

Benzie-Leelanau District Health Department's Environmental Health Digital Records Portal Instructions

Benzie County

To Find the Parcel ID Number:

You can use the following information to access the records you need. You will need the parcel ID to locate the public portal's property information. If you need to find the parcel id number, go to [Benzie County Maps \(liaa.org\)](http://liaa.org) - Click on County Base Map, Click on Search, Click on Database Search, Click on Property Address, type in the street address number only, Click on Submit Search. It will bring up a list, choose your address, and click on Submit Search again. Once on the parcel map page, click on the (left side of the screen), then click on the small dot within the highlighted property. This page will give you information about the property, including the Parcel ID Number (aka property number).

Leelanau County

To Find the Parcel ID Number:

You can use the following information to access the records you need. You will need the parcel ID to locate the public portal's property information. If you need to find the parcel id number, go to [Leelanau County Tax Parcel Viewer-Type](#) in the street address number only, Click on Search, and it will bring up a list, find your address on the list. The Parcel ID Number for the property will be shown in green to the left of the Owner Name. If more information about the property is desired, Click on the Parcel ID Number.

Portal Instructions

Find the Township of the property you are searching for and start looking for your parcel id# by following the set of numbers: **10-xx-xxx** or **45-xxx-xxx**, and then click the next set **10-xx-xxx-xxx** or **45-xxx-xxx-xxx**. Then click on the final set of numbers **10-xx-xxx-xxx-xx** or **45-xxx-xxx-xxx-xx**, then Click on the desired record.

You also can browse/search for the documents you are looking for by typing in the Township, Permit number, or address in the search bar at the top of the screen. If no records are available, there are no records on file for that property, or it was split from another property and the information could be in the original parent parcel file.

We do not have any information regarding municipal/community wastewater systems as they are regulated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Do not hesitate to contact the offices (Benzie at 231-882-2103 or Leelanau at 231-256-0201) with any questions.

[CLICK HERE TO ENTER PORTAL](#)