

Assistance for Looking Up Permits

Purpose:

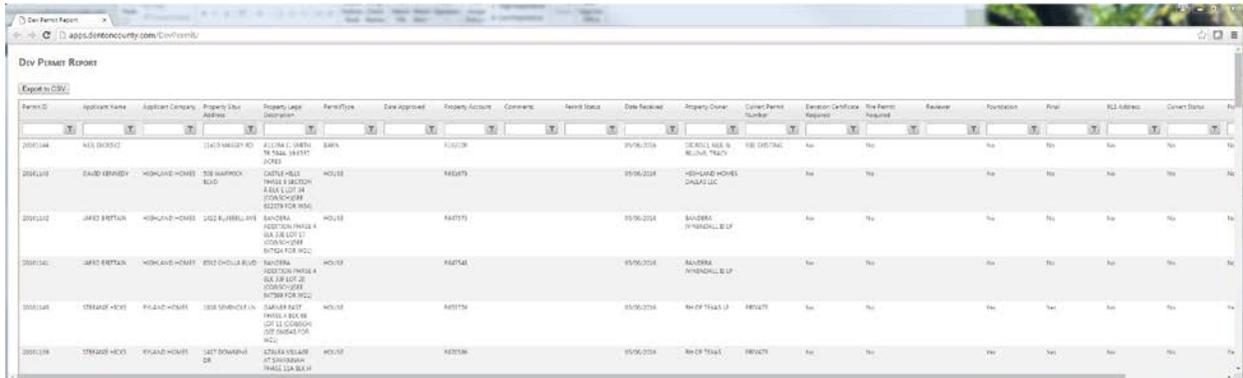
For high volume builders to retrieve information on the status of their permits or copies of their permits.

Equipment usage:

Computer and internet connection

Looking for Permit Number:

1. Go to the website <http://apps.dentoncounty.com/DevPermit/>



The screenshot shows a web browser window displaying a 'Dev Permit Report' table. The table has columns for Permit ID, Applicant Name, Applicant Company, Property Site Address, Property Legal Description, Permit Type, Date Approved, Property Address, Comments, Permit Status, Date Received, Property Owner, Corner Permit Number, Emission Certificate Required, The Permit Required, Reviewer, Foundation, Final, All Address, and Permit Status. Several rows of data are visible, including permits for BARN, HOUSE, and HOUSE types.

2. Search on any item you know. For example if you know the company name or the street name type that in
3. Then click the filter button next to the information you typed.

IT REPORT



The screenshot shows the 'IT REPORT' search interface. It features a search bar with a dropdown menu and a filter button. A red arrow points to the filter button. Below the search bar, there is a table with columns for Applicant Name, Applicant Company, Property Site Address, Property Legal Description, Permit Type, and Date Approved. The table contains three rows of data.

Applicant Name	Applicant Company	Property Site Address	Property Legal Description	Permit Type	Date Approved
NEIL DICRISCI		11410 MASSEY RD	A1139A C. SMITH, TR 584A, 19.6537 ACRES	BARN	
DAVID KENNEDY	HIGHLAND HOMES	509 WARWICK BLVD	CASTLE HILLS PHASE 8 SECTION A BLK E LOT 34 (CO&SCH)(SEE 632079 FOR W34)	HOUSE	
JARED BRITTAIN	HIGHLAND HOMES	1412 BLUEBELL AVE	BANDERA ADDITION PHASE 4 BLK 33E LOT 17	HOUSE	

4. Pick contains

Applicant Company	Property Situs Address	Property Legal Description	PermitType	Date Approved	Property Account	Comments
	Bluebell					
	11410 MASSEY RD				R183108	
HIGHLAND HOMES	509 WARWICK BLVD				R631679	
HIGHLAND HOMES	1412 BLUEBELL AVE				R647573	
HIGHLAND HOMES	8512 CHOLLA BLV				R647548	
RYLAND HOMES	1816 SEMINOLE L				R653759	
RYLAND HOMES	1417 DOWNING DR	AZALEA VILLAGE AT SAVANNAH PHASE 11A BLK M	HOUSE		R670599	

Only permits that contain “Bluebell” in the name will be listed.

Permit ID	Applicant Name	Applicant Company	Property Situs Address	Property Legal Description	PermitType	Date Approved	Property Account	Comments	Permit Status
20161142	JARED BRITTAIN	HIGHLAND HOMES	1412 BLUEBELL AVE	BANDERA ADDITION PHASE 4 BLK 33E LOT 17 (CO&SCH)ISEE 647624 FOR W21)	HOUSE		R647573		
20161084	DUSTIN BOWEN	HIGHLAND HOMES	1421 BLUEBELL AVE	BANDERA ADDITION PHASE 4 BLK 33F LOT 13 (CO&SCH)ISEE 647618 FOR W21)	HOUSE	04/27/2016	R647567		Approved
20160982	KELSEY SHERIDAN	HIGHLAND HOMES	1413 BLUEBELL AVE	BANDERA ADDITION PHASE 4 BLK 33F LOT 11 (CO&SCH)ISEE 647616 FOR W21)	HOUSE	04/18/2016	R647565		Approved
20160818	JACK IRVIN	SUMMER HOMES	13521 BLUEBELL DR	FRISCO HILLS PHASE 3A BLK 15 LOT 6 (CO&SCH) (SEE 566170 FOR W24)	HOUSE	04/07/2016	R564552	PENDING ETI ONLY	Pending
20160786	DUSTIN BOWEN	HIGHLAND HOMES	1404 BLUEBELL AVE	BANDERA ADDITION PHASE 4 BLK 33E LOT 19 (CO&SCH)ISEE 647626 FOR W21)	HOUSE	04/04/2016	R647575		Approved
20160783	DUSTIN BOWEN	HIGHLAND HOMES	1409 BLUEBELL AVE	BANDERA	HOUSE	04/04/2016	R647564		Approved

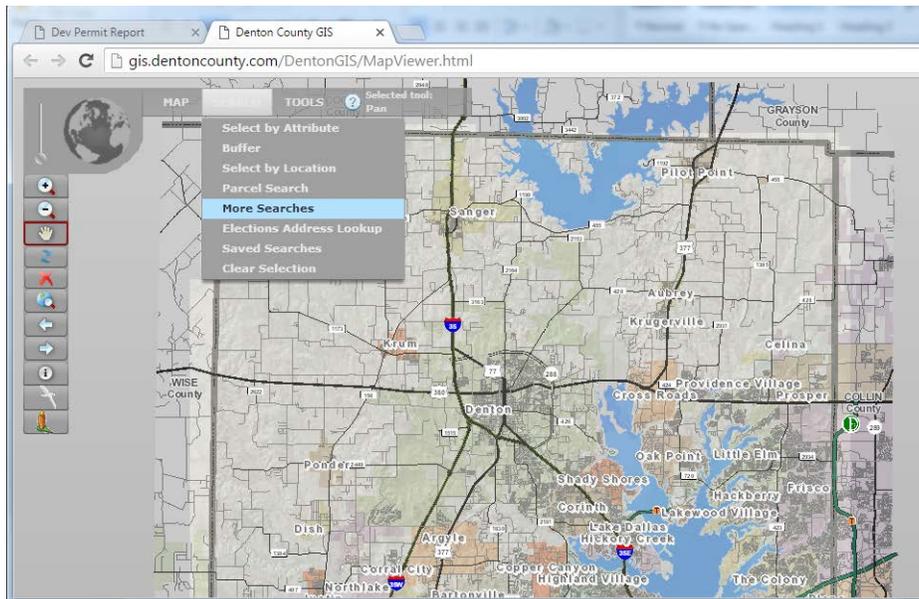
- At this point you can click on any column heading to sort or click that same column heading again to reverse sort the list. For example it might be helpful to sort on legal description or applicant name at this point. Some other useful columns are date the permit was received and date approved in addition to these you can see in the comment column why the permit is still in pending mode.
- Searching tips if you want to do a different search make sure to clear the text boxes and set the filter back to “no filter”.

7. Find your 8 digit Permit number (this is called Permit ID in this table) that you are looking for and make note of it.

8. Go to the Landmark Map website:

[HTTP://GIS.dentoncounty.com](http://GIS.dentoncounty.com)

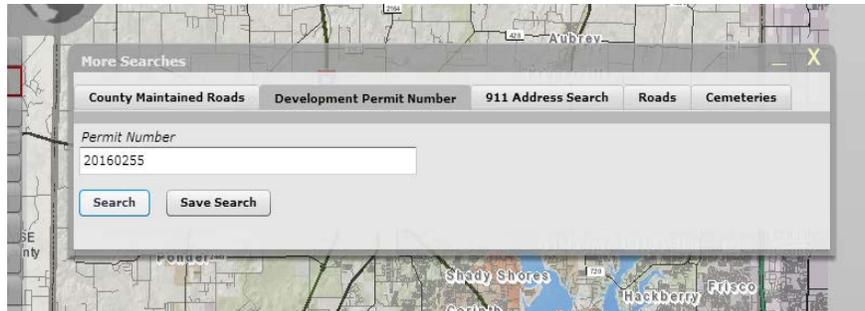
9. On the top left hand corner click “Search” and then in the drop down click “More Searches”



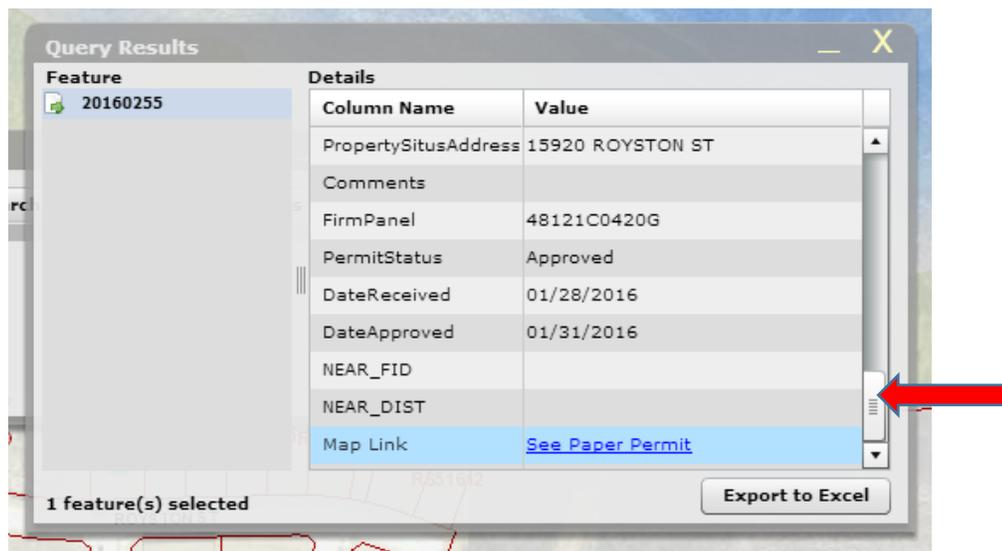
10. In the pop up window click the tab across the top that says “Development Permit Number”



11. Type in your permit number and click “Search”



12. In the new pop up box called “Query Results” use the scroll bar on the right hand side to scroll to the bottom and find the “Map Link” Column.



13. Click on the “[See Paper Permit](#)” and your paper permit will pop up in a new window.



From here just save or print it for your records.

***You may find your permit has the “approved” status but the paper copy is not available to print. When this happens your permit is still in the “being worked” process and hasn’t been scanned yet. Check back in 1-2 days and the paper permit will be available to print.**