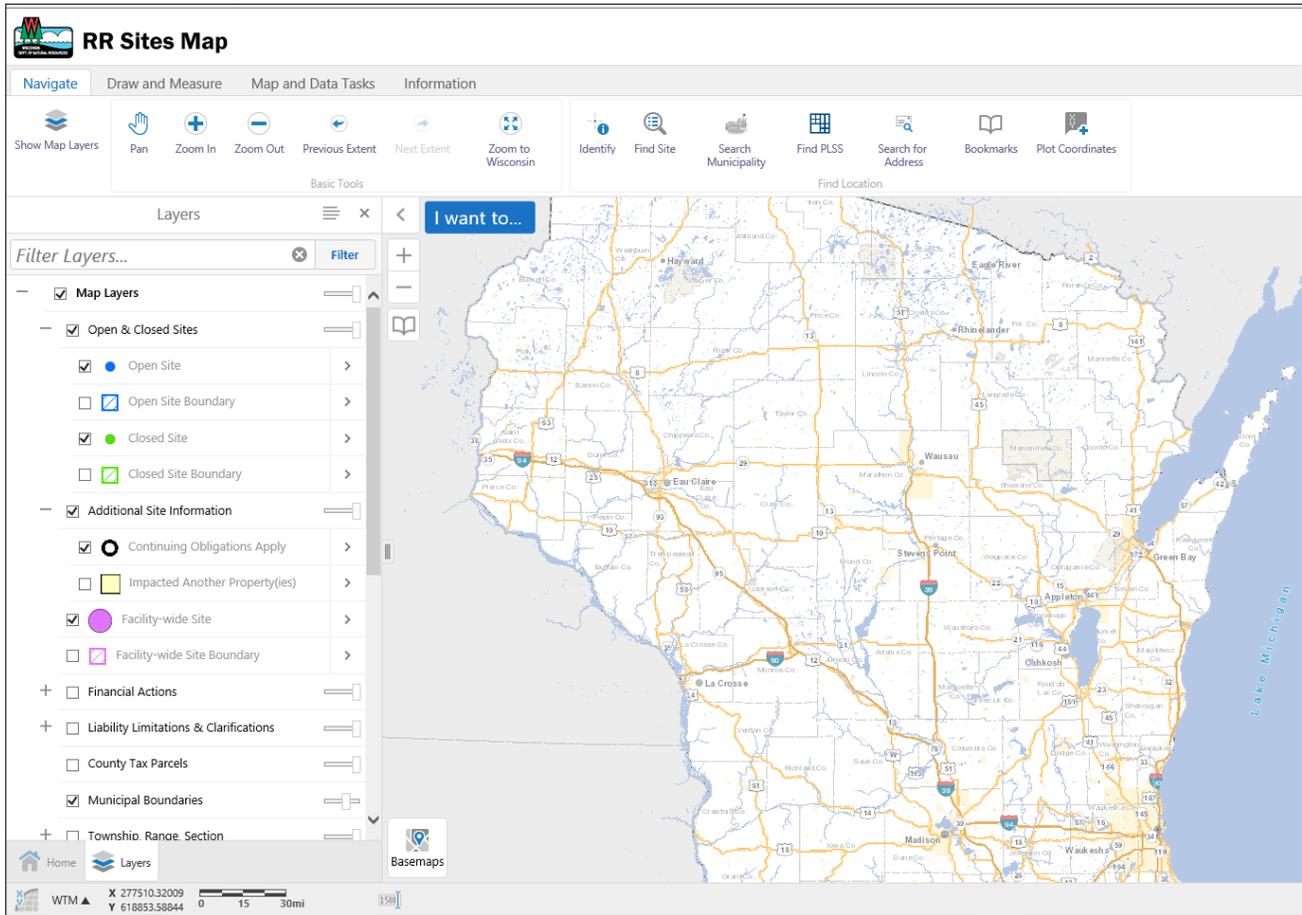


RR SITES MAP USER'S GUIDE



All questions and feedback related to RR Sites Map and this document should be sent to: dnrrrbrrtsfeedback@wisconsin.gov.

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*Certified

This user’s guide is written for the desktop version of RR Sites Map. For assistance with RR Sites Map on phones and tablets please email dnrrbrtsfeedback@wisconsin.gov.

RR Site Map address: <https://dnrmaps.wi.gov/H5/?viewer=rrsites>

About RR Sites Map: <https://dnr.wi.gov/topic/Brownfields/rrsm.html>

BASIC DEFINITIONS

Application Programming Interface (API) – A set of functions and procedures allowing the creation of applications that access the features or data of an operating system, application or other service (i.e., they allow applications to communicate to each other).

Basemap – A data layer in a GIS that contains features with which users can interact; typically all other layers appear above the basemap layers (e.g., aerial, topographic road and water layers).

Buffer – A zone around a map feature measured in units of distance most commonly used in proximity analysis.

Decimal Degrees (DD) – Values of latitude and longitude expressed in decimal format rather than in degrees, minutes and seconds.

Feature – A representation of a real-world object on a map. Features can be either points (e.g., center of sites, well locations), polygons (e.g., parcel boundaries, county boundaries, lake boundaries) or lines (e.g., roads, railroads, streams) found in a layer on the map.

Field – A column in a layer table (very similar to an excel table) that stores a single characteristic for a single feature on the map. An example would be the “Site Name” field in the Open Sites layer.

Geographic Information System (GIS) – A system for capturing, storing, analyzing and managing geographic data and associated attributes which are spatially referenced to the earth.

Layer – The visual representation of a geographic dataset in any digital map environment. Conceptually, a layer is a slice or stratum of the geographic reality in an area and is more or less equivalent to a legend item on a paper map. On a road map, for example, roads, national parks, political boundaries and rivers might each be considered different layers.

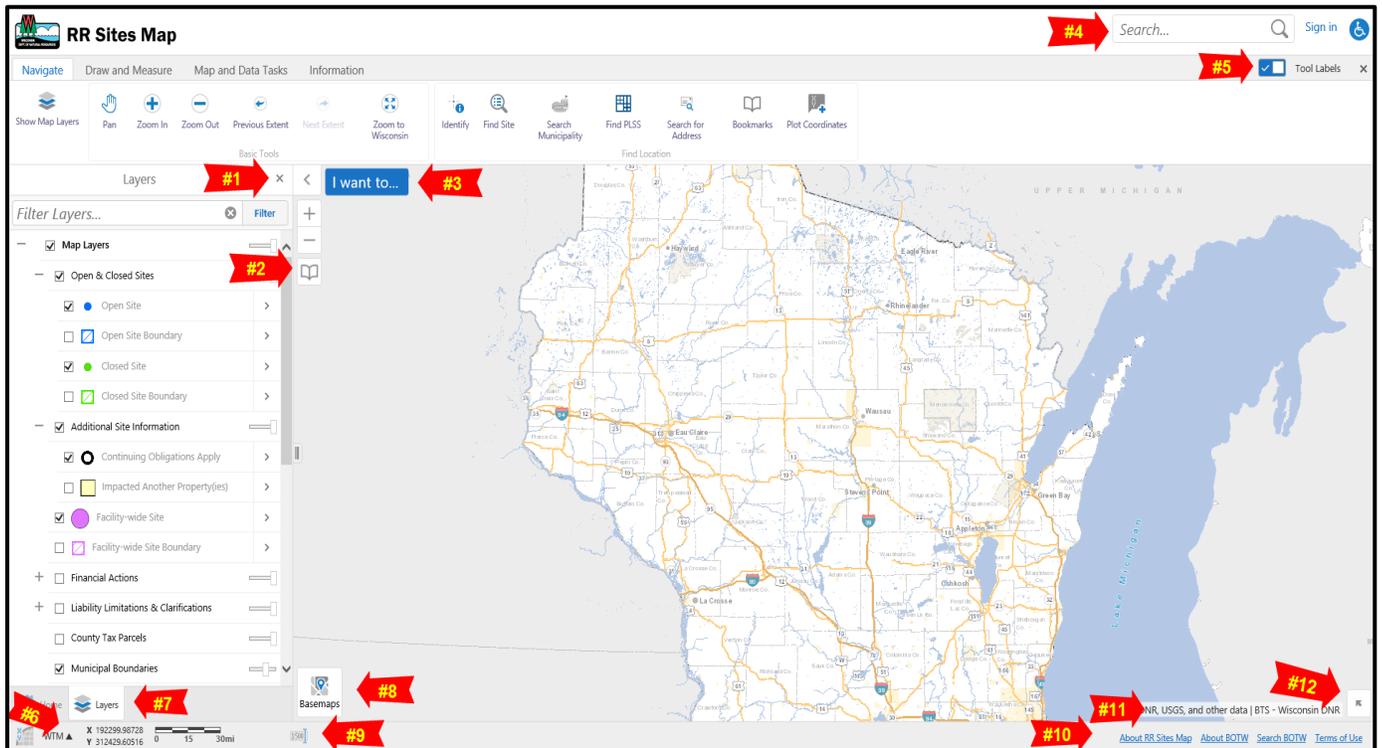
Layer Group – A group of layers organized in a theme. While each layer in the group is unique, they share common characteristics (e.g., Financial Actions). Layer groups are indicated with a “+” or “-” in the RR Sites Map Layer Panel.

Snapping – The process of moving a feature to match or coincide exactly with another point or feature's coordinates when your pointer is within a specified distance (e.g., when drawing shapes on the map your cursor would “snap” to a road line if within tolerance). In short, snapping allows users to trace a feature in another layer on the map.

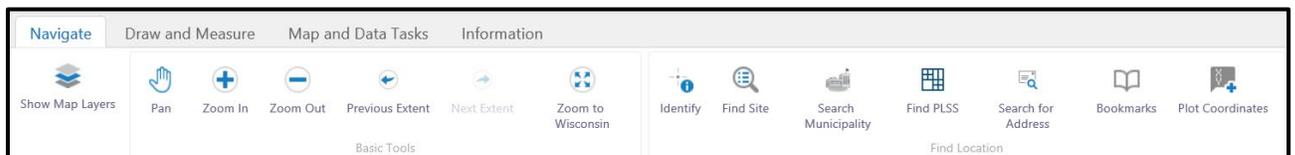
Wisconsin Transverse Mercator (WTM) – A coordinate system. It is a similar system to Universal Transverse Mercator (UTM) but is centered on 90 degrees west. The projection is based on the NAD 1983 HARN (North American Datum 1983, High Accuracy Reference Network adjustment of 1991) datum.

SITE BASICS

Map Overview

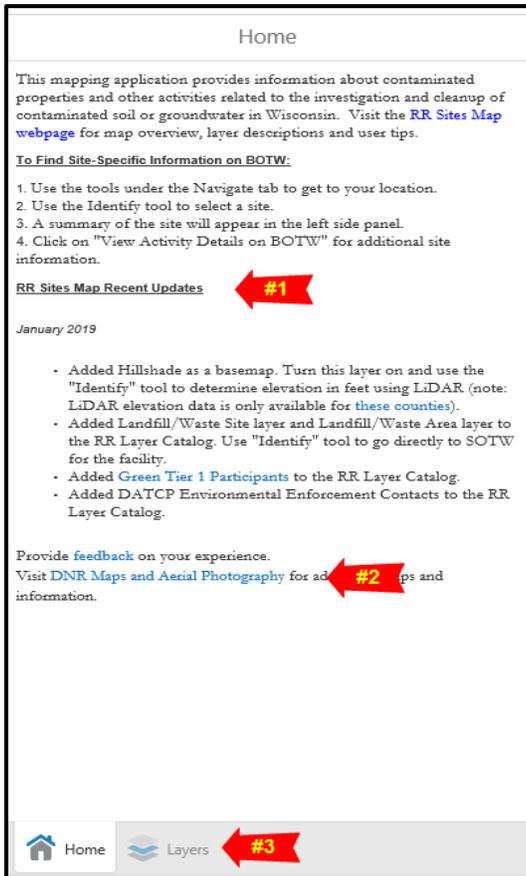


1. **"X" icon** – Closes the current left-hand panel.
2. **Bookmark** – User's previously saved bookmarks. This icon only appears after a bookmark has been created.
3. **"I want to"** – Many of the same tools as in the toolbar, just a different way to access them.
4. **Search Bar** – Searches data layers for specified criteria. See [Search Bar](#) section of this guide for searching tips.
5. **Toolbar Toggle** – Expands and contracts the primary toolbar seen below.



6. **Coordinates** – Clicking on the black upward arrow allows you to change the coordinate reference system. [WTM](#) is default, but Lat/Long ([DD](#)) is the most commonly used system in other online mapping applications.
7. **Open Panels** – Tabs are created for each open panel. [Home Panel](#) is default. Other common panels are [Layers Panel](#) and [Identify Results Panel](#).
8. **Basemap Changer** – Changes the [basemap](#) to image slider, topographic, water and roads.
9. **Scale Input Box** – The Scale Input Box (1:500 icon) allows you to set a specific scale, a useful tool when printing a series of maps.
10. **Important Links** – Provides quick links to Remediation and Redevelopment (RR) Program and RR Sites Map background information.
11. **Source of Data** – Identifies the source of the basemap webservice.
12. **Locator Map** – Shows location of zoomed-in area on the map within the state of Wisconsin.

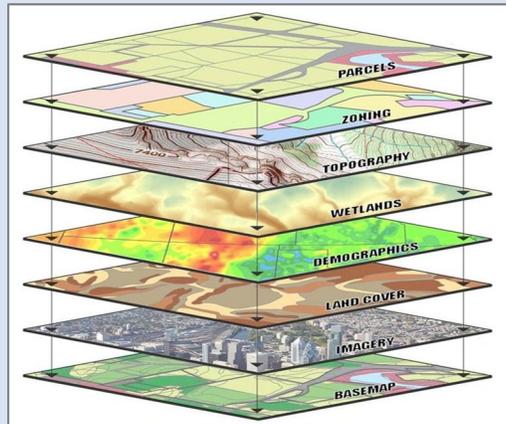
Home Panel



1. **Recent Updates** – As significant updates are made to RR Sites Map, they are posted here often with links to more information.
2. **DNR Maps and Aerial Photography** – Link to other DNR viewer apps and data.
3. **Open Panels** – Quick links to the [Layers Panel](#) and the [Home Panel](#).

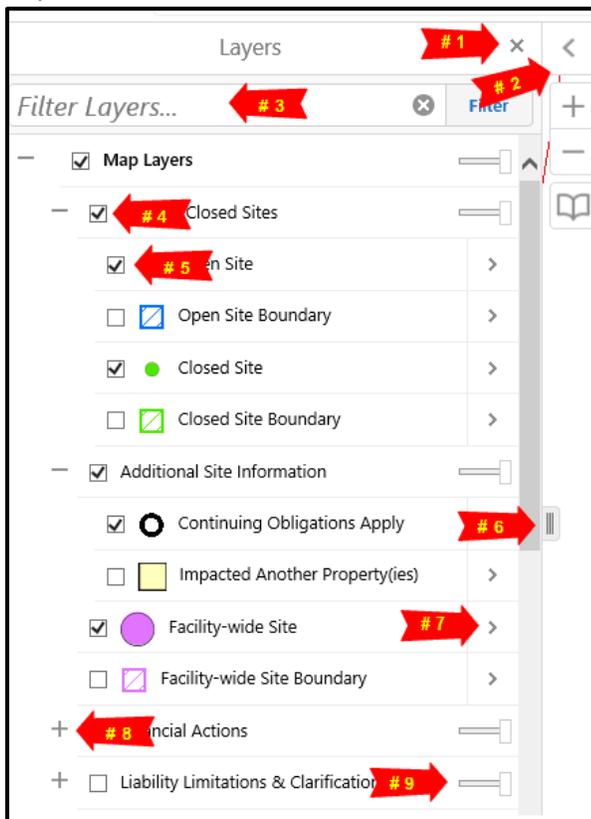
GIS APPLICATION LAYERING OF DATA

RR Sites Map, like other [GIS](#) applications, stacks [layers](#) on top of each other. It is important to keep this in mind when using the application as symbols of layers higher in the [Layer Panel](#) may overlap those in layers lower in the [Layer Panel](#) (e.g., basemaps).

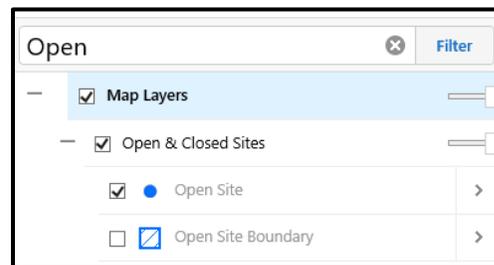


Credit: United States Geological Survey

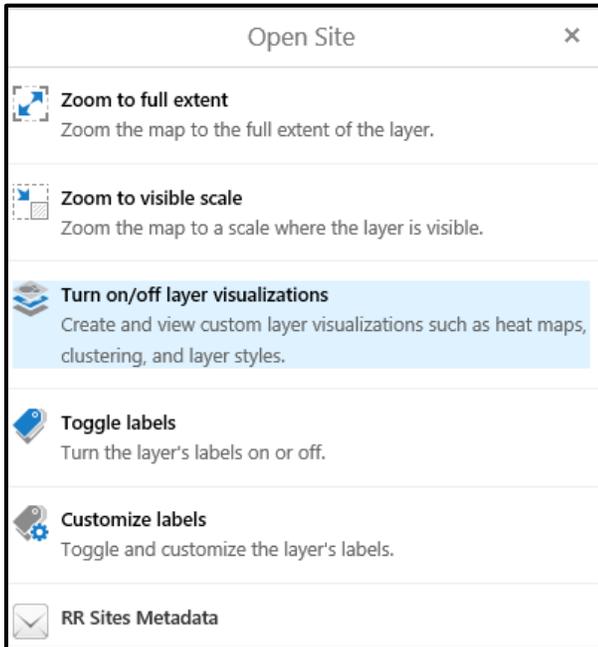
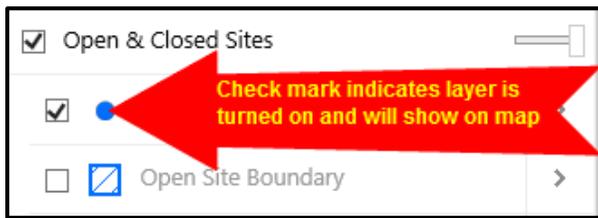
Layers Panel



1. **“X” Icon** – Closes the [Layers Panel](#).
2. **“<” Icon** – Expands/collapses the [Layers Panel](#).
3. **Filter Layers** – Searches all [layer](#) names in [Layer Panel](#) and confines the layer list to specified search criteria. In the example below, entering “Open” confines the layer list to only layers with “Open” in the name.



4. **Layer Group Check Box** – Used to show or not show the [layer group](#) data on the map.
5. **Individual Layer Check Box** – Used to show or not show the individual layer on the map. Note: The layer group and individual layer must both be turned on for the layer to show on the map.

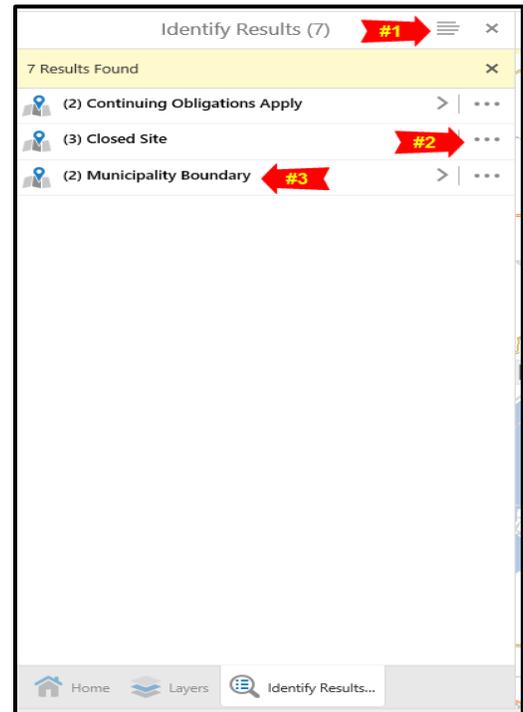


6. **Layer Panel Width Tool** – Expands/contracts width of the [Layers Panel](#).
7. **“>” Icon** – Brings up the Layer Actions Menu (see image below) for the layer you are on.
8. **“+” and “-” Icons** – Expands/contracts list of layers in the layer group.
9. **Transparency Slider** – Adjusts the layer’s opacity.

Identify Results Panel

The Identify Results Panel is only activated after the [Identify Tool](#) has been utilized. It displays the number of [features](#) (in parentheses) from each [layer](#) (in bold) selected using the tool. In the example below, there are seven features identified from three layers: two features in the *Continuing Obligations Apply* layer, three features in the *Closed Site* layer and two features in the *Municipality Boundary* layer.

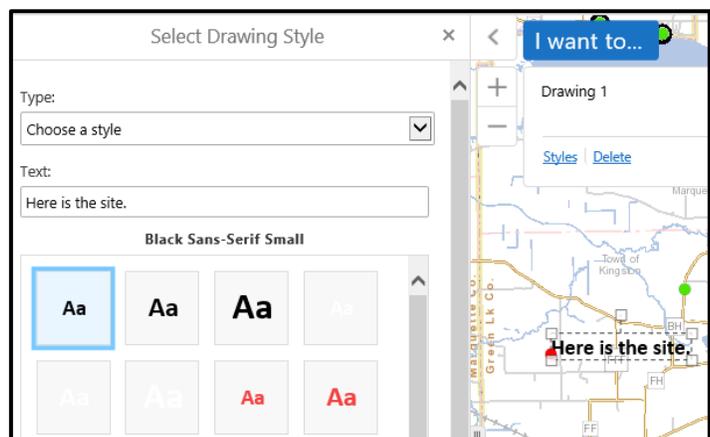
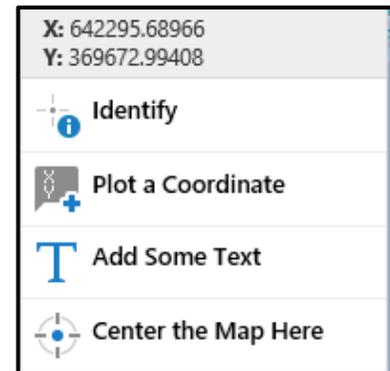
1. **“Four Grey Lines” Icon** – Opens a dropdown menu with options for zooming, [buffering](#) and exporting results for selected feature(s) in [all layers](#).
2. **“Three Grey Dots” Icon** – Opens a dropdown menu with options for zooming, buffering and exporting results for selected feature(s) in an [individual layer](#).
3. **Features and Layers** – Number of features (in parenthesis) and layer name of selected feature. Clicking the layer name will open the detailed results for each selected feature.



Right Click Menu

Users can right click on the map to access the Right Click Menu as seen to the right. The Right Click Menu includes:

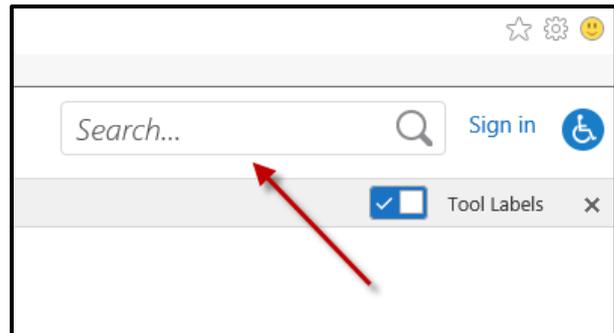
- **X** – Longitude value of cursor. Coordinates are in [WTM](#).
Y – Latitude value of cursor. Coordinates are in WTM.
- **Identify** – For instructions on how to use this tool, see the [How to Use the Identify Tool](#) section of this manual.
- **Plot a Coordinate** – Generates a “X” (longitude) and a “Y” (latitude) value for cursor location and adds them to the map. Coordinates are in WTM.
- **Add Some Text** – Opens a text box, as shown to the left. Text written in the box will appear on the map. Users can edit the text size, font and color by clicking on the text box, then on “*Styles*”.
- **Center the Map Here** – Centers the map on the cursor location.



COMMONLY USED TOOLS

Search Bar

The Search Bar can be used to search a list of predefined layers for any of the *fields* identified below in italics (it is not possible to specify which *layer* to search). Most fields can be searched using all or part of the number or phrase (e.g., Facility ID # or BRRTS Site Address). The corresponding layer does not have to be turned on to be included in the search. All results meeting the search criteria will be displayed in the [Identify Results Panel](#).



* Indicates the field is also searchable via [Navigate](#) tab tools.

Remediation and Redevelopment (i.e., BOTW) Data

Searchable Fields: *DNR BRRTS # **, *DNR Facility ID # **, *Site Name **, and *Site Address*

Tips for Searching:

DNR BRRTS #: Searches Open and Closed Site layers, Financial Action layer group and Liability Limitations & Clarifications [layer group](#) for DNR BRRTS # (same as Activity Number). Enter all or part of a valid DNR BRRTS # (usually 10 digits). Consists of two-digit activity type, two-digit county, then six-digit randomly assigned number in BRRTS database. No spaces or dashes allowed. Example format for searching DNR BRRTS#: 0762558912.

DNR Facility ID#: Searches Open and Closed Site layers, Financial Action layer group and Liability Limitations & Clarifications layer group for DNR Facility ID #. The Facility ID # is a unique DNR number assigned to Facilities throughout the state. Not all Locations/Facilities are assigned a Facility ID # in the RR program. Must be complete number (usually 9 digits). Example format for searching DNR Facility ID #: 241192160.

Site Name: Searches Open and Closed Site layers, Financial Action layer group and Liability Limitations & Clarifications layer group for Site Name. If full activity name is not known, try searching for part of the name. Entering "Store" will return Target Store, Superstore, C-Store, etc.

Site Address: Searches Open and Closed Site layers, Financial Action layer group and Liability Limitations & Clarifications layer group for DNR Site Address. Enter all or part of the address. Do not enter punctuation. Abbreviations are as follows: street (st), road (rd), lane (ln), drive (dr), county (cnty), city (cty), business highway (bus hwy), avenue (ave), state trunk highway (sth), trail (tr), highway (hwy), East (E), North (N), South (South), West (West). Example format for searching Site Address: 605 N Ohio St, Merrill.

Tax Data

Searchable Fields: *Parcel ID*, *Tax Parcel ID*, *Land Owner(s) Name*, *Land Owner Mailing Address*, and *Physical Address of Parcel*

Tips for Searching: Searches County Tax Parcel layer (3.4 million parcels in Wisconsin). If the full ID/name/address is not known, try searching for part of it.

Municipality Data

Searchable Field: *Municipality Name**

Tips for Searching: Searches Municipality layer for matches to towns, villages or cities. If full municipality name is not known, try searching for part of it.

Well Data

Searchable Field: *WI Unique Well #*

Tips for Searching: Searches Private Well Locations layer for matching WI Unique Well #. This layer must first be added to RR Sites Map via the [Layer Catalog](#). See [How to Use the Layer Catalog](#) for help doing this. If full WI Unique Well # is not known, try searching for part of it.

Searchable Field: *Special Casing Area ID*

Tips for Searching: Searches Special Casing Areas layer for matching Special Casing Area IDs. This layer must first be added to RR Sites Map via the Layer Catalog. If the full Special Casing Area ID is not known, try searching for part of it.

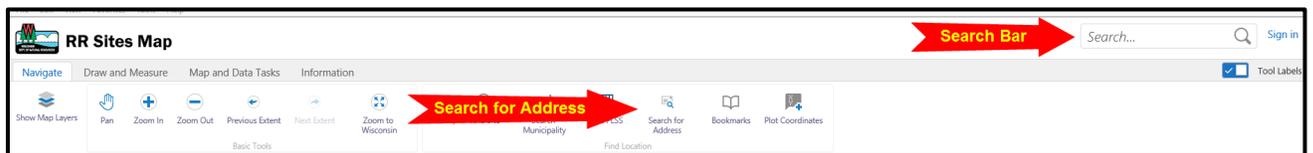
Landfills and Waste Sites Data

Searchable Fields: *Facility Id, Facility Name or Site ID*

Tips for Searching: Searches Landfills and Waste Sites layers. This layer must first be added to RR Sites Map via the Layer Catalog. If the full ID or name is not known, try searching for part of it.

Tips for Searching for Addresses

There are two ways to search for addresses on RR Sites Map: The [Search Bar](#) and the [Search for Address](#) tool found in the [Find Location Group](#) under the [Navigate](#) tab. Which one you use depends on the type of address you are searching for.



BOTW Site Addresses – Use the [Search Bar](#). This search returns any BOTW address that has been mapped.

General Addresses – Use the [Search for Address](#) tool found in the [Find Location Group](#) under the [Navigate](#) tab, which includes almost every address in Wisconsin. It also auto-adjusts for abbreviations such as St, Rd, Ave, etc.

Identify Tool

The Identify Tool is used to find detailed information associated with [features](#) on the map. Before features from a [layer](#) can be “identified,” the respective layer must first be turned on. Note: to determine the elevation, turn on the **Hillshade (elevation in feet)** layer.

How to Use the Identify Tool

1. Turn on the layer of interest in the [Layers Panel](#).
2. Navigate to the feature(s) of interest on the map.
3. Click on the **Identify tool** under [Navigate](#) tab.
4. Drag a rectangle around the feature(s) on the map. Click on or drag a rectangle around only the feature(s) you would like to identify. All results are displayed in the [Identify Results Panel](#). Note: the more features you include in your rectangle the more results will be returned.
5. This will open the [Identify Results Panel](#). Click on the layer (in bold) of interest.
6. This will bring up details for each of the selected features in that layer. From here users can explore feature attributes, export the results, [buffer](#) the feature, or view a summary of the layer. Many layers also provide direct links to Department of Natural Resources’ databases like BRRTS on the Web (BOTW), SHWIMS on the Web (SOTW) or other site-specific information (e.g., reports, webpages).



BRRTS on the Web

Click the Location Name below to view the Location Details page for this Activity. Other Activities, if present, may be viewed from that page.

[Basic Search](#)

03-01-000434 WI DNR FRIENDSHIP RANGER STATION					
Location Name	County	Wildlife Region	Address	Municipality	City/Zip
WI DNR FRIENDSHIP RANGER STATION	ADAMS	WISCONSIN			

PECCA No.	EPA Risk Site?	Eligible for PECCA Funds?	Allow Ground Storage Tank?	Exclusion?	CC Contamination?	Continuing Obligations Apply?
1990-09-12	No	No	No	No	No	No

Closed sites

Includes Environmental Repair Program (ERP) and Leaking Underground Storage Tank (LUST) sites where contamination affected soil, groundwater or other media, but the department determined, based on information at the time, that no further remedial action is required. A "site" is a contamination incident, not a property. A site may be smaller than a property or may include more than one property.

Does not include:

- spills (immediate cleanup).
- sites where the DNR required no action.
- sites not yet mapped; and
- sites never reported to the DNR.

To get to the continuing obligations packet from RR Sites Map, click on the site using the "Identify" button, then click on "View Activity Details on BOTW" in the left pane. Click on the link for the PDF associated with the action "Continuing Obligations Applied".

CLOSED SITE

ADAMS FRIENDSHIP AREA HIGH SCHOOL
 BRRTS #: 0301000520
 DNR Facility ID #: 701039240
 Address: 420 N Main St, Adams
 Start Date: January 2, 1991
 Closed Date: October 27, 2009
 X Coordinate (WTM91): 534673
 Y Coordinate (WTM91): 387950
[View activity details on BOTW](#)
[View layer description for Closed Sites](#)

WI DNR FRIENDSHIP RANGER STATION
 BRRTS #: 0301000434
 DNR Facility ID #: 701039460
 Address: 532 Main St, Adams
 Start Date: September 19, 1990
 Closed Date: January 17, 1996
 X Coordinate (WTM91): 534661
 Y Coordinate (WTM91): 388145
[View activity details on BOTW](#)
[View layer description for Closed Sites](#)

GARROW CITGO FOOD MART
 BRRTS #: 0301000700
 DNR Facility ID #: 701049250
 Address: 601 N Main St, Friendship
 Start Date: September 23, 1991
 Closed Date: October 26, 2010

Displaying 1 - 3 (Total: 3)

Page 1 of 1

Closed Site (3)

- Export to CSV
- Export results to CSV
- Export to XLSX
- Export results to XLSX
- Export to Shapefile
- Export results to Shapefile

Buffer Options

Distance:

Units:

Write to Drawing Layer

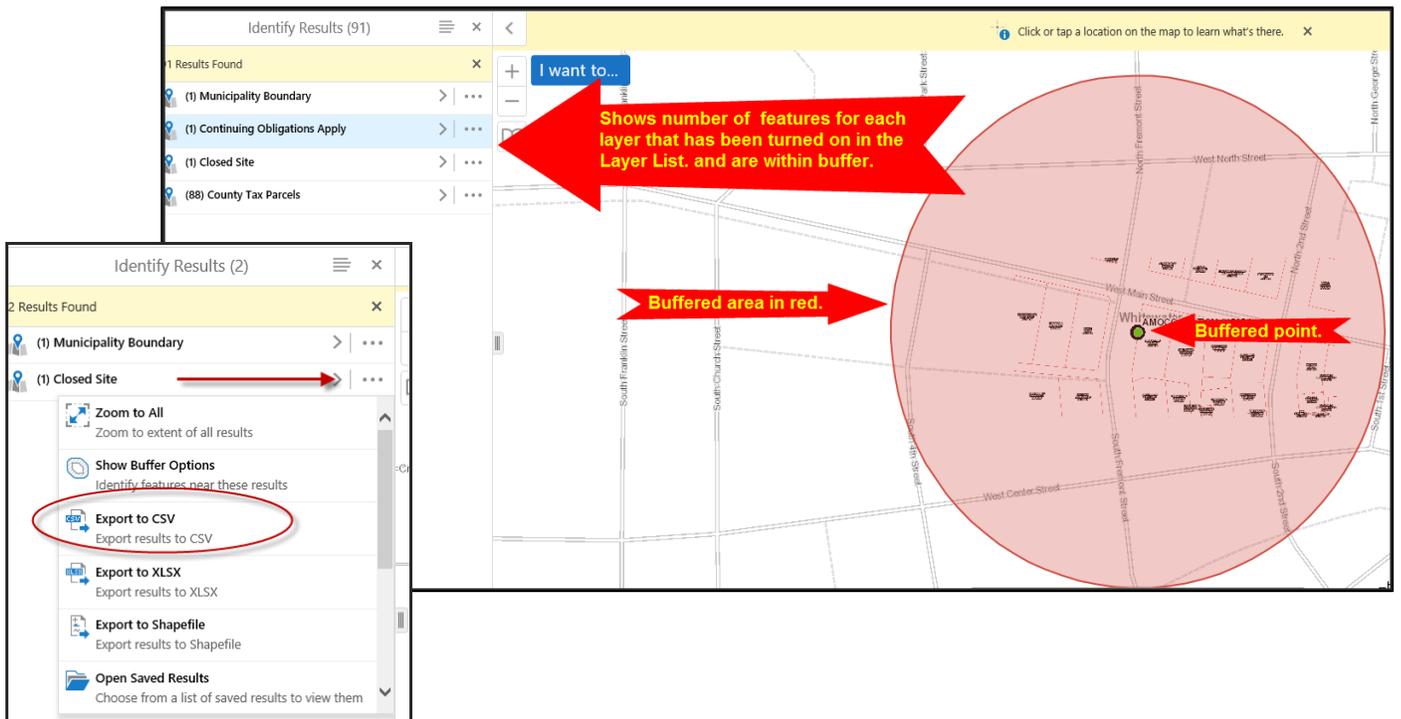
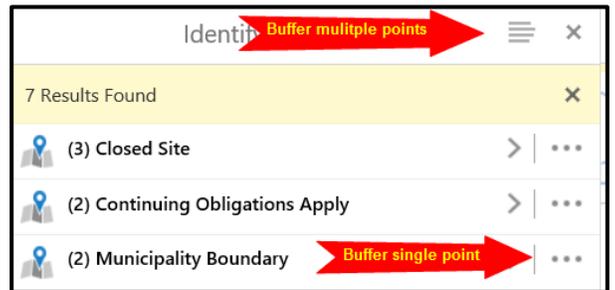
Clear Cancel Continue

Buffer Tool (Used to Identify Features within a User-Defined Search Radius)

The [buffer](#) tool can be used to create buffers around [features](#) by a distance defined by the user to identify features in [layers](#) turned on in the [Layers Panel](#) (e.g., how many closed sites within half mile of site, how many tax parcels within 500 feet of site, etc.).

How to Use Buffering to Identify Features within a User-Defined Search Radius

1. In the [Layers Panel](#), turn on any layer(s) you are interested in.
2. Navigate to the point or polygon you want to buffer.
3. Click on the [Identify Tool](#) (under [Navigate](#) tab).
4. Click on or drag a rectangle around only the feature(s) you would like to buffer. All results are displayed in the [Identify Results Panel](#). Note: the more features you include in your rectangle the more results will be returned. For example, the Step 5 image below shows a total of seven features were selected, three from the *Closed Site* layer, two from the *Continuing Obligations Apply* layer, and two from the *Municipality Boundary* layer.
5. The next step depends on whether you would like to buffer a single feature or multiple features.
 - i. To buffer a **single** feature, click on the “three grey dots.”
 - ii. To buffer **multiple** features, click on the “four grey lines.”
6. Then select “Show Buffer Options” from the drop-down list.
7. Enter the “Distance” and “Units” to be buffered.
8. Select “Continue.”
9. The buffer should now appear on screen and the [Identify Results Panel](#) should display the number of features for each layer turned on in the [Layers Panel](#) and within the buffer.
10. Results can be exported for any of the layers in the [Identify Results Panel](#) by selecting the “three grey dots” (select the “four grey lines” to export all layer results) and selecting an export format. Options are CSV, XLSX or shapefile.

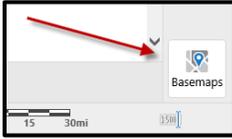


Basemap Tool

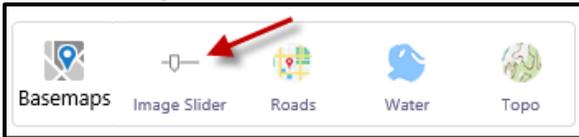
The [Basemap](#) tool is in the lower left corner of the main map. Selecting one of the four basemap options (*Image Slider*, roads, water and topo) will remove all other basemap layers from the map. The *Image Slider* is used to compare multiple aerial photos over time. Aerial photos with variable years (e.g., 1990s and 2010-2016) are not included in Image Slider.

How to Use the Image Slider

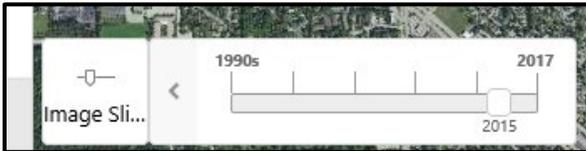
1. Click “Basemaps” icon.



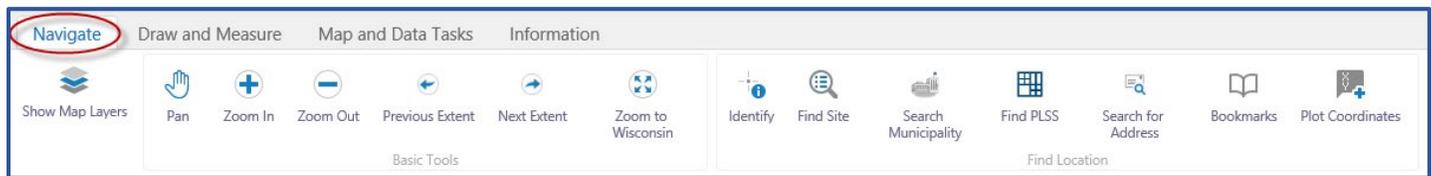
2. Click on “Image Slider”.



3. Move slider left and right to view aerial photos. The year of aerial photo being shown on the map is indicated on bottom of the *Image Slider* (2015 in example below).



NAVIGATE TAB



Show Map Layers Group

Brings up the [Layers Panel](#), which displays a list of available [layers](#). Layers (and [layer groups](#) they are part of) must have a check mark for them to be visible on the map. See [Layer Catalog](#) under the [Map and Data Tasks](#) tab to see what other layers can be added. A description for RR Sites Map data layers can be found on the [RR Sites Map Layer Information](#) page.

Basic Tools Group

Pan – To pan (move) the map, click on it and drag in any direction.

Zoom In – Drag a rectangle on the map to zoom in to an area.

Zoom Out – Drag a rectangle on the map to zoom out of an area.

Previous Extent – Zooms the map to the previous extent.

Next Extent – Zooms the map to the next extent.

Zoom to Wisconsin – Zooms the map to show entire state of Wisconsin.

Find Location Group

Identify – For instructions on how to use this tool, see the [How to Use the Identify Tool](#) section of this manual.

Find Site

These tools query all RR Sites Map layers, returned matching results will be displayed in the [Identify Results Panel](#) and on the map.

* Indicates the field is also searchable in the [Search Bar](#).

BRRTS#* – Searches Open Site layer, Closed Site [layer](#) and any layer in the Financial Action or Liability Limitations & Clarifications groups for BRRTS # (same as Activity Number). Enter all or part of a valid BRRTS number (usually 10 digits). Consists of two-digit activity type, two-digit county, then six-digit randomly assigned number in BRRTS database. Dashes are allowed but spaces are not.

Activity Name* – Searches Open Site layer, Closed Site layer and any layer in the Financial Action or Liability Limitations & Clarifications groups for Activity Name. May or may not be the same name as the Facility or Location. Search returns all activity names with characters entered. If full activity name is not known, try searching for part of the name. Must be at least four characters long.

Facility ID (FID)* – Searches Open Site layer, Closed Site layer and any layer in the Financial Action or Liability Limitations & Clarifications groups for Facility ID number. The Facility ID Number is a unique DNR number assigned to Facilities throughout the state. Not all Locations/Facilities are assigned a FID in the RR program. Must be complete number (usually nine digits).

Find Municipality*

Searches the Municipality [layer](#) for cities, villages and townships. Search returns all municipality names with characters entered. If full municipality name is not known, try searching for part of the name. Matching results will be displayed in the [Identify Results Panel](#) and on the map.

Find PLSS

Searches the PLSS [layer](#) for township, range and sections. *Township* and *Range* are required fields. Matching results will be displayed in the [Identify Results Panel](#) and on the map.

Search for Address

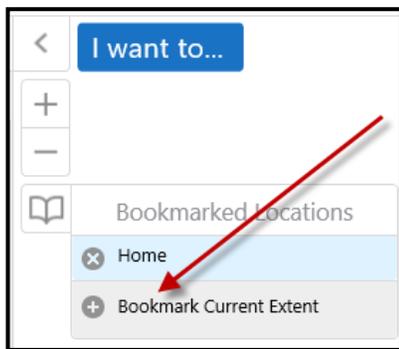
Zooms the map to the address entered. Best used for general address searches. Searches a database with every address in Wisconsin. Tool will auto adjust for abbreviated road names (St, Ln, Ave, etc.). *Address* and *City* fields are required but *Zip Code* is not. This tool is not connected to, and does not search, BOTW. See [Tips for Search for Addresses](#) for additional help.

Plot Coordinates

Enter *XY* and *Coordinate System* of a known point. Default coordinate system is [WTM](#). This tool can also be used to add points to the map.

Bookmarks

A bookmark is a shortcut that enables users to save the current map extent (i.e., scale and location). Bookmarks use browser cookies and are saved when the session closes.



How to Create a Bookmark

1. Navigate the map to the desired scale and location.
2. Click on the **Bookmark tool**.
3. Click on “Bookmark Current Extent.” In this example, *Home* is a previously created bookmark.
4. Give the bookmark a name and click “Ok.”
5. Saved bookmarks can be found by going to the *Bookmarked Locations* icon under the [I want to](#) menu.

DRAW AND MEASURE TAB



Draw Group

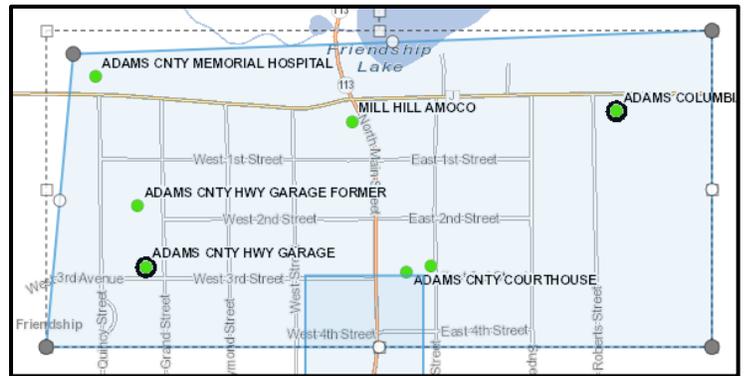
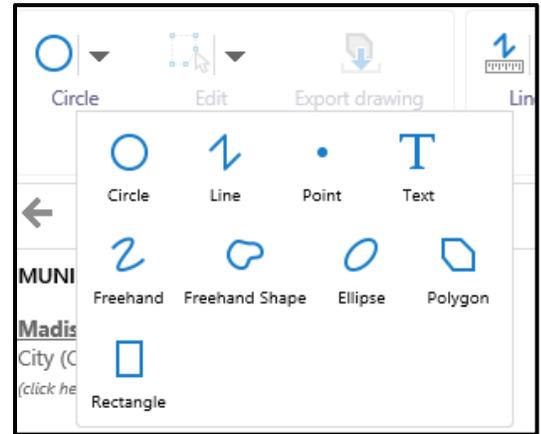
Circle (Draw) – Used to draw simple shapes or add text to the map. Click on the *downward grey arrow* to right of the **Circle (Draw)** tool to see the full selection of shapes drawing options. Click on the map to start drawing, double-click to finish. To add text, select the “Text” icon.

Edit – Greyed out unless **Circle (Draw)** tool is activated. Used to edit the simple shapes. Click on the “downward grey arrow” to the right of the **Edit tool** for editing options. After creating a shape, double-click the previously drawn *feature* to edit, then click on a vertex (grey circles) and drag it to change the feature’s shape.

Erase – Removes individual graphics. To access, click on the “downward grey arrow” to the right of the **Edit tool**.

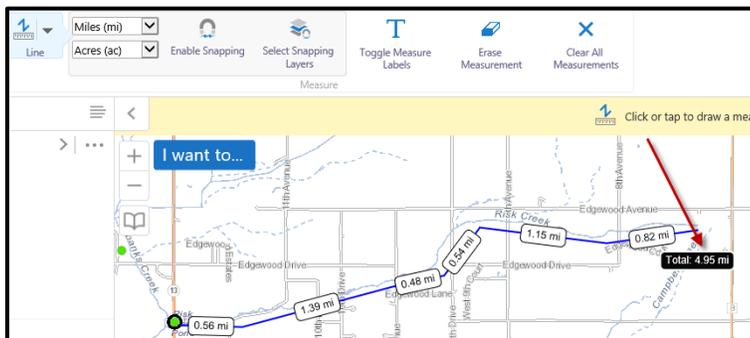
Clear – Removes all graphics. To access, click on the “downward grey arrow” to the right of the **Edit tool**.

Export drawing to shapefile – Greyed out unless **Circle (Draw)** tool is activated. Used to export shapes previously made as a shapefile.

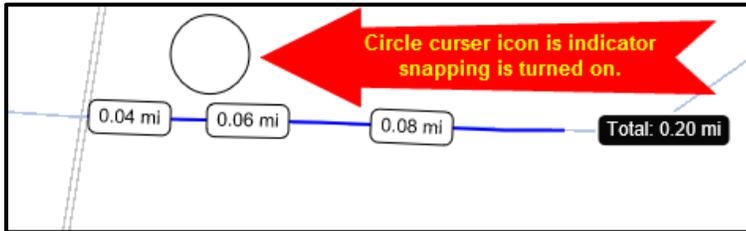


Measure Group

Line (Measurement) – Click the “downward grey arrow” to the right of the line for different options to measure line, perimeters and areas on the map. Area and length units can be modified. Click on the map to start measuring, double-click to finish. In the example below, the white boxes along the measured line (in blue) are segment distances, the black box at the far right is the total distance of the line.



Enable Snapping – Activated when **Line (Measurement) tool** is used. When *Disable Snapping* is shown, [snapping](#) is enabled. When *Enable Snapping* is shown, snapping is disabled. The **Snapping tool** is used to “snap” to a [feature](#) (e.g., road, river, etc.) in a layer. The [layer](#) must be turned on in the Snappable Layers list (see **Select Snapping Layers tool** below) prior to snapping. In the example below, exact measurements were made along the river, each white box indicates the distance between clicks along the river, the black box indicates the total distance.

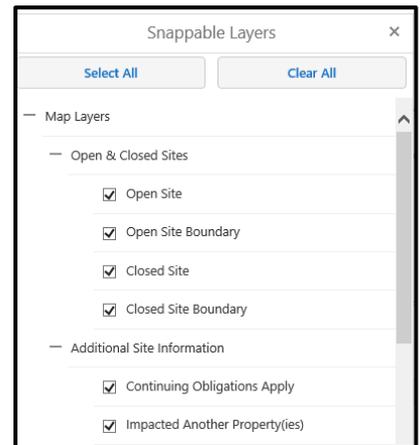


Select Snapping Layers – Activated when **Line (Measurement) tool** is used. Layers selected (indicated by check mark) will allow for [snapping](#) when using the measure tools.

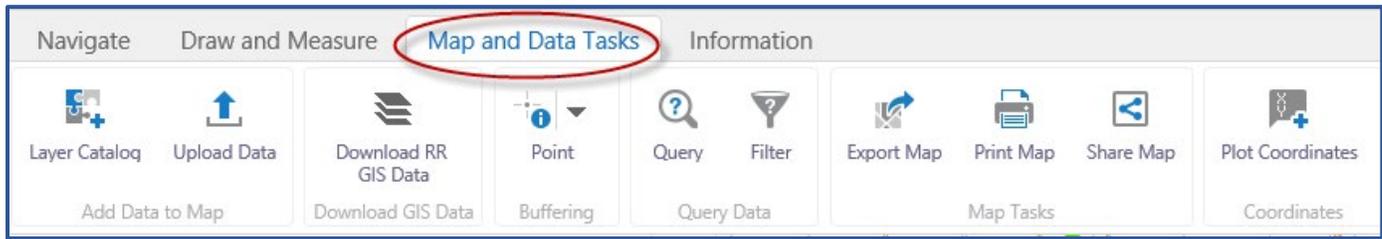
Toggle Measure Labels – Activated when **Line (Measurement) tool** is used. Turns measurement labels on and off.

Erase Measurement – Greyed out unless **Circle (Draw) tool** or **Line (Measurement) tool** is activated. Use this tool to erase individual previously drawn [features](#) and measurements.

Clear All Measurements – Greyed out unless **Circle (Draw) tool** or **Line (Measurement) tool** is activated. Use this tool to erase all previously drawn features and measurements.



MAP AND DATA TASKS



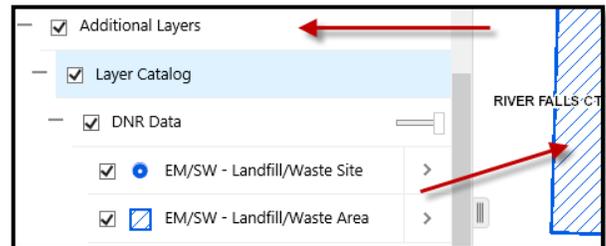
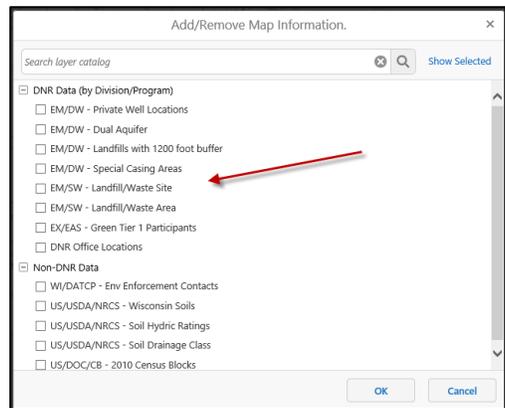
Add Data to Map Group

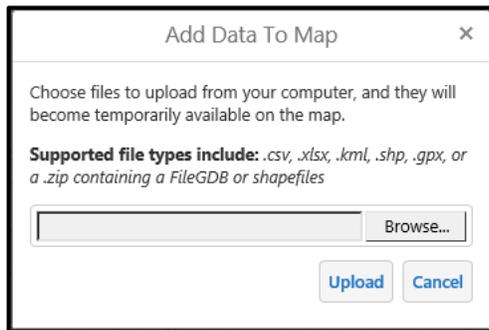
Layer Catalog – The Layer Catalog tool allows users to add Remediation and Redevelopment-related [Geographic Information System \(GIS\)](#) data to RR Sites Map a la carte. It is intended to reduce the time spent going to other GIS viewers to retrieve data. By using the **Identify Tool**, users can access several of the DNR Environmental Management Division’s databases/reports (e.g., SOTW, Well Reports). The following process can be used to add and remove layers in the Layer Catalog tool.



How to Use the Layer Catalog

1. Go to the **Map and Data Tasks** tab.
2. In the **Add Data to Map** group, click on the **Layer Catalog** tool.
3. This opens the menu of available GIS data. Layers are sorted by owner/creator of the data (DNR and Non-DNR data), then by Division/Program. Select the layer(s) of interest and click “Ok.”
4. The selected layer(s) will then be added to the **Layers Panel** under the **Additional Layers** [layer group](#).
5. Once layer(s) have been added they behave like any other layer in RR Sites Map. Use the **Identify Tool** to access related information/databases for each [feature](#).
6. Click on the link to open the feature in the database.



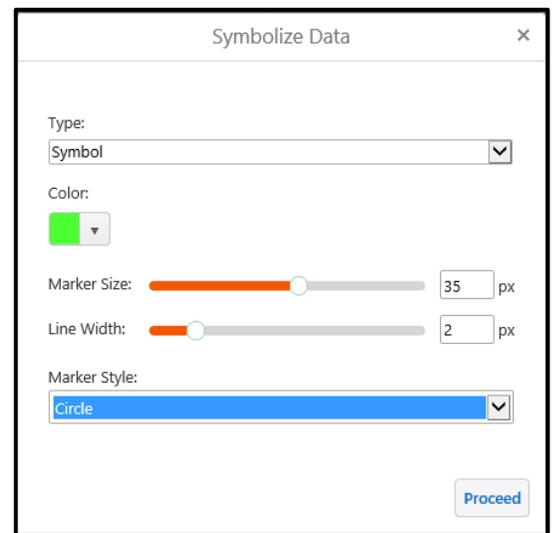
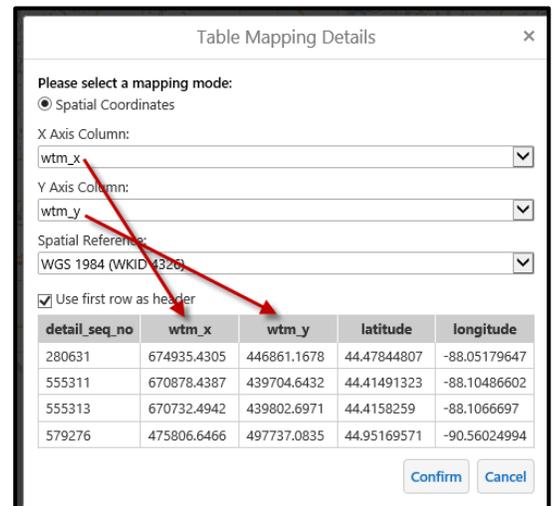


Upload Data

You can also upload data to the map from your computer. Acceptable formats include: .csv, .xlsx, .kml, .shp, .gpx. Make sure to zip shapefiles before uploading.

How to Add Points from an Excel Table

1. Open the file in Excel containing XY coordinates.
2. Remove any unneeded fields.
3. Save file as .csv.
4. Open **Upload Data tool**.
5. Browse to file and select **“Upload.”**
6. Designate the X and Y fields.
7. Designate the spatial reference in which the data was collected. Your choices are:
 - a. WGS 1984 (WKID 4326)
 - b. Web Mercator (WKID 102100)
 - c. Map’s Current (WKID 3071) - This is [WTM](#).
 - d. Custom (WKID/WKT)
8. Symbolize the data how you would like it to be displayed on the map.
9. The points should display on the map. Note: these points are only temporary and will not be saved after the current RR Sites Map session closes.



Download GIS Data Group

Remediation and Redevelopment data layers can be found by going to the [Wisconsin DNR's Open Data Portal](#). From here users can view [layer](#) metadata as well as download the data as a spreadsheet, KML or shapefile. While it is possible to directly connect to the layer via the [Application Programming Interface \(API\)](#), it is not recommended, as services could change without warning.

The screenshot shows the 'Remediation - Open Site Points' data layer on the Wisconsin DNR Open Data Portal. The map displays numerous blue circular markers representing site points across the state. Below the map, the 'Data' tab is selected, showing a table with 2,842 rows. A 'Download' button is visible, with a red arrow pointing to it labeled 'Download Shapefiles'. Another red arrow points to the 'About' section, labeled 'Description of Data'. A third red arrow points to the map area, labeled 'Preview Locations'. A fourth red arrow points to the 'Data' tab, labeled 'View Data Table'.

Buffering Group

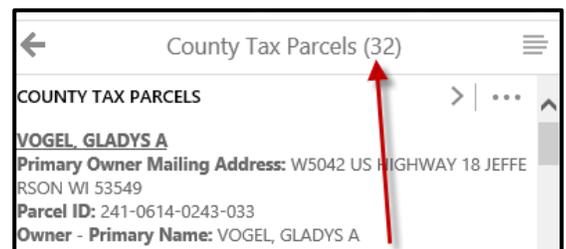
Point – This is a two-part tool. The first part identifies [features](#) on the map. This is done by selecting a draw type option using the *grey downward arrow* (point, line, rectangle, freehand or polygon) and drawing on the map. The second part creates a [buffer](#) around the drawn feature by a distance and unit specified by the user. When *Disable Buffering* is shown, buffering is enabled. When *Enable Buffering* is shown, buffering is disabled. Please see [Buffering \(Used to Identify Features within a User-Defined Search Radius\)](#) for additional buffering guidance.

Query Data Group

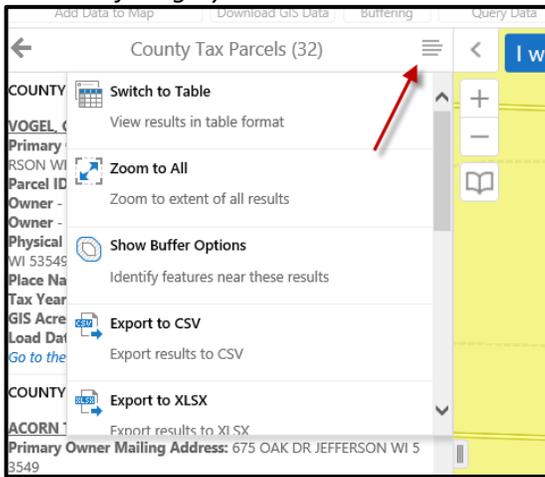
Query – This tool enables users to construct queries that search for specific [features](#) in a layer. The results of a query are listed in the *Query Results Panel* and each item is highlighted on the map. The features do not need to be visible at the current map scale for highlighting to be shown. Selected features can then be exported to excel or a shapefile.

How to Use the Query Tool (to find parcel owners near a site)

1. Navigate to the feature (Note: when querying the County Tax Parcel layer, you must zoom ALL the way in for the tool to work properly).
2. Select the **Query Tool**.
3. In *Data Source* field, select "County Tax Parcels."
4. Under *Map Area* field, select "Current Extent."
5. Click "Search."
6. This will select all parcels (32 in this example) within the current extent.

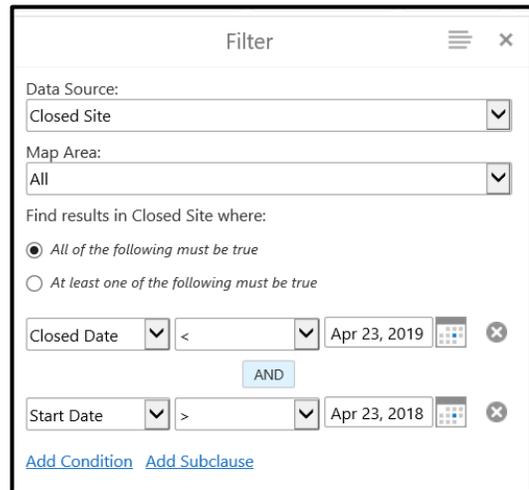


7. Click the “four grey lines” icon.



8. Select an export option.

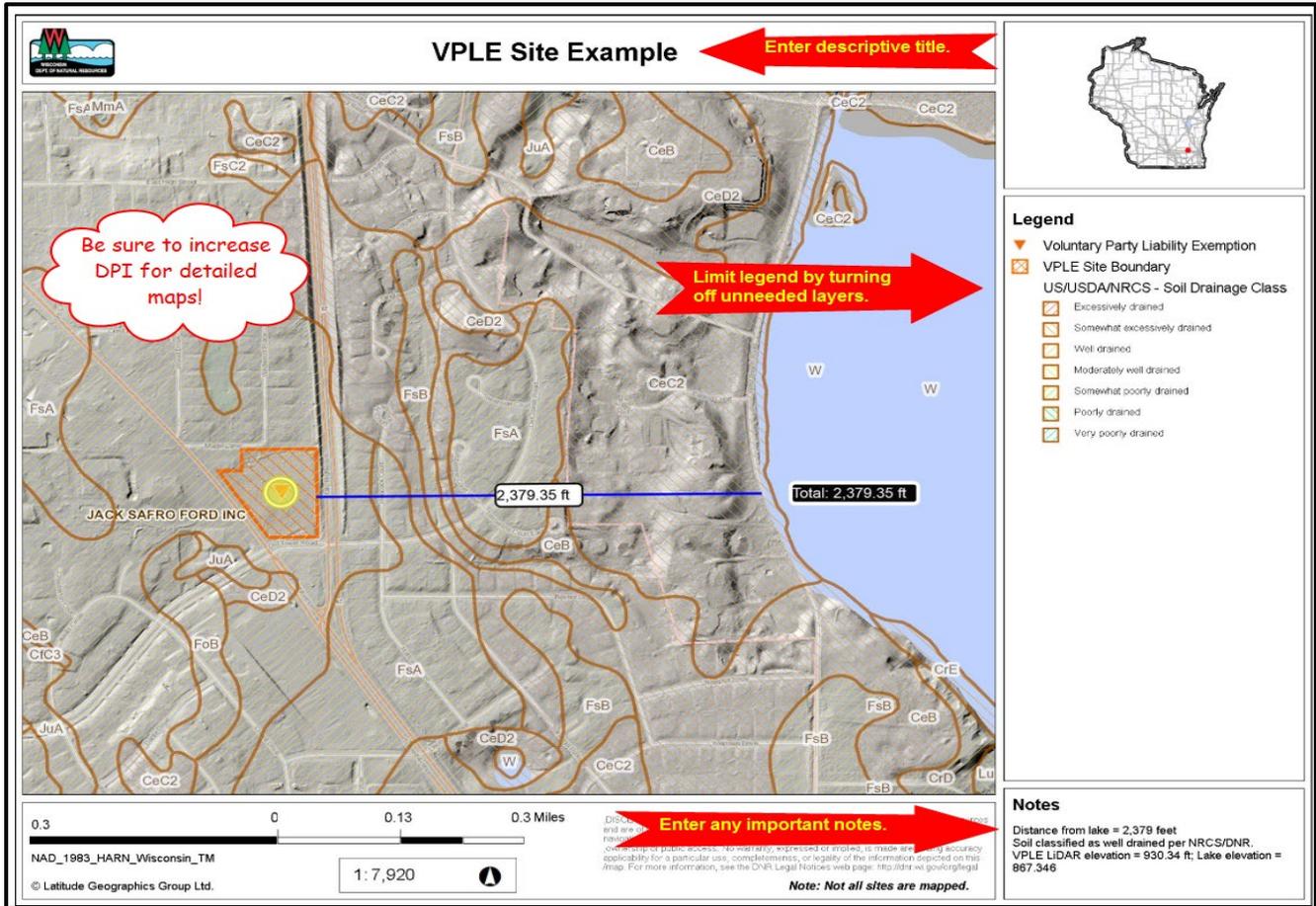
Filter – This tool enables users to set filter criteria using the *Filter Panel* to show [features](#) on the map. For example, a user could filter the *Closed Site* [layer](#) to only show the sites that closed in the last year by setting the *Data Source* to “*Closed Site*” and specifying the “*Closed Date*” and “*Start Date*” ranges as seen below. Filtering does not affect which features are listed in the [Search Bar](#) results.



Map Tasks Group

Export Map – Exports the map as you see it on the screen (i.e., without a legend, title, etc.) to PNG, BMP, PDF, JPEG, TIFF, or GEOTIFF.

Print Map – Used to print a map in a predefined template. Position the map on the area of interest before selecting the *Print Map* tool. Users can specify a title, add notes, change map orientation, and modify resolutions.



Share Map – Creates a link that stores the current scale and location of RR Sites Map. Links can be shared via Facebook, Twitter, LinkedIn, Google+ or Email.

Coordinates Group

Plot Coordinates – Enter XY and coordinate system of a known point. Default is [WTM](#). This [feature](#) can also be used to add points to the map.

INFORMATION TAB



Help Group

RR Sites Map Feedback – Opens a blank email to RR Sites Map and BOTW technical staff. Users are encouraged to send an email if assistance is needed using the site, provide suggestions/feedback or report issues with RR Sites Map.

About RR Sites – Opens a web page with user tips and background information about RR Sites Map and it's associated layers.

RRSM User Guide – Opens the **RR Sites Map User's Guide**.

Layer Information – Opens a web page with detailed information about each of the data [layers](#) in RR Sites Map, including a summary of the layer, what the [features](#) represent, when it was last updated and how to find more information about the layer.

Other DNR Viewers Group

Law Enforcement Contacts – Opens a webmap showing DNR Law Enforcement Contacts.

Surface Water Data Viewer – Opens the Surface Water Data Viewer. This webmap provides tools for a wide variety of datasets including chemistry (water, sediment), physical, and biological (macroinvertebrate, fish) data.

Well Driller Viewer – Opens the Well Driller Viewer. This webmap provides a visual of specific setback, construction and approval information to assist well drillers in planning projects and meeting requirements of Wis. Admin. Code NR 812.

Air Management Data Viewer – Opens the Air Management Data Viewer. This webmap provides Air Management permitted facilities, air quality monitoring locations and submitted air emissions inventories.

Databases Group

BOTW – Opens BRRTS on the Web (BOTW). BOTW is a web-based database that provides information about contaminated properties and other activities related to the investigation and cleanup of contaminated properties in Wisconsin.

SOTW – Opens SHWIMS on the Web (SOTW). SOTW is a web-based database that provides access to information on sites, and facilities operating at sites, that are regulated by the Wisconsin DNR Waste and Materials Management program.