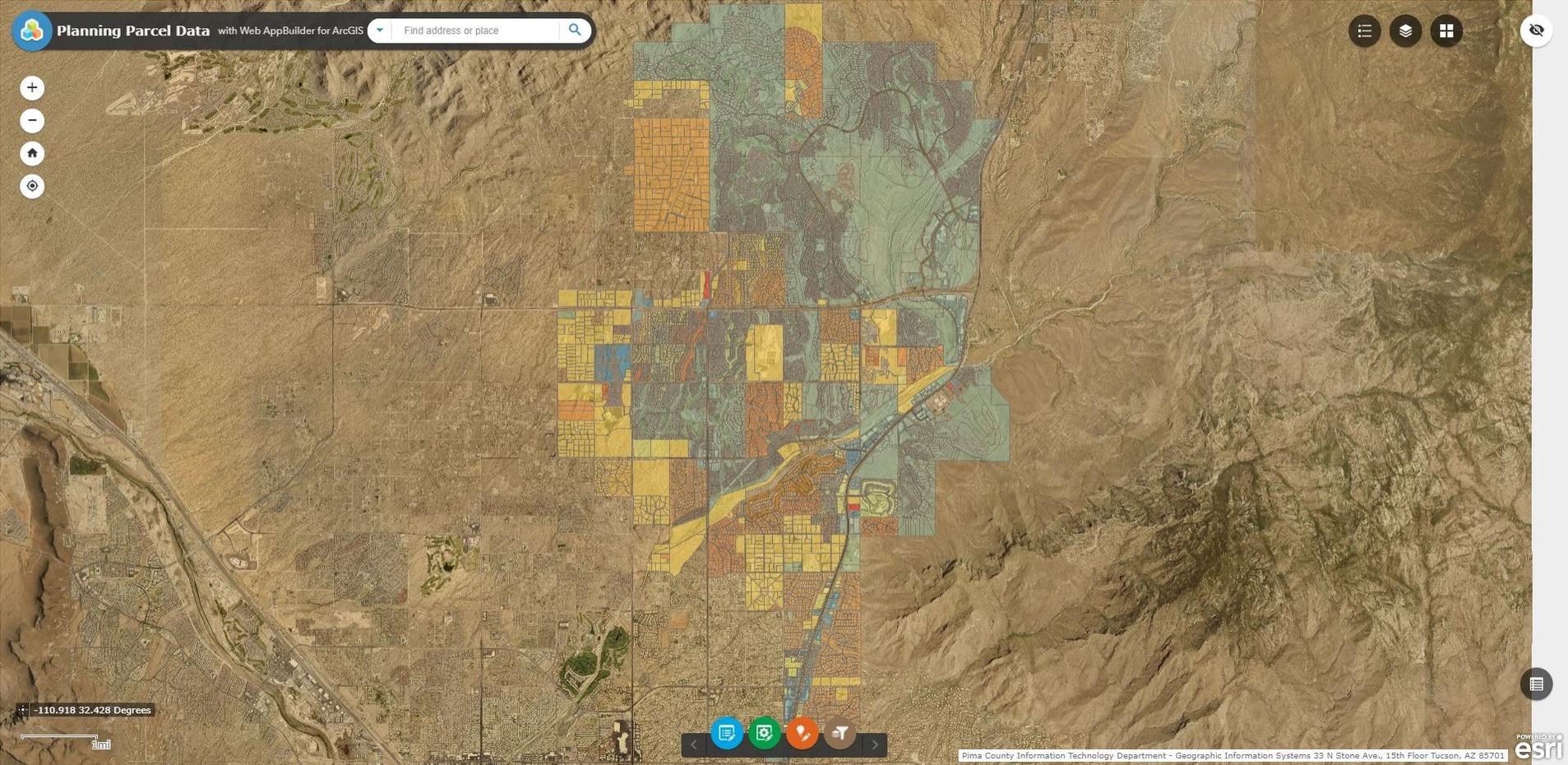


Planning Parcel Editor



USERS GUIDE

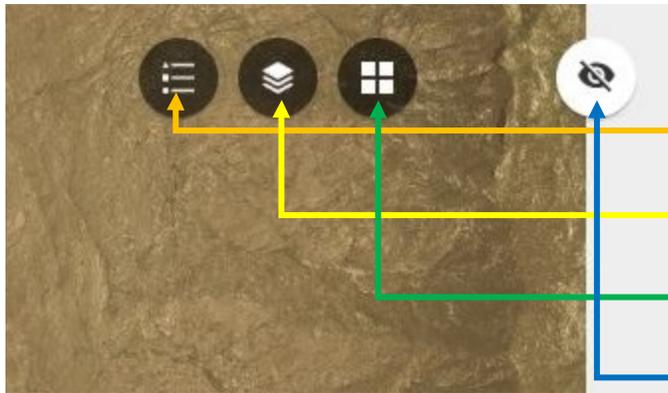
Upper Left Hand Corner



General Tools and Functionality

- 1. Search Tool** - At the top you have the Search tool, which will allow you to search for features based on Address, which is available for all three selections. The ArcGIS World Geocoding Service is the ESRI native geocoding service, which will get you in the general area, but may not be 100% accurate due to Pima County's addressing. The Pima Co geocoding service is calibrated to the parcels and street addressing, so this will get in the right area, however from time to time may be out of calibration. If this is the case please notify GIS Services at 520-229-4755, or place Help Desk ticket explaining the discrepancy so that it can be verified and forwarded to Pima County. The last, Parcel Search will bring you to the Parcel by either Parcel Number or Address.
- 2. Zoom Controls** - The plus (+) and minus (-) will zoom you in out of the map.
- 3. Default Extent** - The house symbol will zoom back to the original map extent.
- 4. My Location** - This will show your current position if you enable your location.

Upper Right Hand Corner



General Tools and Functionality (continued)

5. **LEGEND** – Displays the map symbology
6. **LAYER LIST** - Allows the user the control (turn on or off) Layers in the map.
7. **BASEMAP GALLERY** - Allows the user the switch Basemaps.
8. **SHOW MAP OVERVIEW** - Allows the user to toggle the Map Overview on and off.

Lower Right Hand Corner

9. **Attribute Table** – This displays the Attribute Table at the bottom of the window.

PARCEL	TRS_OL	JURIS_OL	CUR_OV_ZONE	ZONE_EXPLN	PCZone	ADDRESS_OL	PARCEL_USE	ZIP	Parcel_Categor	ZoneBYSize	ZoneSizeCat	ORD	EFF_DATE	CITY_DS	DOC_Link	Horses_Allow	Livestock_Allow	Swine_Allow
21904009H	111313E	ORO VALLEY	R1-144	Single Family Residential .3 RAC	R1-144	9700	00000	14	9	> 145,200 sq ft	(O)06-19	11/3/2006	ORO VALLEY	http://dot.pima.gov/arcgis/rest/services/Planning/ParcelMap/MapServer/0/006-19&CITY=OV				
21904009I	111313E	ORO VALLEY	R1-144	Single Family Residential .3 RAC	R1-144	9700	00000	14	9	> 21,780 sq ft	(O)06-19	11/3/2006	ORO VALLEY	http://dot.pima.gov/arcgis/rest/services/Planning/ParcelMap/MapServer/0/006-19&CITY=OV				

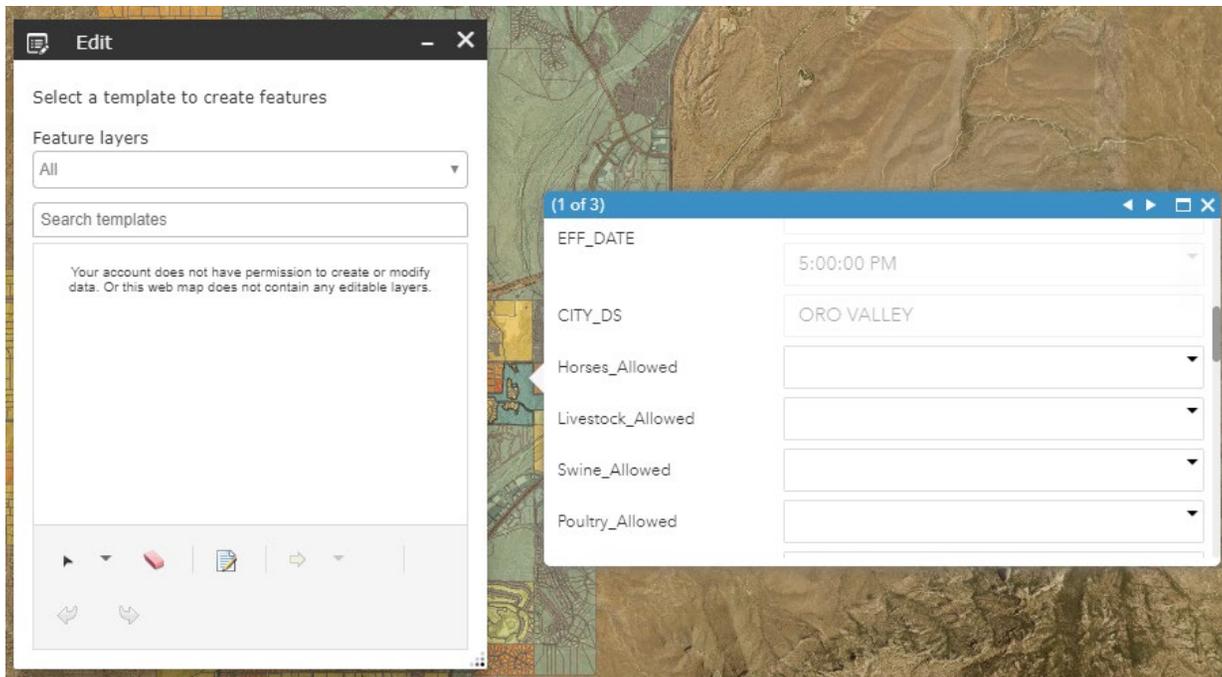
Bottom Center

Advanced Tools and Editing

1. **Editing**
 2. **Batch Attribute Editor (by area)**
 3. **Smart Editor**
 4. **Group Filter (current zoning)**
- 

Currently with this application, attributes are the only thing that can be edited, not geometry or adding of features.

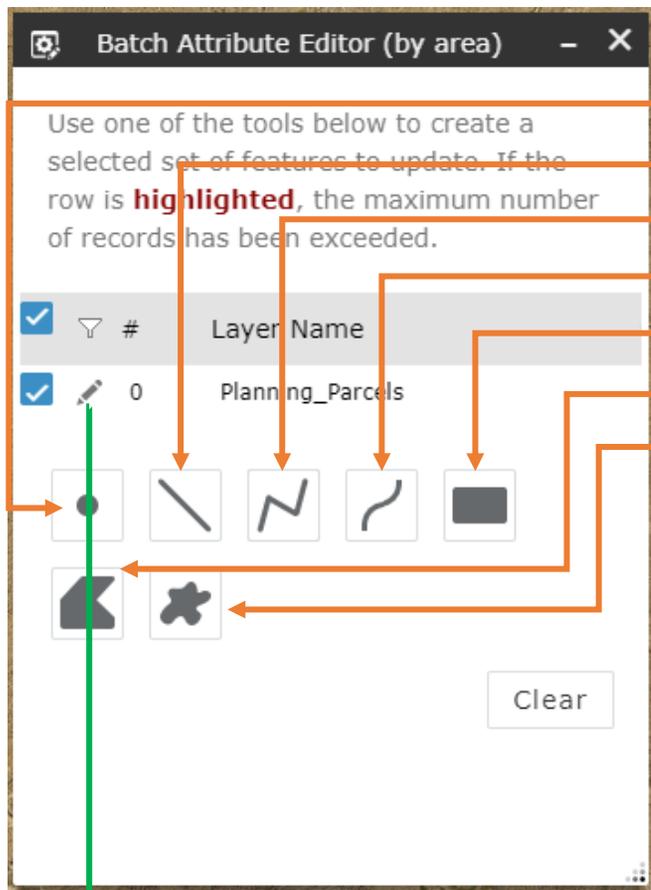
Editing Tool



When you select the editing button, and then select a feature to edit, the Edit dialog box comes up on the left, and then the attribute box. Those attributes that are editable will be black and those that are read only will be grey. Once you have finished your edits for that feature, select the Save button at the bottom to apply the edits, otherwise your edits will not be saved.

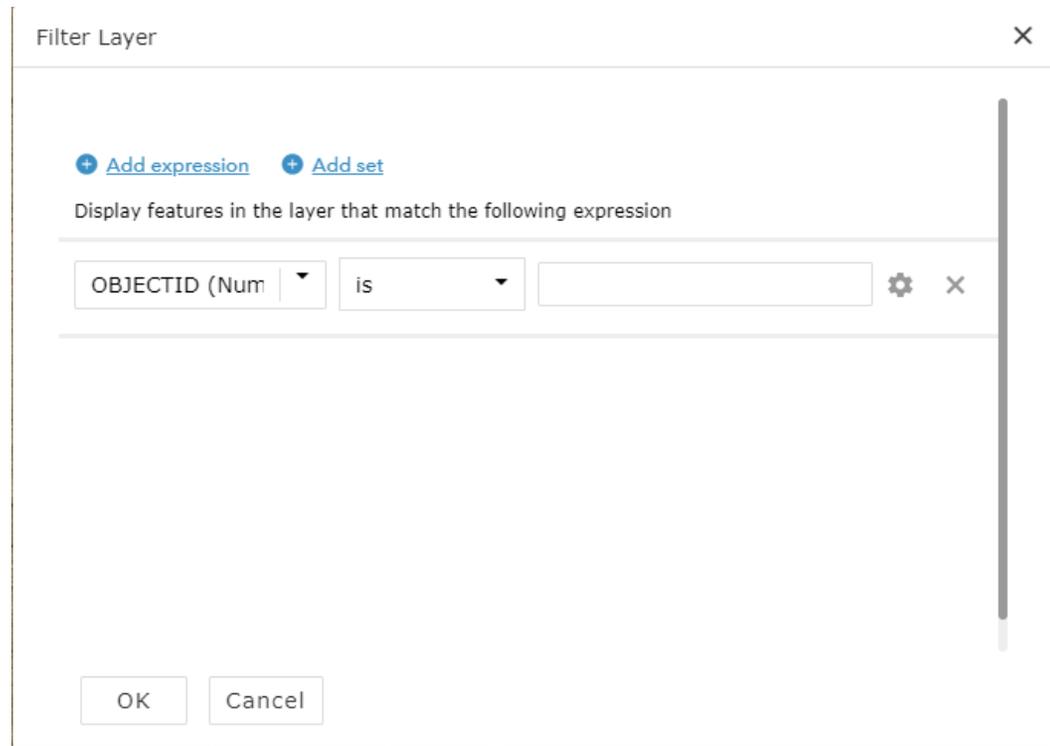
This tool will only apply edits one feature at a time, if more than one feature needs update with the same attributes, use the Batch Attribute Editor.

Batch Attribute Editor Tool



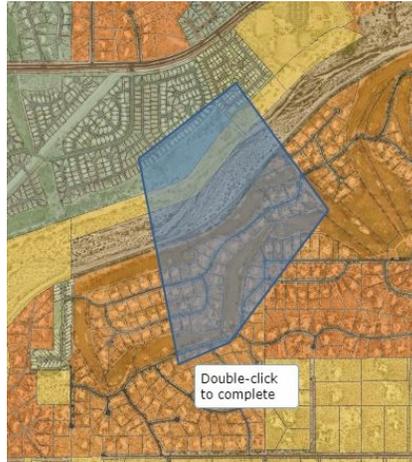
The Batch Editor tool allows you edit more than one feature at a time based on different selection capabilities.

- Select an area by Point
- Select an area by Line
- Select an area by Polyline
- Select an area by Freehand Polyline
- Select an area by Extent
- Select an area by Polygon
- Select an area by Freehand Polygon



The Pen symbol will allow you to create a filter to further reduce your selection of features.

When using the command, with your cursor over the map a box will pop-up and give you prompts as to what to do.



After the double-click to complete is executed the dialog box for the attribute editor comes up, and there you will edit/change the values to apply to all of the features.

Smart Editor Tool

Requires additional research to take advantage of functionality, however at this time its configured mostly like the editing tool except will select multiple features at once. See [documentation](#).

Current Oro Valley Zoning Filter tool

The screenshot shows the 'Current Oro Valley Zoning' filter tool. It has a title bar with a search icon, a close button, and a settings gear. Below the title bar, there is a section 'Select a Group to Filter' with a dropdown menu set to 'Current OV Zoning'. Underneath, it says 'Parcels according Current Oro Valley Zoning'. The main filter area contains a dropdown menu set to 'EQUALS' and another dropdown menu set to '- empty -'. At the bottom, there are three buttons: 'Add Criteria', 'Apply', and 'Reset'.

This tool filters out all parcels except whatever meets your criteria.

You can choose from many operators for the filter:

- EQUALS
- NOT EQUAL
- GREATER THAN
- GREATER THAN OR EQUAL
- LESS THAN
- LESS THAN OR EQUAL
- BEGINS WITH
- ENDS WITH
- CONTAINS
- DOES NOT CONTAIN
- IS ON OR BEFORE
- IS ON OR AFTER

Additionally, each zone is selectable in the drop down.

If you would like to filter by more than one value or add exclusions, then use the Add Criteria button.

The screenshot shows the 'Current Oro Valley Zoning' filter tool with multiple criteria. The title bar is the same. The 'Select a Group to Filter' section is also the same. The main filter area shows a dropdown menu set to 'EQUALS' and a dropdown menu set to 'PAD'. Below this, there is a dropdown menu set to 'OR' with a dropdown menu set to 'AND' open, showing 'OR' and 'AND' options. Below that, there is a dropdown menu set to 'R1-72'. At the bottom, there are three buttons: 'Add Criteria', 'Apply', and 'Reset'.

Remember:

When using "OR" the filter will keep any value that meets either expression.

When using "AND", both expressions have to be true in order for the feature to be included/excluded.