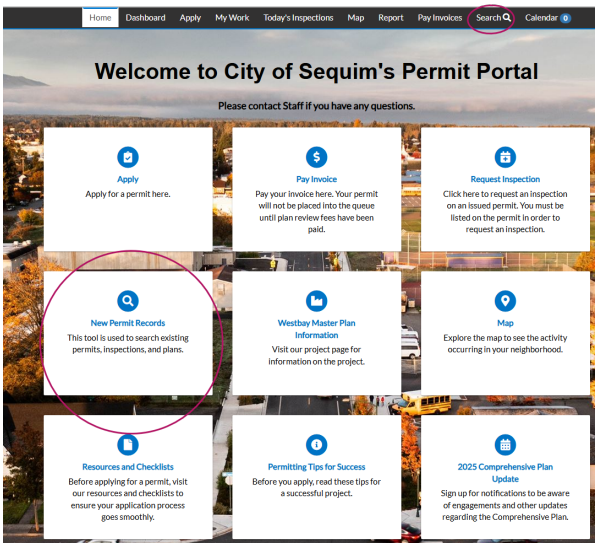
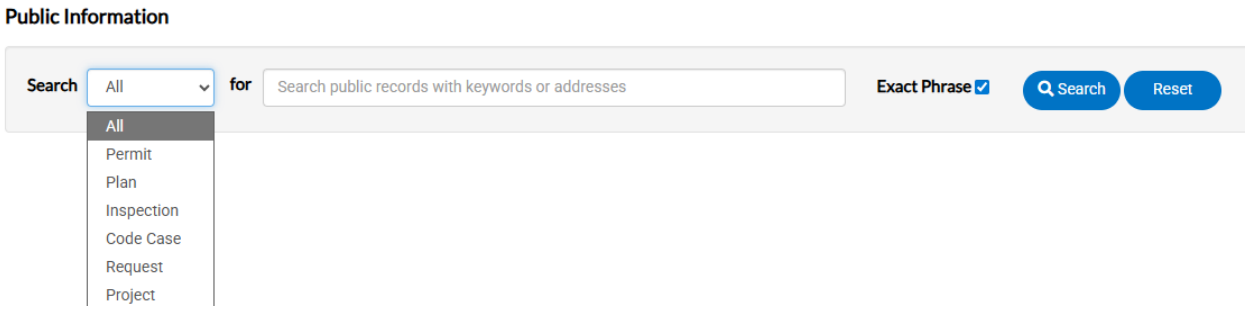
How to effectively search on the portal (no log in needed)

There are two ways from the homepage to get to the search page:

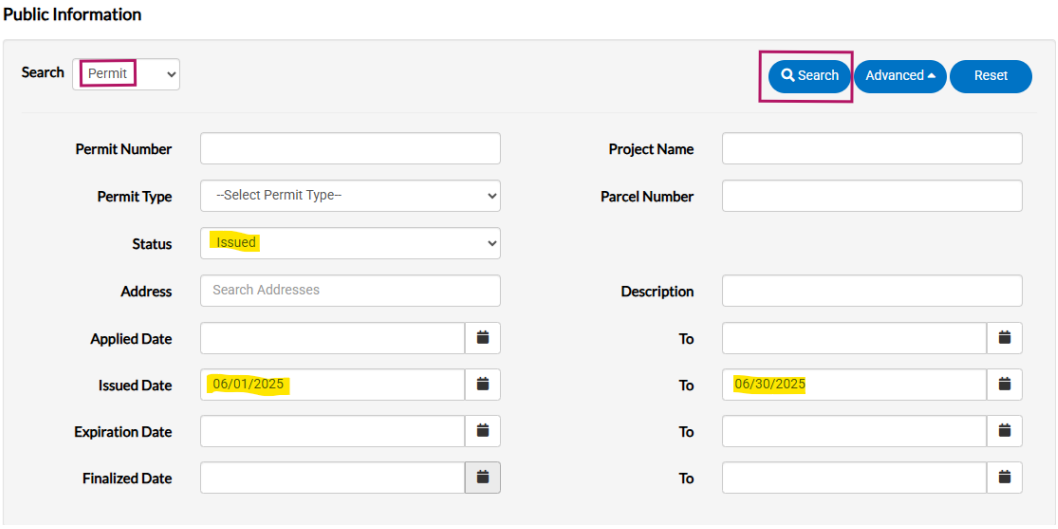


Whether you are searching for a specific permit or just want to see what's happening, there is a lot you can do with the search feature.

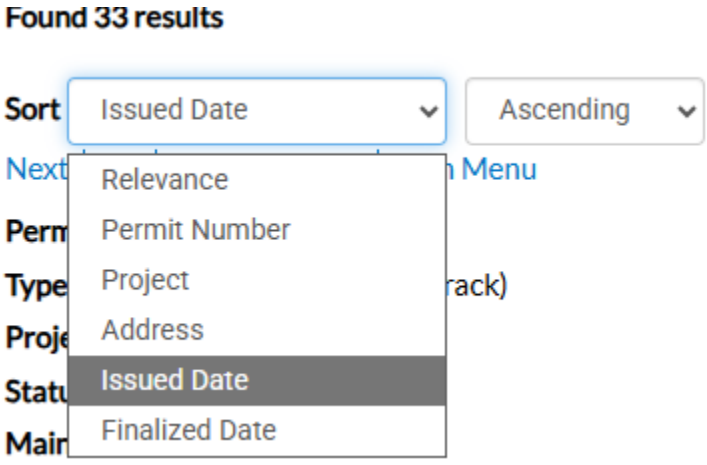
Using the "advanced search" function will get you the best results. This populates after you select the parameter you want:



For these purposes, I will search for all **permits issued** in June.



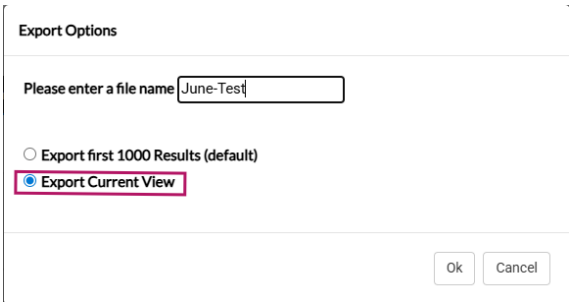
You can then take it a step further and sort how you want to see the data:



***If you want to export the data,**

Scroll to the bottom of the page and change the display to 50 per page.

Then go back to the top, click the “export” button, name the file, and choose “Export Current View”



This will generate an excel spreadsheet of the data you selected.