

How to use the Local Plan Update interactive online sites map

Important Tip:

Please make sure that you allow the map to fully refresh before attempting another map operation. Trying to perform multiple map operations in quick succession can cause the mapping to freeze.

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1. How to use the map

Zooming in and out

In the top left of the map window you will find the zoom controls, these consists of;



1. Zoom In button
2. Zoom slider
3. Zoom Out button
4. Zoom to rectangle button

Clicking the Zoom in or out buttons will move the map to the next defined zoom level higher, or lower, than your current view. The zoom slider allows you to click and drag the slider up and down the range of available zoom levels. Clicking on the zoom to a defined area button allows you to draw a rectangle on the map to which the map will zoom to.

Please note that as well as using the zoom controls, if available, you can use the mouse wheel for zooming in and out.

Moving round the map

The default action for the map is 'Pan'. When in pan mode the mouse cursor looks like a vertical cross with arrow heads at each end, like this;



- This allows you to click and drag the map window to a new position.

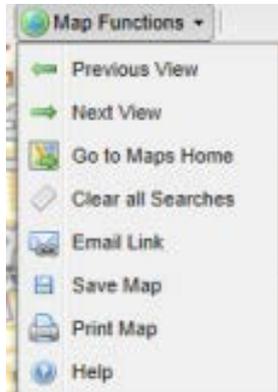
When in pan mode you can also double click the left mouse button, this will make the map zoom in to the next predetermined zoom level, re-centring the map on the cursor position when you double clicked.

When the Overview window is displayed, if you move the mouse cursor over the window it will change to a solid vertical cross like this;



- When in this mode, you can single left click on the map displayed within the overview window. The map will then re-centre on the cursor position when you clicked.

The **Map function** menu has the following options available;



Clear all Searches - Removes any current searches on the map, restoring it to its original state

Previous View - The system will remember the last few positions of the map, this button allows you to go back to a previous positions.

Next VIEW - If you have used the previous view button to return to the previous map position then the Next view button will move forward through the map positions.

Go Map Home - Resets the map to the show whole of Wokingham Borough and removes any current search results.

Email Link - emails a link of the current map, including any open searches, to another person.

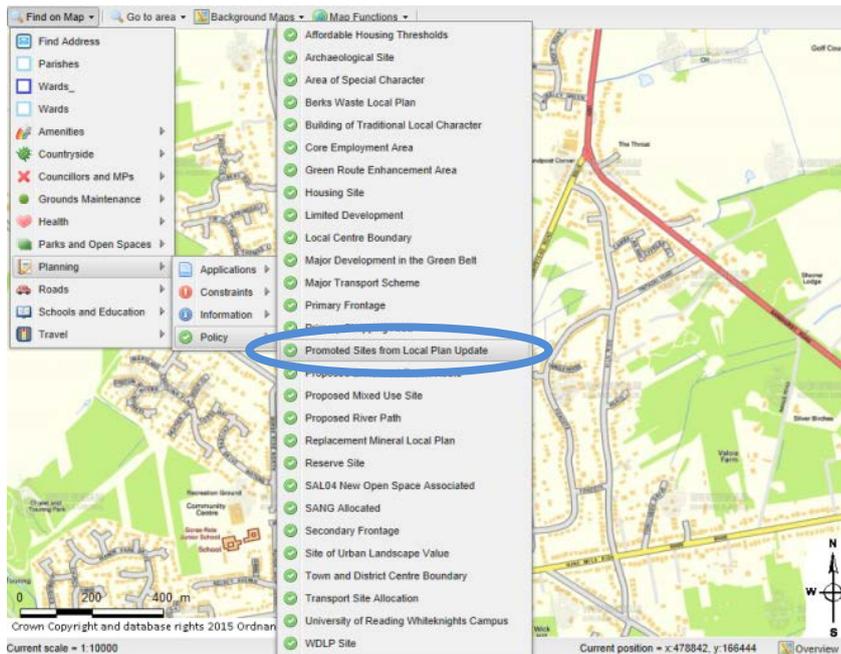
Save Map - Saves the current map in either a PNG or JPG image file

Show Whole Map - zooms out the map to show the whole borough

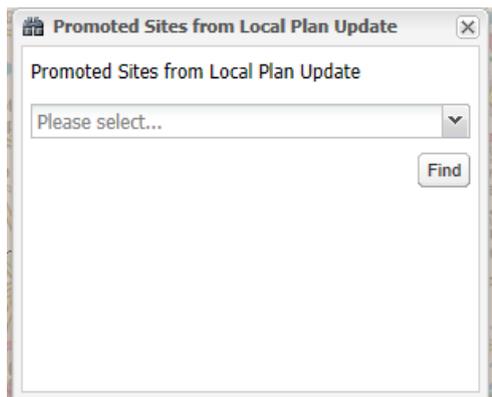
Print Map - Prints the current map to either an A4 or A3 Portrait or Landscape PDF. Once the desired layout has been chosen, you can then choose whether to show the results alongside the map

2. How to find a site

- Step 1: Click on 'Find on Map'
- Step 2: Click on 'Planning'
- Step 3: Click on 'Policy'
- Step 4: Click on 'Promoted sites from Local Plan Update'



- Once you have followed the steps above, the following box will appear

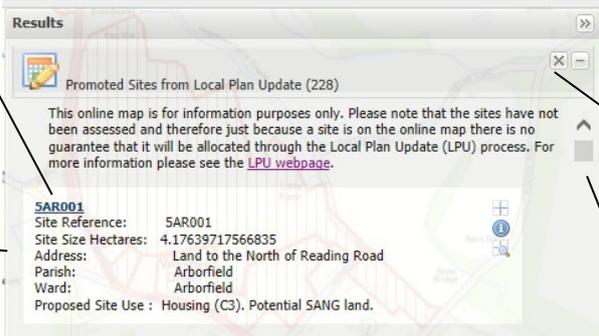


- Please select 'on current map' from the drop down menu.
- Please click the 'find' box to view all of the sites. You will then be presented with a number of orange outline shapes which depict the areas of each of the submitted sites.
- You can then zoom into specific areas using the zoom tool on the left hand side of the page as noted in section 1 of this document.
- When you hover over a site, the site reference number will be shown in a box. If you want to see further information about this site, go to the right hand side of the webpage and scroll through the site

information list until you see the site reference you are interested in.

The diagram below shows how the site information will be displayed. You will be able to see the site reference, site size (hectares), address, parish, ward and proposed site use.

Clicking on the site reference will move the map directly to that site. It will focus the map on one specific site, so in order to see all of the sites again you will need to zoom out of the map using the functions explained in section 1



Details of each site can be seen in this box

To hide the site information click the double arrow button. This action can be reversed by clicking the arrowed button again.

To close the site information column click on the 'x' button

Use the scroll function to find your site reference out of the list of sites

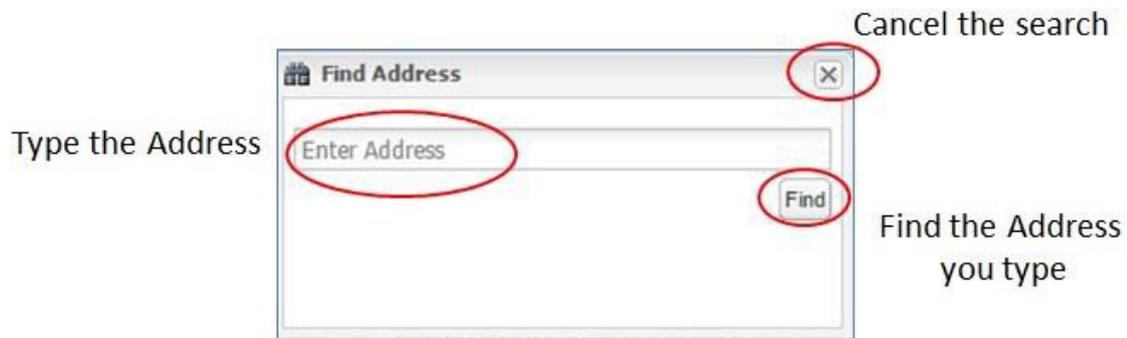
Site Reference	Site Size Hectares	Address	Parish	Ward	Proposed Site Use
SAR001	4.17639717566835	Land to the North of Reading Road	Arborfield	Arborfield	Housing (C3), Potential SANG land.

N.B. The information shows the location and size of the site and what use the site promoter has suggested it for. The use of the site therefore may be subject to change following assessment. It should be noted that in some cases the land owner/promoter has not suggested a land use at all and in such instances

To view other useful information (such as the extent of Green Belt or location of primary and secondary schools) alongside the submitted sites please follow the steps in section 4.

3. Find an address

- Step 1: Click on the 'Find on Map' tab on the top left hand side of the map and then click on 'Find address'
- Step 2: Type in the specific address in the popup box (see diagram below) and click 'Find'. For example if you type "Shute End" it will return all the addresses that match this criteria. Alternatively if you enter "RG40 1BN" then this will return only addresses that match this postcode.



- Step 3: If you have typed in a postcode, a list of addresses linked to this postcode will appear on the right hand side of the map. Please click on the blue underlined address (see diagram below) to make the map show that property.

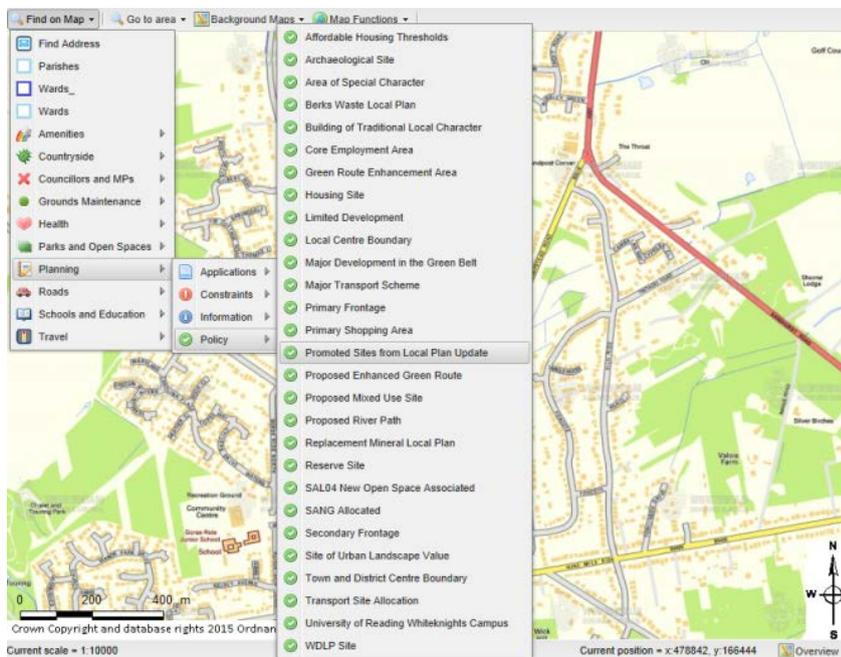


4. Adding further information to the map

Viewing useful information on the map e.g. Greenbelt and Ancient Woodland

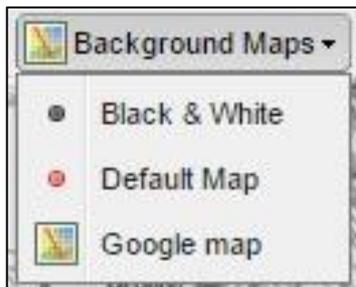
To load the useful information on the map, please follow these steps;

- Step 1: Click on 'Find on Map'
- Step 2: Click on 'Planning'
- Step 3: Click on either 'Constraints' (for information such as Ancient woodland and Sites of Special Scientific Interest) or 'Policy' (for information such as Green Belt and Area of Special Character)
- Step 4: Click on the specific information you would like to view
- The information will now be loaded on the map, if you would like add further information please complete steps 1-4 again.



5. How to change the background map

If you wish to change the style of the map background then: Click on the menu item “Background Maps” and select



- **Black & White** - if you prefer the maps to appear with grey style
- **Default Map** - if you prefer the maps to appear colourful
- **Google Map** – A new window will appear so you can navigate to Google Maps

Further Help

If you require any further assistance then please contact LPU@wokingham.gov.uk