



Northern Coast, LLC

Santa Rosa Conditional Use Permit Application

Medical and Recreational Cannabis Retail Dispensary, State License Type

10

1137 Petaluma Hill Road, Santa Rosa, CA 95404

Name: Northern Coast, LLC

Address: 1137 Petaluma Hill Road, Santa Rosa, CA 95404

APN: 038-112-035

Zoning: CG

Building Size: 1661

Occupied space: 1243

Lot Size: 6500

General Plan Designation: Light Industrial

Project Description Summary:

The applicant proposes a medical and recreational cannabis retail business located within an existing building at 1137 Petaluma Hill Road. The cannabis activities will occupy approximately 1,015 square feet of the total 1661 square feet of available space in the building. The unit currently contains no cannabis activities and has been previously occupied by a warehouse.

Table of Contents

CUP Application	4
Indemnification Form	4
Copyright Materials Release	4
Agent Authorization Form.....	4
Disclosure Form	4
Articles of Incorporation.....	4
Proof of Land Ownership	4
Storm Water Determination Worksheet.....	4
Storefront/Signage/Design	4
Neighborhood Context	4
Plans	4
Project Description	5
Local and State Compliance – Operational Plan.....	5
Neighborhood Compatibility	6
Neighborhood Enhancement	7
Convictions	8
Evidence of Operator Qualifications	8
Building and Fire Codes.....	9
Security Plan	9
Employee Plan.....	9
Outdoor Lighting.....	10
Noise.....	10
Accessory Uses	10
Neighborhood Context	10
Traffic/Parking.....	11
Hours of Operation	11

CUP Application

See Santa Rosa City CUP application attached (Tab 1)

Indemnification Form

See Indemnification Form attached with CUP Application (Tab 1)

Copyright Materials Release

See copyright materials release form attached with CUP Application (Tab 1)

Agent Authorization Form

See Agent Authorization Form attached (Tab 1)

Disclosure Form

See Disclosure Form attached (Tab 2)

Articles of Incorporation

See Articles of Incorporation attached (Tab 3)

Proof of Land Ownership

See Proof of Land Ownership (Tab 3)

Storm Water Determination Worksheet

No exterior modifications to the building or footprint are proposed at this time.
The proposed site creates 6,500 or less square feet of impervious surface.

(See Storm Water Determination Worksheet attached Tab 4)

Storefront/Signage/Design

See Storefront, Signage and Design Drawing (Tab 5)

Neighborhood Context

See Neighborhood Context Map (Tab 6)

Plans

Please see Plans attached:

- Vicinity Map (Tab 7)

- Site Plan (Tab 7)
- Floor Plan (Tab 7)

Project Description

The applicant proposes a medical and recreational cannabis retail business located within an existing building at 1137 Petaluma Hill Road. The cannabis activities will occupy approximately 1,015 square feet of the total 1661 square feet of available space in the building. The unit currently contains no cannabis activities and has been previously occupied by a warehouse.

- Recreational/Medical dispensary: 1,015 square feet

Local and State Compliance - Operational Plan

1. Maintain an employee register compliance with state law.
2. All records generated and stored by Northern Coast, LLC shall meet the reporting requirements set forth by the Bureau of Cannabis Control. Reports will be in compliance with state law and submitted in a timely manner through the Track and Trace platform.
3. Northern Coast, LLC shall publish and implement required information on protocols and requirements for patients and persons entering the site. Below is a brief overview of the customer flow:
 - a. Potential new customers will be met at the door by a staff member and handed an electronic tablet to submit required information.
 - b. The customer will then be directed to a receptionist to verify their ID, and sign into a que for entering the retail floor.
 - c. Once forms are completed and customer is ready to enter the retail floor they will be provided a bag check option. Note: no cellphones or large bags allowed on the retail floor.
 - d. At point of entry the customer will be provide tailored experience based on new customer, medical or recreational, first time ever in cannabis retail or experienced shopper.
 - e. Based on the customer's level of experience or privacy needs (medicinal-for HIPAA compliance will have a separate window) they will provide opportunity to learn more about the products and effects to further guide them in an educated purchase.
 - f. The customer has options to pick up non-medicated products on the floor. All medicated products will be selected by the customer and held behind the counter until time of purchase.
 - g. Upon entrance into the retail space, the customers experience will be tailored to their medical or recreational needs.
 - h. All purchases will adhere to applicable state law concerning cannabis transactions.

- i. At time of purchase, the customer will have option of cash, credit, check or use onsite ATM machine.
 - j. All products will be placed in child resistant and opaque bags that a customer can reuse at next visit.
 - k. Customers exit through the greeting room in which they can pick up any checked bags/items and will exit through the primary entrance/exit door.
- 4. Identify secured access and secured product locations; and
 - a. Product stock will be contained in a vault.
 - b. Product in transition will be held in secondary secured location for activities such as: intake from distribution delivery, product inventory management, prep for retail stock.
 - c. Retail sales floor back stock will be held in a secured location on the sales floor.
 - d. Sales product that contains cannabis will be held on secured shelves visible to the customer. Non-cannabis infused products will be held on open shelves available to the customer for pick up through the shopping experience.
- 5. Northern Coast, LLC shall have a copy of issued State License displayed for public view at all times

Neighborhood Compatibility

This neighborhood is currently used for retail and service-based businesses. Our neighbor to the south is an appliance parts store and our neighbor to the north is a vacant building. Across the street are restaurants and retail sites. Our proposed retail dispensary will fit perfectly into existing businesses. The site is not near any schools or residential areas and we will not be conducting operations that will create odors. We will incorporate the use of carbon filters in our HVAC system to ensure that as well.

Our operations team has extensive retail and customer service experience and our conceptual design team has created a high-end apothecary design aesthetic for the exterior and interior of the building. We will be incorporating high-end light fixtures for both exterior and interior lighting and our front windows and entrance will be designed to complement our interior design aesthetic of an apothecary.

Our dispensary will increase foot traffic and the visibility of neighboring retail businesses. Our storefront will have a very pleasing aesthetic adding to the beautification of the neighborhood. It is our goal that the entire neighborhood, benefit from the upgrade in visual aesthetics to this existing building.

Once approval is received for our retail business we will begin building improvements upgrades immediately upon receipt of city approval and anticipate the build out to take 1 month.

Neighborhood Enhancement

The existing building is a simple non-descript brick concrete block style with barred windows and little street appeal. Our retail dispensary will significantly enhance the neighborhood. We are investing in an aesthetically pleasing apothecary; with high shelving, library ladders, elegant display cases.

The building will have new windows, updated signage and the driveway will be opened up to allow parking on north the side of the building, this area is currently blocked with fencing. There will be ample parking and room to enter and exit the parking area from the street. We plan simple drought tolerant landscaping on the northern property line.

We will be using minimal water other than employee break needs and restroom. Our green practices have been captured in our narrative for our Business Plan above as well as our programs to give back 5% of our profits to the community and offer discounts for seniors and veterans.

Our commitment to sustainability will be demonstrated through our best management practices:

- We are installing a charging station for our customers who drive electric vehicles and we will be using electric vehicles ourselves for the delivery aspect of our business;
- We will install solar panels, which is 98% efficient in its directional placement;
- We will purchase 100% renewable power from EverGreen-Sonoma Clean Power from PGE for needs over and above what our solar system will support;
- We are committed to donate 5% of our profits will go back to local causes within Sonoma County:
 - o Regenerative farming (seeds, watershed repair)
 - o Fire affected farmers in Northern California
 - o Fire affected families in Santa Rosa
 - o Environmental education grants to local schools

Convictions

No owners or managers of Northern Coast, LLC have any felony convictions.

Evidence of Operator Qualifications

Elliott Waldman - Director of Supply Chain

Elliott grew up in Seattle, WA and completed his degree in agriculture at the University of British Columbia. He moved to Mendocino County to apply his agricultural knowledge to the cannabis cultivation industry and has worked with several farmers in Northern California. As the Supply Chain Director, he will be in charge of supplying customers with only the highest quality cannabis products from farmers who share his value for land stewardship. Last October while living and working at Raven Gardens (permit pending), Redwood Valley was hit by a horrendous wildfire that claimed almost every structure on the property as well as the lives of multiple neighbors. This experience was extremely impressionable upon Elliott and instilled a greater desire for strong community connections and the inherent value of neighborly bonds.

Tarou Scott - Director of Operations

Tarou Scott is an experienced entrepreneur in the field of medicinal cannabis retail. He earned his degree in business at Saint Mary's, majoring in marketing and entrepreneurship. He graduated with honors and was able to fund his own education through hard work and dedication. While in university he partnered with a childhood friend and started a medical dispensary and soon after opened a second location. As the Operational Director of Northern Coast, LLC, he brings with him a understanding of the industry and direct entrepreneurial experience associated with creating and running two successful medicinal cannabis retail locations. He values great customer service and quality selection as the keys to building a loyal, repeat customer base as this is the foundation to success in this industry.

Jeff Covey - Partner, Property Owner

Jeff Covey is a northern California native was raised in Calistoga/Saint Helena. He purchased the property at 1137 Petaluma Hill Rd., and moving into the neighborhood 7 years ago feels very strongly about the neighborhood and its potential he has formed strong working relationships with the surrounding business owners. Jeff has worked in fabrication and design and has worked with Karen Waikiki (owner of El Molino Central), and Steve Decosse (owner of Acre). Jeff worked with Organnicann, designing a harvest specific product along with Dona Frank and Lauren Goodwin. His expertise in design and familiarity with the cannabis industry here in Sonoma County will help to create something this industry has not yet seen; an extremely well-considered and curated dispensary, built and managed with integrity and quality at its forefront.

Building and Fire Codes

Building Improvements

The Applicant intends to conduct building improvements to enhance the layout design for the proposed use and to improve the overall character and safety of the building. The Applicant will adhere to all 2016 California Building, Fire, Mechanical, Electrical and Plumbing Codes. Fire and Life Safety features will meet the National Fire Protection Association (NFPA) Standards. In addition, the applicant will adhere to the new California Fire Code Chapter 38 regarding plant extraction and processing and be guided by the City of Santa Rosa Building and Fire Code Requirements for Cannabis Occupancies.

Security Plan

The Applicant's security plan is intended to prevent theft or diversion of any cannabis, as well as to discourage loitering, crime, and illegal or nuisance activities. The entrances have locked and secured doors. There are exterior and interior video surveillance systems. The surveillance system will be maintained in good working condition, and surveillance videos will be maintained for 30 days, or as required by local or state law. 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. No weapons or firearms will be allowed at the distribution site.

All deliveries and pickups will be scheduled in advance and a member of management will authorize access for the scheduled delivery time by person pre-approved to deliver materials to the site. Every employee will be required to participate in training to learn the Applicant's security and safety protocols required for continuous employment. The Applicant will mandate that all employees be well versed in all security procedures. Additionally, the Applicant will adapt the security plan to comply with state laws and regulations for cannabis licensing security requirements.

For transportation of cannabis and cannabis products, the Applicant will use secure vehicles with alarm systems. The Applicant will tailor the vehicle security requirements based on the anticipated regulations from the relevant state agencies.

(See detailed Security Plan is separate binder)

Employee Plan

Northern Coast, LLC will use the Santa Rosa and Sonoma County employee pool as a primary hiring resource and employ a maximum of 20 employees. All employee applicants will be required to submit to a Live Scan background check. All employees will be trained on workplace safety, security, operating procedures, and best management practices. Specialized trainings include

Injury and Illness Prevention Plan training, Hazardous communication plan, and site security.

Northern Coast, LLC prohibits the use, sale, possession, purchase or transfer of illegal drugs and non-prescribed narcotics on company property. Although cannabis and alcohol are not considered an illegal drug, company policy prohibits employee use of cannabis or alcohol during work hours. Purchasing or selling of illegal cannabis or alcohol during work hours is strictly prohibited.

Northern Coast, LLC will comply with all federal and state labor laws and regulations including federal and state wage and hour laws, CAL/OSHA, and OSHA.

Outdoor Lighting

The Applicant will ensure that all exterior lighting will be shielded and downcast to avoid casting light onto the night sky or neighboring parcels. Exterior lighting will be strategically located to ensure safe entrance and exit to the facility, provide illumination to public right of way, and assist in mitigating security concerns.

Noise

The Applicant will comply with all noise standards set forth by the City of Santa Rosa in Chapter 17-16. All odor control and HVAC mechanical systems will be verified not to exceed noise standards. No generators will be used on site except as a short-term emergency back-up system.

Accessory Uses

Accessory uses in the building include office space, vault rooms, employee break room, conference room, secure storage, and ADA compliant bathroom facilities. The square footage associated with each use will be divided as such:

- Retail area: 1015 square feet
- Office space: 75 square feet
- Secure Storage: 71 square feet
- Unisex-ADA bathroom facilities: 82 square feet
- Enclosed parking garage: 418 square feet

Neighborhood Context

The proposed Cannabis Retail business is within a general plan area containing industrial uses. The proposed location is not within 600 feet of any K-12 school as defined by the state and is not within 600 feet of any other Cannabis Retail facilities.

Traffic/Parking

The proposed location complies with the parking requirements set forth in the Santa Rosa City Ordinance (ORD-2017-025). The proposed facility has 7 parking spaces allocated in the parking lot, one of which is ADA compliant, which meets the City of Santa Rosa parking requirements.

Employee traffic will be mitigated by the inclusion of bike racks, ride shares, and a bus station within walking distance to the facility. Employees will be encouraged to schedule ride shares, bike to work, or utilize public transport to help mitigate the effects of traffic in the area.

Hours of Operation

Northern Coast, LLC plans to operate during the business hours of 9am to 9pm, 7 days a week unless the review authority imposes more restrictive hours.

CUP APPLICATION



APPLICATION
**CONDITIONAL USE
PERMIT**

Please Type or Print

File #:
Related Files:
Set:
Department Use Only

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☐ MAJOR

☐ MINOR

☐ TEMPORARY

GENERAL INFORMATION	LOCATION OF PROJECT (ADDRESS) 1137 Petaluma Hill Rd., Santa Rosa, CA 95404	ASSESSOR'S PARCEL NUMBER(S) 038-112-035	EXISTING ZONING CG
	NAME OF PROPOSED PROJECT Northern Coast, LLC		GENERAL PLAN DESIGNATION IL
	APPLICANT NAME Northern Coast, LLC (Elliott Waldman, President)	<input checked="" type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX 206-228-9635	<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX
	APPLICANT ADDRESS 8 Bernice St., San Francisco, CA 94103	CITY STATE ZIP	EMAIL ElliottWaldman@gmail.com
	APPLICANT REPRESENTATIVE FESC (Brian Elliott, Principle)	<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX 707-480-1239	<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX
	APPLICANT REPRESENTATIVE ADDRESS 703 2nd St. #354, Santa Rosa, CA 95404	CITY STATE ZIP	EMAIL fesc@connectedcompliance.com
PROPERTY OWNER INFORMATION	PROPERTY OWNER NAME (SIGNATURE REQUIRED BELOW) Jeff Covey	<input checked="" type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX 415-377-0501	<input type="checkbox"/> CELL <input type="checkbox"/> HOME <input type="checkbox"/> BUSINESS <input type="checkbox"/> FAX
	PROPERTY OWNER ADDRESS P.O. Box 1316 Kenwood, CA 95452	CITY STATE ZIP	EMAIL C.i.d@earthlink.net
	PROJECT/BUSINESS DESCRIPTION – (Attach separate sheet if necessary.)		
	Please see attachment.		
PROJECT INFORMATION	SIZE OF PARCEL 1661 SQ. FT. or ACRES	GROSS SQ. FT. OF PROPOSED USE 1015	PRIOR USE Warehouse
	<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> OFFICE <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> OTHER (Please describe)	
	<input type="checkbox"/> EXISTING BUILDING/REOCCUPANCY <input type="checkbox"/> NEW CONSTRUCTION	<input checked="" type="checkbox"/> EXISTING BUILDING/REOCCUPANCY <input type="checkbox"/> NEW CONSTRUCTION	LIST EXISTING TENANTS
	# UNITS TOTAL:	# BUILDINGS: 1	MAX EMPLOYEES/SHIFT: 20
	# BEDROOMS PER UNIT:	TOTAL SQ. FT.: 1661	# SEATS/CAPACITY: CG
	# PARKING SPACES:	SQ. FT. OCCUPIED: 1015	# PARKING SPACES: 7
	TYPE OF UNIT:	SQ. FT. EACH BUILDING (Please list):	% LOT COVERAGE:
	<input type="checkbox"/> SINGLE FAMILY DETACHED		DAYS/HOURS OF OPERATION:
	<input type="checkbox"/> SINGLE FAMILY ATTACHED		9am-9pm, 7 days/week
	<input type="checkbox"/> SECOND UNIT <input type="checkbox"/> MULTI-FAMILY		
	<input type="checkbox"/> DUPLEX <input type="checkbox"/> MOBILE HOME		
	% LOT COVERAGE		
SUBMITTAL INFORMATION – THESE ITEMS MUST BE SUBMITTED FOR A COMPLETE APPLICATION UNLESS INITIALED BY A CITY PLANNER			
Plan MUST either be reduced to 11 X 17 or folded to 8 1/2 X 14			
10 Copies of SITE PLAN showing all dimensions.		DISCLOSURE FORM	
10 Copies of FLOOR PLANS		VICINITY MAP WITH NORTH ARROW	
10 Copies of NEIGHBORHOOD CONTEXT MAP		INDEMNIFICATION FORM (Back of sheet)	
ADDITIONAL SUBMITTAL INFORMATION – THESE ITEMS MAY BE REQUIRED FOR A COMPLETE APPLICATION			
10 Copies of DIMENSIONED ELEVATIONS (New construction only)		ENVIRONMENTAL ASSESSMENT (New construction only)	
10 Copies of SITE ANALYSIS MAP (New construction only)		Completed STORMWATER DETERMINATION WORKSHEET	
10 Copies of LANDSCAPE PLANS (New construction only)			
Completed ABC APPLICATION WORKSHEET 23958.4 B & P (For sales of alcoholic beverages)			
PROPERTY OWNER'S CONSENT – I declare under penalty of perjury that I am the owner of said property or have written authority from property owner to file this application. I certify that all of the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.			
PROPERTY OWNER'S SIGNATURE			
DEPT	APPLICATION	RECEIVED BY	DATE
	PUBLIC HEARING		DATE
	ENVIRONMENTAL REVIEW <input type="checkbox"/> REQUIRED <input type="checkbox"/> EXEMPT		DATE
			FEE RECEIVED \$
			FEE RECEIVED \$
			FEE RECEIVED \$

CONDITIONAL USE PERMIT

04/19/2016

INDEMNIFICATION FORM



INDEMNIFICATION AGREEMENT

File No: _____


Project Name and Address: Northern Coast LLC, 1137 Petaluma Hill Road

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Santa Rosa, its agents, officers, councilmembers, employees, boards, commissions and Council from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void, or annul any approval of the application or related decision, or the adoption of any environmental documents or negative declaration which relates to the approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of or in connection with the approval of the application or related decision, whether or not there is concurrent, passive or active negligence on the part of the City, its agents, officers, councilmembers, employees, boards, commissions and Council. If for any reason, any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

The City of Santa Rosa shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney or the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

ELLIOTT WALDMAN
Applicant (please print name)



Applicant (please sign name)

ACKNOWLEDGMENT THAT COPYRIGHTED REPORTS SUBMITTED TO THE CITY SHALL BE CONSIDERED PUBLIC RECORDS

The applicant acknowledges, understands, and agrees that any soils, seismic hazard, landslide, geologic, natural hazard, or geotechnical report, study, or information submitted to the City by, or on behalf of, the applicant in furtherance of this application submitted by the applicant will be treated by the City as public records pursuant to the CA Public Records Act which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.

I have read and agree to all of the above.

JEFF COVEY
Applicant (please print name)


Applicant (please sign name)

**COPYRIGHT MATERIALS
RELEASE**

COPYRIGHT MATERIALS RELEASE To the extent that your application submittal packet includes plans or drawings prepared by a licensed, registered or certified professional as defined pursuant to the California Health and Safety Code Section 19851 or Business and Professions Code Section 5536.25 such as a licensed engineer, architect or other design professional, the City must first obtain the signature release and permission of said professional prior to publication or reproduction of any such plans or drawings. Such drawings and plans may also be protected by copyright laws. The City of Santa Rosa hereby requests permission to reproduce and publish plans and drawings submitted with your application packet for purposes of more effectively and efficiently facilitating the entitlement review process, including making plans and drawings available on the City's website for public review and providing electronic reproductions to the City's review boards. The purpose of this request is limited solely to the purpose of facilitating the timely review of this application, and the plans and drawings will not be utilized by the City for other purposes. To assist the City in this process, please provide below the signatures of all of those who have prepared plans and drawings to be submitted with this application.

Engineer Name: _____
Phone: _____
Email Address: _____

ENGINEER /SURVEYOR'S SIGNATURE _____

Architect Name WIX ARCHITECTURE - HENRY WIX
Phone (707) 576-7766 #111
Email Address HENRYWIX@WIXAIA.COM

ARCHITECT/DESIGNER'S SIGNATURE _____


Landscape Architect Name _____
Phone _____
Email Address _____

LANDSCAPE ARCHITECT/DESIGNER SIGNATURE _____

AGENT AUTHORIZATION FORM



AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work): Commercial
Commercial Permit Application

Project Location or Address: 1137 Petaluma Hill Road, Santa Rosa 95404

Name of Authorized Agent: Brian Elliott

Address of Authorized Agent: 703 2nd St. Santa Rosa, CA 95404

Phone # of Authorized Agent: 707-480-1239

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy.

Property Owner's Signature: _____ Date: _____

Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

DISCLOSURE FORM



DISCLOSURE FORM

Please Type or Print

File No.	Quad
Related Files	
DEPARTMENT USE ONLY	

www.srcity.org

Project Title: Northern Coast, LLC 1137 Petaluma Hill Rd, Santa Rosa, CA
(Include site address)
95404

Please provide the name of each individual, partnership, corporation, LLC, or trust who has an interest in the proposed land use action. Include the names of all applicants, developers, property owners, and each person or entity that holds an option on the property.

Individuals: Identify all individuals
Partnerships: Identify all general and limited partners
Corporations: Identify all shareholders owning 10% or more of the stock and all officers and directors (unless the corporation is listed on any major stock exchange, in which case only the identity of the exchange must be listed.
LLCs: Identify all members, managers, partners, officers and directors.
Trusts: Identify all trustees and beneficiaries.
Option Holders: Identify all holders of options on the real property.

Full Name:	Address:
Elliott Waldman	8 Bernice St, San Francisco, CA 94103
Tara Scott	1631 Preston St, Halifax NS B3H 3V2
Jeff Corey	P.O. Box 1316 Kenwood, CA 95452

In addition, please identify the name of each civil engineer, architect, and consultant for the project.

Full Name:	Address:
R. Ryan Wilcox (legal)	703 2nd St, Santa Rosa, CA 95404
Brian Elliott (Consultant)	703 2nd St, Santa Rosa, CA 95404
Henry Wix (architect)	4849 Old Redwood Hwy, Santa Rosa, CA 95403

Additional names and addresses attached: ☐ Yes ☒ No

The above information shall be promptly updated by the applicant to reflect any change that occurs prior to final action.

I certify that the above information is true and correct: _____
Applicant Date

ARTICLES OF INCORPORATION



**Secretary of State
Articles of Organization
Limited Liability Company (LLC)**

LLC-1

201810710118

FILED

**Secretary of State
State of California**

APR 16 2018

IMPORTANT — Read Instructions before completing this form

Filing Fee — \$70.00

Copy Fees — First page \$1.00 each attachment page \$0.50
Certification Fee \$5.00

Note: LLCs may have to pay minimum \$800 tax to the California Franchise Tax Board each year. For more information, go to ftb.ca.gov

This Space For Office Use Only

1. Limited Liability Company Name (see instructions) Must contain an LLC ending such as LLC or L.L.C. "LLC" will be added if not included.

NORTHERN COAST, LLC

2. Business Addresses

a. Initial Street Address of Designated Office in California. Do not enter a P.O. Box.	City (no abbreviations)	State	Zip Code
1137 PETALUMA HILL ROAD	SANTA ROSA	CA	95407
b. Initial Mailing Address of LLC, if different than item 2a.	City (no abbreviations)	State	Zip Code

3. Service of Process (Must provide either Individual OR Corporation.)

INDIVIDUAL — Complete Items 3a and 3b only. Must include agent's full name and California street address.

a. California Agent's First Name (if agent is not a corporation)	Middle Name	Last Name	Suffix
ELLIOTT		WALDMAN	
b. Street Address (if agent is not a corporation). Do not enter a P.O. Box.	City (no abbreviations)	State	Zip Code
1137 PETALUMA HILL ROAD	SANTA ROSA	CA	95407

CORPORATION — Complete Item 3c. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) — Do not complete Item 3a or 3b.

4. Management (Select only one box)

The LLC will be managed by



One Manager



More than One Manager



All LLC Member(s)

5. Purpose Statement (Do not alter Purpose Statement)

The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

6. The Information contained herein, including in any attachments, is true and correct.

Elliott Waldman
Organizer sign here

ELLIOTT WALDMAN

Print your name here



I hereby certify that the foregoing
transcript of 1 page(s)
is a full, true and correct copy of the
original record in the custody of the
California Secretary of State's office.

APR 17 2018

A handwritten signature in red ink, appearing to be "Alex Padilla", written over a horizontal line.

Date:

A handwritten signature in black ink, appearing to be "Alex Padilla", written over a horizontal line.

ALEX PADILLA, Secretary of State

PROOF OF LAND OWNERSHIP

State of California
Secretary of State

CERTIFICATE OF STATUS



COPY

ENTITY NAME: GRAYSTEP, LLC

FILE NUMBER: 201423110078
FORMATION DATE: 08/15/2014
TYPE: DOMESTIC LIMITED LIABILITY COMPANY
JURISDICTION: CALIFORNIA
STATUS: ACTIVE (GOOD STANDING)

I, DEBRA BOWEN, Secretary of State of the State of California, hereby certify:

The records of this office indicate the entity is authorized to exercise all of its powers, rights and privileges in the State of California.

No information is available from this office regarding the financial condition, business activities or practices of the entity.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of August 25, 2014.

Debra Bowen

DEBRA BOWEN
Secretary of State

LLC-1

Articles of Organization of a Limited Liability Company (LLC)

To form a limited liability company in California, you can fill out this form, and submit for filing along with:

- A \$70 filing fee.
- A separate, non-refundable \$15 service fee also must be included, if you drop off the completed form.

Important! LLCs in California may have to pay a minimum \$800 yearly tax to the California Franchise Tax Board. For more information, go to <https://www.ftb.ca.gov>.

LLCs may not provide "professional services," as defined by California Corporations Code sections 13401(a) and 13401.3.

Note: Before submitting the completed form, you should consult with a private attorney for advice about your specific business needs.

COPY

This Space For Office Use Only

For questions about this form, go to www.sos.ca.gov/business/filing-tips.htm

LLC Name (List the proposed LLC name exactly as it is to appear on the records of the California Secretary of State.)

① **GRAYSTEP, LLC**

Proposed LLC Name

The name must include: LLC, L.L.C., Limited Liability Company, Limited Liability Co., Ltd. Liability Co. or Ltd. Liability Company; and may not include: bank, trust, trustee, incorporated, inc., corporation, or corp., insurer, or insurance company. For general entity name requirements and restrictions, go to www.sos.ca.gov/business/the-name-availability.htm.

Purpose

- ② The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

LLC Addresses

③ a. **3483 21ST STREET** **SAN FRANCISCO** **CA** **94110**

Initial Street Address of Designated Office in CA - Do not list a P.O. Box

City (no abbreviations)

State Zip

b.

Initial Mailing Address of LLC, if different from 3a

City (no abbreviations)

State Zip

Service of Process (List a California resident or a California registered corporate agent that agrees to be your initial agent to accept service of process in case your LLC is sued. You may list any adult who lives in California. You may not list an LLC as the agent. Do not list an address if the agent is a California registered corporate agent as the address for service of process is already on file.)

④ a. **JEFF COVEY**

Agent's Name

b. **3483 21ST STREET**

Agent's Street Address (if agent is not a corporation) - Do not list a P.O. Box

SAN FRANCISCO

City (no abbreviations)

CA **94110**

State Zip

Management (Check only one.)

- ⑤ The LLC will be managed by:



One Manager



More Than One Manager



All Limited Liability Company Member(s)

This form must be signed by each organizer. If you need more space, attach extra pages that are 1-sided and on standard letter-sized paper (8 1/2" x 11"). All attachments are made part of these articles of organization.


Organizer - Sign here

JEFF COVEY

Print your name here

Make check/money order payable to: Secretary of State

Upon filing, we will return one (1) uncertified copy of your filed document for free, and will certify the copy upon request and payment of a \$5 certification fee.

By Mail

Secretary of State
Business Entities, P.O. Box 944226
Sacramento, CA 94244-2280

Drop-Off

Secretary of State
1500 11th Street, 3rd Floor
Sacramento, CA 95814

OPERATING AGREEMENT

OF

GRAYSTEP, LLC



This Operating Agreement (the "**Agreement**") is entered into as of August 15, 2014, by Jeffrey Covey, with business address at 3483 21st Street, San Francisco, California 94110, who hereby forms this limited liability company (the "**Company**") and is the sole member of the company pursuant to the California Revised Uniform Limited Liability Company Act, codified in the California Corporations Code, Section 17701.01 *et seq.*, including amendments from time to time (the "**Act**") upon the terms and conditions set forth herein. This Agreement shall govern the operation and management of the Company from and after the date hereof.

ARTICLE 1

Name; Registered Agent and Address; and Place of Business

The name of the Company is GRAYSTEP, LLC. The Company's principal place of business is 3483 21st Street, San Francisco, California 94110, or such other place or places as the Member may hereafter determine.

ARTICLE II

Purpose, Business, and Term of Company

Section 2.1. Purpose and Business of the Company. The purpose of the Company is to engage in any lawful act for which a limited liability company may be organized under the Act.

Section 2.2. Term of the Company. The term of the Company commenced on the date the Articles of Organization of the Company was filed with the California Secretary of State in accordance with the provisions of the Act and shall continue in perpetual existence unless and until dissolved and terminated pursuant to the Agreement.

Section 2.3. Applicable Law. Regardless of the place where this Agreement may be executed by the sole Member, this Agreement, the rights and obligations of the sole Member, and any claims and disputes relating thereto, shall be subject to and governed by the Act and the other laws of the State of California as applied to agreements among California residents to be entered into and performed entirely within the State of California, and such laws shall govern the limited liability company aspects of this Agreement.

ARTICLE III

Capital Contribution

Section 3.1. Capital Contribution by Sole Member; Initial Issuance of Units. Prior to the date hereof, the sole Member has made capital contributions to the capital of the Company in the amount of cash, or of property in-kind, or both, as reflected in the books and records of the Company.

Section 3.2 No Interest; No Return of Capital. Capital contributions to the Company shall not earn interest, except as otherwise expressly provided for in this Agreement. Except as otherwise provided in this Agreement, the sole Member shall not be entitled to withdraw, or to receive a return of, a capital contribution or any portion thereof.

ARTICLE IV

Capital Account

Section 4.1. Capital Account. A capital account ("*Capital Account*") shall be maintained for the sole Member in accordance with the provisions of this Article.

Section 4.2.

(a) Increases to Capital Accounts. The Capital Account of the sole Member shall be increased by

- (1) the fair market value of the sole Member's initial capital contribution and any additional capital contributions (capital contributions of property shall be the fair market value of the property contributed to the Company by the sole Member),
- (2) Company income and gain (including income and gain exempt from income taxation) computed in accordance with this Agreement, and
- (3) The amount of any Company liabilities that are assumed by the sole Member.

(b) Decreases In Capital Accounts. The Capital Account of the sole Member shall be decreased by

- (1) the amount of cash distributed to the sole Member pursuant to any provision of this Agreement, the fair market value of any property distributed to the sole Member pursuant to any provision of this Agreement,
- (2) Company deductions and losses computed in accordance with this Agreement, and

(2) the amount of any liabilities of the sole Member that are assumed by the Company.



COPY

ARTICLE V

Allocation of Revenue and Expenses; Allocation of Tax Items

Section 5.1. Allocation of Revenues and Expenses. For purposes of maintaining the sole Member's Capital Account, all of the Company's items of revenue and expenses shall be allocated to the sole Member.

Section 5.2. Allocation of Tax Items for Federal Income Tax Purposes. The Company shall be treated as a disregarded entity for Federal income tax purposes pursuant to the Internal Revenue Code and the Treasury Regulations promulgated thereunder, such that all items of Company taxable income, gain, loss, deduction, and credit recognized or allowable for Federal income tax purposes shall be allocated and credited or charged to the sole Member. The Company shall not be required to file a Federal income tax return.

ARTICLE VI

Management of the Company

Section 6.1. In General. The management of the Company shall be vested entirely in the sole Member, and the sole member shall have the fullest right, power, and authority to manage, direct, and control all of the business and affairs of the Company and to transact business on its behalf, and to sign for it or on its behalf or otherwise to bind the Company. The sole Member shall also be, or shall designate, the President and the Secretary of the Company and, for the purposes of conducting the business of the Company, the sole Member, or such individuals designated, shall use such titles when necessary. All of the rights and duties of the sole Member granted by the Act shall be held and exercisable by it in its capacity as Manager of the Company.

Section 6.2. Voting of Units. A Unit is entitled to be voted only if it is owned by a Member and each such Unit shall be entitled to one vote. Neither an assignee nor a transferee may vote a Unit unless such assignee or transferee is a Member.

ARTICLE VII

Transfers of the Sole Member's Unit

The sole Member may transfer to any person or persons, at any time and from time to time, including by bequest at his death, any or all of his Units.

ARTICLE VIII

Amendment of Agreement

Any amendment or supplement to this Agreement shall only be effective if in writing and if the same shall be consented to and approved by the sole Member.

ARTICLE IX

Dissolution

The Company shall be dissolved, and shall terminate and wind up its affairs, upon the determination of the sole Member to do so.

IN WITNESS WHEREOF, the sole Member has executed and delivered this Agreement of Limited Liability Company the day and year first above written.

Sole Member:


Jeffrey Covey

STORM WATER DETERMINATION WORKSHEET

FOR OFFICE USE ONLY:
 Does this project require permanent storm water BMP's?
☐ Y ☐ N
 Date Submitted: _____



Print Form

File No:	Quadrant
Related Files:	
Set:	
Department Use Only	

2017 Storm Water LID Determination Worksheet

PURPOSE AND APPLICABILITY: This determination worksheet is intended to satisfy the specific requirements of "ORDER NO. R1-2015-0030, NPDES NO. CA0025054 NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT AND WASTE DISCHARGE REQUIREMENTS FOR DISCHARGES FROM THE MUNICIPAL SEPARATE STORM SEWER SYSTEMS." Additional design requirements imposed by Governing Agencies, such as local grading ordinances, CAL Green, CEQA, 401 permitting, and hydraulic design for flood control still apply as appropriate. Additionally, coverage under another regulation may trigger the requirement to design in accordance with the Storm Water LID Technical Design Manual.

Part 1: Project Information

Cannibis Dispensary-Retail

Project Name

Northern Coast, LLC

Project Site Address

1137 Petaluma Hill Road

Project City/State/Zip

Santa Rosa, CA 95404

Permit Number(s) - (if applicable)

Applicant (owner or developer) Name

Elliott

Applicant Mailing Address

Applicant City/State/Zip

Kenwood

Applicant Phone/Email/Fax

Designer Name

Designer Mailing Address

Designer City/State/Zip

Designer Phone/Email

Type of Application/Project:

- ☐ Subdivison
 ☐ Grading Permit
 ☐ Building Permit
 ☐ Hillside Development
☐ DesignReview
 ☒ Use Permit
 ☐ Encroachment
 ☐ Time Extensions
 ☐ Other : _____

PART 2: Project Exemptions

1. Is this a project that creates or replaces *less than* 10,000 square feet of impervious surface¹, including all project phases and off-site improvements?

☐ Yes
 ☒ No

¹ Impervious surface replacement, such as the reconstruction of parking lots or excavation to roadway subgrades, is not a routine maintenance activity. Reconstruction is defined as work that replaces surfaces down to the subgrade. Overlays, resurfacing, trenching and patching are defined as maintenance activities per section VI.D.2.b.

2. Is this project a routine maintenance activity² that is being conducted to maintain original line and grade, hydraulic capacity, and original purpose of facility such as resurfacing existing roads and parking lots?

☐ Yes ☒ No

3. Is this project a stand alone pedestrian pathway, trail or off-street bike lane?

☐ Yes ☒ No

4. Did you answer "YES" to any of the questions in Part 2?

☐ **YES:** This project will *not* need to incorporate permanent Storm Water BMP's as required by the NPDES MS4 Permit. **Please complete the "Exemption Signature Section" on Page 4.**

☒ **NO:** Please complete the remainder of this worksheet.

Part 3: Project Triggers

Projects that Trigger Requirements:

Please answer the following questions to determine whether this project requires permanent Storm Water BMP's and the submittal of a SW LIDs as required by the NPDES MS4 Permit order No. R1-2015-0030.

1. Does this project create or replace a combined total of 10,000 square feet or more of impervious surface¹ including all project phases and off-site improvements?

☐ Yes ☒ No

2. Does this project create or replace a combined total or 10,000 square feet or more of impervious streets, roads, highways, or freeway construction or reconstruction³? ☐ Yes ☒ No

3. Does this project create or replace a combined total of 1.0 acre or more of impervious surface¹ including all project phases and off-site improvements? ☐ Yes ☒ No

4. Did you answer "YES" to any of the above questions in Part 3?

☐ **YES:** This project will need to incorporate permanent Storm Water BMP's as required by the NPDES MS4 Permit. **Please complete remainder of worksheet and sign the "Acknowledgement Signature Section" on Page 4.**

☒ **NO:** This project will *not* need to incorporate permanent Storm Water BMP's as required by the NPDES MS4 permit. **Please complete the "Exemption Signature Section" on Page 4.**

1 Impervious surface replacement, such as the reconstruction of parking lots or excavation to roadway subgrades, is not a routine maintenance activity. Reconstruction is defined as work that replaces surfaces down to the subgrade. Overlays, resurfacing, trenching and patching are defined as maintenance activities per section VI.D.2.b.

2 "Routine Maintenance Activity" includes activities such as overlays and/or resurfacing of existing roads or parking lots as well as trenching and patching activities and reroofing activities per section VI.D.2.b.

3 "Reconstruction" is defined as work that extends into the subgrade of a pavement per section VI.D.2.b.

Part 4: Project Description

1. Total Project area: 6500

☒ square feet
☐ acres

2. Existing land use(s): (check all that apply)

☐ Commercial ☒ Industrial ☐ Residential ☐ Public ☐ Other

Description of buildings, significant site features (creeks, wetlands, heritage trees), etc.:

Cinder block construction, no trees, asphalt paved parking area, no significant site features

3. Existing impervious surface area: 6500

☒ square feet
☐ acres

4. Proposed Land Use(s): (check all that apply)

☐ Commercial ☒ Industrial ☐ Residential ☐ Public ☐ Other

Description of buildings, significant site features (creeks, wetlands, heritage trees), etc.:

Cinder block construction, no trees, asphalt paved parking area, no significant site features

5. Existing impervious surface area: 6500

☒ square feet
☐ acres

Acknowledgment Signature Section:

As the property owner or developer, I understand that this project is required to implement permanent Storm Water Best Management Practices and provide a Storm Water Low Impact Development Submittal (SW LIDS) as required by the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit Order No. R1-2015-0030. *Any unknown responses must be resolved to determine if the project is subject to these requirements.

04/19/2018

Applicant Signature_____
Date**Exemption Signature Section:**

As the property owner or developer, I understand that this project as currently designed does not require permanent Storm Water BMP's nor the submittal of a Storm Water Low Impact Development Submittal (SW LIDS) as required by the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) Permit*. I understand that redesign may require submittal of a new Determination Worksheet and may require permanent Storm Water BMP's.

04/19/2018

Applicant Signature_____
Date

* This determination worksheet is intended to satisfy the specific requirements of "ORDER NO. R1-2015-0030, NPDES NO. CA0025054 NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT AND WASTE DISCHARGE REQUIREMENTS FOR DISCHARGES FROM THE MUNICIPAL SEPARATE STORM SEWER SYSTEMS." Additional design requirements imposed by Governing Agencies, such as local grading ordinances, CAL Green, CEQA, 401 permitting, and hydraulic design for flood control still apply as appropriate. Additionally, coverage under another regulation may trigger the requirement to design in accordance with the Storm Water LID Technical Design Manual.

Implementation Requirements: All calculations shall be completed using the "Storm Water Calculator" available at: www.srcity.org/stormwaterLID

Hydromodification Control/100% Volume Capture: Capture (infiltration and/or reuse) of 100% of the volume of runoff generated by a 1.0" 24-hour storm event, as calculated using the "Urban Hydrology for Small Watersheds" TR-55 Manual method. This is a retention requirement.

Treatment Requirement: Treatment of 100% of the flow calculated using the modified Rational Method and a known intensity of 0.20 inches per hour.

Delta Volume Capture Requirement: Capture (infiltration and/or reuse) of the increase in volume of storm water due to development generated by a 1.0" 24-hour storm event, as calculated using the "Urban Hydrology for Small Watersheds" TR-55 Manual method. This is a retention requirement.

STOREFRONT/SIGNAGE/ DESIGN

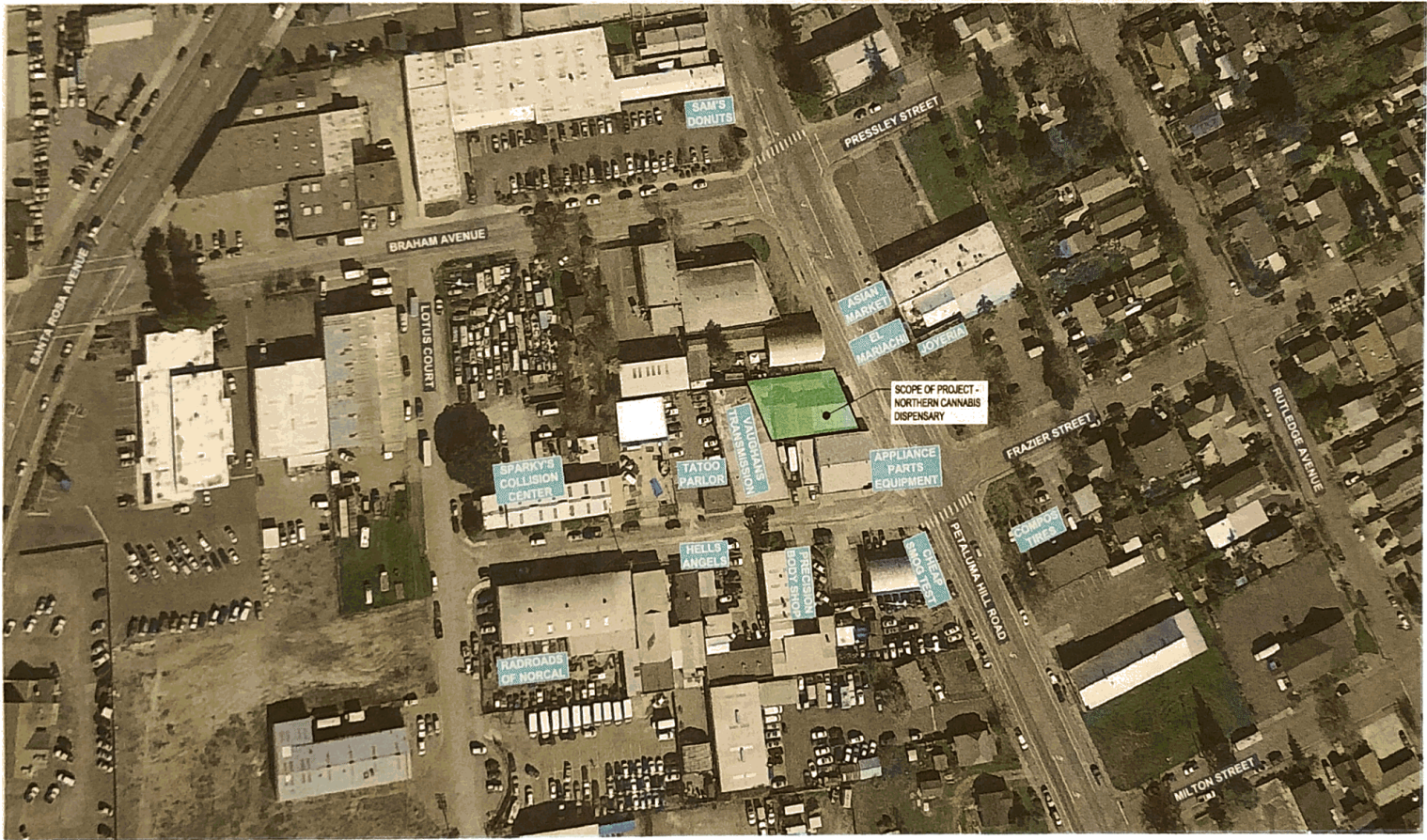
Northern

1137



FRONT EXTERIOR

NEIGHBORHOOD CONTEXT



1 CONTEXT AERIAL
A1.2 7' = 30'

NORTHERN CANNABIS DISPENSARY - Neighborhood Context

1137 PETALUMA HILL ROAD, SANTA ROSA, CA

DATE: APRIL 17, 2018

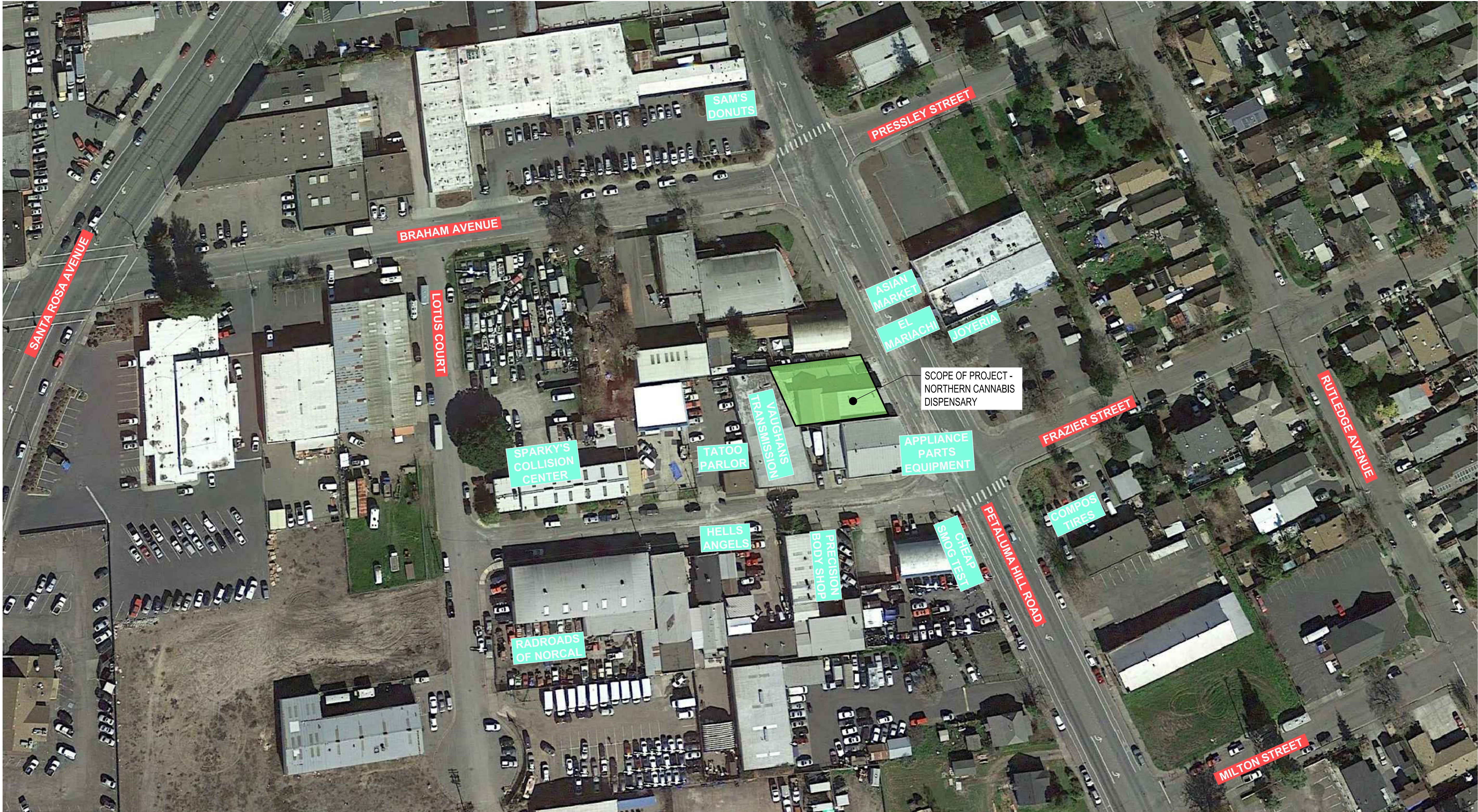
WIX JOB #: 1800 01

4848 OLD REDWOOD HIGHWAY, SANTA ROSA, CA - (707) 578-7766

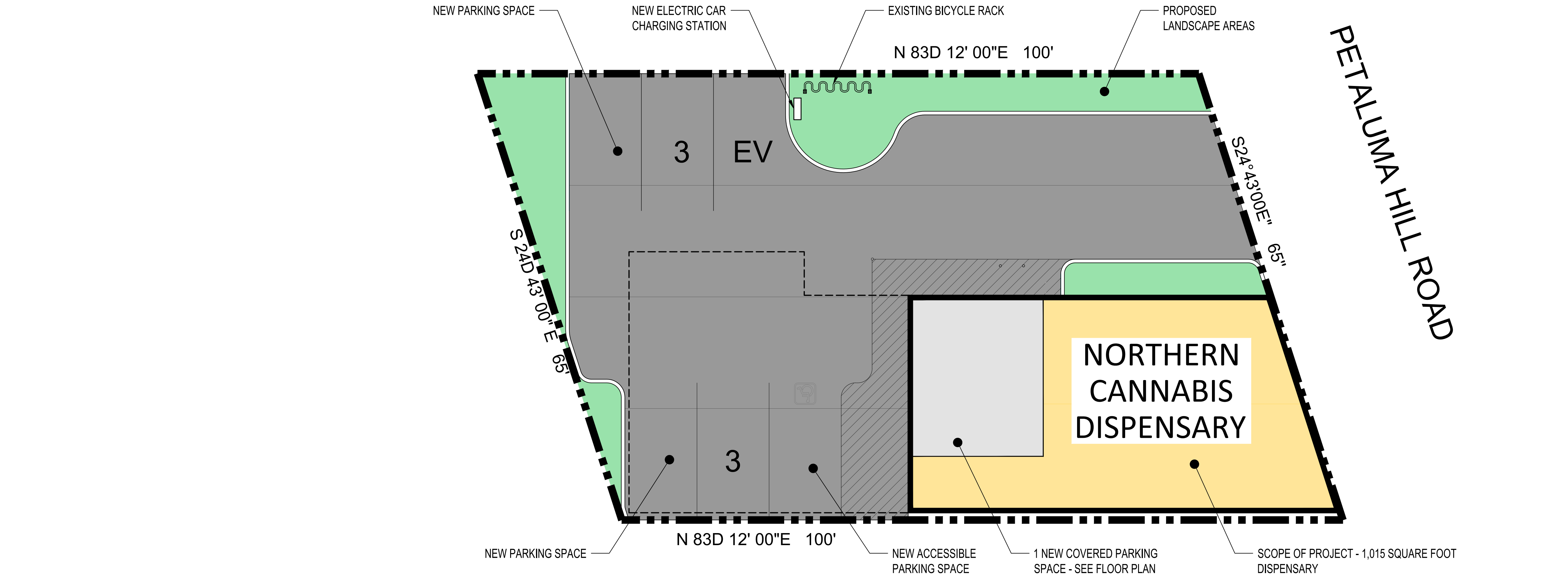
A1.1



PLANS



1 CONTEXT AERIAL
A1.2 1" = 50'

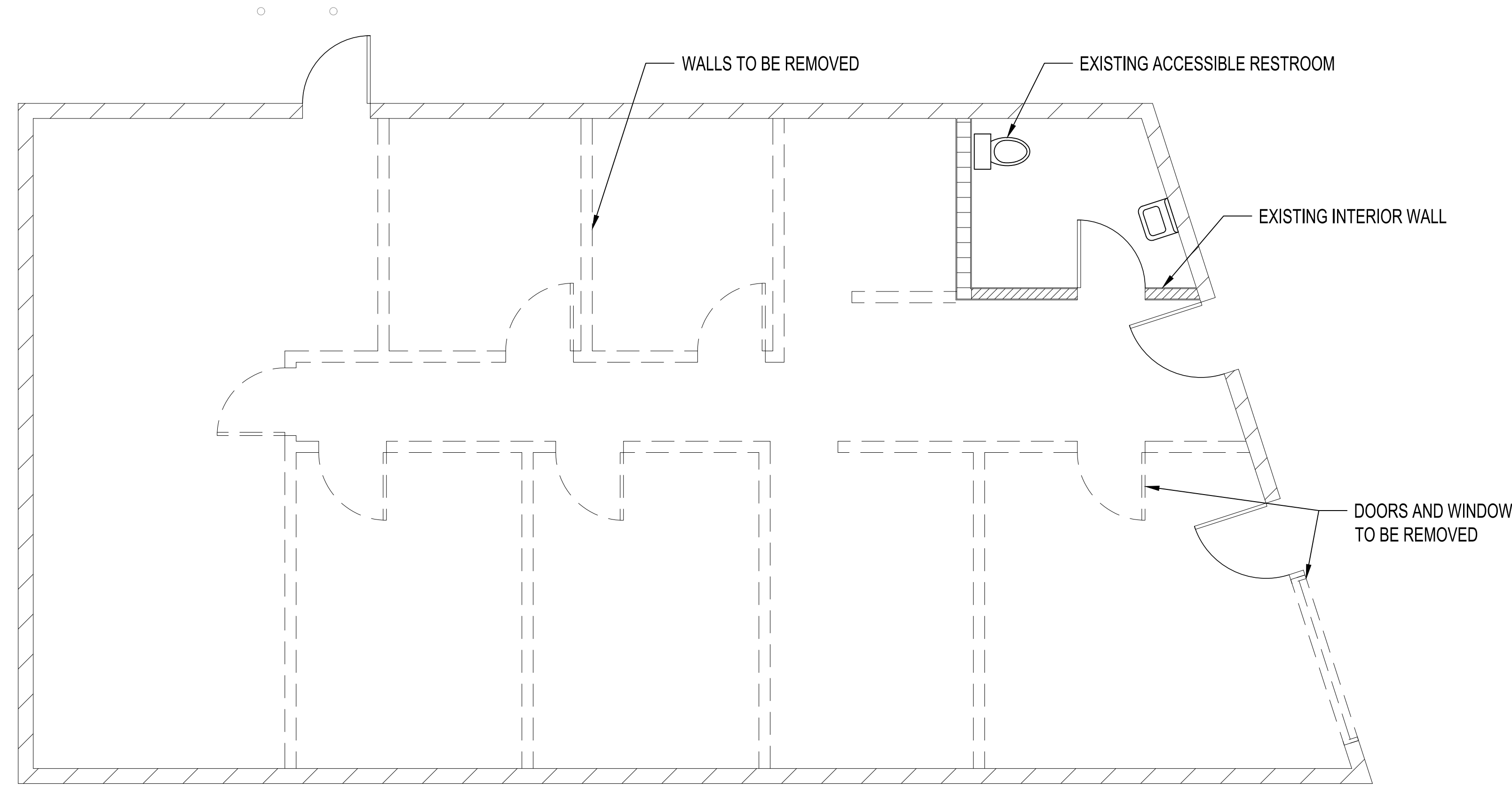


1 SITE PLAN
A1.2 1/8" = 1'-0"

PARKING TABULATION							
NORTHERN CANNABIS DISPENSARY	NAME/USE	AREA	BUSINESS ACTIVITY	PARKING RATIO	PARKING SPACES	BIKE RATIO	BIKE SPACES
	PROPOSED DISPENSARY	1,015 SF	RETAIL	1:250	4.1	1:5000	0.2
	OFFICE	75 SF	RETAIL	1:250	0.3	1:5000	0.0
	UNISEX BATHROOM	82 SF	RETAIL	1:250	0.3	1:5000	0.0
	STORAGE	71 SF	WAREHOUSE	1:1000	0.1	1:140000	0.0
	PROPOSED PARKING GARAGE	418 SF	GARAGE	0:0	0.0	0:0	0.0
	TOTAL	1,661 SF			4.8		0.2

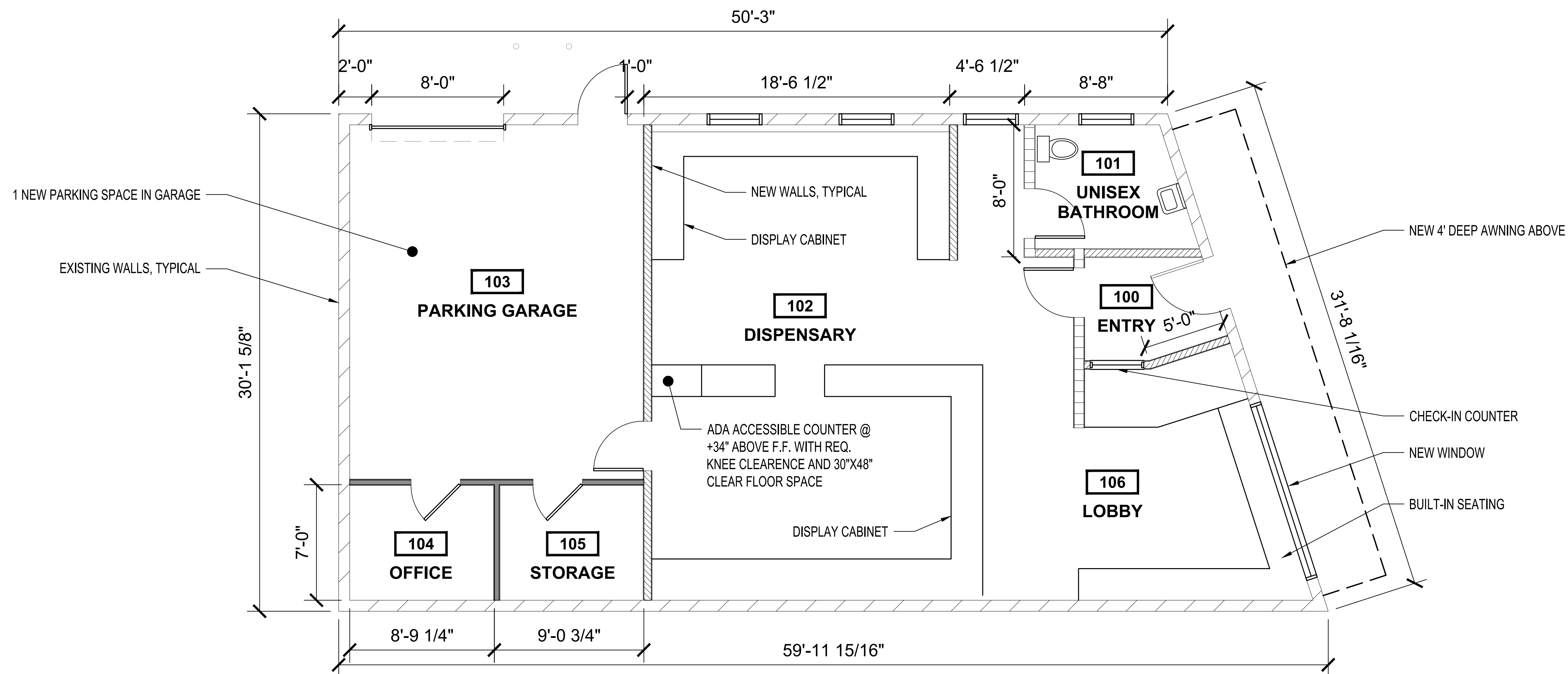
PARKING CALCULATION

	VEHICLE SPACES	BIKE RACKS
CURRENT SPACES PROVIDED:	6 SPACES PLUS 1 VAN ACCESSIBLE SPACE	5 SPACES + INDOOR
SPACES REQUIRED BY ZONING CODE:	4.8 SPACES (SEE PARKING TABULATION ABOVE)	1 SPACE 2 SPACE
SPACES PROVIDED:	6 SPACES - (1 COVERED) (1 VAN ACCESSIBLE SPACE)	5 SPACES + INDOOR



1
A2.1
1/4" = 1'-0"

DEMOLITION PLAN



2
A2.1
1/4" = 1'-0"

PROPOSED FLOOR PLAN

NORTHERN CANNABIS DISPENSARY - Concept Floor Plan

A2.1



1
A3.1
1/4" = 1'-0"

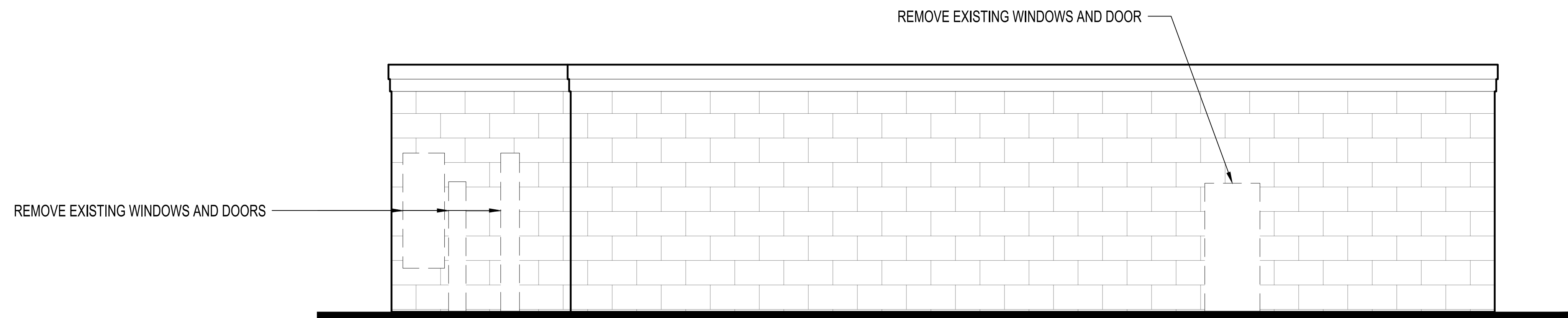
EXISTING EAST STREET FRONTAGE



EXISTING PORTION OF BUILDING
TO BE REMOVED

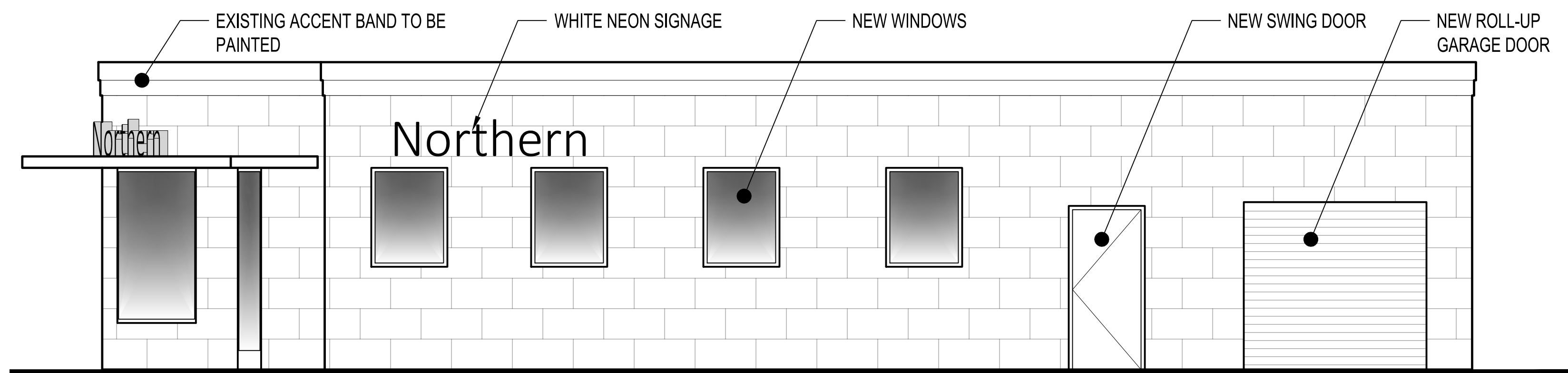
2
A3.1
1/4" = 1'-0"

EXISTING NORTH ELEVATION VIEW FROM STREET



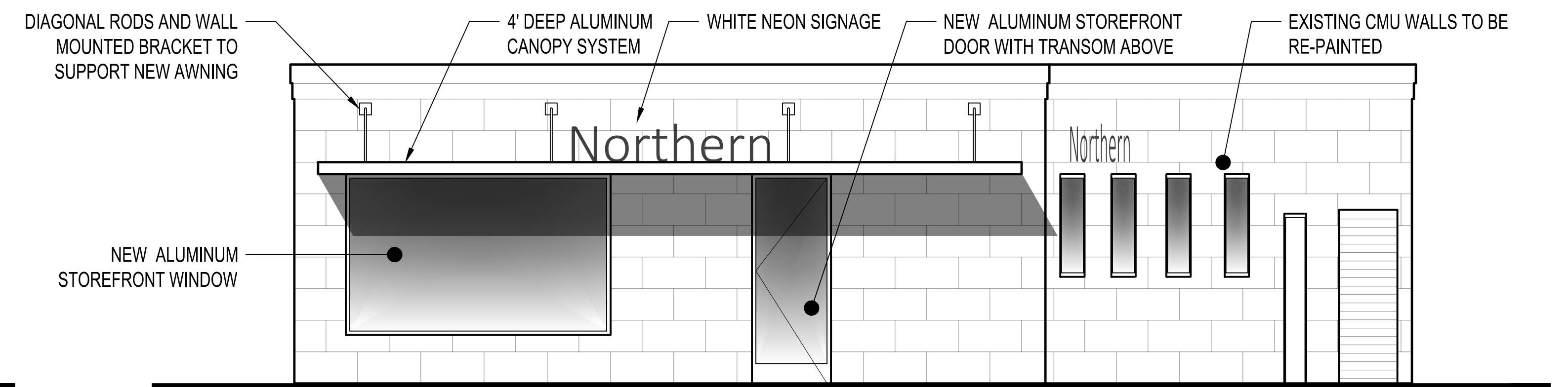
3
A3.1
1/4" = 1'-0"

DEMOLITION NORTH ELEVATION



4
A3.1
1/4" = 1'-0"

PROPOSED NORTH ELEVATION



5
A3.1
1/4" = 1'-0"

PROPOSED EAST ELEVATION