How to use the DuPage County Parcel Viewer Interactive Web Mapping Application.

Parcel Viewer URL: URL: http://gis.dupageco.org/parcelviewer/

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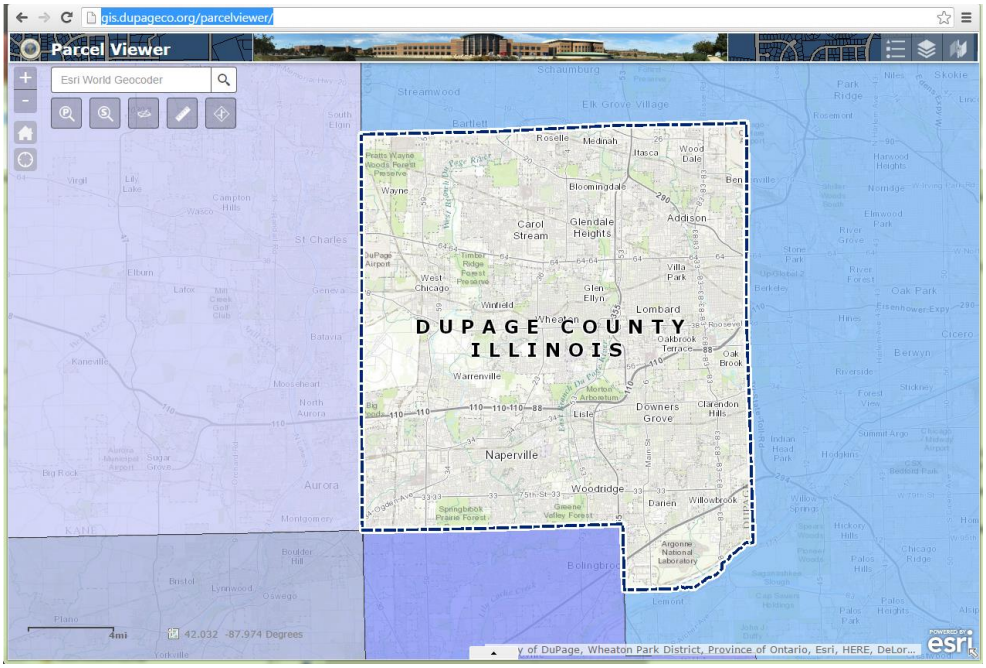
- **Contact Information**

Initial View: (And frequently asked questions)

If the map does not appear as shown below:

A. Make sure you have popup blocker turned “off” for our web site.
B. Try a refresh of the application. If it loads slowly - sometimes the application times out.
C. If a refresh fails – Clear your web browser cache and try a close/reopen of the application in a new web browser.
D. Make sure your web browser has been upgraded to the most current version.

Initial View:



Note: This web mapping application works on a smart phone or tablet.

Frequently asked Questions:

1. **I checked on a layer in the “Layer List” and the data will not display on the map??**

   A. First: Check sub layers.

Make sure all feature check boxes are turned on. They may be unchecked or turned off. Click the "**>**" arrow next to the checkbox to view sub layer check boxes. Note: Several other features in the layer list have this dropdown option. Example "Flood Zones RFM".

B. Several features have scale thresholds set. Even though a feature may be checked "on" they will not display on the map view due to a scale threshold. See question #2 below.

C. You can be zoomed in to close on the map view. Example: Townships, Sections, Quarter Sections and Half Quarter Sections will turn "off". Zoom out to display.

2. Why do the parcels disappear when I zoom way out?

Answer: Several features in the "Layer List" have scale thresholds set. Even though the layer may be checked "on" they will not display due to a scale threshold. When you zoom out beyond a certain scale the parcels will turn "OFF" on your view screen. The web application has been specifically designed this way to improve on-line performance. Zoom in to see additional data\information on your view screen.

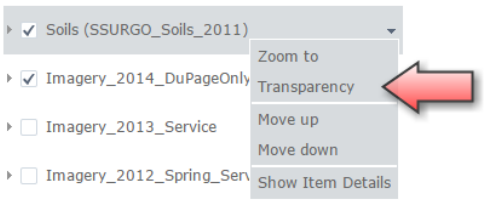
3. I can't see the 2014 Contour lines on the map. Can I change the contour colors?

Answer: No. However, you can change the basemap. In your Layer List turn on the Imagery_2014 for DuPage. The topographic contour data will be clearly visible on the 2014 imagery basemap.

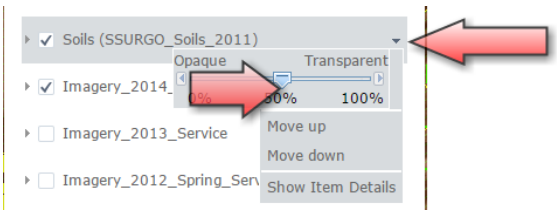
4. Can I make a feature more transparent on the map?

Answer: Yes. Select the down arrow to the left of the feature layer. Select Transparency (Image #1 below). Select the slider button (Image #2 below) and slide to the left or right to make more or less transparent.

#1.

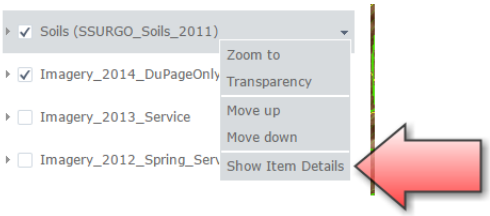


#2.



5. Where can I find additional information or details on a feature?

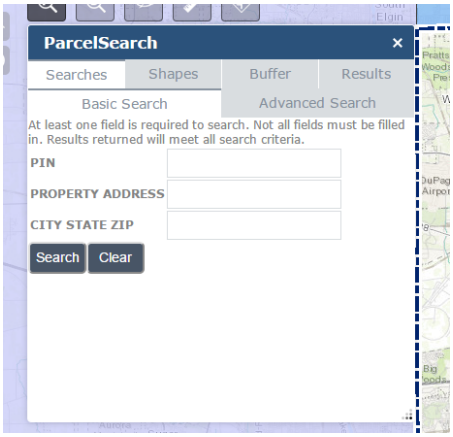
Answer: Additional information about a feature is located in the "Show Item Details" button.



Parcel Search (Find Parcels by PIN or Address Search):

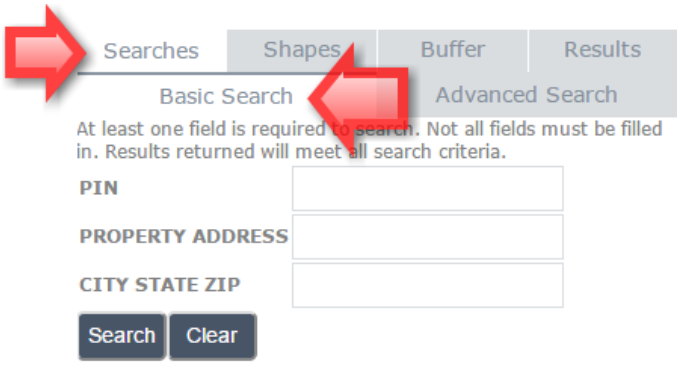
Click on this button in the web mapping application to open the "ParcelSearch" popup window.

Parcel Search popup window:



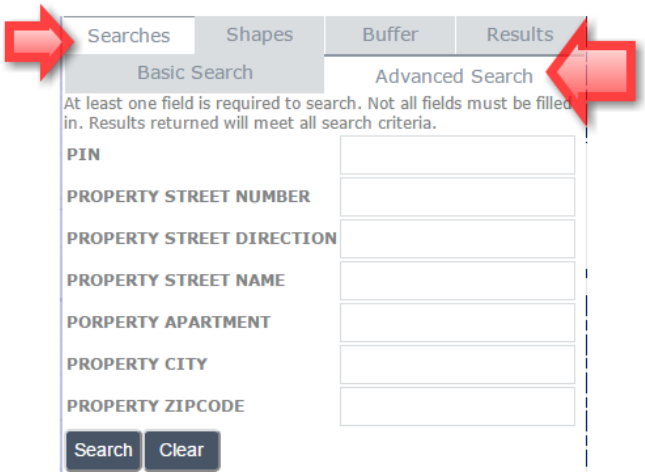
Parcel Search Options:

1. **Searches** Tab.
   A. **Basic Search** Tab – Find a parcel by PIN or Property Address.



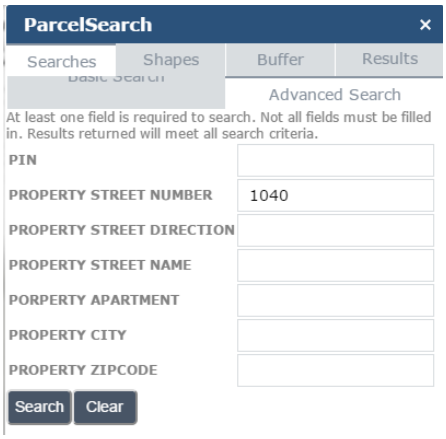
PIN Search: Type in the PIN# without dashes. (Example: 0708404003) Then click on search button.

B. **Advanced Search** tab - Find a parcel by PIN or more detailed property address information.

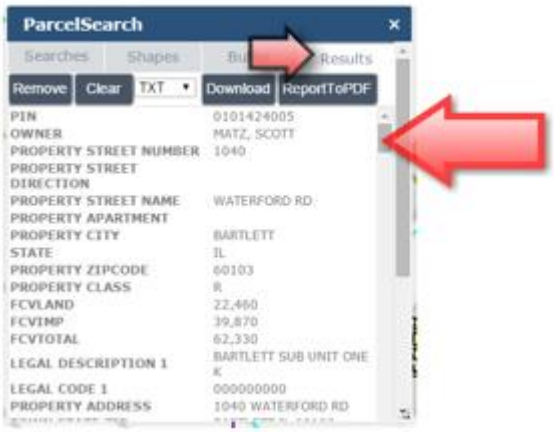


*Note: A full address is not needed for the parcel search tool. Search for an address based on partial information. Example: Type in an "**Property Street Number**" and/or "**Property Street Name**" (Example Below).*

A.



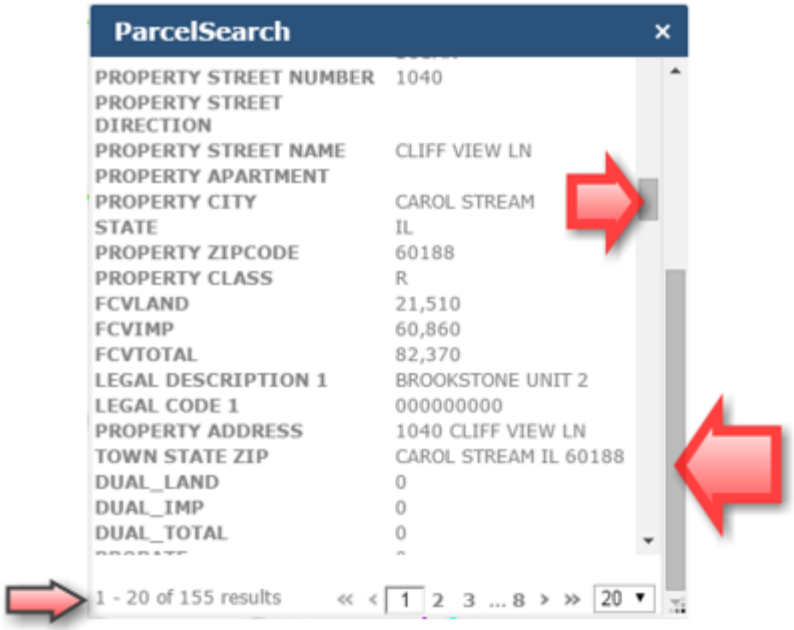
B.



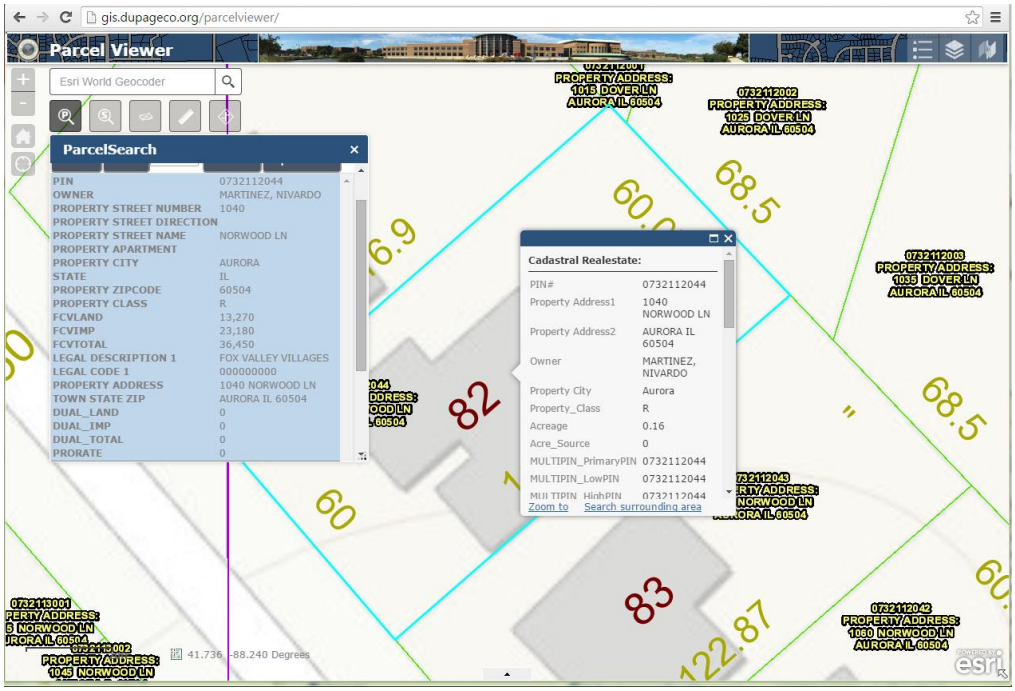
Search Example: (Image A. above) I typed in "Property Street Number" of 1040 and clicked on the Search button. Any address found starting with 1040 will be displayed in the same pop up window "Results" tab (See Image B. above / Results Tab). If multiple addresses are found a slider bar will appear. **Depending on your screen size you may see two slider bars.** One slider bar is for the parcels found and one for the parcel search tool. In the image below (on the next page) I can see 155 parcels were found.

Note: Slider bars work independantly.

Outer Slider bar is for the Parcel Search tool. Left mouse click on slider bar (hold button down) Move cursor up or down scroll to the top or bottom of the ParcelSearch tool.
Inner slider Bar is for the selected parcels. Left mouse click on slider bar (hold button down) Move mouse up or down to scroll through the list of selected parcels.



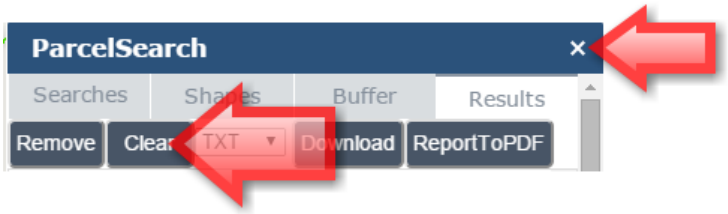
Note: **Zoom to a selected parcel. Just click on a parcel in the search results list. The parcel selected will turn blue (in the results list) and your view screen will auto zoom into the selected parcel. (See image Below).**



Property Search "Results" Options

1. **Remove Button** – You can select/highlight a parcel in the results window and remove it from the list.
2. **Clear Button** – Clears "all" the selected Parcels in the Results list.
3. **Download** – Download selected Parcels (tabluar data only) to a TXT, CSV, PDF, XLS, or XLSX file.
4. **ReportToPDF Button** - Creats a PDF report map of the selected parcel tabular data.

Note: If you click on the [X] (See image below) and close the Parcel Search popup window. The results or parcels selected will not be lost. They will remain selected on screen until you reopen and click on the "Clear" button in the Results tab.

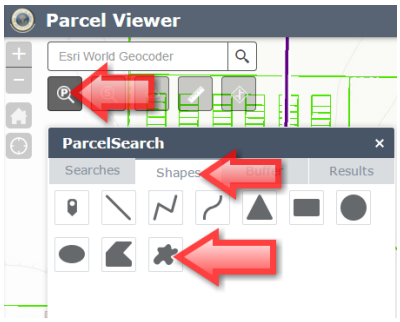


Parcel Search (Find Parcels by Map Selection or Shape):

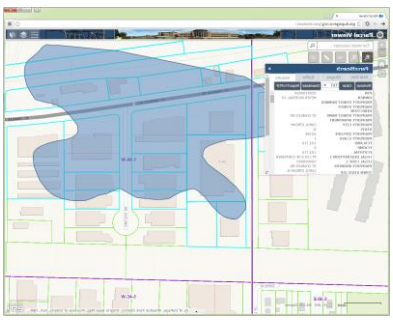
1. Zoom into desired area.
2. Click on the Parcel Search Icon. Open the Parcel Search popup window.
3. Click on the "Shapes" Tab.
4. Select/Click on a shape to use. (See Image "A" below)
5. Select parcels on your view screen based on the shape you selected. *Note: For polygon shapes - left mouse click (hold button down) and draw shape.* (See image "B" below)

Note: Selected parcels turn light blue on your view screen and will be displayed in the results tab. There is a maximum selection of 1000 parcels for this search tool. **See "Recent Enhancements to the DuPage Parcel Viewer Web Mapping Application" located at the end of this PDF document. The Parcel Viewer shape selection by "Point" option has new functionality.**

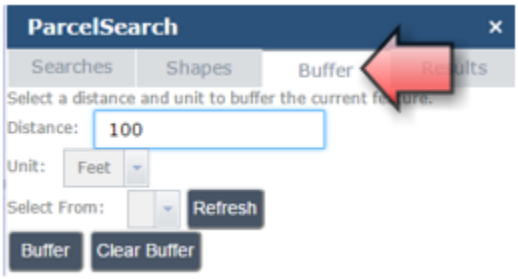
A.



B.



Parcel Search (Buffer Selected Parcels):



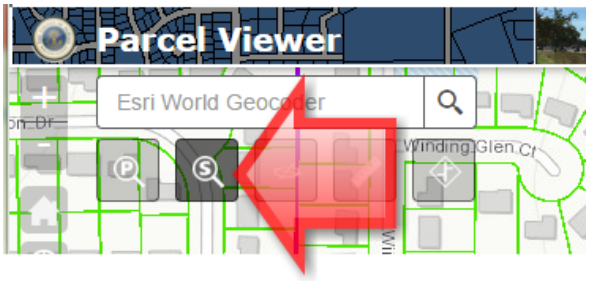
After selecting a parcel or multiple parcels you can use the "Buffer" option to select additional parcels based on a search distance.

1. Select parcels using "ParcelSearch".
2. Click on Buffer Tab.
3. Specify the distance of the buffer. (250 is the default)
4. Specify Units = Feet (This is the default).
5. Select from: = Parcel Search Results (This is the default).
   - Additional "Select From:" options.
     A. "Feature in map popup window"
     B. "All features in map popup window".
     If you click on a parcel in your view screen to display the Cadastral Real-estate popup information. The parcel selected would be **A**. Feature in map popup window.
     If you select multiple parcels to display the Cadastral Real-estate popup information. The multiple parcels selected would be **B.** "All features in map popup window".
     If you buffer using A, B or the default the results of the buffer selection will be displayed on screen and in the Results tab.
6. Click on "**Buffer**" button.

Note: A Buffer is created from the edge of the parcel. Buffers will be drawn on the view screen. Any parcels touching the buffer are selected (highlighted in light blue) and added to the results tab. Image Below - Example of 100Ft. Buffer:

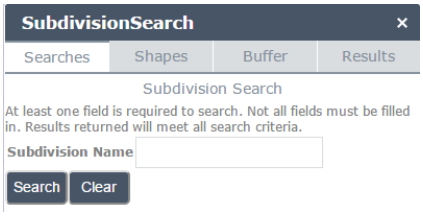
Clear Buffer Button – Removes the dashed buffer outline from your view screen. Parcels selected by the buffer option will still be displayed on your view screen and in the parcel search "Results" tab. You must clear your "Results" tab to remove the selected parcels highlighted in light blue.

Subdivision Search (Find Subdivisions by Name):



Click on this button in the web mapping application to open the "SubdivisionSearch popup window.

Subdivision Search popup window:



Subdivision Search Options:

Searches Tab. / **Subdivision Search** Tab (Find a Subdivision by name). Type in the name of a subdivision. (Example: King) A drop down menu will appear. Select an existing subdivision name to zoom into on your view screen.

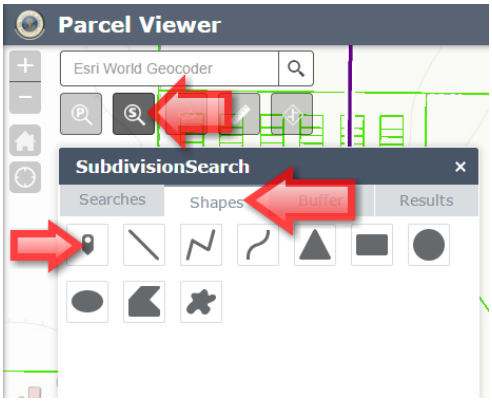
Subdivision Search (Find a Subdivision by Map Selection / Shape):

1. Zoom into desired area.
2. Click on the Subdivision Search Icon. Open the Subdivision Search popup window.
3. Click on the "Shapes" Tab.
4. Select/Click on a shape to use. (See Image "A" below)

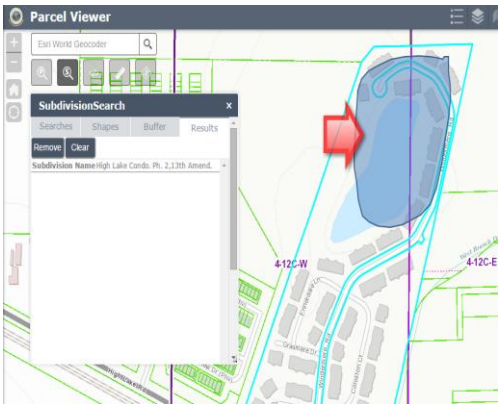
5. Select a subdivision or area on your view screen based on the shape you selected. *Note: For polygon shapes - left mouse click (hold button down) and draw shape* (See image "B" below).

Note: Selected subdivisions turn light blue on your view screen and will be displayed in the results tab. There is a maximum selection of <u>1000</u> subdivisions for this search tool.

A.



B.

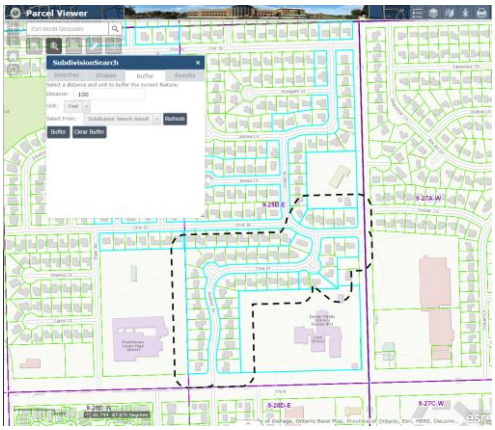


Subdivision Search (Buffer Selected Subdivisions):

After a subdivision has been selected. Click on the buffer tab. Specify the distance of the buffer. Set the Select from: = "Subdivision Search Result". Click on Buffer button.

Subdivision Search Options

Results of Buffer:

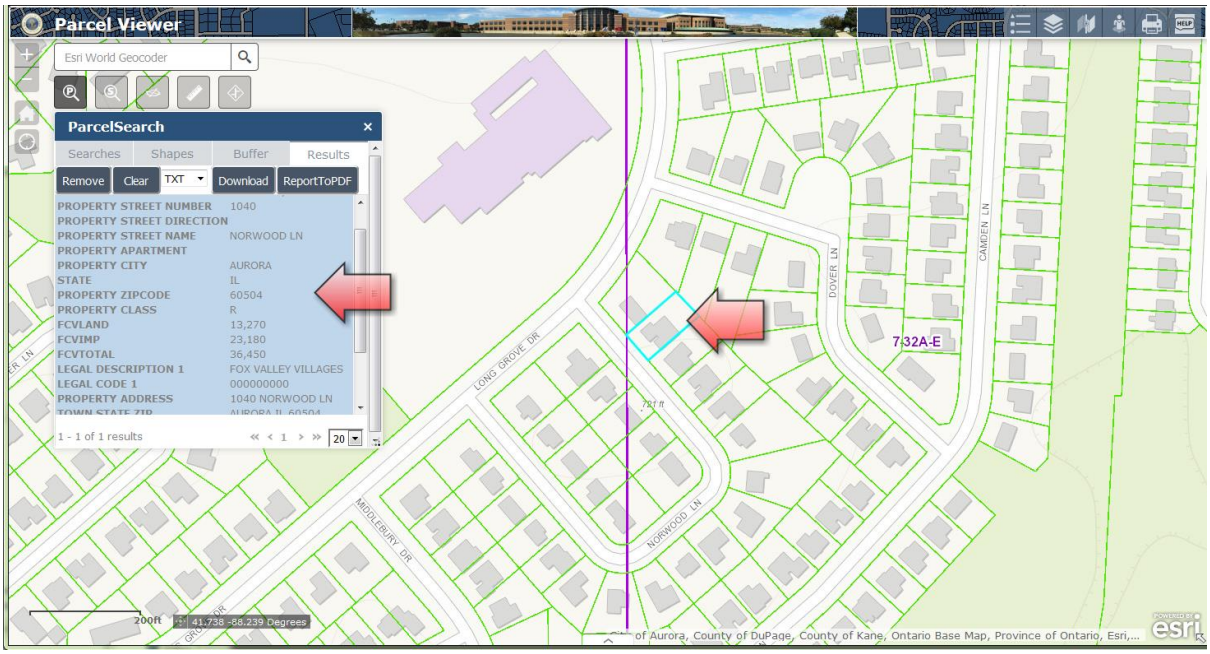


*All selected Subdivisions will be listed in the "Results" tab.

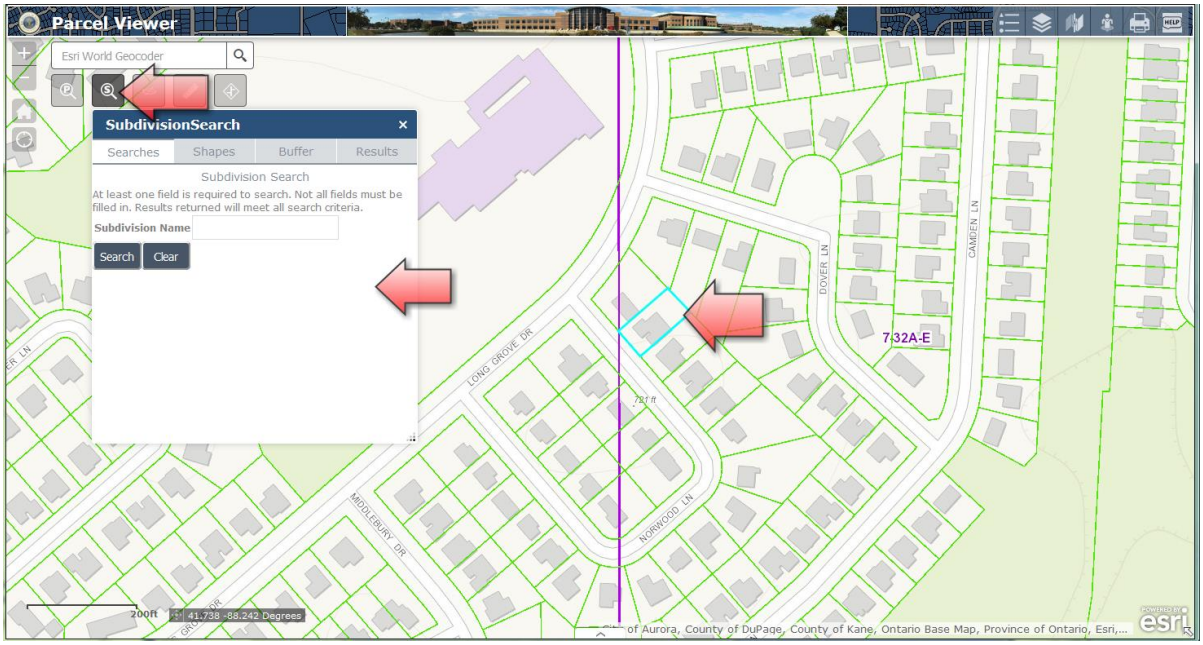
Parcel used in Subdivision Search (Select Subdivisions with Selected Parcel):

Use the "ParcelSearch" to locate a parcel. Next use the parcel to find a subdivision in the "SubdivisionSearch". Both tools can be used together. Example Below.

1. Select a parcel (or several parcels) using the ParcelSearch.

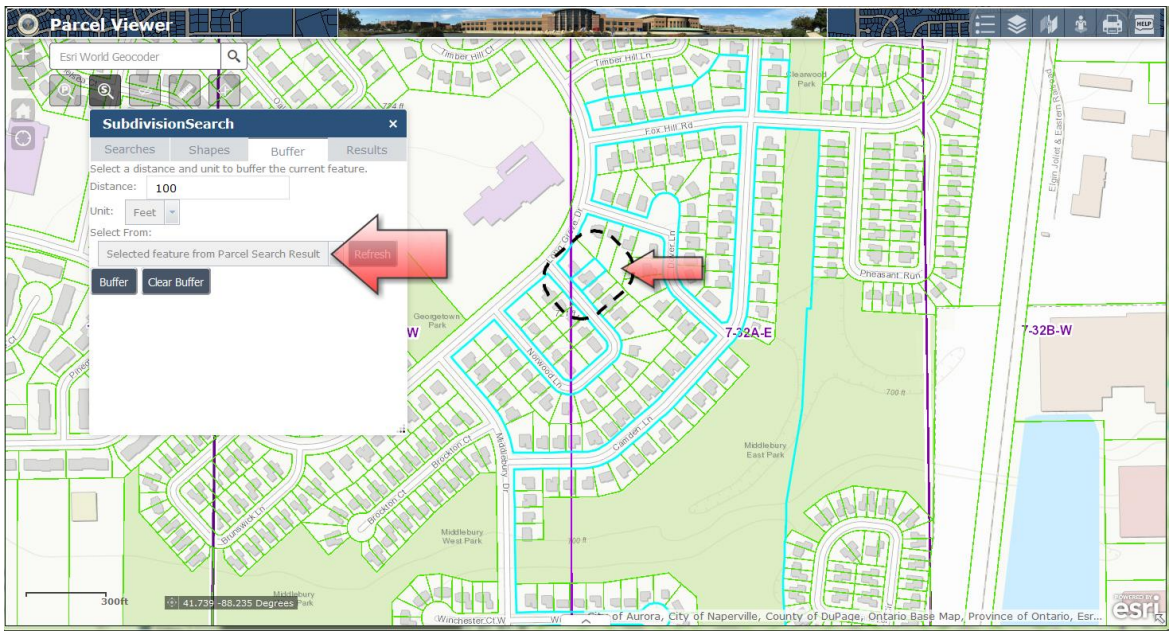


2. Next click on “SubdivisionsSearch” icon. The parcel will still be selected.

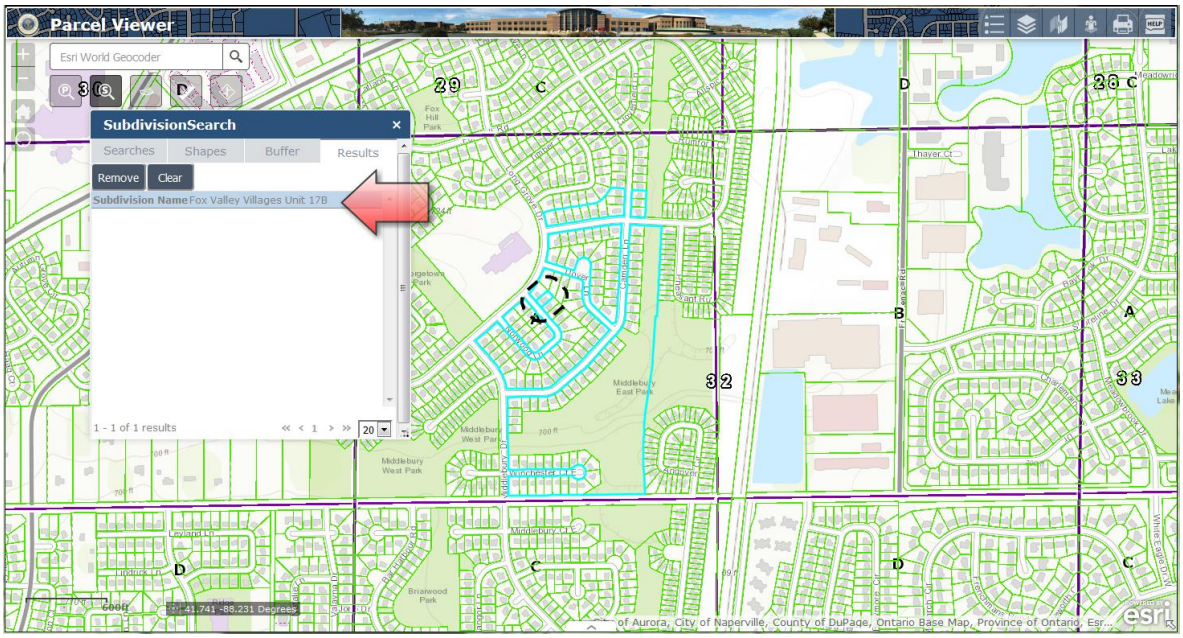


3. Click on the Buffer Tab. Set your buffer distance. You will notice a “Select from:” option called “Parcel Search Result”. Use this option for the buffer. The parcel will be buffered, any subdivision touching the buffer will be selected (highlighted in light blue) and added to the into Results tab.
   Notes:
   A. If the parcel is on the edge of two subdivisions you cannot perform a buffer of zero “0”. A buffer can only be 1 or greater. The results of the buffer would contain two subdivisions.

B. To clear all selections you must clear the parcel search results and the subdivision search results and the buffer. Closing the search windows will not reset the search results.

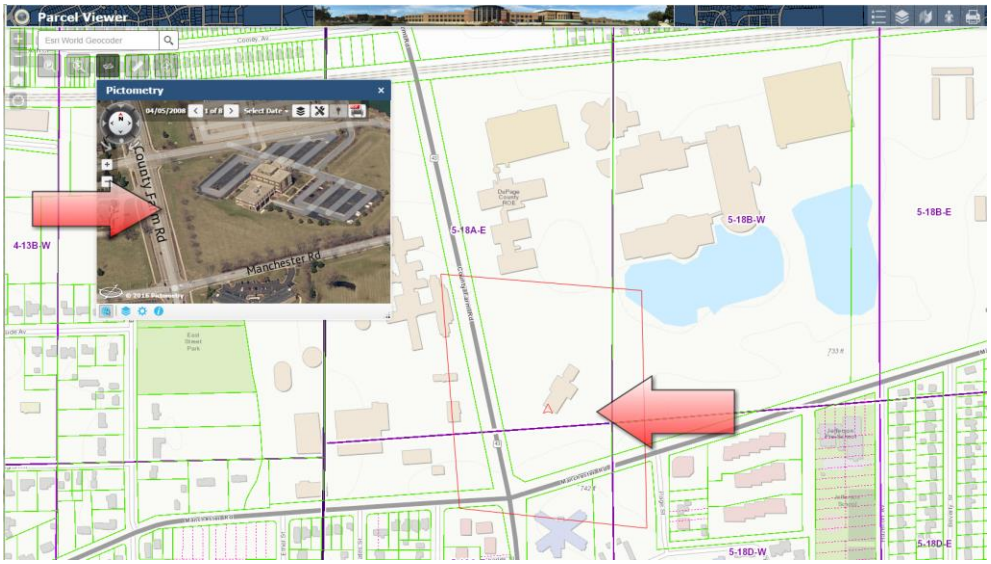


4. Results Tab: Fox Valley Villages Unit 17B has been selected.



Pictometry (Button):

Click on this button to open the “Pictometry” tools. Your mouse cursor will change to show a arrow with the Pictometry icon. Select or click a location on your view screen. This will open a oblique image of the selected location in the Pictometry popup window (Example below). You will see a red box on screen this box shows you where the image is located and the direction the image.



Pictometry Image Viewer:

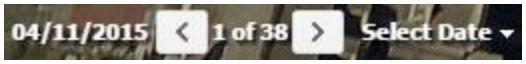
The Pictometry image viewer contains a dashboard with a number of tools on it. The list below describes all the buttons and their functionality.

1. View direction

   The buttons on this tool let you choose the direction you'd like to look at the selected location from. You can click the arrows within the compass to jump to a specific orientation, the circle at the base of the compass to get a straight-down orthogonal view, or the curved arrows at the bottom to rotate the current view.

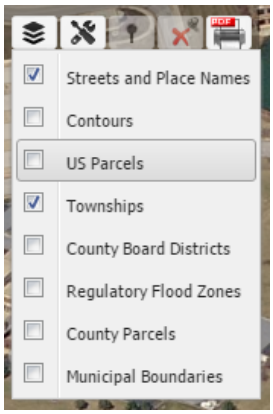
2. Image selection

   One location may be visible in multiple images. There may also be images from different years available. Use the image selection controls to find the image you'd like to work with. On the right-hand side of this set of controls is a drop-down list that lets you specify the year you'd like to view. In the middle, you'll find Previous and Next buttons to scroll through the images that match the year selection. The date that the current image was taken is shown on the left.



3. Layers

   Click the Layers button to enable and disable Pictometry layers that are accessible in the popup window. Note: Not all map layers are available in the Pictometry Viewer as displayed in the Parcel Viewer.



4. Tools

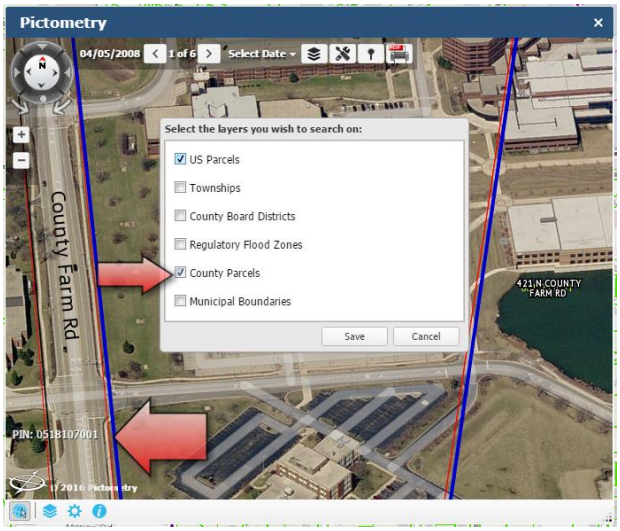
Clicking the Tools button opens a menu containing all of the tools you can use on a Pictometry image. You can save the current view with the Export Visible Area tool and view other information about the image with Identify Point, and Identify Box. To activate a tool, just click it in the drop-down menu.

A. Pan: Left mouse click on Pictometry view screen hold down and pan in any direction. Release button to complete pan. The view box in the parcel viewer will update when

B. Export Visible Area: Selecting this button will export / create a JPG image of the current Pictometry view and save it to your local workstation.

C. Identify Point: Will identify any layers turned on in the "Select layers you wish to search on:" menu. To access the available layers click on the down arrow in the "Identify Point" button. This will open the available layers. Click on any layers to identify. Click Save button.

Example: Check /Turn on "County Parcels" in the dropdown arrow / menu. Click Save. Next when you identify a point on the Pictometry screen the PIN will appear for the point identified. In the lower left hand corner.



D. **Identify Box:** Same options as “C” shown above. To start drawing a box single “left mouse click” on the Pictometry view screen. Move mouse - a box appear on screen, left mouse again click to finish drawing box. Note: All parcels will be highlighted in thick black line Main parcel will be highlighted in blue.

5. Hide Annotations

If you've added annotations (or highlighted parcels) to your image by using one of the Identify tools, the Hide Annotations button will become enabled. Click it to toggle the visibility of the annotations on or off.

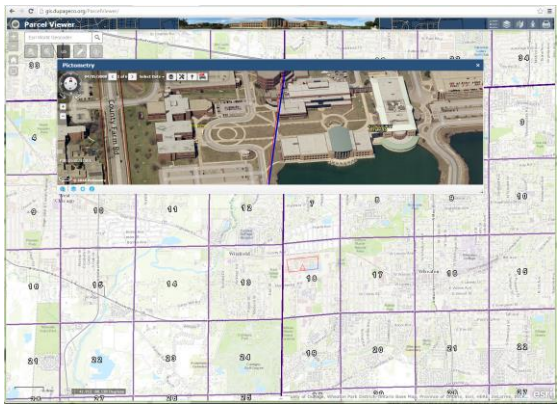
6. **Export to PDF** – (See image Below) Exports a simple map containing the current Pictometry Image.

Note(s):

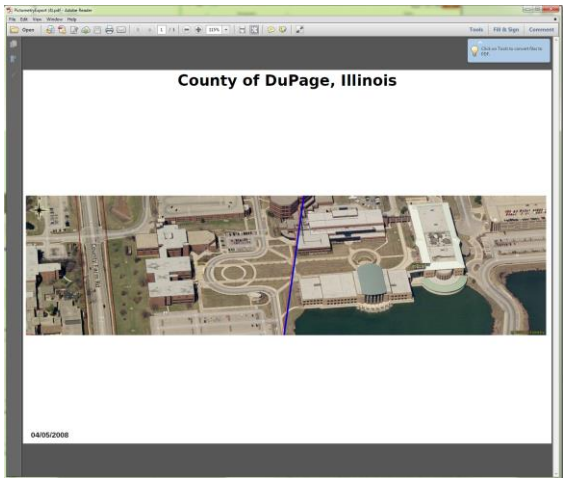
A. A title for the map can be added during the PDF map export.
B. If you increase or decrease the size of the Pictometry Popup window, this affects the PDF map output. Example #1 and #2 shown below.

Note: To increase or decrease the size of the Pictometry pop-up window; left mouse click on the lower right hand corner (hold down mouse button) move mouse to expand or reduce the size of the pop-up window. Release mouse button to complete process.

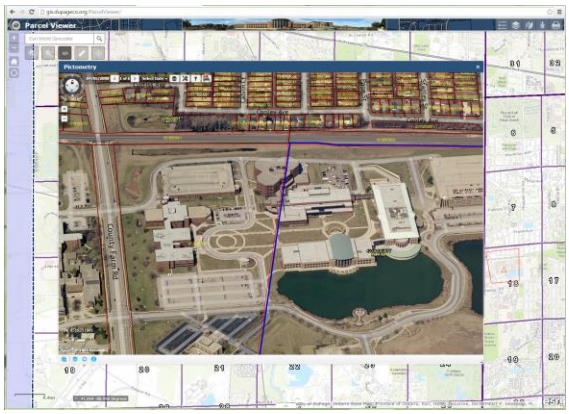
Example #1: Size of Pictometry window increased in width.



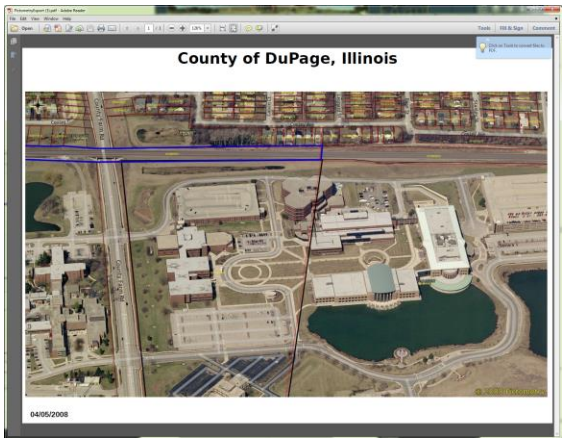
Output Example #1 (from image above). Width of image increased in PDF output.



Example #2: Width and Heigth increased of Pictometry window shown below.



Output Example #2 – PDF from Image above. Width and Height increased in PDF output.



Toolbar

The pictometry widget has a toolbar at the bottom of the window that contains several buttons.

By default, the visible buttons are:

1. Select Location tool

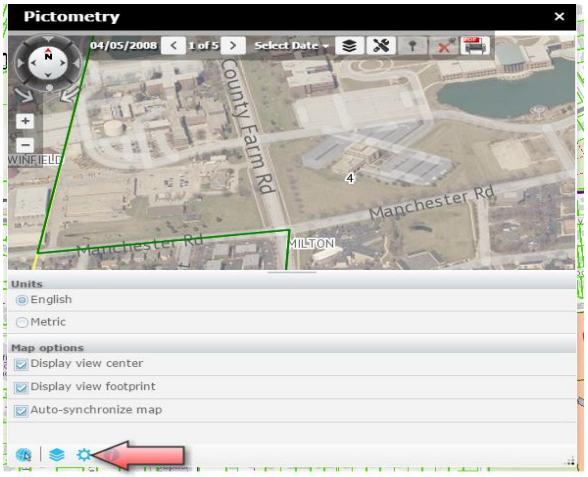
   This is a toggle button that activates and deactivates the select location tool. The mouse cursor changes to signal that the tool is active. Depending on the browser, it will either be a pointer with a Pictometry icon or a standard crosshair. Clicking on the map view will center the Pictometry image viewer on the location you clicked. When the tool is deactivated, the mouse cursor goes back to normal and clicking the map results in the default behavior.

2. Blue Layers Button (NOTE: Not **available in the "Parcel Viewer" as this time**)

   Clicking the Layers button displays a menu that contains a list of all the available layers in the map. Layers can be enabled and disabled by clicking the checkbox next to the label name. Only layers that have been set as user-configurable by the app creator are displayed in the menu.

3. Options

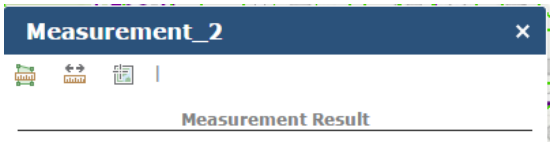
   The Options button reveals a menu containing the options that a user can set. By default, the user can change the units of measurement, whether or not to display the view center and footprint, and whether or not to synchronize the image and map views.



4. About - The About button displays a modal dialog box that contains information about the widget. It lists version information that should be recorded if you encounter a problem or need support with this widget.

Measure Button:

Measurement options: (Area, Distance, Longitude & Latitude)

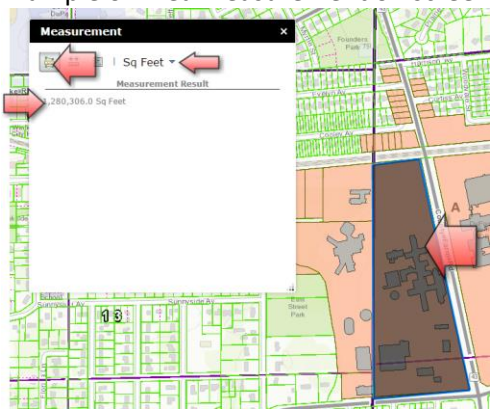


Measure Button options:

Area: Get the measurement of an area in the view.

How to Use Area: Select the Area button. Set units to Sq. Feet. Draw polygon around an area. Double click to finish. The total area results will be displayed in the popup window.

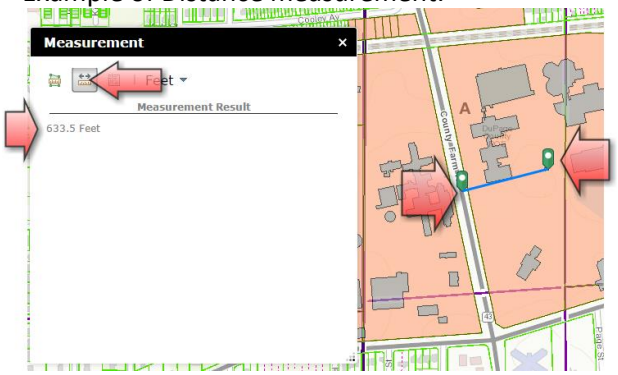
Example of Area measurement on screen:



Distance: Get a distance measurement on screen.

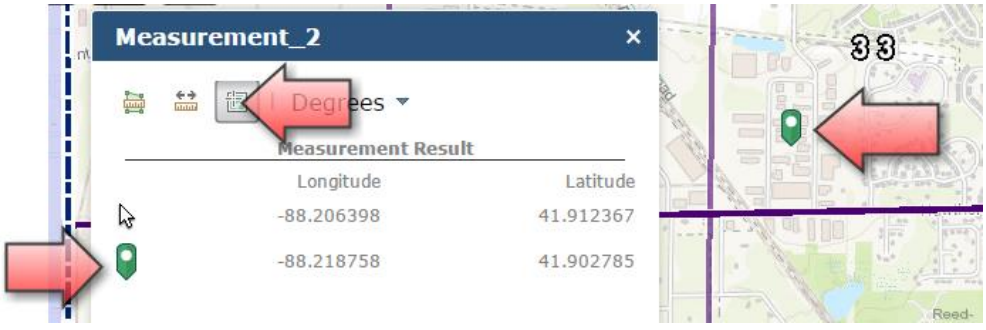
How to Use Distance: Select Distance button. Select Units. Click on screen with a start point. Double Click to end. Distance will be displayed in the popup window.

Example of Distance measurement.

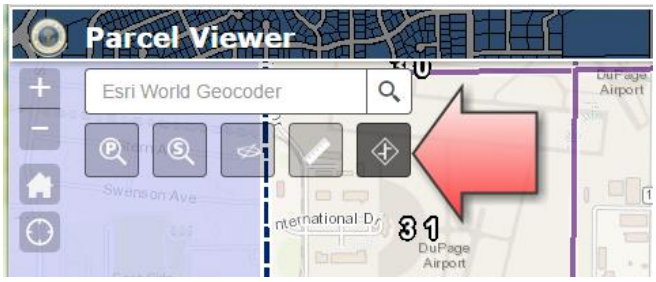


Location: - Latitude/Longitude - get coordinates for a point location.

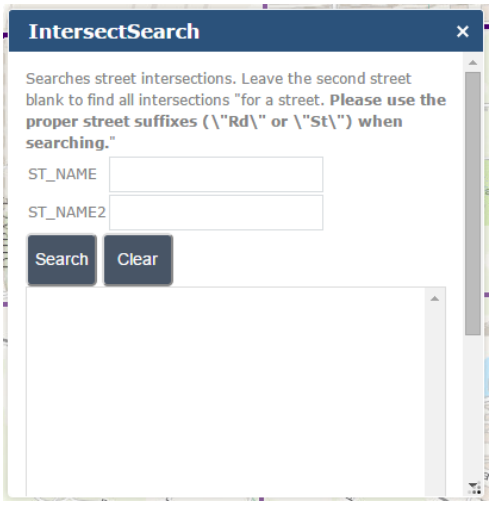
How to use Location. Select Location button. Click a location on screen. Lat Long values will be displayed in the Measurement popup window for the selected location.



Street Intersection Button:

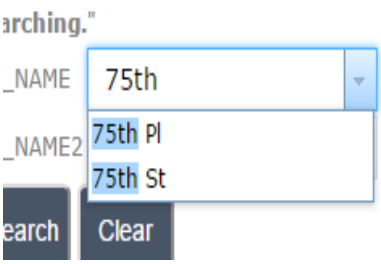


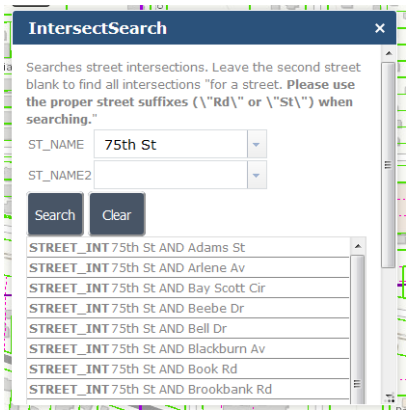
The “IntersectSearch” tool allows you to search for a street intersection by typing in one or two street names.



Example: ST_NAME Type in “75th St”

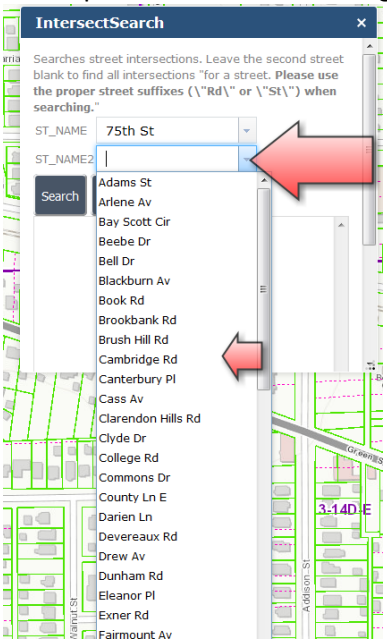
Note “.” Dots are not needed (Example “St.”) Just type in “St” only. Or you can start typing in a name Like “75th” without a St or PL and select the down arrow. This will show you what street names are available. Select a street name.



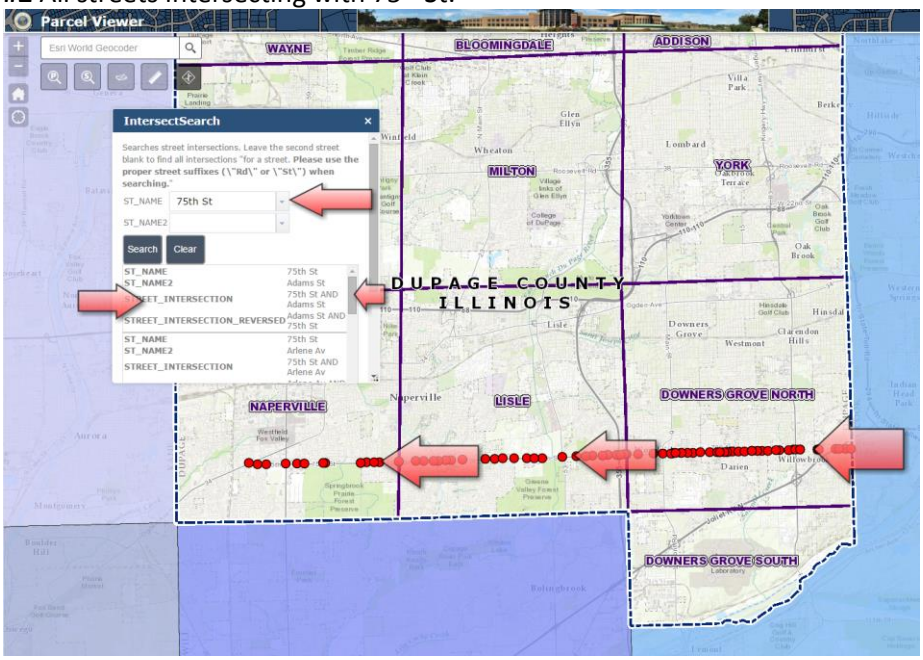


After you enter the first ST_NAME (or street name) click on the ST_NAME2 down arrow (See image **#1** Below). A list of intersecting road names will be displayed. You can select a street name from the drop down list or type a second intersecting street name. If a second street name is not entered, you can click on the search button. All the intersecting streets will be highlighted and displayed on the view screen. (See image **#2** below).

#1 Drop down list of intersecting streets



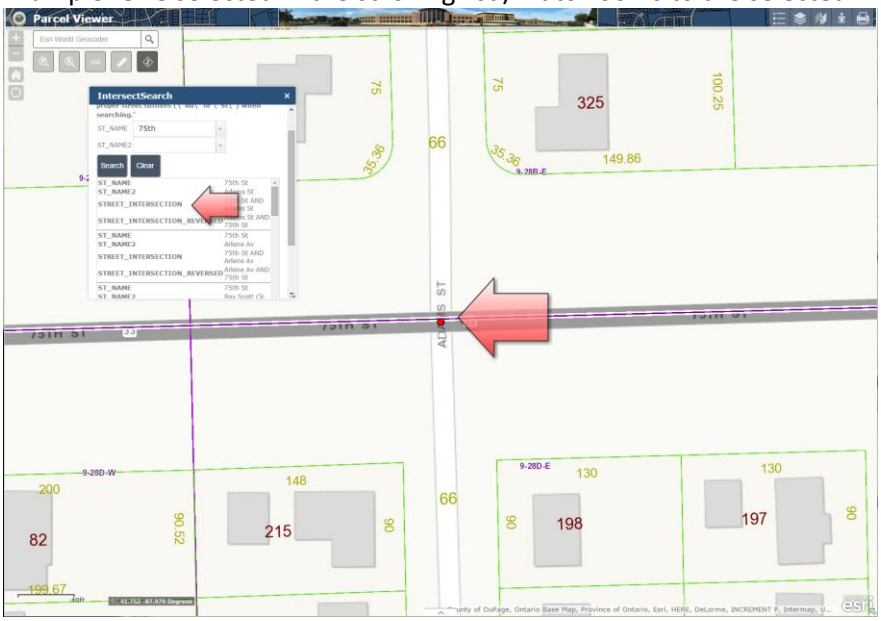
#2 All streets intersecting with 75th St.



After you performed an IntersectSearch:

If multiple intersections are found you can select an intersection displayed in the search results scrolling list. When you select an intersection from the list your selection will highlight in the color light blue. Then your view screen will auto zoom into the selected intersection.

Example: One selected in the scrolling list / Auto zooms to the selected intersection.



Header Controller Buttons:

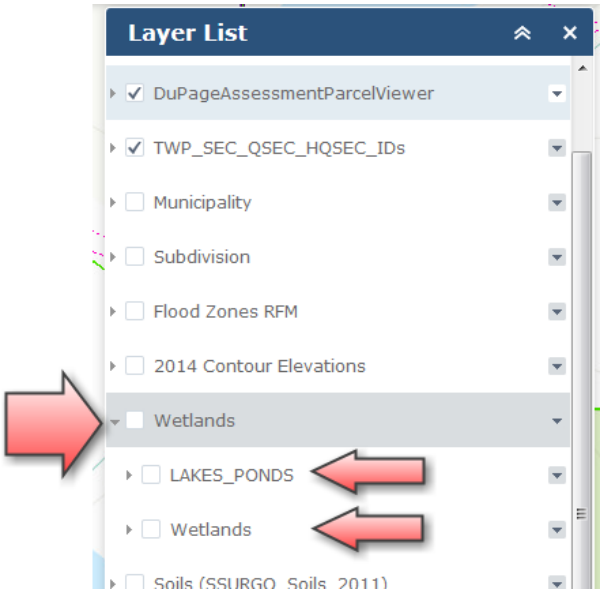
Legend:

Click on this button and the Legend will appear. Certain features have scale thresholds on the map. Features will turn on or off in the view screen and the legend depending on your map scale.

Layer List:

Click on this button to display what layers are turned on or off in the map view.

Note: A layer maybe checked on but due to a scale threshold or sub layer being unchecked the data may not be visible on screen. (See the example below).
Example Wetlands Layer: Has two sub layers Lakes_Ponds and Wetlands. Make sure all three boxes are checked on. Several other layers in the Layer List have sub layers which can be checked on or off.



Historical Imagery Slider:

Click on this button to open historical years of DuPage County imagery. A popup window will appear in the view.

Left mouse click on slider box (hold button down) and side up and down. Release mouse button when finished. Or click on each individual year of imagery in the list. *Note: You may see a delay while the imagery is loading to your view screen.*

Draw:

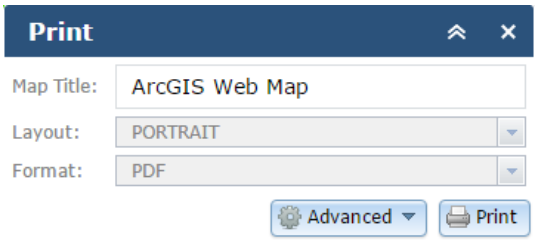
Draw on the web map. Add lines, polygons and text on the web map and print the results.

Print:

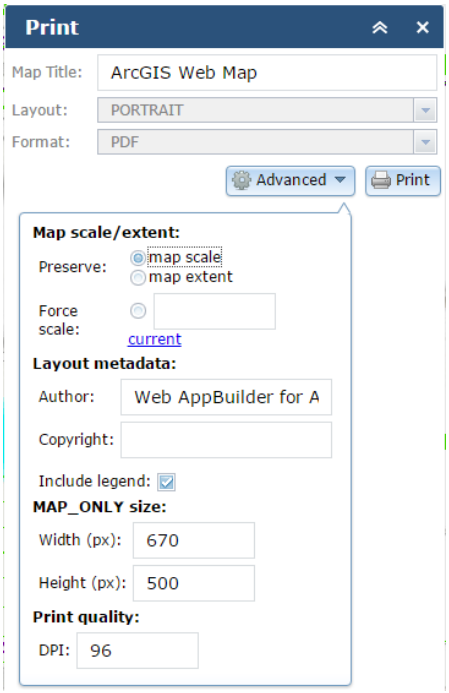
Export a PDF Map (Save Locally). This will create a PDF map of your current Parcel Viewer map.

Options:

1. Set a Map Title.
2. Change the Print Layout: Portrait or Landscape. Page sizes available 8x11 or 11x17.
3. Change Print Format.

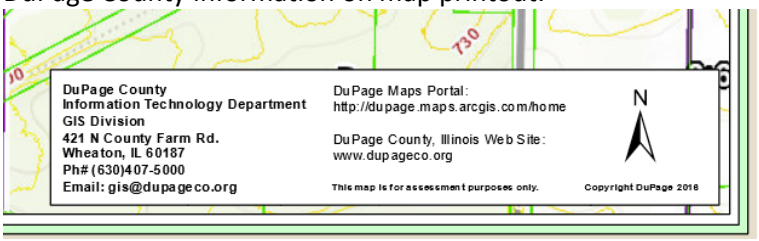


Advanced Print Settings Button:

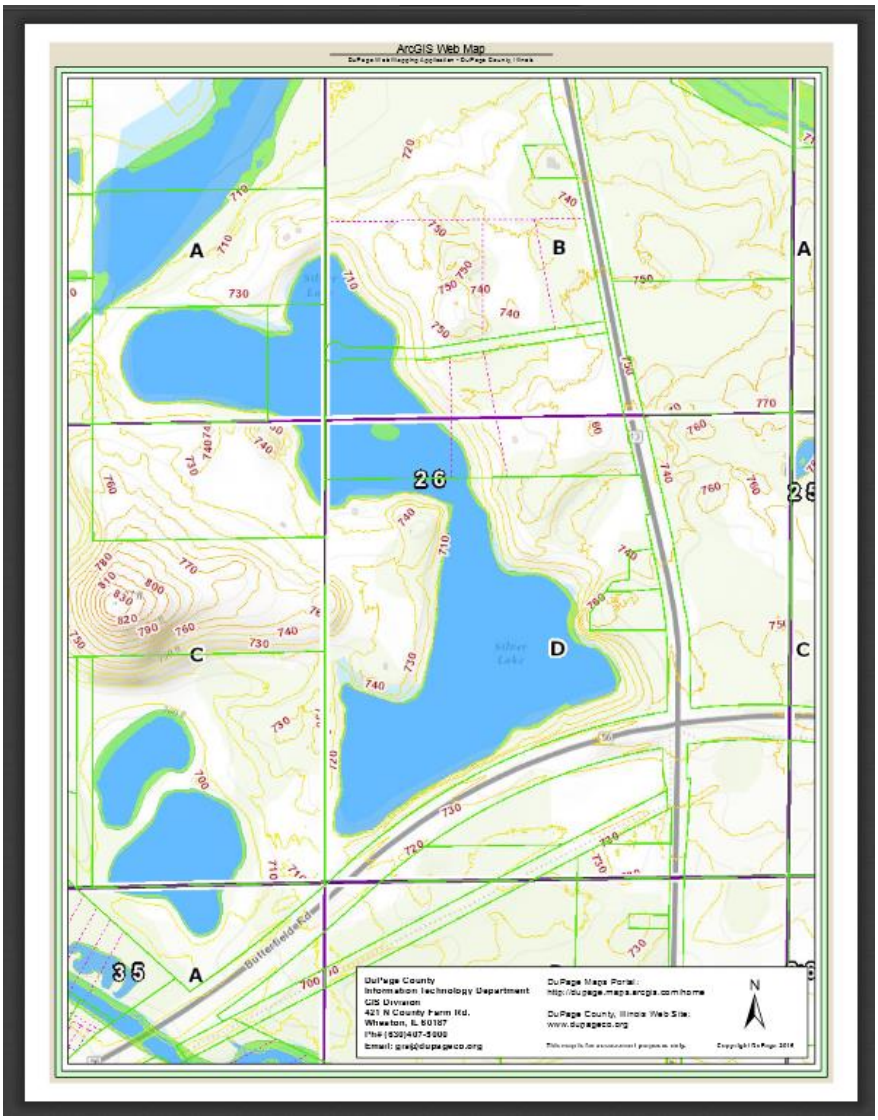


Note: **A legend is not available for a map produced with this application**. Unchecking the “Include Legend” check box will not remove the DuPage County information displayed on a map printout. See image below.

DuPage County Information on map printout:



Example Print:



Help:

Opens this PDF Help Document.

Zoom Tools and Options:

Options to zoom around the map.

1. Zoom tools in the upper left hand corner of the map.
2. Use your mouse wheel to zoom in and out on the map.
3. Or zoom into a specific area on the map: Hold your keyboard "Shift" button down and left mouse click on the map (hold the mouse button down) and draw a red window zoom box. Release the mouse button to auto zoom into the area you defined.

Additional Help and Support:

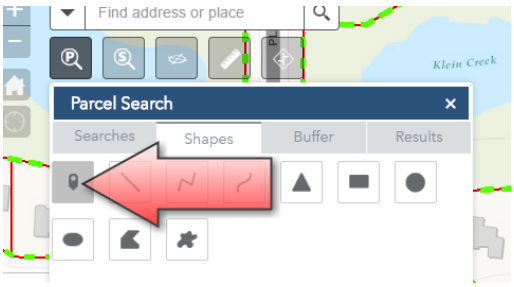
- When you open our interactive web mapping application you may need to upgrade Adobe Flash player on your workstation\laptop. If you skip the upgrade the application may not operate properly.
- If application fails to load properly. Try to close and reopen of the web application - clear your cache. Reboot your workstation.
- Make sure you turn "**OFF**" pop-up blocker in your web browser for our site.
- Internet browser and version: Have you upgraded to the most current version of your internet browser. The application may not operate properly in older versions.

Recent Enhancements to the DuPage "Parcel Viewer" Web Mapping Application

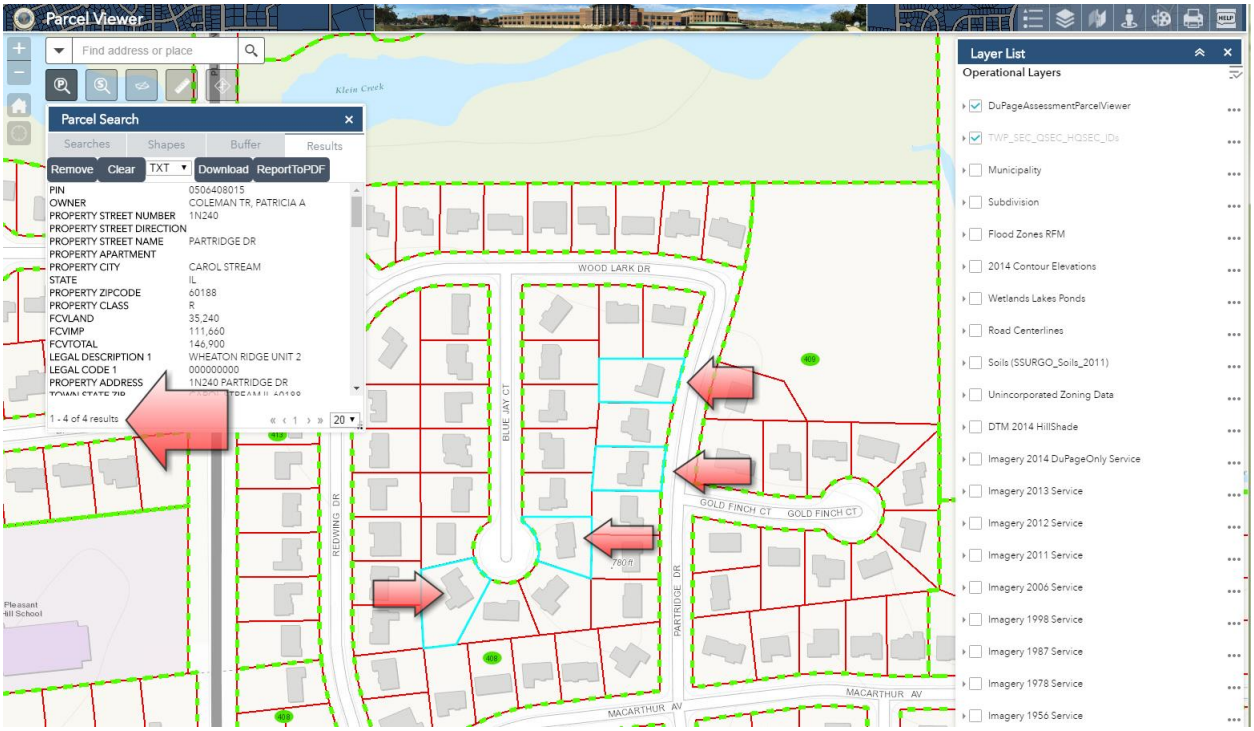
New enhanced functionality:

1. **New option: Parcel Search - Enhanced shape selection by "Point":**
   As of January 4th 2017 you can now select multiple parcels with the shape selection by "Point" option (See image below). Previously you could only select one parcel at a time which was displayed in the "Results" Tab. Now you can select multiple parcels with the "Point" option and **all** selected parcels will be added into the "Results" tab.

Select Parcels on the map using a “Point”.



Example: Selected four parcels with the point option. All four parcels were added to the Results tab/list.

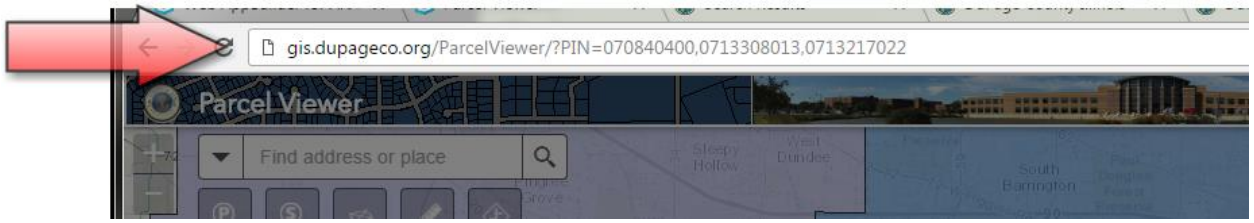


2. **New option: Select multiple parcels when opening the Parcel Viewer web mapping application.** You can select multiple parcels buy adding a comma separated list to the end of the URL (Example below). This URL option allows you to select multiple parcels when opening the app. All the PIN’s will be added into the results tab (As long as it’s a legitimate PIN). Then you can zoom into each PIN from the results tab.

   Example of selecting three PINS when opening the application:
   http://gis.dupageco.org/ParcelViewer/?PIN=0708404003,0713308013,0713217022

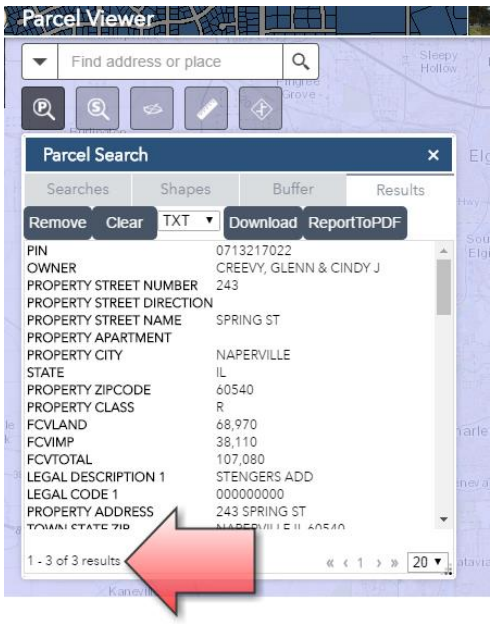
   URL: **http://gis.dupageco.org/ParcelViewer**
   Add to the end of the URL: **/?PIN=(Type in a valid PIN),(Type in a valid PIN) Etc….**

Type in the URL with PIN's in a browser window and hit enter. The app will open.



Note: Make sure the PIN's are valid. Any PIN's not found (or typed in incorrectly) will not be added to the Results tab. Make sure the PIN's are comma separated. The Max # of PINs that can be added to the end of the URL path is 100 PIN's.

Next: After the application opens see the Parcel Search Results Tab (See Image Below). All three PIN's from the example above were selected and added to the Results.



Contact Information:

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