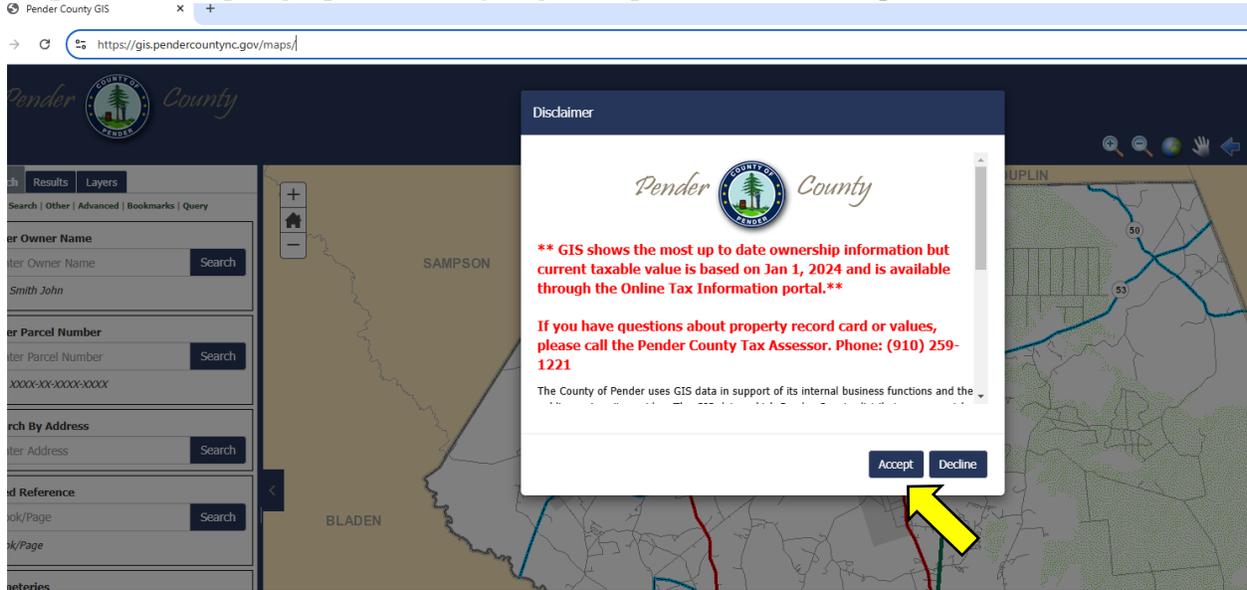
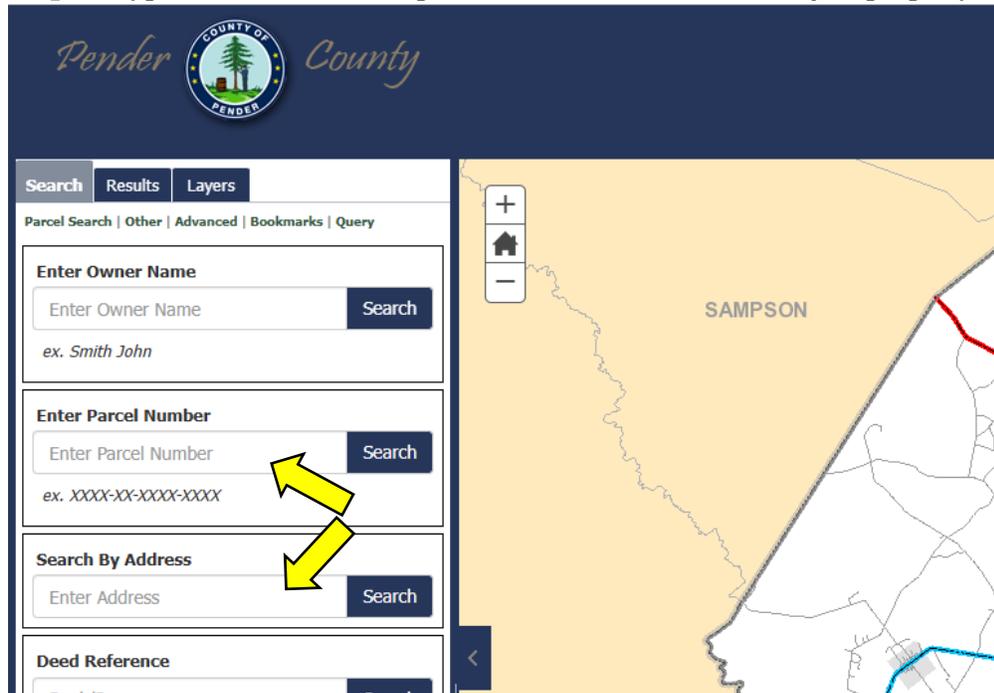


# How to Find Addresses Within the 500 ft Buffer for Applications:

**Step 1:** Go to <https://gis.pendercountync.gov/maps/> and click “Accept”.



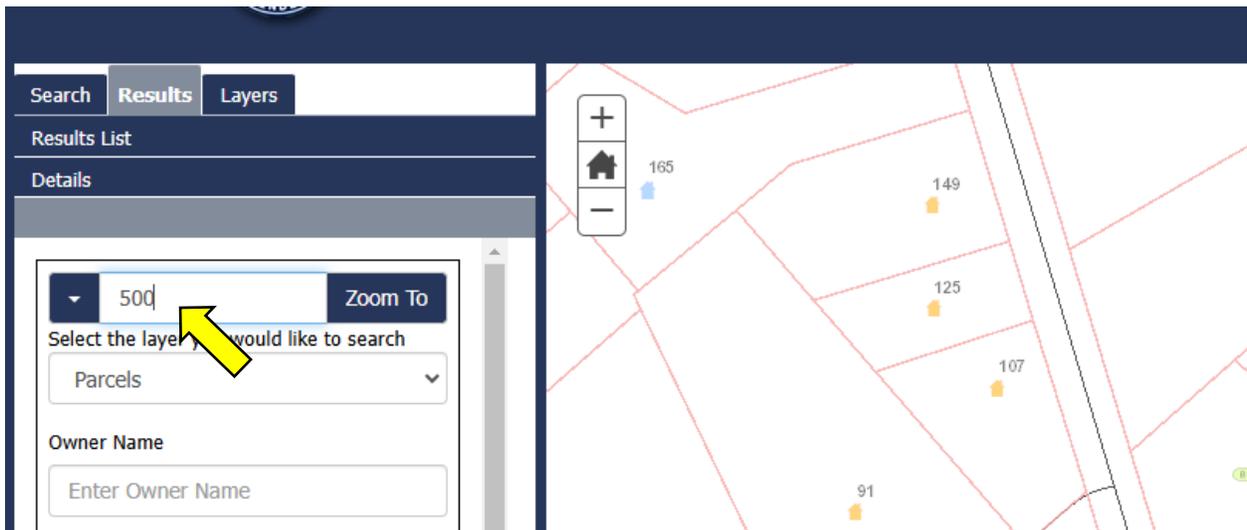
**Step 2:** Type in the address OR parcel (PIN) number of the subject property. Click Search.



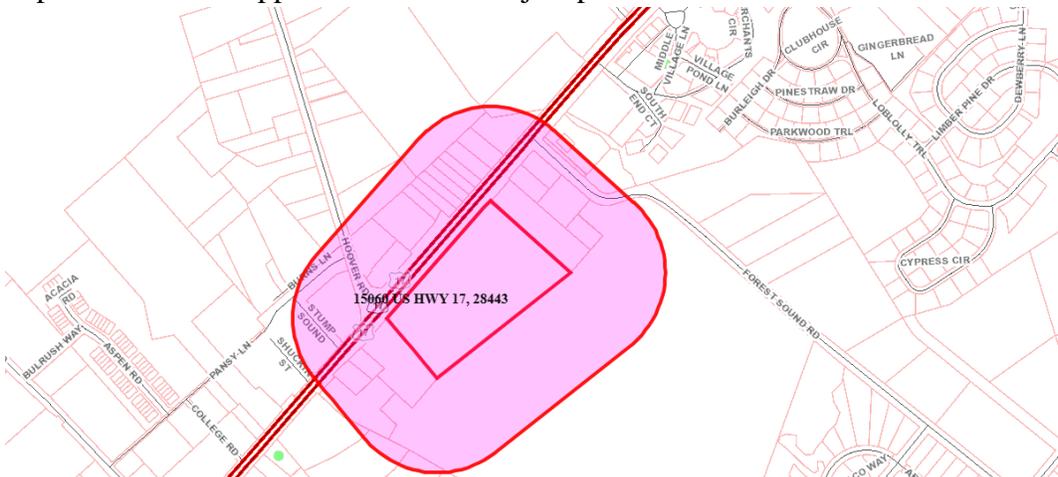
**Step 3:** A red outline will pulsate around the subject property. On the left panel click “Buffer”.



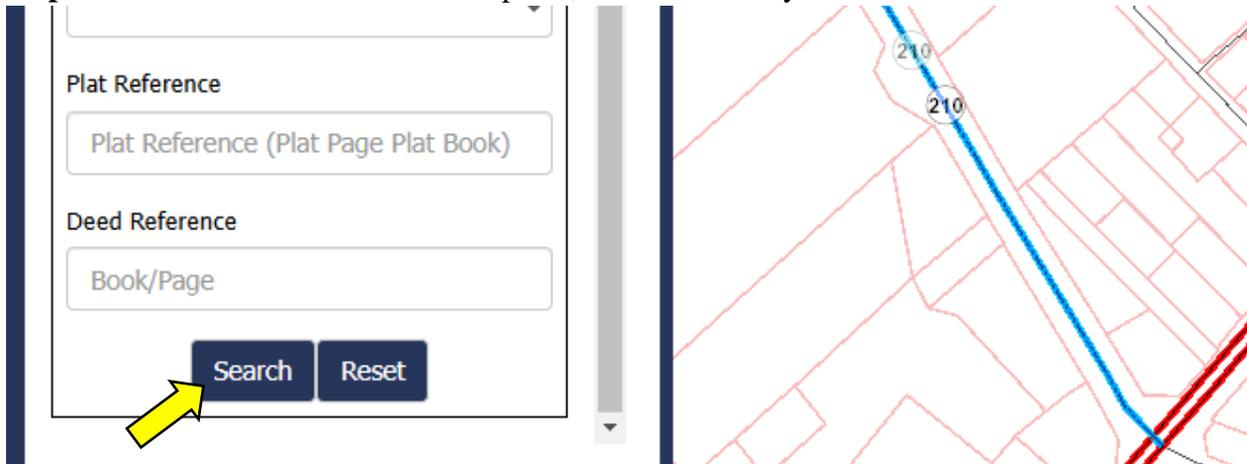
**Step 4:** The buffer distance is automatically set to 1000 ft. Delete “1000” and type “500” in the box. Click “Zoom To”.



A pink buffer will appear around the subject parcel.



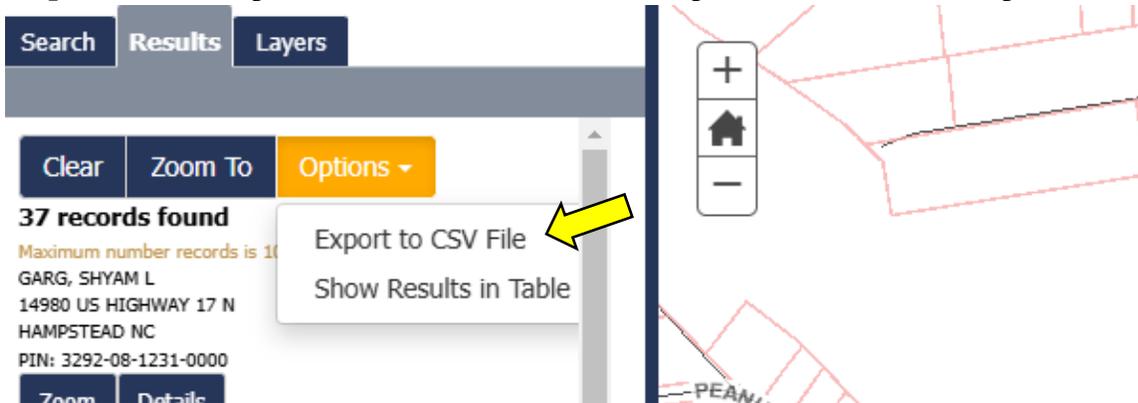
**Step 5:** Scroll to the bottom of the left panel, do not fill in any other boxes. Click “Search”.



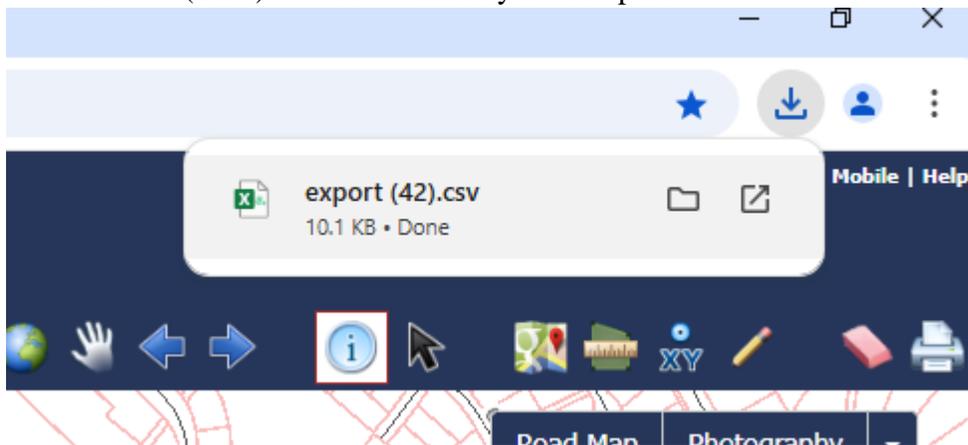
This will highlight all parcels within the 500 ft buffer in pink and create a list of addresses in the left panel.



**Step 6:** On the left panel, click the down arrow on “Options”. Then select “Export to CSV file”.



An Excel file (CSV) will download to your computer.



**Step 7:** Open the Excel file, delete all columns except “Name”, “Address”, “City”, “State”, and “Zip”. These are the names and mailing addresses needed to fulfill the development application notification requirements. Once all other columns are removed the file can be uploaded to a mailing label website such as Avery.com to be printed or easily made some other way.

	E	F	G	H	I	AI	AJ
1	NAME	ADDR	CITY	STATE	ZIP		
2	CADG SHVAM I	11090 IIS HIGHWAY 17 N	HAMBSTEAD	NC	28113		