and insects. Vermin proofing shall be implemented at all exterior openings exceeding one-fourth inch (1/4"). All exterior wall pipes or other openings shall be tightly sealed. All exterior wall vents shall be properly screened with one-fourth inch (1/4") hardware mesh screening. All delivery doors shall be equipped with an automatic switch-activated air curtain, and all exterior doors shall be self-closing.

L. WATER HEATER

Water heaters shall be adequate in size and rating; and capable of generating hot water at a minimum of 120°F on demand, at-all-times, to all sinks, equipment, and fixtures that use hot water. Water heaters and their installation shall follow all local building code requirements.

M. CONDUITS OR PIPELINES

Conduits or pipelines shall not be installed across any aisle or door openings. Multiple runs or clusters of conduit or pipelines shall be encased in an approved runway, or other enclosure.

N. PLUMBING, GAS, AND ELECTRIC

All plumbing, plumbing fixtures, gas lines, and electrical conduits shall be installed in compliance with local building and safety codes.

O. REFRIGERATORS OR FREEZERS

Commercial grade refrigerators or freezers, whether a reach-in or walk-in, shall be located within the facility and shall open into an approved area. All units shall be provided with an accurate thermometer and approved shelving that is nonabsorbent, non-corrodible, and easily cleanable. Condensate from all units shall drain indirectly to a floor sink that has an air gap and that is located outside the unit within the facility or as recommended by the manufacturer. Walk-in units shall be flushed and sealed to the floor with an approved cove base.

P. EQUIPMENT

All equipment installed and used shall be of commercial grade. Manufacturer’s specification documents for all proposed equipment shall be provided upon request. All equipment and installation shall be subject to a field evaluation.

ADDITIONAL ROOM/AREA REQUIREMENTS

The specific rooms/areas below shall also meet construction requirements as indicated below.

| ROOM/AREA | REQUIREMENTS | | | | | | | | | | |
|---------------------------------|--------------|-----------|------|---------|-------------|----------|--------------|---------------|----------------|-------------|-----------|
| | Floor | Cove Base | Wall | Ceiling | Ventilation | Lighting | Water Supply | Warewash Sink | Hand wash Sink | Floor Drain | Prep Sink |
| CULTIVATION FACILITIES | | | | | | | | | | | |
| Grow Room | • | • | • | • | • | • | | | | | |
| Irrigation Room | • | • | • | • | • | • | | | | | |
| Processing Room | • | • | • | • | • | • | • | • | • | • | |
| DISTRIBUTION FACILITIES | | | | | | | | | | | |
| Processing Room | • | • | • | • | • | • | • | • | • | • | |
| Warehouse | • | | | | • | • | | | | | |
| MANUFACTURING FACILITIES | | | | | | | | | | | |
| Processing Room | • | • | • | • | • | • | • | • | • | • | • |
| RETAIL FACILITIES | | | | | | | | | | | |
| Sales/Display Area | | | | | • | • | | | | | |

Cultivation, Distribution and Manufacturing facilities are required to provide the following:

A. PREPARATION SINK – Manufacturing Facilities

(Processing Room – required when there is a need to wash fruits/herbs, etc.)

At least one (1) preparation sink shall be installed within the processing room. The preparation sink shall be at least 1 compartment with 1 integral drain board sloped toward the sink and drain indirectly into a floor sink with an air gap, supplied with hot, minimum 120° F, and cold running water through a mixing valve or combination faucet and be free standing.

B. WAREWASHING SINK – Cultivation, Distribution and Manufacturing Facilities

(Processing Room)

At least one (1) warewashing sink shall be installed in a room, area, or within the processing room. The

warewashing sink is required to have a three-compartment metal sink with two integral metal drainboards sloped toward the sinks and a metal backsplash extending up the wall above the rim and sealed to the wall. The warewashing sink compartments shall be large enough (e.g., minimum 16"X20" or 18"X18" by 12" deep) to accommodate immersion of the largest utensil or piece of equipment. The warewashing sink shall be supplied with hot (minimum 120°F) and cold running water through a mixing valve or combination faucet, and be free standing, and drain directly into the sewer.

C. FLOOR DRAINS

(Processing Room)

Floor drains shall be installed in processing rooms where:

- Equipment is cleaned-in-place,
- Utensils are washed,
- Floors are water-flushed for cleaning and,
- Pressure spray methods for cleaning equipment are used.

A trench drain is recommended for the cleaning of fixed equipment. Floor surfaces in these areas shall be sloped 1/8" per foot (1:100) to the floor drains.

D. GREASE TRAPS AND INTERCEPTORS - Manufacturing Facilities

Grease traps and interceptors, when required by the local Building and Safety, shall be easily accessible for servicing and not located in a processing room or warewashing area. Generally, grease traps should be installed flush with the floor to prevent sanitation problems. Check with the local Building and Safety officials for the requirements.

E. MECHANICAL EXHAUST VENTILATION – Manufacturing Facilities

(Processing Room)

Mechanical Exhaust Ventilation shall be provided over all cannabis extraction equipment, all cooking equipment and heat generating equipment. Hoods shall extend at least six inches (6") horizontally beyond the equipment. Mechanical exhaust vents shall effectively remove gases, vapors, fumes, smoke, steam, heat, and odors from the facility. The exhaust and make-up air systems shall be connected by an electrical interlocking hardwired connector so that one system cannot be operated when the other system is off. Specify the number and locations of make-up air diffusers. All equipment, construction, and installation shall be in accordance with all applicable building and mechanical codes.

F. Operational Plans on company letterhead signed by the owner:

- a. Cultivation Facilities: Odor Management Plan and Waste Management Plan
- b. Manufacturing Facilities: Odor Management Plan; Waste Management Plan; Standard Operating Procedures (SOPs); and Recall Protocol

G. Mechanical Plan – Hood type, exhaust and make-up air with an electrical interlocking switch, elevations, and hood details.

H. Product List – A complete list of products that will be manufactured, packaged, or labeled at the

facility.

STATE CONTACT INFORMATION

Commercial Cannabis Facilities must follow all state licensing and operational requirements. For more information, contact:

Department of Cannabis Control (DCC)

<https://cannabis.ca.gov/>

844-612-2322

info@cannabis.ca.gov