

# Citizen Self Service (CSS) Portal



**FARMERS  
BRANCH**

**Citizen Self Service**  
Permitting, Plans & Inspections

Good Afternoon, [Guest](#) ▾

[Home](#)

[Apply](#) ▾

[Report](#)

[Pay Invoices](#)

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[Calendar](#) 📅

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Welcome to the City of Farmers Branch Citizen Self Service

## City of Farmers Branch Citizen Self Service



### Request Inspection

Click here to request an inspection on an existing record.



### Planning & Zoning

Resource Information for Planning & Zoning



### Community Services

Resource Information for building inspection and code enforcement.



### City Interactive Map

Click here for to find information such as Zoning, Overlay Districts, Specific Use Permits, and Council Districts.



### Sustainability & Public Health

Resource Information for Sustainability & Public Health



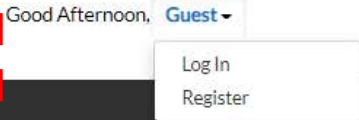
### Public Works

Resource Information for Public Works

# Citizen Self Service (CSS) Portal – How to Register/Create a Log-in



New Users & Registered Users, register or log in by clicking the drop down



Home Apply Report Pay Invoices Search Calendar 311

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# Citizen Self Service (CSS) Portal – How to Register/Create a Log-in

**FARMERS BRANCH** Citizen Self Service  
Permitting, Plans & Inspections

Good Afternoon, [Guest](#)

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Registration

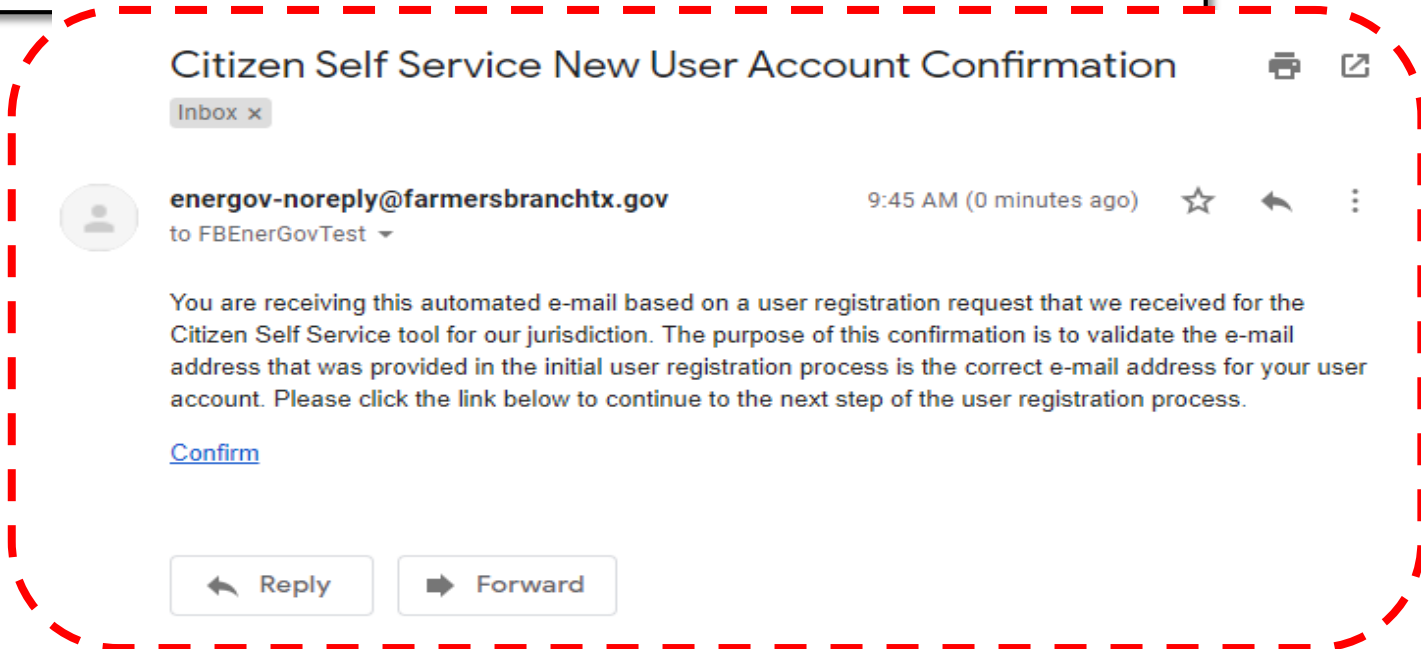
Step 1 of 5: Email Address

This serves as an acknowledgment in compliance to City of Farmers Branch ordinances.

Email  [Next](#)

User enters email address and must check acknowledgement and click next.

User will receive the following email and click confirm that will re-direct them to the CSS registration page.



# Citizen Self Service (CSS) Portal – How to Register/Create a Log-in

The screenshot shows the registration page for the Farmers Branch Citizen Self Service portal. The header includes the Farmers Branch logo and navigation links: Home, Apply, Report, Pay Invoices, Search, Calendar, and 311. The main heading is "Registration" with a sub-heading "Step 2 of 5: Login information". A red box on the left contains the text "User creates and enters unique username and password", with two red arrows pointing to the "Username" and "Password" input fields. The "Confirm Password" field is also visible. A reCAPTCHA widget is present, and the email address "FarmersBranchPlanning@gmail.com" is displayed. A "Next" button is at the bottom right.

User creates and enters unique username and password

User then enters personal information in Step 3

The screenshot shows the registration page for the Farmers Branch Citizen Self Service portal, Step 3 of 5: Personal Info. The header includes the Farmers Branch logo and navigation links: Home, Apply, Report, Pay Invoices, Search, Calendar, and 311. The main heading is "Registration" with a sub-heading "Step 3 of 5: Personal Info". The form includes fields for "First Name", "Middle Name", "Last Name", "Company", "Contact Preference" (a dropdown menu), and "Email Address" (pre-filled with "FarmersBranchPlanning@gmail.com"). A "Back" button and a "Next" button are at the bottom. A link for "Additional Contact Information" is also present.

\* First Name

Middle Name

\* Last Name

Company

\* Contact Preference

\* Email Address

Back Next

# Citizen Self Service (CSS) Portal – How to Register/Create a Log-in

Registration

Step 4 of 5: Address

User enters personal information in Step 4

\*REQUIRED

Country Type

\* Address Line 1

Pre Direction

Address Line 2

Street Type

Post Direction

Unit Or Suite

City

State

Postal Code

County

\* Address Type

Back Next

Step 5 of 5: Signature

\* Please type your name as consent to electronically sign this registration.

Enable Type Signature

Jenifer Paz  
August 19 2020

X Draw Signature Here

Clear

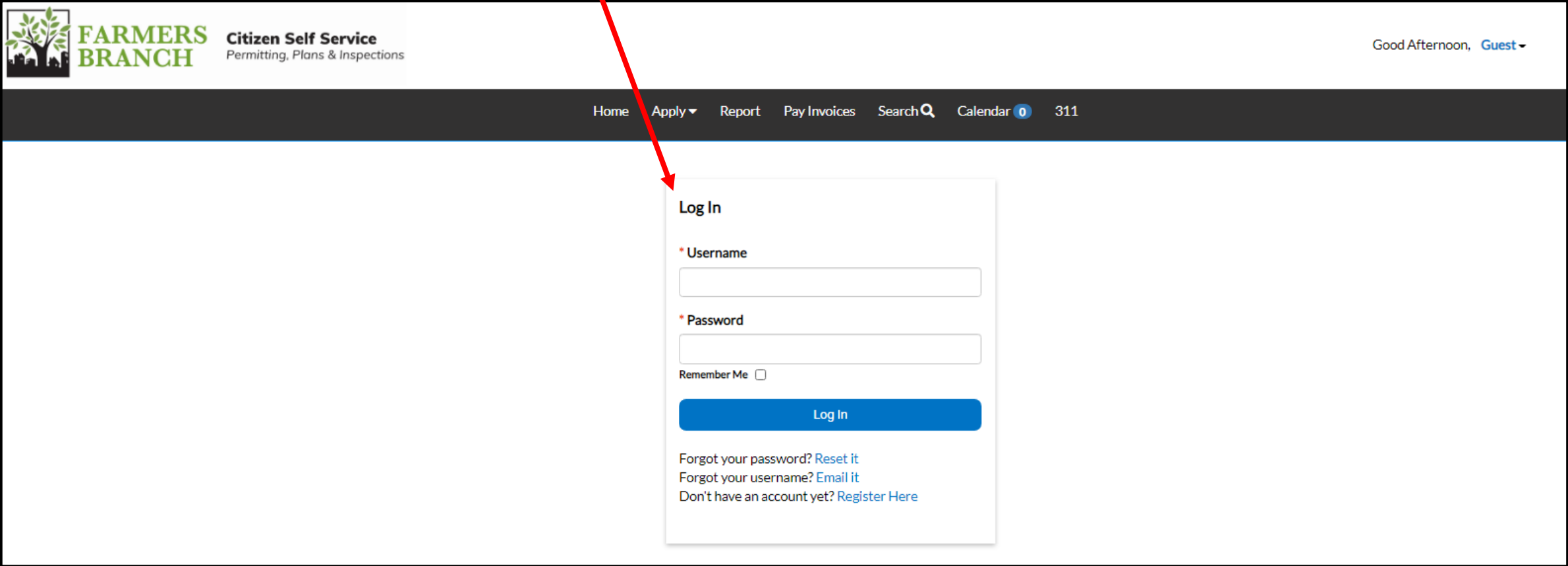
Back Submit

User must enter name here and enable type signature

Step 5 is the last step of registration process.

# Citizen Self Service (CSS) Portal – How to Register/Create a Log-in

After Registering log in to CSS with your unique credentials



The screenshot displays the Farmers Branch Citizen Self Service Portal. The top left corner features the Farmers Branch logo and the text "Citizen Self Service Permitting, Plans & Inspections". The top right corner shows the user status "Good Afternoon, Guest". A dark navigation bar contains links for Home, Apply, Report, Pay Invoices, Search, Calendar, and 311. A red arrow points from the text above to a "Log In" form. The form includes fields for Username and Password, a "Remember Me" checkbox, and a "Log In" button. Below the button are links for "Forgot your password? Reset it", "Forgot your username? Email it", and "Don't have an account yet? Register Here".