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

February 19, 2019

Talkeetna Traditions LLC
DBA: Talkeetna Traditions LLC
Via email: traditions907@yahoo.com

Re: Limited Marijuana Cultivation Facility License #17816

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-00 Application Certifications**
  - Page 1, Section 1 – Establishment Information for both:
    - The Licensee must be listed as Talkeetna Traditions LLC to be consistent with the information you provided on your Online Application through MyAlaska.
    - The information that you have listed for the City and Zip Code is inconsistent with the information provided for the address when you initiated your application. Please verify the correct address.
  - Gregg Reiter and Judy Connor/Reiter have signed both copies of these forms. Please have each fill out and sign their own copy of Form MJ-00.
- **MJ-01 Operating Plan**
  - Page 1, Section 1 – Establishment & Contact Information:
    - The Licensee must be listed as Talkeetna Traditions LLC.
    - The city and zip code listed on this form are inconsistent with the information provided on your online application.
  - The responses that you provided on this form are very short. The responses that you provide on this form must outline your operating plan, as well as demonstrate that you have a good understanding of Alaska's statutes and regulations for marijuana establishment, but short responses are inadequate to demonstrate this understanding. Please keep this in mind when working on revised responses.
  - Page 2, Section 3.2:

        - Expand on your response to describe your processes for admitting visitors and your recordkeeping process. Include the ratio of visitors to licensees/employees that escort them.
    - Page 4, Section 3.5:
        - Expand on your description of the alarm system and the areas that are covered by it. In addition, re-review 3 AAC 306.715(e) and expand on your response to include at what point AMCO is contacted after an unauthorized breach has been alerted.
    - Page 5, Section 3.13:
        - Please re-review 3 AAC 306.710 and 3 AAC 306.720 and expand on your response regarding the placement of cameras.
    - Page 8, Section 8.1:
        - Expand on your response in this section.
- **MJ-02 Premises Diagram**
    - Page 1, Section 1 – Establishment Information:
        - The Licensee must be listed as Talkeetna Traditions LLC.
        - The city and zip code listed on this form are inconsistent with the information provided on your online application.
    - A licensed premises for a marijuana establishment must be contiguous, but it appears that your proposed premises includes a High Tunnel, detached conex, and a portion of an unattached garage, which makes your proposed premises non-contiguous. Ways to make this premises contiguous might include constructing a barrier around the three buildings and designating the enclosed area as the licensed premises, or constructing enclosed walkways/barriers between the three buildings (with these walkways designated as restricted access areas). Once your premises has been made contiguous, note the following for each of the required diagrams:
    - Diagram 1:
        - In color, outline and label the boundary of the Licensed Premises (and label it as such). Within that Licensed Premises and using a different color, outline and label the boundaries of your Restricted Access Areas.
            - Note that restrooms should not be designated as restricted access areas, as that would require them to be under surveillance.
        - The areas used for cultivation must be labeled on this diagram, and also the area used for marijuana storage.
        - Please clarify the dimensions of the licensed premises. Diagram #1A current includes the following measurements: 1" = 10' 30' and 1" = 10' 72'. What does this mean?
        - Diagram 1B appears to indicate that the conex will be used as a grow area (represented by an "X" symbol), but this grow area is not described in Section 4.1 of Form MJ-04. Is this accurate?
    - Diagram 2 and 3:
        - For your security, do not depict the locations of surveillance cameras on your diagrams.
    - Diagram 3 (Site Plan Lot D):
        - This diagram identifies High Tunnel 1 as part of the licensed premises, which is inconsistent with Diagram 1B which identifies High Tunnel 2 as part of the licensed premises. Please clarify which is accurate.
    - Diagram 4:
        - Include your Doing Business As (DBA) in the labeling of this diagram.
    - Diagram 5:
        - This diagram states that the conex will be used for seedlings as well as for packaging and drying, but has not been included in the areas under cultivation described in Section 4.1 of Form MJ-04. Furthermore, please include details of what different parts of the licensed premises will be used for on Diagram 1.

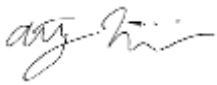
- **MJ-04 Cultivation Supplemental**
  - Page 1, Section 1 – Establishment Information:
    - The Licensee must be listed as Talkeetna Traditions LLC.
    - The city and zip code listed on this form are inconsistent with the information provided on your online application.
  - Page 2, Section 2.1:
    - Expand on your response to describe the flow of marijuana from harvest to transfer from the facility.
  - Page 2, Section 4.1:
    - Your response shows that you will have five hundred (500) square feet under cultivation. Note that 3 AAC 306.410(1) requires that a Limited Marijuana Cultivation Facility have **fewer than** five hundred square feet under cultivation.
    - You state on Diagram #5 of Form MJ-02 Premises Diagram that a conex on the property will be used for starting seedlings, but this area is not included in the calculated area under cultivation. Please see 3 AAC 306.990(37) for a definition for the area under cultivation.
  - Page 4, Section 4.4:
    - Please describe the solid 6' fence surrounding the property in more detail.
  - Page 4, Section 4.6:
    - Refer to the DEC list of allowable pesticides and provide the complete product name and EPA registration number of the pest control products you are proposing to use.
  - Page 4, Section 4.7:
    - If you will be using specific brands of nutrients, list the brands in this section. Also specify whether or not CO_2 will be used during cultivation.
  - Page 5, Section 5.2:
    - Re-review the requirements of waste disposal under 3 AAC 306.740. If you are requesting board consideration of a different waste disposal method (as allowed by 3 AAC 306.740(d)), please specify so in your response.
  - Page 5, Section 7.3:
    - Your response is too short. Re-review the requirements under 3 AAC 306.455 and 3 AAC 306.465, and expand on your response.
  - Page 6, Section 8.2:
    - A sample label is required to show how your facility will meet the labeling requirements under 3 AAC 306.475 for marijuana packaged in wholesale packages.
- **MJ-07 Public Notice Posting Affidavit**
  - Section 1 – Establishment Information:
    - The Licensee must be listed as Talkeetna Traditions LLC.
    - The city and zip code listed on this form are inconsistent with the information provided on your online application.
- **MJ-08 Local Government Notice Affidavit**
  - Section 1 – Establishment Information:
    - The Licensee must be listed as Talkeetna Traditions LLC.
    - The city and zip code listed on this form are inconsistent with the information provided on your online application.
  - When the application was initiated, it was stated that this proposed premises is within the jurisdiction of the Talkeetna Community Council, but this form lists the Susitna Community Council. Please verify which Community Council your premises is under the jurisdiction of.
- **Publisher's Affidavit**
  - An affidavit from the publisher of your newspaper advertisements was not provided.
- **MJ-09 Statement of Financial Interest**

- Page 1, Section 1 – Establishment Information:
    - The Licensee must be listed as Talkeetna Traditions LLC.
    - The city and zip code listed on this form are inconsistent with the information provided on your online application.
- Gregg Reiter and Judy Connor/Reiter have signed both copies of these forms. Please have each fill out and sign their own copy of Form MJ-09.

- **Proof of Possession for Proposed Premises**
    - The lease provided is inadequate to show that Talkeetna Traditions LLC has right to possession of the proposed premises. The lease provided does not specify a landlord and tenant, include the physical address of the property being leased. In additional, a lease must be legally binding and include the following:
        - Acknowledgement from the landlord/lessor that the premises will be used as a marijuana establishment.
        - A disclaimer that the landlord/lessor will not take possession of or remove marijuana from the premises, and that AMCO will be contacted in the event that this is necessary (typically under the "Default" section of the lease).
    - If you need assistance with drafting a lease, you are strongly encouraged to seek professional advice, such as from an attorney.
- **Entity Documents**
    - A copy of Talkeetna Traditions LLC's Operating Agreement must be provided.
- **Miscellaneous**
    - According to the information provided to the Alaska Division of Corporations, Business and Professional Licensing (CBPL), the only Member of Talkeetna Traditions LLC is Gregg Reiter, with 50% ownership interest. Who holds the remaining 50% ownership interest?
    - Judy's last name is consistently listed as Connor in some databases and Reiter in others. Is a copy of a marriage certificate available?

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:	traditions907@yahoo.com
Cc:	Marijuana Licensing (CED sponsored)
Subject:	Incomplete Application - Talkeetna Traditions LLC License #17816
Date:	Tuesday, February 19, 2019 12:20:41 PM
Attachments:	17816 Incomplete Notice.pdf image001.png

Good afternoon,

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: Judy Reiter
Cc: Marijuana Licensing (CED sponsored)
Subject: Incomplete Application - Talkeetna Traditions LLC License #17816
Date: Monday, May 13, 2019 12:31:00 PM
Attachments: image001.png

Good afternoon,

The corrections for your marijuana establishment were forwarded to us from amco.regs@alaska.gov. In order to ensure that your corrections are routed to the appropriate inbox, send all questions regarding your application to marijuana.licensing@alaska.gov.

I reviewed your corrections and see that many issues have been addressed, but there are some more items requiring revision before your application can be deemed complete. Note that the deadline to submit corrections for this application is **Monday, May 20, 2019**. The following corrections are still pending:

- **Form MJ-00 Application Certifications**
  - Page 3, Section 4 – Certifications for both:
    - Please read all statements on this page and sign initials next to any applicable statements. There is a statement requiring certification that has been left blank.
- **Form MJ-01 Operating Plan**
  - Page 5, Section 3.13:
    - Please remove the sentences regarding the number of visitors at the establishment.
  - Page 5, Section 3.14:
    - For clarity, please correct the spelling of "safe" near the end of the first sentence.
- **Form MJ-02 Premises Diagram**
  - Diagram 3:
    - Your other diagrams and application forms include the conex as part of your licensed premises, but this diagram doesn't include the conex in the licensed premises labeling. Please correct.
- **Form MJ-04 Cultivation Supplemental**
  - Page 4, Section 4.8:
    - For clarity, please specify in your response that the second high tunnel is not a part of the licensed premises for this marijuana establishment.
  - Page 4, Section 5.2:
    - As a reminder, 3 AAC 306.740 requires you to give AMCO notice three days before marijuana waste is rendered unusable (and then disposed of), but the sequence is unclear in your response. Please revise. Additionally, please include details regarding any materials that will be mixed with ground marijuana to render it unusable (also include the ratio of marijuana waste to other materials).
  - Page 6, Section 8.1:
    - Your sample label appears to contain the necessary information, but is blurry and difficult to read. Is a better image of the label available?
- **Proof of Possession for Proposed Premises (POPPP)**
  - A lease must contain a disclaimer that the landlord or lessor will not take possession of marijuana or marijuana products in the event that the licensee loses right to the premises and will contact AMCO for guidance. The disclaimer present states that the owner will not take possession of marijuana until AMCO is contacted and all marijuana has been rendered unusable, which is inadequate to meet this

requirement.

- **Entity Documents**
  - A copy of Talkeetna Traditions LLC's Operating Agreement was not provided. A page was submitted from the Division of Corporations, Business and Professional Licensing stating that CBPL does not require an operating agreement to be filed with their office, but your LLC Operating Agreement must be provided with your marijuana establishment application per the terms of 3 AAC 306.025(b)(3)(B).

Let me know if you have any questions or need copies of any documents.

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