

GIS Web Application

MILLE LACS COUNTY

EDWARD YOST

Table of Contents

- What is GIS? 2
- Accessing the GIS Application 2
- Functionality 2
 - Search..... 2
 - Identify 3
 - Legend..... 3
 - Measuring and Drawing..... 3
 - Printing..... 3
- Accessing County Documents 3
 - Accessing the Parcel Report..... 3
 - Accessing Survey Documents..... 4
 - Accessing Zoning Documents..... 4

What is GIS?

GIS, or Geographic Information System, is a system or software meant to store and utilize spatial or geographic data. Most people interact with GIS data through their GPS or Google Maps, but GIS covers much more than that. To pair with navigation data, large corporations use GIS data to analyze information such as elevation, water tables and even population growth.

Accessing the GIS Application

Accessing the Mille Lacs County GIS application only takes a few clicks. It should be known that the GIS application works best on desktop computers running Internet Explorer, although Google Chrome and Firefox work just as well.

To access the GIS application:

1. Navigate to the Mille Lacs County website. <http://www.co.mille-lacs.mn.us>
2. Click the **GIS Mapping** button on the right-top half on the page.
3. Halfway down the page, find and click the **GIS Mapping Application** link. *A new window or tab will be opened.

Functionality

All of the Mille Lacs GIS application utilities are located on the top yellow toolbar. This provides quick access and maximizes screen real-estate for easier use.

Search

Searching on the Mille Lacs County GIS application is easy. Clicking the **Search button**, identified by the binoculars icon, allows the user to search through Mille Lacs County GIS data in a multitude of ways.

- **Parcel Number:** Search for a specific parcel number
- **Taxpayer:** Search for properties related to a specific taxpayer's name.
- **Physical Address:** Search for a physical address.
- **Subdivision:** Search for a specific subdivision.
- **Sec / Twp / Range:** Search the map for a specific Section, Township or Range.
- **Township:** Search the map for a specific township name.
- **Custom:** Custom enables the user to search through data using advanced options such as layers, annotations and objects.

Identify

The Identify tool provides a quick and easy way to access information on a single or multiple parcels. Clicking the **Identify button**, signified by an “i” within a yellow circle, enables the user to identify parcels using a multitude of ways.

- **Select One:** Retrieves information on a single parcel.
- **Select by Line:** Retrieves information on multiple parcels based off a line drawn on the map.
- **Select by Polygon:** Retrieves information on multiple parcels based off a polygon drawn on the map.
- **Select Many:** Retrieves information on multiple parcels based off a square polygon drawn on the map.

Legend

The legend enables the user to turn specific layers on or off. Some of these layers include satellite and aero imagery, contour lines and basic county topography.

Clicking the **Legend button**, identified by a layers icon, brings forward the left-hand layers pane. From here, layers can be checked or unchecked to turn them on or off respectively.

Clicking the **Plus icon** expands the layer groups, revealing sublayers that can each be turned on or off individually.

Measuring and Drawing

The Measuring and Drawing tools enable the user to measure distance and area as well as drawing points, lines and polygons.

Clicking the **Draw button**, identified by a pencil icon, reveals the draw tools. The draw tools enable points, lines, polygons and text to be drawn on the map.

Clicking the **Measure button**, identified by a triangle protractor, reveals the measure tools. The measure tools enable distance or area to be measured on the map.

Printing

Clicking the **Print Map button**, identified by a printer icon, reveals the print tools. The print tools enable the user to set a map title, author, resolution, template and format. Selecting the PDF format allows a PDF copy of the map to be saved.

Accessing County Documents

To supplement the map functionality of the GIS application, Mille Lacs County has attached public documents to the individual parcels, these documents include Parcel Reports, Survey Documents and Zoning Documents.

Accessing the Parcel Report

1. Navigate to a Parcel, either by searching or identifying.
2. When the Parcel Data pane appears, choose **Parcel Report** under Available Reports.
3. Click **Go**.
4. A new window or tab will open, allowing the user to open or save the report.

Accessing Survey Documents

1. Navigate to a Parcel, either by searching or identifying.
2. When the Parcel Data pane appears, choose **Survey Documents** under Available Reports.
3. Click **Go**.
4. A new window or tab will open, select the ID of an available survey document to view it.

Accessing Zoning Documents

1. Navigate to a Parcel, either by searching or identifying.
2. When the Parcel Data pane appears, choose **Zoning Documents** under Available Reports.
3. Click **Go**.
4. A new window or tab will open, select the ID of an available zoning document to view it.