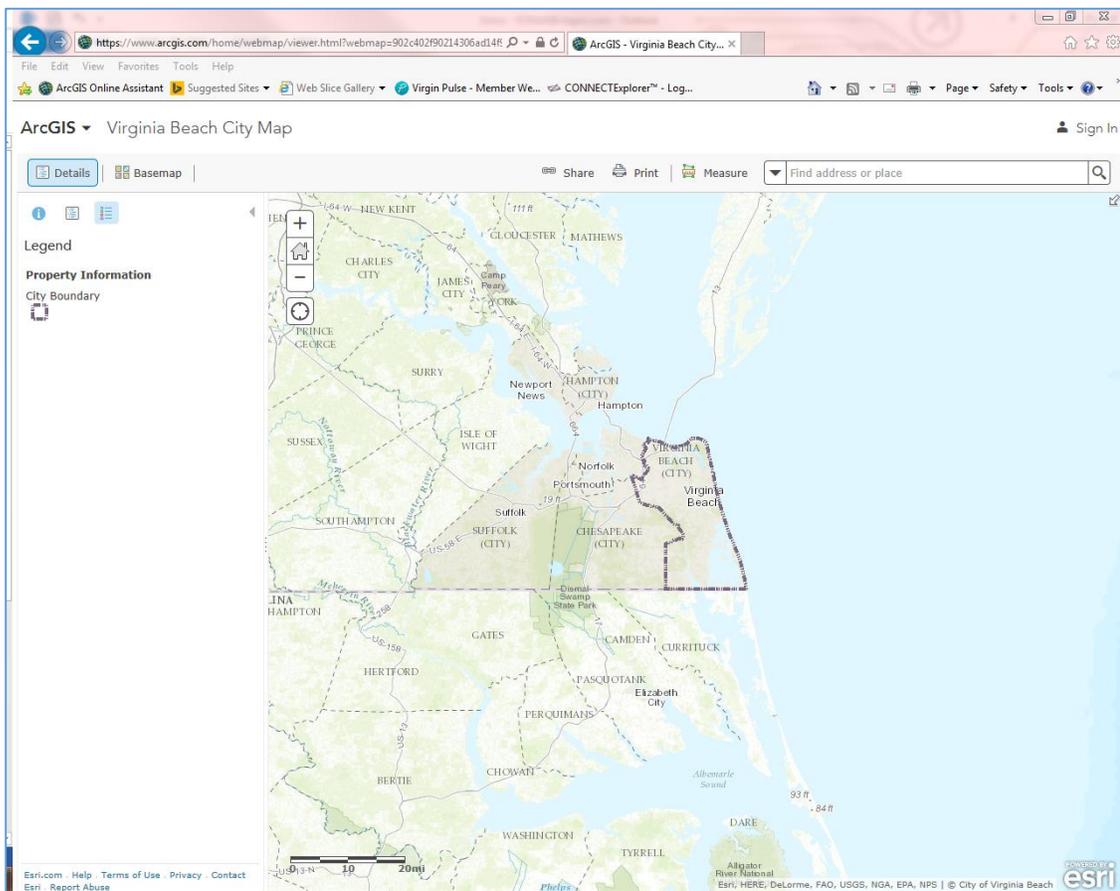


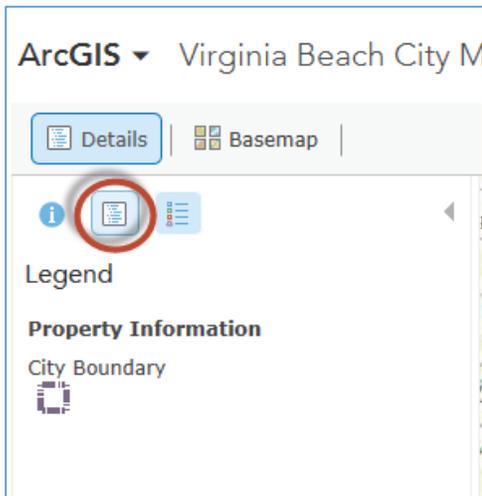


## HELP FOR NEW CITY MAP

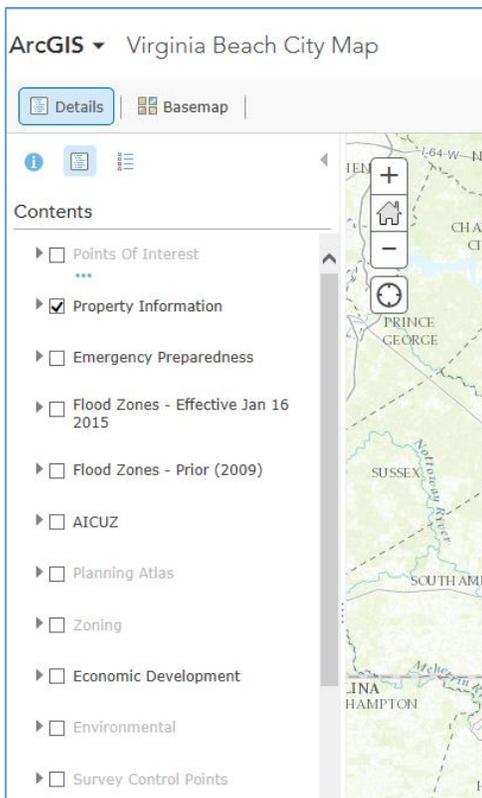
1. Click on the link for [City Map \(NEW!\)](#)  
The map will display as shown:



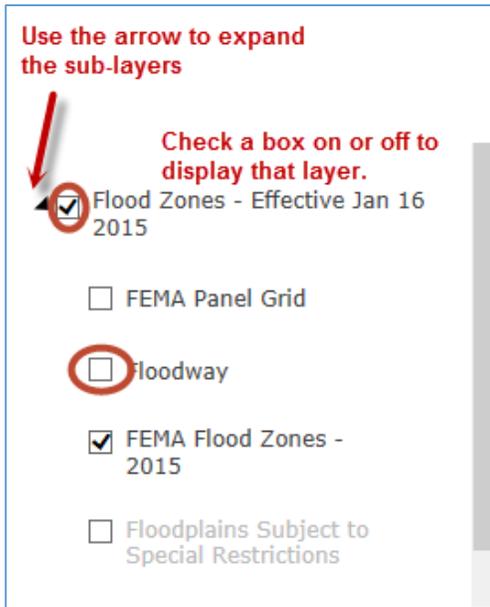
2. In the upper left-hand corner, select “Show Contents of Map”



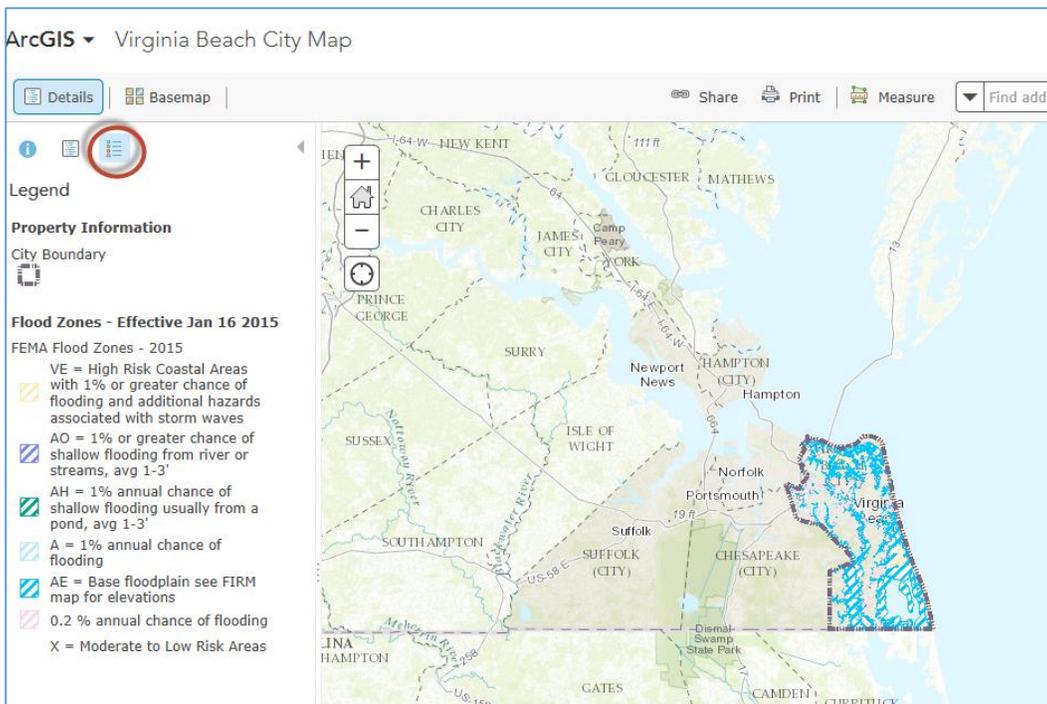
This will display a list of the data layers available:



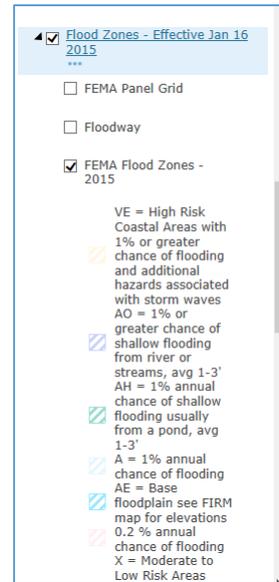
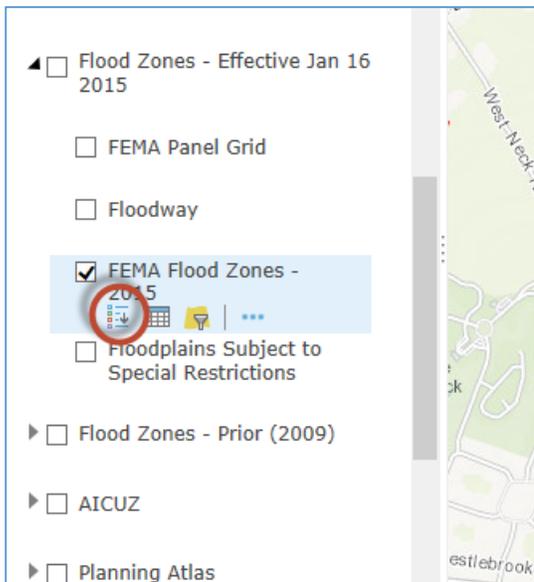
- To turn layers on or off, check or un-check the box to the left of the layer name. To expand the list of sub-layers, use the arrow to the left of the layer name.



- To see the Legend for the currently displayed layers, select “Show Map Legend” on the upper left-hand side toolbar:



You can see the Legend for an individual data layer by clicking on the Show Legend icon just below the layer name:



## 5. Zoom In and Out:

There are several ways to Zoom in and out on the map:

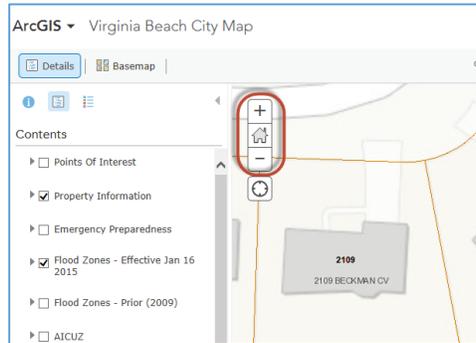
- Use the mouse scroll wheel. Wheel forward to zoom in and backward to zoom out.



- Hold down the <Shift> key and use the left mouse button to draw a box on the map. The map will zoom in to that area.



- c. Use the “+” and “-” tool available to the right of the Table of Contents:



6. Pan:

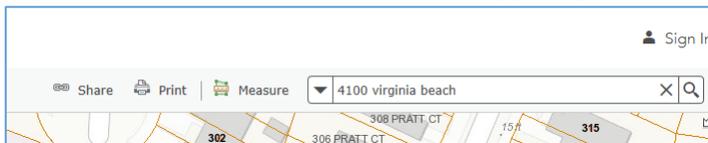
There are several ways to pan around on the map:

- The easiest way is to just hold down the left-mouse button and drag the map.
- You can also use the keyboard arrow keys to move left, right, up, or down:

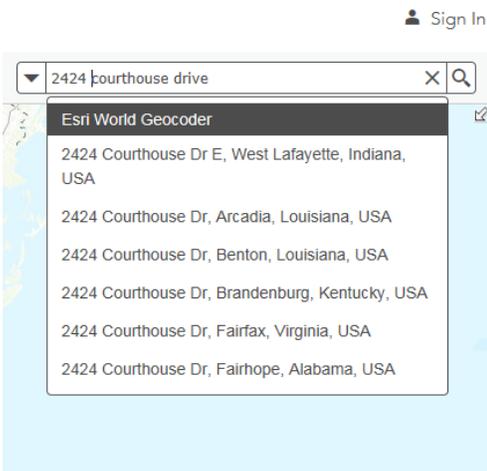


7. Search for an address:

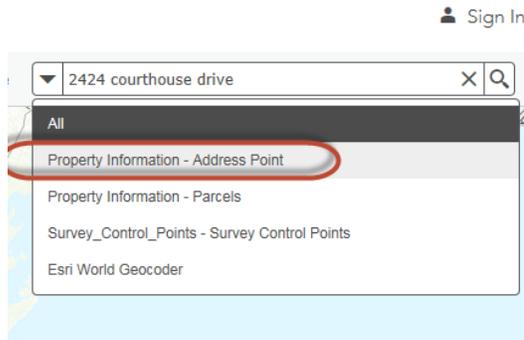
Key the address in the Search bar in the upper right-hand corner.



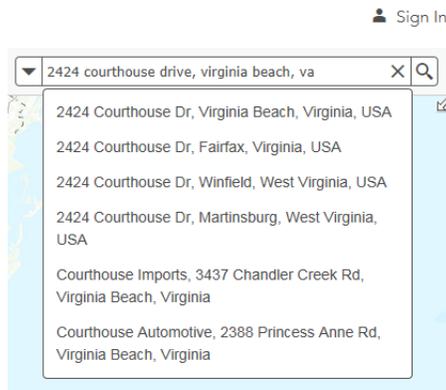
When you begin to key the address, if the system responds with non-Virginia Beach addresses, note whether it indicates “Esri World Geocoder” in the pull-down:



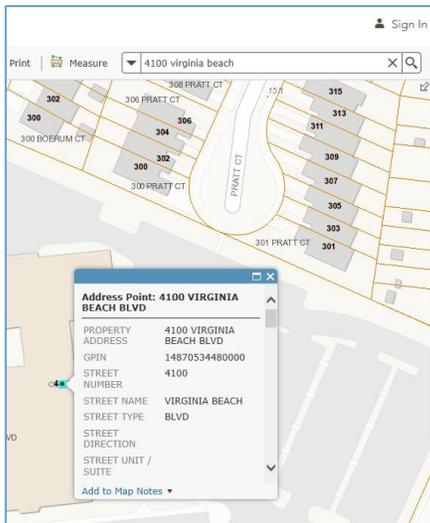
If so, change the pull-down to Property Information – Address Point:



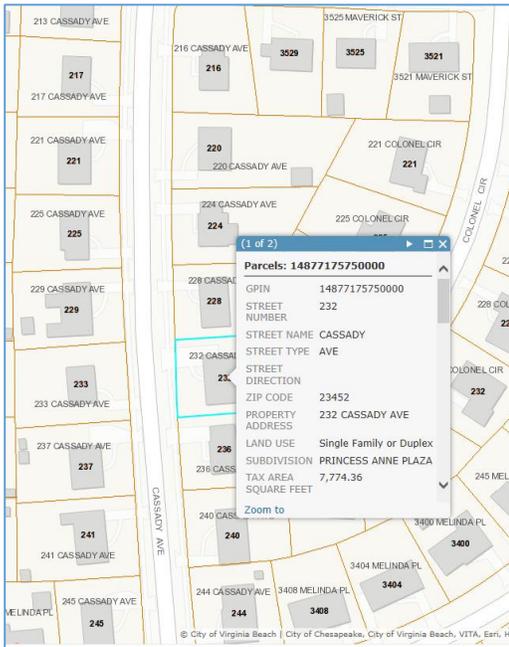
This will restrict the search to only addresses in Virginia Beach. *As an alternate method, you can enter the City and State with the address for which you are searching:*



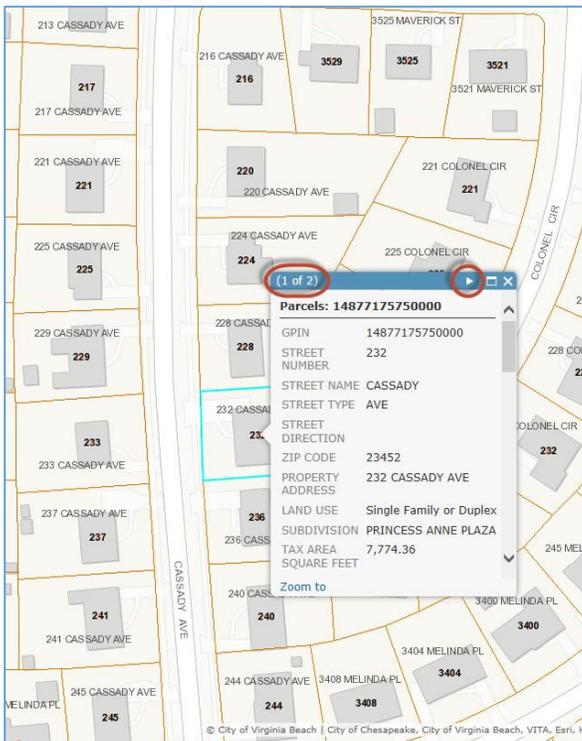
If the address is located, the system will respond by zooming directly to that location:

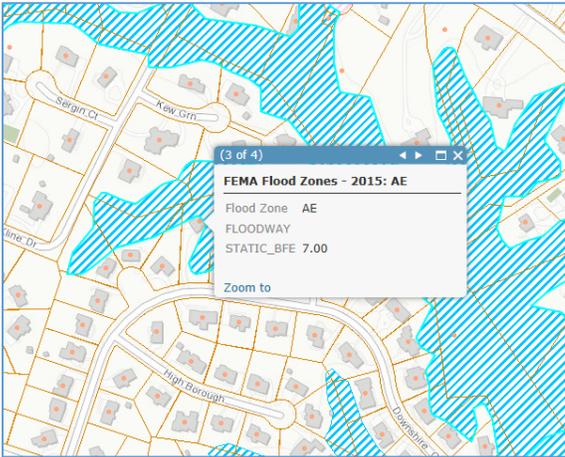


8. Identify: Zooming in and clicking on any Address Point or Parcel will give you information about the property:

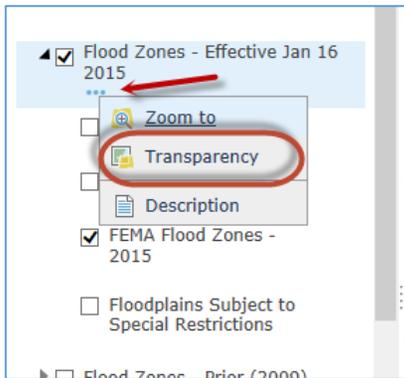


Depending on the zoom level and the number of layers that are on, you may get multiple results. Use the arrow to move to the next result.

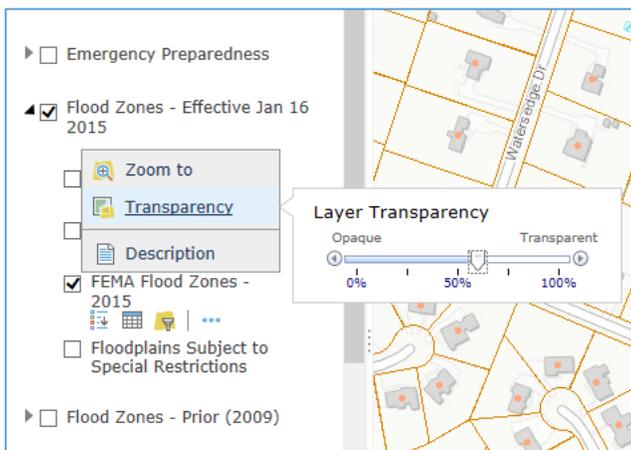




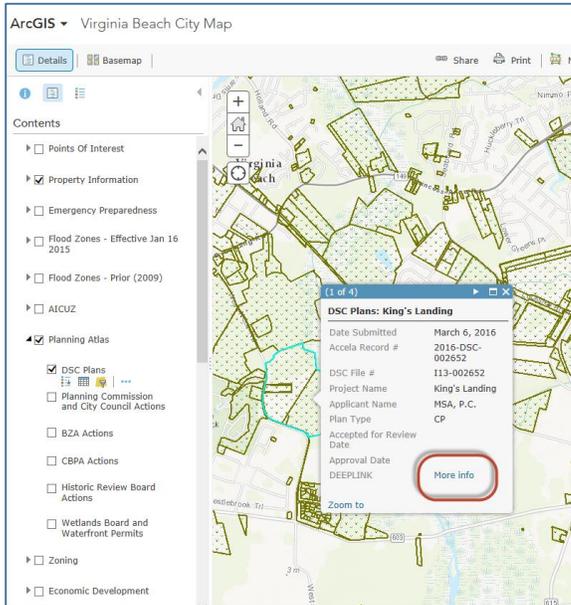
9. Transparency - You can make a layer more transparent by clicking on the “...” under the name of the layer in the Table of Contents and then clicking on “Transparency”.



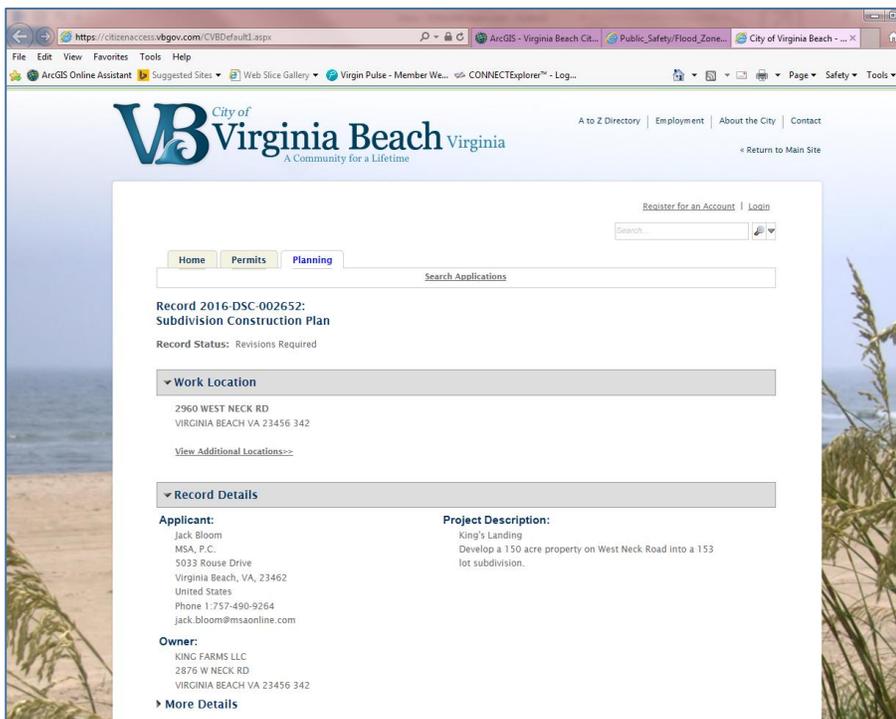
Move the slider to the right to make the layer more transparent:



10. Links - Some layers provide links to additional information. For example, Development Services Center (DSC) Plans provide additional information about the plan by clicking on “More Info” in the pop-up.

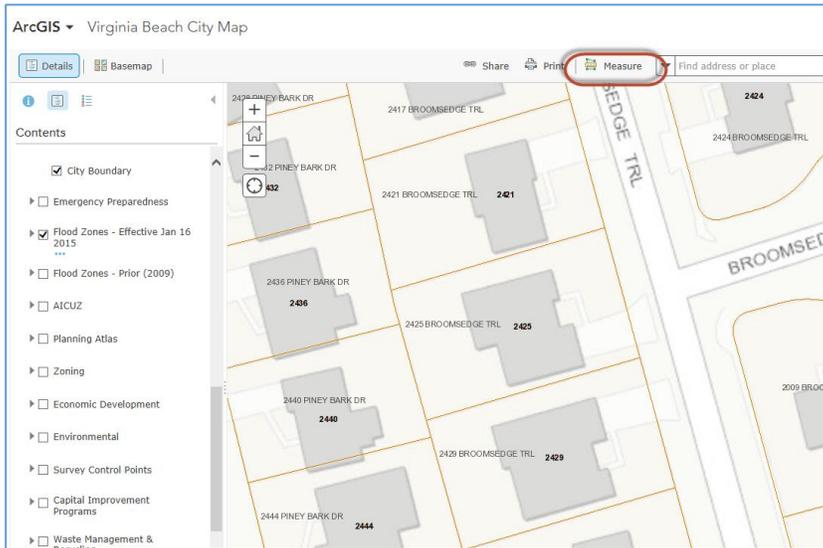


The link opens in a new tab giving information from the Planning Department's Citizen Access site about the selected project.

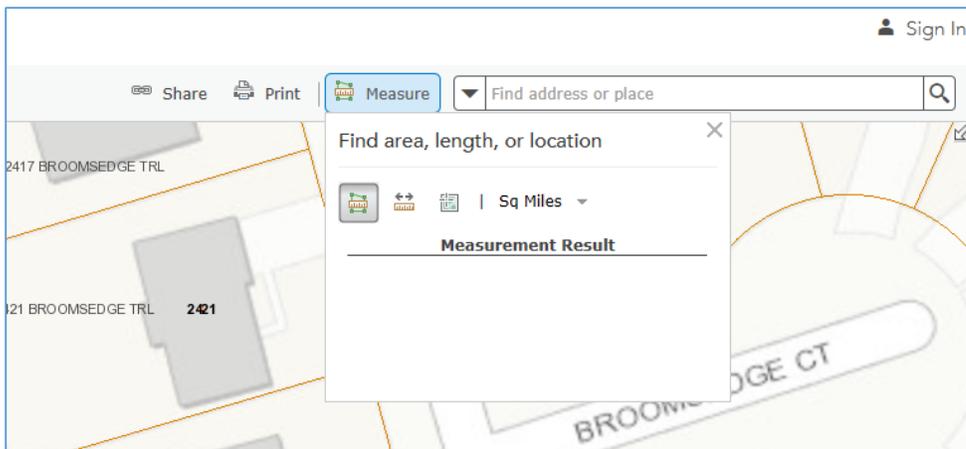


## 11. Measure Tools:

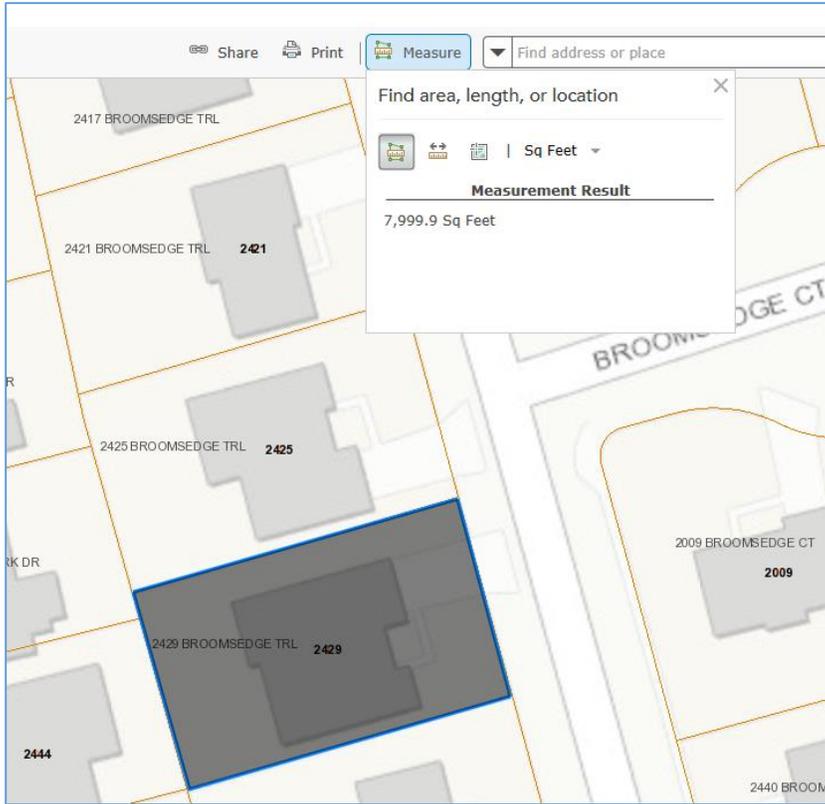
Click on the Measure Tool in the Toolbar:



The system will display a sub-menu of several measure tools (Area, Distance, Latitude/Longitude) and a pull-down to select the unit of measure.



For example, to measure an area, simply click on the map at the first point, then place individual points and double-click to complete the area for which you want a measurement. If the result is not in the required unit of measure, use the pull-down to select a different unit such as Square Feet.



## 12. Basemap

To change the basemap, click on the Basemap tool in the upper left-hand corner:

