



## CCAP Modifications to Premises / Equipment

**For physical modifications to a permitted premises, please talk to our Building Division first.** They will let you know if you need a building permit. The building permit process is in addition to obtaining approval for changes to your cannabis permit. If a building permit is required, you will need your building permit number for this form.

**For modifications to cannabis activity locations within a permitted premises** (like switching activities between suites), please provide the information requested below. An inspection may be required. **To change the location of operations**, contact Susan at [sdiehlmccarthy@cityofarcata.org](mailto:sdiehlmccarthy@cityofarcata.org) or call 707-825-2168 to discuss.

Please submit your request to allow sufficient time for review and possible inspections. Note that any inspections relating to a building permit are a separate process.

CCAP Number(s) \_\_\_\_\_

Building Permit Number (if required) \_\_\_\_\_

Site Plan -- Show existing premises and proposed changes

Site Plan -- New Premises -- Site and building plans showing new location and building layout

Written Description of Modifications and Update to Operating Plan, if appropriate

New Equipment -- Provide UL Listing or independent review by a qualified engineer

New Premises -- Update operations plan and security plan

*For City Use:*

Date Submitted \_\_\_\_\_

Accepted by \_\_\_\_\_

Approval Date \_\_\_\_\_

Action Taken \_\_\_\_\_

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