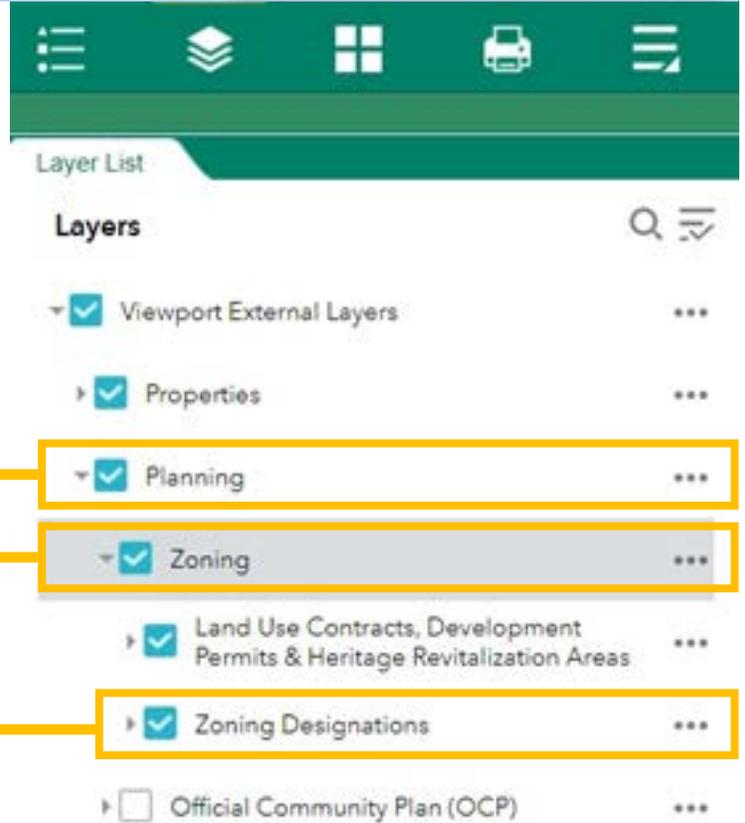




### Why is the layer I've turned on not visible on the map?

Ensure that all levels of the layer you are trying to view are turned on (boxes are checked). For example, for the zoning layers to be visible on the map, the 'Planning' folder, the 'Zoning' folder and the 'Zoning Designations' layer must all be checked.



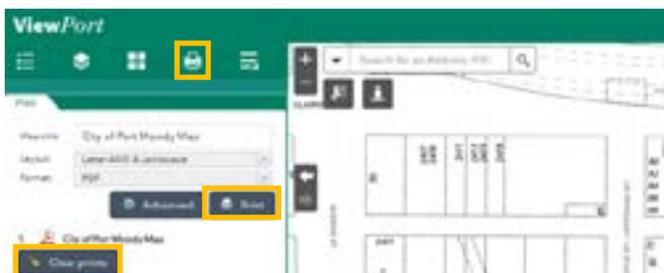
▶ All three boxes must be checked for the Zoning layer to be visible on the map

More layers become available and appear in the layer list as you continue to zoom in on the map.

### How do I print a map?

Select the Print Tool from the Tool Bar.

When printing a map, you have the ability to add a title, select a layout (paper size), and format. Advanced Options include adding a north arrow, scale bar and a legend. Adjust your map view to your area of interest and click the 'Print' button. This will create a print that you can open and save or delete by 'Clear prints'.



### How do I access historic orthophotos?

Use the Basemap Gallery to switch the background map to a historic orthophoto from 2003, 2006, 2012, 2018 or 2019. The images may take some time to load, but once loaded, you can pan and zoom the map quickly.

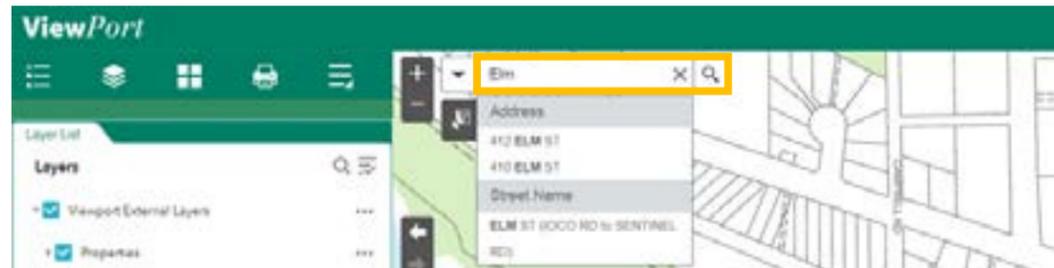


## How do I search for an Address / PID / Folio / Street?

### For global search (All):

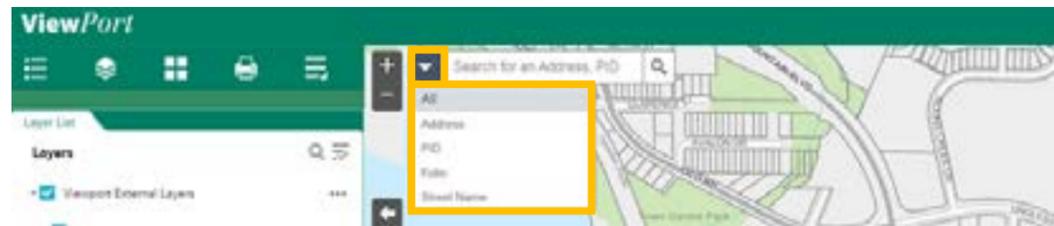
In the Search Bar at the top of the map, start typing the Address, Property Identifier Number (PID), Folio, or Street Name in the search box. The search bar will provide an auto-complete list of results.

Select the correct information from the drop-down or click the magnifying glass to zoom to the selected property or street.



### For specific searches

Next to the Search Bar at the top of the map, select the drop-down arrow and choose the Address, PID, Folio, or Street Name option for the desired results.



**For Address:** In the Search Bar at the top of the map select the drop-down arrow and select the 'Address' tab as highlighted and start typing the address in the search box starting with the numeric house number.

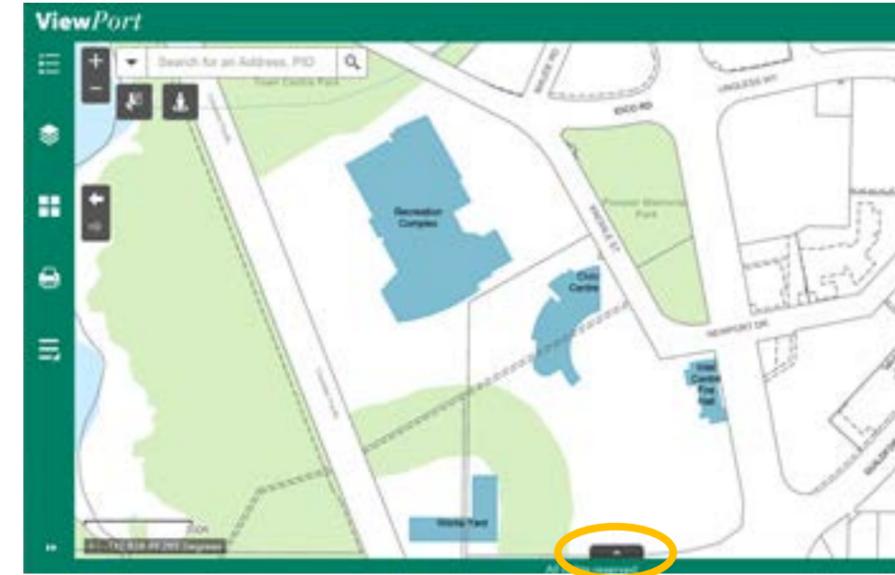
**For PID:** The Property Identifier Number (PID) is a 9-digit identifier for a parcel in the form of xxx-xxx-xxx assigned by the Land Title Office. The PID can be found on a property's tax assessment notice and on certain land title records. Select the correct PID and click the magnifying glass to zoom to the selected PID.

**For Folio:** The Folio number (also referred to as the Roll Number) is an 8-digit identifier assigned by BC Assessment which can be found on Property Tax Notices in the form of xxxxx-xxx. Select the correct Folio and click the magnifying glass to zoom to the selected Folio.

**For Street:** Enter the street name in the search box. Select the correct street and street segment and click the magnifying glass to zoom to the selected street.

## Q. How do I use the attribute table?

The attribute table is where you can see all the information of a layer in a table format. On the centre bottom of the map, select the arrow that brings up the attribute table. This will load a series of tabs which each represent the data from one GIS layer.



▶ If you can't find the attribute table you are interested in, select the three dots (ellipses) next to the name of the layer you are looking for, and select View in Attribute Table.

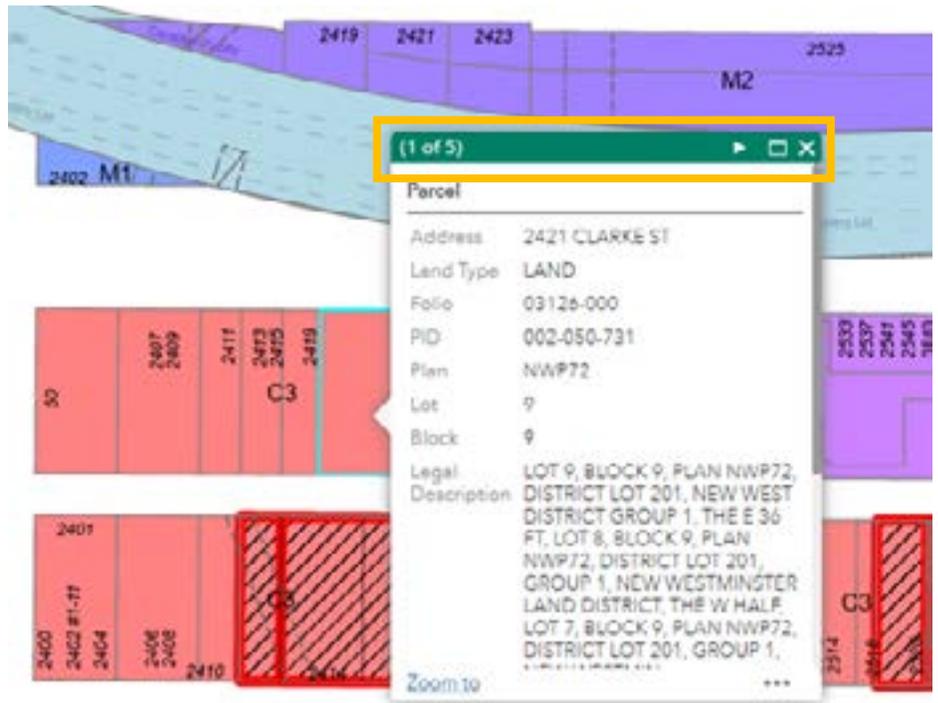
There are additional options within the attribute table to help you access the information you are looking for:



- **Show selected records:** If you select a record on the map, you can choose to display only these selected records. This feature will be greyed out if there are no selected records.
- **Show related records:** This feature will be greyed out if there are no related records.
- **Filter:** Filter data by attributes like 'Type' or 'Facility Name' to refine your search.
- **Show/Hide columns:** Select or deselect attribute names to add or remove columns displayed.
- **Filter by map extent:** This will limit the information in the attribute table to the area within the map view. Features outside of the map view will not appear in the attribute table.
- **Zoom to:** Map zooms to the selected record in the attribute table. This feature will be greyed out if there are no selected records.
- **Clear Selection:** Clears any selected records. This feature will be greyed out if there are no selected records.
- **Refresh:** Refreshes the information in the attribute table.

## Why do I not see the correct information when selecting a property?

When selecting a feature on the map, a pop-up box with detailed information will appear. Sometimes there are multiple features selected, you can tell when this happens when you see the (1 of #) in the top left hand corner of the pop up box. To scroll through the selected features, select the right arrow until you reach the correct feature you are looking for.



## Can I download the data I see on the map?

All data on Viewport is available for download on the City of Port Moody's [Open Data Portal](#).