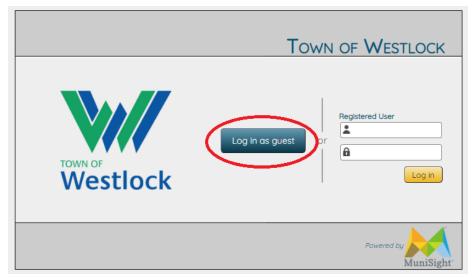


WEBMAP USER GUIDE

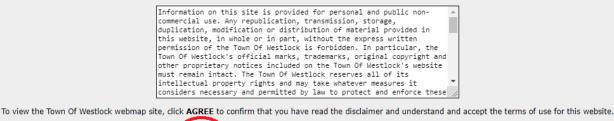
The Town of Westlock uses a program called MuniSight to provide information on properties within Town limits. By using this program, you can search for your property, find out the land use district (zoning) of your property and those around it, and access other information such as your assessment or past and present permits.

The instructions below will help you navigate the program:

- 1. Access MuniSight.
- 2. Click the "Log in as guest" button.



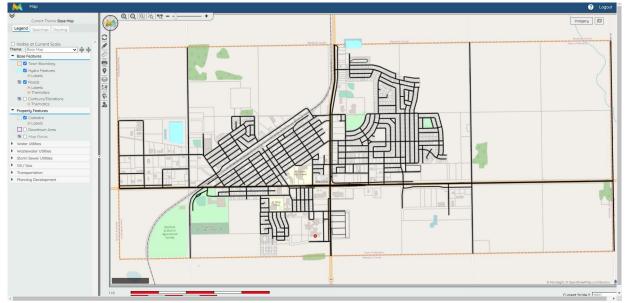
3. Read the disclaimer and click "Agree".



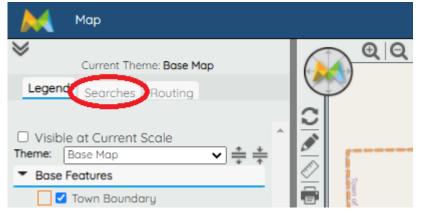




4. The main map will appear. This page may take several moments to load.



- 5. You can find your property in 2 ways: by scrolling and zooming in using your mouse or by utilizing the "Search" tab.
- 6. To use the search function, click on the "Search tab" near the top left corner of the page.





7. In the search field that appears, start typing in an identifying factor of your property. You can search by street address or legal land location (lot, block, plan or ATS). For ease of use, we suggest using either street address by entering in the first part of the address (as shown in the example below).

	Мар		
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	Current Theme: Base Map	_ (-)	()
Legend	Searches Routing		
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Search Gr			
Smart Sec	orch 🗸		
l.	10003 GO	1 1 1	
Search		B	
Criteria			
		59	
	· · · · ·	<u>ି</u> ? ଜ	
Clear	Search	<u> </u>	
Ciedr	Sedich	40	

8. Click "Go".

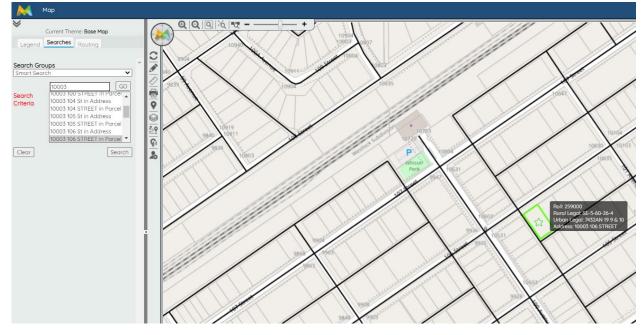
Search Grou	ps	
Smart Searc	h	~
Search Criteria	10003	60

9. A list of results will appear. Scroll through the list and select the result that matches your property. Then, click "Search".

Search Gro	oups	*
Smart Sea	rch 🗸	
	10003 GO	
Search	10003 105 St in Address	
Criteria	10003 105 STREET in Parcel	
	10003 106 St in Address	
	10003 106 STREET in Parcel	
	10003 107 St in Address	
	10003 107 STREET in Parcel	
	10003 109 St in Address	
Clear	Search	>



10. The map will zoom in and a green star will appear on the chosen property. If you hover your cursor over the property, a preview of the property information will appear.



11. Click on the property and a new screen will pop up (Note: Your pop-ups must be enabled).

app.munisight.com/Townof	Westlock/Content/Site/DataManad		
		jement.aspx?siteId=1&featureName=Ca	adastre_Public&keys=%7b"ld"%3a"
		Cadastre	
	Roll	259000	
	Provincial Linc Number	15824907	
A REAL PROPERTY AND	Rural Legal	SE-5-60-26-4	
STRAT.	Urban Legal	7432AN 19 9 & 10	
	Address	10003 106 STREET	
	Parcel Area	0 Feet	
	Subdivision		
	Zoning Code	DTMU	
	Zoning Description	DTMU	
	Electoral Area		
	Has Structures	True	
	Residential Occupied	False	
	Description Non-Standard Description	75 X 130 W 25' 10 TN OFFICE	
Toxes Assessment De			
Roll	259000		
Roll Fotal Assessment \$	259000		
Roll Fotal Assessment \$ Assessment Year	259000 \$479,110.00 N/A		
Roll Total Assessment \$ Assessment Year Annual Taxes	259000 1479,110,00 N/A \$0,00		
Roll Total Assessment \$ Assessment Year Annual Taxes Tax Year	259000 8479,110,00 N/A \$0,00 2021		
Roll Total Assessment \$ Assessment Year Annual Taxes Tax Year	259000 1479,110,00 N/A \$0,00		
Roll Total Assessment \$ Assessment Year Annual Taxes Tax Year	259000 8479,110,00 N/A \$0,00 2021		
Roll Fotal Assessment \$ Assessment Year Annual Taxes Fax Year	259000 8479,110,00 N/A \$0,00 2021		
Roll Total Assessment \$ Assessment Year Annual Taxes Tax Year	259000 8479,110,00 N/A \$0,00 2021		
Roll Total Assessment \$ Assessment Year Annual Taxes Tax Year	259000 8479,110,00 N/A \$0,00 2021		
Roll	259000 8479,110,00 N/A \$0,00 2021		



12. From this screen, you will be able to browse photos of the property and view other information.

		Cadastre	
	Roll	259000	ax Roll Number
	Provincial Linc Number	15824907	
414	Rural Legal	SE-5-60-26-4	Legal Location
C	Urban Legal	7432AN 19 9 & 10	
	Address	10003 106 STREET	Street Address
	Parcel Area	0 Feet	
and the second second	Subdivision		
	Zoning Code	DTMU	Land Use District
ate.	Zoning Description	DTMU	
	Electoral Area		
	Has Structures	True	
7	Residential Occupied	False	
Г	Description	75 X 130	
	Non-Standard Description	W 25' 10 TN OFFICE	
notos			

13. If you click on the linked Land Use District, a pdf of the related Land Use Bylaw regulations (such as height, setback and site coverage) will appear in a separate screen.

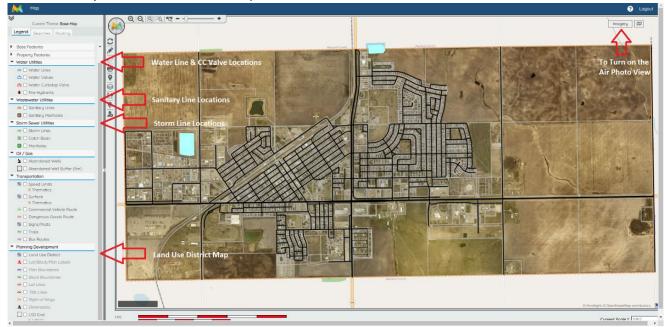
		Cadastre
	Roll	259000
	Provincial Linc Number	15824907
1 100000 414	Rural Legal	SE-5-60-26-4
Children and Child	Urban Legal	7432AN 19 9 & 10
	Address	10003 106 STREET
	Parcel Area	0 Feet
in state with	Subdivision	
	Zoning Code	ОТМИ
	Zoning Description	DIMU
	Electoral Area	
	Has Structures	True
	Residential Occupied	False
	Description	75 X 130
	Non-Standard Description	W 25' 10 TN OFFICE

14. The tabs in the middle of this window will provide information on the latest Tax Assessment, Historial Assessment and Development Permits (issued in or after 2015) for the property. Click on each tab to navigate between them.

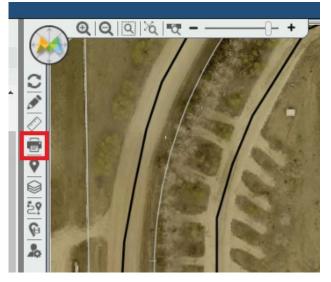
Taxes Assessment	Developme
Roll	259000
Total Assessment	\$479,110.00
Assessment Year	N/A
Annual Taxes	\$0.00
Tax Year	2021
Primary Year Built	N/A



15. You can also use MuniSight to view other layers of information for the Town. Click the checkbox beside each layer to add them to the map.

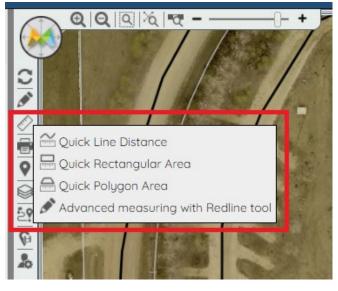


16. You can Print from MuniSight by clicking on the printer icon located on the side of the map.





17. You can also measure by clicking on the ruler icon and selecting one of the options (line, rectangle or polygon). Click once start measuring and double-click to finish measuring and display the results.



Property lines shown on MuniSight are an approximation. A survey performed by an Alberta Land Surveyor is required to determine the exact location of property lines. If you have any questions or encounter any errors or issuing accessing any information, contact Planning and Development at 780-349-4444 or <u>planning@westlock.ca</u>.