

Conditional Use Permit Application

Applicant: Sota Extracts, Inc.
Address: 468 Yolanda Avenue Suite 203, Santa Rosa, CA 95404
APN:
Zoning: Light Industrial (IL)
Premises: 1,856 sq ft
Lot Size: 3.74 acres
Proposed Use: Commercial Cannabis Adult Use and Medicinal Manufacturing – Level 2 (volatile, Type 7) and commercial Cannabis Adult Use and Medicinal Distribution (Type 11) licenses

Project Description Narrative

0.0 | Summary

Sota Extracts, Inc. (the “Applicant”) submits this conditional use permit (CUP) application for commercial Cannabis Adult Use and Medicinal Manufacturing – Level 2 (volatile, Type 7) and commercial Cannabis Adult Use and Medicinal Distribution (Type 11) licenses to comply with the City of Santa Rosa Ordinance No. ORD 2017-025 and state law.

The Applicant proposes the facility within the existing premises located at 468 Yolanda Avenue Suite 203, in Santa Rosa. Suite 203 is 1,856 square feet and is the center suite of a 9,280 square foot building (five suites total) on a 3.74 acre lot. The two adjacent suites in the building are unoccupied. The end suite on the east side of the building is occupied by Fire Safety Supply Company. The adjacent building to the west on the lot will be occupied by the landlord who has received a conditional use permit for a cannabis micro business for the space. The proposed site is zoned Light Industrial (IL) and is 192 feet from a residential zone and street access to the building from a residential zone is about 2,000 feet.

The entire premises are approximately 1,846 square feet and the division of space will be as follows:

- Distribution with ancillary office space will occupy approximately 500 square feet; and,
- Manufacturing will occupy approximately 1356 square feet.

This narrative details how the operation will meet each of the general operating requirements set forth in Section 20-46.050 of the Santa Rosa Code.

City of Santa Rosa
DEC 24 2018
Planning & Economic Development

Table of Contents

0.0 Summary.....	0
1.0 Commercial Cannabis Use.....	2
2.0 Compliance	5
3.0 Separation of License Types.....	5
4.0 Building and Fire Codes.....	5
5.0 Security	6
6.0 Air Quality and Odor Control	7
7.0 Lighting	8
8.0 Noise	8
9.0 Site Plan and Floor Plans.....	8
10.0 Vicinity and Neighborhood Context Maps	8
11.0 Parking.....	8
12.0 Traffic.....	8
13.0 Hours of Operation	9
14.0 Landscaping	9
15.0 Signage.....	9
16.0 Minors.....	9
17.0 Staffing and Local Hiring Plan	9
18.0 Community Benefits	9
Appendices.....	11
A.1 Business Entity Document.....	11
A.2 Site Plan.....	12
A.3 Floor Plans.....	13
A.4 Neighborhood Context Map and Vicinity Map with North Arrow.....	14
A.5 Proposed Extraction Equipment Specifications	15
A.6 Extraction Lab Specifications	17
A.7 Air Quality and Odor Control System Specifications	18

1.0 | Commercial Cannabis Use

The Applicant submits this application for commercial Cannabis Adult Use and Medicinal Manufacturing – Level 2 (volatile, Type 7) and commercial Cannabis Adult Use and Medicinal Distribution (Type 11) licenses to comply with the City of Santa Rosa Ordinance No. ORD 2017-025 and state law.

1.1 | Distribution

The proposed distribution project will include all activities permitted by a commercial Cannabis Adult Use and Medicinal Distribution (Type 11) license, including, but not limited to the following activities:

- receiving raw bulk dried materials;
- processing of bulk materials;
- packaging/re-packaging;
- storage of raw materials and manufactured products;
- administrative space for activities such as financial, administrative, marketing, and human resources, and coordination of third-party product testing.

For the distribution aspect of the business, the Applicant anticipates utilizing two vehicles. The vehicles will have a motor carrier permit pursuant to chapter 2 of division 14.85 of the Vehicle Code. The cannabis products will not be externally visible and will be transported in a locked container that is secured to the inside of the vehicle. All distribution operations and vehicles used will comply with state laws and regulations.

1.2 | Manufacturing

The proposed project will include all activities permitted by a commercial Cannabis Adult Use and Medicinal Manufacturing – Level 2 (volatile, Type 7) license, including, but not limited to the following activities:

- receiving raw bulk dried materials;
- light manufacturing and processing of bulk materials;
- packaging/re-packaging including but not limited to sorting, grading, quality control, labeling/re-labeling, inventory controls;
- internal testing for quality control;
- research and development;
- manufacturing of cannabis oil, products and compounds using nonvolatile and volatile extraction;
- post-processing and refining of cannabis oils;
- pesticide remediation;
- storage of raw materials and manufactured products;
- production of value added products including but not limited to tinctures, topicals, vape cartridges, capsules and potentially edibles;
- administrative space for activities such as financial, administrative, marketing, and human resources.

All products will be produced in accordance with applicable rules and best practices for sanitation and quality control. For edible production, the Applicant does not initially anticipate producing edibles. Prior

to commencing edible production, the Applicant will obtain the necessary City Building permits, Sonoma Health permits, and food handler certification.

1.3 | Process

The manufacturing process will implement a closed-loop propane/butane extraction system. The closed-loop system is the safest and most efficient method of extracting cannabis oils with volatile hydrocarbons. The proposed system meets or exceeds all industry listed standards for ASME Section 8, IFC, FPA 58, 3-A Sanitary Standard, Class 1 Division 1, and UL21 (Sec. A.5).

The system is operated under vacuum, which means that the exterior pressure of the atmosphere will make it impossible for the volatile hydrocarbons to escape the loop. The only instance in which the hydrocarbons could escape would be under a loss of vacuum seal in the system.

In the unlikely scenario that this would occur, the laboratory will have a gas sensing system to notify the operators of a leak. If the source of the leak is not identified and corrected, the alarm will trigger a high-level alarm at about 10% of the explosive limit. If the leak continues and the concentration reaches 25% of the explosive limit, the ventilation system will be triggered to operate at a purge level and eliminate the hydrocarbon from the laboratory. If this also fails, an emergency shutoff will cut all electricity to the lab to eliminate any sources of ignition in the lab. Should ignition occur, the lab is equipped with blowout panels to mitigate the damage and the fire suppression system would quickly extinguish any fire in the area. The amount of hydrocarbons used is small, which means that they would burn up quickly and the fuel for the fire would be gone.

1.4 | Extraction Lab

Inside the facility, the Applicant will install a state-of-the-art class-1-division-1 (C1D1) extraction lab, specifically engineered and designed for volatile extraction and manufacturing. The unit features ventilation systems, a fixed extension of the wet fire sprinkler system, and explosion proof fixtures to provide maximum safety for volatile manufacturing activities. Specifications about the extraction lab are attached in section A.6.

The lab is certified by UL category code QMCV. File # E47776 and peer reviewed by Pressure Safety Inspectors (PSI) licensed in the following states: AZ, CA, CO, FL, HI, MA, MD, ME, MI, NV, OH, OR, PA, WA. The HAL Extraction Booth is designed to comply with applicable codes in: NFPA 1 (2018); NFPA 30 (2018); NFPA 33 (2018); NFPA 58 (2017); NFPA 70E (2018); NFPA 91 (2015); AZ Fire Code 2016; CA Fire Code 2016; International Fire Code 2018; OR Fire Code 2014; WA Fire Code 2015.

A hardcopy copy of the engineer peer review, along with a cut sheet and full set of annotated drawings, has been submitted to the Fire Marshal. These drawings contain code references, detailed information regarding the compliance of the C1D1 extractions lab, and mechanical and electrical information.

1.5 | Operation and Management

The three founders for this company are all chemical engineers with experience operating extraction and distillation equipment in a C1D1 environment. The founders have experience with standard operating procedures (SOP's), OSHA compliance, personal protection equipment (PPE), and other safety compliance regulations. The founders will be the only people operating the equipment for the foreseeable future. When the company decides to hire other people to operate the equipment, the model employee would

be an operator/engineer with experience in the field of explosive hydrocarbons. They will receive extensive training and the founders will remain as managers of the operation.

1.6 | Hazardous Materials

For the proposed manufacturing facility, the hazardous materials onsite may include, propane, butane, pentane, hexane, heptane, ethanol, isopropyl alcohol, carbon dioxide, acetone, and bleach. All hazardous materials will be used, stored, and disposed of according to state and local rules, including applicable Health and Safety Code and California Fire Code requirements related to the storage, use, and handling of hazardous materials and the generation of hazardous waste. The Applicant will also obtain all required Certified Unified Program Agency (CUPA) permits including completing a California Environmental Reporting System (CERS) submission for hazardous materials inventory. The Applicant will develop operating procedures for the use, storage, and disposal of hazardous materials for manufacturing activities, as required for state licensing.

1.7 | Use

Although the solvents used in the industry may evolve over time with future legalization and research, the Applicant plans on initially using the following solvents:

Chemical	Use
Carbon Dioxide	Extraction of Cannabis Oil
Propane	Extraction of Cannabis Oil
Butane	Extraction of Cannabis Oil
Pentane	Cleaning and washing of raw Cannabis materials, extraction, post-processing research and development, and/or pesticide remediation.
Hexane	Cleaning and washing of raw Cannabis materials, extraction, post-processing research and development, and/or pesticide remediation.
Heptane	Cleaning and washing of raw Cannabis materials, extraction, post-processing research and development, and/or pesticide remediation.
Ethanol	Extraction and/or post processing of cannabis oil.
Isopropyl Alcohol	Cleaning of manufacturing equipment and tools.
Acetone	Cleaning of manufacturing equipment and tools.
Bleach	Cleaning of manufacturing equipment and tools.

The Applicant will continue to work with the City's Building and Fire Departments as well as state regulators for any future use of new hazardous chemicals onsite for manufacturing operations.

All employees will receive training for the safe use and disposal of all hazardous materials used onsite, regardless of whether they typically work with these materials or not. Employees will be provided with all PPE required for working with these hazardous materials. Eye washing stations will be located in and around the manufacturing area.

1.8 | Storage and Disposal

All hazardous materials will be stored in specialized flammable materials storage cabinets. The Applicant will containerize and transport small quantities of hazardous materials as a US EPA Very Small Quantity Generator – VSQGs (or, Conditionally Exempt Small Quantity Generators – CESQGs). This provision allows operators to transport 100 kilograms or less per month to an authorized facility. Accordingly, the Applicant will transport hazardous waste to the Solid Waste Management Authority which is located at 500 Mechem Road in Petaluma. For larger quantities of hazardous waste, the Applicant will hire vendors to transport and dispose hazardous waste in accordance with rules and regulations.

2.0 | Compliance

The Applicant is committed to operating a compliant cannabis business in accordance with all existing and future applicable state and local laws and regulations.

As required by state law, all extraction equipment will be closed loop systems, and all manufacturing equipment will satisfy state rules regarding engineering certification and inspections by the state agencies as well as the city's building and fire departments. Also, as required for state licensing, the Applicant will prepare and implement SOP's for all manufacturing processes and use of all equipment. The specifications of the intended extraction equipment for use by the Applicant are attached in section A.5. All equipment will be grounded for stability and to prevent sparks.

3.0 | Separation of License Types

Floor Plans provided in section A.3 detail the clear separation of license types; the areas will have separate entrances and interior doors and will be separated by demising walls.

- Distribution with ancillary office space will occupy approximately 500 square feet; and,
- Manufacturing will occupy approximately 1356 square feet.

4.0 | Building and Fire Codes

The Applicant will work closely with local Building and Fire Departments to ensure that the proposed project is as safe as possible and will comply with all state and local fire codes as well as applicable National Fire Protection Association (NFPA) codes. The facility will be designed and constructed with sophisticated fire suppression and ventilation systems. Additionally, the Applicant will implement layers of fire and safety protection that include, but are not limited to, engineering controls, safe work practices, administrative controls, and OSHA hazardous prevention and controls.

The Applicant's landlord will install sprinklers and a fire alarm system, which will be routinely inspected and maintained in good working order. The extraction lab space is designed to be connected to the wet fire sprinkler system. Battery backup for emergency lighting will be installed to illuminate the exits during a power outage. Fire extinguishers, placed throughout the facility, will be regularly maintained and inspected. Chemical storage cabinets will be used for storage of all solvents and hazardous materials. The Applicant will utilize spill management systems and will install emergency exit route maps. All employees will receive training on fire and safety systems and procedures. Also, the Applicant will install air quality and ventilation systems.

As soon as possible, the Applicant will obtain all necessary building permits, fire permits, and CUPA permits including completing a California Environmental Reporting System (CERS) submission for hazardous materials inventory that meet or exceed state thresholds and any waste generation.

For communication purposes with emergency service providers, the responsible party will be Malcolm Smith. His contact information will be provided to emergency services departments.

5.0 | Security

The Applicant's security plan is intended to prevent theft or diversion of any cannabis product and currency, as well as to discourage loitering, crime, and illegal nuisance activities. All the security systems will remain fully operational during a power outage. No weapons or firearms will be permitted on the property. All security measures will be designed to ensure emergency access is available in compliance with California Fire Code and Santa Rosa Fire Department standards. The Applicant will update the security plan to comply with any new local or state laws and regulations for cannabis licensing.

5.1 | Surveillance

An exterior and interior video surveillance system will be installed to record 24 hours a day, 7 days a week. Security cameras will record in all areas where cannabis activities are conducted, in common areas, at each entrance, and around the exterior of the facility. Camera coverage will be sufficient clarity to determine the identity of anyone recorded and will be to industry format so as to support any regulatory or criminal investigation. Surveillance videos will be maintained as required by state and local rules. The Applicant will maintain the surveillance system in good working condition always. All recordings will be easily accessed for viewing, and the Applicant will cooperate with all law enforcement investigations; providing video footage upon request. The Applicant will be able to view the surveillance remotely at any time.

5.2 | Alarm System

Additionally, the Applicant will install a professionally monitored alarm system, which will provide the Applicant with instant notification of any triggered event. Prior to installation the Applicant will obtain an alarm permit from the Santa Rosa Police Department in accordance with Section 6-68.130 of the Santa Rosa City Code. The alarm system will provide prompt notification to Applicant of any prolonged surveillance interruption or system failure. Additionally, the Applicant will be able to access the alarm system remotely. The Applicant will maintain records of the contact information for the professional security company that installs the alarms and provides the alarm monitoring services.

5.3 | Inventory Controls

The Applicant will comply with and participate in California's track and trace system and auditing requirements to ensure that no diversion or loss occurs. In the event of any inventory discrepancies, the Applicant will immediately notify regulators and law enforcement within the required time periods.

5.4 | Storage and Waste

All cannabis waste, such as trimming or damaged products, will be stored in a locked dumpster within the restricted distribution area (indicated in Sec. A.3) and will be disposed of as required by state rules. All other non-cannabis waste will be stored similarly and will be disposed by an approved waste removal

vendor. As detailed in section 1.8, hazardous waste will be stored and disposed of according to local and state guidelines.

5.5 | Transportation and Training

Distribution activities will only occur within the distribution space while the commercial roll-up door is closed to ensure that cannabis and any related by-products from the project site are not visible or accessible to the public.

Employees will understand all security procedures and participate in annual training to learn the Applicant's security and safety protocols required for continuous employment.

5.6 | Access Controls

The facility will be closed to the public. The entrances will be locked and secured at all times with commercial-grade, non-residential locks, in compliance with the city's building code and state regulations, that will prevent free access into the facility as well as between restricted areas. Access to the facility will be restricted to authorized personnel, approved visitors, and scheduled deliveries. Staff will prevent individuals from remaining on the premises if they are not engaging in activities expressly related to the business operations. Authorized personnel will be provided with keys that limit access to permitted areas required for completing job duties. Guests and inspectors will be required to sign into the facility, provide valid identification and will be accompanied by authorized personnel at all times.

5.7 | Emergency Access

The building has a large parking lot with two entrances onto Yolanda avenue. The parking lot has multiple fire hydrants around that would serve the building and nearby buildings in a fire emergency. The lot is not gated or guarded, so the fire department and other emergency services would have little trouble accessing the facility for emergencies. The doors will be locked at all times, but the local fire department will be given a set of keys to use in the event that they need to get in.

5.8 | Records

As required by state rules, the Applicant will maintain up-to-date and current records related to the cannabis operation. Those records will be stored in a secure manner onsite and will include surveillance vendor contracts with schematics of the security zones, name of vendors and monitoring company, and a list of all current authorized employees with access to the surveillance and/or alarm systems. All surveillance records will be stored in a secure area.

5.9 | Cash Management

The Applicant will mostly utilize and accept bank cards, debit cards, and credit cards in order to limit the amount of cash on hand. Applicant has existing relationships with vendors who provide banking and credit card services for cannabis operators.

6.0 | Air Quality and Odor Control

To provide adequate air quality and prevent any odors from being detected from outside the facility, the Applicant will install sophisticated air quality and odor control systems. A carbon filter will be installed on the exhaust of the extraction lab which will draw air from within the facility. The carbon filter is intended

to filter out offensive odors before exiting the facility to the outdoors. The filters also decrease noise produced from exhaust fans and air conditioning units.

All odor mitigation systems and plans will be consistent with accepted and best available industry-specific technologies to effectively mitigate cannabis odors. The Applicant will ensure that all odor control and air quality systems are routinely inspected and maintained in good working order at all times. All staff will receive training on air quality and odor control procedures (Sec. A.7).

7.0 | Lighting

All interior and exterior lighting will be designed and installed according to best management practices and technologies for reducing glare, light pollution, and light trespass onto adjacent properties. Existing exterior lighting will provide sufficient 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 interior light systems will also be fully shielded, including adequate coverings on windows, to confine light and glare to the interior of the structure.

8.0 | Noise

No generators will be used onsite, except during a temporary emergency. The entire cannabis facility will comply with the City of Santa Rosa Municipal Code Chapter 17-16 regarding noise.

9.0 | Site Plan and Floor Plans

Site plans are included in section A.2 with elevations provided for reference. Floor plans are included in section A.3.

10.0 | Vicinity and Neighborhood Context Maps

A vicinity map describing the proposed project's location with the city of Santa Rosa (at 1:76,000 feet scale) and a neighborhood context map describing the surrounding land uses (at 1:4,800 feet scale) are provided in Section A.4.

11.0 | Parking

The proposed project will have six automotive and three bicycle parking spaces in compliance with city ordinance. The building will not be open to the public and will have no public parking. For distribution activities, the Applicant anticipates using two vehicles which will be parked onsite when not in use. Employee shifts will be staggered to accommodate onsite parking, and employees will be encouraged to utilize biking and public transportation options.

12.0 | Traffic

The proposed project is located on the southside of Yolanda Avenue in southeastern Santa Rosa about halfway between Petaluma Hill Road and Santa Rosa Avenue. Yolanda Avenue is a two-lane roadway, east of US 101, that runs east to west connecting Petaluma Hill Road to Santa Rosa Avenue with a posted speed limit of 35 miles per hour.

Drivers exiting the parking lot will either turn right (if traveling eastbound) or left (if traveling westbound) off of Yolanda Ave. The parking for the Applicant's employees will be on the south-side of the building. Deliveries will be made from the back of the premises in the distribution garage.

The number of incoming and outgoing automobile trips generated by the project was estimated using the Institute of Transportation Engineers Trip Generation Manual (9th Edition). Currently, the Premises is used for warehouse space and would fit within the General Light Industrial (110) category which generates an average of 14 trips per day. The Applicant anticipates an average of five trips daily. As such, the Applicant's proposed use would not cause an increase in traffic to the area.

13.0 | Hours of Operation

The Applicant proposes to operate the proposed facility twenty-four hours a day, seven days a week, to ensure security on the premises. The Applicant anticipates distribution activities to take place primarily between 9:00 AM and 5:00 PM to avoid peak traffic congestion on the highways.

14.0 | Landscaping

No changes to the existing landscaping are proposed.

15.0 | Signage

No signage for the business is proposed at this time. Inside the facility, signage will be posted to comply with cannabis rules, relevant laws, and safety codes.

16.0 | Minors

The Applicant 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.

17.0 | Staffing and Local Hiring Plan

The Applicant anticipates initially hiring a limited number of employees, the three founders, who will work onsite for the proposed manufacturing as well as for distribution and administrative activities. Over time, the Applicant will increase staffing to meet the demands and will likely hire two to three people for manufacturing, four to seven people for distribution, and two people for administrative support. The employees will likely be fulltime and will work staggered shifts to accommodate production flows. The Applicant plans to consider residency when making hiring decisions, will promote the job posting locally, and all employees will be over 21 years of age.

All staff will receive thorough training on workplace safety operations, track and trace, and security protocols. In addition to state licensing requirements related to staffing, the Applicant will follow all applicable labor and employment laws.


18.0 | Community Benefits

1. Economic growth for local community. We are working with local companies, architects, contractors, electricians, HVAC companies, and fire suppressions engineers. Additionally, we hope to partner with local food companies in the future.

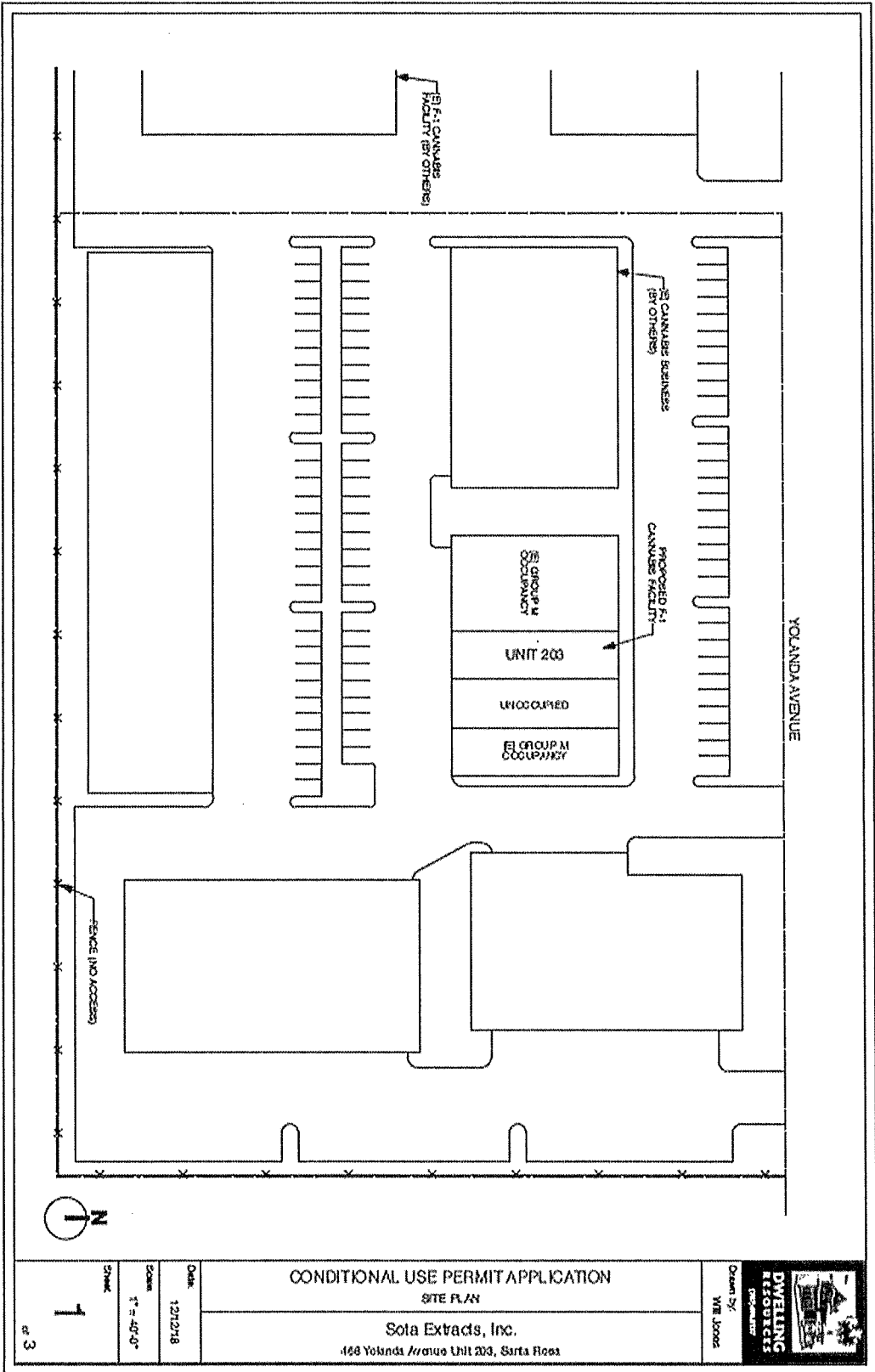
2. Our benefit corporation status and mission to 'giving back'— we believe in donating 5% of our profits to organizations fighting to solve issues affecting our community.
 - a. Our major concern is with fire relief – supporting organizations that provide food, supplies, and hope to fire victims.
3. As engineers, safety is our number one priority. We will ensure all steps are taken to properly operate the business and have layers of protection set in place to prevent incidents.
4. We are committed to not advertising to minors. We believe people under age should not use cannabis for recreational purposes because the effects on neurological development are not fully understood.
5. We believe values are integral to business and we want to shape this industry with our ethics.
6. We believe in the importance of education and are committed to educating people on the benefits and detriments of cannabis use. To fulfill this mission, we will (1) champion responsible consumption and (2) provide access to scientific articles and other educational resources related to cannabis consumption on our website.
7. We believe in providing meaningful jobs to employees that pay well and share equity.
8. Santa Rosa is our home now – we want our company to enhance our city, not detract from it. We are cognizant of how our business decisions impact the community and we carefully think about the people and businesses in the area in all our decisions.
9. Tax dollars stay within the local community.
10. Founders believe in the mission of this organization and will be personally involved.

Appendices

A.1 | Business Entity Document

	State of California Secretary of State Statement of Information (Domestic Stock and Agricultural Cooperative Corporations) FEES (Filing and Disclosure): \$25.00. If this is an amendment, see instructions. IMPORTANT – READ INSTRUCTIONS BEFORE COMPLETING THIS FORM	S	FY85499 FILED In the office of the Secretary of State of the State of California AUG-17 2018
1. CORPORATE NAME SOTA EXTRACTS INC			This Space for Filing Use Only
2. CALIFORNIA CORPORATE NUMBER C4172475			
No Change Statement (Not applicable if agent address of record is a P.O. Box address. See Instructions.) 3. If there have been any changes to the information contained in the last Statement of Information filed with the California Secretary of State, or no statement of information has been previously filed, this form must be completed in its entirety. <input type="checkbox"/> If there has been no change in any of the information contained in the last Statement of Information filed with the California Secretary of State, check the box and proceed to Item 17.			
Complete Addresses for the Following (Do not abbreviate the name of the city. Items 4 and 5 cannot be P.O. Boxes.)			
4. STREET ADDRESS OF PRINCIPAL EXECUTIVE OFFICE		CITY	STATE
35 BLAIR AVENUE, PIEDMONT, CA 94611			
5. STREET ADDRESS OF PRINCIPAL BUSINESS OFFICE IN CALIFORNIA, IF ANY		CITY	STATE
35 BLAIR AVENUE, PIEDMONT, CA 94611			
6. MAILING ADDRESS OF CORPORATION IF DIFFERENT THAN ITEM 4		CITY	STATE
Names and Complete Addresses of the Following Officers (The corporation must list these three officers. A comparable title for the specific officer may be added; however, the preprinted titles on this form must not be altered.)			
7. CHIEF EXECUTIVE OFFICER	ADDRESS	CITY	STATE
MALCOLM DAVID SMITH	4897 E LAKE HARRIET PKWY, MINNEAPOLIS, MN 55419		
8. SECRETARY	ADDRESS	CITY	STATE
NICK VOLKENANT	830 6TH AVE SE, APT 2, MINNEAPOLIS, MN 55369		
9. CHIEF FINANCIAL OFFICER	ADDRESS	CITY	STATE
TRAVIS VARNNESS	1063 13TH AVE SE, MINNEAPOLIS, MN 55414		
Names and Complete Addresses of All Directors, Including Directors Who are Also Officers (The corporation must have at least one director. Attach additional pages, if necessary.)			
10. NAME	ADDRESS	CITY	STATE
TRAVIS VARNNESS	1063 13TH AVE SE, MINNEAPOLIS, MN 55414		
11. NAME	ADDRESS	CITY	STATE
MALCOLM SMITH	4897 E LAKE HARRIET PKWY, MINNEAPOLIS, MN 55419		
12. NAME	ADDRESS	CITY	STATE
NICK VOLKENANT	830 6TH AVE SE, APT 2, MINNEAPOLIS, MN 55369		
13. NUMBER OF VACANCIES ON THE BOARD OF DIRECTORS, IF ANY			
Agent for Service of Process If the agent is an individual, the agent must reside in California and Item 15 must be completed with a California street address, a P.O. Box address is not acceptable. If the agent is another corporation, the agent must have on file with the California Secretary of State a certificate pursuant to California Corporations Code section 1505 and Item 15 must be left blank.			
14. NAME OF AGENT FOR SERVICE OF PROCESS			
MAL PACHECO			
15. STREET ADDRESS OF AGENT FOR SERVICE OF PROCESS IN CALIFORNIA, IF AN INDIVIDUAL		CITY	STATE
35 BLAIR AVENUE, PIEDMONT, CA 94611			
Type of Business			
16. DESCRIBE THE TYPE OF BUSINESS OF THE CORPORATION			
MANUFACTURING CANNABIS			
17. BY SUBMITTING THIS STATEMENT OF INFORMATION TO THE CALIFORNIA SECRETARY OF STATE, THE CORPORATION CERTIFIES THE INFORMATION CONTAINED HEREIN, INCLUDING ANY ATTACHMENTS, IS TRUE AND CORRECT.			
08/17/2018	MALCOLM SMITH	CEO	
DATE	TYPE/PRINT NAME OF PERSON COMPLETING FORM	TITLE	SIGNATURE
08/17/2018	MALCOLM SMITH	CEO	
Page 1 of 1		APPROVED BY SECRETARY OF STATE	

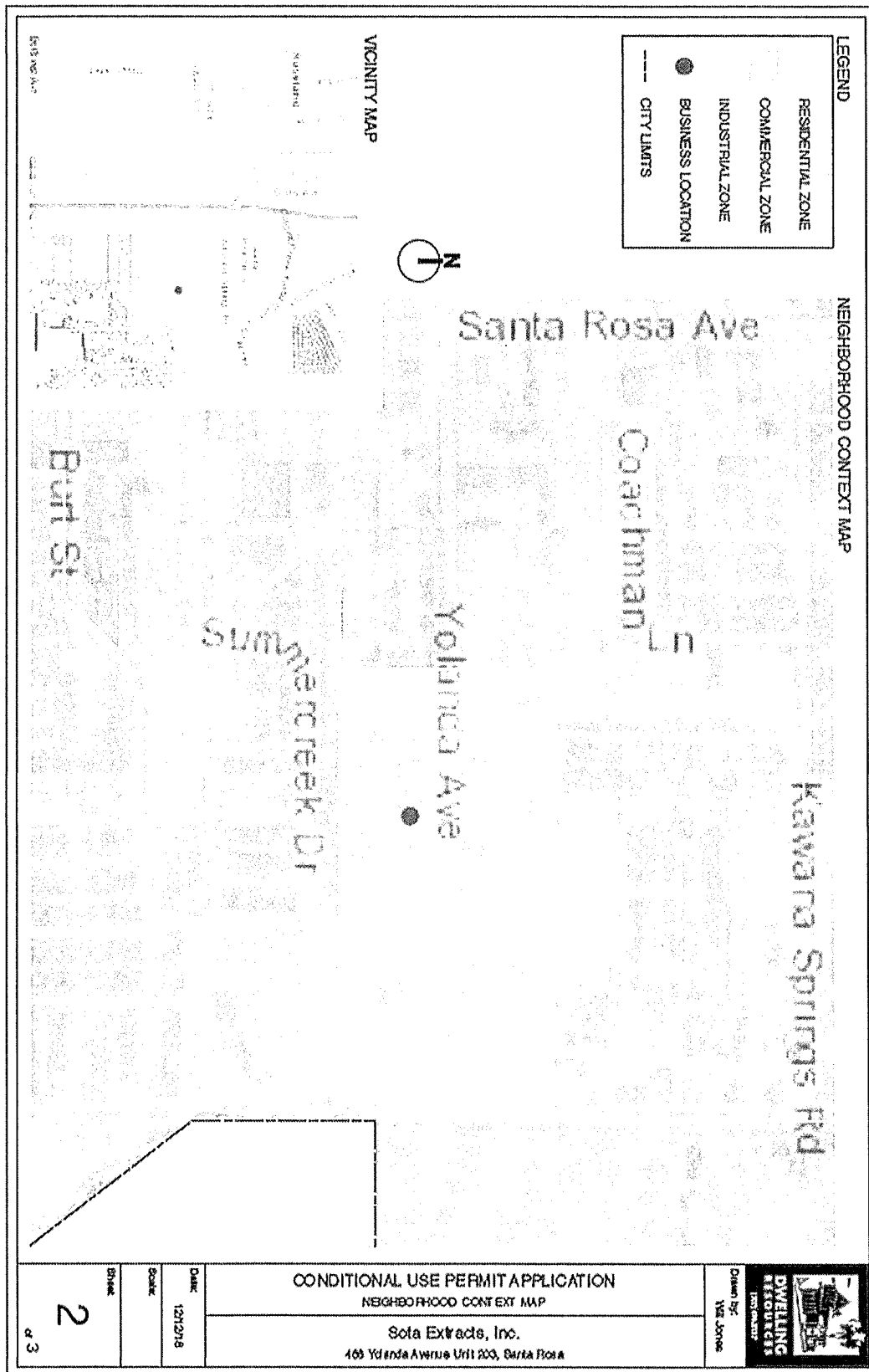
A.2 | Site Plan



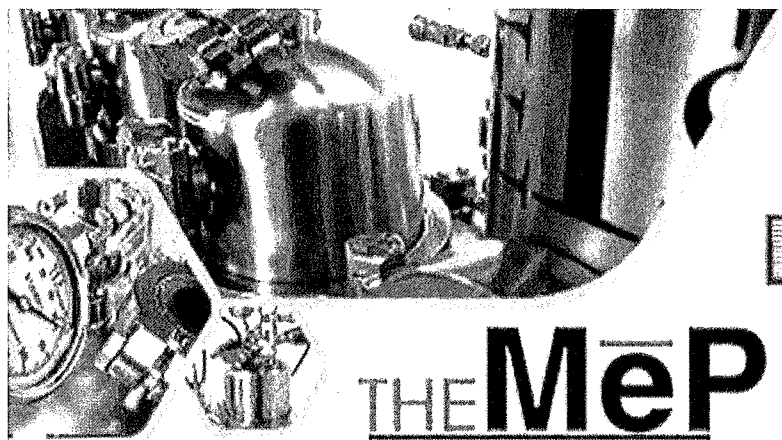
A.3 | Floor Plans

[illegible]

A.4 | Neighborhood Context Map and Vicinity Map with North Arrow



A.5 | Proposed Extraction Equipment Specifications



THE MeP

Modular Extraction Platform

Reasoning Behind the Strongpoint

The Modular Extraction Platform™ (MeP™) is the industry's leading closed-loop solution for modern high-capacity extraction operations. Offering from 10 to 30-liters of capacity, coupled with our patented cascading design, the MeP™ processes more material using less time, space, and labor. The leader in Light Hydrocarbon Extraction Equipment has once again raised the bar and redefined efficiency for the Extraction Industry.

System Features

Capacity - The MeP™ has a material capacity of 10-30 liters with the ability to process up to 15 lbs of material per hour.

Size - Measuring 15 square feet (5'x3'), the MeP™ footprint is designed to fit your current extraction room infrastructure without the need for costly expansion.

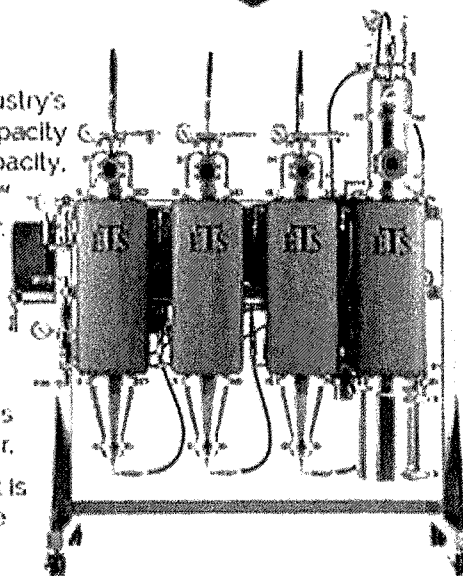
Technology - ExtractionTek's proprietary SUB-COOL Injection technology allows operators the ability to inject and recover solvent without the hassle or added time of heating and cooling the operating tank.

Versatility - The MeP™ provides the flexibility to run Propane, Butane, and blended solvents giving the operator the ability to manufacture ALL of today's popular extraction retail products.

Integrity - The MeP™ is built using steel and components manufactured and fabricated in the U.S.A. Proudly assembled in Colorado, ExtractionTek refuses to compromise on material quality.

Peer Reviewed - The MeP™ has been reviewed by third party professional engineers (Pressure Safety Inspectors LLC) and is certified for operation in all regulated markets.

Certified - The MeP™ meets or exceeds all industry listed standards for: ASME Section VIII, IFC, NFPA 58, 3-A Sanitary Standard, Class 1 Division 1, and UL21.



PN US 0,000,100 B2

ExtractionTek™ Solutions LLC.
2751 W. Oxford Ave. Unit 4 • Englewood, CO 80110



CONTACT US TODAY
Sales @ ExtractionTek.com • 720.515.9254

THE MeP

Modular Extraction Platform

Chiller (Included)

Model TAEvo M	
Tons	.99
Btu/h	11,904
Low Temp	20 F
Main Power	230/1/60
Amps	20
Tank Volume gal	6.1
Length	26 in
Width	23 in
Height	32 in
Weight	150 lb

Hot Water Recirculator x2 (Included)

Julabo Corio CD-BC4 (UL)	
Power (VAC)	220
Amps	11
Watts	2000
Width	6"
Depth	6"
Length	6"

Recovery Pump (Included)

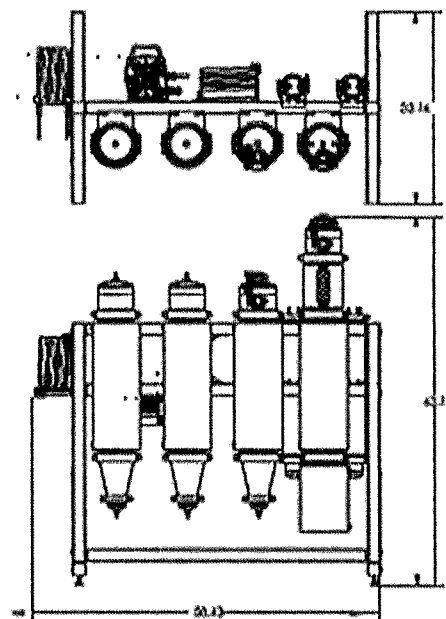
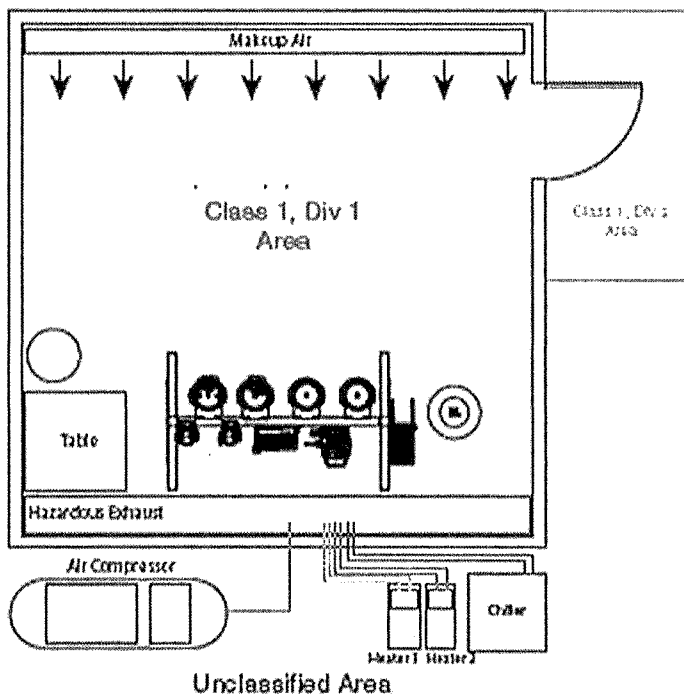
Haskel ext-420-2	
Compressed air source capable of providing approximately 25 CFM of air at 90 psi.	

Industrial Screw Compressor (not included)

Standard Power Requirements			
7.5 HP (shop tek)	26.5 amper	230/3/40	3 phase 115 volt 200k
10 HP (shop tek)	35.5 amper	230/3/30	3 phase 115 volt 200k
15 HP (shop tek)	63.5 amper	230/3/60	3 phase 115 volt 200k
20 HP (shop tek)	80.1 amper	230/3/100	3 phase 115 volt 200k

*This chart reflects all compression from 5 to 100 psi. Every compressor manufacturer is different, so consult with manufacturer using a different brand.

Basic Extraction Room Setup



PN: US 0,303,180 B2

ExtractionTek™ Solutions LLC.
2751 W. Oxford Ave. Unit 4 • Englewood, CO 80110

CONTACT US TODAY
Sales@ExtractionTek.com • 720.615.8264

HHL

MODEL 85U

CLASS 1, DIVISION 1 GROUP D EXTRACTION BOOTH



EXTRACTION

DIMENSIONS

INTERIOR SF	85 FT ²
EXTERIOR DIMENSIONS	10'0" W x 10'3" L x 8'5" H
INTERIOR DIMENSIONS	9'9" W x 8'9" L x 8'2" H
DOOR DIMENSIONS	3'0" W x 7'0" H
MAX HEIGHT W/ FAN	9'8" H

CONSTRUCTION

PANELS (37)	18-ga powder coated steel Meets NFPA 33 (2018) 5.3.2 construction requirements. Note: These panels do not have a fire rating.
DOOR (1)	90-min. fire-rated, 18-ga steel LHR door with 7'-22" window & panic bar.
ANCHORS (51)	T Drop Anchors (460lbs Pullout, 490lbs Shear, estimated at 25% of ultimate value, 3 Anchors per panel)
UTILITY PENETRATIONS	(2) 3/4" (2) 1/8" (3) 3/8" (2) 1 3/4" penetrations with fire-rated hole seal. (All penetrations shall be sealed in accordance with the NEC.)

ELECTRICAL

ELECTRICAL SUPPLY	(1) 20-amp 208VAC, 60Hz, 1 PH circuit. (Circuit should exclusively provide power for booth. All system components are powered by Control Panel)
FULL LOAD AMPERAGE	FLA @ Purge Air Flow Rate: 15 amps, FLA @ Base Air Flow Rate: 8 amps.
CONTROL PANEL (1)	UL-listed, UL 508A, (2) 1 to 3 Phase Variable Speed Drive, Micro PLC. Control Panel outputs can be connected to HVAC control systems and building fire control panels as required by your AHJ.
CONTROL SETTINGS (3)	Off / Fan On / Fan and Lights On
GAS SENSOR (1)	UL Listed Infrared, Class 1, Division 1 explosion-proof sensor
LIGHT FIXTURES (1)	UL Listed 2-tube, Class 1, Division 1, Ceiling drop mount
EMERGENCY LIGHT (1)	UL Listed Infrared, Class 1, Division 1, Ceiling mount, CFL IZO-277V
CONDUIT & FITTINGS	All hazardous location electrical conduit and sealing fittings for the booth components are provided. Conduit runs from the control panel to booth penetrations are provided by customer and can be of EMT construction.

HHL
EXTRACTION

Extraction Technology Ltd., Golden, CO 80403, 720-504-4726
Email: Email@ExtractionBooth.com
HHL Extraction Technology Ltd. reserves the right to modify or change any of the technical features mentioned in this brochure. ©2016

VENTILATION

HVAC HARDWARE	(2) 12" Explosion-proof fan package, (Fans, motors, pulleys, and belts)
AIR FLOW RATES (2 Speeds)	Min. Base Air Flow Rate: 500 CFM, Min. Purge Air Flow Rate: 1500 CFM (Minimum flow rates ensure exhaust concentrations never exceed 25% LEL of flammable solvents)
PLENUM DESIGN	Supply and exhaust designed to place greatest amount of air movement near floor surface and working surfaces. (At Purge Air Flow Rate, the bottom 12" cross-section of the booth tests at over 100 linear feet per minute.)

ALARMS

LIGHT ALARM (1)	Amber, rated for Class 1, Division 2 hazardous locations
SOUND ALARM (1)	24V DC, 109 Db @ 1m, rated for unclassified locations
ALARM SET POINTS (2)	Base Air Flow Rate up to 10% of Lower Explosive Limit Amber Light Alarm + Purge Air Flow Rate at 10% of LEL Amber Light Alarm + Purge Air Flow Rate + Sound Alarm at 25% of LEL

OTHER

FIRE SUPPRESSION	Available upon request at an additional price. Any Fire Suppression Systems installed on the HHL Extraction Booth must be an automatic stand-alone unit, listed for use in hazardous locations, or an automatic sprinkler system from the building.
ODOR MITIGATION	Not included
INSTALLATION AND ASSEMBLY	HHL Extraction does not provide installation. A licensed electrician is required to connect the booth to the building power supply and connect control panel to booth components. HHL Extraction recommends using a mechanical engineer to design ducting connected to a HHL Extraction Booth.

COMPLIANCE

UL CERTIFICATION	Booth System certified by UL category code QM-CV, File # E47776
ENGINEERING PEER REVIEW	Peer Reviewed by Pressure Safety Inspector (PSI) licensed in AZ, CA, CO, FL, HI, IL, IN, MD, ME, MI, NY, OH, OR, PA, WA
DESIGNED CODE COMPLIANCE	The HHL Extraction Booth is designed to comply with applicable codes in NFPA 1 (2018), NFPA 30 (2018), NFPA 33 (2018), NFPA 58 (2017), NFPA 70E (2018), NFPA 91 (2015), AZ Fire Code 2016, CA Fire Code 2016, International Fire Code 2016, OR Fire Code 2014, WVA Fire Code 2015
OTHER	Computational Fluid Dynamics Analysis Report available for submittal to AHJ. Seismic Calculations and Structural Analysis Report available for submittal to AHJ.

A.7 | Air Quality and Odor Control System Specifications

Purpose

Implement and maintain systems to effectively minimize transmission of odor between the premises and surrounding areas caused by normal business practices. If odors are detected outside the facility this plan shall serve as a guideline to provide corrective action.

We believe in good communication and transparency with the community. This mitigation plan and all associated records will be available to the public for review and documents can be requested at our facility. All requests for documentation shall occur via written request (email is acceptable).

Scope

Exterior of facility and surrounding areas.

General Procedures

The handling of cannabis product will require an odor control system to mitigate the release of odors to the surrounding properties and community. The Applicant shall supervise installment and maintenance of the air treatment system to ensure there is no off-site odor of cannabis overly detectable from adjacent properties or the community. The air treatment systems will consist of carbon filtration on the exhaust ventilation system and negatively pressurizing the facility in relation to the exterior ambient condition.

Staff members will immediately report an odor problem to management, who will take corrective action, implement upgrades to the system or facility, or to the internal handling process of products within the facility to further deter odors. If such upgrades require the approval of any Agency Having Jurisdiction (AHJ), the Applicant shall seek and gain such approval prior to implementing new systems and procedures.

Active Measures and System Design

All cannabis products will be securely stored onsite in ventilated areas. A carbon filter will be installed on the exhaust of the extraction lab which will draw air from within the facility to mitigate odors which may emanate from the processing of cannabis product.

The facility shall have no operable windows and all doors shall be sealed with proper weather stripping to prevent unfiltered air escaping the facility. The facility will be kept under negative pressure by the exhaust system. The exhaust discharge will be designed with a high velocity outlet to eject the exhaust up and away from any neighbors or pedestrian traffic. The minimum base air flow rate will be 500 cubic feet per minute (CFM) and will have a purge flow rate of 1500 CFM.

On site usage of cannabis products is strictly forbidden while on the property. This will assist in mitigating odors to the surrounding neighbors.

Staff Training

All Employees shall be trained on how to detect, prevent, and remediate odor outside our facility and all corrective options outlined herein.

Air System Design

Monitoring

The supervisor shall assess the on-site and off-site odors daily for the potential release of odors. The supervisor on duty shall be responsible for assessing and documenting odor impact daily. The closest adjacent businesses include:

1. Fire Safety Supply, Inc. 468 Yolanda Ave, Suite 201, Santa Rosa; 95404
2. Hensley's Auto. 468 Yolanda Ave, Santa Rosa; 95404
3. NKM. 468 Yolanda Ave, Suite 305, Santa Rosa; 95404
4. Anderson Soren. 468 Yolanda Ave, Suite 20, Santa Rosa; 95404
5. Marlo's RV Service. 467 Yolanda Ave, Santa Rosa; 95404

Mitigation

Should objectionable off-site cannabis odors be detected by the public and the Applicant is notified in writing, the following protocols will take place immediately:

1. Investigate the likely source of the odor.
2. Utilize onsite management practices to resolve the odor event.
3. Take steps to reduce the sources of objectionable odors.
4. Determine if the odor traveled off-site by surveying the perimeter and making observations of existing wind patterns.
5. Document the event for further operational review.

If employees are not able to take steps to reduce the odor-generating source, they will immediately notify the supervisor. All communication shall be documented, and the team shall create a proper solution. If necessary, the Applicant will retain a certified engineer to review the problem and make recommendations for corrective action(s).

Documentation

The odor detection form shall be provided to those who suspect objectionable odors emanating from inside the facility and will be available onsite per request. The Applicant shall maintain records of all odor detection notifications and/or complaints and will include the remediation measures employed. The records shall be made available to the AHJ or the general public on written request.

Odor Detection Form

Reporting Party

Name of reporting party:

Phone Number:

Email Address:

Date (of odor detection):

Time (of odor detection):

Location of Odor

Weather Conditions

Date/Time of submittal:

Notification Method (circle one)

Email

Online

In person

Administrative Use Only

Mitigation Response Taken:

Date/Time Measures Employed:

Signature

Date

Time
