



3 June, 2020

Planning Board Members, Kris McNeill, Christine Landes
6 Church Street, Gardiner, ME 04345

Proposed Adult-Use Retail Marijuana Store at 35 Bridge Street, Gardiner ME

Planning Board Members, City Manager and CEO:

It is with sincere enthusiasm and passion that Herbal Pathways, LLC expresses interest in opening and Adult Use Marijuana Retail Store located at 35 Bridge Street in your city of Gardiner ME. Herbal Pathways is a Maine husband and wife-owned business created to establish and operate Adult-Use Establishments in the State of Maine. Due to our experience, strong guiding values, and owner-operator approach to business, we will always perform and abide by all City and State rules and laws pertaining to the sale of adult use marijuana. The location will always be neat and presentable from the outside to the end side. Being located at this location will help increase business at the other businesses near it.

Our proposed location at 35 Bridge Street, Gardiner will have minimal infrastructure impact.

What Makes Us Different

Owner-Operators

Herbal Pathways has a mission to change adult use marijuana industry and succeed as one of the few husband and wife cannabis groups in the State. As owners we have direct and extensive experience in the East Coast Marijuana Industry and are passionate about the mission, vision, and values of the company. Herbal Pathways owners will be more than just names on an application; our organization is predicated on an owner-operator business model.

Herbal Pathways executive team will have a direct and active role in business operations at our Gardiner facility. We will represent ourselves at City meetings and throughout the application process, maintain a presence in the local community, and ensure that we are seen by customers in our Gardiner facility.

Triple Bottom Line

Herbal Pathways mission extends far beyond succeeding as one of the few husband, wife adult use marijuana companies. We recognize our responsibility to lead by example in all that we do. As such, we have created a business model that ensures we will own and operate an organization



that enhances the quality of life for our customers, community, and the planet. Our triple-bottom-line approach to business ensures we exercise best practices above and beyond what is required of an organization.

Great Neighbors in Your Community

Herbal Pathways will pay employees a living wage starting at \$16 to \$20 per hour. Further, we will offer preferential hiring to local community members and give preference to local suppliers to provide infrastructure and services to our business.

Herbal Pathways will use community feedback, coupled with our open line of communication with the City, will allow us to uphold a reputation as a charitable, involved, and respected business in Gardiner.

Herbal Pathways will ensure a symbiotic relationship with Gardiner by being a responsible and participative neighbor and community member.

Herbal Pathways is a fully-funded operator with the capital and resources in place to get our proposed Gardiner facility operational in a timely and efficient manner.

We sincerely thank you for your time and consideration. We hope to become a valuable member and partner with Gardiner as well as a resource and asset to the community.

Ken Crowley Owner, CEO
603-340-6539 kendebbie4@comcast.net

Debbie Crowley Owner, COO
603-340-5016 kendebbie4@comcast.net



City of Gardiner
Planning Board Review Application

Project Name: Herbal Pathways LLC Project Cost: _____
Date of submission: June 15, 2020 Received by: _____ Fees: \$125.00

A complete written description of the proposed project including all other local, state and federal permits required for the project.

Herbal Pathways is looking to open an Adult Use Marijuana Retail Store at 35 Bridge Street. Herbal Pathways holds a Conditional Adult Use Marijuana Retail Store License issued by the Maine Office of Marijuana Policy.

Anticipated beginning/completion dates of construction: July 20, 2020 / Aug. 10, 2020

1. General Information: (6.3.2)

Name of Property Owner: Cobbossee Leasing LLC
Address: 511 Litchfield Road, Farmingdale, ME 04344
Phone/Fax No: _____

Applicant/Agent Name: Ken Crowley
Address: 472 River Road, Lebanon, ME 04027
Phone/Fax No 603-340-6539

Design Professional(s)/Contractor(s): Surveyor Engineer Architect Contractor

Name: Herbal Pathways will supply the planning board and/ or CEO with the contractor's name and address within 7 days of approval. Herbal Pathways likes to give preference to local contractors first, but until we know if approved, we have not solicited any local contractors.

Address: _____
Phone/Fax No _____

Name: _____
Address: _____
Phone/Fax No _____

Name: _____

Address: _____

Phone/Fax No _____

Signature: _____ Date: _____

2. Property Information: (6.3.2)

- * Property Location: 35 Bridge Street City Tax Map(s) 37 Lot(s) 102
- * Deed Ref: Book 6973 Page 6 Zoning District(s): 17
- * Copy of the tax map showing the property and surrounding location. **Attached**
- * Verification of the applicant's right, title, and interest in the property. **Attached**

Herbal Pathways has also attached copies of letter sent to abutters, Copy of Abutters List which also has the certified letter numbers written under mailing address, The City of Gardiner Letter sent to abutters, Letter that will be posted in Kennebec Journal not more than 14 days and not less than 7 days prior to the Meeting on July 14, 2020, Property Card for 35 Bridge Street and Map ID 307/ 102.

3. Development Information: (6.3.2.7)

One or more site maps drawn to scale showing the following:

a.) The existing conditions on the property including: (6.3.2.7.1)

1. The property boundaries; **Tax Map Attached**
2. The zoning district and zoning district boundaries if the property is located in more than one zone; **N/A**
3. The location of required setbacks, buffers and other restrictions: **See attached Thayer Engineering Site Plan Project # 030130**
4. The location of any easements or rights-of-way; **R/W is shown on tax map**
5. The locations of existing structures and other existing improvements on the property including a description of the current use of the property; **There is a Dunkin Donuts, Subway and a Meat Store in the same building. Herbal Pathways will be occupying a unit in the same building consisting of 1900 SF.**
6. The locations of existing utilities on and adjacent to the property including sewers, water mains, stormwater facilities, gas mains, and electric and other telecommunication facilities; **Sewer Line, water mains, electrical Etc. run along stream side of property. See attached Theyer Engineering Site Plan Project # 030130**
7. The location of the nearest source of a fire protection water supply (hydrant, fire pond, etc.) **There is a water supply at corner of building by Dunkin Donuts. Building has a sprinkler system.**

8. The general topography of the property indicating the general slope of the land and drainage patterns. The CEO and/or Planning Board may require a topographic survey of all or a portion of the property for projects involving the construction of new or expanded structures or site modifications.

See attached Thayer Engineering Site Plan Project # 030130

9. The location, type and extent of any natural resources on the property including wetlands, vernal pools, floodplains, waterbodies, significant wildlife habitats, rare or endangered plants or animals, or similar resources; and

See attached Thayer Engineering Site Plan Project # 030130

10. The location and type of any identified historic or archeological resource on the property. **N/A**

b.) The proposed development activity for which approval is requested including: (6.3.2.7.2)

1. The estimated demand for water supply and sewage disposal together with the proposed location and provisions for water supply and wastewater disposal including evidence of soil suitability if on-site sewage disposal is proposed; **There will be 4 to 6 employees and no public bathrooms**
2. The direction of proposed surface water drainage across the site and from the site together with the proposed location of all stormwater facilities and evidence of their adequacy; **See attached Thayer Engineering Site Plan Project # 030130**
3. The location, dimensions, and ground floor elevations of all proposed buildings and structures including expansions or modifications to existing buildings that change the footprint of the building; **No modifications will be made to the outside building so nothing will change the footprint of the building. The footprint of the building can be found attached.**
4. The location, dimensions and materials to be used in the construction of drives, parking areas, sidewalks and similar facilities; **N/A**
5. The proposed flow of vehicular and pedestrian traffic into and through the property; **There are two entrances and exits, one each on Bridge Street and Main Ave can be seen on the Tax Map attached.**
6. The location and details for any signs proposed to be install or altered; **Business sign will be added to the existing pylon sign at south end of property.**
7. The location and details for any exterior lighting proposed to be installed or altered; **Lights for after hours will be motion lights, other than that will be basic lighting at entrance.**
8. Provisions for landscaping and buffering; and **N/A**
9. Any other information necessary to demonstrate compliance with the review criteria or other standards of the Land Use Ordinance. **The property has been in the downtown business district for approximately 50 years.**

c.) Evidence that the applicant has or can obtain all required permits necessary for the proposal. (6.3.2.8) **Attached are copies of my conditional adult use marijuana retail license along with Local Authorization Form from the Maine Office of Marijuana Policy to be signed by Gardiner if approved.**

Additional Information Required: (6.3.3)

Building and structure drawings showing the footprint, height, front, side and rear profiles and all design features necessary to show compliance with this Ordinance; **Drawing showing what the unit looks like now and what it will look like when opened as a adult use marijuana retail store.**

An estimate of the peak hour and average daily traffic to be generated by the project and evidence that the additional traffic can be safely accommodated on the adjacent streets; **Will likely be the same traffic coming to Dunkin Donuts, Subway or the Meat Store. The average Customer will spend about the same amount of time as at Dunkin Donuts or at a convenience/ gas station about 7 to 10 minutes.**

An erosion and sedimentation control plan; and

A stormwater management plan demonstrating how any increased runoff from the site will be handled if the project requires a stormwater permit from the Maine Department of Environmental Protection or if the Planning Board determines that such information is necessary based on the scale of the project and the existing conditions in the vicinity of the project. (6.3.3.4)

N/A

Survey Requirements (6.3.5)

The Code Enforcement Officer or the Planning Board may require the applicant to submit a survey of the perimeter of the tract, giving complete descriptive data by bearing and distances, made and certified by a Registered Land Surveyor. The survey may be required for the construction of new structures or any construction proposed on a undeveloped parcel or tract of land, whenever the Code Enforcement Officer or the Planning Board finds that a survey is necessary to show compliance with the requirements of this Ordinance due to the size of the lot, location of the lot or the placement of existing or proposed structures on the lot or neighboring properties. **See attached Thayer Engineering Site Plan Project # 030130**

Additional Studies (6.3.6)

The Code Enforcement Officer or the Planning Board may require the applicant to perform additional studies or may hire a consultant to review the application or portions thereof. The cost to perform additional studies or hire a consultant shall be borne by the applicant.

4. Review Criteria (6.5.1)

An applicant shall demonstrate that the proposed use or uses meet the review criteria listed below for the type of application. The Code Enforcement Officer and/or the Planning Board shall approve an application unless one or the other of them makes a written finding that one or more of the following criteria have not been met.

6.5.1.1 The application is complete and the review fee has been paid.

12 Copies of the application and all relative documents have been handed in with the fee of \$125.000

6.5.1.2 The proposal conforms to all the applicable provisions of this Ordinance.

Herbal Pathways believes it has shown that it meets and conforms to all provisions of this ordinance.

6.5.1.3 The proposed activity will not result in water pollution, erosion or sedimentation to water bodies.

Herbal Pathways business and activity that is associated with Adult Use Marijuana Store will not result in any water pollution, erosion or sedimentation to water bodies.

6.5.1.4 The proposal will provide for the adequate disposal of all wastewater and solid waste.

Herbal Pathways has one bathroom located in its leased unit. Which will be adequate to accommodate its employees. Herbal Pathways will not produce any other wastewater or solid waste at its store. Bathroom is for employees only.

6.5.1.5 The proposal will not have an adverse impact upon wildlife habitat, unique natural areas, shoreline access or visual quality, scenic areas and archeological and historic resources.

Herbal Pathways believes since other like businesses are located within the same building that Herbal Pathways business will have no adverse impact related to 6.5.1.5

6.5.1.6 The proposal will not have an adverse impact upon waterbodies and wetlands.

Herbal Pathways believes since other like businesses are located within the same building that Herbal Pathways business will have no adverse impact upon waterbodies and wetlands

6.5.1.7 The proposal will provide for adequate storm water management.

Herbal Pathways will be just asking for a change of use and believes the property has shown to have adequate storm water management.

6.5.1.8 The proposal will conform to all applicable Shoreland Zoning requirements.

Herbal Pathways will conform to Shoreland Zoning if found to be in shoreland zoning. But Herbal Pathways has no intention to discharge or encroach upon any wetland or shoreland.

6.5.1.9 The proposal will conform to all applicable Floodplain Management requirements.

N/A

6.5.1.10 The proposal will have sufficient water available to meet the needs of the development.

The existing water connections within the unit will be sufficient to meet Herbal Pathways employee needs

6.5.1.11 The proposal will not adversely affect groundwater quality or quantity.

Since Herbal Pathways will not be discharging anything other than waste water from bathroom toilet and sink to the sewer system, it will not have any affect on groundwater quality or quantity

6.5.1.12 The proposal will provide for safe and adequate vehicle and pedestrian circulation in the development.

There are numerous entrances and exits, and parking lot is stripped, and room for pedestrians to walk to and from businesses to their vehicles.

6.5.1.13 The proposal will not result in a reduction of the quality of any municipal service due to an inability to serve the needs of the development.

Nothing from Herbal Pathways business will be done to the outside of the building, so there will be no reduction of the quality of any municipal services needing to be performed

6.5.1.14 The applicant has the adequate financial and technical capacity to meet the provisions of this Ordinance.

Herbal Pathways is financial capable to open and operate its business at 35 Bridge Street. Owner Ken Crowley has the technical knowledge to operate adult use marijuana businesses.

Tax Map



MEMORANDUM OF LEASE AGREEMENT

This Memorandum of Lease Agreement (the Memorandum") is entered into effective this 10th day of June, 2020 by and between **Herbal Pathways, LLC**, a Maine limited liability company with a mailing address of 472 River Road, Lebanon, Maine (hereinafter referred to as "Lessee") and **Cobbossee Leasing, LLC** ("Lessor").

Recitals

Lessee and Lessor have entered into a Lease Agreement dated as of June 10, 2020, (the "Lease") pursuant to which Lessor has rented to Lessee Suite 2, 35 Bridge Street, Gardiner, Maine composed of approximately 1,900 square feet in the western portion of its property at 35 Bridge Street, Gardiner, Maine (hereafter referred to as "leasehold property").

Lessor and Lessee desire to execute this Memorandum.

NOW, THEREFORE, in consideration of the rents and covenants provided in the Lease to be paid and performed by the Lessee, the Lessor does hereby demise and let unto the Lessee the leasehold property on the terms, and subject to the conditions set forth in the Lease, which are the following:

Commercial space located at 35 Bridge Street, Gardiner, Maine, consisting of approximately one thousand, nine hundred, (1,900) square feet located in the west side of the building, otherwise known as Suite 2 for the operation of an Adult Use Marijuana store in compliance with all State and local laws and ordinances.

TERM

The initial term of the Lease shall be for a period of 5 years and the term of this lease shall commence on June 10, 2020 and continue until May 31, 2025. Lessee shall have a right to renew the lease period upon 60 days notice to Lessor for two additional terms of 5 years each

NONTRANSFERABILITY

Lessee may not assign or sublease its rights in and to this lease or the leasehold property without the prior written consent of Lessor, said consent to be at Lessor's sole determination.

1

^{DS}
KC

^{DS}
JSBJ

RESTRICTIONS ON USE

Lessee shall not use or permit the premises, or any part thereof, to be used for any purposes other than for the operation of the Lessee's adult use retail marijuana store. Lessee shall neither permit on the premises any act, sale, or storage that may be prohibited under standard forms of fire insurance policies, nor use the premises for any such purpose. Lessee shall not permit and shall take reasonable actions to prevent the use or consumption of marijuana on any of Lessor's leasehold property at Bridge Street, Gardiner. In addition, no use shall be made or permitted to be made that shall result in waste on the premises. Lessee shall comply with all **State of Maine** governmental regulations and statutes affecting the premises either now or in the future. Lessee shall also comply with any rules and regulations attached to this lease and made a part hereof.

SIGNS

No signs, advertisement or notice shall be inscribed, painted or affixed to any part of the building or the demised premises, except with the prior approval of Lessor. Said approval will not be unreasonably withheld or delayed. All costs for such signs shall be paid by Lessee. Lessee shall ensure full compliance with State and Local rules, laws, and ordinances regarding such signs.

This Memorandum shall not be recorded.

IN WITNESS WHEREOF, the parties have executed this Memorandum effective the 10th day of June, 2020.

DocuSigned by:
John S. Bobrowiecki Jr. 6/11/2020
DF754F950C97485

Cobbosssee Leasing, LLC, Lessor
By: John S. Bobrowiecki, Jr.

Its: Member

DocuSigned by:
Ken Crowley 6/11/2020
70488680E5422

Herbal Pathways, LLC Lessee
By: Ken Crowley
Its: Owner and Chief Operating Officer

TO: Abutting property owners
FROM: Ken Crowley – Owner of Herbal Pathways LLC
SUBJECT: Planning Board Meeting /Public Hearing
Adult Use Marijuana Retail Store

I have submitted an application to the Planning Board seeking approval to open an Adult Use Marijuana Retail Store located 35 Bridge Street, Zoning Districts **17**, City Tax Map **37**. Lot **102**. The date of the meeting is July 14, 2020 at 6:00 PM via Zoom Video Conferencing. Please refer to the attached letter from the City of Gardiner for more information regarding this meeting.



200 foot Abutters List Report

Gardiner, ME
June 02, 2020

Subject Property:

Parcel Number: 037102
CAMA Number: 037102
Property Address: 35 BRIDGE ST

Mailing Address: COBBOSSEE LEASING LLC
511 LITCHFIELD RD
FARMINGDALE, ME 04344

7017 1450 0001 2547 7401

Abutters:

Parcel Number: 037001A
CAMA Number: 037001A
Property Address: 10 BRIDGE ST

Mailing Address: GARDINER CITY OF
6 CHURCH ST
GARDINER, ME 04345-2192
7018 0680 0001 1894 6229

Parcel Number: 037005
CAMA Number: 037005
Property Address: 22 BRIDGE ST

Mailing Address: JAY PROPERTIES
30 BRIDGE ST
GARDINER, ME 04345
7018 0680 0001 1894 6175

Parcel Number: 037019
CAMA Number: 037019
Property Address: 1 SUMMER ST

Mailing Address: CITY OF GARDINER
6 CHURCH ST
GARDINER, ME 04345
7018 0680 0001 1894 6168

Parcel Number: 037019A
CAMA Number: 037019A
Property Address: 2 HIGHLAND AV

Mailing Address: GARDINER CITY OF
6 CHURCH STREET
GARDINER, ME 04345
7018 0680 0001 1894 6144

Parcel Number: 037020
CAMA Number: 037020
Property Address: 12 HIGHLAND AV

Mailing Address: DINEEN DAVID F JR
345 HIGHLAND AV
GARDINER, ME 04345
7018 0680 0001 1894 6120

Parcel Number: 037042
CAMA Number: 037042
Property Address: 38 BRIDGE ST

Mailing Address: COBALT PROPERTIES LLC
CORPORATE REAL ESTATE PO BOX 868
CALAIS, ME 04619
7018 0680 0001 1894 6113

Parcel Number: 037102A
CAMA Number: 037102A
Property Address: 40 MAIN AV

Mailing Address: HANNAFORD BROS CO LLC
C/O FOOD LION LLC PO BOX 1330
SALISBURY, NC 28145-1330
7018 0680 0001 1894 6106

Parcel Number: 037103
CAMA Number: 037103
Property Address: 27 BRIDGE ST

Mailing Address: GARDINER CITY OF
6 CHURCH ST
GARDINER, ME 04345-2192
7018 0680 0001 1894 6090

Parcel Number: 037104
CAMA Number: 037104
Property Address: 23 BRIDGE ST

Mailing Address: GARDINER CITY OF
6 CHURCH STREET
GARDINER, ME 04345-2192
7018 0680 0001 1894 6083

Parcel Number: 037105
CAMA Number: 037105
Property Address: 17 BRIDGE ST

Mailing Address: STATE OF MAINE
16 STATE HOUSE STATION
AUGUSTA, ME 04333
7018 0680 0001 1894 6076



www.cai-tech.com

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200 foot Abutters List Report

Gardiner, ME
June 02, 2020

Parcel Number: 037106
CAMA Number: 037106
Property Address: 42 MAIN AV

Mailing Address: GARDINER CITY OF
6 CHURCH STREET
GARDINER, ME 04345-2192
7018 0680 0001 1894 6069

Parcel Number: 037139
CAMA Number: 037139
Property Address: 16 MAIN AV

Mailing Address: HARVEY DISTRIBUTING COMPANY
16 MAIN AV
GARDINER, ME 04345
7018 0680 0001 1894 6052

Parcel Number: 037140
CAMA Number: 037140
Property Address: 20 MAIN AV

Mailing Address: MOODY THOMAS
20 MAIN AV
GARDINER, ME 04345
7018 0680 0001 1894 6045

Parcel Number: 037143
CAMA Number: 037143
Property Address: MAIN AV

Mailing Address: HANNAFORD BROS CO LLC
C/O FOOD LION LLC PO BOX 1330
SALISBURY, NC 28145-1330
7018 0680 0001 1894 6038

Parcel Number: 037144
CAMA Number: 037144
Property Address: MAIN AV

Mailing Address: HANBRO INC
C/O FOOD LION LLC PO BOX 1330
SALISABURY, NC 28145-1330
7018 0680 0001 1894 6021

Parcel Number: 037150
CAMA Number: 037150
Property Address: 39 MAIN AV

Mailing Address: BAILEY REALTY LLC
39 MAIN AVENUE
GARDINER, ME 04345
7018 0680 0001 1894 6014

Parcel Number: 037151
CAMA Number: 037151
Property Address: 31 MAIN AV

Mailing Address: TRIPLE DEUCE LLC
95 PURINGTON AV
AUGUSTA, ME 04330
7018 0680 0001 1894 6007

Parcel Number: 037153
CAMA Number: 037153
Property Address: MAIN AV

Mailing Address: TRIPLE DEUCE LLC
95 PURINGTON AV
AUGUSTA, ME 04330
7018 0680 0001 1894 5994

Parcel Number: 037154
CAMA Number: 037154
Property Address: 19 MAIN AV

Mailing Address: CROSS WAYNE H
19 MAIN AV
GARDINER, ME 04345
7018 0680 0001 1894 6205

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April 22, 2020

Re: Gardiner Planning Board Public Hearings **Date:**

To Whom It May Concern,

The City of Gardiner is working to ensure sure we have staff available for emergencies and to minimize the economic impact of COVID-19 in Gardiner which includes managing the safety of public meetings, trying to keep projects moving and supporting businesses. You are receiving this notice because the Gardiner Planning Board intends to hold a Public Hearing on **Tuesday, July 14, 2020 at 6:00 PM via Zoom** for a project that is within 200 feet of a property that you own and we are required to notify you of the meeting. This notice is being sent to try to add opportunity for public feedback during this challenging time as explained below.

In accordance with An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency, as enacted to read: Sec. G-1 1 MRSA §403-A Public proceedings through remote access during declaration of state of emergency due to COVID-19, the meeting will be limited to staff only, while members of the Planning Board and other staff will be conferenced in and have the ability to participate. The meeting will be recorded and made available live on the city's website for public access.

We are asking that people review the materials online at <https://www.gardinermaine.com/planning-board/agenda/planning-board-agenda-6> and provide comments or concerns prior to the meeting to tdesjardins@gardinermaine.com or by calling 582-6888. Providing comments outside of the meeting will ensure the Board can consider the public comments. If you wish to participate in person, we will work with you to allow attendance virtually through Zoom Conference Services. Please RSVP of your attention so we can accommodate. Thank you for your cooperation.

Please do not hesitate to contact the CEO at kmcneill@gardinermaine.com if you have any questions about these projects. The applications will be uploaded to the website and made available to the public on the City's website at: <https://www.gardinermaine.com/planning-board/agenda/planning-board-agenda-6> no later than 3:00 pm on Monday, June 1, 2020.

Sincerely,

Tracey K. Desjardins
Director of Economic Development/Planning
tdesjardins@gardinermaine.com

City of Gardiner
Planning Board Meeting
Tuesday, July 14, 2020 @ 6:00 PM
Via Video Conference ZOOM

Public Hearing for Site Plan Review

Herbal Pathways LLC., plans to lease 1900 SF at 35 Bridge Street and open an Adult Use Marijuana Retail Store. City Tax Map 37, Lot 102, Deed Ref. Book 6973 page 6 and located in zoning district 17.

In accordance with An Act To Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the COVID-19 Public Health Emergency, as enacted to read: Sec. G-11 MRSA §403-A Public proceedings through remote access during declaration of state of emergency due to COVID-19, the meeting will be limited to staff only, while members of the Planning Board and other staff will be conferenced in and have the ability to participate. The meeting will be recorded and made available live on the city's website for public access.

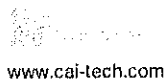
We are asking that people review the materials online at <https://www.gardinermaine.com/planning-board/agenda/planning-board-agenda-6> and provide comments or concerns prior to the meeting to tdesjardins@gardinermaine.com or by calling **582-6888**. Providing comments outside of the meeting will ensure the Board can consider the public comments. If you wish to participate in person, we will work with you to allow attendance virtually through Zoom Conference Services. Please RSVP of your attention so we can accommodate.

Property Card: 35 BRIDGE ST
 City of Gardiner, ME



Parcel Information	
Parcel ID: 037102 Vision ID: 2256 Owner: COBBOSSEE LEASING LLC Co-Owner: Mailing Address: 511 LITCHFIELD RD FARMINGDALE, ME 04344	Map: 037 Lot: 102 Use Description: COMM BLDG Zone: 17 Land Area in Acres: 2
Sale History	Assessed Value
Book/Page: 6973/ 6 Sale Date: 7/2/2002 Sale Price: \$331,000	Land: \$80,300 Buildings: \$463,900 Extra Bldg Features: \$13,400 Outbuildings: \$32,600 Total: \$590,200

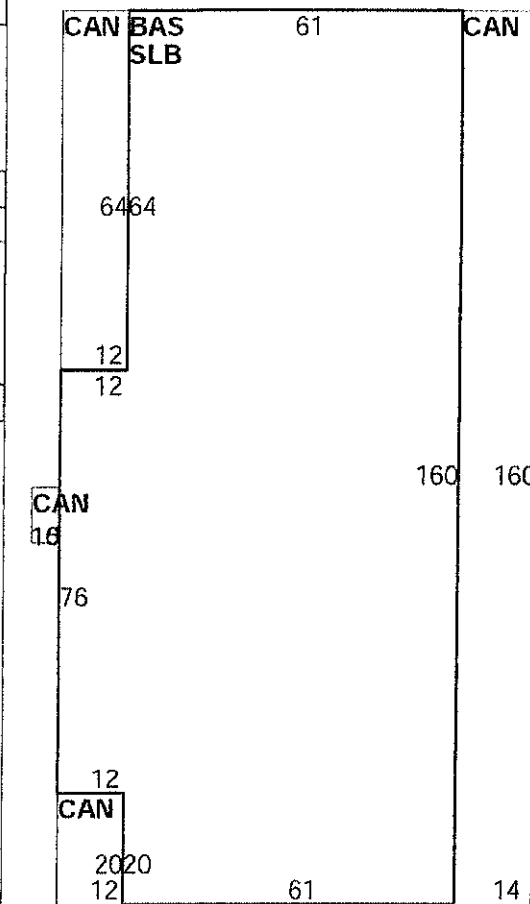
Building Details: Building # 1		
	Model: Commercial Living Area: 10672 Appr. Year Built: 1968 Style: Shop Center RE Stories: 1 Occupancy: 5 No. Total Rooms: No. Bedrooms: No. Baths: No. Half Baths:	Int Wall Desc 1: Drywall Int Wall Desc 2: Ext Wall Desc 1: Vinyl Siding Ext Wall Desc 2: Roof Cover: Metal/Tin Roof Structure: Gable/Hip Heat Type: Forced Air-Duc Heat Fuel: Electric A/C Type: Heat Pump



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CONSTRUCTION DETAIL (CONTINUED)

Element	Cd.	Ch.	Description
MIXED USE			
Code	Description	Percentage	
3222	COMM BLDG	100	
COST/MARKET VALUATION			
Adj. Base Rate:			58.48
Replace Cost			662,650
AYB			1968
EYB			1993
Dep Code			G
Remodel Rating			
Year Remodeled			
Dep %			30
Functional Obslnc			
External Obslnc			
Cost Trend Factor			1
Condition			
% Complete			
Overall % Cond			70
Apprais Val			463,900
Dep % Ovr			0
Dep Ovr Comment			
Misc Imp Ovr			0
Misc Imp Ovr Comment			
Cost to Cure Ovr			0
Cost to Cure Ovr Comment			



ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)

B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value
	27,200	1.80	2008		0		50	24,500
	6	720.00	2012		0		100	4,300
	50	52.00	Null		0		100	2,600
	24	52.00	2010		0		100	1,200
	10,672	1.80	1993		2		100	13,400

JB-AREA SUMMARY SECTION

Living Area	Gross Area	Eff. Area	Unit Cost	Undeprec. Value
10,672	10,672	10,672		624,056
0	3,298	660		38,594
0	10,672	0		0
10,672	24,642	11,332		662,650



TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT		
Level	2 Public Water	1 Paved	4 Bus. District	Description	Code	Appraised Value
Billing	3 Public Sewer			COMMERC.	3222	477,300
				COM LAND	3222	80,300
				COMMERC.	3222	32,600

SUPPLEMENTAL DATA

Parcel ID:	SEND VALU
CODE DT	TAX ACQ PI
PROGRAM	LISTING AG
ENROLL YI	LIST PRICE
PLAN YR	SPEC DISTR
1 TYPE	
ID: 037102	ASSOC PID#

Total			590,200
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BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.	PREVIOUS ASSESSMENT					
6973/ 6	07/02/2002	Q	V	331,000	00	Yr.	Code	Assessed Value	Yr.	Code	Assess
						2019	3222	477,300	2018	3222	
						2019	3222	80,300	2018	3222	
						2019	3222	32,600	2018	3222	
Total:						590,200		Total:			

OTHER ASSESSMENTS

Amount	Code	Description	Number	Amount	Comm. Int.
Total:					

This signature acknowledge:

APPRAISE

Appraised Bldg. Value (Card)
 Appraised XF (B) Value (Bldg)
 Appraised OB (L) Value (Bldg)
 Appraised Land Value (Bldg)
 Special Land Value
 Total Appraised Parcel Value
 Valuation Method:
 Exemptions
 Adjustment:
Net Total Appraised Parcel V

ASSESSING NEIGHBORHOOD

Street Index Name	Tracing	Batch

NOTES

BUILDING PERMIT RECORD

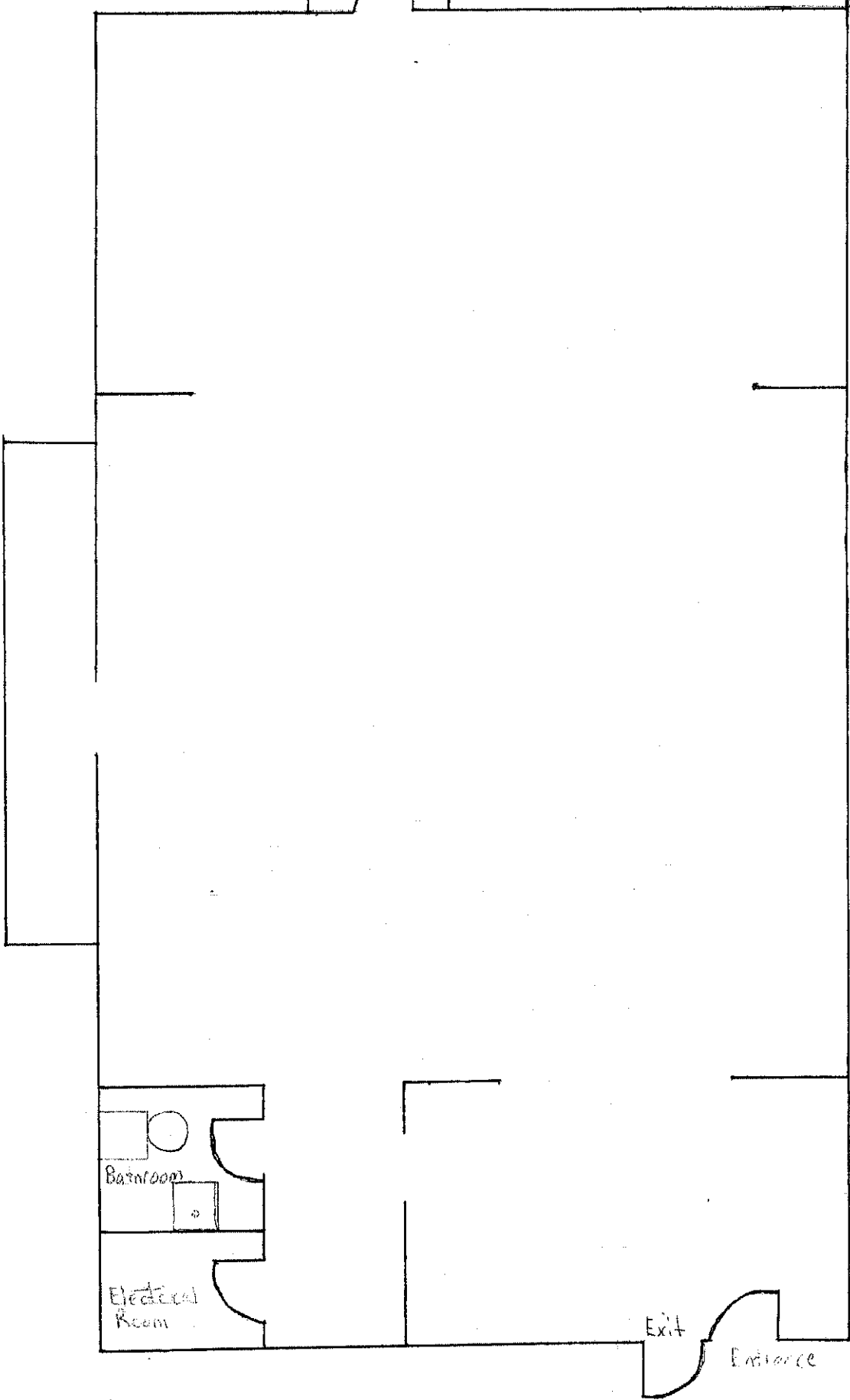
Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type
						05/06/2014	
						05/11/2010	
						09/26/2007	

LAND LINE VALUATION SECTION

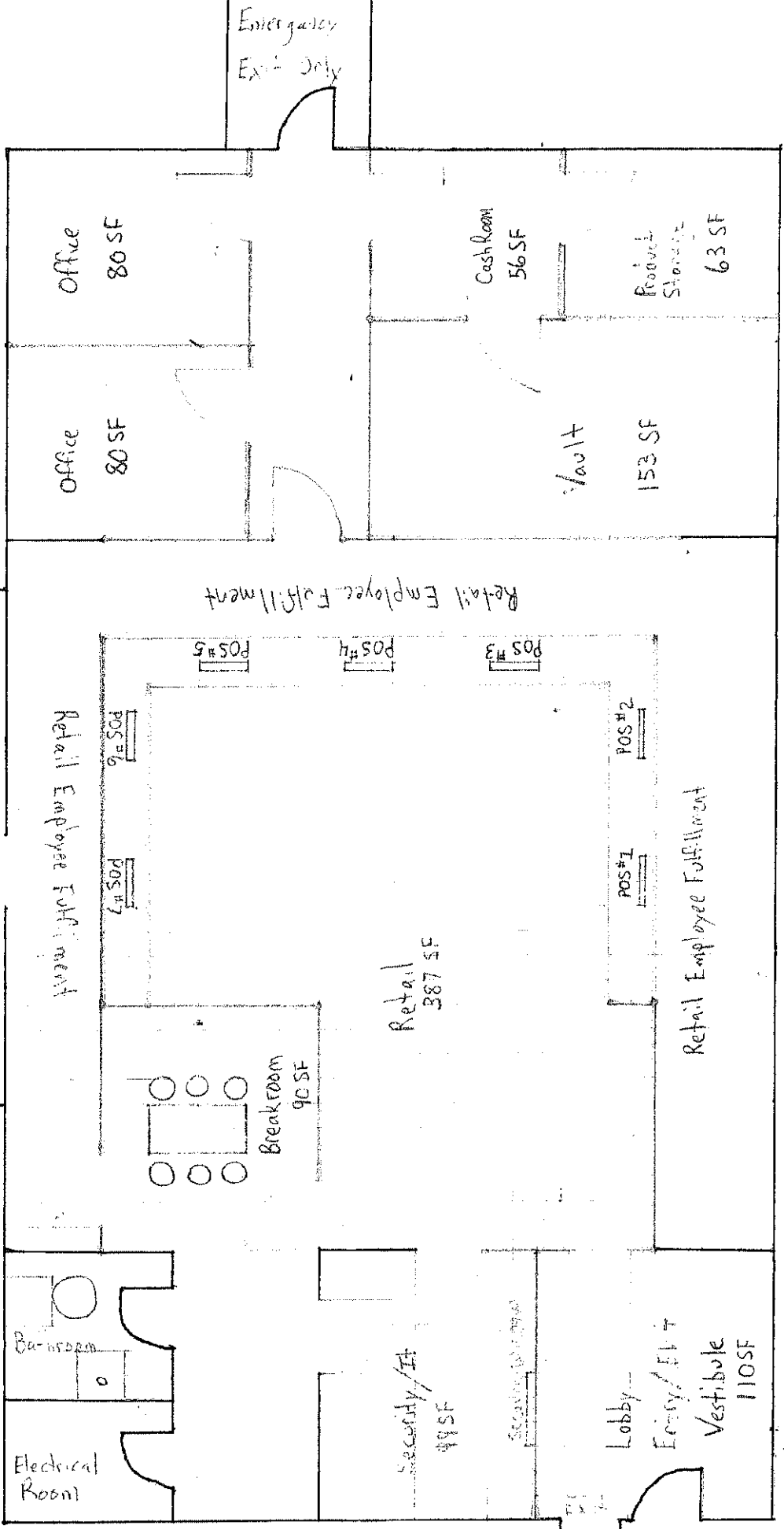
Front	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing
		43,560 SF	1.08	2.0000	D	1.0000	0.80		0.00		
		1.00 AC	5,000.00	1.0000	0	1.0000	1.00		0.00		

Card Land Units: 2.00 AC Parcel Total Land Area: 2 AC

Emergency
Exit Only



SECRETARY'S OFFICE



- 35 Bridge SF
- Walls Added
- Counter Tops Added
- Doors Added



17 June 2020

James Toman – Chief of Police
Al Nelson – Fire Chief
Gardiner, ME 04345

Proposed Adult-Use Retail Marijuana Establishment at 35 Bridge Street, Gardiner, ME 04345

Hello Chiefs:

It is with sincere enthusiasm and passion that Herbal Pathways, LLC expresses interest in becoming an Adult-Use Retail Marijuana Establishment in the City of Gardiner. Herbal Pathways is a Maine husband and wife-owned business created to establish and operate Adult-Use Establishments in the State of Maine. Due to our experience, strong guiding values, and owner-operator approach to business, we believe Herbal Pathways is a top candidate to be selected as an Adult Use Retailer in Gardiner.

Our proposed location at 35 Bridge Street, Gardiner, ME 04345 will have minimal infrastructure impact and we intend to provide ample parking spaces and traffic mitigation strategies to support an adult-use establishment.

What Makes Us Different

Owner-Operators

Herbal Pathways has a mission to change adult use marijuana industry and succeed as one of the few husband and wife cannabis groups in the State. As owners we have direct and extensive experience in the East Coast Marijuana Industry and are passionate about the mission, vision, and values of the company. Herbal Pathways owners will be more than just names on an application; our organization is predicated on an owner-operator business model.

Herbal Pathways executive team will have a direct and active role in business operations at our Gardiner facility. We will represent ourselves at City meetings and throughout the application process, maintain a presence in the local community, and ensure that we are seen by customers in our Gardiner facility.

Triple Bottom Line

Herbal Pathways mission extends far beyond succeeding as one of the few husband and wife adult use marijuana companies. We recognize our responsibility to lead by example in all that we do.



As such, we have created a business model that ensures we will own and operate an organization that enhances the quality of life for our customers, community, and the planet. Our triple-bottom-line approach to business ensures we exercise best practices above and beyond what is required of an organization.

Great Neighbors in Your Community

Herbal Pathways will pay employees a living wage starting at \$16 to \$20 per hour. Further, we will offer preferential hiring to local community members and give preference to local suppliers to provide infrastructure and services to our business.

Herbal Pathways will use community feedback, coupled with our open line of communication with the City, will allow us to uphold a reputation as a charitable, involved, and respected business in Gardiner.

Herbal Pathways will ensure a symbiotic relationship with Gardiner by being a responsible and participative neighbor and community member.

Herbal Pathways is a fully-funded operator with the capital and resources in place to get our proposed Gardiner facility operational in a timely and efficient manner. Herbal Pathways has received our Retail Conditional Adult Use License from the Office of Marijuana Policy.

We sincerely thank you for your time and consideration. We hope to become a valuable resource and asset to your community. - Herbal Pathways Owners

Ken Crowley Owner, CEO
603-340-6539 kendebbie4@comcast.net

Debbie Crowley Owner, COO
603-340-5016 kendebbie4@comcast.net

Ken Crowley
Herbal Pathways
472 River Road
Lebanon, ME 04027

Wednesday, June 17, 2020

Dear Chief of Police James Toman & Fire Chief Al Nelson,

This letter is intended to provide you with more information and context related to the safety and security of Herbal Pathways proposed facility location at 35 Bridge Street in Gardiner. This facility, which will be entirely enclosed within the existing structures onsite, will conduct retail sales of cannabis for the regulated adult-use market. This facility is intended as a showcase of the industry-leading technologies in surveillance, access control, and hazard mitigation, and I am excited to be bringing such a business to Gardiner. By law, my facility must comply with all applicable codes, including building, fire, and cannabis regulations, but I would like to point out a few highlights:

I'd like to provide a brief overview of some of our safety and security at Herbal Pathways, to be supplemented by any additional information you would like to receive on safety and security.

The main way to provide employee and community safety in this high-value, highly regulated industry is to both control the custody of the product and the access of those who come in contact with the product. My retail facility will be entirely separated with internal divisions from any public-facing areas, and only employees will be allowed in any non-retail area. Access will be controlled by electronic key strikes, and each employee will receive a unique access card. These cards can be locked down by time and by location to ensure that employees can only enter areas that are related to their job function, and also allow for a full lockdown to be initiated by any manager. The doors are "fail safe", and in the event of power failure will allow for exit, but no re-entry until the site has been made safe.

Any non-employees will have their age and their status verified upon requesting entry to the facility – customers will be checked in and directed to the retail area, while visitors will be entered into the visitor log, badged, and given an employee escort at all times they are on premises.

Moreover, in addition to visual tracking via the extensive camera systems, all product will be tracked through third-party, industry-standard seed-to-sale tracking systems – that is, each product thereof will have a unique identifying tag, and all parts of the product (down to partial grams) will be accounted for. This same seed-to-sale system is used for the transfer of product, with the addition of live GPS tracking of all Herbal Pathways vehicles used to transfer products.

Finally, the extensive written emergency, disaster, and PPE/workplace safety plans designed to reflect industry best practices for employee and community safety will be frequently reviewed and

updated to ensure that they account for the up-to-date staffing and site operations as well as the most recent controlling authorities. Our safety manager will conduct both post-background check, pre-start training and frequent on-the-job training to ensure that Herbal Pathways has staffing vetted, educated, and trained to be commensurate with the level of technology and security reflected in our facility.

My background, aside from cannabis, has been working as Director of Operations, Plant Manager, and I have come to both deeply understand and deeply respect the rules around both workplace and building safety.

I have seen as a reoccurring item are what I collectively refer to as quality of life issues – noise, odor, lighting, and traffic. I'd like to briefly run down my plan to deal with each of these:

Noise: My facility will be fully enclosed, and the only noise if even possible to hear will be people talking. No loud music or other sounds will be heard outside my facility.

Odor: My fully enclosed building will not have any direct venting of cannabis odors to the outside air. I'll have a no-idling policy in place for all vehicles, and no cultivation or processing will take place at this facility.

Lighting: The only outside lighting will be what lighting is in place such as task lighting and standard outdoor lights, these lights will be turned off when the facility is closed. Additionally, all outdoor lights will be on both light and motion sensors to ensure they are active for the shortest possible times.

Traffic: I'll have a traffic flow and parking plan in place for my employees to ensure that there is ample room in the lot and there is no conflict with existing traffic patterns or customer entry. My operational hours have been put in place with regard to morning and evening traffic patterns, designed to create a minimal impact on the community. Finally, I will be using social media and other means of advertising extensively to ensure that my clients know the best and safest ways to come to my shop, and how to conduct themselves while doing so.

With your permission, I'd like to keep this conversation going, and consult with you on an ongoing basis regarding my operational plans and any security or safety concerns you may identify. In this case, I'd like to take advantage of your knowledge of the community and its unique needs to make sure that I am being as attentive as possible. Please let me know a good time to connect!

Respectfully,

Kenneth Crowley

Ken Crowley
Founder and CEO
Herbal Pathways

SECURITY PLAN

The Herbal Pathways Security Plan details the extensive security provisions created to fully comply and generally exceed the regulations published by the State of Maine. Measures to deter and prevent unauthorized entrance into areas containing marijuana and report theft of marijuana are addressed throughout. Access to the company facility will be limited to customers over the age of 21 with appropriate identification. Access to restricted areas of the facility will be limited to guests approved in advance by the General Manager; employees; law enforcement in the course of their duties, and people allowed access by the Maine Office of Marijuana Policy or City of Gardiner, such as inspectors. The policies established here will be strictly enforced, as Herbal Pathways operates in a high-risk security environment.

The VP of Operations, the General Manager, and our security advisors, are responsible for developing, maintaining, and assuring compliance with the security plan. Herbal Pathways will have a robust security system and protocols to prevent, deter and detect diversion, theft, loss of marijuana, or unauthorized intrusion. The facility will prominently display the security system and notification signage. Commercial grade equipment will be utilized, including alarm systems in full compliance with the State and City requirements and a failure notification system. Video cameras will be installed in all areas that may contain marijuana, at all points of entry and exit, and the parking lot. The cameras will be angled and have adequate lighting to allow for the capture of clear and certain identification of any person entering or exiting the facility or area.

Procedures include measures to prevent unwanted individuals from remaining on premises, aid the development of strong partnerships with local law enforcement agencies, and ensure compliance with all laws and regulations. Information technology security measures are included with procedures for maintaining record confidentiality.

I. SECURITY FOCUSED OPERATIONS

Herbal Pathways operates in a high security risk environment. The safety and security of our customers, staff and neighbors is a primary concern. Internal and external security threats will exist relating to physical, cyber and procedural security for the facility and operations. It is the responsibility of every employee to aid in the security of the company through prevention, awareness, reporting, and responsible incident management. The Herbal Pathways culture of security incorporates security measures starting with recruiting criteria and throughout all policies, and procedures. These policies are the direct result of real-world experiences in CO and WA operations and as such are designed to eliminate as many potential risks as humanly possible.

Policies Must Be Maintained

Security measures to deter and prevent unauthorized entrance into areas containing marijuana, and the theft of marijuana at the Herbal Pathways facility will be implemented and maintained. The VP of Operations, in coordination with the General Manager and company security advisors, is responsible for the development and maintenance of the Security Plan. Any State or Local security directives must be incorporated into the plan immediately. Any changes must be documented, distributed to all employees and re-training must be scheduled promptly. All employees are required to adhere to the Security Plan as a condition of continued employment.

Communication with Law Enforcement

The General Manager must maintain a list of non-emergency police department contacts. He or she must also maintain regular communication with each contact advising of any changes in security procedures. Herbal Pathways aims to develop strong partnerships with the local law enforcement agencies. Every time there is an allegation or investigation relative to theft, loss, or possible diversion, the General Manager will investigate the incident and keep detailed records of the incident. He or She will summarize each incident in writing for presentation to the VP of operations and for discussion at the next company meeting.

Alternative Security Measures

If Herbal Pathways cannot meet one of the State or City security provisions, Herbal Pathways will cease to operate until the VP of Operations is able to provide other adequate substitute safeguards. The VP of Operations must ensure all security procedures are documented and if required, alternative measures are approved by the Maine Office of Marijuana Policy and the City of Gardiner.

Facility Security

Our interior will be divided into public access, limited access, and restricted areas. Each area will be clearly differentiated and all doors, except the main entrance door, will remain locked at all times. Appropriate policies, protocols, and electronics will protect the integrity of each.

- Access Areas:
 - Public Access: Reception
 - Limited Access: Areas where marijuana and marijuana products are displayed and sold. Only employees, officials in the course of their duties, outside vendors, contractors, customers, and approved visitors are allowed access to the Herbal Pathways facility's limited access area. Employees may not allow any other person on site. Any person refusing to leave the public or limited access areas should be considered an incident and law enforcement must be contacted.
 - Restricted Access: Marijuana storage areas, delivery/receiving area, offices, security equipment storage, and records storage. Only employees may access restricted access areas, with only select employees being allowed to access security equipment and records storage. Such employee access will be controlled by a central security professional AND badged access controls set offsite and maintained by a third-party security company who specializes in access control and documentation. This system allows our team to understand who accessed a room by camera footage as well as badge reports. Additionally, this prohibits former or disgruntled employees from accessing restricted areas. Finally, this adds an additional layer of theft prevention and security as these areas can also serve as panic rooms in the event there is a break-in or robbery. Inside each of these rooms will be an emergency call button with a direct dial to the local police station.
- Physical Security Measures:
 - The General Manager shall ensure all locks and security equipment remain in good working order.
 - Facility employees are responsible for securing keys, access control cards, and security codes at all times. Employees may not provide access through any means to any other employee. Only managers may grant temporary access to any employee or visitor. This temporary access must be in full compliance with the Herbal Pathways security protocols.

- The General Manager must ensure that the interior and exterior areas remain sufficiently lit and clear of obstructions for surveillance purposes.
- Managers must ensure that loitering around the facility is not allowed through real-time video surveillance or direct observation of key areas including all access doors and parking lots.
- Employees must display their Maine Office of Marijuana Policy issued identification at all times while working. Employees must report a lost badge to their supervisor immediately.
- Doors must be re-coded or re-keyed annually and following any termination.

Product Security

1. All unusable or excess marijuana and marijuana products must be disposed in accordance with Herbal Pathways Waste Management plan.
2. All marijuana must be stored and secured in a safe or vault, which is attached to the building, and not located on an exterior wall. Storage must be secured and locked at all times, when not in immediate use.
3. Any occurrence of diversion, theft, or loss of marijuana must be immediately reported to law enforcement. All employees must report any suspicion of theft or diversion to a manager, or the VP of Operations, immediately as a condition of continued employment.
4. All usable or excess marijuana products must be disposed of accordingly. All marijuana is to be stored and secured in the product storage areas which provide an additional security level and have further limited access. The product shall be checked out in the morning and throughout the day electronically as well as documented on paper by the manager on staff. At the end of each night a complete reconciliation shall occur. At any point if there is suspicion of diversion or theft the manager shall quarantine all suspected products (any remaining or miscounted items) and immediately notify their superiors. A full investigation shall commence immediately including the security team reviewing the cameras, the manager putting all staff on notice and immediately reporting to the Maine Office of Marijuana Policy and local authorities. All suspected employees shall be interviewed by security and any available enforcement personnel to immediately determine diversion; attempted diversion and develop preventative measures to further limit/restrict future attempts. All guilty parties will be prosecuted by local law enforcement, as well as personal action by Herbal Pathways. All employees will be required to train on these procedures and sign an affidavit swearing their compliance to these rules/ practices upon hiring.

Surveillance Equipment Storage Areas

1. Access to the locked surveillance equipment storage areas must be limited by the General Manager to:
 - (a) Persons that are essential to surveillance operations;
 - (b) Law enforcement authorities acting within their lawful jurisdiction;
 - (c) Security system service personnel; and
 - (d) Maine Office of Marijuana Policy or City of Gardiner representatives.
2. On-site surveillance equipment storage rooms must remain locked, secure, and monitored.
3. A current list of authorized employees and service personnel that have access to the surveillance room must be maintained by the General Manager and made available to the Maine Office of Marijuana Policy or City of Gardiner upon request.

Reporting Required

All Herbal Pathways employees are required to immediately report any of the following incidents to a manager or the VP of Operations. The manager or the VP of Operations must report such incidents to law enforcement.

1. An alarm activation or other event that requires response by public safety personnel;
2. The failure of any security alarm system due to a loss of electrical power or mechanical malfunction.
3. Discrepancies identified during inventory counting, diversion, theft, loss, and any criminal action involving Herbal Pathways or an employee;
4. Unauthorized destruction of marijuana;
5. Any loss or unauthorized alteration of records related to marijuana, business, or employees' records; and
6. Any other breach of security.
7. Documentation as required by OSHA or other governmental agencies

Equipment to be Maintained

The General Manager must schedule and oversee all required maintenance of security equipment in accordance with manufacturer recommendations. Any equipment failure identified must be corrected as soon as possible. All security equipment shall be in good working order and shall be inspected and tested at regular intervals, not to exceed 30 calendar days from the previous inspection and test.

II. SECURITY EQUIPMENT

Security Equipment Required

The VP of Operations, in consultation with the security consultant, must ensure a robust security system at the facility to prevent and detect diversion, theft, loss of marijuana, or unauthorized intrusion, by utilizing commercial grade equipment, which shall, include:

1. All security requirements set forth by the State of Maine, and the City of Gardiner, this includes all Maine Office of Marijuana Policy rules and City of Gardiner rules/ guidelines, as well as any future law or regulation promulgated pertaining to retail marijuana. Herbal Pathways intends to exceed all security requirements, indicated in bold sections below;
 - a. Security Alarm;
 - i. Installed by an Alarm Installation Company, on all perimeter entry points and perimeter windows. The system provides coverage of all facility entrances and exits, rooms with exterior windows, rooms with exterior walls or walls shared with other building tenants, roof hatches, skylights, and storage rooms containing safes, or vaults. Herbal Pathways will also incorporate alarms on interior doors as well as motion detectors and sound detection devices monitored by a third party.
 - ii. Continuously monitored. Herbal Pathways engages the services of a professional Monitoring Company to fulfill this requirement. The alarm system must be monitored by a company that is staffed twenty-four hours a day, seven days a week.
 - iii. The alarm system is equipped with a failure notification system that provides visual and audible notification to those within the facility as well as

submitting an alert to the General Manager and VP of Operations cellular phones. The alarm system is also equipped with a battery backup system sufficient to support a minimum of forty-eight hours, in excess of the minimum requirement of four hours.

- iv. The system shall include several silent holdup or duress alarms that can be manually triggered in case of emergency. These alarms will be strategically placed in high risk locations throughout the facility.
- v. Maintains up-to-date and current records and existing contracts on the Licensed Premises that describe the location and operation of each Security Alarm System, a schematic of security zones, the name of the Alarm Installation Company, and the name of the Monitoring Company. This information will also be stored in the company 'cloud' and password protected. All this information shall be made available upon request.
- vi. The Herbal Pathways shall maintain for a period of three years, reports of any incidents triggering an alarm, and such reports shall be made available to the Gardiner Police Department during any inspection of the facility. While only three years are required, Herbal Pathways will maintain all incident records indefinitely within the 'cloud' system.
- vii. Security cabling shall be behind wall and above ceilings enclosed in separate conduit from other wiring.

b. Lock Standards

- i. At all points of ingress and egress, Herbal Pathways shall ensure the use of a commercial-grade, non-residential door locks. These doors will be equipped with electric strike and electronic access hardware. They are also automatically locking.

c. Video Surveillance

- i. Herbal Pathways will install a fully operational video surveillance and camera recording system. The recording system must record in digital format.
- ii. All video surveillance records and recordings are stored in a secure area that is only accessible to the General Manager, and VP of Operations, with each access recorded in the electronic access key fob's digital log.
- iii. Video surveillance records and recordings must be made available upon request to the Maine Office of Marijuana Policy and Gardiner Police Department, and relevant local jurisdiction, or any other state or local law enforcement agency.
- iv. If video surveillance or storage equipment becomes inoperable, or storage network service becomes disabled, the marijuana establishment shall cease all transactions until the equipment or network service is made operable.
- v. Required Equipment:
 1. Video surveillance equipment shall consist of digital or network video recorders, cameras, video monitors, digital archiving devices, and a color printer capable of delivering still photos.
 2. Video surveillance system is equipped with a failure notification system that provides visual and audible notification to those within the facility as well as submitting an alert to the General Manager and VP of Operations cellular phones

3. All surveillance equipment is properly functioning and maintained, to ensure playback quality is suitable for viewing and the surveillance equipment is capturing the identity of all individuals and activities in the monitored areas.
4. Video surveillance equipment shall have sufficient battery backup to support forty-eight hours of recording in the event of a power outage. Herbal Pathways will notify the Maine Office of Marijuana Policy and Gardiner Police Department of any loss of video surveillance capabilities that extend beyond four hours.

vi. Equipment Storage

1. The surveillance room is a Limited Access Area, with each access recorded in the electronic access key fob's digital log.
2. Surveillance recording equipment is housed in a designated, locked, and secured room or other enclosure with access limited to the General Manager, VP of Operations, agents of Gardiner Police Department, state or local law enforcement agencies for a purpose authorized by the Maine Office of Marijuana Policy or for any other state or local law enforcement purpose, and service personnel or contractors.
3. In addition to maintaining surveillance recordings in a locked area on the licensed premises, a copy of the surveillance recordings are stored through a network "cloud" service that provides on-demand access to the recordings. The City will be updated within 72 hours of any change to the location or provider.
4. A current list of all authorized employees and service personnel who have access to the surveillance system and/or room will be maintained. A surveillance equipment maintenance activity log is maintained on the Licensed Premises to record all service activity including the identity of the individual(s) performing the service, the service date and time and the reason for service to the surveillance system.

vii. Camera Placement

1. Camera coverage is required for all Limited Access Areas, point-of-sale areas, security rooms, all points of ingress and egress to Limited Access Areas, all areas where product is displayed for sale, and all points of ingress and egress to the exterior of the Licensed Premises. Herbal Pathways will maintain coverage of the entire facility interior.
2. Camera placement is capable of identifying activity occurring within 20 feet of all points of ingress and egress and shall allow for the clear and certain identification of any individual and activities on the Licensed Premises. Camera coverage includes the entire perimeter of the facility, extending for 20 feet.
3. At each point-of-sale location, camera coverage recordings the customer(s) and employee(s) facial features with sufficient clarity to determine identity.
4. All entrances and exits to the facility are recorded from both indoor and outdoor vantage points.
5. The system is capable of recording in any lighting conditions.

6. Areas where Retail Marijuana is stored have camera placement in the room facing the primary entry door at a height, which provides a clear unobstructed view of activity without sight blockage.
7. Cameras are also placed at each location where weighing, packaging, transport preparation, processing, or tagging activities occur.
8. At least one camera is dedicated to record the access points to the secured surveillance recording area.
9. A call-up monitor is located behind the sales counter for facility staff to view and a second monitor is located in the General Manager's office.

viii. Recording and Record Retention

1. All camera continuously record 24 hours a day.
2. All surveillance recordings are kept for a minimum of 60 days in a format that can be easily accessed for viewing. Video recordings are archived in a format that ensures authentication of the recording as legitimately captured video and guarantee that no alteration of the recorded image has taken place.
3. The surveillance system has the capability to produce a color still photograph from any camera image, live or recorded.
4. The date and time is embedded on all surveillance recordings without significantly obscuring the picture.
5. Time is measured in accordance with the official United States time established by the National Institute of Standards and Technology and the U.S. Naval Observatory
6. After the 60 day surveillance video retention schedule has lapsed, surveillance video recordings are erased or destroyed prior being discarded or disposed. Surveillance video recordings are not destroyed if Herbal Pathways or Gardiner Police Department knows of a pending criminal, civil or administrative investigation, or any other proceeding for which the recording may contain relevant information.
7. All records applicable to the surveillance system are maintained on the Licensed Premises. A map of the camera locations, direction of coverage, camera numbers, surveillance equipment maintenance activity log, user authorization list, and operating instructions for the surveillance equipment are maintained on site, and in the secure company 'cloud' system.
8. A chronological point-of-sale transaction log is available to be used in conjunction with recorded video of those transactions

d. Safe/Vault Requirements

- i. A safe for storage of cash is installed on the premises. The safe is secured to the structure in such a manner as to prevent removal. For added security, the safe is not located on an exterior wall.

e. Proof of Age Scanner

- i. Herbal Pathways verifies proof of age of every person entering the business with an electronic identification scanner. Proof of age is verified a second time prior

to the completion of the sale. If the proof of age scanner becomes inoperable, the equipment shall be replaced within seven days.

III. SECURITY TRAINING PLAN

All employees must receive security training in accordance with the Training plan. No employee may begin work until completing all required security training. The General Manager is responsible for the ongoing security training in daily operations. Employees are trained to identify and are required to report any suspicious activity including suspected diversion, or security concerns to their supervisor immediately as a condition of employment.

On Boarding

Prior to beginning work, each employee must complete all security training relevant to their position. This training may be a combination of in-person instruction, quizzes, and videos. Herbal Pathways may bring in outside instructors or security professionals to assist with this training, as necessary. This includes, but is not limited to:

1. Location and appropriate use of panic buttons;
2. Use of duress alarm codes;
3. Appropriate usage of key fobs and alarm codes;
4. Recognizing suspicious behavior in customers;
5. Conflict resolution;
6. Inspection of premises for signs of burglary;
7. Robbery and burglary incident training (including procedures for handling violent incidents);
and
8. Emergency or adverse event training.

Continuing Education

Every six months' employees will undergo refresher security training. This will not be as thorough and robust of a program as the on boarding training, but will serve to remind employees of the importance of security and all company policies and procedures related to security. If any changes to the security system or company policy is changed, all employees will be immediately retrained. If any changes to regulations or law is promulgated by the City of Gardiner or the State of Maine, all employees must immediately be retrained prior to starting their next shift at the facility. Within one month of the date of hire, each employee must complete a state-certified Responsible Vendor training program.

IV. INCIDENT LOG

Herbal Pathways will maintain an Incident Log, which is stored in the General Manager's office at the licensed premises. This log will include details relating to any and all security events, including, but not limited to, alarm activations, panic button activations, violent incidents, broken windows or other evidence of attempted intrusion, unauthorized persons entering the premises, suspicion of diversion, and conflicts with customers or other persons. Each time an entry is added to the log it will include the date, time, name of person reporting the incident, description of the incident, resolution or results of investigation, and the signature of the General Manager.

This log will be presented to the VP of Operations at regularly scheduled meetings and notable incidents will be reported to the Board of Directors. If necessary, a security advisor will be utilized review the

Incident Log and make recommendations to improve security. Any verifiable security threats or incidents will be immediately reported to the Gardiner Police Department. The Incident Log will be available to the Gardiner Police Department, upon request.

V. PREVENTING CONSUMPTION ON PREMISES

Consumption of marijuana and marijuana products is not tolerated on the licensed premises. In order to ensure no employee or customer consumes cannabis on premises, several policies and procedures must be followed at all times.

All product is secured behind display cases, and out of the reach of customers. Budtenders are permitted to retrieve one product at a time from the display case for the customer to view. The product must be returned to the display case before the next product can be removed from the case. Each budtender may only assist one customer at a time, or in the case of a group visiting the facility together, no more than one group at a time. If the group is larger than 3 people, two budtenders must be available to assist the group.

When product is sold, it will be dispensed in a child-resistant container. The customer will be instructed not to remove the product from the exit-package until they have departed the facility and arrived at their destination.

Employees are not permitted to consume marijuana or marijuana products on premises. Any employee found to be violating this policy will be terminated immediately. Employees are required to consume their lunch in the break room and no food is allowed within the sales area of the facility. This will remove the possibility that any employee, or customer, might confuse an infused edible product with a regular food product.

VI. ACCESS CONTROL PLAN

Issuing Authority

Only the General Manager or VP of Operations may issue facility keys, alarm codes, and electronic access key fobs.

Access Control Policies

1. Access will be given only to areas where need can be demonstrated. Issuance must be recorded by the issuing individual in the Facility Key, Alarm Code and Electronic Access Key Fob Log.
2. Keys, alarm codes and electronic access key fobs must be protected. Keys, alarm codes, and electronic access key fobs may not be loaned and may not be left unattended. All keys issued on a "permanent" basis should be retained in the possession of the employee to whom it was issued. Keys, access codes and electronic access key fobs may not be transferred directly from one employee to another. The practice of leaving keys on desks, counter tops, etc. or loaning to others is prohibited.
3. Lost/stolen keys. Any employee losing a key, access code, or electronic access key fob must report the loss to his or her manager immediately, who will then report the loss to the General Manager or VP of Operations. The VP of Operations, along with the General Manager, will make a determination as to whether the system has been compromised and re-keying or re-coding required.
4. Duplicated keys. It is against Herbal Pathways policy to duplicate keys.

Each employee, contractor, and visitor must prominently wear an identification badge on Herbal Pathways property.

Maine Office of Marijuana Policy Issued Identification

While on company premises all employees must visibly display their Maine Office of Marijuana Policy issued identification card using a lanyard around the neck or an armband display. Any employee who reports to work without their identification card will be sent home to retrieve the card. In the event the identification card is lost, stolen, or destroyed, the employee must report the loss to their supervisor immediately.

Types of Badges

1. Employees are issued license cards by the Maine Office of Marijuana Policy which serve as their identification badge.
2. Contractors must be issued a visitor badge.
3. Visitors must be issued a visitor badge.

VISITOR REQUIREMENTS

Visitor Restrictions

Only qualified customers, registered Herbal Pathways employees, outside vendors, contractors, visitors, Maine Office of Marijuana Policy and Gardiner Police Department representatives, and other law enforcement and other officials acting in the course of their duties may access the Herbal Pathways . An employee must contact law enforcement as necessary to remove unauthorized individuals from the premises.

Visitor Log and Identification Badge

For each visitor or contractor, a facility employee must log the visitor in and out, copy their identification, issue a visitor badge and record the activity on the Visitor Identification Badge Issuance Logs. The receptionist checking the visitor in must obtain a copy of identification (driver's license, passport, official badge, etc.) for each visitor and attach it to the Visitor Log. A visitor identification badge must be issued to a visitor and clearly displayed by the visitor prior to entering any limited access area. The visitor badge must be returned upon exit. Every employee is responsible to immediately notify security in the event they notice anyone in a restricted or secure area without a badge.

Visitors Must be Accompanied

All visitors must be accompanied by a manager or their designated employee at all times in limited access areas.

Maine Office of Marijuana Policy Authorized

Employees may allow verified Maine Office of Marijuana Policy representatives access to the facility at any time, but must examine their identification, record the visit on the Visitor Log and notify the General Manager immediately.

VII. CLOSING PROCEDURES

Care must be taken to appropriately close the facility each night to ensure all product is secured, alarms are appropriately set, and security equipment is working properly.

1. At least two employees are required for opening, closing, and operation.
2. All product in the sales area and on display must be returned to the safe within one hour of closing. This product must be counted to verify the physical inventory matches the records in the inventory software. Any discrepancy must be immediately reported to the General Manager and investigated.
3. Clean the facility. This includes removing trash, cleaning display cases, sweeping floors, etc. Any loose marijuana flowers or products discovered while cleaning must be accounted for and disposed of in accordance with the Waste Management Plan.
4. Using the call up monitors, verify all security cameras are functioning properly.
5. Verify all windows and doors, including interior doors, are closed and locked.
6. Lock the safe, set all alarms, and depart the facility.
7. At closing, employees must survey the premises for anyone hiding in the business, near the building entrance or parking lot.

Overnight Policy

All marijuana and marijuana product will be stored in locked cases during the day and moved to vault storage at night. No products may be left in display cases or in the sales area overnight.

VIII. DIVERSION

General Prevention Measures

1. Only the main facility entrances may be used for access to the facility. Auxiliary doors may only be used in case of emergency.
2. Managers shall vary employee lunch and break schedules to ensure maximum staff coverage and limit outsiders recognizing an unvarying routine.
3. Employees are trained to greet every visitor to the facility immediately and look each visitor directly in the eyes, noting any nervousness or strange behavior.
4. Limited access areas must be cleaned regularly to remove old fingerprints. Oil or wax- based cleaners must not be used.

Suspicious Activities

Every employee is responsible for reporting suspicious activities and persons to management. Managers shall notify our security personnel and law enforcement when a potential risk is identified. Should the person leave before the officer's arrival, note the time (to retrieve surveillance records), record a description of the suspect and their vehicle, including license number, for possible police use. Examples of suspicious activity could involve coworkers, customers, vendors or unknown persons and include:

1. Persons monitoring business operations.
2. Persons asking about closing times, volume of business, the amount of marijuana or money on hand.
3. Persons who appear to loiter in the area examining the business layout and operations.
4. Persons who may be waiting for a lull in activity and fewer patients.

Panic Alarm Systems

1. The facility is equipped with a silent panic alarm system containing multiple panic buttons.
2. Employees must be trained by their manager on the panic alarm system including the location of fixed alarms, the appropriate use of alarms, and accidental activation procedures.

IX. ALARM SYSTEM, FACILITY DESIGN AND CONSTRUCTION

Access Doors

All doors are 18-gauge hollow metal with commercial-grade I locks, or comparable. Additionally, exterior locks and limited access area entries are equipped with electric strike and electronic access hardware and are automatically locking.

Access Points

From the exterior of the facility it is necessary to gain entry through multiple locked metal doors prior to reaching any room where marijuana products are stored.

Visitor Access

All visitors will only be allowed entrance through the main facility entrance, with other access being limited as a means of egress in the event of an emergency and for planned and supervised deliveries.

Security Equipment Visibility

Security equipment shall be prominently displayed on the interior and exterior of the premises. Signage highlighting the system in use will be prominently displayed. Redundant hidden security equipment is placed in high risk areas.

Panic Alarms

Fixed panic alarms are located in areas where incidents are likely to take place including reception areas, facility areas, storage rooms, staging areas and shipping and receiving.

Interior Signage

All limited access areas within the facility are clearly identified with a sign no smaller than 12" x 12" which states: "Do Not Enter – Limited Access Area – Access Limited to Authorized Personnel Only" in lettering no smaller than 1 inch in height. The facility prominently displays security system notification signage.

High Risk Areas

The facility employs mechanisms that permit employees to have a secure view of their surroundings whenever possible including:

1. Convex mirrors;
2. Elevated vantage points; and
3. Strategic placement of product storage, staging and sales areas.

Lighting

1. Lighting needed for security camera visibility will not be turned off.
2. The exterior of the facility is continuously lit by commercial high lumen fixtures sufficient to facilitate surveillance.

Product Storage

All marijuana and marijuana products except that required for immediate use, must be stored and secured in a vault with an U.L. Group 1 combination lock. This lock will resist abuse for 30 minutes

from items such as hand tools, picking tools, mechanical or electrical tools, grinding points, carbide drills, devices that apply pressure, cutting wheels and power saws. It is also resistant to skilled manipulation attacks for up to twenty hours. The vault is in a restricted access area with only one door where only authorized employees are allowed to enter. The room is not visible from public areas of the premises and is located centrally in the building, not on an exterior wall. The vault has both visible and redundant hidden monitoring, and is secured with a door alarm and internal motion detector.

Exterior Maintenance

The exterior landscaping of the facility must be maintained so as to not allow for any concealment near the facility.

X. RECEIVING PROCEDURES

The company will receive all of its supply of marijuana from its licensed recreational vendors; all of whom will be required to provide proof of licensure of the State of Maine and provide an electronic copy of their license from the Maine Office of Marijuana Policy to be stored on premise by Herbal Pathways. Any Cannabis delivered which doesn't strictly adhere to the states rules and regulations for transportation will be rejected and reported to enforcement.

Before a batch of marijuana that has been lab tested and cleared for sale is transported from the cultivation/manufacturing facility to the retail facility, an electronic manifest will be created using the company's inventory management software. This manifest will include all necessary details about the product being transported, including batch number, strain name and total weight, as well as the name of the transportation agent responsible for making the delivery.

The transportation agent will conceal the product in a discreet and secure transport bag, along with a printed copy of the electronic manifest. Once the transportation agent has arrived at the facility with the delivery, the order will be checked by the receiving facility manager to ensure that the order is complete and accurate as described by the manifest. Once that is confirmed, the facility manager will take physical custody of the delivery; physically and electronically sign the manifest to accept the order, which will remove the items contained in the delivery from the cultivation facility's inventory and add the items to the facility's inventory.

Fire Plan

Fire Plan and Security Systems

Properly functioning and constantly monitored fire and burglar alarm systems are an important consideration for facility security. As previously mentioned, ADT will be installing the burglar alarm systems and will be monitoring 24 hours a day, 7 days a week. Additionally, fire alarms, sprinkler systems and will be monitored 24 hours a day to ensure a fast response time in the case of a fire emergency Herbal Pathways will hire a professional commercial fire protection monitoring service.

HERBAL PATHWAYS is dedicated to providing a safe environment for staff and our neighbors. The Fire Prevention, Safety & Action Plan provides safe practices for the workplace that minimize the risk of a possible fire emergency and outline the storage and operation procedures for fire safety equipment and devices.

The Fire Prevention, Safety & Action Plan

- The conducting and recording of periodic inspections of the facility to identify and correct any conditions that are unsafe.
- The conducting and recording of monthly inspections of fire emergency equipment including smoke detectors, fire extinguishers and emergency evacuation lighting.
- The conducting of periodic inspections and tests of fire alarms as per state and local regulations.
- The conducting of regular fire drills.
- Regular checking of electrical cords and cables to ensure none are frayed or worn and all are in safe working condition.
- Storing any dirty and/or oily rags in metal containers.
- Labeling and storing all potentially flammable materials in a safe manner.
- Cleaning work areas containing any potentially flammable liquids daily.
- Clearing debris and trash from outside the front and surrounding premises before opening and throughout the duration of business hours.
- Respectful discouragement of loitering, solicitors and people obstructing the sidewalk unlawfully.
- Respectful discouragement of double parking and blocking of streets, sidewalks and other roadways.

- Enforcement of employee policies including no smoking or vaporizing of any kind on the premises with ejection and termination if policies are not adhered to.
- Management and security will keep an accurate occupancy count at all times to ensure a safe number of occupants for the space.

Fire Safety Training & Drills & Training

All staff will be trained by management using the Fire Prevention, Safety & Action Plan and reviewing best practices for fire prevention, fire safety guidelines, policies and evacuation procedures.

Drills

Periodic fire drills based on the evacuation plan will be executed to ensure staff is well-versed in the fire emergency routine as well as where the exits and evacuation routes are located.

Posting of Policies and Materials

Signs clearly stating that there is no smoking or vaporizing on the property will be prominently displayed and the policy reviewed with every patient. Additionally, fire prevention and safety information will be prominently displayed for regular staff and patient review and orally reviewed with staff. Similarly, fire and emergency evacuation procedures will be shared with staff orally and stored in an easily accessible location for regular review.

Clearly Marked Exits & Evacuation Routes

Each exit will be clearly marked and evacuation routes prominently displayed for regular staff and customer review.

Fire Suppression

A variety of fire suppression equipment and techniques are employed to ensure maximum safety for staff and visitors

a. Fire Alarms

Fire alarms and smoke detectors shall activate a visible and audible signal in a location that complies with the state and local fire code.

b. Sprinklers

A full-service automatic sprinkler system will be maintained. All personnel will be trained in sprinkler system operation.

c. Extinguishers

Fire extinguishers will be stored and accessible onsite and their locations will be marked

on the evacuation maps and outlined in the fire safety procedures. All personnel will be trained in fire extinguisher usage and storage locations.

d. Monitoring Services

Fire alarms, sprinkler systems and any other fire suppression systems will be monitored 24 hours a day to ensure a fast response time in the case of a fire emergency by a professional commercial fire protection monitoring service.

Fire Evacuation Plan

The fire evacuation plan will be clearly displayed outside the door of each room so employees can quickly determine their path out of the building. Each room will be equipped with a walkie-talkie and they will use these to communicate the presence of each team and check to see if other people are in the building.

Authority

The manager on duty is the official onsite emergency coordinator of evacuation activities during a fire emergency or evacuation until emergency officials such as the local Fire Department respond.

Training

Employees will be instructed that the manager on duty is in charge during an emergency to minimize confusion. Annually, staff will be trained to address:

- Individual roles and responsibilities during a fire emergency or drill.
- Threats, hazards, and protective actions regarding fire safety.
- Notification, warning, and communications procedures in the event of a fire emergency.
- Means for locating family members in an emergency.
- Emergency response procedures.
- Evacuation, shelter, and accountability procedures.
- Location and use of common emergency equipment including fire extinguishers and fire alarms.
- Emergency shutdown procedures.

Plan Review

The fire evacuation plan will be regularly reviewed with staff and a drill will be conducted as often as necessary to assess plan effectiveness and make improvements.

Employees will be interviewed and feedback collected used to update evacuation plan.

Fire Evacuation Conditions

Conditions for fire evacuation and fire evacuation procedures including evacuation of all staff and customers to an exterior location are reviewed with all personnel and additional emergency evacuation situations that could lead to fire including earthquakes, chemical spills or hurricanes are also addressed and responses reviewed. The structure of the building and the likely damage caused by fire, explosion, hurricane or earthquake will be reviewed with all personnel to help inform their understanding of how to create an action plan during an emergency based on the building.

Routes & Exits

Maps based on floor diagrams of the completed site with arrows that designate exit routes as well as the location of exits, fire extinguishers and first aid kits that might be needed in the case of a fire emergency will be posted in an accessible location at all times. Exits will be clearly marked and lit well, wide enough to allow personnel the ability to evacuate, always clear and unobstructed by debris and not likely to cause evacuating personnel or customers to deal with additional hazards.

Assisting Visitors, Contractors and Staff to Evacuate

One evacuation warden for every 20 employees will be present in addition to the manager acting as onsite emergency coordinator. Each evacuation warden will be responsible for assisting staff in evacuating during a fire emergency and are tasked with checking bathrooms, break rooms, back office space and other spaces before being the last one to exit the site. Anyone who signed in will be accounted for by the staff host greeting customers to ensure they all evacuate safely.

Shutting Down Critical Operations

Staff may be designated to remain behind briefly to operate fire extinguishers or shut down electrical systems and other special equipment that could create additional hazards for safety responders if left operating. The preferred outcome is immediate evacuation of all employees when the alarm signaling evacuation is triggered.

Additionally, the evacuation plan will include the location for shutting off gas and electricity for employees and emergency response personnel.

Accounting for Customers & Employees After Evacuation

The security staff greeting visitors will be responsible for accounting for all customers who were signed in at the time of the evacuation in the designated external assembly

area. The designated evacuation warden will be responsible for accounting for all staff members evacuated and the manager acting as onsite emergency coordinator will verify the total number of evacuated individuals. The emergency coordinator will find the names and last known location of any individual not accounted for to assist in emergency personnel helping anyone trapped in the building. The emergency coordinator will respectfully remind staff and customers to remain calm and quiet in assembly areas to avoid confusion and ensure a lack of interference with rescue efforts.

Employee Safety & Hygiene

In addition to the practices described above, all employees will be trained on basic safety and hygiene practices required for these operations. The training will include basic hygiene requirements regarding hand washing and appropriate apparel. Anyone working with flammable or dangerous equipment would wear appropriate eye protection and full suits to protect their skin.

In addition to the hazardous protocols described above, the team will be trained on eye wash, and all appropriate protections available in the facility. The compliance officer will be responsible for adherence to all OSHA workplace standards.

To insure any marijuana product is safe from contamination, all product brought into the building will be stored in individual containers. This process insures that any contamination is isolated to that one tote or jar of cannabis product and cannot cross-contaminate other lots.

Employees will be instructed to clean surfaces between batches to insure cross contamination doesn't occur.

In addition to mandating handwashing after trips to the bathroom and upon return from breaks, employees will insure their work spaces are clean compliant.

All employees who are not feeling well will be instructed to call into a dial in number at least by 5am on the day of their shift. This alert is emailed to all managers.

OFFICE OF MARIJUANA POLICY


MAINE ADULT USE MARIJUANA
PROGRAM

This certifies that

HERBAL PATHWAYS
AMS224

has been issued a **CONDITIONAL** license as an **ADULT USE MARIJUANA STORE** under 28-B MRS. This does **NOT** permit the licensee to engage in any activity.

ISSUED ON
04/09/2020


DIRECTOR
OFFICE OF MARIJUANA POLICY
MAINE ADULT USE MARIJUANA PROGRAM

EXPIRES ON
04/08/2021

**NOTE: THIS IS NOT AN ACTIVE
LICENSE**

To make a complaint about this licensed Adult Use Marijuana Establishment:
Email: Licensing.OMPe@maine.gov

The Conditional License for AMS224 has been issued based on the following organizational structure:

Principals:

KENNETH PATRICK CROWLEY, GENPART
DEBRA ANN CROWLEY, GENPART

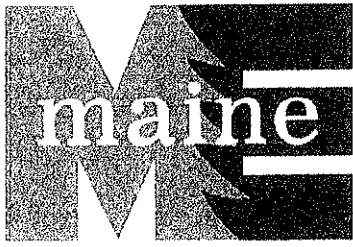
Qualifying Maine Resident Owners:

50.00% - KENNETH CROWLEY
50.00% - DEBRA CROWLEY

Other Owners:

None Approved

NOTICE: This conditional license was issued based upon the information indicated above and submitted on application forms provided by the conditional licensee. The conditional licensee acknowledged and affirmed that the foregoing information was truthful and complete in the presence of a notary. Any changes to the information indicated above must be timely reported to the Office of Marijuana Policy and may affect the conditional licensee's licensure status. A conditional licensee will be required, at a minimum, to obtain a new local authorization based upon any changes to the entity ownership structure listed above.



OFFICE OF MARIJUANA POLICY

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

Maine Adult Use Local Authorization Form

Section 1: License Information. Information generated by the Office of Marijuana Policy.

Business Legal Name: HERBAL PATHWAYS	Business DBA:	Conditional License Number: AMS224
License Type: ADULT USE MARIJUANA STORE		
Mailing Address: 472 RIVER RD LEBANON, ME 04027-4014	Facility Phone: +1 (603) 340-6539	Primary Contact Person: KENNETH CROWLEY
	Primary Contact Email: kendebbie4@comcast.net	

Section 2: Marijuana Establishment and Local Authorization Information. This section to be completed by the Municipality/Maine Land Use Planning Commission in receipt of request for Local Authorization.

Physical Location of Establishment (include unit number)	Municipality/Town/Plantation/Township	County	State	ZIP
Tax Map #:	Tax Lot #:			
Date Local Authorization Request Received by Municipality/Maine Land Use Planning Commission:	Date Local Authorization Approved by Municipality/Maine Land Use Planning Commission:			

If you are requesting Local Authorization from a *municipality*, complete Section 3.

If you are requesting Local Authorization from a *town, plantation or township in the unorganized and deorganized areas* through the Maine Land Use Planning Commission, complete Section 4.

Section 3: Local Authorization of Marijuana Establishments within Municipalities. This section to be completed by the Municipality in receipt of request for Local Authorization.

Section 3(a): Request for local authorization to operate marijuana establishment in municipality prohibited unless authorized by municipal ordinance or warrant article. A person seeking to operate a marijuana establishment within a municipality may not request local authorization to operate the marijuana establishment and a municipality may not accept as complete the person's request for local authorization unless the following questions are answered in the affirmative.

- Has the legislative body of the municipality voted to adopt a new ordinance, amend an existing ordinance or approve a warrant article allowing some or all types of marijuana establishments within the municipality, including the type of marijuana establishment the person seeks to operate as indicated in the "License Type" box of Section 1 of this form?
 Yes No
- Is a copy the local ordinance, warrant article, or other local regulation authorizing the siting of this establishment attached or included with the submission of this form?
 Yes No

Section 3(b): Minimum authorization criteria. A municipality may not authorize the operation of a marijuana establishment within the municipality unless the following questions are answered in the affirmative.

- Is the marijuana establishment proposed to be located equal to or greater than 1,000 feet of the property line of a preexisting public or private school? If the municipality by ordinance or other regulation prohibits the location of marijuana establishments at distances less than 1,000 feet but not less than 500 feet from the property line of a preexisting public or private school, that lesser distance applies.
 Yes No

2. Has the person requesting local authorization to operate the marijuana establishment demonstrated possession or entitlement to possession of the proposed licensed premises of the marijuana establishment pursuant to a lease, rental agreement or other arrangement for possession of the premises (specify: _____) or by virtue of ownership of the premises?
 Yes No

Section 3(c): Local authorization required for operation of marijuana establishment within municipality. A person may not operate a marijuana establishment within a municipality unless the following questions are answered in the affirmative.

1. Has the person obtained all applicable municipal approvals, permits, or licenses that are required by the municipality for the operation of this type of adult use marijuana establishment? By selecting "yes" below, the municipality is affirming that all municipal approvals, permits, or licenses have been approved, granted, or issued and no further action by the municipality is required prior to the Office of Marijuana Policy's issuance of an active license. The Office of Marijuana Policy encourages the municipality to coordinate the issuance date of a local license with the Office when appropriate.
 Yes No

2. Is a list and copy of all applicable approvals, permits, or licenses with the issuance and expiration dates attached or included with the submission of this form? The Office of Marijuana Policy encourages the municipality to coordinate the issuance date of a local license with the Office when appropriate.
 Yes No

Section 4: Local Authorization of Marijuana Establishments within Towns, Plantations and Townships in the Unorganized and Deorganized Areas. This section to be completed by the Maine Land Use Planning Commission in receipt of request for Local Authorization.

Section 4(a): Request for local authorization to operate marijuana establishment in town, plantation or township in unorganized and deorganized areas prohibited unless generally allowed by town or plantation or by county commissioners on behalf of township. A person seeking to operate a marijuana establishment within a town, plantation or township located within the unorganized and deorganized areas may not request local authorization unless one of the following questions is answered in the affirmative.

1. In the case of a town or plantation, the legislative body of the town or plantation has voted to allow some or all types of marijuana establishments within the town or plantation, including the type of marijuana establishment the person seeks to operate as indicated in the "License Type" box of Section 1 of this form?
 Yes No Not applicable

2. In the case of a township, the county commissioners of the county in which the township is located have voted to allow some or all types of marijuana establishments within the township, including the type of marijuana establishment the person seeks to operate as indicated in the "License Type" box of Section 1 of this form?
 Yes No Not applicable

Section 4(b): Minimum authorization criteria. The Maine Land Use Planning Commission may not certify to the Department local authorization of a marijuana establishment within a town, plantation or township located within the unorganized and deorganized areas unless the following questions are answered in the affirmative.

1. Is the marijuana establishment proposed to be located equal to or less than 1,000 feet of the property line of a preexisting public or private school? If the Maine Land Use Planning Commission prohibits the location of marijuana establishments at distances less than 1,000 feet but not less than 500 feet from the property line of a preexisting public or private school, that lesser distance applies.
 Yes No

2. Has the person requesting local authorization to operate the marijuana establishment demonstrated possession or entitlement to possession of the proposed licensed premises of the marijuana establishment pursuant to a lease, rental agreement or other arrangement for possession of the premises (specify: _____) or by virtue of ownership of the premises?
 Yes No

Section 4(c): Local authorization required for operation of marijuana establishment in town, plantation or township in unorganized and deorganized areas. A person may not operate a marijuana establishment within a town, plantation or township located within the unorganized and deorganized areas unless the following questions are answered in the affirmative.

1. Has the town, plantation or, in the case of a township, the county commissioners of the county in which the township is located, certified to the Maine Land Use Planning Commission that the person has obtained all applicable local approvals, permits or licenses **not** relating to land use planning and development?
 Yes No

2. Is a copy of the certification including a list of all applicable approvals, permits, or licenses **not** relating to land use planning and development with the issuance and expiration dates attached or included with the submission of this form?
 Yes No

3. Has the person obtained all applicable Maine Land Use Planning Commission approvals, permits, or licenses that are required for the operation of this type of adult use marijuana establishment? By selecting "yes" below, the Maine Land Use Planning Commission is affirming that all Maine Land Use Planning Commission approvals, permits, or licenses have been approved, granted, or issued and no further action by the Maine Land Use Planning Commission is required prior to the Office of Marijuana Policy's issuance of an active license. The Office of Marijuana Policy encourages the Maine Land Use Planning Commission to coordinate the issuance date of a local license with the Office when appropriate.
 Yes No

4. Is a list and copy of all applicable Maine Land Use Planning Commission approvals, permits, or licenses with the issuance and expiration dates attached or included with the submission of this form? The Office of Marijuana Policy encourages Maine Land Use Planning Commission to coordinate the issuance date of a local license with the Office when appropriate.
 Yes No

Statutory Guidance for Municipalities/Maine Land Use Planning Commission

Pursuant to 28-B M.R.S. §§ 402-403, failure to act on a person's request for local authorization to operate a marijuana establishment in a municipality, town, plantation, or township in an unorganized and deorganized area does not satisfy the local authorization requirement.

Typically, a request for local authorization should be approved or denied within 90 days. For additional information regarding failure to act on a person's request for local authorization and result appeal rights, see 28-B M.R.S. §§402-403.

Pursuant to 28-B M.R.S. §406, any changes in the status of local authorization require notification to the Office of Marijuana Policy within 14 days of the date on which the change occurs, including without limitation, withdrawing authorization or suspending or revoking a local license for the operation of a marijuana establishment.

The completed Maine Adult Use Local Authorization Form can be emailed to the Office of Marijuana Policy at Licensing.OMP@maine.gov or sent to Office of Marijuana Policy, 162 State House Station, Augusta, ME 04333-0162.

Municipality/LUPC Representative

Legal Name and title of Municipality/LUPC Representative:	City:	County:
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I hereby affirm and acknowledge that the information above is truthful and complete to the best of my knowledge.

Signature of Municipality/LUPC Representative (Do not sign until witnessed by notary):	Date:
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Notarization

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, at _____, Maine, by _____ to be his/her free act and deed.

Name of Notary Public (Printed):	Signature of Notary Public:
Notary Public, State of Maine	_____
My commission expires:	STAMP/SEAL

Cobbossee Leasing, LLC
511 Litchfield Road
Farmingdale, Maine 04344
June 12, 2020

Planning Board
City of Gardiner
6 Church Street
Gardiner, ME 04345

Re: Herbal Pathways, LLC

Dear Board Members:

We are writing in support of the requested change of use for our building at 35 Bridge Street in Gardiner for the operation of an Adult Use Marijuana store by Herbal Pathways, LLC. We met with Ken Crowley and are impressed with his plan, experience and other operations. He and his wife Debbie are professionals and have extensive experience in operating other stores in Massachusetts. Those stores are in a word, classy. He holds a conditional license in the state of Maine.

We are impressed with his plans for the store, which include security personnel and cameras. We have discussed this application with 3 of our 4 tenants and they are all supportive of the use.

The citizens of the State of Maine have voted to allow marijuana use and the City Council has passed an ordinance governing this use. Ken and Debbie's store represents a professional, well thought-out operation in full compliance with all state and local laws, ordinances and regulations. We feel they will be a welcome addition to Gardiner, providing a number of good jobs. We fully support their application.

/s/
John Bobrowiecki
Doug Bailey
Peter Giampretruzi
Members

Berwick Fire Department



11 Sullivan Street
10 School Street
Berwick, Maine 03901

Phone: 207.698.1174
Fax: 207.698.4592
BerwickFire@BerwickFire.org

To: Kenneth A. Wood, P.E.
Attar Engineering, Inc.
1284 State Road
Eliot, Maine 03903

CC: James Bellissimo
Kenneth Crowley

Re: Herbal Pathways, 468 Portland Street, Berwick, Maine
Tax Map R-71, Lot 7

June 10, 2020

I have reviewed the submitted site plan dated April 23, 2020 and Building floor plan dated April 28, 2020 for the above project for Fire Protections needs.

I am recommending the installation of the Knox Box Repaired Entry key system to allow emergency services access during non-occupied times should the need arise.

Please feel free to contact me should you have any questions.

Dennis Plante, Chief
Berwick Fire Department

Angelia Christopher

From: kendebbie4 <kendebbie4@comcast.net>
Sent: Wednesday, June 24, 2020 3:42 PM
To: Angelia Christopher; Kristopher McNeill
Subject: FW: RE: From Herbal Pathways a business coming to Gardiner
Attachments: Amended Sewer Use Ordinance February 2019.pdf

Hi,

Below is the response from Doug Clark. Can we add his response to the application and to the documents distributed to planning? I haven't heard back from either Chief's as of yet.

Thanks,
Ken

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Doug Clark <DClark@gardinermaine.com>
Date: 6/24/20 3:28 PM (GMT-05:00)
To: "kendebbie4@comcast.net" <kendebbie4@comcast.net>
Cc: Sherry Emmons <SEmmons@gardinermaine.com>
Subject: RE: From Herbal Pathways a business coming to Gardiner

Hi Ken,

Based on what you have shown me in the attached I see no problems in your plan for operating an Adult Use Marijuana Retail Store at 35 Bridge Street in Gardiner as long as you will not be introducing any additional flow into the sewer system (such as condensate drain water from dehumidifiers) other than normal domestic use associated with 3 to 4 employees. If you are renting the space your building owner will continue to be charged the sewer use bill each quarter. If you are the new owner or purchaser of the property you will need to contact Sherry Emmons, sewer billing clerk, at Gardiner City Hall (582-4200) or semmons@gardinermaine.com to have the sewer account changed over to your contact info.

If you have any questions please contact me. I can also be reached on my cell at: 215-3870.

I have attached a copy of the City of Gardiner Sewer Use Ordinance for your convenience. It outlines the differences between residential/light commercial and industrial/process flows.

Thank you,

Douglas Clark

Wastewater Director

City of Gardiner

From: kendebbie4@comcast.net <kendebbie4@comcast.net>
Sent: Monday, June 22, 2020 12:00 PM
To: Doug Clark <DClark@gardinermaine.com>
Subject: From Herbal Pathways a business coming to Gardiner

Good morning,

I like to introduce myself, my name is Ken Crowley I'm the owner of Herbal Pathways an Adult Use Marijuana business owner. I have submitted my application to the city and Angelia Christopher mentioned it be a good idea to introduce myself and supply you with information about my proposed store. The Adult Use Store would be located at 35 Bridge Street, I have a lease agreement in place. I also have my conditional licenses from the State of Maine Office of Marijuana Policy and have supplied that to the city.

Attached documents are for your review and I would like any feedback or things you might feel should be added. I own two other stores in Mass. I live in the southern part of Maine, and have also applied to Berwick to open an Adult Use Cultivation and Retail Store in that Town.

If you like I can meet you at the facility/ store to do a walk though.

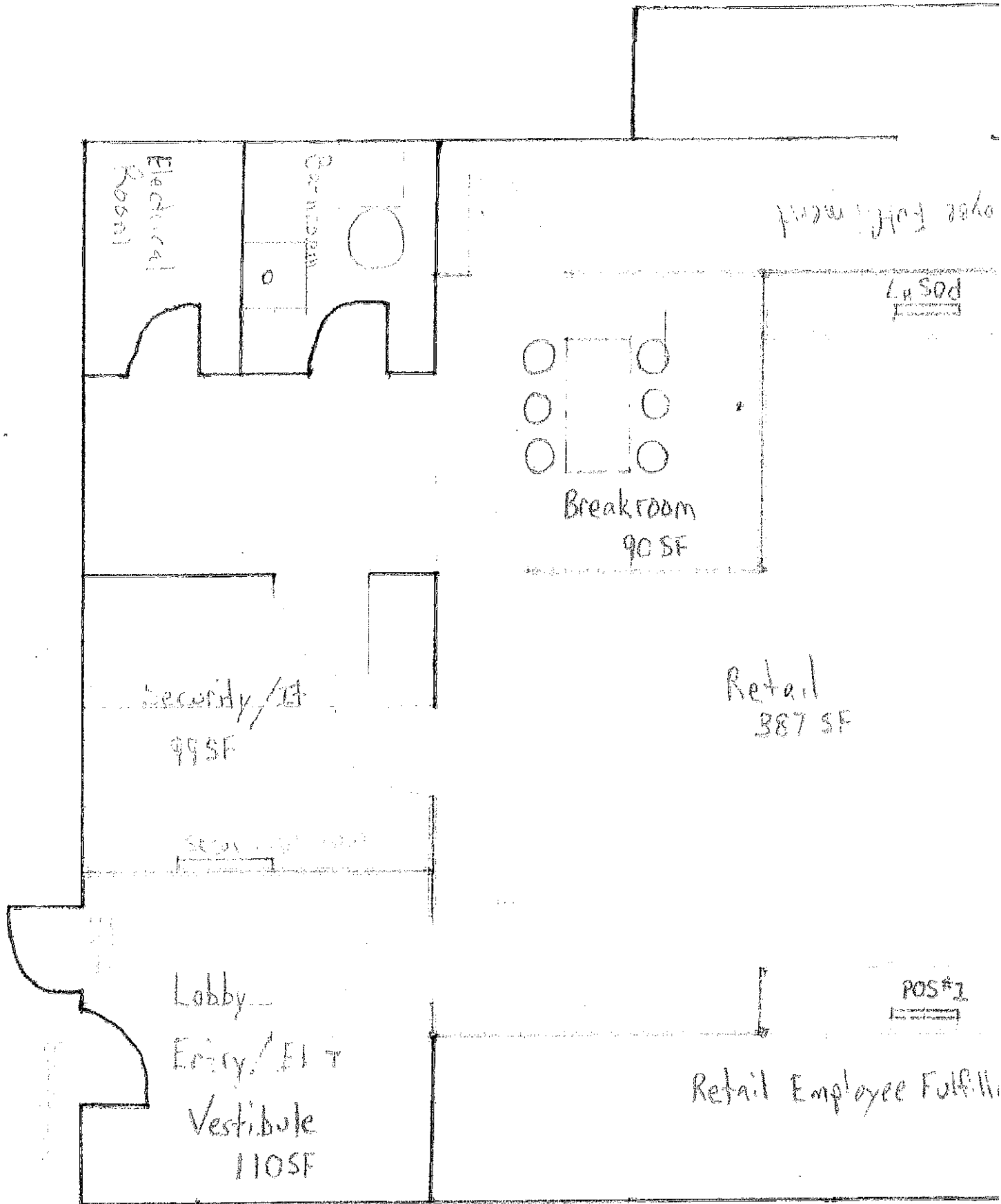
The business will have 3 to 4 employees on site at a time. There will be no public access to bathrooms. We will not be adding any plumbing or more bathrooms to the retail store, so I wouldn't think there be an increase in water usage or more discharge sewage to the city system.

I hope you find the attached documents suitable for your approval of me setting up and operating an Adult Use Retail Store. If you are ok with everything I would ask if you mind writing a letter to Angelia or Planning and copying myself and mentioning you have reviewed the documents and are ok with them.




Thank you,

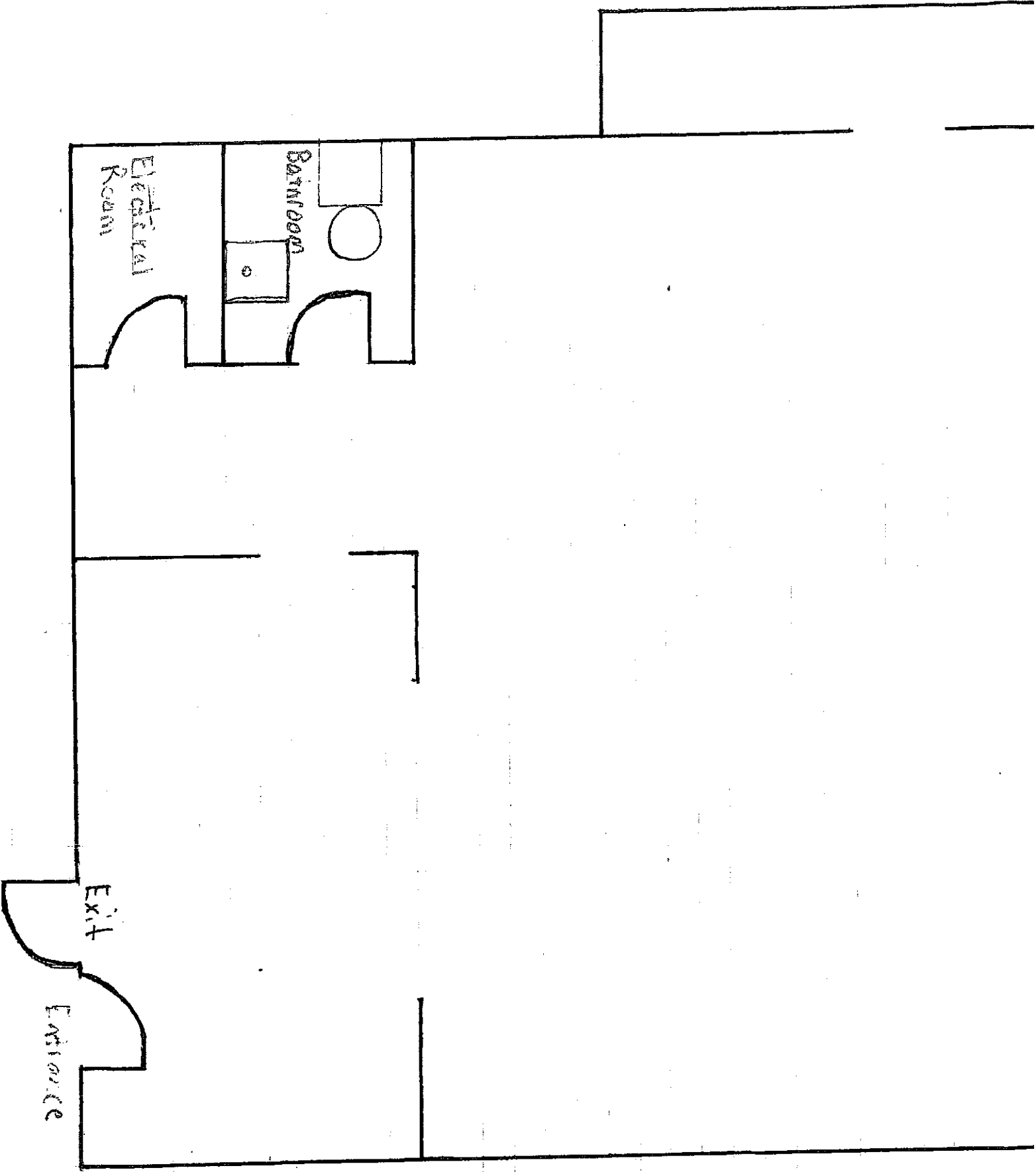
Ken & Debbie Crowley

Herbal Pathways -- Owners



50 Bridge St
 50 Bridge St

-  Walls Added
-  Counter Tops Added
-  Doors Added

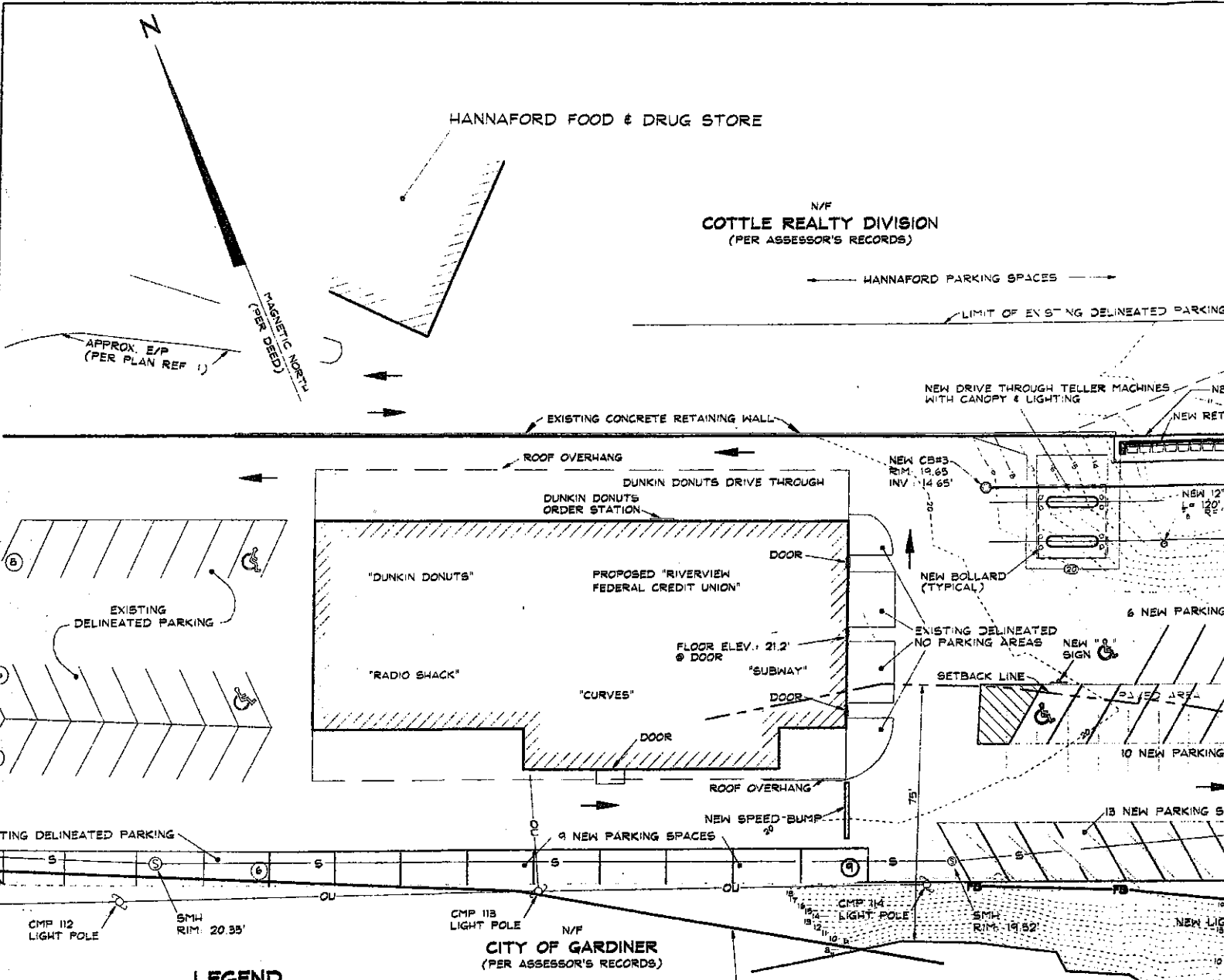


Electrical Room

Bathroom

Exit

Entrance



LEGEND

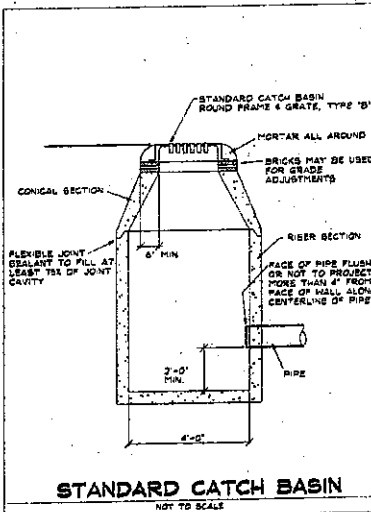
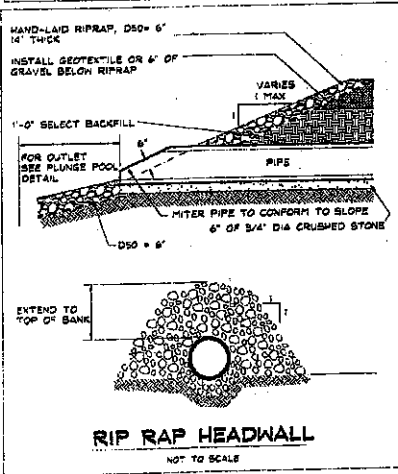
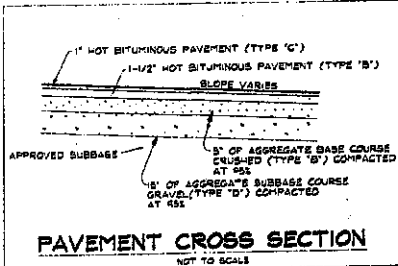
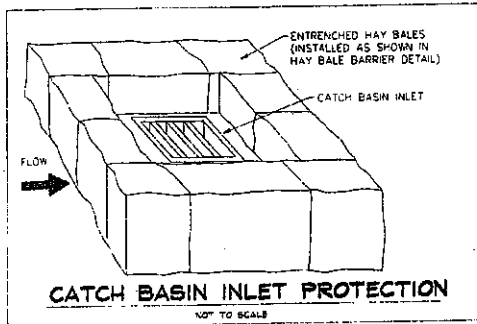
- N/F NOW OR FORMERLY OF
- 697B/6 BOOK 697B, PAGE 6, KENNEBEC COUNTY REGISTRY OF DEEDS (FOR REFERENCE ONLY)
- ± MORE OR LESS
- R/W RIGHT-OF-WAY
- E/P EDGE OF PAVEMENT
- CMP 112 CENTRAL MAINE POWER COMPANY UTILITY POLE NO. 112
- OU OVERHEAD UTILITIES
- ← TRAFFIC FLOW ARROW
- ⊙ LIGHT POLE
- SMH SEWER MANHOLE
- S — SEWER LINE (SEE NOTE 2)
- - - 20' - - - EXISTING CONTOUR LINE, ELEV. 20' (SEE NOTE 3)
- ⊙ NEW CONTOUR LINE, ELEV. 20' (SEE NOTE 3)
- CB #1 NEW CATCH BASIN #1
- SD — NEW STORM DRAIN
- L LENGTH OF PIPE
- S SLOPE OF PIPE
- HDPE HIGH DENSITY POLYETHYLENE PIPE
- INV. INVERT
- - - FB - - - NEW FILTER BARRIER

NOTES:

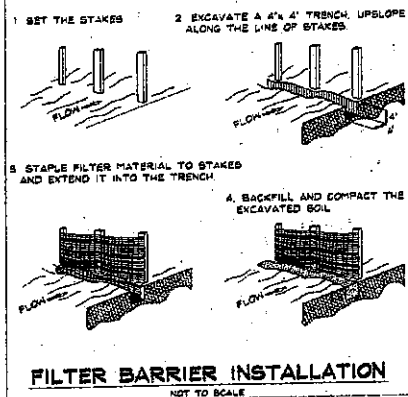
- 1.) THIS IS A COMPOSITE PLAN BASED ON PLAN REFERENCES 1 AND 2. PROPERTY LINES SHOWN ARE VERIFIED AS PART OF THIS SURVEY.
- 2.) THE SEWER LINE SHOWN HEREON IS BASED ON OBSERVED SURFACE FEATURES AND AVAILABLE PLAN INVESTIGATED AS PART OF THIS SURVEY. PRIOR TO COMMENCING ANY SUBSURFACE CONSTRUCTION ACT AND LOCAL UTILITIES.
- 3.) ELEVATIONS SHOWN ARE BASED ON A VERTICAL DATUM ESTABLISHED BY OTHERS. ELEVATION REFERRED TO IS THE ELEVATION OF AN EXISTING BUILDING AT THE ENTRANCE TO THE 'SUBWAY' STORE. ELEVATION = 21.2'

PLAN REFERENCES:

- 1.) 'SITE LAYOUT, UTILITY AND LANDSCAPING PLAN, BROOKS PHARMACY, BRIDGE STREET, GARDINER, ME', DATED MARCH 1998, REVISED THROUGH MARCH 11, 1998, BY DELUCA-HOFFMAN ASSOCIATES, INC.
- 2.) 'STANDARD BOUNDARY & TOPOGRAPHIC SURVEY ON MAINE AVENUE & BRIDGE STREET, GARDINER, MAINE, MADE FOR HANNAFORD BROS. CO., PLEASANT HILL ROAD, SCARBOROUGH, MAINE', DATED MAY 10, 1999, BY OWEN HASKELL, INC.



NOTES:
 1) USE 4" TO 4'-6" STAKES EMBEDDED TO A MINIMUM OF 1 FOOT
 2) EXTRA-STRENGTH FILTER FABRIC REQUIRED.
 3) PREFABRICATED SILTATION FENCING MAY BE SUBSTITUTED WHERE APPROVED AND INSTALLED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND INSTALLATION INSTRUCTIONS.



The following plan for controlling sedimentation conservation practices such as those outlined in Construction Best Management Practices, by 1 District and the Maine Department of Environment

Any construction activities taking place between following Winter Construction plan

1. The interim period for any exposed area shall be...
2. The contractor may not expose more than 1...
3. Where required, installation of filter barrier 6-inches of clean gravel over the bottom of the fabric;
4. Mulching and seeding rates shall adhere to 1 herein. Note that all mulching rates shall be to follow the sensitive area schedule;
5. Construction shall be planned to eliminate the season.

CONSTRUCTION EROSION CONTROL MEASURES PROPOSED SCHEDULE FOR IMPLEMENTATION

- (1) Prior to any earth-moving, grubbing or clearing the locations shown on the accompanying 'Site Plan'
- (2) The topsoil shall be removed and stockpiled; stockpiles expected to remain longer than three days shall be treated with mulch;
- (3) The site shall be rough-graded and stabilized;
- (4) The storm drain system shall be installed as called for in this plan;
- (5) Immediately following final grading, all areas to be sprayed with a minimum compacted 1" provide a permanent vegetative cover. On areas not vegetated, mulch matting shall be installed. 15th in order to ensure an successful germination accordance with this plan;
- (5) The filter barriers and catch basin inlet protection permanently stabilized (paved, seeded or perm) it will be the responsibility of the applicant to properly dispose of the collected sediment once

MAINTENANCE OF EROSION & SEDIMENTATION

- (1) Filter barriers shall be inspected weekly for overtopping, gaps, or sediment buildup. Should immediately be repaired or replaced and sediment be spread and stabilized in areas on the site not be necessary they shall be installed immediately
- (2) Catch basin inlet protection shall be inspected for gaps and sediment buildup. Should the protection be repaired or replaced and sediment removed as stabilized in areas on the site not subject to erosion
- (3) Mulched areas shall be inspected weekly a (less than 90% coverage) and, if necessary, in accordance with specifications of this plan.
- (4) If germination of temporary seeding is unsuccessful area shall be reseeded;
- (5) If germination of final seeding is unsuccessful area shall be reseeded.

DESCRIPTIONS OF EROSION CONTROL MEASURES

FILTER BARRIER

Description:

Filter barrier shall be used as a sediment barrier from disturbed or unprotected areas of limited materials and installation specifications as set shown on the accompanying 'Site Plan'

NOTE: Locations of filter barrier are shown for reference; locations may be modified based on actual field changes or modifications shall be approved by the

Maintenance:

The filter barrier shall be inspected immediately after rainfall. Any required repairs shall be made

The fabric shall be replaced promptly when it is no longer necessary.

A second line of filter barrier shall be installed when the first barrier

The filter barrier shall be removed when no longer necessary and properly disposed of in a manner that will not

CATCH BASIN INLET PROTECTION

Description:

Hay bale catch basin inlet protection shall be installed and shall remain in place until upstream

Maintenance:

The inlet protection shall be inspected immediately after prolonged rainfall. Any required repairs shall

The inlet protection shall be removed when no longer necessary and properly disposed of in a manner that will not

