

Life of a License Application

Local Government

Land Use Compatibility Statement requested from local government and included in application.

Submitted

Applicant has submitted license application in online licensing system and paid application fee.

Received

OLCC License Investigator receives application and begins review.

Completeness Review

License Investigator and Applicant collect all additional necessary information.

Application Review

License Investigator reviews application to determine if submitted information meets requirements.

Premises Inspection

OLCC Inspector visits site to determine compliance with physical requirements: Security, operations, etc.

Approved

Applicant has met all requirements of application and premises inspection.

License Fee Due

Applicant pays the licensing fee in the online system.

Prohibited Use

Denied

If the Land Use Compatibility Statement shows that the proposed use is prohibited by the local zoning, the OLCC must deny the application under ORS 475B.063

Non-Compliant

Possible Denial

The OLCC must review for compliance with administrative rules and Oregon law. In some cases, a potential denial may be overcome if the applicant can correct the issue or otherwise show good cause to overcome the denial basis.

Non-Compliant

A failed inspection means that a premises does not meet security, operational, or other requirements. An opportunity is provided to correct any compliance issues, but failure to do so or a second failed inspection may result in application denial.

All Fees Paid

License Issued

The license is issued and can be printed by the applicant. It must be displayed prominently at the location.