

Basic Instructions for MapGeo

6 Menus: (enable by clicking on title)

Maps:

Options:

1. *Base Maps:*

You can change base maps from the pull down list of base maps. List includes:

Base Map	
Aerial Photo, 2012	MapQuest Aerial Photo
MapQuest	Open Street Map

Transparency can be adjusted using sliding bar under the pull down menu.

2. *Thematic Overlay:*

You can change the overlay to the base map from the Thematic Overlay pull down menu. Overlays include:

Zoning	Land Conservation
Topography	Land Use
Trash and Recycling	Natural Resource Protection
Precincts and Places of Interest	Water Resource Protection
Wetlands	

Transparency can be adjusted using sliding bar under the pull down menu.

3. Legend – Pull down menu. The left side of the pull down menu shows the legend for the base map and right side shows the legend for the thematic overlay.
4. Printable Map – Pull down menu. This allows you to create a printable map and chose paper size and drawing scale.
5. Link – This link can be copied into an email or other document to return to a specific spot on the map.

Search Properties:

1. Type in address you are looking for WITHOUT extension (meaning do not type in: street, st, lane, ln, avenue, ave, etc.).
2. Select appropriate address.
3. Three ways to sort; by address, Owner, Property ID.

Property Info.:

1. This window shows the information for the selected parcel.
2. The parcel is selected by either clicking on it or by using the Search properties Menu.
3. Once a property is selected, clicking PropertyRecordCard brings up the Patriots Properties website for that specific piece of property.

Abutters:

1. After selecting a parcel with either the search properties menu or by simply clicking on the parcel, open the Abutters menu and type in a distance to get abutters within that distance.
2. A spreadsheet or mailing labels can be created after typing a distance.
3. The addresses can be sorted by Address, Owner or Property ID.

Town of Danvers:

This menu allows for a place to send comments back to me regarding issues with the site' as well as contact information and a disclaimer regarding the information provided.

Help:

This menu gives help topics in all areas of the website.