Property Search Tutorial

As your Stevens County Assessor, I am happy to inform you that our website has been recently updated and now has the current parcel information available. Our new site still has the same capabilities of our previous site. You have the ability to search for assessment information by using either a parcel number, legal or street address. You may also search sales on the site. The goal of this web site is to help you find the information you need, and to keep our "search" for property information open 24 hours a day, 7 days a week. I welcome your response or suggestions for improving this site. My dedicated and professional staff is known for their courteous service; please feel free to come in or call and we will gladly help with any of your questions.

How to Reach the Real Property Search
   1) Type www.co.stevens.wa.us which will take you to the Stevens County home page.
   2) Select Assessor link on the upper right corner of page.
   3) Select Parcel Information on Assessor's/ Treasurer's Site on the upper left corner.

Helpful search hints

Appraisal Year for Tax Year
Current ownership is reflected in the newest year in the dropdown. The default year will have the previous year's assessment for the current year's taxes.
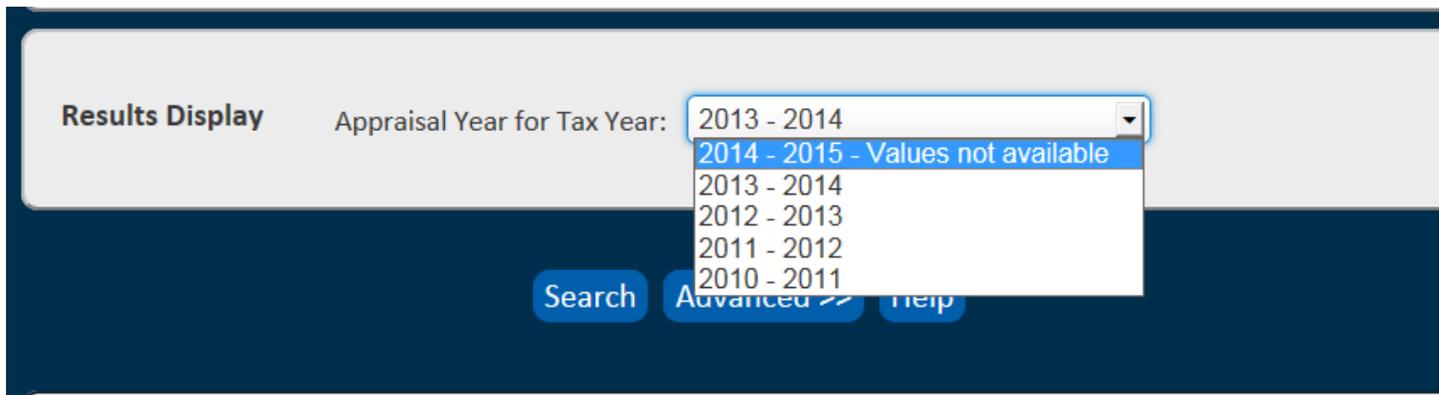
Parcel Number Search
Enter a parcel number in the "Parcel #/GEO ID" field or the Property ID in the "Property ID"
field and press the search button. You must enter at least 7 digits for a Parcel #/GEO ID and 5
digits for the Property ID. For example, if your parcel number is only 5 numbers long, you must
enter two 0's in front of your parcel number before you hit search.

OR…

Navigation
After typing in your search criteria and selecting "Search", a list of parcels will be generated. If
you want parcel information; select <u>View Details</u> to the right of the specific parcel. If you want
an aerial; select "View Map" to the right of the specific parcel. After the parcel appears on the
map, you may need to use the navigation tool in the lower right hand corner of the map to zoom
in closer for more details to appear.

Address Search

When using a site address you may need to use an abbreviated or partial address.

- If you are not getting positive results while using the entire address, it is recommended to only use a portion of the address to search.
- You may enter the house number and you should receive a listing of all parcels which have that number in the address. You can then scroll down and select the specific address you are looking for.
- Check to make sure that you have the abbreviation correct and in the correct order. Most highways, roads, streets, or lanes are abbreviated: hwy. rd. st. ln. etc.
- Do not use prefixes or suffixes in your search. For example, instead of using Hwy 25 N, simply search for "Hwy 25."

Search Type:	Property Address	▾	Street Number:	123	1234
			Street Name:		Main
			City:	▾	

OR…

Search Type:	Property Address	▾	Street Number:		1234
			Street Name:	hwy 25	Main
			City:	▾	

OR…

Search Type:	Property Address	▾	Street Number:		1234
			Street Name:		Main
			City:	CLAYTON ▾	

*The Property Search and Map is under construction and will be updated periodically. Please look for changes pertaining to searching by Section-Township-Range in the "Advanced Search" options. The ability to search by S-T-R without additional criteria will be available in September 2014.

Advanced Search Option
When utilizing the "Additional Criteria" you will need to select a "Search Type" as well, such as the City, or Street Number you want to search for.

Assessor's Maps – Township Range Section
While at the main search page; you may access the map by selecting the "Map Search" link.

While in "Map Search" you may also search Township-Range-Section by selecting "MAPSCO" in the drop box, and entering the Township-Range-Section order as a six-digit number without spaces (Example: Township 38 Range 39 Section 4 would be 383904).
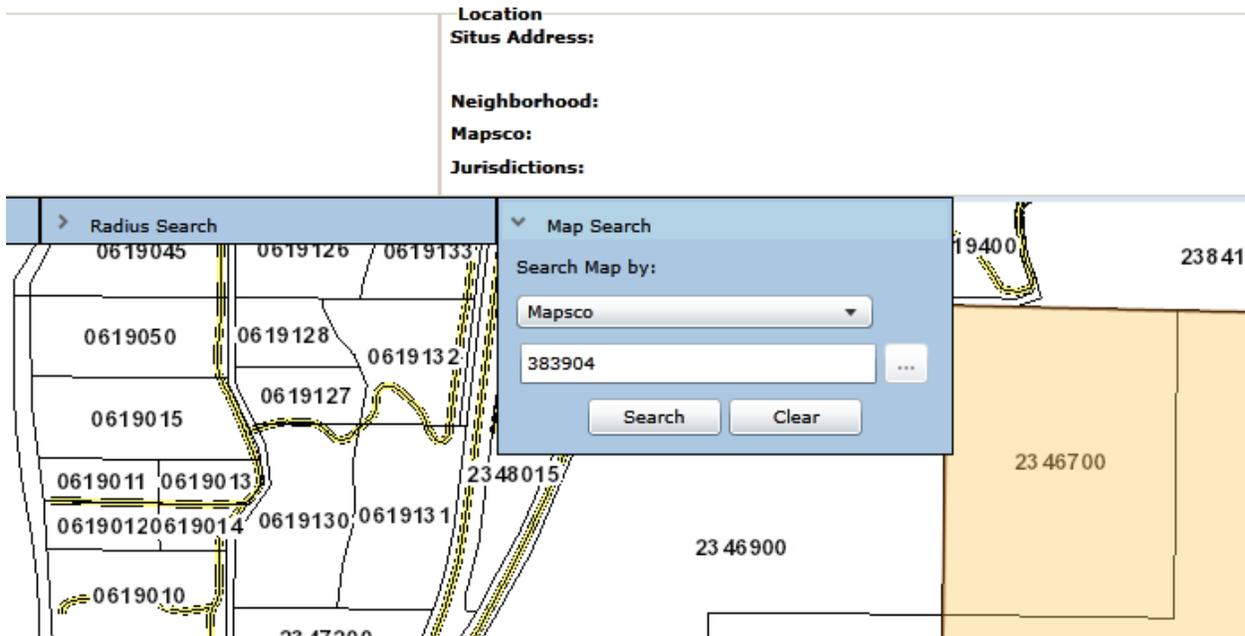
Township, Range, and Section can be found on parcel's Detail > Property > Account page.

Stevens County Property Search

Property Search Results > 40041 CLARK TERRY H for Year 2013

ⓘ Details | ⊘ Map

▾ **Property**

Account

Property ID:	40041	Legal Description:	S2 NE4 SV 00262-5)
Parcel # / Geo ID:	2174420	Agent Code:	
Type:	Real		
Tax Area:	0076 - Tax District F7 115	Land Use Code	88
Open Space:	N	DFL	Y
Historic Property:	N	Remodel Property:	N
Multi-Family Redevelopment:	N		
Township:	34	Section:	03
Range:	39	Legal Acres:	21.8700

Assessor's Maps -- Neighborhood
You may also search for the Neighborhood in the "Map Search" drop box. To search by Neighborhood you will need the 3 digit code that corresponds to a specific neighborhood. That code can be found on a parcel's Detail > Property > Location page.

ⓘ Details | 🚫 Map

▼ Property

Account

Property ID:	40041
Parcel # / Geo ID:	2174420
Type:	Real
Tax Area:	0076 – Tax District F7 115
Open Space:	N
Historic Property:	N
Multi-Family Redevelopment:	N
Township:	34
Range:	39

Location

Address:	563 OLD HWY ARDEN RD COLVILLE, WA 99114
Neighborhood:	Rural 6
Neighborhood CD:	840

Assessor's Maps – Layers
You have the option to edit what map details you are viewing by opening the "Layer" drop box. There are numerous options of layers that can be viewed. The fewer layers viewed at a time helps with loading speed. It is suggested to have the minimum amount of layers viewed while zooming or scrolling on the map.

Within the different layers, there are subcategories that can be viewed.

Browsing Parcel Details
You can access parcel information such as assessment, owner, acreage, tax, or sales info at any time from the map by clicking on the "Details" link on the upper left side of the map. Our new map allows you to pan around the surrounding area if you wish to find information on surrounding parcels.
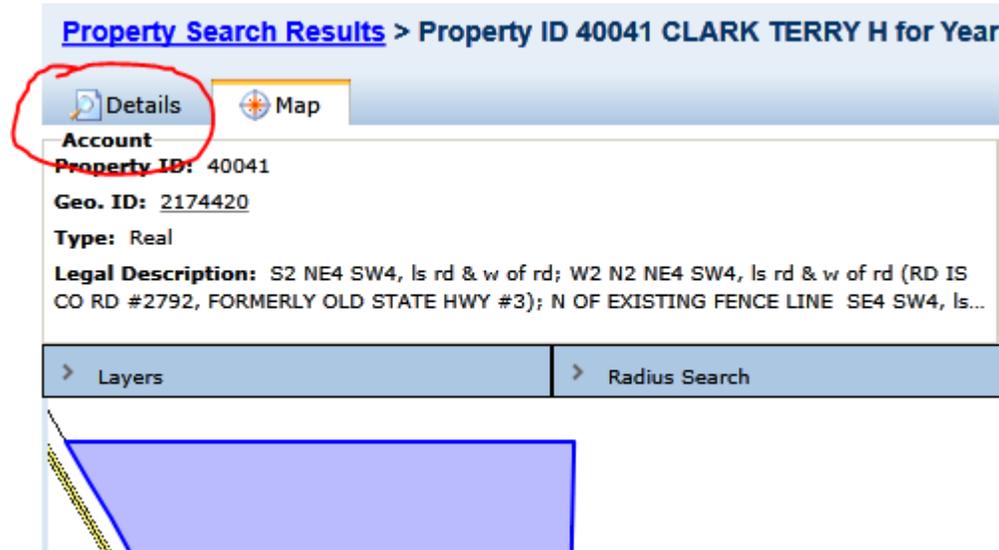
As your Assessor it is my hope the online search will meet the taxpayer needs for quicker and easier access to the Assessor's Office records.

Sincerely,

(Al) Allen R Taylor
Stevens County Assessor