

**Conditional Use Permit
Commercial Cannabis Retail and Delivery
(State License Type 10)
Project Description**

Applicant: GreenPen, LLC.
Address : 349 & 353 College Ave, Santa Rosa
APN: 180-750-048 & 180-750-046
General Plan: Retail and Business Service
Zoning: General-Commercial, Historic (CG-H)
Building: 2,943 SQ FT
Lot Size: .13 Acres & 5,928 Sq. Ft.
Proposed Use : Cannabis Retail and Delivery

HISTORY

On September 14th, 2019 we at Green Pen (CUP18-080) received a tie vote at our planning hearing and we were unfortunately denied our permit to operate a Commercial Cannabis Retail and Delivery facility at 353 College Avenue. We have had the privilege of working with an amazing staff and community and we believe the changes we have made to this project will make it an asset to our community and our city. We would like to highlight the improvements from the project CUP18-080.

- a. We have acquired the adjacent property and will be adding parking and direct access to College Ave. Utilizing the adjacent property will result in a net increase of three parking spaces between the two parcels. Currently, there are six spaces provided on the dispensary parcel and two spaces on the neighboring office parcel. The project would result in the total on-site supply from eight to eleven.
- b. With the additional parking and access to College Ave we have the support of our neighborhood. A letter was sent to the planning department on behalf of 35 residents of the Ridgway Historic Neighborhood. It stated “We would like Green Pen to move forward with their planned opening of their dispensary with the following conditions: that they continue with their plan of painting the building a neutral color and that they proceed with their planned purchase of the property next door in order to obtain more parking and to provide a point of egress from their store onto College Ave. A separate statement from the RHNA (Ridgway Historic Neighborhood Association) will be forthcoming stating their neutral position on this matter as long as those two conditions are met. In short, opposition to Green Pen’s opening will be minimal if any. We put this statement forward to help clear the path for the Green Pen project.”

We would like to thank everyone involved in this process. We have been able to create a more community driven, customer friendly, and sustainable business with the input we received. We hope the changes will allow us to move forward with our project. Thank You

TABLE OF CONTENTS

- I. Project Narrative
 - 1. Summary
 - 2. Local and State Compliance
 - 3. Neighborhood Compatibility
 - 4. Neighborhood Enhancement
 - 5. Site Management
 - 6. General Plan Consistency

- II. Site Management Plan
 - 1. Security plan
 - a. Surveillance
 - b. Alarm System
 - c. Access Controls
 - d. Security Personnel
 - 2. Inventory Control
 - 3. Storage and Waste
 - 4. Training and Records
 - 5. Odor mitigation
 - 6. Lighting
 - 7. Noise
 - 8. Access
 - 9. Parking
 - 10. Public Transportation/Sustainability
 - 11. Signage
 - 12. Minors

- III. Operational Plan
 - 1. Delivery Operations
 - 2. Hours of Operations
 - 3. Staffing and Local Hiring Plan
 - 4. Regulatory Laws and Procedures

- IV. Zoning and General Plan Consistency

- V. Dual State Licensing

- VI. Dual EHS Permitting

- VII. Operator Qualifications

- VIII. Performance Timeline

ATTACHMENTS

- A. Conditional Use Permit Checklist
- B. Universal Application Form
- C. Indemnification Form
- D. Disclosure Form
- E. Copyright Release Form
- F. Electronic Signature Disclosure Form
- G. Property Owner Consent Form
- H. Neighborhood Context Map (Site Aerial)
- I. Project Valuation
- J. Traffic Analysis
- K. Floor Plan
- L. Site Plan
- M. Vicinity Map

PROJECT NARRATIVE (I)

1. SUMMARY

The Applicant proposes to operate a Commercial Cannabis Retail and Delivery (State License Type 10) facility within the building at 353 College Avenue, Santa Rosa. 349 College will have site improvements to create better traffic flow and increased parking for the project. The proposed site is zoned as General-Commercial, Historic(GC-H). The entire facility is approximately 2,943 square feet, and the division of space will be: Retail Space is 1,772 square feet. Storage space will occupy approximately 338 square feet. Office, employee, administration and delivery operations will occupy approximately 914 square feet.

The proposed project will include activities permitted by a Cannabis Retail and Delivery State License - Type 10 for Medicinal & Adult use, which allows retail sales of cannabis and cannabis products to consumers, either at a brick-and-mortar dispensary or via delivery. The new dispensary planned for 353 College Avenue in Santa Rosa will be a retail option serving the downtown commercial market and surrounding neighborhoods. The project is on the border of Santa Rosa's Downtown Area, which according to the general plan is the "the major commercial center of the community."

2. LOCAL AND STATE COMPLIANCE

Green Pen is committed to compliance with local and state regulations. Green Pen includes partners with extensive experience in cannabis operations, including current experience in owning and operating Santa Rosa cannabis manufacturing company CannaCraft, Santa Rosa Distribution Company KindHouse Distribution, and operating Hopland Cannabis Retail Facility Emerald Pharms.

3. NEIGHBORHOOD COMPATIBILITY

The location provides an appropriate setting for this type of land-use. This project will improve the building's compatibility with the Historic District and the downtown area for which it sits between. Pursuant to Health and Safety Code Section 11362.768 and Santa Rosa Ord. No. ORD - 2017-025 the site is set back over 600 feet from any K-12 school, or other Cannabis retail operation.

The proposed facility is well-suited to house dispensary operations. The building will be upgraded where necessary to meet ADA compliance standards for persons with disabilities.

Additionally, while no exterior modifications are proposed, Green Pen is proposing to re-paint the building to colors more consistent with the nature of the neighborhood as the current colors are bright green and yellow and inconsistent with surrounding buildings. Green Pen will also be removing an unpermitted overhang to restore the building back to its historical state. In addition to the buildings color, and removal of the overhang, several ideas were discussed with our neighbors:

Traffic and Parking

We will be utilizing the adjacent property which will result in a net increase of parking spaces between the two parcels. Currently, there are six spaces provided on the dispensary parcel and two spaces on the neighboring office parcel. The project would result in the total on-site supply from eight to eleven. In addition, this will give us direct access to College Ave.

Traffic was discussed in detail by neighborhood residents. A traffic analysis was completed by W- Trans using the entire floor area of the proposed dispensary.

Green Pen is proposing several operational and site improvements to reduce traffic and parking impacts. First, to encourage cycling to the retail facility, Green Pen is proposing to install 12 superior quality covered bike parking spots located on the northern side of the project conveniently near the entrance to the retail outlet. Second, the adjacent neighborhoods are pedestrian oriented. The location features a walkability score of 82 from Walk Score which means “this location is Very Walkable so most errands can be accomplished on foot.” (<https://www.walkscore.com/score/353-college-ave-santa-rosa-ca-95401>). To further encourage pedestrian orientation for the area, Green Pen proposes to add an art display featuring local artists in the window area.

Lastly, Green Pen is proposing to remove an unpermitted overhang to restore the building back to the original state and add an additional on-site parking.

Green Pen is proposing to offer delivery services and will prompt and encourage new customers to sign up for recurring deliveries to reduce traffic demands for returning customers. To address existing traffic interior to the neighborhood, Green Pen proposes delivery vehicles be conditioned to travel from the facility parking lot immediately to college avenue and not travel through the neighborhood or adjacent neighborhood unless the order is located on a neighborhood street.

Bike and Pedestrian Safety

Neighbors brought up concerns related to existing conditions and the safety of bikes and pedestrians. The College Avenue crosswalk at Glenn Street features flashing lights to alert drivers to pedestrians.

In relation to concerns over customers of the project consuming cannabis and being unable to drive, Green Pen is not proposing onsite consumption. To provide confidence to the neighborhood, Green Pen proposes the project be conditioned to explicitly prohibit onsite consumption.

Proximity to sensitive uses/populations

A few comments were made with concerns about at-risk youth traveling around the facility and being negatively influenced through proximity to the store. Multiple neighbors also expressed current experiences with youth congregating in the adjacent alleyway and a nearby parking lot which is apparently unmanaged by its owner. The proposal includes, as required by the State, live security guards who, among other responsibilities, will be maintaining a regular patrol of the site to prevent loitering and unauthorized consumption. In addition to this operational consideration, Green Pen proposes to work with City officials to expand the security guard’s radius to include the alley, and if permitted by the city, any vacant or otherwise blighted illicit gathering areas within a reasonable area of the retail outlet. Lastly, this building is currently vacant. By occupying the building with a pedestrian generating use, loitering and other nuisances currently occurring will be discouraged. In addition to the security guard, the facility will feature security cameras which will store footage for 90 days and be available to law enforcement in the event there are continuing issues with loitering after the project is operational. Additionally, no product advertising will be visible from the exterior of the building. Only signage for the business and the proposed pedestrian art display will be visible.

4. NEIGHBORHOOD ENHANCEMENT

In recognition of the neighborhood character, which is defined through the historic nature of the area, the designation of College Avenue as a four-lane regional/arterial street, and project location on the border of the city’s downtown commercial area in addition to the community character of bike and pedestrian use, Green Pen is proposing several improvements to enhance the neighborhood. As described in more detail in this project, superior bike parking facilities will be provided for neighborhood customers, the main window

facing college avenue will be improved with a revolving local artist display area to increase the appeal of the street for pedestrians, and the building will be painted in colors consistent with the neighborhood. Lastly, the building has been vacant and a notable blight on this important commercial corridor. Occupancy will create a safer and more appealing pedestrian experience.

Green Pen is committed to sustainability and will seek Green Business Certification from Sonoma County as well as enroll in the Evergreen energy program with Sonoma Clean Power. Additionally, the project features inherent and proposed amenities to encourage bike and pedestrian use including superior covered bike parking, adjacent location to City Bus Route 9E, and the proposed art display area on the College Avenue Side of the building.

Of additional note, Green Pen is proposing to repaint the exterior to the building to better integrate with the neighborhood.

5. SITE MANAGEMENT

Green Pen is experienced in providing superior compliance and customer service in their related cannabis operations. As outlined in this application, Green Pen will comply with all regulation of the City of Santa Rosa, the Bureau of Cannabis Control, and the County Environmental Health Services Department and maintain in good standing permits and licenses required by each and any additional government entities which have jurisdiction or are granted jurisdiction over Cannabis Retail in the future.

SITE MANAGEMENT (II)

1. SECURITY PLAN

Green Pen's security plan is intended to prevent theft or diversion of any cannabis or currency, as well as to discourage loitering, crime, and illegal or nuisance activities. The site security plan consists of several layers of systems and protocols, which are discussed in detail below. All security systems will remain fully operational during a power outage. No weapons or firearms will be permitted on the property. All security measures are designed to ensure emergency access is available in compliance with California Fire Code and Santa Rosa Fire Department standards.

Green Pen will take all reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks, alleys and areas surrounding the premises and adjacent properties during business hours. Reasonable steps include calling the police in a timely manner; and requesting those engaging in nuisance activities to cease those activities.

a. Surveillance

Security surveillance video cameras will be installed and maintained in good working order to provide coverage on a twenty-four-hour basis of all internal and exterior areas where Cannabis is stored, sold and transferred. The security surveillance cameras will be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras will remain active and operate under any lighting condition. Security video will use standard industry format and will be stored for ninety (90) days. All recordings will be easily accessed for viewing.

b. Alarm System

Green Pen will install a professionally monitored alarm system, which provides Green Pen with notification of any unauthorized access to the premises. The alarm system will be registered with the City and an alarm permit will be kept in good standing.

c. Access Controls

The proposed floor plan includes commercial security doors at all entrances, exits, and access points to restricted areas. Upon entering the facility, all customers will be verified for age before entering into the retail floor.

d. Security Personnel

In compliance with state law (CAL. CODE REGS. tit. 16 § 5045), security personnel will always be present at the location during business hours. In addition to ensuring all customers meet age requirements, security personnel will also monitor the site and adjacent alleyway to prevent nuisance activity and report any criminal activities to law enforcement. For added security, Green Pen will have roving security personnel check on the business every few hours during non-business hours.

2. INVENTORY CONTROLS

Green Pen will operate in a manner to prevent diversion of Cannabis and will promptly comply with any track and trace program established by the state (Santa Rosa, Cal., ORD-2017- 25, Chapter 20 § 46.050(C)) to ensure that no diversion or loss occurs. In the event of any inventory discrepancies, Green Pen will immediately notify regulators and law enforcement within the required time periods. In addition, Green Pen will perform a reconciliation of its inventory at least once every 14 days and will be made available to the California Cannabis Bureau upon request.

Green Pen proposes to maintain an accurate record of sale for every sale made to a customer and include the information required (CAL. CODE REGS. tit. 16 § 5426). Green Pen will only display cannabis goods for inspection and sale in the retail area, and not be visible from outside the licensed premises. Green Pen will not make any cannabis goods available for sale or delivery to a customer unless: The cannabis goods were received from a licensed distributor, the retailer has verified that the cannabis goods have not exceeded their expiration or sell-by date if one is provided; and in the case of manufactured cannabis products, the product complies with all requirements of Business and Professions Code section 26130 and all other relevant laws.

Green Pen will operate according to CAL. CODE REGS. tit. 16 § 5408, and sell only live, immature cannabis plants that are not flowering, purchased from a nursery that holds a valid Type-4 license, and has a label affixed to the plant or package containing any seeds which states “This product has not been tested pursuant to Medicinal and Adult-Use Cannabis Regulation and Safety Act.” Green Pen will also strictly follow the daily limits of not more than six plants per customer, 28.5 grams of non-concentrated cannabis, and 8 grams of concentrated cannabis with no exceptions except as permitted by state regulations (CAL. CODE REGS. tit. 16 § 5409). These limits will be tracked through the facilities point of sale system which will attribute each sale to the individual customer.

3. STORAGE AND WASTE

All cannabis products and any cannabis waste will be stored in an area secured with commercial-grade non-residential locks, that is not visible to the public and that prevents diversion, theft, loss, hazards and nuisance according to Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.050 (G.3). All storage and handling of hazardous materials will occur in code compliant control areas. All vendors will be pre-scheduled in advance and must present valid identification. Vendors will only be granted access to the areas required for removal of waste. All waste removal vendors will be required to document and track all waste materials removed from the site.

4. TRAINING AND RECORDS

Management will require that employees follow necessary procedures to ensure that cannabis and any related by-products from the project site are not visible or accessible to the public. Every employee will be required to participate in training to learn the security and safety protocols as a condition of employment. Green Pen will mandate that all employees be well versed in all security procedures. As required by state

rules, Green Pen will maintain up-to-date and current records related to the cannabis operation. All surveillance equipment, records and recordings will be stored in a secure area that is only accessible to Green Pen's management. Finally, Green Pen will update the security plan to comply with any changes to local or state laws and regulations for cannabis licensing.

5. ODOR

Green Pen will maintain odor control measures consistent with accepted and best available cannabis industry specific technologies designed to mitigate cannabis odors. Applying these concepts will effectively mitigate cannabis odor detection from outside the structure in which the proposed business is to operate. Please see Certified Odor Mitigation Plan for details.

6. LIGHTING

Interior and exterior lighting will utilize best management practices and technologies for reducing glare, light pollution, and light trespass onto adjacent properties and the following standards:

a. Exterior lighting systems will be provided for security purposes in a manner sufficient to provide illumination and clear visibility to all outdoor areas of the premises, including all points of ingress and egress. Exterior lighting will be stationary, fully shielded, directed away from adjacent properties and public rights of way, and of an intensity compatible with the neighborhood. All exterior lighting will be Building Code compliant and comply with Section 20-30.080 (Outdoor Lighting.)

b. Interior light systems will be fully shielded, including adequate coverings on windows, to confine light and glare to the interior of the structure. (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.80) Additionally, the proposed art display and back wall for the windows facing college avenue will further confine light and glare to the interior of the building.

7. NOISE

Use of air conditioning and ventilation equipment will comply with the Chapter 17-16 (Noise). No generators are proposed, except as short-term temporary emergency back-up systems. (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.80 J).

8. ACCESS

Access to Retail Area will be limited pursuant to Cal. Code Regs. tit. 16 § 5400 & Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.050(B). Access to the retail area will be limited to individuals who are at least 21 years of age and have a bona fide business reason for entering the premises. Additionally, in response to neighborhood concerns about currently existing teenage use in the area, medicinal patients under the age of 21 will be limited to the delivery service and not permitted within the store. Authorized individuals include individuals employed by the retailer as well as any outside vendors, contractors, or other individuals conducting business that requires access to the limited access area. Green Pen's employees will be physically present in the retail area when individuals who are not employees of the retailer are in the retail area. An individual in the retailer limited-access area who is not employed by the retailer will be escorted by Green Pen's employees within the retailer limited-access area. Green Pen will keep a log of all authorized individuals who are not employees that enter the limited access area.

Individuals will be granted access to the retail area only to purchase cannabis goods after the retailer or an employee of the retailer has verified that the individual is at least 21 years of age and has a valid proof of identification. Acceptable forms of identification include the following:

- A document issued by a federal, state, county, or municipal government, or a political subdivision or agency thereof, including, but not limited to, a valid motor vehicle operator's license, that contains the name,

date of birth, physical description, and picture of the person;

- A valid identification card issued to a member of the Armed Forces that includes a date of birth and a picture of the person; or
- A valid passport issued by the United States or by a foreign government that clearly indicates the age or birthdate of the individual.

9. PARKING

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10. PUBLIC TRANSPORTATION

Santa Rosa City Bus regularly services the nearby Mendocino Avenue corridor via Route 1. Additionally, the bus stop for City Bus Route 9E is located at the intersection of Glenn and College Avenue adjacent to the project location. The City of Santa Rosa offers next-day ADA paratransit transportation service in the area and provides rides and care to disabled persons for the location.

11. SIGNAGE

Green Pen will install all signage as required in Santa Rosa Ordinance No. Ord -2017- 025 in accordance with the sign permitting process, including the display of permits (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.80 (F11)) during business hours, in a conspicuous place. Green Pen’s identification signage will be permitted by the City prior to installation and will not contain any logos or information that identifies, advertises, or lists the specific products or services offered by the dispensary. Signage posted at the entrance will indicate that smoking, ingesting, or consuming cannabis on the premises or near the dispensary is prohibited.

Entrance signage will also include a notice indicating that persons under the age of 21 may not enter the premises. A sign indicating active security camera monitoring will also be posted at the entrance. The state retail license will be posted in the lobby, in a conspicuous place so that it will be readily seen by all persons entering the dispensary.

12. MINORS

Green Pen will not allow any person who is under the age of 21 on the premises. All guests and visitors will be required to present identification for security and age determination purposes.

OPERATIONAL PLAN (III)

1. HOURS OF OPERATION

Storefront - Retail operations will be open to the public between 9am and 9pm seven days a week. (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.050(F-4)) § 5403. Green Pen will sell and deliver cannabis goods in the City of Santa Rosa only between the hours of 9:00 a.m. and 9:00 p.m. Pacific Time. (Cal. Code Regs. tit. 16 § 5403)

Delivery - All deliveries within the City of Santa Rosa will be done between 9am and 9pm (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.080(F-4)) Delivery operations will be limited to 6am to 10pm seven days a week (Cal. Code Regs. tit. 16 § 5403(a). All additional delivery services (i.e. FedEx, equipment delivery etc.) will be done no earlier than 8 a.m. Monday-Sunday.

2. STAFFING AND LOCAL HIRING PLAN

All staff will be listed on an employee register containing all required information and kept up to date with required state agencies. Staff will receive thorough training on workplace safety, operations, track and trace, and security protocols. In addition to state licensing requirements related to staffing, Green Pen will diligently follow all applicable labor and employment laws. The employees will likely be part- and full-time and will work staggered shifts to accommodate customer flows. All employees hired by Green Pen will be over 21 years of age. Green Pen is committed to hiring employees locally. Sonoma County and Santa Rosa have a wealth of experienced and dedicated people who would be qualified to work in the facility. Green Pen plans to consider residency when making hiring decisions, will promote the job posting locally, and use local connections in the industry to discover new local talent.

3. DELIVERY

Green Pen plans to deliver Cannabis and Cannabis Products in line with Cal. Code Regs. tit. 16 § 5415 and City of Santa Rosa Ord. No. ORD -2017-025 Chapter 20 § 46.080 (B). All deliveries of cannabis goods will be performed by a delivery employee of the retailer fuel efficient vehicles. Employees delivering cannabis will carry a copy of the retailer's current license, the employee's government-issued identification, and an identification badge. Delivery will only be offered to a physical address, not to an address located on publicly owned land or any address on land or in a building leased by a public agency. Delivery employees will ensure the cannabis goods are not visible to the public.

The vehicle(s) used for the delivery of cannabis goods will be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle.

The device will be affixed to the delivery vehicle and will remain active and inside of the delivery vehicle during delivery. While making deliveries, Green Pen's delivery employee will not carry cannabis goods worth more than \$3,000 at any time.

The delivery service will have a menu available on the website, so customers can place orders over the

phone or online. The customer will send over all necessary information and will have a profile created within the point of sale system. The order will go into the system and be pulled by an employee at the retail facility. Once the order is filled it will be placed in an exit bag with a receipt affixed to the bag. The receipt will include, the name of the customer, their assigned ID number, delivery address, description of the cannabis items, total amount paid by the customer including all taxes, name and address of the facility making the delivery, the name and id number of the employee making the delivery, and the name and id number of the employee who prepared the delivery. The driver will retain an additional copy of the receipt to be signed by the customer upon receipt of the delivery. There will be space provided to have the date and time written in of the specific time the delivery was made.

While making deliveries of cannabis goods, Green Pen’s employees will only travel from the licensed premises to the delivery address; from one delivery address to another delivery address; or from a delivery address back to Green Pen’s licensed premises. Green Pen’s delivery employee(s) will not deviate from the delivery paths described in this section, except for necessary rest, fuel, or vehicle repair stops, or because road conditions make continued use of the route unsafe, impossible, or impracticable.

When receiving delivery goods at the proposed dispensary the truck will pull into a parking spot with security present, unload delivery items onto a pull cart, and enter the facility with an employee to complete the transaction. All deliveries will be made prior to the dispensary opening.

4. REGULATORY LAWS AND PROCEDURES

Green Pen will follow Cal. Code Regs. tit. 16 § 5410 & 5411 pertaining to allowing returns of purchased cannabis. Green Pen will package or label cannabis goods and not accept, possess or sell cannabis goods that are not packaged as they will be sold at final sale. Cannabis goods purchased at Green Pens site by a customer will not leave the retailer’s premises unless goods are placed in an opaque exit package. Green Pen will not have an on-site or on-staff physician to evaluate patients and provide a recommendation for Cannabis. In addition to the retail operations established in this section, the consumption of Cannabis and Cannabis Products on- site will not be permitted by patients or customers.

Zoning and General Plan Consistency (IV)

This project will add to the commercial diversity of College Avenue commercial corridor, which is designated as a four-lane regional/arterial street by Santa Rosa’s General Plan (Santa Rosa General Plan 5-24). The project will “continue to promote Santa Rosa as the North Bay’s premier location for entrepreneurial businesses, which create new products and business models that will attract national and international markets.” (Santa Rosa General Plan EV-A-1) Additionally, the project will provide a “mix of jobs” through the combination of retail clerks, delivery drivers, compliance technicians (Santa Rosa General Plan EV-A-5). Finally, the project will promote local North Coast cannabis predominantly processed or manufactured in the greater Santa Rosa, including products from Santa Rosa based manufacturer CannaCraft and Santa Rosa based distributor KindHouse Distribution, increasing business-to-business commerce within Santa Rosa. (Santa Rosa General Plan EV- B-4)

The project is located on the border of the Downtown Area, or “The major commercial center of the community.” (Santa Rosa General Plan G-13) The project also includes superior bike parking facilities in recognition of its location on College Avenue which is on Bike Route 38 and continues to Bike Route 37. There are seven current or planned major bike routes (class 1 or 2) that travel to or through College Ave and 2 minor bike routes (class 3) that travel to College Ave.

Route 06 (Class 2)

Route 08 (Class 3)
Route 07 (Class 2)
Route 10 (Class 3)
Route 11 (Class 2)
Route 19 (Class 2)
Continues onto Route 37 (Class 2)
Route 38 (Class 2)
Route 67 (Class 1)

Dual State Licensing (V)

Dual licensing. (Santa Rosa, Cal., ORD-2017-25, Chapter 20 § 46.050 A) Green Pen, prior to occupancy will apply for and receive a type 10 retail license for the State of California Bureau of Cannabis Control.

Dual EHS Permitting (VI)

To achieve the required dual licensing with the Environmental Health Service (EHS) Department, Green Pen will apply for and not begin selling edible products until receiving a permit from EHS. To ensure the project is compliant with EHS requirements, these specific features and procedures will be included in the project:

- a. Menu for Edible Cannabis Products offered for sale at the dispensary: A list of all edible cannabis products will be maintained and submitted to EHS as part of the application process. Should new items be added, EHS will be notified prior to the new product being offered in a manner and timeline that meets any requirements EHS places on the permit.
- b. Toilet facilities: EHS is requiring toilet facilities that are employee accessible. As such, the project is proposing to improve the existing facilities to meet American with Disabilities Act requirements and will submit plans to EHS showing these improvements when the application is submitted.
- c. Flooring: EHS is requiring the flooring in areas where cannabis products are stored and in toilet facilities to be smooth, non-permeable and easily cleanable. As such this project will use material identified by licensed professionals to achieve this requirement.
- d. Hand Wash sink(s): EHS is requiring a sink dedicated for handwashing with hot and cold water and equipped with mounted soap and a towel dispenser which is easily accessible to employees. The hand wash sink is located within the facility bathroom.
- e. Storage of Cannabis Products/Inventory:
 - i. EHS requires edible cannabis goods be stored in a building designed to permit control of temperature and humidity and will prevent the entry of environmental contaminants such as smoke and dust. The area in which edible medical cannabis goods are stored also may not be exposed to direct sunlight.

The storage area and product display areas of the facility will meet this requirement through mechanical improvements proposed by our mechanical engineer, Jeff Warner, PE. Also, no edible cannabis goods will be displayed in an area that receives direct sunlight. The storage area has no exposure to sunlight.
 - ii. EHS requires that edible cannabis products will be protected from contamination by storing the products in a clean, dry location, where they are not exposed to splash, dust, vermin or other forms of

contamination or adulteration, and at least six inches above the floor. This area must include cleanable shelves.

iii. The project storage area will meet these requirements using shelving which gives six inches of clearance from the floor. Additionally, the daily operating procedures will include janitorial maintenance of the storage area to ensure cleanliness.

f. EHS requires that storage areas must be under continuous video-monitoring and recording and secured in accordance with the Security Plan.

As outlined in the security section, all cannabis storage areas will be under 24-hour security camera surveillance with 90-day retention of video footage in compliance with state law.

g. Lighting: EHS requires shatterproof shields be placed on lights above cannabis product storage. The lighting requirements will be met through interior improvements that also meet City of Santa Rosa light requirements. At least 50-foot candles of lighting intensity will be provided in areas where employees are present.

h. Refuse: All edible medical cannabis waste is required to be quarantined and rendered unusable and unrecognizable under video monitoring. This requirement will be met by the proposed video monitoring of all areas in which cannabis is located and through the use of a vendor who meets state requirements for waste disposal.

i. Water supply: The water supply is provided through City of Santa Rosa utilities and meets EHS requirements.

j. Sewage disposal: Sewage disposal is provided through City of Santa Rosa utilities and meets EHS requirements.

OPERATOR QUALIFICATIONS

Ownership

Dennis Hunter

Born and raised in Northern California's Emerald Triangle, Dennis' life has always been rooted in cannabis. His passion for the industry is driven by the cannabis plants overwhelming medical benefits for patients. His innovation in cultivation and production has earned him countless recognition over the years. He recently received the lifetime achievement award from Emerald Cup and was honored by High Times as one of the top 100 leaders in the industry. He is a relentless advocate for cannabis, patients' rights, and legislative change.

Dennis is the co-creator of the popular GeoPots and Terpinator products. Before launching CannaCraft he had several other businesses including, Left Coast Garden Wholesale – one of the leading garden supply businesses in the country. When Dennis is not in the boardroom, he is working on extraction methods and formulating the next big product!

Ned Fussell

Ned was born in Worcester, Massachusetts, and relocated to Northern California in 2007 to pursue a career in cannabis cultivation. His passion for horticulture and agricultural sciences paired with his leadership abilities allowed him to form a strong network of cultivators, engineers, scientists, managers and creative

minds.

He is a firm believer that creating the finest quality of cannabis and cannabis products starts with the plants! He is known throughout the industry for his green-thumb and cultivation practices. Currently, Ned directs and manages several large-scale cultivation sites.

Keenan Soares

Born and raised in Sonoma County by way of Windsor. After graduating from Windsor High, he left to pursue his passion in business and later graduated with a degree in Small Business Management with an emphasis in Entrepreneurship.

Soon after he returned to Sonoma County to raise his daughter and apply his business knowledge to the Cannabis Industry as it was just getting underway.

Cannabis has become an integral piece to his story as he has witnessed its direct benefit to his father's medical situation. Together with his passion for business and understanding, first hand, the medical wonders of cannabis he has decided to dedicate his life to this industry.

Management

Regional Retail Director - Chelsea Lucich

Chelsea's passion for health and healing coupled with her emphasis on education and compassion fuel her management style and work in the industry. Currently, she is the director of Emerald Pharms in Hopland, CA. Her ability to act as a creative director has allowed her to create a beautiful and welcoming environment for patients. Emerald Pharms was recently named "Best Medical Cannabis Dispensary in California" by Leafly and "Best Cannabis Destination in California" by Green State Cannabis Awards.

Before working at Emerald Pharms, Chelsea managed and incubated several other dispensaries in Sacramento and San Francisco including Capital Wellness, CBCB, and Phytologie.

PERFORMANCE TIMELINE

Green Pen team is experienced with bringing cannabis projects to fruition as evidenced by the existing Santa Rosa operations of CannaCraft, KindHouse Distribution, and the Hopland retail facility Emerald Pharms. As such, Green Pen intends to file for all necessary permits once entitlements are received. As the building is existing and there is no exterior modification, outside of potential minor repairs and repainting, and removing the unpermitted overhang. Green Pen anticipated no more than six months will be necessary to complete modification depending on the relevant government agencies ability to process applicable approvals.