

**PLANNING AND DEVELOPMENT SERVICES STAFF REPORT**

**For Planning Commission Meeting of June 5, 2018**

**SUBJECT: 3152 Packard Special Exception Use and Site Plan (3152 Packard Road)  
File No. SEU18-008**

**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 3152 Packard Special Exception Use for a medical marijuana Provisioning Center. This approval is based on the following findings:

1. The proposed use will be consistent with the C2B Business Service 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. Packard Road 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 1,150 square feet of the entire building.
4. The petitioner will install a minimum of one class B bicycle parking space, as shown on sheet C3 of the plan set. The bicycle parking space must be installed by August 30, 2018.

5. The petitioner will repair or replace the failing sections of privacy fence on the rear lot line, and remove all uncontained trash from the rear yard by July 1, 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 south side of Packard Road, east of Creek Drive and west of LaSalle Drive. It also front St. Aubin Avenue, which is a public street that provides parking for nearby businesses. It is in the Swift Run subwatershed, and Ward 3.

### DESCRIPTION OF PETITION

The petitioner seeks special exception use approval to operate a medical marijuana provisioning center in an existing building zoned C2B Business Service District. Per the Zoning Ordinance, Chapter 55, C2B zoning allows medical marijuana provisioning centers with special exception use approval.

The 6,998 square foot site contains a 2,291 square foot, single-story retail building constructed between 1950 and 1960 . The provisioning center occupies one half of the building, and is approximately 1150 square feet. No changes to the site are proposed by the petitioner.

### SURROUNDING LAND USES AND ZONING

	LAND USE	ZONING
NORTH	Preschool, office	O Office District
EAST	Mixed retail	C2B Business Service District
SOUTH	Single family residences	R1C Single Family Dwelling District
WEST	Retail/restaurant	C2B Business Service District

## HISTORY

Looking at this block of Packard between Creek Drive and LaSalle Drive, a 1947 aerial photo shows the area as a large farm. In 1960, 3152 Packard and its neighbor to the east are present, but as yet there are no other commercial buildings. The western half of the commercial block was built out by 1966, including the St. Aubin parking lot, and the eastern half by 1979. More recently, a certificate of occupancy was issued to the previous tenant, Packard Pharmacy, in 2016.

## PLANNING BACKGROUND

The C2B Business Service 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 1000 feet from any K-12 school. It is across the street from May's Bilingual Preschool.

The *Master Plan Land Use Element* recommends a future land use of *commercial* for this South Area site and other parcels on the block with frontage on the south side of Packard.

## 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.

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

Compatibility with the general vicinity: This block fronting Packard has a great variety of uses, including retail (grocery, merchandise) restaurants, health care, barber, and dry cleaning services.

Consistent with the neighborhood and not detrimental: The intensity and character of the business is compatible with neighboring businesses. There are single-family homes immediately behind this lot, which will require increased vigilance by the business owner to address odor control and insuring that no marijuana is consumed on the site.

Parking: The site has no formally defined parking spaces. Behind the building is a large area of asphalt suitable for employee parking. St. Aubin provides eight public parking spaces immediately in front of this building, and many more in the remainder of the lot. This parking is convenient to customers and functions adequately to meet parking requirements.

One class B bicycle parking space is required. The petition states that four class C spaces are located in front of the building, but the rack is clearly intended for use by the bicycle shop next door since it is facing away from this building. Conditions of the petition require the installation of at least one class B covered bicycle parking space behind the building for employee use. The area behind the building is paved and has access from a paved alley.

Pedestrian Safety: The public sidewalk immediately in front of 3152 Packard (abutting this site along St. Aubin) looks cracked, but it was determined by the Sidewalk Program in 2016 that it didn't meet their criteria for needing replacement (based on vertical deflection between the slabs). Concrete is not based solely on the basis that it is cracked, since that alone doesn't mean the sidewalk is failed. Pedestrian circulation around the site is good.

Vehicular movement and traffic: The vehicle trips generated by a provisioning center are consistent with general retail uses found in the C2B district, and surrounding land uses along Packard. This retail center has good access to and from Packard via St. Aubin Street.

Natural Features: There are no natural features on the site.

*Additional required Medical Marijuana SEU information:*

Operations Plan: The attached plan describes deliveries, daily procedures, patient processing, sales, and more.

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 petition's plan describes training, security mechanisms, risk reduction, and more.

Odor Control: Lack of odor control is the most frequent complaint heard by staff about provisioning centers. This petition describes controlling odors through monitoring temperature and humidity levels, and maintaining HEPA filters on the HVAC system.

Waste Disposal: Medical marijuana waste will be stored securely on site, and transported to a landfill or compost facility approved by the state.

Hours of Operations: Monday through Saturday 11am to 7pm; Sunday 12pm-5pm.

## DEPARTMENT COMMENTS

Engineering: Hydrant coverage is met for this site.

Planning: The petitioner proposes to install a class B bicycle parking space to the east of the front door, under the existing awning. A new concrete pad will be poured next to the existing paved walk.

Staff recently received a request from a neighbor to have the fence along the rear property line repaired (sections are falling into the neighbor's yard) or replaced, and also to have loose trash near the fence cleaned up to prevent it from entering his yard. Staff has relayed this request to the petitioner, and included it as a condition of approval.

Prepared by Brett Lenart/Jill Thacher

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

c:   Petitioner:       HuronView  
                          3152 Packard Rd  
                          Ann Arbor, MI 48108

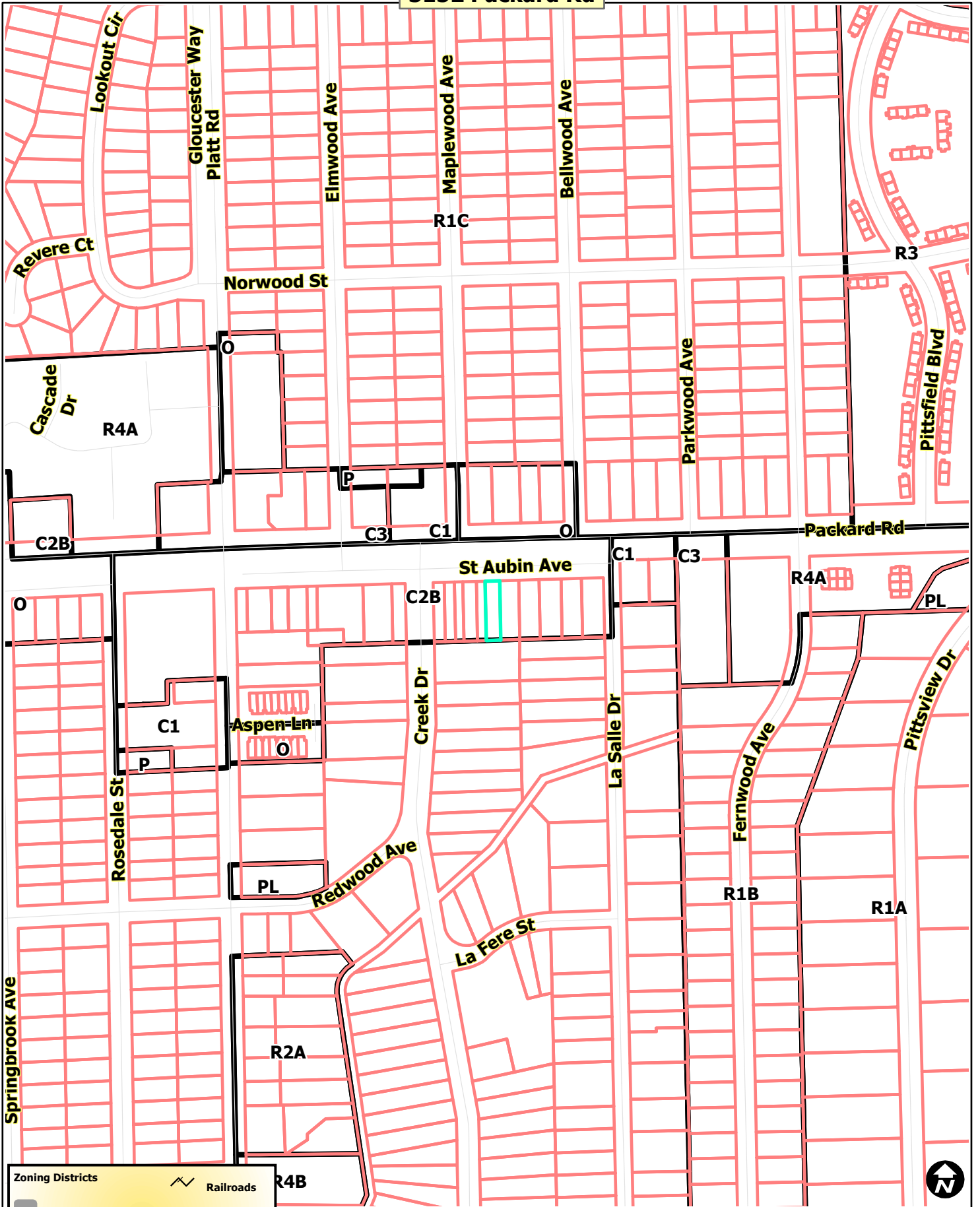
                  Petitioner's Agent:       Phillip E. Hamilton

City Attorney's Office  
Systems Planning  
File No. SEU18-008

3152 Packard Rd, April 2018



**3152 Packard Rd**



	Zoning Districts		Railroads
	Township Islands		Huron River
	City Zoning Districts		Tax Parcels



Map date 2/6/2018  
 Any aerial imagery is circa 2015 unless otherwise noted  
 Terms of use: [www.a2gov.org/terms](http://www.a2gov.org/terms)





# 3152 Packard Rd



- Railroads
- Huron River
- Tax Parcels

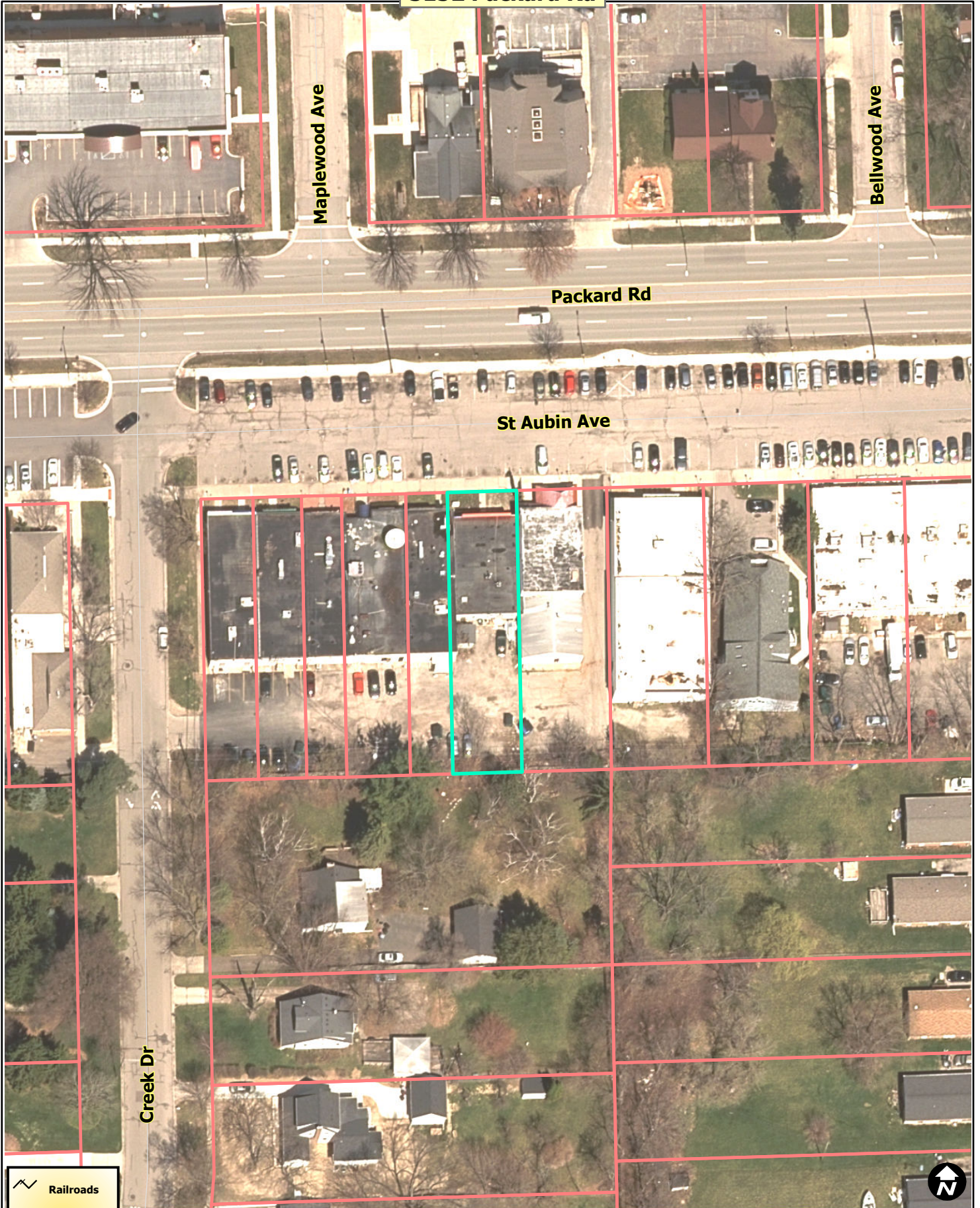





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3152 Packard Rd



 Railroads  
 Huron River  
 Tax Parcels



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# City of Ann Arbor

**PLANNING & DEVELOPMENT SERVICES — PLANNING SERVICES**  
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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)*

Commonly Known As: 3152 Packard Street, Ann Arbor, Michigan 48108

Parcel Identification No.: 09-12-11-204-024

See attached

### **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.)*

Huron View, LLC

Christina Montague c/o Huron View, 3152 Packard St, Ann Arbor, MI 48108 734-662-9908  
Attorney: Phillip E. Hamilton 269-383-5898

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

Lusy Hasan & Golam Khan – owners of the property

### **C. Use Request**

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

A Medical Marihuana Provisioning Center in a C2B zoning district as allowed for by the Ann Arbor Code of Ordinances Chapters 55, Section

5:10.15, and 96 subject to a special exception use pursuant to Section 5:104

**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. No new exterior work is being proposed at this time. The Proposed use is allowable within the C2B district subject to Chapter 55 section 5:50.1 and a special exception per 5:104 (See Attached for additional standards)

**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 special exception uses in the C2B zoning district. This will not require re-zoning and is consistent with the City 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 district. At this time, no new exterior work is being proposed.

- 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 district and the uses are consistent with those permitted outlined in table 5:10:19a.

- 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 retail based establishments and it will not damage the general character of the neighborhood, and there will be no additional population density added to the area, as it is not a residential project

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

The site and building are pre-existing, thus having no detrimental effect on the natural environment.

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 shared parking and does not exceed the normal maximum permitted useable for parcels as outlined and therefore no additional vehicle parking required.

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

Existing driveways are present, as such there will be no proposed use changes. The relationship will remain constant.

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

There will be no changes to vehicular turning movements and no change to traffic flow routes. Parking lot access directly on to Packard.

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

The intensity and character of traffic and parking conditions will remain consistent with the current uses of the parcel

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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 need for additional public services.

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**F. Variance Information**

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

There is no need for additional variances.

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Attached is a site plan of the property proposed for special exception use approval, showing the



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: 1-25-18

Signature: *P. Christina Montague*  
3152 Packard Rd  
Ann Arbor, MI 48108

(Print name and address of petitioner)

STATE OF MICHIGAN

COUNTY OF WASHTENAW

On this 25<sup>th</sup> 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: *Andrea N. Reid*

ANDREA N. REID  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF WASHTENAW  
MY COMMISSION EXPIRES Nov 28, 2020  
ACTING IN COUNTY OF

My Commission Expires: 20 NOV. 2020

## SECTION 1: Operations

### **Inventory Purchases:**

All inventory will be transferred from State of Michigan licensed Processors and Cultivators and received from a secured transporter. These transfers are then manually entered into METRC by the facility Manager using our POS of our licensed facility which has been verified to integrate with METRC. A purchase order will be created and will include all quantity details, sku #, and test results of products received. All delivery details including, delivery date and time will be included in said purchase order.

### Product categories:

- Flower
- Edibles
- Concentrates
- Misc. (non-marijuana items)
- Pre-rolls
- Tinctures
- Topicals
- Vaporizers Oil/Cartridges
- Vaporizers

### **Inventory Tracking:**

1. intake procedure- Items are to be received and examined immediately for damaged packaging, defective inventory, poor or non-compliant labeling, expiration date, test results inclusion and any other physical/visual defects. All items that are deemed to be damaged or fall with any of the criteria previously mentioned shall be refused or revoked and returned directly to said vendor.

2. transferring inventory to storage- All approved items received shall be securely transported to the restricted access storage area by the intake area by manager. Both locations are under 24-hr video surveillance, key pad protected, and restricted to staff and the public.

3. Inventory stocked at Sales Station / Consultation Counters- Inventory will be stocked by manager or Intake Representative, or Consultation Counter Rep. Product refills are identified by a report provided by our evening audit assistant (based on product availability and usage) and logged and updated by Center manager into our system.

### **Deliveries**

Deliveries shall be received from a verified company or state licensed cultivator or processor will be scheduled and received in a secure location, that has limited staff access, no public access and is under surveillance 24-hrs per day.

**Inventory sold** - (Please see Patient Procedures)

### **Receivables Management-**

All registers begin with a predetermined daily amount of currency. Currency is secured on a reoccurring basis and happens every few hours. The funds are counted, recorded and balanced against the sales register receipt based on that till. Next funds are secured in the safe by the facility manager and a new till with the predetermined amount cash is then disbursed to the representative and the existing till is then restocked with the predetermined amount for the day and the process continues.

### **Daily Opening and Closing Procedures-**

Each day begins with inventory control, where inventory counts are verified against METRC and the POS system register. Any discrepancies will be addressed and handled by the facility manager, all system glitches or outages should be reported immediately to the state. At closing, inventory should be properly stored in a secured, 24-hour video surveillance, restricted access area. The Consultation Counter should be restocked by approved staff with inventory daily. Register reconciliation should be performed at the beginning and end of each day.

### **Returns, recalls and unusable products**

Any unused product can be returned to the facility at no cost to the patient. All products deemed damaged, defective, expired, discontinued or otherwise unsafe may be recalled and will be properly disposed of per the waste disposal process discussed in the "waste removal" section.

### **Patient Process Flow:**

- 1. New Patients:** Provides current/valid: Driver's License/Passport, MMMP card & additional identification is required. Next, patients will verify patient rights and facility policies. This information is then stored in an electronic database by the intake advisor at the receptionist desk. Patients are then directed to waiting location for next available center representative to be escorted to sales/consultation center.
- 2. Returning Patients:** Provides current/valid: Driver's License/Passport, MMMP card plus additional piece identification is required. Next, patients will be checked in via electronic database by the intake advisor at the receptionist desk. Patients are then directed to



waiting location for next available center representative to be escorted to sales/consultation center.

3. Patient Consultations: After patient is escorted from the lobby to the consultation area. Patient identification is verified and ailment and qualifying condition information is gathered at this point in the process. Next the patient is educated on products that may be useful for their symptoms, daily dosage, usage, limit and product ordering if the final step.

### **Sales:**

Sale/Order is entered into state approved POS system to generate the sale, METRC should be updated as well. Patient then receives their medicine in exchange for Money. The medication is placed in a state approved sealed, non-transparent bag that is then ready for transport.

### **Tax Responsibilities:**

The system we anticipate utilizing is existo services which allows us to customize our tax categories to apply a 6% state tax on all sales of non-MJ products and an additional 3% state tax on MJ products. System can be adjusted to match the legal state rate is at the time.

### **Termination of the visit:**

Facility representative will escort patient out of the consultation area and back to the 24-hr surveillance covered lobby for departure.

### **Refusal of a Patient:**

A patient may be refused service for the following reasons: If they have reached their daily limit, becomes violent or show signs of abuse or addiction that may be detrimental to the patient, staff or other patients, their MMMP card has expired or if the patient has previously violated a facility policy/procedure or state regulation.

### **Restricted Area Access:**

The center's restricted access areas are locked and secured through electronic key-pad and will be limited to approved personnel.

### **Payroll Procedure:**

Payroll will be completed weekly, and will be performed by an outside contractor. Hours will reflect time recorded in POS system upon clocking in and out for each shift. The info is sent to secure a cloud which is then transferred to third-party company will track, monitor and create pay stubs.

## Section 2 Floor and Site Plan

Floor and Site Plan (see Attachments)

## Section 3 Safety and Security Plan

### History

When researching, and developing our safety and security plans our team was tasked at taking several variables into consideration. The team which includes over 50 years combined of military intelligence, naval surveillance, criminal prevention, process development, strategic defense training and analytics experience. Our major responsibility lies within the following area: Limited Accessibility, Loss prevention, Fraudulent activity and physical personal harm/threat opportunities. Our team is co-led by a private risk, safety & surveillance company as well as a former Detroit Police Officer. Advisory input from a retired Naval Intelligence Surveillance Officer has been very beneficial in assisting with development of the process. We implemented an effective policy that protects, informs utilizing techniques, procedures and processes throughout the facility and management will be responsible for ensuring all staff are properly informed and trained (if applicable) on these policies.

### Strategy for Reducing Risk

The purpose of risk assessments is to prepare for risk mitigation. The procedures, policies and strategies purposed should reduce the likelihood an unfavorable event may occur or these practices may also reduce the effect of a risk event if it does take place. Three proposed strategies are:

- Control
- Options
- Avoidance

In order to mitigate risk, the risk levels can be decreased by:

- Reducing Opportunities
- Avoiding Situations
- Decreasing Threats

Solutions to mitigating risk include:

- Proper staff training
- Security Workforce

Security mechanism placement including physical and virtual security systems

A comprehensive & multi-dimensional plan was developed that covers a wide-range of the facility including:

1. Doors
2. Windows
3. Motion Detection
4. Keypad Capacity (Fire, Medical and Police Departments)
5. Video Surveillance System
6. Cellular Monitoring
7. Cell blocking
8. Panic Buttons
9. Hold-up Button

Emergency Response Procedures-

Based on guidelines presented from the State of Michigan we feel it is imperative to respond accordingly to any emergency situations. All emergency notification responses will be documented. Included in all details of the occurrences will be; details of how it was handled and then and follow up steps if applicable. Most occurrence will be non-life threatening. We have developed the following in plans to prepare employees for unfavorable events that may occur:

Terrorist or Bomb Threats  
Inclement or Severe Weather  
Theft by Employees  
Theft by visiting patron  
Location Breach

### **Standard Operating Security Procedures**

Cash & Payment Security:

1. All cash payments shall come from the safe (which is located in a restricted access area)
2. Requires the permission of a facility manager and should be in view of the nearest surveillance camera.
3. Payment shall be placed in a tamper-proof unmarked, lockable bag for transport.

### **Security and Emergency Training for Employees:**

As a part of employee orientation, all employees will partake in onsite Safety and security training exercises and opportunities to ensure they understand the facility policies and procedures.



## **Security & Video Surveillance System and Compliant Procedures:**

### **Alarm System:**

1. The system shall cover all doors
2. The system shall cover all windows
3. Includes motion detection (throughout the roof, doors and windows)
4. Has a panic button
5. Includes remote hold –up alarm that can be activated discreetly with minimal effort in the event of a robbery.
6. Text and email failure notification.
7. Cellblock monitoring –which automatically activates in the event the facility phone line is cut or damaged.
8. A third party will be hired and responsible for ensuring all records and monitoring equipment has restricted-access and to avoid tampering of the data.
9. All non-employee visitors shall be escorted in limited-access areas.
10. A Facility Manager will lock the facility, including all interior rooms, windows and points of entry and exits with commercial-grade, nonresidential door locks.

### **Video Camera Surveillance Plan:**

Multi-mounted video camera surveillance system that includes cloud video recording storage as well as locked area where Closed –Circuit monitoring will take place (to avoid theft or tampering), 7 video cameras, as well as cellular monitoring capabilities.

1. Video camera records the following 24 hours per day:
  - (i) Any areas where marihuana products are weighed, packed, stored, loaded, and unloaded for transportation, prepared, or moved within the marihuana facility.
  - (ii) Limited-access areas and security rooms. Transfers between rooms must be recorded.
  - (iii) Areas storing a surveillance system storage device with at least 1 camera recording the access points to the secured surveillance recording area.
  - (iv) The entrances and exits to the building must be recorded from both indoor and outdoor vantage points. The areas of entrance and exit between marihuana facilities at the same location if applicable, including any transfers between marihuana facilities.
  - (v) Point of sale areas where marihuana products are sold and displayed for sale.

2. Color Printer for printing still images if requested by the State of Michigan.
3. System includes a built-in video failure notification, as a support feature camera video will also be manually monitored.
4. A log of the recordings shall be maintained and will include:
  - 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.

**Identification Badges:**

1. Employees will receive an identification badge during orientation and are required to wear the badges at all times.
2. Visitors are required to wear visitor badges upon entering the facility, and shall return the badges at the termination of the visit.

**Identification required for visitors:**

1. Should sign in the visitor and then receive their appropriate credentials.
2. Anyone who is not an employee is required to obtain a visitor badge.
3. Visitor must show valid government issued id & company or organization identification if applicable.
4. Visitors will enter and exit through the lobby and shall be escorted to and from any point in the facility.

**Background checks:**

1. Background checks are performed prior to employment, through Michigan Bureau of Criminal Identification & Investigation and the Federal Bureau of Investigation.
2. The checks are performed by a third-party, who will compile the information to be sent to the state as required.
3. Background checks will be performed and reported annually to ensure no unforeseen or unreported unfavorable events have taken place.

**Server Security-**

1. A staff IT specialist will have priority access and will be the only person besides the manager who will have access to the confidential records
2. The records will be located in the restricted access area of the facility.
3. In regards to compliance, any hard copies required to remain onsite, will be stored and filed in the restricted access area.

## Fire Safety Procedure:

- Manually activate the fire alarm system.
- Immediately exit the building, closing doors behind you.
- Call 911.

Once fire alarm is activated:

- Walk to the nearest exit.
- Assist handicap patients with special needs.
- Notify fire personnel if you suspect someone is trapped inside the building.
- Gather outside at an Emergency Assembly Area or stay at least 150 feet away from the building.
- Do not attempt to re-enter the building until instructed to do so by the Fire Department.

If trapped in a room:

- Wet and place cloth material around and under the door to prevent smoke from entering the room.
- Close as many doors as possible between you and the fire.
- Be prepared to signal someone outside, but **DO NOT BREAK GLASS** until absolutely necessary

(outside smoke may be drawn into the room).

If caught in smoke:

- Drop to hands and knees and crawl toward exit.
- Stay low, as smoke will rise to ceiling level.
- Breathe shallowly through nose and use a filter such as a shirt or towel.
- There will be 3 stations located throughout the facility that are stocked with : a bottle of water, face masks, and cotton cloths to protect face from smoke.

If forced to advance through flames (which should be a last resort):

- Hold your breath. Move quickly.
- Cover your head and hair with a blanket or large coat.
- Keep your head down and your eyes closed as much as possible.

Using a fire extinguisher: All facility staff will be trained, you may fight small fires with a fire extinguisher.

- Pull safety pin from handle.
- Aim at base of fire.

- Squeeze the trigger handle.
- Sweep from side to side to side at base.

If there is an explosion:

- Take shelter against or near a sturdy table.
- Check for fire and other hazards
- Do not light matches.
- Exit the building as quickly as possible if it appears safe to do so.

If you are trapped in debris:

- Use a flashlight to signal your location if possible.
- Avoid unnecessary movement so that you don't kick up dust.
- Cover your mouth and nose with anything you have on hand. Dense-weave cotton material can create a good filter. Try to breathe through the material.
- Tap on a pipe or wall so that rescuers can hear where you are.

Use a whistle if one is available. Shout only as a last resort – shouting can cause a person to inhale dangerous amounts of dust.

#### **Section 4**

##### **Odor Control Plan:**

To avoid the inconveniencing neighbors, employees and patients alike we have developed some steps to properly control the odor content in the facility environment. First, we will consistently monitor and check the locations temperature & humidity levels and adjust appropriately. We also will check and maintain HEPA filters installed through our current HVAC system. Filters will be regularly serviced to ensure they are properly cleaning and purifying efficiently.

#### **Section 5**

##### **Waste removal Plan–**

Currently the State of Michigan has not provided an approved medical marijuana waste method, plan or procedure. Based on research of best waste disposal plans/practices in other states, we have developed an interim waste removal plan that includes:

1. Separation from everyday waste and garbage.
2. The waste will be clearly identifiable and label bags that will be secured and stored in designated location.

3. Facility manager will be responsible to schedule safe transport and disposal of waste.
4. The waste will either be sent to a solid waste landfill by state approved waste transporter, a compostable facility, or wherever the state and local ordinances/laws designate in the future.

## **Section 6:**

### **Hours of Operation:**

The proposed times of operation are M-Saturday 11:00am – 7:00pm

Sundays 12:00 pm- 5:00pm

HV recognizes the following holidays and hours and times may vary:

Independence Day

Thanksgiving Day

Christmas Day

New Year's Eve (and Day)

All representatives should report to their shift no later than 45 minutes prior to opening and shall remain a minimum of one hour prior to the closing of the day. This time shall be allocated for open & closing procedures, center/representative updates, stocking, maintenance & stocking.

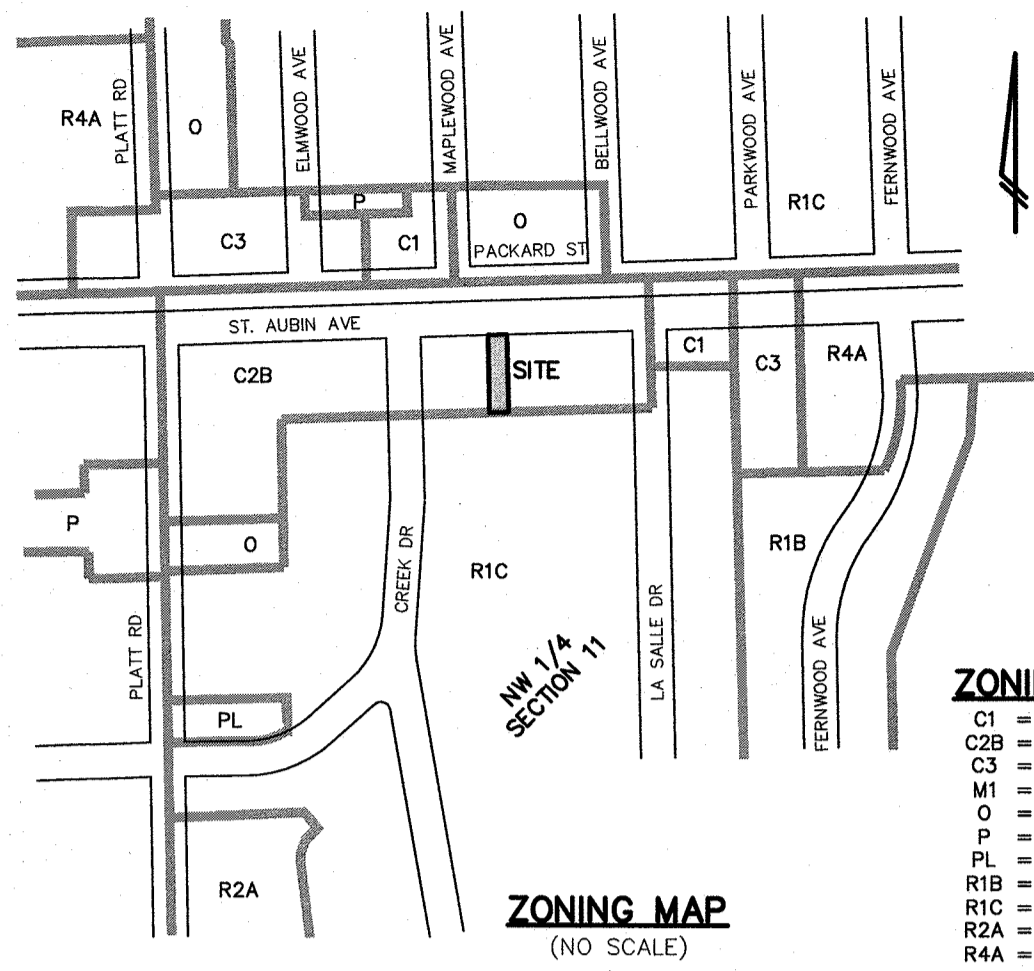
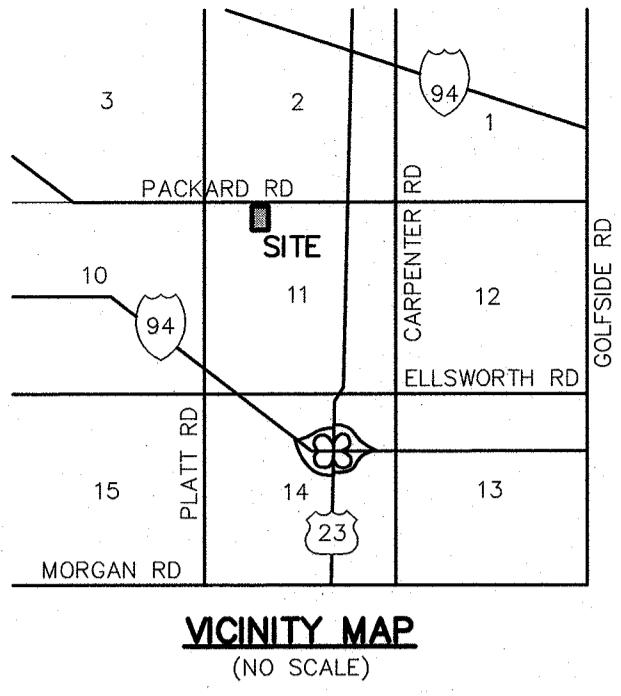




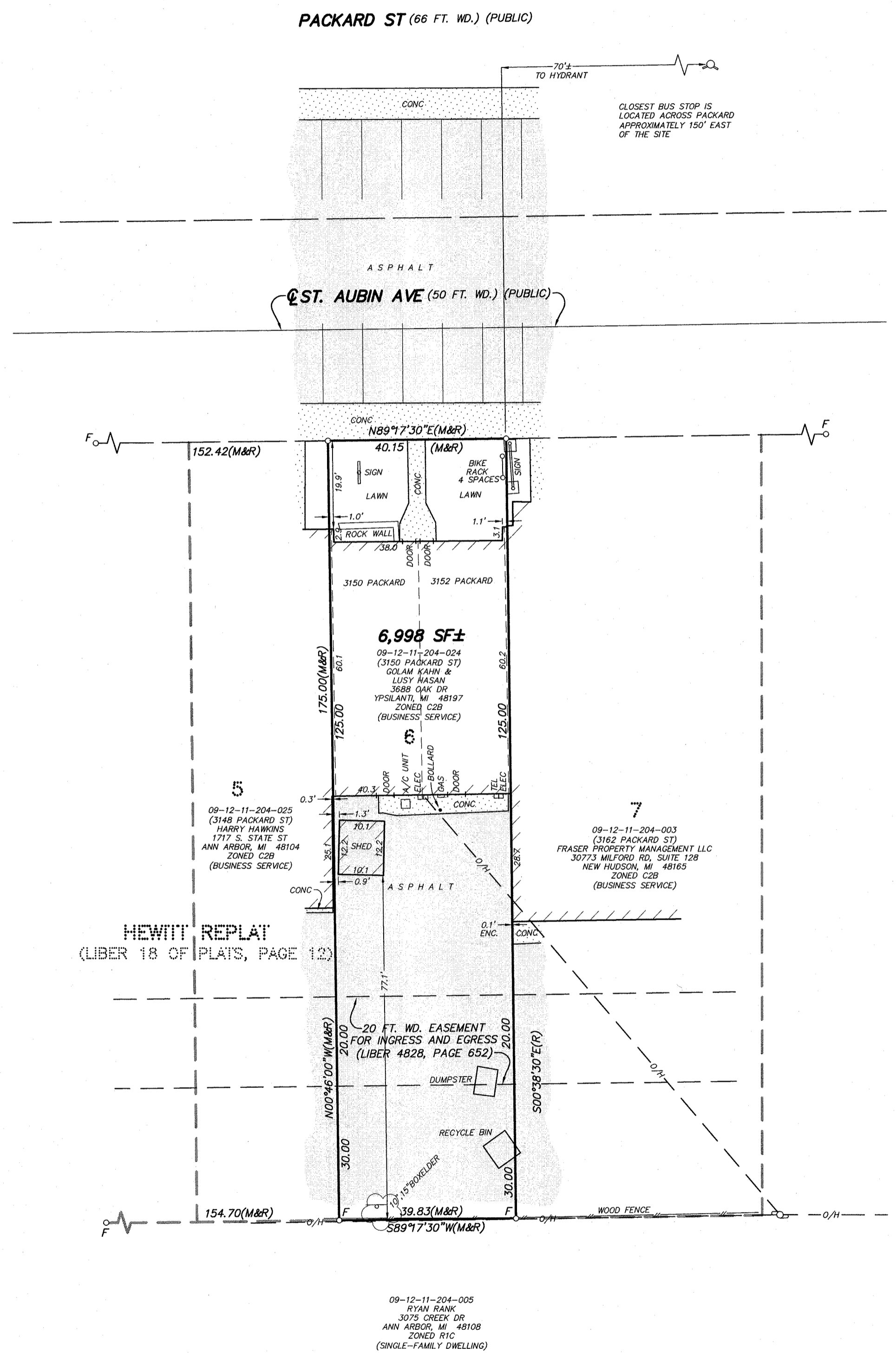
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- ZONING LEGEND**
- C1 = LOCAL BUSINESS
  - C2B = BUSINESS SERVICE
  - C3 = FRINGE COMMERCIAL
  - MI = LIMITED INDUSTRIAL
  - O = OFFICE
  - P = PARKING
  - PL = PUBLIC LAND
  - R1B = SINGLE-FAMILY DWELLING
  - RIC = SINGLE-FAMILY DWELLING
  - R2A = TWO-FAMILY DWELLING
  - R4A = MULTIPLE-FAMILY DWELLING



**DESCRIPTION**  
Lot 6, HEWITT REPLAT, as recorded in Liber 18 of Plats, Page 12, Washtenaw County Records.

Together with and subject to an easement for ingress and egress as recorded in Liber 4828, Page 652, Washtenaw County records, described as: The North 20 feet of the South 50 feet of Lots 1 through 6, HEWITT REPLAT, as recorded in Liber 18 of Plats, Page 12, Washtenaw County Records.

**CERTIFICATION**  
To Huron View; Golam Khan and Lusy Hansan; Bramble Properties, LLC, a Michigan limited liability company; the City of Ann Arbor, Michigan and Ciso Title Company.

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, and includes Items 2, 4, 7a, 8 and 13 of Table A thereof. The field work was completed on February 6, 2018.

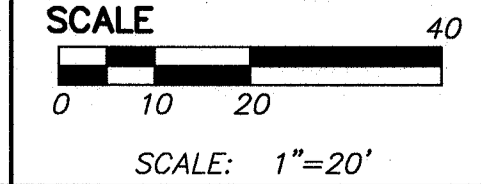
Date of Plat or Map: February 7, 2018

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>— = TOP OF CURB</li> <li>— = TOP OF WALL</li> <li>○ = MANHOLE</li> <li>○ = CATCHBASIN</li> <li>— = END SECTION</li> <li>— = GRAVEL</li> <li>— = FENCE</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>	—
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<b>REVISIONS</b>	—
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PREPARED BY \_\_\_\_\_

**811**  
Know what's below.  
Call before you dig.

SECTION	11	TOWN	3	SOUTH	RANGE	6	EAST
CITY OF ANN ARBOR							
WASHTENAW COUNTY • MICHIGAN							
DATE	2-7-18	JOB NO.	32382	DWG NO.	32382	altg	
		FIELD BOOK	NONE	FILE NO.	10460		

**ALTA/NSPS LAND TITLE SURVEY**

**HURON VIEW**  
3152 PACKARD ST  
ANN ARBOR, MI 48108  
TEL 734-882-2970

**WASHTEWAW ENGINEERING**

CIVIL ENGINEERS  
PLANNERS • SURVEYORS  
LANDSCAPE ARCHITECTS  
3526 W. LIBERTY RD  
ANN ARBOR, MI 48103  
TEL 734-761-8800  
FAX 734-761-8530  
WWW.WASHTEWAWENGINEERING.COM



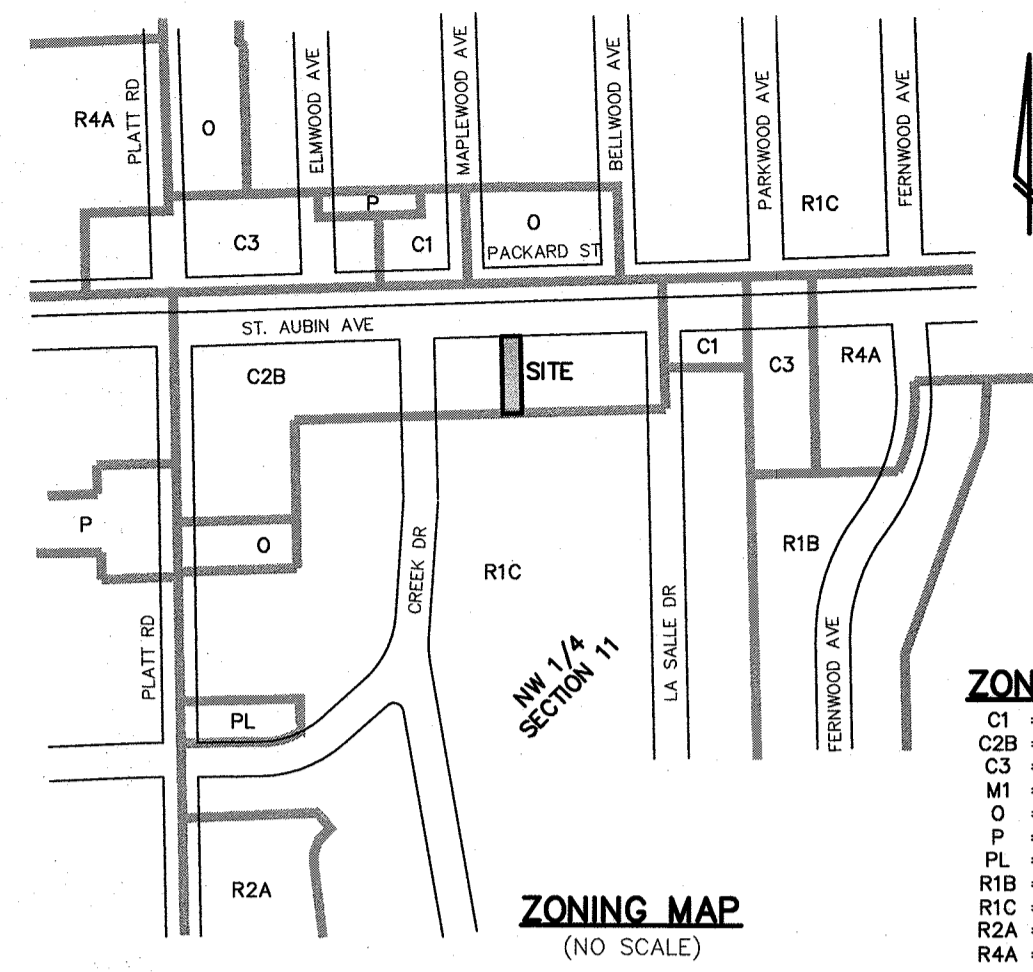
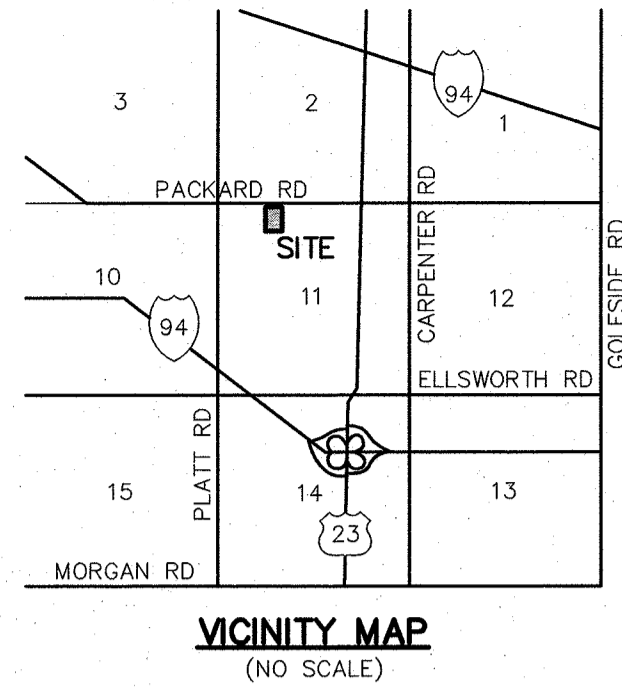
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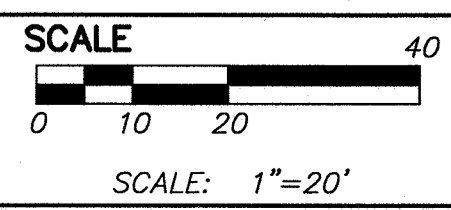
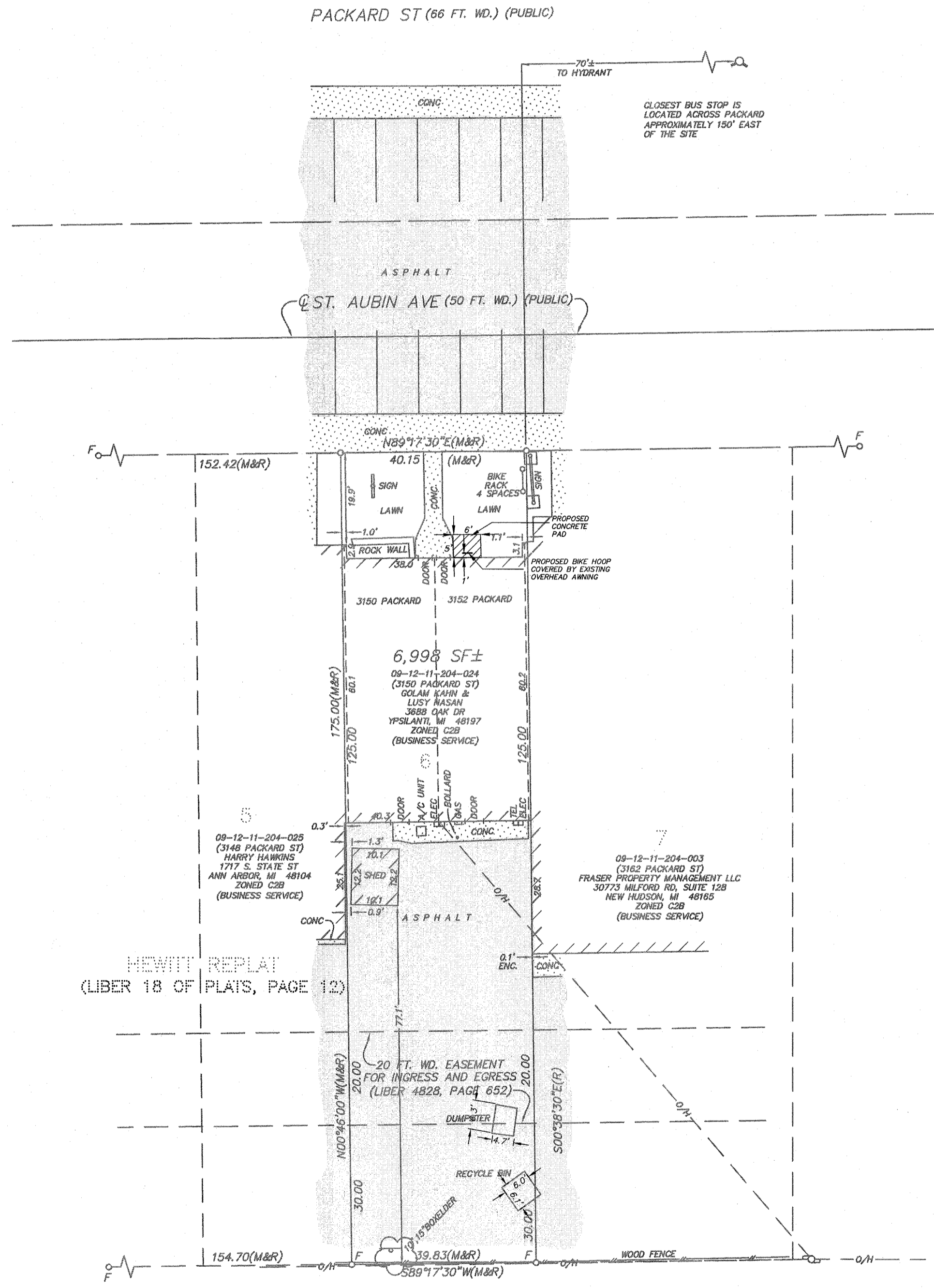
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F = FOUND IRON MARKER  
S = SET IRON MARKER  
(M) = MEASURED  
(R) = RECORDED

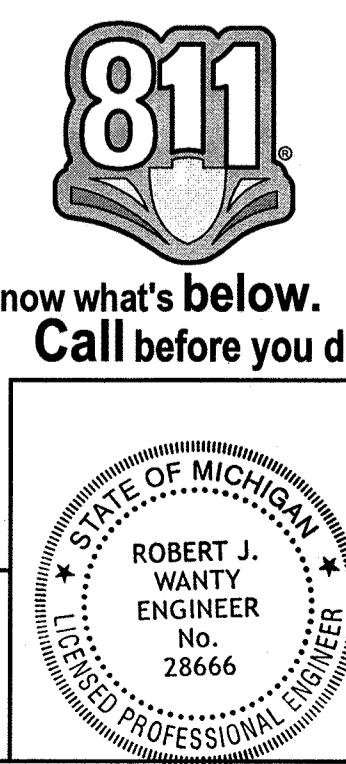
<b>LEGEND</b>	<ul style="list-style-type: none"> <li>○ = LIGHT POLE</li> <li>○ = UTILITY POLE</li> <li>○ = GUY ANCHOR</li> <li>○ = HYDRANT</li> <li>○ = SPOT ELEV.</li> <li>○ = POST</li> <li>○ = GATE VALVE</li> <li>○ = SIGN</li> <li>○ = TOP OF CURB</li> <li>○ = TOP OF WALL</li> <li>○ = MANHOLE</li> <li>○ = CATCHBASIN</li> <li>○ = END SECTION</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> <li>○ = GRAVEL</li> <li>○ = FENCE</li> <li>○ = CONCRETE</li> <li>○ = ASPHALT</li> </ul>	<ul style="list-style-type: none"> <li>○ = LOCAL BUSINESS</li> <li>○ = BUSINESS SERVICE</li> <li>○ = FRINGE COMMERCIAL</li> <li>○ = LIMITED INDUSTRIAL</li> <li>○ = OFFICE</li> <li>○ = PARKING</li> <li>○ = PUBLIC LAND</li> <li>○ = SINGLE-FAMILY DWELLING</li> <li>○ = TWO-FAMILY DWELLING</li> <li>○ = MULTIPLE-FAMILY DWELLING</li> </ul>
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 R4A = MULTIPLE-FAMILY DWELLING



PREPARED BY: *Robert J. Wanty*  
 ROBERT J. WANTY P.E., MCH No. 28666



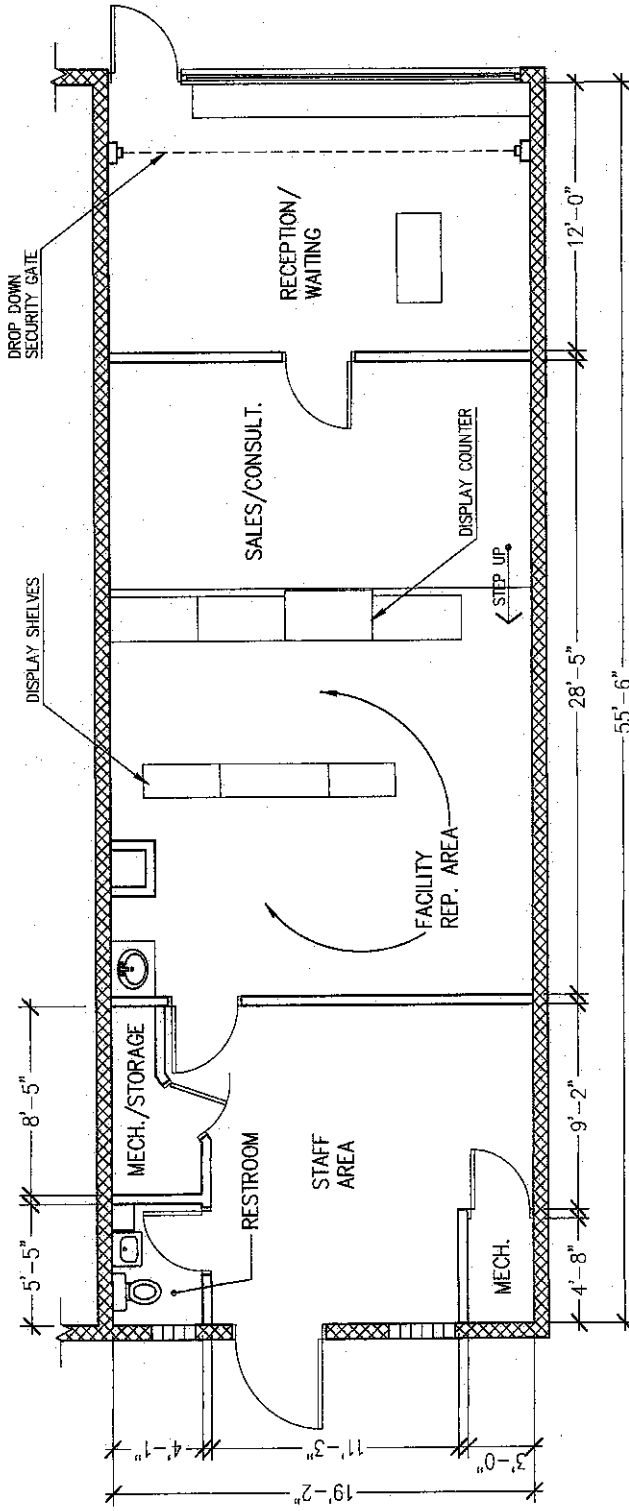
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 WWW.WASHTENAWENGINEERING.COM

**HURON VIEW**  
 3152 PACKARD ST  
 ANN ARBOR, MI 48106  
 TEL: 734-882-2970

**PROPOSED IMPROVEMENTS**  
 09-12-1-204-024  
 3152 PACKARD ST

SECTION 17 TOWN 3 SOUTH RANGE 6 EAST  
 CITY OF ANN ARBOR  
 WASHTENAW COUNTY - MICHIGAN  
 JOB NO. 32392  
 DATE 2-7-18  
 DWS NO. 32392 PMPROV  
 FIELD BOOK NONE  
 FILE NO. 10460

C3 SHEET



FLOOR PLAN

SCALE: 1/8" = 1'-0"

Sheet Size: B-1/2 x 11

**DRAWN BY:**  
Anna Owen  
734-649-9005

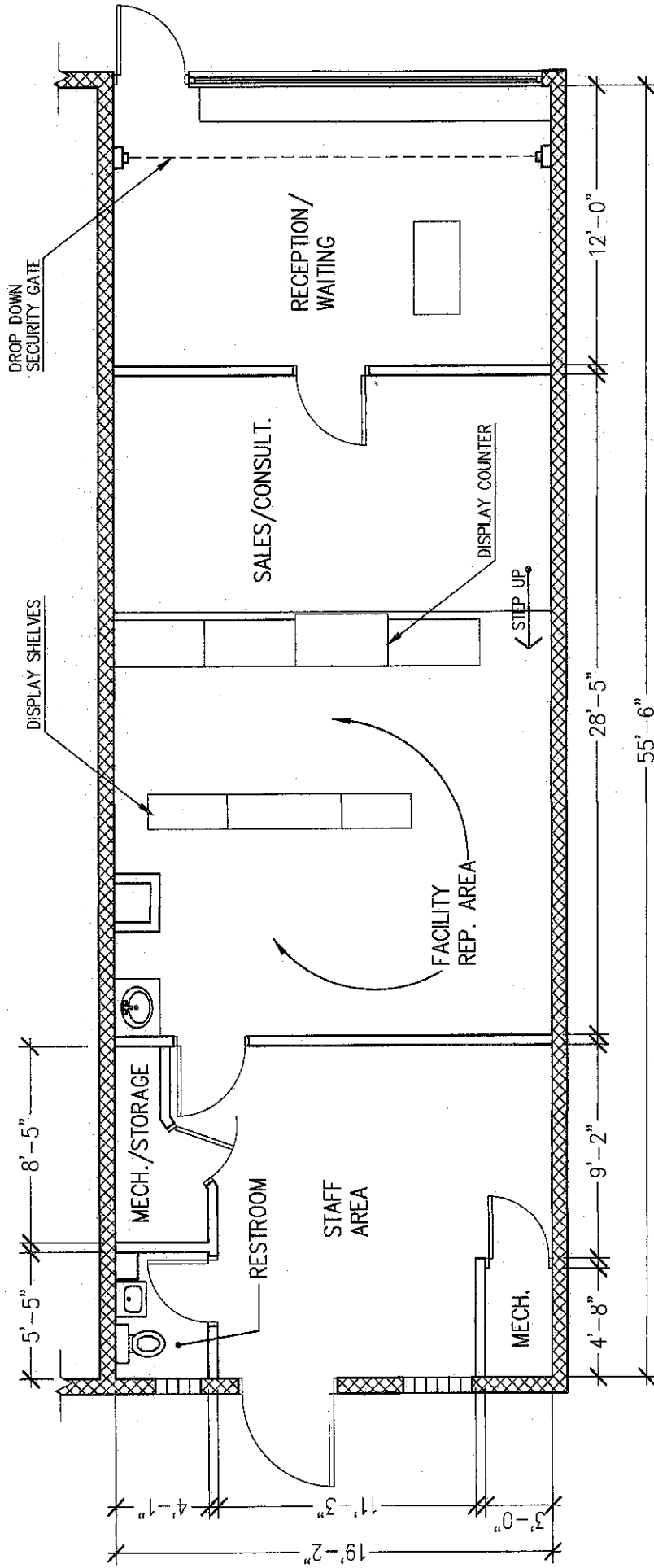
**CLIENT:**  
Huron View  
734-882-2970

**PROJECT/LOCATION:** HURON VIEW  
3152 Packard St.  
Ann Arbor, MI 48108

**SCALE:** 1/8" = 1'-0"  
**DATE:** 01.23.2018

**DRAWING:**  
FLOOR PLAN

**SHEET:**  
1 OF 2



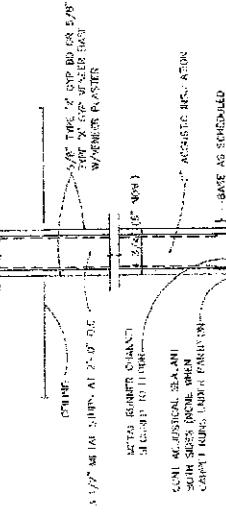
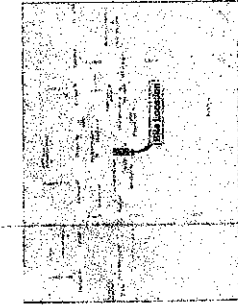
FLOOR PLAN

SCALE: NOT TO SCALE

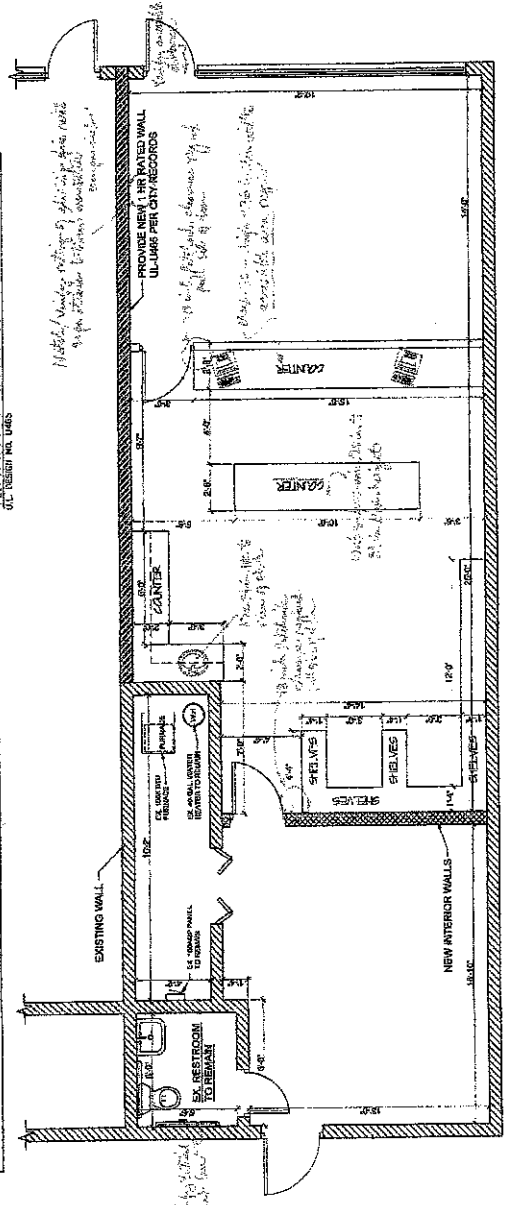
Sheet Size: 8-1/2 x 11 _____ _____ _____	<b>DRAWN BY:</b> Anna Owen 734-649-9005	<b>CLIENT:</b> Huron View 734-882-2970	<b>PROJECT/LOCATION:</b> HURON VIEW 3152 Packard St. Ann Arbor, MI 48108	<b>SCALE:</b> NOT TO SCALE <b>DATE:</b> 01.23.2018	<b>DRAWING:</b> ENLARGED FLOOR PLAN	<b>SHEET:</b> 2 OF 2
---	---	--	---	---	---	-------------------------



<b>MICHIGAN BUILDING CODE 2012</b>	
ZONING:	C2B (BUSINESS SERVICE DISTRICT)
USE GROUP:	M (MERCANTILE)
CONSTRUCTION TYPE:	III B
NUMBER OF STORIES:	1 STORY
GROSS AREA:	19,167 x 55.5 = 1,063,388 SQ. FT.
OCCUPANT LOAD:	1,063,388 / 8 = 850.70 850.70 / 100 = 8.5
TOTAL OCCUPANT LOAD:	9
(1 TOILET ROOM IS PROVIDED)	
PARKING SPACE REQUIRED:	1,063,388 / 8 = 850.70 850.70 / 150 = 5.6 = 6 PARKING SPACES
NUMBER OF DOORS PROVIDED:	2
NUMBER OF DOORS REQUIRED:	1



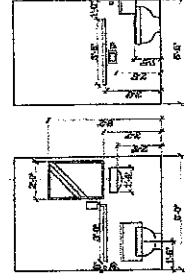
**TENANT PARTITION 1 HR. RATED**  
SEE DESIGN FOR DETAILS



**PROP. FLOOR PLAN**  
SCALE 3/8\"/>

**WALL HATCH LEGEND**

- [Hatched Pattern 1] NEW 1 HR RATED WALLS  
UL-LUMBS PER CITY RECORDS
- [Hatched Pattern 2] EXISTING WALLS
- [Hatched Pattern 3] NEW INTERIOR WALLS



**EX TOILET ELEVATIONS**  
SCALE 1/8\"/>

**EDGEWELL**  
PROPOSED PHARMACY

**LOCATION:**  
301 W. MICHIGAN ST.  
ANN ARBOR, MI 48106

**A & M CONSULTANTS**  
13140 ROCKWELL AVE.  
ANN ARBOR, MI 48106  
PH: (313) 962-0022  
FAX: (313) 962-0028  
BURLINGAME, MA.  
ADRIAN AL-SANI

**SUBMITALS**

**REVISIONS:**

NO.	DATE	DESCRIPTION
1	12/22/2015	SCALE NOTED
2		FLOOR PLAN
3		TOILET ELEVATIONS

**PROJECT NO.** A-1

OFFICE COPY

FOR THE CITY OF ANN ARBOR, MI  
ANN ARBOR COMMUNITY DEVELOPMENT  
DEPARTMENT  
300 SOUTH ZEEB ROAD  
ANN ARBOR, MI 48106-1000  
PHONE: 734.266.4300  
FAX: 734.266.4300

Huron View  
3152 Packard  
Ann Arbor, MI 48108  
734-882-2970

Jill Thatcher, AICP  
Ann Arbor City Planner,  
Historic Preservation Coordinator

Dear Ms. Thatcher,

Per our conversation as you requested. The following is a summary of community outreach in regards to Huron View Provisioning Center located at 3152 Packard.

February 8, 2018 a contract was established with Office Manager, Debbie Moore, from Washtenaw Engineering. Ms. Moore prepared and mailed 100 postcards to designated community areas. In response to the mail postcard notification two phone calls were received. One call from a homeowner, and the other from a building owner. Both calls were productive, positive along with the information provided about myself and the business was accepted. Many of the businesses have personally welcome us to the community. We have not received any negative feedback. We strive to be positive addition to the surrounding community.

Regards,  
Christina Montague  
Huron View