

VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT NUMBER: SU21-0001
PROJECT NAME: DISPENSARY 33
ADDRESS/LOCATION: 5 E GOLF RD
REQUEST: SPECIAL USE – CANNABIS DISPENSARY
OWNER: KIN PROPERTIES INC, C/O ALEXION PROPERTIES, LLC
APPLICANT: 280E, LLC
PROPERTY SIZE: 0.83 ACRES
ZONING / LAND USE: B-2 COMMUNITY BUSINESS
ADJACENT PROPERTIES: NORTH: GOLF RD. ROW, VILLAGE OF SCHAUMBURG
COMMERCIAL USES
SOUTH: B-2 COMMUNITY BUSINESS, HOFFMAN PLAZA
EAST: B-2 COMMUNITY BUSINESS, MATTRESS FIRM
WEST: ROSELLE RD. ROW, MOBILE GAS STATION
PZC MEETING DATE: JANUARY 5, 2022
PUBLIC HEARING: YES
STAFF ASSIGNED: KEVIN ANDERSON

REQUESTED MOTION

Request for a Special Use to 280E, LLC for a Cannabis Dispensary (Dispensary 33) for the property located at 5 E. Golf Road

SUMMARY

The subject property is a 2,200 square foot tenant space within a 10,500 square foot multi-tenant commercial building. The Petitioner, lessee of the property, is proposing to build out and operate a cannabis dispensary from this location. Pursuant to Section 9-11-2-B of the Hoffman Estates Zoning Code, a cannabis dispensary requires a Special Use in order to operate.

BACKGROUND

The State of Illinois approved the Cannabis Regulation and Tax Act (CRTA) in 2019 which allows the sale and adult use of cannabis products. In anticipation of this legislation, the Village approved Ordinance 4772-2019 which amended the Zoning Code to establish a Cannabis Dispensary Overlay District covering three specified areas of the community in which cannabis dispensaries are permitted to operate with a special use. In addition to the special use standards outlined in the Zoning Code, cannabis dispensaries are subject to the following restrictions as outlined in Section 9-11-2-B:

1. Cannabis dispensaries shall operate in strict compliance with Illinois law.

2. The number of special use permits issued for a cannabis dispensary by the Village of Hoffman Estates shall be limited to three.
3. A copy of any security plan required by Illinois law shall be submitted at the time the special use permit application is filed.
4. No consumption of cannabis in any form shall be permitted on the cannabis dispensary site.
5. A cannabis dispensary shall not operate between the hours of 10:00 p.m. and 6:00 a.m. seven days a week.

ANALYSIS

The subject property is within the Village's Cannabis Dispensary Overlay District Area 3 – Higgins and Roselle. This is the first request for a cannabis dispensary in the Village. If approved, two additional special use permits would be available within the overlay district (subject to special use approval and all other restrictions in Section 9-11-2-B of the Zoning Code).

Business Operations

- The dispensary would operate in compliance with the Illinois CRTA. The dispensary would sell cannabis and cannabis infused products for medical and adult use.
- Hours of operations will be limited between 6:00 a.m. and 10:00 p.m. as required by the Zoning Code.
- The Petitioner is proposing to modify the floor plan to provide for sales and storage. In accordance with the CRTA, there are specific areas within the space which are designated for the public. These areas are typically only a point of sale counter and queuing area. There are no products on display for customers to peruse or purchase off the shelf.
- The floor plan includes a vault for storage of products as required by the State law.
- The Petitioner has submitted an operations plan and security plan which are in compliance with the requirements of the CRTA and the Village Code. Security personnel would always be on site during operations and there are multiple monitoring and alarm systems proposed for after hours.
- The Petitioner's floor plan includes a small separate space for a break room/office area. This space is not open to the public and is not part of the land use review for the dispensary.

Site Plan and Parking

- The Petitioner is proposing no changes to the exterior of the structure or the site plan.
- There are currently 59 total parking spaces on the subject property. There are an additional 37 parking spaces at 35 E. Golf Road and there is a cross access and parking easement in place between the two properties. There are a total of 96 spaces available between the two parcels.
- The Petitioner has identified that Friday nights are typically the busiest times for their existing dispensaries. They expect similar peak demand times at this location.
- The typical customer at the dispensary would not be selecting and purchasing their products at the store. The Petitioner notes that their dispensaries have a robust online ordering platform and this is the way the majority of customers place their orders. This allows customers to retrieve their prepared order which reduces the amount of time customers are actually in the store compared to other retail establishments.
- The following table identifies the expected parking demand for the existing uses within the 2 buildings:

<u>Business</u>	<u>Parking Criteria</u>	<u>Parking Recommended</u>
Mattress Firm	5,300 sf.	21 spaces
Chipotle Restaurant	42 seats	29 spaces
Wing Stop Restaurant	28 seats	20 spaces
Bank of America ATM	<500 sf. (2 machines)	2 spaces
Shelby's Gaming	1,200 sf.	5 spaces
<i>Dispensary 33</i>	<i>2,200 sf.</i>	<i>9 spaces</i>
Total Demand		86 spaces

- It is noted that dispensaries are a newer land use and there is limited empirical information on traffic patterns and parking demand for these types of businesses. However, based on anecdotal information from the Petitioner's existing two dispensary facilities, it is anticipated that there will be sufficient on-site parking to accommodate the proposed use.

STANDARDS FOR A SPECIAL USE

No special use shall be recommended by the Planning and Zoning Commission unless said Planning and Zoning Commission shall find:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;
2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;
3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
4. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided;
5. That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in public streets; and
6. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except in each instance as such regulations may be modified by the Village Board pursuant to the recommendation of the Planning and Zoning Commission.

RECOMMENDED CONDITIONS

If the Planning and Zoning Commission recommends approval of the request, staff recommends the following conditions be included:

1. The Special Use to operate a cannabis dispensary shall be granted solely to 280E, LLC and their designated State licensee.
2. The dispensary shall operate at all times in compliance with the Illinois Cannabis Regulation and Tax Act and all restrictions of the Village's Municipal Code.
3. The dispensary operations shall significantly conform to the Project Narrative included as part of the Petitioner's application.
4. The Special Use shall be established within one year from the date of granting by the Village Board or the special use shall be revoked.

Attachments: Petitioner's Application and Submittal
 Location Map



VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION

PROJECT NAME: _____

ADDRESS: _____

PROPERTY INDEX NO.: _____

PROPERTY ACRES: _____ **ZONING:** _____

PROJECT DESCRIPTION: _____

REQUESTS BEING MADE (check all that apply):

Application Type	Subtype	Addendum
<input type="checkbox"/> ANX - Annexation	N/A	N/A
<input type="checkbox"/> MSP - Master Sign Plan	<input type="checkbox"/> New <input type="checkbox"/> Amendment	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> PLAT - Subdivision	<input type="checkbox"/> Non-Residential Preliminary <input type="checkbox"/> Non-Residential Final <input type="checkbox"/> Non-Residential Preliminary/Final	<input type="checkbox"/> Residential Preliminary <input type="checkbox"/> Residential Final <input type="checkbox"/> Residential Preliminary/Final N/A
<input type="checkbox"/> PLAT - Other	Type _____	N/A
<input type="checkbox"/> RPD Amendment	N/A	N/A
<input type="checkbox"/> REZ - Rezoning	From _____ to _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPR - Site Plan Review	<input type="checkbox"/> Preliminary Concept <input type="checkbox"/> Preliminary	<input type="checkbox"/> Final <input type="checkbox"/> Preliminary/Final <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPA - Site Plan Amendment	<input type="checkbox"/> Staff Review <input type="checkbox"/> Administrative Review	<input type="checkbox"/> Minor Amendment <input type="checkbox"/> Major Amendment <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SU - Special Use	<input type="checkbox"/> Listed Use (please list) _____	<input type="checkbox"/> Use Not Cited (please list) _____ <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> TA - Text Amendment	<input type="checkbox"/> Subdivision Code <input type="checkbox"/> Zoning Code	<input type="checkbox"/> Other (please list) _____ N/A
<input type="checkbox"/> VAR - Variation	<input type="checkbox"/> Non-Residential <input type="checkbox"/> Residential <input type="checkbox"/> Sign	<input type="checkbox"/> Yes <input type="checkbox"/> No

IV. Acknowledgement(s)

- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request.

The Owner and Applicant, by signing this Application, certify to the correctness of the application and all submittals.

Owner's Signature: *Lino Alex*

Owner's Name (Please Print): Dino Alex

Applicant's Signature: *[Signature]*
(If other than Owner)

Applicant's Name (Please Print): Zachary Zises

Date: 10/20/21

All requests must be accompanied by the items required and all fees must be paid before the Planning and Zoning Commission can hear any case.

Please contact the Planning Division (located in the Municipal Building) with any questions:

Email: planning@hoffmanestates.org
Address: 1900 Hassell Road
Hoffman Estates, IL 60169
Phone: (847) 781-2660
Fax: (847) 781-2679

Addendums Attached:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Special Use | <input type="checkbox"/> Master Sign Plan |
| <input type="checkbox"/> Rezoning | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Variation | |
| <input type="checkbox"/> Plat | |
| <input type="checkbox"/> Site Plan | |

LEGAL DESCRIPTION

That part of Lot 14 in Block 1 in Hoffman Estates 1, a subdivision of parts of Section 14 and 15 Township 41 North, Range 10 east of the Third Principal Meridian: commencing at the northwest corner of Lot 14 in Block 1 in Hoffman Estates, thence east along the north line of Said Lot 14 a distance of 207 feet; thence south parallel to the west line of said Lot 14 a distance of 200 feet; thence west parallel to the north line of said Lot 14 a distance of 207 feet to the west line of said Lot 14; thence north along the west line of said Lot 14 a distance of 200 feet to the point of beginning.

SPECIAL USES

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

Our facility will be protected by a continuously functioning and monitored alarm and surveillance system, and by security guards during all operating hours.

The alarm system will be comprised by a network of:

- Access controlled doors
- Motion sensors
- Glass break sensors
- Panic alarm buttons

The surveillance system will provide a continuous video recording of all areas of the dispensary, both interior and exterior.

During all operating hours two security guards will be on duty to ensure that rules are followed and safety is enforced. These rules include ensuring that no one consumes cannabis either on or near the premises and that the police are immediately summoned in the event of a disturbance.

The facility will otherwise be a normal retail operation serving the community.

2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

We are a normal retail operation that is a destination draw for many; these customers tend to have higher than average disposable income and often make purchases at nearby retailers. In close to 6 years of operations, dispensaries in Illinois have never been associated with disturbances to the neighborhood; nor to the best of our knowledge has the presence of a dispensary negatively impacted the property values of any community in Illinois.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

We are a retailer in a high volume retail center with a high capacity of parking spaces. Nothing about our presence or operations will impede the community's efforts to develop and improve and our ability to draw customers will improve the economics of nearby businesses and improve the Village's tax base to fund such improvements and developments.

4. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided;

Our utility, access, drainage and other needs are perfectly on par with those of the outgoing tenant. We will not need any extra capacity in any regard.

5. That adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in public streets;

Our location, in a high volume retail center with ample parking, ensures that our use will not increase traffic congestion in public streets.

6. That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except in each instance as such regulations may be modified by the Village Board pursuant to the recommendation of the Planning and Zoning Commission.

We conform to all regulations for a retailer in our proposed district, as well as to all requirements of the Village's ordinance for adult use cannabis dispensaries.

Project Narrative

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Appendix A: Site Plans and Legal Description

Appendix B: D33 Customer Flow & Design Features

LEGAL DESCRIPTION

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DESCRIPTION OF INTERESTED PARTIES

There are three distinct entities involved in this transaction.

1. **280E, LLC** is the master tenant of the property. 280E, LLC is owned by Bryan Zises, Kristie Zises, Zachary Zises and Paul Lee, who represent a majority ownership and all Class A shareholders in Gentle Ventures, LLC d/b/a Dispensary33.
2. **D33 Mgmt, LLC** has agreed to operate the dispensary on a day-to-day basis. D33 Mgmt is also owned by Paul Lee, Zachary Zises, Bryan Zises and Kristie Zises, and performs operations and management for dispensaries around the Chicago area.
3. **Green & Bransford, LLC** has agreed to be the sub-tenant and the licensee. G&B has been granted the right to receive five conditional licenses from the State to operate an adult use dispensaries.

OUR BUSINESS

280E, LLC is a recently formed business whose function is to serve as the master tenant for dispensaries managed by D33 Mgmt. This master/sub-tenant structure is common in the cannabis space and mostly serves to navigate the unique status of cannabis as state-legal and federally illegal.

Green & Bransford are a newly formed entity that applied in Illinois' round of Social Equity adult use dispensaries and have been fortunate enough to win five conditional licenses. G&B has two equity members: Loretta Foster and Paul Lee.

Don Bransford is a 6-year veteran of the US Navy, where we served as an electronics technician. In civilian life Don spent his professional life working for data and communications companies, mostly in sales. From 1996 through 2007 he rose up the ranks at Ameritech to Regional Sales Manager. He then served as Senior Regional Business Development Manager at Comcast until his retirement in 2009.

Bryan Zises is a founding partner at Dispensary33, where he has also acted as its Chief Operations Officer since it began operations in December 2015.

G&B is partnering with Dispensary33's operators to manage the dispensary on a day-to-day basis. D33 will be responsible for branding, design, compliance and all other regulatory and operational matters. This is why the information to follow discusses the facility from the vantage of D33.

VALUES

D33 was the first dispensary to open in the Chicago. There are two primary reasons:

1. We have always been acutely aware of the importance of working with our communities to earn their support. All of D33's owners are homeowners who live close to the dispensary – we know the difference between a business that adds value to a communities other businesses and its residents and one that does not. Not only did we work with Andersonville's assemblage of stakeholders to gain their initial support for our use, but we have continued to be responsive to their concerns as we converted from medical only to also include adult use sales.
2. We have been similarly responsive at the City level as well, and only go where we are wanted. We only considered Hoffman Estates after the conditional use ordinance passed and the City seems to want a dispensary downtown. The location is high profile for the City and we take our responsibility to work within the needs and interests of the community very seriously.

REPUTATION

We have a different reputation among different groups:

1. The Residential Community. In Andersonville, where we operate within a robust residential district, our reputation is of a business that works to lighten the load of our busines on its residents. We have an unlisted number that our Alderman can use to call us any time he needs us to respond to a community concern. We regularly participate in our governing block club meetings to keep them updated and to hear concerns. This was critical at the beginning of adult use sales when we were, quite frankly, overwhelmed, but in a few weeks we learned how to minimize lines and our impact. We now operate far more efficiently and have not faced any community concerns in well over a year.
2. The Business Community. Our newest location in Chicago's West Loop neighborhood is in the heart of a robust restaurant district. We have partnered with many of them to cross-promote through our email lists and staff promotions. Our busiest hours in the West Loop are between in the evenings because that is when the scene there is hopping, and we offer a cool place for people to shop and learn while waiting for their tables or just being tourists.
3. Consumers. We divide consumers into two broad camps – connoisseurs and noobs – and we work to provide each of them with the best experience possible. Critical to the experience we provide is our website, where our menu shows detailed photos that we take ourselves of everything on offer and offers detailed descriptions for each product. On the basis of the website information alone, a lot of return customers will have already pre-ordered before entering, at which point our job becomes getting them in

and out as efficiently as possible. This can be as quick as 150 seconds for those not interested in lingering.

For those looking to receive more attention, to have their questions answered, and to learn as much as they can, we take great pride in the experiential spaces that we design for just this purpose. We are almost certainly the only dispensary in Illinois that displays all of the product it sells, because we think it's important for people to be able to see what they are buying. All products also have detailed placards next to them that help consumers educate themselves as they look around and read. While most other dispensaries in Illinois create a pharmacy-like experience, we prefer the Apple store model instead.

As an entity that is unaffiliated with any cultivators or processors, we are free to select the best products in the marketplace, rather than just serve the business model of a larger enterprise. For consumers, this means we always carry a wide selection of products that change depending on the performance of the crops of the growers. As craft growers and craft processors come into the marketplace we are in a great position to discover and highlight the ones producing the highest quality and most innovative products.

OPERATIONS

Over the six years we've been operating we've constantly refined our operations to become more efficient and effective. We were exceedingly good at meeting the needs of our medical customer base and then, on January 1, 2020 when adult use sales began, we got kind of bad at it for a time, while we learned how to handle the massively increased customer volume. Then on March 14th of last year we had to learn an entirely new set of operational tricks for protecting our staff and customers.

The D33 store on Clark St. is 2,100sf in total. The retail area is 800sf. Yet the store will regularly see more than 1,000 customers on a busy 12-hour day, and the line that day will never extend beyond the edge of our own building. The lessons we've learned there are the lessons we will bring to Hoffman Estates to ensure that our impact on the community is only a positive one. These include:

1. A robust pre-order system. Most return customers will pre-order before arriving and spend very little time in the store, allowing our staff to be much more high-touch with those who want a more educative experience.
2. Segregated Responsibilities. Our registers and dispensing counters are segregated. This spreads out where customers and staff are over the space and allows retail staff to dedicate themselves to helping customers purchase, and inventory management to

remain exclusively focused on product dispensing, resulting in greater operational efficiency and lower error rates.

BUSINESS EXPECTATIONS

Estimating our daily volume of customers involves looking into several crystal balls. We know how many licenses have been awarded but we do not know where those licensees will open. How many others will open in Hoffman Estates? Within a 5 mile radius? As a result, our projections assume that state-wide sales will continue to increase marginally year over year and that we will perform in line with the average dispensary. By this time next year, we can assume that adult use sales across the state will about \$150M per month and, with this round of licenses stood up, there will be a total of 295 adult use dispensaries, doing on average \$500k/month. Ticket averages are about \$100, so that's 5000 customers per month, or about 170/ day, which equates to probably 100/day during the week and 220-250 on weekends.

HOURS OF OPERATION

Hours of operation will be confined, by State statute, to between 6am and 10pm. In reality, we will likely try to find a 12-hour window that best serves our customers, likely 9am to 9pm.

STAFFING

Between five and nine staff will be at the facility during all operating hours:

- 1 security guard
- 1 store lead
- 1 front-desk agent
- At least 1 retail staff (likely 2-4)
- At least 1 inventory agent

APPEARANCE

See **Appendix B** for a selection of photos from our adult use location in Chicago's West Loop neighborhood. We are particularly proud of the attractive frontage, the uncompromising commitment to both an aesthetically pleasing, consumer friendly, and secure environment we have created.

SECURITY PLAN

The security system is broken out into two arrays: surveillance and anti-intrusion. The surveillance system is composed of a network of cameras that will continuously surveil 100% of the interior and exterior of the facility, except where legally prohibited (bathroom and changing

areas). Camera type varies on purpose – exterior cameras are optimized for weather-proofing, tamper-proofing and nighttime conditions; interior camera focal lengths are optimized to either capture a wide area, if its function is to monitor the goings-on of an entire room, or a narrow point, to monitor the staff as they fulfill products on an order-by-order basis or as they operate a POS or currency counting machine.

The anti-intrusion system is a multi-layered lattice of protection that allows us to monitor and control the movement of employees and non-employees, to be able to immediately alert authorities in the instance of a threat, and to detect and prevent any unwanted intrusions into the facility as a whole and high value targets within the facility in particular. This system includes:

1. **Access Control Doors**: All doors within the facility will be locked at all times. Staff will have access control cards that are programmed to allow them to unlock only those doors consistent with their responsibilities, and only at times when they would need to do so. So, retail staff cannot unlock the door to Vault and will not be able to unlock the door to the employee entrance beyond those times they would be expected to be on-site.
2. **Panic Buttons**: Employee stations (front desk, POS) will be equipped with panic buttons that, once activated, trigger an immediate alert to local authorities.
3. **Motion Sensors**: Every room in the facility will be equipped with motion sensors.
4. **Seismic / Sonar Sensors**: Per City code, all roofs and walls will be monitored with these sensors.
5. **Glass Break Sensors**: All glass on the exterior of the building will be monitored with glass break sensors.
6. **Multi-Zone Alarm System**: The Vault will be on a separate alarm zone, allowing it to remain armed independent from the rest of the facility. Within the vault will be a currency safe bolted into the floor, access to which will be restricted solely to necessary staff, and the IT Closet, holding the servers that run the security system and store the surveillance data.
7. **Smoke and Fire Alarm**: Each area of the dispensary will be equipped with a photo-electronic smoke and heat detector with a built-in wireless transmitter that conducts alarms and tampering, maintenance needs, and low battery signals

Additional security controls:

1. **Security Guard**: a licensed security guard, employed by a third-party Licensed Security Contractor, will be on-site during all operating hours.

2. **Auxiliary Power:** The access control, video surveillance, smoke/fire, and alarm systems will have a two-part auxiliary power system; battery and backup generator. SmartPro 120V Line Interactive Uninterruptable Power Supply (UPS) in the IT/ Secure Records Room will supply immediate uninterruptible power service in the event of momentary power outage for a minimum of 4 hours to all security systems. For any outage lasting more than 4 hours, the dispensary will utilize a backup, non-grid tied power generator, to provide uninterrupted power to the facility in the event of an extended power loss.
3. **Facility Design:** Security needs are front of mind with several aspects of our floor plans (see **Appendix B** for our vision for Miner Street):
 - a. **Barriers Between Areas.** The dispensary is divided into distinct areas, all separated by controlled access doors and natural physical barriers.

The public may only enter through the Front Door into the Lobby, which is the only **Public Access** area of the facility. The Front Desk Agent controls the request-to-access door from the Lobby to the **Limited Access** Retail Room and will only unlock this door for approved Purchasers after presenting valid identification.

A controlled access door will separate the Sales Floor from the **Restricted Access** area behind the Dispensing Counter. From this area, a second controlled access door must be opened in order to reach the picking room and the rest of the facility where product and currency are stored.

- b. **Dedicated Entrances/Egresses.** All individuals will have specific, dedicated entrances and egresses that they must use to access the facility, allowing us to precisely monitor and track each person's location while on the premises.

The **Front Door** will be unlocked during operating hours and will be the only door Purchasers and Non-Delivery Service Professionals may enter through. From the Retail Room, Purchasers may only exit through the secure **Exit Mantrap**. Separating the entrance and exit in this way gives us greater control over the number of customers in the facility and prevents any logjams in the lobby.

The **Employee/Delivery Vestibule** will be the only entrance/exit for staff and product deliveries.

- c. **Two Door Requirement.** Every point of entrance and egress will be protected by a two-door mantrap. For Purchasers, the front door is followed by the door to the Retail Room upon entrance. To exit, they must leave through the two-door Exit Mantrap – these two doors have a Right-to-Exit Detector that prevents both

doors from being open at the same time, preventing any unauthorized entrance into the facility from the dedicated exit.

4. **Strict Anti-Loitering Policy.** We will enforce a strict No Loitering policy. All persons who are not authorized Purchasers and have not demonstrated a reasonable need to visit may not loiter either in the Lobby or on the exterior premises. The Security Agent will regularly check the exterior and advise those attempting to remain on the premises without any need to do so that local law enforcement will be called to remove the offending party if they do not cease loitering. If such persons fail to respond to requests to vacate the premises, then law enforcement will be summoned to remove them.

ODOR MITIGATION PLAN

An HVAC system will run throughout the facility. All air intakes will be equipped with carbon filters. The vault will be separated into a separate HVAC zone with the ability to add additional odor mitigation filters if needed.

DELIVERY PLAN

We will ensure that a dedicated area in the rear of the building is specifically designated for deliveries.

- Deliveries are always pre-scheduled and spaced out so that each delivery can be accepted and processed before another is scheduled.
- Our preference is to have more frequent deliveries with less volume, so two to three deliveries per day is not uncommon.
- Delivery contents will be carried through the dedicated mantrap in the rear of the building. With the Right-to-Exit switch preventing both doors from being open at the same time, security risk is kept to a bare minimum.
- A security guard will be present.
- Per State regulations, during the time that product is undergoing intake, a delivery agent from the manufacturer will remain with the vehicle at all times. Depending on the size of the delivery, this process can take between 5 and 25 minutes.

REFUSE PLAN

In keeping with State regulations, all product waste must be destroyed before being left outside for pick-up. Destruction occurs at the same time every week, to coincide with weekly trash pickup so that destroyed product is outside for the shortest possible amount of time. Below is a copy of our approved product destruction and disposal plan:

- Any finished cannabis, extractions, infusions, or other harvested plant material that does not meet standards for health, quality and viability, or which for regulatory

reasons have been deemed requiring destruction, must be segregated in a quarantined area and then destroyed.

- All product must be rendered unusable and unrecognizable before being placed outside for waste management pick-up. The following guidelines are in place to ensure this threshold is met for each product category:
 - Flower and Concentrates. Grind all flower and concentrates together in a blender until rendered a fine powder. Pour into waste bin and cover with cat litter, in an amount in far excess of 50% by volume.
 - Topical Patches. Remove the backing from the patch to expose the medicated side of the patch. Suffuse the patch in cat litter until all areas of the patch of covered. Dispose of the patches into the waste bin and cover with cat litter, in an amount in far excess of 50% by volume.
 - Cartridges. Smash cartridge tanks by blunt force, using a mallet or other such device, and then empty the remains into the trash bin and cover with cat litter, in an amount in far excess of 50% by volume.
 - Edibles. Heat edibles in a microwave oven and pour the resulting liquid into the trash bin and cover with cat litter, in an amount in far excess of 50% by volume.
 - Creams and Other Topicals. Smash products by blunt force, using a mallet or other such device, and then empty the remains into the trash bin and cover with cat litter, in an amount in far excess of 50% by volume.
- Disposal shall only occur in the restricted access area, at the same time every week, as pre-approved by IDFPR, and shall be performed in full view of the video surveillance.

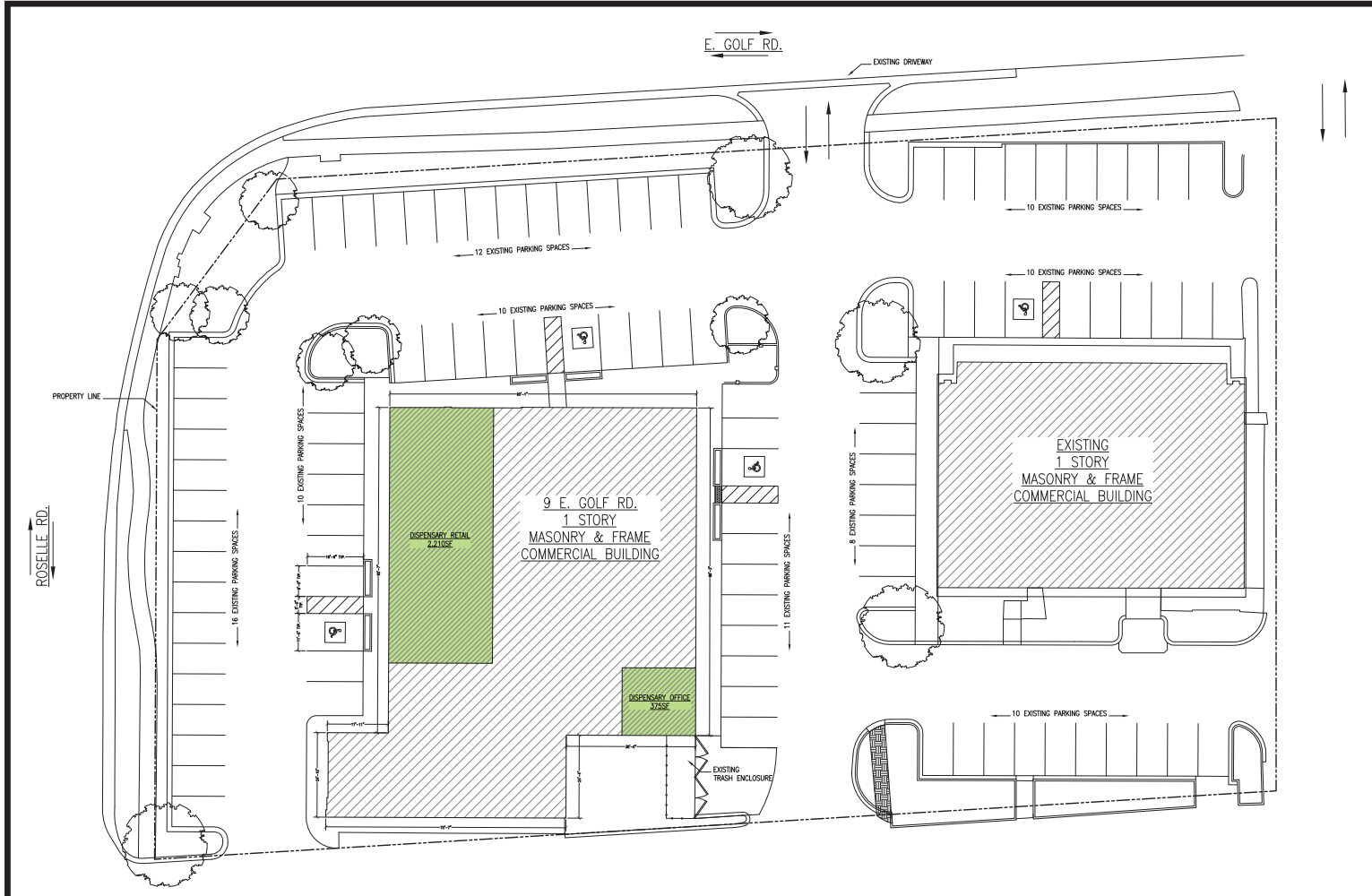
OTHER REGULATORY REQUIREMENTS

In most ways that impact the community the requirements imposed by the State have been addressed in our floor plan and our security plan detailed above, or, as with operating hours, are addressed by the City's zoning ordinance. However, there are a few additional requirements that we will be meeting:

1. Tinted Windows. All public-facing windows must be tinted and have anti-shatter film applied.
2. Signage. The lobby and retail rooms will have required signs posted.

Appendix A

Floor Plan and Elevations



zoning :	
district :	B2
parking required :	
retail :	9
office :	2
total plaza :	127
parking provided :	
retail :	9
office :	2
total plaza :	114

steep
steep architecture studio

dispensary 33
9 e. golf rd.
hoffman estates, il
60192

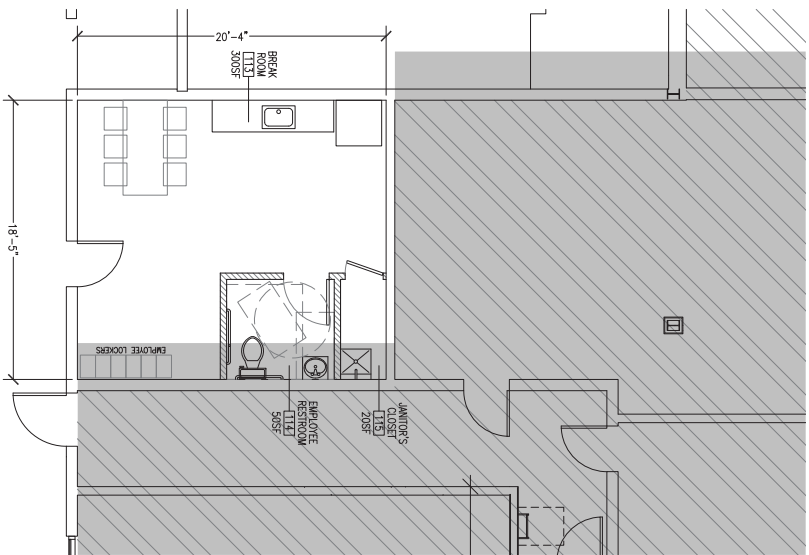
issue :
issue for zoning

date :
09/24/2021

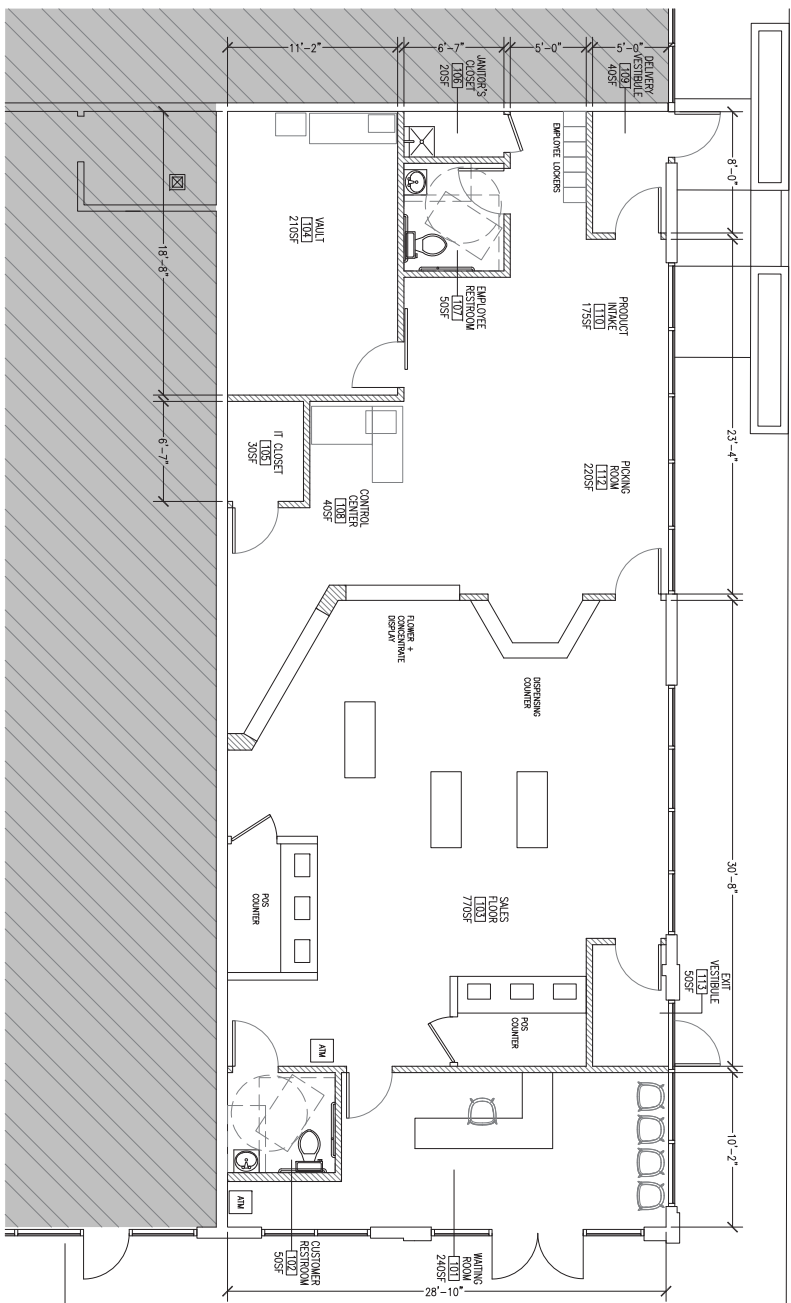
site plan

scale : 1/32" = 1'-0"

N ↑



office floor plan



dispensary floor plan

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 9 e. golf rd.
 hoffman estates, il
 60192

issue :
 issue for zoning

date :
 09/24/2021

floor plan opt 2
 scale : 1/8" = 1'-0"

N

access :

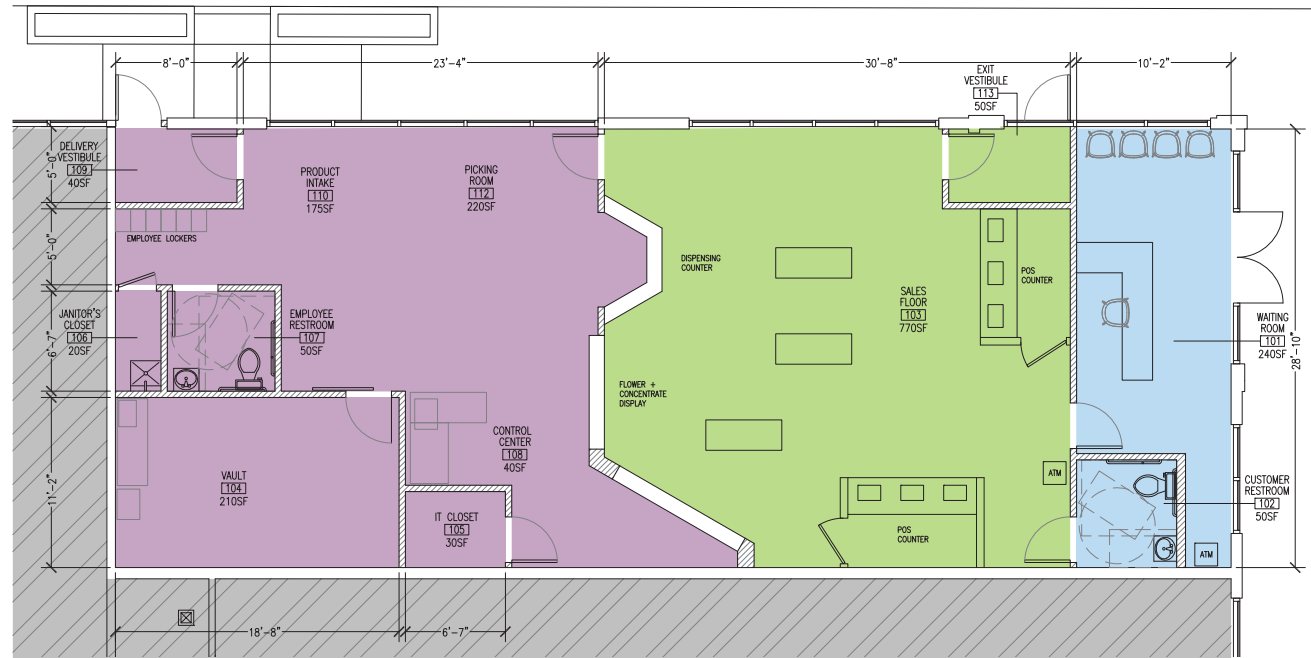
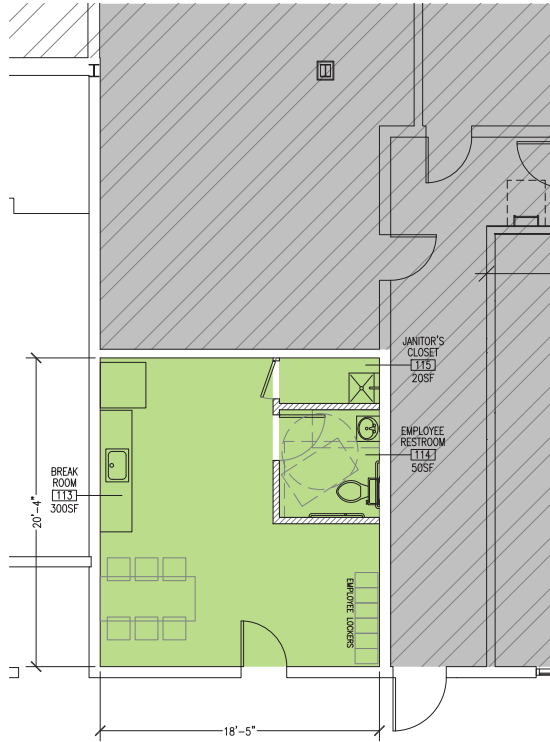
- public access
- restricted access
- limited access
- not in scope

square footage :

- waiting room : 260sf
- sales floor : 620sf
- restricted access : 1,145sf

occupancy :

- waiting room : 5 people
- sales floor : 13 people



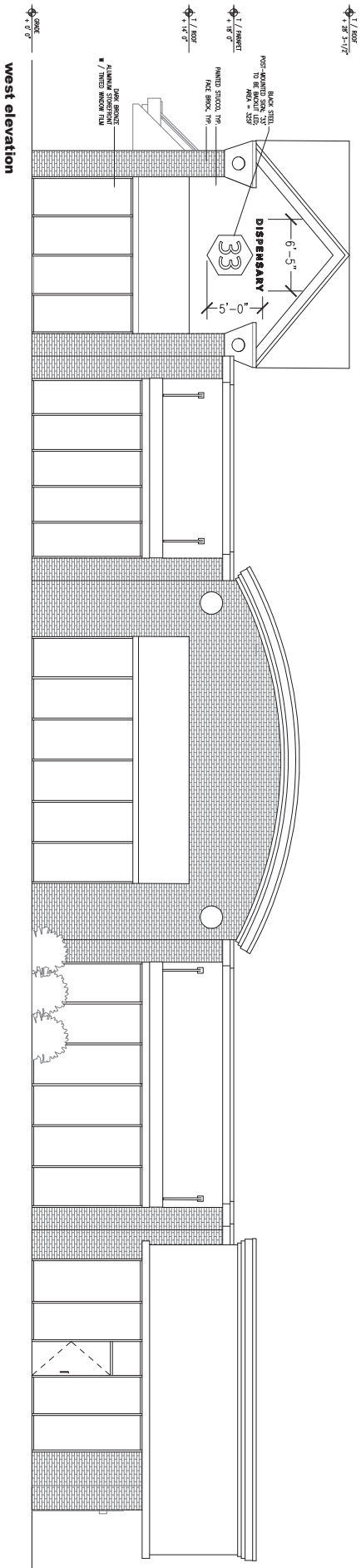
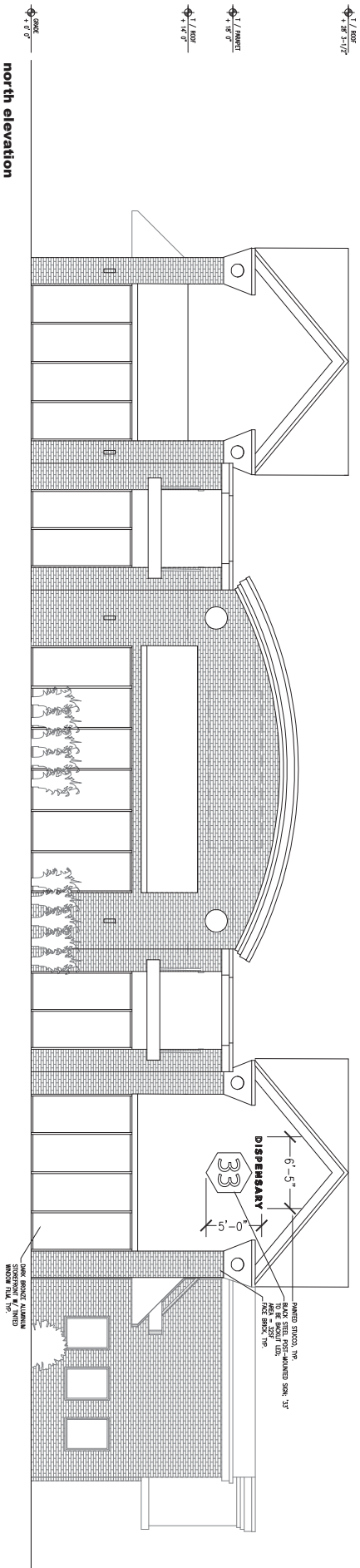
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issue :
issue for zoning

date :
09/24/2021

access plan **N**
scale : 1/8" = 1'-0"



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 60192

issue :
 issue for zoning

date :
 09/24/2021

elevations
 scale : 1/8" = 1'-0"

N

Appendix B

D33 West Loop Design Features & Customer Flow

Exterior. Tinted film (although not this one in particular) on the windows is State-required. The color of this tint, and the neon shield behind it, changes depending on the viewing angle. We can control the opacity/transparency with an additional layer of white film on the interior.



Check-In Area. Bar and counter were pre-existing. The overhanging metalwork creates a structure to hang compliant signage (letters must be 2" high, so we decided to embrace the requirement as an architectural element).



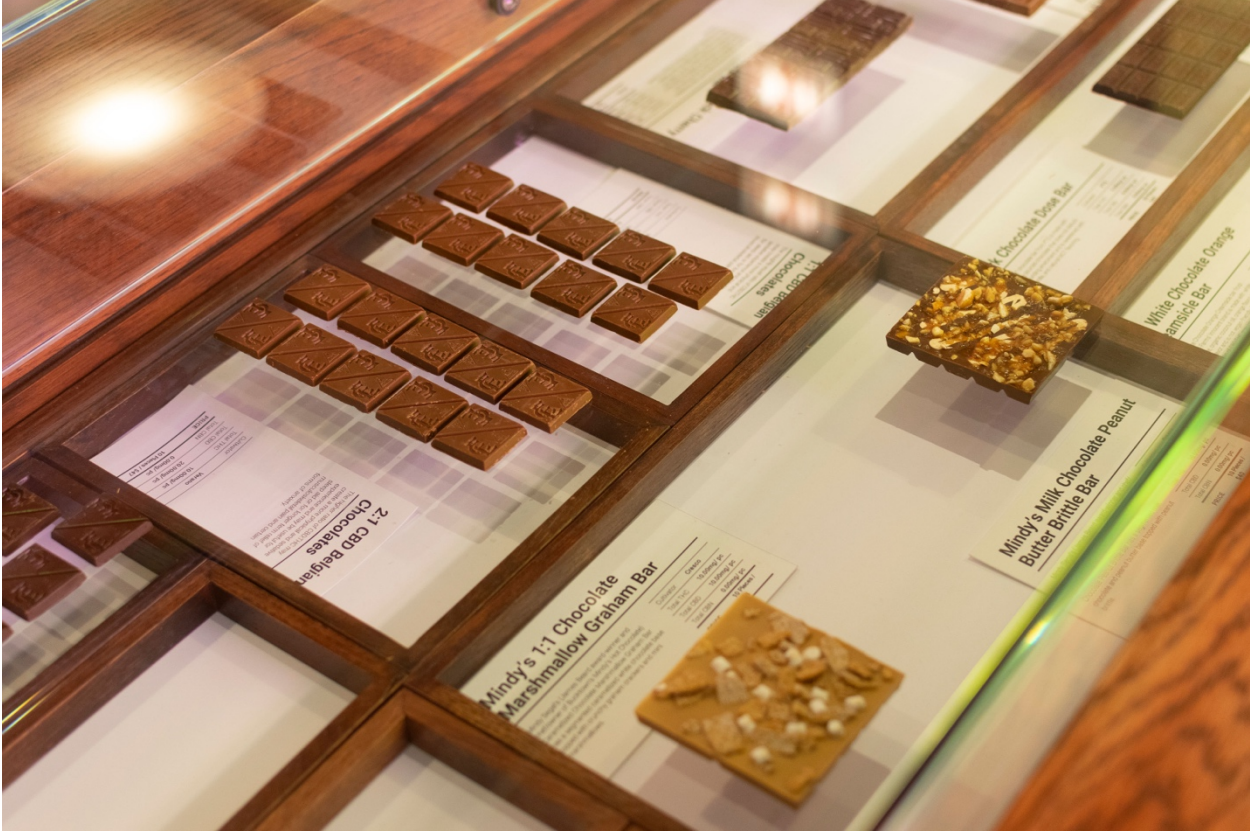
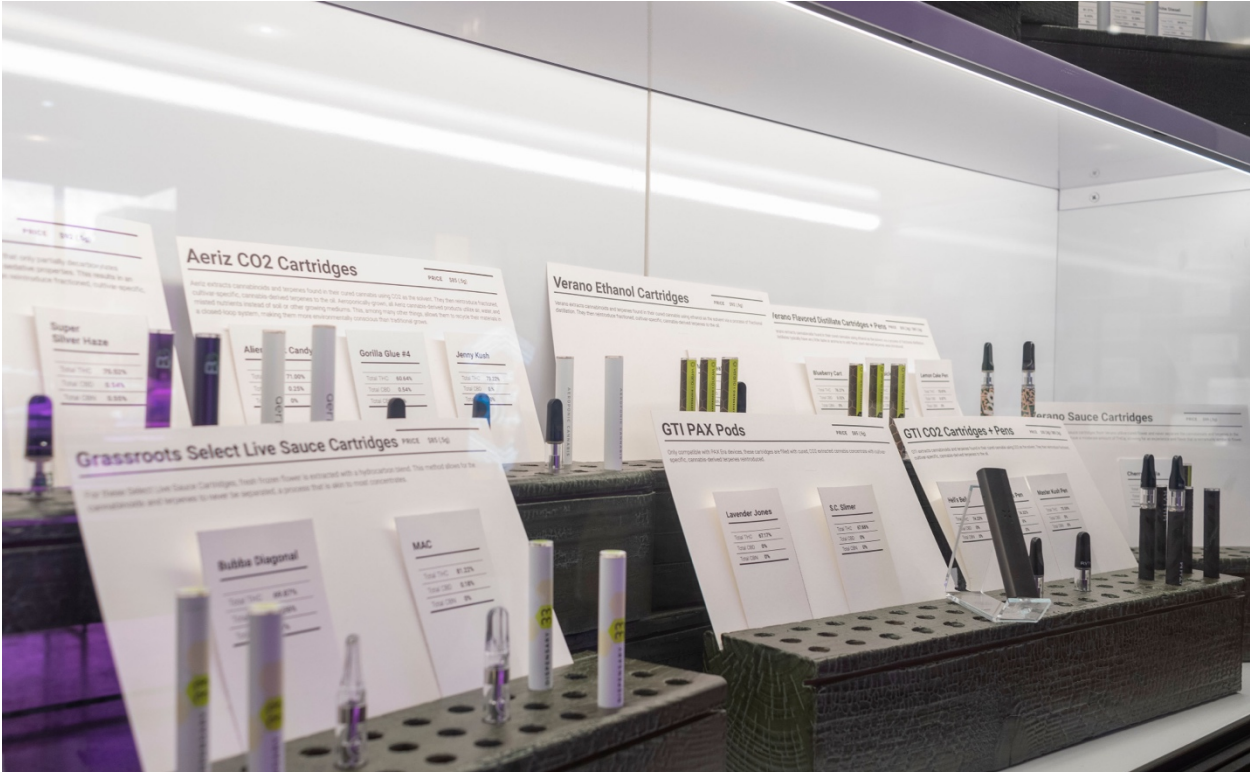
Retail Room. The view from POS counter, looking at the check-in area through the metal door, and the reverse angle.

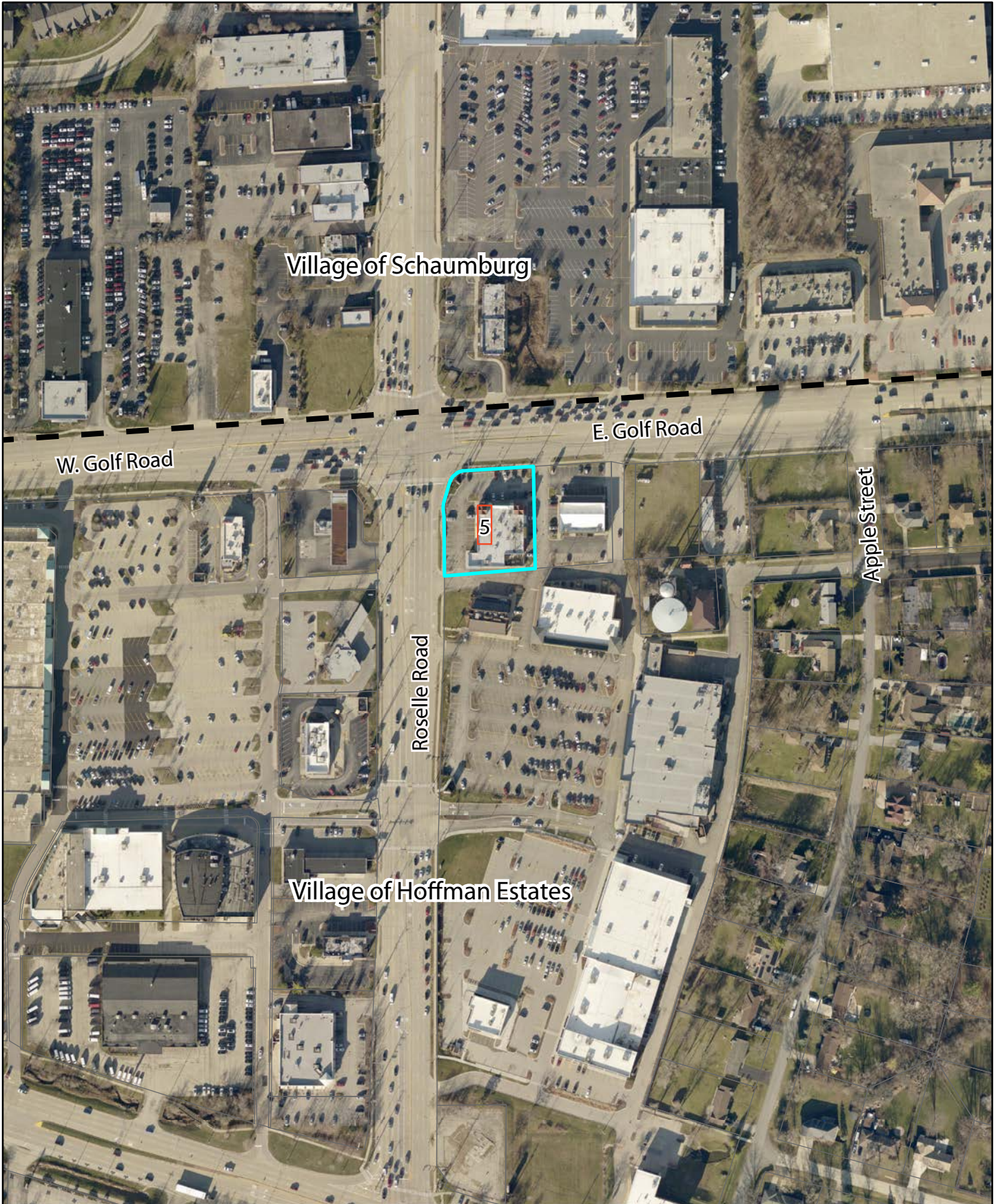


Retail Room. The sales counter is in one corner of the room. The dispensing counter (with more compliance signage) is in the other.



Retail Room. The metal wall has glass cut-outs where concentrates, cartridges are displayed, behind glass that is inaccessible to customers. Edibles are displayed in cases on the retail floor, but the products are dummies. Each product has a product description included (these descriptions can also be found on the product menu of our website).





Legend

- Subject Unit
- Subject Property
- - - Village Boundary

