

TOWN OF SOUTHOLD · NEW YORK

Laserfiche Property Search Guide

How to Find Public Property Records Online

July 2026



Search parcels · tax maps · town records

Prepared by the North Fork Civics Coalition



New Suffolk
Civic Association

Cutchogue
Civic Association
Keep It Cutchogue

SP
CIVIC
SOUTHOLD PECONIC
CIVIC ASSOCIATION

Greenport Civic
Association

EMCA
EAST MARION COMMUNITY ASSOCIATION

FishersIsland.net

ORIENT ASSOCIATION

Town of Southold Laserfiche:

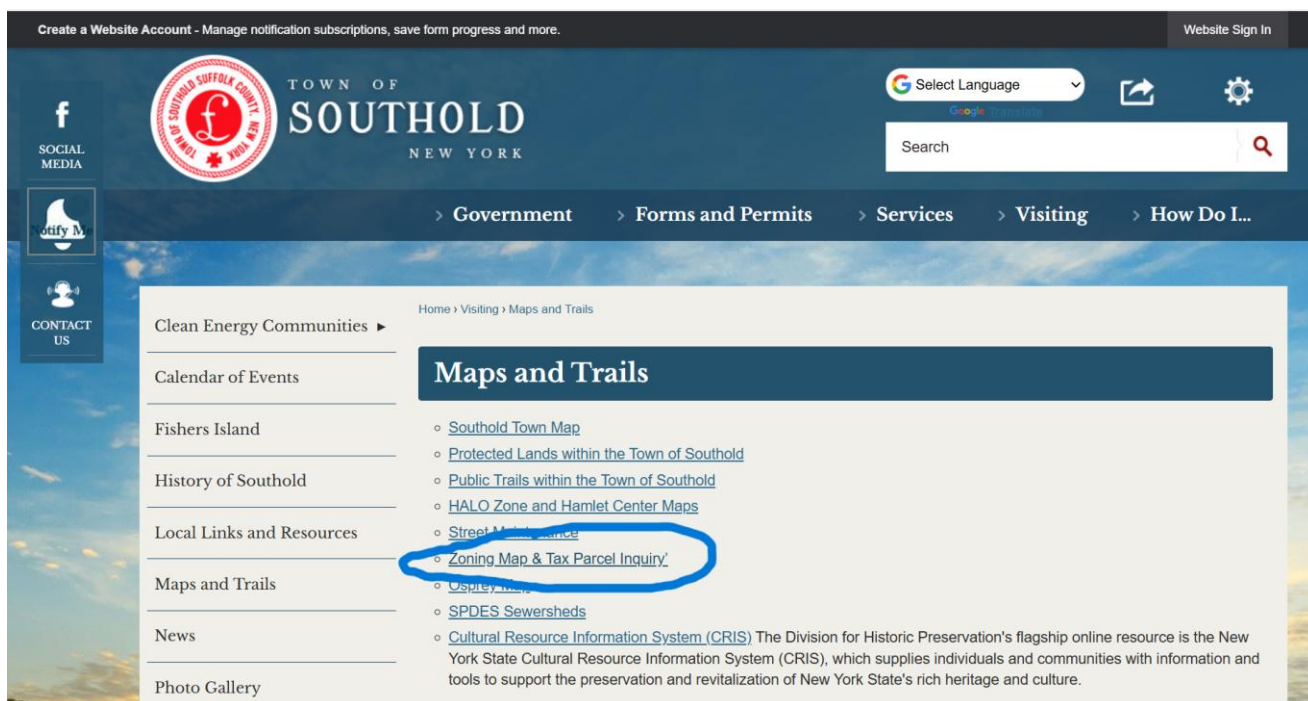
Property Search Guide

Southold Town put into place an electronic record keeping system several years ago the purpose of which was to not just store, but also to make available to the community all public records related to properties within the Town. Over the last year the system has gone through a major overhaul in an effort to improve the record protection system. The North Fork Civics Coalition, working in conjunction with the Town of Southold, has developed this Property Search Guide to assist the public with understanding the benefits of the record system, and how to access information stored there.

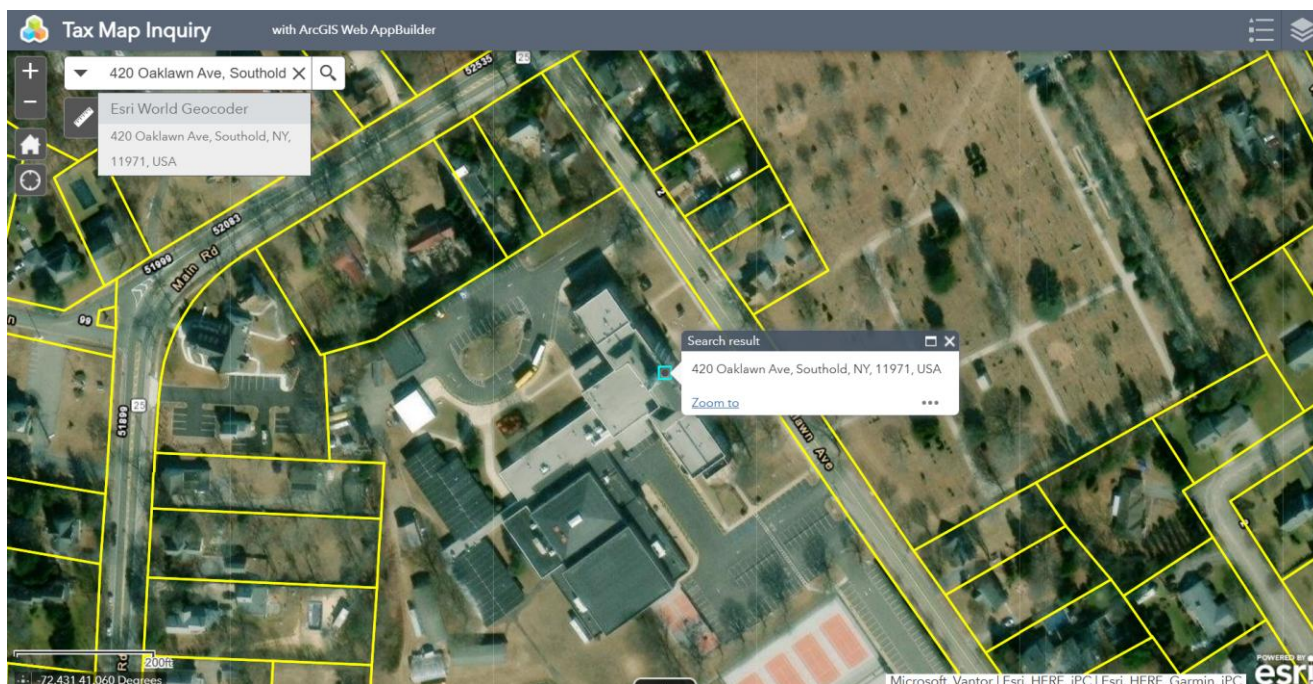
One can gain access to the Laserfiche system by going on the Southold Town Website home page: <http://www.southoldtownny.gov/>



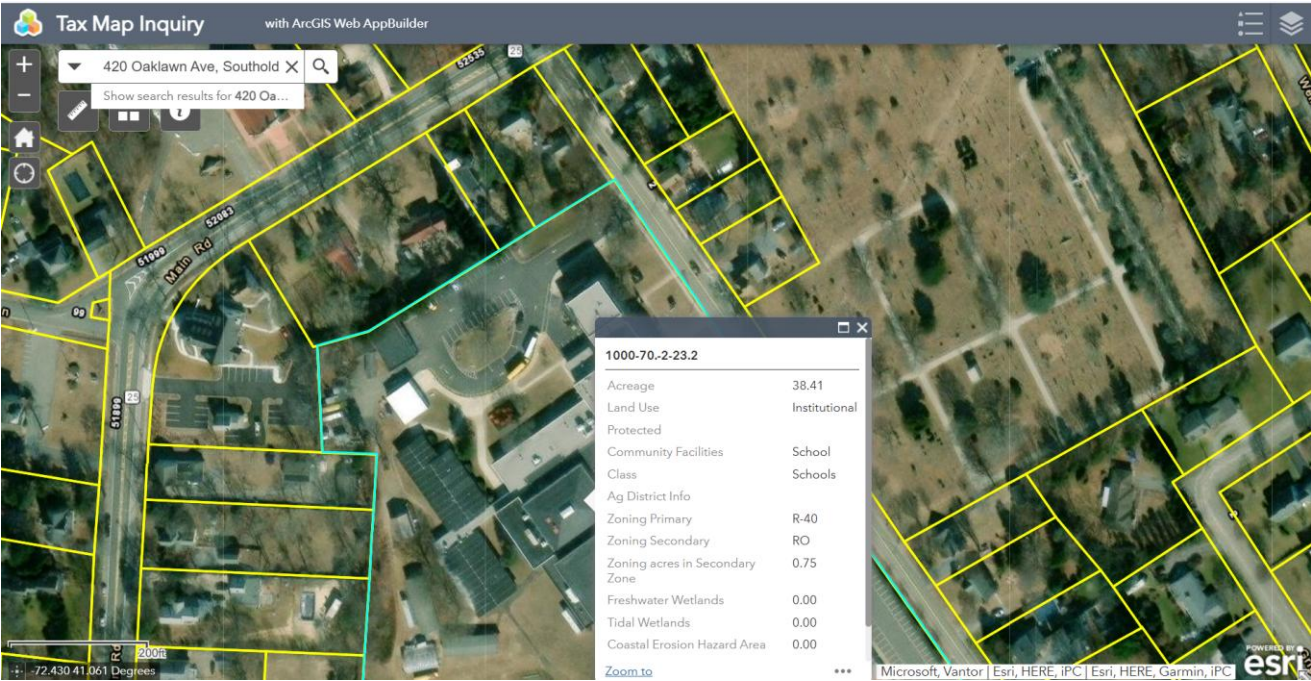
Scroll to the bottom of the homepage to locate the links to “Maps and Trails” and “Town Records”. To access public records specific to a property, one needs to know the Town tax map number for the property. To find the tax map number, click on “Maps and Trails”. Next, click on the “Zoning Map & Tax Parcel inquiry” link:



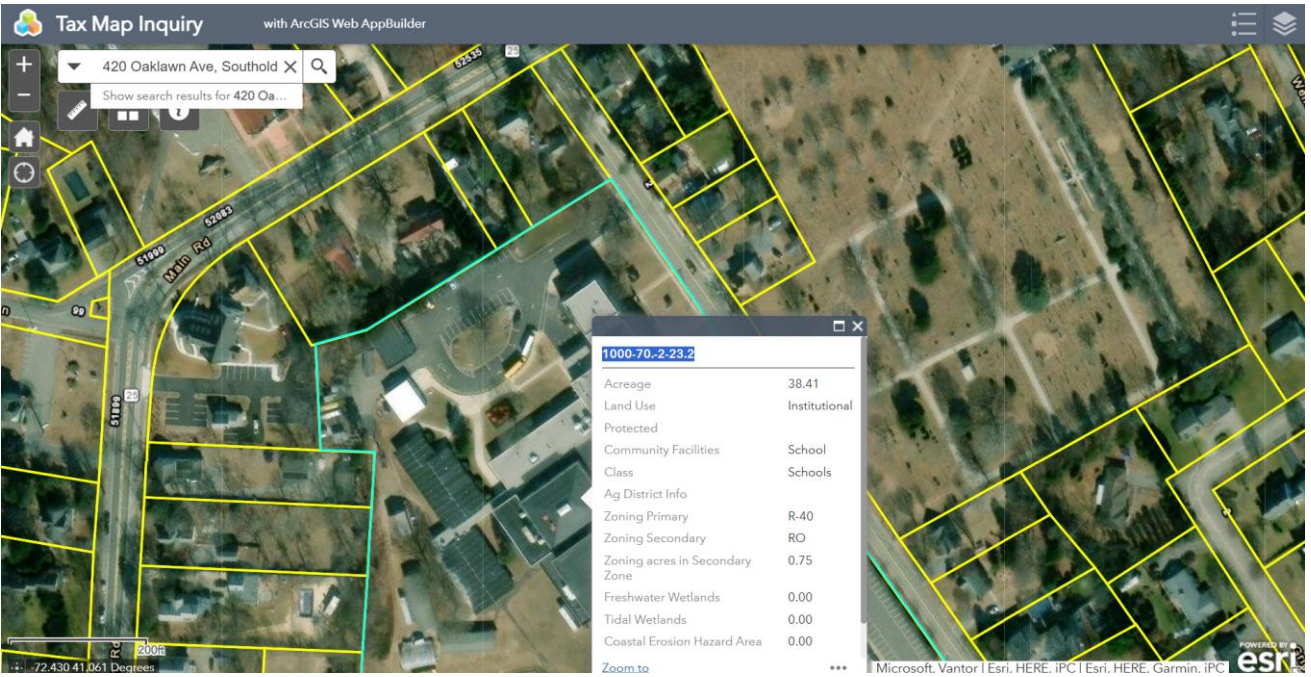
The entire Town tax map will be displayed, from which one can navigate to the specific property for which you wish to obtain information by typing in the street address and hamlet (in the example below, 420 Oaklawn Avenue, Southold, the Southold Elementary and High School):



Next, click on the parcel to display the tax map number and other details about the parcel (and the parcel will now be outlined in blue-green):



Note that all tax map numbers begin with 1000 (for parcels located in the Town of Southold) or 1001 (for parcels located in the Village of Greenport) followed by three numbers. Highlight and copy the tax map number, or write it down (making sure to include the dot-dash and dots exactly as written), as you will need this to proceed with the public record search.



To gain access to public records related to a specific property, return to the main Town web page, scroll down to find the “Town Records” button and click on it to enter the public records site. You will see a drop down menu related to each operational department within the Town.

Southold, NY - Official Website

TownOfSouthold

Ask Gemini

24.38.28.232/WebLink/Browse.aspx?dbid=0&repo=TownOfSouthold&cr=1

Search in WebLink

Advanced

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TownOfSouthold27 Entries

☐	Name	Page count	Template name
☐	*** Weblink Search Help Guides		
☐	Zoning Update 2025		
☐	Town Board Meetings, Agendas, Vi...		
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☐	Accounting		
☐	Assessors		
☐	Building		
☐	Committees		
☐	Community Development and Hou...		
☐	Emergency Management (public fo...		
☐	Engineering Dept		
☐	Fishers Island		
☐	Highway Department		

TownOfSouthold

Details

Preview

Entry Properties

Modified7/6/20269:46:43 AM

Created5/5/201411:52:41 AM

Path\

Template

No template assigned

Fields

Tax Map**

Number

Enter in the search box at the top of the page the Town tax map number. Again, there is no need to enter the initial number “1000”. Then click on the department for which you wish to obtain records and the records on file will be displayed. In the example below, tax map # 60.-1-9.5 was used (53095 Main Road, Southold, which is Southold Town Hall) and the Building Department was selected.

Maps and Trails | Southold, NY

Tax Map Inquiry

TownOfSouthold

Ask Gemini

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Star

Extensions

Laserfiche

61.-1-9.5

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☐	Name	Page count	Template name
☐	*** Weblink Search Help Guides		
☐	Zoning Update 2025		
☐	Town Board Meetings, Agendas, Vi...		
☐	Town Meeting Video Recordings		
☐	Accounting		
☐	Assessors		
☒	Building		
☐	Committees		
☐	Community Development and Hou...		
☐	Emergency Management (public fo...		
☐	Engineering Dept		
☐	Fishers Island		
☐	Highway Department		

Building

Details Preview

Entry Properties

Modified 4/10/2026 11:04:35 AM

Created 7/9/2001 1:55:54 PM

Path \Building

Template

No template assigned

Browser tabs: Maps and Trails | Southold, NY | Tax Map Inquiry | Search | Ask Gemini

Address bar: 24.38.28.232/WebLink/Search.aspx?dbid=0&repo=TownOfSouthold&cr=1&searchcommand=%7B%20%3D%20%6...

Page Title: Laserfiche

Search in WebLink

Sort results by: Name

Results 1 - 3 of 3

Customize Search

Records Management

General Search

Search terms

Submit

Reset

Document 1: [Town Hall Handicap Entrance Repair](#)

Name: Town Hall Handicap Entrance Repair Page count: 1 Template name: LWRP Reviews

Fields

Last Name: Town Hall Handicap Entrance Repair Tax Map Number: 1000-61.-1-9.4, 1000-61.-1-9.5

[Show more information...](#)

Document 2: [L 5850 P 458](#)

Name: L 5850 P 458 Page count: 2 Template name: Deeds

Fields

Deeds-Buyer: Burns Deeds-Seller: Griswold Deeds-Year: 1965 Liber: 5850 Page: 458 School_District: 5

Tax Map Number: 1000-61.-1-8.1, 1000-61.-1-9.4, ROW to Main Road, 1000-61.-1-9.5

[Show more information...](#)

Document 3: [1000-61.-1-3.1 & 9.4](#)

Name: 1000-61.-1-3.1 & 9.4 Page count: 92 Template name: Planning/Subdivisions

Fields

Page 1 of 1

For additional search help guides, click on the link below:

Southold, NY - Official Website

TownOfSouthold

Ask Gemini

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☐	Engineering Dept		
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☐	Highway Department		

TownOfSouthold

Details

Preview

Entry Properties

Modified

7/6/2026 9:46:43 AM

Created

5/5/2014 11:52:41 AM

Path

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Template

No template assigned

Fields

Tax Map Number

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Any questions related to Southold Town records should be referred to the Office of Records Management in the Town Clerk's Office (email [Stacey Norklun](mailto:Stacey.Norklun@town.southold.ny.us), Records Management Assistant at Stacey.Norklun@town.southold.ny.us).