Version 2.0

Regulatory Guidance for
Cannabis Operations

Created in partnership by the Interagency Resource for Achieving Cooperation
(funded by the Local Hazardous Waste Management Program in King County)

King County

pscleanair.org
Puget Sound Clean Air Agency

City of Bellevue, Washington

Spokane Regional Clean Air Agency

IRAC

Seattle Public Utilities

City of Kirkland, Washington

City of Seattle Fire Marshal's Office

EMERALD Environmental

Coalition for Cannabis Standards & Ethics (CCSE)

Washington State Department of Labor & Industries
Division of Occupational Safety and Health

CEDAR GROVE

northwest Clean Air agency

Local Hazardous Waste Management Program in King County, Washington

WSDA Washington State Department of Agriculture

SNOHOMISH HEALTH DISTRICT
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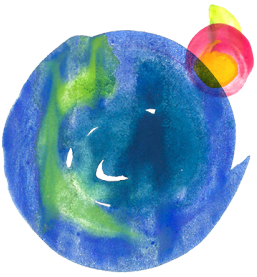
DEPARTMENT OF ECOLOGY
State of Washington

Vancouver Washington

Tacoma

City of Tacoma
Environmental Services



About the Guidance in this Document

These guidelines provide government agency inspectors and businesses with the contacts and resources necessary to begin developing an understanding of regulations applied to cannabis operations.

Keep in mind that the following guidelines apply to Washington State Licensed Producers, Processors and Retailers who hold valid Marijuana Licenses issued by the Washington State Liquor and Cannabis Board. This guidance will be updated as legislation changes.

These guidelines DO NOT substitute for the State-mandated rules of WAC (Washington Administrative Code) 314-55 nor any future updates within. The guidelines are intended to provide the resources applicable to all businesses. Additional local ordinances and regulations may apply.

Plan Ahead - Contact Local government agencies early in your planning phase. Design, build and furnish your facility to meet code requirements. Avoid receiving enforcement actions (Stop Work Notice, Citations, Injunctions, etc.) that can bring your project to a halt, may disqualify or prevent you from opening and receiving State Cannabis Board approvals. DO NOT assume that a business license and a building permit is all you need.

The guidelines provided in this Version 2.0 were current at publication (August 2015) and are subject to change and update. It is the responsibility of a licensee and business operator to contact each relevant jurisdiction and agency for additional, most recent and correct information and guidance.

About the Workgroup

This document was prepared by a partnership of the municipalities and industry representatives listed below, and facilitated by the Interagency Resource for Achieving Cooperation (IRAC). IRAC is funded by the Local Hazardous Waste Management Program in King County.

www.hazwastehelp.org/interagencyresource

City of Bellevue
City of Everett
City of Kirkland
City of Seattle
City of Tacoma
City of Vancouver
King County Industrial Waste Program
King County Stormwater Services
Local Hazardous Waste Management Program
Northwest Clean Air Agency
Public Health-Seattle & King County
Puget Sound Clean Air Agency
Snohomish Health District
Spokane Regional Clean Air Agency
Tacoma-Pierce County Health District
Thurston County Public Health & Social Services
Valley Regional Fire Authority
WA State Dept of Agriculture
WA State Dept of Ecology
WA State Governor's Office of Innovation & Regulatory Assistance
WA State Dept of Labor & Industries
WA State Liquor & Cannabis Board, Marijuana Licensing Division
Cedar Grove
Coalition for Cannabis Standards and Ethics
Emerald Services

This document is available to any municipality wishing to customize it for local use with the condition that credit for its origin be given to the original IRAC Recreational Marijuana Regulations workgroup and a copy of the new version be shared with IRAC. To provide updates of this award winning document (recent North American Hazardous Materials Management Association 2015 award for outstanding program innovation)., new versions or obtain a customizable version, contact IRAC through Debra Oliver at debra.oliver@king-county.gov. This document is available as a PDF online at www.hazwastehelp.org/interagencyresource.

Welcome!

This guidance explains rules and regulations to protect community, worker and environmental safety and health, and introduces the agencies responsible for their enforcement. This booklet offers only guidance. Because the cannabis industry is so new and changing, we are calling this Version 2.0, knowing regulations

and guidance will continue to change. We are learning together. Marijuana businesses licensed by the Washington State Liquor and Cannabis Board under WAC 314-55 may be subject to additional state, regional and local regulations and permits beyond those in this document. It is the responsibility of every business to check for the most up-to-date requirements, and to know and comply with those regulations so that our communities, environment, and workers remain safe and healthy.

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SAFE AND SECURE:

Safety and an understanding of the stringent security measures applied to this industry are paramount for businesses and the agencies inspecting businesses.

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Obtaining required permits ensures that a business can operate in the community, that zoning allows the activity, that the building is adequate and safe for the operation, and that neighbors and the immediate environment are protected from impacts of the business and its operations. Once permits have been obtained, many will require inspections and final approvals by the issuing agencies in order to commence business operations. You are responsible for completing all inspections and approvals. Some may require annual renewals. Check with each agency on their specific requirements.

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SECTION 3
DURING OPERATIONS

Businesses are responsible for the safety of their products, practices, and employees. The agencies responsible for enforcing compliance with these important regulations may visit on an annual basis or another schedule that is particular to that agency or the business sector. Please note that the following references are not inclusive of inspections required by each agency or authority.

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DOES THE LOCALITY HAVE A MORATORIUM OR BAN ON MARIJUANA-RELATED BUSINESSES? IF NOT, CONTINUE.

If unsure, check this web link:
http://www.mrsc.org/subjects/legal/502/recmarijuana.aspx#table

In addition to the requirements of the Washington State Liquor and Cannabis Board (WSLCB), marijuana producers, processors, and retailers applying for or granted licenses may be subject to additional local, state, and regional regulations and permits.

IMPORTANT: It is the responsibility of a business to obtain all permits and approvals and research all local ordinances for adherence prior to occupying and starting a business activity.

These additional regulatory requirements may have separate timelines and costs aside from the WSLCB process. They can include, but are not limited to, environmental permitting, land-use regulations (zoning), business licensing, change of use, building, fire, electrical, plumbing, and mechanical codes. Local municipalities may have in place their own ordinances to be adhered to or may have a ban in effect.

Permits: The term '*permit*' is defined as process, permit, authorization, license, regulation, certificate and, approval.

Note: This document is for informational purposes only. It is intended to help inspectors and marijuana producers, processors and retailers be aware of local, state and/or regional requirements they may need to meet. For more technical information, contact local, state, and regional regulatory authorities. For convenience, some are listed in the Resource Section.

SAFE & SECURE SECTION 1

A Note to Inspectors:
As has always been the case, employers and employees are required to consider the hazards present in any business inspected, then plan and prepare for safety accordingly. This is accomplished with a health and safety program and developing a plan before each inspection.

In addition to following a health and safety plan, ask the operator of the business being inspected about the safety concerns present on site and personal protective equipment (PPE) requirements for its employees before entering the business. Follow the business's PPE requirements and safety rules as well as the requirements of the health and safety program of the regulatory agency. If visiting a grow operation, ensure the area is not currently under an active Restricted Entry Interval (REI) after a pesticide application.

Understand that this industry must adhere to strict security measures and government agency staff must abide by their rules, which may include signing in and out of the facility, providing State-issued identification which could be photocopied for security records, and wearing a visitor badge.

A Note to Businesses and Inspectors:

The following Worker Safety section pertains to employers, whether in business or a government agency. Contact the Consultation program of the Washington State Department of Labor and Industries with questions.
http://www.lni.wa.gov/Safety/Consultation/default.asp?F=HDI

Worker Safety

Section provided by Washington State Department of Labor and Industries (L&I), Division of Occupational Safety and Health (DOSH) L&I has several branches, one of which is the Division of Occupational Safety and Health (DOSH).

In addition to DOSH, L&I also administers several other programs that cover:

- Workplace Rights requirements related to issues such as minimum wage, breaks and more.
- Claims and Insurance for the workers' compensation system. It is a requirement for employers to obtain industrial insurance for their employees through L&I.
- Inspections and permits (when a particular jurisdiction does not offer that service).
  - Electrical
  - Pressure Vessels (for example, carbon dioxide tanks used by growers to enrich the air)

The focus in this document is worker safety (DOSH).

All employers must start by developing an "Accident Prevention Plan" (i.e., a safety manual) that is specific to their business. From there, any regulations that apply to the hazards of the job must be followed. These regulations have additional requirements such as training employees and also making sure that steps are taken to prevent any injury or illness to them during their day-to-day activities (e.g., using ventilation to prevent flammable atmospheres and providing personal protective equipment for use during pesticide handling).

Most employers must at least follow a basic set of rules known as the Core Rules (WAC 296-800), and then any other regulations under WAC 296 that apply based on the specific hazards at the business. However, businesses that grow marijuana are mainly subject to the Safety Standards for Agriculture (WAC 296-307).

Processors who perform extractions need to be aware of their responsibilities when it comes to providing safety data sheets for the chemical extract that they produce (WAC 296-839 through June 1, 2015 and WAC 296-901).

- **Some potential hazards to look for during growing:**
  - ◊ Pesticide exposure
  - ◊ Other chemical and fertilizer use
  - ◊ Heat exposure
  - ◊ Air enrichment contaminants such as carbon dioxide and others like carbon monoxide and nitrogen oxides if using burners/combustion
  - ◊ Electrical hazards from improper wiring
  - ◊ Sprains and strains (esp. hand intensive work during trimming)
  - ◊ Mold
  - ◊ Slips, trips, falls (from presence of water or poor housekeeping)
  - ◊ Exposure to machine hazards (cuts, nips, pinches, crushes depending on equipment)
  - ◊ Material handling equipment (e.g. forklifts)

- **Some potential hazards to look for during processing:**
  - ◊ Extraction
    - Use of flammable compressed gases and solvents-
      - » Fire
      - » Compressed gas cylinder and extraction equipment safety
    - Air contaminant hazards (e.g. carbon dioxide if dry ice used to extract)
    - Chemical and extract products handling
    - Machine hazards associated with extraction and waste processing equipment
    - Noise (e.g., compressors for carbon dioxide extraction equipment)
  - ◊ Kitchen
    - Fire
    - Burns and scalds (from work with ovens/stoves)
    - Slips, trips, and falls (from presence of water or poor housekeeping)
    - Heat exposure
    - Cuts from knives
    - Machine hazards (e.g., cuts and amputations) from food processing equipment
    - Chemical use (e.g., sanitizers like bleach)
    - Sprains and strains (from material handling)
  - ◊ Packaging and Labeling
    - Sprains and strains (from material handling, repetitive work)
    - Machine hazards
    - Material handling equipment (e.g., pallet jacks)

- **Some potential hazards to look for at retail stores:**
  - ◊ Sprains and strains (from material handling)
  - ◊ Slips, trips and falls (from poor housekeeping)
  - ◊ Workplace violence/crime

DOSH has some overlap with areas covered by WSDA and the local Fire Marshal. The role that DOSH plays in regard to pesticides is enforcement of worker protection standards (found in WAC 296-307). DOSH has fire safety codes that it enforces, but there are many more that the local Fire Marshal enforces and DOSH will also give deference to the decisions of the local Fire Marshal if a question arises where both agencies have similar codes that address the same hazard.

See the Resource Section under Contacts and Web Links – L&I DOSH for contacts and help.

SECTION 2
BEFORE BUSINESS OPERATIONS BEGIN

Land Use, Zoning, Business License

Contact Local government agencies early in your planning phase. Design, build and furnish your facility to meet code requirements. Avoid receiving enforcement actions (Stop Work Notice, Citations, Injunctions, etc.) that can bring your project to a halt, may disqualify or prevent you from opening and receiving State Cannabis Board approvals. DO NOT assume that a business license and a building permit is all you need.

• Land Use / Zoning

Section provided by Cities of Bellevue, Everett and Seattle

All municipalities and counties create appropriate zoning for specific activities. Check with the municipality or county to secure a map of the zones which allow the scope of business and ensure the business will be allowed at the location it seeks to occupy. Check the WSLCB regulations in addition to any local or county ordinance that may restrict the siting of a business or prohibit the use.

• Business License

Section provided by Cities of Bellevue and Everett

A local business license, in addition to the state business license, may be required in addition to SEPA, Change of Use Permit, and/or additional design review. Check with the municipality or, if not established in a municipality, contact the county to secure a local business license in addition to the State license where required. The State Business License must be registered with the municipality in which the operation resides. Each city or municipality has its own process to secure a business license.

State Environmental Policy Act (SEPA)

SEPA Review

Section provided by Washington State Department of Ecology

Check with the local permitting agency (e.g., building department) first to learn whether or not to do this. A pre-approval meeting with the local permitting agency will help determine whether to complete an environmental checklist (SEPA). If a SEPA review is required, complete a checklist describing the project's environmental impacts. (This can include processes such as: wastewater and solid waste disposal use of CO2 in growing, or odor controls.)
See the Resource Section under Contacts and Web Links - SEPA Review for contacts and help.

Local Codes: Building, Plumbing, Mechanical, Electrical, and Fire

Section provided by Cities of Bellevue, Everett and Seattle

Expect routine visits from local, county and state agencies for inspections during business hours.

Obtain all required permits. Not unlike any other new business venture, permits will be required for installations, replacement, movement, additions, modifications, removal of building improvements, remodeling of tenant spaces, electrical, mechanical, plumbing, and new signs at a minimum. Here are some examples, not all inclusive of what may be needed:

- **Building**: Moving or adding walls, installing counters and display cases that are attached to the floor or ceiling, storage racks, and attached safes.
- **Plumbing**: New or altered indoor plumbing. Changing or adding outdoor drainage or wastewater lines.
- **Electrical**: Data cabling for cash register point of sale systems, computers and security/camera systems, new or changed electrical wiring, receptacles, switches, and fixtures.
- **Mechanical**: New, upgraded or moved ventilation, heating, air conditioning systems; odor mitigation, gas appliance, gas hot water tank installation or removal.

- **Sign**: New primary business sign or replacing face of existing sign, temporary sign permits, (i.e., for grand opening, new business announcement, balloons, banners, etc.)
- **Fire**: Sprinklers (new and maintenance), gases, oxygen tanks, propane storage and installations, etc.

• Fire Code

Section provided by City of Seattle Fire Department

Build a good relationship with the local fire department. Be proactive and contact the local fire department as early as possible. They will tell the business what fire department permits, if any, are needed for the operation. Most cities and counties have fire inspection divisions that WILL be checking a business space for fire and life safety issues. It is to the advantage of the business owner to have the fire department on-site as early in the process as possible. DO NOT assume the fire department automatically contacts a business. DO NOT assume a general building permit is all that is needed.

Each fire district has the ability to modify the fire code to cover its specific circumstances and all decisions are the responsibility of the local fire marshal. Therefore, the local fire marshal is the authority on how the fire code is administered in each locality. Do not rely on a checklist from another jurisdiction (see checklist samples in back of document). Each area may have additional or different requirements.

Fire Code considerations that may need a fire department inspection and/or permit include:

- Occupancy rating of building: Does it need reviewing/change?
  - ◊ Walls: Are they fire-rated? They shall not be covered by any combustible material (such as plastic sheets).
  - ◊ Exits and entries: Are they correct according to type of occupancy/size of building.
- Ventilation: Is it appropriate for the processes at your facility that are in use?
- Fire Extinguishers: Are they present and properly mounted, in required numbers?
- Equipment should be listed by a nationally recognized testing laboratory (e.g., UL-listed) – extracting systems, drying ovens, exhaust fans, grow lights, CO2 enhancers, vacuum pumps, gas detectors/alarms, and associated equipment
- Hazardous materials on site including:
  - ◊ Compressed gases – stored properly, used in closed systems only, within permit limit amounts
  - ◊ Flammable liquids and gases – stored in approved containers, within permit limit amounts
  - ◊ Storage and use of other hazardous materials
  - ◊ Maximum allowable quantities of hazardous materials

Air Quality and Odor Controls

Section provided by Puget Sound Clean Air Agency

In the state of Washington, regional air quality agencies and Washington State Department of Ecology regulate air quality, based on the county involved (see list in the resource section). Because the production and processing of marijuana can impact air quality, produce odorous emissions, and/or cause off-site nuisance impacts due to odor, processors and producers are subject to air quality requirements. These requirements include, but are not limited to, notice of construction permits, and registration program and fee requirements.

Marijuana and the waste associated with the plant cannot be burned. There are no agricultural burn permits for marijuana.

Section provided by Northwest Clean Air Agency

For counties in the jurisdiction of Northwest Clean Air Agency (Island, Skagit, and Whatcom) no air quality permits are required at this time. However, all processors and producers are subject to odor nuisance regulations and may be required to register and pay appropriate fees.

Contact the appropriate agency for more information. See the Resource Section under Contacts and Web Links – Air Quality for contacts and help.

Sanitary Sewer Discharges

Section provided by King County Industrial Waste Pretreatment Program

Wastewater that results from any growing, manufacturing, cleaning, or rinsing processes is considered an industrial waste (industrial wastewater) and is subject to local, state and federal regulations. This includes water used in extraction, hydroponic irrigation and the manufacture of edible products.

Prior to discharging industrial waste to the sewer system, all dischargers that generate and dispose of industrial wastewater must contact their local sewer agency to obtain approval. In larger urban areas, there may be a regional pretreatment program that will determine if the discharge is allowed. Refer to the contacts section for a list of these agencies, otherwise start with the local sewer agency.

Sewer agencies have specific limits as to what can be discharged to their treatment plants and may schedule a site visit to further evaluate processes and wastewater discharges prior to making a decision about what level of permitting the business may require.

If a business is producing edible products a Fats, Oils or Grease (FOG) removal device (grease trap/grease interceptor) must be installed and maintained to prevent fats from clogging the sewer or causing sewage to back-up. The local permit agency will provide plumbing permits to install the removal device and will conduct regular inspections to ensure the device is working and maintained properly.

If sanitary sewer is unavailable, your local permit agency may direct you to the Washington State Department of Ecology. For potential discharge options, see Ecology's checklist at: https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070533.html.

See the Resource Section under Contacts and Web Links – Sanitary Sewer Discharges for contacts and help.

Septic System Discharges

Section provided by King County Industrial Waste Pretreatment Program and Stormwater Services

No business may discharge industrial wastewater into an onsite septic system.

Septic systems, also known as Individual On-site Sewage Systems, are designed to treat only domestic wastewater, which means water carrying human wastes, including kitchen, bath, and laundry wastes from residences, buildings, industrial establishments or other places. Industrial wastewater may not be discharged to any septic system according to state regulations. Industrial wastewater discharges to septic system can damage them and cause harm to the environment. For more information on septic systems, contact the local health department or Washington State Department of Public Health at: http://www.doh.wa.gov/CommunityandEnvironment/WastewaterManagement.

SECTION 3
DURING OPERATIONS

Sanitary Inspections for Edibles Manufacturing

Section provided by Washington State Department of Agriculture (WDSA)

WSDA will perform sanitary inspections at WSLCB-licensed marijuana operations for the WSLCB under contract with goals to ensure product safety and maintain state-level oversight of food safety concerns for both processors and retailers. The end product must be shelf-stable (requiring no temperature control). WSDA licensed-food processors may not manufacture marijuana-infused edibles. See the Resource Section under Contacts and Web Links – WSDA for contacts and help.

(Refer to Sanitary Sewer Discharge on page 10 if manufacturing edibles with any kind of fats, oils, or grease.)

Weights and Measures

Section provided by Washington State Department of Agriculture (WDSA)

All scales used for commercial transactions (including marijuana transactions) must meet strict accuracy and technical standards. Package labeling must properly disclose the package contents by weight or volume. See the Resource Section under Contacts and Web Links – WSDA for contacts and help.

Pesticide and Fertilizer Use

Section provided by Washington State Department of Agriculture (WDSA)

Pesticides registered by WSDA (RCW 15.58) are allowed for use for the production of marijuana, if they meet WSDA criteria. Refer to WSLCB rules (WAC 314-55-084). Three types of pesticides are allowed for use on marijuana:

- **Section 3 –** Active Ingredients are Exempt From Tolerance on All Food Crops and Label has Directions for Use on Unspecified Food Crops, Home Gardens or Herbs (Primarily Biopesticides and Pesticides Used in Organic Food Production).
- **Section 25b Minimum Risk Pesticides –** Products are Labeled for Use on Unspecified Food Crops, Home Gardens or Herbs.
- **Section 24c Special Local Need (SLN) Registrations** to Allow the Use of Pesticides on Marijuana That Have Been Approved by WSDA.

Left: Packaging the joints

Upper right: Bud

Lower right: Finished joints

WSDA Criteria for Pesticides Used for the Production of Marijuana in Washington: http://agr.wa.gov/FP/Pubs/docs/398-WSDACriteriaForPesticideUseOnMarijuana.pdf

WSDA Guidance on Section 24c SLN Registration for Pesticide Use on Marijuana in Washington: http://agr.wa.gov/FP/Pubs/docs/456-GuidOnSLNPesticideUseOnMarijuana.pdf

A searchable list of pesticides that meet WSDA criteria is available from Washington State University Pesticide Information Center Online (PICOL) database: http://cru66.cahe.wsu.edu/LabelTolerance.html

- From the "Pesticide Information Center Online (PICOL) Databases" web page, click on the "Registered Labels" button.
- After the "PICOL Simple Search" web page appears, select "I-502/I-692 (WA only)" in the "Item to Search on" drop down menu, choose "EQ" in the "Operator" drop down menu, choose "Yes" in the "Common Name" drop down menu, and then click on the Submit Query" button.
- When the "Search Results" web page appears, click on the "Format Labels" button.
- When the "Choose your output type" web page appears, click on the "View Labels" button. You can either view the list, or export it to Excel.
- Tutorials for using PICOL are available on YouTube (www.youtube.com/channel/UClYksSQRSKbRD3_L_iV9Czw).

Any spray adjuvant that is labeled for use on food crops can be used with a pesticide that is applied to marijuana, as long as the intended use is allowed by the spray adjuvant label. Information on spray adjuvants that are registered for distribution in Washington is available from the WSU PICOL database.

Recordkeeping for Pesticide Applications: Refer to WSLCB Rules (WAC 314-55-087) and WSDA Rules (WAC 16-228-1320).

Personal Protective Equipment (PPE) and Restricted Entry Interval (REI) for Pesticides: Refer to pesticide label.

Marijuana growers can use any fertilizer that is registered by WSDA (RCW 15.54), except for those fertilizer-pesticide products that are not specifically allowed for use on marijuana. Refer to WSLCB rules (WAC 314-55-084).

WSDA Fertilizer Product Database: http://agr.wa.gov/PestFert/Fertilizers/ProductDatabase.aspx

Most fertilizer-pesticide products that are not specifically allowed for use on marijuana are labeled and intended for use on turf only.

Recordkeeping for Fertilizer Applications: Refer to WSLCB Rules (WAC 314-55-087).

PPE for Fertilizers: Refer to fertilizer safety data sheet (SDS).

Refer to the WSDA website for additional information regarding pesticide and fertilizer use on marijuana (including chemigation and fertigation, pesticide storage, waste pesticide disposal, and worker protection standard): http://agr.wa.gov/pestfert/pesticides/pesticideuseonmarijuana.aspx

See the Resource Section under Contacts and Web Links – WSDA for contacts and help.

Please note that Washington State Department of Labor & Industries Division of Occupational Safety & Health (DOSH) oversees worker safety. Its regulations for pesticide use are located in the Safety Standards for Agriculture (WAC 296-307).

See the Resource Section under Contacts and Web Links – WSDA for contacts and help.

SECTION 4
AT THE END OF ANY PROCESS

Stormwater Management

Section provided by King County Stormwater Service, City of Vancouver, and Seattle Public Utilities

- The general motto is: "Only rain down the drain". https://fortress.wa.gov/ecy/publications/publications/1004017.pdf
- Discharge of any material other than uncontaminated stormwater down the storm drain system, to surface waters, or to the ground, is prohibited. This includes hydroponic water and any other wastewater. The bottom line is: only rain down the drain.
- Oily, soapy or otherwise dirty water is not allowed to discharge to any stormwater system or surface water.
- Control irrigation to prevent overspray of water for landscaping and outdoor production areas. While irrigation water may be discharged to the stormwater drainage system or ground, it may not contain or have come into contact with pesticides or fertilizers.
- Mix pesticides and fertilizers indoors or under cover, away from any drains. Use drip pans.
- Outside storage of liquids must be in a covered area or storage cabinet with secondary containment sufficient to contain 10% of the total volume of all containers or 110% of the volume of the largest container, whichever is greater.
- Vehicle, equipment, and tool wash and rinse waters may not be discharged to the storm system, to the ground or to a water body. If approved by the municipality, process wastewater discharges can be directed to sanitary sewer. Alternatively, wastewater can be collected and disposed of properly offsite or recycled.
- Outdoor storage of incoming growing media (soil) must be stored in such a way that rain does not come into contact with it nor can it be carried away by the wind. Weighted tarps and berms are acceptable.
- All solid and compostable waste (including regular garbage and spent material awaiting removal for composting) must be in covered, leak-proof containers.
- Parking, loading and outdoor storage areas must be kept clean and free of debris. Oil spills and drips must be immediately cleaned up.
- Storm drain catch basins need to be inspected regularly and cleaned out when the debris reaches 60% of the sump depth, or when debris accumulates to within 6" of the catch basin outlet. (Check with the local stormwater management agency to determine if different maintenance standards apply.)
- Producers and processors must develop a site-specific Spill Prevention Plan to address spills both inside and outside of buildings and have appropriate spill materials on hand.
- If rinsing dirt or vegetative matter from outdoor equipment direct the rinsewater to the ground or permeable surface. Vegetative matter, dirt, or oils should not enter the storm drain system or surface waters when it rains.
- If floor drains are proposed in work areas, they must be approved by the municipality for connection to sanitary sewer.
- Develop and implement an Integrated Pest Management (IPM) system for outdoor production.

See the Resource Section under Contacts and Web Links – Stormwater Management for contacts and help.

• Plant Waste: Compostable Waste and Non-Compostable Waste

• Dangerous Waste

Sections provided by Washington State Department of Ecology, Snohomish County Health District, Tacoma-Pierce County Health District, and Public Health – Seattle and King County

Businesses generate wastes that can be classified as solid waste, compostable organic waste, or dangerous waste. It is the responsibility of the business owner / operator to evaluate their waste to determine its classification and proper management. If it designates as a dangerous waste, specific requirements for storage and disposal will apply (WAC 173-303).

Waste management is regulated by the Washington State Department of Ecology (Ecology), via WAC 173-350 (Solid Waste Handling Standards) and WAC 173-303 (Dangerous Waste Regulations) and the Washington State Liquor and Cannabis Board via WAC 314-55-097 (Marijuana Waste Disposal). The county's Local Health Jurisdiction enforces our state's Solid Waste Handling Standards; contact their Environmental Health Division's solid waste section for assistance regarding solid waste and composting options. Ecology offers tools and guidance for assisting businesses with dangerous waste questions. Resources are listed in the Resource Section of this document.

• Plant Waste: Compostable Waste and Non-Compostable Waste

Ensure all compostable waste generated by a business operation and managed by a municipality is on a commercial account.

All parts of the cannabis plants (including root balls, planting medium, stems, branches, leaves, trim, etc.) that **contain less than 10% THC** may be disposed pursuant to WAC 314-55-097, and after providing the WSLCB traceability system 72-hour notice, as either **compostable waste or non-compostable waste**:

1) Compostable Waste: Dispose by grinding the cannabis plant waste 50/50 by volume with non-cannabis compostable waste, e.g., food waste or yard waste and then disposing at a permitted solid waste facility for composting. Additionally other organic waste methods (for example, anaerobic digestion) may allow the following types of waste materials to be mixed with the cannabis plant waste: foodwaste, yardwaste, and vegetable-based grease or oils. Check with the solid waste section of the local health jurisdiction for approved facilities.

OR

2) Non-compostable Waste: Dispose by grinding the cannabis plant waste 50/50 by volume with non-cannabis non-compostable waste, e.g., paper, plastic, and dispose to a permitted solid waste facility for final disposition, including landfills, permitted incinerators or other facilities with prior local health approval. Check with the solid waste section of the local health jurisdiction for approved facilities.

If cannabis waste (i.e., cannabis extraction pulp) was processed using steam, ice water or carbon dioxide, it may be managed as compostable organic waste or as solid waste. See the sections above for guidance.

If the cannabis waste **contains 10% or greater THC**, it must be managed as a **dangerous waste** that is toxic.

Marijuana and the waste associated with the plant cannot be burned. There are no agricultural burn permits available for marijuana.

See the Resource Section under Contacts and Web Links – Compostable and Solid Waste for contacts and help.

NOTE: Dangerous waste management in marijuana operations is new and these guidelines provide only a starting place. Business operators should work with their local health districts, the Local Hazardous Waste Management Program in King County, Washington State Department of Ecology, and Washington State Liquor and Cannabis Board to make good waste management decisions. As experience builds and processes become better understood, this guidance will expand.

Businesses that generate dangerous waste are called dangerous waste generators. The generator is responsible for designating waste and keeping accurate records (of designation and proper disposal) that may be required in annual reports to the Department of Ecology, depending upon generator status.

To learn more about generator status and requirements, download Ecology's Quick Reference Guide for dangerous waste generators at: https://fortress.wa.gov/ecy/publications/publications/981252hwtr.pdf

Generator status (small, medium, or large) is determined by the amount of dangerous wastes generated by a business per calendar month. The business's generator status dictates the length of time and amount of waste that can be stored onsite before proper disposal. The less dangerous waste generated, the fewer regulatory requirements that apply. It is advisable to follow pollution prevention and safer alternative guidance to minimize dangerous waste.

At the date of publication, the only commercial facilities permitted to manage dangerous waste known in Washington State able to accept solvent contaminated waste (such as process waste) are Emerald Environmental and PSC. Check with your local health jurisdiction for other dangerous waste vendors able to accept the waste listed below.

Some municipalities run moderate risk waste collection facilities that accept small quantities of dangerous wastes from businesses within their jurisdictions that qualify as small quantity generators. Check the acceptance policies of your local moderate risk waste collection facility to find out if SUCH services exist and what criteria needs to be met to take your dangerous waste to them for disposal.

Dangerous waste may include:

- Process waste with 10% or greater THC content
- Waste pesticides
- Waste fertilizers
- Process waste contaminated with solvents
- Waste solvents
- Some lighting (mercury & lead content)
- Light ballasts (universal wastes)
- Laboratory wastes generated in QA

Waste generated from processing cannabis must be designated, managed and disposed as **dangerous waste if**:

- It was exposed to solvents that are listed under WAC 173-303-082
- It was mixed with ignitable (e.g., butane, isobutane, heptane, alcohol) or toxic solvents and is still ignitable under WAC 173-303-090(5) or toxic under either WAC 173-303-090(8) or WAC 173-303-100.

OR

- It contains 10% or greater THC content, it must be managed as a toxic dangerous waste.

OR

- Both the above conditions are met, it must be managed as dangerous waste that is both ignitable and toxic.

See the Resource Section under Contacts and Web Links – Dangerous Waste for contacts and help.

RESOURCE SECTION

SECTION 5

Note: This document is for informational purposes only. It is intended to help inspectors and marijuana producers, processors and retailers be aware of local, state and/or regional requirements. For more technical information, contact the local, state and regional regulatory authorities. Some have been listed below for convenience.

Green Business & Sustainable Practices

Section provided by City of Kirkland's Green Team

Not only are green business practices good for the community but significant savings can be made for a business. Some agencies provide green business audits to help find ways to save money and help keep the environment sustainable. Support from the business community is also essential in reducing greenhouse gas (GHG) emissions. There also are incentives, awards and recognition that businesses can apply for (such as EnviroStars) that celebrate sustainable business practices.

Some ways to save energy, water and money include:

- Installing solar panels or small scale wind turbines. Consider purchasing "green power" that many energy utility agencies offer.
- Installing fixtures and appliances that are rated for maximum efficiency with the Energy Star program.
- Installing water fixtures that are certified by Watersense.
- Using reclaimed water if it is available in your area.
- Implementing an Integrated Pest Management (IPM) program to reduce pesticide use.
- Getting an energy audit from your power utility.
- Diverting waste from the trash – recycle and compost all that you can.

Check with your local city, county and public utility for more information on conservation, sustainability and green building and business practices. Rebates, loans and grants may be available for the implementation of energy conservation practices.

See the Resource Section under Contacts and Web Links – *Green Business and Sustainable Practices* for contacts and web links.

Integrated Pest Management (IPM)

Section provided by Local Hazardous Waste Management Program in King County

Integrated Pest Management (IPM) is a sustainable approach to managing pests that employs physical, mechanical, cultural, biological, educational, and sometimes chemical tools in a way that minimizes economic, health and environmental risks.

Use the steps of IPM in a cycle to continuously improve the quality of the crop and minimize pest and disease problems.

- Keep soil healthy.
- Keep plants healthy and properly pruned.
- Learn to identify the plants, weeds and insects (good and bad).
- Monitor to determine if, when and which IPM tools should be used.
- Establish action thresholds. Small numbers of pests or weeds are often best treated with environmentally safe cultural or mechanical methods.
- Use non-chemical methods of control first and keep track of how they work. Pull weeds, fertilize if needed, use water spray or sticky traps for insects, clean up dropped and diseased leaves.

- Limit the use of pesticides and choose them carefully. Pick products with the lowest overall risk and hazard to human health and the environment.
- Keep track and evaluate how the control methods work, modify practices and adapt new strategies.

To report the misuse of pesticide: unapproved products, misapplication, overspray, spraying on windy day, improper signage or other problems, file a complaint by calling Washington State Department of Agriculture at 1-877-301-4555 (toll-free).

Get help choosing safer pesticides at www.growsmartgrowsafe.org

Contacts and Web Links

Recreational Marijuana Ordinances across Washington State

An interactive map: http://www.mrsc.org/subjects/legal/502/recmarijuana.aspx#table

L&I DOSH

- DOSH offers employers free assistance with workplace safety and health requirements. More information and contacts can be found using the following link: http://www.lni.wa.gov/Safety/Consultation/default.asp?F=HDI
- L&I Division of Occupational Safety and Health (DOSH): http://www.lni.wa.gov/safety/
- L&I DOSH Core Rules (WAC 296-800): http://www.lni.wa.gov/safety/rules/chapter/800/default.asp
- All L&I Safety Rules (WAC 296): http://www.lni.wa.gov/Safety/Rules/Find/WACNumber/default.asp
- L&I Safety Standards for Agriculture (WAC 296-307): http://www.lni.wa.gov/safety/rules/chapter/307/
- Workplace Rights: http://www.lni.wa.gov/workplacerights/
- Claims and Insurance: http://www.lni.wa.gov/ClaimsIns/Insurance/Learn/Open/Default.asp
- Trades and Licensing (electrical inspections and permits): http://www.lni.wa.gov/TradesLicensing/Electrical/FeePermInsp/default.asp
- Boiler and Pressure Vessle: http://www.lni.wa.gov/TradesLicensing/Boilers/PermitInspect/Default.asp

Washington State

- Washington State Liquor and Cannabis Control Board: http://www.liq.wa.gov/marijuana/I-502
- Washington State Department of Ecology: www.ecy.wa.gov/topics/marijuana.html
- Office of Regulatory Innovation & Assistance (ORIA) www.oria.wa.gov (use search term "marijuana")
- Washington State University Extension Integrated Pest Management - http://ipm.wsu.edu/

SEPA Review

- http://www.ecy.wa.gov/programs/sea/sepa/e-review.html
- Contact SEPAHELP@ecy.wa.gov or 360-407-6922.

Air Quality

Regional Clean Air Agencies and Ecology:

- Benton Clean Air Agency - Benton County http://bentoncleanair.org/
- Northwest Clean Air Agency - Island, Skagit, and Whatcom counties www.nwcleanair.org/
- Olympic Region Clean Air Agency – Clallam, Grays Harbor, Jefferson, Mason, Pacific, and Thurston counties www.orcaa.org/

Contacts and Web Links

- Puget Sound Clean Air Agency - King, Kitsap, Pierce and Snohomish counties www.pscleanair.org/marijuana/index.aspx
- Southwest Clean Air Agency -, Clark, Cowlitz, Lewis, Skamania and Wahkiakum counties www.swcleanair.org/
- Spokane Regional Clean Air Agency - Spokane County https://www.spokanecleanair.org/
- Yakima Regional Clean Air Agency - Yakima County www.yakimacleanair.org/
- All other counties - contact Ecology www.ecy.wa.gov/programs/air/airhome.html

WSDA

- WSDA's portal webpage for marijuana and hemp issues, including edibles manufacturing, weights and measures, and pesticide and fertilizer use: http://agr.wa.gov/AgInWa/I502/default.aspx.
- WSDA Criteria for Pesticides Used for the Production of Marijuana in Washington: http://agr.wa.gov/FP/Pubs/docs/398-WSDACriteriaForPesticideUseOnMarijuana.pdf
- • WSDA Guidance on Section 24c SLN Registration for Pesticide Use on Marijuana in Washington: http://agr.wa.gov/FP/Pubs/docs/456-GuidOnSLNPesticideUseOnMarijuana.pdf
- Washington State University Pesticide Information Center Online (PICOL) database: http://cru66.cahe.wsu.edu/LabelTolerance.html
- WSDA registered fertilizers: http://agr.wa.gov/PestFert/Fertilizers/ProductDatabase.aspx
- WSDA information on pesticide and fertilizer use on marijuana, including chemigation and fertigation, pesticide storage, waste pesticide disposal, and worker protection standard: http://agr.wa.gov/pestfert/pesticides/pesticideuseonmarijuana.aspx

Sanitary Sewer Discharges

- Metro/King County (Greater Seattle Area): http://www.kingcounty.gov/environment/wastewater/IndustrialWaste.aspx
- City of Everett: http://www.everettwa.org/default.aspx?ID=100
- City of Tacoma: http://www.cityoftacoma.org/government/city_departments/environmentalservices/wastewater/wastewater_permits_and_manuals/
- City of Pierce County: http://www.co.pierce.wa.us/index.aspx?NID=1673
- City of Vancouver: http://www.cityofvancouver.us/publicworks/page/pretreatment-program
- LOTT (Lacey, Olympia, Tumwater, Thurston County): http://www.lottcleanwater.org/pretreatment.htm
- City of Yakima: http://www.yakimawa.gov/services/wastewater-treatment-plant/pretreatment-department/
- City of Richland: http://www.ci.richland.wa.us/index.aspx?NID=498
- City of Spokane: https://beta.spokanecity.org/publicworks/wastewater/business/
- Spokane County: http://www.spokanecounty.org/utilities/IPP/content.aspx?c=3000
- City of Walla Walla: http://www.wallawallawa.gov/depts/publicworks/wastewater

- King County Industrial Waste Program: www.kingcounty.gov/environment/wastewater/IndustrialWaste/Forms/ApprovalForms.aspx
- Detailed overview of King County's Industrial wastewater discharge approvals: www.kingcounty.gov/environment/wastewater/IndustrialWaste/DischargeApprovalOverview.aspx

Stormwater Management

- Only Rain Down the Drain Best Practices: https://fortress.wa.gov/ecy/publications/publications/1004017.pdf
- Ecology's Checklist: https://fortress.wa.gov/ecy/publications/SummaryPages/ECY070533.html

Dangerous Waste

- Washington State Department of Ecology: www.ecy.wa.gov/topics/marijuana.html
- Dangerous Waste Regulations (WAC 173-303): http://www.ecy.wa.gov/programs/hwtr/reg_comp_guide/173-303.HTM
- Solid Waste Handling Standards (WAC 173-350): https://fortress.wa.gov/ecy/publications/SummaryPages/173350.html
- To contact the county's Local Health Jurisdiction: http://www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions
- Ecology's Quick Reference Guide for dangerous waste generators: https://fortress.wa.gov/ecy/publications/publications/981252hwtr.pdf
- Ecology: General Requirements for Managing Dangerous Waste http://www.ecy.wa.gov/programs/hwtr/managewaste.html
- Mercury-containing Lights and High Intensity Discharge (HID) Lighting Management/Disposal: http://www.ecy.wa.gov/programs/hwtr/dangermat/universal_waste_lamps.html
- Dangerous waste storage best management practices: https://fortress.wa.gov/ecy/publications/publications/0804015.pdf
- Emerald Environmental: https://www.emeraldnw.com/
- PSC Environmental Services: http://www.pscnow.com/

Green Business, Sustainable Practices and Integrated Pest Management

- Energy
  - ◊ http://energytips.wa.gov/default.asp?src=financing
  - ◊ http://www.cleanenergyauthority.com/solar-rebates-and-incentives/washington/
  - ◊ http://www.seattle.gov/light/green/greenpower/
  - ◊ https://pse.com/savingsandenergycenter/GreenPower/Pages/default.aspx
  - ◊ http://www.energystar.gov/
  - ◊ http://snohomishcountywa.gov/1410/Office-of-Energy-Sustainability
- Water
  - ◊ http://www.epa.gov/watersense/about_us/watersense_label.html
  - ◊ http://cascadewater.org/
  - ◊ http://www.seattle.gov/UTIL/MyServices/Water/index.htm
  - ◊ http://www.kingcounty.gov/environment/wastewater/ResourceRecovery/ReWater.aspx
  - ◊ https://fortress.wa.gov/ecy/publications/publications/1411003.pdf

Contacts and Web Links

- Building
  - ◊ http://your.kingcounty.gov/solidwaste/greenbuilding/green-tools-program.asp
  - ◊ http://www.kirklandwa.gov/Residents/Community/Kirkland_Green/Green_Business_Program.htm
  - ◊ http://www.energystar.gov/buildings
  - ◊ http://www.co.thurston.wa.us/planning/climate/climate_codes.htm
  - ◊ http://www.whatcomcounty.us/pds/build/greenbuilding/index.jsp
- Sustainability
  - ◊ http://www.kingcounty.gov/environment/stewardship/sustainable-building.aspx
  - ◊ http://www.zerowastewashington.org/
  - ◊ http://www.co.pierce.wa.us/index.aspx?nid=2058
  - ◊ http://www.jeffersoncountypublichealth.org/index.php?green-business
- Recognition and Certification
  - ◊ https://www.salmonsafe.org/
  - ◊ http://www.envirostars.org/
  - ◊ http://www.usgbc.org/
- Standards and Ethics
  - ◊ http://www.ccsewa.org/
- Integrated Pest Management
  - ◊ File a pesticide misuse complaint: http://agr.wa.gov/PestFert/Pesticides/ComplianceActivities.aspx#Investigations
  - ◊ Choosing safer pesticides: www.growsmartgrowsafe.org

Consumer Brochures on Marijuana Use

- University of Washington's Alcohol & Drug Abuse Institute
  - ◊ http://learnaboutmarijuanawa.org/consumers.htm
  - ◊ http://learnaboutmarijuanawa.org/WSLCB-2014-consumers-guide-6-19-14.pdf
  - ◊ http://learnaboutmarijuanawa.org/brochure811.pdf

Examples of Checklists Some Agencies Use to Permit or Inspect

Do not rely on an example checklist from a local or another jurisdiction. Additional, updated or different requirements may apply.

City of Kirkland · City of Tacoma · Seattle Fire Department · City of Vancouver
King County Waste Characterization

Marijuana Growers, Processors, and Retailers in Vancouver, WA

Please check the boxes for all of following that are true for your facility

Type(s) of Operation(s) to be Performed at Site

- ☐ This site will grow marijuana
  - ☐ Yes, hydroponic system
  - ☐ Yes, traditional soil system
  - ☐ Yes, other system: _____
- ☐ This site will process marijuana.
- ☐ This site will retail marijuana products.
- ☐ This site will engage in another marijuana-related activity: _____

Sanitary Sewer Protections - Industrial Pretreatment, VMC 14.10

- ☐ Excess and/or waste waters from the processes will discharge to the sanitary sewer
  If so, process wastewater discharges could contain:
  - ☐ Fertilizers
  - ☐ Pesticides
  - ☐ Other chemicals: _____
- ☐ Chemicals, automobile fluids, and/or fuels will be stored at the facility
- ☐ The proposed operation will conduct extraction and/or concentration of active substances using solvents or other chemical processes. If so, please indicate if there will be:
  - ☐ Solvents or chemicals - types: _____
  - ☐ Other extraction fluids - types: _____
  - ☐ An extraction vessel? Storage volume: _____
    Will the vessel will be pressurized or under extreme vacuum? ☐ Yes ☐ No
- ☐ Operation will install process BMPs and pretreatment controls as necessary to prevent impacts to sewer lines.
- ☐ Operation is a WA State-defined Dangerous Waste Generator (from WAC 173-303).
- ☐ Management is aware that the City discourages grinding and dispersing solids to sewer.

Surface and Groundwater Protections - Water Resources, VMC 14.26

- ☐ Some process-related fluids or chemicals will be stored outside.
- ☐ This facility will have floor drains installed inside operational areas.
- ☐ Vehicles or process equipment will be washed/rinsed at the site.
- ☐ Management is aware that if chemicals or petroleum liquids are stored at the site a spill response plan shall be prepared and placed in a location accessible to workers.

Other Safety and Environmental Protections

- ☐ This operation will store debris at the site. If so:
  - ☐ Management is aware that the site may be required by WA State to develop a cradle-to-grave manifest reporting system for debris associated with site operations.
- ☐ WA State regulations have identified that the harmful chemicals stored at this site present a risk to employees and an OSHA/WISHA employee protection plan is required.
- ☐ This facility requires respirators onsite and will provide respirator training and testing.
- ☐ Additional environmental and safety practices will be implemented at this site.
  If so, please describe: _____
  _____

MARIJUANA CHECK LIST FOR PROCESSORS, PRODUCERS AND RETAIL

POLICE:

Please contact the following person in the Police Department for the following issues:

a. Have you read and fully understand the site and lawful requirements in the law?
b. If the law allows will any of your staff be armed?
c. Will your product be locked in a safe bolted to the structure at the end of the business day and will the product be stored in a locked refrigeration at the end of the day?
d. Are you aware of and can you comply with the security provision set for the in the law?
e. Who is the point of contact ON SITE that has the immediate authority to act on behalf of the owner? Name and 2 phone number
f. Will there be staff on site overnight?
g. Can you live stream and retain web based video off site if there is a crisis (so a burglar can't simply remove the DVD or tape) and what will be the retention plan for video storage?
h. Have you prepared a traffic (vehicular and pedestrian foot traffic) mitigation plan to minimize the possible community impacts?
i. Do you have a security alarm installed in your facility and is it registered with the City?

PLANNING:

Please contact the following person in the Planning Department for the following issue:

a. Have you checked with the Planning Department on the proposed facility site to see if the site is in an acceptable4 zone?

FIRE:

Please contact the following person in the Fire Department for the following issues:

a. Do you have required permits for construction and electrical installations?
b. Do you have required permits for
c. quantities of hazardous materials (including fuels, compressed gasses and fertilizers)?
d. Is CO2 enhancement being used? If yes, an IF permit is required.
e. Do you have a plan for mitigation of noxious order? (It is the responsibility of the applicant to mitigate ALL odors outside of the occupancy)
f. Are solvents, flammable gases, compressed gases or other volatiles being used in processing? (Example: butane or alcohol for the extraction of oils). If yes, an IFC permit will be required. (All systems must be closed loop systems).
g. Does the building have sprinkler systems?
h. Is a commercial kitchen or oven being used?

PUBLIC WORKS:

Please contact the following person in the Public Works Department on the following issued:

a. What sustainable environmental practices do you intend to implement to help protect the community?
b. Do you have an employee protection plan and understand the OSHA/WISHA requirements to protect your employees and City inspectors from exposure of harmful chemicals that may be present in your operations? Respirators and required respirator training and annual testing may be required with some procedures involved in the marijuana industry.
c. What is your plan for debris management? Are you prepared to provide manifests of all debris (cradle to grave) documentation?
d. Are you prepared to develop a storm water site work plan (SSWP) to annually meet required storm water maintenance, proper chemical storage, spill response and containment materials and documentation requirements for private commercial storm water systems?
e. Do you plan on using fertilizers and pesticides?
f. Do you plan on growing marijuana and how so: hydroponic system or traditional soil system?
g. Have you checked with the City to assure your water/sewer plumbing is sufficient for your use?
h. Do you plan to discharge into the sewer system with your waste water?
i. If yes, do you have the required King County Industrial Discharge permit?
j. Are you aware that Kirkland does not allow macerators or grinders to grind and disperse materials into the sewers?
k. Do you understand the impacts of fats, oils, and grease (FOG) to the sewer lines? If needed, are you prepared to install FOG controls? Do you know the best management practices to reduce FOG impacts to the sewer lines?

ENVIRONMENTAL SERVICES DEPARTMENT
Business Operations Division
Pretreatment Source Control Plan Review for Marijuana Growers/Processors/Retailers

Objective: To provide a process for obtaining information from the regulated marijuana business community with respect to the City of Tacoma's Pretreatment Program, and to conduct a complete plan review for proposed marijuana businesses.

Citation: Tacoma Municipal Code Chapter 12.08 *Wastewater and Surface Water Management—Regulations and Rates*

Issues: To minimize the potential of emissions and discharges from marijuana businesses to deleteriously affect the City's wastewater treatment plants, collection system workers and the public.

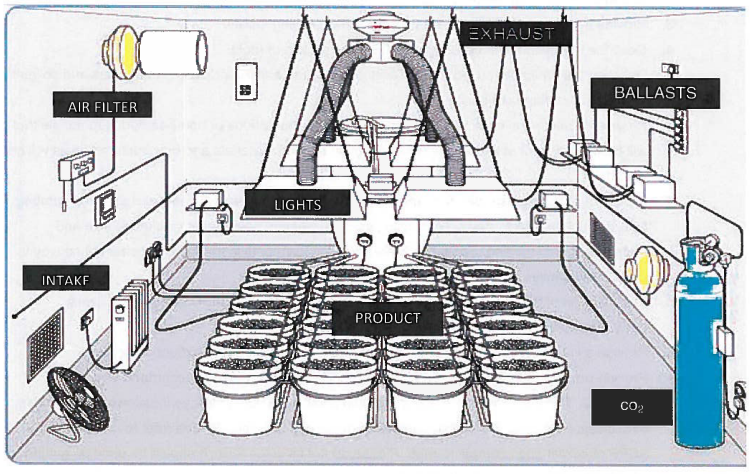
Plan Review Questions:

1. Provide a description of the categories of products and services to be offered by the business.
2. Provide a description of the operation including growing technique. Is it a hydroponics growing operation or will "soil" media be used?
3. Provide the approximate number of plants at the growing facility.
4. Describe the methods to be used to prevent the growth of mold.
5. Describe the equipment used for processing marijuana and the process, substances and solvents used for extracting marijuana.
6. Provide a description of all toxic, flammable, or other hazardous or non-hazardous materials that will be used or kept at the business, the location of such materials and how such materials will be stored.
7. Provide a plumbing riser diagram and schematic diagram showing all new and existing plumbing fixtures such as sinks, drains, floor sinks, grease retention devices etc., including size and materials of construction. Show how water draining from pots in the fruiting rooms will convey to the sanitary sewer.
8. Provide a list of the chemical Brand Names and their respective MSDSs for all fertilizers, pesticides and/or herbicides or CO_2 used in the grow operation.
9. Provide a list and the respective MSDSs for all solvents used in the extraction process.
10. Provide no later than final CO, an Accidental Spill Prevention Plan in accordance with TMC 12.08.230. The Plan should include a site plan showing building storage locations for pesticides, herbicides, fertilizers, CO_2, waste marijuana grind, and solvents. Please refer to the attached ASPP checklist and example format. Please do not fill in the form; it should be used as guidance in preparing an original, narrative Plan.

the property waste solvents will be stored. The Waste Disposal Plan should include practices for the disposal of wastewater, including any pretreatment proposed, all chemicals used, unusable product or off-spec product, and marijuana "grind".

12. Provide a scaled building site plan (separate from the Accidental Spill Prevention Plan) including property boundaries and abutting rights-of-way, showing any outdoor storage areas, the materials contained therein, and their respective quantities.
13. Describe any product packaging activities including but not limited to, injection into cartridges, vaporizers or other delivery systems. Include a description of these activities in the Accidental Spill Prevention Plan.
14. Describe the manner of maintaining records such as hazardous materials manifests, waste disposal system maintenance, grease retention device maintenance, etc.
15. Provide the names, addresses and contact information for business owners and managers who will be on-site during business hours.

March 26, 2014



INSPECTION CHECKLIST

MARIJUANA PRODUCING AND PROCESSING

2012 Seattle Fire Code

Date:_____

Inspector:_____

Address:_____

CLOSED LOOP EXTRACTION SYSTEMS **Butane, Heptane, Propane**

Mechanical ventilation adequate?	**Y**	**N**	
Exhaust/extractor interlocked?	**Y**	**N**	**N/A**
Detector/exhaust in place (requires Class I Division II electrical)	**Y**	**N**	**N/A**
All equipment spark-free ?	**Y**	**N**	
Cylinders secured?	**Y**	**N**	

OPEN EXTRACTION SYSTEMS **Ethanol, other flammable**

No open flames?	**Y**	**N**
Flammable vapor rated electrical (hot plates, ovens)	**Y**	**N**
Range hood present?	**Y**	**N**

CO-2 ENHANCEMENT **Furnace**

Detector interlocked to alarm?	**Y**	**N**
Auto shutoff present?	**Y**	**N**
Cylinders secured?	**Y**	**N**
Hard line plumbed properly?	**Y**	N
Properly mounted?	**Y**	**N**
Proper clearance from combustibles?	**Y**	**N**

CO-2 ENHANCEMENT Cylinder

High CO2 alarm?	Y	N
Cylinders secured?	Y	N
Plumbed properly?	Y	N

MISC

Permits needed: _____		N
Signs present/visible?	Y	N
Electrical service appear adequate?	Y	N
Proper use of electrical cords?	Y	N
Exits clear?	Y	N
Haz-mats properly stored?	Y	N
Combustibles in order?	Y	N
Fire-rated wall covering?	Y	N

Public Health
Seattle & King County

SEATTLE/KING COUNTY WASTE CHARACTERIZATION FORM

WC#_____

Please Type or Print in Ink **Initial _____** **Renewal _____** **Previous #_____**

A. WASTE GENERATOR

Company:_____ Phone #:_____

Contact:_____ E-mail:_____

WAD/EPA ID #:_____ Fax #:_____

Address of Waste Generation:_____ City:_____

Mailing Address:_____

City:_____ State:_____ ZIP:_____

Preferred Communication: ☐ Phone ☐ E-mail ☐ Fax ☐ Mail

APN _____

B. CONSULTANT (*If Applicable*)

Company:_____ Phone #:_____

Contact: _____ Fax #:_____

E-mail: _____

C. WASTE HAULER

Company:_____ Phone #:_____

Contact: _____ Fax #:_____

Mailing Address:_____

City:_____ State:_____ i ZIP:_____

Waste Packaging: ☐ Drum ☐ Bulk Solid ☐ Other:_____

D. WASTE STREAM INFORMATION

Name of Waste:_____

Process Generating Waste: _____

Annual Amount in pounds or tons:_____ Estimated Amount per Delivery:_____

Frequency of Disposal: ☐ One time only ☐ Weekly ☐ Monthly ☐ Other:_____

Special Handling Instructions/Supplemental Information: _____

_____

GENERIC CANNABIS BUSINESS PERMIT PROCESS

(The process in your jurisdiction may differ. Check with your local authorities for the appropriate process.)

START YOUR RESEARCH AT:	http://liq.wa.gov/mjlicense/mj_licensing_forms
CITY OR COUNTY WHERE YOUR BUSINESS WILL BE LOCATED	• CONFIRM THE ZONING/OCCUPANCY CLASSIFICATION OF THE SITE AND BUILDING. • APPLY FOR A PRE-APPLICATION REVIEW, IF APPLICABLE. • A PRE-APPLICATION REVIEW HELPS TO DETERMINE WHAT PERMITS WILL BE NECESSARY AND THE PERMIT REVIEW TIMELINES YOU SHOULD EXPECT. • DETERMINE WHAT PERMITS AND APPROVALS WILL BE NECESSARY. • APPLY FOR BUSINESS LICENSE.
OUTSIDE AGENCY (REVIEW / PERMITTING)	• FIRE DEPARTMENT OR FIRE DISTRICT • YOUR LOCAL CLEAN AIR AGENCY • YOUR COUNTY HEALTH DISTRICT • LOCAL WATER AND SEWER PURVEYOR • IF YOUR SITE IS SERVED BY A WELL OR SEPTIC SYSTEM, YOU WILL ALSO NEED TO CONTACT WASHINGTON STATE DEPARTMENT OF HEALTH
PERMIT APPLICATION (IF APPLICABLE)	• PREPARE MATERIALS FOR PERMIT APPLICATIONS. • APPLY FOR, AND OBTAIN, NECESSARY PERMITS. • ARRANGE FOR BUSINESS SERVICES SUCH AS WASTE DISPOSAL (ON COMMERCIAL ACCOUNTS
PERFORM WORK / GET INSPECTIONS	• CAREFULLY COORDINATE YOUR CONTRACTORS' SCHEDULES SO THAT INSPECTIONS OCCUR AT PROPER INTERVALS. • KEEP PERMIT AND INSPECTION RECORDS IN A SAFE PLACE ON THE JOB SITE SO THAT THEY'RE AVAILABLE FOR REFERENCE.
FINAL INSPECTION(S)	• CONFIRM THAT ALL FINAL INSPECTIONS ARE COMPLETE AND APPROVED; THEN, • REQUEST A CERTIFICATE OF OCCUPANCY FROM THE CITY OR COUNTY PERMITTING OFFICE (IF APPLICABLE). • IF A CERTIFICATE OF OCCUPANCY IS NOT APPLICABLE TO YOUR PROJECT, RETAIN THE INSPECTION RECORDS INDICATING FINAL INSPECTION APPROVAL(S) IN A SAFE PLACE

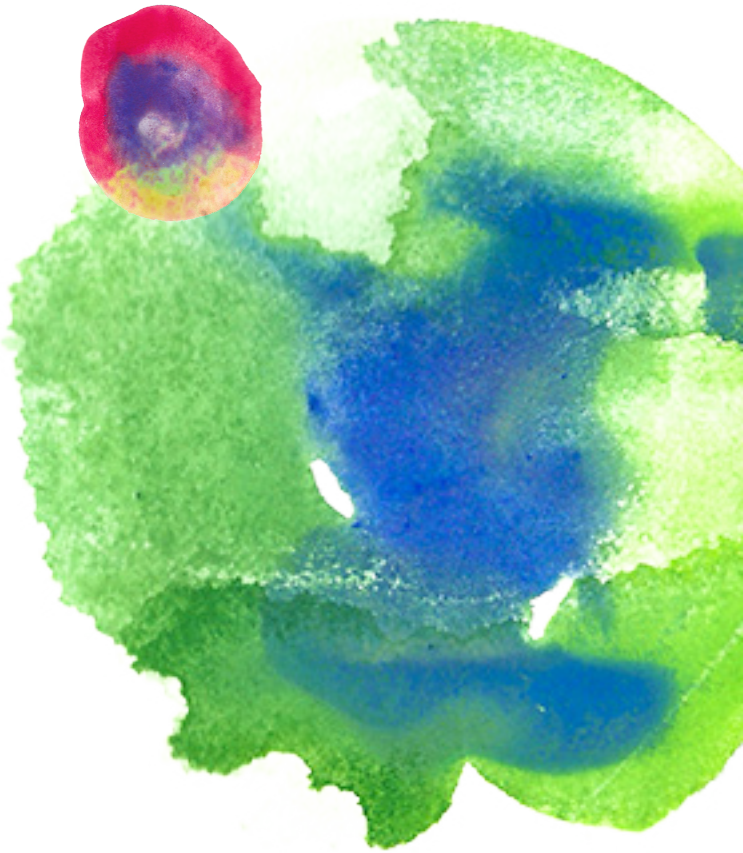
OPEN FOR BUSINESS! AND REMEMBER...	• ANNUAL FIRE DEPARTMENT BUSINESS INSPECTIONS. • OPERATIONAL PERMITS FOR PROCESSING EQUIPMENT, CO2, ETC. • BUSINESS LICENSE RENEWALS. • WA STATE DEPARTMENT OF LABOR & INDUSTRIES FOR WORKER SAFETY AND INDUSTRIAL INSURANCE FOR EMPLOYEES. • WA STATE DEPARTMENT OF ECOLOGY FOR DANGEROUS WASTE ANNUAL REPORTS. • LOCAL HAZARDOUS WASTE MANAGEMENT PROGRAM IN KING COUNTY FOR TECHNICAL ASSISTANCE WITH WASTE MANAGEMENT. • KEEP COMPLETE RECORDS OF PERMITS, INSPECTIONS, WASTE MANIFESTS AND RECEIPTS IN A SECURE LOCATION ON SITE SO THAT YOU HAVE DOCUMENTATION AVAILABLE UPON REQUEST FROM INSPECTORS AND AGENCY REPRESENTATIVES.

FOR CONTACT INFORMATION, PLEASE REFER TO THE RESOURCES SECTION IN THIS DOCUMENT.

Flow diagram created 5/2015 by the Spokane County Regulatory Partners Group
Updated 8/2015 by the IRAC Marijuana Regulatory Guidance Workgroup

Regulatory Guidance for Cannabis Operations

Version2.0



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Alternate Formats Available
Voice: 206-263-3050 or TTY Relay: 711

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