CORRESPONDENCE

From:	Marijuana Licensing (CED sponsored)
To:	"snowlotusgardens@gmail.com"
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application- Snow Lotus Gardens, LLC license #20642
Date:	Thursday, March 07, 2019 11:20:00 AM
Attachments:	20642 Incomplete Application Letter.pdf image001.png

---

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
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501

THE STATE of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 7, 2019

Snow Lotus Gardens, LLC
DBA: Snow Lotus Gardens, LLC
Via email: snowlotusgardens@gmail.com

Re: Limited Marijuana Cultivation Facility #20642

Dear applicant,

The AMCO Office has reviewed the documents submitted for the proposed marijuana establishment license referenced above. This letter is notice under 3 AAC 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 Entity Documents submitted, Duane Larson is an Entity Official. I have rolled the application back to "New" status so Duane Larson can be added as an Entity Official, and the Affiliates can be removed. An updated Public Notice will generate which you will need as part of your corrections outlined below. Once you make the corrections to the online application, please send an email notifying me that you have done so, so that I may update the application status.

- **MJ-01 Operating Plan**
  - Page 2, Section 3.1: please accordingly incorporate in the Operating Plan the following- a marijuana establishment shall limit the number of visitors to not more than five visitors for each licensee, employee, or agent of the licensee who is actively engaged in supervising those visitors.
  - Page 3, Section 3.4: please accordingly incorporate in the Operating Plan the following- the exterior lighting that is required to facilitate surveillance must be placed in a way that produces a clear view adequate to identify an individual within 20 feet of each entrance to the licensed premises.
  - Page 4, Section 3.5: according to 3 AAC 306.715(e), "a marijuana establishment shall notify the Department of Commerce, Community, and Economic Development, Alcohol and Marijuana Control Office as soon as reasonably practical and in any case not more than 24 hours after any unauthorized access to the premises or the establishment's knowledge of evidence or circumstances that reasonably indicate theft, diversion, or unexplained disappearance of marijuana, marijuana products, or money from the licensed premises." Please adjust your answer accordingly.

- Page 4, Section 3.6: please expand upon your answer to include any other internal policies and procedures for preventing diversion of marijuana or marijuana product, including by employees, besides cameras.
- Page 10, Section 9.2: please include the business logo.

- **MJ-02 Premises Diagram**
  - On all applicable diagrams, outline the entire perimeter of the proposed licensed premises and restricted access area (use separate colors and labels). **OR**, if applicable, you may use one color and label it Restricted Access Area and Licensed Premises.
    - Note- the bathroom can be a part of the licensed premises, but it should not be a part of the restricted access area because restricted access areas need cameras, and bathrooms should not have cameras.
  - On Form MJ-01, you check marked a box that says, adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram. Please show/label the bathroom(s), and make sure that it is not included in the restricted access area.
  - Label your diagrams, such as, Diagram 1, Diagram 2, etc.
  - For the second floor, please show where the stairs are.
  - Label the blank space in the front of the building as, unit/suite #4A- possible future marijuana retail store, or possible sublet to adjacent marijuana testing facility, or something similar to describe why it is not included in the cultivation licensed premises.

- **MJ-04 Cultivation Supplemental**
  - Page 2, Section 4.1: the calculations provided for the clone/vegetative room do not seem accurate. According to my calculations, the total grow canopy space in the veg room is 208 square feet, as opposed to 188 square feet. Unless I am mistaken, please either, correct your calculations, **OR** expand upon your answer to describe why the total square footage is less than the provided calculations.
    - Additionally, if the calculations are inaccurate, please correct the total canopy space to be 400 square feet.
  - Page 3, Section 4.7: please describe the gases, including carbon dioxide management, to be used at the marijuana cultivation facility.
  - Page 6, Section 8.2: please provide a sample label that the facility will use to meet the labeling requirements set forth in 3 AAC 306.475.

- **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 five 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.

- **Publisher's Affidavit**
  - Not all of the dates of publication match; for example, the newspaper clipping says February 8, 2019, while the affidavit says February 13, 2019. Please submit a publisher's affidavit in which all of the dates match.

- **Entity Documents**
  - Please submit the Operating Agreement for the LLC.

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: "snowlotusgardens@gmail.com"
Cc: Marijuana Licensing (CED sponsored)
Subject: RE: Incomplete Application- Snow Lotus Gardens, LLC license #20642
Date: Monday, March 18, 2019 3:47:00 PM
Attachments: image001.png

Good afternoon,
Thank you for the corrections. Everything appears to be in order, except for a few additional items:

- **MJ-02: Premises Diagram**
  - Diagram 1:
    - Outline the Licensed Premises in orange to include the bathroom and the second floor.
    - Label the orange outline in your legend/key as, Proposed Licensed Premises.
    - Connect the teal outline (Restricted Access Area) to itself by the Restricted Access Door(s), and make sure the orange outline connects to itself, as well.
  - Diagram 2:
    - Label the orange outline in your legend/key as, Proposed Licensed Premises and Right of Possession.
    - Outline the second floor in orange (keep the teal outline as is).
    - Connect the teal (Restricted Access Area) and orange (Proposed Licensed Premises) outlines to themselves by the Restricted Access Door(s).
  - Diagram 3:
    - Since the Restricted Access Area really only needs to be shown on Diagram 1 (but it is okay to show it on the other diagrams), and the Restricted Access Area is supposed to exclude the bathroom, and for purposes of consistency, please correct the orange label to say, Proposed Licensed Premises for Snow Lotus Gardens, LLC.
  - Diagram 4:
    - Correct the orange label to say, Proposed Licensed Premises for Snow Lotus Gardens, LLC.
  - Diagram 5:
    - Correct the orange label to say, Proposed Licensed Premises for Snow Lotus Gardens, LLC 4B.

Please send all 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: Snow Lotus Gardens <snowlotusgardens@gmail.com>
Sent: Thursday, March 14, 2019 10:35 AM

To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: Email 2 of 2 RE: Incomplete Application- Snow Lotus Gardens, LLC license #20642

Here is our corrected application documents for License#20642

Thank you, and have a great day!

Sent from Mail for Windows 10

From: Marijuana Licensing (CED sponsored)
Sent: Thursday, March 7, 2019 11:20 AM
To: snowlotusgardens@gmail.com
Cc: Marijuana Licensing (CED sponsored)
Subject: Incomplete Application- Snow Lotus Gardens, LLC license #20642

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
550 West 7th Avenue, Suite 1600
Anchorage, Alaska 99501