

Columbia County Public Hearings App: A Quick Help Guide

<http://bit.ly/CCPublicHearings>
Guide Version Date February 16, 2016

The Columbia County Public Hearings App is available in both mobile and desktop friendly versions. This guide provides help information for both versions.

Inside this guide:

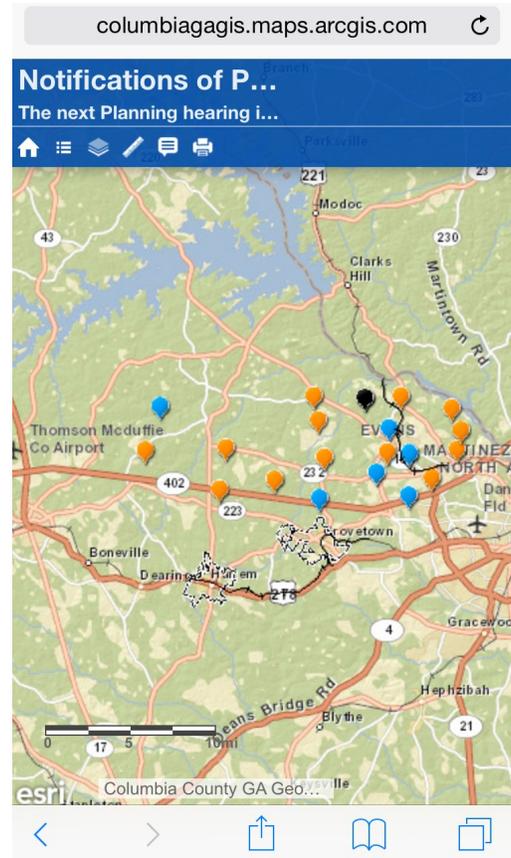
Navigation	2
Tool Bar	3
Notification Pin Selection	5

Mobile

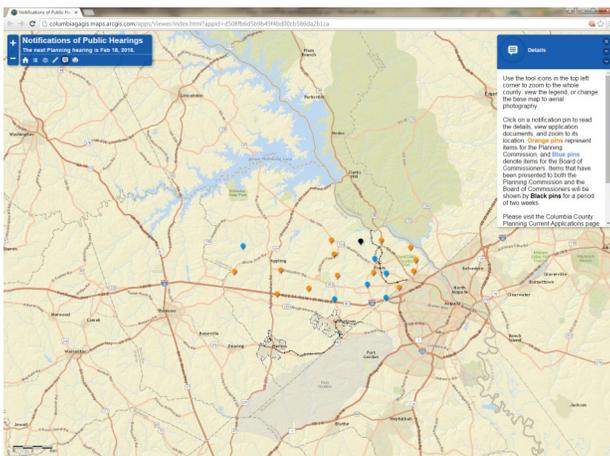
On phones or mobile devices, the appearance of the mapping application will be optimized to leverage a smaller screen.

The mapping application is designed to be compatible with all major mobile platforms including but not limited to Android, iOS, and Windows 8.1 Mobile.

The “X” button in the upper right hand corner can be used at any time to close a pop-up dialog box. The dialog boxes can be turned back on through the appropriate icons on the toolbar.



Desktop



The desktop environment provides users tools and functionality that can be optimized in internet browsers on PCs or MAC machines. Designed and developed to work on all major desktop browsers including but not limited to Google Chrome, Internet Explorer, and FireFox.

An option to change the base map to aerial photography, measure linear distances or areas, and print the map are features that have been enabled to optimize the user's experience.

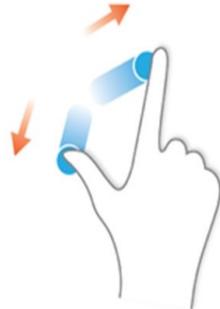
Mobile Navigation

Pan:



Touch and Drag to Pan the Map.

Zoom In:



Touch and pinch apart to zoom in on the map.

Zoom Out:



Touch and pinch in to zoom out on the map.

Desktop Navigation

Pan:

Click and hold down the mouse to drag and pan the map.

Zoom In:



Click on the Zoom In button.

Zoom Out:



Click on the Zoom Out button.

Alternately, hold down the shift key and left click the mouse while drawing a box in the map to zoom to a specific area.

Other Navigation Options

Zoom to a Pin:

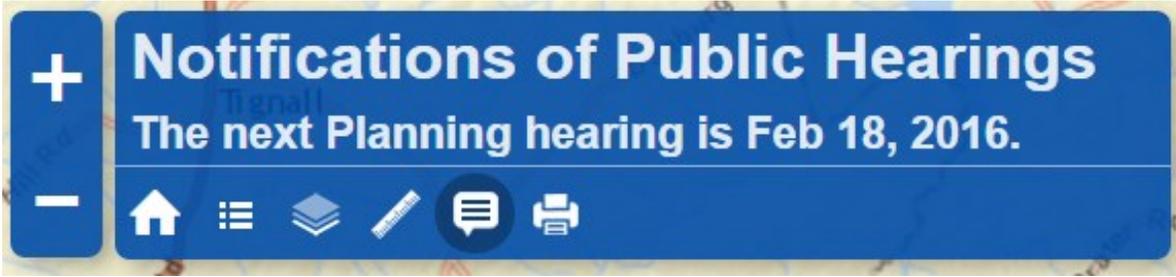
Use the magnifier button at the bottom of the details pane of a selected pin to zoom to that pin's location.



Full Extent:

Use the full extent button that looks like a house to return to the full extent of the map.





Tool Bar

The tool bar contains several icons to choose from. It also provides the date of the next Planning Commission hearing.

The “+” and “-” buttons on the far left are tools to zoom in and out, respectively.

The home button will zoom your map back out to the original level encompassing the entire county.

The bulleted list icon will open the pop up with the map legend to explain the different symbols and what they represent.



The icon that appears as three stacked squares will open the pop up with the base map gallery that hosts several options to change the map background.



The ruler icon will open the measuring pop up in which linear distances or area measurements can be taken as well as point coordinates. Units for each type of measurement can be changed between metric and imperial units.



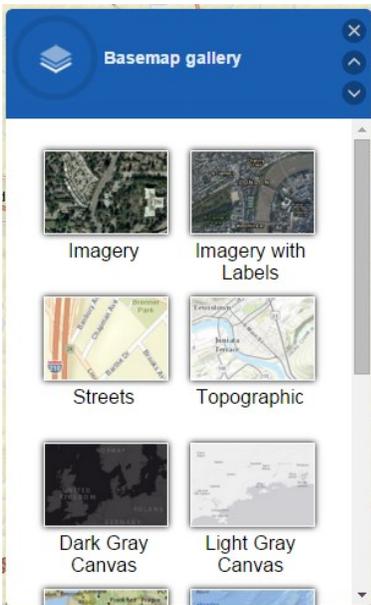
The comment bubble icon will open the details pane that automatically appears on the right of the screen when the app is launched.



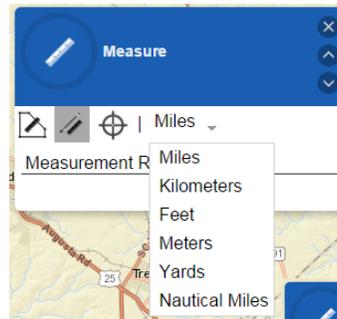
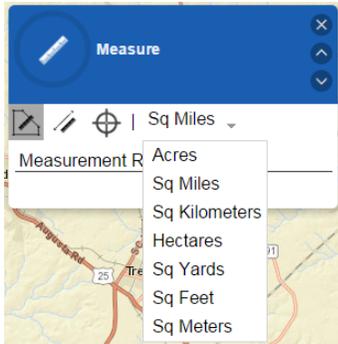
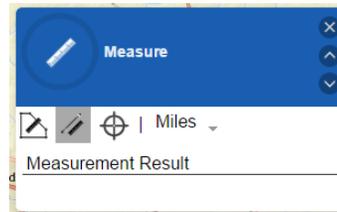
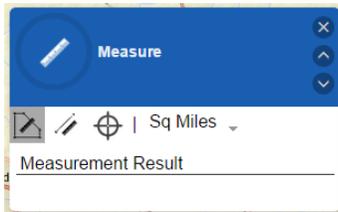
The printer icon will open the print settings pop up.



Base Maps and Measurements

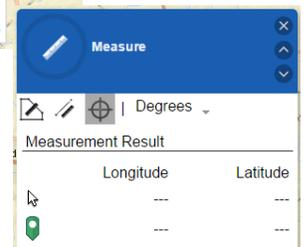


The base map gallery pop up provides several options to change the background of the map. Streets is the default base map.



The measure pop up allows linear measurements as well as measurements of area. Units can be changed for each type of measurement by clicking the unit dropdown arrow.

Coordinate locations can be acquired as well.

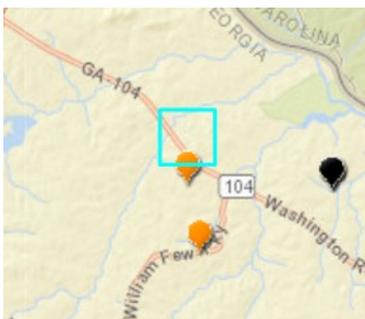
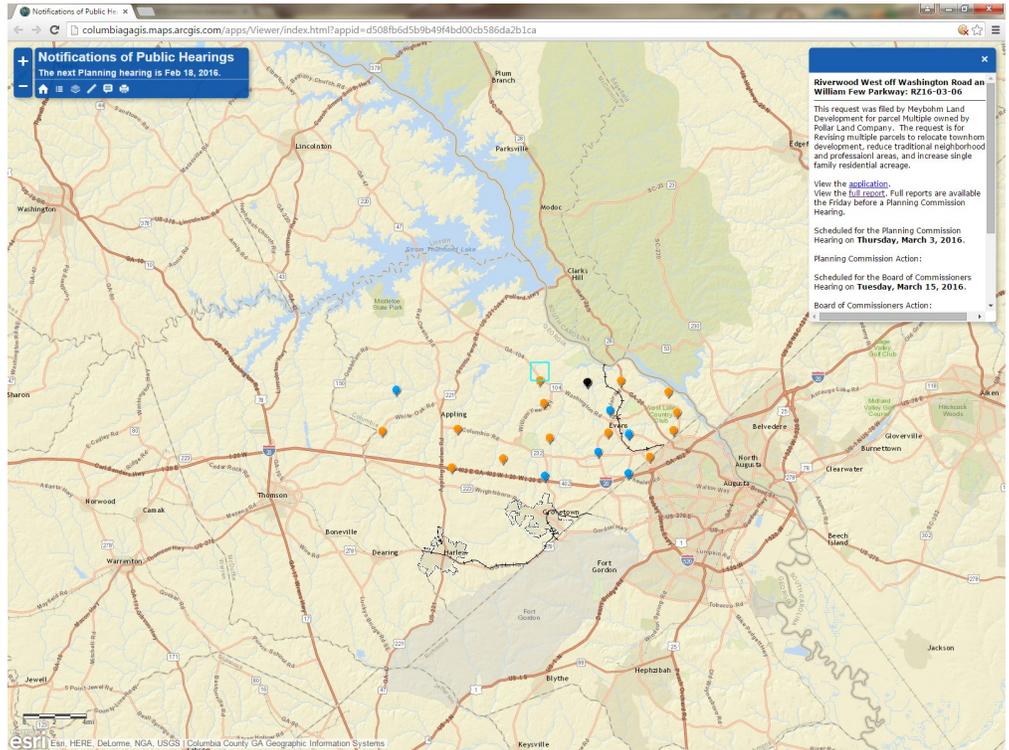


Columbia County Public Hearings App: Notification Selection Quick Help

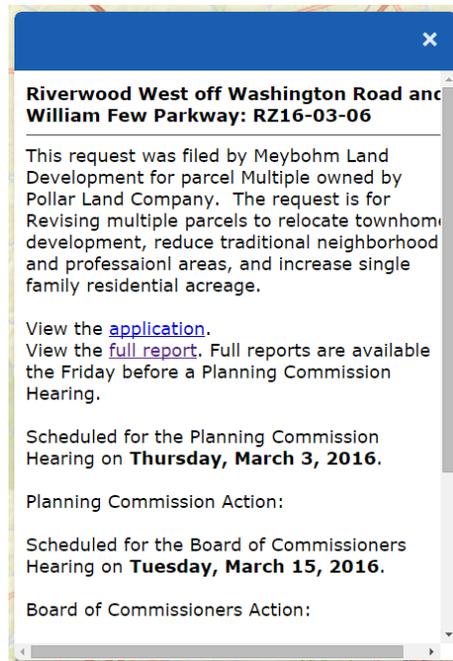
View a Notification's Details

Left click, or tap if the application is being viewed on a mobile device, on the pin of interest once. The program will highlight the selected pin with a blue/cyan colored box.

The details for that notification of public hearing will appear in the pop up in the upper right hand corner of the app. The details provided include information regarding the applicant, parcel, a request summary, and the dates of the Planning Commission and Board of Commissioners hearings for which it has been scheduled. Also included are hyperlinks to the application submitted and the full staff report. Full staff reports are not available until the Friday before the Planning Commission hearing.

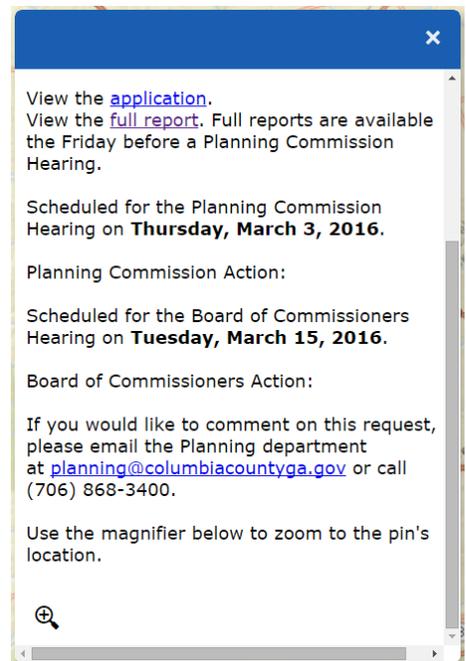


Blue/Cyan box highlighting a selected pin.



Details of the notification including applicant, parcel, a request summary, etc.

Hyperlinks are provided to view the application and the full staff report.



Contact information for the Columbia County Planning department is provided at the bottom of the notification's details.

The magnifier in the bottom left corner can be used to zoom to the pin's location.