

**This Guide is to provide property owners assistance when applying to construct a Federally Licensed Grow Operation to produce Cannabis for Personal medical purposes.**

A valid License for Cannabis Cultivation is required. For additional information regarding Licensing requirements please contact Health Canada and The City of Maple Ridge Planning Department.

**You are required to comply with all relevant provincial/territorial and municipal laws including local bylaws regarding zoning, electrical safety, fire safety, together with all related inspection and remediation requirements.** You or the person you have designated may only begin to produce cannabis once you receive a Health Canada Registration Certificate and have completed all necessary permits for building, plumbing, electrical, mechanical, etc.

You must operate within the limits set out in your registration certificate and abide by your maximum plant limit, your maximum storage limit and your maximum possession limit.

Producing cannabis can pose certain risks to your health and safety. Please consider the following:

- If you plan to use chemical products, such as pesticides, ensure that these products are safe for use on a plant that you plan to eat or vaporize. You may wish to consult Health Canada's Homeowners Guidelines for Using Pesticides for more information about using pesticides safely.
- If you are making a cannabis product, such as oil or butter, you are not permitted to use an organic solvent such as butane, benzene, methyl chloride, or chlorinated hydrocarbons.
- Using organic solvents to make cannabis products poses significant safety risks, such as fire and explosion, and health risks if the product contains residue from the production process.
- You may also wish to visit the [Health Canada website](#) to review additional information.

## 1. General Requirements

- **A personal use grow operation is not permitted to operate in a residential occupancy.**
- The facility may only occur on properties that are in compliance with The City of Maple Ridge Zoning Bylaw 3510 – 1985 as amended as an Accessory Building.
- All buildings are to fully comply with all codes regulating construction and life & health safety.
- Copies of Federal Licences are to be provided at the time of permit application.
- All mechanical / ventilation equipment is to be maintained as required.

## 2. Documentation

The following documents will provide the necessary information to apply for a building permit. These documents are available online (<http://www.mapleridge.ca/184/Building>) or at the Building Department front counter:

- [Letter of Authorization](#) and [Owners Acknowledgement of Responsibility Letter](#)
- [Accessory Buildings Checklist](#)
- A Completed [Accessory Buildings Permit Application \(PDF\)](#)

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**"This information is provided for convenience only and is not a substitution of applicable City Bylaws, Provincial or Federal Codes or Laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."**

- Electrical and Plumbing Permits will only be accepted when the Building Permit has been processed.
- 2 complete sets of construction drawings (Minimum sheet size 11x17), including;
  - Floor Plan(s) showing the layout of the space including equipment, aisle widths, exit paths, etc.
  - A Mechanical Engineered Design along with Schedule B and copies of liability insurance. Field reviews are required during the course of construction and a Schedule C-B is required upon completion of the work.
  - The Mechanical Engineer will need to verify in writing that all exhaust, odor, sound or light emissions from any building will meet all applicable health and safety regulations and will not cause any negative effects on neighboring properties. Carbon Dioxide levels which facilitate plant growth must be considered. Volatile Organic Compounds (VOC's) must be controlled.

For more information or to schedule a Building Permit application appointment with a Plan Checker, please call the Building Department at 604-467-7311.