

How to obtain flood hazard and property information using GeoMoose:

Start with this link: <http://maps.co.benton.or.us/benton/geomoose.html>

Is your project in a floodplain?

1. At the top of the map screen, click on the "Search Taxlots" button.
2. At the upper right of the screen:
 - i. Make sure the "Search By" option is set to look for the type of information you will be using to look up the property.
 - ii. Type the property information (address or tax payer or map and tax lot number) into third box. (It should be located just above the "Cancel" button.) Note: Sometimes the search function works better if you enter less information (so just the address number instead of the address number, street, and street direction) rather than more information.
 - iii. Click on "Go" button at right.
Notes: (1) If your property is the only one that matches your search criteria, GeoMoose will automatically zoom in to that property. (2) If more than one property matches the search criteria, click on the magnifying glass (next to the white rectangular eraser and the red flag) above the address that you are interested in and the map will zoom in to that property.
3. At the upper right of the screen (just above "Back to Settings"), click on the "Catalog" tab.
4. From the list of folders, click on the "Flood" folder.
5. Now click on the box next to "FEMA floodplain". Note: If a blue hatching appears over (or close to) your project site, you will need to fill out and submit a Floodplain Development Permit application for your project.

For every Floodplain Development Permit application, make sure that:

- A. You have filled out all of the appropriate information. This means that you have filled out the entire left hand column (including the property location, applicant and owner information, description of work, what type of development you are applying for, the cost of your project*, and your signature) and the upper portion of the right hand column (existing structure information, other state and federal permits**, and FIRM panel information).
**Note 1:* If you are repairing a structure, the cost of your project will go on line "a)". If you are working on a structure but the work is *not* a repair, the cost of your project will go on line "b)".
***Note 2:* This section should only be checked "Yes" (and then filled out with corresponding permit numbers) if you are applying for permits from other State or Federal agencies (such as the Department of State Lands or the Army Corps of Engineers). If you are only applying to Benton County for permits, then this section should be checked "No".
- B. You have included an image of the property clearly identifying where your work will occur. (Note: Usually the easiest way to do this is to print out the map image that you see in GeoMoose and mark your project location on the printout.)

How do you find the FIRM Panel Information?

1. As long as you are working in Benton County and outside of city limits, the Community Name will be *Benton County* and the Community No. will be *410008*.
2. At the top of the map screen, there are two "identify" buttons (little blue circles with a white letter "i" in the middle). Hover the mouse over the buttons (one at a time) and click on the one that says "Identify All".
3. Use the cursor to drag a box over your project area. (Your project area is the entire area where you will be working.)
4. At the right side of the screen, all of the information related to the land within that box will show up (organized and color coded by information type).
5. Scroll down until you see the teal "FEMA FIRM Map" heading.

6. Use the information in the “MAP” line to fill in the last four numbers and the letter on the application form line labeled “Panel Number: 41003C_____”. (For example, if the “MAP” line on GeoMoose says 41003C0475F, you would write “0475F” on the “Panel Number” line of the floodplain application form.)
7. Use the information in the “Flood Zone” line to fill in the “Flood Zone at Project Site” line on the application form.

How do you find out what year the structure was constructed?

Note: If you are working on an accessory structure (not a dwelling), you can leave this line blank and I will fill it in for you. If you are working on a dwelling, you must fill in the construction year for the dwelling so follow these steps:

8. Still along the right side of the screen, scroll up until you see the yellow “Taxlots” heading.
9. Click on the string of numbers just to the left of “Tax Information”. This will take you to the Assessor’s Office website.
10. On the next screen that pops up, click on the 6-digit account number for your property. (Note: There may be more than one account number that shows up for a property; if that is the case you may have to come back to this page and try the other account numbers if you do not find the information you are looking for.)
11. On the next screen that pops up, scroll down until you see a gray and white table of information.
12. Under the heading “Residential Dwellings”, there will be a sub-heading labeled “Year Built”. (If you don’t see this information, go back to the previous page and try a different account number.)
13. Enter the “Year Built” year on the application form line that asks “What year was the structure constructed?”.