

La Crosse County Land Records System Documentation

How To Access

The Land Records Information Site can be accessed through the La Crosse County Web Site at <http://www.co.la-crosse.wi.us>. Look for the link on either the County home page or on departmental pages including Zoning, Planning & Land Information, Treasurer, and Register of Deeds.

County Disclaimer/Requirements

Upon entering the site a disclaimer is displayed. This disclaimer also includes information that you must know about the environment.

From here there are connections to download Internet Explorer 6 and Adobe Acrobat Reader which are both required to run this application correctly.

Clicking on the “Accept” button activates the Land Records Information Home Page.

General Navigation information


Links and information on the left hand column

The left hand band of the page is constant throughout the site. This area contains links to the Search Categories, associated County Departmental Pages, and on-line help.

Note: With the exception of the “Search Category” links, and “Land Records Information Home”, all other links will open in a new window. Depending upon your screen size and resolution setting, you may be able to view both screens simultaneously.

Browser Window

Depending upon each PC Monitor Size and display resolution, the amount of information seen on the display window will vary. If all information is unable to be displayed, scroll bars will appear to allow you to navigate to view the additional information.

 This symbol/icon is used throughout the entire Web Site. By clicking on this symbol, additional information regarding the label to the left of the symbol will be displayed. These windows must be closed before you will be able to continue navigating through the site.

Related links: In all the forms of this application, they are underlined and colored in blue. These links will open PDF files, or a new website in a new browser window.

Search Category

Search Criteria Rules/Suggestions

The most efficient search is by Tax Parcel number. If this number is known, none of the other fields will be needed to locate the information.

The search data is NOT case-sensitive, so putting in “smith” or “SMITH” will return the same results.

We recommend that you put all known information regarding the parcel you are searching for into the search criteria all at once. (i.e., Name, Street Name, Municipality)

The search criteria do NOT automatically clear after each search. This was done intentionally so the search can be built upon, and it enables you to see what parameters were used in the displayed result grid. After entering the criteria and selecting the "Perform Search" button, a grid of results will be displayed. This result may be narrowed down by adding additional information to the search parameters. Example: Search was performed on Last Name "Johnson" and 1,095 records were returned. By adding the municipality "Town of Onalaska," the system now returns only 159 records.

To clear the search criteria, select the button "Clear All Search Criteria."

How the Search Criteria works

When a value is entered in any of the search fields, the system does a "Match at Beginning" comparison to the database. Example: If you put in "CHRISTIAN" in the Last Name field, the results will return all of the following: "CHRISTIAN", "CHRISTIANO", "CHRISTIANS", "CHRISTIANSEN", "CHRISTIANSON", etc.

If you want to return only the records that are "CHRISTIAN", then click on the "Exact Match" check box.

Sometimes the part of the name you are looking for may be imbedded in the name. To find these you may need to use a wild card (%) at the beginning of what you are searching for. Example: You are trying to find a business with the name "FIRST SAVINGS BANK" and you are not sure if it is "FIRST" or "1st". You could enter "%SAVINGS" to return either in the results.

Results Grid

The information on the results grid is sorted initially based on the database query. For Real Estate Parcels, the initial sort order is by "Owner Last Name", and for the Permits it is "Tax Parcel Number."

The result grid may be resorted based on a single column header, in either ascending or descending order. This is accomplished by clicking on the corresponding column header, such as Name, Address. An arrow will appear indicating if the sort is ascending or descending. Click it again and it will sort in the opposite direction. Please note that the column sorts the data in the selected column starting with the left most character. So in the case of Sorting on Name, even though the initial sort was on Last Name, the column now contains First Name and Last Name combined, so it will be in first name order.

Due to its small size, the grid cannot contain all the data on one single page. Therefore, to be able to see the rest of the data, click on the text link "Next" in the upper right corner of the grid and "Prev" to see the previous data grid.

Blue and red data in the result grid indicates if the parcel record associated is taxable for the current year. Blue indicates the parcel will receive a tax bill in the current calendar year. Red indicates that this is a new parcel recently created. This can be

due to a portion of the original parcel being sold, or an owner combining multiple adjoining parcels into a single parcel, or maybe a combination of the two.

To view the detail associated to a parcel, click on the row contain the parcel of interest.