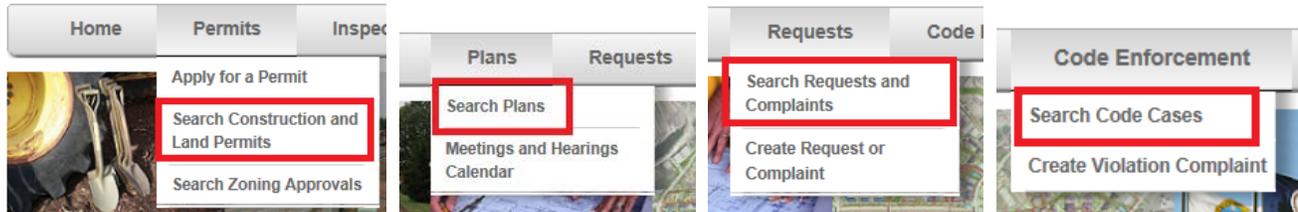


To search for a permit, **open the search page.**



From the Permits menu, select Search Construction and Land Permits. Please note that Plans, Requests, and Code Enforcement search screens are found in the appropriate columns.



When searching by address enter the street number in the Street Number field and the street name in the Street Name field. Do not enter any street type, either in the street name field or in the field labeled Street Type. You do not have to have both Street Number and Street Name but the more information you provide in your address search the quicker and more refined the search results will be.

Permit Search

Search by Address

Street Number	<input type="text" value="5"/>	Suite/Unit	<input type="text"/>
Street Name	<input type="text" value="COUNTY COMPLEX"/>	City	<input type="text"/>
Street Type	<input type="text" value="-Type-"/>		

You may also search using Permit Details. For example if you have the permit number you can type that number in the Permit Number field.

Search by Permit Detail

Permit Number

Users may find permits using the Permit Type and/or workclass. You'll notice that depending on the permit type a different set of workclasses will appear in the picklist.

You can also include permit status as part of your search, as well as date ranges, like all permits issued, expiring, or finalized within specified a date range.

Search by Permit Detail

Permit Number:

Type:

Work Class:

Status:

- Status -
- Approved
- Canceled
- Conversion/Import
- Draft
- Expired
- Finalized
- Inactive
- Issued
- Issued - Partial
- Pending
- Revoked
- Stop Work Issued
- Superseded
- Suspended
- TOP Issued
- Voided
- Withdrawn

Project Name:

Issued Date:

Expiration Date:

Finalized Date:

You can filter your results by clicking on the funnel in the column header.

Address

Search Results

Permit Number	Address	Type	Work Class
BLD2015-10053	10611 RHET MICHAEL CT NOKESVILLE VA 20181	Building Show rows with value that Contains Barnes And Is equal to	ew ly D
BLD2015-00121	13820 CORNWALL STATION CT		ew ly D
BLD2015-00098	15107 BARNES		ew

Search Results

Permit Number	Address	Type	Work Class	Status	Issued Date	Expiration Date	Finalized Date	Project Name
BLD2015-00098	15107 BARNES EDGE CT	Building	R - New Single Family Dwelling	Issued	07/07/2014			
BLD2015-00097	15111 BARNES EDGE CT	Building	R - New Single Family Dwelling	Issued	07/07/2014			

To clear the filter, click on the funnel again and then select "Clear Filter".

Search Results

Permit Number	Address	Type	Work Class
BLD2015-00098	15107 BARNES EDGE CT	<input type="button" value="Clear Filter"/>	ew Sing ly Dwell
BLD2015-00097	15111 BARNES EDGE CT	Contains Barnes And Is equal to	ew Sing ly Dwell

To print your search results, you can click on the Print Current Page or Print All Pages buttons found on the bottom right-hand side of the screen.

Displaying items 1 - 10 of 16

To see more details about a case, click on the Permit Number link.

Search Results

Permit Number	Address	Type	Work Class
BLD2015-10053	10611 RHETT MICHAEL CT NOKESVILLE, VA 20181	Building	R - New S Family Dv
BLD2015-00121	13820 CORNWALL STATION CT	Building	R - New S Family Dv

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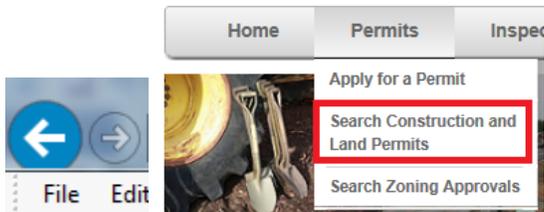
Permit Number: **BLD2015-10053**



Permit Details

Type: Building	IVR Number: 415087	Application Date: 8/1/2014
Work Class: R - New Single Family Dwelling	Project Name:	Issued Date: 8/7/2014
Status: Issued	District: 05 - Brentsville	Expiration Date: None
Description:	Square Feet: 36848	Final Date: None
	Valuation: 0	

To return to the search results, click the back button on your browser, or select “Search Construction and Land Permits” from the permit menu again.



To start a new search simply click on the “New Search” button, located at the bottom right-hand side of the search screen, and adjust your search criteria, or click “Clear” to start over.

Search by Permit Detail

Permit Number	<input type="text"/>	Project Name	<input type="text"/>
Type	<input type="text" value="- Permit Type -"/>	Issued Date	<input type="text"/>
Work Class	<input type="text" value="- Work Class -"/>	Expiration Date	<input type="text"/>
Status	<input type="text" value="- Status -"/>	Final Date	<input type="text"/>

Clear

Search

The Search Request and Complaints screen located within the Requests menu contains the same address search capabilities as the permit search, in addition to various Request Fields you can search by, such as the Request Type and Filed Date.

Request Search

Search by Address

Street Number	<input type="text"/>	Suite/Unit	<input type="text"/>
Street Name	<input type="text"/>	City	<input type="text"/>
Street Type	-Type- <input type="button" value="v"/>		

Request Fields

Request Number	<input type="text"/>	Filed	<input type="text"/>	<input type="button" value="grid"/>	<input type="text"/>	<input type="button" value="grid"/>
Request Type	- Request Type - <input type="button" value="v"/>	Compliance Deadline	<input type="text"/>	<input type="button" value="grid"/>	<input type="text"/>	<input type="button" value="grid"/>
Request Priority	- Request Priority - <input type="button" value="v"/>	Compliance Complete	<input type="text"/>	<input type="button" value="grid"/>	<input type="text"/>	<input type="button" value="grid"/>
Request Status	- Request Status - <input type="button" value="v"/>					

The Search Code Cases screen located within the Code Enforcement menu contains the same address search capabilities as the permit search, in addition to various Code Case Fields you can search by, such as the Code Type and the date the code case was opened or closed.

Code Case Search

Search by Address

Street Number	<input type="text"/>	Suite/Unit	<input type="text"/>
Street Name	<input type="text"/>	City	<input type="text"/>
Street Type	-Type- <input type="button" value="v"/>		

Code Case Fields

Case Number	<input type="text"/>	Opened	<input type="text"/>	<input type="button" value="grid"/>	<input type="text"/>	<input type="button" value="grid"/>
Type	- Select Type - <input type="button" value="v"/>	Closed	<input type="text"/>	<input type="button" value="grid"/>	<input type="text"/>	<input type="button" value="grid"/>
Status	- Select Status - <input type="button" value="v"/>					