CORRESPONDENCE

From:	Marijuana Licensing (CED sponsored)
To:	"noainc@mosquitonet.com"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- Arctic Bakery, LLC license #16006
Date:	Tuesday, October 30, 2018 4:18:00 PM
Attachments:	16006 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 30, 2018

Arctic Bakery, LLC
DBA: Arctic Bakery, LLC
Via email: noainc@mosquitonet.com

Re: Marijuana Product Manufacturing Facility #16006

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.**

- **MJ-02 Premises Diagram**
  - The diagrams you submitted of the proposed marijuana product manufacturing facility need some work, please show the following (please make sure to use the same colors on the varying diagrams to represent the same areas for consistency):
    - Diagram 2: Licensed premises means any or all designated portions of a building or structure, or rooms or enclosures in the building or structure, at the specific address for which a marijuana establishment license is issued, and used, controlled, or operated by the marijuana establishment to carry out the business for which it is licensed.
      - For consistency, please change the yellow shaded area to a different color and label it- entire lot, or legal right of possession, or something similar.
      - Additionally, please outline/shade the area where the building is located in yellow, and label it- Licensed Premises.
    - Diagram 3:
      - Please outline the building in yellow and label it- Licensed Premises, like on diagram #1 for consistency, since the licensed premises refers to a building or structure.
      - Please change the yellow color labeled Licensed Premises to a different color (the same color used in Diagram 2 to show the area for which the licensee has legal right of possession) and label it- entire lot, or legal right of possession, or something similar.
      - For the purple label, because Restricted Access Area is to be within the licensed premises, please change this label to say- fenced in area, or something along those lines.

- Diagram 4:
  - Please make this diagram consistent with the other diagrams by outlining the area where the building is located in yellow and labeling it- Licensed Premises.
  - Please change the pink color labeled Licensed Premises to a different color (the same color used in Diagram 2 and 3 to show the area for which the licensee has legal right of possession) and label it- entire lot, or legal right of possession, or something similar.

- **MJ-05 Manufacturing Supplemental**
  - Page 2, Section 3: Describe the gases, chemicals, and other compounds, if any, the marijuana product manufacturing facility will use to create marijuana concentrates.
  - Page 4, Section 5.4: This question was left blank; please refer to 3 AAC 306.550, and answer this question.
  - For <u>all</u> of the Sinners and Saints Candies: In Section 7, in the "Packaging Description" field, please include the individual serving size in your description, like you have in your Nutritional Facts.
  - For <u>all</u> of the 4.20 Bars: In Section 7, in the "Packaging Description" field, please include the individual serving size in your description, like you have in your Nutritional Facts.

- **Proof of Possession for Proposed Premises**
  - Alaska Railroad Corporation master lease:
    - Please provide the master lease from the Alaska Railroad Corporation (make sure the physical address of the location being leased is present on the lease, and not just the legal description- 1409 Well Street).
  - Alaska Railroad Non-objection to Sublease Agreement:
    - Please include written permission to further sublet to Arctic Bakery, LLC.
  - Lease Agreement for 1409 and 1415 Wells Street:
    - Because this is a sublease, please title it Sublease.
    - Please include written permission to further sublet to Arctic Bakery, LLC.
    - Please include the disclaimer that the landlord/lessor may not take possession or remove marijuana from the premises, and AMCO will be contacted in the event that this is necessary.
  - Lease between Morgan Evans and Arctic Bakery, LLC:
    - Because this is a sublease, please title it Sublease.
    - Please include the disclaimer that the landlord/lessor may not take possession or remove marijuana from the premises, and 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

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

From:	Marijuana Licensing (CED sponsored)
To:	"noainc@mosquitonet.com"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- Arctic Bakery, LLC license #16006
Date:	Wednesday, November 28, 2018 12:35:00 PM
Attachments:	image001.png

Good afternoon,

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

- **MJ-02 Premises Diagram**
  - Diagram 3: Restricted Access Area in this context is to be within the Licensed Premises and has specific requirements; the Restricted Access Area cannot be outside of the Licensed Premises. The Restricted Access Area within the Licensed Premises is shown on Diagram 1 in orange. On Diagram 3, please remove the wording Restricted Access Area and change the color from orange, for consistency; the initial purple color was sufficient. Please do not use yellow, orange, green, or pink, and make sure to accordingly incorporate the color used in the Legend.

- **Proof of Possession for Proposed Premises**
  - On page 1, paragraph 1 of the Alaska Railroad Corporation Letter of Non Objection to Sublease Agreement, Alaska Bakery LLC is mentioned instead of Arctic Bakery, LLC. Please correct this discrepancy.

*Note- Please get your corrections in by close of business on November 30th to be considered for the December 20-21, 2018 Board Meeting. Additionally, if you are unable to get your corrections in by Friday the 30th, the following meeting is February 20-22, 2019.

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

Respectfully,

Jacqlene Drulis
Occupational Licensing Examiner
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