

# Doña Ana County, NM Map Help

## Map Features Introduction

The screenshot displays the Doña Ana County, NM Parcel Map interface. The map shows a geographical area with various features like roads, buildings, and terrain. The interface includes a toolbar at the top right, a legend and map layers panel on the left, a search box, and a table at the bottom showing selected feature attributes.

1. Toolbar  
2. Zoom Control Buttons  
3. Map/Legend Tabs  
4. Layer Control  
5. Parcel Search Tools  
6. Selected Feature Attributes

Parcel ID	Map Code	Name	Address	Subdivision	Condo Name	Condo Unit	Mobile Homes	Clerk Record	Property Address	Acres
02-37221	4-005-135-130-360	DOÑA ANA COUNTY	845 N HOTEL BLVD				0	0615074	845 HOTEL BLVD	16.59

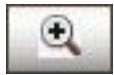
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## Toolbar



The map toolbar allows the user to zoom in/out and pan the map, as well as identify parcels, measure features on the map and produce a print friendly map.

### **Zoom In – This tool allows the user to zoom in to a selected area on the map**



To use this tool click the left mouse button and while holding the mouse button down, drag a rectangle around the area you wish to zoom to on the map. Release the button and the map will zoom to the area within the rectangle you created.

### **Zoom Out – This tool allows the user to zoom out in a selected area of the map**



Similar to the zoom in tool, when this tool is selected you can click the left mouse button and while holding the mouse button down, drag a rectangle on the map and release the button. The map will zoom out proportionally to the size of the rectangle you created. The smaller the rectangle you draw, the more the map will zoom out.

### **Previous Zoom – This tool allows the user to change the map to the previous zoom level**



Clicking this button will return the map to the previous zoom area or zoom level.

### **Next Zoom – This tool allows the user to change the map to the previous zoom level**



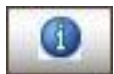
Clicking this button will return the map to the next zoom area or zoom level. If you have zoomed in to an area on the map and then panned the map or zoomed, clicking this button will return the map to the area it showed before the previous pan or zoom action.

### **Pan – This tool allows the user to pan, or move the map**



When this tool is selected you can click on the map, and while holding the mouse button, pan or move the map in the direction you move the mouse.

### **Identify – This tool allows users to identify features on the map**



When this tool is selected the user can click on a parcel in the map to display information about that parcel. When the parcel is clicked it will be highlighted and attributes will be displayed in a table shown the *Selected Feature Attributes* area of the page.

### **Measure Distance Tool – This tool allows the user to measure linear distances on the map**



When this tool is selected click on the map at the location you want to begin the measurement. Move the cursor to the place you want to end the measurement and double click. The length of measurement will be displayed in a window. It is also possible to measure a path using this tool. Click the map at the location you want to start measuring from. Move the pointer to a location along the path and click that location. A node will be added to the measure line at that location. To continue measuring the path, move the pointer to the next location along the path and

click that location. Another node will be added to the measure line at that location. Continue to the end of the path and double click the final location to display the total length of the path.

### Measure Area Tool – This tool allows the user to measure the area of a polygon on the map



When this tool is selected click on the map at the location you want to begin the measurement. Move the pointer to a corner of the area you want to measure and click the map at that location. A node will be added at that location. Continue measuring the area by moving the pointer to the next corner of the area you want to measure and clicking the map at that location. Repeat the process as many times as necessary to make a complete polygon around the area you want to measure. When you have completely enclosed the area, double click the final point to complete the polygon and display the resulting area measurement.

### Clear Graphics – This button allows the user to clear graphics and selected features



Clicking this button will clear any graphics on the map, such as measurement lines and polygons or highlighted parcels. It will also clear any parcel attributes that are displayed in the *Selected Features Attributes* area of the page.

### Print – This button allows the user to create a printer friendly map for printing



When this button is clicked a window will open prompting the user to enter a title for their map. Enter the title you wish and click the “Submit” button. A new browser window will open to display a map in a printer friendly format. If a parcel is selected when the print page is created the print page will also include the attributes of the selected parcel.

### Zoom Control Buttons



The zoom control buttons allow the user to zoom in and out on the map. Clicking the “+” button will zoom in one level at the center of the map. Clicking the “-” button will zoom out one level at the center of the map.

### Map/Legend Tabs



The Map/Legend tabs allow the user to switch back and forth between displaying the map tab, which displays the layer visibility and parcel search tools, and the legend tab, which displays a graphical key to elements currently visible in the map.

## Layer Control

The layer control area allows the user to select which layers are currently visible in the map. Each layer has a check box next to the layer name. When the check box is checked the layer will be visible in the map. Note that some layers, such as the address labels and aerial photos, will only display in the map when specific zoom levels are reached. So, if the layer is checked to be visible, but it is not displaying on the map you may need to zoom in before the layer is visible.

## Parcel Search Tools

Select Search Type:

Parcel ID ▼

Enter Value:

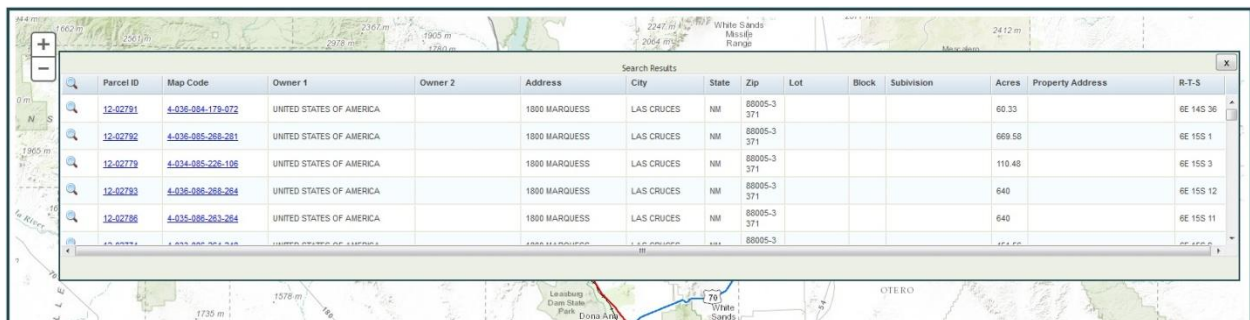
02-37271

Search

The parcel search tools allow the user to search for a specific parcel in the map. To begin a search select the type of search you want to perform from the *Select Search Type* box. The options are: Parcel ID, Map Code, Owner Name and Property Address.

After selecting the search type, enter the value you want to search for in the box below *Enter Value*:. When you are ready to perform the search, click the **Search** button.

If the search returns more than one parcel the Search Results window will open and display a table with all records that match the search criteria.



Parcel ID	Map Code	Owner 1	Owner 2	Address	City	State	Zip	Lot	Block	Subdivision	Acres	Property Address	R-T-S
12-02791	4-036-084-179-072	UNITED STATES OF AMERICA		1800 MARQUESS	LAS CRUCES	NM	88005-3371				60.33		6E 14S 36
12-02792	4-036-085-288-281	UNITED STATES OF AMERICA		1800 MARQUESS	LAS CRUCES	NM	88005-3371				669.58		6E 15S 1
12-02779	4-034-085-226-106	UNITED STATES OF AMERICA		1800 MARQUESS	LAS CRUCES	NM	88005-3371				110.48		6E 15S 3
12-02793	4-036-086-286-284	UNITED STATES OF AMERICA		1800 MARQUESS	LAS CRUCES	NM	88005-3371				640		6E 15S 12
12-02786	4-035-086-283-284	UNITED STATES OF AMERICA		1800 MARQUESS	LAS CRUCES	NM	88005-3371				640		6E 15S 11

The search results table will show a row of attributes for each parcel returned from the search feature and allows the user to interact with the results in several ways.

Starting at the left most column of each record, there will be a cell that contains a picture of a magnifying glass. Clicking the magnifying glass of a row will highlight the parcel on the map, zoom to the location of the parcel and populate the Parcel Details Area with attributes for the parcel. The second column of each row contains the Parcel ID number of the associated parcel. Clicking on the parcel id number in a row will open a new window in your browser and display a picture of the primary structure located on the parcel (note that not all properties will have a picture associated with them). The third column of each row contains the Map Code number of the associated parcel. Clicking the map code number in a row will open a new tab or window in your browser to display the Assessor's Parcel Search Results page, which will provide more detailed information about the parcel record.

Notes about search types and search values – For Parcel ID and Map Code searches, simply enter the parcel’s ID number or map code in the value box. Parcel ID numbers are in the format ##-##### (example: 02-37271). Map code numbers are in the format #-###-###-###-### (example: 4-005-135-120-360).

When performing Owner Name searches there is no special format that the owner name needs to be in. The owner name is not case sensitive and may be entered first name first or first name last. For example: Jane Doe, JANE DOE, jane doe, Doe Jane, DOE JANE and doe jane will all return the same results.

When performing a Property Address search it is usually best to enter the value without including the street suffix and street prefix. For example: if you are looking for 845 N Motel Blvd, enter the value 845 Motel. Any matching results will be displayed in the Search Results Area. It is also possible to just enter a street name and get the results for all addresses on that street. For example: if you enter Motel in the value box the search will return all records that contain the value Motel in the property address.

## Selected Feature Attributes

Parcel ID	Map Code	Name	Address	Subdivision	Condo Name	Condo Unit	Mobile Homes	Clerk Record	Property Address	Acres
02-37271	4-005-135-120-360	DONA ANA COUNTY	845 N MOTEL BLVD				0	0615074	845 MOTEL BLVD	19.99

When a single parcel is selected the Selected Feature Attributes table will be displayed. The following list explains which details are displayed in the table.

- Parcel ID – the unique ID number assigned to the parcel (Clicking on the displayed parcel id number will open a new tab or window in your browser to display a picture of the primary structure located on the property if one is available.)
- Map Code – the unique Map Code number assigned to the parcel (Clicking on the displayed map code number will open a new tab or window in your browser and display the Assessor’s Parcel Search Results, which will give more detailed information about the parcel record.)
- Name – the name of the property owner
- Address – the mailing address of the property owner
- Subdivision – the name of the subdivision the property is located in
- Condo Name – the name of the Condominium the property is located in
- Condo Unit – the unit number of the Condominium the property is in
- Mobile Homes – the number of mobile homes located on the property
- Clerk Record – the most recent document related to the property filed at the County Clerk’s Office
- Property Address – the physical address of the primary structure on the property (also referred to as the 911 address)
- Acres – the recorded acreage of the parcel