Agency Login and Review Steps

Agencies have a different log in page than the public and contractors. 
https://permit9.littletongov.org/eTRAKiT/agency/agencylogin.aspx

Please contact drt@littletongov.org if you are unable to reset the password yourself.

Step 1. Login

Step 2: Access the review dashboard
Step 3: Configure review date to populate reviews

Step 4: Attach documents, memos, or redlines as applicable (no memo is necessary for “No Comment” reviews)
Step 5: Edit the review for status and return date

![Review Center (2) interface]

- Project #: MAJ20-0001
- Group: Utility Districts
- Review Type: SWMETROWATER
- Reviewer: SWMETROWATER
- Date Sent: 9/30/2020
- Date Due: 10/27/2020
- Status: APPROVED
- Remarks: CORRECTIONS REQUIRED
- Date Returned: [Date Returned field]
It is important that you add the “Date Returned” to have the review drop off your review dashboard.