



# PLANNING AND BUILDING DEPARTMENT

## PLANNING DIVISION

<https://www.edcgov.us/Government/Planning>

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TO:	Planning Commission	Agenda of:	January 11, 2024
FROM:	Evan Mattes, Senior Planner	Item No.:	4
DATE:	January 8, 2024	Legistar No.:	24-0048
RE:	CCUP19-0003/Kana		

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The purpose of this memorandum is to amend the project agent to Ryan Chau and to amend Condition of Approval 7 designating Ryan Chau as the designated local contact.

**AGENT:** ~~Anthony Vasquez~~ Ryan Chau

### Conditions of Approval

- 7. Designated Local Contact:** The Designated Local Contact is ~~Gerald Roemer~~ Ryan Chau. No CCUP or CCOP may be issued unless a current name and contact information for a Designated Local Contact is included. The Designated Local Contact must be available by telephone on a 24-hour basis, seven (7) days per week and be able to respond to the County within two (2) hours and corrective action, if required, must be completed within the time requested by the County. Any change to the Designated Local Contact shall be approved in advance and is subject to a background check consistent with Section 130.41.100.4.G. Each CCOP shall include the name of the Designated Local Contact and any change to the Designated Local Contact shall require a revised CCOP.

No less than one (1) week before commercial cannabis operations commence, the permittee must notify, through certified mail, the property owners and residents of property located within 1,000 feet of the perimeter of the parcel(s) upon which the commercial cannabis operations will occur and provide the name and contact information for the Designated Local Contact. Complaints made to the Designated Local Contact by any member of the public must be responded to within 24 hours of the initial complaint and corrective action, if required under any State or local law or regulation, must commence within a reasonable time based on the nature of the corrective action required. Complaints by any member of the public shall be logged in writing and the complaint log, including any corrective action taken, shall be provided to the Building and Planning Department with the application to renew the CCOP.

The permittee must immediately notify the County and owners and residents of property located within 1,000 feet of the perimeter of the parcel(s) upon which the commercial cannabis operations occur of any change to the Designated Local Contact or change to the telephone number for the Designated Local Contact.

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