MJ-14 attached in case it is needed as reference

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-14: Licensed Premises Diagram Change

What is this form?

This licensed premises diagram change form is required for all marijuana establishment licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises.
The required $250 change fee may be made by check, cashier's check, or money order.

This form must be completed and submitted to AMCO's main office prior to altering the existing floor plan, and along with an initiated application for an Onsite Consumption Endorsement if applicable. The licensed premises may not be altered unless and until the application has been approved by the board.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	SFA LLC	**MJ License #:**	10922		
License Type:	Limited Marijuana Cultivation Facility				
Doing Business As:	Sparkle Farms Alaska				
Premises Address:	218 Kelly Drive				
City:	Ketchikan	**State:**	Alaska	**ZIP:**	99901

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices.

The following details must be included:

- ☐ **License number and DBA**
- ☐ **Legend or key**
- ☐ **Color coding**
- ☐ **Dimensions**
- ☐ **Labels**
- ☐ **True north arrow**
- ☐ **Surveillance room**
- ☐ **Licensed premises boundary**
- ☐ **Restricted access areas**
- ☐ **Storage areas**
- ☐ **Entrances, exits, and windows**
- ☐ **Walls, partitions, and counters**
- ☐ **Any other areas that must be labeled for specific license types**
- ☐ **Serving area****
- ☐ **Employee monitoring area****
- ☐ **Ventilation exhaust points, if applicable****

Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are submitting the MJ-14 form in conjunction with an onsite consumption endorsement application.

AMCO Received 4/29/2020

Form MJ-14: Licensed Premises Diagram Change

Section 3 – Summary of Changes

Provide a summary of the changes for which you are requesting approval.

We ask for the board's approval to utilize the unused portion of 500 ft sq area under cultivation with the addition of 256 ft sq of indoor beds for more efficient cultivation. We removed the unproductive side beds in our outdoor tents and new arrangement of beds total area under cultivation will be about 450.

Section 4 – Declarations

Read each statement below, and then sign your initials in the corresponding box to the right [if applicable]:

Initials

If a local building permit is required, I have attached a copy of it to this form.

The proposed changes conform to all applicable public health, fire, and safety laws.

I have included a title, lease or other documentation showing sole right of possession to the additional area(s) if the additional area(s) are not already part of my approved licensed premises.

As a marijuana establishment licensee, I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Notary Public
S.L. YUNKER
State of Alaska
My Commission Expires July 7, 2023

Signature of licensee

Christopher J Wilhelm

Printed name of licensee

Notary Public in and for the State of Alaska.

My commission expires: July 7, 2023

Subscribed and sworn to before me this 22 day of April, 2020.

AMCO Received 4/29/2020

Received 6/8/2020

Form MJ-14: Licensed Premises Diagram Change

Section 5 – Approvals

Local Government Review is required to be completed before submission to the Alcohol and Marijuana Control Office.

Local Government Review (to be completed by an appropriate local government official):	Yes	No	Pending
The proposed changes shown on this form conform to all local restrictions and laws.	X		
A local building permit is required for the proposed changes.	X		

Signature of local government official

10554
Building Permit #

4/27/2020
Date

Jonathan Lappin, AICP
Printed name of local government official

Associate Planner
Title

Section 6 – AMCO Review

AMCO Review:

		Approved	Disapproved
Signature of AMCO Enforcement Supervisor	Signature of Director	☒	☐
James Hoelscher 6/23/2020	Glen Klinkhart	6/25/2020	
Printed name of AMCO Enforcement Supervisor	Printed name of Director	Date	

AMCO Comments:

AMCO Received 4/29/2020

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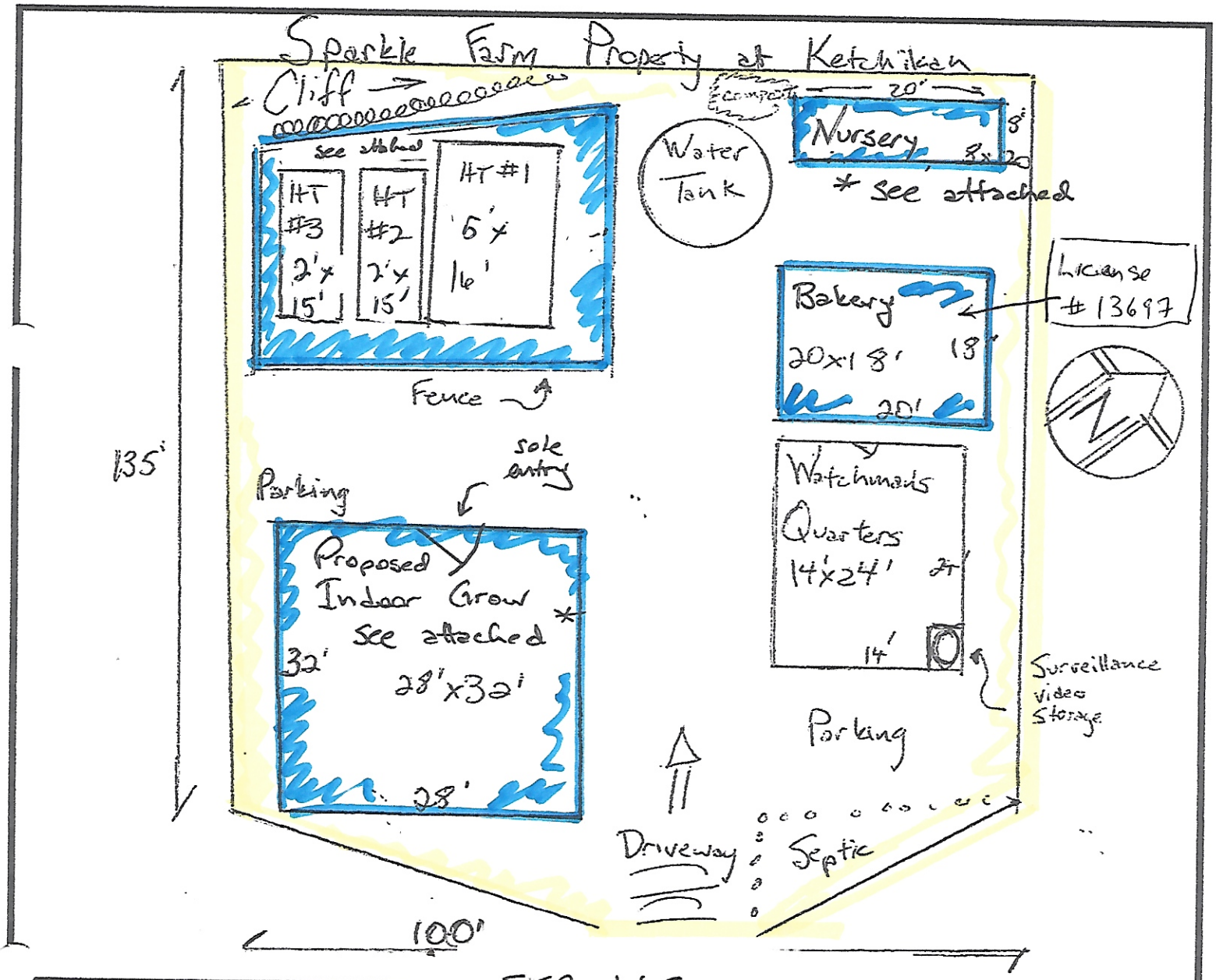
Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access areas, and storage areas. Include dimensions in your drawing. Use additional copies of this form or attached additional documents as needed.



SFA LLC
dba Sparkle Farms Alaska
10922

200 ft²

[Form MJ-02] (rev 06/20/2016)

licensed premises

restricted access

AMCO Received 4/29/2020

Alcohol and Marijuana Control Office
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Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

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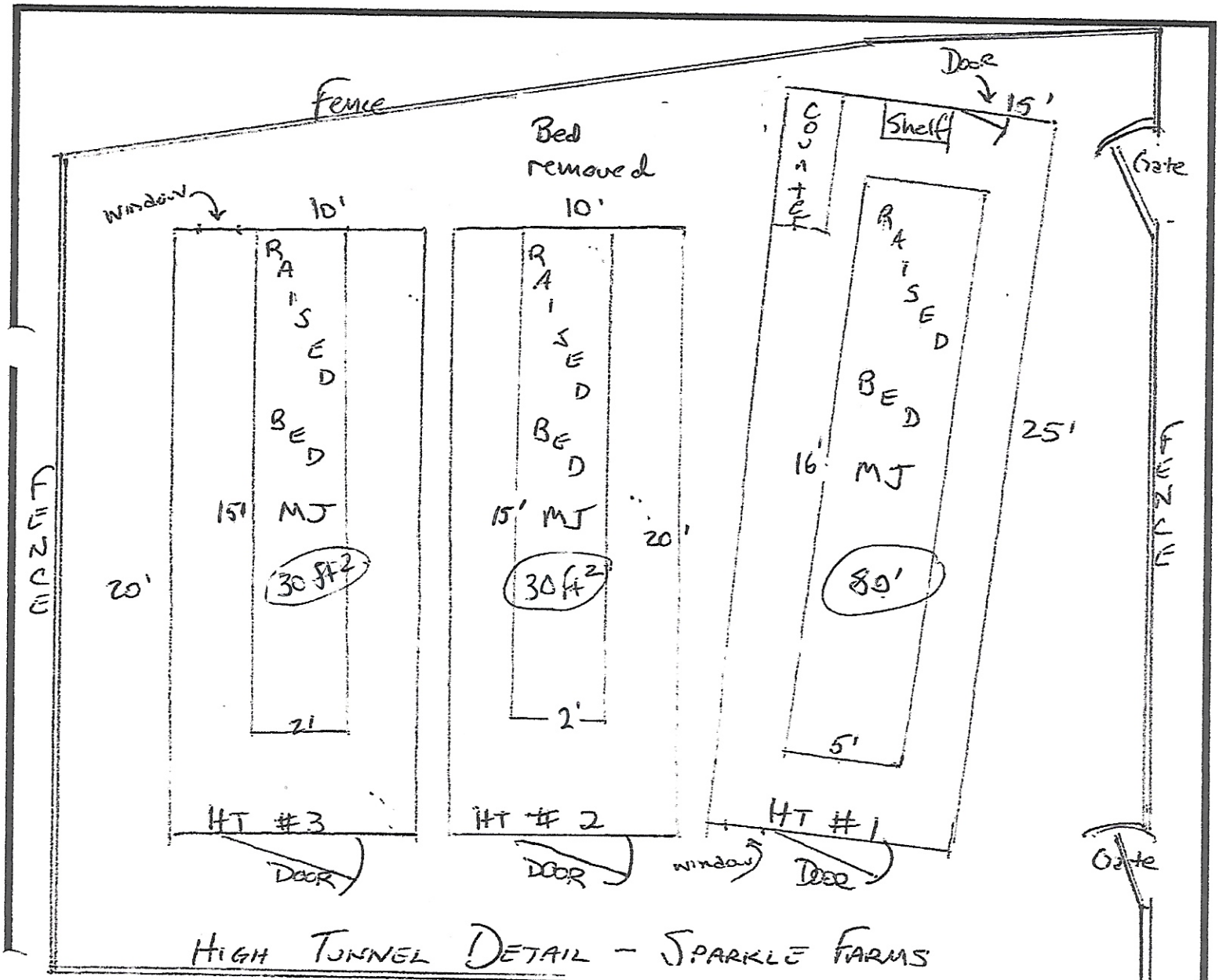


HIGH TUNNEL DETAIL – SPARKLE FARMS

SFA LLC
dba Sparkle Farms Alaska
10922

AMCO Received 4/29/2020
Received 6/8/2020

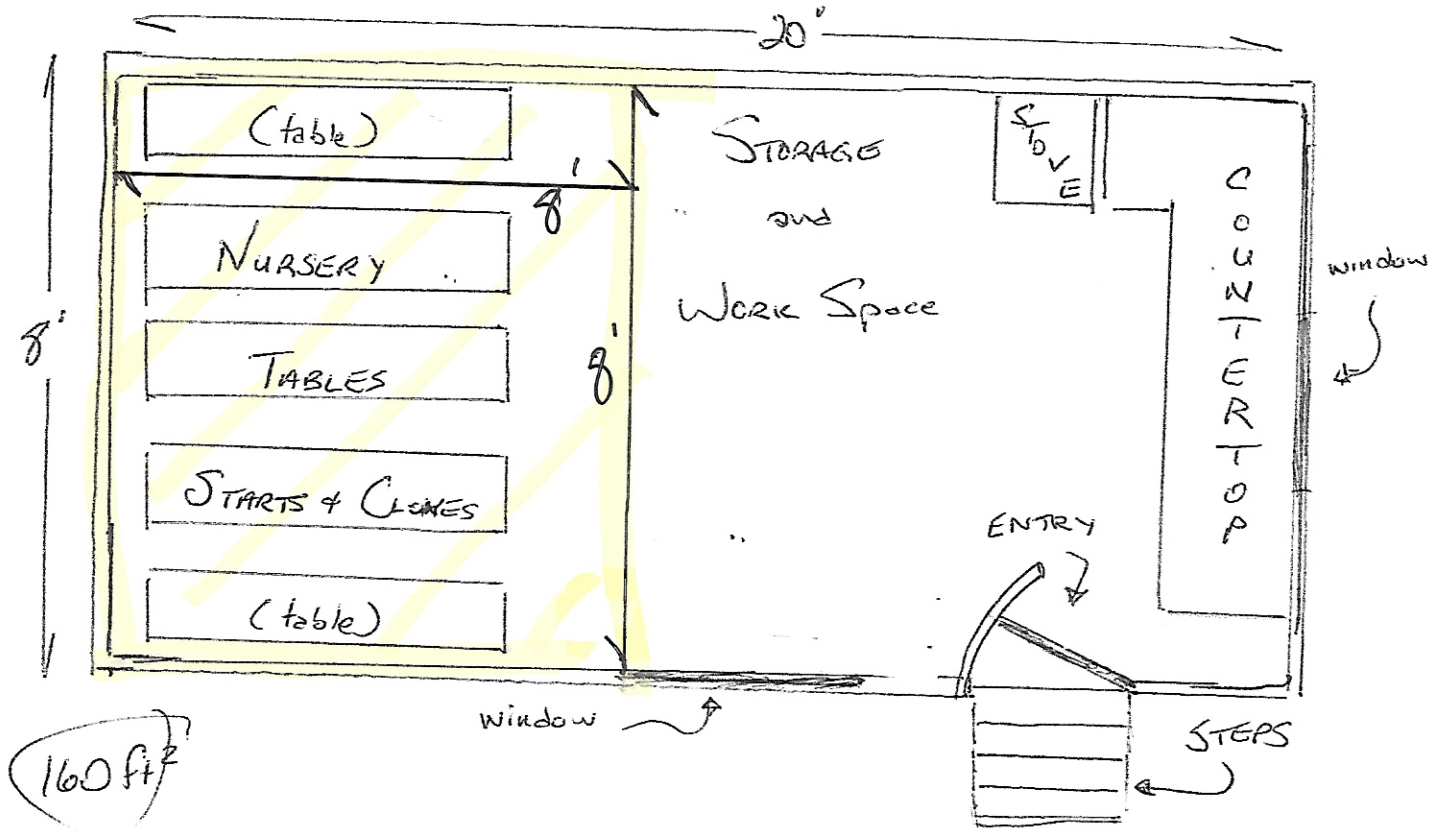
Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances, walls, partitions, counters, windows, areas of ingress and egress, restricted access areas, and storage areas. Include dimensions in your drawing. Use additional copies of this form or attached additional documents as needed.

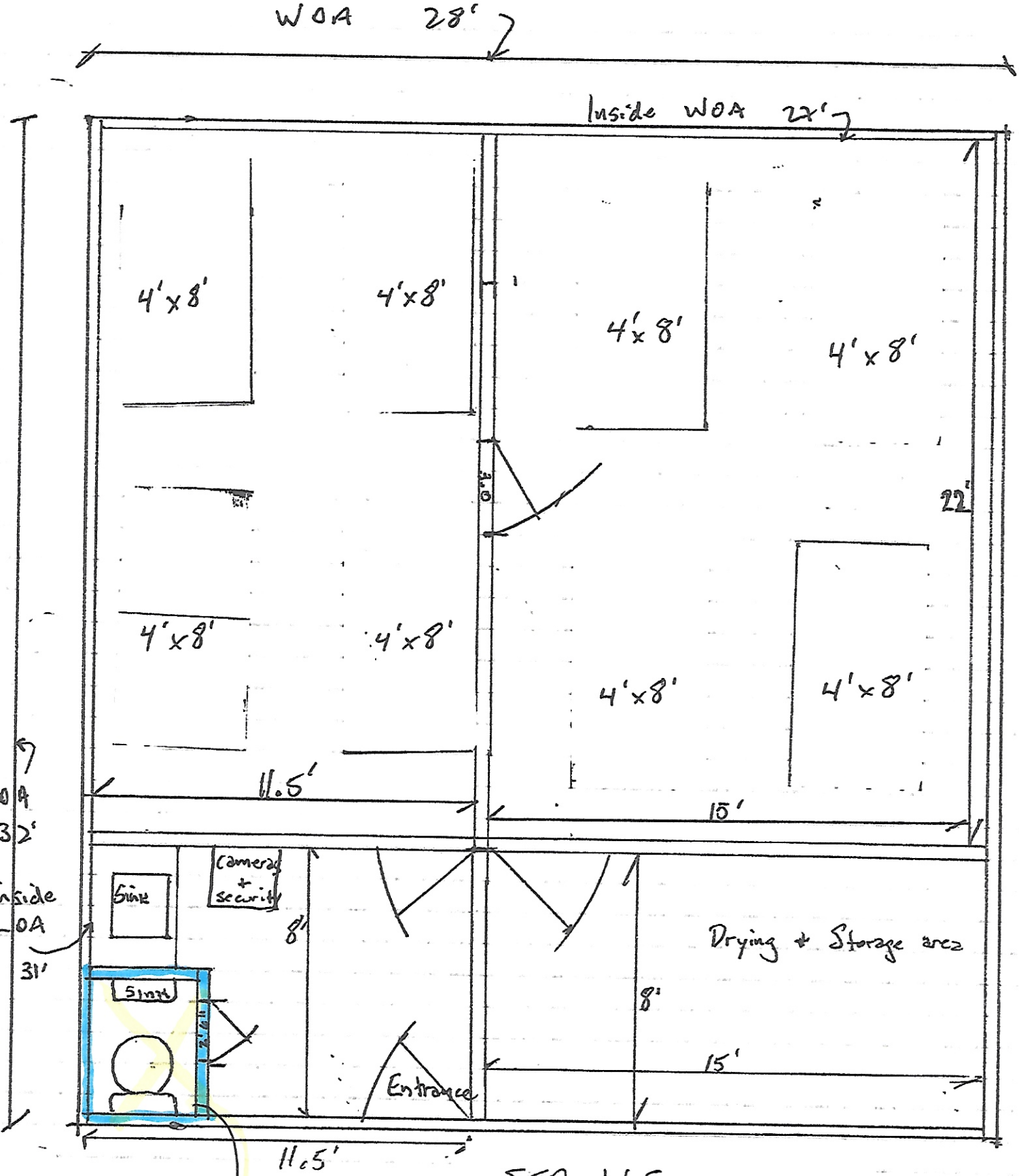


Nursery - Interior Detail

Sparkle Farm - Ketchikan

SFA LLC
dba Sparkle Farms Alaska
10922

AMCO Received 4/29/2020

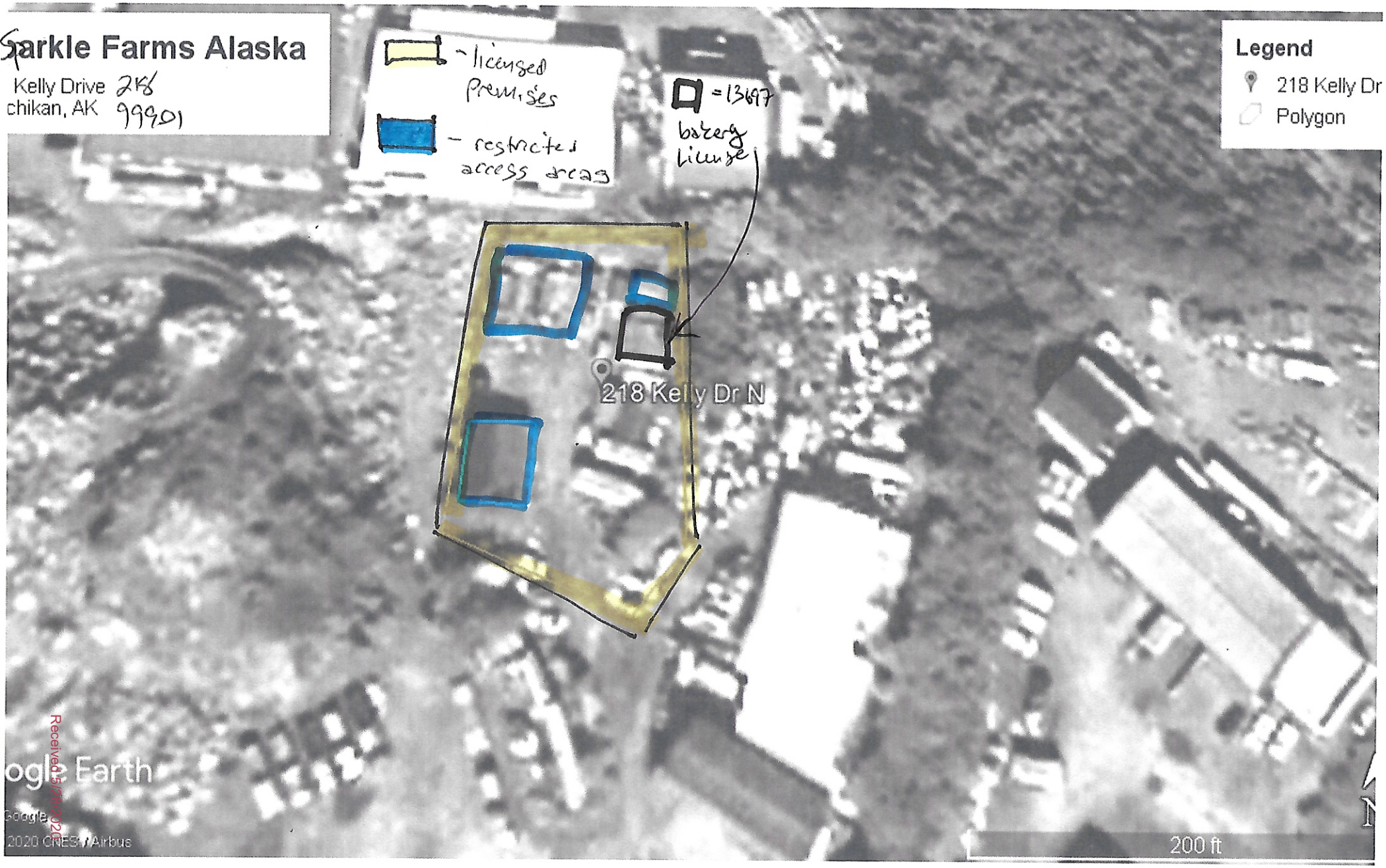


Detail of barn improvements

SFA LLC
dba Sparkle Farms Alaska
10922

Bathroom not restricted

AMCO Received 4/29/2020
Received 04/29/2020



Received 5/20/2020

Ketchikan Gateway Borough

1900 First Ave. STE 126, Ketchikan, Alaska 99901 907.228.6610 office : 907.228.6698 fax

Owner Authorization

Date Received

Project Name

I certify that I am the legal owner or otherwise authorized to sign on behalf of the legal owner. I certify that I have read and understand the information contained within the submitted application and the application is true and correct to the best of my knowledge. I authorize the Borough the limited right of entry to the subject property for the purpose of conducting investigations related to the application. I understand that knowingly providing false information on this application may result in any action taken hereon being declared null and void. I further understand that pursuant to AS 11.56.210, knowingly making a material false statement, or otherwise providing false information, with the intent to mislead a public servant in the performance of his/her duty is punishable as a Class A misdemeanor.*

Application Type Zoning Permit

Primary Owner: ☒ *check if primary contact*

Name: Christopher Wilhelm

Signature:

Company: SFA LLC

Primary Phone: 9076171461

E-mail: sparklefarmsalaska@gmail.com

Secondary Owner: ☐ *check if primary contact*

Name: Tia Wilhelm

Signature:

Company: SFA LLC

Primary Phone: 9076171693

E-mail: sparklefarmsalaska@gmail.com

APPLICANT CONTACT INFORMATION ☒ *check if primary contact*

☐ Contract Purchaser* ☐ Authorized Agent* ☒ Person with Demonstrated Possessory Interest in the Property*

Name: Christopher Wilhelm

Signature:

Company and/or Title: SFA LLC Owner/member

Mailing Address: 218 Kelly Drive

City: Ketchikan

State: AK

Zip: 99901

Primary Phone: 9076171461

E-mail: ketchikanwilhelm@yahoo.com

* I understand that I must provide the appropriate documentation to prove that I am a contract purchaser / authorized agent / person with demonstrated possessory interest in the subject property. Planning staff may photocopy the document to accompany the application.

STAFF USE ONLY: Staff verification of necessary documentation. Staff, initial and indicate document verified. ☐ Copy Retained

AMCO Received 4/29/2020

KETCHIKAN GATEWAY BOROUGH

1900 First Avenue, Suite 126, Ketchikan, Alaska 99901
● telephone: (907) 228-6610 ● fax (907) 228-6698
Department of Planning and Community Development

April 27, 2020

Christopher and Tia Wilhelm
P.O. Box 9463
Ketchikan, AK 99901

Dear Mr. and Mrs. Wilhelm,

Please find enclosed Zoning Permit 10554 to convert an existing parking building into a marijuana cultivation facility.

The enclosed permit has been granted subject to certain conditions, which are listed on the face of Zoning Permit 9629 which you should already have a copy of. If you have any questions about the conditions, I will be happy to assist you.

If you have any questions please do not hesitate to contact me.

Sincerely,

Jonathan Lappin, AICP
Associate Planner

Enclosure.

AMCO Received 4/29/2020

ZONING PERMIT

The Ketchikan Gateway Borough Planning and Community Development Department hereby issues, on 4/27/2020

WILHELM CHRISTOPHER J & TIA A

KELLY DR 218

Zoning Permit 10554, for

Convert exising parking shelter into a marijuana cultivation facility.

with the following conditions:

As contained in Zoning Permit 9629.

on the property identified as Assessor's Parcel Number: 31-3310-023-000

Zoning Official _____

This Zoning Permit expires 4/27/2022, unless the new use begins or the actual construction is started and diligently continued to completion. Where unusual circumstances may prevent compliance with the time requirement for start of construction the applicant may file in writing prior to the expiration date a request to extend the time for required start of construction an additional six (6) months. Excavation is not considered construction. (KGB code Section 60.10.105)

This Zoning Permit authorizes the above named for the construction / use as identified with the conditions mentioned on the property identified. This Zoning Permit does not preclude the applicant or owner from complying with all other applicable local, state, and/or federal laws or regulations.

The applicant will post this permit on the property identified or be able to reproduce it upon request.

AMCO Received 4/29/2020

604665
Customer Number

10554
Permit Number

Ketchikan Gateway Borough

Permit Application

2020-04-27

Jonathan Lappin
Approved By

☐ NEW ELECTRIC METER

Applicant Information

Owner	WILHELM CHRISTOPHER J & TIA A	**Second Owner**	
Mailing Address	PO BOX 9463; KETCHIKAN AK; 99901		
Applicant	WILHELM CHRISTOPHER J & TIA A	**Relationship**	Self
Phone Number		**Work Number**	617-1461
Preferred Contact	Christopher Wilhel		
Email Address	sparklefarmsalaska@gmail.com	☐ **Contact By Email Preferred**	

Existing Property Information

Property Address	KELLY DR 218	**Zoning**	IH
Deed Description	LOT 6, GROUP 4, A SUBDIVISION OF A PORTION OF U.S. SURVEY 1862, ACCORDING TO THE PLAT THEREOF FILED AS PLAT NO. 99-10, KETCHIKAN RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.		
Lot		Block	
Survev			
Assessor's Parcel Number	313310023000	Plat Number	99-10

Proposed Project Information

Permit Expires 2022-04-27

Land Use Description	Convert exising parking shelter into a marijuana cultivation facility.	**TOTAL PARKING SPACES PROVIDED**
Conditions	As contained in Zoning Permit 9629.	

☐ **ZPNR**
☐ **ZONING PERMIT: NEW BUILDING**
☑ **ZONING PERMIT: NEW USE ONLY**
☐ **ZONING PERMIT: MOBILE BUILDING**
☐ **CORRESPONDENCE**
☐ **TEMPORARY ZONING PERMIT**
☐ **SIGN PERMIT**

THE BELOW APPLICATION(S) ARE REQUIRED:

☐ **CITY BUILDING PERMIT**
☐ **ADEC APPROVAL**
☐ **ADOT DRIVEWAY PERMIT**
☐ KGB UTILITY HOOKUP
- ☐ WATER
- ☐ SEWER
- ☐ SDC FEE

AMCO Received 4/29/2020

Revised: 7/19/2012

Ketchikan Gateway Borough

1900 First Ave. STE 126, Ketchikan, Alaska 99901 907.228.6610 office : 907.228.6698 fax

ZONING PERMIT APPLICATION

Date Received: 4/27/2020

Application Complete:

TO BE COMPLETED BY PLANNING STAFF

Customer Number: 604665

Parcel Number: 31-3310-023-000

Permit Number: 10554

Zoning District: IH

Overlay Zone:

New Address being assigned:

Staff Notes:

Approved by: (Zoning Official) Date: 4/27/2020

TO BE COMPLETED BY THE APPLICANT
(PLEASE PRINT OR TYPE)

Applicant Name: Christopher Wilhelm

Project Name: Agricultural Relocation indoors

Contact Number: 9076171461

For the property located at:

218 Kelly Drive Ketchikan, AK

Existing use(s) of the Property:
Briefly describe/list the existing use(s) and/or structures

,The 28x32' pole barn is currently used for vehicle storage

Proposed project and/or use(s) of the property:
Briefly describe the requested use and/or project

We request to dry in, sheet, electrify and heat the existing pole barn to use for indoor agricultural production as a marijuana grow.

Total number of off street parking spaces: 10

Total square feet of building(s) foot prints: 896

Septic system: On-Site

Water system: Cistern

Application Checklist

- ☐ Complete Site Plan
- ☐ Elevation of Structures
- ☐ Owner/Applicant Authorization Form
- ☐ Installation of Driveway ◯ Yes ◯ No

AMCO Received 4/29/2020

ZONING PERMIT APPLICATION (continued)

Fill in the applicable sections below for the proposed and existing uses listed on page 1.	
RESIDENTIAL USES	
Total Number of Dwelling Units	0
Total Number of Bedrooms	
COMMERCIAL USES	
Total Number of Sleeping Rooms	0
Square Feet of Gross Floor Area	896
Number of Permanent Seats or Total Occupancy (Assembly Halls, Churches, etc.)	0
Number of Employees*	0
Square Feet of Office Space	96
Square Feet of Display Space	0
Number of Company Vehicles**	0
Square Feet of Sales Floor Area	0

* Specify if employees include teachers, instructors, nurses, students, interns, or doctors.
** Company vehicles includes trailers, taxis, or truck trailers.
~ Specify if your use includes billiards, hair cutting chairs, automotive racks or bays

Applicant Consent

I understand that for new construction or the expansion of the building footprint of an existing building, an inspection of the foundation forms must be conducted to insure that the building is located outside of the setback requirements prior to the pouring of the foundation. I understand than I am responsible for scheduling an inspection with Planning staff once the foundation forms are constructed. Prior to the inspection I am required to identify the boundary markers and/or property lines for the inspection. If the boundary markers and/or property lines are not identified and staff is unable to determine the location of markers or lines, I may be required to provide a survey by a professional surveyor to verify the foundation forms are located in compliance with the setback standards.

Upon completion of the construction, I understand that I must submit an As-Built Survey produced by a licensed surveyor to insure the construction is in accordance with the submitted site plan and initial inspection.

I agree to abide by the terms and/or conditions of this permit and understand that any changes to the plans will require notification to the Planning Department before construction commences.

_____
Initial

Please be advised that the issuance of a Zoning Permit does not preclude the applicant's responsibility to comply with all other applicable local, State and/or Federal laws or regulations.

Inspections will be scheduled for Wednesdays and Thursdays, based on staff availability. As-built Surveys required by financial institutions may be provided in lieu of a final inspection by staff.

A Zoning Permit for a structure ***expires two years after the date it is issued*** unless the actual construction is started and diligently continues to completion. When unusual circumstances prevent compliance with the time requirement, the applicant may submit a renewal request to the Borough asking to extend the permit -- provided the request is filed prior to the expiration of the said two years. Excavation is not considered construction.

Permit Appeal Procedures: A decision of the zoning official may be appealed to the Ketchikan Gateway Borough Planning Commission. An appeal must be filed in writing with the Planning Department within ten (10) days of the decision, in accordance with the procedures outlined in Section 18.05.080 and Chapter 18.155 of the Ketchikan Gateway Borough Code. Please contact the Planning Department for additional information by writing to 1900 First Ave, STE 126 Ketchikan, AK 99901 or by phone at 907-228-6610 or e-mail at planning@kgbak.us.

AMCO Received 4/29/2020