



**SKYLINE FARMS, LLC.  
OPERATIONS MANUAL  
HUMBOLDT COUNTY, CA**

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**PROPOSED MEDICAL CANNABIS  
CULTIVATION FACILITIES**

PREPARED FOR:



August 2017

**Cultivation and Operations Manual  
For  
Skyline Farms, LLC.**

APPS# 11718 / APN 220-312-002  
APPS# 11719 / APN 222-163-001

**Proposed Medical Cannabis Cultivation Facilities**

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August 2017

Updated on April 2018

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OPERATIONS MANUAL  
SKYLINE FARMS, LLC.

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**TABLE OF CONTENTS**

1. PROJECT SUMMARY .....	1-1
1.1. Project Narrative .....	1-1
1.2. State and Local Compliance.....	1-1
1.3. Authorization for County Of Humboldt Staff.....	1-2
2. OPERATIONS PLAN .....	2-1
2.1. Water Supply and Water Use .....	2-1
2.2. Site Drainage, Runoff and Erosion Control.....	2-1
2.3. Watershed and Habitat Protection .....	2-1
2.4. Use and Storage of Regulated Products .....	2-1
2.5. Waste Management Plan .....	2-2
2.6. Employment Plan.....	2-2
2.7. Cultivation Plan.....	2-4
2.8. Processing Plan .....	2-8
2.9. Security Plan .....	2-11
2.10. Transportation and Distribution Plan .....	2-11
3. RESOURCES.....	3-12

**ATTACHMENTS**

- Appendix A: Personnel Acknowledgement Form
- Appendix B: Site Plan, Floor Plans and Elevations
- Appendix C: Pesticide Storage, Handling and Application Plan
- Appendix D: Emergency Procedures and Contact Information
- Appendix E: Generator Specifications

## 1. PROJECT SUMMARY

### 1.1. PROJECT NARRATIVE

The Skyline Farms, LLC (SFL) is applying for a zoning clearance certificate for 5,000 square feet (sf) of existing outdoor cultivation on APN 222-163-001 and a conditional use permit for 20,065 sf of existing outdoor medical cannabis cultivation located on Assessor Parcel Number (APN) 220-312-002, near the community of Redway. The cultivation facilities are within the County of Humboldt's (County) Agriculture Exclusive (AE) zone and share common infrastructure including water storage, drying, and processing facilities.

UPDATE: On APN 222-312-002 the County issued a Zoning Clearance for Interim Permit for 15,500 (not 20,065 as applied for) however, after measuring the existing garden on the ground the square footage was determined to be 10,000 sq ft in the one existing garden location. The applicant would like to amend square footage to accurately reflect the 10,000 sq. ft total and keep the garden location as is without any consolidation or RRR.

On APN 222-163-001, existing improvements consists of a yurt residence and office and an 8'x20' shop building. The existing shop building is to be used for drying and curing of medical cannabis cultivated on APN 222-163-001 and the adjacent parcel (220-312-002).

An existing 8' by 9' shed located near the cultivation area on APN 220-312-002 is used for storage of nutrients.

On APN 220-312-002, existing cultivation is split in two separate locations.. All cultivation activity would fall within an area zoned AE (Agriculture Exclusive) and meet the required setbacks upon classification of surrounding streams and drainages. Per the Humboldt County Zoning Regulations, areas zoned AE are fertile areas where agriculture is and should be the desirable predominant use.

Permits for the proposed medical cannabis cultivation activity will be obtained from all jurisdictional government entities.

### 1.2. STATE AND LOCAL COMPLIANCE

#### 1.2.1. STATE OF CALIFORNIA COMMERCIAL CANNABIS ACTIVITY LICENSE

SFL will obtain a Commercial Cannabis Activity license from the State of California as soon as such license becomes available.

UPDATE: A Temporary Cannabis Cultivation License was issued by the State of California for parcel 220-163-001 (TML 18-000183). The Temporary Cannabis Cultivation License application for parcel 220-312-002 was submitted on (DATE?). A Cannabis Transport License was applied for on....

#### 1.2.2. STATE WATER RESOURCES CONTROL BOARD

The primary water source on the property is from rain catchment systems. An existing pond on the neighboring parcel is a secondary source of water for Domestic Use only Of which, an initial statement of diversion and use (S024982) and Domestic Use Permit (D032341) has been filed for the neighboring pond The water tanks have rainwater catchment roofs. Each building also has gutters that lead into a tank, that is pumped to a larger tank on the property. The applicant is currently evaluating options which include continuing to practicing rainwater catchment and building a new pond onsite to store an additional 317,000 gallons of water. Applicant is also in process of drilling a

well, feasibility still to be determined. The proposed pond has a draft designed but construction is pending the required approval and permits from Humboldt County Building Department (submitted in August 2016).

UPDATE: In May 2018, applicant has purchased two (2) additional 20,000 gallon water bladders due to not having the permit to move forward with rainwater pond for cannabis irrigation

#### **1.2.3. NORTH COAST REGIONAL WATER QUALITY CONTROL BOARD**

SFL is enrolled with the North Coast Regional Water Quality Control Board (NCRWQCB) for coverage under Tier 2 of Order No. 2015-0023 *Waiver of Waste Discharge Requirements and General Water Quality Certification for Discharge of Waste Resulting from Cannabis Cultivation and Associated Activities or Operations with Similar Environmental Effects in the North Coast Region* (WDID: 1B170961CHUM).

#### **1.2.4. HUMBOLDT COUNTY BUILDING DEPARTMENT**

Building permits will be obtained from the Humboldt County Building Department for all existing structures, proposed structures and supporting infrastructure (including septic systems) and grading activity upon approval of the use permit. Septic Permit was received from the Department of Health & Human Services (#41410) and septic is in process of being installed, completion date June 1<sup>st</sup>.

#### **1.2.5. CAL FIRE**

Developed areas are located outside of areas zoned for Timber Production (TPZ).

#### **1.2.6. CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE**

A Lake and Streambed Alteration Agreement (LSAA) has been obtained from the Department of Fish and Wildlife (DFW) as part of this process (LSA Notification No: 1600-2018-0091-R1.).

### **1.3. AUTHORIZATION FOR COUNTY OF HUMBOLDT STAFF**

Per the County of Humboldt's *Commercial Medical Marijuana Land Use Ordinance No. 2544* (CMMLUO) §314-55.4, the *Skyline Farms, LLC Operations Manual* contains the required information for operating medical marijuana cultivation facilities within the limits of the County of Humboldt. The operations detailed in the manual follow the operating standards described in CMMLUO §§314-55.4.10 and 314-55.4.11.

The Skyline Farms, LLC is committed to maintaining all necessary permits. Staff at the SFL is required to adhere to the *Skyline Farms, LLC Cultivation and Operations Manual* to ensure compliance with state and local regulations (see Attachment A – *Personnel Acknowledgement Form*). Through this application, the applicant authorizes the County of Humboldt, its agents and employees, to seek verification of the information contained with this application, including verification of the operations as described in the *Skyline Farms, LLC Cultivation and Operations Manual*.

Skyline Farms, LLC consents for onsite inspection of the parcel by County officials at a prearranged date and time in consultation with the applicant prior to issuance of any permit and once annually thereafter. SFL acknowledges that the County reserves the right to reduce the size of the area allowed for cultivation in the event that environmental conditions, such as sustained drought or low flows in the watershed, will not support diversions for irrigation. SFL also acknowledges that the County reserves the right to engage with local Tribes before consenting to issuance of any permit, if the cultivation operations.

## 2. OPERATIONS PLAN

### 2.1. WATER SUPPLY AND WATER USE

SFL is exploring several options to meet cannabis irrigation demands.

The existing water source for irrigation and domestic use is from rainwater catchment. The shop building and one of the cabins on APN 220-163-001 have gutters connecting to water tanks which are then plumbed to fill the other hard storage tanks on the parcel (approximately six 5,000 gallon, and five 2,500 gallon tanks). An existing rain catchment pond is located on APN 222-163-001 has a capacity of approximately 30,000 gallons. An existing rain catchment water tank is also located on the parcel with capacity to store approximately 25,000 gallons. A total of 97,500 gallons of storage is located on the parcel.

A 317,000 gallon rainwater catchment pond is proposed. Applicant submitted pond permit in August 2016 and construction is pending approval from Humboldt County Planning & Building on APN 222-163-002.

UPDATE: May 2018, due the delay for approval of rainwater catchment pond, applicant purchased two additional 20,000 gallon water bladders increasing total storage to 137,500 gallons. Applicant is also in process of exploring the feasibility of a well. Once the new pond is approved the total storage will be 454,500 gallons.

Refer to section 2.7.2 for a summary of irrigation practices.

### 2.2. SITE DRAINAGE, RUNOFF AND EROSION CONTROL

Refer to the Water Resources Protection Plan for descriptions of the site drainage and runoff and erosion control measures.

### 2.3. WATERSHED AND HABITAT PROTECTION

Refer to the Water Resources Protection Plan for descriptions of watershed protection measures.

### 2.4. USE AND STORAGE OF REGULATED PRODUCTS

The State of California Agricultural Department as well as the Humboldt County Agricultural Department recognize the need for use of pesticides and fungicides. SFL will employ best management practices when storing, handling, mixing, application and disposal of all pesticides/fungicides. SFL will also engage in the use of pesticides and fungicides that have been approved by state or county agricultural departments, ordinances and initiatives.

SFL will follow required regulations in the storing, handling, mixing, application and disposal of any and all pesticides. The Agent In Charge will hold a State of California Agricultural Department Private Pesticide Applicators License issued through the Humboldt County Agricultural Department. Training of employees in the storing, handling, mixing, application, disposal and emergency spill containment and clean up procedure will be sole responsibility of the Agent in Charge as the holder of the Private Pesticide Applicators License.

All nutrients, pesticides and fungicides will be stored in accordance with manufactures instructions. In addition, at any place where pesticide/fungicide are to be stored, handled, mixed, applied or disposed, SFL will provide saline eye wash stations, emergency containment, and clean up kits as prescribed in the State of California Agricultural Department Pesticide Applicators License handbook (see Appendix D - *Pesticide Storage, Handling and Application Plan* and *Water Resources Protection*

Plan for detailed descriptions of practices). Nutrients used include 180 lbs of chicken compost, 90 lbs of earthworm, castings, 50 lbs of bat guano, 100 lbs of bone meal, 100 lbs of glacial rock dust, 100 lbs of green sand, 100 lbs of kelp meal, and 90 lbs of liquid organic fertilizer and are applied in spring.

Gasoline fuel for on-site power generators and heating will be stored in approved tanks with secondary containment. A total of 20 gallons of gasoline fuel will be stored in four (4) 5 gallon gas cans with spill proof dispenser, stored in leak proof plastic totes in the garage. .

Propane fuel is stored in a 250 gallon tank which will be properly anchored and secured. Propane is used for cooking and heat within the home and for heaters within the garage. .

Simple Green and rubbing alcohol (approximately 1 gallon of each) are stored within the garage.

Generator maintenance including motor oil and coolant changes will be performed on site. Oil and coolant are purchased and used when needed, not stored on site.

SFL will enroll with the Humboldt County Environmental Health Department (HCEHD) as the Certified Unified Program Agency and will comply with HCEHD's inventory reporting and response plan requirements.

A copy of the Operations Plan will be kept on site by the Agent in Charge and will contain all material safety data sheets for all regulated products used on site (MSDS).

## **2.5. WASTE MANAGEMENT PLAN**

### **2.5.1. SOLID WASTE MANAGEMENT**

Covered waste and recycling bins will be located adjacent to the yurt and each cabin.

Waste is removed from the property every week and is transported to Redway transfer station.

UPDATE: SFL uses organic farming perma-culture practices that build the soil every year, thus not having stockpiles of spent soil. In the case of soil disposal any spent soil will be stockpiled in a depressed stockpile area to prevent erosion and will be leached and re-used the following season

### **2.5.2. . WASTEWATER MANAGEMENT**

On-site wastewater treatment will be achieved with septic systems for the existing yurt and 2 additional residences. The existing processing building will be improved with a toilet for employee use.

The septic system for the processing building will be designed to accommodate 6 employees which occurs during the processing season. During the rest of the year, there will be a peak of approximately 6 employees.

Restroom access will be available for all employees at the existing processing building which is located 500 feet from the proposed cultivation areas.

## **2.6. EMPLOYMENT PLAN**

### **2.6.1. ALATORRE-ZENOVICH-DUNLAP-BERMAN AGRICULTURAL LABOR RELATIONS ACT STATEMENT**

Skyline Farms, LLC is an "agricultural employer" as defined in the Alatorre-Zenovich-Dunlap-Berman Agricultural Labor Relations Act of 1975 (Part 3.5 (commencing with Section 1140) of Division 2 of the Labor Code), to the extent not prohibited by law.



### 2.6.2. CALIFORNIA AGRICULTURAL EMPLOYER COMPLIANCE

SFL and management will comply with all applicable federal, state and local laws and regulations governing California Agricultural Employers.

### 2.6.3. JOB DESCRIPTIONS AND EMPLOYEE SUMMARY

- *Agent in Charge*: Oversight and management of the entire facility. Responsibilities will include but not be limited to: personnel, records keeping, budget, and liaison with State and County inspectors as needed.
- *Lead Cultivator*: Oversight and management of the day to day cultivation of medical cannabis. This will include but not be limited to: irrigation, fertilization, pesticide management and harvest.
- *Assistant Cultivator / Processing Manager*: The person will support the responsibilities of the Lead Cultivator. Mainly, the *Assistant Cultivator/ Processing Manager* will assist the *Lead Cultivator* in his/her day to day duties as well as take the Lead Role during times when the *Lead Cultivator* may be off site. During harvests, the *Assistant Cultivator / Processing Manager* duties will switch to oversight and management of the processing the dried/cured medical cannabis.
- *Seasonal Labor*: This position is temporary and employee count will vary based on the needs of the farm during the cultivation, harvest and processing seasons.

The *Agent in Charge* is a principal for the Skyline Farms, LLC. In addition to the *Agent in Charge* and *Lead Cultivator*, SFL intends to employ (1) full time Assistant Cultivator/Processing Manager, and up to three (3) labor positions. A peak of 6 employees during the harvest and processing seasons are expected.

All SFL employees will be required to wear an SFL -issued photo ID badge at all times while working at the cultivation site. They will be required to read the SFL Operating Manual along with the SFL Employee Handbook. They will also be required to sign and date a form acknowledging they have read and understand its contents (see Attachment A – *Personnel Acknowledgement Form*).

The *Agent in Charge* will meet with the *Lead Cultivator* and the *Assistant Cultivator and Processing Manager* daily to discuss any pending internal issues relating to day to day operations as well as discuss any upcoming schedule needs. Each department will give a daily synopsis related to their tasks. This will include a daily plant count inventory, a daily fertilizer application summary, a daily pesticide application summary a daily water use summary and a daily inventory of processing and packaging as well as product packaged for distribution. The *Lead Cultivator* will maintain daily contact with the *Agent in Charge* to keep the *Agent in Charge* abreast of any issues that occur pertaining to cultivation, inventory, non-security related employee issues and facility compliance needs. It is the intention of the *Agent in Charge* to maintain a transparent communication at all times to ensure the uninterrupted flow of medical cannabis remains compliant and within the code of conduct.

### 2.6.4. EMPLOYEE SAFETY PRACTICES

All part time seasonal employees will be trained on proper safety procedure. This training will include but not be limited to: fire safety, proper harvesting techniques, use of harvesting equipment, use of rubber gloves and respirators, use and cleaning of trimming machines per manufactures direction, proper hand washing guidelines and an Emergency Procedures Plan in case of emergency. Contact information for the local fire department, CAL FIRE, Humboldt County Sheriff

and Poison Control as well as the Agent in Charge will be posted in a conspicuous place. SFL will provide rubber gloves and respirators or dust masks to all employees. SFL will provide Saline Eye Wash Stations at strategic places inside the Processing Facility. SFL will also provide each Employee with a written copy of emergency procedures and contact information (see Appendix D – Emergency Procedures and Contact Information). A copy of the Operations Plan will be kept on site by the Agent in Charge and will contain all material safety data sheets (MSDS), see Appendix F.

## **2.7. CULTIVATION PLAN**

### **2.7.1. PLANTING METHODS AND MEDIUMS**

Medical cannabis will be cultivated outdoors in raised beds at an outdoor cultivation area (see Attachment B – *Site Plans, Floor Plans and Elevations*). The cold frames will consist of heavy gauge steel tubing, covered with a woven poly translucent opaque tarp. Each cold frame will be ventilated by intake and exhaust fans as well as roll up side panels.

Final Planting will be done in raised beds within the greenhouses. Each bed will be filled with an organic, nutrient-rich proprietary soil formula. A complete list of base soil and amendments will be recorded in the Lead Cultivators Handbook. All soil and amendments will be OMRI (or equivalent) certified and MSDS for each applicable amendment will be recorded in the Lead Cultivators Handbook. The total amount of plants per bed is dependent upon the cultivar and run length.

UPDATE: The on-site nursery consists of two (2) 20 x 50 ft temporary pvc hoop greenhouses that will be erected from April to June. The floors are permeable, native soil. There are no beds, the greenhouse is a temporary nursery for potted plants. Transplants use potting soil in 3" pots. The power for the fans and supplemental fluorescent lighting is from the off-the grid solar power system and an Honda EU generator as needed. The greenhouse will comply with International Dark Sky Association Standards. The light emitted from the greenhouse will be covered at night as not to disturb the neighbors.

The outdoor light deprivation greenhouses (cold frame) will be constructed of steel tubing covered with a woven poly translucent opaque tarp. Each cold frame will be ventilated by intake and exhaust fans as well as roll up side panels. These will span most of the existing cultivation space, with remaining space used for full term outdoor. APN 220-312-002 will have (5) 12x60, (2) 12x60 and (1) 12x48ft hoops. APN 220-163-001 will have two (2) 12x100 ft hoops. The floors will be permeable native soil. The greenhouse beds will be raised beds over native soil.

### **2.7.2. IRRIGATION AND FERTILIZATION PRACTICES**

SFL will implement water resource management strategies to address water needs for the commercial medical cannabis cultivation described herein. This plan may include but not be limited to:

- Annual forbearance as determined by a *Water Availability Analysis*
- Obtaining a Lake or Streambed Alteration Agreement for the water diversion works and storage through the Department of Fish and Wildlife (DFW)
- Enrollment in the North Coast Regional Water Quality Control Board's (NCRWQCB) Cannabis Cultivation Discharge Program (Order #R1-2015-00230, which includes preparation of a Water Resources Protection Plan (WRPP).

Water for the Project will be pumped from a rainwater catchment tank on the subject parcel. An appropriative right for irrigation will be filed through the State Water Resources Control Board (SWRCB). SFL registered with the NCRWQCB as a Tier 2 Cultivation site with every effort being made to move into the NCRWQCB Tier 2\* category in subsequent years.

The *Lead Cultivator* will be solely responsible for the implementation of the irrigation and fertilization program. The *Lead Cultivator* will also provide the necessary training of the *Assistant Cultivator* and oversee all product handling.

A proprietary nutrient solution is prepared as needed by the *Lead Cultivator* and housed in a light-resistant, agricultural grade fertilization holding tank at each site. The solution is formulated by manufacturer instructions. The subsequent nutrient is then dosed with either an agricultural base or acid in order to ensure proper pH prior to feeding. MSDS and manufacturer labels will be available onsite.

Irrigation and fertigation of plants will occur initially via hand water. At this stage the plants are juvenile and planted in a container; therefore, the amount of irrigation and fertigation needed is better controlled via hand watering. Upon final planting, plants will be irrigated and fertilized using drip emitters specifically tailored to the application. Additional hand watering/feeding will be implemented at this stage at the direction of the *Lead Cultivator*, as needed.

**Estimated Annual Irrigation Water Usage (Gallons) Per 10,000 SF of Cultivation**

Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
-	-	-	9,500	25,500	25,500	25,500	25,500	25,500	25,500	25,500	-

The table above outlines the estimated irrigation water usage for SFL during a typical year. Irrigation water usage will be dependent on weather conditions.

**2.7.3. CULTIVATION SCHEDULE**

*February 1 - May 15: Raising Nursery Stock, Initial Transplant*

All plant samples used in SFL cultivation sites will be composed of clones taken from 'mother' plants. Mother plants are composed of samples that have been deemed to demonstrate superior genetics for desired outcomes. Cuttings, or *clones*, are taken from the mother plants at various intervals. These cuttings are then rooted at the on-site nursery. The *Lead Cultivator* will examine the clones and approve initial planting to begin. Upon the *Lead Cultivator's* approval, the *Initial Transplant* will commence. The rooted clones will be planted directly into 3" pots. This point in the cultivation process most often referred to as the 'vegetative' cycle. Due to container and plant size, utilizing a hand watering method is most effective. The *Initial Transplant* phase lasts from one to two weeks depending on the desired outcome

The plants are then transplanted into 1 gallon plastic containers and the irrigation and fertilizer regime above is repeated.

When the *Lead Cultivator* has determined the plants have achieved desired height and plant growth density for final transplant, the plants are immediately planted into a raised bed. Due to the increase in container size and increase in daylight hours, the plants will continue to grow in a vegetative state for two to four (2-4) weeks. The approximate desired height and growth density would be three to four feet (3'-4'). Upon final transplant into the raised beds, a drip irrigation /

fertilization system will be implemented. Once this desired height and vegetative growth density has been achieved the Light Deprivation Phase begins.

*May 1 - July 1: Light Deprivation Phase*

Taking into account factors such as height, growth density and overall health of the plant, the *Lead Cultivator* will determine the exact date for the Light Deprivation process to begin. Once that date is determined, 100% light resistant, specifically designed tarps will be automatically pulled over the inside of the cold frames. This process will reduce the day light hours from approximately fifteen (15) hours of daylight to the desired twelve (12) hours of daylight, twelve (12) hours of darkness desired to induce flowering. During the first two weeks of Light Deprivation, the plants will enter a transitional phase. During this transitional phase, plants will continue vegetative growth while transitioning into flowering. Once the plants enter the budding stage they will be fertilized using a proprietary blend of high phosphorus fertilizers as well as aerobic based supplements.

It is not uncommon for plants to obtain 25% of their entire height and vegetative growth density during the transitional phase. Once the plants enter in the final bloom or flowering phase, they will begin to expend energy into the production of flowers, therefore, ceasing vegetative growth and begin to flower. The entire flowering process, including the transitional and final bloom phases, will last fifty-five (55) to sixty-five (65) days depending on strain variation and weather conditions.

*July 1-15: First Harvest and Re-Planting*

Once the Light Deprivation Phase has concluded and the *Lead Cultivator* has determined the plants are at their peak, harvest procedures will be initiated (see *Harvesting/Processing Plan* for harvesting and processing procedure). The raised beds will be turned and amended. All amendments used are in accordance with Humboldt County and State of California Department of Agriculture compliance. MSDS are recorded into the Lead Cultivators Handbook. New clones will be transplanted from the Nursery.

Due to the length of daylight hours, the plants will continue in a vegetative state for approximately one month. Plants will be planted using the same methodology as with the Initial Transplant Phase. Final Transplant will occur when deemed appropriate by the *Lead Cultivator*, usually seven to 14 days from initial transplant.

*August 14 - November 7: Final Transplant /Natural Flowering Cycle and Harvest Two Phase*

Once the Final Transplant Phase has been initiated by the *Lead Cultivator*, the plants are fertilized with our high nitrogen proprietary feeding program. All fertilizers and supplements used are in accordance with Humboldt County and State of California Department of Agriculture compliance. MSDS are recorded into the Lead Cultivators Handbook.

Due to the natural decline in daylight hours, approximately one (1) month after the Re-Planting Phase has begun the plants will begin to flower naturally. This natural drop in light will negate the need for Light Deprivation Techniques. As in the Light Deprivation Phase, the plants will go through the transitional phase and final bloom phase. Once the plants enter the bloom phase they will be fertilized using our proprietary high phosphorus feeding program. All fertilizers and supplements used are in accordance with Humboldt County and State of California Department of Agriculture compliance. MSDS are recorded into the Lead Cultivators Handbook. Once the plants are through the final bloom phase and the lead Cultivator has determined they have reached peak potential, Harvest Two will be initiated (see *Harvesting/Processing Plan* for harvesting and processing procedure).

*November 7 - February 1: Repair, Upgrade and Recondition Phase*

SFL will inspect all cold frames and covers for wear and replace as necessary. The irrigation system will be inspected and repaired or replaced, as appropriate. Refilling of irrigation tanks will commence in accordance with the Small Irrigation Use Registration and conditions of the Department of Fish and Wildlife (DFW) Lake or Streambed Alteration Agreement (LSAA). Winter road and site maintenance will begin in line with procedures outlined in the *Site and Road Maintenance Plan*. The *Agent in Charge* and the *Lead Cultivator* will meet weekly to determine the best action plan for the upcoming season.

**2.7.4. GENERATOR USE PLAN**

Due to the remote location and off the grid nature of the site, it will be necessary for SFL to employ the use of a generator for power. SFL will limit the use of the generator to an as needed basis following all guidelines set up by Humboldt County and the State of California. A Honda EU3000IS generator will be used for power on site. The generator has an average of 30 decibels with a peak of 59 decibels and is located away from the property boundary. The generators will be located over one hundred feet from the property line to ensure the noise level will not exceed 59 decibels at the property line. Potential noise impacts to protected species will be identified as part of the NTMP and the generator sites will be adjusted accordingly if species of concern and habitat are found. See Appendix E for generator data sheets.

UPDATE: A new Honda EU7000IS generator will be housed in a vented, sound insulated power shed located near the treehouse. The generator has an average 52 with a peak of 58 decibels. See Appendix E for generator data sheet.

The generators will be in operation from October to November to dry the cannabis. The residence uses solar power systems for domestic use; no generators.

See Section 2.4. for details on the storage of generator fuel.

**2.7.5. PRODUCT INVENTORY AND TRACKING**

Until either a County or Statewide seed to sale tracking system can be implemented, SFL intends to follow an internally-developed tracking procedure. Inventory of all plants shall be performed by the *Agent in Charge* and *Lead Cultivator*. Batches of plants are inventoried by plant count within each greenhouse. This accounts for any plants that have been added to inventory from a permitted medical cannabis nursery and any plants that were removed from inventory (due to disease or pest infestation) or any plants moved to another phase of its lifecycle and any plants that have been destroyed. Any discrepancy in physical plant inventory is traced to the source of the discrepancy, documented. After further investigation, any appropriate corrective measures will be taken.

*Tracking the Change of Plants to Bulk Inventory*

In this phase of the lifecycle, the plant batches are changed from a living plant count inventory (where the plant is the unit) to bulk inventory, which is tracked by weight. This provides accurate yield information – a key insight into the cost of cultivation for each batch and the ability to forecast accurate yields for future batches. This information is added to the records created in the previous phase. Specific details that are recorded include:

- Weight after trimming
- Staff identification (at each step)
- Physical location of the plant material at all times

### *Reporting*

The Master Log will contain reports on the harvest process, providing total weight harvested and trimmed at each weigh point, and compares that to final weight post-trim, including waste. Discrepancies are traced to the source, documented, and reported to the *Agent in Charge*. After investigation, any appropriate corrective measures are taken. All cultivation and harvest records are retained for a minimum of five (5) years.

## **2.8. PROCESSING PLAN**

The Lead Cultivator will be responsible for all training of seasonal harvest and processing employees. Workers employed as harvesters/processors will be required to train in each aspect of the procedure including use of harvesting tools, proper harvesting techniques and fresh harvested plant handling, trimming machine use and handling of cured processed flowers. This training will also include the use of rubber gloves, face masks and hand washing requirements. Access to any part of the onsite Drying and Curing Facility will be limited to the Agent in Charge, the Lead Cultivator, the Process Manager, the Trimming Manager and authorized trained processing employees.

### **2.8.1. HARVESTING**

Harvesting will be done by hand employing seasonal help. Each harvester will be issued an agricultural grade, spring loaded, hand held anvil style pruner. Each harvester will be trained by the Lead Cultivator on the use of the pruner and the methods by which each plant is to be harvested. In addition, SFL will provide all harvest workers with proper hand, eye, body and respiratory safety equipment.

At the time of harvest, each plant will be recorded into the master log. Each plant will be harvested individually. All waterleaf around the flowers are manually pruned. The plants are then cut into branches, approximately sixteen inches (16") long. The branches are then transported to sheds and the processing building for drying and curing.

### **2.8.2. DRYING AND CURING**

Prior to entering the on-site drying and curing facilities, the product will be examined, weighed, recorded and logged into the Master Log by the Processing Manager. Branches will be hung on racks in sheds to air dry and cure or on racks within the proposed processing building which will have dehumidifiers/heaters and circulation in the form of wall fans, exhaust fans and box fans. Each rack will contain the original numbered tag(s) of the plant(s). The exact date and time of day along with the identification numbers of each plant(s) will immediately be recorded into the Master Log.

The drying and curing process takes between five (5) and seven (7) days. The Processing Manager and the Lead Cultivator will be checking the facility five (5) to six (6) times per day to monitor the progress. Once the material has reached the desired consistency the processing will begin. At this stage the Processing Manager will also randomly select up to five batch samples for third party testing.

### **2.8.3. PROCESSING**

When the *Lead Cultivator* has determined the drying and curing process meets SFL proprietary standards, the dried and cured flowers are sent to process. The *Lead Cultivator* will then instruct the *Processing Manager* to remove the racks from the drying and curing chamber and begin the processing procedures. Processing will consist of three following main components: *Bucking Down*,

*Trimming and Packaging.* The *Processing Manager* will be responsible for training employees hired as processors. This training will include the *bucking down* procedure and proper use of automatic trimming machines, along with the use of rubber gloves, particulate masks and hand washing.

*Bucking Down* is the process by which the actual flowers or buds are removed from the stalks. This is achieved by using scissors to cut each individual bud from the stalk into a sterilized, locking lid bin. The discarded stalks will then be shredded and composted on site. Once each bin is full the *Processing Manager* will seal, label, weigh and record in the Master Log the contents of each bin. Each bin will then be moved into the trimming room.

Trimming will be done by hand via seasonal labor. SFL trimming will be done by hand by experienced seasonal labor. The trimmed material will be placed into sterilized locking lid bins. These bins will be weighed, labeled, logged and sealed. The *Processing Manager* will then deliver the sealed and logged bins to the processed materials holding facility.

The waste product from the machines or "trim" will be collected and placed into sterilized locking lid bins. These bins will then be weighed, labeled and sealed for transport and delivery to an offsite, contracted, licensed Manufacturing Facility. All weights will be recorded in the master log. Upon completion of the trimming process, the *Processing Manger* will turn over all of the now processed material to the *Agent in Charge* or the *Lead Cultivator* and log this action in the Master Log. Only the *Agent in Charge* or the *Lead Cultivator* can accept and handle material in the processed state. Once in control of either the *Agent in Charge* or the *Lead Cultivator* the final processed material is removed from the processing floor and moved to a secured and locked storage area within the processing facility. This facility will be only accessible to either the *Agent in Charge* or the *Lead Cultivator*. Once securely in the Processed Material Holding Facility, the *Agent in Charge* and the *Lead Cultivator* will begin to weigh, vacuum seal and label individual one pound packages for distribution. This procedure will be done always with both the *Agent in Charge* and the *Lead Cultivator* present. After weighing, labeling and packaging each unit will be placed inside of a lock box or safe inside the *Processed Materials Holding Facility*.

#### **2.8.4. DESCRIPTION OF PROCESSING LOCATION**

Depending on the availability and cost of off-site processing facilities, Skyline Farms, LLC may conduct some processing on site at a proposed processing facility. This facility will incorporate all aspects of processing including drying, curing, bucking down and machine trimming. This facility would be housed in an approximately 1,200 square foot building that conforms to commercial building standards per the 2016 California Building Code. Once the required approvals are in place, the metal building will be constructed upon a cement slab and all work will be conducted by licensed and bonded contractors in accordance with Humboldt County Building Codes. The interior of the building will house the drying and curing chamber, trimming machines, commercial stainless steel work tables and employee bathroom. The work space will be well lit and ventilated.

#### **2.8.5. NUMBER OF EMPLOYEES**

See Section 2.6.3.

#### **2.8.6. SUMMARY OF EMPLOYEE SAFETY PRACTICES**

See Section 2.6.4.

### **2.8.7. TOILET AND HANDWASHING FACILITIES**

SFL will install one (1) ADA-compliant restroom inside the processing center. The restroom will be clearly marked and well lit. It will include a working flush toilet as well as a sink with hot and cold running water. Anti-bacterial Liquid Soap and paper hand towels will be made available. Above the sink in a conspicuous place a "Before Returning to Work" hand washing procedure placard will be posted. The cleaning and sanitation of the restroom will be the responsibility of the Processing Manager. A record of cleanings will be kept in the restroom at all times and include date and time of day cleaned.

### **2.8.8. PLUMBING AND SEPTIC SYSTEM**

See section 2.6.2.

### **2.8.9. DRINKING WATER**

SFL will provide safe, clean, purified drinking water via store bought individual sealed bottled water bottles as well as an upright office style water cooler. Clean disposable paper cups will be made available to all employees.

### **2.8.10. ROAD USE AND MITIGATION STRATEGY**

SFL started its initial road repair and maintenance activities. All roads are in the process of being out sloped. In addition, rolling dips have been inserted at regular intervals as required for standard maintenance for logging roads. All outlets for water are clear of debris and allow free flow of water from the road surface. All berms have been removed. In addition, all roads on the property are in the process of being rocked. Once initial road repair and maintenance activities are complete, seasonal maintenance will include regrading of out slopes and rolling water bars to ensure good run off. We will also replace rock where necessary.

SFL will conduct road maintenance inspections during any and all *major rain events*. SFL considers a *major rain event* to be any rainfall above one half inch (1/2"). This inspection will include observing existing features for any minor or major issues, such as rolling dips, standing water in outlets, and the diversion of water running directly down and eroding the road surface.

SFL will implement procedures to reduce traffic on our roads. Transportation and deliveries of medical cannabis and associated supplies will be delivered in bulk to minimize road impacts. By employing the use of mechanical trimming and drying machines, SFL will mitigate the need for many employees for processing, therefore, reducing the number of daily trips to the property. SFL will encourage ride sharing to and from the site by seasonal employees. It is also our intention to provide transportation to and from the work the site via a company car. It will be the responsibility of the *Processing Manager* to arrange the transportation of seasonal employees.

### **2.8.11. ON-SITE HOUSING & PARKING**

There is an existing yurt and 2 other housing structures (treehouse and dome) on site between both parcels which house up to two employees each (6 total).

No other residential structures are proposed.

UPDATE: Employees will be housed in the Dome, Treehouse, Yurt and Cabin. A total of 4 employees live on the farm year round, with an additional 2 people providing seasonal help as needed in the fall (Oct/Nov). Employees reduce the traffic on the road by staying on the farm, weekly (or 2 x week) supply runs to town. The farm activity does not generate any more traffic than a standard homestead. Perhaps



less since the residents live and work on the farm, thus not commuting daily to town (like a family with children in school and employment in town).

Employees will park in designated employee parking located at the existing processing facility. There is room for 6 – 8 vehicles to park. Additional parking is located near the existing dome, treehouse and yurt. Carpooling is also encouraged and parking is available at the end of Seely Creek Road and the town of Redway.

## **2.9. SECURITY PLAN**

A locked gate is located at the entrance to the parcel. A *No Trespassing* sign is proposed near the gate. Cultivation facilities will be completely enclosed by a six foot (6') security fence that features a locked gate. The cultivation and processing facility will have security lights that illuminate the entrances and parking areas. Skyline Farms, LLC is proposing to have security cameras at the entrance to the site, residence, and processing facility with data storage for up to thirty (30) days. The processing facility and residence will have an alarm system.

All potential employees will be subject to a criminal background check prior to employment. Employees will be issued a company issued ID badge and will be required to display the badge at all times while working at the subject property.

## **2.10. TRANSPORTATION AND DISTRIBUTION PLAN**

Transportation will be handled via a third party, contracted, licensed transporter/distributor in accordance with MMRSA. All merchantable product will only be distributed through licensed medical cannabis dispensaries. Prior to moving packages from the on-site holding facility to another physical location, a transport manifest will be created by the distributor/transporter. This distribution document is required for each movement of packages and will be recorded in the Master Log.

UPDATE: Applicant is in process of applying for a state transport license.

The *Agent in Charge* and the *Processing Manager* are responsible for performing a physical inventory of all packages being transported, ensuring that the physical inventory reconciles with the transport manifest, as well as the packaging material is intact and the labeling is secure. The distribution document records the current location and status of the packages, such as "in-transit" or "received." The licensed distributor must also create detailed transport manifests for the package distribution. The manifest contains details such as:

- Time of departure
- Time of arrival
- Product and product weight
- Route to be travelled
- Origin and destination addresses

### 3. RESOURCES

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<[http://www.ag.ca.gov/cms\\_attachments/press/pdfs/n1601\\_medicalmarijuanaguidelines.pdf](http://www.ag.ca.gov/cms_attachments/press/pdfs/n1601_medicalmarijuanaguidelines.pdf)>

**Appendix A: Personnel  
Acknowledgement Form**

**Personnel Acknowledgement Form**

It is the intention of Skyline Farms, LLC to create an enjoyable, safe and sane workplace. We feel that understanding and compliance with our Operations Manual will create just that. It is the responsibility of each employee to read and understand the procedures outlined herein. If after reading and reviewing this entire document, you have any questions please see the Agent in Charge immediately for clarification. By signing this document below, it confirms your reading, understanding and adherence to the entire *Skyline Farms, LLC OPERATIONS MANUAL FOR MEDICAL CANNABIS CULTIVATION.*

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*Employee sign and date*

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*Agent in Charge sign and date*

**Appendix B: Site Plan, Floor Plans  
and Elevations**

**Appendix C: Pesticide Storage,  
Handling and Application Plan**

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**Skyline Farms, LLC**  
**Pesticide Storage, Handling and Application Plan**

All pesticides, disinfectants, fungicides and agricultural chemical products used by the Skyline Farms, LLC (SFL), will maintain strict compliance with standards imposed by the Humboldt County Agricultural department and State of California Department of Agriculture Department and US Environmental Protection Agency. The manager will maintain a current Private Applicators License with the Humboldt County Agricultural Department. This license will be posted and a copy will be entered into the Manager's Handbook and available for view by any regulatory agency deemed appropriate by Humboldt County or State of California.

**Storage**

All pesticides, disinfectants, fungicides and agricultural chemicals will be secured in an appropriate locked and labeled housing and accessed only by those employees that have been trained under the guidelines of *State of California Agricultural Department Personal Pesticide Application License* guidelines in handling, application and disposal of each product. Entry into the locked facility will be logged by the Lead Cultivator. This log will include: The name of employee removing the material, the date and time of day and the amount and type of pesticide removed.

Any over-the-counter pesticide products may be applied by either the *Manager* or trained personnel in accordance with State of California Agricultural Department's Private Applicators License criteria. Training of employees will be in accordance with *State of California Private Applicators License* criteria. These products will be limited to safe chemicals recognized by the Humboldt County Department of Agriculture, the California Department of Agriculture and the Federal EPA. Copies of all MSDSs and labels will be clearly identified and maintained onsite at all times in the Lead Cultivators Handbook. SFL will make saline eye wash stations available to its employees where ever pesticides are stored.

**Handling**

The handling of pesticides/fungicide will be done in accordance with *State of California Agricultural Department Personal Pesticide Application License* guidelines. Handling will include, transportation from retail outlet to cultivation site, logging, and entering secured, labeled storage, mixing, preparation, transport to application locations on site, application, and disposal. These activities will be logged into the Master Log immediately by the *Lead Cultivator*. By having a strictly monitored Pesticide Management plan in place, SFL will strive for a "ZERO SPILL POLICY". In the event of a spill, SFL will maintain on site an Emergency Containment and Clean Up policy in accordance with *State of California Agricultural Department Personal Pesticide Application License* guidelines.

SFL will also maintain on site in a clearly marked and accessible secure location any materials deemed necessary for clean up or spill containment and abatement. SFL will maintain a well-marked and easily accessible plan for accidental personnel exposure as well as proper applicators training as

set forth by *State of California Agricultural Department Personal Pesticide Application License* guidelines in the event of such accidental exposure. Any spills or accidental personnel exposure will be reported to the appropriate agencies as deemed necessary by *State of California Agricultural Department Personal Pesticide Application License* guidelines. These incidents will also be documented into the Master Log by the Lead Cultivator.

### **Application**

All application will be done in accordance with *State of California Agricultural Department Personal Pesticide Application License* guidelines. A copy of all applications will be manually entered into the Master Log. Proper eye, face and body protective wear as well as approved respirators shall be provided by SFL and worn and available at all times during application of all pesticides/fungicides. A preventive application program per manufactures directions and label requirements will be established from the onset of the plants initial transplant. Application frequency will vary with each phase of growth or infestation pressure. This will help to ensure the least amount of pesticide/fungicide will be needed. Application will end no less than thirty days before harvest or by manufactures able requirements, whichever is longer.

During application factors, such as wind, temperature and humidity will be taken into account. This will ensure that the pesticide/fungicide is used in the most efficient manner and will mitigate drift. Pesticides will be applied using a variety of methods including atomizer, back pack sprayer and air less sprayer. Nozzle types and pressure settings will be determined by manufacture directions. Anywhere pesticide is applied SFL will provide a saline eye wash station in case of accidental exposure.

### **Disposal**

Any mixed solutions will be used to their entirety. If there is a surplus of used mixed solution, it will be disposed of per guidelines set forth by *State of California Agricultural Department Personal Pesticide Application License* procedures. After the applicator has finished application, the protective wear shall be discarded and disposed of per *State of California Agricultural Department Private Applicators License* guidelines. All bottles, containers or receptacles that have come into contact with, or contained, any product that falls under the state's guidelines for pesticides, disinfectants, fungicides and agricultural chemicals shall be washed, rinsed and or disposed of according to strict EPA and *State of California Agricultural Department Private Applicators License* guidelines. Proper training of employees in rinsing, washing and disposal shall be overseen by the Licensed Lead Cultivator on premise. All washing, rinsing or disposal of any product packaging, applicator or protective clothing will be logged into the Master Log.



OPERATIONS MANUAL  
SKYLINE FARMS, LLC

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**Appendix D: Emergency  
Procedures and Contact  
Information**

## **Emergency Procedures Instructions Skyline Farms, LLC**

*The first priority in the event of an emergency is for the safety of all people present. Move quickly out of area danger. Meet at assigned meeting place to get a headcount. Enact Emergency Procedures.*

### **Emergency Phone Numbers**

#### **Dial 911 for Fire/Police/Ambulance:**

- 1. Tell the operator which emergency service you want**
- 2. Wait until the service answers**
- 3. Give the following address:**

**Humboldt County APN: 220-312-002, and 222-163-001  
Redway, CA, 95560**

- 4. Do not hang up until told to do so by the 911 Operator**

### **Other Emergency Contacts**

**Humboldt County Sheriff: 707-445-7251**

**Beginnings Volunteer Fire Department: 707-923-2303**

**Humboldt County HazMat: 707-445-6215**

**Humboldt County Ag Dept.: 707-441-5260**

## **Fire and Emergency Procedures Checklist**

*You must know and understand what to do if a fire occurs. Your first concern is the immediate safety of visitors and staff; secondly, the need to call emergency services and then to contain the fire but only if it is safe to do so. If help is available, allocate responsibilities to others to create a competent firefighting team.*

- Evacuate people from the area
- If it is safe to do so, switch off power to all equipment
- Call the fire department (dial 911)
- If a small fire, use your fire extinguisher if it is safe to do so – try to contain and extinguish the fire
- If the fire is near a fuel tank, do not attempt to extinguish the fire – retreat to a safe distance
- Be prepared to direct the fire service to the scene

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## Spill Procedures Checklist

*You must know and understand what to do if a spill occurs. Your first consideration is the immediate safety of visitors and staff; secondly, the need to call emergency services and then contain the spill if it is safe to do so. If help is available allocate responsibilities to others to create a competent team to deal with the spill.*

- If the spill is from the hose or tap, shut the isolation valve
- Warn people in area of the spill – evacuate if necessary
- Remove sources of ignition if flammable substance present
- Evaluate the spill – only respond if you believe it is safe to do so
- Refer to the safety data sheet or call on an approved handler or other specialists for advice
- If necessary, call emergency services and advise local authority
- Put on safety equipment (e.g. overalls, boots, gloves, eye protection, etc.)
- Contain the spill if it is safe to do so – utilize a drip tray or oversize container or spill kit to soak up the substance
- Dispose of waste safely as set out in the material safety data sheet

## **Incident Reporting**

*Every accident resulting in injury or damage to farm property must be reported to your manager immediately.*

**Respond to the accident promptly and positively**

**Collect relevant information about the accident**

**Develop and take remedial actions**

**Complete insurance claims and reports required**

### *First Aid*

- A first aid kit must be kept on the premises and maintained
- All staff must know basic first aid procedures

### *Minor Injury Accidents*

- Minor cuts and abrasions must be attended to immediately
- If in doubt contact a physician or call 911

### *Serious Injury Accidents*

- Call an ambulance immediately (dial 911)
- Seek the assistance of any first responder
- Stabilize Victim
- Advise your manager

### *Property Damage*

- All damage to farm property must be reported to your manager

## **Emergency First Aid-Procedures**

### **Control of Bleeding**

- 1. Direct pressure – use your hand(s).**
- 2. Elevate (raise) the limb**
- 3. Apply a pad and firm bandage.**
- 4. If necessary use clean rags or clothing.**

#### ***Remember!!***

- Always check circulation below the bandage!***
- If there is tingling, numbness or blueness  
loosen the bandage.***

### **Management of Burns**

- 1. Cool the burnt area with cool water for 10-15 minutes**
- 2. If necessary, cover the burn with a clean dressing or plastic wrap before removing person to medical aid.**

#### ***Remember!!***

- Do not burst blisters.***
- Do not remove clothing that is stuck.***
- Do not apply creams***

## **Management of Eye Injuries**

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### **Foreign bodies in the eye(s)**

- 1. Wash the eye(s) with eyewash or clean water.**
- 2. If the foreign body is stuck to the eye DO NOT attempt remove.**
- 3. Place covering over the eye and obtain medical attention.**

### **Management of Chemicals in Eye(s)**

- 1. Wash the eye(s) with clean cool water for at least 15 minutes.**
- 2. Wash from near the nose outward.**
- 3. Always wash under the upper eyelid.**
- 4. Obtain medical attention**

### **Breathing**

**If a person is breathing but unconscious turn them on their side to prevent tongue swelling or vomit from obstructing airway.**

### ***If person is not breathing***

- *Check airway for blockage and clear***
- *Call 911***
- *Administer CPR***



## **Location of Firefighting Equipment, Spill and First Aid Kits**

**A fire extinguisher is located in the following places:**

- *All Generator Sheds*
- *All Cold Frames*
- *Nutrient and Fertilizer Storage*
- *Drying and Processing Facility*

**A first aid kit is located in the following places:**

- *All Generator Sheds*
- *Cultivation Site*
- *Nutrient and Pesticide Storage*
- *Drying and Processing Facility*

**A spill kit is located in the following places:**

- *All Generator Sheds*
- *Cultivation Site*
- *Nutrient and Pesticide Storage*

**Appendix E: Generator  
Specifications**

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### Wattage

### Features

### Series

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### **EU7000iS**

(EU7000iSAT1 )

### **Features**

- 7000 watts, 120/240V
- Perfect for home back up power, RVs, outdoor events, and more
- Super quiet
- Fuel efficient - runs up to 18 hours on 5.1 gal of fuel
- Convenient electric start
- Inverter - stable power for computers and more
- Fuel injected - better fuel efficiency and lower maintenance

MSRP

4499.95\*

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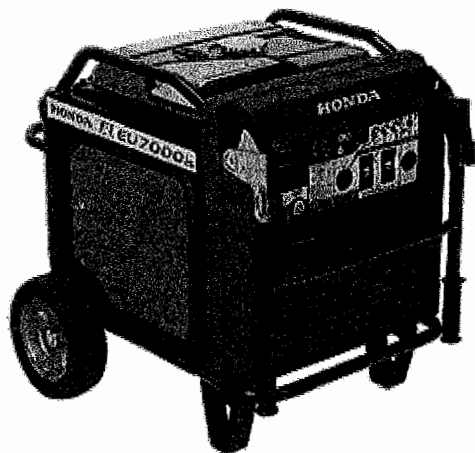
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419

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\*Manufacturer's suggested retail price. Price excludes applicable taxes. Dealer sets actual selling price.

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Engine	Honda GX390 EFI
Displacement	389cc
AC Output	120/240V 7000W max. (58.3/29.1A) 5500W rated (45.8/22.9A)
Receptacles	20A 125V GFCI Duplex (2), 30A 125V Locking Plug, 30A 125/250V Locking Plug
DC Output	N/A
Starting System	Recoil, electric
Fuel Tank Capacity	5.1 gal.
Run Time per Tankful	6.5 hrs. @ rated load, 18.0 hrs. @ 1/4 load
Dimensions (L x W x H)	33.4" x 27.6" x 28.4"
Noise Level	58 dB(A) @ rated load, 52 dB(A) @ 1/4 load <a href="#">How loud is this?</a>
Dry Weight	261 lbs.
Residential Warranty	3 Years
Commercial Warranty	3 Years

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# WATER RESOURCE PROTECTION PLAN

This document serves as the water resource protection plan for site Skyline Farms Inc, located on Seely Creek Road (APN 220-312-002, 222-163-001) pursuant to Order No. R1-2015-0023.

*On August 13, 2015, the North Coast Regional Water Quality Control Board (Regional Water Board) adopted a General Waiver of Waste Discharge requirements and General Water Quality Certification for Discharges of Waste Resulting from Cannabis Cultivation and Associated Activities or Operations with Similar Environmental Effects in the North Coast Region, Order No. R1-2015-0023. One of the requirements of the order is to prepare a water resource protection plan (WRPP) for all sites that are enrolled under Tier 2 of the order, including all of the elements listed below. Applicant has used the sample water resource protection plan provided on the NCRWQCB website. Applicant is working with Manhard Consulting who have conducted a site visit to help identify and recommend corrective action for this WRPP. Applicant is requesting a Tier 2\* status.*

1. *Legible map(s) of the property identifying the following items where applicable – Maps were created by Manhard Consulting. Both an aerial photo and topographic map are provided.*

*a. Site topography*

*b. Perimeter of land owned*

*c. Perimeter of land leased*

*d. Buildings with use identified*

*e. Storage locations of chemicals used, if any (i.e. fertilizer, pesticide, petroleum)*

*f. Production area(s) perimeter (e.g. Cultivation areas, greenhouses)*

*g. Cleared and developed areas*

*h. Surface watercourses and water conveyances (e.g. ditches, piping)*

*i. Drainage patterns & flow path directions*

*j. Roads, including specific markings for all stream crossings*

*k. Features scheduled for upgrade, cleanup, remediation, and restoration*

*l. Points of diversion of water sources*

*m. Locations of water pumps and associated facilities*

*n. Water storage type and location (storage tanks, ponds, bladders)*

*o. Unstable features*

*p. Human waste facilities (e.g. septic tanks and leach fields, privy, composting toilet)*

*q. Map legend*

Insert map here – See attachment for maps

2. Applicant has assessed the current conditions of the site (as applicable to the standard conditions of the order) and has included the features, as indicated on the map, needing improvements in the table below. Also included is a detailed list of specific management practices designed to meet standard conditions, incorporating applicable standard BMPs, and any improvement work needed to bring site features into compliance with the standard conditions. Future site improvements are included in Table 1 with a prioritization and implementation schedule for corrective action based on potential impacts to the beneficial uses of water. Applicant is requesting a Tier 2\* status.

Management practices include the following:

**Controllable sediment delivery sites:** There is one existing quad trail that will be decommissioned with fallen logs to block access, water bars installed and seed/mulch applied to bring back to natural state. UPDATE: Completed Fall 2017.

**Riparian protection:** The Tree house Homestead and garden is located over 900 feet from stream course. This garden (G1) will be reconfigured to allow for proper 50 ft. setback from class III wetland. The Yurt homestead and garden is over 1,000 feet from stream course. UPDATE: Spring 2018 Garden Fence line adjusted for set-back.

**Road construction and maintenance:** All roads on property are pre-existing gravel surfaced roads. Driveways are out sloped and with no in board ditches. There are no culverts. The road leading to the proposed pond location will be built up with proper slope, rolling dips and engineered to utilize the proposed ponds spoils disposal. The proposed pond and road to pond was engineered by Pacific Watershed Associates (see attached). Roads are routinely inspected and maintained with surface gravel and water bars.

**Spoils storage and disposal –** For proposed pond project spoils see pond attachment designed and engineered by Pacific Watershed Associates.

**Chemical handling and management –** there is one large capacity (250gal) propane tank on the property that service the Treehouse homestead. A second 120 gal propane tank will be installed in 2017 to service the Yurt homestead. Homes are solar powered with batteries located in dry storage on concrete pads. Gasoline to power back-up generators are stored in 5 gallon gas cans in dry storage. There are two existing 50 gallon gasoline barrels, one located at the shop, one at the yurt, both are located under roofs. Both barrels will be emptied, decommissioned and removed from the site. No chemicals are used in the organic farming operation. Fertilizer use is detailed in item 4 below.

**Waste handling and disposal –** all refuse is stored in cans with locking lids, and removed weekly and/or as needed. All recycling is separated and refuse is taken to the Redway Transfer station.

**Human waste –** see attached proposed septic design engineered and designed by Pacific Watershed Associates. Current pit privy will be decommissioned and turned into a storage shed. UPDATE: Septic permit received Feb 2018, anticipated completion date June 1, 2018.

**Irrigation runoff –** no runoff, meets standard conditions. Gardens are heavily mulched with drip irrigation on timers, a low water consumption strategy is implemented.

**Water storage and use** is detailed in item 6 below.

Applicant is working with Manhard Consulting to ensure full compliance with all necessary permits and requirements. A site visit was conducted in March 2017 and will continue consultation for

future improvements to meet standard conditions and ensure BMP's are being met. UPDATE: Applicant is no longer working with Manhard due to local office closure. Please contact applicant directly.

Any proposed work in streams and wetlands that require site-specific review to determine if the work requires a permit by the Army Corps of Engineers and a Water Quality Certification by the Water Board will be acquired. Additionally, any future proposed work in streams and wetlands shall be designed by a qualified registered professional and shall incorporate applicable standard BMPs. All relevant permit information for coverage of proposed work in or near streams or wetlands will be submitted with reporting documentation.



Table 1: Features that need improvement

Unique Map Point(s)	Map Point Description	Associated Standard Condition	Temporary BMP	Permanent BMP	Priority for action	Time Schedule for completion of Permanent BMP	Completion Date
T1	Quad Trail	I.A.1.b	N/A	Decommission, with logs to block access, water bars and seed/mulch	1	April, 2017	April 2017
F1	Gas Barrel	I.A.9.a	N/A	Remove	2	May, 2017	
F2	Gas Barrel	I.A.9.a	N/A	Remove	3	May, 2017	
G1	Proximity to Class III wetland	I.A.3a	N/A	Reconfigure/ move Garden set back 50ft from Class III wetlands	4	May, 2017	April 2018
S1	Septic System	I.A.11.a	Temporary Pit Privy	Install septic system, remove pit privy	5	June, 2018	
P1	Ag Pond – rainwater exclusive	I.A.5.f	N/A	Meets DFW conditions	6	August, 2018	March 2018
P2	Ag Pond – Engineered by PWA	I.A.5.a	N/A	Install	7	Oct, 2018	

3. *Applicable design drawings and schematics for watercourse structures, fish passages, roads, septic tanks, fill prisms, pads, ponds, or any other constructed feature that has been designed or engineered.*

The applicants worked with Pacific Watershed Associates (PWA) to engineer an agriculture exclusive (~200,000 gallon) pond, as well as a septic system that will service the homesteads. See attached.

There is one other lined agriculture rain catchment pond that was pre-existing.

4. *List of chemicals stored onsite, and information about use (e.g., quantities used and frequency applied).*

All fertilizer is organic, is purchased and used as needed, no long term storage on site. All chemicals and fertilizer will be securely stored in a shed or garage.

Liquid organic fertilizer applied weekly per manufactures directions. Soil Amendments – are purchased and applied immediately in the spring. (chicken manure 1,800 lbs, earthworm castings 1,800 lbs, bat guano 25lbs, bone meal 50lbs, glacial rock dust 50lbs, green sand 50lbs, kelp meal 50lbs applied per manufactures ratio). Soils amendments can change year to year based on soil test.

5. *Monitoring element to ensure that BMPs are being implemented and to evaluate their effectiveness. Include a plan to inspect the site to evaluate the effectiveness of corrective action and identify where additional work may be needed.*

Property owner will inspect site quarterly and during heavy storms to ensure standard conditions are maintained. This includes inspection of all drainages, roads, ponds, tanks and gardens to ensure no erosion, slides or problems occur. Immediate action of mulch, rock, ditch or culvert clearing will be implemented if any problems are found.

6. *Water Use: Plan shall record water source, relevant water right documentation, and amount used monthly.*

Water Source: All ag water is rainwater catchment stored into tanks and an existing lined rainwater exclusive pond, with plans for an additional large capacity ag pond (see attached). Water tanks have a combined capacity totaling 74,000 gallons. The Existing lined Ag pond has a 30,000 gallon capacity. The proposed pond will provide an additional 317,000 gallons.

UPDATE: Winter 2018, Applicant purchased two (2) 20,000 gallon water bladders for additional rainwater storage to supplement irrigation, due to delay in ag pond permit approval. This increases total water storage to 137,000 gallons. Once the pond is installed it will total 454,500 gallons.

Water Right Documentation: The fresh water for the homestead is supplied by a neighboring pond, named "Pond". A Small Domestic Use Appropriation (Registration No. D32341) was filed on Jan, 29, 2015 for domestic use and irrigation. Water Resource Control Board Statement of Water Diversion and Use, Statement Number: S024982. Supplemental Statement of Use filed online on June 29, 2016. No Small Irrigation permit is required.

Amount Used Monthly:

Jan – 13,500 Feb – 13, 500 Mar – 13, 500 Apr – 13, 500 May – 29,500 June – 29,500  
Jul – 29, 500 Aug – 29, 500 Sep – 29, 500 Oct – 29, 500 Nov – 13, 500 Dec – 13, 500

Water Conservation Measures: include low flow faucets, storage for low flow months (May – Oct), drip irrigation and timers, heavy mulching. Weekly inspection for leaks, and weekly monitoring water levels in tanks and pond.

UPDATE: Water meters will be installed Spring 2018 and water use documented.

- No surface water diversions ever.
- Water diversion pursuant to a local plan that is protective of in-stream beneficial uses.

Name of legally responsible person (LRP): Shanon Talliaferro

Title (owner, lessee, operator, etc.): Skyline Farms, Inc

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

WRPP prepared by (if different from LRP): \_\_\_\_\_

WRPP prepared on (Date): January 23, 2017

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE  
REGION 1 – NORTHERN REGION  
619 Second Street  
Eureka, CA 95501

RECEIVED

AUG 31 2018

CDFW - EUREKA

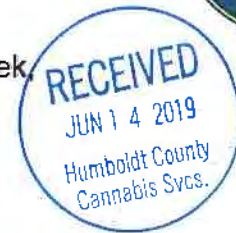


**STREAMBED ALTERATION AGREEMENT**

NOTIFICATION NO. 1600-2018-0091-R1

Unnamed Tributary to Seely Creek, Tributary to Redwood Creek,  
Tributary to the Eel River and the Pacific Ocean

Shanon Taliaferro  
Taliaferro Pond Project  
1 Encroachment



This Streambed Alteration Agreement (Agreement) is entered into between the California Department of Fish and Wildlife (CDFW) and Shanon Taliaferro (Permittee).

**RECITALS**

WHEREAS, pursuant to Fish and Game Code (FGC) section 1602, the Permittee initially notified CDFW on February 8, 2018, that the Permittee intends to complete the project described herein.

WHEREAS, pursuant to FGC section 1603, CDFW has determined that the project could substantially adversely affect existing fish or wildlife resources and has included measures in the Agreement necessary to protect those resources.

WHEREAS, the Permittee has reviewed the Agreement and accepts its terms and conditions, including the measures to protect fish and wildlife resources.

NOW THEREFORE, the Permittee agrees to complete the project in accordance with the Agreement.

**PROJECT LOCATION**

The project to be completed is located within the Eel River watershed, approximately 2.5 miles north and west of the town of Redway, County of Humboldt, State of California. The project is located in Section 5, T4S, R3E, and Section 4, T4S, R3E, Humboldt Base and Meridian; in the Miranda U.S. Geological Survey 7.5-minute quadrangle; Assessor's Parcel Numbers 222-163-001 and 220-312-002; latitude 40.1502 N and longitude -123.8616 W at the Catchment Pond.

**PROJECT DESCRIPTION**

The project is limited to an existing pond and the construction of a new pond (Table 1). Pond-1 is a small, existing pond that is currently the primary POD and storage for both domestic and cannabis irrigation. It collects water from a 0.25 acre drainage area.

Presently there is no armored overflow and the downslope dam wall (fill slope) has a minor 4-6" deep scarp. This shall be monitored for additional signs of slope failure. A rocked spillway shall be constructed that directs water towards a stable area where it can infiltrate. The applicant plans to construct a much larger (317,000 gallon) rain catchment pond for storage of water for domestic use and cannabis cultivation. This pond shall not be hydrologically connected to surface waters, neither from the source of water or by the overflow.

Table 1. Project Encroachments with Description

ID	Latitude/Longitude	Description
Pond-1	40.1502/-123.8603	Existing pond and current storage and POD for domestic and cannabis. Once new pond is constructed this pond will be used solely for fire suppression.
Pond-2	40.1502/-123.8616	Construct a rain catchment pond for water storage and cannabis cultivation use

## PROJECT IMPACTS

Existing fish or wildlife resources the project could substantially adversely affect include: coastal tailed frog (*Ascaphus Truei*), Chinook salmon (*Oncorhynchus tshawytscha*), coho salmon (*O. kisutch*), steelhead trout (*O. mykiss*), foothill yellow-legged frog (*Rana boylei*), and other amphibians, reptiles, aquatic invertebrates, mammals, birds, and other aquatic and riparian species.

The adverse effects the project could have on the fish or wildlife resources identified above include:

### Impacts to water quality:

- increased water temperature
- reduced instream flow
- temporary increase in fine sediment transport

### Impacts to bed, channel, or bank and direct effects on fish, wildlife, and their habitat:

- loss or decline of riparian habitat
- direct impacts on benthic organisms

### Impacts to natural flow and effects on habitat structure and process:

- cumulative effect when other diversions on the same stream are considered
- diversion of flow from activity site
- direct and/or incidental take
- indirect impacts
- impediment of up- or down-stream migration
- water quality degradation
- damage to aquatic habitat and function

## MEASURES TO PROTECT FISH AND WILDLIFE RESOURCES

### 1. Administrative Measures

The Permittee shall meet each administrative requirement described below.

- 1.1 Documentation at Project Site. The Permittee shall make the Agreement, any extensions and amendments to the Agreement, and all related notification materials and California Environmental Quality Act (CEQA) documents, readily available at the project site at all times and shall be presented to CDFW personnel, or personnel from another state, federal, or local agency upon request.
- 1.2 Providing Agreement to Persons at Project Site. The Permittee shall provide copies of the Agreement and any extensions and amendments to the Agreement to all persons who will be working on the project at the project site on behalf of the Permittee, including but not limited to contractors, subcontractors, inspectors, and monitors.
- 1.3 Adherence to Existing Authorizations. All water diversion facilities that the Permittee owns, operates, or controls shall be operated and maintained in accordance with current law and applicable water rights.
- 1.4 Change of Conditions and Need to Cease Operations. If conditions arise, or change, in such a manner as to be considered deleterious by CDFW to the stream or wildlife, operations shall cease until corrective measures approved by CDFW are taken. This includes new information becoming available that indicates that the bypass flows and diversion rates provided in this agreement are not providing adequate protection to keep aquatic life downstream in good condition or to avoid "take" or "incidental take" of federal or State listed species.
- 1.5 Notification of Conflicting Provisions. The Permittee shall notify CDFW if the Permittee determines or learns that a provision in the Agreement might conflict with a provision imposed on the project by another local, state, or federal agency. In that event, CDFW shall contact the Permittee to resolve any conflict.
- 1.6 Project Site Entry. The Permittee agrees to allow CDFW employees access to any property it owns and/or manages for the purpose of inspecting and/or monitoring the activities covered by this Agreement, provided CDFW: a) provides 24 hours advance notice; and b) allows the Permittee or representatives to participate in the inspection and/or monitoring. This condition does not apply to CDFW enforcement personnel.
- 1.7 CDFW Notification of Work Initiation and Completion. The Permittee shall contact CDFW within the seven-day period preceding the beginning of work permitted by this Agreement. Information to be disclosed shall include Agreement number, and

the anticipated start date. Subsequently, the Permittee shall notify CDFW no later than seven (7) days after the project is fully completed.

## 2. Avoidance and Minimization Measures

To avoid or minimize adverse impacts to fish and wildlife resources identified above, the Permittee shall implement each measure listed below.

- 2.1 Permitted Project Activities. Except where otherwise stipulated in this Agreement, all work shall be in accordance with the Permittee Notification received on February 8, 2018 together with all maps, BMP's, photographs, drawings, and other supporting documents submitted with the Notification.
- 2.2 Incidental Take. This Agreement does not allow for the take, or incidental take of any state or federal listed threatened or endangered listed species.

### Project Timing

- 2.3 Work Period. All work, not including diversion of water, shall be confined to the period **June 15 through October 1** of each year. Work within the active channel of a stream shall be restricted to periods of **dry weather**. Precipitation forecasts and potential increases in stream flow shall be considered when planning construction activities. Construction activities shall cease and all necessary erosion control measures shall be implemented prior to the onset of precipitation.
- 2.4 Work Completion. The proposed work shall be completed by no later than **October 1, 2019**. A notice of completed work, including photographs of each site, shall be submitted to CDFW within seven (7) days of project completion.
- 2.5 Extension of the Work Period. If weather conditions permit, and the Permittee wishes to extend the work period after October 1, a written request shall be made to CDFW at least 5-working days before the proposed work period variance. Written approval (letter or e-mail) for the proposed time extension must be received from CDFW prior to activities continuing past October 1.

### Vegetation Management

- 2.6 Minimum Vegetation Removal. No native riparian vegetation shall be removed, except where authorized by CDFW. Permittee shall limit the disturbance or removal of native vegetation to the minimum necessary to achieve design guidelines and standards for the Authorized Activity. Permittee shall take precautions to avoid damage to vegetation outside the work area.
- 2.7 Vegetation Management. Permittee shall limit vegetation management (e.g., trimming, pruning, or limbing) and removal for the purpose of stream crossing or

diversion infrastructure placement/maintenance to the use of hand tools.  
Vegetation management shall not include treatment with herbicides.

### Reservoirs

- 2.8 No Stocking. Stocking of fish, wildlife, or plant of any kind, in any Waters of the State, including reservoirs, shall be prohibited without written permission from the department pursuant to Section 6400 of the Fish and Game Code.
- 2.9 Invasive Species Management for Reservoirs. Permittee shall implement an invasive species management plan prepared by a Biologist for any existing or proposed reservoir. The plan shall include, at a minimum, an annual survey for invasive aquatic species, including the American bullfrog (*Lithobates catesbeianus* = *Rana catesbeiana*). The Biologist, if appropriate, shall implement eradication measures if invasive aquatic species are identified as part of the survey.
- 2.9.1 Bullfrog Management Plan. If bullfrogs are observed, they shall be appropriately managed. Management of bullfrogs, including annual draining and drying of ponds, shall follow the guidelines in Exhibit A. A copy of the annual monitoring report, shall be submitted to CDFW in accordance with the reporting measures described in Exhibit A and below (Reporting Measure 3.2)
- 2.10 Off-stream reservoirs. Shall be appropriately designed, sized, and managed to contain any diverted water in addition to precipitation and storm water runoff, without overtopping. The Permittee shall install an overflow spillway that will withstand a 100-year flood event, designed with a dispersal mechanism, or low-impact design, that discourages channelization and promotes dispersal and infiltration of flows to prevent surface overflow from reaching waters of the State. The spillway shall be designed and placed to allow for a minimum of two-feet of freeboard.
- 2.11 Wildlife Entrapment Prevention. The Permittee shall install several exit ramps to prevent wildlife entrapment. Exit ramps shall meet the following requirements: installed at no greater than 2:1 slope, securely fixed at the upslope end, made of solid material (e.g. wood), and be a minimum length of 1.5 times the radius of the pond. A notice of completed work, with supplemental pictures, shall be submitted to CDFW by December 31, 2018.

### Erosion Control and Pollution

- 2.12 Erosion Control. Permittee shall use erosion control measures throughout all work phases where sediment runoff threatens to enter a stream, lake, or other Waters of the State.



- 2.13 Erosion Control. Permittee shall use erosion control measures throughout all work phases where sediment runoff threatens to enter a stream, lake, or other Waters of the State.
- 2.14 Seed and Mulch. Upon completion of construction operations and/or the onset of ~~wet weather~~, Permittee shall stabilize exposed soil areas within the work area by applying mulch and seed. Permittee shall restore all exposed or disturbed areas and access points within the stream and riparian zone by applying local native and weed free erosion control grass seeds. Locally native wildflower and/or shrub seeds may also be included in the seed mix. Permittee shall mulch restored areas using at least two to four inches of weed-free clean straw or similar biodegradable mulch over the seeded area. Alternately, Permittee may cover seeding with jute netting, coconut fiber blanket, or similar non-synthetic monofilament netting erosion control blanket.
- 2.15 Erosion and Sediment Barriers. Permittee shall monitor and maintain all erosion and sediment barriers in good operating condition throughout the work period and the following rainy season, defined herein to mean October 15 through June 15. Maintenance includes, but is not limited to, removal of accumulated sediment and/or replacement of damaged sediment fencing, coir logs, coir rolls, and/or straw bale dikes. If the sediment barrier fails to retain sediment, Permittee shall employ corrective measures, and notify the department immediately.
- 2.16 Prohibition on Use of Monofilament Netting. To minimize the risk of ensnaring and strangling wildlife, Permittee shall not use any erosion control materials that contain synthetic (e.g., plastic or nylon) monofilament netting, including photo- or ~~biodegradable~~ plastic netting. Geotextiles, fiber rolls, and other erosion control measures shall be made of loose-weave mesh, such as jute, hemp, coconut (coir) fiber, or other products without welded weaves.
- 2.17 Waste Containment and Disposal. Permittee shall contain all operation associated refuse in enclosed, wildlife proof, storage containers, at all times, and relocate refuse to an authorized waste management facility, in compliance with State and local laws, on a regular and ongoing basis. All refuse shall be removed from the site and properly disposed of, at the close of the cultivation season and/or when the parcel is no longer in use.
- 2.18 Site Maintenance. Permittee shall be responsible for site maintenance including, but not limited to, re-establishing erosion control to minimize surface erosion and ensuring drainage structures and altered streambeds and banks remain sufficiently armored and/or stable.
- 2.19 Cover Spoil Piles. Permittee shall have readily available erosion control materials such as wattles, natural fiber mats, or plastic sheeting, to cover and contain exposed spoil piles and exposed areas in order to prevent sediment from moving into a stream or lake. Permittee shall apply and secure these materials prior to rain

events to prevent loose soils from entering a stream, lake, or other Waters of the State.

2.20 No Dumping. Permittee shall not deposit, permit to pass into, or place where it can pass into a stream, lake, or other Waters of the State any material deleterious to fish and wildlife, or abandon, dispose of, or throw away within 150 feet of a stream, lake, or other Waters of the State any cans, bottles, garbage, motor vehicle or parts thereof, rubbish, litter, refuse, waste, debris, or the viscera or carcass of any dead mammal, or the carcass of any dead bird.

### 3. Reporting Measures

- 3.1 Work Completion. The proposed work shall be completed by no later than **October 1, 2019**. A notice of completed work (condition 2.4), with supplemental photos, shall be submitted to CDFW **within seven (7) days** of project completion.
- 3.2 Invasive Species Management for Reservoirs. The Permittee shall submit all required documents described in the Invasive Species Management for Reservoirs (condition 2.9) including subsection 2.9.1, **Bullfrog Management Plan (Exhibit A)** no later than **December 31** of each year. The Bullfrog Management Plan shall be submitted to CDFW at 619 Second Street, Eureka, CA 95501.
- 3.3 Wildlife Entrapment Prevention. A notice of completed work, with supplemental pictures, shall be submitted to CDFW at 619 Second Street, Eureka, CA 95501, by **December 31, 2019**.

### CONTACT INFORMATION

Written communication that the Permittee or CDFW submits to the other shall be delivered to the address below unless the Permittee or CDFW specifies otherwise.

To Permittee:

Shanon Taliaferro  
PO Box 991  
Redway, CA 95560  
707-223-0494

To CDFW:

Department of Fish and Wildlife  
Northern Region  
619 Second Street  
Eureka, California 95501  
Attn: Lake and Streambed Alteration Program  
Notification #1600-2017-0091-R1

## **LIABILITY**

The Permittee shall be solely liable for any violation of the Agreement, whether committed by the Permittee or any person acting on behalf of the Permittee, including its officers, employees, representatives, agents or contractors and subcontractors, to complete the project or any activity related to it that the Agreement authorizes.

This Agreement does not constitute CDFW's endorsement of, or require the Permittee to proceed with the project. The decision to proceed with the project is the Permittee's alone.

## **SUSPENSION AND REVOCATION**

CDFW may suspend or revoke in its entirety this Agreement if it determines that the Permittee or any person acting on behalf of the Permittee, including its officers, employees, representatives, agents, or contractors and subcontractors, is not in compliance with the Agreement.

Before CDFW suspends or revokes the Agreement, it shall provide the Permittee written notice by certified or registered mail that it intends to suspend or revoke. The notice shall state the reason(s) for the proposed suspension or revocation, provide the Permittee an opportunity to correct any deficiency before CDFW suspends or revokes the Agreement, and include instructions to the Permittee, if necessary, including but not limited to a directive to immediately cease the specific activity or activities that caused CDFW to issue the notice.

## **ENFORCEMENT**

Nothing in the Agreement precludes CDFW from pursuing an enforcement action against the Permittee instead of, or in addition to, suspending or revoking the Agreement.

Nothing in the Agreement limits or otherwise affects CDFW's enforcement authority or that of its enforcement personnel.

## **OTHER LEGAL OBLIGATIONS**

This Agreement does not relieve the Permittee or any person acting on behalf of the Permittee, including its officers, employees, representatives, agents, or contractors and subcontractors, from obtaining any other permits or authorizations that might be required under other federal, state, or local laws or regulations before beginning the project or an activity related to it.

This Agreement does not relieve the Permittee or any person acting on behalf of the Permittee, including its officers, employees, representatives, agents, or contractors and

subcontractors, from complying with other applicable statutes in the FGC including, but not limited to, FGC sections 2050 *et seq.* (threatened and endangered species), 3503 (bird nests and eggs), 3503.5 (birds of prey), 5650 (water pollution), 5652 (refuse disposal into water), 5901 (fish passage), 5937 (sufficient water for fish), and 5948 (obstruction of stream).

Nothing in the Agreement authorizes the Permittee or any person acting on behalf of the Permittee, including its officers, employees, representatives, agents, or contractors and subcontractors, to trespass.

### **AMENDMENT**

CDFW may amend the Agreement at any time during its term if CDFW determines the amendment is necessary to protect an existing fish or wildlife resource.

The Permittee may amend the Agreement at any time during its term, provided the amendment is mutually agreed to in writing by CDFW and the Permittee. To request an amendment, the Permittee shall submit to CDFW a completed CDFW "Request to Amend Lake or Streambed Alteration" form and include with the completed form payment of the corresponding amendment fee identified in CDFW's current fee schedule (see Cal. Code Regs., tit. 14, § 699.5).

### **TRANSFER AND ASSIGNMENT**

This Agreement may not be transferred or assigned to another entity, and any purported transfer or assignment of the Agreement to another entity shall not be valid or effective, unless the transfer or assignment is requested by the Permittee in writing, as specified below, and thereafter CDFW approves the transfer or assignment in writing.

The transfer or assignment of the Agreement to another entity shall constitute a **minor** amendment, and therefore to request a transfer or assignment, the Permittee shall submit to CDFW a completed CDFW "Request to Amend Lake or Streambed Alteration" form and include with the completed form payment of the minor amendment fee identified in CDFW's current fee schedule (see Cal. Code Regs., tit. 14, § 699.5).

### **EXTENSIONS**

In accordance with FGC section 1605(b), the Permittee may request one extension of the Agreement, provided the request is made prior to the expiration of the Agreement's term. To request an extension, the Permittee shall submit to CDFW a completed CDFW "Request to Extend Lake or Streambed Alteration" form and include with the completed form payment of the extension fee identified in CDFW's current fee schedule (see Cal. Code Regs., tit. 14, § 699.5). CDFW shall process the extension request in accordance with FGC 1605(b) through (e).

If the Permittee fails to submit a request to extend the Agreement prior to its expiration, the Permittee must submit a new notification and notification fee before beginning or continuing the project the Agreement covers (FGC section 1605(f)).

### **EFFECTIVE DATE**

The Agreement becomes effective on the date of CDFW's signature, which shall be: 1) after the Permittee signature; 2) after CDFW complies with all applicable requirements under the California Environmental Quality Act (CEQA); and 3) after payment of the applicable FGC section 711.4 filing fee listed at [http://www.wildlife.ca.gov/habcon/ceqa/ceqa\\_changes.html](http://www.wildlife.ca.gov/habcon/ceqa/ceqa_changes.html).

### **TERM**

This Agreement shall **expire five years** from date of execution, unless it is terminated or extended before then. All provisions in the Agreement shall remain in force throughout its term. The Permittee shall remain responsible for implementing any provisions specified herein to protect fish and wildlife resources after the Agreement expires or is terminated, as FGC section 1605(a)(2) requires.

### **AUTHORITY**

If the person signing the Agreement (signatory) is doing so as a representative of the Permittee, the signatory hereby acknowledges that he or she is doing so on the Permittee's behalf and represents and warrants that he or she has the authority to legally bind the Permittee to the provisions herein.

### **AUTHORIZATION**

This Agreement authorizes only the project described herein. If the Permittee begins or completes a project different from the project the Agreement authorizes, the Permittee may be subject to civil or criminal prosecution for failing to notify CDFW in accordance with FGC section 1602.

**CONCURRENCE**

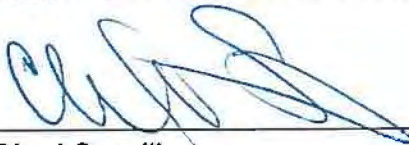
The undersigned accepts and agrees to comply with all provisions contained herein.

**FOR Shanon Taliaferro**

  
\_\_\_\_\_  
Shanon Taliaferro

8-28-18  
\_\_\_\_\_  
Date

**FOR DEPARTMENT OF FISH AND WILDLIFE**

  
\_\_\_\_\_  
Cheri Sanville  
Senior Environmental Scientist Supervisor

9/4/18  
\_\_\_\_\_  
Date

Prepared by: T.O. Smith, May 15, 2018

## EXHIBIT A.

### BULLFROG MONITORING AND MANAGEMENT PLAN FOR 1600-2018-0091-R1

#### GENERAL BULLFROG INFORMATION

The American bullfrog (*Lithobates catesbeianus* = *Rana catesbeiana*); hereafter bullfrog, is an invasive non-native species in California and poses a significant threat to California's native fish and wildlife resources. Bullfrogs were introduced in California over 100 years ago from eastern parts of the United States as a food supply, but have since caused substantial **ecological** consequences. Bullfrogs are considered highly invasive and are well documented to be prey upon a variety of fish and wildlife species, including some that are rare, threatened, and endangered. Human modifications to the environment provide favorable condition to bullfrogs such as artificially created agricultural ponds, canals and ditches where warm **still water** occurs. As a result bullfrogs have spread throughout California.

Efforts to control bullfrogs have been met with varying degrees of success because: 1) bullfrogs can be difficult to detect and go dormant from fall through winter, 2) bullfrogs often take cover in difficult areas to manage (e.g. dense vegetation), 3) they can travel long distances to colonize and re-colonize areas, 4) they have high reproductive output, 5) they are weary and readily flee perceived threats, and 6) they can survive physical trauma remarkably well. CDFW scientific staff recognizes there is an urgent and immediate need to develop improved bullfrog management strategies to protect California's diverse fish, wildlife, and plant resources, and the habitats upon which they depend, for their ecological values and for their use and enjoyment by the public. Public support and implementation of bullfrog control in California is an important conservation strategy that will help protect natural resources for future generations.

#### MONITORING

The Project reservoir(s) shall be monitored for bullfrog presence on an annual basis with a minimum of five total surveys, no less than two weeks apart, throughout the months of May-July

- All pond survey effort must be made by a person knowledgeable in bullfrog identification (see Appendix A for reference photos);
- Survey efforts shall include listening for bullfrog calls and slowly walking the complete perimeter of the pond at night\* (dusk or later) while shining a flashlight to detect movement and eye-shine

If bullfrogs are not detected upon completion of five total surveys, or at any other time of the year incidentally, removal efforts are not required that year.

\*Day time monitoring can also be conducted to aid detection but is not required under this plan.

#### SUCCESS CRITERIA

The level of effort needed to successfully manage bullfrog populations varies with infestation levels. This plan shall be considered successfully implemented if sufficient effort is provided to prevent adult bullfrogs from reproducing in the reservoir(s) each year, and no bullfrog life-stages can be detected. Bullfrogs are capable of traveling long distances over-land, and on-going

efforts will be required to ensure dispersing bullfrogs do not colonize the reservoir(s) at a future time.

### **OPTIONS FOR MANAGEMENT**

Two management methods may be employed for controlling bullfrogs under this plan and include:

- Manual direct removal
- Reservoir de-watering (Hydro-modification)

Implementing both reservoir de-watering and manual direct removal is currently believed to be the most effective method of managing bullfrog infestations. For reservoirs that are heavily infested with juvenile bullfrogs and/or tadpoles, reservoir dewatering may be necessary to break the bullfrog's life cycle and prevent on-going reproduction. Prior to conducting reservoir dewatering activities, please coordinate with CDFW Scientist T.O. Smith at [timothy.smith@wildlife.ca.gov](mailto:timothy.smith@wildlife.ca.gov)

### **Direct Removal**

All direct removal efforts must be made by a person knowledgeable in bullfrog identification.

- Removal efforts must occur during, but are not be limited to the active/breeding season, occurring May – July;
- A minimum of *five* efforts throughout the season are considered necessary;
- Direct removal efforts are typically most effective when conducted at night with use of lights but can also be conducted during the day;
- Direct removal must include working the entire perimeter of the reservoir;
- A rubber raft or small boat may be necessary to successfully remove some individuals;
- A team of two individuals or more is often helpful, one person for shining lights and/or operating a boat and the other person to perform removal efforts;
- Bullfrog tadpoles must be removed and dispatched and must not be relocated or kept as pets.

### **Management Authorization**

Take of bullfrogs is specifically allowed in the California Code of Regulations (CCR), Title 14 (T-14) section 5.05(a)(28), under the authority of a sport fishing license. There is no daily bag limit, possession limit or hour restriction, but bullfrogs can only be taken by hand, hand-held dip net, hook and line, lights, spears, gigs, grabs, paddles, bow and arrow or fish tackle.

Alternatively, FGC Section 5501 allows CDFW, as limited by the commission, to issue a permit to destroy fish that are harmful to other wildlife. The regulations have addressed this under Section CCR T-14 226.5 Issuance of Permits to Destroy Harmful Species of Fish in Private Waters for Management Purposes. This allows the CDFW to issue free permits to destroy harmful aquatic species by seining and draining.



## Pond Dewatering

Pond dewatering may be appropriate if the reservoir can be successfully dewatered without adversely affecting stream resources. Careful planning and coordination with CDFW, is necessary to ensure potential impacts to stream resources can be addressed, prior to commencing with pond draining. Discharge of polluted water to waters of the state may require permitting from other agencies with permitting authority, such as the Regional Water Quality Control Board.

In general, bullfrog tadpoles require two years to develop into frogs, whereas native amphibians only require one year. Therefore, draining a reservoir every year is intended to interrupt bullfrog tadpole development, dramatically decrease bullfrog populations and allow for reduced efforts as a measure of adaptive management. Typically in Northern California, reservoir draining should occur in September through October to avoid impacts to sensitive native amphibian and fishery resources. While draining occurs, direct removal efforts should be employed as described above if possible.

## REPORTING

A written log shall be kept of monitoring and management efforts and shall be provided to CDFW each year by December 31. The written log shall include: 1) date and time of each monitoring and management effort, 2) approximate number of each bullfrog life stage detected and/or removed per effort, and 3) amount of time spent for each monitoring and management effort.

## APPENDIX A. BULLFROG REFERENCE PHOTOS



This is a photo of a Bullfrog tadpole. (Photo taken by Mike van Hattem).



The photos shown in this Appendix demonstrate a medium sized adult bullfrog that was removed from Ten Mile Creek, Mendocino County. Note the bullfrog has a large tympanum, (circular ear drum shown with an arrow) and **does not** have distinct ridges along its back (dorsolateral folds). Photo taken by Wes Stokes.



The bullfrog has somewhat distinct mottling and **the underside of the bullfrogs hind legs are not shaded pink or red.**



August 28, 2018

State of California  
Department of Fish & Wildlife  
Northern Region  
619 Second Street  
Eureka, CA 95501

RECEIVED

AUG 31 2018

CDFW - EUREKA

RE: Notification No. 1600-2018-0091-R1

Dear Cheri Sanville,

Enclosed is our LSA that was prepared by T.O. Smith. In excitement about receiving it, I filed it in our binder instead of reading the instructions about signing and returning for final authorization.

We are moving forward with the State Annual license and I'm tying up all the loose ends. Please advise if we are still within the timeframe for approval and if not what else is required.

Skyline Farms is committed to the cannabis compliance process and we have extensive project files, so please *don't* hesitate if there is anything else required or missing, call (707) 223-0679 or email [skylinefarmsllc@gmail.com](mailto:skylinefarmsllc@gmail.com).

Thank you,  
Casandra & Shanon Taliaferro

PO Box 991 Redway, CA 95560

[SkylineFarmsLLC@gmail.com](mailto:SkylineFarmsLLC@gmail.com)

(707) 223-0494



DEPARTMENT OF PUBLIC WORKS  
**COUNTY OF HUMBOLDT**

MAILING ADDRESS: 1106 SECOND STREET, EUREKA, CA 95501-0579  
 AREA CODE 707



ARCATA-EUREKA AIRPORT TERMINAL  
 MCKINLEYVILLE  
 FAX 839-3596

PUBLIC WORKS BUILDING  
 SECOND & L ST, EUREKA  
 FAX 445-7403

CLARK COMPLEX  
 HARRIS & H ST, EUREKA  
 FAX 445-7388

AVIATION	839-5401	ADMINISTRATION	445-7491	NATURAL RESOURCES	445-7741	LAND USE	445-7205
		BUSINESS	445-7652	NATURAL RESOURCES PLANNING	267-9540		
		ENGINEERING	445-7377	PARKS	445-7651		
		FACILITY MAINTENANCE	445-7493	ROADS & EQUIPMENT MAINTENANCE	445-7421		

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**ROAD EVALUATION REPORT INSTRUCTIONS**

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**PURPOSE:** The *Road Evaluation Report* is intended as a way for an applicant to document the condition of the access road(s) serving the subject property for cannabis projects that require a Conditional Use Permit (CUP), Special Permit (SP), or Zoning Clearance Certificate (ZCC). This report is not intended to be used for any other type of Planning & Building Department permit application. This will enable Public Works staff to determine if the existing roadway network [excluding on-site driveway(s)] is suitable to accommodate the proposed use on the subject property.

In rural areas, a category 4 road is usually adequate for most uses. If the road is paved and has a centerline stripe it is considered by the Department to be a category 4 road. In urban and suburban areas, the road may also need to accommodate other road users (pedestrians, bicycles, equestrians, etc.). When roads meet or exceed this standard, the roadways can typically accommodate increased traffic. This evaluation is accomplished by the applicant completing Part A of the *Road Evaluation Report*.

When the roadways do not meet a category 4 standard, there is a question that road may not be able to accommodate traffic from the proposed use. The goal is to evaluate roads that do not meet road category 4 standards in order to determine if the roads can accommodate increased traffic. This evaluation is accomplished by the applicants engineer completing Part B of the *Road Evaluation Report*.

In lieu of constructing road improvements to meet a category 4 road standard, the Department may approve a *Neighborhood Traffic Management Plan*. A neighborhood traffic management plan may include (but is not limited) the following elements: restricting the times that project traffic will use the road to off-peak hours; combining trips to reduce the volume of project traffic; carpooling to reduce the volume of project traffic; the use of signs and CB radios to coordinate traffic using the road(s); etc. The Department's criteria for approving a *Neighborhood Traffic Management Plan* is based upon site specific conditions; sound engineering judgment; the proposed ADT and DHV of the roads; the need to accommodate other road users (pedestrians, bicycles, equestrians, and other cannabis projects using the road, etc.); and the frequency and quantity of traffic associated with the proposed use. The applicant's Civil Engineer can address this in Part B of the *Road Evaluation Report*.

There may be other cannabis projects that use the same access road(s) as your project. Part B of the *Road Evaluation Report* needs to address the cumulative impacts from your project and all other cannabis projects that will also use the same road(s). There may be benefits of applicants collectively working together with one engineer to complete the *Road Evaluation Reports* for all of the projects.

*(continued on next page)*

HUMBOLDT COUNTY DEPARTMENT OF PUBLIC WORKS  
ROAD EVALUATION REPORT

**PART A: Part A may be completed by the applicant**

Applicant Name: Shanon Taliaferro APN: 220-312-002, 222-163-001

Planning & Building Department Case/File No.: 11718, 11719

Road Name: Seely Creek Road (complete a separate form for each road)

From Road (Cross street): Briceland Road

To Road (Cross street): Skyline Farms Driveway (address application pending)

Length of road segment: 1.5 miles miles Date Inspected: 10-16-17

Road is maintained by:  County  Other Seely Creek Road Association  
(State, Forest Service, National Park, State Park, BLM, Private, Tribal, etc)

Check one of the following:

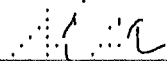
Box 1  The entire road segment is developed to Category 4 road standards (20 feet wide) or better. If checked, then the road is adequate for the proposed use without further review by the applicant.

Box 2  The entire road segment is developed to the equivalent of a road category 4 standard. If checked, then the road is adequate for the proposed use without further review by the applicant.

*An equivalent road category 4 standard is defined as a roadway that is generally 20 feet in width, but has pinch points which narrow the road. Pinch points include, but are not limited to, one-lane bridges, trees, large rock outcroppings, culverts, etc. Pinch points must provide visibility where a driver can see oncoming vehicles through the pinch point which allows the oncoming vehicle to stop and wait in a 20 foot wide section of the road for the other vehicle to pass.*

Box 3  The entire road segment is not developed to the equivalent of road category 4 or better. The road may or may not be able to accommodate the proposed use and further evaluation is necessary. Part B is to be completed by a Civil Engineer licensed by the State of California.

The statements in PART A are true and correct and have been made by me after personally inspecting and measuring the road.



Signature

10-17-17

Date

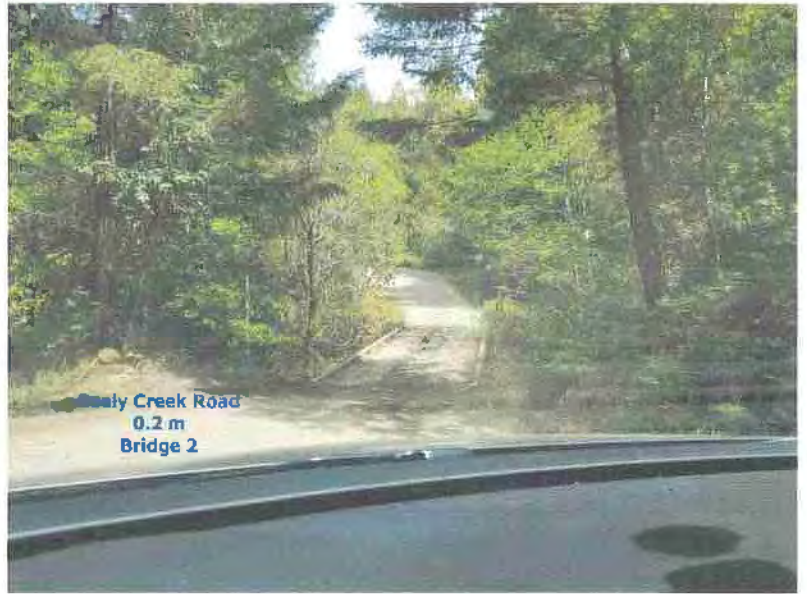
Shanon Taliaferro

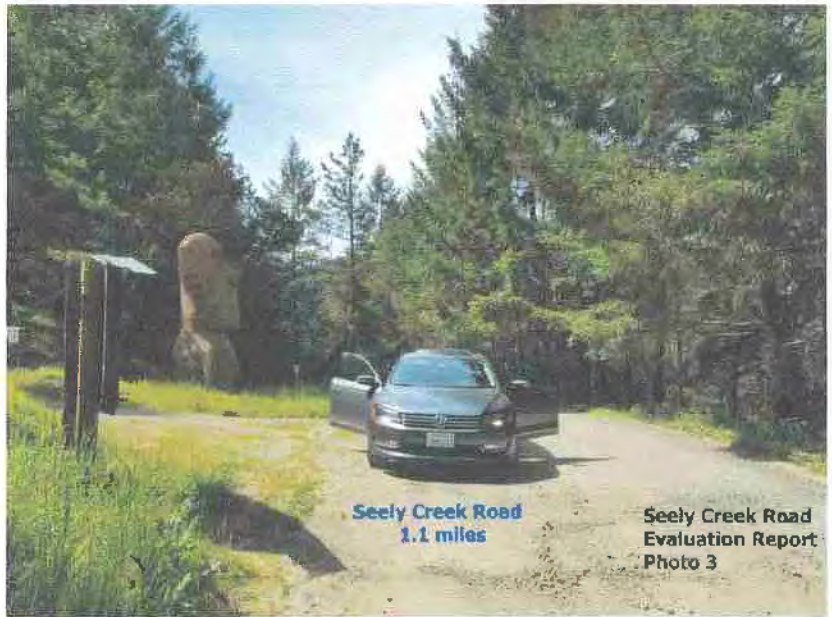
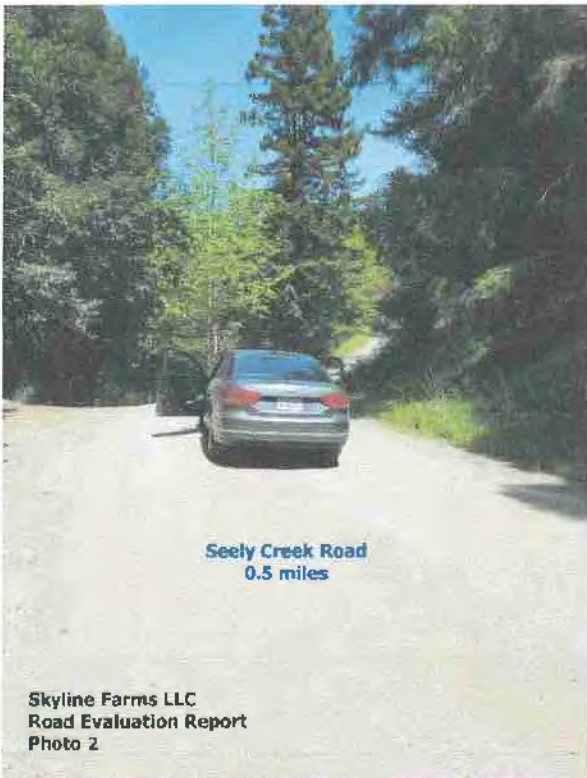
Name Printed

**Important: Read the instructions before using this form. If you have questions, please call the Dept. of Public Works Land Use Division at 707.435.7205.**

mailed 4/24/18  
w/ photos

Skyline Farms LLC  
Road Evaluation Report  
Photo 1

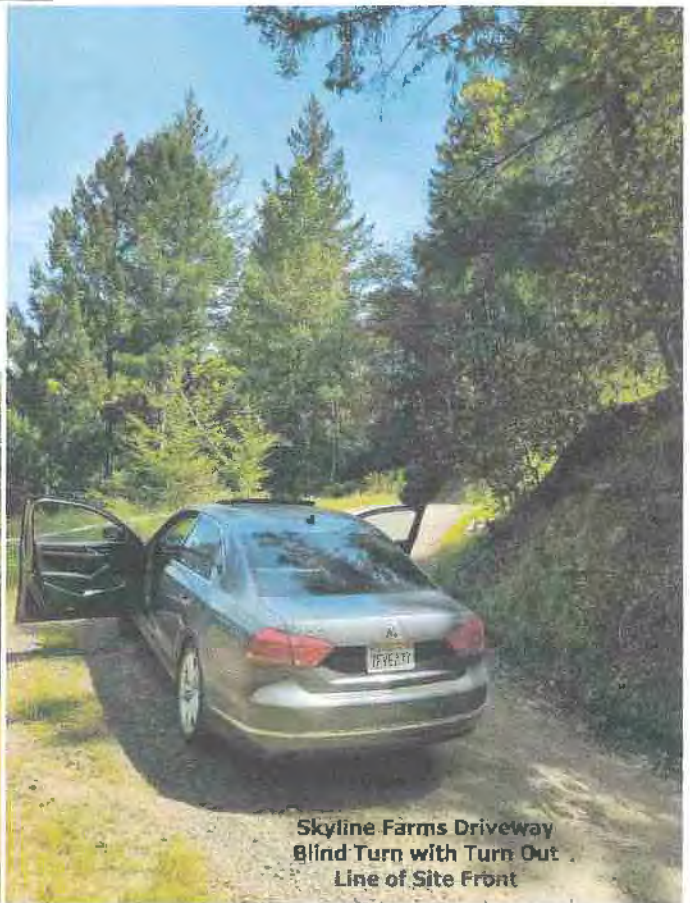




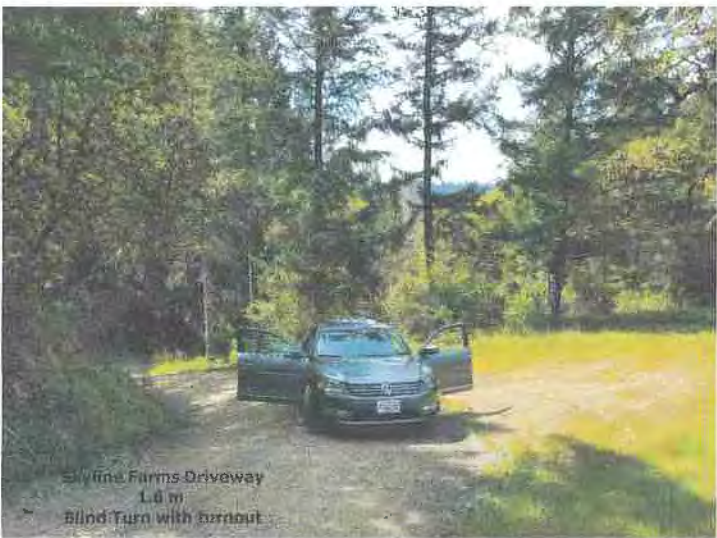


Skyline Farms Driveway

Seely Creek Road  
1.5 m



Skyline Farms Driveway  
Blind Turn with Turn Out  
Line of Site Front

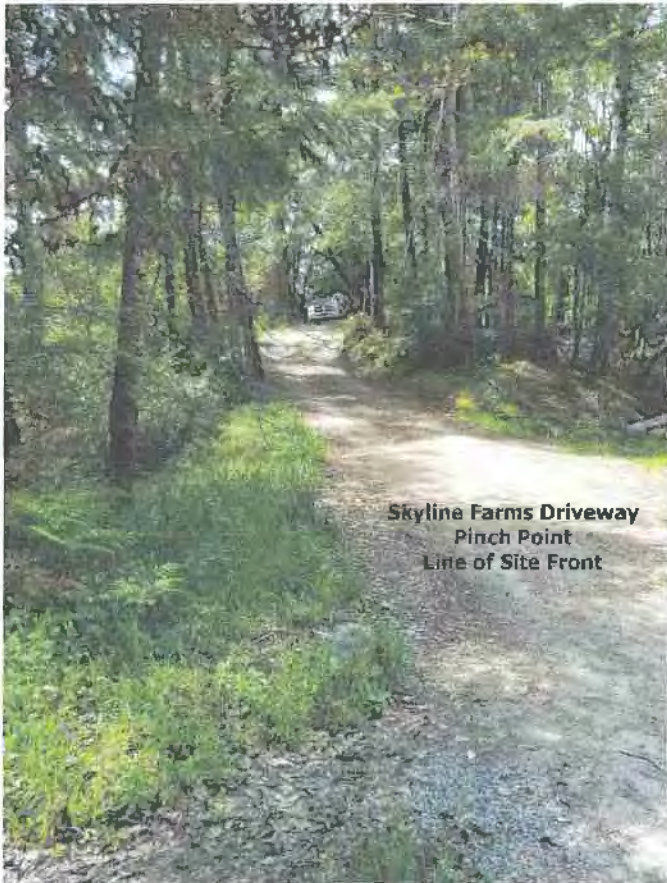


Skyline Farms Driveway  
1.0 m  
Blind Turn with turnout

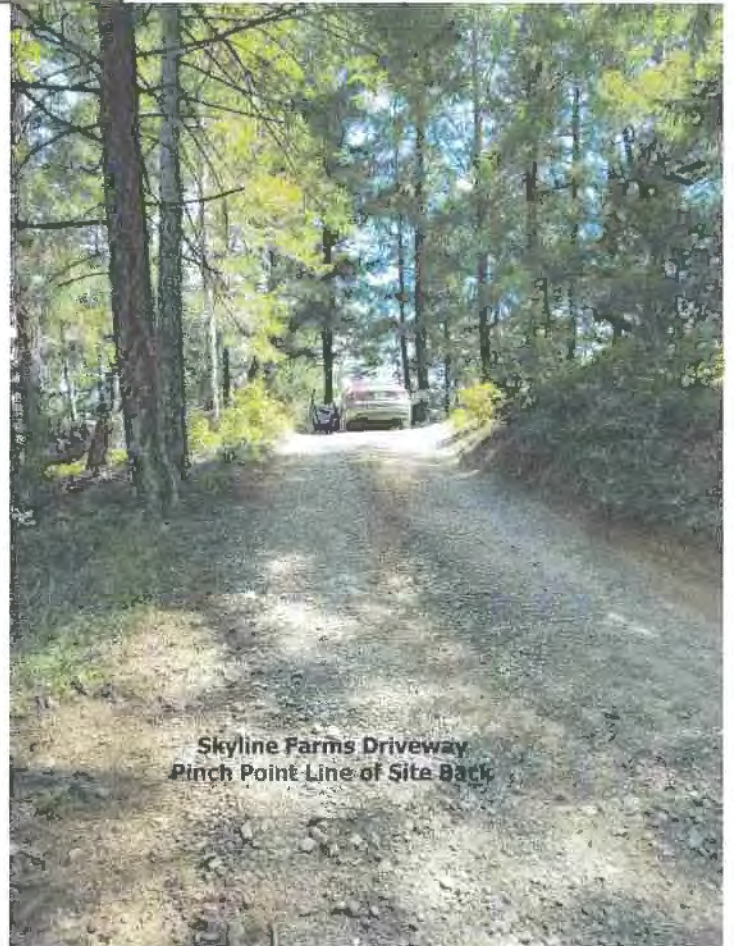




**Skyline Farms Driveway  
Pinch Point with turn out  
1.75 miles**



**Skyline Farms Driveway  
Pinch Point  
Line of Site Front**



**Skyline Farms Driveway  
Pinch Point Line of Site Back**