



OMMA Certificate of Compliance FAQs

Important Information for Tulsa Businesses

City of Tulsa Permit Center

City Hall 4th Floor– 175 E. 2nd St, Tulsa, OK 74103

Monday-Friday, 8 a.m. – 4 p.m.

(918) 596-1847

[www.cityoftulsa.org/government/departments/development-services/permitting/.](http://www.cityoftulsa.org/government/departments/development-services/permitting/)

Tulsa Planning Office

INCOG 8th Floor - 2 W. 2nd St., Tulsa OK 74103

(918) 584-7526

www.incog.org

Oklahoma Medical Marijuana Authority (OMMA)

(405) 522-6662

www.omma.ok.gov

Q. What is a Certificate of Compliance?

A Certificate of Compliance is an OMMA form for municipalities and government agencies to report the status of a licensee's facility to ensure compliance with local approvals like obtaining building permits, Certificates of Occupancy and spacing verifications.

Q. Where Can I find the Certificate of Compliance and where do I submit it?

The Certificate of Compliance can be found [here](#). The first page may be filled out ahead of time, but the document will need to be brought to the City of Tulsa Permit Center to be signed. If the Permit Center signs off on the Certificate of Compliance, the business should contact OMMA and send the signed document to them.

Q. I'm looking to start a medical marijuana business in the City of Tulsa. What do I need to do to have the City of Tulsa sign off on my Certificate of Compliance so that I can obtain a marijuana business license?

If you're thinking about opening a medical marijuana business in the City of Tulsa, please follow these guidelines:

1. Contact the City of Tulsa Permit Center for Building Permits and/or any needed plan reviews. The City of Tulsa Permit Center will also help you get started on your Certificate of Occupancy and Certificate of Occupancy inspections.



2. After review of these permit applications, City of Tulsa Development Services could issue you a Letter of Deficiency (LOD), which may include a requirement for a Spacing Verification and any other issues that may require Board of Adjustment action.
3. If you received a LOD, contact the Tulsa Planning Office for any relief outlined in the LOD. You can find instructions for receiving a Spacing Verification with the Tulsa Planning Office [here](#).
4. After completion of your Certificate of Occupancy inspections, bring the OMMA Certificate of Compliance form to the City of Tulsa Permit Center to get all of the necessary approvals.
5. Submit the Certificate of Compliance to the OMMA along with your application for your OMMA medical marijuana business license.
6. Once you receive your medical marijuana business license, bring it back to the City of Tulsa Permit Center to get your Certificate of Occupancy issued.

If you have further questions on the process, please visit or contact the City of Tulsa Permit Center.

Q. I just opened but do not have a Certificate of Occupancy. What do I do?

You may file for an application for a Certificate of Occupancy at the City of Tulsa Permit Center. If alterations are involved, you need to file an application for a building permit, which will include the Certificate of Occupancy.

Q. I have my medical marijuana business license but do not have my spacing verification for my medical marijuana dispensary. What do I do?

The OMMA will not issue a new license or renewal until a Certificate of Compliance is returned with a compliant report. The applicant should submit a Certificate of Occupancy application at the City of Tulsa Permit Center, which will include a zoning review for spacing as needed. If zoning approvals are required (rezoning, special exception, variance, spacing verification or other adjustments), please allow for additional time to obtain the required approvals, which can take up to an additional 30-120 days. Zoning approvals are managed through the Tulsa Planning Office.

Q. I have my medical marijuana business license but do not have a building permit. What do I do?

If you plan to renovate or construct a building for the location of your business, you need to submit a building permit application at the City of Tulsa Permit Center. Properly prepared plans showing new and existing construction and other relevant information must be included with building permit applications. Applications may be filed at the City of Tulsa Permit Center. Applications may also be submitted online at www.cityoftulsa.org/government/departments/development-services/permitting/.

Q. I'm a current medical marijuana business owner with a storefront and/or growing operation but do not have all the necessary local approvals. What do I do?

You need to contact the City of Tulsa Permit Center to see what actions you need to take to ensure you have your local approvals and are operating lawfully within Tulsa city limits.



Q. What are the consequences of not having all of the local approvals?

You may lose your OMMA license. A citation may be issued by City of Tulsa departments. The Fire Department may also shut the facility down for due cause. Failure of the owner to acquire building permits, zoning approvals or any necessary approvals to occupy a space may cause the project to be denied a Certificate of Occupancy. In addition, abatement proceedings may be commenced by the City of Tulsa if any building code violations or deficiencies are not corrected.

Q. I'm an existing licensed medical marijuana business. How do I know when I have to renew?

You need to contact OMMA to find out your renewal date.

Q. My medical marijuana dispensary needs a spacing verification. How long does that process take?

The length of the process depends on when you submit an application for a spacing verification at the Tulsa Planning Office. If zoning approvals are required (rezoning, special exception, variance, spacing verification or other adjustments), please allow for additional time to obtain the required approvals, which can take up to an additional 30-120 days.