

**A Response to the Request for Expressions of Interest  
for Marijuana Licensing in the City of Longmont**

*Submitted by Anaport Enterprises, LLC*

*Proposed Location: 165 Primrose, Unit B, Longmont, CO*

**November 29, 2017**



## MARIJUANA STORE LICENSE APPLICATION CHECKLIST

Business Trade Name Anaport Enterprises, LLC

Physical Address 165 Primrose Ct., Unit B, Longmont, CO 80501

State MED License Submittal Date \_\_\_\_\_ Longmont Application Submittal Date November 29, 2017

All applicants responding to the City of Longmont's Request for Expression of Interest (RFEI) to open and operate a retail or retail/medical marijuana establishment in the City of Longmont, must submit a **complete** application package for consideration by the Selection Division as described below. Complete application packages will be accepted on or before 12:00 noon on 11/29/2017 in the Longmont City Manager's Office, Longmont Civic Center at 350 Kimbark St. Longmont, CO 80501. The following items are required:

- ☒ Completed application checklist (this form)
- ☒ Three (3) identical hard copies of the application package as described in the Application Format Standards document
- ☒ One (1) electronic version of the application in PDF format on a flash drive (identical to hard copies)
- ☒ One (1) electronic **public version** of the application in PDF format on a flash drive for posting on-line
  - ☐ Should redact only those portions of the application that the City is prohibited from releasing under the Colorado Open Records Act
  - ☐ Should redact all trade secret, privileged, or confidential information such as social security numbers and confidential financial information
  - ☐ Should redact all information regarding specialized details of security arrangements\*
- ☒ Cover letter providing an overview of the proposed establishment and reasons the applicant has chosen to locate in Longmont (not to exceed 1,000 words)
- ☒ DR 8548 Retail Marijuana Application (provide Authority with an updated copy of form provided to the State)
- ☐ DR 8530 Medical Center (applicable only for co-located/dual license facilities; provide Authority with an updated copy of the form provided to State)
- ☒ DR 8520 Associated Person & Associated Key License Application for each owner of the applicant business, or any officer or director, who also acts as a Key executive, employee or agent while physically working in a licensed Medical or Retail Business (provide Authority with an updated copy of form provided to the State)
  - ☒ A copy of each person's Colorado ID or Driver's License for each Individual completing a DR 8520
  - ☒ Fingerprint card for each completing a DR 8520
  - ☒ A License Application Release and Acknowledgement Advisement (City of Longmont form) for each person, and one for the applicant if the applicant is a separate individual
- ☒ Statement of all violations and penalties for any infractions or offenses by the applicant or applicant's owners, principal officers, managers, or employees relating to any marijuana establishment in the state or a statement that no such violations or penalties have occurred
- ☒ Possessory documents demonstrating that the applicant has legal possession of the site (e.g. property ownership or lease, for at least one year's duration)
- ☒ Authorization to Use Property for Marijuana Business (City of Longmont form) – must be notarized
- ☒ Zoning verification from the Planning and Development Services Department (City of Longmont online form)



- ☒ A vicinity map and description showing the proposed locations relative to the nearest residentially zoned area and the nearest school serving students in any grade from kindergarten through 12th grade
- ☒ A site plan showing the entire vicinity in which the marijuana establishment is located, including buildings, street(s), parking lot(s), exterior lighting plan, landscaping plans, identification of other tenants on and surrounding the property
- ☒ A general description of site improvements proposed and the anticipated City of Longmont Land Development Code approvals required (not to exceed 2 pages, including attachments)
- ☒ A general business plan that includes the following (not to exceed 25 pages, including attachments):
  - ☒ Description of the business
  - ☒ Market analysis
  - ☒ Overall marketing plan
  - ☒ Details of overall management and operations including hours of operation
  - ☒ Curricula vitae/resumes of all principal officers and managers
  - ☒ Staffing plans, including any specific commitments of the licensee toward staffing the establishment with a diverse workforce of Longmont residents
  - ☒ Financial information demonstrating a formalized relationship with an established financial institution, demonstrated liquid assets of \$250,000 in the applicant's control, financial projections including assumptions used, and sources of funds (this should be either through the State's DR8522 form or other necessary documents)
  - ☐ A description of the applicant's experience operating licensed marijuana businesses in Colorado or elsewhere, including compliance with state and local laws or violations thereof
  - ☐ An indication of whether the marijuana store would sell retail or both retail and medical marijuana.
- ☒ A detailed security plan that includes the following:
  - ☒ A detailed floor plan:
    - Labeled with the name of business, type of facility, street address
    - Perimeter of the licensed facility outlined in **bold black**
    - All entrances and exits to the establishment,
    - The location of any windows, skylights, and roof hatches
    - The location of all cameras and their field of view
    - The location of all alarm inputs (door contacts, motion detectors, duress/hold up devices) and alarm sirens
    - The location of the digital video recorder and alarm control panel including the location of the off-site storage or network service provider for storage of the required copies of surveillance recording and evidence that the premises comply with all security and video surveillance requirements set forth by the State of Colorado
    - Restricted and public areas including sales counters
    - Loading zones
    - Areas where marijuana/products will be stored and dispensed or sold
  - ☐ A description of type of security training provided for, and completed by, establishment personnel, including conflict resolution training and procedures for handling violent incidents
  - ☐ A description of how the licensee intends to use and maintain an incident log
  - ☐ A description of the establishment's procedures for preventing the use of marijuana on the licensed premises
  - ☐ Security measures taken by the licensee to prevent individuals from entering the limited access area portion of the licensed premises
  - ☐ The licensee's closing procedures after the cessation of business each day
  - ☐ The licensee's plan to prevent theft or the diversion of marijuana, including maintaining all marijuana in a secure, locked room that is accessible only to authorized persons
  - ☐ The type of alarm system and outdoor lighting to be used by the licensee

- ☐ The licensee's procedures for accepting delivery of marijuana at the establishment, including procedures for how it is received, where it is stored, and how the transaction is recorded
- ☐ A copy of the licensee's security alarm system monitoring contract
- ☐ A plan for disposal of any marijuana that is not sold
- ☐ A plan for preventing underage persons from entering the premises
- ☐ Evidence that the premises will comply with all security and video surveillance requirements set forth in Rules 305 and 306 of the Code of Colorado Regulations 1 CCR 212-2 (Retail Marijuana Code), and Rules 305 and 306 of the Code of Colorado Regulations 1 CCR 212-1 (Medical Marijuana Code) if applicable
- ☒ Community Outreach Plan (not to exceed 10 pages including attachments)
  - ☐ Applicant's history of community and neighborhood involvement with other similar businesses
  - ☐ Written policies and procedures to address community concerns and complaints
  - ☐ A designated point of contact, with comprehensive contact information, for public questions and concerns
  - ☐ Measures and procedures for mitigating any impacts to the neighborhood
- ☒ Odor Management Plan
  - ☐ A description of what methods and measures the business intends to take for preventing any odors from emanating from the business
- ☒ City's Vision, Values, and Goals
  - ☐ A description of how the licensee and licensed establishment would contribute to and support the overall vision, values and goals identified by the city and specified in adopted city plans such as Envision Longmont and the Sustainability Plan (may be included in cover letter rather than separate document)
- ☒ Separate from the Application Package:
  - ☒ Annual operating fee (a cashier's check) due for the first year of operations. The city shall not retain, or shall refund, the annual operating fee if the application is not selected for approval.
  - ☐ Manager Registration Fee (\$300 per proposed manager), if applicable
- ☐ Any other items required by the Ordinance O-2017-61, any applicable State law/regulations or the Longmont Marijuana Licensing Authority

\* As described in § 24-72-204(2)(a), Colorado Revised Statutes



# Cover Letter

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

Anaport Enterprises, LLC, is a limited liability company formed for the purpose of applying for a license and operating a retail marijuana store in the City of Longmont. The principal officer and the sole owner of the company is Anatoly Portnoy, who operates a successful medical marijuana store and his own marijuana grow in Denver. Longmont provides an opportunity to expand his businesses into a new territory. His Denver grow operation can support an additional retail store and will provide high quality, multiple strains to a new market. Longmont is an attractive community for his family with a small town atmosphere while still being a short commute from his Denver business. His older son is a student at CU Boulder intending to get a graduate degree. He wants to raise his toddler daughter in the friendly confines of Longmont. Mr. Portnoy plans to move to the Longmont area if he is granted the license. Since, 1998, he has committed significant resources in his community through All Saints Russian Orthodox church, supporting youth programs, low income families, food banks and the church building.

His retail store will be in an industrial zone with a significant distance from any residential neighbors or schools. The store will be about fifteen hundred square feet in a building that is still under construction. There will be a waiting area and a consultation room for customers requesting advice about the strains they purchase. The strains he has developed for medicinal purposes will be available to the recreational user and to the customers who wish to use marijuana for their own health issues. The emphasis will be on quality over quantity. Mr. Portnoy is a sole owner of his business and can finance his operation from his business earnings and savings. Without a partner, he will not be under pressure to produce profits at the expense of quality or to sell to unqualified individuals. All marijuana sold will be from his own grow operations so that quality control will not be an issue.

Mr. Portnoy has a background in bio-high tech research. He gained his masters degree from Leningrad, now St. Petersburg, Technical University. He spent time at Johns Manville as senior international advisor before going on to open three different restaurants, two in Aurora and one in Denver. He has a unique combination of skills; biology research, entrepreneurship and experience in marijuana cultivation and retail operations.

# **No Violations Statement**

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

Statement of all violations and penalties for any infractions or offenses by the applicant or applicant's owners, principal officers, managers, or employees relating to any marijuana establishment in the state or a statement that no such violations or penalties have occurred.

The applicant states that he has had no violations or penalties relating to any marijuana establishment in the state.





# **Authorization to Use Property for Marijuana Business**



## AUTHORIZATION TO USE PROPERTY FOR A MARIJUANA BUSINESS

Business Name (dba):  Anaport Enterprises, LLC	Property Address: 165 Primrose Ct.,  Suite/Unit #: Unit B, Longmont, CO 80501
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As owner of the property described above, I hereby consent to the use of said property for the purpose of conducting a marijuana business so long as said use is authorized under and in accordance with applicable state and local laws. This consent is valid under the following terms and conditions:

**Check all that apply:**

☒ Retail Marijuana Store

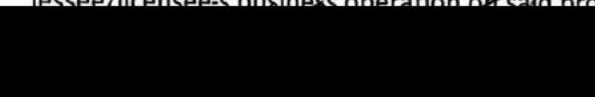
☐ Medical Marijuana Center  
(Allowed as part of a co-located retail  
and medical facility only)

**I understand:**

1. That the lessee must operate the business on the property described above under the provisions of the Municipal Code of the City of Longmont.
2. That, in issuing a marijuana business license, the City of Longmont assumes no legal liability or duty of care regarding the licensee's business operation or possession of the property.
3. That, pursuant to Sections 12-43.3-105 C.R.S. (Medical), and or 12-43.4-105 C.R.S. (Retail), any person within a Restricted Access Area or Limited Access Area that does not have a valid occupational license shall be considered a visitor and must be escorted at all times by a person who holds a valid Associated Key License. **This includes the Property Owner.**

In the event of any conflict between the terms of this Authorization to Use Property for a Marijuana Business and any other documents submitted with this application, the terms of this Authorization form shall control.

I hereby release the City, its officers, elected officials, employees, attorneys and agents from all liability for claims of damages of any kind whatsoever, present or future, in any way relating to or arising from the conduct of the lessee/licensee's business operation on said property.

  
Signature of Property Owner or Authorized Agent

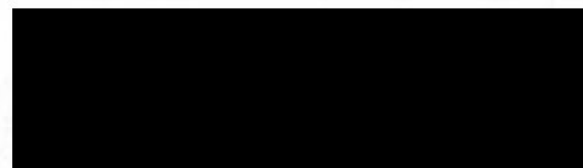
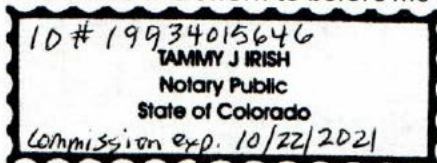
Adrian Mondello  
Printed Name of Property Owner/Agent

November 28, 2017  
Date

Mondello, LLC  
Company Name/Address Telephone

State of Colorado )  
County of Boulder ) ss.

Subscribed and sworn to before me this 28 day of November, 2017, by Adrian Mondello.



# **Zoning Verification**





PLANNING & DEVELOPMENT SERVICES  
385 Kimbark Street, Longmont, CO 80501  
303-651-8330; Fax 303-651-8696  
www.longmontcolorado.gov/planning

## Zoning Verification

This form must be submitted to the Planning & Development Services Department to verify zoning for marijuana establishments. Once submitted, staff will review, complete, and return the form to the requestor. The completed form must be submitted to the Marijuana Licensing Authority as part of the response to the City's Request for Expression of Interest to obtain a marijuana license. The fee for zoning verification is \$50 and can be paid by check, credit card, or cash at the Development Services Center.

Site Plans, site plan waivers, change of use, or other development applications are a separate process.

Applicant Information	
Applicant Name: Anatoly Portnoy	E-Mail: [REDACTED]
Address (Include City & State): 3400 S Oneida Way Denver, CO	
Phone: 720-352-0480	Fax:
<i>* Applicant must be either the owner of the property or be a party with a purchase or lease agreement for the property.</i>	
New Business Information	
Property Address: <u>165 Primrose Ct, Longmont, CO 80501</u>	
Name of Proposed Business: Green Cross of Longmont	
Previous Business Use: Vacant land – currently being built out as 4,000 Industrial building	
Applicant Certification	
Applicant Signature: <u>Anatoly Portnoy</u>	Date: <u>11/22/2017</u>

Zoning Information To be completed by Planning & Development Services Staff	
Zoning District: <input type="checkbox"/> Commercial (C) <input type="checkbox"/> Commercial – Regional (CR) <input checked="" type="checkbox"/> Business Light Industrial (BLI) <input type="checkbox"/> Mixed Industrial (MI) <input type="checkbox"/> Other zoning district (not allowed)	Other Information: <input checked="" type="checkbox"/> At least 250' from residential zoning district <input checked="" type="checkbox"/> At least 1000' from K – 12 school
Staff Signature: [REDACTED]	Date: <u>27 November 2017</u>
Staff Name & Title: Ian Colby   Planning Technician	

# **Vicinity Map and Description**

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

This google map for 165 Primrose shows the Weaver Park industrial/commercial development where the proposed location is. The thick line to the north shows that all residential neighborhoods are north of 3<sup>rd</sup> Ave. which makes a sharp delineation and a barrier between the industrial park and the residences. The 3 schools on the map are:

Rocky Mountain Elementary School  
800 E 5th Ave  
(303) 772-6750

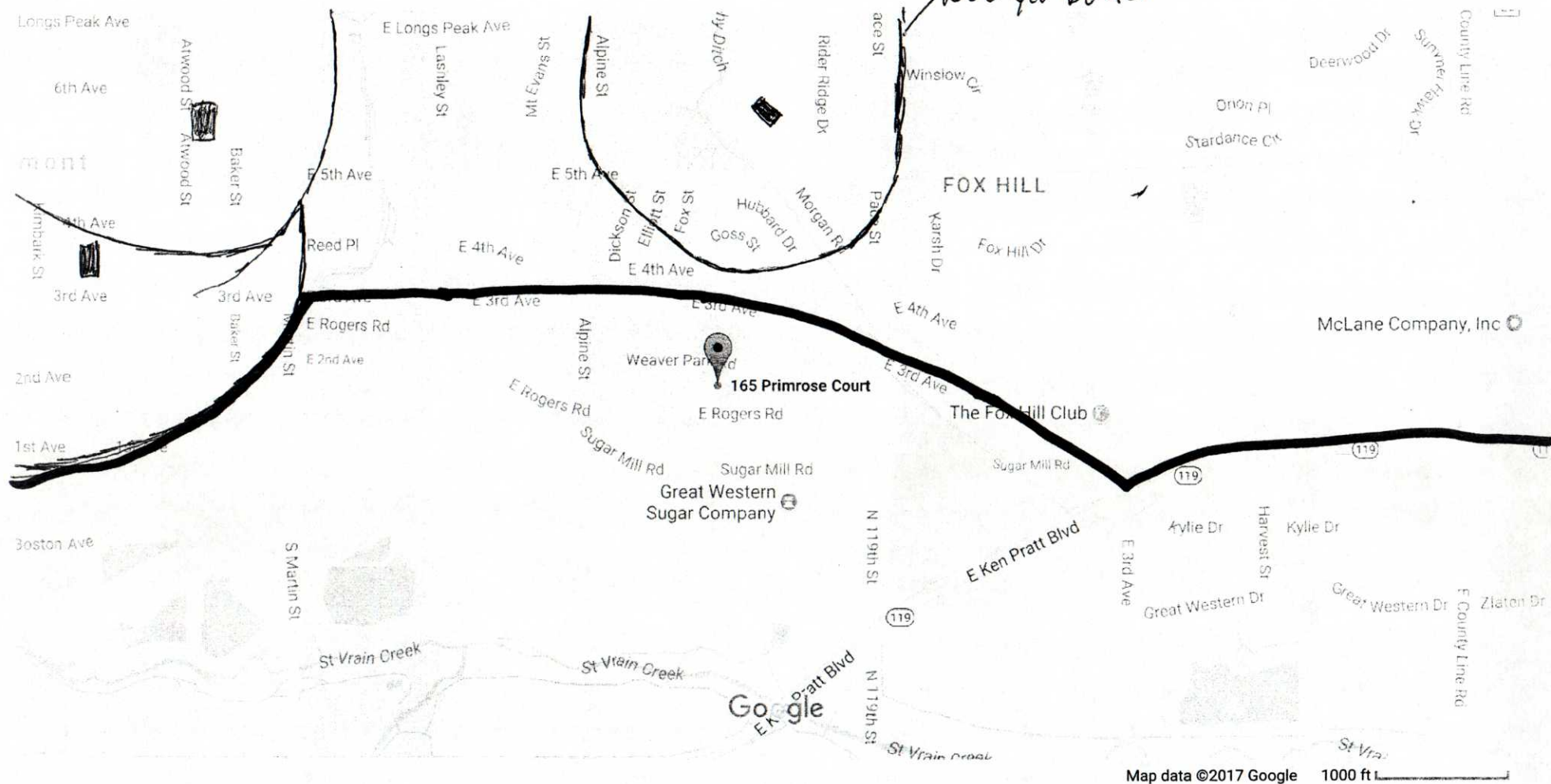
Columbine Elementary School  
111 Longs Peak Ave  
(303) 776-2840

St. John the Baptist Catholic School  
K-8  
350 Emery St  
(303) 776-8760

They are well separated by distance and 3<sup>rd</sup> Avenue.



1000 yd buffer



# **Site Plan and General Description of Site Improvements**

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

Site plan and site improvements.

The maps show the site plan to be built out by the landlord, Mondello LLC for Mondello Trade Shop divided into 2 units. Unit A will house that company and Unit B will house Green Cross of Longmont. As shown on the Google map, the neighbors are all commercial or industrial, the nearest being Golden Bear Janitorial Services. The building will be of steel construction and is compliant with and has already been approved by the City for the Mondello Trade Shop as a conditional use of this Business Light Industrial Zone. It is expected to be completed sometime in the spring.

The second map "B" shows the utility plans submitted to the City planning department and the additional writing shows the parking plans. The landscaping is the grass with trees typical of the other businesses in the area, outside of the parking lot.

The third map "C" shows the plan submitted to the City for Mondello Trade Shop, units A and B.

The fourth map "D" shows the floor plan of Unit B that will be the tenant finish.

The fifth map "E" shows a 3d rendition of the build out.



# Google Maps 165 Primrose Ct

Airport Enterprises, LLC



## Parking Legend

- Unit B parking
- Unit A parking
- Common area

[illegible]

# Community Outreach Plan



Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

Community Outreach Plan

It is important that the two-way communications link be maintained between the store and the community. The store's website will have a notice board providing general information as well as product reviews and any offerings or sales. It will also include space for feedback and or concerns or complaints. These feedback forms will be logged into a data base and follow up for action to be directed. Written response to the community will be posted on the website as well as direction communication with those interested parties making the initial feedback or complaint.

Quarterly information/status meetings will be held with the general community at a public venue such as a library meeting room.

# Odor Management Plan

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

Odor Management

State-of-the-art carbon filters will be installed in all interior rooms within the retail store. I will not be growing or processing any marijuana here so the odors will be at a minimum.



# **City's Vision, Values, and Goals**

Anaport Enterprises, LLC  
165 Primrose Court, Unit B  
Longmont, CO 80501

To: Longmont Marijuana Authority  
350 Kimbark St.  
Longmont, CO

### City of Longmont Vision, Values, & Goals

By locating a new retail marijuana store in the Southeast Longmont urban area Business Light Industrial-BLI applicant embraces and adopts the following Strategy and Related Goals understands he is attempting a Greenfield development through Infill development hoping to increase the Livability in the Southeast urban area via redevelopment using elements of Integrated Resilient Design.

Envision Longmont Strategy 1.5: Continue to explore potential changes the Southeast Longmont urban renewal plan public/private partnership opportunities based on development interest with the area. Supports Goals 1.4, 6.3 and 6.5.

The proposed site for the retail shop aligns with Strategy 1.8 detailed planning for the Sugar Mill area and urban renewal boundary. Goals 1.4, 6.3 and 6.5.

I understand the strategies to Support Job Growth and Economic vitality through innovation and collaboration. Strategy 6.2 Align the range of permitted uses allowed in districts that correspond with Primary Employment and Mix –Use Employment (e.g. expand the mix of compatible uses allowed by-right in Mixed-Use Employment areas.) See Strategy and support for Goals 1.4, 1.6, 2.3, and 6.3

Strategy 6.8: My company will cooperate with the private sector and local and regional economic development entities to establish a nurturing environment for small and start-up businesses through targeted investments in the built environment that increase the quality of the City's employment areas and increase the diversity of building types and locations available to new and small businesses. Directly supports Goals 6.1, 6.2.6.3 and 6.5.

My company and I will work with and join with the following community based service organizations:

- Chamber of Commerce
- Latino Chamber
- Longmont Economic Development Partnership
- Neighborhood Groups and Neighborhood Group Leader's Association-NGLA
- Boulder County Workforce Development
- Longmont Symphony sponsorship

- Fire House Art Center/underwrite a Single Art Show
- The Inn Between- We will donate for housing related expenses
- Longmont Jazz Festival/ \$500 Sponsorship for annual concert series

I understand the issue of the Living wage and its impact on hourly workers. He will endeavor to be fair and offer a competitive starting hourly wage of \$12 per hour.