

HOW TO LOOK UP PARCEL INFORMATION

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HOW TO LOOK UP PARCEL INFORMATION

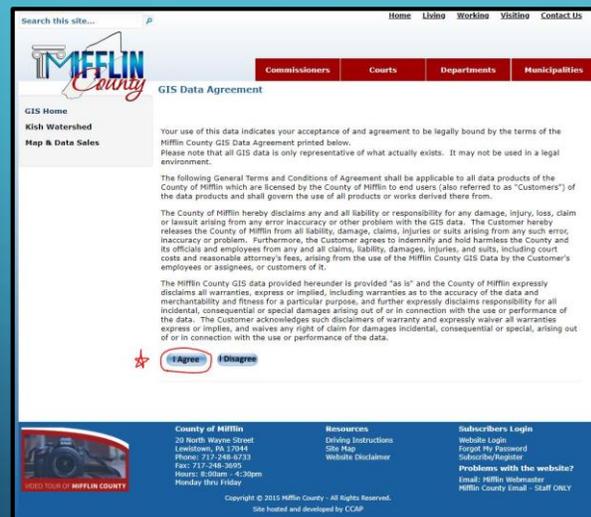
STEP 1: NAVIGATING TO THE WEB MAPPING PARCEL VIEWER *(If you're on it already, skip to step 2!)*

Navigate to the Mifflin County GIS website. Once on the Mifflin County GIS website, select **Web Mapping (A)** under [Helpful Links](#). Once Web Mapping is selected it will direct you to our GIS Data Agreement, Select **I Agree (B)**. By selecting I Agree you should be directed to the Mifflin County Parcel Viewer **(C)**. If the viewer does not open, try installing an adobe flash player, or opening up the site in a different web browser.

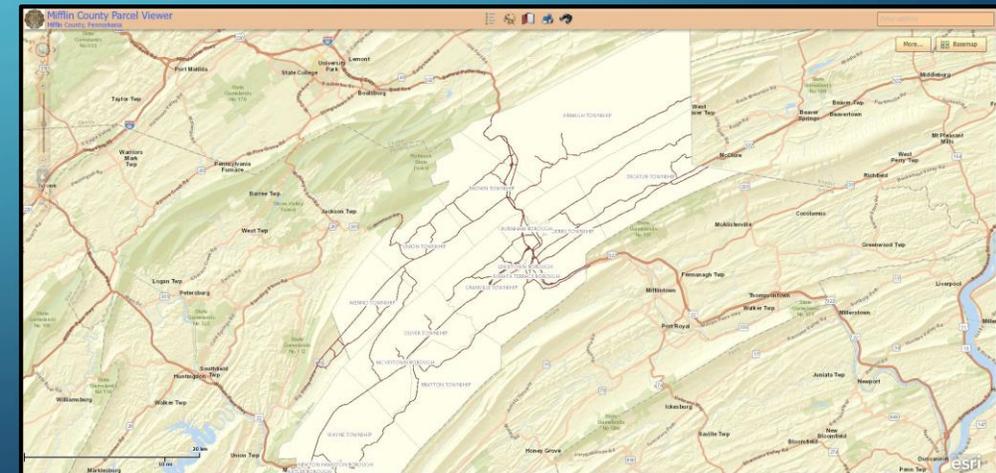
(A)



(B)



(C)

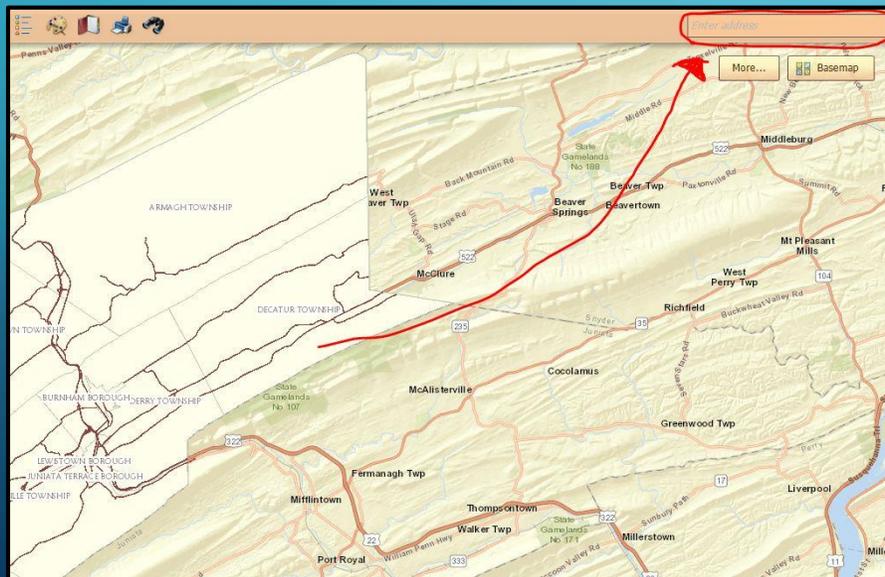


STEP 2: NAVIGATING TO A LOCATION (If you're at the desired location, skip to step 3!)

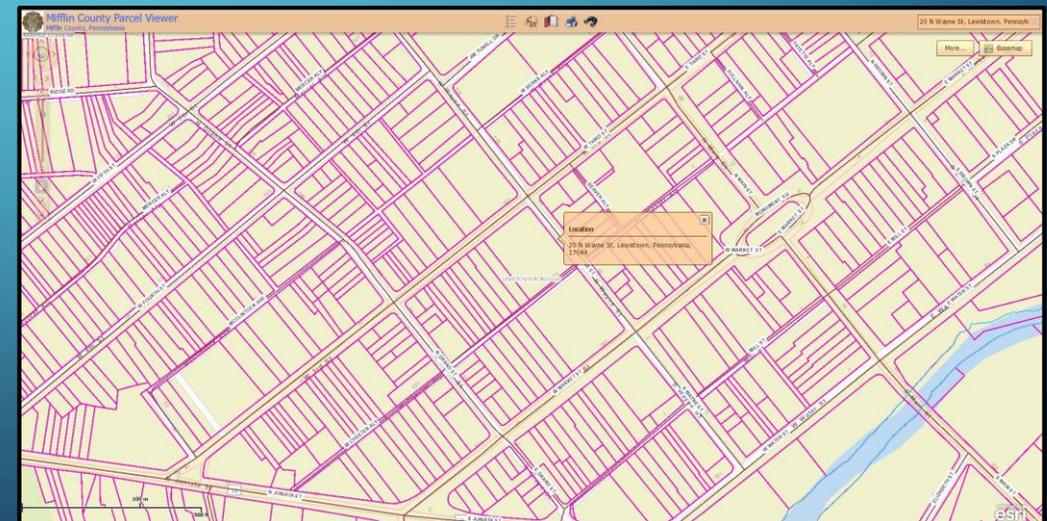
OPTION 1: Navigate to a location **BY USING AN ADDRESS.**

Addresses can be placed into our address search engine. Navigate to the upper right hand corner of the map and enter the address in the box that says *Enter address* (A). The address search engine is very specific and will navigate you to anywhere in the world. It is important that the exact address is entered. Typically, it is easiest to start to enter the address and then select the suggested address, similar to Google's search engine. Once the address is selected the map should zoom to the desired location (B).

(A)



(B)

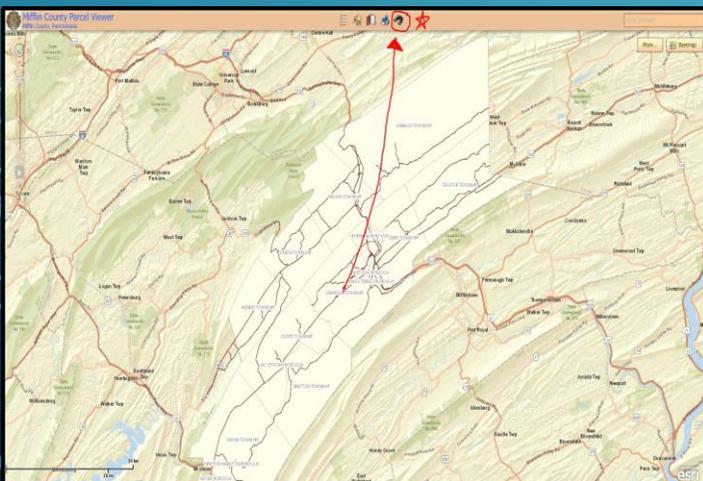


STEP 2 CONTINUED: NAVIGATING TO A LOCATION (If you're at the desired location, skip to step 3!)

OPTION 2: Navigate to a location by **PARCEL NUMBER OR LAST NAME.**

- Parcel Numbers and Last Names can also be used to navigate to a location. To do so select the **Search** function (A) (**Binoculars** in the Brown Banner at the top of the page).
- A brown box should appear. To search by parcel number, toggle over to the binoculars with letters under them, labeled **Select By Attributes** (B)
- Now you can either search by desired **parcel number** or **last name** of a property owner by selecting the option from the drop down menu. The function is very sensitive and requires **exact** information (**ALL LETTERS MUST BE IN CAPS**). If the search does not match what is in the database no results will be returned.
- Once you have entered a parcel number or last name, click **Search**. If valid information is entered, the program should zoom you to your desired parcel and **highlight** the parcel in red (C). If it doesn't zoom to the parcel, click on the information that has been returned. If you would like to make another search, toggle back to **select by attribute** and enter the new information.

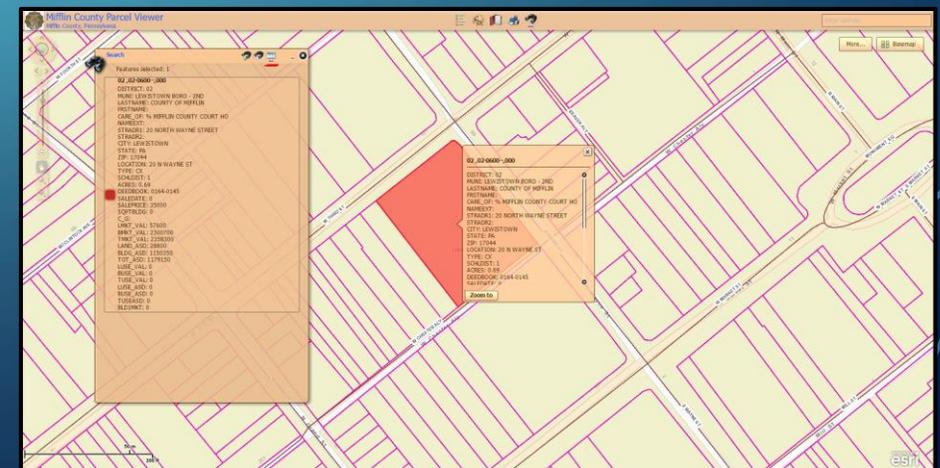
(A)



(B)



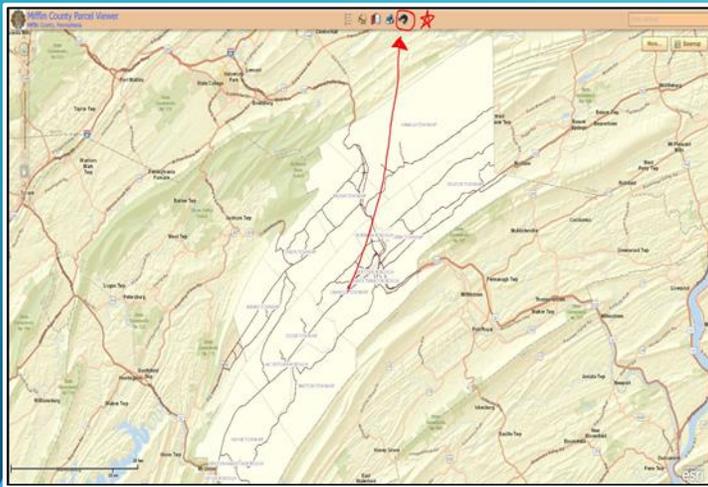
(C)



STEP 3: OBTAINING PARCEL INFORMATION

- Once you have found your point of interest, navigate to the **Search** function (A) (**Binoculars** in the Brown Banner at the top of the page).
- A brown box should appear. To select a single feature click on the little **BLUE DOT**  on the left side of the box (B). Once you have selected the blue dot, **click** the parcel of interest and the information should appear in the brown box as well as highlighting the parcel in red (C).

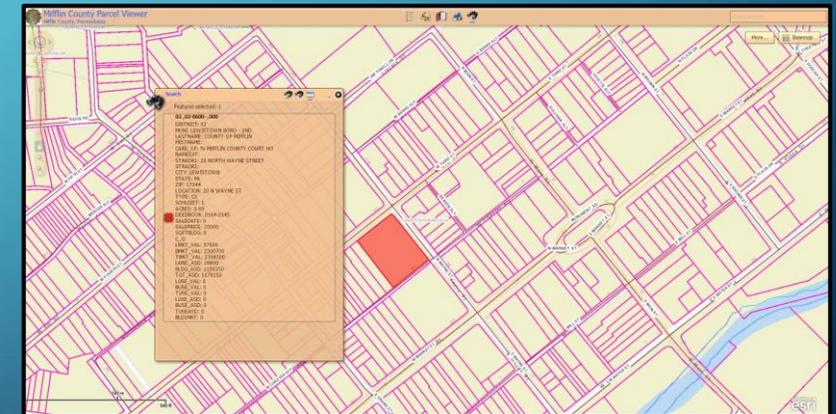
(A)



(B)

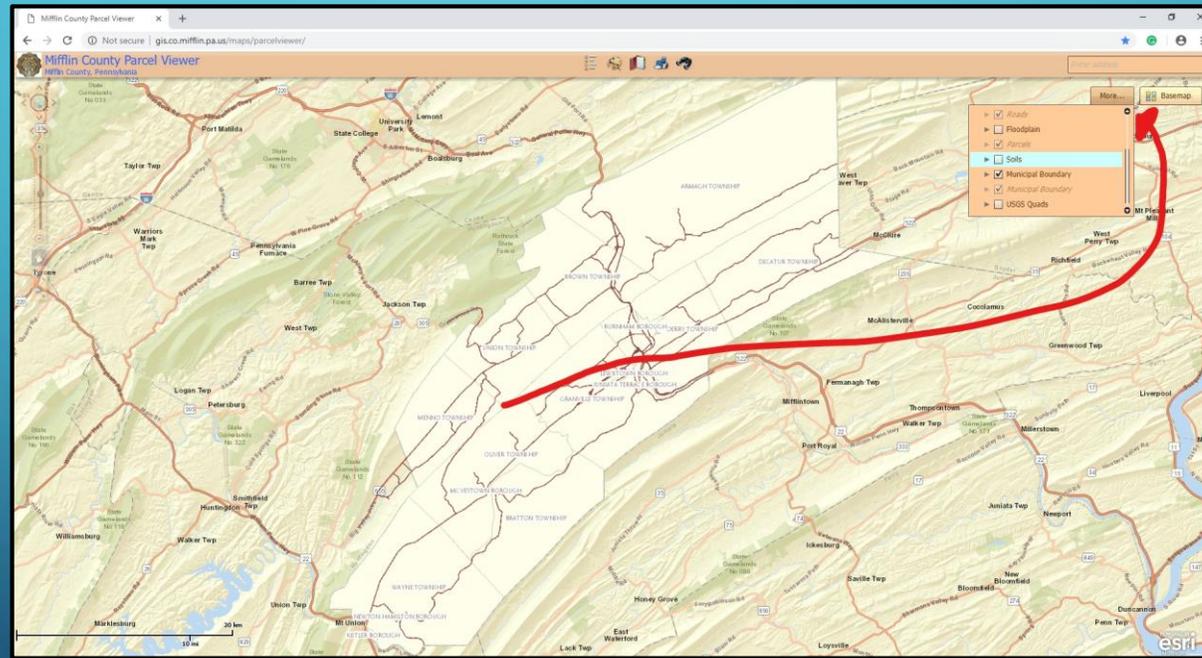


(C)



HOW TO TURN ON DATA LAYERS

- What **Layers** Do You Have Access To On Our Parcel Viewer?
 - MAJOR ROADS, **Parcels**, **Rivers**, **Streams**, Railroads, **Roads**, **Flood Plains**, **Soils**, **Municipal Boundaries**, **USGS Quads**
- *How do you Access them??*



** LAYERS CAN BE TURNED ON AND OFF BY **CHECKING/UNCHECKING** THE BOXES.**

HOW TO TURN ON BASEMAPS

- **BASEMAPS**.....What are they? Where can you find them?
 - Basemaps serve as a reference map that you can overlay data on and visualize geographic information.
 - They can be found.....

