

MAUREEN MULHEREN  
DISTRICT 2  
BERNIE NORVELL  
DISTRICT 4



DARCIE ANTLE  
CHIEF EXECUTIVE OFFICER  
CLERK OF THE BOARD

CHARLOTTE E. SCOTT  
COUNTY COUNSEL

# **MENDOCINO COUNTY GENERAL GOVERNMENT COMMITTEE AGENDA REGULAR MEETING June 25, 2025 - 9:00 AM**

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Meeting Location(s): 501 Low Gap Road, Room 1070, Ukiah, CA. 95482 (Board Chambers)

Zoom Link: <https://mendocinocounty.zoom.us/j/83759099380>

Zoom Phone Number (if joining via telephone): 1 669 900 9128 ; Zoom Webinar ID: 837 5909 9380

Listed below are some of the Board of Supervisors Public Engagement options. For streaming options and a complete list of ways to interact with agenda items (or more information on any of these listed) please visit: <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>

#### Written Comment

- Submit online via the eComment platform at <https://mendocino.legistar.com/Calendar.aspx>

#### Verbal Comment

- Speak in person at any physical meeting location when the Chair calls for Public Comment
- Join the Zoom Webinar and use the "raise hand" feature when the Chair calls for Public Comment (if joining via telephone: press \*9 to raise your hand, and \*6 to unmute yourself when called)
- Leave a voicemail message, up to 3 minutes in length, by calling 707-234-6333

\*Note: Voicemail comments will no longer be played back during Open Session, but are immediately available to the full Board of Supervisors upon submittal.

**COMMITTEE MEMBERS: Chair/Member Mulheren and Supervisor/Member Norvell****1. CALL TO ORDER****2. COMMITTEE ACTION ITEMS**

- 2a) Discussion and Possible Action Including Recommendation to Staff Regarding Potential Ordinance Amendments Related to Microbusiness Cannabis Facilities to Align with State Regulations  
(Sponsors: Planning and Building Services and Cannabis)

Recommended Action:

*Provide recommendations to staff on potential ordinance amendments related to microbusiness cannabis facilities to align with State regulations; and refer this topic back to the Board of Supervisors.*

**Attachments:** [Comparison of California State and Mendocino County Can](#)

**3. OTHER BUSINESS**

- 3a) Approval of Minutes of March 26, 2025, Regular Meeting

Recommended Action:

*Approve minutes of March 26, 2025, regular meeting.*

**Attachments:** [03-26-25 GGC Minutes - DRAFT](#)

**3b) PUBLIC EXPRESSION**

*Members of the public are welcome to address the Committee on items not listed on the agenda, but within the jurisdiction of the Committee. The Committee is prohibited by law from taking action on matters not on the agenda.*

*Individuals wishing to address the Committee under Public Expression are welcome to do so via any method listed on the front page of this agenda or on our Public Engagement page, at: <https://rb.gy/d3p0>*

*For more information on any of these methods, please call the Mendocino County Clerk of the Board at (707) 463-4441*

**3c) ANNOUNCEMENTS****ADJOURNMENT**

**Additional Meeting Information for Interested Parties**

*For a full list of the latest available options by which to engage with agenda items, please visit <https://www.mendocinocounty.org/government/board-of-supervisors/public-engagement>*

*All electronically submitted comment is immediately available to Supervisors, staff, and the general public by clicking this meeting's eComment link at <https://mendocino.legistar.com/Calendar.asp>*

*LIVE WEB STREAMING OF BOARD MEETINGS is available at <https://mendocino.legistar.com> or visit the Mendocino County YouTube channel. Meetings are also livestreamed from the Mendocino County Facebook page. For technical assistance, please contact the Clerk of the Board at (707) 463-4441. Please reference the departmental website to obtain additional resource information for the Board of Supervisors: [www.mendocinocounty.org/bos](http://www.mendocinocounty.org/bos)*

*The Mendocino County Board of Board of Supervisors complies with the Americans with Disabilities Act (ADA) requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code 54953.2). Anyone requiring a reasonable accommodation to participate in a meeting of the Board of Supervisors or Affiliate Meeting Body should contact the Mendocino County Clerk of the Boards Office at (707) 463-4441, not less than 48 hours prior to the meeting.*

***Thank you for your interest in the proceedings of the General Government Committee.***



# Mendocino County Board of Supervisors Agenda Summary

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## Item #: 2a)

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**To: GENERAL GOVERNMENT STANDING COMMITTEE**

**From:** Planning and Building Services and Cannabis

**Meeting Date:** June 25, 2025

**Department Contact:** Julia Krog

**Phone:** 707-234-6650

**Department Contact:** Sara McBurney

**Phone:** 707-234-6680

**Time Allocated for Item:** 1 Hour

### **Agenda Title:**

Discussion and Possible Action Including Recommendation to Staff Regarding Potential Ordinance Amendments Related to Microbusiness Cannabis Facilities to Align with State Regulations  
(Sponsors: Planning and Building Services and Cannabis)

### **Recommended Action/Motion:**

Provide recommendations to staff on potential ordinance amendments related to microbusiness cannabis facilities to align with State regulations; and refer this topic back to the Board of Supervisors.

### **Previous Board/Board Committee Actions:**

On May 6, 2025 the Board of Supervisors directed that Planning and Building Services and the Cannabis Department review opportunities and identify limitations related to microbusiness licenses and explore alignment of County processes related to Microbusiness Licenses with State Regulations; and refer these Cannabis Microbusiness License issues to the General Government Committee.

### **Summary of Request/Referral:**

As directed by the Board of Supervisors, Planning and Building Services and the Cannabis Department has compared the existing local microbusiness license regulations to the State regulations and prepared a memorandum reflecting some of those key differences and highlighting some of the local regulation requirements. The purpose of the item is to discuss opportunities and limitations associated with microbusiness licenses primarily as it relates to alignment with State regulations.

Coming out of the General Government Standing Committee meeting, Planning and Building Services and the Cannabis Department hope to have a list of potential Ordinance Amendments identified that can then be discussed with the full Board of Supervisors.

**Supplemental Information Available Online At:** N/A

### **Fiscal Details:**

**source of funding:** N/A

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**Item #: 2a)**

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**current f/y cost:** N/A

**budget clarification:** N/A

**annual recurring cost:** N/A

**budgeted in current f/y (if no, please describe):** N/A

**revenue agreement:** No

**CEO Liaison:** Steve Dunncliff, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

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**FOR COB USE ONLY**

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Executed By: Lillian Bearden, Deputy Clerk I

Final Status: Approved

Date: June 25, 2025





# COUNTY OF MENDOCINO

## DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 NORTH BUSH STREET • UKIAH • CALIFORNIA • 95482  
120 WEST FIR STREET • FORT BRAGG • CALIFORNIA • 95437

JULIA KROG, DIRECTOR  
PHONE: 707-234-6650  
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[www.mendocinocounty.gov](http://www.mendocinocounty.gov)

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## MEMORANDUM

**DATE:** June 18, 2025

**TO:** General Government Committee

**FROM:** Julia Krog, Director of Planning and Building  
Sara McBurney, Senior Program Manager, Cannabis Department

**SUBJECT:** Comparison of California State and Mendocino County Cannabis Regulations

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### **Microbusiness Licensing Structure**

Both the state and Mendocino County agree that a Microbusiness must include at least three of the following activities:

- Cultivation
- Manufacturing
- Distribution
- Retail sales

Under state law, all activities within a Microbusiness license (including cultivation) are consolidated under a single application, license number, and annual license fee based on gross revenue. This streamlined structure is generally more cost-effective than maintaining three or more separate licenses. However, if any one component of the Microbusiness license is compromised or revoked, the entire license is affected.

In contrast, Mendocino County recognizes Microbusiness licenses as a Cannabis Facility Business License (CFBL) use classification. Applicants who wish to have a cultivation license as a part of their Microbusiness must apply separately from the facility license. This results in several distinctions:

- Cultivation license and the facility license are independently evaluated and approved based on zoning and use type.
- Licenses are managed by different departments:
  - For CFBLs, applicants apply through the Treasurer-Tax Collector (TTC). The application is then sent to Planning and Building Services (PBS) and Environmental Health (EH) for review. Each Department must approve the application and then it is sent back to the TTC for issuance.
    - CFBLs are renewed annually through the TTC, however, do not involve a comprehensive review by PBS and EH unless there are changes to the scope.

- For Cannabis Cultivation Business Licenses (CCBLs), the Cannabis Department reviews each application and, if approved, issues a site specific CCBL.
  - CCBLs are reviewed and renewed every five years by the Cannabis Department.

A state licensee must engage in at least three (3) of the following commercial cannabis activities: cultivation, manufacturing, distribution, or retail sale to hold a Microbusiness license.

For both the state and Mendocino County, a Microbusiness license can only be issued if the applicant meets the requirements for both CFBL and CCBL issuance (if cultivation is a selected activity or the property is not zoned for a Microbusiness as shown in Table 1 of Section 20.243.060). In circumstances where an applicant either is required to or desires to include cultivation as one of the three (3) commercial cannabis activities, the conditions, restrictions, and operational standards for both cultivation licensing and any applicable facility licenses must be satisfied independently. If either the CFBL or the CCBL is not an allowed use at the proposed location, the Microbusiness license cannot be approved. Microbusinesses are permitted in the Rural Community (RC), General Commercial (C2), Limited Industrial (I1), General Industrial (I2) and Pinoleville Industrial (PI) without a cultivation component with the obtainment of an Administrative Permit.

Both the state and Mendocino County prohibit Testing Laboratories and Manufacturing (Level 2 - volatile) from being included as a component of a Microbusiness license.

Unlike the state regulations, Mendocino County places limitations on Microbusinesses when permitted as a home occupation or cottage industry as described in the Mendocino County Zoning Requirements section below.

### **State Site Restrictions**

At the state level, the Department of Cannabis Control (DCC) does not impose specific zoning restrictions on where cannabis businesses may be located. However, there are a few key site-related restrictions that go beyond zoning and include structural and statutory limitations:

- Volatile manufacturing (Type 7 licenses, or Manufacturing Level 2 in Mendocino County Code) is prohibited in areas zoned as residential (California Code of Regulations (CCR), Title 4, §17202.1(b)).
- CCR §15000.3(j): Areas of the licensed premises designated for manufacturing, cultivation, and distribution must be separated from retail areas by a wall. Doors between these areas must remain closed when not in use.
- CCR §15000.3(f): All structures on a licensed premises must be permanent. This includes buildings, barns, sheds, shipping containers, and modular buildings. Mobile structures or those that rest on wheels are not permitted.
- Business and Professions Code (BPC) §26054(b): Cannabis premises may not be located within a 600-foot radius of schools (K–12), daycare centers, or youth centers unless a different radius is specified by the department or local jurisdiction. Distance is measured in accordance with Health and Safety Code §11362.768(c), unless otherwise provided by law.

Outside of these conditions, Mendocino County enacts specific zoning and land use policies which comply with state law but may lead to more restrictive requirements. Furthermore, under state law and as codified in Mendocino County Code (MCC) Chapter 18.04, Mendocino County has the authority to enforce the California Building Code (CBC). Accordingly, Mendocino County Planning and Building Services (PBS) serves as the local enforcement agency for CBC

compliance for all county cannabis license holders. The state relies on local jurisdictions to ensure that all cannabis premises meet applicable building standards through their permitting and inspection processes.

### **Additional State Requirements**

The following State requirements are not imposed by Mendocino County as part of our local program:

#### **§15044 – Video Surveillance System**

All licensed premises (except cultivation-only) must have digital video surveillance, including cameras covering entry and exit points from indoor and outdoor vantage points. Cameras must be permanently mounted and capable of continuous recording.

#### **§15045 – Security Personnel**

Retailers and Microbusinesses engaging in storefront sales must have licensed security guards onsite during hours of operation.

#### **§15046 – Locks**

All entry/exit points and limited-access areas must be fitted with commercial-grade, nonresidential door locks, except for cultivation-only premises.

#### **§15042.1 – Security Plan for Manufacturers**

Licensed manufacturers must install physical barriers (e.g., fencing, locked doors, sealed windows), maintain visibility for monitoring, and implement access controls and alarm systems.

#### **§17209 – Grounds and Building Standards for Manufacturers**

Manufacturers must maintain facilities with drainage, pest-resistant exteriors, sealed ventilation, and interiors with nonporous walls and flooring—all tailored to meet Health and Safety Code requirements.

### **Mendocino County Zoning Requirements**

Table 1 in MCC section 20.243.060 provides for the permit type required (Administrative Permit or Zoning Clearance) for various facility types. Microbusinesses are permitted in the Rural Community (RC), General Commercial (C2), Limited Industrial (I1), General Industrial (I2) and Pinoleville Industrial (PI) without a cultivation component with the obtainment of an Administrative Permit. Microbusinesses in the General Commercial (C2) zoning district must demonstrate that the retail component is the primary use and other uses are incidental and subordinate to the retail component.

Notwithstanding Table 1 of Section 20.243.060, a Microbusiness may be allowed in any zoning district provided that the Microbusiness either qualifies as a home occupation pursuant to Chapter 20.156; or is permitted as a cottage industry pursuant to Chapter 20.160; and there is a cultivation site permitted pursuant to Chapters 10A.17 and 20.242.

Microbusinesses permitted as a home occupation are considered an accessory use and are subject to the following pertinent requirements, as specified in MCC section 20.156.015 and as



modified by MCC section 20.243.040(F):

- There must be an existing dwelling unit on the property.
- No person other than members of the family residing on the premises shall be engaged in the home occupation; provided, however, that one (1) employee shall be permitted when the property on which the home occupation is located is a minimum of forty thousand (40,000) square feet.
- All aspects of the home occupation, including storage, shall be conducted entirely within the dwelling unit or enclosed accessory building(s) on the premises. The total area used for the home occupation shall not exceed six hundred forty (640) square feet. Square footage of cultivation of cannabis or processing does not count towards this limit.
- The home occupation is allowed one (1) nonilluminated sign not exceeding two (2) square feet.
- Distribution is limited to the Microbusinesses' own cannabis and cannabis products.
- Retail/Dispensary component is limited to not more than ten (10) customers or clients shall come to the premises during any one (1) day, restricted to the hours 8:00 a.m. to 8:00 p.m.
- Not more than three (3) delivery vehicles shall access the premises each day.
- Heavy commercial vehicles shall not be used in the home occupation for delivery of materials to or from the premises.

Microbusinesses permitted as a cottage industry may be permitted as either Cottage Industries-Limited or Cottage Industries-General depending on the zoning district applicable to the property. The standards of Cottage Industries-Limited apply to Suburban Residential (SR), Rural Residential (RR1 and RR2), Rural Community (RC), and Limited Commercial (C1) zoned properties. The standards of Cottage Industries-General apply to Rural Residential (RR5 and RR10), Upland Residential (UR), Agriculture (AG), Rangeland (RL), Forestland (FL), and Timber Production Zone (TPZ) zoned properties. All cottage industries are subject to obtainment of an Administrative Permit and are subject to the following pertinent requirements, as specified in MCC section 20.160.020 and 20.160.025 as applicable and as modified by MCC section 20.243.040(F):

#### Limited

- There must be an existing dwelling unit on the property.
- Not more than two (2) employees working on the premises in addition to the members of the family residing on the premises.
- The total area occupied by all uses within the cottage industry, including storage, shall not exceed one thousand (1,000) square feet. Square footage of cultivation of cannabis or processing does not count towards this limit.
- All aspects of the cottage industry shall be located and conducted within a dwelling unit or enclosed accessory building(s), with the exception of outdoor storage of materials, products or vehicles as specifically provided by the administrative permit when completely screened from the street and adjoining properties.
- The cottage industry is allowed one (1) nonilluminated sign not exceeding four (4) square feet.
- Distribution is limited to the Microbusinesses' own cannabis and cannabis products.
- Retail/Dispensary component is limited to not more than ten (10) customers or clients shall come to the premises during any one (1) day. Not more than three (3) delivery vehicles shall access the premises each day.
- Large vehicles or construction equipment (such as trucks of over one (1) ton rating) shall not be operated, maintained, or parked in public view in connection with a cottage

industry, except to the extent customarily used by residents in the surrounding neighborhood on their own property. Not more than one (1) vehicle for servicing may be parked in public view.

### General

- There must be an existing dwelling unit on the property.
- Not more than three (3) employees working on the premises in addition to the members of the family residing on the premises.
- The total area occupied by all uses within the cottage industry, including storage, shall not exceed two thousand (2,000) square feet. All aspects of the cottage industry shall be located and conducted within a dwelling unit or enclosed accessory building(s), except as specifically provided by the administrative permit. Square footage of cultivation of cannabis or processing does not count towards this limit.
- One (1) nonilluminated sign not to exceed four (4) square feet shall be permitted.
- Distribution is limited to the Microbusinesses' own cannabis and cannabis products.
- Retail/Dispensary component is limited to not more than ten (10) customers or clients shall come to the premises during any one (1) day, restricted to the hours 8:00 a.m. to 8:00 p.m.
- The use and parking of large vehicles or construction equipment (such as trucks of over one (1) ton rating), or vehicles being repaired shall be regulated by the administrative permit.

### **Other Opportunities to Align with State Regulations:**

MCC Sections 6.36.020 and 20.243.050(B) includes reference to "church" as a sensitive facility. This inclusion is not consistent with State regulations.

MCC Section 20.243.030 includes definitions that differ from State regulations and/or certain State definitions are not included. The County could consider adding or amending the following definitions to align with state regulations:

- Cannabis
- Cannabis product
- Cannabis waste
- Infused pre-roll
- Kief
- Manufacture
- Pre-roll
- Microbusiness
- Nonvolatile solvent
- Pre-roll
- Retailer
- Volatile solvent



# Mendocino County Board of Supervisors Agenda Summary

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**Item #: 3a)**

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**To: BOARD OF SUPERVISORS**

**From:** Executive Office

**Meeting Date:** June 25, 2025

**Department Contact:** Atlas Pearson

**Phone:** 707-463-4441

**Department Contact:** Darcie Antle

**Phone:** 707-463-4441

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Minutes of March 26, 2025, Regular Meeting

**Recommended Action/Motion:**

Approve minutes of March 26, 2025, regular meeting.

**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Lillian Bearden, Deputy Clerk I

Final Status: Approved

Date: June 25, 2025



Madeline Cline  
1st District  
Supervisor

MAUREEN MULHEREN  
2nd District  
Supervisor

JOHN HASCHAK  
3rd District  
Supervisor  
Chair

Bernie Norvell  
4th District  
Supervisor  
Vice-Chair

TED WILLIAMS  
5th District  
Supervisor



DARCIE ANTLE  
Chief Executive Officer/  
Clerk of the Board

Charlotte E. Scott  
County Counsel

COUNTY ADMINISTRATION CENTER  
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## MENDOCINO COUNTY GENERAL GOVERNMENT COMMITTEE ACTION MINUTES – March 26, 2025

BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF MENDOCINO - STATE OF CALIFORNIA  
FAIR STATEMENT OF PROCEEDINGS  
(PURSUANT TO CALIFORNIA GOVERNMENT CODE §25150)

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### AGENDA ITEM NO. 1 – OPEN SESSION (PLEDGE OF ALLEGIANCE AND ROLL CALL 9:00 A.M.)

**Present:** Committee Member/Chair Maureen Mulheren and Committee Member/Supervisor Bernie Norvell. Chair Mulheren presiding.

**Staff Present:** Steve Dunncliff, Deputy Chief Executive Officer; Charlotte E. Scott, County Counsel; Lillian Bearden, Deputy Clerk of the Board; and Atlas M.A. Pearson, Senior Deputy Clerk of the Board.

**AGENDA ITEM NO. 2 – REGULAR CALENDAR****2A) DROUGHT TASK FORCE DISCUSSION AND POSSIBLE ACTION INCLUDING ACCEPTANCE OF PRESENTATION FROM EKI ENVIRONMENT AND WATER, INC., ON THE MENDOCINO COUNTY DROUGHT RESILIENCE PLAN DEVELOPMENT AND DROUGHT TASK FORCE PARTICIPATION PROJECT AND PROVIDE RECOMMENDATIONS TO STAFF AS APPROPRIATE (COUNTYWIDE) - SPONSOR: WATER AGENCY**

**Presenter/s:** Amber Fisette, Deputy Director, Transportation; and Amir Mani, Consultant, Environment & Water Inc.

**Public Comment:** Patricia Ris-Yarbrough; and Francis Owen.

**Committee Action:** No Action Taken.

**2B) DISCUSSION AND POSSIBLE ACTION INCLUDING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING CANNABIS CULTIVATION LIMITS - SPONSOR: EXECUTIVE OFFICE**

**Presenter/s:** Steve Dunncliff, Deputy Chief Executive Officer; and Anna Macken, Administrative Analyst, Executive Office.

**Public Comment:** Chris Boyde; Cody Akin; Pal Greenalch; Drew Nickel; Hildy Gerhart; Francis Owen; Steve Amato; Leanna Tacha; Berry Knedler; Devin Daniel; Martha Barra; Ellen Drell; Ian Powell; Corrine Powell; Hannah Nelson; David A; and Joseph Nickel.

**Committee Action:** Upon motion by Supervisor Mulheren, seconded by Supervisor Norvell, IT IS ORDERED that the General Government Committee recommends the Board of Supervisors take action on whether the limits of cannabis cultivation should be changed from what is currently permissible. The motion carried by the following vote:

Aye: 2 – Supervisor Mulheren, and Supervisor Norvell

No: 0 – None

Absent: 0 – None

**AGENDA ITEM NO. 3 – OTHER BUSINESS****3A) APPROVAL OF MINUTES OF FEBRUARY 26, 2025 REGULAR MEETING - SPONSOR: EXECUTIVE OFFICE/CLERK OF THE BOARD**

**Presenter/s:** Chair Mulheren.

**Public Comment:** None.

**Committee Action:** Upon motion by Supervisor Norvell, seconded by Supervisor Mulheren, IT IS ORDERED that the General Government Committee approves minutes of February 26, 2025, regular meeting. The motion carried by the following vote:

Aye: 2 – Supervisor Mulheren, and Supervisor Norvell

No: 0 – None

Absent: 0 – None

**3B) PUBLIC EXPRESSION**

**Presenter/s:** Hannah Nelson.

**3C) ANNOUNCEMENTS**

**Presenter/s:** None.

THERE BEING NOTHING FURTHER TO COME BEFORE THE COMMITTEE, THE MENDOCINO COUNTY GENERAL GOVERNMENT COMMITTEE ADJOURNED AT 9:48 A.M.

Attest: ATLAS M.A. PEARSON  
Senior Deputy Clerk of the Board

  
MAUREEN MULHEREN, Chair

  
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**NOTICE: PUBLISHED MINUTES OF THE MENDOCINO COUNTY BOARD OF SUPERVISORS MEETINGS**

- Effective March 1, 2009, Board of Supervisors minutes are produced in “action only” format
- LIVE WEB STREAMING OF BOARD MEETINGS is available via the County’s YouTube Channel, which can be found here: <https://www.youtube.com/@MendocinoCountyVideo>
- Minutes are considered draft until adopted/approved by the Board of Supervisors
- The Board of Supervisors’ action minutes are also posted on the County of Mendocino website at: <https://mendocino.legistar.com/Calendar.aspx>
- For technical assistance or any requests for official meeting records of the Mendocino County Board of Supervisors, please contact the Clerk of the Boards Office at (707) 463-4441
- Additional resource information: <https://www.mendocinocounty.org/government/board-of-supervisors>

***Thank you for your interest in the proceedings of the Mendocino County Board of Supervisors***