

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION REGULAR MEETING AGENDA

April 14, 2016

7:00 pm

Agenda

A. CALL TO ORDER/ROLL CALL

B. AMENDMENTS TO THE AGENDA

C. APPROVAL OF MINUTES: December 10, 2015; January 14, 2016; March 10, 2016;
Special March 29, 2016

D. PERSONS TO BE HEARD

E. CORRESPONDENCE

- 1) Corps of Engineers Public Notice for fill for Big Bites Fishing.
- 2) Letter to Jason and Melissa Hollibaugh of Meyers Chuck from Zoning Administrator Carol Rushmore regarding unallowable use of property.

F. OLD BUSINESS

- 1) Discussion of potential land use issues, impacts and regulations for marijuana cultivation, testing, manufacturing and retail businesses within the City and Borough of Wrangell

G. NEW BUSINESS

- 1) Consideration of request from Sea Level Seafoods requesting to purchase land in the Heritage Harbor parking lot.
- 2) Request for a Contract Zone for a Transportation office, storage, and equipment maintenance area on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella.
- 3) Appeal of Zoning Administrators determination that Marijuana Cultivation and Marijuana Manufacturing are not allowed uses within the Commercial District as proposed on Lot 1, Block 1A, USS 1119 Zoned Commercial, owned by Kelsey Martinsen and Sarinee Nuamnui.

H. PUBLIC COMMENT

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

J. ADJOURNMENT



US Army Corps
of Engineers
Alaska District

Public Notice of Application for Permit

Regulatory Division (1145)
CEPOA-RD
Post Office Box 6898
JBER, Alaska 99506-0898

Public Notice Date:	April 4, 2016
Expiration Date:	May 3 2016
Reference Number:	POA-2014-109
Waterway:	Zimovia Strait

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States as described below and shown on the enclosed project drawings.

Comments on the described work, with the reference number, should reach this office no later than the expiration date of this Public Notice to become part of the record and be considered in the decision. Please contact Jack Hewitt at (907) 753-2708, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at jack.j.hewitt@usace.army.mil if further information is desired concerning this notice.

APPLICANT: Big Bites Fishing, Post Office Box 80, Wrangell, Alaska 99929.

AGENT: R&M Engineering-Ketchikan, Inc., 355 Carlanna Lake Road, Ketchikan, Alaska 99901.

LOCATION: The project site is located within Section 20, T. 63 S., R. 84 E., Copper River Meridian, USGS Quad Map: Petersburg B-2, Latitude 56.3984° N., Longitude 132.3388° W., 5.5 miles south of the Wrangell Airport on the Zimovia Highway, adjacent to the Silver Bay Mill Site property, in Wrangell, Alaska.

SPECIAL AREA DESIGNATION: The project is located within the Tongass National Forest.

PURPOSE: The applicant's stated purpose is to construct a facility to moor boats and planes used for commercial activities associated with Big Bites Fishing. The bulkhead would facilitate loading and unloading of commercial gear, and the harbor would provide moorage for the applicant's seaplane and vessels, as well as the vessels of the adjacent lodge.

PROPOSED WORK: Construct a 580' long causeway/breakwater with a 10' wide top and a base that varies in width from 46' at the high tide line (HTL) and 62' at the seaward end. The end of the breakwater would have a 20' wide by 100' long top surface, with a 50' wide base, to be used as a turn-around/loading/unloading area. The causeway would have a 1.5:1 slopes and be armored with rip rap, except on the seaward side which would have a vertical pile supported bulkhead. Dredge a 20' by 120' basin in front of the bulkhead, and a 120' by 180' boat basin with a 17' wide by 300' long entrance channel, to a depth of -6' mean low low water (MLLW). The dredged material would be used to construct the core of the causeway, which would then be capped with shot rock and armored with rip rap. Construct a 30' by 60' boat/seaplane ramp, and 60' by 80' pad adjacent to the ramp for vessel/aircraft maintenance and winter storage. Install a 5' wide by 70' long aluminum gangway, a 10' by 70' concrete float, and a 10' by 50' concrete t-float within the boat basin. The gangway and floats would be anchored with eight 12" diameter steel piles. A total of 11,345 cubic yards (cy) of substrate would be dredged from a 39,200 square feet (0.90 acre) area. All of the dredged material, 7,500 cy of shot rock, and 6,000 cy of rip rap, for a total fill volume of 24,845 cy, would be discharged into a 1.25 acre footprint below the HTL. All work would be performed in accordance with the enclosed plan, 8 sheets, dated 1-21-16.

APPLICANT PROPOSED MITIGATION: The applicant proposes the following mitigation measures to avoid, minimize, and compensate for impacts to waters of the United States from activities involving discharges of dredged or fill material.

a. Avoidance: The overall project footprint has been designed to be the smallest practicable area that fulfills the project purpose and need. The reduced footprint results in avoiding the placement of additional fill into waters of the U.S.

b. Minimization: The proposed fill footprint has been designed to be the smallest practicable area for the proposed operation. Fabric would be placed between the rip rap and shot rock to minimize movement of fine sediments. Construction activities would occur from the upland side of the project, during low tidal stages, to reduce the potential for disturbance beyond the fill area.

The breakwater has been designed to the minimum width necessary to allow access to the loading/unloading area. The dredged area adjacent to the loading/unloading area is the minimum size necessary to safely navigate vessels. The proposed harbor design minimizes the basin area and reduces impacts to aquatic resources. All dredging activities would be coordinated with ADF&G recommended work windows.

c. Compensatory Mitigation: No compensatory mitigation is proposed for this project.

WATER QUALITY CERTIFICATION: A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

CULTURAL RESOURCES: The latest published version of the Alaska Heritage Resources Survey (AHRS) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There is a report of a petroglyph site at Shoemaker Bay, in the vicinity of the worksite. Because the property has been determined to lie within the project area, a determination of eligibility and, if needed, a determination of effect will be made in consultation with the State Historic Preservation Officer (SHPO).

Consultation of the AHRS constitutes the extent of cultural resource investigations by the District Commander at this time. This application is being coordinated with SHPO. Any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work.

ENDANGERED SPECIES: The project area is within the known or historic range of humpback whales (*Megaptera novaeangliae*). We have determined the described activity may affect this threatened species and the appropriate consultation procedures under section 7 of the Endangered Species Act with the National Marine Fisheries Service (NMFS) will be initiated. Any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

ESSENTIAL FISH HABITAT: The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of Pacific salmon: pink salmon (*Oncorhynchus gorbuscha*), chum salmon (*Oncorhynchus keta*), coho salmon (*Oncorhynchus kisutch*), sockeye salmon (*Oncorhynchus nerka*), and chinook salmon (*Oncorhynchus tshawytscha*).

The Corps has determined that the described activity may adversely affect the species listed above. The project would place fill into 1.25 acres of intertidal and subtidal habitat, and the proposed dredging activity would alter bottom elevations over a 0.90 acre area. This work could affect migration patterns and survival rates of smolt within the project area. We will follow the appropriate course of action under Section 305(b)(2) of the Magnuson-Stevens Act. Any comments the National Marine Fisheries Service may have concerning essential fish habitat will be considered in our final assessment of the described work.

TRIBAL CONSULTATION: The Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This Public Notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

PUBLIC HEARING: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments.

The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

District Commander
U.S. Army, Corps of Engineers

Enclosures

STATE OF ALASKA

DEPT. OF ENVIRONMENTAL CONSERVATION
DIVISION OF WATER
401 Certification Program
Non-Point Source Water Pollution Control Program

DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WQM/401 CERTIFICATION
555 CORDOVA STREET
ANCHORAGE, ALASKA 99501-2617
PHONE: (907) 269-7564/FAX: (907) 334-2415

NOTICE OF APPLICATION FOR STATE WATER QUALITY CERTIFICATION

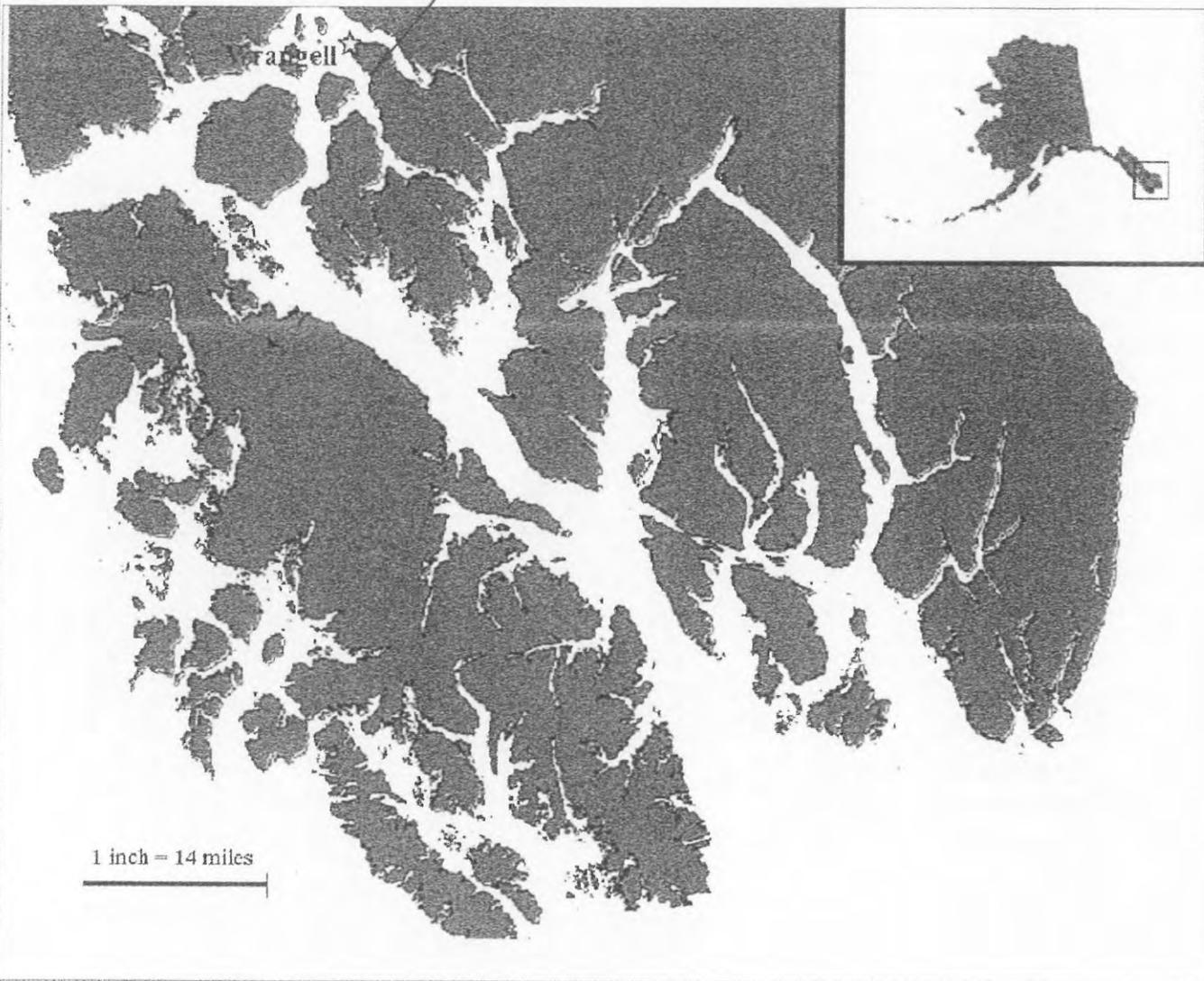
Any applicant for a federal license or permit to conduct an activity that might result in a discharge into navigable waters, in accordance with Section 401 of the Clean Water Act of 1977 (PL95-217), also must apply for and obtain certification from the Alaska Department of Environmental Conservation that the discharge will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. By agreement between the U.S. Army Corps of Engineers and the Department of Environmental Conservation, application for a Department of the Army permit to discharge dredged or fill material into navigable waters under Section 404 of the Clean Water Act also may serve as application for State Water Quality Certification.

Notice is hereby given that the application for a Department of the Army Permit described in the Corps of Engineers' Public Notice No. **POA-2014-109, Zimovia Strait**, serves as application for State Water Quality Certification from the Department of Environmental Conservation.

After reviewing the application, the Department may certify there is reasonable assurance the activity, and any discharge that might result, will comply with the Clean Water Act, the Alaska Water Quality Standards, and other applicable State laws. The Department also may deny or waive certification.

Any person desiring to comment on the project, with respect to Water Quality Certification, may submit written comments to the address above by the expiration date of the Corps of Engineer's Public Notice.

PROJECT LOCATION



GENERAL MAP

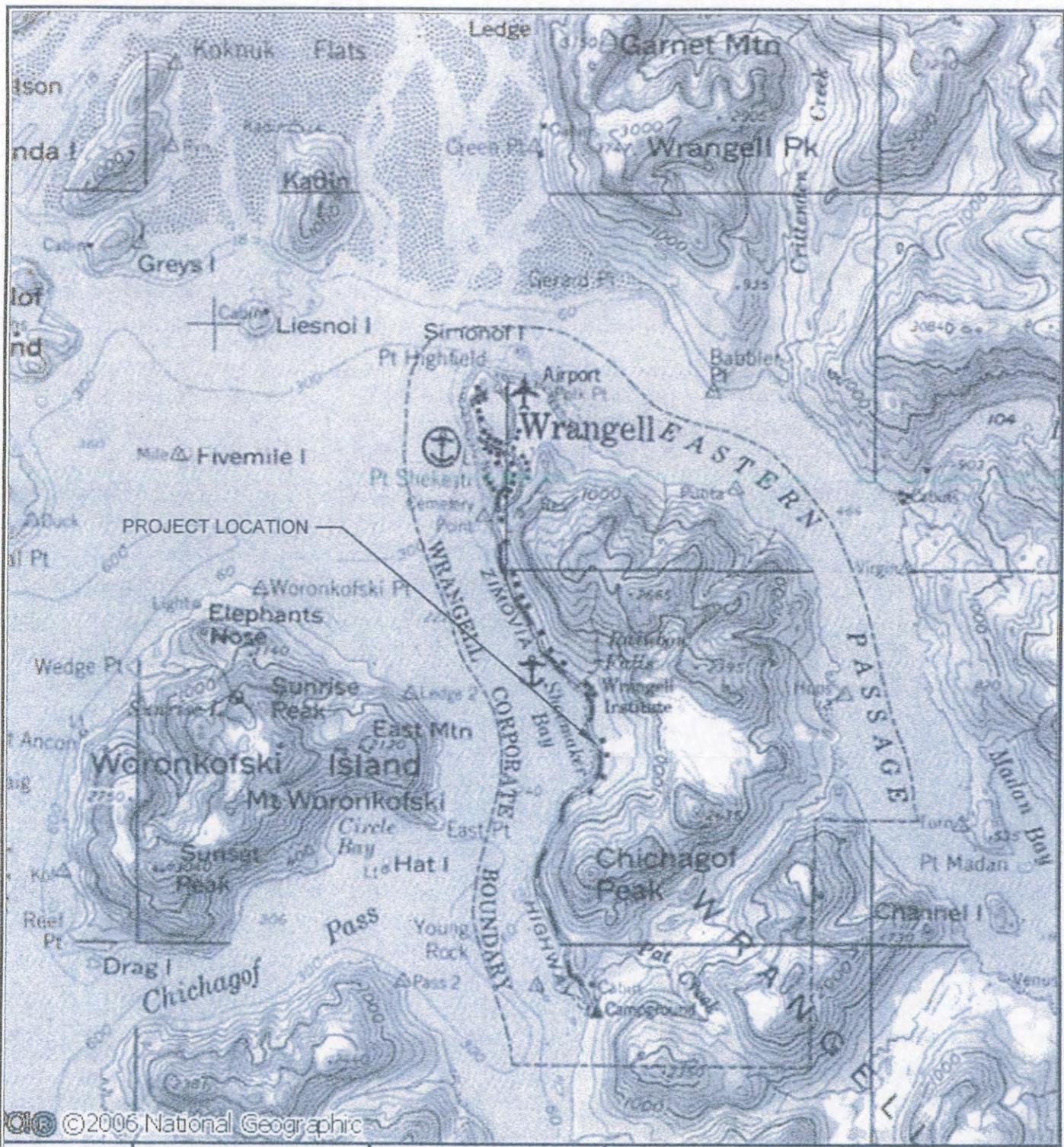
APPLICATION BY:
Mark Mitchell P.O.
Box 80 Wrangell,
AK 99929

**MARK MITCHELL CAUSEWAY
AND FLOAT PROJECT**

AT: WRANGELL
LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16

SHEET 1 OF 8



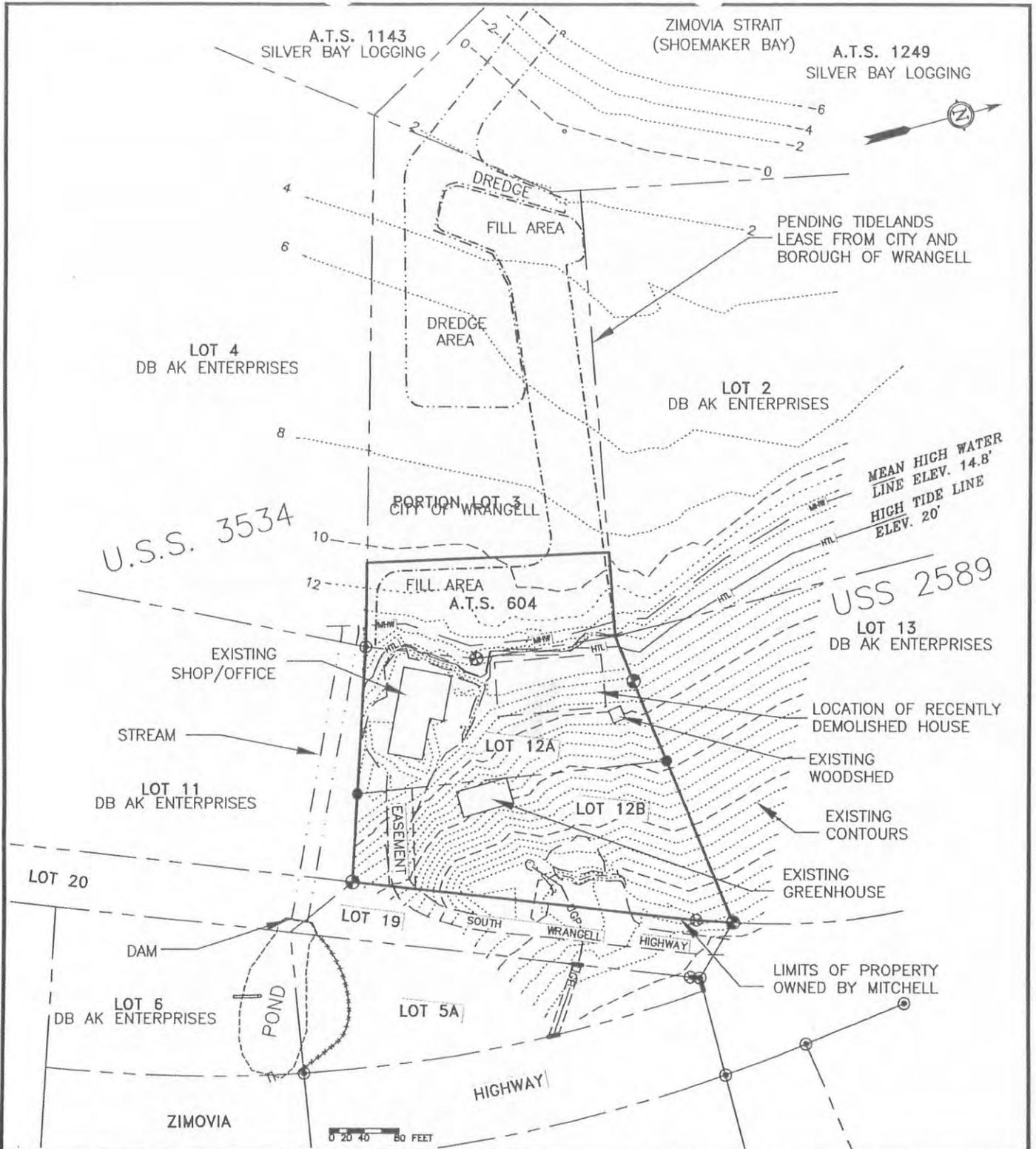
© 2006 National Geographic

VICINITY MAP

APPLICATION BY:
 Mark Mitchell P.O.
 Box 80 Wrangell,
 AK 99929

**MARK MITCHELL CAUSEWAY
 AND FLOAT PROJECT**

AT: WRANGELL
 LOCATED IN: T.63S., R.84E., SECTION 20
 Lat 56°23'55.75"N, Long. 132°20'24.21"W
 DATE: 1-21-16 SHEET 2 OF 8



TIDAL DATA SOURCE:
NOAA NAUTICAL CHART
#17382 1981 REVISION
SCALE: 1"=150'

**EXISTING
CONDITIONS /
WETLANDS MAP**

APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

MARK MITCHELL
CAUSEWAY AND FLOATS

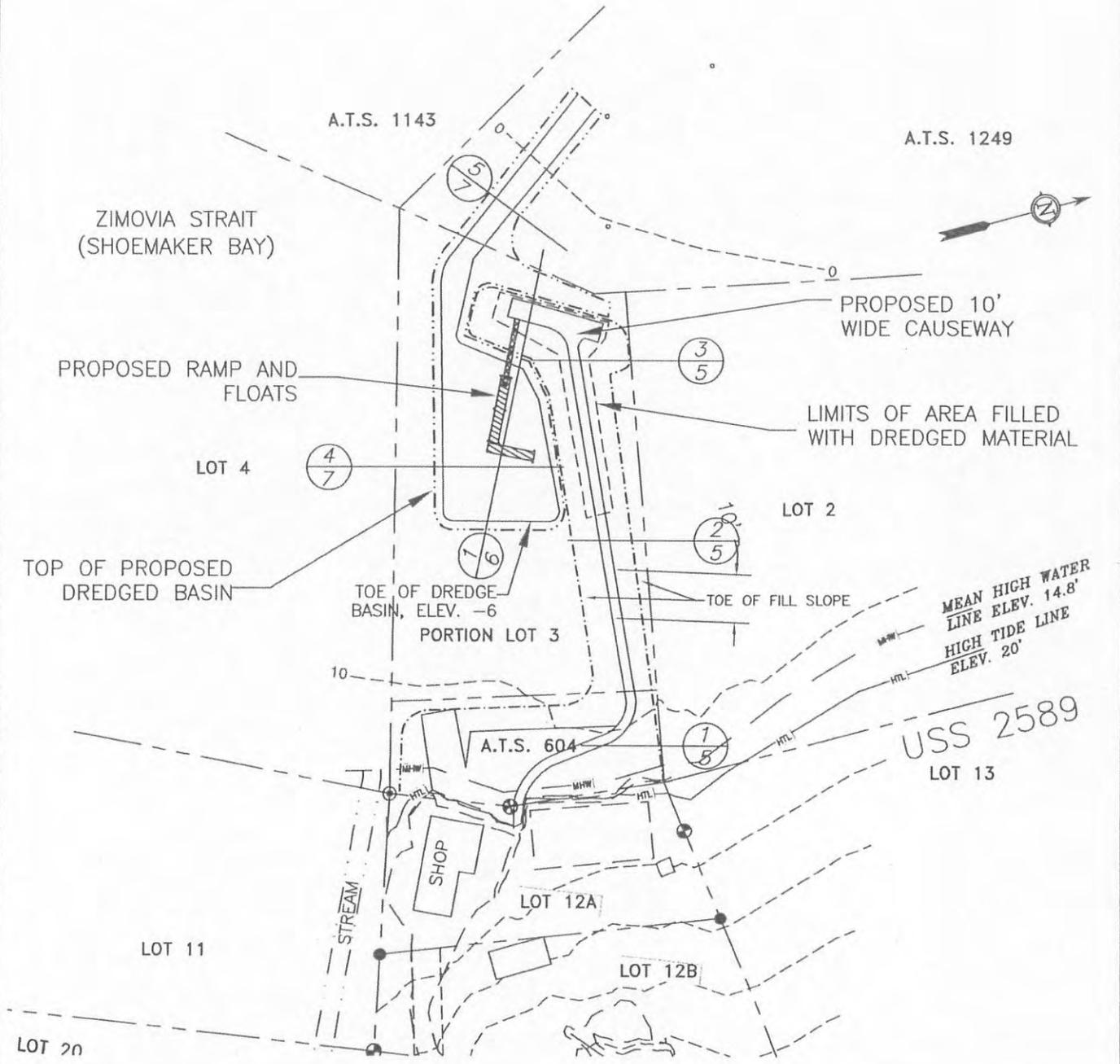
AT: WRANGELL

LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16

SHEET **3** OF **8**

0 20 40 80 FEET



----- DREDGED AREA

TIDAL DATA SOURCE:
NOAA NAUTICAL CHART
#17382 1981 REVISION
SCALE: 1"=150'

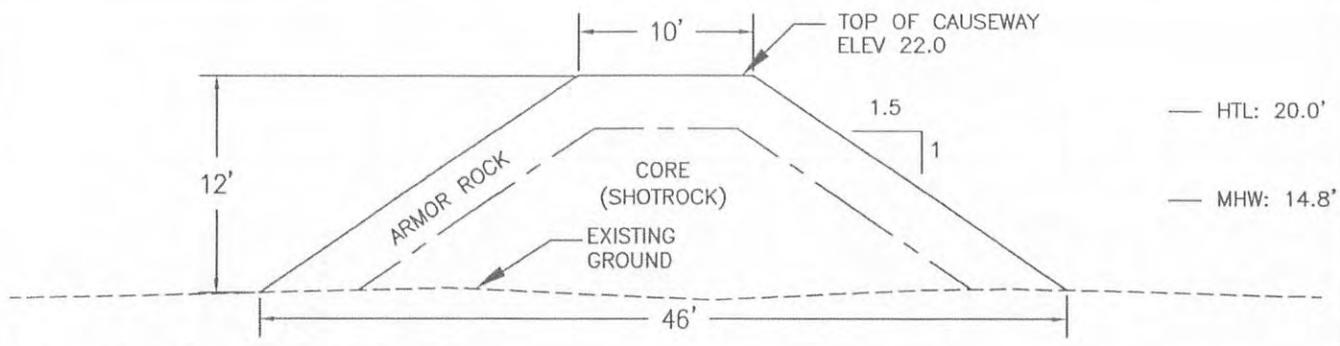
VICINITY MAP

APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

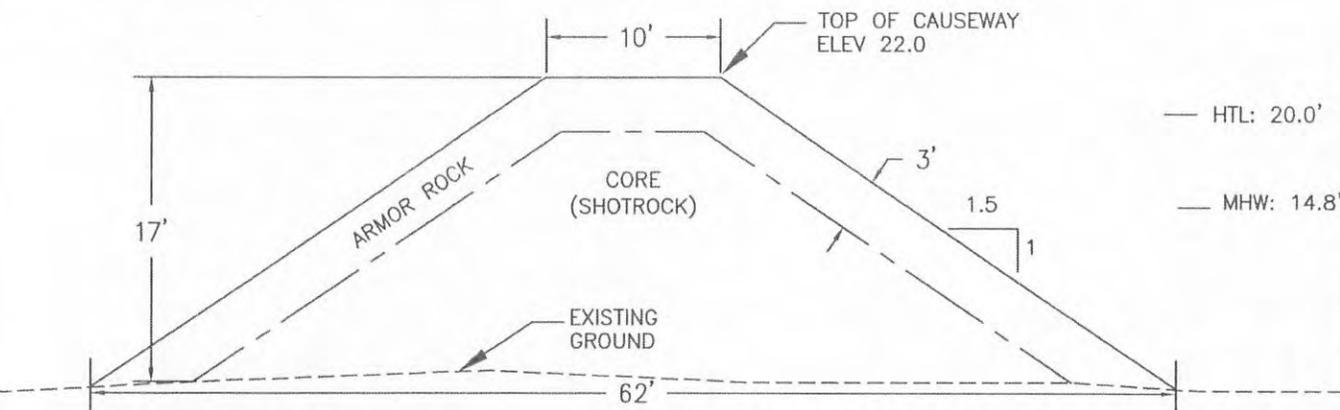
MARK MITCHELL
CAUSEWAY AND FLOATS

AT: WRANGELL
LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

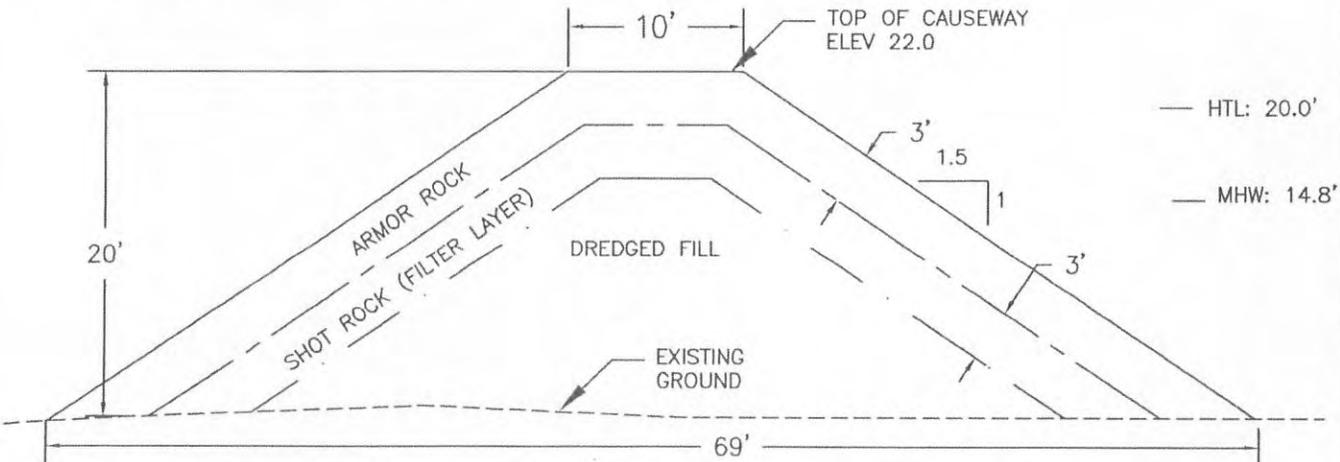
DATE: 1-21-16 SHEET **4** OF **8**



①
⑤ CAUSEWAY SECTION VIEW
SCALE: 1":10'



②
⑤ CAUSEWAY SECTION VIEW
SCALE: 1":10'



③
⑤ CAUSEWAY SECTION VIEW
SCALE: 1":10'

TIDAL DATA SOURCE:
NOAA NAUTICAL CHART
#17382 1981 REVISION

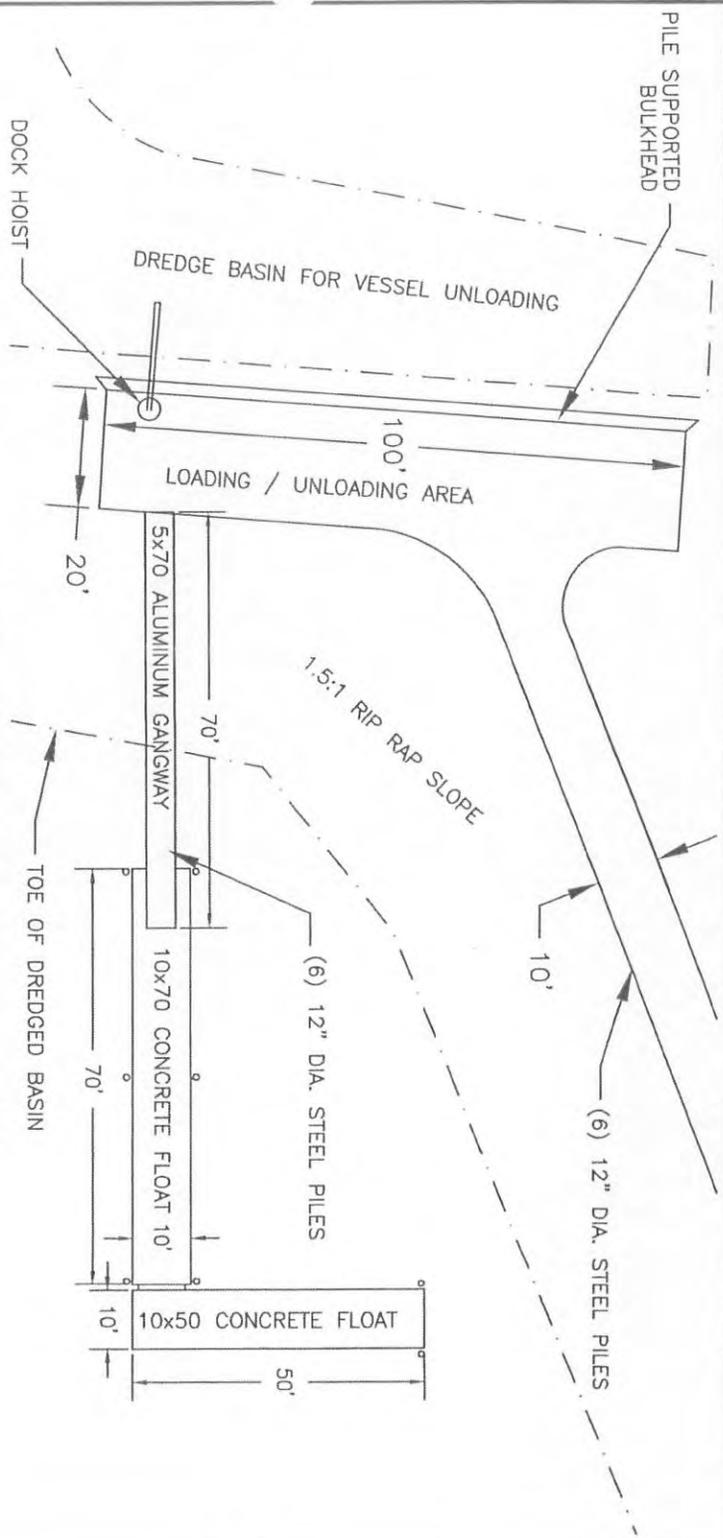
TYPICAL SECTIONS

APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

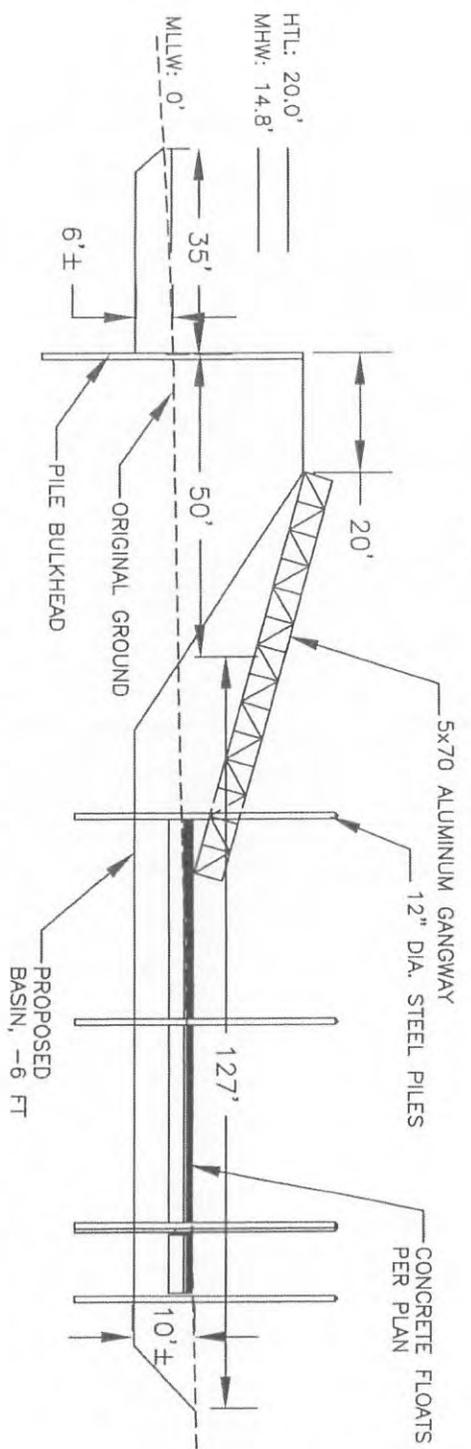
MARK MITCHELL
CAUSEWAY AND FLOAT

AT: WRANGELL
LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16 SHEET **5** OF **8**



RAMP AND FLOAT PLAN VIEW
1"=30'



RAMP AND FLOAT ELEVATION VIEW
1"=30'

TIDAL DATA SOURCE:
NOAA NAUTICAL CHART
#17382 1981 REVISION

TYPICAL SECTIONS

APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

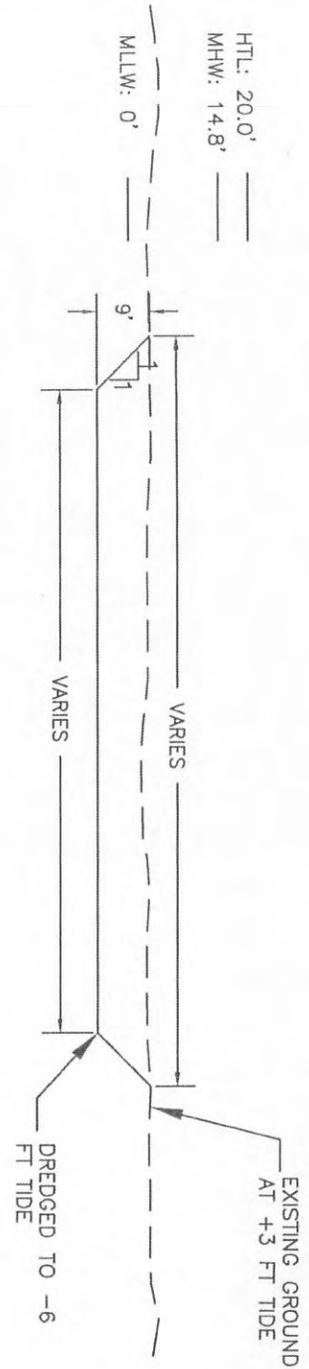
MARK MITCHELL
CAUSEWAY AND FLOAT

AT: WRANGELL

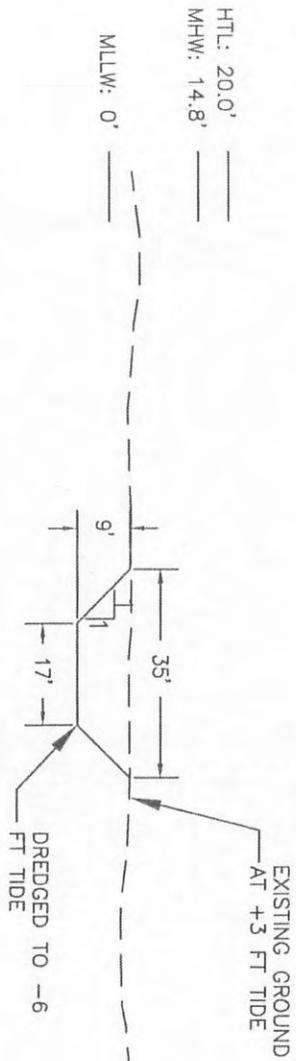
LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16 SHEET **6** OF **8**

④ DREDGED BASIN TYPICAL SECTION
SCALE: 1" : 30'



⑤ DREDGED BASIN OUTLET TYPICAL SECTION
SCALE: 1" : 30'



TYPICAL SECTIONS

TIDAL DATA SOURCE:
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#17382 1981 REVISION

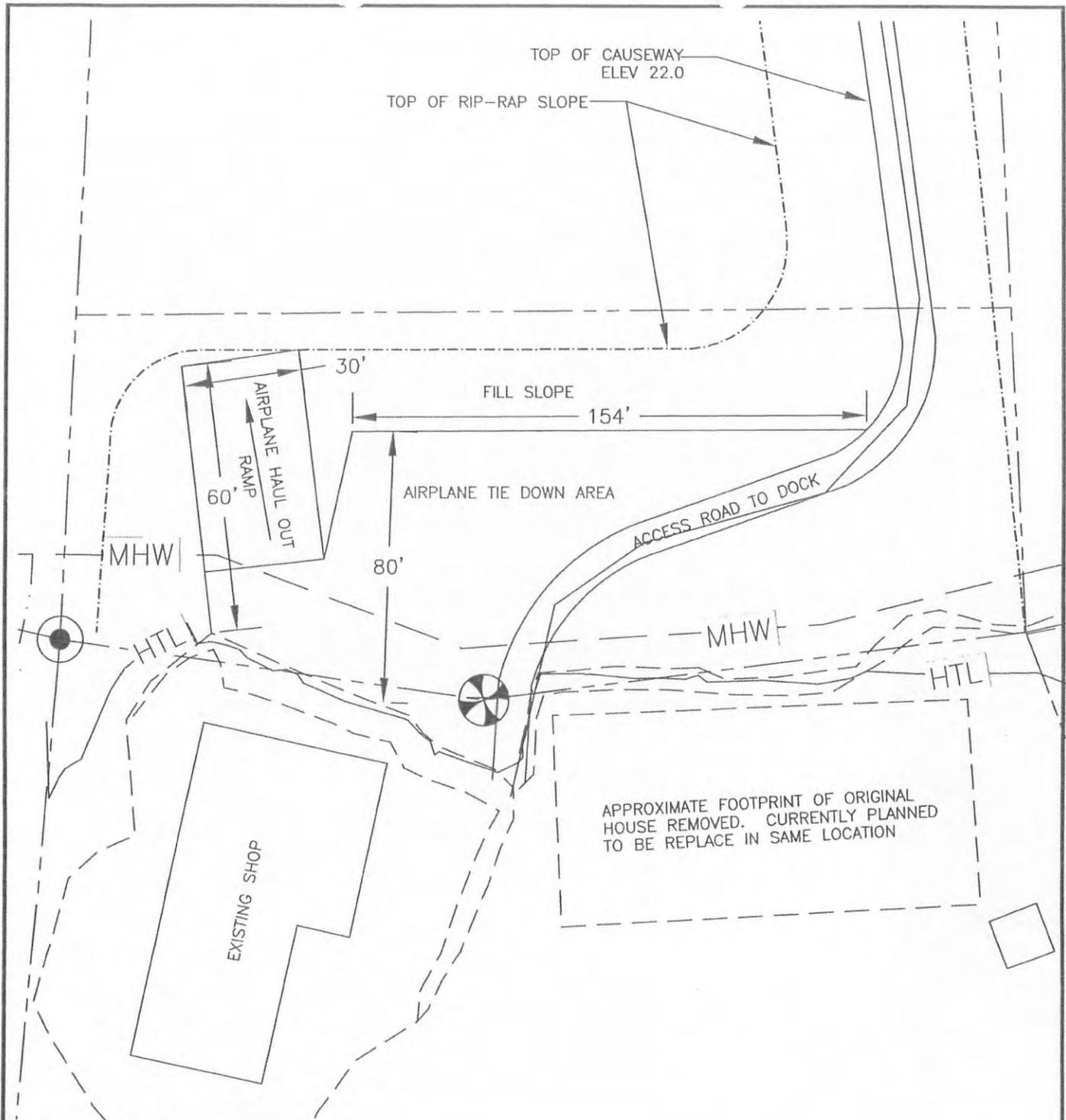
APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

MARK MITCHELL
CAUSEWAY AND FLOAT

AT: WRANGELL
LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16

SHEET **7** OF **8**



3 CAUSEWAY SECTION VIEW
5 SCALE: 1"=30'

TIDAL DATA SOURCE:
NOAA NAUTICAL CHART
#17382 1981 REVISION

**AIRPLANE HAUL
OUT & TIE DOWN**

APPLICATION BY:
Mark Mitchell
P.O. Box 80
Wrangell, AK 99929

MARK MITCHELL
CAUSEWAY AND FLOAT

AT: WRANGELL

LOCATED IN: T.63S., R.84E., SECTION 20
Lat 56°23'55.75"N, Long. 132°20'24.21"W

DATE: 1-21-16

SHEET **8** OF **8**



CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381
Wrangell, AK 99929 FAX (907)-874-3952
www.wrangell.com

March 23, 2016

Jason and Melissa Hollibaugh
1670 West Diamond Bar Rd
Rathdrum, ID 83858

Re: Lot 5A Ernest Claims Nos 2-8, Union Bay

Dear Mr. and Mrs. Hollibaugh:

Thank you for taking the time to speak to me on Monday. Per our conversation, I have been contacted by some residents in Union Bay concerned about the commercial activities that may be occurring on your property. Based on our conversation, it is my understanding that you are renting the residence in Union Bay as a short term rental which by our code would be a commercial activity. Rentals require a business license as well as sales tax and in this case transient tax reporting requirements.

When the zoning code for Union Bay and other remote parcels was approved in 2013, the residents of Union Bay were very vocal about their subsistence life style and requested that the new zoning not permit commercial uses. Wrangell Municipal Code 20.31.010(E) specifically says that "Commercial Uses are not allowed" within the Union Bay Subarea. WMC20.31.020(H) Permitted Uses further reinforces this specifically indicating vacation rental dwellings are not allowed in the RMU-U (Union Bay) subarea. I have attached a copy of the Remote Residential Mixed-Use (RMU) Zoning Code for your reference.

In 1987, prior to the zoning code being adopted, the owners at that time placed Protective Covenants on the properties within the Ernest Claims Nos 2-8, also called the Union Bay Recreational Group Subdivision which includes your Lot 5A. The covenants were specifically mentioned in your deed and can be found in Book 150, page 648, a copy of which is also attached. Specifically, #5 indicating the properties are for private recreational use and no commercial enterprise of any type may be conducted within the subdivision.

Please cease renting immediately the residence as a vacation dwelling as the use does not comply with the RMU zoning code. If you have any questions, please do not hesitate to call.

Sincerely,

Carol Rushmore
Zoning Administrator

Cc: Planning and Zoning Commission
Mary Wanzer, Coastal Real Estate, Ketchikan

emailed 3/23 & certified mail w/ attachments

City of Wrangell, Alaska

AGENDA ITEM G1

Date: April 13, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request from Sea Level Seafoods to lease additional tidelands, an unsubdivided portion of ATS 81 adjoining Lot 1, Sea Level Subdivision II

Sea Level Seafoods is requesting to lease additional tidelands adjacent to Lot 1, Sea Level Subdivision II they recently purchased for construction of a building.

The Planning and Zoning Commission is making a recommendation to the Assembly. The Port Commission moved forward to recommend to lease to Sea Level the additional land at their meeting on April 7, 2016.

Sea Level's proposal is to lease a 75' X 115' area and use the land for storage of their gear, equipment and parking. The lease area, according to their picture, goes right up to the northern entrance area of the harbor parking lot. A long term lease would allow future construction of another building without having to return to the City for approval. For safety, effective land use, and planning for other future alternative uses of the lease area, pulling the lease area back 15 to 25 feet will provide site distance needed for exiting the lot, for access to a building if permitted.

A subdivision plat of the lease area and an appraisal establishing the lease price will need to be conducted.

Staff recommends a lease area with a reduced square footage so that the area is at least 15 feet from the entrance to the parking lot. Further staff recommends that the lease be only for surface storage and parking, not for the construction of a building. Staff recommends the Planning and Zoning Commission recommend to the Assembly to move forward with the necessary steps to lease the tidelands with the above conditions, to Sea Level Seafoods and modify the tideland lease agreement.

CITY AND BOROUGH OF WRANGELL, ALASKA

- NOT EXACT -



1 inch = 166.666667 feet
Date: 4/14/2016



DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE.



Wrangell Port Commission

Memo

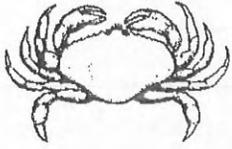
To: City and Borough of Wrangell Assembly

From: Sherri Cowan, Recording Secretary

Date: 04-07-16

Re: **Sea Level Seafood Lease of Heritage Harbor Parking Lot**

The Port Meeting held April 7, 2016, made the motion to “Move to forward to the City and Borough Assembly the lease of Heritage Harbor Parking Lot to Sea Level Seafood’s, LLC.”



Sea Level Seafoods, LLC

SHRIMP • SALMON • CRAB • HALIBUT • BOTTOMFISH
FRESH • FROZEN • LIVE



P.O. BOX 2085
WRANGELL, ALASKA 99929

(907) 874-2401, 874-2274, 874-3530
FACSIMILE (907) 874-2158, 874-3526

March 1, 2016

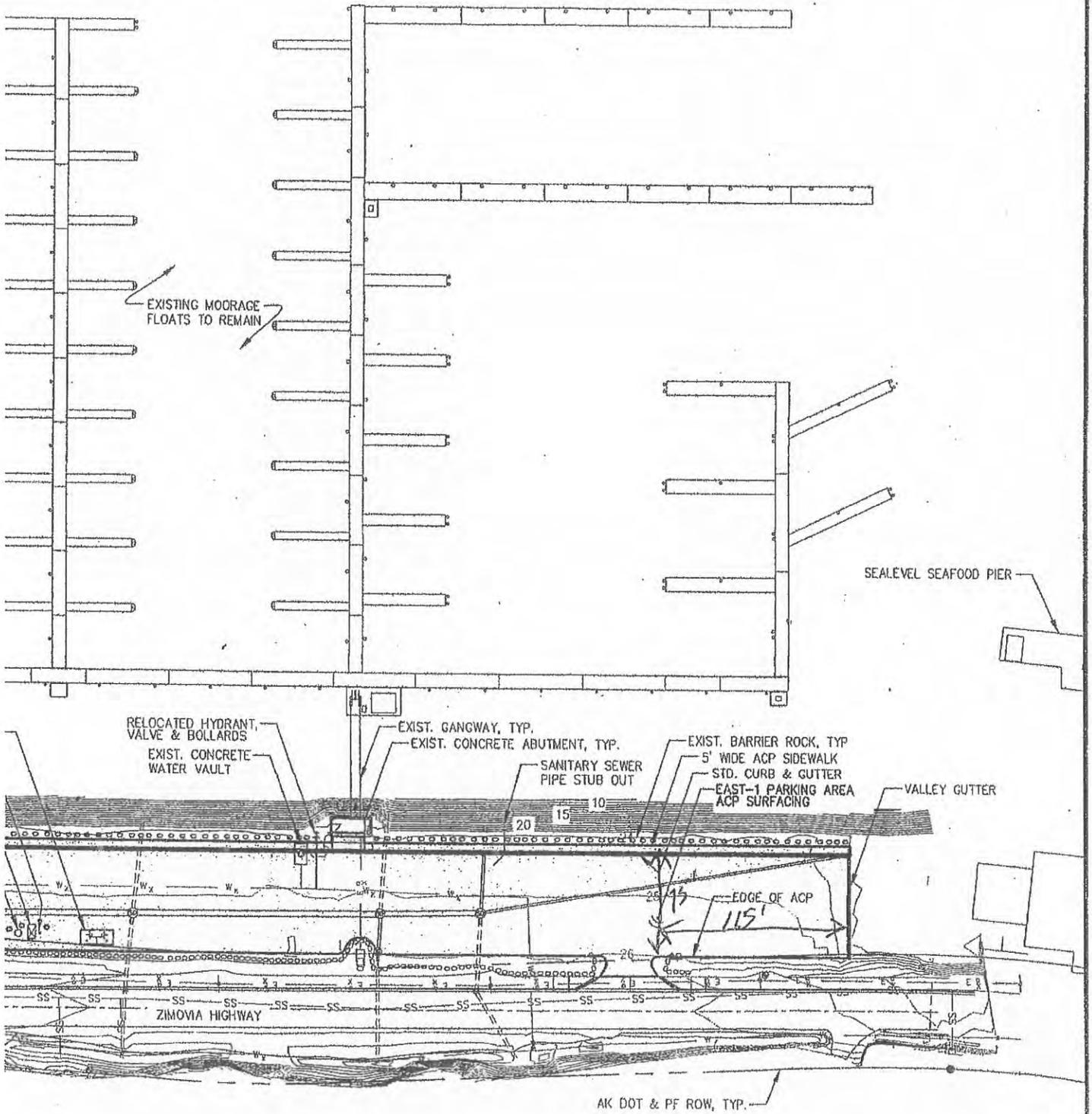
City of Wrangell
Box 531
Wrangell, Alaska 99929

To Whom it May Concern:

Enclosed please find drawings of area of Heritage Harbor Parking lot that Sea Level Seafoods would like to purchase/lease from the City of Wrangell. Please forward to the appropriate committees for consideration. Thank you.

Sincerely,

Vern Phillips
General Manager



KD.	APP.

P | N | D
ENGINEERS, INC.

9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pnd-inc.com

DESIGN: BMI CHECKED: AWS
DRAWN: BMI APPROVED: CRS

SCALE: SCALE IN FEET
0 50 100 FT.

STATE OF ALASKA
REGISTERED PROFESSIONAL ENGINEER
CE-8845
DATE: 2/16/11

CITY & BOROUGH OF WRANGELL, ALASKA
HERITAGE HARBOR PHASE III
UPLAND IMPROVEMENTS

SHEET TITLE:
GENERAL SITE PLAN

1.04
SHEET
4 OF 13

PND PROJECT NO.: 052045.03 DWG. FILE: 1.04.DWG

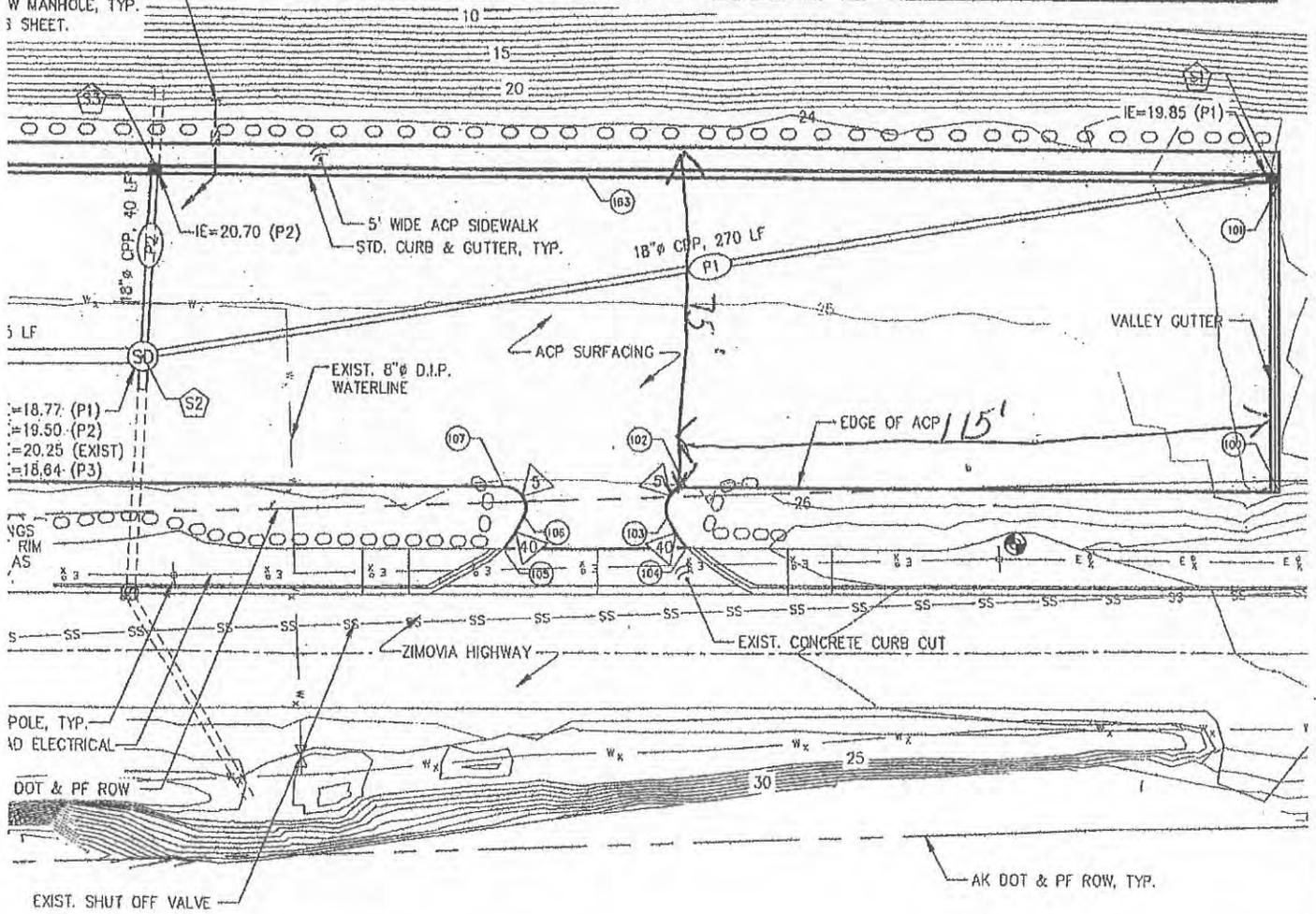
ST. MOORAGE FLOATS

STORM SEWER STRUCTURE SUMMARY						
STRUCTURE	LOCATION			TYPE	CASTING	REMARKS
	NORTH	EAST	RIM ELEV			
S1	1691305.69	2945783.71	23.93	CB	CBIFG	XXXX
S2	1691036.14	2945811.63	25.05	SDMH	MHFSL	CONCRETE COLLAR
S3	1691041.48	2945767.31	23.75	CB	CBIFG	XXXX
S4	1690983.94	2945808.02	25.33	SDMH	MHFSL	CONCRETE COLLAR
S5	-	-	25.42	SDMH	-	EXIST. STRUCTURE TO REMAIN
S6	1690784.09	2945798.42	25.16	SDMH	MHFSL	CONCRETE COLLAR

STUB OUT w/
SHT. 1.14.

JTMENT

NO DISPOSE
M DRAIN PIPE
W MANHOLE, TYP.
3 SHEET.



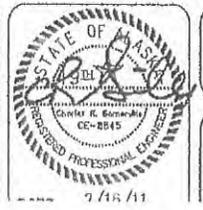
D.	APP.

P N D
ENGINEERS, INC.

9360 Glacier Highway Ste 100
Juneau, Alaska 99801
Phone: 907-586-2093
Fax: 907-586-2099
www.pnd-inc.com

DESIGN: BMI CHECKED: AWS
DRAWN: BMI APPROVED: CRS

SCALE: SCALE IN FEET
0 20 40 FT



CITY & BOROUGH OF WRANGELL, ALASKA
HERITAGE HARBOR PHASE III
UPLAND IMPROVEMENTS

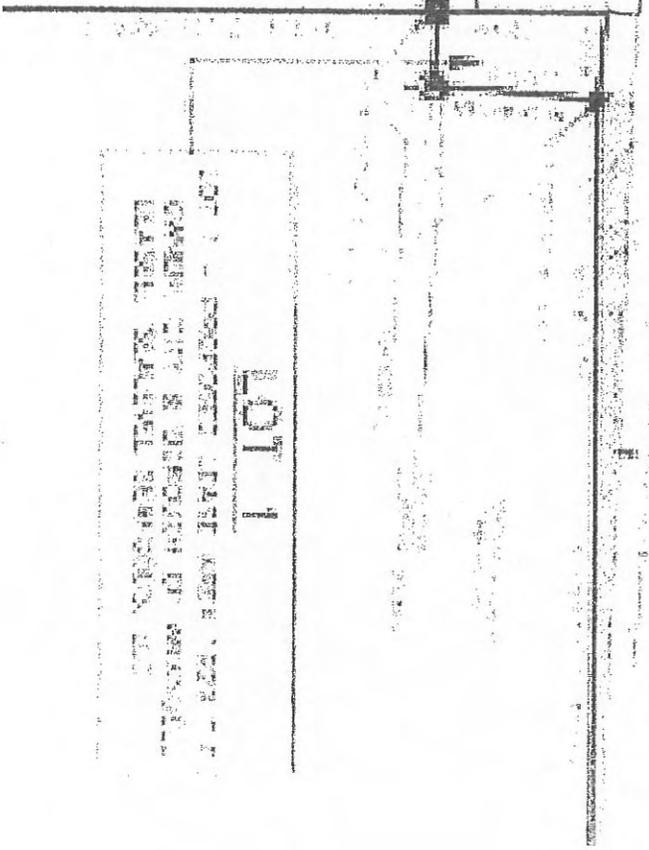
SHEET TITLE:
EAST - 1 SITE PLAN

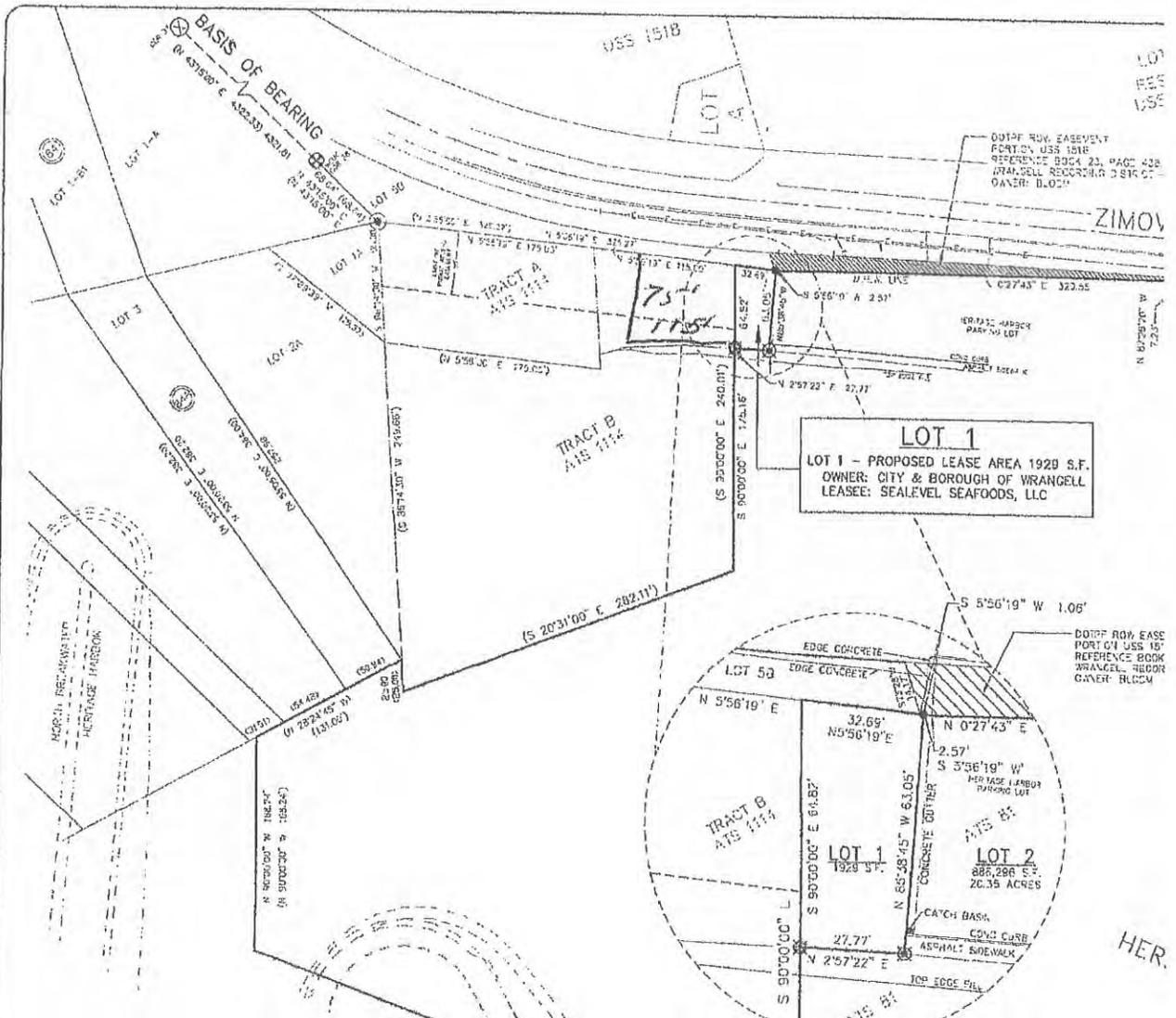
1.05
SHEET 6 OF 10

LOT 1 - PROPERTY THAT HAS BEEN
ACQUIRED BY THE STATE OF TEXAS
BY THE EXERCISE OF EMINENT DOMAIN
Pursuant to Chapter 201, Act 10, 1979

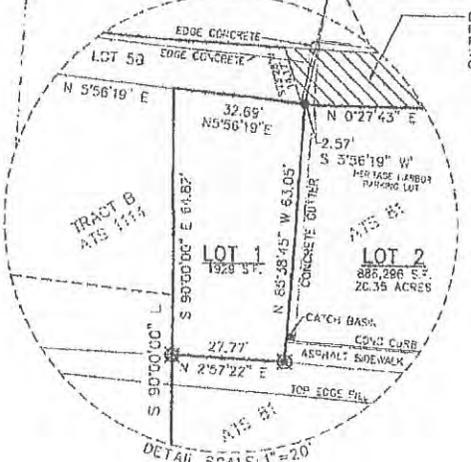
LOT 1

75-1
15-1





LOT 1
 LOT 1 - PROPOSED LEASE AREA 1929 S.F.
 OWNER: CITY & BOROUGH OF WRANGELL
 LEASEE: SEALEVEL SEAFOODS, LLC



PLAT NOTES

- REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
1. ATS 81, ADL03289
 2. ATS 83, PLAT 65-87
 3. ATS 1114, PLAT 81-02
 4. SUBDIVISION OF ATS 1114, PLAT 85-01
 5. SUBDIVISION OF USS 1518, PLAT 94-09
 6. AKDOTPF ROW MAP, PROJECT STP-0943(22)
 7. SEA LEVEL SUBDIVISION, PLAT 2011-1

LEGEND

- ⊗ LEAD PLUG IN ROCK (ORIGINAL TOWNSITE CORNER)
- ⊕ PRIMARY BRASS CAP RECOVERED
- ⊙ SECONDARY MONUMENT RECOVERED (REBAR AND YELLOW PLASTIC CAP)
- 1.5" YELLOW PLASTIC CAP SET IN CONCRETE THIS SURVEY
- ⊗ 1.0" YELLOW PLASTIC CAP SET IN ASPHALT THIS SURVEY
- ⊗ 5/8"x30" L REBAR AND ALUM CAP SET THIS SURVEY
- (N 42°59' E) DATA OF RECORD
- (N 42°19' 05" E) DATA MEASURED OR CALCULATED

CLIENT: SEA LEVEL SEAFOODS, LLC
 P.O. BOX 2085
 WRANGELL, ALASKA 99929

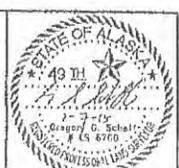


DRAWN BY: JLS
 CHECKED BY: GCS
 DATE PLATTED: DEC. 31, 2014
 DATE SURVEYED: AUG-DEC 2014
 SCALE: 1"=60'
 SURVEYOR: GREGORY G. SCHEFF
 PROJ NO.: 142745

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN AUG-SEP 2014 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

1-7-15
 GREGORY G. SCHEFF LS 6700



CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT THE SUBMISSION PLAT WITH THE DESCRIBED REVISIONS OF THE CITY AND BOROUGH OF WRANGELL HAS BEEN REVIEWED AND THAT THE PLAT SHOWS HERETO HAS BEEN APPROVED BY THE DISTRICT CLERK, BY OFFICE OF THE DISTRICT CLERK, BY OFFICE OF THE DISTRICT CLERK.

1-7-2015
 KIM LANE
 DISTRICT CLERK

City and Borough of Wrangell

Agenda Items G2

Date: April 12, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request for a Contract Zone to Light Industrial for a Transportation office and maintenance warehouse facility on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella.

Background:

The WCA applied to the Commission in November of 2015 requesting a Contract Zone for the same use on property owned by Lisa Torgramsen just south of the property as part of this request. They are now seeking to do the same activities on properties currently owned by Steve Prunella, and because a portion of the lot is zoned residential, must go through the Contract Zone process for this parcel.

Findings:

The Commission is making a recommendation to the Assembly for review.

WCA has been exploring opportunities to develop a Transportation office and yard area for their expanding Roads program and need for larger area for their activities. They have worked cooperatively with the Borough on several road projects, as well as the USFS, and the hope is that the transportation division of WCA will continue to grow, create local jobs, and benefit the community in a variety of ways.

WCA approached the City regarding any remaining lots in the Industrial Park, and any other additional lands that could work. Most sites looked at to date have some issues affecting further development – expensive utility extensions, land development costs due to muskeg, distance, size, and potential land use conflicts. Other areas looked at include the Industrial Park, portion of the Institute Property, Borough lands on the Spur Road and across the street from the Industrial Park and light Industrial lands on Pine Street/Wrangell Avenue. The Assembly, upon reviewing their request for land in the Industrial Park along with other interested parties, directed Staff to work with WCA to find suitable land.

The City has minimal land area available for Industrial or Light Industrial uses.

The WCA had investigated the Torgramsen property sales and inquired as to their zoning. They watched with interest the request for a zone change and subsequent approval of a Contract Zone for a storage unit facility requested by Mr. Glasner on adjacent property.

The remaining land area met their size requirements, utility availability, and surface composition, but needed to have a zoning change to allow the use. WCA sought and received from the Planning and Zoning Commission and the Assembly an approval for a contract zone for an office and maintenance facility on a portion of Lot A-2 Torgramsen – Smith Subdivision.

WCA proposes to utilize the existing building on Lot A-1A as an office building, and develop the remainder of the site for storage and equipment maintenance, what normally is allowed in the Light Industrial district. WCA approached Corvus Design to prepare a schematic site plan to show access, parking, buffers and the maintenance/warehouse facility. The schematic shows the required 25 foot buffer (WMC 20.52.200) to residential and adjacent property.

Lot A-1A of the Torgramsen-Prunella Subdivision is a mixed zone. The original lot area that includes the building is zoned Commercial, but the remainder of Lot A-1A is zoned Single Family Residential. The adjacent lot, Lot A, is zoned Single Family Residential and is the site for the proposed warehouse/maintenance facility.

WCA is requesting the contract zone for Lot A, but should the Commission and the Assembly approve the request, staff would recommend that Lot A-1A be a part of the Contract Zoning Agreement. This will also modify the residential portion of Lot A-1A per their request for a transportation facility including an office and maintenance/warehouse facility. In the future, should the transportation program be dissolved and if the property is sold separately, the dissolution of the Contract Zone could require further review of potential uses on either property.

Primary potential impacts from the proposed use of the WCA would include noise, traffic, and lighting. The facility is adjacent to residential, as well as a potential new Hospital, a medical clinic and a gas station and mini-mart. While the office building itself may not generate noise, depending on how much equipment, type of equipment and maintenance needs could generate additional noise. Having 5 to 15 employees would increase traffic and noise generated not only by employees coming and going to and from work, but during the day in the course of normal business by contractors and clients and business activities. Equipment would be moved to and from the site potentially on a regular basis which generates more traffic on site, but also along Zimovia Highway. The equipment use by Public Works could be similar in nature as to what WCA appears to be asking for.

While the WCA proposal meets the economic development criteria of the Comprehensive Plan, it does not necessarily meet the residential and land use requirements. Their proposal for job creation and benefits to the community is undeniable, but the Commission must review the proposal as to whether the location is appropriate for the proposed use and what the impacts could be.

Recommendation:

At this time, Staff's recommendation is based on land use issues, not on the economic potential of the proposed use, and staff recommends not to approve the contract zone for the Transportation office and equipment storage and maintenance as proposed. The land is

zoned Single Family and while there are other commercial uses near by, and light industrial further, the proposed uses of WCA could very well generate enough impacts as to affect the Single Family residential nature of the existing residences and SFR zoned land and approved locations of medical facilities..

Should the Commission move toward recommending approval of the Contract zone request, the Commission should consider conditions that might help minimize potential impacts:

1. Approval of site plan should the final design differ from the schematic presented.
2. At least a 3- walled structure for ongoing maintenance and mechanical work activities.
3. 25 foot minimum green belt buffers to adjacent properties
4. Lighting that will not affect adjacent properties

The Commission needs to make Findings of Fact regarding the request whether the Commission recommends to the Assembly to approve or reject the request. This can be done at the meeting with the public hearing or at a subsequent meeting.

Findings must address per WMC 20.76.030 (C):

- 1) Justification for the proposed change, including the effect on the objectives of the comprehensive plan
- 2) Effect of the proposed change on property owners, including traffic flow, population, density, parking, sewer and water
- 3) Approval or Disapproval



CERTIFICATE OF OWNERSHIP AND DEDICATION
 I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADVERTISE MY PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.
 DATE: 11/01/15
 SIGNATURE: Stephen C. Prunella
 OFFICIAL SEAL: Stephen C. Prunella, Notary Public for the State of Alaska

CERTIFICATE OF OWNERSHIP AND DEDICATION
 I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADVERTISE MY PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.
 DATE: 2/11/15
 SIGNATURE: [Signature]
 OFFICIAL SEAL: [Seal]

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OPTED RECORDER, WRANGELL, ALASKA.
 DATE: 11/15/15
 SIGNATURE: [Signature]
 OFFICIAL SEAL: [Seal]

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL, ALASKA AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OPTED RECORDER, WRANGELL, ALASKA.
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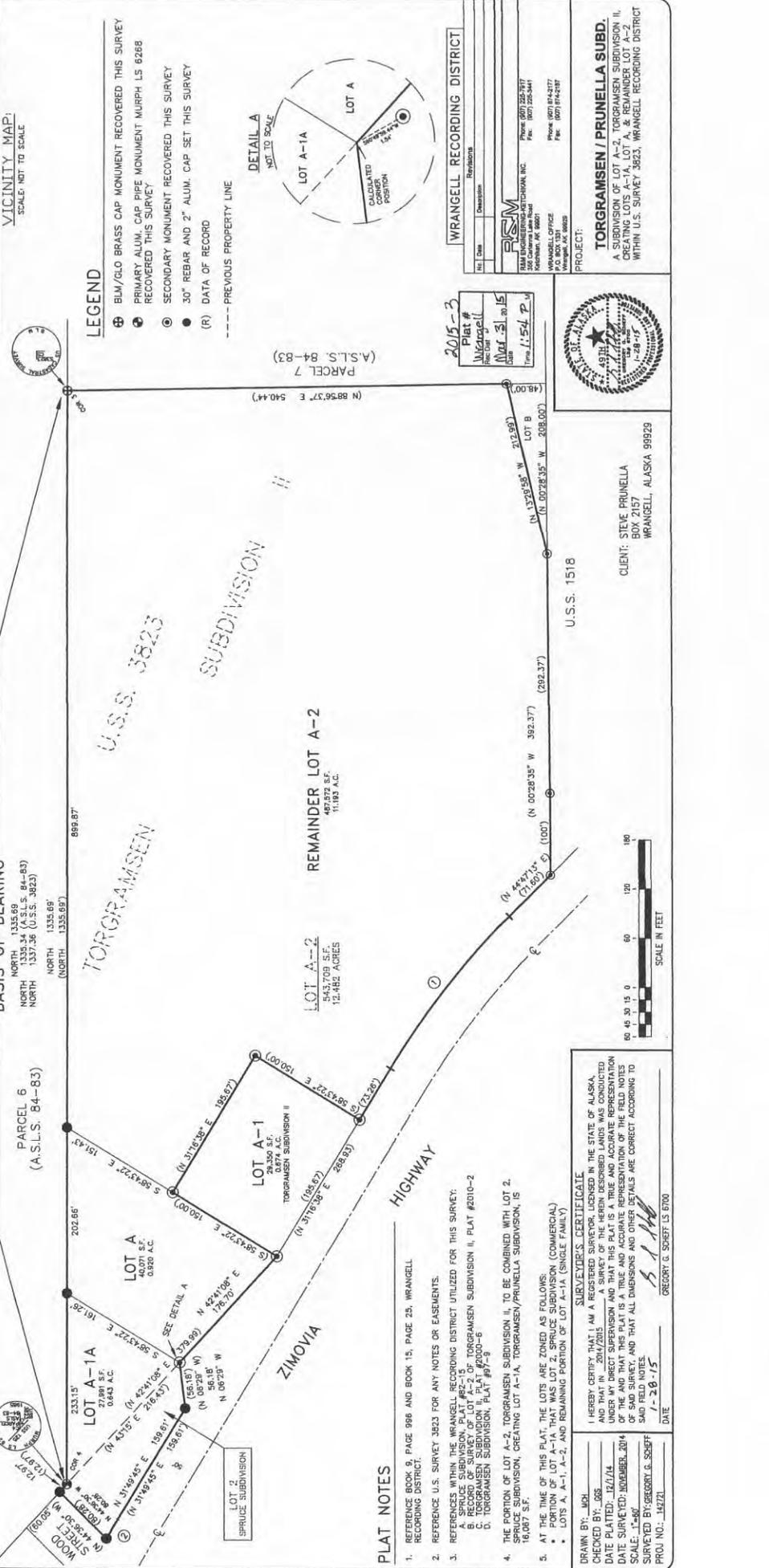
RECORD CURVE DATA
 ① A = 1330.95' R = 1004.93' L = 236.85' C = 236.40' CHD. BRG. = N05°01'55.11"E CHD. BRG. = N03°03'06"E
 ② A = 01331.91' R = 1004.92' L = 27.28' C = 27.28' CHD. BRG. = N03°03'06"E

U.S.S. 3823
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 U.S.S. 3823

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LEGEND
 ⊕ BLM/GLO BRASS CAP MONUMENT RECOVERED THIS SURVEY
 ⊙ PRIMARY ALUM. CAP PIPE MONUMENT MURPH L5 6268 RECOVERED THIS SURVEY
 ⊙ SECONDARY MONUMENT RECOVERED THIS SURVEY
 ● 30" REBAR AND 2" ALUM. CAP SET THIS SURVEY
 (R) DATA OF RECORD
 --- PREVIOUS PROPERTY LINE

DETAIL A
 NOT TO SCALE
 LOT A
 LOT A-1A
 CALCULATED MONUMENT POSITION
 14.74'

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 5. AT THE TIME OF THIS PLAT, THE LOTS ARE ZONED AS FOLLOWS:
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SEAL:



WRANGELL COOPERATIVE ASSOCIATION

P.O. Box 2331 • Wrangell, Alaska 99929

Telephone: (907) 874-3077

Fax: (907) 874-4305

Email: wwillard@wca-t.com

March 30, 2016

Planning and Zoning Committee
City and Borough of Wrangell
P.O. Box 531
Wrangell, AK 99929

Dear Planning and Zoning Committee:

The purpose of this letter is to request contract zoning for the "Torgramsen Prunella Subdivision, Lot A." The lot is currently zoned single family residential. We are writing to request a consideration of contract zoning to allow building a Wrangell Cooperative Association Transportation maintenance and warehouse facility per Chapter 20.77 of the Wrangell Municipal Code (WMC). If approved, Wrangell Cooperative Association (WCA) would purchase Torgramsen Prunella Subdivision Lot A and Lot A-1A. Lot A-1A has an existing structure, which would be utilized as an office building and is appropriately zoned commercial.

It is important to note the proposed Wrangell Cooperative Association (WCA) maintenance and warehouse facility would not be utilized as a construction site and would follow WMC Noise 20.525.060 to ensure noise is not objectionable to surrounding properties. WCA is conscious of the issues surrounding contract zoning and will do everything possible to minimize impacts to adjacent lots.

We would like to address:

1. Our need for land.
2. Additional information required for a contract zoning application (numbered per Wrangell Municipal Code):

20.77.020 A. The use to which the property will be put;

20.77.020 B. The term desired for the agreement;

20.77.020 C. The dimensions, square feet and height of the improvements;

20.77.020 D. Site plan;

- 20.77.020 E. Estimated number of persons that will be employed;
- 20.77.020 F. Estimated solid waste generated and proposed method of disposal;
- 20.77.020 G. Amount of traffic generated;
- 20.77.020 H. Noise or odor generated; and
- 20.76.020 C. 3. Effect of proposed change on the objectives of the comprehensive plan.

As an introduction, the Wrangell Cooperative Association (WCA) is a federally recognized Tribe incorporated April 30, 1942 under Section 16 of the Indian Reorganization Act of 1934, as amended for Alaska in 1936. WCA serves a membership of 400 Alaska Native and American Indians. An eight-member Tribal Council, elected by the WCA membership, serves as the governing body and sets policy for programs and administration. WCA is a non-profit entity.

WCA has a government-to-government relationship with the Federal Highways Administration (FHWA) for the Tribal Transportation Program. WCA receives funding from the FHWA to plan, design, manage, rehabilitate and maintain roads, paths, trails and bridges that are included in WCA's Tribal Transportation Inventory.

WCA has made it a priority to complete projects which provide economic development and community benefit to the citizens of Wrangell under a model of collaboration. One such example is the Shtax-Heen Roadway Project. WCA, in partnership with the City and Borough of Wrangell, collaborated to provide improved access along this roadway for drivers and pedestrians. WCA funded the \$2 million project, which involved paving the roadway and installing pedestrian walkways. Prior to construction, only 400 of the 2,700 feet of roadway were paved. The Shtax-Heen Roadway project was a high-priority improvement, as many residents live along the corridor and benefitted from improved access and safety.

The Weber Street Reconstruction Project is another success in collaboration between WCA and the City and Borough of Wrangell, which provided significant benefits to community residents. Although the project was shorter than the Shtax-Heen Roadway Project, the improvements were more extensive. The \$750,000 project included installing storm drain systems, curb and gutter, sidewalk, and concrete paving along 500 feet of Weber Street. The project successfully assured safe vehicular and pedestrian access, minimized hazards and dust, and addressed drainage issues.

Under the model of collaboration, WCA also has the goal of economic development through job creation and job training. In 2013, WCA performed routine maintenance on U.S. Forest Service trails. The trail work expanded into road maintenance, and in 2014 and 2015, WCA replaced 25-year-old culverts on Nemo Loop Road, Pat's Lake Road, and McCormack Creek Road, which were critical to the lifespan of these transportation systems. The road maintenance project continued the trails goal of tangibly building capacity through workforce development. Currently, the 2016 construction season is expanding in timeframe and scope of work to include both trails and road maintenance in the same season. Through these projects, WCA has provided jobs to Wrangell residents and completed maintenance which otherwise would not have been possible given budgetary constraints of the U.S. Forest Service.

WCA is appreciative of the relationships built and fostered over the years, working together with the City and Borough of Wrangell, and other entities, to improve transportation and provide economic development opportunities for the residents of our community. The government-to-government relationship between WCA and the City and Borough of Wrangell is a model of successful collaboration, which we anticipate continuing into the future.

1. Our need for land:

The next step in the development of the Tribal Transportation Program is to secure facilities to enable WCA to continue to provide economic development and community benefit. Currently, WCA is renting office space on Lynch Street and storing equipment for transportation projects at local storage facilities. With the lack of available industrial lots, we searched for quite some time for an area for the Wrangell Cooperative Association Department of Transportation. We believe that, working under contract zoning for Lot A, the two lots located at the Torgramsen Prunella subdivision, Lot A-1A and Lot A would be an ideal location for WCA.

2. Additional information required for contract zoning application (numbered per Wrangell Municipal Code [WMC]):

20.77.020 A. The use to which the property will be put

If approved, WCA will construct a maintenance and warehouse facility. All improvements to the property will be consistent with the guidelines specified in WMC Standards 20.51.050.

20.77.020 B. The term desired for the agreement

WCA has served the community since 1942. As a local government, we request the most generous term, specified in WMC 20.77.020 B.: “the estimated useful life of the improvements that are or will be constructed on the property.”

20.77.020 C. The dimensions, square feet and height of the improvements

Please refer to submitted site plan and project narrative.

20.77.020 D. Site plan

Please refer to submitted site plan and project narrative.

20.77.020 E. Estimated number of persons that will be employed

WCA currently has 5 full-time employees and 3 seasonal employees. We would like to build with the vision of eventually having 10 full-time employees and 6 seasonal employees.

20.77.020 F. Estimated solid waste generated and proposed method of disposal

WCA will connect with the City and Borough of Wrangell water, sewer, and electricity. We will not have any solid waste generated that would not be served by these utilities.

20.77.020 G. Amount of traffic generated

Traffic generated would primarily be composed of the employees, previously mentioned, driving to and from the office and maintenance buildings.

20.77.020 H. Noise or odor generated

WCA will not allow “smoke, heat, odor, fumes, dust, glare, vibration or water pollution” to be “detectable beyond the boundaries” of the property for which the contract zoning applies, except as results from “occasional maintenance operations” per WMC Air, Land and Water Quality 20.52.040.

WCA will not allow noise to be objectionable to surrounding properties. In accordance with WMC Noise 20.525.060, the noise from the property will not “exceed 90 decibels between the hours of 7:00 a.m. and 8:00 p.m. weekdays and the hours of 10:00 a.m. and 8:00 p.m. weekends and holidays, and 40 decibels at other hours.” Normal WCA office hours are Monday through Friday, 8:00 a.m. to 4:00 p.m. WCA is very conscious of issues, such as noise, involved in contract zoning and will do everything possible to minimize impacts to adjacent lots.

20.76.020 C. 3. Effect of proposed change on the objectives of the Comprehensive Plan

Providing WCA with contract zoning for Lot A of the Torgramsen Prunella Subdivision will have tangible positive benefits to the objectives of the Comprehensive Plan.

According to the Comprehensive Plan, the City and Borough of Wrangell would like to: “expand the industries and economic sectors currently providing employment and income.” The plan states that “economic sectors showing the most growth (Table 4.1) are Local and Tribal Government.” As one of the economic sectors showing the highest growth in Wrangell, providing the Tribal government the ability to build a Department of Transportation in order to expand and bring jobs and income to our community would uphold a core objective of the Comprehensive Plan.

In addition, in the last few years, WCA has helped the CBW meet Action Items of the Comprehensive Plan. The plan states: “Action: Team with WCA and others to jointly plan, fund and accomplish street maintenance and improvements. (CBW, WCA, ADOT&PF).” Another Action Item is: “Action: Reconstruct and pave Weber and Cassiar Streets. Pave all dirt roads in community (CBW, WCA).”

The following picture is included in the Comprehensive Plan:



“Weber Street – Example of a Wrangell street that needs paving”

As previously mentioned, WCA completed the Weber Street Reconstruction Project, which installed storm drain systems, curb and gutter, sidewalk, and concrete paving along Weber Street. Below are updated pictures of Weber Street, after the reconstruction project:



Another Action Item WCA helped accomplish is to “Work with the USFS on road management planning to ensure continued access to areas Wrangellites use for recreation, hunting, fishing and other harvesting activities. (CBW, USFS, WCA).” WCA hired employees and replaced deteriorating culverts along USFS roads, which lengthened the lifespan of the roads and guaranteed continued access. Through the Road Maintenance Project, 268 culverts were replaced in 2014 and 2015. WCA looks forward to continuing this work to ensure access on important USFS roads.

The Comprehensive Plan also includes information about rezoning land to ensure future development: “Wrangell municipal code Title 16 applies to Public Lands, Title 19 to Subdivisions, and Title 20 to Zoning. These sections of the municipal code should follow the vision and direction set out in the Wrangell Comprehensive Plan. Ensuring that this is so, **including rezoning as**

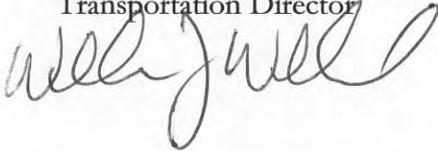
needed and ensuring future development approvals are compatible with the Comprehensive Plan, is one of the major actions to implement the plan” (emphasis added). WCA is requesting a more conservative approach to the property. As opposed to rezoning, we are requesting a contract zone to set parameters under which the maintenance and warehouse facility would be constructed.

In closing, we respectfully request the Planning and Zoning Committee consider contract zoning for Torgramsen Prunella Subdivision, Lot A and enable WCA to build a much-needed maintenance and warehouse facility. This facility would be adjacent to the building on Lot A-1A, which would be utilized as WCA office space. The proposed area would not be a construction site and would follow WMC Noise 20.525.060 to ensure noise is not objectionable to surrounding properties. WCA will work closely with the City and Borough of Wrangell and surrounding residents to ensure this development would be a positive use of the land, would not affect residents negatively, and will provide employment and economic development benefit for the community of Wrangell.

Thank you for considering our request.

Sincerely,

William J. Willard
Transportation Director



Steve Prunella
Property Owner





2506-B Fairbanks Street
Anchorage, AK 99503
907.222.2859

119 Seward Street, Suite 15
Juneau, AK 99801
907.988.9000

Landscape Architects
www.corvus-design.com

PROJECT NARRATIVE

Date: March 30, 2016

To: William Willard, Wrangell Cooperative Association, Transportation Program
Manager

From: Christopher Mertl, Landscape Architect

Subject: Torgramsen Prunella Subdivision, Lots A and A-1A

Corvus Design is pleased to submit the attached site plan for the Wrangell Cooperative Association Transportation Program and the development of a new Tribal Administration Office and Maintenance/Warehouse Facility.

The new tribal offices would be a remodel of the existing residential units on Lot A-1A and would include a new accessible entrance to the building provided from the Wood Street side of the building. The existing parking off Wood Street would be reduced to five accessible stalls and would be located on the property. Staff parking would be to the rear of the offices and accessed by a single shared driveway for both the offices and maintenance facility. The driveway off Zimovia Highway would be approximately 220 feet from Wood Street and is expected to meet ADOT&PF requirements for a new driveway permit.

The main focus of this project is the maintenance and warehouse facility located on Lot A and the subject of the contract zoning for this project. The maintenance and warehouse facility would be a new metal building approximately 44 feet by 64 feet that would include three vehicle bays and a small storage, office and workshop space. A 32 foot canopy would extend off the building to provide two additional outdoor covered vehicle/storage bays without walls. The most outer bay would include a concrete pad and oil/water separator within a wash down

pad to contain any pollutants. The building would be surrounded by a large gravel pad to allow vehicle access around the building and storage of materials and equipment. The site would be secured by a gate at the driveway.

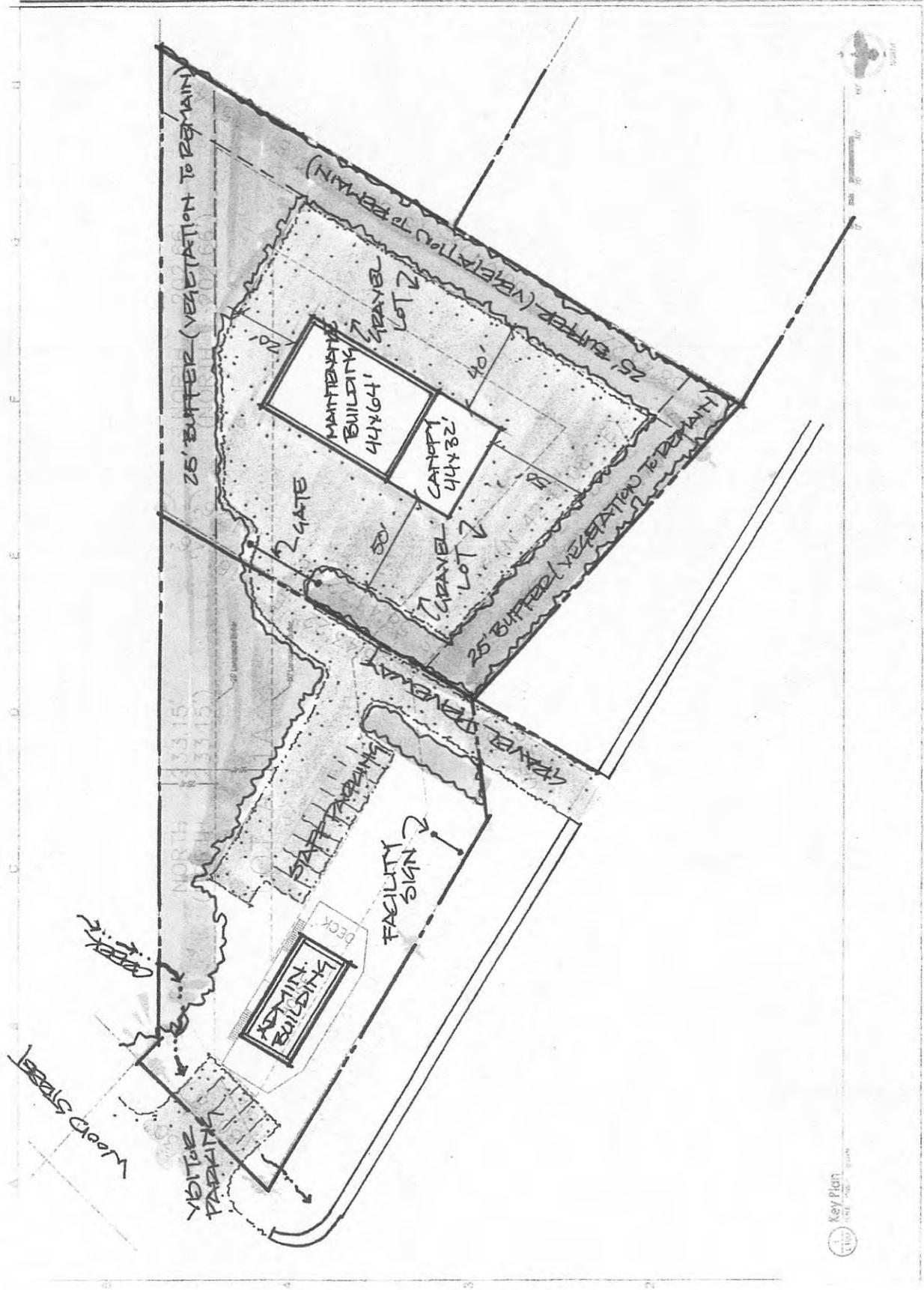
Surrounding the maintenance and warehouse facility would be the requested 25 foot wide buffer while meeting the requirements for Buffers 20.52.200. The buffer shall be the existing semi-mature native forested spruce and hemlock vegetation that is to remain in place and would be composed of undisturbed "natural terrain and vegetation" as called out in the code. Utilizing the existing native vegetation on site will be the most effective and quickly maturing landscape buffer for the site.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "CHRISTOPHER MERTL". The signature is stylized and somewhat cursive.

Christopher Mertl, ASLA
Principal Landscape Architect
Corvus Design, Juneau, Alaska



Steve Prunella
Dba Alpine Mini Mart
928 Zimovia Highway
Wrangell AK 99929

Planning and Zoning Committee
City/Borough of Wrangell
PO Box 531
Wrangell AK 99929

April 2, 2016

To Whom It May Concern:

I am in support of having WCA adjacent to my current business along with them having the contract zoning they will need to build a maintenance/warehouse facility.

WCA performs a lot of work for the community as well as bringing in business to Wrangell and I feel they will be a good neighbor.

Respectfully,



Steve Prunella
Alpine Mini Mart

RECEIVED
APR -5 2016
WRANGELL CITY HALL

City and Borough of Wrangell

Agenda Items G4

Date: April 11, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Appeal of Zoning Administrators determination that Marijuana Cultivation and Marijuana Manufacturing are not allowed uses within the Commercial District as proposed on Lot 1, Block 1A, USS 1119 Zoned Commercial, owned by Kelsey Martinsen and Sarinee Nuamnui.

Background:

Kelsey Martinsen, as Happy Cannabis, has started the state's licensing permit process for cultivation, manufacturing and retail sales within the building where the Diamond C Restaurant is located.

On the City's website you can find the regulations and links to the State's website. <http://www.wrangell.com/planning/commercial-marijuana-regulations-update-wrangell> . I will post additional information as I sort through it. Page numbers provided in this staff report as relating to the State Regulations is based on the version that is currently on the City's website - signed by Lt. Gov Mallot and Department of Law April 2016.

The State's regulations pertaining to the licensing and operation of marijuana businesses are long and can be complex. This is a new process for all of us, so there will be issues and clarifications and understanding of the regulations that may be required as we move through the process.

After review of his application and state's license application information and the Zoning Code, Zoning Administrator Rushmore determined that the cultivation and manufacturing component of the marijuana business does not meet either the allowed or the conditional uses of the Commercial District. Mr. Martinsen is appealing the administrative decision as it concerns the cultivation and manufacturing aspects of the proposed business.

Review Criteria:

Commercial District
Standards
3 AAC Chapter 306

WMC 20.44
WMC 20.52
Regulation of Marijuana Industry

Findings:

The City and Borough of Wrangell at this time has only adopted Chapter 10.46: PROHIBITION OF CONSUMPTION OF MARIJUANA IN A PUBLIC PLACE (attached). Any proposed marijuana business must meet the existing zoning code requirements.

Staff's initial conversation with the applicant Mr. Martinsen was early on prior to the visit and presentation by Ms. Franklin, so staff's knowledge as to licensing requirements was in the infant stages. Mr. Martinsen was also not very specific as to the types of licenses he would be seeking. During a later conversation with the applicant, I indicated, incorrectly as it turns out, that his proposed cultivation permit could potentially be obtained through a conditional use permit. Staff was traveling when his actual permit and copies of his state license applications were submitted for review as a conditional use. After review of his application and state's license application information and the Zoning Code, Zoning Administrator Rushmore made a determination that the cultivation and manufacturing component of the marijuana business did not meet either the allowed or the conditional uses of the Commercial District. The proposed retail portion of the business would be allowed within the Commercial District, permitted outright, assuming the applicant meets the 500 foot from a school/youth center as required by the State. Mr. Martinsen is appealing the administrative decision as it concerns the cultivation and manufacturing aspects of the proposed business.

Mr. Martinsen is seeking to cultivate (grow) marijuana hydroponically. He is seeking to manufacture extract from the marijuana plants and also to ultimately sell a retail product. He requires 3 licenses from the State for standard cultivation, product manufacture and retail sales. Currently, per the Zoning Administrator's determination, only the retail aspect of his proposed businesses is allowed at the proposed site within the Commercial District.

Land Use and Principal Uses

The Commercial District (WMC 20.44.010) is intended to provide for the continued use and expansion of the commercial center, prevent uses having an adverse effect on nearby properties or needlessly compete for commercial space. WMC 20.44 Commercial allows under Section 20.44.020(A) Retail and Wholesale Businesses. The exact uses- hydroponic cultivation and extraction manufacturing - as proposed by the applicant are not specifically mentioned as an allowed use. Looking within the WMC code for similar type uses, the following definition was found:

Agriculture 20.08.080 "activities involving cultivating soil, producing crops, and raising livestock and fowl". (this was added in 2013 when the RMU District was added)

There were no definitions for wholesale, extraction, manufacturing or retail.

Agricultural uses are specifically allowed in the RMU District as a Principal permitted use. "Retail and Wholesale" uses are permitted in the Commercial District and the RR-2 Districts. Manufacturing is a Principal Use in the Industrial and Light Industrial Districts and in Waterfront Development District if marine oriented.

The State's Chapter 306 Regulation of Marijuana Industry, defines "extraction or marijuana extraction means production of marijuana concentrate by any water-based, food-based, or solvent-based method (3AAC 306.990 (17) (p.128).

According to the State's regulations for Marijuana product manufacturing facility license (3AAC306.500) (p. 61-62) "a person may not extract marijuana concentrate for sale, or formulate or manufacture any marijuana product for sale unless that person has obtained a marijuana product manufacturing facility license..."

3AAC 306.505 (p. 63) says a licensed marijuana product manufacturing facility is authorized to "extract marijuana concentrate"

According to the State Regulations, there are two types of marijuana cultivation licenses: a standard cultivation facility license and a limited cultivation facility license (3 AAC306.400)(p. 46).

A limited cultivation facility is one that has less than 500 square feet under cultivation. (3 AAC306.410) (p.48-49). It is not clear to staff if propagation rooms are considered in the square foot for cultivation. The applicant is proposing just over 1200 square feet for grow rooms so will require a standard cultivation facility license (3 AAC306.405) (p.47-48).

Mr. Martinsen is appealing the decision of staff based on his belief that what he is proposing is permitted under WMC 20.44.030 Accessory Uses Permitted. Specifically that his proposed uses meet the requirements of "uses and structures which are clearly incidental and subordinate to principal uses permitted and which will not create a nuisance and hazard."

Staff would argue that because the State requires a specific license for the cultivation and manufacturing, that these uses are not incidental and subordinate, but complement his proposed retail facility.

The Planning and Zoning Commission should consider the following:

- 1) Is cultivation and/or manufacturing a "wholesale" use as meant by WMC20.44.020(A); or
- 2) Is cultivation and/or manufacturing an incidental and subordinate use to his proposed retail store.

Should the Commission agree with either of the above, and approve the proposed uses as allowable, the Commission should clearly document findings as to why they agree and are overturning the Zoning Administrator's determination.

Note: At this time, there is some question as to whether the distance is 500 feet from the youth center as required, measured from the boundary to the licensed facility door. Staff measured the distance this morning and measured just under 500 feet. I have made inquiries to the State to clarify measuring requirements, have talked to the applicant, and will re measure prior to the meeting.

KELSEY J. MARTINSEN
P. O. Box 110
WRANGELL, AK 99929

April 7, 2016

CITY CLERK
APR 07 2016
RECEIVED

Kim Lane, City Clerk
Wrangell Planning and Zoning Commission
P.O. Box 531
Wrangell, AK 99929

In Re: Appeal of the denial of a Conditional Use Permit by the Zoning Administrator

Dear Ms. Lane and members of the Planning and Zoning Commission,

The Zoning Administrator recently denied my application for a conditional use permit, and I come now to appeal that decision.

My initial application for a conditional use permit was denied by Zoning Administrator, Carol Rushmore. Her instructions were to appeal to the full Commission, which I now do. I request review of the Administrator's decision by the full Commission. My initial application remains on file with the City.

The basis for this appeal is that I have met the requirements of WMC 20.68.010 through 20.60.100, and that the proposed growing operation will have absolutely no impact on the surrounding environment. Alternatively, this appeal is brought on the basis that what I propose is a permitted use under WMC 20.44.030.

The growing operation will not be visible from a public area or street; and it will not generate any noise, odor, light visible outside the building, or additional traffic.¹ The outside appearance of the building in which it will be housed will not change a bit. The growing operation will use some water, but probably no more than was previously used when the building was a hotel, and will generate no additional demand on the sewer system. A conditional use permit should be granted under WMC 20.44.030.

Moreover, the growing operation is incidental to the primary purpose and use of a permitted use, namely the retail sale of marijuana products. The retail sale of marijuana products and is generally permitted under WMC 20.44.020 and has been determined to be a permitted use by Zoning Administrator, Carol Rushmore. The growing operation is subordinate to the retail sale.

¹ The retail business, also proposed, will generate traffic in the commercial district, but Ms. Rushmore has already approved the retail shop.

WMC 20.44.030 Accessory uses permitted.

Uses and structures which are clearly incidental and subordinate to principal uses permitted and which will not create a nuisance or hazard are permitted in this district as accessory uses.

Wrangell Municipal Code 20.44.030. The proposed use, the indoor cultivation of a small amount of marijuana creates no hazard and no nuisance, and is subordinate to the primary use of the property, the sale of marijuana.

There is already a restaurant on the property. Surely, the commission would not prohibit the indoor cultivation of herbs or vegetables for use in meal preparation. This circumstance is similar, and the commission should not prohibit the growing of Marijuana to be used in the preparation of products for retail sale.

For the reasons set out above, the Planning and Zoning Commission should approve (1) a conditional use permit because the proposed operation creates no nuisance or hazard and does not alter the commercial environment in any way, and (2) approve the proposed use because the growing of marijuana is incidental and subordinate to the retail sale of marijuana products.

Sincerely,



Kelsey J. Martinsen
Applicant

Carol Rushmore

From: ecodev@wrangell.com
Sent: Monday, April 04, 2016 11:23 AM
To: Kelsey J. Martinsen
Cc: Kim Lane; Carol Rushmore; Jeff Jabusch
Subject: Request for marijuana license application

Kelsey,

Thank you for speaking with me this morning and answering some of my questions last week regarding your proposed growing operation.

Based on review of the state license application information that you submitted to my office, your Conditional Use application, and review of the Wrangell Zoning Code, as Zoning Administrator I have determined that the proposed growing operation and manufacturing facility you propose to be located at the back of the building that also houses the Diamond C Restaurant, are not permitted uses or conditional uses under the Wrangell Zoning Code in the Commercial District. The retail selling of marijuana would be a permitted use.

If you choose to appeal my decision, please write a letter to the Planning and Zoning Commission expressing your desire to appeal, why you are appealing, and the basis for your belief that the activities meet the code requirements. You can drop the letter off with the Kim Lane the City Clerk, or with me on Wednesday. Should you choose to appeal, the Planning and Zoning Commission will review my decision and your request.

You also will be interested in knowing that the Assembly will be having a workshop on Marijuana before their next regular meeting on 4/12 and the Planning and Zoning Commission are also having a workshop before their meeting on 4/14 at 6:00pm.

If you have any questions, please email, or I will be back in the office on Wednesday.

Sincerely,

Carol Rushmore
Economic Development Director

Sentinel → March 24, 2016

promotions of say, \$9.99 a pound. That way they can say they have discounted the product \$8 so it looks like a big saving for the consumer. Instead of promoting the fish for four weeks, maybe they will run it for 10 or 15 weeks out of the year. It just depends on how much success they have with it," he explained, adding that processors and distributors often have to pay (or reduce their prices) to get a retailer to promote product at a discounted price.

The increased supply of sock-eye from back to back bumper years at Bristol Bay also has had a big impact on what buyers are willing or able to pay. The big harvests mean more of the reds must be sold through discounts; that leads to a lower wholesale price, which affects the exvessel (dock) price.

"Promotions and discounts are a double-edged sword," Wink said. "They lead to lower prices, but are a necessary tool to move larger volumes of product through the supply chain. Without them, inventories would swell and product would go to waste."

Grundens for gals - Grundens, the go-to brand for heavy duty rain gear, has launched a line for women.

"Women would send us emails saying, 'We love your gear, we wear it all the time, but it's built for guys,' said Eric Tiejie, Global Product Director. "Either the sleeves are too long or they are too big in the shoulders. It was really just uncomfortable and cumbersome for women to wear." Tiejie credits a push by the

as are state commercial fisheries director, Scott Kelly, and Rep. Louise Stutes (R-Kodiak), who also chairs the legislative Fish Committee. Gunnar Knapp, director at the Institute of Social and Economic

Public Notice

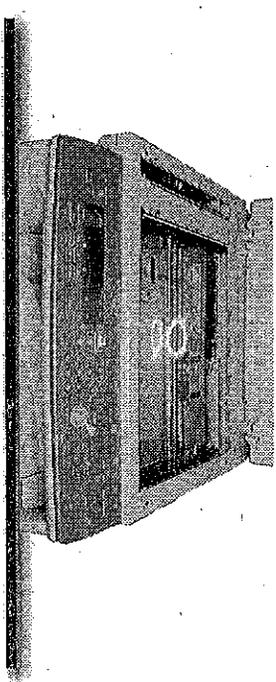
KELSEY J MARTINSEN, SARINEE NUAMNUI are applying for a new Standard Marijuana Cultivation Facility License 3 AAC 306.400(1), doing business as HAPPY CANNABIS located at 225 South Front Street, Wrangell, AK 99929, UNITED STATES. Interested persons should submit written comment or objection to their local government, the applicant, and to the Alcohol & Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.
Publish: March 17, 24 and 31, 2016

Public Notice

KELSEY J MARTINSEN, SARINEE NUAMNUI are applying for a new Marijuana Concentrate Manufacturing Facility License 3 AAC 306.515, doing business as HAPPY CANNABIS located at 225 South Front Street, Wrangell, AK 99929, 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, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.
Publish: March 17, 24 and 31, 2016

Public Notice

SARINEE NUAMNUI, KELSEY J MARTINSEN are applying for a new Retail Marijuana Store License 3 AAC 306.300, doing business as HAPPY CANNABIS located at 225 South Front Street, Wrangell, AK 99929, 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, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.
Publish: March 17, 24 and 31, 2016



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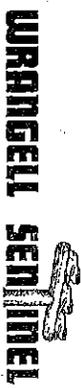
FINISHING OPTIONS:

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- Collating (Sets)

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With the cost of pages printed by color inkers at home approaching \$1.00 (or even more) per page, it makes "cents" to send your projects to the Wrangell Sentinel. Try our copy services today.

More complicated copying may require several days. Check with us for a quote.



P.O. Box 798 - 205 Front St. Wrangell, AK 99929
Ph: 874-2301 • Fax: 874-2303 Email: wrgsent@gmail.com

CITY OF WRANGELL, ALASKA
CONDITIONAL USE APPLICATION

PLANNING AND ZONING COMMISSION
P.O. BOX 531
WRANGELL, ALASKA 99929
Application Fee: \$50

RECEIVED
MAR 30 2016
WRANGELL CITY HALL

I. Applicant's Name and Address: Kelsey J. Martinsen
P.O. Box 110
Wrangell, AK 99929

Applicant's Phone Number: 907-305 0292

II. Owners's Name and Address: Kelsey J. Martinsen
Sarinee Nuamnui
P.O. Box 110 Wrangell, AK 99929

Owner's Phone Number: 907 305 0292

III. Legal Description: Lot 1, Block 1-A, U.S. Survey Wrangell Tidelines
Parcel No. _____ Subdivision
1119

IV. Zoning Classification: Commercial

V. Specific Request: Request to cultivate marijuana
hydroponically.

VI. Site Plan shall be submitted with the application. The plan shall show existing and proposed structures, driveways, roadways, existing and proposed grading. Additional information shall be furnished upon request of the Zoning Administrator.

VII. Construction Schedule: BEGIN: ASAP END: 6/9/16

SIGNATURE OF OWNER: [Signature] DATE: 3/30/16

SIGNATURE OF APPLICANT: [Signature] DATE: 3/30/16

If more than one owner or if more than one parcel is involved, attach all signatures on a separate piece of paper identifying which parcels are owned by which persons.

Written authorization of the property owner must be submitted with this application if the applicant is other than the owner.

SILICA BLAST

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

HYDROGUARD

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	

1-05-1

GUARANTEED ANALYSIS:

Iron (average)	1.0%
Phosphorus (average)	0.005%
Sulfur (average)	0.005%
Aluminum (average)	0.005%
Other elements	



Kelsey J. Martinsen

Owner Operator



happy
cannabis

happy cannabis



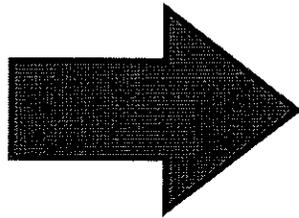
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Alaska Marijuana Control Board
**Operating Plan Supplemental
Form MJ-04: Marijuana Cultivation Facility**

What is this form?

This operating plan supplemental form is required for all applicants seeking a marijuana cultivation facility 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 4** 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 306.420(2).

What additional information is required for cultivation facilities?

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

- Prohibitions
- Cultivation plan
- Odor control
- Testing procedure and protocols
- Security

This form must be submitted to AMCO's main office before any marijuana cultivation facility 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:	Kelsey Jene Martinsen	License Number:	10201		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Happy Cannabis				
Premises Address:	225 South Front Street				
City:	Wrangell	State:	ALASKA	ZIP:	99929



Alaska Marijuana Control Board
**Operating Plan Supplemental
 Form MJ-04: Marijuana Cultivation Facility**

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

Section 2 – Prohibitions

Applicants should review 3 AAC 306.405 – 3 AAC 306.410 and be able to answer “Agree” to all items below.

The marijuana cultivation facility will not:

Agree Disagree

Sell, distribute, or transfer any marijuana or marijuana product to a consumer, with or without compensation

Allow any person, including a licensee, employee, or agent, to consume marijuana or marijuana product on its licensee premises or within 20 feet of the exterior of any building or outdoor cultivation facility

Treat or otherwise adulterate marijuana with any organic or nonorganic chemical or compound to alter the color, appearance, weight, or odor of the marijuana

Section 3 – Cultivation Plan

Review the requirements under 3 AAC 306.420, and identify how the proposed premises will meet the listed requirements.

Describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

The facility will have two propagation rooms, the first is 14.7' x 6.4' x 10', and the second is 14.7' x 11.3' x 10'. The facility will have 15 separate grow rooms. The dimensions of each are 13.9' x 5.8' x 8.5'.
 The total square feet for propagation one is 14.7' x 6.4 = 94.1 square feet.
 The total square feet for propagation two is 14.7' x 11.3' = 166.1 square feet.
 The total square feet for the grow rooms are 13.9' x 5.8' = 80.6 square feet.
 80.6 square feet x 15 rooms is 1209 feet squared.
 94.1 square feet + 166.1 square feet + 1209 square feet = 1469.2 square feet total.



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Describe the marijuana cultivation facility's growing medium(s) to be used:

The facility will use Shallow Water Cultivation Hydroponics. The growing medium will be Growstones, (hydroponic substrate made from manufactured glass bottles), and nutrient enriched water. The plant will be started in the Growstones, and the roots of the plants will be suspended in the nutrient rich, oxygenated water.

Describe the marijuana cultivation facility's fertilizers, chemicals, gases, and delivery systems, including carbon dioxide management, to be used:

Clonex will be used to propagate clones.
The base nutrient solution is a two part hydroponic solution called Aqua Flakes A, and Aqua Flakes B. (please see attached for nutrient content).
The additives are:
Hydroguard, Silica Blast, Rapid Start.
PH Up.
PH Down.
(Please see attached file, "ingrediants_01")

Describe the marijuana cultivation facility's irrigation and waste water systems to be used:

Each grow room system will have 80 gallons of reverse osmosis water mixed with nutrients. The nutrient solution will be recirculated from a 5 gallon insulated control bucket to a insulated box lined with waterproof pond material that is 2' x 10' x 1'.
The first propagation room will have two of these same systems, and the second propagation room will have 4 of these same systems.
Weekly, the water will be drained into the sewage system to be treated at the wastewater treatment plant.



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Describe the marijuana cultivation facility's waste disposal arrangements:

After the plant is cultivated the roots stalks, stems and leaves that will not be sold will be ground and stored in 35 gallon containers. The containers will only be filled half way to allow for room of material to be added to make product inert. The software will record weight of product and initialize notice to board. Three days after the notice is initiated we will mix the product with used fryer oil in equal weights of oil and cannabis. The software will then generate a transport manifest, and the licensee, employee, or agent of the facility will transport waste to the local bailer facility.

Section 4 – Odor Control

Review the requirements under 3 AAC 306.430, and identify how the proposed premises will meet the listed requirement.

Describe the odor control method(s) to be used and how the marijuana cultivation facility will ensure that any marijuana at the facility does not emit an odor that is detectable by the public from outside the facility:

The propagation rooms, drying/curing room, and grow rooms will be equipped with carbon filters that draws air from the room with an Inline Duct Fan that will create negative pressure. The negative air pressure in the room will not allow smells to escape. The facility has made sure to use filters that are rated above the suggested filters for the size of the rooms. The interior walls and ceilings will be lined with a vapor barrier, and painted with latex paint to keep smells from permeating through.

Propagation Room #1 will be equipped with a 8" x 24" carbon filter and a 8" Inch Inline Duct Fan. The suggested CFM (Cubic Feet per Minute) for that area is 464. The actual CFM rating of the filter is 750.

Propagation Room #2 will be equipped with an 8" x 39" carbon filter and a with an 8" Inch inline duct fan. The suggested CFM for that area is 704. The actual CFM rating of filter is 950. The grow rooms and drying/curing will each be equipped with an 8" x 24" carbon filter and an 8 Inch inline duct fan. The suggested CFM for those rooms area are 419. The actual CFM rating of the filter is 750.

The strains grown will be started a week a part to stagger the grow. This allows for only three to six plants out of 45 to be maturing at a time. This is optimal to reduce smell opposed to having all 45 plants flowering at one time.



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Section 5 – Testing Procedure and Protocols

Review the requirements under 3 AAC 306.455 and 3 AAC 306.465, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the item below.

I understand and agree that:

Agree Disagree

The board will or the director shall from time to time require the marijuana cultivation facility to provide samples of the growing medium, soil amendments, fertilizers, crop production aids, pesticides, or water for random compliance checks



Describe the testing procedure and protocols the marijuana cultivation facility will follow:

After a specific strain of cannabis is dried cured, and batched together, the licensee who will be designated sample taker, will take a random homogeneous sample. The weight will be recorded in the software system and designated testing. The software will print out document the licensee will sign stating samples have been randomly taken. A copy of document will go to the testing facility, a copy will remain at our facility. The software will print out all labels, and manifests in compliance with 3 AAC 306.750.

The licensee, staff, or agent of licensee will then divide cannabis into 5 lb wholesale food grade mylar zip lock bags. The bags will be bar coded as awaiting testing. In the bags we will include Boveda humidity packs. After labeling we will segregate the cannabis into separate locked storage container designated for cannabis that is awaiting testing. After testing is complete we will store records.



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Section 6 – Security

Review the requirements under 3 AAC 306.430 and 3 AAC 306.470 – 3 AAC 306.475, and identify how the proposed premises will meet the listed requirements.

Applicants should be able to answer "Agree" to the two items below.

The marijuana cultivation facility applicant has:	Agree	Disagree
Read and understands and agrees to the packaging of marijuana requirements under 3 AAC 306.470	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Read and understands and agrees to the labeling of marijuana requirements under 3 AAC 306.475	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Restricted Access Area (3 AAC 306.430):	Yes	No

Will the marijuana cultivation facility include outdoor production? Yes No

If "Yes", describe the outdoor structure(s) or the expanse of open or clear ground fully enclosed by a physical barrier:



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Describe the method(s) used to ensure that any marijuana at the marijuana cultivation facility cannot be observed by the public from outside the facility:

All rooms where cannabis is grown, transported, harvested cured and stored are enclosed to the public. There are no windows in which the public may observe cannabis being cultivated. The smells of the cannabis are filtered thoroughly.

I certify that as a marijuana cultivation facility, I will submit monthly reports to the Department of Revenue and pay the excise tax required under AS 43.61.010 and 43.61.020 on all marijuana sold or provided as a sample to a marijuana establishment, as required under 3 AAC 306.480.

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

 Printed name

Subscribed and sworn to before me this ____ day of _____, 20____.

 Notary Public in and for the State of Alaska.

My commission expires: _____



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{Additional Space as Needed):



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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:	Kelsey Jene Martinsen	License Number:	10201		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Happy Cannabis				
Premises Address:	225 South Front Street				
City:	Wrangell	State:	ALASKA	ZIP:	99929
Mailing Address:	PO Box 110				
City:	Wrangell	State:	ALASKA	ZIP:	99929
Primary Contact:	Kelsey Jene Martinsen				
Main Phone:	(907) 305-0292	Cell Phone:	(907) 305-0292		
Email:	diamondchotel@gci.net				



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:

Restricted access areas will be secured behind commercial grade doors, with commercial grade keypad locks. Only the licensee, or authorized personal will have combination to those locks. The doors will be marked with signs stating "Restricted Access Area, Visitors Must Be Escorted."

A licensee, employee, or Agent of the marijuana establishment shall wear a current identification badge bearing the person's photograph.

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

The licensee, employee or agent of the marijuana establishment will require identification of the visitor to check if they are 21 years of age or older.

They will then be given a visitor identification badge, and escorted at all times by the licensee, an employee, or agent of marijuana establishment, while they are in restricted access area.

The licensee, an employee, or agent of the licensee shall supervise no more than five visitors at a time.



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Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

The name, license number, type and state issue of license, date, and time of entry will be recorded on designated monthly visitor log before the visitor is escorted through the facility. When the visitor departs staff responsible for visitor will record departure time. Logs will be stored on sight for six months, then stored off sight after that.

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

Please see attached file "photo_ID_template.jpg"



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 ramp and deck leading the entrance will be illuminated to allow the security cameras 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.

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

Every exterior door and window will have alarm triggers. When triggered, sirens in the interior of the building and exterior of the building will sound, and the police will be notified through a land line. If the land line is not working the police will be notified through a back up GMS signal. Signs will be placed on all windows, and exterior doors advertising the security 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 main console of the alarm system has built in functionality to manually and automatically arm the system. We will use this functionality to arm the system while the premises are closed.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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

Our point of sale tracks all inventory from seed to sale. Inventory of all cannabis will be conducted before we open, when we close, or during any shift change by scanning barcodes of products, and cannabis plants. The cannabis products will be stored in a secure room, within a secure lock box, monitored by security cameras. All cannabis grown in facility will be monitored by security cameras.

The BioTrackTHC system uses biometric chain of custody tracking for all products in inventory. The system records the name, date and time of the employee who handled the plant, allowing all warehouse activity to be tracked. The software has built in inventory forensic reports which cannot be altered by user or the software company itself.

Describe your policies and procedures for preventing loitering:

Signs will be placed outside entrance and inside retail marijuana shop stating, "Notice: No Loitering". There are no benches, seats, or open areas to encourage loitering. When the licensee, an employee, or agent of the licensee observes loitering they will confront loiterers and ask them to leave. If they do not leave we will call police as the facility is privately owned property.

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:

Motion detectors are located in Retail Marijuana Store, Licensee's Office, and Cannabis Storage room. There is also a panic button located in Retail Marijuana store.



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:

The licensee, an employee, or agent of the licensee will check video cameras to verify the event while waiting for monitoring station to call. They will then answer the telephone and confirm the situation to the security station. They will then wait for police to arrive. After police have arrived and secured the area they will disarm security system and file the appropriate reports.

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:

Please see attached file "surveillance_camera_diagram01.jpg"

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:

The surveillance record room is stored in a secure separate room located in the licensee's office. It is housed by a commercial door, and commercial key code lock. The system will only be accessible by licensee who will grant access to local law enforcement, or agents of the board. When the licensee is away from facility a temporary code will be given to authorized personal to access the surveillance room when law enforcement or an agent of the board requests. When licensee returns the temporary key will be deleted.

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Records related to advertising and marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A current diagram of the licensed premises including each restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A log recording the name, and date and time of entry of each visitor permitted into a restricted access area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
All records normally retained for tax purposes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f)	<input checked="" type="checkbox"/>	<input type="checkbox"/>



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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:

Data, and electronically maintained records are stored on a server that is located in the surveillance room. The server is equipped with a raid,(redundant array of inexpensive disks), allowing for data to be preserved if the hard drives fail. Independent back ups will be automatically performed weekly onto a cloud based service. Files will be encrypted with password protection.

The accounting software is QuickBooks Online and it is cloud based, and the records are not stored on the facility, but can be accessed by owner from multiple different web browsers. Paper documents will be scanned and saved before they are stored on sight in a locked filing system in the licensee's office. They will be moved to locked storage on the date they are no longer required to be stored on site.



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:

We are using a seed to sale software solution called BioTrackTHC. The entire life cycle of the plant is tracked assigning it a unique 16 digit bar code from the moment of cultivation. The plant receives a new bar code every time it enters a new stage in the plant life cycle while still being linked to the original bar code. Each plant is scanned every time it needs to be assigned to a different room in the grow house. Multiple rooms can be created in the grow house to designate the various stages of the grow phase, separate plant components, separate clones, or separate plants designated for destruction.

The software provides full traceability that allows the State to track cultivation, harvesting, processing, lab testing, transportation and sales. The third party system integration allows the licensee and state employees real time data exchange through a secure web user interface. The open API the State has adopted allows BioTrackTHC to provide the information the state needs in the format it requests.



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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

Initially the licensee, employees, or agent of licensee will take a state approved marijuana handler permit education course and test to receive course completion certificate. The certificates will be presented to the director in order to receive marijuana permit card. When cards are issued reminders will be set in facility software to renew the permits at an appropriate time before they expire. Potential new hires will have to show they have received marijuana handling permit before they are given an application for the business, and will be instructed on how to do so. New hires will be inputted into reminder system.



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:

After the plant is cultivated the roots stalks, stems and leaves that will not be sold will be ground and stored in 35 gallon containers. The containers will only be filled half way to allow for room of material to be added to make product inert. The software will record weight of product and initialize notice to board. Three days after the notice is initiated we will mix the product with used fryer oil in equal weights of oil and cannabis. The software will then generate a transport manifest, and the licensee, employee, or agent of the facility will transport waste to the local bailer facility.

Wastewater from hydroponic system will be drained into city sewer system to be treated by wastewater treatment plant.

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

Used liquid frying shortening made from liquid soybean oil, hydrogenated soybean oil, TBHQ and citric acid.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

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:

After the plant is cultivated the roots, stalks, stems and leaves that will not be sold will be ground and stored in 35 gallon containers. We will weigh the waste. The containers will only be filled half way to allow for room of material to be added to make product inert. Then we will mix the product with used fryer oil in equal weights of oil and cannabis.



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	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>
The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest	<input type="checkbox"/>	<input type="checkbox"/>



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:

After a batch of cannabis is tested dried and properly cured the licensee, employee or agent of licensee will weigh the product on a Standardized scale connected to computer. The software will record total weight of the strain. We will then divide cannabis into 5 lb wholesale food grade mylar heat sealed bags. In the bags we will include Boveda humidity packs. We will then attach tracking label generated by inventory tracking software and all proper labeling in compliance with 3 AAC 306.475. Cannabis will then be placed in a secured cabinet until it is ready for shipment. Before shipment the cannabis will be placed in a sealed tamper-evident shipping container and labeled with labeling in compliance with 3 AAC 306.475. and a transport manifest generated by tracking system.

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

The licensee's truck is equipped with two digital safety boxes that are concealed under the back seats.



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:

Please see attachments "signage_24_45_01"
"signage_27x25.5_01"

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	<input type="checkbox"/>	<input type="checkbox"/>
Promotes excessive consumption	<input type="checkbox"/>	<input type="checkbox"/>
Represents that the use of marijuana has curative or therapeutic effects	<input type="checkbox"/>	<input type="checkbox"/>
Depicts a person under the age of 21 consuming marijuana	<input type="checkbox"/>	<input type="checkbox"/>
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	<input type="checkbox"/>	<input type="checkbox"/>



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 entrance to the facility will have signs reading, "NOTICE, ALL PATRONS MUST BE OVER 21 YEARS OF AGE WITH VALID PHOTO ID"
The licensee, employee, or agent of the licensee will meet customers at door in retail marijuana shop, (which contains the door to the cultivation facility), to check ID before they are allowed further onto the premises.
All doors to restricted areas are secured with commercial grade doors, and commercial grade key code locks in which the licensee, authorized employees, or agents of the licensee have the code.

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

Printed name

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public in and for the State of Alaska.

My commission expires: _____



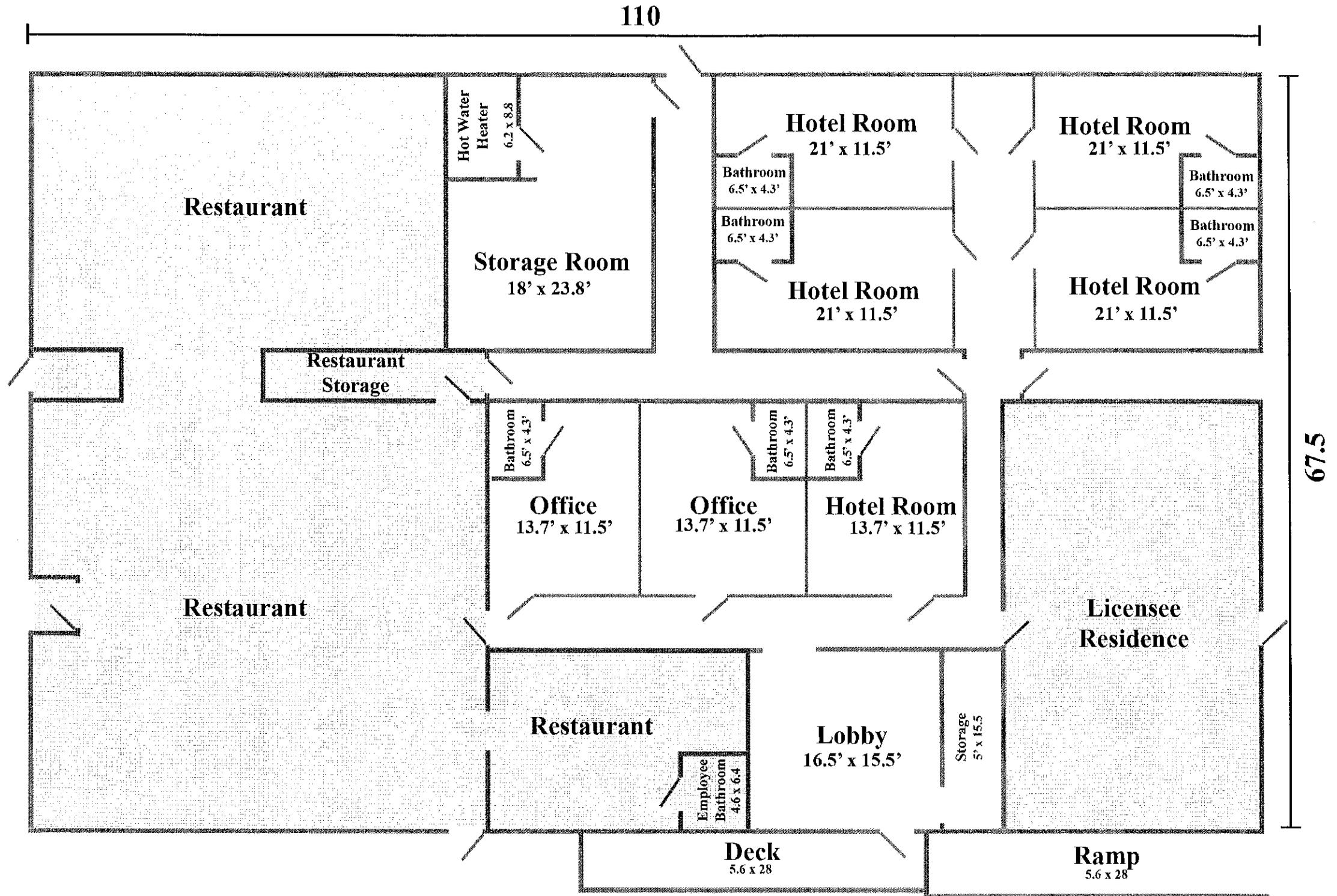
Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Marijuana Control Board

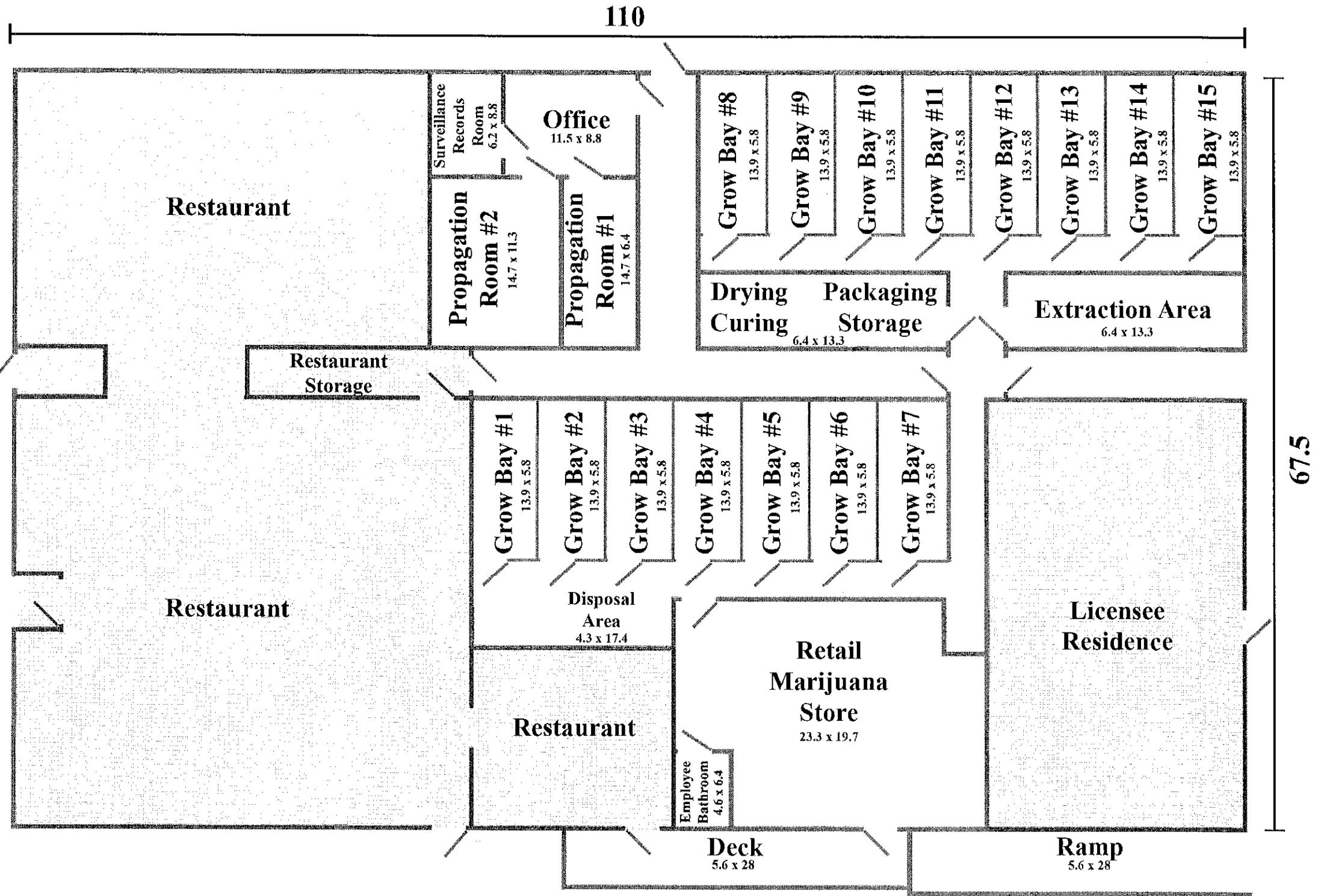
Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):

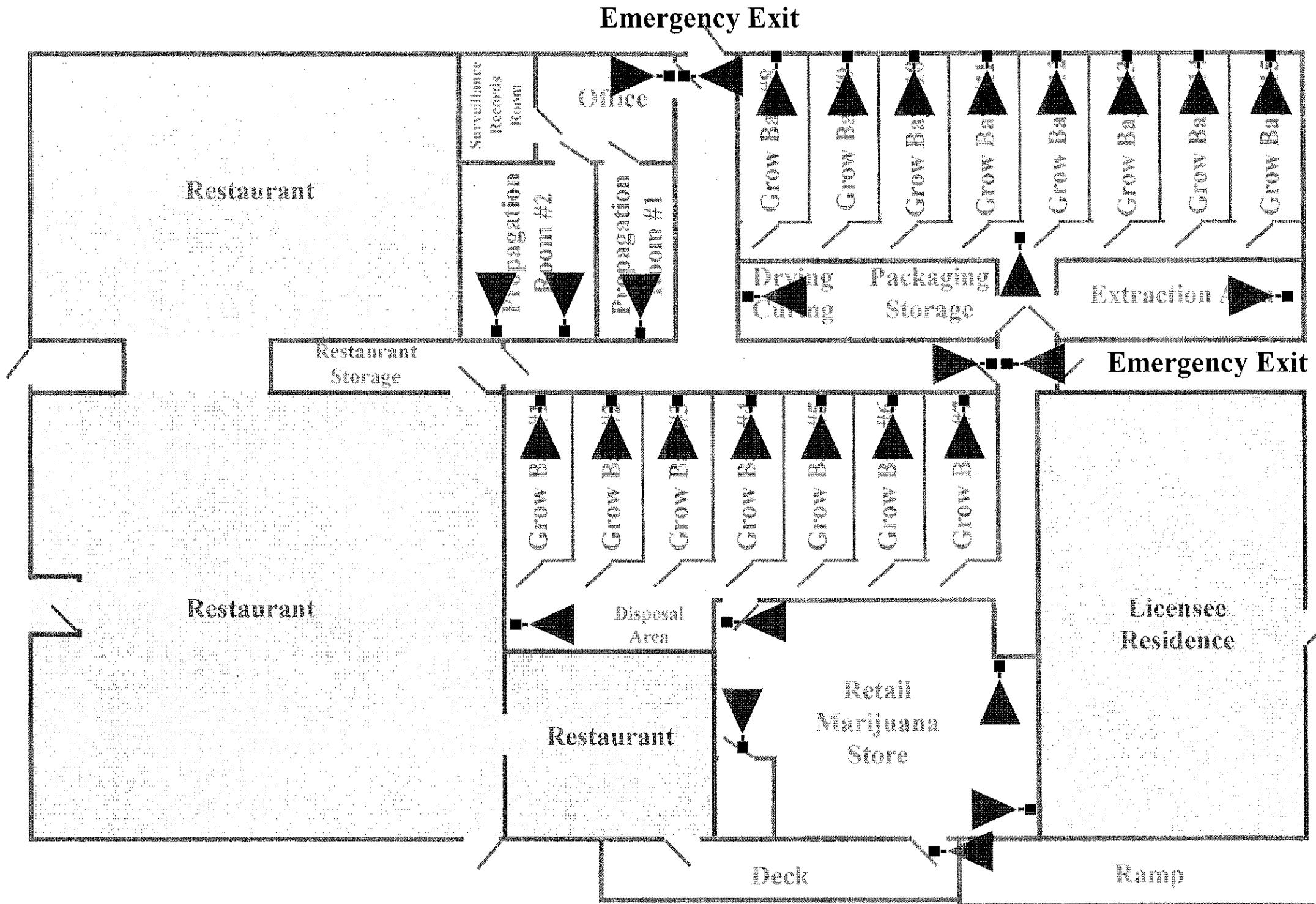
Premises Diagram Hotel



Premises Diagram



Surveillance Camera Diagram



Chapter 20.44
C DISTRICT – COMMERCIAL

Sections:

- [20.44.010](#) Purpose.
- [20.44.020](#) Principal uses permitted.
- [20.44.030](#) Accessory uses permitted.
- [20.44.040](#) Conditional uses.
- [20.44.050](#) Standards.

20.44.010 Purpose.

The commercial district is intended to provide for the continued use and expansion of Wrangell’s commercial center. This land will be regulated to concentrate commercial development and to prevent uses which would have any adverse effects upon nearby properties or would needlessly compete for designated commercial space. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.37.010.]

20.44.020 Principal uses permitted.

The following are permitted uses in this district:

- A. Retail and wholesale businesses;
- B. Business and professional offices;
- C. Banks;
- D. Barbershops and beauty shops; laundries and other consumer services;
- E. Restaurants, cafes and bars;
- F. Theaters and assembly halls;
- G. Clubs, lodges, fraternal organizations and union halls;
- H. Hotels and motels;
- I. Government and civic buildings;
- J. Second-story residential use; and
- K. Animal establishments other than establishments for livestock. [Ord. 867 § 1, 2013; Ord. 785 § 21, 2006; Ord. 462 § 6, 1984; Ord. 349 § 5, 1976; prior code § 95.37.020.]

20.44.030 Accessory uses permitted.

Uses and structures which are clearly incidental and subordinate to principal uses permitted and which will not create a nuisance or hazard are permitted in this district as accessory uses. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984.]

20.44.040 Conditional uses.

The following are uses which may be permitted in the commercial district by action of the commission under the conditions and procedures specified in Chapter 20.68 WMC:

A. Gasoline/service stations. [Ord. 867 § 1, 2013; Ord. 462 § 6, 1984.]

20.44.050 Standards.

The following standards under Chapter 20.52 WMC shall apply within the commercial district:

A. Standards policies: WMC 20.52.005;

B. Air, land and water quality: WMC 20.52.040;

C. Volatile products storage: WMC 20.52.050;

D. Noise: WMC 20.52.060;

E. Airport interference: WMC 20.52.070;

F. Building height: WMC 20.52.080;

G. Setbacks – Yards: WMC 20.52.110;

H. Shoreline dependency: WMC 20.52.120;

I. Piers, docks, shoreline protection and other shoreline construction: WMC 20.52.130;

J. Off-street parking: WMC 20.52.190;

K. Buffers: WMC 20.52.200;

L. Signs: WMC 20.52.210;

M. Redevelopment: WMC 20.52.220;

N. Animal establishments: WMC 20.52.270. [Ord. 867 § 1, 2013; Ord. 785 § 22, 2006; Ord. 462 § 6, 1984.]