Welcome to Charlotte County's GIS Interactive Website. The site is located at http://www.ccgis.charlottecountyfl.gov. This document will help you navigate through the site. The image below shows the tools available for the site. We will go through the tools one at a time and explain how to use them.
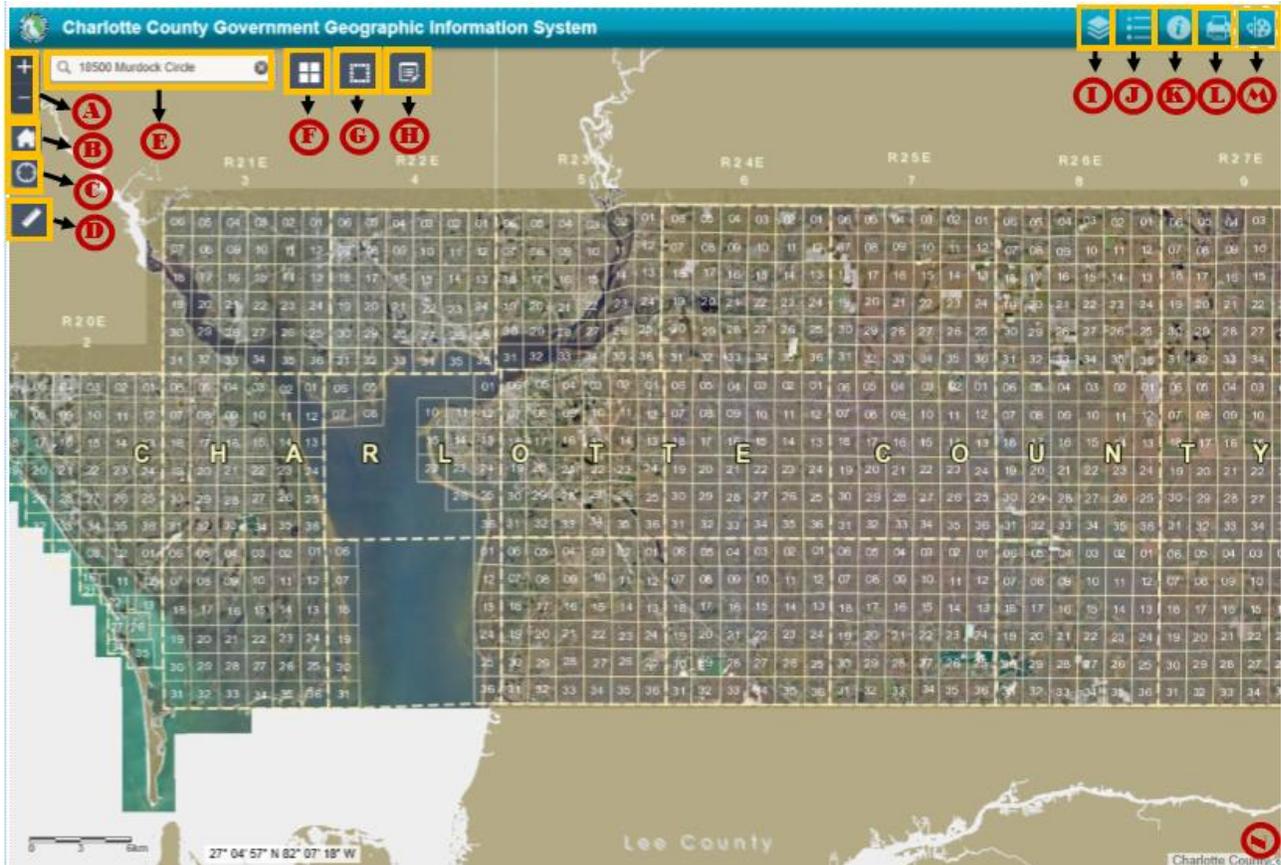
- Ⓐ ➕➖ The Plus and Minus in the upper left hand corner of the map are used to zoom in and out on the map. The plus zooms in and the minus zooms out a specific amount each time. Clicking and holding the left mouse button on the map will allow you to then pan across the map while moving your mouse. You can also zoom in to a desired location by holding the **shift key** down and then using your mouse on the map, left click and hold the button down then drag out a box on the map. The map will zoom to that box. You can also use the roller on your mouse to roll in and out on the map.

- Ⓑ 🏠 The Default Extent button will return you to the default map of the county.

- Ⓒ ⊕ The Find My Location tool is used primarily for mobile devices such as phones. This tool locates the position of the user based on cell tower triangulation and zooms to that location. It works best on mobile devices that have GPS built in.

- Ⓓ 📏 The Measure tool is used to measure on the map.   The tool is actually 3 tools in one: AREA, DISTANCE and LOCATION. If you wish to measure AREA, choose the left most button. This will allow you to click on the map and draw a polygon. Double clicking completes the polygon. The result will be shown below. You can change the measurement from acres to square feet or other units by simply changing the drop down on the far right.


The Distance tool works similarly. The Location tool will allow you to click on the map and get a Latitude and Longitude for the location of the click. Please note that the bottom left of the map shows the scale of the map and the location of the mouse as you move it across the map. By default this is in Latitude and Longitude but can be changed by hovering over the display.

- **E** [🔍 18500 Murdock Circle ⊗] The Search box. The search box will allow you to search for a property and zoom to it. The search box accepts ADDRESSES, PROPERTY ACCOUNTS, OWNER'S NAME, or SHORT LEGAL. Once a property is found, it is selected. Selecting a property opens a table at the bottom of the map with information about the property. Addresses must have a house number in the search. There will be more discussion of the table and features with the table later.

- **F** The Change Basemap tool allows you to change the background on the map. Base maps are images and nothing in the base map can be identified on for more information.

- **G** The Select tool gives you 3 options for selecting property in the map.
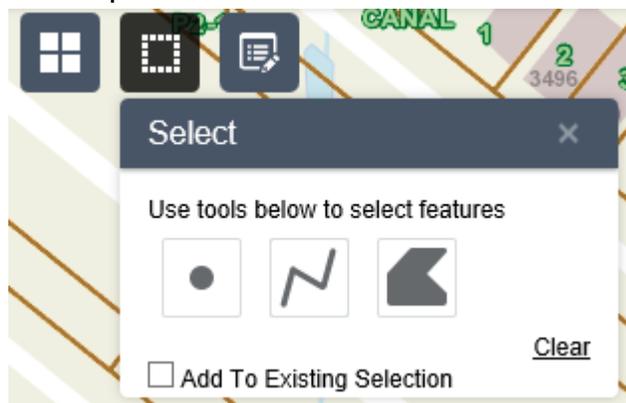
They are by Point, Poly Line and by Polygon. To add to a selection check the Add To Existing Selection box at the bottom of the tool. To clear the selection click on the word Clear in the right hand corner. Closing the tool does not clear the selection.   To create a new selection or add to the selection you must click on the tool button again before selecting your parcels. When properties are selected they are added to the table at the bottom of the map. More about the table later.

- (H) The Show Table button allows you to show and hide the table at the bottom of the map

- (I) The Layers button allows you to turn on and off layers in the map. Clicking on this button will show you all available layers. The check box beside each layer turns on or off each layer.

- (J) The Legend tool turns on a legend. The legend references all layers that are checked on in the Layers list.

- (K) The Identify tool by default will identify all the visible layers. This means that it will identify all layer features directly under the point you click on in the map. When you identify on the map an accordion of layers and their individual information appear. Click on the layer name to show the information from that layer.
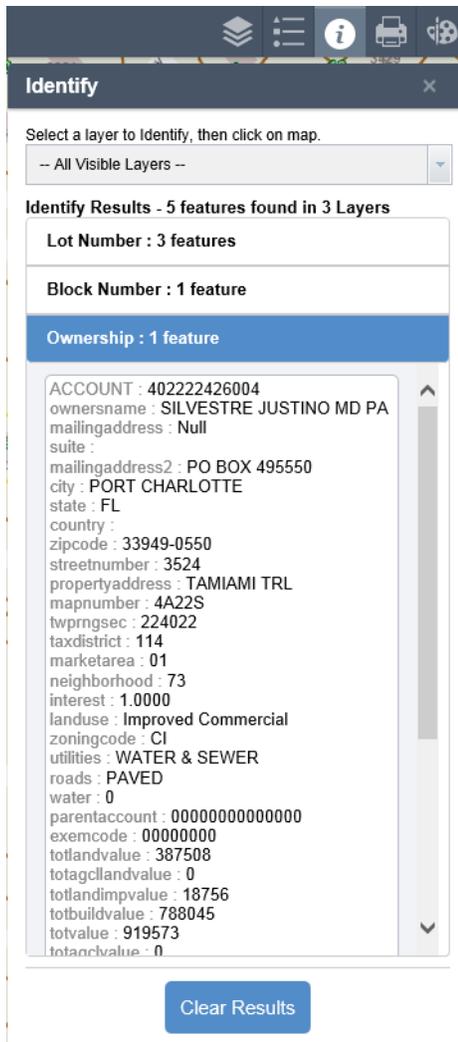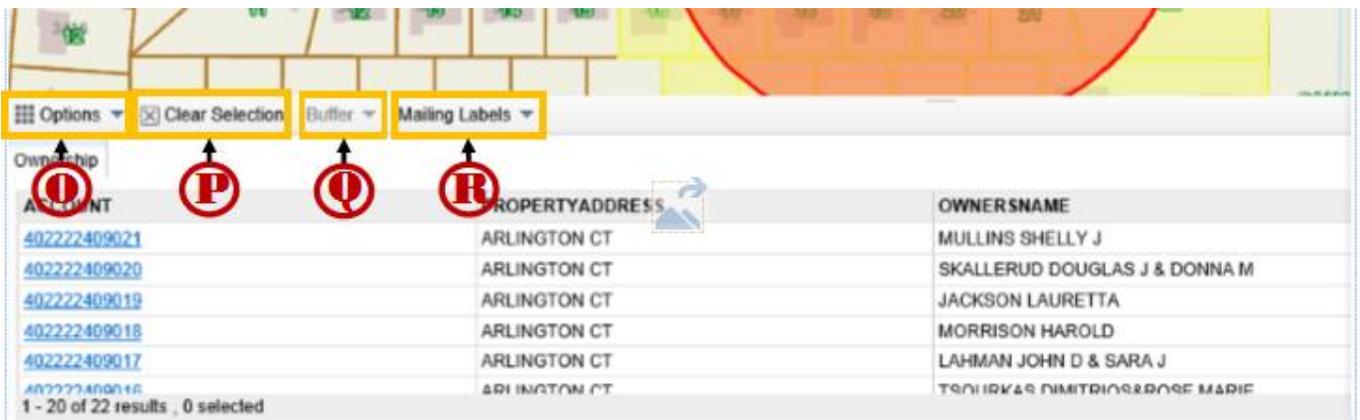
To change from identifying All Visible Layers to a single layer use the drop down box at the top of the Identify tool. The drop down will give you one other option called "Property Information". This is similar to the Blue Identify button on our old site and will give general information about a property such as Commission District, FEMA Data and Zoning.

- Ⓛ 🖨 The Print tool creates a print out of your map. It will allow you to change the layout of your map and will allow you to create multiple print outs. Simply move to the area you want, make the selections you want, add the graphics you want, and click print. This will create a PDF. You can then pan to a new area and create another and then another.

- Ⓜ The Draw tool allows you to add graphics to your map. The tool contains buttons that allow you to create and configure points, lines, polygons and text on your map. These graphics will appear in your print out. To clear the graphics you simply click on the word Clear in the tool.

- Ⓝ Charlotte County The Overview tool in the lower right hand corner of the map toggles on the overview map which will show your focus map area and the area surrounding it giving you an what the area surrounding the focus map looks like without having to zoom out on your location. You can move the location of the focus map by left clicking on the dark shaded box in the overview tool and dragging it within the overview map. The table must be closed to be able to use the Overview Map.
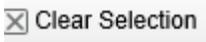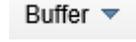
The TABLE

- Ⓞ Options ▼ In the **Options** dropdown on the table you must **Select Current Page** in the table or **Select All Pages** in the table for the **Export to CSV** to become activated. The lower right hand corner of the table will allow you to set the number of records on a page up to 20. Once records are selected the **Export to CSV** option will become active and

you will be able to export those records. By using the Show/Hide Columns button in the **Options** tool for the table you can toggle on or off a select set of attributes to export. Remember there is a **Show / Hide** Table tool next to the Select tool at the top of the map. Depending on which browser you are using, the **Export to CSV** will either open a new window with the exported data in it for you to save or it will automatically be downloaded and saved in your **DOWNLOADS** directory. The **Transparent Mode** is checked on by default and simply hides the table as you pan across the map making it easier to see where you are moving to.

- (P) ☒ Clear Selection The **Clear Selection** button clears all selected properties in the table.

- (Q) Buffer ▼ The **Buffer** tool allows you to select properties and buffer them by a distance. The result of the buffer selects all properties that are touched by that buffer and the result is shown in the table.

- (R) Mailing Labels ▼ The **Mailing Labels** button is used to create mailing labels from the selected properties in the table. It will by default create labels for all the records in the table and there is no need to use the page select in the **Options** drop down. That is for exporting to CSV only.