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NOTICE OF PROPOSED RULEMAKING INCLUDING STATEMENT OF NEED & FISCAL IMPACT

CHAPTER 845

OREGON LIQUOR AND CANNABIS COMMISSION

FILED

09/25/2025 7:27 AM
ARCHIVES DIVISION
SECRETARY OF STATE

FILING CAPTION: Amend rules related to communication with the Commission and use of the online platform.

LAST DAY AND TIME TO OFFER COMMENT TO AGENCY: 10/31/2025 12:00 PM

The Agency requests public comment on whether other options should be considered for achieving the rule's substantive goals while reducing negative economic impact of the rule on business.

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Filed By:
Nicole Blossé
Rules Coordinator

HEARING(S)

Auxiliary aids for persons with disabilities are available upon advance request. Notify the contact listed above.

DATE: 10/15/2025

TIME: 10:00 AM - 11:00 AM

OFFICER: Nicole Blossé

REMOTE HEARING DETAILS

MEETING URL: [Click here to join the meeting](#)

PHONE NUMBER: 503-446-4951

CONFERENCE ID: 134793956

SPECIAL INSTRUCTIONS:

This rule applies to both the Alcohol & Marijuana Legislative & Technical rules packages for the agency. You may testify at either or both Public Hearings to be considered for final rulemaking.

Please visit: <https://www.oregon.gov/olcc/Pages/rulemaking.aspx> for all Public Hearing meeting information.

Please e-mail OLCC.Rulemaking@olcc.oregon.gov for any questions or to sign up to submit testimony.

DATE: 10/21/2025

TIME: 9:00 AM - 10:00 AM

OFFICER: Nicole Blossé

REMOTE HEARING DETAILS

MEETING URL: [Click here to join the meeting](#)

PHONE NUMBER: 503-446-4951

CONFERENCE ID: 900781754

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NEED FOR THE RULE(S)

Amendments to OAR 845-004-0065 are needed to:

- Clarify, update, and modernize methods of communication between the OLCC and various stakeholders, including applicants, licensees, permittees, certificate holders, and alcohol server education providers.
 - Introduce clear requirements about maintaining information in the online platform maintained by the OLCC and identify roles and responsibilities of users on the platform.
-

DOCUMENTS RELIED UPON, AND WHERE THEY ARE AVAILABLE

OLCC rulemaking files (available upon request from the OLCC)

STATEMENT IDENTIFYING HOW ADOPTION OF RULE(S) WILL AFFECT RACIAL EQUITY IN THIS STATE

At this time, the Commission has no data to suggest that this rule will impact racial equity in the state.

FISCAL AND ECONOMIC IMPACT:

This statement takes into account the fiscal impact on (a) Marijuana and Alcohol Applicants, Licensees, Permittees, Certificate Holders, and Alcohol Server Education Provider; (b) Local Government; (c) State Agencies; and (d) the Public.

(a) Marijuana and Alcohol Applicants, Licensees, Permittees, Certificate Holders, and Alcohol Server Education Provider: The Commission expects the proposed rule amendments to have little to no fiscal impact on these parties. While these amendments describe how parties use the online platform maintained by the OLCC, they do not represent any significant changes from the way that the affected parties are currently using the online platform.

(b) Local Government: The Commission expects the proposed amendments to have no impact upon local governments, as the rules do not apply to them.

(c) State Agencies: The Commission expects the proposed amendments to have no impact upon other state agencies, as the rules do not apply to them. The Oregon Liquor and Cannabis Commission forecasts minimal impact for the agency.

(d) The Public: The Commission does not anticipate the proposed rule amendments will have an impact on the public.

COST OF COMPLIANCE:

(1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s).

1. Impact on state agencies, units of local government and the public (ORS 183.335(2)(b)(E)): The Commission anticipates no new costs to comply with the proposed amendments for state agencies and local government.

2. Cost of compliance on small business (ORS 183.336):

a. Estimate the number of small businesses and types of business and industries subject to the rule: As of September 18, 2025, there are approximately 2,670 active recreational marijuana licenses (producer, processor, wholesaler, laboratory, or retailer); the Commission estimates that 85% of these would qualify as small businesses. As of September 18, 2025, there are approximately 17,128 active alcohol licenses (including brewery, brewery-public house, winery, distillery, on-, limited on-, and off-premises sales, warehouse, grower sales privilege, wholesale malt beverage and wine, and special event licenses); the Commission estimates that 80% of these would qualify as small businesses.

b. Projected reporting, recordkeeping and other administrative activities required for compliance, including costs of professional services: The Commission does not anticipate these activities having any additional recordkeeping or reporting costs.

c. Equipment, supplies, labor and increased administration required for compliance: The Commission does not anticipate any increased costs for equipment, supplies, labor and administration to comply with these rules.

DESCRIBE HOW SMALL BUSINESSES WERE INVOLVED IN THE DEVELOPMENT OF THESE RULE(S):

OLCC held Rules Advisory Committee meetings to assist in the development of these proposed changes and invited representatives of small businesses impacted by these rules, including licensees and permittees. An advisory committee consisting of marijuana stakeholders met and discussed the proposed changes on September 16, 2025, and an advisory committee consisting of alcohol stakeholders met and discussed the proposed changes on September 17, 2025.

WAS AN ADMINISTRATIVE RULE ADVISORY COMMITTEE CONSULTED? YES

AMEND: 845-004-0065

RULE SUMMARY: This rule describes communications between the Commission and applicants, licensees, permittees, and providers. The amendments to this rule updates communication methods to include email in some circumstances, establishes requirements around the use of the online platform maintained by the Commission, and expands the scope of the rule to apply to marijuana applicants, licensees, and permittees and marijuana and hemp certificate holders.

CHANGES TO RULE:

845-004-0065

~~Communications Between the Commission and Applicants, Licensees, Service Permittees or Alcohol Server Education Course~~Certificate Holders, Licensees, Permittees, or Providers.~~¶~~

~~(1) The Commission sends all correspond~~For the purposes of this rule: ¶

~~(a) "Applicant" means a person who has applied with the Commission to become a certificate holder, licensee, permittee, or registrant. ¶~~

~~(b) "Certificate holder" means a person who holds a certificate issued under ORS 471.244, 471.251, 471.521 to 471.534, 475C.289, or 571.336. ¶~~

~~(c) "Licensee" means any person who holds a license to the mailing address issued under ORS 471.175 to 471.242, 475C.065, 475C.085, 475C.093, 475C.097, or 475C.548. ¶~~

~~(d) "Permittee" means a person who holds an alcohol service permit under ORS 471.360 to 471.385 or a marijuana worker permit under ORS 475C.273. ¶~~

~~(e) "Person" has the applicant, permittee, provider or licensee gave on the original application form. An applicant meaning given that term in ORS 174.100. ¶~~

~~(f) "Provider" means a person who provides alcohol server education certified by the Commission as described in~~

ORS 471.542. ¶

(2) Correspondence. ¶

(a) The Commission sends all correspondence that is required to be sent by certified mail to the mailing address recorded for the applicant, certificate holder, licensee, permittee, or provider or licensee in the online platform maintained by the Commission. An applicant, certificate holder, licensee, permittee, or provider, including officers, directors, shareholders, and partners, who wants to receive suspension, cancellation, nonrenewal, and contested case hearing notices at a different address; must notify the Commission in writing of this. ¶

(b) The Commission will include this information about notice and the notice option as a written part of the application packet. sends all other correspondence to the e-mail address recorded for the applicant, certificate holder, licensee, permittee, or provider in the online platform maintained by the Commission. ¶

(23) Each applicant, p~~er~~mittee, p~~ro~~vider or licensee t~~ic~~ate holder, licensee, permittee, or provider is responsible for updating or notifying the Commission in writing of any change in an address or e-mail address specified in section (12) of this rule, through the online platform maintained by the Commission. ¶

(34) When the Commission gives notice by mail, according to ORS Chapter 183 and as specified in section (12)(a) of this rule, the applicant, p~~er~~mittee, p~~ro~~vider or licensee has received proper notice even when the applicant, p~~er~~mittee, p~~ro~~vider or licensee fails to claim this mail. certificate holder, licensee, permittee, or provider has received proper notice even when the applicant, permittee, provider or licensee fails to claim this mail. ¶

(5) A licensee or applicant is responsible for controlling and maintaining access to the online platform maintained by the Commission. ¶

(a) Account management. ¶

(A) At all times at least one natural person who is a licensee or applicant, or is a licensee designee as described in paragraph (B) of this subsection, must have a user account associated with the legal entity that is the licensee of record or is an applicant to become a licensee of record. ¶

(B) A licensee or applicant may designate an individual who is authorized by the applicant or licensee to exercise control or responsibility over all applications, licenses, and communications with the Commission as the "licensee designee." ¶

(b) The holder of any user account associated with the legal entity is authorized to make, request, or submit changes, amendments, or information related to any application or license. If a holder of a user account associated with the legal entity is no longer authorized to make, request, or submit changes, amendments, or information related to any application or license, it is the applicant's or licensee's responsibility to remove that person's association with the legal entity in the online platform maintained by the Commission. ¶

(c) If a licensee or applicant designates an individual who is authorized by the applicant or licensee to exercise control or responsibility over some, but not all, applications, licenses, and communications with the Commission, this individual: ¶

(A) Must have a user account designated as an authorized representative for each license or application over which they have authority to exercise control. ¶

(B) Must not have a user account associated with the legal entity that is the licensee of record. ¶

(d) Notwithstanding subsection (b) of this section, the Commission may at its discretion require certain actions be taken by a licensee or applicant. ¶

(A) The Commission will regard any communication from the holder of such a user account as representing the intent of the licensee or applicant. ¶

(B) If the holder of such a user account is no longer authorized to act on behalf of the licensee or applicant, the licensee or applicant is responsible for immediately discontinuing the association between the user account and the legal entity.

Statutory/Other Authority: ~~ORS 183, including 183.341(2), 183.415(4) & 183.450(3), 471 & 472, including 471.030, 730(1), 471.730(15), (5)~~ ORS 475C

Statutes/Other Implemented: ~~ORS 183, including 183.341(2)~~