

August 11, 2021

Costa Mesa Development Services  
77 Fair Drive  
Costa Mesa, CA 92626  
(714) 754-5270

RE: Circle Muskrat LLC Applicant Letter for Commercial Cannabis Storefront Business Pre-Application

To the City of Costa Mesa,

We are writing this Applicant Letter as part of our Commercial Cannabis Storefront Business Pre-Application for a retail storefront and delivery service in the City of Costa Mesa. Circle Muskrat LLC is working with Measure X Partner JDFCM1, LLC to establish a retail storefront and delivery service at 2801 N. Harbor Blvd Units #C, #D, and #E Costa Mesa, CA 92626 on parcel 139-304-12. The parcel's zoning is C1 Local Business and the proposed location is not within the Green Zone.

The Applicant owns and operates Off The Charts, one of the first licensed cannabis retailers in the City of Vista and has opened two additional locations in Palm Springs, one of which has a consumption lounge and requires heightened compliance measures. Off The Charts has six (6) more locations scheduled to open in 2021 and has recently extended their footprint to Northern California as a managing partner of a Social Equity Microbusiness in San Francisco. OTC has now established itself amongst the highest rated licensed cannabis retailers in the San Diego and Palm Springs areas.

Our proposed commercial cannabis business amasses 2,400 sqft. We plan to use the space for conducting the retail sale of cannabis along with the processing and preparation of deliveries of cannabis goods offsite. We are obtaining Type 10 Storefront Retail with Delivery licensure with both Adult Use (A) and Medical (M) designations from the Department of Cannabis Control (DCC), so we conduct retail sales to Adult Use customers who are over the age of 21 and Medical customers who are over the age of 18 and have a valid physician's recommendation and/or Cannabis Card. There are currently 17 parking spaces, one of which is handicapped parking, and there is ample parking for both our clientele and employees. Areas that are generally accessible to the public include a Lobby/Check-In Area (128 sqft) where we verify client identification and check them into our customer queue, a Security Room (75 sqft) for our medical patients to maintain HIPAA compliance, a Display Area (1,470 sqft) where cannabis goods are displayed and where transactions are processed, and an ADA-compliant client restroom (80 sqft). Limited access areas are only accessible by employees of the commercial cannabis business and visitors that are escorted by an employee of the commercial cannabis business; these areas include a Storage Room (182 sqft) where bulk cannabis goods are stored, our Dispatch Room (120 sqft) where incoming deliveries of cannabis goods are received and where orders to be delivered offsite are prepared, our Office (100 sqft) where records and security footage are stored, our Employee Area for training, meals and rest periods (90 sqft). There are also hallways for the back of house operations (155 sqft).

We only conduct the retail sale of cannabis goods that have been produced by licensed cultivators and manufacturers and sourced from licensed distributors that operate within the scope of compliance with local and state regulations. This includes cannabis flower, pre-rolls, manufactured cannabis products including various extracts, rosin, edibles, tinctures, topical products, sublingual tabs, capsules, beverages and non-cannabis merchandise such as branded clothing and accessories. All cannabis goods sold at our store are packaged and labeled in their final form and in compliance with State law. We have longstanding relationships with some of the leading brands including Raw Garden, Pacific Stone, Kiva and various others licensed operators. We have also built strong relationships with various distributors who carry these products so are able to secure favorable terms on products and maintain a consistent supply of cannabis goods for our clientele. We are implementing a robust inventory management, control and reporting system that allows us to accurately document the present location, amounts, and descriptions of all cannabis goods for all stages of the external supply chain and our internal retail process until purchase by a verified customer or patient.

We look forward to bringing the City of Costa Mesa premiere commercial cannabis that provides an unparalleled customer experience and various additional community benefits. Please reach out to Sean Maddocks via email at [maddocks@greencp.com](mailto:maddocks@greencp.com) or via phone at (949) 291-0587 with any questions or concerns.

Sincerely,



Circle Muskrat LLC