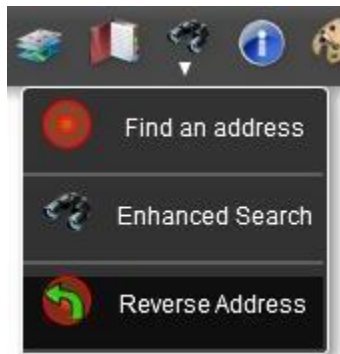# City of Issaquah GIS Viewers – Search Tools

version 3.x

Locating the Search tools

In the viewer toolbar is a "folder" (binocular icon) containing the search tools.


Find an Address Tool

Type in an address or a portion of the address and relevant results will be presented. The more complete the entered address is (i.e. 123 E Sunset Way vs. 123 Sunset), the better the match results will be. You do not need to capitalize the address being entered.
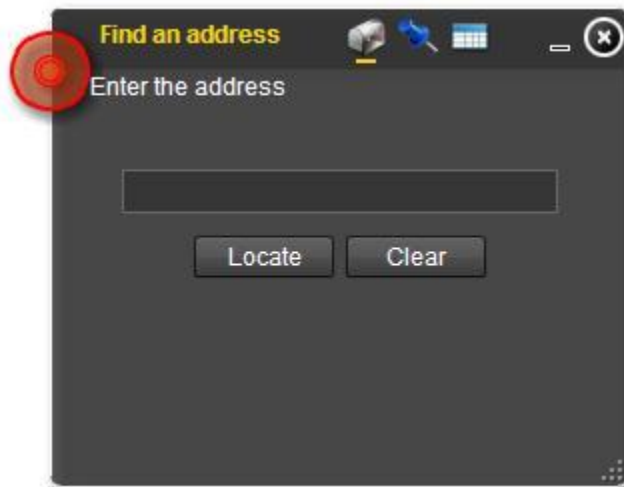
Note: The coordinate search panel (blue pushpin icon) is not configured or functional and should be ignored at this time.

Reverse Address Tool

This tool allows you to click on the map and return what the *suggested* address should be for that location, based upon the address range assigned to the street segment. The address presented is only a suggestion because the surrounding existing addresses may not have been assigned in the most standardized fashion along the street.
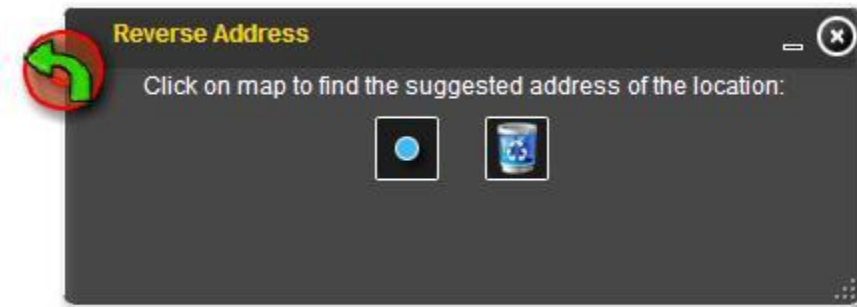

The average user may not have much need for this tool.

Enhanced Search Tool

The enhanced search tool is a flexible and powerful query tool that enables the user to do graphical, text, and spatial searches against any of the viewer data layers that have been configured for search. This tool also allows the user to create a list of owners that can be then imported into Excel for mail merging for notification purposes. After learning the process, one can often export a notification list in under 3 minutes!

Your help is needed! I have provided search queries that I intuitively believe the user will find useful but there are many searches that could be configured that I am simply unaware of the specific need. If the data exists within the viewer, often a search can be configured and become available in the search tool. Please discuss with me the types of information you need to obtain and together we can formulate effective queries to get at those results.

The default panel upon opening the widget is the **Text (or Attribute)** search:
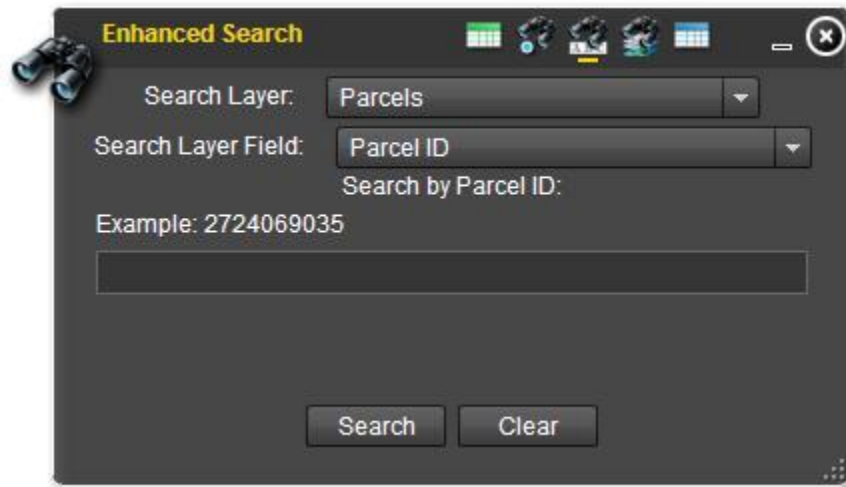

Select a layer to search and then select a field for which a query is available for that layer. Enter the required search criteria and the system will return the results (if any).
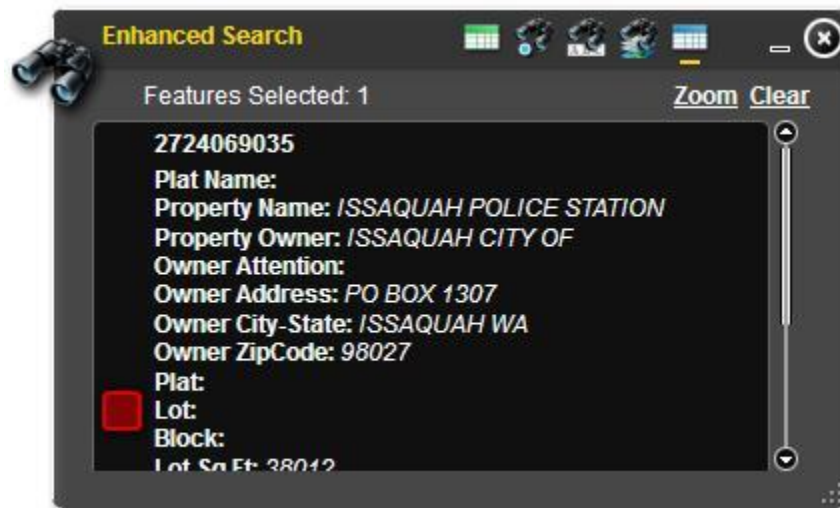
For **graphical** searches, choose a layer to search and then choose a graphical search method (point, line, polygon, etc.) to define the area to be searched.
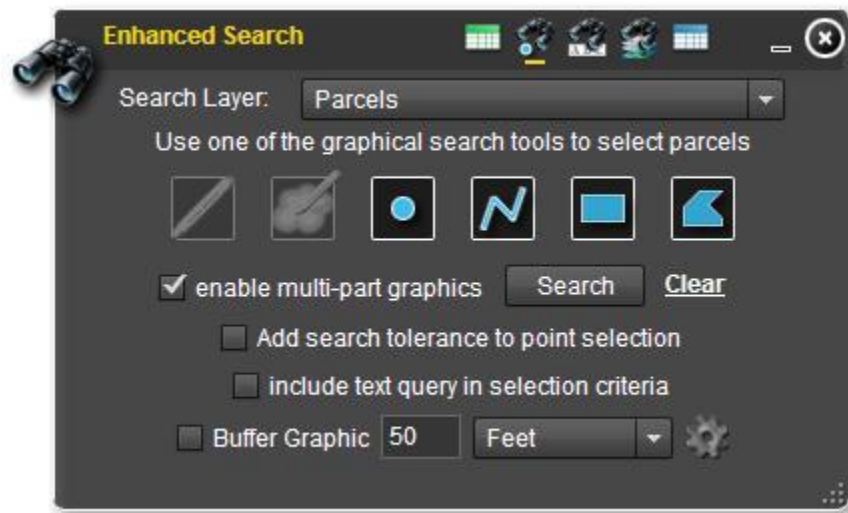
You can also choose to buffer the graphic you create, though this may have limited use for graphics other than points (e.g. search 500 ft. out from the point I click). In addition to using the graphical tools available within the search tool, you can also use graphics created using the Draw and Measure Tool. One might use this if a co-worker sends graphics created and saved using that tool, and you need to perform your own searches with those graphics in mind (e.g. You request from a co-worker the area affected for a project. The co-worker sketches the area and sends you the graphics file that you load into your viewer session. You then use that sketched area to search various layers to discover the information you need to move forward with your portion of the project.). Note: The graphic below only generally illustrates the example given above!
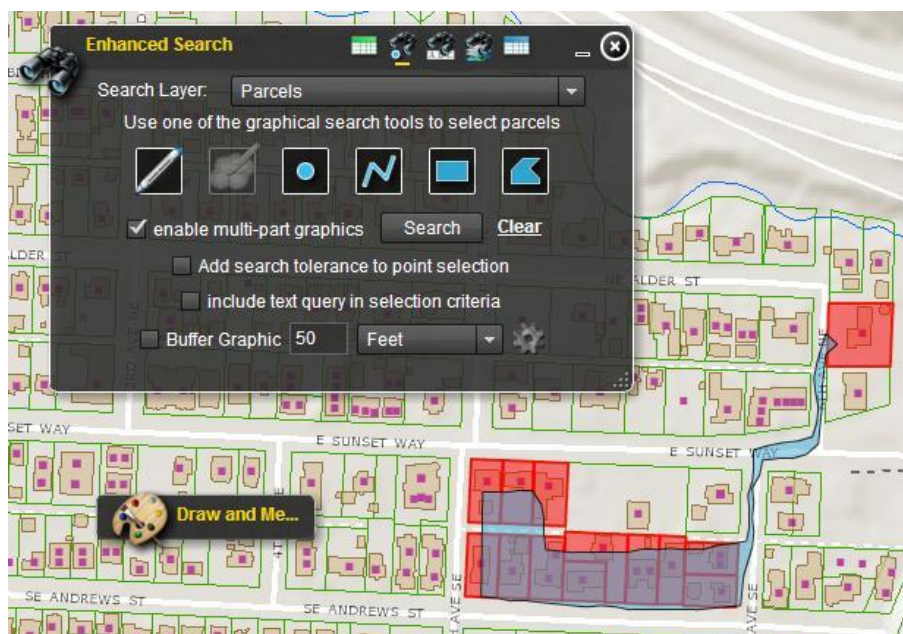
Spatial searches allow you to find features that intersect with other features. The primary use will be for notification list creation, but there are many ways spatial searches can be used to discover information.
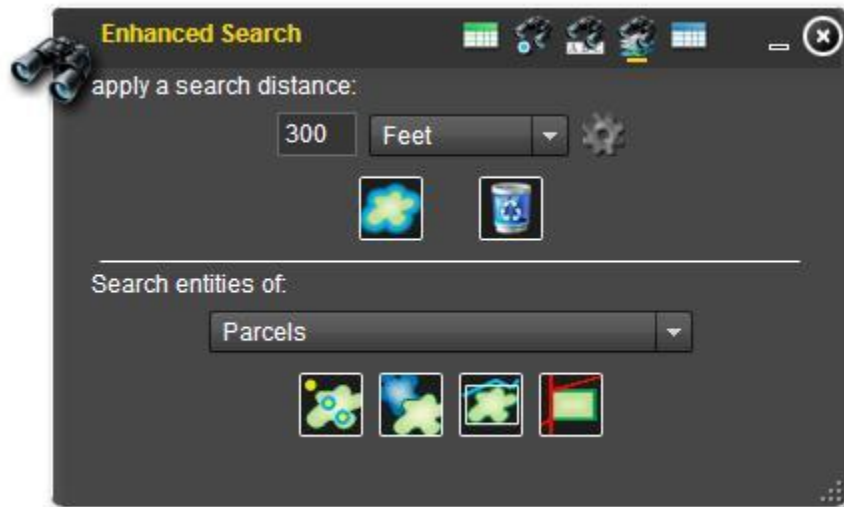

**Notification in 3 (okay, maybe 5) minutes or less!**

To start, you need to know what feature(s) need to be selected for which to create the notification list selection. The example will use a single parcel, but one could graphically select multiple parcels or use some other feature as the basis for the notification. For the example, I know the parcel PIN of my subject parcel, so that is what I will use to begin the process. I will use the text search and search by Parcel ID:
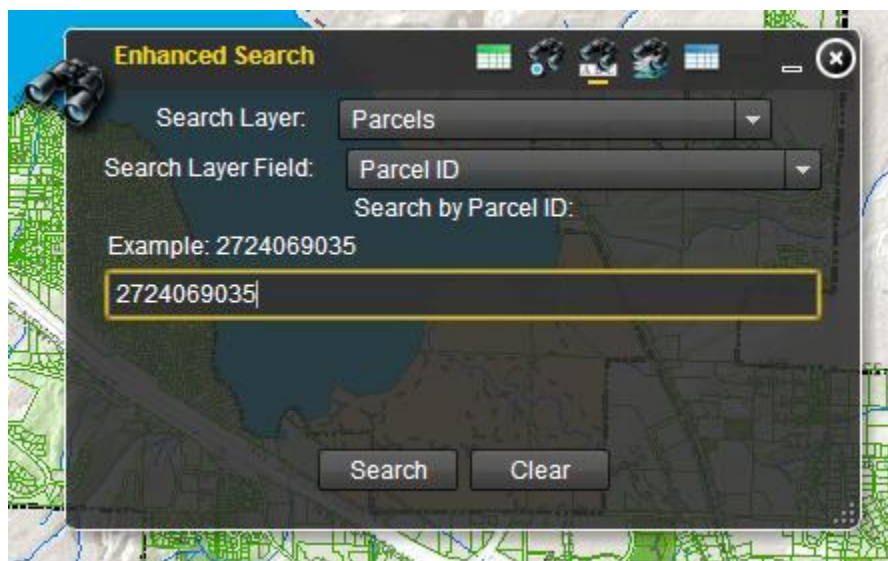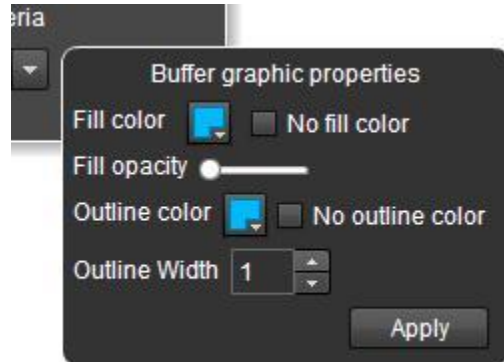
Here is the result of that search:
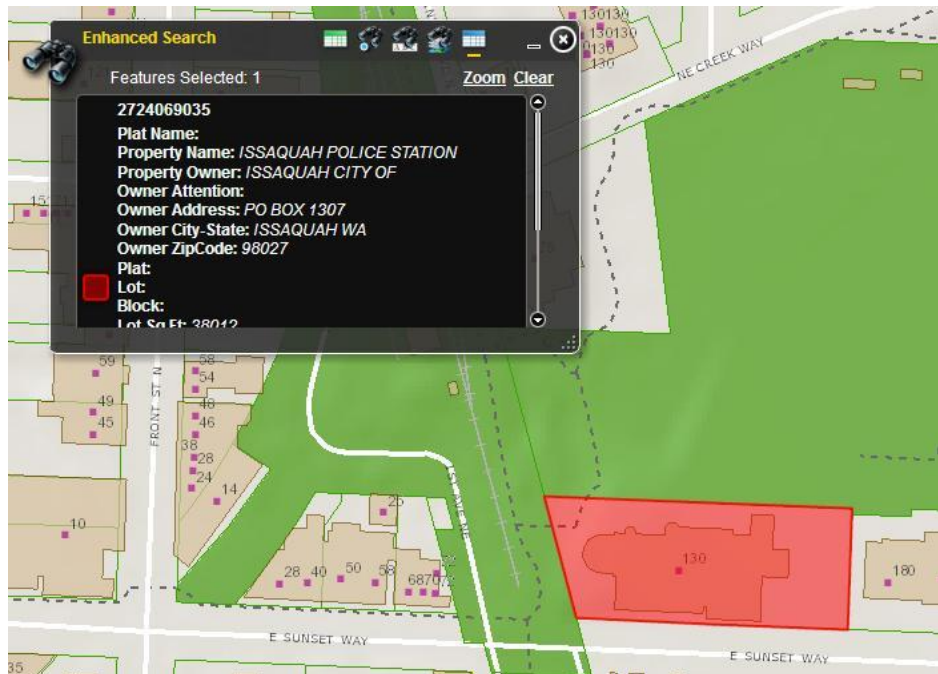
Once I have my selected parcel, I need to buffer it the required 300 feet. We do that using the buffer tool in the Spatial search panel:
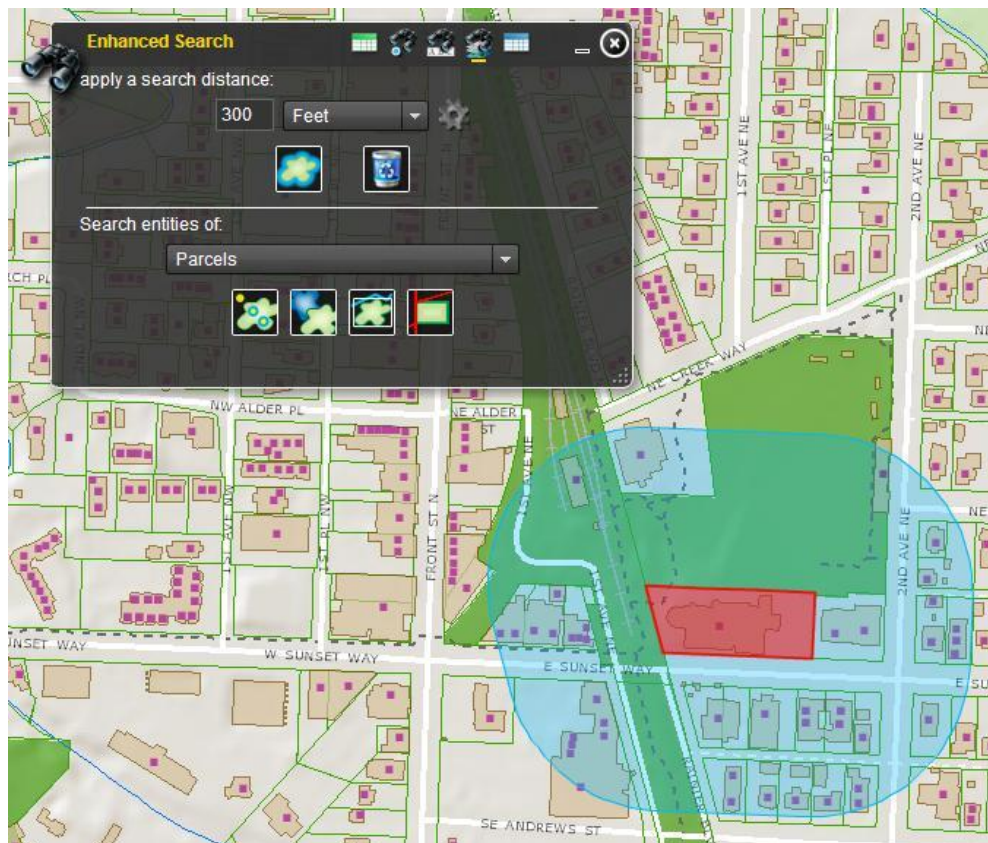
If you do not happen to like the light blue color that is the default symbology for the buffer, you can change that by clicking on the "gear" icon, which brings up a setting dialog:

We now have a 300 foot buffer around our subject parcel. Now we need to select all of the parcels that are within or touch that buffer. We use the "Search entities of" portion of the Spatial search panel to do that. More specifically, we will search entities of parcels that intersect, in our current case, the buffer of our subject parcel:
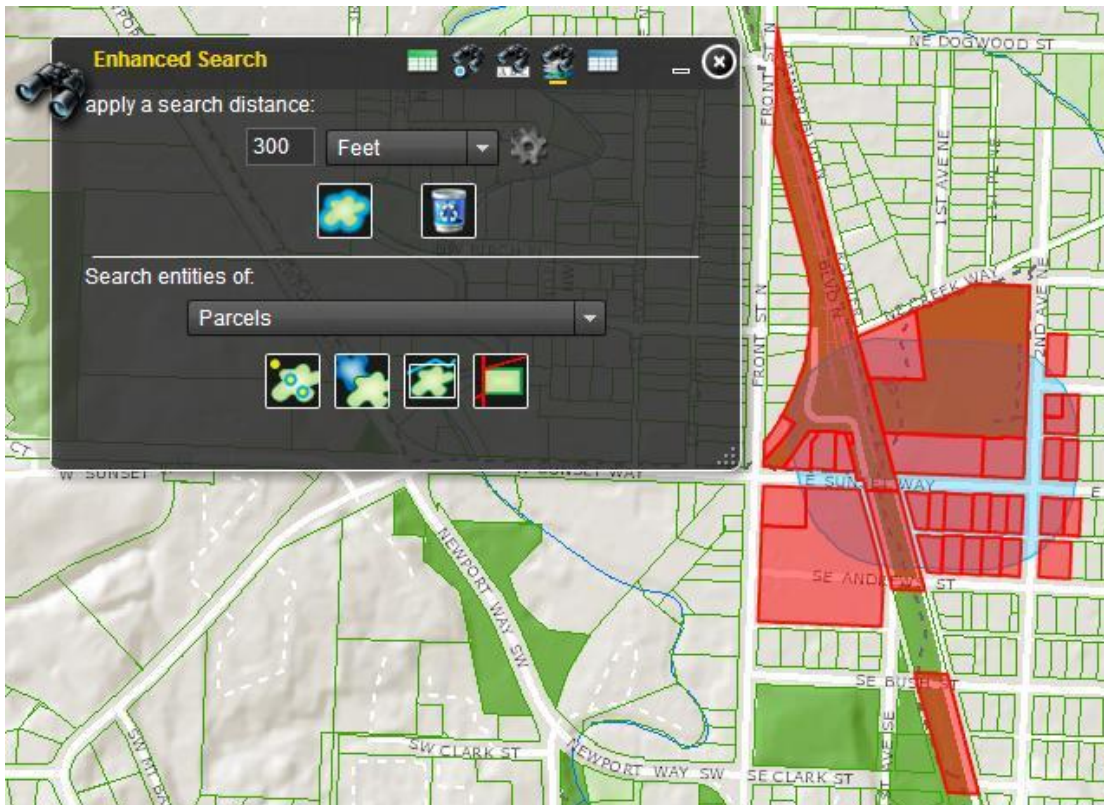

Now, let us take a brief moment to make some decisions regarding what we need as outputs of this notification process. Right now we have all of the parcels selected that are within or touch the buffer around our subject parcel. If you know there is vacant land in the selection that may not have an address assigned, it is probably a good idea to export these results so that the proper contact

information will be available to you. To export these results, you open the "show results in grid" panel, which I will show you further down in the process. Many notification processes stop at this point, but note that exporting at this point will not pick up any condominium owners that may need to be notified. That process will occur in the next steps.

**You might also want to make a quick pdf showing the selection for record retention or exhibit purposes. Use the print widget to do that, if necessary.

For this example, we will assume that every selected parcel that must be notified has at least one address point.

To refresh, at this point we have a selection of parcels that are within or touch the buffer. Now we need to select all of the address points that fall within these currently selected parcels so that we can pick up any condominium, or similar, owners. To do that, we must first clear the buffer so that the search is made on the newly selected parcels:
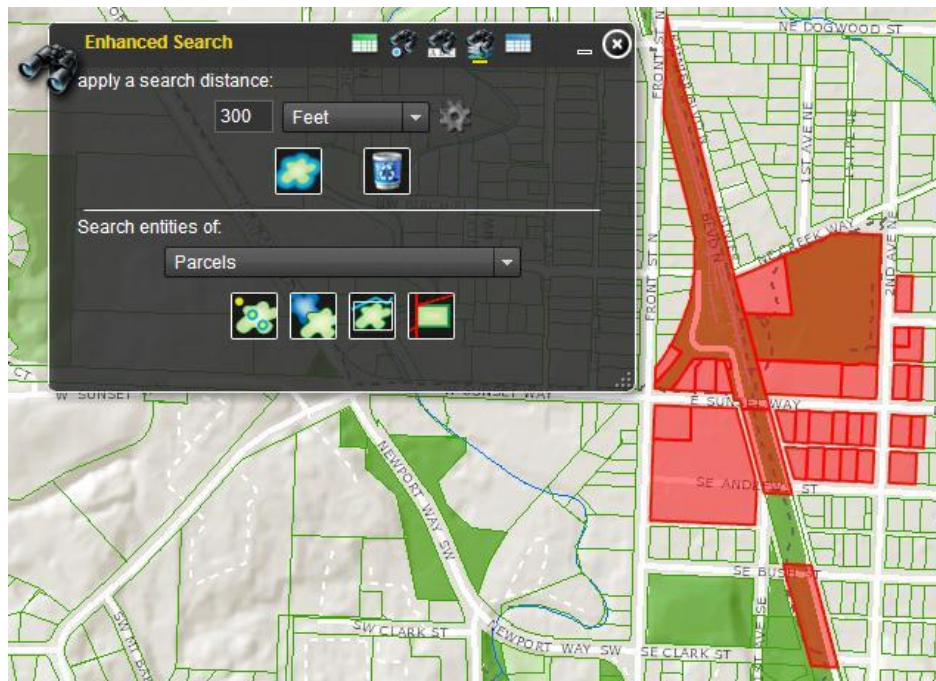
With the buffer now cleared, we can search entities of *Site Addresses* that intersect the selected parcels. This is the result of that search:
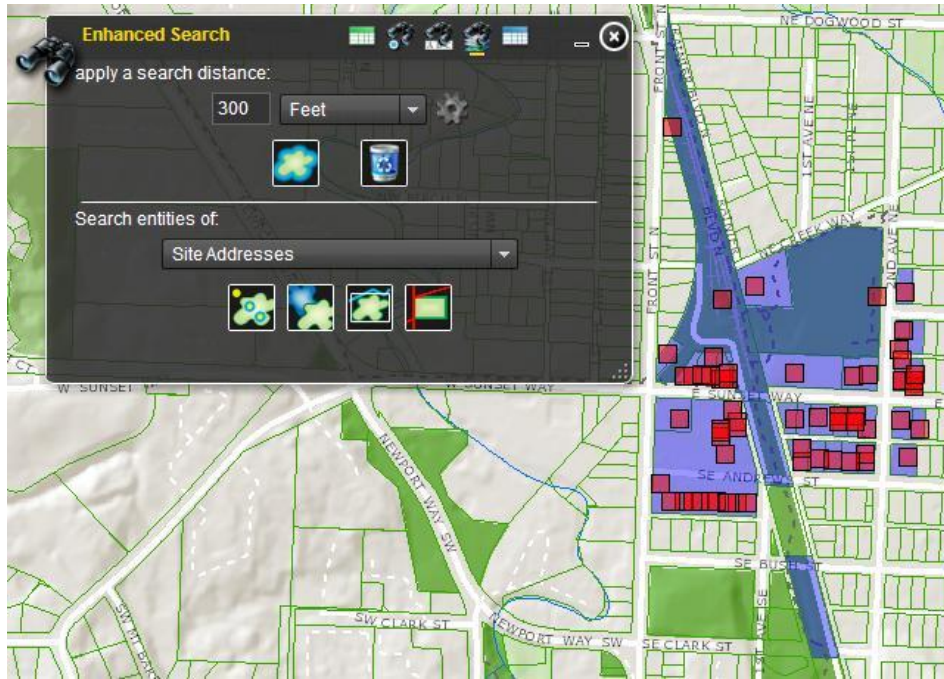
The red squares are all of the site address points that fall within the selected parcels.

Note: If you decided it was necessary to export the selected parcels (because of vacant parcels not having an address), the following steps are what you would insert into the above process before moving on…

Now it is time to get the list of these points and export them for use in Excel. We go to the "Show results in grid" panel, which is outlined in red in the following graphic:

Clicking this icon opens a floating window that can be resized to more easily see the information contained within it. But the most important function is the export to csv (or text) file button.

Click the button and save the text file to a location you can find later. You now have a text file that can be imported into Excel to create a mail merge list for mailing our your notification letters, or to create labels. Those subsequent steps are out of scope for this document discussing the search tools within the GIS Viewer.

If you need a print exhibit of your selection, use the Print widget to create that output.

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