

MapIT User Guide

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What is MapIT?

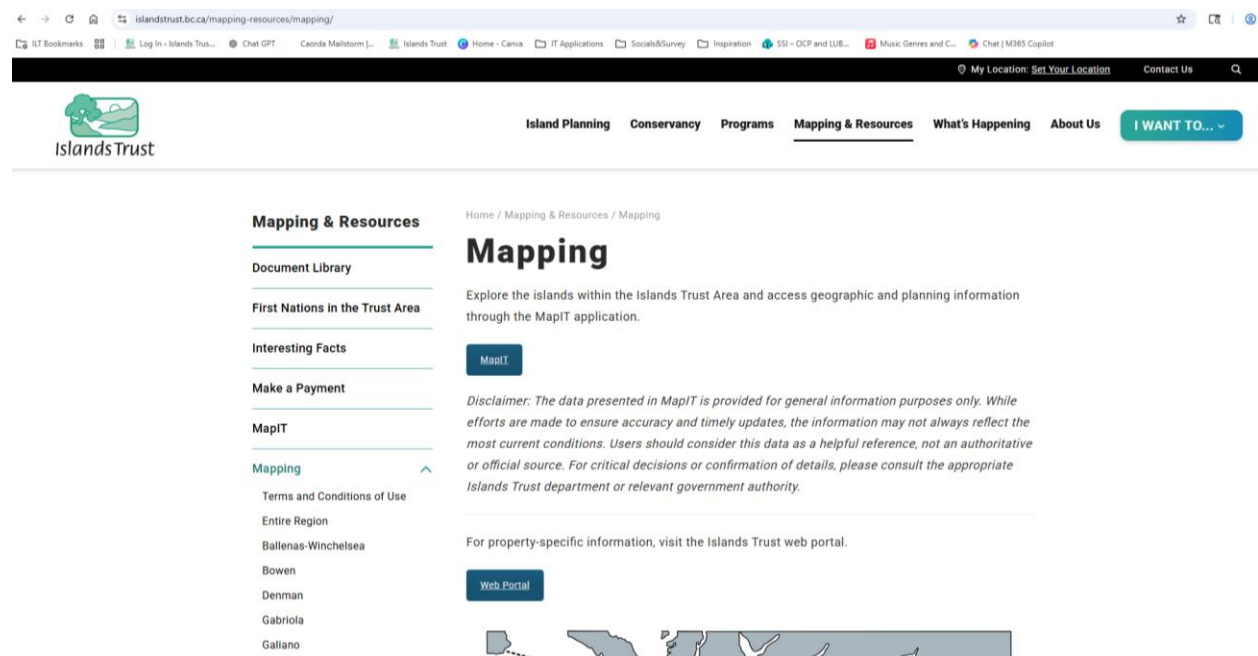
MapIT is a public-facing mapping application developed by Islands Trust. It provides access to a variety of Islands Trust and provincial government datasets, which are updated regularly and maintained by Islands Trust staff. The purpose of this application is to offer accessible geographic and planning information to individuals and organizations with an interest in the Islands Trust Area.

Disclaimer:

The data presented in MapIT is provided for general information purposes only. While efforts are made to ensure accuracy and timely updates, the information may not always reflect the most current conditions. Users should consider this data as a helpful reference, not an authoritative or official source. For critical decisions or confirmation of details, please consult the appropriate Islands Trust department or relevant government authority.

Navigating to MapIT

MapIT is located on the Islands Trust website under *Mapping and Resources > Mapping*: <https://islandstrust.bc.ca/mapping-resources/mapping/>.



The screenshot shows the Islands Trust website's 'Mapping & Resources' page. The navigation menu includes 'Island Planning', 'Conservancy', 'Programs', 'Mapping & Resources', 'What's Happening', and 'About Us'. The sidebar on the left lists 'Mapping & Resources', 'Document Library', 'First Nations in the Trust Area', 'Interesting Facts', 'Make a Payment', 'MapIT', and 'Mapping'. The main content area features a 'Mapping' heading, a description of the application, a 'MapIT' button, a disclaimer, and a 'Web Portal' button. A map of the Islands Trust Area is visible at the bottom of the page.

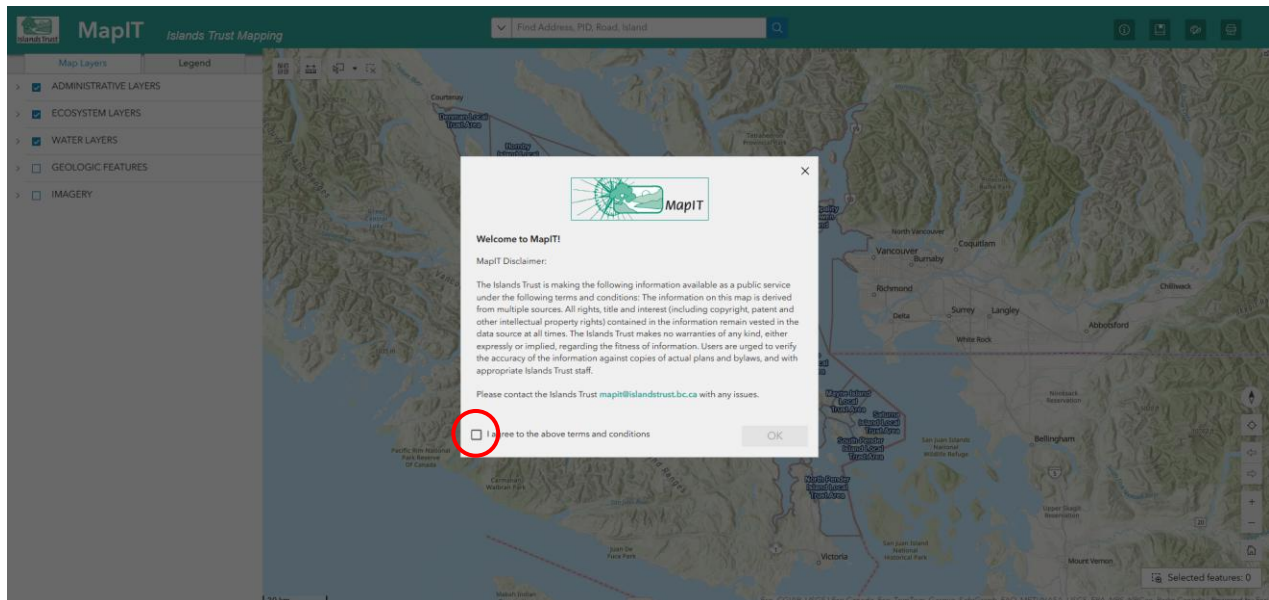
MapIT Support

If you have questions, concerns, or need support with MapIT, please contact:

Email: mapit@islandstrust.bc.ca

Splash Screen

The MapIT splash screen serves as a brief introductory window that appears when the application is first opened. It provides users with important information about the purpose of MapIT, the types of data included, and any key notices or updates relevant to the mapping platform. The splash screen also highlights essential disclaimers to ensure users understand the intended use of the data and directs them to additional resources if more detailed or authoritative information is required.



In order to use the application, users must agree to the conditions. Users who have questions, need assistance, or wish to report an issue will also find contact information on the splash screen, enabling them to reach Islands Trust staff directly.

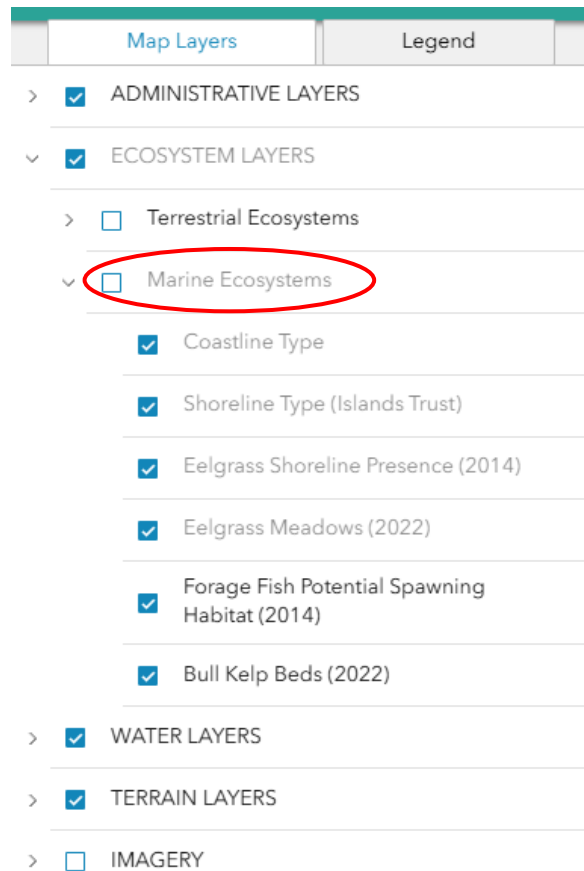


Islands Trust

Navigating MapIT

The screenshot displays the MapIT web application interface. At the top, there is a search bar with the placeholder text "Find Address, PID, Road, Island or Longitude & La...". Below the search bar is a toolbar containing icons for Measure Tool, Select/Clear Tool, Property Information Report Tool, Bookmarks, Draw Tool, User Guide, Print Tool, Map Coordinates, and Overview Map. On the left side, there is a "Map Layers" panel with a legend and a list of layers: ADMINISTRATIVE LAYERS (checked), ECOSYSTEM LAYERS, WATER LAYERS, TERRAIN LAYERS, and IMAGERY. The main map area shows a topographic view of the Pacific Northwest coast of Canada, with various islands and land parcels labeled. On the right side, there is a vertical toolbar with icons for Reset Map Orientation, Find My Location, View Extents, Zoom In/Out, and Default Map View. At the bottom right, there is a "Zoom to Selected Features" button and a "Selected features: 0" indicator. The bottom of the map shows a scale bar for 50 km and 20 mi, and a copyright notice: "Esri, USGS | Esri Canada, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, NRCan, Parks Canada. Powered by Esri".

Map Layers and Legend



This is where you'll be able to turn on and off layers and view the legend. The legend only displays layers that are **visible**.

The tabs at the top: *Map Layers* and *Legend* allow you to switch between the two.

To turn on layers: drop down to the layers of interest (using the little grey arrows) → select the square beside the layer so there is a check mark. Data layers are grouped by subject matter and you must ensure the group that they are a part of, including the master group, is checked. i.e. *To display 'Bull Kelp Beds (2022)'*, you need to ensure there is a check mark for each level, that is, *'Bull Kelp Beds (2022)'*, *'Marine Ecosystems'*, and *'ECOSYSTEM LAYERS'*

To turn off layers: de-select the check mark.

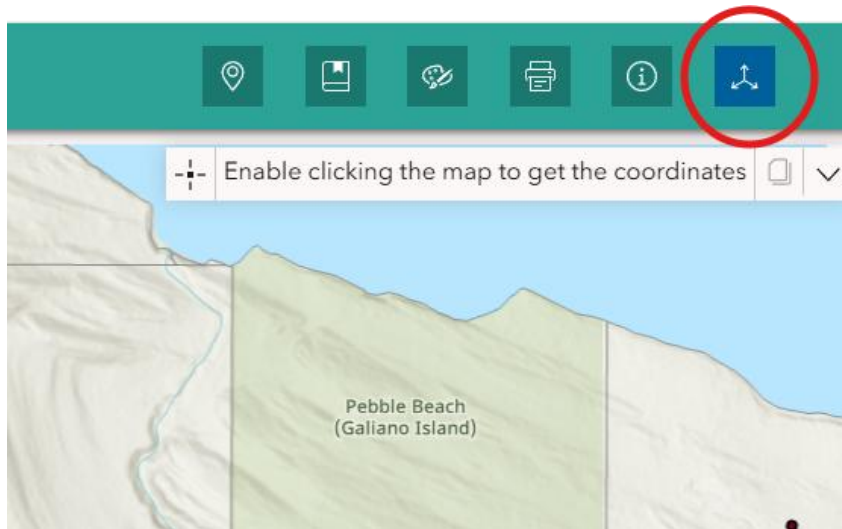
Some layers will appear 'off' or 'greyed out' – see *Marine Ecosystems* section. This is due to

scale dependency constraints. As you zoom in/out of the map, different layers will become available to turn on.

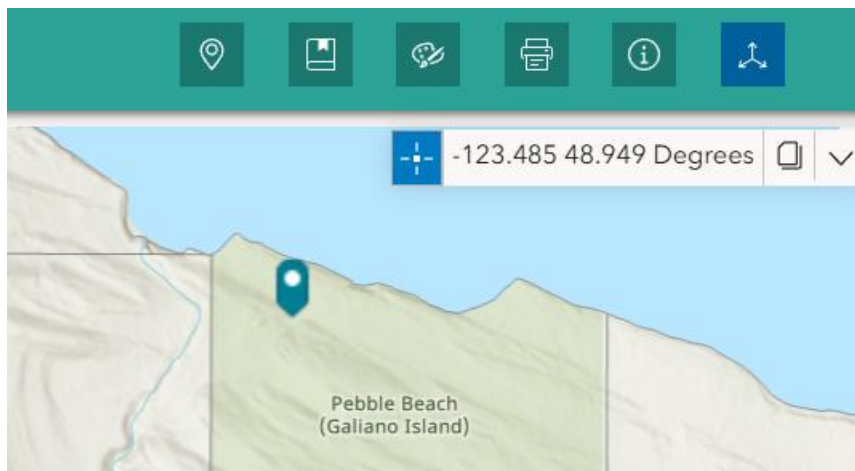
Note: Not all layers have data in all trust areas. i.e. the *'Steep Slopes'* layer under *'TERRAIN LAYERS'* does not cover Denman, Hornby, or Lasqueti Islands.



Map Coordinates



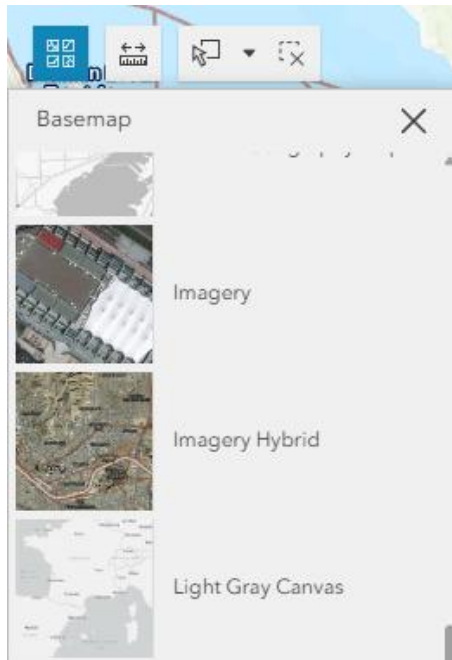
By turning on the crosshairs on left of the tool, you are enabling the map to produce coordinates in a specific spot.



Once the crosshairs are selected, select any spot on the map, the coordinates will display in the coordinates bar in latitude/longitude. A user can copy the coordinates for later use, or reference. Make sure to click the crosshairs again to turn off the coordinate tool and

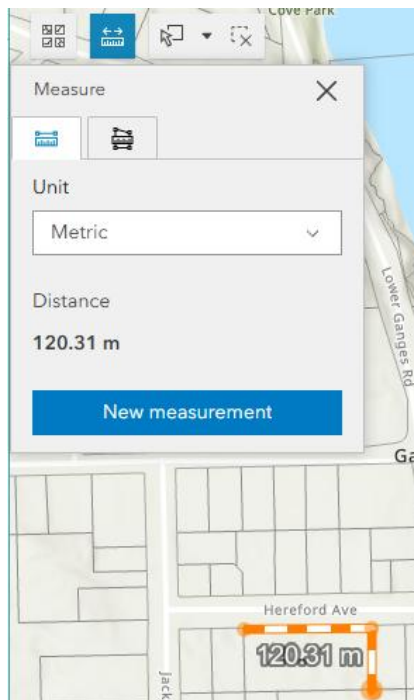
navigate the map as usual.

Base Maps



This is where the base map can be changed. Keep in mind, if you are looking for our Islands Trust imagery, that is located in the **layers**.

Measure Tool



The measure tool has two tabs – *measure lines* and *measure area*.

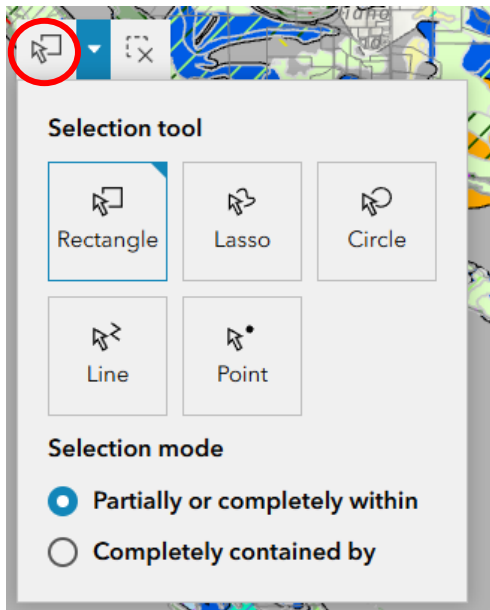
This tool provides only approximate measurements, and should be used for reference only.

While making measurement, the arrow keys can be used to move the map frame if the measurement is larger than the screen area.

The units can be changed.



Select Tool / Zoom to Selected Features



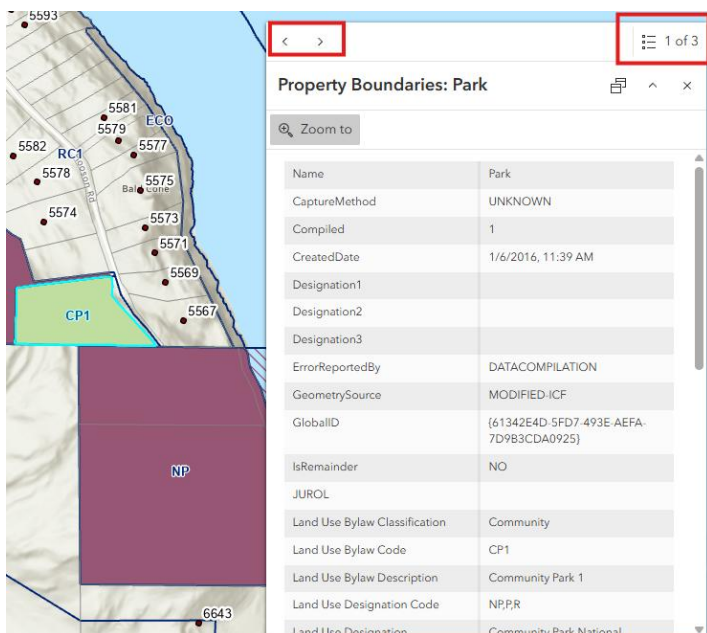
To start a selection, you can either click the tool (square with mouse cursor) or click the drop-down arrow beside it for more options. There are 5 different ways to select layers in the select tool and 2 different modes.

Make a selection on the map and it will select all layers that are turned on that are within that selection.

In the bottom right corner of the map shows how many features are selected in the area. This is helpful if the layers are stacked. If you press this button, it will zoom to the selected features on the map.

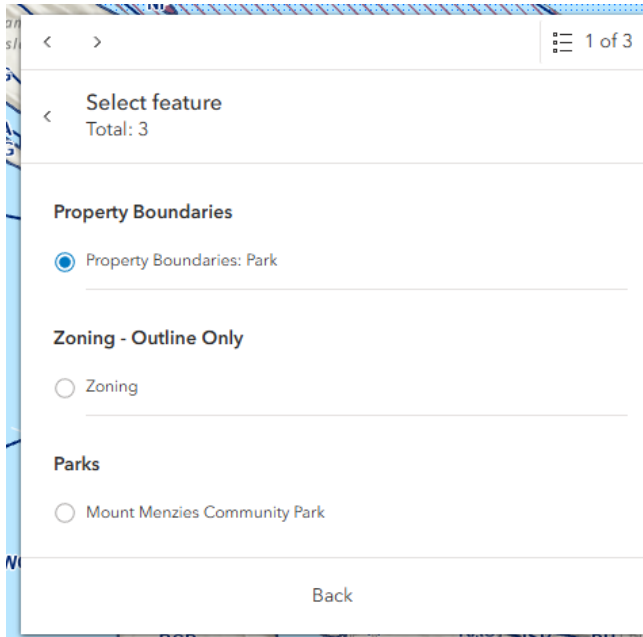


Pop-ups



A pop-up displays when you click a dataset on the map, and will display any relevant information to the feature selected. In the image, the pop-up shows the property boundaries with the relevant attributes associated with it. The top right of the pop-up (highlighted in red), shows a list icon, and displays 1 of 3. This means that the area that was selected, 3 layers were picked up (only picks up layers that are turned on in the layers pane). The user can click the list icon and it will

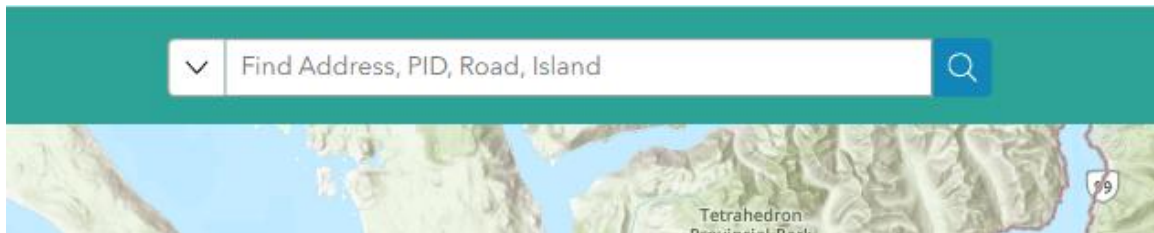
display the 3 layers in list form for the user to toggle between (see image below).



Alternatively, there are arrows in the top left of the pop-up (highlighted in red) that can be used to click to the next selected layer. Keep in mind, that whatever pop-up you are on, the layer that is selected in the map view will change too.

This view allows the user to easily see all of the layers that are selected in an area that is clicked on. This shows that out of the layer that the user has on, where they clicked, has property boundaries, zoning, and parks.

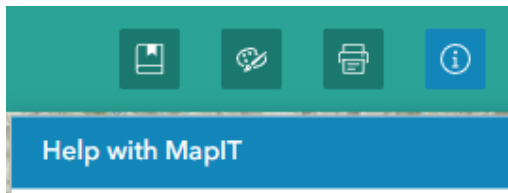
Search Bar



Search by address, Parcel Identifier Number (PID), road, island, or latitude/longitude coordinates (ex. This tool will zoom to the property/area of interest).

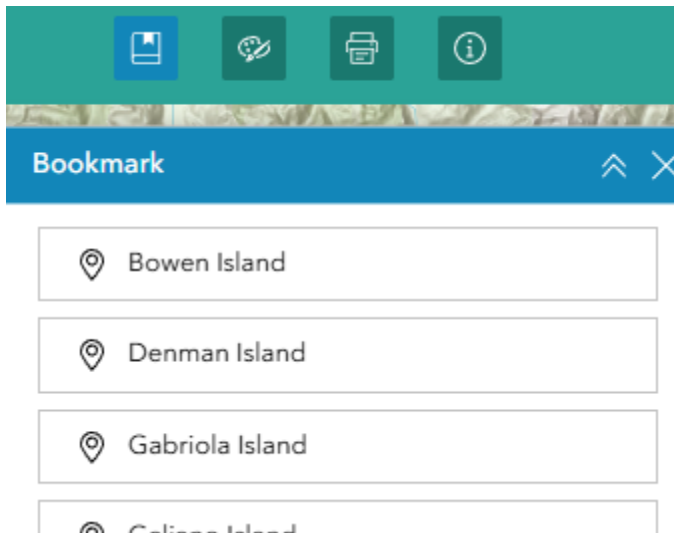
The drop down to the left of the search bar allows you to select if you want to search on all layers or just one of the four options.

User Guide



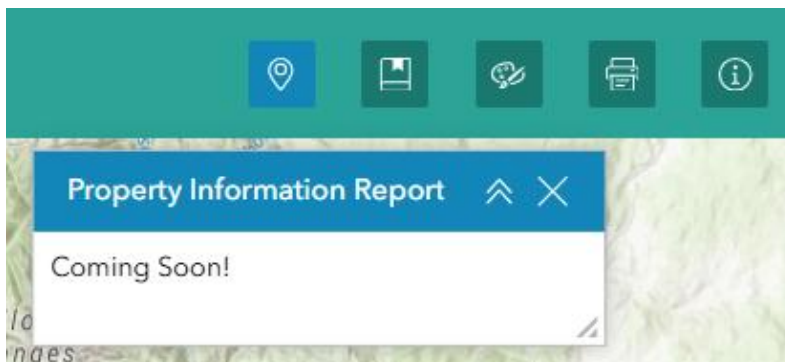
If you need to find this user guide, select the “i”, and click the link

Bookmarks



The bookmark tool has pre-made bookmarks that zoom to each of the major islands.

Property Information Report Tool



Coming soon!


This tool creates a report of a selected property with information about Zoning, Land Value, Improvement Value, Total Value and other pertinent information.

Example Report:

Property Information Report

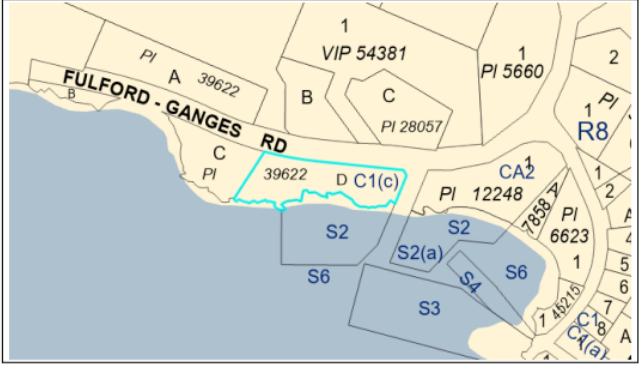
2810 FULFORD-GANGES

Islands Trust
Mapping Department
250-405-5151
mapit@islandsrust.bc.ca



Islands Trust

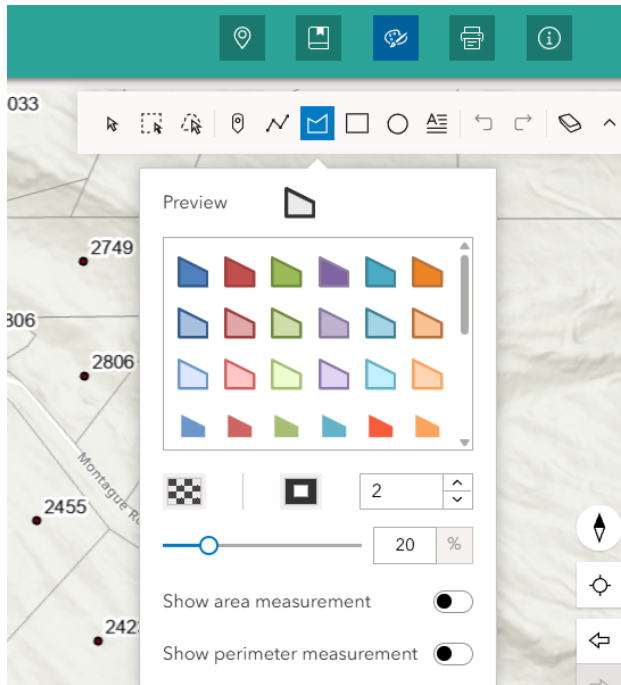
PRINT DATE: 2025-12-04



Property Address:	2810 FULFORD-GANGES	PID:	000-000-299
Assessment Area:	01	Folio:	76400041005
Zoning:	Rural	Regional District:	Capital
Local Trust Area:	SS	Land Value:	██████████
BC Assessment Area (Acres):	1.91 ac	Improvement Value:	██████████
Local Trustees:	Jamie Harris, Laura Patrick	Total Value:	██████████

Legal Description:
 LOT D, PLAN VIP39622, SECTION 14, RANGE 1, COWICHAN LAND DISTRICT, PORTION SOUTH SALT SPRING

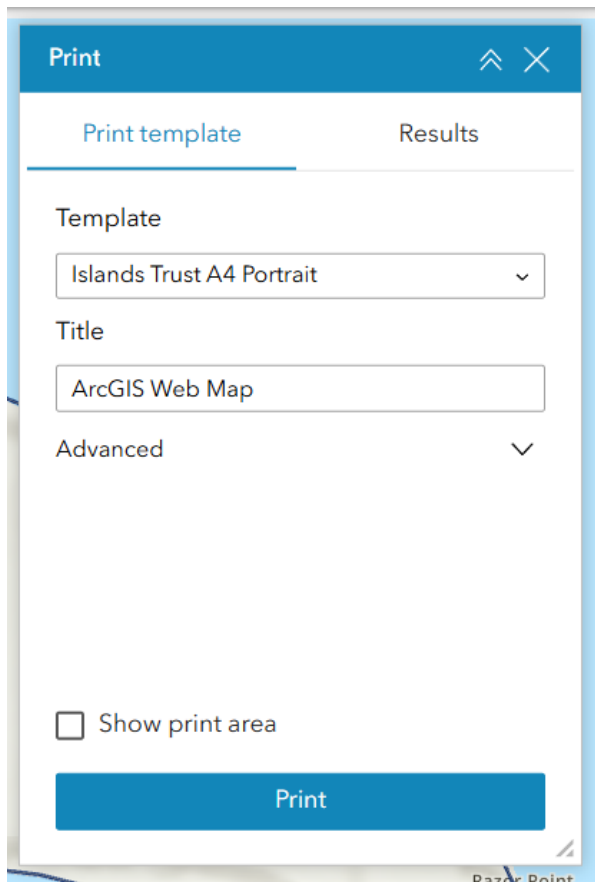
Draw Tool



This tool allows you to temporarily add points, lines, polygons, and text on to the map. You can select, erase, and duplicate the drawings.



Print Tool



In the advanced settings, you can adjust map view by scale, or map extent.

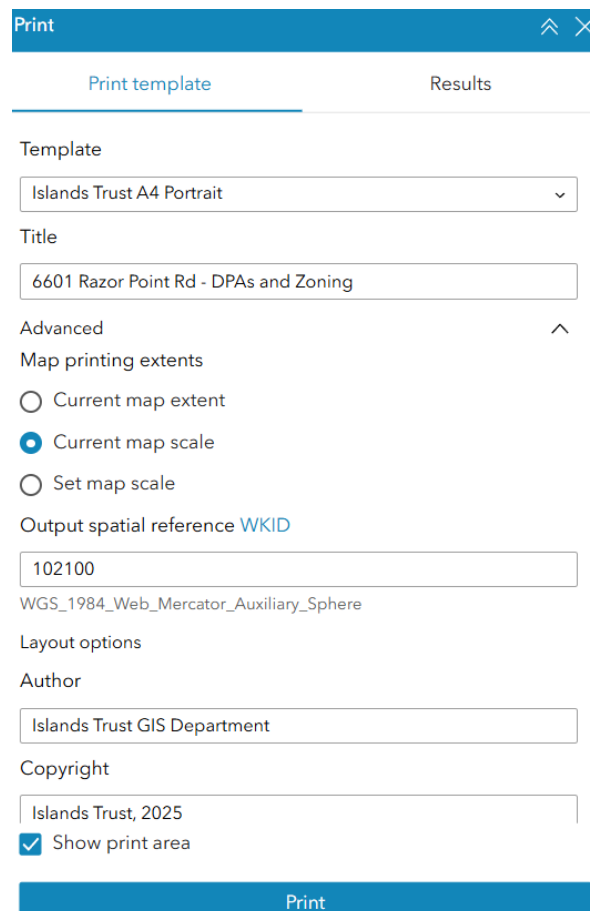
This tool allows you to make quick maps that can export to PDF.

There are a series of out of the box templates – landscape or portrait, and size.

The Title can be changed to fit your map.

The advanced settings drop down is important to explore.

If you tick the “*Show Print Area*”, the map area will display a transparent blue area to display what will be included in your PDF map.





Islands Trust

Author

Islands Trust GIS Department

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Include legend

Include north arrow

Scalebar unit

Meters

Print quality

120

DPI

Include attributes

Show print area

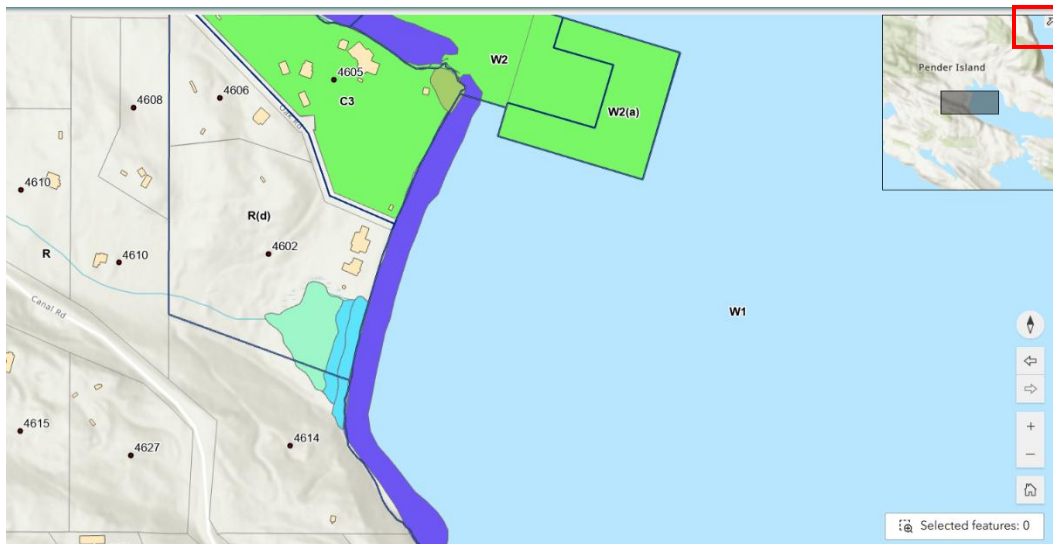
Print

Scroll down in the advanced settings to find “*Include Legend*” and “*Include North Arrow*”, set the scalebar units, and decide print quality. The default is 120 DPI, and should be fine for most maps.

Select “*Print*” when you’ve configured your map. Once it is done, it’ll be under the **results** tab of the print widget. From there, it can be downloaded to your computer.

Note: Once you are done printing, be sure to unselect “*Show Print Area*”, otherwise the print area will still display.

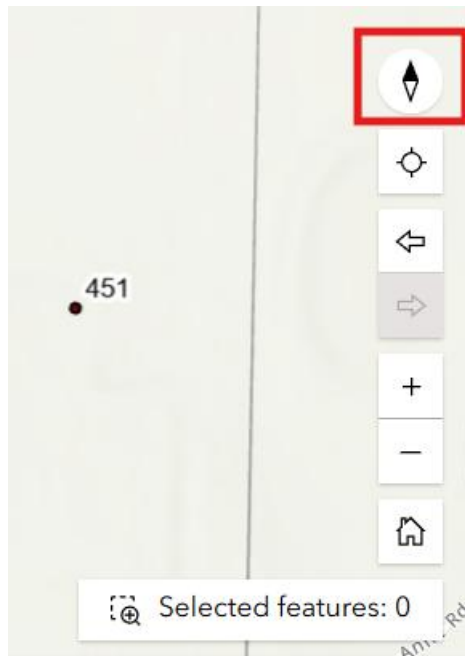
Overview Map



In the top right corner, there is a little arrow. Click that to expand a map that gives context to the area you are zoomed into.



Reset Map Orientation/Map Orientation



This button functions as a compass, and will reset the map orientation if you it's been changed.

To change the orientation, right click (and hold) on the map and move the cursor.

Extent Arrows



The extent arrows allow you to easily toggle back and forth between your recent extents. The back arrow takes you to the previous view, and the forward arrow takes you

to the forward to your last extent.



Default Map View



The default map view will bring the map to the view of the whole trust area (the same extent as the when you first open MapIT). If you press this, all the layers that you have on will stay on, but the

scale will change to the one shown below.

