City Plan interactive mapping user guide

Table of contents

1.0 Introduction ................................................................................................................ 2
2.0 Basic functions .......................................................................................................... 3
   2.1 Overview .................................................................................................................. 3
   2.2 Quick reference ....................................................................................................... 4
   2.3 Search bar .............................................................................................................. 5
   2.4 Navigation and zoom .............................................................................................. 5
      2.4.1 Using the navigation tool .................................................................................. 5
      2.4.2 Using your mouse to navigate ......................................................................... 6
      2.4.3 Using the zoom tool ........................................................................................ 6
      2.4.4 Using your mouse to zoom ............................................................................. 6
      2.4.5 Overview map .................................................................................................. 6
      2.4.6 Home icon ....................................................................................................... 6
      2.4.7 Clear all icon ................................................................................................... 6
   2.5 Selecting a specific property .................................................................................... 7
   2.6 Property reports ........................................................................................................ 7
      2.6.1 Property summary ............................................................................................ 7
      2.6.2 Property report ............................................................................................... 8
3.0 Detailed functions ...................................................................................................... 9
   3.1 Mapping contents .................................................................................................... 9
      3.1.1 Context maps .................................................................................................... 9
      3.1.2 Strategic framework maps ............................................................................... 9
      3.1.3 Zone maps ....................................................................................................... 10
      3.1.4 Conceptual land use maps ............................................................................. 10
      3.1.5 Overlay maps ................................................................................................ 10
      3.1.6 Local Government Infrastructure Plan maps ................................................ 10
      3.1.7 Draft and historic content ............................................................................. 10
      3.1.8 Content menu tools ....................................................................................... 10
   3.2 Tools ....................................................................................................................... 11
      3.2.1 Base map display options ............................................................................... 11
      3.2.2 Draw ............................................................................................................... 11
      3.2.3 Measure .......................................................................................................... 13
      3.2.4 Print ................................................................................................................ 15
      3.2.5 Help ............................................................................................................... 15
   3.3 Scale bar .................................................................................................................. 15
4.0 Troubleshooting ....................................................................................................... 16
5.0 Improve our City Plan .............................................................................................. 16
1.0 Introduction

As part of the City Plan project, the City of Gold Coast developed an interactive mapping website. The website is intended to provide the City’s residents with an enhanced ability to access and interpret the City Plan maps and investigate how this affects not only their property, but their City.

This website combines the City Plan maps and aerial photography, with supporting information such as property searching and reporting, in an easy to use format.

This user guide provides information on how to use basic and more detailed functions of the City of Gold Coast’s City Plan interactive mapping system.
2.0 Basic functions

2.1 Overview

Below is a screen shot of the City Plan interactive mapping system’s homepage with the main elements identified:

The simplest way to locate your property or suburb is through the search bar. Here you can enter your address, street, lot and plan description or suburb, and be taken straight to the location. Alternatively, you can use the ‘Navigation’ tools or your mouse to zoom in or out and move around the City.

All of the City Plan mapping content is located within the menu on the left of the page. Mapping content can be turned on or off as desired from this menu.

Additional tools and functions are located in the menu on the right side of the page and include Print, Help, Draw, Measure, and toggle between the two Base map display options (‘Imagery’ which contains an aerial photo as a background or ‘Basic’ for a mainly white background).

Individual properties can be selected by a single left click of the mouse or will be automatically selected when found through the search bar.

When a property is selected, a property summary is generated where property details and basic zoning information are reported. An option is also provided for a property report and to further zoom into the property when at a higher scale. The property report lists all applicable zone, overlay and conceptual land use mapping content and provides relevant hyperlinks to key related documents within the City Plan.
2.2 Quick reference

Below is a list of the key functions used in the interactive mapping system:

- **Search bar**
- **Clear all active layers and graphics**
- **Navigation**
- **Map series on/off**
- **Zoom**
- **Individual layer on/off**
- **Home (starting scale)**
- **Expand legend**
- **Context mapping**
- **Hide legend**
- **Strategic framework maps**
- **Base map options**
- **Zone mapping**
- **Drawing**
- **Conceptual land use maps**
- **Measure**
- **Overlay mapping**
- **Print**
- **Local Government Infrastructure Plan mapping**
- **Help/User Guide**
- **Draft and historic City Plan content**
- **Scale**
- **Map content selected**
- **Overview map on/off**
2.3 Search bar

The search bar allows you to search via address, street, lot and plan description or suburb.

As details are entered, possible results are displayed below the search bar. Either type the required details in full and press enter, or select the preferred result from the list by using the up and down arrows on your keyboard and pressing enter, or by clicking the preferred result with your mouse.

For address and lot/plan searches, after selecting a result, the map window will zoom to the selected property and produce a property summary.

For street searches, the map window will zoom to display all or part of the street, depending on its length.

For suburb searches, the map window will zoom to display the full extent of the suburb.

Information must be entered into the search bar in the correct format. Examples of these are:

<table>
<thead>
<tr>
<th>Street address:</th>
<th>135 Bundall Road, Surfers Paradise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street:</td>
<td>Bundall Road</td>
</tr>
<tr>
<td>Lot and plan:</td>
<td>4SP148594</td>
</tr>
<tr>
<td>Suburb:</td>
<td>Surfers Paradise</td>
</tr>
</tbody>
</table>

Notes

- The search bar will not recognise unit numbers.
- For multi-unit developments, the street number used is the official street number that is contained in the cadastre layer for the address. This may vary in some instances to that used for postal services.
- If your address contains an apostrophe ('), it will not be recognised by the search bar.
- Should you have difficulty locating your property using the address search option, you will need to search by street, lot and plan description, suburb, or locate your property manually using the navigation tools and/or your mouse.

2.4 Navigation and zoom

Navigation allows you to move (pan) around the display map.

Zooming allows you to change the scale of the map. As you zoom in, the map changes to show you greater levels of detail. As you zoom out the map details become smaller. You will be able to zoom using either your mouse or the navigation and zoom tools.

Note: some information is only displayed at certain scales to ensure the information displays correctly.

2.4.1 Using the navigation tool

Within the top left corner of the display map is the navigation tool. Click the arrow on the navigation tool to move the map in the direction of the arrow (up, down, left and right).
2.4.2 Using your mouse to navigate

To pan the map, left click on the map and hold. The map will move with your mouse pointer (i.e. use your mouse to drag the map). Release the mouse icon to stop moving the map.

2.4.3 Using the zoom tool

Within the top left corner of the display map is the zoom tool. To zoom in, click the plus sign on the zoom tool, until the desired scale is reached. To zoom out, click the minus sign on the zoom tool, until the desired scale is reached.

2.4.4 Using your mouse to zoom

Scroll the mouse wheel forward to zoom in, or scroll the mouse wheel backwards to zoom out until the desired scale is reached. The page will zoom to the location of your cursor (targeted zoom).

2.4.5 Overview map

The overview map can be accessed by the diagonal arrow in the bottom right corner of the screen.

The overview map shows you the larger geographical area around the map you are currently viewing, indicated by the shaded rectangle. You can also use the overview map to pan the map.

Click the show overview map arrow to show the overview map and click the hide overview map arrow to hide the overview map.

Click and drag the shaded box in the overview map to a new location. The map will pan to that location.

2.4.6 Home icon

The home icon zooms to the map's full extent (starting scale), showing the City of Gold Coast's area and neighbouring Councils.

2.4.7 Clear all icon

Click on the clear all icon to clear all selected layers and markers.
2.5 Selecting a specific property

Once you have used navigate and zoom tools to find a property you want to investigate, you can then click on the property and a window displaying the property's information will be displayed. There are also links within this pop up window which load a property report or to further zoom into the property when at a higher scale.

2.6 Property reports

A property report lists basic property details and applicable City Plan information for a specific property. There are two types of property reports available on the interactive mapping system being a property summary and a property report.

2.6.1 Property summary

To access a property summary, either search or click on a specific property, which will automatically generate the summary. The property summary states the property’s address, lot and plan, applicable zone/s and if applicable, the zone precinct/s.

There is also an option to zoom to the property and an option to view a property report.
2.6.2 Property report

To access the property report, click on the hyperlink within the property summary window. This will automatically generate a property report. The property report states the property’s address, lot and plan, lot size, division, applicable zone/s, zone precinct/s, conceptual land use maps and overlay maps.

The property report includes hyperlinks which redirect to relevant sections of the City Plan relating to the applicable mapping content for the specific property address.

Note: in some instances property reports include content that is not shown on the official City Plan maps e.g. where property is adjacent to a mapped State controlled road or within a certain distance of wetlands or waterways. This content does not form part of the City Plan, is intended to assist in the application of levels of assessment for the relevant City Plan overlays only and should not be taken as Council’s definitive position.

To print a copy of the property report click on the ‘Print report’ icon located in the bottom right hand corner.
3.0 Detailed functions

3.1 Mapping contents

The City Plan interactive mapping system includes the following mapping content:

- Context maps
- Strategic framework maps
- Zone maps
- Conceptual land use maps
- Overlay maps
- Local Government Infrastructure Plan maps, and
- Draft and historic content

Click on the relevant tab, located on the left side of the interactive mapping window to expand or hide the map contents.

3.1.1 Context maps

This tab displays the content included in the official Context map (being the land affected by development legislation) as well as additional contextual information (i.e. not used in the City Plan) under the ‘Administrative and other supporting information’ sub heading including contours, Council divisions, water and sewer connection areas, and the cadastre layers showing the latest property boundaries and the property boundaries shown in the current version of the City Plan.

Note: the property boundaries shown on the official City Plan maps (PDF format) has been provided in a selectable format to aid in interpretation of the official City Plan maps if required.

3.1.2 Strategic framework maps

This tab displays PDF versions of the Strategic framework maps. Each PDF opens in a new browser tab when clicked.
3.1.3 Zone maps
This tab displays zoning information and the functional road hierarchy.

3.1.4 Conceptual land use maps
This tab displays PDF versions of the Conceptual land use maps which represent a range of conceptual land use categories. These maps only apply to certain areas of the City of Gold Coast. Each PDF opens in a new browser tab when clicked.

3.1.5 Overlay maps
This tab displays overlay information which can identify potential constraints (e.g. flood, bushfire hazard, landslide hazard) and modify development parameters such as building height or residential density.

3.1.6 Local Government Infrastructure Plan maps
This tab displays Local Government Infrastructure Plan (LGIP) mapping.

3.1.7 Draft and historic content
This tab displays previous versions of City Plan mapping (zones and overlay content only) and draft City Plan and other supporting content that will be displayed where appropriate (e.g. where mapping content forms part of a public consultation event).

Note: official PDF maps for all City Plan versions are available on Council’s website.

3.1.8 Content menu tools
To turn all layers on or off within the contents tabs, click the on and off switch in the top right corner of the expanded tab.

To turn individual layers on and off within the contents tabs, click on the box located on the left hand side of each individual layer title. A tick symbol indicates that the planning layer is selected and is displayed on the map.

This icon next to a layer indicates that there is a legend included with this layer.

To see the legend, click on either this icon, the plus icon or the text heading to expand the contents. To hide the additional information click on the minus icon.
To scroll the legend up or down, either use the up and down arrows on the scroll bar on the right side of the tab or click anywhere within the tab and use your mouse wheel to scroll up or down.

3.2 Tools

3.2.1 Base map display options

To open the Base map tool box, click on the Base map icon on the right side of the interactive mapping window and it will expand. To close the Base map tool box, click on the same icon or click on a different icon to expand another tool box.

The Imagery icon will display the Imagery base map which includes an aerial photograph of the City as the background.

The Basic icon will display the Basic base map which consists of a mainly white background. The Basic base map is included to assist in interpretation of City Plan mapping content if difficulty is encountered when using the Imagery base map.

3.2.2 Draw

To open the Draw tool box, click on the Draw icon on the right side of the interactive mapping window and the Draw tool box will expand. To close the Draw tool box, click on the same icon or click on a different icon to expand another tool box.

Use the Draw tool to add points, lines and shapes to your map. These drawings are fixed to the location on the map, so the drawing will move as you navigate the map. Lines and shapes will also change size as you zoom the map. As you zoom out your map area will become larger and hence a smaller drawing. As you zoom in, your map area will become smaller and hence a larger drawing.

Items you draw on the map will remain until you clear them.

Use the ‘Clear’ tool within the Draw menu to clear your drawings. Alternatively, click the ‘Clear all’ icon (X) or refresh the map to clear your drawings.

Note: you cannot save your drawings.
3.2.2.1 Point
Click on the Point icon to mark a point on the map. The Point icon is highlighted and the mouse pointer displays ‘Click to add a point.’ Click and release the mouse on the map where you want to leave a point marker.

A red cross will mark the point you have selected.

3.2.2.2 Line
Click the Line icon to draw a line on the map. The Line icon is highlighted and the mouse pointer displays ‘click to start drawing’.

Click and release at the starting point of the line, and then click each end-point of each straight-line segment except for the final segment. At the final segment, double-click the end of the straight-line segment to finalise the line drawing.

3.2.2.3 Polygon
Click the Polygon icon to draw a shape on the map. The Polygon icon is highlighted and the mouse pointer displays ‘click to start drawing’.

Click the starting point of the shape, and then click each end-point of each straight-line segment. At the final segment, double-click the end of the straight-line segment to finalise the shape.

3.2.2.4 Text
Click the Text icon to write on the map. The Text icon is highlighted and the mouse pointer displays ‘click to add a point’. Click on the map where you want to begin adding text. A text box is displayed where you can type. To complete your text, press the enter key to draw the text onto the map.

3.2.2.5 Clear
Click on the Clear icon to remove drawings or points you have made on the map.
3.2.3 Measure

Use the measure tools to measure areas, distances and point coordinates on the map.

Distances, areas and points you measure on the map will remain until you clear them. Refresh the map or close the browser to clear your drawings. You cannot save your measurements.

To open the Measure tool box, click on the Measure icon on the right side of the interactive mapping window and the Measure tool box will expand. To close the Measure tool box, click on the same icon or click on a different icon to expand another tool box.

3.2.3.1 Point

To mark a point on the map, click on the Point icon. This will leave a marker on the map and also provides the longitude and latitude coordinates of the point.

3.2.3.2 Distance

To measure a distance on the map, click on the Distance icon. Click and release at the starting point of the distance to be measured, a green point will mark the starting point. As you move your mouse pointer, a green line will be displayed showing you the first straight-line segment of your distance.

Click and release at the end-point of each straight-line segment. At the final segment double-click to end the straight-line segment and finalise the distance to be measured. The distance represented by the green line is displayed.

3.2.3.3 Area polygon

The Area polygon tool can be used to draw and measure the area and perimeter of any polygon.

To draw the shape, you connect a series of straight-line segments. The more complex the area you want to measure, the more straight-line segments you will need to draw.

Click and release at the starting point of the shape. As you move your mouse pointer, a green line will be displayed showing you the first straight-line segment of your shape.
Click and release to fix the first straight-line segment end point.

Now that the first straight-line segment is drawn, moving your mouse will show you a shape based on connecting your mouse pointer position to the starting point of your shape.

Continue to build your shape by clicking on straight-line segment end points. To finish your shape, double-click the last straight-line segment.

The measured area represented by the green shape is displayed.

3.2.3.4 Area freehand

The Area freehand tool can be used to draw and measure the area and perimeter of any freehand shape.

To draw the shape, click and hold the mouse on the starting point, then move the mouse around the area you want to measure, when you have reached the end point release the mouse icon.

The measured area represented by the green shape is displayed.

3.2.3.5 Measuring units

The default measuring units are kilometres for length and square metres for area. To change the measuring units, click on the Units icon and click on the drop down box for either length or area and select the desired measuring units.

3.2.3.6 Clear

To remove any previous measurements click on the Clear icon.
3.2.4 Print

Use the print tool to print copies of the map displayed on your screen.

You can print in A4 portrait, A3 portrait, A4 landscape and A3 landscape.

3.2.5 Help

Use the help tool if you are having any problems or issues with using any of the tools available in the interactive mapping system. Clicking this icon will open this user guide in a new browser tab.

3.3 Scale bar

The scale bar shows the relationship between the map size and actual distances. As you zoom in to and zoom out of the map the scale bar will change.

The specific map scale (e.g. 1:350000) is also displayed.
4.0 Troubleshooting

If you are experiencing technical difficulties with the website please try the following two steps which can resolve common website related issues:

1. Refresh your internet browser.

2. If you still experience difficulties, refreshing or clearing your browser’s cache (store for temporary internet files) should resolve the issue.

A ‘hard refresh’ (Ctrl+F5) will clear your browser’s cache.

Alternatively, clearing your browser history (including temporary internet files) will achieve the same result. How to do this varies between web browsers but can usually be done by pressing Ctrl+Shift+Delete. Alternatively, search for ‘clear cache’ or ‘clear browsing data’ in your internet browser’s help menu.

Clearing or refreshing the cache deletes all stored content associated with previous versions of the website which ensures the latest version is loaded in full the next time you open it.

Issues can also be experienced with a browser’s ‘pop-up blocker’. This can prevent new browser tabs or windows opening. To resolve these issues, you need to ‘allow pop-ups’ for the City Plan interactive mapping website. Usually when a pop-up has been blocked this will be indicated by your internet browser, and clicking on the message or icon will allow you to do this. Alternatively, you can search for ‘allow pop-ups’ in your internet browser’s help menu.

Should you require further assistance with navigating or accessing the City Plan interactive mapping website, please contact Council’s Planning Enquiries Centre on (07) 5582 8708.

5.0 Improve our City Plan

We are committed to continually improving the City Plan interactive mapping website and the City Plan in general and encourage collaboration through the use of our online tool ‘Improve our City Plan’. Use this tool to ask a question or offer suggestions to improve the City Plan. You can access the tool from the following page: