

## **PLANNING AND DEVELOPMENT SERVICES STAFF REPORT**

**For Planning Commission Meeting of March 20, 2018**

**SUBJECT: Liv Café Special Exception Use and Site Plan (603 E. William Street)  
File No. SEU18-002**

### **PROPOSED CITY PLANNING COMMISSION MOTION**

The Ann Arbor City Planning Commission, after hearing all interested persons and reviewing all relevant information, including an accompanying site plan, finds the petition substantially meet the standards in Chapter 55 (Zoning Ordinance), Section 5:104 (Special Exceptions) and Section 5:50.1 (Regulations Concerning Medical Use of Marijuana), and therefore approves the Liv Café, 603 E. William Street, Special Exception Use for a medical marijuana Provisioning Center. This approval is subject to receiving applicable City permits for bicycle parking and is based on the following findings:

1. The proposed use will be consistent with the D1, Downtown Core District, which provides for commercial activities including retail establishments, offices, and personal services.
2. The proposed use will not adversely impact traffic, pedestrians, bicyclists, circulation, or road intersections based on the location. This site is near both UM and AAATA transit centers and bus stops. The intersection of E. William and Maynard Street provides access to the site, and the proposed use is consistent with other surrounding uses' traffic impact.
3. Through documentation submitted by the petitioner regarding waste disposal, inventory tracking, security, and other methods of operation of the facility, the provisioning center will be operated in a manner that will not have an adverse impact on the neighboring properties or area, and will not have a detrimental impact on natural features.

This Special Exception Use approval is based on the following conditions:

1. The petitioner obtaining and maintaining both a State of Michigan Medical Marijuana License and a City of Ann Arbor Medical Marijuana Permit, and providing documentation to Planning Services within three years of the City Planning Commission approval date of this petition.
2. The petitioner operating a medical marijuana business at this address within three years of the City Planning Commission approval date of this petition.
3. The special exception use may occupy no more than 1,600 square feet of the entire building.

4. The petitioner will install one bicycle parking space location determined by the City. The parking spaces must be installed by June 30, 2018.

And that the Ann Arbor Planning Commission approves the attached Site Plan which demonstrates compliance with the applicable Special Exception Use standards as no physical development of the property is proposed.

### **STAFF RECOMMENDATION**

Staff recommends that the special exception use be **approved with conditions** subject to Planning Commission consideration because the proposed special exception use is of such location, size and character as to be compatible with the zoning district in which the site is situated; and the location and size of the proposed use, its nature and intensity, the site layout and access, and effect of the proposed use on public services would not be hazardous or inconvenient to the neighborhood nor unduly conflict with the normal traffic of the neighborhood.

### **LOCATION**

The site is located on the north side of E. William Street, east of Maynard Street. It is in the State Street Historic District, Allen Creek subwatershed, and Ward 1.

### **DESCRIPTION OF PETITION**

The petitioner seeks special exception use approval to operate a medical marijuana provisioning center in an existing building zoned D1, Downtown Core District. Per the Zoning Ordinance, Chapter 55, D1 zoning allows medical marijuana provisioning centers with special exception use approval.

The .10 acre site contains a 7,524 square foot, two-story retail building constructed in 1901. The provisioning center occupies the second floor, and is approximately 1,465 square feet. This site is in the State Street historic district and no changes to the site are proposed to the building by the petitioner.

### SURROUNDING LAND USES AND ZONING

	LAND USE	ZONING
NORTH	Retail and Office Uses	D1 (Downtown Core District)
EAST	Retail Uses	D1
SOUTH	Church	D1
WEST	High Rise Residential	D1

### HISTORY

Per Sanborn Fire Insurance maps, a two-story house was present on the site by 1888. In 1908, a one-story front addition housed a Chinese laundry. The current two-story, two-bay building was constructed by 1916, when a music store occupied 601 and a restaurant 605.

### PLANNING BACKGROUND

The D1 Downtown District encourages a variety of uses. Medical Marijuana Provisioning Centers are a Special Exception Use in the District. The site is more than 600 feet from any other provisioning center, and more than 1,000 feet from any K-12 school.

The *Master Plan Land Use Element* recommends a future land use of mixed uses and encourages preservation and adaptive reuse of historically significant buildings.

### SPECIAL EXCEPTION USE STANDARDS

The Planning Commission, in arriving at its decision relative to any application for a special exception, shall apply the standards shown on the attached petition.

In addition, the following information is required to be submitted for provisioning centers per 5:50.1(8) Special exception use regulations for medical marijuana facilities:

- 1) an operations statement that describes the life cycle of marijuana on site, and general business operations;
- 2) a safety and security plan that addresses marijuana, customers, employees, and the neighborhood;
- 3) a description of methods to be used to contain all odors within the building;
- 4) a waste disposal plan for marijuana; and
- 5) hours of operation.

This required information is attached, and additional information may be found in the complete project application package in Trakit at [www.a2gov.org/permits](http://www.a2gov.org/permits).

## PLANNING STAFF COMMENTS

The special exception use requirements as they are applied to this petition are broken down into general categories below.

Central Area Plan: The master plan recommends mixed-uses for this location, with which the proposed use is consistent.

Compatibility with the general vicinity: The use is not unlike the retail businesses surrounding it. In this retail area, these include a salon, restaurants, and general offices. The proposed location is approximately 1,465 square feet in size. Staff proposes a limit of 1,612 square feet for this special exception use, which allows for a future 10% floor expansion in the building.

Consistent with the neighborhood and not detrimental: The intensity and character of the business are compatible with this commercial development. No complaints have been received by Planning and Building about this business.

Parking: The development is zoned D1 and is exempt from parking requirements. This site is located near the Maynard parking structure and also houses covered bicycle parking spaces.

Pedestrian Safety: Public sidewalks, in good condition, are present along both Maynard and E. William Streets. Staff is determining if there is room in the public right-of-way for a bicycle hoop. If a hoop is required, the petitioner is responsible for applying for the necessary permits to install this hoop by the end of June 2018.

Vehicular movement and traffic: The vehicle trips generated by a provisioning center are consistent with general retail uses found in the D1 district, and surrounding land uses. This retail center has good access to surrounding streets.

Natural Features: No natural features impacted.

*Additional required Medical Marijuana SEU information:*

Operations Plan: The attached plan describes medicine dispensing, inventory control and tracking, product storage and safety, cash handling, employee staffing, etc.

Safety & Security: It should be noted that the state licensing process requires an extremely detailed and comprehensive security system. Staff does not ask for the particulars of provisioning centers' security plan since our documents are all public, unlike the state license permit application which is not. This business will be under video surveillance and monitored daily.

Odor Control: Lack of odor control is the most frequent complaint heard by staff about provisioning centers. This petition includes using air tight canisters along with air scent blowers.

Waste Disposal: Unused items will be placed in trash bags and disposed of in a locked trash container outside of the premises. All marijuana related trash will be disposed of in medical bins and follow the same practices as medical facilities.

Hours of Operations: 10:00 am to 10:30 pm Monday thru Saturday and closed on certain holidays.

### DEPARTMENT COMMENTS

DDA: Staff is exploring the need and location for a bicycle hoop near this location. If a hoop needed, the petitioner is required to pull the necessary permits and install this hoop by the end of June.

Prepared by Brett Lenart/Chris Cheng

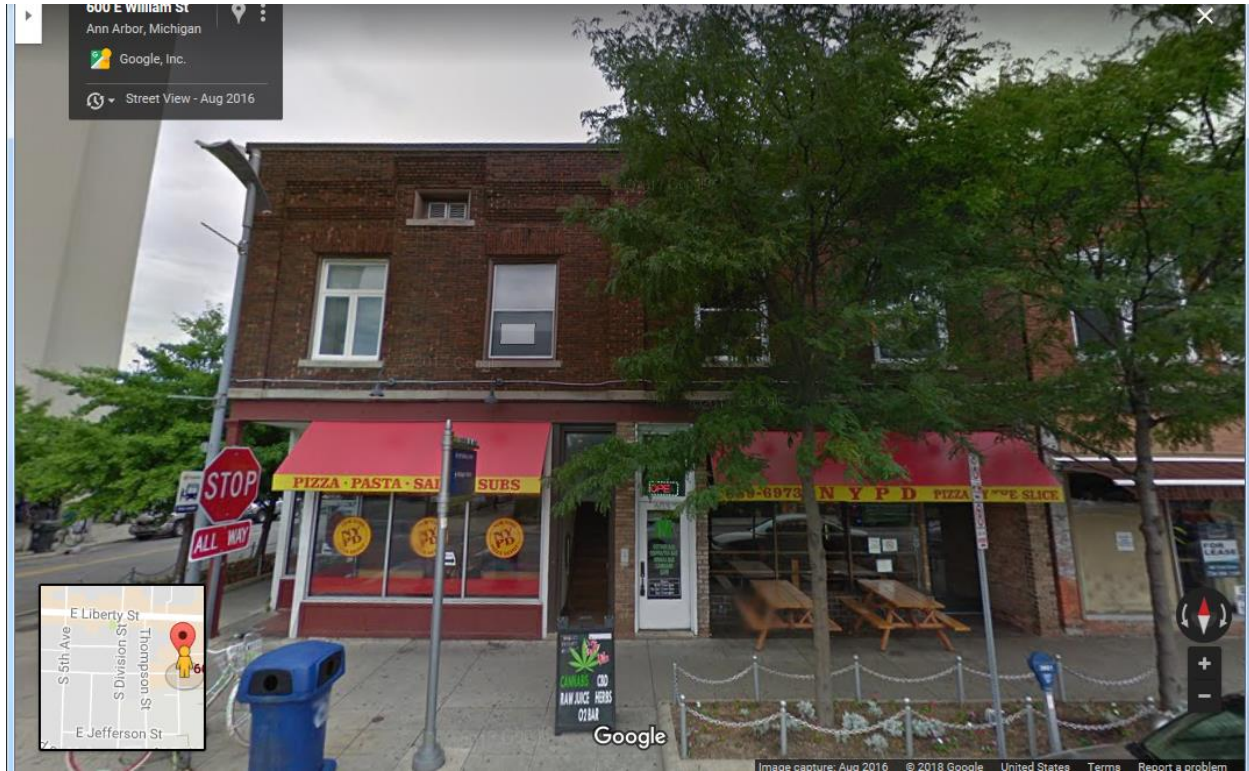
Attachments: Zoning/Parcel Maps  
Aerial Photo  
SEU Petition Application  
SEU Application Attachments  
Provisioning Center/School Locator Map  
Site Plan/Floor Plan

c: Petitioner: A2 Go Green Corp.  
603 E. William St.  
Ann Arbor, MI 48104

Petitioner's Agent: Robert Wanty  
Washtenaw Engineering Co.  
3526 W. Liberty, Suite 400  
Ann Arbor, MI 48103

City Attorney's Office  
Systems Planning  
File No. SEU18-002

Front of 603 E. William, August 2016 (google)



603 E William St



**Zoning Districts**

- Township Islands
- City Zoning Districts

**Railroads**

- Huron River
- Tax Parcels



Map date 1/22/2018  
 Any aerial imagery is circa 2015  
 unless otherwise noted  
 Terms of use: [www.a2gov.org/terms](http://www.a2gov.org/terms)



603 E William St



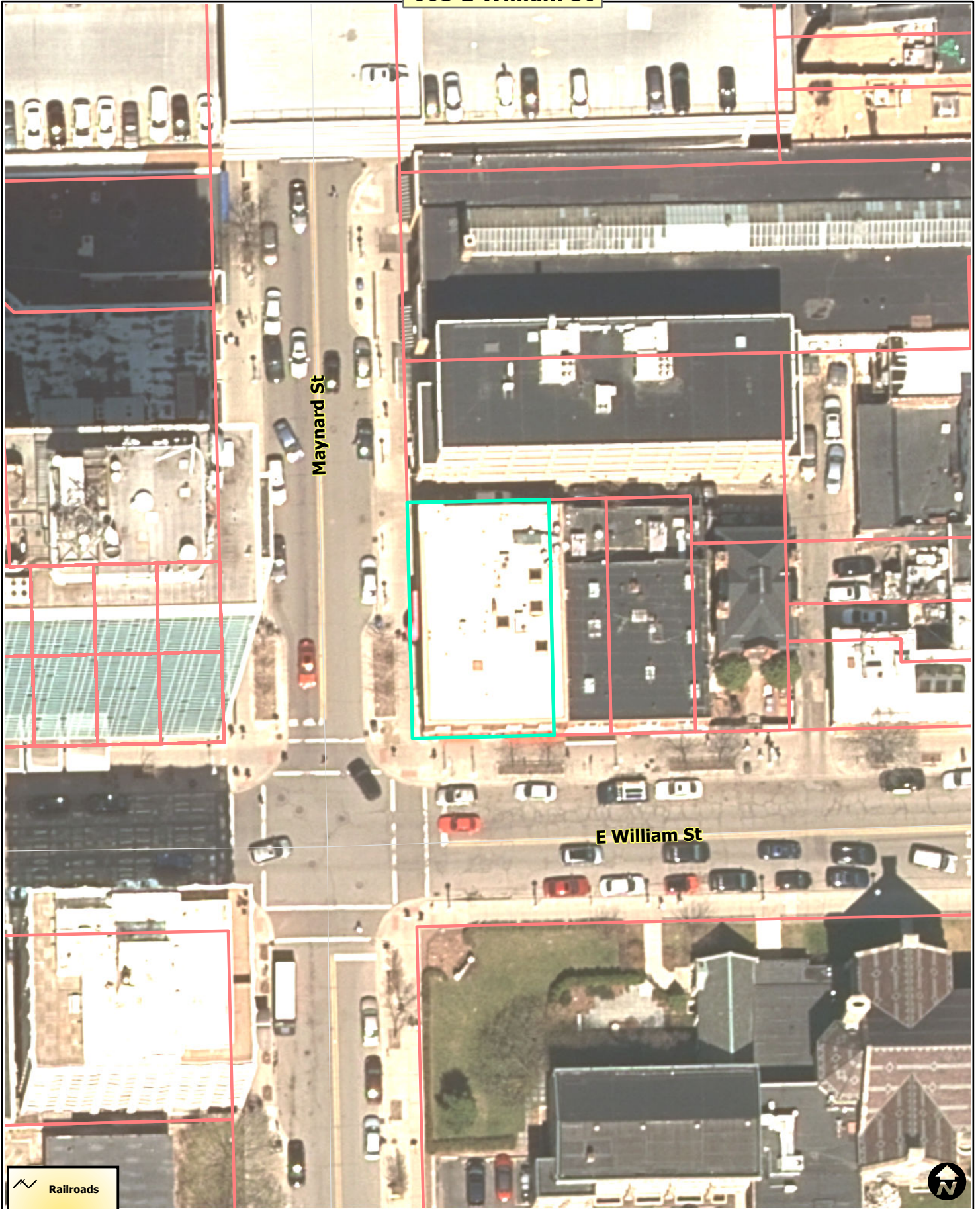
- Railroads
- Huron River
- Tax Parcels




Map date 1/22/2018  
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603 E William St



 Railroads

 Huron River

 Tax Parcels



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# City of Ann Arbor

## PLANNING & DEVELOPMENT SERVICES — PLANNING SERVICES

100 North Fifth Avenue | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647

p. 734.794.6265 | f. 734.994.8312 | [planning@a2gov.org](mailto:planning@a2gov.org)

### APPLICATION FOR SPECIAL EXCEPTION USE

See [www.a2gov.org/planning/petitions](http://www.a2gov.org/planning/petitions) for submittal requirements.

TO: Ann Arbor City Planning Commission

We, the undersigned, respectfully petition the City Planning Commission to approve this special exception use request as it relates to the property hereinafter described.

#### A. Legal Description

*(Give or attach legal description and include address of property)*

Legal Description is attached.

More Commonly Known as: 603 East William St.

Tax Item Number: 09-09-29-400-026

#### B. Petitioner Information

The petitioner(s) requesting the special exception use are: *(List petitioners' name; address; telephone number; and interest in the land; i.e., owner, land contract, option to purchase, etc.)*

A2 Go Green Corp. d/b/a Liv Wellness N Cafe

Martin Khemmoro C/O Liv Wellness N Cafe, 603 East William St., Ann Arbor, MI 48104

(248) 866-8646; Lessee

Also interested in the petition are: *(List others with legal or equitable interest)*

601 East William, L.L.C. C/O , Christopher J. Heaton, Campus Management, Inc., 337 E. Huron St.,

Ann Arbor, MI 48104; Lessor/Owner/Landlord

#### C. Use Request

The applicant requests special exception use approval to permit the following use(s): *(state intended use)*

A Medical Marijuana Provisioning Center in a D1 zoned district as allowed for by the Ann Arbor Code of

Ordinances Chapters 55, Sections 5:10.19(2)(a) and 96.

#### **D. Specific Standards**

The proposed use is allowed in accordance with the Schedule of Use Regulations, Chapter 55 (Zoning Ordinance), Section 5:10.19, Paragraph 2(a). Specify how the project meets all standards cited. Add attachment if necessary.

The site and building are existing with no new exterior work proposed at this time. The Proposed Use is allowable within the district subject to Chapter 55 Section 5:50.1 and a special exception under 5:104.

#### **E. General Standards**

The proposed use or uses shall be of such location, size and character as to be compatible with the appropriate and orderly development of the zoning district and adjacent zoning districts in which the site is situated. Please explain how and to what extent the following standards are met by the proposal:

1. Will be consistent with the general objectives of the City Master Plan.

Provisioning Centers are allowed special exception uses in the downtown (D1) zoning district. This use is consistent with the City Master Plan and the Downtown Plan objectives of maintaining mixed land uses. This use is also consistent with the location being designated as falling within the State Street shopping district, and existing as one of four major retail districts in the downtown area according to the Master Plan.

2. Will be designed, constructed, operated and maintained in a manner that is compatible with the existing and planned character of the general vicinity.

The site and building are existing and compatible with the D1 District, and the retail nature of the business (in one of four major retail districts in the downtown area) is consistent with the uses in the vicinity that are also designated as being within the State Street shopping district. The operation has existed without issue at this site for a few years and will maintain such consistency and current hours of operation to ensure continued compatibility. There is no new exterior work proposed at this time.

3. Will be consistent with the general character of the neighborhood considering population density, design, scale and bulk; and the intensity and character of activity.

The neighboring parcels are also in the D1 district and the use is consistent with those permitted in Table 5:10.19A.

The existing building and use is well-suited for the area, as has been apparent since initial construction of the building (numerous decades ago) and operation of the business (a few years) without issue.

4. Will not be detrimental to the use, peaceful enjoyment, economic value or development of neighboring property, or the neighborhood area in general.

The use is consistent with the neighboring properties as they are also primarily retail establishments, will not damage the general character of the neighborhood, and there will be no additional population density.

5. Will not have a detrimental effect on the natural environment.

The use will not have a detrimental effect on the natural environment as the site, building and use are already in existence without any such detrimental effect. There are no natural features on the site.

The location and size of the proposed use or uses, the nature and intensity of the principal use and all accessory uses, the site layout and its relation to streets giving access to it, shall be such that traffic to and from the use or uses, the assembly of persons in connection therewith, and the effect of the proposed use on public services and facilities, will not be hazardous or inconvenient to the neighborhood nor unduly conflict with the normal traffic of the neighborhood. Please explain how and to what extent the following standards are met by the proposal:

6. The location of and access to off-street parking and the safe provision for pedestrian traffic.

The site is located in the Special Parking District and does not exceed the normal maximum permitted usable floor area as outlined in Chapter 59:5.169, and therefore does not require any off-street motor vehicle parking.

7. The relationship of the proposed use to main traffic thoroughfares and to streets and road intersections.

The relationship of the proposed use to main traffic thoroughfares, streets and road intersections will not change. All traffic patterns will remain the same and consistent with the current use.

8. Vehicular turning movements in relationship to traffic flow routes.

There will be no change to vehicular turning movements or to traffic flow routes.

9. The intensity and character of traffic and parking conditions on the site and in the general area.

The site, building, and use are existing; therefore, there will be no change to traffic or parking. The site is located in a Special Parking District and does not require off-street motor vehicle parking.

10. The requirements for additional public services and facilities which will be created by the proposed use will not be detrimental to the social and economic welfare of the community.

No additional public services or facilities are required and therefore this will have no effect on the social and economic welfare of the community.



**F. Variance Information**

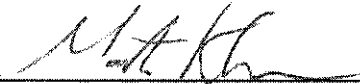
In addition to the granting of the special exception use, the following variances from City regulations will be requested:

No other variance is required or requested at this time.

Attached is a site plan of the property proposed for special exception use approval, showing boundaries of the property, the buildings, vehicular use areas, and all requirements set forth in Chapter 57 (Subdivision and Land Use Controls).

The undersigned states he/she is interested in the property as aforesaid and that the foregoing statements are true and correct to the best of his/her knowledge and belief.

Dated: 1/23/18

Signature: 

Martin Khemmor on behalf of A2 Go Green Corp.

d/b/a Liv Wellness N Cafe


603 East William St., Ann Arbor, MI 48104

*(Print name and address of petitioner)*

STATE OF MICHIGAN

COUNTY OF Washtenaw

On this 23 day of January, 2018, before me personally appeared the above named petitioner(s), who being duly sworn, say that they have read the foregoing petition and by them signed, and know the contents thereof, and that the same is true of their knowledge, except as to the matter therein stated to be upon their information and belief, and as to those matters they believe it to be true.

Signature: 

Deborah L. Moore

NOTARY PUBLIC - STATE OF MICHIGAN

COUNTY OF WASHTENAW

My Commission Expires July 22, 2020

Acting in the County of washtenaw

My Commission Expires: 7/22/2020

**LIV WELLNESS N CAFE PROVISIONING CENTER STANDARD OPERATING PROCEDURES**

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**Section I – Operations Statement**

**Products and Services Description**

We offer cured and dried marijuana flower medicine, as well as marijuana-infused products including concentrates, edibles and beverages. Our products contain a variation of active cannabinoids found in the medicine plant including, but not limited to, Tetrahydrocannabinol (THC) and Cannabidiol (CBD).

**Product Life-Cycle Management**

Marijuana flower medicine is placed in a twenty-one (21 oz.) ounce glass and airtight medical canister. To maintain life-cycle variables such as humidity and moisture, a sanitary ceramic device called "Hydration Stone", or a paper humidicant device called "2-Way Humidity Control Pack" by Boveda, is placed inside the canister. The room temperature is then maintained at 72-74 degrees Fahrenheit or 22.22-23.33 degrees Celsius to prevent dryness or decrease of potency. Vendors are required to place nutritional facts, manufactured date, and expiration date or best by date on all products.

**Testing and Quality Control**

Marijuana products are all tested by a certified and competent testing facility for contaminants, harmful substances, compound variations, and potency levels prior to showcasing for purchase

and ultimately leaving the site. Once licensing occurs, only licensed facilities will be used for this purpose.

**Company-Approved Marijuana Testing Facilities**

**IRON LABORATORIES**

1825 E. West Maple

Walled Lake, MI 48390

Phone: (248) 313-9000

info@ironlaboratories.com

**PRECISION. SAFETY.**

**INNOVATION. - PSI LABS**

3970 Varsity Dr,

Ann Arbor, MI 48108

**Patient Acceptance, Authentication and Information Security**

(1) Upon entry, patients are greeted by the Patient Administration staff. Proof of registration in Medical Marijuana Program is required including, but not limited to, a valid driver license or state ID, valid and verifiable doctor certification documents, copy of cashed check or money order from State Medical Marijuana Licensing Department, and an additional piece of photo identification. These items must be presented upon entering the business.

We may sell marijuana product to a registered qualifying patient or a registered primary caregiver if the following are met:

- (a) We verify with the statewide monitoring system (METRC) that the registered qualifying patient or a registered primary caregiver holds a valid, current, unexpired, and unrevoked registry identification card.
- (b) We confirm that the registered qualifying patient or the registered primary caregiver presented his or her valid driver license or government-issued identification card that bears a photographic image of the qualifying patient or primary caregiver.
- (c) We determine, if completed, any sale will not exceed the daily purchasing limit prescribed by the State (Emergency Rule 41).
- (d) Any marijuana product that is sold pursuant to the State Rules has been tested and bears the label required for sale (Emergency Rule 39).

We may sell marijuana product to a visiting qualifying patient if all the following are met:

- (a) We verify that the visiting qualifying patient has a valid unexpired medical marijuana registry card or its equivalent issued in another state, district, territory, commonwealth, or insular possession of the United States that allows the medical use of marijuana.
- (b) We confirm that the visiting qualifying patient presented his or her valid driver license or government-issued identification card that bears a photographic image of the visiting qualifying patient.
- (c) We determine, if completed, any sale will not exceed the daily purchasing limit prescribed by the State (Emergency Rule 41).
- (d) Any marijuana product that is sold pursuant to the State Rules has been tested and bears the label required for sale (Emergency Rule 39).

(2) Patient Administrators will thoroughly analyze credentials, registration cards and State ID's (including holograms, expiration dates, validity, and other characteristics) for authentication.

(3) If approved, patients will then be provided with the company's "Patient User Agreement" for completion and agreement to Provisioning Center terms and conditions.

(4) The Patient check-in Administrator will scan all authentication documents and credentials into an encrypted and secure digital file.

(5) The Administrator will then enter all required patient data (including, but not limited to, medical marijuana identification number, expiration date, caregiver information, doctor information and contact information), purchase limit and special pricing for medical condition stage into cloud-based point of sale and patient management system. We will utilize the State required and approved METRC statewide monitoring system for integrated marijuana tracking, inventory, and verification pursuant to the MMFLA and Emergency Rules. It is also anticipated that we will utilize an additional point of sale system from an approved third-party for integration and in conjunction with METRC. This system will create processes that reach a standard meeting or exceeding the requirements set forth by the State.



### **Medicine Dispensing**

When a Patient Aid is available, the patient will be escorted into a coded-lock and secure medicine dispensing room, and begin his/her visit. The patient is guided in choosing his/her medication or is served as suggested by their caregiver, physician, or guide. The purchase will be processed through company point of sale system, which will utilize the State required and approved METRC statewide monitoring system.

We will verify in the statewide monitoring system before a sale of marijuana product to a registered qualifying patient or registered primary caregiver that the sale will not exceed the daily purchasing limit as follows:

- (a) For a registered qualifying patient, an amount of marijuana product that does not, in total, exceed 2.5 ounces per day.
- (b) For a registered primary caregiver, an amount of marijuana product that does not, in total, exceed 2.5 ounces per day for each registered qualifying patient with whom he or she is connected through the department's registration process.

Medicine provided to patient in a labeled, childproof, locked canister, sealed in a paper bag or advised to be placed in the patient lockbox for legal transport.

Prior to marijuana product being sold, the container, bag, or product holding the marijuana product will have a label and be sealed with all the following information:

- (a) The name of the licensee and license number that is the producer, including business or trade name, and tag or source number as assigned by the statewide monitoring system.
- (b) The name of the licensee and license number including business or trade name of licensee that packaged the product, if different from the processor of the marijuana product.
- (c) The unique identification number for the package or the harvest, if applicable.
- (d) Date of harvest.
- (e) Name of strain.
- (f) Net weight in United States customary and metric units.
- (g) Concentration of THC or CBD.
- (h) Activation time expressed in words or through a pictogram.

(i) Name of the safety compliance facility that performed any test, any associated test batch number, and any test analysis date.

(j) Universal symbol published by the department.

(k) A warning that states all the following:

(i) "For use by registered qualifying patients only. Keep out of reach of children."

(ii) "It is illegal to drive a motor vehicle while under the influence of marijuana."

(See label below)

Jill Jones MMMP # 123456789	Date: 1/1/18	
1 Gram - Strain: Cannatonic # 4 - Hybrid	Packaged By: KAM301	
CAREGIVER # 12345	BATCH # 123456	TEST # 01234
Liv Wellness- 603 E. William Street Ann Arbor MI 48104 734-780-7018		
WARNING: THIS PRODUCT CONTAINS MARIJUANA AND IS INTENDED FOR REGISTERED QUALIFYING PATIENTS MEDICAL USE ONLY. KEEP OUT OF REACH OF CHILDREN. UNLAWFUL TO REDISTRIBUTE. <i>Do not operate heavy equipment or any motor vehicle while under the influence of Medical Marijuana. It is illegal to drive a motor vehicle while under the influence of marijuana.</i>		

### **Inventory Control and Tracking**

New inventory entering the facility undergoes a screening and verification process including, but not limited to, viewing of the test results, visual and physical inspection under a magnifying device.

Product is now checked-in manually on a "Product Check-In" log. The name, test results, description and quantity are checked and then entered into the company's inventory management system, which includes tracking, cultivation batch data, packaging number, and an internal custom tracking number. All medicine checked in or out requires manager signature and employee signature. When available, we will utilize the State required and approved METRC statewide monitoring system for integrated marijuana tracking, inventory, and verification pursuant to the MMFLA and Emergency Rules. It is also anticipated that we will utilize an additional point of sale system from an approved third-party for integration and in conjunction with METRC. This system will create processes that reach a standard meeting or exceeding the requirements set forth by the State.

Marijuana product that is to be destroyed or is considered waste will be rendered into an unusable and unrecognizable form and recorded in the statewide monitoring system. We will not sell marijuana waste or marijuana products that are to be destroyed, or that the State's department orders destroyed.

**Cash Handling and Security**

To ensure the security of our staff, error avoidance, and accounting and finance management, cash from each dispensing station is reduced to \$100.00 at each shift change or a minimum of twice daily. Cash is placed in an electronic-coded safe in a locked electronic-coded entry room only accessible by management/owner. Management obtains this cash daily for deliverance to corporate post-closing.

**Product Storage and Safety**

All inventory of marijuana products is stored in a secured restricted access area, and identified and tracked consistently with the statewide monitoring system under applicable State laws and rules. A steel manual combination-coded and key entry commercial safe container is used to store the stock flower, edibles, concentrates, and other marijuana products. The safe container remains locked at all times, in a locked room, only accessible to management/owner by an individually assigned access code. Data on time and individual accessing the medicine is recorded per "Check-In/Check-Out" document. A sensor that records times opened and closed provides data that is used to match with the Check-In/Check-Out sheet. The room is monitored via surveillance cameras by corporate-staffed security offsite.

All marijuana products for sale are stored behind a counter or other barrier separated from stock rooms.

**Human Resources and Staffing**

All staff are required to be registered medical marijuana patients or caregivers. A file for all employees is maintained and monitored for expiration dates and certification validity. All staff are W2 employees with applicable City, State, and Federal withholding, or independent

contractors providing contractual services and receiving a 1099. Employees are paid by check on a bi-weekly basis accompanied with a check stub and reporting.

All employees who will not be administering or serving patient medicine are screened with thorough interviews and requirements such as educational background in medical industry, current academics and study, criminal background checks, references, and case-by-case credit checks.

No past or future felonies or drug related convictions are permitted for an individual employed at the company, except possibly for convictions that are related to any substance used in a manner of healing or spiritual practice.

### **Employee Staffing Requirements**

- Valid medical marijuana registry certification
- Valid driver license
- Satisfactory background and possibly credit check
- Executed Patient User Agreement
- 90-day recurring reviews
- Educational assignments related to use, qualifying conditions, and how best to assist patients.
- Proficient in marijuana types, uses, and qualifying medical conditions.

The company will conduct a criminal history background check on any prospective employee prior to hiring that individual. The company will keep records of the results of the criminal history background checks. The company will record confirmation of criminal history background checks and make the confirmation of criminal history background checks available for inspection upon request by the State's department or authorized persons.

To ensure the safety, security, and integrity of our operations, we will comply with all of the following:

- (a) We will have a policy in place that requires employees to report any new or pending charges or convictions. If an employee is charged or convicted for a controlled substance-



related felony or any other felony we will report it immediately to the applicable department of the State.

(b) We will enter any employee at the time of hire in the statewide monitoring system for an identification number that will be assigned by the State's department in the statewide monitoring system. We will immediately update employee information and status in the statewide monitoring system.

(c) If an employee is no longer employed, we will remove access and permissions to the facility and the statewide monitoring system.

(d) We will train employees and have an employee training manual that includes, but is not limited to, employee safety procedures, employee guidelines, security protocol, and educational training including, but not limited to, marijuana product information, dosage and daily limits, or educational materials.

(e) We will establish point of sale procedures for employees performing any sales to registered qualifying patients and registered primary caregivers. The qualifications and restrictions will include, but are not limited to, training in dosage, marijuana product information, health or educational materials, point of sale training, daily purchasing limits, CBD and THC information, serving size, and consumption information including any warnings.

(f) We will screen prospective employees against a list of excluded employees based on a report or investigation maintained by the State's department in the statewide monitoring system.

For purposes of these guidelines, "employee" includes, but is not limited to, hourly employees, contract employees, trainees, or any other person given any type of employee credentials or authorized access to our facility.

## **Section 2 – Floor Plan**

See Attachment – Floor Plan

(9) We keep surveillance recordings for a minimum of 14 days, except for in instances of investigation or inspection by the State's department, through its investigators, agents, auditors, or the state police, in which case we will retain the recordings until such time as the State's department notifies us that the recordings may be destroyed.

(10) The video surveillance system will be equipped with a failure notification system that provides notification of any interruption or failure of the video surveillance system or video surveillance system storage device.

(11) We will maintain a log of the recordings, which includes all of the following:

- (a) The identities of the employee or employees responsible for monitoring the video surveillance system.
- (b) The identity of the employee who removed the recording from the video surveillance system storage device and the time and date removed.
- (c) The identity of the employee who destroyed any recording.

Current Security Ecosystem:

- (a) Security plan and operations include daily monitoring of camera systems, alarm system encompassing open/close/burglar sensors on all windows and doors except for kitchen and bathroom doors.
- (b) All rooms containing medicine and/or cash are secured at all times by an electronic auto-lock specifically assigned number entry codes to each person permitted to access medicine and/or cash
- (c) 16 Surveillance Cameras (2 cameras over each dispensing station (8 total cameras), 3 cameras in reception area, 1 camera in the stairwell, 1 camera outside unit in front of door, 1 camera in the safe room where containers are kept, 1 camera in the preparation room, and 1 camera in the corridor hallway).
- (d) Alarm consists of three door contacts and four motion detectors.
- (e) Alarm system is monitored 24/7 by contracted company.
- (f) Managers monitor cameras during the day.
- (g) Corporate security monitors cameras during the day offsite through cloud-based viewing.
- (h) Specifically assigned entry code locks used on doors containing medicine and/or cash that is different from standard entry doors.

- (i) All doors leading outside remain accessible for fire or evacuation during business hours.
- (j) Camera recordings are maintained for 10 days before deleted automatically (this will be modified to a minimum of 14 days).
- (k) Camera system physical DVR and unit accessible only to owner in a locked office and is password protected.
- (l) Medicine is stored in a locked room, within a locked steel safe overnight. 2 security points.
- (m) Cash is stored in a locked room, in an electronic-coded entry safe. 2 security points.

It is priority of the company to maintain continued development of Security, Safety and Surveillance plan with updated security tools, technology and personnel.

## **Section 4 – Odor Control Plan**

Marijuana Flower is placed in twenty-one (21oz.) ounce glass air-tight medical canisters. Concentrates, edibles, and other marijuana products are contained in enclosed glass showcases or refrigerators that maximize odor containment. Additionally, company uses third-party provider of natural scent air blower, which is changed every 15-30 days depending on power level set on blower. Two (2) new cartridges are mailed to facility monthly. The company chose to incur this recurring cost of \$150.00 per month since initial opening to ensure maximizing containment of odor. We believe this has successfully contained odor avoiding intrusion on neighboring parcels.

Scent Air Technologies  
Sebrina Carter  
3810 Shutterfly Rd.  
Charlotte, NC 28217  
888.336.9731  
844.712.4306  
customer@scentair.com

We also utilize door stoppers at the top and bottom of the rear access door to further contain any potential odor. We have operated in this location for a few years and have not received any comments or complaints regarding operation and/or odor.

We will comply with any future laws or rules regarding order containment in a medical marijuana facility that are promulgated by the State and/or the municipality.

## **Section 5 – Marijuana Waste Disposal Plan**

Medicine including dried marijuana, concentrates, edibles, cartridges and non-needle syringes that are deemed unusable, or need to be disposed of, shall be done so under the medical disposal practices in medical facilities using a "MEDICAL DISPOSAL BIN".

This shall protect any portion of unused marijuana from being obtained or ingested by any non-qualifying person or animal. Currently items deemed unusable, unsanitary, or disposable are placed in separate trash bags and disposed of in a locked waste container outside of the premises, then picked up at traditional dumpster pick-up times. Medical Marijuana Disposal Service companies are being explored at this time to provide bins and recurring pick-up for composting or incinerating.

We will manage all waste that is hazardous waste pursuant to part 111 of 1994 PA 451, MCL §§ 324.11101 to 324.90106. We will dispose of marijuana product waste in a secured waste receptacle using one (1) or more of the following:

- (a) A manned and permitted solid waste landfill.
- (b) A manned compostable materials operation or facility.
- (c) An in-vessel digester.
- (d) In a manner in compliance with applicable State and local laws and regulations.

## **Section 6 – Days and Hours of Operations**

The proposed days and hours of operation for the facility is as follows:

Sunday through Saturday – 10 am to 10:30 pm

Employees are expected to be present at the facility one hour prior to opening and one hour after closing of the facility daily for preparation, maintenance, closing, and reporting functions.

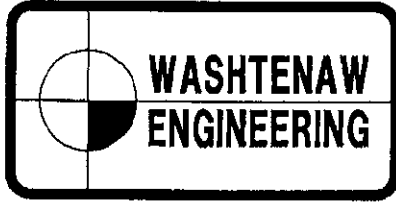
Exceptions for the following holidays on which the facility may be closed:

Independence Day, Thanksgiving Day, Christmas Day, New Year's Day

# LIV CAFE

## 603 E. WILLIAM ST.

FILE NO. 10450  
JOB NO. 32368  
PREPARED BY:



CIVIL ENGINEERS  
PLANNERS \* SURVEYORS  
LANDSCAPE ARCHITECTS  
3526 W. LIBERTY RD  
SUITE 400  
ANN ARBOR, MI 48103  
TEL. 734-761-8800  
FAX. 734-761-9530  
WASHTENAWENGINEERING.COM

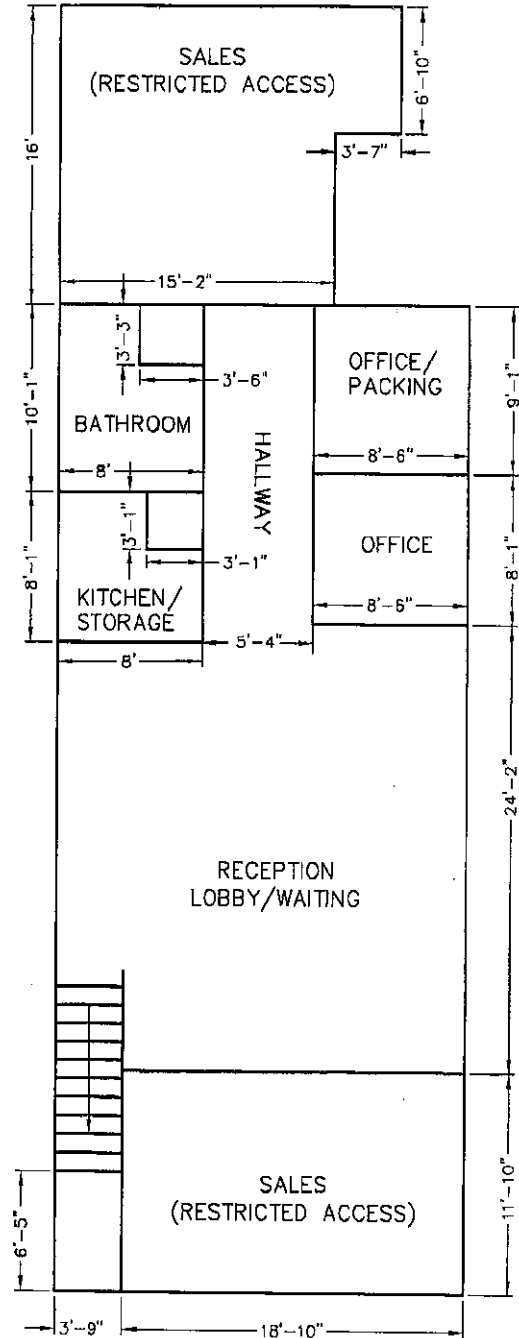
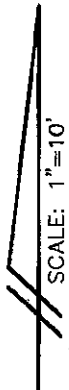
PREPARED FOR:

### A2 GO GREEN CORP D/B/A/ LIV WELLNESS AND CAFE

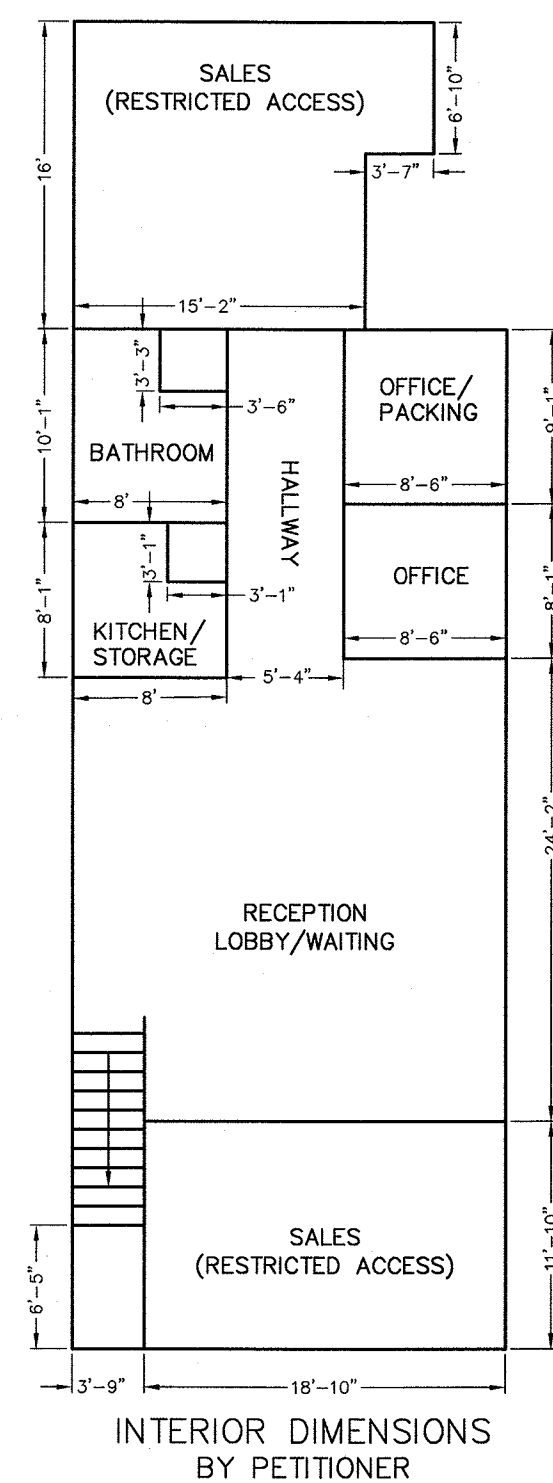
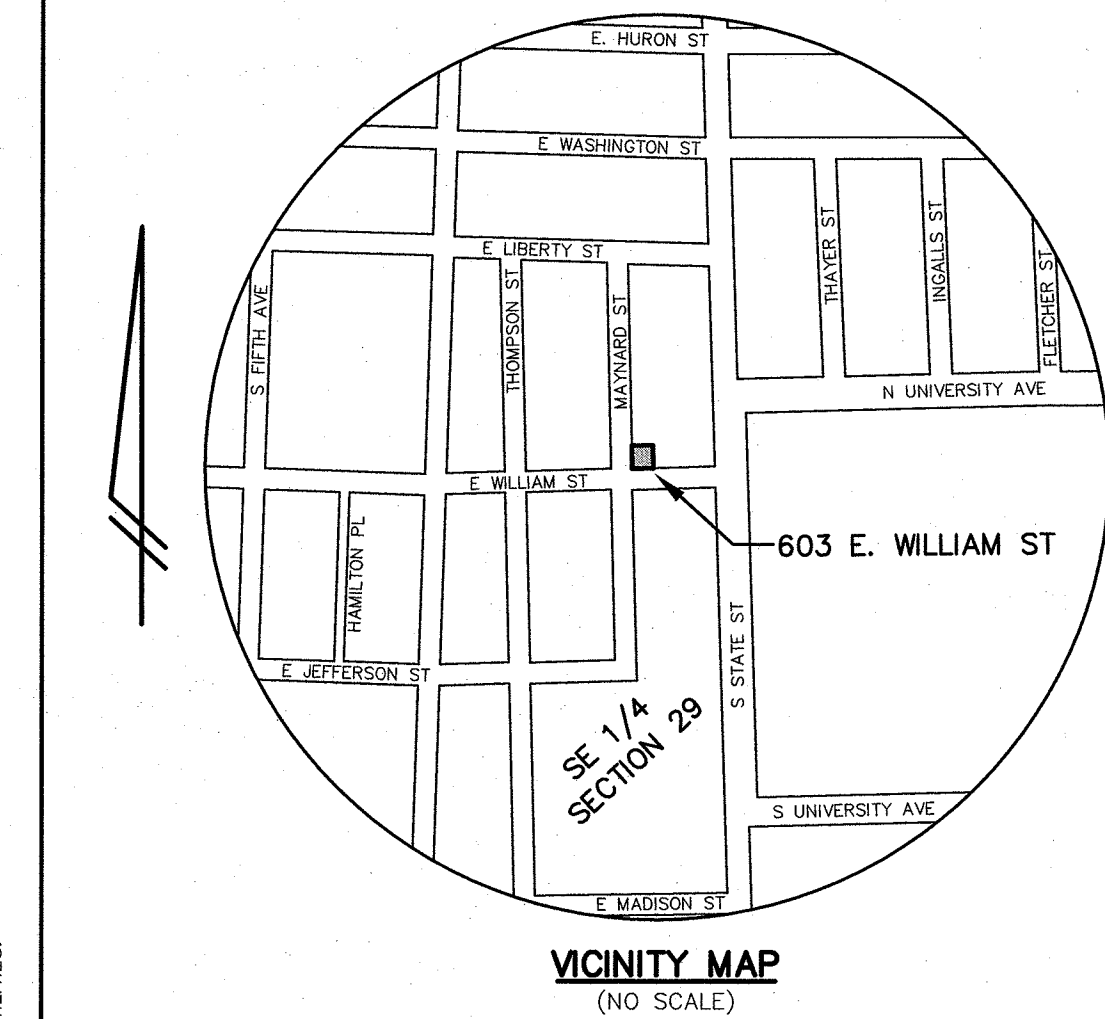
603 E. WILLIAM STREET  
ANN ARBOR, MI 48104  
TEL 248-302-7740  
[www.CAFELIV.COM](http://www.CAFELIV.COM)

**NOTE:**

INTERIOR DIMENSIONS  
PROVIDED BY PETITIONER

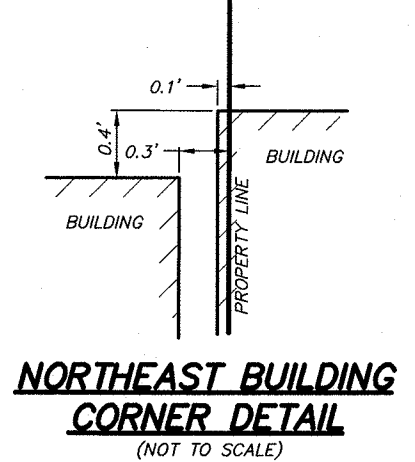
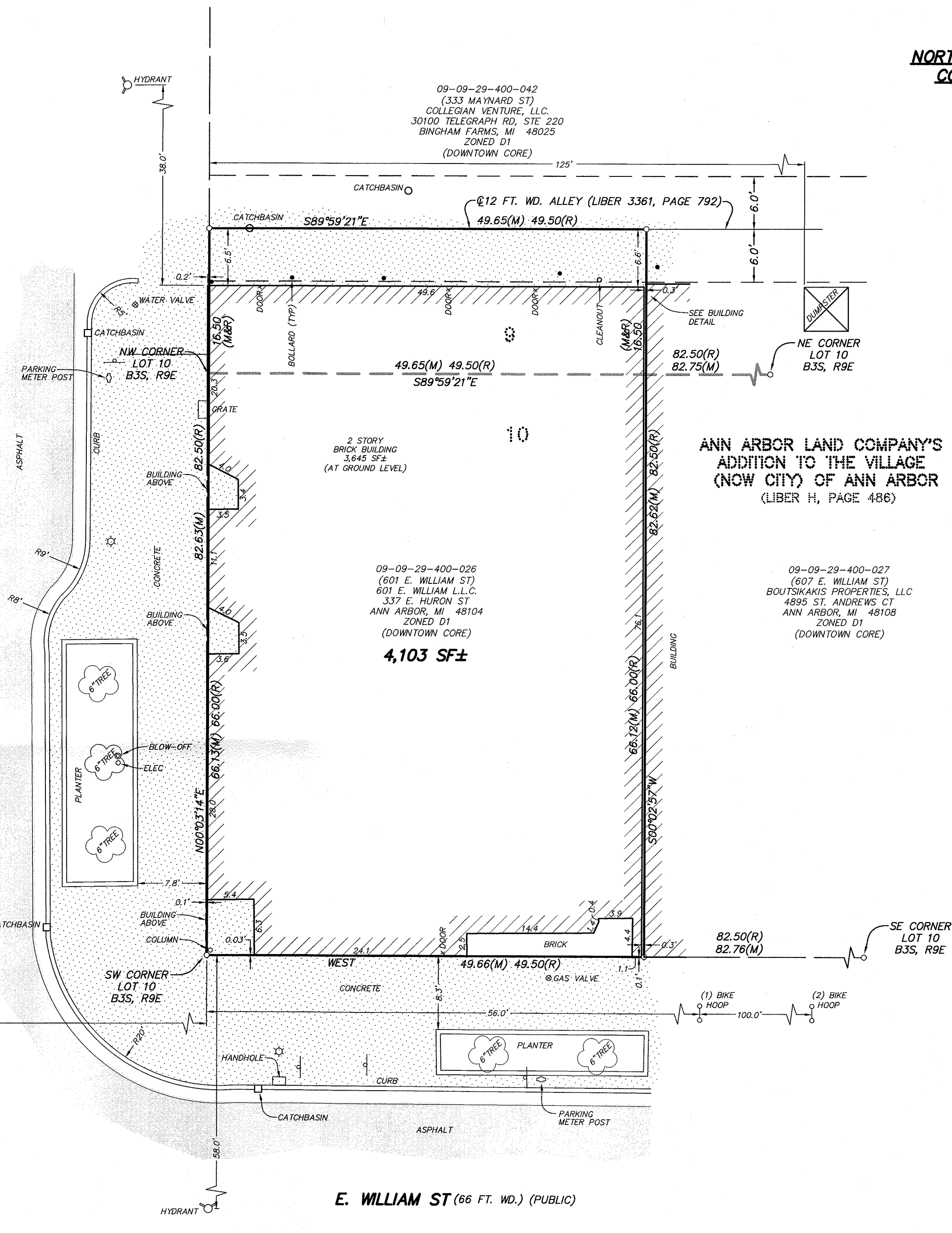


THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING RECORDS. THE SURVEYOR MAKES NO GUARANTEE AS TO THE ACCURACY OF THE INFORMATION PROVIDED. THE SURVEYOR DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED. THE SURVEYOR DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED. THE SURVEYOR DOES NOT WARRANT THE ACCURACY OF THE INFORMATION PROVIDED.



**SURVEYED DESCRIPTION**  
 BEGINNING at the Southwest corner of Lot 10, Block 3 South, Range 9 East, Ann Arbor Land Company's Addition to the Village (now City) of Ann Arbor as recorded in Liber H, Page 486, Washtenaw County Records; thence N00°03'14"E 82.63 feet along the Easterly right-of-way line of Maynard Street; thence S89°59'21"E 49.65 feet (recorded as 49.50 feet) along the Northerly line of the Southerly 16.50 feet of Lot 9 of said Block 3 South, Range 9 East; thence S00°02'57"W 82.62 feet; thence WEST 49.66 feet (recorded as 49.50 feet) along the Northerly right-of-way line of East William Street to the Point of Beginning. Being a part of the Southerly 16.50 feet of Lot 9 and a part of Lot 10, Block 3 South, Range 9 East, Ann Arbor Land Company's Addition to the Village (now City) of Ann Arbor, Section 29, T2S, R6E, City of Ann Arbor, Washtenaw County, Michigan as recorded in Liber H, Page 486, Washtenaw County Records and containing 4,103 square feet of land, more or less. Being subject to easements and restrictions of record, if any.

**DESCRIPTION (ABSOLUTE TITLE COMPANY FILE NO. 83656)**  
 Commencing at the Southwest corner of Block 3 South of Huron Street, Range 9 East, Ann Arbor Land Company's Addition to the Village (now City) of Ann Arbor, as recorded in Liber H of Deeds, Page 486, Washtenaw County Records; thence East on the South line of said Block three rods; thence North parallel with the west line of said Block five rods; thence West parallel with the South line of said Block three rods to the West line of said Block; thence South on the West line of said Block to the Place of Beginning; being a part of Lots 9 and 10, Block 3 South of Huron Street, Range 9 East, Ann Arbor Land Company's Addition to the Village (now City) of Ann Arbor; also the right and privilege of an alley in common over a strip of land six feet wide next adjoining said land above described to the North; excepting and reserving the right and privilege of an alley in common over the North six feet in width of the land above conveyed, such alley to be twelve feet wide in the clear, the center line thereof to be five rods North of the South line of said Block; to be used for common use of the owner and occupants of land along either side, or at the East end thereof.



**CERTIFICATION**  
 To 601 E. William, L.L.C., a Michigan limited liability company, Betty E. Schott, Trustee under the Betty E. Schott Trust Agreement dated November 20, 1987, Linda L. Ward, now known as Linda L. Smith, Christine E. Ward, now known as Christine E. Krause, James H. Ward, A2 Go Green Corporation and The City of Ann Arbor.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS. The field work was completed on January 8, 2018.

Date of Plat or Map: January 8, 2018

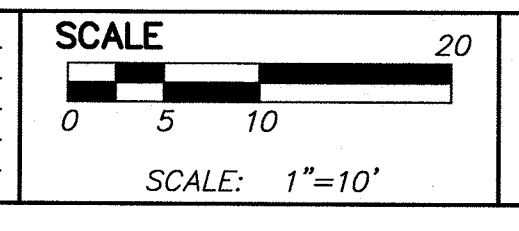
Thomas L. Sutherland, P.S.  
 Michigan No. 24620



<b>LEGEND</b>	<ul style="list-style-type: none"> <li>○ = LIGHT POLE</li> <li>□ = UTILITY POLE</li> <li>● = GUY ANCHOR</li> <li>⊕ = HYDRANT</li> <li>○ = SPOT ELEV.</li> <li>⊖ = POST</li> <li>⊕ = GATE VALVE</li> <li>⊖ = SIGN</li> <li>(M) = MEASURED</li> <li>(R) = RECORDED</li> <li>○ = MANHOLE</li> <li>○ = CATCHBASIN</li> <li>( ) = END SECTION</li> <li>--- = GRAVEL</li> <li>--- = CONCRETE</li> <li>--- = ASPHALT</li> <li>--- = EXISTING STORM</li> <li>--- = EXISTING SANITARY</li> <li>--- = EXISTING WATER</li> <li>--- = EXISTING GAS</li> <li>--- = EXISTING ELECTRIC</li> <li>--- = EXISTING TELEPHONE</li> </ul>
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<b>BENCHMARK</b>	<ul style="list-style-type: none"> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> <li>--- =</li> </ul>
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<b>REVISIONS</b>	<ul style="list-style-type: none"> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> <li>---</li> </ul>
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**WASHTENAW ENGINEERING**

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 LANDSCAPE ARCHITECTS  
 3526 W. LIBERTY RD  
 ANN ARBOR, MI 48103  
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 WWW.WASHTENAWENGINEERING.COM

**ALTA/NSPS  
 LAND TITLE SURVEY**

**LIV CAFE**  
 603 E. WILLIAM ST  
 ANN ARBOR, MI 48104  
 TEL. 248-302-7740

CLIENT

PROJECT

**09-09-29-400-026**  
**603 E. WILLIAM ST**

SHEET

SECTION 29 TOWN 2 SOUTH RANGE 6 EAST

CITY OF ANN ARBOR  
 WASHTENAW COUNTY - MICHIGAN

DATE 7-8-18 JOB NO. 32368  
 DWG NO. 32368  
 FIELD BOOK NONE  
 FILE NO. 10451

811

Know what's below.  
 Call before you dig.

**C2**

SHEET

SCALE: 1"=10'