CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community, and Economic Development

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

January 3, 2019

Family Trees, LLC
DBA: Family Trees
Via email: FamilyTreesAK@gmail.com

Re: Family Trees license 15501

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**
  - Your names (Spencer, Sun, and Thomas) must be listed under the Entity Officials section of the application (remove your names from the Affiliates section). I have rolled the application back to 'New' status so that you can go into your myAlaska to access your online application and make the corrections. Make sure all the information is accurate before resubmitting.
  - Once you resubmit your online application, the system will generate an updated Public Notice which you will need for some of your corrections.

- **MJ-01 Operating Plan**
  - Page 2:
    - 2.1: in this box you have the word "Licked", should it be "Locked"?.
    - 3.1: FYI, each entrance to a restricted access area must be marked by a sign that says "Restricted access area. Visitors must be escorted".
    - 3.2: add to your answer in this box and describe how you will comply with the licensee/employee/agent to visitor ratio describe under 3 AAC 306.710.
  - Page 4:
    - 3.5: I cannot tell whether you are answering the question fully, specifically when the establishment is closed. Your alarm must be activated on all exterior doors and windows, AND who will be alerted in case of security bread when the establishment is closed. Please add to your answer in this box and describe how you will meet that. ALSO, in this same box, add to your answer and describe how you will comply with 3 AAC 306.715(e) (please, do read it).

- **MJ-02 Premises Diagram (you have a good diagram, just needs minor fixes)**
  - Briefly explain on Diagram 1 what is or used to be that section of the house that will potentially be the marijuana cultivation facility.
  - On all ground floor diagrams, please clearly label the entrances, including the entrance to the proposed marijuana cultivation facility (does the marijuana facility have its own entrance)?
  - Label or draw all the doors inside the proposed marijuana cultivation facility.
  - The orange outline/box should also be labeled as licensed premises, so it should be orange=licensed premises and restricted access area.
  - Please indicate on the diagrams where the stairs that lead to the second floor and vice versa are.

- **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 . PLEASE, make sure that your list of pesticides are approved by Alaska Department of Environmental Conservation – Pesticides Program https://dec.alaska.gov/eh/pest.aspx
  - Page 4, 5.2: please re-review 3 AAC 306.740 Waste Disposal. Your answer in this box must address how/where you will store your solid marijuana waste during the three-day waiting period. This waiting period is **before** you render the marijuana waste unusable, so even if you are planning on composting the marijuana waste it still needs to be stored for three days before rendering it unusable. THEN, you state that if you are not composting the marijuana waste that *"the plant will be broken down, mixed with a 20:1 water/diesel mixture to render it totally unusable…."* this method of rendering the marijuana waste unusable will need to be approved by the board.

- **MJ-07 Public Notice Posting Affidavit**
  - As mentioned above, under Online Application bullet point. Please post a copy of the updated Public Notice at both the location of the proposed marijuana cultivation facility and another conspicuous location. NOW, is there a grocery store around the area that has a public bulletin board at which you can post the Public Notice for the full ten days? Call me if you have questions about this.
  - You will need to complete a new MJ-07 and submit it to me.

- **MJ-08 Local Government Notice Affidavit**
  - As mentioned above, under Online Application bullet point. Please provide a copy of the updated Public Notice to the Fairbanks North Star Borough.
  - You will need to complete a new MJ-08 and submit it to me.

- **Entity Documents**
  - Please renew your state business license https://www.commerce.alaska.gov/cbp/main/Search/BusinessDetail/1061522 . This is done through Division of Corporations, a separate state agency. Their telephone number is 907-269-8160.

- **Proof of Possession for Proposed Premises**
  - Please appropriately incorporate in the lease the following:
    - An acknowledgement from the landlord/lessor that the premises will be used for a marijuana establishment

        - A clause stating the landlord/lessor will not take possession of or remove from the premises marijuana or marijuana product, and AMCO will be contacted. This is usually under the 'Default' section of the lease.

- **Alaska Residency**
    - I was unable to verify whether each of you had applied for the Permanent Fund Dividend this year, 2019, because, as you probably already know, their system is down. What I need to know is: are you all three (each of you) going to apply for the PFD this year? If you are, please file for it as soon as PFD's website is up. If either of you are not, I also need to know that. Please inform me.

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

From: Marijuana Licensing (CED sponsored)
To: "Family Trees"
Cc: Marijuana Licensing (CED sponsored)
Subject: Follow up on application: Family Trees license 15501-please read
Date: Wednesday, April 03, 2019 12:57:00 PM
Attachments: pg4-3.5-mj-01-15501.pdf
pg3-4.6-mj-04-15501.pdf
Feb. 2019-DEC-cannabis-pesticides-alaska.pdf

Good morning, Spencer,

I have reviewed your corrections and you did pretty good. HOWEVER, I still need couple more things to be addressed.

- MJ-01, pg4, 3.5 (attached), please read 3 AAC 306.715(e) https://www.commerce.alaska.gov/web/Portals/9/pub/MCB/StatutesAndRegulations/MarijuanaRegulations.pdf?ver=2019-02-21-113339-027&timestamp=1550781273731 and add to your answer in this box stating you understand this new section. Please read it.
- M-04, pg3, 4.6 (attached), please provide the product number for the Bonide Pyrethrin Garden Insect Spray, it is not on the approved list from DEC but it doesn't mean it is not an approved product (I need the product number though) OR on the attached DEC list please highlight all the products you intend to use on your marijuana. SO, you either change box 4.6 to state see attached DEC list and highlight the products on that list, or you give me the product number for Bonide Pyrethrin Garden Insect Spray that I can provide to DEC myself.

I don't need the entire MJ-01 or MJ-04 applications. I just need the pages I am asking you to amend (with all other information on them including initials on boxes).

Please, please, have these amendments in my email by tonight (I need them by tomorrow when I get in). Let me know you read this email. I am not counting this against your 90-day, but this application does need to be completed immediately—respectfully—or it will not make it to the May meeting.

Thank you
Jane Sawyer
Occupational Licensing Examiner
Alcohol and Marijuana Control Office
907-269-0350

From: Family Trees <familytreesak@gmail.com>
Sent: Wednesday, April 03, 2019 9:19 AM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: Re: Incomplete Application Notice-Family Trees license 15501

Hello,

I have attached all the requested revisions to Application 15501.

-MJ01, MJ02, MJ04, MJ07, and MJ08 revised as suggested and notarized
-Commercial lease extending to December 2019 with necessary additions

Also, I have updated the Online Application, Renewed our State Business License, and we have all filed for this year's Dividend.

I believe this is everything that was requested. I apologize for using the full 90 days and thank you for your help. Please let me know if it sufficient or if more information is needed.

Thank You,
Spencer Abrams

On Thu, Mar 21, 2019, 1:44 PM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

> Hello,
>
> This is just a courtesy reminder that I have not received your corrections.
>
> This email does not extend the 90-day deadline for you to have a complete and accurate application. That deadline is 4.3.19.
>
> Respectfully,
>
> Jane Sawyer
> Occupational Licensing Examiner
> Alcohol and Marijuana Control Office
> 907-269-0350
>
> ---
>
> **From:** Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
> **Sent:** Monday, March 11, 2019 11:12 AM
> **To:** Family Trees <familytreesak@gmail.com>; Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
> **Subject:** RE: Incomplete Application Notice-Family Trees license 15501
>
> In this particular case, the mailboxes at the end of the your road is fine.

Thank you. Please make sure you submit all of your corrections at once, and in a PDF format as an attachment to the email (no pictures, or JPGs, not on the body of the email). I will accept several emails if necessary, but sent on the same day.

Thank you
Jane Sawyer
Occupational Licensing Examiner
Alcohol and Marijuana Control Office
907-269-0350

From: Family Trees <familytreesak@gmail.com>
Sent: Monday, March 11, 2019 11:00 AM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: Re: Incomplete Application Notice-Family Trees license 15501

Hello,
I am working my way through the corrections and have a question regarding posting the public notice. I've posted the new notices at the property and at the end of our road on the mailboxes where everyone would see them. The nearest store is a gas station/grocer 9 miles up the road. I don't know if they allow posting there but wanted to ask if I should check.

Other than that I will be able to mail the completed corrections within the next week or so.

Thanks!

On Thu, Jan 3, 2019, 8:48 AM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

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

From:	Marijuana Licensing (CED sponsored)
To:	"FamilyTreesAK@gmail.com"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application Notice-Family Trees license 15501
Date:	Thursday, January 03, 2019 8:48:00 AM
Attachments:	15501 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