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TOWN OF PALM BEACH

PLANNING, ZONING & BUILDING DEPARTMENT
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The Building Department is open Monday through Friday from 8:30am to 5:00pm, with the exception of Town observed holidays. The last sign in for permit submittal is 4:00pm however the office remains open for permit pick up and inquiries until 5:00pm.

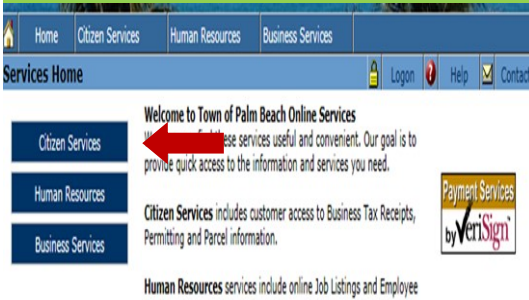
PERMIT TRACKING / PICK UP INFORMATION

TOWN OF PALM BEACH

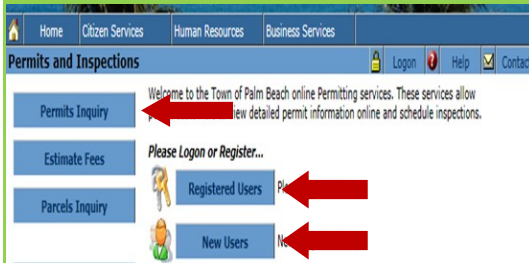


PERMIT TRACKING / PICK UP INFORMATION

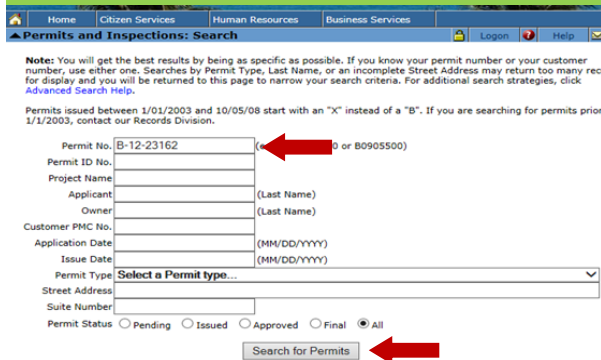
The Town of Palm Beach offers an interactive website that will allow you to track your permits on line. Log on to <https://eden.townofpalmbeach.com> this link will direct you to the main screen where you will see **"CITIZEN SERVICES"** on the left. Click on this tab to go to the next screen as shown below.



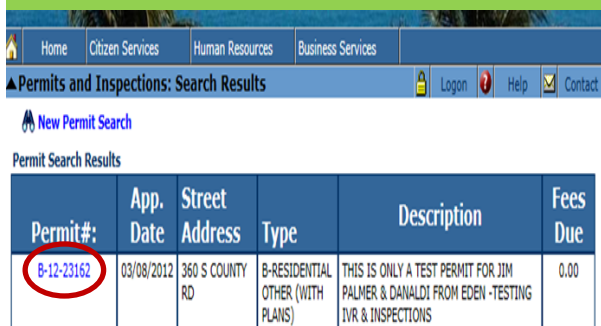
This next screen is where you will log on to track your permit. You can log on without registering by selecting **"PERMITS INQUIRY"**. You can also register your company by selecting **"NEW USER"** and follow the instructions. If you are already registered select **"REGISTERED USER"** and log on.



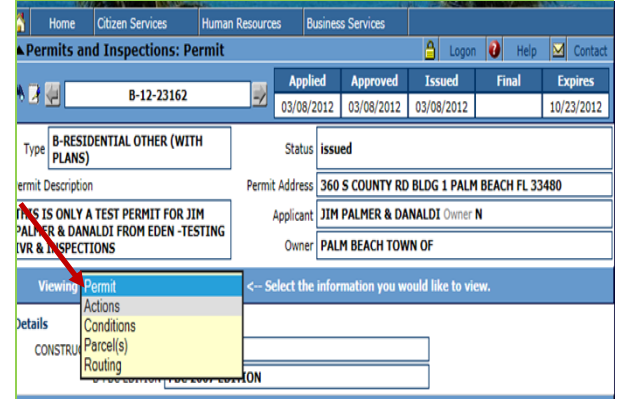
At the next screen you will see several fields for which you can search for a permit. Select the first line **"PERMIT NO."**. Input the permit number from the receipt you have received at permit submittal. (Example: B1223162) Next click **SEARCH FOR PERMITS** at the bottom of the page.



At this screen you will see your permit number in a blue hyperlink. Click on the hyperlink which will take you into your permit.



You can change the viewing to **"ACTIONS"**. By doing this you can see any comments plan review may have or where your permit is in the routing status.



"APPLIED"
Date application Is submitted.

"APPROVED"
Date permit is Approved in Plan review.

"ISSUED"
Date permit is **READY for pickup.**

