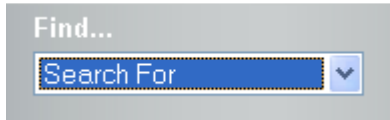


Lowell GIS Viewer Help Document

Map Tools



Search Options:

Parcel by Owner Name: Allows user to search for a property based on the owner's name. Enter last name first. Enter a few letters and a list of potential matches will be displayed

Parcel by Address: Allows user to search for property based on a parcel address; enter house number and street name. Do not enter street suffix (ST, DR, etc). List of matches will be displayed. Please note that properties may have numerous addresses, this search function will find only the address that the property is assessed to in the Assessor's database.

Parcel by Street: Allows user to search by street name, parcels on street will appear. Scroll to address and select.

Parcel by Parcel ID: Allows user to search for property by parcel id code, which is combination of block and lot number. Block number is unique 4-digit number for each street from Assessor's Maps. Lot number is the address of the parcel. 375 Merrimack St (City Hall) has a Parcel ID of 4060-375.

Parcel by Account Number: Allows user to search by account number if known.

Parcel by Location: Allows users to search from address number database rather than the assessor database used in the Parcel by Address option, this is helpful for locating a parcel or property that has numerous addresses.

Search by Street Name: Allows user to search by street name, map will zoom to location of entire extent of street.



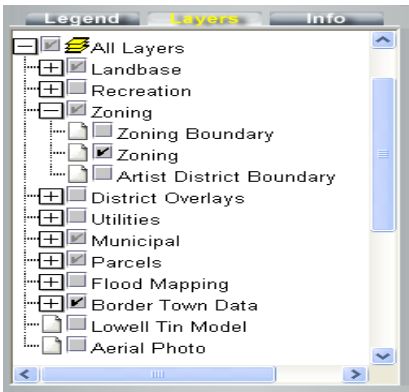
- ID Parcel** Selects specific Parcel and delivers attributed data
- Clear** Clears selection
- Zoom In** Allows user to zoom into a defined extent
- Zoom Out** Allows user to zoom out to a defined extent
- Pan** Pans in direction of user interaction
- Zoom Pre** Allows user to zoom back to previous view
- Zoom Full** Allows user to view entire base map
- Measure** Allows user to measure distances in map view



- Get XY** Click point on map to view coordinates
- Live Local** Click point on map to view Pictometry imagery in new window
- Mark Up** Place point, line, polygon or text on map
- PDF Map** Launch Map Printer, scroll to PDF option
- JPEG Map** Opens JPEG image of map view in a new window
- Email Map** Send map by email.

Viewer Table of Contents

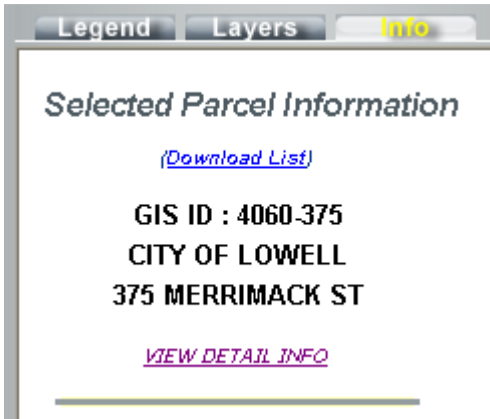
Layers- GIS data is stored as **layers**, which is visual representation of a geographic dataset in any digital map environment. Layers can be turned on or off and in many combinations at any given time. To change layers click the Layers tab on the left panel and open the folders to see a list of available data. By clicking the checkbox to the left of each layer’s name, a layer becomes visible. Once a layer is checked or unchecked users must click **“Refresh Map”** or **“Auto Refresh”** to activate the change. Clicking **“Auto Refresh”** will make changes appear immediate, without having to use **“Refresh Map”** every time a layer status changes. Scroll to bottom of Layers list to use.



Legend- Displays current Map symbology



Info- Data of selected parcel



Parcel by Address Example

Find...
Parcel by Address
375 Merrimack Find It

Enter address number and street name desired
Select "Find It"

Parcel Search Results

1 matching record.

GIS ID : 4060-375

CITY OF LOWELL

375 MERRIMACK ST

[ZOOM TO PARCEL](#) [PROPERTY DETAILS](#)

Select **Zoom To Parcel**

Map view and related data will display.

The screenshot displays the City of Lowell GIS web application interface. On the left, a search panel shows the search criteria: "Parcel by Address", "375 Merrimack", and "Find It". Below the search panel, a "Selected Parcel Information" box displays the following details: GIS ID : 4060-375, CITY OF LOWELL, and 375 MERRIMACK ST. A "VIEW DETAIL INFO" link is also present. The main map area shows a street grid with several buildings highlighted in grey. The parcel at 375 Merrimack St is highlighted with a red border. Other labeled buildings include "Pollard Library" and "City Hall". The map includes a scale bar indicating 0 to 210 feet and a "Zoom In" button. The top navigation bar contains "Print", "Restart", "Help", "Disclaimer", and "About" options.

“View Detail Info” to view additional data for selected parcel.

Upon Selection of “View Detail Info” a new window will appear.
Tabs of Parcel information “Basic (Default), Detail, Sales, History”

| Basic | Detail | Sales | History |
|------------------|-----------------------|-------|---------|
| GIS ID : | 4060-375 | | |
| Parcel ID : | 0159 4060 0375 0000 | | |
| Legal Area : | 61280 | | |
| Owner Name : | CITY OF LOWELL | | |
| Street Number : | 375 | | |
| Street Name : | MERRIMACK ST | | |
| Prop Location : | 375 MERRIMACK ST | | |
| Co-Owner : | BLDGS ADMIN | | |
| Owner Addr : | 375 MERRIMACK ST | | |
| Owner City : | LOWELL, MA 01852-1852 | | |
| Account : | 200444 | | |
| Land Value : | \$728,000.00 | | |
| Building Value : | \$8,163,200.00 | | |
| Total Value : | \$8,891,200.00 | | |
| Zone : | UMU | | |

View Parcel Image(s): [No. 1](#)

View Parcel Sketch(s): [No. 1](#)

Each tab has a “Print” option.

Under the “Basic” tab select “View Parcel Image”

View Parcel Image(s): [No. 1](#)

**Note if cursor does not change to hand symbol to select. Click on “Basic” tab to activate.



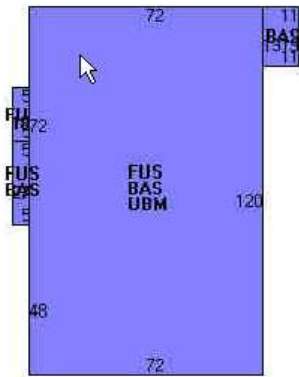
Under the “Basic” tab select “View Parcel Sketch”

View Parcel Sketch(s): [No. 1](#)



**Note if cursor does not change to hand symbol to select. Click on “Basic” tab to activate.

Zoom + Normal Zoom -



Note: if another parcel is selected in the map, the tab window for the previously selected parcel must be closed and selected by using the “View Parcel Data” option as noted earlier.

Locations Tab

Property addresses found on selected parcel is displayed here.

Click on “Locations” tab to activate

Selected Information **City of Lowell**
Massachusetts

Basic

Record No.1

| | |
|-----------------|---------------------|
| GIS ID : | 4060-375 |
| Location : | 401 MERRIMACK ST |
| Building Text : | Lowell City Library |
| Neighborhood : | Acre |

Record No.2

| | |
|-----------------|------------------|
| GIS ID : | 4060-375 |
| Location : | 375 MERRIMACK ST |
| Building Text : | City Hall |
| Neighborhood : | Acre |

Assessment

Locations

Print

Close

Selected Parcel Information

[\(Download List\)](#)

Additional Data Options by selecting “Download List” to save data to computer, this will generate a “CSV” file of the data returned.

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P |
|---|-----------|-----------|------------|-----------|------------|------------|------------|-----------|-----------|------------|---------|------------|------------|-------------|-----------|--------|
| 1 | GIS ID | Parcel ID | Legal Area | Owner Nar | Street Nun | Street Nan | Property L | Co-Owner | Owner Adc | Owner City | Account | Land Value | Building V | Total Value | Land Use | Zoning |
| 2 | 0159 4060 | 4060-375 | 61280 | CITY OF L | 375 | MERRIMA | 375 | MERRBLDGS | At375 | MERRLOWELL | 200444 | 728000 | 8163200 | 8891200 | MUNICIPAL | U |

Print Print Map of Current View

Print Options:

Draft Quality Map

Enter Titles For Your Map:

GIS Map Print

My Map

8.5" x 11" 11" x 17"

Include Assessing Data for Subject Parcel

Adobe PDF Map

Select the Map Size:

8.5" x 11" Landscape

Select the Map Scale:

Fit map to Page

Select Map Scale 1" = 100'

Custom Mapscale 1" = ft

[Print Map](#)

GIS Map can be modified by user to name a map print

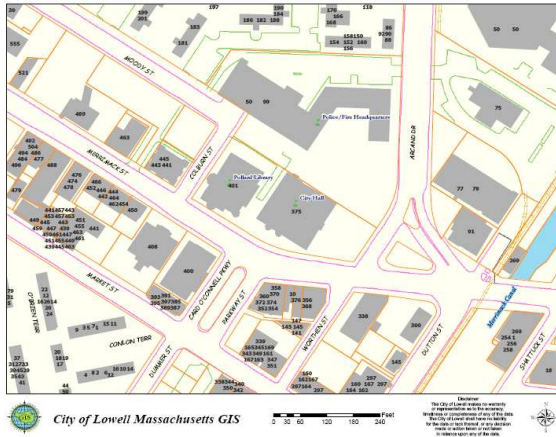
Paper size can be 8.5 x 11 or 11 x 17 only.

Print Assessing data can be checked or unchecked in **Draft Quality Map** option only.

Map Print Window will appear. **(Pop Up blockers must be disabled)**



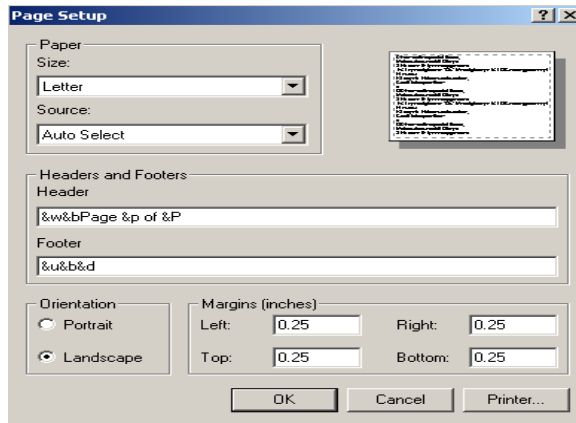
Adobe PDF Map Example



Note: Selected Parcel Outlines will not print using Adobe PDF option only the current map view will print. Adobe PDF does allow user to pick from a select map scale (1" – 100', 200', 400') or creating a custom map scale (1"= ft)


Printer Settings for best results

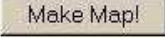
Select File at top of Map Print out screen, select Page Setup
Select Landscape Orientation and adjust margins as shown



Select “OK”

Important Notes on Printing Maps

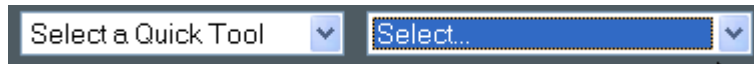
Avoid using ‘print’  from the image toolbar, as this will only print the content of the active window, often only giving you unexpected results.

If you use the  and nothing appears to happen, try minimizing the Lowell GIS page. The new Map Output Window may be hidden behind.

Pop-Up Blockers must be disabled as this may prevent the map window from displaying.

Restart Restarts the Viewer to default settings

Quick Tools and Quick Maps Toolbars



Quick Tools (Drop-Down Menu)

Drill Down ID Tool- Identify GIS Layers selected in the map view (Click in map view and selected GIS layers will return information)

Select Parcels by Line- Select parcels by drawing a line in map (Single click to begin, Double click to end)

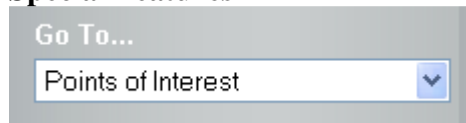
Select Parcels by Shape- Select parcels by drawing a shape follow instructions from popup menu (Single click to begin, Double click to end)

Save Map as JPEG- Save Map view as a jpeg image. Use this to save an image of the map, for example for insertion into a report, or simply for later use

Quick Maps (Drop-Down Menu)

Predetermined thematic map views created with layers visible

Special Features



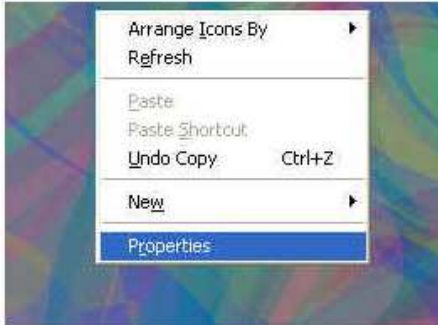
Points of Interest- Select from list of city locations and map will automatically zoom to view. (Example City Hall)

Screen Resolution for Lowell GIS Viewer

Lowell GIS Viewer best viewed at 1024 X 768 resolution or higher

Changing Screen Resolution

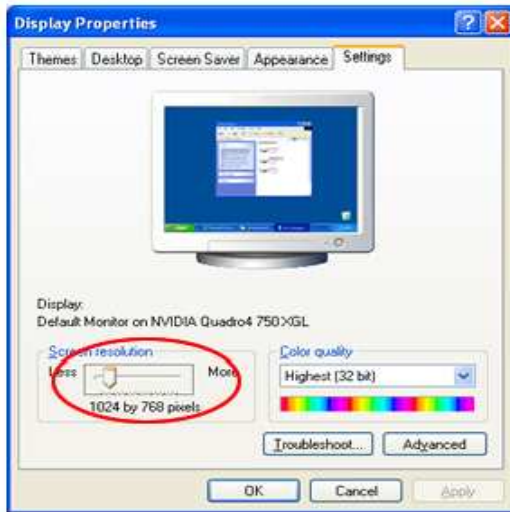
1. Right Click on your Desktop and Choose "Properties"



2. Click on the "Settings Tab"



3. Slide the "Screen Resolution" bar to 1024 X 768.



Close

Lowell GIS interface is optimized for Windows Internet Explorer. Other browsers may work just fine, but not all will display the site correctly.