



ALCOHOL AND MARIJUANA CONTROL OFFICE
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REGULATION PROJECT REQUEST FORM

*To be considered at an upcoming meeting, submit this form to the director prior to the deadline for meeting materials.
Include a copy of any specific language changes, including regulatory citations.*

DATE: Click or tap to enter a date.
TO: ALCOHOL AND MARIJUANA CONTROL OFFICE
FROM: Click or tap here to enter text.
RE: REGULATORY PROJECT REQUEST

What is the title of your regulations project?

The title should be brief and refer to the subject, such as “Minors in Retail Establishment” or “Increase in Consumption Limits.”

[Abstract]

Identify the problem that the current regulation presents.

What is the issue created by the current regulation? Examples: Is not allowing minors in a retail environment creating hardship for employees? Are the current consumption limits unsatisfactory?

Click or tap here to enter text.

What are the specific regulations you would like to change, and how would you like them to change?

Please be specific. Examples: If you want on-site consumption limits to be increased, please reference 3 AAC 306.370(b) and what you would like the new limits to be. For minors in a retail marijuana store, reference 3 AAC 306.325 and what would you like changed.

Click or tap here to enter text.

Are you aware of any historical discussion surrounding this issue? This could include prior board meetings, public testimony, legislative intent, etc.

Is there any data or background information on this regulation that would be helpful for decision-making or drafting?

Click or tap here to enter text.

If this proposed regulation project is scheduled on a board agenda, do you recommend inviting any experts or interested parties to help educate the board on this issue?

Please list individuals and organizational representatives that would be affected. Include people who can provide both pros and cons on the issue—not simply those who may support the change. A balanced approach is necessary to ensure the integrity of the project.

Click or tap here to enter text.

SAMPLE MOTION LANGUAGE FOR REGULATIONS

All motions must pass or fail by a majority per roll call vote.

Motions to initiate a regulations project:

For initial discussion, if the proposal is not complete:

I move the proposed regulations project regarding [Abstract] be drafted by AMCO staff and returned to the board for consideration at its next regular meeting.

For discussion and action, if the proposal is reasonably complete:

I move to initiate a regulations project regarding [Abstract] by approving the following language for public comment, unless substantive changes are made by the regulations specialist or Department of Law: (Follow with a reading of the proposed language.)

If making the second motion to send to LAW, consider whether to hold an oral hearing and the time frame for the written comment:

I move to approve an oral hearing to receive public comment on the proposed regulations.

- The board should establish that date so a meeting can be scheduled and the date published with the regulations public notice.
- If the board wants a written comment period longer than 30 days, it should include the time frame in the motion.

Motions following the public notice/comment period.

To adopt regulations as presented:

I move to adopt the proposed regulations for file number _____ as proposed and publicly noticed.

To adopt only specific sections of the project:

I move to adopt the proposed regulations for file number _____ as proposed and publicly noticed with the removal of _____. (Cite AAC sections to be withdrawn/removed here.)

To adopt regulations and amend sections:

I move to adopt the proposed regulations for file number _____ as amended. (Read amended regulation language.)

To withdraw the project:

I move to withdraw the proposed regulations for file number _____.

To table consideration until the next meeting or a special meeting:

I move to table the proposed regulation project for file number _____ for further discussion at the next regular meeting of the board/at a special meeting of the board to be held before (date).