Cannabis Security Plan Workshop

SGT. Matt Young
SGT. Lewis Pease
Sacramento Police Department
CPTED
Who We Are
Who are You?
What is a Security Plan?
What Are The Areas We Review?

- C.U.P
- Code- Title 5
- CPTED
- State Regulations
Common Conditions Imposed on Cannabis Related Permits

The list of common conditions is a summary only and does NOT exist to represent the exhaustive list of all possible conditions. Each submitted project is evaluated on a case-by-case basis, and all such, additional conditions and modifications to the below conditions are likely.

Site plans and four plans for EACH premises business shall be completed to the satisfaction of the Sacramento Police Department CPTED Sergeant prior to the issuance of a building permit, including:

- Secure Lobby
- Secure areas for transferring cannabis or cash to or from VEHICLES
- Secure storage [parent]

Exterior lighting shall be white light using LED lamps with full cutoff fixtures to limit glare and light trespass. Color temperature shall be between 2700K and 4100K with a color rendering index of 80 or higher and a light loss factor of .55 or better.

Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.

Exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.

All native landscaping shall follow the two-foot, six-foot rule. All landscaping shall be ground cover, two feet wide and lower. Over time, maintenance of native trees shall be above six feet. This increases natural surveillance and eliminates hiding areas within the landscape.

Tree canopies shall not interfere with or block lighting. This creates shadows and areas of concealment. The landscaping plan shall allow for proper illumination and visibility regarding lighting and surveillance cameras through the nativity of trees and shrubs.

All solid core exterior doors shall be equipped with a 180-degree viewing device to screen persons before allowing entry. Doors shall remain locked at all times, except for emergencies and law enforcement.

Fences shall be 10', constructed of decorative tubular steel, no climb type. This shall apply to newly constructed fencing.

A final security plan, for EACH individual business/owner/operator, shall be submitted for review and approval by the Sacramento Police Department CPTED Sergeant (or designee) prior to issuance of any Business Operations Permit (BOP) for the site. The following Police Department conditions shall be part of the security plan. The final security plan may be modified with the review and approval of the Sacramento Police Department CPTED Sergeant (or designee).

The security plan MUST be prepared by a qualified professional (Certified Manager of a licensed PRO or Certified Professional Designation from ASIS International).

Each business shall be equipped with and maintain a security system with:

- As alarm system with a valid UL Certificate in accordance with ANSI/UL Standard 68-2014 (Standard for Installation and Classification of Burglar and Holdup Alarm, Extent Number 2 with fire security. UL Certificate shall be maintained.
- A Video Assessment and Surveillance System (VASS)

Holdup/Distress alarm system shall be employed near the:

- transport area
- manager’s office
- utility
- warehouse

Burglar alarms shall cause the dispatch of a properly licensed private patrol.

Holdup alarms shall cause the dispatch of the Sacramento Police Department

Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.

Security system shall be equipped with cellular back-up in case of phone line disruption.

Facility shall be staffed at all times that the security system is not fully functional.

A log shall be maintained that shows when the alarm system was armed and disarmed, and by whom.

Law enforcement shall be granted remote access to the security camera system that depicts the exterior of the building(s) and public rights of way.

VASS storage shall be kept off-site or in a secured area accessible only to management.

Manager with access to VASS storage shall be able to respond to any activation within one hour.

Cameras shall be daylight capable with a resolution of no less than two (2) megapixels and a minimum frame rate of 15 frames per second.

Each driveway entrance and exit and each building entrance and exit shall be covered by a camera set at 100 pixels per foot or higher to capture license plates and faces.

VASS shall be capable of exporting footage to common media in a standard viewing format and shall not require proprietary software for third party viewing.
C.U.P. (cont.)

VASS shall be capable of storing no less than 30 days’ worth of activity. (Note: CA State currently requires 90 days of retention).

VASS shall provide comprehensive coverage of:

- safe(s)
- areas of ingress and egress
- parking lot
- loading areas
- coverage of all four (4) exterior sides of the property
- adjacent public rights of way

Monitors displaying the employee parking area and property perimeter shall be mounted in a visible location near the door from which employees will enter and depart so that employees may monitor the outside environment prior to departing the facility.

The applicant shall post the property No Trespassing and No Loitering. The applicant shall designate a properly permitted and approved private patrol company as agent for trespassers. No trespassing signs shall cite 602K PC and 6.19.140 GCC.

The applicant is responsible for reasonably controlling the conduct of persons on the site and shall immediately dispense loiterers.

All dumpsters shall be kept locked or in locked enclosures.

Any graffiti painted or marked upon the premises or on any adjacent area under the control of the applicant shall be removed or painted over with matching paint within 72 hours of being applied.

The operator shall be responsible for the daily removal of all litter from the site.

Applicant shall install a “Knox Box” for police access to the exterior areas of the property for after hours access by law enforcement. An exterior gate can be accessed via keypad; the code shall be supplied and updated to the Sacramento Police Department’s Communication Center by contacting (916) 264-941.

All crimes occurring on the premises shall be reported to the Sacramento Police Department within 24 hours. All crimes involving employees, agents, or representatives of the business, that occur while the employee, agent, or representative is acting on behalf of the business, within the City of Sacramento, shall be reported to the Sacramento Police Department within 24 hours. In the event the reporting party is advised by the Sacramento Police Department that officers will not be responding for a report, the incident/crime shall be reported online at www.cityofsacramento.org/Police, listing the name of the business as an involved entity.

All crimes involving employees, agents, or representatives of the business, that occur outside of Sacramento city limits, while the employee, agent, or representative is acting on behalf of the business shall be reported to the City of Sacramento’s Office of Cannabis Policy and Enforcement within 72 hours. The report shall reference the business name and address, the type of crime, a summary of the incident, the jurisdiction in which it occurred, the investigating law enforcement agency, and that agency’s case number. The report shall be sent to the Office of Cannabis Policy and Enforcement at 915 1st Street, Sacramento, CA 95814 or delivered to cannabis@cityofsacramento.org.
5.150.210 Applications for cannabis business permit.

A. A person may apply for a cannabis business permit, or a permit renewal, by filing an application with the city manager. The application shall be on a form approved by the city manager and may require any information or documentation consistent with the provisions of this code and state law, including the following:

1. Applicant.
   a. A description of the statutory entity or business form that will serve as the legal structure for the applicant and a copy of its formation and organizing documents, including, but not limited to, articles of incorporation, certificate of amendment, statement of information, articles of association, bylaws, partnership agreement, operating agreement, and fictitious business name statement.
   b. The phone number and address to which notice of action on the application and correspondence is to be mailed.

2. Interested parties. The name, address, telephone number, title, and function of each of the interested parties described in section 5.150.070.

3. Background checks. For each of the applicants and managers of a medical cannabis dispensary; or for each of the interested parties, identified pursuant to subsection A.2, of any other cannabis business:
   a. A legible copy of one valid government-issued form of photo identification, such as a state driver’s license, a passport issued by the United States, or a permanent resident card.
   b. A list of their misdemeanor and felony convictions, if any. For each conviction, the list must set forth the date of arrest, the offense charged, the offense convicted, the jurisdiction of the court, and whether the conviction was by verdict, plea of guilty, or plea of nolo contendere.
   c. Consent to fingerprinting and a criminal background investigation.

   a. Description. A general description of the proposed business site, including the street address, parcel number, the total square footage of the site, and the characteristics of the surrounding area.
   b. Floor plan. A scaled floor plan for each level of each building that makes up the business site, including the entrances, exits, walls, and operating areas. The floor plan must be professionally prepared by a licensed civil engineer or architect.
   c. Site plan. A scaled site plan of the business site, including all buildings, structures, driveways, parking lots, landscape areas, and boundaries. The site plan must be professionally prepared by a licensed civil engineer or architect.
The Sacramento Police Department
CPTED Unit
Sgt. Matt Young
(916) 808-9697

Common Conditions Imposed on Cannabis Related Permits:

This list of common conditions is a summary only and does NOT purport to represent an exhaustive list of all possible conditions. Each submitted project is evaluated on a case-by-case basis, and as such, additional conditions and modifications to the below conditions are likely.

Site plans and floor plans for EACH cannabis business shall be completed to the satisfaction of the Sacramento Police Department CPTED Sergeant prior to the issuance of a building permit, including:

- Secure Lobby
- Secure area for transferring cannabis or cash to or from VEHICLES
- Secure storage (safe(s))

Exterior lighting shall be white light using LED lamps with full-cutoff fixtures to limit glare and light trespass. Color temperature shall be between 2700K and 4100K with a color rendering index of 80 or higher and a light loss factor of .95 or better.

Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.

Exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.

All mature landscaping shall follow the two-foot, six-foot rule. All landscaping shall be ground cover, two feet or less and lower tree canopies of mature trees shall be above six feet. This increases natural surveillance and eliminates hiding areas within the landscape.

Tree canopies shall not interfere with or block lighting. This creates shadows and areas of concealment. The landscaping plan shall allow for proper illumination and visibility regarding lighting and surveillance cameras through the maturity of trees and shrubs.

All solid core exterior doors shall be equipped with a 180-degree viewing device to screen persons before allowing entry. Doors shall remain locked at all times, except for emergencies and deliveries.

Fences shall be 10', constructed of decorative tubular steel, no climb type. This shall apply to newly constructed fencing.
CALIFORNIA CODE OF REGULATIONS
TITLE 16
DIVISION 42. BUREAU OF CANNABIS CONTROL

All of the proposed text sections and documents incorporated by reference are proposed to be added to the California Code of Regulations under Division 42 of Title 16:

Chapter 1. ALL BUREAU LICENSEES

Article 1. Division Definitions

§ 5000. Definitions

For the purposes of this division, the definitions in this section shall govern the construction of this division unless otherwise indicated.

(a) “Act” means the Medicinal and Adult-Use Cannabis Regulation and Safety Act.

(b) “Bureau” means the Bureau of Cannabis Control, previously named the Bureau of Marijuana Control, Bureau of Medical Cannabis Regulation, and Bureau of Medical Marijuana Regulation.

(c) “Cannabis accessories” has the same meaning as in Health and Safety Code section 11018.2.

(d) “Cannabis goods” means cannabis, including dried flower, and products containing cannabis.

(e) “Cannabis waste” means waste that is not hazardous waste, as defined in Public Resources Code section 40141, and is organic waste, as defined in Public Resources Code section 42649.8 (c), that contains cannabis and that has been made unusable and unrecognizable in the manner prescribed in sections 5054 and 5055 of this division.

(f) “Canopy” means the designated area(s) at a licensed premises that will contain mature plants at any point in time.

(g) “Delivery employee” means an individual employed by a licensed retailer or licensed microbusiness who delivers cannabis goods from the licensed retailer or licensed microbusiness premises to a customer at a physical address.
Professional Requirements

- CPTED Practitioner
- Training
- Experience
- Certifications
Floor Plans
VASS Location

- Hallways
- Common Areas
- Break Rooms
- Blind Spots
Access Control

- Who has Access?
- How do they have Access?
- Where are the Locations needed?
- Knox Box
Motion Sensors

- UL Standard
- Locations
Alarms

- Panic Alarms
- Alarm System
- Locations
Delivery/Distribution

• What will the business be doing?
Secure Loading Areas

- What is a secure area?
- What needs to be accessible?
- What's the worst that could happen?
- Roll Up Doors
Distribution

- 5.150.1100 SCC
- Secure Transport area
Delivery Only

- 5.150.525 SCC Delivery of Cannabis
- Secure Loading Facility
- Security Measures