

## How to gather Tax Parcel Maps for an Interpretive Center

*With the goals of showing the extent of the property, access points, parking, amenities, etc.*

Tax Parcel information is generally held by the municipality. In the example we will be gathering the Tax Parcel Maps for the Upper Mississippi River National Wildlife and Fish Refuge Visitor Center on Brice Prairie, in the Town of Onalaska, in La Crosse County.

The results for internet searches for “Tax Parcels for Brice Prairie, WI” resulted in only 3<sup>rd</sup> party type websites. This information should be a public record and available without going through a 3<sup>rd</sup> party.

- propertyrecord.com

The results for internet searches for “Tax Parcels for Town of Onalaska, WI” resulted in more direct/municipal websites, but most of these had to do with assessments, re-evaluation, etc.

- townofonalaska.org

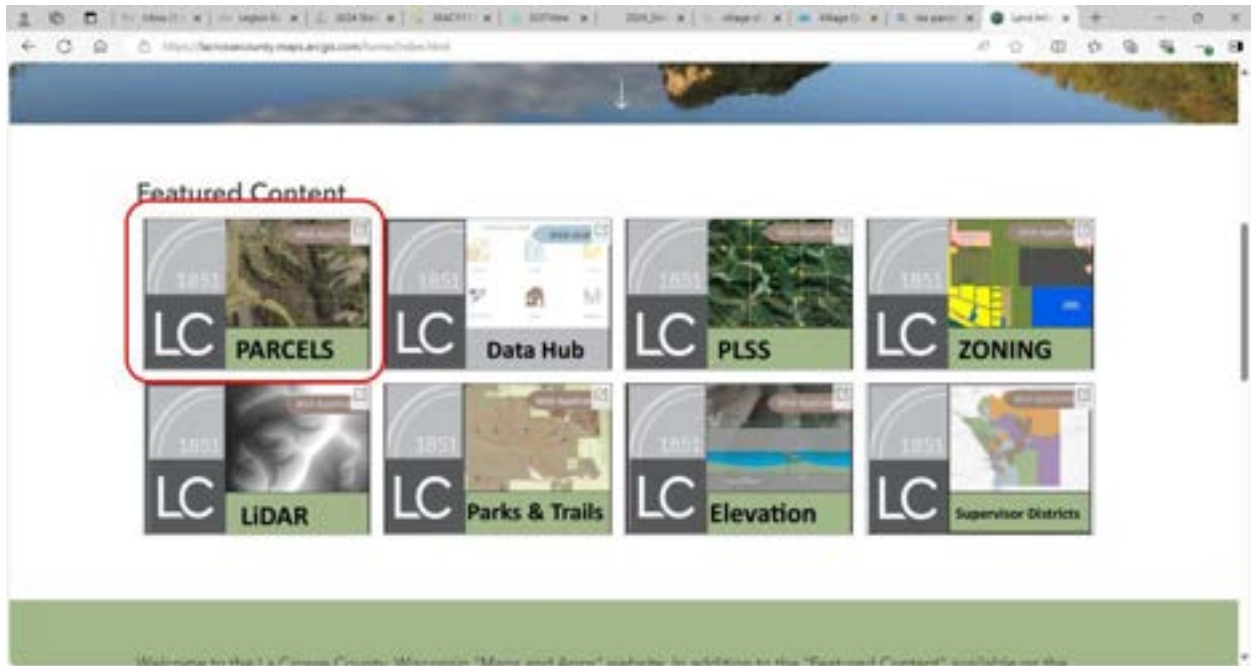
The results for internet searches for “Tax Parcels for La Crosse County, WI” resulted in the desired level of information. In looking at the multiple results under La Crosse County, the ones that mentioned a GIS application/portal was the desired website (<https://lacrossecounty.maps.arcgis.com/home/index.html>).

- lacrossecounty.org

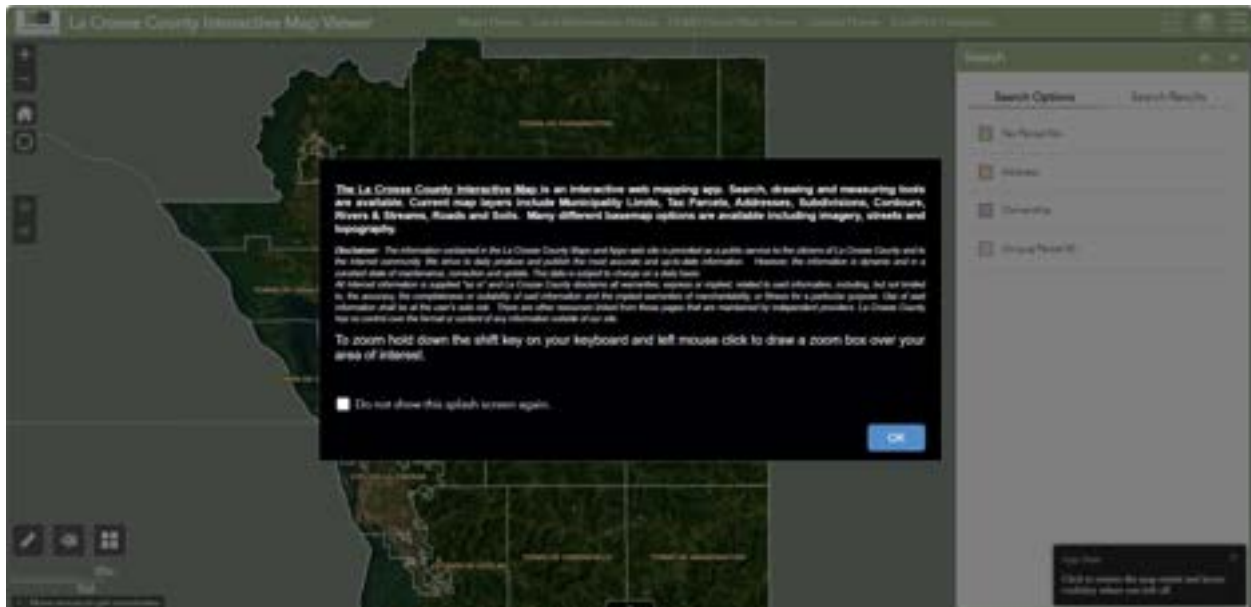


It will certainly vary by state/municipality, but it is assumed this level of information is available in this format.

For La Crosse County, they specifically have a portal for Parcel information.



La Crosse County has a disclaimer prior to entry to the portal.



Zoom to the approximate location (larger than) the Interpretive Center property. Use the application zoom tool – this varies by application.



Tools will vary on what they show by default, you may need to zoom in closer to get some things to appear, others you may need to select from a “Layers” option. Layers will vary by application.

NOTE: the “Tax Parcels w/ Owner & Assessment Info” is greyed out – this is due to not being zoomed in enough.

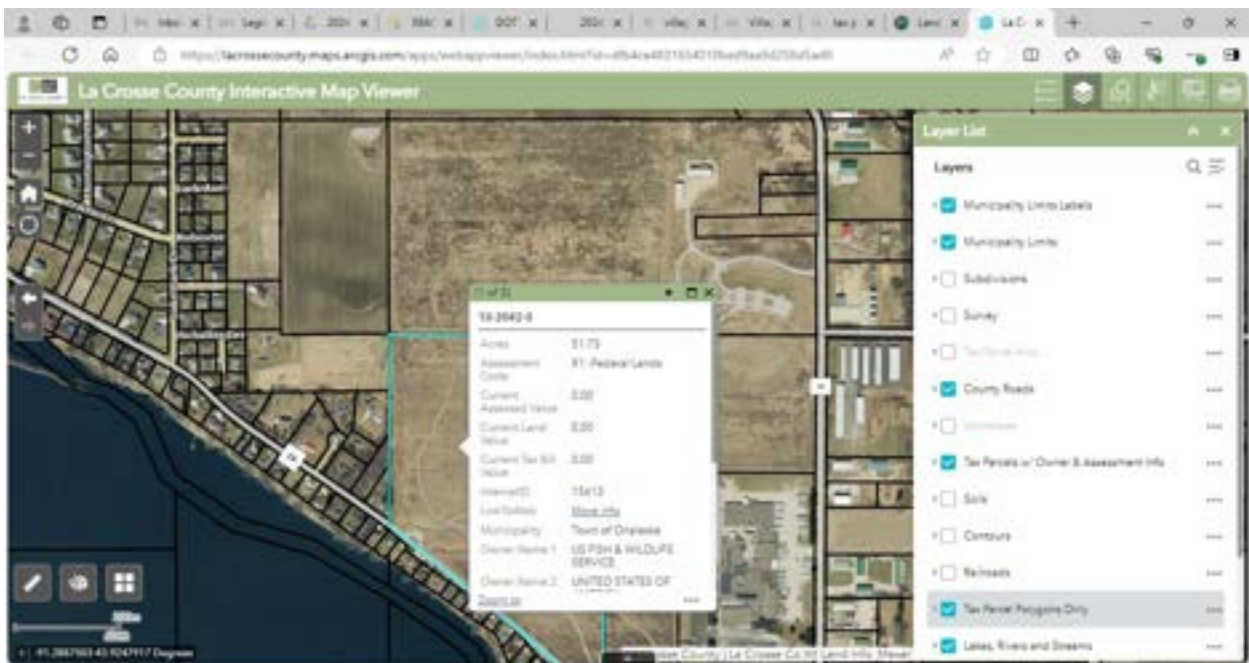




Click within the parcel area of the Interpretive Center, you may need to use a left/right arrow to find the appropriate owner/assessment information. In this example this is Federal Lands (US Fish & Wildlife). This is Parcel 1.



Capture screen shots of each parcel that applies to the property. Capture screen shots using Alt-Print Screen. You can then use Paste (Ctrl-V) to place these screen shots into your Parcel Maps document. This is Parcel 2.







Continue this process until you can determine the limits of the property, access, parking options, etc. that may be important to the destination signage that we are assessing. This is NOT a parcel of this Interpretive Center.



Once you determine the full limits of the property (possibly multiple parcels), you can use Adobe, Bluebeam Revu, or other picture/pdf writers to draw a polygon that captures the entire property.



This Interpretive Center has its main entrance on the east side of the property with the main buildings and parking lot located there. The property also has two smaller parking lots with trail access located along the SW border of the property. All these elements should be considered when looking at the destination signage.