Searches – OLD GISWeb

1. There are many ways to search, the main one is the Basic Search page and fill out one or more of the available boxes.

2. There are also several search options to the left side as links that give you the opportunity to use more information in the search.

3. Advanced Search will bring up a long list of items you can search by. For example, you can search by acreage and subdivision. This would give you all the parcels in a certain subdivision that are within a certain acreage.

4. New Address Search will allow you to search for a given building permit to see if it has an address yet.

5. Location Search will allow you to search by address, point of interest, street or coordinates.

Searches – NEW GISWeb

1. **Find Parcels (Basic) – use this to search for a main parcel, owner, address**
   - NOTE: If you search for more than one thing at a time, the parcel will have to meet all the criteria not just one of them (ex. Owner: Monticello, Parcel: 78-22 will look for parcel 78-22 owned by Monticello)
   - Click on the search function on the left side of the screen
   - Under the dropdown you will see many different search types
   - For basic you can type in address, owner, parcel (autofill, must use hyphens), and the short parcel ID (also autofill and must use hyphens)
   - Type in the criteria you would like and hit search
   - You can then hit "Show All on Map" or double click on a single entry to zoom you to that area in the map.
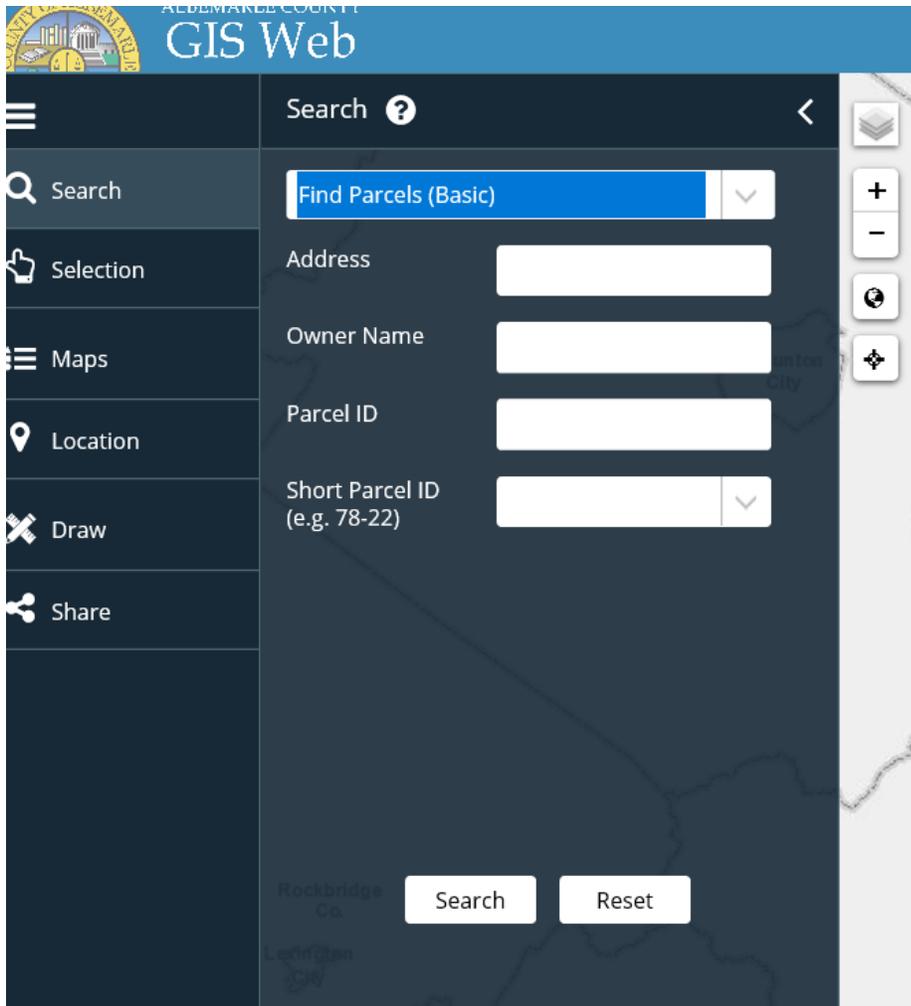
2. **Find Parcel (Advanced) – use this to also search by further criteria such as zoning**
   - Same steps as above but this one gives you more ways to search, for example value, zoning, land use, etc.

3. **Find Parcels by Subdivision - use this to search for all parcels in a given subdivision**
   - You can either scroll to the name you want to find or start typing and it will autofill

4. **Find Parcels by Sale Date – use this to search by sale information**
   - You can use this function to search by sale date, sale price, and/or subdivision

5. **Find Roads – use this to search roads**
   - You can use this function to search by road name or route number, they both autofill

6. **Find Public Notice Signs – use this to get information about a public notice sign**
   - You must know the sign number to type in and zoom to that area

7. **Find E911 Road Signs – use this to search the road sign itself and the intersections where it is located**
   - You can use this function to search by road name, it is autofill

8. **Find New Addresses – use this to search by building permit to see if an address has been given**
   - You can use this function to search by permit, year, or street.