

ARCHITECTURAL PLAN REVIEW REQUEST FORM

Pursuant to 935 CMR 500.103(1)(a), a licensee shall submit an architectural plan review request for the building or renovation of a Marijuana Establishment. The licensee **shall not** begin any building or renovations until the architectural plan review request is approved by the Commission.

For licensees to receive approval to begin building or renovating of a Marijuana Establishment, this form must be filled out and signed by an individual with authority or control over the management and operations of the Marijuana Establishment (“Marijuana Establishment’s Representative”). Once completed, this form and any additional information that is required should be combined into a single PDF document and emailed to cannabisinspections@mass.gov.

MARIJUANA ESTABLISHMENT INFORMATION

Name of Marijuana Establishment:

License Number(s) Affected by this Request:

Physical Address of the Marijuana Establishment Affected by this Request:

Name, Phone Number, and Business Email Address of Marijuana Establishment’s Representative:

REQUIRED INFORMATION AND DOCUMENTATION

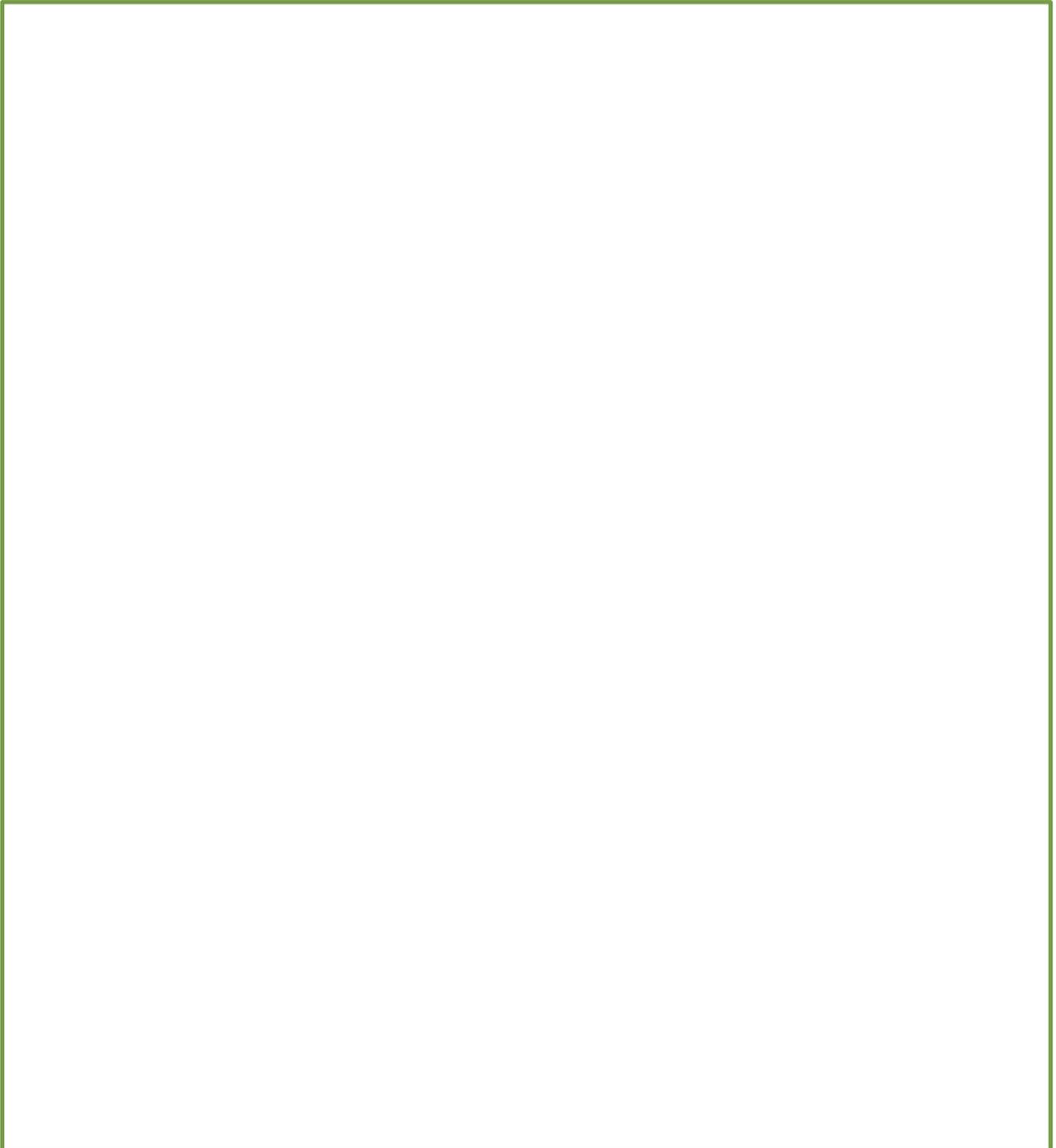
1. Please provide the square footage of the Marijuana Establishment.

2. Please provide the Marijuana Establishment's plan to remain compliant with all state laws and local ordinances, specifically, building, fire, plumbing, and electrical codes, that will be affected during building or renovations.

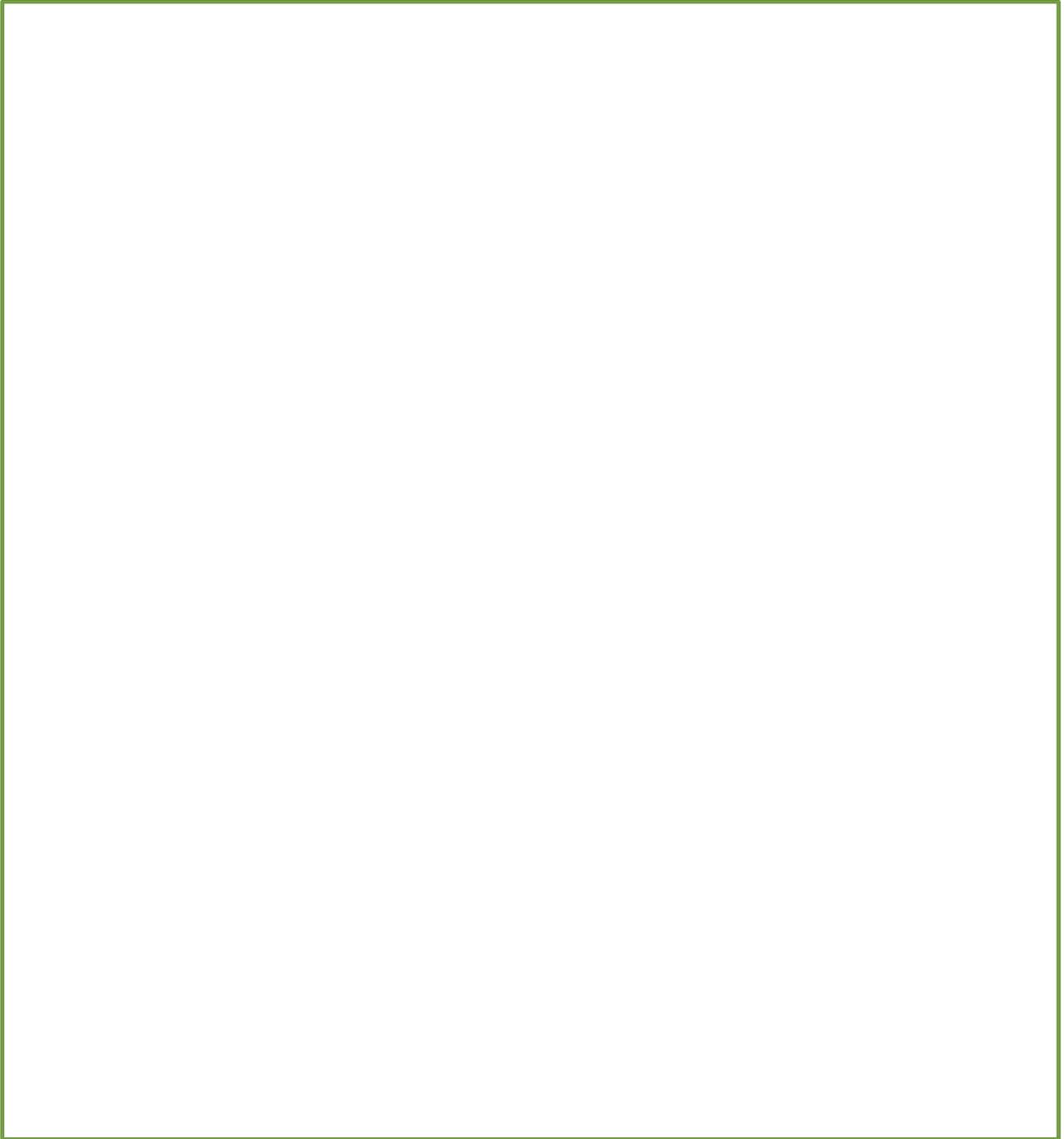
3. Please provide the Marijuana Establishment's plan to comply with the Americans with Disabilities Act.



4. Please provide the Marijuana Establishment's plan to comply with the energy efficiency and conservation regulations codified in 935 CMR 500.105(15).



5. Please provide the proposed timeline for construction or renovations. Please provide a detailed written timeline for specific goals and actions that will need to take place.



6. Please provide the approximate date that the Marijuana Establishment will be ready to be inspected.

7. Several documents are required to be submitted along with this request. Please label each document with the identifier located to the right of the each required document. The following documents must be included with this request:

- a. Proposed floor plan (“Document A”)
 - i. The floor plan should identify all functional areas of the Marijuana Establishment, including the areas where marijuana will be cultivated, processed, produced, contained, and sold (as applicable);
 - ii. Identify the location of proposed entrances and exits;
 - iii. Identify the location of proposed security cameras;
 - iv. Identify the location of any entrance or exit large enough for the entry or exit of a vehicle, i.e. loading bays; and
 - v. Identify the location of proposed windows.
- b. Copies of all applicable building permits (“Document B”); and
- c. Copies of all applicable special permits (“Document C”).

8. Please certify the following required statements by initialing each box:

- a. The licensee understands and agrees that the Commission shall have continuing authority to review the architectural changes and inspect when necessary;
- b. The licensee understands that it must notify and receive approval for any substantive changes to the approved architectural plan;
- c. The licensee understands that it has the obligation and duty to construct its facilities in accordance with 935 CMR 500.000, conditions set forth by the Commission in its provisional license and architectural review, and any applicable state and local laws, regulations, permits or licenses;
- d. The licensee understands that once all building and renovations are completed, they must officially request a PPLI via the provided form in the “Notice: Provisional License”; and
- e. The licensee understands that the Commission may conduct inspections of the facilities, as well as review all written materials required in accordance with 935 CMR 500.000

By signing this document, I affirm that all the information provided above is true and accurate. Failure of the Marijuana Establishment or its representative to fully complete this form may result in the denial of your request.

Signature of the Marijuana Establishment's Representative:

Date of Request:

Note: Please ensure this form, along with all required and supplemental documentation, is combined into a single PDF document. This final document will represent your Architectural Plan Review Request. This final document should be sent to cannabisinspections@mass.gov for consideration.

AUTHENTICATION BY NOTARY PUBLIC

On this _____ day of _____, 2018, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification to be the person whose name is signed above and that he/she did so voluntarily for its stated purpose.

Notary Public Signature

NOTARY STAMP/SEAL