



Hello and welcome back.

✓ Check a Status Check a Building Permit status

Permit #, Control #

Go

Recently Updated Properties

Location	Block-Lot	Updated
107 Roosevelt	807-15	02/26/2019

Dumont Borough Data

Last Update: 02/26/2019 12:19 PM

Help

# SDL | PORTAL

## Getting Started

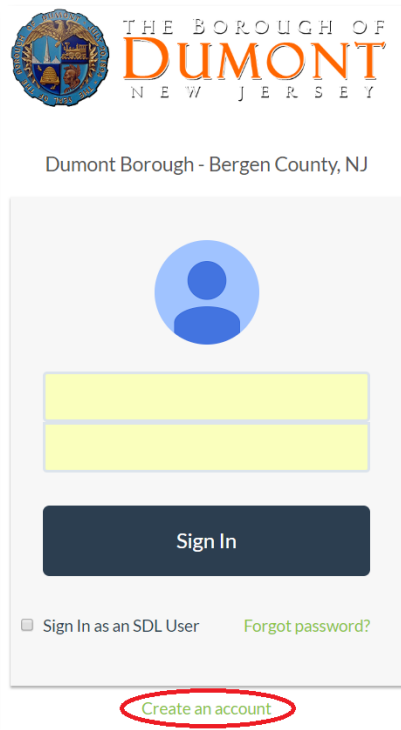
## Getting Started – Creating Your Account

Welcome to Dumont's SDL Portal. The SDL Portal was installed so that residents can track the status of building permits or find public information on borough properties without having to call or visit borough hall. It can be accessed by clicking on either of these links:

<http://www.sdlportal.com/towns/nj/bergen/dumont>

<http://sdl.town/sdlDumont>

When using the Portal for the first time, the first step is to set up your user account. Click the link labeled “Create an account”:



This will display the following dialog:

**Create your Account**

**Email**

**User Name**  
  
Must be between 8 and 50 characters, start with a letter or number, and can contain ' ' or ' ' or ' '.

**Password**  
  
Must be between 8 and 50 characters, start with a letter or number, and can contain ' ' or ' ' or ' '.

**First Name**

**Last Name**


**Search for your town and select from the list provided**

**Dumont Borough** Bergen County, NJ  
and [Privacy policy](#)

After populating the information, you will receive an email at the address you provided. Be sure to check your Spam folder if you have not received it within 5 minutes.

With your account activated, you may now access the SDL Portal and begin using the program. While we recommend that you use Dumont's dedicated Portal link (<http://www.sdlportal.com/towns/nj/bergen/dumont> or <http://sdl.town/sdlDumont>), you can always log in from [www.sdlportal.com](http://www.sdlportal.com).

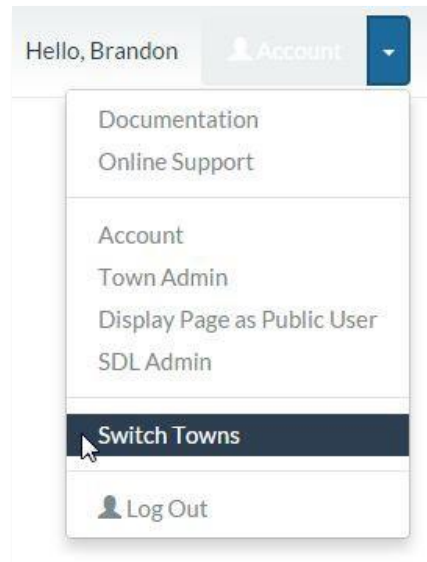
**Sign In to the SDL Portal**



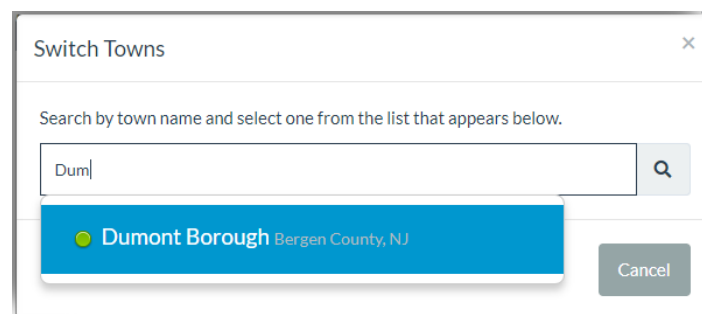
☐ Sign In as an SDL User [Forgot password?](#)

[Create an account](#)

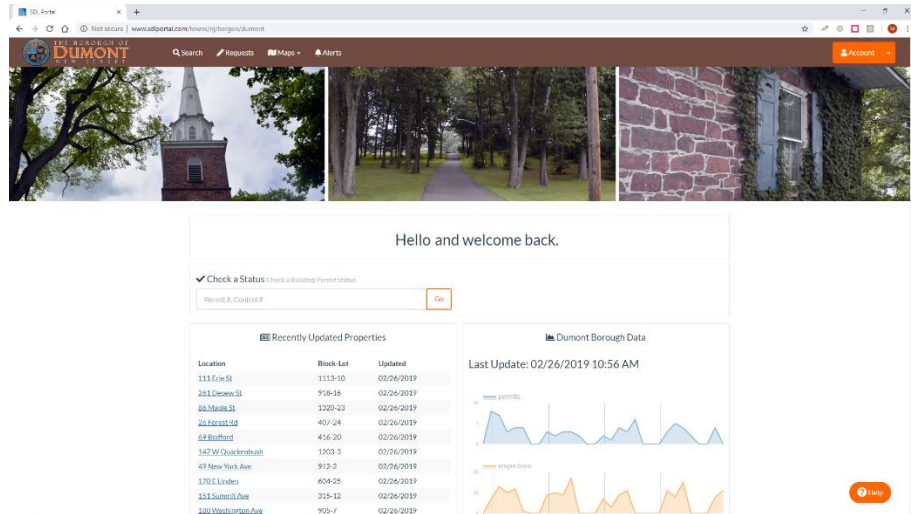
Once you're logged into the Portal for the first time, click on the down arrow (next to the Account button) and select **'Switch Towns'**.



In the new dialog box, find and select **'Dumont Borough'**.



Now, simply enter permit information (for permit status) or property information (for public information and maps)



## Searching Property & Permit Information

To schedule an inspection, either:

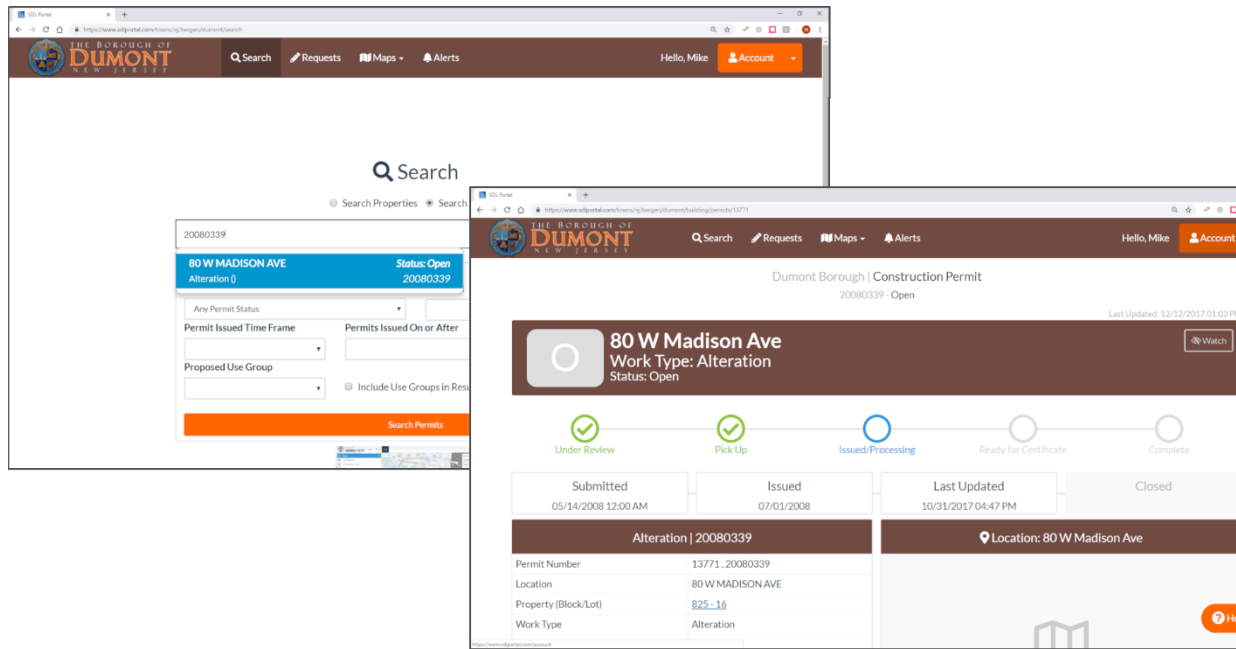
- come to the office (80 West Madison Avenue) with print outs of open permits
- call the main number (201-387-5034)

**PLEASE NOTE: YOU MUST HAVE  
PERMIT NUMBER(S) IN HAND TO  
SCHEDULE AN INSPECTION!**

The SDL Portal gives you several different ways to find a permit so you can review or print it, whether you have a permit number or not. To start, first click “Search” at the top of the portal page.

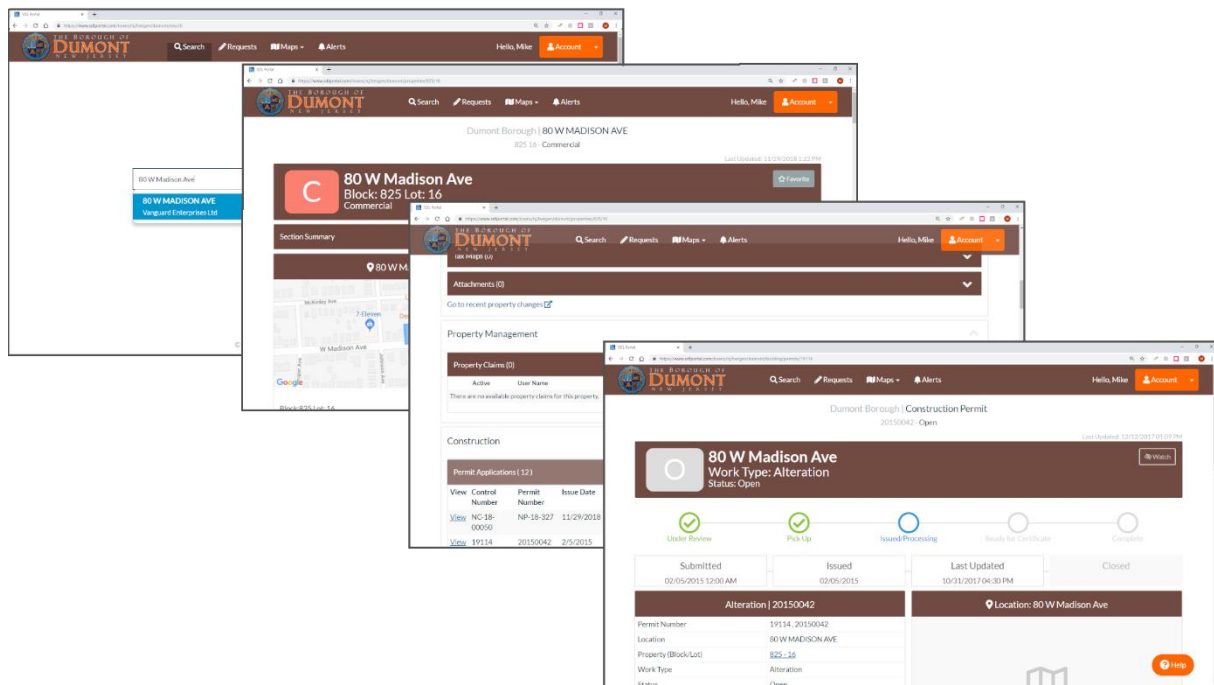
### Finding a Permit by Permit Number

To find a specific permit using the permit number, click on “Search Permits”, enter the permit number and click the magnifying glass. If the permit exists in the system, you can now click on the new drop-down box for more information.




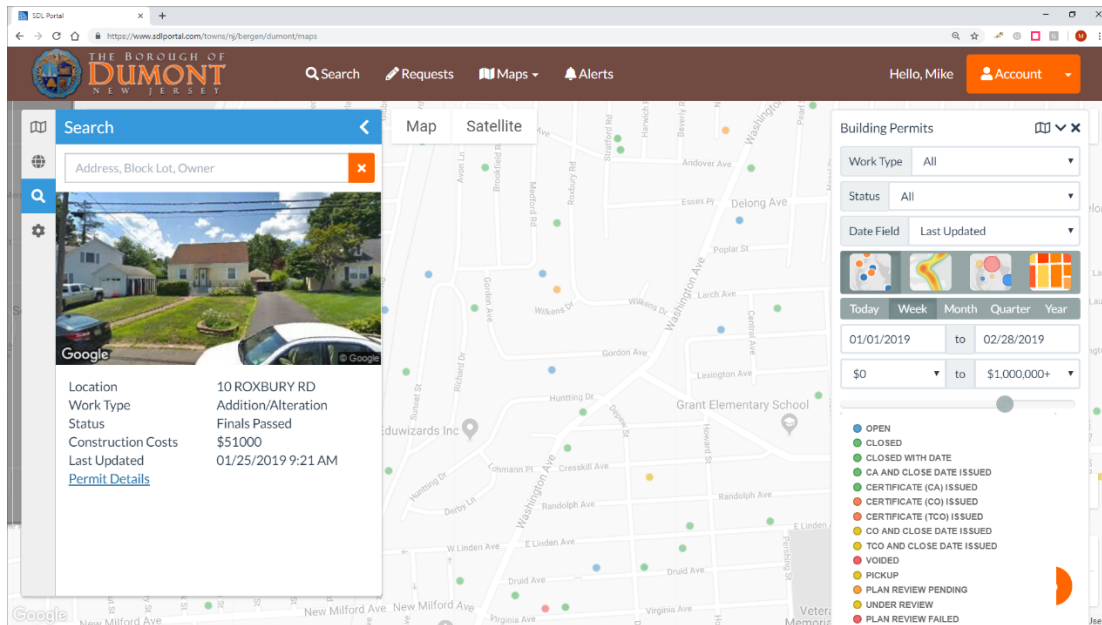
## Finding a Permit by Address

If you don't have a permit number, you can find permits by selecting "Search Properties", then entering an address. From the drop-down box, click on the property, then scroll down to the **Construction** section and click **Permit Applications**. You'll now see a list of permits for the property, including the permit number, status, and more. For more information on a specific permit, click "View" on the left side of the permit record.



## Finding a Permit with the Town Map

You may also be able to search the town map for the permit information. Click “**Maps**” at the top of the page, then select **Town Map**. From the “maps” icon () , select **Building Permits**. Enter a start and end date to narrow down your selection, zoom in on the property you want, and click the color-coded permit icon. Finally, click “**Permit Details**” in the new dialog window.



## Printing Your Permit

Once you’ve found the permit in the portal, scroll down to the **Permit Data** section, click **Attachments**, and then click “**View**” next to the permit you wish to print.

## Notifications

Some people want immediate notifications whenever a permit status changes; some prefer to get emails summarizing the day’s updates and some prefer to get nothing until they log into the portal to see for themselves.

By clicking on the **Account** link at the top right-hand side of the page, then selecting **Notifications** from the list on the left side of the screen, you can set up notification preferences.



User Name

mike

Email

m @

My Primary Town

SDL

Update

Account Status:

Public Account

SDL Admin

Account Verified

My Account

Profile

Verification

Password

Notifications

My Activity

User Roles

Properties

Requests

Payments

Renewals

Permits

Inspections

Watches

Contractors

Login

Notification Preference

Manage your portal notification settings. Please note that not all towns enable all types of notifications to be sent out.

- SMS/Text Notifications are sent to the mobile number used to verify your account. Charges from your mobile carrier may apply. Your mobile number on record is: 7328300954
- The SDL Citizens App needs to be installed on a mobile device in order for App Notifications to be received.
- Email Daily Summary Notifications will send a daily summary email containing the information from any notifications sent that day.

Portal Requests

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

Permit Notifications

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

Update Preferences

Town Alerts

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

Inspection Notifications

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

Property Alerts

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

Complaint Notifications

☐ Email
 ☐ Email Daily Summary
 ☐ SMS/Text
 ☐ App Notification

## Maps

The SDL Portal has built-in mapping capability that can summarize a lot of data as a graphic. Please note that each municipality chooses which data, layers and imagery to share so yours might look a little different.

From the [Maps](#) menu at the top of the page, select [Town Map](#) to see an overview map of Dumont. By zooming in (using the mouse wheel) and selecting a property, you get a quick summary of public property information.


The screenshot displays the SDL Portal's mapping interface. At the top, there's a navigation bar with 'Search', 'Requests', 'Maps', and 'Alerts'. The 'Maps' tab is active. Below the navigation bar, there's a search bar with a placeholder 'Address, Block/Lot, Owner'. To the left of the map, there's a sidebar with a 'Google' logo and a list of location details: 'Location: SE 10000', 'Work Type: Alteration', 'Status: Open', 'Construction Costs: \$47800', and 'Last Updated: 10/19/2018 10:24 AM'. The main map area shows a street grid with numerous colored dots representing building permits. To the right of the map, there's a 'Building Permits' panel with filters for 'Work Type', 'Status', 'Date Field', and 'Date Range'. The 'Date Range' is set from '02/19/2018' to '02/27/2019'. Below the filters, there's a legend for the permit status colors: OPEN (blue), CLOSED (green), CLOSED WITH DATE (yellow), CERTIFICATE (CA) ISSUED (orange), CERTIFICATE (CA) ISSUED (red), CERTIFICATE (CA) ISSUED (purple), CO AND CLOSE DATE ISSUED (pink), CO AND CLOSE DATE ISSUED (brown), VOIDED (grey), PICKUP (light blue), PLAN REVIEW PENDING (light green), UNDER REVIEW (light orange), PLAN REVIEW FAILED (light red), FINAL PASSED (light purple), and STALE (light grey).


A town may also offer other options in terms of map layers, imagery and purpose-

7



specific maps. If the **Maps** menu offers an 'Issues' selection, you may be able to track historical information regarding complaints (e.g. potholes) and their resolutions. The 'Health Applications' selection may give you the status of restaurant licenses and inspections all over town.

When viewing the Town Map, other imagery can be accessed by selecting the Globe icon () on the left side of the screen. Depending on what data Dumont has, you may be able to find historical maps, topographic maps and more.

By selecting the Map icon () in the same area of the screen, you can overlay large amounts of property information for quick viewing. For example, by selecting the Map icon and then choosing "Building Permits", you can see an overview of historical building permits. Just enter the starting and ending dates you want to see, and each permit will be mapped to the relevant location. Click on any property to get more information on the property. A "Permit Details" link will bring you detailed information on the permit.

Again, the data made available on the maps will differ from one municipality to the other.

Thanks for using the SDL Portal! We hope it saves you a lot of time and effort.