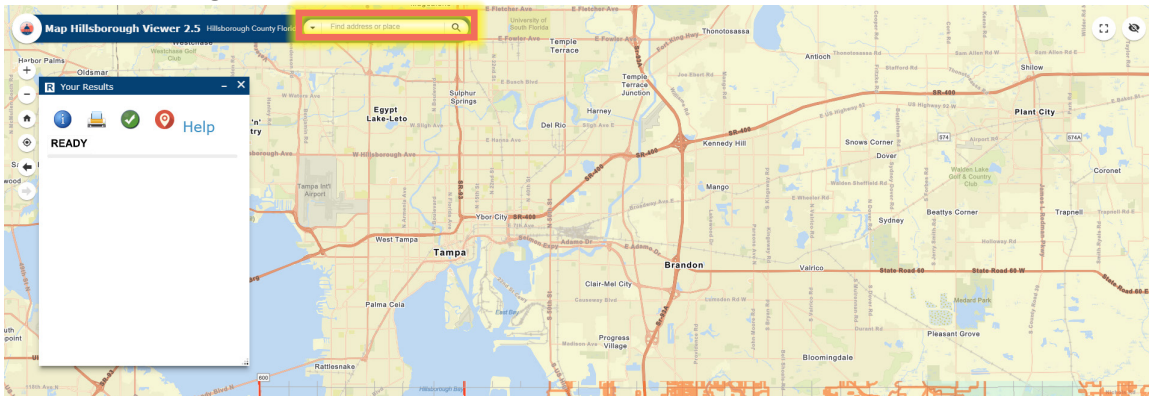


PGM Store Tutorial

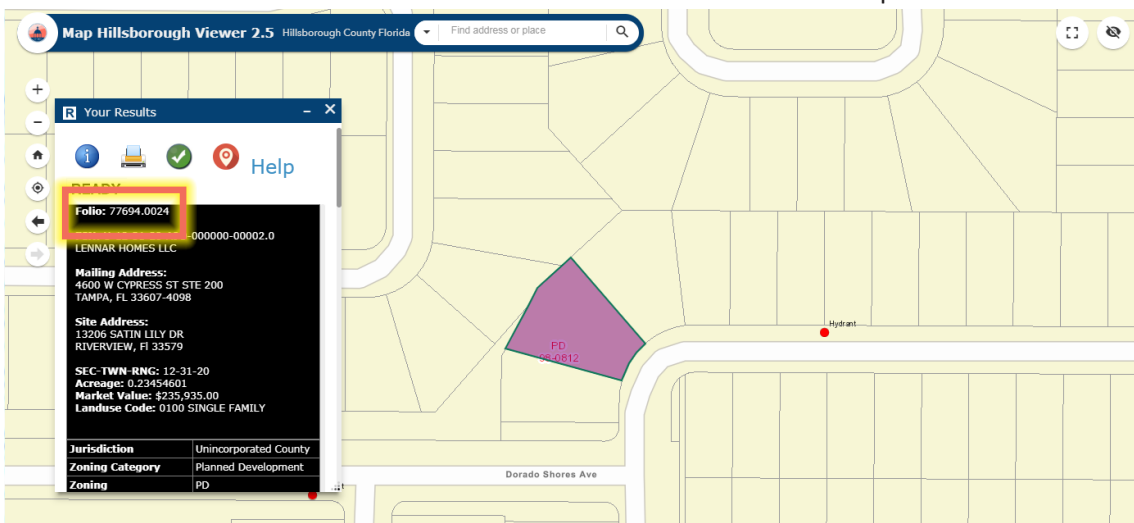
1. Turn off your Pop-Up Blocker (if enabled).
2. You can search the PGM Store by Folio Number, or Application Number. If you have an application number or Folio number you are inquiring about, please proceed to step 3.

If you need a Folio number or Application number:

Find the Folio number for the property by going to <https://maps.hillsboroughcounty.org> and entering the address.



The box labeled “Your Results” will show the Folio Number at the top.



Scroll down in the results box to view additional information, including zoning information. Zoning applications related to the folio will be displayed by the type of application. *Please note: If you plan to search for Planned Development information in the PGM store, you may not find a result unless you use the application number.*



- Go to the website pgm.hillsboroughcounty.org
- Enter username **public** (all lowercase). Enter the password **public** (all lowercase). Leave the server as Optix.



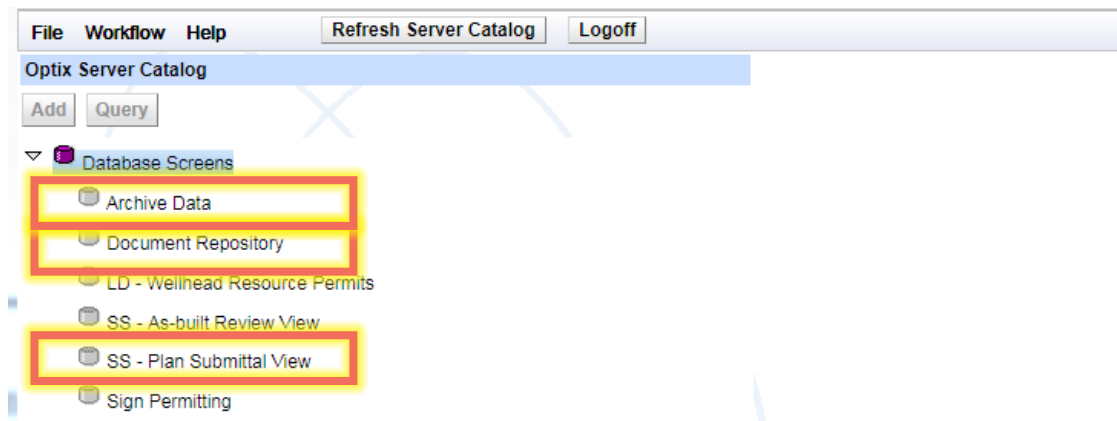
Please login.

User Name:

Password:

Server:

- Click on the **Login** button.
- Once you are logged in, double click on **Document Repository** near the top left corner. If you are having difficulty finding items approved prior to 2004, please choose **Archive Data**. If you are looking for site plans, please select **SS - Plan Submittal**. Please note, building documents prior to 2004 are not available on the PGM Store.



- Enter the tracking number (Application number, Permit number) in the box that reads **Tracking**. Or you can search by folio by entering the folio number into the **Folio ID** box. Then click on **Query**.
Tip: Use either the application number or the folio number as this will typically yield more accurate results than searching for both.

Document Repository

Max Hits: 20

Document Repository

Hillsborough County Florida

Search All Documentation

Document Information

Tracking #: App/Permit/Tracking #:

Folio ID: Planner:

Permit Type:

Status: S/T/R:

Applicant/Location Information

8. A blue bar will pop up with the Application number, Folio ID, Permit type & Current Status. Double click on the Blue Bar to access the folders.

File Workflow Help Show Server Catalog Logoff

Hit List for: Document Repository

Open Copy Delete Revisions Export Proc Info

Application Number	Associated Folio ID	Permit Type	Current Status	Permit Number	Section	Township	Range	First Name	Middle Name	Last Name	SL Address #	SL Prefix	SL Street Address
17-0977	77192.5492	ZONING HEARING PROCESS		17-0977	30	30	20						SE QUADRANT OF GIBSONTON RD & NEW

17-0977

Document Repository

Re-Query Update Revert Proc Info

Document Repository

Hillsborough County Florida

Search All Documentation

Document Information

Tracking #: 17-0977 App/Permit/Tracking #: 17-0977

9. Double click on each folder/document to access.

File Workflow Help Show Server Catalog Logoff

17-0977

Open Revisions Delete Copy

Name	Label	Date Modified	Size	Owner	Kind
Correspondance	None		0 Bytes	Cindy-Jean Le Blanc	Optix Folder
Potentially Exempt Records	None		0 Bytes	Cindy-Jean Le Blanc	Optix Folder
Site Plans and Maps	None	Jun 16, 2017 2:13:14 PM	0 Bytes	Cindy-Jean Le Blanc	Optix Folder
Application	None	Jun 22, 2017 10:48:17 AM	0 Bytes	Cindy-Jean Le Blanc	Optix Folder

Application

Open Revisions Delete Copy

Name	Label	Date Modified	Size	Owner	Kind
17-0977 Application	None	Jun 9, 2017 4:44:27 PM	8351.8KB	Cindy-Jean Le Blanc	PDF file
17-0977 Deeds	None	Jun 9, 2017 4:44:31 PM	4989.5KB	Cindy-Jean Le Blanc	PDF file
17-0977 FT Auth	None	Jun 9, 2017 4:44:35 PM	46.5KB	Cindy-Jean Le Blanc	PDF file