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:	Cosmic SeaWeed, LLC	**MJ License #:**	21417
License Type:	Retail Marijuana Store		
Doing Business As:	Cosmic Cannabis Company		

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.

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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.

Cosmic Cannabis Company will provide customers with the options of in-person, telephone and Internet orders for purchasing marijuana and/or marijuana products for the walk up/drive through exterior window so long as the order is paid for and picked up in person by the customer placing the order. The licensee or an employee shall physically view and inspect the customer's photo identification to ensure that the person is 21 years of age or older. The licensee or employee will ask if there are any persons in the vehicle between the age of 7 and 21, if there are children in the vehicle under the age of 7, the licensee or employee will ask if the child(ren) under 7 (seated or otherwise required by local or state law to be seated in a car seat or booster seat) is the customer's own child, grandchild, or ward. Cameras will be placed inside of the interior of the walk up/drive through exterior window so that the video surveillance system has a view of the licensee or employee verifying the customer's photo identification and the complete sales transaction. A camera will also be placed to provide a clear view of each vehicle or person that enters and exits the walk up/drive through exterior window. Marijuana and marijuana products will not be displayed at the walk up/drive through exterior window. The window will be locked from the inside at all times when not in use. An audible sound will play in the sales area and the retail sales floor when a person or vehicle approaches the walk up/drive through exterior window.

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.	CL
The proposed changes conform to all applicable public health, fire, and safety laws.	CL
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.	CL
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.	CL
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.	CL
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.	CL

Chris Long
Printed Name of licensee

Chris Long
Signature of licensee

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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.	☑	☐	☐
A local building permit is required for the proposed changes.	☐	☑	

Renee Krause
Signature of local government official

NA
Building Permit #

1.28.25
Date

RENEE KRAUSE
Printed name of local government official

City Clerk
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:

City of Homer
www.cityofhomer-ak.gov

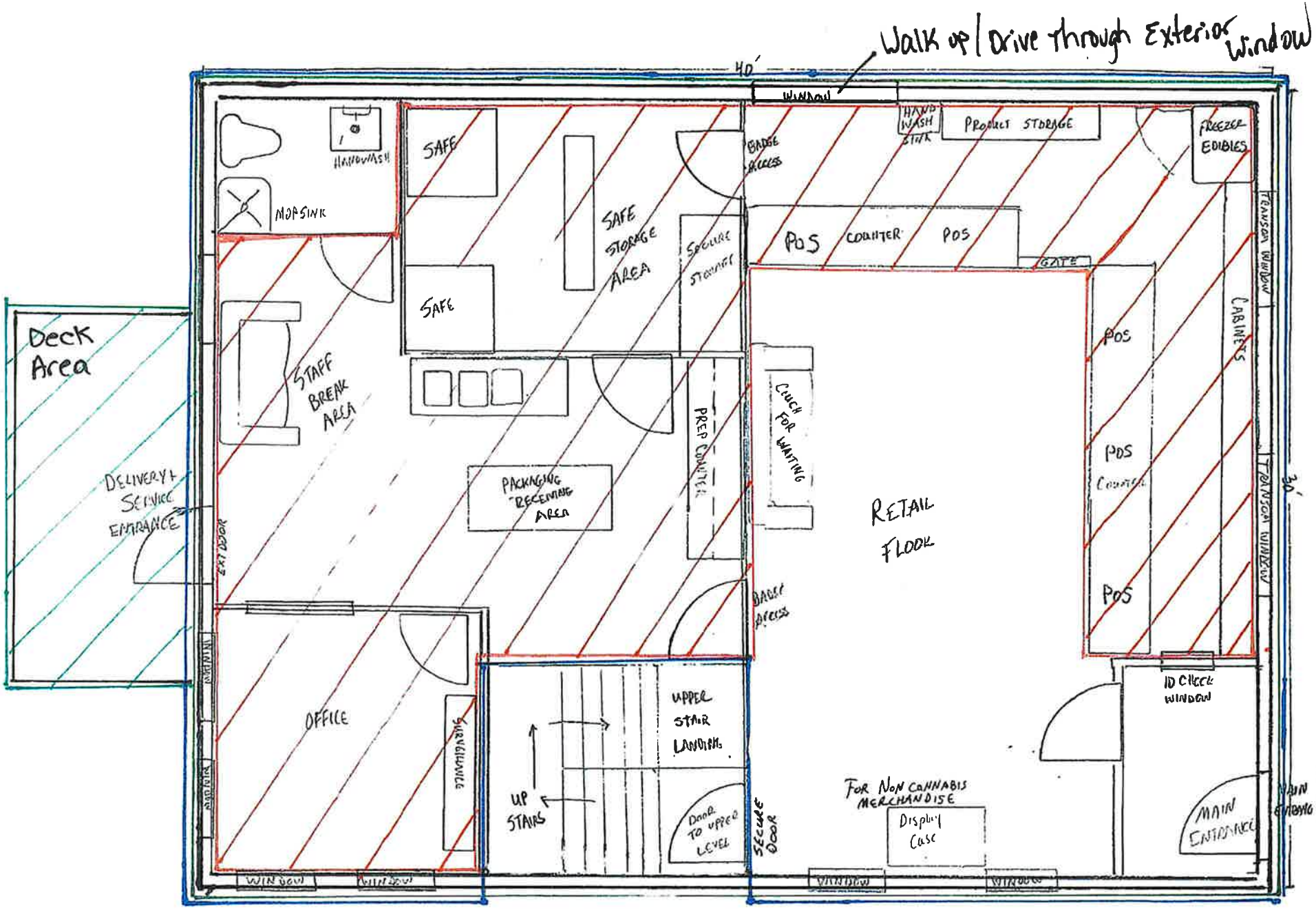
Planning
491 East Pioneer Avenue
Homer, Alaska 99603
Planning@ci.homer.ak.us
(p) 907-235-3106
(f) 907-235-3118

MEMORANDUM

TO: MAYOR LORD AND HOMER CITY COUNCIL
THROUGH: MELISSA JACOBSEN, CITY MANAGER
FROM: RYAN FOSTER, CITY PLANNER
DATE: JANUARY 09, 2024
SUBJECT: COSMIC SEAWEED, LLC MARIJUANA LICENSE APPLICATIONS FOR A WALKUP/DRIVE-THROUGH EXTERIOR WINDOW PICKUP DIAGRAM AND OPERATING PLAN AND LICENSED PREMISES DIAGRAM CHANGE

I have received and reviewed the marijuana license applications for a Walkup/Drive-Through Exterior Window Pickup Diagram & Operating Plan and Licensed Premises Diagram Change for Cosmic Seaweed, LLC, License numbers (21417 & 19728), located at 261 East Bunnell Avenue Homer, AK 99603.

I have no objection to the marijuana license applications for a walkup/drive-through and licensed premises diagram change on zoning related issues.



Cosmic Cannabis Company

License # 21417 FIRST FLOOR PAGE 1 OF 2

261 EAST BUNNELL AVE, HOMER SCALE 1/4" = 1 FOOT

Diagrams 1, 2+5

N →

LEGEND

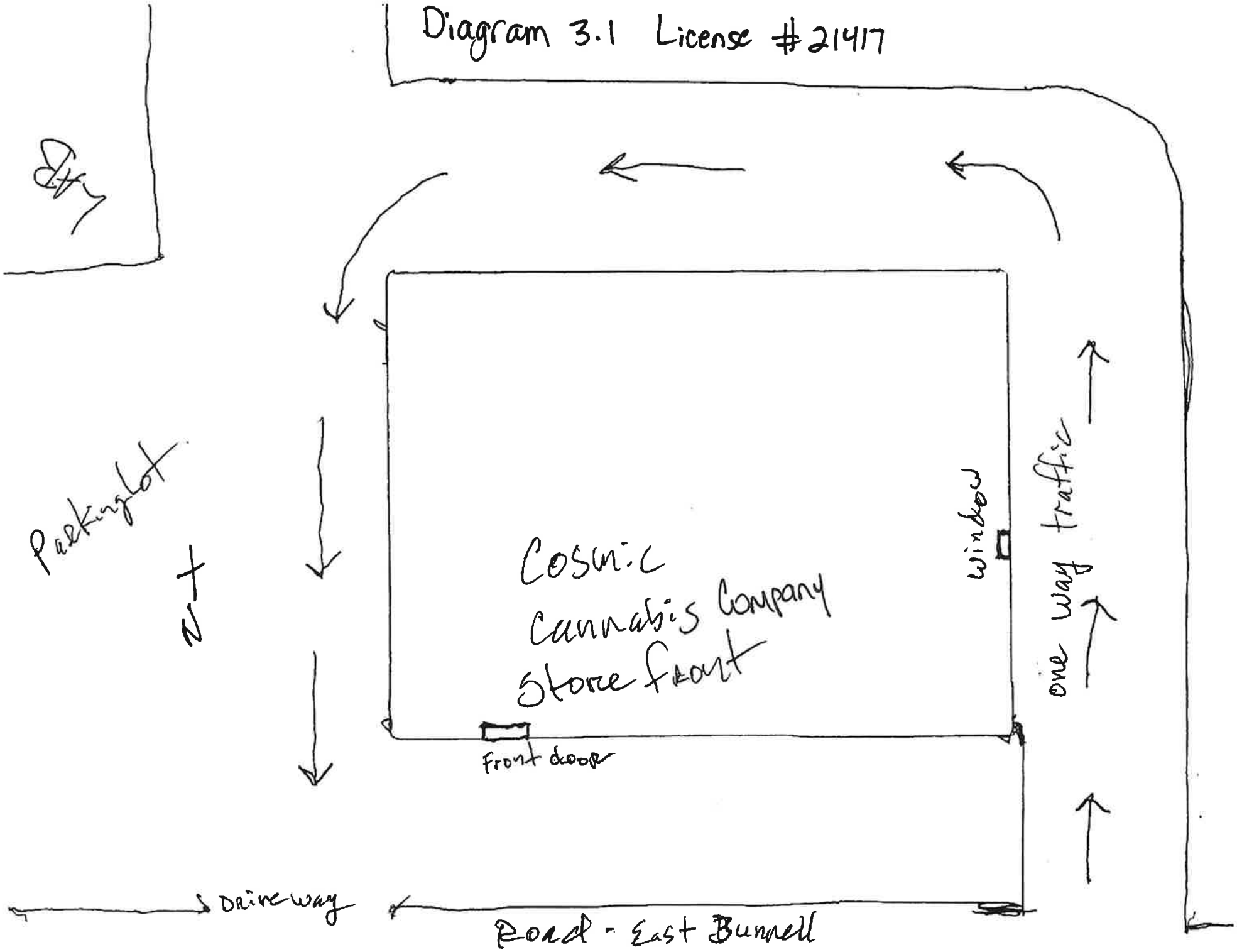
Restricted Access Area

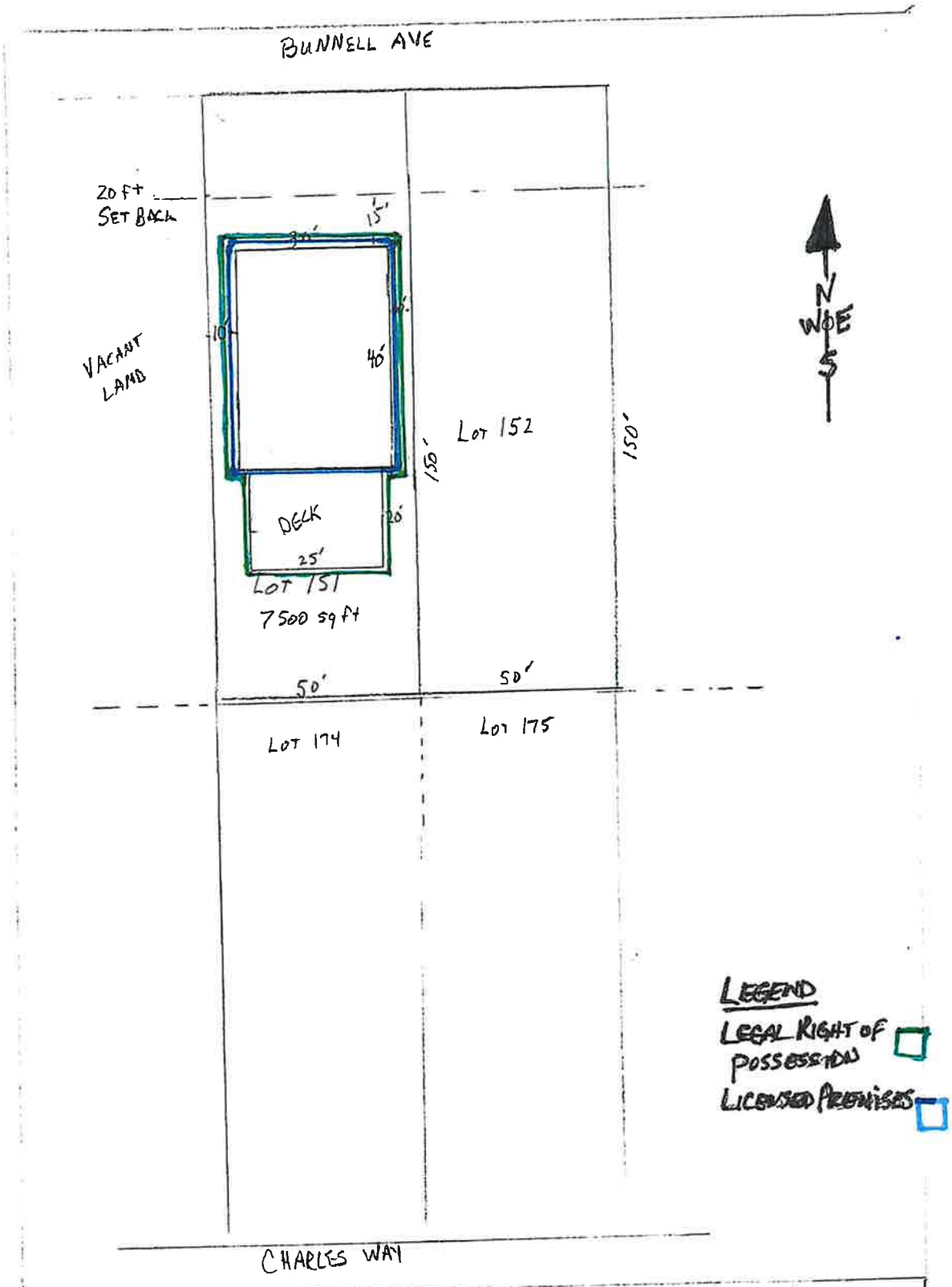
LICENSED PREMISES

LEGAL RIGHT TO POSSESSION

proposed Seasonal onsite Consumption

Diagram 3.1 License #21417





0 30 60

Scale 1" = 30 ft

261 EAST BUNNELL AVE.

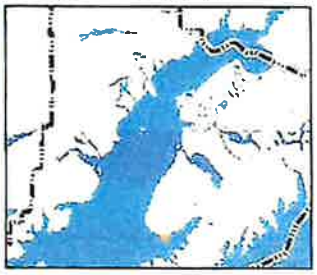
LOTS 151 AND 152 W R BEASON'S SUBDIVISION AMENDED
Shown on Plat No. 67-365
Located in the SW 1/4
Section 20 T6S R13W
Homer Recording District Alaska
KPB TAX PARCEL ID 17716415

Cosmic Cannabis Company

DIAGRAM # 3 Lic# 21417

Geographic Information Systems

Cosmic Cannabis 261 E. Bunnell Ave
Company License # 21417



Legend

- Mileposts
- City Limits
- Highways
- Major Roads
- Roads
  - Town Medium Volume
  - Town Low/Seasonal; Other
  - Proposed
- Parcels

DIAGRAM 4

LICENSED PREMISES

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable

0 0.02 0.05 Miles

Coordinate System: NAD_1983_StatePlane_Alaska_4_FIPS_5004_Feet

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Cosmic

Cosmic