

# Overview of Inspection Requirements for New Marijuana Businesses

2017

## Business License Inspections

Before a marijuana business receives its license from the City of Denver it must complete required inspections. This document gives an overview of what each agency looks for before approving a business license inspection for a marijuana establishment.

The requirements listed here are not all encompassing. Businesses are required to comply with all standards laid out in codes, ordinances and regulations (including but not limited to the Denver Revised Municipal Code, the Denver Zoning Code, Denver Building Code, Denver Fire Code, International Fire and Building codes). Businesses must also obtain all required permits before they will obtain a license to operate. Businesses are encouraged to consult with a private attorney and a licensed contractor to ensure full compliance with state and local regulations.

## Excise & Licenses

### For all marijuana businesses

- Verifies that “Limited Access Areas” are clearly marked on the licensed premises diagram
- Verifies that “Limited Access Areas” are marked with appropriate signage
- Verifies that the facility’s layout matches the City approved floor plan
- Checks for a valid Alarm System Permit from the City of Denver
- Verifies proper installation and use of the alarm system
- Verifies that the security surveillance system is properly installed and used
- Verifies all entry and exit points to the facility are video monitored from both the inside and outside
- Verifies the surveillance system for infused product manufacturers, cultivation facilities, and testing facilities have a minimum of 40 day recording
- Verifies all security guards on site are properly licensed
- Checks product packaging and labeling
- Checks for proper authorization, licensing, and manifest documents
- Verifies that there is no product visible from the exterior of the building
- Checks for the installation of a safe or safe room
- Verifies a proper waste disposal method is in use
- Verifies medical and retail inventory is clearly marked and separated
- Checks for proper storage of contaminants and chemicals
- Checks for proper operational permits
- Verifies that any extraction processes are properly licensed and permitted

### For Stores and Centers

- Verifies that the surveillance system has a minimum of 40 day recording retention
- Checks that any co-located/co-terminus business is being conducted in properly segregated areas
- Checks for a valid State Sales Tax License
- Checks for a valid City Sales Tax License
- Checks for posting of Hours of Operation that do not violate City regulations
- Checks for posting of proper regulatory signage
- Verifies the business is in compliance with advertising regulations
- Verifies the business is not offering any “free” products
- Verifies the business is not selling any non-marijuana products
- Verifies the restricted area access area is properly marked, and that the log is properly maintained

# Overview of Inspection Requirements for New Marijuana Businesses

2017

## Community Planning & Development: Development Services

Construction	Electrical	Mechanical	Plumbing
<ul style="list-style-type: none"><li>• Adherence to the 2009 International Building Code</li><li>• Adherence to the 2011 Denver Amendments</li><li>• Proper occupant loads</li><li>• Proper exit paths, signage and hardware, including handicapped ramps if required</li><li>• Proper Certificate of Occupancy</li><li>• All ADA requirements</li><li>• Address posted on building</li><li>• Proper installation of firewalls and fire joints</li><li>• City approved engineered drawings on site; construction follows plans</li></ul>	<ul style="list-style-type: none"><li>• Adherence to the 2011 &amp; 2014 National Electrical Code</li><li>• Adherence to the 2010 NFPA National Fire Alarm and Signaling Code</li><li>• City approved engineered electrical drawings on site; construction follows plans</li><li>• Area is safe prior to inspection</li><li>• Installation methods and practices meet minimum required National Electrical Code Listing and labeling of all equipment (e.g. UL Listings, etc.)</li></ul>	<ul style="list-style-type: none"><li>• City approved plans on site; construction follows plans</li><li>• Inspects the ventilation and make up air systems</li><li>• Inspects the condensate disposal of refrigeration systems</li><li>• Checks that dampers and ducts are properly installed and supported</li><li>• Inspects for proper exhaust on extraction systems</li></ul>	<ul style="list-style-type: none"><li>• City approved plans on site; construction follows plans</li><li>• Inspects gas lines</li><li>• Pressure tests the water supply system</li><li>• Inspects fire sprinkler system for correct coverage and installation</li><li>• Checks bathrooms for compliance with applicable ADA requirements</li></ul>

## Community Planning and Development: Neighborhood Inspection Services

- Adherence to the zoning use permit approved by the Zoning Department
- Site & floor plan stamped by the Zoning Department matches layout of actual use
- Compliance with off-street parking regulations
- All signage is properly permitted

# Overview of Inspection Requirements for New Marijuana Businesses

2017

## Denver Fire Department

- Checks for Carbon Dioxide Enrichment Permit, when applicable
- Checks for Compressed Gas - Use Storage Permit, when applicable
- Checks for Fumigation and Thermal Insecticide Fogging Permit, when applicable
- Verifies that a Denver Fire Department Marijuana Occupancy Permit has been obtained
- Verifies that all proper Denver Fire Department permits have been obtained
- Verifies that all proper Denver Fire Department permits are displayed onsite
- Checks for proper locking mechanisms and devices on premise
- Checks for KNOX boxes
- Checks that exhaust and makeup air of CO2 systems are within the allowable parts per million limits
- Inspects the CO2 system for correct set limits
- Adherence to the Denver Fire Code, Denver Building Code, or International Fire and Building Codes

## Environmental Health: Environmental Quality (cultivation facilities only)

- Identifies the number of lights
- Identifies the number of flower lights
- Identifies the type of lights used
- Identifies the light disposal method
- Verifies appropriate storage containers are being used
- Identifies what type of pesticides (if any) are being used
- Checks odor control systems (type, location, # of units)
- Checks the waste water management system
- Checks the marijuana waste disposal method
- Checks that the facility has an approved Odor Control Plan

## Environmental Health: Public Health Inspection (stores, centers, and infused product manufacturers only)

- Checks for any violation of the food safety code, with specific focus on:
  - Food sources
  - Personnel hygienic measures
  - Food temperature control
  - Sanitation rinses
  - Water sewage and plumbing systems
  - Hand washing and toilet facilities
  - Pest control
  - Toxic Items

# Overview of Inspection Requirements for New Marijuana Businesses 2017

## Annual Compliance Inspections

- Once licensed, each business will also be subject to annual compliance inspections from various City agencies. The inspectors will visit the businesses to ensure that the facilities remain in compliance with the above requirements as well as all standards laid out in codes, ordinances and regulations identified above.
- Businesses must also obtain all required permits before modifying the premises or adding an operation (e.g. marijuana extraction processes) . The process to obtain those permits may also require an inspection
- The number of visits and the types of facilities inspected varies per Department and is specified in the chart below.

Number of Annual Compliance Inspections Performed By Each City Agency per License Type				
	Environmental Quality	Excise and Licenses	Fire Department	Public Health Inspection
Retail Stores	-	1	2	2
Retail Cultivation Facilities	1	1	2	-
Retail Infused Products Manufacturers	-	1	2	2
Retail Testing Facilities	-	1	2	-
Medical Centers	-	1	2	2
Medical Cultivation Facilities	1	1	2	-
Medical Infused Products Manufacturers	-	1	2	2