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

What is this form?

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). **All areas designated as the licensed premises of a single license must be contiguous.** **All diagrams must have the licensed premises area labeled, and outlined or shaded as appropriate.**

What must be submitted with this form?

Applicants must attach multiple diagrams to this form, including (as applicable):

- **Diagram 1:**
  a diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;

- **Diagram 2:**
  if different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas' relationship to the current proposed licensed premises *(details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change must be submitted and approved before any planned expansion area may be added to the licensed premises);*

- **Diagram 3:**
  a **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;

- **Diagram 4:**
  an **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises *(this can be obtained from sources like Google Earth)*; and

- **Diagram 5:**
  a diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants *(a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises).*

This form, and all necessary diagrams that meet the requirements on Page 2 of this form, must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 – Establishment Information

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

Licensee:	The Pot Shop	**MJ License #:**	30362		
License Type:	Retail Marijuana Store				
Doing Business As:	The Pot Shop				
Premises Address:	902 W. Northern Lights Blvd				
City:	Anchorage	**State:**	Alaska	**ZIP:**	99503

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Alaska Marijuana Control Board

Form MJ-02: Premises Diagram

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices.
Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are also applying for an onsite consumption endorsement.

The following details must be included in all diagrams:

- ☐ License number and DBA
- ☐ Legend or key
- ☐ Color coding
- ☐ Licensed Premises Area Labeled and Shaded, or Outlined as appropriate
- ☐ Dimensions
- ☐ Labels
- ☐ True north arrow

The following additional details must be included in Diagram 1:

- ☐ Surveillance room
- ☐ Restricted access areas
- ☐ Storage areas
- ☐ Entrances, exits, and windows
- ☐ Walls, partitions, and counters
- ☐ Any other areas that must be labeled for specific license or endorsement types
- ☐ ** Serving area(s)
- ☐ **Employee monitoring area(s)
- ☐ **Ventilation exhaust points, if applicable

The following additional details must be included in Diagram 2:

- ☐ Areas of ingress and egress
- ☐ Entrances and exits
- ☐ Walls and partitions

The following additional details must be included in Diagrams 3 and 4:

- ☐ Areas of ingress and egress
- ☐ Cross streets and points of reference

The following additional details must be included in Diagram 5:

- ☐ Areas of ingress and egress
- ☐ Entrances and exits
- ☐ Walls and partitions
- ☐ Cross streets and points of reference

I declare under penalty of unsworn falsification that I have attached all necessary diagrams that meet the above requirements, and that this form, including all accompanying schedules, statements, and depictions is true, correct, and complete.

Signature of licensee

SCOT DUNNAGNIE
Printed name of licensee

Official Seal
M. Sales
Notary Public-State of Alaska
My Comm. Expires 11/18/2023

Notary Public in and for the State of Alaska

My commission expires: 11/18/2023

Subscribed and sworn to before me this 20th day of July, 2021.

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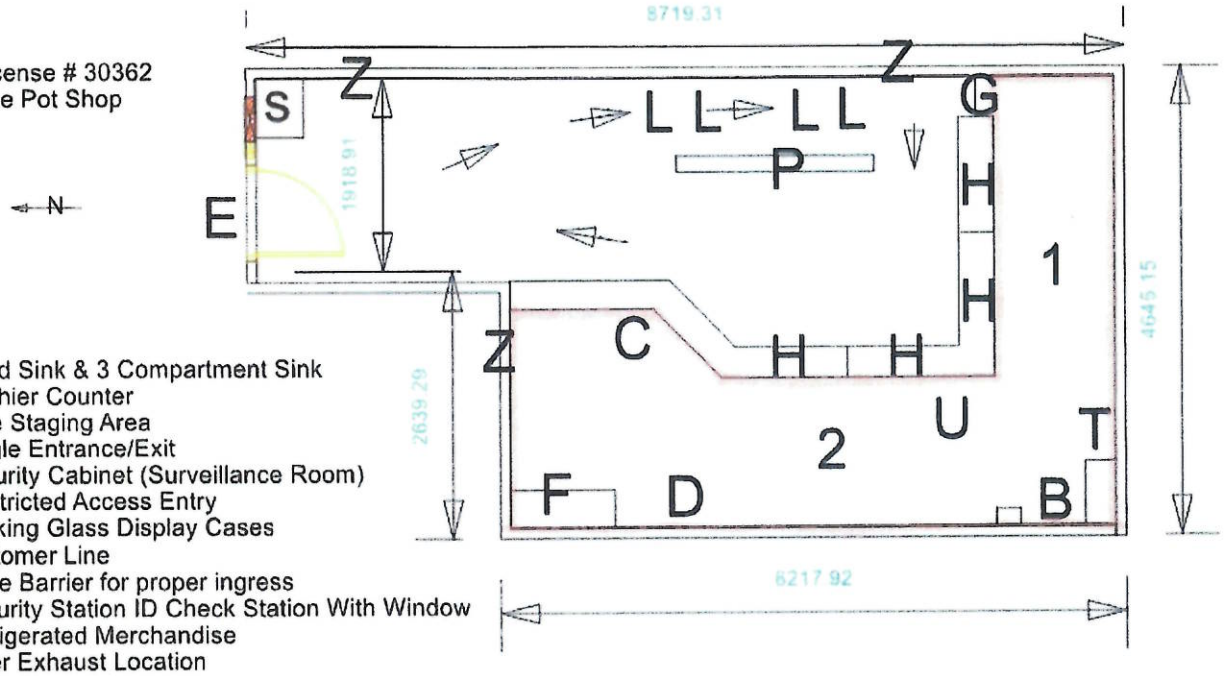
DIAGRAM 1

License # 30362
The Pot Shop



B - Hand Sink & 3 Compartment Sink
C - Cashier Counter
D - Sale Staging Area
E - Single Entrance/Exit
F - Security Cabinet (Surveillance Room)
G - Restricted Access Entry
H - Locking Glass Display Cases
L - Customer Line
P - Rope Barrier for proper ingress
S - Security Station ID Check Station With Window
T - Refrigerated Merchandise
U - Filter Exhaust Location
1 - Sales Station 1
2 - Sales Station 2
Z - Required Signage

Arrows - Ingress/Egress

RESTRICTED ACCESS AREA

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Restricted Access

Diagram 2

License 30362
The Pot Shop

Licensed Premises

Shared Areas with other tenant

V - Main Stairway to upstairs
X - Shared storage
K - 900 Unit 1 entrance
L - Hallway entrance
E - Licensed Establishment entrance
K - Door to shared employee rest room and break room
U - Shared mop closet
R - Shared Public bathroom
M - Share Employee bathroom
0 - 900 Unit 1 office entrance
D - Main entrance to building
W - Emergency Exit
Q - Emergency Exit

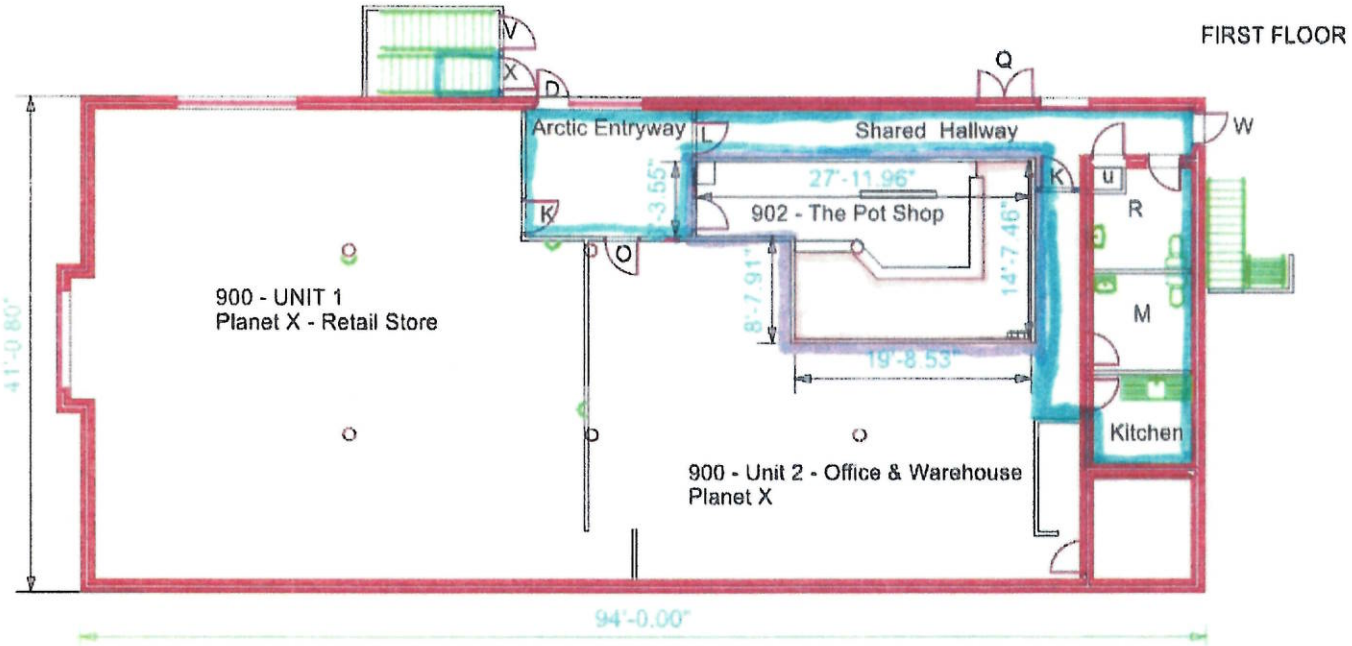

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Diagram 2

License 30362
The Pot Shop

Licensed Premises
(Right to Possesion) S.D.

Shared Areas with other tenant

V - Main Stairway to upstairs
X - Shared storage
K - 900 Unit 1 entrance
L - Hallway entrance
E - Licensed Establishment entrance
K - Door to shared employee rest room and break room
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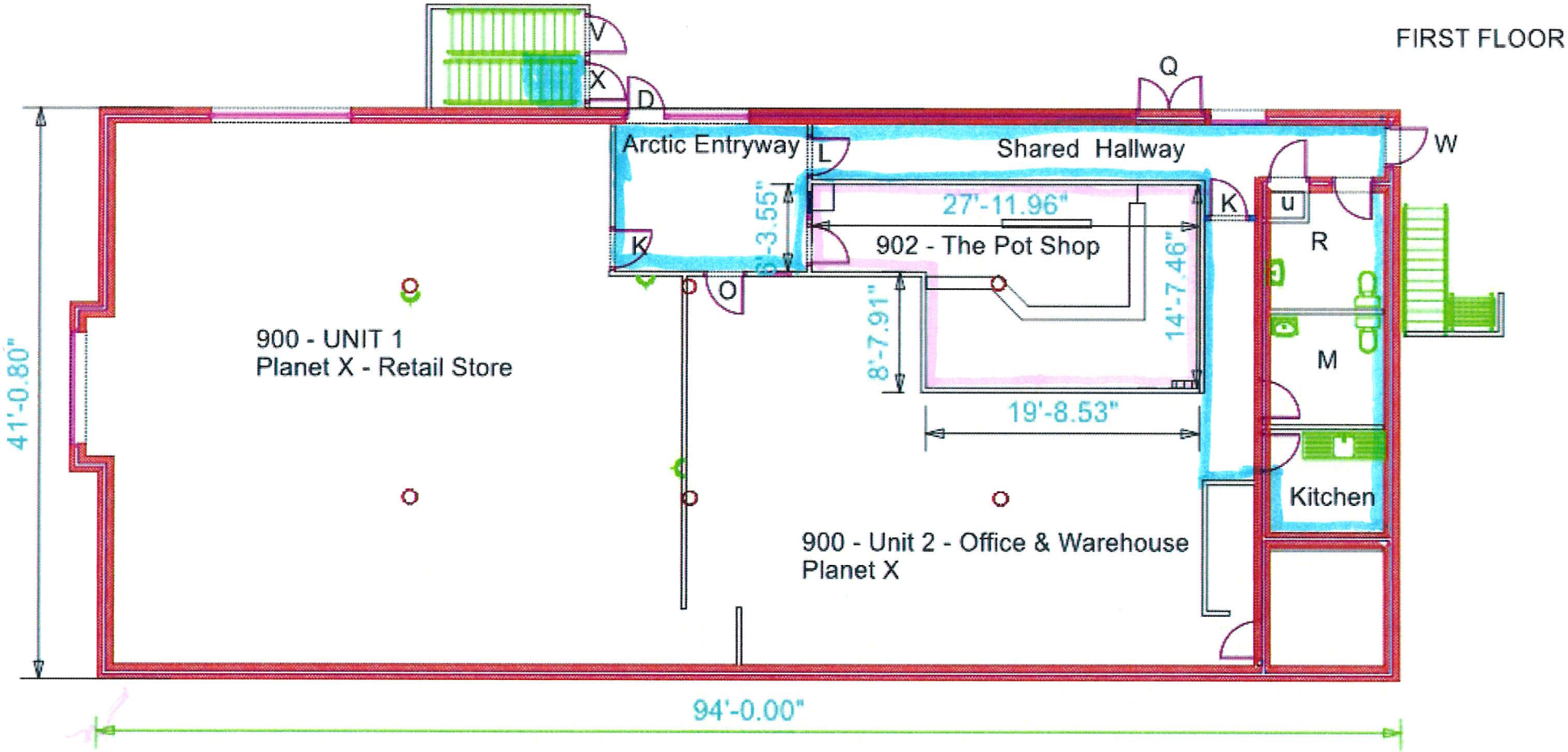
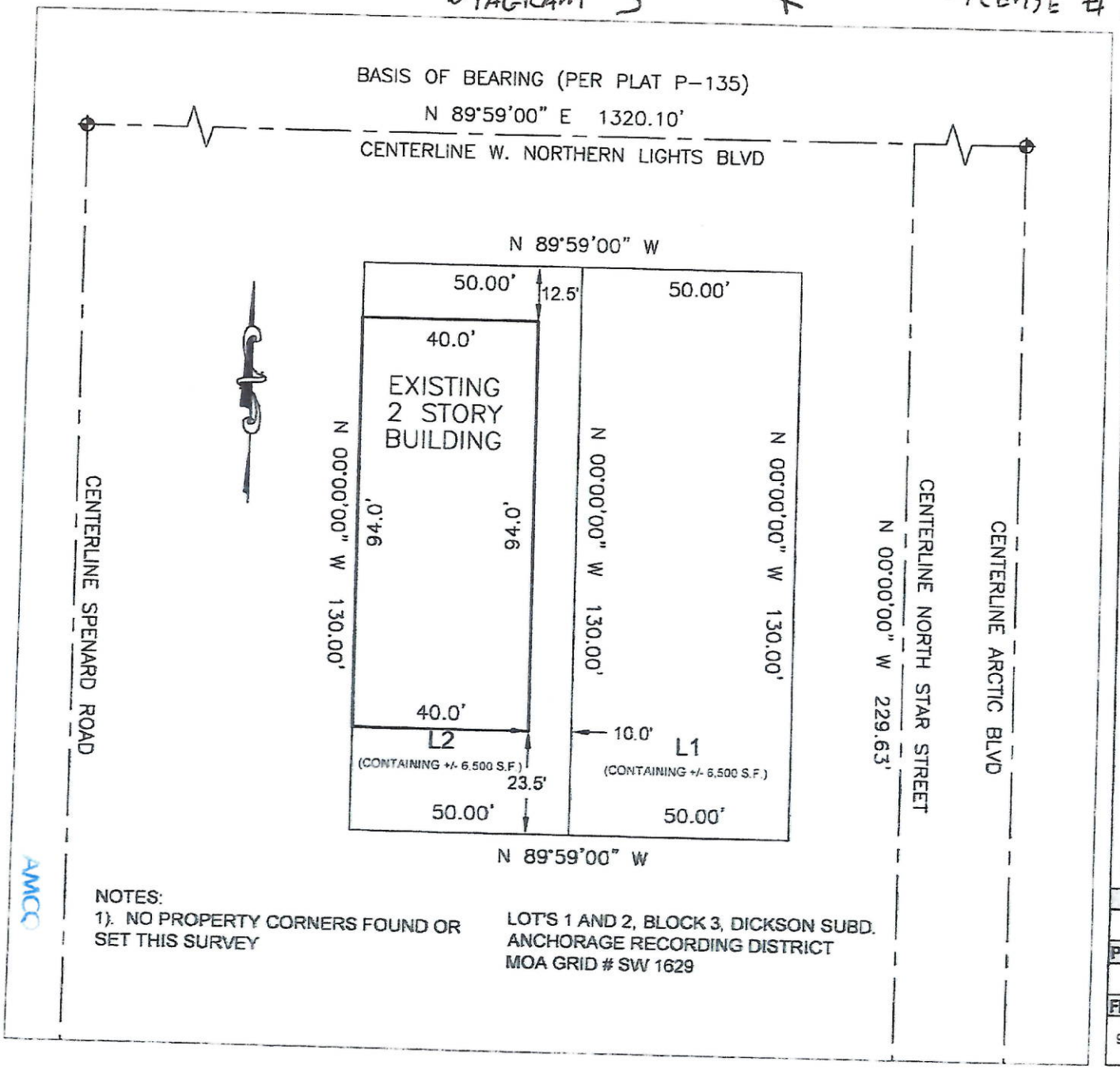


Received by AMCO 2.9.22

DIAGRAM 3

LICENSE # 30362 THE POT SHOP



NOTES:
1). NO PROPERTY CORNERS FOUND OR SET THIS SURVEY

LOT'S 1 AND 2, BLOCK 3, DICKSON SUBD.
ANCHORAGE RECORDING DISTRICT
MOA GRID # SW 1629

AS-BUILT

I, MICHAEL R KELLER, HEREBY CERTIFY THAT I HAVE PERFORMED AN AS-BUILT SURVEY OF THE BUILDING ON THIS LOT AND ALL THE DIMENSIONS AND INFORMATION AS SHOWN HEREON ARE TRUE AND NO ENCROACHMENTS EXIST UNLESS SHOWN OTHERWISE.

STATE OF ALASKA
49TH
MICHAEL R KELLER
LS-10684
REGISTERED PROFESSIONAL LAND SURVEYOR

PREMIER CONSTRUCTION SURVEYS, LLC
16425 SANDPIPER DR.
ANCHORAGE, AK 99516

DATE OF SURVEY:
MARCH 21, 2019

	SHEET NUMBER
1"=30'	1
PLOT DATE 03/21/2019	
FILE NAME 900 WEST NORTHERN LIGHTS	

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Diagram 4

License # 30362
The Pot Shop

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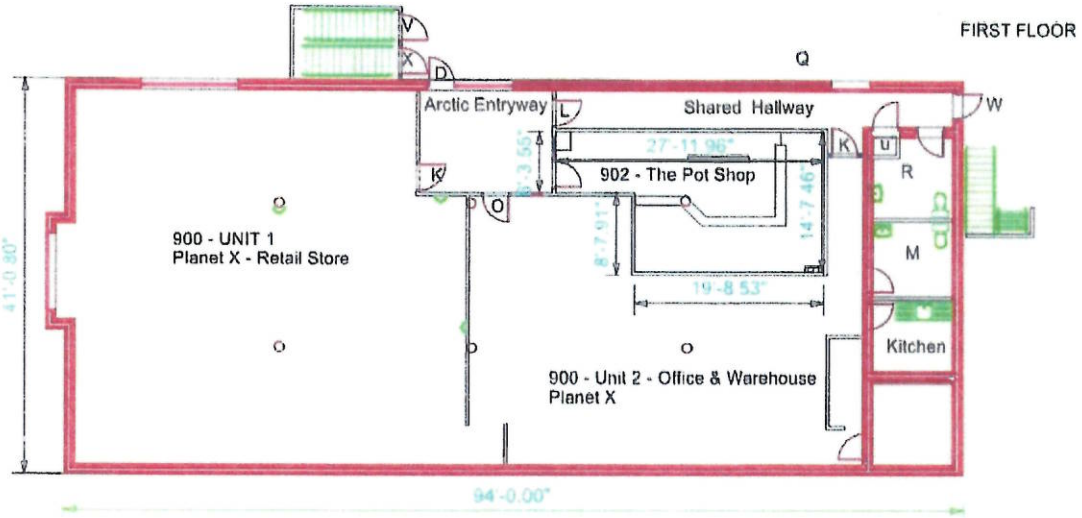
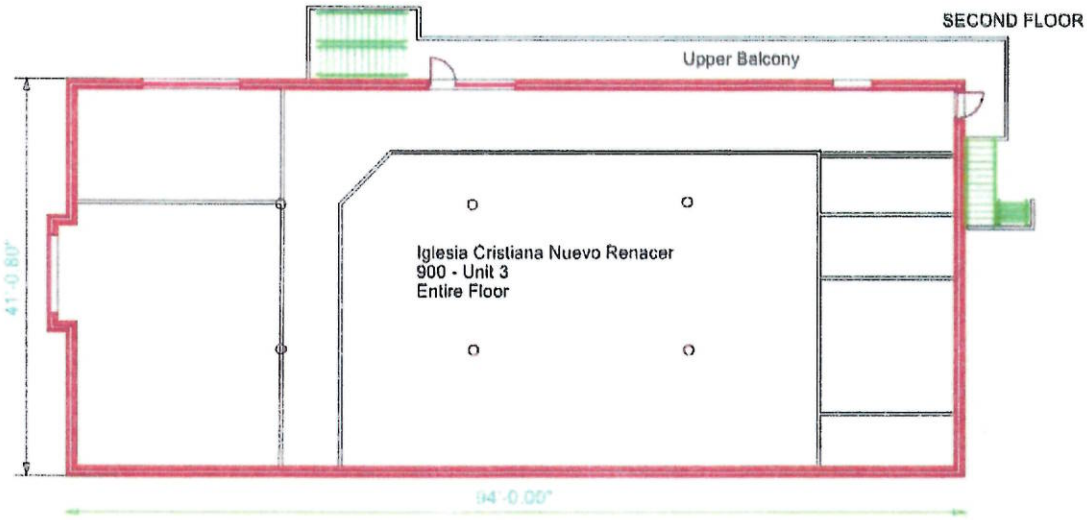
Northern Lights Blvd

Diagram 5

License # 30362
The Pot Shop

Licensed Premises





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