



Engineering Division

## SIRE Public Records

# ON LINE RESEARCH

## USER'S GUIDE

**Approved Plans** – (Grading, Street Improvement, Storm Drain, Traffic Signal, Signing and Striping)

**CITY processed**, recorded maps and documents.

### PLAN SET RESEARCH GUIDELINES

There are **TWO (2) STEPS** to online research of Approved Plan Sets:

**Step 1) Locate the City assigned Plan Set #**

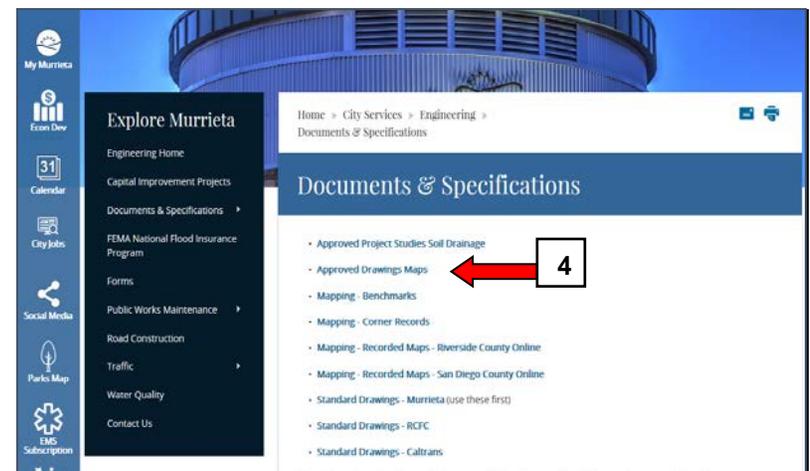
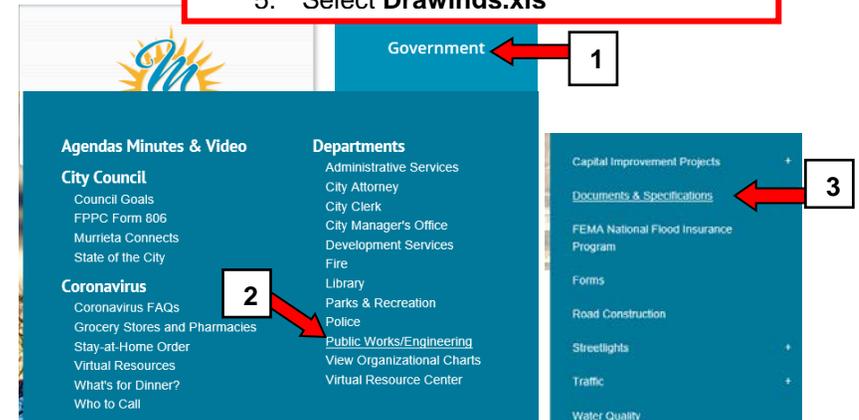
**Step 2) Locate Plan Set by assigned # in SIRE**

**NOTE:** The documents available for on line search are limited to those scanned by the City Clerk's Office. Not all recorded documents, permits, resolutions, agreements, etc. are scanned. This is an ongoing process.

## STEP 1: LOCATING CITY ASSIGNED PLAN SET #

[www.MurrietaCA.gov](http://www.MurrietaCA.gov)

1. Go to **"Government"** dropdown list
2. Select **Public Works/Engineering**
3. Select **Documents & Specifications**
4. Select **Approved Drawings Maps**
5. Select **Drawinas.xls**



CLICK on the Parent Directory for "Drawings.xls"

[www3.murrieta.org - /apprvdmylars/](http://www3.murrieta.org/~apprvdmylars/)

[\[To Parent Directory\]](#)

Monday, November 13, 2006	1:09 PM	2264576	<a href="#">Drawings.xls</a>	5
Friday, September 09, 2005	9:35 AM	87552	<a href="#">Final ALTA SURVEYS.xls</a>	
Tuesday, November 04, 2003	4:37 PM	120832	<a href="#">Final ASSESSMENT DIST.xls</a>	
Monday, October 23, 2006	2:04 PM	69632	<a href="#">Final PMS.xls</a>	
Wednesday, July 05, 2006	6:35 AM	92672	<a href="#">Final ROS.xls</a>	
Thursday, October 26, 2006	9:21 AM	83968	<a href="#">Final TRs.xls</a>	
Monday, September 18, 2006	7:19 AM	<dir>	<a href="#">Misc Scanned Maps - pre-incorporation</a>	

The "Drawings.xls" list will open. It is an excel worksheet.

You can search the sheet by  
 Tract/Parcel Map No      Plan Type  
 Major Streets              Owner/Developer

The **yellow column** provides the drawing no. for the plan set (i.e. 04-1125). This number is required for viewing the plan set in SIRE – **WRITE IT DOWN – THIS IS NOT A LIVE LINK**

You are now ready for **STEP 2**

LOG #	NO.	DATE	COMMENT	PROJECT	OWNER/DEVELOPER
1	AD 98-101	11/13/06	04-1125	Water treatment, TR 20022	Grandy Ridge
2	AD 98-101	11/13/06	04-1125	Grandy Ridge Dr. extension	Grandy Ridge Dr. extension
3	AD 98-101	11/13/06	04-1125	Grandy Ridge, extension Ave.	Grandy Ridge, extension Ave.
4	AD 98-101	11/13/06	04-1125	Stanning Ct.	Stanning Ct.
5	AD 98-101	11/13/06	04-1125	Washington Street	Washington Street

## STEP 2: LOCATING PLAN SET by ASSIGNED # in SIRE (online Records Search)

Go to [MurrietaCA.gov](http://MurrietaCA.gov)

1. Go to "Government" dropdown list
2. Select "City Clerk"
3. Select "Online Records Search" or

Shortcut link (directly to SIRE):

<http://www3.murrieta.org/sirepub/docsresults.aspx>

New web page opens

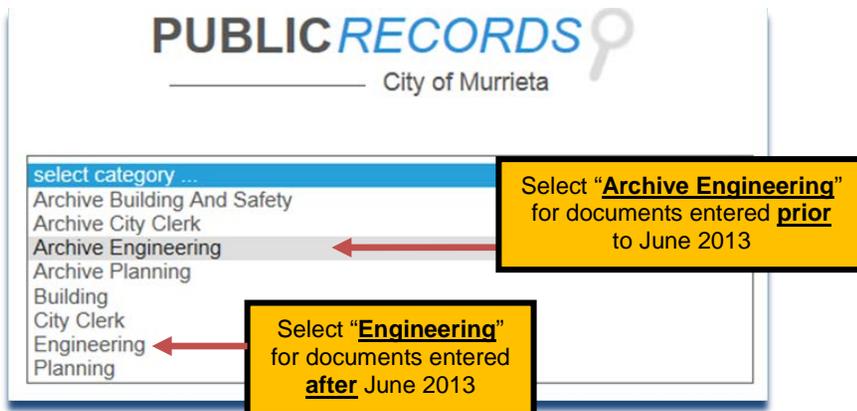
1. Home Screen for **Search Public Records**



2. Select the **“Search Categories”** Option



3. Select the category from drop down menu



4. Enter **“Drawing Number”** and Select **“Search Categories”**



5. Results – Select the document link, which opens as a pdf file.

