

Only Permits require a login.

Once you created a login (or reregistered if you have an existing account previous to 04/15/2022), please complete the [online access application](#) so that the Planning Office can link your customer account to your CSS account. After your online access application has been approved and your account is linked, you will receive an email confirming the account.

1. From the Self Service website, click **Log In**
 - a. This will redirect you <https://identity.tylerportico.com/>
2. You now have two options for account authentication
 - a. Register for a new account with a valid email address **or**
 - b. Log in with one of the Community Access Services (Google, Apple, Microsoft, or Facebook)*

Register for a new account with a valid email address

1. Click on **Sign up** at the bottom next to *Don't have an account?*
2. Enter your Email, Password, First Name, and Last Name
 - a. NOTE: There are password requirements that will display. This does not need to be the same as your email password.
 - i. At least 8 character(s)
 - ii. At least 1 number(s)
 - iii. At least 1 lowercase letter(s)
 - iv. At least 2 uppercase letter(s)
 - v. Does not contain part of username
3. Click **Sign up**
4. A verification email will be sent from Community Access Identity <noreply@identity.tylerportico.com>
5. When you receive the verification email, click on **Activate account**
6. Once activated, you will be directed to the User Profile page within Tyler Portico
7. Navigate back to the registration page and click **Back to sign in**
8. Log in with your new account

Log in with one of the Community Access Services

1. Select desired service
2. Log in with account credentials for specific service
3. You will be automatically redirected back to the Self Service website

***NOTE:** If you choose to sign in with one of the Community Access Services (Google, Apple, Microsoft or Facebook) you must always use that option to log in. You will also not have the option to be change your password because you are authenticating through the Community Access Service and using that service's login information.