City of Elyria eSuite Permits

The City of Elyria eSuite Permits website allows for Contractors and Residents to access permits, including viewing, paying, and requesting inspections.

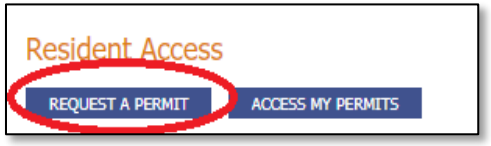
** Certain versions of mobile devices may have compatibility issues with portions of this site. If you experience problems on your device, use a laptop or desktop computer if possible.

For Residents:

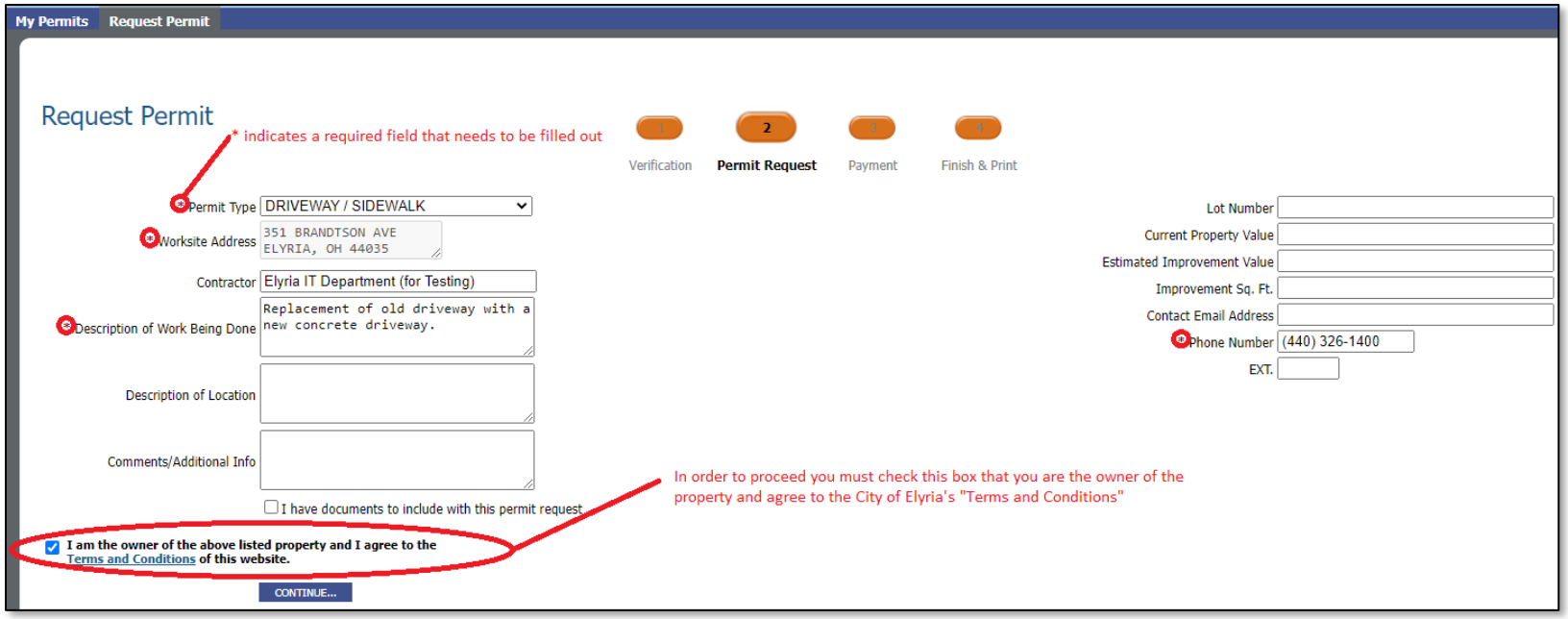
Request A Permit:

Before you proceed, you will need your address along with your Parcel Number to request and/or access your permits. If you do not know your Parcel Number, go to the Lorain County Auditor GIS website located at https://www.loraincountyauditor.com/gis/

1. Go to http://www.cityofelyria.org/epermits
2. Under the "Resident Access" section select "Request a Permit"



3. Enter your Address
   - When entering the "Address", the field will auto populate as you type. You must select the appropriate choice.
4. Enter Your Parcel Number
5. Select "Continue".



- When entering the “Worksite Address” and “Contractor”, the fields will auto populate as you type. You must select the appropriate choice.
- If the contractor is not eligible to perform the type of work specified by the Permit Type selected, a notice will appear on the screen.

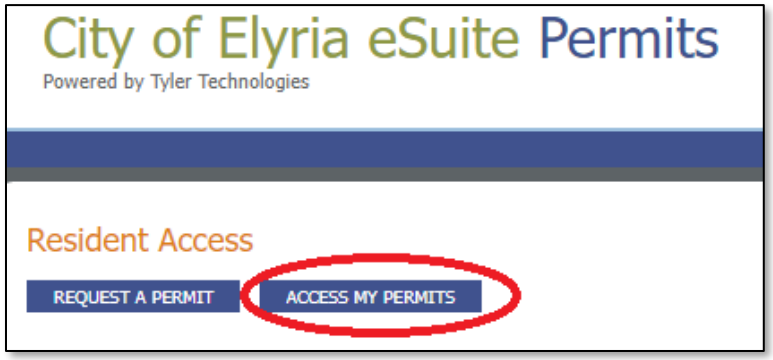
6. Fill out all fields marked with an **asterisk** next to them.
    - Depending on the type of permit you are requesting required fields may vary.
7. If you have documents to attach to the permit select the checkbox stating, “I have documents to include with this permit request”.
8. Check the box indicating that you are the owner of the property.
9. Select “Continue”.
    - If you specified that you have documents to attach, you will be directed to a page that will allow you to upload files.

- Depending on the type of permit, you may not be able to pay for the permit until it has been reviewed by the City of Elyria.
- If the permit type you selected is able to be paid, you will be presented with options to pay with a credit/debit card.

At this point, you have completed the Permit process and you will be contacted by the City of Elyria.

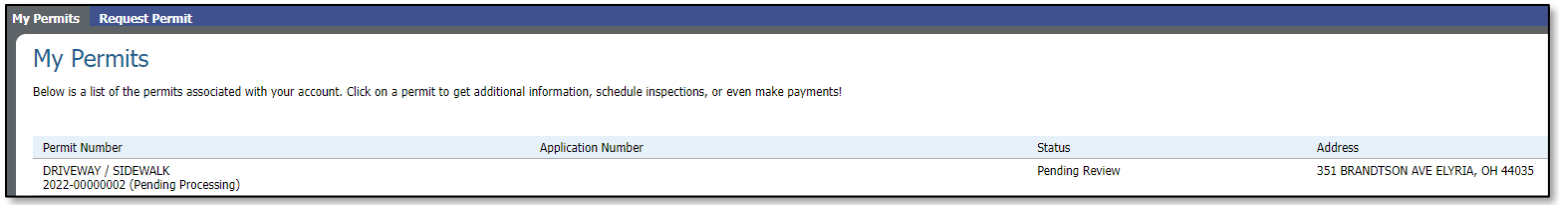
View Permits:

1. Go to www.cityofelyria.org/epermits
2. Click the “Access my Permits” button



3. Enter your Address
4. Enter your Parcel Number
   - When entering the “Address”, the field will auto populate as you type. You must select the appropriate choice.

5. Select “Continue”.
6. The My Permits page will show all permits associated with your address and includes the Status of each Permit.



If the Status shows “Pending Payment”, you can select the permit and pay for it with a credit/debit card.

Paying for a Permit with a Credit/Debit Card:

1. Go to www.cityofelyria.org\epermits
2. Select “Access My Permits” under Resident Access.
3. Enter and Select your address
4. Enter your Parcel Number
5. A list of Permits for your address will be shown.
6. If the Status of a permit shows “Pending Payment”, you can select the permit and follow the steps to pay for it with a credit/debit card.
7. Once payment has been completed, you will be in line to receive your Permit via email or you will be contacted directly.

For any issues using eSuite, contact the City of Elyria eSuite Support Line at 440-326-1597.