Welcome to AxisGIS!

AxisGIS is an Internet-based mapping service for communities and businesses that want to publish their GIS online. AxisGIS is helping communities share their parcel data which enables homeowners and real estate professionals to query, browse, report and print maps from their own computers. This easy to use online GIS supports a variety of municipal functions, provides a platform for police and school collaboration, and creates a connection between town government, local businesses, and communities.

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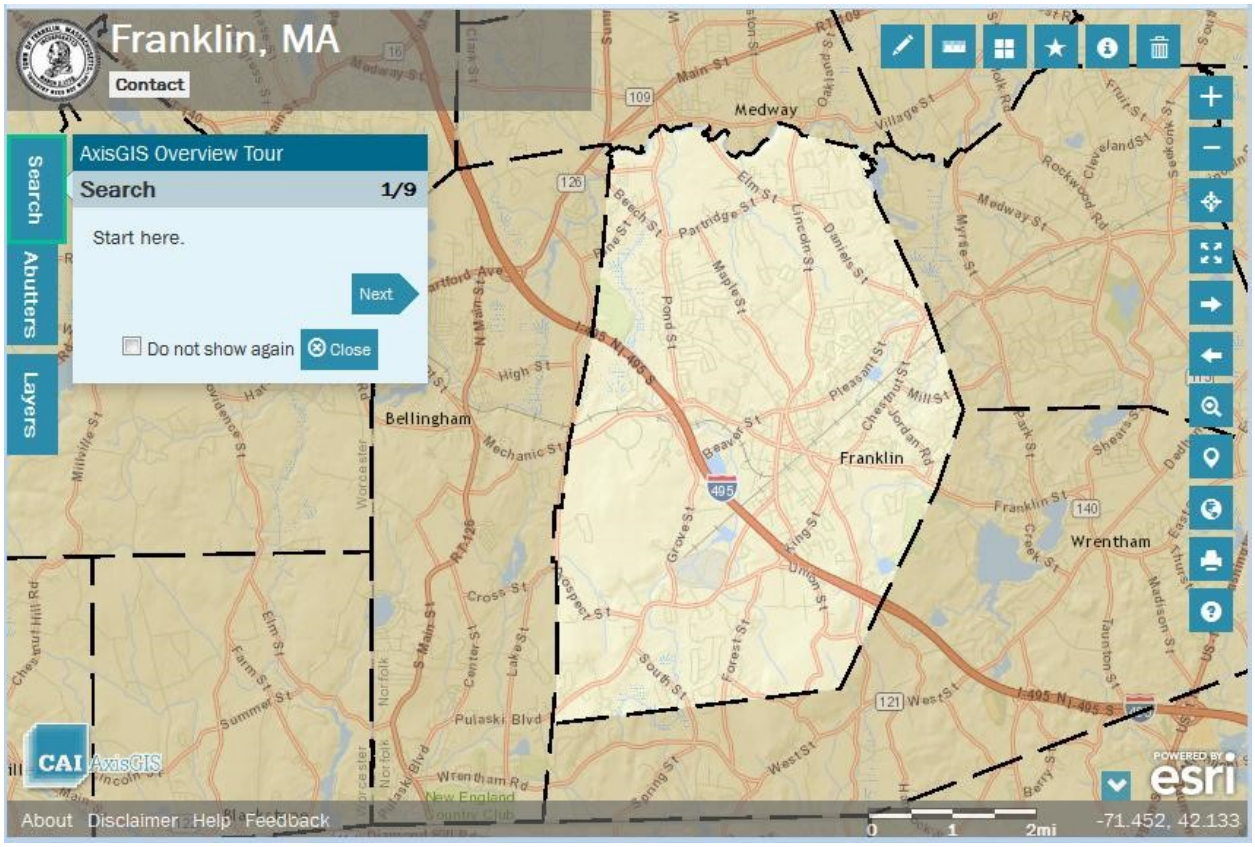
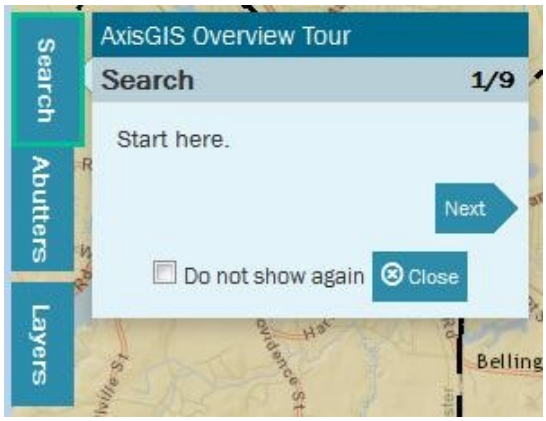
Home Screen



Click the tabs on the left or buttons on the upper right to begin using the site. The AxisGIS Overview Tour window provides tips to help you get started.

Overview Tour

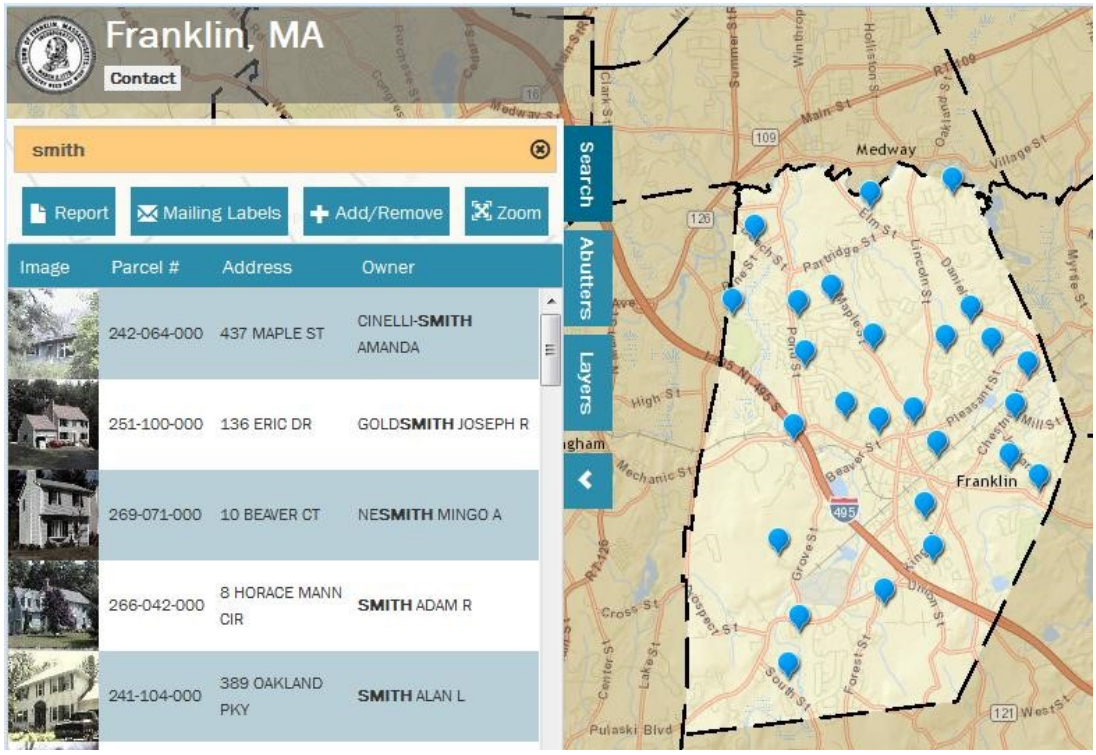


This window provides an overview of the tools and is a good place to start for first time users. Take a minute to step through the informative tips by clicking the “Next” button.

Click the checkbox next to “Do not show again” after you are familiar with the tools and no longer wish to see this window at startup.

Search

To find a parcel on the map, click in search box and begin typing the name of an owner, address, or parcel ID. As you type, any matching results will be displayed beneath the search box and pushpins will be placed on the map. See below for an example searching the text “smith”. Notice the results have the text “smith” in bold. Click here for information on creating a report or mailing labels from these search results.



As a general rule, "less is more" when searching. This means if you are not getting the desired result from your search; try entering less text for the search criteria. The results returned depend on a match existing in the tax assessor's database, which is subject to human error and variations in data entry.

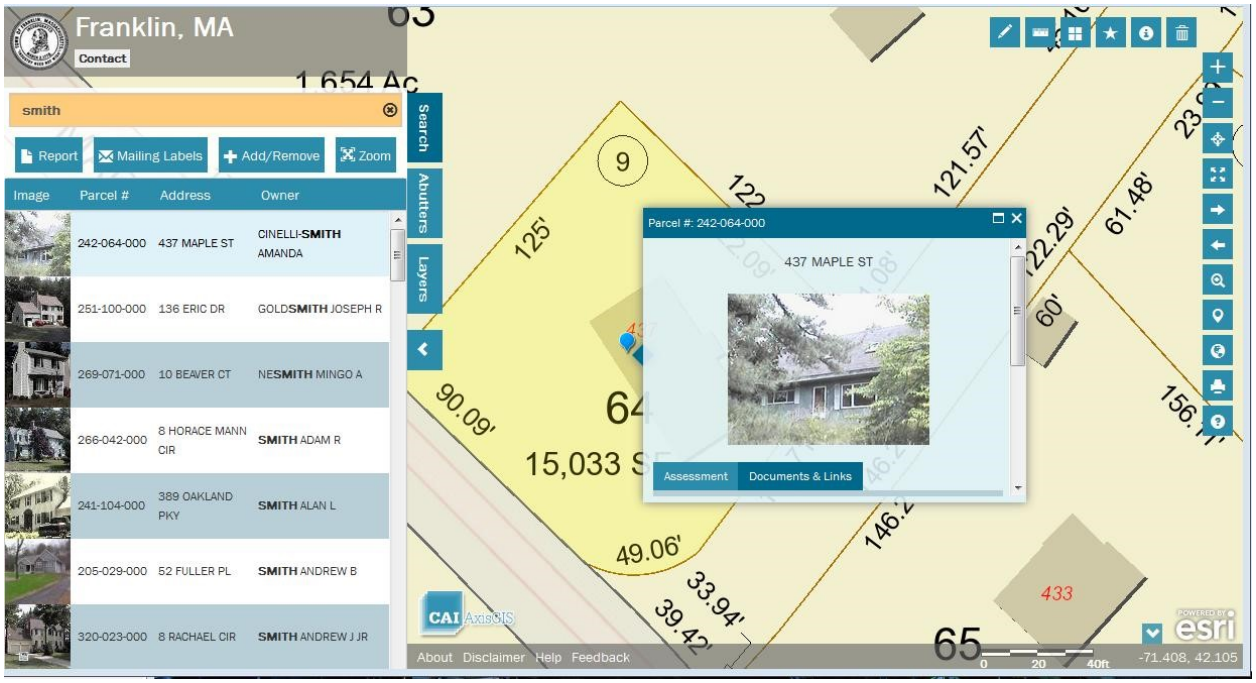
Helpful hints:

Owner: Start by typing the owner's last name. In many client databases, the first name can be included after a space. Ex: Smith Joe

Address: It is often better to search without the street suffix due to variation in abbreviation practices. Ex: Search "Oak" instead of "Oak Street" or "Oak ST".

Parcel ID: Become familiar with the format of the town's Parcel ID to successfully find parcels by ID. To improve search results, padding with zeros is often implemented. Take note of the format of the Parcel ID noted below the search text box before you begin typing.

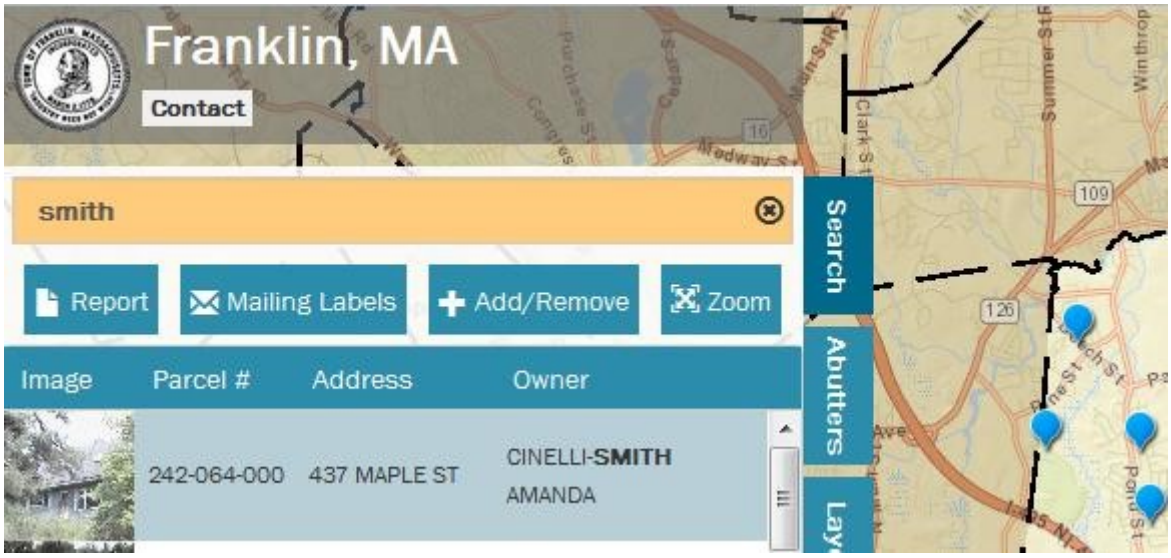
After search results have been returned, click on the record of the desired parcel in the resulting list. The map will zoom to the parcel, and the property photo (if available) and other related data will be displayed in the Parcel Details popup window as shown below:



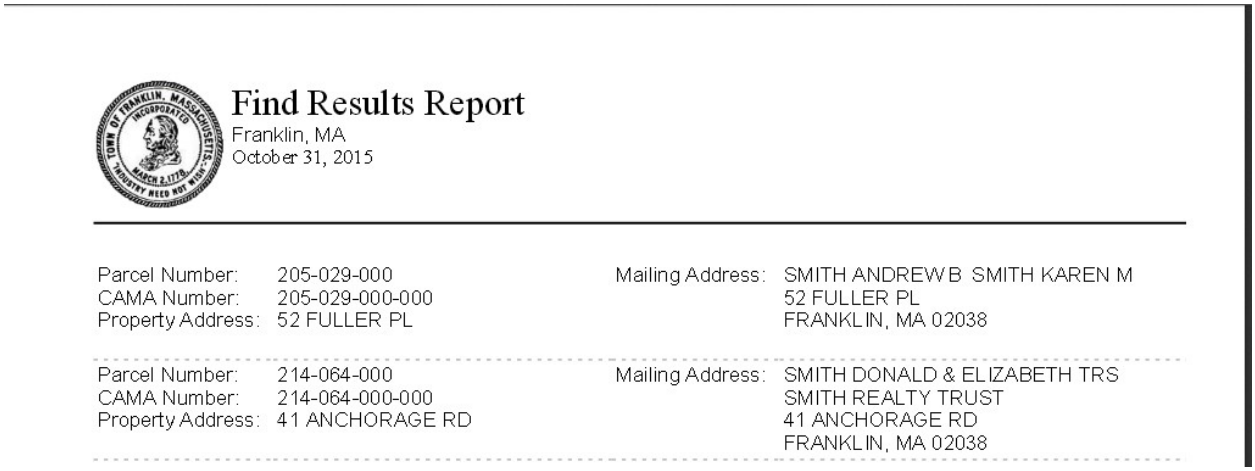
If desired, an abutters report can be produced for the selection. To learn how to produce an abutters report and mailing labels click here.

Search Results Tools

To use the Results Tools, first perform a search. Notice all parcels matching the query are identified with a push-pin on the map.



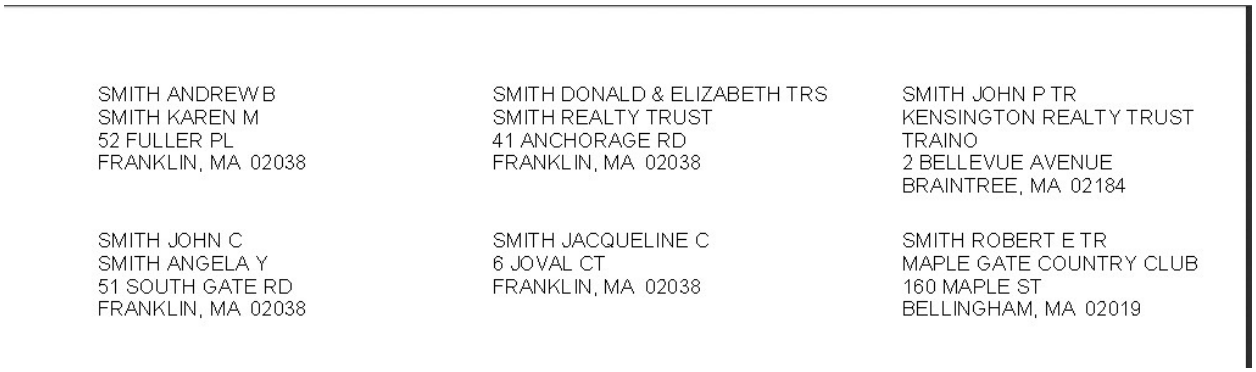
Click on the "Report" button below the search text box to see a full report of parcels matching the query. See sample below.



Find Results Report
Franklin, MA
October 31, 2015

Parcel Number:	205-029-000	Mailing Address:	SMITH ANDREW B SMITH KAREN M
CAMA Number:	205-029-000-000		52 FULLER PL
Property Address:	52 FULLER PL		FRANKLIN, MA 02038
Parcel Number:	214-064-000	Mailing Address:	SMITH DONALD & ELIZABETH TRS
CAMA Number:	214-064-000-000		SMITH REALTY TRUST
Property Address:	41 ANCHORAGE RD		41 ANCHORAGE RD
			FRANKLIN, MA 02038

Click on the "Mailing Labels" button to produce a mailing label report formatted to fit Avery 5160 label paper.



SMITH ANDREW B
SMITH KAREN M
52 FULLER PL
FRANKLIN, MA 02038

SMITH DONALD & ELIZABETH TRS
SMITH REALTY TRUST
41 ANCHORAGE RD
FRANKLIN, MA 02038

SMITH JOHN P TR
KENSINGTON REALTY TRUST
TRAINO
2 BELLEVUE AVENUE
BRAINTREE, MA 02184

SMITH JOHN C
SMITH ANGELA Y
51 SOUTH GATE RD
FRANKLIN, MA 02038

SMITH JACQUELINE C
6 JOVAL CT
FRANKLIN, MA 02038

SMITH ROBERT E TR
MAPLE GATE COUNTRY CLUB
160 MAPLE ST
BELLINGHAM, MA 02019

Click on the "Add/Remove" button to modify the selection. After clicking on the button, click on individual parcels on the map to add or remove.

Click on the "Zoom" button to zoom to all selected parcels.

Abutters

Find Abutters

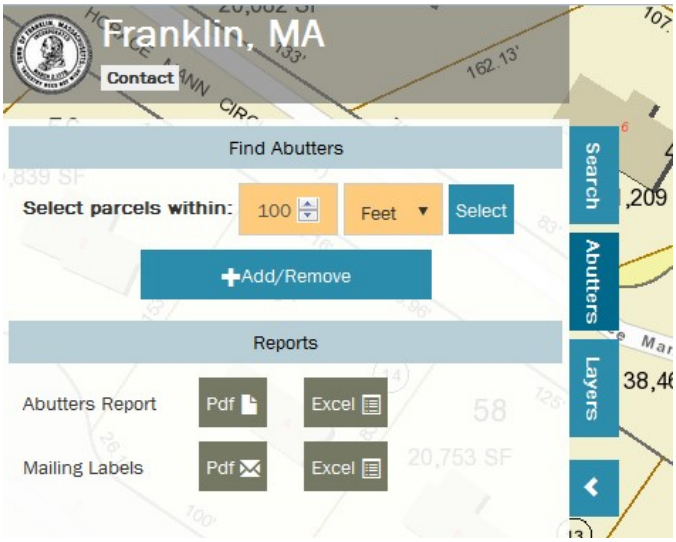
To find abutters of a parcel do the following:

1) Use the Search Tab to search for a parcel. Notice all parcels matching the query are identified with a push-pin on the map.

   Note: The Report, Mailing Labels, Add/Remove, and Zoom buttons available under the search text box provide reports on the selection identified with the query. Continue to step 2 to produce an abutters report.

2) Click on one of the records in the search results list to select the subject parcel, zoom to the parcel, and display the Parcel Details Window.

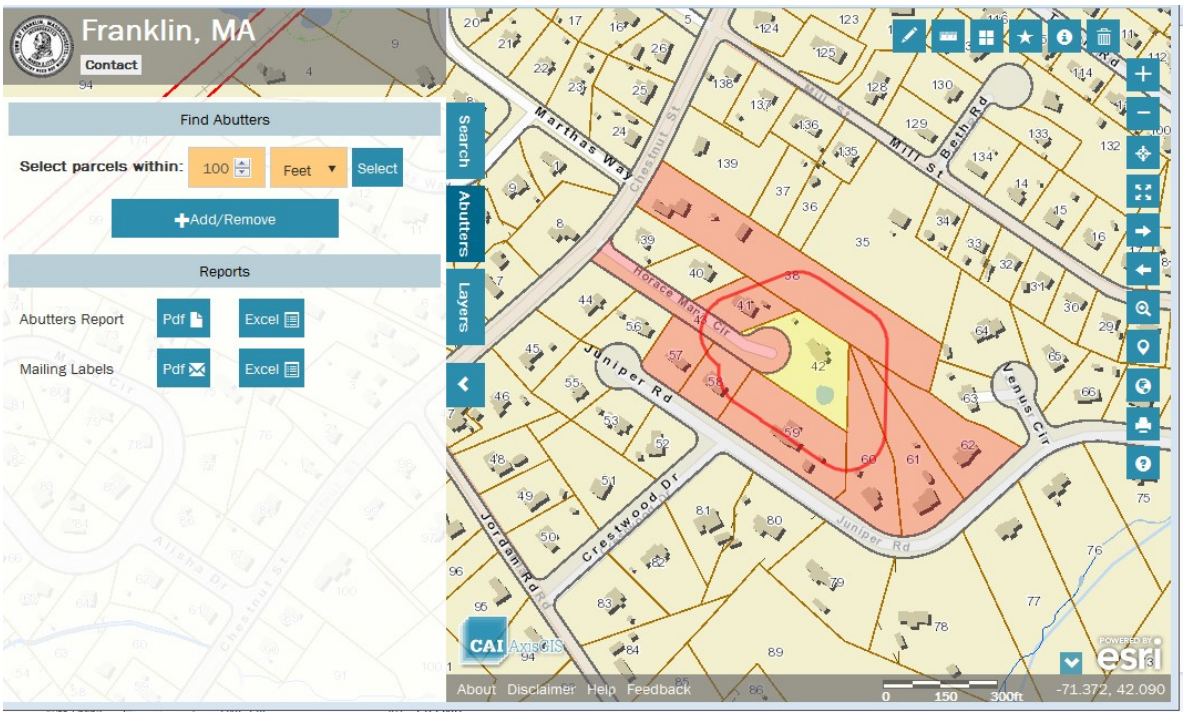
3) Click on the “Abutters” tab to display the abutters tools as shown below:



4) Optionally, edit the buffer distance and units (Feet/Miles). Then click the “Select” button. The map will select abutters and zoom to the selection.

5) Optionally, parcels can be manually added or removed from the selection using the "Add/Remove" button. Simply click on the button, and then click on a parcel.

6) Optionally save and/or print an Abutters Report and Mailing Labels.



Note: When a negative number is entered for the buffer distance, an interior buffer line will be drawn at the specified distance along the boundaries of the selected parcel. This interior buffer line can be helpful when evaluating the proximity of map features to parcel boundaries.

Reports

After selecting abutters, reports can be created for abutters and mailing labels. Reports are available in both MS Excel and PDF formats.

To create a reports or mailing labels click on either the “Pdf” or “Excel” button to the right of the desired product.

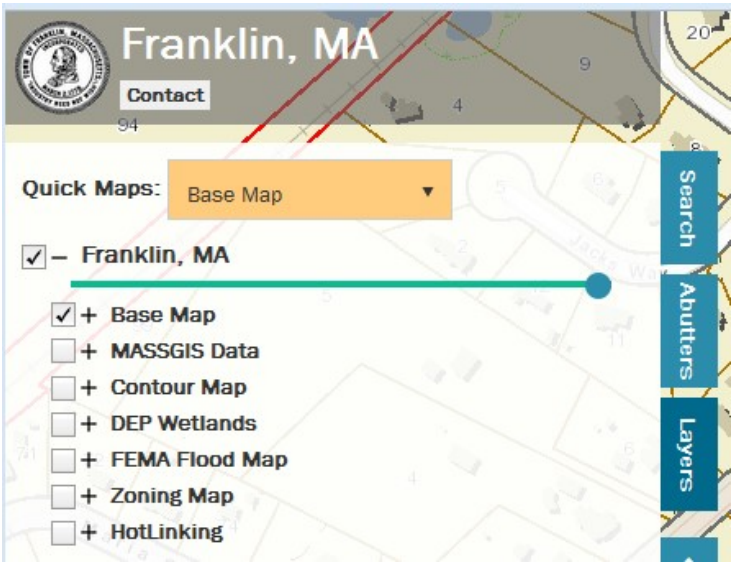
The mailing labels are designed to fit the Avery 5160 label template. If you find that the labels do not line up, try changing your print settings to:

Scaling = "None"

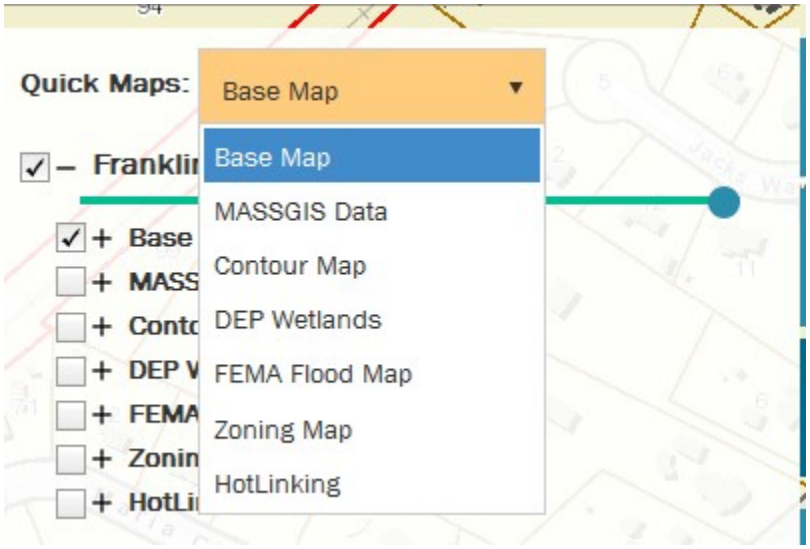
Uncheck "Auto-rotate and Center"

Layers

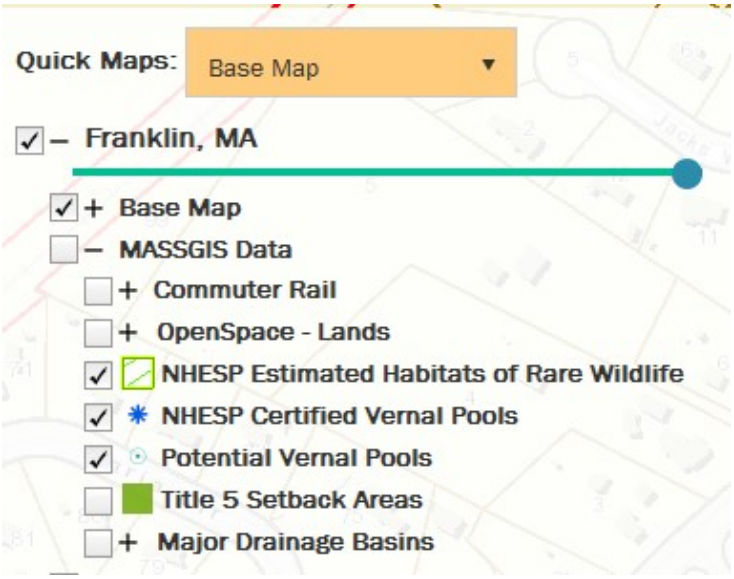
The Layers tab allows the user to turn on and off certain layers and view a legend of symbols used to represent each feature on the map. Click the checkbox next to individual layers to turn them on/off.



Click the drop-down arrow next to "Quick Maps" to display additional overlays.



Click on the **+** to the left of each layer name to expand the legend for each layer and display the symbols used on the map as shown below:



Note: Use the slider bar under the town name to alter the transparency of the map data.

Note: Layer availability varies for each town, and not all layers can be turned on and off at all scales. If a layer name is grayed out, the layer is not visible at the current scale.

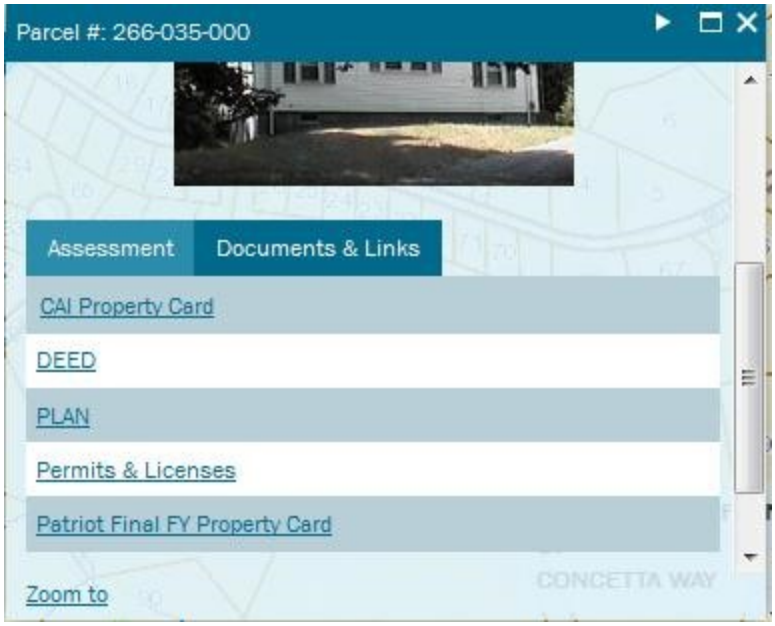
Parcel Details Window

The Parcel Details Window displays owner information from the town's linked Assessment data for a selected parcel. To see the information for a parcel, the user can either perform a search for a property or use the Identify Tool:

If a property photograph is available for the chosen parcel, it will be displayed above the Assessment and Documents & Links tabs.

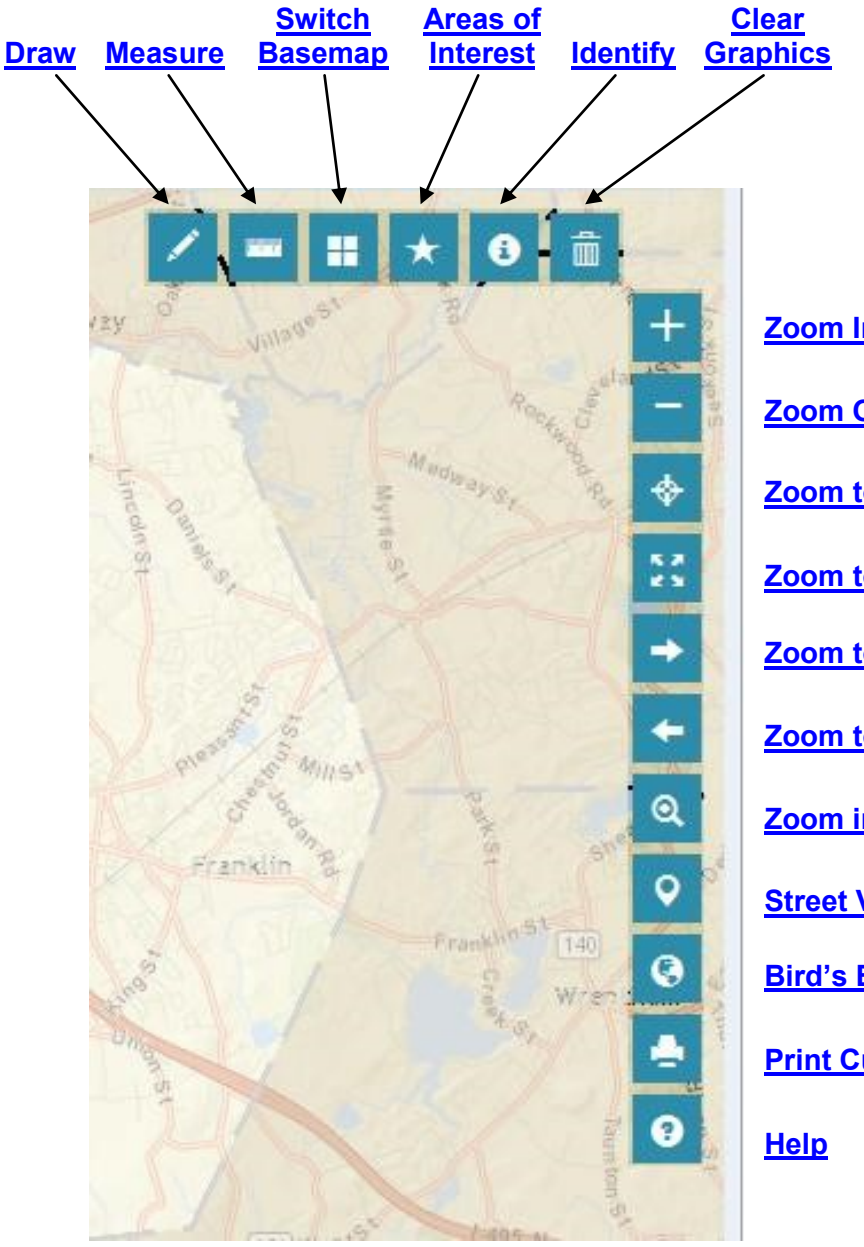
Click on the "Assessment" tab to see information from the assessor's database that is linked to the selected parcel.

Click on the "Documents & Links" tab to see all linked items such as property cards, permits, plans, etc. Click on these links to open the document or linked web page.


Parcel #: 266-035-000
Assessment
Documents & Links
CAI Property Card
DEED
PLAN
Permits & Licenses
Patriot Final FY Property Card
Zoom to
CONCETTA WAY

Toolbar

Click on the name of each tool below for more information:



Draw Tool

Click on the Draw Tool to display the following window. From this window, users can create graphics on the map including points, lines, polygons, text, etc.:

Select a tool from this window, and then draw on the map to add graphics.

Once graphics have been drawn, click the “Edit” button to make changes.

Click “Cancel” while drawing to end the current sketch.

Click “Clear” to clear all graphics.

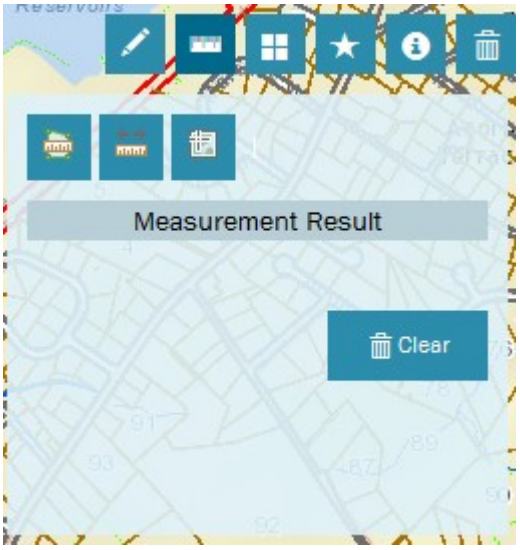
Click the Draw Tool again or select another tool to close the Draw Tool Window.

Note: Annotations created using the Graphics Toolbar can be printed but not saved.

Measure Tool

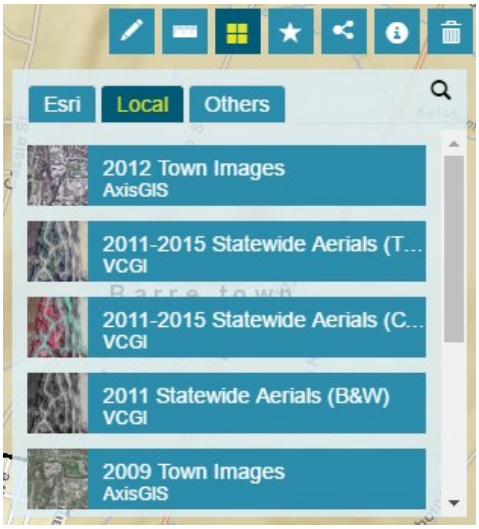
Click on the Measure Tool to display the following window. From this window, users can make line or area measurements or obtain coordinates for a point clicked on the map. Click the drop-down arrow to change the measurement units.

Click the “Clear” button to clear measurements from the display window.



Switch Basemap Tool

Click on the Basemap Tool to display the following window. From this window, users can modify the background used in the map display.



The basemap tool has three tabs - Esri, Local, Others.

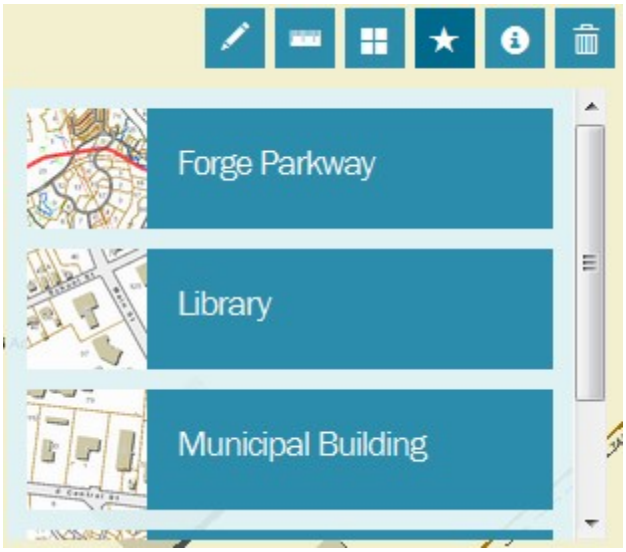
- Esri has multiple imagery, topographic and basemap sets available. “Streets Esri” is the default basemap when you first load the site.
- Local are Town and/or State specific image data sets.
- Others provides imagery available from Google, etc. You can also turn off any basemaps from this tab.

Some options may be disabled depending upon the zoom scale. For example, the Topo Map is not available when the user is zoomed to a detailed parcel level.

There is also a “Search” option, so you can search Google, Topo, 2009, etc.

Areas of Interest Tool

Click on the Areas of Interest Tool to display the following window. From this window, users can select an item from the list to zoom to areas that are frequently visited. For each item listed, a set of zoom extents has been saved that will be applied when the corresponding item in the list is chosen.



Identify Tool

Click on the Identify Tool and then click on the map to display the Parcel Details Window for the selected parcel.

Clear Graphics Tool

Click on the Clear Graphics Tool to reset the map. All selected features will be cleared and graphics will be removed from the map.

Zoom In Tool

Click on the Zoom In Tool to zoom in a single scale level on the map.

Zoom Out Tool

Click on the Zoom Out Tool to zoom out a single scale level on the map.

Zoom to My Location Tool

When using a GPS-enabled device, click on the Zoom to My Location Tool to zoom to your position on the ground.

Zoom to Full Extent Tool

Click on the Zoom to Full Extent Tool to zoom to the full extent of the town.

Zoom to Next Extent Tool

Click on the Zoom to Next Extent Tool to zoom to the next extent saved in viewing history of the current session.

Zoom to Previous Extent Tool

Click on the Zoom to Previous Extent Tool to zoom to the previous extent saved in viewing history of the current session.

Zoom In to Box Tool

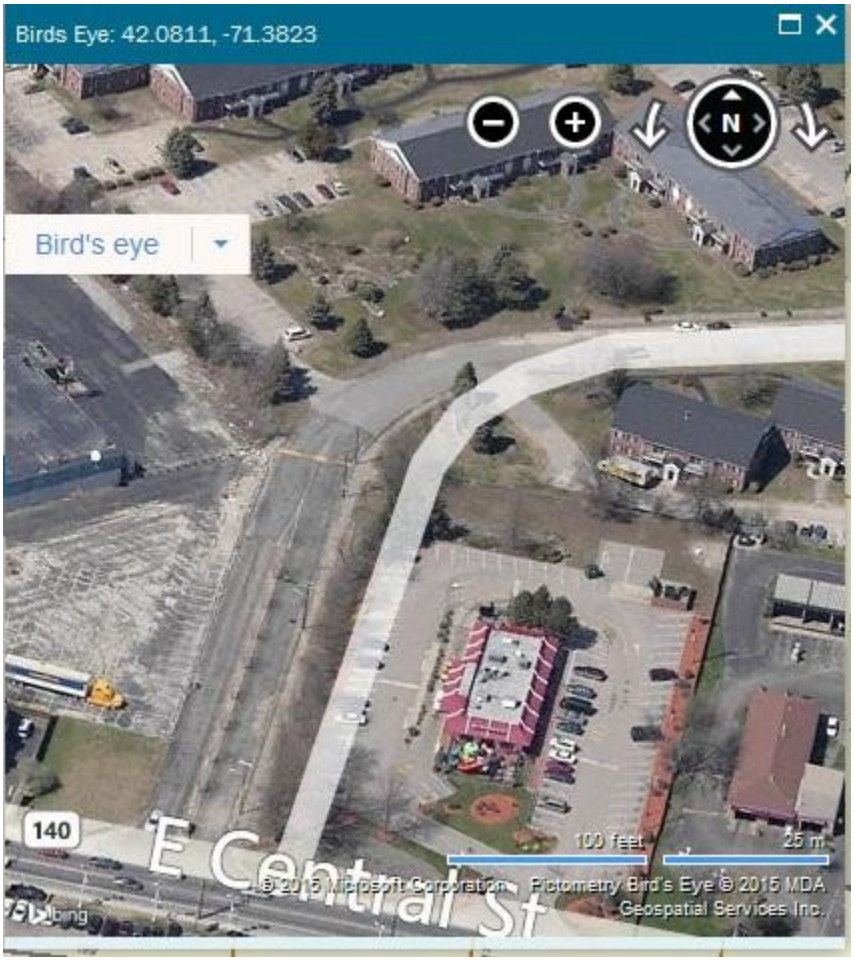
Click on the Zoom In to Box Tool, and then click and drag to zoom to the extents of a box.

Street View Tool

AxisGIS has integrated Google StreetView into our Web site. Click on the Street View Tool, and then click on the map to display the Street View Window as shown below:

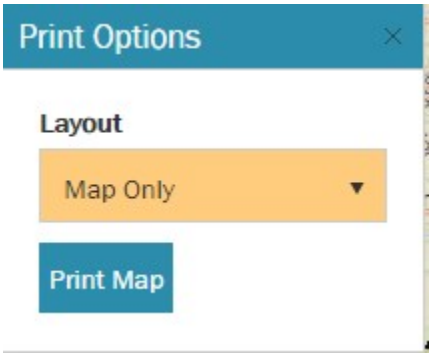
Bird's Eye View Tool

AxisGIS has integrated Pictometry Bird's Eye into our Web site. Click on the Bird's Eye View Tool, and then click on the map to display the Bird's Eye View Window as shown below:

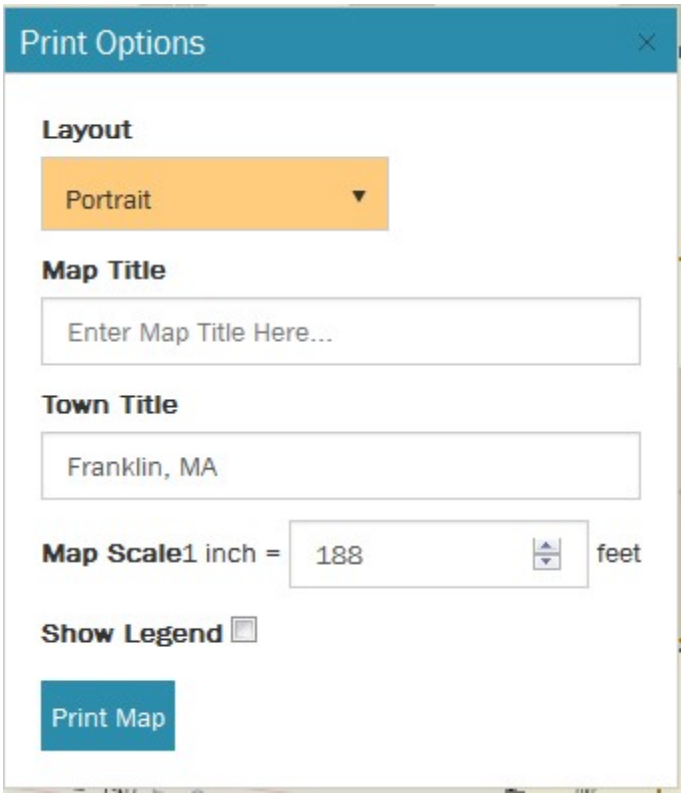


Print Current Map Tool

Click on the Print Current Map Tool to display the following window. From this window, users can print the displayed map or choose from several templates. To print the display, click “Print Map”.



Click on the drop-down arrow to choose layout templates for 8.5 x 11 and 11x17 Portrait and Landscape maps. When one of these options is chosen, the following window will appear:



To produce a map, do the following:

1) Zoom or pan to the desired extents in the map window.

2) Click the Print button from the Toolbar.

3) Choose desired options and enter a title (if desired) in the Print Options window. The user can specify the map scale, map quality, as well as page size and orientation.

4) Optionally, check the box next to “Show Legend” to include a legend in the printed map.

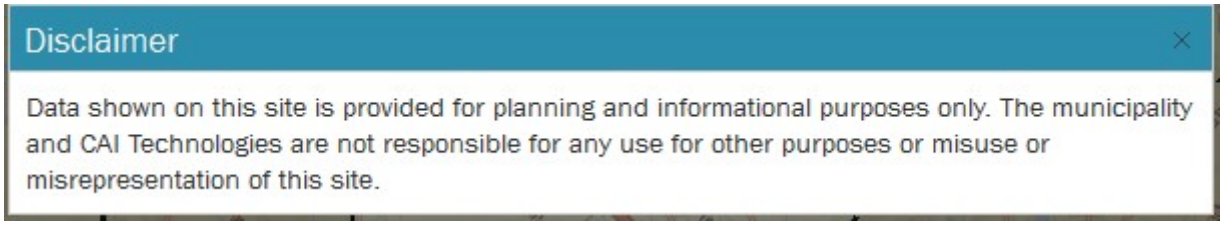
5) Click Print Map, and a PDF map will be created. This map can be saved and/or printed.

Help Tool

Click on the Help Tool to display the AxisGIS Overview Tour Window.

Disclaimer

At the lower left of the screen users can click the “Disclaimer” link to display a disclaimer for the town as shown below:



Help

At the lower left of the screen users can click the “Help” link to view a copy of this Help document.

Feedback

At the lower left of the screen users can click the “Feedback” link to send suggestions for improvement to CAI Technologies regarding AxisGIS. User can also send an email directly to: webgisfeedback@cai-tech.com

Frequently Asked Questions

How do I display legends or identify the symbols used on the map?

A legend for each layer can be displayed by clicking the **+** to the left of each layer name. See Layers for more information.

How do I avoid Pop-up errors/messages?

Internet Explorer

Google Chrome

Firefox

How do I view specific property information such as property values?

Property values and other attribute information can be displayed by doing the following:

1) Use the Identify button or the "Search" to display information for a specific parcel.

2) Click the "Property Card" or "CAI Property Card" items under Documents & Links to display a property card.

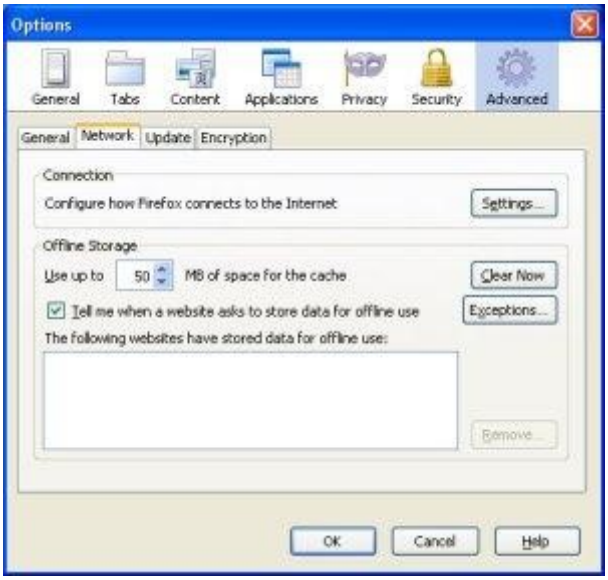
How do I search for a parcel?

Use the Search tab to search by owner, Parcel ID, or street name.

Why is my page blank?

You may need to clear your cache:

For Firefox users, Click the "Clear Now" button shown below:

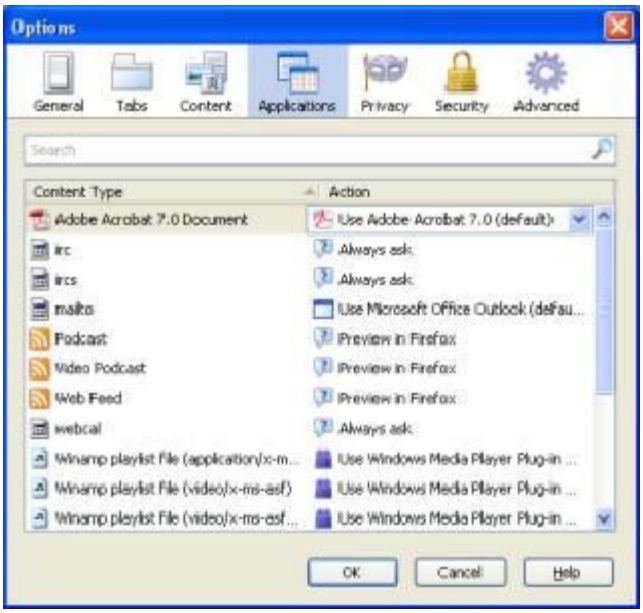


For Internet Explorer users, go to Internet Options > Delete > Delete Files

Why does my Firefox browser lock up when I try to open a PDF property card?

You should adjust your Firefox settings to change the way PDF files are opened.

Go to Tools > Options: Change the Action for Adobe Acrobat 7.0 Documents to "Use Adobe Acrobat 7.0"



Why do I continue to see pop-up blocker warnings after I've disabled my browser's pop-up blocker?

Check the settings on other applications that also block pop-ups such as Google Toolbar and your virus protection software.

What type of label paper should I use for mailing labels?

The mailing labels are formatted to fit Avery 5160 label paper. If you find that the labels do not line up, try changing your print settings to:

Scaling = "None"

Uncheck "Auto-rotate and Center"

Resolving Pop-up Blocker Issues in Internet Explorer

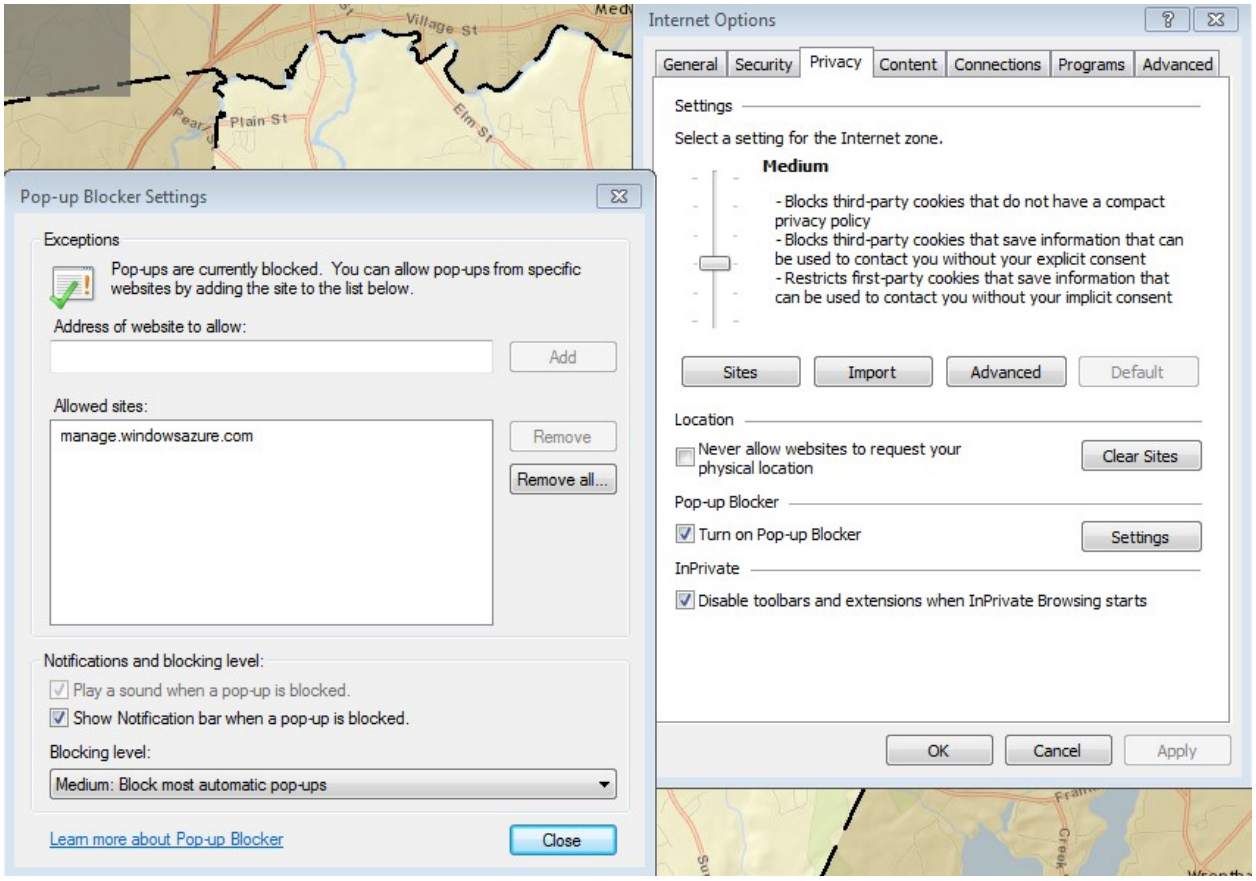
In Internet Explorer if pop-ups are blocked you will see the following warning:

To change settings, left click on the “Options for this site” drop-down and click the option to

"Always allow"

- or -

Click Tools > Pop-up Blocker > Uncheck Turn On Pop-up Blocker

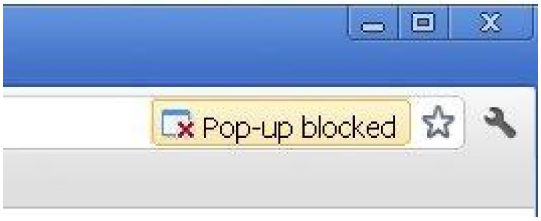


- or -

Click the Tools drop-down > Pop-up Blocker > Pop-up Blocker Settings and add "www.caigis.com" as a web site allowed to use pop-ups.

Resolving Pop-up Blocker Issues in Google Chrome

In Google Chrome if pop-ups are blocked you will see the following warning:

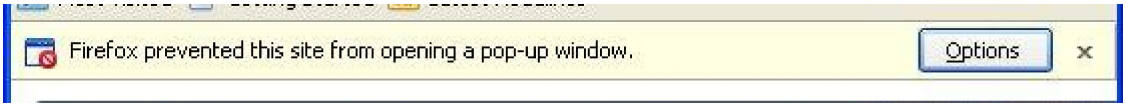


To change settings, left click on the pop-up blocker warning symbol and click the option to

"Always allow pop-ups from www.caigis.com."

Resolving Pop-up Blocker Issues in Firefox

In Firefox if pop-ups are blocked you will see the following warning:



To change settings, left click on the "Options" button and choose the option to

"Allow pop-ups for www.caigis.com."