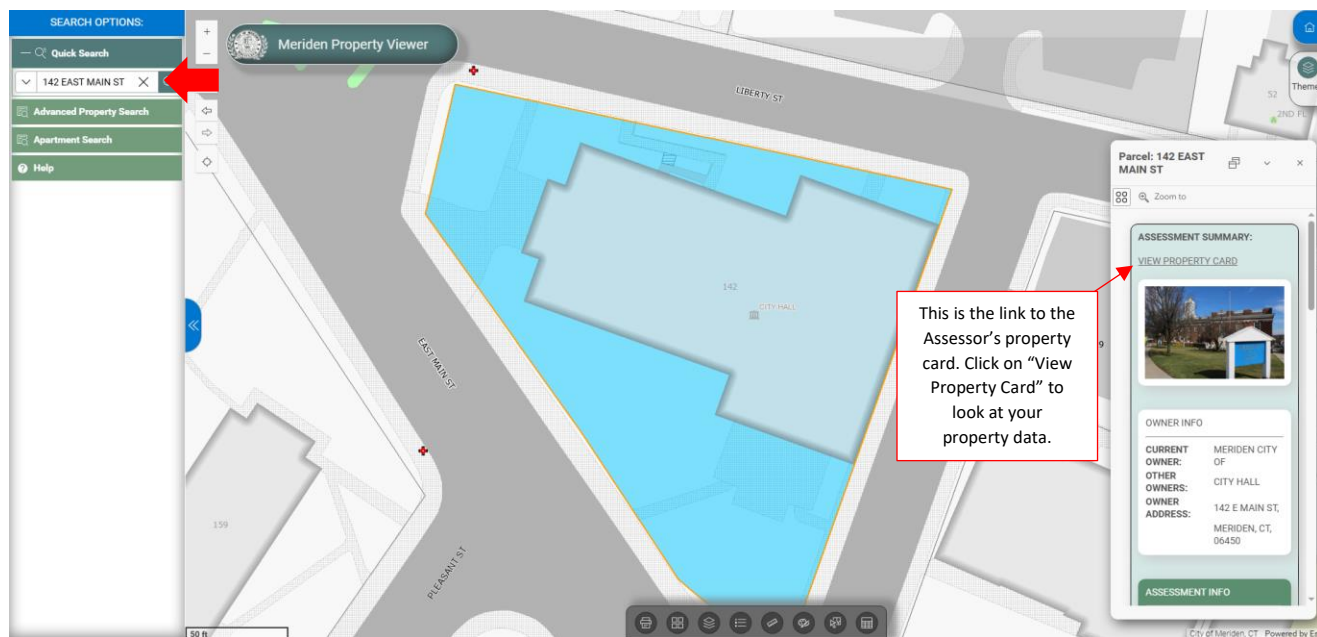




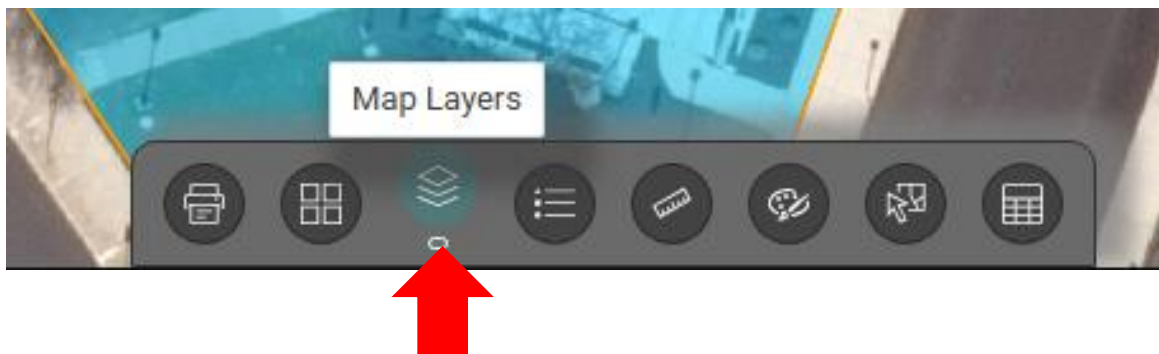
## How to print a GIS Map

1. Go to the Meriden GIS property viewer (<https://gis.meridencat.gov/propertyviewer/>)
2. In the upper left hand corner, you will see a box that says "Quick Search". Enter your address in that box and select your address. (If your address is not showing up in the search bar, try again using only the street number and the first portion of the street name to see if the address shows)

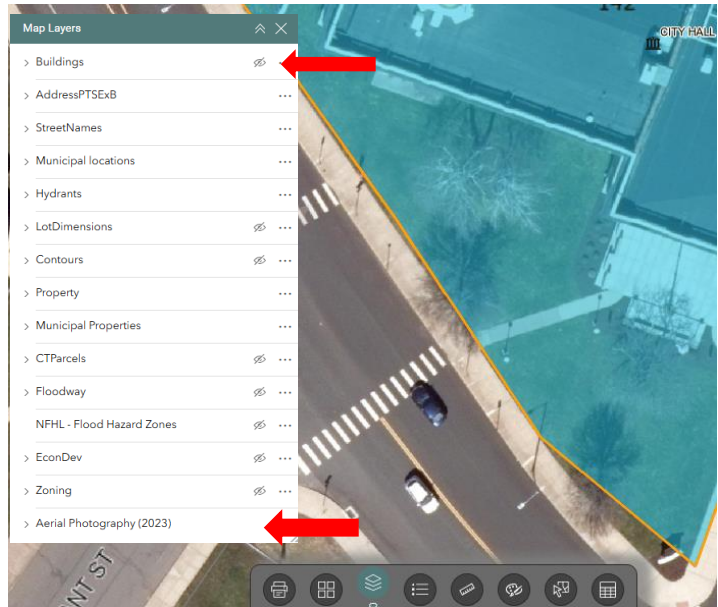
Once the address is selected, the program will zoom into your property and highlight your property lines in **orange**. A pop-up menu will appear and will show additional property information, including a link to the Assessor's Property Card (see example below of City Hall).



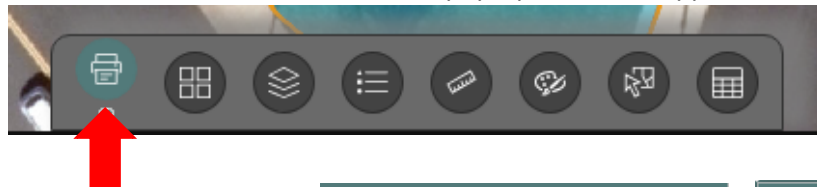
3. To prepare the map for printing, go to the bottom of the page where there is a menu of icons. Click "Map Layers". This will open up a pop-up menu of mapping features you can toggle on/off.



- In the “Map Layers” pop-up menu, toggle on “Aerial Photography (2023)” and toggle off “Buildings”. This will show an aerial image of your property and show details such as the house, trees, etc.

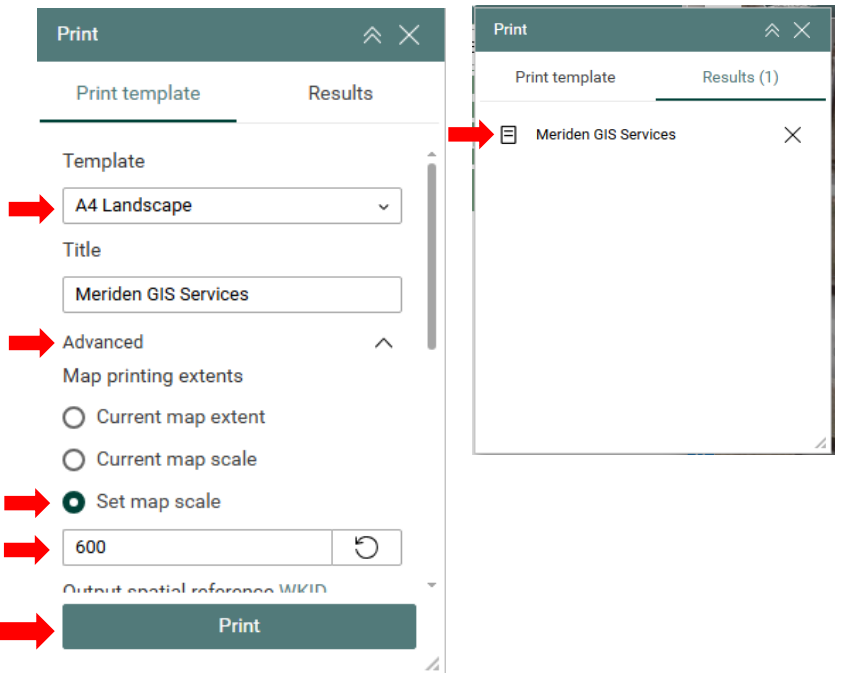


- In the bar along bottom of screen, select “Print” and a pop-up menu will appear.



- The pop-up menu will have two tabs: **Print Template** and **Results**

- Under **Print Template** tab, make sure the template selected is “A4 Landscape”. Click where it says “Advanced” for additional settings, select “Set map scale”, and a new box should appear below. Enter “600” into this box (*this will set the scale of the map*).



- Press “Print”
- The map will generate in the **Results** tab of the pop-up menu.
- Go to the **Results** tab and click the .PDF file to review your map.

*(If the map is too zoomed in or zoomed out, you may need to adjust the scale under print settings. Return to the **Print Template** tab and change the “600” number entered in the box beneath the “Set Map Scale”.*

- **To zoom out the map:** Increase the number. Try any of the following: 720, 840, 960, 1080, 1200
- **To zoom in in the map:** Decrease the number. Try any of the following: 480, 360, 240, 120

7. The GIS map should look like the example below. In general, the map should show the entirety of the property but be zoomed close enough, so the map can be easily drawn on and legible. Once you are satisfied with how the map turned out, you can download or print the map from within the .PDF file.



*Please remember that the GIS system only provides an approximate estimate of your property lines and is not an official survey.*

**If you require assistance, please call the Planning Department at (203) 630-4081.**