CORRESPONDENCE

From:	Marijuana Licensing (CED sponsored)
To:	patricia5954@att.net
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- P W Cultivation license #17261
Date:	Wednesday, October 17, 2018 2:22:05 PM
Attachments:	17261 Incomplete Application Letter.pdf image001.png

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Hello,

Your application has been reviewed, and attached is correspondence regarding corrections, additional documents, and/or resubmittals that need to be addressed.

Please make sure to read the entire letter. If the submitted corrections are not found to be complete, your application will be returned to you in accordance with 3 AAC 306.025(e)(1), and you will need to file a new application and pay a new fee should you wish to continue pursuing licensure. Essentially, we will accept corrections one time within your 90-day deadline period. Feel free to call or email if you need clarification on any items from the Incomplete Letter.

Please let me know if you need any of the documents I have for this application. I want to make sure you receive this email and incomplete letter attached first.

Please send any documents/correspondence to marijuana.licensing@alaska.gov

Thank you,

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
Direct: (907) 754-3588
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

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

October 17, 2018

Patrick Phillips
DBA: P W Cultivation
Via email: patricia5954@att.net

Re: Limited Marijuana Cultivation Facility #17261

Dear applicant,

The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment license referenced above. This letter is notice under 3 ACC 306.025(e)(2) that your application is incomplete and additional items are needed to complete the application. The additional items that need correction or resubmittal are listed below—please be sure to read the entire letter. **Please note that if the corrections and/or additional documents submitted in response to this letter are not found to be complete, your application will be returned to you in accordance with 3 AAC 306.025(e)(1), and you will need to file a new application and pay a new fee should you wish to continue pursuing licensure.**

- **Online Application**
  - According to the email correspondence with Patrick Phillips concerning Patricia Phillips not having financial interest in the business, I have rolled the application back to "New" status so you can remove Patricia Phillips as an Affiliate. An updated Public Notice will generate which you will need as part of your corrections outlined below.

- **MJ-01 Operating Plan**
  - Page 3, Section 3.3: The Marijuana Handlers Permit is not an adequate example of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises. The sample badge should at least have a picture of the employee and the name and license number of the establishment.
  - Page 6, Section 4.2: according to 3 AAC 306.755, a marijuana establishment shall maintain in a format that is readily understood by a reasonably prudent business person 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. So, essentially, records must be kept for approximately 4 years. Please correct your answer accordingly.
  - Page 10, Section 9.2: You refer to a dispensary in your answer. Dispensaries refer to medical marijuana, and AMCO does not license medical marijuana dispensaries. Are you meaning to say retail marijuana stores? Please correct your answer accordingly.

- **MJ-02 Premises Diagram**
  - The diagrams submitted are difficult to decipher. Much of the information is blurry and illegible. Much of the confusion comes from there being too many diagrams, too many colors, and much of the wording being blurry. The following are examples of what to

watch out for when re-doing your premises diagram (**these are examples but they may not be the only things you need to address**):

- On Diagram #1, 1/4: much of the wording is blurry and illegible with too many colors, which is a bit confusing.
    - On Diagram 2/4: the pink and red X's look too similar.
        - Also, I do not see anything referring to the Licensed Premises.
            - Outline the entire perimeter of the proposed <u>licensed premises and restricted access area</u> (use separate colors and labels). **<u>OR</u>**, if applicable, you may use one color and label it Restricted Access Area and Licensed Premises.
        - Additionally, what is the space outside of the green outline?
        - The surveillance room appears to be non-contiguous to the rest of the proposed licensed premises. The surveillance room can be separate from the licensed premises, but the Restricted Access Areas cannot be separate.
    - On Diagram 3/4: the wording is blurry.
        - Additionally, what is the space outside of the green outline?
- On Diagram #2, 1/2: Is the whole garage being used as the licensed premises, or just a portion of the garage?
- On Diagram #2, 2/2: the wording is blurry.
    - The surveillance room appears to be non-contiguous to the rest of the proposed licensed premises. The surveillance room can be separate from the licensed premises, but the Restricted Access Areas cannot be separate.
- On Diagram #3, 1/2: Is the whole garage being used as the licensed premises, or just a portion of the garage?
- On Diagram #4, please show the cross streets, and show the licensed premises.
- On Diagrams 5: these diagrams seem to be the same as Diagrams #1.
    - What is the unlicensed area?

- **MJ-04 Cultivation Supplemental**
    - Page 2, Section 4.1: please provide the overall square footage that the marijuana cultivation facility intends to be under cultivation in your answer.
    - Page 3, Section 4.6: please describe the marijuana cultivation facility's chemicals, if any, to be used.

- **MJ-07 Public Notice Posting Affidavit**
    - Once you have updated your online application as mentioned above, under Online Application, you will need to post the updated Public Notice at both, the location of the proposed premises and another conspicuous location for ten days.
    - I will need a new MJ-07 completed and signed in front of a notary.

- **MJ-08 Local Government Notice Affidavit**
    - Once you have updated your online application as mentioned above, under Online Application, you will need to re-notify the local government by submitting to them the updated Public Notice.
    - I will need a new MJ-08 completed and signed in front of a notary.

- **Proof of Possession for Proposed Premises**
  - What you provided as proof of possession is inadequate. Do you own the property? If so, please provide a recorded Warranty Deed and the property tax assessment that clearly shows you are the sole owner, including the complete physical address of the proposed cultivation facility; **OR** if the Deed is not recorded, and/or you are not the sole owner, and if you are going to provide a commercial lease, the lease must be a legally binding lease and it should include the following:
    - An acknowledgment from the landlord/lessor that the premises will be used as a marijuana establishment, and
    - A disclaimer that the landlord/lessor may not take possession of or remove marijuana from the premises, and that AMCO will be contacted in the event that this is necessary.

It is very important that you submit the above corrections and/or documents in a timely manner so that AMCO staff has adequate time to review the corrections and/or additional documents which must be found to be complete within 90 days of the date of this letter.

Respectfully,

Jacqlene Drulis, Occupational Licensing Examiner
For,
Erika McConnell, Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	"patricia5954@att.net"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- P W Cultivation license #17261
Date:	Wednesday, November 07, 2018 2:44:00 PM
Attachments:	image001.png

Good afternoon, Patrick,

Thank you for the corrections. Everything appears to be in order, except for a couple of additional items regarding the lease:

- Because this application is for a sole proprietorship, please correct the lessee (on page 1 and 5) to be the individual licensee (Patrick Phillips), not the DBA-Doing Business As (P W Cultivation). You may include the DBA (P W Cultivation) after the licensee, if you prefer.
- Additionally, if I understand correctly, you, Patrick Phillips as a sole proprietor are leasing only the garage for your marijuana cultivation, correct? If this is true, is it possible that you can specify that in the lease?

Please send any documents/correspondence to marijuana.licensing@alaska.gov

Respectfully,

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From:	Patricia Phillips
To:	Marijuana Licensing (CED sponsored)
Subject:	Re: New Application - P W Cultivation License #17261 - Clarification Needed
Date:	Friday, October 12, 2018 1:52:46 PM
Attachments:	image001.png

P W Cultivation lic. # 17261 Patrick Phillips sole owner I'm sending you clarification that Patricia Phillips listed as an affiliate will not have direct or indirect financial interest in my business.

Patrick Phillips owner of P W Cultivation
29124 N. Cohoe Loop Rd.
Kasilof, AK. 99610
502-902-7363

On Friday, October 12, 2018 1:22 PM, Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

Please identify yourself, and also please have Patrick Phillips email us stating that Patricia Phillips (the person listed as an affiliate) will not have direct or indirect financial interest in the business. I will need the email from him before I can move forward with the review of this application.

Respectfully,

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

From: patricia5954 <patricia5954@att.net>
Sent: Friday, October 12, 2018 12:56 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: Re: New Application - P W Cultivation License #17261 - Clarification Needed

She is office manager. Just wanted her to be able to talk to you if needed. Her name needs to be removed

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

-------- Original message --------
From: "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>
Date: 10/12/18 12:23 PM (GMT-09:00)
To: patricia5954@att.net

Cc: "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>
Subject: New Application - P W Cultivation License #17261 - Clarification Needed

Good afternoon,

Your application for a Limited Marijuana Cultivation Facility, P W Cultivation License #17261, is next in the queue to be reviewed, but I have a question before beginning this review. You applied as a sole proprietor, but Patricia Phillips is listed as an affiliate on your application. In what way is Patricia affiliated with this proposed establishment?

Sincerely,

Blue

Jacqlene Drulis
Occupational Licensing Examiner
Alcohol & Marijuana Control Office
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501