

How to do a “Search” in Laserfiche

1. Click on Laserfiche
2. Click on the POWTS Folder
3. In upper left corner click on “Search”
4. In the top drop down box click “Field”
5. In the second drop down box click “Zoning Template”

This will give you 4 different ways to search for a septic system.

Remember systems older than 1995 have not been scanned yet. Please call the Planning and Zoning Department at 715-386-4680 to obtain pre-1995 information.

If you know the system was installed after 1995 and you still can't get the address to bring up the septic system try spelling out the entire street name. Example: 1523 121st Street