

## CANNABIS PERMIT APPLICATION

**1a. Address of Proposed Cannabis Operation:**

**415 W. GRAND, OAKLAND CA**

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**1b. Are you within 300' of a residential zone?<sup>1</sup>**  Yes  No

Not yet secured a location

*Applicants who have not yet secured a location may submit an application and be conditionally approved, however, in order to obtain a permit, Applicants will eventually have to identify their business location so that it can be reviewed and inspected.*

**1c. Did work/live or residential use exist on March 6, 2018 in the portion of the property where applicant proposes to conduct commercial cannabis activity? \***

Yes  No

*\*On March 20, 2018 the Oakland City Council amended the City's cannabis ordinances, OMC 5.80 and 5.81, to prohibit the issuance of a cannabis permit or local authorization to a cannabis applicant at premises where either work/live or residential use existed as of March 6, 2018.*

**2. Right to Occupy Proposed Cannabis Location:**

Owner  Tenant  Intend to Lease/Purchase  Not yet secured a location

Please provide a copy of the supporting documents:

Deed  Lease Agreement  Letter of intent to lease/purchase property

If applicant is not the owner, please provide the following information for the property owner:

<b>Last Name:</b> Abid	<b>First Name:</b> Isaac	<b>Middle Initial:</b>
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<sup>1</sup> On October 2, 2018, the City Council passed amendments to the City's cannabis permit ordinance. These amendments include a public notice and community meeting requirement for all applications submitted after October 2<sup>nd</sup> that identify an address that is within 300 feet of a residential zone. The intent behind the requirement is to provide an opportunity for operators to present their proposed use to nearby residents and hear what concerns or suggestions neighbors have regarding the business at a community meeting.

**3. Applicant Information:**

a. Name: U3 OAKLAND, LLC

**b. Type of Corporate Structure:**

Corporation     Limited Liability Company     Partnership     Individual

Collective    Other: \_\_\_\_\_

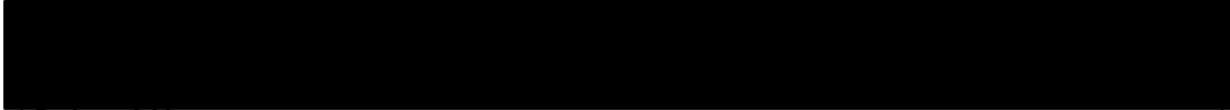
c. Doing Business As: URBANA OAKLAND

**d. Please Attach a Copy of State registration**

**e. Partner/Owner/Manager Information:**

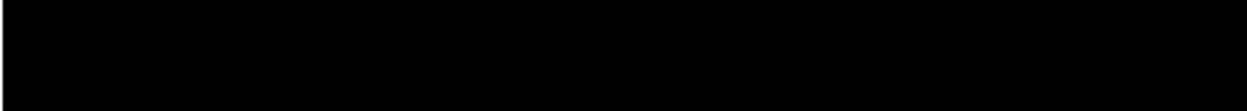
Please list all persons directly or indirectly interested in the permit sought, including all officers, directors, general partners, managing members, stockholders, and partners. Please attach additional pages if necessary (additional pages should be on 8½ x 11" paper; single sided, and include a Header with the applicant's name on the top right corner of each page).

Last Name: HIGGINS	First Name: MARTIN	Middle Initial:
Alias(es):		
Title: MANAGER		



Business Address: 1565 MADISON ST., SUITE B		
City: OAKLAND	State: CA	Zip: 94612

Last Name: SUKMAN	First Name: STEVE	Middle Initial:
Alias(es):		
Title: MANAGER		



Business Address: 1565 MADISON ST. SUITE B		
City: OAKLAND	State: CA	Zip: 94612

Last Name:	First Name:	Middle Initial:
Alias(es):		
Title:		
Date of Birth:	Phone:	Email:
Residential Address:		
City:	State:	Zip:
Business Address:		
City:	State:	Zip:



May 2, 2022

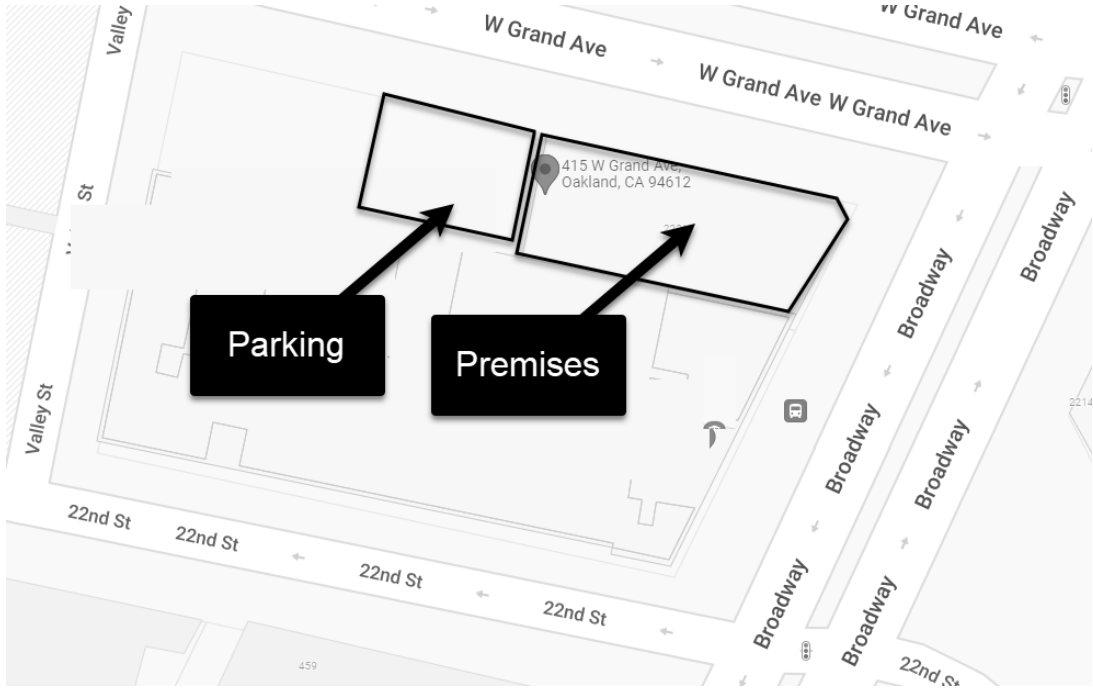
**Applicant Name**

Cabana Concepts LLC, a California limited liability company is replaced as the applicant name.

**Premises Floor Plan with Consumption Areas Identified**



**Site plan**



Last Name:		First Name:		Middle Initial:
Alias(es):				
Title				
Date of Birth:	Phone:		Email:	
Residential Address:				
City:		State:	Zip:	
Business Address:				
City:		State:	Zip:	

Last Name:		First Name:		Middle Initial:
Alias(es):				
Title				
Date of Birth:	Phone:		Email:	
Residential Address:				
City:		State:	Zip:	
Business Address:				
City:		State:	Zip:	

Last Name:		First Name:		Middle Initial:
Alias(es):				
Title				
Date of Birth:	Phone:		Email:	
Residential Address:				
City:		State:	Zip:	
Business Address:				
City:		State:	Zip:	

Last Name:		First Name:		Middle Initial:
Alias(es):				
Title				
Date of Birth:	Phone:		Email:	
Residential Address:				
City:		State:	Zip:	
Business Address:				
City:		State:	Zip:	

**4. Permit Revocations**

Have any of the persons directly or indirectly interested in the permit sought ever had a permit revoked?

Yes  No

If yes, please describe below the circumstances of such revocation.

## 5. Equity

The Equity Permit Program described under OMC 5.80.045 and OMC 5.81.060 defines an "Equity Applicant" as an Applicant whose ownership/owner<sup>2</sup>:

1. Is an Oakland resident; and
2. Has an annual income at or less than 80 percent of Oakland Average Medium Income (AMI) adjusted for household size ([click here for 80 percent Oakland AMI thresholds](#)); and
3. Either
  - (i) has lived in any combination of Oakland police beats 2X, 2Y, 6X, 7X, 19X, 21X, 21Y, 23X, 26Y, 27X, 27Y, 29X, 30X, 30Y, 31Y, 32X, 33X, 34X, 5X, 8X and 35X for at least ten of the last twenty years OR
  - (ii) was arrested after November 5, 1996 and convicted of a cannabis crime committed in Oakland.

Yes, I fulfill the equity criteria

No, I do not fulfill the equity criteria<sup>3</sup>

If yes, please provide supporting documentation as described below.

For proof of ownership please provide entity formation documents or documents filed with the California Secretary of State (e.g. articles of incorporation, stock issuance records, operating agreements, partnership agreements).

For proof of income please provide federal tax returns and at least one of the following documents: two months of pay stubs, current Profit and Loss Statement, Balance Sheet or proof of current eligibility for General Assistance, Food Stamps, Medical/CALWORKs or Supplemental Security Income or Social Security Disability (SSI/SSDI).

For proof of residency a minimum of two of the documents listed below, evidencing 10 years of residency shall be considered acceptable proof of residency. All residency documents must list the applicant's first and last name, and the Oakland residence address in applicable police beats. ***Documents provided in 2022 will not be considered for proof a year of residency, it can be used for proof of current residency only.***

- California driver's record; or
- California identification card record; or

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<sup>2</sup> "Ownership" shall mean the individual or individuals who:

- i. With respect to for-profit entities, including without limitation corporations partnerships, limited liability companies, has or have an aggregate ownership interest (other than a security interest, lien, or encumbrance) of 50% or more of the entity.
- ii. With respect to not for-profit entities, including without limitation a non-profit corporation or similar entity, constitutes or constitute a majority of the board of directors.
- iii. With respect to collective has or have a controlling interest in the collective's governing body.

<sup>3</sup> Applicants who do not satisfy the Equity criteria will be reviewed as General Applicants and their applications will be processed subject to the restrictions of OMC 5.80.045 and 5.80.060.

- Property tax billing and payments; or
- Verified copies of state or federal income tax returns where an Oakland address is listed as a primary address; or
- School records; or
- Medical records; or
- Banking records; or
- Oakland Housing Authority records; or
- Utility, cable or internet company billing and payment covering any month in each of the ten years.

Proof of Conviction should be demonstrated through Court documents, Probation documents, Department of Corrections or Federal Bureau of Prisons documentation.

## 6. Equity Incubator

General applicants that serve as incubators for equity applicants by providing free rent or real estate are entitled to permitting priority.

In order to receive this permitting priority, the General Applicant must comply with the following conditions:

- a. The free real estate or rent shall be for a minimum of three years.
- b. The Equity Applicant shall have access to a minimum of 1,000 square feet to conduct its business operations.
- c. The General Applicant must provide any City required security measures, including camera systems, safes, and alarm systems for the space utilized by the Equity Applicant.
- d. The General Applicant is otherwise compliant with all other requirements of OMC Chapter 5.80 or 5.81.

Yes, I will be incubating the following equity applicant:

How did you meet your incubator/incubatee? \_\_\_\_\_

If yes, please submit supporting documents, including a copy of the lease and/or contractual agreements between General and Equity Applicants.

I am interested in being part of the Equity Incubator Program but have not yet connected with a matching Equity/General Applicant.<sup>4</sup>

<sup>4</sup> Applicants interested in meeting potential partners can visit [www.cannaequity.org](http://www.cannaequity.org)

- I am a general applicant and not interested in incubating.
- I am an equity applicant and I am not interested in being incubated
- I am an equity applicant and I am being incubated by: \_\_\_\_\_

- 7. Type of License:**    Medical                       Adult Use                       Medical and Adult Use                      x DISPENSARY
- Delivery Only-Dispensary                       Indoor Cultivator    Outdoor Cultivator
- Distributor                       Transporter                       Testing Laboratory
- Packaging
- Manufacturing with volatile solvents                       Manufacturing with non-volatile solvents
- Extraction                       Shared Kitchen:
- Infusion                       Principle Licensee
- Packaging                       Shared Manufacturing Licensee
- Extraction
- Infusion
- Packaging

**8. Projected Annual Gross Receipts:**

- Cannabis sales <\$500,000
- Cannabis sales between <\$500,001 - \$999,999
- Cannabis sales >\$999,999

**9. Security**

- a. Please submit a floor plan, drawn to scale on 8 1/2 x 11" paper that includes:
  - i. layout of the establishment, including parking lots;
  - ii. principal uses of each section;
  - iii. limited access areas;
  - iv. safes;
  - v. alarms;
  - vi. security cameras.
- b. Describe (in no more than two pages) what measures Applicant will take
  - i. to prevent a burglary or armed robbery; and
  - ii. to minimize the loss of product in the case of a burglary or armed robbery.
- c. If utilizing a private security service, please provide
  - i. Company name; and
  - ii. State license number.
- d. Please confirm Applicant will utilize real time IP cameras<sup>5</sup> by providing the name(s) and contact info for the representative(s) available 24 hours on behalf of Applicant to provide the Oakland Police Department with access to this camera footage in case of an emergency:

<sup>5</sup>Cameras that can send and receive data via a computer network and the Internet.

Name(s): **STEVE SUKMAN**



**10. Odor Mitigation**

Please submit a plan (in no more than two pages) for how cannabis odors will not be detectable outside of the proposed facility, such as utilization of carbon filters.

**11. Community Beautification Plan**

Please submit a community beautification plan (no more than two pages) detailing specific steps your business will take to reduce illegal dumping, littering, graffiti and blight and promote beautification of the adjacent community.

**12. Minimizing Environmental Impact (only Indoor Cultivators must complete)**

Prior to permit issuance, the City of Oakland will require that cultivators demonstrate that they are enrolled in the East Bay Community Energy's **Renewable 100 Option** to comply with carbon neutrality requirements for energy usage. This can be done by enrolling in East Bay Community Energy's **Renewable 100 Option** program at: <https://ebce.org/change-my-plan/> and forwarding email confirmation of enrollment to [cannabisapp@oaklandca.gov](mailto:cannabisapp@oaklandca.gov)

**13. Vehicle Insurance (only Delivery-Only Dispensaries and Transporters must complete)**

Please provide the information requested below on all vehicles involved in Applicant's operation and provide proof of insurance.

Proof of insurance may include quotations from an insurance agency, a letter of intent/"will serve" letter<sup>6</sup>, and/or certificates of insurance. Please note, any quotation or letter of intent must be on official agency letterhead and/or documents and a letter of intent must be signed by a qualified agent of an insurance company. Please attach additional pages if necessary.

**Insurance must minimally include:**

- Commercial General Liability with a limit of \$1,000,000 per occurrence/aggregate
- Commercial/Business Auto Liability with a combined single limit of \$1,000,000
- Hired and Non-Owned Auto Liability coverage
- Worker's Compensation Coverage

<sup>6</sup> Please note, the while a quotation or letter of intent is sufficient at the time of application, the insurance policy must ultimately be in place prior to the issuance of the actual cannabis permit.



<b>REGISTERED OWNER:</b>	
<b>VEHICLE MAKE:</b>	<b>VEHICLE MODEL:</b>
<b>LICENSE NUMBER:</b>	<b>REGISTRATION EXPIRATION:</b>
<b>VIN:</b>	
<b>INSURANCE CARRIER &amp; POLICY NUMBER:</b>	

<b>REGISTERED OWNER:</b>	
<b>VEHICLE MAKE:</b>	<b>VEHICLE MODEL:</b>
<b>LICENSE NUMBER:</b>	<b>REGISTRATION EXPIRATION:</b>
<b>VIN:</b>	
<b>INSURANCE CARRIER &amp; POLICY NUMBER:</b>	

**14. Supporting Documents.**

Please check the boxes below for each supporting document submitted with this application. Please ensure that all supporting documents include a Header with the applicant’s name on the top right corner of each page.

- Proof of property ownership/lease agreement or letter of intent to rent/lease/purchase
- Copy of State Registration for corporate structure
- Floor plan
- Security plan
- Odor Mitigation Plan
- Community Beautification Plan

***For Equity Applicants Only:***

- Proof of Ownership
- Proof of Income
- And either
- Proof of Residency or  Proof of Conviction

***For Equity Incubator Applicants Only:***

- Lease or other contract providing free real estate or rent for a minimum of three years indicating square footage available to the Equity Applicant
- Proof of providing required security measures, including camera systems, safes, and alarm systems for the space utilized by the Equity Applicant.

***For Indoor Cultivators only:***

- Confirmation of enrollment in East Bay Community Energy’s Renewable 100 program

***For Delivery-Only Dispensaries and Transporters***

- Proof of Vehicle Insurance or  Letter of intent/“will” serve letter

**15. Oath of Application**

I, the undersigned, declare under penalty of perjury that to the best of my knowledge, the information contained in this application and its supporting documentation is truthful, correct and complete; and, the information contained in this application and its supporting documentation discloses all facts regarding the applicant and associated individuals necessary to allow the City Administrator to properly evaluate the applicant's qualifications for registration.

I, the undersigned further agree and acknowledge that I may be required to provide additional information as needed, for a complete investigation by the City Administrator.

I, the undersigned, further agree and recognize that I am responsible for obeying all Federal, State, County and local laws.

I, the undersigned, further agree and understand that any misrepresentations, omissions or falsifications in the application or any documents attached thereto or amendments thereto will be immediate grounds for the City Administrator to deny this permit application and/or immediate grounds for revocation of a cannabis permit.

<b>APPLICANT NAME:</b> U3 OAKLAND, LLC
<b>SIGNATURE:</b> <i>Steve Sulman</i>
<b>DATE:</b> 4/20/22

DocuSigned by: 35A6605A6D7A49C...



**CITY OF OAKLAND  
Office of the City Administrator**

SPECIAL ACTIVITY PERMITS • 1 Frank H. Ogawa Plaza, 1st Floor • Oakland, CA 94612

**PRELIMINARY CHECKLIST FOR CANNABIS OPERATORS PURSUANT TO THE  
CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

APPLICANT NAME: U3 OAKLAND, LLC

DBA: URBANA OAKLAND

**APPLICANT CONTACT INFORMATION:**



**PROPERTY OWNER AND APPLICANT INFORMATION  
(Only complete if different from Applicant)  
Original signatures or clear & legible copies are required.**

Property Owner: HP INVESTORS C/O ISAAC ABID



*I authorize the applicant indicated above to submit the application on my behalf.*

Signature of Property Owner: Isaac Abid  
DocuSigned by: Isaac Abid  
UE14F0A6477341B...

**I. SITE INFORMATION**

Project Address: 415 W. GRAND, OAKLAND CA

Project APN: 008-0657-011-00

Project Overview and Description:

Conversion of existing restaurant space into licensed adult-use cannabis retail with on-site consumption.

What is the approximate square footage for **each** cannabis activity at your proposed site?

Delivery \_\_\_\_\_

Distribution \_\_\_\_\_

Indoor Cultivation \_\_\_\_\_

Outdoor Cultivation \_\_\_\_\_

Volatile Manufacturing \_\_\_\_\_

Non-Volatile Manufacturing \_\_\_\_\_

Transporter \_\_\_\_\_

Lab Testing \_\_\_\_\_

Dispensary - 4850

What is the approximate square footage of the lot on which the cannabis activity will take place?

**4850**

Is the project new construction or rehabilitation of an existing facility?

New Construction

Rehabilitation of an existing facility

If rehabilitation, is the number of units or square footage being changed?  Yes  No (Explain if yes)

What was the prior use of the property/premises?

Restaurant

If your application is approved, will there be multiple cannabis operators located at the property?

Yes  No

If yes, how many and what is the approximate total square-footage for all cannabis operators?

Have you incorporated any measures into your project to mitigate or reduce potential environmental impacts?  Yes  No  Unknown

If so, list them here. (Examples include enrollment in clean energy programs, tree preservation plans, creek restoration plans, and open space easements.)

Will the Project utilize a carbon dioxide generator as part of your cannabis facility?  Yes  No

If yes, will the carbon dioxide generator emit carbon dioxide into the air and at what levels? Please explain and provide consultant report if necessary.

## II. HISTORIC RESOURCES

Is the project site located within a historic district, or contain a historic building?  Yes  No  
*(Historic information can be obtained from the Planning & Zoning Division at (510) 238-6879)*

a) What is the OCHS (Oakland Cultural Heritage Survey) rating of the building?

D

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b) If so, is the building proposed for demolition or alteration?

N/A

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c) Is there a California Office of Historic Preservation DPR Form 523 with rating of 1 to 5?

3

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*Note: Any modification to a historic building will require additional CEQA analysis and may not be eligible for a CEQA exemption.*

## III. HAZARDOUS MATERIALS

Is the subject property located on a State List of sites containing hazardous materials compiled pursuant to Section 65962.5 of the Government Code?  Yes  No  
*(Cortese list, among others; more information can be obtained from California EPA at [https://www.dtsc.ca.gov/SiteCleanup/Cortese\\_List.cfm](https://www.dtsc.ca.gov/SiteCleanup/Cortese_List.cfm))*

a) If so, has the site been remediated? \_\_\_\_\_

- b) Is there a "Closure Letter" from the appropriate regulatory Agency? \_\_\_\_\_
- c) If not remediated, is there an approved Remedial Action Plan (RAP)? \_\_\_\_\_
- d) If not, has a RAP been submitted? \_\_\_\_\_

**IV. OTHER**

Is the applicant aware of any other environmental conditions/impacts likely to require further CEQA or National Environmental Policy Act (NEPA) review, such as:

- i. Sensitive environments, e.g., creeks-wetlands, seismically active areas     Yes  No
- ii. Peculiar or unique characteristics of the site, the project, or adjacent uses  Yes  No

Please explain:

None.

**I understand that review and approval of this preliminary CEQA checklist does not constitute approval for any administrative review, conditional use permit, variance, or exception from any other City regulations which are not specifically the subject of this application. I understand further that I remain responsible for satisfying requirements of any private restrictions or covenants appurtenant to the property. I understand that the Applicant and/or Owner phone number listed above will be included on any public notice, if any, for the project.**

**I certify that I am the applicant and that the information submitted with this preliminary CEQA checklist is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies may result in the revocation of any permits as determined by the City. I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission, as indicated by the owner's signature above.**

**I certify that statements, if any, made to me about the time it takes to review and process this application are general. I am aware that the City has attempted to request everything necessary for an accurate and complete CEQA review of my proposal; however, that after this preliminary CEQA checklist and/or application has been submitted and reviewed by the City Administrator's Office, it may be necessary for the City to request additional information and/or materials. I understand that any failure to submit the additional information and/or materials in**

a timely manner may render the application inactive and that periods of inactivity do not count towards statutory time limits applicable to the processing of this application.

**I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT ALL THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.**

Signature of Applicant: Steve Sukman DocuSigned by:  
Steve Sukman  
35A6805A6D7A49C...

Date: 4/20/22

**FOR  
OFFICE  
USE  
ONLY**

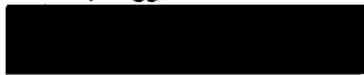
CEQA Review done by: _____	Date: _____
Findings: <input type="checkbox"/> Exempt <input type="checkbox"/> Needs Additional Information	
Notice of Exemption completed by: _____	Date: _____



# HP INVESTORS

April 1, 2022

Urbana  
Marty Higgins



**RE: Proposal to Lease – 415 W. Grand Ave, Oakland, CA**

Dear Mr. Higgins,

On behalf of HPN 415 W Grand LLC, this letter shall serve as a mutual non-binding Letter of Intent by and between Tenant and Landlord for the proposed lease of the below described Premises.

The material terms and conditions are outlines as follows:

**Tenant:** Urbana (correct entity to be provided in Lease)

**Guarantor(s):** Retail licensee [pending financial review]

**Landlord:** HPN 415 W GRAND, LLC

**Use:** Retail sale and consumption of cannabis and related products.

**Premises:** The Premises consists of the 4,850 RSF ground floor restaurant and retail space and second floor offices situated in the city of Oakland, State of California, and identified as 2221 Broadway Street (formerly Lukas Taproom) and 10 parking stalls in the parking lot, with the potential to lease more upon tenant providing landlord 60 days notice. **Parking cost estimated at [REDACTED] – to be confirmed by Ace Parking**

**Lease Term:** Ten (10) years from Rent Commencement Date

**Option to Renew:** One (1) five (5) year option as outlined below

**Delivery:** Landlord shall deliver Premises in broom-swept condition to Tenant after having completed repairs to the roof, sewer lateral line, and windows.

**Lease Commencement:** Lease shall commence on April 15, 2022.

**Rent Commencement:** Rent and Term shall commence upon the earlier of (i) the Tenant opening for business or (ii) 180 days after delivery

**Base Rent:** The rent schedule, to begin as of Rent Commencement, is as follows:

Months 1-12: [REDACTED]  
Months 13-24: [REDACTED]  
Months 25-36: [REDACTED]

Base Rent shall increase annually thereafter by a factor the greater of 103% and the change in CPI.

# HP INVESTORS

**Extension Option:**

Month 121-160: FMV, but in no event less than 3% greater than prior year

**NNN Expenses:**

Tenant shall be responsible for the full payment of real estate taxes, insurance, management fees, and any other operational costs of the building upon lease commencement. Currently estimated to be \$ [REDACTED] per month. [LL will provide additional detail on historic expenses]

**TI Allowance:**

None

**Security Deposit:**

Tenant shall pay to Landlord a Security Deposit equal to \$ [REDACTED]

**Landlord Improvements:**

Landlord shall address deferred maintenance, including roof repair, sewer lateral, and window repairs. Landlord agrees to provide electrical work to be in compliance to city standards for electrical service to the building. Premises shall otherwise be delivered in As-Is condition.

**Conditions Precedent:**

This proposal will expire fourteen (14) days from the submittal date above.

**Confidential:**

Landlord and Tenant acknowledge that the terms and conditions contained herein, and details of the ensuing negotiations will remain confidential between the parties to the lease and no proposals, lease drafts, leases or summaries of any kind will be distributed, copied, or otherwise transmitted, orally or in writing, to any other entity or person.

Landlord and Tenant acknowledge that this proposal is not an offer and that it is intended as the basis for the preparation of a lease by Landlord. The lease shall be subject to Landlord and Tenant approval, and only a fully executed lease shall constitute a binding agreement for the property. The lease when executed may contain other terms and conditions that may not be addressed in this proposal.

We look forward to your response and the opportunity to pursue a lease transaction with you. Should you have any questions or comments regarding the aforementioned terms and conditions, please feel free to contact me at [REDACTED]

Sincerely,

Isaac Abid  
HP Investors

# HP INVESTORS

Agreed and Accepted by:

**TENANT:**

DocuSigned by:



10D6A5EC27D44BC

Name: MARTIN HIGGINS

Date: 4/4/2022

**LANDLORD:**



Name: ISAAC ABID

Date: 4/1/2022



**California Secretary of State  
Electronic Filing**

**FILED**

Secretary of State  
State of California

**LLC Registration – Articles of Organization**

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Entity Name: U3 Oakland, LLC

Entity (File) Number: 202129310395

File Date: 10/18/2021

Entity Type: Domestic LLC

Jurisdiction: California

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Detailed Filing Information

1. Entity Name: U3 Oakland, LLC
  
2. Business Addresses:
  - a. Initial Street Address of Designated Office in California: 1565 Madison St., Ste. B  
Oakland, California 94612  
United States
  
  - b. Initial Mailing Address: 1565 Madison St., Ste. B  
Oakland, California 94612  
United States
  
3. Agent for Service of Process: Steve Sukman  
353 N. Flores St.  
Los Angeles California 90048  
United States
  
4. Management Structure: One Manager
  
5. Purpose Statement: The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

Electronic Signature:

The organizer affirms the information contained herein is true and correct.

Organizer: Arden Anderson

May 2, 2022



## **Odor Mitigation**

*Please submit a plan (in no more than two pages) for how cannabis odors will not be detectable outside of the proposed facility, such as utilization of carbon filters.*

**Note:** This is a preliminary response made prior to the completion of architectural and engineering drawings for the premises. It will be a top priority for Urbana Oakland to ensure all odor control equipment and systems are installed prior to conducting any regulated cannabis activity. Urbana Oakland has and will implement its pre-opening process checklist which will include the design and professional installation of adequate ventilation equipment and complete execution of its ventilation plan.

Urbana Oakland's Air Quality Plan will be designed specifically to target the source points of cannabis-related odors, identify the appropriate air-quality management strategies, ensure that proper protocol is in place to maintain the odor control system, and quickly address any/all complaints.

Pursuant to State of California regulations California Energy Code, Section 120.1(b)(2), mechanical ventilation must meet 0.20 cubic feet per minute ("CFM") per square foot of conditioned floor area in retail spaces, and 0.15 CFM for all other anticipated uses. Since existing State air quality regulations do not contain provisions specific to cannabis businesses, Urbana Oakland will comply with these general State standards when designing the ventilation systems and air filtrations systems for the entire Facility. Specifications for on-site consumption areas are influenced by the City of San Francisco's Department of Public Health Article 8A requirements.

### **Inventory Area Odor Mitigation**

- The inventory area is where Urbana Oakland will store the majority of its cannabis product inventory.
- All cannabis products will be delivered to the licensed premises in its final, packaged form, in accordance with state law.
- Retail employees are prohibited from receiving any unsealed cannabis products at the facility. Accordingly, very little (if any) detectable cannabis odor will be emitted from inventory or retail areas.
- Urbana Oakland will obtain a significant selection of products from distributors and manufacturers who use nitrogen sealing in packaging their products to eliminate odor emissions.
- iWave-C\* air purification technology (or equivalent) will be installed in this area to eliminate odor at the source.



## URBANA.

May 2, 2022

Retail Area Odor Mitigation:

- The retail area will only have the quantity of cannabis and cannabis products reasonably anticipated to meet the daily demand readily available for sale in the retail sales area as required. Accordingly, it is projected to generate limited odor, if any.
- iWave-C\* air purification technology (or equivalent) will be installed in this area to eliminate odor at the source.
- Urbana Oakland will place air purifying plants throughout the interior. These plants have been found to have air-purification capacities that can help absorb volatile organic compounds and remove pollutants from the air by absorbing the gasses through the plants leaves and roots.

General Odor Mitigation Notes

- The licensed premises will have no operable windows.
- All doors will be sealed with proper weather stripping, keeping circulating and filtered air inside the facility.
- Urbana Oakland will maintain all systems and equipment internally when possible, and will contract with appropriate, licensed commercial contractors when maintenance cannot be performed in-house. Internal maintenance crews and/or properly trained employees will service filters and air purification components on a routine maintenance plan, which includes replacing carbon filters quarterly, far sooner than their lifecycle, for constant carbon activation and performance.
- Mechanical equipment will be in compliance with all Oakland noise ordinances.
- Urbana Oakland will have an employee training program that covers odor mitigation, the ventilation system, and odor control equipment.
- Odor mitigation practices and policies will be clearly addressed in Urbana Oakland's standard operating procedures (SOP) including odor inspection and detection practices, keeping the doors closed, and regularly changing carbon filters.
- Employees will be trained in the identification and detection of cannabis odors from the exterior of the building and if they notice any cannabis odor, they will immediately notify their manager who will then further investigate the odor.
- The manager on duty will be responsible for assessing and documenting odor impacts on a daily basis.

On-site Consumption Lounge Odor Mitigation

- The consumption area of the premises will have a separate HVAC system with enhanced filtration from MERV 11-class technologies and activated carbon filters that will exhaust 100% of the air directly to the outside through odor and pollution control units.
- A negative air system design for this area will remove more exhaust from the area than fresh air allowed into the area.
- iWave-C\* air purification technology (or equivalent) will be installed in this area to eliminate odor at the source.
- Air filtration systems will be installed at all points of entry into the area.



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- Air intakes and exhaust for all HVAC systems will be located on the roof of the building with any intake and output originating over our controlled parking area.
- All doors leading to the consumption area will be fire-exit compliant, self-closing and installed with a gasket to provide a seal where the door meets the stop.
- Doors will be closed at all times, except when required for patron entry or exit.

\* iWave uses patented technology, called needle-point bi-polar ionization, to create equal amounts of positive and negative ions. When these ions are injected into the air stream, they break down passing pollutants and gasses into harmless compounds like oxygen, carbon dioxide, nitrogen and water vapor.

### **Community Beautification Plan**

*Please submit a community beautification plan (no more than two pages) detailing specific steps your business will take to reduce illegal dumping, littering, graffiti and blight and promote beautification of the adjacent community.*

Urbana Oakland will contribute to the beautification, maintenance and support of its Downtown vicinity through the following activities:

- Participate in Oakland's Adopt a Spot program and provide paid employees to volunteer in upkeep of parks, storm drains, streets and other public spaces near the premises.
- Employee volunteers will create artistic mosaics and murals on litter containers and utility boxes, pick up litter, remove graffiti and keep storm drains free of debris.
- Provide a designated area of the building exterior for a mural by a local artist in partnership with the Bay Area Mural Program or the Attitudinal Healing Connection (AHC) Oakland SuperHeroes Mural Project or similar organization.
- Prominently participate in neighborhood, community and merchant associations and provide volunteer labor from our employees and management, sponsor events and spearhead inclusive activities that benefit our business area.
- Sponsor and participate in Keep Oakland Beautiful.
- Donate to the Oakland Beautification Council.
- Participate in The Lake Merritt-Uptown and Downtown Oakland Community Benefit Districts.
- Keeping all sidewalks and street gutters in front of and adjacent to our premises (including our parking lot) clean and free of debris at all times through frequent walking and camera-monitored inspections.
- Having our licensed security personnel patrol the blocks around our premise daily to inspect for risks, illegal activity, broken windows and new graffiti and promptly report it to local authorities and/or graffiti enforcement/mitigation programs.
- Promptly remove graffiti on our building and parking area using professional tools and contractors.



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- Maintain a clean trash and recycling holding area at all times.
- Prohibit loitering in front of our premises during business hours and install security systems that activate lights and audible warnings to loiterers at times when the business is closed to the public.
- Remove stickers, posters and defacing of public lighting fixtures, traffic signal boxes, parking meters, postal boxes and other public facilities, or notify the appropriate agency of visible damage or defacing.
- Retaining a professional design firm to construct a modern, beautiful storefront with a striking interior that is visible from the street and conveys a conventional retail shopping experience to pedestrian and vehicular traffic.
- Integrating security elements (roll down window and door coverings, camera fixtures and exterior lighting) in ways that provide their intended functionality and simultaneously elevate the intersection.
- 

**Parking Plan**

- Urbana Oakland’s property lease includes ten dedicated parking spaces adjacent to the premises that will be provided for patron use.
- Additional parking spaces are available under the property lease.
- The parking lot will be maintained by Urbana Oakland with clear parking rules posted for customer convenience.
- Approximately 75 metered street parking spaces are available within a two block radius with a 2-hour limit at a cost of approximately \$1 per hour.
- An estimated 250 commercial parking spaces are within a two-block radius of the premises offering parking from \$3 for 20 minutes to a flat rate fee of \$20 per day.
- Urbana Oakland plans to obtain monthly parking permits for several staff members to reduce burden on street parking.
- Urbana Oakland plans to apply for a business parking permit from the City of Oakland.
- Security personnel will prevent customers from double parking in front of the business, parking at bus stops and in loading zones.
- Commercial deliveries will be made between the hours of 8am and 12 noon on weekdays and vendors will be required to observe all parking regulations.
- Bicycle parking is currently provided for guests in front of the entrance.

**Anti-drugged Driving Plan**

- The licensees of Urbana Oakland operate two dispensaries in San Francisco with existing on-site consumption lounges dating back to 2016. The reputation of these establishments is unparalleled in their contribution to safe consumption, consumer convenience and professional management.





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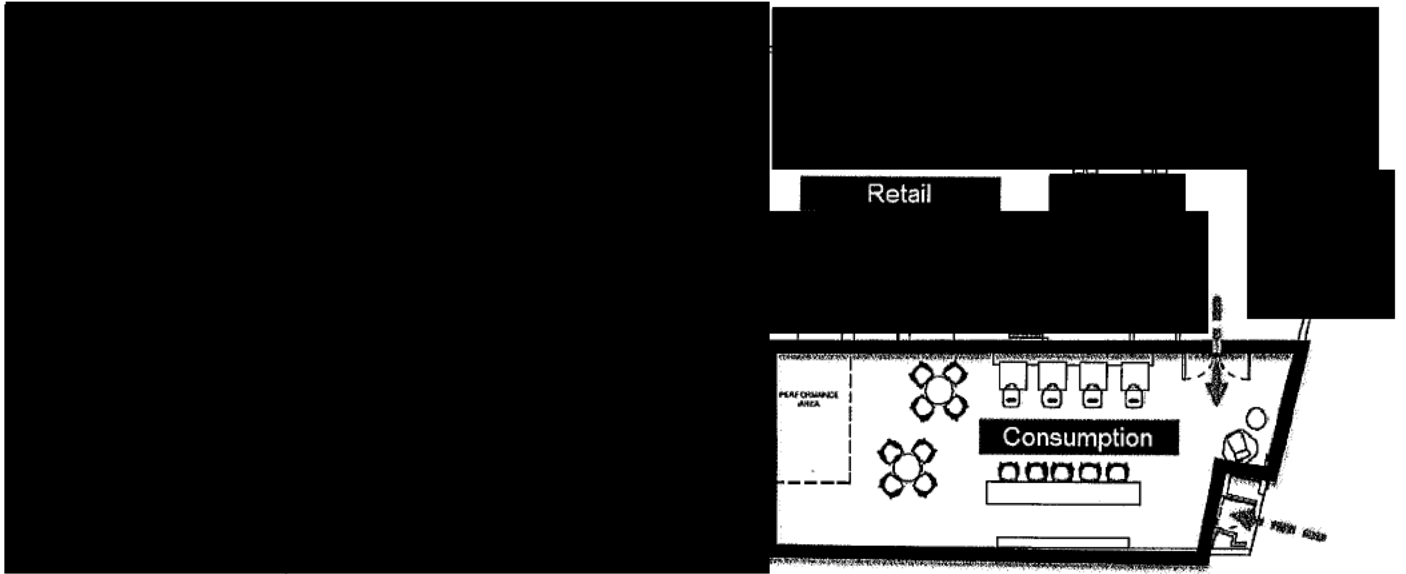
- Guests will only be permitted to consume purchases made at Urbana Oakland. No outside cannabis is permitted, ensuring that all consumption products meet state standards for purity, THC content, and safety.
- Urbana Oakland will educate its service and security staff on proven-effective tactics in identifying customers that are approaching safe limits of consumption.
- Such tactics include carefully monitoring the rate and volume of consumption for each guest and, if any impairment or irregular behavior is perceived, to withhold continuing service and advising a manager.
- All retail employees of Urbana Oakland will be trained in both state cannabis regulations and safe consumption.
- The use of alcohol is expressly prohibited in any California dispensary. Employees are trained to detect guests that may have entered the facility under the influence of alcohol and to advise management of a risk to public and guest safety—even if remote.
- Should a guest be believed to be at risk of over-consumption or determined to be marginally impaired, our management team will interact with the individual to determine if they should be offered a ride service home.
- Most guests visit Urbana lounges with friends and, in that case, management would confirm with friends a plan for safe travel for all guests in the party.
- Guests are required to sign a terms of use policy when entering the consumption area with rules and personal responsibilities clearly defined.
- Incident reports are maintained for guests that pose a risk to the safety or integrity of the Urbana consumption experience.
- As required, management will contact 911 to report any unsafe condition that exists within the business or with any guest.



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**Floor Plan with Consumption Area Identified**



**Site plan**

