




County of Peterborough Web-GIS Tips & Tricks - Search the Public Web-GIS -

Purpose: How to use the four custom search tools in the County of Peterborough's Web-GIS.
(<http://peterboroughcounty.geocortex.com/Geocortex/Essentials/Rest/PublicLaunchPage.aspx>)

- 1) Searches can be access from the orange  button or the Search menu in the advanced toolbar.
- 2) There are 3 custom searches available in the Geocortex: (1) Roll Number, (2) Address, and (3) Township.

Roll Number:

An exact match with an existing 15-digit roll number will return matching results.

Address:

With a minimum of 3 characters entered, a list of available street names within the County will be displayed to select from. An address number can then be entered to narrow the results. If no address number is entered, all addressed (e.g., non-vacant) properties associated with that street name will be returned.

Township (Lot/Concession):

Starting with the geographic township (e.g., historic township associated with early surveys), select a concession and lot to identify parcels found within. (Note: due to difference in mapping layers, some parcels not actually located within the selected lot & concession may be returned.)

** Note: The yellow progress bar will run while the system searches the database for matches. The speed of the results can be affected by the amount of traffic on the site.

- 3) Properties matching your search will be listed in the results window (at left) and marked in red on the map. To identify a particular property, hover over the listing in the results window and the parcel will be highlighted in yellow on the map.
- 4) To display the legal description or roll number for any parcel, double-click on the results entry or identify the parcel on the map and click "View Additional Details" in the Map Tip that opens.
- 5) Properties matching search results are highlighted in red. Beginning a buffer will remove the red colouring. This can be done in 2 ways after completing a successful search. With selected parcel(s) highlighted in red and entries for each shown in the results window (left-pane), choose one of the following to removing the red colouring:
 - a. Double-click the result or hover over the parcel until the Map Tip opens and select, "View Additional Details".
 - In the top-left corner of the extended info window click "Create Mailing Labels"
 - When the Buffer Options box has opened, click cancel to close the window, OR
 - b. In the results window (at left), click "View Selected >>",
 - Rt-click over the "Parcel Fabric (#)" entry, and select "Buffer Features"
 - When the Buffer Options box has opened, click cancel to close the window.