

GISMO- Frequently Asked Questions

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1. How do I make a print?
 - a. In the toolbar, click on the TOGGLE button between legend and layers list (upper left tool) so that you see a legend on the right side of the page.
 - b. From your web browser go to File > Print Preview
 - c. Across the top bar of Print Preview click on Page Setup set this to Landscape
 - d. If there is a drop down menu, choose "As laid out on screen".
 - e. The map will now look as it will print out on the screen.
 - f. Click the PRINT button to print the map.

Note: Printing is a limitation in this application, only a small map will print on the page.

2. How come I get "No Features Found" when I do a search?
 - a. Make sure the active bullet is filled in next to the layer you are searching. Click on it if needed.
 - b. FIND tool (binoculars) results are case-sensitive. Use the following as a guide when you search on the different layers:

Roads = ALL CAPS (ex. OWL CREEK RD, ALTA VISTA DR)

Addresses = ALL CAPS (ex. 530 E MAIN ST, 130 S GALENA)

Subdivision = mixed case (ex. Fox Crossing, Villas North)

Trails = mixed case (ex. Rim Trail, Rio Grande, Wheeler Ditch)

Parcel = 12 digit parcel number (ex. 246727202801, 273707352852)

- c. Either click on the desired Rec in the Results box at the bottom of the map, or ZOOM TO THESE RECORDS, at the bottom of the page, to highlight the records on the map.

Note: You can also try entering a portion of the address, road name, trail, etc. that you are searching for. You will get a longer list of records returned, but you can review them to find the entry you are looking for. (ex. only the address number)

3. What do the abbreviations mean on the aerial photos in the layer list?

The name of the image indicates the year it was flown and its location.

04 = 2004

05 = 2005

RFV = Roaring Fork Valley

CRV = Crystal River Valley

FP = Frying Pan Valley

4. How do I find who owns a property? Method 1.
 - a. Turn off pop-up blockers OR hold down the CNTL and ALT keys.
 - b. Click on the HYPERLINK tool (lightening bolt) and click inside the property you are interested in.
 - c. A link to the associated Assessor's record is displayed.

If you are searching for a specific owner name, go to <http://www.pitkinassessor.org/Assessor/> search on the name, note the Parcel ID number and follow FAQ number 7.

5. How do I find who owns a property? Method 2.
 - a. Zoom into the area you are interested in.
 - b. In the layers list, click on the bullet next to parcels, making it the active layer.
 - c. Click on the IDENTIFY tool (black circle with i in it).
 - d. Click inside the property you are interested in.
 - e. A results table will appear below the map with the Parcel number and Account number.
 - f. To see the ownership, click on the ACCOUNTNO link to open the Assessor's page on this parcel.
 - g. Click on the CLEAR SELECTION tool (eraser).

If you are searching for a specific owner name, go to <http://www.pitkinassessor.org/Assessor/> search on the name, note the Parcel ID number and follow FAQ number 5.

6. How come when I click on the Hyperlink or on the ACCOUNTNO link my map goes back to the original Countywide view? Most likely you have a pop-up blocker in your web browser that needs to be disabled.
 - o Netscape
One time override: CNTL + Click on link.
 - o Mozilla/Firefox
Tools > Options > Content tab > Block pop-up Windows Exception > type in 205.170.51.230 to allow them from GISMO.
7. How do I find a Parcel ID Number (PIN)?
 - . In the layers list, click on the bullet next to parcels, making it the active layer. If you don't see parcels, you need to zoom in closer on the map so parcels appear in the layer list.
 - a. Click on the FIND tool (binoculars) in the toolbar.

- b. Type a 12-digit PIN number (no dashes or spaces) then click FIND STRING.
 - c. A results table will appear below the map.
 - d. To zoom to the record, click on the 1 in the Rec column of the table.
 - e. To see the Assessor's information, click on the ACCOUNTNO link. This will provide you with the owner information.
 - f. To clear the selection, click on the CLEAR SELECTON tool (eraser).
8. How do I find a specific Trail?
- . In the layers list, click on the bullet next to trails, making it the active layer.
 - a. Click on the FIND tool (binoculars) in the toolbar.
 - b. Type "Name you're searching for" then click FIND STRING.
 - c. A results table will appear below the map.
 - d. To zoom to the trail, click on the 1 in the Rec column of the table. To clear the selection, click on the CLEAR SELECTON tool (eraser).
9. How do I search for an address? Using Road centerlines This method finds the address based on a range of addresses along the road centerline. It will be more likely to find the address than FAQ number 10, but it may not fall in the exact geographic location of the correct address.
- . Click on the LOCATE ADDRESS tool in the toolbar.
 - a. Type in the address and then click on the LOCATE button (this method is NOT case-sensitive).
 - b. A Locate results table will appear below the map.
 - c. Click on the Rec number that most closely matches your address. The map will zoom to that location and a red dot will appear near that address.
10. How do I search for an address? Using the Address point layer This method looks for the exact address string that is entered. If this address does not exist, it will not be found.
- . In the layers list, click on the bullet next to address, making it the active layer.
 - a. Click on the FIND tool (binoculars) in the toolbar.
 - b. Type the address then click FIND STRING (you must enter ALL CAPS ex: 506 E MAIN ST, 130 S GALENA).
 - c. A results table will appear below the map.
 - d. Click on the Rec number that most closely matches your address. The map will zoom to that location and a red dot will appear near that address.
11. When I use my Back button on the web browser I get an error message?
The web browser navigation tools don't work in GISMO. You will need to use the navigation tools on the toolbar within the GISMO application.
12. How come I sometimes get a seam or stripe where the aerial photo does not display? The images will draw over each other in some locations. You may have to turn off some of the aeriels in the layers list to get a clear view. To turn off an image click OFF the Check Mark in the visible box then click REFRESH MAP.
13. What does the color and symbol on the map represent? In the toolbar, click on the TOGGLE button between legend and layers list (upper left tool). You will see a legend of layers on the right side of the page. The more you zoom in on the map, more layers will appear.
14. How do I tell if a parcel is in Aspen, Snowmass, Basalt or unincorporated Pitkin County?
- . In the layers list, click on the bullet next to parcels, making it the active layer.
 - a. Click on the IDENTIFY tool (binoculars) in the toolbar, and click on a parcel.

b. A results table will appear below the map and in the WHERE column the location of the parcel is identified.

15. What is the UGB?

The UGB layer is the City of Aspen and Pitkin County Urban Growth Boundary