

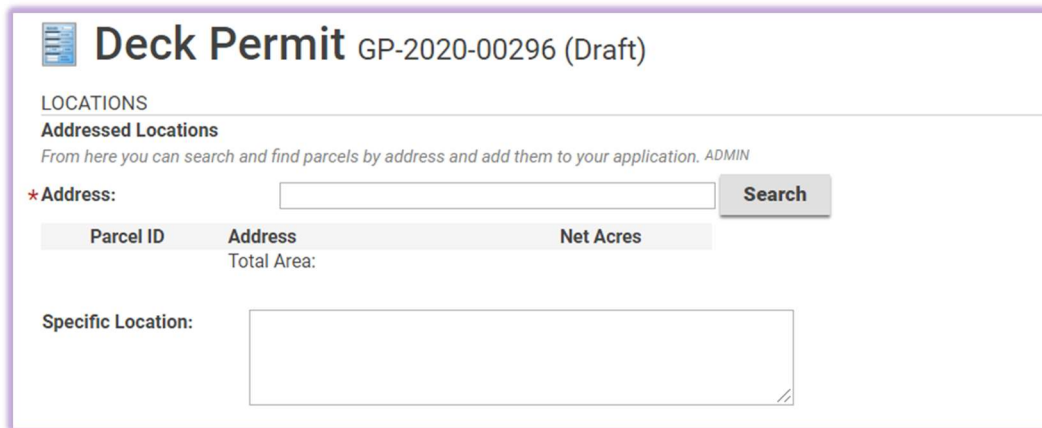
General Series

Add an Address

Each permit application must contain a civic address or PID selected from our database.

Add an Address by Searching the GIS address database

- a. In the Locations section, click to **Search**.



Deck Permit GP-2020-00296 (Draft)

LOCATIONS

Addressed Locations

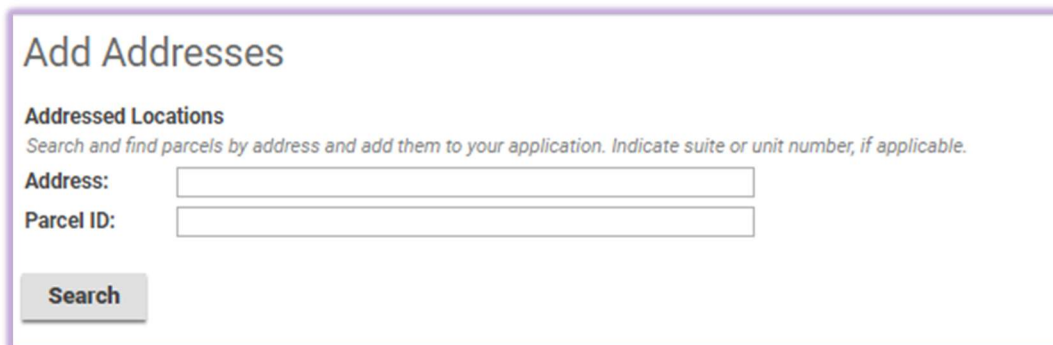
From here you can search and find parcels by address and add them to your application. ADMIN

*Address: **Search**

Parcel ID	Address	Net Acres
Total Area:		

Specific Location:

- b. A pop-up window opens.
Enter all or part of the address and click Search.
OR
If there is no civic address yet, Enter the Parcel ID (PID) and click search



Add Addresses

Addressed Locations

Search and find parcels by address and add them to your application. Indicate suite or unit number, if applicable.

Address:

Parcel ID:

Search

General Series

- c. Select the address required using the checkbox on the left and click Select

Add Addresses

Parcel ID	Address
<input checked="" type="checkbox"/> 00-212-464	128 PONDEROSA DR, LAKE ECHO, B3E1C9

- d. Selected Address will be shown in the Permit file.


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LOCATIONS

Addressed Locations

From here you can search and find parcels by address and add them to your application. ADMIN

*Address:

Parcel ID	Address	Net Acres
 00-212-464	128 PONDEROSA DR, LAKE ECHO, B3E1C9	✘

Total Area:

Specific Location:

- e. **Specific Location:** This is an optional field. Add information when applicable. (For example, could indicate an accessory structure is located at the back of the property.)