Industrial Hemp Cultivation Appliation

Pre - Compliance Checklist and Authorization to Operate

FILING FEE: Initial $750.00 Renewal $500.00

(NOTE: other fees may be applicable)

DEPARTMENT OF AGRICULTURE
335 North Main St.
Alturas, CA 96101
(530) 233 - 6401 www.countyofmodoc.gov

Form must be typed or printed clearly in black or blue ink. All applicable sections must be completed in full.
This application consists of two pages; only attach additional sheets if necessary. FILE NO. _____

The purpose of this form is to coordinate the processing of proposals to cultivate industrial hemp between the Planning and Building Services Department, Sheriff Department, and Agricultural Commissioner, each of which is involved in the consideration of such proposals. The Authorization to Operate is not valid until endorsed by said Departments (see second page). Authorization to Operate form is required annually.

More detailed instructions for the completion and processing of this form can be found on the second page of this form.

Property Owner/s	**Property Owner/s**
Name:	Name:
Mailing Address:	Mailing Address:
City, ST, Zip:	City, ST, Zip:
Telephone: Fax:	Telephone: Fax:
Email:	Email:

Hemp Cultivator/Applicant*	**Agent (Land Surveyor/Engineer/Consultant)**
Same as above: ☐	Correspondence also sent to: ☐
Name:	Name:
Mailing Address:	Mailing Address:
City, ST, Zip:	City, ST, Zip:
Telephone: Fax:	Telephone: Fax:
Email:	Email: License #:

Project Address or Specific Location:			
Deed Reference: Book:	Page:	Year:	Doc#:
Zoning:		**General Plan Designation:**	
Parcel Size (acreage):		Section: Township:	Range:
Acres proposed for cultivation:		**Will Cultivation be indoors:** Yes_____ No_____	
Plot Plan Attached: Yes_____ No_____		If yes, provide details and show on plot plan	

Assessor's Parcel Number(s):	- -	- -	- -
- -	- -	- -	- -

SIGNATURE OF PROPERTY OWNER(S): I HEREBY ACKNOWLEDGE THAT: I have read this application and state that the information given is both true and correct to the best of my knowledge. I agree to comply with all County ordinances and State laws concerning this application.	***SIGNATURE OF APPLICANT/AUTHORIZED AGENT** (Representative may sign application on behalf of the applicant or property owner only if Letter of Authorization from the owner/s is provided).
Date:	Date:
Date:	Date:

Industrial Hemp - Pre-Compliance Checklist and Authorization to Operate FILE NO. _____

Once all pertinent requirements have been met, this form will be signed by the Departments identified below.

MODOC COUNTY PLANNING AND BUILDING SERVICES:

o Appropriate Zoning District Confirmed:

o Approved Use Permits:

o Meets Setback Requirements: The cultivation of hemp must be no less than three hundred feet from any boundary line of the parcel. The setback can be waived if the neighbor and cultivator have a written agreement to have all or a portion of the three-hundred-foot setback on the neighbor's parcel. Such agreements are subject to approval and inspection by the agricultural commissioner. Notwithstanding any agreement, the entire setback of three hundred feet must be met.

o Plot Plan Adequate:

This application meets all requirements of Modoc County Ordnance # 359:

Signature of Authorized Official: _____Date:_____

MODOC COUNTY SHERIFF DEPARTMENT:

The applicant has successfully passed a background check:

Signature of Authorized Official: _____Date:_____

MODOC COUNTY AGRICULTURAL COMMISSIONER:

The applicant has successfully met any and all additional requirements, including but not limited to registration, and cultivation of industrial hemp, as proposed herein, is authorized:

Signature of Authorized Official: _____Date:_____

CODE COMPLIANCE: In order to avoid code enforcement actions against the cultivator and/or property owner due to the cultivation of hemp as approved herein, a copy of this fully executed form, with the associated plot plan, must be submitted to the Planning and Building Services Department by person or mail delivery to 203 W. 4th St, Alturas, CA 96101

Agricultural Commissioner Office Initial: _____

Form Instructions:

Step 1.
Complete the applicable portion of this form (first page) and submit said form together with a plot plan (see example) to the **Planning and Building Services Department, at the address 203 W. 4t St., Alturas, Ca 96101.** The Planning and Building Services Department will complete the applicable portion of the form. The Planning and Building Services requires a Special Use Permit.

If the proposed cultivation meets all requirements of the Agricultural Exclusive (AE) Zone, see chapter 18.18 of the Modoc County Municipal Code or Agriculture General (AG) see chapter 18.24 of the Modoc County Municipal Code authorized personnel from the Planning and Building Services Department will sign the form. The form will then be returned to the applicant/cultivator/property owner for further processing.

Step 2.
A background check by the Modoc County Sheriffs Department must be performed and passed. **Sheriff Office address 102 South Court St., Alturas, Ca 96101.**

Step 3.
After successfully completing steps 1 and 2, the applicant/cultivator/property owner will be directed to contact the Modoc County Agricultural Commissioner for submittal of this form and any additional information that may be required.

Step 4.
The proposed cultivator is responsible for providing this fully executed form to the Planning and Building Services Department prior to any cultivation of industrial hemp, so as to avoid possible code enforcement action by said Department.