

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:

- Security
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Waste disposal
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising
- Control plan for persons under the age of 21

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 Information

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

Licensee:	Krystal L Dietrich	License	License Number: 1		4
License Type:	Standard Marijuana Cultivation F	acility			
Doing Business As:	Talkeetna Herb Company				
Premises Address:	32500 South Talkeetna Spur Roa	ad			and the second second
City:	Talkeetna	State:	ALASKA	ZIP:	99676
Mailing Address:	HC 89 Box 8132				
City:	Talkeetna	State:	ALASKA	ZIP:	99676
Primary Contact:	Krystal Dietrich				
Main Phone:	907.733.4677 Cell Phone: 907.354.2124				
Email:	krystal@thc-alaska.com				



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

Restricted Access Areas (3 AAC 306.710):

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

Driveway to proposed licensed premises is approximately 400+ feet long, and contains a gate approximately 150 feet from the main road. The gate shall remain closed and padlocked at all times, preventing all traffic and members of the public from entering the 40 acres of property surrounding the proposed licensed premises. Employees shall have current padlock code for entrance. Neither proposed licensed premises nor residence on the main property shall have any visitors and/or members of the public without prior ises. Employees shall have the appointment and/or authorization.

Any members of the public shall call the main office for an appointment to visit proposed licensed premises prior to arrival. There shall be a small sign of approximately 18 x 24 inches hanging on the gate with the information needed to contact the main office of the proposed licensed premises for any unauthorized members of the public requesting access to the proposed licensed premises or the 40 acres of property that the proposed licensed premises resides on. On each side of the driveways gate are signs in which state there is no hunting or fishing, and trespassing is strictly forbidden.

In addition to the locked and secure gated driveway, the proposed licensed premises' exterior entrances, and restricted access areas shall all remain shut and locked when not in use. The doors shall be secured with commercial grade locks in compliance with 3 AAC 306.715 (d), the commercial locks shall have key pad entry with a numerical code. The exterior doors shall also contain a security alarm system in compliance with 3 AAC 306.715 (b) (2) further preventing any members of the public from entering any part of the premises.

exterior doors shall also contain a security alarm system in compliance with 3 AAC 306.715 (b) (2) further preventing any members of the public from entering any part of the premises. While conducting any large supply offloads, there shall be an employee standing at the open exterior door at all times to prevent any unauthorized access. Both exterior entrances shall have a sign that is 18 x 12 inches with the following statements or something similar. "No Unauthorized Entry, No Persons Under the Age of 21", as well as a smaller sign stating the facility in under video surveillance, in attempt to deter any members of the public from trying to gain access without authorization. Members of the public that have gained supervised access inside the Premises shall enter into the reception/waiting room with the employee and/or licensee that has granted their access. The reception room contains two secure restricted access doors, secured by key pad locks at all times. These doors shall contain signs that clearly read, in accordance with 3 AAC 306.710 (b) for door one, the area where manjuana is handled and cultivated: "Restricted Access Area, Visitors Must Be Escorted Beyond This Point". On door two, the office, which holds business records, security surveillance system, and product storage, the sign shall read: "Restricted Access Area, Authorized Employees Only". At this time the member of the public becomes a visitor, they must now present ID and check in, in compliance with 3 AAC 306.710, and 3 AAC 306.755.

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

Any and all visitors that have been granted access according to the above listed requirements shall upon entry to the reception area, as required by 3 AAC 306.710 (c) (1) and in compliance with 3 AAC 306.350 (b)the visitor shall immediately show to licensee or authorized employee a valid, current, ID or Passport verifying visitor is 21 years of age or older.

Verified visitors that have been permitted entry to the proposed licensed premises' restricted access areas shall first sign a visitor's log. This log contains the name, phone number, date, time, and reason for proposed visit. The form shall be kept by licensee as part of the business records in compliance with 3 AAC 306.755 (a) (6).

Once verified, visitor shall obtain a visitor pass from licensee or authorized employee in compliance with 3 AAC 306.710 (c) (2). This ID Visitor pass includes visitor's:

(a). photo, taken at time of sign in;

- (b). date of permitted entry;
- (c). area or areas where visitor is permitted to enter; and

(d). an Alaska Marijuana Handler Permit number, if the visitor has obtained one.

At this time, the visitor may enter the restricted areas permitted by their visitor's pass supervised by an employee, licensee, and/or agent in compliance with 3 AAC 306.710 (c) (3) until departing the facility.

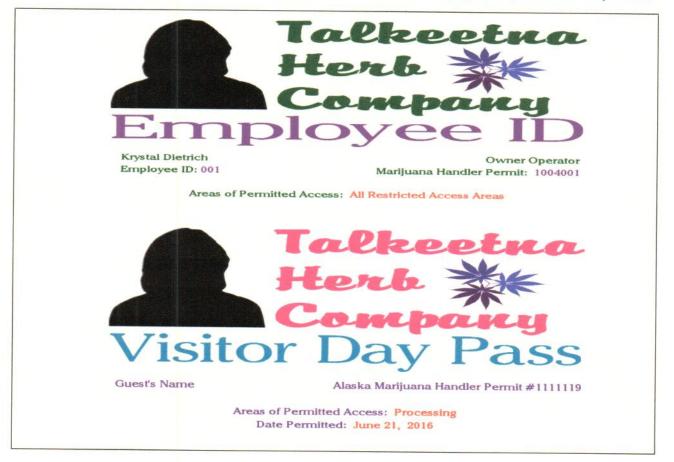


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Describe your recordkeeping of visitors who are escorted into restricted access areas:

Verified visitors that have been permitted entry to the proposed licensed premises' restricted access areas shall first sign a log containing the name, phone number, date, time, and reason for proposed visit. The form shall be kept by licensee as part of the business records in compliance with 3 AAC 306.755 (a) (6).

Provide a copy of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises:



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

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

In compliance with 3 AAC 306.715 (b) (1) exterior yard lighting shall be in place above the exterior entrances.

The exterior yard lights shall be sufficient enough to facilitate lighting a minimum of 20 feet from exterior door and emergency exit of Proposed Licensed Premises.

Surveillance cameras are also equipped with night vision.

An alarm system is required for all license types. Describe the security alarm system for the proposed premises:

In compliance with 3 AAC 306.715 (b) (2) The exterior doors and windows shall be equipped with security alarm sensor systems. The windows and doors shall all have sensors linked to the security alarms' automated system. The security alarm system is also equipped with an indoor siren to warn of any breach, smoke, and/or elevated levels of CO2.

The security alarm system also provides a motion detector which shall be placed near the main entrance to warn of any movement near the building's entrance.

The security alarm system provides professionally monitored security 24 hours per day, 7 days per week. The system is accessible with password by smart phone, computer, and tablet while away from the proposed licensed premises. The security alarm system provides immediate text and/or email updates of any movement near the motion detector, open windows and/or doors.

The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:

The security alarm system shall be activated by code on keypad upon leaving the proposed licensed premises. The system shall be deactivated while inside the proposed licensed premises. The security alarm system may also remain activated while inside the premises for additional security.

When the security alarm system is activated, upon breach, the security company contacts licensee and/or the proper authorities.



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Describe your policies and procedures for preventing diversion of marijuana or marijuana product:

A monitor to the security surveillance cameras shall be in the office and processing room for licensee and employees to view. Marijuana (and marijuana product) shall not be permitted anywhere outside of the processing, cultivating, and/or curing areas unless being moved to product storage by licensee and/or an employee authorized by licensee.

There shall be no: coats, backpacks, bags, purses, and/or baggy clothing, excessive clothing, or anything of the sort shall be permitted past reception and into restricted access areas.

There shall be a zero tolerance policy for unacceptable employee handling of marijuana. Employees may not move or handle marijuana in a fashion not permitted by their job title, licensee and/or licensee's policies.

Describe your policies and procedures for preventing loitering:

There shall be no loitering, no visitors or members of the public shall be allowed onto the 40 acres of property or proposed licensed premises without prior authorization. The secure, locked, gated driveway prevents all loitering.

Describe your policies and procedures regarding the use of any additional security device, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm to enhance security of the proposed premises:

There are no additional security devices.

To enhance security of the proposed licensed premises the licensee's camera systems send live feed of all cameras, password protected, to licensee's cell phone, and may be set to alert licensee when motion is detected if licensee chooses. Licensee may also check the cameras through the internet, password protected. Licensee and those deemed necessary shall have access to viewing of the security cams in this fashion.

Licensee resides on the property further enhancing security.

In the event licensee is alerted to breach or motion near main entrance:

Licensee or those deemed available shall immediately check security cameras, licensee and/or employees shall remain in the premises which is locked from any outside entry.

Should there be unauthorized access, the employees are to go into a lock down (doors shall already be locked on the outside, employees may not open those doors until the breach of security has passed) and shall contact licensee if not on site, and/or the proper authorities.

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Describe your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when any automatic or electronic notification system alerts a local law enforcement agency of an unauthorized breach of security:

Licensee residing on the property deters any unwanted members of the public from entering the property and proposed licensed premises.

In the event the security alarm system company alerts a local law enforcement agent, licensee and/or employee(s) shall notify the enforcement agent of the status of the property, and the reason for call if known. Should the call to the authorities by the security company be valid, licensee and/or employee(s) shall notify the proper authorities of the need for assistance. Employees shall not open any restricted access, and/or exterior doors to the proposed licensed premises until the unauthorized person(s) is(are) contained, or it is confirmed there is no longer a breach of security.

Video Surveillance (3 AAC 306.720):

All licensed marijuana establishments must meet minimum standards for surveillance equipment. Applicants should be able to answer "Yes" to all items below.

Video surveillance and camera recording system covers the following areas of the premises:	Yes	No
Each restricted access area and each entrance to a restricted access area		
Both the interior and exterior of each entrance to the facility		
Each point of sale area		
Each video surveillance recording:	Yes	No
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing		
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing Clearly and accurately displays the time and date	•	



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

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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:

In compliance with 3 AAC 306.720 (a) (1) surveillance cameras shall be placed in conspicuous areas viewing the restricted access areas and their entrances.

In compliance with 3 AAC 306.720 (a) (1) (2) (3), (b), and (c):

The surveillance cameras shall be placed in each restricted access area, the interior and exterior of the entrances to premises, anywhere marijuana is grown, cured, manufactured, destroyed, and each point-of-sale area. The surveillance cameras shall clearly and adequately produce a clear and unobstructed view of the regular activity in the restricted access areas. The surveillance cameras shall have the ability to clearly and adequately identify any individual and the activity the individual is engaged with inside the proposed licensed premises, and/or within 20 feet of each entrance to the proposed licensed premises.

Describe the locked and secure area where video surveillance recording equipment and 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 board:

In compliance with 3 AAC 306.720 (d) video surveillance recording equipment containing the surveillance camera's video records shall be housed in a cabinet inside locked restricted access office. This office is accessible only to licensee, an employee authorized by licensee, law enforcement personnel including a peace officer, and/or an agent of the board.

LO	cation of Surveillance Equipment and Video Surveillance Records:	Yes	No
	Surveillance room or area is clearly defined on the premises diagram		
	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		
	Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board		
	Video surveillance records are stored off-site		
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Business Records (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. Applicants should be able to answer "Yes" to all items below.

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Business Re	cords Maintained and Kept on the Licensed Premises:	Yes	No
for tl	ooks and records necessary to fully account for each business transaction conducted under its license ne current year and three preceding calendar years; records for the last six months are maintained on narijuana establishment's licensed premises; older records may be archived on or off-premises		
	rrent employee list setting out the full name and marijuana handler permit number of each licensee, oyee, and agent who works at the marijuana establishment		
	pusiness contact information for vendors that maintain video surveillance systems and security alarm ms for the licensed premises		
Reco	rds related to advertising and marketing		
A cur	rent diagram of the licensed premises including each restricted access area		
A log area	recording the name, and date and time of entry of each visitor permitted into a restricted access		
All re	cords normally retained for tax purposes		
from	rate and comprehensive inventory tracking records that account for all marijuana inventory activity seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a umer, to another marijuana establishment, or destroyed		
Trans	portation records for marijuana and marijuana product as required under 3 AAC 306.750(f)		



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

Licensee shall keep all records for the business in the secured restricted access office. The office is only accessible by licensee and authorized employee.

Paper copies of any business records shall be kept in the office filing cabinet. Licensee has purchased a brand new computer for the record keeping at the proposed licensed premises. This computer has a service warranty, to ensure it remains functional.

In the event of total failure to the computer that is unable to be serviced, the computer's hard disk drive (HDD) and RAM shall be extracted of all its business files. These files shall then be transferred to the replacement computer.

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Section 3 - Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730, and identify how the proposed establishment will meet the listed requirements.

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements 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 propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

Applicants should be able to answer "Yes" to all items below.

Marijuana Tracking and Weighing:	Yes	No
A marijuana inventory tracking system, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used		
All marijuana delivered to a marijuana establishment will be weighed on a scale certified in compliance with 3 AAC 306.745		
Describe the marily and tracking system that you also to use of the second state of th		

Describe the marijuana tracking system that you plan to use and how you will ensure that it is capable of sharing information with the system the board implements:

Licensee shall utilize the exact system the board has chosen to implement for tracking. The system chosen by the board is the marijuana enforcement tracking reporting & compliance system implemented by Franwell hereinafter referred to as "metrc". Metrc describes itself to be accessible by licensees without the use of a third party system. Licensee shall take the offered administrative training class and a webinar that shall be offered for Alaskans by metrc to ensure proper and adequate use of the marijuana tracking program.

The metrc system approved by the board shall comply with all of the tracking and tracing needs of 3 AAC 306 in its entirety, tracking the marijuana's complete life cycle from seed-to-sale and/or destruction of the marijuana. The metrc shall be equipped with the ability implement real-time communications between licensee's operations and the state.

Real-time manifests shall be generated for transport of marijuana in the metrc software, and shall be printable for transport with the marijuana in compliance with 3 AAC 306.750 (c).



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Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, 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, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

Applicants should be able to answer "Yes" to all items below.

		N
obtain a marijuana handler permit from the board before being licensed or beginning		
juana handler permit card in that person's immediate possession (or a valid copy on file on of a retail marijuana store, marijuana cultivation facility, or marijuana product		
e,	e, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, isports marijuana or marijuana product, or who checks the identification of a consumer or obtain a marijuana handler permit from the board before being licensed or beginning at the marijuana establishment e, employee, or agent who is required to have a marijuana handler permit shall keep that rijuana handler permit card in that person's immediate possession (or a valid copy on file on s of a retail marijuana store, marijuana cultivation facility, or marijuana product ing facility) when on the licensed premises e, employee, or agent who is required to have a marijuana handler permit shall ensure that a marijuana handler permit card is valid and has not expired	Asports marijuana or marijuana product, or who checks the identification of a consumer or obtain a marijuana handler permit from the board before being licensed or beginning at the marijuana establishment e, employee, or agent who is required to have a marijuana handler permit shall keep that rijuana handler permit card in that person's immediate possession (or a valid copy on file on of a retail marijuana store, marijuana cultivation facility, or marijuana product ng facility) when on the licensed premises

- (1). No marijuana shall be diverted from its set course throughout the premises processes.
 (2). No individuals under the age of 21 shall be allowed inside the premises at any time.
 (e). Employees shall be training in the proper check in/out procedure for themselves as well as any authorized visitors.
 (f). Individual that has been chosen for licensee's premises manager shall be required to be familiar with 3 AAC 306, and the metrc system.



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Section 5 - Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to the statement below.

Marijuana Waste Disposal:	Yes	No
The marijuana establishment shall give the board at least 3 days notice in the marijuana inventory		
tracking system required under 3 AAC 306.730 before making the waste unusable and disposing of it		

Describe how you will store, manage, and dispose of any solid or liquid waste, including wastewater generated during marijuana cultivation, production, process, testing, or retail sales, in compliance with applicable federal, state, and local laws and regulations:

The chosen method of cultivation has an average of less than 3 gallons per day waste water. This waste water if any, shall be sent into a five gallon bucket and used for the licensee's personal indoor plants during the winter months, and the outdoor garden during the summer months.

Should plants not be available for watering, or this method is unsatisfactory to the board, the waste water shall be sent down the drain and into the septic drain system of the proposed licensed premises.

The solid waste (Pro-Mix) shall have any marijuana removed and shall be used for licensee's vegetable and/or flower gardens. Any excess solid waste shall be mixed into a horse manure compost pile for later use.

Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

Materials to be used in compliance with 3 AAC 306.740 (d) (1) shall be horse manure, used vegetable oil, and/or Pro-Mix solid waste from the proposed licensed premises.

If approved: fire wood, and/or used motor oil, and/or diesel fuel, for the wood fired incinerator.

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

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Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

The marijuana waste shall be ground in compliance with 3 AAC 306.740 (d) with an electric chipper/shredder. The waste shall then be mixed in compliance with 3 AAC 306.740 (d) (1) into any available solid Pro-Mix waste, and /or used vegetable oil from licensees residence. The ground marijuana waste shall then be mixed out-of-doors (to ensure cleanliness of proposed licensed premises) into a pile of horse manure compost in compliance with 3 AAC 306.740 (d) (1). The compost pile resides out-of-doors on the proposed licensed premises' property.

A second option if the board approves: place the ground marijuana waste into an outdoor wood burning stove to be disposed of completely and immediately by way of fire. The smoke stack for the wood fired stove shall be sent well above the premises' roof level (two story) to help ensure no odor of marijuana waste or wood smoke shall be detectable by any visitors or employees near the proposed licensed premises. The ground marijuana waste shall be mixed with an equal part of firewood in compliance with 3 AAC 306.740 (d) (1) to ensure a complete incineration of the marijuana waste.



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Section 6 - Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements. Applicants should be able to answer "Yes" to all items below.

Marijuana Transportation:	Yes	No
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 unde 3 AAC 306.700	, I	
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		
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		
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		
Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuan 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	a	
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		
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest		



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Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment:

(a). Marijuana shall be weighed, packaged, labeled, tracked for shipment, in compliance with 3 AAC 306.745, 3 AAC 306.470, 3 AAC 306.475, 3 AAC 306.730, and 3 AAC 306.750.

(b). In compliance with 3 AAC 306.750 (c) the marijuana shipment shall have a manifest drawn up on a form the board prescribes, printed from the metrc system. The manifest shall include the type/strain(s), weight, and destination of the marijuana to be transported. The manifest shall also include the name of the transporter, make, model, and license plate of the transporting vehicle, the time/date of departure, and the time/date of expected arrival.

(c). in compliance with 3 AAC 306.750 (d) the sealed packaged marijuana shall be placed into a storm proof, military grade, impact resistant storage compartment hereinafter referred to as "case". This case is opaque to protect the product from ultraviolet rays, and to protect the general public from viewing the marijuana inside. The case has a steel reinforced padlock hole on each side of the opening end of the case. Both of the padlocks shall be applied to the case during transport and shall not be removed until after the case has reached destination.

(d). The case shall then be placed into the back seat of the transport vehicle.
 (1). weather permitting, the case could be placed into the rear of the transport pickup truck, inside the truck's aluminum locking toolbox.

Describe the type of locked, safe, and secure storage compartments that will be used in any vehicles transporting marijuana or marijuana product:

(a). In compliance with 3 AAC 306.750 (d) marijuana shall be stored and transported in a sealed package, inside a locked and secure storage compartment in the transport vehicle. Licensee's transport storage compartment is a portable storm proof, military grade, impact resistant storage compartment, hereinafter referred to as "case". This case is opaque to protect the product from ultraviolet rays, and to protect the general public from viewing the marijuana inside. The case has a steel reinforced padlock hole on each side of the opening end of the case. Case shall be transported inside the vehicle on the back seat or floor.

(b). The aluminum truck box with keyed entry, is bolted directly to the truck bed and also complies with 3 AAC 306.750 (d).



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Section 7 - Signage and Advertising

Describe any signs that you intend to post on your establishment with your business name, including quantity and dimensions:

(a). 12 x 18 inch sign shall include business name and an equivalent of this statement: No Unauthorized Entry, Must be 21 years of age or older.

Sign shall be placed on the proposed premises' door.

If you are not applying for a retail marijuana store license, you do not need to complete the rest of Section 7, including Page 17.

Restriction on advertising of marijuana and marijuana products (3 AAC 306.360):

All licensed retail marijuana stores must meet minimum standards for signage and advertising.

Applicants should be able to answer "Agree" to all items below.

o advertisement for marijuana or marijuana product will contain any statement or illustration that:	Agree	Disagree
-----------------------------------------------------------------------------------------------------	-------	----------

Is false or misleading		
Promotes excessive consumption		
Represents that the use of marijuana has curative or therapeutic effects		
Depicts a person under the age of 21 consuming marijuana		
Includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana	F	

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Agree	Disagree
Agree	Disagree



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Section 8 - Control Plan for Persons Under the Age of 21

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:

The Proposed Licensed Premises does not reside in a high traffic nor a city area. The premises has secure locked entry gate with no public access, the premises/property has extremely low traffic/visitors. Keeping those under the age of 21 from entering the proposed premises and its restricted access areas is a high priority for the proposed licensed premises' licensee. Beyond the low traffic and locked secure entry gate, the licensee, employees, agents, and/or authorized visitors shall keep the facility's exterior doors shut and secured at all times. Entry to proposed licensed premises shall be with code on a commercial grade key pad lock in compliance with 3 AAC 306.715 (d) which shall be set for automatic lock from the outside each time the door is closed. This shall prevent all unauthorized and/or accidental entry.

Employees shall also be advised no unauthorized visitors will be permitted into the facility without prior authorization directly from licensee and/or licensee's authorized employee.

Exterior doors shall be clearly marked with signs that shall state an equivalent of some or all of the following statements: stop!, no persons under 21, restricted access, and/or no visitors without appointment.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Signature of licensee

Printed name

Subscribed and sworn to before me this 14 day of Marc

Notary Public GERALDINE DENKEWALTER State of Alaska My Commission Expires Jan 7, 2018

Notary Public in and for the State of Alaska My commission expires:

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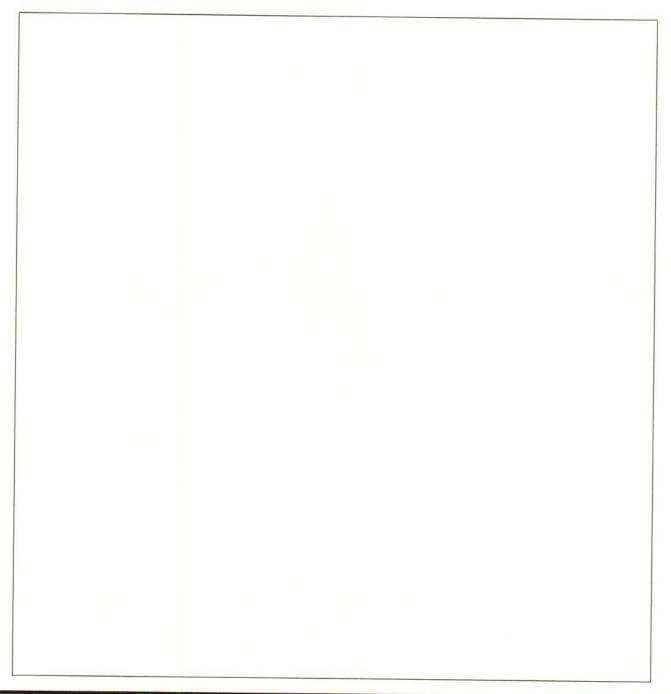
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(Additional Space as Needed):





Alaska Marijuana Control Board https://www.comm Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana cultivation facility license and must accompany the Marijuana Establishment Operating Plan (Form MJ-01), per 3 AAC 306.020(b)(11). Applicants should review Chapter 306: Article 4 of the Alaska Administrative Code. This form will be used to document how an applicant intends to meet the requirements of those 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 and 3 AAC 306.420(2).

What additional information is required for cultivation facilities?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Cultivation plan
- Odor control
- Testing procedure and protocols
- Security

This form must be submitted to AMCO's main office before any marijuana cultivation facility license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	Krystal L Dietrich	License Number: 10004				
License Type:	Standard Marijuana Cultivation Facili	ity				
Doing Business As:	Talkeetna Herb Company					
Premises Address:	32500 South Talkeetna Spur Road					
City:	Talkeetna	State:	ALASKA	ZIP:	99676	



Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Section 2 – Prohibitions

Applicants should review 3 AAC 306.405 - 3 AAC 306.410 and be able to answer "Agree" to all items below.

Alaska Marijuana Control Board

The marijuana cultivation facility will not:			Disagree	
	Sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation			
	Allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on its licenses premises or within 20 feet of the exterior of any building or outdoor cultivation facility			
	Treat or otherwise adulterate marijuna with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana			

Section 3 – Cultivation Plan

Review the requirements under 3 AAC 306.420, and identify how the proposed premises will meet the listed requirements.

Describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

Proposed licenses premises' vegetation room shall be approximately 11 feet 4 inches by 17 feet. The approximate square footage being 187 for this room.

Flower room number one and two are the same size: 11 feet 4 inches by 17 feet 6 inches, for approximately 193 square feet each.

The total for both vegetation and flowering shall be approximately 573 square feet.

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Alaska Marijuana Control Board https://www.common Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Describe the marijuana cultivation facility's growing medium(s) to be used:

Pro-Mix BX, a Sphagnum peat moss, with perlite and vermiculite. This mixture is utilized for propagating seedlings, vegetating plants, and flowering plants.

For propagation of clones/cuttings Grodan rockwool cubes are used.

Describe the marijuana cultivation facility's fertilizers, chemicals, gases, and delivery systems, including carbon dioxide management, to be used:

Hormex Powder #8 - promoting roots on clones/cuttings.

General Hydroponics three part fertilizer system is fed during both growing and flowering life cycles. The three parts are Floragro, Florabloom, and Floramicro.

Licensee is in the process of researching a more cannabis based fertilizer system now that cannabis is legal in a few states. Thus promoting the ability for scientists and researchers to advance fertilizers specifically for cannabis needs.

Azamax is utilized on an as-needed basis for insect control only.

Describe the marijuana cultivation facility's irrigation and waste water systems to be used:

Each plant in the flowering rooms shall have an irrigation drip tube feeding it nutrients through a two gallon per hour drip emitter. This irrigation system shall be fed directly from the fertilizer reservoir by a liquid/water submersible pump.

The mother plants in the vegetation/growing room shall be watered by hand daily, they will have catchment trays under each pot in case of any overflow. There is virtually no waste water involved with these processes.

The clones/cuttings shall be on a table with an irrigation drip system feeding their nutrients to them.

There is little to no waste water produced, daily. The waste, if any, shall be mixed with licensee's nutrients being fed to their outdoor garden and flower beds during the summer. Any time the garden and/or house plants are unavailable to receive waste water, any liquid waste, if any, shall be sent down the premises' waste drain system.



Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Describe the marijuana cultivation facility's waste disposal arrangements:

There are two proposed procedures for the solid wastes in compliance with 3 AAC 306.740: (1). The growing medium waste shall have its root mass removed, so that there is nothing left except the peat moss mixture. The left over mixture is a rich soil and is ready for immediate use by gardens and flower beds. This non-plant waste shall be placed into licensee's gardens and flower beds to raise them above ground level and improve their performance.

(a). In the event the gardens are in no need for solid fill, the waste shall be mixed into a horse manure compost pile with the plant waste as described below.

(2). The solid marijuana waste in compliance with 3 AAC 306.740 (c) (1) shall be placed into the marijuana inventory tracking system for three days before it shall: (a). in compliance with 3 AAC 306.740 (d) the waste shall be sent through an electric shredder/chipper for grinding, the ground marijuana shall then be mixed with used vegetable oil if available and/or waste Pro-Mix, this process shall be under video surveillance in accordance with 3 AAC 306.720 (a) and (c). (1). The waste shall then be placed directly into a horse manure compost pile that is on the premises' property.

(b). If approved by the board: the ground waste shall be mixed with a small amount of waste oil, or diesel fuel, then placed directly into a wood fired incinerator for immediate disposal and rendering of usefulness in compliance with 3 AAC 306.740 (b). This wood fired incinerator shall be under video surveillance in compliance with 3 AAC 306.720 (a) and (c). Smoke stack for incinerator (if approved by the board and utilized by licensee) shall be vented above the peak of proposed premises' two story building preventing odor from the wood and marijuana waste from reaching any individuals near the proposed licensed premises.

Section 4 – Odor Control

Review the requirements under 3 AAC 306.430, and identify how the proposed premises will meet the listed requirement.

Describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

The lower level/cultivation area of the proposed premises shall have its temperature and humidity atmospherically controlled. The air shall be exchanged with both an intake and exhaust system at a rate of 750 cubic feet per minute until desired temperature and humidity is achieved. This process takes approximately five minutes for the area of proposed cultivation.

Exhaust air shall be filtered through large carbon filters. In compliance with AAC 306.430 (c) (2) the carbon filters remove any odor particles in the air as it passes through so that the exhaust air does not emit an odor that is detectable from outside of the proposed licensed premises. The cleaned air will continue on its way to the peak of the proposed licensed premises' two story building where it shall exit, undetectable through vents well above ground level.

[Form MJ-04] (rev 02/05/2016)

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STATE OF ALASKA

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

Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Section 5 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the item below.

I understand and agree that:

Agree Disagree

The board will or the director shall from time to time require the marijuana cultivation facility to provide samples of the growing medium, soil amendments, fertilizers, crop production aids, pesticides, or water for random compliance checks

Describe the testing procedure and protocols the marijuana cultivation facility will follow:

Licensee shall designate an individual responsible for collecting each sample for testing by a licensed marijuana testing facility in compliance with 3 AAC 306. 455 (b) (2).

In compliance with 3 AAC 306.455 (b) (1) the designated individual shall segregate harvested marijuana into batches of bud and flower of individual strains. The designated individual shall then collect a random homogenous sample for testing in an amount required by the testing facility.

The designated individual shall then sign a prepared statement in compliance with 3 AAC 306.455 (b) (2) (A) indicating each sample has been randomly selected for testing.

The statement shall be provided to the testing facility in compliance with 3 AAC 306.455 (b) (2) (B), a copy of this statement shall be kept at the establishment's office in compliance with 3 AAC 306.455 (b) (2) (C) for records retention in compliance with 3 AAC 306.755.

The designated individual responsible for collecting the random sample for testing shall then transport the collected sample to a licensed marijuana testing facility in compliance with 3 AAC 306.750.

The proposed licensed cultivation facility shall keep the entire batch of harvested marijuana from which the the sample was selected segregated, until the marijuana testing facility reports the completed results from its tests in compliance with 3 AAC 306.645.

In accordance with 3 AAC 306.405 (a) (4) and 3 AAC 306.730 the segregated batch of marijuana shall be tracked in the proposed facility's marijuana inventory tracking system (metrc) and kept in the restricted access office in the secure, cool, dry, and dark, refrigerator storage to prevent the marijuana from becoming contaminated or losing its efficacy while awaiting test results.





Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Section 6 - Security

Review the requirements under 3 AAC 306.430 and 3 AAC 306.470 – 3 AAC 306.475, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the two items below.

Alaska Marijuana Control Board

The marijuana cultivation facility applicant has:	Agree	Disagree
Read and understands and agrees to the packaging of marijuana requirements under 3 AAC 306.470		
Read and understands and agrees to the labeling of marijuana requirements under 3 AAC 306.475		
Restricted Access Area (3 AAC 306.430):	Yes	No

Will the marijuana cultivation facility include outdoor production?

If "Yes", describe the outdoor structure(s) or the expanse of open or clear ground fully enclosed by a physical barrier:

[Form MJ-04] (rev 02/05/2016)



Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility cannot be observed by the public from outside the facility:

The proposed cultivation facility shall have no windows for viewing into the cultivation areas. General members of the public, and visitors to the premises and/or residence shall not have access to the private property in which proposed premises resides without prior appointment.

No plants, clones, cuttings, and/or seedlings shall leave the cultivation and restricted access areas.

Processed marijuana shall not exit the building until all tracking and transportation requirements have been completed in compliance with 3 AAC 306.730 and 3 AAC 306.750.

Processed marijuana that leaves the building in compliance with 3 AAC 306.750 shall be in a double padlocked, secure, tamper resistant, weather resistant, sealed, military grade, transport case, further preventing public viewing or access.

I certify that as a marijuana cultivation facility, I will submit monthly reports to the Department of Revenue and pay the excise tax required under AS 43.61.010 and 43.61.020 on all marijuana sold or provided as a sample to a marijuana establishment, as required under 3 AAC 306.480.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

Signature of licensee

Arusta

Printed name

Subscribed and sworn to before me this 14 day of March

Notary Public GERALDINE DENKEWALTER State of Aleska Jan 1,2012 My Commission Expires

for the State of Alaska

My commission expires: 201

[Form MJ-04] (rev 02/05/2016)

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Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-04: Marijuana Cultivation Facility

(Additional Space as Needed):

Proposed licensed premises shall be ready on day of licensing for production of Marijuana as follows:

Licensee shall immediately begin to introduce batches of clones/cuttings and/or seedlings once per week, tracked in compliance with 3 AAC 306.730 by licensee's metrc software. This shall initiate and maintain a weekly production of marijuana approximately nine weeks from first day of licensing.

The first harvest batch would be ready nine weeks from day of licensing, with batch number 2 to follow the next week, Batch number 3 one week later, and so on.

(should licensing become active June 9th, proposed licensed premises' facility shall have marijuana ready for testing in compliance with 3 AAC 306.455 by August 9th)

Amount of marijuana ready for retail stores in compliance with 3 AAC 306.470 after testing has been completed in compliance with 3 AAC 306.455, shall be an approximate amount of three and one half+ pounds on a weekly schedule.

Thus producing for the State a tax revenue equaling to \$11,200 per month at \$50 per ounce. This is provided there are adequate amounts of retail marijuana store and marijuana product manufacturing locations across the state able to accept the amount of quality marijuana produced at the proposed licensed premises' facility.

The flower and bud produced shall have an approximate amount of plant trim and stalk estimated at one and one half pounds per week. For a monthly approximate state revenue equal to \$1,440.

These totals are dependent entirely upon testing results, retail marijuana store locations, and the amount of product able to be sold across the state.

Licensee shall transport samples and marijuana to retail locations across the state in full compliance with 3 AAC 306 in order to facilitate high amounts of sales producing large amount of tax revenue for the State.

Should sales remain above average, Licensee shall pay the proper fees and file paperwork to request a larger premises in 2017.

Thank You for Your Consideration

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[Form MJ-04] (rev 02/05/2016)





Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

MEMORANDUM

DATE:

TO: Chair and Members of the Board

Cynthia Franklin FROM: Director, Marijuana Control Board

November 28, 2016 RE: Changes to Operating Plan

At its October 27-28, 2016 meeting, the Marijuana Control Board delegated the following standard marijuana cultivation facility application. After the meeting, the applicant submitted significant changes to the operating plan.

1. License #10004 Talkeetna Herb Company

This tab contains the following documents:

- 1. MJ-15
- 2. Pages of operating plan changed as required by MJ-15
- 3. Original Operating Plan viewed by MCB at the July meeting



Cover Sheet for Marijuana Establishment Applications

What is this form?

This cover sheet <u>must</u> 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.

Alaska Marijuana Control Board

Licensee:	KRYSTAL L DIETRICH	License Number:		10004		
License Type:	Standard Marijuana Cultivation Facility	ndard Marijuana Cultivation Facility				
Doing Business As:	TALKEETNA HERB COMPANY			terre and the second		
Physical Address:	32500 South Talkeetna Spur Road		1.1	100.00		
City:	Talkeetna	State:	AK	Zip Code:	99676 - 9701	
Designated Owner:	Krystal Dietrich	I				
Email Address:	krystal@thc-alaska.com				inital activities (a)	

Section 2 - Attached Items

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

Attached Items:	
	Form MJ-15, Operating Plan Change for MJ-04 Operating Plan Supplemental
	Form MJ-04, Operating Plan Supplemental, Page 2 of 8. Section 3 change of Rooms and Sizes
	Form MJ-04, Operating Plan Supplemental, Page 4 of 8, removal of statement requesting burning of waste, as requested by the board members on October 28, 2016 meeting.
	Also Change MJ-04, Page 4 of 8 Section 4, first paragraph and sentance adjusted to say "cultivation areas" in general meaning all cultivation areas.

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



Form MJ-15: Operating Plan Change

Alaska Marijuana Control Board

What is this form?

This operating plan change form is required for all marijuana establishment licensees seeking to change a licensed marijuana establishment's existing operating plan, under 3 AAC 306.100. With this form, a licensee may request changes to as much or as little as desired of Form MJ-01 and/or the corresponding operating plan supplemental for the establishment's license type. The required \$250 change fee may be made by credit card online (VISA, MasterCard, or Discover), or by check or money order.

Please download, complete, and submit with this form <u>only the pages</u> of Form MJ-01 and/or the corresponding operating plan supplemental that contain sections that you are requesting to change. All fields that are left blank will be considered unchanged from the existing operating plan. All fields that are completed and submitted with this form will be considered as changes to the existing operating plan and are subject to board approval. **Please do not submit any wholly unchanged pages of an operating plan**.

The form(s) that I am requesting board approval to change is:

Form MJ-01: Marijuana Establishment Operating Plan
 Form MJ-03: Retail Marijuana Store Operating Plan Supplemental
 Form MJ-04: Marijuana Cultivation Facility Operating Plan Supplemental
 Form MJ-05: Marijuana Product Manufacturing Facility Operating Plan Supplemental
 Form MJ-06: Marijuana Testing Facility Operating Plan Supplemental

This form must be completed and submitted to AMCO's main office <u>prior to changing existing operations</u>. The licensed establishment's operations may not be altered unless and until the Marijuana Control Board has approved of the changes. Please note that licensees seeking to change operating plans for multiple licenses must submit a

separate completed copy of this form for each license.

Section 1 – Establishment Information

Licensee:	Krystal Dietrich	License	Number:	1000	4
License Type:	Standard Cultivation Facility			-	
Doing Business As:	Talkeetna Herb Company				
Premises Address:	32500 S Talkeetna Spur Road				
City:	Talkeetna	State:	AK	ZIP:	99676

Enter information for the licensed establishment.

[Form MJ-15] (rev 06/20/2016)





Alaska Marijuana Control Board

Form MJ-15: Operating Plan Change

As a marijuana establishment licensee, I declare under penalty of unsworn falsification that I have examined this form, including all accompanying documents, schedules, and statements, and to the best of my knowledge and belief find them to be true, correct, and complete.

Signature of licensee

Printed name

Subscribed and sworn to before me this 14 day of November

Official San STATE OF ALASKA 18:04/10/2020

an Jacon

Notary Public in and for the State of Alaska.

2016

My commission expires: 4/10/2020



Alcohol and 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 **Operating Plan Supplemental** Form MJ-04: Marijuana Cultivation Facility

Section 2 – Prohibitions

Applicants should review 3 AAC 306.405 - 3 AAC 306.410 and be able to answer "Agree" to all items below.

The marijuana cultivation facility will not:			Disagree
	Sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation		
	Allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on its licenses premises or within 20 feet of the exterior of any building or outdoor cultivation facility		
	Treat or otherwise adulterate marijuna with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana		

Section 3 – Cultivation Plan

Review the requirements under 3 AAC 306.420, and identify how the proposed premises will meet the listed requirements.

Describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

Proposed licensed premises contains five (5) cultivation areas that equal approximately 958 Square Feet.

Room -1: 16'8" x 13'3" approximately 221 sq ft

Room -2: an "L" shape of 11' 6" x 11' 6" + 8' 6" x 7', approximately 192 sq ft

Room -3: 11' 8" x 12' 8", approximately 148 sq ft

Room -4: 11' 5" x 12' 8", approximately 145 sq ft

Room -5: an "L" shape 15' x 11' 2" + 12' x 6' 10", approximately 252 sq ft.



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Phone: 907.269.0350

Alaska Marijuana Control Board **Operating Plan Supplemental** Form MJ-04: Marijuana Cultivation Facility

Describe the marijuana cultivation facility's waste disposal arrangements:

There are two proposed procedures for the solid wastes in compliance with 3 AAC 306.740:

(1). The growing medium waste shall have its root mass removed, so that there is nothing left except the peat moss mixture. The left over mixture is a rich soil and is ready for immediate use by gardens and flower beds. This non-plant waste shall be placed into licensee's gardens and flower beds to raise them above ground level and improve their performance.

(a). In the event the gardens are in no need for solid fill, the waste shall be mixed into a horse manure compost pile with the plant waste as described

below.

(2). The solid marijuana waste in compliance with 3 AAC 306.740 (c) (1) shall be placed into the marijuana inventory tracking system for three days before it shall:

(a). in compliance with 3 AAC 306.740 (d) the waste shall be sent through an electric shredder/chipper for grinding, the ground marijuana shall then be

mixed with used vegetable oil if available and/or waste Pro-Mix, this process shall be under video surveillance in accordance with 3 AAC 306.720 (a) and (c).

(1). The waste shall then be placed directly into a horse manure compost pile that is on the premises' property.

Section 4 – Odor Control

Review the requirements under 3 AAC 306.430, and identify how the proposed premises will meet the listed requirement.

Describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

The cultivation areas of the proposed premises shall have its temperature and humidity atmospherically controlled. The air shall be exchanged with both an intake and exhaust system at a rate of 750 cubic feet per minute until desired temperature and humidity is achieved. This process takes approximately five minutes for the area of proposed cultivation.

Exhaust air shall be filtered through large carbon filters. In compliance with AAC 306.430 (c) (2) the carbon filters remove any odor particles in the air as it passes through so that the exhaust air does not emit an odor that is detectable from outside of the proposed licensed premises. The cleaned air will continue on its way to the peak area of the proposed licensed premises' two story building where it shall exit, undetectable through vents well above ground level.