## LASERFICHE TUTORIAL RESEARCHING DANE COUNTY SURVEY RECORDS

PREPARED BY DANIEL FRICK, DANE COUNTY SURVEYOR 09-13-06

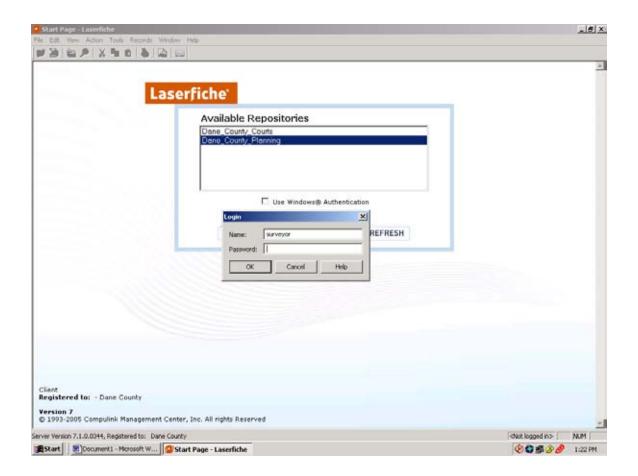
## SURVEYOR TERMINAL COMPUTER START UP SCREEN The orange hurricane looking symbol (Laserfiche Client 7.1) is the Dane County Survey Records database software. Double click to run program.



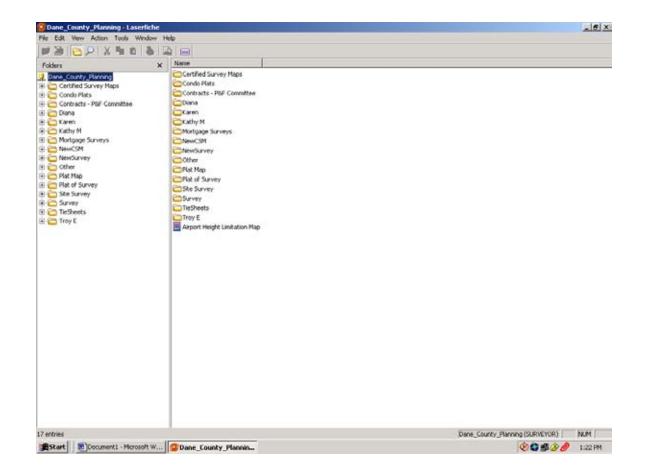
Be sure the "Dane County Planning" repository is selected and click the open icon. This will open the login and password.

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The login name for general use is "surveyor" and no password is associated with it. Select OK



The magnifying glass button will prompt the search fields screen.



The fields shown on the left of the screen are the fields you will populate to perform your search. You will need to leave the "Template" field set to Planning Records. It is typically best to leave the Document Type, Survey Type, and Municipality fields unpopulated. Fields you will typically be searching by are Number, Name, or a combination of Township Number, Range, Section and Quarter Section.

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There are many other fields that may be populated. I recommend not using them in most cases. A very important rule to remember when using this database is, **always search with vague information to return many related results.** You are able to refine your search or reorganize it into groups with the fields in the result window. Examples to follow.

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Subdivision plats and Certified Survey Maps can be quickly retrieved by entering the appropriate number in the Number field. If entering only the number, it will need to be an exact match. This particular plat has five records because it is in five sections. Due to the software specifications a separate record is entered for each section. This allows for a record to be returned if searching by only one section.

	×	Name	Surveyor's Name	Name	Quarter/Quarter	Block
eech  Bosic Text Search   Advanced Text Search   Phrase:  Phrase: Phra	L L	Plat Map 122600(3) Plat Map 122600(4) Plat Map 122600(5) Plat Map 122600(5) Plat Map 122600(2)	Seymour, William Seymour, William Seymour, William Seymour, William Seymour, William	MADESON, PLAT OF-CAPITOL OF WI MADESON, CAPITOL OF WISCONSIN MADESON, CAPITOL OF WISCONSIN MADESON, CAPITOL OF WISCONSIN MADESON, CAPITOL OF WISCONSIN	A, B, C, D, F, G, H, A, D, C, D, M, N E, F, G E, F, G, H, I, J L, M, N, O, P	

When entering a name or a number to retrieve records, it may be beneficial to enter an asterisk before and after the number. This indicates that you want to retrieve any records containing that number. Here I am searching for CSM 3320. Notice in this slide that the specific number is entered in the search Number field. Only one record is returned for a Plat of Survey.

	c Nome	Surveyor's_Name	Name	Quarter/Quarter	Block.
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Using the same number with the asterisk in front and back will return any record containing that number. Now the CSM is retrieved along with a few other maps. The CSM did not appear in the other search because of the zero in front of the number. The asterisk is a very important feature for this software.

arch	X Name	Surveyor's Name	Name	Quarter/Quarter	Block
earch  Basic Text Search Advanced Text Search  Phrase:  Phrase: Phras	X         Name           Plat Map 233200         Plat Map 233200           Survey +11320         Survey +13320           Survey +3320         Survey +3320           Survey +3320         Survey +3320           CSM 03320         Plat Map 233200           Plat Map 233200         Plat Map 23320           Plat Map 133200         Plat Map 133200	Melville, Jas.	Name SUN PRAIRIE Charokee II condo Homes-7th Addend HERITAGE HEIGHTS-1ST ADDITION MADISON, PRICHETTE PLAT AVA HAD SHOREWOOD-3RD ADDITION UNIVERSITY HILL FARMS, COMMERCI ASSESSIOR'S PLAT VILLAGE OF OREGON WESTERN ADDITION TO VALLEY VIE OFERIN ADDITION TO VALLEY VIE OFERIN HOL MELODY ACRES-FIRST ADDITION		17 4 71 36
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If you need to research an area within an existing plat, the best way to search is by using the Name field. This is where the vague input rule really applies. Many surveyors want to enter all the specific information for the plat they they are working in. The more information you give Laserfiche the less chance of an exact match in the database. It is logical to think that by giving the system more specific information you would be narrowing the search, but you are excluding more records from being "exact matches" that may pertain to your work. The information entered into the database is subject to ambiguity, error and typos. Every additional detail you give it, introduces more possibility for error. Keep it simple.

Here I am looking for any survey records on a specific lot in the Village of Mc Farland Assessor's Plat. It is beneficial to pick out the most unique part of a plat name to search with. In this Case, Mc Farland is the most unique term. Searching here for Mc Farland using the asterisks to find anything containing Mc Farland in the name field, we find 235 documents.

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Tompluto:       Planning Records         Tompluto:       Planning Records         Document, Type       Survey 76-7-127       Dinofris Kottke       MC FARLAND, VILLAGE OF ASSE         Document, Type       Survey 7357       Div       MC FARLAND, VILLAGE OF ASSE         Survey 1364       Grenke       MC FARLAND, VILLAGE OF ASSE         Survey 1375       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 2375       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 3090       Dy       MC FARLAND, VILLAGE OF ASSE         Survey 3090       Dy       MC FARLAND, VILLAGE OF ASSE         Survey 3090       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 3090       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 4192-A       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 4294       Dahlen       MC FARLAND, VILLAGE OF ASSE         Namber       Survey 4294       Dahlen       MC FARLAND, VILLAGE OF ASSE         Number       Survey 4294       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 4294       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 4294       Dahlen       MC FARLAND, VILLAGE OF ASSE         Survey 4294       Dahlen		Survey 6915 L	Weir	MC FARLAND, VILLAGE OF ASSE			
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Document_Type     Survey 5030     Oven     MC FARLAND, VILLAGE OF ASSE       Survey_Type     Survey 1364     Genile     MC FARLAND, VILLAGE OF ASSE       Survey_Type     Survey 2395     Dellien     MC FARLAND, VILLAGE OF ASSE       Survey_Type     Survey 2394     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey_Type     Survey 2394     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2009     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2090     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4554     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4554     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 74564     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 7000     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 7000		Survey 76-7-127	D'onofrio Kottke	MC FARLAND, VILLAGE OF ASSE			
Document_Type     Survey 5030     Owen     MC FARLAND, VILLAGE OF ASSE       Survey 1954     Genile     MC FARLAND, VILLAGE OF ASSE       Survey 1959     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1954     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 1959     Survey 2934     Mc FARLAND, VILLAGE OF ASSE       Survey 2009     Dy MC FARLAND, VILLAGE OF ASSE       Survey 1927     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2009     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2010     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2020     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4492:4     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4554     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4554     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 2084     Ballen     MC FARLAND, VILLAGE OF ASSE       Survey 20860     Dahlen <td>Template: Planning Records</td> <td>Survey 2357</td> <td>Ely</td> <td>MC FARLAND, VILLAGE OF ASSE</td> <td></td> <td></td> <td></td>	Template: Planning Records	Survey 2357	Ely	MC FARLAND, VILLAGE OF ASSE			
Survey 2995     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey Type     Survey 2995     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey Type     Survey 2995     Defilien     MC FARLAND, VILLAGE OF ASSE       Name     Survey 7271     Defilien     MC FARLAND, VILLAGE OF ASSE       Name     Survey 7492     Defilien     MC FARLAND, VILLAGE OF ASSE       Tmc ferlendit     Survey 7492     Defilien     MC FARLAND, VILLAGE OF ASSE       Namber     Survey 7492     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey 4492     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey 4492     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey 454     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey 4554     Defilien     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dafilien     MC FARLAND, VILLAGE OF ASSE <t< td=""><td></td><td>Survey 5030</td><td>Owen</td><td>MC FARLAND, VILLAGE OF ASSE</td><td></td><td></td><td></td></t<>		Survey 5030	Owen	MC FARLAND, VILLAGE OF ASSE			
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Survey_Type Survey		Survey 2935	Dahlen	MC FARLAND, VILLAGE OF ASSE			
Survey 3009     E/v     PKC FARLAND, VILLAGE OF ASSE       Name     Survey 271     Dahlen     MC FARLAND, VILLAGE OF ASSE       Tmc festiond*     Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Number     Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4492:A     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 4254     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 7000     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 7480     Underset Survey     MC FARLAND, VILLAGE OF ASSE       Survey 74800     Dahlen     MC FARLAND, VILLAGE OF ASSE </td <td>Summer and the</td> <td>Survey 4-2934</td> <td>Thousand</td> <td>MC FARLAND, VILLAGE OF ASSE</td> <td></td> <td></td> <td></td>	Summer and the	Survey 4-2934	Thousand	MC FARLAND, VILLAGE OF ASSE			
Name     Survey 2771     Dahlen     MC FARLAND, VILLAGE OF ASSE       Name     Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       "mic farlend"     Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       Number     Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1492     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1494     Bahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1494     A B O     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 10394     Wer     MC FARLAND, VILLAGE OF ASSE       Survey 10396     E/y     MC FARLAND, VILLAGE OF ASSE	parvey_type	Survey 3009	Dy	MC FARLAND, VILLAGE OF ASSE			
Immonstrag_Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 45888     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Lindherk Survey     MC FARLAND, VILLAGE OF ASSE		Survey 2771	Dahlen	MC FARLAND, VILLAGE OF ASSE			
Immonstrag_Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 45888     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Lindherk Survey     MC FARLAND, VILLAGE OF ASSE	Name	Survey 4492	Dahlen	MC FARLAND, VILLAGE OF ASSE			
Immonstrag_Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Number     Survey 4524     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 45888     Thousand     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 56894     A b O     MC FARLAND, VILLAGE OF ASSE       Survey 2060     Dahlen     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Survey 1000     MC FARLAND, VILLAGE OF ASSE       Survey 1000     Lindherk Survey     MC FARLAND, VILLAGE OF ASSE		Survey 4492-A	Dahlen	MC FARLAND, VILLAGE OF ASSE			
Number  Number  Survey 4254 Dehlen MC FARLAND, VILLAGE OF ASSE  Survey 45688 Nousand MC FARLAND, VILLAGE OF ASSE  Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE Survey 2060 Dehlen MC FARLAND, VILLAGE OF ASSE	"mc farland"		Dahlen	MC FARLAND, VILLAGE OF ASSE			
Survey 4-5888         Thousand         NC FARLAND, VILLAGE OF ASSE           Municipality         Survey 5 6894         A B.O         MC FARLAND, VILLAGE OF ASSE           Survey 2060         Dahlen         MC FARLAND, VILLAGE OF ASSE           Survey 10394         Wer         MC FARLAND, VILLAGE OF ASSE           Survey 702940         Landhork Survey         MC FARLAND, VILLAGE OF ASSE           Survey 102944         Wer         MC FARLAND, VILLAGE OF ASSE           Survey 102940         Landhork Survey         MC FARLAND, VILLAGE OF ASSE           Survey 12866         Ely         MC FARLAND, VILLAGE OF ASSE	Number		Dahlen	MC FARLAND, VILLAGE OF ASSE			
Municipality         Survey 5 6844         A B O         NC FARLAND, VILLAGE OF ASSE           Survey 2060         Dahlen         MC FARLAND, VILLAGE OF ASSE           Survey 10394         Wee         MC FARLAND, VILLAGE OF ASSE           Toeinship_Munder         Survey 2486         Ely         MC FARLAND, VILLAGE OF ASSE			Thousand	MC FARLAND, VILLAGE OF ASSE			
Township_Number  Townsh	A CONTRACTOR OF		ABO	MC FARLAND, VILLAGE OF ASSE			
Toenstap_tamber Survey M2190 Landnerk Survey M2190 MC FARLAND, VILLAGE OF ASSE Survey 2186 Ely MC FARLAND, VILLAGE OF ASSE	Municipality	Survey 2060	Dahien	MC FARLAND, VILLAGE OF ASSE			
Survey 2466 Ely MC FAILAND, VILLAGE OF ASSE		Survey 10394	Wer	MC FARLAND, VILLAGE OF ASSE			
Survey 2406 Ely MC FARLAND, VILLAGE OF ASSE	Township to when	Survey M2490	Landmark Survey	MC FARLAND, VILLAGE OF ASSE			
Search Reset Savey 11649 Wei NC FARLARD, VILLARE OF ASSE	township_towner	Survey 2486	Ely	MC FARLAND, VILLAGE OF ASSE			
Search Heset He man and a line was the line term to the	increased in the second	Survey 11649	Weir	MC FARLAND, VILLAGE OF ASSE			
Internet in the second se	Search Heset	E	Mulder 1	MP EARLAND, UNIT ARE ARE ARE			

Performing the same search but taking out the space between the c and F in Mc Farland, we find another 77 documents. Remember ambiguity and error in the database. Spaces in names and apostrophes seem to be the most frequent problems. The information is entered directly into the database from the surveys, as written. If a survey comes into the office and the heading or description reads 4<sup>th</sup> Addition of a plat instead of **Fourth** Addition, that is how it will get entered. For this reason, it is typically a bad idea to use a number as a unique part of a plat name.

20 🔎 X 🐂 🛍 💩 🖾 🖂	×	Name	Surveyor's Name	Name	Quarter/Q	Block.	Lot
		CSM 03176	Weir, George A	ASSESSOR'S PLAT VILLAGE OF M			
2	-	CSM 02204	Weir, George	MCFARLAND ASSESSOR'S PLAT			
Customize Search		CSM 02409	Thomack, Firederick	MCFARLAND ASSESSOR'S PLAT			
Customire Search		CSM 02362	Weir, George A	ASSESSOR'S PLAT OF THE VILLA			
		CSM 02102	Weir, George	MCFARLAND ASSESSOR'S PLAT			
ext 🕡 🥹		CSM 01256	Hunt, Paul	MCFARLAND ASSESSOR'S PLAT			
Basic Text Search Advanced Text Search		Survey 2004-00291	Kauki, Alden	MCFARLAND ASSESSOR'S PLAT			
Basic rest search [] wayanced rest search		Survey 2004-00418	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
Phrase:		Survey 2004-00739	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
mase.		Survey 2004-00666	Jenkins, Dave	MCFARLAND ORIGINAL PLAT			1, 3
		Survey 2004-01128	Sirrenkott, Daniel	MCFARLAND, ASSESSOR'S PLAT			
Petrase CAND COR CNOT CWITHIN		Survey 2000-00531	Birrenkott, Daniel	MCFARLAND, VILLAGE-ASSESSO			
		Survey 2005-00257	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
- Karal Sanak		Survey 2005-00679	Sirrenhott, Daniel	MCFARLAND ASSESSOR'S PLAT			
Fuzzy search		Survey 2005-00950	Jenkins, Dave	MCFARLAND ASSESSOR'S PLAT			
		CSM 00900	Thousand, Anthony	MCFARLAND ASSESSOR'S PLAT			
ield 🛛 😳 😳	-	CSM 00812	Weir, George	MCFARLAND ORIGINAL PLAT		41	7,
		CSM 00570	Weir, George	MCFARLAND, ORIGINAL PLAT		41	7,1
Template: Planning Records		CSM 01070	Thousand, Anthony	MCFARLAND ORIGINAL PLAT		42	1, 2
		Survey 2005-01360	Eirrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
Document_Type		Survey 2005-01362	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			2
		Survey 2006-00500	Gerhardt, Mark	MCFARLAND ASSESSOR'S PLAT			
Survey_Type		Survey 1990-00368	Gerhardt, Mark	MCFARLAND, VILLAGE OF, ORIG		27	
Percel 7.1he		Survey 2003-00012	Williamson, Ronald	VILLAGE OF MCFARLAND ORIGI		25	10
		Plat Map 213700	Thousand, Anthony	SCHOOL ADDITION TO MCFARL			
Name		Survey 2006-00132	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
*mdarland*		Plat Map 127700	Ely, Alex	MCFARLAND ASSESSOR'S PLAT			
		Plat Map 055700	Marcy, W. L.	EDWARD'S ADDN TO MCFARLAND			
Number		Plat Map 127600	Hough, William	VILLAGE OF MCFARLAND			
		CSM 07501	Sarko, Roland	MCFARLAND ASSESSOR'S PLAT			
		CSM 07012	Kauki, Alden G	ASSESSOR'S PLAT VILLAGE OF			2
Municipality		CSM 06846	Grenke, Thom	MCFARLAND ASSESSOR'S PLAT			
-		CSM 06090	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT			
Township_Number	+1	CSM 05765	Sarko, Roland F	ASSESSOR'S PLAT OF VILLAGE 0			
	-	CSM 04887	Sarko, Roland F	ASSESSOR'S PLAT VILLAGE OF M			
Search Reset		Survey 4-3031	Thousand	ANDERSON'S ARTHUR ADDITIO			17
(Treset		E	Outstand Enco	IMPERICANE ARTIS IN ARAPTTA			12

Using a unique partial word is a great way to search. This will solve the Mc Farland space problem. Here I have searched using only the \*mc\* and find 412 documents. The same is true for an apostrophe situation. To refine the search, use the fields at the top of the documents list to reorganize them. This is where you want to use your specific area information, such as plat name, lot, block or outlot.

ch .	×	Name	Surveyor's Name	Name	Quarter/Q	Block.	Lot	
		Survey 2000-00012	Williamson, Ronald	VILLAGE OF MCFARLAND ORIGI		25	10	1
2	-	Survey 2003-00110	Marty, Michael	MCKAY CENTER				
Customize Search		E Plat Map 120200	LICHT, HOWARD	MORENZIE COMMERCIAL PLAT				
		Flat: Map 213700	Thousand, Anthony	SCHOOL ADDITION TO MOFARE				
		Plat Map 128400	Thousand, Anthony	MONUTT ASSESSOR'S PLAT				
ext 🕡 🥥		Plat Map 127700	Ely, Alex	MCFARLAND ASSESSOR'S PLAT				
Basic Text Search Advanced Text Search		Plat Map 127300	Marcy, WL	MCCUE'S SUBDIVISION				
Dasic Text Search		Fist Map 127100	Icke, John	MCCORMICK REPLAT				
hrase:		Plat Map 128000	Owen, R 5	MOXEMNA PARK, SUBDIVISION				
nase.		Plat Map 127900	Owen, Ray	MCKENNA PARK				
		Plat Map 055700	Marcy, W. L.	EDWARD'S ADDN TO MCFARLAND				
Phrase CAND COR CNOT CWITHIN		E Plat Map 084600	Warner, H. M.	HALL AND MCEWEN'S ADON BLA				
		Plat Map 127600	Hough, William	VILLAGE OF MCFARLAND				
- provide the second		CSM 07501	Sarko, Roland	MCFARLAND ASSESSOR'S PLAT				
Fuzzy search		CSM 07012	Kauki, Alden G	ASSSESSOR'S PLAT VILLAGE OF			2	
		CSM 06846	Grenile, Thom	MCFARLAND ASSESSOR'S PLAT				
eld 🔍 🥹		CSM 06090	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT				
		CSM 04887	Sarko, Roland F	ASSESSOR'S PLAT VILLAGE OF M				
Template: Planning Records		CSM 05765	Sarko, Roland F	ASSESSOR'S PLAT OF VILLAGE O				
		CSM 03176	Weir, George A	ASSESSOR'S PLAT VILLAGE OF M				
locument_Type		CSM 02704	Weir, George	MCFARLAND ASSESSOR'S PLAT				
		CSM 02409	Thomack, Frederick	MCFARLAND ASSESSOR'S PLAT				
		CSM 02362	Weir, George A	ASSESSOR'S PLAT OF THE VILLA				
karvey_Type		CSM 02102	Weir, George	MCFARLAND ASSESSOR'S PLAT				
		CSM 01256	Hunt, Paul	MCFARLAND ASSESSOR'S PLAT				
lame		CSM 01078	Thousand, Anthony	MCFARLAND ORIGINAL PLAT		42	1, 2,	į
		CSM 00900	Thousand, Anthony	MCFARLAND ASSESSOR'S PLAT				
mc1		CSM 00012	Weir, George	MCFARLAND ORIGINAL PLAT		41	7, 8,	
amber		CSM 00570	Weir, George	MCFARLAND, ORIGINAL PLAT		41	7, 0,	
		Survey 2004-00291	Kauki, Alden	MCFARLAND ASSESSOR'S PLAT				
Sector States		Survey 2004-00418	Birrenkott, Daniel	MCFARLAND ASSESSOR'S PLAT				
funicipality		E Survey 2004-00739	Birreckott, Daniel	MCFARLAND ASSESSOR'S PLAT				
-		Survey 2004-00666	Jenkins, Dave	MCFARLAND ORIGINAL PLAT			1, 2	
Toenship Namber	+1	Survey 2004-00916	Gerhardt, Mark	HALL AND MCEWEN'S ADDITION		12	3, 6	
	-	Survey 2004-01128	Birrenkott, Daniel	MCFARLAND, ASSESSOR'S PLAT				
Search Reset		Survey 2000-00531	Birrenkott, Daniel	MCFARLAND, VILLAGE-ASSESSO				
Heset		ALL C	Million Anthonys	LALL AND MERCENCE ADDALLED.			1.	

If you click on the plat name, the list will reconfigure by name in alphabetical order. Now we have a list with the different plats grouped together. We are now able to look at all of the surveys within a specific plat and look at the lot numbers associated with them.

ech .	× None	Surveyor's Name	Name 4	Block	Lot
	Survey 795	Bridwell Eng	ANDERSON'S ARTHUR ADDITION TO VILLAGE 0		17, 20
2	Survey 4-3031	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		17
Customize Search	Survey 690	Bridwell Eng	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		12
Customize Search	Survey 4-4127	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		11
	Survey 4-4065	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		
ext 🕑 🥝	Survey 76-7-127	Burse	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		4
	E Survey 4-4179	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		3
Basic Text Search Advanced Text Search	Survey 4-4359	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		16
hrase:	Survey 4-2521	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE O		14
niase.	E Plat Map 003400	Dohlen, Andrew	ARTHUR ANDERSON'S ADDITION TO THE VILLA		
	E CSM 02362	Weir, George A	ASSESSOR'S PLAT OF THE VILLAGE OF MCFARL		
Physice CAND COR CNOT CWITHIN	CSM 05765	Sarko, Roland F	ASSESSOR'S PLAT OF VILLAGE OF MCFARLAND		
	E CSM 06189	Weir, George A	ASSESSOR'S PLAT VIL OF MCFARLAND		
and the second se	E CSM 03679	Knuteson, Gregor	ASSESSOR'S PLAT VIL OF MCFARLAND		
Fuzzy search	CSM 04887	Sarko, Roland F	ASSESSOR'S PLAT VILLAGE OF MCFARLAND		
	CSM 04256	Knuteson, Gregor	ASSESSOR'S PLAT VILLAGE OF MCFARLAND		
eld 🕡 😳	CSM 03176	Weir, George A	ASSESSOR'S PLAT VILLAGE OF MCFARLAND		
	CSM 10584(2)	Jenkins, Dave	ASSESSOR'S PLAT VILLAGE OF MCFARLAND		
emplate: Planning Records	CSM 06919	Weir, George A	ASSESSOR'S PLAT VILLAGE OF MCFARLAND		
	E CSM 07012	Kauki, Alden G	ASSSESSOR'S PLAT YELLAGE OF MOTAPLAND		2
locument_Type	Flat Map 055700	Marcy, W. L.	EDWARD'S ADDN TO MCFARLAND		
	Plat Map 173000	Weir, George	GEORGE PAULSON ADDITION TO VILLAGE OF M		
and the second se	Plat of Survey 94-0695	Miler	HALL & MC EWEN'S ADDITION BLACK EARTH	9	1
karvey_Type	Plat of Survey 1997-0	Walker	HALL & MC EWEN'S ADDITION BLACK EARTH	13	5, 6, 7
	Survey 712-L	Cheney	HALL B. MC EWEN'S ADDITION BLACK EARTH	21	5, 6, 7
lame	Survey 607	Grenke	HALL & MC EWEN'S ADDITION BLACK EARTH	21	4, 5, 6.,
	Survey \$926	Cheney	HALL 6 MC EWEN'S ADDITION BLACK EARTH	21	3,4
mc	Survey 3463	Dy	HALL 6-MC EWEN'S ADDITION BLACK EARTH	16	4,5
unber	Survey 712-L (2)	Cherey	HALL & MC EWEN'S ADDITION BLACK EARTH	21	4,5
	Survey 6273D	Cheney	HALL & MC EWEN'S ADDITION BLACK EARTH	21	3, 4
	Survey C-73		HALL & MC EWEN'S ADDITION BLACK EARTH	20	3,4
unicipality	Survey 2605L	Ely	HALL & MC EWEN'S ADDITION BLACK EARTH	17, 26	
	Survey MS90	Knubeson	HALL & MC EWEN'S ADDITION BLACK EARTH	17	
ownship Namber	Survey 2058	Ely	HALL & MC EWEN'S ADDITION BLACK EARTH	16	5,8
and the second	Survey 2413	Ely	HALL & MC EWEN'S ADDITION BLACK EARTH	16	3
instant instant	Survey 87-02-101	D'unofrio Kottke	HALL & MC EWEN'S ADDITION BLACK EARTH	14	3, 6, 7
Search Reset	IN CASE FURNISHING	Wennelsin Walthan	LIAIT & MATCHERRY APPOINTANT DI ANY EXAMPLE	*.*	4.7

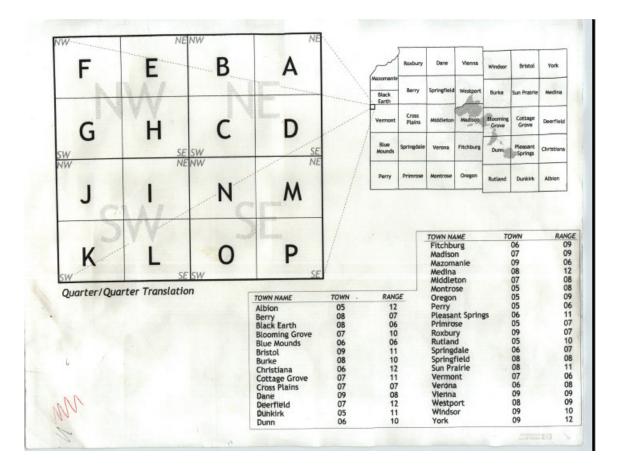
Here I have reorganized the same list by lot number. If I am only looking for a survey on Lot 6, I have just narrowed my search from 412 to 14 with one click of the mouse. The reoccurring theme here is pull a lot with your initial search and refine it in the results window.

ed.	× Name	Surveyor's Name	Nation	Block	Lot 4	T
	Survey 1569	Ely	MC FARLAND, VILLAGE OF	42	5	-
	Survey 3132	Ely	MC FARLAND, VILLAGE OF	24	5	
Customize Search	Survey 11091 L	Weir	MC FARLAND, VILLAGE OF	24	5	
Cumoinize Search	Survey M867	Moeinne	MC KAY'S REPLAT OUTLOT "A"	4	5	
	5urvey 2212	Ely	MC KAY'S REPLAT OUTLOT "A"	5	5	
ext 🕡 🥹	Survey 666	Dahlen.	MC KAY'S REPLAT OUTLOT "A"	5	5	
Basic Text Search Advanced Text Search	Survey H 118	Hintz	MCKENNA PARK	8	5, 6	
Basic Text Search Advanced Text Search	Flat of Survey 96-0699	Gerhardt	OUR MASTER'S UMC		5, 6	
hrase	Survey 7124	Cheney	HALL & MC EWEN'S ADDITION BLACK EARTH	21	5, 6, 7	
mase.	Survey 6018 L	Weir	MC FARLAND, VILLAGE OF	26	5, 6, 7	
	E CSM 03462	Knutson, Gregory	MCFARLAND, VILLAGE	3	5, 6, 7	
Phrase CAND COR CNOT CWITHIN	Plat of Survey 1997-0	Walter	HALL & MC EWEN'S ADDITION BLACK EARTH	13	5, 6, 7	į
	Survey 2058	Ely	HALL & MC EWEN'S ADDITION BLACK EARTH	16	5,8	
	Survey 4-4065	Thousand	ANDERSON'S ARTHUR ADDITION TO VILLAGE 0		6	
Fuzzy search	Survey 1809 (2)	Ely	MC FARLAND, VILLAGE OF	41	6	
	Survey M762	Mceinna	MCKENNA PARK	6	6	
ield 🔍 😳		Owen	MCKENNA PARK	1	6	
	CSM 03958	Halverson, John	HALL AND MCEWEN'S ADDITION	15	6,7	
Template: Planning Records	Survey H 73	Hinkz	MCKENNA PARK	7	6,7	
	Survey 4-3735	Thousand	MC FARLAND, VILLAGE OF	2	6,7	
Document_Type	Survey FN8702101	D'onofrio Kottke	HALL & INC EWEN'S ADDITION BLACK EARTH	14	6,7	
	C.S.M. (664)		MC FARLAND, VILLAGE OF	41	7	
in and the second se	Survey 1260	Bridwell Eng	MC CORMICK'S SUBDIVISION, ASSESSOR'S PLAT		7	
Survey_Type	Survey +-13162	Sarko	MC FARLAND, VILLAGE OF	25	7	
	Survey S64	Bridwell Eng	MC CORMICK'S SUBDIVISION, ASSESSOR'S PLAT	2	7	
Name	Survey 7067	Weir	MC FARLAND, VILLAGE OF	41	7	
	Survey 3094	Ely	MC CORMICK'S SUBDIVISION, ASSESSOR'S PLAT	1	7,0	
"mc"	Survey 1013	Klein	MC FARLAND, VILLAGE OF	20	7,0	
Number	Survey 3759-L	Dy	MC FARLAND, VILLAGE OF	41	7, 0, 9	
	Survey 5480	Weir	JOHNSON'S ADDITION, MC FARLAND	1	7, 8, 9	
	Survey SS04	Owen	MCKENNA PARK	4	7, 8, 9	
Aunicipality	CSM 00812	Weir, George	MCFARLAND ORIGINAL PLAT	41	7, 8, 9.,	ŝ
	CSM 00570	Weir, George	MCFARLAND, ORIGINAL PLAT	41	7, 8, 9	Ļ
Township_Number	_1 Survey 4-25030	Sarko	MCKENNA PARK	5	8	
and the second se	Survey 6276	Cheney	JOHNSON'S ADDITION, MC FARLAND	1	8, 9	
Preset Drevel	Survey 6521	Weir	JOHNSON'S ADDITION, MC FARLAND	1	8, 9	
Search Reset	AN C	et	MAY EARLAND, UNITARE AE			

Similarly, you can do the same to find a survey record within a CSM. In the Name field enter CSM\* to indicate to the software that you want anything with a name field beginning with CSM. The name field is typically taken from the heading or description on a survey. If you know the underlying CSM number you can look for subsequent surveys.

ah 🥭	×		Surveyor's Name	Nation 4	Block	Lot	Quarter/Quarter	100
<b>2</b>		Survey 2006-00764	Birrenkott, Daniel	CSM 09791		4	c	1
	-	Survey 2006-00747	Birrenkott, Daniel	CSM 09791			c	
Customize Search		Survey 2000-00879	Ziehr, Michael	CSM 09064		1	c	
Customize search		Survey 2005-00538(2)	Birrenkott, Daniel	CSM 09872		1	c	
		Survey 2004-00457	Frick, Daniel	CSM 09884			D	
ext 🕡 🥥		Survey 2003-01079	Michaels, Ross	CSM 09895		2	8	
Basic Text Search Advanced Text Search		Survey 2005-01157	Radel, Kevin	CSM 09931		3	ε	
Basic Text Search		Survey 2004-01672	Birrenkott, Daniel	CSM 09984		1	н	
wase:		CSM 11593	Radel, Kevin	CSM 10016		2, 4	L, K	
neue.		Survey 2001-00895(2)	Favorite, John	CSM 10069		2	G, F	
		Survey 2001-00576	Favorite	CSM 10069		2	D, F, G	
Phrase CAND COR CNOT CWITHIN		Survey 2001-00895	Favorite	CSM 10069		2	D, F, G	
		Survey 2002-00379	Riesop, David	CSM 1011		4	A	
Fuzzy search		Survey 2005-00072	Grenile, Thom	CSM 10145		1	L	
Puzzy search		Survey 2001-00780	Birrenkott.	CSM 10149		1	н	
		Survey 2004-00938	Birrenkott, Daniel	CSM 10158		1		
eld 😯 🥹	1	CSM 07320	Cheney, David	CSM 1016		1	D	
		Survey 2004-00868	Radel, Kevin	CSM 10172		1	н	
emplate: Planning Records		Survey 2002-01160	Barsness, Wayne D	CSM 10177		2	0, P	
		CSM 11265	Jenkins, Dave	CSM 10208		1, 2	D	
ocument_Type		Survey 2002-00368	Riesop, David	CSM 10218			t.	
		Survey 2002-00368(2)	Riesop, David	CSM 10218		1	E	
urvey_Type		Survey 2003-00400	Sturm, Eric	CSM 10220			3, L	
ave/		Survey 2005-00917	Jenkins, Dave	CSM 10227		2	1	
		Survey 2004-00620	Northrup, Glen	CSM 10230			G	
awe		Survey 2003-00827	Northrup, Glen	CSM 10230		2	6	
2000		Survey 2002-00662	Thousand, Francis	CSM 10255		1		
osm*		Survey 2005-00380	Birrenkott, Daniel	CSM 10268			1, 6,	
unber		Survey 2004-01154	Radel, Kevin	CSM 10269		2		
		Survey 1998-00432	Keach, Craig	CSM 1027		1		
NEW 200		Survey 2005-00624	Birrenkott, Daniel	CSM 10279		1	C, D	
unicipality		Survey 2005-00771	Birrenkott, Daniel	CSM 10279			C, D	
-		Survey 2005-01535	Birrenkott, Daniel	CSM 10279		1	C, D	
ownship_Number	-1	Survey 2005-00511	Williamson, Ronald	CSM 10280		z		
	1	Survey 2004-00645	Williamson, Ronald	CSM 10281		1	G	
Search Reset		Survey 2006-00644	Grenile, Thom	C5M 10308		3	E	
Heset		10 C	Analis Thepas					

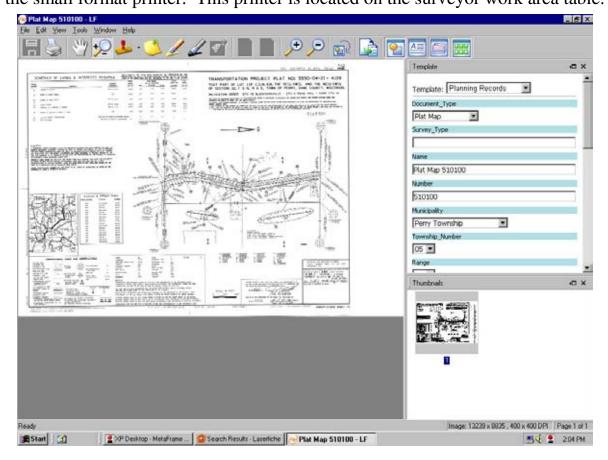
Researching survey records in unplatted areas is typically done by Town, Range, Section, and ¼, ¼. To have a simple unique identifier for each quarter quarter, Dane County developed a lettering scheme shown below. This list is always kept right at the computer terminal for reference.



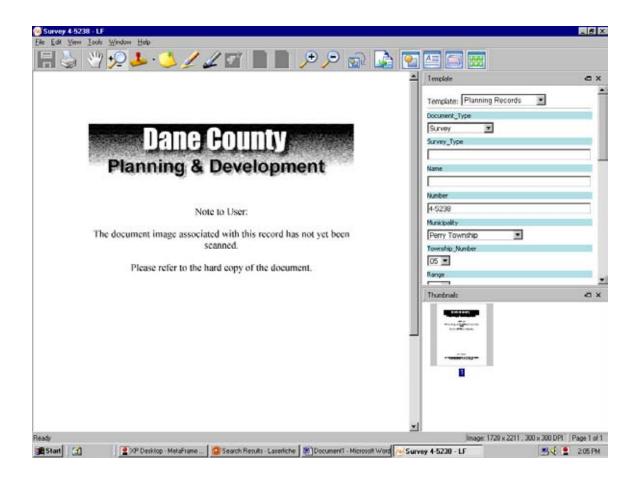
To search by USPLSS reference, populate the Township Number, Range, Section and Quarter/Quarter fields. Again you will want to use the asterisks on the quarter quarter identifier. This will return any documents that contain that quarter quarter. Without the asterisks, it will not return an document that is in multiple quarter quarters. Performing this same search without the asterisks would not return any documents because there are none that are only in the "i" quarter quarter. These surveys are all in multiple quarter quarters.

20 🖸 🖉 🗶 🐂 🛍 💩 🖾 🖂 🖂 ent	×	Name	Surveyor's Name	Name	Quarter/Q / Block	Lot
Survey_Type Name	-	C.S.M. (521) Survey 5 2065 Survey 9-606 Survey 9-606 Flat Map 510100 Flat Map 510100A	A & O Thousand Thousand Buchte, Jay	Plat Map 510100 TPP 5590-04-21-4.09-1st Am	I, J, K, L, M, N, I, L	
Number						
Municipality						
Township_Number 05 II Range 06 II Section						
Quarter/Quarter						
<del>۲</del>						
Lot	_					
outor						
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Search Reset		4				

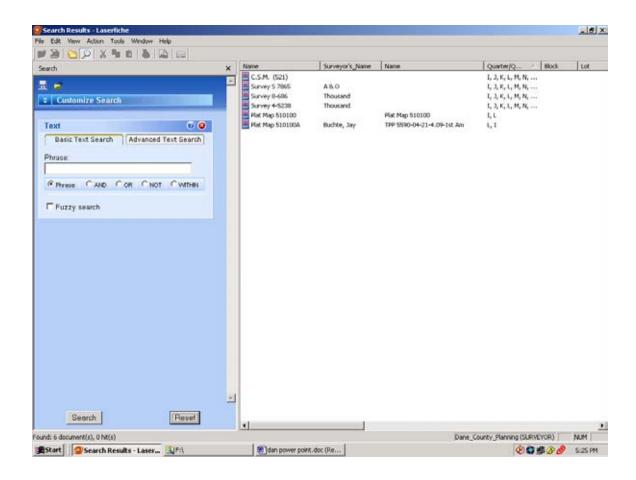
You may double click any of the documents, in the results window, to open the image. If the document has been scanned and indexed, you will see the image and may print the document. The default print settings are for large format on the plotter adjacent to the surveyor work area. **Please do not change any print settings for the large format plotter**. Larger format documents "should be" input properly to print without any rotation or paper size manipulation. If a problem occurs, please seek help from any of the Records and Support division staff. It may be necessary to manipulate printer selection and paper size to the small format printer. This printer is located on the surveyor work area table.



If you see the Dane County Planning and Development blank place holder, you will need to look up the paper copy. This indicates that the document has not yet been scanned and no image exists.



To clear search data, click the reset button at the bottom right of the search window. This will collapse the search fields as shown.



Pull down the customize search tab and select Field. The search fields will expand again.

