

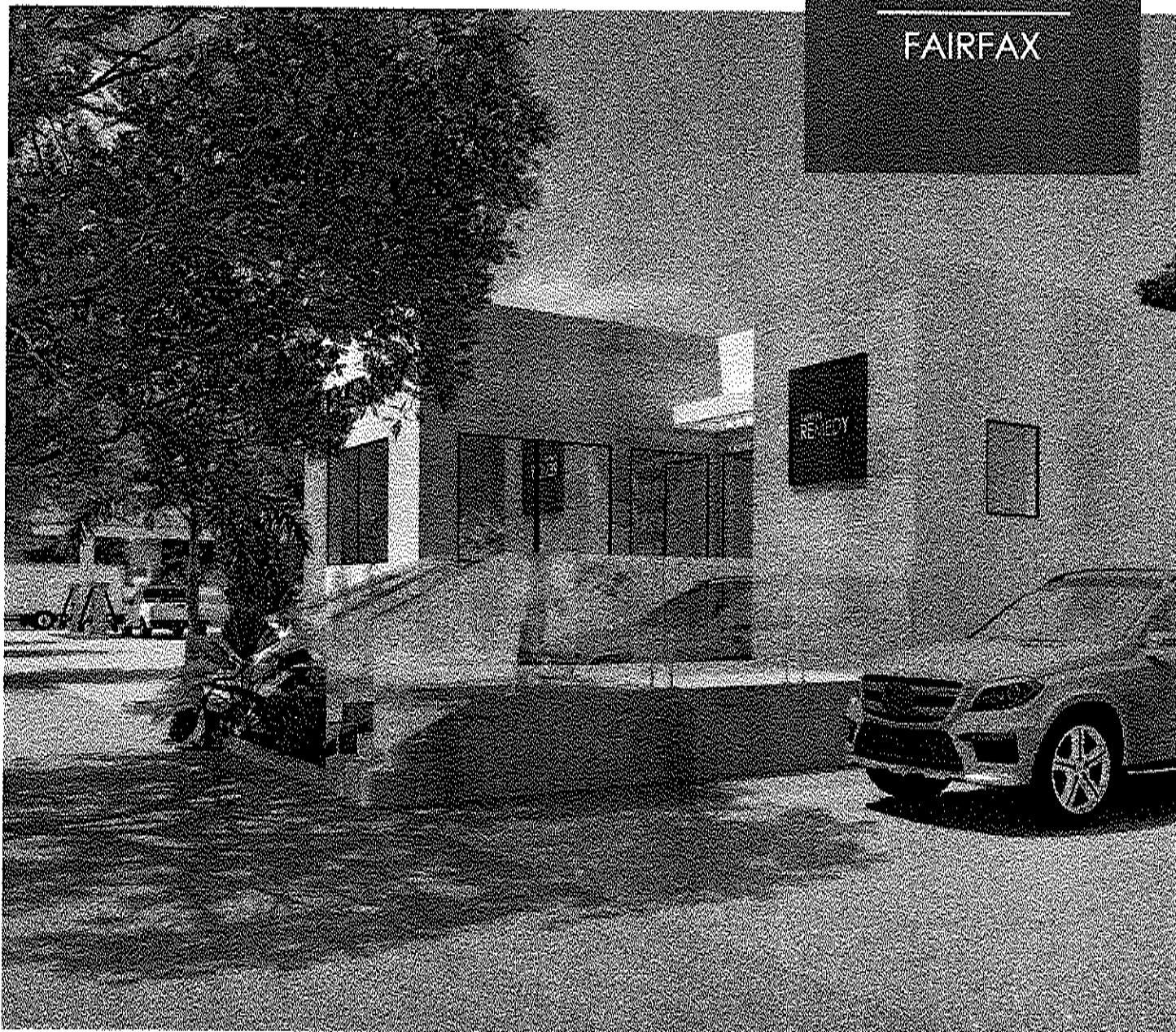
COMMERCIAL CANNABIS
LICENSE APPLICATION
TOWN OF FAIRFAX

MEDICAL RETAIL DISPENSARY WITH DELIVERY

1930 Sir Francis Drake Blvd., Fairfax

Element 7 Fairfax LLC
www.e7ca.com

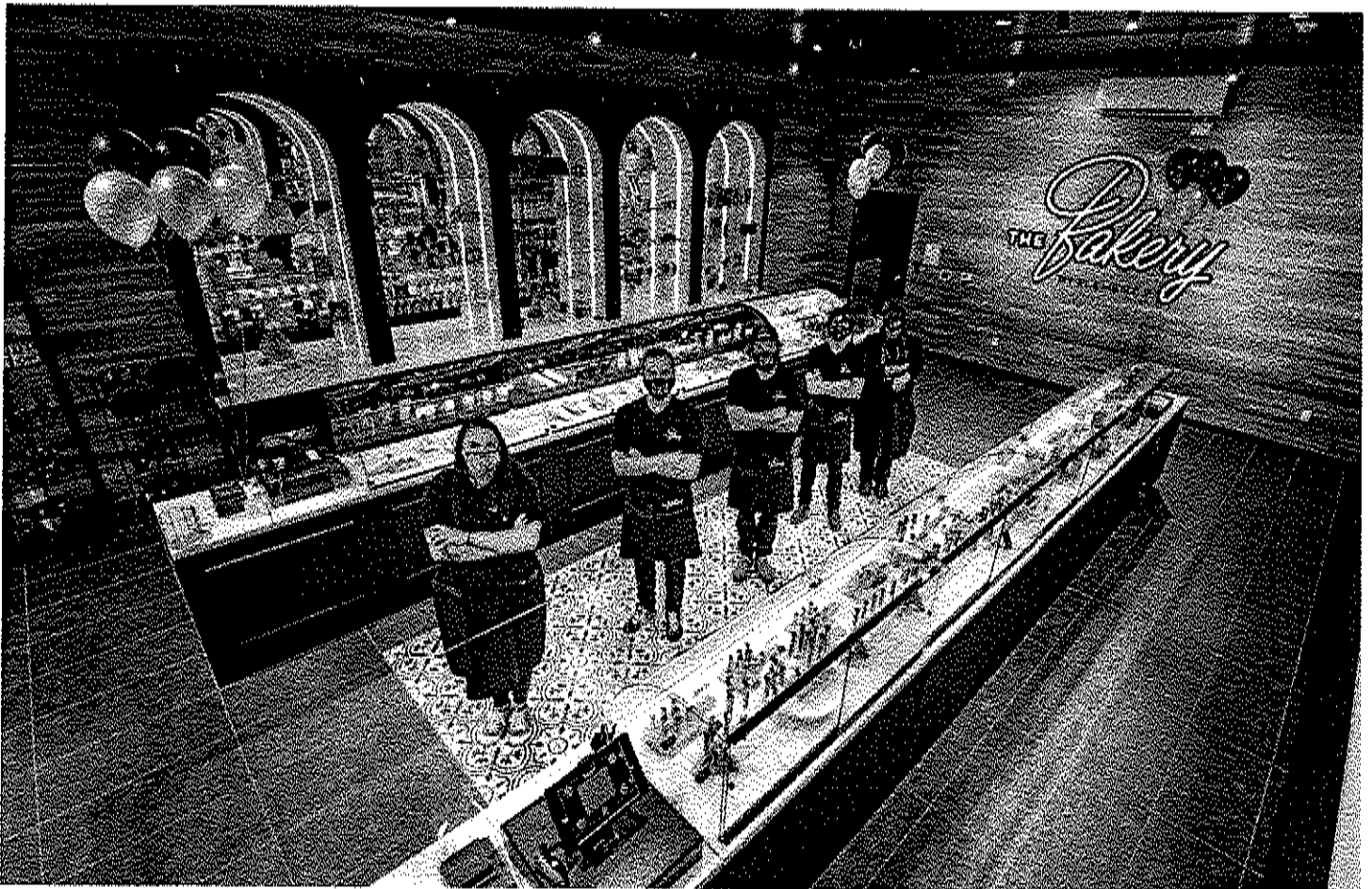
REMEDY
FAIRFAX



ELEMENT 7 DELIVERS UNMATCHED DESIGN STANDARDS AND OPERATIONAL EXCELLENCE

Northern California's Premier Cannabis Dispensary

THE *Bakery*
BY ELEMENT 7
FORT
BRAGG



"Stunning interior design. Congratulations on launching The Bakery by Element 7 in Fort Bragg. We couldn't be prouder to have Element 7 in our City."

Ms. Tabatha Miller, City Manager, Fort Bragg

"Some of the best work I have seen in my 22 year career as a building and fire safety inspector."

Mr. Steve Orsi, Fire Chief

WWW.E7CA.COM



JANUARY 12, 2021

Ms. Linda Neal
Town of Fairfax
142 Bolinas Road
Fairfax, CA 94930

RE: ELEMENT 7 CANNABIS APPLICATION: TOWN OF FAIRFAX

Dear Linda,

I am writing regarding your letter dated November 20, 2020 and the request for final information from Element 7 prior to a potential Planning Commission Hearing in February next year.

1. Formula Business. One of the largest challenges facing the cannabis industry in California is consistent compliance and adherence to rules and regulations set by the various bodies governing cannabis in the State – in this regard, these regulatory bodies would include the Town of Fairfax, Bureau of Cannabis Control (BCC), METRC, California Department of Fee and Tax Administration (CDFTA), California Department of Food and Agriculture (CDFA), and California Department of Public Health (CDPH).

The disconnect and challenge is that 78% of cannabis dispensaries in California are owned and operated by single-store operators and sole proprietors, and many of these businesses struggle to operate compliantly across all aspects of the business given the demands imposed by these regulatory bodies and METRC. While this would present less challenges in other businesses and industries operating in the Town, cannabis is still viewed by the Federal Government as a Schedule 1 Drug alongside heroin, LSD and methamphetamines which presents no room for error in the management and operations of the business.

Proof of this is an article recently published by the LA Times and MJBizDaily, a leading industry publication. Both publishers reported on or around December 21, 2020 that nearly 60 cannabis retail businesses in California (just under 1 in every 10 licensed retailers) were set to lose their Licenses on December 31, 2020 as they had failed to file required paperwork with the BCC and LA DCR on November 2, 2020. The businesses had each failed to file a simple 2-page form to remain in compliance with licensing regulations – this isn't an isolated situation. Companies across the industry are struggling to maintain adherence to basic compliance measures largely because they lack the staff, finances, and knowledge of the procedures, and as regulation increases, this is set to increase.

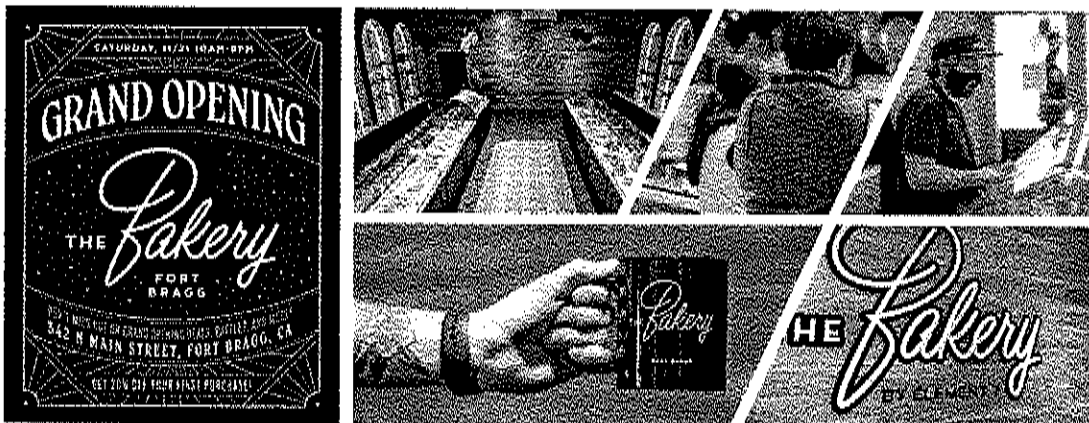
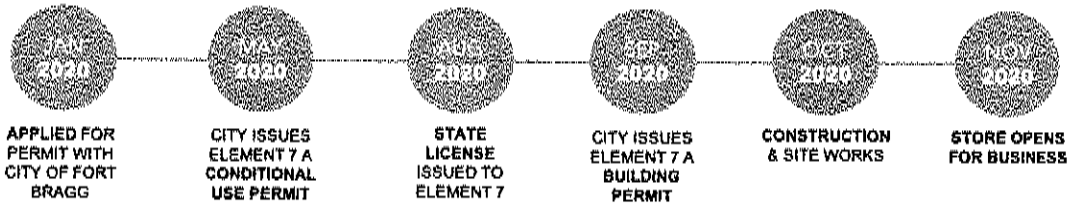
In our opinion, for the safety and welfare of local patients and customers, and the compliance requirements that the business demands, certain elements that a 'Formula Business' would bring to the Town of Fairfax should be highly desirable by both local regulators and local customers. These elements include full-time head office compliance staff, regulatory advisors, inventory control specialists, centralized buying and store planning staff, and heads

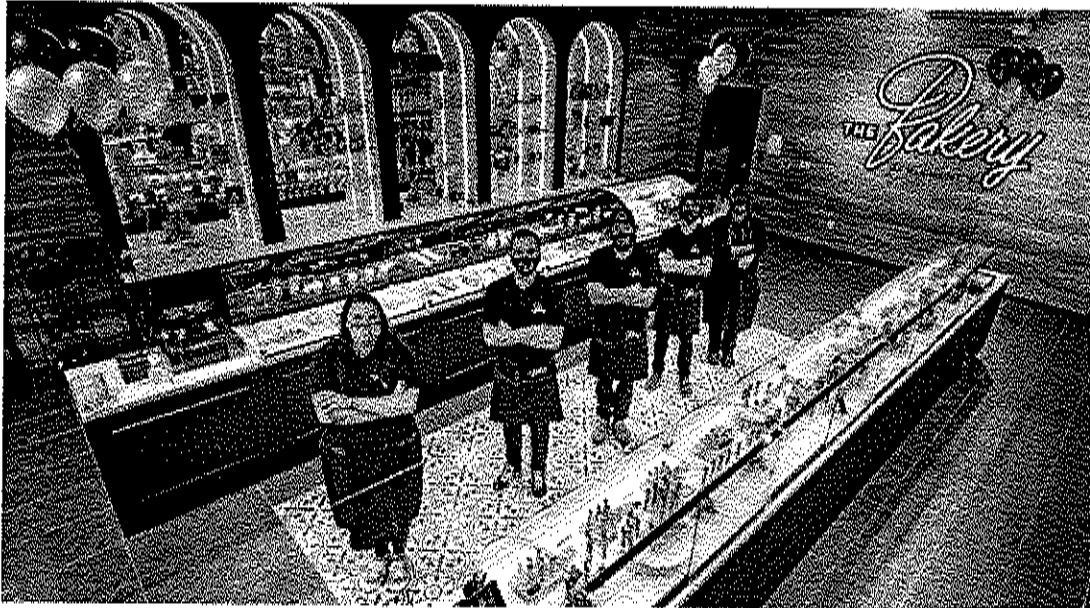


of human resources, finance, tax, control, technology, security, and marketing communications. Single-store operators struggle to pay for these specialist resources which we view as being essential to operating a compliant and controlled business.

That said, as demonstrated by our recent store opening in Fort Bragg, Mendocino, we are able to deliver a highly compliant store and operation while delivering a retail concept that feels very local in terms of its tone, voice, and local footprint. **The Bakery by Element 7** opened for business on November 21, 2020, less than 40 weeks after we submitted an application in the City, demonstrating our ability to focus and move quickly where we have local approvals in place. We would be more than happy to 'tour' any City Officials and Staff at any time so that the scope of operations are fully understood.

THE *Bakery*
BY ELEMENT 7
FORT BRAGG

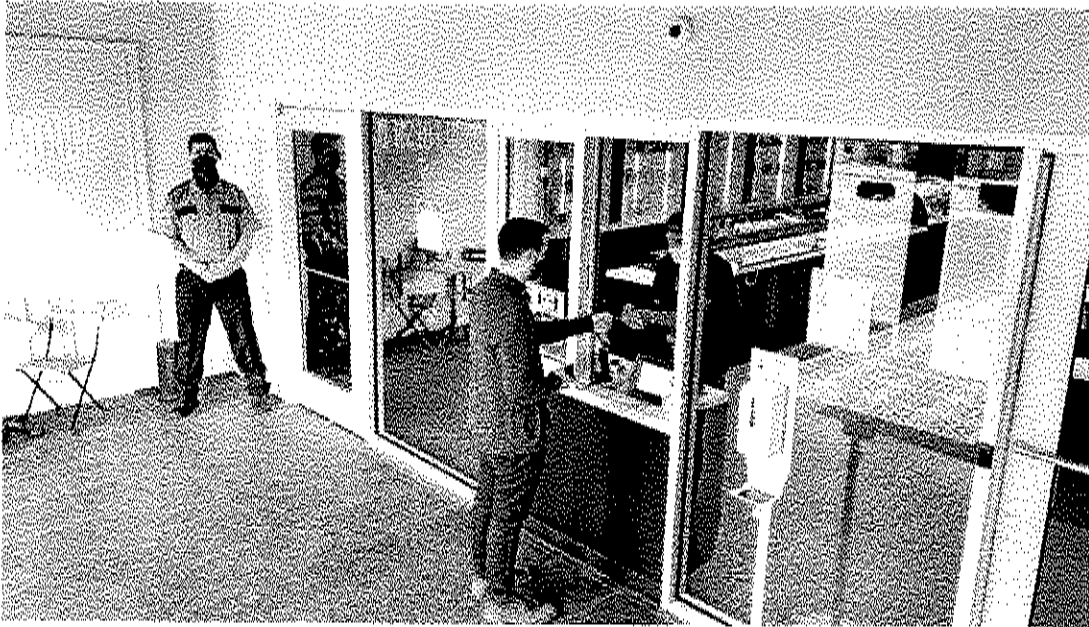




Beyond the design which seamlessly blends into the Main Street of Fort Bragg, the security, safety, and cash management processes that we have worked tirelessly to implement are what really start to separate us from many of the local operators in Northern California. This attention to detail really impressed the local Building Staff and the City Manager.

Steve Orsi, the local Fire Chief, remarked, "...some of the best work I have seen in my 22 year career as a building and fire safety inspector..." Other City Officials that similarly toured the facility have had nothing but praise for the quality of the operation. Similarly, patients and customers consistently give us great feedback on the store, experience, quality of customer service, product selection, and great pricing. Our staff have been trained with both class-room and on-the-job experience at our partner's facility in Santa Ana – BudTender's working in California's retail industry receive an average of 16-hours of training before serving customers, something we feel is inadequate. Lastly, 100% of our staff are locally hired and live in the local community which is a fact we are immensely proud of.





Element 7 believes it will enhance the vitality and character of the Town's economy, village character, and pedestrian usage through operations at **1930 Sir Francis Drake Blvd, Fairfax**. We do not believe that we are a 'Formula Business' as the Town Code S17.040.210 specifically states that a Formula Business is required by a corporate headquarters or franchise or other arrangement to maintain any of the following: Standardized services, décor, uniforms, architecture, signs or other similar features. There is nothing within our company that requires any of these items to be standardized across locations.

That said, to address and resolve any Formula Business concerns the Town might have, Element 7 has renamed its application **REMEDY FAIRFAX**, a new name, brand, and design we have specifically created for Fairfax. We have proposed that **REMEDY FAIRFAX** will operate as a stand-alone store to avoid any views that this is a Formula Business. We have no issues submitting a Formula Business CUP Application in the Town of Fairfax along with the \$916.00 fee if still required to do so.

REMEDY

FAIRFAX

We have no other businesses in California operating under this name, nor are we affiliated with any other business that operates in any way under this name. In addition, this business has no uniform.



2. Existing and Proposed Cannabis Businesses in California. I have attached a map that shows all locations of existing (Fort Bragg) and pending permit and license applications in California.



Locations approved with State Licensing include Fort Bragg, Rio Dell and South San Francisco (delivery). Locations pending include Eureka, Willows, Willits, Ukiah, Napa City, San Francisco, Oakland, Marina, Mendota, Firebaugh, Fresno, Los Angeles, Lemon Grove and Chula Vista. All locations apart from Fort Bragg (**The Bakery**) and Fairfax (**Remedy Fairfax**) would be branded as Element 7, if approved.

3. Site Plan. The current site plans attached to this application show the positions of all external security cameras, as requested (refer to Tab 11 or Pages 319-323). In addition, we have indicated the location of the charging station for the delivery vehicle (hybrid vehicle that runs on both electricity and gas), and the HVAC unit for the dispensary within this same Tab (11) and Pages (319-323).

4. Security Plan. Exterior camera's will be installed in both the interior and exterior of the premises and Site and Security Plans have been upgraded to reflect this (refer to Tab 11 Pages 319-323 for the plans showing the cameras and Tab 14 Pages 355-358). Systems and Cameras are monitored 24 hours a day by security guards on-site at the facility during all hours of operation, and a security monitoring company off-site. Element 7 has an enterprise



relationship with Bosch and the Integrated Video Surveillance Solution platform we deploy has a number of intuitive features that reduce error with regards to detection, false alarms, and monitoring. Cameras will be monitored from the dedicated Check-In Counter room which also doubles as the security office. Plans have been labelled to reflect this as mentioned earlier.

With regards to how information will be relayed to Element 7 staff, if there is a major security breach at the facility (e.g., robbery or armed hold-up), a panic button will be activated either by the receptionist, or BudTender, depending on the point of entry and who is able to access the Panic Button without risk – panic buttons will alert **Bay Alarm**, an external security monitoring company who will then quickly view camera records to quickly assess the situation and coordinate with local law enforcement (please refer to Tab 14 Page 355). Bay Alarm are one of the leading security and fire alarm monitoring companies in California and have extensive experience in Marin County working with various local law enforcement agencies. Minor security incidents will either be handled by the on-site security guard or the General Manager, depending on the incident. Ongoing security issues (e.g., loitering in the car-park, vandalism, or attempted entry by a minor) will be dealt with as needed, with staff informed of all necessary matters both verbally (e.g., weekly staff meetings) and through email. Our security plan is extremely comprehensive and covers all known risks and situations.

5. Product Odor. Potential sources of odor at Element 7 Fairfax will come from cannabinoids, flavonoids, and terpenes present in the cannabis products. There will be no cultivation, nursery, manufacturing, packaging, processing, handling, or distribution operations at the site which are the main causes of cannabis odor as cannabis products are exposed to the external air. At Element 7's facility in Fairfax, all products will be received packaged and sealed and will be sold the same way – in this instance, the only chance that odors may be created is if products are damaged or broken, however, in both instance these products will be disposed of immediately and securely. As basic practice, Element 7 will install various odor control devices and employ various techniques to mitigate and remediate any odor emissions – this includes the use of carbon scrubbers within the HVAC system, MERV 13 Grade Filters, odor enhancing plants within the facility, and electrostatic air filtration systems that systematically clean the air which is important for both odor management, and hygiene. All filters and parts will be maintained as per the manufacturer's directions.

6. Age Limits. Persons aged 18-21 with a Valid ID Card and Physician's Recommendation will be allowed into the facility. No persons under the age of 21 will be allowed to work at the facility. Please refer to pages 203, 208, 212, 217, and Page 218 for corrections and clarifications in this regard.

7. Employee Training Programs. We are currently working with the Cannabis Training Institute (CTI) for all external class-room based training needs as Clover Leaf University is not currently operational in California for class-room based training (<https://cannabistraininginstitute.com/>). Once employed, staff are provided with an annual budget to pursue additional online and class-room based training services and Clover Leaf University (<https://www.cloverleafuniversity.com/>) is one of the approved external training



providers these staff have access to. Any local General Manager and Shift Managers hired by Element 7 Fairfax will receive on-the-job training at our Fort Bragg facility where they will live and work for 2 weeks prior to opening and operating Remedy Fairfax. Please refer to Tab 8 and page 220 for the website for the Cannabis Training Institute.

8. Odor Control Systems. Odor control will be managed by installing a small HVAC system at the rear of the property, as indicated on the revised site and floor plan. As mentioned above, Element 7 will install various odor control devices and employ various techniques to mitigate and remediate any odor emissions – this includes the use of carbon scrubbers within the HVAC system, MERV 13 Grade Filters, odor enhancing plants within the facility, and electrostatic air filtration systems that systematically clean the air which is important for both odor management, and hygiene. The storage room is used specifically for cannabis and cannabis-infused products that require a climate-controlled environment such as tinctures, balms, edibles, concentrates, flower, and pre-rolls. These products are stored at 65 degrees Fahrenheit for optimal product quality and low-wattage lights are used to remove excess artificial light which can degrade products and break down plant materials exposed to the light (lights within the room are motion activated so that when the room is not in use, lights automatically switch off to preserve quality). In addition, humidity of the ambient storage room will be kept to 61% to maintain product quality. Humidity mismanagement creates an environment for mildew, mold, and bacterial growth. Products are stored on a shelf-racking system with shelf height restricted to 12 inches to reduce load factors on products. Suppliers are encouraged to use natural products such as glass as plastic does not provide a robust barrier for oxygen transfer and has been proven to degrade trichomes. In addition, concentrate / extract suppliers are encouraged to use an outer box package (and primary glass packaging) for storage as this creates a dark environment which reduces degradation from light. No electronic devices will be used within the Ambient Storage Room as these devices create heat and an unstable environment within the Room. All products are received, stored, and sold as sealed packaged goods which eliminates odors.

9. Traffic Plan. The Traffic Plan has been included at Tab 13, Pages 338-341.

10. Interview Process. Element 7 manages all HR matters internally – Taylor Munoz was recently hired to control all hiring, training, retention, and employee policy matters. Our experience in Fort Bragg recently was that the most effective way to manage recruitment and on-boarding was to centralize our HR functions with Taylor and then work with local platforms and providers to target appropriate talent. 100% of our staff in Fort Bragg were hired locally. Please refer to Tab 9, Page 258 for this correction.

11. Career Website. Element 7 has a page on his website specifically dedicated to careers and local job opportunities - <https://www.e7ca.com/careers/>. Please refer to Tab 9, Page 259 for this clarification.

12. Job Descriptions. Local staff will not be required to hold a valid Dispensing Agent Permit. Please refer to Tab 9, Pages 289-310 for all Job Descriptions.

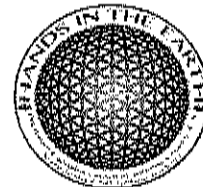


13. Insurance and Bond. I have attached copies of our Insurance Policies for South San Francisco – please refer to Tab 8, Pages 234 – 240 for copies of various policies including the Surety Bond.

14. General Inconsistencies. We have been through the entire application and addressed the inconsistencies you highlighted in your letter of November 20, 2020. Specifically, to address the specific issues you raised in the letter, I have the following:

- (1) Non-Profits are listed by name on Tab 9, Page 280.
- (2) Font sizes have been resolved I believe.
- (3) BDC (Business Development Bank of Canada) studies have been clarified on Page 161.
- (4) The glass roof reference has been removed from pages 152 and 153.
- (5) The reference to unmet needs has been removed from page 159.
- (6) As noted earlier, the Job Descriptions have been added back in pages 289-310.
- (7) The reference to snow has been removed and we apologize for its inclusion originally.
- (8) Refreshments have been removed.
- (9) Plant walls have been included in the plans on pages 319-323.
- (10) The opioid study referred to has been removed.
- (11) An electric charging station has been added as noted in pages 319-323.

15. Locally Sourced Products. As much as we would like to showcase a range of Marin County cultivators and manufacturers on our shelves, the current ordinance prohibits almost all commercial cannabis activity in the County. As and when that ordinance changes, we would be delighted to support local cultivators and manufacturers as we very successfully do in Fort Bragg today where 25% of our products are from licensed local manufacturers and producers. There are partners in Sonoma and Napa County that we do have relationships with and would be looking to include them in our plans for Fairfax. Companies include AYA, ALL Cali Farms, Castle Rock Ridge, Foxworthy Farms, Glen Tucky Family Farm, and Hands in the Earth.





With regards to product quality, we do have a 100-point **Preferred Vendor Program** in place to audit suppliers in their local communities for compliance. This is covered on page 170.

We do believe that Element 7 is the optimal partner for the Town of Fairfax. Our highly compliant and controlled operations in Fort Bragg are a demonstration, we believe, of our ability to create a business in a very local community.

As evidenced by the \$50,000+ in funding we have already spent on our application, and the lease payments we have continued to make each month to the property owner through the year, Element 7 is fully committed to Fairfax and building a sustainable business that the Town respects and feels connected to.

Please do not hesitate to contact me at robert@e7ca.com at any time if the materials we have provided need any clarification or additional materials to be deemed complete.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Robert DiVito', with a horizontal line underneath.

Robert DiVito
Co-Founder and CEO
Remedy Fairfax / Element 7 Fairfax

REMEDY

FAIRFAX

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REMEDY

FAIRFAX

SECTION 1 REMEDY FAIRFAX INTRODUCTION

THANKS FOR THE
OPPORTUNITY



Dear Honorable Mayor Lacques, Council Members, & Town Staff,

We are looking to expand our operations across the State of California in 2021 and the Town of Fairfax is at the top of our priority list. If we are successful in securing a cannabis permit, you will have my full commitment to doing all that we can to work with the Town to achieve our shared goals and commencing operations.

Our location at **1930 Sir Francis Drake Blvd., Fairfax** is the optimal location in the Town for a cannabis retail business. With off-street parking for six cars, separate entry and exit points, and a small fully-contained site on Sir Francis Drake Blvd., we believe the site will maximize taxes, jobs, and compliant economic development.

We are tremendously excited about the opportunity and look forward to working with the Town, community, and constituents of Fairfax to build a cannabis business, operated in partnership with the local community, you will embrace. Our concept, '**Remedy Fairfax**', is unique to the Town and will be operated with 100% local staff and operations designed to address the unique needs of local cannabis patients and customers. Element 7 currently operates one dispensary in Fort Bragg (Mendocino County) - we will implement best practices from this operation in Fairfax to ensure that we are delivering a premium and proven experience to the residents of Fairfax under a 2nd brand name - Remedy Fairfax.

We believe that the quality of the Element 7 cannabis education positioning and our growing California market experience and footprint, combined a **very local voice, footprint, management team and brand**, is the perfect model for your Town and local community as it brings best-in-class operations with a very local operation.

Our unique business model will allow local staff to own equity in the business, making it a true local enterprise. My personal cell phone number is (312) 823 7638. I can be reached at any time if you would like to discuss any aspect of our application further.

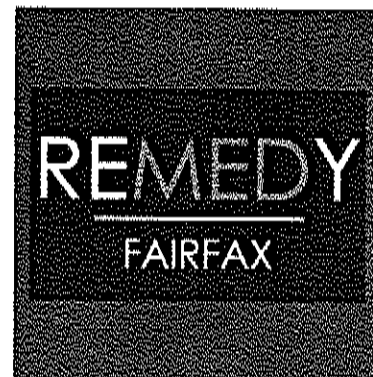
Yours sincerely,

Robert 'Bobby' DiVito
Founder and CEO
Remedy Fairfax
robert@e7ca.com

Nicolas Pommier
Co-Founder
Remedy Fairfax
nicksdojo@mac.com

Matthew Brown
Co-Founder
Remedy Fairfax
matt@meridiancommercial.com

WE'RE BRINGING COMPLIANT CHANGE DEAR READER



Hello. We're excited that you're considering us to become part of your community! We hope to meet with you to discuss the incredible opportunities that our holistic health organization offers one day soon.

Before then, we want to give you a personal glimpse into what our motivations are and how we plan to bring about enormous beneficial and compliant change to your city.

But first, let's talk about YOU.

Many people (maybe even you) are suffering from health problems across the country, and many of these problems can be eradicated by a few lifestyle and habit changes.

People are exercising less than they did last year, our diets are getting worse, and 36% of American adults are now obese. The leading cause of cardio-vascular disease and cancer is obesity. You'd be better off living in Chile or the Czech Republic than in California — California now has the worst disparity in health in the country, and the gap will widen over the next decade.

Mental distress now affects 1 in 8 Americans. It's all quite overwhelming and exhausting, right? Sadly, there is a 33% chance that you won't get enough sleep tonight either, and a 35% chance you'll reach for an opioid to help you try to relax and sleep soundly throughout the night.

What's our point you ask?

Health is a state of complete physical, mental, and social well-being and NOT merely the absence of a disease. Element 7's primary goal is to promote complete holistic wellness which will start to solve this health crisis.

Upon entering Remedy Fairfax, you'll learn as much about the importance of spiritual and emotional balance as you will about cannabis products — we promote Pilates, yoga and balanced diets as much as we talk about cannabis-infused brownies and cookies.

Why do we do all of this, you may ask? Well, because we're concerned about the future of our country and people as much as you are. Beyond that, we feel that by promoting physical, spiritual, and mental health, our customers will become more informed and engaged about ways to vastly improve their lives through health while embracing a brand and company that has their best interests in mind.

Happy reading, and thanks in advance for your energy and time!

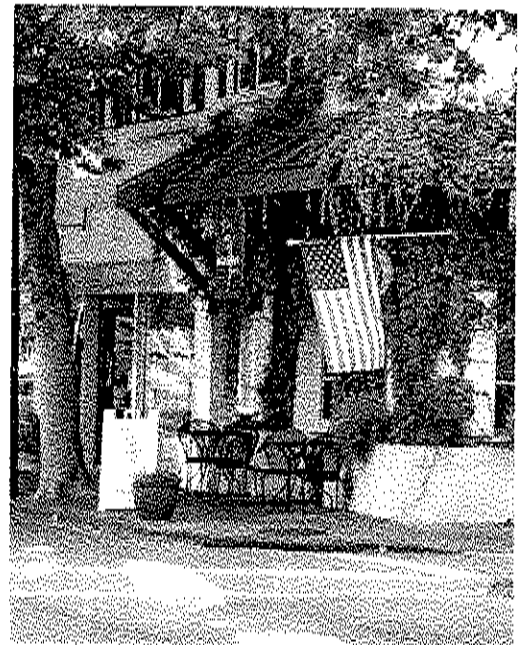
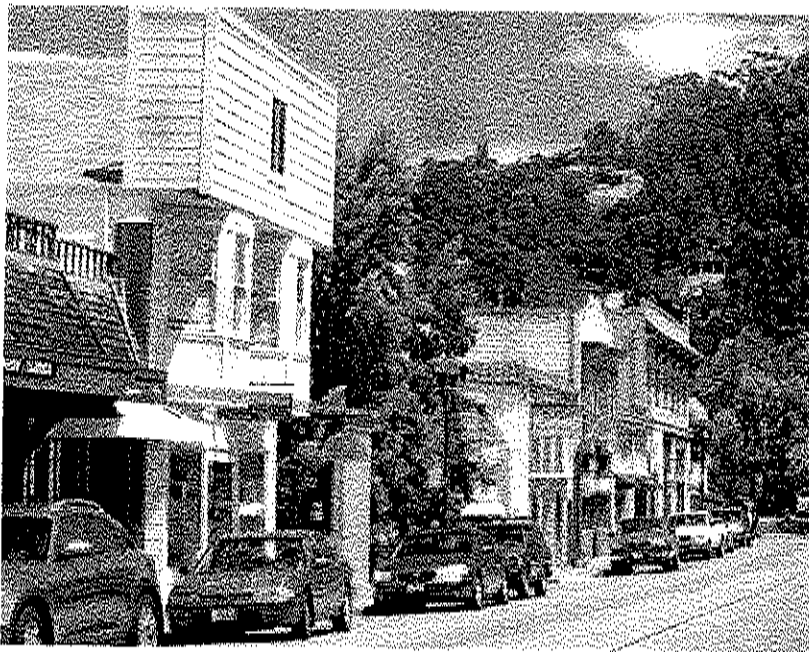
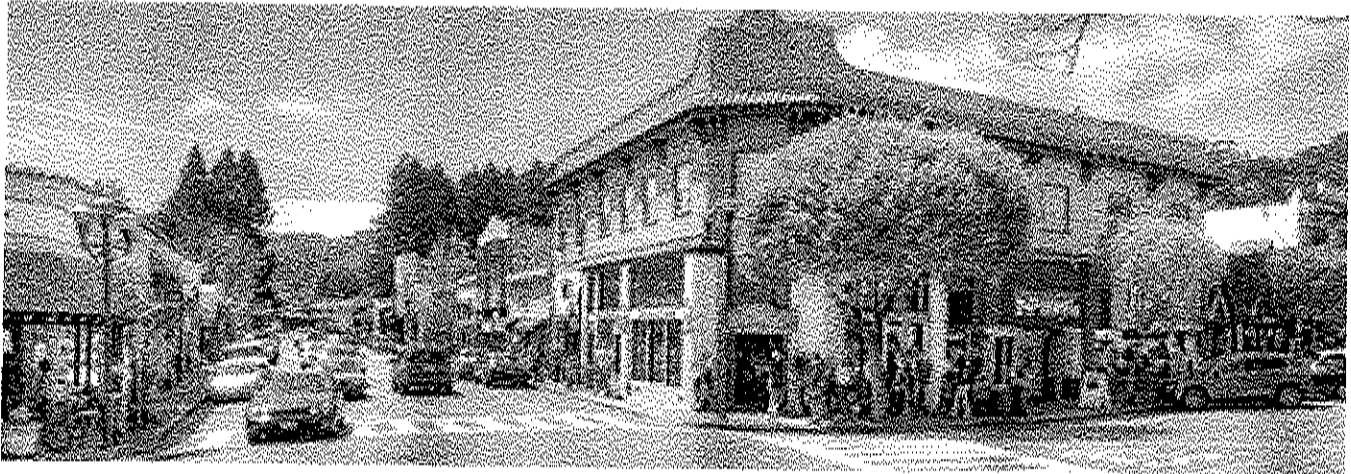
WE WILL SUPPORT & EXPAND LOCAL FAIRFAX CULTURE



We are committed to nurturing and supporting the culture and character of Fairfax and have committed to an annual budget for this initiative.

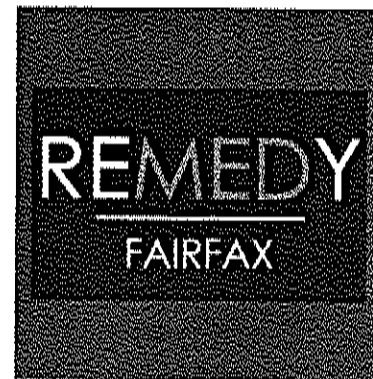
This budget will be overseen and managed by the **Community Advisory Board** that holds Remedy Fairfax accountable to the commitments it has made to the local community and used for both existing and new events approved by the community and Board.

As part of our community outreach efforts, we have met with, educated, and engaged with 40 local businesses (support letters are included in our application), all immediate neighbors, and over 100 residents and community leaders.



WE HAVE LOCAL OWNERS & OPERATORS

Remedy Fairfax will be managed by Robert DiVito and Nicolas Pommier, a local resident that has lived in the County for 24 years and started his first business in Marin County at the age of 21.



The pair will be supported by Element 7's SF and LA teams, providing them with the back-end resources across legal, finance, tax, compliance, staff training, and inventory management resources to ensure that the business is operated at a level that exceeds State regulations. Matt Brown will play an important community outreach, engagement, and educational role within the business.

The team will ensure that Remedy Fairfax is built and operated in a manner that ensures the business operates as a local enterprise with a 'Uniquely Fairfax' feel, character, and voice across all aspects of the operation.

Staff will be hired from the local community and then have a chance to own equity in the business after serving twelve months. The business will work closely with community groups including non-profits that focus on health, education, cultural and veterans affairs issues.

The proposed **medical cannabis dispensary will focus on patient and customer education** - programs will focus on properly educating the local community on the medical benefits of cannabis, proper use, dosages, delivery systems, and a range of other matters associated with the plant and industry.

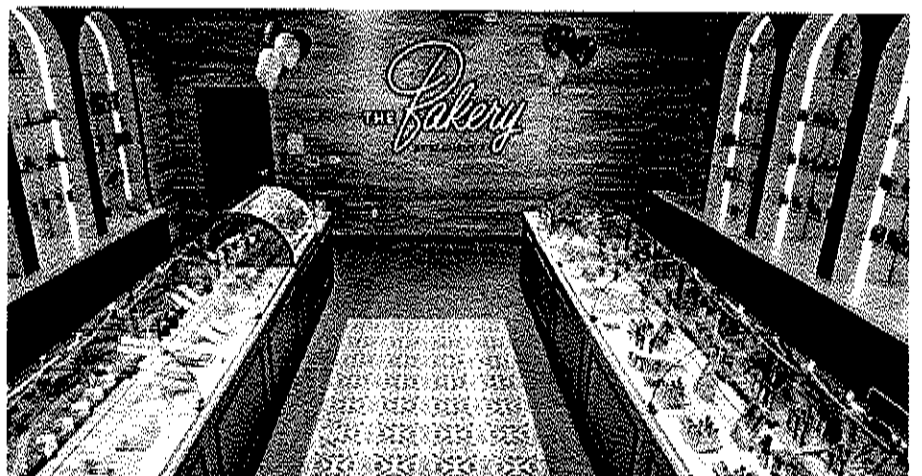
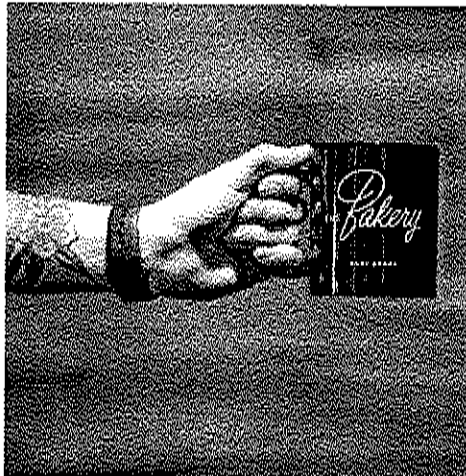
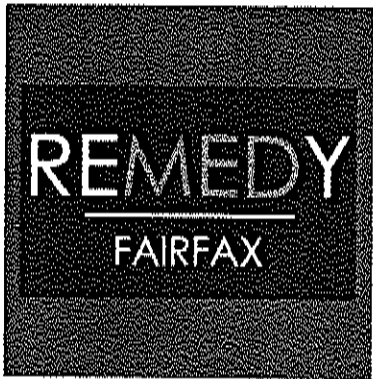
We are excited about collaborating with local businesses and ensuring that Remedy Fairfax integrates itself into the local community. Having a local voice, footprint, operational model, and community engagement platform that speaks directly to the unique needs of Fairfax is critical to our operations.

We are committed to special projects that restore, maintain, and enhance the local community - our proposal includes a range of local commitments that will fund a range of 'special projects' that will be overseen by a Community Advisory Board intent on holding us accountable to our projections and promises.

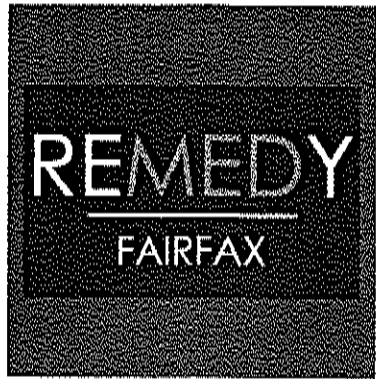


DISRUPTING THE OLD CANNABIS RETAIL EXPERIENCE

Element 7 operates The Bakery cannabis dispensary in Fort Bragg - a small coastal town in Mendocino. 100% of the staff have been locally hired and operations have a uniquely local vibe and feel, something that we will replicate in Fairfax with the Remedy Fairfax branding and positioning. This model allows us to have a very local footprint backed by the Element 7 team in San Francisco that help oversee taxes, compliance, and operations.



WE WANT TO BE A ROBUST DEVELOPMENT PARTNER



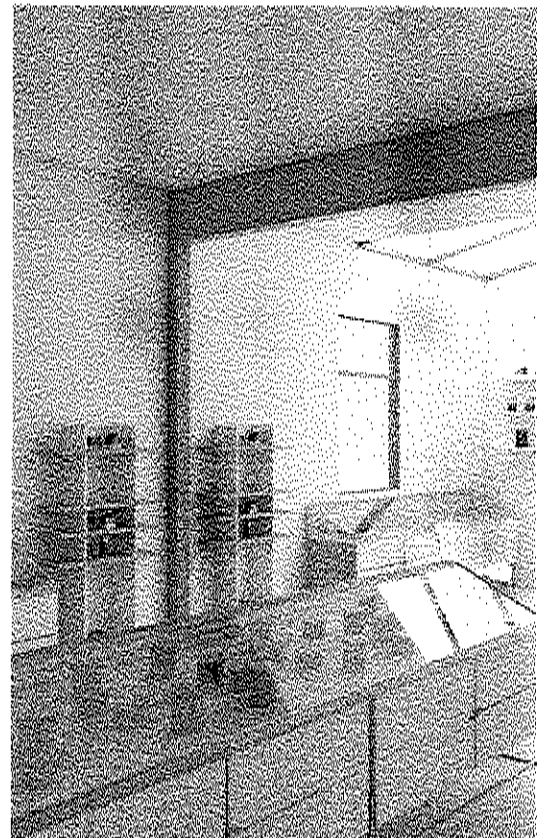
Element 7 has identified a property at **1930 Sir Francis Drake Blvd., Fairfax** which is compliantly zoned for cannabis business.

This site presents us with an opportunity to create a unique cannabis business on the site, incorporating a medical cannabis dispensary and small cannabis education learning center that would be unique to Fairfax with a prime main-street retail frontage.

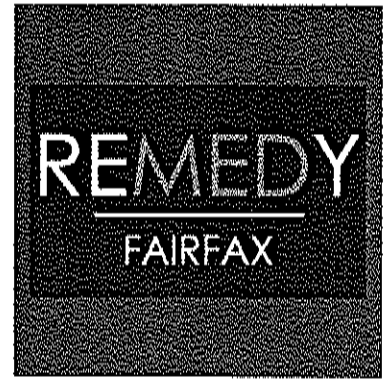
With cannabis consumption and acceptance growing at robust levels, Fairfax is uniquely positioned to benefit from California's booming cannabis industry, but it needs sustainable forward-thinking operators.

A cannabis educational center in Fairfax would allow the Town to take a leading role in educating cannabis' newest and eager customers - soccer moms, 'conservative experimentalists', 'baby boomers', and housewives. Element 7 Fairfax presents the ideal environment for these consumers to learn about cannabis in a safe and inviting space.

Backed by a private family trust, we are fully funded, financed and ready to expand our small but growing California operations in Fairfax in 2021.



WE ARE THE OPTIMAL CANNABIS PARTNER



The changing cannabis ordinance in Fairfax has created tremendous opportunities for sustainable economic growth in the Town. The key to achieving this growth lies in finding economically healthy and robust cannabis operators that will partner with the Town to promote long-term industrial growth.

These partners will create jobs and develop entirely new forms of commerce, generating tax revenues for the Town, all while serving a safe and compliant product to eager consumers and patients in the community.

Element 7 is the optimal partner that the Town of Fairfax is looking for.

Our decades of successful business management and retail operations experience have enabled us to build a business model, team, and set of processes that guide our business operations. Our focus is on running a successful business that can cut through the fog of uncertainty, apprehension, and misinformation that is still associated with cannabis use and cannabis businesses. We do this in four ways:

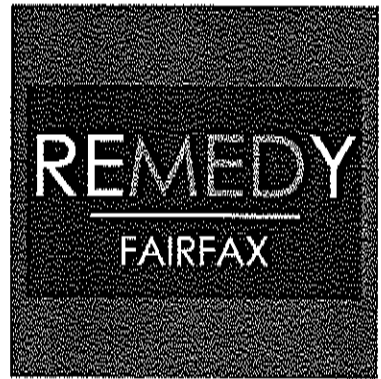
Building World-Class Operations: We know that we have the best people, products, and partners in the industry, and this allows us to ensure that every interaction with our local government partners and end users exceeds even their highest expectations. Our financial backing allows us to build sustainable operations.

Stimulating Local Economic Development: We have a long track record of job creation in the communities in which we operate and tax revenue generation for those same communities. We are a collaborative organization, and we seek to strengthen not only our own position but also the larger local and regional business environment. Our business model puts equity in the business directly into the hands of the Town, community and local constituents who will be employed at our facility.

Prioritizing Continuous Profession Engagement: We listen carefully to customers and the communities of which they are part of. To show our commitment, we create meaningful community advisory boards that hold us accountable for the commitments we make. We have identified three local charities we would partner with in Fairfax that supports health, education, and veterans affairs.

Committing to Business with Purpose: We put purpose before profits, and we show this by educating at-risk youths in the community, providing discounted medicine to needy patients, supporting local community initiatives, and making firm commitments to improve our communities and the lives of those who live in them in tangible ways.

WE ARE OWNED AND OPERATED
LOCALLY



Nicolas Pommier (Co-Founder and General Manager) has been a lifelong resident of Marin County, and business owner in the County for 24 years. As the owner and CEO of Ross Valley CrossFit in nearby San Anselmo, Nicolas, along with his wife Stephanie, has been a driving force in the County's health and wellness for over 2 decades. He opened his first business in the County in 1995, a martial arts studio in Redhill Shopping Mall, and passed that business along to his instructors before launching his next fitness business. Nicolas is passionate about Marin County development, a father of two young boys, and would serve as the General Manager of Remedy Fairfax.



Matt Brown has been a lifelong resident of Marin County, a graduate of Drake High School, the owner and President of Meridian Commercial (a leading commercial real estate firm since 1986), a former Council Member and Mayor of San Anselmo, and a former Marin LAFCo Commissioner. He holds a BS in Finance from San Diego State University. Matt is a pillar of the local community, civically active, and strives to build great relationships in local communities across Marin and Sonoma Counties where his commercial real-estate business is most active.

WE KNOW THAT OUR PEOPLE ARE OUR GREATEST ASSET

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FAIRFAX



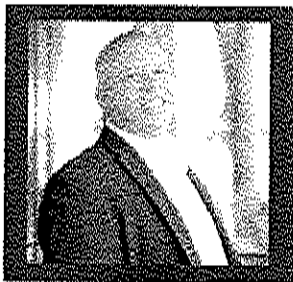
Robert DiVito (Founder, CEO and Owner) founded the Element 7 business and is a cannabis expert with experience across all aspects of the industry including cultivation, distribution, brand development, and retail operations. He is the former General Manager of StrayLight Farms. Robert is the Founder, CEO and owner of Element 7.



Neil Demers (Chief Retail Officer) was voted the industry's #1 Executive at the 2017 Cannabis Business Awards. He holds a Masters in Finance (University of Denver) and is the Founder and CEO of Diego Pellicer, the #1 cannabis dispensary in North America in 2017 and 2018 (National Cannabis Business Awards). Neil brings over a decade of cannabis retail understanding, experience, design, and customer management to Element 7.



Amber Norwood (Chief Compliance Officer) is an Attorney and previously worked for the US Attorney General within the Miami Field Office. She is a minority rights advocate, and member of NORML, California Minority Alliance and WomenGrow. Amber heads Element 7's regulatory and compliance measures, overseeing all efforts to ensure no other cannabis business is controlled compliant, taxed, tested or trusted as Element 7.



Corey English (Chief Security Officer) is Element 7's strategic security lead and oversees all security measures and efforts for the Element 7 brand. His security guidance covers all risk management, threat suppression, and systems to guide the Element 7 business and team. He is the President of LEAPS (Law Enforcement and Private Security) and has over 2 decades of experience working for some of the world's largest companies.



Nicholas Jack (Retail Experience Officer) is the Chief Retail Officer of Diego Pellicer. Voted the industry's #1 Retail Manager in 2017 at the National Cannabis Business Awards, Nicholas has unmatched experience building, operating and scaling cannabis dispensaries. He is transforming the cannabis retail industry through his exceptional attention to detail, understanding of the cannabis consumer, and eye for products that create disruption and change.

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Josh Black (Chief Marketing Officer) is a former Marketing Director with PepsiCo, managing Tropicana, Aquafina and Gatorade brands. He is the former CEO for WPP's (world's largest media and marketing services holding company) content and entertainment business. He is a published author, named in the media industries '40 Under 40' in 2016 and has judged industry awards in Cannes.



Eric Greenberg (Chief Financial Officer) is an accounting, financial control, and taxation specialist. He is a Certified CPA, member of AICPA, and is an Adjunct Lecturer at De Paul University (Chicago) in the Commerce Faculty. He holds a Masters in Business and Taxation and has over 30 years experience in accounting, taxation and financial risk management. His experience spans consumer goods, services, professional athletes, and capital markets.



Lynne Lyman (Policy Advisor) is the former California State Director for the Drug Policy Alliance, the nation's leading organization promoting alternatives to the war on drugs. Lyman oversaw the DPA's Los Angeles and San Francisco offices and provided oversight, strategy, and direction for DPA's California-based efforts on criminal justice reform, harm reduction and marijuana law reform. Her writing contributed to Prop 64.



Sheila Merchant (Chief Legal Officer) is a Columbia University Law School graduate and has practiced law for over a decade in California. Sheila brings an incredible depth of contractual law experience working with municipalities at a local and regional level. Her work in the cannabis industry covers all license types and jurisdictions from City to State.



Christopher Bloom has a background in marketing, information management, retail compliance, and education. He has worked for several Fortune 500 companies including Comcast, Verizon, Anheuser-Busch, and Brown-Foreman in various sales, technology, compliance, and marketing roles. His experience in regulated industries, especially alcohol licensing and service, is robust. At Element 7 Chris oversees project development.

WE KNOW THAT OUR PEOPLE ARE OUR GREATEST ASSET



Elicia Terry (Licensing Director) is one of Element 7's key Licensing Directors and oversees the team's State Licensing needs, ensuring that Element 7 is exceeding State requirements where possible, and at the forefront of industry best-practices across product management, security, inventory, consumer safety, education, product handling, and environmental issues.



Mark Fisher (Property Manager) is a retired US Army veteran who comes to Element 7 after spending his post-service career based out of Las Vegas working in commercial real-estate. Mark was also an adjunct professor at the College of Southern Nevada and private consultant on property acquisition. Mark has also consulted on licensing, and compliance for multiple resorts around the US. At Element 7 he oversees property management and development.



Dominique Felbaum (Head of Regulatory Affairs) oversees Element 7's engagement with Planning and Economic Development Departments to ensure Element 7 is meeting the regulatory requirements set by each Municipality across security, building, planning, engineering, traffic and parking. She has managed licensing and compliance for some of California's largest cannabis brands.



Gabriel Wiesen (Retail Operations) brings over a decade of general F&B retail experience to the team. He has built and operated two of Illinois' largest food truck operations, is the former Head of the Illinois Food Truck Association and has grown Beaver's Donuts and Dapper Donuts to national franchises with over 100 stores in operation across a dozen US States. Gabriel provides retail operations experience across the full Element 7 business.



Justin Calvino (Head of Product Quality) is a founding board member of the Mendocino Cannabis Industry Association and the California Growers Association. He founded the industries leading craft cannabis initiative - the Emerald Exchange - as well as the Mendocino Appellations Project, Mendocino Coast Farmers Market, and Mendocino Cannabis Policy Council. Most recently he helped launch the California Cannabis Tourism Association.

OUR TECHNICAL EXPERTS ARE INDUSTRY LEADERS

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Bob Hoban (Legal Advisor) is the pre-eminent attorney in the North American and global cannabis industry. With offices in 13 States and 10 countries, 'Hoban Law Group' has more than 72 practicing cannabis attorneys. Bob's groundbreaking 'Cannamart' case in 2010 paved the way for Colorado's cannabis regulatory system.



Larry Frogoso was born and raised in Tracy, CA. In 1974 he began his fire fighting career, working for the City for 23 years with the Tracy Rural Fire District. In 1999 he returned to the City of Tracy Fire Department as a Battalion Chief and retired as a Division Chief in May of 2005. He presently operates a small R.V. park in Oroville and joins the Element 7 team as a strategic advisor on all aspects of fire safety, processes, and site design with 29 years experience.



Dr. YuFu Cheng (Sustainability Advisor) is a medical cannabis advocate and China's Director for Global Warming at the R20 United Nations program. Chaired globally by Arnold Schwarzenegger, R20 accelerates the implementation of 'green infrastructure' projects in waste optimization, renewable energy, and efficiency. YuFu Cheng holds a Ph.D., Ecology (Climate Change) from UC Davis.



Bradley Bernard (Odor Management Advisor) is a HVAC and Odor Management Specialist from Martinez, CA, with over 25 years of experience designing, constructing, installing, and managing air-conditioning, cooling, heating, and odor control management systems. Bradley is a Licensed C20 heating and HVAC Contractor and consults with Element 7 across its odor management processes, systems, hardware, and installations across California.



Kevin Sullivan (Data Security Advisor) is a proven and experienced business leader with over 30 years experience in data security, military systems, and government contracts. Kevin rose to the rank of Lieutenant Colonel in the US Army (Director of Aviation, US Army Pacific, Fort Shafter, Hawaii), spending 20 years serving his country. He is the Founder of Leading Points Corporation which provides data security, biosecurity, and enterprise solutions globally.

WE ARE SUPPORTED BY DEDICATED MEDICAL PROFESSIONALS

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In addition, Element 7 has two medical advisors that recently joined the team, who lead policy, education, strategy, and partnerships within the medical community for Element 7.

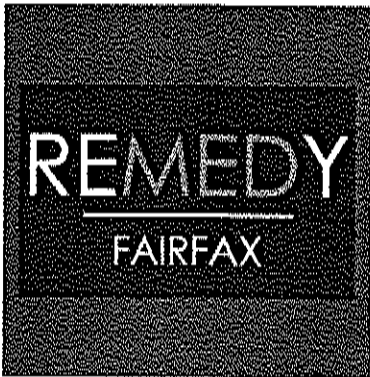


Dr. Uma Dhanabalan (MD, MPH, FAAFP) is a highly respected physician trained in Occupational & Environmental Medicine, the Founder/CEO of Global Health & Hygiene Solutions, LLC with a practice called Uplifting Health & Wellness in Natick, MA. As a Fellow of the American Academy of Family Physicians and a Diplomat Certified in Cannabis Medicine, she has advocated for cannabis as an "exit drug" alternative to opiates for managing the pain and inflammation that often accompany sports injury. Dr. Uma is a keynote speaker in front of lawmakers in Massachusetts and Washington, DC. And attends several domestic and international medical conferences each year to conduct speaking engagements as a cannabis activist, author and expert.



Dr. Efthimia Vasiliadis (PHARM D.) holds a Doctorate Degree in Pharmacology (2002-2004), a Bachelors of Science in Pharmaceutical Studies (2000-2002), and a Bachelors of Science in Molecular Cell Biology, all from the prestigious University of Connecticut. She brings almost unmatched experience as a retail pharmacist and has worked for CVS Pharmacy Inc., for 17 years (2002 - 2019), and the Stop and Shop Pharmacy Group for a year (2019). Her unique skillsets filing and processing prescriptions, operating under highly regulated State and Federal Laws, counseling patients, collaborating with physicians and insurance companies, managing inventory, and addressing workflow issues, are invaluable to Element 7 as we focus on being the most compliant, controlled, and regulated cannabis retail operator in California.

ELEMENT 7 HELPS EXPUNGE RECORDS JUSTICE REFORM




Element 7 created history in 2019 when it hosted **Fresno's first ever Expungement Clinic with the Fresno Public Defender.** Other events have been held in Chicago and LA in 2019.

The Expungement Clinic, held in partnership with the Fresno County Public Defender's Office, NDICA (National Diversity and Inclusion Cannabis Alliance), and Element 7, paves the way for Fresno residents with minor drug related criminal records to enter the legal and licensed cannabis industry to gain meaningful employment, or as owners and investors.

Expungement clinics are part of the much needed reparative justice for the harms of cannabis prohibition, which targeted people of color and from marginalized communities. Volunteers from the Fresno County Public Defender's Office were available at the Clinic to provide free legal assistance to Fresno residents with drug related criminal records, including Prop 64 and Prop 47. **In the previous 2 years, the Public Defender had only expunged the records of 89 persons. In a single day we expunged 120 records!** In addition, we handed out over 100 food bags, helped 40 people sign up to vote, and assisted 30 families to received food Stamps.

Carmen Romero, attorney with the Fresno Public Defenders Office Clean Slate Program said, "We encourage the community to come take advantage of the opportunity to clear their criminal convictions and begin the overcome the obstacles to better jobs, housing and other benefits." This was the Fresno Public Defenders first expungement clinic in partnership with NDICA and Element 7 at the national and local level.



NATIONAL EXPUNGEMENT WEEK CHICAGO

CLEAN YOUR RECORD.
CHANGE YOUR LIFE.

What we offer:

- Record Sealing & Expungement Processing Assistance
- Cannabis Industry Interviewing & Hiring
- Free Legal Advice
- Vote Registration
- Public Housing Info


MUST BRING YOUR RECORDS
COOK COUNTY RESIDENTS ONLY

SEPTEMBER 22ND, 2019
12PM - 5PM


THIRD WAVE COFFEE
1035 W. LAKE ST.
CHICAGO, IL 60605

PRESENTED BY
THE NDICA.ORG
208.721.9133
THE NDICA @ GMAIL.COM
WWW.NDICA.ORG/EXPUNGEMENT

SPECIAL GUESTS







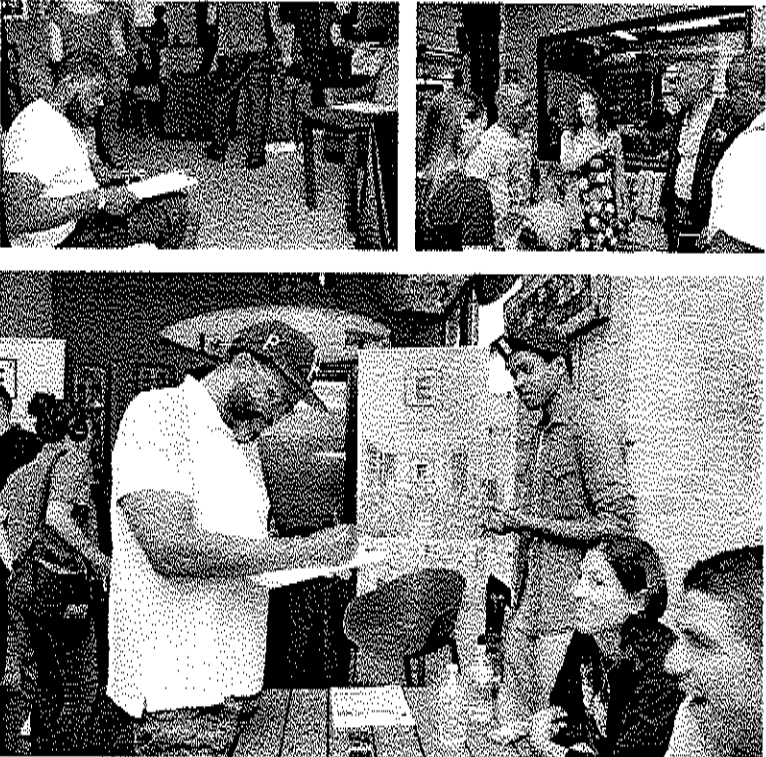
ZAIRILLA BACON
CEO/FOUNDER CANNABIS & LIFE



FREEWAY RICK ROSE
FOUNDER/CEO/COO

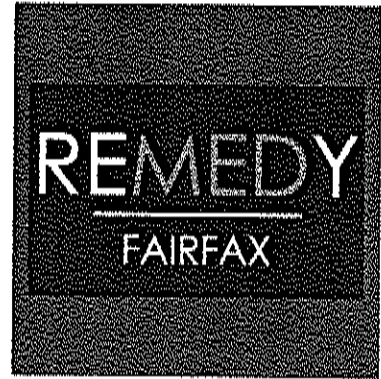
PRESENTED BY



WE CREATE EMPLOYMENT CAREERS NOT JOBS

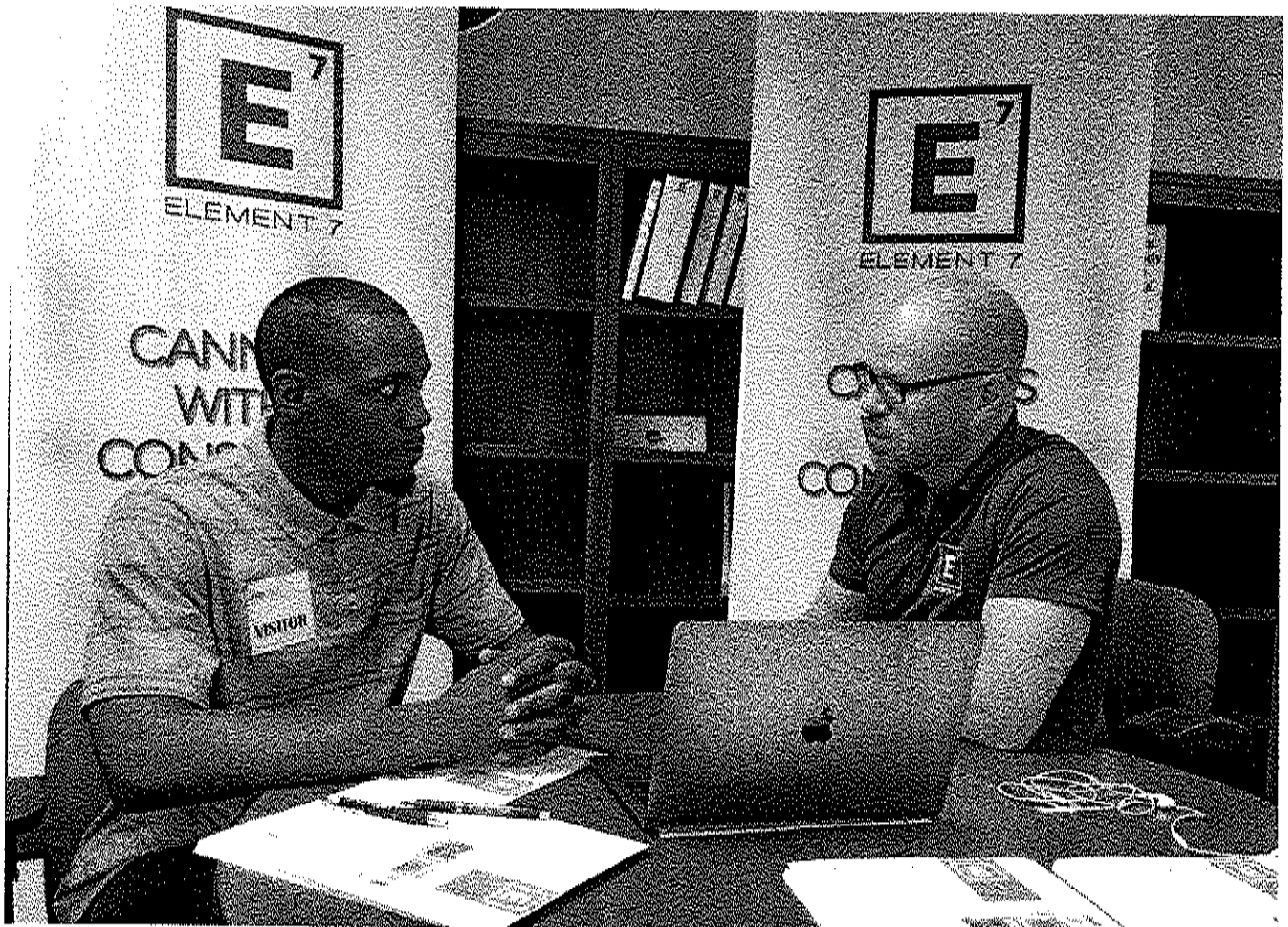
Element 7 recently partnered with the State of California Economic Development Department (EDD) to host a Careers Fair in Van Nuys, Los Angeles.



The Economic Development Department is committed to assisting workers and job seekers to gain meaningful employment in California, and assists with training, labor law, and a range of other employment services to businesses and employment seekers.

At the event, Element 7 met with over 40 potential candidates and hopes to employ a number of these workers in the next 6 months.

Element 7 is committed to recruiting and retaining the very best talent in the market and our work with the EDD is key to this ambition.



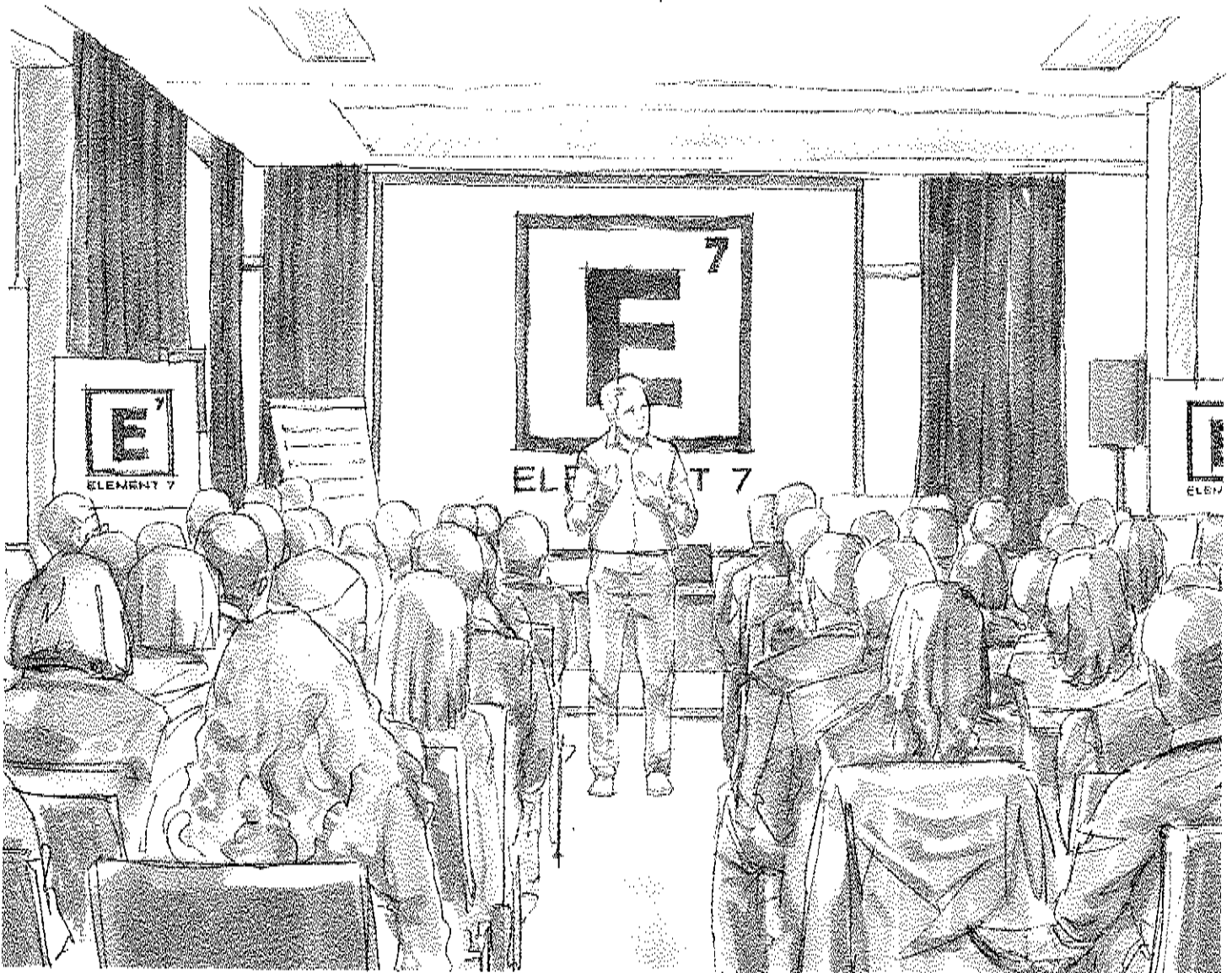
WE EDUCATE CITIES AND COMMUNITIES TO BUILD TRUST

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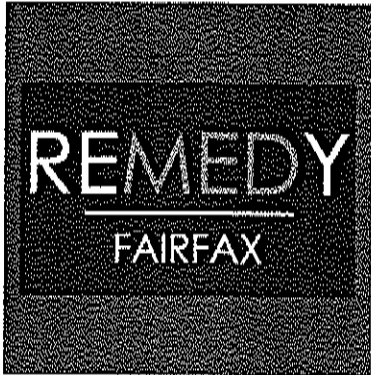
In our business, everything starts with education—from the proper use of the plant through to educating groups and individuals about the positive benefits of cannabis when used correctly and its dangers when abused.

Education allows people to build informed opinions—so essential in the cannabis industry, which continues to contend with a cloud of prejudice and misinformation surrounding the substance and those who use it.

Over the last four years, we have educated over 20 Cities and Counties in California regarding cannabis, many of which have since passed an ordinance that allows them to tightly control how the industry develops in their County, City or Town.

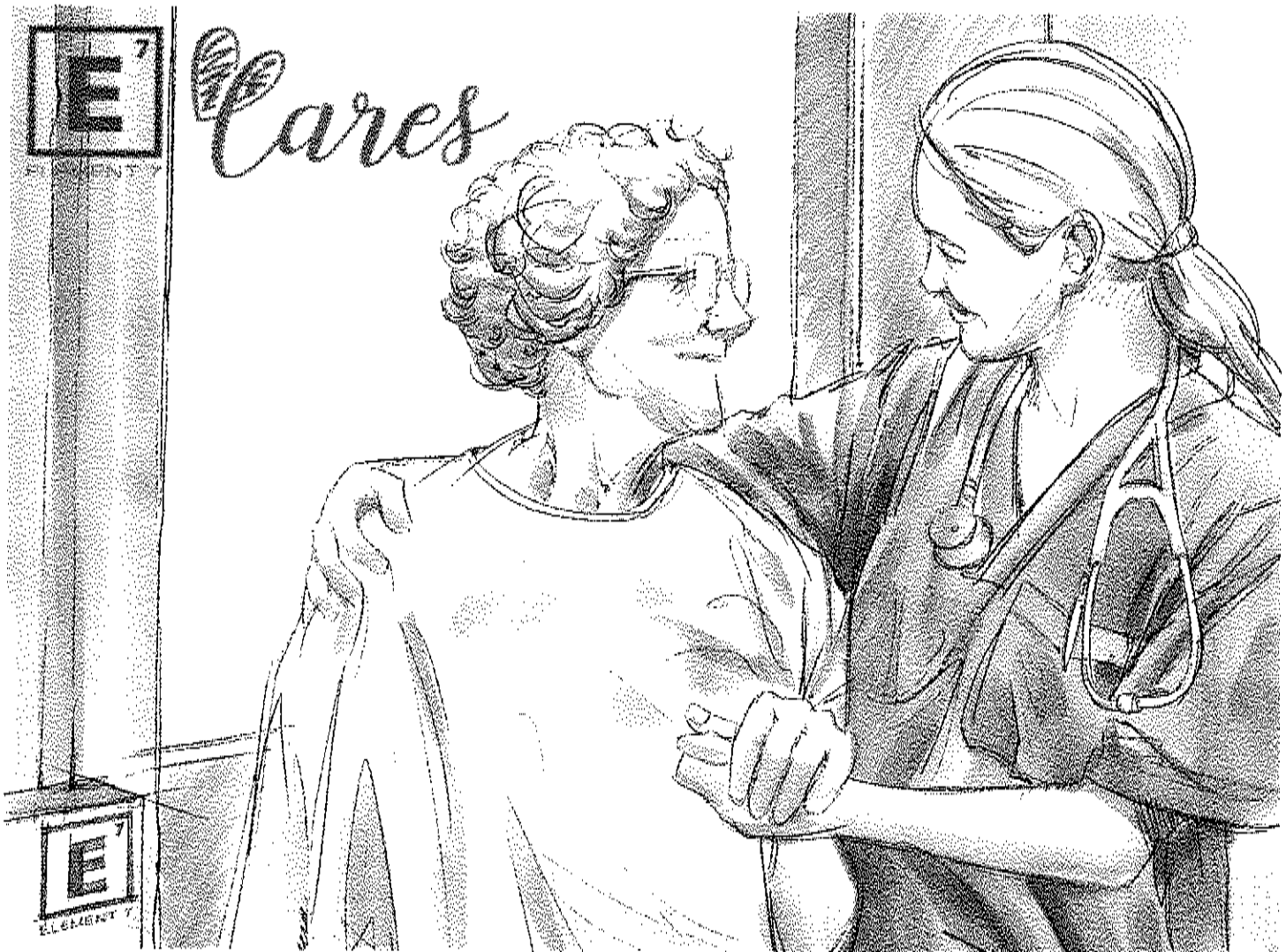


OUR OPERATIONS ARE BACKED BY **PASSION AND PURPOSE**



Our approach in Fairfax is laser-focused on being locally relevant, which means paying particularly close attention to the needs and concerns of the community, including both residents and businesses. We understand and appreciate that the needs and concerns of the community are entirely unique, and each of these issues is carefully addressed in our Business Plan.

Element 7 wants to ensure that it pays-it-forward and pays-it-back. For this reason, we have developed a goodwill outreach program, E7 Cares, that promotes education, health, and veterans affairs in the Town. We are committed to an annual budget (\$30,000) to support this program and have identified four (4) local non-profits that we will partner with.



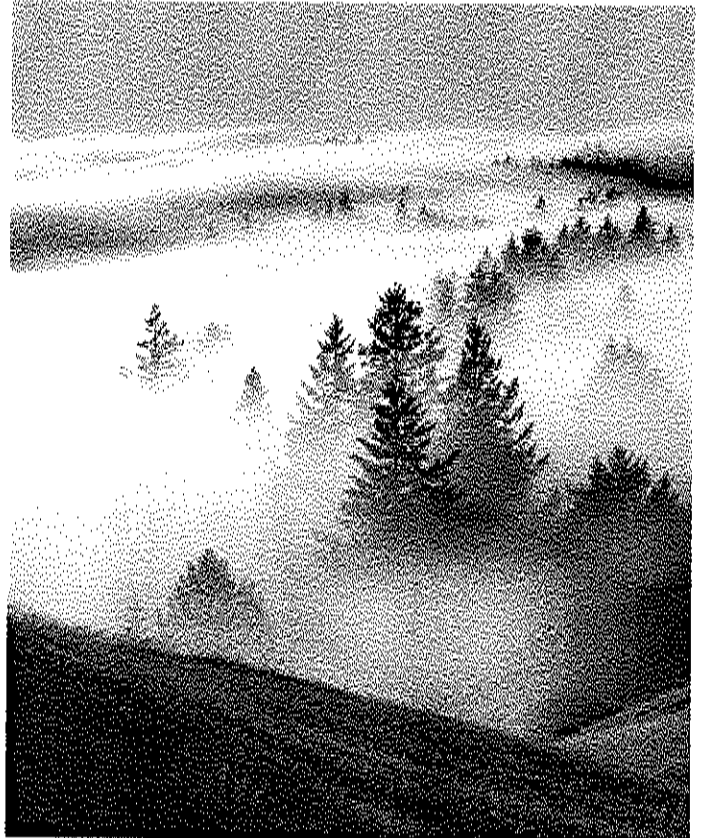
WE WILL SET A NEW INDUSTRY STANDARD IN THE TOWN OF FAIRFAX

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We are proud to present our vision for Remedy, and we are confident that the site we have selected will help us meet the needs of the Town and its vibrant community. It will also be fully compliant with Fairfax's Cannabis Municipal Code dealing with public safety, health, comfort, and economic development.

While Element 7 has over a decade of cannabis experience and has recently been awarded additional permits in California's Coastal Region (San Luis Obispo), Humboldt County (Rio Dell), and the Bay area (Walnut Creek), the changing and evolving retail landscape means we are continually looking to innovate our brand and add deeper intellect to our team. We will continue to push the boundaries driving change and ushering in new retail standards that tomorrow's cannabis customer will demand, elevating our offer continuously.

We are committed to being the most trusted, tested, taxed, controlled, local, and compliant cannabis operator that the Town could identify and partner with to expand the Town's cannabis business strategy and operations.



We know that the business operations at Element 7 Fairfax will set new standards in the cannabis industry and help the Town define how cannabis brands and businesses should operate and be governed in 2019 and beyond, and we are excited to partner with Fairfax through our **Cannabis with a Conscience** positioning and brand ethos to achieve our shared ambitions for this very local business.

Kind Regards,

Robert DiVito
Founder and CEO
Remedy Fairfax

Nicolas Pommier
Co-Founder
Remedy Fairfax

Matthew Brown
Co-Founder
Remedy Fairfax

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SECTION 2 CANNABIS PERMIT APPLICATION



FAIRFAX PLANNING AND BUILDING SERVICES

CANNABIS BUSINESS PERMIT APPLICATION

Please schedule an appointment with the Planning Department to submit an application

SECTION A – FEES AND DEPOSITS

- Application Fee \$2,800
- Consultant Deposit \$2,000 (Please note an administrative fee of 20% of the consultant cost is required if a consultant is used)

SECTION B – APPLICANT/BUSINESS INFORMATION

1. License Type:

- Delivery-Only Retailer
- Medicinal Retailer
- Medicinal Retailer/Adult Use Only Delivery

2. Business Organizational Structure: (Please check ONE)

- Sole Proprietorship Corporation (or foreign corporation) Limited Liability Company
- Limited Partnership General Partnership Limited Liability Partnership

3. Name (sole proprietor first and last, all other legal business name)		Doing Business As (DBA)	
Element 7 Fairfax, LLC			
4. Business Address	City	State	Zip Code
1930 Sir Francis Drake Blvd.	Fairfax	CA	94930
5. Mailing Address (if different from business)	City	State	Zip Code
8033 Sunset Blvd. #987	Los Angeles	CA	90046
6. Business Website	Phone Number	E-mail	
www.e7ca.com	[REDACTED]	robert@e7ca.com	
7. Social Security Number, Individual Taxpayer Identification Number or Business Federal ID Number			
[REDACTED]			

SECTION C – PRIMARY CONTACT PERSON

8. Name and Address	Title	Phone Number	E-mail
Robert DiVito	Founder	312-823-7638	robert@e7ca.com

SECTION D – BUSINESS OWNER INFORMATION (Attach additional pages if needed)

9. Name	Phone Number	Ownership %	Job Title
Robert DiVito	[REDACTED]	86%	Founder
Mailing Address	City	State	Zip Code
[REDACTED]	Los Angeles	CA	90046
Name	Phone Number	Ownership %	Job Title
Matthew Brown	[REDACTED]	3%	Co-Owner
Mailing Address	City	State	Zip Code
[REDACTED]	San Anselmo	CA	94960

Name	Phone Number	Ownership %	Job Title
Mailing Address	City	State	Zip Code
Name Nicolas Pommier	Phone Number [REDACTED]	Ownership % 11%	Job Title Co-Owner
Mailing Address [REDACTED]	City San Anselmo	State CA	Zip Code 94960

SECTION E – NON-OWNERS WITH A FINANCIAL INTEREST IN THE BUSINESS
(Attach additional pages if needed)

9. Name	Phone Number	E-mail	
Mailing Address	City	State	Zip Code
Name	Phone Number	E-mail	
Mailing Address	City	State	Zip Code
Name	Phone Number	E-mail	
Mailing Address	City	State	Zip Code

SECTION F – FICTITIOUS BUSINESS NAMES (Attach additional pages if needed)

10. Business Name			
Mailing Address	City	State	Zip Code
Business Name			
Mailing Address	City	State	Zip Code

SECTION G – REQUIRED INFORMATION

Please document how the proposed business will comply with each of the criteria below, which the Town will use to evaluate your business proposal.

Business Plan:

- Industry experience
- Financial capacity to start up and sustain business operations
- Business design/layout: secure, attractive, unobtrusive design
- Innovative or boutique business models consistent with the Fairfax community
- Additional information that demonstrates the ability to operate in a manner consistent with the values of the Town, including, without limitation, local residency of principals (3+ years), connection to Fairfax, ability to serve Fairfax, familiarity with the Town.

Operating Plan:

- Provide a copy of completed State licensing application (confidential information must be redacted by applicant). You do not have to submit the licensing application to the State until/unless you are approved for a Fairfax Cannabis Business Permit.
- Provide information on inventory controls and sales procedures that will be used to prevent diversion to illegal market and access to minors
- Employee training beyond that required by the State
- Parking, circulation and traffic plan, including truck and delivery parking if applicable, to ensure safe access and minimize traffic congestion
- Complaint response program
- Additional operational procedures demonstrating safety, commitment to community welfare and community responsiveness

Public Benefits:

- Describe anticipated employee wages and benefits (living wage)
- How will the business address social equity in its hiring and business operations
- How will the business benefit patients beyond providing cannabis
- Describe planned business programs that will benefit low income medical patients
- How will the business ensure that the cannabis provided is locally sourced, organic, and pesticide free
- Describe business practices and/or improvements that will result in the business being sustainable and/or "green"
- How will the business participate and support local youth-serving prevention and education programs, and/or adult addiction programs

Plans:

- Vicinity map – show distance to nearest school, youth center, daycare, and tutoring center properties
- Site plan including scale and graphic scale, north arrow (orient all sheets the same direction), dimensioned property lines, footprint of all buildings and structures on the site, location, configuration, and setbacks for all existing and proposed buildings on the site, adjacent streets, buildings and uses, openings on adjacent buildings, parking areas, driveways and sidewalks, zoning setback lines, site contours, exterior light fixture type and location, bicycle and vehicle parking, fences, trash and recycling enclosures, easements/encumbrances, trees, creeks/waterways
- Floor plans indicating the dimensioned square-footage and use of all areas of the structure(s) showing window and door locations, limited access areas, walls, partitions, entrances, exits and proposed use of each room
- Signage Plan fully dimensioned and showing all proposed signage, materials, colors, location on building (full building elevation), type of illumination, width of building frontage, width of lot street frontage
- Existing/proposed building elevations of all sides of the building including the maximum height limit, maximum building height, all windows, doors, eaves, skylights, chimneys, roof equipment and screens and other appurtenances on the building exterior, type, finish, material and color of all surfaces (existing and proposed). If no exterior changes proposed, photos of all elevations are acceptable. If exterior changes are proposed, a Design Review application must also be submitted
- Signage/lighting plans Fully dimensioned elevations showing all proposed signage and lighting, including location on the building or site. Signage information must include type of lettering, materials If illuminated, whether internal or external, with fixture types and location
- Landscaping and Irrigation Plans Include all existing and proposed plant materials by species, size, quantities, and location. Verification concerning compliance with Marin Municipal Water District Code Title 13 – Water Conservation
- Parking Plan Fully dimensioned parking plan with number of vehicular parking spaces, disabled parking and path of travel, loading zones, signage, main points of entry and exit and traffic flow, vehicular and pedestrian circulation paths


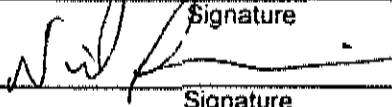

Security Plan:

- Provide a written security plan and incorporate any applicable information into the plan set. Document compliance with all State regulations, and describe security measures that go beyond State regulations
- In a separate floor plan include security equipment locations (and fields of view for any cameras, sensors, etc.)

SECTION H: CERTIFICATIONS

I declare under penalty of perjury that the foregoing information is true and correct and I am aware that if I present any material matter as true which I know to be false, I may be subjected to penalties prescribed for perjury under the Penal Code of the State of California.

Executed at San Anselmo California, this 28 day of Dec., 2019

<u>Robert DiVito</u> Applicant's Printed Name	 Signature
<u>Nicolas Pommier</u> Applicant's Printed Name	 Signature
<u>Matthew Brown</u> Applicant's Printed Name	 Signature
_____ Applicant's Printed Name	_____ Signature
_____ Applicant's Printed Name	_____ Signature

Applicant shall notify the Planning Director in writing within ten (10) calendar days of any changes to any item listed in the application and upon transfer of any portion of the ownership or title of the original entity that filed this application. The notification shall be signed and dated by the property owner.

Proposed Cannabis Operation Location and Property Ownership

To submit an application you must schedule an appointment with the Planning Department

Street Address of Proposed Business 1930 Str Francis Blvd., Fairfax, CA	Assessor's Parcel Number(s) 001-223-10	Floor (1 or 2) One Story Building
--	---	--------------------------------------

Is the applicant the owner of the property? Yes No

Note: If the Applicant is not the legal owner of the property, the property owner must complete and sign the Property Owner Authorization below; or this application must be accompanied with a signed acknowledgment from the property owner indicating that the named applicant may seek permits to operate a Cannabis Operation of the type indicated in the application on his/her/its property.

SECTION I - PROPERTY OWNER AUTHORIZATION

Property Owner Name <i>Adham Nasser</i>	Title <i>Owner</i>	Phone Number <i>(415) 601-7570</i>	
Property Owner Mailing Address <i>1395 Grizzly Peak Blvd</i>	City <i>Berkeley</i>	State <i>CA</i>	Zip Code <i>94708</i>
E-mail <i>anasser1@sbcglobal.net</i>			

Declaration: As owner (or an authorized representative of the owner) of the property indicated above, I authorize the Applicant to seek permits to operate a Cannabis Operation (of the Type identified below) at my property:

- Medical Cannabis Retail Operation Adult/Medicinal Cannabis Delivery Only
 Combined Medical Cannabis Retail and Adult/Medicinal Cannabis Delivery

Print Property Owner Signature Below

Adham Nasser

Adham Nasser
Property Owner Signature

Date: *1/3/20*

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SECTION 3 PLANNING APPLICATION

PLANNING APPLICATION FORM
Town of Fairfax Planning Department

For PLANNING COMMISSION action:	For ADMINISTRATIVE action
<input type="checkbox"/> Annexation <input type="checkbox"/> General Plan Amendment from _____ to _____ <input checked="" type="checkbox"/> Design Review (hillside*, commercial*, multi-family*, 5'-8' residential setback additions to existing dwellings) <input type="checkbox"/> Precise Development Plan** <input type="checkbox"/> Second Unit Use Permit * <input type="checkbox"/> Sign Review * <input type="checkbox"/> Parcel Map/ Tentative Map/ Vesting <input type="checkbox"/> Tentative Map, Lot Line Relocation <input type="checkbox"/> Use Permit * <input type="checkbox"/> Variance <input type="checkbox"/> Zone Change from _____ to _____ <input type="checkbox"/> Encroachment <input type="checkbox"/> Certificate of Compliance <input type="checkbox"/> Hill Area Residential Development <input type="checkbox"/> Other: <hr/> <input type="checkbox"/> Environmental Review*	<input type="checkbox"/> Admin. Sign Review (commercial)* <input type="checkbox"/> Admin. Design review (hillside)* <input type="checkbox"/> Admin. Lot Line relocation <input type="checkbox"/> Other <hr/> For Office Use Only Application # _____ Receipt # _____

* Please complete the appropriate Supplemental Questionnaire.

** See special submittal requirements.

~~~~~ Please see fee schedule for required application fees. ~~~~~

|                                                                  |                                           |                    |
|------------------------------------------------------------------|-------------------------------------------|--------------------|
| <b>Job Site Address:</b><br>1930 SIR FRANCIS DRAKE BLVD, FAIRFAX | <b>Assessor Parcel No.:</b><br>001-223-10 | <b>Zone:</b><br>CC |
|------------------------------------------------------------------|-------------------------------------------|--------------------|

|                                                          |                                                                   |                               |
|----------------------------------------------------------|-------------------------------------------------------------------|-------------------------------|
| <b>Property Owner(s) Name:</b><br>ADHAM NASSER           | <b>Phone Numbers:</b><br>Home: 415-601-7540<br>Work:              | <b>Fax Number:</b>            |
| <b>Mailing Address:</b><br>1395 GRIZZLY PEAK BLVD        | <b>City:</b><br>BERKELEY                                          | <b>State/Zip:</b><br>CA 94708 |
| <b>Applicant(s) Name (contact person):</b> ROBERT DIVITO | <b>Phone Numbers:</b><br>Home: 312 823 7638<br>Work: 312 823 7638 | <b>Fax Number:</b>            |
| <b>Mailing Address:</b><br>8033 SUNSET BLVD., #987       | <b>City:</b><br>LOS ANGELES                                       | <b>State/Zip:</b><br>CA 90046 |



**PROJECT DESCRIPTION:** EXTERIOR DESIGN CHANGES FOR COMMERCIAL CANNABIS PERMIT APPLICATION. MINOR INTERNAL WORKS

FOR STORAGE, SECURITY, RECEPTION. BATHROOM KEPT IN EXISTING SPACE. REAR DOOR FILLED IN WITH BRICKS AND PAINTED.

**GENERAL INFORMATION (if applicable):**

| Item                                                   | Existing        | Proposed        |
|--------------------------------------------------------|-----------------|-----------------|
| Lot size                                               | 0.11 ACRES      | 0.11 ACRES      |
| Size of structure(s) or commercial space (square feet) | 775 SQUARE FEET | 775 SQUARE FEET |
| Height and No. of stories                              | 1 STORY         | 1 STORY         |
| Lot coverage                                           | 16%             | 16%             |
| No. of dwellings units                                 | 1               | 1               |
| Parking <sup>1</sup> No. of spaces                     | 6               | 6               |
| Size of spaces                                         | STANDARD        | STANDARD        |

|                                        |                |          |
|----------------------------------------|----------------|----------|
| Amount of proposed excavation and fill | Excavation = 0 | Fill = 0 |
|----------------------------------------|----------------|----------|

Estimated cost of construction \$ 75,000.00

Lot Coverage is defined as the land area covered by all buildings and improvements with a finished height above grade and all impervious surfaces except driveways.

<sup>1</sup>Minimum parking dimensions are 9' wide by 19' long by 7' high. Do not count parking spaces that do not meet the minimum standards.

**Restrictions:** Are there any deed restrictions, easements, etc. that affect the property, and, if so, what are they? NONE

DocuSigned by:  
*Adham Nasser*  
E40ED06167F030F

Signature of Property Owner

JANUARY 2, 2020

Date

Planning Department staff is available by appointment between 8:30 a.m. and 12:00 noon and 1:00 p.m. and 5:00 p.m. Monday through Thursday at 142 Bolinas Road, Fairfax, CA. (415) 453-1584



Signature of Applicant

JANUARY 2, 2020

Date

## FLOOR AREA RATIO (FAR) AND LOT COVERAGE STATISTICS

The following information will be used to verify application FAR and lot coverage amounts.  
Applications will not be considered complete until the following table is complete.

|                                               | Existing        | Proposed        |
|-----------------------------------------------|-----------------|-----------------|
| Footprint square footage for all structures   | 775 SQUARE FEET | 775 SQUARE FEET |
| Living space square footage                   |                 |                 |
| First floor                                   | 775 SQUARE FEET | 775 SQUARE FEET |
| Second floor                                  |                 |                 |
| Third floor                                   |                 |                 |
| <b>Total</b>                                  | 775 SQUARE FEET | 775 SQUARE FEET |
| Accessory structure square footages           |                 |                 |
| Sheds                                         |                 |                 |
| Pool houses                                   |                 |                 |
| Studios/offices                               |                 |                 |
| Second units                                  |                 |                 |
| Miscellaneous (specify use)                   |                 |                 |
| <b>Total</b>                                  | 0               | 0               |
| Square footage of impervious surfaces         |                 |                 |
| Walkways                                      | 100             | 100             |
| Patios                                        | 60              | 60              |
| Impervious decks                              |                 |                 |
| Miscellaneous (specify use)                   |                 |                 |
| <b>Total</b>                                  | 160             | 160             |
| Garage/carport square footages (specify type) | 0               | 0               |

\* All square footage measurements must be the sum of all interior floor area measured from the exterior faces of the exterior walls for structures (Town Code § 17.008.020).

**FLOOR AREA:** Fairfax Town Code § 17.008.020, Definitions, defines “floor area” as the sum of all interior floor area measured from the exterior faces of the exterior walls. The “floor area” of any accessory structures on the same lot shall be included. The “floor area” of any garage in excess of 500sf in size for single-family residences and 800sf in size for duplexes shall also be included.

**LOT COVERAGE:** Fairfax Town Code § 17.008.020, Definitions, defines “lot coverage” as the percentage of the lot area that is occupied by the ground area of a building, any accessory building(s), as well as any impervious surface areas such as patios (other than driveways) adjacent to the building or accessory structure.

## Submittal Requirements Checklist

- Title report for the project property is required for all submittals. A copy of the current fee title deed must also be submitted for commercial projects, new residences and 50% remodels.

### For Administrative actions (Sign permits that comply with the Sign Ordinance, lot line adjustment or certificates of compliance.)

- Two (2) sets of site plans and floor plans (elevation plans for new construction)
- Completed Application form(s)
- Fee (see "Fee Schedule")

### For Planning Commission and Design Review Board actions

- Fourteen (14) full size sets of site plans, floor plans and elevation plans
- One set of plans reduced to 8 ½ inches by 11 inches (*larger sets will not be accepted*)
- Completed Application forms(s)
- 14 sets of photographs of the project site
- Fee (see "Fee Schedule")
- Environmental Initial Study Questionnaire (if applicable)
- An approved Vegetative Management Permit from the Ross Valley Fire Department for new homes and 50% remodels

- **Note:** You must include a completed "Applicant Affidavit for Property Owners Mailing List" along with the required materials for Planning Commission or Design Review actions.

### **\*\*\*ALL PROJECT PLANS MUST INCLUDE\*\*\***

#### **A Site Plan that is fully dimensioned and drawn to scale, collated and folded with other pages of the project, including the following:**

1. Property boundaries and easements.
2. Foundation and roof lines of all existing and proposed structures located on the property; differentiate between proposed and existing structures.
3. Foundation lines of all neighboring structures.
4. On-site drives, parking, loading spaces, landscaped areas, patios, etc.
5. Street right-of-way lines, curb line or pavement edge, sidewalks, and parkways.
6. The location and species of all trees on site, showing trunk circumferences (measured 4 1/2ft above natural grade) and driplines.
7. Fences and walls, existing and proposed.
8. Yards and open space areas.
9. Storage areas and screening.
10. Topographic features: streams, drainage channels, ditches, rock outcroppings, etc. If the project is adjacent to a watercourse a cross section of the watercourse channel must also be provided.
11. Existing visible landmarks (utility poles, street lights, fire hydrants).
12. Accurate contour lines:
  - Slopes below 5% - contours not required
  - Slopes between 5% and 15% - contour interval must be two feet
  - Slopes exceeding 15% - contour interval must be five feet
13. Other information deemed necessary to evaluate this application.
14. Flood Zone and flood elevation certificate if property is located in an A' zone or B' zone.

### Floor Plans

1. Provide existing and proposed floor plan for all structures on the site.
2. Provide proposed floor plans separately from existing floor plan.
3. Other information deemed necessary to evaluate this application.

### Building Elevations must include:

1. Existing and proposed ground line, wall height, floor height, and ridge height, roof pitch, as well as the appearance of the structure(s).
2. Cross section drawings of existing and proposed structures.
3. For Design Review:
  - Color rendering of proposed exterior addition including exterior finish/color, window trim, roof material, siding materials, etc. (14 copies).
  - Color and materials board (11" x 17") to include exterior finish/color, window trim, roof material, siding materials, etc. (one board and 14 copies of the board)
  - Photographs of the existing property and abutting neighbors (14 sets)
4. Other information deemed necessary to evaluate this application.

### Landscape Plans are required for all new residences, 50% remodels and all commercial projects and must include:

1. The type, size, and spacing of plants, and maintenance provisions. (Maintenance information includes; type of irrigation system, location of clocks, sprinkler heads and areas to be drip irrigated.)
2. Retaining walls, lighting, slopes, if applicable.
3. Other information deemed necessary to evaluate this application.

Within 30 days of submittal, Town staff will review this application for completeness of required information and/or fees, and a notice of completeness or non-completeness will be mailed to the applicant. Applications cannot be processed until accepted as complete. Further revisions of completed material may be necessary after the 30 day period.

### All plans must be fully dimensioned and drawn to scale, collated, and folded.

| OTHER IMPORTANT DEPARTMENT/AGENCIES:                                                                                                                                                                                                                                                                                  |                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>Ross Valley Fire Service:</b> You must provide a vegetative management plan to the Fire Dept. and receive approval prior to submitting your application to the Planning Department. It is your responsibility to contact the Fire Marshal for Fire Department requirements (e.g., sprinklers, hydrants, turnouts). | Contact Fire Marshal @<br>415/258-4686    |
| <b>Building Department:</b> If you are increasing the occupancy (number of people) and/or altering the structural character of a building, you may trigger seismic, Fire and other Building requirements.                                                                                                             | Contact Building @<br>415/453-2263        |
| <b>Marin Municipal Water District:</b> Your project may generate the need for additional water.                                                                                                                                                                                                                       | Contact MMWD @<br>415/924-4600 ext. 335   |
| <b>Ross Valley Sanitary District:</b> If you are adding on or building new, you may need to upgrade or install a lateral sewer line.                                                                                                                                                                                  | Contact RVSD @<br>415/461-1122            |
| <b>Ross Valley School District:</b> If adding on or building a house, school fees will likely be charged. Contact school district for the dollar amount.                                                                                                                                                              | Contact School District @<br>415/454-2162 |

## SUPPLEMENTAL QUESTIONNAIRE & DRB APPLICABILITY

### DESIGN REVIEW

For Commercial, Planned Developments, Hillside Residential and Multiple Family Design Review: (Include brand and number for all finish and/or paint colors.)

1. Exterior finish: PAINT AND WOOD PANELS
2. Proposed exterior wall color(s): GREY
3. Proposed exterior trim color: NATURAL WOOD
4. Proposed exterior window color: CLEAR WITH WHITE TINT
5. Proposed roof material and color: GREY
6. Special features: TINT ON WINDOWS IS FOR STATE COMPLIANCE AND SECURITY FEATURES
7. Lot Coverage: 18%
8. Number of existing parking spaces and their sizes: 8 STANDARD PARKING SPACES (1 ADA)
9. Number of proposed parking spaces and their sizes: 6 STANDARD PARKING SPACES (1 ADA)

### DESIGN REVIEW APPLICABILITY

#### 1. Hillside Design Review (in a ridge line)

All new dwellings located on hillside properties and all additions on properties located in a ridgeline scenic corridor (which include deck and stairway structures) shall require design review.

Additions and accessory structures may be exempt from design review where the applicant demonstrates, through the use of story poles, plans and photo montages, that an accessory structure or addition will have no impact on significant view corridors due to the proposed location of the structure in relation to existing improvements. Project exemption shall be determined by the Fairfax Planning Director.

#### 2. Multiple family Design Review

Multiple family residential units of three (3) or more and additions to structures located in the Multiple Family RM Zone.

#### 3. 50% remodels of additions to residential properties



#### 4. Commercial Design Review

The Design Review Board must approve any minor modifications to existing buildings, structures or improvements such as awning, canopies, window, doors, color changes, automated teller machines, or other modifications similar to the above for properties located in the Commercial Zones.

#### 5. Signs

Signs complying with the Sign Ordinance can be approved by staff. Other signs require the approval of the Fairfax Design Review Board.

#### Design Review Application - Additional information required.

- 14 complete sets of plans are required for design review applications. If your project requires design review you will need to prepare the additional information described below in addition to the information required in pages 3 and 4 of the planning application.
- Exterior elevations from all sides. If multiple buildings are proposed, composite elevations for the entire street frontage are required.
- Cross section through project, showing project and existing adjacent features.
- Lighting plan - detail of exterior fixtures, location and illumination (amount of light).
- Utility entrance location, trash storage location, mechanical equipment location.
- Detail of fascias, trim, railing, trellis.
- Specify irrigation systems to be used on the landscaping plan.
- 14 color elevations.
- 14 sets of color samples (copies of color samples are not accepted).
- Projects in the Downtown Area are required to submit a drawing at 1" = 40'.

We would like you to put in your own words how the project meets the design review criteria set forth in section #17.020.040 of the Fairfax Zoning Ordinance. This will help you and the Planning Commission focus on the ordinance requirements.

NOTE: In order to visualize the dimensions and location of the proposed structure, the Town review process requires **story poles for new structures, second story additions and 50% remodels**. Story poles must be erected 10 days prior to the first public hearing for a project. Poles shall be erected at all proposed building corners (rising to the proposed height of the building at that corner), and at the highest point of the proposed roof-line. Also the front corners of undeveloped land must be staked and tagged in the field. You, the applicant, will have to maintain the poles and corner flags in good condition until all public hearings on the project are over and appeal periods have lapsed. Avoid unnecessary delays to your project by maintaining the poles through out the review process.

**SUPPLEMENTAL QUESTIONNAIRE**

**VARIANCE**

**VARIANCE (S) REQUESTED:**

\_\_\_\_\_ foot front yard variance to construct a \_\_\_\_\_ within  
\_\_\_\_\_ feet of the front property line.

\_\_\_\_\_ foot rear yard variance to construct a \_\_\_\_\_ within  
\_\_\_\_\_ feet of the rear property line.

\_\_\_\_\_ foot side yard variance to construct a \_\_\_\_\_ within  
\_\_\_\_\_ feet of the side property line.

\_\_\_\_\_ foot creek setback variance to construct a \_\_\_\_\_ within \_\_\_\_\_ feet  
of the top of the creek bank.

Other (fence height, building height, parking number or size, etc.) \_\_\_\_\_

**FINDINGS:**

1. List below special circumstances applicable to the property, including size, shape, topography, location, or surroundings, to show why the variance should be granted; and why the granting of the variance will not be a granting of special privileges inconsistent with the limitations upon other properties in the vicinity and zone (you may attach a statement).

**APPLICANT IS ONLY SEEKING A DESIGN CHANGE AND WOULD LIKE TO UPGRADE EXISTING ADA-FACILITIES / PATHS / WALKWAYS.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. List below your reasons why the variance will not materially adversely affect the health or safety of persons residing or working in the neighborhood or be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood (you may attach a statement).

**ADA AND IMPROVEMENTS TO FACILITIES / PATHS / WALKWAYS WILL IMPROVE THE SAFETY OF CUSTOMERS AND PATIENTS.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Explain why complying with the Town Ordinance requirements will be a hardship for the owner.

N/A

\_\_\_\_\_  
\_\_\_\_\_

Variance - Additional information required.

- Include a cross section through the proposed project depicting the project and the relationship of the proposal to existing features and improvements on adjacent properties.
- Lot coverage calculation including all structures and raised wooden decks.

In order to approve your project, the Planning Commission must make findings of fact which state that 1) there is a special feature of the site (such as size, shape or slope) which justifies an exception; 2) that the variance is consistent with the treatment of other property in the neighborhood; 3) that strict enforcement of the ordinance would cause a hardship; and 4) that the project is in the general public interest.

In the space below, please provide any information which you feel is relevant to these issues and which further explains your project.

APPLICANT IS LOOKING TO UPGRADE DETERIORATING WOODEN DECKING, HANDRAILS, PATHS, AND CRACKED WALKWAYS. APPLICANT

IS ALSO SEEKING A CHANGE IN THE COLOR OF THE PREMISES (PAINT) TO MATCH ITS CORPORATE DESIGN SCHEME WHICH INCLUDES

GREY PAINT AND WOODEN SLATS WITH AN ELEMENT 7 SIGN.



### Hill Area Residential Development (HRD) - Additional information required.

- Amount of excavation and fill required for development (in cubic yds.) \_\_\_\_\_  
If the excavation and fill amounts exceed 100 cubic yards it must be reviewed and approved by the Planning Commission. Please submit an excavation application and fee as well.
- If any public roads will need to be extended to access the residence plans must include the existing and proposed type of surface, the length and width of roadway to be improved, slope of roadway, elevations of any retaining walls that will need to be constructed, locations of curbs, gutter and drainage improvements and identification of emergency vehicle turn arounds (if required).
- Locate all trees within the right-of-way easement and any trees that will need to be removed (must include size and species of trees). An application for a tree permit and approval by the tree committee is required for the cutting or trimming of trees with a trunk circumference as set forth in Town Code Chapter 8.36.  
 Check if a tree permit is required.
- List any notable physical features of the site, such as creeks, drainage channels, rock outcroppings, tree stands, etc.:

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➤ Lot size \_\_\_\_\_ square feet      Lot frontage \_\_\_\_\_ ' \_\_\_\_\_ "

➤ Name and address of Licensed Surveyor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

➤ Name and address of Registered Civil Engineer: \_\_\_\_\_  
\_\_\_\_\_

**NOTE:** In order to visualize the dimensions and location of the proposed structure, the Town review process requires **story poles**. Story poles must be erected prior to an application being filed with the Planning Department. Poles shall be erected at all proposed building corners (rising to the proposed height of the building at that corner), and at the highest point of the proposed roof-line. Also the front corners of undeveloped land must be staked and tagged in the field. You, the applicant, will have to maintain the poles and corner flags in good condition until all public hearings on the project are over and appeal periods have lapsed. Avoid unnecessary delays to your project by maintaining the poles through out the review process.

- Show existing and proposed on-site and off-site drainage facilities and necessary improvements on the site plan.
  - Provide a signed and sealed report by a registered civil engineer specializing in soils and foundations, containing the following information:
    - site soil drainage
    - relevant watershed boundaries (hydrologic units)
    - relationship of proposed construction to drainage patterns in the vicinity, and the cumulative effects of run-off, necessary drainage improvements, on and offsite foundation adequacy, site geology, and the safety of proposed construction
  - Include an erosion control plan with the grading plan, including a re-vegetation program.
  - Floor plans should include finished floor elevations for all living levels including attic, basement and loft areas. If the residence has multiple floor elevations (a split level residence), finished floor elevations should be included for all rooms.
  - A summary table including the following square footages: footprint, total living space, subtotals for each floor, garage, decks and any accessory buildings.
  - Profiles depicting the relationships between proposed structures on the project site and structures existing on neighboring properties (i.e. neighboring homes, parking structures).
  - Elevations of all proposed retaining walls including a description of construction materials.
  - Report from Ross Valley Fire Authority.
- Indicate in writing how the project has been designed to comply with the HRD OVERLAY ZONE DEVELOPMENT STANDARDS, Chapter 17.072 of the Fairfax Zoning Ordinance.



### Use Permit Applications - Additional information required.

- A written description of the proposed use, major activities, hours of operation, number of employees on the premises during the busiest shift and when the busiest shift is expected and other information pertinent to the application.
- Floor plans must include location of any special equipment.
- Designate customer, employee and living areas.
- If different uses are included in this activity, for example storage, retail, living space, etc. Indicate square footage of each proposed use.

In order to approve your project, the Planning Commission must make findings of fact which state that the project will not have a negative impact on the general public welfare, conforms with the policies of the Town, does not create excessive physical or economic impacts on adjacent property and provides for equal treatment with similar properties in Town.

In the space below, please provide any information which you feel is relevant to these issues and which further explains your project.

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ELEMENT 7 (APPLICANT) IS SEEKING A PERMIT TO OPERATE A LICENSED AND LEGAL CANNABIS MEDICAL DISPENSARY IN FAIRFAX WHICH IS BEING SUBMITTED

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TO THE PLANNING / CANNABIS DEPARTMENT FOR FULL REVIEW. THIS DESIGN REVIEW APPLICATION IS BEING COMPLETED AS PART OF THAT PROCESS.

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The final disposition of each use permit shall be in accordance with the facts of the particular case, and such facts must support the following determinations and findings before a use permit may be approved. Indicate how the findings below can be made:

- The approval of the use permit shall not constitute a grant of special privilege and shall not contravene the doctrines of equity and equal treatment.

AGREED.

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- The development and use of property, as approved under the use permit, shall not create a public nuisance, cause excessive or unreasonable detriment to adjoining properties or premises, or cause adverse physical or economic effects thereto, or create undue or excessive burdens in the use and enjoyment thereof, any or all of which effects are substantially beyond that which might occur without approval or issuance of the use permit.

AGREED.

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- Approval of the use permit is not contrary to those objectives, goals or standards pertinent to the particular case and contained or set forth in any master plan, development plan or other plan or policy, officially adopted by the town.

AGREED.

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**TOWN OF FAIRFAX**  
**PUBLIC NOTICE REQUIREMENTS**  
**FOR ALL LAND USE ENTITLEMENTS**

Public notice is sent to property owners, residents and businesses for all land use entitlements including the following:

Zoning Change Amendments, Design Review, Variance, Use Permit, and Hill Area Development Permits. The area to be noticed is any parcel within 300 feet of the boundary line of the property that is the subject of the application.

When filing your application include a Notification Map and a Mailing List and Mailing Labels and stamps for property owners and residents to be notified as described below.

The applicant is responsible for the accuracy of these materials.

Erroneous information may require re-mailing or re-scheduling of the public hearing. When you file your application please sign and submit the attached affidavit stating that the required map, mailing list and labels have been prepared following these instructions.

The applicant prepares and provides the following:

1. A neighborhood notification map, mailing list and mailing labels
2. Postage stamps for each label
3. Completes the affidavit certifying the accuracy of the mailing list
4. Posts the site with an 11 inch x 17 inch Notice Form provided by the Planning Department.

If the approval of an application is delayed by unresponsiveness of an applicant, the address list and labels may have to be redone to ensure their accuracy.

Once Planning staff determines that an application is complete, they send a notice of completeness and provide the poster for the applicant. The poster is to be filled out by the applicant to describe the project. The poster is to be waterproofed and posted in a clearly visible location along the street frontage of the property at least 10 days prior to the public hearing.

The Planning Department provides the notices, reviews the mailing information provided by the applicant, and mails the notice.

**Mailing List:**

List the Assessor's Block and Lot Numbers for all lots within the Notification Map with the Names and Mailing Addresses of all the property owners and the Mailing Address for all residents and businesses. Include yourself and anyone else you wish notified. Please count the addresses and provide a stamp for each label.

Submit self-adhering **Mailing Labels** with this information, one name and address per label. For property owners, use the names. For residents and businesses, you may use either their name or "Occupant". Property Owners are those in the latest Assessors Tax Roll, available at the Marin County Assessor's Office

For Residents or Businesses you can get the number of dwellings or businesses on a lot from the property owner or building manager, or by counting the mail boxes, doorbells and any businesses. You may also use the reverse telephone directory at the library, use addresses shown on the mailbox, doorbell or reverse telephone directory, including any letter suffixes (134, 134A) or fractions (249, 249 1/2). If a doorbell or mailbox has a name but no separate street or apartment number, use that name for the mailing labels. There is usually a Resident anytime the Property Owner in the Town wide Tax Roll has a different mailing address.

In addition, a list of apartment/ multifamily renters is available on disk or in hard copy from the Planning Department. This list is an additional resource for creating the mailing list. Where the address of the owner differs from the location address of the property to be noticed, labels should be created for both owners and residents.

**Affidavit of Preparation of Notification Map,  
Mailing List and Mailing Labels for Public  
Notification for Land Use Public Hearing**

I, ROBERT M. DIVITO, do hereby declare as follows:  
(print name)

1. I have prepared the **Notification Map, Mailing List and Mailing Labels for Public Notification** for in accordance with Planning Department guidelines.
2. I understand that I am responsible for the accuracy of this information, and that erroneous information may require re-scheduling the public hearing.
3. I have prepared these materials in good faith and to the best of my ability.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

EXECUTED ON THIS DAY, JANUARY 2, <sup>2020</sup> 201   in the Town of Fairfax,  
California.



\_\_\_\_\_  
Signature

Application No: \_\_\_\_\_

Project Location: \_\_\_\_\_

### Authorization for Engineering Review

I, ROBERT M. DIVITO, as owner / applicant on the above application and property hereby authorize the Town Engineer to review the application plans and subject site and agree to reimburse the Town for any and all charges. I understand this includes the actual cost charged by the Town Engineer, plus 30% to cover the cost of staff review, coordination and general overhead. I am making a deposit of \$ \_\_\_\_\_ toward such charges. Should the cost of the review exceed this deposit, an additional deposit to cover overages must be made before processing the application continues or prior to the issuance of respective permits and entitlements.

Date: JANUARY 2, 2020

Signature:  \_\_\_\_\_

---

Property Owner / Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (H) \_\_\_\_\_ (W) \_\_\_\_\_

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Deposit Amount: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

Date: \_\_\_\_\_