

How to do a Permit Records Search on E-Trakit

***Please note the permit records available on this site are from 2006 till present. For older permits or to request any plans please visit <https://www.milpitas.gov/276/Record-Research> ***

1. To set up an account go to: <https://trakit.ci.milpitas.ca.gov/ETRAKIT3/publicUserAccount.aspx?action=npa>
 - a. Obtain a username and password.
 - b. Complete the required fields.
 - c. Click on Create Account

Home | Setup an Account | Log In Username Password LOGIN REMEMBER ME Forgot Password /Username

Create New Public User Account

* Required fields

Profile

Company Name:

* First Name:

* Last Name:

Address:

City:

State:

Zip: -

* Email: Invalid e-Mail

* Phone:

Ext:

Username and Password

* Log-In Name: (letters/numbers only)

* Password: (6 to 15 letters/numbers only)

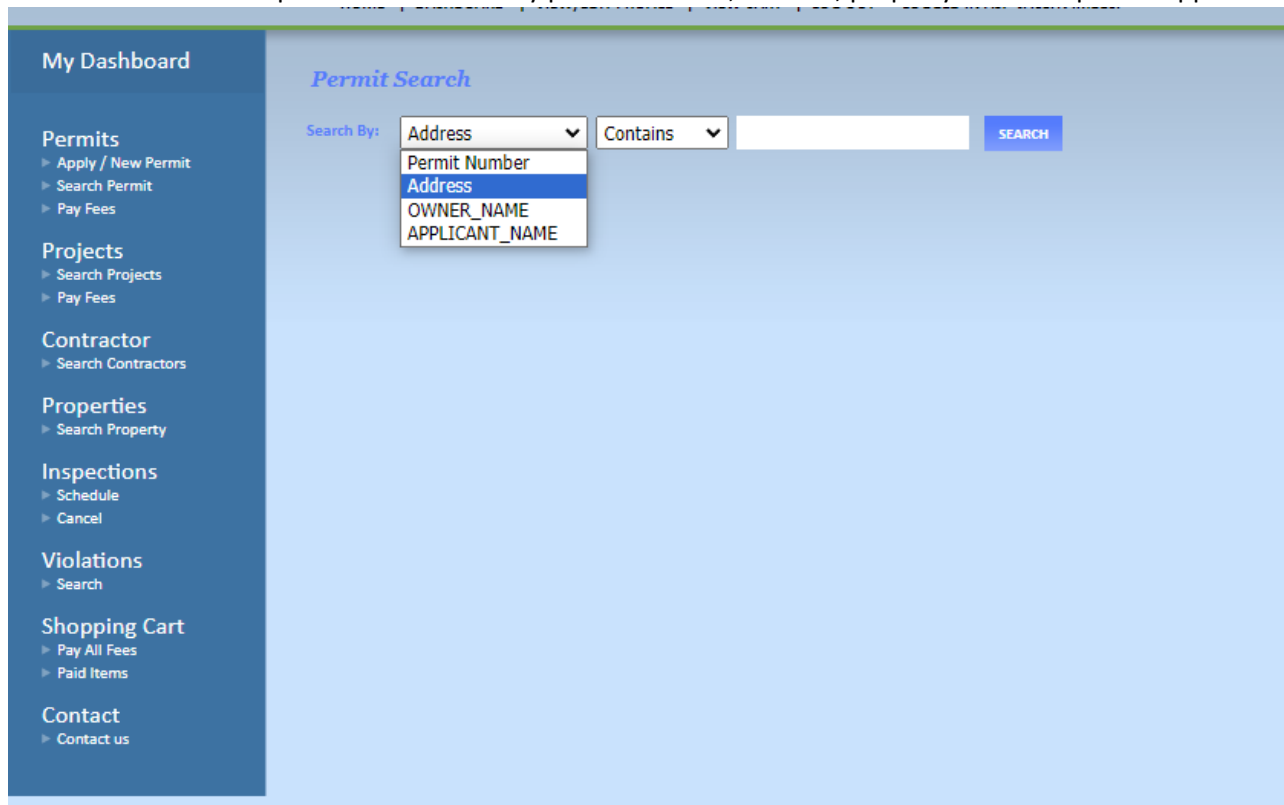
* Confirm Password: Passwords do not match

CREATE ACCOUNT

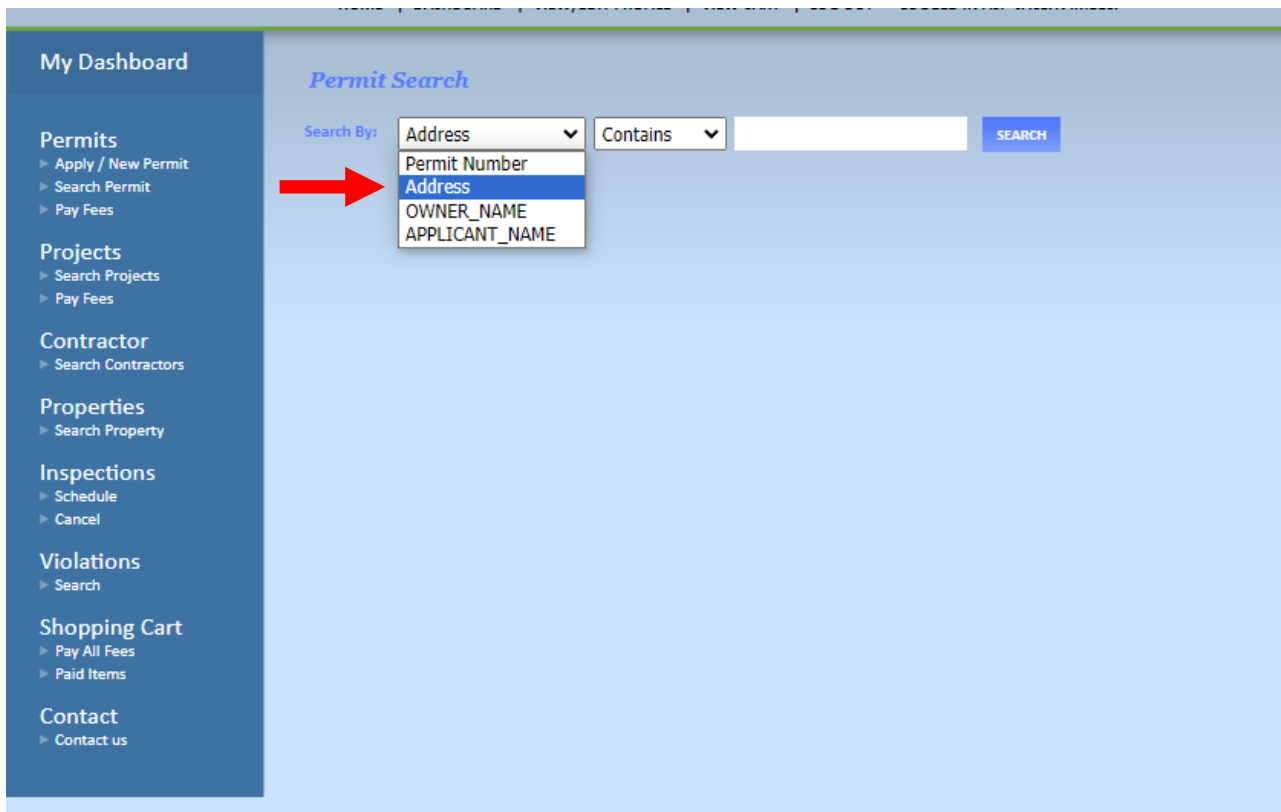
2. You can search for permit information via the “Search Permit” listed under the “Permits” tab



3. You can search permit information by permit number, address, property owner or permit applicant.

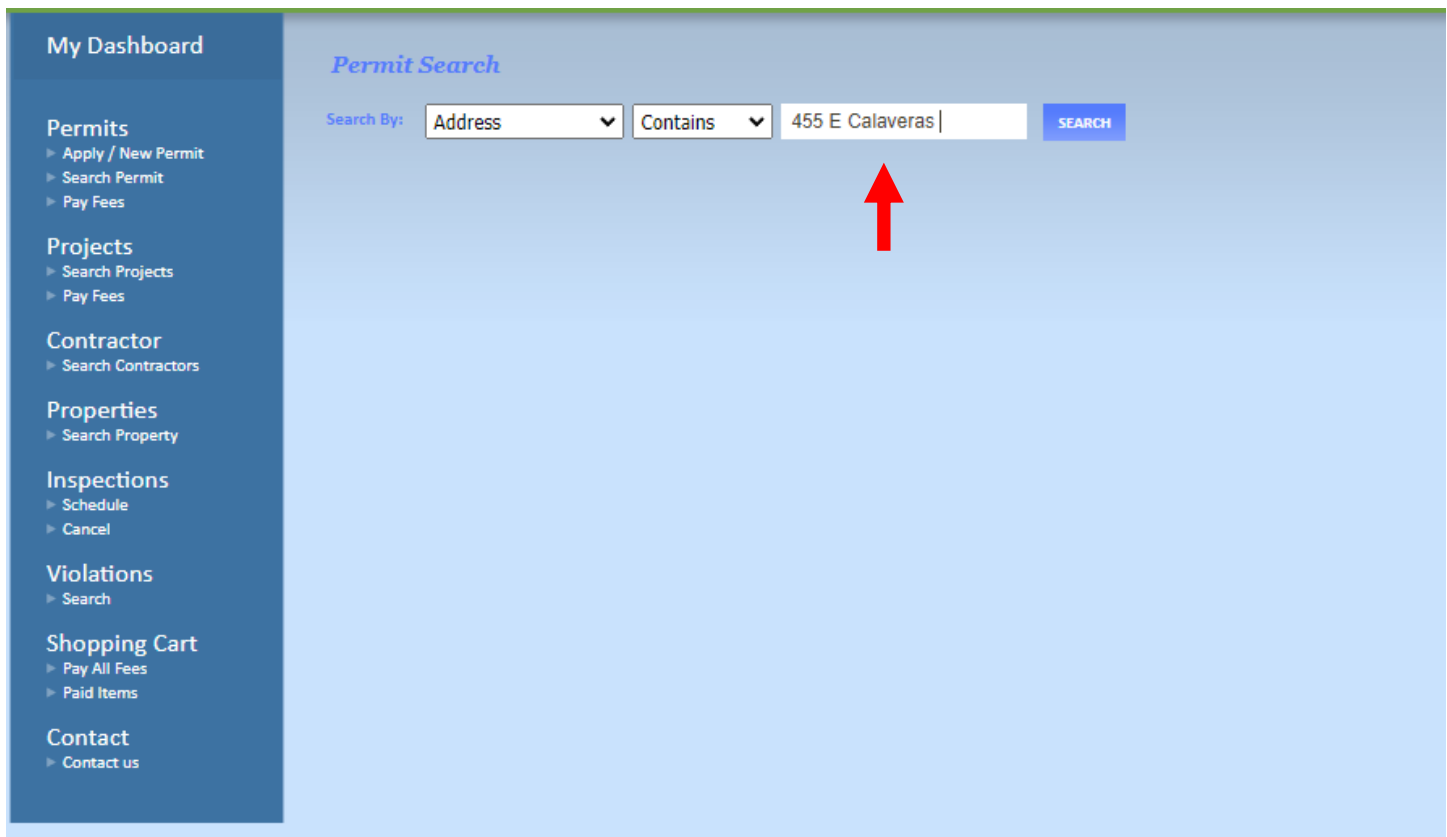


4. To search by address, select "Address" from the first drop down menu



The screenshot shows the 'Permit Search' interface. On the left is a 'My Dashboard' sidebar with links to various sections: Permits, Projects, Contractor, Properties, Inspections, Violations, Shopping Cart, and Contact. The main area is titled 'Permit Search' and contains a search form. The form has three main components: a 'Search By:' dropdown menu, a 'Contains' dropdown menu, and a text input field. The 'Search By:' dropdown menu is open, showing a list of options: 'Address', 'Permit Number', 'Address' (highlighted), 'OWNER_NAME', and 'APPLICANT_NAME'. A red arrow points to the 'Address' option in the dropdown menu. The 'Contains' dropdown menu is also open, showing a list of options: 'Contains', 'Contains' (highlighted), and 'Contains'. The text input field is empty. A blue 'SEARCH' button is located to the right of the text input field.

5. Enter the address you would like to search in the last box, then click "Search"



The screenshot shows the 'Permit Search' interface. The 'Search By:' dropdown menu is set to 'Address'. The 'Contains' dropdown menu is set to 'Contains'. The text input field now contains the address '455 E Calaveras'. A red arrow points to the text input field. The blue 'SEARCH' button is still visible to the right of the text input field.

6. The search will result in all the permits that are associated with that address.

My Dashboard

Permits

- Apply / New Permit
- Search Permit
- Pay Fees

Projects

- Search Projects
- Pay Fees

Contractor

- Search Contractors

Properties

- Search Property

Inspections

- Schedule
- Cancel

Violations

- Search

Shopping Cart

- Pay All Fees
- Paid Items

Contact

- Contact us

Permit Search

Search By:

Address

Contains

455 E Calaveras

SEARCH

Your search returned 100 of 122 total records.
Please refine your search criteria to reduce the number of records returned.

Permits

PRINT

EXPORT TO EXCEL

Search Results

Permit Number	Address	OWNER_NAME	APPLICANT_NAME
B-EL18-0642	455 E CALAVERAS BL	CITY OF MILPITAS	CITY OF MILPITAS
E-EN07-0140	455 E CALAVERAS BL	MILPITAS, CITY OF	Pacific Geotechnical Engineering
B-EL2006-521	455 E CALAVERAS BL	MILPITAS, CITY OF	RANIS CONSTRUCTION & ELECTRIC
B-ME2003-305	455 E CALAVERAS BL	MILPITAS, CITY OF	ACCO, AIR CONDITIONING COMPANY
B-RV2001-80	455 E CALAVERAS BL	MILPITAS, CITY OF	CITY OF MILPITAS

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7. Click on the permit you wish to view.

My Dashboard

Permits

- Apply / New Permit
- Search Permit
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Projects

- Search Projects
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Contractor

- Search Contractors

Properties

- Search Property

Inspections

- Schedule
- Cancel

Violations

- Search

Shopping Cart

- Pay All Fees
- Paid Items

Contact

- Contact us

Permit Search

Search By:

Address

Contains

455 E Calaveras

SEARCH

Permits

PRINT

EXPORT TO EXCEL

Search Results

B-BP2003-640	455 E CALAVERAS BL	MILPITAS, CITY OF	ACCO, AIR CONDITIONING COMPANY
B-BP2005-558	455 E CALAVERAS BL	MILPITAS, CITY OF	RANIS CONSTRUCTION & ELECTRIC
B-BP2006-622	455 E CALAVERAS BL	MILPITAS, CITY OF	RANIS CONSTRUCTION & ELECTRIC
B-BP21-0177	455 E CALAVERAS BL	CITY OF MILPITAS	Bardia Khadiv
B-BP23-0498	455 E CALAVERAS BL	CITY OF MILPITAS	Cienna King

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8. Once you click on the permit you will be able to view information pertaining to that permit including the scope of work, permit status, fees, site information, plan check and inspection results.

My Dashboard

Permits

- Apply / New Permit
- Search Permit
- Pay Fees

Projects

- Search Projects
- Pay Fees

Contractor

- Search Contractors

Properties

- Search Property

Inspections

- Schedule
- Cancel

Violations

- Search

Shopping Cart

- Pay All Fees
- Paid Items

Contact

- Contact us

Permit Search

Search By: Address Contains 455 E Calaveras [SEARCH](#)

Search Results

Permit Number

B-PL22-0169

B-PL22-0170

B-PL21-0503

B-PL22-0172

B-PL22-0173

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Permit #B-BP23-0498

Permit Info

Site Info

Contacts **

Fees \$0.00

Inspections(4)

Reviews **

Type: EQUIPMENT AND RACKS

Subtype: EQUIPMENT INSTALLATION

Short Description: CITY OF MILPITAS: Replace (E) gas fired water heater with ne

Status: FINALED

Applied Date: 8/25/2023

Approved Date: 10/31/2023

Issued Date: 11/8/2023

Finaled Date: 11/9/2023

Expiration Date: 11/2/2024

Notes: CITY OF MILPITAS: Replace (E) gas fired water heater with new 120 gal heat pump heater.

S:\BUILDING INSP\HANDOUTS 2023\2023 ORIGINAL DOCUMENTS\Etrakit User Instructions\How to do a Permit Records Search on E-Trakit.docx