CORRESPONDENCE

THE STATE of ALASKA
GOVERNOR MIKE 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

March 26, 2020

Houston Refinery, LLC
DBA: Houston Refinery
Via email: tonykuse.tk@gmail.com

Re: Standard Marijuana Cultivation Facility License #22396

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-04 Cultivation Supplemental**
  - Page 2, Section 4.1:
    - Please provide more details on how the area under cultivation in the basement was determined. This section states that there will be 928 square feet under cultivation, but the MJ-02 diagrams, the basement is 889 square feet.
  - Page 3, Section 4.7:
    - In this section, please indicate whether or not the cultivation will utilize carbon dioxide management.
  - Page 6:
    - Print the name of the licensee who signed this form.
- **Publisher's Affidavit**
  - The advertisements must be completed within ninety days of submitting all application documents and items to enter your application into the review queue. Because more than ninety days passed, it will be necessary to re-advertise one a week for three consecutive weeks. Afterward, please provide a new affidavit from the publisher along with a copy of the advertisement.
- **Applicant's Alaska Residency**
  - I am not able to verify Alaska residency at this time. If you have documents that confirm 2020 Permanent Fund Dividend eligibility for Debra and Tony Kuse, please submit them, or let us know if they have not and do not intend to apply.

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,
Glen Klinkhart, Interim Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	Tony Kuse
Cc:	Marijuana Licensing (CED sponsored); Jana Weltzin; Brenda Mills; Legal Counsel
Subject:	Incomplete Application - Houston Refinery #22396
Date:	Thursday, March 26, 2020 8:28:02 AM
Attachments:	22396 Incomplete Notice.pdf image001.png

Good morning,

I have reviewed your application for a marijuana establishment, but at this time your application 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 notice. If the submitted corrections for your application are inadequate to deem your application complete, or your application is still incomplete after ninety (90) days from the date of this notice, your application will be returned to you in accordance with 3 AAC 306.025(e)(1) and 3 AAC 306.025(f). Should you wish to continue pursuing licensure, it would be necessary to file a new application and pay new fees.

Ninety-day Due Date: 6/24/2020

Let us know if you require copies of any submitted documents, and feel free to call or email if you need clarification on any items in the Incomplete Notice. Correspondence should be sent 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:	Brenda Mills; Tony Kuse
Cc:	Marijuana Licensing (CED sponsored); Jana Weltzin; Legal Counsel
Subject:	RE: Houston Refinery, LLC DBA Houston Refinery License #22396 Incomplete
Date:	Thursday, April 2, 2020 8:10:03 AM
Attachments:	image001.png

Good morning,

Received, and I have finished reviewing these documents. The Publisher's Affidavit appears to be in order, as do most of the sections on MJ-04. However, more details will be needed in Section 4.1 of MJ-04. How was the 889 square feet under cultivation calculated? The dimensions listed are 32' x 32', but that doesn't equal 889 square feet.

Sincerely,

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

From: Brenda Mills [mailto:brenda@jdwcounsel.com]
Sent: Wednesday, April 1, 2020 2:27 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: Tony Kuse <tonykuse.tk@gmail.com>; Jana Weltzin <jana@jdwcounsel.com>; Legal Counsel <legal@jdwcounsel.com>
Subject: Houston Refinery, LLC DBA Houston Refinery License #22396 Incomplete

Good Afternoon AMCO,

Please find the attached JDW Response Letter, Affidavit of Publication and MJ-04.

Please confirm receipt of this email submission and all three of its attachments.

Let us know if there is anything else required to deem this application complete.

Thank you and have a safe and wonderful day!

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*** Please REPLY ALL when responding to this Email***

Brenda Mills
JDW, LLC
Paralegal
& Accounts Payable/Receivable
901 Photo Ave
Anchorage, Alaska 99503
907-231-3750
brenda@jdwcounsel.com
info@jdwcounsel.com

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Think green, please don't print unnecessarily

From:	Marijuana Licensing (CED sponsored)
To:	Tony Kuse
Cc:	Marijuana Licensing (CED sponsored); Jana Weltzin; Brenda Mills; Legal Counsel
Subject:	Houston Refinery, #22396 - Error in Address to Correct
Date:	Thursday, April 16, 2020 8:57:06 AM
Attachments:	RE New - LG Notice - Standard Marijuana Cultivation - Houston Refinery #22396.msg image001.png

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Good morning,

AMCO received correspondence from the City of Houston afternoon regarding this application, informing us that the city and zip code provided on your application is incorrect. Your application lists Big Lake, 99623, but the City notified us that the correct city and zip code for this address is Houston, 99694. A copy of the email is attached for reference. I will need to rescind deeming your application complete and have reverted your application back to New status so that you can correct the application and receive a new Public Notice and Advertisement Template. Corrections will be needed on the following application items:

- Online Application in MyAlaska
- Form MJ-00
- Form MJ-01
- Form MJ-02
- Form MJ-04
- Form MJ-07 (you will need to re-post the public notice for just **five days**)
- Form MJ-08
- Form MJ-09
- Publisher's Affidavit (re-advertise one time using the new Advertisement Template)
- Lease

Once I have received corrected documents, I will be able to deem this application complete again. Let me know if you have any questions.

Sincerely,

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

From: Marijuana Licensing (CED sponsored)
Sent: Monday, April 6, 2020 1:17 PM
To: Tony Kuse <tonykuse.tk@gmail.com>
Cc: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>; Jana Weltzin

<jana@jdwcounsel.com>; Brenda Mills <brenda@jdwcounsel.com>; Legal Counsel <legal@jdwcounsel.com>
Subject: Complete Application - Houston Refinery, #22396

Good afternoon,

I have received and reviewed the corrections for your marijuana establishment application, and your application has been determined to be complete for the purposes of 3 AAC 306.035(c). Please see attached for correspondence regarding your application. If you have any questions, direct all correspondence 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:	Brenda Mills
Cc:	Marijuana Licensing (CED sponsored); Tony Kuse; Jana Weltzin; Legal Counsel
Subject:	RE: Houston Refinery, #22396 - Error in Address to Correct
Date:	Thursday, April 23, 2020 8:41:14 AM
Attachments:	image001.png

Good morning Brenda,

Thank you, these all look to be nearly complete. There is one thing I noticed that I missed during the last review – on page 2 of Form MJ-02, can you have Tony Kuse print his name at the bottom of the page? I don't need the whole MJ-02 back, just the page with the printed name of the licensee.

Sincerely,

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

From: Brenda Mills [mailto:brenda@jdwcounsel.com]
Sent: Wednesday, April 22, 2020 3:47 PM
To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Cc: Tony Kuse <tonykuse.tk@gmail.com>; Jana Weltzin <jana@jdwcounsel.com>; Legal Counsel <legal@jdwcounsel.com>
Subject: Re: Houston Refinery, #22396 - Error in Address to Correct

Good Afternoon AMCO,

Please find the attached Affidavit of Publication, MJ-00's, MJ-01, MJ-02, MJ-04, MJ-07, MJ-08, MJ-09's, POPPP and sublease with the updated address.
The online application is complete as well.

Thank you!

On Thu, Apr 16, 2020 at 8:57 AM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

> Good morning,
>
> AMCO received correspondence from the City of Houston afternoon regarding this application, informing us that the city and zip code provided on your application is incorrect. Your application

lists Big Lake, 99623, but the City notified us that the correct city and zip code for this address is Houston, 99694. A copy of the email is attached for reference. I will need to rescind deeming your application complete and have reverted your application back to New status so that you can correct the application and receive a new Public Notice and Advertisement Template. Corrections will be needed on the following application items:

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Sincerely,

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

From: Marijuana Licensing (CED sponsored)
Sent: Monday, April 6, 2020 1:17 PM
To: Tony Kuse <tonykuse.tk@gmail.com>
Cc: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>; Jana Weltzin <jana@jdwcounsel.com>; Brenda Mills <brenda@jdwcounsel.com>; Legal Counsel <legal@jdwcounsel.com>
Subject: Complete Application - Houston Refinery, #22396

Good afternoon,

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direct all correspondence to marijuana.licensing@alaska.gov.

Sincerely,

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

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*** Please REPLY ALL when responding to this Email***

Brenda Mills
JDW, LLC
Paralegal
& Accounts Payable/Receivable
901 Photo Ave
Anchorage, Alaska 99503
907-231-3750
brenda@jdwcounsel.com
info@jdwcounsel.com

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