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

December 2, 2020

Liberty ER LLC
DBA: Green Degree's Cannabis Bar
Via email:

Re: Retail Marijuana Store License #25169

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.

- **POPPP- Lease**
  - Lease shows address as 2435 Spenard Road
    - Our records and your application show the address as 2421 Spenard Road
      - Correct the lease to show the right address
  - Need copy of prime lease
    - Must show address and have all signatures
  - Lease needs to be signed by landlord, tenant and sub tenant
  - Your lease must also include:
    - A disclaimer that the landlord may not take possession of any marijuana or marijuana product, and that AMCO will be contacted if this is necessary.

- **Mj-01 Operating Plan**
  - 3.6
    - Will AMCO and/or local authorities be informed of a diversion?
      - If so, add to narrative and explain procedure for doing so
  - 3.7
    - If the individual who is trespassing refuses to leave, will local authorities be called
      - If so, add to narrative and explain procedure for doing so
  - 4.2

        - Address backup of records and length of storage onsite.
    - 8.1
        - Transporter must have a current MJ handler card
            - Address in narrative
        - Are you using METRC?
            - If so, address the procedure for transportation
        - Are you using a manifest to transport the marijuana?
            - If so, address the procedure, in detail

- **MJ-03 Retail Marijuana Store Operating Plan Supplemental**
    - Pages 1,2 are missing
        - Complete them
    - 6.1
        - Scribers error "keepout"
            - Change to "Keep out"

- **MJ-02 Premises Diagram**
    - Page 1 is missing
        - Complete and include with corrections
    - Please include Diagram 2
    - Will there be a second floor added?
    - Clearly identify the sinks/toilets in each bathroom and if there are any sinks in utility closets
    - Where are the cultivation, manufacturing and other license types listed in the key
        - We have no record of license applications for this area
    - What is the outside, secure area?
        - Please clarify
    - Counter must be labeled
    - How do employees enter the restricted access area?
        - Please label and sign as appropriate

- **Applicant's Alaska Residency**
    - I am not able to verify Alaska residency at this time.
        - If you have documentation showing eligibility for the 2020 Permanent Fund Dividend, submit it via email.
        - If you have not and do not intend to apply for the PFD, please let us know.

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,

Randi Baker, Occupational Licensing Examiner
For,
Glen Klinkart, Interim Director
marijuana.licensing@alaska.gov

From:	Marijuana Licensing (CED sponsored)
To:	kerby@greendegree.net
Cc:	Marijuana Licensing (CED sponsored)
Subject:	25169 Incomplete Notice
Date:	Wednesday, December 2, 2020 1:26:16 PM
Attachments:	25169 Incomplete Application 120220.pdf

Good Morning:

Your application has been reviewed, attached is correspondence regarding corrections, additional documents, and/or resubmittals that must be addressed in full before the application can be deemed complete.

Please understand that there is a high possibility of more corrections after these. I must have appropriate time to review the corrections and give you time to get more corrections if needed. Please understand that the quality of your corrections directly correlate to my ability to get you on the next agenda.

Please make sure to read the entire notice, and make each correction requested.

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: March 2, 2021

Let us know if you require copies of any submitted documents, and feel free to email if you need clarification on any items in the Incomplete Notice. Correspondence should be sent to marijuana.licensing@alaska.gov.

Thanks,

Randi Baker

Occupational Licensing Examiner
Alcohol and Marijuana Control Office
Office: 907.269.0350
Cell: 907.717.3640
alcohol.licensing@alaska.gov
marijuana.licensing@alaska.gov

Always include your DBA and License number in the subject line
Do not send partial corrections.

Please consider the environment before printing this e-mail.

Any guidance provided by this electronic communication is not a binding legal opinion, ruling, or interpretation that may be relied upon, but merely guidance concerning

existing statutes and regulations. There may be other unique or undisclosed facts, circumstances, and information that may have changed any guidance provided in this communication.

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From:	Kerby Coman
To:	Marijuana Licensing (CED sponsored)
Subject:	Re: 25169 Incomplete Notice
Date:	Wednesday, December 9, 2020 5:42:00 PM
Attachments:	Executed Final Sublease Liberty ER (1).pdf PFD-MISC_1099-2020-020-6861.pdf Scan_20201209_173815.pdf

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This should be everything requested.
Please let me know.

Diagram #1 is the only area that Liberty ER LLC has legal right of possession therefore diagram#2 is not needed.
There will not be a 2nd floor added.
There is no cultivation or manufacturing in this building.
The Outside Secure Area is a fenced patio area that we plan to use for edible onsite consumption in the future.
Employees will enter the Restricted Access Area through the entry point to the east side of the Restricted Access Area.

Kerby Coman
907-884-3153

On Wed, Dec 2, 2020 at 1:26 PM Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov> wrote:

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From: Marijuana Licensing (CED sponsored)
To: Kerby Coman; Marijuana Licensing (CED sponsored)
Subject: **HIGH IMPORTANCE** READ ME** RE: 25169 Incomplete Notice
Date: Monday, December 21, 2020 8:52:28 AM
Importance: High

Hi Kerby:

As promised on Friday: your application was the first thing I started on this morning!

When it comes to responses, more is more for the Board—and I need more to deem this and get it on the agenda today.

Real quick- the commercial sublease shows the wrong address still (change it to 2421), and the premises states it's the Swing Bar inside Chilkoot Charlies.
I need clarification on that or it needs to be removed from the lease.

PREMISES. Tenant, in consideration of the sublease payments provided in this Agreement, sublets to Subtenant Approximate sq. footage 3200, known as the Swing Bar at Chilkoot Charlie's located at 2435 spenard rd, Anchorage, Alaska 99503 (the "Premises"). The legal description for the Premises is attached as an Exhibit.

MJ-02- Diagrams: Need updating- Clarify the following on each diagram

1. At this time, we do not advise that you keep the outside area in your licensed premises should you want to add it later, that can be done.

If you choose to keep it in the licensed area and want the Board to review during the meeting, let me know and I will get that in the memo

If you choose to keep it in the licensed area

The Board will want to know the type and size of the fencing for the outdoor area.

Do you plan to allow customers in that area now? please clarify.

If not, how will you keep them out?

2. What is the restricted area access point (locked door/ secured gate) and what signage will you use so that the average person knows that area is restricted?

That's all I need to get this done, I need this back ASAP, so I can get you on the agenda today- as 4P is my deadline for it to be done, so I need it at least a few hours before then.

Give me a call with any questions--

Randi Baker

Occupational Licensing Examiner
Alcohol and Marijuana Control Office
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Cell: 907.717.3640
alcohol.licensing@alaska.gov
marijuana.licensing@alaska.gov

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Make sure to include your license number in the subject line of emails

ALCOHOL ONLY Deadline Reminders:

- 12/31/20 at 11:59PM – deadline for 2021/2022 renewal applications to be sent emailed/postmarked/dropped off to avoid incurring $500 late fee charges per AS 04.11.270.
- 2/28/21 at 11:59PM – deadline for 2021/2022 renewal applications and all fees to be emailed/postmarked/dropped off in order to avoid expiration of the liquor license and mandatory cessation of alcohol sale, service, manufacture, and/or storage at the establishment per AS 04.11.540.
- 3/12/21 at 11:59PM – new, transfer, 2021/2022 renewal applications and all required corrections must be deemed complete by an AMCO Examiner to be considered for next ABC meeting scheduled for March 30, 2021.

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