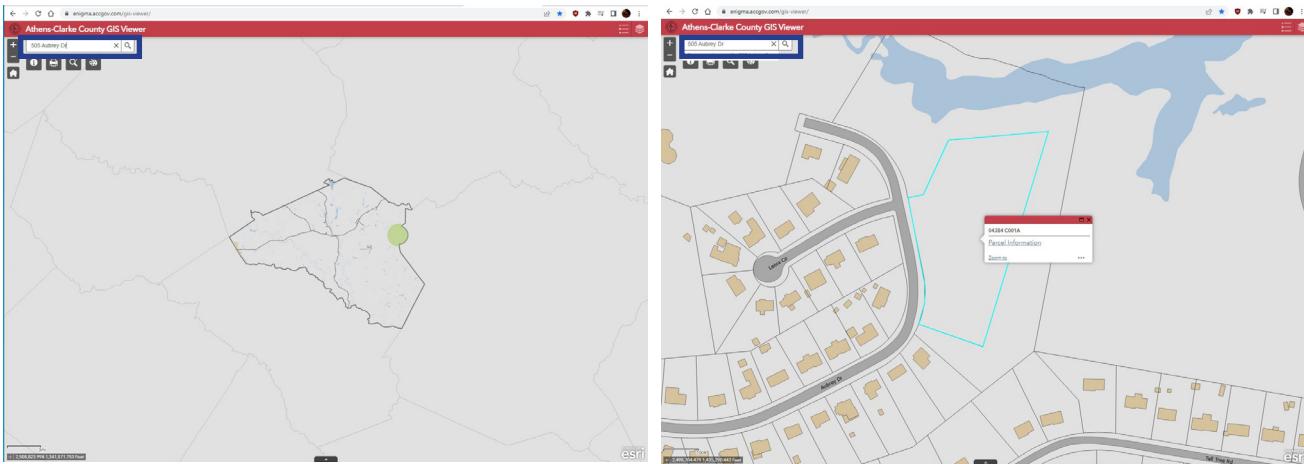


There are two GIS Viewers you can use to create a site plan:

- <https://enigma.accgov.com/pla-gis/>
- <https://enigma.accgov.com/gis-viewer/> - Used for this tutorial

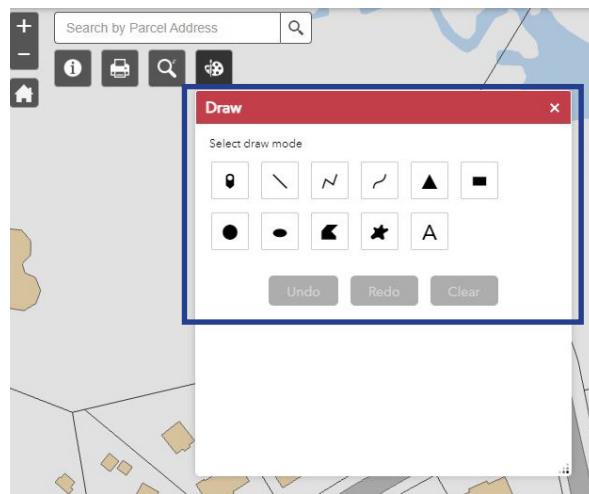
Enter your address into the search bar in the top left



The drawing and Printing tools can be found under the address search bar



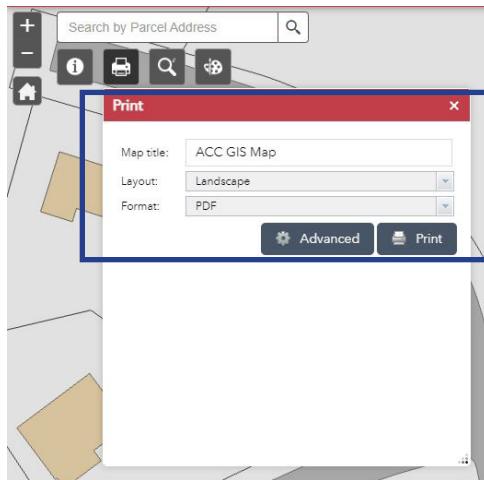
The Drawing tools can be used to create a site plan digitally.



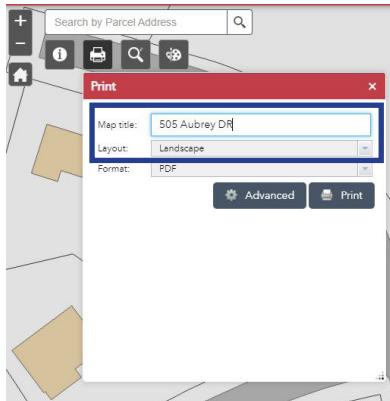
However, if you would prefer to draw the site plan by hand, you can print out a blank map using the Print tool.

If the GIS Viewer is experiencing technical issues, please email Amy Saxton (Amy.Saxton@acgov.com)

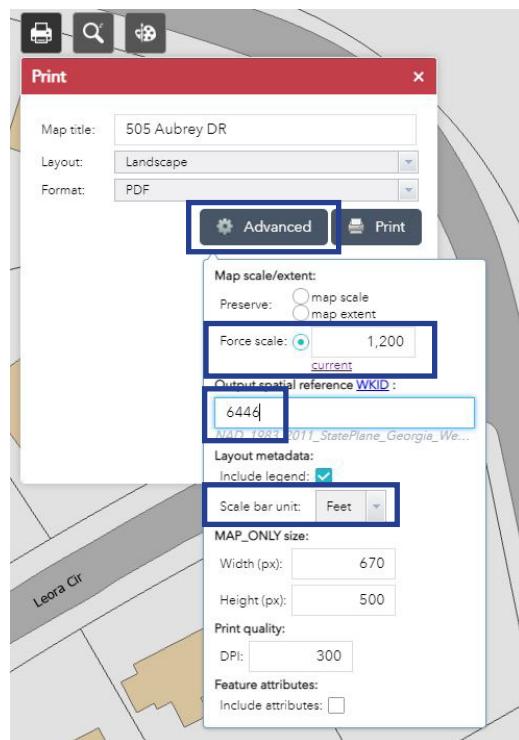
To generate a map template, select the Print tool.



You can change the name of the map by filling in the Map Title bar. You can also change the map layout to Landscape or Portrait here.



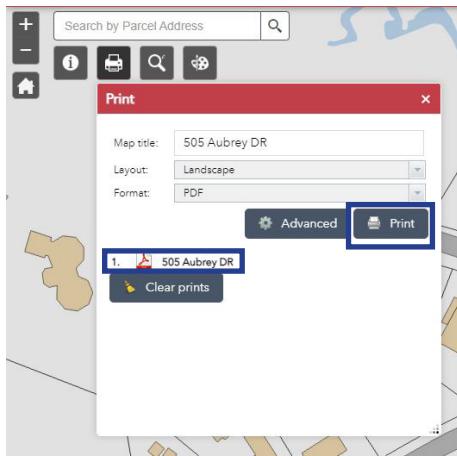
Select the Advanced option button to adjust the map scale. Change the WKID number to **6446** and select Force Scale to make a map at the scale you want. The following list can be used as a reference on what numbers to type in the Force Scale bar.



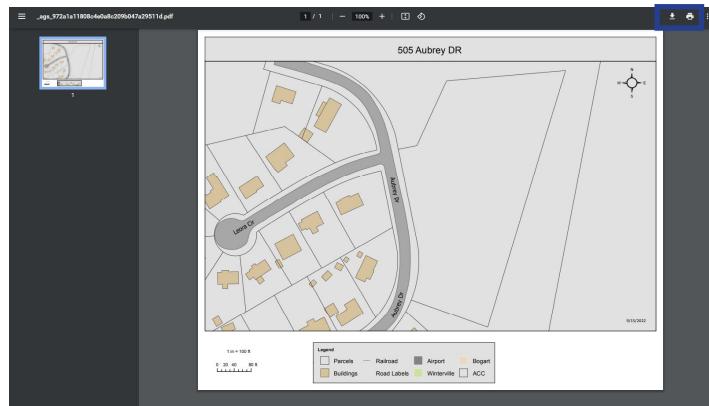
To get 1" = 30' type 360  
To get 1" = 40' type 480  
To get 1" = 50' type 600  
To get 1" = 60' type 720  
To get 1" = 100' type 1,200

Make sure to adjust the scale bar unit to your preferred unit! In this case, I'd recommend using feet

Hit Print to generate a map of your property. You may have to generate a few versions to properly fit your entire lot in the map. Feel free to adjust the layout from Landscape to Portrait to fit your lot's orientation.



Selecting the map generated will take you to another page where you can download the map document or directly print it.



If you've already created a site plan using the digital drawing tools, you're all done! If you're creating the site plan by hand, use a ruler and draw any of the following features on your property, if relevant:

- Property boundary lines
- All existing & proposed structures & buildings
- All roads (labeled) adjacent to the property
  - Future right-of-way line
- Transportation Corridor Concept Map Projects
  - Setback lines
  - Percent of lot coverage
  - Environmental areas
  - Building height
- Location, type & output of all exterior lighting
  - Proposed driveways / curb cuts
    - Drive aisle width
    - Parking spaces
  - Sidewalks (existing/proposed)
  - Street trees (existing/proposed)

See the last page for a basic example of a hand drawn site plan.

505 Aubrey DR

$$1 \text{ in} = 100 \text{ ft}$$

0 20 40 80 ft

### Legend

	Parcels		Railroad		Airport		Bogart
Buildings		Road Labels		Winterville		ACC	

