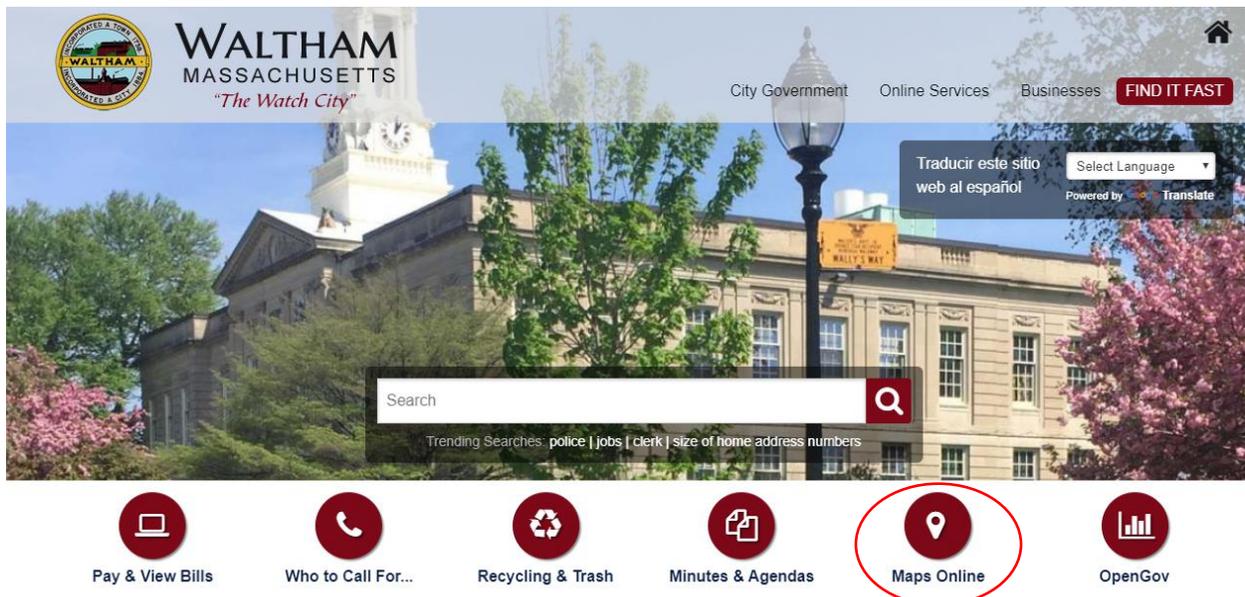


How to locate hydrants using the City of Waltham’s Online Mapping System – Maps Online

With the frequent snow storms occurring over the past several weeks many of the City’s residents have been asking about finding locations of hydrants near their residences. Hydrants within the city can be located using the City’s online mapping system, “Maps Online”. Maps Online provides access to the City’s GIS data and property Information 24 hours a day seven days a week. Through Maps Online you will be able to view selected property records, utility information, make your own maps, and view selected scanned data. You can search for a property by selecting a street, entering an address, Parcel ID or owner name. Below are a series of instructions designed to assist users in finding hydrants using the City’s online mapping system.

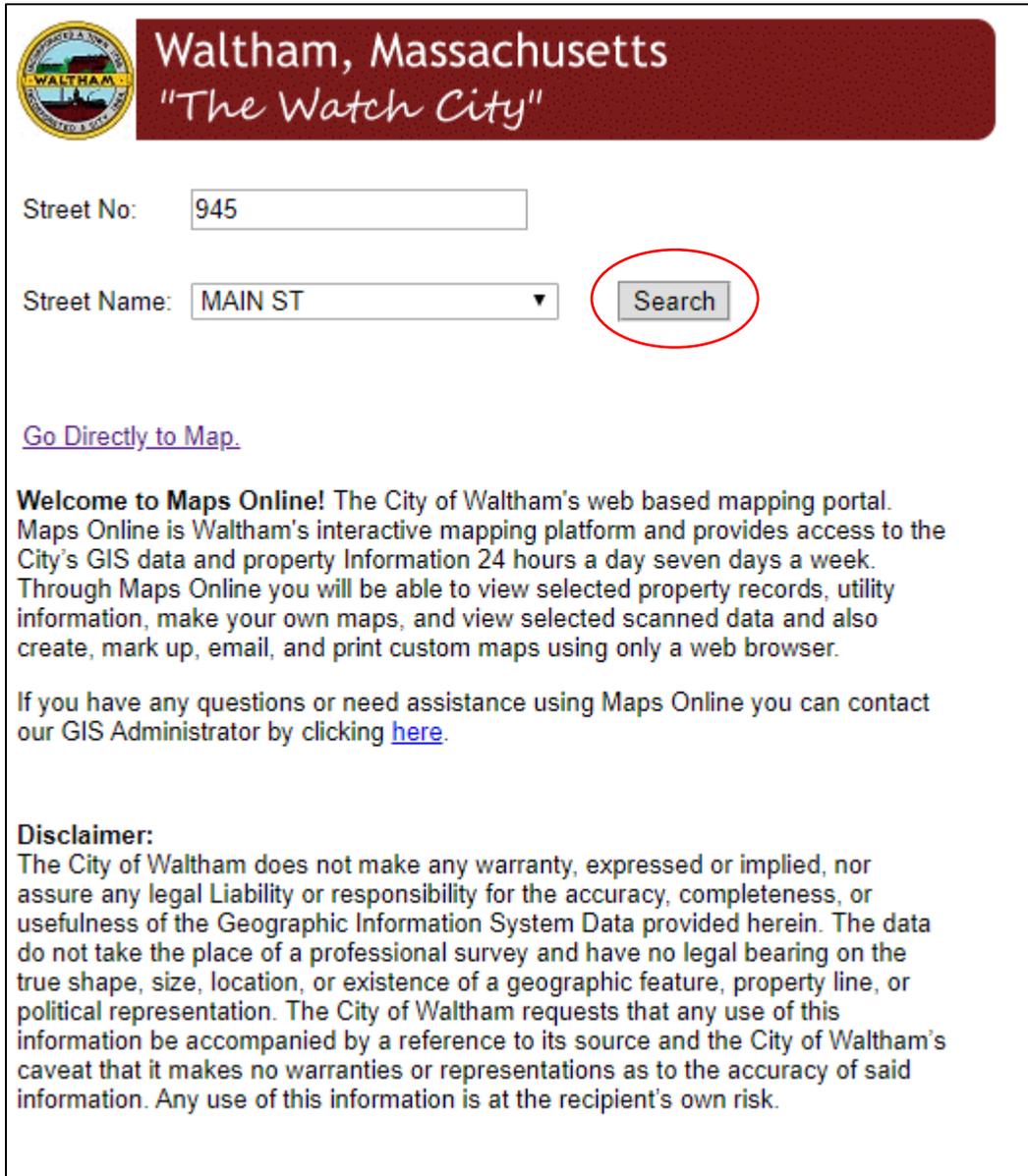
1) Accessing Maps Online

Maps Online can be accessed from the City of Waltham’s website <http://www.city.waltham.ma.us>. Once you have accessed the main page of the City’s Website you can open the property search page by clicking on “Maps Online” (Circled in red). Once you have clicked the “Maps Online” link a new screen will appear that will allow you to search for properties in the City by address.



2) Searching for an address

After clicking on the “Maps Online” link on the City’s main page the “Maps Online” search page will appear. To search by address, simply type an address number of the “Street No:” box and then select a street name by clicking the arrow in the “Street Name:” drop-down menu. Below is an example of the Property Search window configured to search for a property located at 945 Main Street. Once the Street Number and Street Name fields are populated click the “Search” button (circled in red).



 **Waltham, Massachusetts**
"The Watch City"

Street No:

Street Name:

[Go Directly to Map.](#)

Welcome to Maps Online! The City of Waltham's web based mapping portal. Maps Online is Waltham's interactive mapping platform and provides access to the City's GIS data and property Information 24 hours a day seven days a week. Through Maps Online you will be able to view selected property records, utility information, make your own maps, and view selected scanned data and also create, mark up, email, and print custom maps using only a web browser.

If you have any questions or need assistance using Maps Online you can contact our GIS Administrator by clicking [here](#).

Disclaimer:
The City of Waltham does not make any warranty, expressed or implied, nor assure any legal Liability or responsibility for the accuracy, completeness, or usefulness of the Geographic Information System Data provided herein. The data do not take the place of a professional survey and have no legal bearing on the true shape, size, location, or existence of a geographic feature, property line, or political representation. The City of Waltham requests that any use of this information be accompanied by a reference to its source and the City of Waltham's caveat that it makes no warranties or representations as to the accuracy of said information. Any use of this information is at the recipient's own risk.

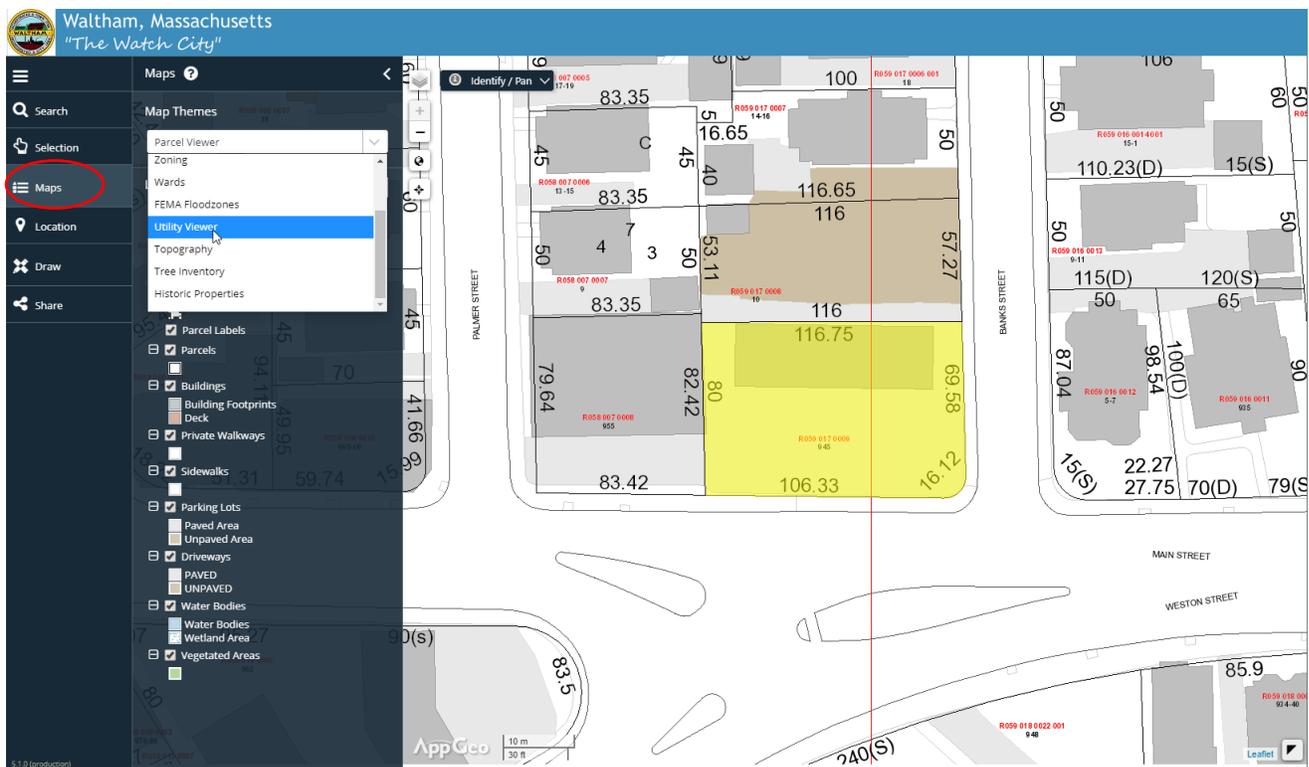
Once the “Search Button is clicked a list of addresses matching your search criteria will appear. To display a map showing the property located at 945 Main Street click the “Map It!” link (Circled in red).

Street No.	Ref.	Streetname	Owner Name	Parcel ID	Status	Map It!
945		MAIN ST	945 WALTHAM REALTY TRUST	R059 017 0009		Map It!
948		MAIN ST	MORRIS, LANDI & HENRY	R059 018 0022 100	Historic	Map It!
948		MAIN ST	KLEIN, JAMES A & JOSEPHINE J	R059 018 0022 101	Historic	Map It!

3) Displaying the Map

After clicking on the “Map It!” text in the previous step a map displaying the property you selected will now appear on the screen. Maps Online is comprised of a series of “Tabs” or themes that allow users to view a variety of different types of maps. To view hydrant and utility data for the selected property click on the “Maps” link on the left side of the map display. The “Maps” link is circled in red below.

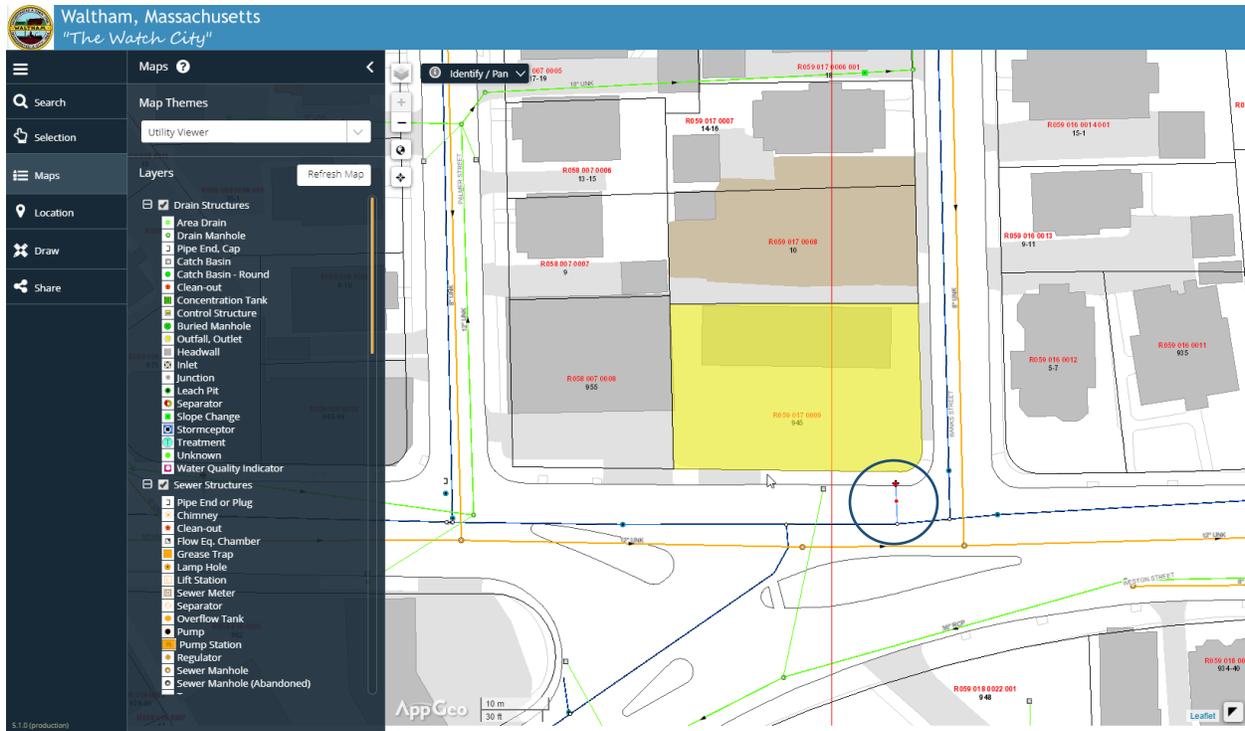
Once you have clicked on the “Maps” link a new screen will appear displaying the map legend and a “Map Themes” drop down menu. Select “Utility Viewer” (highlighted in blue) from the “Map Themes” drop-down menu.



4) Displaying Hydrant information

Once the “Utility Viewer” theme is selected you will notice the theme of the map has been changed. You are now viewing the hydrant/utility information near the property you have

selected. Hydrants (circled in blue) appear as red circles on top of a black cross on the map display.



5) Changing the Map Display

When viewing the map display on the “Utility Viewer” tab you can pan and zoom-in/out of the map display by using the navigation tools shown on the toolbar below. The tools are located in the upper-left side of the map display window.

