

# INSTRUCTIONS - Real Property Search



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**Property Search Page:** The Property Search page is accessible as follows:

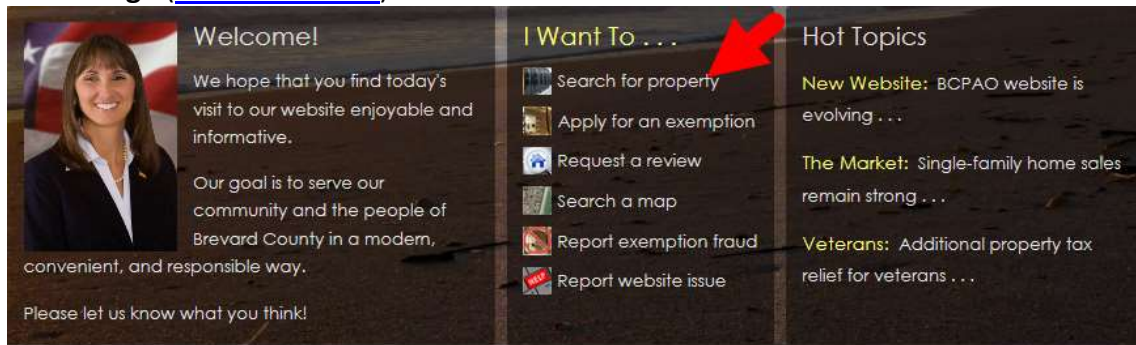
**Menu:** The menu is available on every page and contains links to all website content.



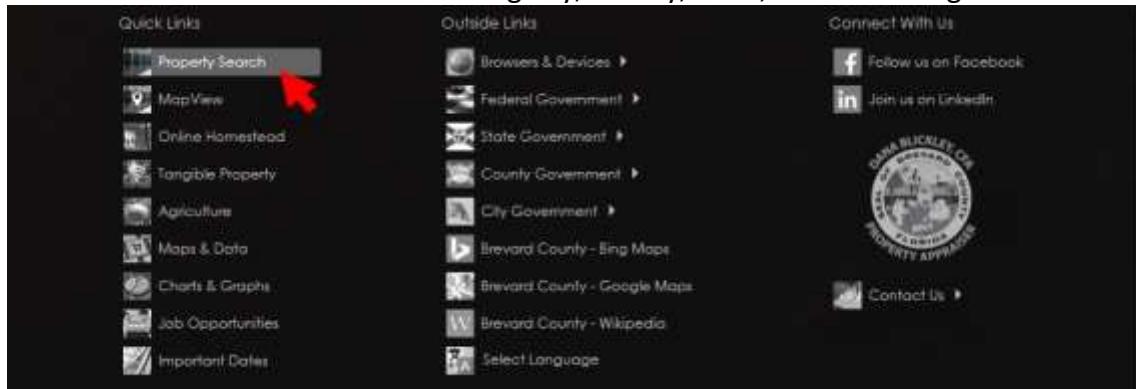
**Slider:** The navigation slider is available on every page and contains links to our most popular pages.



**Home Page ([www.BCPAO.us](http://www.BCPAO.us)):**



**Footer:** The Footer is available at the bottom of every page and provides links to a few of our common pages as well as links to other websites including city, county, state, and federal agencies not affiliated with BCPAO:



## Real Property Search Instructions

**Search for Records:** Our new **Real Property Search** enables you to search our records by entering criteria for a single search option, or by combining any number of search options. Our new Real Property Search does not restrict you to pre-grouped search criteria. You may define your search any way you like.

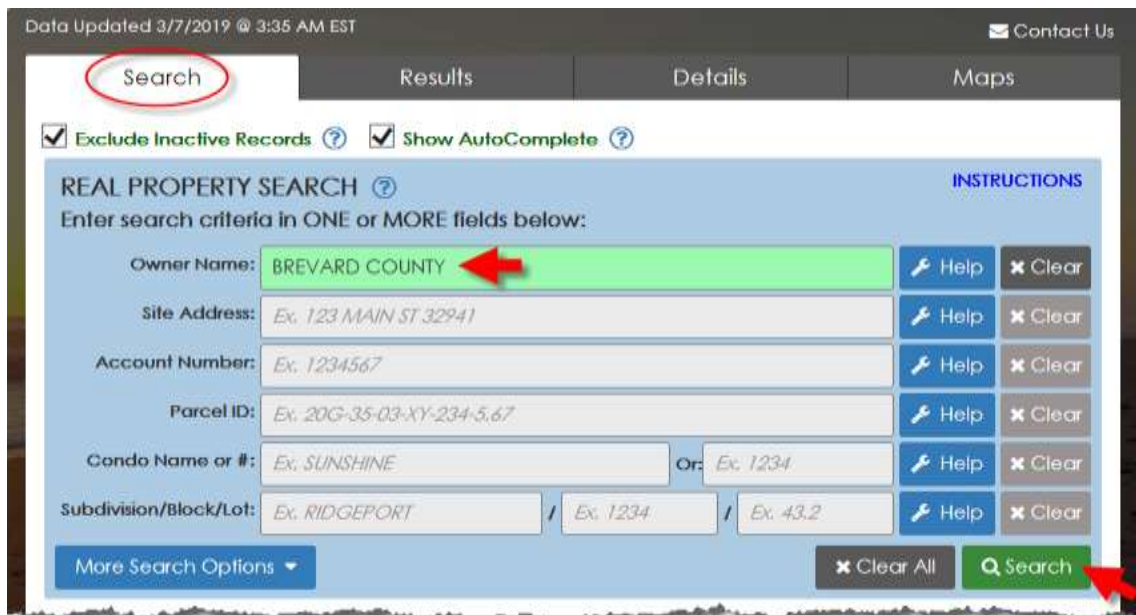
**Tabs:** There are four tabs on the **Property Search** page: **Search**, **Results**, **Details**, and **Maps**:



At any time, you can click a tab to view its content. Everything you need to conduct a property search, view a grid of search results, view individual property details, and view an interactive map is available in neatly-organized tabs, all on one page:

- The **Search** tab contains all search tools to query BCPAO records.
- The **Results** tab shows a grid of your search results after you conduct a search.
- The **Details** tab shows property details for an individual property. After conducting a search, if more than one property is found, the Results tab opens with a grid from which to select a single property to view its details. If only one property is found from your search, the Details tab automatically opens.
- The **Maps** tab contains a selection of interactive maps integrated with the Details tab. However, maps on the Maps tab can also be viewed full-page in their own window as stand-alone map applications.

**Single Search:** Enter criteria in any input field, and then click **Search**:



**More Search Options:** Click **More Search Options** to view all available real property search options:



**Combination Search:** Our new Real Property Search does not restrict you to pre-grouped search criteria. You may enter as many or as few criteria as you choose. For example, you can search for all sales in a given subdivision, or refine it further by entering additional criteria such as base area, year built, property use, etc. As you refine your search, only properties that meet your specific search criteria are found, and, you can add or remove criteria at any time to change your search without having to start over.

The example below shows how to search for detached single-family riverfront homes between 5,000 and 8,000 square-feet built between 2000 and 2016 on between 0.75 and 1.5 acres in zip-code 32937 or 32903 with a dock and screened pool that were sold between 01-01-2016 and 01-01-2018 for between \$1,500,000 and \$2,500,000. Click **More Search Options**, enter the search criteria, and then click **Search**:

Data Updated 3/7/2019 @ 3:35 AM EST Contact Us

**Search**      Results      Details      Maps

Exclude Inactive Records     Show AutoComplete

**REAL PROPERTY SEARCH**      INSTRUCTIONS

Enter search criteria in ONE or MORE fields below:

Owner Name:  Help Clear

Site Address:  Help Clear

Account Number:  Help Clear

Parcel ID:  Help Clear

Condo Name or #:  Or:  Help Clear

Subdivision/Block/Lot:  /  /  Help Clear

Plat Book/Page:  /  Help Clear

Sale Price From:  To:  Help Clear

Sale Date From:  To:  Help Clear

Market Value From:  To:  Help Clear

Year Built From:  To:  Help Clear

Base Area From:  To:  Help Clear

Gross Area From:  To:  Help Clear

Acres From:  To:  Help Clear

Zip Codes:  Help Clear

Site Codes:  Help Clear

Market Area Codes:  Help Clear

Taxing District Codes:  Help Clear

Property Use Codes:  Help Clear

Extra Feature Codes:  Help Clear

Less Search Options      Clear All      Search

**AutoComplete:** If you pause when entering text in the input field, a list of options opens (similar to Google, Bing, Yahoo, etc.). You can select an option from the list, or ignore the list and enter your own text. You can also shut off AutoComplete by unchecking the **Show AutoComplete** checkbox.

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**Search**      Results      Details      Maps

Exclude Inactive Records     Show AutoComplete

**REAL PROPERTY SEARCH**      INSTRUCTIONS

Enter search criteria in ONE or MORE fields below:

Owner Name:  Help Clear

Site Address:  Help Clear

Account Number:  Help Clear

**Help:** If you need help entering your search criteria, click **Help** to open a tool panel with instructions:

Site Address: 100-500 MYSTREET COCOA BEACH [Close] [Clear]

Enter search criteria directly in the field above or use the optional tools below.

Basic Range \* Required

\* From: 100

\* To: 500

Direction: Any

\* Name: MYSTREET

Type: Any

Suffix: Any

Unit: Ex. B

City: COCOA BEACH

Zip Code: Ex. 32940

NOTE: Not all properties have a site address. Site addresses are assigned by Brevard County Address Assignment for E-911 purposes and may not reflect the postal community name. Vacant parcels may not receive a site address until a building is constructed on them, particularly corner lots where the primary property entrance has not yet been established. For more information on site addresses, please contact [Brevard County Address Assignment](#).

▶ INSTRUCTIONS

You can enter your search criteria directly into the main input field, or use the **Help** tools. As you use the tools, your input automatically populates the main input field for you. Click ▶ **INSTRUCTIONS** for more help with entering your search criteria. The **Results** tab automatically opens after **Go Real Property Search** is clicked:

Data Updated 3/28/2018 @ 3:35 AM EST [Contact Us]

Search Results Details Maps

First 1 2 3 > Last

1 - 10 of 262 records

Export to: XLSX CSV

Show 10 records per page

Choose Columns

Site Address Sale Date Sale Price

The number of records found from your search

The number of search results rows to show at a time

Date property data was last updated

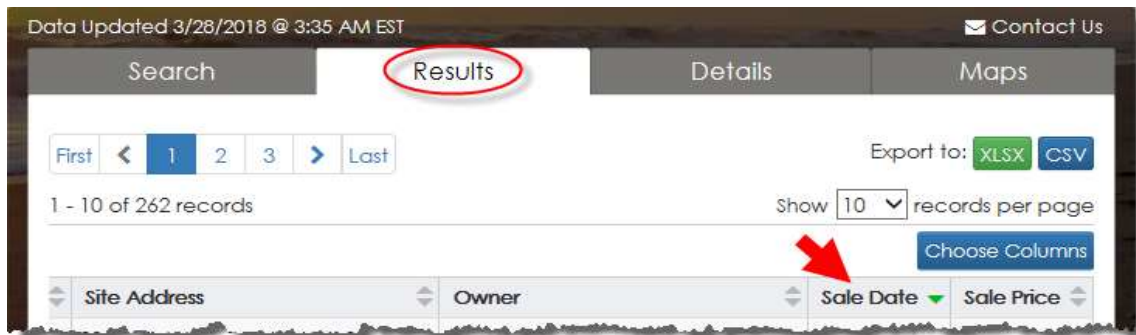
Buttons to go to another page of search results

Two common formats to export your search results for download

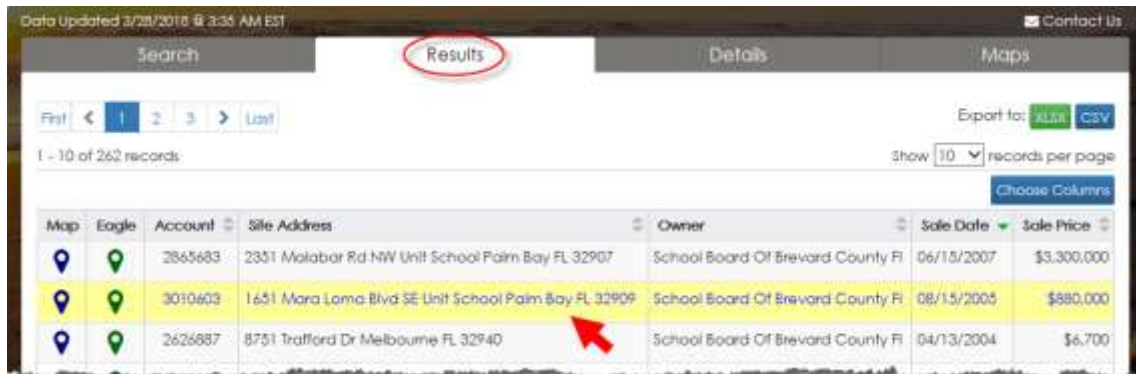
The number of records currently shown

**Data Column Visibility:** Click **Choose Columns** to change the columns shown in the results grid (hiding or showing columns does not change your search criteria):

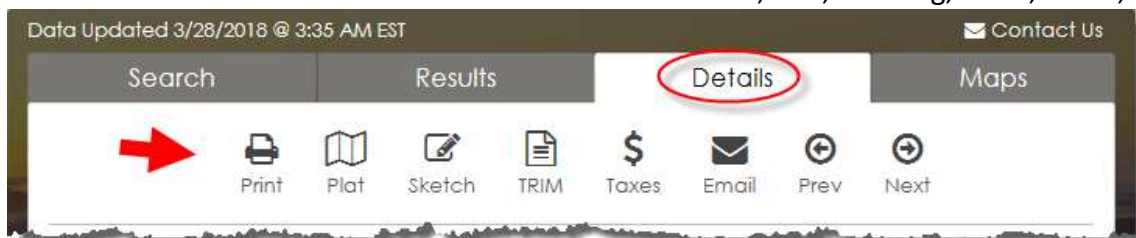
**Data Column Sorting:** Click the header row of any data column to sort the results grid by that column. A ▼ down-arrow indicates a descending sort (from highest to lowest or from Z to A). An ▲ up-arrow indicates an ascending sort (from lowest to highest or from A to Z):



**Property Details:** If your search resulted in more than one record found, the **Results** tab will list your search results with basic information. Click any row in the **Results** grid to view more details about that account (if only one record was found, the **Details** tab opens automatically):

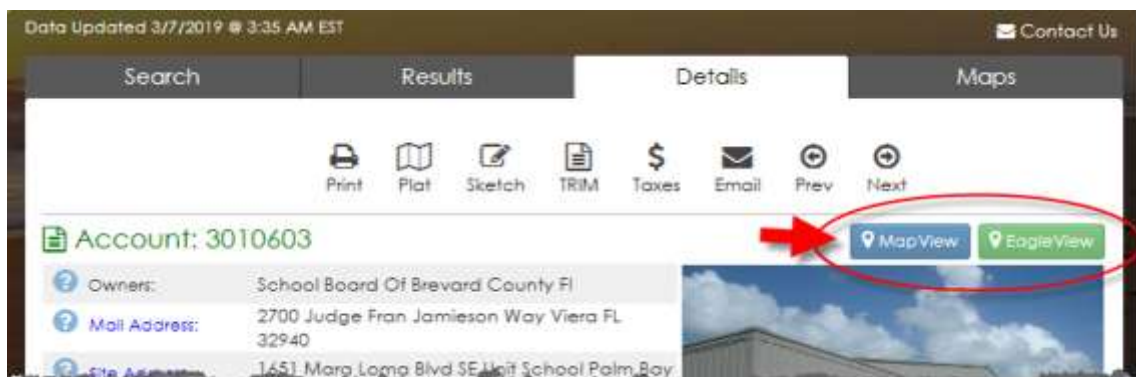


**Document Links:** The **Details** tab contains links to Print, Plat, Drawing, TRIM, Taxes, etc.:



The **Prev** and **Next** buttons load property details for the previous or next property based on the account number. For example if the current account is 9999901, clicking the **Next** button will load details for 9999902 (or the next available account) in numeric order. The **Email** link enables you to send a link of the current property **Details** page through your device's default email application (if one is available).

**Map Links:** The map links on the **Details** tab load the subject property in a map on the **Maps** tab:

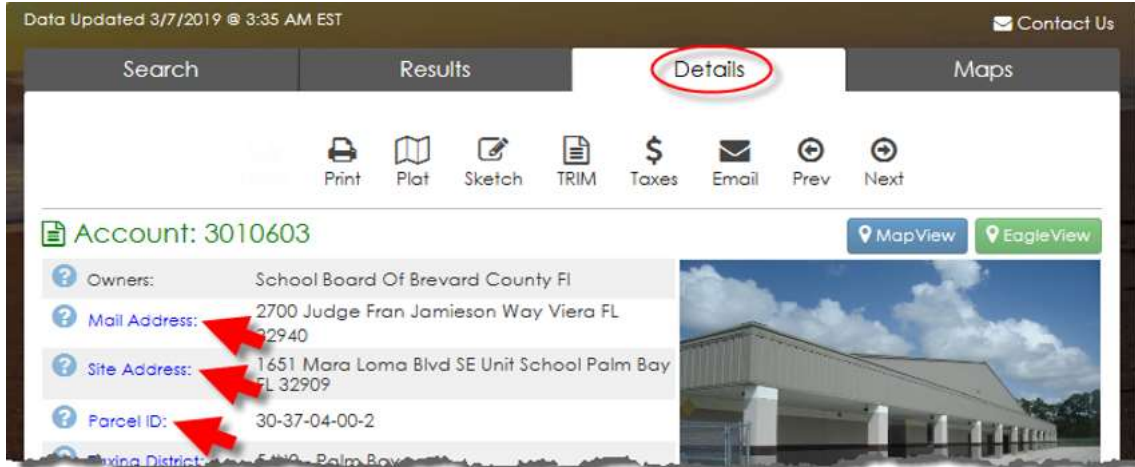


**MapView:** Our interactive web map with parcels, streets, subdivisions, orthogonal aeriels, etc.

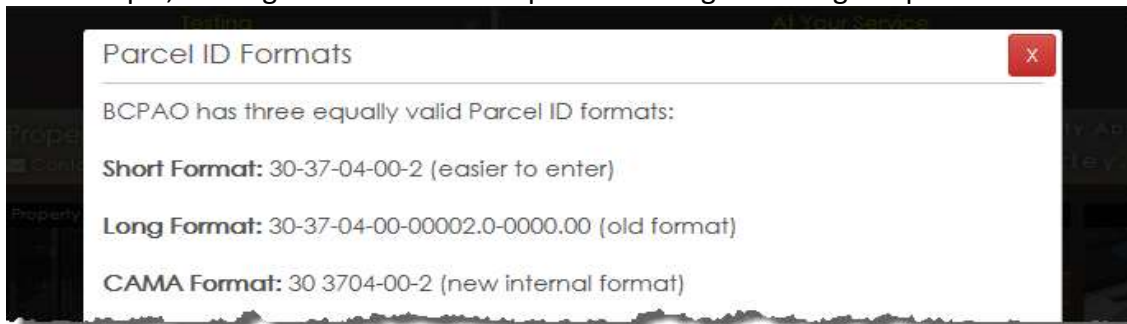
**EagleView:** A customized Pictometry oblique aerial image viewer for various years of imagery.

NOTE: If the **Maps** tab is clicked instead of one of these map buttons, the default **MapView** will load and zoom to the property identified on the **Details** tab. (More about maps [here.](#))

**Data Links:** There are various links on the **Details** tab. Click [blue text](#) to view more information:



For example, clicking the [Parcel ID](#) link opens a message showing the parcel ID formats:



Other data links open lookup tables:

Property Use Codes

Showing 0 to 0 of 0 entries

Search:

Show 10 entries First Previous Next Last

Code	Description
0006	Vacant - Less Than 5 Acres - Not Government Owned
0007	Vacant Residential Land Multi-family, Platted
0008	Vacant Residential Land Multi-family, Unplatted - Less Than 5 Acres

Please [contact us](#) if to report any issues, or if you need further assistance with our website.

[View MapView Instructions](#)

[View EagleView Instructions](#)

[View Tangible Property Search Instructions](#)