



### CITY OF PORTLAND MARIJUANA CONTROL PLAN

Business Information				
Entity Name	Must match Secretary of State Business Registry T. R. Jones LLC			
Trade Name (DBA)	Club Sky High			
Facility Address	Street 8957 N Lombard St.	City Portland	State OR	Zip 97203
Mailing Address	Street 7410 N Jersey St	City Portland	State OR	Zip 97203
Phone Number: 503-719-5801	Email: clubskyhigh@comcast.net			
Website: www.clubskyhigh.com	Facebook Link: <small>Optional</small>			

**1. Please describe how your business will ensure that no one under the age of 21 is admitted, and how your business will educate patrons on the risks of marijuana use by minors.**

At the outside entrance to Club Sky High, there are warnings in English and Spanish painted on the front window. Before entering our business, the warning "No Person Under 21 Permitted on the Premises" is visible to everyone. Once inside of our front door, there are signs in English and Spanish stating "No Minors Permitted Anywhere on the Premises" and "Medical Marijuana Patients and Persons 21 and Older Permitted".

Potential customers are held in a hallway and required to present a valid ID for age verification before entering the marijuana sales area. All Club Sky High employees receive ID training and check for validity of the ID presented, Date of Birth and Expiration Date of the ID. Once the individual's age has been verified as being 21 or older from their valid ID, they are allowed through a locked door into the marijuana sales area.

We have Pregnancy warning signs and Poison Center Hotline signs posted in the marijuana sales area. In addition, we give every customer a Marijuana Information Card (per OAR 845-025-2860) at the time of purchase and urge them to read the warnings before discarding.

INTERNAL USE ONLY

Application No. \_\_\_\_\_

MRLA\_MCP\_ONI 02/03/2017



**2. Please describe how your business will prevent cannabis products from being consumed around or near your business.**

At Club Sky High, our exterior cameras view 15 feet in every direction and are monitored by a TV in our business office. The cameras are visible and are a deterrent to most individuals. If any cannabis consumption is observed taking place around or near our business, an employee will ask the individuals to move along and remind them of the Oregon law preventing public consumption of marijuana. Employee breaks are staggered and employees perform a visual sweep whenever they are outside of the building, so we are always aware of activity outside of the premises.

**3. Please describe how your business will prevent and address potential negative impacts to neighborhood livability such as noise, parking, garbage, or loitering from your patrons.**

The employees of Club Sky High must legally park their vehicles at least a block away from our business to allow parking for customers and residents of the area. Employees and management pick up garbage and litter daily and keep the area clean. Loitering is discouraged by approaching the individual and asking them politely to move along. Noise has not been an issue for us but if someone causes a loud disturbance in our neighborhood, we will call Portland 911.

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# City of Portland, Oregon – Office of Neighborhood Involvement

1221 SW Fourth Avenue | Portland, Oregon 97204 | 503.823.9333 | www.portlandoregon.gov/cannabis



### 4. Please briefly describe your business's process to respond to and resolve complaints and/or concerns from neighboring businesses or residences.

Any complaints received by Club Sky High are logged into the daily log by the manager on duty. The following information is required when making a complaint:

- 1) Date, Time, Name of Person making the complaint and Employee involved (if applicable).
- 2) Date, Time, Location and description of the incident causing the complaint.

Should a complaint arise from a neighboring business or residence, the manager on duty will notify the owners of Club Sky High. Management's first response is to review video footage if necessary and then meet with the individual(s), discuss the situation and come to a resolution as soon as possible. The satisfaction of our neighboring businesses and residences is important and we will implement corrective action or a change in procedure as necessary to resolve the complaint. Once the complaint has been resolved, the resolution information is entered into the daily log book. If a policy or procedure change is deemed necessary, the complaint will be noted as the reason for procedure review and change. All policy and procedure changes are reviewed with each employee as soon as the change is implemented.



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