



Municipality of Anchorage

Municipal Clerk's Office

Municipal Marijuana License Checklist

Municipal Marijuana Establishment License

- Term: 1 Year – September 1st - August 31st
- License Information & Required Forms Available at www.muni.org/licensing

A marijuana establishment may not operate in the municipality unless it has obtained the applicable marijuana establishment license from the municipality per Anchorage Municipal Code (AMC) 10.80. The Municipal Clerk's Office encourages all applicants to read and keep a copy of AMC 10.80 for reference.

For questions regarding the Municipal Marijuana Establishment Business License please contact the Municipal Clerk's Office, Business License Official Mandy Honest at 907-343-4316.

Requirement	Compliance Information	Complete?
PRIOR TO MUNICIPAL LICENSE ISSUANCE:		
All conditions listed under Section 2 of the Assembly Resolution regarding your license/SLUP are complete or ongoing.	Municipal Clerk's Office 362 W 6 th Ave., Ste. 250 907-343-4316 (Mandy Honest)	<input type="checkbox"/> Yes <input type="checkbox"/> No
All conditions listed under Section 3 of the Assembly Resolution regarding your license/SLUP are complete or ongoing.	Planning Division 4700 Elmore Rd. 907-343-7935 (Ryan Yelle)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: AMCO Enforcement Provide copy of State of Alaska Marijuana License. (request at amco.enforcement@alaska.gov)	Atwood Building 550 W 7 th Ave., Ste. 1600 907-269-0350	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: Land Use Enforcement (request online at www.muni.org/marijuana)	Economic & Community Development 4700 Elmore Rd. 907-343-8337 (Elaine Quiboloy-Reid)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: (Fire Inspection #1) Provide copy of conditional certificate of occupancy (CCO) or certificate of occupancy (CO) to Clerk's Office.	Anchorage Fire Department 100 E 4 th Ave. 907-267-4964 (Tom Furch)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: (Fire Inspection #2) Fire Marshal	Fire Marshal 907-267-4945 (Jodie Hettrick)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: (Health Inspection #1) RETAIL ONLY -Plan Review & Empty Shelf Inspection.	Department of Health & Human Services 825 L St. 907-343-4815 (Janine Nesheim)	<input type="checkbox"/> Yes <input type="checkbox"/> No
AFTER MUNICIPAL LICENSE/SPECIAL LAND USE PERMIT ISSUED:		
Certificate of Registration: RETAIL ONLY -Bond required.	Finance Department 362 W 6 th Ave., Ste. 330 907-343-6686 (Lisa Poplar)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Approved inspection: (Health Inspection #2) RETAIL ONLY -Full Shelf Inspection, Health Permit Issuance upon completion.	Department of Health & Human Services 825 L St. 907-343-4815 (Janine Nesheim)	<input type="checkbox"/> Yes <input type="checkbox"/> No

This checklist was created by the Municipal Clerk's Office to assist you in tracking the status of your municipal marijuana license and special land use permit. Please contact the Clerk's Office at 907-343-4316 to verify your license and special land use permit requirements are complete.