



# Richland County Business Service Center

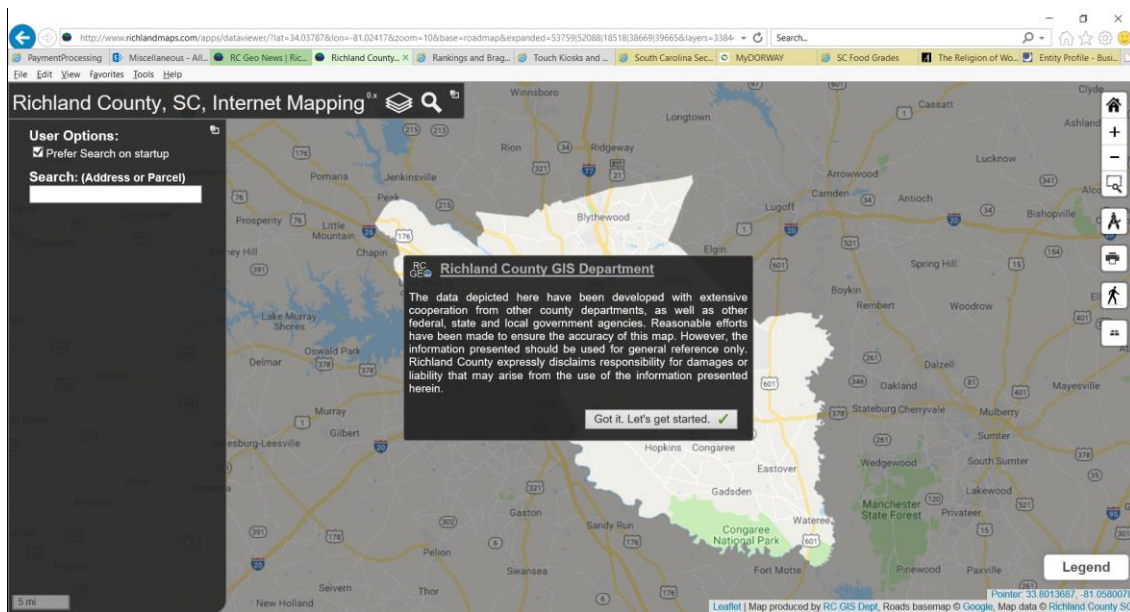
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## Instructions for Using the Richland County Mapping Website

The steps described here are intended to help people and businesses to determine the jurisdiction of a property (i.e., what city limits is the property in, or no city limits).

- 1) Go to <http://www.richlandmaps.com/apps/dataviewer>. The screen will look like this:

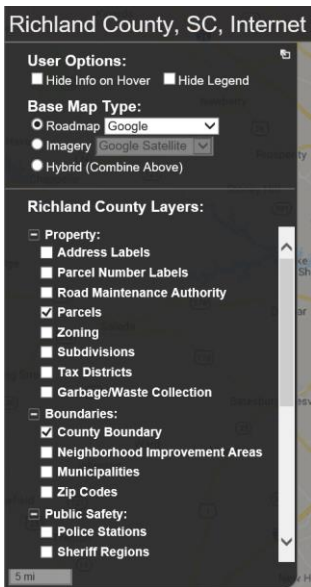


- 2) Click the “Got it. Let’s get started.” Button at the center of the screen.

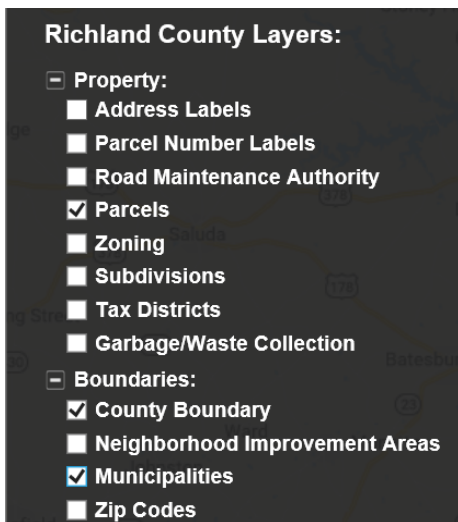
- 3) Click the “Layers” icon – it looks like this  – and is found immediately to the right of the words, “Richland County, SC, Internet Mapping” in the upper left corner. It will look like


this: 

A new screen will appear on the left side of the screen that looks like this:



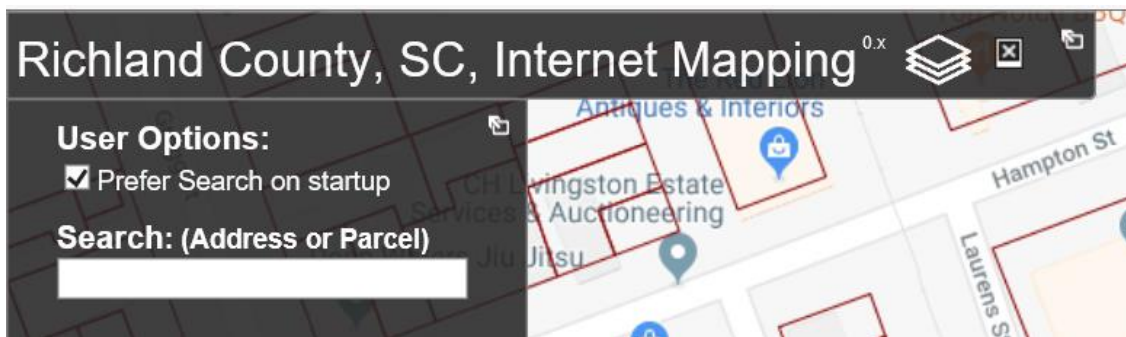
- 4) Click the checkbox immediately to the left of the words “Municipalities” under the “Boundaries” heading. It will look like this:



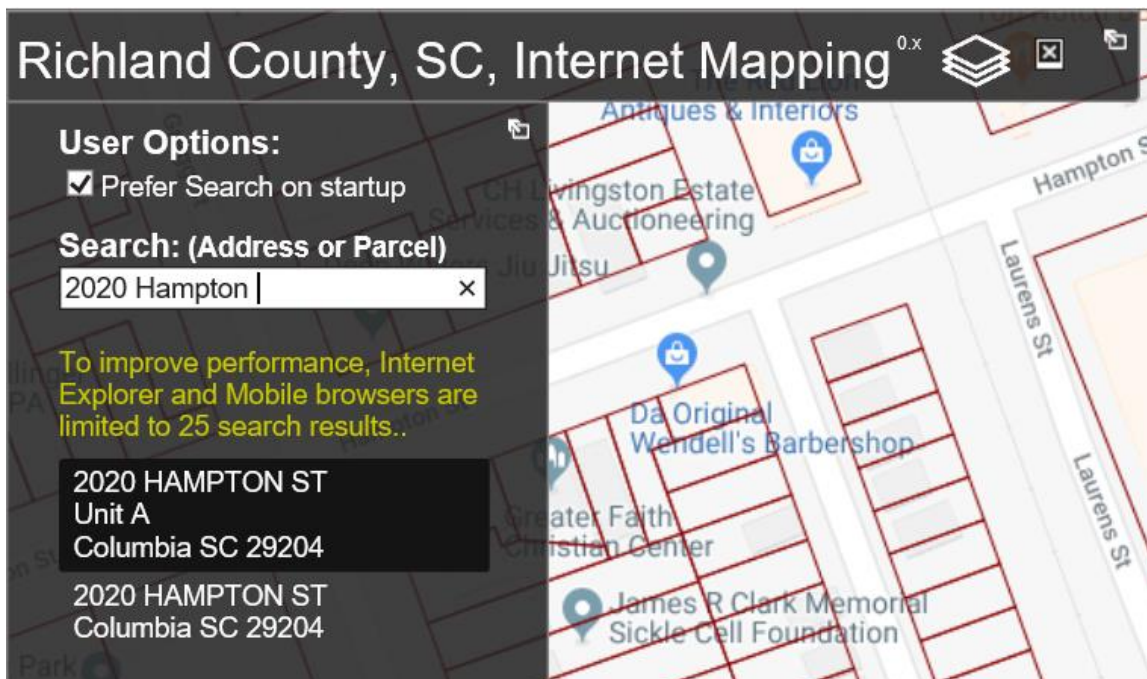
- 5) Click the “Search” (magnifying glass) icon – it looks like this  – and is found immediately to the right of the words, “Richland County, SC, Internet Mapping” in the upper left corner. It will look like this:



- 6) Enter the street number and street name (leave off Rd, St, etc.) in the Search box, as shown below:

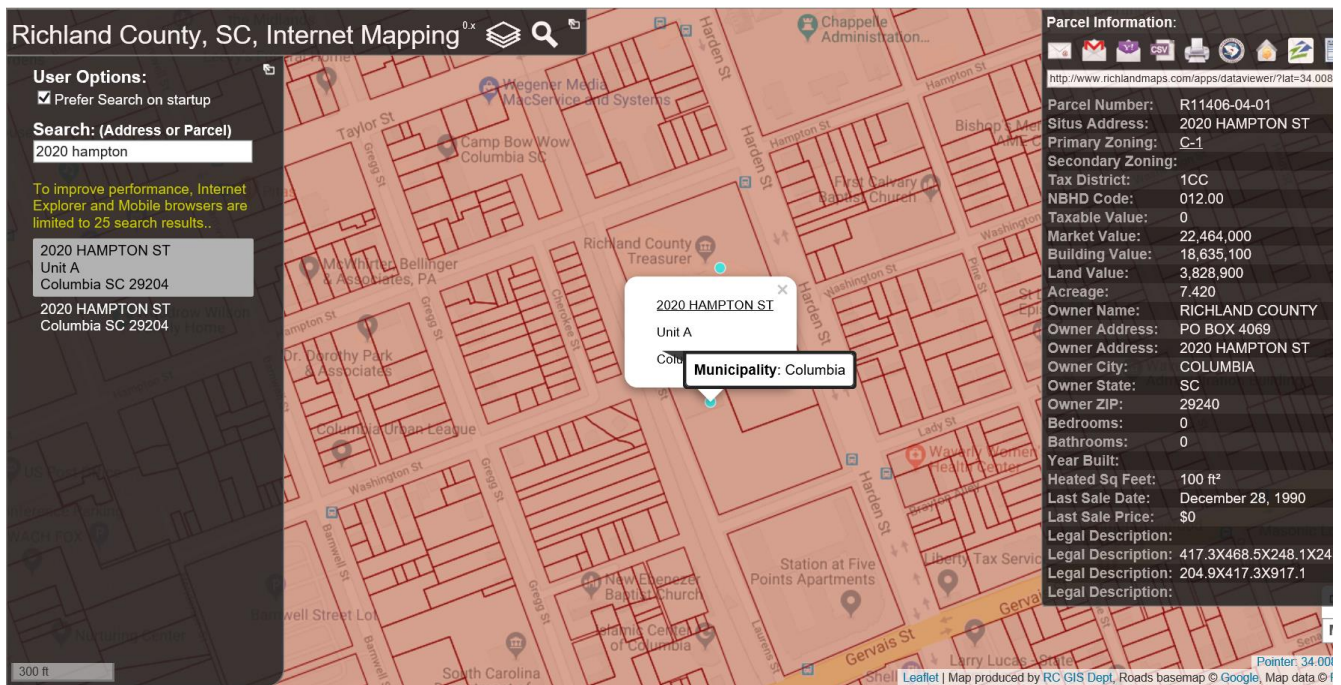


7) Click on the desired address appearing below the Search box, as shown below:

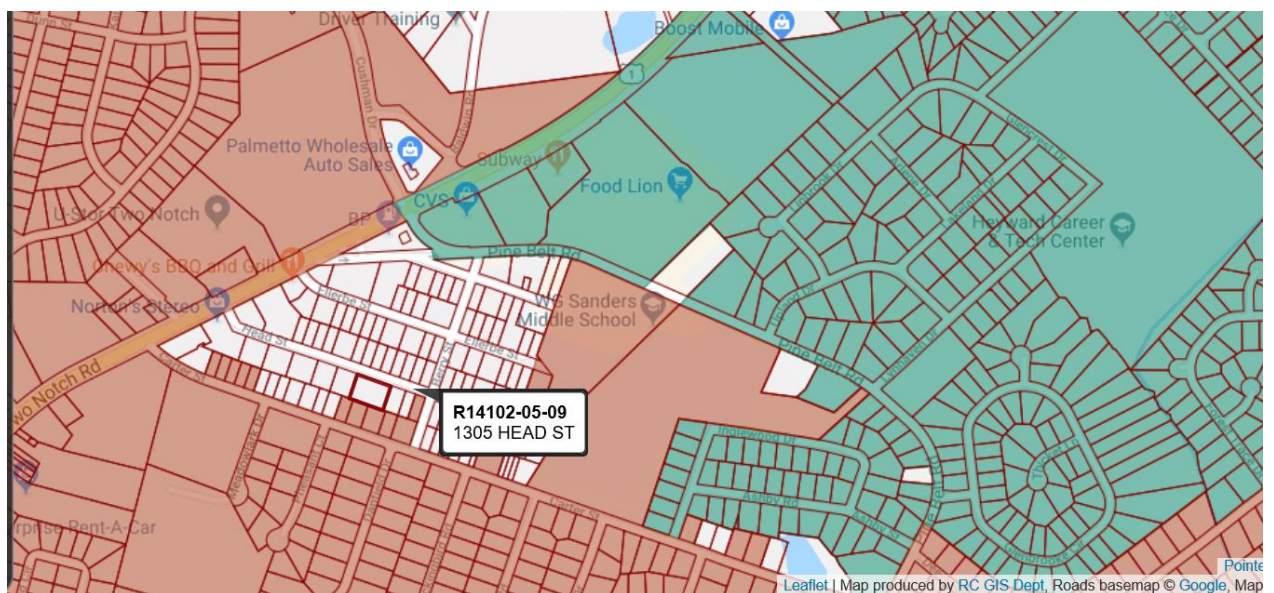


8) Mouse over the information box appearing on the map over the property address you selected in the step above. Move the mouse around a little over the information box. A new information box will appear showing the Municipality, as shown below:





If the property is located **outside** of a city limits, the property showing on the map will have no shading – as shown below. (The brown, green, and no shading all represent different jurisdictions.)



Also, if there is no city limits, there will be no pop-up box for “Municipality”.

If you have any questions, please do not hesitate to contact our office, and we’ll be happy to assist you.