Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

# 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 **Form MJ-01: Marijuana Establishment Operating Plan**, 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 the 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 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
- Waste disposal
- Odor control
- Testing procedure and protocols
- Packaging and labeling

**This form must be completed and submitted to AMCO's main office before any new or transfer application for a standard marijuana cultivation facility or limited marijuana cultivation facility license will be considered complete.**

## Section 1 – Establishment Information

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

| | | | | | |
|---|---|---|---|---|---|
| **Licensee:** | Timeless Adventures, LLC | **MJ License #:** | 10156 | | |
| **License Type:** | Standard Marijuana Cultivation Facility | | | | |
| **Doing Business As:** | Herbal Instincts | | | | |
| **Premises Address:** | 405 Ream Ln | | | | |
| **City:** | Fairbanks | **State:** | Alaska | **ZIP:** | 99712 |


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# Form MJ-04: Marijuana Cultivation Facility Operating Plan Supplemental

## Section 2 – Overview of Operations

**2.1. Provide an overview of your proposed facility's operations. Include information regarding the flow of marijuana from seed or clone to harvest and transfer from your premises:**

We will operate within all laws of Fairbanks North Star Borough and the State of Alaska and in accordance with all AMCO guidelines, our operating plan, and submitted application. We will plant cannabis via seed or clone and track each seed or clone via METRC through its growth stages until transfer to another licensed facility in accordance with 3 AAC 306.750 or disposal as waste in accordance with 3 AAC 306.740.

## Section 3 – Prohibitions

Review the requirements under 3 AAC 306.405 and 3 AAC 306.410.

**3.1. I certify that the marijuana cultivation facility will not:** Initials

a. **sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation;** CP

b. **allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on the licensed premises or within 20 feet of the exterior of any building or outdoor cultivation facility; or** CP

c. **treat or otherwise adulterate marijuana with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana.** CP

## Section 4 – Cultivation Plan

Review the requirements under 3 AAC 306.420 and 3 AAC 306.430.

**4.1. 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:**

The premises is total of 4.06 acres. We plan to plant cannabis in an outdoor field measuring 150 ft x 145 ft for a total of 21,750 square feet and have an indoor processing and seasonal cultivation area of 2,047 square feet. This total square footage of 21,750 square feet is less than 20% of our total licensed premise area as allowed by Fairbanks North Star Borough zoning for RA-5, permitted uses, Marijuana cultivation facility indoor large ("in which all growing, preparation and packaging activities are conducted completely indoors. Net area of all cultivation facility structures does not exceed 10,000 square feet.") and Marijuana cultivation facility outdoor limited ("in which any portion of the growing, preparation and packaging are conducted outdoors or within buildings that are not fully enclosed or which utilize odor-permeable materials. Area of the marijuana cultivation facility does not exceed 20 percent of the total parcel area, including all land planted with marijuana and the net floor area of all temporary and permanent buildings utilized to grow, prepare and package marijuana").



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

**4.2. The proposed area(s) for cultivation are clearly identified on the Form MJ-02: Premises Diagram that is submitted with this application.** ☑

Answer "Yes" or "No" to the following question: Yes No

**4.3. Will the marijuana cultivation facility include outdoor production?** ☑ ☐

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

We plan to plant cannabis in an outdoor field that is 145 ft x 150 ft, this totals 21,750 square feet which is fully enclosed by a 6 ft tall steel fence with barb wire. The perimeter of the field has flood lights and is monitored via video surveillance. Within our fenced outdoor cultivation area we plan to seasonally construct non-permanent, double polyethylene greenhouses under which the cannabis will be grown to provide additional quality assurance and odor control.

**4.4. Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility, whether indoors or outdoors, cannot be observed by the public from outside the facility:**

All boundaries of the cultivation field are greater than 50 ft from the boundary line of the premises. A 6 ft tall steel fence surrounding the cultivation field will be lined with a non-transparent material to ensure that the marijuana cannot be observed by the public from outside the licensed premises.

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

The indoor and outdoor cultivation's medium will be composed of local and/or bagged soil with soil amendments. The soil will be purchased from a third party soil company or recycled and re-amended from previous season's harvests.

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

The indoor and outdoor crop will use all natural soil amendments along with the local soil for fertilization. Natural soil amendments will include compost, kelp meal, alfalfa meal, molasses, earthworm castings, fish bone meal, dolomite lime, blood meal, bat guano, Epsom salt, and perlite. 100% non-toxic, food grade pest and mold treatment may be used if needed. We will utilize a carbon dioxide management system that is approved by Fairbanks North Star Borough, complies with all local and state law and is regularly monitored via external controls.



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

The cultivation facility will have quality verified water from Water Wagon delivered to on site reservoirs. The outdoor crop will be hand watered or watered through a low pressure drip irrigation system. Indoor cultivation waste water is managed through the use of a septic tank and leech field. Waste water from outdoor cultivation areas is collected in run off ditches and is monitored for contaminants.

## Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740.

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

**5.1. The marijuana cultivation facility shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it.**

**5.2. Describe how you will store, manage, and dispose of any solid or liquid marijuana waste, including wastewater generated during marijuana cultivation, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown:**

We will dispose of a majority of our solid and liquid waste through compost processes that are approved by the Marijuana Control Board and the state of Alaska. We will follow all local and state laws regarding composting practices and requirements. Any solid or liquid waste materials that are non-compostable will be housed and secured in a holding tank on premises and will be properly disposed of at a state licensed facility. All marijuana waste will be managed and recorded through house and state marijuana tracking systems at least three days prior to being rendered unusable. Additionally, AMCO enforcement will be notified via email at least three days prior to any waste being rendered unusable. All marijuana waste product will be mixed with at least an equal amount of non-marijuana product to render it unusable.

In order to make marijuana waste unusable it will be mixed with at least equal parts of compostable materials including food waste, yard waste, and vegetable-based grease oils and/or non-compostable materials including paper, cardboard, plastic, oil or other waste materials approved by the board.



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## Section 6 – Odor Control

Review the requirements under 3 AAC 306.430.

| Answer "Yes" or "No" to the following question: | Yes | No |
|---|---|---|
| **6.1. Have you received an exemption from your local government for the odor control requirement set forth in 3 AAC 306.430(c)(2)?** | ☐ | ☑ |

| If "Yes", you must be able to certify the statement below. Read the following and then sign your initials in the box: | Initials |
|---|---|
| **I am attaching to this form documentation of my odor control exemption from the local government.** | ☐ |

**If "No" to question 6.1., 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 indoor cultivation area will contain an activated carbon filtration system with replaceable media to ensure that marijuana inside the facility does not emit an odor detectable to the public. The outdoor cultivation area will utilize double polyethylene greenhouses which assist in containing odor, exhaust fans to further mitigate and control outgoing airflow toward the center of the premises, and the odor will dissipate naturally in the air.

## Section 7 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465.

| 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 and agree that the board or director will, 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.** | ☑ |
| **7.2. I will ensure that any individual responsible for collecting random, homogenous samples for required laboratory testing under 3 AAC 306.455 will prepare the necessary accompanying signed statement, provide the signed statement to the marijuana testing facility, and maintain a copy as a business record under 3 AAC 306.755.** | ☑ |

**7.3. Describe the testing procedures and protocols the marijuana cultivation facility will follow:**

A licensee or manager is responsible for collecting each sample. the designated person will collect a random, homogeneous sample for testing by segregating the marijuana into batches of individual strains harvested on the same date and then collecting a random sample from each batch. They shall then prepare a signed statement indicating that each sample has been randomly selected, providing a copy to the marijuana testing facility and maintaining a copy for business records. The sample will then be transported to the marijuana testing facility in accordance with all marijuana transport regulations. All non-tested marijuana will be segregated from the tested product and placed in totes which are properly labeled and in a secure, cool, and dry location until the testing facility reports the results from its tests in writing. No marijuana will be sold or transported until all laboratory testing is completed. We shall maintain testing results as part of our business records.



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## Section 8 – Packaging and Labeling

Review the requirements under 3 AAC 306.470 and 3 AAC 306.475.

| Answer "Yes" or "No" to the following question: | Yes | No |
|---|---|---|
| **8.1. Will the marijuana cultivation facility be packaging marijuana for a retail marijuana store to sell to a consumer without repackaging?** | ☐ | ☑ |

**If "Yes", describe how the marijuana cultivation facility will ensure that the marijuana sold will meet the packaging requirements in 3 AAC 306.470, and provide a sample label that the facility will use to meet the labeling requirements set forth in 3 AAC 306.475:**

| Answer "Yes" or "No" to the following question: | Yes | No |
|---|---|---|
| **8.2. Will the marijuana cultivation facility be packaging marijuana in wholesale packages?** | ☑ | ☐ |

**If "Yes", describe how the marijuana cultivation facility will ensure that the marijuana sold will meet the packaging requirements in 3 AAC 306.470, and provide a sample label that the facility will use to meet the labeling requirements set forth in 3 AAC 306.475:**

A supervisor, manager, or licensee will verify that each wholesale package being transferred does not exceed 5 pounds, is secured in tamper evident packaging, identified by the appropriate METRC tag, and labeled appropriately prior to transfer to another licensed facility. We do not package for direct sale to consumers. Attached is the template for our labels to help ensure all packaging and labeling requirements are met. Additionally, all packages will be transported with their lab test results and a list of all crop amendments used.

**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 AS 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 unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Cristopher Konopka
Printed name of licensee

State of Alaska
NOTARY PUBLIC
Geoffrey Granger
My Commission Expires 08/19/2019

Notary Public in and for the State of Alaska

My commission expires: 08/19/2019

Subscribed and sworn to before me this 21th day of march, 2018.



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**(Additional Space as Needed):**

8.2 (continued)

| | | |
|---|---|---|
| Harvest Batch | – #1 | |
| Strain | – Alaska Gold Rush | |
| Dry | – Bud | |
| Gross wt. | – 556 | grams |
| Package wt. | – 100 | grams |
| Net wt. | – 456 | grams |

Herbal Instincts
Fairbanks, AK 99712
405 Ream Ln
License # 10156

| | | |
|---|---|---|
| Packaged by | – Rex | |
| Pkg Date | – 01/01/2018 | |

Sample label used to meet the labeling requirements set forth in 3 AAC 306.475.



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| | | |
|---|---|---|
| Harvest Batch | -- | #1 |
| Strain | -- | Purple Mountain Majesty |
| Dry | -- | Bud |
| Gross wt. | -- | grams |
| Package wt. | -- | grams |
| Net wt. | -- | grams |

Herbal Instincts
Fairbanks, AK 99712
405 Ream Ln
License # 10156

| | | |
|---|---|---|
| Packaged by | -- | Jennifer |
| Pkg Date | -- | 04/24/2018 |

The harvest batch(es) in this package may have been grown in soil with the following crop ammendments & fertilizers:

Insect Frass, Earthworm Castings, Alfalfa Meal, Kelp Meal, Humic Acid, Bat Guano, Molasses, Fish Fertilizer, Azaguard, Evergreen, ZeroTol

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