

Berrien County Online GIS



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Account Set Up

All users must set up an account in order to access Berrien County's Online GIS. Even guests that wish to visit the website free of charge are required to set up an account. The process is easy and is detailed below.

1. New users must create an account by clicking the appropriate button.

A screenshot of the Berrien County Online GIS login page. The page has a blue header with the text "Berrien County Online GIS". Below the header, it says "Please login to access online mapping." There are two input fields: "User Name or Email:" and "Password:". Below these fields is a red button labeled "Log Me In!". Underneath the button are three links: "I've forgotten my password, please email it.", "I'm a New User, Create Account", and "I have lost my confirmation code, please email it.". The "I'm a New User, Create Account" link is circled in red. A red arrow points from the top right towards the "Log Me In!" button.

2. Complete the form that is displayed. You are asked to create a username and password. It is best if your username is free of symbols and is less than 24 characters. Once you have completed the form, click 'Create New User Account'.
3. Wait for e-mail that allows you to confirm your account. Follow the instructions on the e-mail and sign onto the website. (<http://berriencounty.plansightgis.com>)

Account Types

There are three different accounts that are available on Berrien County's Online GIS: Guest, Basic User, and Power User.

1. Guest Account (free access)

- **Base Map Layers:** Roads and highways, railroads, lakes, rivers, streams, Commissioner Districts, USGS Elevation Contours, and points of interest
- **Available Tools:** Find By Address, Find By Section, Add Point By Latitude/Longitude, Click on Map to Receive Latitude/Longitude, and Add Annotation (create a custom point, line, polygon, and text to map).
- **Other Services:** Create a Printable Map, and Create a .pdf of Map

2. Basic User Account (\$6.00 per whole hour access)

This includes all functionality displayed in the Guest Account in addition to:

- **Base Map Layers:** All parcel information (see Optional Layers for complete description), parks and trails, schools and school districts, zip code areas, and County drains
- **Available Tools:** Find By Tax Parcel ID, and Find By Owner Name
- **Other Services:** Create a Printable Map and Report, Create a .pdf of a Map and Report, Create a mailing list, and all data can be copied and pasted into Microsoft software

3. Power User Account (\$10.00 per whole hour access)

This includes all functionality displayed in the Guest and Basic User Accounts in addition to:

- **Base Map Layers:** USDA Soil Classifications, MIRIS 2001 Land Use, MDNR Wetland Classifications, FEMA 2005 Flood Zones, 1996 aerial photography, and 2005 aerial photography
- **Available Tools:** see Guest and User Accounts
- **Other Services:** see Guest and User Accounts

Changing Your Account Type

You can change your account type by logging into the website as normal. Click on View/Edit Account Information as indicated below.



Berrien County, MI - GIS Online

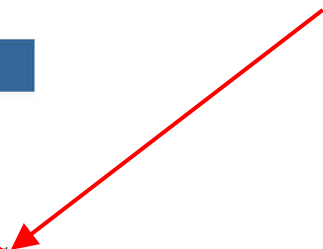
Welcome berrientest
Berrien County Online GIS

Berrien County Map - Free Public Access

no charge to your account while map is open

View/Edit Account Information

Log Off



Next, click on 'Change My Map Access Type' as indicated below.

Berrien County Online GIS


Please enter all information requested
Items with * are required!

User Name: **berrietest**
User Email: **slogan@berriencounty.org**
[Change My Email](#)

*First Name:
*Last Name:
Company:
*Address:

*City:
*State:
*Zip:
*Phone:
format as: XXX-XXX-XXXX xNNN
*Time Zone:
[Change My Password](#)

Map Access Type: **guest**
[Change My Map Access Type](#)



Choose your map access type in the next screen as indicated below.

<input checked="" type="radio"/> Guest (no access to additional map data)	<ul style="list-style-type: none">- Base Map - which includes:- Roads & Highways- Railroads- Lakes & Streams- Commissioner Districts- Limited Parcel Information
<input type="radio"/> User (\$6 hourly access rate)	<ul style="list-style-type: none">- Base Map and the following additional data:- Additional Parcel data- Parks- Non-motor routes (trails)- Schools & Districts- Zip Codes- Renaissance Zones
<input type="radio"/> Power User (\$10 hourly access rate)	<ul style="list-style-type: none">- Base Map and the following additional data:- Additional Parcel data- Parks- Non-motor routes (trails)- Schools & Districts- Zip Codes- Renaissance Zones- USDA Soil Classifications- 2001 Land Use- Wetlands- FEMA 2005 Flood Zones- 1996 Aerial Photos- 2005 Aerial Photos

Save Map Access Type
Cancel

Be sure to click on Save Map Access Type for your changes to register.

If you choose to be a User or a Power User, you'll need to add money to your account balance in order to proceed to the map viewer. Click on the button as indicated below, to add money to your account balance.

Berrien County Online GIS

Please enter all information requested.
Items with * are required!

User Name: **berrienfest**
User Email: **slogan@berriencounty.org**
[Change My Email](#)

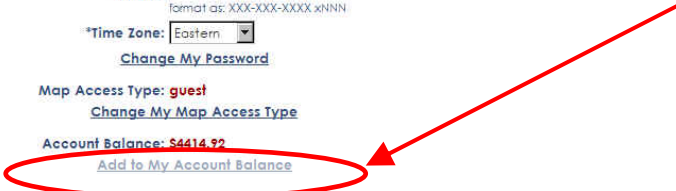
*First Name:
*Last Name:
Company:
*Address:

*City:
*State:
*Zip:
*Phone:
format as: XXX-XXX-XXXX xNNN
*Time Zone:

[Change My Password](#)

Map Access Type: **guest**
[Change My Map Access Type](#)

Account Balance: **\$4414.92**
[Add to My Account Balance](#)



Next, enter the amount you wish to add to your account. This will then take you to the credit card information page. Follow the instructions on the credit card page. Your amount will be posted shortly after the credit card verification process is complete.

Tools



Berrien County, MI - GIS Online

Map Layers Legend Map Tools Find a Location Query/Select Maps/Reports Settings

Current Selection

Update the Map!

Update Map Automatically

Images and Overlays

Base Map

Some layers may only be visible at certain scales!
(like Aerial Photography)
Zoom in on the map if you cannot see a layer you have turned on.

Optional Layers

Elevation Contours (USGS)

Parcels

Parks

Points of Interest

Public Land Survey

Renaissance Zones

Transportation

Water Features

Update the Map!

1 2 3 4 5 6 7 8 9 10 11 12

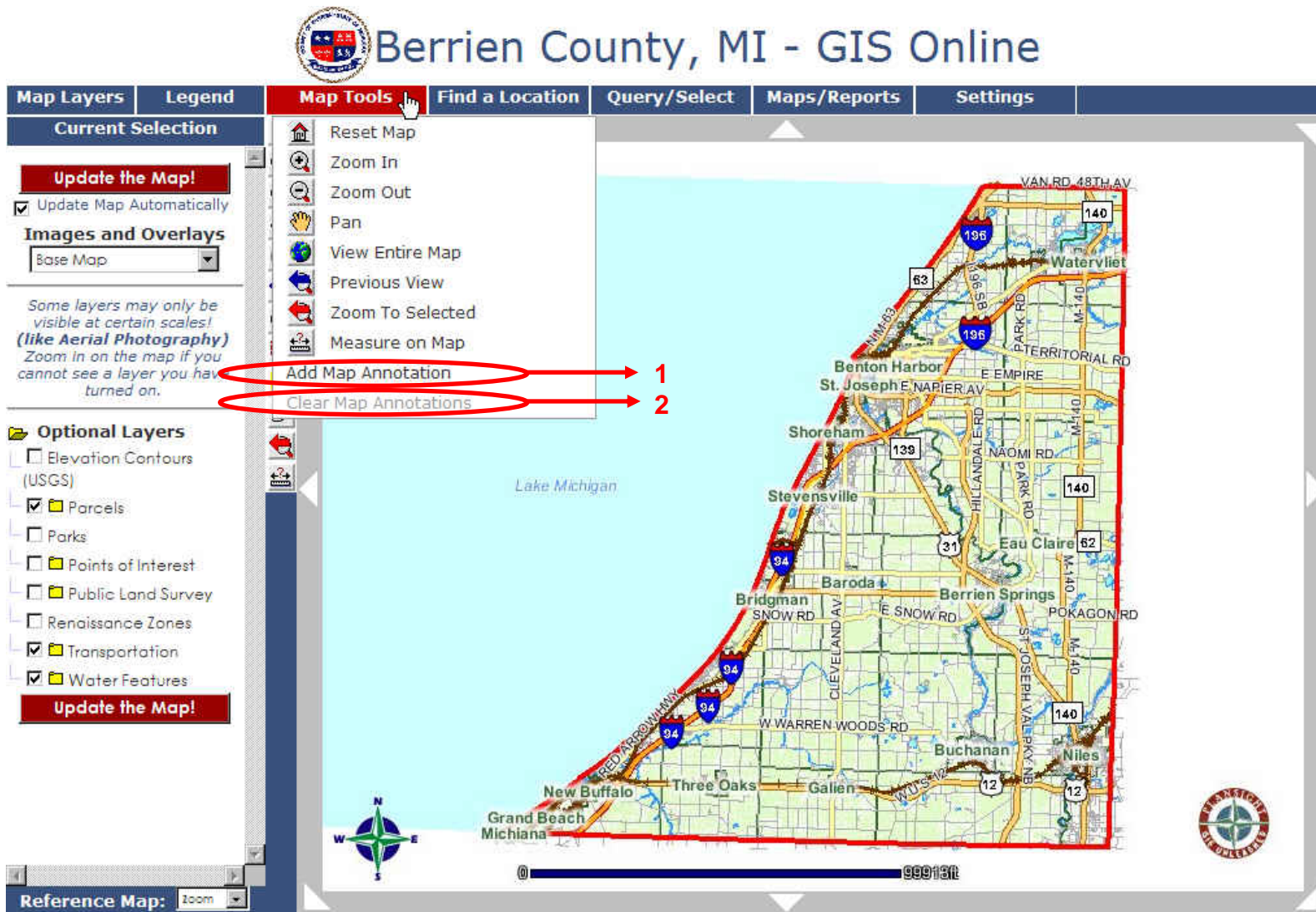
Map Tools: 1. Home, 2. Refresh, 3. Update Map, 4. Pan, 5. Zoom In, 6. Zoom Out, 7. Identify, 8. Selection, 9. Select By Location / Buffering, 10. Clear All Selections, 11. Measure, 12. Print

Reference Map: zoom

1. **Reset Map** – This will reset the map back to starting conditions, including map view and layer visibility, clearing all selections and reports.
2. **Zoom In** – Click and drag a box on the map to define the bounds for zooming. Also, a single click will zoom in one step.
3. **Zoom Out** – Click and drag a box on the map to define the scale to zoom out. A small box will zoom out to a larger extent. Also, a single click will zoom out one step.
4. **Pan** – A single click will center the map on the spot clicked. Also, you can click and drag the map to pan to a different area on the map.
5. **Zoom to Full Extent** – Zooms the map to the full data extent.
6. **Zoom to Previous View** - Zooms to map to the previous view extent.
7. **Identify** – View details about features in a map layer.
8. **Selection** – Select features on a map. You must specify a layer, selection type, and selection shape. Then draw the shape on the map to select features and to display the attributes of the selected features.
9. **Select By Location / Buffering** – Select map features based on their proximity to other features. You may select features within a specified distance or just those that overlap the currently selected features in the map layer. Specify the layer to select from, the type of selection, the distance to search, and the layer to search around, and click 'Find It'.
10. **Clear All Selections** – Clears selections in ALL map layers.

- 11. **Zoom to Specified** – Zoom map to extent of selected features in the current active layer.
- 12. **Measure Distances / Area** – Click points to measure distances on the map and double click to finish the measurement. Distances will be displayed on the map until a new measurement is started or a new tool is selected. Checking 'Area' will show the area of a polygon once three or more points have been clicked. Changing the units of measure will allow measurements in feet, meters, miles, or kilometers.

Additional Tools



- 1. **Add Annotation to the Map** – Specify a graphic type and draw it on the map (point, line, polygon, and text). To specify a text label, click on the map and it will be placed. The symbol's type and color can be specified when using the menu.
- 2. **Clear Map Annotations** – Clears all annotations from the map.

Images and Overlays



Berrien County, MI - GIS Online

1. Base Map – This is the primary map that the data is plotted. This is the default map if another image or overlay is not specified.
 2. 1996 Aerials – Aerial orthophotography obtained in 1996. See <http://www.berriencounty.org/?dept=20&pid=444> for all metadata. ***
 3. 2005 Aerials – Aerial orthophotography obtained in 2005. See <http://www.berriencounty.org/?dept=20&pid=445> for all metadata. ***
 4. Commissioner Districts – Displays the Berrien County Commissioner Districts areas and their corresponding district number.
 5. FEMA 2005 Flood Zones – Displays the flood zone areas adopted by FEMA in April of 2005. ***
 6. Land Use (MIRIS 2001) – Data obtained from Michigan Resource Information System. ***
 7. Schools and Districts – Displays school districts and school locations.
 8. Soils (USDA) – Displays soil data collected in 2002 by the USDA. ***
 9. Wetlands Classes – Displays class data from the National Wetland Inventory (NWI) obtained from the US Department of Fish and Wildlife. ***
 10. Wetland Systems – Displays system data from the National Wetland Inventory (NWI) obtained from the US Department of Fish and Wildlife. ***
 11. Zipcodes – Displays zipcode areas and zipcode numbers within the County.
- *** Layers are only available when logged on as a Power User. (see Account Types for details about the Power User Account) ***

Optional Layers



Berrien County, MI - GIS Online

Map Layers Legend Map Tools Find a Location Query/Select Maps/Reports Settings

Current Selection

Update the Map!

Update Map Automatically

Images and Overlays

Base Map

Some layers may only be visible at certain scales! (like Aerial Photography) Zoom in on the map if you cannot see a layer you have turned on.

Optional Layers

- Elevation Contours (USGS)
- Parcels
- Parks
- Points of Interest
- Public Land Survey
- Renaissance Zones
- Transportation
- Water Features

Update the Map!

Expand the Manila Folders!

Optional Layers

- Elevation Contours (USGS) → **Elevation Contours** – Obtained from the USGS.
- Parcels → **Parcels**–Displays parcel boundaries. For available attribute data, see **'Parcel Data'** below ****/****
- Parks → **Parks** – Displays County, State, Local Municipal and Privately owned parks and open spaces.
- Points of Interest → **Points of Interest** – Shows several points of interest within the County as indicated below:
 - Municipal/Governmen → Displays: County and local municipal buildings, post offices and libraries.
 - Emergency Response → Displays: police, fire, and ambulance service locations.
 - Services → Displays: hospitals, senior centers, hospice, pharmacies, financial inst., radio stations, gas st.
 - Tourism → Displays: transportation centers, hotels, wineries, restaurants, bars & taverns
 - Miscellaneous → Displays: apartment complexes, churches, schools
- Public Land Survey → **Public Land Survey** – Shows Town/Range and sections of each municipality.
- Renaissance Zones → **Renaissance Zones** – Displays those areas defined as renaissance zones. *******
- Transportation → **Transportation** – types indicated below:
 - Roads and Highways → Displays: roads and highways
 - Road Names → Displays: road names
 - Highway Shields → Displays: highway shields
 - Non-Motor Routes (MDOT) → Displays: non-motorized routes defined by MDOT
 - Railroad → Displays: current railroads
- Water Features → **Water Features** – Shows various hydrological systems indicated below:
 - Lakes and Rivers → Displays: lakes and rivers
 - Streams → Displays: streams
 - Drains → Displays: County Drain System as defined by the County Drain Commissioner *******
 - Lake Michigan → Displays: Lake Michigan

Update the Map!

** Layers available when logged on as a Basic User or *** Power User. (see Account Types for details about the Basic & Power User Account)

Parcel Attribute Data (see 'Parcels' layer above)

The 'Parcels' layer has the following attributes associated with it:

- Parcel Tax Identification Number (PIN)
- Property Address (if available)
- Property Street (if available)
- Taxpayer Name
- Taxpayer Name 2 (space for additional taxpayers)
- Taxpayer Address
- Taxpayer City
- Taxpayer State
- Taxpayer Zip Code
- Acreage (If available)
- Homestead Percentage
- School District Designation Number
- Map Number (office use only)
- Tax Year
- BOR Value (Board of Review)
- Taxable Value
- Equalized Value
- Owner Name (If applicable)
- Owner Address (if applicable)
- Owner City (if applicable)
- Owner Zip Code (if applicable)
- Land Use Code (if applicable)
- Plate Number (office use only)
- Liber – Register of Deeds book number
- Page – Register of Deeds page number
- Legal Description – Description of property as it appears on tax records.

Find a Location Menu



Berrien County, MI - GIS Online

The screenshot shows the 'Find a Location' menu with the following items:

- 1 Find By Parcel Tax ID
- 2 Find By Address
- 3 Find By Owner Name
- 4 Find By Section
- 5 Add a Point on Map by Lat/Long
- 6 Clear Lat/Long Points
- 7 Click on Map for Lat/Long Coords

The interface also includes a 'Map Layers' panel on the left with options like 'Update the Map!', 'Update Map Automatically', 'Images and Overlays', and 'Optional Layers'. The map shows various locations in Berrien County, including Benton Harbor, Shoreham, Stevensville, Eau Claire, Baroda, Berrien Springs, Buchanan, Niles, Grand Beach Michiana, Three Oaks, Galien, and New Buffalo. Major roads like I-94, I-196, and M-140 are visible. A scale bar and north arrow are also present.

1. Search for a parcel or property by its tax identification number. You may enter all or part of the number. Be sure to format your number the same as the sample given, including all dashes.
2. Search for a parcel or property by its street address. You can search just by street name or just by house number or both. For the best results, omit directionals and types of streets (ex. "MAIN" instead of "MAIN ST W"). **An address will not appear if it is not registered or entered into Berrien County's Tax Information System.**
3. Search for a parcel or property by its owner or taxpayer name. For the best results, only enter the last name. Partial name entries also work for searching.
4. Find an area based on its section. Enter Town/Range and Section information. The map will zoom to that location.
5. Add a point to the map using latitude and longitude coordinates (decimal degrees). The point can be customized by point type, size and color. If a label is specified, it will display next to the point,
6. Clear latitude and longitude points. This will clear any latitude and longitude points displayed on the map.
7. Click on the map to display latitude and longitude coordinates. Coordinates of the current mouse position on the map (in the map's data units) are always displayed in the status bar located in the lower left of the browser window.

Query/Select Menu



Berrien County, MI - GIS Online

The screenshot shows the GIS Online interface for Berrien County, MI. The 'Query/Select' menu is open, and six red callouts with arrows point to the following options:

- 1 Identify
- 2 Select
- 3 Select By Attribute
- 4 Select By Location
- 5 Clear All Selections
- 6 Display Current Selection

The interface includes a top navigation bar with 'Map Layers', 'Legend', 'Map Tools', 'Find a Location', 'Query/Select', 'Maps/Reports', and 'Settings'. On the left, there are panels for 'Current Selection', 'Update the Map!', 'Images and Overlays', 'Optional Layers', and 'Reference Map'. The main map area shows a map of Berrien County with various roads and features labeled, including Benton Harbor, Shoreham, Stevensville, Baroda, Berrien Springs, Buchanan, Niles, Grand Beach Michiana, and Three Oaks. A scale bar at the bottom indicates 99913ft.

1. **Identify** – View details about features in a map layer.
2. **Selection** – Select features on a map. You must specify a layer, selection type, and selection shape. Then draw the shape on the map to select features and to display the attributes of the selected features.
3. **Select By Attribute** – Search for the map feature by querying the database. You can build your own custom queries on one or more attributes. Queries will last during your current mapping session. You can combine queries for more specialized searches. Check the queries you want to use and then specify the type of selection (using 'and' or 'or'). You can add to your current selection or create a subset of your current selection. In the dropdown menu specify 'New Selection', 'Add to Selection', or 'Select from Current Selection'.
4. **Select By Location / Buffering** – Select map features based on their proximity to other features. You may select features within a specified distance or just those that overlap the currently selected features in the map layer. Specify the layer to select from, the type of selection, the distance to search, and the layer to search around, and click 'Find It'.
5. **Clear All Selections** – Clears selections in ALL map layers.
6. **Display Current Selection** – Zooms to the selected features of the active layer.

Maps/Reports Menu



Berrien County, MI - GIS Online

1. **Create a Printable Map** – PDF formatted maps allow you to specify size, orientation, title, and other parameters for printing. **PDF maps can be printed but should also be saved to your computer for future reference!**
2. **Create a Report or Mailing List** – There are several reports to choose from. A 'Simple Report' will display your current selection and attribute information related to your selection on simply designed layout. A 'Create Owner Mailing List' will create a report that lists the current taxpayers and their addresses for the current selection. A 'Create Occupant Mailing List' will display the parcel identification number and property addresses of the current selection. **All reports allow a user to use the *Select All* and *Copy* tools within the *Edit* menu so you can display your data in your favorite mail merge software!**