We’ve made many changes here and hope that this application will better suit the needs of the public. Unfortunately, something new means learning to use a different system. I will try to cover many of the basics functions that are available to give you a better idea on how to use it. This is the default view that comes up when opening the application.

As an added note, any button that is clickable within the application will display a dialog while the mouse is hovered over it. If you are not sure what something is, hover your mouse over it and read the description to give you a better idea.

Along the left hand side are the navigational tools. These move you around the page in many different ways. The **red arrow** shows the main functions. The hand is used to pan and scroll around the map. The magnifying lens with a plus sign is the zoom-in function. To zoom-in, select the plus-sign lens and draw a box within the map area. This will zoom the map to the size of the box. The magnifying lens with a negative sign is the zoom-out function. It zooms the map out depending on the size of box that you draw with it as well.

The **yellow arrow** shows the scale-zoom bar. Moving the point in the bar up or down the scale will zoom in or out of the center of the map. This is also a handy way to tell how far zoomed in or out you are from the map default. The map default is always slightly above the midpoint of the scale bar.

The **blue arrow** shows another way to pan around the map. By pressing the buttons in any direction, the map will move that way slightly. The picture of the globe within the center will also take you back to the initial view of the application.

The **orange arrow** shows two buttons which cycle through zoom extents you’ve previously used. Think of it as a back and forward button like on your web browser.

This is the main tool bar. They are from left to right: Layers, Bookmarks, Identify, Search, Find Address, Draw and Measure, Buffer Point, and Print. I will explain many of these here, but not all of them. The Draw and Measure and Buffer Point functions are fairly complex.

Clicking on any of the buttons above brings up the window for that function. By default the Layers windows is open from the start. Each window may be closed with the X in the top right corner, or minimized with the button next to that. When minimized, the function name will display along with the icon as the picture on the right shows. They can be brought back to their original size by clicking on the icon. Any of these windows may be moved around the screen by clicking and holding on the window name and dragging the mouse.

The Layers window shows the different layers that make up the application. Flooding consists of the floodplain layer and water courses. Planning and Zoning has the current zoning districts, platting authorities, high voltage easements, soil types, and the different subdivisions. Voting includes precincts, polling places, commissioner districts, legislative districts, school districts, and zip codes. Each of these can be turned on or off by clicking the checkbox next to it. By clicking the arrow next to the box, these layers may also be expanded to see the parts that make it up. Each individual part may then be turned on or off.

**Note:** If you zoom in to look at a lot and cannot see the aerial image in the background, there is most likely a layer sitting on top of it. Clicking the Planning and Zoning layer off will clear most of these other layers off the screen.
The bookmarks are quick jumps to points of interest within the county. The default list is comprised of the different towns and cities. Users may also add bookmarks of their own to the list by clicking the button the red arrow is pointed at.

User created bookmarks save the current extent to be used again. By inputting a name, you can create bookmarks of any place you want. These bookmarks will then add to the list on the left at the bottom, below Beresford. User bookmarks will save to the application until the web browser’s cookies are cleared.

The Identify tool will allow you to see information about each of the parcels in the county. Clicking on the identify icon on the tool bar will open the identify window.

The tool gives you a few options to use to choose a parcel. The point tool is the default and the one you should most likely use.

Once the identify window comes up, make sure the point is selected as indicated by the yellow arrow. Then click on a parcel.

The parcel information will then display. It shows Parcel Id Number, any associated plat numbers, the calculated acres of the drawn parcel, the location address of the parcel, assessed acres, legal description, and square footage of the lot if it has one.

City lots typically use sq. feet, while rural parcels use assessed acres in determining their size. The lot identified here is a bare city lot. It has no location address yet and a sq. footage rather than assessed acres.

The parcel id number is used throughout the court house to describe a lot.

The search function is used to find parcels and subdivisions. It shows the search layer with a drop-down box to choose between the different ones.

**Note: The correct layer must be selected for the search to work.**

This is a fuzzy search meaning only partial searches will work as well. For instance, by typing “platinum” into the urban subdivisions search will result in all of the subdivisions that start with “platinum” as referenced on the right. Clicking on the selected feature will then zoom the map to the feature.
The find an address function is fairly simple and straightforward to use. Inputting an address will result in any address that is similar. Once again this is a fuzzy search and you need only put the essential information in, although more in-depth searches will give you only the desired address.

Searching for “100 Main” will bring up every address that is close to 100 Main. This includes addresses in 3 different towns and two different directional prefixes.

If no address is found, try using less information. If it still cannot be found, the address may not exist within our system. We try our best to keep everything up to date, but sometimes addresses (especially new ones) slip through the cracks.

The print function is exactly what it is. It is highly advisable to use this print method rather than the browser’s File->Print. This method also allows you to put in a title and subtitle to the map you make. Lincoln County Web Map is the default title and will print if it is not changed. Clicking print will then open the print properties as normal. Any function windows that are open will not appear on the print-out, except for the Identify.

Note: It is recommended if you have a widescreen monitor that you print in landscape mode. Even if you don’t, we suggest trying it both ways to see which is better for you.

Thank you for reading the instructions on using our new Web Map. If you have any questions you may call the GIS office at (605)764-0101 or email at thalverson@lincolncountysd.org.

I am more than happy to help anyone that is having difficulty using the map or has any suggestions on things to add. We look forward to hearing from you.

Current list of things to add:

Export to PDF rather than just print