



Town of ATHERTON *California*

Atherton's eTRAKiT Web Portal

Entry page at <http://atherton.trakit.net/etrakit3>

The screenshot shows the web portal interface. At the top, there is a navigation bar with links for Home, Setup an Account, Log In, and a dropdown menu currently set to Public. There are input fields for Username and Password, a LOGIN button, a REMEMBER ME checkbox, and a Reset Password link. Below the navigation bar is a banner with the Town of Atherton logo and the text 'Town of ATHERTON California'. The main content area has a heading 'Welcome to the Town of Atherton, California Permit System Web Portal'. A paragraph of text explains the portal's purpose: 'This portal allows for permit history searches and for Contractors and Design Professionals, that are registered with the Town's Building Department, detailed access to their permits. For more information: [CLICK HERE](#)'. Below this text are four main menu items, each with an icon and a search button: 'Permits' (with a clipboard icon) has 'Apply' and 'Search' buttons; 'Projects' (with a binder icon) has a 'Search' button; 'Contractor' (with a person icon) has a 'Search Contractors' button; and 'Properties' (with a building icon) has a 'Search' button.

Atherton's eTRAKiT Web Portal

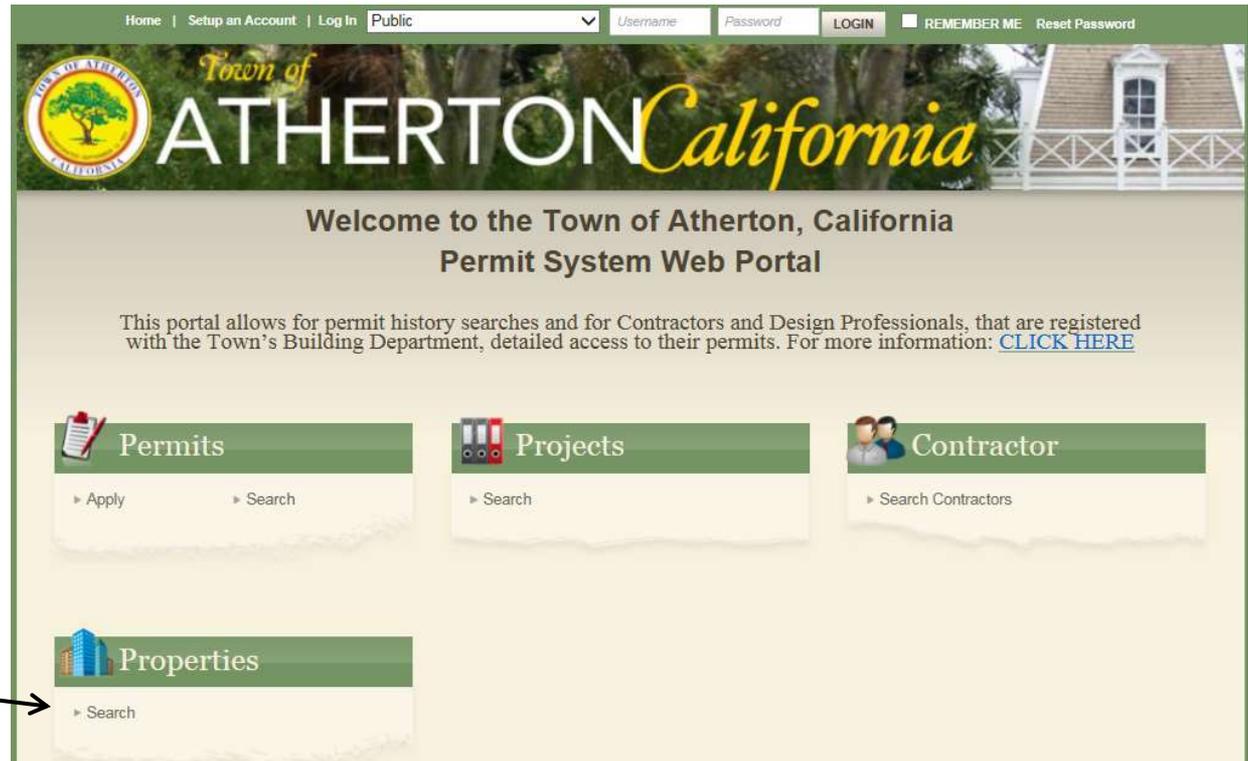
One way to search for a permit history on a property.

A Log-in name or account set-up is not required.

Click on

Properties

➤ Search



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One way to search for a permit history on a property.

SEARCH BY:

- First Drop Down Box
Select Address or APN
- Second Drop Down Box
Select a search option
Example - "Contains"
- Enter the criteria:
Example - "150" for this search

Property Search

Address Contains 150 SEARCH

PRINT EXPORT TO EXCEL

Search Results

Parcel Number	Address
069292140	150 ALMENDRAL AVE
073182090	150 ALTA VISTA DR
073182110	150 ALTA VISTA DR
070180180	150 ELENA AVE
061350250	150 ENCINAL AVE
060220220	150 FAIR OAKS LN
070211280	150 ISABELLA AVE
061152040	150 LINDEN AVE
061231030	150 TOYON RD
070390010	150 VALPARAISO AVE
061310100	150 WATKINS AVE

After clicking "Search", click on the Property. In this example "150 Watkins" to obtain the history.

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One way to search for a permit history on a property.

Results:

- Parcel information-
If you select the symbol to the right of the address will get a map view.
- All permits in the system including status will be listed.

Here you can select a permit to obtain more information

The screenshot displays the Atherton's eTRAKiT Web Portal interface. At the top, there is a search bar with 'Address' selected and a 'SEARCH' button. Below the search bar, there are navigation links for 'Projects', 'Contractor', and 'Properties'. The main content area is divided into two sections: 'Search Results' and 'Parcel #061310100'. The 'Search Results' section shows a list of parcel addresses with a green highlight on the selected parcel. The 'Parcel #061310100' section displays detailed information about the parcel, including its address, city/state/zip, property type, APN, and a list of linked activities. The linked activities table is as follows:

Sub-Project#	Project#	Project Name	Status
	PRE13-00001	PRE-APP REVIEW	RECEIVED
	MISC13-00001	MISCELLANEOUS	
Sub-Permit#	SP14-00034	COMMERCIAL	UNDER REVIEW
	SP14-00035	GRADG DRAIN	UNDER REVIEW

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One way to search for a permit history on a property.

Permit details:
Selected from the list.

The screenshot displays the 'Permit Search' interface. On the left, a navigation menu includes 'Permits' (with sub-links 'Apply' and 'Search'), 'Projects' (with 'Search Projects'), 'Contractor' (with 'Search Contractors'), and 'Properties' (with 'Search Property'). The main content area is titled 'Permit Search' and features a search form with 'Search By:' dropdowns set to 'Permit Number' and 'Equals', followed by an empty search input field and a 'SEARCH' button. A link for 'Click here for search examples' is located to the right. Below the search form, the details for 'Permit #BP14-00534' are shown. Two tabs, 'Permit Info' and 'Site Info', are visible, with 'Permit Info' selected. The details listed are: Type: COMMERCIAL, Subtype: HOLBROOK PALMER, Short Description: MALL BALLPARK FACILITIES, Status: UNDER REVIEW, Applied Date: 9/9/2014, Issued Date: (blank), Approved Date: (blank), Fetched Date: (blank), Expiration Date: (blank), and Notes: (blank).



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There are several options that you can use to obtain the same information.

Over time additional options and information may be made available.

Contractors and Design Professionals registered with the Town's Building Department can have detailed access to their permits.

The Building Department can be reached at
(650) 752-0560 www.ci.atherton.ca.us