Alcohol & Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Cover Sheet for Marijuana Establishment Applications

What is this form?

This cover sheet **must** be completed and submitted any time a document, payment, or other marijuana establishment application item is emailed, mailed, or hand-delivered to AMCO's main office.

Items that are submitted without this page will be returned in the manner in which they were received.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Ganja By Sarah LLC	**License Number:**	33305		
License Type:	Retail Marijuana Store				
Doing Business As:	Ganja By Sarah				
Physical Address:	7830 Old Seward Hwy				
City:	Anchorage	**State:**	AK	**Zip Code:**	99518
Designated Licensee:	Sarah Alexander				
Email Address:	GanjaBySarah@gmail.com				

Section 2 – Attached Items

List all documents, payments, and other items that are being submitted along with this page.

Attached Items:	MJ-01 and written narrative for conditional land use permit

OFFICE USE ONLY					
Received Date:		Payment Submitted Y/N:		Transaction #:	

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Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38** of **Alaska Statutes** and **Chapter 306** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05,** or **Form MJ-06)** to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Ganja By Sarah, LLC	**MJ License #:**	33305		
License Type:	Retail Marijuana Store				
Doing Business As:	Ganja By Sarah				
Premises Address:	7830 Old Seward Highway				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99518

Mailing Address:	7830 Old Seward Highway				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99518

Designated Licensee:	Sarah Alexander		
Main Phone:	907-244-1707	**Cell Phone:**	907-440-9176
Email:	GanjaBySarah@gmail.com		

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Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

Identification of every person seeking to enter the establishment will be checked immediately upon entrance to the store and again at the Point Of Sale. All visitors and customers will be required to demonstrate proof that they are at lease 21 years of age by presenting a valid and appropriate government issued identification card as specified in the marijuana regulations.

Ganja By Sarah will have clear and legible signage indicating that anyone under the age of 21 is not permitted and all employees will be trained on procedures for visually inspecting identification cards. Anyone without valid identification or who is found to be under 21 years of age will be denied access to the establishment.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

The Ganja By Sarah retail store premises will be designed to prevent unauthorized access into restricted access areas by any unescorted member of the public. The interior of the store will be segregated into customer and non-customer (restricted) areas. Customers will not be permitted into restricted areas, which include areas behind the counter and where marijuana and marijuana products are stored. Doors, walls, or other obstructions will be placed to block customer access to restricted areas. Doors to restricted access areas will remain locked; only the licensees and employees of Ganja By Sarah will have access keys allowing entry to restricted areas. Each entrance to a restricted access area will be marked by a sign that says "Restricted Access Area. Vistors must be escorted."

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

Visitors will not be permitted into restricted access areas without an authorized escort: a licensee or employee. All visitors will be required to log their name, date and end entry and exit time intoa recorded log that will be maintained by the licensee. All visitors are required to show a valid government issued and approved identification card showing that they are 21 years of age or older. All visitors will be issued a visitors badge before entering restricted areas. The badge must be worn at all times. Visitors will be escorted and supervised at all times by a licensee, employee or authorized agent of Ganja By Sarah. The number of visitors will not exceed five per supervising employee or licensee. Visitor Logs will be scanned and hard copies will be kept onsite for at least six months and then archived for a minimum of three years.

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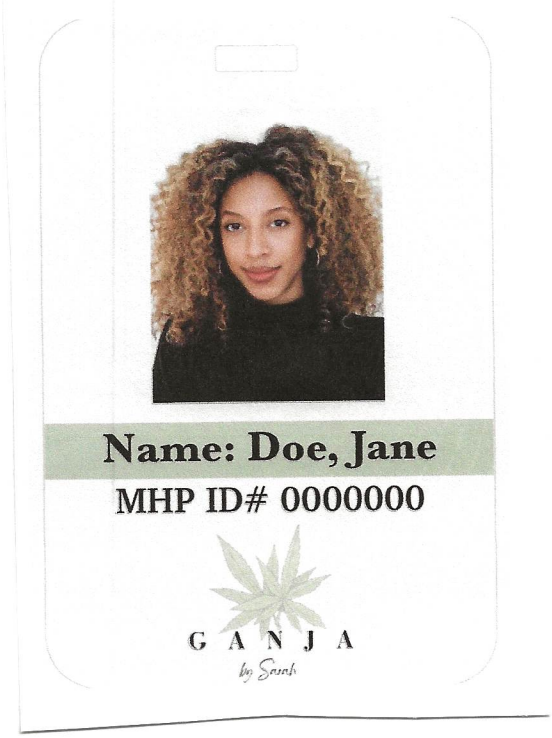
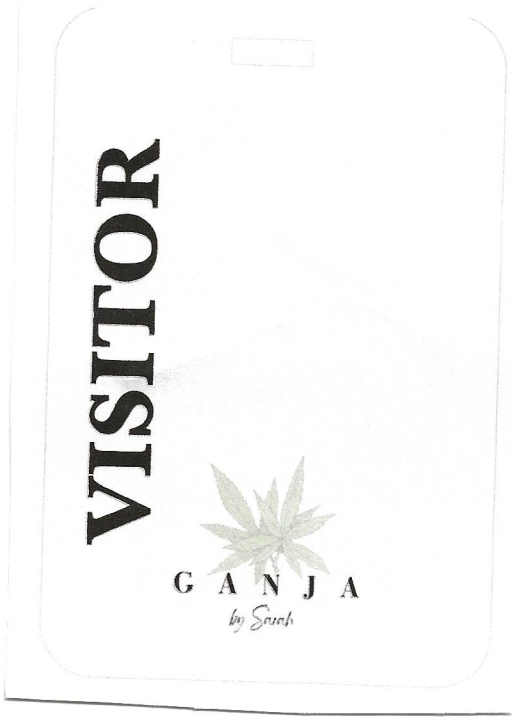
3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:





Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Exterior lighting will be installed that illuminates the parking area and provides at least 20 feet of visibility from all entrances and exits of the facilty. Exterior lighting will provide sufficient intensity so as to support all video recordings. As a backup, exterior video cameras will include infrared capabilities to facilitate low-light recording.

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3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

A central monitored cellular alarm system with backup battery power and an audible siren will be active at the premise at all times. Tamper-monitored contacts will be mounted on all exterior doors. There are no windows. After completion of the closing procedure, the alarm system will be activated to the away mode by the last employee to leave.

Unauthorized activity will trigger the audible alarm system and connect to security personnel from the 24-hour central monitor station. The monitoring station will call the contact number designated by the licensee to verify if the alarm is valid via name and password.

In the event of a breach, the central alarm monitoring company will alert first local law enforcement and then call the licensee or agent of licensing to determine if the alarm is valid. If valid, police dispatch will continue and the licensee or agent of licensee will meet law enforcement at the premises in order to follow all protocols directed by the law enforcement. As soon as possible and in coordination with law enforcement, an inspection and inventory of the entire premise will be executed to verify whether marijuana product was compromised or missing. Any missing inventory will be reported to AMCO.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

Employees will be trained on the detection and prevention of diversion of marijuana ot marijuana products. All marijuana and marijuana products will be inventoried daily to ensure inventory is accounted using the state-required electronic seed-to-sale tracking system. Ganja By Sarah will have a zero tolerance policy for any employees found to be diverting marijuana or marijuana products.

3.7. Describe your policies and procedures for preventing loitering:

Ganja By Sarah will provide clear and legible signage indicating that loitering is not permitted outside of the establishment. An employee or designated security personnel will perform regular premises checks to ensure there is no loitering. Loiterers will be asked to leave the premises. Law Enforcement will be notified if they refuse to leave.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.

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Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility.

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image.

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application.

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board).

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Video cameras will record all areas (restricted and unrestricted, including all entrances, exits, and points of sale) within the licensed premises, and will be placed so as to produce a clear view adequate to identify any individual inside the licensed premises, and outside the facility to record within 20 feet of each entrance to the licensed premises.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

Video surveillance recordings will be stored on a hard drive and digital video recorder housed in a locked cabinet in the surveillance/office area of the licensed premises. the surveillance/office area is in the restricted area of the premises and will be locked. Only the licensee or authorized employees will have access. The DVR has enough capacity to store continuous 24-hour footage for at least 40 days. The cabinet will be locked with a combination style padlock. The combination will be known only to the licensee and authorized employees. it can be provided to law enforcementor a representative of the Marijuana Control Board upon request. A digital back-up of the recordings will be on a secondary hard drive or cloud based system.

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Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises: Initials

a. **all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years** *(records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises)***;** [SA]

b. **a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;** [SA]

c. **the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;** [SA]

d. **records related to advertising and marketing;** [SA]

e. **a current diagram of the licensed premises, including each restricted access area;** [SA]

f. **a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;** [SA]

g. **all records normally retained for tax purposes;** [SA]

h. **accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;** [SA]

i. **transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and** [SA]

j. **registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.** [SA]

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All business records will be maintained in either paper or electronic format. If in paper format, the records will be in a locked cabinet located in the surveillance/office area. Copies of paper records will be archived off-site. Access will be limited to the licensee and authorized employees. Electronic records will be password-protected and available only to the licensee or authorized employees needing access in accordance with their job responsibilities. All electronic records will be backed up in a secondary location. Video surveillance recordings will be automatically backed up in case of primary hard drive failure to ensure over 40 days of recording.

Ganja By Sarah shall maintain in a format that is readily understood by a reasonably prudent businessperson all books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years. All records for the last six months will be maintainedon the marijuana establishment's licensed premises, including: a current employee listsetting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment; the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises; records relating to advertising and marketing; current diagram of the licensed premises including each restricted access area; the log recording the name, and date and time of entry of each visitor permitted in a restricted area.

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Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc. SA

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745. SA

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745. SA

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment. SA

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises. SA

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired. SA

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

Employees will be provided with an employee handbook that details the policies, procedures, and protocols for the facility. The facility's operating principles are based on industry best practices and state statutes and regulations. All employees will also go through a two week training process to ensure they will perform their duties in a safe and knowledgable manner.

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Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.

7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.

7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.

7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).

Answer "Yes" or "No" to each of the following questions:	Yes	No
7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.	✔	☐
7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.	✔	☐

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

As a Marijuana retail store, Ganja By Sarah will only transport marijuana or marijuana products to another marijuana retail store. Such marijuana for transport will be in a sealed package or container such as a locking travel case or heavy-duty plastic tote. Zip ties, paddle locks, and tamper evident tape will be employed to prevent diversion. Travel cases and totes will be stowed in locking cargo departments such as a vehicle's trunk. Inventory tracking tags will be affixed to all packages. Manifests, Lab test and invoices will accompany all transferred marijuana. Actual and shipping weights and strain name will be clearly identified on each package.

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You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700.

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle.

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport.

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport.

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment.

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received.

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest.

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

The facility will have two signs identifying the name of the store and/or logo attached to the outside of the establishment. The size of each sign will not exceed 4800 square inches.

Additional signage will include a sign at least 12"x12" stating, "No one under 21 years of age allowed" placed at every entrance of the retail building. The sign will have letters at least one-half inch in height in high contrast to the back ground of the sign. "No Loitering," signs will also be displayed in specific locations outside the store.

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9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

All Marijuana advertising for Ganja by Sarah will comply with 3 AAC 306.770.

Advertising for Ganja By Sarah may take the form of radio ads, television ads, business cards, social media posts, newspaper ads + sponsorships

Business cards, apparel and stickers may be included in our advertising. Advertising, including any logos for Ganja By Sarah, will not have any printed images, including cartoon characters that specifically target persons under 21 years of age. Logo, license + name, location and contact information will be included with all advertising. Any advertising that depicts actual marijuana or marijuana products will carry the required marijuana warning.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Sarah Annalyn Alexander
Printed name of licensee

Signature of licensee

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(Additional Space as Needed):

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June 1st, 2022

Narrative; Conditional Use Permit & Special Land Use Permit

for a Marijuana Retail within the B-3 Zoning District

for

GANJA BY SARAH, LLC. d/b/a GANJA BY SARAH

(MARIJUANA DISPENSARY LICENSE #33305)

The project: This Conditional Use Special Land Use Permit application is for a marijuana retail establishment in the B3 zoning district located at 7B30 Old Seward Highway, Anchorage, AK 995IB.

Community council: The GANJA By SARAH retail lies within the Taku-Campbell Community Council boundaries.

Legal Description: Lot 2Bb Bella Vista Subdivision. The GANJA By SARAH marijuana retail is located within the furthest South East corner of the building located at 7B30 Old Seward Highway. as can be seen on the attached site plan for detail.

Zoning District & Code: The Ganja By Sarah marijuana retail lies within zoning district B-3 AO 2016-3 (S), which has amended an approved-on February 2, 2016 is the AO code of regulations that govern Marijuana Establishments in Anchorage. Title 2.1.03.150 is the section of the code that regulates the process of obtaining a special land use permit in Anchorage. The Code then goes in to list the items required for the application, in summary.

A. A site plan to scale
B. A Security plan required for the application, in summary
C. A waste disposal plan.
D. And neighborhood responsibility plan. Guidelines in AMC chapter 2.40.
E. A copy of the application accepted by the Marijuana Control Board.
F. A community meeting in accordance with the subsection 21.03.020.c

It should be noted that all of these requirements are also on the official Marijuana application form titled "Application for Special License and Special Use Permit for Marijuana."

All Marijuana Establishments: (21.03.105.C.3.a)

A site plan to scale and dimensioned. depicting the building footprint. parking areas, vehicle circulation and driveways, pedestrian facilities, lighting, landscaping, loading facilities. free standing sign locations, required open space, snow storage area or alternative strategy. trash receptacle location and screening detail, and fences.

Site plan to scale and dimensioned: An exterior as built. and an interior layout have been included in this application.

Parking areas: Parking is per code and is shown on attached site plan.

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Vehicle circulation and driveways: there is adequate vehicle circulation and 3 access driveways, one on Old Seward Highway and two on East 79th Avenue.

Pedestrian facilities: There are sidewalks bordering the length of Eastern lot boundary along Old Seward Highway and the southern lot boundary along East 79th avenue.

Lighting: Old Seward Highway has street lighting as per code, and the exterior building has lighting and lighted awnings along the Old Seward Highway Side, the East 79th Avenue Side, as well as the emergency lighting that will switch on when the power goes out.

Loading facilities: loading facilities will be within the paved parking area surrounding the building.

Free standing sign locations: There will be painted non-lighted lettering above the entry/exit door stating the name Ganja by Sarah.

Required open space.: N/A size less than 5.000 sqft.

Snow storage area: Snow management agreement in place.

Trash receptacle location: Due to the potential for this to generate waste that contains THC, all waste produced by this retail store will be stored within the building and transported to the landfill or municipal transfer station by the licensee or an agent of the licensee. There will be no exterior waste receptacle.

Fences: there are no fences in this area.

ii. A security plan indicating how the applicant will comply with the requirements of the municipal and state law.

SECURITY PLAN.

GANJA BY SARAH will maintain very strict security measures and comply with all municipal and AMCO regulations.

- Installed exterior lighting provides at least 20 feet of visibility for all entrances/exits. As a backup, the exterior security cameras will have IR capabilities.
- A central station monitored, cellular alarm system with backup battery power and an audible siren will always be active with Guardian Security.
- Tamper monitored Contacts will be mounted on all exterior doors and windows. In addition, interior motion detectors will be mounted within the premise to secure further security.
- During non-business hours, post-closing procedures, the alarm system will be activated and placed in the away mode. While in away mode, if any alarm sensors are triggered or a security breach has been detected, an audible siren will be activated, and local law enforcement will be alerted by the central monitoring station. The central monitoring station will attempt to validate the alarm by contacting a person, usually the manager, on duty, or individuals designated by licensee. If that person provides information to invalidate the alarm, such as a password, the police dispatch will be cancelled. If the response does not meet criteria, the police dispatch will continue. An authorized employee will be directed to the premise to follow law enforcement protocol. Before that employee leaves, an inspection of the entire premises will be executed to verify that no marijuana products were compromised. If so, after all issues are resolved, authorized employees will rearm the security system.

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- During business hours, any unauthorized activity that causes the automated or manual trigger of the audible alarm system and connects the personnel from the 24 hour central monitoring station; the monitoring station will call that designated contact number or numbers of the manager on duty to verify the alarm is valid. If the designated contact person or employee provides an acceptable response to the security questions the police dispatch will be cancelled. If the response to the monitoring station does not meet criteria, the police dispatch will continue. The authorized employee while being directed to the premises to follow law enforcement protocol. Before that employee leaves, an inspection of the entire premises will be executed to verify that no marijuana products were compromised.
- Security personnel will perform regular premises check to prevent loitering. Clear legible signing indicating no loitering will be posted.
- Ganja by Sarah will have clear and legible signage indicating all restricted access areas.
- All doors will have commercial grade locks.
- All employees will have ID badges.
- All visitors are required to show identification indicating that said person is 21 years of age or older.
- All visitors are required to wear a visitors' badge before entering the restricted areas. Visitors will always be escorted by licensee, employee, or agent of Ganja by Sarah.

ENTRANCE TO THE PREMISES:

All persons who enter Ganja by Sarah marijuana retail must be 21 years of age. All persons entering the will be met by a trained employee that will check ID's. The employee will be trained in detecting fake, stolen or tampered with ID's. If any Ganja by Sarah employee has any doubts about the persons age once they have entered the, they will ask to see the persons ID again.

No marijuana or any marijuana products will be sold to any person under the age of 21 or appears intoxicated. Ganja by Sarah will not sell, give, distribute, or deliver any marijuana or marijuana related products to anyone we believe to be intoxicated. All Ganja by Sarah employees will be trained on how to recognize visibly intoxicated persons i.e.- slurred speech, poor balance, incoherence. If an intoxicated person enters the store they will be asked to leave, failure to comply with the request to leave will result in the staff alerting the Anchorage Police Department. Ganja by Sarah's Employees will use the following indicators to determine if a person is under the influence of an alcoholic beverage, inhalant, or controlled substance.

- Red eyes or dilated pupils
- Dry mouth, difficulty speaking or swallowing
- Slowed reaction times to normal situations, yet quick to laugh at things that may or may not be funny to a sober individual
- Short term forgetfulness and a distorted sense of time
- Difficulty maintaining balance, walking in a straight line
- Other similar issues

The Ganja by Sarah Location is intended for the legal sale of marijuana and marijuana products. Loitering or interfering with this intended use is prohibited and violators will be required to

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leave. Failure to comply with a request to leave will result in staff calling the Anchorage Police Department. The following kinds of behavior will not be allowed in the retail or on the retail grounds.

- Any behavior that endangers health or safety.
- Violation of any local, state or federal laws.
- Vandalism or deliberate destruction of company property or materials.
- Theft of company materials or the personal property of patrons or staff members.
- Deliberate disruption of company services.

RESTRICTED ACCESS AREA

Ganja by Sarah Marijuana Retail will post signs, require identification, and escort visitors in compliance with 3 AAC 306.710. 3 AAC 306.325 (c) The entrance to a restricted area will be marked by a sign that says "Restricted Access Area. Visitors Must Be Escorted." 3AAC306.710(b)

All restricted access areas will be clearly marked. Our restricted access areas will be behind the sales counter and the backroom where the product will be sold and stored. In addition to the restricted access area, Ganja by Sarah will store marijuana and marijuana product in a locked safe room.

All entry points to restricted access areas will be monitored by authorized personnel during hours of operation. Video surveillance will be placed on both sides of the door and surveillance footage shall be recorded and stored 24/7. All persons must have a legitimate business need and permission from Ganja by Sarah Management to gain escorted access to restricted areas. The escort will ensure that all visitors are in possession a valid form of photo identification. Each visitor will be required to clearly display a visitors' badge which will be given to them by a Ganja by Sarah employee. They will be required to sign in. The sign in sheet will contain each visitor's printed name and signature, ID badge number, reason for visit, date. time-in, time out. The escort will ensure that all visitors are signed in before entering the access areas. The escort will maintain side by side accompany meant or at leastline of sight contact with visitors. The escort will also ensure that all visitors sign out before they leave and return the visitors badge.

Any visitor to the restricted access area must (1) show identification as required in 3AA 306.350 to prove that the person is 21 years of age or older, (2) obtain a visitors identification badge before entering the restricted access area; And (3) be escorted at all times by licensee, employee, or agent of Ganja by Sarah. 3 AAC 306.710 (c)

Ganja by Sarah will maintain records of which visitors enter restricted access areas. A log will be kept recording the name, date and time of entry and exit, and reason for visit of each visitor permitted into the restricted access area. This record will be maintained for the current year and 3 preceding calendar years; Records for the last 6 months will be maintained onsite. 3 AAC 306.755 (a)(1) & (6)

Each employee and or agent of Ganja by Sarah will always display their identification badge when on the premises as per 3 ACC 306.715.

VIDEO SURVEILLANCE

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Lights will be placed above the entrance of Ganja by Sarah. The exterior lighting will illuminate the areas of ingress and egress, which will augment the effectiveness of video surveillance, and facilitate recognition of persons in these areas. Ganja by Sarah marijuana retail will have exterior lighting to facilitate surveillance. 3 AAC 306.715 (b) (1)

The surveillance system storage devices will be secured in a locked cabinet inside the office, located in the rear of the location. The security camera recorder shall be secured in a lock box at the Southwest end of the building in the retail area. Only authorized personnel will have access. Management will be the only key holders for the locked surveillance system storage box, to prevent tampering or theft by other personnel.

The video surveillance tapes will be preserved for a minimum of 30 days in a format that can be easily accessed for viewing. The video surveillance tapes will clearly and accurately display the time and date and will be archived in a format that does not permit alteration of any recorded image so that the images can readily be authenticated. Video surveillance records will be housed in a locked and secure area that is assessable only two the Ganja by Sarah authorized employee and to law enforcement. 3 AAC 306.720 (d)

ALARM SYSTEM

An alarm system will be installed to meet the state requirements. The alarm system on all exterior doors and windows will have an intrusion security system, motion as well as breakage sensors, zone expander and will be monitored 24 hours a day. All exterior doors will use commercial grade, nonresidential door locks for exterior entry points to the licensed premises 3 AAC 306.715 (d)

The alarm system will consist of motion sensors and alarms on all entry points and windows, indoor and outdoor siren. All exterior doors will have nonresidential door locks. During non-business hours all monitored devices, doors and windows will be active and monitored. If the security perimeter is breached, and exterior and interior alarm will be activated immediately. This signal will be received by a monitoring company who will notify security, law enforcement as well as a joint management. A security company will install motion sensors, breakage sensors, as well as multiple panic buttons within the marijuana retail. If there is an unauthorized beach in security, a third-party monitoring company will immediately notify Anchorage law enforcement as well as the management of Ganja by Sarah. If the management staff is not immediately available an authorized employee will be available to assist with law enforcement.

Once a security alarm is triggered by an unauthorized breach of security, law enforcement will be notified by a call to 911. Subsequently, management and security monitoring company will be notified. All personnel will work with local authorities to assist in any investigation that is deemed necessary. Management will notify AMCO of the unauthorized security breach within 24 hours. Management will ensure that any missing inventory will be assessed and reported to proper authorities and to the marijuana Control Board.

Ganja by Sarah personnel will professionally interact with law enforcement to assist in any way to provide detail information, description, breach of security. Safety of the employees is imperative. Employees on-site during the breach will always maintain safety and will not stop theft if personal safety is at risk. Ganja by Sarah Personnel will be assigned panic buttons to wear on their person at all times during their shift.

INVENTORY TRACKING AND RECORD KEEPING

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Ganja by sarah will use Franwell's METRC inventory tracking system, as required by the Marijuana Control Board to ensure that all marijuana and marijuana products in Ganja by sarah's possession is identified and tracked from the time Ganja by sarah receives any batch of marijuana or lot of marijuana product through the sale or transfer to and from another licensed marijuana establishment , or through the disposal of a batch of marijuana or lot of marijuana product. 3AAC 306.330 (a).

Ganja by sarah Will perform manual inventory tracking on all marijuana plants and marijuana products. Ganja by sarah will exercise due diligence in preserving and maintaining all required records 3 AAC 306.755 (c) Employees will be required to retain any paperwork received from cannabis vendors, for accurate recordkeeping. All hard copies of sales receipts, invoices and product transfer manifests will be scanned to a digital hard drive with cloud backup and the stored-on site for the minimum required time.

Ganja by sarah will maintain the following listed items in an easily understandable format.

1. All books and records necessary to fully account for each business transaction conducted under its license for the current year and the three preceding calendar years. Records for the last six months will be maintained on-site. Older records may be archived off premises
2. A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at Ganja by sarah
3. The Business Contact information for vendors that maintain systems and security alarm systems for the Ganja by sarah premises
4. Records related to advertising and marketing
5. A current diagram of the licensed premises including restricted areas
6. All records that are normally maintained for tax purposes
7. All records normally maintained for tax purposes.
8. A log recording the name, date, and time of every entry of each visitor permitted in a restricted access area and transportation records for marijuana and marijuana products as required under three AAC 306.750 (f)

Waste Disposal Plan for Ganja by Sarah Marijuana Retail

Any part of the marijuana plant considered waste will be stored in designated receptacles inside the restricted areas. All marijuana waste will be recorded in the METRC system and held for three days before it is either;

- Ground and mixed with shredded paper/ Cardboard at a 1:1 ratio deeming it unusable. This final waste will be stored inside the locked and secured and, in a video, surveilled room until transferred to the local refuge service.
- All waste that is not marijuana or a product of marijuana will be placed in a designated receptacle and when necessary, transferred to a municipal waste station.
- All marijuana waste will be stored in designated waste receptacles inside the restricted areas
- All marijuana waste will be recorded in METRC and held for three days before it is rendered unusable/unconsumable.
- All waste that is not marijuana or a product of marijuana will be placed in a designated receptacle and when necessary, transferred to a municipal refuse site or transfer station.

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- Wastewater will be disposed of via any manner compliant with the Anchorage water and wastewater utility tariff and title 26

Projected water usage for Ganja by Sarah retail daily water usage: 45 gallons daily

Ganja by Sarah retail projected daily wastewater discharge: 45 gallons daily

Neighborhood responsibility plan. The owners of Ganja by Sarah have initiated a neighborhood responsibility plan. All required public notices have been abided by. A community meeting was held and a signed affidavit listing attendees and approval by the Taku-Campbell Community Council is attached.

A copy of the application accepted by the Alaska Marijuana Control Board (AMCO).

Title 21 Lists a number of standards that a marijuana retail must meet.

21.05.055.A.2 Lists the types of establishments that cannot be located within 500 feet from the front entry door of Ganja by Sarah marijuana retail. We have searched for any of the listed protected use entities and have found NO such places within 500 feet of Ganja by Sarah retail. Such uses searched for within 500 foot distance requirement are: boarding schools, colleges or universities, elementary, middle or high schools, playgrounds, parks, housing facilities owned by a public Housing Authority, child care centers, homeless and transient centers, rehabilitative care facilities, community centers, neighborhood recreation centers, religious assemblies, correctional facilities, and correctional community residential centers. Uses searched for within 100-foot distance requirement are any video arcade with at least 10 arcade machines. Distances were measured according to title 21.50.420.C.1.d. which states, "the distance shall be measured by the shortest possible pedestrian route from the entrance to the proposed marijuana establishment to; i. The closest lot line of the school, Community Center, neighborhood Recreation Center. ii. The edge of playground or athletic field, and iii. The closest lot line of any other use listed above."

Pertaining to title 21.05.055.A.3 Prohibited with Alcohol License: There is no alcohol license in this establishment.

Pertaining to title 21.05.055.A.4. Prohibited with Residential; Ganja by Sarah does not contain any residential uses.

Pertaining to title 21.05.055.A.5, Inspection of Premises; Ganja by Sarah will abide by this regulation and accommodate the municipalities inspectors during open hours.

Pertaining to title 21.05.055.A.6. Ventilation: Any air that is exhausted out of the building will be scrubbed by a carbon air scrubber to eliminate any marijuana smell to comply with this municipal regulation. An air purifying system will be located inside the premises to maintain air quality of the interior. At any time if any noticeable odor outside of the retail, ventilation systems will be attended to, fixed, or replaced.

Pertaining to title 21.05.055.A.7. Public Display of Land Use Approval Conditions. Ganja by Sarah will locate a copy of the permit where persons can clearly see and read all the conditions as imposed by the approval agencies as outlined above.

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Pertaining to title 21.05.055.A.8. Permanent Structure Ganja by Sarah is a permanent structure, with a solid block foundation. It is not mobile or temporary in any way. A valid certificate of zoning will be obtained.

Hours of operation; Ganja by Sarah will be closed to the public between the hours of midnight and 8:00 a.m. each day.

Signs: Ganja by Sarah will comply with all Alaska state regulations and chapters 21.47 regarding signage. No temporary signs will be displayed and all signage will be limited to 4800 square inches as per code 306.360.a

Drive throughs: Ganja by Sarah will not have drive-through services unless approved in writing by both State and local government.

Outdoor Storage and Display of Product: Ganja by Sarah will not have any outdoor storage areas or any outdoor display of products.

Planning Objectives:

Construction and Operations Schedule: Interior construction is expected to take place in 2022.

Final Ownership: Ganja by Sarah, LLC is the business owner, DBA Ganja by Sarah. A copy of the sub-lease is attached to this document and a copy of the authorization by the owner's authorized agent's Legal Counsel.

Approval Criteria (21.03.1000.c.7

a. *The proposed use is consistent with the comprehensive plan and all applicable provisions of this title and applicable state and federal regulations*: This application for Ganja by Sarah is in strict compliance with the Anchorage comprehensive plan, other application provisions of this title, and state regulations.

b. *The proposed use is consistent with the purpose and intent of the zoning district in which it is located, including any district-specific s set forth in chapter 21.04*; This is allowed by conditional use under the recently passed title 21 regulations.

c. *The proposed use is consistent with any applicable use-specific set forth in chapter 21.05*: Ganja by Sarah will be compatible with the existing uses in the surrounding neighborhood. This area is built up with a combination of business and commercial use is typical of the B-3 zoning district.

d. *The proposed use is compatible with uses allowed on adjacent properties, in terms of its scale, site design, and operating characteristics (e.g., hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts).* Ganja by Sarah will be compatible with the adjacent properties. The hours of operation between 8:00 AM until midnight since this project is in an B-3 zone area, will have no adverse effects. Odor control will be constantly adjusted and fine-tuned to fit the situation. Dust is nonexistent due to the paved streets and parking lot areas. Noise will be kept to a minimum, and lighting will be as per code for the parking area and the sidewalks, as shown in the attached side plan.

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e. *The proposed use is appropriately located with respect to existing and/or planned water supply, power supply, fire and police protection, wastewater disposal, stormwater disposal, and similar facilities and services.* Ganja by Sarah is within an existing commercial building with public water and sewer services, stormwater facilities in the street, and lies within the Anchorage fire and police service areas.

f. *Any significant adverse impacts anticipated to result from the use can and will be mitigated or offset to the maximum extent feasible.* Ganja by Sarah will not have any adverse impacts as a result of its operation. Any impact that arises will be dealt with in a professional and responsible manner.

g. *The owner/operator of the establishment has no previous denials or revocations of a marijuana license or special land use permit, or previous documented violations of municipal or state law/regulation relating to marijuana establishments. Alternately, the owner/operator has provided enough evidence of rehabilitation to the assembly.* Ganja by Sarah owners do not have any of the above-mentioned denials or revocations.

h. *The owner/operator of a marijuana retail establishment has meaningfully engaged in neighborhood responsibility planning with residents and other neighborhood businesses to mitigate concerns such as odor, parking, and security. Neighborhood responsibility planning guidelines are included in AMC chapter 2.40.* Ganja by Sarah Owners have had community meetings addressing all aspects of odor, parking and safety and security issues, Ganja by Sarah has a signed memorandum of understanding with the community council.

Explain how the proposed conditional use will not have a permanent negative impact on the items listed below substantially greater than that anticipated from permitted development.

1. Pedestrian and vehicular traffic circulation and safety: This proposed marijuana retail will not have a negative impact in relation to what otherwise would be allowed in this space. Well defined type one curbing along Old Seward Highway and East 79th Avenue provide a visual and spatial separation between vehicular traffic lanes and the parking area
2. The demand for and availability of public services and facilities: this location is serviced by all public services such as public water, public sewer, electricity, natural gas, and telephone systems. Ganja by Sarah will utilize common public services in such a manner and intensity that it is normal for a commercial development. This use does not have any particular needs over and above what is otherwise required of other uses permitted within this zoning district.
3. Noise, air or other forms of environmental pollution: Noise levels will be within the limits said by the ordinance. One of the requirements for any marijuana on the state of Alaska application is a plan to address the issues of odors. The plan must not allow any discernible odor to leave the marijuana establishment. The plans submitted addresses the issue of mitigating any water pollution and waste.
4. Maintenance of compatible and efficient development patterns and land use intensities: Ganja by Sarah's retail is compatible and in full compliance with the surrounding development patterns and intensities. B-3 zoning allows a marijuana as per the recently approved zoning ordinances. The development pattern is well established in this area with businesses of many and varying types as allowed per zoning. Ganja by Sarah Is utilizing an existing building

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without doing any exterior additions or changes, other than cosmetic improvements. The interior will be improved as shown on the attached site plan. Land use densities are not changing as per this marijuana retail establishment.

Neighborhood Responsibility Plan

Ganja by Sarah will be a responsible member of the community. We are committed to working with the community on a continuous basis by keeping the channels of communication open to all concerned members. We had a community audience and answered questions to the best of our ability. We will maintain communication with the community council as well as APD by continuing to attend the regular meetings as needed and maintain a flow of communication to constantly find ways to improve relationships with the community council and other groups that have an interest in this area of Anchorage.

If you have any questions, concerns or would like me to provide any further information, please call or email me. Thank you,

Sarah Amalyn Alexander (Member-Manager) Ganja By Sarah, LLC

Email: GanjaBySarah@gmail.com

Phone: 907-244-1707

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