

YOUR NEXT MOVE, WITH MORE CONTEXT.

The Address Research Dossier

A one-property brief that separates source records, observations and unanswered questions.



Original AI editorial illustration. Not an actual property or a map.

A practical plan you can keep.

Define your priorities. Record the evidence. Keep the questions that still need a local answer.

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01 / DEFINE THE DECISION

The Address Research Dossier

A one-property brief that separates source records, observations and unanswered questions.

Date / visit window**Home and nearby site**

Record the home address, nearby project address, cross streets and relationship between the two sites.

Parcel and jurisdiction

Note the parcel reference and responsible jurisdiction, with the source and date you checked.

Case tracker

For each relevant record: case number, original URL, exact status and date checked.

What the record describes

Summarize the work and identify whether the information concerns a proposal, registration, permit or inspection.

Fill digitally or print. Keep passwords, identity numbers and account details elsewhere.

02 / INVESTIGATE THE TRADEOFFS

From idea to evidence.

Use dates, exact addresses and observed conditions. A missing answer is a useful follow-up, not a reason to guess.

What I observed

Record a dated observation from public access, separately from anything reported in a document.

Daily-life connection

Identify the window, shared boundary, entrance or route that makes this project relevant to the home.

Questions and responsible contacts

Write three specific questions and the office, project contact or professional who can answer each.

Recheck before a decision

List the documents still missing and the dates when you will reopen the sources.

Keep three things separate

What you saw / What a dated source says / What still needs confirmation

03 / CHECK, CITE & MOVE FORWARD

Bring a better brief.

Complete the checks that apply, keep the sources you used, and turn the open questions into a specific next step.

- ☐ Confirm the home, project address, parcel and jurisdiction.
- ☐ Save the original case number, source URL and date checked.
- ☐ Separate applications, approvals, registrations and visible construction.
- ☐ Describe the project's connection to your boundary or daily routes.
- ☐ Mark missing documents and conflicting dates as unresolved.
- ☐ Recheck important source records before making a property decision.

The question that could change my decision

Include the address, source or situation and the exact confirmation you need.

Sources to revisit

[01 City of Austin: Addressing Verification](#)

[02 City of Austin: Records and Research](#)

[03 TDLR: Architectural Barriers Project Registration Application](#)

[04 City of Austin: Understanding the Development Process](#)

[05 City of Austin: FloodPro maps and storm drain information](#)

Make this a home-search conversation.

[Open the full guide and plan your next step with LocalTeam](#)