

Citizen Access Permit Lookup

1. Open your web browser and navigate to <https://my.lincoln.ne.gov/CitizenAccess/Login.aspx>
2. Enter the email address and password you used when you registered for your account. If you have not registered previously, click the Register Now button.

Acela Citizen Access - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Acela Citizen Access

Register for an Account | Login

Search...

Home Building Health Planning Public Works

Notice:
This feature requires registration and/or login, please login to continue.

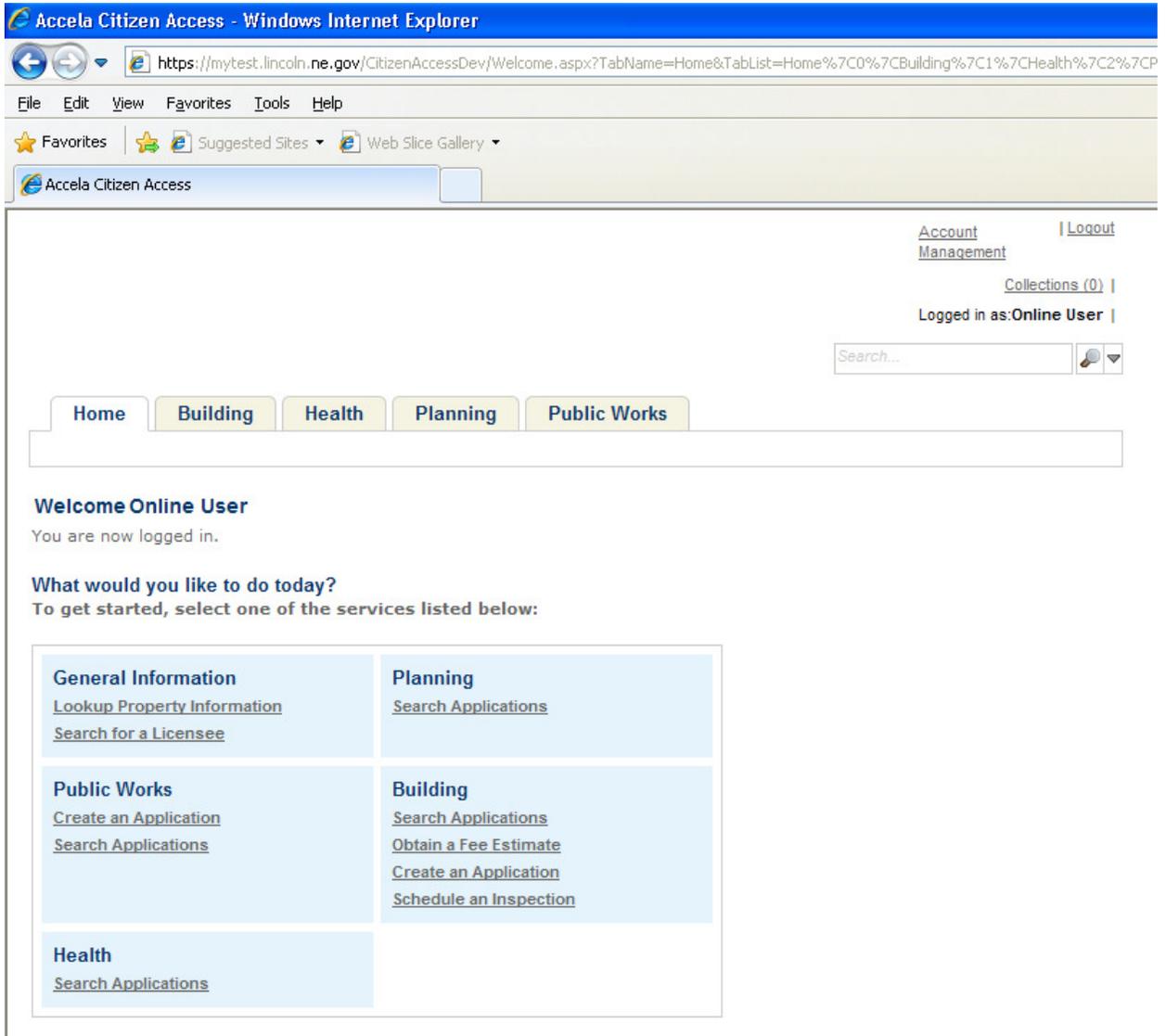
Please Login
Many online services offered by the Agency require login for security reasons. If you are an existing user, please enter your user name and password in the box on the right.

New Users
If you are a new user you may [register](#) for a free Citizen Access account. It only takes a few simple steps and you'll have the added benefits of seeing a complete history of applications, access to invoices and receipts, checking on the status of pending activities, and more.

Register Now »

Login
User Name or E-mail:
Password:
Login »
 Remember me on this computer
[I've forgotten my password](#)
New Users: [Register for an Account](#)

- Once you are logged into Accela Citizen Access, click the **Search Applications** link under the Building section.



- If you know the permit number, you can enter it and click the **Search** button at the lower left of the page. Clicking the Search without any criteria will display all permits.

Accela Citizen Access - Windows Internet Explorer

https://mytest.lincoln.ne.gov/CitizenAccessDev/Cap/CapHome.aspx?module=Building&TabName=Building

File Edit View Favorites Tools Help

Accela Citizen Access

Home Building Health Planning Public Works

[Search Applications](#) | [Obtain a Fee Estimate](#) | [Create an Application](#) | [Schedule an Inspection](#)

Records

Showing 0-0 of 0

Show on Map

Date	Record Number	Record Type	Project Name	Address	Status	Action
No records found.						

Search for Records

Enter information below to search for records.

- Site Address
- Contractor License Information
- Parcel Number
- Record Information
- Contact Information

Select the search type from the drop-down list.

General Search General Search

Search my records only

Search All Records

Record Number:

Record Type: --Select--

Project Name:

Start Date:

End Date:

License Type: --Select--

State License Number:

First: Last: Name of Business:

Business License #:

5. View the permit information by clicking on the permit number from the results list.

Accela Citizen Access - Windows Internet Explorer

https://mytest.lincoln.ne.gov/CitizenAccessDev/Cap/CapHome.aspx?module=Building&TabName=Building

File Edit View Favorites Tools Help

★ Favorites | ★ Suggested Sites | Web Slice Gallery

Accela Citizen Access

--Select--

First: Last: Name of Business:

Business License #:

Street No.: Direction: ?

--Select--

Street Name: ? Street Type: ?

--Select--

Unit Type: ? Unit No.: ? Parcel No.:

--Select--

City: State: ? Zip:

--Select--

▶ [Search Additional Criteria](#)

100+ Record results matching your search results

Click any of the results below to view more details.

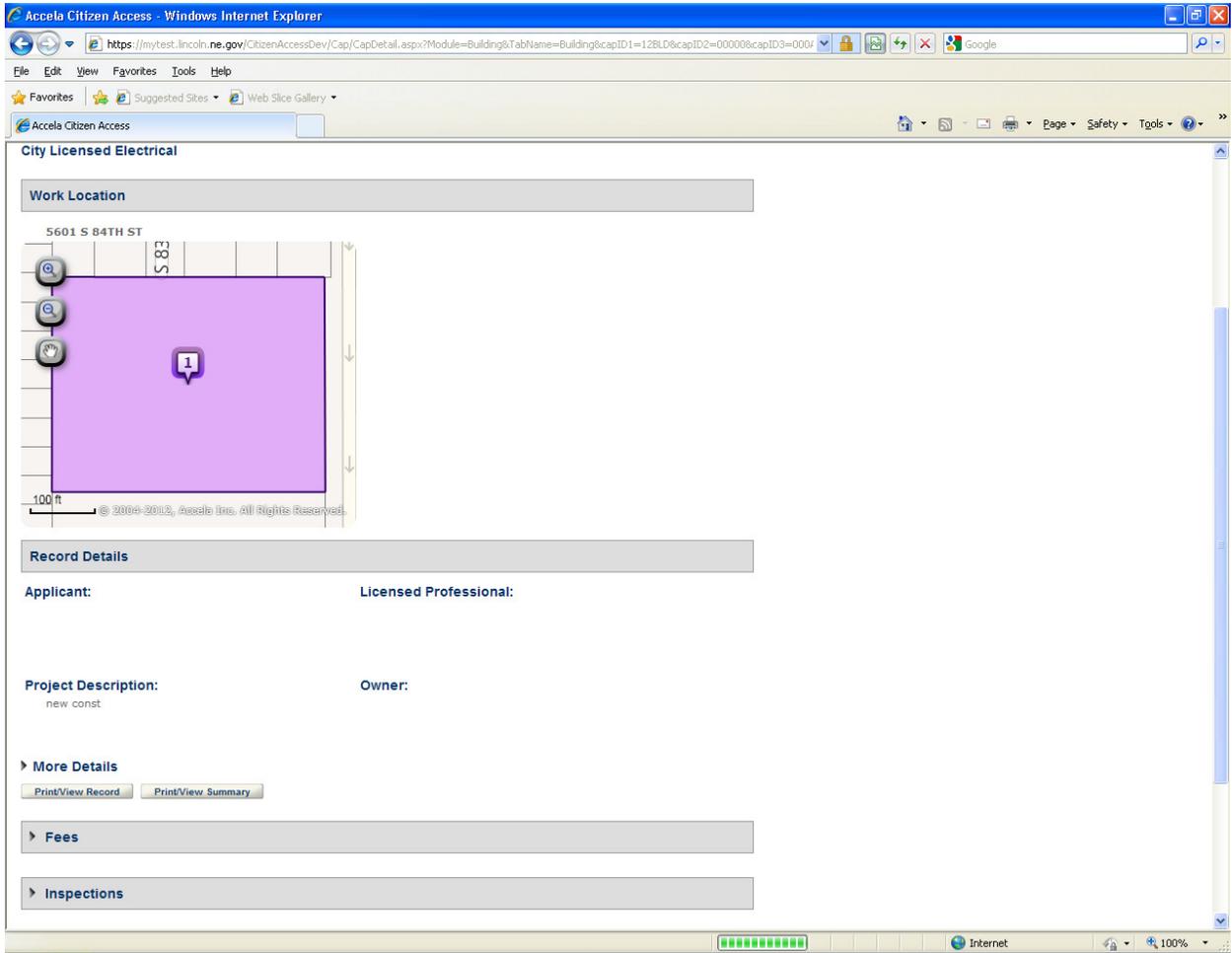
[Show on Map](#) 

Showing 1-10 of 100+ | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Project Name	Address	Status	Action
<input type="checkbox"/>	09/18/2012	E1206355	City Licensed Electrical		5601 S 84TH ST		
<input type="checkbox"/>	09/18/2012	P1206312	City Licensed Plumbing		2501 GRANGER PKWY, LINCOLN NE		
<input type="checkbox"/>	09/17/2012	P1206311	City Licensed Plumbing		2501 grainger PKWY, LINCOLN NE		
<input type="checkbox"/>	09/17/2012	E1206354	City Licensed Electrical		5601 S 84TH ST		
<input type="checkbox"/>	09/17/2012	P1206310	City Licensed Plumbing		2501 GRAINGER PKWY		
<input type="checkbox"/>	09/17/2012	M1204301	City Licensed Mechanical		4011 thorn CT, LINCOLN NE		
<input type="checkbox"/>	09/14/2012	E1206353	City Licensed Electrical		5601 S 84TH ST		
<input type="checkbox"/>	09/14/2012	E1206352	City Licensed Electrical		5601 S 84TH ST		
<input type="checkbox"/>	09/13/2012	E1206351	City Licensed Electrical	Mechanical Permit M1204300 HVAC unit	1010 S 10TH ST	No Permit	
<input type="checkbox"/>	09/13/2012	P1206309	City Licensed Plumbing		2501 GRAINGER PKWY		

< Prev 1 2 3 4 5 6 7 8 9 10 ... Next >

6. General information such as location, fees, and other information will be displayed with the permit. Click on the ▶ next to each field to see details pertaining to that specific field.



7. When you are finished, click the **Logout** link at the top right corner of the page.

