Brunswick County GIS Data Viewer
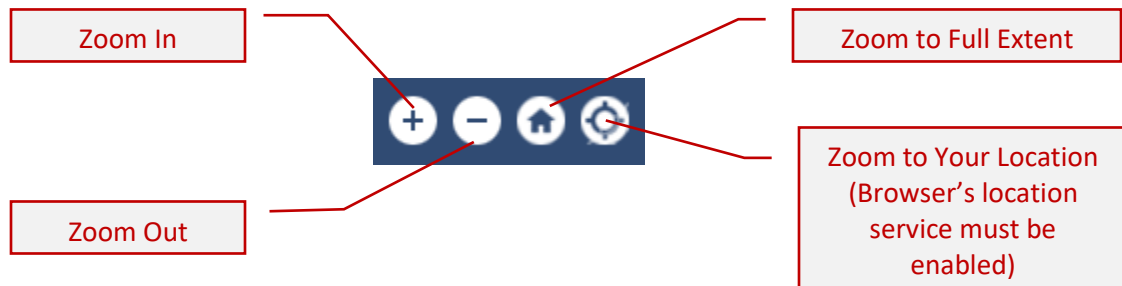# Help Documentation

General Tips

Default Map Behaviors
The following table contains default map actions along with their corresponding results. These behaviors are enabled automatically when the map loads and therefore no button click is required to activate them.

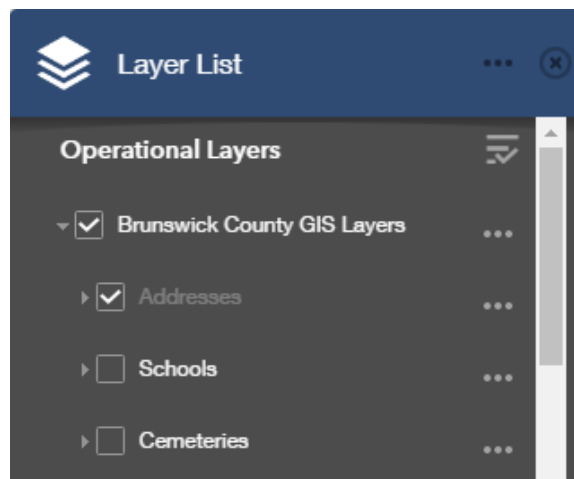| Action	Result
Single left mouse click	Identify features
Double left mouse click	Zoom in one level
Left click, hold and drag	Pan
Shift + left click, hold and draw rectangle	Zoom in to area covered by rectangle
Ctrl + Shift + left click	Zoom out based on size of rectangle

Map Navigation
The leftmost section of the toolbar contains controls to allow you to navigate around the map.

Zoom In

Zoom to Full Extent

Zoom Out

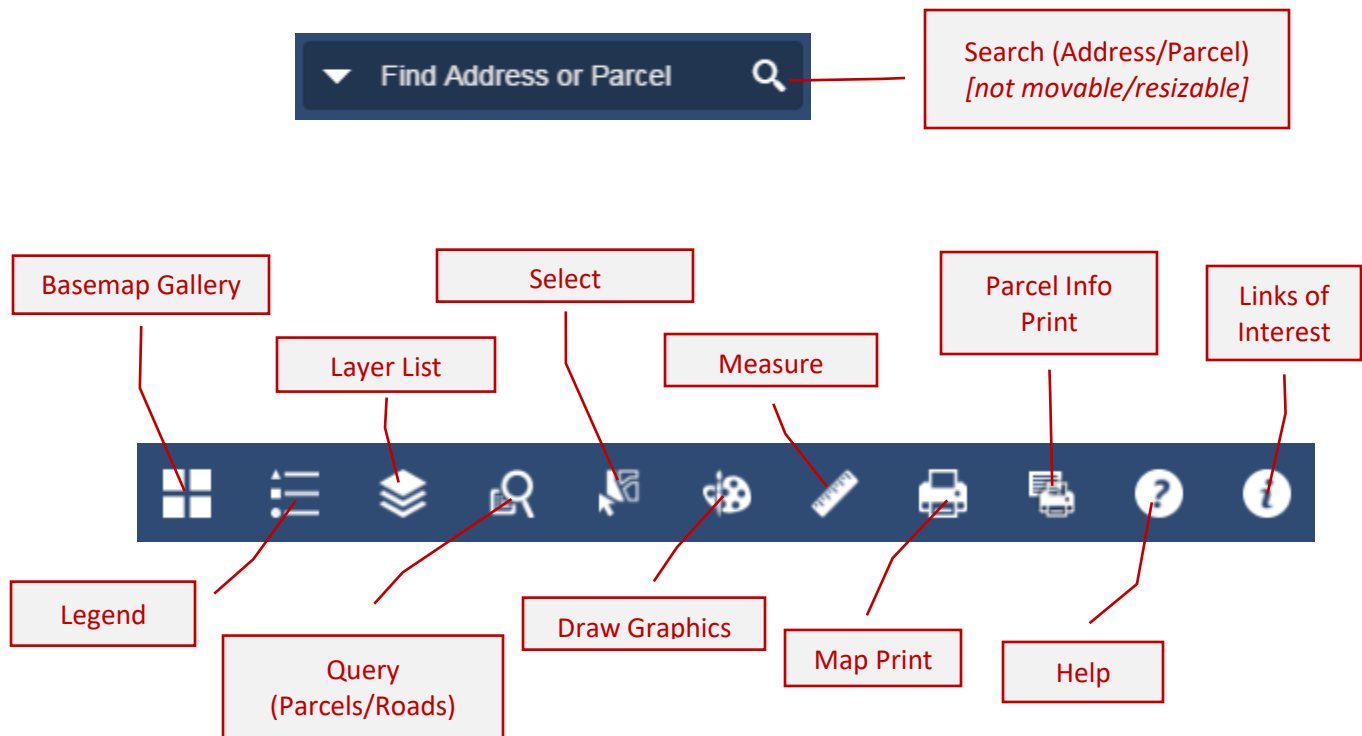Zoom to Your Location (Browser's location service must be enabled)

Layers
Layer visibility and other properties are accessible in the Layer List widget (see details in Widgets section below). By default, the Layer List Widget is open and the Addresses, Parcels, Roads, Municipalities and County Boundary layers are set to visible when the map loads. To turn these layers off, or to turn other layers on, expand the *Brunswick County GIS Layers* grouping in the Layer List pane and toggle the checkbox to the left of the layer you wish to modify.

Widgets

The Brunswick County GIS Data viewer employs "widgets" (movable, resizable panels that contain tools) to provide an interface for interacting with the map. By default, the *Layer List* widget is open and visible when the map is launched. Open or close widgets by clicking on their respective icon in the toolbar. The diagram below shows the location of the available widgets on the toolbar along the bottom of the application.

Search Widget (Address or Parcel ID)

Use the Search box to find and zoom to a location by Address or Tax Parcel ID.

- **Addresses:** The address search function searches the county's address database for an exact match to the value entered in the Search box. Most county addresses contain, at a minimum, a Street Number, Street Name and Street Type (two letter abbreviation – ST, DR, CT, etc.). Addresses not located in a municipality will also typically contain a directional suffix denoting a quadrant of the county (NE, NW, SE, SW).

  Example:
  75 Stamp Act DR NE
  Street Number: 75
  Street Name: Stamp Act
  Street Type: DR
  Directional Suffix: NE

  In most cases, entering three parts of a valid address (i.e. Street Number, Street Name, Street Type) will yield a search result. In many cases where an address contains more than three parts (75 Stamp Act DR NE, for example), entering the Street Name, Street Type and Directional Suffix will locate an address on the given street. Address search **is not** case sensitive and **does not** require city or state in order to return a valid result. If you are unable to locate an address using these criteria, try searching Roads by Name using the Query widget.
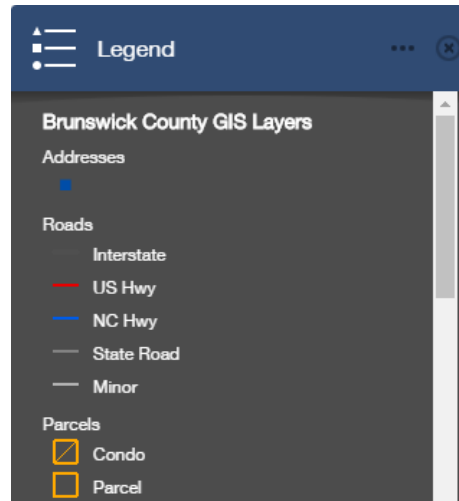
- **Parcels:** The Tax Parcel ID is an alpha-numeric value used to uniquely identify property within the county (**Example**: *13900059*). You can locate this value on your tax bill or through http://tax.brunsco.net.

Basemap Gallery Widget

The Basemap Gallery widget allows you to change the basemap layer that the map uses. Most of the basemaps in the gallery are designed to be used as reference layers for maps covering larger areas. The default basemap for the map is the Hydrography Basemap and it can be found at the bottom of the Basemap Gallery widget.
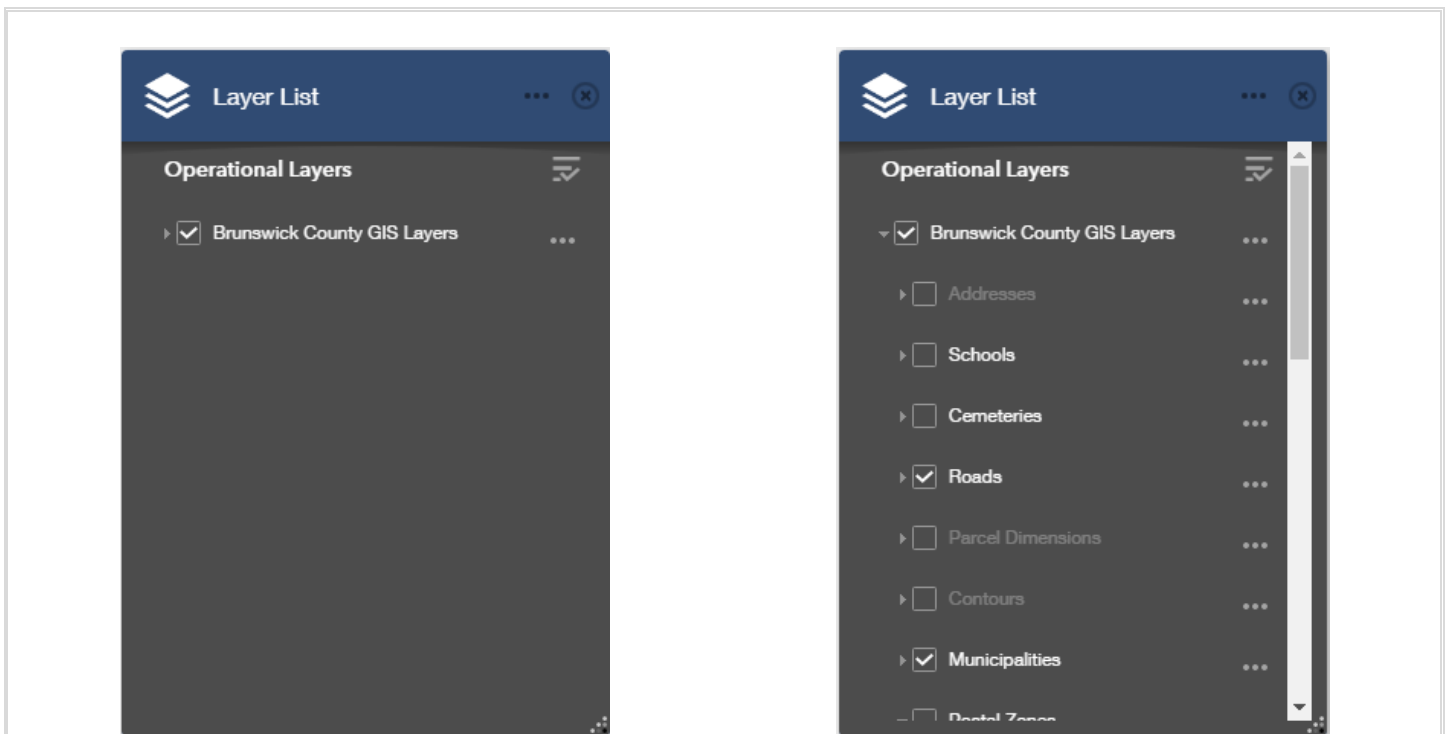
Legend Widget

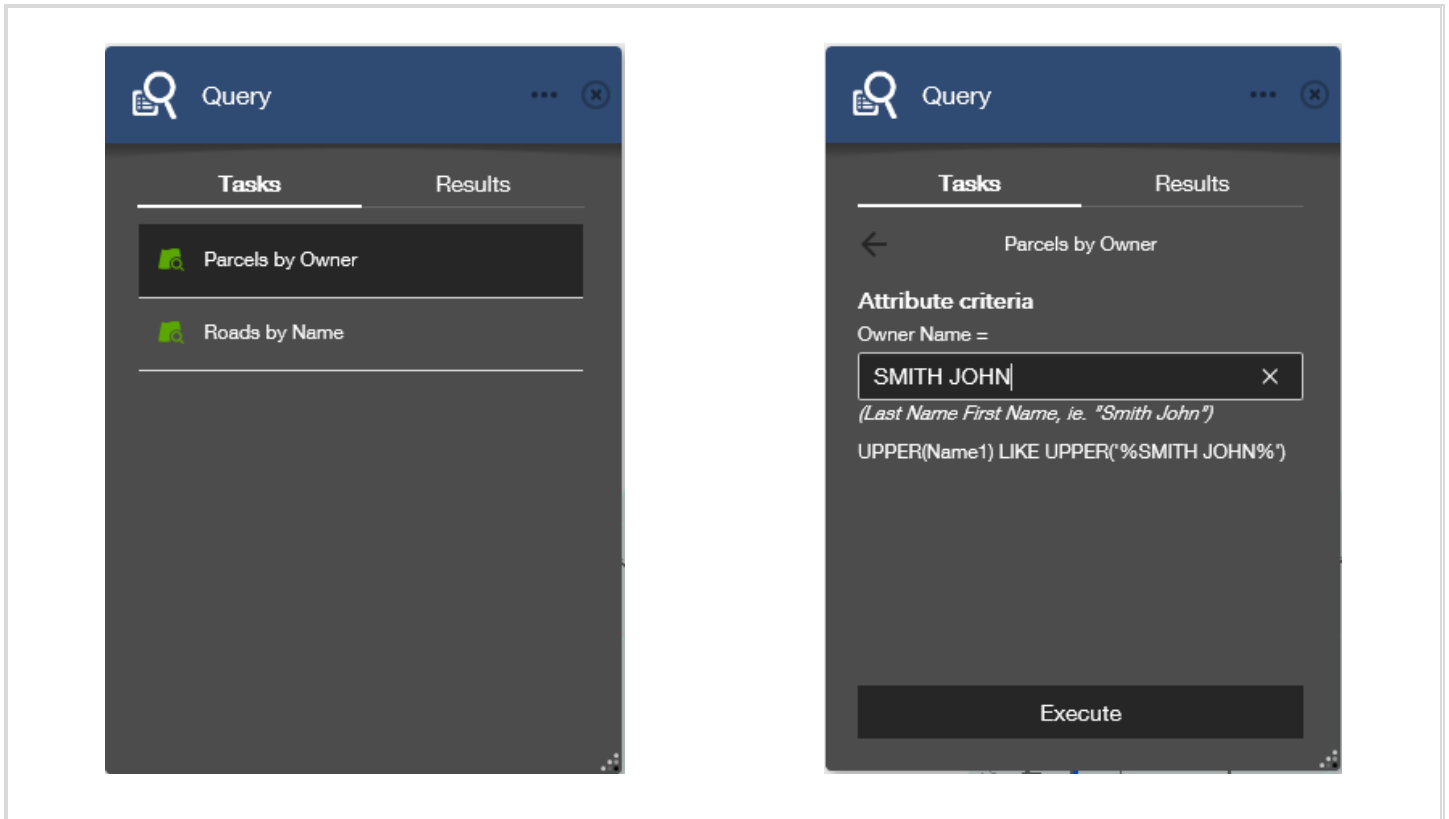The Legend widget shows all visible map layers and their respective symbology.

Layer List Widget (open by default)

To access all available data layers, their visibility and their context menus, click on *Brunswick County GIS Layers* to expand the layer list. Use the checkbox to the left of the layer to toggle layer visibility. Visibility of many layers in the map is scale-dependent. While a layer may be set to visible, the layer's features will not appear until the map is at the appropriate scale. If the layer text in the Layer List appears gray, the map is not at the appropriate scale for features to appear and in most cases, you will need to zoom in to see the features. In contrast, if the layer text is white and the layer is set to visible, the features in the layer will appear on the map. Use the context menu (…) to the right of the layer to view the layer's description, enable or disable the item's information popup or show the layer's attribute table.
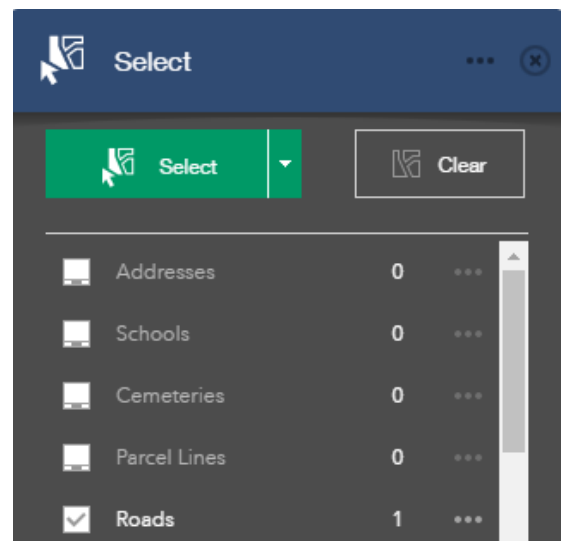
Query Widget (Parcels by Owner/Roads by Name)
To search for Parcels by Owner or Roads by Name, use the Query widget. Select the task you wish to run, enter the appropriate search criteria and click Execute. The results will be displayed in the same pane under the Results tab. Clicking on a result will select and zoom to that feature.

Select Widget
The Select widget allows you to select features in the map. Any visible layer in the map will automatically be set to selectable. (*Note: By default, Addresses, Roads, Parcels, Municipalities and the County Boundary are set to visible when the map loads and are therefore selectable.*) Toggle the checkbox to the left of the layers to control whether they are selectable and then use the cursor to select the appropriate feature(s). For example, if you wish to select a single parcel, ensure that the Parcels checkbox is checked and uncheck the checkbox to the left of all other layers in the Select pane. Then use the desired Select tool (Rectangle, Polygon, Circle, Line) from the green Select button dropdown menu to highlight the parcel you wish to select. **Tip:** *Be sure to uncheck ALL layers you do not want selected. If you select a municipality or county boundary, the entire map may appear highlighted/selected.* Once features are selected, you can use the context menu (…) to the right of the layer listed in the Select pane and export records to CSV or choose to show the records in the attribute table below the toolbar. If you wish to print a map of a single parcel along with its data attributes, you will need to use the Select tool to select that single parcel. You can use the green Select button to toggle selection on or off, while the Select pane is open, as you pan/zoom to another area of the map. Select multiple non-contiguous features by holding down the shift key while making subsequent selections.

Draw Graphics Widget
The Draw Graphics widget allows you to create custom graphic features within the map.

Measure Widget
The Measure widget allows you to measure area and distance and determine XY coordinates of a map click.

Map Print Widget
The Map Print widget allows you to export the current map display, along with a basic legend and scale bar, to a printable format.

Parcel Info Print Widget
[Due to a change in the web application software, the Parcel Info Print Widget is currently unavailable. Thank you for your patience as we seek an alternative solution.]
The Parcel Info Print widget allows you to create a PDF document of the map along with basic data attributes of a single selected Parcel. *Note: A single parcel feature must be selected or the widget will return an error. See details for Select widget above.*

Help Widget
The Help widget simply displays information about the Data Viewer application, presents a link to Help documentation, and provides contact information for further assistance.

Links of Interest
The Links of Interest widget contains links to additional Brunswick County web applications and other relevant information.

The Attribute Table
The Attribute Table is located below the toolbar at the very bottom of the map and is collapsed by default. To expand the table, click the tab in the bottom center of the application. By default, the attribute table only lists data for Addresses, Roads and Parcels. You can enable the table to list data for other layers from the layer's context menu in the Layers List widget. By default, the attribute table displays records for all features within the current map extent. Should you wish to display ALL records in a layer, toggle the Filter by Map Extent button. If you wish to only show records of features you have selected within the map, choose Show Selected Records from the Options menu in the upper left corner of the table pane. You can also use the Options menu to filter the table or export records to a CSV file.

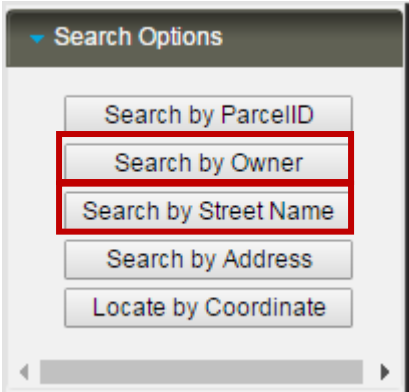## Functions used in the former GIS application (gis.brunsco.net):
The illustrations below demonstrate the tools in the GIS Data Viewer that have replaced the functionality of the more commonly used tools from Brunswick County's former GIS application (gis.brunsco.net).
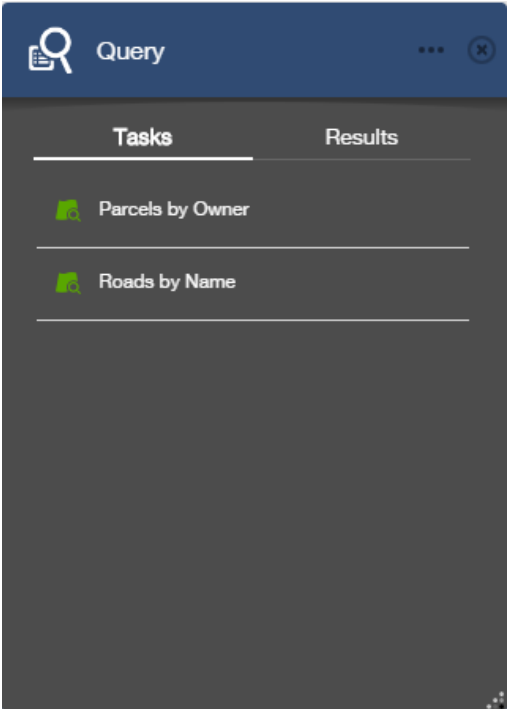
Search by Parcel ID and Search by Address
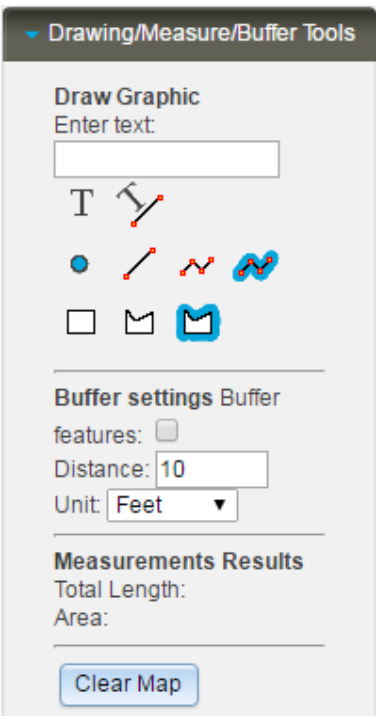
Search by Owner and Search by Street Name

Drawing/Measure/Buffer Select