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REQUIREMENTS FOR FLOOR PLANS

- Hand-drawn diagrams are not acceptable. Professionally drawn diagrams, preferably in a suitable software package and saved for future modifications, are encouraged and will make the process easier.
- Separate diagrams for each licensed facility. Each diagram must **accurately** depict the premises/proposed premises after modification. If more than one licensed facility is at a single location, a combined diagram can be used, but each licensed facility must be outlined in a distinguishable color and identified in a legend.
- Diagram must be “to scale” and include the scale on the diagram.
- Size must be no larger than 11” x 17”.
- Diagram must show (and include labeling):
 - building layout, including sales counters
 - entryways and exits
 - loading zones
 - all areas where marijuana/products will be stored, grown, manufactured or dispensed/sold
 - limited access areas
 - camera locations and direction of coverage
- The perimeter of each licensed facility should be outlined in color.
- Diagram must be labeled with:
 - name of business
 - type of facility (i.e. Medical Marijuana Center, Retail Store, Retail Cultivation, etc.)
 - street address
 - State license number
 - City license number
- Diagrams should be free of “clutter”, easy to read, and dark enough to be copied or scanned while maintaining readability.
- If a minor amendment is needed through the Zoning Department, that process must be completed and drawings finalized BEFORE submission to Police Services.
- Final diagram will require signature by Police Services BEFORE application will be sent to Licensing Authority for consideration.

FAILURE TO SUBMIT COMPLETE AND ACCURATE DIAGRAMS WILL RESULT IN SIGNIFICANT DELAY IN APPLICATION PROCESSING.

M-306 C. Placement of Cameras and Required Camera Coverage

R-306 C. Placement of Cameras and Required Camera Coverage

1. Camera coverage is required for all Limited Access Areas, point-of-sale areas, security rooms, all points of ingress and egress to Limited Access Areas, all areas where Retail Marijuana or Retail Marijuana Product is displayed for sale, and all points of ingress and egress to the exterior of the Licensed Premises.
2. Camera placement shall be capable of identifying activity occurring within 20 feet of all points of ingress and egress and shall allow for the clear and certain identification of any individual and activities on the Licensed Premises.
3. At each point-of-sale location, camera coverage must enable recording of the customer(s) and employee(s) facial features with sufficient clarity to determine identity.
4. All entrances and exits to the facility shall be recorded from both indoor and outdoor vantage points.
5. The system shall be capable of recording all pre-determined surveillance areas in any lighting conditions. If the Licensed Premises has a Retail Marijuana cultivation area, a rotating schedule of lighted conditions and zero-illumination can occur as long as ingress and egress points to Flowering areas remain constantly illuminated for recording purposes.
6. Areas where Retail Marijuana is grown, tested, cured, manufactured, or stored shall have camera placement in the room facing the primary entry door at a height which will provide a clear unobstructed view of activity without sight blockage from lighting hoods, fixtures, or other equipment.
7. Cameras shall also be placed at each location where weighing, packaging, transport preparation, processing, or tagging activities occur.
8. At least one camera must be dedicated to record the access points to the secured surveillance recording area.
9. All outdoor cultivation areas must meet the same video surveillance requirements applicable to any other indoor Limited Access Areas.