

Application for Special Permit

Pursuant to Zoning Bylaw Section §250.23.3

Bolton Planning Board

**476 Main Street
Bolton, MA 01740**

Applicant: Michael Spengler
United Cultivation, LLC
601 Fitchburg State Road
Ashby, MA 01431

Record Owner: Houde Realty Trust
476 Main Street
Bolton, MA 01740

**April 19th, 2023
4932-U**

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Special Permit Application
476 Main Street
Bolton, MA

April 19th, 2023
United Cultivation, LLC

1.0 Special Permit Application

**MARIJUANA ESTABLISHMENT SPECIAL PERMIT
Application Form**

4/28/2023

Date of Filing

Name of Applicant: United Cultivation, LLC Phone Number: 978-384-2616

Mailing Address: 601 Fitchburg State Road, Ashby, MA 01431

Email Address mike@unitedcult.com

Location and Street Address of Site: 476 Main Street (Route 117)

Name of Registered Engineer or Surveyor Greg Roy (PE) - Dillis & Roy Civil Design Group

Address: 1 Main Street, Suite #1 Lunenburg, MA 01462

Property Owner: Houde Realty Trust Phone Number: _____

Deed or property Recorded in: Book No. 8522 Page 206 of the Worcester County
Registry of Deeds or Land Court Certificate of Title No.(s): _____


Location and Description of Property (include zoning district(s)): 476 Main Street approximately
750 feet east of Route 495 located in the Business District & Mixed Use Village Overlay

Lot Frontage: 217.57 feet Lot Area: 114,880 Square Feet

Detailed description of the proposed Special Permit: _____

Section 250.23.3 of the Zoning Bylaw allows for Retail Marijuana Establishments by Special Permit. The proposed establishment will utilize a portion of an existing commercial building located on the property. No external modifications to the existing building are proposed.

Please include all materials listed in the following check list for your application indicating with a check mark the information included. If an item is not applicable to your application, write "N/A". If any applicable items are missing attach additional sheets explaining the omission. Note that this list is not a complete description of the requirements for a complete Application. It is each Applicant's responsibility to prepare a complete Application according to the Marijuana Establishment Rules and Regulations as adopted by the Planning Board. An Application lacking any required information in the appropriate format may not be accepted or may be cause for denial of said Application.

Signature of Owner or Agent 

Address 601 Fitchburg State Road, Ashby, MA 01431

Phone Number 978-866-1154

2.0 Project Narrative

Existing Conditions

The subject property is located at 476 Main Street (Route 117), which is shown on assessors Map 4.D, as Parcel 61. The property is located on the south side of Main Street, approximately 750 feet east of Route 495 and directly across the street from the Bolton Pan Cemetery. The property contains approximately 2.64 acres of land and contains an existing commercial building with associated paved parking around the entirety of the building and to the rear of the lot.

The existing building is a mixed-use commercial building which is known as the Country Cupboard building. The existing building is served by a public water supply well and has a shared septic system on the property. The site is accessed by one of two curb cuts on Main Street, one of which utilizes a driveway access easement through the lot frontage of 470 Main Street.

Proposed Conditions

The proposed project involves the operation of a Retail Marijuana Establishment in a portion of the existing building located at 476 Main Street. The retail establishment will occupy the first floor of the western side of the building.

The proposed use of the building will not result in any external alterations to the existing building, nor will there be any impacts to the existing parking lot as the existing parking lot has adequate parking to accommodate the proposed use.

Section 250.23.3 of the Bolton Zoning Bylaw allows for Retail Marijuana Establishments within the Business Zoning District.

Special Permit Criteria (Section 250-23E.)

Compliance with Section 250-23E of the Zoning bylaw is detailed below:

Section 250-23E. of the Protective Zoning Bylaw states that:

(1) For those uses identified in § 250-12 of this Zoning Bylaw as requiring a special permit from the Planning Board, the following factors shall be considered by the Planning Board in granting, denying, or considering renewal of any special permit:

(a) The existence of safe vehicle access to and from the right-of-way

The proposed project intends to utilize the existing access to the building, which includes looped access around the building and two curb cuts on Main Street for ease of entry and exit to the property.

(b) The existence of safe pedestrian access to and from the site

There are currently no sidewalks on either side of Main Street in the area of the proposed project. The existing storefront has an elevated walkway area and protective bollards to provide safe access for pedestrians traveling between the existing shops and stores within the building.

(c) The adequacy of provisions to reduce or eliminate undesirable visual, noise, odors or similar impacts upon adjoining properties and the public

With the exception of a sign on the existing building, no external modifications are proposed to the existing building or parking lot layout. No modifications to the existing lighting, parking, or accessways are proposed as part of the proposed project.

(d) The adequacy of provisions for controlling and cleaning up on-site and off-site litter and debris

The existing property contains multiple dumpsters on the property. The proposed retail facility will have access to these dumpsters which will be utilized during any interior improvements to the building.

(e) The existence of water and waste management plans for the premises which will minimize any adverse impact on natural and community resources

The proposed retail space will use the existing septic system currently serving the existing building.

(f) The adequacy of proper controls for containment of exhaust fumes or other emissions from the premises

The proposed retail establishment will conform to the building code with respect to fume and emission containment controls.

(g) The degree to which the project will recycle waste materials, will utilize recycled materials, and will utilize water conserving and energy-efficient appliances.

The existing building and the proposed retail establishment will utilize water conservation & energy-efficient appliances where applicable.

(h) The degree to which the project design is in harmony with the neighborhood and the environment and the degree to which the project meets the design review criteria set forth in Subsection G of this section, and any design review guidelines hereafter adopted by the Planning Board pursuant to this section

As mentioned, with the exception of a proposed sign on the building, the proposed project does not propose any external modification to the existing building. The proposed project will have no detrimental impact on the environment or any neighboring properties. A traffic impact report has been prepared documenting that there will be no detrimental impact to the traffic patterns of Route 117.

- (i) *Whether in all other respects the proposed project will be in harmony with the general purpose and intent of this Bolton Zoning Bylaw and not detrimental to the neighborhood or the Town.*

The proposed use is allowed in the zoning district by granting of a special permit. The proposed project does not propose any new structures, curb cuts, or increase in impervious areas. The proposed modifications to the existing building are interior modifications only and will not be detrimental to the neighborhood or Town.

- (j) *Require a Knox-Box (A secure, tamper-proof storage box for keys or other access tools) at locations approved by the Fire Department on all commercial, business or industrial structures with an automatic fire alarm system.*

The existing building contains Knox-Box approved by the Fire Department.

Design Review Criteria (Section 250-23G.)

Design review criteria. The Planning Board shall consider the following additional design criteria in conducting special permit review for all developments of business or mixed-use properties subject to special permit review under the Town of Bolton Zoning Bylaw. The Select Board may also use these criteria in undertaking site plan review for all business projects in the Town of Bolton subject to site plan review. The Board of Appeals shall also consider these criteria in review of special permits and variances for all business and industrial uses. The Planning Board, from time to time, may adopt additional design review guidelines regulations to advance the goals of this section and to provide more detailed examples for prospective developers.

- (1) *Design Goals. Buildings and renovations shall be of a design similar to or compatible with traditional architecture in the Town of Bolton in terms of scale, massing, roof shape, spacing and exterior materials. The design standards are intended to promote quality development consistent with the Town's sense of history, human scale and pedestrian-oriented village character.*

The proposed retail use does not involve any alterations or renovations to the exterior architecture of the existing building. As such, the proposed project promotes the continuity of the existing architectural style of the Town of Bolton.

- (2) *Building scale*

- a. *The size and detailing of buildings shall reflect the community preference for moderate-scale structures that resemble houses or barns, and do not resemble "big box shopping centers." New buildings and/or substantial alterations shall incorporate features to add visual interest while reducing the appearance of bulk or mass. Such features include varied facades, rooflines and roof heights; materials; awnings; dormers; roof overhangs; pitched roofs; well-proportioned windows; and details such as brick chimneys or shutters.*
- b. *Buildings shall relate to the pedestrian scale by the following:*
 - i. *Appropriate architectural details to add visual interest along the ground floor of all facades that face streets, squares, pedestrian pathways, parking lots, or other significant pedestrian spaces shall be included.*
 - ii. *Articulate the base, middle, and top of the façade separated by cornices, string cornices, step-backs or other similar features*
 - iii. *Continuous lengths of flat, blank walls adjacent to streets, pedestrian pathways, or open spaces shall not be permitted.*

The proposed use does not include any external alterations to the existing building, preserving the existing look and feel of the property and the neighborhood.

(3) Roof form

- a. *New construction, including new development above existing buildings and/or substantial alterations, shall incorporate gables or other traditional pitched roof forms which will be consistent with the historic architecture of the Town of Bolton. Flat roofs are discouraged.*
- b. *Mechanical equipment located on roofs shall be screened, organized and designed as a component of the roof design, and not appear to be a leftover or add-on element.*

No alterations to the existing roof are proposed.

- (4) Entrances.** *For all primary business and business/residential structures fronting on a public way, the building entrances shall be visible from the right-of-way and the sidewalk, and shall have an entrance directly accessible from the sidewalk; front entrances shall be well defined and face the main street. To increase accessibility, structures may also have entrances that provide more direct access to the parking areas beside or behind the structure. Doors shall not extend beyond the exterior facade into pedestrian pathways.*

The proposed retail establishment will utilize the existing building, parking lot, and access driveway. No alterations to the existing building entrances are proposed.

(5) External materials and appearance.

- a. *Predominant wall materials shall have the appearance of wood, brick or stone that, if painted, shall be painted or coated in a nonmetallic finish. Cladding materials should be consistent on all facades, or shall be an appropriate mix*

found in historic architecture in Bolton (e.g., clapboard front with shingled sides), with the exception of special design elements such as gables or dormers.

- b. Awnings and canopies over windows and doors shall be compatible with the architectural style of the building. Colors and patterns used for awnings and canopies shall be subdued and compatible with any existing awnings on adjacent buildings.*
- c. Except for minor trim, the building shall avoid the appearance of reflective materials such as porcelain enamel or sheet metal. Window panes shall be nonreflective*
- d. Ground-floor commercial building facades facing streets, squares, or other significant pedestrian spaces shall contain transparent windows and other appropriate architectural details to add visual interest; the amount of windows may vary according to the architectural style of the structure and shall be appropriate to the building style and the intended use, with a general goal of 15% to 25% fenestration of the first floor facade surface.*

The existing building contains transparent windows facing Route 117, with goose neck style lighting along the raised pedestrian access path. With the exception of a new sign located on the building, no other alterations are proposed to the façade of the existing building.

(6) Historic resources.

- a. Wherever possible, existing historic structures on the site shall be preserved and renovated for use as part of the development. Any alteration of or addition to an existing historic structure shall employ materials, colors and textures as well as massing, size, scale and architectural features that complement the original structure. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved. The addition to, or new construction adjacent to, an historic structure should not necessarily be a copy of the historic structure. See the most recent edition of the Secretary of the Interior's Standards for the Treatment of Historic Properties, and any accompanying guideline documents, for guidance related in particular to additions to historic structures.*
- b. Other historic resources on the site, such as stone walls, shall, to the maximum extent feasible, be protected and incorporated into the proposed development.*

There are no historic structures located on the site, and the proposed use will have no impact on the cemetery across the street (Identified as a historic burial ground on the Massachusetts Cultural Resource Information System website)

- (7) Fencing and screening. Parking areas, dumpsters and ground-level mechanical equipment shall be screened from view from all adjacent residential areas by adequate vegetative screening or fencing. Landscaping and vegetative screening shall be preferred over fencing. Solid, year-round, evergreen hedge which will grow to six feet within three years, or a substantial, opaque fence at least six feet high, or the equivalent, shall be installed and maintained in good condition. A strip of dense vegetation of shrubs and*

trees not less than 50 feet deep may be considered an equivalent. Parking areas shall be reasonably screened and landscaped to minimize the adverse views from the public way. No wall, fence, structure, planting or other obstruction to a driver's vision may be permitted at eye level, defined as three feet to eight feet above street grade, within 25 feet from the intersection of street side lines, unless the Town has adopted a separate line-of-sight bylaw, in which case that bylaw shall prevail.

The existing site is surrounded by dense vegetation and is not directly abutted by any residential dwellings. As mentioned above, no external alterations to the existing building are proposed.

(8) Landscaping.

- a. To the maximum extent possible, projects shall provide pedestrian-friendly amenities, such as public gathering/sitting areas, designated on-site sidewalks/pathways, sidewalks along the public road frontage of the parcel, and appropriate internal walkways. Links/Sidewalks designed to connect parking areas with adjacent developments are encouraged to further the goal of providing safe pedestrian access to businesses within Bolton. Site landscaping shall be maximized, per Subsection C of this section, Greenspace regulations. Mature trees, bioswales and infiltration strips should be included to provide shade, reduce heat-island effect, and to manage stormwater. Only native species shall be used in landscaping; no invasive species shall be allowed.*
- b. The Planning Board may require that trees removed as part of the development be replaced on-site or off-site. All vegetation included in the site plan shall be maintained and if necessary replaced from time to time to maintain the overall landscape design approved by the Planning Board.*
- c. The Planning Board, from time to time, may adopt additional landscaping guidelines as part of the design review guidelines to advance the goals of this section and to provide more detailed examples for prospective developers.*

The proposed project intends to maintain the existing vegetation on the site, which includes dense vegetation around the perimeter, shade trees along the frontage of the site, and a landscaped area between the existing building and rear parking area. Additionally, a landscaped island exists between the existing building and Route 117.

- (9) Service areas, utilities and equipment.** *Service and loading areas and mechanical equipment and utilities shall be unobtrusive or sufficiently screened so that they are not visible from streets, adjacent residential zoning districts or primary public open spaces, and shall incorporate effective techniques for noise buffering from adjacent uses.*

No alterations to the existing utilities on the site are proposed. The proposed retain establishment will utilize the existing buildings sewer connection, electric service, and water supply.

- (10) *Lighting. Building or area lighting for any business, commercial, industrial or other nonresidential private use shall be so arranged as to direct the light away from any street and from any premises residentially used or zoned. The applicant shall coordinate lighting fixture assembly with the surrounding architecture. Such exterior lights shall be mounted and shielded such that light sources and lenses shall not be visible from any residential district. Luminaires shall be cutoff (downlight) type, with the mounting height not to exceed 20 feet. Light overspill shall not create shadowing discernible without instruments on any residentially zoned premises. With the exception of limited security or safety lighting, all lighting shall be shut off during times outside of business operations. This subsection shall not apply to reasonable seasonal holiday lighting displays that shall be in place for 30 days or less.*

The existing site contains several pole lights throughout the parking lot, with downward facing, goose-neck style lighting on the front of the existing building. No alterations to the existing lighting on the site are proposed.

- (11) *Signage restrictions. All proposed signs included in the development shall meet the requirements 250-18.*

No additional freestanding signs are proposed as part of the proposed project. A sign will be installed on the building in the location of the former sign and will conform to all applicable signage requirements in Section 250-18 of the Zoning Bylaw

- (12) *Sustainable building and site design. It is desirable that new buildings constructed in the Town of Bolton comply with the current Leadership in Energy and Environmental Design (LEED) criteria, as promulgated by the U.S. Green Building Council, to the maximum extent feasible. All site design shall follow, to the maximum extent feasible, the provisions of low-impact development (LID) techniques, as described by the Massachusetts Executive Office of Energy and Environmental Affairs, which defines LID as a suite of landscaping and design techniques that attempt to maintain the natural, predeveloped ability of a site to manage rainfall. LID techniques capture water on site, filter it through vegetation, and let it soak into the ground.*

The proposed project will use the existing building on the property. No new structures are proposed.

- (13) *Parking. To the maximum extent feasible, parking areas;*
- a. *Shall be located behind or to the side of structures, and shall be strongly discouraged between the structure and the public right-of-way.*
 - b. *Shall be screened with appropriate landscaping.*
 - c. *Shall be designed to minimize heat-island effects by including appropriate internal landscaping, with a minimum of one tree per 10 parking spaces and associated shrubs and other plantings that shall be incorporated into low-impact development stormwater infiltration facilities.*

A large portion of the existing parking is located along the sides and to the rear of the existing structure. There are 66 existing parking spaces, which exceeds the required 34 spaces for the building (1 space per 250 square feet of retail space, 8,358 square feet of existing).

- (14) *Bicycle parking. Bicycle parking shall be provided for all new development, shall be at least 50% sheltered from the elements, and shall be located as close as possible to the building entrances(s). Any property may establish a shared bicycle parking facility with any other property owner within 150 feet.*

There is currently no designated bicycle parking for the property. As no modification to the retail use of the building is proposed, no bicycle parking areas are proposed.

- (15) *Stormwater. Stormwater management shall comply with the following requirements.*
- a. *Massachusetts Stormwater Management Policy set forth in the latest edition of the Massachusetts Department of Environmental Protection Stormwater Handbook.*
 - b. *Rainfall data set forth in the latest edition of the National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Cartographic Maps of Precipitation Frequency Estimates.*
 - c. *Post-development peak discharge volumes shall meet pre-development peak discharge volumes for the two-, 10-, 25-, and 100-year, twenty-four-hour storm events to prevent downstream flooding on neighboring properties.*

Not applicable – No site modifications are proposed for this project.

Special Permit Criteria (Section 250-23.3)

D. Eligible locations for marijuana establishments. Marijuana cultivators, marijuana product manufacturers, independent testing laboratory, and any other type of licensed marijuana-related business shall be allowed by special permit in the Industrial District. Marijuana retailers shall be allowed by special permit in the Business, Limited Business and Industrial Districts. Marijuana establishments are not allowed in the Residential and Limited Recreation Business Districts.

The proposed site is located in the Business Zoning District.

E. General Requirements and conditions for all marijuana establishments.

- (1) *Marijuana establishments shall comply with all aspects of MGL c. 94G, Regulation of the Use and Distribution of Marijuana Not Medically Prescribed, and 935 CMR 500.000, Adult Use of Marijuana*

The proposed establishment will comply with all aspects of MGL c. 94G an 935 CMR 500.00.

- (2) *All aspects of the marijuana establishment relative to the acquisition, cultivation, possession, processing, sales, distribution, dispensing, or administration of marijuana, products containing marijuana, related supplies or educational materials shall take place at a fixed location within a fully enclosed building or structure and shall not be visible from the exterior of the business.*

All aspects of the marijuana establishment will occur in the confines of the existing building.

- (3) *No outside storage is permitted. This prohibition applies to all aspects of the product and waste associated with the marijuana establishment.*

No outdoor storage of product or waste is proposed.

- (4) *All marijuana establishments shall be ventilated in such a manner that no:*
- a. Pesticides, insecticides or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere or ground.*
 - b. Odor from the marijuana cannot be detected by a person with a normal sense of smell at the exterior of the marijuana establishment or at any adjoining use or property.*

Ventilation will be provided to mitigate any odor associated with the proposed development. Any pesticides, insecticides or other chemicals used will be dispersed into the outside atmosphere or ground.

- (5) *Signage shall conform to S250-18, Sign regulations, of Bolton's Zoning Bylaw and requirements of state laws and regulations governing such facilities, including 935 CMR 500.105(4).*

The proposed establishment will utilize the existing sign location on the building, which conforms to Bolton Sign regulations.

- (6) *A marijuana establishment's water supply shall be sufficient for necessary operations. Any private water source shall be capable of providing a safe, potable, and adequate supply of water to meet the marijuana establishment's needs.*

The proposed establishment will utilize the existing public water supply well on the property. The existing well is capable of providing adequate water to the proposed establishment.

- (7) *The hours of operation of a marijuana retailer shall be limited to Monday through Saturday from 10:00 a.m. to 9:00 p.m. and Sunday from 12:00 p.m. to 6:00 p.m.; or as otherwise established by the SPGA.*

The proposed hours of the marijuana establishment will be limited to the hours defined above.

- (8) *No smoking, burning, or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a marijuana establishment.*

No smoking, burning, or consumption of any product containing marijuana or marijuana-related products will occur on the premises of the proposed establishment.

- (9) *No marijuana retailer shall have a gross floor area in excess of 2,500 square feet.*

The proposed gross floor area is 2,100 square feet.

- (10) *No marijuana establishment shall be located within a radius of 500 feet of a residential dwelling. The five-hundred-foot distance shall be measured in a straight line from the nearest point of the residence in question to the nearest point of the proposed marijuana establishment established at the time the proposed marijuana establishment's application is received by the SPGA.*

The nearest residential dwelling is greater than 500-feet away from the proposed marijuana establishment.

- (11) *No marijuana establishment shall be located within a radius of 500 feet of a public or private school, day-care center, or any facility where children commonly congregate. The five-hundred-foot distance shall be measured in a straight line from the nearest point of the residence or facility in question to the nearest point of the proposed marijuana establishment established at the time the proposed marijuana establishment's application is received by the SPGA.*

No school, day-care center, or other facility where children commonly congregate is located within 500-feet of the proposed marijuana establishment.

- (12) *All structures associated with marijuana establishments shall be set back from front, side and rear property lines in accordance with Bolton's Zoning Bylaw under 250-13B, Dimensional regulations.*

No modifications to the existing building are proposed.

- (13) *Marijuana establishments shall provide the Bolton Police Department, Fire Department, Building Inspector and the SPGA with the names, phone numbers and e-mail addresses of all management staff and key holders who can be contacted if there are operating problems associated with the marijuana establishment.*

All contact information relative to the proposed Marijuana establishment will be submitted concurrently with this application.

F. Special Permit Requirements

(1) Marijuana establishments shall meet the requirements set forth in Bolton's Zoning Bylaw under § 250-23, Business, commercial and industrial regulations, including § 250-23E Special permits for zoning use; § 250-23F Site plan approval process; and § 250-23G Design review criteria. In addition, a special permit application for a marijuana establishment shall include the following:

(a) The name and address of each owner of the marijuana establishment.

The proposed establishment will be United Cultivation, LLC with an address of 601 Fitchburg State Road, Ashby, MA 01431.

(b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies for the marijuana establishment, including the Cannabis Control Commission, and any required license from the Town of Bolton Select Board.

Copies of all required licenses and permits issued to United Cultivation, LLC have been included as attachments to this application.

(c) Evidence that the applicant has site control and the right to use the site for a marijuana establishment in the form of a deed or valid purchase and sales agreement, or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement.

A notarized statement of ownership and a notarized statement from the property owner have been provided as an attachment to this Special Permit Application.

(d) Proposed security measures for the marijuana establishment including lighting, fencing, gates and alarms, etc., to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity in compliance with 935 CMR 500.110. The applicant shall demonstrate that the marijuana establishment's security plan has been approved by the Police Chief. This plan shall detail all exterior and interior proposed security measures for the premises, including but not limited to: video monitoring and recording, lighting, fencing, and alarms ensuring the safety of employees and to protect the premises from theft or other criminal activity. This plan must provide twenty-four-hour security and monitoring for the marijuana establishment, particularly those portions of the building which are deemed by the Police Chief to be most vulnerable to unauthorized entry and least visible from the public ways.

Security plans including proposed lighting, cameras, and alarms have been reviewed and approved by the Bolton Police Department have been included as an attachment to this application.

- (e) *A description of all activities to occur on site, including all provisions for the delivery of marijuana products to and/or from the premises.*

The existing parking area on the site provides looped access around the existing building. It is anticipated that all deliveries will take place around the rear of the building.

- (f) *A waste disposal plan which provides details for disposal of the waste materials in compliance with 935 CMR 500.105(12).*

Multiple waste disposal dumpsters are provided for the existing building. These dumpsters will be utilized for the proposed establishment.

- (g) *Upon written request from the applicant, the SPGA may waive the submission of such information, or parts thereof, as may not be necessary for the consideration of the application. The SPGA's waiver decision shall be set forth in the written special permit decision.*

A waiver request list has been included as part of this Application.

- (2) *Each marijuana establishment permitted under this section shall, as a condition of its special permit, file an annual report with the SPGA and the Town Clerk no later than January 31st, providing a copy of all current applicable state licenses for the facility and/or its owners and demonstrate continued compliance with the conditions of the special permit and appear before the SPGA, if requested by the SPGA.*

An annual report will be filed with the SPGA and Town Clerk as described above.

- (3) *A special permit granted under this section shall run with the applicant and shall be non transferable to another owner or operator without an amendment to the special permit with all application information required in accordance with this section and a noticed public hearing.*

Acknowledged.

G. Abandonment or discontinuance of use.

- (1) *A special permit granted under this section shall lapse if not exercised within 24 months of issuance.*
(2) *A marijuana establishment shall be required to remove all material, plants, equipment and other paraphernalia prior to surrendering its state-issued licenses or permits or within six months of ceasing operations, whichever comes first.*

Acknowledged.

Town of Bolton Marijuana Establishment Special Permit Rules and Regulations:

Section 3: Filing Requirements

3.1 Submission Procedures

A complete Application for a Marijuana Establishment Special Permit shall be made in writing on a form entitled “Application for Marijuana Establishment Special Permit”. Such form is available in Appendix A of these Rules and Regulations and in the office of the Planning Department.

All information required by any form as part of an Application for a Marijuana Establishment Special Permit shall be furnished by the Applicant in the manner prescribed in the Rules and Regulations and by such form unless a waiver is requested and granted as set forth above in Section 1.7.

A complete Application shall be submitted to the office of the Town Clerk during posted business hours. The Applicant may request and shall be entitled to a written receipt for the materials submitted. The date of filing shall be considered the date upon which the Application or notice thereof has been delivered to or received by the Town Clerk as required by these Rules and Regulations.

The submission should be based on the preliminary review process, if conducted, and should contain all changes and modifications suggested by the various boards and town consultants under the auspices of the Board, unless justification for non-inclusion is provided with the Applicant.

The Applicant submitting an Application for a Marijuana Establishment Special Permit to the Board for approval, modification, amendment, or rescission of a Marijuana Establishment Special Permit shall file with the Board, by delivery or registered mail, the following:

- (a) Three (3) copies of a properly executed Application for Marijuana Establishment Special Permit form*

3 copies of the Marijuana Establishment Special Permit form have been submitted.

- (b) The required filing fee.*

The required filing fee has been submitted concurrently with this application.

- (c) Three (3) full-size paper prints of the plans and three (3) reduced scale paper prints of the plans.*

3 full size and 3 reduced scale paper copies of the Site Plan have been submitted.

- (d) *Three (3) copies of the Marijuana Establishment's application for a license from the Cannabis Control Commission or relevant State agency, including the Application of Intent packet and Management and Operations Profile packet. Additional application materials may be requested dependent of the type of Marijuana Establishment in accordance with 935 CMR 500.101 as amended.*

The Application for a license from the CCC has been included as an attachment to this application package.

- (e) *Three (3) copies of the Applicant's registration card issued by the Cannabis Control Commission.*

The Applicant's registration card has been included as an attachment to this application package.

- (f) *Three (3) copies of the proposed security measures for the Marijuana Establishment in accordance with Section 250-23.3 F(d) of the Code of the Town of Bolton and 935 CMR 500.10 as amended.*

The proposed security plan reviewed and approved by the Fire Department and Police Department is included as an attachment to this application package.

- (g) *Three (3) copies of the waste disposal plan in accordance with Section 250-23.3 F(f) of the Code of the Town of Bolton and 935 CMR 500.105(12)*

A waste disposal plan is included as part of the Policies and Procedures Manual attached to this application package.

- (h) *Three (3) copies of the Stormwater Management Report as applicable.*

As the proposed establishment will utilize the existing parking spaces on the property with no alterations to the site, a waiver is requested from this requirement.

- (i) *Copy of the executed Host Community Agreement.*

A copy of the Host Community Agreement is included as an attachment to this Application Package.

- (j) *Copy of the deed for all parcels contained within the site plan.*

A copy of the deed is included in Section 6.0 of this application package.

- (k) *Impact Analysis with supporting documentation.*

An Impact analysis can be found in Section 3.0 of this application package.

- (l) *Written list of any requested waivers from these Rules and Regulations with reasons as to why those waivers would permit a superior design that would be in the public interest and not inconsistent with the purpose and intent of the Cord of the Town of Bolton.*

A written waiver request list can be found in Section 4.0 of this application package.

- (m) *Letter documenting authorizing vote if the Applicant is acting in the name of a trust, corporation, or company.*

A notarized statement of ownership is included as an attachment to this application package.

- (n) *Any other information required and previously requested by the Board and other boards during the preliminary plan review process, if applicable.*

Not Applicable.

- (o) *A certified List of all abutters (see definition) per the most recent tax list.*

A certified list of abutters is included in Section 5.0 of this application package.

- (p) *All documents shall also be made available in electronic format.*

An electronic submission of all documents relative to this application will be submitted concurrently with this application package.

3.2 Filing Fee

Any Application for a Marijuana Establishment Special Permit shall include a fee to cover the expenses incurred by the Town in reviewing the Application, excluding the cost of plan review by a consultant for the Town and payment to cover expenses related to the publishing of the public hearing notice through a local newspaper, which shall each be billed separately. The fee is not refundable. The fee shall be submitted in check form and made payable to the Town at the time of the filing. The amount of the filing fee shall be \$540.00.

A check made out to The Town of Bolton in the amount of \$540.00 has been included with this application.

3.3 Additional Review Fee Deposits

So that the Board may make the findings required under the Zoning Bylaw and ensure that public safety will be protected, the Board may hire outside traffic, engineering, legal, or planning consultants to review an Application. To cover the cost of these reviews a review fee deposit may also be required of an Applicant at the time of submission or at any appropriate time in the review process. As the scope of the study and review will vary according to the size of

a particular project, the Applicant is hereby strongly advised to consult the Board concerning the scope and cost of any such studies during the preliminary review. Failure to do so could result in serious delays in the processing of an application. The amount for the fee deposit will reflect the anticipated consultant fees plus 10%. Note that some projects may require additional fees to cover further study if significant impacts or problems are found in the initial review. Any amount of the deposits remaining after the satisfactory completion of all site improvements plus any accrued interest will be repaid to the Applicant or the Applicant's successor in interest. The Board will make the choice of the consultant.

Acknowledged.

3.4 Appeal from Selection of the Consultants

The Applicant may appeal the selection of an outside review consultant to the Select Board. If no decision is made by the Select Board within thirty days following the filing of an appeal, the selection of the Planning Board stands. The grounds for such an appeal shall be limited to claims that the consultant selected has a conflict of interest or does not possess the minimum required qualifications of an educational degree in or related to the field at issue or three or more years of practice in the field at issue or a related field. The Applicant must specify in writing the specific grounds which the Applicant claims constitute a conflict of interest or a failure to meet minimum professional requirements.

Acknowledged.

3.5 Amendments

Applications for Marijuana Establishment Special permit amendments shall require the filing of a new Application for such purpose.

Acknowledged.

Section 4: Contents of an Application

4.1 Application Form

Any Marijuana Establishment Special Permit for which an Applicant seeks approval shall be submitted on the proper forms and shall be accompanied by a Site Plan prepared by a registered engineer and land surveyor drawn at a scale of 1 inch equals 40 feet or such other as the Board may require to show details clearly and adequately. The Site Plan must be plainly marked "Site Plan" and shall be clearly and legibly drawn in dark lines on a white background, or similar medium acceptable for filing with the Registry of Deeds or Land Court to fully detail and explain the intentions of the Applicant.

The details and contents of a plan where not otherwise specifically set forth herein may be provided in accordance with the requirements of the Subdivision Rules and Regulations.

4.1.1 *The Applicant for a Marijuana Establishment Special Permit must be a Registered Agent that has the authority from the Cannabis Control Commission to operate a Marijuana Establishment.*

A copy of the applicants Registered Agent Card from the Cannabis Control Commission has been included as an attachment to this application.

4.1.2 *In the case where the Applicant is a person other than the record owner of the property, the Applicant shall obtain the owner's signature on this form indicating that the owner has knowledge of and consents to the application. If the Applicant is acting in the name of a trust, corporation, or company, an authorizing vote by said trust, corporation, or company shall be attached.*

A notarized statement of ownership and a notarized statement from the property owner stating that a lease agreement has been made with the applicant has been included as an attachment to this application.

4.1.3 *Numbering System: All plans should include a reasonable numbering system with an appropriate title block, signature block, legend, and a North arrow.*

The proposed site plan includes a title block, signature block, legend, and north arrow.

4.1.4 *Required Information*

4.1.4.1 *Name, address, and telephone number of Applicant and any co-Applicant as well as any agents for the Applicant or co-Applicant.*

All required contact information for the owner & applicants are included in the Special Permit Application.

4.1.4.2 *Co-Applicants may include the landowner of the subject property.*

4.1.4.3 *Original signatures for the Applicant and all co-Applicants applying for the Special Permit. If the Applicant or co-Applicant will be represented by an agent, original signature authorizing the agent to represent the Applicant and/or co-Applicant. Photo-reproductions of signatures will not be accepted.*

Original signatures from the Applicant have been provided on this application.

4.1.4.4 Evidence that the Applicant has site control and the right to use the site for a Marijuana Establishment in the form of a deed or valid purchase and sales agreement, or, in the case of a lease, a notarized statement from the property owner and a copy of the lease agreement.

A notarized statement of ownership and a notarized statement from the property owner stating that a lease agreement has been made with the applicant has been included as an attachment to this application.

4.1.4.5 A notarized statement signed by the Marijuana Establishment organization's Chief Executive Officer and corporate attorney disclosing all of its designated owners, including officers, directors, partners, managers, or other similarly situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of all such responsible individual persons.

A notarized statement of ownership is included as an attachment to this application.

4.1.4.6 The Marijuana Establishment's application for a license from the Cannabis Control Commission or relevant State agency, including the Application of Intent packet, and Management and Operations Profile packet. Additional application materials may be requested dependent on the type of Marijuana Establishment in accordance with 935 CMR 500.101 as amended.

A copy of the establishment's application for a license has been included as an attachment to this application.

4.1.4.7 A copy of the Applicant's registration card issued by the Cannabis Control Commission.

A copy of the applicants Registered Agent Card from the Cannabis Control Commission has been included as an attachment to this application.

4.1.4.8 A description of all activities to occur on site, including all provisions for the delivery of marijuana products to and/or from the premises.

A retail site activity overview has been included as an attachment to this application.

4.1.4.9 Proposed hours of operation for the Establishment, which will be considered based on the type of Establishment proposed and typical hours in the Zoning District.

**The proposed establishment will operate within the following hours:
Monday-Saturday: 10:00 a.m. to 9:00 p.m.
Sunday: 12:00 p.m. to 6:00 p.m.**

4.1.4.10 A ventilation plan detailing how the Marijuana Establishment will be ventilated. No odor from Marijuana Establishments may be noxious or cause a nuisance, a danger to public health, or public comfort and convenience. Marijuana Establishments shall incorporate odor control technology and provisions, and ensure that emissions do not violate M.G. L. Ch.111 Section 31C, including but not limited to those specified for Odors. The Planning Board may impose reasonable conditions related to odor control.

Not applicable. The proposed use of the building is a retail establishment only. No marijuana cultivation is proposed at this facility.

4.1.4.11 Detail of the Marijuana Establishment's signage, indicating the owner and a twenty-four-hour emergency contact number. All signage must comply with requirements set forth in Section 250-18 of the Zoning Bylaw.

The proposed establishment will utilize the existing sign location on the existing building. The proposed sign will conform to all requirements set forth in Section 250-18 of the Zoning Bylaw.

4.1.4.12 A waste disposal plan which provides details for disposal of the waste materials in compliance with 935 CMR 500.105(12).

Waste disposal procedures are included in the Inventory Control Plan attached to this application.

4.1.4.13 A noise reduction plan ensuring the Marijuana Establishment maintains compliance with 310 CMR 7.10

Not applicable. The proposed use of the building is a retail establishment only.

4.1.4.14 A description of the Marijuana Establishment's proposed water usage and water management plan, including detail of water intended to be recycled and discharged. The water supply shall be sufficient for necessary operations. Any private water source shall be capable of providing a safe, potable, and adequate supply of water to meet the Marijuana Establishment's needs. Details should include the intended usage and flow rate, including whether the Marijuana Establishment will use a private well or public water supply. Any necessary irrigation should be detailed. If a public water supply is required, the location and extent of the applicable well radius and/or Interim Wellhead Protection Area (IWPA) shall be included on submitted plans. Well radii and IWPA's shall, to the extent practicable, be located entirely within the site of the Marijuana Establishment.

The proposed use of the establishment is retail only. As such, water usage will be limited to the existing bathroom and breakroom.

4.1.4.15 Security Measures- Proposed security measures for the premises which seek to ensure the safety of employees and patrons and to protect the premises from theft or other criminal activity. The Applicant shall demonstrate that the Registered Marijuana Establishment's security plan has been approved by the Police Chief and Fire Chief through written notice from the Police and Fire Chiefs. This plan shall detail all exterior and interior proposed security measures for the premises, including but not limited to: video monitoring and recording, lighting, fencing, gates, and alarms. This plan must provide twenty-four-hour security and monitoring for the establishment, particularly those portions of the building which are deemed by the Police Chief to be most vulnerable to unauthorized entry and least visible from public ways.

A security plan including lighting, alarms, and cameras has been approved by the Police and Fire Chiefs and is included as an attachment to this application.

Lighting of the Marijuana Establishment, including all accessory structures, shall comply with Section 250-18 (outdoor lighting) of the Zoning Bylaw. A lighting plan shall be provided by the Applicant to demonstrate that light levels are sufficient to ensure security measures in accordance with 935 CMR 500.110 and M.G.L. Chapter 94G Section 12.

The proposed establishment intends to use the existing light fixtures and structures on the site. As such, a waiver is requested from providing a lighting plan.

Outdoor Lighting Structures - The location of any existing or proposed outdoor lighting facilities shall be shown. Appropriate symbols shall be used to identify whether such facilities are intended for functional or decorative purposes.

The proposed project intends to utilize the existing light fixtures and structures on the property. All existing lighting locations have been shown on the Existing Conditions Plan.

Photometric Plan – A Photometric Plan shall be provided so the Board may ensure there is no light trespass onto abutting properties.

No modifications to the existing site lighting are proposed. As such, the Applicant requests a waiver from the Photometric Plan requirement.

Marijuana Establishments shall secure every entrance to the establishment so that access to areas containing the storage of marijuana products is restricted to employees and others permitted by the Marijuana Establishment to access the area and to Cannabis Control Commission or state and local law enforcement officers, agents, and emergency personnel.

The proposed establishment will be secured such that access to marijuana product storage is restricted to employees or other approved personnel.

Marijuana Establishments shall file an emergency response plan and a security plan with the Town's Fire Department, Police Department, and Board of Health. These Boards and Departments shall be notified in the event the plans are updated or modified.

An emergency procedures plan and security plan have been reviewed by the Police & Fire department and are included as an attachment to this application. Copies of each plan will be submitted to the Board of Health as required.

4.1.4.16 *Site Plan - More information than the minimum required herein may be shown on a Site Plan provided such information is reasonably necessary for the proper evaluation of the Site Plan. Any Special Permit submitted for consideration shall include a Site Plan which consists of the following minimum components:*

(a) Impact Analysis (see Appendix);

An Impact Analysis is included in Section 3.0 of this application.

(b) A Locus Plan;

A Locus Plan is included on the proposed Site Plan

(c) A Site Composite Plan;

A Site Plan has been included as an attachment to this Special Permit Application.

(d) A Construction Detail Plan;

All applicable details are included on the proposed Site Plan

(e) A Landscape and Lighting Plan;

As no changes to the existing landscaping and lighting are proposed, a waiver is requested from the Landscape and Lighting Plan requirement.

(f) A Building Elevation Plan;

As no modifications are proposed to the exterior of the proposed building, a waiver is requested from the Building Elevation Plan requirement.

(g) A Floor Plan;

A Floor Plan has been included with this application.

(h) A Sedimentation and Erosion Control Plan;

As all proposed work will take place within the existing building, a waiver is requested from the Sedimentation and Erosion Control Plan requirement.

(h) A Plan showing Zoning District boundaries and uses within 300 feet of the property line of the premises.

A detail showing Zoning District boundaries and existing uses is included on the attached Site Plan.

3.0 Impact Analysis

Physical Environment

The existing site is relatively flat around the existing building and adjacent to Main Street. An elevated parking area behind the existing building provides additional overflow parking. A concrete retaining wall in the rear of the building abuts the driveway loop which provides access around the existing building. The existing site currently contains 66 striped parking spaces.

With the exception of a new sign on the proposed building, the proposed project will have no impact on the existing physical environment on the site. The project will use the existing space in the building and the existing parking spaces provided on the site. The existing building is served by a public water supply well located on the property. No alterations to the existing utilities on the site are proposed.

Surface Water and Soils

As there are no proposed changes to the existing landcover, parking, building, or landscaped areas, there will be no impact to the existing drainage patterns of the site. Stormwater runoff currently drains to one of 3 catch basins along the frontage of the property. As no increase in stormwater runoff is anticipated from the proposed project, there are no concerns relative to the capacity of the existing stormwater system.

Traffic Analysis

A Traffic Impact Assessment is being prepared by others and has been submitted concurrently with this application. Please refer to the Traffic Impact Assessment prepared by Vanasse & Associates Inc. for a detailed analysis of the existing and proposed traffic conditions along Route 117.

Land use analysis

As mentioned above, the proposed project does not include any external modifications to the site. The proposed project will use the existing building, utilities, parking area, and access driveway. As such, no impact to the site or the neighborhood is anticipated.

4.0 Waiver Requests

1. Section 3.1 (h) – Since the proposed establishment will lease existing spaces with no significant site improvements, the applicant requests a waiver to the requirement to provide a stormwater management report.
2. Section 4.1.4.15 – Since the project will utilize existing parking areas, the applicant requests a waiver from the requirement to prepare a photometric plan.
3. Section 4.1.4.16 (e), (f) & (h) – The applicant requests a waiver from the requirement of providing a Landscaping and Lighting Plan, a Building Elevation Plan, and a Sedimentation Control Plan. The applicant intends to submit to the board an Existing Conditions plan that depicts the existing infrastructure at the site including parking areas, building location, etc.
4. Section 4.7.3.6 – The applicant requests a waiver from the requirement for a Sedimentation Control Plan.
5. Section 4.8 – The applicant requested a waiver from providing Structure Details, Landscaping Details, Parking Details, Tabulations and Outdoor Lighting Details.
6. Section 4.9 – The applicant requests a waiver from the requirement for a Landscaping Plan.
7. Section 4.10 – The applicant requests a waiver from the requirement for a Building Elevation Plan.

5.0 Abutters List



TOWN OF BOLTON
ASSESSORS OFFICE
TOWN HALL
663 MAIN STREET
BOLTON, MASSACHUSETTS 01740
PHONE (978) 779-5556 FAX (978) 779-5461

*Parcel # 3831
3/13/2023*

Date of Application 3-6-2023

REQUEST FOR LIST OF ABUTTERS

Effective August 24, 2004, anyone requesting a list of abutters must give at least three (3) working days notice. This notice will allow the Assessors Office sufficient time necessary to prepare the list of Abutters.

Effective July 1, 2004, the fee schedule is \$15 per certified abutters list.

**Please note that these fees apply to preparation of new list or verification or reverification of an existing list.*

Please indicate with a check

Immediate Abutters (Board of Selectmen)

Board of Appeals, Planning Board, Site Plan review - within 300 feet

Conservation Commission within 100 feet or distance = _____ feet

Planning Board for sub division - 500 feet

Abutter to Abutter within distance of _____ feet

Map 4.D Parcel(s) 61

Ryan Proctor - Dillis & Roy Applicant (please print) 476 Main Street (Route 117) Location of Property



 Signature of Applicant

1 Main Street - Suite #1 Lunenburg, MA Mailing Address of Applicant (978) 779-6091 Telephone Number () FAX Number

PLEASE NOTE: THIS ABUTTERS LIST IS VALID FOR SIX MONTHS



300 foot Abutters List Report

Bolton, MA
March 13, 2023

Subject Property:

Parcel Number: 004.D-0000-0061.0
CAMA Number: 004.D-0000-0061.0
Property Address: 476 MAIN ST

Mailing Address: HOUDE REALTY TR DAVID P JANE
HOUDE
476 MAIN ST
BOLTON, MA 01740-

Abutters:

Parcel Number: 003.D-0000-0021.1
CAMA Number: 003.D-0000-0021.1
Property Address: 75 HUDSON RD E SHOR

Mailing Address: ALGONQUIN CNCL BSA
490 UNION AVE
FRAMINGHAM, MA 01702-

Parcel Number: 004.D-0000-0005.0
CAMA Number: 004.D-0000-0005.0
Property Address: 0 HUDSON RD

Mailing Address: MAYFLOWER COUNCIL INC - BSA OF
AMERICA
2 MOUNT ROYAL AVE, STE 100
MARLBOROUGH, MA 01752-

Parcel Number: 004.D-0000-0014.0
CAMA Number: 004.D-0000-0014.0
Property Address: 477 MAIN ST

Mailing Address: TOWN OF BOLTON
663 MAIN ST
BOLTON, MA 01740-

Parcel Number: 004.D-0000-0016.0
CAMA Number: 004.D-0000-0016.0
Property Address: 455 MAIN ST

Mailing Address: DALTON LEONARD L & ANDREA H
455 MAIN ST
BOLTON, MA 01740-

Parcel Number: 004.D-0000-0028.0
CAMA Number: 004.D-0000-0028.0
Property Address: 460 MAIN ST

Mailing Address: FIRST BOLTON GAS LLC
15 NORTHEAST INDUSTRIAL RD
BRANFORD, CT 06405-

Parcel Number: 004.D-0000-0029.0
CAMA Number: 004.D-0000-0029.0
Property Address: 470 MAIN ST

Mailing Address: HOUDE DAVID P & JANE E TRUSTEE
HOUDE REALTY TRUST
470 MAIN ST
BOLTON, MA 01740-

Parcel Number: 004.D-0000-0030.0
CAMA Number: 004.D-0000-0030.0
Property Address: 0 MAIN ST

Mailing Address: FIRST BOLTON LAND LLC
5 KANE INDUSTRIAL DR
HUDSON, MA 01749-

Parcel Number: 004.D-0000-0033.0
CAMA Number: 004.D-0000-0033.0
Property Address: 0 MAIN ST

Mailing Address: FIRST BOLTON LAND LLC
5 KANE INDUSTRIAL DR
HUDSON, MA 01749-

Parcel Number: 004.D-0000-0071.0
CAMA Number: 004.D-0000-0071.0
Property Address: 0 MAIN ST

Mailing Address: FIRST BOLTON LAND LLC
5 KANE INDUSTRIAL DR
HUDSON, MA 01749-

As set forth in the Assessor's records as of January 1, 2023.

Kelly Garlock
Assistant Assessor

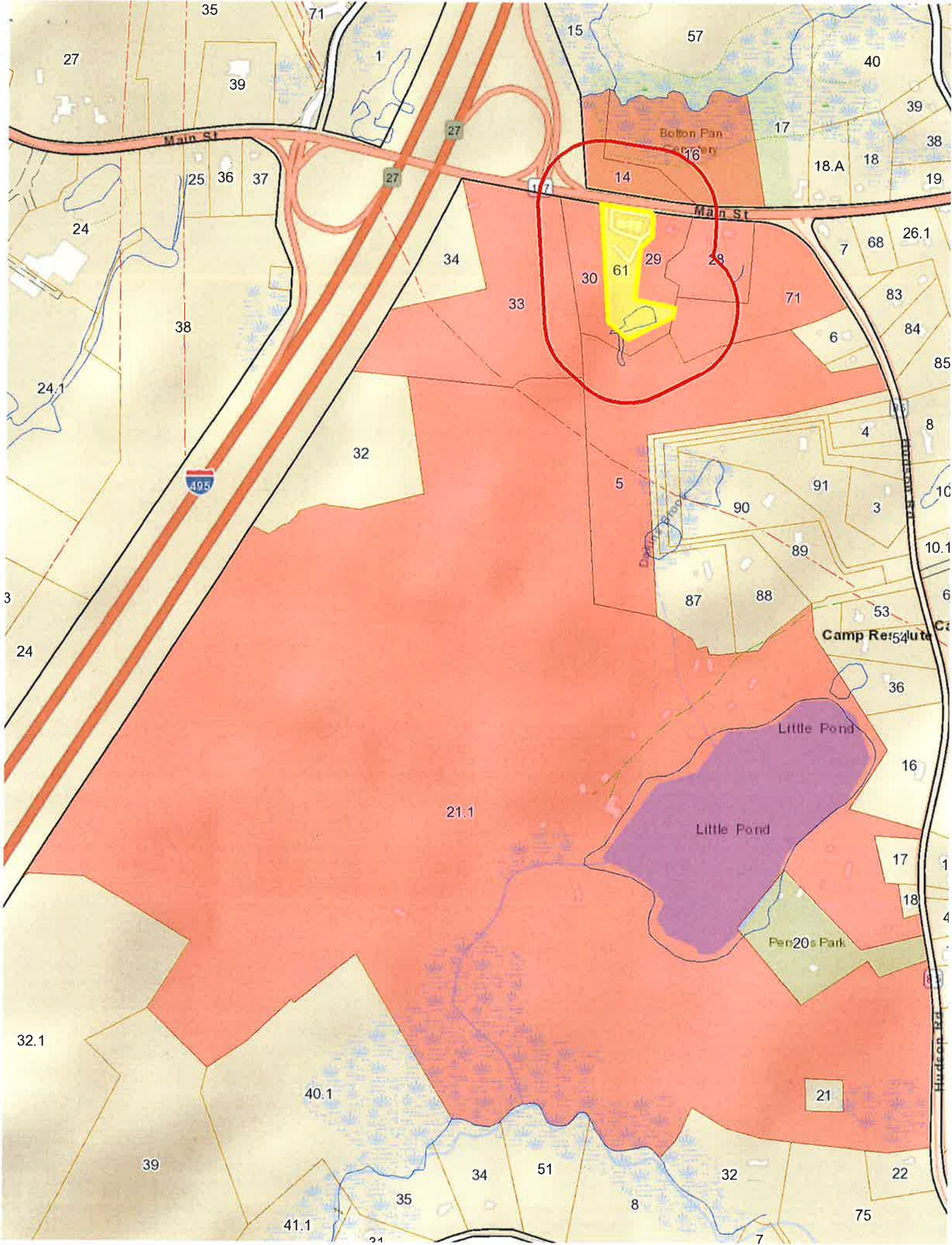


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3/13/2023

Page 1 of 1



ALGONQUIN CNCL BSA
490 UNION AVE
FRAMINGHAM, MA 01702-

DALTON LEONARD L & ANDREA
455 MAIN ST
BOLTON, MA 01740-

FIRST BOLTON GAS LLC
15 NORTHEAST INDUSTRIAL RD
BRANFORD, CT 06405-

FIRST BOLTON LAND LLC
5 KANE INDUSTRIAL DR
HUDSON, MA 01749-

HOUDE DAVID P & JANE E TR
HOUDE REALTY TRUST
470 MAIN ST
BOLTON, MA 01740-

MAYFLOWER COUNCIL INC - B
2 MOUNT ROYAL AVE, STE 100
MARLBOROUGH, MA 01752-

TOWN OF BOLTON
663 MAIN ST
BOLTON, MA 01740-

ALGONQUIN CNCL BSA
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HOUDE REALTY TRUST
470 MAIN ST
BOLTON, MA 01740-

MAYFLOWER COUNCIL INC - B
2 MOUNT ROYAL AVE, STE 100
MARLBOROUGH, MA 01752-

TOWN OF BOLTON
663 MAIN ST
BOLTON, MA 01740-

Special Permit Application
476 Main Street
Bolton, MA

April 19th, 2023
United Cultivation, LLC

6.0 Record Deed/ Assessors Data

We, Hardy H. Smith and Thelma L. Smith
of Bolton, Worcester

County, Massachusetts,

being ~~un~~married, for consideration paid \$ 285,000.00 Two hundred eighty-five thousand dollars

grant to David P. Houde and Jane E. Houde, Trustees of Houde Realty Trust under a Declaration of Trust dated June 6, 1980 and recorded Worcester District Registry of Deeds, *Inst 15-84*

of 700 Main St., Hudson, MA 01749

with quitclaim covenants

~~the book~~

(Description and encumbrances, if any)

The land with the building thereon, on the Southerly side of main Street, Bolton, Massachusetts, shown as Lot 1 on a plan entitled "Land in Bolton, Mass. surveyed for Hardy H. & Thelma L. Smith, Scale: 1" = 40', November, 1984. Plan by Charles A. Perkins Co., Inc., Civil Engineers & Surveyors, P.O. Box 234, Clinton, MA 01510" and more particularly bounded and described as follows:

PLAN BOOK 529 PLAN 43

Beginning at the Northwesterly corner of the premises at Main Street (Rt. 117) and land now or formerly of Roger K. and Shirley M. Kane as shown on said plan, and thence running Southerly along said Kane property, a distance of 588.53 feet, thence turning and running in a Southwesterly direction still along said Kane property a distance of 81.48 feet,

Thence turning and running in a Northeasterly direction along said Kane property a distance of 238.52 feet to land of the Grantors,

Thence turning and running in a Northeasterly direction along land of the Grantors a distance of 44.46 feet,

Thence turning and running in a Northeasterly direction still along land of the Grantors for a distance of 192.30 feet,

Thence turning and running in a Northeasterly direction still along land of the Grantors for a distance of 208.50 feet,

Thence turning and running still in a Northeasterly direction along land of the Grantors for a distance of 85.00 feet,

Thence turning and running still in a Northeasterly direction along land of the Grantors for a distance of 100.00 feet,

Thence turning and running in a Northwesterly direction along land of the Grantors for a distance of 37.85 feet to Main Street,

Thence turning and running along the Southerly side of Main Street in a Northwesterly direction for a distance of 217.59 feet to the point of beginning.

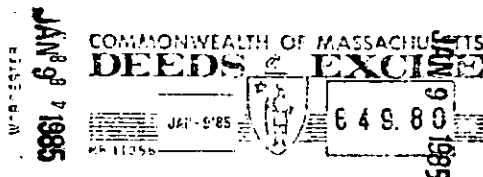
Lot 1 containing 2.64 acres more or less.

Also intending to convey hereinunder is the right and easement to pass and repass, by both foot and by motor car, over and upon that portion of an existing driveway as presently constructed on the Grantors' premises, as noted on said plan, to be used as driveways are used in the Town of Bolton.

Said plan to be recorded herewith.

Being a portion of the premises conveyed to the Grantors by a deed dated May 2, 1977 and recorded in the Worcester Registry of Deeds Book 6184, Page 37.

476 Main St., Bolton, MA



Witness their hand and seal this 8th day of January 19 85

.....

Hardy H. Smith
 Hardy H. Smith
Thelma L. Smith
 Thelma L. Smith

The Commonwealth of Massachusetts

Worcester

ss.

January 8

19 85

Then personally appeared the above named Hardy H. Smith and Thelma L. Smith

and acknowledged the foregoing instrument to be their free act and deed

before me

[Signature]

Michael Hazard

Notary Public

My Commission expires 1/18

19 91

Recorded JAN 9 1985 at 11/0m AM

Property Card: 476 MAIN ST
Town of Bolton, MA



Parcel Information	
Parcel ID: 004.D-0000-0061.0 Owner: HOUDE REALTY TR DAVID P Co-Owner: JANE HOUDE Mailing Address: 476 MAIN ST BOLTON, MA 01740	Use Description: 325 Zone: C Land Area in Acres: 2.64
Sale History	Assessed Value
Book/Page: / Sale Date: 19850109 Sale Price: \$	Land: \$172200 Buildings: \$622000 Extra Bldg Features: \$55860 Total: \$794200

Building Details: Building # 1	
NO PHOTO AVAILABLE	Class: 325:SMALL RETAIL AND SERVICE STORES UNDER 10 Use: 325:SMALL RETAIL AND SERVICE STORES UNDER 10 Structure: 373:RETAIL SINGLE OCCUP Building Value: \$379040 Effective Year: 2006 Grade: C Busla: 4144 Convbl: 367100 Cubic Feet: 47148

Building Details: Building # 1	
NO PHOTO AVAILABLE	Class: 325:SMALL RETAIL AND SERVICE STORES UNDER 10 Use: 325:SMALL RETAIL AND SERVICE STORES UNDER 10 Structure: 373:RETAIL SINGLE OCCUP Building Value: \$379040 Effective Year: 2006 Grade: C Busla: 4144 Convbl: 367100 Cubic Feet: 47148

Building Details: Building # 1	
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NO PHOTO
AVAILABLE

Class: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Use: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Structure: 373:RETAIL SINGLE OCCUP
Building Value: \$379040
Effective Year: 2006
Grade: C
Busla: 4144
Convblid: 367100
Cubic Feet: 47148

Building Details: Building # 1

NO PHOTO
AVAILABLE

Class: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Use: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Structure: 373:RETAIL SINGLE OCCUP
Building Value: \$379040
Effective Year: 2006
Grade: C
Busla: 4144
Convblid: 367100
Cubic Feet: 47148

Building Details: Building # 2

NO PHOTO
AVAILABLE

Class: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Use: 325:SMALL RETAIL AND SERVICE STORES UNDER 10
Structure: 373:RETAIL SINGLE OCCUP
Building Value: \$187120
Effective Year: 1996
Grade: C-
Busla: 3696
Convblid: 210800
Cubic Feet: 36960



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7.0 Traffic Study

MEMORANDUM

TO: Mr. Michael Spengler
United Cultivation, OLLC
601 Fitchburg State Road
Ashby, MA 01431

FROM: Mr. Jeffrey S. Dirk, P.E.*, PTOE, FITE
Managing Partner *and*
Mr. Daniel LaCivita
Transportation Engineer
Vanasse & Associates, Inc.
35 New England Business Center Drive
Suite 140
Andover, MA 01810-1066
(978) 269-6830
jdirk@rdva.com



**Professional Engineer in CT, MA, ME, NH, RI and VA*

DATE: March 7, 2023

RE: 9636

SUBJECT: Transportation Impact Assessment
Proposed Marijuana Dispensary – 476 Main Street (Route 117)
Bolton, Massachusetts

Vanasse & Associates, Inc. (VAI) has conducted a Transportation Impact Assessment (TIA) in order to determine the potential impacts on the transportation infrastructure associated with the proposed renovation of approximately 2,100 ±square feet (sf) of a two-story commercial building located at 476 Main Street (Route 117) in Bolton, Massachusetts, to accommodate an adult-use marijuana dispensary (hereafter referred to as the “Project”). This assessment: i) reviews the existing conditions context of the transportation infrastructure serving the Project site; and ii) qualitatively evaluates the potential impact of the Project on the transportation infrastructure.

Based on this assessment, we have concluded the following with respect to the Project:

1. Using trip-generation statistics published by the Institute of Transportation Engineers (ITE)¹ and empirical data obtained from an operating recreational marijuana dispensary, the Project is expected to generate approximately 444 vehicle trips on an average weekday and 546 vehicle trips on a Saturday (both two-way volumes over the operational day of the Project), with 4 vehicle trips expected during the weekday morning peak-hour of the study area roadway, 44 vehicle trips expected during the weekday midday peak-hour, 58 vehicle trips expected during the weekday evening peak-hour and 61 vehicle trips expected during the Saturday midday peak-hour;
2. In comparison to the former uses that tenanted the units the Project will occupy, the Project is expected to generate 330 *additional* vehicle trips on an average weekday and 366 *additional* vehicle trips on a Saturday, with 1 *fewer* vehicle trip expected during the weekday morning peak-hour of the study area roadway, 28 *additional* vehicle trips expected during the weekday morning peak-hour of the generator (dispensary), 32 *additional* vehicle trips expected during the weekday evening peak-hour and 47 *additional* vehicle trips expected during the Saturday midday peak-hour;

¹*Trip Generation*, 11th Edition; Institute of Transportation Engineers; Washington, DC; 2021.



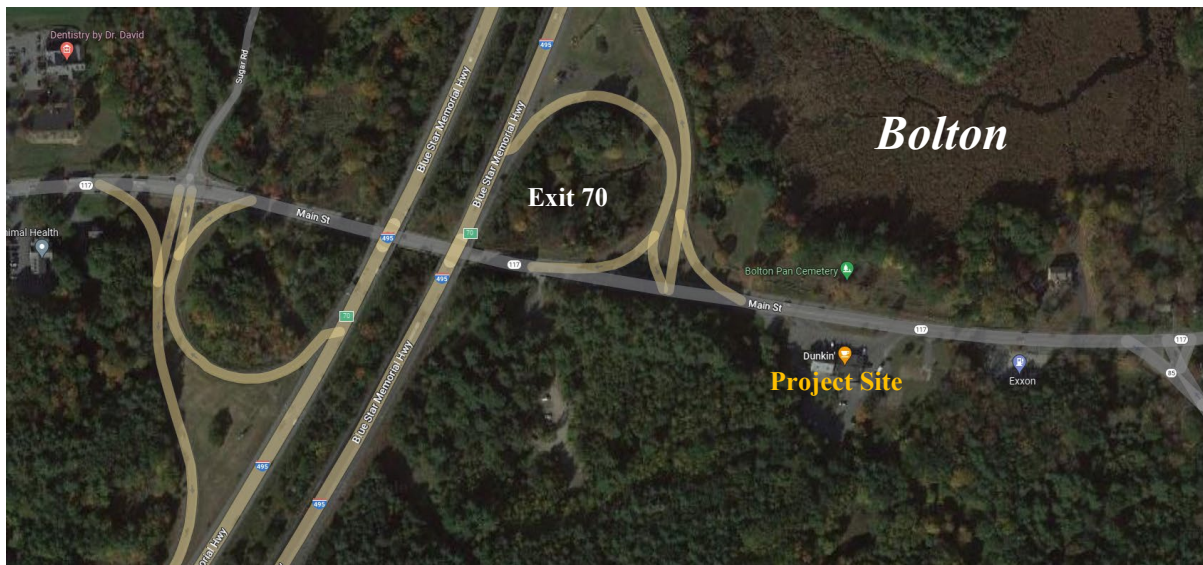
3. No apparent safety deficiencies were noted with respect to the motor vehicle crash history along Route 117 at and in the vicinity of the Project site based on a review of information available through the Massachusetts Department of Transportation (MassDOT); and
4. Lines of sight at the intersections of the Project site driveways with Route 117 were found to exceed the recommended minimum distances for the intersections to operate in a safe and efficient manner based on the appropriate approach speed.

In consideration of the above, we have concluded that the Project can be accommodated within the confines of the existing transportation infrastructure in a safe and efficient manner with implementation of the recommendations defined herein.

The following details our assessment of the Project.

PROJECT DESCRIPTION

The Project will entail the renovation of approximately 2,100± square feet (sf) of the two-story commercial building located at 467 Main Street (Route 117), in Bolton, Massachusetts to accommodate an adult-use marijuana dispensary. The dispensary will occupy the two (2) units situated on the first floor of the building. The Project site encompasses approximately 2.64± acres of land that is bounded by Route 117 to the north; areas of open and wooded space to the south and west; and an Exxon Mobil fueling facility to the east. In addition to the ground floor units that will accommodate the Project, the second floor of subject building is tenanted by an invisible dog-fence company (DogWatch Systems, Inc.) and the adjacent, cojoined, single-story building is occupied by a Dunkin' coffee shop, a Subway restaurant and convenience store that sells alcoholic beverages (Country Cupboard). The units that are to be renovated to accommodate the Project most recently contained a dry cleaners and pet supply store.



Imagery ©2023 Google



Access to the Project site will continue to be provided by way of the two (2) existing driveways that serve the Project site and intersect the south side of Route 117 approximately 360 feet and 580 feet east of the traffic signal at the Route 117/Interstate 495 (I-495) northbound ramps intersection, respectively. On-site parking is provided for 66 vehicles to accommodate parking for employees and patrons of all uses that occupy the Project site.

EXISTING CONDITIONS CONTEXT

In order to establish the existing conditions context of the Project with respect to the transportation infrastructure, a review of existing roadway geometrics; pedestrian and bicycle facilities; posted speed limits; traffic volumes; and land use information was completed along Route 117 in the vicinity of the Project site. The following provides a description of the transportation infrastructure serving the Project site.

Roadway

Main Street (Route 117)

Main Street (Route 117) in the vicinity of the Project site is a two-lane, urban principal arterial roadway that traverses the study area in a general east-west direction and is under Town jurisdiction. Route 117 provides a full-access interchange to I-495 to the west of the Project site. In the vicinity of the Project site, Route 117 provides two (2) 12- to 20-foot wide travel lanes separated by a double-yellow centerline with 3- to 4-foot wide marked shoulders and additional lanes provided at major intersections. Sidewalks and illumination are not provided in the vicinity of the Project site. The posted speed limit in the vicinity of the Project site is 40 miles per hour (mph). Land use along Route 117 within the study area consists of the Project site and residential and commercial properties.

Existing Traffic Volumes

In order to determine existing traffic-volume demands and flow patterns within the study area, automatic traffic recorder (ATR) counts were completed in February 2023. The ATR counts were conducted on Route 117, west of Hudson Road (Route 85), on February 16th through 18th, 2023 (Thursday through Saturday, inclusive) in order to record weekday and Saturday traffic conditions over an extended period.

Traffic Volume Adjustments

In order to evaluate the potential for seasonal fluctuation of traffic volumes within the study area, MassDOT weekday seasonal factors for Urban Group 3 (principal arterial roadways, the functional classification of Route 117) were reviewed.² Based on a review of this data, it was determined that traffic volumes for the month of February are 3.0 percent *below* average-month conditions. As such, the February traffic volumes were adjusted upward by 3.0 percent in order to representative of average-month conditions, consistent with MassDOT guidelines.

After applying the seasonal adjustment, Route 117 in the vicinity of the Project site was found to accommodate approximately 15,630 vehicles per day (vpd) on an average weekday and approximately 11,690 vpd on a Saturday (both two-way, 24-hour volumes), with approximately 1,440 vehicles per hour (vph) during the weekday morning peak-hour (7:00 to 8:00 AM), approximately 1,370 vph during the

²MassDOT statewide Traffic Data Collection; 2019 Weekday Seasonal Factors, Groups U3.



weekday evening peak-hour (4:00 to 5:00 PM) and approximately 985 vph during the Saturday midday peak-hour (12:00 to 1:00 PM).³

Spot Speed Measurements

Vehicle travel speed measurements were performed on Route 117 in the vicinity of the Project site in conjunction with the ATR counts. Table 1 summarizes the vehicle travel speed measurements.

**Table 1
VEHICLE TRAVEL SPEED MEASUREMENTS**

	Route 117	
	Eastbound	Westbound
Mean Travel Speed (mph)	30	31
85 th Percentile Speed (mph)	35	37
Posted Speed Limit (mph)	40	40

mph = miles per hour.

As can be seen in Table 1, the mean vehicle travel speed along Route 117 in the vicinity of the Project site was found to be 30 mph in the eastbound direction and 31 mph westbound. The measured 85th percentile vehicle travel speed, or the speed at which 85 percent of the observed vehicles traveled at or below, was found to be 35 mph eastbound and 37 mph westbound, which is 3 to 5 mph *below* the posted speed limit (40 mph) in the vicinity of the Project site. The 85th percentile speed is used as the basis of engineering design and in the evaluation of sight distances, and is often used in establishing posted speed limits.

Pedestrian and Bicycle Facilities

A comprehensive field inventory of pedestrian and bicycle facilities within the study area was undertaken in February 2023. The field inventory consisted of a review of the location of sidewalks and pedestrian crossing locations along the study roadway, as well as the location of existing and planned future bicycle facilities. Pedestrian and bicycle facilities are not currently provided in the vicinity of the Project; however, Route 117 generally provides sufficient width on a continuous basis to support bicycle travel in a shared-traveled-way configuration.⁴

Public Transportation

Regularly scheduled public transportation services are not currently provided within the study area. To the northeast of the Project site, the Massachusetts Bay Transit Authority (MBTA) provides commuter rail service to South Station in Boston on the Fitchburg Line by way of South Acton Station, which is located at 4 Central Street in Acton (approximately 8.3 miles from the Project site).

³The peak-hour traffic volumes were obtained from the ATR conducted on Route 117.

⁴A minimum combined travel lane and paved shoulder width of 14-feet is required to support bicycle travel in a shared-traveled-way condition.



MOTOR VEHICLE CRASH DATA

A review of the MassDOT statewide high crash location list indicated that there are no locations proximate to the Project site or along Route 117 in Bolton that are defined as Highway Safety Improvement Program (HSIP) eligible crash locations. The HSIP Mapping is attached.

PROJECT-GENERATED TRAFFIC

As proposed, the Project will entail the renovation of approximately 2,100± sf of commercial space to accommodate an adult-use marijuana dispensary. In order to develop the traffic characteristics of the Project, trip rates were derived from traffic counts obtained from a similar operating recreational marijuana dispensary located in Millbury, Massachusetts, were used.⁵ The data from the Millbury dispensary consisted of manual turning movement counts that were conducted at the dispensary driveway on Saturday, July 25, 2020 from 11:00 AM to 2:00 PM and on Wednesday, July 29, 2020 from 7:00 AM to 7:00 PM. This data was used to establish trip rates (trips per 1,000 sf) for the weekday and Saturday peak hours of both the adjacent roadway and the dispensary (generator), which were then applied to the Project (2,100 sf).

Based on the data obtained from the Millbury dispensary, the weekday evening and Saturday midday peak hours occur coincidental with the adjacent roadway peak-hour for the respective time periods; however, the weekday morning peak-hour of the dispensary occurs after the peak-hour of the roadway given that the dispensary does not open until after morning commuter peak hours. The average weekday daily and Saturday data were obtained using Institute of Transportation Engineers (ITE) Land Use Code (LUC) 882, *Marijuana Dispensary*.⁶ Table 2 summarizes the anticipated traffic characteristics of the Project using the above methodology.

⁵Natures Remedy, 266 North Main Street, Millbury, Massachusetts.

⁶Ibid 1.



Table 2
TRIP-GENERATION SUMMARY

Time Period/Direction	Vehicle Trips Marijuana Dispensary (2,100 sf)
<i>Average Weekday Daily:^a</i>	
Entering	222
<u>Exiting</u>	<u>222</u>
Total	444
<i>Weekday Morning Peak Hour of Roadways:</i>	
Entering	4
<u>Exiting</u>	<u>0</u>
Total	4
<i>Weekday Morning Peak Hour of Generator:</i>	
Entering	22
<u>Exiting</u>	<u>22</u>
Total	44
<i>Weekday Evening Peak Hour:</i>	
Entering	28
<u>Exiting</u>	<u>30</u>
Total	58
<i>Average Saturday Daily:^a</i>	
Entering	273
<u>Exiting</u>	<u>273</u>
Total	546
<i>Saturday Midday Peak Hour:</i>	
Entering	29
<u>Exiting</u>	<u>32</u>
Total	61

^aBased on ITE LUC 882, *Marijuana Dispensary*.

Project-Generated Traffic-Volume Summary

As can be seen in Table 2, using the empirical trip rates to establish the peak-hour traffic volumes for the Project and the ITE trip-generation data to establish the average weekday daily and Saturday traffic volumes, the Project is predicted to generate approximately 444 vehicle trips on an average weekday (two-way volume over the operational day of the Project, or 222 vehicles entering and 222 exiting) and approximately 546 vehicle trips on a Saturday (also two-way volume over the operational day of the Project, or 273 vehicles entering and 273 vehicles exiting), with four (4) vehicle trips (4 vehicles entering and 0 exiting) expected during the weekday morning peak-hour of the study area roadways, 44 vehicle trips (22 vehicles entering and 22 exiting) expected during the weekday morning (midday) peak-hour of the Project, 58 vehicle trips (28 vehicles entering and 30 exiting) expected during the weekday evening peak-hour and 61 vehicle trips (29 vehicles entering and 32 exiting) expected during the Saturday midday peak-hour.

As mentioned previously, the first floor units that the dispensary will occupy were most recently tenanted by a dry cleaners and pet supply store. Table 3 compares the traffic volumes associated with the Project to those of the former uses that occupied the commercial space that the Project will occupy.



**Table 3
TRAFFIC VOLUME COMPARISON**

Time Period/Direction	Vehicle Trips		
	(A) Proposed Marijuana Dispensary	(B) Former Uses ^a	(C = A-B) Difference
<i>Average Weekday Daily:</i>	444	114	+330
<i>Weekday Morning Peak-Hour of Roadways:</i>	4	5	-1
<i>Weekday Morning Peak-Hour of Generator:</i>	44	16	+28
<i>Weekday Evening Peak-Hour:</i>	58	26	+32
<i>Average Saturday Daily:</i>	546	180	+366
<i>Saturday Midday Peak-Hour:</i>	61	14	+47

^aBased on ITE LUC 822, *Strip Retail Plaza (<40k)* (2,100 sf).

Traffic Volume Comparison

As can be seen in Table 3, in comparison to the uses that most recently tenanted the units the Project will occupy, the Project is expected to generate 330 *additional* vehicle trips on an average weekday and 366 *additional* vehicle trips on a Saturday, with one (1) *fewer* vehicle trip expected during the weekday morning peak-hour of the roadway (commuter peak-hour), 28 *additional* vehicle trips expected during the weekday morning peak-hour of generator (weekday midday peak-hour of dispensary), 32 *additional* vehicle trips expected during the weekday evening peak-hour and 47 *additional* trips expected during the Saturday midday peak-hour.

When dispersed to Route 117 and the series of interconnecting roadways, and dispersed over the respective peak-hour, the additional traffic attributable to the Project would not be expected to result in a significant impact (increase) on motorist delays or vehicle queuing over existing conditions. In the context of the existing volume of traffic traveling along Route 117, the Project represents an approximate 2.8 percent increase in traffic on an average weekday and a 4.7 percent increase on a Saturday.

SIGHT DISTANCE MEASUREMENTS

Sight distance measurements were performed at the intersections of the Project site driveways with Route 117 in accordance with MassDOT and American Association of State Highway and Transportation Officials (AASHTO)⁷ requirements. Both stopping sight distance (SSD) and intersection sight distance (ISD) measurements were performed. In brief, SSD is the distance required by a vehicle traveling at the design speed of a roadway, on wet pavement, to stop prior to striking an object in its travel path. ISD or corner sight distance (CSD) is the sight distance required by a driver entering or crossing an intersecting

⁷*A Policy on Geometric Design of Highway and Streets*, 7th Edition; American Association of State Highway and Transportation Officials (AASHTO); Washington D.C.; 2018.



roadway to perceive an oncoming vehicle and safely complete a turning or crossing maneuver with oncoming traffic. In accordance with AASHTO standards, if the measured ISD is at least equal to the required SSD value for the appropriate design speed, the intersection can operate in a safe manner. Table 4 presents the measured SSD and ISD at the subject intersections.

Table 4
SIGHT DISTANCE MEASUREMENTS^a

Intersection/Sight Distance Measurement	Feet		
	Required Minimum (SSD)	Desirable (ISD) ^b	Measured
<i>Route 117 at the East Project Site Driveway</i>			
<i>Stopping Sight Distance:</i>			
Route 117 approaching from the east	305	--	650+
Route 117 approaching from the west	305	--	650+
<i>Intersection Sight Distance:</i>			
Looking to the east from the driveway	305	445	650+
Looking to the west from the driveway	305	385	650+
<i>Route 117 at the West Project Site Driveway</i>			
<i>Stopping Sight Distance:</i>			
Route 117 approaching from the east	305	--	650+
Route 117 approaching from the west	305	--	650+
<i>Intersection Sight Distance:</i>			
Looking to the east from the driveway	305	445	650+
Looking to the west from the driveway	305	385	650+

^aRecommended minimum values obtained from *A Policy on Geometric Design of Highways and Streets*, 7th Edition; American Association of State Highway and Transportation Officials (AASHTO); 2018; and based on a 40 mph approach speed on Route 117.

^bValues shown are the intersection sight distance for a vehicle turning right or left exiting a roadway under STOP control such that motorists approaching the intersection on the major street should not need to adjust their travel speed to less than 70 percent of their initial approach speed.

As can be seen in Table 4 the available lines of sight at the intersections of the Project site driveways with Route 117 were found exceed the recommended minimum sight distances to function in a safe (SSD) and efficient (ISD) manner based on a 40 mph approach speed along Route 117, which is above the measured 85th percentile vehicle travel speed (35/37 mph) and consistent with the posted speed limit in the vicinity of the Project site (40 mph).



SUMMARY

VAI has conducted a detailed assessment of the potential impacts on the transportation infrastructure associated with the proposed renovation of approximately 2,100± sf of an existing two-story commercial building located at 476 Main Street (Route 117) in Bolton, Massachusetts, to accommodate an adult-use marijuana dispensary. This assessment has: i) reviewed the existing conditions context of the transportation infrastructure serving the Project site; and ii) qualitatively evaluated the potential impact of the Project on the transportation infrastructure.

Based on this assessment, we have concluded the following with respect to the Project:

1. Using trip-generation statistics published by the ITE⁸ and empirical data obtained from an operating recreational marijuana dispensary, the Project is expected to generate approximately 444 vehicle trips on an average weekday and 546 vehicle trips on a Saturday (both two-way volumes over the operational day of the Project), with 4 vehicle trips expected during the weekday morning peak-hour of the study area roadway, 44 vehicle trips expected during the weekday midday peak-hour, 58 vehicle trips expected during the weekday evening peak-hour and 61 vehicle trips expected during the Saturday midday peak-hour;
2. In comparison to the former uses that tenanted the units the Project will occupy, the Project is expected to generate 330 *additional* vehicle trips on an average weekday and 366 *additional* vehicle trips on a Saturday, with 1 *fewer* vehicle trip expected during the weekday morning peak-hour of the study area roadway, 28 *additional* vehicle trips expected during the weekday morning peak-hour of the generator (dispensary), 32 *additional* vehicle trips expected during the weekday evening peak-hour and 47 *additional* vehicle trips expected during the Saturday midday peak-hour;
3. No apparent safety deficiencies were noted with respect to the motor vehicle crash history along Route 117 at and in the vicinity of the Project site based on a review of information available through MassDOT; and
4. Lines of sight at the intersections of the Project site driveways with Route 117 were found to exceed the recommended minimum distances for the intersections to operate in a safe and efficient manner based on the appropriate approach speed.

In consideration of the above, we have concluded that the Project can be accommodated within the confines of the existing transportation infrastructure in a safe and efficient manner with the implementation of the recommendations that follow.

RECOMMENDATIONS

A detailed transportation improvement program has been developed that is designed to provide safe and efficient access to the Project site and address any deficiencies identified as a part of this assessment. The following improvements have been recommended as a part of this evaluation and, where applicable, will be completed in conjunction with the Project subject to receipt of all necessary rights, permits, and approvals.

⁸Ibid 1.



Project Access

Access to the Project site will continue to be provided by way of the two (2) existing driveways that serve the Project site and intersect the south side of Route 117 approximately 360 feet and 580 feet east of the traffic signal at the Route 117/Interstate 495 (I-495) northbound ramps intersection, respectively. The following recommendations are offered with respect to the design and operation of the Project site access and internal circulations:

- The Project site driveways should continue to be a minimum of 24 feet in width and designed to accommodate the turning and maneuvering requirements of the largest anticipated delivery vehicle and responding emergency vehicle.
- Vehicles exiting the Project site will be under stop control.
- All signs and pavement markings to be installed within the Project site should conform to the applicable standards of the *Manual on Uniform Traffic Control Devices* (MUTCD).⁹
- Where perpendicular parking is proposed, the drive aisle behind the parking will continue to be a minimum of 23 feet in order to facilitate parking maneuvers.
- Marked crosswalks and Americans with Disabilities Act (ADA)-compliant wheelchair ramps should be provided at pedestrian crossings to be modified or constructed in conjunction with the Project.
- Signs and landscaping to be installed as a part of the Project within the intersection sight triangle areas of the Project site driveways should be designed and maintained so as not to restrict lines of sight.
- Snow accumulations (windrows) within sight triangle areas should be promptly removed where such accumulations would impede sight lines.
- A traffic and parking management plan should be developed in consultation with the Bolton Police Department to accommodate the increased customer demand that may occur during the initial opening period. The goal of the traffic and parking management plan will be to manage customer demands so as not to exceed the available parking within the project site with consideration of employee parking requirements and those of the existing tenants that are to remain. After the initial opening period, operations should be reviewed with the Police Chief on a periodic basis to determine if there is a need to continue the elements of the traffic and parking management plan.

⁹Ibid 5.



Transportation Demand Management Program

In an effort to encourage the use of alternative modes of transportation to single-occupant vehicles, the following Transportation Demand Management (TDM) measures should be considered for implementation as part of the Project:

- A transportation coordinator should be assigned for the Project to coordinate the TDM program;
- Employees should be encouraged to carpool or use a non-auto dependent mode of transportation to access the Project;
- A “welcome packet” should be provided to employees detailing available public transportation services, bicycle and walking alternatives, and other commuting options; and
- Secure bicycle parking should be provided at an appropriate location within the Project site.

With implementation of the aforementioned recommendations, safe and efficient access will be provided to the Project site and the Project can be accommodated within the confines of the existing and improved transportation system.

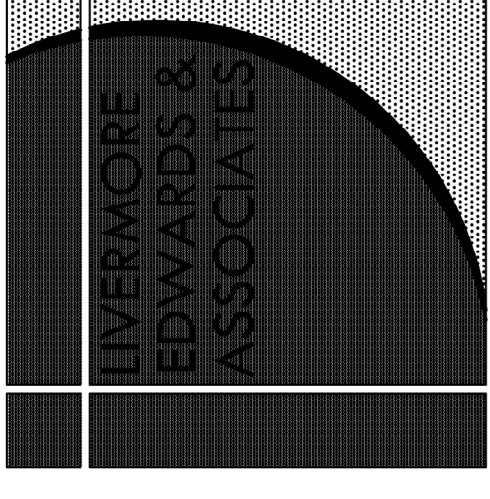
cc: File



ATTACHMENTS

PROJECT SITE PLAN
AUTOMATIC TRAFFIC RECORDER COUNT DATA
SEASONAL ADJUSTMENT DATA
MASSDOT HIGH CRASH LOCATION MAPPING
VEHICLE TRAVEL SPEED DATA
TRIP-GENERATION CALCULATIONS

PROJECT SITE PLAN



14 Spring Street
 William, MA 02451
 Tel (781) 891-1260
 Fax (781) 891-1650
 www.illvermoreedwards.com



PROJECT:
 UNITED CULTIVATION
 RETAIL AT BOLTON

476 MAIN STREET - UNIT #5
 BOLTON, MA

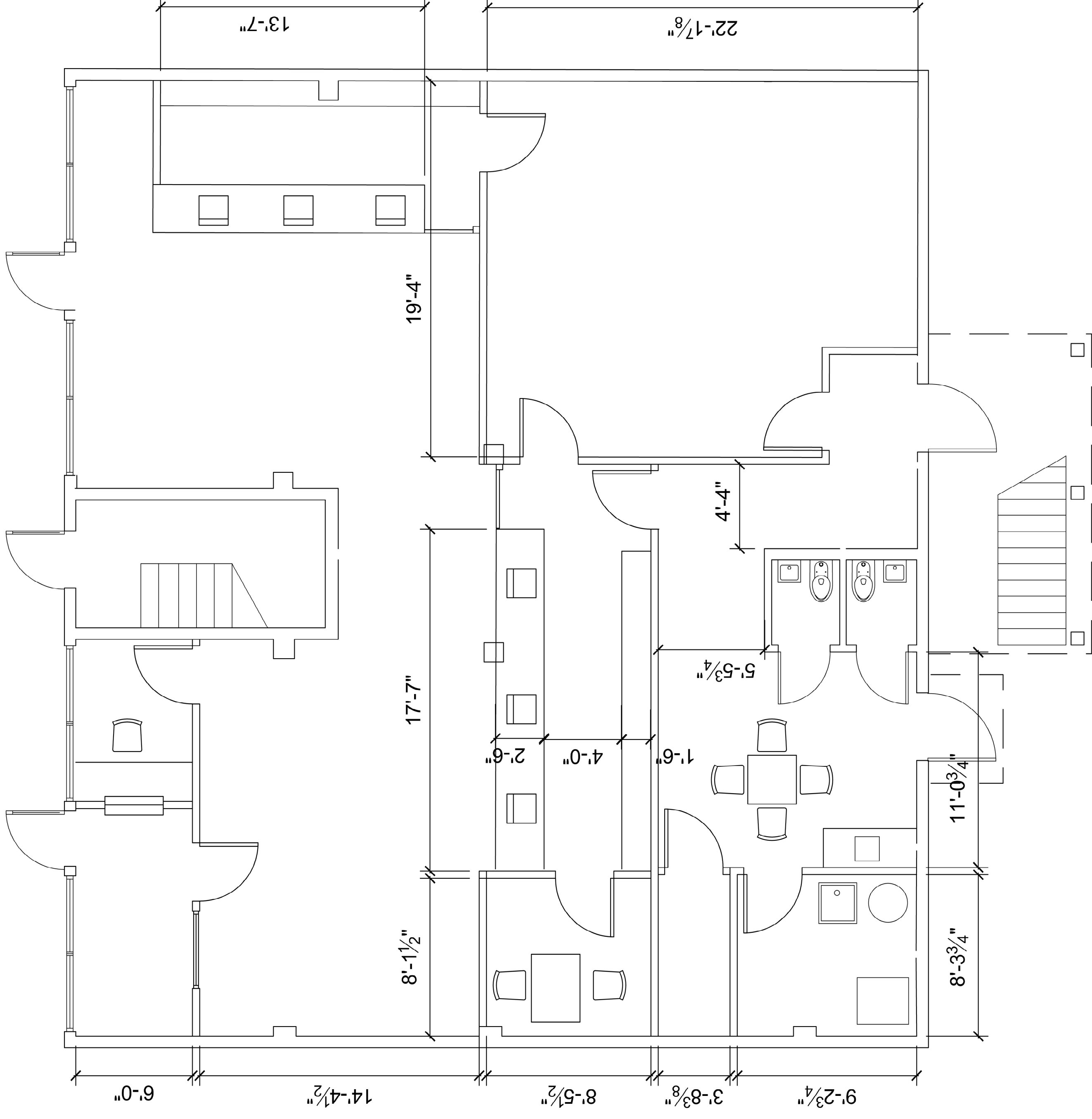
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 CHECKED BY: RL
 APPROVED BY: RL
 SCALE:

STATUS:
 SCHEMATIC DESIGN
 DESIGN DEVELOPMENT
 DESIGN REVIEW
 BIDDING
 PERMIT
 CONSTRUCTION
 NOT FOR CONSTRUCTION
 AS-BUILT
 DATE: 7/20/22

REVISIONS:
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DRAWING:
 EXISTING
 PLANS
 UNITS 3 & 4

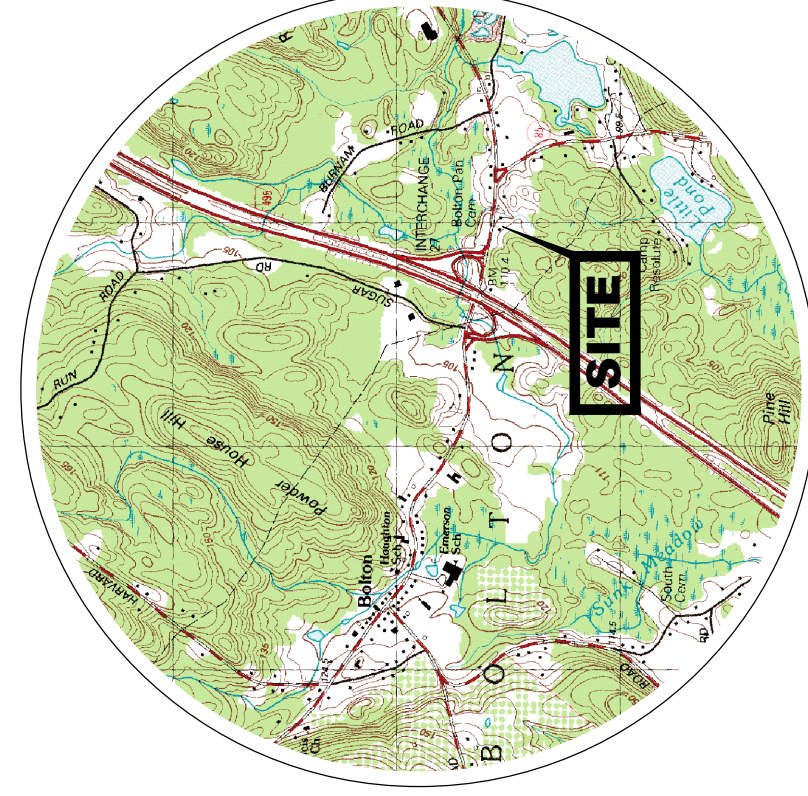
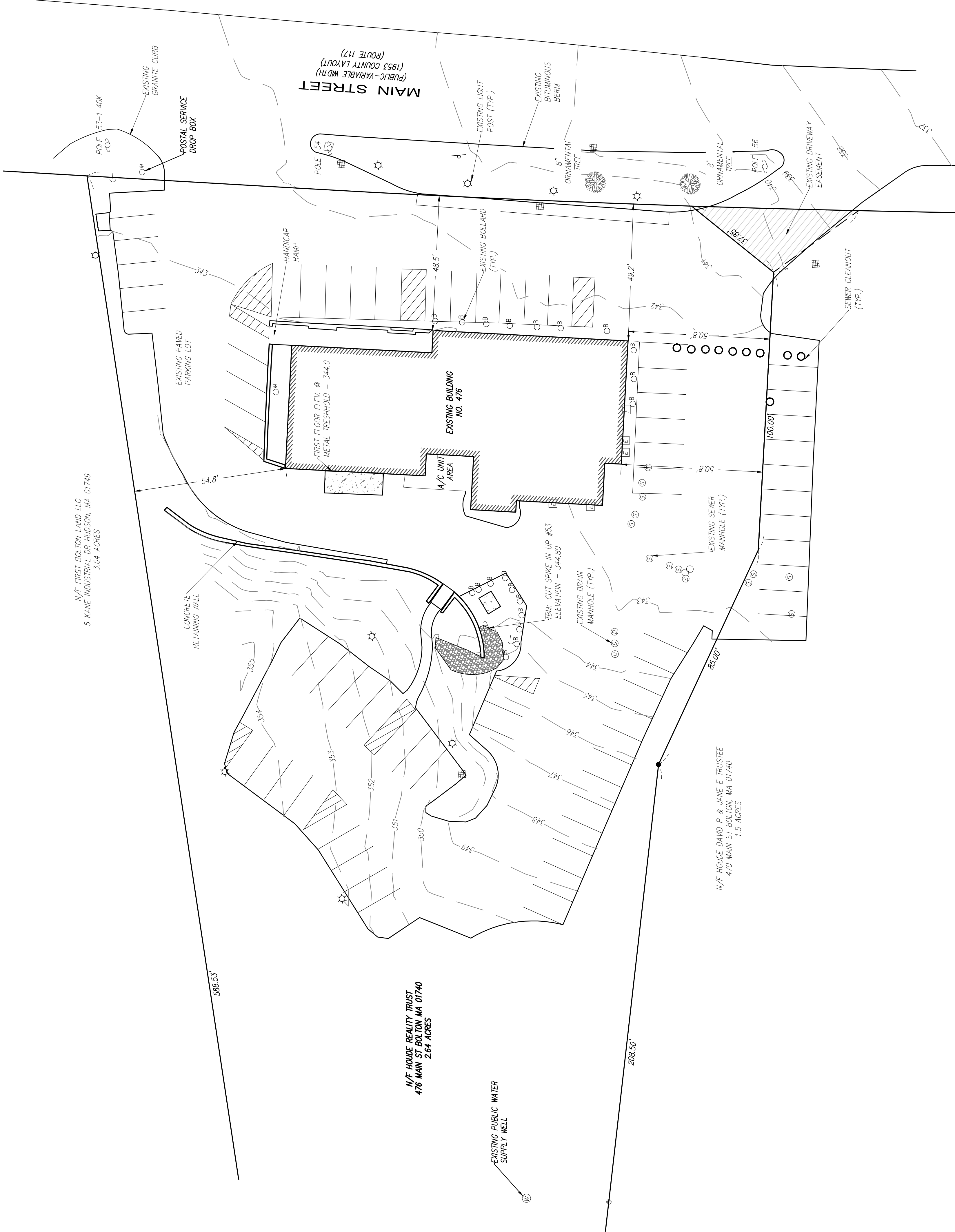
A1-1



1 DISPENSARY PLAN
 1/4" = 1'-0"

EXISTING CONDITIONS NOTES:

1. TOPOGRAPHIC INFORMATION SHOWN ON THIS PLAN WAS PREPARED BY DILLIS & ROY CIVIL DESIGN GROUP, INC.
2. PROPERTY LINE INFORMATION SHOWN ON THIS PLAN IS THE RESULT OF AN ON-THE-GROUND SURVEY BY DILLIS & ROY AND CONFIRMED WITH RECORD PLANS AND DEEDS FOR THE PROPERTY.
3. ELEVATIONS REFER TO NAVD 88.
4. EXISTING UTILITIES SHOWN ON THIS PLAN WERE COMPILED FROM FIELD MEASUREMENT AND RECORD PLANS. UTILITIES SHOWN ON THIS PLAN ARE FOR REFERENCE ONLY AND SHOULD NOT BE ASSUMED TO BE PRECISE. ANY UTILITY LOCATED ON OR NEAR THE SITE, THE CONTRACTOR SHALL CALL DIG SAFE 1-888-DIG-SAFE PRIOR TO CONSTRUCTION IN ACCORDANCE WITH STATE LAWS.



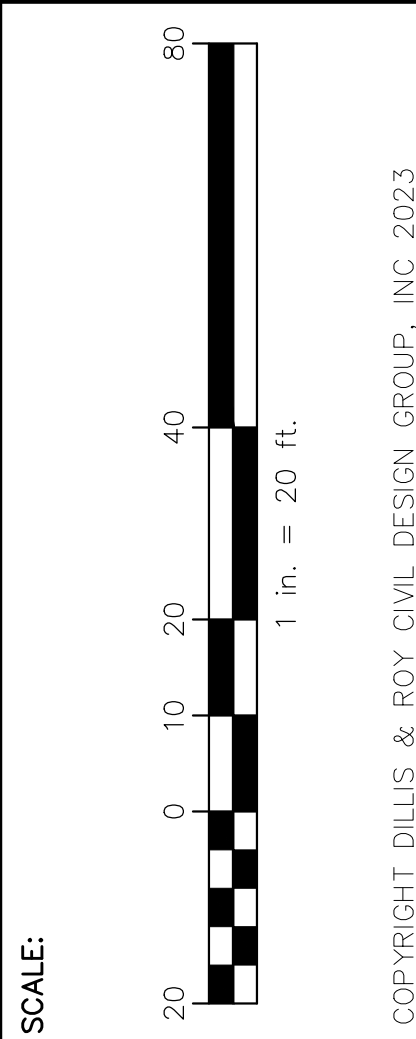
LOCUS MAP
SCALE: 1" = 1,500'

PREPARED BY:

DILLIS & ROY
CIVIL DESIGN GROUP
 CIVIL ENGINEERS LAND SURVEYORS WETLAND CONSULTANTS
 1 MAIN STREET, SUITE 1 LUNENBURG, MA 01462
 PHONE: (978) 779-6091
 www.dillisoroy.com

OWNER:
 HOUDE REALTY TRUST
 476 MAIN ST.
 BOLTON, MASSACHUSETTS

APPLICANT:
 UNITED CULTIVATION, LLC
 601 FITCHBURG STATE RD.
 ASHBY, MASSACHUSETTS



DATE:	1/30/2023
DESIGN BY:	SRD
DRAWN BY:	RWP
CHECKED BY:	SRD

EXISTING CONDITIONS			
476 MAIN ST.			
BOLTON, MASSACHUSETTS			
NO.	DATE	DESCRIPTION	BY

AUTOMATIC TRAFFIC RECORDER COUNT DATA

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA

2/16/2023	EB		Hour Totals		WB		Hour Totals		Combined Totals		
	Time	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon
12:00		12	76			7	117				
12:15		1	93			4	96				
12:30		5	90			5	96				
12:45		3	80	21	339	0	102	16	411	37	750
1:00		4	101			6	100				
1:15		0	85			2	99				
1:30		1	106			2	106				
1:45		2	90	7	382	1	104	11	409	18	791
2:00		2	89			1	133				
2:15		1	120			0	150				
2:30		1	143			2	133				
2:45		0	133	4	485	2	180	5	596	9	1081
3:00		1	109			2	168				
3:15		4	132			4	169				
3:30		1	147			4	213				
3:45		5	131	11	519	4	166	14	716	25	1235
4:00		5	128			5	193				
4:15		6	142			1	216				
4:30		19	140			7	180				
4:45		22	152	52	562	9	179	22	768	74	1330
5:00		24	125			19	196				
5:15		27	147			22	177				
5:30		47	151			41	207				
5:45		87	147	185	570	43	143	125	723	310	1293
6:00		92	99			60	187				
6:15		104	81			84	153				
6:30		156	83			91	134				
6:45		166	97	518	360	96	102	331	576	849	936
7:00		169	66			125	82				
7:15		179	66			204	70				
7:30		178	59			202	74				
7:45		198	77	724	268	144	66	675	292	1399	560
8:00		165	92			135	48				
8:15		154	75			161	55				
8:30		175	46			130	49				
8:45		174	43	668	256	138	42	564	194	1232	450
9:00		109	51			105	34				
9:15		110	56			99	40				
9:30		108	31			91	24				
9:45		87	34	414	172	93	23	388	121	802	293
10:00		91	25			100	31				
10:15		94	18			88	24				
10:30		89	22			82	15				
10:45		84	20	358	85	97	13	367	83	725	168
11:00		78	20			88	11				
11:15		90	17			75	7				
11:30		89	10			101	11				
11:45		82	7	339	54	110	8	374	37	713	91
Total		3301	4052			2892	4926			6193	8978
Percent		44.9%	55.1%			37.0%	63.0%			40.8%	59.2%

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA

2/17/2023 Time	EB		Hour Totals		WB		Hour Totals		Combined Totals	
	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon
12:00	11	105			5	115				
12:15	6	103			6	108				
12:30	4	112			4	107				
12:45	6	87	27	407	1	99	16	429	43	836
1:00	3	95			8	124				
1:15	2	86			3	109				
1:30	3	97			3	127				
1:45	4	99	12	377	4	106	18	466	30	843
2:00	3	81			2	128				
2:15	2	111			3	126				
2:30	1	165			2	160				
2:45	1	116	7	473	1	160	8	574	15	1047
3:00	2	109			2	184				
3:15	3	156			2	176				
3:30	1	142			3	188				
3:45	2	124	8	531	4	164	11	712	19	1243
4:00	6	106			2	191				
4:15	7	123			4	165				
4:30	14	121			3	178				
4:45	27	110	54	460	10	163	19	697	73	1157
5:00	14	119			25	158				
5:15	27	149			13	160				
5:30	54	116			27	170				
5:45	67	112	162	496	36	154	101	642	263	1138
6:00	78	106			48	134				
6:15	104	101			62	120				
6:30	129	84			96	96				
6:45	147	85	458	376	77	82	283	432	741	808
7:00	134	70			124	86				
7:15	153	72			210	67				
7:30	145	55			135	68				
7:45	182	51	614	248	136	49	605	270	1219	518
8:00	142	44			131	63				
8:15	127	41			146	43				
8:30	130	41			146	30				
8:45	148	31	547	157	96	40	519	176	1066	333
9:00	107	39			109	30				
9:15	85	39			99	43				
9:30	130	45			103	29				
9:45	95	30	417	153	98	33	409	135	826	288
10:00	99	37			84	32				
10:15	72	23			93	37				
10:30	85	30			85	28				
10:45	84	28	340	118	85	18	347	115	687	233
11:00	97	27			86	26				
11:15	98	13			79	18				
11:30	80	19			109	19				
11:45	117	8	392	67	89	12	363	75	755	142
Total	3038	3863			2699	4723			5737	8586
Percent	44.0%	56.0%			36.4%	63.6%			40.1%	59.9%

Accurate Counts
978-664-2565

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA

96360001

2/18/2023	EB		Hour Totals		WB		Hour Totals		Combined Totals		
	Time	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon	Morning	Afternoon
12:00		15	101			11	99				
12:15		11	134			13	129				
12:30		10	136			6	123				
12:45		5	113	41	484	2	121	32	472	73	956
1:00		6	102			3	104				
1:15		2	123			1	124				
1:30		10	113			3	148				
1:45		6	112	24	450	4	121	11	497	35	947
2:00		5	94			1	126				
2:15		2	109			0	128				
2:30		7	103			3	140				
2:45		3	119	17	425	4	116	8	510	25	935
3:00		3	122			4	122				
3:15		4	131			9	103				
3:30		1	143			4	119				
3:45		1	113	9	509	1	95	18	439	27	948
4:00		3	122			5	114				
4:15		7	114			4	115				
4:30		6	92			5	90				
4:45		8	96	24	424	8	82	22	401	46	825
5:00		6	90			8	114				
5:15		12	117			13	110				
5:30		13	98			10	100				
5:45		13	93	44	398	16	79	47	403	91	801
6:00		14	71			16	81				
6:15		11	81			22	78				
6:30		29	69			25	69				
6:45		30	84	84	305	40	83	103	311	187	616
7:00		28	51			32	59				
7:15		38	59			56	73				
7:30		45	43			64	44				
7:45		50	37	161	190	45	43	197	219	358	409
8:00		39	41			76	44				
8:15		63	39			64	43				
8:30		65	52			65	39				
8:45		69	42	236	174	73	38	278	164	514	338
9:00		64	48			84	46				
9:15		95	40			91	48				
9:30		106	31			102	38				
9:45		84	36	349	155	107	33	384	165	733	320
10:00		85	51			112	36				
10:15		87	29			123	41				
10:30		93	34			107	32				
10:45		112	40	377	154	109	25	451	134	828	288
11:00		84	19			116	16				
11:15		110	23			115	19				
11:30		111	14			145	10				
11:45		123	21	428	77	121	14	497	59	925	136
Total		1794	3745			2048	3774			3842	7519
Percent		32.4%	67.6%			35.2%	64.8%			33.8%	66.2%
Grand Total		8133	11660			7639	13423			15772	25083
Percent		41.1%	58.9%			36.3%	63.7%			38.6%	61.4%

ADT

ADT: 13,618

AADT: 13,618

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA

2/13/2023 Time	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Week Average	
	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB	EB	WB
12:00 AM	*	*	*	*	*	*	21	16	27	16	41	32	*	*	30	21
1:00	*	*	*	*	*	*	7	11	12	18	24	11	*	*	14	13
2:00	*	*	*	*	*	*	4	5	7	8	17	8	*	*	9	7
3:00	*	*	*	*	*	*	11	14	8	11	9	18	*	*	9	14
4:00	*	*	*	*	*	*	52	22	54	19	24	22	*	*	43	21
5:00	*	*	*	*	*	*	185	125	162	101	44	47	*	*	130	91
6:00	*	*	*	*	*	*	518	331	458	283	84	103	*	*	353	239
7:00	*	*	*	*	*	*	724	675	614	605	161	197	*	*	500	492
8:00	*	*	*	*	*	*	668	564	547	519	236	278	*	*	484	454
9:00	*	*	*	*	*	*	414	388	417	409	349	384	*	*	393	394
10:00	*	*	*	*	*	*	358	367	340	347	377	451	*	*	358	388
11:00	*	*	*	*	*	*	339	374	392	363	428	497	*	*	386	411
12:00 PM	*	*	*	*	*	*	339	411	407	429	484	472	*	*	410	437
1:00	*	*	*	*	*	*	382	409	377	466	450	497	*	*	403	457
2:00	*	*	*	*	*	*	485	596	473	574	425	510	*	*	461	560
3:00	*	*	*	*	*	*	519	716	531	712	509	439	*	*	520	622
4:00	*	*	*	*	*	*	562	768	460	697	424	401	*	*	482	622
5:00	*	*	*	*	*	*	570	723	496	642	398	403	*	*	488	589
6:00	*	*	*	*	*	*	360	576	376	432	305	311	*	*	347	440
7:00	*	*	*	*	*	*	268	292	248	270	190	219	*	*	235	260
8:00	*	*	*	*	*	*	256	194	157	176	174	164	*	*	196	178
9:00	*	*	*	*	*	*	172	121	153	135	155	165	*	*	160	140
10:00	*	*	*	*	*	*	85	83	118	115	154	134	*	*	119	111
11:00	*	*	*	*	*	*	54	37	67	75	19	16	*	*	47	43
Total	0	0	0	0	0	0	7353	7818	6901	7422	5481	5779	0	0	6577	7004
Day	0	0	0	0	0	0	15171	14323	14323	14323	11260	11260	0	0	13581	13581
AM Peak							7:00	7:00	7:00	7:00	11:00	11:00			7:00	7:00
Volume							724	675	614	605	428	497			500	492
PM Peak							5:00	4:00	3:00	3:00	3:00	2:00			3:00	3:00
Volume							570	768	531	712	509	510			520	622
Comb Total	0	0	0	0	0	0	15171	14323	14323	14323	11260	11260	0	0	13581	13581
ADT	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618	ADT: 13.618

SEASONAL ADJUSTMENT DATA

Massachusetts Highway Department
 Statewide Traffic Data Collection
 2019 Weekday Seasonal Factors

Factor Group	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Axle Factor
R1	1.22	1.14	1.12	1.06	1.00	0.96	0.87	0.85	0.96	0.99	1.04	1.12	0.85
R2	0.95	0.96	0.98	0.97	0.97	0.93	0.97	0.94	0.96	0.90	0.92	0.93	0.96
R3	1.15	1.06	1.07	1.00	0.89	0.88	0.89	0.89	0.95	0.92	1.02	1.01	0.97
R4-R7	1.09	1.09	1.11	1.02	0.96	0.92	0.89	0.89	0.99	0.98	1.09	1.13	0.98
U1-Boston	1.03	1.01	0.98	0.94	0.94	0.92	0.95	0.93	0.94	0.94	0.97	1.04	0.96
U1-Essex	1.09	1.06	1.03	0.99	0.94	0.90	0.88	0.86	0.93	0.94	0.99	1.06	0.93
U1-Southeast	1.06	1.05	1.01	0.97	0.95	0.93	0.93	0.90	0.94	0.94	0.98	1.04	0.98
U1-West	1.19	1.14	1.09	0.95	0.92	0.89	0.89	0.86	0.91	0.95	0.97	1.07	0.84
U1-Worcester	1.02	1.04	0.97	0.94	0.93	0.91	0.95	0.91	0.93	0.92	0.95	1.10	0.88
U2	1.01	1.00	0.94	0.93	0.91	0.89	0.93	0.90	0.90	0.91	0.94	1.02	0.99
U3	1.06	1.03	0.98	0.94	0.93	0.91	0.95	0.91	0.92	0.93	0.97	1.00	0.98
U4-U7	1.01	1.00	0.95	0.92	0.88	0.86	0.92	0.91	0.92	0.94	0.99	1.04	0.99
Rec - East	1.04	1.16	1.12	0.98	0.92	0.88	0.77	0.81	0.94	1.02	1.08	1.12	0.99
Rec - West	1.30	1.23	1.32	1.18	0.95	0.82	0.70	0.69	0.97	0.96	1.16	1.15	0.98

Round off:

0-999 = 10

>1000 = 100

U = Urban

R = Rural

1 - Interstate

2 - Freeway and Expressway

3 - Other Principal Arterial

4 - Minor Arterial

5 - Major Collector

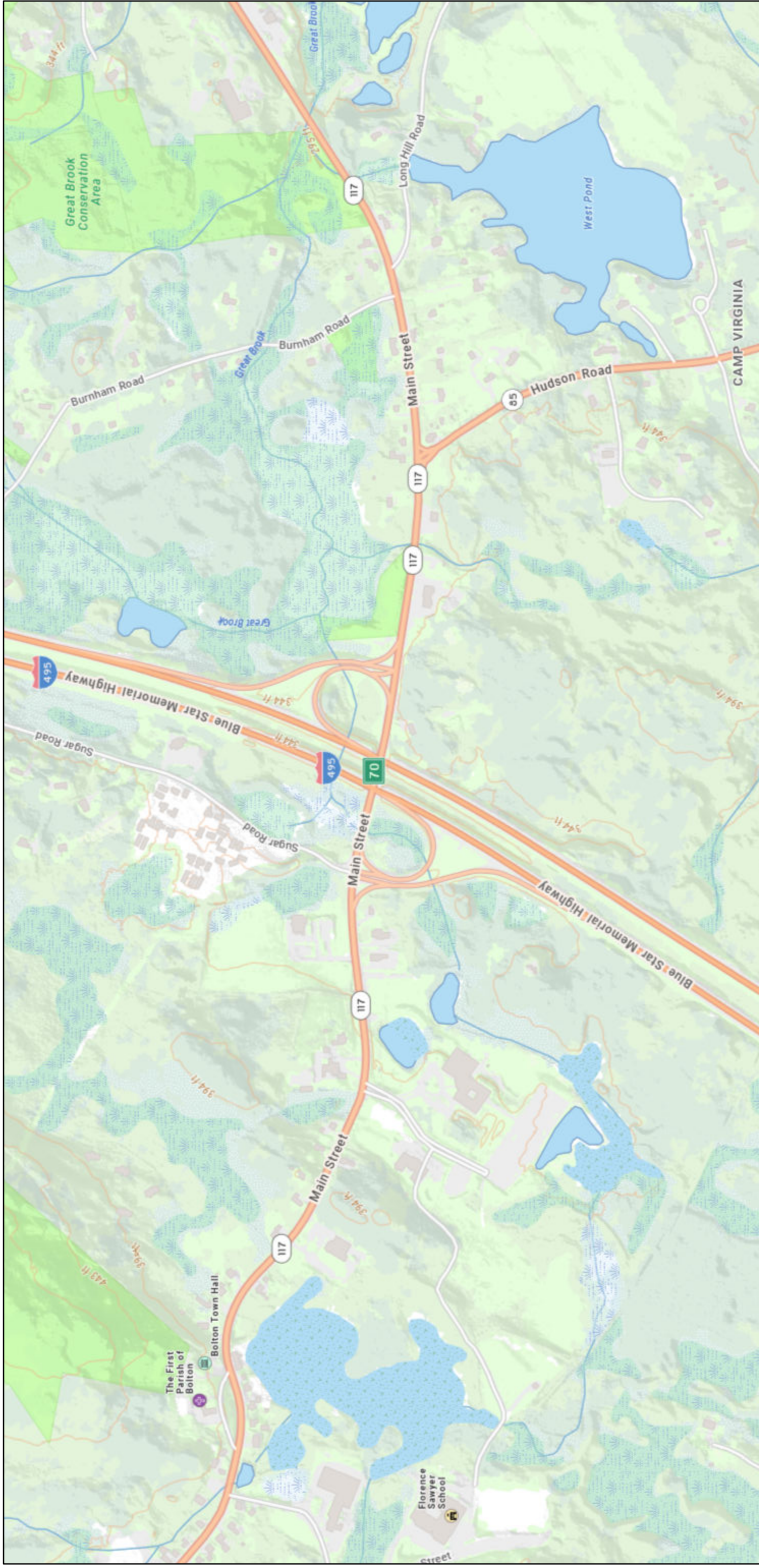
6 - Minor Collector

7 - Local Road and Street

Recreational - East Group - Cape Cod (all towns) including the town of Plymouth south of Route 3A (stations 7014,7079,7080,7090,7091,7092,7093,7094,7095,7096,7097,7108 and 7178), Martha's Vineyard and Nantucket.
Recreational - West Group - Continuous Stations 2 and 189 including stations 10666,1067,1083,1084,1085,1086,1087,1088,1089,1090,1091,1092,1093,1094,1095,1096,1097,1098,1099,1100,1101,1102,1103,1104,1105,1106,1107,1108,1113,1114,1116,2196,2197 and 2198.

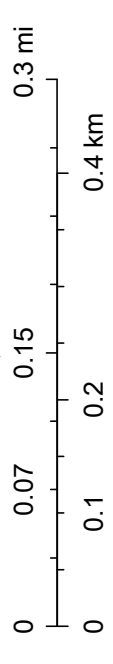
MASSDOT HIGH CRASH LOCATION MAPPING

MassDOT Top Crash Locations



2/27/2023, 3:24:12 PM

1:9,028



VEHICLE TRAVEL SPEED DATA

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: EB

2/16/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	1	3	3	6	7	1	0	0	0	0	0	0	0	21
1:00	0	0	0	2	4	1	0	0	0	0	0	0	0	7
2:00	0	0	1	2	1	0	0	0	0	0	0	0	0	4
3:00	0	0	1	4	4	2	0	0	0	0	0	0	0	11
4:00	0	0	3	18	21	8	2	0	0	0	0	0	0	52
5:00	0	8	6	49	86	31	4	0	1	0	0	0	0	185
6:00	1	11	49	161	211	80	4	0	1	0	0	0	0	518
7:00	0	21	84	223	292	96	7	0	1	0	0	0	0	724
8:00	1	11	72	197	290	83	11	0	3	0	0	0	0	668
9:00	1	14	44	98	173	76	7	1	0	0	0	0	0	414
10:00	0	27	32	97	142	51	8	1	0	0	0	0	0	358
11:00	1	16	28	92	143	52	7	0	0	0	0	0	0	339
12:00 PM	1	7	28	78	140	75	9	1	0	0	0	0	0	339
1:00	1	16	29	116	160	53	7	0	0	0	0	0	0	382
2:00	0	11	42	166	196	59	11	0	0	0	0	0	0	485
3:00	0	23	48	176	205	57	8	1	1	0	0	0	0	519
4:00	0	23	69	198	198	68	6	0	0	0	0	0	0	562
5:00	0	18	67	246	198	38	3	0	0	0	0	0	0	570
6:00	0	21	53	136	120	27	3	0	0	0	0	0	0	360
7:00	0	11	31	127	76	21	2	0	0	0	0	0	0	268
8:00	1	5	30	108	93	16	2	1	0	0	0	0	0	256
9:00	1	0	13	59	83	16	0	0	0	0	0	0	0	172
10:00	0	1	7	29	34	12	2	0	0	0	0	0	0	85
11:00	0	1	2	23	18	7	3	0	0	0	0	0	0	54
Total	9	248	742	2411	2895	930	106	5	7	0	0	0	0	7353

Percentile	15th	50th	85th	95th
Speed	25	30	35	38
Mean Speed (Average)	30.2			
10 MPH Pace Speed	25-34			
Number in Pace	5263			
Percent in Pace	71.6%			
Number > 30 MPH	3943			
Percent > 30 MPH	53.6%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: EB

2/17/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	0	3	14	6	3	0	0	1	0	0	0	0	27
1:00	0	2	2	5	1	2	0	0	0	0	0	0	0	12
2:00	0	0	2	4	1	0	0	0	0	0	0	0	0	7
3:00	0	1	0	3	3	1	0	0	0	0	0	0	0	8
4:00	0	0	5	18	20	8	2	0	0	1	0	0	0	54
5:00	2	6	15	40	68	28	2	0	1	0	0	0	0	162
6:00	0	7	59	133	193	57	8	1	0	0	0	0	0	458
7:00	1	14	87	204	227	68	11	1	1	0	0	0	0	614
8:00	3	32	56	192	218	45	1	0	0	0	0	0	0	547
9:00	0	19	43	139	167	37	10	0	1	0	1	0	0	417
10:00	2	9	33	106	139	47	4	0	0	0	0	0	0	340
11:00	0	19	48	121	157	41	4	2	0	0	0	0	0	392
12:00 PM	2	11	49	142	149	46	6	2	0	0	0	0	0	407
1:00	1	16	51	126	140	35	7	1	0	0	0	0	0	377
2:00	0	19	63	162	176	47	5	0	0	1	0	0	0	473
3:00	0	18	70	175	201	64	3	0	0	0	0	0	0	531
4:00	1	18	56	179	151	46	9	0	0	0	0	0	0	460
5:00	3	29	92	258	93	20	1	0	0	0	0	0	0	496
6:00	4	23	58	151	118	19	3	0	0	0	0	0	0	376
7:00	4	11	39	96	74	22	2	0	0	0	0	0	0	248
8:00	0	2	14	56	62	22	1	0	0	0	0	0	0	157
9:00	0	1	11	68	57	15	1	0	0	0	0	0	0	153
10:00	0	2	6	40	47	22	1	0	0	0	0	0	0	118
11:00	0	0	6	24	27	9	1	0	0	0	0	0	0	67
Total	23	259	868	2456	2495	704	82	7	4	2	1	0	0	6901

Percentile	15th	50th	85th	95th
Speed	25	30	34	37
Mean Speed (Average)	29.5			
10 MPH Pace Speed	25-34			
Number in Pace	4918			
Percent in Pace	71.3%			
Number > 30 MPH	3295			
Percent > 30 MPH	47.7%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: EB

2/18/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	2	4	14	15	5	1	0	0	0	0	0	0	41
1:00	0	1	5	7	8	2	1	0	0	0	0	0	0	24
2:00	0	2	2	11	1	1	0	0	0	0	0	0	0	17
3:00	0	1	2	4	1	1	0	0	0	0	0	0	0	9
4:00	0	3	1	10	3	7	0	0	0	0	0	0	0	24
5:00	0	1	3	15	16	7	1	1	0	0	0	0	0	44
6:00	1	5	6	17	32	16	5	2	0	0	0	0	0	84
7:00	0	12	13	30	63	32	9	2	0	0	0	0	0	161
8:00	1	6	14	47	99	57	11	1	0	0	0	0	0	236
9:00	0	15	38	78	140	63	14	0	0	1	0	0	0	349
10:00	1	14	32	108	139	69	10	4	0	0	0	0	0	377
11:00	2	13	39	131	176	62	5	0	0	0	0	0	0	428
12:00 PM	0	10	48	131	209	79	6	0	0	0	0	1	0	484
1:00	1	27	51	113	190	62	6	0	0	0	0	0	0	450
2:00	0	23	41	109	181	58	12	1	0	0	0	0	0	425
3:00	6	10	43	127	233	85	5	0	0	0	0	0	0	509
4:00	0	11	34	118	182	70	9	0	0	0	0	0	0	424
5:00	1	15	70	126	138	47	1	0	0	0	0	0	0	398
6:00	1	22	41	99	110	27	5	0	0	0	0	0	0	305
7:00	2	6	31	71	63	17	0	0	0	0	0	0	0	190
8:00	1	4	3	64	72	24	5	1	0	0	0	0	0	174
9:00	0	2	12	57	64	15	4	1	0	0	0	0	0	155
10:00	0	1	17	47	71	15	3	0	0	0	0	0	0	154
11:00	0	1	2	8	4	4	0	0	0	0	0	0	0	19
Total	17	207	552	1542	2210	825	113	13	0	1	0	1	0	5481
			Percentile	15th	50th	85th	95th							
			Speed	25	31	35	38							
			Mean Speed (Average)	30.5										
			10 MPH Pace Speed	25-34										
			Number in Pace	3719										
			Percent in Pace	67.9%										
			Number > 30 MPH	3163										
			Percent > 30 MPH	57.7%										
Grand Total	49	714	2162	6409	7600	2459	301	25	11	3	1	1	0	19735
			Percentile	15th	50th	85th	95th							
			Speed	25	30	35	38							
			Mean Speed (Average)	30.0										
			10 MPH Pace Speed	25-34										
			Number in Pace	13900										
			Percent in Pace	70.4%										
			Number > 30 MPH	10401										
			Percent > 30 MPH	52.7%										

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: WB

2/16/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	1	0	4	6	4	1	0	0	0	0	0	0	16
1:00	0	0	0	0	3	6	2	0	0	0	0	0	0	11
2:00	0	0	0	0	2	2	1	0	0	0	0	0	0	5
3:00	0	0	1	2	5	3	3	0	0	0	0	0	0	14
4:00	0	0	1	5	5	8	3	0	0	0	0	0	0	22
5:00	0	5	8	19	37	39	16	1	0	0	0	0	0	125
6:00	17	27	33	59	112	60	14	6	2	1	0	0	0	331
7:00	101	87	85	136	160	75	19	9	0	2	1	0	0	675
8:00	22	36	47	93	206	124	26	6	0	2	2	0	0	564
9:00	9	23	43	83	143	67	16	1	2	1	0	0	0	388
10:00	5	19	33	46	152	96	13	2	1	0	0	0	0	367
11:00	2	12	29	80	136	86	24	3	0	1	0	1	0	374
12:00 PM	6	13	20	57	173	122	18	1	1	0	0	0	0	411
1:00	0	6	21	83	171	102	18	4	2	0	1	0	1	409
2:00	8	31	84	167	207	86	9	1	2	0	0	1	0	596
3:00	60	52	107	163	228	86	17	2	1	0	0	0	0	716
4:00	32	35	67	177	311	127	13	2	2	0	2	0	0	768
5:00	18	41	123	203	227	90	16	1	4	0	0	0	0	723
6:00	0	12	51	199	259	48	5	1	1	0	0	0	0	576
7:00	3	8	22	68	122	55	13	1	0	0	0	0	0	292
8:00	0	2	11	39	80	55	4	2	0	0	1	0	0	194
9:00	0	0	3	25	57	24	10	2	0	0	0	0	0	121
10:00	0	0	0	7	33	33	10	0	0	0	0	0	0	83
11:00	0	0	2	6	15	11	3	0	0	0	0	0	0	37
Total	283	410	791	1721	2850	1409	274	45	18	7	7	2	1	7818

Percentile	15th	50th	85th	95th
Speed	24	31	37	40
Mean Speed (Average)	30.2			
10 MPH Pace Speed	25-34			
Number in Pace	4530			
Percent in Pace	57.9%			
Number > 30 MPH	4613			
Percent > 30 MPH	59.0%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: WB

2/17/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	1	1	1	4	7	2	0	0	0	0	0	0	16
1:00	1	1	0	2	7	4	3	0	0	0	0	0	0	18
2:00	0	0	0	2	3	3	0	0	0	0	0	0	0	8
3:00	0	0	2	0	5	3	0	1	0	0	0	0	0	11
4:00	0	0	3	4	7	4	1	0	0	0	0	0	0	19
5:00	2	3	10	9	29	40	7	1	0	0	0	0	0	101
6:00	7	9	30	50	98	80	7	1	0	1	0	0	0	283
7:00	23	49	88	139	217	75	8	3	2	1	0	0	0	605
8:00	13	29	62	126	184	84	15	1	1	3	1	0	0	519
9:00	1	15	40	77	162	95	17	1	0	1	0	0	0	409
10:00	4	11	19	77	137	79	16	0	1	3	0	0	0	347
11:00	2	9	37	96	154	51	11	1	1	0	1	0	0	363
12:00 PM	17	26	33	97	153	86	16	1	0	0	0	0	0	429
1:00	9	12	54	110	188	79	13	1	0	0	0	0	0	466
2:00	11	23	90	146	216	75	11	2	0	0	0	0	0	574
3:00	13	41	104	184	261	93	13	2	0	0	1	0	0	712
4:00	4	30	120	176	281	73	13	0	0	0	0	0	0	697
5:00	10	39	90	231	203	58	9	1	0	1	0	0	0	642
6:00	3	18	53	130	161	57	9	0	1	0	0	0	0	432
7:00	2	6	28	71	112	45	5	1	0	0	0	0	0	270
8:00	1	3	4	28	76	50	14	0	0	0	0	0	0	176
9:00	0	2	5	16	61	44	3	3	1	0	0	0	0	135
10:00	0	0	2	14	51	37	9	2	0	0	0	0	0	115
11:00	0	0	2	9	29	26	8	1	0	0	0	0	0	75
Total	123	327	877	1795	2799	1248	210	23	7	10	3	0	0	7422

Percentile	15th	50th	85th	95th
Speed	24	31	36	39
Mean Speed (Average)	30.3			
10 MPH Pace Speed	25-34			
Number in Pace	4556			
Percent in Pace	61.4%			
Number > 30 MPH	4300			
Percent > 30 MPH	57.9%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: WB

2/18/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	0	1	6	7	15	3	0	0	0	0	0	0	32
1:00	0	0	1	2	5	2	1	0	0	0	0	0	0	11
2:00	0	0	1	4	2	1	0	0	0	0	0	0	0	8
3:00	0	0	0	0	5	10	0	1	1	1	0	0	0	18
4:00	0	1	5	3	5	4	3	1	0	0	0	0	0	22
5:00	0	2	1	3	21	14	6	0	0	0	0	0	0	47
6:00	1	5	8	17	21	36	12	2	1	0	0	0	0	103
7:00	0	4	10	31	52	73	25	2	0	0	0	0	0	197
8:00	0	2	26	31	77	105	32	4	0	1	0	0	0	278
9:00	1	10	29	50	123	130	36	3	1	0	1	0	0	384
10:00	9	12	38	60	145	149	31	6	0	0	1	0	0	451
11:00	4	13	42	86	184	134	31	1	0	2	0	0	0	497
12:00 PM	8	19	29	73	168	141	32	1	1	0	0	0	0	472
1:00	6	18	27	75	182	150	32	7	0	0	0	0	0	497
2:00	8	10	45	91	181	141	30	3	1	0	0	0	0	510
3:00	6	18	39	65	156	125	28	2	0	0	0	0	0	439
4:00	5	9	22	59	148	127	25	6	0	0	0	0	0	401
5:00	0	5	29	75	175	92	26	0	1	0	0	0	0	403
6:00	0	7	22	70	135	63	13	0	1	0	0	0	0	311
7:00	1	5	15	40	96	48	11	1	2	0	0	0	0	219
8:00	0	2	7	34	66	45	10	0	0	0	0	0	0	164
9:00	0	1	5	19	69	53	13	4	1	0	0	0	0	165
10:00	1	2	4	23	53	39	8	4	0	0	0	0	0	134
11:00	0	0	1	3	10	2	0	0	0	0	0	0	0	16
Total	50	145	407	920	2086	1699	408	48	10	4	2	0	0	5779
			Percentile	15th	50th	85th	95th							
			Speed	27	34	38	41							
			Mean Speed (Average)	32.8										
			10 MPH Pace Speed	30-39										
			Number in Pace	3769										
			Percent in Pace	65.2%										
			Number > 30 MPH	4257										
			Percent > 30 MPH	73.7%										
Grand Total	456	882	2075	4436	7735	4356	892	116	35	21	12	2	1	21019
			Percentile	15th	50th	85th	95th							
			Speed	25	32	37	40							
			Mean Speed (Average)	31.0										
			10 MPH Pace Speed	26-35										
			Number in Pace	12157										
			Percent in Pace	57.8%										
			Number > 30 MPH	13171										
			Percent > 30 MPH	62.7%										

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: Combined

2/16/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	1	4	3	10	13	5	1	0	0	0	0	0	0	37
1:00	0	0	0	2	7	7	2	0	0	0	0	0	0	18
2:00	0	0	1	2	3	2	1	0	0	0	0	0	0	9
3:00	0	0	2	6	9	5	3	0	0	0	0	0	0	25
4:00	0	0	4	23	26	16	5	0	0	0	0	0	0	74
5:00	0	13	14	68	123	70	20	1	1	0	0	0	0	310
6:00	18	38	82	220	323	140	18	6	3	1	0	0	0	849
7:00	101	108	169	359	452	171	26	9	1	2	1	0	0	1399
8:00	23	47	119	290	496	207	37	6	3	2	2	0	0	1232
9:00	10	37	87	181	316	143	23	2	2	1	0	0	0	802
10:00	5	46	65	143	294	147	21	3	1	0	0	0	0	725
11:00	3	28	57	172	279	138	31	3	0	1	0	1	0	713
12:00 PM	7	20	48	135	313	197	27	2	1	0	0	0	0	750
1:00	1	22	50	199	331	155	25	4	2	0	1	0	1	791
2:00	8	42	126	333	403	145	20	1	2	0	0	1	0	1081
3:00	60	75	155	339	433	143	25	3	2	0	0	0	0	1235
4:00	32	58	136	375	509	195	19	2	2	0	2	0	0	1330
5:00	18	59	190	449	425	128	19	1	4	0	0	0	0	1293
6:00	0	33	104	335	379	75	8	1	1	0	0	0	0	936
7:00	3	19	53	195	198	76	15	1	0	0	0	0	0	560
8:00	1	7	41	147	173	71	6	3	0	0	1	0	0	450
9:00	1	0	16	84	140	40	10	2	0	0	0	0	0	293
10:00	0	1	7	36	67	45	12	0	0	0	0	0	0	168
11:00	0	1	4	29	33	18	6	0	0	0	0	0	0	91
Total	292	658	1533	4132	5745	2339	380	50	25	7	7	2	1	15171

Percentile	15th	50th	85th	95th
Speed	25	31	35	38
Mean Speed (Average)	30.2			
10 MPH Pace Speed	25-34			
Number in Pace	9793			
Percent in Pace	64.6%			
Number > 30 MPH	8557			
Percent > 30 MPH	56.4%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: Combined

2/17/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	1	4	15	10	10	2	0	1	0	0	0	0	43
1:00	1	3	2	7	8	6	3	0	0	0	0	0	0	30
2:00	0	0	2	6	4	3	0	0	0	0	0	0	0	15
3:00	0	1	2	3	8	4	0	1	0	0	0	0	0	19
4:00	0	0	8	22	27	12	3	0	0	1	0	0	0	73
5:00	4	9	25	49	97	68	9	1	1	0	0	0	0	263
6:00	7	16	89	183	291	137	15	2	0	1	0	0	0	741
7:00	24	63	175	343	444	143	19	4	3	1	0	0	0	1219
8:00	16	61	118	318	402	129	16	1	1	3	1	0	0	1066
9:00	1	34	83	216	329	132	27	1	1	1	1	0	0	826
10:00	6	20	52	183	276	126	20	0	1	3	0	0	0	687
11:00	2	28	85	217	311	92	15	3	1	0	1	0	0	755
12:00 PM	19	37	82	239	302	132	22	3	0	0	0	0	0	836
1:00	10	28	105	236	328	114	20	2	0	0	0	0	0	843
2:00	11	42	153	308	392	122	16	2	0	1	0	0	0	1047
3:00	13	59	174	359	462	157	16	2	0	0	1	0	0	1243
4:00	5	48	176	355	432	119	22	0	0	0	0	0	0	1157
5:00	13	68	182	489	296	78	10	1	0	1	0	0	0	1138
6:00	7	41	111	281	279	76	12	0	1	0	0	0	0	808
7:00	6	17	67	167	186	67	7	1	0	0	0	0	0	518
8:00	1	5	18	84	138	72	15	0	0	0	0	0	0	333
9:00	0	3	16	84	118	59	4	3	1	0	0	0	0	288
10:00	0	2	8	54	98	59	10	2	0	0	0	0	0	233
11:00	0	0	8	33	56	35	9	1	0	0	0	0	0	142
Total	146	586	1745	4251	5294	1952	292	30	11	12	4	0	0	14323

Percentile	15th	50th	85th	95th
Speed	24	30	35	38
Mean Speed (Average)	29.9			
10 MPH Pace Speed	25-34			
Number in Pace	9474			
Percent in Pace	66.1%			
Number > 30 MPH	7595			
Percent > 30 MPH	53.0%			

Accurate Counts
978-664-2565

96360001

Location : Route 117
Location : West of Route 85
City/State: Bolton, MA
Direction: Combined

2/18/2023	0 - 15	> 15 -	> 20 -	> 25 -	> 30 -	> 35 -	> 40 -	> 45 -	> 50 -	> 55 -	> 60 -	> 65 -	> 70	Total
Time	MPH	20 MPH	25 MPH	30 MPH	35 MPH	40 MPH	45 MPH	50 MPH	55 MPH	60 MPH	65 MPH	70 MPH	MPH	
12:00 AM	0	2	5	20	22	20	4	0	0	0	0	0	0	73
1:00	0	1	6	9	13	4	2	0	0	0	0	0	0	35
2:00	0	2	3	15	3	2	0	0	0	0	0	0	0	25
3:00	0	1	2	4	6	11	0	1	1	1	0	0	0	27
4:00	0	4	6	13	8	11	3	1	0	0	0	0	0	46
5:00	0	3	4	18	37	21	7	1	0	0	0	0	0	91
6:00	2	10	14	34	53	52	17	4	1	0	0	0	0	187
7:00	0	16	23	61	115	105	34	4	0	0	0	0	0	358
8:00	1	8	40	78	176	162	43	5	0	1	0	0	0	514
9:00	1	25	67	128	263	193	50	3	1	1	1	0	0	733
10:00	10	26	70	168	284	218	41	10	0	0	1	0	0	828
11:00	6	26	81	217	360	196	36	1	0	2	0	0	0	925
12:00 PM	8	29	77	204	377	220	38	1	1	0	0	1	0	956
1:00	7	45	78	188	372	212	38	7	0	0	0	0	0	947
2:00	8	33	86	200	362	199	42	4	1	0	0	0	0	935
3:00	12	28	82	192	389	210	33	2	0	0	0	0	0	948
4:00	5	20	56	177	330	197	34	6	0	0	0	0	0	825
5:00	1	20	99	201	313	139	27	0	1	0	0	0	0	801
6:00	1	29	63	169	245	90	18	0	1	0	0	0	0	616
7:00	3	11	46	111	159	65	11	1	2	0	0	0	0	409
8:00	1	6	10	98	138	69	15	1	0	0	0	0	0	338
9:00	0	3	17	76	133	68	17	5	1	0	0	0	0	320
10:00	1	3	21	70	124	54	11	4	0	0	0	0	0	288
11:00	0	1	3	11	14	6	0	0	0	0	0	0	0	35
Total	67	352	959	2462	4296	2524	521	61	10	5	2	1	0	11260

Percentile	15th	50th	85th	95th
Speed	26	32	37	40
Mean Speed (Average)	31.7			
10 MPH Pace Speed	30-39			
Number in Pace	6819			
Percent in Pace	60.6%			
Number > 30 MPH	7420			
Percent > 30 MPH	65.9%			

Grand Total	505	1596	4237	10845	15335	6815	1193	141	46	24	13	3	1	40754
Percentile				15th	50th	85th	95th							
Speed				25	31	36	39							
Mean Speed (Average)	30.5													
10 MPH Pace Speed	25-34													
Number in Pace	25958													
Percent in Pace	63.7%													
Number > 30 MPH	23570													
Percent > 30 MPH	57.8%													

TRIP-GENERATION CALCUALTIONS

Empirical Weekday Morning Peak Hour of Roadway Rate = 1.89

$$T = 1.89 \times (2.100) = 3.97$$

$$T \approx 4 [4 \text{ Enter} - 0 \text{ Exit}]$$

Empirical Weekday Morning Peak Hour of Generator Rate = 21.08

$$T = 21.08 \times (2.100) = 44.27$$

$$T \approx 44 [22 \text{ Enter} - 22 \text{ Exit}]$$

Empirical Weekday Evening Peak Hour Rate (Generator and Roadway) = 27.84

$$T = 27.84 \times (2.100) = 58.46$$

$$T \approx 58 [28 \text{ Enter} - 30 \text{ Exit}]$$

Empirical Saturday Midday Peak Hour of Generator Rate = 28.92

$$T = 28.92 \times (2.100) = 60.73$$

$$T \approx 61 [29 \text{ Enter} - 32 \text{ Exit}]$$

VAI Calculations

Job: Millbury
 Location: 266 N. Main Street
 Title: Traffic Count (Weekday)
 Calculated by: SRF

Job Number: 8667
 Date: 7/29/20
 Sheet: 1 of 1
 Size: 3,700 SF

Start Time	Ins	Outs	Total	Hourly Total	Trip Rate Hourly Total	Parking Demand	Parking Demand Ratio
7:00AM	0	0	0		0.00	1	0.27
7:15	1	0	1		0.00	2	0.54
7:30	1	0	1		0.00	3	0.81
7:45	2	0	2	4	1.08	5	1.35
8:00	1	0	1	5	1.35	6	1.62
8:15	3	0	3	7	1.89	9	2.43
8:30	1	0	1	7	1.89	10	2.70
8:45	0	0	0	5	1.35	10	2.70
9:00	1	0	1	5	1.35	11	2.97
9:15	0	0	0	2	0.54	11	2.97
9:30	0	0	0	1	0.27	11	2.97
9:45	2	0	2	3	0.81	13	3.51
10:00	7	5	12	14	3.78	15	4.05
→ 10:15	11	7	18	32	8.65	19	5.14
10:30	11	15	26	58	15.68	15	4.05
10:45	10	7	17	73	19.73	18	4.86
11:00	7	10	17	78	21.08	15	4.05
11:15	10	8	18	78	21.08	17	4.59
11:30	6	8	14	66	17.84	15	4.05
11:45	7	6	13	62	16.76	16	4.32
12:00	9	10	19	64	17.30	15	4.05
12:15	7	6	13	59	15.95	16	4.32
12:30	13	7	20	65	17.57	22	5.95
12:45	8	15	23	75	20.27	15	4.05
1:00	10	9	19	75	20.27	16	4.32
1:15	9	5	14	76	20.54	20	5.41
1:30	5	8	13	69	18.65	17	4.59
1:45	7	5	12	58	15.68	19	5.14
2:00	10	9	19	58	15.68	20	5.41
2:15	5	7	12	56	15.14	18	4.86
2:30	4	3	7	50	13.51	19	5.14
2:45	7	6	13	51	13.78	20	5.41
3:00	10	9	19	51	13.78	21	5.68
3:15	8	12	20	59	15.95	17	4.59
3:30	11	11	22	74	20.00	17	4.59
3:45	7	9	16	77	20.81	15	4.05
→ 4:00	11	10	21	79	21.35	16	4.32
4:15	11	13	24	83	22.43	14	3.78
4:30	17	10	27	88	23.78	21	5.68
4:45	11	20	31	103	27.84	12	3.24
5:00	10	10	20	102	27.57	12	3.24
5:15	11	13	24	102	27.57	10	2.70
5:30	6	7	13	88	23.78	9	2.43
5:45	12	7	19	76	20.54	14	3.78
6:00	9	11	20	76	20.54	12	3.24
6:15	15	12	27	79	21.35	15	4.05
6:30	8	12	20	86	23.24	11	2.97
6:45	10	8	18	85	22.97	13	3.51
Total	342	330	672				
Pk Hr Total	50	53	103				

1 car in lot at 7:00 am / 13 cars in lot at 7 pm

VAI Calculations

Job: Millbury
 Location: 266 N. Main Street
 Title: Traffic Count (Saturday)
 Calculated by: SRF

Job Number: 8667
 Date: 7/25/20
 Sheet: 1 of 1
 Checked by:
 Size: 3,700 SF

Start Time	Ins	Outs	Total	Hourly	Trip Rate	Parking	Parking
				Total	Hourly Total	Demand	Demand Ratio
→ 11:00AM	14	14	28		0.00	18	4.86
11:15	12	14	26		0.00	16	4.32
11:30	11	13	24		0.00	14	3.78
11:45	15	14	29	107	28.92	15	4.05
12:00	8	10	18	97	26.22	13	3.51
12:15	14	11	25	96	25.95	16	4.32
12:30	13	11	24	96	25.95	18	4.86
12:45	10	10	20	87	23.51	18	4.86
1:00	10	11	21	90	24.32	17	4.59
1:15	9	8	17	82	22.16	18	4.86
1:30	10	9	19	77	20.81	19	5.14
1:45	6	11	17	74	20.00	14	3.78
Total	132	136	268				
Pk Hr Total	52	55	107				

* 17 cars and 1 box truck in lot at 11:00 am.

*** 14 cars in lot at 2:00 pm.

** 1 of the outs in interval 1 (11:00-11:15) was the box truck

Query

Filter

DATA SOURCE:

Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE:



882

LAND USE GROUP:

(800-899) Retail

LAND USE :

882 - Marijuana Dispensary

LAND USE SUBCATEGORY:

All Sites

SETTING/LOCATION:

General Urban/Suburban

INDEPENDENT VARIABLE (IV):

1000 Sq. Ft. GFA

TIME PERIOD:

Weekday

TRIP TYPE:

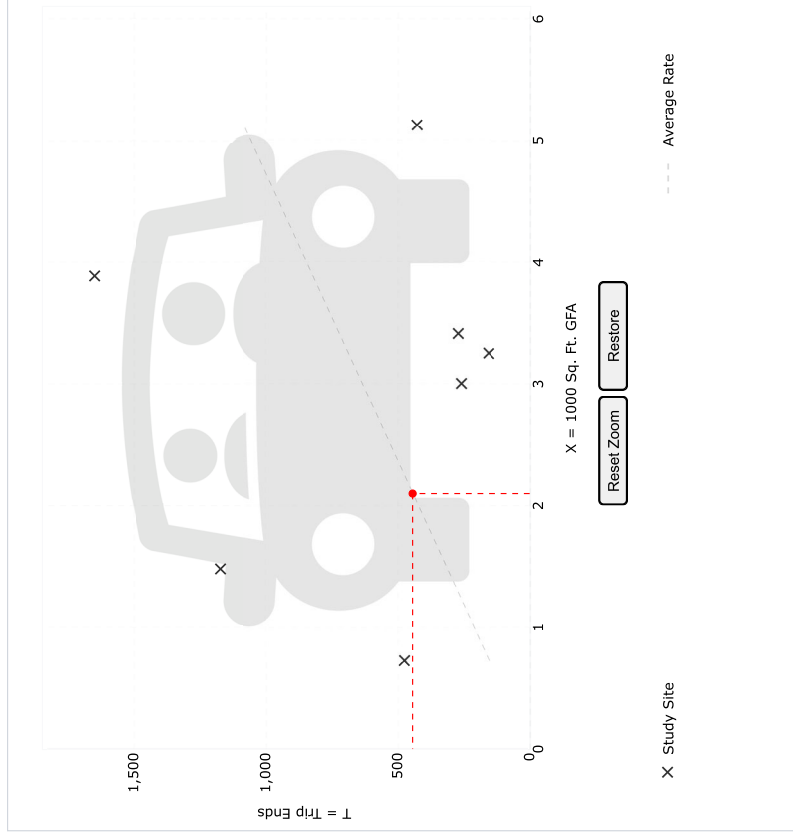
Vehicle

ENTER IV VALUE TO CALCULATE TRIPS:

2.1

Calculate

Data Plot and Equation



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use:

Marijuana Dispensary (882) [Click for Description and Data Plots](#)

Independent Variable:

1000 Sq. Ft. GFA

Time Period:

Weekday

Setting/Location:

General Urban/Suburban

Trip Type:

Vehicle

Number of Studies:

7

Avg. 1000 Sq. Ft. GFA:

3

Average Rate:

211.12

Range of Rates:

48.00 - 791.22

Standard Deviation:

246.90

Fitted Curve Equation:

Not Given

R²:

Directional Distribution:

50% entering, 50% exiting

Calculated Trip Ends:

Average Rate: 443 (Total), 222 (Entry), 221 (Exit)



Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 882

LAND USE GROUP: (800-899) Retail

LAND USE: 882 - Marijuana Dispensary

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GFA

TIME PERIOD: Saturday

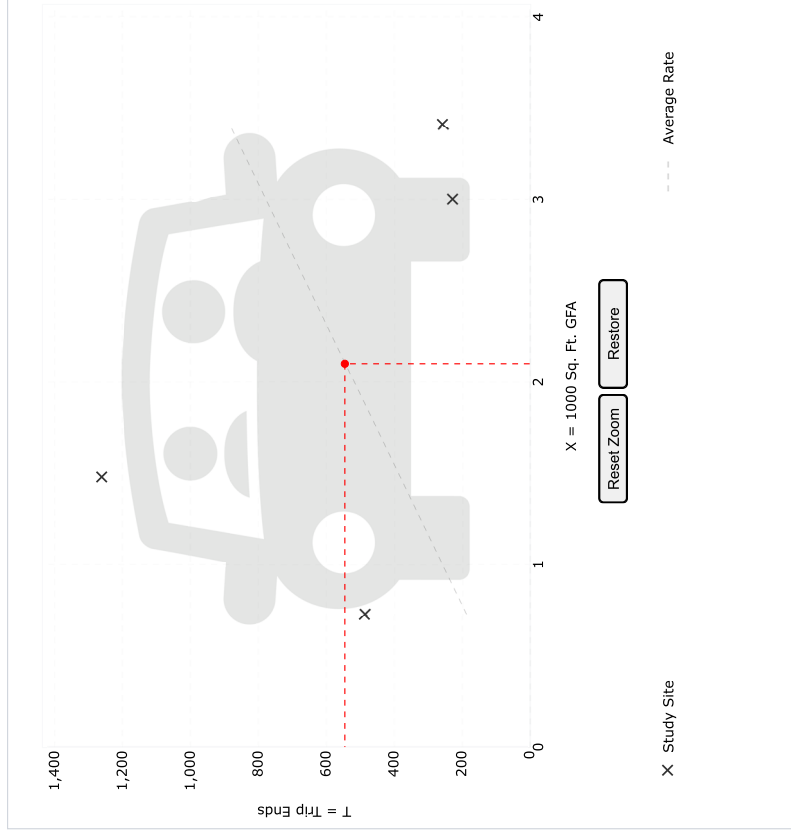
TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1

Calculate

Data Plot and Equation

Caution – Small Sample Size



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Marijuana Dispensary (882) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GFA

Time Period: Saturday

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 4

Avg. 1000 Sq. Ft. GFA: 2

Average Rate: 259.31

Range of Rates: 75.34 - 852.03

Standard Deviation: 364.24

Fitted Curve Equation: Not Given

R²: ****

Directional Distribution: 50% entering, 50% exiting

Calculated Trip Ends: Average Rate: 645 (Total), 272 (Entry), 273 (Exit)



Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 822

LAND USE GROUP: (800-899) Retail

LAND USE: 822 - Strip Retail Plaza (<40k)

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

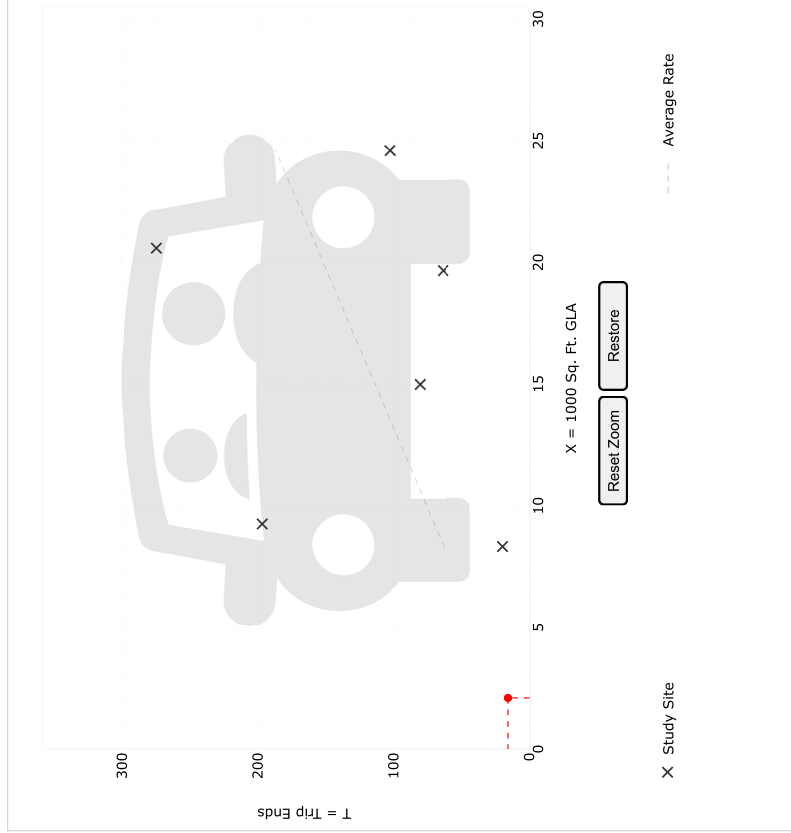
TIME PERIOD: Weekday, AM Peak Hour of Generator

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1

Calculate

Data Plot and Equation



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Strip Retail Plaza (<40k) (822) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Weekday
AM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 6

Avg. 1000 Sq. Ft. GLA: 16

Average Rate: 7.60

Range of Rates: 2.40 - 21.30

Standard Deviation: 6.45

Fitted Curve Equation: Not Given

R²: ****

Directional Distribution: 50% entering, 50% exiting

Calculated Trip Ends: Average Rate: 16 (Total), 8 (Entry), 8 (Exit)

Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 822

LAND USE GROUP: (800-899) Retail

LAND USE: 822 - Strip Retail Plaza (<40k)

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

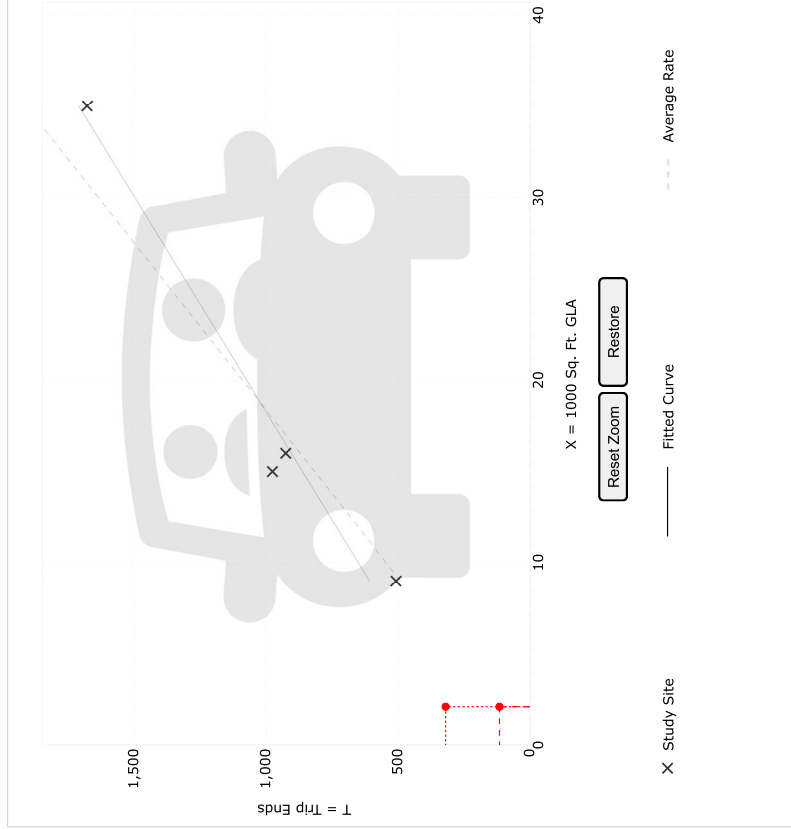
TIME PERIOD: Weekday

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1

Data Plot and Equation

Caution – Small Sample Size



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Strip Retail Plaza (<40k) (822) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Weekday

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 4

Avg. 1000 Sq. Ft. GLA: 19

Average Rate: 54.45

Range of Rates: 47.86 - 65.07

Standard Deviation: 7.81

Fitted Curve Equation: T = 42.20(X) + 229.68

R²: 0.96

Directional Distribution: 50% entering, 50% exiting

Calculated Trip Ends: Average Rate: 114 (Total), 57 (Entry), 57 (Exit)
Fitted Curve: 318 (Total), 159 (Entry), 159 (Exit)

Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 822

LAND USE GROUP: (800-899) Retail

LAND USE: 822 - Strip Retail Plaza (<40k)

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

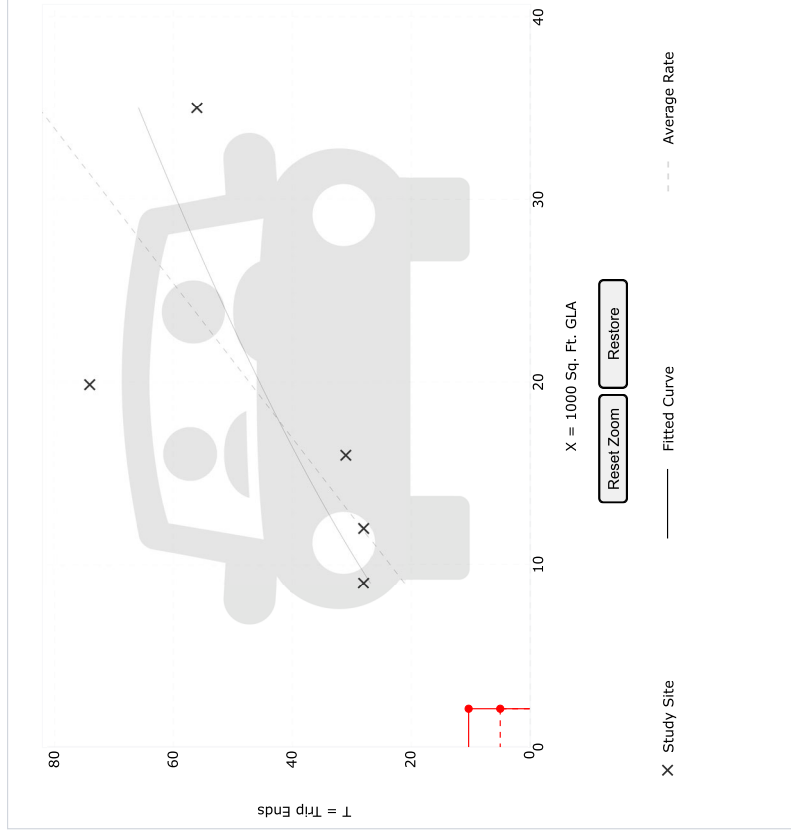
TIME PERIOD: Weekday, Peak Hour of Adjacent Street Traffic

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1

Data Plot and Equation

Caution - Small Sample Size



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Strip Retail Plaza (<40k) (822) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Weekday
Peak Hour of Adjacent Street Traffic
One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 5

Avg. 1000 Sq. Ft. GLA: 18

Average Rate: 2.36

Range of Rates: 1.80 - 3.73

Standard Deviation: 0.94

Fitted Curve Equation: $Ln(T) = 0.66 Ln(X) + 1.84$

R²: 0.57

Directional Distribution: 60% entering, 40% exiting

Calculated Trip Ends: Average Rate: 5 (Total), 3 (Entry), 2 (Exit)
Fitted Curve: 10 (Total), 6 (Entry), 4 (Exit)

Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 822

LAND USE GROUP: (800-899) Retail

LAND USE: 822 - Strip Retail Plaza (<40k)

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

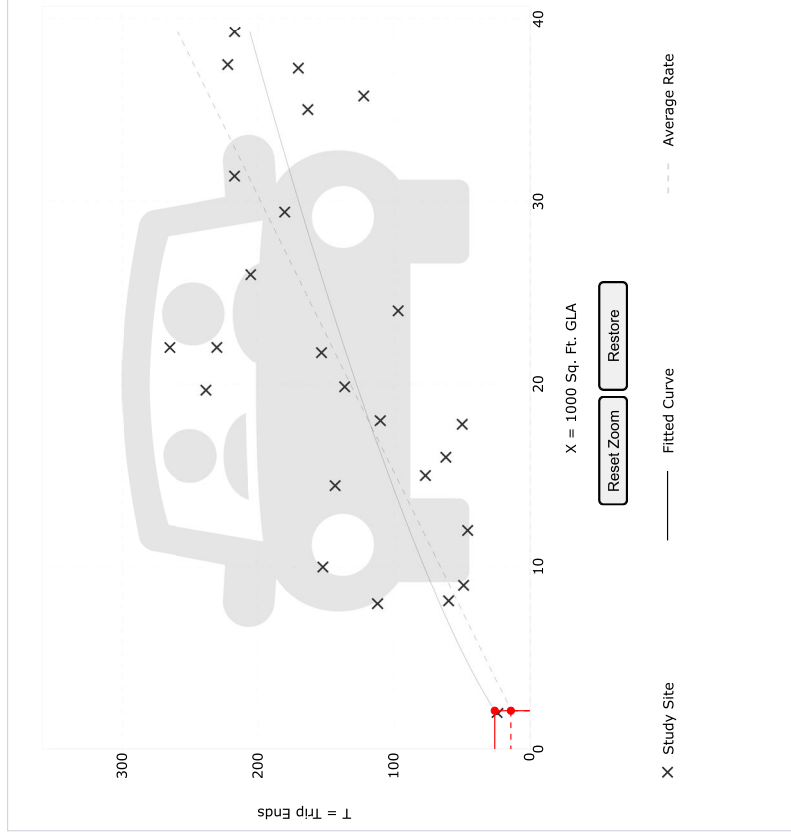
INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

TIME PERIOD: Weekday, Peak Hour of Adjacent Street Traffic

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1 Calculate

Data Plot and Equation



Use the mouse wheel to Zoom Out or Zoom In.
 Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Strip Retail Plaza (<40k) (822) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Weekday
 Peak Hour of Adjacent Street Traffic
 One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 25

Avg. 1000 Sq. Ft. GLA: 21

Average Rate: 6.59

Range of Rates: 2.81 - 15.20

Standard Deviation: 2.94

Fitted Curve Equation:
 $Ln(T) = 0.71 Ln(X) + 2.72$

R²: 0.56

Directional Distribution: 50% entering, 50% exiting

Calculated Trip Ends:
 Average Rate: 14 (Total), 7 (Entry), 7 (Exit)
 Fitted Curve: 26 (Total), 13 (Entry), 13 (Exit)



Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 822

LAND USE GROUP: (800-899) Retail

LAND USE: 822 - Strip Retail Plaza (<40k)

LAND USE SUBCATEGORY: All Sites

SETTING/LOCATION: General Urban/Suburban

INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

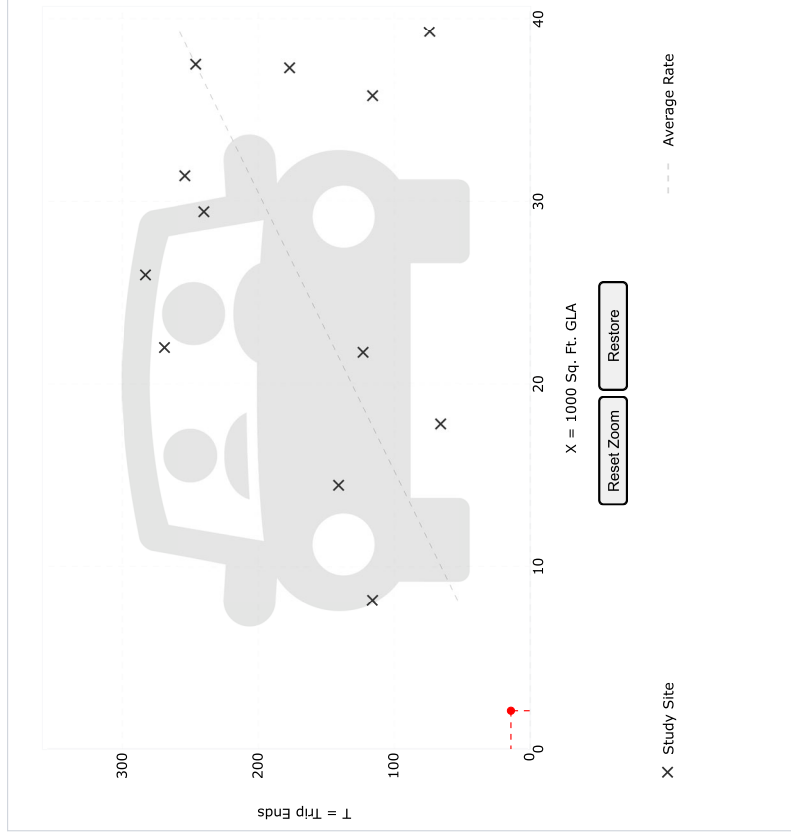
TIME PERIOD: Saturday, Peak Hour of Generator

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: 2.1

Calculate

Data Plot and Equation



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use: Strip Retail Plaza (<40k) (822) [Click for Description and Data Plots](#)

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Saturday

Peak Hour of Generator

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 12

Avg. 1000 Sq. Ft. GLA: 27

Average Rate: 6.57

Range of Rates: 1.88 - 14.23

Standard Deviation: 3.45

Fitted Curve Equation: Not Given

R²: ****

Directional Distribution: 51% entering, 49% exiting

Calculated Trip Ends: Average Rate: 14 (Total), 7 (Entry), 7 (Exit)

ITE Trip Rates

[821] Saturday Daily: 81.07

[821] Saturday Peak-Hour of Generator: 6.22

[822] Saturday Peak-Hour of Generator: 6.57

$$[822] \text{ Saturday Daily} = [822] \text{ Saturday PHG} \times \frac{[821] \text{ Saturday Daily}}{[821] \text{ Saturday PHG}}$$

$$[822] \text{ SAT} = 6.57 \times \frac{81.07}{6.22} = 85.63$$

85.63 x 2.1 ksf = 179.823 ~ 180 [50% enter/50% exit] = 90 enter/90 exit

Query

Filter

DATA SOURCE:
Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE:
821

LAND USE GROUP:
(800-899) Retail

LAND USE:
821 - Shopping Plaza (40-150k)

LAND USE SUBCATEGORY:
Supermarket - No

SETTING/LOCATION:
General Urban/Suburban

INDEPENDENT VARIABLE (IV):
1000 Sq. Ft. GLA

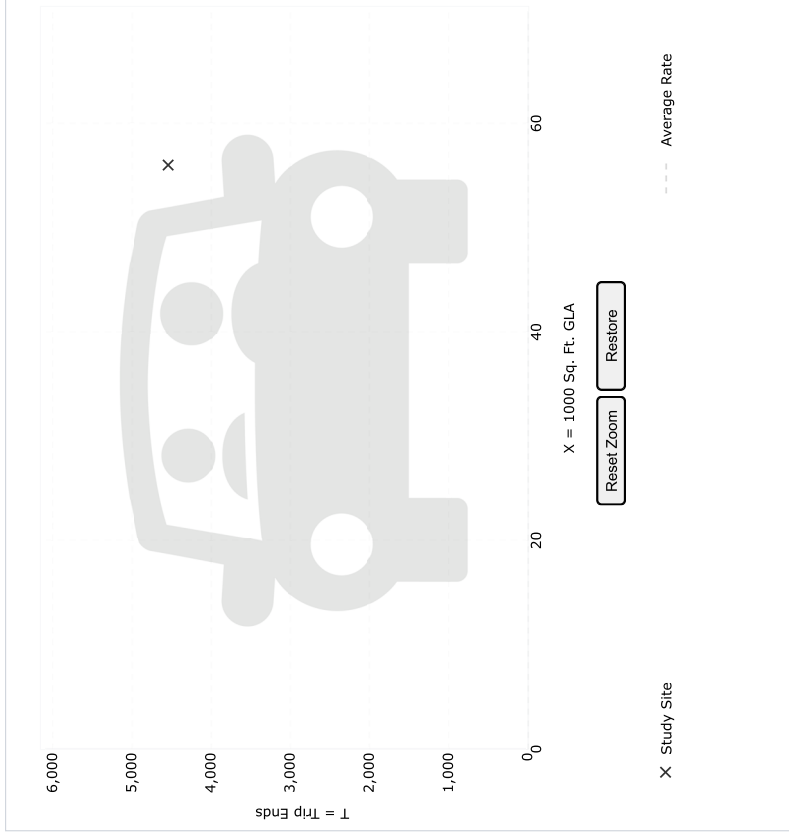
TIME PERIOD:
Saturday

TRIP TYPE:
Vehicle

ENTER IV VALUE TO CALCULATE TRIPS:
Calculate

Data Plot and Equation

Caution - Small Sample Size



Use the mouse wheel to Zoom Out or Zoom In.
Hover the mouse pointer on data points to view X and T values.

DATA STATISTICS

Land Use:
Shopping Plaza (40-150k) - Supermarket - No (821)
[Click for Description and Data Plots](#)

Independent Variable:
1000 Sq. Ft. GLA

Time Period:
Saturday

Setting/Location:
General Urban/Suburban

Trip Type:
Vehicle

Number of Studies:
1

Avg. 1000 Sq. Ft. GLA:
56

Average Rate:
81.07

Range of Rates:
81.07 - 81.07

Standard Deviation:

Fitted Curve Equation:
Not Given

R²:

Directional Distribution:
50% entering, 50% exiting



Query

Filter

DATA SOURCE: Trip Generation Manual, 11th Ed

SEARCH BY LAND USE CODE: 821

LAND USE GROUP: (800-899) Retail

LAND USE: 821 - Shopping Plaza (40-150k)

LAND USE SUBCATEGORY: Supermarket - No

SETTING/LOCATION: General Urban/Suburban

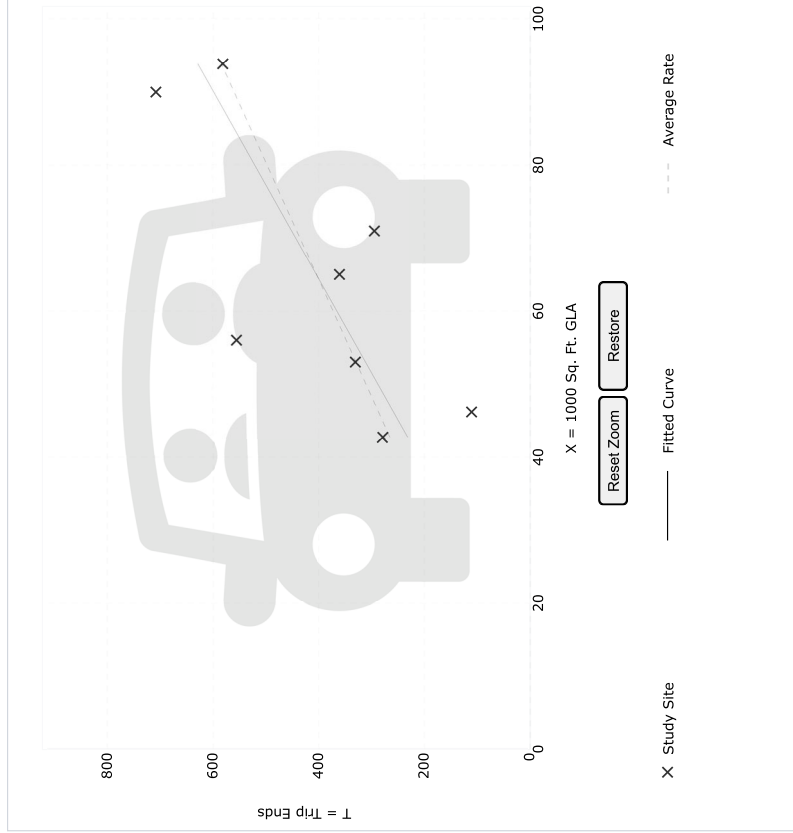
INDEPENDENT VARIABLE (IV): 1000 Sq. Ft. GLA

TIME PERIOD: Saturday, Peak Hour of Generator

TRIP TYPE: Vehicle

ENTER IV VALUE TO CALCULATE TRIPS: Calculate

Data Plot and Equation



DATA STATISTICS

Land Use: Shopping Plaza (40-150k) - Supermarket - No (821)
Click for Description and Data Plots

Independent Variable: 1000 Sq. Ft. GLA

Time Period: Saturday
Peak Hour of Generator

Setting/Location: General Urban/Suburban

Trip Type: Vehicle

Number of Studies: 8

Avg. 1000 Sq. Ft. GLA: 65

Average Rate: 6.22

Range of Rates: 2.38 - 9.91

Standard Deviation: 2.11

Fitted Curve Equation:
 $T = 7.75(X) - 98.93$
 $R^2: 0.58$

Directional Distribution: 52% entering, 48% exiting

Special Permit Application
476 Main Street
Bolton, MA

April 19th, 2023
United Cultivation, LLC

8.0 Attachments

Document ID	Title Emergency Procedures Plan	Print Date XX/XX/2022
Revision 0.0	Prepared By United Cultivation	Date Prepared
Regulation Standard: 935 CMR 500.000	Approved By Michael Spengler	Date Approved 05/XX/2022

Policy: It is the policy of United Cultivation that each and every employee of United Cultivation will be trained on Emergency & Incident Management protocols as part of our planned “new hire” training procedures.

Purpose: United Cultivation’s emergency procedure plan is designed to comply with the Occupational Safety and Health Administration’s (OSHA) Emergency Action Plan Standard, 29 CFR 1910.38, by preparing staff to identify, and properly and reasonably react to emergency situations. This plan is aimed to minimize exposure to injurious situations, injury or loss of human life and company assets. This shall be achieved by training employees, procuring and maintaining necessary equipment, and assigning responsibilities. This plan applies to all emergencies that may reasonably be expected to occur at our facility.

Scope: This procedure applies to all United Cultivation employees.

Responsibilities:

Definitions:

Procedure:

1.0 ASSIGNMENT OF RESPONSIBILITY

1.1 Emergency Plan Manager

- a. The Vice President of Operations will manage the Emergency Procedure Plan (Plan) for United Cultivation, or the designee will maintain all training records pertaining to this Plan.
- b. The Vice President of Operations is responsible for scheduling routine tests of United Cultivation emergency notification system with the appropriate authorities.
- c. The Vice President of Operations or designees acting as the Emergency Plan Manager shall also coordinate with local public resources, such as police department, fire department and emergency medical personnel, to ensure that they are prepared to respond as detailed in this plan.

1.2 Emergency Response Team - Plan Coordinators

- a. United Cultivation Emergency Team members:

- Michael Spengler; Cell: 978-866-1154
- Danielle Phaneuf; Cell: 978-201-0462
- Carolyn Spengler; Cell: 978-807-7295

- 1.3 The Emergency Team members are responsible for executing the procedures in this plan in the event of an emergency.
- 1.4 A list of staff members that are disabled or may otherwise be in need of assistance during an emergency event shall be identified and incorporated into the Plan.
- 1.5 The following individuals shall be responsible for assisting employees who have disabilities or may require assistance during an evacuation:

Person requiring assistance	Person requiring assistance phone	Assigned Assistant phone	Alternate Assistant Phone	Misc. Information
TBD				

2 MANAGEMENT

- 2.0 United Cultivation will provide suitable equipment and training with that equipment that, when used properly, will minimize or eliminate risk of injury to employees in the event an emergency arises.
- 2.1 United Cultivation will ensure proper adherence to this Plan through regular reviews and training.
- 2.2 United Cultivation will supplement this plan as we operate to incorporate OSHA requirements per our premises and operations.

3 SUPERVISORS, EMPLOYEES, AND CONTRACT EMPLOYEES

- 3.0 Supervisors shall follow and ensure that their employees shall follow the plan and are trained in the procedures outlined in this plan.
- 3.1 Employees are responsible for understanding and following the procedures described in this plan.
- 3.2 Contract employees are responsible for complying with the plan and shall be provided the training described herein by the CEO or designee.

4 PLAN IMPLEMENTATION

- 4.0 Reporting Fire and other Emergency Situations
- a. All fires and emergency situations will be reported immediately to the appropriate emergency response personnel by dialing 911.
 - b. After reporting the emergency to the 911 call center, the CEO or the Vice

President of Operations must be notified by one of the following means:

- verbally as soon as possible;
- by telephone; or
- any other means Emergency Numbers
 - Fire: 911
 - Police: 911
 - Ambulance/EMS: 911

- c. No employee shall attempt to fight a fire that has passed the initial stage (that which can be put out with a fire extinguisher).
- d. No employee will attempt to enter a burning structure or building to conduct search and rescue.
- e. These procedures shall be left to emergency services professionals who have the necessary training, equipment, and experience (such as the fire department or emergency medical professionals).

4.1 **INFORMING UNITED CULTIVATION STAFF OF FIRES AND EMERGENCY SITUATIONS**

- 4.2 In the event of a fire or emergency situation, the Vice President of Operations will ensure that all employees are notified as soon as possible using the alarm system, portable radios and intercom systems.
- 4.3 The Vice President of Operations will provide special instructions to all employees to gather at the emergency assembly area to ensure that all employees are accounted for, and that this information can be relayed to Emergency Responders.
- 4.4 If a fire or emergency situation occurs after normal business hours, the Vice President of Operations or their designee shall contact all employees not on shift of future work status.

5 **CORPORATE NOTIFICATION**

- 5.0 The Vice President of Operations will as soon as reasonably possible, contact the executive management team with information pertaining to the incident including but not limited to, employee injuries and/or loss of life, property damages, theft, or product losses and if media coverage of the situation is expected.

6 **EVACUATION ROUTES**

- 6.0 Emergency evacuation escape route plans are posted in designated areas throughout United Cultivation premises.
- 6.1 In the event that a fire/emergency alarm is sounded or instructions for evacuation are given, all employees (except those noted in Part III.F of this plan) shall immediately exit the premises at the nearest exits as shown in the escape route plans and shall meet as soon as possible at the Designated Assembly Area.
- 6.2 Employees leaving enclosed areas will close the doors (unlocked) as they exit the area.

6.3 Mobility impaired employees and their assigned assistants will gather at the designated area within the premises to ensure safe evacuation in the pre-determined fashion.

7 SECURING PROPERTY AND EQUIPMENT

7.0 If evacuation of the premises is necessary, some items may need to be secured to prevent further detriment to the structure, offices, vault and building and personnel on hand such as securing confidential/irreplaceable records or securing regulated products.

7.1 Only select personnel and management will be allowed to remain on the premises for a prescribed amount of time to secure the property and equipment to which they have been assigned.

7.2 The personnel will be selected as the site is staffed appropriately.

7.3 All individuals remaining behind to shut down critical systems or utilities shall be capable of recognizing when to abandon the operation or task.

7.4 The individuals shall exit the premises once the Company property and/or equipment has been secured, or the situation becomes too dangerous to remain, these individuals shall exit the premises by the nearest escape route as soon as possible and meet the remainder of the employees at the designated assembly area.

8 ADVANCED MEDICAL CARE

8.0 Under no circumstances shall an employee provide advanced medical care and treatment unless properly trained to do so.

8.1 These situations shall be left to emergency services professionals, who have the necessary training, equipment, and experience.

8.2 Untrained individuals may endanger themselves and/or those they are trying to assist.

9 ACCOUNTING FOR EMPLOYEES/VISITORS AFTER EVACUATION

9.0 Once an evacuation has occurred, the Vice President of Operations or designated managers shall account for each employee/visitor assigned to them at the designated assembly area.

9.1 Each employee is responsible for reporting to the Vice President of Operations or designee, so an accurate head count can be made.

9.2 All employee counts shall then be reported to the CEO or designee as soon as practicable.

10 RE-ENTRY

10.0 Once the premises has been evacuated, no one shall re-enter the building for any reason, except for designated and properly trained rescue personnel (such as fire department or emergency medical professionals).

10.1 All employees shall remain at the designated assembly area until the fire department or other emergency response agency notifies the CEO, CEO or COO or designee that

either:

- a. The premises is safe for re-entry, in which case personnel shall return; or
- b. The premises, building area is not safe, in which case personnel shall be instructed by CEO or designee on how/when to vacate the premises.

11 SHELTERING IN PLACE

- 11.0 In the event that chemical, biological, or radiological contaminants are released into the environment in such quantity, the Vice President of Operations or designee will announce "Shelter in Place" status.
- 11.1 The Vice President of Operations or designee will immediately close and secure the premises.
- 11.2 Employees, or visitors will be advised to stay on the premises for their safety.
- 11.3 Unless there is an imminent threat, employees and visitors will call their emergency contacts to alert them as to where they are and that they are safe.
- 11.4 The Vice President of Operations or designee shall turn on call-forwarding or alternative telephone answering systems or services.
- 11.5 The recording for voicemail or automated attendant shall be changed to indicate that the business is closed, and that staff and visitors will be remaining in the building until authorities advise that it is safe to leave.
- 11.6 The Vice President of Operations or designee shall quickly lock exterior doors of greenhouses, buildings, air vents, and fire dampers, as applicable. Responsible person(s) familiar with the exhaust systems, dehumidifiers shall turn off, seal, or disable all fans and heating and air conditioning systems especially those systems that automatically provide for exchange of inside air with outside air. If there is a danger of explosion, the Vice President of Operations or designee shall maintain the greenhouses, buildings, and structures as appropriate.
- 11.7 The Vice President of Operations or designee shall gather essential disaster supplies:
 - a. Bottled water
 - b. Battery powered radios
 - c. First-aid supplies
 - d. Flashlights
 - e. Batteries
 - f. Duct Tape
 - g. Plastic Sheeting
 - h. Plastic Garbage Bags
- 11.8 Shelter in Place locations shall be determined by factors specific to the premises. All employees and visitors shall move immediately to the Shelter in Place Location(s) within the premises.

- 11.9 The Vice President of Operations or designee shall write down the names of everyone in the room/area and call the designated emergency contact outside of the building to report who is in the room/area, and their affiliations with United Cultivation (employee, visitor, and client).
- 11.10 The Vice President of Operations or their designee shall monitor telephone, radio, and television and internet reports for further instructions from authorities to determine when it is safe to leave the premises.
- 11.11 The Vice President of Operations designee shall remain in communication with the designated emergency contact and provide situation reports, at minimum, of thirty (30) minute intervals.

12 SEVERE WEATHER

- 12.0 The Vice President of Operations or designee shall announce severe weather alerts (such as tornadoes) by public address system or other means of immediate notification available. All employees shall immediately retreat to the Shelter in Place location until the threat of severe weather has passed as communicated by the Operations Director or designee.

13 ROBBERY

- 13.0 Any United Cultivation staff member who is confronted by an individual(s) that communicates to them by force or the threat of force their intent to take property shall;
- a. Cooperate with the Robber
 - b. Give them exactly what they want
 - c. Weapons or implied weapons should be treated as real and loaded
 - d. Do not make loud noises or sudden moves
 - e. Try to alert other employees
 - f. Activate silent "holdup" alarm (only if activation of the alarm will not be noticed by the robber)
 - g. Carefully observe the robber, make eye contact and mental notes on appearance
 - h. Look for accomplices
 - i. Make mental notes of weapon- type, size and size
 - j. Observe and identify vehicle and direction of travel
 - Color
 - Make
 - Model
 - Old or New
 - License Plate (State, Color, Number)

- Unusual characteristics, bumper stickers, or body damage

13.1 After a robbery or attempted robbery, and after the individual(s) has exited the premises:

a. The Operations Director or their designee shall immediately call 911, even if the silent holdup alarm has been activated, and notify the 911 operator that:

- A robbery has occurred (give 911 the address)
- Identify yourself by full name
- Stay on the phone
- Answer questions about the robbery
- Try to give as many details as possible
- Give the description of the robbers
- Give a description of the weapon
- Let the 911 operator know if anyone has injuries
- Let the 911 operator know if the robbers are still on the premises and if not, how long ago was the robbery or attempt of robbery
- Give a description of the vehicle
- Alert the 911 operator to the direction the robbers proceeded.

14 TRAINING

14.0 Employee Training

a. All employees shall receive instruction on this Emergency Procedure Plan as part of New Employee Orientation upon hire.

b. Additional training shall be provided:

- When there are any changes to the emergency procedure plan or changes to the premises
- When an employee's responsibility that is responsible for actions regarding this plan change
- Annually as a refresher to all employees

14.1 Fire/Evacuation Drills

a. Fire/Evacuation drills shall be conducted at least annually and shall be conducted in coordination with local police and fire departments. Additional drills shall be conducted if physical properties of the premises change, processes change, or as otherwise deemed necessary.

14.2 Training Records

- a. The Director of Human Resources shall document all training pertaining to this plan and shall maintain digital and paper copies for at least 7 years.

15 PLAN EVALUATION

15.0 This Plan shall be reviewed by the Vice President of Operations or designee annually, or as needed, if changes to the premises are made.

15.1 Following each fire drill, the Vice President of Operations or designee shall evaluate the drill for effectiveness and weaknesses in the plan and shall implement changes to improve it.

Forms:

- Appendix A - Emergency Action Plan Checklist

References:

A. 935 CMR 500.000: ADULT USE OF MARIJUANA.

Obtaining Copies of the Adult Use of Marijuana Code

Adult Use Marijuana Code can be found at

<https://mass-cannabis-control.com/wp-content/uploads/2018/11/935cmr500.pdf>

Revision History:

Revision	Date	Description of changes	Requested By
0.0	00/00/0000	Initial SOP Release	

Appendix A - Emergency Action Plan Checklist
Courtesy of the Occupational Safety and Health Administration (OSHA)

General Issues	
	<p>Does the plan consider all natural or man-made emergencies that could disrupt your workplace?</p> <p>Common sources of emergencies identified in emergency procedure plans include - fires, explosions, floods, hurricanes, tornadoes, toxic material releases, radiological and biological accidents, civil disturbances, and workplace violence.</p>
	<p>Does the plan consider all potential internal sources of emergencies that could disrupt your workplace?</p> <p>Conduct a hazard assessment of the workplace to identify any physical or chemical hazards that may exist and could cause an emergency.</p>
	<p>Does the plan consider the impact of these internal and external emergencies on the workplace's operations and is the response tailored to the workplace?</p> <p>Brainstorm worst-case scenarios asking yourself what you would do and what would be the likely impact on your operation and devise appropriate responses.</p>
	<p>Does the plan contain a list of key personnel with contact information as well as contact information for local emergency responders, agencies and contractors?</p> <p>Keep your list of key contacts current and make provisions for an emergency communications system such as a cellular phone, a portable radio unit, or other means so that contact with local law enforcement, the fire department, and others can be swift.</p>
	<p>Does the plan contain the names, titles, departments, and telephone numbers of individuals to contact for additional information or an explanation of duties and responsibilities under the plan?</p> <p>List names and contact information for individuals responsible for implementation of the plan.</p>
	<p>Does the plan address how rescue operations will be performed?</p> <p>Unless you are a large employer handling hazardous materials and processes or have employees regularly working in hazardous situations, you will probably choose to rely on local public resources, such as the fire department, who are trained, equipped, and certified to conduct rescues. Make sure any external department or agency identified in your plan is prepared to respond as outlined in your plan. Untrained individuals may endanger themselves and those they are trying to rescue.</p>
	<p>Does the plan address how medical assistance will be provided?</p> <p>Most small employers do not have a formal internal medical program and make arrangements with medical clinics or facilities close by to handle emergency. If an infirmary, clinic, or hospital is not close to your workplace, ensure that onsite person(s) have adequate training in first aid. The American Red Cross, some insurance providers, local safety councils, fire departments, or other resources may be able to provide this training. Treatment of a serious injury should begin within 3 to 4</p>

		<p>minutes of the accident.</p> <p>Consult with a physician to order appropriate first-aid supplies for emergencies. Establish a relationship with a local ambulance service so transportation is readily available for emergencies.</p>
	Does the plan identify how or where personal information on employees can be obtained in an emergency?	In the event of an emergency, it could be important to have ready access to important personal information about your employees. This includes their home telephone numbers, the names and telephone numbers of their next of kin, and medical information.
	Does the plan identify the conditions under which an evacuation would be necessary?	The plan should identify the different types of situations that will require an evacuation of the workplace. This might include a fire, earthquake, or chemical spill. The extent of evacuation may be different for different types of hazards.
	Does the plan identify a clear chain of command and designate a person authorized to order an evacuation or shutdown of operations?	It is common practice to select a responsible individual to lead and coordinate your emergency plan and evacuation. It is critical that employees know who the coordinator is and understand that this person has the authority to make decisions during emergencies. The coordinator should be responsible for assessing the situation to determine whether an emergency exists requiring activation of the emergency procedures, overseeing emergency procedures, notifying and coordinating with outside emergency services, and directing shutdown of utilities or plant operations if necessary.
	Does the plan address the types of Procedures expected of different employees for the various types of potential emergencies?	The plan may specify different Procedures for employees depending on the emergency. For example, employers may want to have employees assemble in one area of the workplace if it is threatened by a tornado or earthquake but evacuate to an exterior location during a fire.
	Does the plan designate who, if anyone will stay to shut down critical operations during an evacuation?	You may want to include in your plan locations where utilities (such as electrical and gas utilities) can be shut down for all or part of the facility. All individuals remaining behind to shut down critical systems or utilities must be capable of recognizing when to abandon the operation or task and evacuate themselves.
	Does the plan outline specific evacuation routes and exits and are these posted in the workplace where they are easily accessible to all employees?	Most employers create maps from floor diagrams with arrows that designate the exit route assignments. These maps should include locations of exits, assembly points and equipment (such as fire extinguishers, first aid kits, spill kits) that may be needed in an emergency. Exit routes should be clearly marked and well lit, wide enough to accommodate the number of evacuating personnel, unobstructed and clear of debris at all times, and unlikely to expose evacuating personnel to additional hazards.

	Does the plan address procedures for assisting people during evacuations, particularly those with disabilities or who do not speak English?	Many employers designate individuals as evacuation wardens to help move employees from danger to safe areas during an emergency. Generally, one warden for every 20 employees should be adequate, and the appropriate number of wardens should be available at all times during working hours. Wardens may be responsible for checking offices and bathrooms before being the last person to exit an area as well as ensuring that fire doors are closed when exiting. Employees designated to assist in emergency evacuation procedures should be trained in the complete workplace layout and various
		alternative escape routes. Employees designated to assist in emergencies should be made aware of employees with special needs (who may require extra assistance during an evacuation), how to use the buddy system, and any hazardous areas to avoid during an emergency evacuation.
	Does the plan identify one or more assembly areas (as necessary for different types of emergencies) where employees will gather and a method for accounting for all employees?	Accounting for all employees following an evacuation is critical. Confusion in the assembly areas can lead to delays in rescuing anyone trapped in the building, or unnecessary and dangerous search-and-rescue operations. To ensure the fastest, most accurate accounting of your employees, consider taking a head count after the evacuation. The names and last known locations of anyone not accounted for should be passed on to the official in charge.
	Does the plan address how visitors will be assisted in evacuation and accounted for?	Some employers have all visitors and contractors sign in when entering the workplace. The hosts and/or area wardens, if established, are often tasked with assisting these individuals evacuate safely.
Reporting Emergencies and Alerting Employees in an Emergency		
	Does the plan identify a preferred method for reporting fires and other emergencies?	Dialing 911 is a common method for reporting emergencies if external responders are utilized. Internal numbers may be used. Internal numbers are sometimes connected to intercom systems so that coded announcements may be made. In some cases, employees are requested to activate manual pull stations or other alarm systems.
	Does the plan describe the method to be used to alert employees, including disabled workers, to evacuate or take other Procedure?	Make sure alarms are distinctive and recognized by all employees as a signal to evacuate the work area or perform other Procedures identified in your plan. Sequences of horn blows or different types of alarms (bells, horns, etc.) can be used to signal different responses or Procedures from employees. Consider making available an emergency communications system, such as a public-address system, for broadcasting emergency information to employees. Ideally alarms will be able to be heard, seen, or otherwise perceived by everyone in the workplace including those that may be blind or deaf. Otherwise wardens or others must be tasked with ensuring all employees are notified. You might want to consider providing an auxiliary power

		supply in the event of an electrical failure.
Employee Training and Drills		
	Does the plan identify how and when employees will be trained so that they understand the types of emergencies that may occur, their responsibilities, and Procedures as outlined in the plan?	<p>Training should be offered to employees when you develop your initial plan and when new employees are hired. Employees should be retrained when your plan changes due to a change in the layout or design of the facility, when new equipment, hazardous materials, or processes are introduced that affect evacuation routes, or when new types of hazards are introduced that require special Procedures. General training for your employees should address the following:</p> <ul style="list-style-type: none"> • individual roles and responsibilities; • threats, hazards, and protective Procedures; • notification, warning, and communications procedures; • emergency response procedures; • evacuation, shelter, and accountability procedures; • location and use of common emergency equipment; and • emergency shutdown procedures. <p>You may also need to provide additional training to your employees (i.e. first aid procedures, portable fire extinguisher use, etc.) depending on the responsibilities allocated employees in your plan.</p>
	Does the plan address how and when retraining will be conducted?	If training is not reinforced it will be forgotten. Consider retraining employees annually.
	Does the plan address if and how often drills will be conducted?	Once you have reviewed your emergency Procedure plan with your employees and everyone has had the proper training, it is a good idea to hold practice drills as often as necessary to keep employees prepared. Include outside resources such as fire and police departments when possible. After each drill, gather management and employees to evaluate the effectiveness of the drill. Identify the strengths and weaknesses of your plan and work to improve it.



Cannabis Control Commission > [My Licenses](#) > [Marijuana Retailer](#) > Marijuana Retailer - New Application

Application #: MRN284774

You have submitted the application below on 1-30-2023. The licensing process may take several weeks or longer. You will be notified via email of any changes to the status of your application. Please print this page or save a screenshot for your records.

Payment Information

Amount Due: \$1,500.00

Amount Paid: \$1,500.00

Remaining Amount: \$0.00

About the Marijuana Establishment

Business Legal Name: UC Retail, LLC

Federal Tax Identification Number EIN/TIN: 87-2349254

Phone Number: 978-866-1154

Email Address: mike@unitedcult.com

Business Address 1: 476 Main Street

Business Address 2:

Business City: Bolton

Business State: MA

Business Zip Code: 01740

Mailing Address 1: 601 Fitchburg State Road

Mailing Address 2:

Mailing City: Ashby

Mailing State: MA

Mailing Zip Code: 01431

Certified Disadvantaged Business Enterprises (DBEs)

Certified Disadvantaged Business Enterprises (DBEs): Not a DBE

DBE Documentation

Applicants who identified as a Minority-, Women-, or Veteran-Owned Business above may qualify for expedited review of this license application. In order to qualify, additional steps are required:

- *(1) Upload a completed DBE attestation form (available on the Commission's website) and provide proof that you have signed up for the MA Supplier Diversity Office's Free Business*

Class or

- (2) Provide documentation that your business has been certified as Minority-, Women-, or Veteran-Owned Business by the MA Supplier Diversity Office or other agency equivalent.

Please note that certification will be verified prior to licensure.

Priority Applicant

Priority Applicant: No

Priority Applicant Type: Not a Priority Applicant

Economic Empowerment Applicant Certification Number:

RMD Priority Certification Number:

RMD Information

Name of RMD:

Department of Public Health RMD Registration Number:

Operational and Registration Status:

Certificate of Registration

Upload a scanned copy of your current Certificate of Registration (Provisional or Final) from the Department of Public Health

To your knowledge, is the existing RMD certificate of registration in good standing?:

If no, describe the circumstances below:

Persons with Direct or Indirect Authority

Person with Direct or Indirect Authority 1

Percentage Of Ownership: 15.84	Percentage Of Control: 15.83
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Role: Owner / Partner	Other Role:
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First Name: Michael	Middle Name: David	Last Name: Spengler	Suffix:	Former Last Name:
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Alias - 1:	Alias - 2:	Alias - 3:
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Phone: 978-866-1154 Email: mike@unitedcult.com

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Gender: Male User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity:

Person with Direct or Indirect Authority 2

Percentage Of Ownership: 15.83 Percentage Of Control: 15.83

Role: Owner / Partner Other Role:

First Name: Carolyn Middle Name: Rose Last Name: Spengler Suffix: Former Last Name: Gaffney

Alias - 1: Alias - 2: Alias - 3:

Phone: 978-807-7295 Email: carolyn@unitedcult.com

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Gender: Female User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity:

Person with Direct or Indirect Authority 3

Percentage Of Ownership: 31.67 Percentage Of Control: 31.67

Role: Owner / Partner Other Role:

First Name: Danielle Middle Name: Arian Last Name: Phaneuf Suffix: Former Last Name: Lambert

Alias - 1: Alias - 2: Alias - 3:

Phone: 978-201-0462 Email: danielle@unitedcult.com

Primary Address 1: 60 Amelia Way Primary Address 2:

City: Groton State: MA Zip Code: 01450

Gender: Female User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French)

Specify Race or Ethnicity:

Person with Direct or Indirect Authority 4

Percentage Of Ownership: 15 Percentage Of Control: 15

Role: Owner / Partner Other Role:

First Name: Kerstin Middle Name: Annette Last Name: Phaneuf Suffix: Former Last Name: Roesler

Alias - 1: Alias - 2: Alias - 3:

Phone: 978-265-0534 Email: kastinephaneuf3@gmail.com

Primary Address 1: 23 State Road Primary Address 2:

City: Stow State: MA Zip Code: 01775

Gender: Female User Defined Gender:

What is this person's race or ethnicity?: White (German, Irish, English, Italian, Polish, French), Decline to Answer

Specify Race or Ethnicity:

Entities with Direct or Indirect Authority

Entity with Direct or Indirect Authority 1

Percentage of Ownership: 100 Percentage of Control: 100

Entity Legal Name: United Cultivation, LLC Entity DBA: DBA City: Ashby

Entity Description: United Cultivation, LLC is the parent company to UC Retail, LLC

Foreign Subsidiary Narrative:

Entity Phone: 978-866-1154 Entity Email: mike@unitedcult.com Entity Website: www.unitedcult.com

Entity Address 1: 601 Fitchburg State Road Entity Address 2:

Entity City: Ashby Entity State: MA Entity Zip Code: 01431

Entity Mailing Address 1: 601 Fitchburg State Road Entity Mailing Address 2:

Entity Mailing City: Ashby Entity Mailing State: MA Entity Mailing Zip Code: 01431

Relationship Description: United Cultivation, LLC is the parent company of UC Retail, LLC. They own 100% of UC Retail, LLC.

Close Associates and Members

No entries were provided for this section.

Capital Resources - Individuals

No entries were provided for this section.

Capital Resources Documentation - Individuals

Amounts and Sources of Capital Documentation

Documentation detailing the amounts and sources of capital resources available to the applicant from any entity that will be contributing capital resources to the applicant for purposes of establishing or operating the identified Marijuana Establishment for each license applied for.

Capital Resources - Entities

Entity Contributing Capital 1

Entity Legal Name: United Cultivation, LLC Entity DBA:

Email: mike@unitedcultivation.com Phone: 978-866-1154

Address 1: 601 Fitchburg State Road Address 2:

City: Ashby State: MA Zip Code: 01431

Types of Capital: Monetary/Equity	Other Type of Capital:	Total Value of Capital Provided: \$200,000.00	Percentage of Initial Capital: 100
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Capital Attestation: Yes

Capital Resources Documentation - Entity

Amounts and Sources of Capital Documentation



Document Name: United Cultivation August 2022 Operating Account Bank Statement.pdf
 Document Category: Existence of Capital Verification
 Upload Date: 9/29/22

Business Interests in other States or Countries

No entries were provided for this section.

Business Interest Documentation

Supporting Document

Disclosure of Individual Interests

Individual 1

First Name: Michael Middle Name: D Last Name: Spengler Suffix: Former Last Name:

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01431

Marijuana Establishment Name: UC Product Manufacturing, LLC (MP281666) Business Type: Marijuana Product Manufacture

Marijuana Establishment City: Ashby Marijuana Establishment State: MA

Individual 2

First Name: Michael Middle Name: D Last Name: Spengler Suffix: Former Last Name:

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment Name: UC Cultivation, LLC Business Type: Marijuana Cultivator

(Outdoor - MC282106 & Indoor - MC283608)

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 3

First Name: Michael Middle Name: D Last Name: Spengler Suffix: Former Last Name:

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment Name: UC Retail, LLC Business Type: Marijuana Retailer

Marijuana Establishment City: Ashby (MR282633) and Groton (MR284616) Marijuana Establishment State: MA

Individual 4

First Name: Carolyn Middle Name: R Last Name: Spengler Suffix: Former Last Name: Gaffney

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment Name: UC Cultivation, LLC (Outdoor - MC282106 & Indoor - MC283608) Business Type: Marijuana Cultivator

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 5

First Name: Carolyn Middle Name: R Last Name: Spengler Suffix: Former Last Name: Gaffney

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment
Name: UC Retail, LLC

Business Type: Marijuana
Retailer

Marijuana Establishment
City: Ashby (MR282633) and
Groton (MR284616)

Marijuana
Establishment
State: MA

Individual 6

First Name: Carolyn Middle Name: R Last Name: Spengler Suffix: Former Last Name: Gaffney

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 51 Duck Pond Drive Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment
Name: UC Product
Manufacturing, LLC (MP281666)

Business Type: Marijuana
Product Manufacture

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 7

First Name: Danielle Middle Name: A Last Name: Phaneuf Suffix: Former Last Name: Lambert

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 60 Amelia Way Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment
Name: UC Cultivation, LLC
(Outdoor - MC282106 & Indoor -
MC283608)

Business Type: Marijuana
Cultivator

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 8

First Name: Danielle Middle Name: A Last Name: Phaneuf Suffix: Former Last Name: Lambert

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 60 Amelia Way Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment
Name: UC Retail, LLC

Business Type: Marijuana
Retailer

Marijuana Establishment
City: Ashby (MR282633) and
Groton (MR284616)

Marijuana
Establishment
State: MA

Individual 9

First Name: Danielle Middle Name: A Last Name: Phaneuf Suffix: Former Last
Name: Lambert

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 60 Amelia Way Primary Address 2:

City: Groton State: MA Zip Code: 01450

Marijuana Establishment
Name: UC Product
Manufacturing, LLC (MP281666)

Business Type: Marijuana
Product Manufacture

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 10

First Name: Kerstin Middle Name: A Last Name: Phaneuf Suffix: Former Last
Name: Roesler

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 23 State Road Primary Address 2:

City: Stow State: MA Zip Code: 01775

Marijuana Establishment
Name: UC Cultivation, LLC
(Outdoor - MC282106 & Indoor -
MC283608)

Business Type: Marijuana
Cultivator

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual 11

First Name: Kerstin Middle Name: A Last Name: Phaneuf Suffix: Former Last
Name: Roesler

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 23 State Road Primary Address 2:

City: Stow State: MA Zip Code: 01775

Marijuana Establishment
Name: UC Retail, LLC

Business Type: Marijuana
Retailer

Marijuana Establishment
City: Ashby (MR282633) and
Groton (MR284616)

Marijuana
Establishment
State: MA

Individual 12

First Name: Kerstin Middle Name: A Last Name: Phaneuf Suffix: Former Last
Name: Roesler

Alias - 1: Alias - 2: Alias - 3:

Primary Address 1: 23 State Road Primary Address 2:

City: Stow State: MA Zip Code: 01775

Marijuana Establishment
Name: UC Product
Manufacturing, LLC (MP281666)

Business Type: Marijuana
Product Manufacture

Marijuana Establishment
City: Ashby

Marijuana
Establishment
State: MA

Individual Interest Documentation

Supporting Documents



Document Name: United Cultivation LLC Cap Table 2.10.21.pdf

Document Category: Individual Interest Documentation

Upload Date: 12/15/22

Marijuana Establishment Property Details

Establishment Address 1: 476 Main Street

Establishment Address 2:

Establishment Establishment Zip
City: Bolton Code: 01740

Approximate square footage of
the establishment: 2000 How many abutters does this
property have?: 9

Have all property abutters been notified of the intent to open a Marijuana Establishment at this address?: Yes

Bond or Escrow Documentation

Documentation of a bond or other resources held in an escrow account in an amount sufficient to adequately support the dismantling and winding down of the Marijuana Establishment



Document Name: UC Retail Surety Bond Info 1.19.23.pdf

Document Category: Documentation of Bond

Upload Date: 1/23/23

Property Interest Documentation

Documentation of a property interest in the proposed address. Interest may be demonstrated by one of the following:

- *Clear legal title to the proposed site;*
- *An option to purchase the proposed site;*
- *A legally enforceable agreement to give such title; or*
- *Binding permission to use the premises.*



Document Name: 476 Main Street Bolton Lease UC Retail LLC Signed & Dated.pdf

Document Category: Permission to Use Premises

Upload Date: 12/15/22

Host Community Information

Host Community Documentation

Please upload the required documentation below



Document Name: United Cultivation Host Community Zoning Compliance Bolton.pdf
Document Category: Plan to Remain Compliant with Local Zoning
Upload Date: 9/29/22



Document Name: COM Acknowledgement Package.pdf
Document Category: Community Outreach Meeting Documentation
Upload Date: 9/29/22



Document Name: Bolton HCA Certification Form.pdf
Document Category: Certification of Host Community Agreement
Upload Date: 12/15/22

Plan for Positive Impact

Plan to Positively Impact Areas of Disproportionate Impact

Upload narrative



Document Name: United Cultivation Positive Impact Plan Verification Letter.pdf
Document Category: Other
Upload Date: 9/29/22



Document Name: United Cultivation Positive Impact Plan Revised 4.21.22.pdf
Document Category: Plan for Positive Impact
Upload Date: 12/15/22

Individual Background Information

Individual Background Information 1

Role: Owner / Partner

Other Role:

First Name: Michael

Middle Name: David

Last Name: Spengler

Suffix:

Former Last Name:

Alias 1:

Alias 2:

Alias 3:

Phone: 978-866-1154

Email: mike@unitedcult.com

Primary Address 1: 51 Duck Pond Drive

Primary Address 2:

Primary City: Groton

Primary State: MA

Primary Zip Code: 01450

Years at this Address: 4

Date of Birth: June 17, 1978

Last Four Digits of Social Security Number: 1065

RMD Association: Not associated with an RMD

Background Question: No

Description of Background Events:

Individual Background Information 2

Role: Owner / Partner

Other Role:

First Name: Carolyn

Middle Name: Rose

Last Name: Spengler

Suffix: Former Last Name: Gaffney

Alias 1:

Alias 2:

Alias 3:

Phone: 978-866-1154

Email: carolyn@unitedcult.com

Primary Address 1: 51 Duck Pond Drive

Primary Address 2:

Primary City: Groton

Primary State: MA

Primary Zip Code: 01450

Years at this Address: 4

Date of Birth: June 17, 1978

Last Four Digits of Social Security Number: 1148

RMD Association: Not associated with an RMD

Background Question: No

Description of Background Events:

Individual Background Information 3

Role: Owner / Partner

Other Role:

First Name: Danielle

Middle Name: Arian

Last Name: Phaneuf

Suffix: Former Last Name: Lambert

Alias 1:

Alias 2:

Alias 3:

Phone: 978-201-0462

Email: danielle@unitedcult.com

Primary Address 1: 60 Amelia Way

Primary Address 2:

Primary City: Groton

Primary State: MA

Primary Zip Code: 01450

Years at this Address: 4

Date of Birth: January 29, 1974

Last Four Digits of Social Security Number: 5351

RMD Association: Not associated with an RMD

Background Question: No

Description of Background Events:

Individual Background Information 4

Role: Owner / Partner

Other Role:

First Name: Kerstin

Middle Name: Annette

Last Name: Phaneuf

Suffix:

Former Last Name: Roesler

Alias 1:

Alias 2:

Alias 3:

Phone: 978-844-2936

Email: kastinephaneuf3@gmail.com

Primary Address 1: 23 State Road

Primary Address 2:

Primary City: Stow

Primary State: MA

Primary Zip Code: 01775

Years at this Address: 10

Date of Birth: June 17, 1964

Last Four Digits of Social Security Number: 2388

RMD Association: Not associated with an RMD

Background Question: No

Description of Background Events:

Background Check Supporting Documentation

Supporting Documentation



PDF

Document Name: DAP License.pdf
Document Category: MA Driver's License
Upload Date: 9/29/22



PDF

Document Name: KP License.pdf
Document Category: MA Driver's License
Upload Date: 9/29/22



PDF

Document Name: CRS License.pdf
Document Category: MA Driver's License
Upload Date: 9/29/22



PDF

Document Name: MDS License.pdf
Document Category: MA Driver's License
Upload Date: 9/29/22



PDF

Document Name: D Phaneuf Backgroun Check Packet 10.6.22.pdf
Document Category: Disclosure and acknowledgement form
Upload Date: 10/6/22



PDF

Document Name: C Spengler Background Check 10.3.22.pdf
Document Category: Disclosure and acknowledgement form
Upload Date: 10/6/22



PDF

Document Name: M Spengler Background Check Info 10.3.22.pdf
Document Category: Disclosure and acknowledgement form
Upload Date: 10/6/22



PDF

Document Name: K Phaneuf Background Check Packet 3.31.22 Sog.pdf
Document Category: Disclosure and acknowledgement form
Upload Date: 12/15/22

Entity Background Check Information

Entity Background Check Information 1

Role: Parent
Company

Other Role:

Entity Legal Name: United
Cultivation, LLC

Entity DBA:

Federal Tax
Identification
Number
EIN/TIN: 83-
2715774

Entity Description: Parent Company

Phone: 978-866-
1154

Email: mike@unitedcult.com

Primary Business Address 1: 601 Fitchburg
State Road

Primary Business Address 2:

Primary Business
City: Ashby

Primary Business
State: MA

Principal Business
Zip Code: 01431

Additional Information: In 2021, we underwent an effort to break our different licenses into their own separate entities. This COO was approved by the CCC and we now have United Cultivation, LLC as the parent company with each new entity as a subsidiary. United Cultivation, LLC is 100% owner of UC Retail, LLC.

Massachusetts Business Registration

Massachusetts Business Identification
Number: 001517140

Doing-Business-As Name:

DBA Registration City: Ashby

Required Business Documentation

Please upload and categorize each of these four required documents:

- *Certificate of Good Standing from the Secretary of the Commonwealth of Massachusetts*
- *Certificate of Good Standing from the Massachusetts Department of Revenue*
- *Certificate of Good Standing from the Massachusetts Department of Unemployment Assistance*
- *Articles of Organization*
- *Bylaws*



Document Name: UC Retail COGS Sec of State
8.26.22.pdf
Document Category: Secretary of Commonwealth
- Certificate of Good Standing
Upload Date: 9/29/22



Document Name: UC Retail LLC Bolton MDUA
Letter.pdf
Document Category: Department of
Unemployment Assistance - Certificate of Good
standing
Upload Date: 9/29/22



Document Name: Certificate of Organization UC Retail, LLC.pdf
Document Category: Articles of Organization
Upload Date: 9/29/22



Document Name: Operating Agreement UC Retail LLC.pdf
Document Category: Bylaws
Upload Date: 9/29/22



Document Name: UC Retail MDOR COGS 9.30.22.pdf
Document Category: Department of Revenue - Certificate of Good standing
Upload Date: 10/6/22

Business Plan

Business Plan Documentation



Document Name: United Cultivation Proposed Timeline Bolton.pdf
Document Category: Proposed Timeline
Upload Date: 9/29/22



Document Name: UC Retail Bolton Plan for Insurance.pdf
Document Category: Plan for Liability Insurance
Upload Date: 12/15/22



Document Name: UC Retail Business Plan Brief Bolton.pdf
Document Category: Business Plan
Upload Date: 1/30/23

Operating Policies and Procedures

Policies and Procedures Documentation

Upload documentation for each area listed above. Select the appropriate document type to identify the file.



Document Name: UC On Boarding & Agent Registration.pdf
Document Category: Personnel policies including background checks
Upload Date: 9/29/22

Document Name: INV102 Inventory Counts - UC.pdf
Document Category: Inventory procedures
Upload Date: 9/29/22



Document Name: INV103 - Material Transfers, Receiving and Inspections -UC.pdf
Document Category: Inventory procedures
Upload Date: 9/29/22



Document Name: United Cultivation Restricted Access Plan Revised 5.11.22.pdf
Document Category: Restricting Access to age 21 and older
Upload Date: 9/29/22



Document Name: UC Security Bolton.pdf
Document Category: Security plan
Upload Date: 12/15/22



Document Name: 13_UC Storage of Marijuana UC Retail.pdf
Document Category: Storage of marijuana
Upload Date: 12/15/22



Document Name: INV104 Transportation Procedures -UC Retail.pdf
Document Category: Transportation of marijuana
Upload Date: 12/15/22



Document Name: UC Energy Efficiency UC Retail Bolton 12.15.22.pdf
Document Category: Energy Compliance Plan
Upload Date: 12/15/22



Document Name: INV101 Inventory Control -UC Retail 12.15.22.pdf
Document Category: Inventory procedures
Upload Date: 12/15/22



Document Name: UC Retail Dispensing Procedures 12.15.22.pdf
Document Category: Dispensing procedures
Upload Date: 12/15/22



Document Name: UC Retail LLC Quality Control and Testing 12.15.22.pdf
Document Category: Quality control and testing
Upload Date: 12/15/22



Document Name: 7_UC Prevention of Diversion UC Retail 12.15.22.pdf
Document Category: Prevention of diversion
Upload Date: 12/15/22



Document Name: UC Retail Restricted Access Plan 12.15.22.pdf
Document Category: Restricting Access to age 21 and older
Upload Date: 12/15/22



Document Name: United Cultivation Companies Employee Handbook Fall 2022.pdf
Document Category: Personnel policies including background checks
Upload Date: 12/15/22



Document Name: UC Retail Staffing Plan 12.15.22.pdf
Document Category: Personnel policies including background checks
Upload Date: 12/15/22



Document Name: UC Retail Record Keeping Procedures 12.15.22.pdf
Document Category: Record Keeping procedures
Upload Date: 12/15/22



Document Name: UC Retail Financial Record Maintenance 12.15.22.pdf
Document Category: Maintaining of financial records
Upload Date: 12/15/22



Document Name: UC Retail Qualifications and Training 12.15.22.pdf
Document Category: Qualifications and training
Upload Date: 12/15/22



Document Name: UC Retail, LLC Attaining MJ Products Plan 12.15.22.pdf



Document Name: RFI UC Retail Diversity Plan Updated 1.17.23.pdf
Document Category: Diversity plan

Document Category: Plan for obtaining marijuana or marijuana products
Upload Date: 12/15/22

Upload Date: 1/17/23

Hours of Operation

Monday Monday
From: 8:00 AM To: 10:00 PM

Tuesday Tuesday
From: 8:00 AM To: 10:00 PM

Wednesday Wednesday
From: 8:00 AM To: 10:00 PM

Thursday Thursday
From: 8:00 AM To: 10:00 PM

Friday Friday
From: 8:00 AM To: 10:00 PM

Saturday Saturday
From: 8:00 AM To: 10:00 PM

Sunday Sunday
From: 8:00 AM To: 10:00 PM

Emergency Contacts

Emergency Contact 1

First Name: Michael

Last Name: Spengler

Email: mike@unitedcult.com

Phone: 978-866-1154

Fee Waiver

Social Equity Program or Economic Empowerment Fee Waiver Request: No

Social Equity Program or Economic Empowerment Number:

Disadvantaged Business Enterprise Fee Waiver Request:

Disadvantaged Business Enterprise Fee Waiver Documentation

If the entity is requesting a fee waiver as Massachusetts Minority Business Enterprise (MBE), Women Business Enterprise (WBE), or Veteran Business Enterprise (VBE) with valid certification from the Massachusetts Operational Services Division's Supplier Diversity Office, they must also demonstrate they meet the Commission's definition of a Small Business, as defined above. The applicant or licensee must upload several documents for verification of this fee waiver:

- *Certification from the Massachusetts Operational Services Division's Supplier Diversity Office;*
- *Attestation that the applicant or licensee is a Small Business as defined in the Commission's regulations specifically as it relates to the number of employees, hours worked, and gross revenue with supporting data and information.*

Attestations

I certify that no additional entities or individuals meeting the requirement set forth in 935 CMR 500.101(1)(b)(1) or 935 CMR 500.101(2)(c)(1) have been omitted by the applicant from any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.: I Agree

I understand that the regulations stated above require an applicant for licensure to list all executives, managers, persons or entities having direct or indirect authority over the management, policies, security operations or cultivation operations of the Marijuana Establishment; close associates and members of the applicant, if any; and a list of all persons or entities contributing 10% or more of the initial capital to operate the Marijuana Establishment including capital that is in the form of land or buildings.: I Agree

I certify that any entities who are required to be listed by the regulations above do not include any omitted individuals, who by themselves, would be required to be listed individually in any marijuana establishment application(s) for licensure submitted to the Cannabis Control Commission.: I Agree

OK

For assistance please call the Cannabis Control Commission at 774-415-0200 or email at
Commission@CCCMass.com
v.3.3.18

Document ID INV101	Title INVENTORY CONTROL	Print Date 00/00/0000
Revision 0.0	Prepared By THE CLARITY ops LLC	Date Prepared 01/05/2020
Regulation Standard: 935 CMR 500.000	Approved By Michael Spengler	Date Approved 01/10/2021

Policy: It is the policy of United Cultivation that the investment in physical inventory will be maintained and supervised consistently with a common set of procedures and controls.

Purpose: To provide guidance, outline the actions taken for proper safekeeping and handling of all inventory to ensure it is saleable, usable, and traceable for quick selection and delivery and maintains state regulated compliance.

Scope: This procedure applies to all inventory items including sales floor, back room (on-floor vault) and vaults storage.

Responsibilities:

The Inventory Manager and Purchasing Manager is responsible for maintaining the investment in inventory at the lowest level, consistent with operating requirements, economy of procurement, financial plan requirements, and sound business practices.

The Inventory Manager, the General Manager, and Dispensary Agents are responsible for the custody and safekeeping of inventory. This includes ensuring that all items in inventory are properly accounted for, that proper procedures are followed for the movement of all inventory, and that all paperwork/transactions are pushed to METRC daily for the proper recording of all inventory transactions.

The Inventory Manager is responsible for processing all transactions in a timely manner in order to maintain an accurate inventory status. Will conduct inventory reconciliations daily to ensure that there are no discrepancies and that all sales, receipts, returns and disposals are properly documented and reported. The inventory manager also handles product orders and works very closely with suppliers and distributors.

The Inventory Manager is responsible for revaluing certain inventory items to their Net Realizable Value and for ensuring proper inventory control.

Dispensary Agents are responsible in assisting with customer intake processes as well as point of sale transaction input. The Dispensary Agents will help to ensure that dispensary experience standards are met and superb customer service skills are used consistently. Dispensary Agents will maintain absolute confidentiality at all times, ensure quality, customer service, and health and safety standards are

met. Agents will update department heads and inventory personnel on business performance, new initiatives, customer demands and inventory demand. Dispensary Agents will also assist with product packaging and labeling, inventory management, inventory security and cash security as required.

Definitions: Discrepancy - the difference between what is expected versus what's actually there. In inventory, this is often how much inventory you actually have on hand compared to what our Inventory software says we have on hand.

Executive: means members of the board of directors, executive officers, executive director, or the equivalent of a Marijuana Establishment.

Edibles: means a Marijuana Product that is to be consumed by humans by eating or drinking. These products, when created or sold by a Marijuana Establishment or an MTC, shall not be considered a food or drug as defined in M.G.L c. 94, § 1.

FIFO - First-In, First-Out refers to the practice of using the oldest item in inventory first to ensure that the inventory is rotated on a regular basis.

Inventory - the products that will be sold at United Cultivation.

Marijuana Products or Cannabis Products: means Marijuana and its products, unless otherwise indicated. These include products that have been manufactured and contain Cannabis, Marijuana, or an extract from Cannabis or Marijuana, including concentrated forms of Marijuana and products composed of Marijuana and other ingredients that are intended for use or consumption, including Edibles, Beverages, topical products, ointments, oils and Tinctures. These also include Marijuana-infused Products (MIPs).

METRC – METRC stands for Marijuana Enforcement Tracking Reporting Compliance and is a turnkey solution which provides end to end (seed-to-sale) tracking and tracing of marijuana plants and products. This solution was specifically designed for government agencies in charge of legalized marijuana enforcement.

Net Realizable Value - The amount that can be reasonably expected or forecasted to be sold or used.

Seed-to-Sale - The life cycle of the marijuana plant from the time the plant is grown until the final product is sold to the customer. Some jurisdictions require digital seed to sale tracking of the entire process to ensure cannabis products are not diverted.

Storage - where the physical inventory is placed within the dispensary.

Production Batch/Harvest Batch: means a batch of finished plant material, Cannabis resin, cannabis concentrate, or marijuana-infused Product made at the same time, using the same methods, equipment and ingredients. These are assigned a unique sequential alphanumeric identifier to each Production Batch, called a package tag, for the purposes of production tracking, product labeling

and product recalls. All production batches are traceable to one or more Cannabis or Marijuana Cultivation Batches, and tracked via metric seed-to-sale.

Tinctures: means a Cannabis-infused alcohol or oils concentrate administered orally in small amounts using a dropper or measuring spoon. Tincture are not considered an Edibles under 935 CMR 500000 and are not subject to the dosing limitations applicable to edibles. We do categorize tinctures under our edibles category, for inventory purposes only.

Usable Marijuana: means the fresh or dried leaves and flowers of the female Marijuana plant and any mixture of preparation thereof, including marijuana, marijuana products, or MIPs, but does not include the seedlings, seeds, stalks, roots of the plant, or Marijuana rendered unusable in accordance with 935 CMR 500.105(12)(c).

Vault: means a secured, limited access storage room within a Marijuana Establishment that is outfitted with adequate security features for the purposes of storing Marijuana or Marijuana Products or cash. A vault must be adequately sized to store inventory that is not being actively handled for purposes of dispensing, packaging, processing or transportation.

Wasting - the process of destroying

Procedure:

1.0 INVENTORY STOCKING AND STORAGE

- 1.1 Immediately unpack and store items upon receipt in accordance with identified room destinations per package tag per Inventory Manager. METRC requires that physical and virtual records match at all times. This requires for Inventory records to be updated as soon as items are stocked with correct locations.
 - a. If a shipment cannot be immediately stocked and recorded in inventory, it must be stored in the vault and stocked and recorded within 8 hours of receipt.
 - b. For receiving procedures see INV103 MATERIAL TRANSFERS, RECEIVING AND INSPECTIONS
- 1.2 Each individual package tag is assigned to the inventory items with the same exact brand, flavor, potency and production batch or harvest batch. Inventory cannot be lumped together by brand or potency alone as this will cause under/over adjustments in METRC and put our operation at risk. Take note that there can be different batches/package tags for items received with the same strain/product from the same vendor. These need to be treated as their own separate package and not mixed together.
- 1.3 Physical organization is crucial for compliance success. Our bin system helps with organization and efficiency.
- 1.4 Bins are used in the following manner:

- Green Bins: for Flower Buds and Pre-Rolls
 - Blue Bins: for Concentrates and Vape Cartridges
 - Red Bins: For Edibles and Tinctures
 - Black Bins: For Infused Topical products; i.e patches, lotions, massage oils, beauty products etc.
- 1.5 In Sales Floor Vault (SV)- first, organize inventory by type/category to ensure all similar products are located together. Then organize by Type of Product (*i.e Quarters, eighths, 1g Pre Rolls, .5g Pre-Rolls, Gummies, Chocolates, etc.*). Then organize by strain name/product name in alphabetical order. If applicable, next organize the similar products by potency/amount (150mg, 250mg, 10pk, 20pk etc.)
- 1.6 In Long-term Storage Vaults (VI and VII) which are the two vaults in back, non-floor inventory - use Clip-on tag holders to attach “Mother”/Big Package tag to bin. Use the small clear vinyl adhesive envelopes attached to the bins to hold the “child”/smaller Package tag. (Only “child” tags will travel to the Sales Floor Vault (SV). Mother tags stay in the long-term storage vaults (VI and VII) and do not leave these rooms while active. We use the active tag card filer box to store all “Mother” Metrc tags while they are active.
- 1.7 Always follow FIFO (first-in-first-out) and use inventory with sooner expiration dates first, particularly edible products and other perishables, when re-stocking shelves and pulling inventory.
- 1.8 All item expiration dates need to be added to the product during receiving/stocking operations on Leaflogix. Reports will be pulled monthly to track expiration dates.
- Note: Remove the older items (sooner expiration dates) from the shelf first when pulling inventory.*
- 1.9 Always check the expiration dates when items are taken off the shelf. This is the best time to inspect the inventory and remove old or expired items before they are put back onto the shelf. If an item needs to be removed from inventory then put it aside (see Inventory Disposal below).
- 1.10 Be sure to store products in the proper places. Perishable items should be kept in cool, dry places. Refrigerated items should be stored at 41 degrees Fahrenheit or below.
- 1.11 Personnel will maintain a temperature log for each refrigerator unit. The log should be posted on the side of the refrigerator. Check and record refrigerator temperatures in the log at least once a day, preferably once in the morning and once in the afternoon/evening.
- 1.12 Refrigeration units require circulating air to provide cold temperature to the contents. Therefore, allow sufficient space for internal air circulation between storage containers. Keep from “stuffing” the cooler and keep items away from the inside walls.

- 1.13 Marijuana products that are outdated, damaged, deteriorated, mislabeled, or contaminated, or whose containers or packaging have been opened or breached shall be removed from inventory and stored in the disposal area located in Vault I (VI) until such products are ready to be destroyed/disposed of.

2.0 INVENTORY USAGE AND HANDLING

- 2.1 For Sales Floor Vault (SV) inventory requests, ask the Inventory team or Manager on duty to replenish necessary items. For new inventory requests, not currently sold at our store, please submit a completed INV101-1 INVENTORY REQUISITION form to Inventory Manager.
- 2.2 When inventory has been requested and once manager or inventory team member receives and retrieves items, they will deliver/stock the inventory to the appropriate destination immediately upon receipt of items. Manager or inventory team member will make proper inventory adjustments in the POS Inventory software for movement of inventory location to its new residing location, immediately upon retrieving the items via Inventory Status on Leaflogix.
- 2.3 All registered agents who handle marijuana products or nonedible marijuana products must follow the requirements for food handlers specified in 105 CMR 300.000: *Reportable Diseases, Surveillance, and Isolation and Quarantine Requirements*.
- 2.4 Any United Cultivation agent working directly with marijuana or nonedible marijuana products shall maintain adequate personal cleanliness and wash hands thoroughly in an adequate hand-washing area before starting work, after using sanitary facilities and at any other time when hands may have become soiled or contaminated.
- 2.5 All contact surfaces, including utensils and equipment, shall be maintained in a clean and sanitary condition. Such surfaces shall be cleaned and sanitized as frequently as necessary to protect against contamination, using cleaning products designated for such areas. Stainless steel tables will be cleaned, before and after use, and as often as necessary.
- 2.6 All edible products shall be prepared, handled, and stored in compliance with the sanitation requirements in 105 CMR 590.000: *Minimum Sanitation Standards for Food Establishments*.

3.0 INVENTORY PROTECTION

- 3.1 Storage refers to protecting inventory from both damage and shrinkage or theft. Damage control includes maintaining adequate levels of insurance, keeping inventory clean and properly sheltered, and rotating inventory on a first-in, first-out (FIFO) basis, particularly edible products and other perishables.
- 3.2 Control over shrinkage is directed at human error (data entry, POS error, receiving errors, etc.) and customer or employee theft. Human error is a continual possibility. We acknowledge this fact and incorporate preventative and detective controls to mitigate the anticipated human error. Preventative controls include written SOP procedures, supervisory control, use of logs, reports, and other checklists. Detective

controls include security cameras, cycle inventory counts, inventory reports, and gross margin analyses.

- 3.3 Our customer theft protection involves many elements from security to customer return policies.
- 3.4 Our employee theft protection involves two important ingredients: maintaining an atmosphere of high security and eliminating the easy opportunities for theft. A climate of high-security is maintained when cycle count exceptions are followed up immediately, transportation logs are examined immediately, merchandise is stored properly and shelved quickly, and unresolved damage claims, customer returns and returns to vendors are not allowed to build up. We will also utilize other procedures such as designating restricted areas, installed security cameras and using an “Restricted Area” for employees only enter and exit door that no customers will be allowed to use, preventing employees from ringing up a sale for their friends or family members, monitoring customer returns, and following the written procedures regarding proper cash drawer/machine and petty-cash usage.

4.0 INVENTORY OBSOLESCENCE

- 4.1 Perishable inventory needs to be counted at the beginning or end of each month per schedule.
- 4.2 A Shelf-life/Expiration report will be ran at least monthly and all items that are expired will be pulled and disposed of in accordance with our inventory disposal procedure. All items expiring the next month, may be reduced in price by Inventory Manager’s discretion. A log of monthly audits with the following minimum information will be kept as a record:
- Date of audit.
 - Initials of person who audited.
 - Name and package tag# of items expired.
- 4.3 Expired items, or temperature sensitive items found to be exposed to temperature variation outside of limits as specified, will be immediately disposed of in accordance with our inventory disposal procedures.
- 4.4 If the on-hand inventory exceeds the historical demand then the excess portion of the inventory should be reduced to its Net Realizable Value or expected future demand via Inventory Manager’s directed action.
- 4.5 Review the transaction history of all items in inventory at least on a monthly basis. If there is no usage in over 12 months (make sure the item is not a new inventory item) and there are no current open orders for the item, then consider disposing of half (50%) of the inventory on-hand as dictated by Inventory Manager. Method of inventory reduction can include, RTV, disposal, resale to other licensees, and/or repurposing of inventory. If there is no usage in over 24 months and no planned usage in the near future, then consider disposing of the balance of unused inventory.

Note: The time periods for review and the amount disposed of may vary from item to item. Please review disposal chart with more specific requirements for specific types of inventory.

- 4.6 Verify the use-by or expiration date on products prior to use/sale. Discard products if the use-by or expiration date has passed as per Inventory Disposal below.
- 4.7 Check all refrigeration logs each day (as noted above in Inventory Storage) and verify that cold items are held at 41 degrees Fahrenheit or below. If temperature has fluctuated outside of this range, please consult a manager immediately for further action/instructions. The FDA Food Code allows for potentially hazardous foods to be between 41 degrees Fahrenheit and 140 degrees Fahrenheit for no longer than a total of four hours. After four hours, the product must be discarded.

5.0 INVENTORY WASTE AND DISPOSAL

- 5.1 United Cultivation anticipates relatively minimal disposal of marijuana product. However, the following instances may require a product to be discarded:

- When packaging and weighing marijuana product that is shipped in bulk to the store and the marijuana comes in contact with an unsanitary surface such as the floor.
- If a package is dropped on the floor and opens or breaks, causing marijuana or a marijuana product to be exposed to the floor.
- When loading samples into a display case, and the marijuana is dropped and comes in direct contact with the floor or another unsanitary surface.
- If a product has passed its expiration date set by the manufacturer that is clearly labeled on the package.
- If the product becomes contaminated while being stored or shipped with mold, mites, or any other type of infestation.

In addition to disposal, material might need to be removed for reclamation or salvaging. The Purchasing Manager, Executive Team or Inventory Manager will be held responsible for reclamation and salvage as these agents are familiar with the companies that manufacture or distribute various products and knowledgeable about the items that United Cultivation buys and at what cost. Please note, all items designated for disposal, will be removed, documented and placed in the Disposal area of inventory in Vault I (VI). Such material will be stored, secured in our vault, and managed in accordance with applicable state and local statutes, ordinances and regulations.

The four main destinations in the vault for removed material are:

- For Inspection/Reuse by some other segment of the store,
- Return to Vendor / original supplier for restocking,
- Disposal of: solid waste, organic material or recycling
- Customer Returns for inspection and possible disposal.

- 5.2 Marijuana waste must always be placed in the appropriate Red Organic Waste Bins located inside the Vault. This waste bin must always remain in the quarantined area that is labeled with a “Quarantine” sign as well as within the red & white tape on the floor when not in use. This waste bin shall only ever be in the vault room(s), or in the Inventory Management Room (when handling waste material), unless the waste is being transported to the dumpster outside.
- 5.3 Whenever an agent realizes marijuana requires disposal, they must notify the manager on duty. The manager will either assist the agent or assign another agent to witness the disposal, as two agents must be present anytime product is determined to be waste and needs to be disposed. The manager or dispensary agent will record the weight or amount of product being disposed on the INV101-2 WASTE DISPOSAL located in the Vault Room. After the product is logged, it will be placed in the designated Quarantine area inside of the red waste bin.
- 5.4 Complete INV101-2 WASTE DISPOSAL FORM (found in the vertical message organizer in Inventory Management Room) prior to disposal of any inventory item unless it is being removed from stock indefinitely. Waste disposal records will be kept as required under 935 CMR 500.105(12). This form will be filled out by the two agents with date and time of disposal/collection, disposal location, package tag# / batch #, description of the product being disposed of, the weight or number of units, the method of disposal (solid waste, organic mixture, etc.), the names and signatures of the agents who disposed of the product and the disposal location.
- 5.5 Items designated as solid waste, organic material disposal and recycle material will be redirected from disposal in accordance with the waste disposal bans described at 310 CMR 19.017: *Waste Bans*. and any recyclable material as defined in 310 CMR 16.02 *Definitions*, shall be recycled in a manner approved by the Cannabis Control Commission and remaining marijuana waste shall be ground and mixed with other organic material as defined in 310 CMR 16.02 *Definitions*, such as resulting in the mixture being rendered unusable for its original purpose. After mixture is rendered unusable, it may be composted and/or brought to an approved solid waste transfer facility or a solid waste disposal facility under the conditions stated in the above paragraph.
- 5.6 For **disposal of marijuana flower or concentrate**, first the agent must put on disposable gloves, weigh the marijuana on a scale in the Preparation Room and record it in INV101-2 WASTE DISPOSAL. Next, place the cannabis in the blender labeled “Waste Blender” in the Inventory Management Room, and mix the cannabis with one scoop of paper pulp, coffee grounds, soil, or other designated organic material for 10-20 seconds until it is deemed unusable. If more organic material is needed, place one more scoop into the blender. This mixture is then placed in the red waste bin, and the waste log is signed by both agents that were present during disposal. Once the process is completed, notify the manager on duty, who will then place the red waste bin back into the vault for safekeeping until it is ready to be put in dumpster to be shipped to disposal site.
- 5.7 For the **disposal of marijuana edibles, tinctures or salves**, first the agent must put on disposable gloves, then log the Batch ID, product and number of units in INV101-2

- WASTE DISPOSAL, and empty the contents into the waste blender. Next, mix the cannabis with one scoop of paper pulp, coffee grounds, soil, or other organic material for 10-20 seconds until it is deemed unusable. If more organic material is needed, place one more scoop into the blender. This mixture is then placed in the orange waste bin, and the waste log is signed by both agents that were present during disposal. Once the process is completed, notify the manager on duty, who will then place the orange waste bin back into the vault for safekeeping until it is ready to be shipped to our disposal site.
- 5.8 For **disposal of marijuana cartridges**, first the agent must log the product and size of cartridge in INV101-2 WASTE DISPOSAL. Next, they will use the HoneyStick Oil Recovery kit to remove the oil from the glass cartridge. Simply take the syringe and attach the appropriately sized needle. Remove the mouthpiece on the cartridge and insert the needle into the well where the oil is. Use the syringe to remove the oil from the cartridge, and squirt the oil into either existing waste or into the waste blender and mix it with food waste or coffee grounds to make the oil unusable. Place the oil waste into the red Organic Waste Bin as well as the leftover glass cartridge. The battery will be taken out and placed in the Battery recycling bin.
- 5.9 After coordinating with our disposal site for a time to pick up the waste, the manager will tie off the bag with the marijuana waste and place the bag in the dumpster outside. The dumpster will be secured to avoid a diversion of waste. As soon as the authorized waste removal company completes their pick up, the designated employee will secure the dumpster.
- 5.10 **Dispose of perishable or un-salable goods** that have expired in the appropriate waste disposal receptacle. For non-expired goods that retain some market value, the Inventory Manager/General Manager should determine which disposal, transfer or repurposing methods will be utilized.
- 5.11 Under no circumstances should scrap or excess material be returned to storage without the Inventory Manager's knowledge. The Inventory Manager should inspect the material in order to determine item's condition.
- 5.12 Forward all disposal requests to the Inventory Manager or on-duty manager for approval. Upon approval, complete the disposal process. Upon disposal completion the agents or manager will update the accounting system with a record of the inventory adjustment and file all paperwork as back-up for the period-end inventory count. (See procedure INV102 INVENTORY COUNTS).
- 6.0 MOVING INVENTORY WITHIN THE FACILITY**
- 6.1 All cannabis products that are being moved within the facility must always be under constant video surveillance.
- 6.2 Anytime a product is being moved within the facility, it must always be placed in a bin that is loaded onto an inventory (service) cart or mobile shelving unit. The only time an agent may carry an individual product that is not in a bin or on an inventory cart is when they are fulfilling an order by taking product from the Sales Floor Vault (SV) to their POS

station on the sales floor. Any other movement of product throughout the facility requires the product to be on an inventory cart, in a bin.

- 6.3 Whenever products are transferred from one location of our facility to a different location, the relocation must be recorded in our Leaflogix POS platform immediately upon moving by assigning the location status on Leaflogix and Room location.

Forms:

- INV101-1 INVENTORY REQUISITION
- INV101-2 WASTE DISPOSAL FORM

References:

A. 935 CMR 500.000: ADULT USE OF MARIJUANA.

Obtaining Copies of the Adult Use of Marijuana Code

Adult Use Marijuana Code can be found at

<https://mass-cannabis-control.com/wp-content/uploads/2018/11/935cmr500.pdf>

B. 105 CMR 300.000: Reportable Diseases, Surveillance, and Isolation and Quarantine Requirements.

Obtaining Copies of the Reportable Diseases, Surveillance, and Isolation and Quarantine Requirements

Reportable Diseases, Surveillance, and Isolation and Quarantine Requirements Code can be found at

<https://www.mass.gov/files/documents/2017/09/11/105cmr300.pdf>

C. FOOD AND DRUG ADMINISTRATION (FDA) FOOD CODE

The Food and Drug Administration publishes the *Food Code*, a reference that guides retail outlets such as restaurants and grocery stores and institutions such as nursing homes on how to prevent food borne illness.

Local, state and federal regulators use the FDA *Food Code* as a model to help develop or update their own food safety rules and to be consistent with national food regulatory policy. Also, many of the over 1 million retail food establishments apply *Food Code* provisions to their own operations.

Obtaining Copies of the FDA Food Code

2001 *Food Code* can be found at

<http://www.fda.gov/food/guidanceregulation/retailfoodprotection/foodcode/default.htm>

D. 105 CMR 590.000: STATE SANITARY CODE CHAPTER X - MINIMUM SANITATION STANDARDS FOR FOOD ESTABLISHMENTS.

Obtaining Copies of the State Sanitary Code

State Sanitary Code Code can be found at

<https://www.mass.gov/files/documents/2018/10/09/105cmr590.pdf>

E. 310 CMR 19.000: SOLID WASTE MANAGEMENT.

Obtaining Copies of the Solid Waste Management Code

Solid Waste Management Code can be found at

<https://www.mass.gov/files/documents/2017/10/30/310cmr19.pdf>

F. 310 CMR 19.000: SOLID WASTE MANAGEMENT.

Obtaining Copies of the Solid Waste Management Code

Solid Waste Management Code can be found at

<https://www.mass.gov/files/documents/2017/10/30/310cmr19.pdf>

Revision History:

Revision	Date	Description of changes	Requested By
0.0	00/00/0000	Initial SOP Release	

INV101-1 Inventory Requisition Form

Requested by: _____
 Date: _____
 Purpose or Use: _____
 Date Needed: _____

Stock Number	Product Description	Reason for Request		Vendor	Quantity	Unit Price	Extended Cost
		Out of Stock	New Request				

Total _____

For Purchasing Department Use Only

Approvals:
 Inventory Manager: _____ Date: _____ Approved: _____ Rejected: _____
 Purchasing Manager: _____ Date: _____ Approved: _____ Rejected: _____
 Date Ordered: _____

INV101-2 WASTE DISPOSAL FORM

Date	Product Description Package ID Batch ID	Agent Signatures: (2 agent signatures required)	Product Type	Disposal Method	Disposal Location	Weight/ Qty
				<i>Recycling, Organic Waste, Solid Waste Other (describe)</i>		
		1.				
		2.				
		1.				
		2.				
		1.				
		2.				
		1.				
		2.				

NOTARIZED STATEMENT OF OWNERSHIP

I, Michael Spengler, CEO of United Cultivation, LLC, hereby attest and declare that the following Cap Tables represents all of our *designated owners, including officers, directors, partners, managers, or other similarly situated individuals and entities and their addresses.*

UC Retail, LLC is a wholly owned subsidiary of United Cultivation, LLC and the member interests of United Cultivation, LLC are also shared in this document.

I hereby attest that the information contained herein is true and correct to the best of my knowledge and belief.

Signed: 

Michael Spengler

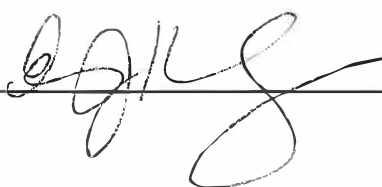
Date: 3/20/23

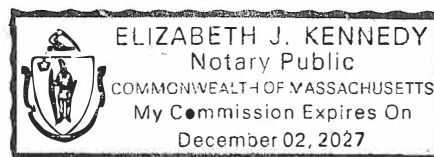
State of Massachusetts

County of Middlesex

On this 20th day of March 2023, before me, a Notary Public in and for the above-named county and state, personally appeared, Michael Spengler, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged that he/she executed the same for the purposes therein contained.

Given under my hand and seal of office this 20th day of March, 2023

 (Notary Public Signature)



SCHEDULE I
(AMENDED AS OF FEBRUARY 1, 2021)
TO
AMENDED OPERATING AGREEMENT OF
UNITED CULTIVATION LLC DATED AS OF OCTOBER 17, 2019

SERIES 1 MEMBERS

NAME AND ADDRESS OF MEMBER	INITIAL CAPITAL CONTRIBUTION	CLASS OF NUMBER OF SERIES 1 UNITS HELD	PERCENTAGE INTEREST
BLUE AND YELLOW HOLDINGS, LLC C/O UNITED STATES CORPORATIONS AGENTS, INC. 300 DELAWARE AVENUE, SUITE 210A WILMINGTON, DE 19804	\$1.00	31.67	31.67
KERSTIN PHANEUF 23 STATE ROAD STOW, MA 01775	\$1.00	15	15
DANIELLE PHANEUF 60 AMELIA WAY GROTON, MA 01450	\$1.00	31.67	31.67
SHAWN HYNES 215 ELMLAWN ROAD BRAintree, MA 02184	\$500,000.00	8.34	8.34
DAVID HYNES 526 WEST STREET BRAintree, MA 02184	\$500,000.00	8.33	8.33

SERIES 2 MEMBERS

NAME AND ADDRESS OF MEMBER	INITIAL CAPITAL CONTRIBUTION	CLASS OF NUMBER OF SERIES 2 UNITS HELD	PERCENTAGE INTEREST
PARTY OF FIVE LLC (CT INVESTOR) 170 CLIFF ROAD WELLESLEY, MA 02481	\$1.00	2.5	2.5
SKYHOLM, LLC (BP INVESTOR) 12 STONEHOLM ST. APT PH1 BOSTON, MA 02115	\$1.00	2.5	2.5

In all other respects, the terms of the Operating Agreement are hereby ratified and reaffirmed.

EXHIBIT A
MEMBERS

The Members of the Company and their respective addresses, Capital Contributions, and Ownership Interests are set forth below. The Members agree to keep this Exhibit A current and updated in accordance with the terms of this Agreement, including, but not limited to, Sections 2.1, 2.3, 2.4, 7.1, 7.2, and 10.1.

Members	Capital Contribution	Percentage Interest
Michael Spengler Address: P.O. Box 966 Groton, Massachusetts 01450		50%
Carolyn Spengler Address: P.O. Box 966 Groton, Massachusetts 01450		50%

NOTARIZED STATEMENT OF PROPERTY OWNER

I, Jane Houde, hereby attest and declare that I am the rightful owner of the property located at 476 Main Street, Bolton, MA. I further attest and declare that I have entered into a lease agreement with UC Retail, LLC for the lease of the property, which is currently in effect.

I acknowledge that I have provided the necessary documents and information to the tenant to establish proof of the lease agreement. I further acknowledge that I have provided the tenant with a copy of the lease agreement and all other relevant documents.

I hereby attest that the information contained herein is true and correct to the best of my knowledge and belief.

Signed: Jane Houde

Date: 3/20/2023

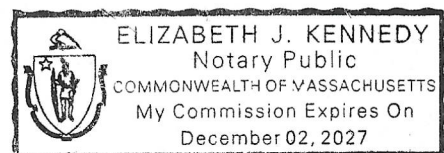
State of Massachusetts

County of Middlesex

On this 20th day of March 2023, 20, before me, a Notary Public in and for the above-named county and state, personally appeared [Property Owner Name], known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged that he/she executed the same for the purposes therein contained.
JANE HOWDE

Given under my hand and seal of office this 20th day of March, 2023

[Signature] (Notary Public Signature)



REGISTERED AGENT



COMMONWEALTH OF MASSACHUSETTS
Retailer



SPENGLER
MICHAEL DAVID

REGISTRATION NUMBER: **B133434**

ID CARD EXPIRATION DATE
09/08/2024



REG: AR295870 LIC: MR282633 UNITED
CULTIVATION, LLC 01431

**HOST COMMUNITY AGREEMENT FOR THE SITING OF
A MARIJUANA RETAIL ESTABLISHMENT IN THE TOWN OF BOLTON**

THIS HOST COMMUNITY AGREEMENT (this “Agreement”) is entered into this 14th day of July, 2022 (the “Effective Date”) by and between the **TOWN OF BOLTON**, a Massachusetts municipal corporation acting by and through its Select Board, with a principal address of 663 Main Street, Bolton, MA 01740 (the “Town”), and **UC RETAIL, LLC**, a Massachusetts Limited Liability Company with a principal address of 601 Fitchburg State Road, Ashby, MA 01431 (the “Company”) (the Town and the Company are together the “Parties” and individually a “Party”).

Recitals

WHEREAS, the Company wishes to locate a licensed Marijuana Establishment, specifically a Marijuana Retailer, as those terms are defined and used in M.G.L. c. 94G and 935 CMR 500.00 et seq., and the Zoning Bylaws of the Town of Bolton, to be located at 476 Main Street, Units 3 and 4, Bolton, MA (the “Facility”) in accordance with the laws of the Commonwealth of Massachusetts and those of the Town;

WHEREAS, in accordance with M.G.L. c. 94G, § 3(d), a marijuana establishment seeking to operate in a municipality must execute an agreement with the host municipality setting forth the conditions to have the marijuana establishment located within the municipality and including the stipulations of responsibilities between the municipality and the marijuana establishment;

WHEREAS, the Company desires to provide community impact fee payments to the Town pursuant to M.G.L. c. 94G, § 3(d) in order to address any reasonable costs imposed upon the Town by the Company’s operations.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and for the mutual promises set forth below, the Parties agree as follows:

Agreement

1. **Payments**: The Parties anticipate that the Facility will impact the Town’s resources in ways unique to such businesses and will uniquely draw upon the Town’s resources such as the Town’s Road system, law enforcement, fire protection services, inspectional and permitting services, and public health services in a manner not shared by the general population and may cause additional unforeseen impacts in the Town. Accordingly, in order to mitigate any such impacts upon the Town and the use of Town resources, The Company shall make certain payments to the Town in the amounts and under the terms provided as follows:
 - a. **Processing Payment**. The Company shall make a one-time payment to the Town of Three Thousand Hundred Dollars (\$3,000.00) to cover the Town’s expenses relating to the negotiation and approval of this Agreement. The Processing Payment shall be paid to the Town within seven (7) days of the execution of this Agreement.

b. Community Impact Fee.

(1) During the term of this Agreement the Company shall pay to the Town a "Community Impact Fee" in an amount equal to three percent (3.0%) of the gross sales of the Facility (the "Community Impact Fee Payments"). The Community Impact Fee Payments shall be made as follows:

- i. The initial Community Impact Fee Payment ("Initial Payment") shall be due on the first day of the fourth (4th) month following the date on which the Company commences sales at or from the Facility ("Opening Date");
- ii. Subsequent Community Impact Fee Payments shall be due three (3) months following the most recent Community Impact Fee Payment.

(2) Calculation of Gross Sales: For the purposes of this Agreement, gross sales shall mean gross sales at or from the Facility, including deliveries, over the applicable three-month period of all marijuana products, as defined in 935 CMR 500.002, including all marijuana, marijuana-infused products, and any other products sold at or from the Facility subject to the Massachusetts excise tax and local option tax on marijuana products. Excluded from gross sales are sales of paraphernalia, accessories, apparel, or other non-marijuana products at or from the Facility that are not subject to the Massachusetts excise tax and local option tax on marijuana products.

(3) The Community Impact Fee Payments shall be in addition to the local option tax on marijuana products adopted by the Town.

(4) The Community Impact Fee Payments due under this Agreement are contingent upon the Company's receipt of all state and local approvals and permits necessary to operate the Facility.

2. **Property Taxes:** At all times during the Term of this Agreement, property, both real and personal, owned or leased by the Company shall be treated as taxable, and all applicable real estate and personal property taxes for that property shall be paid either directly by the Company or by its landlord, and neither the Company nor its landlord shall object or otherwise challenge the taxability of such property. This provision is not intended to limit the landlord or the Company's ability to challenge or appeal the valuation of its real or personal property.

3. **Community Impact Fee Relative to Town Costs:** Pursuant to M.G.L. c. 94G, §3(d), a "community impact fee shall be reasonably related to the costs imposed upon the Town by the operation of the marijuana establishment..." ("Town Costs"). Notwithstanding the foregoing, the Parties acknowledge the difficulty of computing actual Town Costs and have agreed to the Community Impact Fee Payments in lieu of attempting to determine actual Town Costs incurred. The Company acknowledges that the impacts of the Facility may be impracticable to ascertain and assess as impacts may result in budgetary increases though not separately identified, and consequently, the Company acknowledges that the payments due under this Agreement are reasonably related to Town Costs.

4. **Community Impact Fee as Other Municipal Charges:** The Community Impact Fee Payments are expressly included as “other municipal charges” pursuant to M.G.L. c. 40, § 57. A Town licensing authority may deny or suspend any license or permit, including renewals and transfers, of the Company or agent thereof if the Company’s name appears on a list furnished to the licensing authority from the Bolton Tax Collector of individuals delinquent on their taxes or other municipal charges. Written notice must be given to the Company by the Bolton Tax Collector, as required by applicable provision of law, and the Company must be given the opportunity for a hearing not earlier than fourteen (14) days after said notice.
5. **Use of Community Impact Fee:** The Town may expend the Community Impact Fee at the Town’s sole and absolute discretion.
6. **Payments and Compliance with Agreement as Condition of Operation; Default and Remedy:**
 - a. All payments required of the Company under this Agreement, including but not limited to the Community Impact Fee Payments and taxes, are necessary for the Company’s continued operation of the Facility. Failure to make any required payments shall constitute a default of this Agreement and may serve as cause for the Town’s immediate review, upon ten (10) business days’ notice to the Company by the Town, of the remedies available to the Town in this section and other sections of this Agreement.
 - b. The Company shall be in default of this Agreement if any of the following occur:
 - i. The Company fails to make any payments required pursuant to this Agreement and such failure is not cured within ten (10) business days of written notification from the Town; or
 - ii. The Company breaches any other provision of this Agreement and such breach is not cured within thirty (30) days of written notification from the Town; provided, however, that in the event such breach is not capable of being cured within such 30-day period, the Company shall have such additional time as may be reasonably necessary to cure such breach so long as the Company commences said cure within the initial 30-day period and thereafter diligently prosecutes the same to completion.
 - c. As a remedy for any default by the Company, the Town may, among other remedies, revoke, suspend, or otherwise limit the permission of the Company to operate in the Town and issue an order to cease and desist with all operations associated with the Facility upon written notice from the Town. The Town’s costs of enforcing against any such default, including the Town’s attorneys’ fees, shall be paid by the Company.
7. **Scope of Facility:** This Agreement authorizes and governs the operation of the Facility as specifically defined in this Agreement. The Company shall not expand the Facility

in any way without notifying the Town and entering good faith negotiations to amend this Agreement, provided that any such amendment shall not result in a decrease in the Community Impact Fee Payments due to the Town under this Agreement. The Company shall not seek licensure for or seek to operate any type of marijuana establishment at any other location within the geographic boundaries of the Town without first entering into a separate host community agreement with the Town.

8. Site and Facility Operations:

- a. Traffic Mitigation. The Company shall comply with any Town bylaw, regulation, policy, or local approval with respect to providing sufficient mitigation of traffic impacts associated with the Facility. At any time during the Term, the Company shall upon request submit a traffic mitigation plan for review and approval by the Select Board. Failure by the Company to mitigate traffic impacts associated with the Facility to the satisfaction of the Select Board shall be a default of this Agreement and grounds for the Town to pursue the remedies specified in Section 6 of this Agreement, to pursue other remedies available under this Agreement or at law, or to seek termination of this Agreement.
- b. Security.
 - (1) The Company shall maintain security at the Facility at least in accordance the security plan presented to the Town and approved by the Cannabis Control Commission. In addition, the Company shall at all times comply with all applicable laws and regulations regarding the operations of the Facility and the security thereof. Such compliance shall include but will not be limited to: providing hours of operation, after-hours contact information, and access to surveillance operations to the Bolton Police Department, and requiring agents and employees of the Facility to produce identification to law enforcement upon request.
 - (2) The Company shall promptly report the discovery of the following to the Bolton Police Department within twenty-four (24) hours: diversion of marijuana; unusual discrepancies identified during inventory, theft, loss and any criminal action; unusual discrepancy in weight or inventory during transportation; any vehicle accidents, diversions, losses, or other reportable incidents that occur during transport; any suspicious act involving the sale, distribution, and delivery of marijuana by any person; unauthorized destruction of marijuana; any loss or unauthorized alteration of records related to marijuana, employees, or customers; an alarm activation or other event that requires response by public safety personnel; failure of any security alarm system due to a loss of electrical power or mechanical malfunction that is expected to last longer than eight hours; and any other breach of security.
 - (3) The Company shall coordinate with the Bolton Police Department in the development and implementation of required security measures, including the determination of the placement of security cameras, and the sharing of security information. The Company will maintain a cooperative relationship

with the Bolton Police Department, including but not limited to, periodic meetings to review operational concerns and communication with the Bolton Police Department of any suspicious activities at the Facility.

- c. Operating Hours. The maximum hours of operation of the Facility shall be limited to Monday through Saturday 10 AM to 9 PM and Sunday from 12 PM to 6 PM, or as otherwise established by the Select Board.
- d. Approval of Manager. If requested by the Town, the Company shall provide to the Town background documentation submitted to the Cannabis Control Commission for the Facility's on-site manager.
- e. Diversion Program. To the extent requested by the Bolton Police Department, and consistent with the regulations of the Cannabis Control Commission, the Company shall work with the Bolton Police Department to implement a comprehensive diversion prevention plan to prevent diversion, such plan to be in place prior to the date that the Company commences operations at the Facility. Such plan will include but is not limited to: (i) training the Company's employees to be aware of, observe, and report any unusual behavior in authorized visitors or other employees that may indicate the potential for diversion; and, (ii) utilizing seed-to-sale tracking software to closely track all inventory at the Facility.

9. Compliance with Local Law: The Company shall work cooperatively with all necessary Town boards, commissions, committees, officers, or officials to ensure that the Company's operations are compliant with the bylaws, regulations, and policies of the Town. This Agreement does not waive, limit, control, or in any way affect the legal authority of any Town board, commission, committee, officer, or official to regulate, authorize, restrict, inspect, investigate, enforce against, or issue, deny, suspend, or revoke any permit, license or other approval with respect to, the Company or the Facility, nor does it waive, limit, control, or in any way affect the legal authority of the Bolton Police Department to investigate, prevent, or take action against any criminal activity with respect to the Company or the Facility. Nothing in this Agreement presumes, implies, suggests, or otherwise creates any promise that the Company shall obtain or retain any or all local permits, licenses, and other approvals that are required in order to operate at the Facility.

10. Additional Company Obligations:

- a. Annual Reports. The Company shall, at least annually, provide the Town with copies of all reports submitted to the Cannabis Control Commission regarding operations at the Facility.
- b. Financial Records.
 - (1) At the time the Company submits each Community Impact Fee Payment to the Town, the Company shall submit financial records pertaining only to the Facility in Bolton (and not additional locations) to the Town with a certification of gross sales with respect to such Payment. The Town may submit copies of any of the forgoing documents to the Cannabis Control

Commission at any time. The Company shall also submit to the Town copies of any additional financial records the Company must submit to the Cannabis Control Commission. The Company shall maintain its books, financial records, and other compilations of data pertaining to the requirements of this Agreement in accordance with standard accounting practices and any applicable regulations or guidelines of the Cannabis Control Commission. All such records shall be kept for a period of at least seven (7) years. The provisions of this section shall survive the termination or expiration of this Agreement.

- (2) During the term of this Agreement and for three (3) years following termination of this Agreement, the Town shall have the right to examine, audit and copy (at its sole cost and expense) those parts of the Company's books and financial records which relate to the determination of each Payment. Such examinations may be made upon not less than thirty (30) days prior written notice from the Town and shall occur only during normal business hours at such place where said books, financial records and accounts are maintained. The Town's examination, copying or audit of such records shall be conducted in such manner as not to interfere with the Company's normal business activities and shall be at the Town's sole cost and expense. The provisions of this section shall survive the termination or expiration of this Agreement.
- c. Local Vendors. To the extent such practice and its implementation are consistent with federal, state, and municipal laws and regulations, the Company shall use good faith efforts in a legal and non-discriminatory manner to give priority to qualified local businesses and vendors in the provision of goods and services called for in the construction, maintenance and continued operation of the Facility. Notwithstanding the foregoing, residency within the Town will be one of several factors in hiring decisions at the Facility but shall not be determinative and shall not prevent the Company from engaging services from the most qualified vendors.
- d. Employment/Salaries. Except for senior management, and to the extent such practice and its implementation are consistent with federal, state, and municipal laws and regulations, the Company shall use good faith efforts in a legal and non-discriminatory manner to give priority to hire qualified residents of the Town as employees at the Facility. Notwithstanding the foregoing, residency within the Town will be one of several factors in hiring decisions at the Facility but shall not be determinative and shall not prevent the Company from hiring the most qualified candidates.
- e. Reports on Vendors and Employment. The Company shall provide the Town with annual reports indicating the percentages of vendors and employees in accordance with paragraphs (a) and (b) above.

11. Indemnification: Upon the Effective Date, the Company shall defend, indemnify, and hold harmless the Town, its officers, employees, and agents ("Indemnified Parties") against any claims, actions, demands, fines, penalties, costs, expenses, damages, losses, obligations, judgments, liabilities, and suits against or involving the Indemnified

Parties, including reasonable attorneys' fees, reasonable experts' fees, and associated court costs ("Liabilities") that arise from or relate in any way to (i) this Agreement, or (ii) the Facility to the extent in the control of the Company. The foregoing express obligation of indemnification shall not be construed to negate or abridge any other obligation of indemnification running to the Town which would exist at common law or under other provisions of this Agreement. This indemnification shall survive the termination or expiration of this Agreement for a period equal to the applicable statute of limitations period. If any action or proceeding is brought against the Town arising out of any occurrence described in this section, upon notice from the Town, the Company shall, at its expense, defend such action or proceeding using legal counsel approved by the Town, provided that no such action or proceeding shall be settled without the approval of the Town.

12. Town Support: The Town agrees to submit to the Cannabis Control Commission all documentation and other information required from the Town for the Company to obtain approval to operate the Facility and for annual license renewals. The Town agrees to support the Company's applications with the Cannabis Control Commission but makes no representation or promise that it will act on any other license or permit request in any particular way other than by the Town's normal and regular course of conduct and in accordance with their rules and regulations and any statutory guidelines governing them. The Town agrees to use best efforts to work with the Company, if approved, to help advise the Company on their community support and employee outreach programs.

13. Term and Termination:

- a. This Agreement shall take effect on the Effective Date.
- b. Unless terminated, this Agreement shall continue in effect until a final Community Impact Fee Payment is accepted by the Town covering gross sales for the final three months of the Company's fifth (5th) year of operation of the Facility following the Opening Date, such that the Company's obligation to make the Community Impact Fee Payments shall not be effective for more than five (5) years (the "Term").
- c. Upon the fourth (4th) anniversary of the Opening Date, the Parties shall negotiate in good faith a new host community agreement to succeed this Agreement, unless such a successor agreement is prohibited by law.
- d. Notwithstanding the default remedies of the Town set forth in Section 6 of this Agreement, in the event the Company (i) permanently ceases operation of the Facility, (ii) in any way loses or has its license(s) permanently revoked by the Cannabis Control Commission or the Town, or (iii) fails to comply with the terms of this Agreement and such failure is not cured within thirty (30) days of the Company receiving written notice from the Town of the Company's failure to comply, the Town may terminate this Agreement upon (10) days written notice to the Company.
- e. This Agreement shall terminate, with notification of such status submitted by the Town to the Cannabis Control Commission, should any of the following

occur:

- i. The Company is not granted a special permit authorizing the operation of the Facility by the Bolton Planning Board in accordance the Town of Bolton's Zoning Bylaw within twelve (12) months of the Effective Date of this Agreement.
- ii. The Company fails to commence the operation of the Facility within sixteen (16) months of the Effective Date of this Agreement.

The Select Board may, in its sole and absolute discretion, grant an extension of any of these deadlines such that this Agreement shall remain in full force and effect, provided that the Company has continued to act in good faith to commence operation of the Facility. Such extension shall be set forth in a letter from the Bolton Select Board.

- f. This Agreement may be terminated by the Company, with notice to the Town, if the Company (i) determines that it will not commence the operation of the Facility, or (ii) permanently ceases operation of the Facility, provided that any payments due to the Town shall be pro-rated and payable by the Company at the time of such termination. This subparagraph shall survive the termination of this Agreement.

14. Successors/Assignment: The qualifications and identity of the Company are of particular concern to the Town and it is because of the Company's qualifications and identity that the Town has entered into this Agreement with the Company. The Company shall not assign or otherwise transfer this Agreement, in whole or in part, without the prior written consent of the Town, said consent not to be unreasonably withheld, conditioned or delayed. If the Company wishes to assign this Agreement to another entity, then it shall provide written notice to the Town, in which it shall also provide information on the prospective assignee. The Town shall have thirty (30) days to identify any concerns with the prospective assignee, but the Town shall not unreasonably condition, postpone, or withhold its consent. No voluntary or involuntary successor in interest of the Company shall acquire any rights or powers under this Agreement without the prior written consent of the Town. Any change in control of the Company resulting from a merger, consolidation, stock transfer, or asset sale, or a change in the name of the Company, shall be deemed an assignment or transfer for purposes of this Agreement that requires the Town's prior written consent.

15. No Joint Venture: The Parties agree that nothing contained in this Agreement or any other documents executed in connection herewith is intended or shall be construed to establish the Town, or the Town and any other successor, affiliate or corporate entity as joint ventures or partners.

16. No Rights in Third Parties: This Agreement is not intended to, nor shall it be construed to create any rights in any third parties.

17. Governing Law: This Agreement shall be governed and construed and enforced in accordance with the laws of the Commonwealth of Massachusetts, without regard to the principles of conflicts of law, and the Company submits to the jurisdiction of a court

of competent jurisdiction in Worcester County for the adjudication of disputes arising out of this Agreement. The Parties expressly waive any defense to enforcement based upon nonconformance with federal law regarding the illegality of marijuana.

18. **Headings**: The article, section, and/or paragraph headings in this Agreement are for convenience of reference only, and shall in no way affect, modify, define or be used in interpreting the text of this Agreement.
19. **Amendments / Waivers**: Amendments, or waivers of any term, condition, covenant, duty or obligation contained in this Agreement may be made only by written amendment executed by all of the Parties. Forbearance or indulgence by a Party shall not be construed as a waiver, nor limit the remedies that would otherwise be available to that party under this Agreement or applicable law. No waiver of any breach or default shall constitute or be deemed evidence of a waiver of any subsequent breach or default. The failure of either Party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that Party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
20. **Severability**: If any term or condition of the Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be deemed affected thereby unless one or both Parties would be substantially or materially prejudiced.
21. **Reopening of Agreement**: If under applicable Massachusetts law the terms of this Agreement are determined to any extent to be illegal, otherwise invalid, or incapable of being enforced, or a decision of an appellate court or statutory amendment compels a change to the manner in which the Community Impact Fee Payments are calculated or paid as set forth in this Agreement, the Town and the Company shall negotiate in good faith amendments to this Agreement so as to result in neutral economic impact to the Town and the Company and that this Agreement, as amended, complies with applicable law.
22. **Entire Agreement**: This Agreement constitutes the entire integrated agreement between the Parties with respect to the matters described, and supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the Parties.
23. **Notices**: Except as otherwise provided in this Agreement, any notices given under this Agreement shall be addressed as follows:

If to the Town, to:

Town Administrator
Bolton Town Hall
663 Main Street
Bolton, MA 01740

If to the Company, to:

Michael Spengler, Manager
United Cultivation, LLC
601 Fitchburg State Road
Ashby, MA 01431

Notice shall be deemed given (a) two (2) business days after the date when it is deposited with the U.S. Post Office, if sent by first class or certified mail, (b) one (1) business day after the date when it is deposited with an overnight courier, if next business day delivery is required, (c) upon the date personal delivery is made, or (d) upon the date when it is sent by email, if the sender receives reply email confirming such delivery has been successful and the sender mails a copy of such notice to the other Party by U.S. first-class mail on such date.

- 24. Counterparts:** This Agreement may be signed in any number of counterparts all of which taken together, shall constitute one and the same instrument, and any Party may execute this Agreement by signing one or more counterparts.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

TOWN OF BOLTON

UC RETAIL, LLC

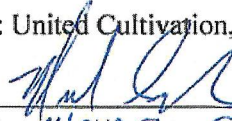


Donald Lowe, Town Administrator,
Duly Authorized By a Vote of the
Bolton Select Board on

June 14, 2022

July

By: United Cultivation, LLC, Manager



By: MICHAEL SPENGLER

Its: MANAGER

UC Retail, LLC
601 Fitchburg State Road
Ashby, MA 01431

Town of Bolton
Attn: Planning Board

March 20, 2023

To Whom It May Concern,

On July 7, 2022, UC Retail, LLC executed a Host Community Agreement with the Town of Bolton as part of our attempt to locate a marijuana retail establishment at 476 Main Street, Bolton, MA 01740. The following information is meant to accompany our Special Permit Application.

UC Retail, LLC's planned operation would be an adult-use recreational retail establishment open to the public during the hours of 10:00 AM and 9:00 PM. Employees would arrive up to two hours prior to opening and would depart within one hour of closing time. We expect our staffing levels to fluctuate but anticipate a maximum of 5 employees during peak times of customer traffic.

Customers will enter through an entry door at the front of the building where a security agent will scan their identification to validate their age. After they transact their order, the customer will then exit through a separate front facing exit door. The location is considered a "limited access area" and no visitors will be allowed to enter without first being validated by security.

In addition, we intend to create a delivery door at the rear of the unit that will serve as both an additional egress and a receiving door for product deliveries. The State has very strict delivery regulations for marijuana product and state-approved licensed transporter must comply with these laws. Product will be delivered at random times and in an unmarked vehicle. No marijuana product will be visible to the public as it is either binned or boxed for transportation. The delivery vehicle will park with one agent staying in the vehicle while a second agent performs the delivery. Product will be brought in through the back door and immediately processed for receipt and acceptance in our inventory vault via the State-mandated METRC system. We anticipate an average of 5-8 deliveries per week and they are usually performed Monday through Friday during the hours of 9:00 AM to 4:00 PM.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael D. Spengler". The signature is fluid and cursive, with a large initial "M" and "S".

Michael Spengler, *CEO*
UC Retail, LLC

Security Plan

UC Retail is committed to the security of our employees, our customers, and to the residents of and visitors to the Town of Bolton . We believe that by establishing strict, disciplined, and thorough security protocols within our operations, we can eliminate concerns regarding safety, product diversion, theft, and unauthorized access to our facilities.

Security System Overview

UC Retail will create a security envelope that covers both the interior and exterior of our facility in an effort to prevent and detect diversion, theft or loss of marijuana or unauthorized intrusion.

Security Lighting Framework:

- Indoor and outdoor lighting to maintain an adequate light level at the interior and exterior of the facilities to ensure that personnel and the video surveillance system can effectively monitor the space in and around the facility at all times.
- Exterior lighting will be directed so as to not pose a nuisance to neighboring properties.

Alarm Framework:

- 24-hour, continuous operation with monitoring by a third-party remote central control station which will have the responsibility for automatically providing notification to law enforcement of any breach in the facility's security system.
- A perimeter alarm on all building entry and exit points and all perimeter windows.
- A failure notification system that provides an audible, text or visual notification of any failure in the surveillance system. This failure notification system will provide an alert to designated employees of UC Retail within five minutes after the failure, either by telephone, email, or text message.
- A duress alarm, panic alarm or hold-up alarm connected to monitoring company, local public safety or law enforcement authorities.

Video Framework:

- Video cameras in all areas that may contain marijuana, at all points of entry and exit and in any parking lot which shall be appropriate for the normal lighting conditions of the area under surveillance. The cameras will be directed at all safes, vaults, sales areas and areas where marijuana is cultivated, harvested, processed, prepared, stored, handled or dispensed. Cameras will be angled so as to allow for the capture of clear and certain identification of any person entering or exiting the UC Retail facility or area.
- 24-hour recordings from all video cameras will be made available for immediate viewing by Cannabis Control Commission agents and local law enforcement upon request and recordings will be retained for at least 90 calendar days. Recordings will not be destroyed or altered and will be retained as long as necessary if UC Retail is aware of a pending criminal, civil or administrative investigation or legal proceeding for which the recording may contain relevant information.

- The ability to immediately produce a clear, color still photo whether live or recorded. In addition, a date and time stamp will be embedded in all recordings, which will be synchronized and set correctly at all times and shall not significantly obscure the picture.
- The ability to remain operational during a power outage.
- A video recording that allows for the exporting of still images in an industry standard image format, including .jpg, .bmp and .gif. Exported video shall have the ability to be archived in a proprietary format that ensures authentication of the video and guarantees that no alternation of the recorded image has taken place. Exported video shall also have the ability to be saved in an industry standard file format that may be played on a standard computer operating system. All recordings shall be erased or destroyed prior to disposal.

Security System & Policy Related Features

- All security system equipment and recordings will be maintained in a secure, locked room so as to prevent theft, loss, destruction and alterations. This room will not be used for any other function outside of security and computer system control.
- UC Retail will, on an annual basis, obtain a security system audit by a vendor approved by the Commission. A report of such audit will be submitted to the Cannabis Control Commission, no later than 30 calendar days after the audit is conducted. If the audit identifies concerns related to our security system, UC Retail will also submit a plan to mitigate those concerns within ten business days of submitting the audit.
- Access to surveillance areas will be limited to persons that are essential to surveillance operations, law enforcement authorities, security system service personnel and the Cannabis Control Commission.
- All security equipment will be inspected and tested at regular intervals, not to exceed 30 calendar days from previous inspection and test, to ensure it is in good working order.
- All employees who are issued keys or security codes to the facility are responsible for their safekeeping. No employee may authorize any other person to utilize their keys or codes. Employees will sign an Access Acknowledgement Form. In accordance with applicable laws and regulations, any employee who leaves any keys in a lock or keys or security codes in a location accessible to unauthorized person or discloses their code to any other person may be reprimanded or terminated.
- The last employee, or a designated employee, who leaves the facility at the end of the business day assumes the responsibility to ensure that all doors are securely locked, the alarm system is armed, thermostats are set on appropriate evening and/or weekend setting, and all appliances and lights are turned off with exception of the lights normally left on for security purposes. Employees are not allowed on company property after hours without prior authorization from their supervisor.

Restricting Access to Age 21 & Older

Access to our facility will be restricted to individuals 21 years of age or older. Age validation will be required by presentation of one of the identifying documents: a state-issued driver's license, a state-issued identification card, a valid passport or passport card, or a Department of Defense Identification Card. Age validation will occur at main entry points of the facility.

On-Premises Verification of Identification

On entry into the premises, a UC Retail Agent will immediately inspect the individual's proof of identification and determine the individual's age. An individual shall not be admitted to the premises, unless UC Retail has verified that the individual is 21 years of age or older by an individual's proof of identification.

Providing Access to State & Local Authorities

The following individuals will have access to UC Retail's premises:

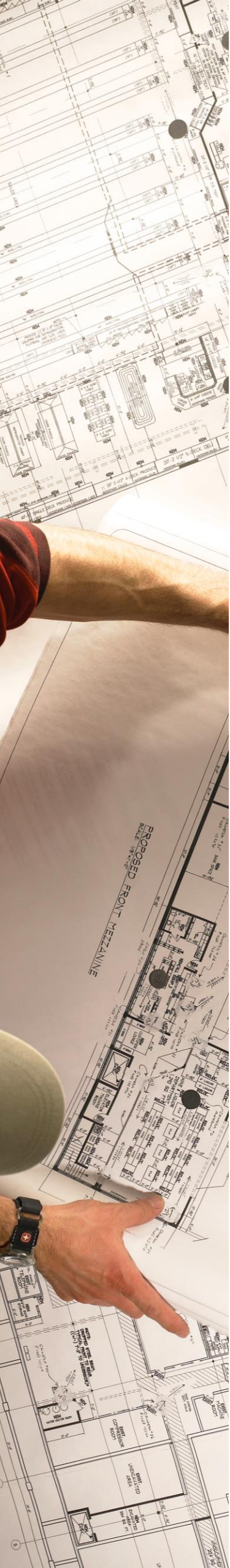
- Representatives of the Cannabis Control Commission in the course of their responsibilities.
- Representatives of other state agencies of the Commonwealth of Massachusetts
- Emergency responders while responding to an emergency.
- Authorized law enforcement personnel or local public health, inspectional services, or other permit-granting agents acting within their lawful jurisdiction.

Other Security Related Efforts & Summaries

UC Retail's security policies and team will:

- continuously monitor exterior cameras and walk parking areas in order to prevent loitering and ensure that individuals on the premises are allowed.
- Ensure the outside of the establishment is sufficiently lit.
- Develop emergency policies and procedures for securing all product following the loss of marijuana.
- share our security plan with local law enforcement officials if the plans are modified in a material way.
- have an on-site secure locked safe or vault used exclusively for the purpose of securing cash.
- ensure cameras are directed where cash is kept, handled and packaged.
- use of a locked bag for the transportation of cash from a Marijuana Establishment to a financial institution or DOR facility if approved for an alternative security measure.
- ensure the transportation of cash shall be conducted in an unmarked vehicle if approved for an alternative security measure.
- ensure the vehicle used to transport cash shall be staffed with a minimum of two agents if approved for an alternative security measure.
- ensure vehicle used to transport cash shall be equipped with real-time GPS tracking if approved for an alternative security measure.
- ensure vehicle used to transport cash shall have two-way communications with Marijuana Establishment if approved for an alternative security measure.
- seek approval of the alternative safeguard by the financial institution or DOR facility if approved for an alternative security measure.
- ensure that all waste containing finished marijuana shall be stored and secured.

- Ensure no fewer than two (2) establishment agents must witness and document how waste is disposed.
- ensure that all marijuana is kept out of plain sight.
- ensure all limited access areas have a sign that be a minimum of 12" x 12" and which states: "Do Not Enter—Limited Access Area—Access Limited to Authorized Personnel Only".
- ensure all limited access areas are clearly described by the filing of a diagram and are restricted to employees or agents.
- ensure employees will always visibly display an employee identification badge.
- ensure all outside visitors will obtain and display a visitor identification badge.
- ensure all outside personnel will always be escorted.
- ensure all visitors must be logged in and out and a log maintained.
- ensure all visitors will return their badge before exiting the establishment.
- ensure that after a breach of security, we will notify appropriate law enforcement authorities and the Commission no more than 24 hours.
- ensure that we file an incident report following any breach of security within 10 calendar days.
- ensure all incident reports are maintained for a period of one year or for the duration of an open investigation, whichever is longer.
- ensure we have a back-up alarm system.
- ensure all trees, bushes, and other foliage outside the establishment will be maintained to prevent persons from concealing themselves from sight.
- have a written process for securing cash and ensuring transfers of deposits to our financial institutions.
- use an armored transport provider that is licensed pursuant to M.G.L. c. 147, § 25. 935 935 CMR 500.110(7)
- prohibit the transportation of Marijuana or Marijuana Products at the same time that cash is being transported for deposit to a financial institution or DOR facility if approved for an alternative security measure.

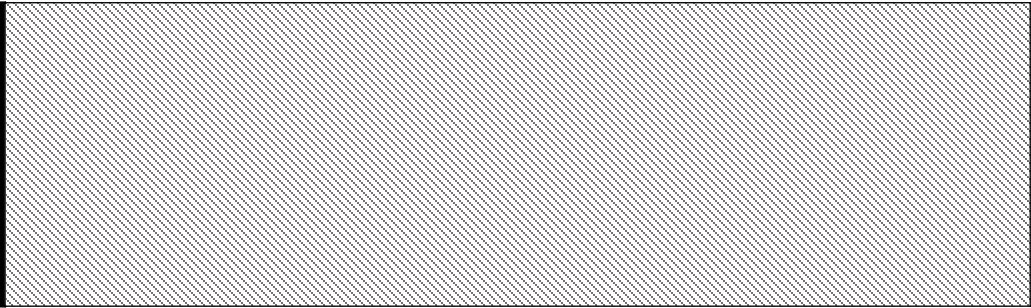


ELECTRONIC SECURITY PLAN PREPARED FOR:

CUSTOMER:	United Cultivation
LOCATION:	476 Main St Unit #5, Bolton, MA 01740
PROJECT TYPE	Cannabis Dispensary
DATE:	4/3/2023

PREPARED BY:





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Drawings Package	
SET-072-000	Title Sheet and Drawing Index
SET-072-001	Abbreviations
SET-072-002	Symbols
SET-072-003	CCTV Plan
SET-072-004	Access Control Plan
SET-072-005	Intrusion Detection Plan
SET-072-006	Intercom Plan

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	SCALE
4/3/2023	
DRAWN BY	PROJ ENG
CHECKED BY	QC

DRAWING TITLE:
United Cultivation Bolton
Dispensary – Security Plan


DRAWING NUMBER:

ACS	ACCESS CONTROL SYSTEM	DAH	DURESS ALARM SWITCH HARD-WIRED	IS	IDS SIREN	OH	OVERHEAD DOOR	TSW	TAMPER SWITCH
ACD	ADDRESSABLE CONTROL DEVICE	DAW	DURESS ALARM SWITCH, WIRELESS	INDS	INTERCOM – DOOR STATION	ODC	OVERHEAD DOOR CONTROLS		
ALM	ALARM PANEL, IDS			INMS	INTERCOM – MASTER STATION				
AN	ANALYTIC			IDS	INTRUSION DETECTION SYSTEM	<u>P</u>		UPS	UNINTERRUPTABLE POWER SUPPLY
ADL	ARMORED DOOR LOOP	EH	ELECTRIC HINGE	ISW	INTRUSION SIREN - WIRELESS	PTZ	CAMERA, PAN-TILT-ZOOM	USB	UNIVERSAL SERIAL BUS
AAN	AUDIBLE ANNUNCIATOR	ELS	ELECTRIFIED LOCKSET	IWR	INTRUSION WIRELESS REPEATER	PNL	PANEL	UTP	UNSHIELDED TWISTED PAIR
A/V	AUDIO VISUAL	EPH	ELECTRIFIED PANIC HARDWARE			PB	PANIC BUTTON		
ADO	AUTOMATIC DOOR OPERATOR	EML	ELECTRO MAGNETIC LOCK	<u>J</u>	JOYSTICK	PBW	PANIC BUTTON - WIRELESS		
		EMLD	ELECTRO MAG LOCK - DELAYED EGRESS	JS	JUNCTION BOX	PP	PATCH PANEL	VGO	VEHICLE GATE OPENER
		EDS	ELECTRONIC DOOR STRIKE	JB		PED	PEDESTAL	VDS	VIDEO DOOR STATION
BBE	BACK-UP BATTERY ENCLOSURE	EPB	EMERG EXIT PUSH BUTTON			POE	POWER OVER ETHERNET	VIM	VIDEO INTERCOM MASTER
BMS	BALANCED MAGNETIC SWITCH	EPBP	EMERG EXIT PUSH BUTTON - PNEUMATIC	<u>K</u>	KEY RESET	PSU	POWER SUPPLY UNIT	VIR	VIDEO INTERCOM REMOTE
BATT	BATTERY	EFR	EQUIPMENT FLOOR RACK	KR	KEYBOARD	PTC	POWER TRANSFER CORD	VIS	VIDEO INTERCOM SUBMASTER
		EWR	EQUIPMENT WALL RACK	KBD	KEYBOARD	P	PULL STATION ADDRESSABLE	VLD	VEHICLE LOOP DETECTOR
		ENC	NETWORK VIDEO ENCODER	KVM	KEYBOARD/VIDEO/MOUSE			VMS	VIDEO MANAGEMENT SYSTEM
CPS	CAMERA POWER SUPPLY			KP	KEYPAD	<u>R</u>			
CAM	CAMERA, FIXED INTERIOR	<u>F</u>	FIBER	KPW	KEYPAD - WIRELESS	RIM	READER INTERFACE MODULE		
CAME	CAMERA, FIXED EXTERIOR	FM	FIBER MODULE	KS	KEYSWITCH	RX	RECEIVER	WAN	WIDE AREA NETWORK
C180	CAMERA, FIXED 180	FM/E	FIBER MODULE / ETHERNET			RDR	REMOTE DOOR RELEASE	WP	WEATHERPROOF
C360	CAMERA, FIXED 360	FO	FIBER OPTIC	<u>L</u>	LIQUID CRYSTAL DISPLAY	RM	REMOTE MONITORING	WR	WIRELESS RECEIVER
CR	CARD READER	FOTC	FIBER OPTIC DATA TRANCEIVER	LAN	LOCAL AREA NETWORK	REX	REQUEST TO EXIT SENSOR	WS	WORKSTATION
CRKB	CARD READER W/KEYPAD/BIOMETRIC	FOMUX	FIBER OPTIC VIDEO MULTIPLEXER	LAA	LOCAL AUDIBLE ALARM	RO	ROUTER		
CM	CEILING MOUNT PASSIVE IR SENSOR	FORX	FIBER OPTIC VIDEO RECEIVER MODULE	LPS	LOCK POWER SUPPLY	RPT	WIRELESS REPEATER		
CC	CENTRAL COMPUTER (SERVER)	FOTX	FIBER OPTIC VIDEO TRANSMITTER MODULE						
CCTV	CLOSED CIRCUIT TELEVISION	FACP	FIRE ALARM CONTROL PANEL			<u>S</u>			
				<u>M</u>	MIDSPAN INJECTOR	STR	IDS STROBE		
				MSI	MIDSPAN INJECTOR	SPDT	SINGLE POLE/DOUBLE THROW		
DED	DELAYED EXIT DEVICE	<u>G</u>	GATE CONTROLLER	MC	MODULE, CONTROL	SFP	SM FORM-FACTOR PLUGGABLE		
DVR	DIGITAL VIDEO RECORDER	GC	GATE CONTROLLER	MM	MODULE, MONITOR	<u>Z</u>	SMOKE DETECTOR ADDRESSABLE		
DCH	DOOR CONTACT HARDWIRED	GPS	GATE POSITION SWITCH	MON	MONITOR	SND	SOUNDER		
DCW	DOOR CONTACT WIRELESS	GBS	GLASS BREAK SENSOR	M360	MOTION DET. 360 SENSOR	S	STROBE		
DPS	DOOR POSITION SWITCH	GBSW	GLASS BREAK SENSOR - WIRELESS	MDS	MOTION DET. SENSOR	SS	SURGE SUPPRESSOR		
DPSW	DOOR POSITION SWITCH WIRELESS			MDSW	MOTION DET. SENSOR - WIRELESS				
DB	DOORBELL BUTTON	<u>H</u>	HANDICAP DOOR OPENER (ELECTRIC)	MFR	MULTIFACTOR READER				
DBC	DOORBELL CHIME	HDO	HANDICAP DOOR OPENER (ELECTRIC)			<u>N</u>	NETWORK SWITCH		
DD	DOUBLE DOORS	HE	HEAD END	NSW	NETWORK SWITCH				
DPDT	DOUBLE POLE/DOUBLE THROW	H	HEAT DETECTOR ADDRESSABLE	NVR	NETWORK VIDEO RECORDER				
		HDMI	HIGH-DEF MULTI MEDIA INTERFACE						
		H/S	HORN/STROBE						

KEYPLAN:






REV	DATE	DESCRIPTION

DATE	4/3/2023	SCALE
DRAWN BY		PROJ ENG
CHECKED BY		QC
DRAWING TITLE: United Cultivation Bolton Dispensary – Security Plan		
DRAWING NUMBER:		



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ACP	ACCESS CONTROL PANEL
ACD	ADDRESSABLE CONTROL DEVICE
ALM	ALARM PANEL, IDS
AAN	AUDIBLE ANNUNCIATOR
ADO	AUTOMATIC DOOR OPERATOR
BBE	BACK-UP BATTERY ENCLOSURE
CPS	CAMERA POWER SUPPLY
	CAMERA, FIXED INTERIOR
	CAMERA, FIXED EXTERIOR
	CAMERA, FIXED 180
	CAMERA, FIXED 270
	CAMERA, FIXED 360
CR	CARD READER
CRKB	CARD READER W/KP/BIOMETRIC
CM	CEILING – MOUNT PASSIVE IR SENSOR
CMDT	CEILING MOUNT DUAL TECH MOTION SENSOR
CC	CENTRAL COMPUTER (SERVER)
CRK	CONTACT CARD READER/KEYPAD
CCR	CONTACTLESS CARD READER
DED	DELAYED EXIT DEVICE
DVR	DIGITAL VIDEO RECORDER (DVR)
DBC	DOOR BELL CHIME
DCH	DOOR CONTACT HARDWIRED
DCW	DOOR CONTACT WIRELESS
EH	ELECTRIC HINGE
EPH	ELECTRIC PANIC HARDWARE
ELS	ELECTRIFIED LOCK SET

EML	ELECTRO MAGNETIC LOCK
EMLD	ELECTRO MAGNETIC LOCK - DELAYED EGRESS
EPBP	EMERG EXIT PUSH BUTTON - PNUJEMATIC
EFR	EQUIPMENT FLOOR RACK
EWR	EQUIPMENT WALL RACK
EPB	EXIT PUSH BUTTON
FM/E	FIBER MODULE / ETHERNET
FOTC	FIBER OPTIC DATA TRANSCIEVER
FOMUX	FIBER OPTIC VIDEO MULTIPLEXER
FORX	FIBER OPTIC VIDEO RECEIVER MODDULE
FOTX	FIBER OPTIC VIDEO TRANSMITTER MODULE
GC	GATE CONTROLLER
GPS	GATE POSITION SWITCH
GBS	GLASS BREAK SENSOR
GBSW	GLASS BREAK SENSOR - WIRELESS
HE	HEAD END
INDS	INTERCOM – DOOR STATION
INMS	INTERCOM – MASTER STATION
IS	IDS SIREN
IST	IDS TRANSCIEVER
IIL	INFRARED ILLUMINATOR
ISC	INTELLIGENT SYSTEM CONTROLLER
ISW	INTRUSION SIREN - WIRELESS
IWR	INTRUSION WIRELESS REPEATER
KBD	KEYBOARD
KVM	KEYBOARD / VIDEO / MOUSE
KP	KEYPAD

KIP	KEYPAD, IDS PANEL
MON	MONITOR
M360	MOTION DETECTOR 360 SENSOR
MDS	MOTION DETECTOR SENSOR
MDSW	MOTION DETECTOR SENSOR - WIRELESS
NSW	NETWORK SWITCH
NVR	NETWORK VIDEO RECORDER
ODC	OVERHEAD DOOR CONTROLS
PB	PANIC BUTTON
PBW	PANIC BUTTON - WIRELESS
PH	PANIC HARDWARE
PIR	PASSIVE INFRARED SENSOR
PED	PEDESTAL
PSU	POWER SUPPLY UNIT
QRW	QUAD RECEPTACLE – WALL MOUNTED
REL	RELAY
RDR	REMOTE DOOR RELEASE
RM	REMOTE MONITORING
REX	REQUEST TO EXIT SENSOR
RO	ROUTER
SND	SOUNDER
SDO	SLIDE DOOR OPERATOR
SS	SURGE SUPPRESSOR
TSW	TAMPER SWITCH
UPS	UNINTERRUPTIBLE POWER SUPPLY
USB	USB EXTENDER
VGO	VEHICLE GATE OPERATOR

REV	DATE	DESCRIPTION

KEYPLAN:

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4/3/2023	
DRAWN BY	PROJ ENG
CHECKED BY	QC

DRAWING TITLE:
 United Cultivation Bolton
 Dispensary – Security Plan
 DRAWING NUMBER:

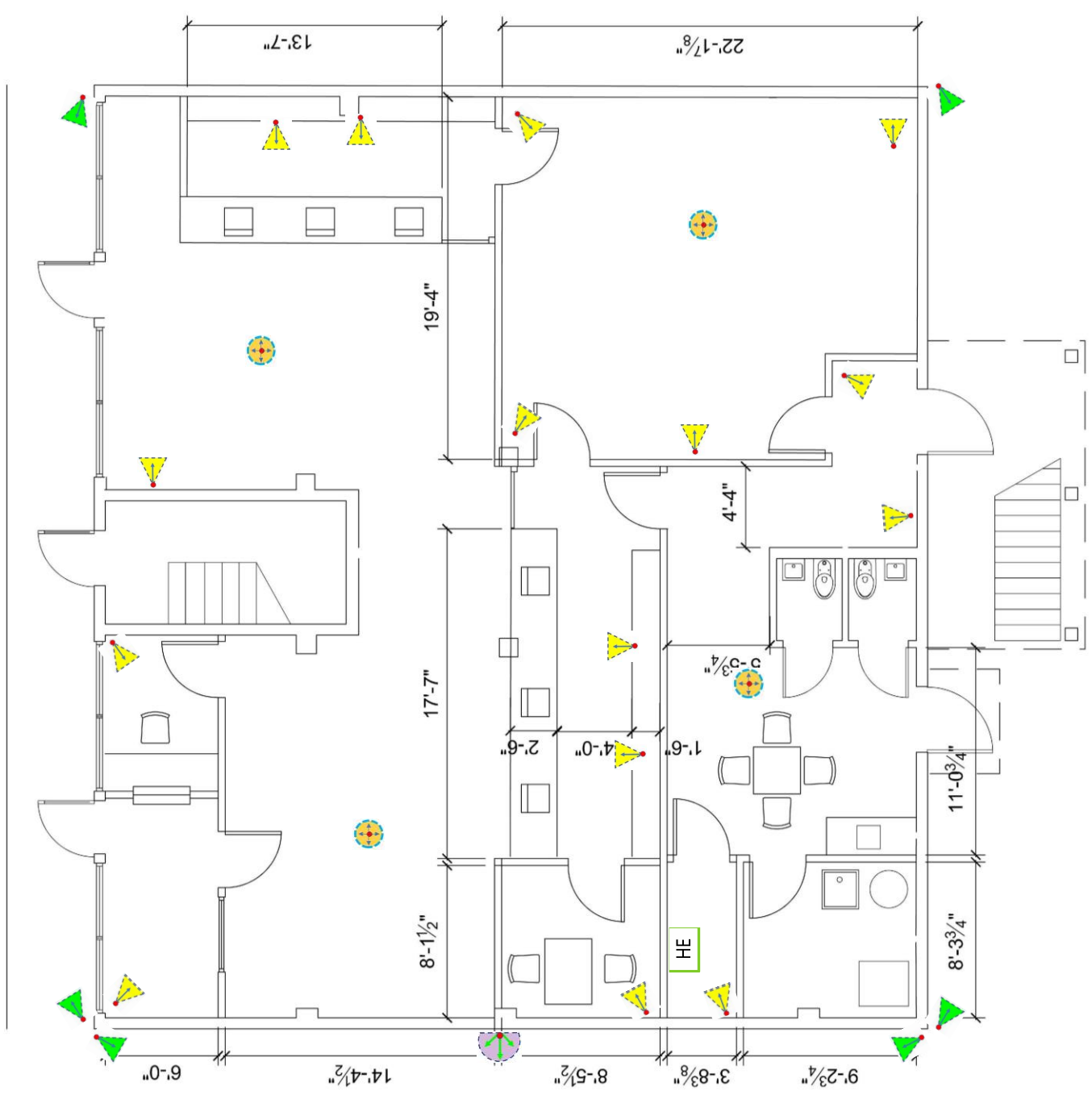


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SYMBOL	DESCRIPTION
	Network Video Recorder
	Camera, Fixed Interior
	Camera, Fixed Exterior
	Camera, Fixed 180°
	Camera, Fixed 360°
	Camera, Fixed 360°
	Equipment Floor Rack
	Equipment Wall Rack
	Network Switch
	Head End
	Monitor
	Uninterruptable Power Supply



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Surveillance Cameras and Video Head End

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	4/3/2023	SCALE	Not to scale
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CHECKED BY		QC	

DRAWING TITLE:
 United Cultivation Bolton
 Dispensary - Security Plan

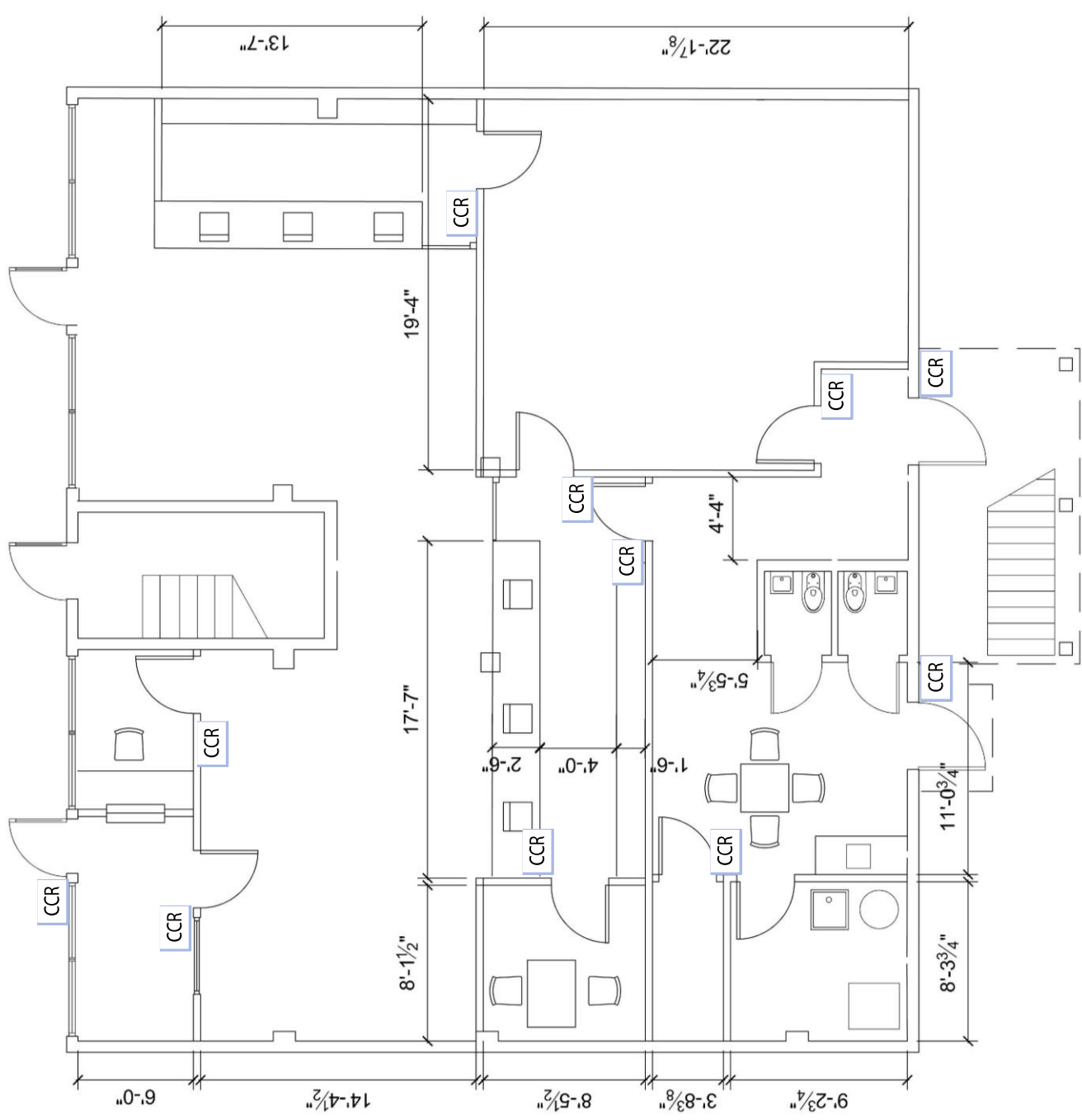
DRAWING NUMBER:
 19100.001.VMS001

LEGEND – ACS

SYMBOL	DESCRIPTION
ACP	Access Control Panel
REX	Request To Exit Sensor
CRK	Contact Card Reader/Keypad
CCR	Contactless Card Reader
DCH	Door Contact Hardwired



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Access Control Doors and Head End

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	4/3/2023	SCALE	Not to scale
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 United Cultivation Bolton
 Dispensary – Security Plan

DRAWING NUMBER:
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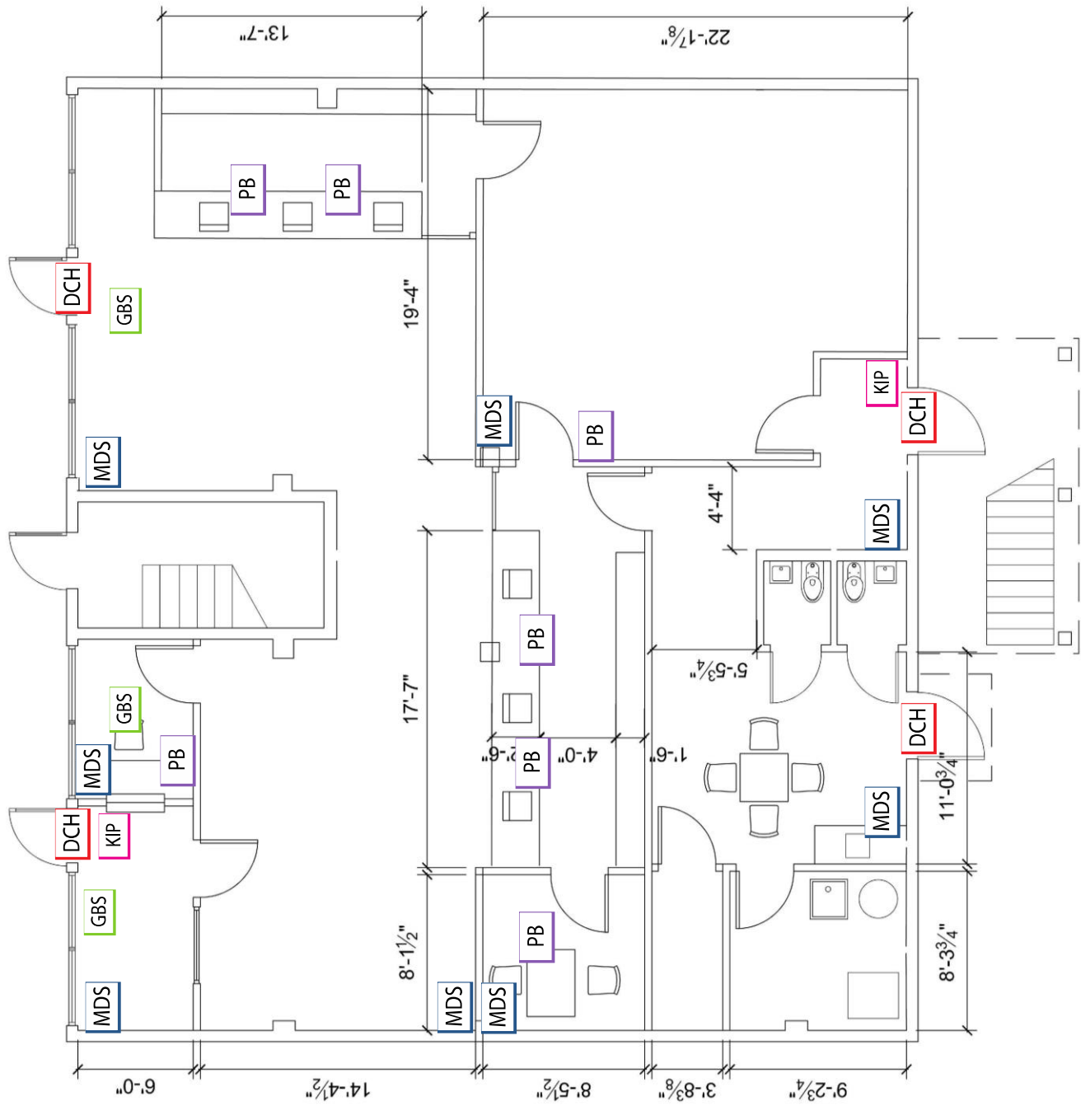
LEGEND — INTS

SYMBOL	DESCRIPTION
ALM	Alarm Panel, IDS
MDS	Wired Motion Sensor
DCW	Door Contact Wireless
PB	Panic Button - Wired
PBW	Panic Button - Wired
GBS	Glass Break Sensor
GBSW	Glass Break Sensor - Wireless
MDSW	Motion Detector - Wireless
IS	IDS Siren
IST	IDS Strobe
DCH	Door Contact Hard Wired
IWR	Intrusion Wireless Repeater
KIP	Keypad, IDS Panel
IM360	Motion Detector 360 Sensor
IST	IDS Transceiver

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Intrusion Alarm System Components and Head End

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	SCALE
4/3/2023	Not to scale

DRAWN BY	PROJ ENG

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DRAWING TITLE:
 United Cultivation Bolton
 Dispensary – Security Plan

DRAWING NUMBER:
 19100.001.INT001

Intercom Components

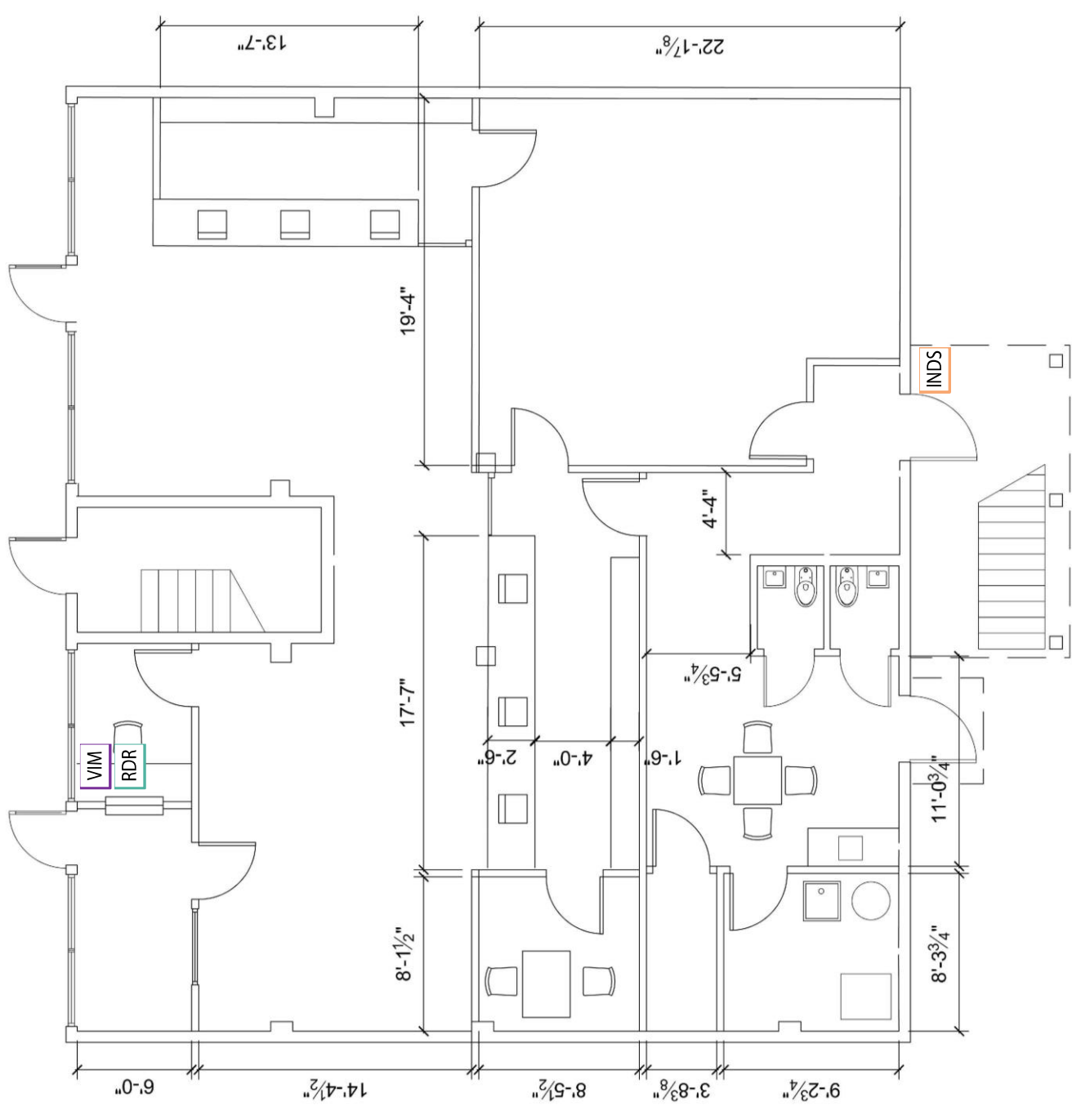
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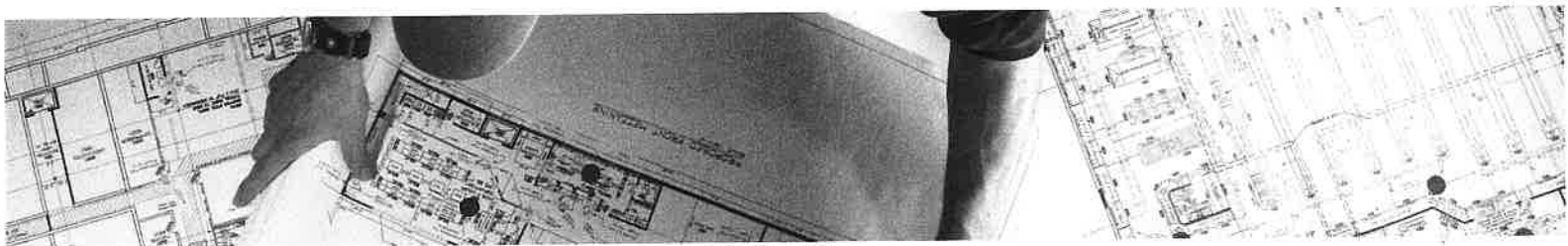
LEGEND – INTC

SYMBOL	DESCRIPTION
INDS	Video Intercom - Door Station
VIM	Video Intercom Master
NSW	Network Switch
PED	Pedestal
PSU	Power Supply Unit
RDR	Remote Door Release
REL	Relay
XFMR	Transformer
VIS	Video Intercom Sub-master

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ELECTRONIC SECURITY PLAN PREPARED FOR:	
CUSTOMER:	United Cultivation
LOCATION:	476 Main St Unit #5, Bolton, MA 01740
PROJECT TYPE	Cannabis Dispensary
DATE:	4/3/2023


PREPARED BY:



Setronics Corp. | 5 Executive Park Drive | Billerica, MA 01862 | P: 978-671-5450

The Bolton Police department accepts the Security, Camera, and Alarm Plans dated 4/3/2023 and 4/4/2023.

The Police Department reserves the right, at our discretion, to change, modify, add, or remove portions from this policy at any time during its development.


Warren E. Nelson, Jr. Chief of Police


Date

Drawings Package	
SET-072-000	Title Sheet and Drawing Index
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SET-072-002	Symbols
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SET-072-004	Access Control Plan
SET-072-005	Intrusion Detection Plan
SET-072-006	Intercom Plan

REV	DATE	DESCRIPTION

KEYPLAN:

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SYMBOLS

ACP	ACCESS CONTROL PANEL	EML	ELECTRO MAGNETIC LOCK	KIP	KEYPAD, IDS PANEL
ACD	ADDRESSABLE CONTROL DEVICE	EMLD	ELECTRO MAGNETIC LOCK - DELAYED EGRESS	MON	MONITOR
ALM	ALARM PANEL, IDS	EPBP	EMERG EXIT PUSH BUTTON - PNEUMATIC	M360	MOTION DETECTOR 360 SENSOR
AAN	AUDIBLE ANNUNCIATOR	EFR	EQUIPMENT FLOOR RACK	MDS	MOTION DETECTOR SENSOR
ADO	AUTOMATIC DOOR OPERATOR	EWR	EQUIPMENT WALL RACK	MDSW	MOTION DETECTOR SENSOR - WIRELESS
BBE	BACK-UP BATTERY ENCLOSURE	EPB	EXIT PUSH BUTTON	NSW	NETWORK SWITCH
CPS	CAMERA POWER SUPPLY	FM/E	FIBER MODULE / ETHERNET	NVR	NETWORK VIDEO RECORDER
	CAMERA, FIXED INTERIOR	FOTC	FIBER OPTIC DATA TRANSCEIVER	ODC	OVERHEAD DOOR CONTROLS
	CAMERA, FIXED EXTERIOR	FOMUX	FIBER OPTIC VIDEO MULTIPLEXER	PB	PANIC BUTTON
	CAMERA, FIXED 180	FORX	FIBER OPTIC VIDEO RECEIVER MODULE	PBW	PANIC BUTTON - WIRELESS
	CAMERA, FIXED 270	FOTX	FIBER OPTIC VIDEO TRANSMITTER MODULE	PH	PANIC HARDWARE
	CAMERA, FIXED 360	GC	GATE CONTROLLER	PIR	PASSIVE INFRARED SENSOR
CR	CARD READER	GPS	GATE POSITION SWITCH	PED	PEDESTAL
CRKB	CARD READER W/KP/BIOMETRIC	GBS	GLASS BREAK SENSOR	PSU	POWER SUPPLY UNIT
CM	CEILING - MOUNT PASSIVE IR SENSOR	GBSW	GLASS BREAK SENSOR - WIRELESS	QRW	QUAD RECEPTACLE - WALL MOUNTED
CMDT	CEILING MOUNT DUAL TECH MOTION SENSOR	HE	HEAD END	REL	RELAY
CC	CENTRAL COMPUTER (SERVER)	INDS	INTERCOM - DOOR STATION	RDR	REMOTE DOOR RELEASE
CRK	CONTACT CARD READER/KEYPAD	INMS	INTERCOM - MASTER STATION	RM	REMOTE MONITORING
CCR	CONTACTLESS CARD READER	IS	IDS SIREN	REX	REQUEST TO EXIT SENSOR
DED	DELAYED EXIT DEVICE	IST	IDS TRANSCEIVER	RO	ROUTER
DVR	DIGITAL VIDEO RECORDER (DVR)	IIL	INFRARED ILLUMINATOR	SND	SOUNDER
DBC	DOOR BELL CHIME	ISC	INTELLIGENT SYSTEM CONTROLLER	SDO	SLIDE DOOR OPERATOR
DCH	DOOR CONTACT HARDWIRED	ISW	INTRUSION SIREN - WIRELESS	SS	SURGE SUPPRESSOR
DCW	DOOR CONTACT WIRELESS	IWR	INTRUSION WIRELESS REPEATER	TSW	TAMPER SWITCH
EH	ELECTRIC HINGE	KBD	KEYBOARD	UPS	UNINTERRUPTIBLE POWER SUPPLY
EPH	ELECTRIC PANIC HARDWARE	KVM	KEYBOARD / VIDEO / MOUSE	USBE	USB EXTENDER
ELS	ELECTRIFIED LOCK SET	KP	KEYPAD	VGO	VEHICLE GATE OPERATOR

- Diagrammatic Drawing Only -

REV	DATE	DESCRIPTION

KEYPLAN:

DRAWING TITLE:
United Cultivation Bolton
Dispensary - Security Plan

DRAWING NUMBER:

- Diagrammatic Drawing Only -



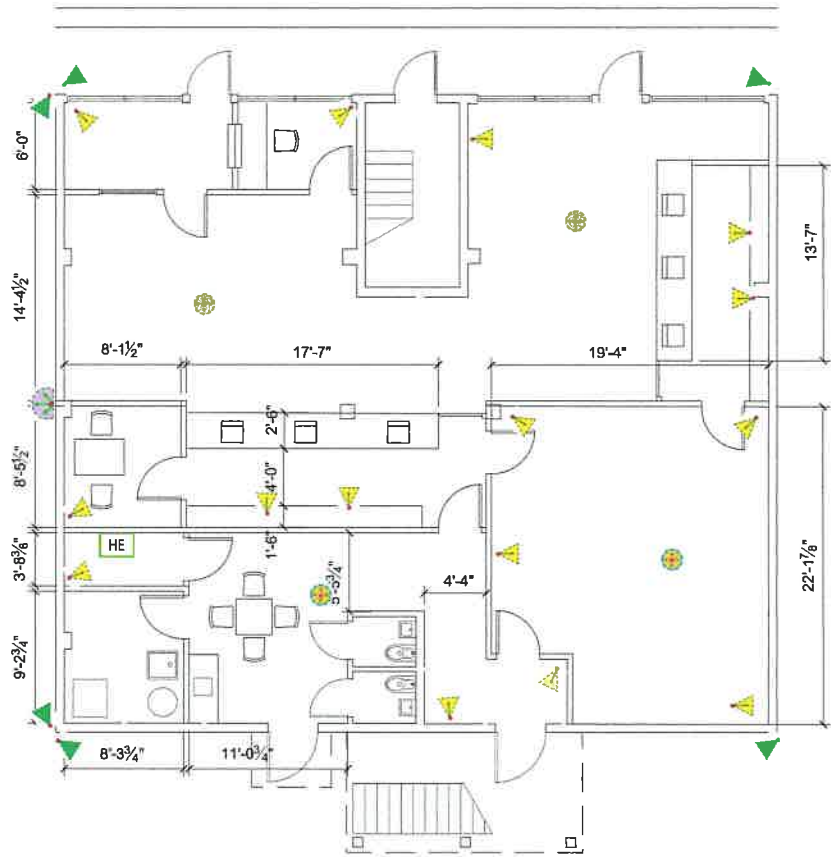
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LEGEND - VIDEO

SYMBOL	DESCRIPTION
	Network Video Recorder
	Camera, Fixed Interior
	Camera, Fixed Exterior
	Camera, Fixed 180°
	Camera, Fixed 360°
	Equipment Floor Rack
	Equipment Wall Rack
	Network Switch
	Head End
	Monitor
	Uninterruptible Power Supply



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Diagrammatic Drawing Only

**Surveillance
 Cameras and
 Video Head
 End**

REV	DATE	DESCRIPTION

KEYPLAN:

DATE 4/3/2023	SCALE Not to scale
DRAWN BY	PROJ ENG
CHECKED BY	QC

DRAWING TITLE:
 United Cultivation Bolton
 Dispensary – Security Plan

DRAWING NUMBER:
 19100.001.VMS001

Diagrammatic Drawing Only

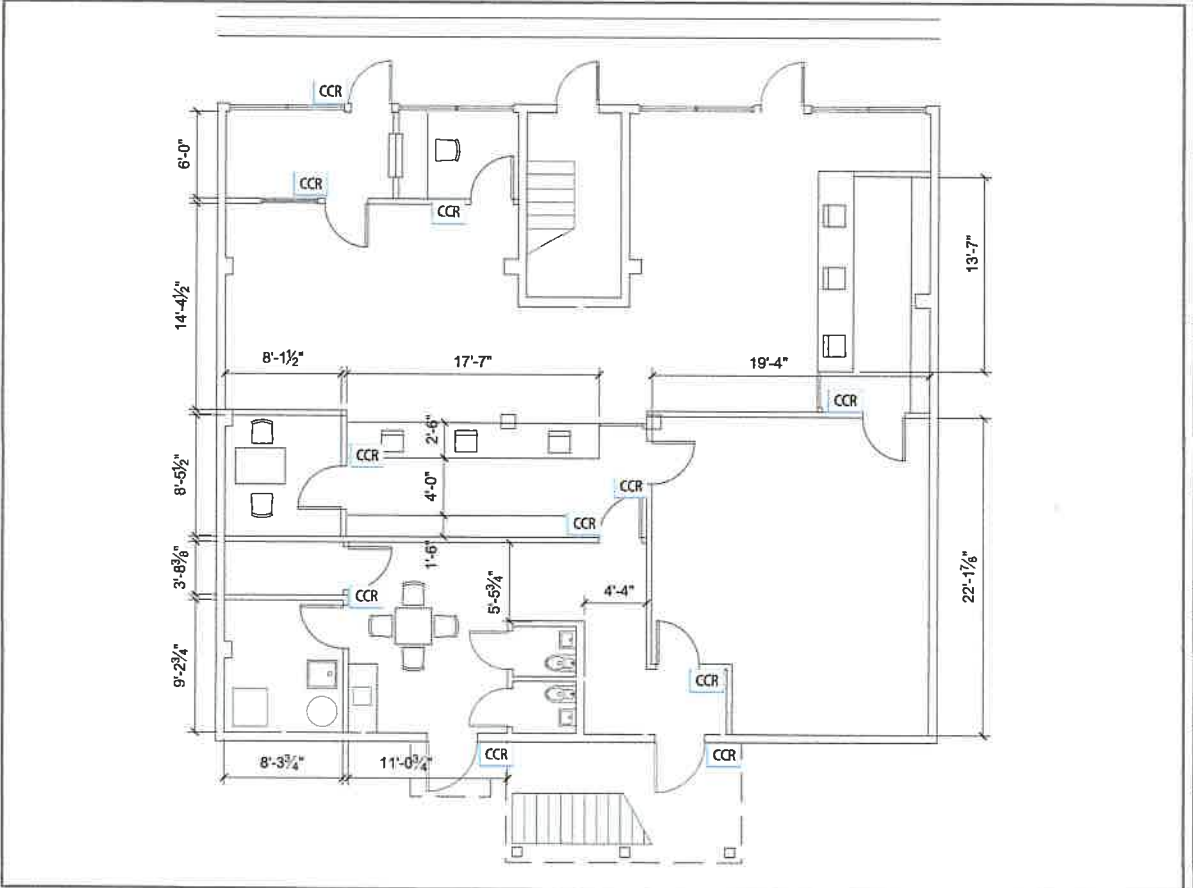
LEGEND – ACS

SYMBOL	DESCRIPTION
ACP	Access Control Panel
REX	Request To Exit Sensor
CRK	Contact Card Reader/Keypad
CCR	Contactless Card Reader
DCH	Door Contact Hardwired

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Diagrammatic Drawing Only

Access Control Doors and Head End

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	SCALE
4/3/2023	Not to scale
DRAWN BY	PROJ ENG
CHECKED BY	QC
DRAWING TITLE:	
United Cultivation Bolton Dispensary – Security Plan	
DRAWING NUMBER:	
19100.001.ACS001	

Diagrammatic Drawing Only

LEGEND - INTS

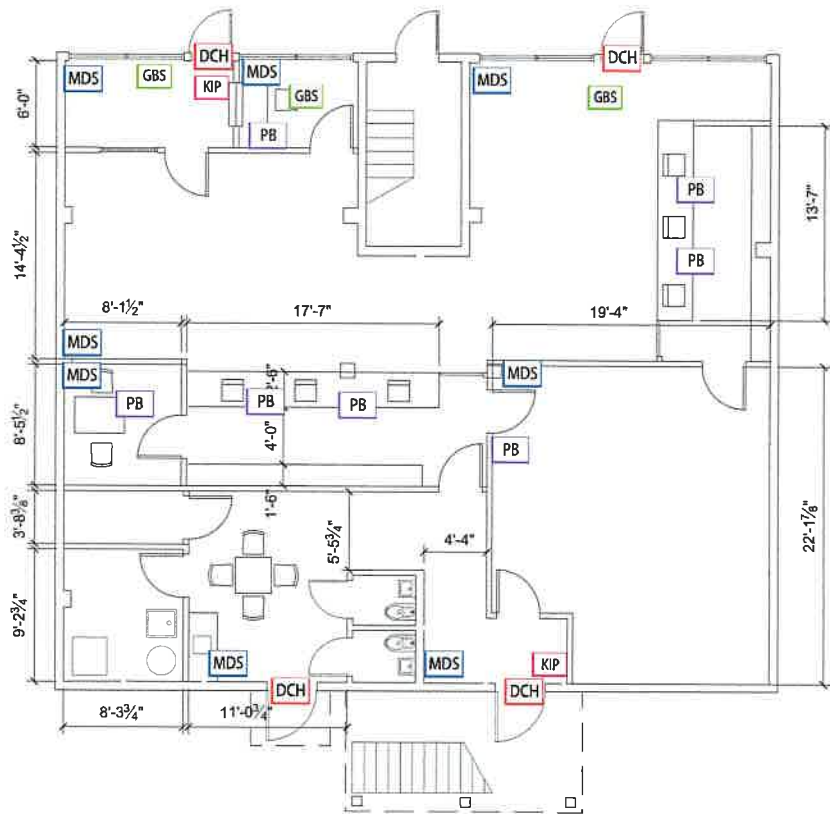
SYMBOL	DESCRIPTION
ALM	Alarm Panel, IDS
MDS	Wired Motion Sensor
DCW	Door Contact Wireless
PB	Panic Button - Wired
PBW	Panic Button - Wired
GBS	Glass Break Sensor
GBSW	Glass Break Sensor - Wireless
MDSW	Motion Detector - Wireless
IS	IDS Siren
IST	IDS Strobe
DCH	Door Contact Hard Wired
IWR	Intrusion Wireless Repeater
KIP	Keypad, IDS Panel
M360	Motion Detector 360 Sensor
IST	IDS Transceiver

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Diagrammatic Drawing Only

Intrusion Alarm System Components and Head End

REV	DATE	DESCRIPTION

KEYPLAN:

DATE 4/3/2023	SCALE Not to scale
DRAWN BY PROJ ENG	CHECKED BY QC

DRAWING TITLE:
United Cultivation Bolton
Dispensary - Security Plan

DRAWING NUMBER:
19100.001.INT001

Diagrammatic Drawing Only

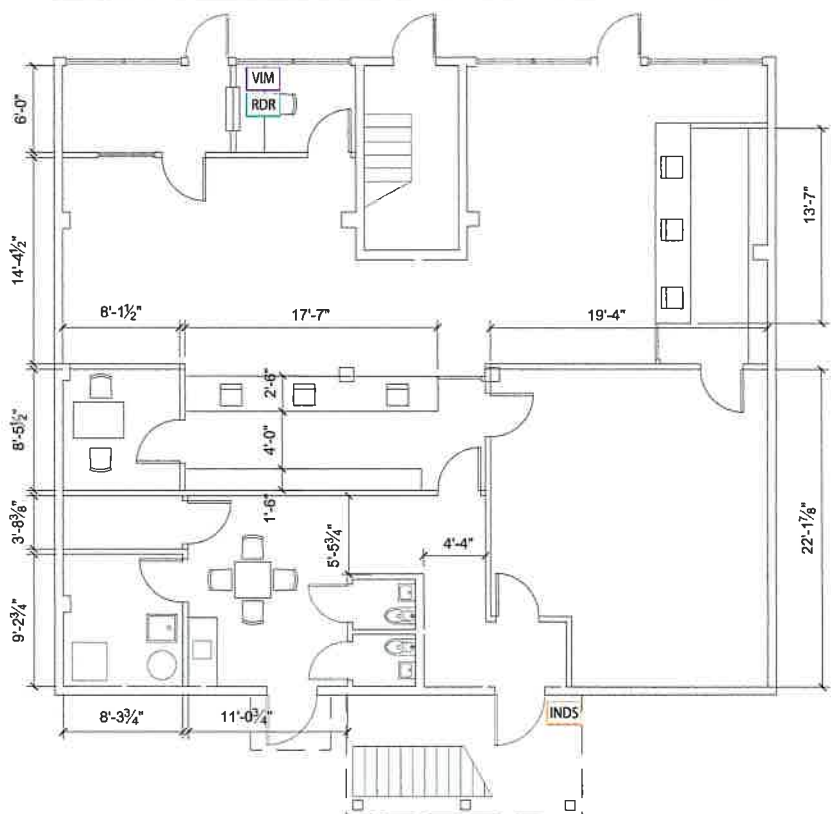
LEGEND - INTC

SYMBOL	DESCRIPTION
INDS	Video Intercom - Door Station
VIM	Video Intercom Master
NSW	Network Switch
PED	Pedestal
PSU	Power Supply Unit
RDR	Remote Door Release
REL	Relay
XFMR	Transformer
VIS	Video Intercom Sub-master

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Intercom Components

REV	DATE	DESCRIPTION

KEYPLAN:

DATE	SCALE
4/3/2023	
DRAWN BY	PROJ ENG
CHECKED BY	QC

DRAWING TITLE:
United Cultivation Bolton
Dispensary - Security Plan

DRAWING NUMBER:
19100.001.INT001

- Diagrammatic Drawing Only -

Security Plan

UC Retail is committed to the security of our employees, our customers, and to the residents of and visitors to the Town of Bolton . We believe that by establishing strict, disciplined, and thorough security protocols within our operations, we can eliminate concerns regarding safety, product diversion, theft, and unauthorized access to our facilities.

Security System Overview

UC Retail will create a security envelope that covers both the interior and exterior of our facility in an effort to prevent and detect diversion, theft or loss of marijuana or unauthorized intrusion.

Security Lighting Framework:

- Indoor and outdoor lighting to maintain an adequate light level at the interior and exterior of the facilities to ensure that personnel and the video surveillance system can effectively monitor the space in and around the facility at all times.
- Exterior lighting will be directed so as to not pose a nuisance to neighboring properties.

Alarm Framework:

- 24-hour, continuous operation with monitoring by a third-party remote central control station which will have the responsibility for automatically providing notification to law enforcement of any breach in the facility's security system.
- A perimeter alarm on all building entry and exit points and all perimeter windows.
- A failure notification system that provides an audible, text or visual notification of any failure in the surveillance system. This failure notification system will provide an alert to designated employees of UC Retail within five minutes after the failure, either by telephone, email, or text message.
- A duress alarm, panic alarm or hold-up alarm connected to monitoring company, local public safety or law enforcement authorities.

Video Framework:

- Video cameras in all areas that may contain marijuana, at all points of entry and exit and in any parking lot which shall be appropriate for the normal lighting conditions of the area under surveillance. The cameras will be directed at all safes, vaults, sales areas and areas where marijuana is cultivated, harvested, processed, prepared, stored, handled or dispensed. Cameras will be angled so as to allow for the capture of clear and certain identification of any person entering or exiting the UC Retail facility or area.
- 24-hour recordings from all video cameras will be made available for immediate viewing by Cannabis Control Commission agents and local law enforcement upon request and recordings will be retained for at least 90 calendar days. Recordings will not be destroyed or altered and will be retained as long as necessary if UC Retail is aware of a pending criminal, civil or administrative investigation or legal proceeding for which the recording may contain relevant information.

- The ability to immediately produce a clear, color still photo whether live or recorded. In addition, a date and time stamp will be embedded in all recordings, which will be synchronized and set correctly at all times and shall not significantly obscure the picture.
- The ability to remain operational during a power outage.
- A video recording that allows for the exporting of still images in an industry standard image format, including .jpg, .bmp and .gif. Exported video shall have the ability to be archived in a proprietary format that ensures authentication of the video and guarantees that no alternation of the recorded image has taken place. Exported video shall also have the ability to be saved in an industry standard file format that may be played on a standard computer operating system. All recordings shall be erased or destroyed prior to disposal.

Security System & Policy Related Features

- All security system equipment and recordings will be maintained in a secure, locked room so as to prevent theft, loss, destruction and alterations. This room will not be used for any other function outside of security and computer system control.
- UC Retail will, on an annual basis, obtain a security system audit by a vendor approved by the Commission. A report of such audit will be submitted to the Cannabis Control Commission, no later than 30 calendar days after the audit is conducted. If the audit identifies concerns related to our security system, UC Retail will also submit a plan to mitigate those concerns within ten business days of submitting the audit.
- Access to surveillance areas will be limited to persons that are essential to surveillance operations, law enforcement authorities, security system service personnel and the Cannabis Control Commission.
- All security equipment will be inspected and tested at regular intervals, not to exceed 30 calendar days from previous inspection and test, to ensure it is in good working order.
- All employees who are issued keys or security codes to the facility are responsible for their safekeeping. No employee may authorize any other person to utilize their keys or codes. Employees will sign an Access Acknowledgement Form. In accordance with applicable laws and regulations, any employee who leaves any keys in a lock or keys or security codes in a location accessible to unauthorized person or discloses their code to any other person may be reprimanded or terminated.
- The last employee, or a designated employee, who leaves the facility at the end of the business day assumes the responsibility to ensure that all doors are securely locked, the alarm system is armed, thermostats are set on appropriate evening and/or weekend setting, and all appliances and lights are turned off with exception of the lights normally left on for security purposes. Employees are not allowed on company property after hours without prior authorization from their supervisor.

Restricting Access to Age 21 & Older

Access to our facility will be restricted to individuals 21 years of age or older. Age validation will be required by presentation of one of the identifying documents: a state-issued driver's license, a state-issued identification card, a valid passport or passport card, or a Department of Defense Identification Card. Age validation will occur at main entry points of the facility.

On-Premises Verification of Identification

On entry into the premises, a UC Retail Agent will immediately inspect the individual's proof of identification and determine the individual's age. An individual shall not be admitted to the premises, unless UC Retail has verified that the individual is 21 years of age or older by an individual's proof of identification.

Providing Access to State & Local Authorities

The following individuals will have access to UC Retail's premises:

- Representatives of the Cannabis Control Commission in the course of their responsibilities.
- Representatives of other state agencies of the Commonwealth of Massachusetts
- Emergency responders while responding to an emergency.
- Authorized law enforcement personnel or local public health, inspectional services, or other permit-granting agents acting within their lawful jurisdiction.

Other Security Related Efforts & Summaries


UC Retail's security policies and team will:

- continuously monitor exterior cameras and walk parking areas in order to prevent loitering and ensure that individuals on the premises are allowed.
- Ensure the outside of the establishment is sufficiently lit.
- Develop emergency policies and procedures for securing all product following the loss of marijuana.
- share our security plan with local law enforcement officials if the plans are modified in a material way.
- have an on-site secure locked safe or vault used exclusively for the purpose of securing cash.
- ensure cameras are directed where cash is kept, handled and packaged.
- use of a locked bag for the transportation of cash from a Marijuana Establishment to a financial institution or DOR facility if approved for an alternative security measure.
- ensure the transportation of cash shall be conducted in an unmarked vehicle if approved for an alternative security measure.
- ensure the vehicle used to transport cash shall be staffed with a minimum of two agents if approved for an alternative security measure.
- ensure vehicle used to transport cash shall be equipped with real-time GPS tracking if approved for an alternative security measure.
- ensure vehicle used to transport cash shall have two-way communications with Marijuana Establishment if approved for an alternative security measure.
- seek approval of the alternative safeguard by the financial institution or DOR facility if approved for an alternative security measure.
- ensure that all waste containing finished marijuana shall be stored and secured.

- Ensure no fewer than two (2) establishment agents must witness and document how waste is disposed.
- ensure that all marijuana is kept out of plain sight.
- ensure all limited access areas have a sign that be a minimum of 12" x 12" and which states: "Do Not Enter—Limited Access Area—Access Limited to Authorized Personnel Only".
- ensure all limited access areas are clearly described by the filing of a diagram and are restricted to employees or agents.
- ensure employees will always visibly display an employee identification badge.
- ensure all outside visitors will obtain and display a visitor identification badge.
- ensure all outside personnel will always be escorted.
- ensure all visitors must be logged in and out and a log maintained.
- ensure all visitors will return their badge before exiting the establishment.
- ensure that after a breach of security, we will notify appropriate law enforcement authorities and the Commission no more than 24 hours.
- ensure that we file an incident report following any breach of security within 10 calendar days.
- ensure all incident reports are maintained for a period of one year or for the duration of an open investigation, whichever is longer.
- ensure we have a back-up alarm system.
- ensure all trees, bushes, and other foliage outside the establishment will be maintained to prevent persons from concealing themselves from sight.
- have a written process for securing cash and ensuring transfers of deposits to our financial institutions.
- use an armored transport provider that is licensed pursuant to M.G.L. c. 147, § 25. 935 935 CMR 500.110(7)
- prohibit the transportation of Marijuana or Marijuana Products at the same time that cash is being transported for deposit to a financial institution or DOR facility if approved for an alternative security measure.

The Bolton Police department accepts the Security, Camera, and Alarm Plans dated 4/3/2023 and 4/4/2023.

The Police Department reserves the right, at our discretion, to change, modify, add, or remove portions from this policy at any time during its development.



Warren E. Nelson, Jr. Chief of Police



Date