



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

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CANNABIS CULTIVATION BUSINESS LICENSE COMPLIANCE PLAN EXTENSION POLICY

PURPOSE

This policy establishes guidelines allowing the Cannabis Division to approve an additional one (1) year extension to the terms of the compliance plan when a Cannabis Cultivation Business License ("CCBL") holder demonstrates good faith efforts to correct all identified violations.

GOALS AND OBJECTIVES

The goals and objectives of this policy are to provide a consistent framework for the Cannabis Division to evaluate whether good faith efforts have been made and whether an extension to the terms of the compliance plan is appropriate.

AUTHORITY

The authority for this policy is outlined in the Mendocino County Code ("MCC") as follows:

MCC Section 10A.17.100(C)(b) provides that compliance plans shall be for a term of one (1) year from the date of issuance of the CCBL. A planner may review and recommend additional one (1) year extensions of the compliance plan based on a CCBL holder's demonstrated good faith efforts to correct all identified violations. The Cannabis Division retains sole authority and discretion to determine whether good faith efforts have been demonstrated and whether a compliance plan extension will be granted.

DEFINITIONS

"Compliance Plan" means a formal agreement that identifies the outstanding violations or permitting requirements and establishes a timeline and conditions for bringing the site into compliance.

"CCBL Holder" means a person issued a CCBL to engage in the cultivation of cannabis in Mendocino County pursuant to MCC Chapter 10A.17.

"Cultivation of cannabis" means any activity involving the planting, growing, harvesting, drying, curing, grading, trimming, or processing of cannabis, as defined in MCC Section 10A.17.020.

"Good faith efforts" means demonstrable and ongoing actions taken by a CCBL holder to apply for, reinstate, or obtain final approval of required permits necessary to bring the site into compliance, as determined by the Department.

"Phase One CCBL" means a CCBL issued pursuant to the Phase One application provisions of MCC Section 10A.17.080, which required applicants to demonstrate proof of cultivation at a cultivation site prior to January 1, 2016, and compliance with all other applicable provisions of MCC Chapter 10A.17 and Chapter 20.242.

POLICY

When violations are identified that are directly related to a Phase One application, or when it is determined

that issuance of a CCBL would authorize a use requiring a separate County permit that has not yet been obtained, the applicant shall be required to enter into a written compliance plan prior to issuance of the CCBL.

A planner may approve a one (1) year extension to the terms of a compliance plan when a CCBL holder demonstrates ongoing good faith efforts to achieve compliance, as defined in the Definitions section of this policy.

Exceptions for Extensions

Extensions may be justified if compliance has not been achieved due to circumstances outside the CCBL holder's control, including but not limited to:

- Delays caused by the County (e.g., extended review times).
- Delays outside the control of the CCBL holder (e.g., seasonal constraints for required studies, or waiting on professional reports from engineers or other consultants).
- Rare adverse events (e.g., medical emergencies).

Any request for an extension must be supported by providing evidence or documentation as noted below.

Demonstrated Good Faith Efforts

A CCBL holder must demonstrate ongoing good faith efforts to qualify for a compliance plan extension. This requires providing evidence or documentation showing active steps to achieve compliance. Examples include, but are not limited to:

- Submitting building permit applications to the County or resubmittals after corrections.
- Providing receipts for permit fees paid.
- Documenting correspondence with the County regarding review timelines or clarifications.
- Submitting professional reports or timelines from engineers, architects, or other consultants showing work is in progress.
- Providing documentation of phased progress if multiple permits are required (e.g., submitting 2–3 permits at a time with a plan for the remainder).

Failure to Demonstrate Good Faith

If a CCBL holder fails to demonstrate good faith efforts, the compliance plan will not be extended and one or more of the following actions may be taken by the Cannabis Division:

- Denial of CCBL renewal
- Termination of the CCBL pursuant to MCC Section 10A.17.100(D)(c)
- Issuance of a Notice of Violation under MCC Section 10A.17.140

Policy Initiated By: Sara McBurney, Senior Program Manager

AUTHORITY

Policy Approved: _____

JULIA KROG,

Director Planning and Building Services



Date: 1/22/2026