

ATTACHMENT 2: MODEL OAP

Odor Complaint Response and Corrective Actions

In the event of an odor complaint at ___ (insert address here) (the “Property”), please contact ___ (insert operator name here) (“Operator”) Primary Odor Contact, as well as the Planning & Development Department (“Department”) at (805) 568-2057 or online at https://www.surveymonkey.com/r/cannabis_complaints

[Primary Odor Contact]

1. Weather Monitoring

- A. Operator shall install and maintain continuous weather monitoring equipment in accordance with direction of a meteorological monitoring network plan provided by a qualified third-party professional so as to continuously record and transmit weather data, including wind speed, direction (including low speed wind direction capabilities), temperature and barometric pressure for as long as it engages in cannabis cultivation at this Property.
- B. This weather data will be maintained electronically and made available upon request (for at least one year) to the Department.
- C. Operator will use weather data to identify the variables and conditions that can cause, contribute to and affect Odor Episodes (defined below) and to better understand the transport and fate of odor emissions from cannabis operations in Carpinteria.
- D. In the event that a regional meteorological network is created by the Department or other entity, data from Operator’s weather monitoring equipment shall be made available in real time to such network.

2. Odor Technology

The facility shall follow all methods for controlling and reducing odor as outlined in the Odor Abatement Plan and shall deploy, or re-deploy the best available control technologies (BACT) or methods as necessary to control odor at the facility, as determined by the Department. Any BACT to be employed by an Operator at a future date may require additional permits or changes to existing permits as determined by the Department.

3. Initial Audit and Continuing Monitoring Obligations

The Operator shall develop a testing program to deploy continuously over a 7-day period the best available proven odor monitoring device/method to measure cannabis odor causing emissions from the property during the first week of permitted operations, if other equivalent baseline odor testing has not already been conducted. The applicant shall maintain all odor monitoring data for 3 years and shall provide odor monitoring data to the Department upon request.

4. Community Participation and Outreach

Prior to the commencement of operations, the Operator shall provide to property owners and residents located within 1,000 feet of the Property the contact information for the Primary Odor Contact, who shall be available by telephone on a 24 hour/day basis to receive and respond to calls regarding any odor complaints (Santa Barbara County Article II Coastal Zoning Ordinance (CZO) §35-144U.C.6.f.1.). The Operator shall immediately notify the Department, property owners and residents located within 1,000 feet of any changes to the local contact (CZO §35-144U.C.6.f.2.).

5. Odor Response Protocol

The Operator will continuously monitor odor complaints and will immediately route complaints to the Primary Odor Contact for a timely response. The Operator may utilize analytical tools and measurement systems to evaluate odor inquiries and assess odor conditions, as well as for routine monitoring of horticultural conditions, for the long-term goal of eliminating fugitive cannabis odors.

The Operator shall notify the Department of any complaints the Operator receives within 24 hours of receiving the complaint (CZO §35-144U.C.6.f.3). The Operator shall respond to an initial complaint within one hour and if needed, take corrective action to address any violation of CZO §35-144U.C.6 within two hours (CZO §35-144U.C.6.f.4). The Operator shall implement a complaint tracking system for all complaints that the operator receives, which includes a method for recording the following information: contact information of the complainant (if the complainant is willing to provide), as well as a description of the location from which the complainant detected the odors; time that the operator received the complaint; description of the complaint; description of the activities occurring on site when the complainant detected the odors; and actions the operator implemented in order to address the odor complaint. The operator shall provide the complaint tracking system records to the Department as part of any Departmental inspections of the cannabis activity, and upon the Department's request. The operator shall maintain the complaint tracking records for a minimum of five years (CZO §35-144U.C.6.f.5).

If the Department receives three verified complaints regarding odor events in any 365-day period, the Operator shall implement corrective actions to comply with the odor abatement requirements of County Code Section §35-144U.C.

a. Level 1 Response - Initial Assessment and Corrective Actions

For any instance in the Odor Response Protocol below where the Operator can determine that an odor complaint is "resolved" or "unresolved", the determination by the Operator does not preclude the Department from taking further actions, including enforcement actions pursuant to Section 35-185 (Enforcement and Penalties), of the Coastal Zoning Ordinance, which may include, but are not limited to, initiating proceedings to revoke the applicable cannabis land use entitlement(s) pursuant to Section 35-169.8 (Coastal Development Permits) of the Coastal Zoning Ordinance.

Once an odor complaint is received by the Operator, the Operator shall within one hour after the odor complaint is received, perform an onsite visual inspection to ensure the function and integrity of the following:

1. The odor abatement equipment is working as intended and that there are no visible breaks or blockages in any odor abatement equipment; and
2. If being used, all carbon scrubbers or other odor abatement equipment are working properly and filters are clear of any debris; and
3. All doors are closed, sealed and secured, including greenhouse entry and exit points, internal processing rooms and processing entry and exit points, pursuant to Operator's Standard Operating Procedures ("SOPs"); and
4. A walk of the perimeter of the cannabis facilities, inspecting the integrity of the walls and structure and examining if a physically apparent source of odor can be detected.

If a cause for the reported odor episode was discovered during the inspection, the Operator shall take corrective action to address any violation of CZO §35-144U.C.6 within two hours of the complaint.

After taking corrective action, the Operator shall complete a site inspection at the reported odor complaint location to determine whether the odor complaint has abated. If odor is no longer detectable at the reporting location identified in the complaint or at locations in the direction where the Operator would expect odor to migrate based on the meteorological conditions present at the time of the odor complaint, then the odor complaint may be deemed resolved.

If no cause for the reported odor complaint was ascertained during the inspection and if odor is not detectible at the reporting location identified in the complaint, the odor complaint shall be deemed resolved.

b. Level 2 Response -- Diagnostic Assessment and Corrective Actions

If, after the Level 1 Response is complete, the Operator continues to observe fugitive odors, receives further odor complaints indicating that the odor is persisting or recurring periodically during the following 8-24 hour period, the Operator shall:

1. Conduct a weather assessment (wind speed, direction and any shifts, anecdotal weather information collected from interested parties, time and duration of odor complaint) of the conditions that were occurring at and in the two hours before the time of the odor complaint;
2. Perform a comprehensive diagnostic review of the odor abatement system;
3. Interview staff members that were on site during and in the two hours before the time of the odor complaint and determine if they performed or observed any actions or circumstances that may have caused or contributed to the reported odor complaint and evaluate if the operation adhered to the Operator's SOPs for odor abatement;

4. Repair or correct any conditions discovered that may cause or contribute to the odor complaint.

If a cause for the reported odor complaint is identified, the Operator shall take corrective actions, revise its SOPs, and/or adjust the odor control systems as necessary to address the condition(s) that caused the odor complaint. The Operator shall obtain any applicable permits related to project changes resulting from corrective actions before implementing any new odor abatement equipment that is not identified in the OAP. The Operator shall report the conclusions of its investigations (excluding any bona-fide proprietary or trade secret information) to the Department. Once these steps are completed, the odor complaint shall be deemed resolved..

If no cause for the reported odor complaint was ascertained during diagnostic assessment, and if the known reporting location is confirmed to be odor-free, the Operator shall prepare a written report (excluding any bona-fide proprietary or trade secret information) summarizing the Level 2 Response and submit it to the Department.

c. **Level 3 Response -- Analytical Assessment and Corrective Actions**

If, after the Level 2 Response is complete, the Operator continues to observe fugitive odors and/or receives further odor complaints during the following 8-24 hour period, or the reporting party responds that odor is persisting or recurring periodically during the following 8-24 hour period, the Operator shall implement further corrective actions as follows:

1. Commission a Professional Engineer (PE) or a Certified Industrial Hygienist (CIH) to perform an on-site evaluation of odor levels to analyze whether the Operator is the source of the reported odor complaint. The Operator's PE or CIH will use the Operator's and any other available meteorological data and the Operator's knowledge of operational activities at the time specified in the odor complaint to investigate the odor complaint, as feasible.
2. If no further conclusions are found from the analysis, and the Operator is unable to identify the potential cause of the odor complaint, the odor complaint is unresolved.
3. In the event that an odor complaint is unresolved and is recurring or continuing, as evidenced by repeated odor complaints from the property, the Operator shall:
 - i. Commission a Professional Engineer or a Certified Industrial Hygienist to implement a testing protocol to measure odor or an odor-causing constituent using the best, currently available objective, odor measurement device, technology or methods.
 - ii. Undertake corrective actions identified by the PE or a CH including, but not limited to:
 1. Revise its SOPs.
 2. Adjust or improve the function of the existing odor control systems (e.g., adjust dispersal of neutralizers, replace spent carbon media, install self-closing doors).
 3. Install supplemental or replacement odor control technologies, such as but not limited to internal greenhouse scrubbing systems. Such technology

could potentially include installation of 5-15 Regenerative Carbon Scrubbing units per acre of adult-flowering cultivation (exact system design to be defined on a Project specific basis as determined by a qualified professional). Depending on the scope and nature of the supplemental or replacement odor control technologies, additional permitting may be required by the Department and, if required, must be obtained before installing the technology.

If a cause for the reported odor complaint is identified, the Operator shall take corrective actions as recommended by the PE or CIH as necessary to address the condition(s) that resulted in the odor complaint. The Operator shall obtain any applicable permits related to project changes resulting from corrective actions before implementing any new odor abatement equipment that is not identified above in the OAP. The Operator shall report the conclusions of its investigations (excluding any bona-fide proprietary or trade secret information) to the Department. Once these steps are completed, and the odor is not detectable at the reporting location, the odor complaint shall be deemed resolved.

If no cause for the reported odor complaint was ascertained during diagnostic assessment, and if the odor is not detectable at the reporting location, the Operator shall prepare a written report (excluding any bona-fide proprietary or trade secret information) summarizing the Level 3 Response and submit it to the Department.

If after the PE or CIH Analysis has been completed, the Operator believes it is not the sole or a contributing source of the reported odor complaint, the Operator shall notify the Department of its conclusion, within three (3) calendar days of reaching such conclusion. The Department will consider this information in determining whether corrective actions are necessary to comply with the odor abatement requirements of Section 35-144U.C, but the Department is not bound by the Operator's conclusion. If the Department verifies that the Operator is not a contributing source of the reported odor complaint, the complaint shall be deemed resolved.

d. Level 4 Response -- Comprehensive BACT Analysis and Corrective Actions

If, after the Level 3 Response is complete, the Operator continues to observe fugitive odors and/or receives further odor complaints, or the reporting party responds that odor is persisting or recurring periodically during the following 8-24 hour period, the Operator shall implement further corrective actions as follows:

- a. Commission a comprehensive Best Available Control Technology (BACT) analysis and submit to the Department a written report prepared by a Professional Engineer or a Certified Industrial Hygienist that includes:
 1. The likely or potential source of the odor complaint;
 2. Additional adaptive management techniques, including operational modifications and curtailment that are recommended to eliminate odor complaints;

3. Recommendations for new or revised odor abatement technologies; and
4. Installation of current best available analytical tools to monitor, identify and quantify the emissions causing or contributing to odor complaints.

If the BACT analysis concludes that a more effective odor control system is available that will resolve or materially reduce the severity of the odor causing the complaint the Operator shall take all necessary steps to install the more effective odor control system as expeditiously as practicable. The Operator shall obtain any applicable permits related to project changes resulting from corrective actions before implementing any new odor abatement equipment that is not identified in the OAP. The Operator shall report the conclusions of its investigations (excluding any bona-fide proprietary or trade secret information) to the Department. Once these steps are completed, and the odor is not detectable at the reporting location, the odor complaint shall be deemed resolved.

If no cause for the reported odor complaint was ascertained during diagnostic PE or CIH assessment, and if odor is not detectable at the reporting location, , the Operator shall prepare a written report (excluding any bona-fide proprietary or trade secret information) summarizing the Level 4 Response and submit it to the Department. If after the BACT Analysis, the Operator believes it is not the sole or a contributing source of the reported odor complaint, the Operator shall notify the Department of its conclusion, within three (3) calendar days of reaching such conclusion. The Department will consider this information in determining whether corrective actions are necessary to comply with the odor abatement requirements of Section 35-144U.C, but the Department is not bound by the Operator's conclusion.

e. For all Odor Episodes – Reporting and Corrective Actions:

The Operator shall make available to the Department and any reporting party, upon request, a report detailing all efforts taken to resolve odor complaints.