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How do I navigate around the map?

To navigate around the map, open the Toolbar and select the Getting Around tab if it's not already opened. The general navigation tools can be found here.

But you can also navigate using the mouse and keyboard which can be even faster than the toolbar tools in Getting Around.

To pan around the map, be sure nothing is selected from the toolbar and just click on the map and drag it in the direction you wish.

You can press the arrows on the keypad to move north, south, east and west on the map.

The Plus + key will zoom in and the Minus – key will zoom out for you.

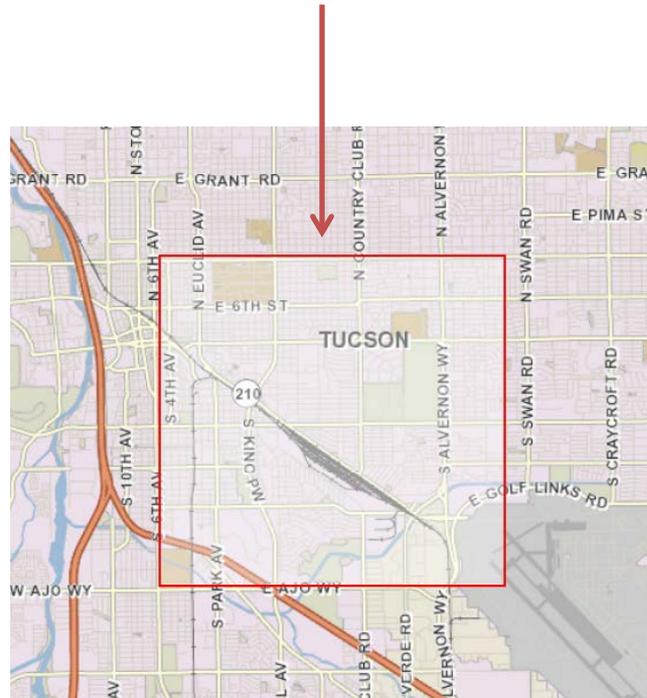
An alternative method of zooming in and out is to use the mouse wheel:

Scroll away from you to zoom in.

Scroll towards you to zoom out.

You can also zoom into a specific region by pressing SHIFT and dragging a rectangle around the area you want to see.

Note: If you're using a touch screen, touch a spot on the map and move your finger to move around. Double tap or pinch outwards to zoom in. Pinch inwards to zoom out.



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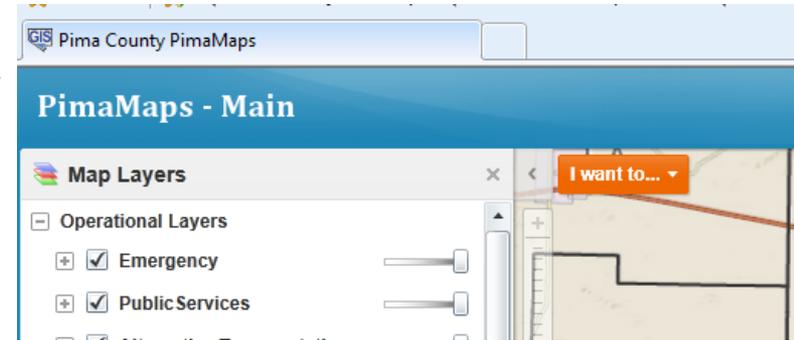
How do I open the tool bar?

There are 3 ways to open the toolbar:

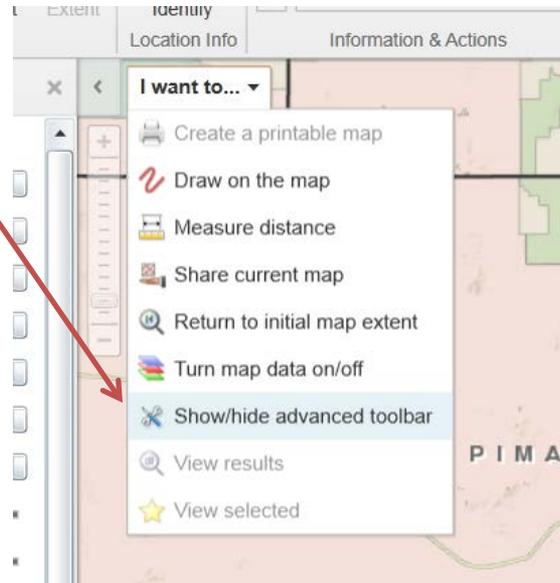
1. Select the icon of the crossed screwdriver and wrench in the upper right corner.



1. Double click the title bar of the application.



3. Select the  Show/hide advanced toolbar option on the  menu.



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What map features can I search by?

There are several features you can search by in PimaMaps. Do not use punctuation.

Parcel number

No hyphens, e.g. 11712121C

Full street address

Not case sensitive, e.g. 97 e congress st or 97 E Congress St will work

For street naming info, click here: [Official Address Guide for Pima County](#)

Address number

Will pull up any address with those numbers

Street name

Not case sensitive, e.g. stone or Stone

Street intersections

Only need to type in one street name to pull up a list

Owner

'Last name first name' or just the 'last name', e.g. Doe John or Doe

Not case sensitive, no punctuation

Recreation - Golf Courses, Parks and Recreation Areas

Part or entire name

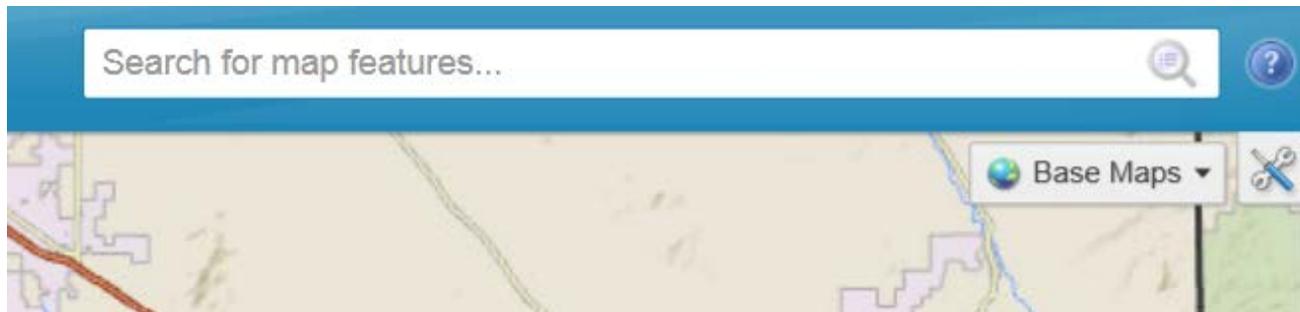
Schools

Part or entire name

TRS

Search by 130613, 130613e, or 130613w

Note: You can only search the features that are present on your PimaMaps. For instance, a department specific map may not include the Recreation layer; therefore, you would not be able to search for parks on that particular PimaMaps.

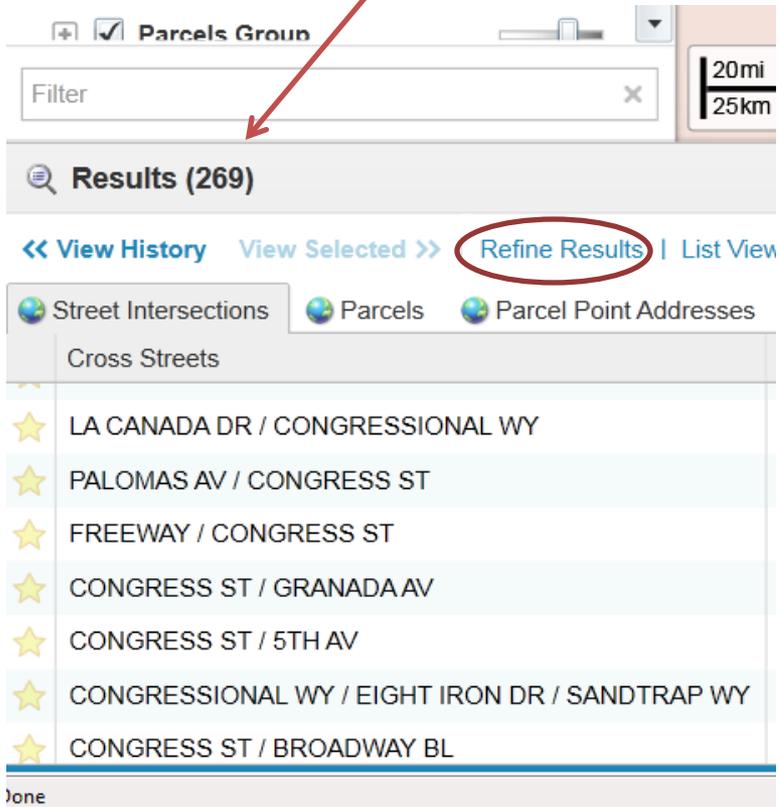


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How can I narrow down my results when searching?

If a search comes up with too many options, you can use the Refine Results option by checking and unchecking what you are looking for.



Parcels Group

Filter

20mi
25km

Results (269)

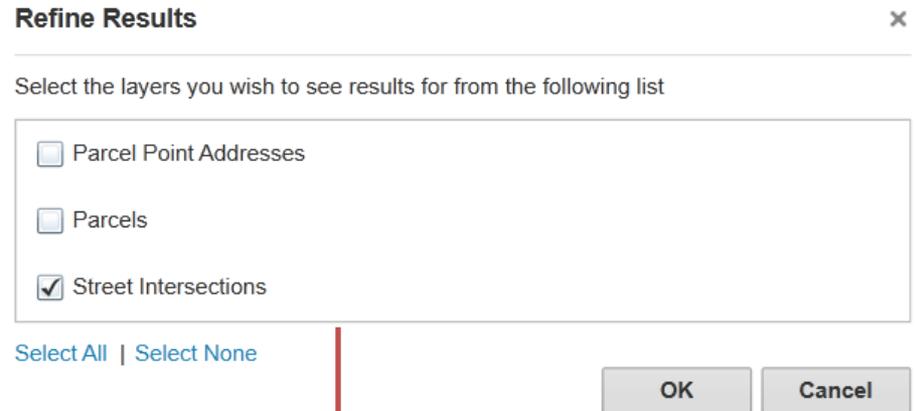
<< View History View Selected >> **Refine Results** | List View

Street Intersections Parcels Parcel Point Addresses

Cross Streets

- ★ LA CANADA DR / CONGRESSIONAL WY
- ★ PALOMAS AV / CONGRESS ST
- ★ FREEWAY / CONGRESS ST
- ★ CONGRESS ST / GRANADA AV
- ★ CONGRESS ST / 5TH AV
- ★ CONGRESSIONAL WY / EIGHT IRON DR / SANDTRAP WY
- ★ CONGRESS ST / BROADWAY BL

Done



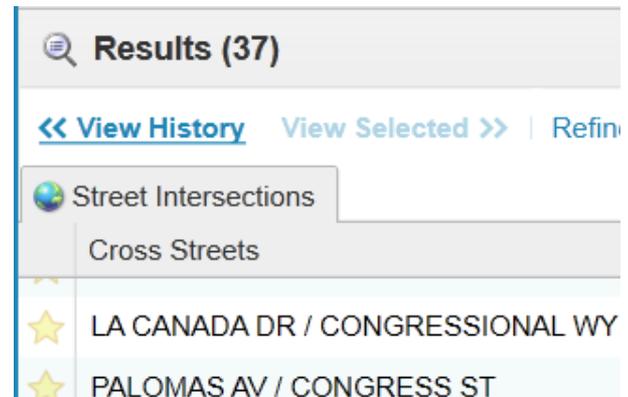
Refine Results

Select the layers you wish to see results for from the following list

- Parcel Point Addresses
- Parcels
- Street Intersections

Select All | Select None

OK Cancel



Results (37)

<< View History View Selected >> | Refin

Street Intersections

Cross Streets

- ★ LA CANADA DR / CONGRESSIONAL WY
- ★ PALOMAS AV / CONGRESS ST

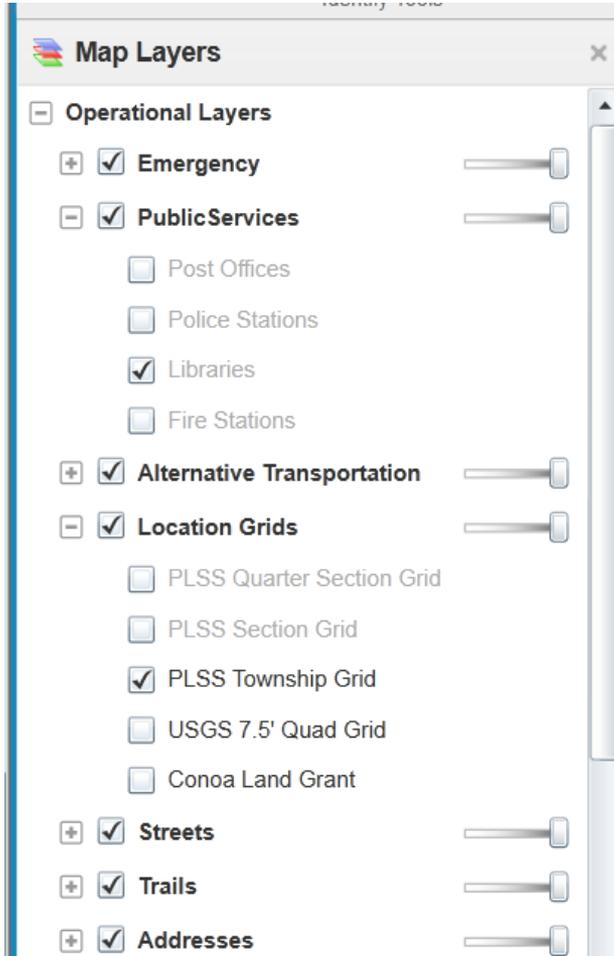
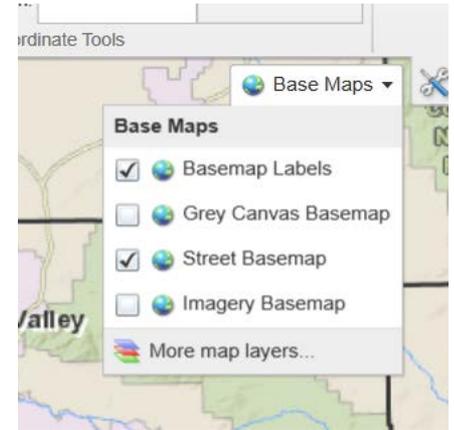
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Can I select my own map layers?

Yes. Go to the Base Maps pull down and check or uncheck what basemap(s) you are interested in.

You can then select the operational map layers within the base map to reveal more preferences.



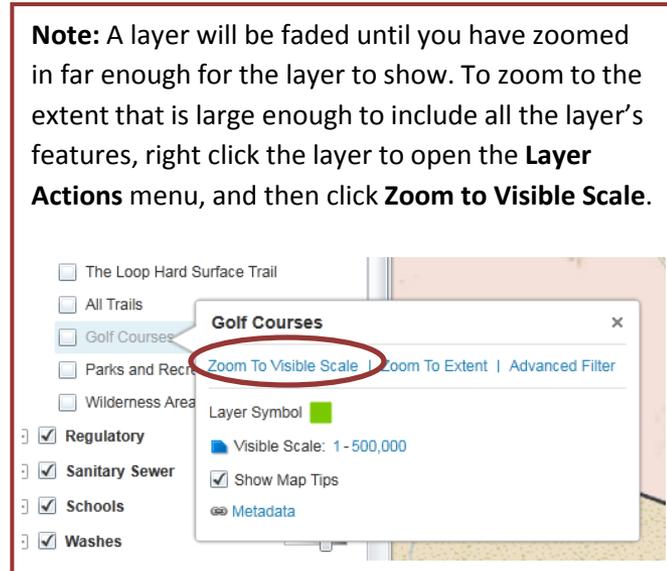
← Layer group is closed/not expanded.

← Layer group open/expanded.

← Layer is on but not visible at the current scale.

← Layer is off (faded).

← Layer is on (not faded).



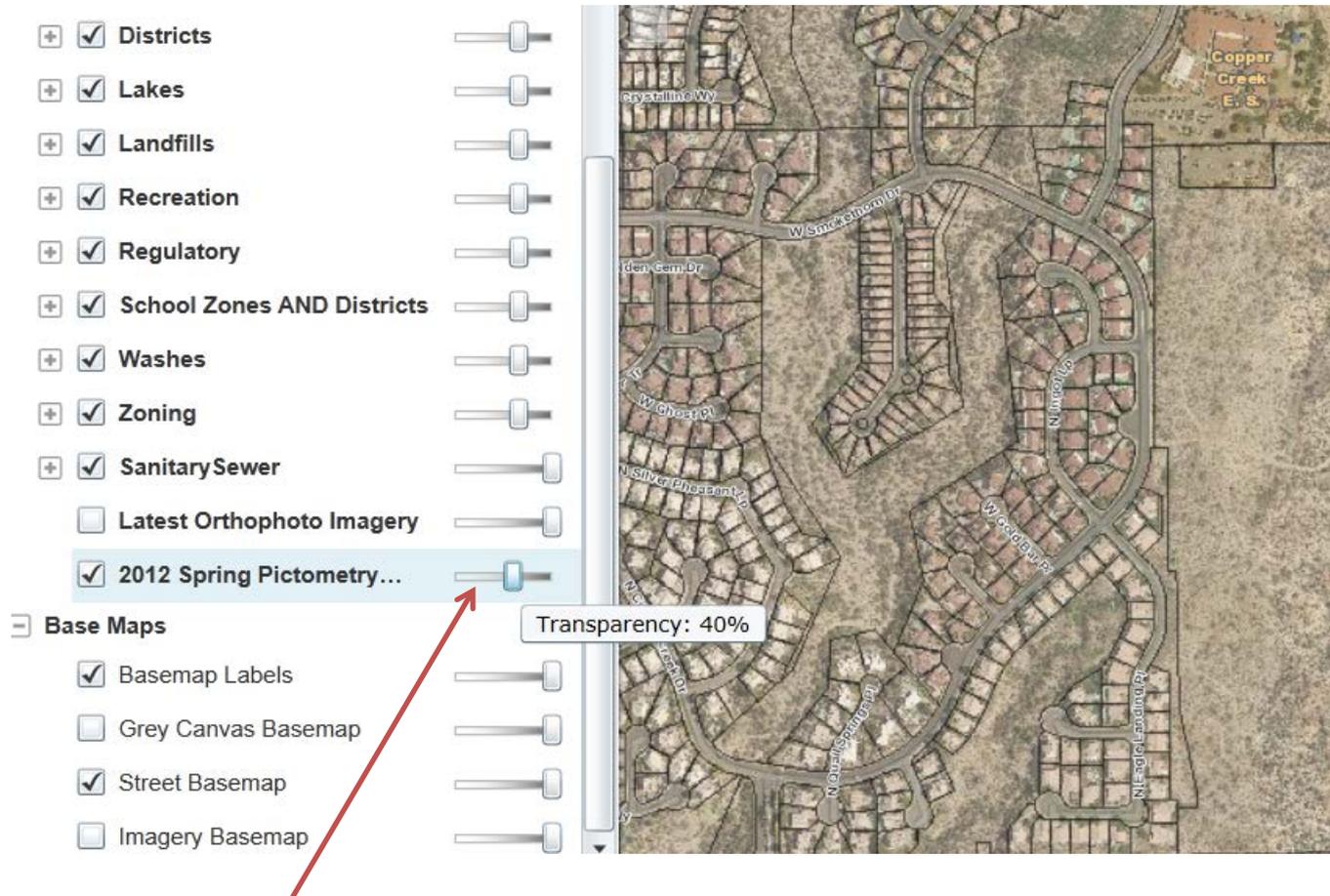
Note: A layer will be faded until you have zoomed in far enough for the layer to show. To zoom to the extent that is large enough to include all the layer's features, right click the layer to open the **Layer Actions** menu, and then click **Zoom to Visible Scale**.

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Can I set my selected map layers at different transparencies?

Yes. In Map Layers, there are slide bars that control the transparency level for each layer. To make a layer transparent, drag the slider to the left.



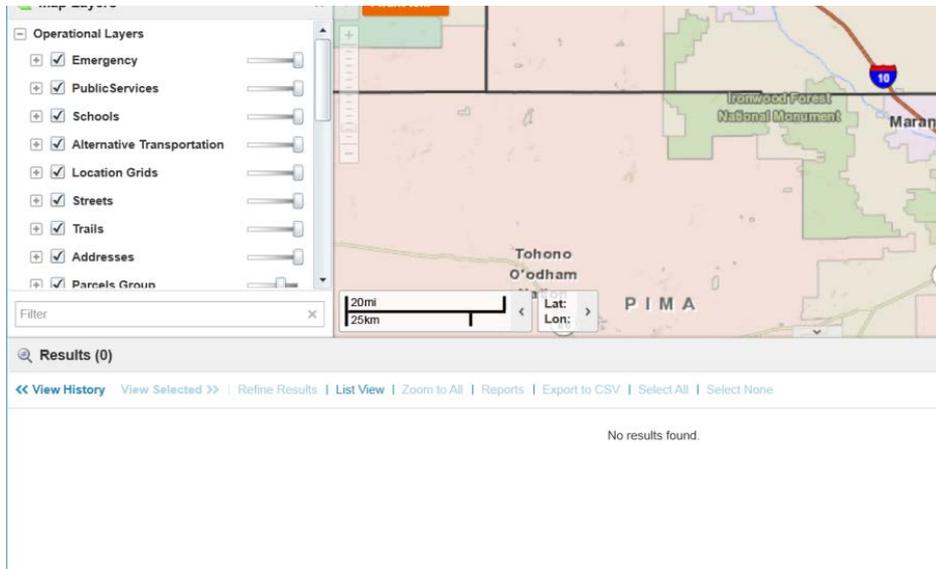
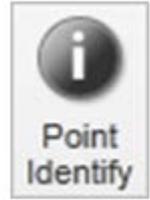
The transparency slider, here it sets the 2012 Spring Pictometry to 40% transparency.

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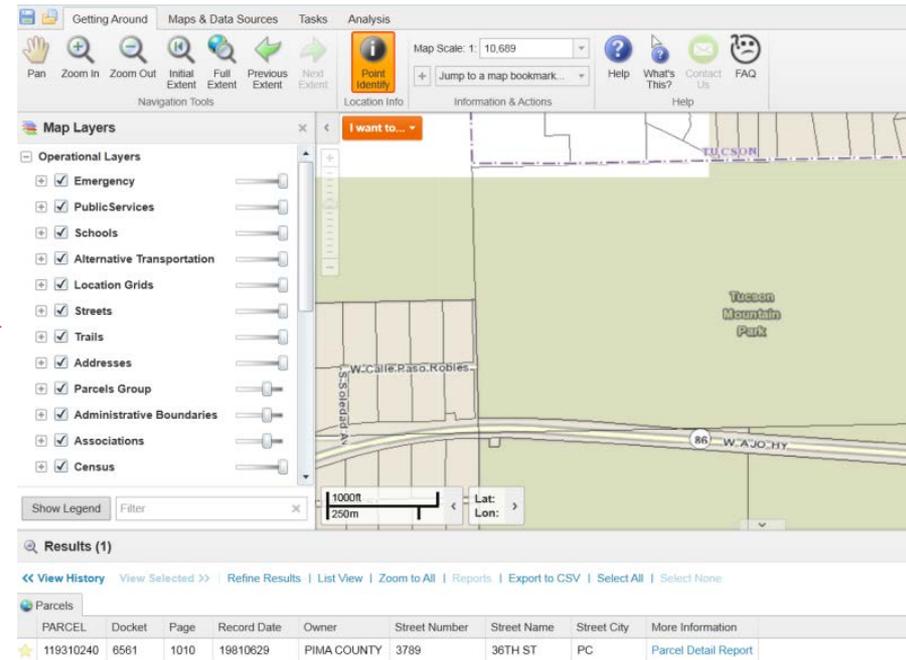
Why doesn't my Point Identify icon work?

The Point Identify icon identifies information at the point on the map that is clicked. Therefore, you must be zoomed in enough where features start to appear in the map in order to get accurate results. The layer's information is also not included if the layer is turned off.



← Zoomed too far out ends in 'No results found'.

Results found when zoomed in. →

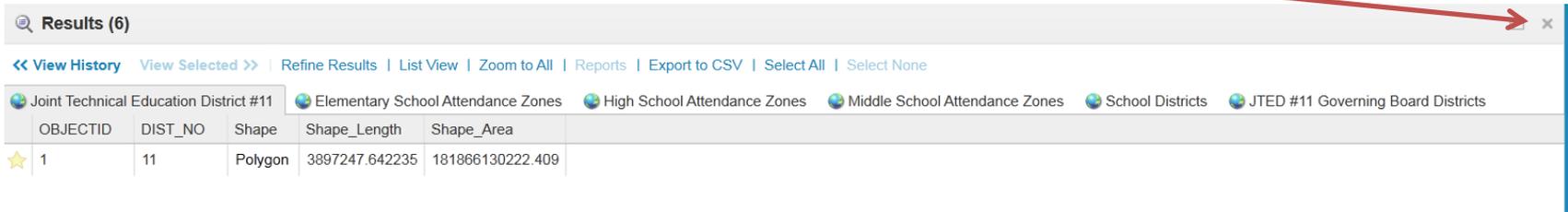


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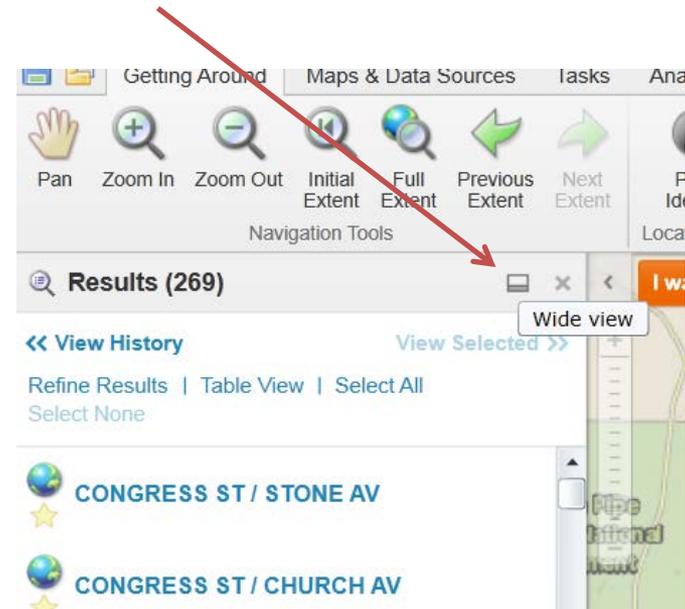
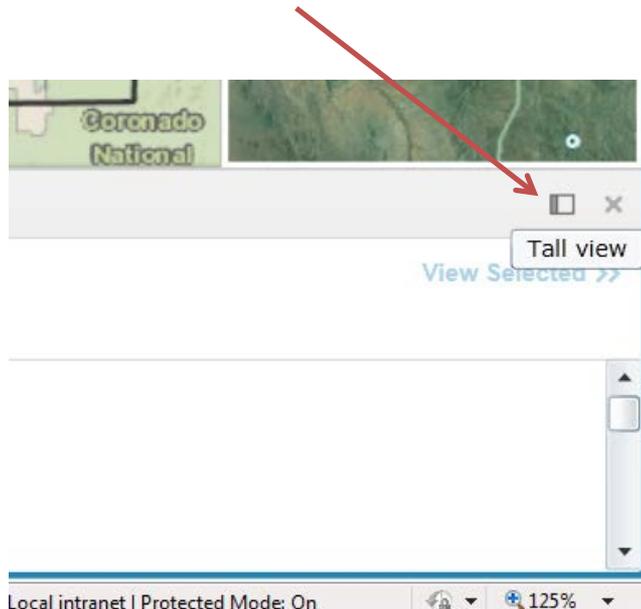
Click here for
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How do I close my results window?

Select the X in the corner of the results window to close it.



Alternatively, you can select the small window next to the X in the corner to **move** the Results list to the Table of Contents, instead of closing it completely. You can select the small window from the Table of Contents then to return the Results window to the bottom portion of your screen.

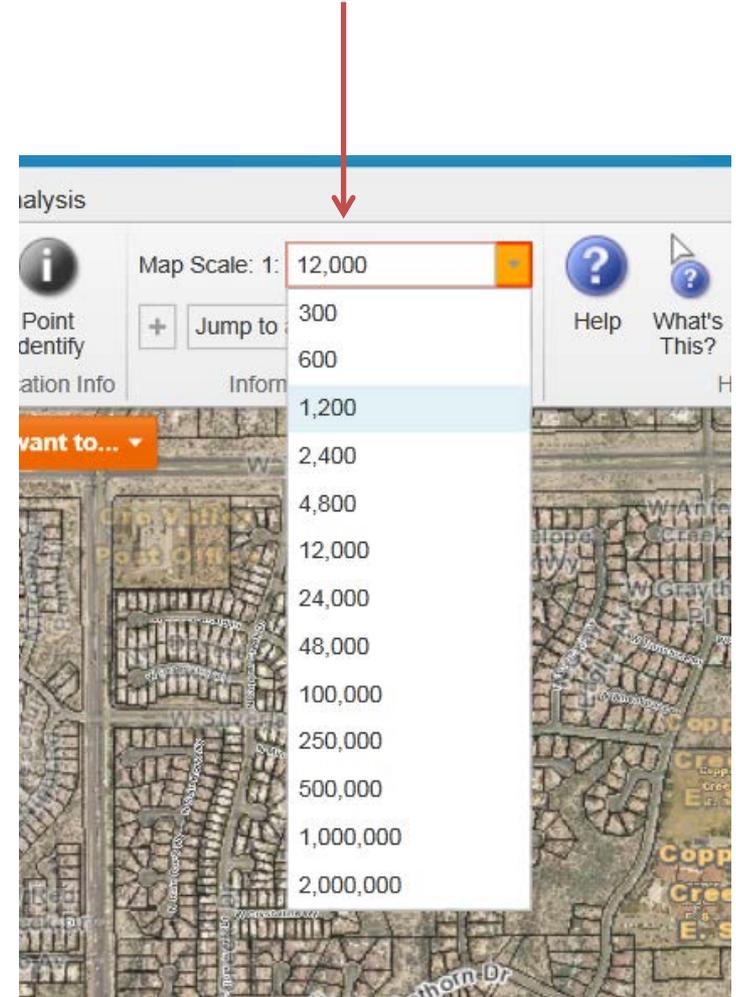
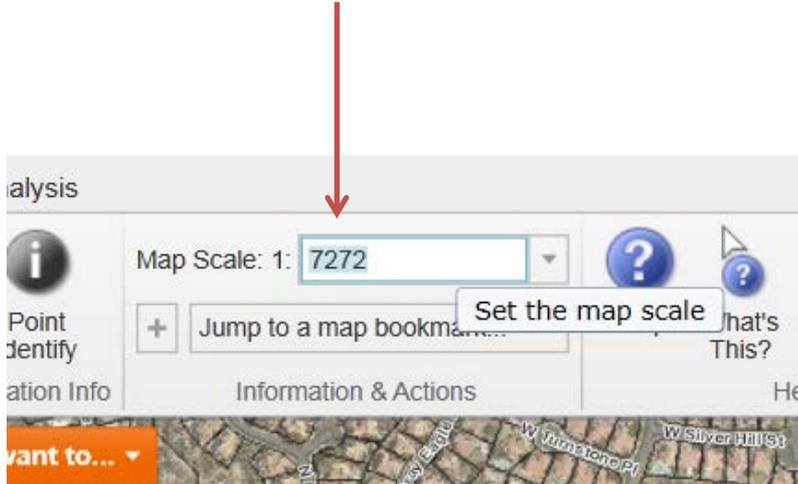


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Can I enter the map scale that I want to use?

Yes. You can choose your scale by typing it in or by selecting a pre-defined scale from the drop down list.



Scales smaller than 1:300 or larger than 1:2,000,000 are not permitted.

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Conversion of engineering scales to simple map ratio:

PimaMaps uses a simple ratio for the viewing and printing scale, such as 1:2400. This means that one unit on the map equals 2400 units on the ground.

For instance: At 1:2400, one inch on the displayed map equals 2400 inches on the ground.

At 1:2400, one foot on the displayed map equals 2400 feet on the ground.

It's the same for all measurement units (inches, feet, yards, meters, miles, etc....)

The simple ratio that PimaMaps uses means the measurement units are the same for both sides of the ratio.

For instance, inches to inches, or feet to feet. You may prefer to think of scale as 1 inch to some number of feet rather than a simple ratio, such as 1":200'.

That is, inches to feet rather than inches to inches, or feet to feet. In this case, you need to convert your scale to a simple ratio with the same units on both sides.

For example, for a scale of 1 inch equals 200 feet, the scale must be converted to have the same units on both sides to make a simple ratio. In this case it's easiest to convert specified feet to inches.

Multiply 200 feet by 12 inches per foot, giving an equivalent simple ratio of 1:2400 (1 inch to 2400 inches).

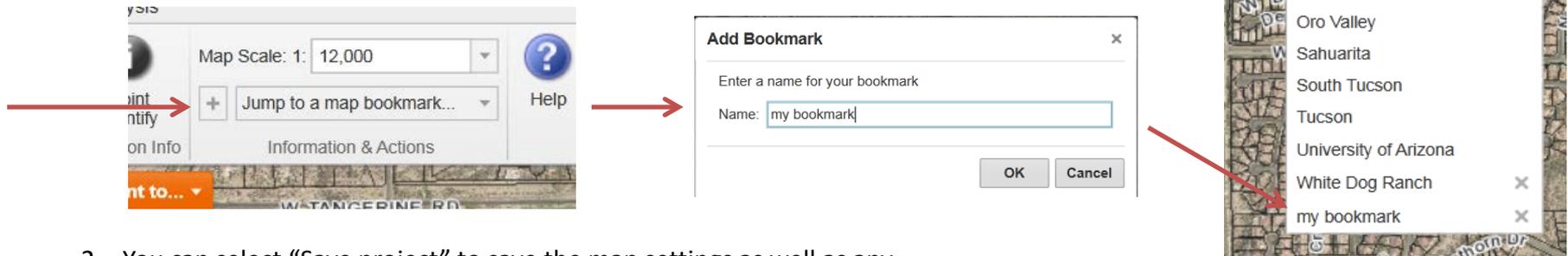
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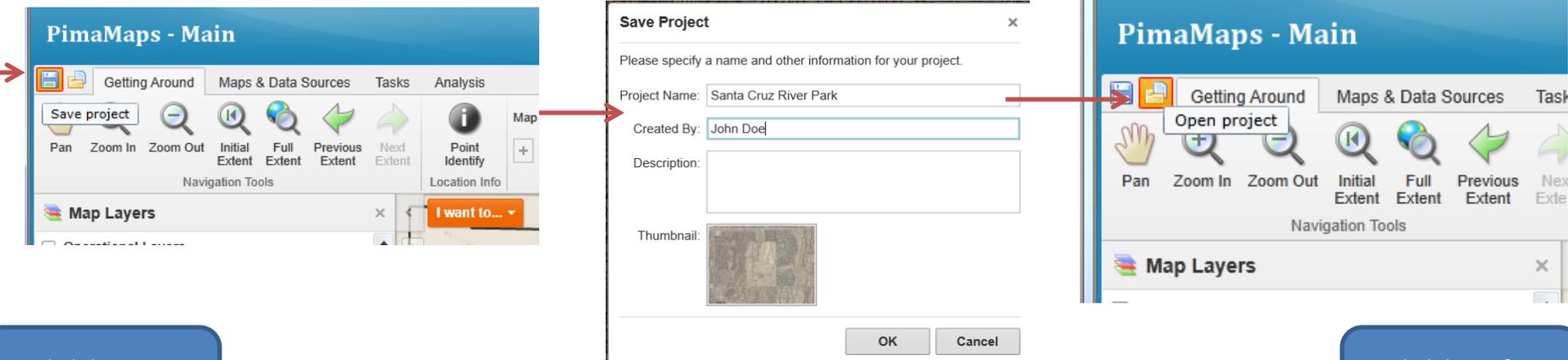
Can I save my work and come back to it later?

Yes. There are 2 methods of saving the work you have done: creating a bookmark or saving it as a project.

1. You can select the plus symbol next to “Jump to a map bookmark” and enter a name to save the map settings and area you were working in, then come back to it at any time by opening the bookmark once you have opened PimaMaps. You can delete a bookmark by clicking the x next to its name.



2. You can select “Save project” to save the map settings as well as any Markups added to the map you were working on. You will need to give the project a name and save it locally. Then you will be prompted to complete the project data box. The project will be available in future PimaMaps sessions by clicking the “Open project” button.



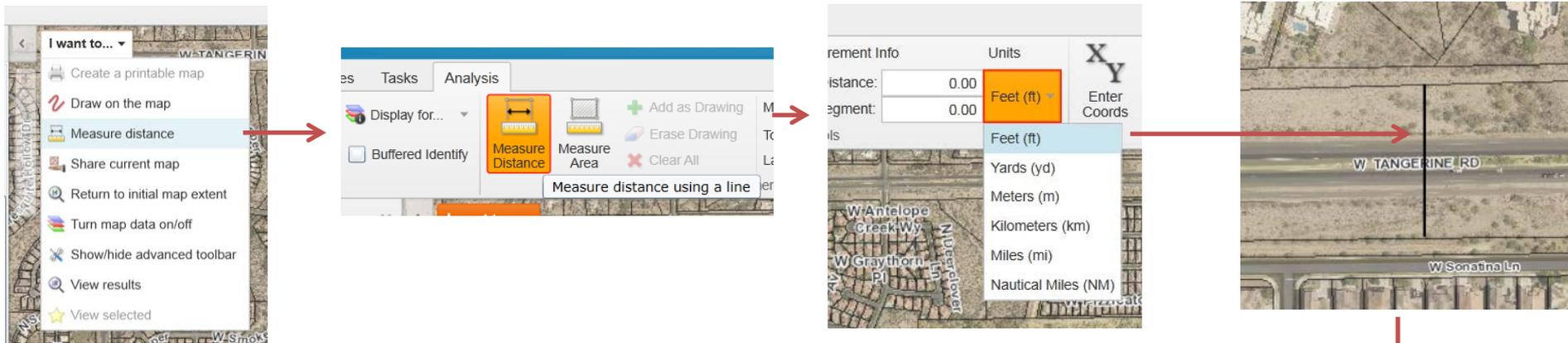
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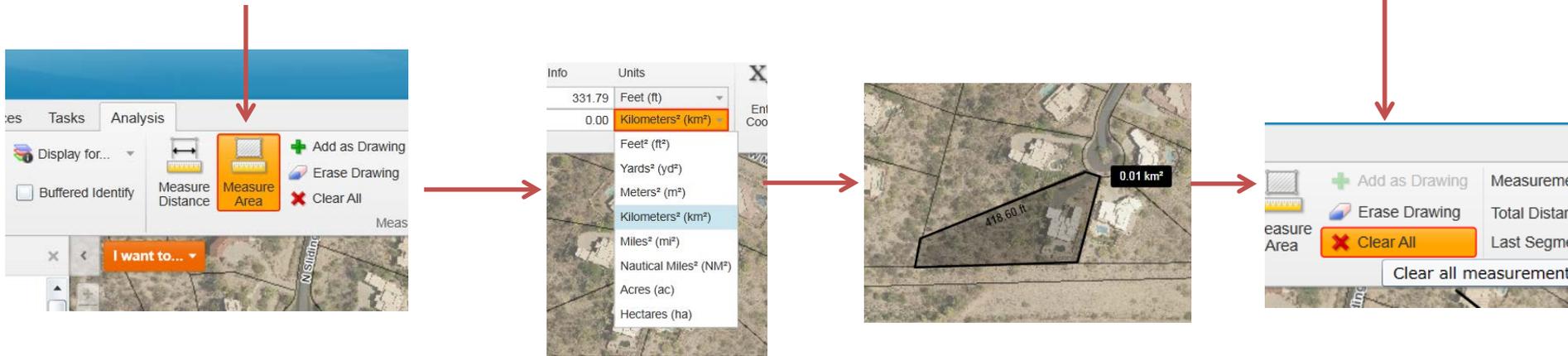
Can I take a measurement on the map?

Yes. You can measure distance or area.

- For measuring distance, select the “I want to...” or the “Analysis” tab and click on Measure distance. Set your Units, select your starting point, then double click the ending point. Select “Add As Drawing” to set the measurement and **Clear All** to remove it.



- For measuring area, select the “Analysis” tab, and then click the Measure Area. Set your units, select your starting point, then draw the shape of the area you are measuring. **Clear All** to remove it.



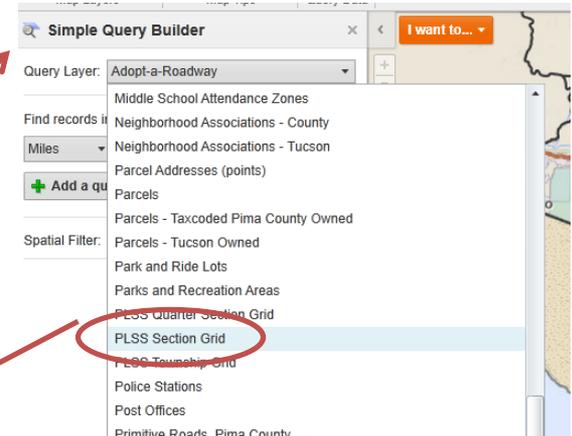
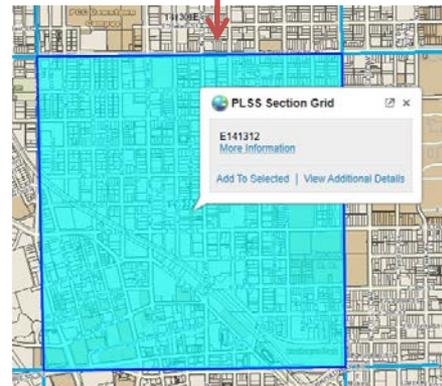
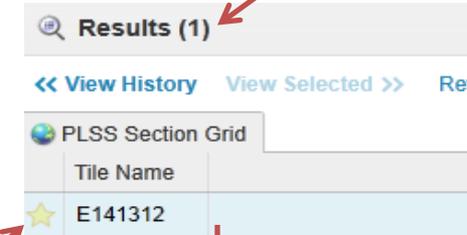
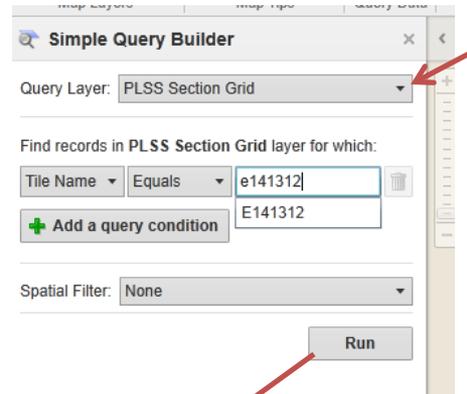
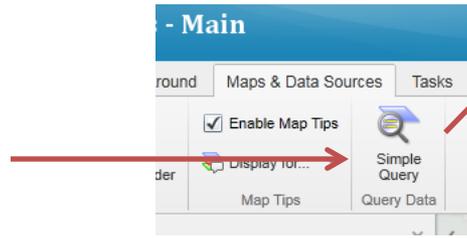
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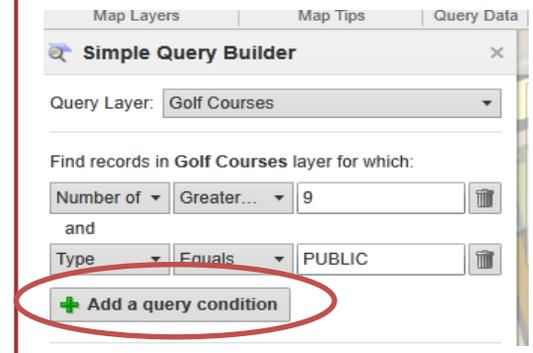
How do I search using the Simple Query Builder?

To query a particular layer:

- Navigate to the Maps & Data Sources in the toolbar and select Simple Query to bring up the Query Builder.
- Use the Query Layer dropdown menu to choose the desired layer, in this example, it is the PLSS Section Grid to query TRS.
- Depending on the layer, the first dropdown will list various fields to query on (Name, Number, Type, etc) For TRS, choose Tile Name.
- Once you begin typing the TRS, a list will dropdown letting you choose from one there or typing in the entire TRS. You can also just enter an 'e' or a 'w' to get all the sections. Click Run.
 - Note: the direction **IS** case sensitive. It will offer the corrected case for you to choose if you enter it in lower case.
- The results will show in the Results box. Click on the TRS to have the map zoom you to that location. The resulting TRS is highlighted in blue.



Note: You can also add additional queries to refine your search. For example if you were looking for public golf courses with more than 9 holes. Just add the 2nd query using the **Add a query condition** button



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How do I turn on my Section Grid?

To see the Section Grid displayed on the map, go to the Map Layers while in any tab and check the Location Grid, and then be sure the PLSS Section Grid is checked. Uncheck it to turn the layer back off.

Be sure to zoom in far enough so that the layer is visible. From the Full Extent view, the PLSS Section Grid option is grayed out.

Note: A layer will be faded until you have zoomed in far enough for the layer to show. To zoom to the extent that is large enough to include all the layer's features, right click the layer to open the **Layer Actions** menu, and then click **Zoom to Visible Scale**.

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How do I print a map?

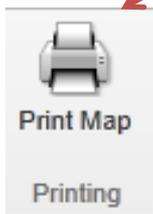
Once you have the map the way you want it, click on the Print Map button on the Task Toolbar.

You can choose the Output Format (Pdf is the default), Resolution, Title, etcetera at this screen.

Select Create File to create a printable version of the map on your screen. This may take a bit, particularly if the resolution chosen is high and in pdf format.

You will then have the choice to return to the Create a Printable Map screen, in case you need to make changes, or to open your map. Select Open File.

You will see the option to print at the top right of the screen to print your map or at the bottom if it's a pdf.



Create a Printable Map

Select Layout: PimaMaps 11 x 17 Landscape

Output Format: Pdf

Resolution: Low (Draft)

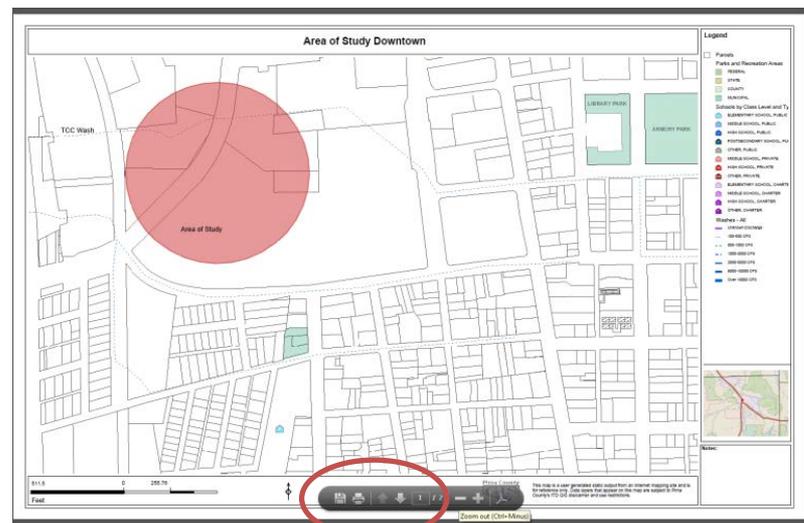
Map Scale: Current Extent

Grid: (None)

Add Title Above Map: Area of Study Downtown

Add Notes at Bottom Right of Map: Notes:

Create File Cancel



Create a Printable Map

Your file is ready. Please click the 'Open File' button, or click 'Back' to create another printable map.

Back Open File

Note: For more printing options, see "What are my printing options?"

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What are my printing and labeling options?

PimaMaps offers a variety of printing options to enable the user to tailor the map to their project.

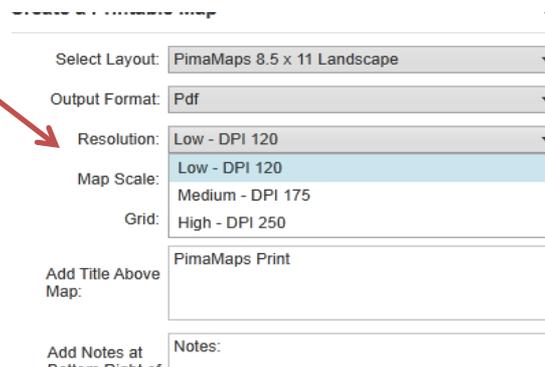
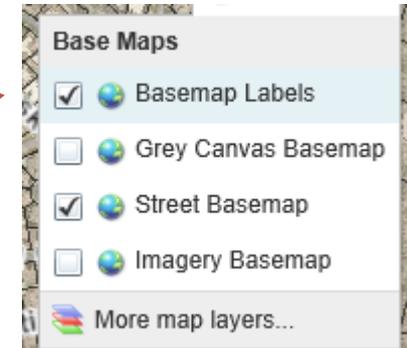
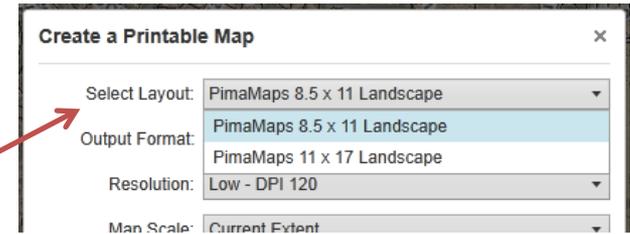
We have 2 templates available currently: 8.5x11 and 11x17 – landscape. Both are accessible when you click on the Print Button and Select layout. More templates will be added in the near future.

There are 2 options currently available for labeling your customized map:

1. Basemap Labels - accessed by clicking on the Base Maps dropdown:
2. The Print Friendly Labels Layer which work well for map printouts. Turn off the Base Maps Labels and turn on the Street Labels to use this option. This works well if you do not wish to have the Base Map in your print or if you want a higher resolution.

Resolution can be changed depending on which labeling option you choose:

1. 120 DPI (low) – works well with Base Maps
2. 175 DPI (medium) - works well for Print Friendly Label Layers
3. 250 DPI (high) - works well for Print Friendly Label Layers



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Why won't my labels show up when I print?

- Currently, the Print Map Functionality will only print layers that are turned on at the appropriate scales in the table of contents.
- Many of the layers have labeling that will turn on at the appropriate scales. These labels will print.

The screenshot displays a map interface with a table of contents on the left and a map on the right. The table of contents includes the following layers and their settings:

- Sanitary Sewer
- Schools
- Washes
 - Washes - All
 - Washes - Major
- Zoning
- Print - Street & Label Reference
 - 1:500
 - 1:1000
 - 1:2,000
 - 1:4,500
 - 1:11,000
 - 1:24,000
 - 1:48,000
 - 1:100,000
 - 1:500,000
 - 1:1,000,000
- Latest Orthophoto Imagery
- 2012 Spring Pictometry Color Orthophoto...
- Base Maps
 - Basemap Labels
 - Grey Canvas Basemap
 - Street Basemap
 - Imagery Basemap
- Graphics Layers

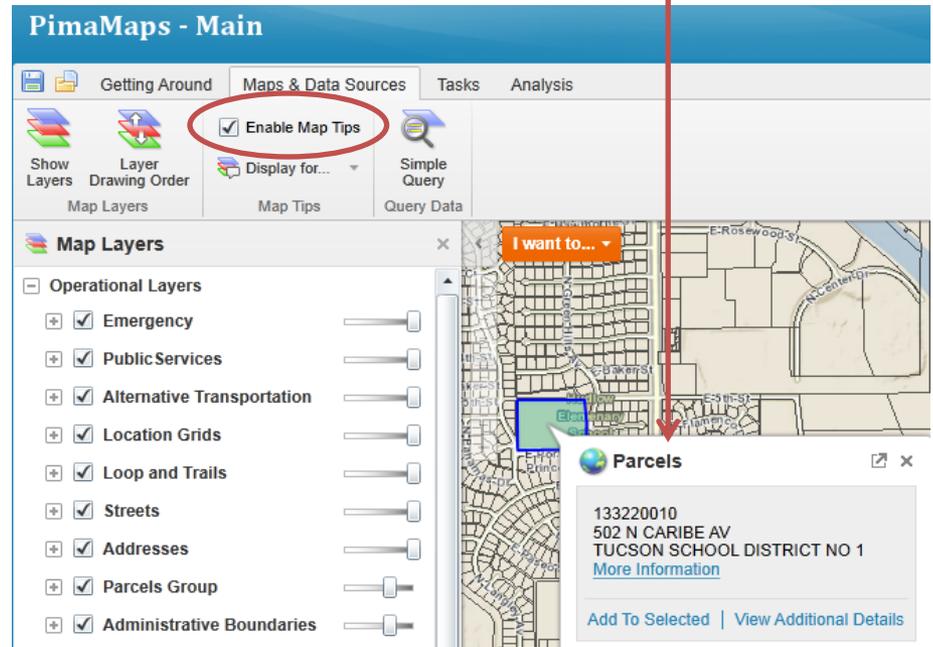
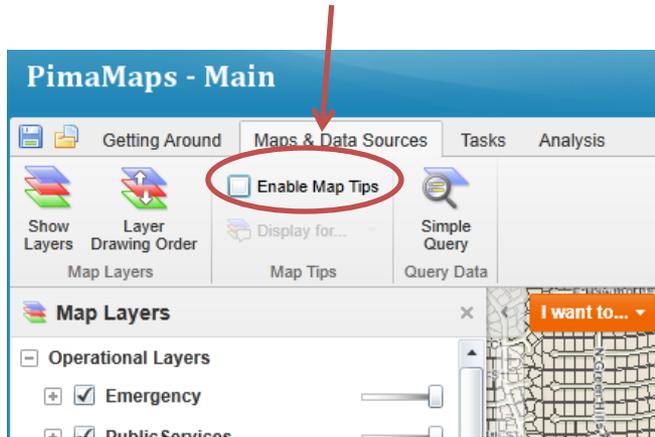
Red arrows point to the 'Print - Street & Label Reference' layer and the '1:4,500' scale. The map on the right shows a street grid with labels like 'S. Storaway' and 'Tucson Fire Dept'.

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Why are the Map Tips not working?

To enable the Map Tips, navigate to the Maps & Data Sources tab and click Enable Map Tips.



Note: If the Map Tips stop working at some point, try returning to the Maps & Data Sources tab, and toggling off and on the Enable Map Tips.

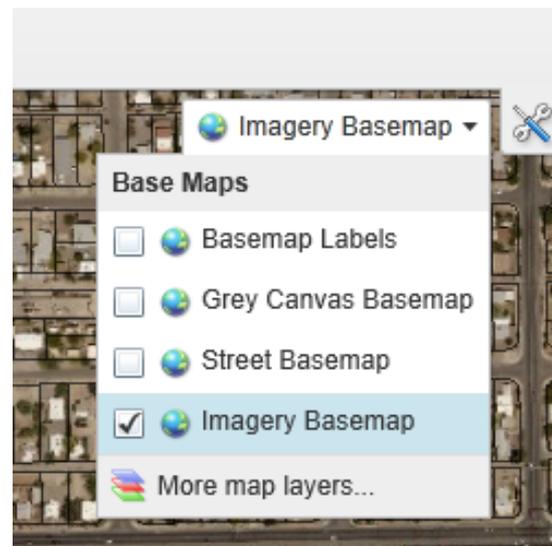
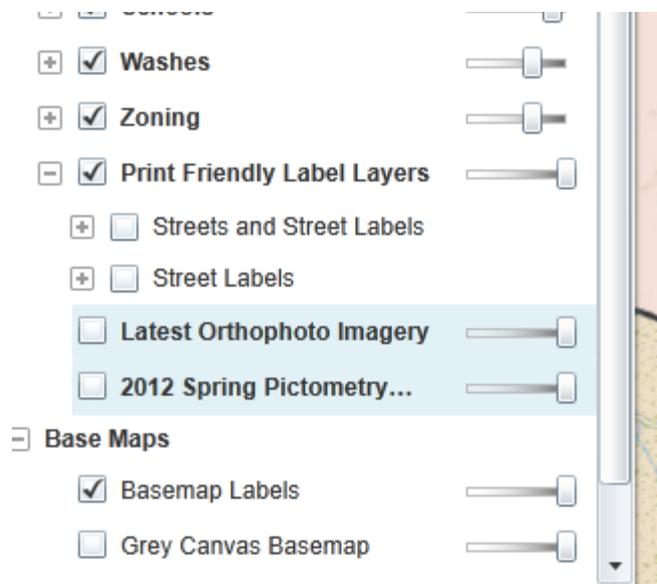
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Why don't I see additional or previous years of Orthophoto imagery?

As of this time, the only Orthophoto Imagery options available are the 2012 Spring Pictometry (4-inch) and the Latest Orthophoto Imagery, which is a composite image created from 2012 Spring Pictometry (4-inch), 2011 PAG Imagery (6-inch), and 2010 NAIP Imagery (1-meter).

Another option to view the aerial imagery is to navigate to the Basemap selections, check on the Imagery Basemap and check off the other Basemaps. Be sure you are zoomed in closer.



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How do I use a buffer to create a list of results to export?

Buffers represent an area displaying a distance or offset around a selected map feature(s) or a user's map click on the map. A buffer can be created around a point, line, or polygon map feature.

Some examples might include:

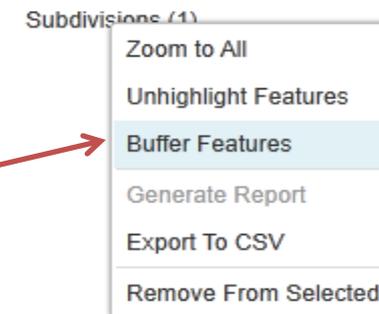
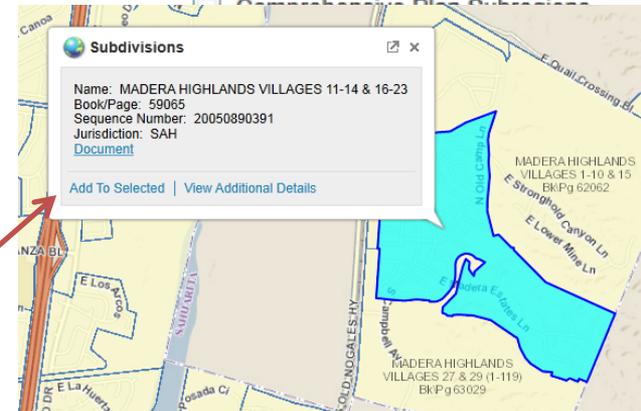
- List all the street segments in a subdivision
- Select parcels within 100 feet of a road project
- Select parcels inside a subdivision
- List parcels within 1 mile of a school
- Find all Elementary Schools within 5 miles of a certain High School

Tools to select map features:

- Identify tools (Point, Freehand, Line, Polygon, and Rectangle)
- Map Tips
- Simple Query

Example:

- Any map layer can be buffered, but in this example, we will buffer from the subdivision layer to create a list of parcel information.
- Expand the Development group by clicking the + next to Development. Turn on Subdivisions by clicking on the box next to it.
- Hover the mouse pointer over the subdivision area until the Map Tip appears. Click: **Add To Selected** to add the subdivision to the results.
- The **Selected Results** should open automatically. If not, open it from the Toolbars Task tab. Right click on Subdivisions to bring up a set of options. Click on **Buffer Features** which opens the **Buffer Options** box.



Buffering continued...

To choose everything within a polygon, the buffer distance needs to be set at a negative amount, such as -5 feet. So in this example, everything within the subdivision will be selected. You could enter a positive amount, such as 100 feet to select everything within 100 feet of the polygon as well as everything inside it.

Next, click on the **Display for...** dropdown menu. The Default has everything selected, which will create a large list. Click the **Select None** option, then scroll down the list and check **Parcels**.

Buffer Options

Distance: Feet

Display for... ▼

Add Buffer to Markup

Display for... ▼

[Select All](#) [Select None](#)

Streets - All

Parcel Addresses (points)

Parcels

Parcels - Taxcoded Pima County Owned

Parcels - Tucson Owned

Buffer Options

Distance: Feet

Display for... ▼

[Select All](#) [Select None](#)

Hospitals

Post Offices

Police Stations

Libraries

Fire Stations

Park and Ride Lots

Bus Stops - Sun Tran

Bicycle Routes

Check **Add Buffer to Markup** and click **OK**. Notice you also have the option to Preview Buffer which will just highlight the area that you selected, in case you need to make changes.

- A list of parcels within that subdivision should show up in the Results. If not, you may need to select the Parcels tab.
- Click the Export to CSV which will open the Directory for you to save the list as a .csv file, which can then be opened as a Microsoft Excel spreadsheet. The export could then be used in Microsoft Mail Merge to create a mass mailing list of address labels.

Results (693)

[View History](#) [View Selected >>](#) [Refine Results](#) | [List View](#) | [Zoom to All](#) | [Reports](#) | [Export to CSV](#) | [Select All](#) | [Select None](#)

Subdivisions **Parcels**

PARCEL	Docket	Page	Record Date	Owner	Street Number	Street Direction
30431030C	12132	4530	20030910	FIRST AMERICAN TITLE TR 9218		
304311520	13290	2639	20080422	GRANITO GARY ANTHONY REVOC TR	498	N
304311740	13841	2794	20100630	MADERA HIGHLAND OWNERS ASSOCIATION		
304311530	13324	204	20080610	TAYLOR MATTHEW & CHENOVA CP/RS	489	N
304311510	13299	479	20080505	CARROLL DAVID B & PAMELA J CP/RS	490	N
304311550	13338	4166	20080630	HINTON BRIAN C	1091	E

Buffering continued...

It should be noted that the buffer can be set to return one group of results or multiple groups:

- For example, you may select all the schools within a 2 mile radius of a particular parcel; or all the libraries, post offices, fire stations, and so on within a set distance of that parcel.

Results (10)

View History | View Selected | Refine Results | List View | Zoom to All | Reports | Export to CSV | Select All | Select None

Schools by Class Level and Type

Type	Class	Name	Address	City	ZIP	Phone	More Information	District
PUBLIC	ELEMENTARY SCHOOL	DONALDSON ELEMENTARY SCHOOL	2040 W OMAR DR	TUCSON	85704	520-696-6160	Website	AMPHITHEAT
PUBLIC	ELEMENTARY SCHOOL	HARELSON ELEMENTARY SCHOOL	826 W CHAPALA DR	TUCSON	85704	520-696-6020	Website	AMPHITHEAT
PUBLIC	ELEMENTARY SCHOOL	MESA VERDE ELEMENTARY SCHOOL	1661 W SAGE ST	TUCSON	85704	520-696-6000	Website	AMPHITHEAT
PUBLIC	ELEMENTARY SCHOOL	WALKER ELEMENTARY SCHOOL	1750 W ROLLER COASTER RD	TUCSON	85704	520-696-6510	Website	AMPHITHEAT
PUBLIC	MIDDLE SCHOOL	CROSS MIDDLE SCHOOL	1000 W CHAPALA DR	TUCSON	85704	520-696-6920	Website	AMPHITHEAT

Selected (23)

Back to Results | Zoom to All | Clear Selected

Streets - All (21)

Post Offices (1)

Subdivisions (1)

Zoom to All

Unhighlight Features

Buffer Features

Generate Report

Export To CSV

Remove From Selected

- The context menu will appear slightly different depending on whether you choose single or multiple features to buffer.
- Even if you have selected multiple features to buffer, the tool will only create one buffer around the feature you select and not all on the list (Results title). The features need to be grouped (Selected title) in order for all of them to be included in the buffer.

Results (102)

View History | View Selected | Refine Results

Parcels

PARCEL	Docket	Page	Record Da
104017030	13275	3248	20080401
10401238B	13216	3241	20080401
10401122E	13216	3241	20080401
10401102A	13216	3241	20080401
10401125A	13216	3241	20080401
104017050	13216	3241	20080401
10401128A	13216	3241	20080401

Refine Results

Hide Results From This Layer

Show Feature Details

Add To Selected

Buffer Feature

Click here to return to the top

Click here for more info

Why doesn't my Google Chrome work?

- Silverlight inside Google Chrome will no longer be supported.
- See link for additional information:

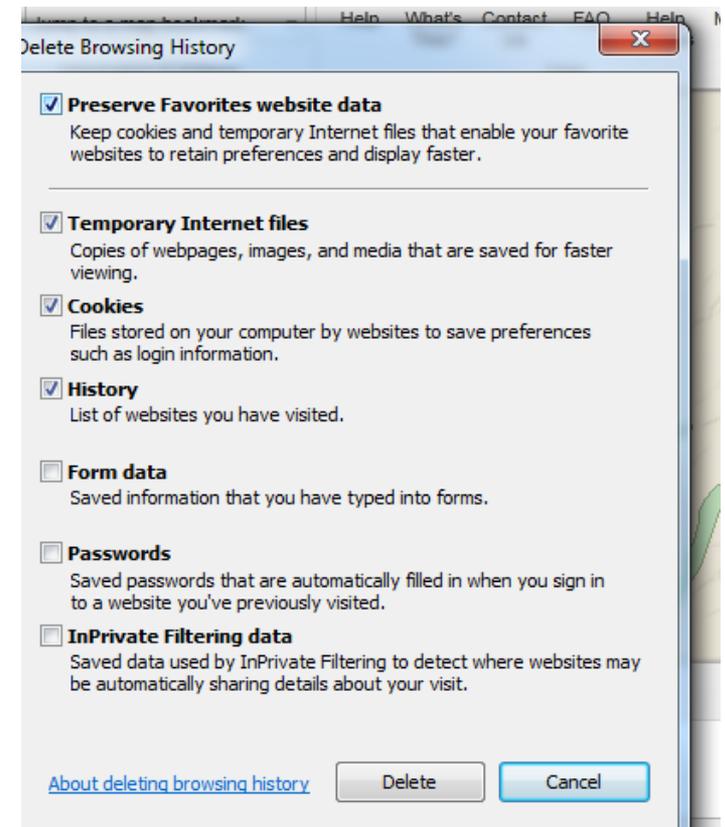
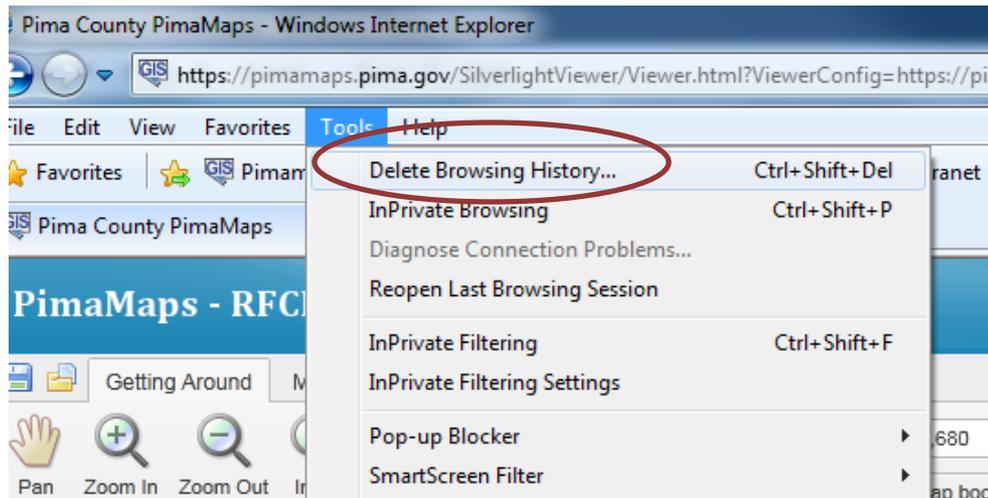
<http://blog.geocortex.com/2014/12/05/google-chrome-silverlight-and-the-move-to-html5/>

Click here to
return to the top

Why do I keep getting a Time Out error when I open PimaMaps?

The problem may be one of the following:

- If you are getting a Time Out error when you open up PimaMaps, try deleting your web browser history, cookies, and temporary internet files. Then close all internet sites. Open PimaMaps again .
- Silverlight is not updated on your machine, and you do not have permissions to update it. This is an IT issue. Please contact the IT help desk and request a Silverlight update as your computer is blocking it because it's an older version.



Click here to
return to the top