

## **POSSIBLE MOTION**

**I MOVE TO** approve a retail marijuana store license for Green Leaf, Inc., at 4612 Halibut Point Road and forward this approval to the Alcohol and Marijuana Control Office without objection.



City & Borough of Sitka  
**Municipal Clerk's Office**  
100 Lincoln Street, Sitka AK 99835  
Telephone: 907-747-1811 Fax: 907-747-4004



## Memorandum

To: Mayor Hunter and Assembly Members  
From: Sara Peterson, Municipal Clerk *SP*  
Date: February 24, 2017  
Subject: Application for New Retail Marijuana Store License

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Attached you will find a notification, and additional information, from the Alcohol and Marijuana Control Office of an application for a new retail marijuana store license for the following applicant:

License #:	10067
License Type:	Retail Marijuana Store
Licensee/Applicant:	Green Leaf, Inc.
D.B.A.:	Green Leaf
Physical Address:	4612 Halibut Point Road; Sitka, AK
Designated Licensee:	Aaron Bean

The applicant was granted a conditional use permit for a marijuana retail facility by the Planning Commission on November 16, 2016. The motion passed by a 4-0 vote.

A notice was published in the local newspaper and posted to the establishment. In addition, a memo was circulated to the various municipal departments who may have a reason to protest. No departmental objections were received.

**Recommendation: Approve the retail marijuana store license for Green Leaf, Inc. and forward this approval to the Alcohol and Marijuana Control Office without objection.**



City & Borough of Sitka  
**Municipal Clerk's Office**

100 Lincoln Street, Sitka AK 99835  
Telephone: 907-747-1811 Fax: 907-747-4004



## Memorandum

To: Planning Department  
Collections - Leisha  
Municipal Billings – Lindsey  
Sales Tax/Property Tax – Hannah  
Utility Billing Clerk – Diana  
Public Works Department – Mark and Shilo

Fire Department  
Police Department  
Electric Department  
Building Official

From: Sara Peterson, Municipal Clerk

Date: February 16, 2017

Subject: New Retail Marijuana Store License

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The Municipal Clerk's Office has been notified by the Alcohol and Marijuana Control Office of a new retail marijuana store license submitted by:

License #: 10067  
License Type: Retail Marijuana Store  
Licensee/Applicant: Green Leaf, Inc.  
D.B.A.: Green Leaf  
Physical Address: 4612 Halibut Point Road; Sitka, AK  
Designated Licensee: Aaron Bean

Please notify me **no later than noon on Friday, February 24<sup>th</sup>** of any reason to protest this request. This license is scheduled to go before the Assembly on March 14<sup>th</sup>.

Thank you.

**Minutes from November 16, 2016  
Planning Commission Meeting**

I Public hearing and consideration of a conditional use permit request for marijuana retail at 4612 Halibut Point Road, in the C-2 general commercial and mobile home zone. The property is also known as Lot 1 of Wyatt-Cox Resubdivision #2. The request is filed by Aaron Bean for Green Leaf, Inc. The owners of record are Connor K. Nelson and Valerie L. Nelson.

Scarcelli clarified the applicant and address for the record. The commission granted a permit for marijuana cultivation at 4614 Halibut Point Road. The proposed retail would be in an under-construction structure at 4612 Halibut Point Road. The property is not within 500 feet of sensitive uses. This new industry can be expected to bring revenue to the community. Staff recommend approval. Spivey clarified if staff support approval without a parking plan.

Scarcelli stated that he believes the property will have enough parking, and a plan is a condition of approval. Parmelee stated that he has not known there to be parking issues in the vicinity.

Eric Van Cise and Conner Nelson represented the application. Nelson stated that there is a lot of parking on site. Nelson stated interest in buying some of the state right-of-way for parking in the future. Spivey stated that the packet is thorough. Parmelee asked about parking. Nelson and Scarcelli stated that parking seems to be available. Windsor asked about on-site consumption. Van Cise stated that there is a consumption area indicated on the second story with retail on the first story.

Spivey asked to clarify if parking can be a condition of approval. Scarcelli stated yes. Windsor stated that he believes it's a good idea.

Windsor/Hughey moved to APPROVE findings that there are no negative impacts present that have not been adequately mitigated by the attached conditions of approval.

Motion PASSED 4-0.

Windsor/Hughey moved to APPROVE the conditional use permit request filed by Green Leaf, Inc. for marijuana retail at 4612 Halibut Point Road, in the C 2 General Commercial and Mobile Home zone subject to the attached conditions of approval. The property is also known as Lot 1 of Wyatt-Cox Resubdivision #2. The owners of record are Connor K. Nelson and Valerie L. Nelson.

Conditions of Approval:

1. Owners, operators, and staff of conditional uses shall comply with all state and municipal licensing regulations.
2. All licensed facilities shall comply with all life and safety regulations as promulgated by the municipal building official.
3. All licensed manufacturing and cultivation uses shall provide a fire safety plan, material handling plan, and comply with all fire safety regulations that satisfy the fire marshal or their designee and the building official.
4. All licensed facilities and/or uses shall provide screening from public view of any marijuana related commercial, retail, cultivation, or manufacturing use.
5. All licensed facilities and/or uses shall establish an active sales account and business registration with the municipality and shall comply with all standard and required accounting practices.
6. It shall be a standard regulation that all conditional uses comply with all applicable state regulations and licensing laws or it shall be deemed to abandon and extinguish any associated municipal license or conditional use permit.
7. All approved conditional use permits shall comply with all of the Sitka General Code or shall be deemed to abandon and extinguish any associated municipal license or conditional use permit.
8. Applicant shall provide a Parking Plan that complies with Section 22.20.100 for all uses present and proposed at the current property including striped parking spaces where practical.
9. Odor Control shall include charcoal filters and other best means to limit and mitigate odor impacts to surrounding uses. Should a meritorious odor complaint be received the Planning Commission may require additional odor control measures to mitigate any actual negative impacts.
10. The proposed retail site shall not be located within 500 feet of any school

grounds, recreation or youth center, religious service building, or correctional facility that was legally established prior to approval of this conditional use permit as intended by licensing restriction and regulations of the state in 3 AAC Chapter 306.

11. The applicant shall provide the Planning Commission with a report after one year of operation.

12. The Planning Commission or Planning Department shall be able to schedule a hearing to resolve any issues, impacts, or review conditions of approval related to meritorious issues connected to the Public's health, safety, and welfare.

13. Hours of Operation shall comply with the submitted application.

Motion PASSED 4-0.



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

**Department of Commerce, Community,  
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

February 16, 2017

City and Borough of Sitka

Attn: Sara Peterson

VIA Email: [sara.peterson@cityofsitka.org](mailto:sara.peterson@cityofsitka.org)

Cc: [Melissa.henshaw@cityofsitka.org](mailto:Melissa.henshaw@cityofsitka.org)

[Maegan.bosak@cityofsitka.org](mailto:Maegan.bosak@cityofsitka.org)

[Michael.scarcelli@cityofsitka.org](mailto:Michael.scarcelli@cityofsitka.org)

[brian.hanson@cityofsitka.org](mailto:brian.hanson@cityofsitka.org)

[Reuben.yerkes@cityofsitka.org](mailto:Reuben.yerkes@cityofsitka.org)

[planning@cityofsitka.org](mailto:planning@cityofsitka.org)

License Number:	10067
License Type:	Retail Marijuana Store
Licensee:	Green Leaf, Inc.
Doing Business As:	GREEN LEAF
Physical Address:	4612 Halibut Point Rd Sitka, AK 99835
Designated Licensee:	Aaron Bean
Phone Number:	907-738-8923
Email Address:	aaronbean28@gmail.com

- New Application     Transfer of Ownership Application     Renewal Application  
 Onsite Consumption Endorsement

AMCO has received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2).

To protest the approval of this application(s) pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **April 5, 2017** meeting.

Sincerely,

Sara Chambers, Interim Director - [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

Alaska Entity #10036065

**State of Alaska**  
**Department of Commerce, Community, and Economic Development**  
**Corporations, Business, and Professional Licensing**

## **Certificate of Incorporation**

The undersigned, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that a duly signed and verified filing pursuant to the provisions of Alaska Statutes has been received in this office and has been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

**Green Leaf, Inc.**



IN TESTIMONY WHEREOF, I execute the certificate  
and affix the Great Seal of the State of Alaska  
effective February 23, 2016.

A handwritten signature in black ink, appearing to read "Chris Hladick".

Chris Hladick  
Commissioner



Department of Commerce, Community, and Economic Development  
Division of Corporations, Business and Professional  
Licensing

State of Alaska > Commerce > Corporations, Business, & Professional Licensing > Corporations Search

## NAME(S)

Type	Name
Legal Name	Green Leaf, Inc.

## ENTITY DETAILS

**Entity Type:** Business Corporation  
**Entity #:** 10036065  
**Status:** Good Standing  
**AK Formed Date:** 2/23/2016  
**Duration/Expiration:** Perpetual  
**Home State:** ALASKA  
**Next Biennial Report Due:** 1/2/2018  
**Entity Mailing Address:** 215 PETERSON AVE, SITKA, AK 99835  
**Entity Physical Address:** 4614 HPR, SITKA, AK 99835

## REGISTERED AGENT

**Agent Name:** Jana Weltzin  
**Registered Mailing Address:** 3003 MINNESOTA DR #201, ANCHORAGE, AK 99503  
**Registered Physical Address:** 3003 MINNESOTA DR #201, ANCHORAGE, AK 99503

## OFFICIALS

AK Entity#	Name	Titles	Percent Owned
	Aaron Bean	Director, President, Shareholder, Secretary, Treasurer	100

## FILED DOCUMENTS

Date Filed	Type	Filing	Certificate
2/23/2016	Creation Filing		
3/22/2016	Initial Report		
3/29/2016	Agent Change		

### Juneau Mailing Address

P.O. Box 110806  
Juneau, AK 99811-0806

### Physical Address

333 Willoughby Avenue  
9th Floor  
Juneau, AK 99801-1770

### Phone Numbers

Main Phone: (907) 465-2550  
FAX: (907) 465-2974

### Anchorage Mailing/Physical Address

550 West Seventh Avenue  
Suite 1500  
Anchorage, AK 99501-3567

### Phone Numbers

Main Phone: (907) 269-8160  
FAX: (907) 269-8156

**BYLAWS**  
**OF**  
**GREEN LEAF INC**

**ARTICLE I**  
**SHAREHOLDERS**

**Section 1. Annual Meeting.** An annual meeting shall be held once each calendar year for the purpose of electing directors and for the transaction of such other business as may properly come before the meeting. The annual meeting shall be held at the time and place designated by the Board of Directors from time to time.

**Section 2. Special Meetings.** Special meetings of the shareholders may be requested by the President, the Board of Directors, or the holders of a majority of the outstanding voting shares.

**Section 3. Notice.** Written notice of all shareholder meetings, whether regular or special meetings, shall be provided under this section or as otherwise required by law. The Notice shall state the place, date, and hour of meeting, and if for a special meeting, the purpose of the meeting. Such notice shall be mailed to all shareholders of record at the address shown on the corporate books, at least 10 days prior to the meeting. Such notice shall be deemed effective when deposited in ordinary U.S. mail, properly addressed, with postage prepaid.

**Section 4. Place of Meeting.** Shareholders' meetings shall be held at the corporation's principal place of business unless otherwise stated in the notice.

**Section 2. Election and Term of Office.** The officers shall be elected annually by the Board of Directors at the first meeting of the Board of Directors, immediately following the annual meeting of the shareholders. Each officer shall serve a one year term or until a successor has been elected and qualified.

**Section 3. Removal or Vacancy.** The Board of Directors shall have the power to remove an officer or agent of the corporation. organization. Any vacancy that occurs for any reason may be filled by the Board of Directors.

**Section 5. Quorum.** A majority of the outstanding voting shares, whether represented in person or by proxy, shall constitute a quorum at a shareholders' meeting. In the absence of a quorum, a majority of the represented shares may adjourn the meeting to another time without further notice. If a quorum is represented at an adjourned meeting, any business may be transacted that might have been transacted at the meeting as originally scheduled. The shareholders present at a meeting represented by a quorum may continue to transact business until adjournment, even if the withdrawal of some shareholders results in representation of less than a quorum.

## **ARTICLE II**

### **DIRECTORS**

**Section 1. Number of Directors.** The corporation shall be managed by a Board of Directors consisting of 5 director(s).

**Section 2. Election and Term of Office.** The directors shall be elected at the annual shareholders' meeting. Each director shall serve a term of 2 year(s), or until a successor has been elected and qualified.

**Section 3. Quorum.** A majority of directors shall constitute a quorum.

**Section 4. Adverse Interest.** In the determination of a quorum of the directors, or in voting, the disclosed adverse interest of a director shall not disqualify the director or invalidate his or her vote.

**Section 5. Regular Meeting.** An annual meeting shall be held, without notice, immediately following and at the same place as the annual meeting of the shareholders. The Board of Directors may provide, by resolution, for additional regular meetings without notice other than the notice provided by the resolution.

**Section 6. Special Meeting.** Special meetings may be requested by the President, Vice-President, Secretary, or any two directors by providing five days' written notice by ordinary United States mail, effective when mailed. Minutes of the meeting shall be sent to the Board of Directors within two weeks after the meeting.

**Section 7. Procedures.** The vote of a majority of the directors present at a properly called meeting at which a quorum is present shall be the act of the Board of Directors, unless the vote of a greater number is required by law or by these by-laws for a particular resolution. A director of the corporation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless their dissent shall be entered in the minutes of the meeting. The Board shall keep written minutes of its proceedings in its permanent records.

**Section 8. Removal / Vacancies.** A director shall be subject to removal, with or without cause, at a meeting of the shareholders called for that purpose. Any vacancy that occurs on the Board of Directors, whether by death, resignation, removal or any other cause, may be filled by the remaining directors. A director elected to fill a vacancy shall serve the remaining term of his or her predecessor, or until a successor has been elected and qualified.

**Section 9. Committees.** To the extent permitted by law, the Board of Directors may appoint from its members a committee or committees, temporary or permanent, and designate the duties, powers and authorities of such committees.

### **ARTICLE III**

#### **OFFICERS**

**Section 1. Number of Officers.** The officers of the corporation shall be a President, a Treasurer , and a Secretary.

**a. President/Chairman.** The President shall be the chief executive officer and shall preside at all meetings of the Board of Directors

and its Executive Committee, if such a committee is created by the Board.

**b. Secretary.** The Secretary shall give notice of all meetings of the Board of Directors and Executive Committee, if any, shall keep an accurate list of the directors, and shall have the authority to certify any records, or copies of records, as the official records of the organization. The Secretary shall maintain the minutes of the Board of Directors' meetings and all committee meetings.

**c. Treasurer/CFO.** The Treasurer shall be responsible for conducting the financial affairs of the organization as directed and authorized by the Board of Directors and Executive Committee, if any, and shall make reports of the organizations finances as required, but no less often than at each meeting of the Board of Directors and Executive Committee.

**Section 2. Election and Term of Office.** The officers shall be elected annually by the Board of Directors at the first meeting of the Board of Directors, immediately following the annual meeting of the shareholders. Each officer shall serve a one year term or until a successor has been elected and qualified.

**Section 3. Removal or Vacancy.** The Board of Directors shall have the power to remove an officer or agent of the corporation. organization. Any vacancy that occurs for any reason may be filled by the Board of Directors.

#### **ARTICLE IV**

##### **CORPORATE SEAL, EXECUTION OF INSTRUMENTS**

The corporation shall not have a corporate seal. All instruments that are executed on behalf of the corporation which are acknowledged and which affect an interest in real estate shall be executed by the President or any Vice-President and the Secretary or Treasurer. All other instruments executed by the corporation, including a release of mortgage or lien, may be executed by the President or any Vice-President. Notwithstanding the preceding provisions of this section, any written instrument may be executed by any officer(s) or agent(s) that are specifically designated by resolution of the Board of Directors.

**ARTICLE V**  
**AMENDMENT TO BYLAWS**

The bylaws may be amended, altered, or repealed by the Board of Directors or the shareholders by a majority of a quorum vote at any regular or special meeting; provided however, that the shareholders may from time to time specify particular provisions of the bylaws which shall not be amended or repealed by the Board of Directors

**ARTICLE VI**  
**STOCK CERTIFICATES**

The corporation may issue shares of the corporation's stock without certificates. Within a reasonable time after the issue or transfer of shares without certificates, the corporation shall send the shareholder a written statement of the information that is required by law to be on the certificates. Upon written request to the corporate secretary by a holder of such shares, the secretary shall provide a certificate in the form prescribed by the directors.

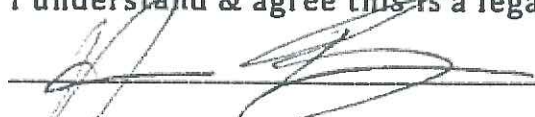
**ARTICLE VII**  
**DISSOLUTION**

The organization may be dissolved only with authorization of its Board of Directors given at a special meeting called for that purpose, and with the subsequent approval by no less than two-thirds (2/3) vote of the members.

**Certification**

Aaron Bean, Secretary of Green Leaf Inc hereby certifies that the foregoing is a true and correct copy of the bylaws of the above-named corporation, duly adopted by the incorporator(s) on April 20, 2016.

I understand & agree this is a legal representation of my signature.

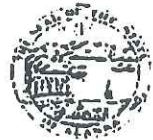
  
\_\_\_\_\_  
Aaron Bean , "Secretary"

  
\_\_\_\_\_  
Date



# Application for Food Establishment Permit

Alaska Department of Environmental Conservation  
Division of Environmental Health  
Food Safety and Sanitation Program



Permit ID:

## Section 1- GENERAL INFORMATION (All applicants complete entire section - please print).

Purpose (check one)  New  Information Change  Extensive Remodel  Change of owner/operator  Reactivate

Owner/Business Information	Name of Entity or Owner Responsible for Food Service <i>Green Leaf Inc</i>		AK Business License # <i>10036065</i>	
	Business/Corporate Mailing Address <i>1111 Halibut Point Road</i>		City <i>Sitka</i>	State <i>AK</i>
	Business/Corporate Phone <i>(907) 733-8423</i>		Email <i>vicaron.bean@greenleafalaska.com</i>	
	Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party		Fax	

Type of Entity  Individual  Partnership  Corporation  Other:

Establishment Information	Establishment Name <i>Green Leaf</i>		Physical Location <i>4612 H.P.R</i>		Nearest Community <i>Sitka</i>	
	Establishment Mailing Address <i>1111 Halibut Point Road</i>		City <i>Sitka</i>	State <i>AK</i>	Zip <i>99763</i>	
	Establishment Phone <i>907-747-1065</i>		Fax		Contact Person <i>Vicaron Bean</i>	
	Establishment Physical Address <i>4612 H.P.R</i>		City <i>Sitka</i>	State <i>AK</i>	Zip <i>99763</i>	

SEATING: (Food Service Only)  N/A  25 or less  26-100  > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

*Marine Restaurant*

## SECTION 2 - NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska's Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Application is required to process your application. Have you attached the Plan Review Application?  Yes  No

## SECTION 3 - COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

### FOOD SERVICE ESTABLISHMENTS

a. A copy of your menu will be required. Have you attached a copy of the proposed menu?  Yes  No

b. Attach appropriate label, placard, or menu notation for the consumer advisories if you serve:  
 Wild Mushrooms  Unpasteurized juices  Farmed halibut, salmon, or sablefish  
 Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.

c. Methods of food preparation (check the one that most closely describes the establishment):  
 Assembly of Ready to Eat Foods  Cook and Serve  
 Hot or cold Service for 2 hours or more is done  
 Complex (Preparation 1 day or more in advance, cooling and reheating is done).

d. Style of Service:  Counter Service  Self Service (i.e. buffet line, salad bar)  Table Service  
 Other:

e. Do you plan to operate as a caterer?  Yes  No  
If yes, list all the equipment used to protect food from contamination and maintain product temperature during:  
Transportation: Hot or Cold Holding:



Permit ID(s)

Establishment Name(s)

GREEN LEAF

f. Will your food establishment be a kiosk or mobile unit?  Yes  No

Are employee toilets available within 200 feet?  Yes  No  
*If you have an agreement with another business to use their restrooms, please attach written verification.*

Portable water tanks, plumbing, and hoses are NSF or FDA approved components?  Yes  No

If you have a kiosk, is it located outside of a building?  Yes  No

Will you have a service provide water or remove wastewater?  Yes  No  
*If yes, provide a letter of agreement from water hauler or wastewater hauler outlining services provided and frequency.*

g. Will another permitted food establishment (commissary) provide support to your facility? If yes, attach a copy of the Commissary Agreement.  Yes  No

**FOOD PROCESSORS**

a. A copy of a label for each type of product you will produce is required. Have you attached food labels of each product to be produced?  Yes  No

b. Describe who you will be distributing your product to (i.e. grocery stores, etc):

c. Will you be doing any of the following processes? Check all that apply.

Reduced Oxygen Packaging  Smoking  Other:

Low Acid Canned Foods  Curing

Shelf Stable Acidified Foods  Dehydrating

*Be sure to check with your local Environmental Health Officer for any applicable forms and FDA requirements.*

d. Do you have a HACCP Plan?  Yes  No  N/A  
*Required for high hazard food processors such as smoking, curing, acidifying, dehydrating, thermally processing low acid foods, reduced oxygen packaging, etc.*

e. You are required to have a product coding system and a recall plan. Have you attached a copy of the coding system and recall procedures?  Yes  No

**MOBILE RETAIL VENDOR SELLING SEAFOOD**

a. A list of products that you will be selling is required. Have you attached a copy of the list of products?  Yes  No

b. Provide names of suppliers where you will be purchasing your product:  
Green Leaf Inc

c. Will all of your product be prepackaged?  Yes  No

d. Will another permitted food establishment (commissary) provide support to your facility? If yes, attach a copy of the Commissary Agreement.  Yes  No

**MACHINES VENDING POTENTIALLY HAZARDOUS FOODS**


a. Have you attached the label that will be affixed to the front of each machine with name, physical address, and phone number of the permitted food establishment servicing the machine?  Yes  No

**SECTION 4 - Food Managers Certification/Alaska Safe Food Worker Card**

a. Have you attached a copy of a Food Manager's Certification?  Yes  No  N/A  
*The operator of a food establishment that serves and prepares unwrapped or unpackaged food, except for a bar, tavern, or limited food service, must have at least one Certified Food Protection Manager who is involved in the daily operations of the establishment.*

b. Does everyone who works or will work at the food establishment have a Food Worker Card?  Yes  No  N/A  
*An operator of a food establishment shall keep on file a copy of the Food Worker Card issued by the department for each employed food worker and make the copy available to the Department upon request.*

*I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I agree to pay all fees before operating.*

Applicant's Signature  Date 10/26/16

Applicant's Printed Name

RECEIVED

OCT 26 2016

State of Alaska DEC Food Safety Program

*Handwritten signature/initials*



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Environmental  
Conservation

DIVISION OF ENVIRONMENTAL HEALTH  
FOOD SAFETY & SANITATION PROGRAM

610 University Avenue  
Fairbanks, AK 99709  
Main: 907.451.2119  
Fax: 907.451-5120  
[www.dec.alaska.gov/eh/fss](http://www.dec.alaska.gov/eh/fss)  
[lorinda.lhotka@alaska.gov](mailto:lorinda.lhotka@alaska.gov)

October 26, 2016

Aaron Bean  
Green Leaf Inc.  
1111 Halibut Point Road  
Sitka, AK 99835

Subject: DEC Food Establishment Permit Not Required

Dear Mr. Bean,

Thank you for your recent application for a permit from the Department of Environmental Conservation's Food Safety and Sanitation program. This letter is to inform you that the marijuana establishment you have described in your application does not require a permit under the Alaska Food Code (18 AAC 31) since your plan is to sell only prepackaged, non-potentially hazard food (18 AAC 31.012(c)(1)).

Non-potentially hazardous foods are foods that do not support the growth of dangerous bacteria because of their water activity, pH, or a combination of the two. A good method to determine whether a food is non-potentially hazardous is whether it requires refrigeration to keep it safe or preserve it. If it does not require refrigeration, it is most likely non-potentially hazardous. If you are unsure about the safety of a product and whether it requires temperature control be sure to contact the Food Safety and Sanitation program for more information.

Please be aware that if you change the type of food that you sell at your establishment to include foods that are potentially hazardous, you will be required to submit a plan of your operations and apply for a food establishment permit.

Sincerely,

Lorinda Lhotka  
Section Manager, Environmental Program Manager I

*For Information*

*Only*



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO's main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any 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:	Green Leaf Inc	License Number:	10067
License Type:	Retail Marijuana Store		
Doing Business As:	Green Leaf		
Premises Address:	4612 Habitat Point Road		
City:	Sitka	State:	AK
		ZIP:	99835

Section 2 - Individual Information

Enter information for the individual licensee or affiliate.

Name:	Amey Beers
Title:	CEO

Section 3 - Other Licenses

Ownership and financial interest in other licenses:

Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license?



If "Yes", which license numbers (for existing licenses) and license types do you own or plan to own?

10066 - Standard Marijuana Cultivation Facility



Alaska Marijuana Control Board

**Form MJ-00: Application Certifications**

**Section 4 – Certifications**

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

AB

I certify that I am not currently on felony probation or felony parole.

AB

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

AB

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

AB

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

AB

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

AB

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

AB

I certify that my proposed premises is not located in a liquor licensed premises.

AB

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

AB

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) and affiliates (as defined in 3 AAC 306.990(a)(1)) have been listed on my online marijuana establishment license application.

AB

I certify that all proposed licensees have been listed on my application with the Division of Corporations.

AB

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.

AB



Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

Alaska Marijuana Control Board  
**Form MJ-00: Application Certifications**

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that I have examined the online application and this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find them to be true, correct, and complete.

\_\_\_\_\_  
Signature of licensee

\_\_\_\_\_  
Printed name

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Alaska.

My commission expires: \_\_\_\_\_



Alaska Marijuana Control Board

# Form MJ-00: Application Certifications

330 W 7 AVENUE, SUITE 1000

Anchorage, AK 99501

[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)

<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.



Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.



### All marijuana establishment license applicants:

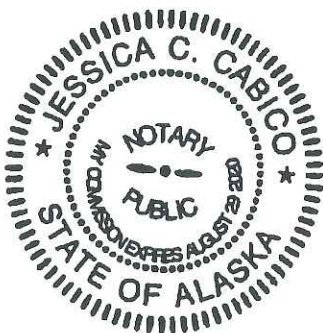
As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that I have examined the online application and this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find them to be true, correct, and complete.

Signature of licensee

AARON BEAN

Printed name

Subscribed and sworn to before me this 26 day of October, 2014.



JCCabico  
Notary Public in and for the State of Alaska.

My commission expires: Aug 29, 2020



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

### What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review Title 17.38 of Alaska Statutes and Chapter 306 of the Alaska Administrative Code. This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

### What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Security
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Waste disposal
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising
- Control plan for persons under the age of 21

Applicants must also complete the corresponding operating plan supplemental forms (Form MJ-03, Form MJ-04, Form MJ-05, or Form MJ-06) to meet the additional operating plan requirements for each license type.

### Section 1 – Establishment Information

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

Licensee:	Green Leaf Inc	License Number:	10067
License Type:	Retail Marijuana Store License		
Doing Business As:	Green Leaf		
Premises Address:	4612 Halibut Point Road		
City:	Sitka	State:	ALASKA
		ZIP:	99835
Mailing Address:	PO Box 464		
City:	Sitka	State:	ALASKA
		ZIP:	99835
Primary Contact:	Aaron Bean		
Main Phone:	907 738 8923	Cell Phone:	907 738 8923
Email:	aaron.bean@greenleafalaska.com		



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

### Section 2 – Security

Review the requirements under 3 AAC 306.710 – 3 AAC 306.720 and 3 AAC 306.755, and identify how the proposed premises will meet the listed requirements.

Describe how the proposed premises will comply with each of the following:

#### Restricted Access Areas (3 AAC 306.710):

Describe how you will prevent unescorted members of the public from entering restricted access areas:

All doors leading to restricted access areas will be secured with commercial grade keyless keypad entry with a self-closing and self-locking mechanisms. The facility will be equipped with an alarm system, and video surveillance. Security cameras will be installed throughout the facility that allow for monitoring all areas 24 hours each day including, at a minimum: all entrances and exits, all security doors and restricted access areas, all windows, every portion of the office and safe room, and exterior. All members of the public who are allowed access to the facility will have to check in at the front entrance door and obtain a visitor badge. All visitors must display their visitor badge on their person at all times, with no exceptions. All visitors will be escorted by an employee at all times while on the premises. A visitor's log will be kept and noted by the escorting employee, including the visitor's name and date, time, and purpose of the visit, and will be made available to the MC Board upon request.

Describe your processes for admitting visitors into and escorting them through restricted access areas:

Upon walking into the front entrance door of the facility each visitor must check in with a facility employee. All members of the public who are allowed access to the facility will have to provide state-issued identification at their entrance, and obtain and display a visitor badge, with no exceptions. A valid form of identification includes: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card. All visitors must display their visitor badge on their person at all times, with no exceptions. The visitors will be escorted by an employee at all times while on the premises, and the visitor badge will be returned to the employee prior to leaving. A visitor's log will be kept and noted by the escorting employee, including the visitor's name and date, time, and purpose of the visit, and will be made available to the MC Board upon request. No visitors will be allowed in unauthorized, confidential, or potentially hazardous areas. The visitor's personal identification card will be kept in security possession the entire time they are within the facility. Not until they have completed their escorted visit will their identification card be returned to them. Once a visitor's escorted visit has concluded, and their identification is returned, they must leave the premises immediately.





Alaska Marijuana Control Board

**Form MJ-01: Marijuana Establishment Operating Plan**

Describe your recordkeeping of visitors who are escorted into restricted access areas:

In order to be escorted into restricted areas a visitor must sign into the visitor's log indicating the date, time in and out of the restricted space, and purpose of the visit. A photocopy of the visitor's government-issued ID will be taken. The visitor's log and copies of visitor's information will be kept and stored on-site as official business records. The visitors will be escorted by an employee at all times while on the premises. The escorting employee will record all information related to the visitor's presence, including any reportable activity or behavior during the visit. This visitor log will be made available to the MC Board upon request.

Provide a copy of a sample identification badge to be displayed by each licensee, employee, or agent while on the premises:





Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

**Security Alarm Systems and Lock Standards (3 AAC 306.715):**

**Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:**

The exterior of the buildings will be well lit. Lights will be positioned to facilitate surveillance of the front and side doors and windows, the building perimeter, and all areas within twenty (20) feet of the building, to ensure maximum visibility and security. All lights will be checked daily by Management to ensure that each light in the system is operational and well-placed for visibility in security footage and to deter loitering or otherwise unauthorized presence on the premises. The facility plans to install a total of 4 exterior lights to be evenly distributed and affixed to the building.

**An alarm system is required for all license types. Describe the security alarm system for the proposed premises:**

The facility will maintain all alarm system equipment. The alarm system will be recorded by Green Leaf at a central location twenty four (24) hours a day, seven (7) days a week- up to 40 days- to detect unauthorized intrusion and notify local law enforcement, if needed. The alarm system will monitor all exterior doors, windows, and roof penetrations. Additionally, the facility will be equipped with panic buttons. Ownership and Management will be educated on the security and alarm systems. Education on the security and alarm systems will include: proper use, troubleshooting, police response, measures, and controls. Management or Ownership will be the first to arrive to the facility each morning to enter a predetermined code into the security device next to the front door to disable the alarm system.

**The alarm system must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe how the security alarm system meets this requirement:**

The alarm system will be rigged to each exterior window and door in the facility so that any intrusion will initiate the alarm response. Each morning, Ownership will enter a predetermined code into the security device next to the front door to disable the alarm system. The opening employees will check all security cameras and tapes to ensure they are functioning. The last employee to leave at close will activate all security devices and lock all doors and windows. Activation of security devices will be done on site using the alarm system keypad. All doors that are not self-locking will be locked using a key, and sensors on windows will be activated at close to monitor intrusions.



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures for preventing diversion of marijuana or marijuana product:

In the event that an employee is caught stealing or illegally distributing marijuana, Green Leaf, Inc. will cooperate as needed with the appropriate law enforcement agencies. Employees found to be diverting marijuana could be arrested and punished to the fullest extent of the law, and Green Leaf, Inc. will cooperate with all law enforcement directives. All employees will be trained to recognize potential theft, and are required to notify Ownership or Management if they suspect such activity is occurring. All reports and documentation concerning a suspected or actual theft will be maintained by the company for five (5) years and made available to the MC Board, and its agents and representatives, upon request. Ownership will also comply with any and all directives, inquiries, and investigations lodged by the MC Board.

Describe your policies and procedures for preventing loitering:

The facility will have a single and secure entrance for all regular ingress and egress from the building and for all visitors. The entrance and perimeter of the building will be monitored by on-site security cameras at all times. Loitering in and around the facility will not be permitted, and staff will have a regular and noticeable presence around the property to deter unauthorized entrance. Managers will work with the local law enforcement, if necessary, to secure the premises, prevent business practices which could entice or allow loitering, and escort all loitering individuals off the premises as soon as possible.

Describe your policies and procedures regarding the use of any additional security device, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm to enhance security of the proposed premises:

Exterior lights will be installed with a motion detector to allow for additional security measures during closed hours, and to ensure that outside cameras are able to clearly identify any individuals approaching the premises. The facility will be equipped panic buttons worn by staff. At all hours of the day or night these buttons, if pressed, will trigger the alarm system. All employees will be aware of the locations of the panic buttons and taught proper use prior to beginning work. Panic buttons will have a direct correspondence with local police.



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

Describe your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when any automatic or electronic notification system alerts a local law enforcement agency of an unauthorized breach of security:

In the event that a dangerous, threatening, or unauthorized situation arises in or around the facility, employees shall cooperate with local law enforcement and meet local police or fire department at the premises in a safe location. All visitors present in the building will be asked to leave immediately and escorted to the nearest exit in a safe and organized manner. If an emergency occurs in or around the facility during operation that threatens the facility, or the safety of employees and visitors, Management will evacuate the building of all people, including themselves, and await the arrival of the local police or fire department in a safe and accessible location. Law enforcement representatives for the City of Sitka will be invited to tour the facility and meet the employees in an effort to help the agency further understand the business operations and the building layout.

### Video Surveillance (3 AAC 306.720):

All licensed marijuana establishments must meet minimum standards for surveillance equipment. Applicants should be able to answer "Yes" to all items below.

Video surveillance and camera recording system covers the following areas of the premises:	Yes	No
Each restricted access area and each entrance to a restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Both the interior and exterior of each entrance to the facility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Each point of sale area	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Each video surveillance recording:	Yes	No
Is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clearly and accurately displays the time and date	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is archived in a format that does not permit alteration of the recorded image, so that the images can readily be authenticated	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Alaska Marijuana Control Board

**Form MJ-01: Marijuana Establishment Operating Plan**

Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

All security cameras will be positioned in such a manner as to get the best facial image of anyone present within the building and within 20 feet of the exterior walls. Security cameras will be installed throughout the facility that allow for monitoring all areas including, at a minimum: all entrances and exits, all security doors and restricted access areas, all windows, the check-in area, every portion of the office and safe room, and the exterior of the building to monitor all activities adjacent to the facility. The front entrance door of the facility as well as the exterior emergency exit door will have cameras documenting the face of anybody going in or out of the building. All restricted access doors and the check-in area will have coverage to clearly identify the face of anybody present.

Describe the locked and secure area where video surveillance recording equipment and records will be housed and stored and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the board:

A nineteen (19) inch or greater call-up monitor will be located in the restricted access Manager's office and safe room to house all surveillance feeds and recordings. Only Ownership, Management, and authorized agents will have access to the office and safe room. The office and safe room will feature a solid core with a minimum fire rating of ninety (90) minutes, a steel door frame with self-closing and self-locking mechanism. A high quality video printer capable of immediately producing a still photo from any video camera image will be located alongside the monitor in the office and safe room. All video camera footage will be stored for a minimum of forty (40) days. Recordings will be stored for at least forty (40) calendar days and will be available to the MC Board and local law enforcement upon request.

**Location of Surveillance Equipment and Video Surveillance Records:**

Yes No

Surveillance room or area is clearly defined on the premises diagram

Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area

Surveillance recording equipment access is limited to a marijuana establishment licensee or authorized employee, and to law enforcement personnel including an agent of the board

Video surveillance records are stored off-site



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

**Business Records (3 AAC 306.755):**

All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records. Applicants should be able to answer "Yes" to all items below.

**Business Records Maintained and Kept on the Licensed Premises:**

Yes No

All books and records necessary to fully account for each business transaction conducted under its license for the current year and three preceding calendar years; records for the last six months are maintained on the marijuana establishment's licensed premises; older records may be archived on or off-premises

A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment

The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises

Records related to advertising and marketing

A current diagram of the licensed premises including each restricted access area

A log recording the name, and date and time of entry of each visitor permitted into a restricted access area

All records normally retained for tax purposes

Accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed

Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

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A marijuana establishment is required to exercise due diligence in preserving and maintained all required records.

Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All business and regulatory documents, recordings, surveillance, logs, and communications will be stored at the facility and backed up on an off-site server. Records within the facility will be stored in the office and safe room in a secure safe, separate from all storage of marijuana products and currency. Only Ownership, Management, and authorized agents will have access to the office and safe room, and all safes inside. Reinforced security walls will be used to separate the office and safe room from the rest of the facility. The office and safe room will feature a solid core with a minimum fire rating of ninety (90) minutes, a steel door frame with self-closing and self-locking mechanism, a commercial grade dead bolt lock, and a commercial grade fingerprint entry lock. Employees managing facility records will be trained in standard retention policies to ensure that all records are maintained and filed in a consistent and searchable fashion until they may be destroyed.



Alaska Marijuana Control Board

**Form MJ-01: Marijuana Establishment Operating Plan**

**Section 3 – Inventory Tracking of All Marijuana and Marijuana Product**

Review the requirements under 3 AAC 306.730, and identify how the proposed establishment will meet the listed requirements.

All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with the system the board implements to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

Applicants should be able to answer "Yes" to all items below.

**Marijuana Tracking and Weighing:**

Yes No

A marijuana inventory tracking system, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used

All marijuana delivered to a marijuana establishment will be weighed on a scale certified in compliance with 3 AAC 306.745

Describe the marijuana tracking system that you plan to use and how you will ensure that it is capable of sharing information with the system the board implements:

Green Leaf, Inc. will use the electronic marijuana inventory tracking and control system, Metrc, to increase product security, track the cultivation and movement of all marijuana products, and minimize diversion and illegal practices. The facility will install Metrc and fully integrate the system into its standard business practices. All employees will be trained in using the tracking system to ensure that: (1) all marijuana propagated, grown, or cultivated on the premises is identified and tracked from the time the marijuana is propagated through either its transfer to another licensed marijuana establishment, or its destruction; (2) all establishments transacting to purchase or otherwise receive marijuana or marijuana products from the facility are licensed facilities; and (3) any loss or theft of marijuana products is promptly reported. Employees will record data at several stages of the cultivation process, including: (1) during cultivation; (2) during sale, sample, and transport; (3) during disposal, destruction, and theft. The facility will assign a tracking number to each plant over eight (8) inches tall and enter all inventory into Metrc. Each harvest batch will be given an inventory tracking number and entered into Metrc. All clones or cuttings will be limited to fifty (50) or fewer plants and identified by a batch tracking number. After harvest and processing, employees will record all sales in Metrc as they are processed. All marijuana used to prepare and package samples for the purpose of testing or for negotiating sales will also be recorded, including: (1) the amount of each sample; (2) the facility that received the sample; and (3) the disposal of any expired or outdated promotional sample returned to the facility. For each batch, employees will record all transportation arrangements and will generate a transport manifest to accompany the batch in transit.





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Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

### Section 4 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700, and identify how the proposed establishment will meet the listed requirements.

A marijuana establishment and each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

Applicants should be able to answer "Yes" to all items below.

**Marijuana Handler Permit:**

Yes No

Each licensee, employee, or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment

Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the premises of a retail marijuana store, marijuana cultivation facility, or marijuana product manufacturing facility) when on the licensed premises

Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired

Describe how your establishment will meet the requirements for employee qualifications and training:

Qualified candidates will be hired on a three month probationary period during which time they will receive training and evaluation specific to their position. Training will include marijuana industry topics; safety precautions and procedures; legal issues; and state, local, and federal regulations. Educational packets will be provided to each cultivation employee to be read and reviewed. The educational packets will discuss relevant cannabinoids in the marijuana plant, strain ratios, marijuana benefits and risks, and general Alaska marijuana law. Packets will also include safety procedures that specifically address the facility's security measures and controls for the prevention of diversion, theft, and loss of marijuana. All employees will be required to obtain a marijuana handlers permit issued by AMCO.



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

### Section 5 – Waste Disposal

Review the requirements under 3 AAC 306.740, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to the statement below.

**Marijuana Waste Disposal:**

Yes No

The marijuana establishment shall give the board at least 3 days notice in the marijuana inventory tracking system required under 3 AAC 306.730 before making the waste unusable and disposing of it

Describe how you will store, manage, and dispose of any solid or liquid waste, including wastewater generated during marijuana cultivation, production, process, testing, or retail sales, in compliance with applicable federal, state, and local laws and regulations:

The following is a list of the expected waste that Green Leaf, Inc. will be disposing of: (1) waste from marijuana flowers, trim, and solid plant materials; (2) marijuana that is identified as infected or fails to meet quality testing; (3) marijuana plant waste; (4) run off water from the plants during cultivation; and (5) medium used for cultivation and root matter. Rendering marijuana unusable before disposal will ensure that marijuana and marijuana products are safely kept away from the public. The Manager will maintain a log on the status of all marijuana waste. All marijuana marked for disposal will be stored in a secured bin, separated from all other products and materials, until it can be rendered unusable. Marijuana waste will be rendered unusable a minimum of once per day, before the facility closes.

Describe what material or materials you will mix with the ground marijuana waste to make it unusable:

The non-compostable solid wastes that Green Leaf, Inc. will use to render marijuana unusable include: (1) paper waste; (2) plastic waste; (3) cardboard waste; and (4) soil. The compostable solid wastes that Green Leaf, Inc. will use to render marijuana unusable include: (1) food waste; (2) yard waste; and (3) vegetable-based grease or oils.



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Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

Page # 17 Box 1  
(Additional Space as Needed):

Green Leaf, Inc., has prepared a disposal plan for disposing of all marijuana that does not meet state testing requirements and Green Leaf, Inc.'s internal quality standards for any reason, including, but not limited to, disease, infestation, and mishandling. The following is a list of the expected waste that Green Leaf, Inc. will be disposing of: (1) waste from marijuana flowers, trim, and solid plant materials; (2) marijuana that is identified as infected or fails to meet quality testing; (3) marijuana plant waste; (4) run off water from the plants during cultivation; and (5) medium used for cultivation and root matter. Rendering marijuana unusable before disposal will ensure that marijuana and marijuana products are safely kept away from the public. Green Leaf, Inc. will ensure that all marijuana is rendered unusable prior to leaving the facility. The Manager will maintain a log on the status of all marijuana waste, tracking the type of waste, the date of disposal, the date it was rendered unusable, and the date that it was picked up by the disposal company. All marijuana marked for disposal will be stored in a secured bin, separated from all other products and materials, until it can be rendered unusable. Marijuana waste will be rendered unusable a minimum of once per day, before the facility closes. Once rendered unusable, marijuana will be securely stored in locked containers located on the premise. All locks will comply with the highest UL standards. Only authorized personnel will have access to the keys that lock and unlock the disposal containers. The disposed marijuana will not be stored outside the facility at any time. Twice a week, a waste truck will collect the waste and dispose of it. To ensure tracking and to ensure that no diversion occurs, a manager will meet with the waste truck driver and collect a signature and the name of the waste truck driver, the date, time, and the type of marijuana waste being collected. This information will be entered into a log by the manager, which will be securely stored and made available to the MC Board upon request. The manager will make arrangements with the disposal company if ever the dumpsters are full prior to pick-up.



Alaska Marijuana Control Board

**Form MJ-01: Marijuana Establishment Operating Plan**

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Marijuana waste must be rendered unusable for any purpose for which it was grown or produced before it leaves the marijuana establishment. Describe the process or processes that you will use to make the marijuana plant waste unusable:

To render marijuana unusable, Green Leaf, Inc. will grind and incorporate the marijuana waste with either non-compostable or compostable solid wastes so that the resulting mixture is at least fifty percent (50%) non-marijuana waste. The facility will use paper waste, plastic waste, cardboard waste, soil, food waste, yard waste, and/or vegetable-based grease or oils. The Manager will ensure that the resulting mixture is composed of no more than fifty percent (50%) marijuana by volume, and will log the composition of the mixture, available to the MC Board upon request. All marijuana waste will be secured in waste storage within the facility, separate from all other marijuana products, storage, and waste, until such time it is picked up by the waste disposal company under the Manager's supervision.



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

### Section 6 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750, and identify how the proposed establishment will meet the listed requirements.

Applicants should be able to answer "Yes" to all items below.

**Marijuana Transportation:**

Yes No

The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700

The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle

The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport

During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport

Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment

When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received

The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest



Alaska Marijuana Control Board

**Form MJ-01: Marijuana Establishment Operating Plan**

Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment:

See page 19

Describe the type of locked, safe, and secure storage compartments that will be used in any vehicles transporting marijuana or marijuana product:

Any vehicle transporting marijuana products will be unmarked and inconspicuous. Vehicles that will be used for transportation of marijuana products will contain a secure and sanitary area affixed to the inside of the transportation vehicle that will lock and will ensure the marijuana products cannot be seen by anyone from outside of the transportation vehicle. The vehicle storage box will be a rectangular box arranged for mounting in a standard pickup truck bed to extend there across, and will include an two independent storage compartments. There will be a first larger storage compartment and a second smaller storage compartment which is locked within the interior of the first storage compartment. The structures will be formed of steel, or like materials. The second storage compartment is adapted for holding elongated, flat articles such as tools, guns, fishing rods, or other appropriate items. The second storage compartment will be hinged to the interior of the lid of the larger storage compartment, and the second storage compartment will be accessed only when the first storage compartment is opened and the second storage compartment is unlocked.



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

### Section 7 – Signage and Advertising

Describe any signs that you intend to post on your establishment with your business name, including quantity and dimensions:

Green Leaf's signage will be as follows:

Two 40" by 24" signs attached to the outside of the building.

One above the front entrance of the premises, and one on the northwest facing side.



**If you are not applying for a retail marijuana store license, you do not need to complete the rest of Section 7, including Page 17.**

#### Restriction on advertising of marijuana and marijuana products (3 AAC 306.360):

All licensed retail marijuana stores must meet minimum standards for signage and advertising.

Applicants should be able to answer "Agree" to all items below.

No advertisement for marijuana or marijuana product will contain any statement or illustration that:

Agree Disagree

Is false or misleading

Promotes excessive consumption

Represents that the use of marijuana has curative or therapeutic effects

Depicts a person under the age of 21 consuming marijuana

Includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana



Alaska Marijuana Control Board

## Form MJ-01: Marijuana Establishment Operating Plan

No advertisement for marijuana or marijuana product will be placed:

Agree Disagree

Within one thousand feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21

On or in a public transit vehicle or public transit shelter

On or in a publicly owned or operated property

Within 1000 feet of a substance abuse or treatment facility

On a campus for post-secondary education

Signage and Promotional Materials:

Agree Disagree

I understand and agree to follow the limitations for signs under 3 AAC 306.360(a)

The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage sale of marijuana or marijuana products

All advertising for marijuana or any marijuana product will contain the warnings required under 3 AAC 306.360(e)





Alaska Marijuana Control Board

# Form MJ-01: Marijuana Establishment Operating Plan

## Section 8 – Control Plan for Persons Under the Age of 21

Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

The facility will refuse entrance to any person who does not produce a form of valid photo identification showing that person is twenty one (21) years of age or older. A valid form of identification includes: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card. At no time will a person under the age of twenty one (21) be permitted to remain on the premises. If at any time an employee suspects that a person is a minor, the employee will refuse access and have the individual escorted off the premises. Green Leaf staff will ask customers for government-issued identification and will thoroughly examine ID for all members of the party before entrance is allowed. In addition to passing the Marijuana Handler's Card course, employees in this position will be trained to spot the inconsistencies of forged identifications, and they will be given an ID Guide to help them recognize IDs from other states and countries. Signage will be posted at the main entry door and the shopping area entry door stating "No one under 21 years of age allowed".


I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

  
Signature of licensee

AARON BEAN  
Printed name

Subscribed and sworn to before me this 20 day of September, 20 19

STATE OF ALASKA  
NOTARY PUBLIC  
FLORIROSE P. DAVIS  
My Commission Expires 8/29/20

  
Notary Public in and for the State of Alaska.  
My commission expires: 8/29/20



(Additional space as needed):

All marijuana packaging will be uniform with labels secure and prominently displayed. No packaging products or materials can be used in the cultivation, storage, and/or sale process unless accepted into the facility by a member of the quality control unit. All packaging deliveries will be inspected, accepted or rejected, and recorded in QCU log. All packaging materials that will be sold to marijuana establishments for sale to consumers will be child-proof and not be appealing to children. All plastic packaging will be four (4) millimeters or more in thickness and will be heat-sealed without an easy-open tab, dimple, corner, or flap so that it is difficult for a child to open as a tamperproof measure. The QCU will check all packages to make sure that they will keep all marijuana from contamination and will check to make sure that the packages will not impart any toxic or deleterious substance to the marijuana. Only usable marijuana will be packaged at the facility, and all packaging will not be tampered with. Any packaging done at the facility will be performed in an area specifically set aside for packaging. All necessary sanitation will be executed to ensure the cleanliness of the product and packaging. The facility will package marijuana for sale to other marijuana establishments in standard units in accordance with the Alaska Administrative Code and the MC Board regulations. If the facility is selling usable marijuana in bulk for repackaging and sale to the consumer by the other marijuana establishment, the wholesale standard unit will not exceed five (5) pounds. If the usable marijuana is being packaged for retail sale at a dispensary, the standard unit will not exceed one (1) ounce. Facility agents will create unit-size loose flowers, rolls, or other forms of unit-sized usable marijuana. Unit packaging for marijuana flower will be done in accordance with industry standards, in 1/8 oz. and 1/4 oz. zip seal stand-up pouches from a reputable vendor, as determined in Ownership's discretion. After agents package bulk flower into units, they will be placed in sanitized, air-tight containers, labeled with all compliant labeling information, and given a barcode for the Metrc inventory control system. After all usable marijuana has been placed in bins and labeled, it will be moved to the secure storage area.

190219



330 W. AVENUE, SUITE 1000  
 Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto: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). Your diagram must show all entrances and boundaries of the premises, restricted access areas, and storage areas, and dimensions. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex. For those applying for a limited marijuana cultivation license, the proposed area(s) for cultivation must be clearly delineated.

The second page of this form is not required. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

**Section 1 – Establishment Information**

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

Licensee:	<i>Green Leaf Inc</i>	License Number:	<i>10067</i>		
License Type:	<i>Retail Marijuana Store</i>				
Doing Business As:	<i>Green Leaf</i>				
Premises Address:	<i>4612 Halibut Point Road</i>				
City:	<i>Sitka</i>	State:	<i>AK</i>	ZIP:	<i>99835</i>



Alaska Marijuana Control Board

## Form MJ-02: Premises Diagram

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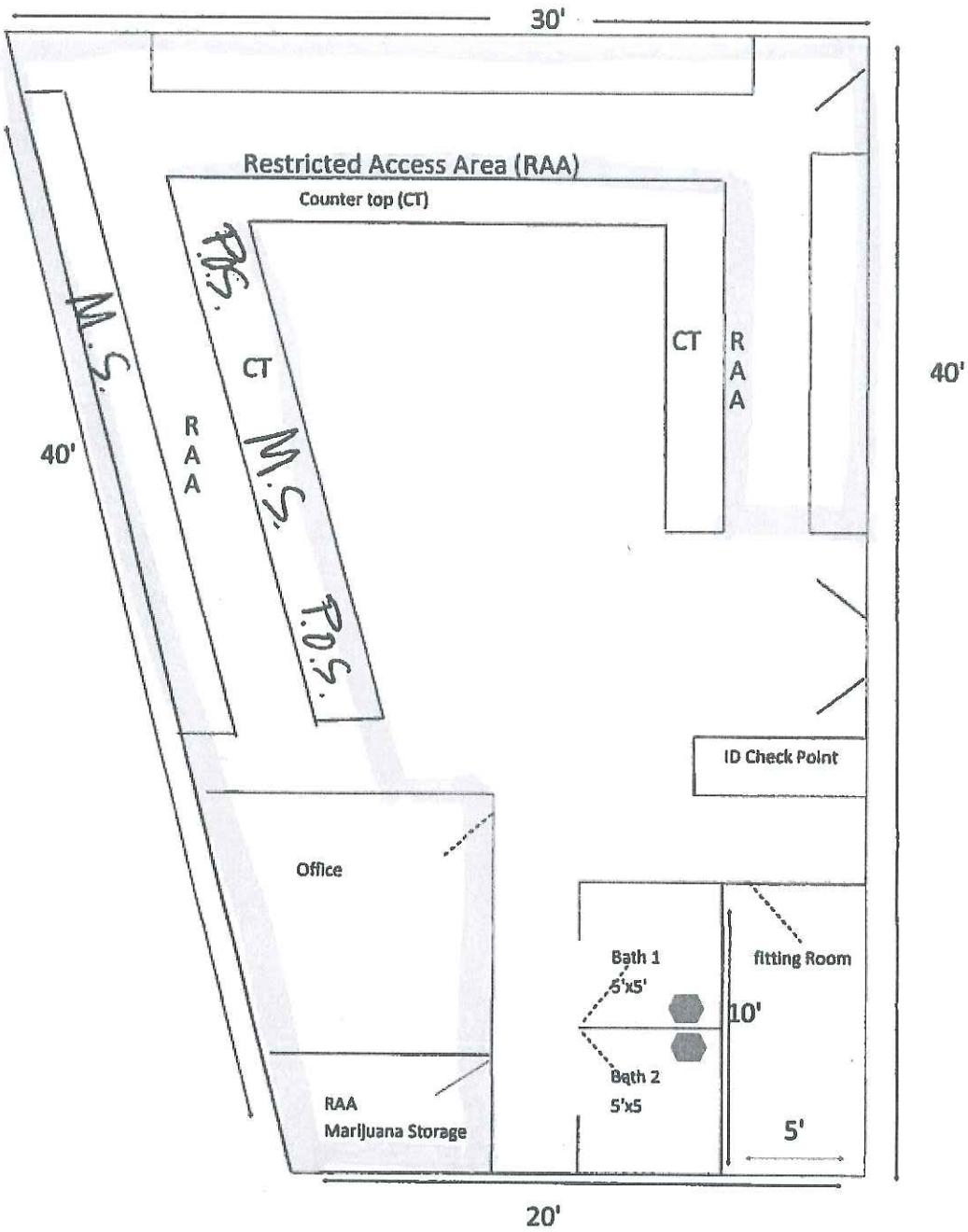
330 W / AVENUE, SUITE 2000  
Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

### 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.

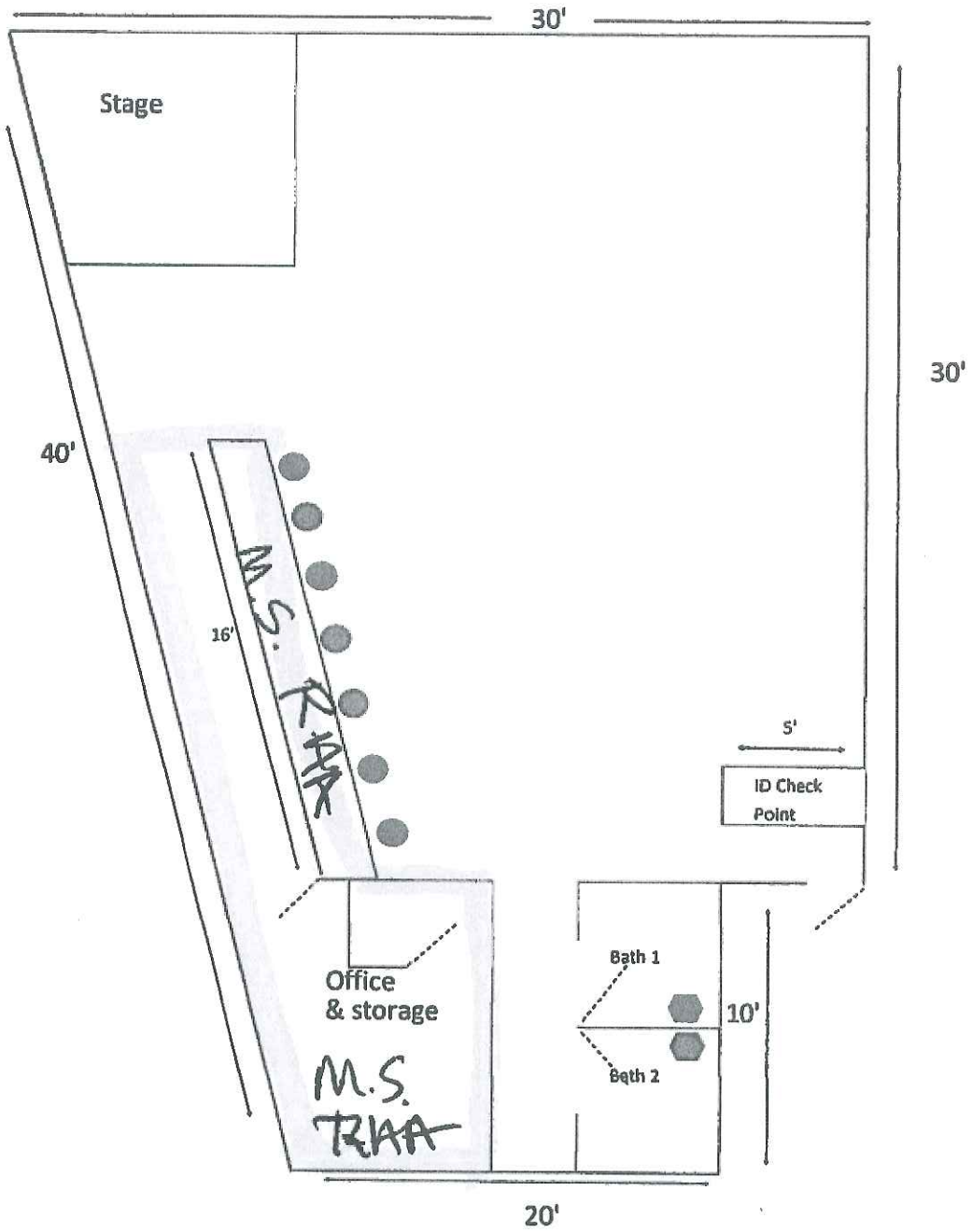
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*See Attached*



Green Leaf Dispensary - First Floor  
 4612 Halibut Point Road  
 Sitka, Alaska 99835

P.O.S = Point of Sale  
 M.S = Marijuana Storage



Green Leaf Lounge - Second floor  
 4612 Halibut Point Road  
 Sitka, Alaska 99835

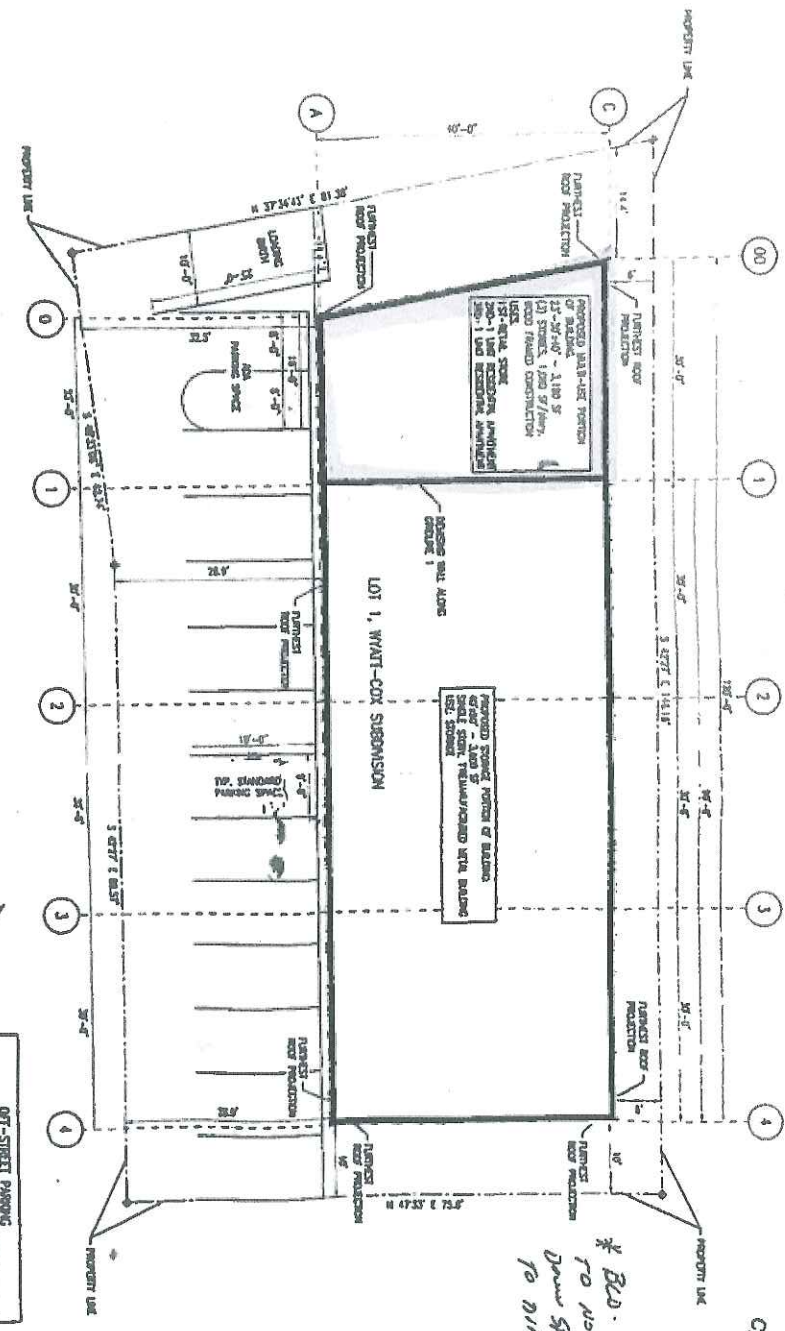
STRUCTURAL NOTES

1. STRUCTURAL CONCRETE NOTES  
 ALL CONCRETE SHALL HAVE THE FOLLOWING PROPERTIES:  
 28 DAY COMPRESSIVE STRENGTH 4000 PSI

STRUCTURAL ASSOCIATES  
 800  
 101  
 101  
 101

2010  
 502  
 502  
 502

APPLICANT COPY



SITE PLAN

OFF-STREET PARKING		
SPACES INCLUDED	SPACES PROVIDED	
STANDARD PARKING SPACES	70	12
ADA PARKING SPACES	1	1
TOTAL OFF-STREET PARKING SPACES	11	13
OFF STREET LOADING BAYS	1	1

\* BLD. IS SINGLE STOREY  
 TO NORMAL - FINISHES  
 DOWN SLOPE & DISCONTINUE  
 TO NORTH & N.E.

RECEIVED  
 JUL 25 2016  
 CBS BLDG DEPT

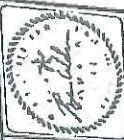
PRINTED TO 11/17

	PROJECT: <b>NELSON BUILDING FOUNDATION</b> 4612 HALIBUT POINT ROAD	2010 502 502 502
	CLIENT: <b>CONNOR NELSON</b>	2010 502 502 502

4/26/16  
 LS  
 2 OF 3  
 16-1186



CLIENT: CONNOR NELSON



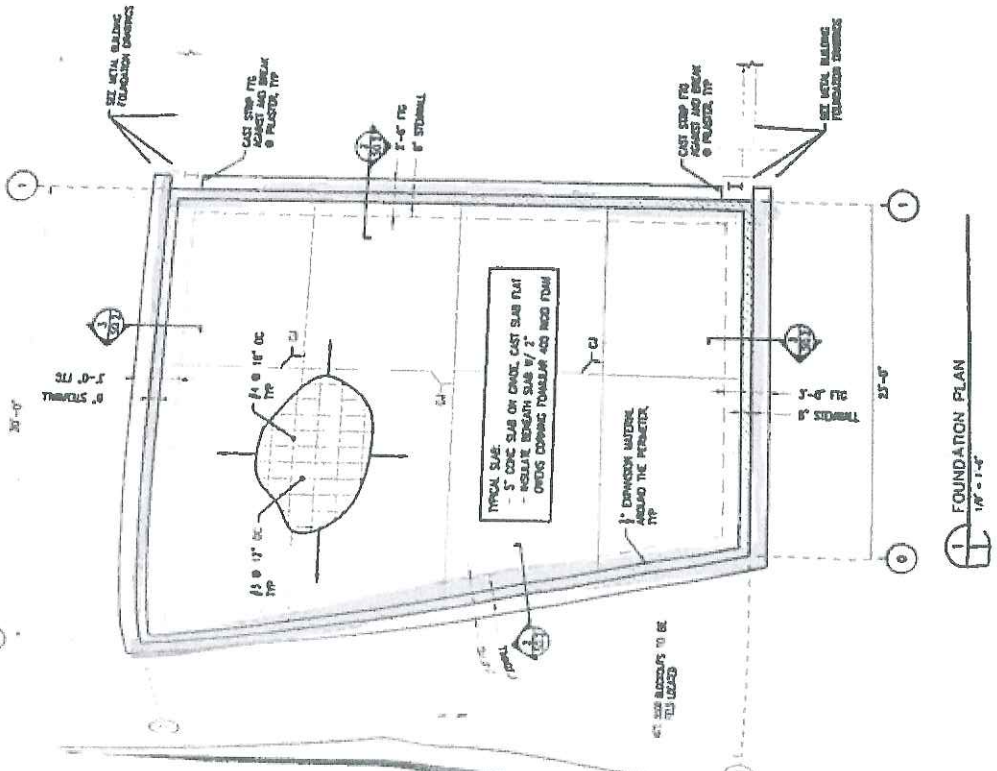
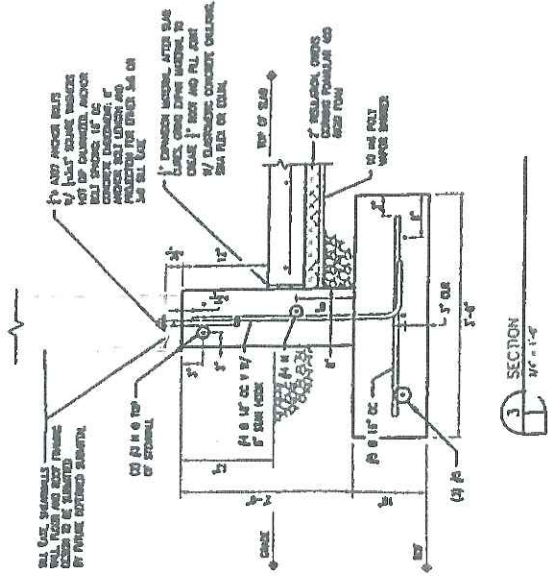
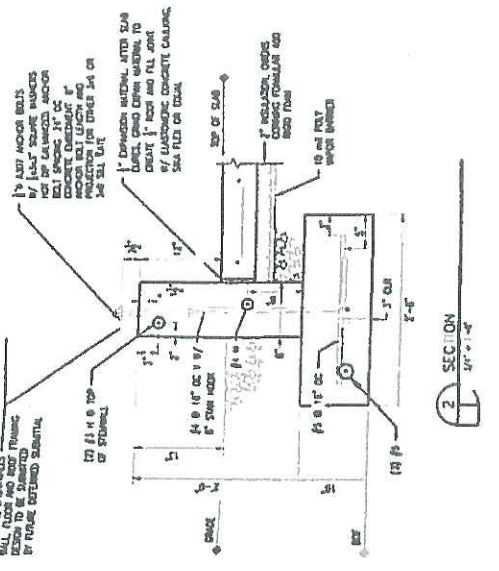
**D S OUTREAST**  
**DESIGN**  
4612 HALIBUT POINT ROAD  
NELSON BUILDING FOUNDATION  
CLINTON, OREGON 97114  
PHONE: (503) 247-5424  
FAX: (503) 247-5424

**PROJECT:** NELSON BUILDING FOUNDATION  
**CLIENT:** CONNOR NELSON  
4612 HALIBUT POINT ROAD  
CLINTON, OREGON 97114

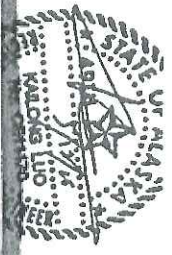
PROJECT NO. S201814  
SHEET NO. 2

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DATE: 4/20/11  
DVG BY: LG  
CHECKED BY:  
JOB ID: 16-TT



Floor 1-2 same foot print



DATE: 4/20/11  
DVG BY: LG  
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PAGE: P2 OF  
JOB ID: 16-TT

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TT86





**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-03: Retail Marijuana Store**

Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

**What is this form?**

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany the Marijuana Establishment Operating Plan (Form MJ-01), per 3 AAC 306.020(b)(11). Applicants should review Chapter 306: Article 3 of the Alaska Administrative Code. This form will be used to document how an applicant intends to meet the requirements of those regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

**What additional information is required for retail stores?**

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- On-site consumption
- Displays and sales
- Exit packaging and labeling
- Security

This form must be submitted to AMCO's main office before any retail marijuana store 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.

<b>Licensee:</b>	Green Leaf Inc	<b>License Number:</b>	10067		
<b>License Type:</b>	Standard Marijuana Retail Facility				
<b>Doing Business As:</b>	Green Leaf				
<b>Premises Address:</b>	4612 Halibut Point Road				
<b>City:</b>	Sitka	<b>State:</b>	ALASKA	<b>ZIP:</b>	99835



**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-03: Retail Marijuana Store**

Alcohol and Marijuana Control Office  
 550 W 7<sup>th</sup> Avenue, Suite 1600  
 Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
 Phone: 907.269.0350

**Section 2 – Prohibitions**

Applicants should review 3 AAC 306.310 and be able to answer "Agree" to all items below.

The retail marijuana store will not:

Agree Disagree

- |   |                                     |                          |
|---|-------------------------------------|--------------------------|
| Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Allow a person to consume marijuana or a marijuana product on the licensed premises, except as provided in 3 AAC 306.305(a)(4)  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

All customers will enter one main door into our Id check point. After age approval, Green leaf's bud tender will answer any questions, explain the store lay out and Green Leaf's point of sale process. During this interaction period, agents are trained to look for signs of impairment by listening to how the customer speaks, looking at their eyes, watching for impaired motor function, and watching out for wide mood swings. The facility will have very visible posted warning signs explaining that the establishment is not allowed to sell cannabis to anyone who is intoxicated. There will also be a designated area for all on-site consumption, and no outside marijuana will be permitted on the premises. If an agent suspects a customer of being intoxicated with any substance upon entrance, the customer will be asked to leave the premises and come back at a later date. If an individual enters before intoxication is detected, the bud tenders have the authority to refuse service to anyone, and to ask the customer to vacate the premises. A manager will be on hand to escort the customer off the premises.



**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-03: Retail Marijuana Store**

**Section 3 – On-site Consumption**

Yes No

Do you plan to request approval of the board with your initial application to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?

If "Yes", describe how you ensure that only marijuana or marijuana products that were purchased at your proposed premises are being consumed, per 3 AAC 306.305(a)(4):

Signs will be posted within the internal shopping area and by the entrance door in lobby area explaining that, by law, no marijuana from outside may be brought in or consumed on the premises. Baristas in the consumption area will be trained on how to talk to and deal with customers in the event that they see an individual pulling out marijuana flower or products which were not purchased on property. The customer will be reminded of the law and asked to put their personal marijuana property in their vehicle. More than one offense will result in a ban of that individual from the facility.

**Section 4 – Displays and Sales**

Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Visual examples and sniff jars for inspection and smelling will be placed in secure containers. Trained bud tenders will be walking around, interacting with customers and advising them on products, and prices. All sellable edibles, concentrates, and flowers will be stored behind the counters. Cashiers will take the customers orders and fulfill them from behind the counter. Concentrates and edibles will all be prepackaged and labeled. Flower will be sold in a hybrid system. Some will be prepackaged in heat sealed mylar bags (smell proof) in increments ranging from 1 g- 1 oz. These bags will be pre-labeled. Other options will be "Dell" style. Large glass jars with batch labeled strains will be on display. If a customer wants that strain, the agent will weigh flower at the check-out counter using a certified scale. The product will be placed into a child-proof container, and the packaging label will be adhered. The prepackaged products will be out of reach. Any edibles will be stored in a refrigerator. All sellable marijuana products will be moved into the safe room for night storage after the retail store closes.



**Alaska Marijuana Control Board**  
**Operating Plan Supplemental**  
**Form MJ-03: Retail Marijuana Store**

Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

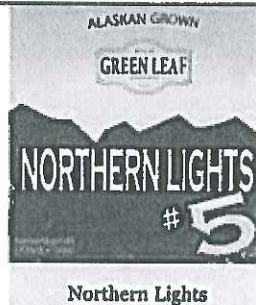
**Section 5 – Exit Packaging and Labeling**

Review the requirements under 3 AAC 306.345, and identify how the proposed establishment will meet the listed requirements.

Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

See page 6

Provide a sample label that the retail marijuana store will use to meet the labeling requirements under 3 AAC 306.645(b):



**Alaska Safety Warning:** Marijuana has intoxicating effects and may be habit forming and addictive. Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence. There are health risks associated with consumption of marijuana. For use by adults twenty-one and older. Keep out of the reach of children. Marijuana should not be used by women who are pregnant or breast feeding.

ALASKAN GROWN



NORTHERN LIGHTS

#5

Northernlights#5  
LICENSE # 10066

WWW.GREENLEAFALASKA.COM



FOR USE BY ADULTS TWENTY ONE AND OVER

**WARNING!**

Marijuana has intoxicating effects and may be habit forming. Marijuana can impair concentration, coordination and judgment. Do not operate a vehicle or machinery under its influence. There may be health risks associated with consumption of marijuana. Marijuana should not be used by women who are pregnant or breast feeding.

**KEEP OUT OF REACH OF CHILDREN**

LICENSE # 10066



Alaska Marijuana Control Board  
Operating Plan Supplemental  
Form MJ-03: Retail Marijuana Store

Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

(Additional Space as Needed):

The company quality control unit is directly responsible for inspecting and approving all cannabis flower and products, and any other related products that will be sold. This includes all packaging, cannabis equipment, labeling, and testing policies and results. The QCU will consist of selected members from Management and Ownership to ensure all aspects of the business are reviewed for total quality control. Cannabis products transported from cultivation or manufacturing facilities will be inspected by a QCU agent for quality and consistency with the travel manifest documentation. Once approved, inventory will be entered into the POS metric tracking system with all mandatory information designated by the MC Board. Purchase order entry information will be stored on a cloud server, and printed and stored as official business records. When cannabis-infused edibles and marijuana concentrates are delivered from a manufacturer, QCU will inspect the products for contamination, the travel manifest documentation consistency, and the label information. Labels will be checked for: (1) name and license number of the providing entity; (2) production lot and batch number; (3) strain information; (4) net weight of the product in the package (not including weight of packaging); and (5) packaging date and expiration date. The travel manifest paperwork will be checked for: (1) name and license number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler's card verification; and (6) the weight of the products transferred. The manager accepting the product will take photocopies of all paperwork involved in the transfer. Both the provider and the receiver of the marijuana products will sign paperwork expressing that all information is correct and the transfer took place.



Alaska Marijuana Control Board  
**Operating Plan Supplemental  
Form MJ-03: Retail Marijuana Store**

**Section 6 – Security**

**Identification Requirement to Prevent Sale to Person Under 21 (3 AAC 306.350):**

Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, per 3 AAC 306.350(a):

All customers will enter the main door into the reception area (no marijuana will be accessible in this area). Once an individual enters the facility into the reception area, a receptionist will greet the customer and check their government-issued ID for the age requirement. There will be an ID Guide at the desk to compare licenses for our customers from other states or countries. Agents will be trained to feel and bend the edges of the card. They should have a smooth, uniform edge, and the inside contents shouldn't separate, buckle, or come unglued. When the card is tilted in the light, there should be a foil or hologram that flashes. The icon should be a state crest, shape, or name. The receptionist will be given a 10x magnifying glass to read the microprint on the card that many states have. Fake IDs generally have a solid line instead of fine print. Agents will be instructed to study the cardholder to match the photo, and to ask questions about the zip code and birth date on the card.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.


  
Signature of licensee

AARON BEAN  
Printed name

Subscribed and sworn to before me this 20 day of September, 2014.

STATE OF ALASKA  
NOTARY PUBLIC  
FLORIOSE P. DAVIS  
My Commission Expires 08/29/2020



  
Notary Public in and for the State of Alaska.  
My commission expires: 08/29/2020





Alaska Marijuana Control Board

# Form MJ-07: Public Notice Posting Affidavit

330 W. 7th Avenue, June 2000  
Anchorage, AK 99501  
marijuana.licensing@alaska.gov  
https://www.commerce.alaska.gov/web/amco  
Phone: 907.269.0350

### What is this form?

A public notice posting affidavit is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(10). As soon as practical after initiating a new marijuana establishment license application, an applicant must give notice of the application to the public by posting a copy of the application (produced by the board's application website) for ten (10) days at the location of the proposed licensed premises and one other conspicuous location in the area of the proposed premises, per 3 AAC 306.025(b)(1).

This form must be completed and submitted to AMCO's main office before any 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:	Green Leaf Inc	License Number:	10067
License Type:	Retail Marijuana Store		
Doing Business As:	Green Leaf		
Premises Address:	4612 Halibut Point Road		
City:	Sitka	State:	AK
		ZIP:	99835

## Section 2 - Certification

I certify that I have met the public notice requirement set forth under 3 AAC 306.025(b)(1) by posting a copy of my application for the following 10-day period at the location of the proposed licensed premises and at the following conspicuous location in the area of the proposed premises:

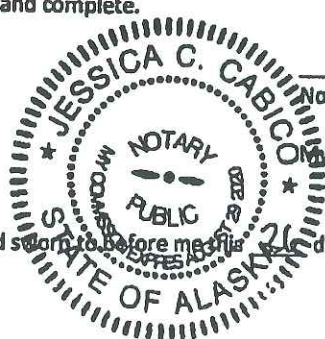
Start Date: 3/17/14 End Date: 3/27/14

Other conspicuous location: Post office: 1207 Sawmill creek rd Sitka

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

  
Signature of licensee

AARON BEAN  
Printed name of licensee



JCCabico  
Notary Public in and for the State of Alaska

My commission expires: August 29, 2020

Subscribed and sworn to before me this 26 day of October, 2014.



Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a new marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application (produced by the board's application website) to the local government and any community council in the area of the proposed licensed premises.

This form must be submitted to AMCO's main office before any 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:	Green Leaf Inc	License Number:	10067
License Type:	Retail Marijuana Store		
Doing Business As:	Green Leaf		
Premises Address:	4612 Halibut Point Road		
City:	Sitka	State:	ALASKA
		ZIP:	99833

Section 2 - Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government and community council (if applicable):

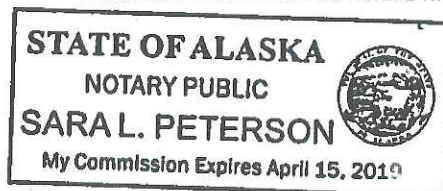
Local Government: City and Borough of Sitka Date Submitted: 4-18-2016

Community Council: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
(Municipality of Anchorage and Matanuska-Susitna Borough only)

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

[Signature]  
Signature of licensee

Subscribed and sworn to before me this 18 day of April, 2016.



Sara L Peterson  
Notary Public in and for the State of Alaska.

My commission expires: 4-15-2019



Alaska Marijuana Control Board

## Form MJ-09: Statement of Financial Interest

### What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) and affiliate (as defined in 3 AAC 306.990(a)(1)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each proposed licensee or affiliate before any 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:	Green Leaf Inc	License Number:	10067
License Type:	Retail Marijuana Store		
Doing Business As:	Green Leaf		
Premises Address:	4612 Habitat Point Road		
City:	Sitka	State:	AK ZIP: 99835

### Section 2 - Individual Information

Enter information for the individual licensee or affiliate.

Name:	Aaron Bears
Title:	CEO
SSN:	[REDACTED]



Alaska Marijuana Control Board

# Form MJ-09: Statement of Financial Interest

330 W 7 AVENUE, SUITE 1000  
Anchorage, AK 99501  
[marijuana.licensing@alaska.gov](mailto:marijuana.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

## Section 3 – Certifications

I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

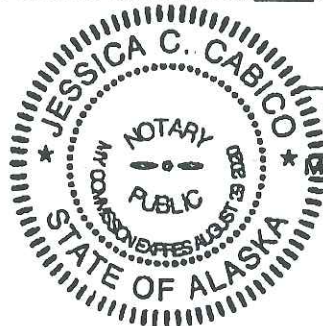
I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I declare under penalty of perjury that I have examined this form, including all accompanying schedules and statements, and to the best of my knowledge and belief find it to be true, correct, and complete.

  
\_\_\_\_\_  
Signature of licensee/affiliate

AARON BEAN  
\_\_\_\_\_  
Printed name

Subscribed and sworn to before me this 26 day of October, 2014.



  
\_\_\_\_\_  
Notary Public in and for the State of Alaska.

My commission expires: Aug. 29, 2020

# Alcohol & Marijuana Control Office

**License Number:** 10067

**License Status:** New

**License Type:** Retail Marijuana Store

**Doing Business As:** GREEN LEAF

**Business License Number:** 1032755

**Designated Owner:** Green Leaf, Inc.

**Email Address:** aaronbean28@gmail.com

**Latitude, Longitude:** 57.915000, -135.233700

**Physical Address:** 4612 Halibut Point Rd  
Sitka, AK 99835  
UNITED STATES

## Owner #1

**Owner Type:** Entity

**Alaska Entity Number:** 10036065

**Alaska Entity Name:** Green Leaf, Inc.

**Phone Number:** 907-738-8923

**Email Address:** aaronbean28@gmail.com

**Mailing Address:** 215 Peterson Ave  
Sitka, AK 99835  
UNITED STATES

## Affiliate #1

**Owner Type:** Individual

**Name:** Aaron Bean

**SSN:** [REDACTED]

**Date of Birth:** 06/06/1979

**Phone Number:** 907-738-8923

**Email Address:** aaronbean28@gmail.com

**Mailing Address:** 215 Peterson Ave  
Sitka, AK 99835  
UNITED STATES

**Agreement to Lease  
4612 Halibut Point Road Sitka, Alaska 9985**

AGREEMENT TO LEASE 4612 Halibut Point Road Sitka, Alaska 99835 made this day 4th of October 2016, between: Connor Nelson (hereafter referred to as "Landlord") and Green Leaf, Inc., an Alaskan Corporation (hereafter referred to as "Tenant."). Tenant and Landlord collectively referred to as the "Parties." This Agreement to Lease is referred to throughout the Agreement to Lease as "Lease" and/or "Agreement."

In consideration of acts performed and to be performed, mutual promises made and exchange, monies paid and other good and valuable considerations, receipt of which is hereby acknowledged, and parties agree as follows:

**Section 1. LEASED PREMISES.**

Landlord hereby leases to Tenant, and Tenant leases from Landlord, on a NNN basis, approximately 1060 square feet of ground floor retail space, and 1060 feet of onsite consumption on second floor space; at the premises situated in the Sitka Recording District, Third Judicial District, State of Alaska, more particularly described as: 4612 Halibut Point Road Sitka, Alaska 99835. Parking will be addressed by separate written understanding.

**Section 2. OCCUPANCY DATE**

Occupancy date shall be November 1st, 2016.

**Section 3. RATE**

For the time period of November 1, 2016 to April, 1<sup>st</sup> 2022, the rental rate of the premises shall be totaling a monthly payment of \$2,400 plus tax paid by Tenants to Landlord no later than the 5<sup>th</sup> day of each month. Thereafter, commencing on April 1<sup>st</sup>, 2017. If no prior arrangement is made late fees shall be \$50.00 dollars per day after a grace period of 3 business days.

**Section 4. LENGTH OF TERM.**

The length of the term of this Lease shall be for 5 years from the date of Commencement of Term unless sooner terminated or extended as herein provided.

**Section 5. TENANT'S OPTION TO RENEW LEASE.**

Tenant, at Tenant's option, shall have the option to renew Lease for an additional three (3) year term to be negotiated between landlord and tenant.

**Section 6. OPTION TO PURCHASE**

Tenant's shall have the Option to Purchase the leased space described herein at any time during

the Term of this lease. In the event Tenant's exercise this Option, Tenant's shall purchase from Landlord the Premises at a purchase price to be negotiated and on terms to be negotiated. This section is subject to the units being approved through the condo process.

#### **Section 7. FIRST RIGHT OF REFUSAL.**

Tenant shall have an ongoing, and exclusive right of first refusal (herein after referred to as "Right of First Refusal") to lease or purchase the area comprising of leased space described in section 1 of this lease agreement. The Right of First Refusal shall be exercisable by Tenant only if no event of default by Tenant under this Lease then exists and is continuing beyond the expiration of any notice and cure periods applicable thereto under the Lease, as of the date of submission of the Offer (as defined below) by Landlord to Tenant.

#### **Section 8. OFFER TO LEASE OR PURCHASE FROM THIRD PARTY.**

If Landlord receives a bona fide offer (the "Offer") from a prospective tenant to lease or purchase all or any part of the Right of First Refusal Space at the end of the Three (3) year lease term period provided herein, Landlord shall give Tenant written notice of same setting forth all of the material terms and conditions of such Offer (the "Offer Notice").

Tenant shall have Twenty (20) business days after receipt of the Offer Notice to exercise the Right of First Refusal by written notice to Landlord of its intent to exercise. If Tenant exercises the Right of First Refusal, Tenant shall be required to lease or purchase all of the Right of First Refusal Space that is the subject of the Offer. If Tenant fails to notify Landlord of its election within the aforesaid Twenty (20) business day period, Tenant shall be deemed to have waived the Right of First Refusal with respect to the Offer.

#### **Section 9. SECURITY DEPOSIT.**

On the execution of this lease, Tenant shall pay Landlord a refundable security deposit of \$ 100 to be held as a security deposit to assure payment of further rent and as security against any default or breach of this lease by tenant. If Tenant defaults with respects to any provision of this Lease, including but not limited to the provisions relating to the payment of rent, Landlord may use apply or retain all or any part of this security deposit for payment of any rent or any other sum in default, or for the payment of any amount which Landlord may spend or become obligated to spend by reasons of Tenant's default, or to compensate Landlord for any other loss or damage which Landlord may suffer by reasons of Tenant's default. Tenant shall be entitled to return of deposit, less any damages to the Premises beyond usual wear and tear at the end of this Lease.

#### **Section 10. UTILITIES AND SERVICES.**

Tenant shall pay all of Operating Expenses (i.e. Gas, Electric, Refuse, Water/Sewer, Liability Insurance, etc.) for the entire portion of the Premises.

Tenant shall be responsible for establishing the appropriate utility services in their name and for paying the deposits and service charges. Any requirement for services and utilities over and above those customarily used by light retail and/or commercial kitchen use shall be provided by tenant.

#### **Section 11. MAINTENANCE of PREMISES.**

Landlord shall, at his own expense, maintain and keep in good repair foundations, exterior walls, (other than the windows and glass), roof, and other structural portions of the lease premises and all mechanical portions (heating, plumbing, electrical, etc.). Tenant shall, at his own expense, maintain the windows, glass, and interior of the Lease premises at all times in good condition and repair, and shall commit no waste of any kind in, on or about the Lease premises, nor create or suffer a nuisance. Tenant specifically acknowledges that it has inspected the premises prior to entering into Lease and accepts the premises in their present condition without any further repairs or maintenance to be required of landlord. At the expiration of this Lease, Tenant shall surrender the leased premises to the Landlord in good condition, normal wear and tear excepted; and shall pay for any and all damage to the Lease premises, and it's apparatus or appurtenances, the building in which the lease premises are situate, and the personal property of Landlord. If abnormal wear and tear or abuse or waste of the Lease premises is found during the term of this Lease, Tenant shall, upon demand by Landlord, immediately eliminate such abnormal wear and tear or abuse or waste and restore the leased premises to their condition at the beginning of this Lease, normal wear and tear excepted.

#### **Section 12. USE OF PREMISES**

Use of the leased premises by tenant is limited to business and commercial use, and the premises shall not be used for any other purpose without the express written consent of the landlord. Landlord is aware and agrees that Tenant shall operate a retail marijuana establishment business. Tenant agrees to comply with all municipal borough, state, and other governmental laws, statutes, ordinances, rules and regulations, including, but not limited to zoning ordinances, health and safety and environmental regulations. With respect to the marijuana retail store establishment, Tenant shall operate its establishment in a manner that respects the COLE Memorandum Priorities and shall not violate said priorities identified below:

- Preventing the distribution of marijuana to minors;
- Preventing revenue from the sale of marijuana from going to criminal enterprises, gangs, and cartels;
- Preventing the diversion of marijuana from states where it is legal under state law in some form to other states;
- Preventing state-authorized marijuana activity from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal activity;
- Preventing violence and the use of firearms in the cultivation and distribution of marijuana;
- Preventing drugged driving and the exacerbation of other adverse public health consequences associated with marijuana use;
- Preventing the growing of marijuana on public lands and the attendant public safety and environmental dangers posed by marijuana production on public lands; and



- Preventing marijuana possession or use on federal property.

### **Section 13. VEHICULAR INGRESS and EGRESS.**

Tenant shall have the right to use all means of common ingress and egress to the leased premises, but shall comply with all reasonable rules and regulations pertaining to the same which have been or may be imposed by landlord to control such means of ingress and egress.

### **Section 14. LIENS and ENCUMBRANCES.**

Tenant and Landlord shall keep the property free and clear of all liens and encumbrances, including mechanics and material liens, mortgages and deeds of trust, arising or growing out of its use, improvements, additions, alterations or occupancy of the premises.

### **Section 15. INDEMNIFICATION and INSURANCE.**

***Tenant Indemnification.*** Tenant agrees to indemnify and save Landlord harmless from and against any and all claims arising from any act of gross negligence of Tenant, it's contractors, licensees, agents, servants, customers, visitors or employees, arising from any accident, injury or damage to any person or connection with any such claim or proceeding brought thereon.

***Landlord Indemnification.*** Landlord agrees to indemnify and save Tenant harmless from and against any and all claims arising from any act of gross negligence of Landlord, it's contractors, licensees, agents, servants, customers, visitors or employees, arising from any accident, injury or damage to any person or connection with any such claim or proceeding brought thereon.

***Fire and Extended Coverage Insurance.*** Landlord shall keep and maintain fire and extended coverage insurance on the building in such amounts as it deems appropriate. Any increase in the premium (over that in effect prior to the commencement of this lease) resulting from the use of the premises by Tenant shall be paid by Tenant.

***General Comprehensive Liability Insurance.*** Tenant shall keep and maintain general comprehensive liability insurance with single limits coverage in an amount of \$1,000,000.00 for personal injury, property damage and third party liability throughout the duration of this Lease.

### **Section 16. EMINENT DOMAIN.**

If the premises shall be taken substantially in it's entirety by right of eminent domain, this Lease shall cease as of the date possession is taken by the condemning authority and the rent shall be paid through that date. If only part of the premises shall be taken, then the Lease shall continue in effect with a reduction in rent in proportion to the amount of leased area taken at the option of Tenant.

### **Section 17 FIRE and OTHER CASUALTY.**

In the event the premises are destroyed or damaged by fire, earthquake or other casualty to such an extent as to render it untenable in whole or in a substantial part, the monthly rental shall be abated in the proportion of which the untenable portion of the premises bears to the whole of the premises. After the happening of any such casualty, Tenant shall give landlord immediate written notice of such. In the event that the premises shall be destroyed or damaged by fire, earthquake or other casualty to such an extent Tenant deems that operation of its businesses in the premises is not practicable, economical or desirable, then Tenant has the option to terminate this Lease. If Tenant elects to remain in the premises, than Landlord shall commence and use best efforts to complete the work necessary to restore or repair the premises. During the period the premises are being repaired, the monthly rent shall be abated in the proportion of which the untenable portion of the premises bears to the whole thereof.

**Section 18 ASSIGNMENT AND SUBLEASE.**

Tenant may, with prior notice to or approval from Landlord, sublease the premises or portion of the premises.

**Section 19 PROHIBITION of INVOLUNTARY ASSIGNMENT; EFFECTS of BANKRUPTCY or INSOLVENCY.**

Neither this lease nor any interest of tenant in the premises shall be subject to involuntary assignment, transfer or sale by operation of law, nor in any other manner whatsoever; and any such attempt at involuntary assignment, transfer or sale shall have the effect of voiding the interest sought to be assigned, transferred or sold, and shall be of no other effect whatsoever. In the event Tenant is adjudged insolvent, or make an assignment for the benefit of creditors, or if a receiver is appointed for a tenant with authority to take possession or control of the property or the business conducted thereon by Tenant, and such receiver is not discharged within a period of thirty (30) days after its appointment, that event shall constitute a material breach of this Lease by Tenant and shall, at the sole and exclusive option of the Landlord, and without the necessary of entry, notice, or other action by landlord, terminate this Lease and all rights of Tenant under this Lease in and to the property, and terminate all rights of any and all persons claiming under Tenant.

**Section 20. NON-WAVER of DEFAULT.**

Neither the acceptance of rent nor any other act or omission of Landlord at any time after the happening of any event which would entitle Landlord to terminate this lease or to declare Tenant's interest hereunder forfeited, shall operate as a waiver of any past or future violation, breach default, or failure to keep or perform any covenant, agreement, term or condition hereof or to deprive landlord of its rights to terminate or forfeit this Lease or be constructed to at any future time stop Landlord from promptly exercising any option, right or remedy that it may have under any term or provision of this Lease.

**Section 21. HOLDING OVER.**

In the event that Tenant remains in possession of the premises after the expiration of the term of this Lease, Tenant shall be deemed to be occupying the premises as a month-month tenant, subject to all of the conditions, provisions, terms and obligations of this lease insofar as they may be applicable to a month-month tenant. Such tenancy may be terminated as provided for by the

laws of the State of Alaska.

**Section 22. ACCESS and INSPECTION.**

Upon no less than twenty-four hours' notice, Tenant will permit Landlord or its agents to enter the Premises during business hours, hereinafter defined as from 9:00 a.m. to 6:00 p.m. on weekdays and from 8:00 a.m. to 1:00 p.m. on Saturdays, excluding legal holidays to inspect, clean, repair, alter, or improve the Premises, or to show the Premises to prospective Purchasers or tenants. In exercising its rights under this section, Landlord will not unreasonably interfere with the conduct of Tenant's business. Landlord's agent or employee shall be over the age of 21 and shall comply with Tenant's visitor policy, show government issued ID, wear a visitor badge, remain in eye sight of a designated Tenant agent, comply with and sign into the log in sheet and sign out when leaving the premises, as is required by the Alaska Marijuana Control Board Regulations. At no time shall Landlord have more than five persons enter the premises.

**Section 23 LICENSE FEES and TAXES.**

Tenant shall pay any and all license or excise fees and occupation taxes covering businesses conducted in, on or about the premises, and any sales taxes which may become due and payment on rentals hereunder. Tenant shall be responsible for paying all real property taxes for the premises. Upon reasonable request, Tenant shall furnish landlord with evidence of payment of personal property, withholding, or other taxes which, if unpaid, might lead to a lien upon the leasehold interest of tenant in the property.

**Section 24 DEFAULT.**

In the event that either Party should materially violate or breach or fail to perform any covenant, agreement, term or condition of this lease, warranty, representation, including, but not limited to, failure to remit payment of rent, lien-free unencumbered nature of the premises, the non-defaulting Party may, at its sole and exclusive option, and in addition to any other rights and remedies it may have under the law: (a) terminate this Lease; and/or (b) pursue legal recourse to recoup damages incurred and monies lost.

**Section 25 SIGNS.**

Tenant has the right to place signage on the exterior of the building. Any additional signage shall require Landlord's written permission, which shall not be unreasonably withhold. All signs or symbols placed in windows, or doors, or elsewhere in, on or about the premises by Tenant shall meet the requirements of the city and borough of Sitka and application laws and regulations of the State of Alaska.

**Section 25 PARTIES BOUND.**

The covenants, terms, and conditions contained herein shall be binding upon the heirs, devisee, administrations, executors, and successors in interest of the parties.

**Section 26 SEVERABILITY.**

If any provision of this lease shall be declared invalid or unenforceable, the remainder the

remainder of the lease shall continue in full force and effect.

**Section 27 MODIFICATION.**

No modification of this lease shall be effective unless in writing and signed by the parties hereon or their duly authorized representatives.

**Section 28 NOTICES.**

All notices required under the terms of this lease or by law shall be in writing, shall contain a clear and concise statement setting forth the reasons therefore, and shall be personally delivered or sent by certified mail, return receipt requested, to the appropriate party at the address specified hereafter or such other address as the party may designate in writing to the other party from time to time. In the event that a property sent notice is returned undelivered, the notice shall nonetheless be effective.

**Section 29 CHANGE IN LAW; STATE LICENSURE; FEDERAL POLICY SHIFT**

The purposed use of the building is to operate a marijuana retail establishment in one section of the building and a separate and distinct accessory business in a separate section of the premises. In the event Tenant is, despite its best efforts, unable to obtain state and local licenses and special land use approvals, Tenant shall, at Tenant's option, be released from the terms of this Lease but shall forfeit monies already paid to date, including Security Deposit.

In the event state or local law changes in a manner that makes the marijuana establishment illegal under state and/or local law, Tenant shall be released from the remaining terms of the Lease, receive its security deposit back less any charges for damages that are not normal wear and tear, but shall forfeit any rent paid to date.

In the event there is a policy shift in the Federal Government and/or Department of Law, and Tenant's (or other similar establishments in Alaska) become the Target of Federal prosecution or state prosecution, all parties to this Lease will be released from the Agreement entirely.

**Section 30. ENTIRE AGREEMENT.**

This written agreement constitutes the entire agreement between the parties and supersedes all other prior or contemporaneous agreements, oral or written, not included herein.

Agreed to and understood by the Parties on this 17<sup>th</sup> day of October, 2016, executed by individuals whom represent themselves authorized to bind the Parties to this Lease:

Landlord: Connor Nelson

  
\_\_\_\_\_  
Connor Nelson

Tenant: Green Leaf, Inc.

  
\_\_\_\_\_  
Aaron Bean, CEO

# Affidavit of Publication

STATE OF ALASKA  
FIRST JUDICIAL DISTRICT ) ss.  
AT SITKA, ALASKA

Travis Smith, being first sworn, says she or he  
is the publisher, managing editor or business manager of the DAILY SITKA  
SENTINEL, a newspaper printed and published in Sitka, Alaska, and le-  
gally qualified as a medium of official and legal publications, and that the  
Legal Notice a copy of

which is hereto annexed, was published in the Daily Sitka Sentinel on:

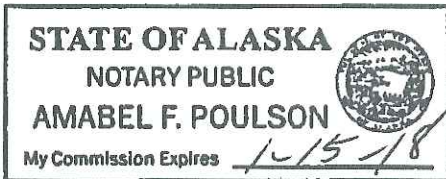
2/26 . 3/4 . 3/11 .  
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\_\_\_\_\_. \_\_\_\_\_ . \_\_\_\_\_ .  
\_\_\_\_\_. \_\_\_\_\_ . \_\_\_\_\_ .

Signature \_\_\_\_\_

Sworn and subscribed to  
before me this 14 day of March, 2016

Notary Public for Alaska Amabel F. Poulson

My commission expires \_\_\_\_\_, 20\_\_\_\_\_



**LEGAL NOTICE**  
Green Leaf, Inc. is applying for a new Retail Marijuana Store Li-  
cense 3 AAC 306.300, doing business as GREEN LEAF located  
at 4612 Halibut Point Rd, Sitka, AK, 99835, UNITED STATES.  
Interested persons should submit written comment or objection  
to their local government, the applicant, and to the Alcohol &  
Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchor-  
age, AK 99501.  
**Published: February 26, March 4, March 11, 2016**