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-31: Walk-Up or Drive-Through Exterior Window Pick-Up Diagram and Operating Plan

Why is this form needed?

This form and your attached diagram is required for all marijuana retail establishment licensees seeking to alter the functional floor plan to include a walk-up or drive-through exterior window at the establishment's existing licensed premises.

There is a $250 application fee which may be made online or by check, cashier's check, or money order.

This form must be completed, submitted to AMCO's Anchorage office, approved by the MCB Board and inspected prior to altering the existing floor plan and/or operating an exterior window.

Section 1 – Establishment Information

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

Licensee:	Dandelion, LLC	**MJ License #:**	29266
License Type:	Retail Marijuana Store		
Doing Business As:	Dandelion Dispensary		

Section 2 – Required Diagram Information

A new diagram is required with this form. For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices. However, AMCO will require full coverage of the walk-up or drive-through exterior window area as required by 3 AAC 306.380(b) and (g).

The following details must be included:

- **License number and DBA**
- **Legend or key**
- **Color coding**
- **Dimensions**
- **Labels**
- **True north arrow**
- **Surveillance room**
- **Licensed premises boundary**
- **Restricted access areas**
- **Storage areas**
- **Entrances, exits, and windows, including walk-up or drive-through exterior window**
- **Walls, partitions, and counters**

Any other areas that must be labeled for specific license types

- **Serving area****
- **Employee monitoring area****
- **Ventilation exhaust points, if applicable****

Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are submitting the MJ-14 form in conjunction with an onsite consumption endorsement application.

Alaska Marijuana Control Board

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Section 3 – Exterior Window Service Operating Plan

Describe how you will comply with the requirements set forth in 3 AAC 306.380 and 3 AAC 306.715. Your response must include include policies and procedures regarding video surveillance, ID verification, display of marijuana or marijuana products, security features including alarm systems and locks, measures to prevent consumers from unlawfully accessing marijuana and funds through the exterior window and licensee control of the area outside of the exterior window.

In-person, telephone, and internet orders will be serviced through the drive-through window so long as the order is paid for and picked up in person by the consumer placing the order. The licensee or the employee shall physically view and inspect the consumer's photographic identification to ensure that each person in a vehicle at the drive-through exterior window is 21 years of age or older, unless the person is the consumer's own child, grandchild, or ward who is not older than seven years of age seated or otherwise required by local or state law to be seated in a car seat or booster seat. Cameras will be placed inside on the interior of the drive-through window so that the video surveillance system has a view of the licensee or employee verifying the consumer's photographic identification and the completion of the transaction. A camera will also be placed to provide a clear view of each vehicle that enters and exits the drive-through window. Marijuana and marijuana products will not be displayed at the drive-through window. Windows will be locked from the inside as well as the door between the drive-through area and the current licensed premise. Motion detection monitored surveillance cameras will be utilized on the drive-through area windows.

Section 4 – Declarations

Read each statement below, and then sign your initials in the corresponding box to the right [if applicable]:	Initials
If a local building permit is required, attach a copy of the license, permit, application to this form.	JB
The proposed changes conform to all applicable public health, fire, and safety laws.	JB
I have included a title, lease or other documentation showing sole right of possession to the additional area(s), including the exterior window area, if the additional area(s) are not already part of my approved licensed premises.	JB
I certify the area immediately outside the walk-up or drive-through exterior window does not include any public property including public streets, public sidewalks, or public parking lots.	JB
I certify I have read, understood and will comply with all requirements set forth in 3 AAC 306.380, 3 AAC 306.715 and 3 AAC 306.720.	JB
I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.	JB

Jordan Badger
Printed Name of licensee

Signature of licensee

Alaska Marijuana Control Board

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Section 5 – Approvals

Local Government Review is required to be completed before submission to the Alcohol and Marijuana Control Office.

Local Government Review (to be completed by an appropriate local government official):	Yes	No	Pending
The proposed changes shown on this form conform to all local restrictions and laws.	X		
A local building permit is required for the proposed changes.	X		

Annette Kreitzer — Signature of local government official

24-002 — Building Permit #

4-22-24 — Date

Annette Kreitzer — Printed name of local government official

HAINES BOROUGH MANAGER — Title

Section 6 – AMCO Review

AMCO Review:	Approved	Disapproved

Signature of Director

Printed Name of Director

Date

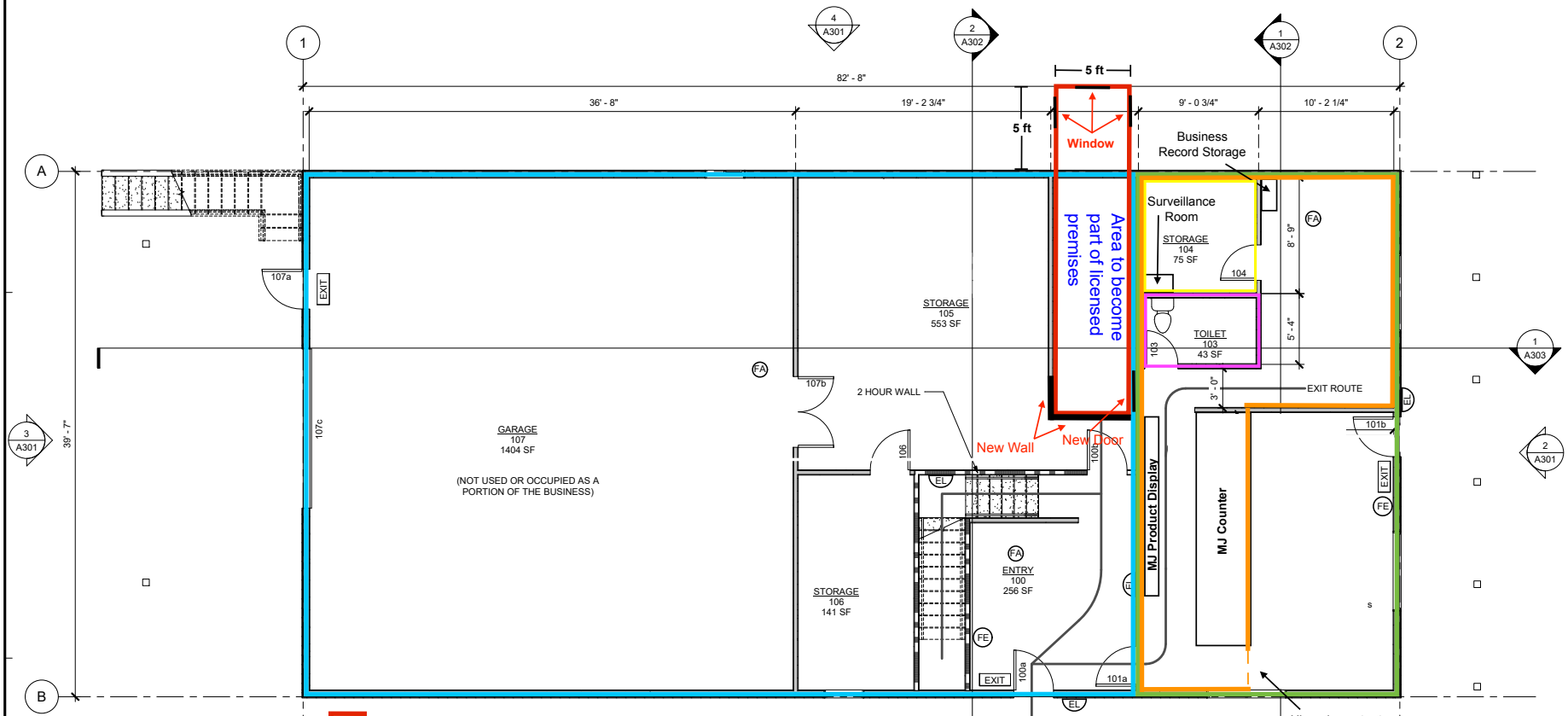
Final Inspection:	Approved	Disapproved

Signature of Enforcement Investigator

Printed Name of Enforcement Investigator

Date

AMCO Comments:



GENERAL NOTES:

1. ALL WALLS ARE EXISTING UNLESS OTHERWISE NOTED

KEYNOTES:

- FA — FIRE ALARM
- S — SMOKE DETECTOR
- EL — EGRESS LIGHT
- EXIT — EXIT SIGN
- FE — FIRE EXTINGUISHER (3A:40 B:C 5 LB)

Proposed diagram change and walk-up/drive-through window

Licensed premises

Restricted access area

Non-licensed premises

Marijuana storage area

Unrestricted restroom

1 FIRST FLOOR PLAN

SCALE: 0 2' 4' 8'

N

Dandelion Dispensary - 29266

DANDELION BUILDING

Haines, Alaska

REVISIONS

SHEET TITLE

FIRST FLOOR PLAN

DATE: 10-14-2022

FILE: 22023

A201

10/14/2022 11:32:15 AM

G:_Projects\22023\CAD\Existing\23023 DANDELION -EX R22.rvt

HAINES BOROUGH, ALASKA
P.O. BOX 1209
HAINES, AK 99827
(907) 766-6400 FAX (907) 766-2716

Jordan Badger
badgerjordan@yahoo.com

DATE: April 22, 2024

Re: Permit #24-002,
Land Use Permit #24-002, Addition
C-785-00-05A0 | Lot 5A Referee's Subdivision | Industrial Light Commercial Zone

Thank you for submitting a land use permit applications to the Borough. Your application is approved per plans submitted and conditions listed.

LAND USE PERMIT EXPIRATION: **4/22/2026**
This permit is valid for two years. If construction is not substantially complete by 4/22/2026, you will be required to apply for a new permit.

CONDITIONS:

1. Buildings shall be placed on a permanent foundation.
2. Setbacks in your zone are 20 feet from streets and 10 feet from other lot lines.
3. Building height cannot exceed 30 feet.
4. This permit does not relieve the owner or authorized representative to comply with the provisions of federal and state laws, which regulate construction and performance of construction.
5. Provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and protect rivers, lakes, and streams from pollution.
6. No significant negative impacts on the surrounding properties are allowed. Including excessive noise, fumes or odors, glare, smoke, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I).

Per the requirements of Haines Borough Code 18.30.010 (I), this permit is consistent with the comprehensive plan, its uses are harmonious with other activities allowed in the zone, and the development will not disrupt the character of the neighborhood. To appeal this decision you must file a notice of appeal with the clerk within 10 days of this letter. A written notice of appeal must state the particular grounds for appeal. Please do not hesitate to contact our office with any questions, comments, or concerns,

Annette Kreitzer, Borough Manager
(office) 907-766-6400 | planner@haines.ak.us
Attachments:

Haines Borough

Planning and Zoning

103 Third Ave. S., Haines, Alaska, 99827

Telephone: (907) 766-6401 * Fax: (907) 766-2716

LAND USE PERMIT APPLICATION

$50 Non-Refundable Fee **Permit #** 24-002

I. Owner/Authorized Representative	Owner's Contractor(If Any)
Name: Jordan Badger	Name:
	Haines Borough Business License #:
Mailing Address: PO Box 1262 Haines, AK 99827	Alaska Business License #:
	Contractor's License #:
Contact Phone: (Day) (Night) 907 314 2412	Mailing Address:
Fax:	Contact Phone: Day Night
	Fax:
E-mail: badgerjordan@yahoo.com	E-mail:

II. Property Information

Property Tax ID #: C-785-00-05A0

Size of Property: 0.69 Acres

Site Street Address: (If Any) 1053 Haines Hwy, Haines AK 99827

Legal Description: Lot (s) 5A Block_____ Subdivision Referee's Sub. U.S. Survey 785, Plat 99-16

OR

Parcel/Tract_____ Section_____ Township_____ Range_____

[Attach additional sheets if necessary.]

Zoning: ☐Waterfront ☐Single Residential ☐Rural Residential ☐Significant Structures Area ☐Rural Mixed Use ☐Multiple Residential ☐Heavy Industrial ☐Waterfront Industrial ☐Commercial ●Industrial Light Commercial ☐Recreational ☐Mud Bay Zoning District ☐Lutak Zoning District ☐General Use

III. Description of Work

Type of Application (Check all that apply)	**Project Description** (Check all that apply)	**Water Supply** Existing or Proposed	**Sewage Disposal** Existing or Proposed
☐Residential ●Commercial _____sq. ft. _____seating capacity if eating/drinking establishment ☐Industrial ☐Church ☐Other _____	☐Single Family Dwelling ☐Change of Use ☐Multi-Family Dwelling Total # of Units _____ ☐Cabin ●Addition ☐Accessory Structure ☐ Other_____	☐None ☐Community well ☐Private well ●Public Water ☐ Other_____ _____	☐None ☐Septic Tank ☐Holding Tank ●Public Sewer ☐ Pit Privy ☐Composting Toilet ☐Other _____

Estimate Cost of Work:	**Land Use Requested For:**
$3000	Constructing 5ft x 5ft addition to building

Required Attachments: ☑ **Site plan (see Attachment A)**

☑ **$50 Non-Refundable Fee (Checks must be made payable to the Haines Borough)**

Per HBC 13.08.100 and 18.60.010, If a property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems. Failure to connect will result in a minor offense subject to penalties.

IV. CERTIFICATION

I hereby certify that I am the owner or authorized representative of the property described above and that I petition for a land use permit in conformance with all of the provisions in the Haines Borough Code. I also certify that the site plan submitted is a complete and accurate plan showing any and all existing and proposed structures on the subject property. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the proposed use. I also understand that all contract work on this project will be done by a contractor holding valid licenses issued by the State of Alaska and the Haines Borough.

I am aware that if I begin work prior to receiving permit approval, I may be assessed a penalty fee, as per HBC 18.30.070. I am also aware that my property will be inspected throughout the duration of the permit to calculate percent complete and valuation of improvements.

Signature (Representatives must provide written proof of authorization) — Date: 2/21/2024

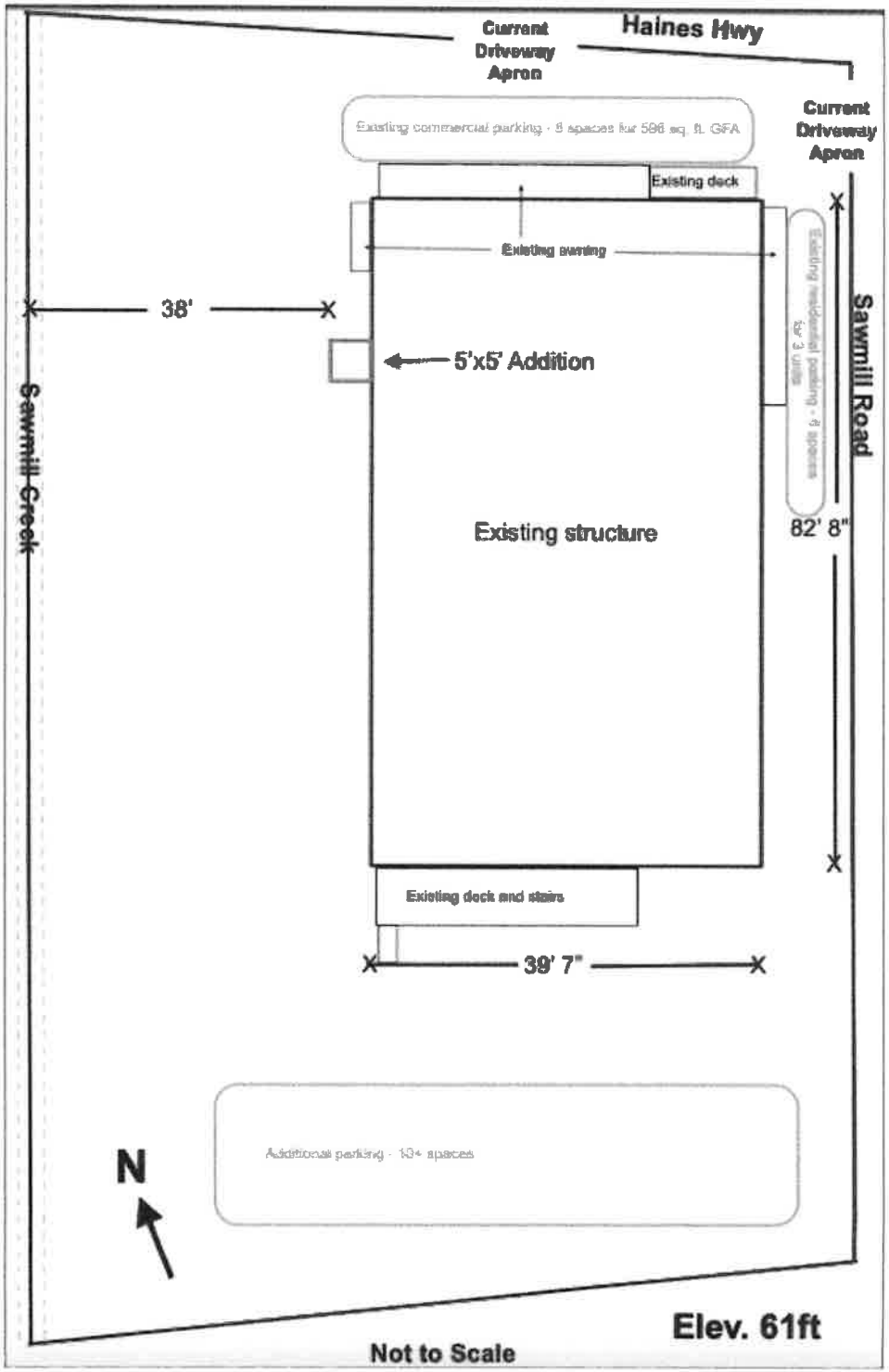
PROVISIONS: The applicant is advised that issuance of this permit will not relieve responsibility of the owner or authorized representative to comply with the provisions of all laws and ordinances, including federal, state and local jurisdictions, which regulate construction and performance of construction, or with any private deed restrictions.

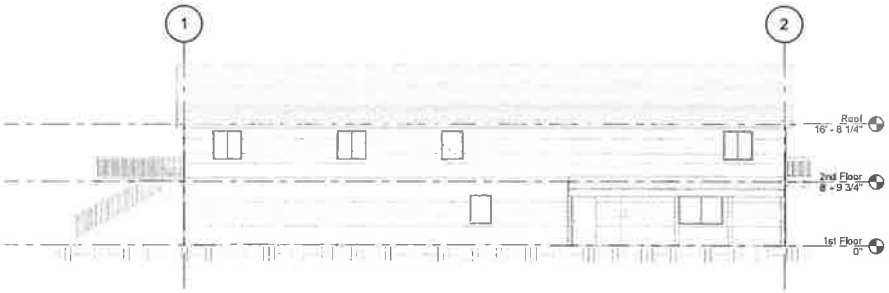
Office Use Only Below This Line

Non-Refundable **Application Fee** $ 50-	**Application is Complete**: (Yes) No
Payment Method: Cash	Notified Via:
Receipt #: 036030	Notified By: Jolsen
Received By: Xlong	Date: 4-24-24 25
Date: 02/21/24	Borough Business License # (If applicable)
02/24 02/26/2024 CR 5103442.0001 Land Use Permit - Jordan Badger 50.00	
If application is **approved**:	If application is **denied**:
Approved By: AC Borough Manager/Designee	Denied By: Borough Manager/Designee
Permit ID #: 24-002	Reason:
Permit Effective Date: 4-22-24	Date:

Notice of Right to Appeal: All decisions of the Borough Officials are appealable per HBC 18.30.050

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED


Current Driveway Apron
Haines Hwy
Current Driveway Apron
Existing commercial parking - 8 spaces for 586 sq. ft. GFA
Existing deck
Existing awning
Existing residential parking - 9 spaces for 3 units
38'
5'x5' Addition
Sawmill Road
Sawmill Creek
Existing structure
82' 8"
Existing deck and stairs
39' 7"
Additional parking - 13+ spaces
N
Not to Scale
Elev. 61ft



1 EXTERIOR ELEVATIONS

SCALE: 0 4' 8' 16'

View from East of Existing Structure

2 EXTERIOR ELEVATIONS

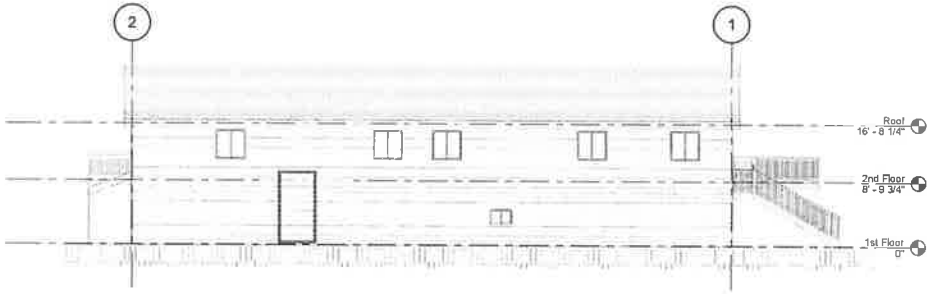
SCALE: 0 4' 8' 16'

View from Haines Hwy

3 EXTERIOR ELEVATIONS

SCALE: 0 4' 8' 16'

View from South of Existing Structure



4 EXTERIOR ELEVATIONS

SCALE: 0 4' 8' 16'

View from West of Existing Structure

REVISIONS

SHEET TITLE
EXTERIOR ELEVATIONS

DATE 10-14-2022
FILE 20829

A301