



City of Portland, Oregon – Office of Neighborhood Involvement

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



MARIJUANA CONTROL PLAN MEDICAL DISPENSARIES AND MARIJUANA RETAILERS

Business Information				
Entity Name	Must match Secretary of State Business Registry The Coin Cottage Inc.			
Trade Name	DBA Green Cottage Remedies Inc.			
Facility Address	Street 3675 SW Troy St	City Portland	State Or	Zip 97219
Mailing Address	Street 3675 SW Troy St	City Portland	State Or	Zip 97219
Phone Number: 503-293-9400			Email: traci@thecoincottage.com	
Website: www.thecoincottage.com			Facebook Link:	

Primary Business Contact Information		
Contact	First Name Traci	Last Name Rigby
Title	Owner	Email: traci@thecoincottage.com

1. Please describe your plan to prevent theft at the licensed premises, including robberies, burglaries, and shoplifting.

Robberies: All products not actively on display are securely stored in a safe or other locked metal cabinet. The change drawer generally carries less than \$200 and is for making change only. All incoming cash from sales to customers is immediately dropped in the drop safe upon receipt. All other cash is stored in the drop safe. Employees do not have access to the drop safe contents. As a very visible deterrent to robbery, face level security cameras are installed on both sides of the door that enters the medicine room. Panic buttons are installed. Employees are regularly drilled on procedures, and what to watch for.

Burglary: The rooms are secured with steel lined or concrete walls. There are no external windows at ground level. The exterior door to the facility is locked behind a security gate at night, preventing access to the entry door. If they somehow gained access to that room, they would have to overcome our steel security door and steel lined inner walls to access the area where the safe is located. Entry and motion alarms are installed in all areas, and would trigger upon entry. All cameras outside are set to text the owners if movement is detected in sensitive areas, or areas that should have no activity at night. Owners can monitor remotely on their phones and notify police of unwanted visitors, or loiterers, prior to a break-in actually occurring... this also helps deter would be thieves who are "casing" the establishment. Since we own it, and it is private property, it is easier to secure.

Theft: All areas of the facility are under 24hr surveillance. Employees do not have access to the surveillance equipment or login access, so they are unable to alter any recordings or disable the equipment. Inventories are done regularly, and discrepancies that are excessive prompt a pulling of the video to scrutinize any issues related to the discrepancies. To date, no employee theft has been found. Customers do not have direct access to medicated products - so shoplifting is not possible. Customers are brought in one-on-one with a budtender, who is with them, focused on them, and selecting products for them the entire time. Medicated products are retained behind the counter until provided to customers in sealed bag upon completing the transaction. Customers are not left to browse or select products by themselves.

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MMD 8007



2. Please describe your plan to control access to your establishment and ensure that no one under the age of 21 is admitted.

Currently, government issued photo ID is required of all people who enter the facility. All ID's are checked, and the birthday, last name, and expiration date of the ID recorded in our computer POS system. If the ID is expired, the POS system will not allow any transactions. A notice is posted both in the Lobby and in the Dispensary Room - stating that if you were born after this day in 1994, we cannot sell to you. This helps everyone notice the date without having to do any math. Notices are provided outside the building that under 21 is not allowed on the premises. Employees have received training for reviewing ID for fraud.

3. In order to reduce the possibility of underage persons, as established by law, from gaining access to marijuana products sold at the licensed premises, please describe your plan to educate patrons on the risks of marijuana use by minors.

We provide all of the required handouts regarding potential hazards to pregnant or nursing mothers. All required posters are attached to the wall next to the cash register. We are preparing a slide show for the TV in the lobby that will include slides with statistics and other infographics on the risks of marijuana use by minors.

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4. Please describe your plan to ensure that marijuana products sold by your business are not consumed irresponsibly in public or in the immediate vicinity of the license premises.

Since we have our own parking lot, almost all customers park in our lot. This means they return to their car immediately after purchase. Anyone loitering in the area is asked to leave. The customers are not walking through the neighborhood after purchasing (giving them an opportunity to consume). Since we own the building, we have better control and monitoring over the entire premises than most facilities.

Neighbors have been asked to notify us immediately of any problems from patrons, so that we may work with them to resolve the issue. Infographic slides will be included in our lobby TV slide show for patrons waiting to view. To date, we have had zero complaints of irresponsible consumption.

5. Please describe your plan to avoid potential negative impacts to neighborhood livability such as noise, parking or garbage from your patrons.

We provide off street parking, and our patrons do not park on the street. Our hours (11am - 7pm) prevent any car noise from being disruptive late at night. Our business does not generate any excessive or exceptional noise beyond normal car noise. Our parking lot is private property and anyone leaving their car there at night is monitored for a short time, then towed if necessary. Anyone sitting in their car after hours are reported to the police department, who generally cruise through and ask them to leave. Any garbage from patrons would be in our own parking lot and is picked up by us, if left by a patron - however, to date, we have had no problems except with cigarette butts.

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6. Please describe the process to respond to complaints from neighboring businesses and residents regarding the licensed premises.

Complainants would be asked to email the details of the incident or problem - along with pictures, license plates, names, dates, etc. Footage from all cameras would be pulled to verify details of the incident, if possible. A thorough review of all paperwork, sales receipts, security footage, employee interviews, etc would be completed. Each complaint would be handled on a case-by-case basis. Any criminal activity found would be promptly reported to the police, and the customer would be excluded from future purchases. To date, we received one complaint regarding the use of green cross flags on our flag pole as offensive to people who don't like marijuana. We met with the individual, discussed their concerns, came to an agreement.

7. Please include any other pertinent information related to the licensed premises.

The Coin Cottage Inc has been in this location since 2011, and before that was located one block away at 3590 SW Troy St. We deal in rare coins, currency, and precious metals (gold, silver, platinum, etc). Our security systems and internal procedures are well established and were a perfect fit for the expansion into the retail marijuana world. Green Cottage Remedies is located on the back side of the building to minimize exposure to neighborhood traffic and is secured behind a nighttime security gate. Even before the marijuana business, we have had no trouble with the neighborhood. Our impact is minimal because our customers park in our own lot. They don't park on the street and walk in - which might provide an opportunity to light up on the way back to their cars, or potentially having interaction with others that might cause an issue. They buy their products and leave. As a small shop, we are not inundated with traffic, and it is more of a steady flow throughout the day. Our hours work to restrict any noise issues that might arise.

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