THE STATE of ALASKA
GOVERNOR BILL WALKER

**Department of Commerce, Community, and Economic Development**

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

April 12, 2018

Winter Greens, LLC
DBA: Winter Greens, LLC
Via email: tangcorkylady@gmail.com

Re: Retail Marijuana Store License #15061

Dear applicant,

The AMCO Office is reviewing the documents submitted for the proposed marijuana establishment license referenced above. The following items need to be corrected and/or resubmitted**.** Please be sure to read the entire letter.

- **MJ-00 Application Certifications**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.
  - Page 3: you initialed the two boxes, but only one statement should apply. Please read the statements and initial next to the one that applies to you. **Note,** if you are filling out a brand new MJ-00, the form on our website is a new version so please read it carefully.

- **MJ-01 Operating Plan. If you did not save a copy of this form, and you need to re-do the entire application. You must re-do MJ-01 and MJ-03 as the forms have changed.**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.
  - Page 2, first box: the answer in this box is confusing, I cannot tell whether you understand the purpose of Restricted Access Area(s) in a retail marijuana store. You first talk about one public entry/exit door, then a visible sing stating restricted area…., then only one entry/exit door on the restricted access room….very confusing. Please re-read 3 AAC 306.325 and 3 AAC 306.710. Furthermore, the restricted access area sign that must be posted at each entrance of a restricted access area must be verbatim to the regulation under 3 AAC 306.710 (b). You can have additional signs, but the sign to comply with our regulation must be verbatim.
  - Page 2, second box: the director, an enforcement agent, and employee of the board, or a peace officer acting in an official capacity are not considered "Visitors" for the purpose of logging in, etc. That said, please explain what the context of the word "Inspection" is in this box.
  - Page 5, first box: please expand upon/add to your answer to this box and describe how you will prevent diversion of marijuana or marijuana products by employees.
  - Page 7, first box: you mention a "Restricted access room…" what do you mean by restricted access room? According to your diagram, I see more than just one section that, under the regulations, should be restricted access area.

- Page 7, second box: again, the sign that must be posted at each entrance of a restricted access area must be verbatim to the regulations. In this box you talk about a restricted access area, just above you reference is restricted access room. Is this the same room? Are you using these two terms interchangeably?
- Page 9: what is a "Restricted Access room?
- Page 10: your sentence here starts with "Glacier Bay Farms.." The name of your business is Winter Greens, LLC. Glacier Bay Farms was the business name on an application that was never pursued.
- Pages 12, first box: in addition to logging your waste in Metrc, you must give the three-day notice in writing by email to our enforcement section. ALSO, the marijuana waste must be rendered unusable by first grinding it. Please correct this page accordingly.
- Page 15, first box: there was no answer provided in this box. Please describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment.

- **MJ-02 Premises Diagram**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.
  - On the diagram that depicts the interior layout, please show the following:
    - What type of structure is it? write it on the diagram
    - Outline the perimeter of licensed premises (use one color and label)
    - Within the licensed premises, clearly outline the restricted access area(s) (use another color and label it.
    - Show the physical barrier that will enclose the restricted access area the glass cabinets
    - Label the surveillance room/area

- **MJ-03 Retail Supplemental. If you end up re-doing MJ-01 on the new form, you must also re-do this form.**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.
  - Page 4: the warning statements on both boxes must be 100% verbatim to the regulations. Please correct your warning statements, they are not verbatim.

- **MJ-07 Public Notice Posting Affidavit**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.

- **MJ-08 Local Government Notice Affidavit**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.

- **MJ-09 Statement of Financial Interest**
  - Page 1, section 1: the context of "Licensee" in this line is the name of the LLC, in this case Winter Greens, LLC. Please correct. Use your Cover Page to guide you if necessary.

- **Proof of Possession for Proposed Premises**

- Please incorporate in the lease, accordingly, the following:
  - An acknowledgement from the landlord/lessor that the premises will be used for a marijuana establishment.
  - A clause, usually under the "Default" section, that the landlord/lessor will not take possession of or remove marijuana or marijuana products from the premises, and AMCO enforcement will be contacted.

- **Entity Documents**
  - Please provide Winter Greens, LLC's Operating Agreement.

- **Food Safety Permit Application**
  - William, did you submit an application for an Establishment Food Permit?. I am not familiar with the form you submitted. I don't see the address being the same as the proposed marijuana establishment. Please provide me with a copy of an active application for an Establishment Food Permit, for marijuana, stamped as "Received" by DEC.

It is very important that you submit the above corrections and/or documents as soon as possible. AMCO staff needs adequate time to review the documents and determine if additional corrections and/or documents are necessary to complete your application. If you fail to complete this application within 90 days of the date of this notice, you must file a new application and pay a new fee, per 3 AAC 306.025(f).

Respectfully,

Jane Sawyer, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov