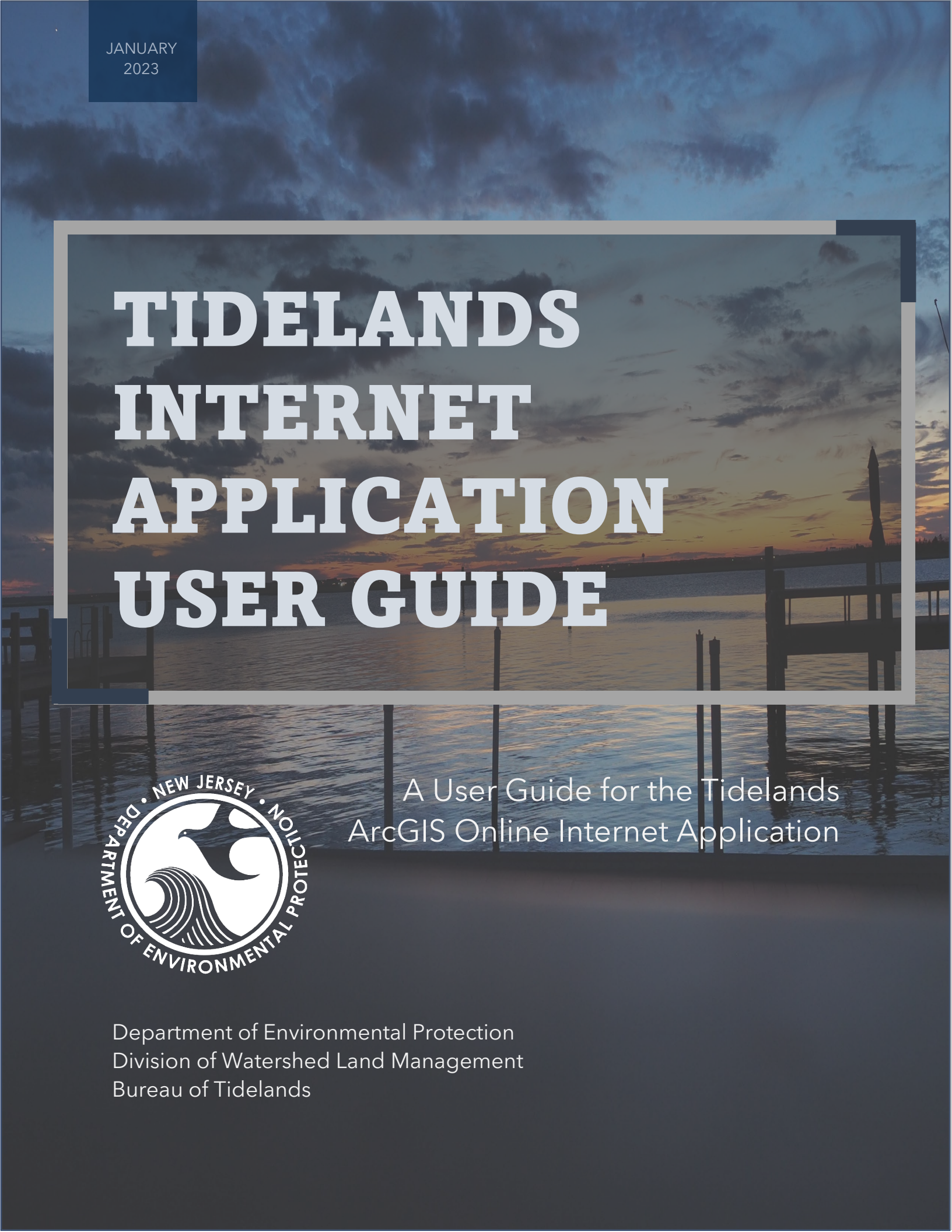
JANUARY
2023

TIDELANDS INTERNET APPLICATION USER GUIDE



A User Guide for the Tidelands
ArcGIS Online Internet Application

Department of Environmental Protection
Division of Watershed Land Management
Bureau of Tidelands

Table of Contents

Introduction & General Information 2
Purpose 2
Launching the Application 2
Home Screen 2
Navigation 3
Zoom in/Zoom out 3
Default Extent 3
My Location 3
Full Screen 3
Previous/Next Extent 3
Address Search 4
Accessing/Viewing Layers, Transparency, Visibility 4
Accessing Layers 4
Turning layers on/off 5
Layer Visibility 6
Changing visibility range, transparency, and order 7
View details of GIS feature 8
Attribute Table 9
Tools 10
Upper Tool Bar 10
Add Data 10
Data Search Tool 16
Parcel Search 21
Swipe Tool 23
Draw Tool 25
XY Coordinate Search 26
Coordinate Conversion Tool 27
Measurement Tool 28
Bookmark Tool 30
Screening Tool 31

Screening Tool Report 34
Print Tool 37
On-Screen Tool Bar 39
Data Filters 40
Legend 42
Basemap Gallery 43
Share Tool 44
About / Info 48
Links 49

Introduction & General Information

Purpose

This application is available for all public users. It is accessible on the ArcGIS Online mapping platform, hosted by Esri. While useful, an ArcGIS Online log-in is not required to view the website. The application is designed to make Tidelands information available to the general public, and to improve workflow for anyone who works with Tidelands data.

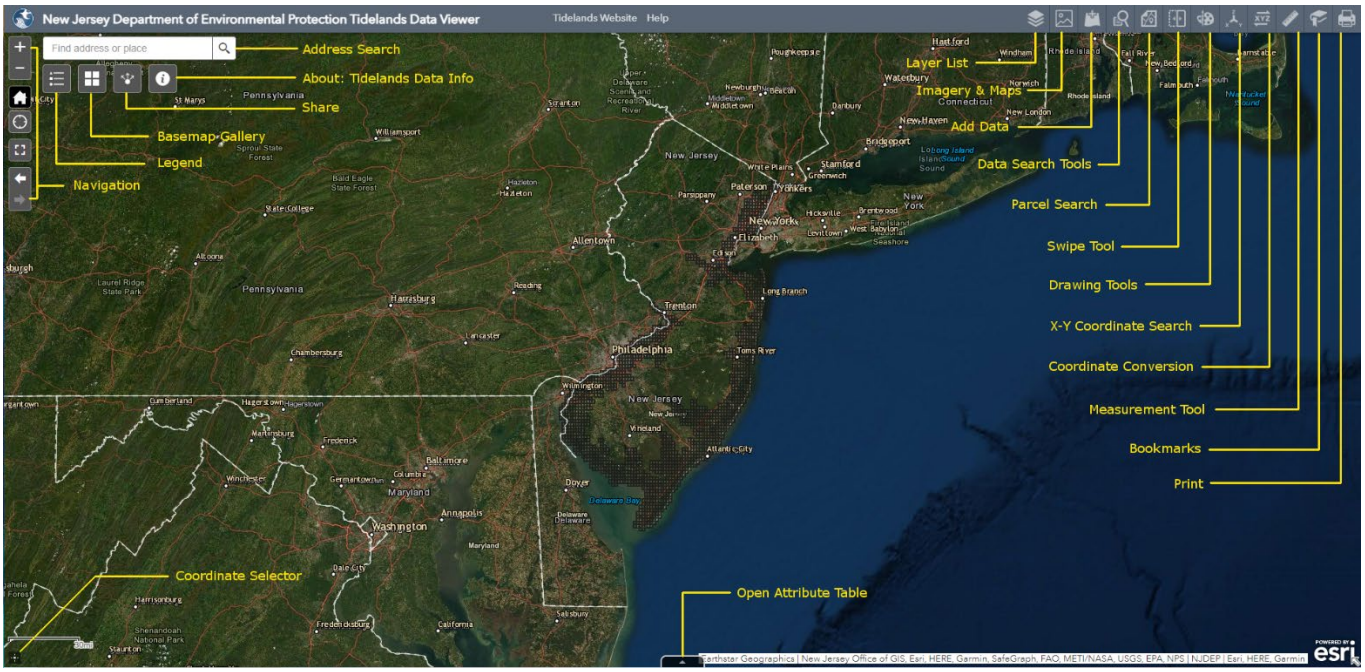
Launching the Application

The Tidelands Data Viewer can be launched from any internet web browser. Click here or save the following link for access:

https://njdep.maps.arcgis.com/apps/webappviewer/index.html?id=f1f141f165cf4cdbaba54127aece9294

Home Screen

(Note: This display may change with the addition of new tools. Check the Contents for further information.)



Navigation

The following tools are available to help you navigate the map:

Zoom in/Zoom out

Use the *plus* or *minus* button located on the top left of the application to *zoom in/out* of the map. A mouse scroll wheel can also be used to zoom.

Default Extent

This button is located under the *zoom in/*out button. It will return the view to the full extent of New Jersey.

My Location

This button is located under the *default extent* button. If your device is location enabled, this will bring you to the physical location of your device.

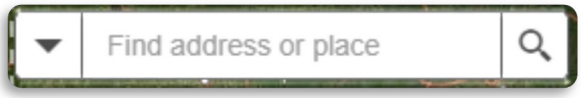
Full Screen

This button is located under the *default extent* button. It will expand the current view to the full extent of the monitor or device screen. Clicking it again will revert the view back to the previous browser size.

Previous/Next Extent

This button is located under the *my location* button. This enables the user to view the previous extent (or scale) of the map. You may find this useful to go to previous or next extents when panning though your area of interest.

Address Search



The address search bar is located near the top left of the application. Type in a full address and the results will start to auto-populate with possible matches. Click on the address or the magnifying glass to bring the extent of the map to the location.

Address Search Window

When selecting the address, the map will zoom to the location by placing a point where the address was mapped.

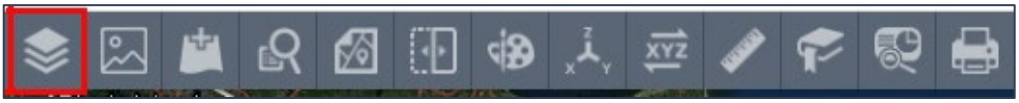
Accessing/Viewing Layers, Transparency, Visibility

The following examples show where to find layers, how to turn on/off layers in different groups and how to adjust transparency:

Accessing Layers

The primary Tidelands and reference layers can be accessed with the first button (or widget) at the left side of the upper-right menu bar in the application.

Primary GIS Layers



The base layers consist of administrative boundaries such as county & municipal boundaries, state parcels & block/lot labels, stream & waterbody features, as well as each of the various layers that record the Tidelands activity locations.

At the end of this guide, more detail will be given regarding the specifics of the Tidelands GIS data layers.

Imagery List Location

The imagery list is the second button in the menu. It contains aerial imagery from the 1920s to present, and NJ Color Historical Maps. New imagery layers will be added as they are documented over time.

Turning layers on/off

You can turn layers on and off individually or by groups.

Option 1 | Select a group of layers from the drop-down list (i.e. Layer List). To expand or collapse the list of layers click the double arrow outlined in yellow in the figure below.

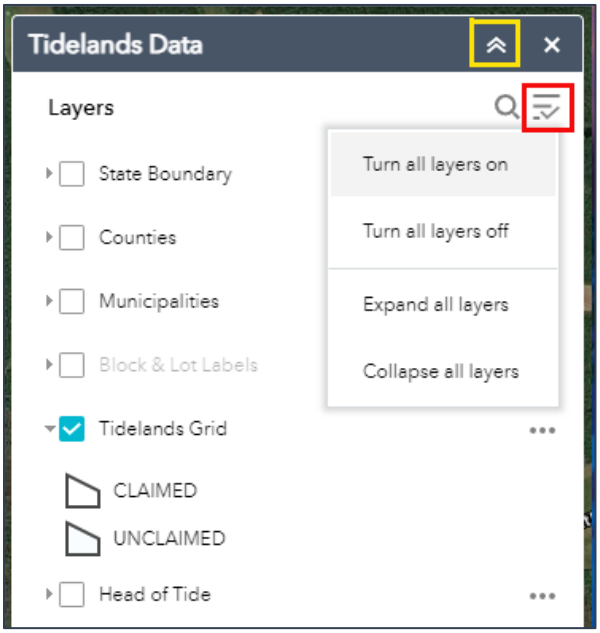
Option 2 | You can also close the layer list by clicking on the *X* symbol. To turn individual layers on/off check the box to the left of the layer.

Option 3 | To see the symbology of the layer, click on the little gray arrow to the left of the layer. The layer will be on if the box is checked (see *Tidelands Grid* in the example below).

Option 4 | To expand all layers in the group on/off click on the symbol outlined in red (a list with a check) and select *Turn all layers on* or *Turn all layers off*. To expand or collapse all layers (to see the legend/symbology), click *Expand all layers* or *Collapse all layers*.

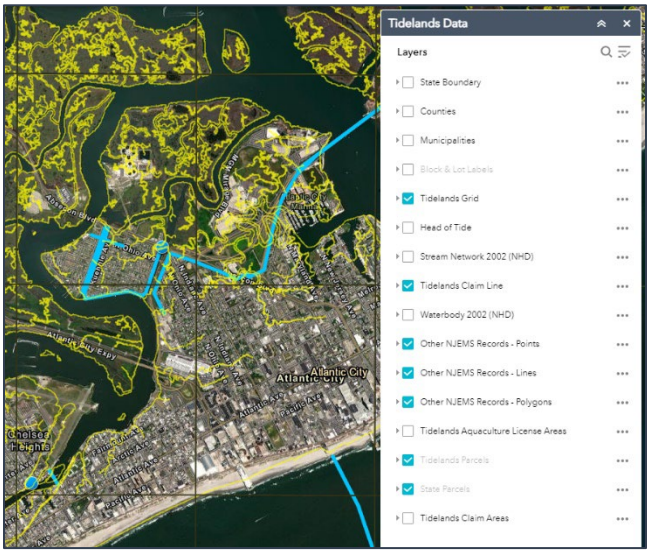
Layer Visibility

Layer Visibility Options

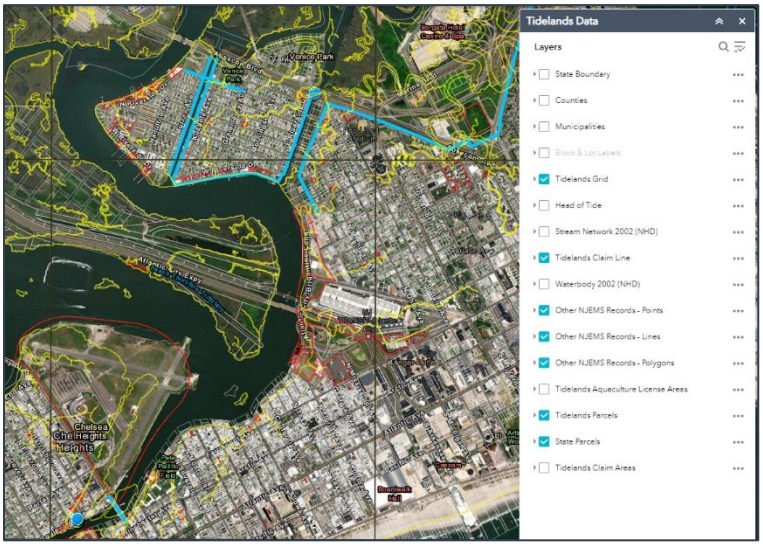


The layers that are checked on are visible in the map view frame. The Tidelands Grid, Tidelands Claim Line, Tidelands Parcels and other activity layers, and State Parcels are visible when the user first opens the application. Layer names that appear gray indicate that they are not visible at the current map scale. For example, the parcel layers will appear gray until the user zooms in close enough to a site for the parcel layer to become available. This is to help the application run faster, as displaying layers with numerous records at a state level will slow down the application.

Default Layers



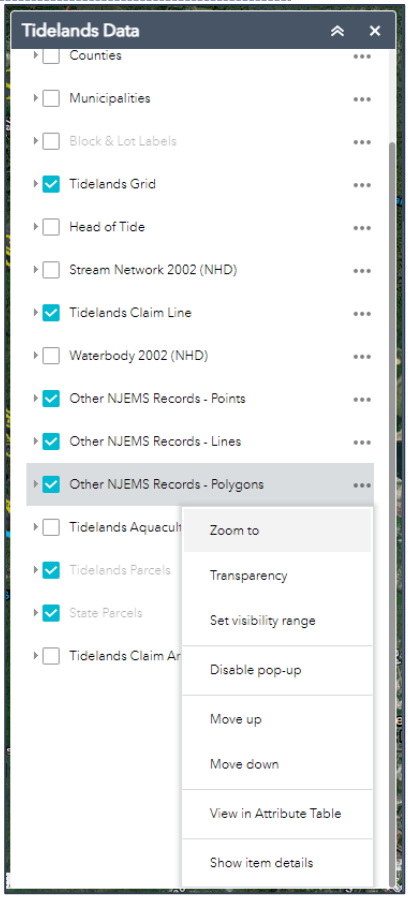
Tidelands and State Parcels layers available at a larger scale after zooming in



Changing visibility range, transparency, and order

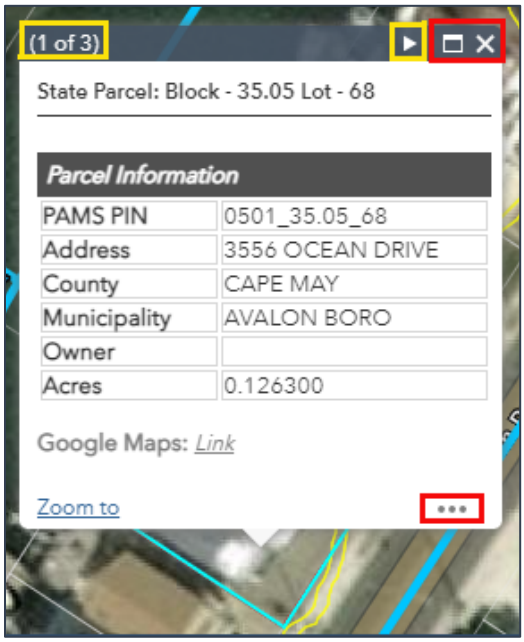
You have the ability to temporarily change the transparency, visibility range, labels, and order while working in the application. To change the transparency, click on the three dots to the right of the layer of interest and select transparency. A menu will appear in which you can slide the bar to the level of transparency desired. Other features include:

- Setting the visibility range
  - If a layer needs to be viewed at a different scale, the visibility range can be changed.
- Disable pop-up
  - If you would like to temporarily hide the pop-up associated to the GIS layer, the user can disable it.
- Moving the layer up or down
  - Controls whether a layer will be displayed on top or on bottom of other layers.
- View the attribute table
  - To see a detailed view of the information associated to the GIS layer. However, it is recommended to use the pop-up to view the details of the feature of interest.
- Show item details (Description)
  - View metadata associated with the GIS layer.



View details of GIS feature

Pop up Window



Most of the GIS information can be viewed through a Pop-Up window. It is possible that a pop was disabled if there was no pertinent information in the GIS layer.

To view the pop-up simply click on the layer in an area of interest. The information will show up in the pop-up window. There may be links to other sites that can provide more information.

To maximize the pop-up, click on the top right of the pop-up as outlined in red at the upper right. To close the pop-up click on the *X*.

Zoom to | Zoom to extent of the feature (bottom left)

More options are available by clicking on the three dots located on the bottom right as outlined in red at left. Options include:

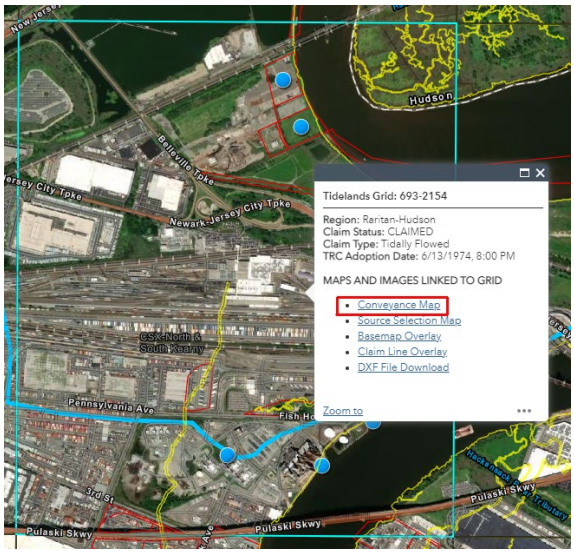
Pan to | Moving the map to the center of the GIS Feature.
Add a Marker |A marker will be placed that shows lat/long
View attribute table | (See details below)

Often when clicking a feature multiple stacked items will be selected along with their associated popups. In the example above, you can see in the upper left (outlined in yellow) an indicator shows that the current popup is 1 of 3 selected. To cycle through each, click the arrow button outlined in yellow at the upper right.

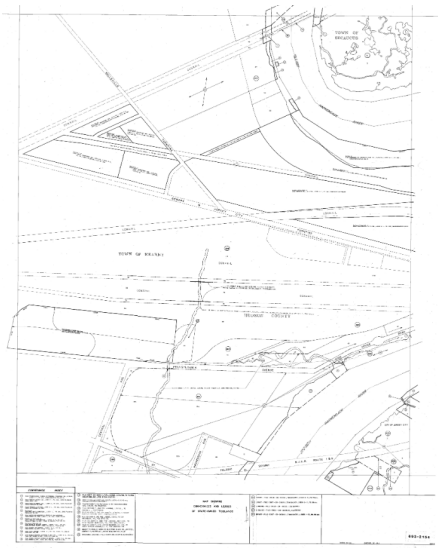
Pop-Up Window maximized

Pop-ups may also include links to additional information. The popup for the Tidelands Grid layer shown below includes links to Tidelands Conveyance and Source Selection maps, Basemap and Claim Line overlays, and "Sandwich" combined imagery, which will open in a separate browser tab. At the end is a download for a DXF CAD drawing of the grid claim line.

Tidelands Grid Pop-up Window



Linked Conveyance Map

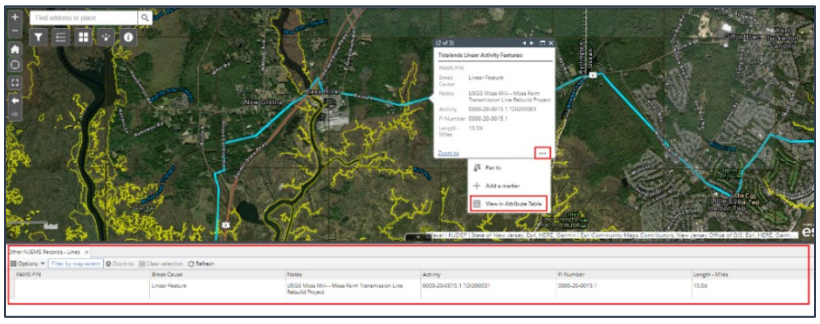


Attribute Table

Most pertinent information can be viewed from the pop-up window. If there is interest in viewing the full details of the GIS feature of interest, this information can be viewed from the attribute table display. There are a couple ways to access the display:

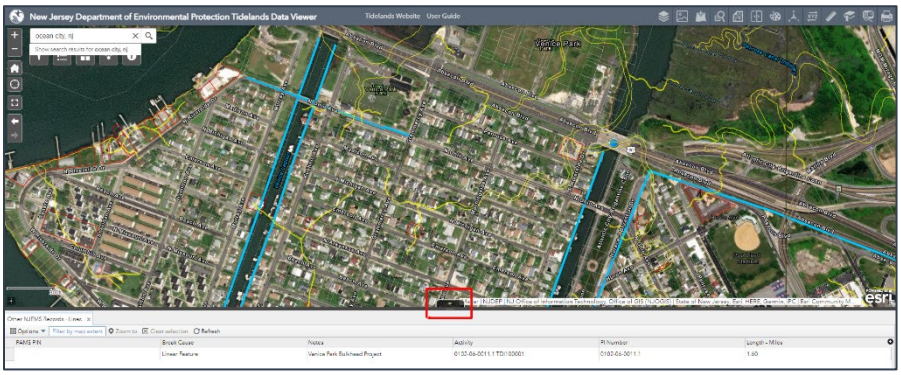
Option 1 | Through the pop-up window, click on the three dots located on the bottom right-hand side of the window and select *view in attribute table*. This will bring up the attribute table with the selection on the map.

View Attribute Table from Pop-Up



Option 2 | Access the attribute table by clicking on the arrow on the bottom of the application.

Attribute Table Button



Tools

Upper Tool Bar

In addition to the Layers and Imagery information, the Upper Tool bar features a variety of tools (called *widgets*) which are available to assist users in searching for data, map navigation, feature identification, and data sharing.

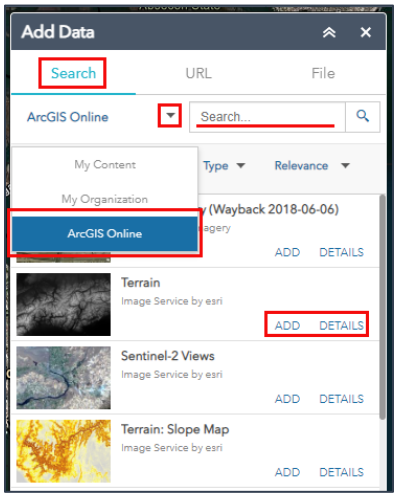
Add Data

The *Add Data tool* is the third button shown in the Upper Tool Bar.

Add Data Tool Location

The *Add Data Tool* can be used to add GIS layers to the map either from ArcGIS Online or from your own data, such as a shapefile. There are some limitations to bringing in your own dataset. There cannot be more than 1,000 features or items inside the shapefile. Additionally, the shapefile must be zipped. The data you may add in the application will be temporary and will not stay in the application when the application is closed and reopened.

Add ArcGIS Online Data



Adding Data| Step 1

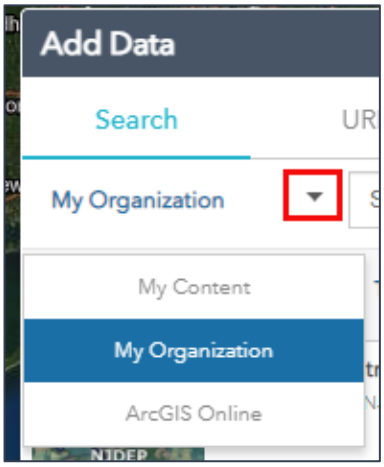
To activate the window, click on the dropdown button under the *Search* tab and select *ArcGIS Online* data.

Search by typing in the name or keyword in the search bar on the top right. You can sort the results by type or relevance.

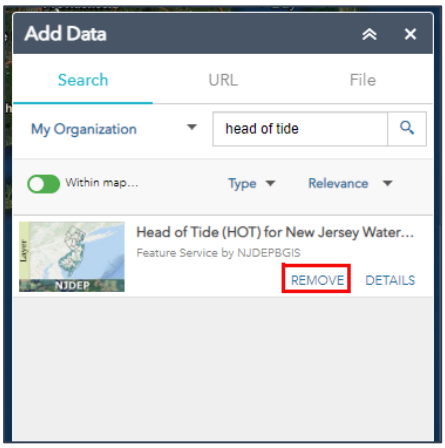
Click the 'ADD' button to bring it into the map or the 'DETAILS' button to view the metadata.

NJDEP has a wide range of other public data available that can be accessed and added to the application. This works in the same fashion as the ArcGIS Online data, but to access this, select the *My Organization* option from the Add Data dropdown.

Add DEP Data



Remove Data

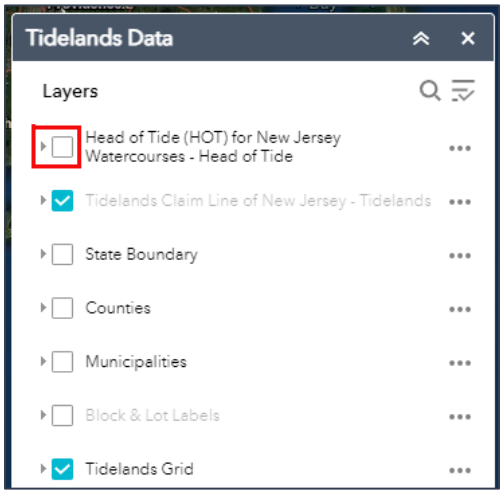


Adding Data| Step 2

Once you click 'ADD', the layer will be placed in the map. If you want to remove it, click on the 'REMOVE' button in the NJDEP Data Window next to the layer that you would like to remove (see figure on the left).

If you would like to turn it off (but not remove it) locate the data in the layer in the Layer List (see figure on the right).

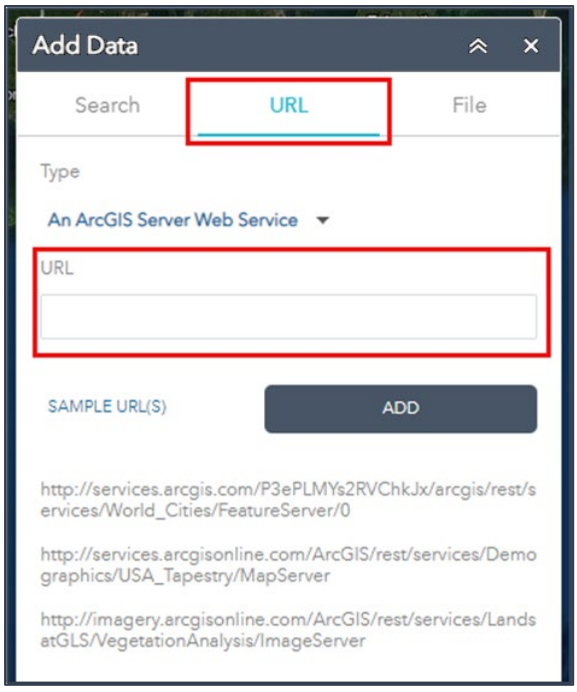
Layer Location



Add Data from a URL

Add URL Data

To activate the window, click on the *URL* tab. This will enable you to enter a URL web addres to add an associated service to your map. Some examples are shown at the bottom of the window.

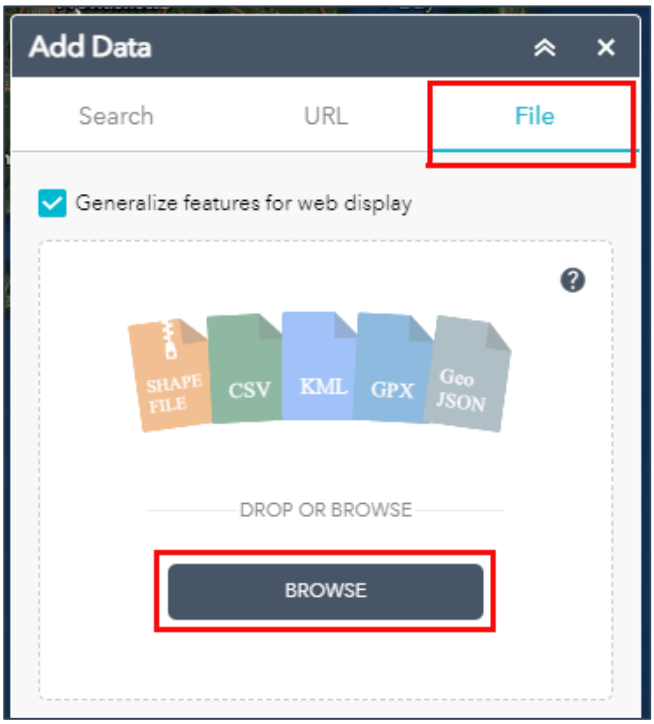


Add Data from a File

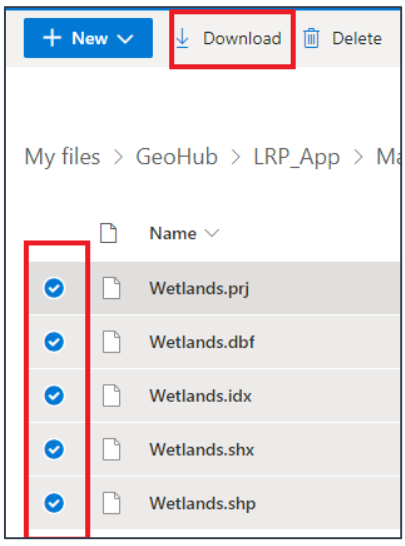
Add File Data|

To activate the window, click on the button shown at the right and then the *Browse* button to navigate to your own data within your files.

In order to add your own data, you will need to have under 1,000 features in either a shapefile, CSV, or KML file format. If requesting GIS data from an outside source, like a consultant, it is recommended to ask for the data in a shapefile format. The shapefile must be zipped prior to uploading.



One Drive Folder



Add File Data |Step 1

As an example here, you would ***Download*** the shapefile from One-Drive. A Shapefile consists of multiple files as shown on the left. Select all the files and click download. When downloading from One-Drive, the file will be automatically zipped, if importing your own file, remember to zip the files.

Note: A KML file (from Google Maps) or a CSV file does not have to be zipped. A CSV file must have a column with an address or latitude and longitude.

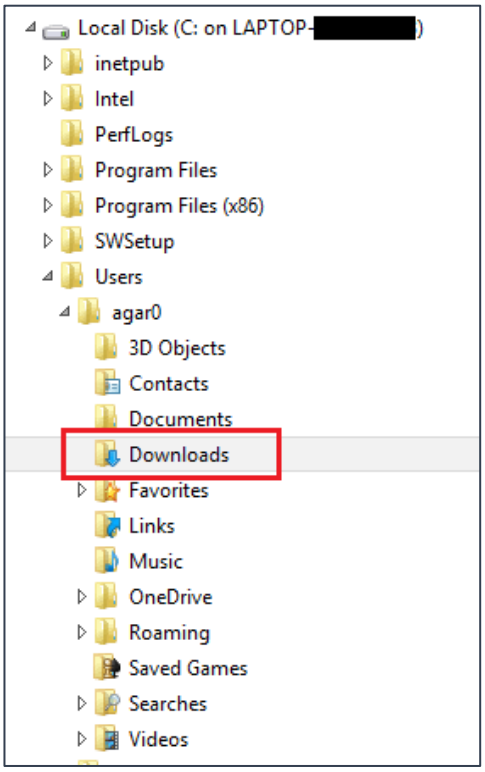
Add Data Tool Shapefile

Add File Data |Step 2

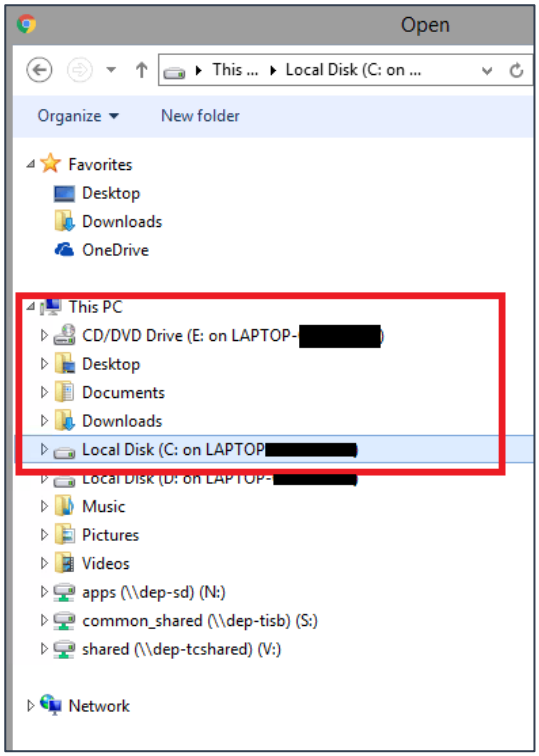
Open the *Add All Data* window and click on file. Click browse and choose the **zipped** shapefile you saved to your local PC or in your virtual machine. You can also drag the file into the window.

Tip| When you download a file from your One-Drive, it will save in the downloads folder. If you choose to rename the file or you would like to move it to another location on your machine, when you search from the menu options it will be located as shown below.

One-Drive Default Location



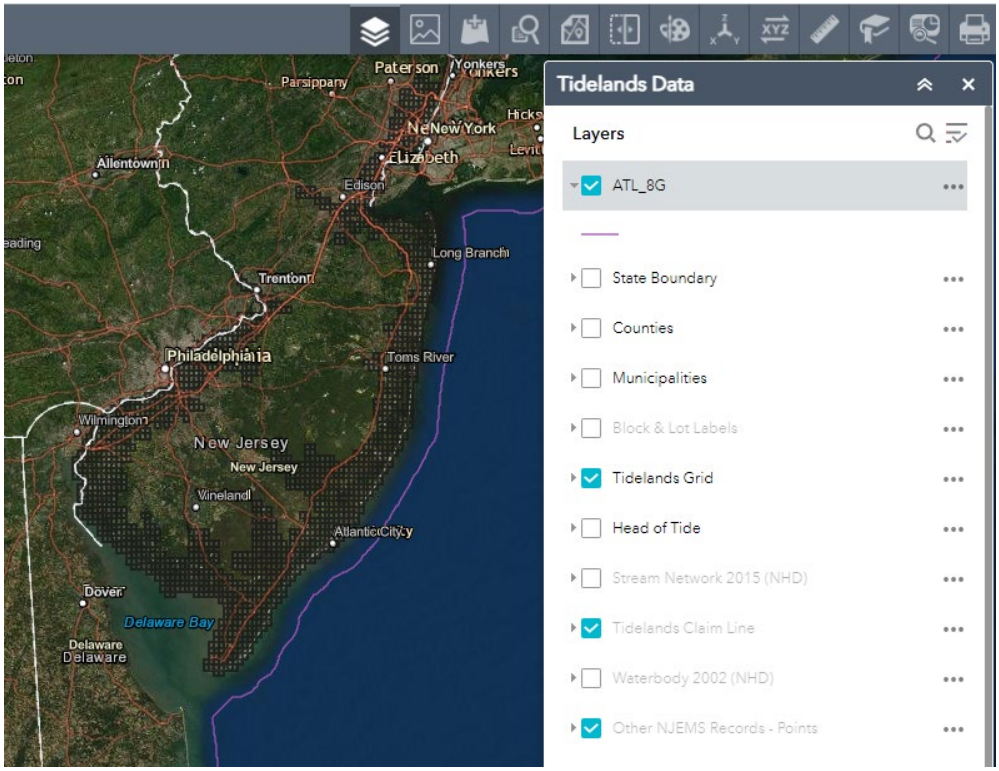
Access to Local Drive



Add File Data |Step 3

Once you add the data (if there were no issues with the shapefile, KML, or CSV) then the shapefile will automatically show up on the map. You can find it in *Tidelands Data* layer list. From this location, you can turn it on/off and click on the three dots to the right of the layer to change transparency or the order of the layer. Added layers will also be added to the top of other layer lists, such as the *Imagery* and *Swipe* tool.

Add Data Tool Results



You can close the *Add Data* window and the layer will remain in the map. You can turn the layer on/off in the grouped layer list by checking/unchecking the box next to the layer. Once the application has been refreshed, however, the layers will be removed from all locations.

Data Search Tool

The *Data Search tool* is the fourth button shown in the Upper Tool Bar.

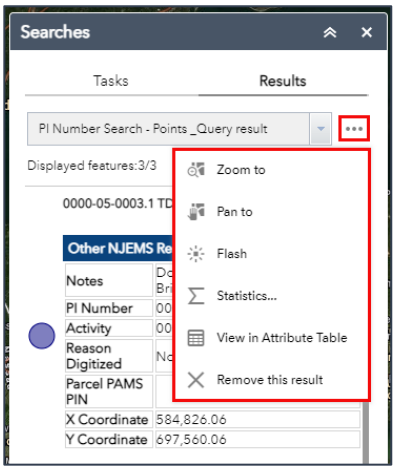
Search Tool Location

This tool is designed to search within an area of interest by the map data layer. The results are temporary and meant to bring the user to the area of interest. When the application is closed the results will not be saved. You can export the results to a CSV file if desired.

In general, every result window will have the following options:

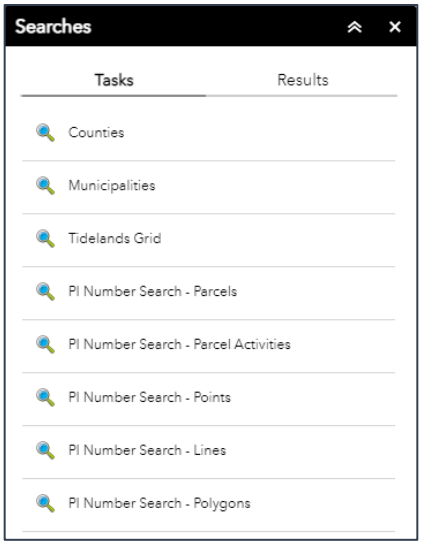
- Zoom to
  - This will zoom to the location of the result; you can also double-click on the result to bring the map to the location.
- Pan to
  - This will move the map in the current extent/scale to the location of the result.
- Flash
  - This will set a flash on the map where the result is located.
- Statistics
  - This will provide any statistical information such as count or sum for attributes associated to the result.
- View in Attribute Table
  - This will bring up the attribute table to the results within the query
- Remove this Result
  - This will remove the results from the window

Search Tool results

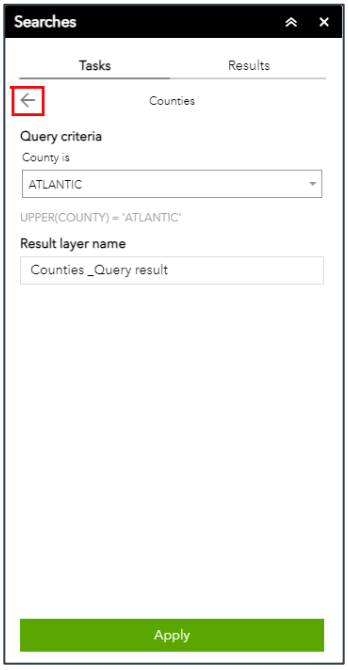


There are eight search options: NJ Counties and Municipalities; Tidelands Grid number; and PI Number searches on Parcels, Parcel Activities, Points, Lines and Polygons.

Search Tool Options



County Search Window

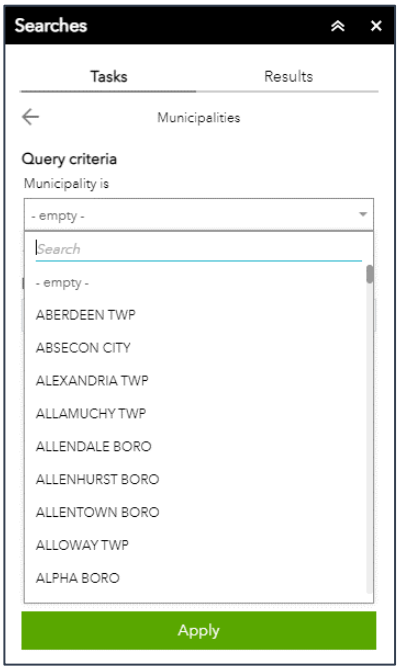


You can search for a county in two ways; either select the name by clicking on the dropdown box or type in the name and the *search tool* will auto-populate the possible matches.

Click **Apply** when done and review the results window.

Note:
Clicking the back-arrow button (inticated by the red box above) after clicking the *Tasks* tab will return you to the main search window to select a different map data layer.

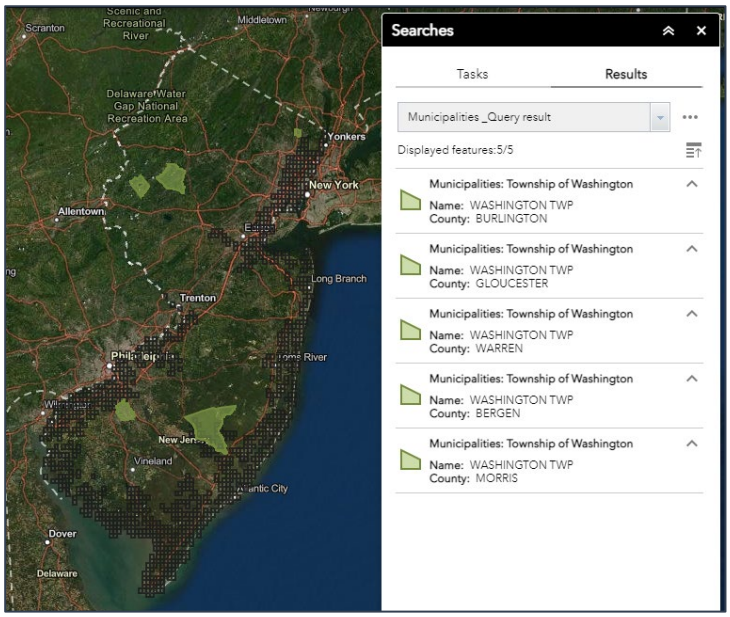
Municipal Search Window



Similarly, searching for a municipality will show an alphabetical dropdown of each one in the state.

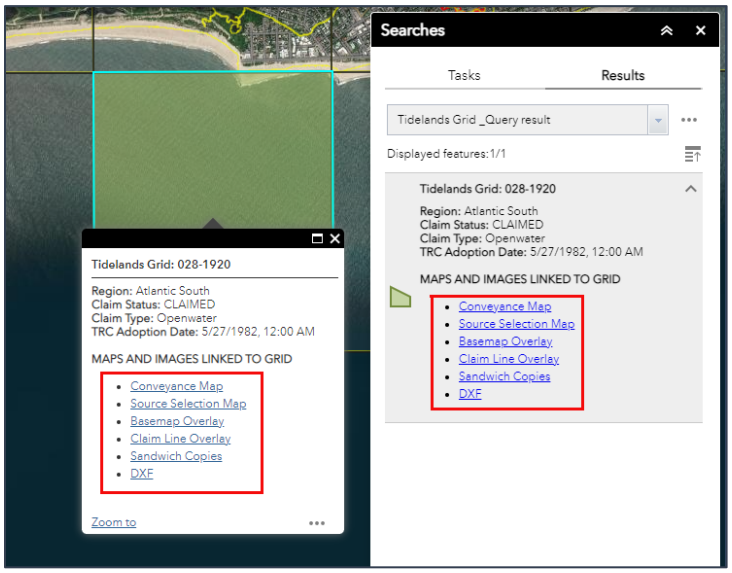
The selection will appear in the results window. Clicking on the result will zoom to that feature. If there are multiple municipalities with the same name, such as Washington Twp., all results will appear. Click on the result from the county desired.

Municipal Results Window



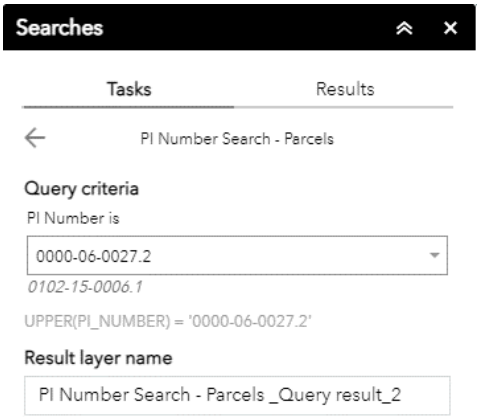
The Tidelands grid is seached by ID number in the same fashion as the previous searches. The image below shows the same information that appears in the popup box for the layer. The hyperlinks to additional data shown in the red box are also active within the search results window.

Tidelands Grid Results Window

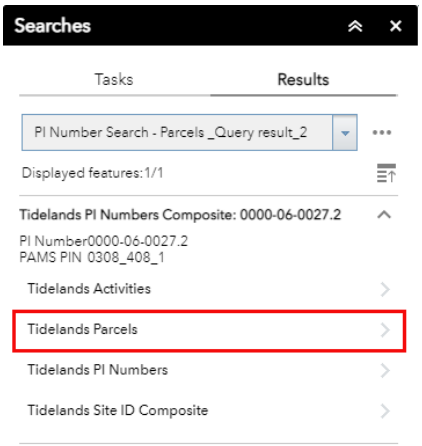


The next search query returns NJEMS PI Number information that is related to parcel data. Entering a PI Number returns related parcel and Tidelands Activity information.

Parcel PI Number Search Window

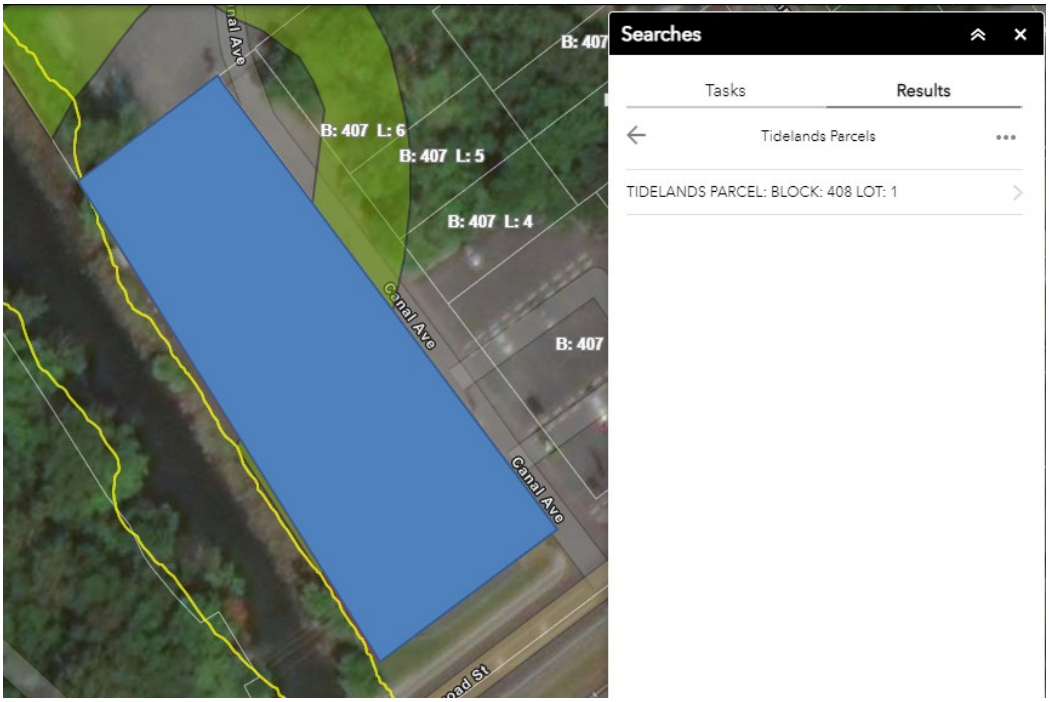


Parcel PI Number Results Window

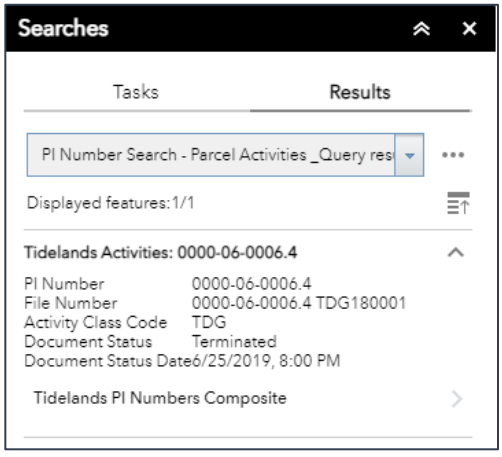


Clicking the Tidelands Parcels portion of the results will zoom the map to the parcel related to the activity.

Related Tidelands Parcel

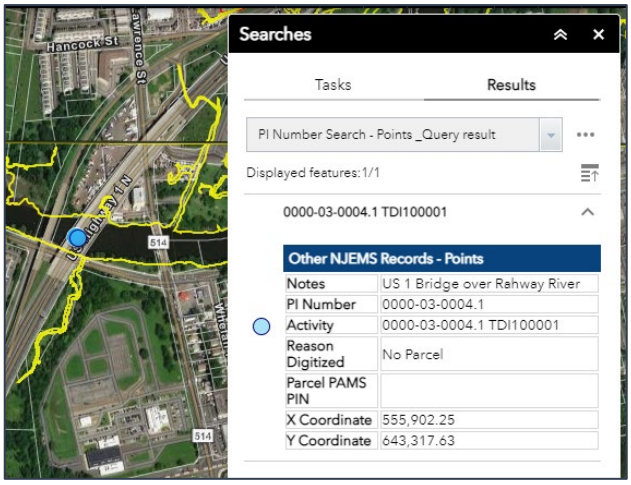


Parcel Activities Results Window



The following PI Number search returns only the Activity information found in the related table for the parcel.

Tidelands Point feature Results Window



The final three PI Number searches work in the same fashion, returning point, line, or polygon Tidelands Activity features found in NJEMS and their attribute information.

Parcel Search

The Parcel (Block & Lot) *Search tool* is the fifth button shown in the Upper Tool Bar.

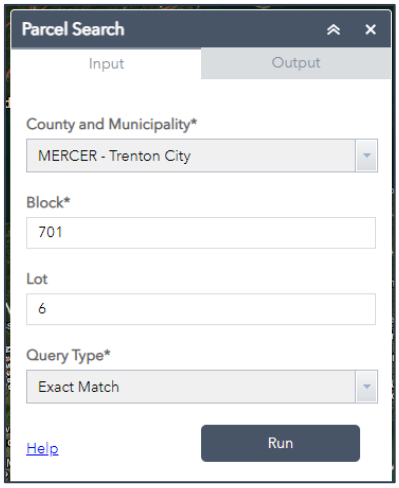
Parcel Search Tool Location

Parcel Search Winow

In the Parcel Search window, enter the County and Municipality, Block, and Lot. Under Query Type, choose "*Exact Match*" if a single lot is desired. This can be changed to "*Contains*" to search for an entire block, leaving the Lot option null.

Note that when using this option, all blocks or lots containing the search criteria will be selected. In the example below, all lots with the number "1" in a Block with "100" were selected.

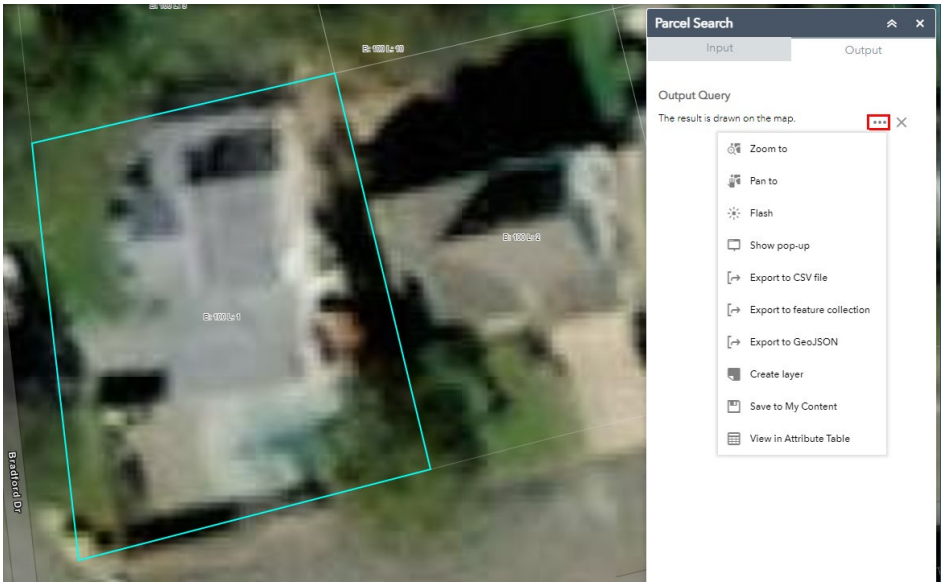
If there are no matches, the Output window will say "*Unable to complete operation*."



Parcel Search Winow Results

Additional functionality can be found by clicking the three-dots button in the Output tab window; This includes zoom to the feature(s), pan to, flash, show pop-up, view in attribute table, and export to CSV file. All results are are temporary, they will not be saved when closing the application.

Parcel Search Output

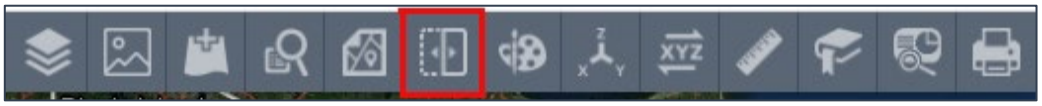


To start a new search, click clear results and go back to the parcel search window. To minimize the attribute table press on the button (pointing down) at the top center of the table.

Swipe Tool

The *Swipe tool* is the sixth button shown in the Upper Tool Bar. It enables you to compare different layers to one another.

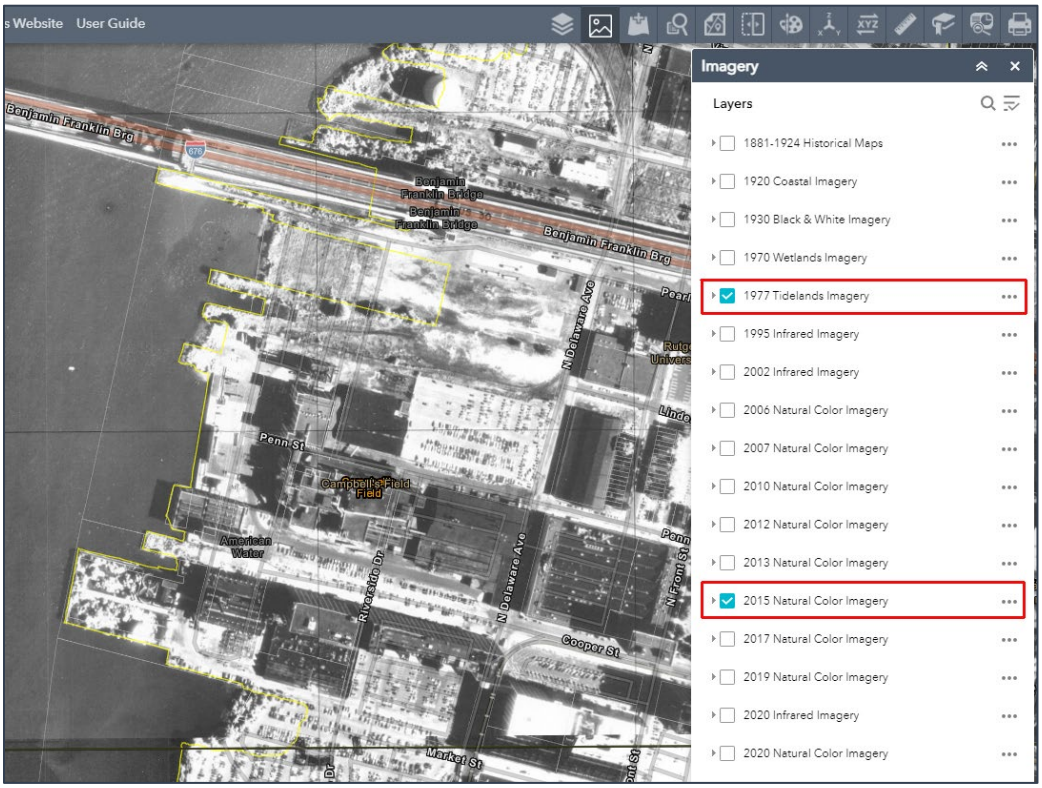
Swipe Tool Location



To activate the *swipe tool*, click on the button shown above and turn on the layers that you would like to compare. In this example, we are comparing the 2015 aerials to the 1977 imagery. To compare aerial imagery, make choices from the *Imagery* list button, selecting the two aerials you would like to compare.

Step 1 | Turn on the layers you would like to compare.

Imagery Selection

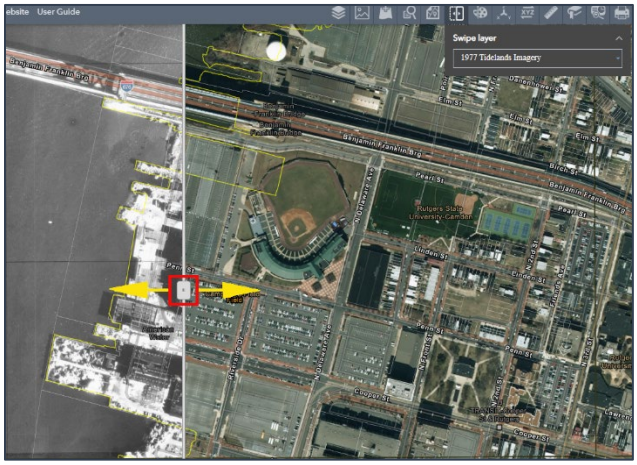


Step 2 | Open Swipe window & select the layer that you want to swipe away from the right-hand side. In this example, by selecting the *1977 Tidelands imagery* in the *Swipe Tool window*, the 2015 imagery will remain on right-hand side while the 1977 layer swipes across it with the tool.

Swipe Window

Swipe Window

Step 3 | Use the slider located in the middle of the application to compare the imagery. Drag the slider to the left or right.



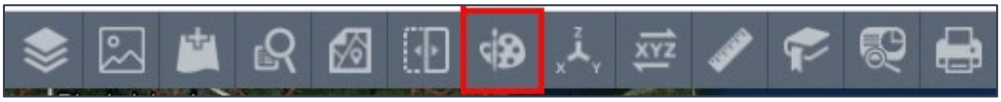
Step 4 | To change layers turn on/off other layers and repeat step 2.

To stop the *Swipe Tool*, click on the button on the Upper Tool Bar at the top to close it and return to the map.

Draw Tool

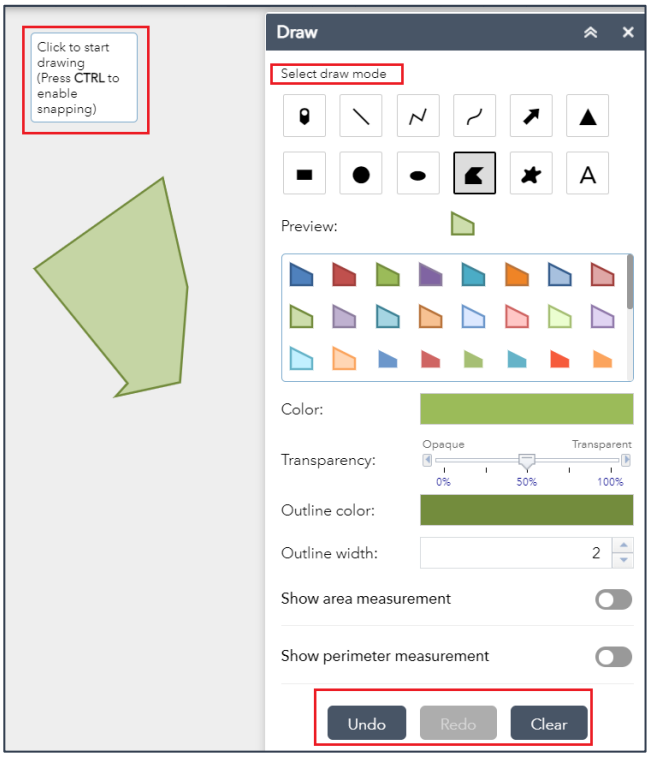
The *Draw tool* is the seventh button shown in the Upper Tool Bar. This allows users to temporarily mark up a map by drawing points, lines, polygons, and text.

Drawing Tool Location



After activating the Draw Tool, select the shape you want to draw, customize the color and transparency. Click on the map to start drawing. Double click to finish. Press CTRL to enable snapping to boundaries on the map. There are options to undo, redo, or clear on the bottom of the draw window. *Note: The color and line width must be changed before drawing on the map and cannot be revised once placed on the map.*

Draw Window



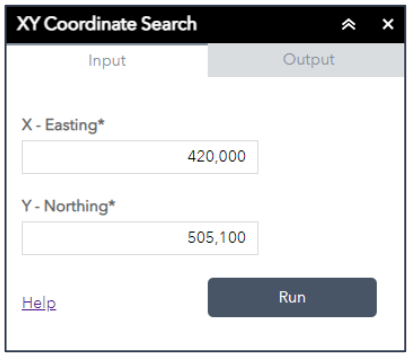
XY Coordinate Search

The *XY Coordinate Search* is the eighth button shown in the Upper Tool Bar. With known X and Y coordinates, a user can enter them into this tool to zoom to a specific point on a map.

XY Coordinate Search Location

Simply enter the X or Easting State Plane coordinates in the upper box, and the Y or Northing coordinates in the lower and press Run to return a blue dot in your map.

XY Coordinate Search Window



This can be used in conjunction with the *Coordinate Selector* in the extreme lower left side of the application if you need to find the same location in a different application.

Coordinate Selector Tool

With this, you can obtain map coordinates by clicking a point on the map which can then be entered into the XY Coordinate Search tool by either typing or copy/pasting the information inside, and running the tool.

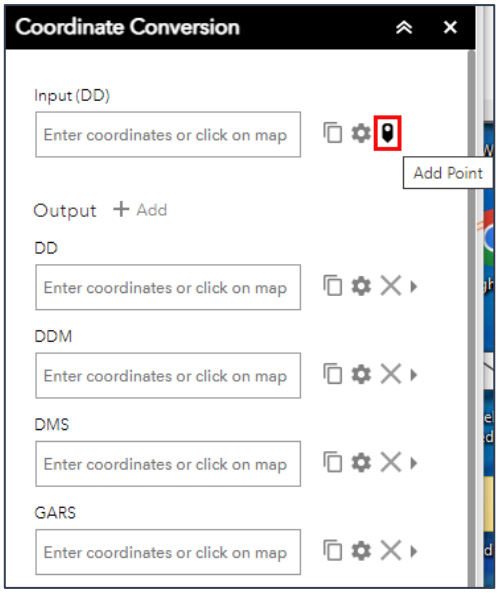
Coordinate Conversion Tool

The *Coordinate Conversion Tool* is the ninth button shown in the Upper Tool Bar. This tool converts input coordinates (primarily Decimal Degrees) into a variety of different systems, including UTM.

Coordinate Conversion Tool Location

Step 1 | The first step is to click the Add Point button on the Input (DD).

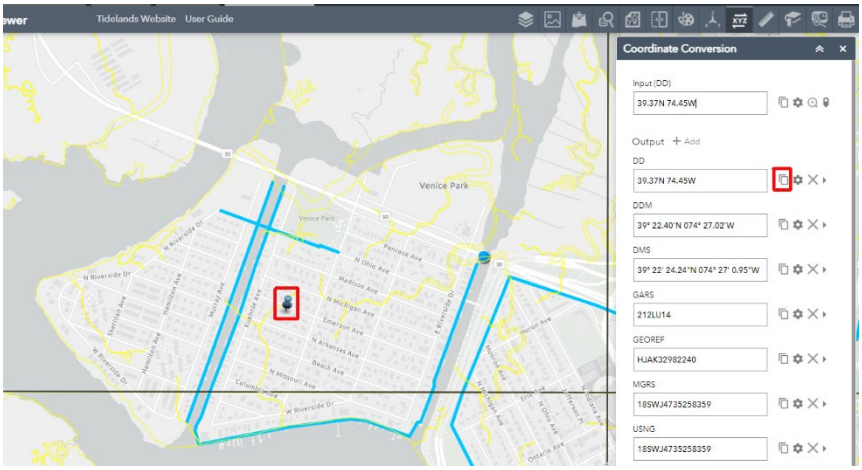
Coordinate Conversion Tool window



Step 2 | Pick a point on the map. The coordinates will be populated for the point in each of the windows of the tool.

Step 3 | Copy the input DD coordinates by clicking the *Copy to Clipboard* button next to the *DD Output*.

Coordinate Conversion Tool – Coordinate point selection and copying



Measurement Tool

The *Measurement Tool* is the tenth button shown in the Upper Tool Bar. It can be used to find the distance, area, or coordinate points of a feature on the map.

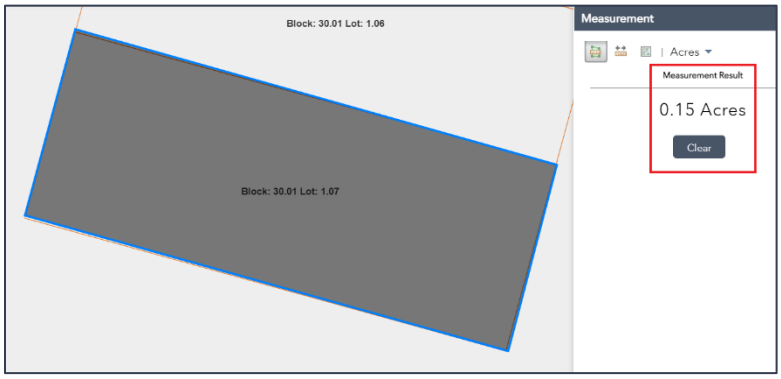
Measurement Tool Location

Step 1 | To measure the area of a feature on the map click on the area button and select the units on the right-hand side.

Measurement Tool – Acres

Step 2 | Select the area button and click on the map where you want to begin measuring. Continue drawing the polygon and double click on the at your last point. The results will display in the window. To start a new polygon, click on the *clear* button and the *area* button and start again.

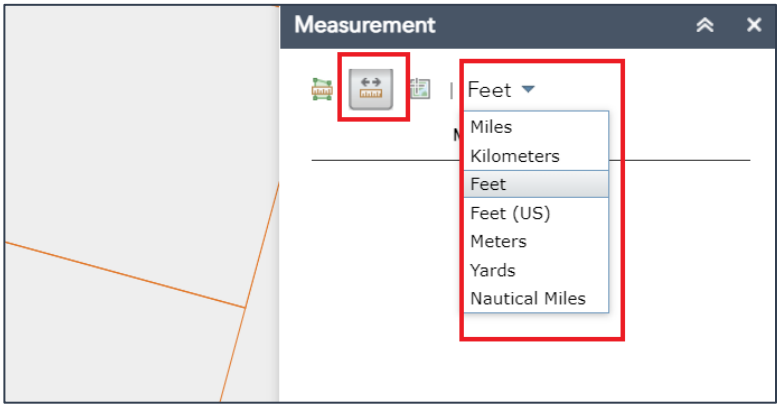
Measurement Tool Results



Measure Distance

Step 1 | To measure the distance of a feature on the map click on the *distance* button and select the units on the right-hand side.

Measurement Tool – Distance



Step 2 | Select the *distance* button and click on the map where you want to begin measuring. Continue drawing the line and double click on the at your last point. The results will display in the window. To start a new line, click on the *clear* button and the *distance* button and start again.

Measurement Tool Results

Get Location (XY Coordinates)

To obtain the XY coordinate on the map you can use the *measurement tool* or the *coordinate tool*.

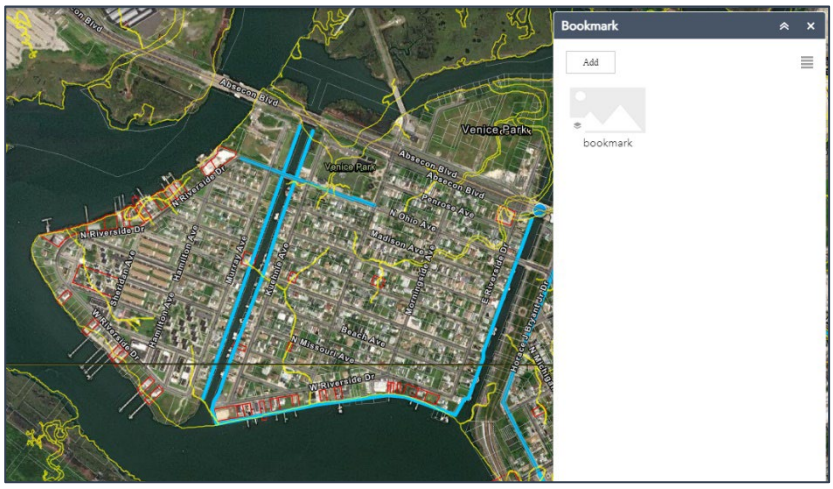
Bookmark Tool

The *Bookmark Tool* is the eleventh button shown in the Upper Tool Bar. It can be used to temporarily save locations for quick access. However, some limitations of the tool are that it is dependent on the web browser cache. Once the browser cache is cleared the bookmarks will not be saved.

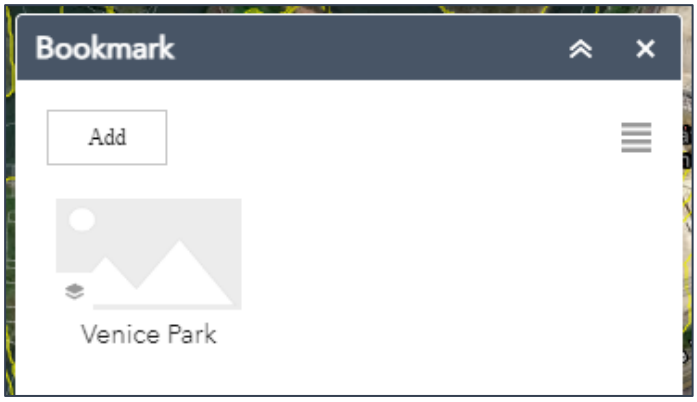
Bookmark Tool

Bookmark Tool Window

Step 1 | Zoom into the extent that you want to save for your area of interest. Open the tool in the main menu. Any previously saved bookmarks will be loaded in the first portion of the bookmark list.

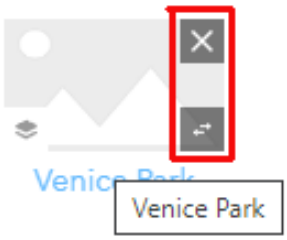


Bookmark Tool Window



Step 2 | Click the *Add* button to add the new bookmark to the list at the bottom section of the window. Type in a label such as a file number or location name into the box. This can also be edited by clicking the pencil symbol to the right of the label. When the bookmark window is opened again, it will be saved in the list, unless the browser cache has been cleared. This action will erase any saved bookmarks.

Step 3 | Click the bookmark in the tool list to zoom to your saved locations. By hovering your mouse over the icon, you can click the X at the right side to delete the bookmark, if desired. Click the button at the bottom right to apply a thumbnail image.



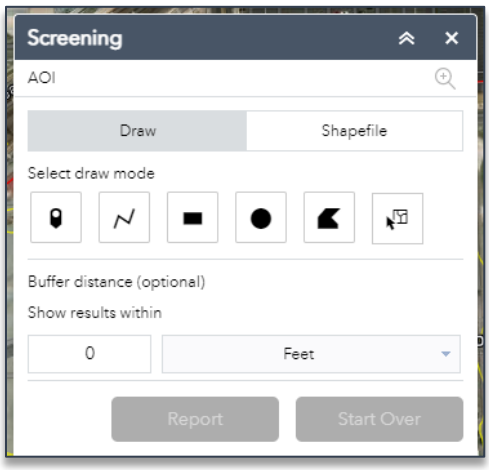
Screening Tool

The *Screening Tool* is the next-to-last button at the right side of the Upper Tool Bar. This is a tool that scans an area of interest (a point, polygon, or line) and generates a report that summarizes all GIS layers that were scanned and some details from the attribute table. The tool is usually used for small areas, such as a few parcels to optimize performance. It is meant to help obtain a quick overview of all Tidelands GIS information available at a given site, but not necessarily for a large-area municipal, county, or grid-wide level analysis, unless it is known that there are a relatively small number of features present.

Screening Tool Location

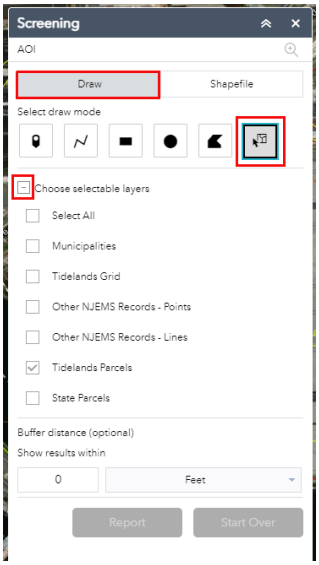
Step 1| To activate the window, click on the button shown above. To select a feature, you can draw a point, line, or a polygon. An uploaded zipped shapefile may also be used for screening purposes.

Screening Tool window



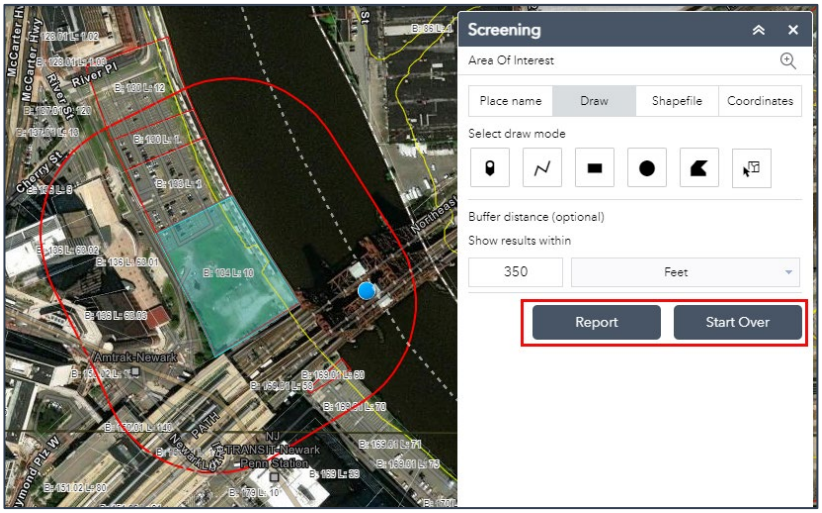
In the example below, under D*raw* mode, the *Select by rectangle* option was used. By clicking on the this button, a dropdown appears below where you may *Choose selectable layers* to choose the feature layer of your target, in this case, state parcels. Then, below this, and before selecting your feature, choose a *Buffer distance* and the units, as needed. Click the draw mode button and draw a rectangle inside the parcel on the map to select the parcel of interest. To clear the selection to re-select, click on the *Draw* tab again.

Screening Tool – Selecting or Drawing an Area of Interest

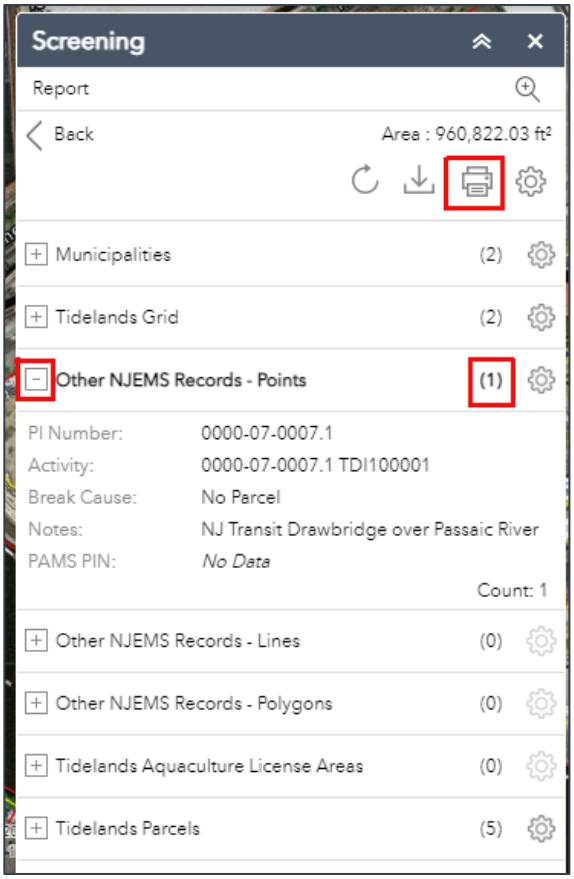


Screening Tool: Finalize the AOI & Click Report

Step 2| By dragging a box over the parcel, the tool will select the parcel that intersects the box. If you wish to change the selection, you can click the *Start Over* button to clear it and select again. You will see the parcel selected with the buffer you prescribed drawn around it. Click on *Report* when you are ready to search the Area of Interest (AOI).



Screening Tool: Finalize the AOI & Click Report

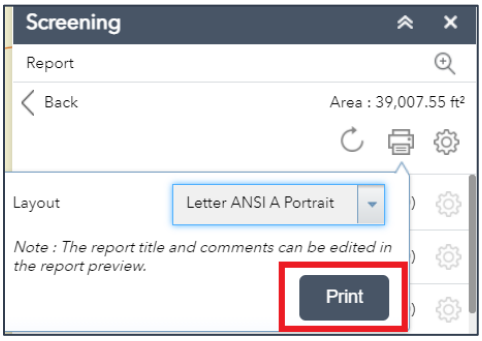


Step 3| The Report tool will then search all of the layers important to Tidelands. Depending upon the size of the area it can take a couple minutes. If so, wait for all pending searches to finish (a swirling circle in the count location). Additionally, the print button will change from light gray to dark gray when it is ready. You can click the + button at the left of each layer to see screening attribute details. If the layer has *(0)* this indicates there are no features within the AOI search area.

*Note: Sometimes when the system is working "too hard" a **wait or cancel** message will appear in the chrome browser. Click wait and give it a minute to let the tool run before restarting the application.*

Step 4| Click on the *Print* button when you are ready to receive a PDF summary report of the report. Select the layout of the PDF.

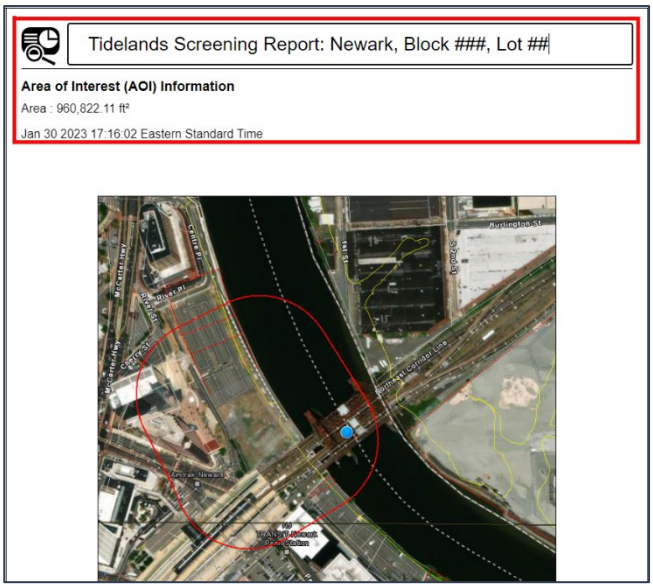
Screening Tool: Select layout and click print.



Screening Tool Report

Screening Tool Report

Customizing the Report| Once you click print, a new window will appear in a web browser tab with the results of the screening tool. The first portion of the report is customization. Each of the rows shown in the red box on the right can be customized to create a title or to write any notes or labels for your AOI such as name, location, file number etc.



Reading the Report| The first section of the report provides a summary of all the layers that were scanned in the screening tool. The count indicates how many GIS features intersected the area of interest (AOI). If there are zero that means there are no features in the AOI; if there are more than zero, that indicates there are GIS features within the AOI. Do not focus on the exact number since the GIS layer may be split into multiple polygons. The area or the length columns indicate the total area of the polygons that intersect the AOI. This is not the total area within the AOI, but rather the total area of the polygon.

Screening Tool Report: Summary Section

Summary

Name	Count	Area(ft²)	Length(ft)
Municipalities	2	960,822.03	N/A
Tidelands Grid	2	960,822.07	N/A
Other NJEMS Records - Points	1	N/A	N/A
Other NJEMS Records - Lines	0	N/A	0
Other NJEMS Records - Polygons	0	0	N/A
Tidelands Aquaculture License Areas	0	0	N/A
Tidelands Parcels	5	202,232.37	N/A

Reading the Report| The second section of the report provides the details of the attribute information from the GIS layers that did intersect the AOI. If there are multiple polygons with the same information, it may be repeated in the detail window.

The limitation for this tool is that specific information on related Activity records for the Tidelands Parcels will not show up in this report. It's strength is in getting a quick overview of important Tidelands information in any given area.

Screening Tool Report: Detail Section

Municipalities

#	Municipality	County	Area(ft²)
1	Town of Harrison	HUDSON	88,745.96
2	City of Newark	ESSEX	872,076.07

Tidelands Grid

#	Map Number	Tidelands Region	Claim Status	TRC Adoption Date	Area(ft²)
1	686-2136	Raritan-Hudson	CLAIMED	5/26/1982, 8:00 PM	44,965.42
2	693-2136	Raritan-Hudson	CLAIMED	5/26/1982, 8:00 PM	915,856.65

Other NJEMS Records - Points

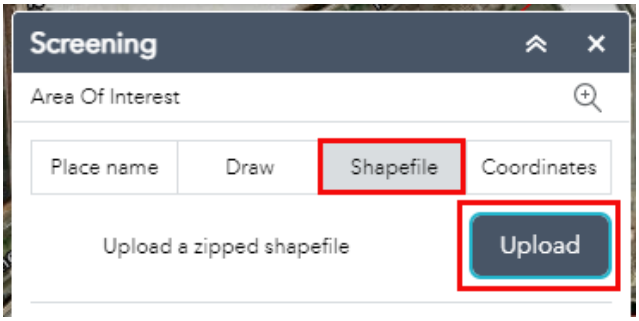
#	PI Number	Activity	Break Cause	Notes	PAMS PIN	Count
1	0000-07-0007.1	0000-07-0007.1 TDI100001	No Parcel	NJ Transit Drawbridge over Passaic River	*No Data*	1

Tidelands Parcels

#	PAMS PIN	Property Location	Municipal Name	Activity Information	Area(ft²)
1	0714_130_1	DOCKS	NEWARK CITY	0714-02-0005.3	25,081.24
2	0714_130_12	DOCKS	NEWARK CITY	0714-02-0005.3	14,720.07
3	0714_133_1	DOCKS	NEWARK CITY	0714-02-0005.3	51,324.76
4	0714_134_10	DOCKS	NEWARK CITY	0714-02-0005.3	107,471.32
5	0714_169.01_60	48 COMMERCIAL ST	NEWARK CITY	0714-02-0005.3	3,634.99

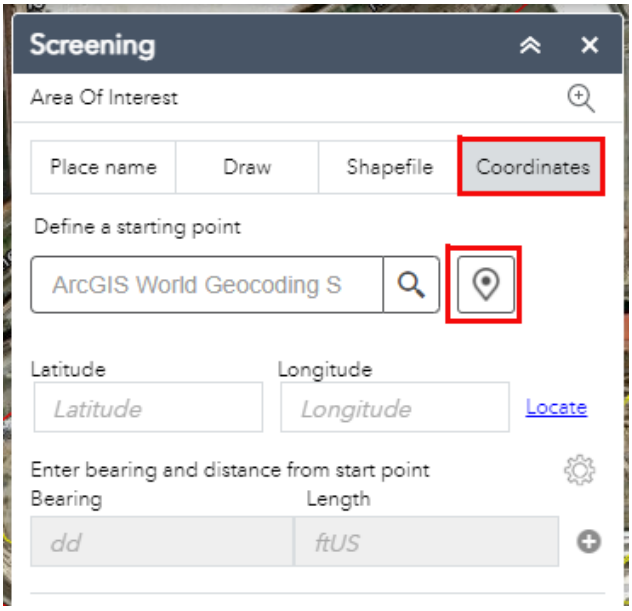
Selecting an AOI with a shapefile| The third tab enables the user to click the *Upload* button to navigate to a saved shapefile feature which may be used for AOI selection purposes.

Screening Tool window: Shapefile selection



Selecting an AOI using coordinates| The final tab allows the user to enter known coordinates to select an Area of Interest point. Enter coordinates into the *Latitude* and *Longitude* boxes below the search bar. You may also enter *Bearing* and *Distance* from a starting point into the next boxes below. Click the *Select Initial Coordinates* button to the right of the search bar to activate and click a point on the map.

Screening Tool window: Shapefile selection



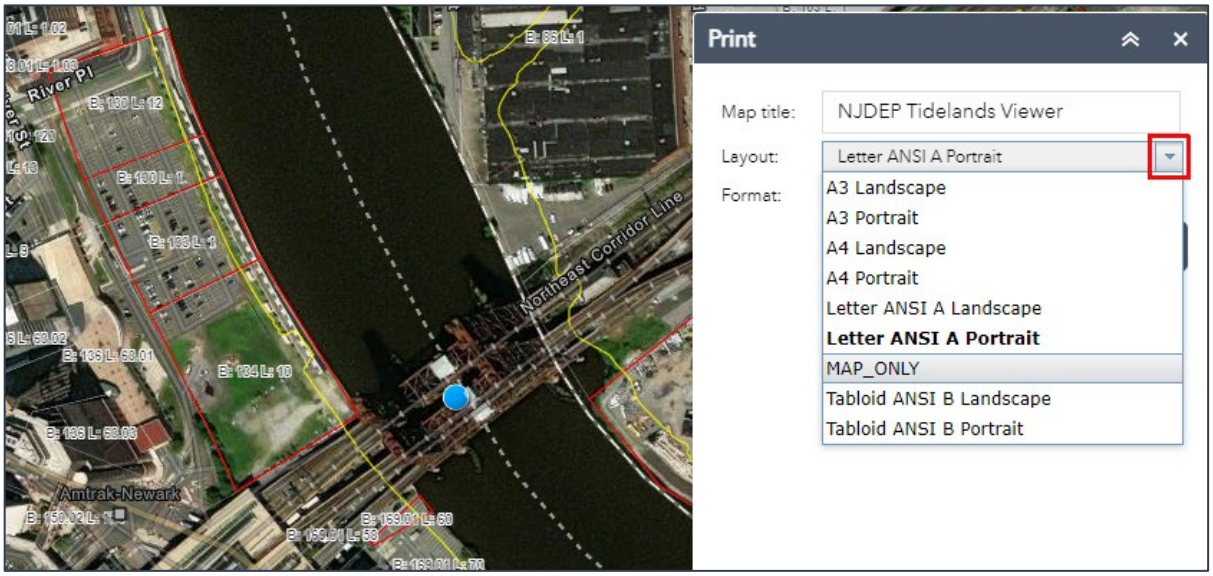
Print Tool

The *Print Tool* is the last button shown at the right side of the Upper Tool Bar. It will generate a PDF of the current extent and visibility of layers that are currently turned on.

Print Tool Location

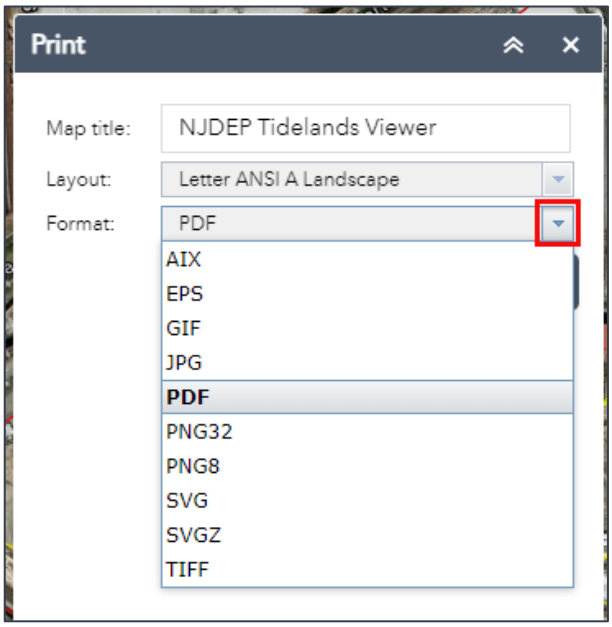
Step 1 | Open the *print tool*. Create a custom title in the upper box if you select a layout that supports that. Below that, choose a layout format by selecting the desired option from the *Layout* dropdown box.

Print Tool Window

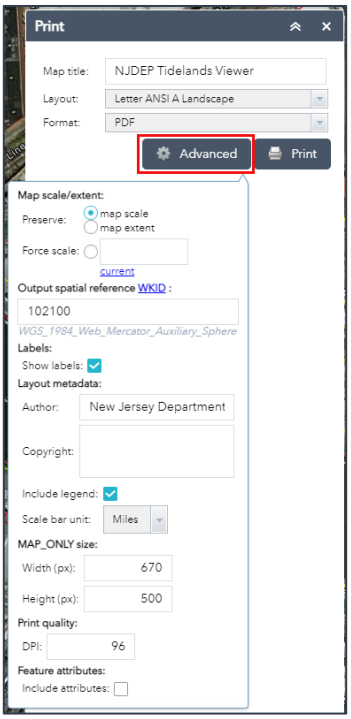


Step 2 | Change the output file format by selecting from the *Format* dropdown box.

Print Tool Window



Advanced Printer Options

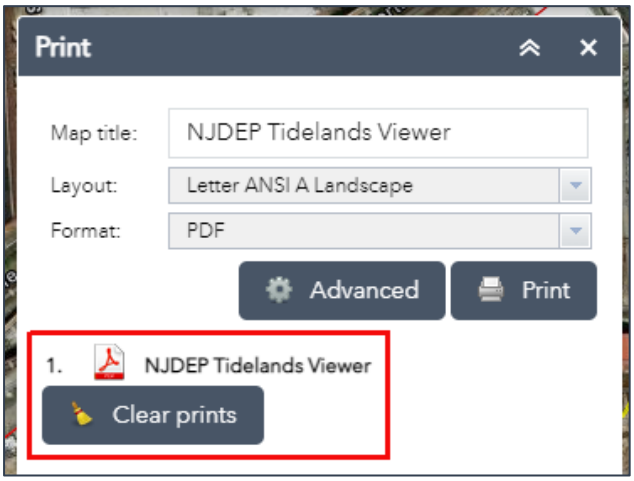


Step 3 | Customize PDF settings by clicking the *Advanced* button.

Some options include:

- Changing the map scale or extent
- Showing labels on the map
- Changing the Scale Bar units
- Map size (this will only change in the Map_ONLY layout)
    - DPI (resolution)
- *Attributes **this function does not currently work in the tool.*

Printer Options



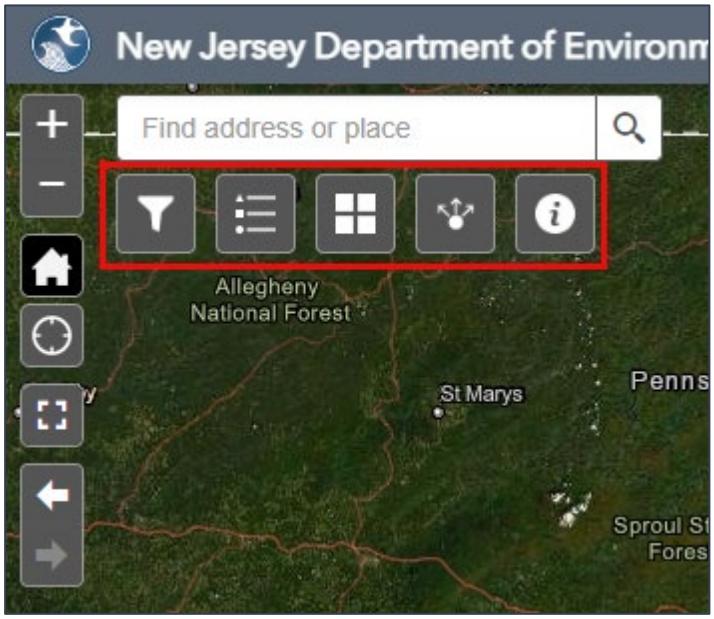
Step 3 | Click *Print* when ready. The PDF will show up when ready for download. Click on the icon and save the PDF or Print it.

Click *Clear prints* if you would like to remove all the PDFs that you created.

On-Screen Tool Bar

Below the address search bar in the upper left corner of the application are five additional widgets residing within the map screen. The data in these locations provide additional information and sharing options to users.

On-Screen Tools Area



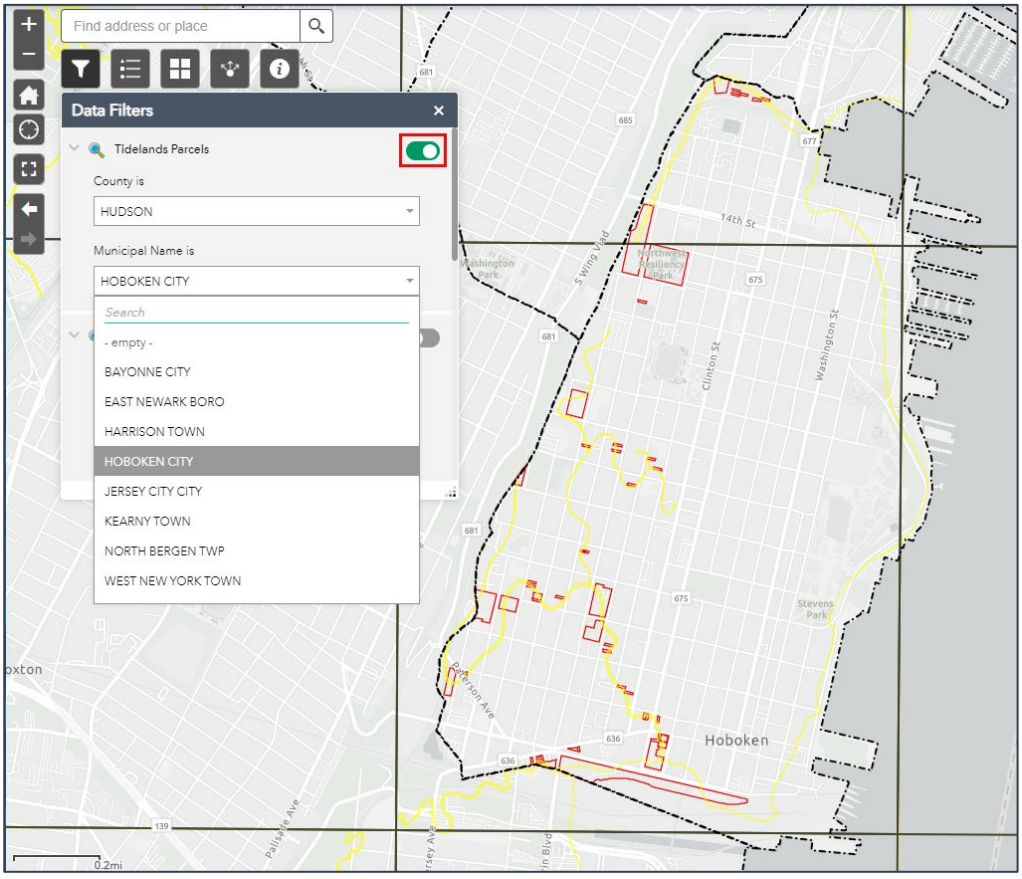
Data Filters

The *Data Filters* widget is the first button shown in the On-Screen Tool Bar.

Data Filters Location

Filters have been set up for Tidelands parcels; unmatched points, lines, and polygons; and aquaculture license areas. For Tidelands parcels, this can be used to draw only the features found in a chosen municipality, to lessen the number of features shown.

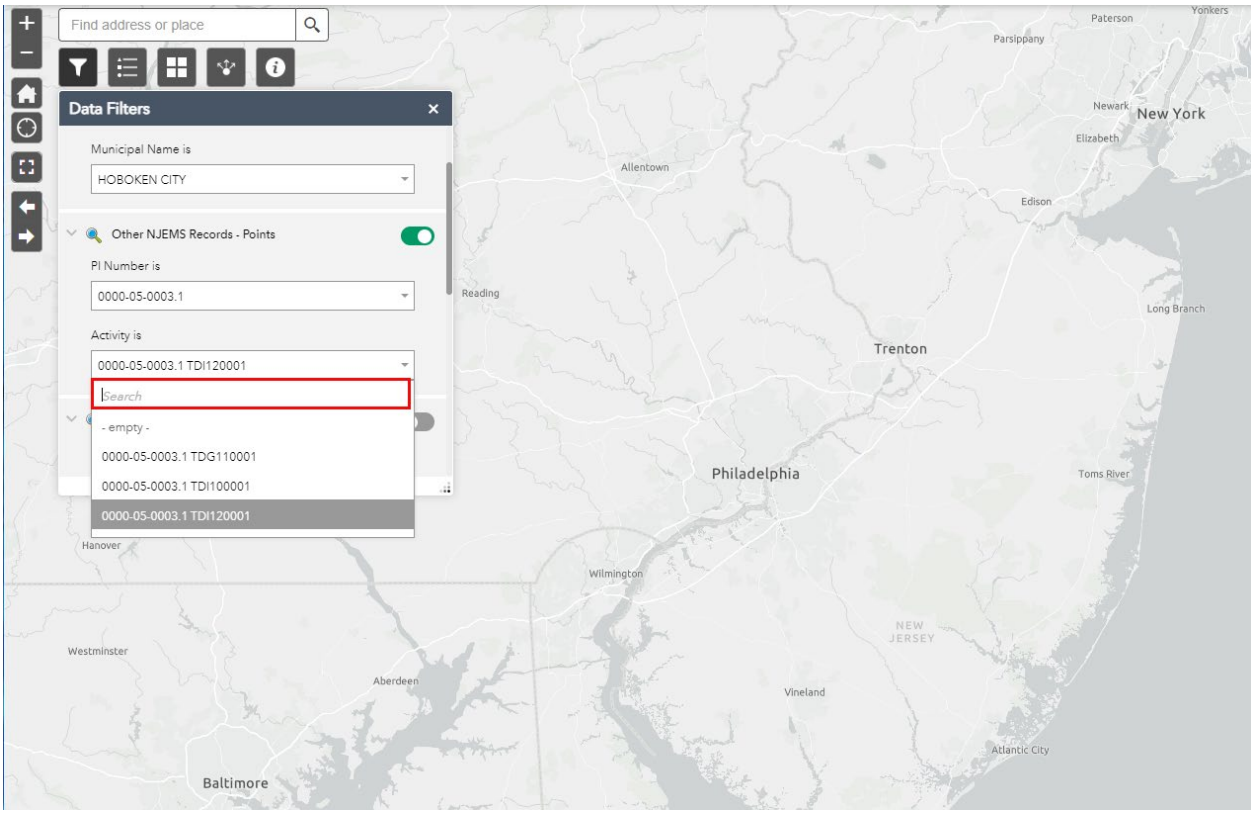
Data Filters window



By default, these filters will be switched off. Simply click the switch to activate the desired filter. Choose the county and municipality from their respective dropdown boxes to activate the filter for that layer.

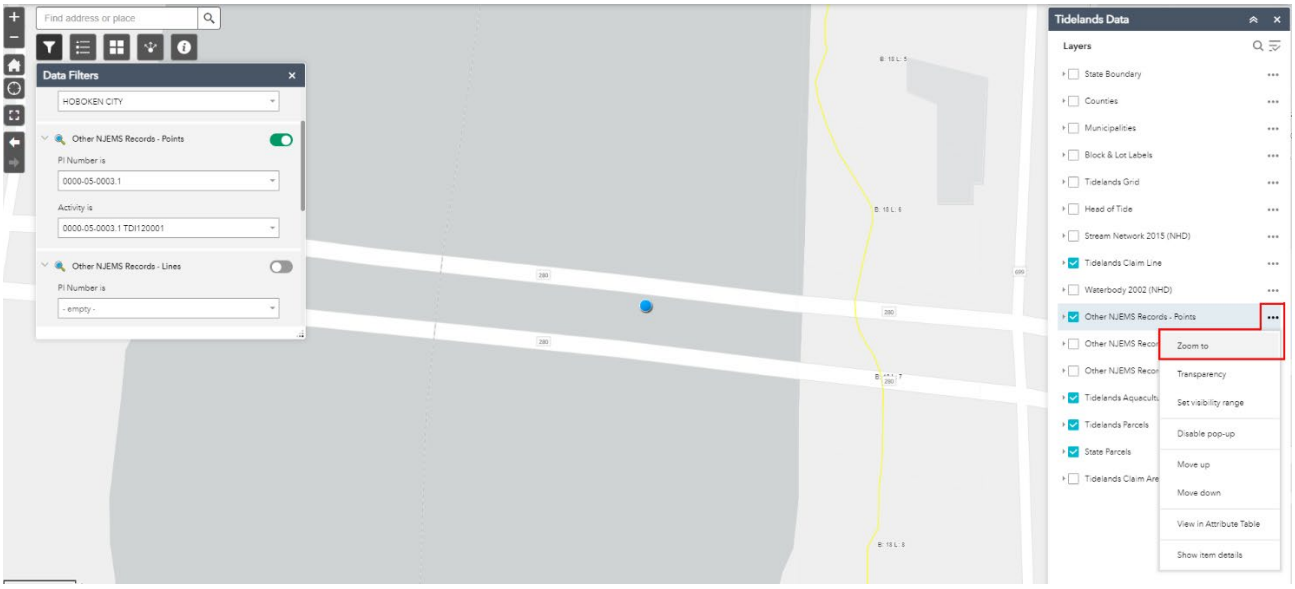
The polygon and Aquaculture filters function similarly to the parcel filtering, by county/municipality. The point and linear data filtering options function by selecting specific PI and Activity numbers directly. Either click the dropdowns to select from the list, or begin typing a number in the search area (shown in red below) to refine the dropdown contents.

Data Filters window



Once the filter is applied, the features have been isolated, but may remain unseen on the screen because the layers are beyond their viewing limit. To zoom to the filtered features, find the layer in the Tidelands Data layer widget and click on the triple dot button to the right side to access the *Zoom to* option in the dropdown (shown below). This will normally zoom to the entire data layer, but since the layer has been filtered, it will display only the filtered features.

Zooming to filtered data



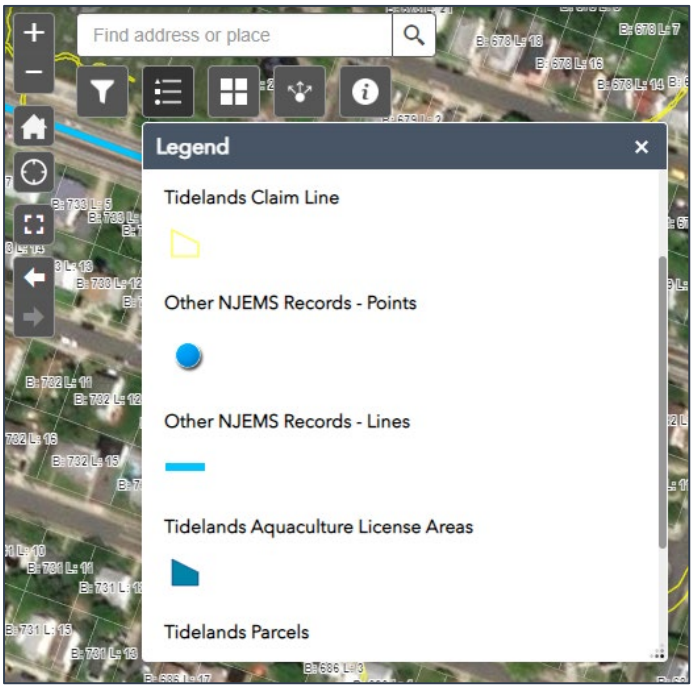
Legend

The *Legend* is the second button shown in the On-Screen Tool Bar.

Legend Location

When a layer is turned on the symbology will appear in the legend window located below the address search bar. Remember that the layer's scale view level will determine when the layer turns on, so if you are zoomed far out in the map, many layers may not be visible.

Legend Tool



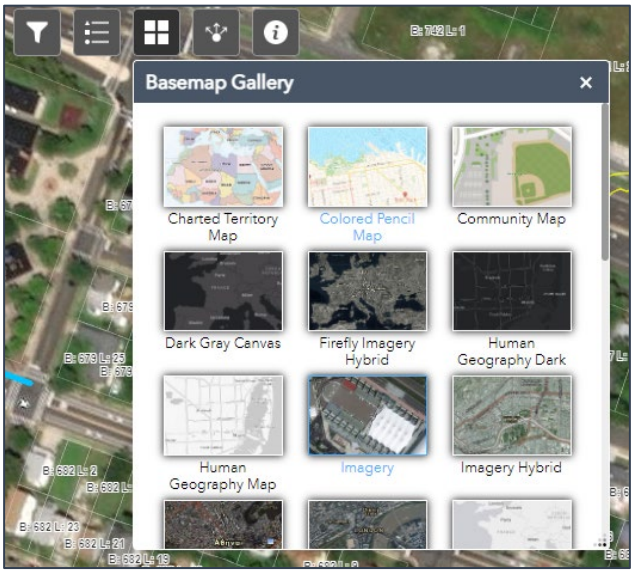
Basemap Gallery

If you would like to change the basemap or background layer from streets to imagery, or topographical relief, select the *Basemap Gallery* tool, the third button shown in the On-Screen Tool Bar.

Basemap Gallery Location

You can change the basemap at any time. However, in order to compare aerial imagery side by side use the imagery list icon to select the imagery and the swipe tool (*see page 23*) to compare. *Note: Some basemaps may not be available (based on ESRI production)*

Basemap Gallery Window



Share Tool

The share tool creates a weblink that can be shared with someone via email or saved for quick links in trackers such as word documents or Excel files.

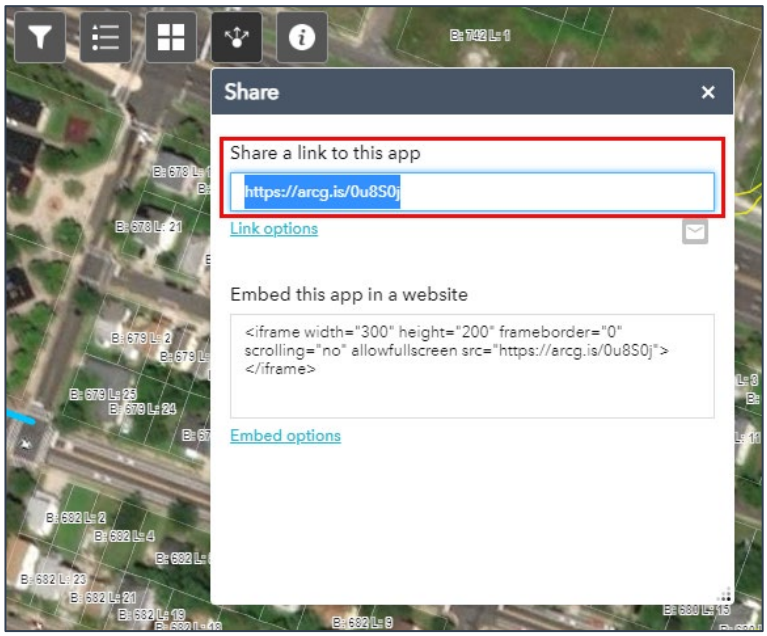
The share tool is the fourth button in the On-Screen Tool Bar under the address search bar.

Share Tool Location

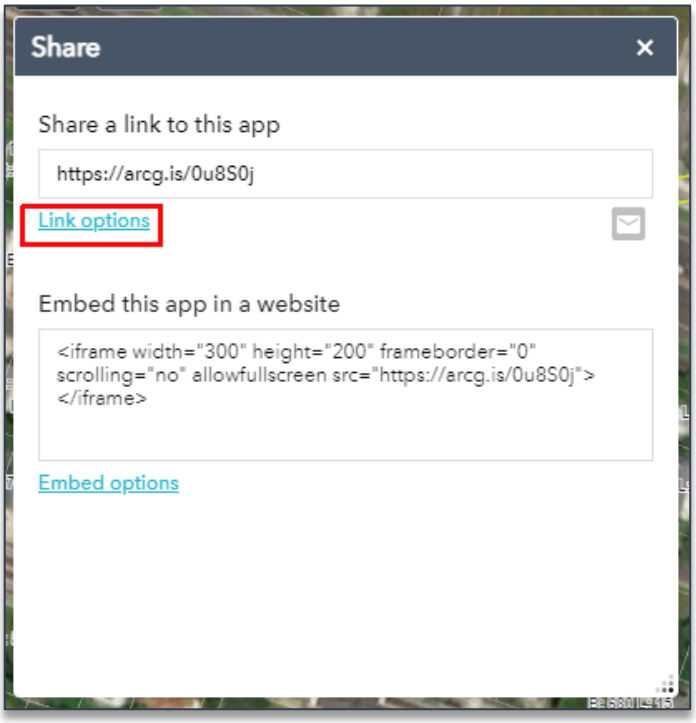
There are two options to save a link, **Option 1** is to save the location and extent and **Option 2** is to save the layer visibility and add a marker. Follow the instructions below to save a location.

Share Tool Option 1

Option 1 | Click the *Share* tool button and copy the link, paste the link into an email, excel file, or word document to keep track and save the location. The link will bring you to the current location on the map when you clicked on the share tool.

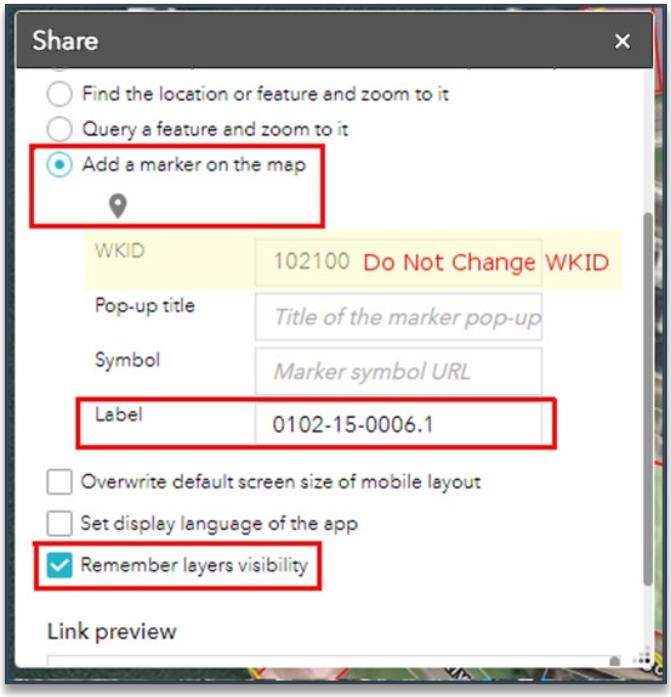


Share Tool Option 2- Step 1



Option 2 | Step 1 Click the *Share* tool button and click on link options.

Share Tool Option 2- Step 2

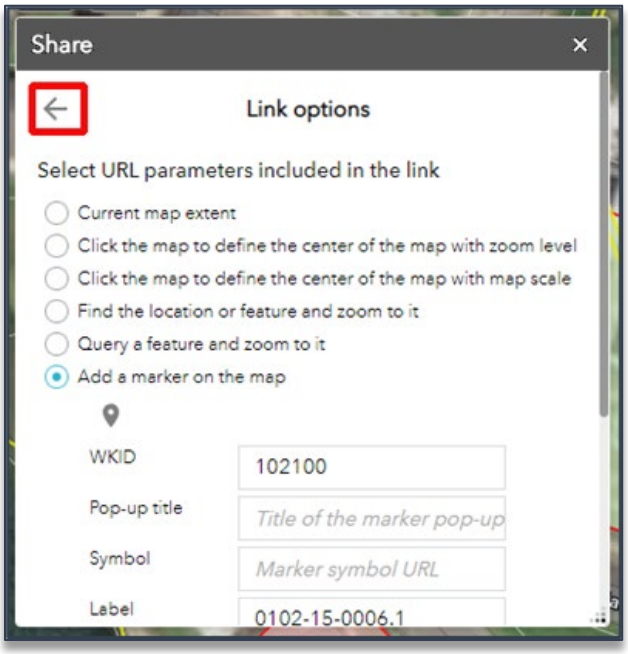


Option 2 | Step 2 Click the *Add a marker on the map* button and add your desired label in the label section.

Note: Do not change the WKID, leave it as it is.

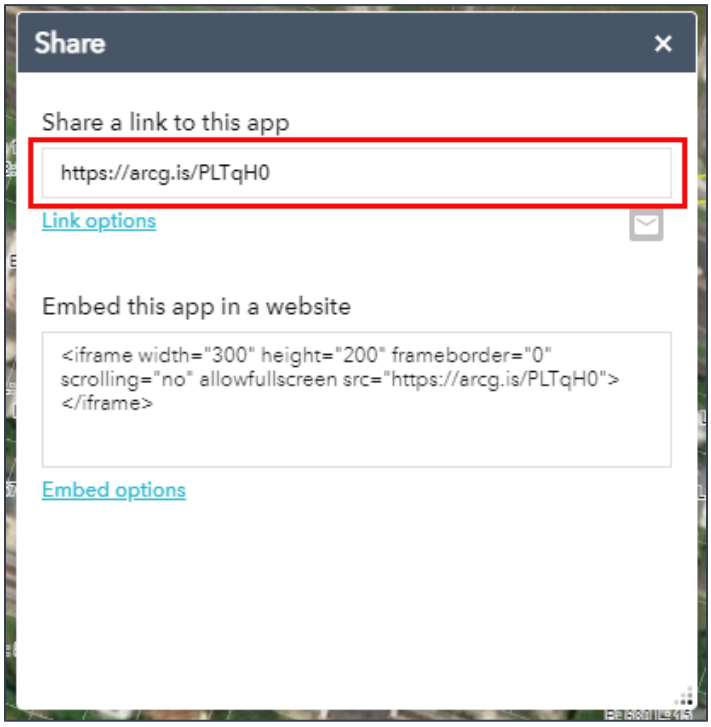
Scroll down as necessary. Check the *Remember layers visibility* button if you want to save the layers that were turned on. Remember to turn on the GIS layers that would want to be displayed before you save the link.

Share Tool Option 2- Step 3



Option 2 | Step 3 Click the back button on in the tool window.

Share Tool Option 2- Step 4



Option 2 | Step 4 Copy the link and email it or save it to a document where you can easily access it again.

When you open the link, it should have the marker with the label as well as the layers that were turned on before clicking on the share tool.

*Example link: click **here** to see the result*

Tip | save the link in an Excel file or word document where you keep track of your projects for quick access.

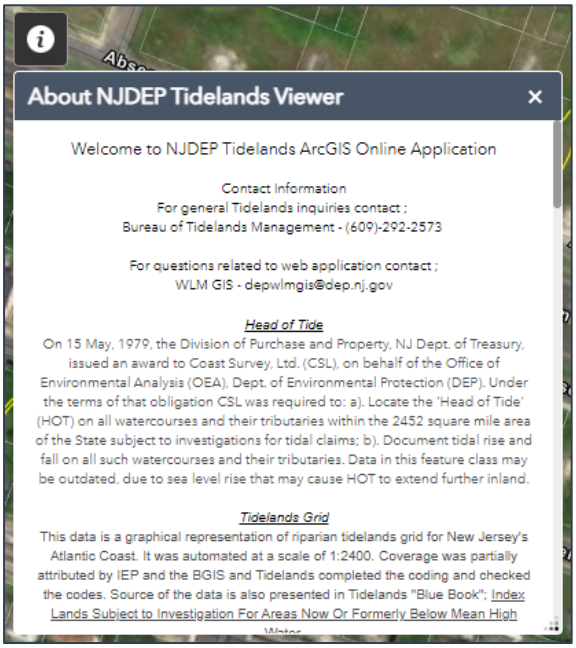
ype	Received	20th Day	Deficienc	Restart Da	15th/20th	90th Day	120th Da	Location	Comments
		6/23/2021							
VFD/CW			Yes	5/21/2021		8/18/2021			
V						N/A			
V						N/A			
Water-	6/17/2021	7/16/2021				9/16/2021		https://dep-gisags.dep.state.nj.us/	

About / Info

The final widget in the On-Screen Toolbar provides general information about the Tidelands Application and the some details about the data it provides, including the *Claim Line,* important Tidelands imagery datasets, and *Conveyance Map* data.

About Tool Location

About Tool Window



Links

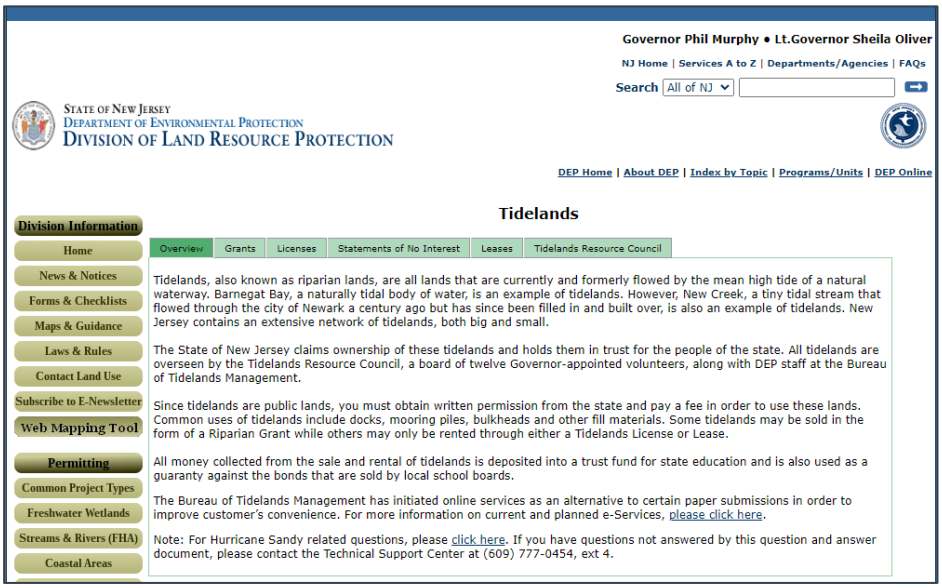
Links to additional Tidelands and GIS information are included in the application. They can be found within the upper Title Bar of the Tidelands Data Viewer Application.

Tidelands Application Main Page

The first link brings you to the main page of the *Tidelands Bureau website*. Links in the green upper tabs provide information about the types of conveyances available and the Tidelands Resource Council. The gold links along the left side of the page provide additional information and services available.

https://www.nj.gov/dep/landuse/tl_main.html

Bureau of Tidelands website main page

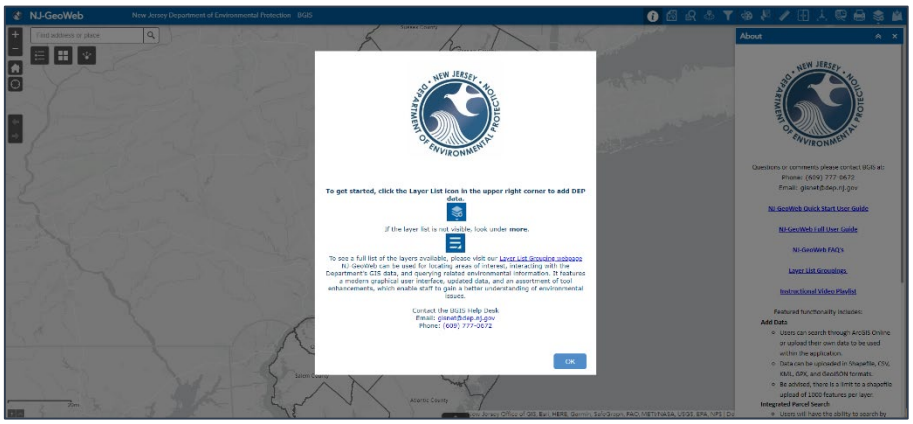


The *Help* link connects to a page on the *NJDEP Bureau of GIS website*. Links found here provide GIS training manuals and videos as well as links to the NJ-GeoWeb GIS application and DEP Data Miner to aid in environmental data analysis.

https://www.nj.gov/dep/gis/training.html

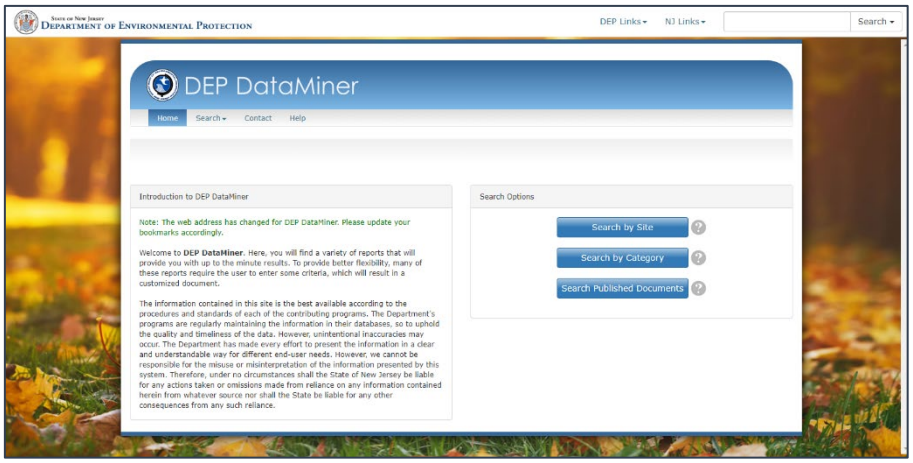
Bureau of GIS website training page

NJ-GeoWeb GIS application



NJ-GeoWeb link

DEP DataMiner



DEP DataMiner link