Tips for Using the Montana Lidar for LOMA Web Application:

In the upper right-hand corner, there are several icons:

- View the legend by clicking the icon.

- Turn layers on and off by clicking the icon

- View the instructions in the application by clicking the icon

In the upper left-hand corner, there are several tools available:

- For additional resources, click the icon

- To reopen the Property Lookup window, click the icon

- To open the Draw tool, click the icon

- To use the Selection tool, click the icon

- To use the Print tool, click on the icon

Detailed Instructions for Using the Montana Lidar for LOMA Web Application

1. Search for your property by address in the Property Lookup window, or zoom in to locate it:
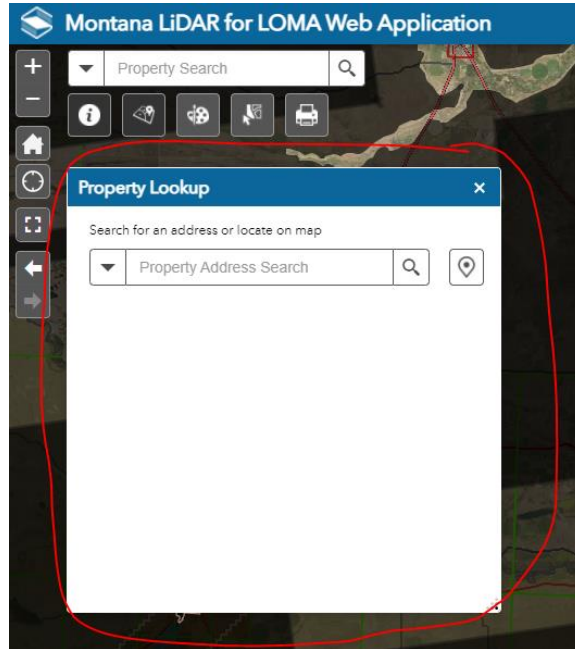
Or, use the Property Search box to search by one of the following options:

 a. Property Address
 b. Parcel ID / Geocode e.g. 02301510304010000
 c. Township Range e.g. 20N 1W
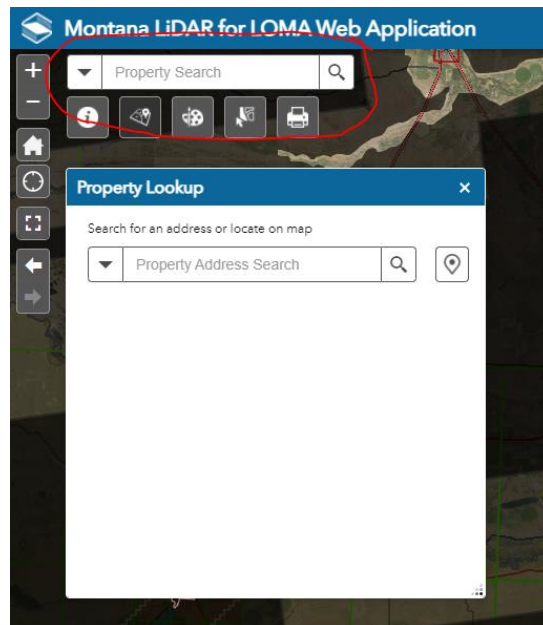
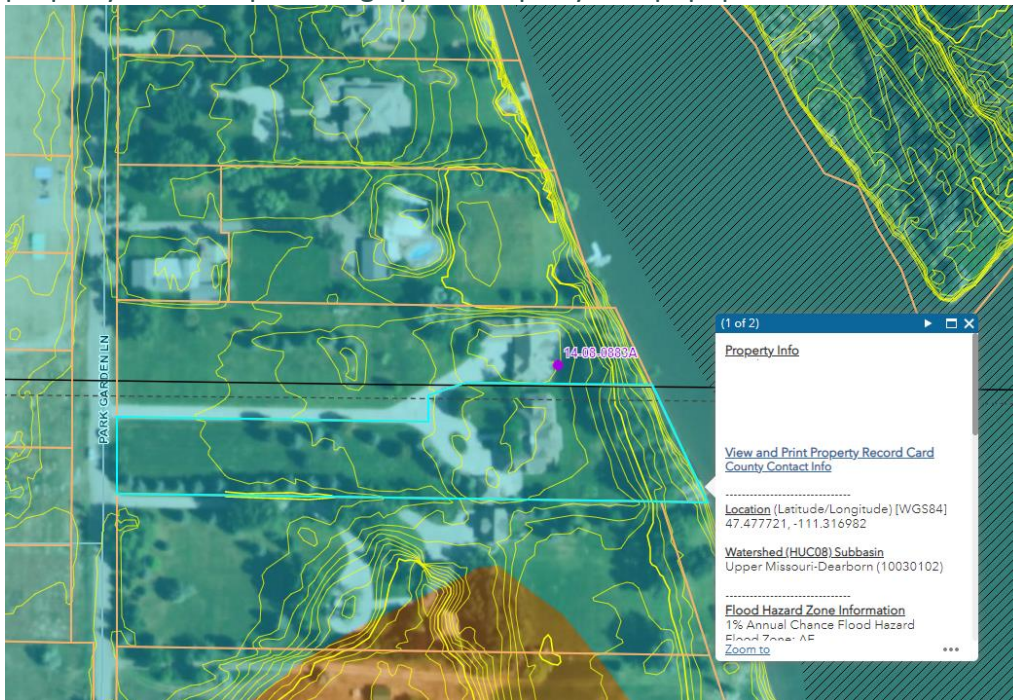2. Once you have zoomed into your property so that contours are visible, click on your property in the map to bring up the Property Info popup window:

a. Maximize the Property Info popup window:
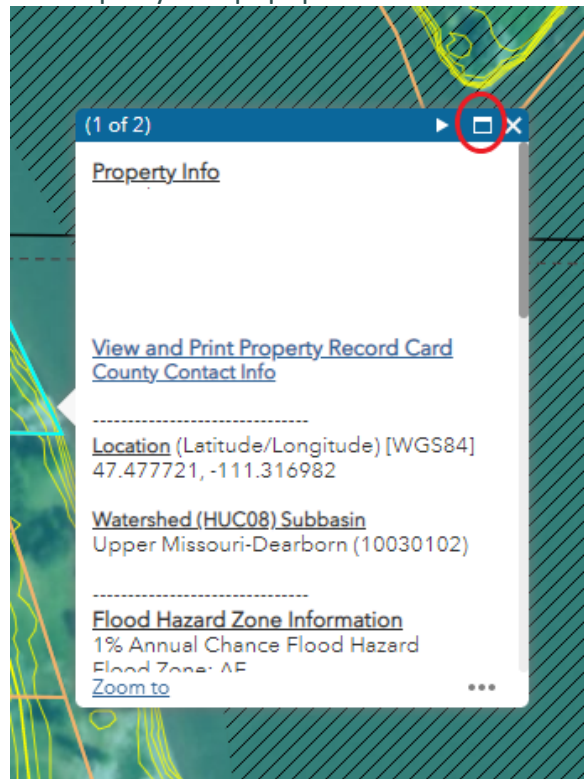
b. Select all the text, then copy and paste it into a Word Document
c. Save as a PDF or print off a copy

3. In the Property Info Popup Window, click on the link "**View and Print Property Record Card**"
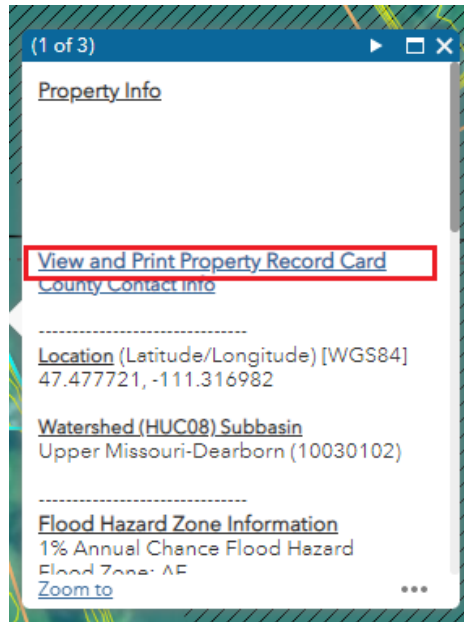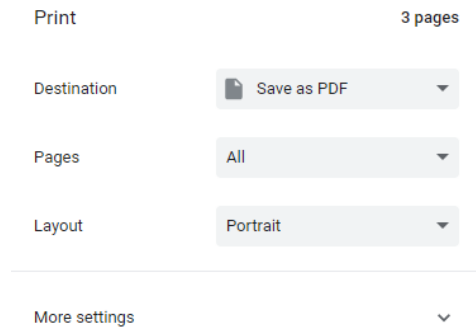

   a. A new window with the Property Record Card should open
   b. Right click the screen in the new window. Select "Print…". In the Destination drop down, select Save as PDF to save as a PDF:

OR select "Print" to print off a copy and set the Destination drop down to your local printer

   c. Close the window and go back to the Montana Lidar for LOMA Web Application

4. In the Property Info popup window, click on the link "**FEMA FIRMette Map**":
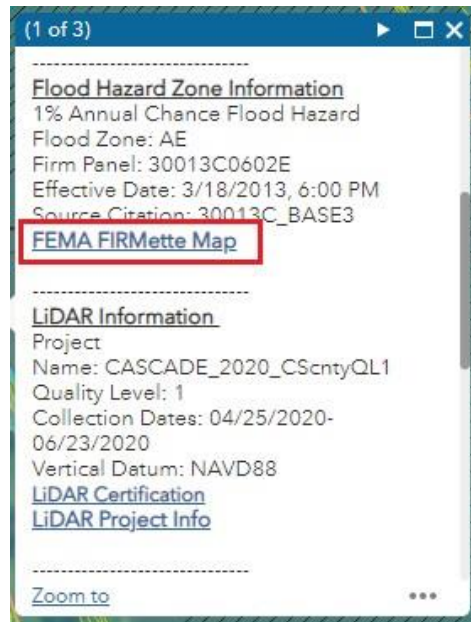
a. A new window should open with the FEMA Flood Map Service Center's FIRMette Web tool
b. Select Create Firmette and then follow the instructions on the page to create and download a PDF of a FEMA FIRMette for your area of interest. Save as a PDF OR print off a copy
c. Close the window and go back to the Montana Lidar for LOMA Web Application

5. In the Property Info Popup Window, click on the "**Lidar Certification**" link to download a PDF of the lidar certification for your area. Save as a PDF OR print off a copy.

6. Create your **Property Site Map**. Close the Property Info Popup Window and click on the Draw icon in the upper left corner. Select a draw mode to place a pinpoint or draw a circle at the location of your building or parcel for the map. If you need to undo a point, scroll down in the Draw window and select the Undo button.
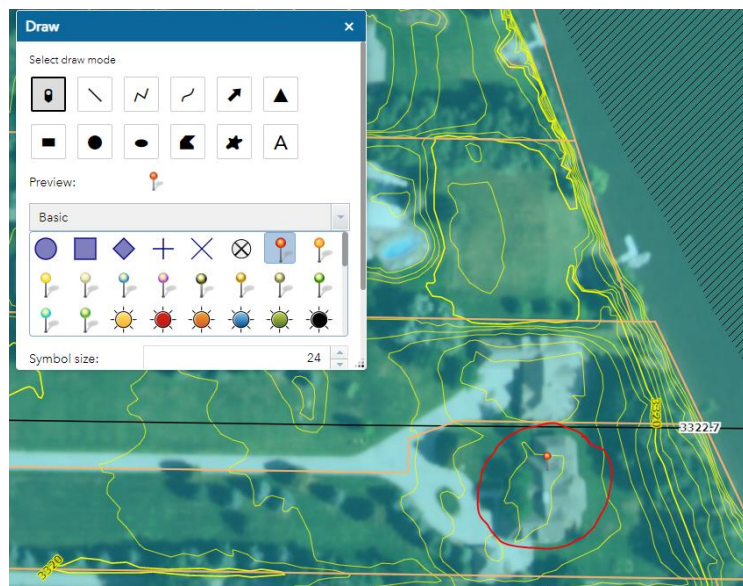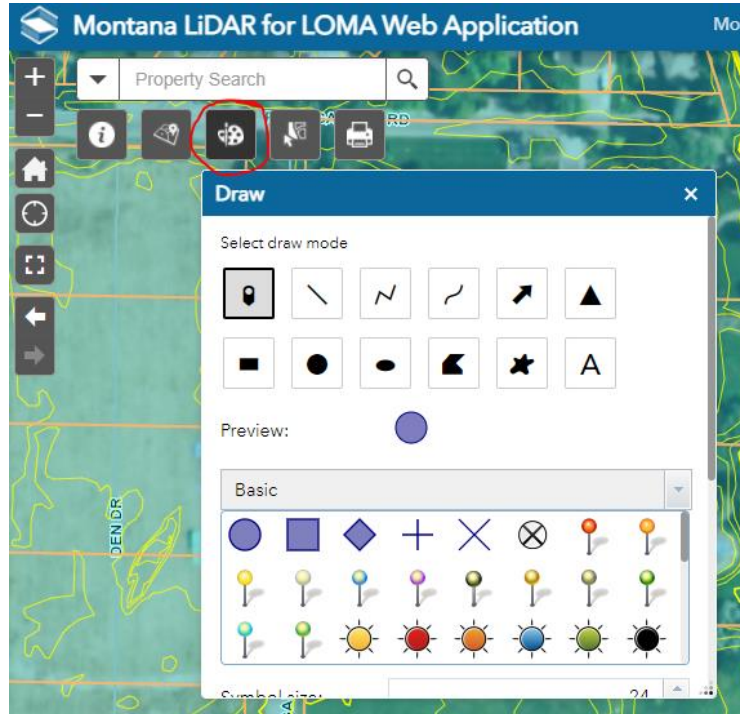

a. After placing a pinpoint or drawing a circle around the location of your building or parcel, close the Draw tool.

7. Click on the next contour that is lower in elevation than the contour touching your building or parcel so that it is highlighted. Note: it may take some time for the contours to load:
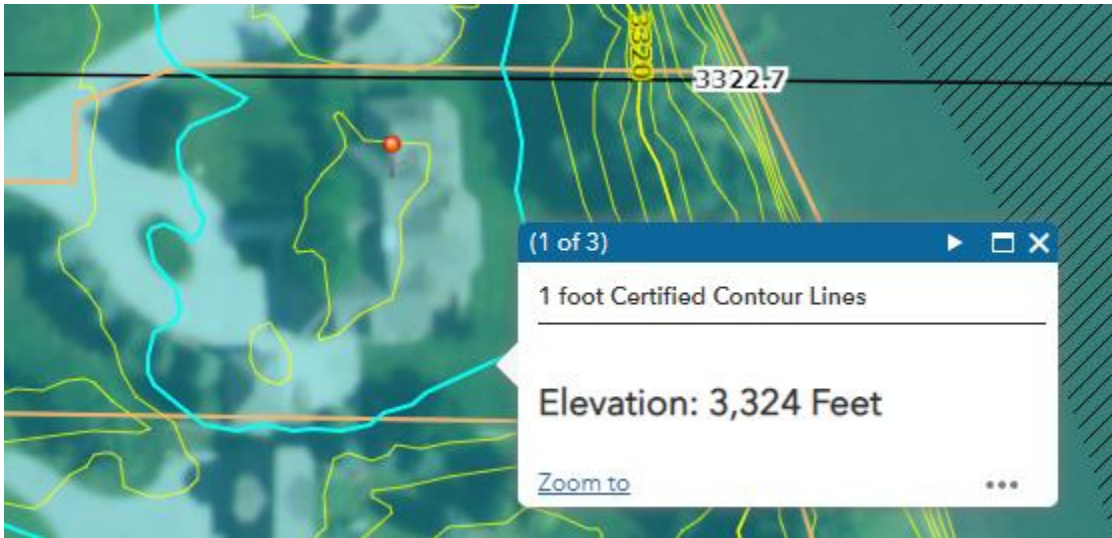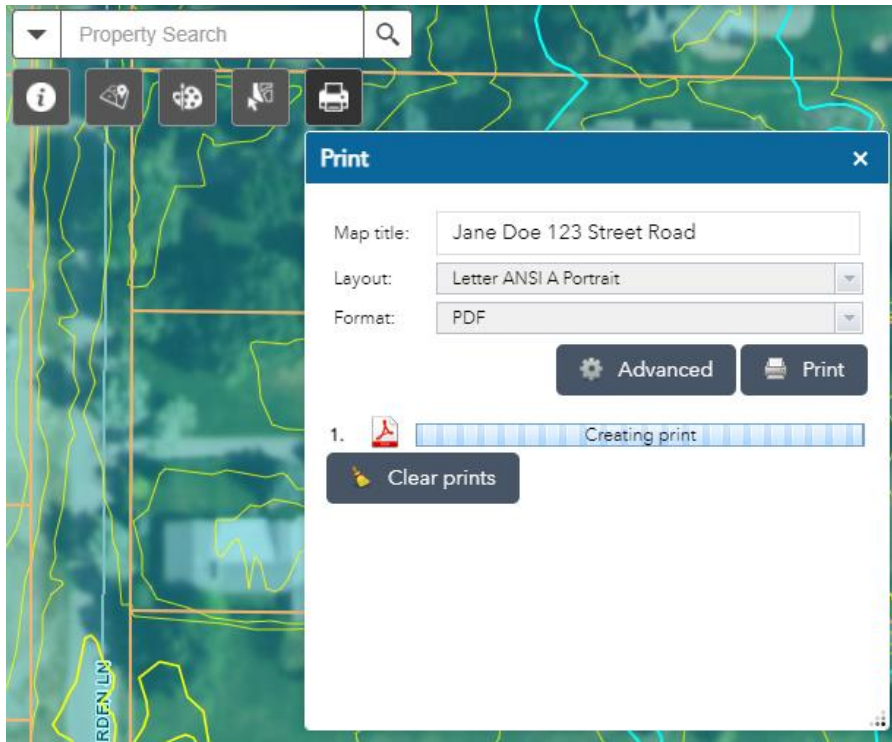

8. With the contour selected, click on the print icon in the upper left corner to print a **Property Site Map** for your application:
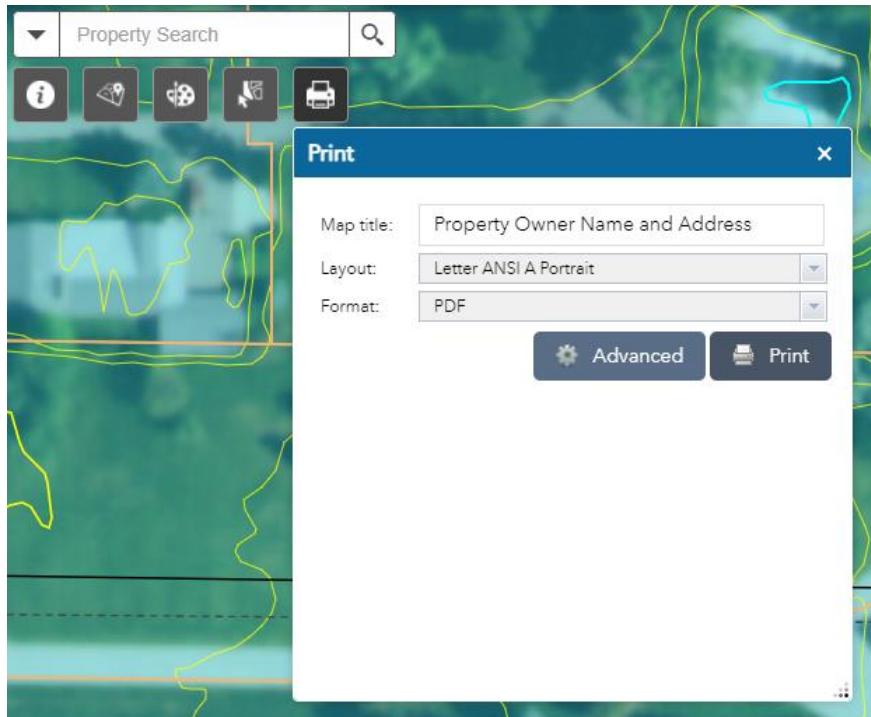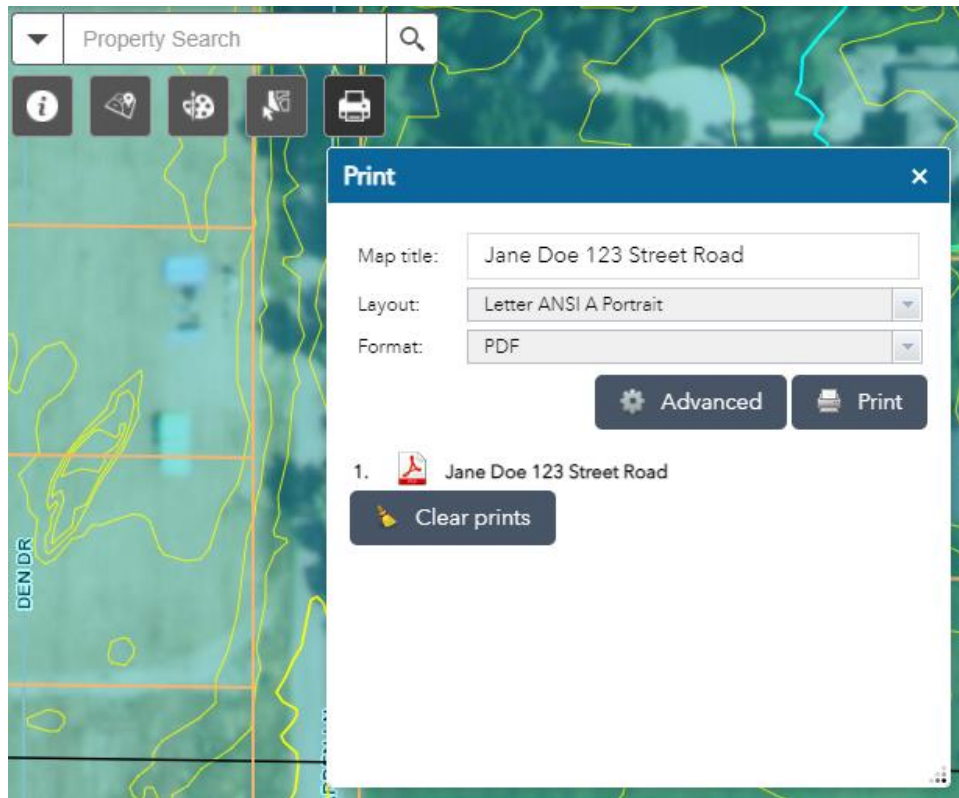
a. Type in your Property Owner Name and address in the map title line of the Print Popup Window:
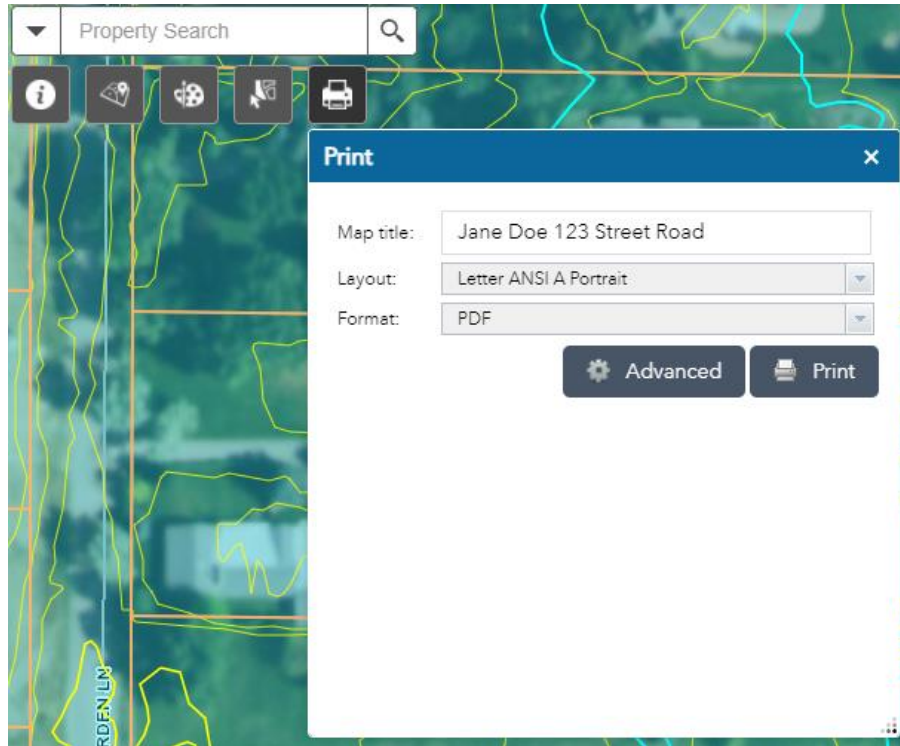
b. Click the "Print" button. This will create a PDF of your Property Site Map and may take a few minutes to run:

c. You will see a new PDF with your map title in the print window once it has been created:

d. Click on the new document in the print window to open and save your **Property Site Map** as a PDF OR print off a copy. Below is an example of what your Property Site Map should look like. (Note: the legend may vary depending on your selected area)
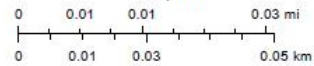

Jane Doe 123 Street Road
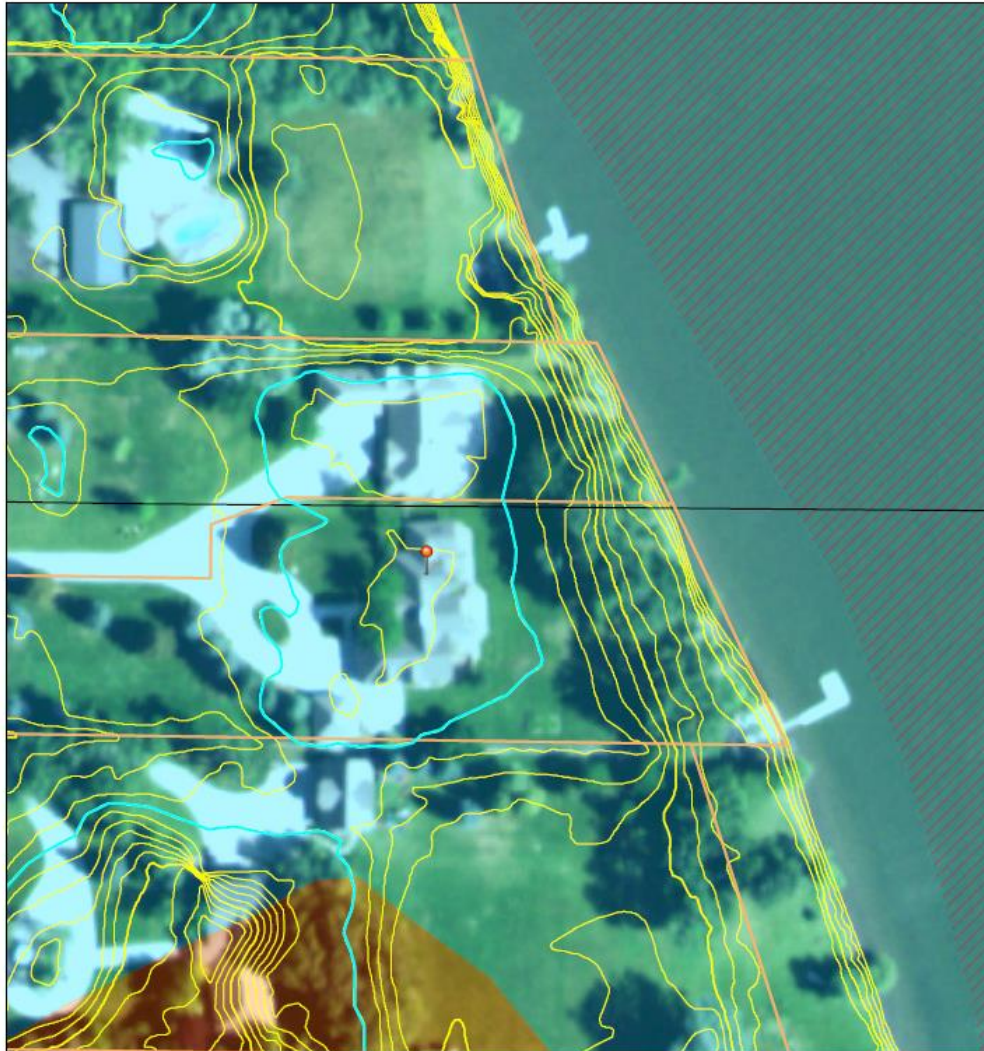
2/10/2022, 10:43:31 AM

—— Cross-Sections Flood Hazard Zones

1 foot Contour Lines   ▮ 1% Annual Chance Flood Hazard

—— Intermediate   ▮ 0.2% Annual Chance Flood Hazard

—— Index   ▨ Regulatory Floodway

1:1,011

0   0.01   0.01   0.03 mi

0   0.01   0.03   0.05 km

Montana State Library - https://arcg.is/0nvjzW

9. Gather all the documents created using the Montana Lidar for LOMA Web Application and proceed with completing your LOMA application to FEMA