Log on to https://eden.townofpalmbeach.com

NOTE: A box will pop up asking you to accept a security certificate. Press CANCEL for optimal viewing

Here 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 USERS” and log in.

At this 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.

Next, 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.

<table>
<thead>
<tr>
<th>“APPLIED”</th>
<th>“APPROVED”</th>
<th>“ISSUED”</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date application was submitted.</td>
<td>Date Permit is approved in plan review.</td>
<td>Date permit is ready for pick up.</td>
</tr>
</tbody>
</table>

NOTE: Tracking your permit will allow you to see the progress of your permit in plan review. Please keep in mind that if there are comments our online system is in live time. Therefore, if you track daily if a reviewer has comments you will see it right away. You will only see this but going into “ACTIONS” as listed above.

**If your permit shows APPROVED it is NOT ready for pick up.**

As listed above when your permit has an **ISSUE** date that is when your permit is physically ready for pick up.