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 12, 2018

B2H, LLC
DBA: The Tree House AK
Via email: b2hllc.thetreehouseak@gmail.com

Re: Retail Marijuana Store Facility #15019

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.**

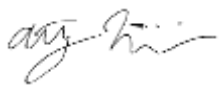
- **MJ-01 Operating Plan**
  - Page 1, Section 1 – Establishment & Contact Information:
    - The mailing address listed in this section is different than what was initially provided on your application (1705 N Winding Brook Loop #A3, Palmer, AK 99645). Please verify if the PO Box listed is the current mailing address.
  - Page 2, Section 2.1:
    - The second sentence starts with "All **entrances** will be directed to enter through the front entrance door". Is the use of the word "entrances" a typo?
  - Page 2, Section 3.2:
    - Expand upon your response to include the ratio of visitors to licensees/employees escorting them.
  - Page 4, Section 3.5:
    - Your response must include policies and procedures regarding actions taken when an unauthorized breach has been alerted. Include at what point AMCO is contacted as required by 3 AAC 306.715(e).
  - Page 6, Section 4.2:
    - You state in your response that all business records will be stored in an off-site office and safe room. As a reminder, 3 AAC 306.755(a)(1) requires that records for the last six months be maintained on the licensed premises.
  - Page 8, Section 8.1:
    - Your response describes packaging marijuana in wholesale packages for sale to other establishments that will repackage them for sale, which is not allowed for retail marijuana stores.

- Page 9, Section 9.1:
    - The first sentence of your response states that "There will be **three (2)** signs with the business name on it visible to the general public, and each sign will not exceed 4800 square inches". Please verify the number of signs that will be present.

- **MJ-02 Premises Diagram**
  - All Diagrams:
    - Please number and label your diagrams according to the list provided on Page 1 of Form MJ-02. Diagrams that meet the requirements of Diagram 3 and 5 must also be provided.
    - Each diagram must be labeled with your license number and DBA.
  - Floor Plan Diagram:
    - The diagonal lines marking your diagram make the details very difficult to see. Please submit a diagram without these lines present.
    - Provide a diagram showing only the areas of the licensed premises that would be operational at the time of your preliminary inspection, as required by Diagram 1. A separate diagram meeting the requirements of Diagram 2 may also be necessary.
  - Aerial Photo:
    - Outline and label the location of your licensed premises on this diagram.
- **MJ-03 Retail Supplemental**
  - Page 2, Section 2.1:
    - Expand upon your response to describe a standard customer experience in more detail.
  - Page 4, Section 6.2:
    - The warning statements on your sample label must be verbatim, but the word "only" has been omitted from "For use only by adults twenty-one and older".
  - Page 5, Section 8.1:
    - Include specific examples of the materials that will be mixed with ground marijuana waste to render it unusable.
- **MJ-08 Local Government Notice Affidavit**
  - You certified on this form that a copy of your Public Notice was provided to the Russian Jack Community Council, but it appears that your proposed premises is under the jurisdiction of the Northeast Community Council. Please provide notice to the Northeast Community Council and complete a new MJ-08, or provide documentation verifying that this premises is under the jurisdiction of the Russian Jack Community Council.
- **Food Permit Application**
  - The site address listed on the application is Unit B, which is inconsistent with your lease and the other documents in your application.

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,



TJ Zielinski, Occupational Licensing Examiner
For,

Erika McConnell, Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	b2hllc.thetreehouseak@gmail.com
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application - The Tree House AK License #15019
Date:	Wednesday, December 12, 2018 10:48:03 AM
Attachments:	15019 Incomplete Notice.pdf image001.png

Good morning,

Your application for your marijuana establishment license has been reviewed, and at this time is considered incomplete. See the attached notice regarding corrections, additional documents, and/or resubmittals that need to be addressed in your application.

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 Notice.

Let us know if you require copies of any documents that were submitted.

If you have any questions or concerns, please address them to marijuana.licensing@alaska.gov.

Sincerely,

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

From:	Marijuana Licensing (CED sponsored)
To:	Jana Weltzin; Marijuana Licensing (CED sponsored)
Cc:	Josh Boots; Valerie Mastolier; guitar1nick@yahoo.com; Brenda Mills; Nicholas Holbrook
Subject:	RE: Incomplete Application - The Tree House AK License #15019
Date:	Wednesday, March 06, 2019 1:19:49 PM
Attachments:	image001.png

Good afternoon,

Received, thank you. Most of the necessary corrections have been made, but there are a few remaining items to address with Form MJ-02: Premises Diagram. On the first set of diagrams that were submitted, there was a section of the premises that was designated as a potential site for a future cultivation facility. Is this area still there, or does the proposed retail facility now include both areas?

On Diagrams # 5.2, 3.1 & 4.1, please include the suite numbers (and addresses, if different) for the other businesses indicated on the diagram.

Lastly, I wanted to note that it appears the state business license (#1058469) for this establishment has expired. It will not need to be renewed as a part of the review process for this marijuana application, but the license would need to be active before a license could be issued in the future.

Thanks again and let me know if you have any questions,

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

From: Jana Weltzin <jana@jdwcounsel.com>
Sent: Monday, March 04, 2019 10:47 AM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: Josh Boots <joshbootsak@gmail.com>; Valerie Mastolier <valerie@jdwcounsel.com>; guitar1nick@yahoo.com; Brenda Mills <brenda@jdwcounsel.com>; Nicholas Holbrook <holbrookconstructionllc@yahoo.com>; Jana Weltzin <jana@jdwcounsel.com>
Subject: Part one e of two RE: 15019 Incomplete Notice

Hello AMCO team – Attached you will find the following:

- Mj03 revised per your direction
- Revised diagram set
- Food permit – it looks like DHHS may have interpreted the D (as in 341-D Boniface) thought that D was a small b – we have reached out to them to confirm that the proper suite letter is

D.

Pls let us know if you need anything else to complete this application.

Thank you! Jana

From: Jana Weltzin <jana@jdwcounsel.com>
Sent: Monday, March 4, 2019 10:42 AM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: Josh Boots <joshbootsak@gmail.com>; Valerie Mastolier <valerie@jdwcounsel.com>; guitar1nick@yahoo.com; Brenda Mills <brenda@jdwcounsel.com>; Jana Weltzin <jana@jdwcounsel.com>; Nicholas Holbrook <holbrookconstructionllc@yahoo.com>
Subject: Part one of two RE: 15019 Incomplete Notice

Hello AMCO team – please see attached the following documents responding to your incomplete items on your Dec 12, 2019 letter:

-MJ01 revised per your direction.
-MJ08 updated to reflect proper notice to Northeast Community Council.

We will send the remainder of the documents addressing the incomplete items in the next email

Jana D. Weltzin, Esq.
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630-913-1113
*Licensed in Alaska and Arizona

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Thank you.

Think green, please don't print unnecessarily