CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

December 17, 2018

Tundra Farm 1, Inc.
DBA: Tundra Farms
Via email: mrdanny907@gmail.com

Re: Standard Marijuana Cultivation Facility #18704

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-01 Operating Plan**
  - Page 2, 3.1 & 3.2: these boxes reference a retail store, but this is an application for cultivation. Please correct your boxes accordingly.
  - Page 4, 3.5: please add to your answer in this box and describe how you will comply with 3 AAC 306.715(e).

- **MJ-02 Premises Diagram** (please take the time to do really good on these, call me if need to)
  - There is too much going on the diagrams you submitted (and I can send them to you if you want). For one, I could not tell what is going on or figure out the flow of the building in its totality. I will give examples of my confusion, but please re-do the diagrams with all the requirements of MJ-02's guides, AND taking into consideration my points below:
    - The diagrams do not show license number
    - Most diagrams do not show the True North arrow
    - Is the building a multi-story building or just one story? I could not tell
    - Clearly label the entrance to the cultivation facility
    - How do all the interior layout diagrams come together in relation to each other?
    - On diagram labeled Tundra Farms Cultivation Room #4, the stairs and the boiler are not part of the restricted access area, but where do the stairs lead to? And will you be handling marijuana by passing through this area with it? it most likely needs to be restricted access area, too.
    - The aerial view diagrams(s) must clearly indicate both what building is being used for this license and which section of that building is being licensed specifically for this facility.

- You still do need to keep your color coding and labels/legend.
- It is possible to submit one set of diagrams that depict all three marijuana establishments and their specific requirements, but it needs to be done just perfect.

- **MJ-04 Cultivation Supplemental**
  - Page 3: there is a new version of MJ-04 on our website because we added a section for pesticides. I am not requesting for you to fill out the entire application, but you do need to take page 3 of this new form and basically transfer the information from you old one to this new page. The new section is 4.6 which needs to be filled out with the requested information, and of course, you can attach separate pages as continuation. Here is the link to the form: https://www.commerce.alaska.gov/web/Portals/9/pub/MCB/MarijuanaApplication/MJ-04.pdf .
  - Page 4, 5.2: about fifth line down from the top, you state "*Marijuana waste will be stored away from all other marijuana in a locked container located against the exterior of the building…..*" my question is, is this an accurate statement? And if it is, where on your diagram is it shown? Furthermore, this 'exterior' waste locked container areas must be internally contiguous to the proposed licensed premises of the cultivation, and abide by the restricted access area, and security requirements.
  - Page 6, 8.1: expand upon your answer to this question describing how you will meet the requirements of 3 AAC 306.470 when it pertains to packaging for direct sale by the retail store.

- **Proof of Possession for Proposed Premises**
  - **Master lease (I requested the same thing on incompletes for licenses 18702 and 18706, I will accept one document for all three licenses)**: in the 'Default' section of each, the clause about "*Landlord will contact the Alaska Marijuana Control Office and ensure Enforcement for AMCO removes all marijuana and marijuana product form facility*" needs to also state that the landlord will not remove or take possession of marijuana or marijuana product.
  - **Sublease (I requested this on incomplete for 18706, I will accept one document for both licenses):** the subtenant in this sublease is Tundra Farms 1, Inc., the name of your corporation, according to all the paperwork submitted, is Tundra Farm 1, Inc. (without the 's'). Assuming this is a mistake, please correct the sublease in all the areas where the entity is mentioned to include the signature line. And,
  - in the 'Default' section the clause about "*Landlord will contact the Alaska Marijuana Control Office and ensure Enforcement for AMCO removes all marijuana and marijuana product form facility*" needs to also state that the landlord will not remove or take possession of marijuana or marijuana product.

It is very important that you submit the above corrections and/or documents as soon as possible 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,

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

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From:	Marijuana Licensing (CED sponsored)
To:	"mrdanny907@gmail.com"; "Jana Weltzin"; Valerie Mastolier
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Following up on corrections rcvd. 1.26.19-Tundra Farms-Cultivation-18704
Date:	Monday, January 28, 2019 3:56:00 PM
Attachments:	18704 mj01 section 3.5 not addressed.pdf 18704 mj04 section 8.1 not addressed.pdf

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JDW,

I reviewed the corrections. Application is still incomplete:

- The page attached to this email, 3.5 of MJ-01, did not include how you will meet 3 AAC 306.715(e) **as requested in the incomplete letter.** Your last sentence on this box implies you will only contact AMCO enforcement when there is local law enforcement involvement, but now it is required that you notify us even under other different circumstances (not just involvement of law enforcement). Please read the regulation.
- The page attached for MJ-04 section 8.1, does not address what I requested in the incomplete letter. You are not fully addressing 3 AAC 306.470, you are missing 306.470(b), please read it.
- Deadline for you to get application complete for the Feb. meeting is 2.1.19.

This email does not extend the 90-day deadline to get this application complete which is 3.17.19, you will start over if deadline is not met. However, the application is subject to get returned altogether if corrections are not adequate second time around.

Thank you

Jane P Sawyer
Occupational Licensing Examiner|Alcohol & Marijuana Control Office
550 W 7th Avenue, Ste. 1600, Anchorage, AK 99501| 907-269-0350

From:	Marijuana Licensing (CED sponsored)
To:	"mrdanny907@gmail.com"; Jana Weltzin; "Valerie Mastolier"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application Notice-Tundra Farms license 18704 (Standard Cultivation)
Date:	Monday, December 17, 2018 12:32:00 PM
Attachments:	18704 Incomplete Application Notice.pdf

Hello,

Your marijuana establishment license application has been reviewed, 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 copies of the transfer paperwork I have. I want to make sure you receive this email and its attachment first. Send any documents/correspondence to marijuana.licensing@alaska.gov

Respectfully,
Jane Sawyer
Occupational Licensing Examiner
Alcohol and Marijuana Control Office
550 W 7th Avenue Ste. 1600
Anchorage, AK 99501
907-269-0350