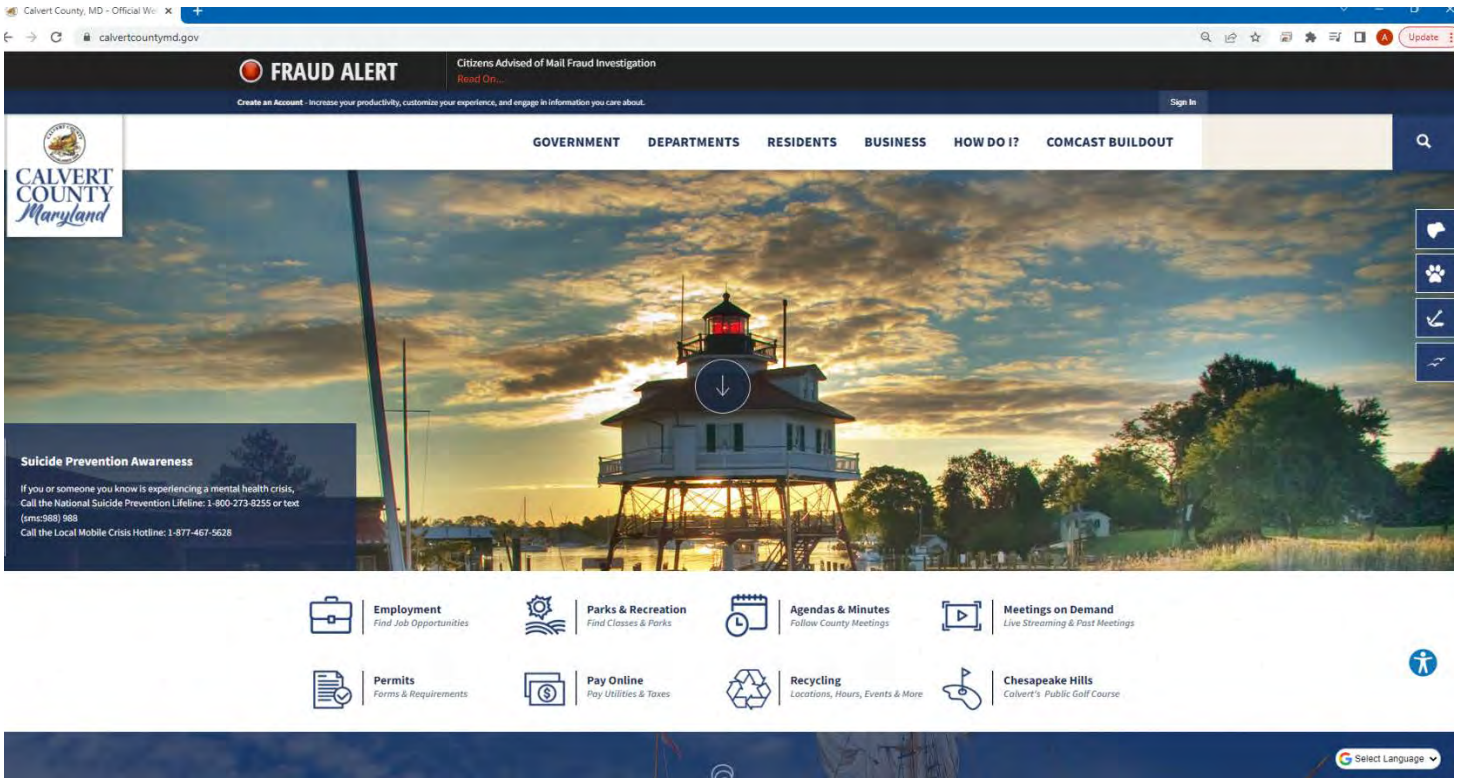
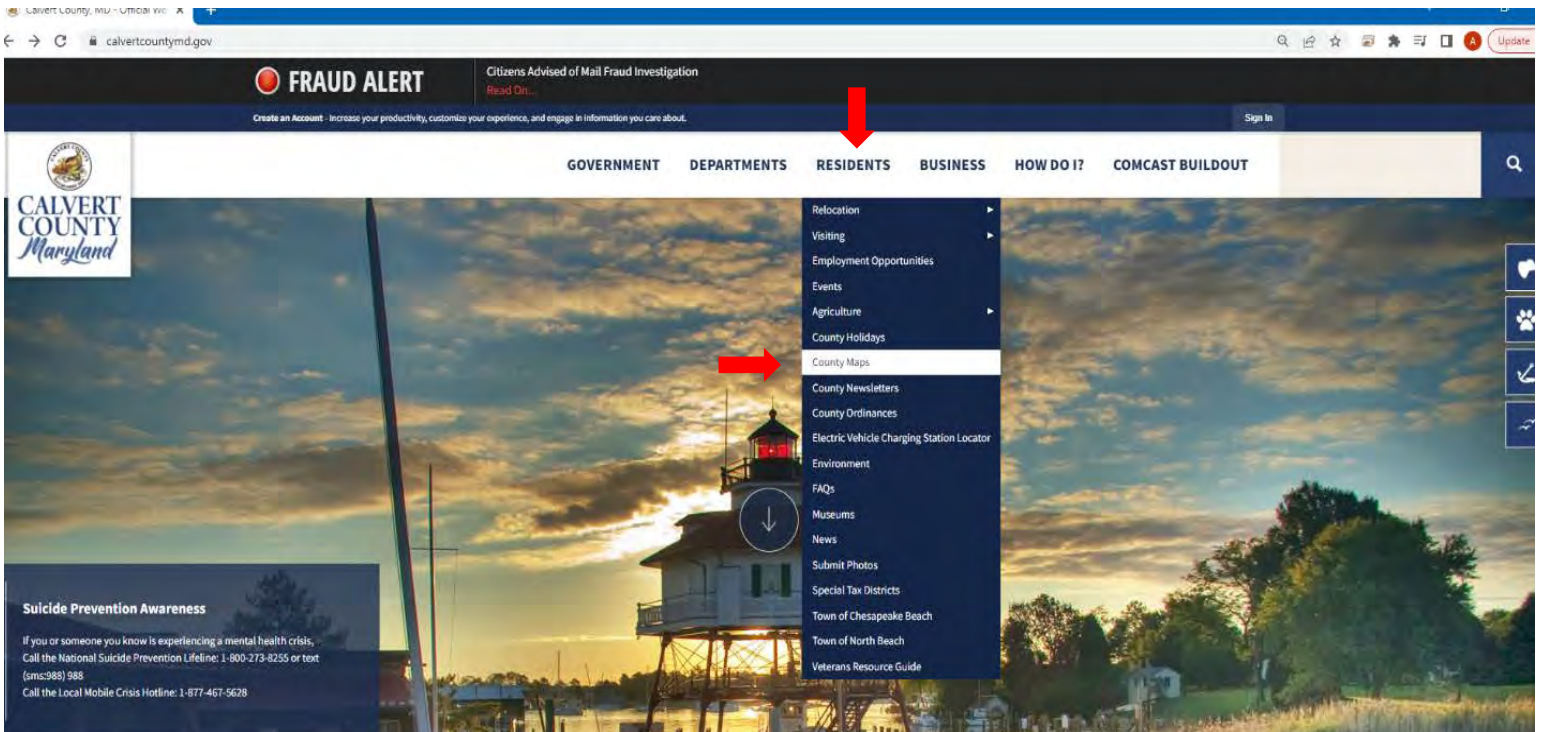


Accessing County Topography Maps

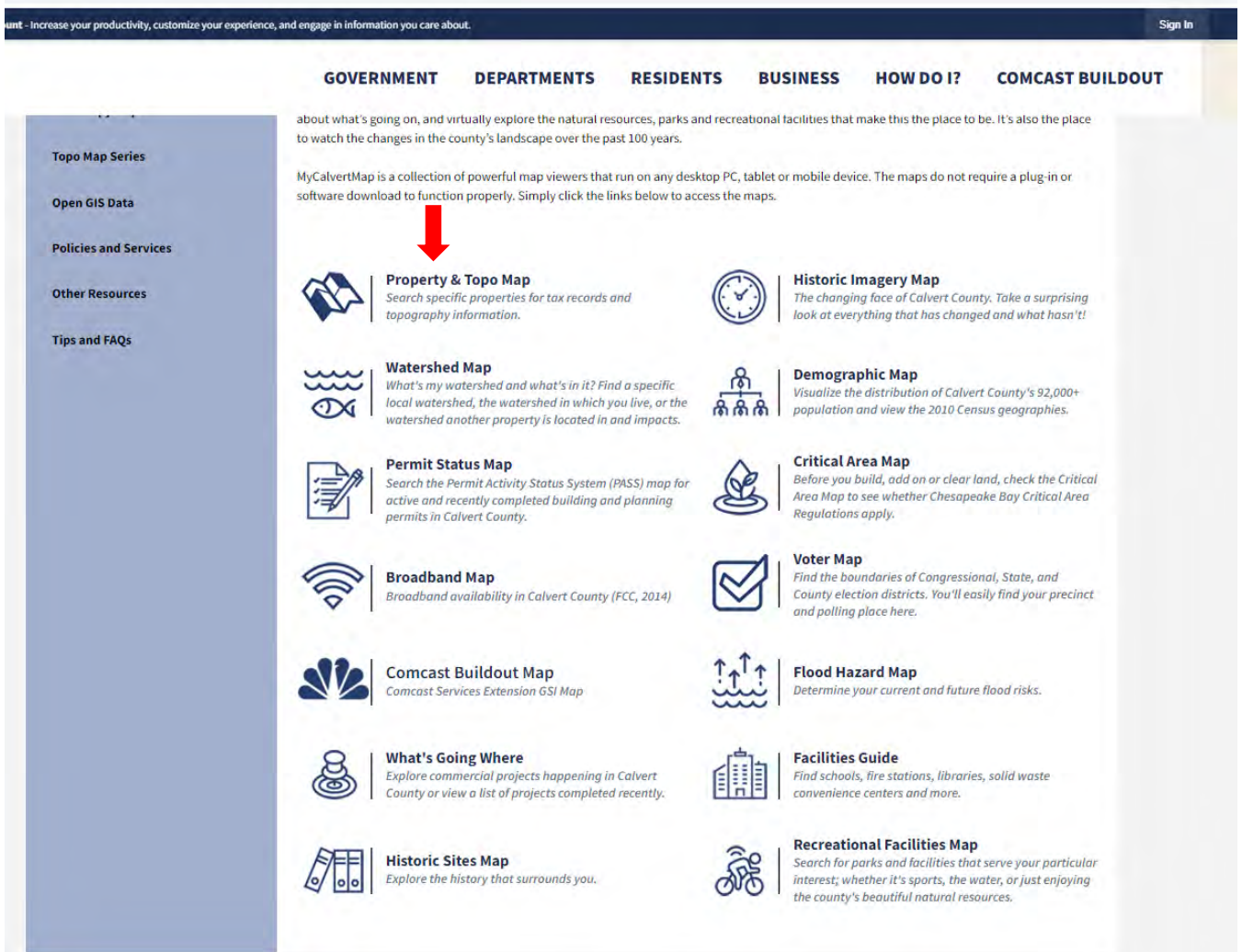
1. Visit Calvert County's website: www.calvertcountymd.gov. It will take you to the main screen shown below.



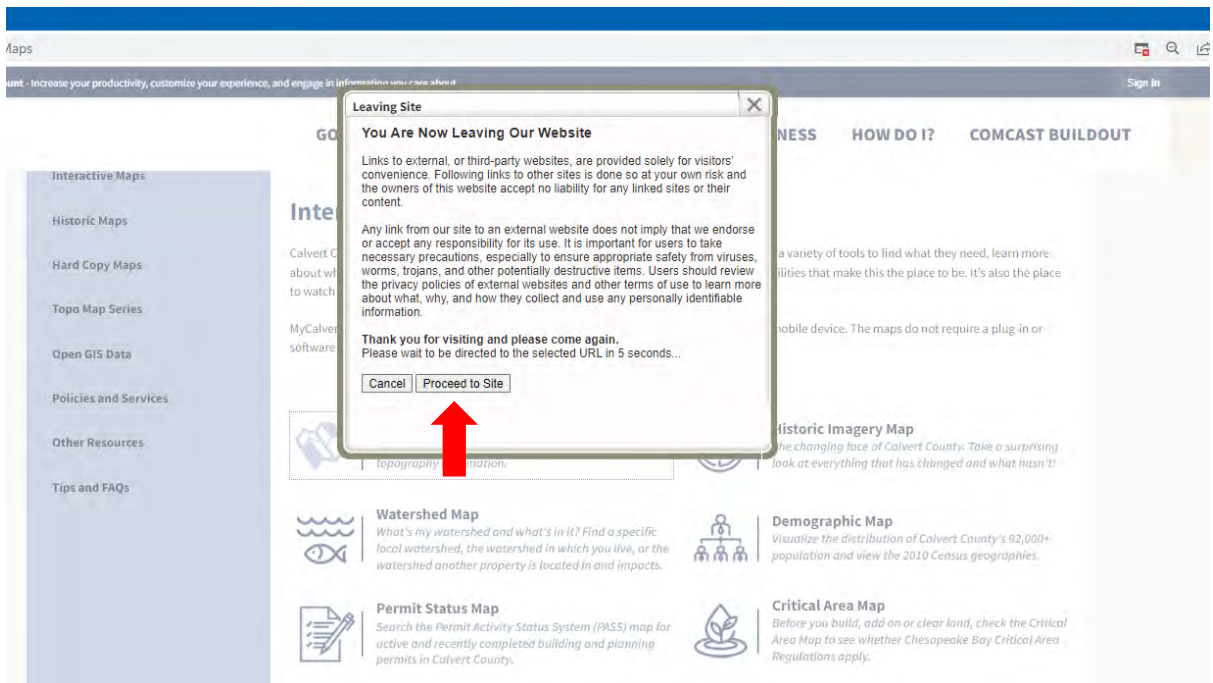
2. Hover over the Residents tab found at the top of the screen and scroll down to County Maps



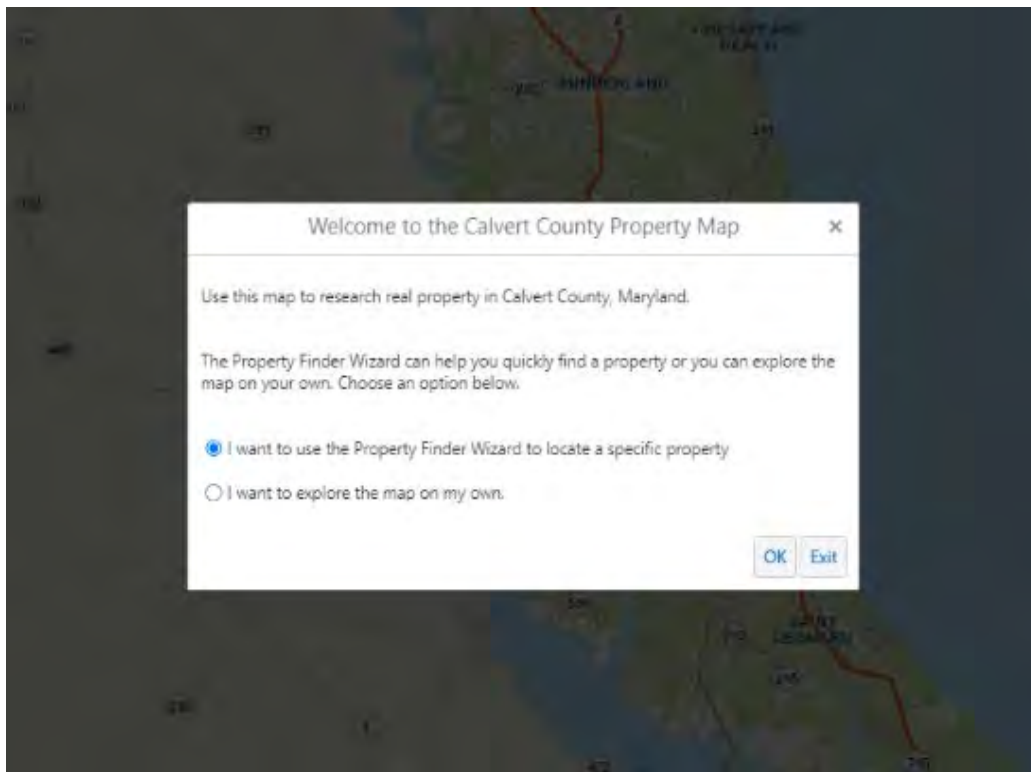
- After you click on “County Maps” it will take you to the main screen with all of the different maps available. For drawing site plans, please use the Property and Topography Maps. Other maps are available on this main screen as well, including a critical area map if you’re unsure if BAT will be necessary.



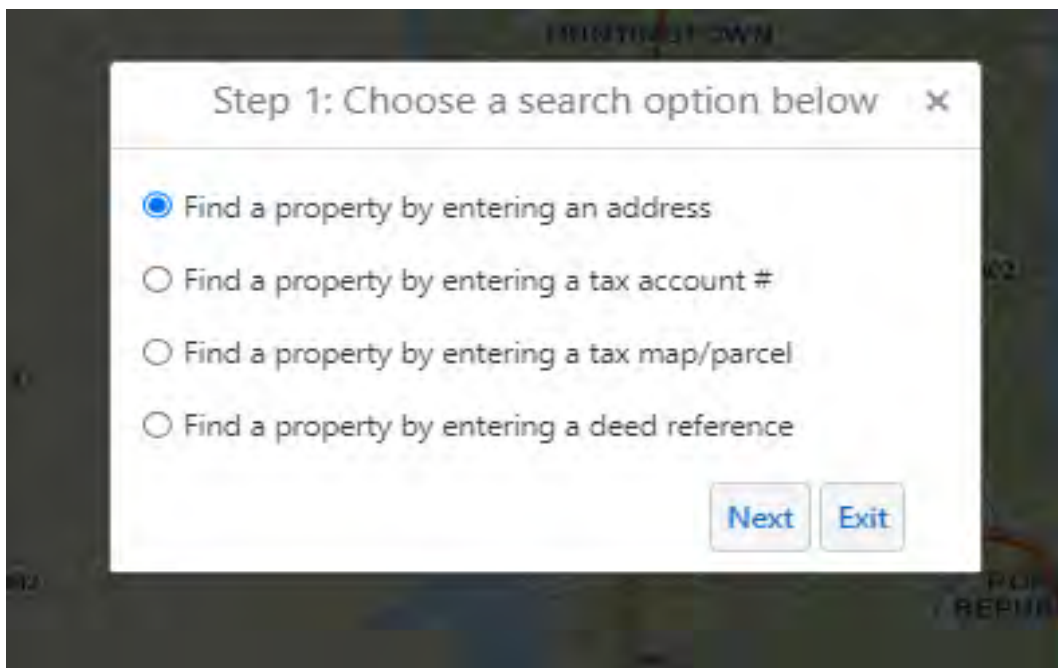
- After clicking on Property & Topo Map. You will receive a notification that you are leaving the website. Click, Proceed to Site.



5. Once you are redirected to the new site, a prompt will appear to use the Property Finder Wizard to locate a specific property or explore the map on your own.



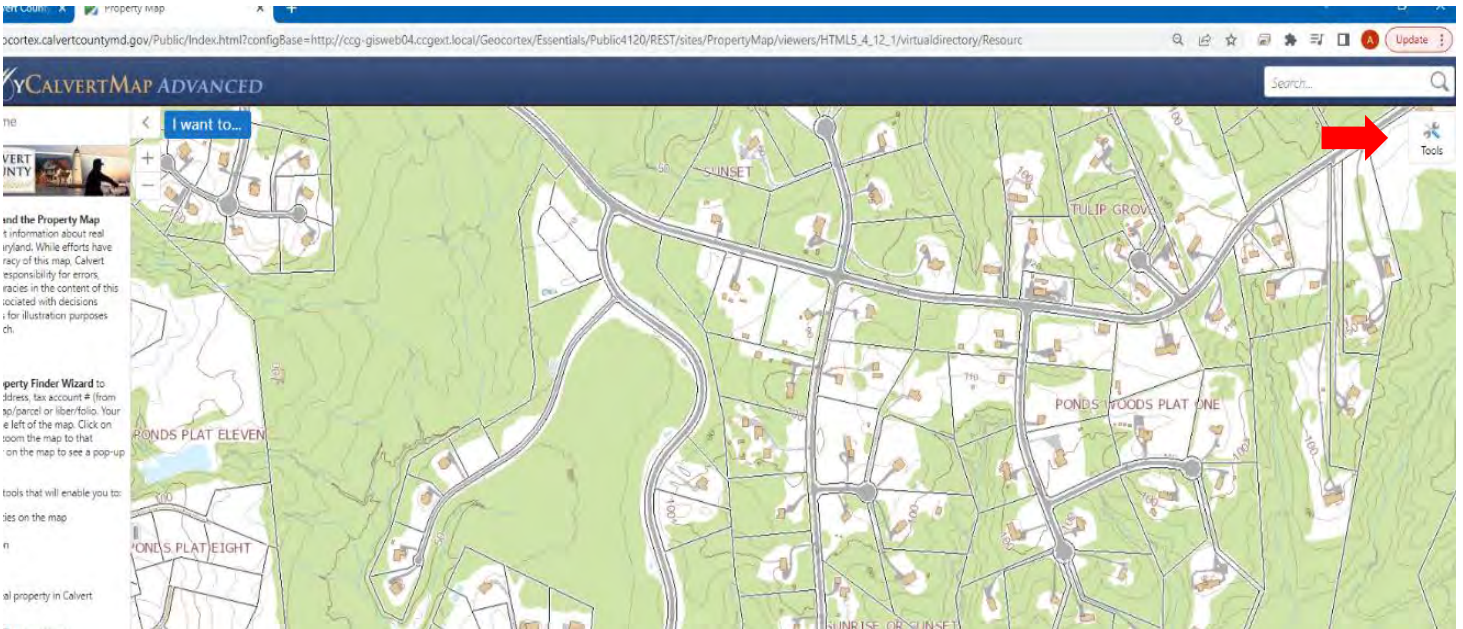
You can use the Property Finder to locate a specific property or explore the map on your own. You can find a property by entering an address, entering a TAX ID#, Map/ Parcel, or deed reference.



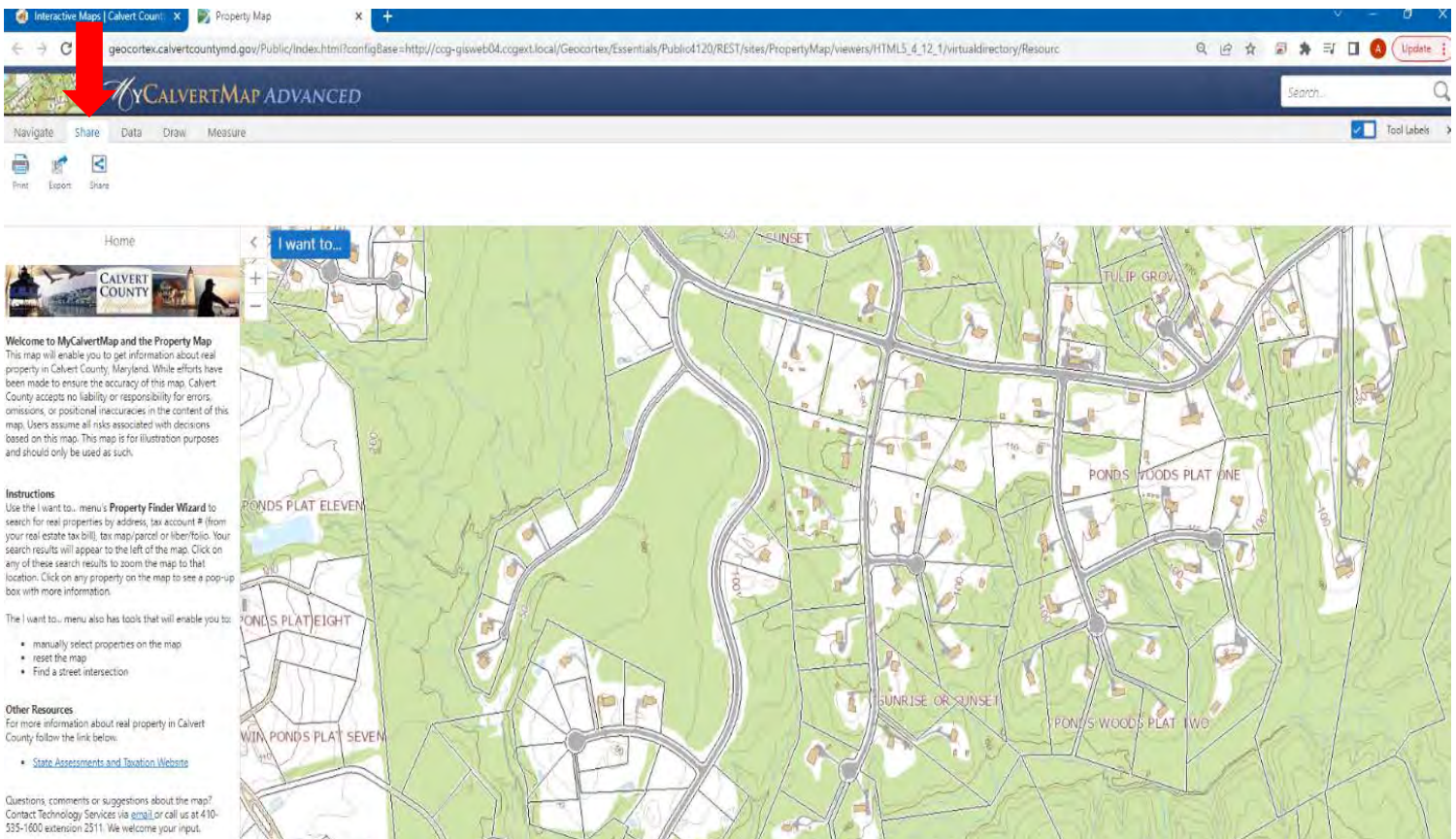
Printing County Topography Maps

Once you located the property in question, you can print a topography map to draw your site map.

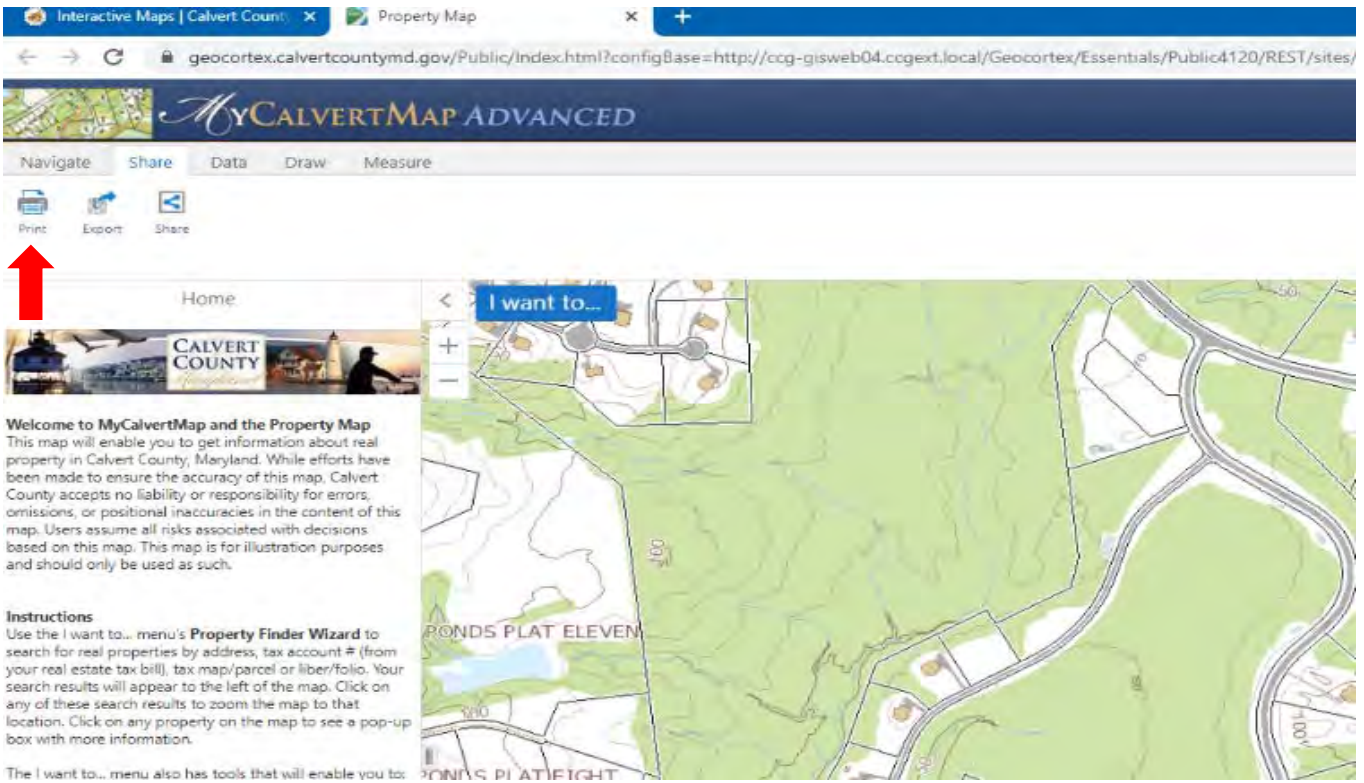
1. Start by clicking “Tools” found in the upper right hand corner.



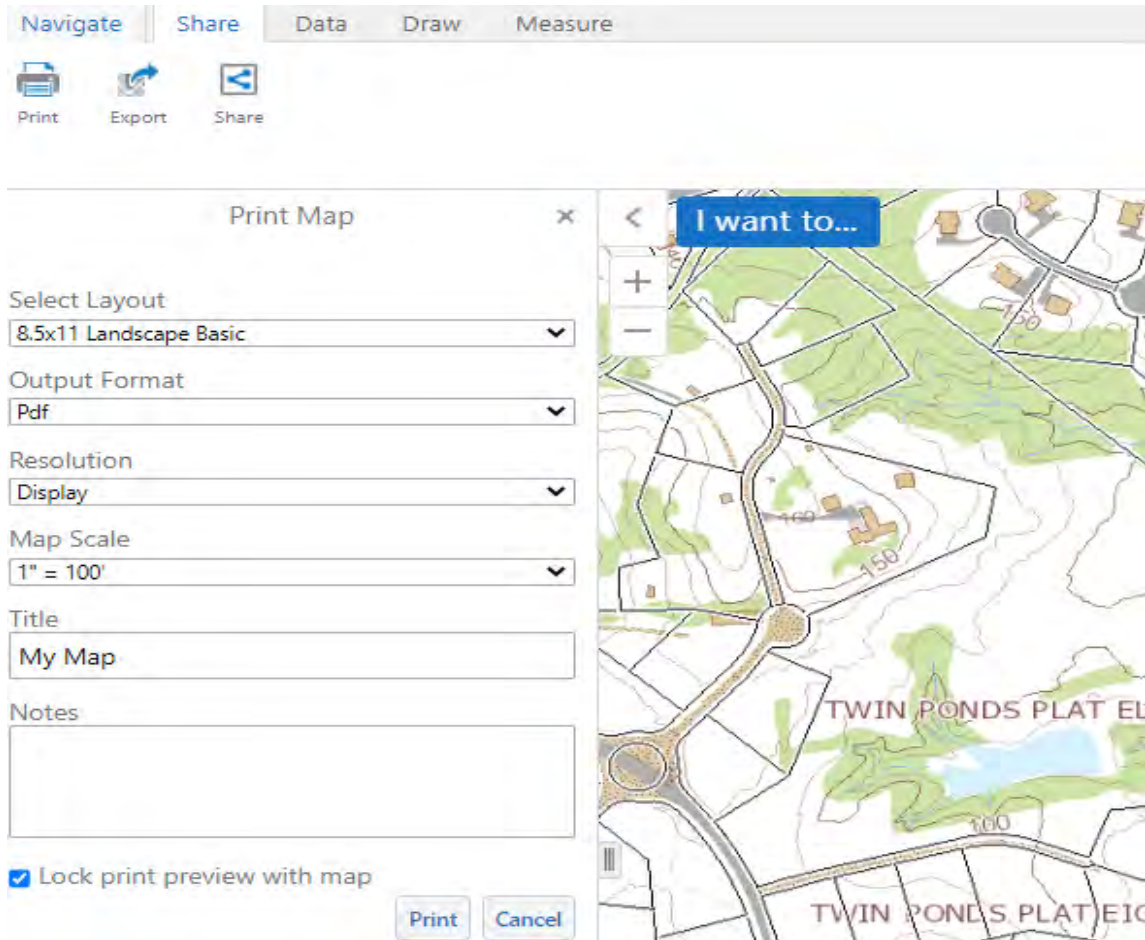
2. Then, click “Share” found at the upper left hand side of the screen.



3. Click "Print" found under "Share".

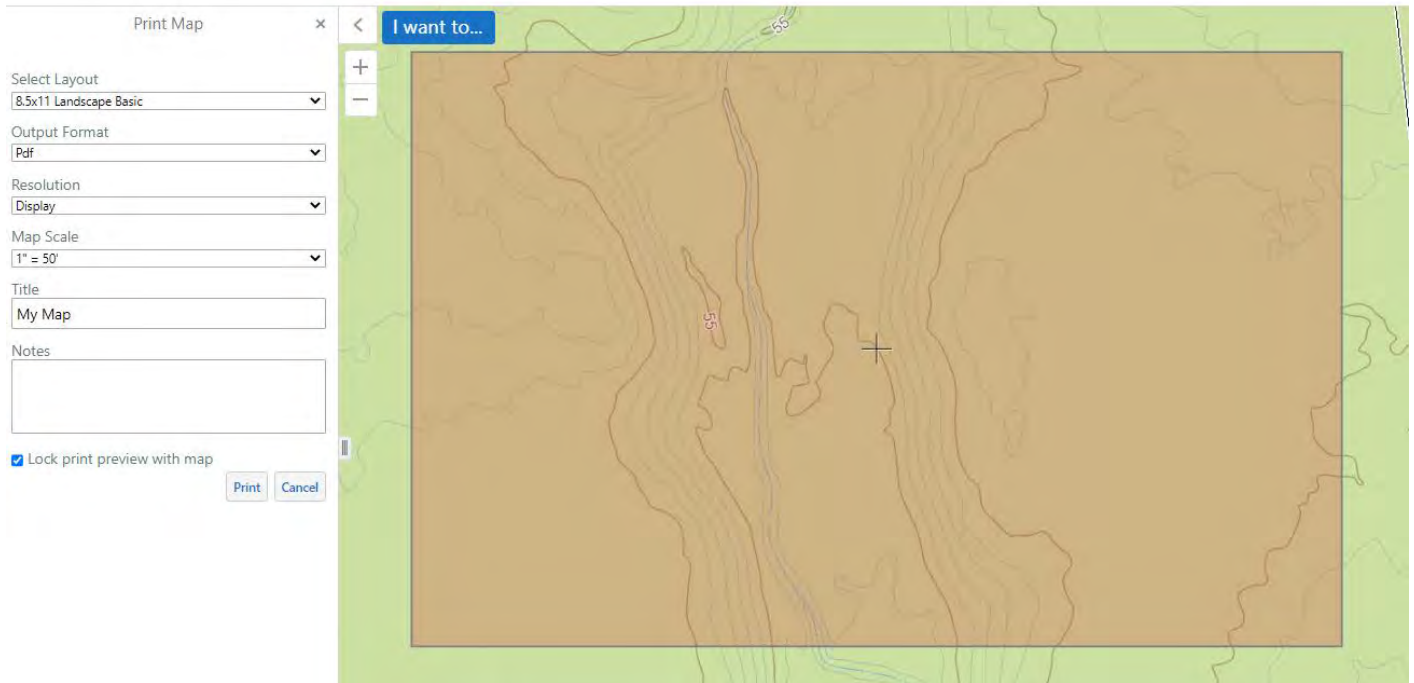


4. A sidebar will appear giving you options for Layout, Output Format, Resolution, Map Scale, Title, and Notes.

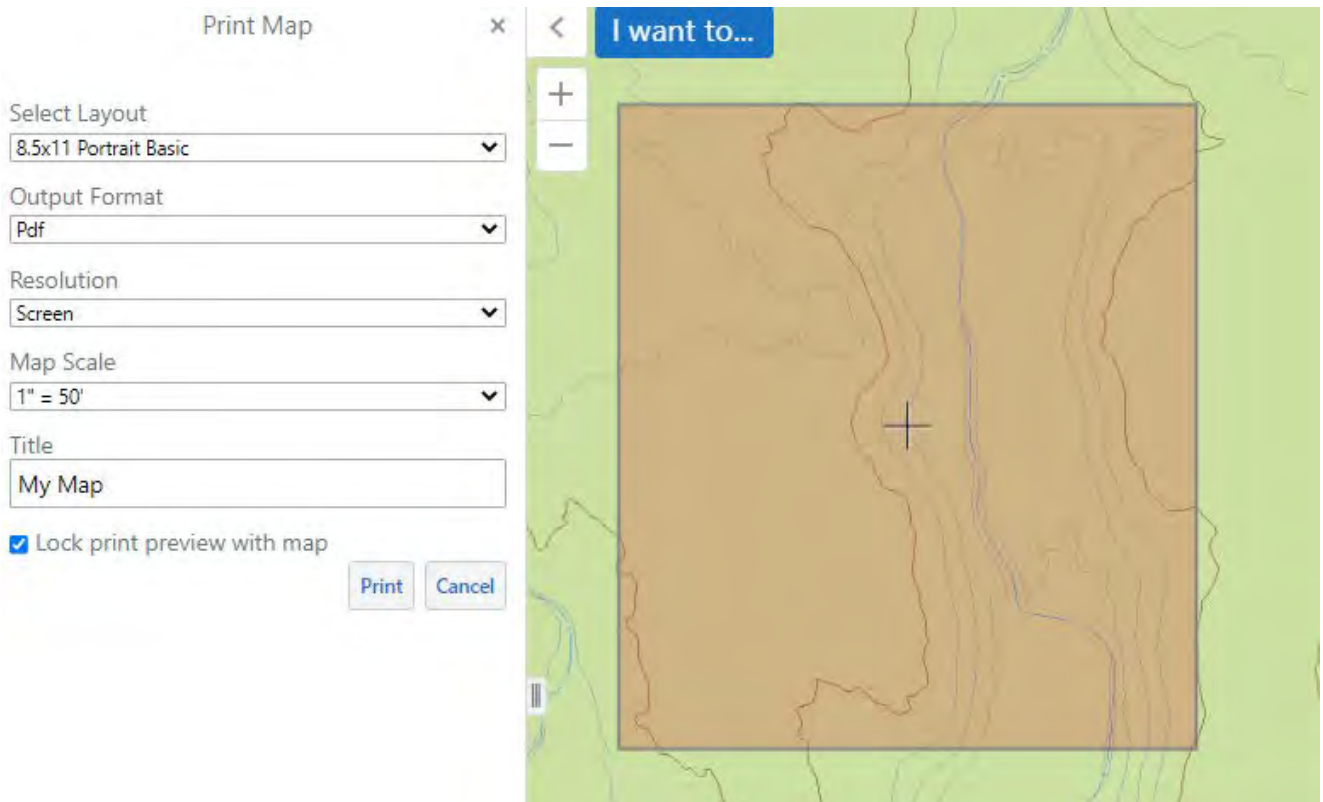


5. Change the settings to fit your needs. Under “Select Layout” you can change the positioning of the page to print either Landscape or Portrait. This is also where you would change your paper size. Please be sure to print the maps on the correct paper size to ensure the plan prints to scale. 8.5X11 is a standard piece of paper and will be the first two options available under “Select Layout”.

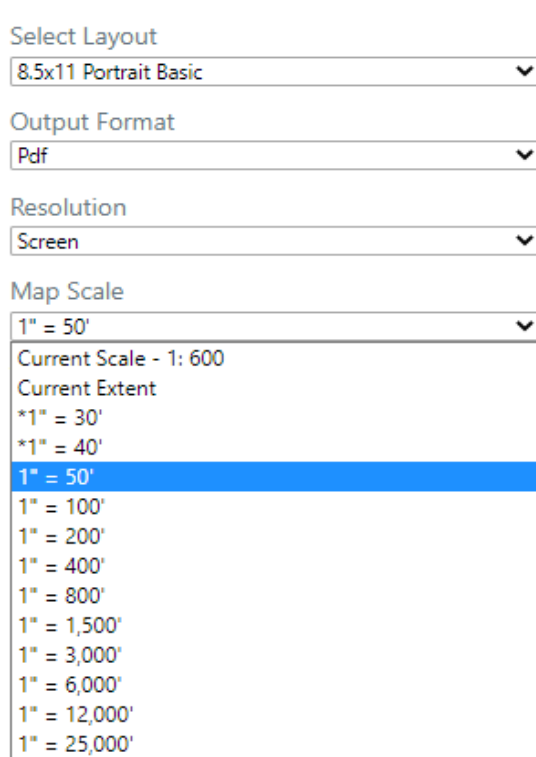
Landscape:



Portrait:



6. You also have the option to change the scale of the plan that will be printed. Options include: Current scale, current extent, 1"= 30', 1"=40', 1"= 50', 1"= 100', etc.
- a. Note: The smaller the scale, the more accurate the site drawing. Please avoid printing a map using the current scale, current extent, or 1"= 100' (or greater) scale.



The screenshot shows a software interface with several dropdown menus. The 'Map Scale' dropdown is open, displaying a list of scale options. The options are: 1" = 50' (highlighted in blue), Current Scale - 1: 600, Current Extent, *1" = 30', *1" = 40', 1" = 100', 1" = 200', 1" = 400', 1" = 800', 1" = 1,500', 1" = 3,000', 1" = 6,000', 1" = 12,000', and 1" = 25,000'.

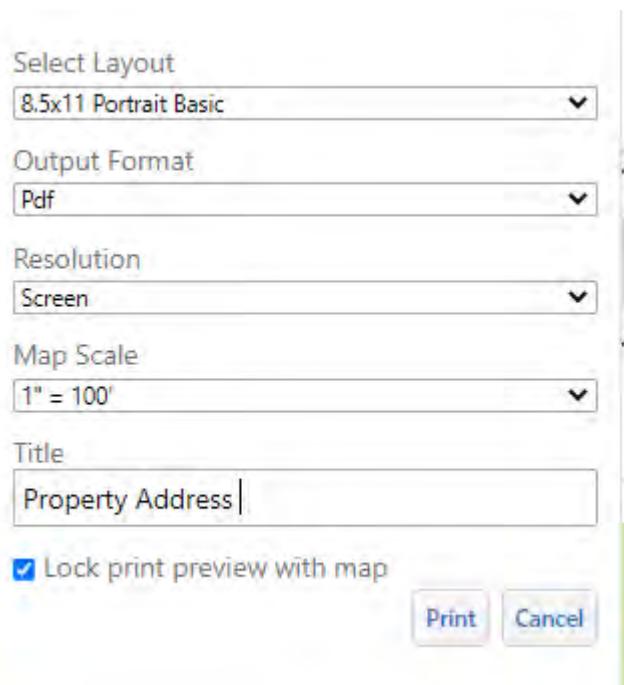
Select Layout
8.5x11 Portrait Basic

Output Format
Pdf

Resolution
Screen

Map Scale
1" = 50'
Current Scale - 1: 600
Current Extent
*1" = 30'
*1" = 40'
1" = 50'
1" = 100'
1" = 200'
1" = 400'
1" = 800'
1" = 1,500'
1" = 3,000'
1" = 6,000'
1" = 12,000'
1" = 25,000'

7. In the "Title" Section, you can add the address of the property if you choose.



The screenshot shows a software interface with several dropdown menus and a text input field. The 'Title' section is visible, with a text input field containing 'Property Address'. Below the text input field is a checked checkbox labeled 'Lock print preview with map'. At the bottom right, there are 'Print' and 'Cancel' buttons.

Select Layout
8.5x11 Portrait Basic

Output Format
Pdf

Resolution
Screen

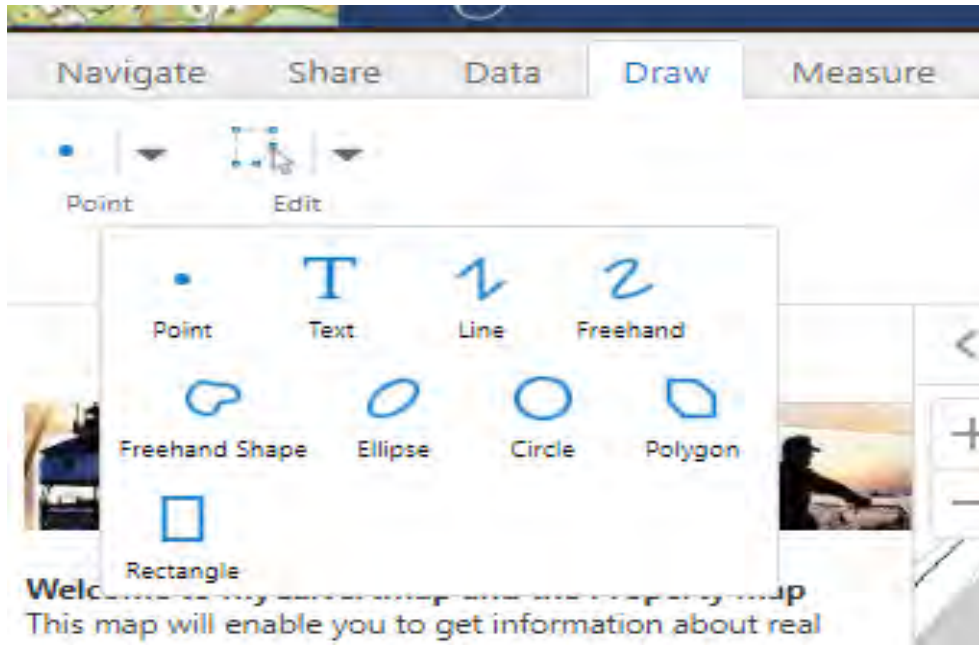
Map Scale
1" = 100'

Title
Property Address

Lock print preview with map

Print Cancel

8. Drawing tools are also available under “Draw” where you have the ability to add points, text, freehand shapes, etc.



9. Measuring tools are also available under “Measure” Click Measure, then follow the prompt on the screen.

