



Jefferson County Planning Division
 PO Box 100
 Hillsboro, MO 63050
 Phone: 636-797-5580
 Fax: 636-797-5598
 www.jeffcomo.org

DEVELOPMENT PLAN APPLICATION
Medical Marijuana Cultivation Facility

Development Name _____
 Location _____
 Parcel Number(s) _____

File No. _____ Date _____

Developer/Applicant's Name _____
 Address _____
 Phone _____
 Email _____

Design Professional _____
 Address _____
 Phone _____
 Email _____

Date of Pre-application Meeting _____

Existing Zone District _____ Proposed Zone District _____ Uses _____

No. of Lots _____ Acres _____ Acres to be Rezoned _____

Township _____ Council District _____ Proof of Ownership _____

Development Plan Accepted Yes No Trip Generation _____

P&Z Meeting Date _____ @ 6:30 PM C. C. Meeting Date _____ @ 6:30 PM

Modifications*: _____
*Modifications not properly requested and identified will not be considered and may result in a recommendation of denial based on the development plan not meeting minimum UDO requirements.

Filing Fees

\$500.00 Development Plan Filing Fee

\$ _____ Mailing Fee (# of Notifications* _____ x \$2.00)
* All Property Owners within 600 feet

\$ _____ Total (Due at time plan received)

Check No. _____
 Receipt No. _____

Applicant's Signature _____ Date _____

Planner's Signature _____ Date _____

APPLICATION DISCLAIMER

File No. _____

I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the above items are required for my application to be considered complete and for it to be scheduled on the agenda for the Planning and Zoning Commission and the County Commission.

Applicant's Signature

Date

.....

I, _____, am the owner of the attached referenced property and do hereby give my permission to _____ to be my agent and represent me in requesting a Zone Change, Conditional Use, or Development Plan approval for that property. I have read the attached information regarding the property and find it to be correct.

Owner's Signature

Date

DEVELOPMENT PLAN CHECKLIST

- _____ 1. Name of the development and date submitted;
- _____ 2. North arrow, and scale not to exceed 1:100;
- _____ 3. Parcel numbers of the property;
- _____ 4. Small key map with north arrow indicating the location of the property within the County;
- _____ 5. Name, address and telephone number of the applicant and the name, address and telephone number of the landowner if different than the applicant;
- _____ 6. Name, address and telephone number of the certified professional who prepared, or is responsible for preparing, the plan. When a development plan is required and the petitioner is proposing a land use in an existing building or expanding the existing building by either fifty (50) percent or three thousand (3,000) square feet, whichever is more restrictive, the development plan does not need to be submitted by a certified professional;
- _____ 7. Property lines with distances and bearings;
- _____ 8. Any land areas within the floodway and 100-year floodplain, from the FEMA maps or better, on and within two hundred (200) feet of the site;
- _____ 9. Existing grades or contours, from the USGS maps or other maps available to the applicant with the most detail for the area or better, for the entire site and within two hundred (200) feet of the site;
- _____ 10. Identify all existing lots, buildings and structures, public and private rights-of-way, access drives, utility and roadway easements, wet or wet-weather watercourses, and other significant physical features for the entire site and within two hundred (200) feet of the site;
- _____ 11. Approximate location, dimension and area in square feet of all proposed buildings, structures, and lot arrangements, wherever applicable;
- _____ 12. Proposed general uses of all buildings, structures and lots, whenever applicable, if known;
- _____ 13. Approximate location of proposed streets;

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- _____ 14. Approximate location of proposed roadway and utility easements;
- _____ 15. Approximate location and dimension of all parking areas, drives, sidewalks/pedestrian ways;
- _____ 16. Common open space and other amenities as contained in Article VII;
- _____ 17. Proposed maximum number of units, density, lot sizes and type (s) of uses;
- _____ 18. Location, massing and pattern of existing and proposed screening, buffering and landscaping as described in Article XIV of the UDO;
- _____ 19. A phasing plan, if known. The applicant may modify the phasing plan at its sole discretion, provided however, the County is promptly notified of such modifications;
- _____ 20. Modifications, if requested shall be identified on **both** the development plan and this Application. A statement explaining the need for modification of the applicable zoning district regulations, if any, as such modification is permitted pursuant to Section 400.1390 of the UDO, shall be submitted in support of the application for the development plan approval. **Modifications not properly requested and identified will not be considered and may result in a recommendation of denial based on the development plan not meeting minimum UDO requirements.**

Special Submittal Requirements for Medical Marijuana Cultivation Facilities.*

- ___1. The legal name of the Facility [400.3345(B)(1)];
- ___2. A copy of the operating procedures for the Facility [400.3345(B)(2)];
- ___3. Proof that the Medical Marijuana Facility has been licensed by the State of Missouri [400.3345(B)(3)];
- ___4. A floor plan showing the location, dimensions and type of security measures to be employed by the Medical Marijuana Facility [400.3345(B)(4)];
- ___5. A certification from the Jefferson County Department of the Sheriff stating that the applicant has met with the Sheriff or designee and that the Department of the Sheriff has approved of the security plan to be employed by the Medical Marijuana Facility and has approved the use and licensure of all security personnel required by this Code and the Jefferson County Department of the Sheriff [400.3345(B)(5)];
- ___6. A certification from the local Fire District stating that the Medical Marijuana Facility complies with all local codes of that District [400.3345(B)(6)]; and
- ___7. A survey demonstrating compliance with all setbacks and locational restrictions required by the UDO [400.3345(B)(7)].

Criteria for considering applications.

In considering any application for any rezoning, conditional use permit, conceptual development plan, or preliminary development plan, the Planning Commission and the County Council may give consideration to the criteria stated below; to the extent they are pertinent to the particular application. The Planning Commission and County Council may also consider other factors that may be relevant to a particular application.

1. The character of the neighborhood.
2. The existing and any proposed zoning and uses of adjacent properties, and the extent to which the proposed use is compatible with the adjacent zoning and uses.
3. The extent to which the proposed use facilitates the adequate provision of transportation, water, sewerage, schools, parks and other public requirements.
4. The suitability of the property for the uses to which it has been restricted under the applicable zoning district regulations.
5. The length of time, if any, the property has remained vacant as zoned.
6. The extent to which the proposed use will negatively affect the character of the property and neighboring property.
7. The extent to which the proposed use will seriously injure the appropriate use of, or detrimentally affect, neighboring property.
8. The extent to which the proposed use will adversely affect the capacity or safety of the portions of the street network impacted by the use, or present parking problems in the vicinity of the property.
9. The extent to which the proposed use will address and conserve the natural resources of the site, effectively manage storm water runoff, and prevent air, water, and noise pollution and conserve habitat.
10. The impact the proposed use has on achieving the goal of economic diversity in the community.
11. The ability of the applicant to satisfy any requirements applicable to the specific use imposed pursuant to this UDO.

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12. The extent to which public facilities and services are available and adequate to meet the demand for facilities and services generated by the proposed use.
13. The gain, if any, to the public health, safety and welfare due to approval of the application as compared to the hardship imposed upon the landowner, if any, as a result of denial of the application.
14. The conformance of the proposed use to the Official Master Plan and other adopted planning policies.
15. The analysis by professional staff.

The following special conditions are required for Medical Marijuana Cultivation Facilities:*

1. The property must be zoned PC, PB, or PI. All cultivation must occur indoors in these zone districts. [400.3350(A)]
2. Site Development approval is required prior to commencement of use. [400.3345(A)(2)]
3. The Medical Marijuana Cultivation Facility shall comply with all relevant zone district height, area, design and setback requirements. [400.3345(A)(15)]
4. The Medical Marijuana Cultivation Facility shall not be located within one thousand (1,000) feet of any then-existing: elementary or secondary school, child day-care center, church or place of worship or public park. [400.3345(A)(15)]
5. The Medical Marijuana Cultivation Facility shall comply with regulations issued by the Department of Health and Senior Services for Medical Marijuana Facilities and/or the State of Missouri. If State requirements are more restrictive than Jefferson County requirements, the State requirements applies. [400.3345(A)(1)]
6. The Medical Marijuana Cultivation Facility shall be monitored at all times by a closed-circuit television for security purposes. The camera and recording system shall be of adequate quality, color rendition and resolution to allow the ready identification of any individual committing a crime anywhere on or adjacent to the facility. The recordings shall be maintained for a period of not less than ninety (90) days and shall be made available to law enforcement upon request. [400.3345(A)(3)]
7. The Medical Marijuana Cultivation Facility shall have a fireproof vault or safe that is incorporated into and securely attached to the building structure for the purpose of securely storing cash. [400.3345(A)(4)]
8. The Medical Marijuana Cultivation Facility shall have an adequate fire protected and secure room for storing any processed marijuana products. [400.3345(A)(4)]
9. The Medical Marijuana Cultivation Facility shall have a fire and burglar alarm system. [400.3345(A)(5)]
10. Exterior building, lighting and parking areas of the Medical Marijuana Cultivation Facility shall be equipped with lighting fixtures of sufficient intensity to illuminate all interior areas of the lot with an illumination of not less than 1.5 foot-candles evenly distributed as measured at floor level. Light fixtures shall be turned on from dusk to dawn. [400.3345(A)(6)]
11. The Medical Marijuana Cultivation Facility shall not use any equipment or process that creates noise, dust, vibration, glare, fumes, odors or electrical interference detectable to the normal senses beyond the property boundary so as to create a Public Nuisance as defined by the Code or Ordinances of Jefferson County or Missouri State law. [400.3345(A)(7)]
12. No person shall dispose of marijuana or marijuana-infused products in an unsecured waste receptacle not in possession and control of the licensee. [400.3345(A)(8)]

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13. The Medical Marijuana Cultivation Facility shall have an armed security guard on the premises at all times. All security guards shall be licensed by the Jefferson County Department of the Sheriff. [400.3345(A)(9); 400.3345(B)(5)]
14. The Medical Marijuana Cultivation Facility shall display its state issued license on the interior of the facility, visible to the public, at all times. [400.3345(A)(10)]
15. Medical Marijuana Cultivation Facility shall not allow on-site consumption of marijuana, marijuana-infused products or other intoxicants on the premises at any given time. [400.3345(A)(11)]
16. The Medical Marijuana Cultivation Facility shall not have outdoor seating areas other than break areas for employees of the facility. [400.3345(A)(12)]
17. The Medical Marijuana Cultivation Facility shall not have a sign. [400.3345(A)(13)]
18. All cultivation (except RA5), drying, curing and storage of medical marijuana at a Medical Marijuana Cultivation Facility shall take place inside a completely enclosed permanent building with controlled access and shall not be located in a trailer, overseas or shipping container, or motor vehicle. [400.3345(A)(14); 400.3345(A)(16); 400.3350(A)(2)(a)]
19. No sales of Medical Marijuana may occur at a Medical Marijuana Cultivation Facility, other than to a fully licensed and permitted Medical Marijuana Dispensary, Infusion Manufacturing Facility or Medical Marijuana Transportation Facility, Distribution of Medical Marijuana may occur between facilities so long as it is entered into the State-wide Track and Trace System. [400.3350(A)(2)(b)]
20. All operations and all storage of materials, products, or equipment shall be within a fully secured area. [400.3345(A)(14); 400.3350(A)(2)(c)]

***For a complete list of all requirements for Medical Marijuana Facilities, please consult Sections 400.3345-400.3350 of the Code of Ordinances of Jefferson County, Missouri.**