

## CASE: AP\_2021-0025

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**OWNER:** Regina Campbell

**APPLICANT:** Deborah Martin

**AGENT:** N/A

**REQUEST:** Administrative permit to allow for a cannabis processing facility.

**LOCATION:** In downtown Laytonville, on the West side of State Route 101 (SR 101 ), situated directly adjacent to Harmon Dr. (CR 321 ); located at 44650 Hwy 101, Laytonville; APN: 014-150-54.

**APN/S:** 014-150-54

**PARCEL SIZE:** 1.50 ±

**GENERAL PLAN:** Rural Community (RC)  
**ZONING:** Limited Commercial (C1:6K)

**EXISTING USES:** Commercial - cannabis retail/nursery

**DISTRICT:** 3

**RELATED CASES:** N/A

	<b>ADJACENT GENERAL PLAN</b>	<b>ADJACENT ZONING</b>	<b>ADJACENT LOT SIZES</b>	<b>ADJACENT USES</b>
<b>NORTH:</b>	Rural Community (RC)	Commercial Limited (C1)	N/A	State Route 101
<b>EAST:</b>	Rural Community (RC)	Commercial Limited (C1)	0.9 acres ± acres	Commercial
<b>SOUTH:</b>	Rural Community (RC)	Commercial Limited (C1)	0.56, 0.58, 0.59 ± acres	Residential
<b>WEST:</b>	Rural Community (RC)	Commercial Limited (C1)	0.51 ± acres	Commercial

### REFERRAL AGENCIES

#### LOCAL

- Air Quality Management District
- Assessor's Office
- Building Division Ukiah
- Department of Transportation (DOT)
- Environmental Health (EH)
- Laytonville Fire District

- Laytonville MAC
  - Laytonville School District
  - Laytonville Water District
- #### STATE
- CALFIRE (Land Use)
  - California Highway Patrol

- CALTRANS

#### TRIBAL

- Cloverdale Rancheria
- Redwood Valley Rancheria
- Sherwood Valley Band of Pomo Indians

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### ADDITIONAL INFORMATION:

**STAFF PLANNER:** Matt Goines

**DATE:** 11/29/2021

## ENVIRONMENTAL DATA

### 1. MAC:

GIS

*Laytonville*

### 2. FIRE HAZARD SEVERITY ZONE:

CALFIRE FRAP maps/GIS

*very high*

### 3. FIRE RESPONSIBILITY AREA:

CALFIRE FRAP maps/GIS

*Cal Fire*

### 4. FARMLAND CLASSIFICATION:

GIS

*N/A*

### 5. FLOOD ZONE CLASSIFICATION:

FEMA Flood Insurance Rate Maps (FIRM)

*N/A*

### 6. COASTAL GROUNDWATER RESOURCE AREA:

Coastal Groundwater Study/GIS

*N/A*

### 7. SOIL CLASSIFICATION:

Mendocino County Soils Study Eastern/Western Part

*126-Feliz clay loam, gravelly substratum*

### 8. PYGMY VEGETATION OR PYGMY CAPABLE SOIL:

LCP maps, Pygmy Soils Maps; GIS

*N/A*

### 9. WILLIAMSON ACT CONTRACT:

GIS/Mendocino County Assessor's Office

*No*

### 10. TIMBER PRODUCTION ZONE:

GIS

*N/A*

### 11. WETLANDS CLASSIFICATION:

GIS

*No*

### 12. EARTHQUAKE FAULT ZONE:

Earthquake Fault Zone Maps; GIS

*N/A*

### 13. AIRPORT LAND USE PLANNING AREA:

Airport Land Use Plan; GIS

*No*

### 14. SUPERFUND/BROWNFIELD/HAZMAT SITE:

GIS; General Plan 3-11

*No*

### 15. NATURAL DIVERSITY DATABASE:

CA Dept. of Fish & Wildlife Rarefind Database/GIS

*N/A*

### 16. STATE FOREST/PARK/RECREATION AREA ADJACENT:

GIS; General Plan 3-10

*No*

### 17. LANDSLIDE HAZARD:

Hazards and Landslides Map; GIS; Policy RM-61; General Plan 4-44

*No*

### 18. WATER EFFICIENT LANDSCAPE REQUIRED:

Policy RM-7; General Plan 4-34

*No*

### 19. WILD AND SCENIC RIVER:

[www.rivers.gov](http://www.rivers.gov) (Eel Only); GIS

*No*

### 20. SPECIFIC PLAN/SPECIAL PLAN AREA:

Various Adopted Specific Plan Areas; GIS

*No*

### 21. STATE CLEARINGHOUSE REQUIRED:

Policy

*N/A*

### 22. OAK WOODLAND AREA:

USDA

*Yes*

### 23. HARBOR DISTRICT:

Sec. 20.512

*No*



**COUNTY OF MENDOCINO**  
**DEPARTMENT OF PLANNING AND BUILDING SERVICES**

860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482  
 120 WEST FIR STREET · FT. BRAGG · CALIFORNIA · 95437

IGNACIO GONZALEZ, INTERIM DIRECTOR  
 JULIA KROG, ASSISTANT DIRECTOR  
 TELEPHONE: 707-234-6650  
 FAX: 707-463-5709  
 FB PHONE: 707-964-5379  
 FB FAX: 707-961-2427  
 pbs@mendocinocounty.org  
 www.mendocinocounty.org/pbs

November 30, 2021

Department of Transportation  
 Environmental Health - Ukiah  
 Building Inspection – Ukiah  
 Assessor  
 Air Quality Management  
 Caltrans

Department of Forestry/ CalFire  
 -Land Use  
 California Highway Patrol  
 Sherwood Valley Rancheria  
 Cloverdale Rancheria  
 Redwood Valley Rancheria

Laytonville Water District  
 Laytonville MAC  
 Laytonville Fire District  
 Laytonville School District

**CASE#:** AP\_2021-0025  
**DATE FILED:** 10/19/2021  
**OWNER:** DANIEL J & REGINA L CAMPBELL  
**APPLICANT:** DEBORAH MARTIN  
**REQUEST:** Administrative permit to allow for a cannabis processing facility.  
**LOCATION:** In downtown Laytonville, on the West side of State Route 101 (SR 101 ), situated directly adjacent to Harmon Dr. (CR 321 ); located at 44650 Hwy 101, Laytonville; APN: 014-150-54.  
**SUPERVISORIAL DISTRICT:** 3  
**STAFF PLANNER:** MATT GOINES  
**RESPONSE DUE DATE:** December 14, 2021

**PROJECT INFORMATION CAN BE FOUND AT:**

[www.mendocinocounty.org](http://www.mendocinocounty.org)

Select "Government" from the drop-down; then locate Planning and Building Services/Public Agency Referrals.

Mendocino County Planning & Building Services is soliciting your input, which will be used in staff analysis and forwarded to the appropriate public hearing. You are invited to comment on any aspect of the proposed project(s). Please convey any requirements or conditions your agency requires for project compliance to the project coordinator at the above address, or submit your comments by email to [pbs@mendocinocounty.org](mailto:pbs@mendocinocounty.org). Please note the case number and name of the project coordinator with all correspondence to this department.

We have reviewed the above application and recommend the following (please check one):

- No comment at this time.
- Recommend conditional approval (attached).
- Applicant to submit additional information (attach items needed, or contact the applicant directly, copying Planning and Building Services in any correspondence you may have with the applicant)
- Recommend denial (Attach reasons for recommending denial).
- Recommend preparation of an Environmental Impact Report (attach reasons why an EIR should be required).
- Other comments (attach as necessary).

**REVIEWED BY:**

Signature \_\_\_\_\_ Department \_\_\_\_\_ Date \_\_\_\_\_

AP\_2021-0025  
DANIEL J & REGINA L CAMPBELL  
PO BOX 95  
LAYTONVILLE, CA 95454

AP\_2021-0025  
DEBORAH MARTIN  
75 N MAIN ST. #247  
WILLITS, CA 95490



Department of  
Planning and Building  
Services

Case No:	AP-2021-0025
CalFire No:	
Business License No:	
Fee:	1121-
Receipt No:	PRS-045887
Received By:	Annie
Date Filed:	10-19-21
Office use only	

**Application for Facilities – Use Permit / Administrative Permit**

**APPLICANT(S)**

Name: Deborah Martin Phone: (707)272-6602  
 Mailing Address: 75 N Main St #247  
 City: Willits State/Zip: CA, 95490 email: dm.highelevationsapothecary@gmail.com

**PROPERTY OWNER**

Name: Regina Cambell Phone: 707-354-1630  
 Mailing Address: 44650 Hwy 101 Ste B  
 City: Laytonville State/Zip: 95454 email: \_\_\_\_\_

**AGENT**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State/Zip: \_\_\_\_\_ email: \_\_\_\_\_

Address of Property: 44650 Hwy 101, Laytonville CA 95454  
 Assessor Parcel Number(s): 014-150-5400

Please check the applicable permit type for which you are applying.

Type of Facility → Zoning District ↓	Processing	Manufacturing (non-volatile)	Manufacturing (volatile)	Testing	Retail/ Dispensary	Distribution	Microbusiness
RC (Rural Community)	<input type="checkbox"/> - AP	<input type="checkbox"/> - AP	<input type="checkbox"/> - UP	<input type="checkbox"/> - UP	<input type="checkbox"/> - UP	<input type="checkbox"/> - UP	<input type="checkbox"/> - UP
AG (Agriculture)	<input type="checkbox"/> - AP	-	-	-	-	-	-
UR (Upland Residential)	<input type="checkbox"/> - AP	-	-	-	-	-	-
RL (Rangeland)	<input type="checkbox"/> - AP	-	-	-	-	-	-
FL (Forest Land)	<input type="checkbox"/> - AP	-	-	-	-	-	-
C1 (Limited Commercial)	<input checked="" type="checkbox"/> - UP <b>AP</b>	-	-	-	ZC**	-	-
C2 (General Commercial)	<input type="checkbox"/> - AP	<input type="checkbox"/> - UP	-	ZC**	ZC**	<input type="checkbox"/> - UP	<input type="checkbox"/> - AP
I1 (Limited Industrial)	ZC**	ZC**	<input type="checkbox"/> - AP	ZC**	<input type="checkbox"/> - UP	ZC**	<input type="checkbox"/> - AP
I2 (General Industrial)	ZC**	ZC**	<input type="checkbox"/> - AP	ZC**	<input type="checkbox"/> - UP	ZC**	<input type="checkbox"/> - AP
PI (Pinoleville Industrial)	ZC**	ZC**	<input type="checkbox"/> - AP	ZC**	<input type="checkbox"/> - UP	ZC**	<input type="checkbox"/> - AP

OTHER (check if applicable)  Existing Packaging and Processing Facility (Mendocino County Code Section 20.243.070 Exception)  
 Setback Reduction (Mendocino County Code Section 20.243.050(B)(1))  
 Cottage Industry Use Permit (microbusiness)  
 Cottage Industry Use Permit (non-volatile manufacturing)

\*Note 1 – ZC = Zoning Clearance; AP = Administrative Permit; UP = Use Permit; “-” = Not Available  
 \*\*Note 2 – A zoning district that indicates a ZC (zoning clearance) **DOES NOT** require this permit.

I certify that the information submitted with this application is true and accurate. I have attached the Consent of Landowner form because I am not the property owner of the parcel on which the facility is located.

Signature of Applicant/Agent

Date

Signature of Owner

Date

*[Handwritten Signature]* *[Handwritten Signature]* 10/18/2021

# FACILITY PROJECT DESCRIPTION & QUESTIONNAIRE

1. Does the proposed facility meet the following setbacks?  YES  NO

- 1,000 feet from all youth-oriented facilities, schools, parks, churches, or residential treatment facilities.

2. Please describe the project in full.

I am applying for an Administrative Permit to cover a Processing licensee at the location 44650 Hwy 101, Laytonville. This location will be used to process products grown at our medical cultivation site, and package them in preparation for the Retail market.

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3. Please describe the project site. Include improvements such as structures, wells, septic systems, grading, vegetation removal, roads, etc.

- The site consists of a 1500 sq. ft. warehouse with an adjacent show room and two offices all internally connected, totaling 2540 sq. ft. there is a bathroom located inside the premises, with a shared ADA compliant bathroom and parking space located on the outside of the unit. The unit is labeled to F suite and is part of a larger building center which consists of five suites total.
- Only paint and other cosmetics improvements to be done at this time.

4. Will the development of the proposed facility be phased?  YES  NO

If YES, please describe the phases below. Include an attachment (Attachment A) if necessary.

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5. Are you grading, or plan to grade, for any roads or building sites?  YES  NO

If YES, please complete the following:

A. Amount of cut: \_\_\_\_\_ cubic yards

B. Amount of fill: \_\_\_\_\_ cubic yards

C. Maximum height of cut slope: \_\_\_\_\_ feet

D. Maximum height of fill slope: \_\_\_\_\_ feet

E. Amount being imported/exported: \_\_\_\_\_ cubic yards

F. Location of borrow/disposal:  ON-SITE  OFF-SITE

6. In order to develop the proposed facility, will it be necessary to:

	YES	NO
A. Remove oak species or commercial tree species?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Make substantial changes in terrain?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

7. Will there be employees?  YES  NO If YES, how many employees will be present on the largest shift? four

8. Will there be any signs used to identify the facility?  YES  NO If YES, please provide the information below.

Location on property (must **also** be shown on site plan): \_\_\_\_\_

Size: \_\_\_\_\_ ft<sup>2</sup> Type (i.e. freestanding, wall, etc): \_\_\_\_\_

9. How many parking spaces will be on provided on-site? 2 How many accessible parking spaces? 1

10. Please provide an inventory of the structures on the property. If additional space is needed, please provide a separate sheet. Please note improvements may be subject to permit requirements.

- |            |                                       |                                    |            |                 |
|------------|---------------------------------------|------------------------------------|------------|-----------------|
| 1. Suite A | Existing Use: NAPA Auto Retail        | Proposed Use: no change            | Size: 6000 | ft <sup>2</sup> |
| 2. Suite B | Existing Use: FlowKana CBFL           | Proposed Use: no change            | Size: 3000 | ft <sup>2</sup> |
| 3. Suite C | Existing Use: Retail/Barbershop       | Proposed Use: no change            | Size: 500  | ft <sup>2</sup> |
| 4. Suite E | Existing Use: Thrift Store/Retail     | Proposed Use: no change            | Size: 300  | ft <sup>2</sup> |
| 5. Suite F | Existing Use: Cannabis Retail/Nursery | Proposed Use: Processing/Packaging | Size: 2540 | ft <sup>2</sup> |

11. Will there be any security lighting?  YES  NO If YES, will the light be cast downward?  YES  NO

12. Briefly describe the surrounding properties including vegetation, animals, structures, and/or cultural/historic assets.  
Highway 101 runs along the eastern border of the property parcel, to the north there is a motel, to the east there is a residential road with residential properties. To the south there is a vacant lot. Very little surrounding vegetation or animal habitats.

13. Please indicate the surrounding land uses.

	NORTH	EAST	SOUTH	WEST
Vacant			<u>Vacant C1 property to the south</u>	
Residential/Agricultural				<u>Residential properties across the street to the west</u>
Commercial/Industrial				<u>C1 hotel to the north</u>
Institutional/Timberland				
Other				<u>Highway 101 located on the East side of the property</u>

14. Utilities will be supplied to the site as follows:

A. Electricity

- Utility Company (existing)  
 Utility Company (planned)  
 On-Site Generation – Specify \_\_\_\_\_

B. Gas

- Utility Company (existing)  
 Utility Company (planned)  
 On-Site Generation – Specify \_\_\_\_\_  
 None

C. Water

- Community water system – Specify provider Laytonville Water District  
 Well  
 Spring  
 Pond  
 Other – Specify \_\_\_\_\_

D. Sewage

- Community sewage system – Specify provider \_\_\_\_\_  
 Septic Tank  
 Other – Specify \_\_\_\_\_

15. Please provide driving directions to the facility using identifiable landmarks (streets, mailboxes, etc).

Turn off of Highway 101 at the location of 44650 Hwy 101 Laytonville. Stay to the North side of the building where there is a small parking lot and a large Rollup bay door. Suite F is located on the last door on the left, adjacent to the ADA Bathroom. There are no signs listed on the door.



**\*FOR PROCESSING\***

P01. How will natural (trimmings) or other (plastics) materials be disposed?

Natural trimmings will be legally transported to the cultivation site, located north of Laytonville, owned by same company, where they will be destroyed and composted at the legal, state approved composting site located at the cultivation premises. Plastic will be disposed of at the local dump.

P02. What equipment (i.e. machines [specify], trimmers, hangers, etc) will be used for processing?

- Rosinator Trim Machine, also acts as a kief tumbler
- Commercial Freeze Dryer by HarvestRight
- Commercial Dish Washer
- Rosin Press Manual hydraulic
- Rosin Press pneumatic with air compressor

**\*FOR MANUFACTURING\***

M01. What solvents will be used?

\_\_\_\_\_

M02. Will hazardous materials (as defined by Mendocino County Code [MCC] Section 8.70.010) be used?  YES  NO

M03. Will hazardous materials be stored in quantities greater than 55 gallons, 500 pounds, or 200 cubic feet?

NO  YES; please specify \_\_\_\_\_

M04. Will hazardous waste (as defined by MCC section 8.70.010) be generated on-site?  YES  NO

M05. Please describe the extraction process. Provide an additional sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

M06. What products are being made? (i.e. edibles, topicals, tinctures, soap/skin products, etc)

\_\_\_\_\_

M07. How will hazardous (chemicals), natural (trimmings), or other (plastics) materials be disposed?

\_\_\_\_\_

**\*FOR RETAIL/ DISPENSARY\***

R01. Will there be consumption of cannabis products on-site?  YES  NO

R02. Will the facility have a mobile delivery component?  YES  NO If YES, number of vehicles to be used? \_\_\_\_\_

**\*FOR DISTRIBUTION\***

D01. How many vehicles will operate from this facility? \_\_\_\_\_

**\*FOR MICROBUSINESS\***

B01. What is the primary use of the microbusiness (i.e. retail, processing, etc)? \_\_\_\_\_

B02. What are the accessory uses that are incidental to the primary use? \_\_\_\_\_

I, the undersigned below, certify that the information submitted with this application is true and accurate:

Deborah Martin 10/18/2021 Same  
Print Name of Applicant/Agent Date Print Name of Owner Date

Signature of Applicant/Agent Signature of Owner

## AUTHORIZATION OF AGENT

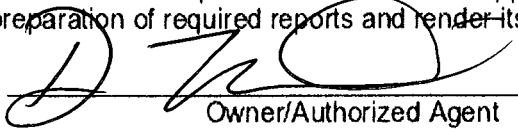
1. I hereby authorize \_\_\_\_\_ to act as my representative and to bind me in all matters concerning this application.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

## CERTIFICATION AND SITE VIEW AUTHORIZATION

- I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application, and all attached appendices and exhibits, is complete and correct. I understand that the failure to provide any requested information or any misstatements submitted in support of the application shall be grounds for either refusing to accept this application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the county.
- I hereby grant permission for County, Planning and Building Services staff, and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.

  
Owner/Authorized Agent

10/18/2021  
Date

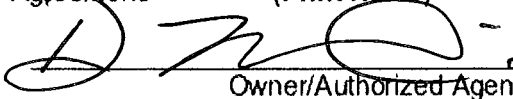
## INDEMNIFICATION AND HOLD HARMLESS

ORDINANCE NO. 3780, adopted by the Board of Supervisors on June 4, 1991, requires applicants for discretionary land use approvals, to sign the following Indemnification Agreement. Failure to Sign this agreement will result in the application being considered incomplete and withheld from further processing.

### INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the County of Mendocino, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Mendocino County Code Section 1.04.120, from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the County, its agents, officers, attorneys, employees, boards and commissions.

1. I, Deborah Martin, hereby agree to the above Indemnification Agreement (Print Name)

  
Owner/Authorized Agent

10/18/2021  
Date

To facilitate proper handling of this application, please indicate the names and mailing addresses of individuals to whom you wish correspondence mailed to if different from those identified on the application.

Name	Name	Name
Mailing Address	Mailing Address	Mailing Address

Cannabis Facility Site Plan

Property Owners: Cambbell Enterprises, 44650 Hwy 101, Suite B, Laytonville CA, 95454

Applicants Name: High Elevations Apothecary LLC

Property Site Address: 44650 Hwy 101, Suite F, Laytonville CA, 95454

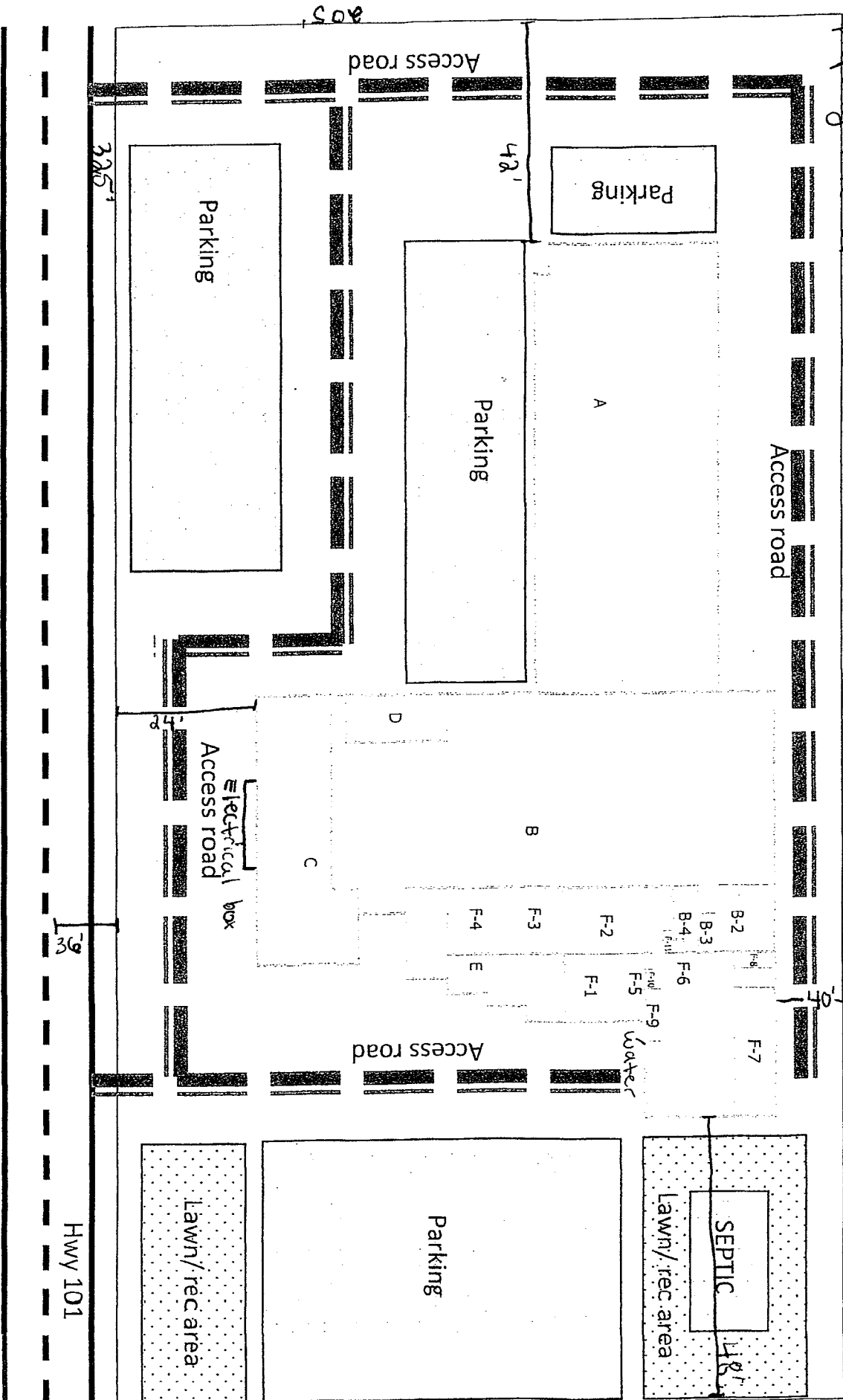
APN# 014-150-5400

Indoor Cannabis Facility Location: Suite F (F1-F11). Suite F is 2540 sq ft of a 15,763 sq ft warehouse.

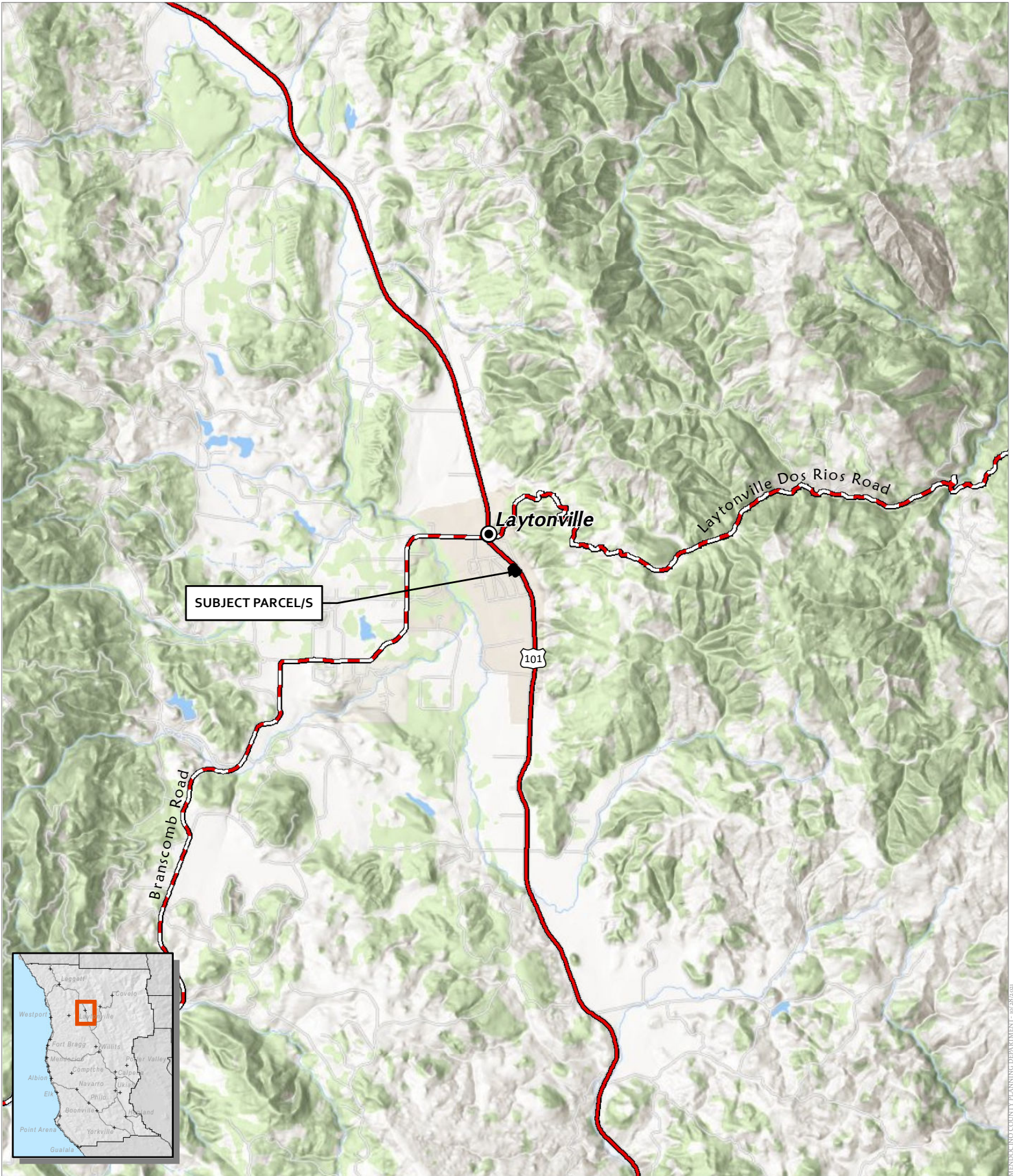
Scale: Size of grey line = 10 ft

Water Source: District




Property line 2915'

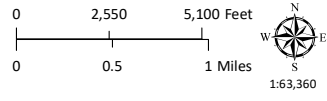






CASE: AP 2021-0025  
 OWNER: CAMPBELL, Daniel & Regina  
 APN: 014-150-54  
 APLCT: Deborah Martin  
 AGENT: 44650 N. Highway 101, Laytonville  
 ADDRESS:

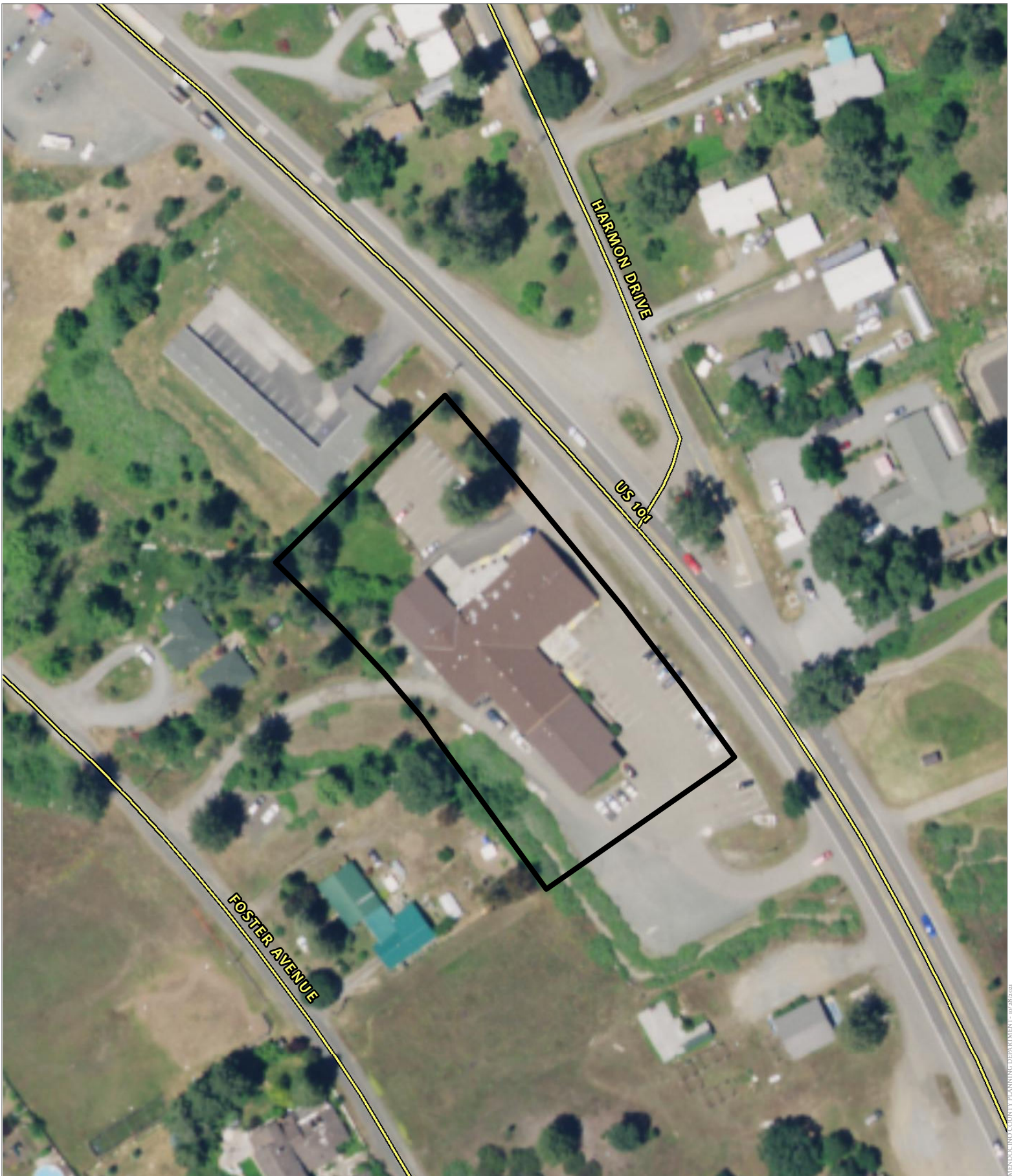
-  Major Towns & Places
-  Highways
-  Major Roads



LOCATION MAP


MENDOCINO COUNTY PLANNING DEPARTMENT - 10/25/2021

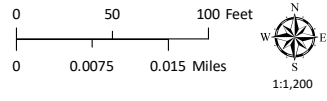




MENDOCINO COUNTY PLANNING DEPARTMENT - 07/28/2021

CASE: AP 2021-0025  
OWNER: CAMPBELL, Daniel & Regina  
APN: 014-150-54  
APLCT: Deborah Martin  
AGENT:  
ADDRESS: 44650 N. Highway 101, Laytonville

 Public Roads



AERIAL IMAGERY

**Cannabis Facility Site Plan**

Property Owners: Cambbell Enterprises, 44650 Hwy 101, Suite B, Laytonville CA, 95454

Applicants Name: High Elevations Apothecary LLC

Property Site Address: 44650 Hwy 101, Suite F, Laytonville CA, 95454

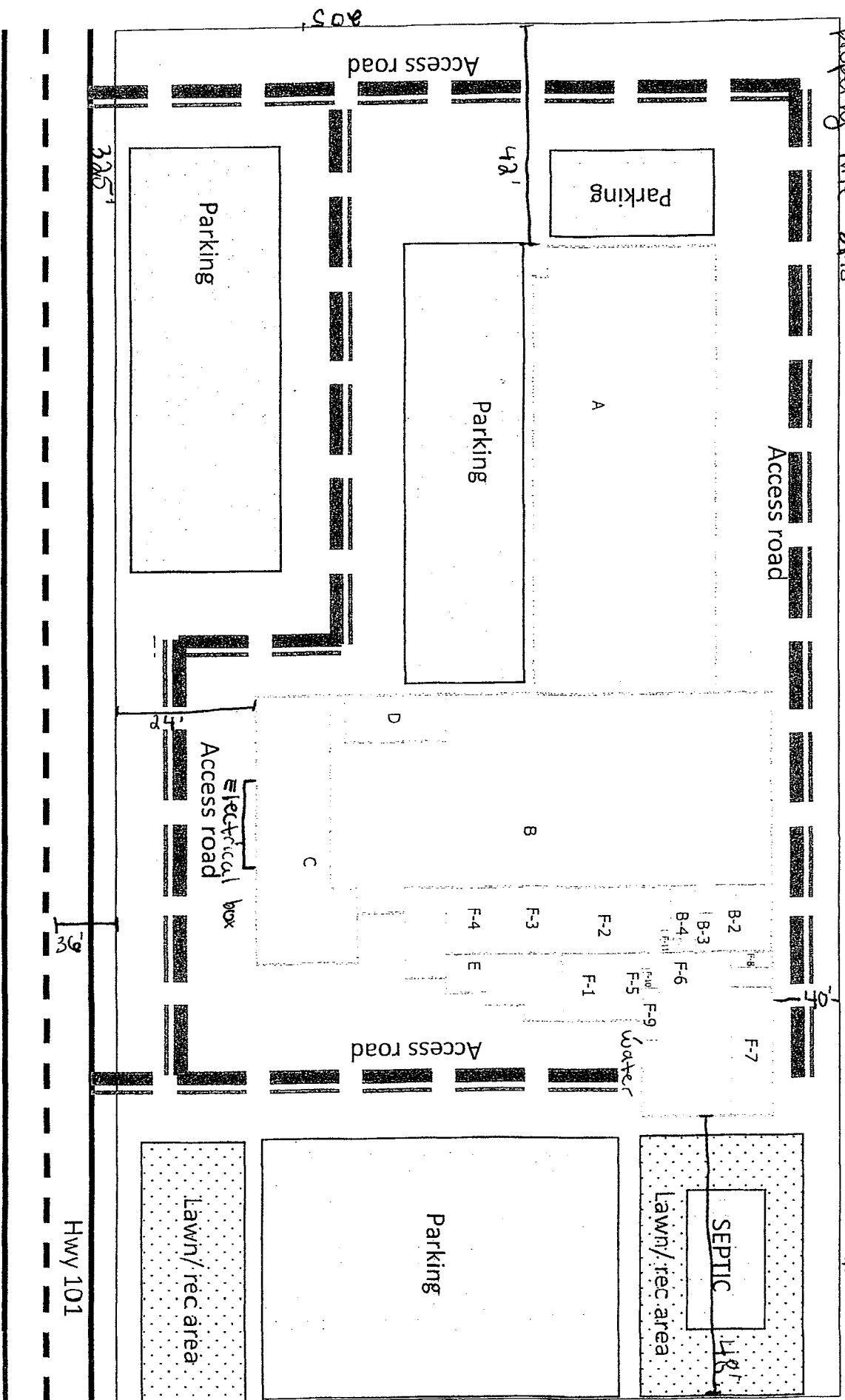
APN # 014-150-5400

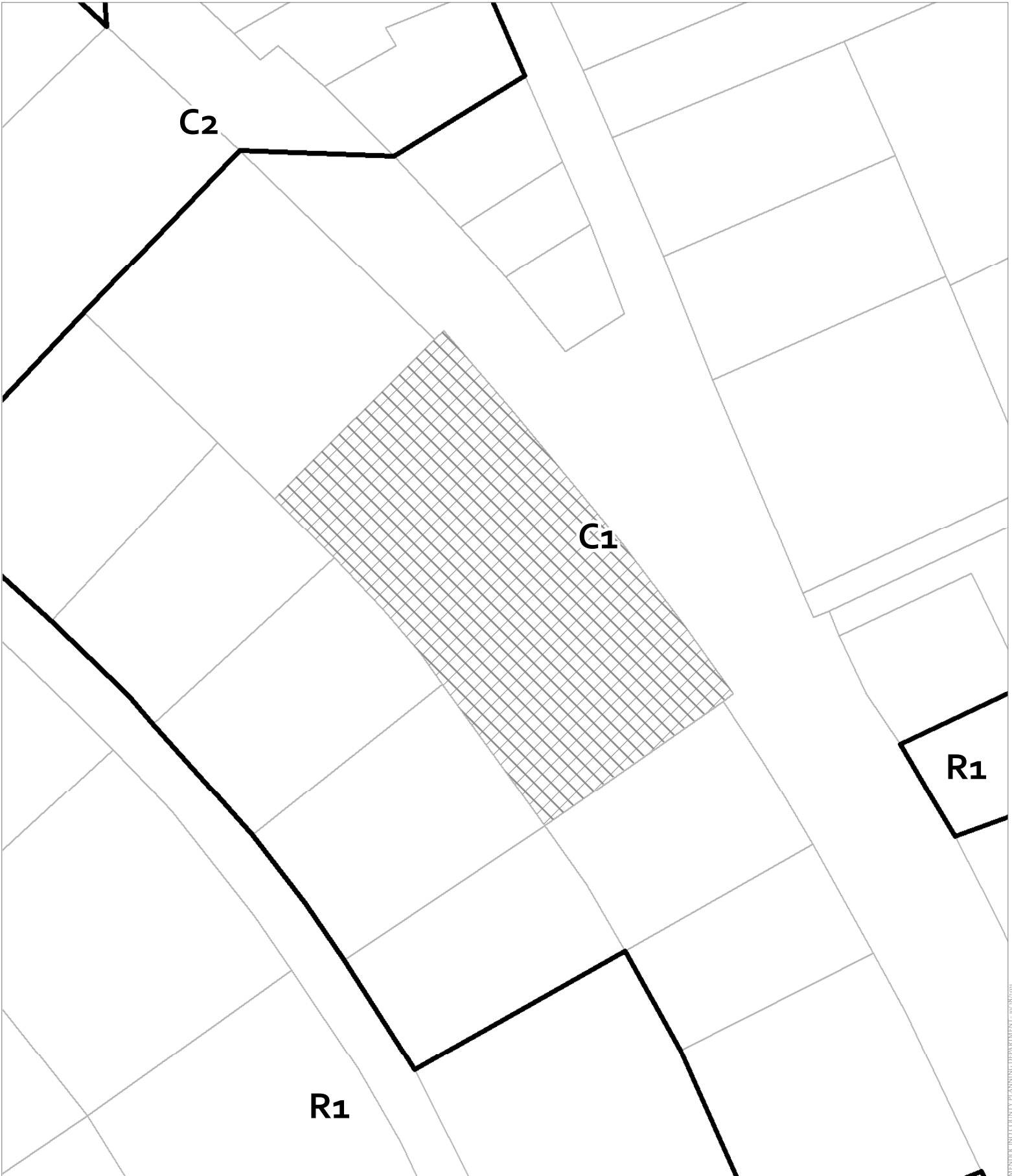
Indoor Cannabis Facility Location: Suite F (F1-F11), Suite F is 2540 sq ft of a 15,763 sq ft warehouse.

Scale: Size of grey line = 10 ft

Water Source: District

Property line 295'

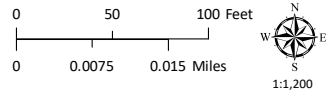




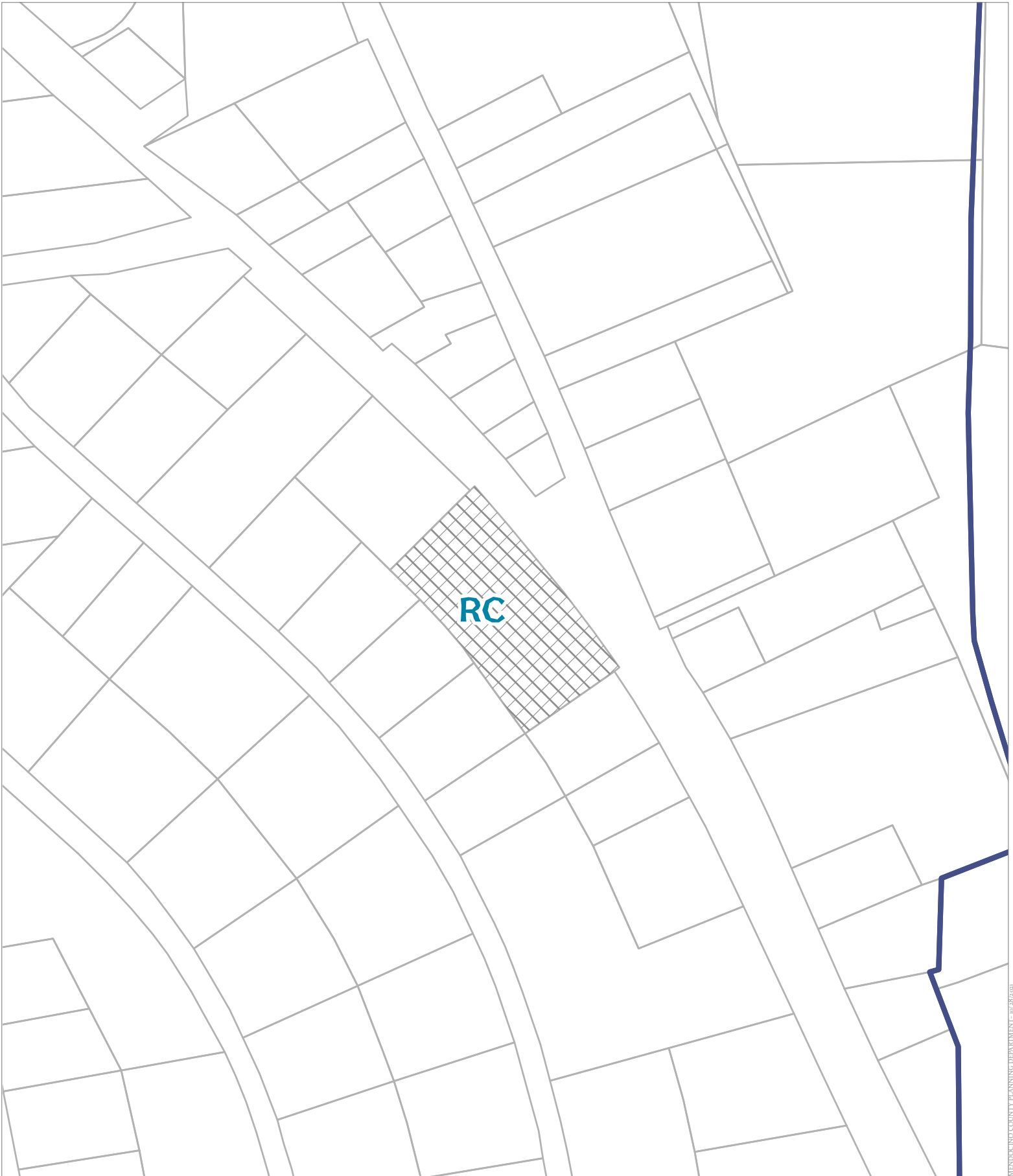
MENDOCINO COUNTY PLANNING DEPARTMENT - 07/28/2021

CASE: AP 2021-0025  
OWNER: CAMPBELL, Daniel & Regina  
APN: 014-150-54  
APLCT: Deborah Martin  
AGENT:  
ADDRESS: 44650 N. Highway 101, Laytonville

 Zoning Districts




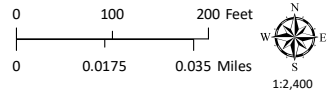
ZONING DISPLAY MAP



MENDOCINO COUNTY PLANNING DEPARTMENT - 10/28/2021

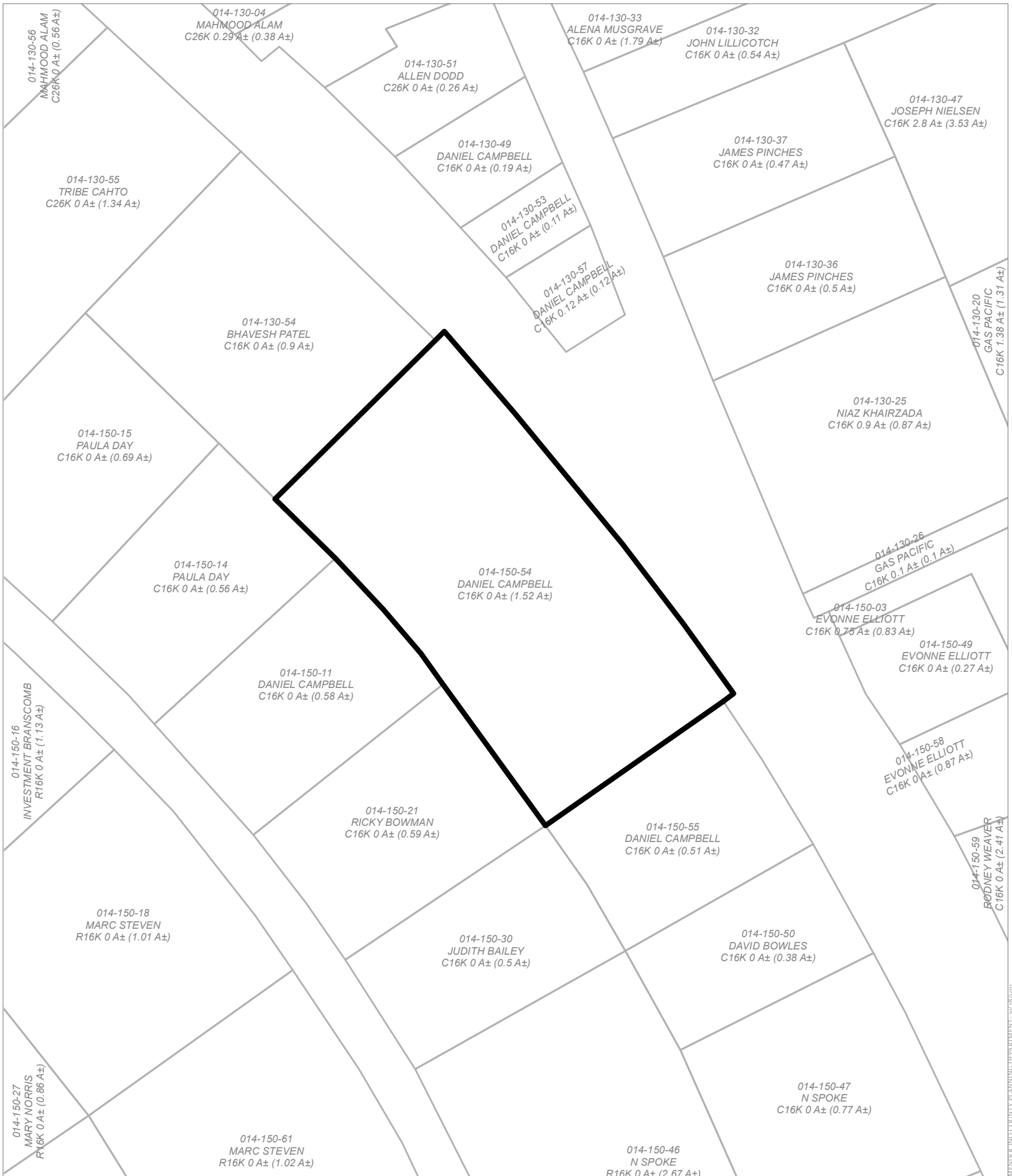
CASE: AP 2021-0025  
 OWNER: CAMPBELL, Daniel & Regina  
 APN: 014-150-54  
 APLCT: Deborah Martin  
 AGENT:  
 ADDRESS: 44650 N. Highway 101, Laytonville

 General Plan Classes

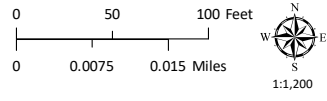


**GENERAL PLAN CLASSIFICATIONS**





CASE: AP 2021-0025  
 OWNER: CAMPBELL, Daniel & Regina  
 APN: 014-150-54  
 APLCT: Deborah Martin  
 AGENT:  
 ADDRESS: 44650 N. Highway 101, Laytonville



ADJACENT PARCELS

MENDOCINO COUNTY PLANNING DEPARTMENT - 07/28/2021