How to Use Request an Address/Parcel Verification

Welcome to Citizen Access! Providing citizens, businesses, and visitors access to services online, 24 hours a day, 7 days a week.

① Citizen Access

https://citizenportal.meridiancity.org/CitizenAccess/Default.aspx

- Login into your existing account or Register for an Account
- New Users, once registered, check your email to activate your account

② Apply for Request

- Click Address/Parcel Verification tab
- Click Apply for Request
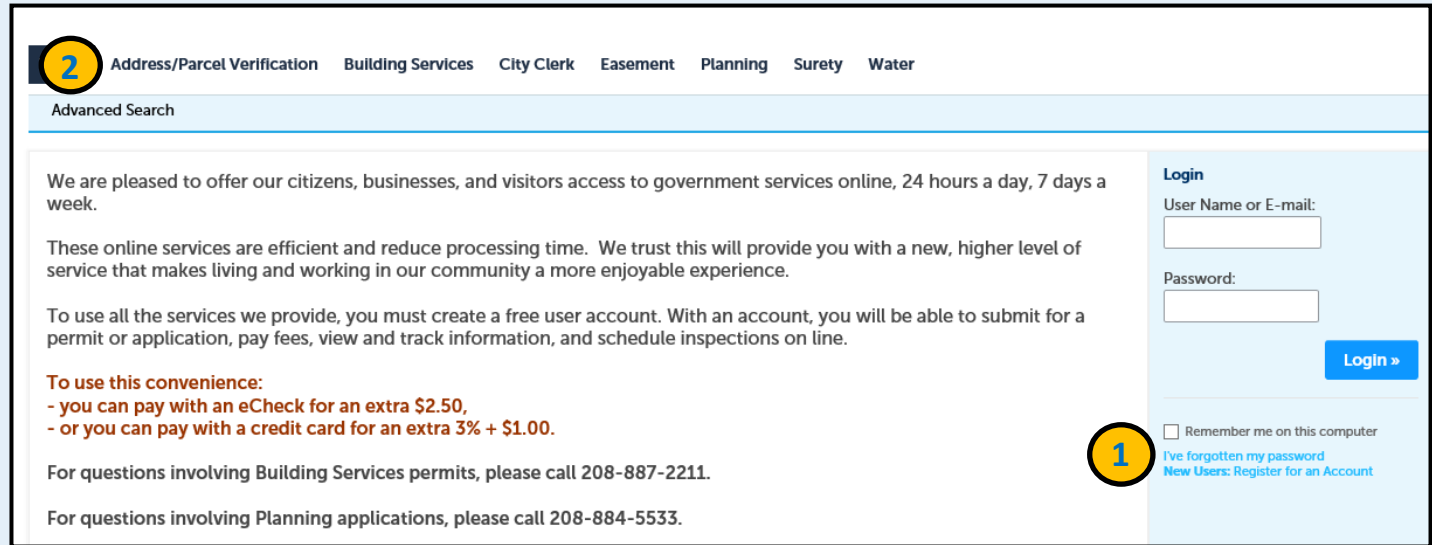- Enter all required information

③ Add Attachments

- Click Add
- Attached all required information for Request
- Click Continue
- Enter a description of each attachment
- Click Save
- Click Continue Application
- Review all information for completeness

④ Notification

- Addressing Technician will complete your request
- Once verified and approved you will receive an email notification from noreply@meridiancity.org
- Provide approved LDAV record on all Planning/Building related applications for requested project

If you need additional assistance, please call 208-887-2211

Community Development: 33 E. Broadway Ave., Suite 102, Meridian ID 83642

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② Address/Parcel Verification   Building Services   City Clerk   Easement   Planning   Surety   Water

Advanced Search

We are pleased to offer our citizens, businesses, and visitors access to government services online, 24 hours a day, 7 days a week.

These online services are efficient and reduce processing time. We trust this will provide you with a new, higher level of service that makes living and working in our community a more enjoyable experience.

To use all the services we provide, you must create a free user account. With an account, you will be able to submit for a permit or application, pay fees, view and track information, and schedule inspections on line.

To use this convenience:
- you can pay with an eCheck for an extra $2.50,
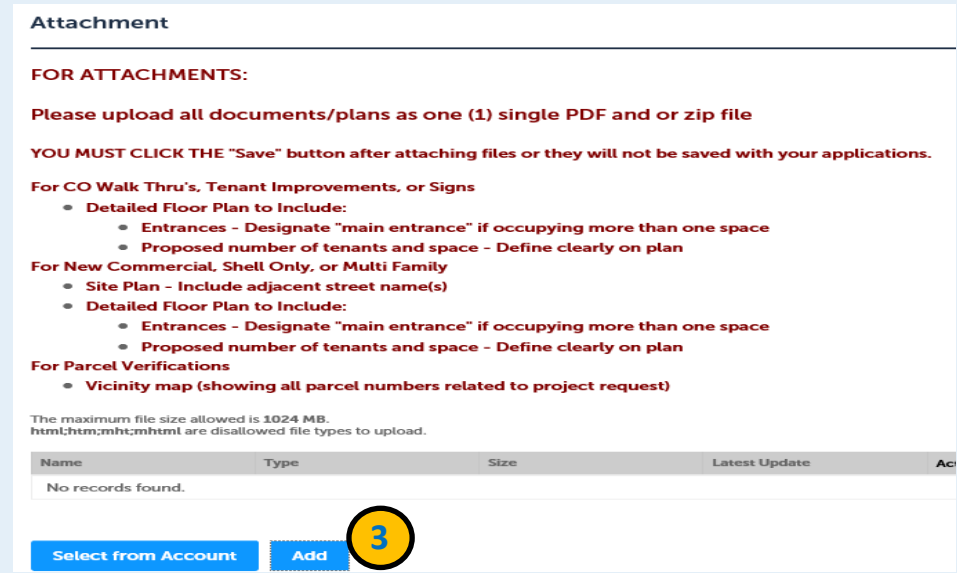**- or you can pay with a credit card for an extra 3% + $1.00.**

For questions involving Building Services permits, please call 208-887-2211.

For questions involving Planning applications, please call 208-884-5533.

Login

User Name or E-mail:

Password:

Login »

☐ Remember me on this computer

① I've forgotten my password
New Users: Register for an Account

Attachment

FOR ATTACHMENTS:

Please upload all documents/plans as one (1) single PDF and or zip file

YOU MUST CLICK THE "Save" button after attaching files or they will not be saved with your applications.

For CO Walk Thru's, Tenant Improvements, or Signs
- **Detailed Floor Plan to Include:**
  - **Entrances – Designate "main entrance" if occupying more than one space**
  - **Proposed number of tenants and space – Define clearly on plan**

For New Commercial, Shell Only, or Multi Family
- **Site Plan – Include adjacent street name(s)**
- **Detailed Floor Plan to Include:**
  - **Entrances – Designate "main entrance" if occupying more than one space**
  - **Proposed number of tenants and space – Define clearly on plan**

For Parcel Verifications
- **Vicinity map (showing all parcel numbers related to project request)**

The maximum file size allowed is **1024 MB.**
html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Ac
No records found.				

Select from Account   Add **③**