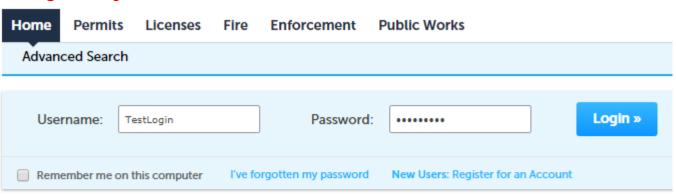
# How To Download Approved Plans

City of Omaha Permits & Inspections

# Login

## Login to your account



## Please Login

Many online services offered by the Agency require login for security reasons. If you are an existing user, please enter yo

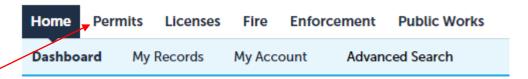
## **New Users**

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 a pending activities, and more.

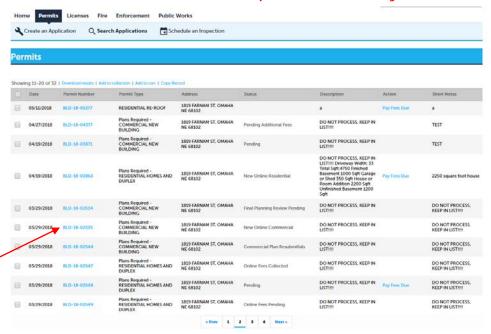
**Register Now »** 

# Navigating To The Permit

## Click on the *Permits* tab.

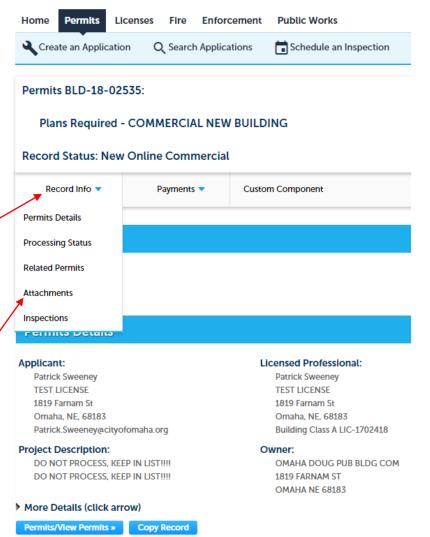


## Find the permit in the *Permits* list below. Click on the blue link of the permit number you would like to view.



If the permit is not under the list, you are not using the account that applied for the permit or you do not have you license added to the permit yet.

# Locating The Document



Click on *Record Info*, then select *Attachments* in the drop-down list.

# Locating The Document cont...

# Click on the blue link that is labeled with the original filename followed by \_APPROVED.

### **Attachments**

Plans that have been placed on hold should be corrected and uploaded as a full set using the method described Here. Please use the resubmit button under the actions triangle when corrections to plans have been made and you are ready for another review.

Resubmitted plans after being placed on hold should be named with REVISED at the end of the address.

1819FARNAMST\_REVISED

#### REQUIRED DOCUMENTS AND FORMS DOWNLOAD

During the Permit Application Process those parties not uploading plans or documents using the instructions located in the section(s) above risk having your application rejected and having to resubmit corrected documents.

All documents for each individual permit have to be submitted as one PDF containing all required sections.

The maximum file size allowed is 195 MB. html;htm;mht;mhtml are disallowed file types to upload.

Name	Action	Туре	Document Status	Upload Date	Review Status
1819FARNAMSTPLAN.pdf	Actions <b>▼</b>	Commercial Plans	Uploaded	12/20/2018	
1819FARNAMSTPLAN_REVISED.pdf	Actions <b>▼</b>	Commercial Plans	Uploaded	12/20/2018	
1819FARNAMSTPLAN_REVISED_2.pdf	Actions▼	Commercial Plans	Uploaded	12/20/2018	
1819FARNAMSTPLAN_APPROVED.pdf	Actions▼	Commercial Plans	Uploaded	12/20/2018	

