

Provide a floor plan, or multiple floor plans, drawn to scale on a standard 8 ½-inch-by-11-inch piece of paper. It is **preferred and strongly recommended that you submit plans that have been prepared digitally by a design professional**. Floor plans must be labeled with the business name and complete address, including unit and suite numbers. Separate floors must be shown on separate pieces of paper and clearly identified. For example, the basement, first floor, etc. Your floor plan must be complete and accurate. The submission must include:

- The physical layout of the establishment with the legibly labeled principal uses of each room that includes but is not limited to all walls and doors.
- The legible identification of all security cameras and DVR locations.
- The intended licensed premises must be contiguous and outlined in red.
- The intended limited access areas must be contiguous and outlined in green.
- A legend or key must define the features on the map. This includes but is not limited to the red and green lines. And any symbol or marker used to identify security cameras.
- **Stores only:** Each room that is a restricted access area must be clearly labeled as such. Each point-of-sale station and sale counter location must be identified.
- **Modification of premises applications only:** Copies of current and proposed floor plans must be included in the application. It must be combined in a single PDF. You can use a [free, online tool](#) to merge documents into a single file. The current copy must be legibly labeled “CURRENT FLOOR PLAN.” And the proposed copy must be legibly labeled “PROPOSED FLOOR PLAN.”
- If you choose to submit multiple floor plans to satisfy all requirements outlined above, the physical layout and room uses must be identical for each floor plan showing the same section of the premises.

Definitions

- **Licensed premises:** The premises in possession of the licensee. It’s where the licensee can cultivate, manufacture, distribute, sell, store, transport, or test marijuana.
- **Limited access area:** The building, room, or other contiguous area upon the licensed premises. It’s where regulated marijuana and regulated marijuana products are grown, cultivated, manufactured, stored, weighed, packaged, sold, possessed for sale, transferred, or processed for transfer, under control of the licensee, with access limited to only those persons licensed by the State Licensing Authority and those visitors escorted by a person licensed by the State Licensing Authority. All areas of ingress or egress to limited access areas must be clearly identified as such by a sign as designated by the State Licensing Authority.
- **Restricted access area:** A designated and secure area within a licensed premises in a medical marijuana store where medical marijuana is sold to patients or their caregiver, possessed for sale, and displayed for sale, and where no one without a valid patient registry card or that patient’s caregiver is permitted. Also, in a retail marijuana store or a retail marijuana hospitality and sales business where retail marijuana is sold to consumers, possessed for sale, and displayed for sale, and where no one younger than 21 years old is permitted.

See example floor plans below.

Please note: The example floor plans below show “current” and “proposed” floor plans for a modification of premises application. If you are submitting a new business license application, only submit the proposed floor plan for the premises.

CURRENT FLOOR PLAN

BUSINESS NAME

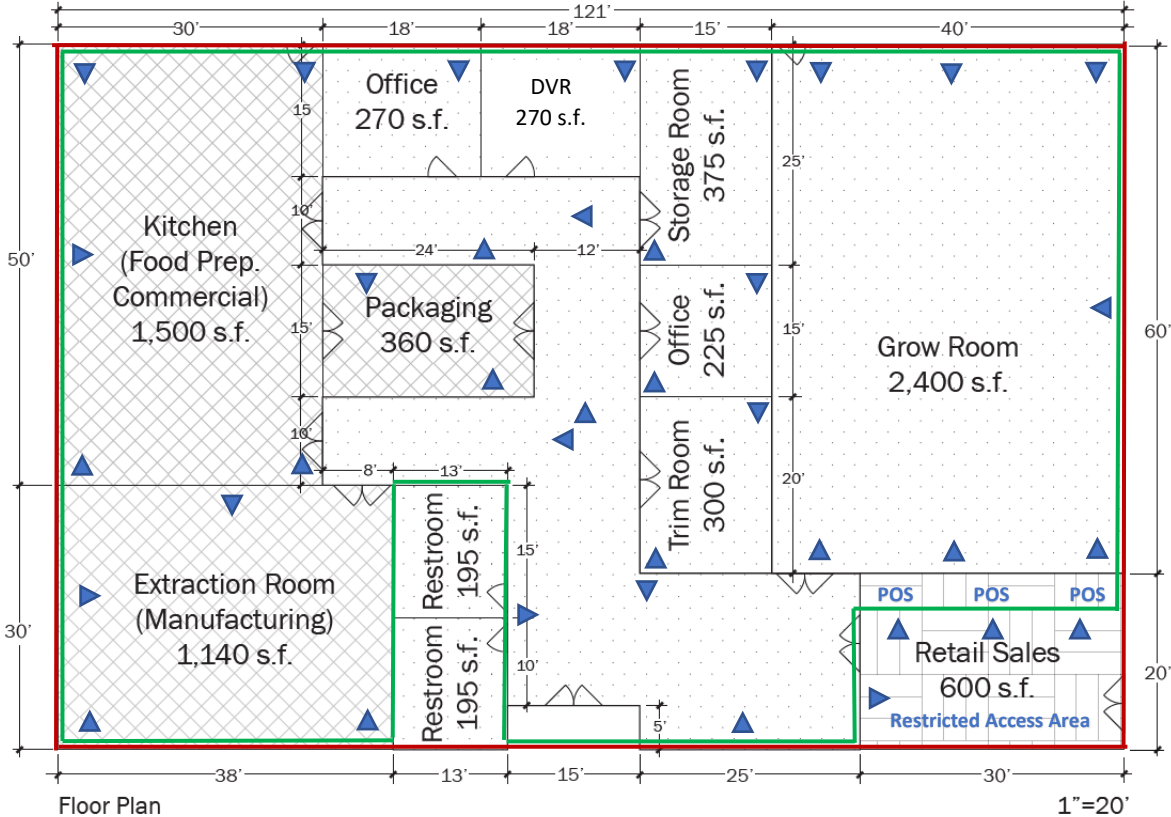
BUSINESS ADDRESS

LICENSE NUMBERS

- 20XX-BFN-XXXXXXX
- 20XX-BFN-XXXXXXX
- 20XX-BFN-XXXXXXX

LEGEND/KEY

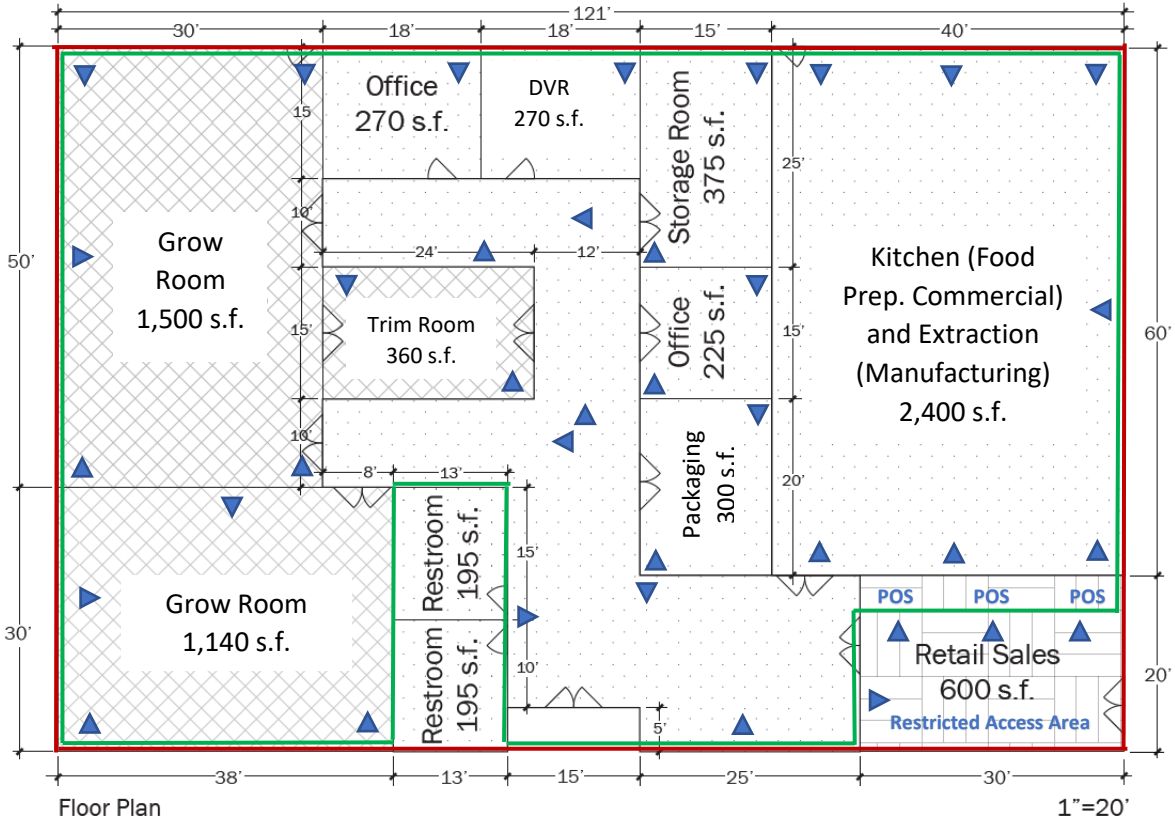
- Licensed Premises —
- Limited Access Area —
- Security Camera ▲



Floor Plan

1"=20'

PROPOSED FLOOR PLAN



BUSINESS NAME

BUSINESS ADDRESS

LICENSE NUMBERS

- 20XX-BFN-XXXXXXX
- 20XX-BFN-XXXXXXX
- 20XX-BFN-XXXXXXX

LEGEND

- Licensed Premises —
- Limited Access Area —
- Security Camera ▲