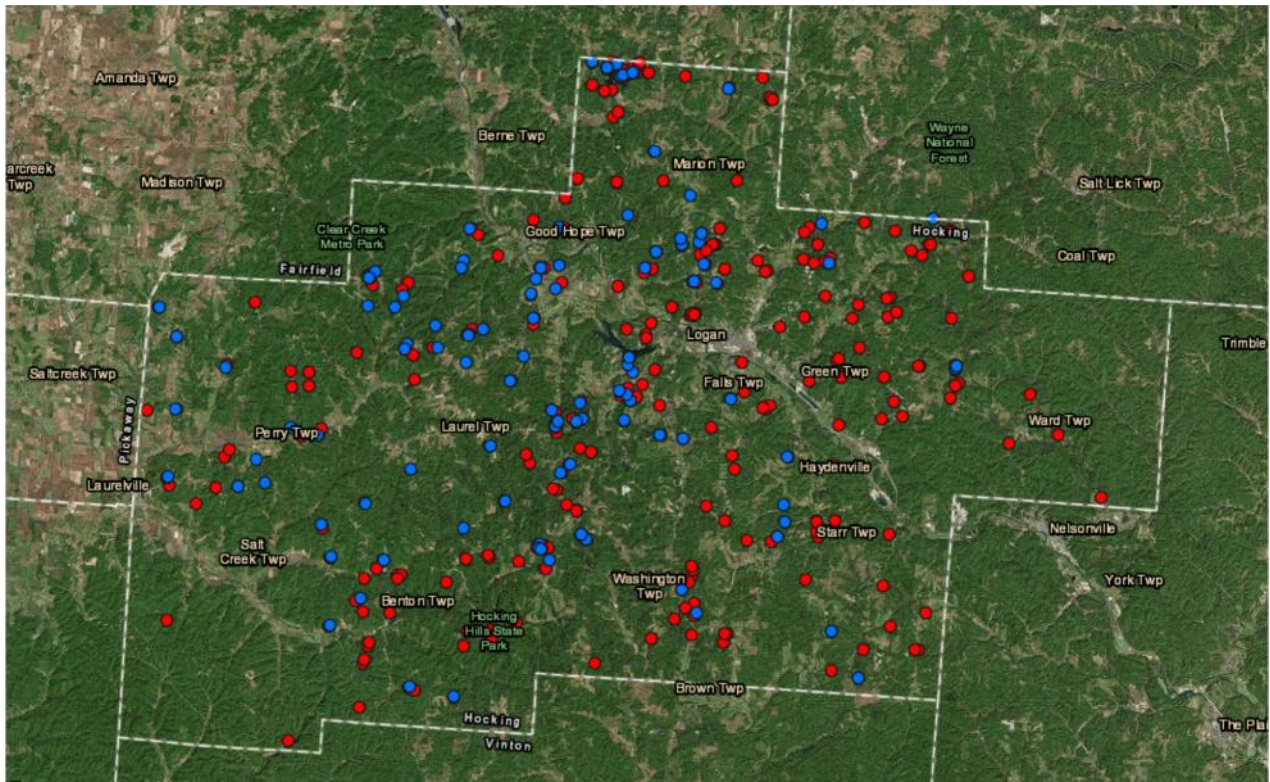


## Map Based Permit Search Instructional Guide

1. Navigate to the link on our website or by clicking below:
2. This will direct you to a web-based map that will show a satellite image outlining Hocking County with red and blue dots (see image below). The red dots represent information on sewage treatment systems (STS), while the blue dots represent information on private water systems (PWS).



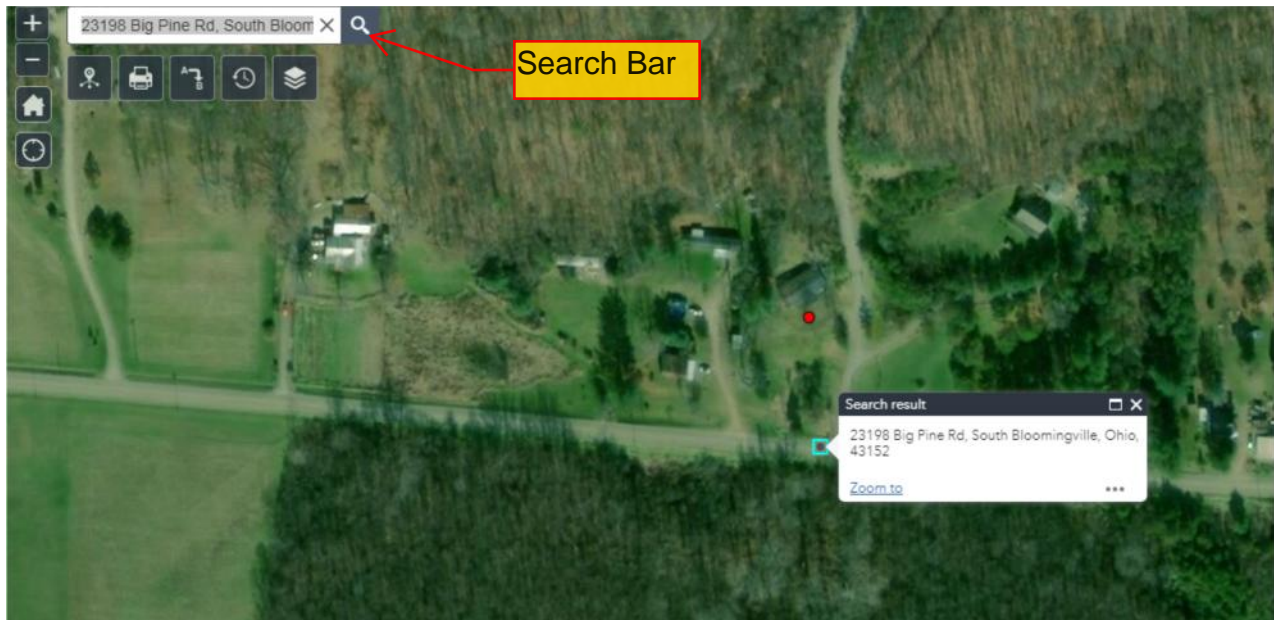
3. Searching for the permits can be done many different ways. To search by address simply type the address into the search bar.



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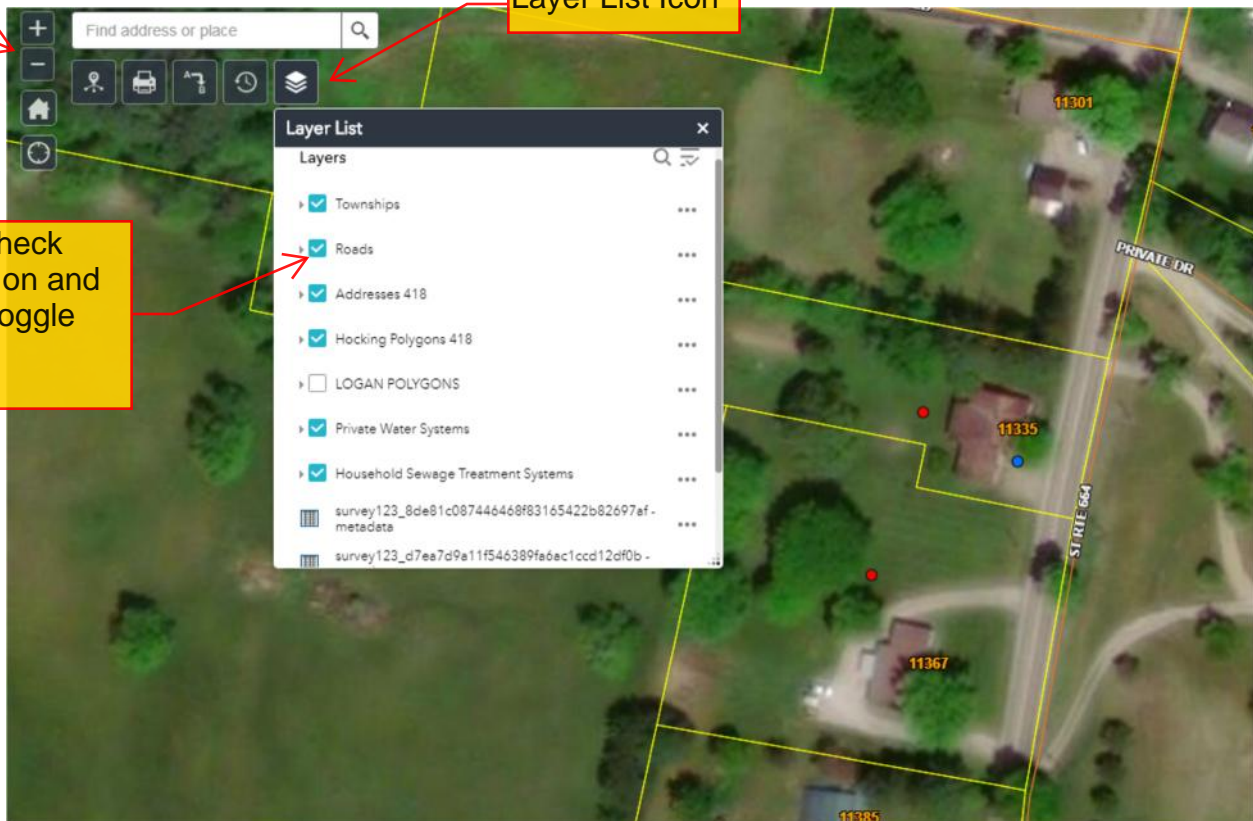


4. You can also search geographically by zooming in and out to the location you are searching for. In order to get the full functionality out of this map based tool, you may want to turn on and off layers to aid in your search. To do this click on the stacked layer icon in the top left hand corner.

Zoom Slider

Layer List Icon

click check boxes on and off to toggle layers





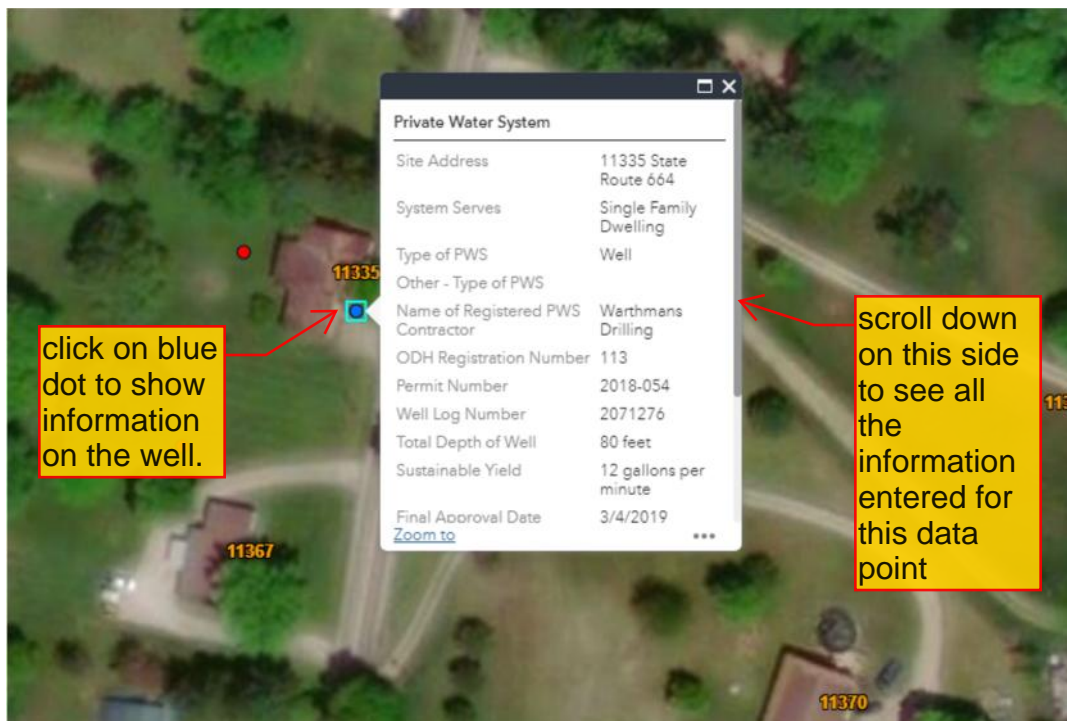


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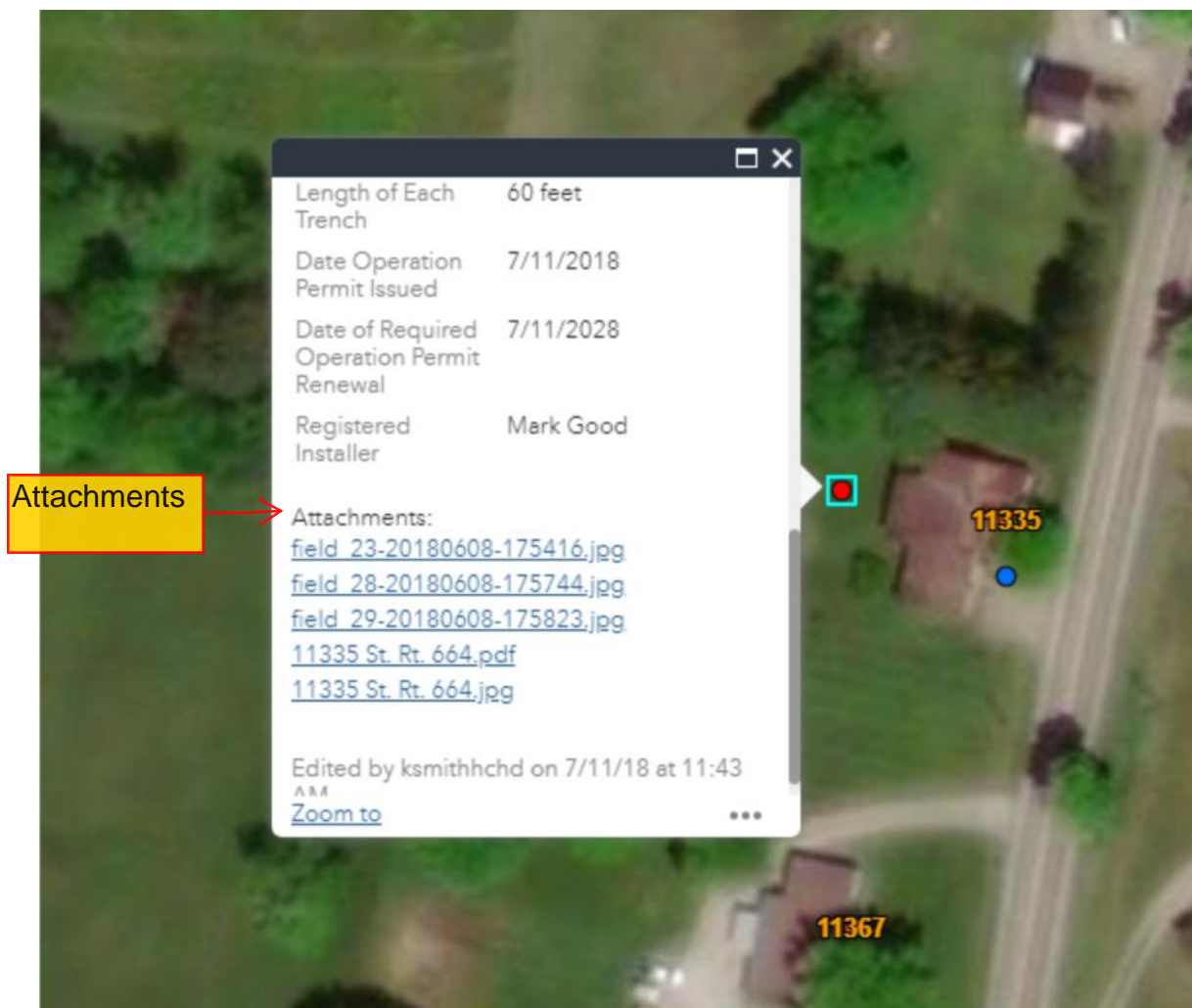
- By turning on the different layers you will be able to view townships, roads, addresses, and parcel lines. ***Please note that this data is obtained from the Hocking County Mapping & Drafting Office and is continuously being updated as new addresses and parcels are assigned. There is a delay in sharing that data with us so do not be alarmed if your address or parcel does not show and/or is incorrect. Also, the satellite imagery data displayed on the map is from ESRI and is currently displaying 2014 Aerials.***
- The layers can be turned on and off by simply checking or unchecking the box (shown in the picture above).
- Once you have found the location you are searching for and there is a red dot or a blue dot mapped for that location, that means the information we have on file for those systems has been submitted in this database. ***The data within this map is continuously updating and does not currently incorporate every system in the county.***
- To view the data simply click on the blue dot for private water systems or the red dot for information on the sewage treatment system.



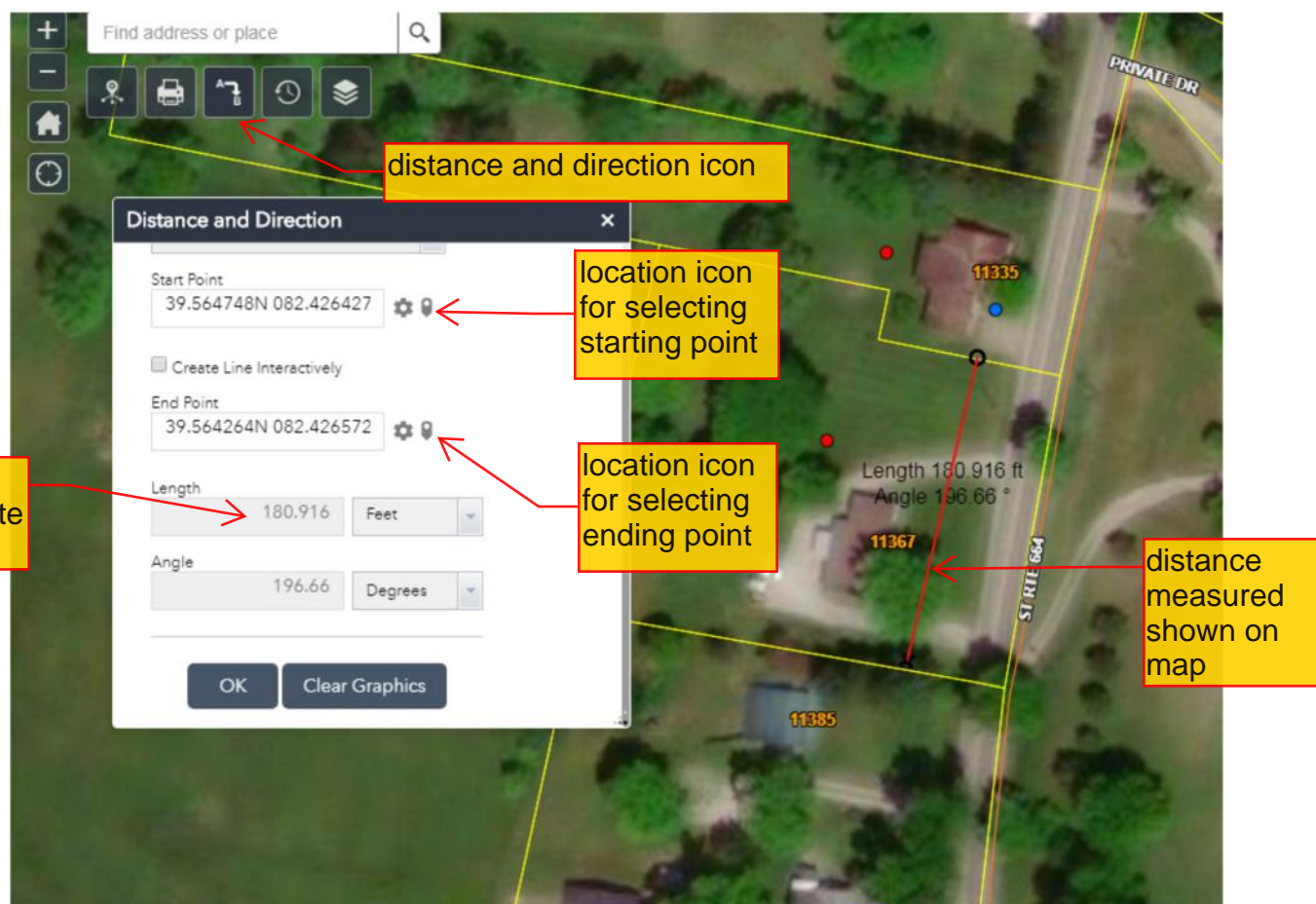
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9. In most cases we will have attachments toward the bottom of each information box. These attachments can be clicked on, downloaded, and printed. The attachments will include photographs of the systems and/or the permit documents we have in our files. In addition, the location of the dots is an approximate location of the system on the property.



10. You can also find out distance and direction utilizing the distance and direction tool. To do this, click on the distance and direction icon (shown below), choose a starting point on the map by clicking the location icon in the box. Once the location icon is selected, choose a starting point on the map. Repeat for the ending point. Then choose your measuring units i.e. (miles, feet, or yards) and select OK. The distance will be calculated and shown on the map. ***This tool should be used for approximation distances only.***







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11. The Summary icon can be used to see how many systems we have mapped to date. This can be accomplished by going to the default map view by clicking on the home icon then clicking on the data summary icon.

Home Icon

Data summary icon

