

How do I share a permit?

Step 1. Sign into your portal:



City of Norman Web Portal

[Sign In](#) [My Shopping Cart \(0\)](#) [Portal Home](#) [Search for a Property](#) [Portal Help](#)

The City's new web portal is now online. Apply for permits, check the status of applications and inspections, submit complaints, check on planning applications and apply for business licenses - all from the comfort of home. No more lineups.

The CityView Portal is the first step in the City's plan to improve its service offerings for citizens. Visit portal help to learn more about application instructions, FAQ's before applying online. Watch for more updates coming soon.

Step 2. Click on my items:

City of Norman Web Portal

Welcome

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My Items

This page lists all the applications and other items in which you are a contact.

Step 3. Click on My Building Permit Applications:

[My Business License Applications \(0\)](#) ⓘ

[My Code Enforcement Complaints \(0\)](#) ⓘ

[My Contractor License Applications \(0\)](#) ⓘ

[My Miscellaneous Fees \(0\)](#) ⓘ

[My Building Permit Applications \(2\)](#) ⓘ

[Garage Sale/Event/Open Record/Parade/ Variances/Street Closure Applications/Sign Permit \(0\)](#) ⓘ

[My Public Works / Earth Change Permit Applications \(0\)](#) ⓘ

[My Planning Applications \(0\)](#) ⓘ

Step 4. Find the address you are looking for and click on share:

My Building Permit Applications (2) ☺

Show Active (1 of 2) ▾

Reference Number ↕	Address ↕	Type ↕	Status ↕	Date Created ↕
PRRALT202200103	222 E HIMES ST, NORMAN, OK 73069	Addition / Alteration	Permit(s) Issued	01/11/2022

Description: ADDITION TO BACK OF EXISTING HOUSE

[Apply for a Permit](#)

Step 5: Click on Add New Shared Contact:

City of Norman Web Portal

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Permits and Inspections Sharing

Reference Number: PRRALT202200103
Type: Addition / Alteration
Description: ADDITION TO BACK OF EXISTING HOUSE

not been shared yet.

This item has

Step 6. Add the email address of the contractor/person you want to share the permit with. This email must be registered with the City of Norman portal or it will not be shared correctly.

New Shared Contact

By clicking the "Share" button, the item will immediately be shared with the user. If the email address does not match a registered portal user account, the item will not be shared.

Email Address:*

Enter the user email address that you want to share the application with

Confirm Email Address:*

Enter the user email address again.