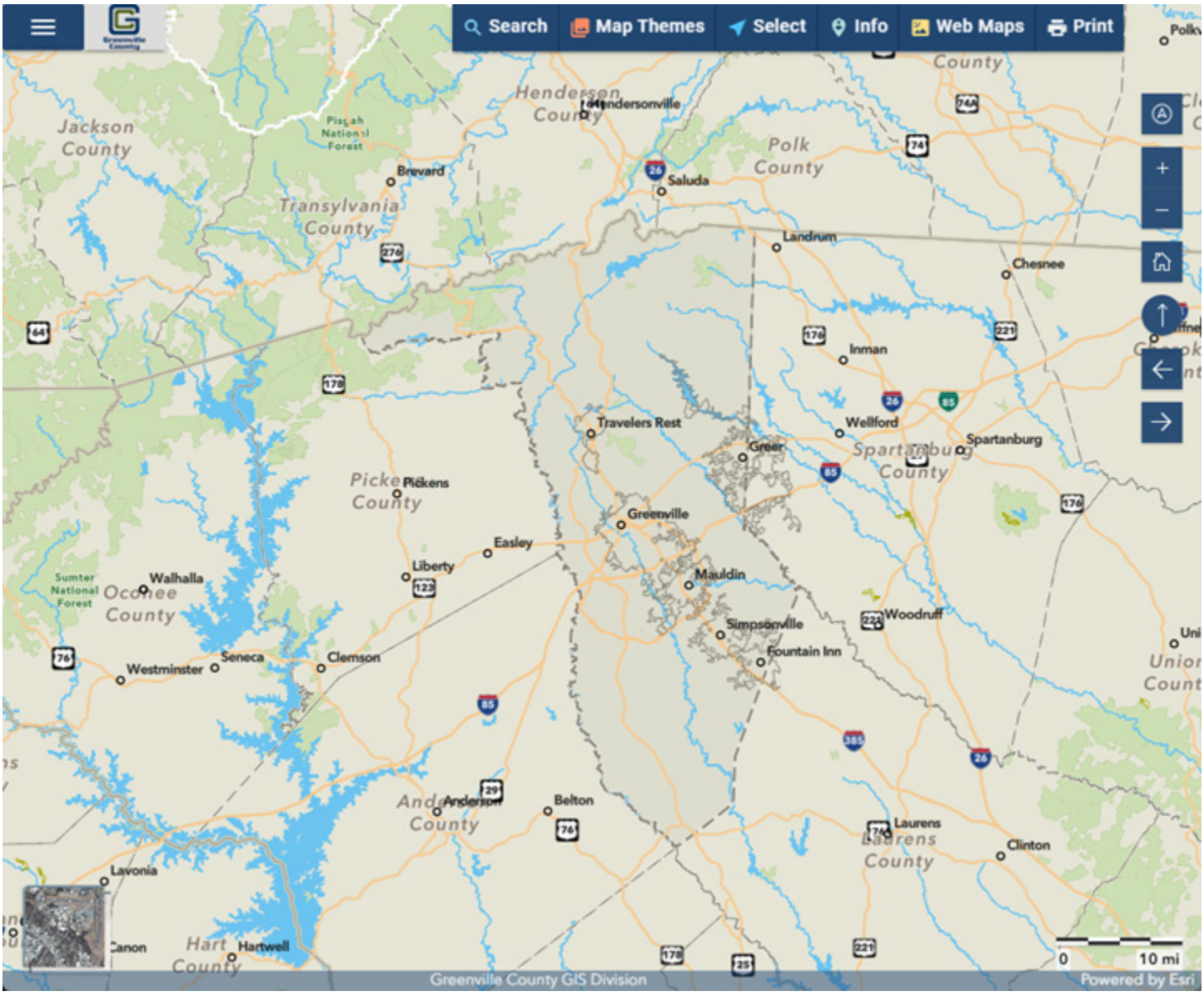
Greenville County Maps
User's Guide



Greenville County

Geographic Information Systems

February, 2026

INTRODUCTION 4

APPLICATION LAYOUT 5

MAIN MENU 6

SEARCH 7
MAPS 7
TOOLS 8
LINKS / OTHER 8

QUICK TOOLS 9

SCALE BAR 9

TOGGLE BASEMAP 10

NAVIGATION 12

SEARCH 14

FIND ADDRESS 19

FIND AN ADDRESS 19
FIND A STREET INTERSECTION 20
TAX PARCEL SEARCH EXAMPLE 21

SELECT ON MAP 35

SELECT A FEATURE WITH A POINT 36
SELECT ONE OR MORE FEATURES WITH A LINE 37
SELECT ONE OR MORE FEATURES WITH A SHAPE (POLYGON) 39
SELECT FEATURES WITHIN A BUFFER DISTANCE OF A POINT, LINE, OR SHAPE 41
SELECT FEATURES WITHIN A DISTANCE OF ONE OR MORE SELECTED FEATURES 42
SELECT FEATURES (IN THE SELECTABLE LAYER) DISPLAYED IN THE CURRENT MAP VIEW 44

ADVANCED SEARCH 48

ADVANCED SEARCH EXAMPLE 48

SALES SEARCH 53

RESIDENTIAL SALES SEARCH EXAMPLE 53
COMMERCIAL SALES SEARCH EXAMPLE 57

MAPS 60

MAP THEMES 61

BASEMAP GALLERY 62

MAP LAYERS 63

LEGEND 66

BOOKMARKS 67

PRINT 69

TOOLS 74

COMMUNITY INFORMATION 75

WEB MAPS 75

COMPARE MAPS 76

SKETCH 77

ELEVATION PROFILE 80

MEASURE 81

EXPORT MAP 84

ADDITIONAL TOOLS 87

APPENDIX A 91

MOBILE DEVICE NAVIGATION 91

PAN 91
ZOOM-IN 91
ZOOM-OUT 91
FULL EXTENT 91
DESKTOP FEATURES NOT AVAILABLE ON MOBILE DEVICES 91

Introduction

This application was developed using ESRI's JavaScript API. It is designed to work seamlessly across all major desktop browsers and on mobile devices such as smartphones and tablets.

The desktop environment offers users tools and features consistent with the top browsers used on PC and Mac machines.

- Designed and developed to work on all major desktop browsers, including Google Chrome, Firefox, and Microsoft Edge.
- Custom Auto Complete (predictive text) search technology delivers search results with just a few keystrokes.
- Printing, exporting, and reporting features enable users to extract information in formats that best meet their individual needs.

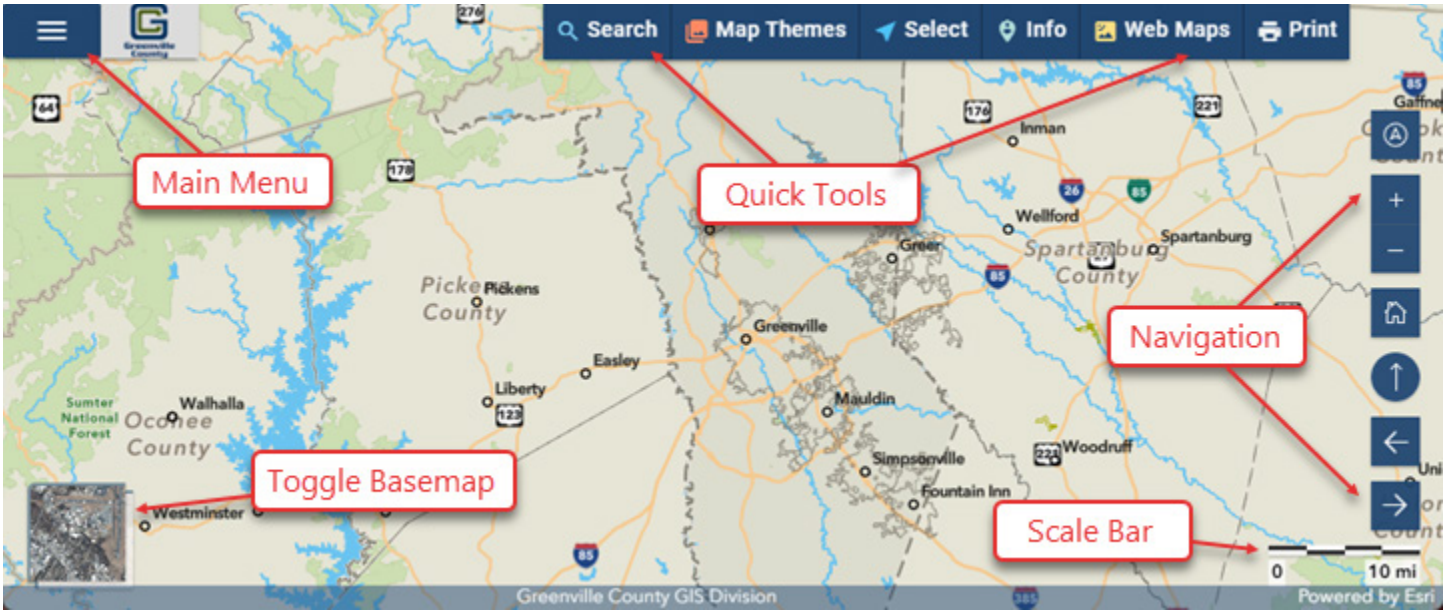
The mobile environment is designed to maximize the use of the smaller screens of phones and tablets, as well as to take advantage of native GPS support on these devices.

- Designed and developed to operate on all major mobile platforms, including Android and iOS.
- Custom drawing tools enable users to annotate, symbolize, and draw graphics on the map using the touch features of mobile devices.

This version of the user's guide is written for the desktop environment. Appendix A explains features and tools specific to the mobile environment.

Application Layout

The mapping application has five main components. Each component provides tools to perform specific tasks.



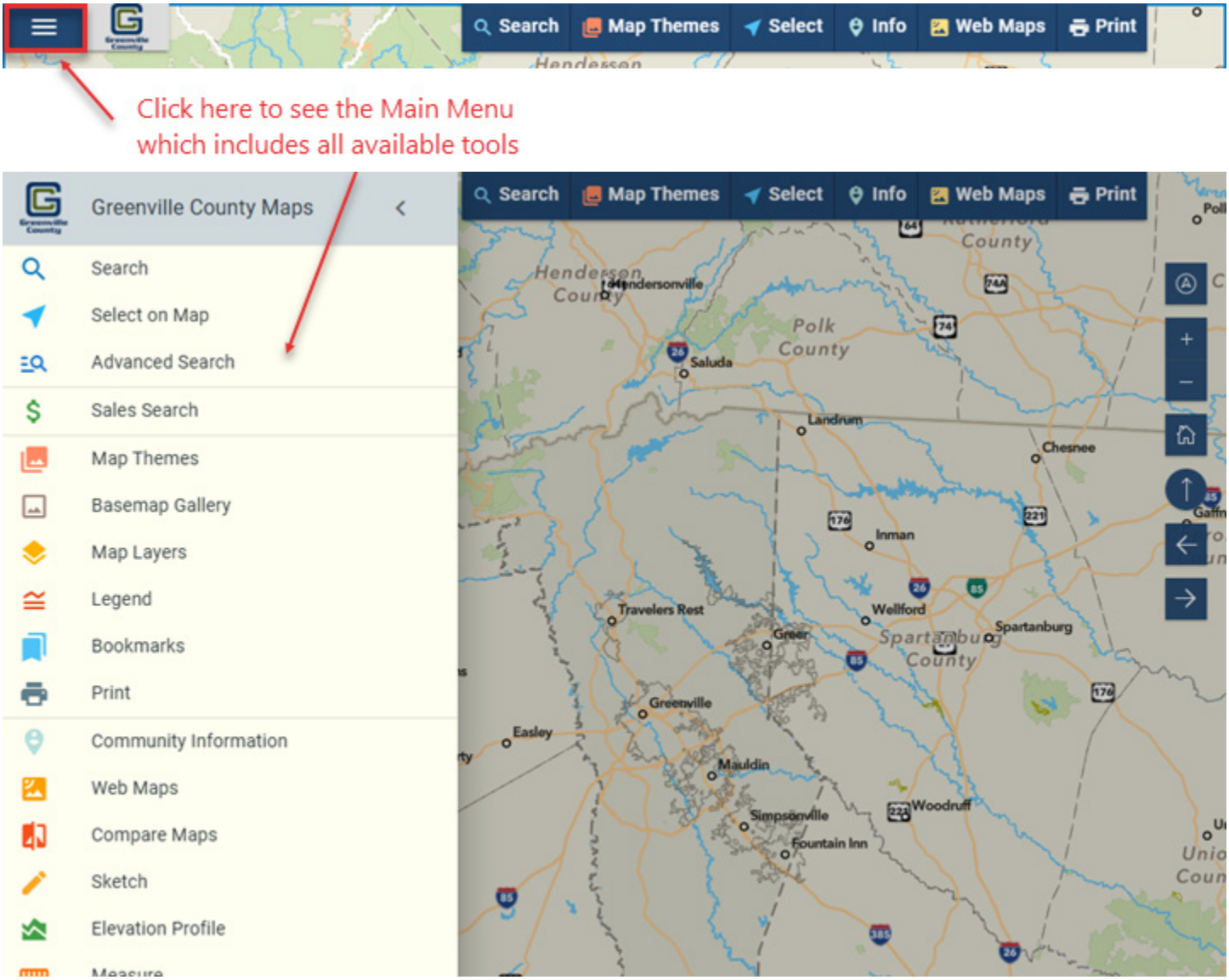
Navigation

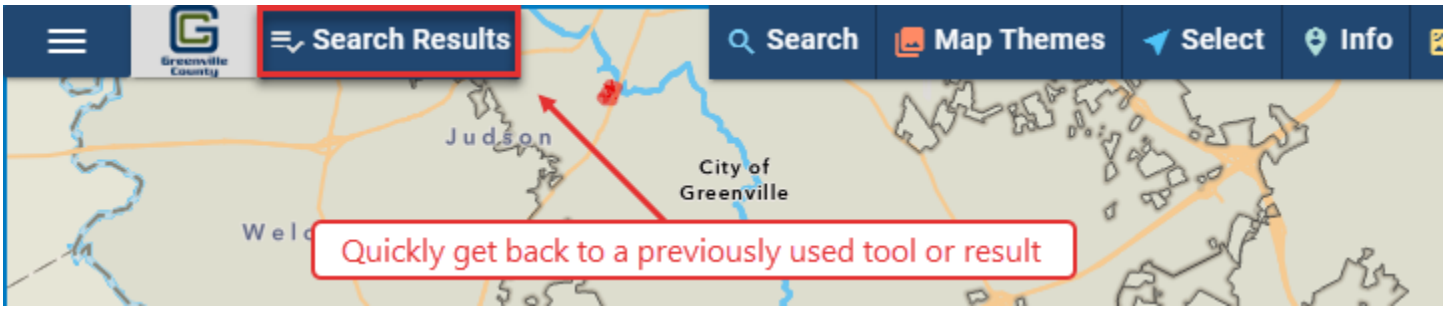
Tools used to move around in the map.

- Start tracking my location
- Zoom-In on the map
- Zoom-Out on the map
- Zoom to the full extent of the map (Default map view)
- Reset map orientation
- Return to previous map extent
- Move from previous map extent to a successive map extent

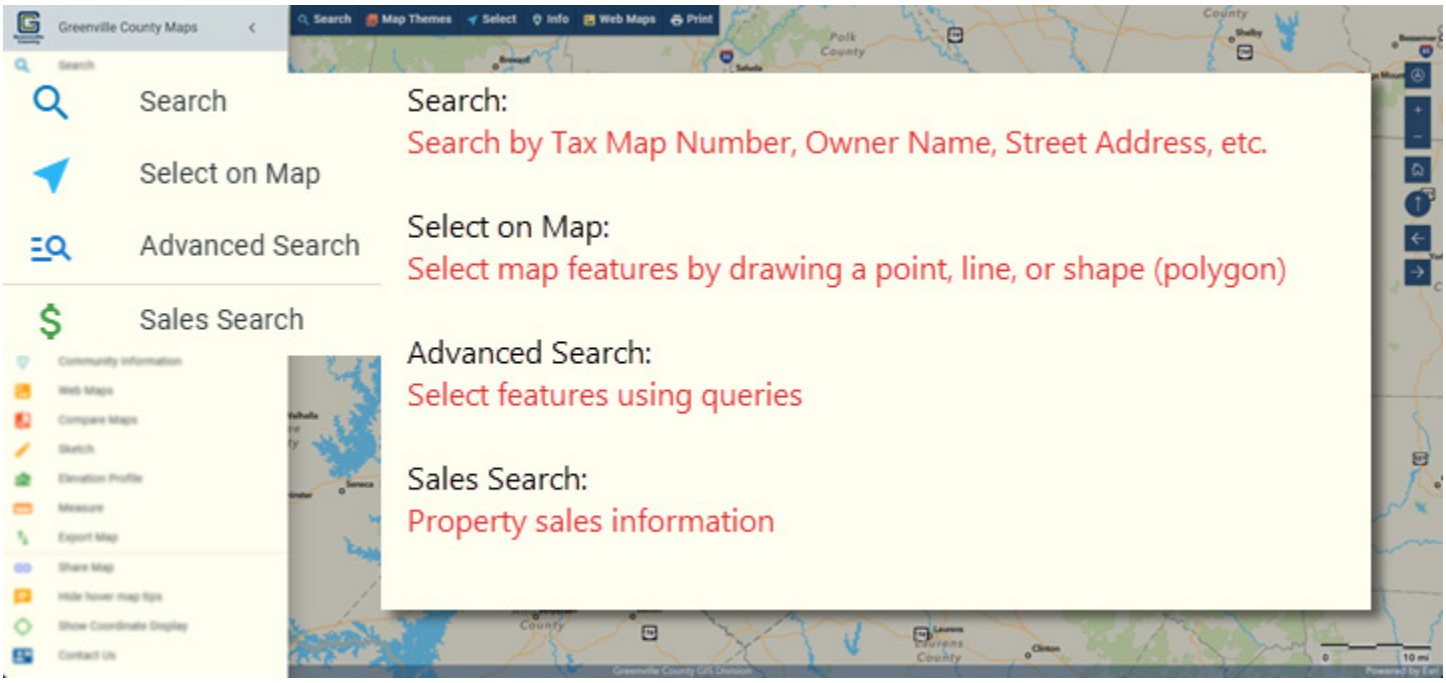
Main Menu

Tools to perform searches, change map content and characteristics, print, and identify features.

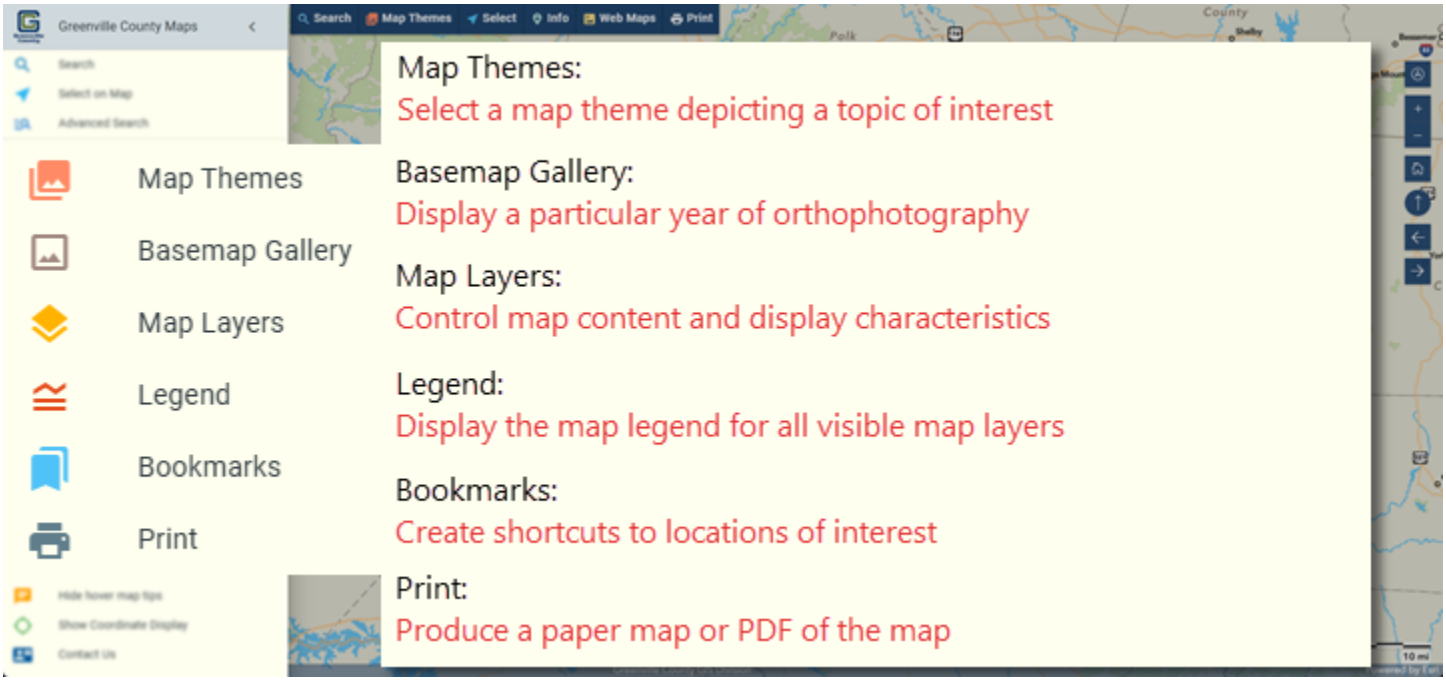




Search

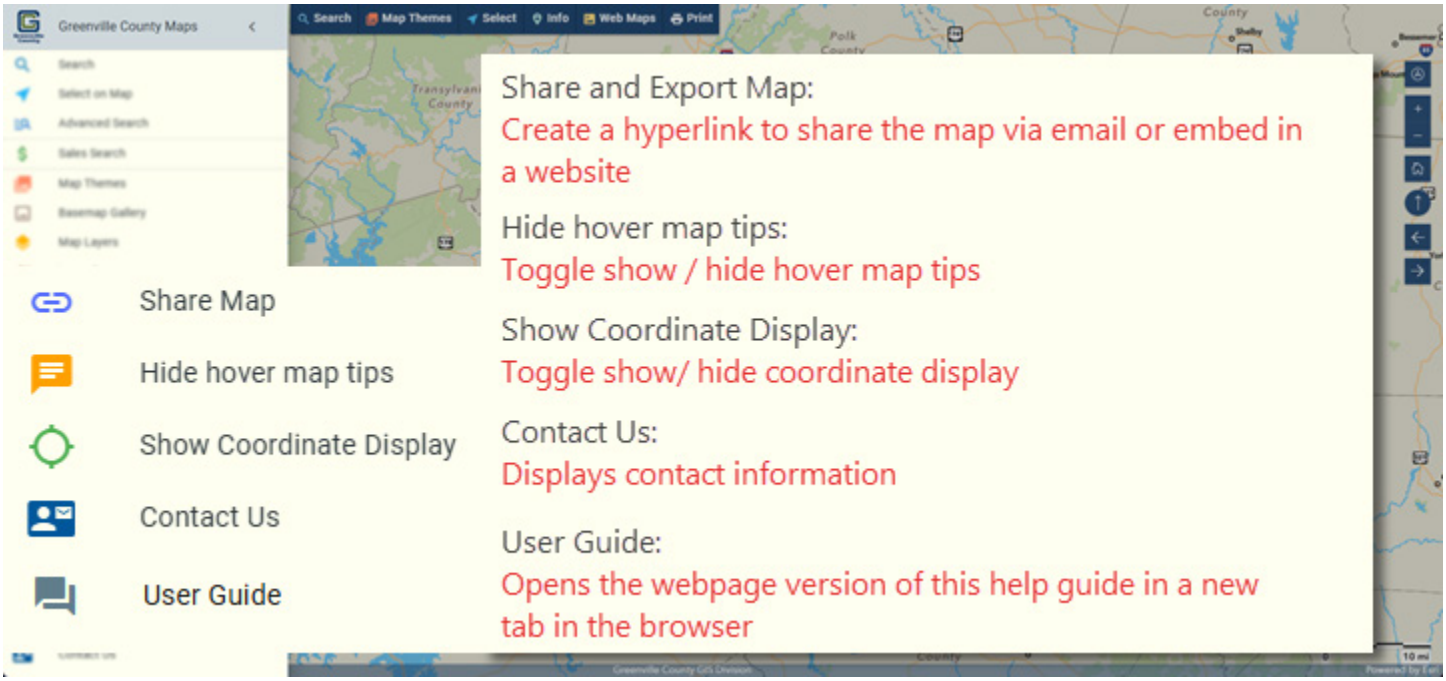

Greenville County Maps
Search
Select on Map
Advanced Search
Sales Search
Search:
Search by Tax Map Number, Owner Name, Street Address, etc.
Select on Map:
Select map features by drawing a point, line, or shape (polygon)
Advanced Search:
Select features using queries
Sales Search:
Property sales information

Maps


Greenville County Maps
Map Themes
Basemap Gallery
Map Layers
Legend
Bookmarks
Print
Map Themes:
Select a map theme depicting a topic of interest
Basemap Gallery:
Display a particular year of orthophotography
Map Layers:
Control map content and display characteristics
Legend:
Display the map legend for all visible map layers
Bookmarks:
Create shortcuts to locations of interest
Print:
Produce a paper map or PDF of the map

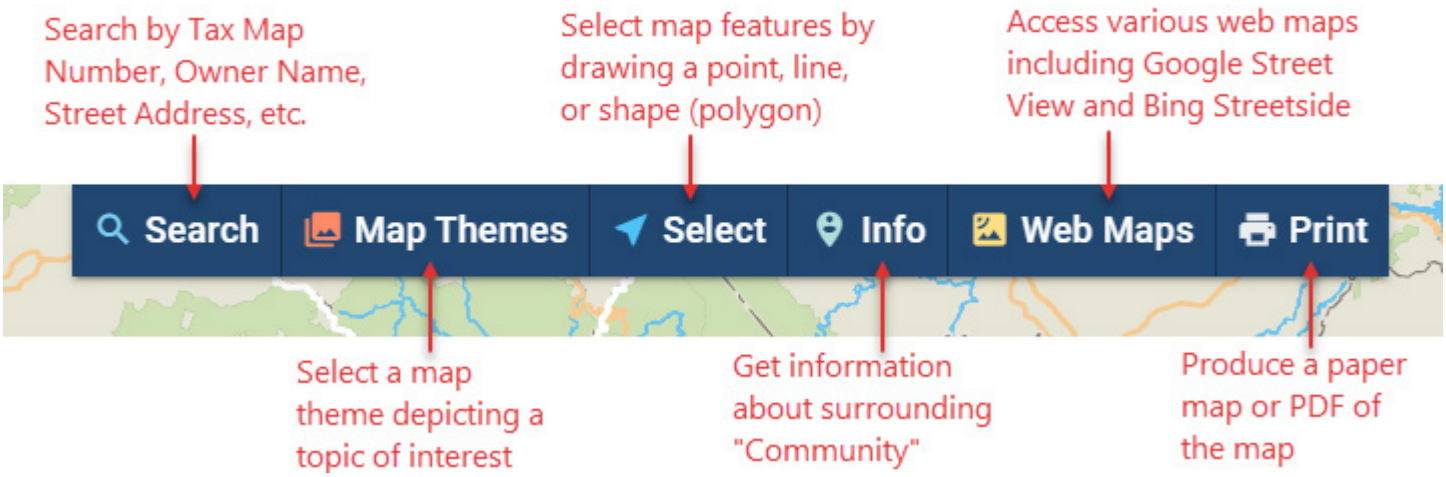
Tools

Links / Other



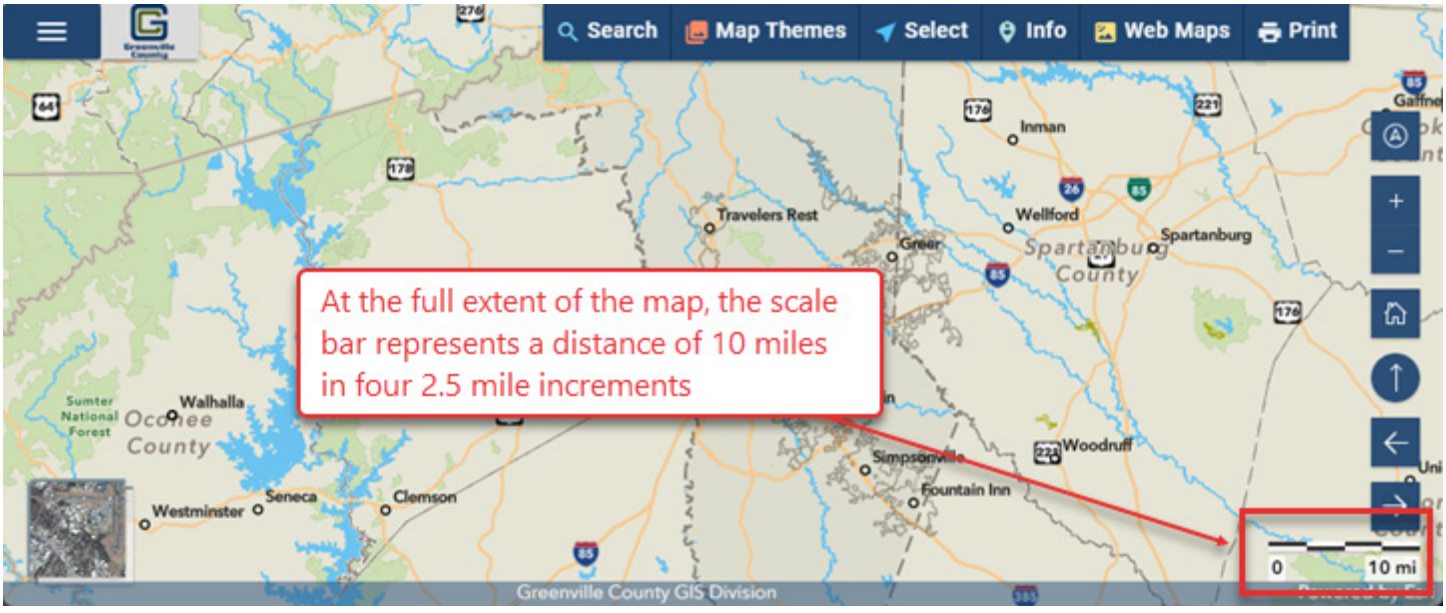
Quick Tools

The Quick Tools menu provides easy access to frequently used tools.



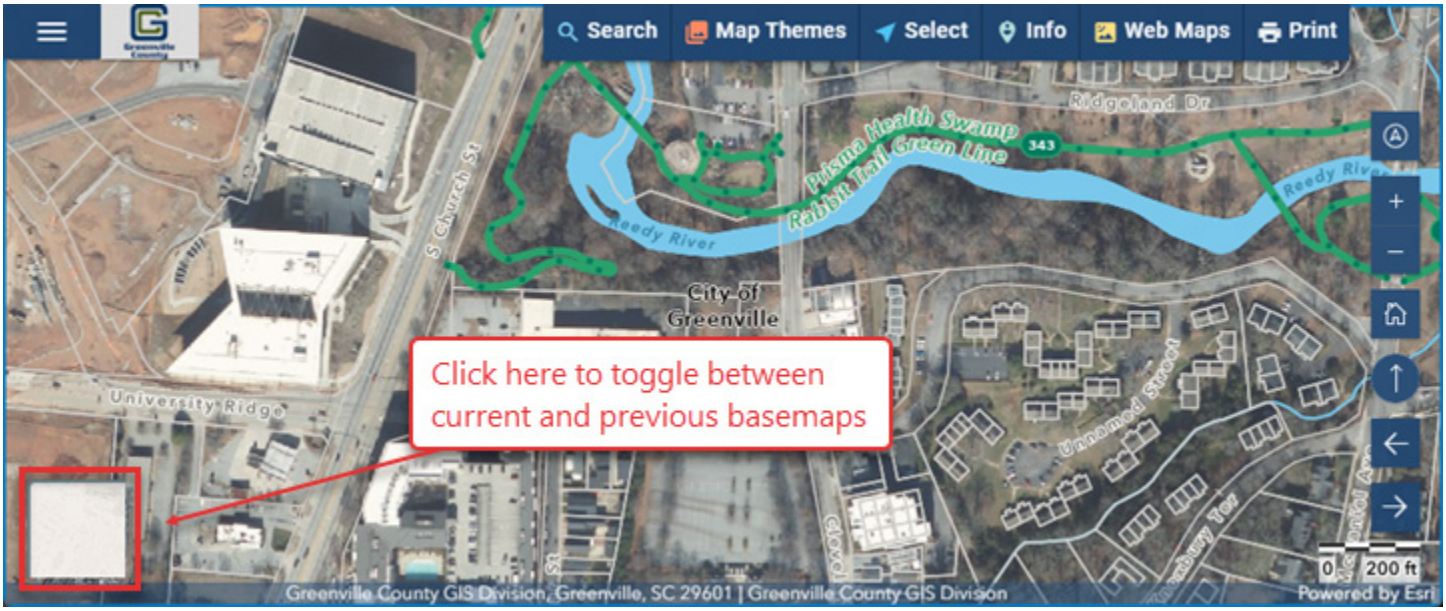
Scale Bar

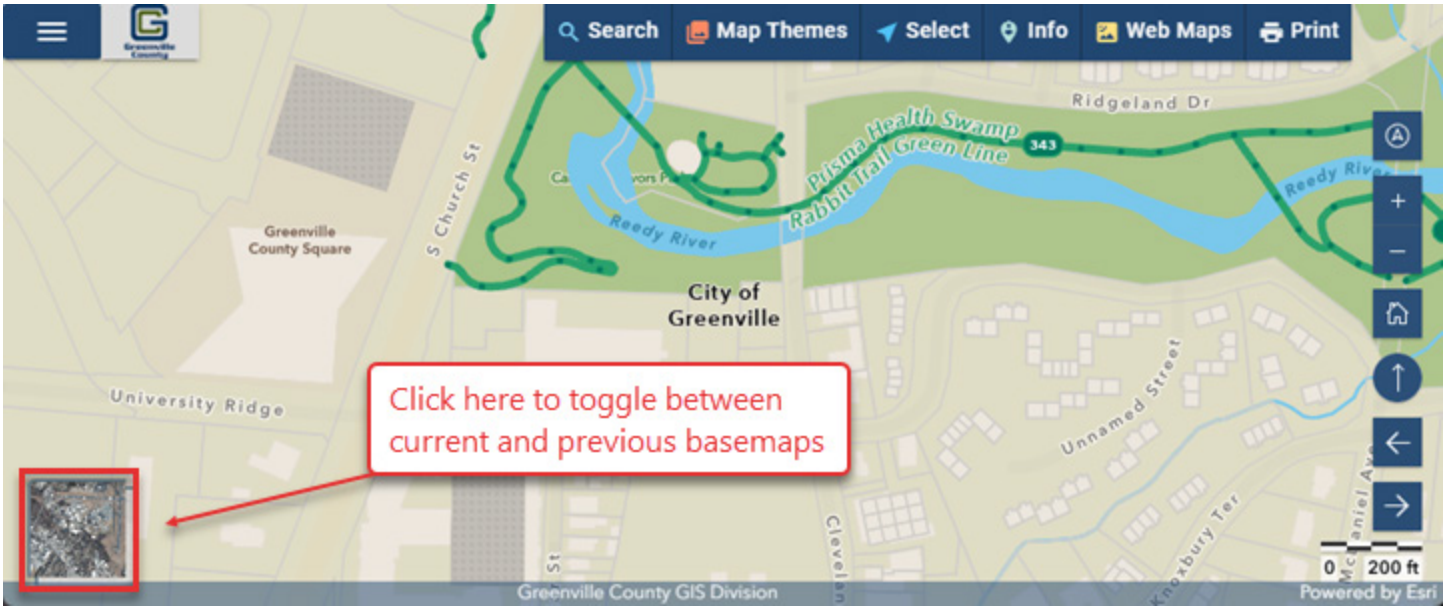
The scale bar, located at the bottom left of the map view, provides a visual reference for the map's scale and helps determine distances. Scale changes, depending on the extent of the map view. At the full extent of the map, the scale bar represents a distance of ten miles.



Toggle Basemap

Use this to toggle between two basemaps. The default basemaps are the County Basemap and the 2025 Aerial Photos. When successive basemaps are chosen, the toggle switches between the current and previous basemap.




Search
Map Themes
Select
Info
Web Maps
Print
Ridgeland Dr
Prisma Health Swamp Rabbit Trail Green Line
343
Reedy River
S Church St
Greenville County Square
City of Greenville
University Ridge
Unnamed Street
Click here to toggle between current and previous basemaps
0
200 ft
Greenville County GIS Division
Powered by Esri

Navigation

The mouse, keyboard, and navigation tools offer ways to efficiently move around the map. Basic map panning and zooming can be done using several different methods.

Pan

Left click and drag the mouse or touchpad to pan across the map

+ Drag =

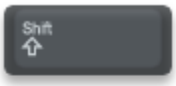
Or, use the arrow keys to pan across the map

↑ Up Arrow Key = North
← Left Arrow Key = West
→ Right Arrow Key = East
↓ Down Arrow Key = South

+ Drag =

Zoom-In

Hold the shift key and left click the mouse.
Then drag the mouse to create a zoom extent box



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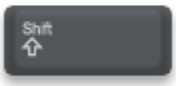
Or, scroll the mouse wheel forward to zoom-in



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Or, double click on the map to zoom-in

Or, use the zoom-in button in the navigation tools

Zoom-Out

Hold the shift key and control key and left click the mouse. Then drag the mouse to create a zoom extent box

Or, scroll the mouse wheel backward to zoom-out

Or, use the zoom-out button in the navigation tools

Use the Default Map View button to return to the full extent of the map.

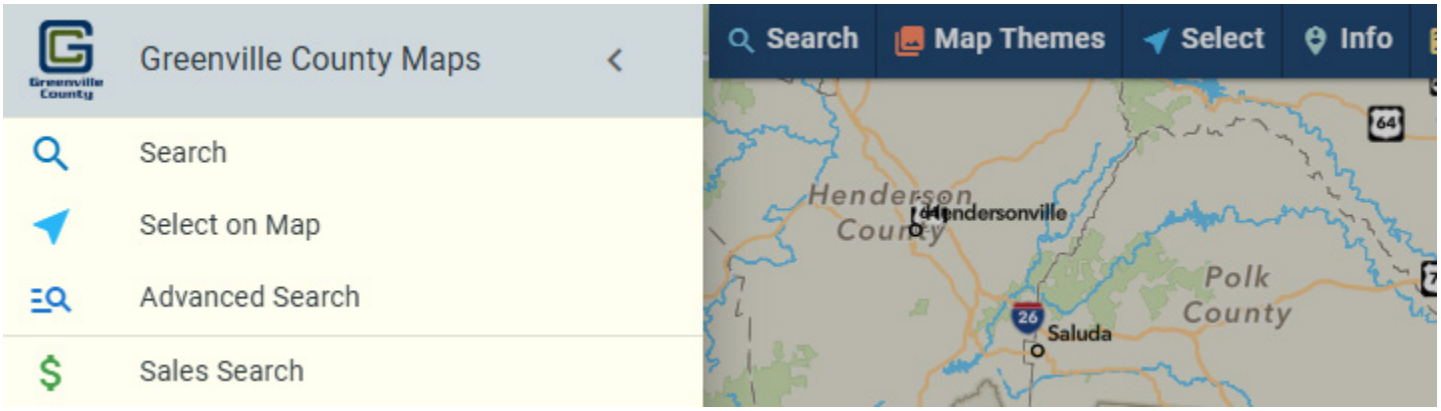
Use the Reset Map Orientation button to orient the map back to a north-south direction.

Use the Previous Extent button to return to the previous map extent after moving to a new map extent.

Use the Next Extent button to move from a previous map extent to a successive map extent.

Search

Query the map to find and display information of interest.



Search – A standard search tool to quickly find property, addresses, roads, subdivisions, schools, post offices, recycling centers, libraries, polling sites, parks, and other map features.

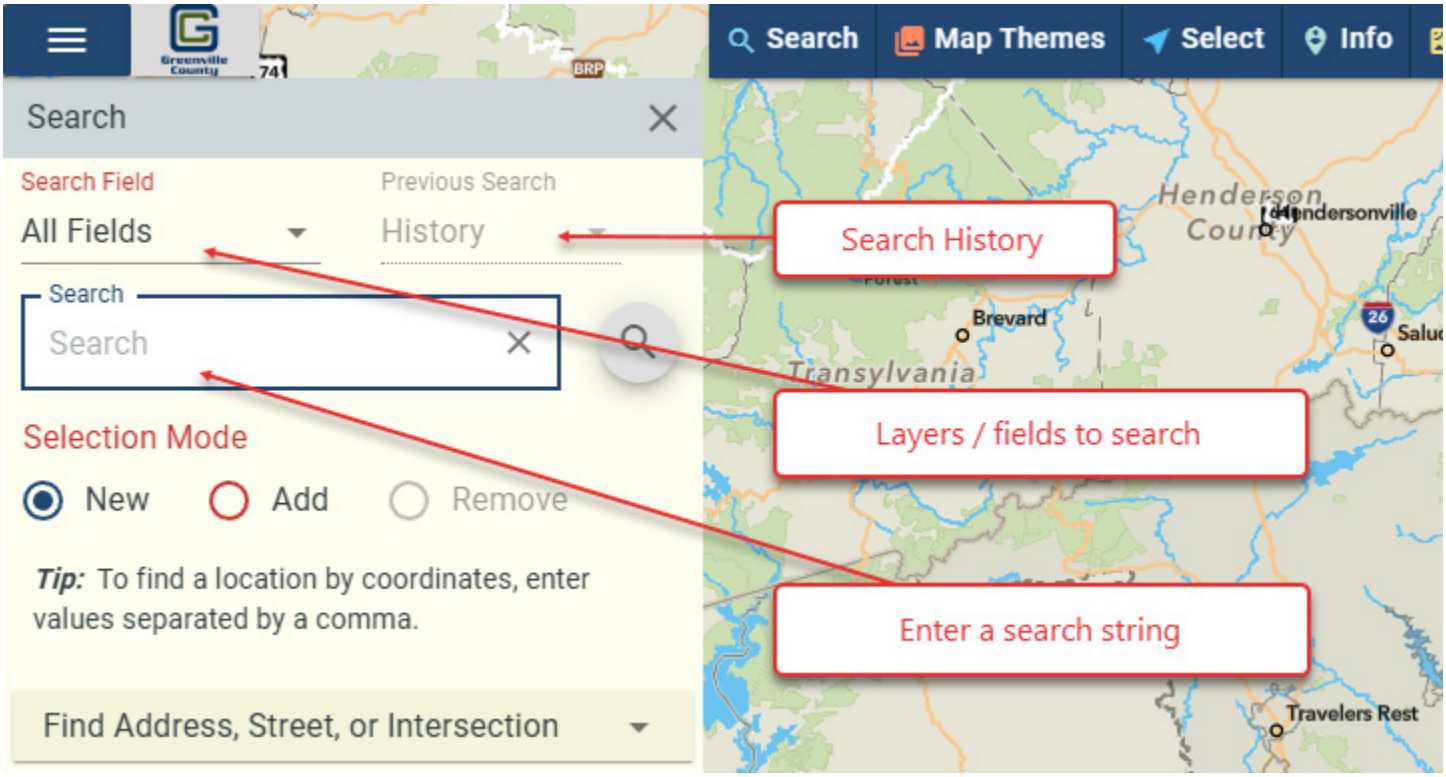
Search includes Find address, street, or intersection – Find a location using an address or an intersection of two streets.

Select on Map – Select map features within a given layer by pointing, drawing a line, drawing a shape (polygon), using the current map view extent, or selecting all features. Additionally, features may be selected using a buffer distance.

Advanced Search – Select, add to an existing selected set, or deselect map features within a given layer using multiple criteria and a set of standard query operators.

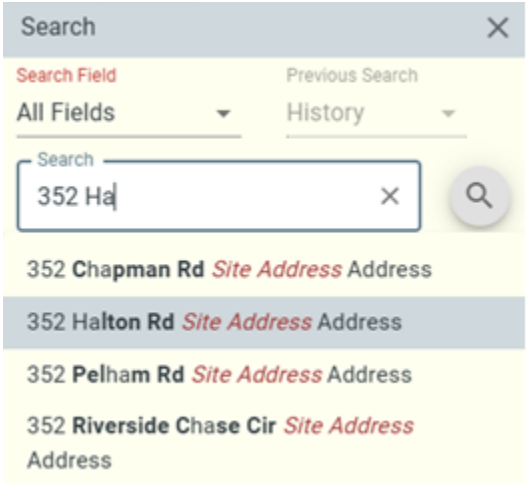
Sales Search – A search tool to identify and locate properties with similar sales characteristics.

Search



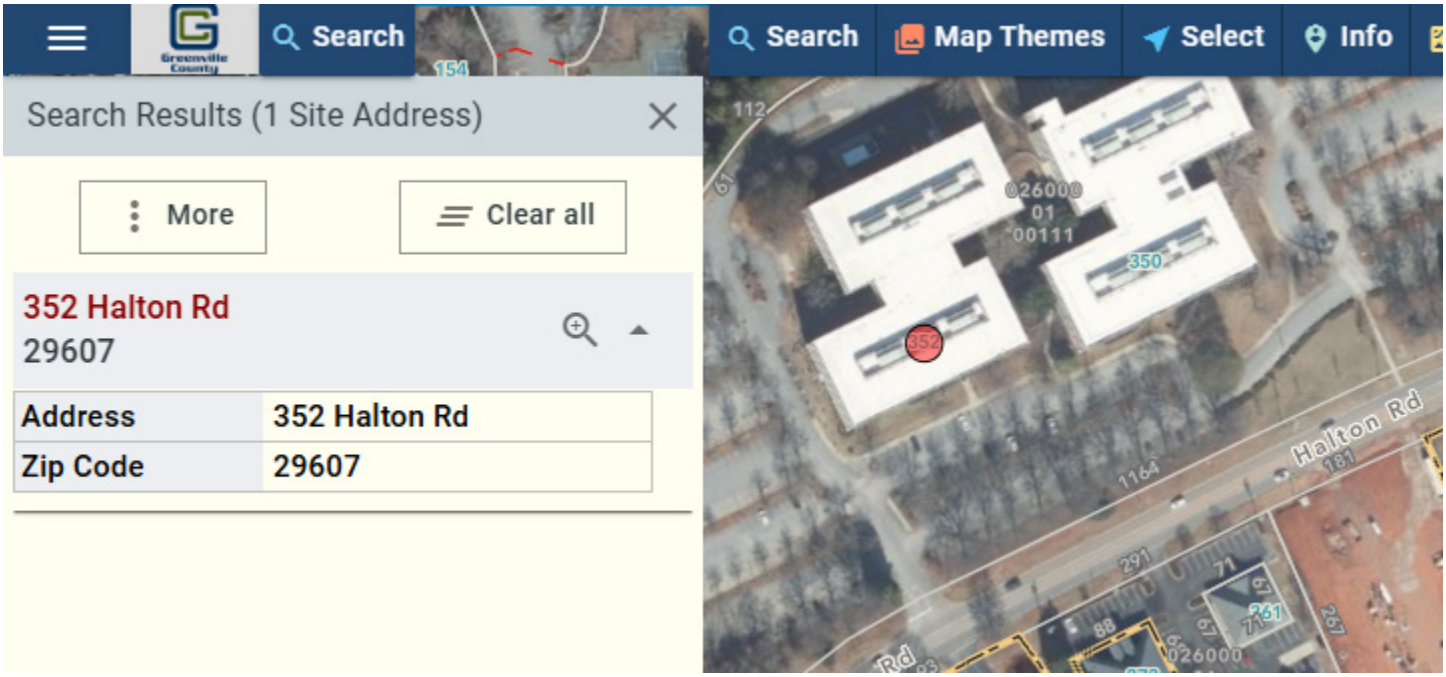
The default search parameters include all searchable fields across all searchable map layers and are recommended in most cases.

To begin, click in the **Search** text box and begin typing a word or phrase (search string) to find, such as a property owner's name, a parcel identification number (PIN), a street address, a subdivision, or a more general term like “recycle” or “post office”. The search engine uses predictive text to find and display records as you enter the search string. It is not necessary (or desirable) to type the entire search string before selecting a record of interest.

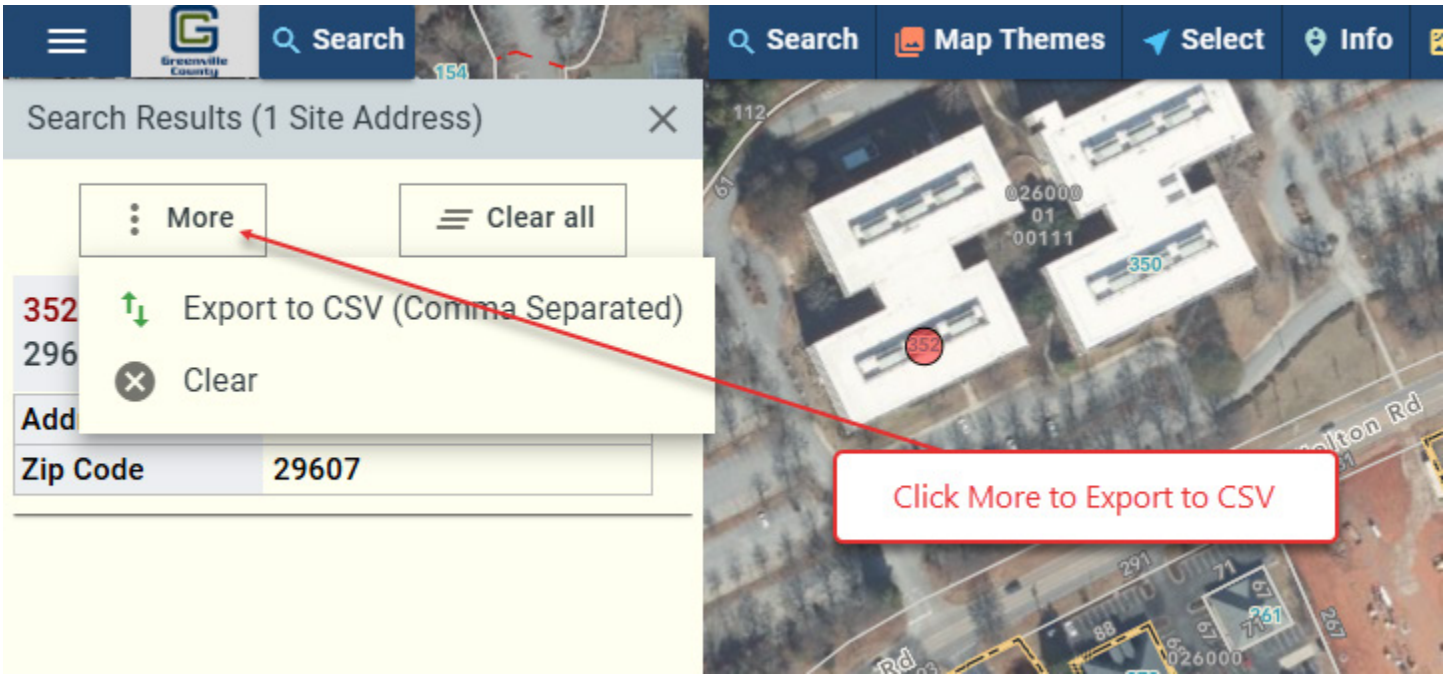


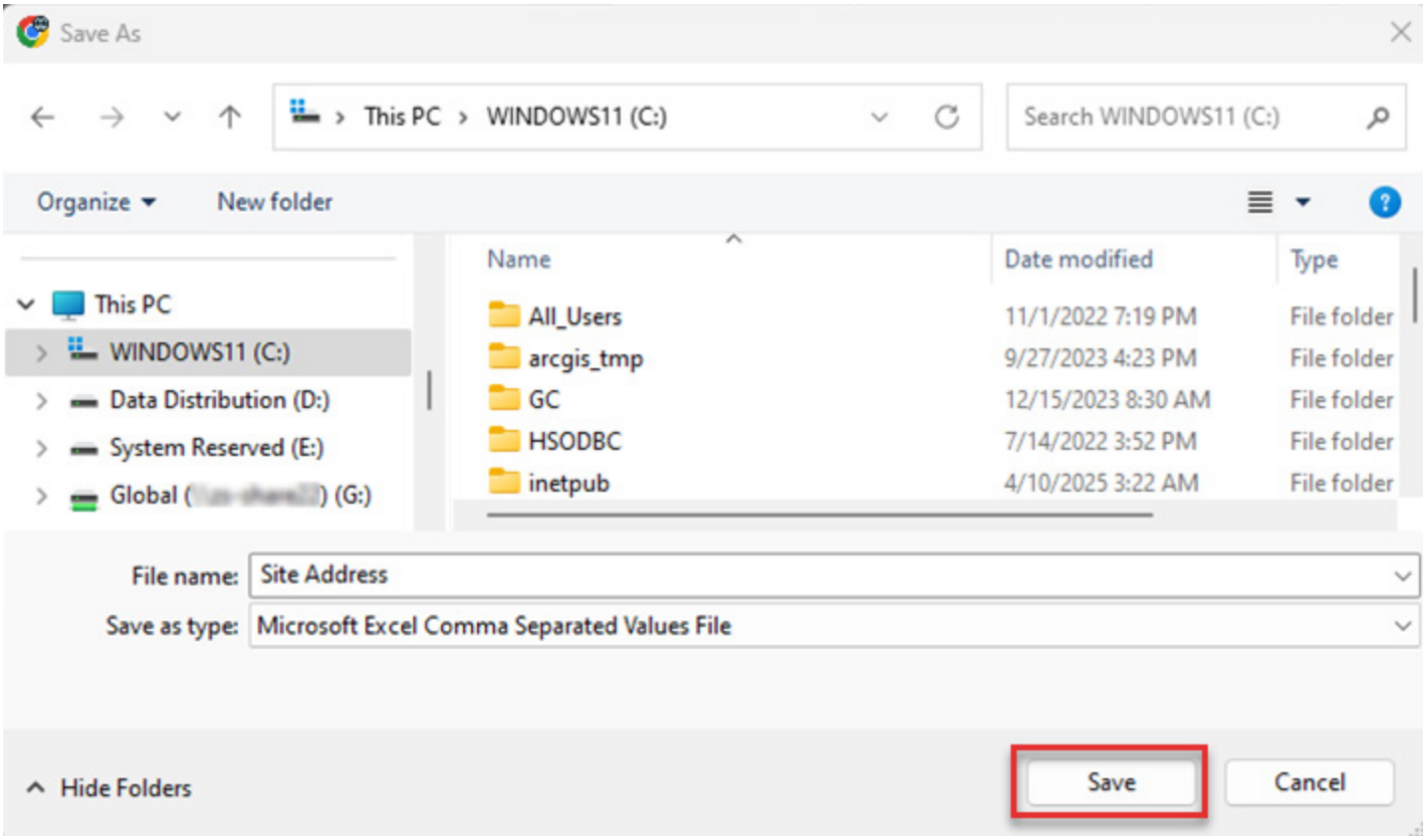
For example, the complete address, 352 Halton Rd, is returned after typing “352 Ha” and can be selected from the list with a mouse click or by scrolling down with the arrow keys and pressing enter on the keyboard.

One record is returned displaying descriptive **Details**, and the map zooms to the selected address point.

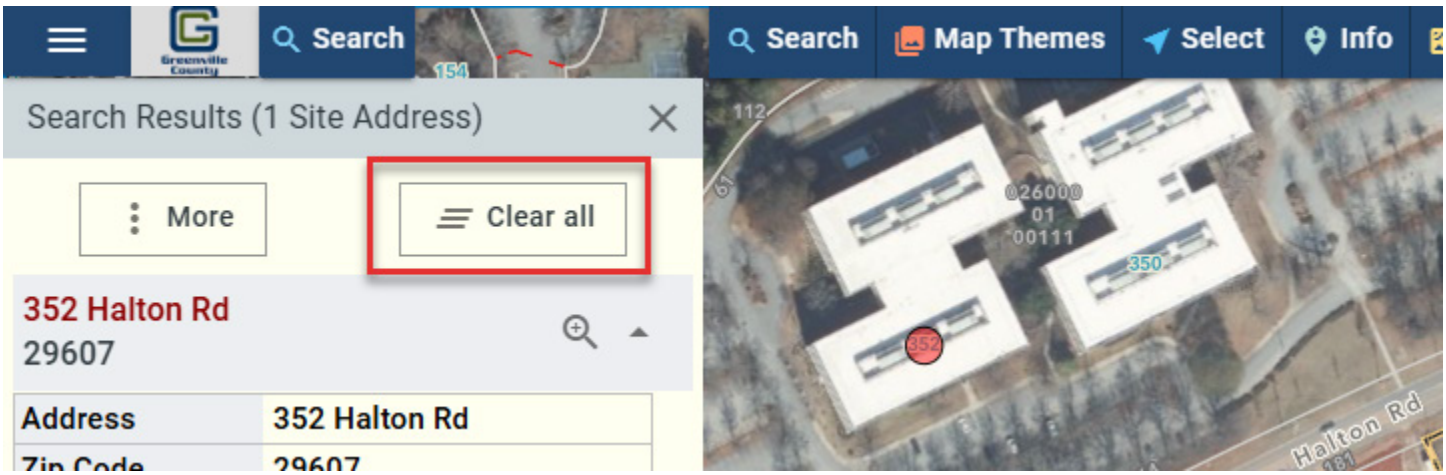


When one or more records are selected, the **CSV** (comma-separated values) file export tool becomes active. This tool will download descriptive information for the selected record(s) to your computer for use in Microsoft Excel or similar software. To do so, click on the **More** Button, then **Export to CSV,** and choose a download location. Click **Save**.

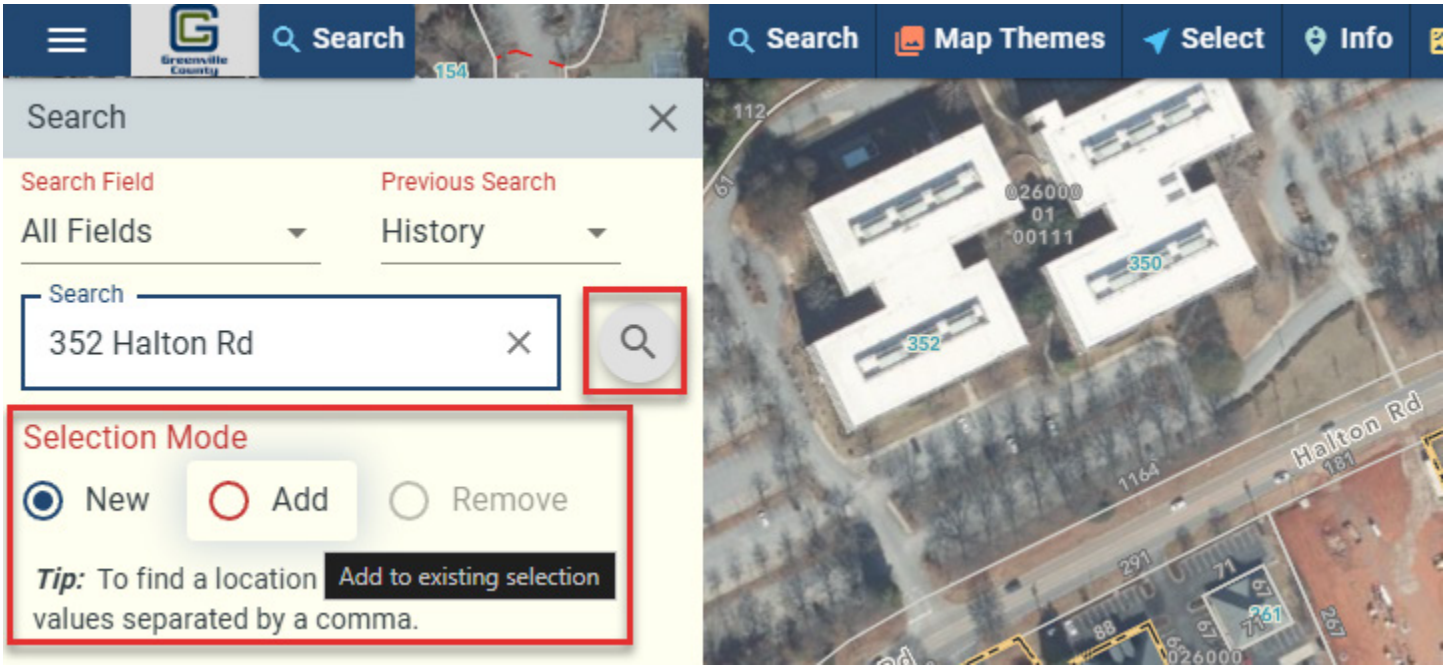




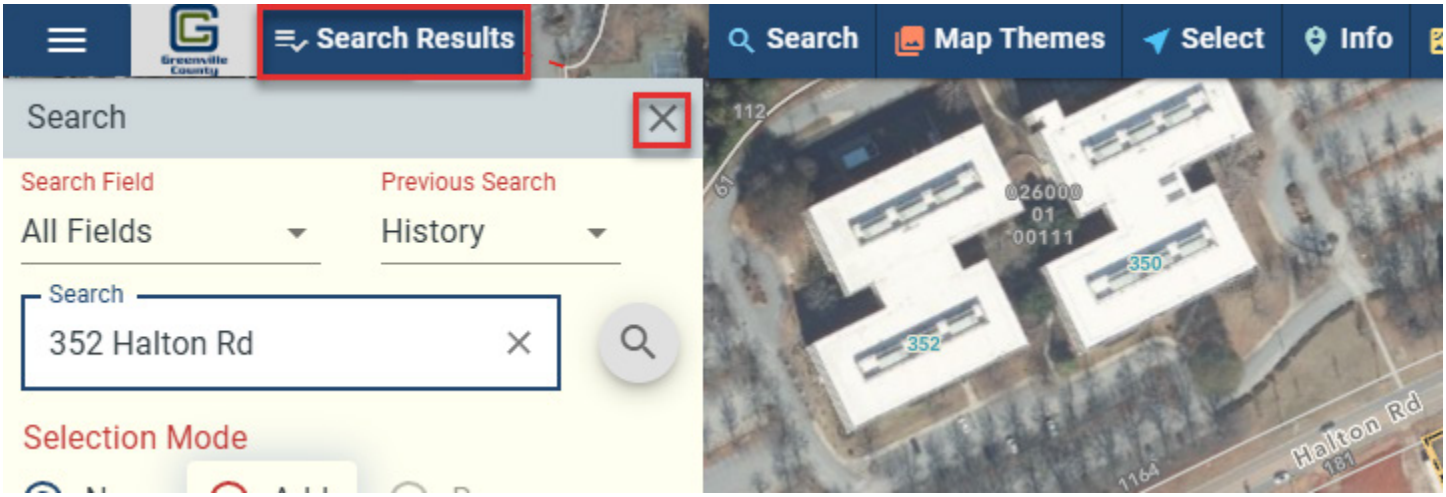
The **Clear all** button will clear the current search results, including any displayed details, and then return to the **Search** dialog box.



If desired, new features (records) can be selected or added to the current selected set, or existing features removed from the current selected set by typing a new search string and clicking on **New**, **Add**, or **Remove** in the **Selection Mode**. Click on the search icon to apply the new search parameters.

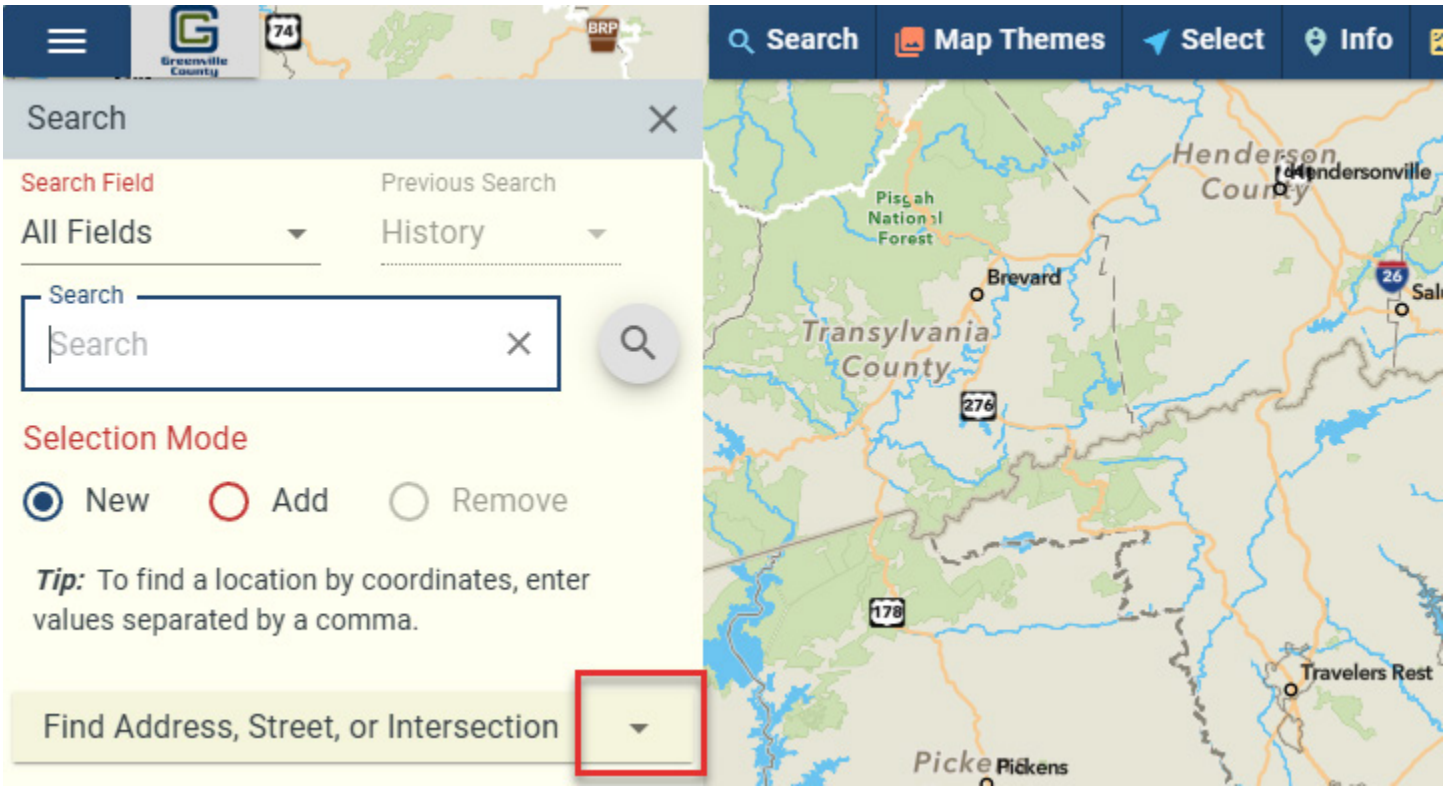


To temporarily display the map under the **Search** dialog, click the **X** Close icon. The **Search** dialog will minimize but remain active. The search parameters or details of the selected features may be re-displayed by clicking on the **Search Results** quick return button.



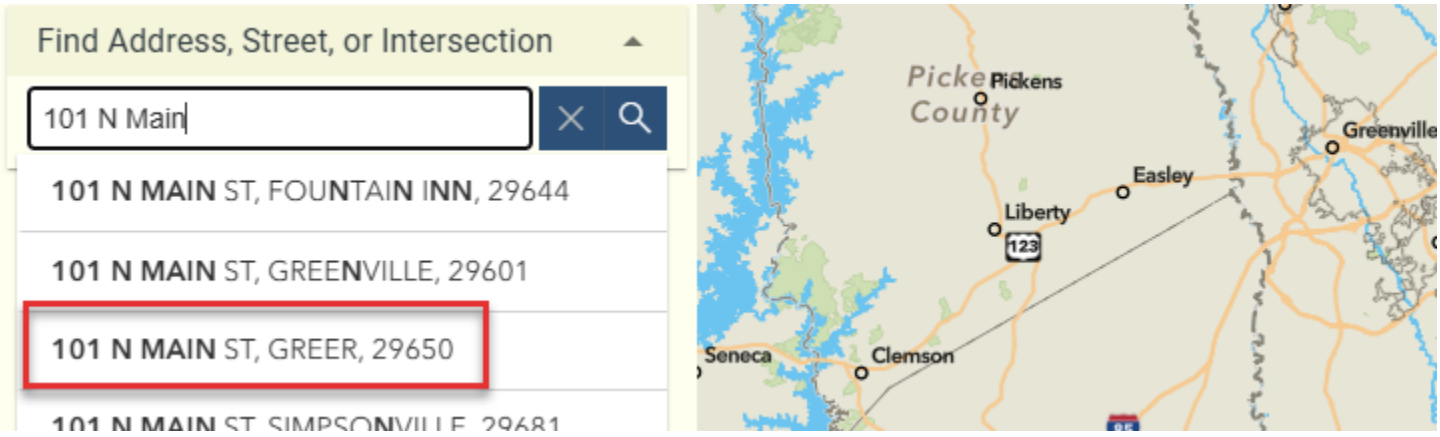
Find Address

The **Find address, Street, or Intersection** tool provides a mechanism for finding a location using an address or an intersection of two streets.

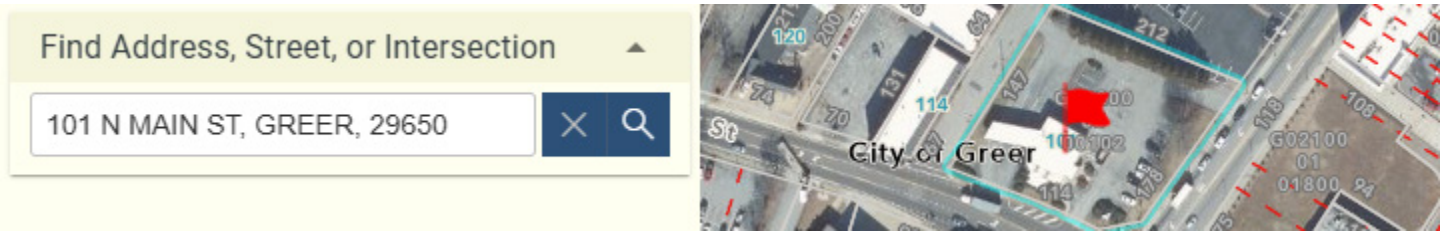


Find an address

To begin, click in the empty search box and begin typing an address. The search engine uses predictive text to find and display records as the search string is entered. For example, the complete address, 101 N Main St, Greer 29650, is returned after typing “101 N Main” and can be selected from the list with a mouse click, or by scrolling down with the arrow keys and pressing enter on the keyboard.

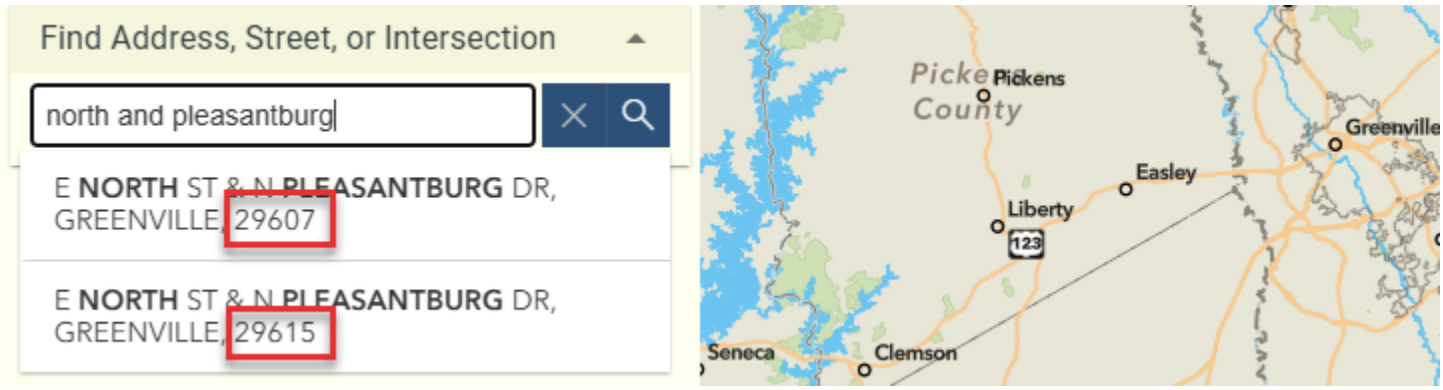


When the result is selected, the map will zoom to the address, the location of which is indicated by a flag icon.



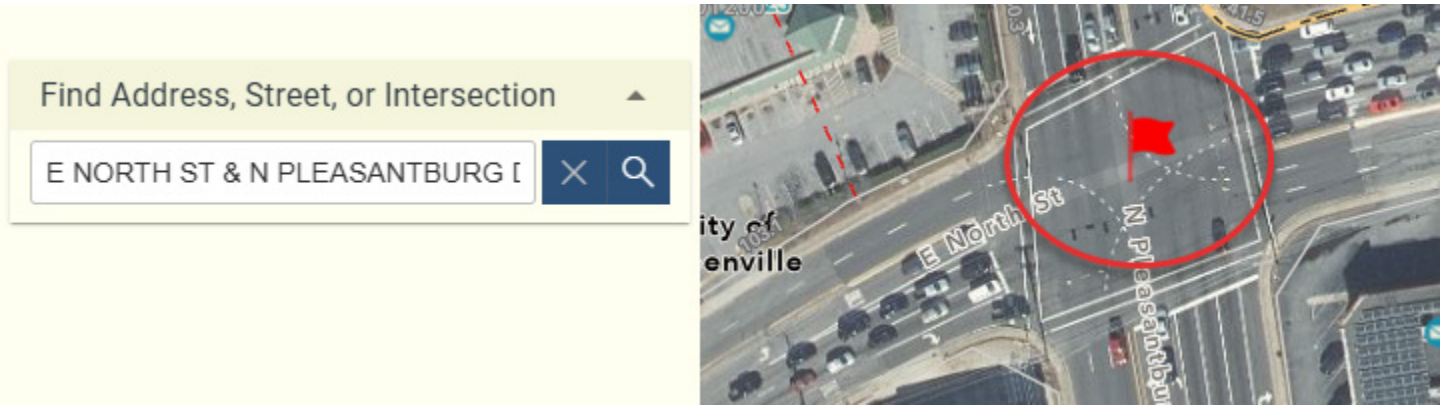
Find a street intersection

To begin, click in the empty search box and type one of the street names of the desired intersection, followed by and, then the other street name. Street prefixes, suffixes, and types aren't necessary, and the text is not case sensitive. For example, to find the intersection of East North Street and North Pleasantburg Drive, type north and pleasantburg. If a valid intersection is found, the result will appear below the search box and can be selected by clicking it or by scrolling down with the arrow keys and pressing Enter.



In the example above, two results are returned because the intersection is located at the junction of two zip code boundaries.

When a result is selected, the map will zoom to the intersection, the location of which is indicated by a *flag* icon.

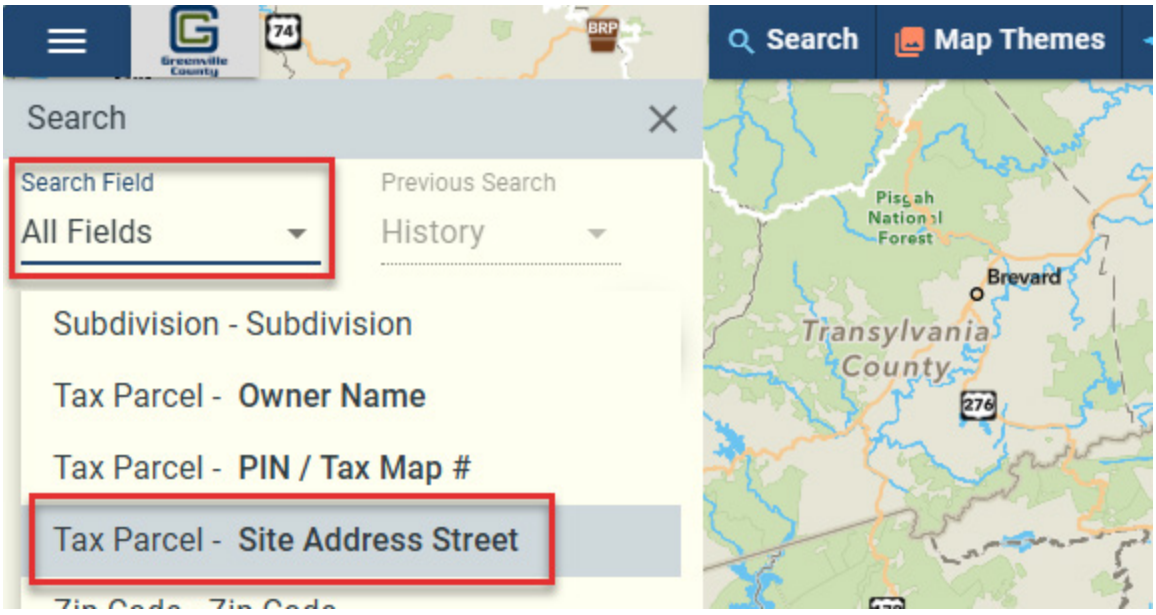


Tax Parcel Search Example

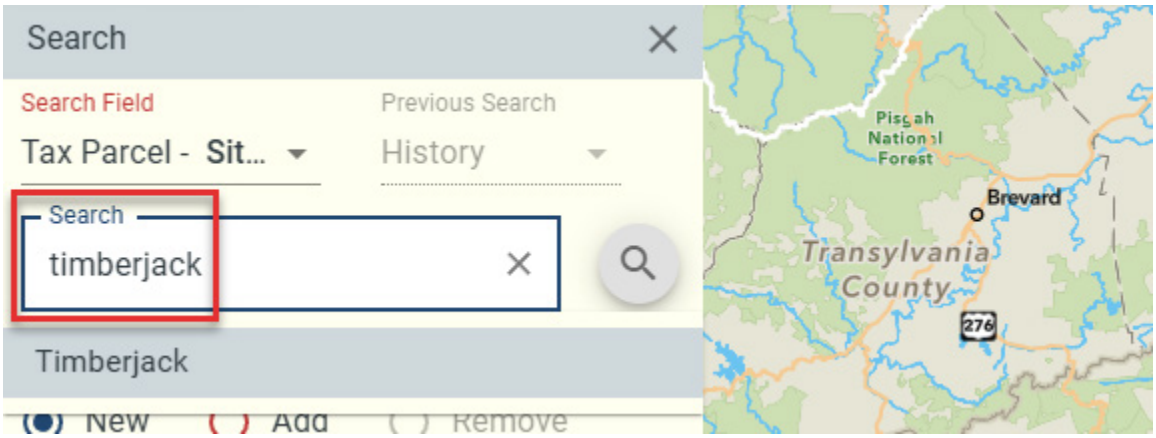
In most instances, the default search parameters are appropriate for a parcel search based on an owner's name or a PIN. In some cases, however, it may be advantageous to specify a single field to query, such as the name of the street on which a parcel is located. This approach filters records that may partially match the search string, such as addresses or roads, but are irrelevant to the task at hand. In this example, the objective is to select tax parcels located on Timberjack Street in Simpsonville.

1. Click **Search** from the main menu or the Quick Tools menu to open the standard search dialog.

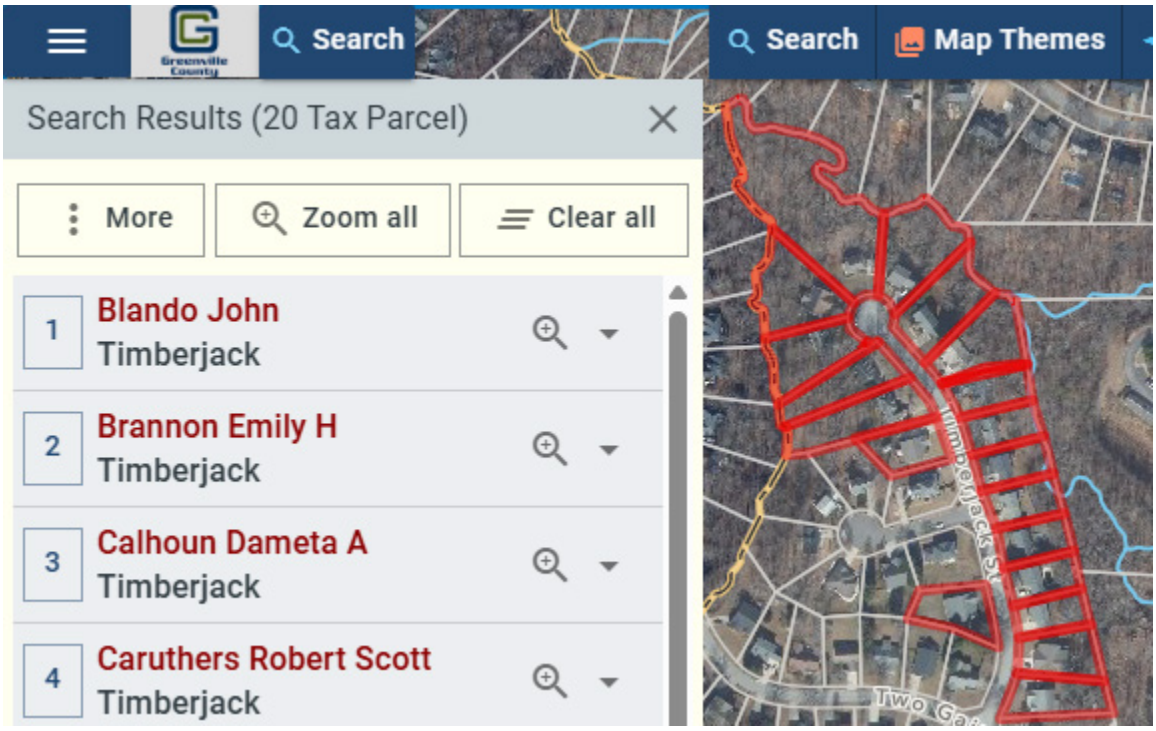
2. Click on the **All Fields** drop-down, scroll down, and select **Tax Parcel – Site Address Street** from the list.



3. Click in the **Search** box, type *timberjack*, then press enter on the keyboard or click the **Search** icon.



A list of selected records is displayed, and the map refreshes, zooming to the selected parcels and highlighting them in red.



4. Several tools are now active and available to operate on the selected set of parcels.

    - To display the descriptive **Details** of any of the selected records, click the *down arrow* icon for the record to expand it.

    - Click the *Zoom to* icon to zoom to an individual record.

    - Click the *Zoom all* button to zoom to the map extents of the selected parcels.

    - To select an individual record, out of the initial selection of 20 records, click the *number* icon for that record.

    - To minimize the **Search** dialog, click the *X* icon at the top of the search results. Click the *Search Results* button to bring the selected records back.

    - To exit the **Search Results** dialog, click the *Clear all* button.

    - Click the *More* button to see additional tools.

    - Click **Export to CSV (Comma Separated)** to export and download the selected records as a CSV file suitable for use in spreadsheet software such as Microsoft Excel. It is likely the exported PIN/Tax Map Number will either be displayed in scientific notation or will be truncated in the spreadsheet software. Formatting the PIN/Tax Map Number column will correct this problem.

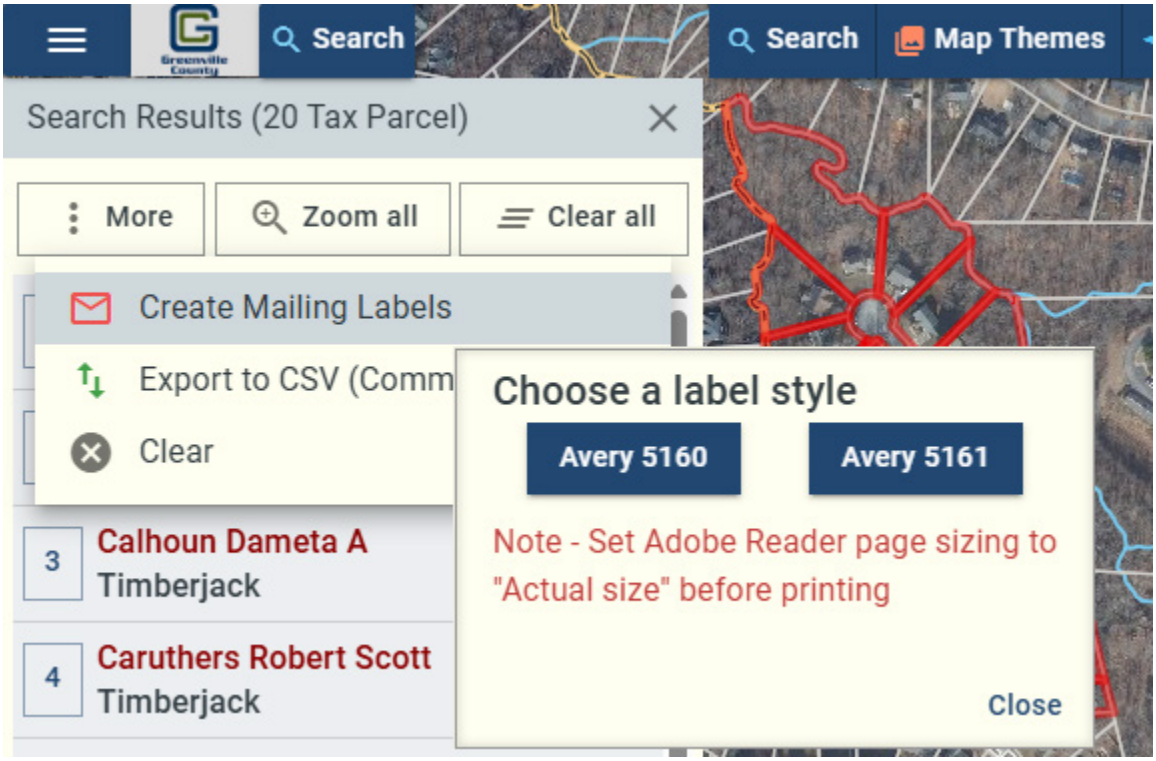
      To format the Pin / Tax Map Number column in Microsoft Excel:

      Right click on the column Pin / Tax Map # and choose Format Cells...
      Under the Category section choose Custom.
      In the Type section enter 13 zeros.
      Click OK.

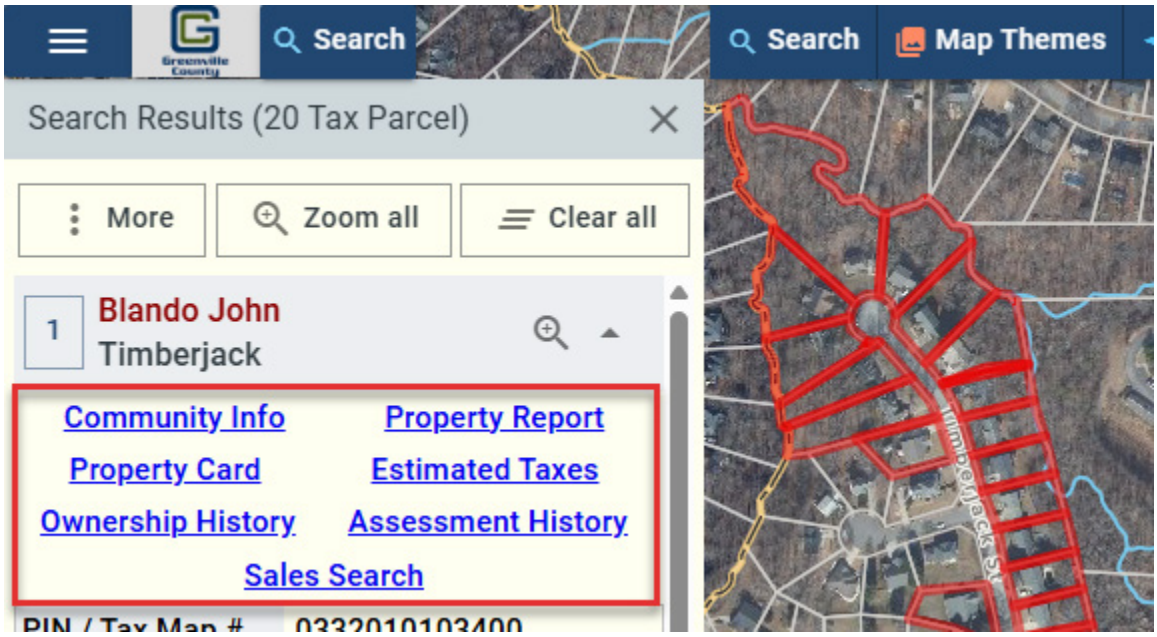
      To format the Pin / Tax Map Number in Libre Office Calc:

      In the text import wizard window, under the Fields section, select the Pin / Tax Map # column.
      For the column Type choose Text.
      Click OK.

- Click **Create Mailing Labels** and pick a style, either Avery 5160 or Avery 5161, to create and download a PDF file of labels for the selected records.

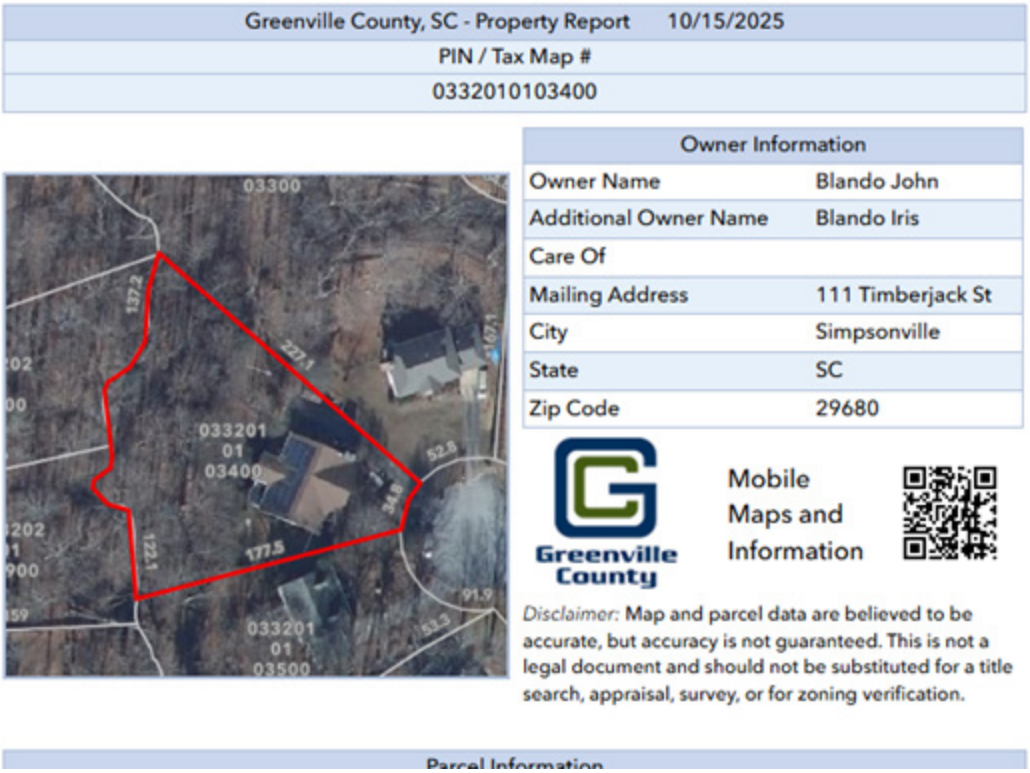


5. Expanding a single record activates additional, optional tools applicable only to tax parcels. Click on any of the seven links to run a tool.

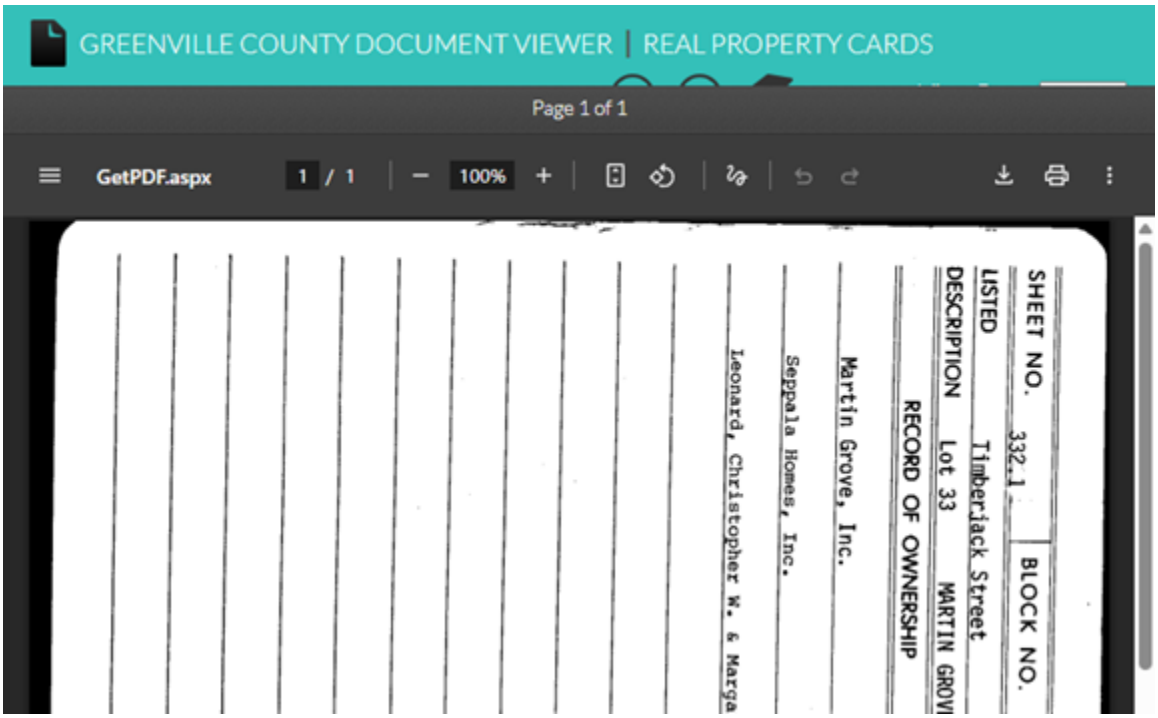


- Community Info – Assembles information describing the "Community" surrounding a specified location on the map; in this case, the selected tax parcel. The **Community Info** tool returns a list of descriptive information for the following categories: Tax Parcel Information, Zoning, Within City Limits, Flood Management, Voter Information, Public Safety, Nearby Schools, Places of Interest, Census Information, Geodetic Survey Control, and Magistrate Court Area. Click on the *down arrow* icon to expand a category and display details. Optionally, click the **Print** button to produce a paper copy of the expanded categories.

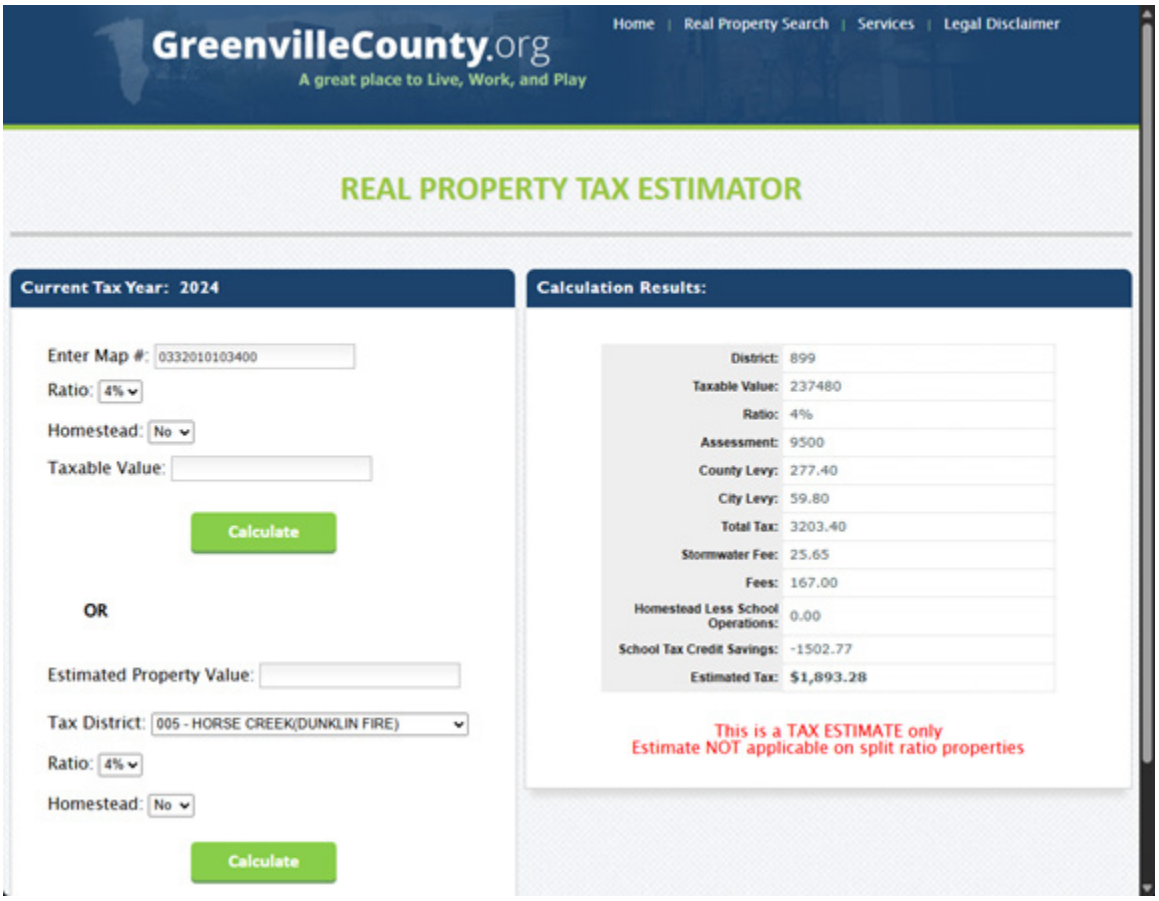
- Property Report – Creates a high-quality report for the selected tax parcel. This is the standard tool to use when a paper copy of tax parcel information is required. The report includes a map thumbnail along with ownership, deed and plat references, values, taxes, history and other administrative information. The report may be printed directly from the browser window (typically right-click-print, if supported by the browser).



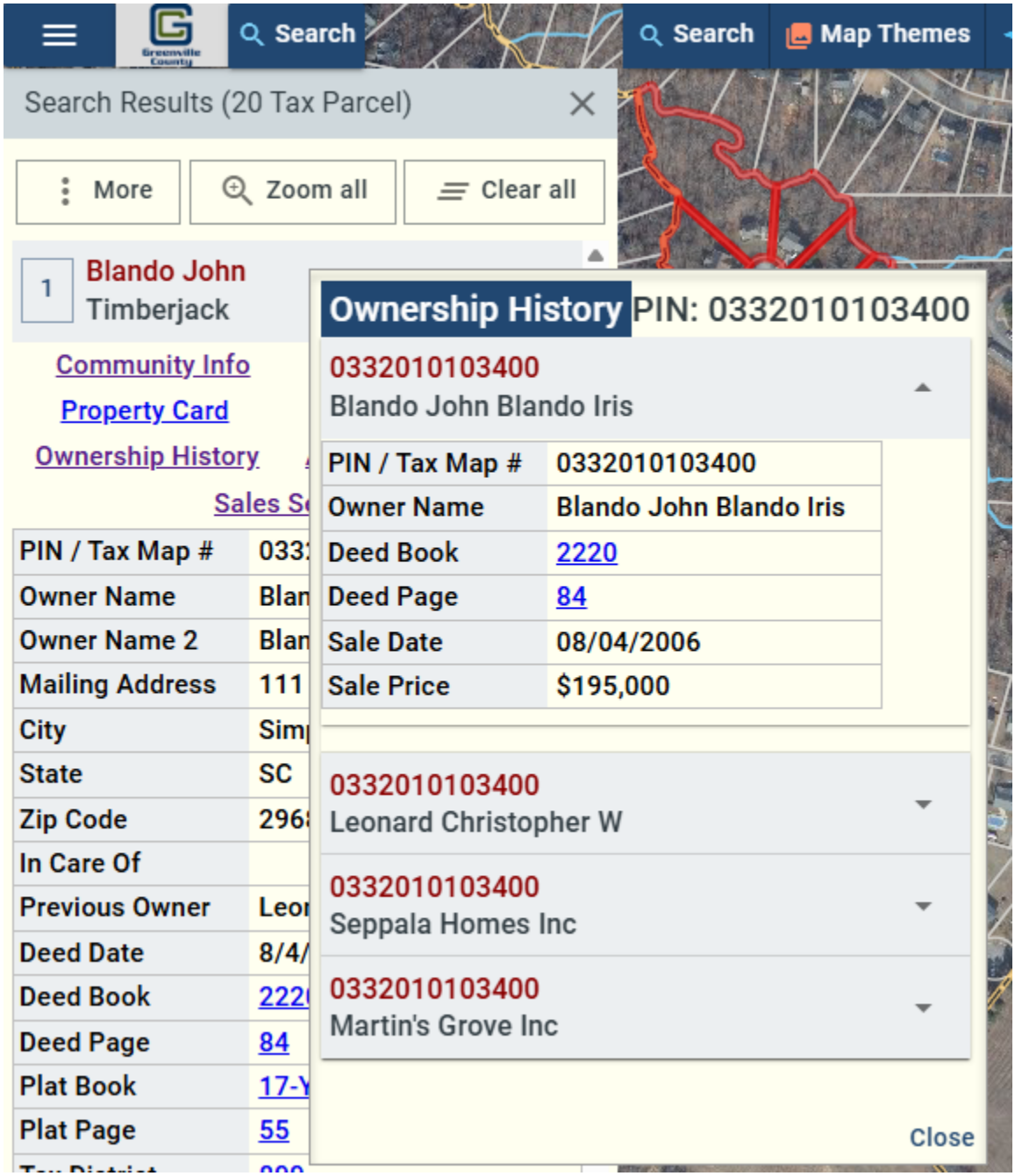
- Property Card – Displays the archived property record card for the selected parcel. **Property Cards** were used to track transactions prior to 2003. These documents may be printed using the **Print** button at the top of the page or right-click print if supported by the browser.



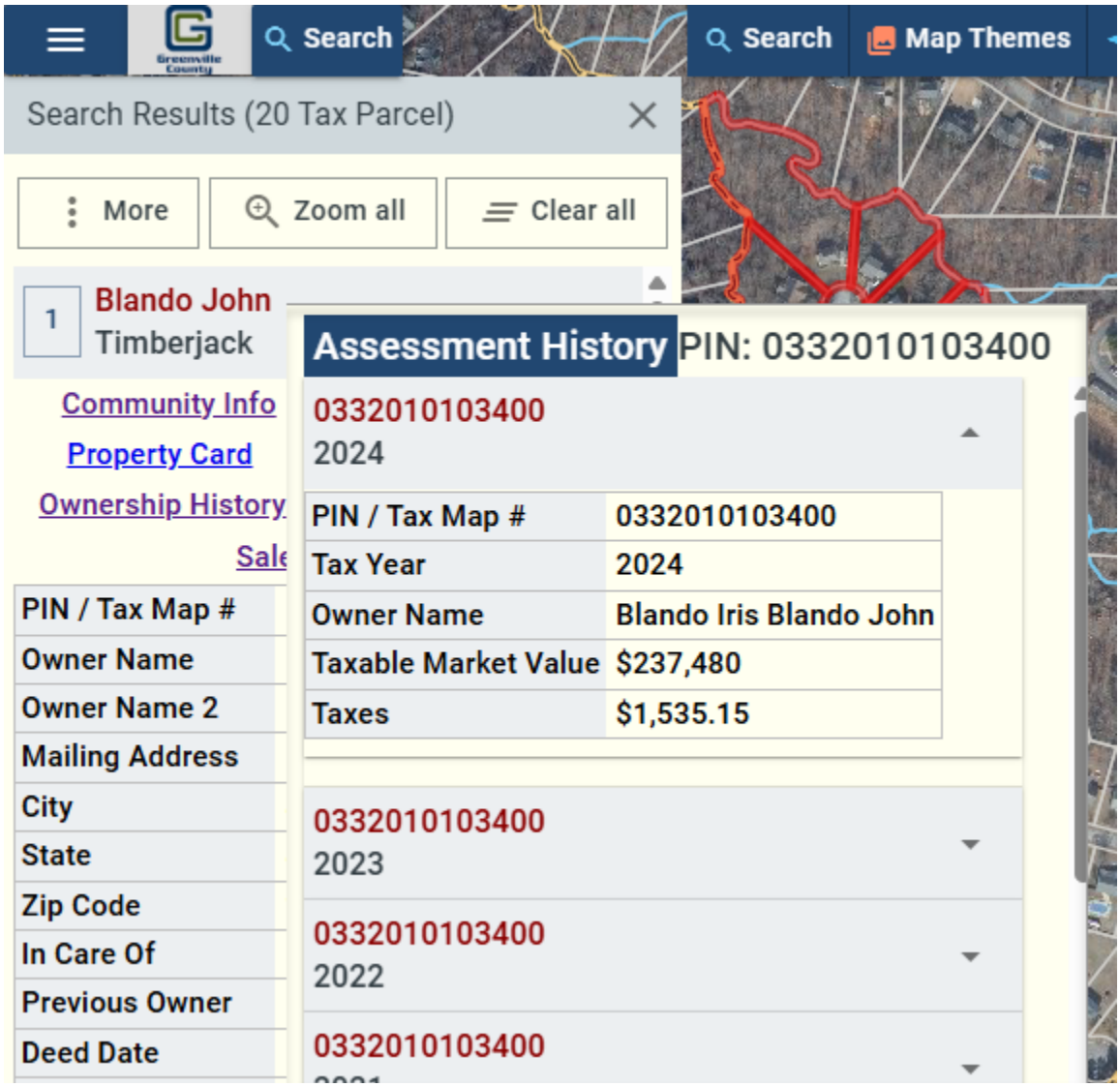
- Estimated Taxes – Opens a new browser window containing the Real Property Tax Estimator webpage and an estimate of the taxes for the selected property.



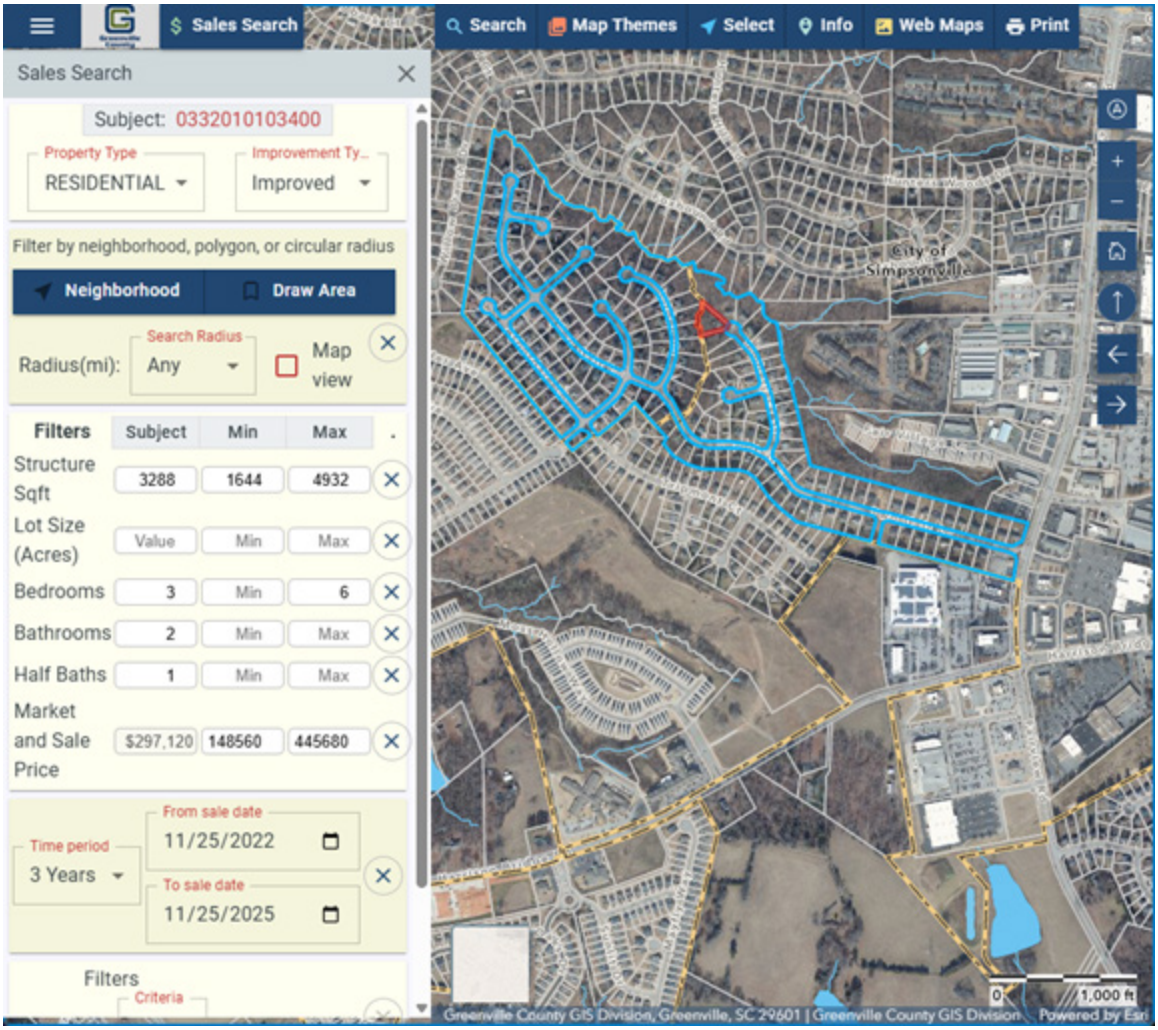
- Ownership History – Displays an expandable, historical list of owners along with deed references, dates of sale, and sale prices for the selected parcel. This information is included in the **Property Report**.



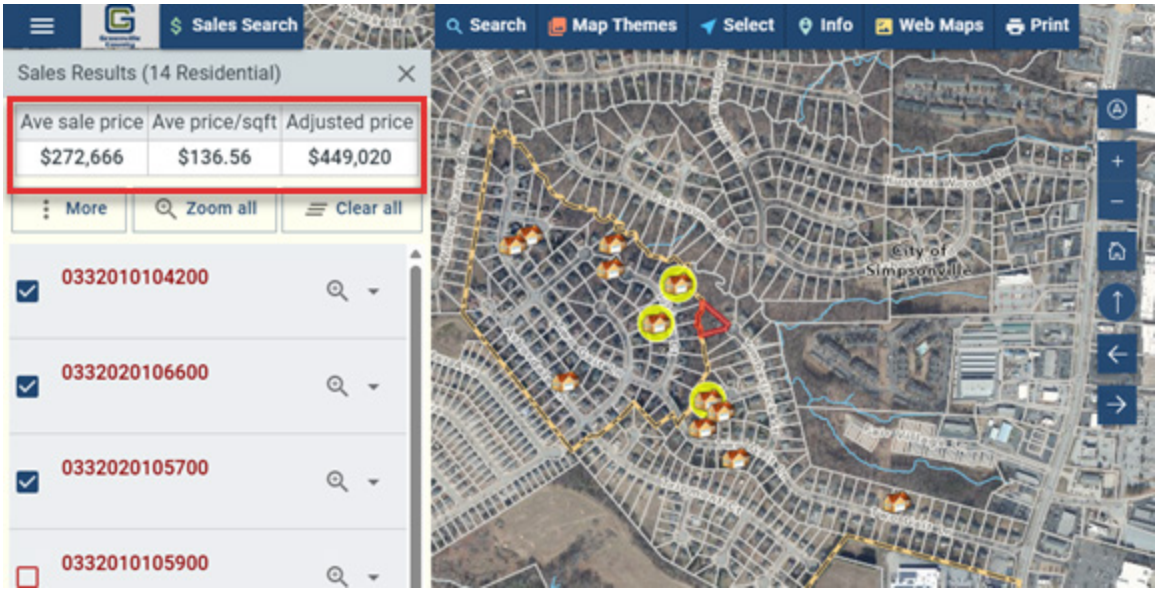
- Assessment History – Displays an expandable list of assessment history from 1998 to the present and includes assessed values, owner names, taxable market values, and total taxes for the selected parcel. Like **Ownership History**, **Assessment History** is included in the **Property Report**.



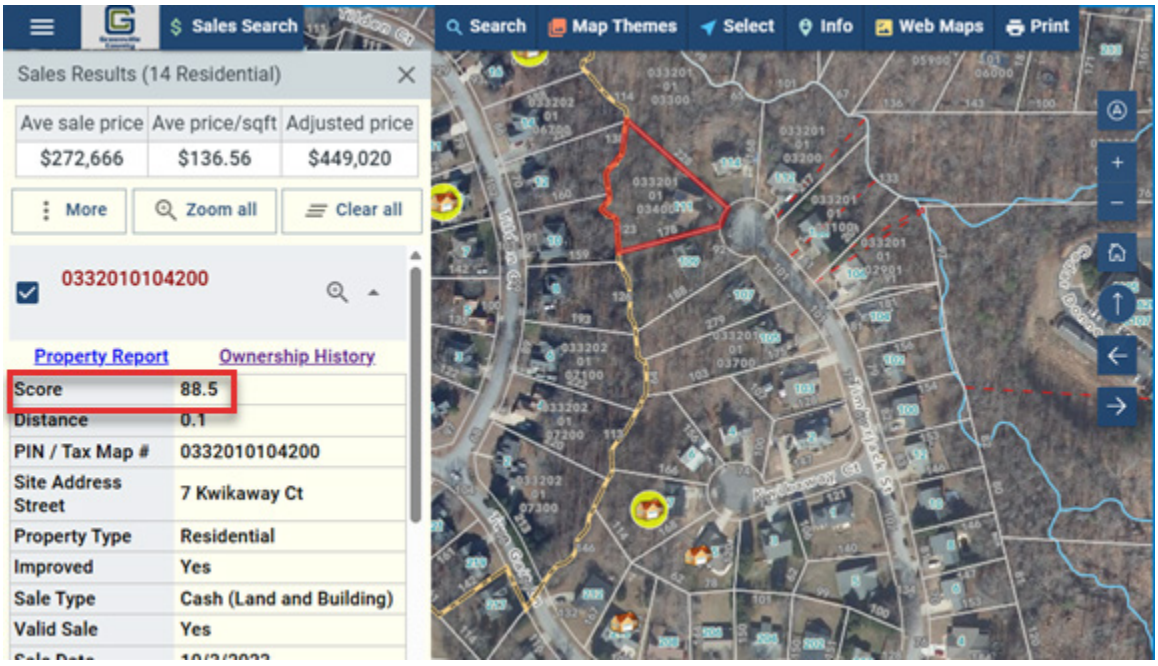
- Sales Search – Clicking the **Sales Search** tool runs a preconfigured query that identifies properties with sales characteristics that are similar to the currently selected property. The conditions of the query are displayed and the map refreshes, zooming to the selected parcels and highlighting them in blue. If desired, the conditions of the query can be changed in the sales search dialog. This is explained in detail on page 53 of this document.



Clicking the Details button displays a list of selected records with some basic information (Average sale price, Average price per square ft, and Adjusted price) immediately available.



The first three records in the Details pane indicate three properties that most closely match the characteristics of the originally selected parcel. How well the properties match is based on a score which can be viewed by expanding a record (clicking the dropdown arrow). The three closely matching properties are represented on the map with a *house* icon in a yellow circle. The originally selected parcel is highlighted in red.



Several tools are now active and available to operate on the selected set of parcels.

- Property Report and Ownership History – both described above.

Clicking the More button enables:

- Similar properties report – creates a report that displays the descriptive details of the three properties that most closely match the characteristics of the original parcel, along with the Average sale price and the Average price/ sqft, and Adjusted price.

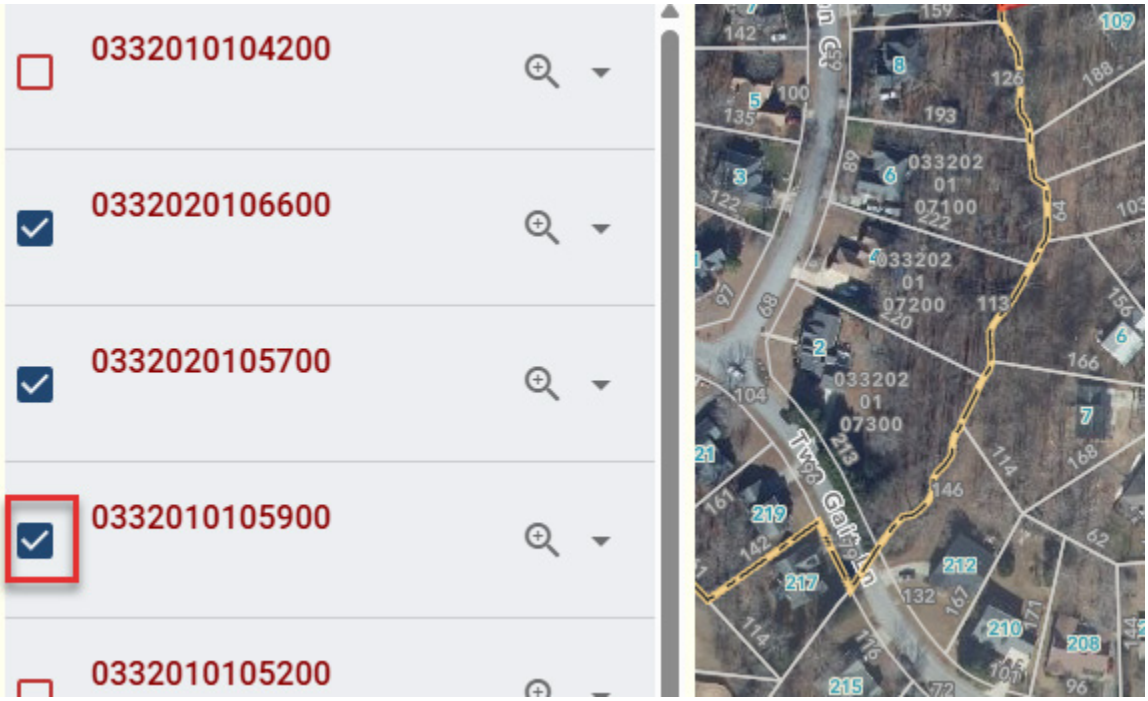
Greenville County, SC
Similar Properties Report

Ave sale price	Ave price/sqft	Adjusted price
$272,666	$136.56	$449,020

	Subject	Sale #1	Sale #2	Sale #3
Score		88.5	87.7	87.3
Distance		0.1	0.06	0.07
PIN / Tax Map #	0332010103400	0332010104200	0332020106600	0332020105700
Site Address Street	Timberjack	7 Kwikaway Ct	16 Tilden Ct	9 Tilden Ct
Property Type	RESIDENTIAL	Residential	Residential	Residential
Improved		Yes	Yes	Yes
Sale Type		Cash (Land and Building)	Cash (Land and Building)	Cash (Land and Building)
Valid Sale		Yes	Yes	Yes
Sale Date		10/3/2023	2/7/2023	10/17/2024
Sale Price	Appraised: $297,120	$215,000	$308,000	$295,000
Price Per SqFt	$90.36	$99.54	$157.14	$153.01
Deed Book	2220	2700	2680	2733
Deed Page	84	3051	776	2409
Land Use	1100: Residential Single Family	1100: Residential Single Family	1100: Residential Single Family	1100: Residential Single Family
Lot Size	0	0	0	0
Structure Size	3288	2,160	1,960	1,928
Number of Bedrooms	3	3	3	3
Number of Bathrooms	2	2	2	2
Number of Half Baths	1	1	1	1
Subdivision	Martins Grove	Martins Grove	Martins Grove	Martins Grove
Market Area	000325	000325	000325	000325
Purchaser Name		Henderson Jerry T (Jtwro	Ryner Eric D (Jtwros) Ry	Taggart Angle Ronay
Seller Name		Rellis Morton R	Townsend Micah D (Jtwros	Pecora Anita V

Properties can be added to, or removed from, the Similar Properties Report by selecting or unselecting records. The three properties that most closely match the original parcel are selected by default and are indicated by a blue *check* icon.

Click the blue *check* icon to unselect a record, and click another record to select it.



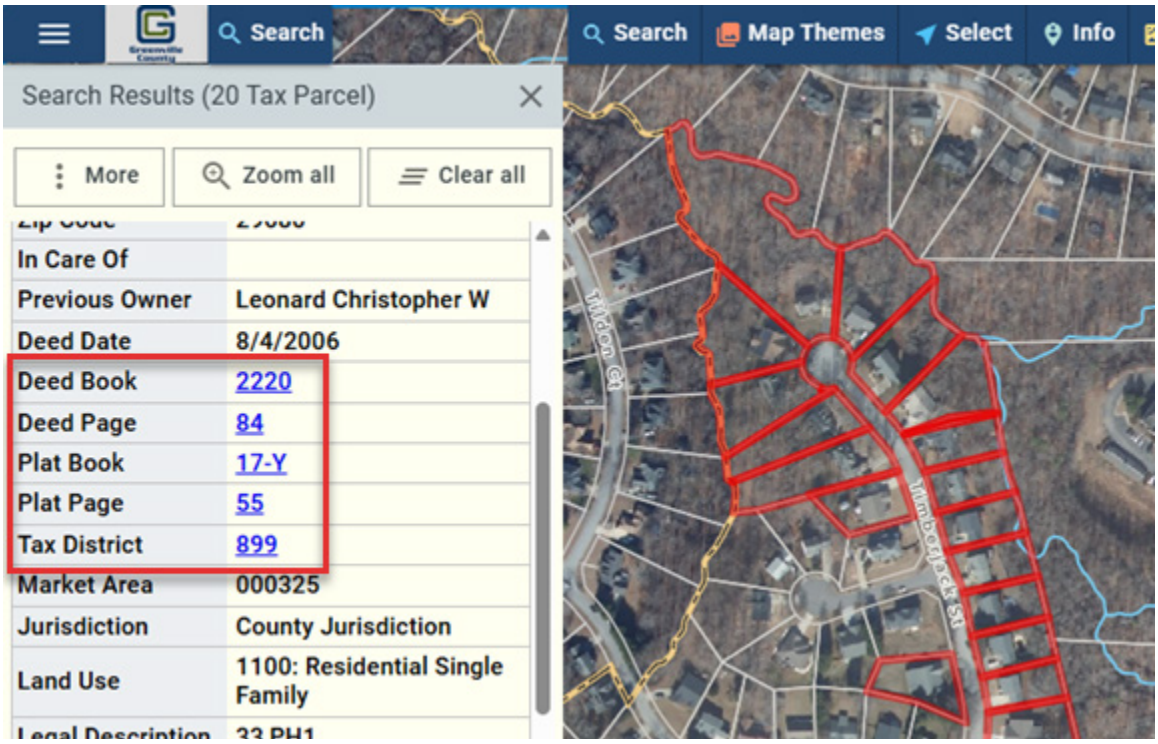
The Similar Properties Report can only contain up to three records. If more than three records are selected, the Report button will be greyed out and cannot be clicked.

The report can be printed by right clicking in the window, and then clicking print, or by clicking print from the browser menu.

- Export to CSV (Comma Separated) – explained above.

Expanding a single record activates additional, optional tools applicable only to tax parcels. These tools, Property Report, Property Card, and Assessment History, are described in detail beginning on page 25 of this document. Click on any of the three links shown in blue text to run a tool.

6. The detailed, descriptive information for a single parcel contains links to additional information. Links are displayed as blue text, like the optional tools described above.

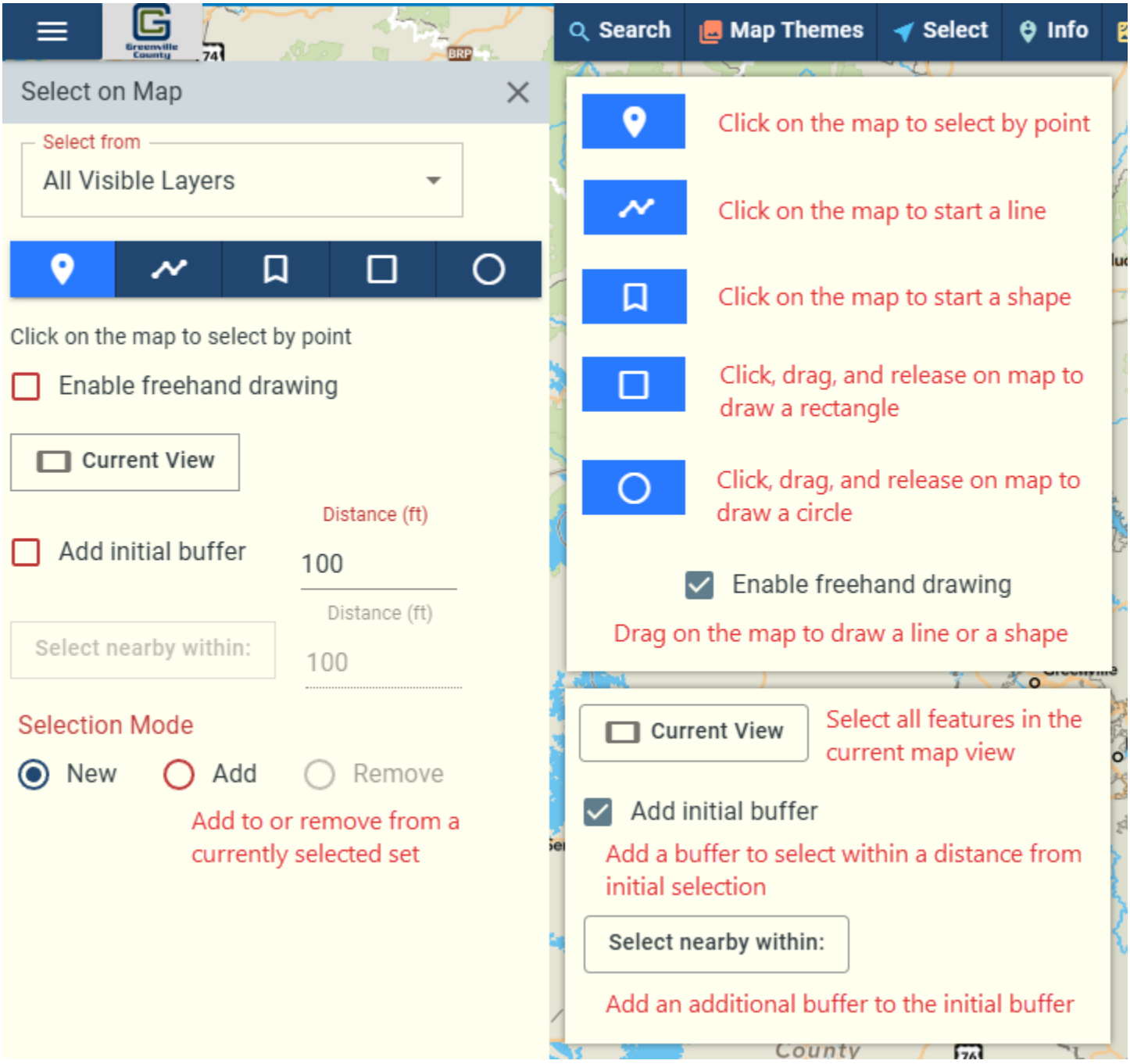


- Deed Book and Deed Page link to deeds and Plat Book and Plat Page link to plats on the Greenville County Register of Deeds website. Documents recorded after January 1, 1985 may be accessed directly by clicking on a link. Links to documents recorded prior to 1985 will display the Register of Deeds archive page for either deeds or plats. The books shown on the archive pages may be searched manually to locate the deed or plat page of interest.

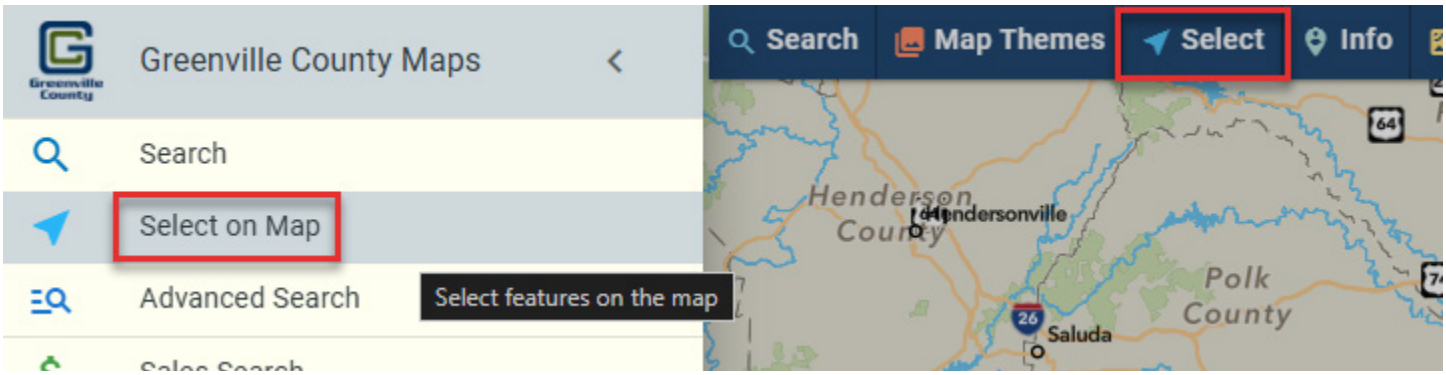
- Tax District, links to the current millage sheet.

Select on Map

Select map features within the **Selectable Layer** by pointing, drawing a line, drawing a shape (polygon), dragging a rectangle, dragging a circle, or using the current map view extent. Features may also be selected using a buffer distance and may be added to or removed from a currently selected set.

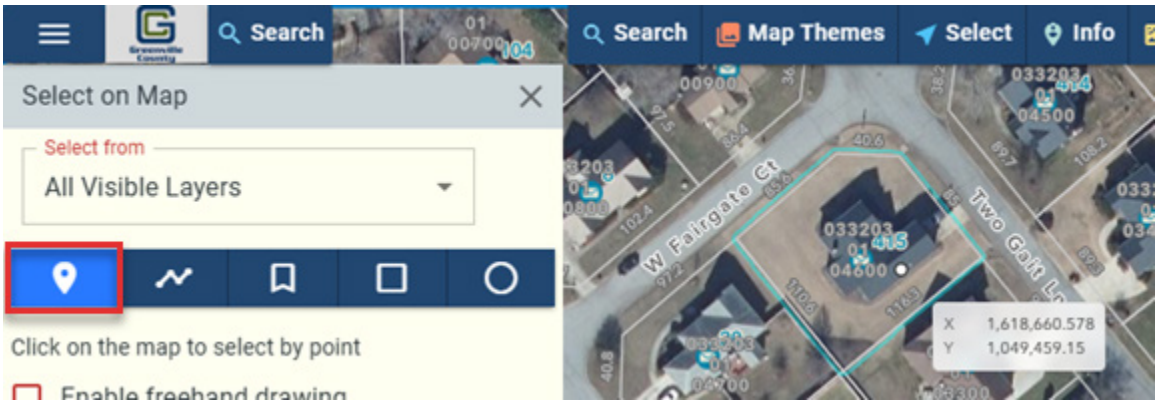


To begin, zoom-in to the area of interest on the map, click **Select on Map** in the main menu, or **Select** in the Quick Tools menu. On the **Select from** drop down menu, select the data layer of interest. All Visible Layers is the default.

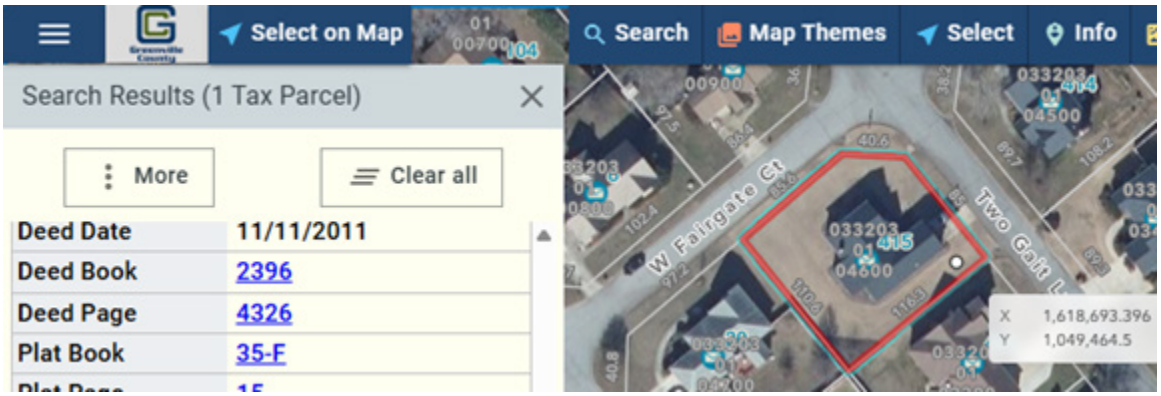


Select a feature with a point

1. Left click on the **Point** button.

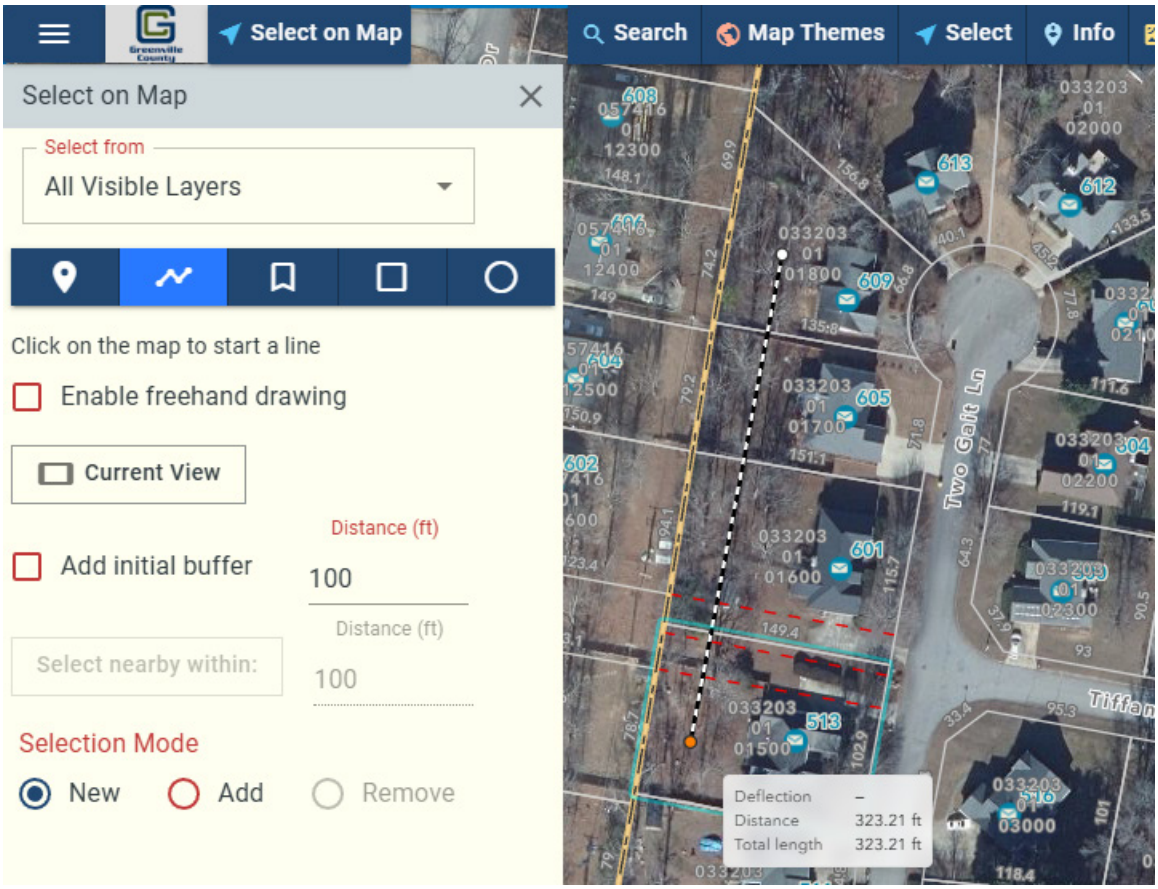


2. Drag the mouse pointer to the feature of interest in the map and left click. The selected map feature is highlighted in red and descriptive details are displayed in the **Details** pane.

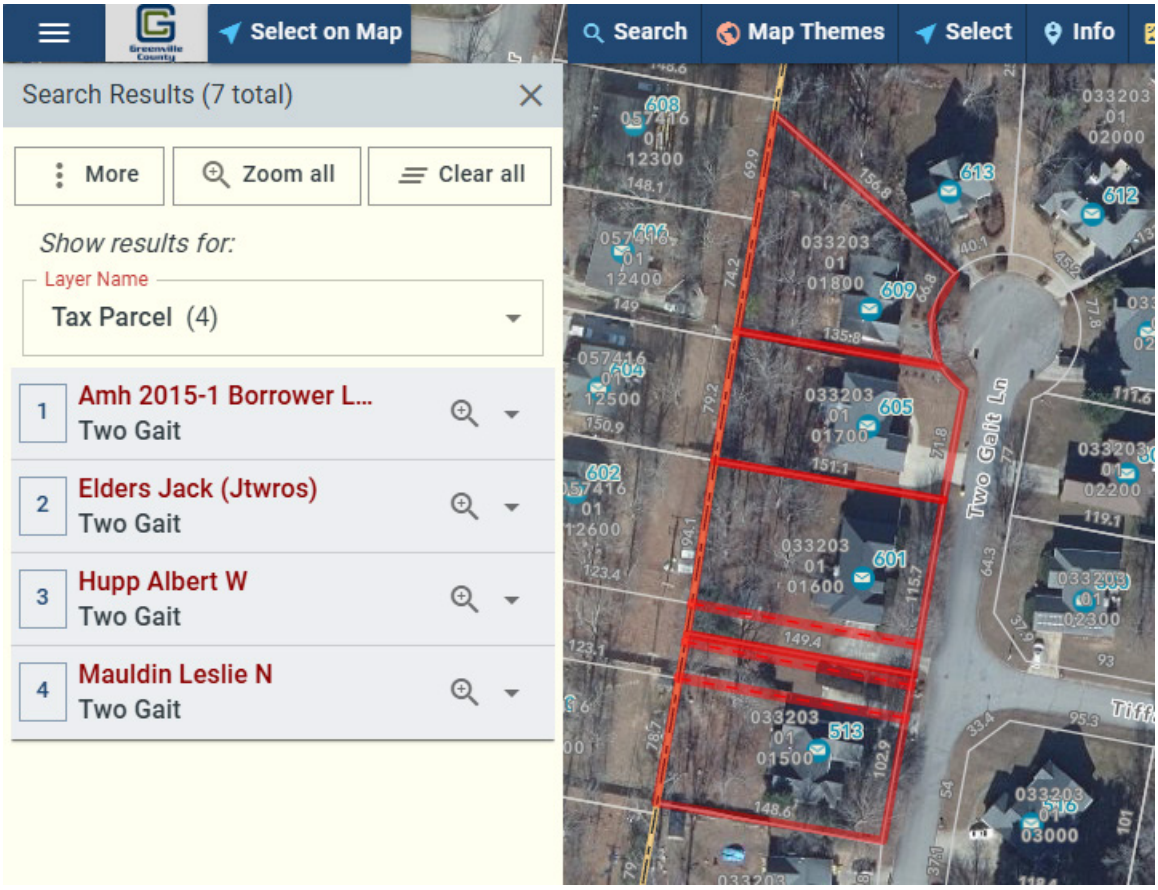


Select one or more features with a line

1. Left click on the **Line** button.
2. Drag the mouse pointer to the feature or features of interest in the map and left click the beginning point of a line.
3. Drag the mouse pointer and left click again to add a vertex to the line.
4. Continue to drag the mouse and left click until the desired length and shape of the line is achieved.

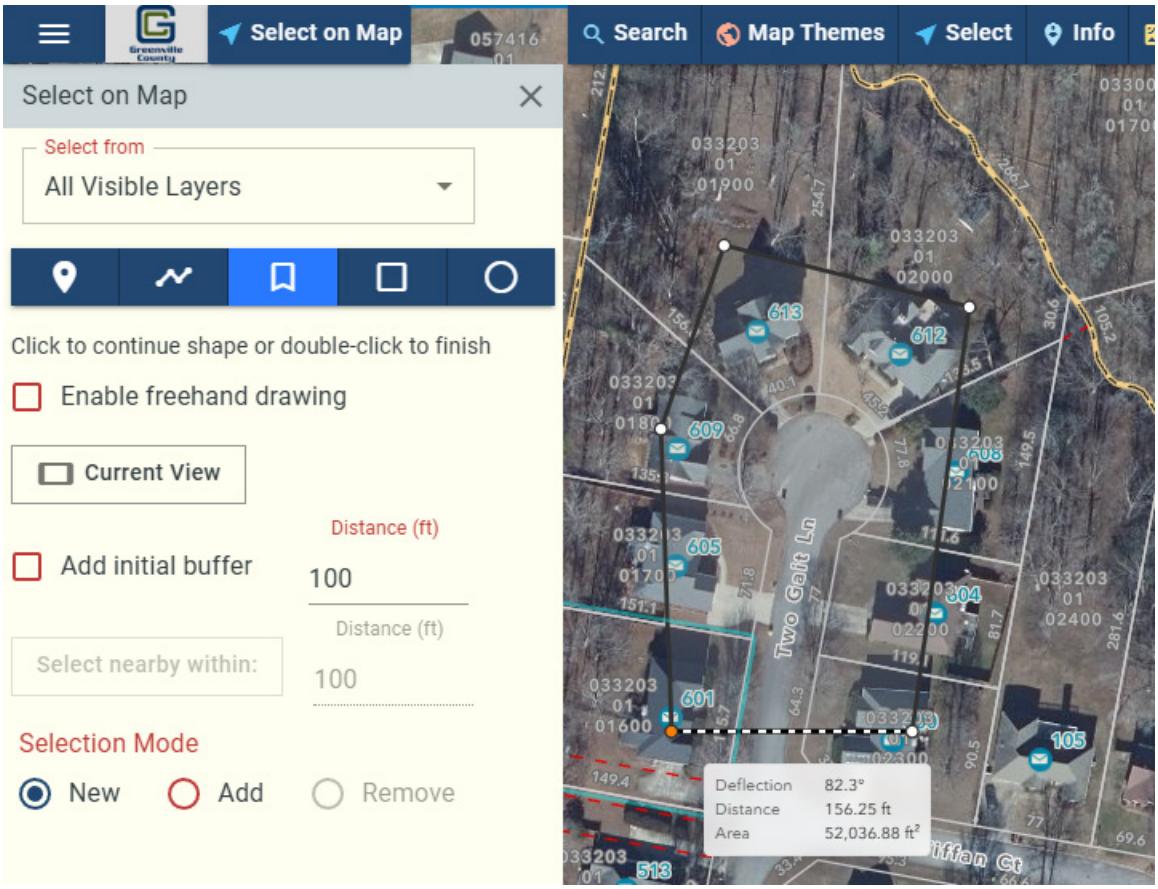


5. Double click to finish the line and select the intersecting features. The **Details** pane will display the selected records and the map will highlight the selected feature(s) in red.

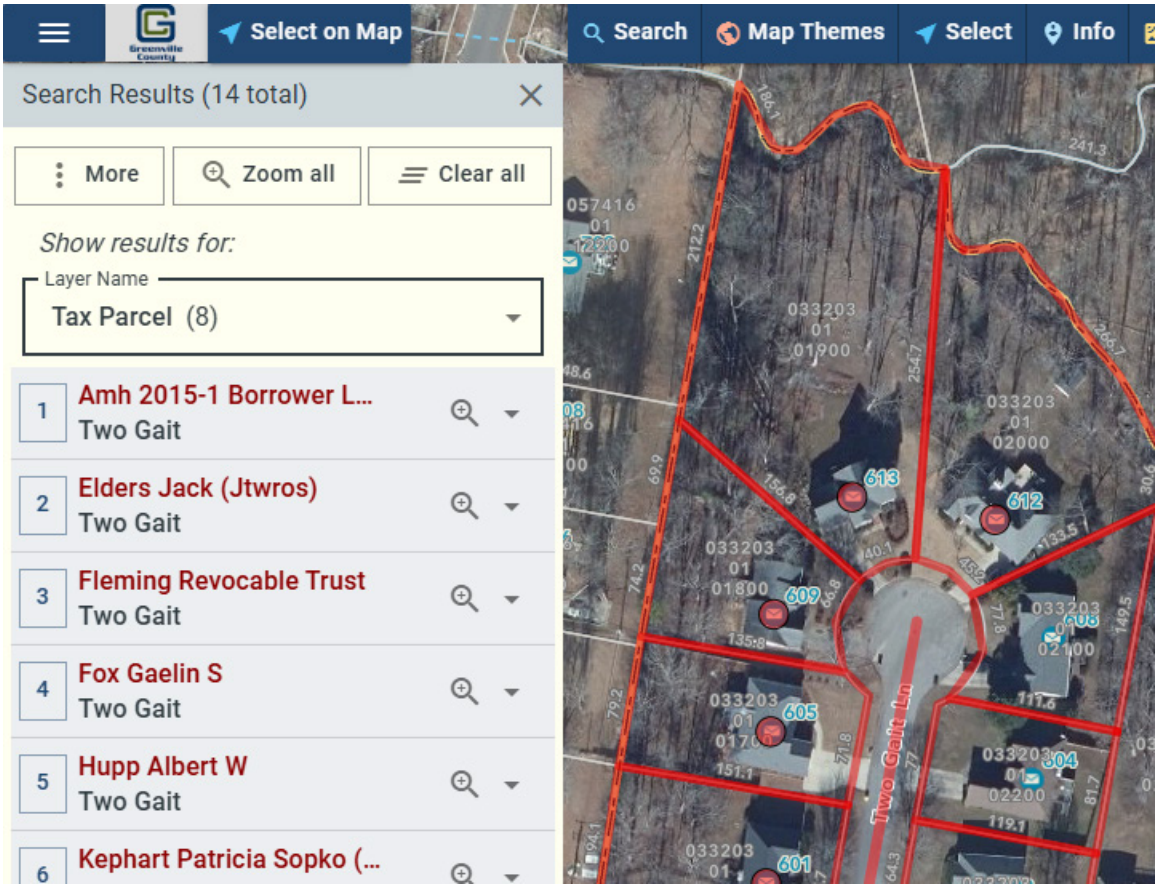


Select one or more features with a shape (polygon)

1. Click on the **Shape** button.
2. Drag the mouse pointer to the feature or features of interest in the map and left click the beginning point of a shape.
3. Drag the mouse pointer and left click again to add a vertex to the shape.
4. Continue to drag and left click the mouse to construct a shape which intersects the features to be selected.



5. Double click the mouse to close the shape and select the features.



Other options to select by a shape include:

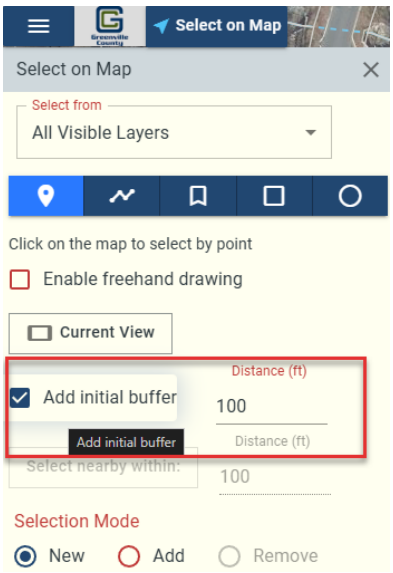
Click, drag, and release on map to draw a rectangle

Click, drag, and release on map to draw a circle

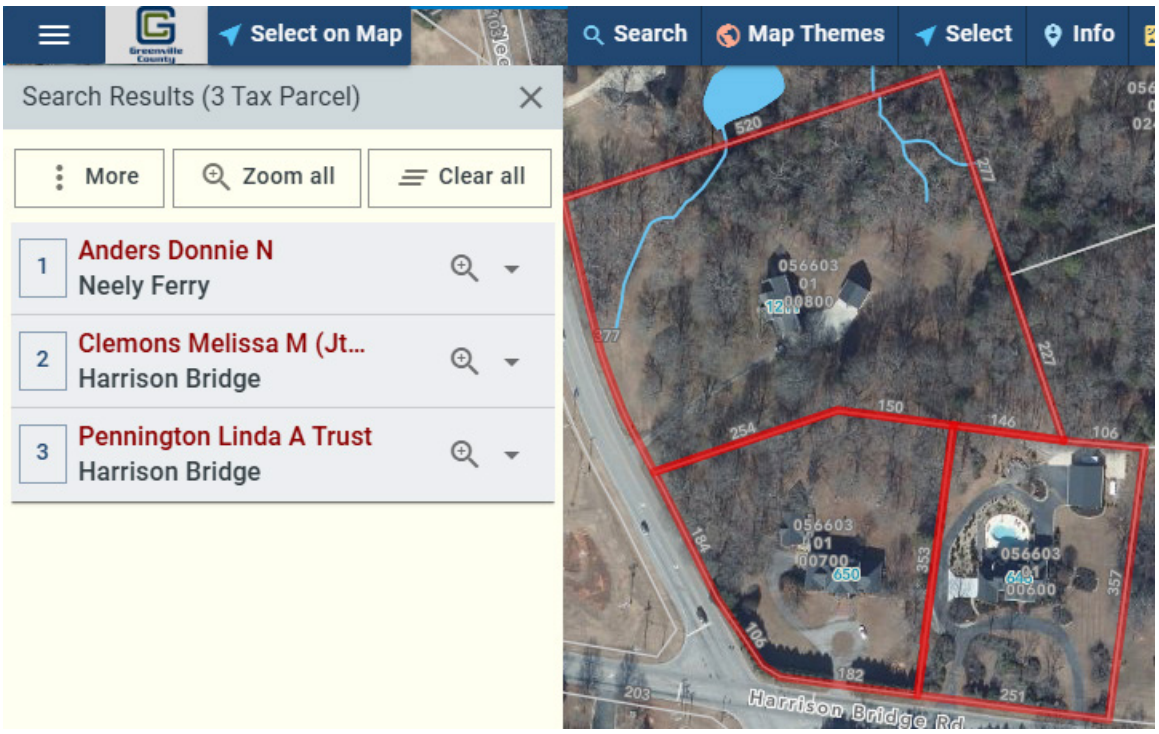
Enable freehand drawing — Drag on the map to draw a line or a shape

Select Features within a Buffer Distance of a point, line, or shape

In addition to selecting only the features that intersect a point, line, or shape drawn on the map, features within a specified buffer distance may also be included in the selected set by checking **Add initial buffer** and entering a distance.

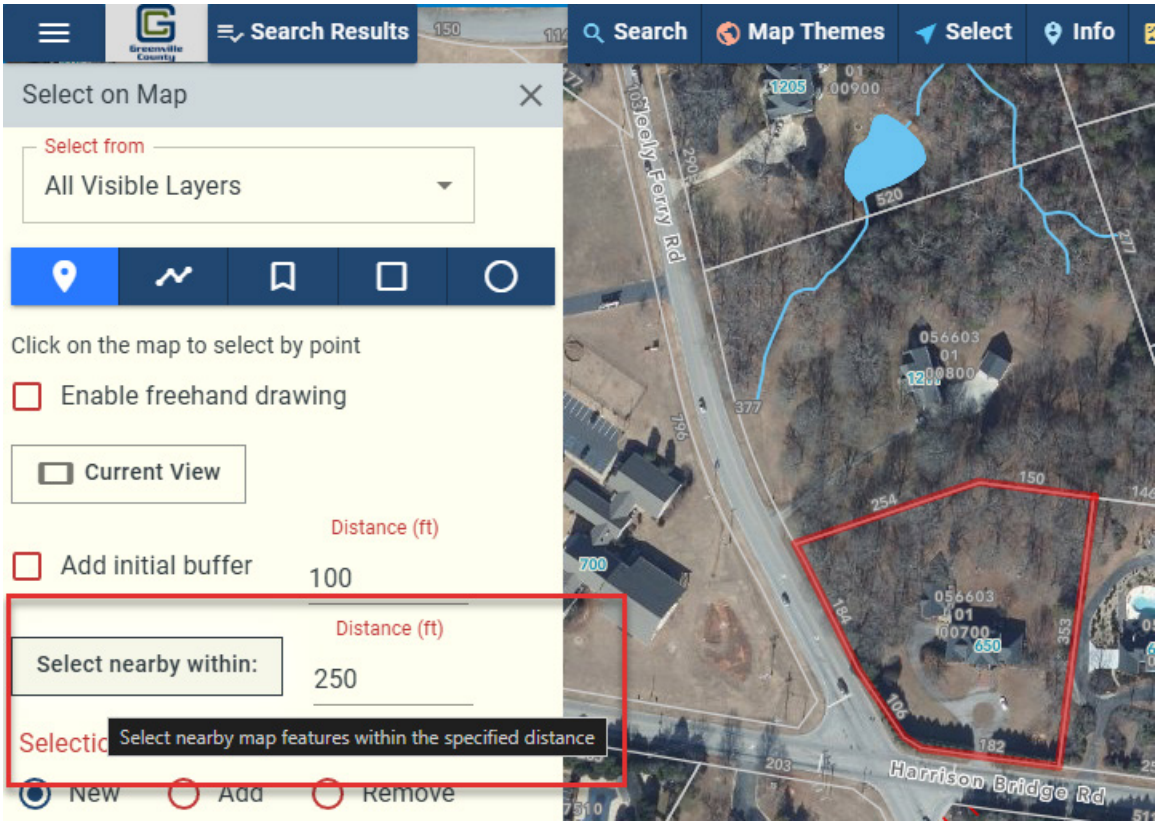


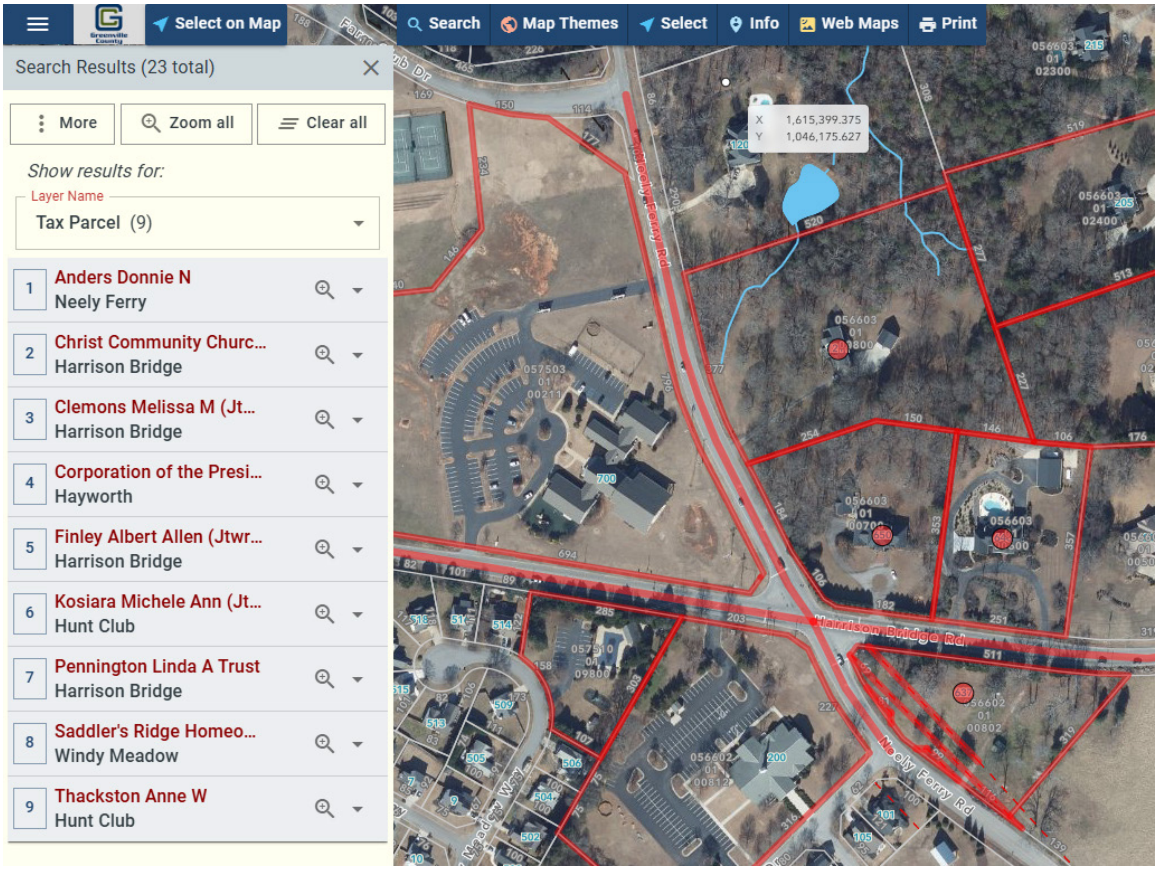
In this example, the center parcel of the three outlined in red is selected by drawing a **Point.** The two parcels on either side, within 100 feet of the location of the point, are also selected. The same buffering procedure may be applied when selecting features using lines or shapes.



Select features within a distance of one or more selected features

If one or more features in the **Selectable Layer** are currently selected, then the button, **Select nearby features within(ft):**, becomes active. Specify a distance and click this button to select nearby features.

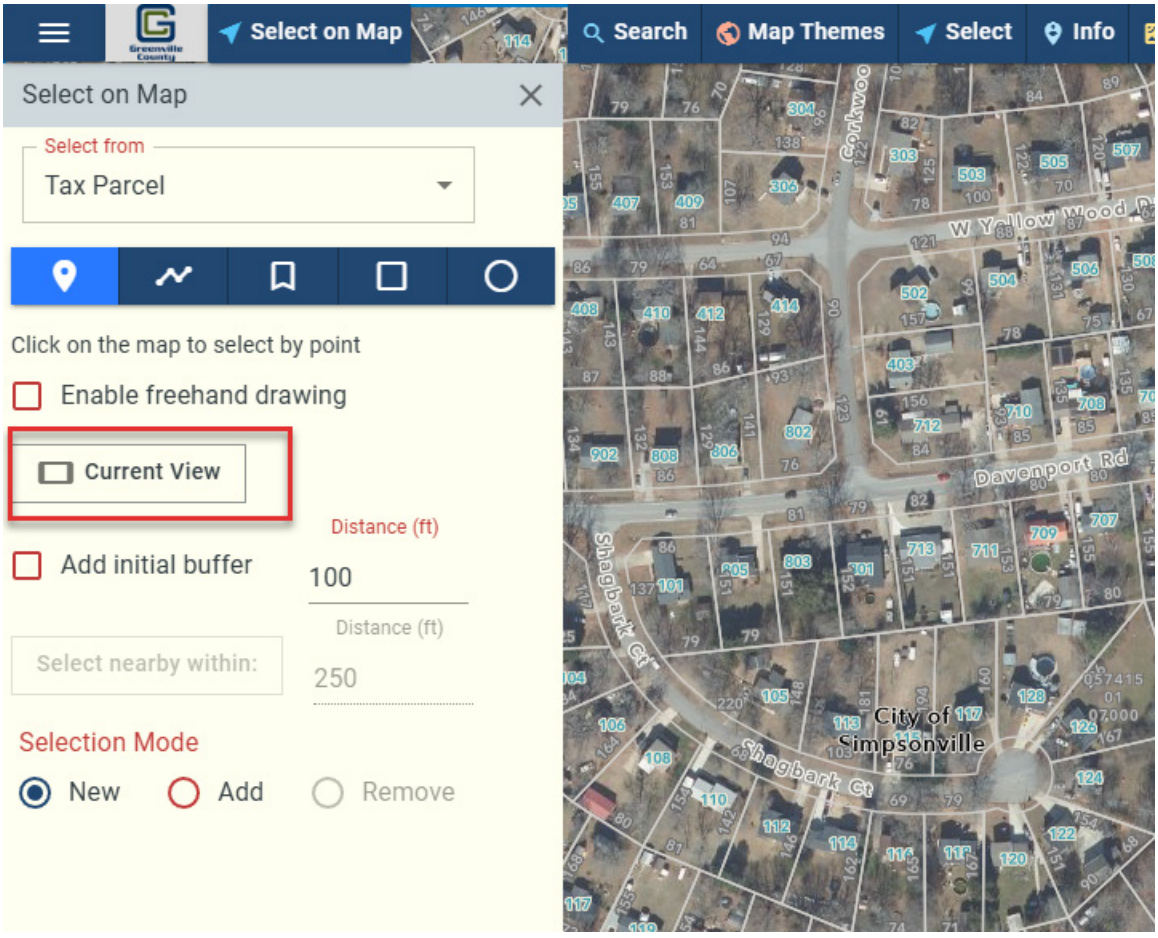




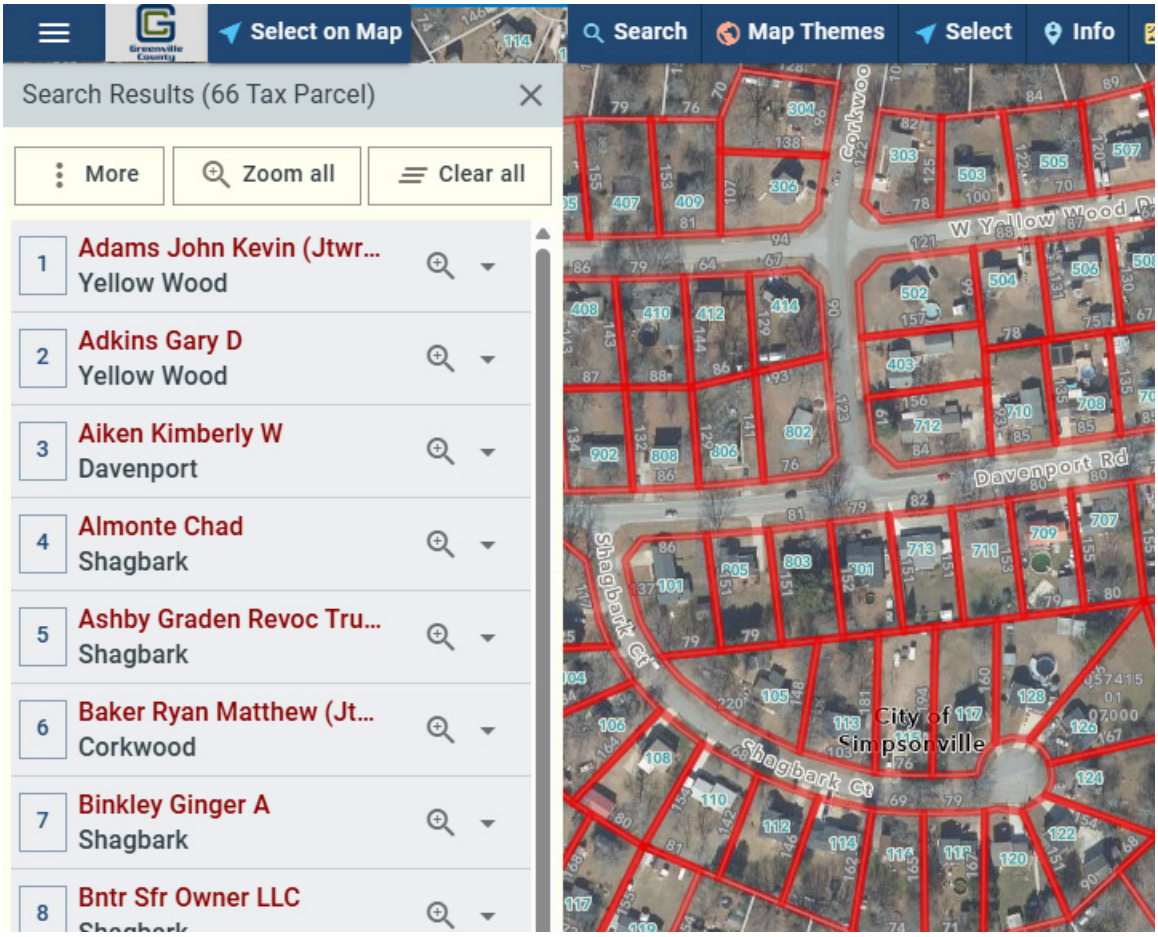
In this example, parcels within 250 feet of the three originally selected parcels are now selected and presented in the **Details** tab.

Select features (in the selectable layer) displayed in the current map view

1. Zoom to the area of interest on the map.
2. Click the **Current View** button.



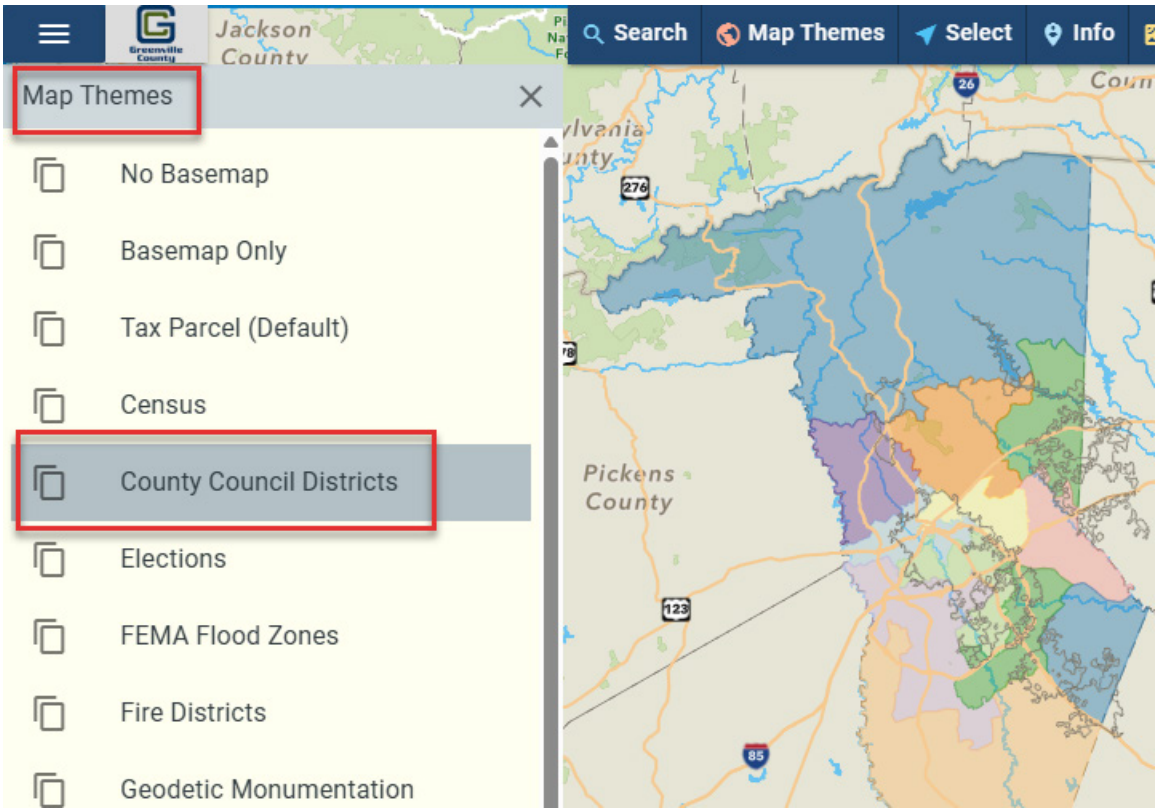
3. All features in the **Selectable Layer** and in the current map view (maximum of 500) will be selected and highlighted in red.



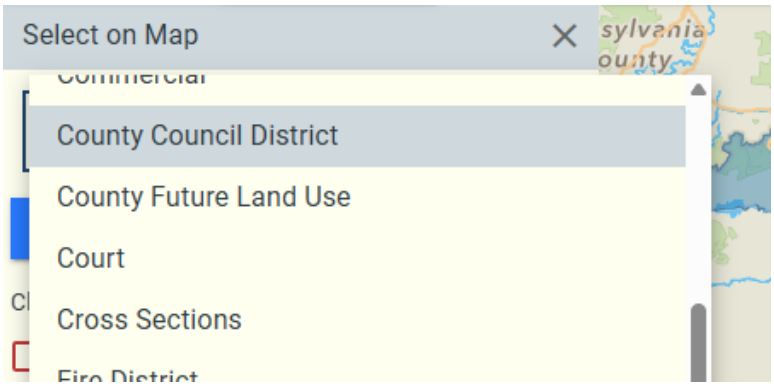
The **Current View** option is intended for feature layers containing less than 500 records. Using this option for large data sets, such as tax parcels, may produce unexpected results.

Small data sets containing less than 500 records, such as County Council Districts, Fire Districts, SC House and Senate Districts, etc. can be selected using **Current View** in the **Select on Map** tool.

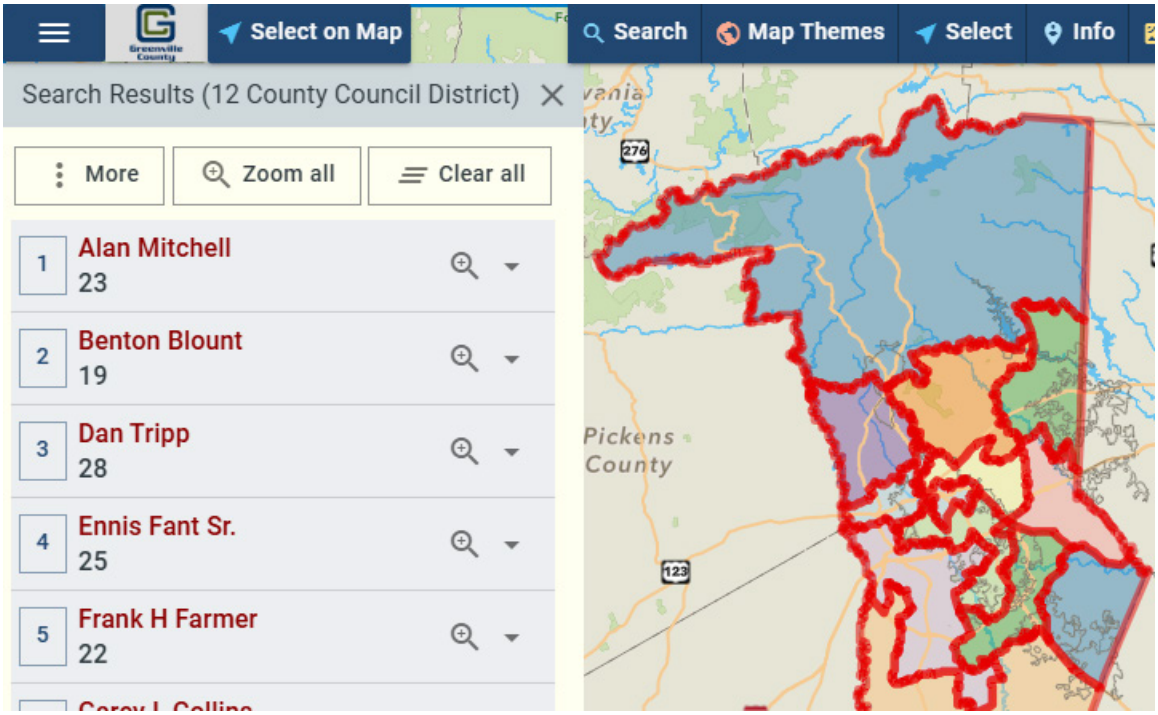
1. First, at the full extent of the map, change the **Map Theme** to something with less than 500 records such as County Council Districts.



2. Next, in the **Select on Map** options, change the Select from dropdown to the corresponding map layer.



3. Then, click the **Current View** button to select all records.



From there you have the option to zoom to each record, or export the selected records as a CSV file.

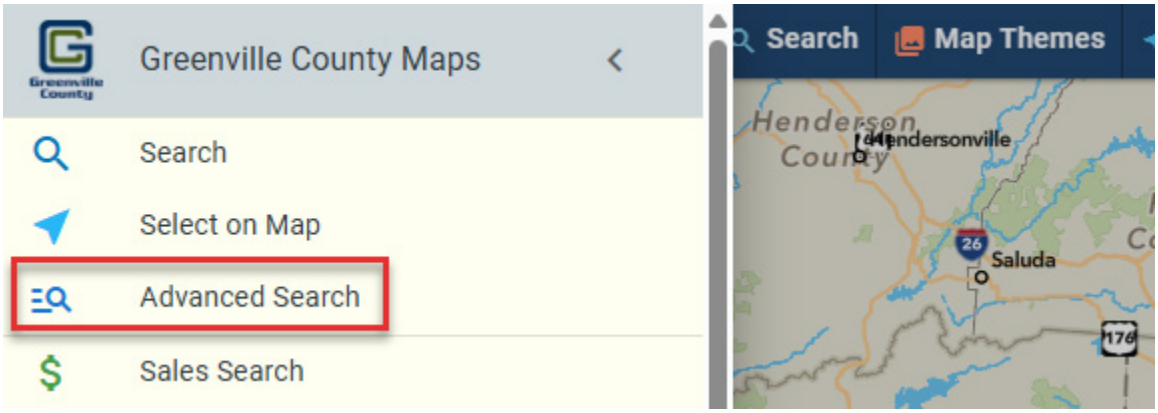
Advanced Search

The **Advanced Search** tool provides a mechanism to select, add to an existing selected set, or deselect map features within a single data layer using multiple criteria and a set of standard query operators.

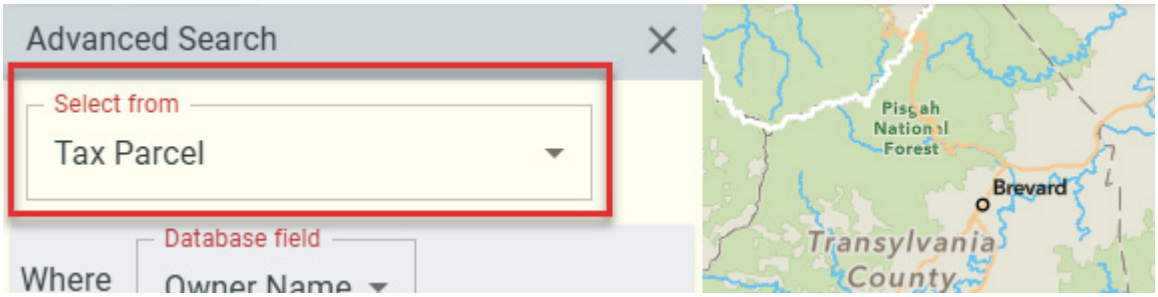
Advanced Search Example

In this example, the requirement is to identify tax parcels that are between ten and twenty acres in size, are classified by the tax assessor as vacant-residential, and have been sold since January 1, 2023.

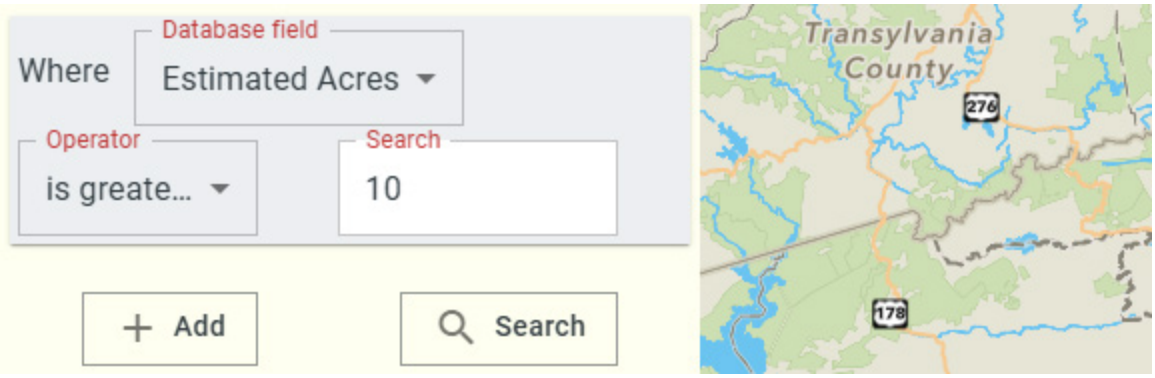
1. Click on **Advanced Search** from the main menu.



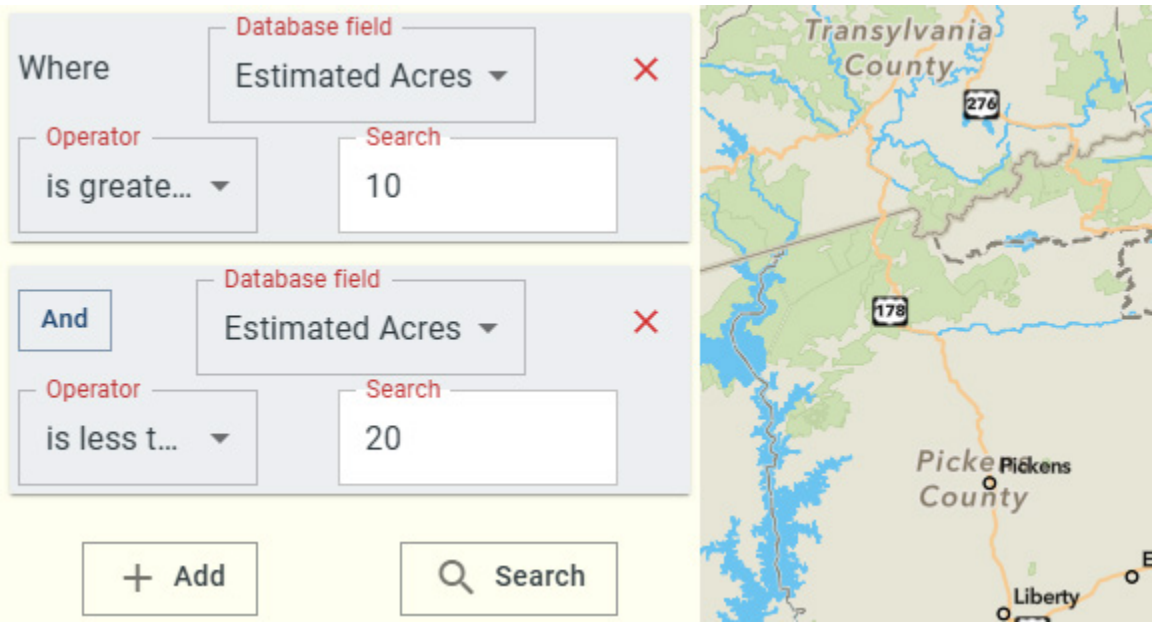
2. The query will consist of a set of statements, each statement reflecting a single criterion from the requirement above. Tax Parcel is the default map layer in the **Advanced Search** tool. Click the **Select from** dropdown to select from other map layers.



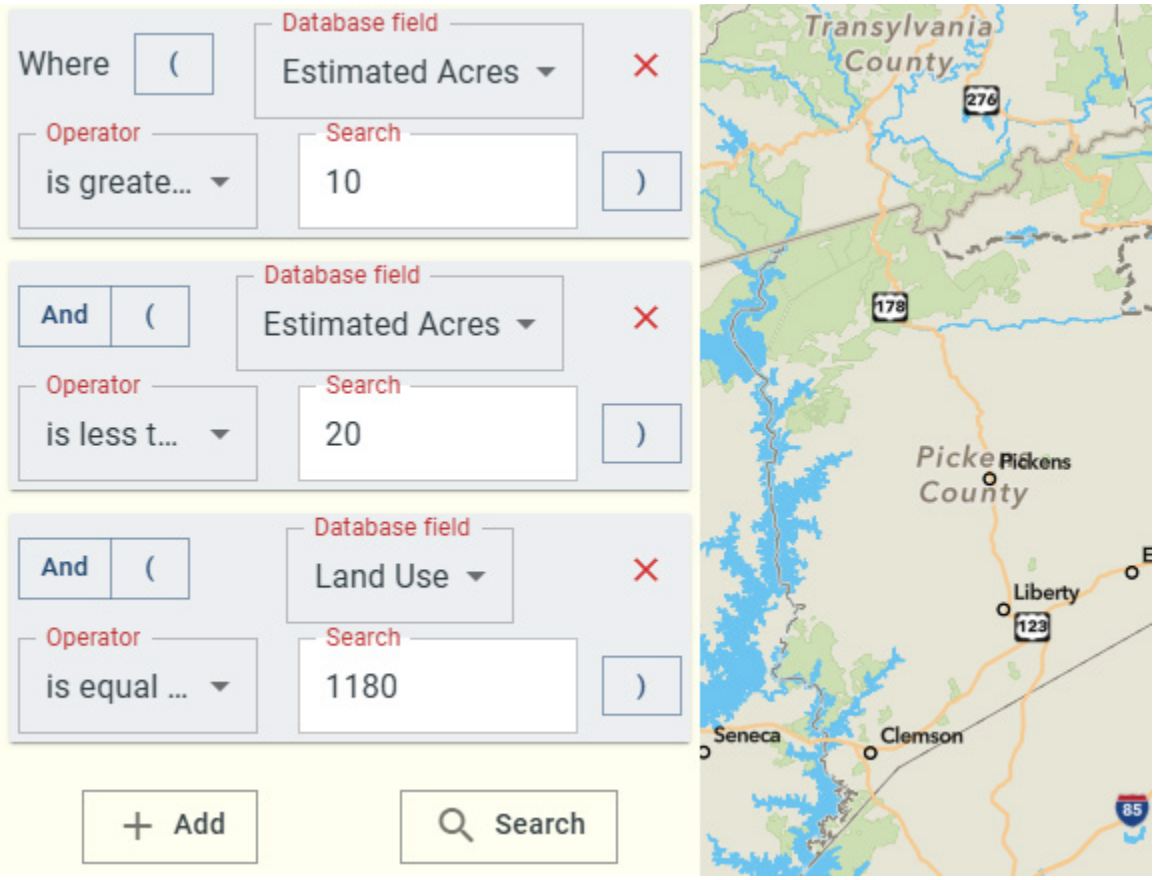
3. To find parcels greater than ten acres in size, select *Estimated Acres* from the Database field dropdown, *is greater than* as the query operator, and enter *10* as the criterion.



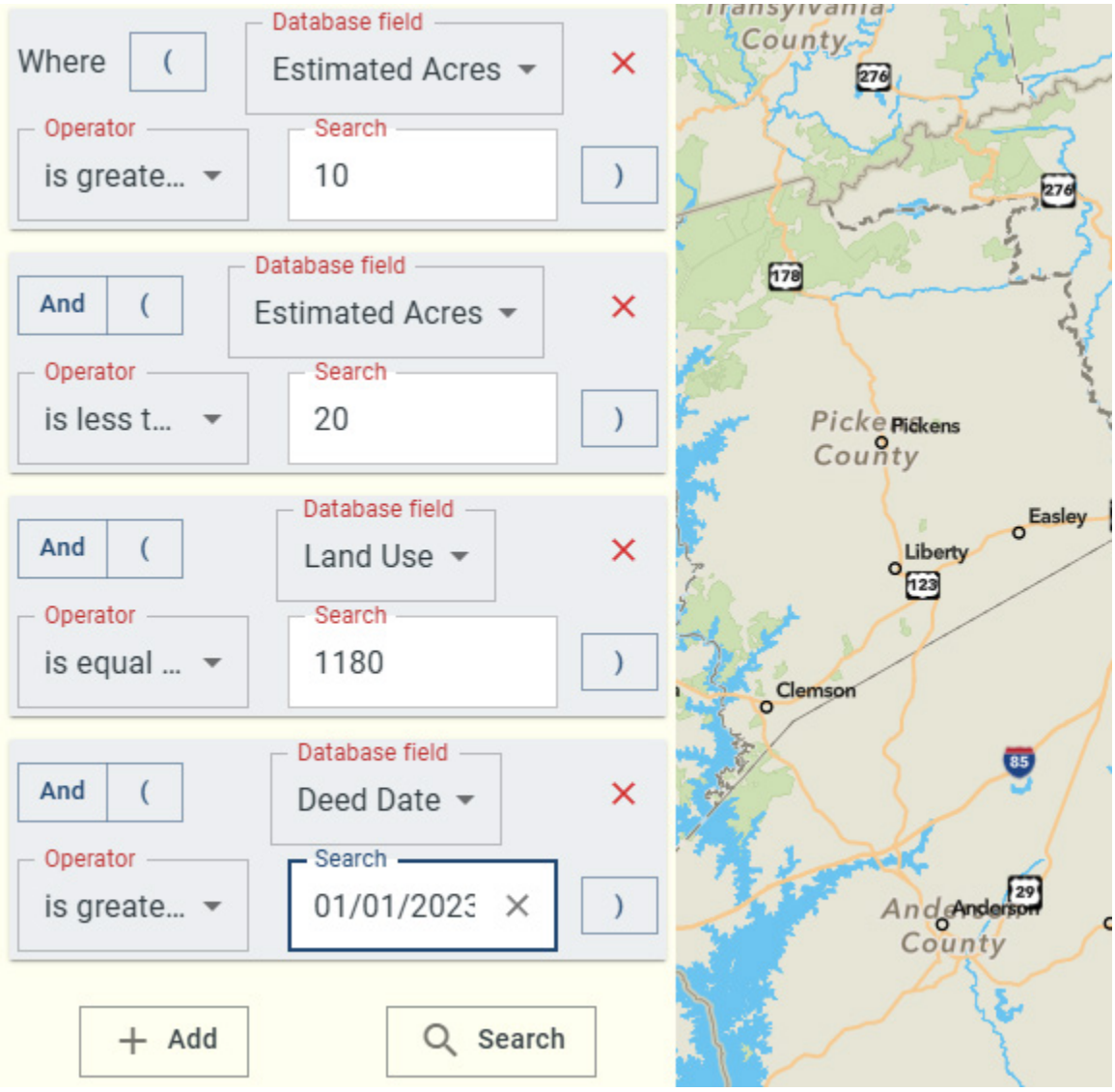
4. Click the **Add** button to add the next query statement. Select *Estimated Acres* as the query field, *is less than* as the query operator, and enter *20* as the criterion.



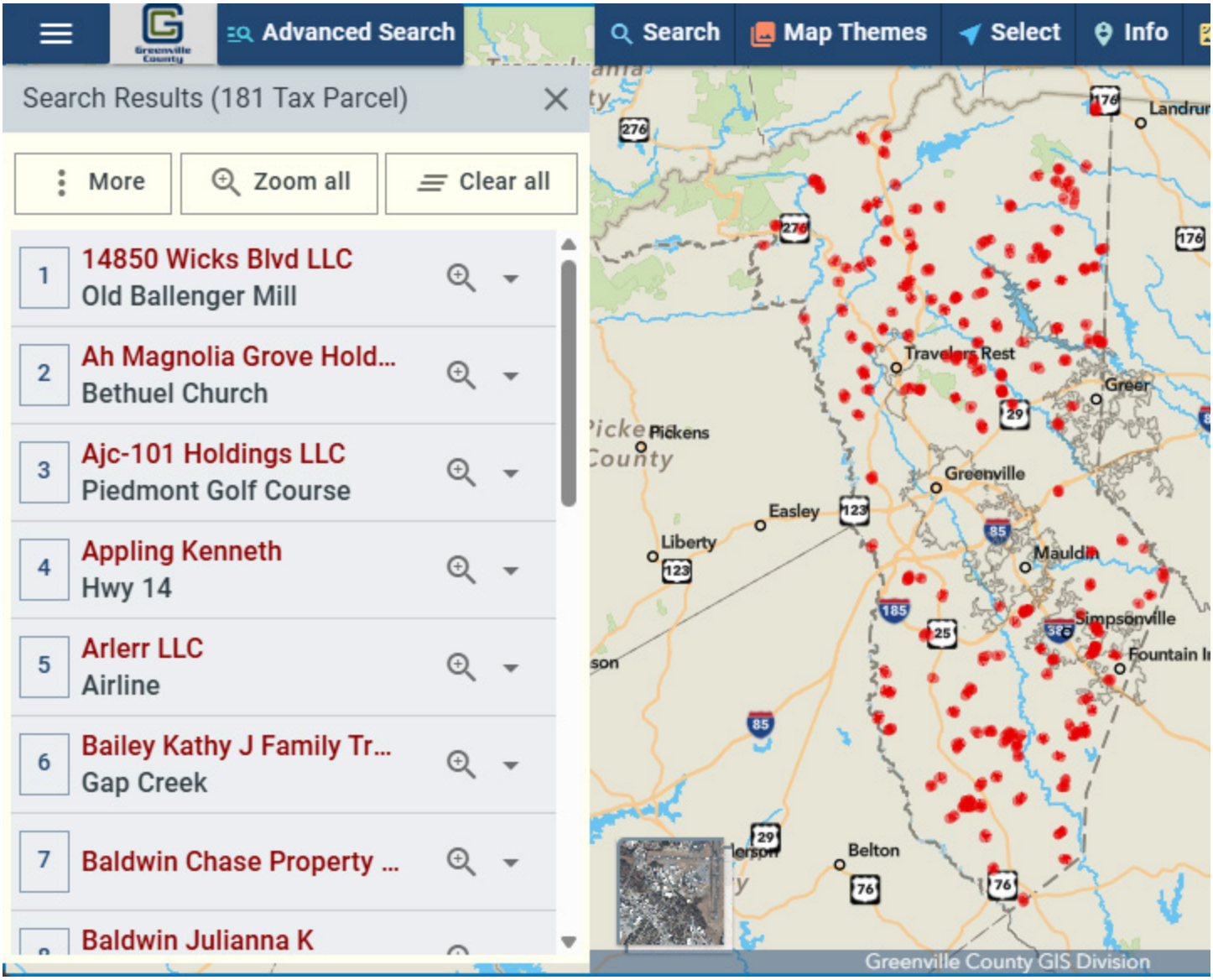
5. Click the **Add** button to add the next query statement. To find parcels classified as vacant-residential by the tax assessor, select *Land Use* as the query field, *is equal to* as the query operator, and *1180* as the criterion.



6. Click the **Add** button to add the next query statement and refine the search further by limiting the search criteria to parcels that have been sold since January 1, 2023. Select *Deed Date* as the query field, *is greater than or equal to* as the operator, and enter *01/01/2023* as the criterion. Click **Search** to run the query.



7. 181 records are displayed in the Search Results, and 181 parcels are highlighted in red on the map.

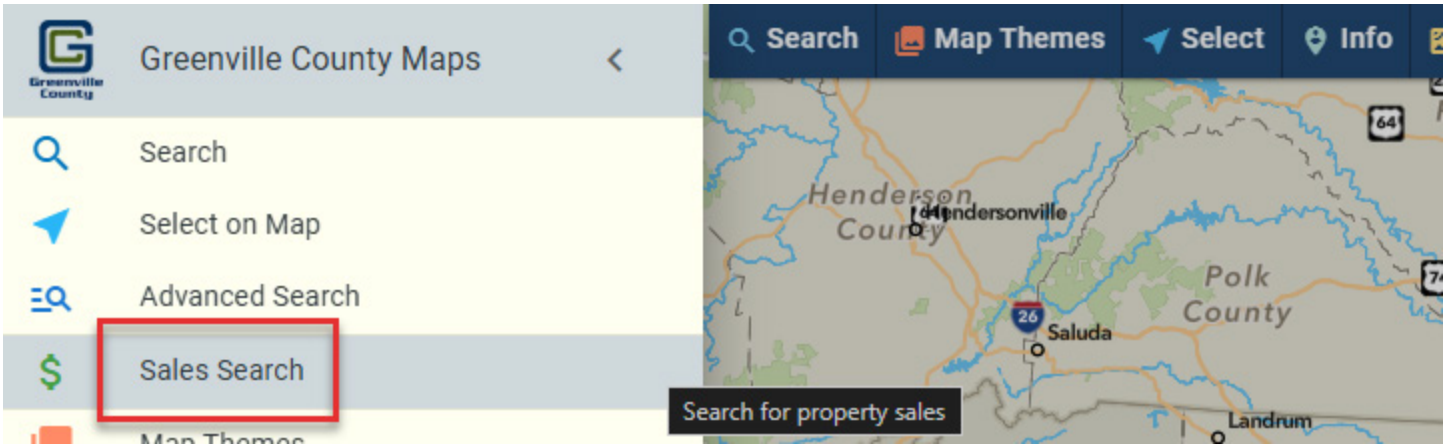


8. The **Zoom all** and **Clear all** tools are active, just as they are using **Search** or **Select on Map**. Options to **Create Mailing Labels** and **Export to CSV** are available under the **More** button. Each selected record may be expanded to display descriptive details and may be "zoomed to" for closer inspection.

9. To modify the query, click **Advanced Search** at the top of the results pane to return to the query builder. New query statements may be added, existing statements may be removed, and the selection type can be changed.

Sales Search

The Sales Search tool provides a mechanism for identifying and locating properties with similar sales characteristics, which include: Property Type, Location, Structure Size, Lot Size, Number of Bedrooms and Bathrooms, Market and Sales Price, Sales Date, and Valid Sale.

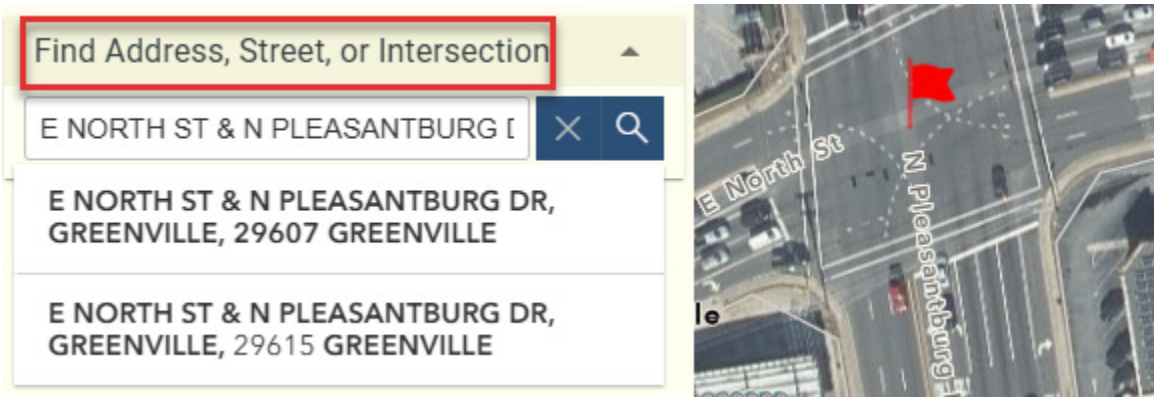


Residential Sales Search Example

In this example, the requirement is to identify residential properties that share specific characteristics and are within a mile of the intersection of East North Street and North Pleasantburg Drive. The criteria for the properties include the following:

- Structure size between 1100 and 2000 square feet.
- Lot size between 0.5 and 1 acre.
- Two to four bedrooms.
- One to three bathrooms.
- Sold within the last four years.
- Is a valid sale.

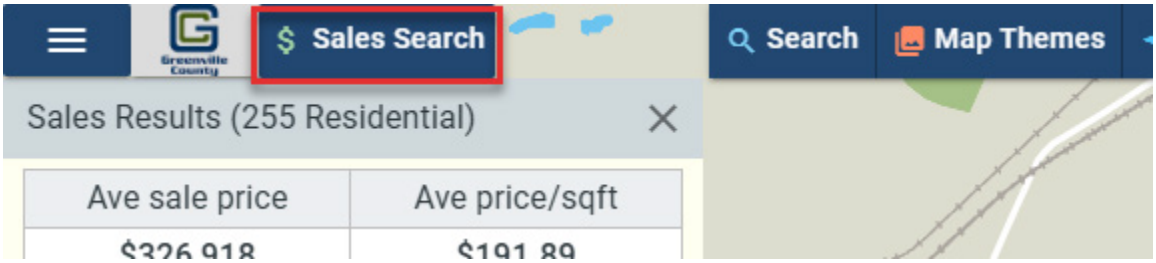
1. For the Sales Search results to be constrained to a specific area, that area must be displayed in the map extent. For this example, the results are to be constrained to the area surrounding the intersection of East North Street and North Pleasantburg Drive. To do this, click **Search** from the main menu and then **Find Address** from the drop down. Click in the empty search box, type north and pleasantburg, and click on one of the two returned results to zoom to the intersection of E. North St. and N. Pleasantburg Dr.



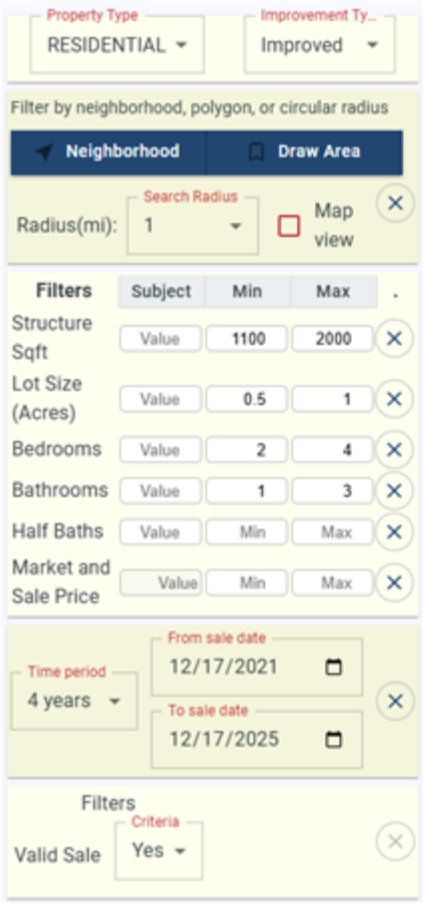
2. Click the X to close the Search and Find Address tool, then click **Sales Search** from the main menu.

3. The default Property Type is Residential and the default Improvement Type is Improved. For this example, we'll leave the defaults unchanged. In the Filter by neighborhood, polygon, or circular radius section, click the button labeled **Search Radius *Any*** and choose 1 for a search radius of one mile.

Sales results are returned that meet the initial criteria of all Residential Improved properties within a 1-mile radius of the intersection. To further refine the search, click the Sales Search quick return at the top of the results.



The results should look like the image below.



In the Structure Sqft fields, enter 1100 under Min and 2000 under Max.

In the Lot Size (acres) fields, enter 0.5 under Min and 1 under Max.

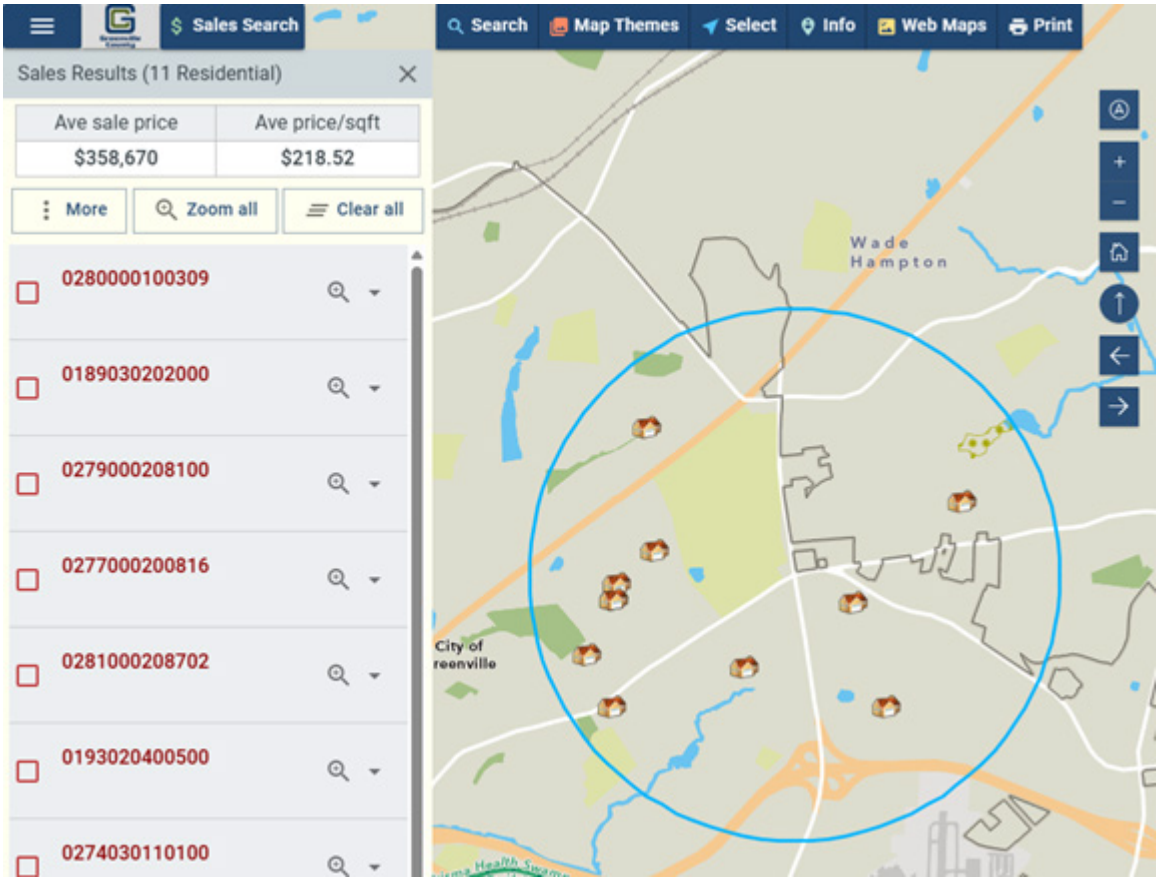
In the Bedrooms fields, enter 2 under Min and 4 under Max.

In the Bathrooms fields, enter 1 under Min and 3 under Max.

The default Sales period is three years. Change this to four years by clicking the Time period drop down and choosing 4 years.

The default for Valid Sale is Yes, which we'll leave for this example.

4. When the Sale Date is changed to 4 years, the map will refresh and all properties that fit the above criteria will be indicated as *house* icon within a blue, 1-mile radius circle.



5. Click on a result to see the records of the selected properties. Several tools, which are described on page 31, are available to operate on the selected set of properties.

Commercial Sales Search Example

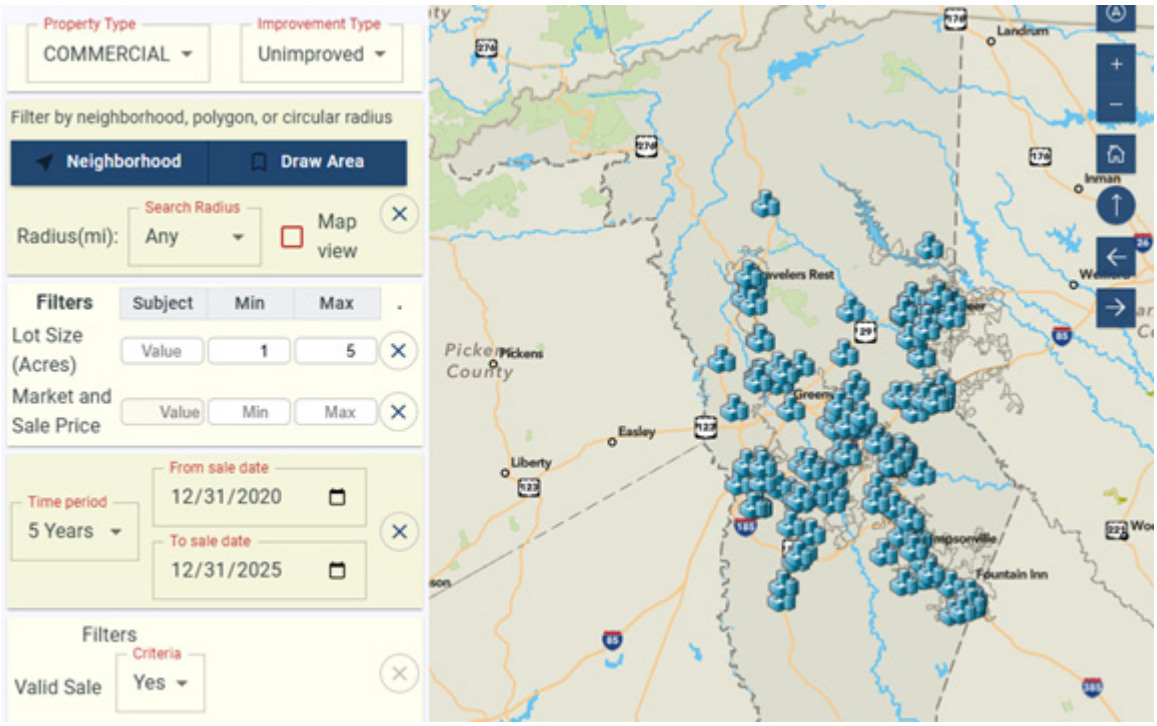
In this example, the requirement is to identify unimproved commercial properties that share specific characteristics and are near, or inside, the Greenville City limits. The criteria for the properties include the following:

- Lot size between 1 and 5 acres.
- Sold within the last five years.
- Is a valid sale.

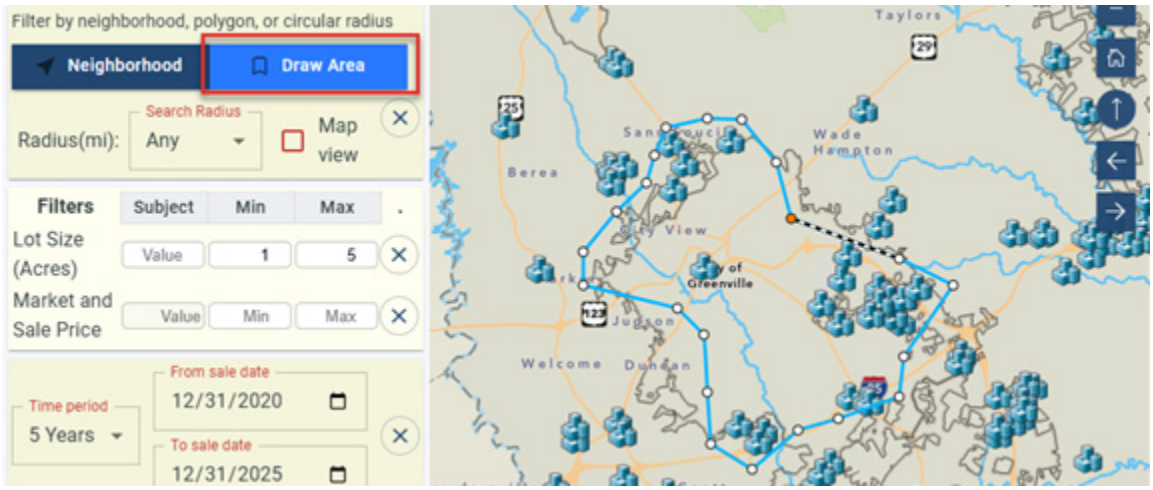
1. Click **Sales Search** from the main menu. Under **Property Type**, click the Residential dropdown and choose Commercial. The map will refresh with sales results that meet the criteria for all commercial properties within the map extent, with the default Improved Type and within the default three-year time period.

2. Next, click the **Sales Search quick return** at the top of the results and choose Unimproved for the Improvement Type. The map will refresh again with sales results that meet the criteria for all unimproved commercial properties within the map extent sold during the default three-year time period.

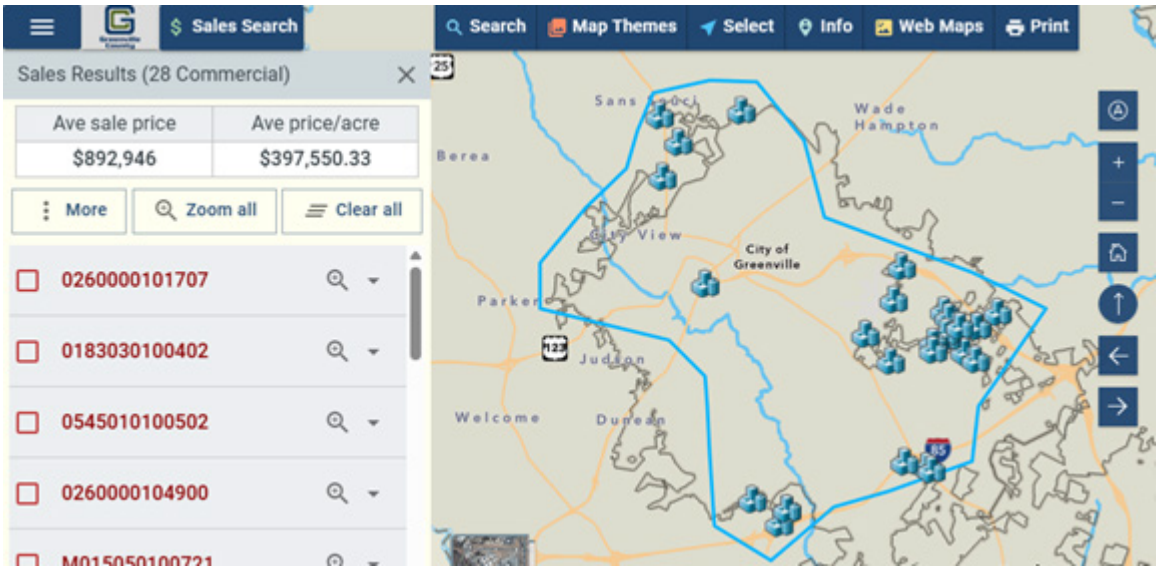
3. To further refine the search, click the **Sales Search quick return** at the top of the results and change the Lot Size (Acres) filter to a minimum of 1 and a maximum of 5. The default for Valid Sale is Yes, which we'll leave for this example. Click the Time period dropdown and choose 5 years. The results should look like the image below.



4. To constrain the results to an area near, or inside, the Greenville City limits, click the Draw Area tool in the Filter by neighborhood, polygon, or circular radius section. It may help to zoom-in to the area where the Draw Area tool will be used. Click once on the map to start the Draw Area tool, click again to change direction, and double click to finish drawing around the desired properties.



5. When the Draw Area tool is finished, the map will refresh with a blue polygon surrounding the selected properties.



6. Click on a result to see the records of the selected properties. Several tools, which are described on page 29, are available to operate on the selected set of properties.

Additional property type search options include **Multi-Family**, **Mobile Home**, and the option to search for **Any** property type.

Improved - refers to a property with a building or other development on it.
Unimproved - refers to a property with no building or development.

Valid Sale

YES - also referred to as an Arm's Length Sale. Is the comparable sale a Valid Sale? To determine if the sale is valid, the conditions of the transaction must meet ALL of the following criteria. If one item is answered "no", the Assessor will likely discount the sale.

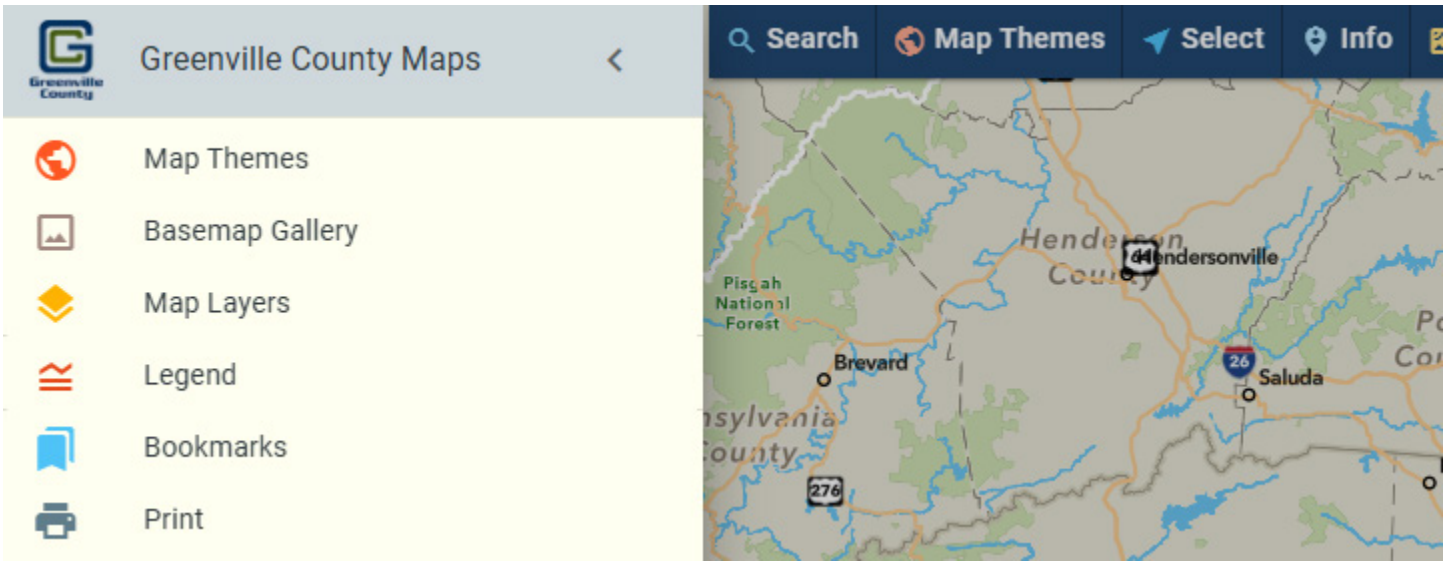
- Was conveyance via a Warranty Deed or Trustee's Deed?
- Were all parties knowledgeable of the market?
- Were all parties able to make an informed decision without undue influence?
- Was the property exposed to the open market?
- Were the principal buyer and seller unrelated individuals or corporations?
- Were all parties NON-GOVERNMENTAL agents or agencies?
- If the sale was a foreclosure, was it the first sale after the foreclosure preceding (an REO)?

NO - Conditions of an Invalid Sale or Non-Market Sale. A sale is considered invalid if it meets ANY of the following criteria. If one item is answered "yes", the Assessor will likely discount the sale. Please note the below criteria are the most common reasons to exclude a sale from comparison. Exclusions include, but are not limited to:

- The transaction involves a government agency
- Multiple parcels are sold in the same transaction
- One parcel is being divided into multiple parcels or multiple parcels are being combined
- Individuals or corporations have same name or ownership
- The sale is mandated by the court (lender possession, divorce decree, interstate, etc.)
- Only a portion of the parcel or partial interest is transferred
- Parcels are traded
- A deed other than a Warranty Deed or Trustee's Deed is used to convey the parcel
- The property was not exposed to the open market
- Property was sold at auction
- Adjacent neighbor is principal to the transaction
- Agreement for Deed or Option to Purchase
- Sale-Leasebacks
- Transfers in payment of satisfaction of a debt

Maps

Choose map content, configure display characteristics, book mark areas of interest, toggle map components, and produce output in paper or digital format.



Map Themes -Refresh the map with a group of complementary map layers depicting a topic of interest.

Basemap Gallery - Quickly change the background orthophotography.

Map Layers - Provides control over map content and display characteristics.

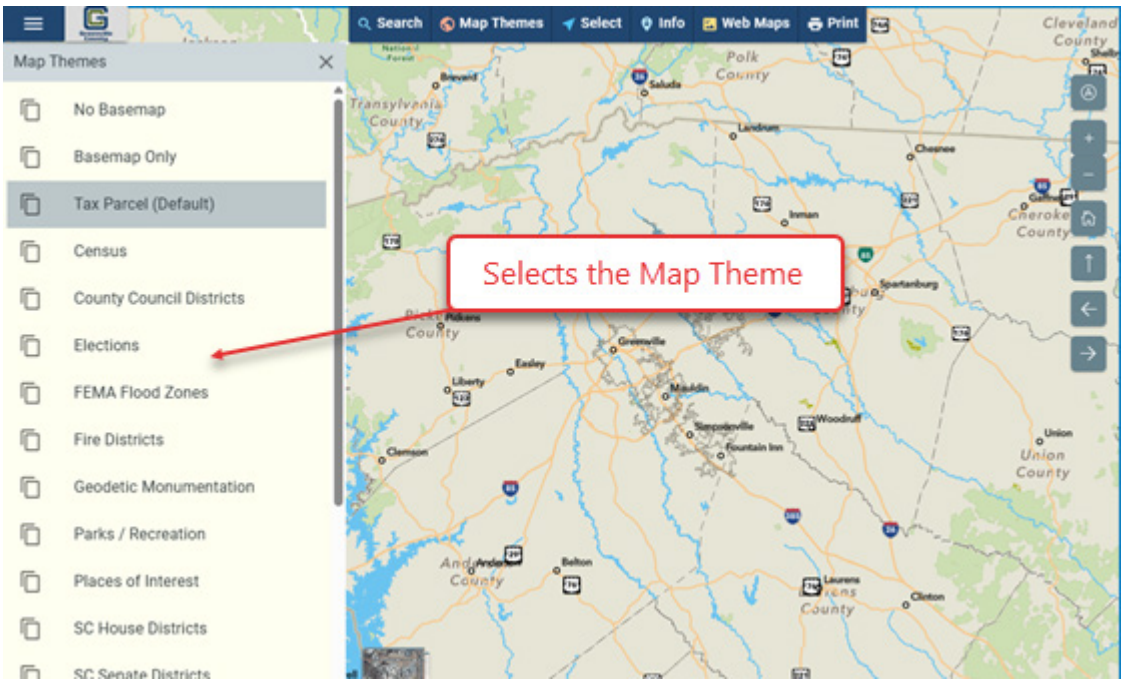
Legend - Displays the map legend or key, showing the symbols used to represent the visible map layers.

Bookmarks - Provides the ability to create and label shortcuts to areas of interest on the map.

Print - Produces a printable map layout, .pdf, or .jpeg image with optional title descriptive information.

Map Themes

Map Themes displays a group of complementary map layers depicting a topic of interest such as zoning, county council districts, fire districts, FEMA flood zones, etc. To view **Map Themes**, select from the main menu or click **Map Themes** on the quick tools toolbar. Next, click the **Map Theme** of interest. The default theme is **Tax Parcel**.

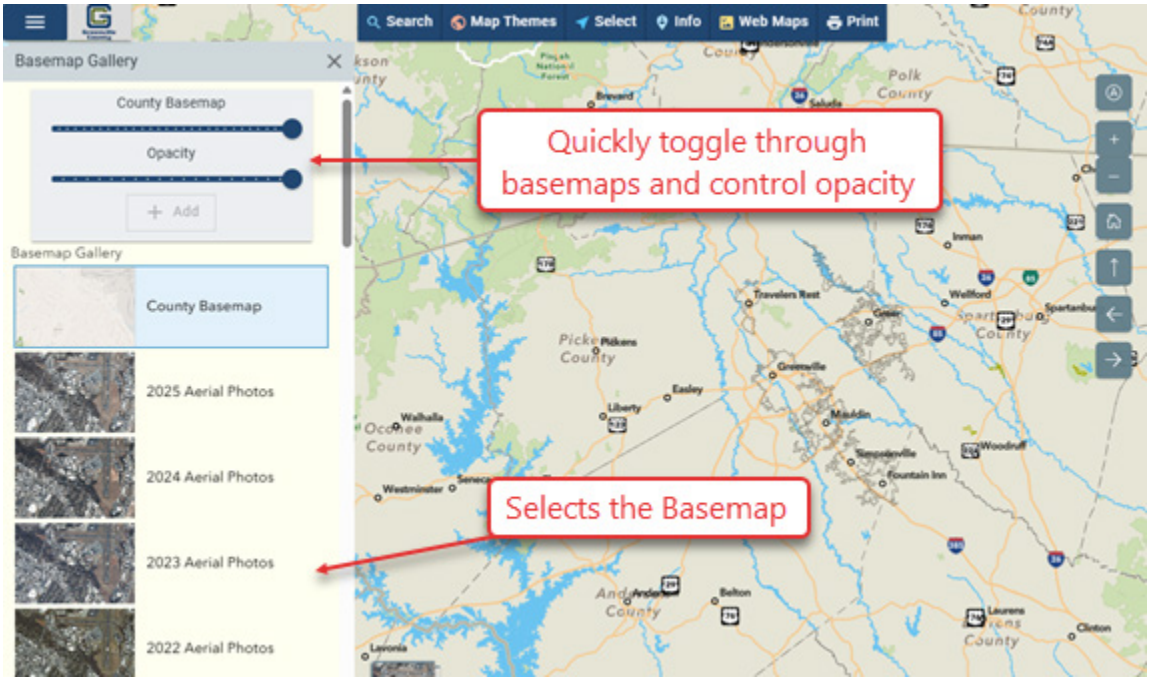


Example

To display zoning polygons and complementary map layers, click on the **Zoning** map theme.

Basemap Gallery

Quickly change the background orthophotography displayed in the map using the **Basemap Gallery**. Click **Basemap Gallery** from the main menu to display a list of available basemaps, then click on the basemap with the photography of interest. Slider controls at the top of the basemap list let you quickly toggle through basemaps and adjust their opacity. County Basemap is the default.

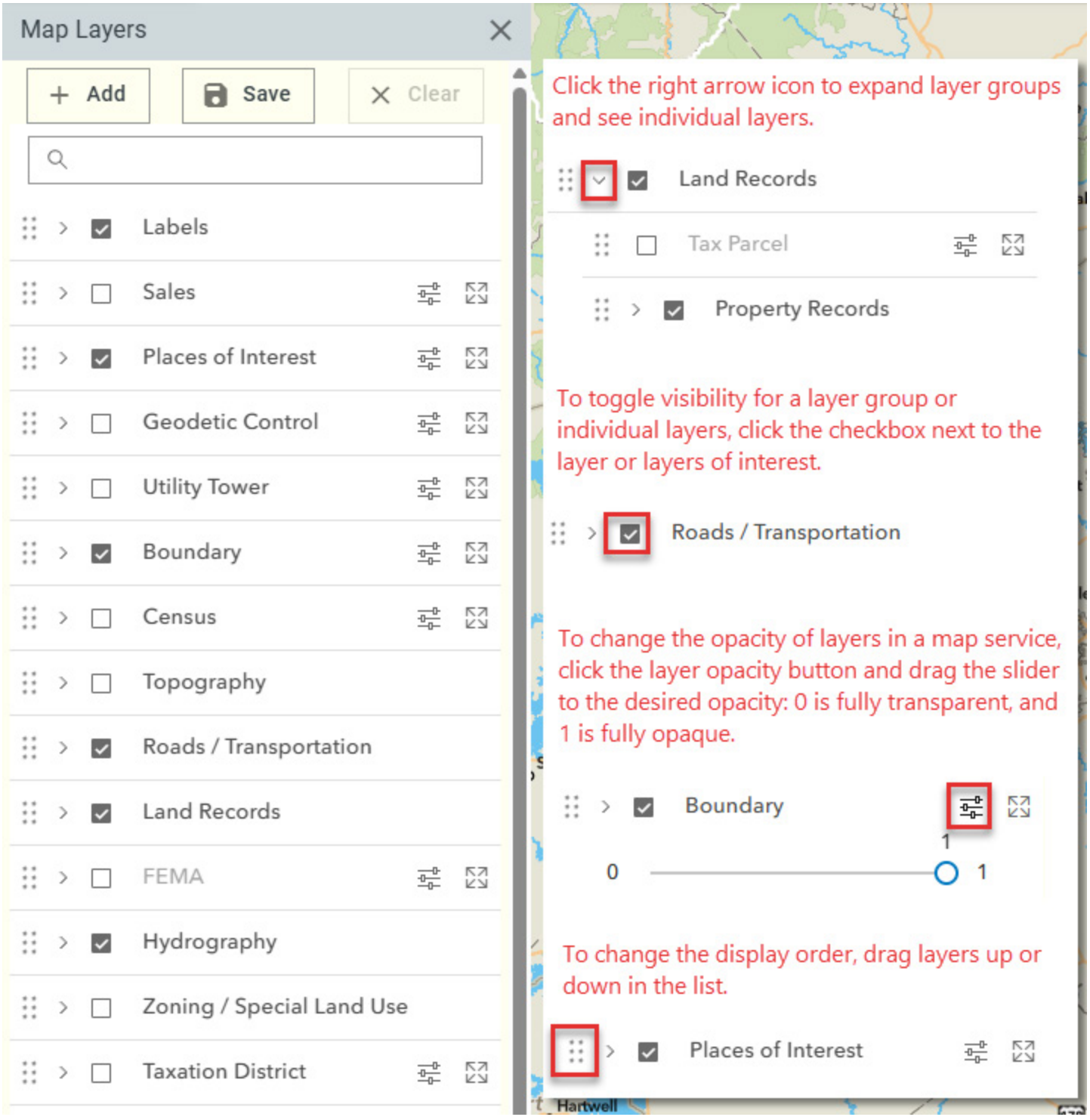


Example

To change the display from the current orthophotography to 1997 orthophotography, click on the **1997 Aerial Photos** base map.

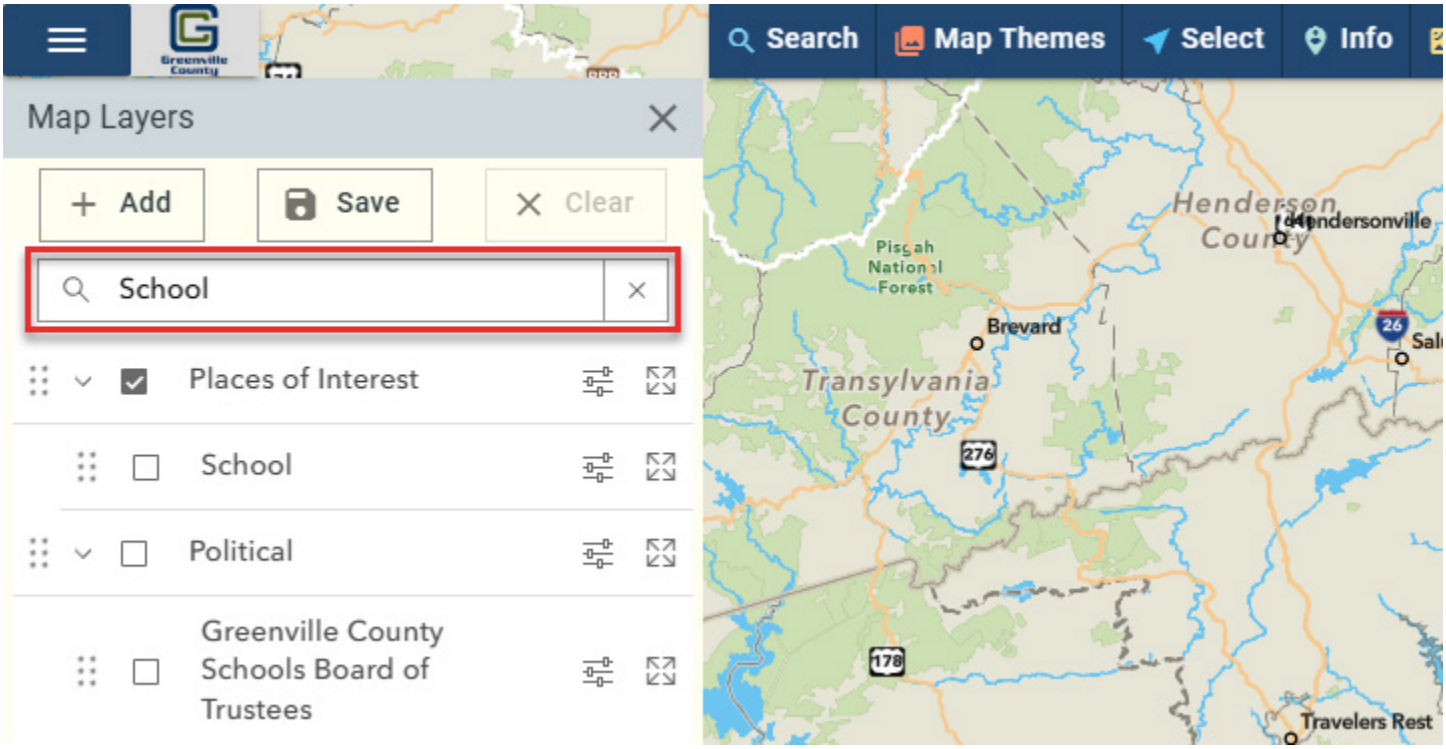
Map Layers

The Map Layers setting controls map content and display characteristics. More specifically, layer groups and individual layers may be turned on or off, providing more control over map content than using **Map Themes**. Additionally, layer opacity may be adjusted to highlight or subdue layers within each map service. Click **Map Layers** from the main menu to display a hierarchical list, grouped by map services.

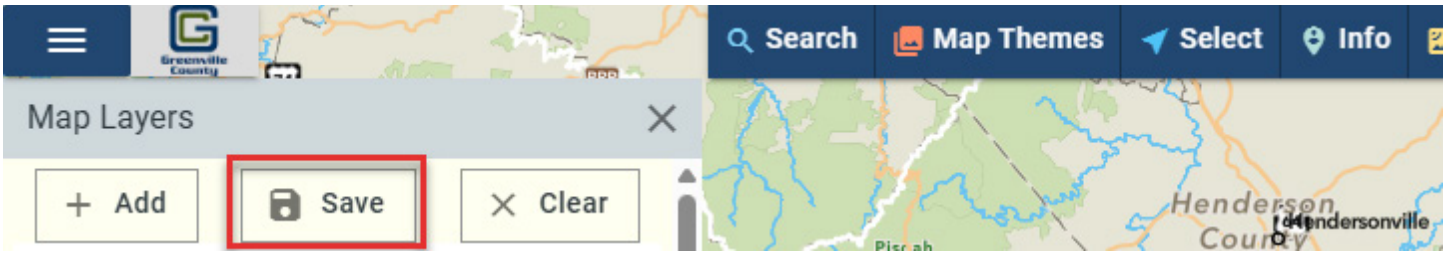


Other **Map Layers** options include:

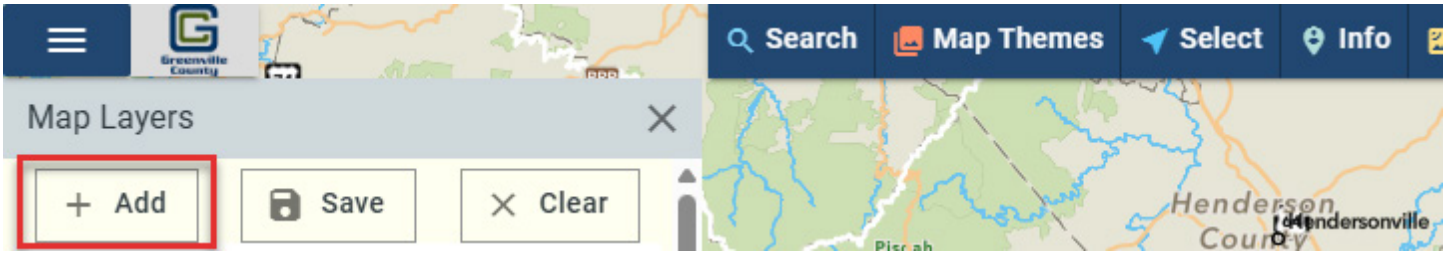
Click in the Search box to search for a specific layer of interest.

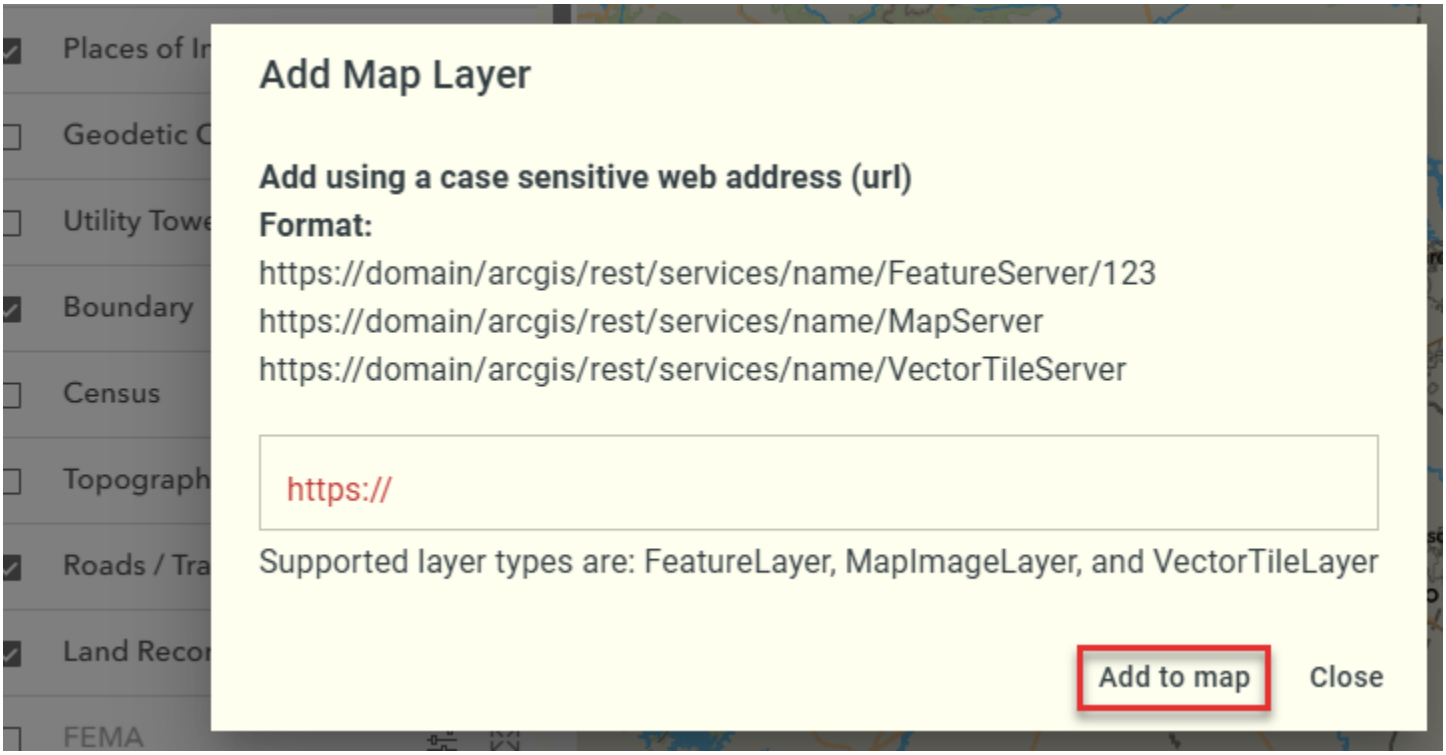


Click the Save icon to save **Map Layer** settings. Settings are stored in browser cookies and will persist until browser cookies are cleared. Depending on the browser used and how it manages history, settings may or may not persist from one session to another. Click the Clear icon to clear settings.



Click the Add icon to add a Feature Layer, a Map Image Layer, or a Vector Tile Layer to the map using a case sensitive web address (URL).





Copy or type in the web address and click Add to map.

Legend

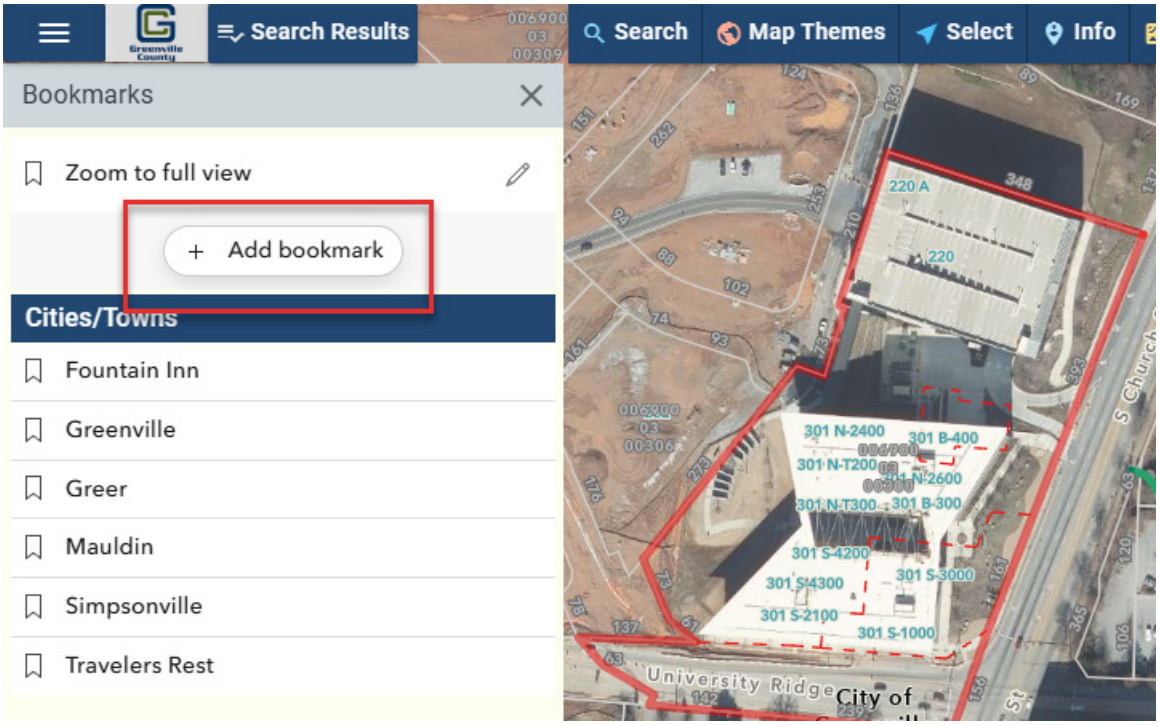
Displays the map legend or key, showing the symbols used to represent the visible map layers. The legend changes based on the current Map Theme.

Bookmarks

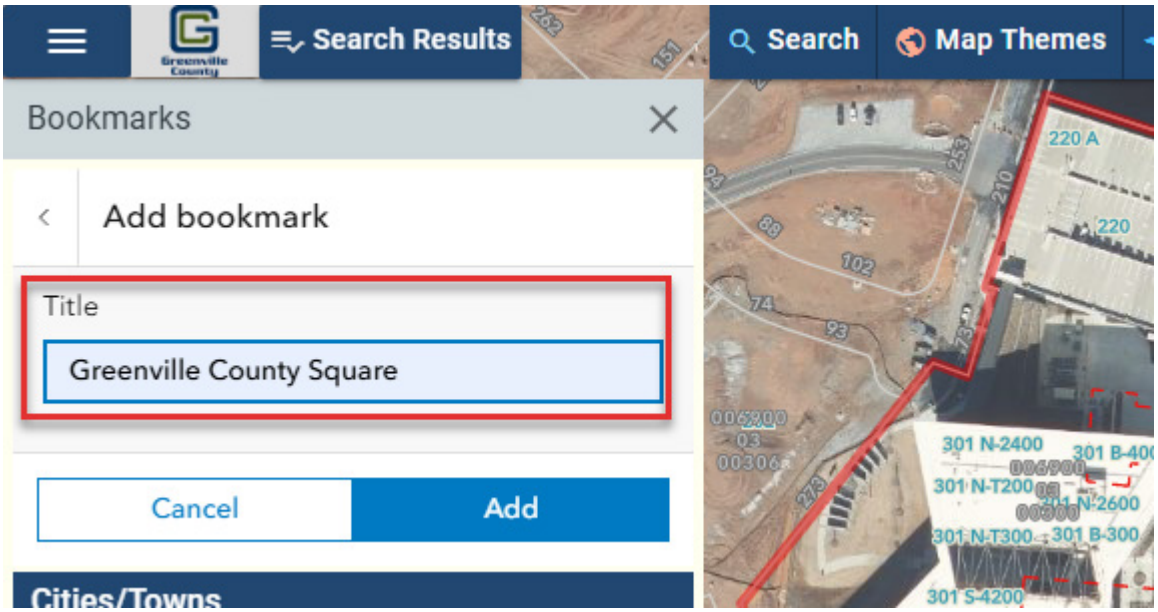
Bookmarks are used to create and label shortcuts to areas of interest on the map.

To add a bookmark:

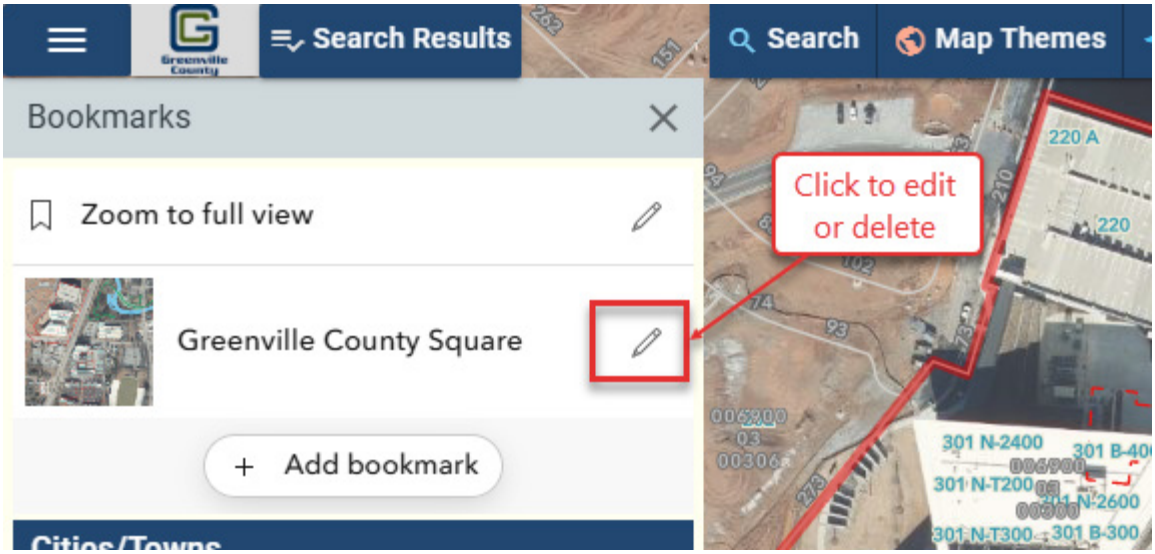
1. Navigate to the area of interest and click **Bookmarks** from the main menu.

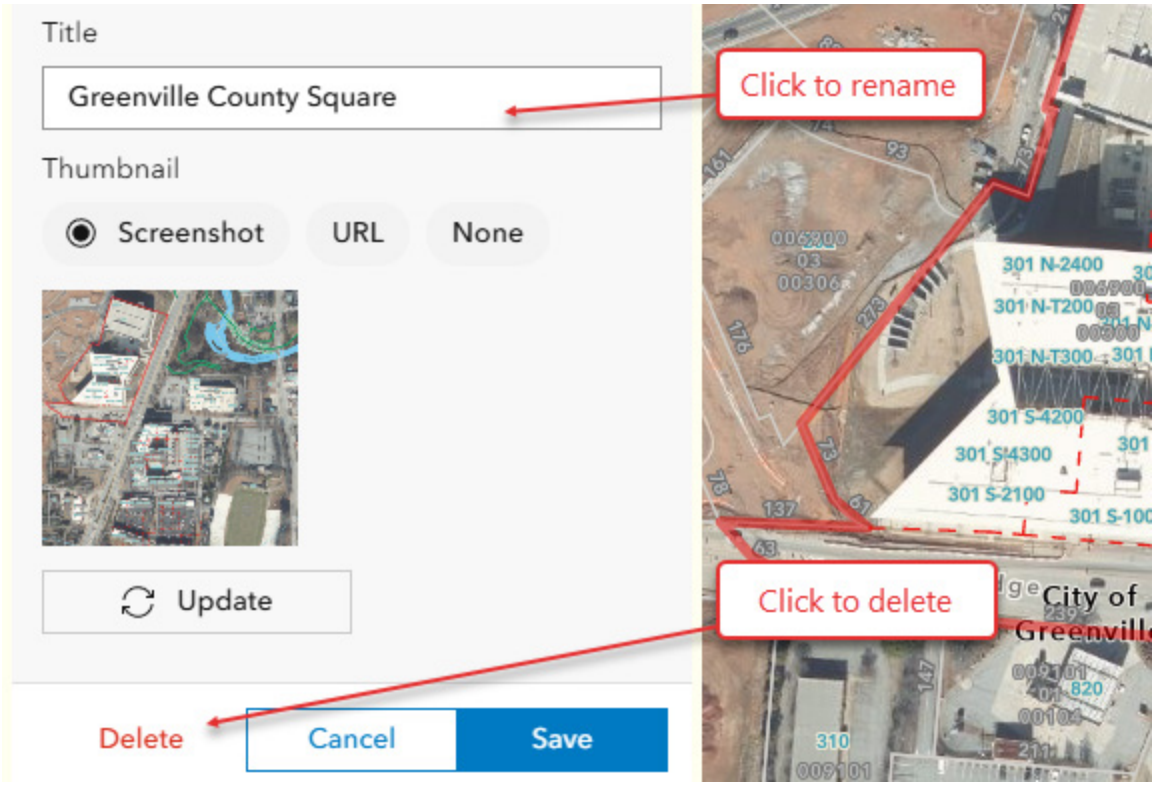


2. Click **Add Bookmark** and type a name into the text box.



3. Click on the “pencil” icon to edit or delete the bookmark.





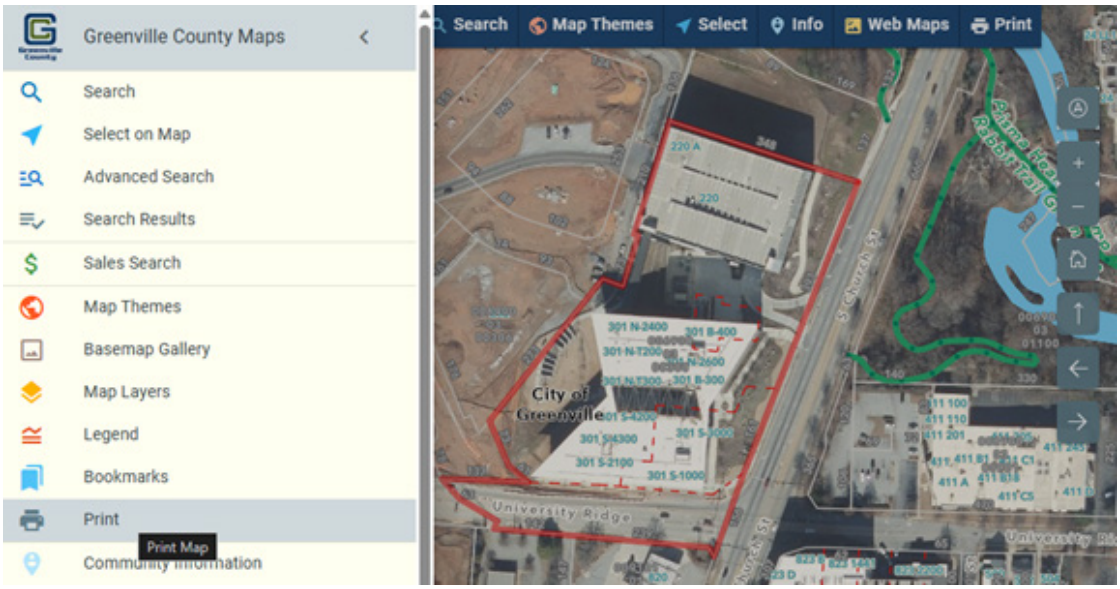
Bookmarks are stored in browser cookies and will persist until browser cookies are cleared. Depending on the browser used and how browser history is managed, bookmarks may or may not persist from one session to another.

Print

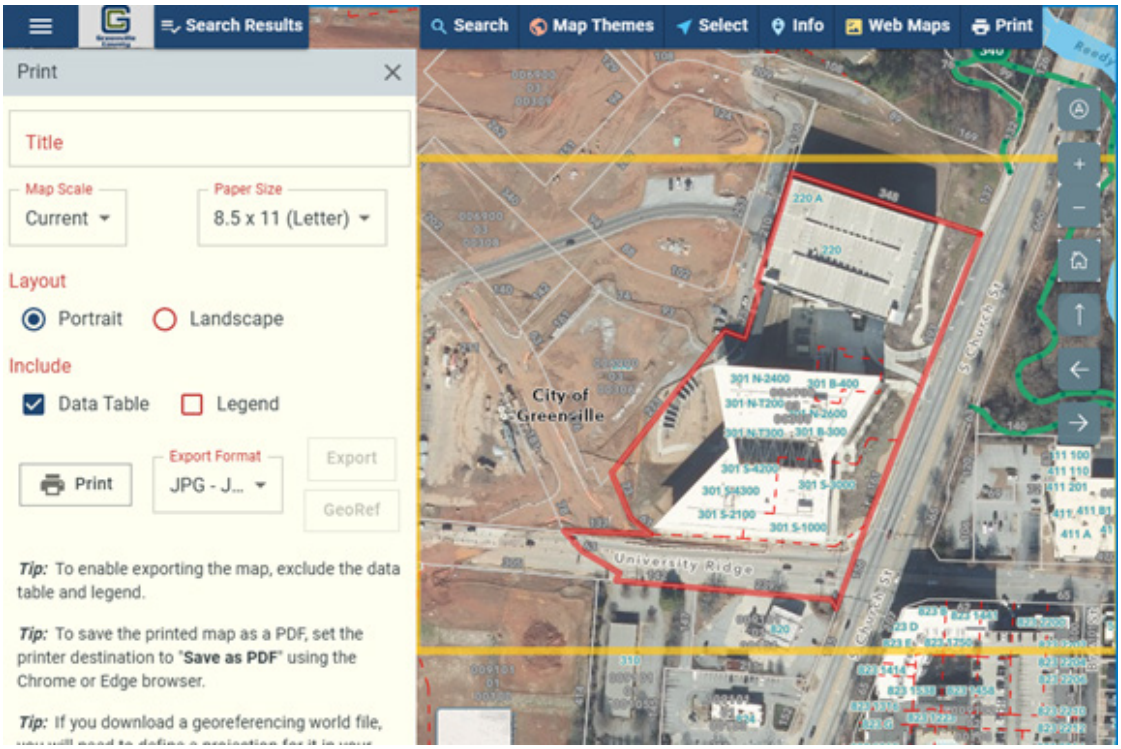
The Print function is used to produce a printable map layout or an image in PNG or JPEG format with a title and optional descriptive information.

To create a printable map:

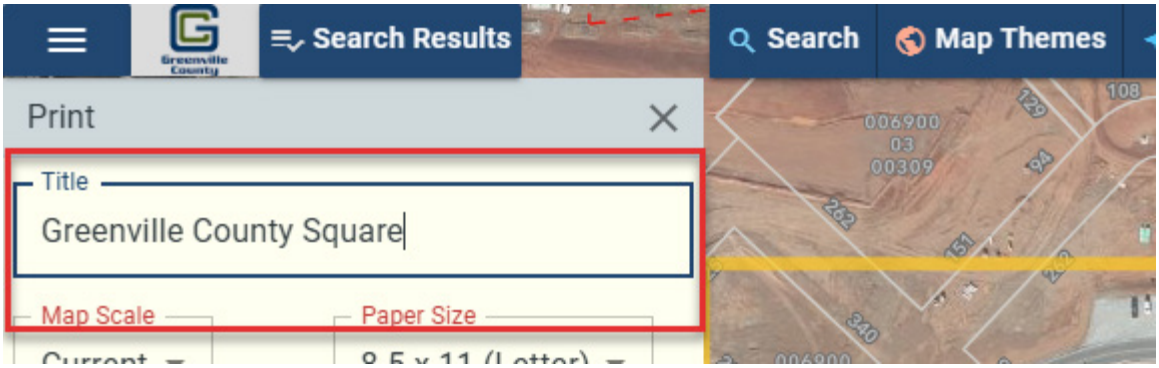
1. Navigate to the area of interest and click **Print** from the main menu or click **Print** on the quick tools toolbar.



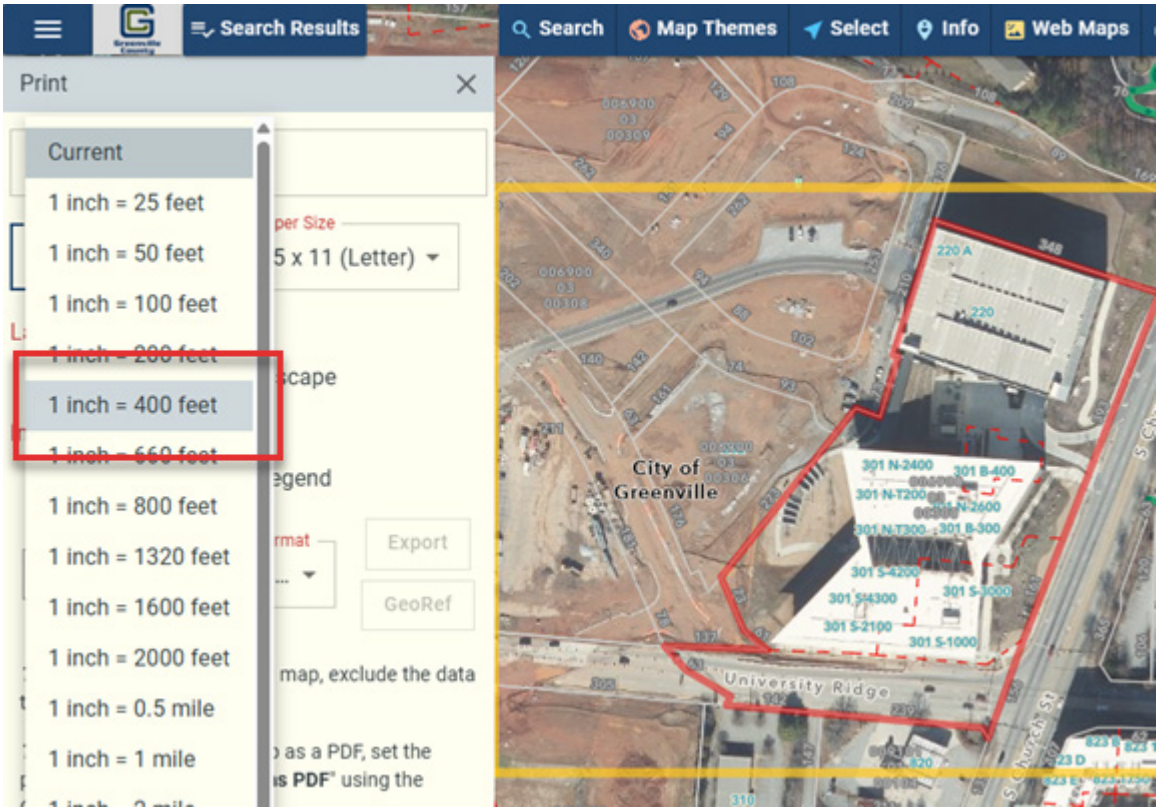
2. An orange graphic showing the extent of the print area will display.



3. Optionally, enter a title for the map.

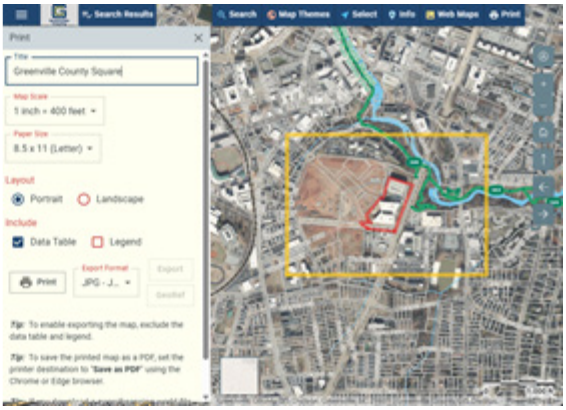


4. Optionally, set a map scale. Map scale is initially set to **Current**. This setting will print the map at the largest scale possible for a given page size. To set a scale other than the current, choose the desired scale from the drop-down menu.

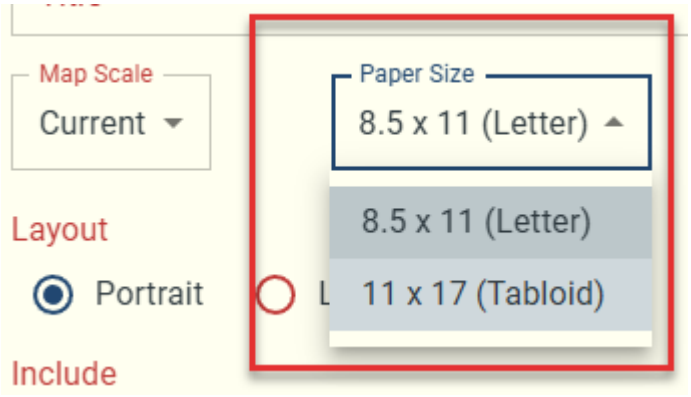


When a new scale is selected, the orange bounding rectangle and the map extents will change to reflect the new printable area.

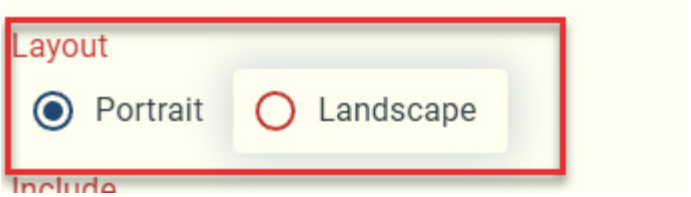
Example



5. The default paper size is 8.5" x 11". Click on the drop-down to select an alternative paper size from the list.

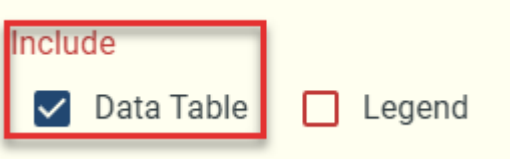


6. To change the default page orientation from Portrait to Landscape, click the appropriate Orientation button.



Data Table:

If a feature is **selected**, an option to include the data table will be available. This option is not available when creating a .png or .jpg.

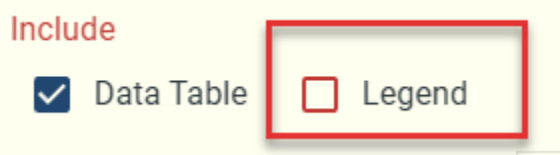


If the Data Table checkbox is checked, the feature information (attributes) will be included in the printable map. However, it is recommended to leave this option unchecked, as it reduces the printable map size dramatically. If descriptive (attribute) information is required, export to a **comma separated values (.csv)** file for Excel or create a **Property Report** for a Tax Parcel.

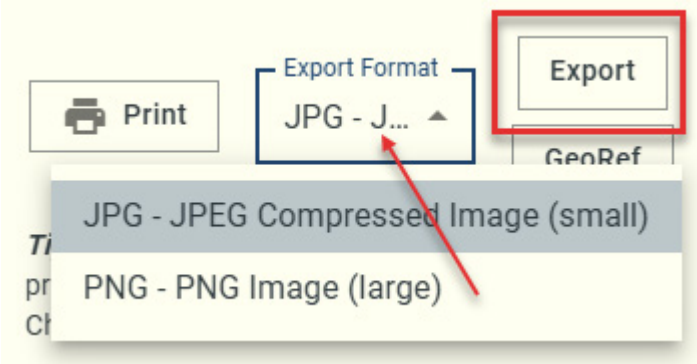
PIN / Tax Map #	0069000300300	Jurisdiction	County Ownership
Owner Name	County of Greenville	Land Use	421: Office – General
Owner Name 2		Legal Description	PARCEL 1A 2
Mailing Address	301 University Rdg Ste 200	Subdivision	
City	Greenville	Site Address Number	301
State	SC	Site Address Street	University
Zip Code	29601	Sale Price	$0
In Care Of		Fair Market Value	$74,815,710
Previous Owner	Furman University	Taxable Market Value	$74,815,710
Deed Date	1/11/2012	Taxes	$5,361.72
Deed Book	1222	Date Taxes Paid	
Deed Page	632	Estimated Acres	6.3
Plat Book	1459	Square Feet	0
Plat Page	96	Number of Bedrooms	0
Tax District	517	Number of Bathrooms	0
Market Area	C00079	Number of Half Baths	0

Legend:

Including this shows the symbols used to represent the visible map layers, but also reduces the printable map size. The legend changes based on the current Map Theme.



Optionally, export a **.jpeg** or **.png** image of the map by selecting the desired format, and then clicking Export.



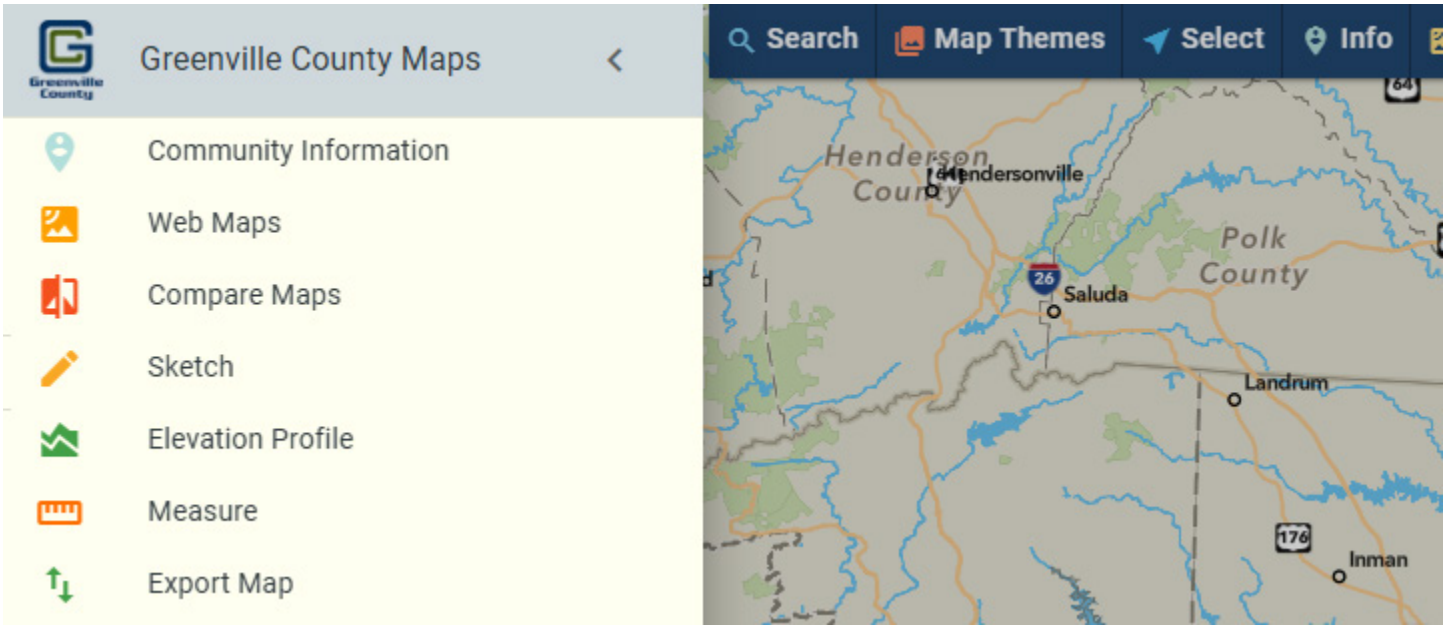
To save the printed map as a PDF, set the printer destination to "**Save as PDF**" using the Chrome or Edge browser.

GeoRef:

When exporting a JPEG or PNG, you can optionally download a **Georeferencing World File** by clicking the **GeoRef** button. If you download a georeferencing world file, you will need to define a projection for it in your application before use, and the world file must be named the same as the exported image file.

Tools

Get community information, view Google Maps/Street View images, Bing Maps/Streetside images, compare Maps using a swipe tool, draw graphics or text on the map, create an elevation profile for an area, measure on the map, and export map layers.



Community Information – Assembles information describing the "Community" surrounding a specified location on the map.

Web Maps – View Google Maps, Street View, or Google Earth images of a location.

Compare Maps – Compare basemap imagery using a swipe tool.

Sketch – Provides the option to draw graphics and enter text on the map.

Elevation Profile – Draw a line to generate an elevation profile for an area.

Measure – Provides the ability to measure Area, Length, and display Longitude and Latitude coordinates.

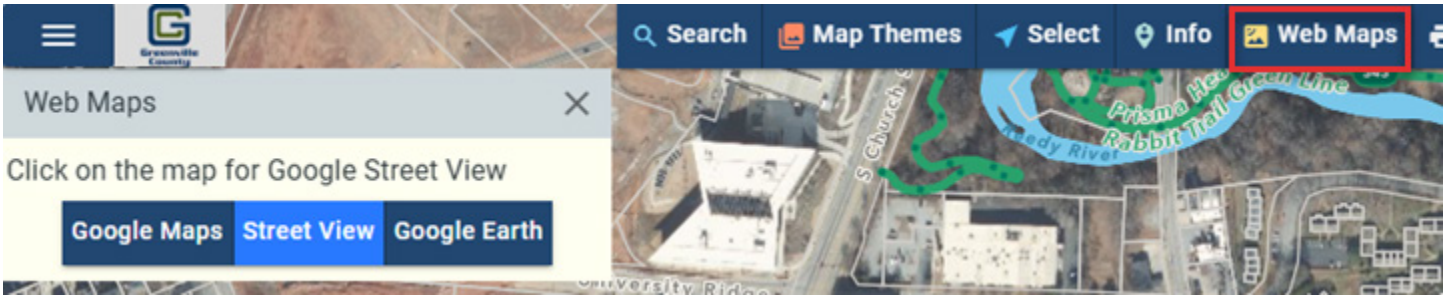
Export Map – Export and download visible data layers within the current map extent (view) as a compressed (.zip) file.

Community Information

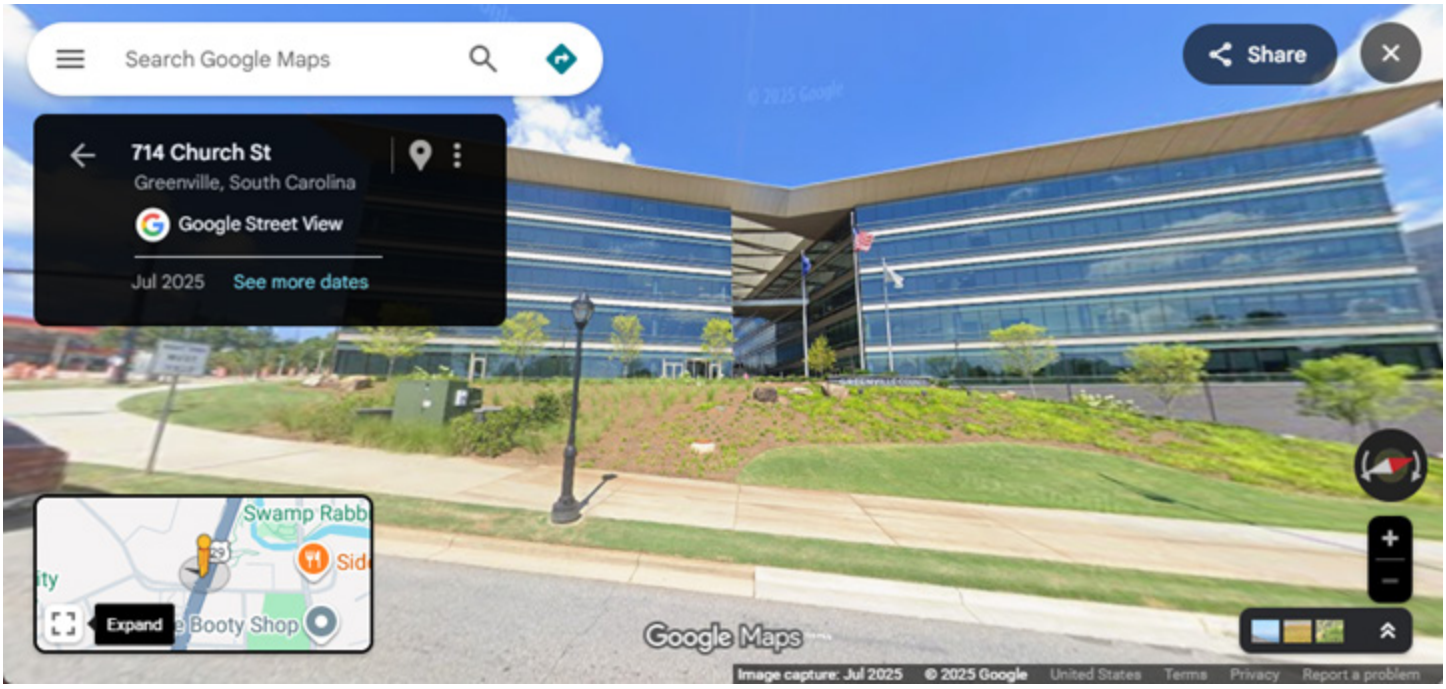
The Community Information tool assembles information describing the "Community" surrounding a specified location on the map. It is described in detail on page 25, under the Tax Parcel Search Example.

Web Maps

Located on the Quick Tools toolbar or in the main menu, Web Maps provide quick access to **Google Maps**, **Street View**, or **Google Earth**. Selecting Google Maps or Google Earth immediately opens the area of interest in that application.



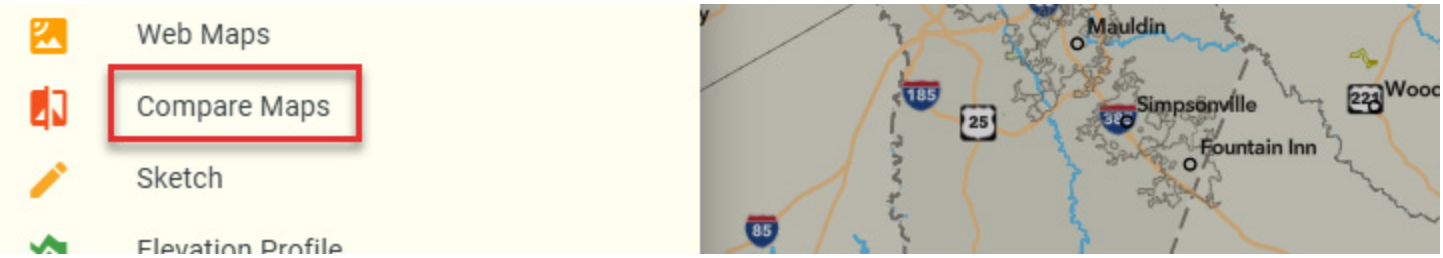
For **Street View**, browse to an area of interest and click on the map within 150 feet of a street where Street View images are desired.



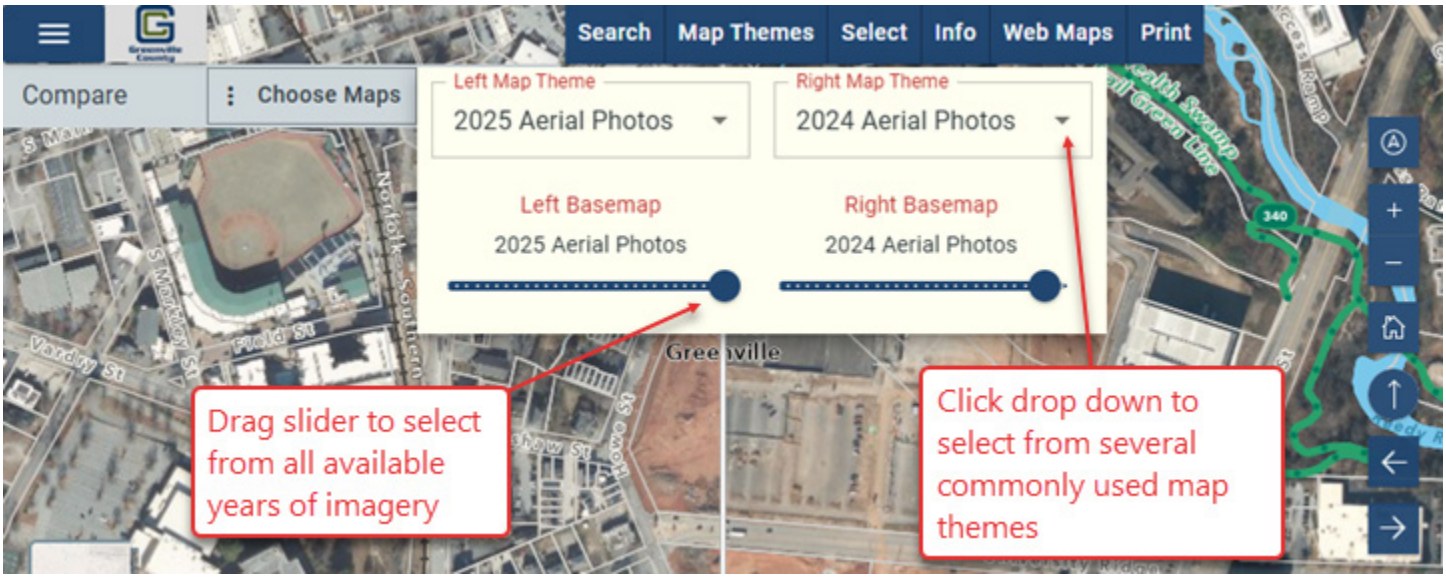
A new window tab will open showing Street View images and the location of the area in Google Maps.

Compare Maps

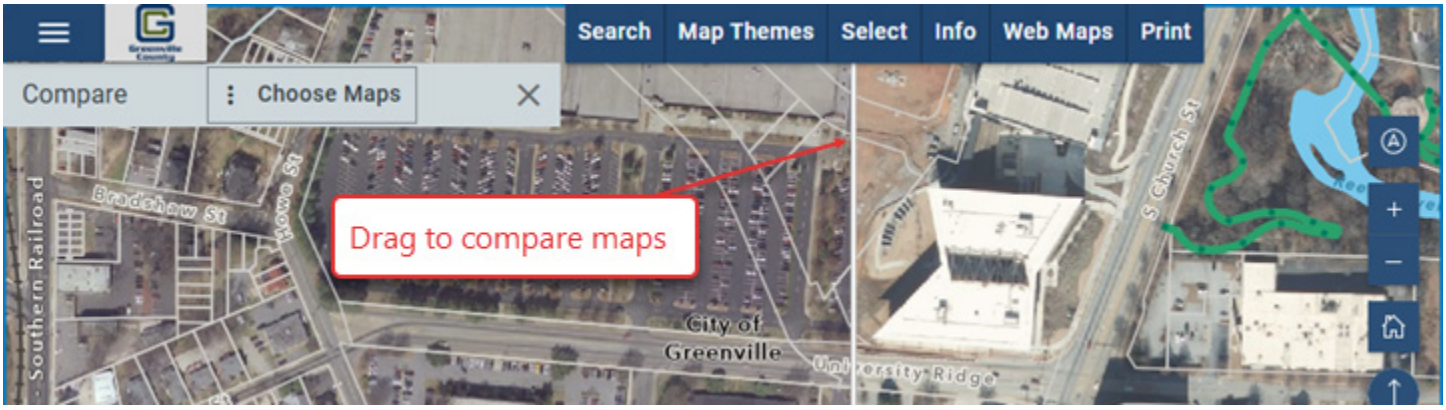
The Compare Maps tool is a quick way to compare basemaps. This can be useful for visualizing building changes or other changes over time.



Zoom to an area of interest and select Compare Maps from the main menu.

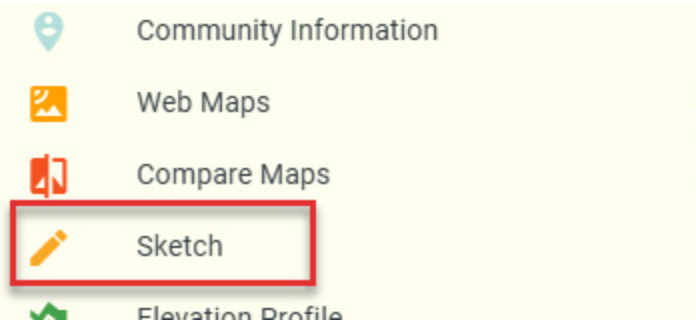


Drag the slider in the middle of the window to compare two basemaps or years of imagery.

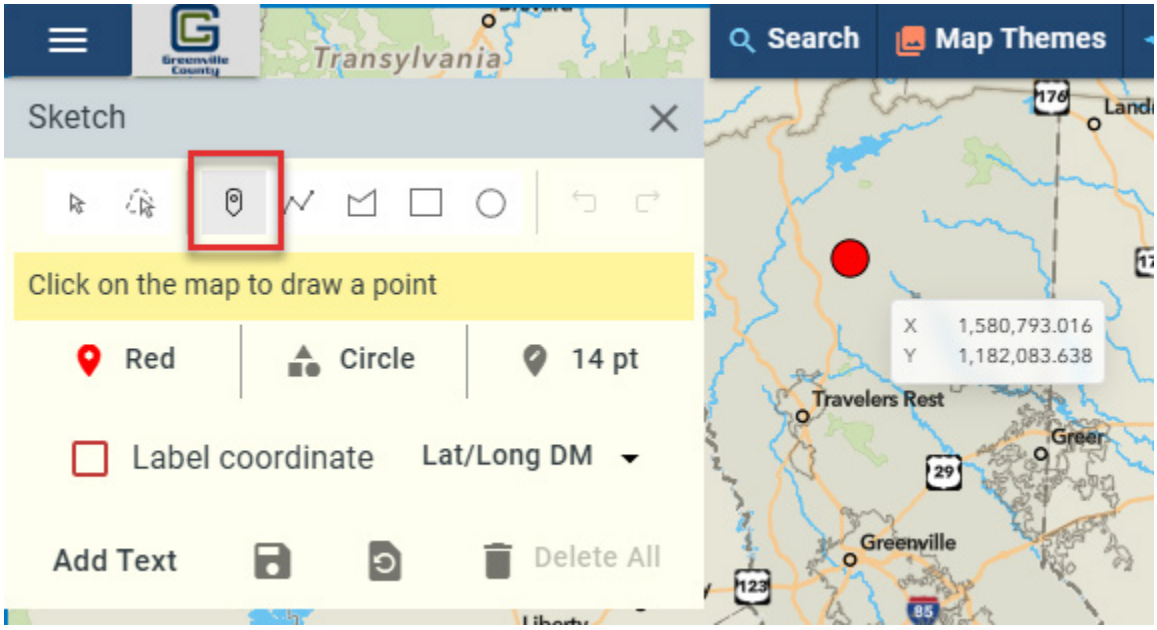


Sketch

The Sketch tool lets you draw on the map - add points, lines, shapes, and text - to mark places, outline areas, or call out routes. You can edit what you draw (move, resize, rotate, undo/redo), and the tool can snap to existing features so your marks line up cleanly. Style controls keep things readable (choose color, line width, fill, labels). When you are done, you can keep the markup on the map for reference, print it, or clear it to start fresh.

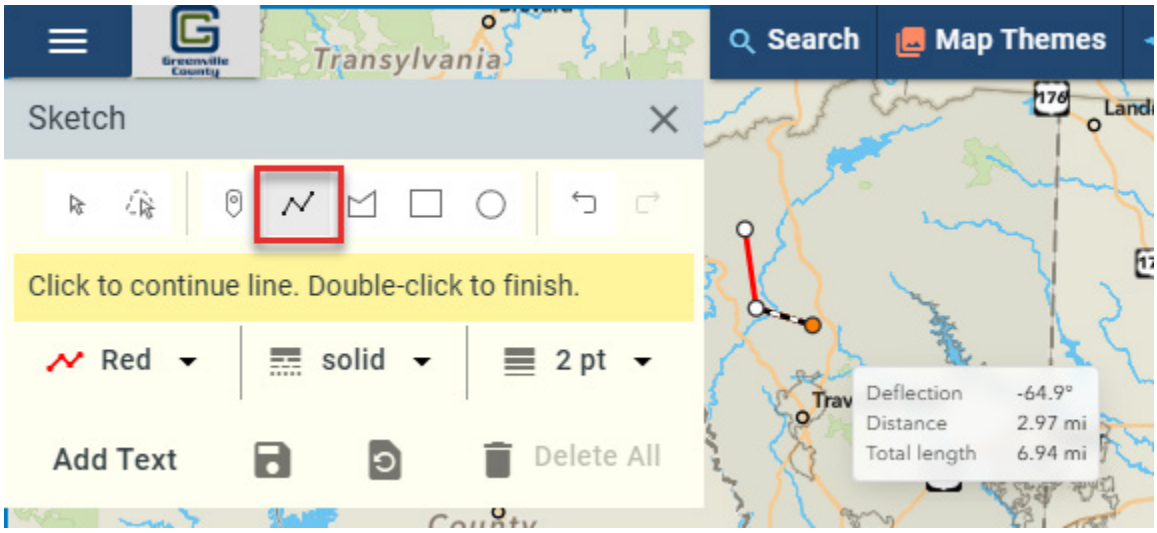


Draw a point



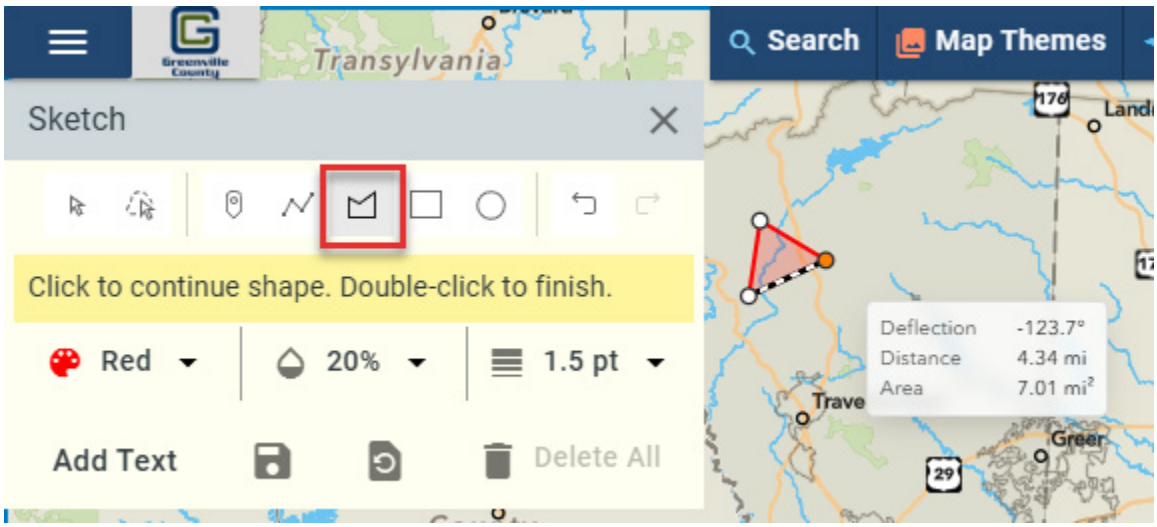
1. Click the **Red** dropdown to choose the point color.
2. Click the **Circle** dropdown to choose the point shape.
3. Click the **Size** dropdown to choose the point size.

Draw a polyline (line)



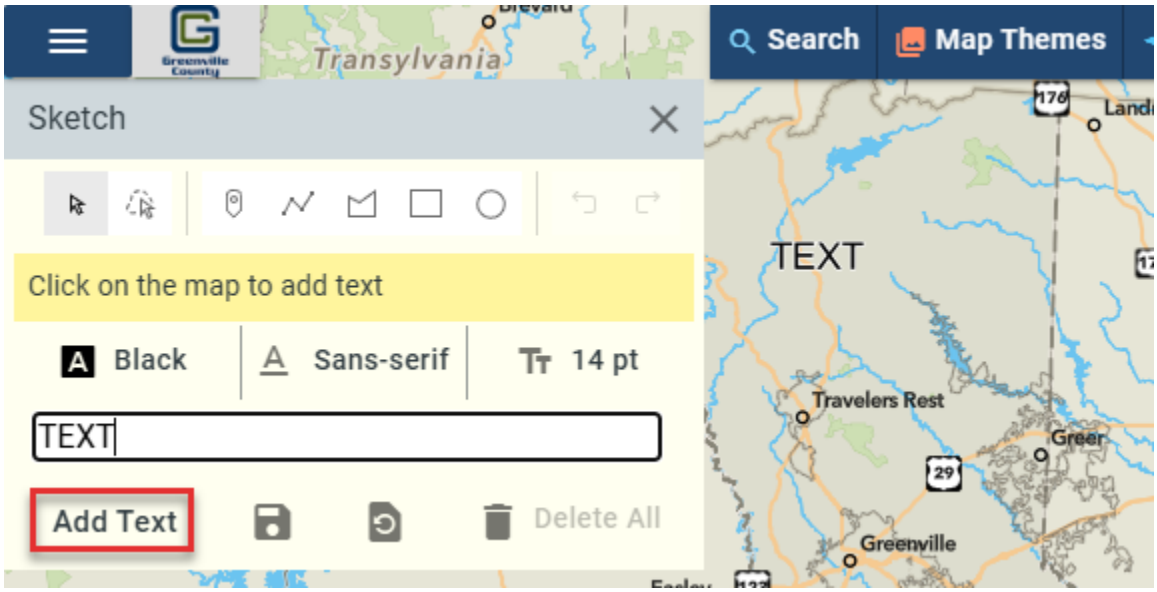
1. Click the **Red** dropdown to choose the line color.
2. Click the **Solid** dropdown to choose the line design.
3. Click the **Size** dropdown to choose the line width.

Draw a polygon (shape)



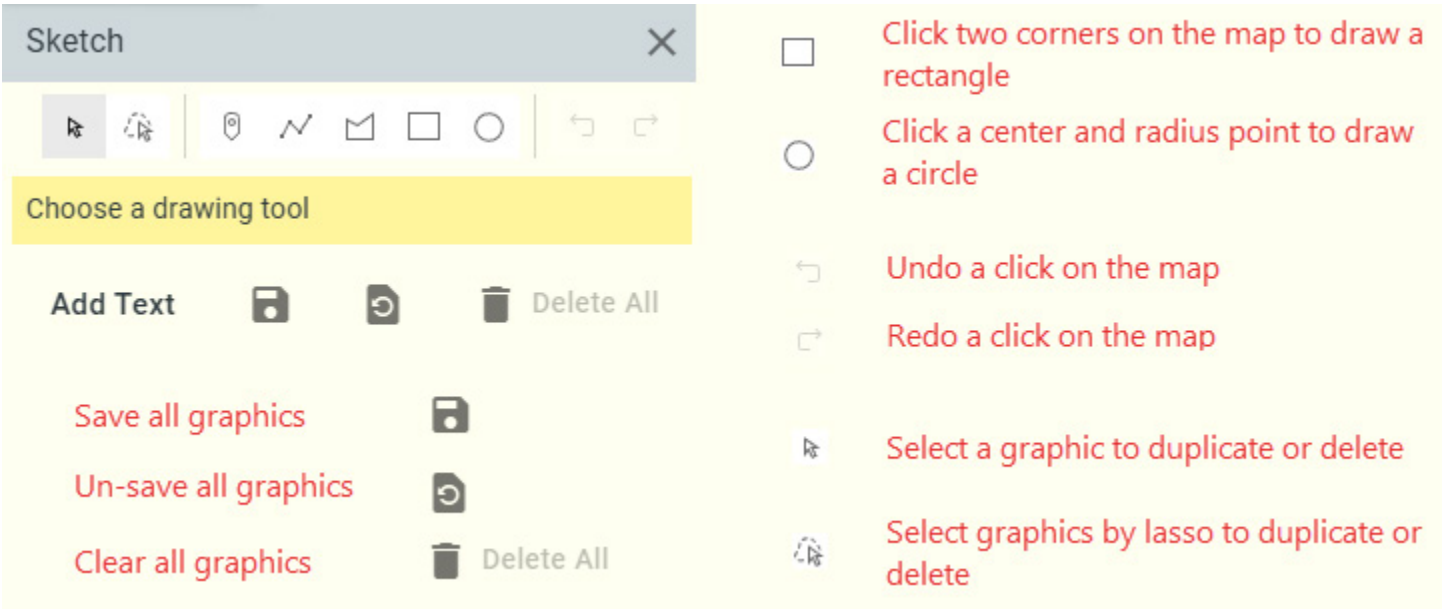
1. Click the **Red** dropdown to choose the shape color.
2. Click the **20%** dropdown to choose the shape opacity.
3. Click the **Size** dropdown to choose the shape line width.

Add text to map



1. Click **Add Text**.
2. Click the **Black** dropdown to choose the text color.
3. Click the **Sans-serif** dropdown to choose the text font.
4. Click the **14pt** dropdown to choose the font size.
5. Type text in the text box, then click the map where you want the text placed.

Other sketch tools:

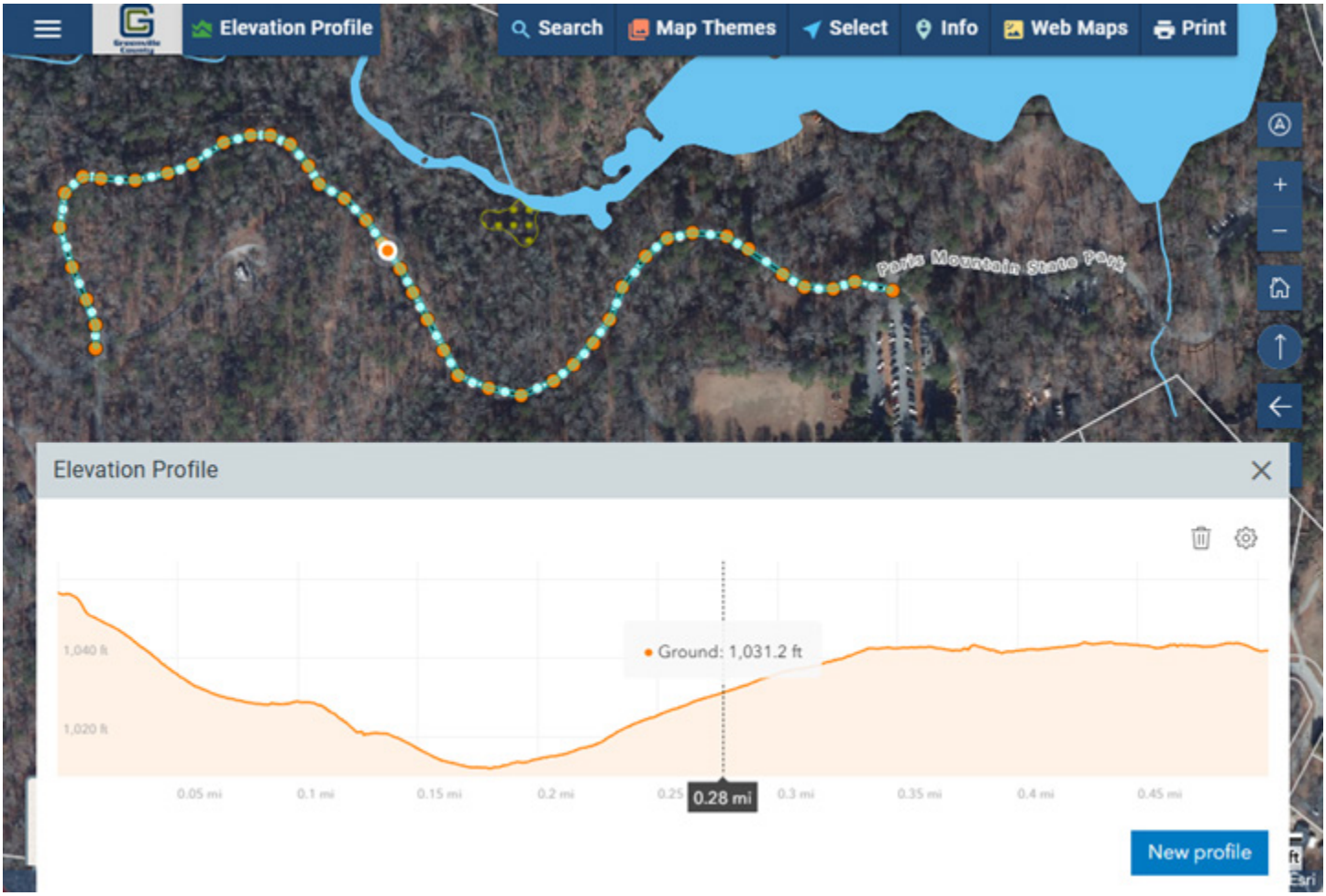


Tip: Snapping to existing features, right-angle, and parallel constraints is on by default. To override this, hold the **Ctrl** key on your keyboard before clicking on the map.

Elevation Profile

The Elevation Profile tool lets you draw a line on the map and see the rise and fall of the land along that path. It creates a simple chart that shows height changes, like hills and valleys, so that you can understand the terrain. This is useful for planning walks or bike rides, or for checking the steepness of an area without visiting it in person.

Click the New profile button, then click in the map to place points along the area of interest. Double-click for the last point.



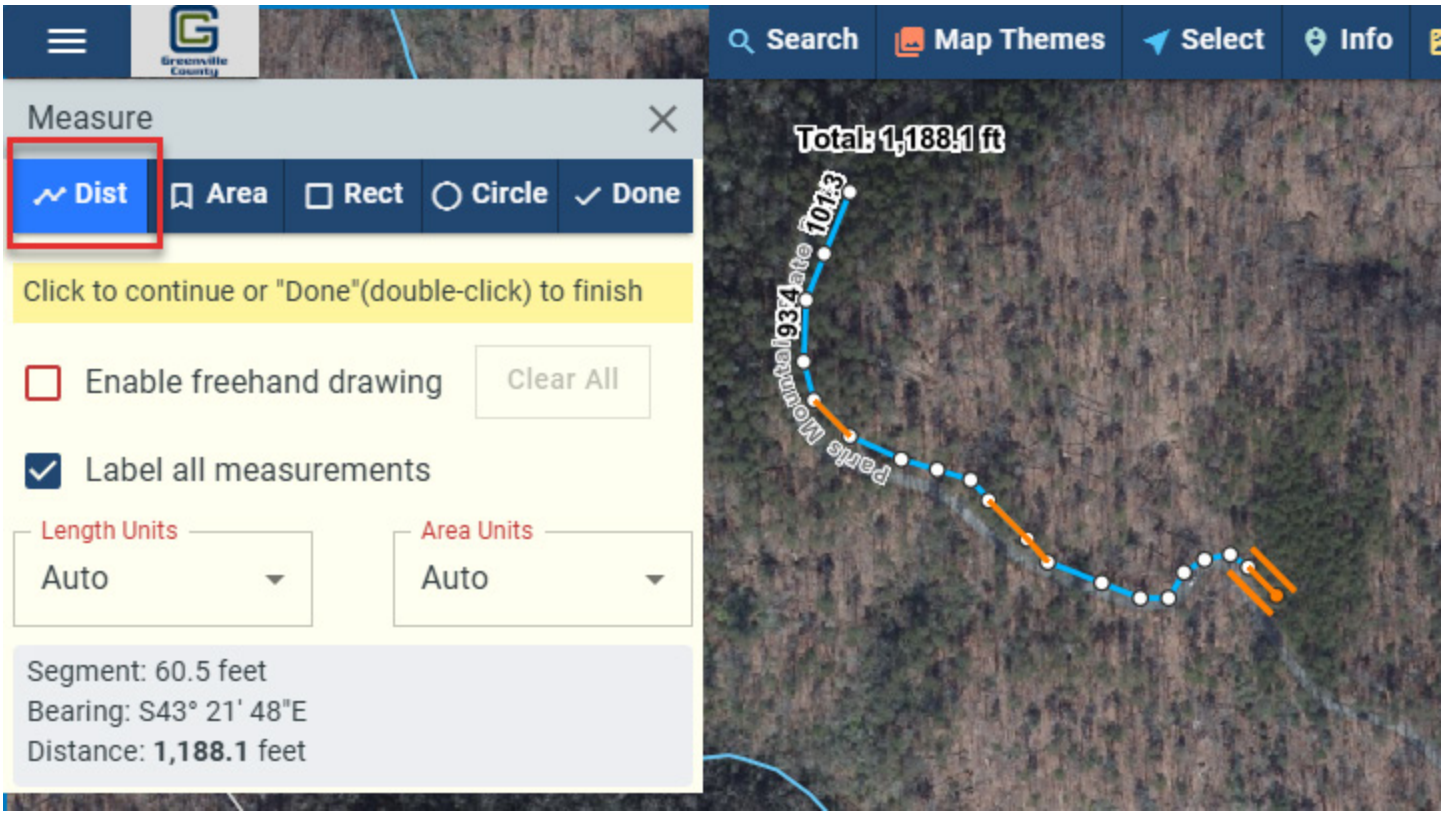
Clicking the gear icon lets you change the units of measurement. Clicking the clear profile icon deletes the generated profile.

Measure

The Measure tool allows users to quickly measure distances or areas on the map. You can click to measure a straight line, trace a path, or outline an area, and the tool will display the results in units like feet, miles, or acres. It is a simple way to check how far apart places are, how large a property is, or to get line bearings and distances.

Measuring a Distance

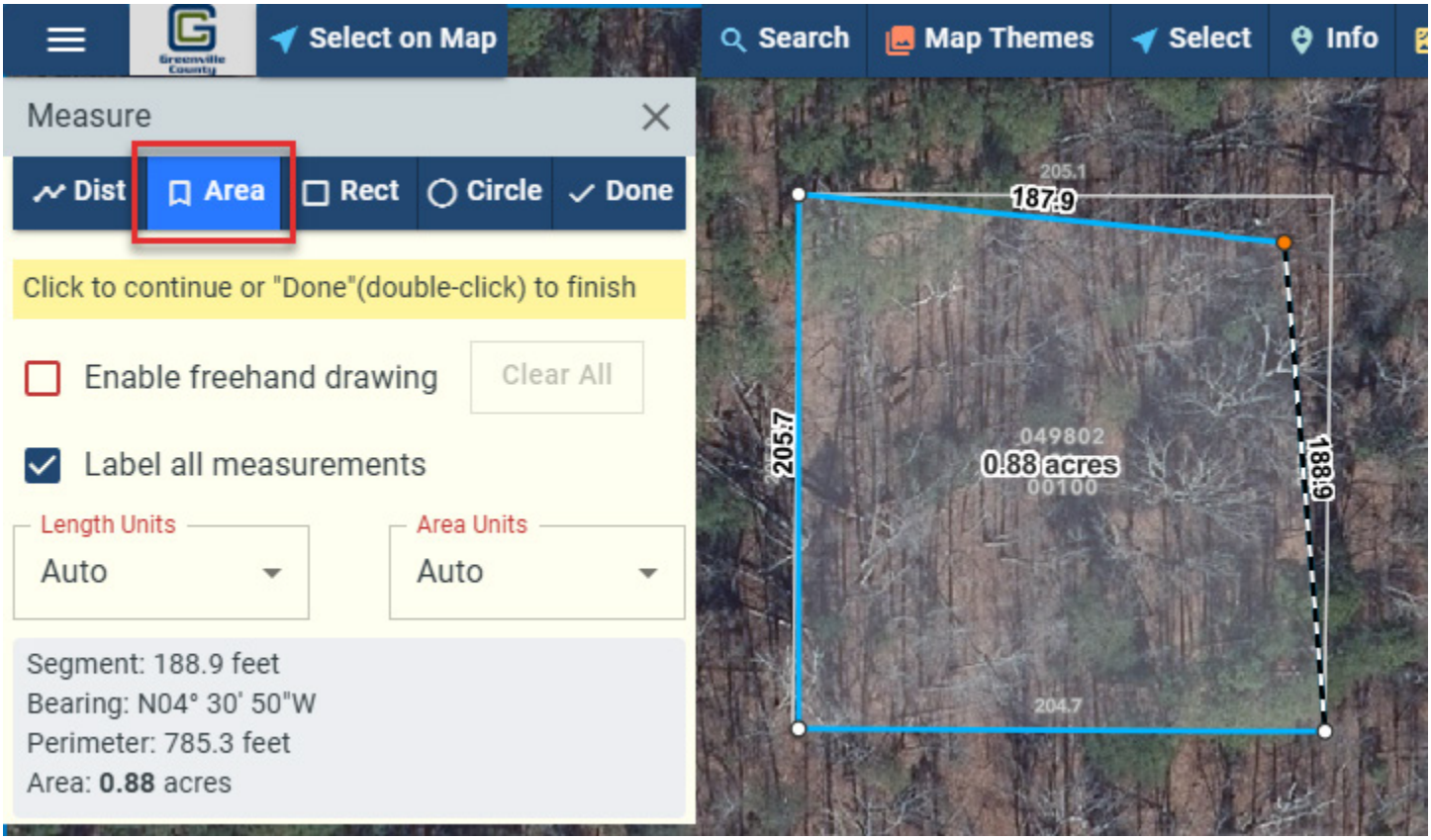
Click the Distance icon, then click the map once to start the measurement. Double-click to finish the measurement. The default unit is feet. To switch from feet, click the Length Units drop-down and select the desired unit of measure.



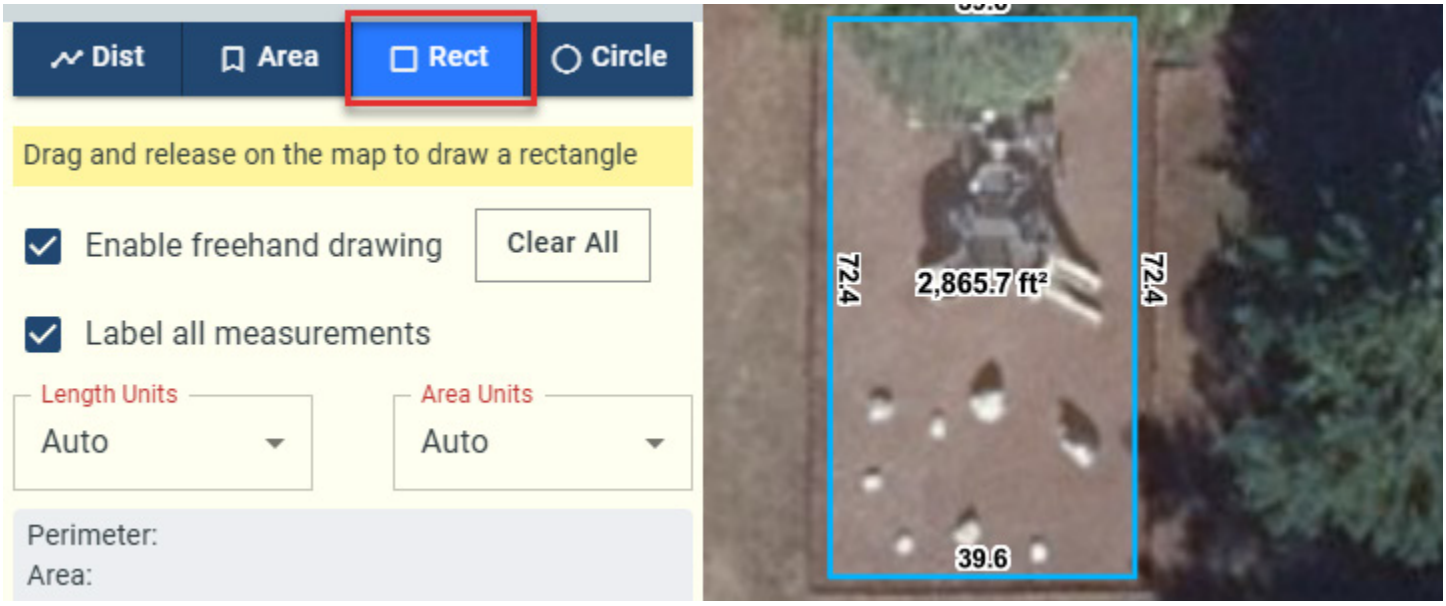
An option to label all measurements is on by default. Uncheck the box to measure without labels.

Measuring an Area

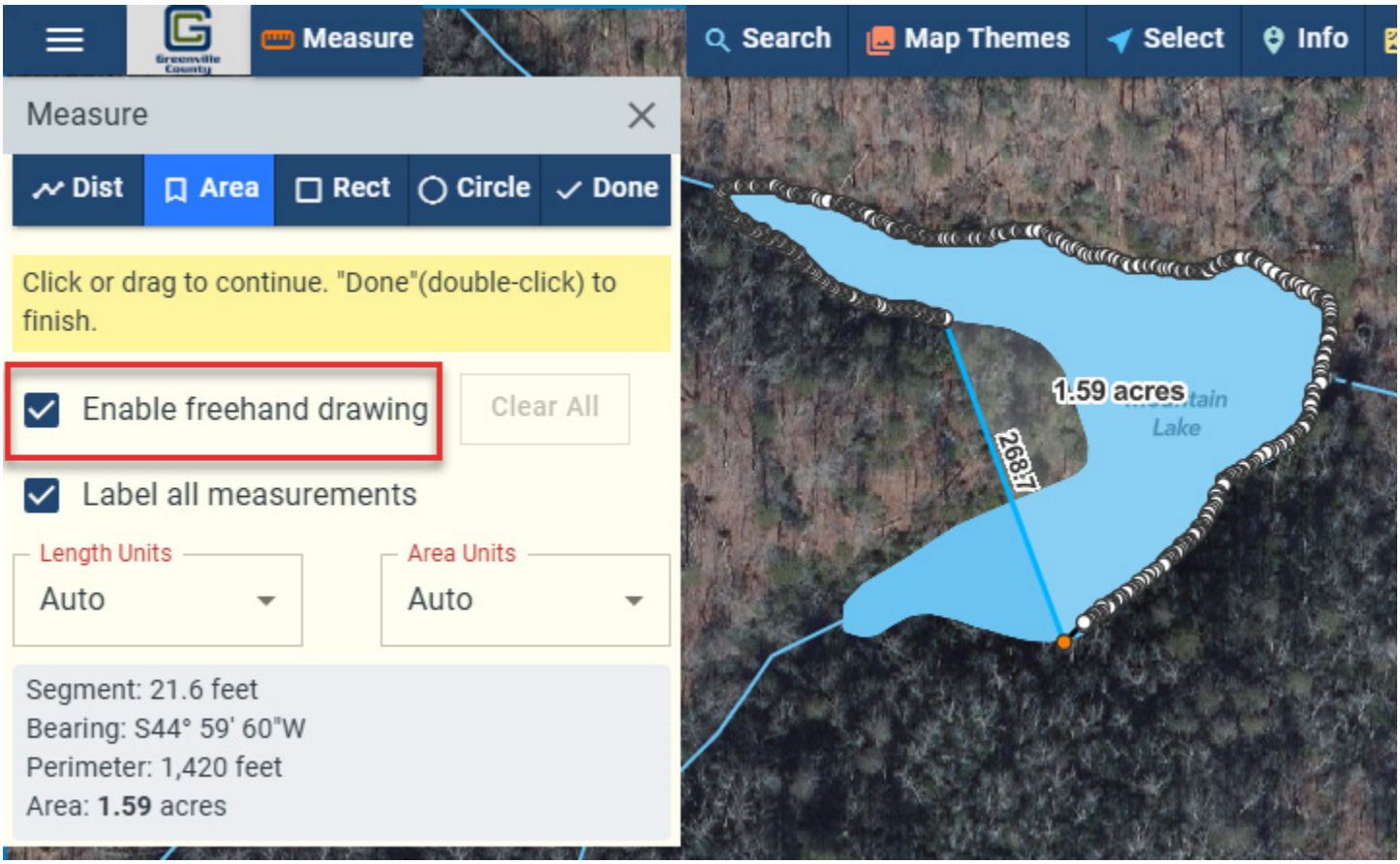
Click the Area icon, then click the map once to start the measurement. Double-click to finish the measurement. The default unit is acres. To switch from acres, click the Area Units drop-down and select the desired unit of measure.



The Rectangle and Circle tool measures a regular-shaped area.



Clicking the **Enable freehand drawing** box lets you measure an irregularly shaped area or a distance. Click, hold, and drag on the map to measure, and double-click to finish.



Tips: Snapping to existing features, right-angle, and parallel constraints is on by default. To override this, hold the **Ctrl** key on your keyboard before clicking on the map.

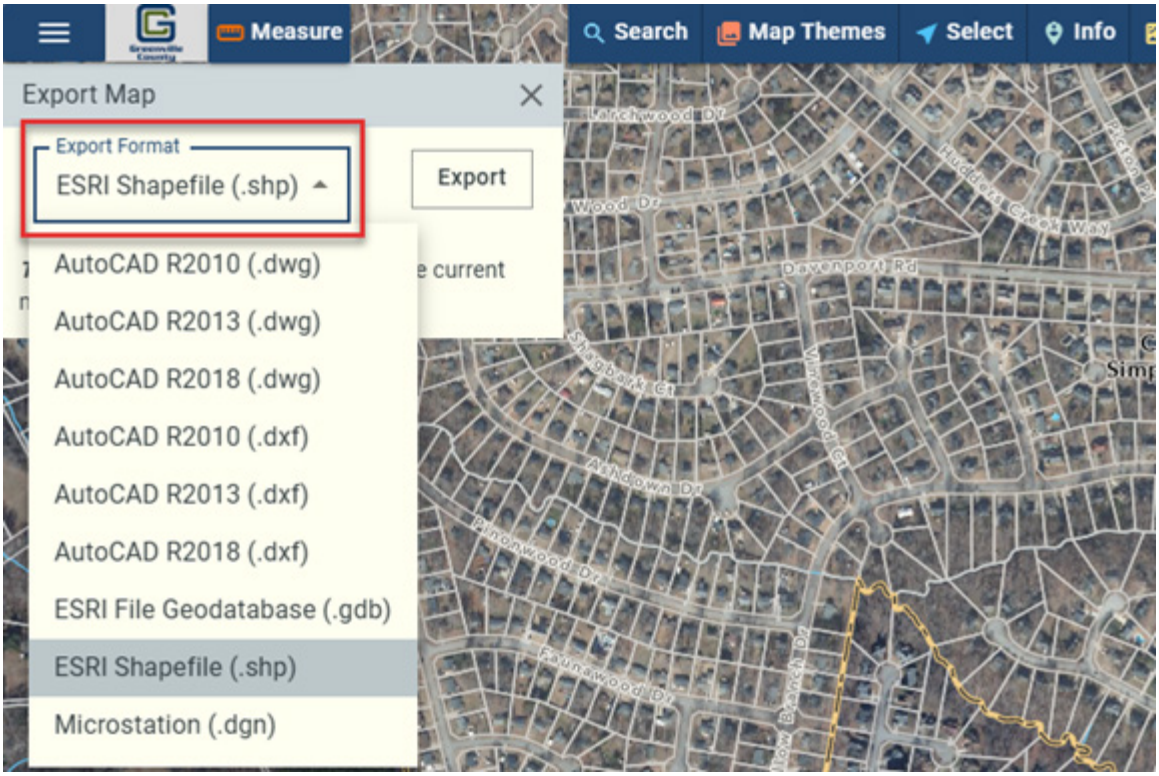
Double-clicking a finished measurement opens the option to edit it by dragging anchor points.

Export Map

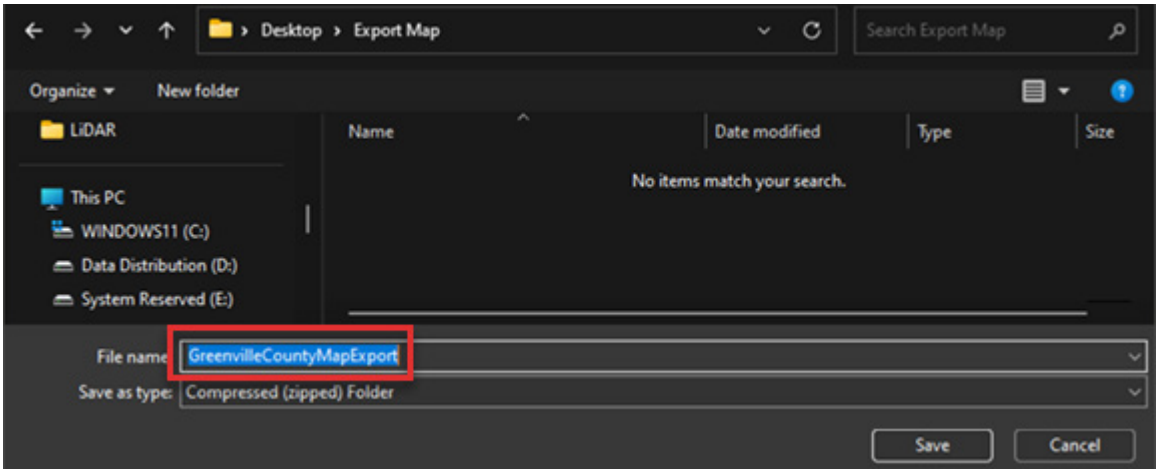
The Export Map tool allows you to export and download most visible data layers within the current map extent (view) as a compressed (.zip) file. To view a list of available layers for export, along with their metadata, click here.

The **maximum** number of features (records) that can be exported is **5000** per data layer.

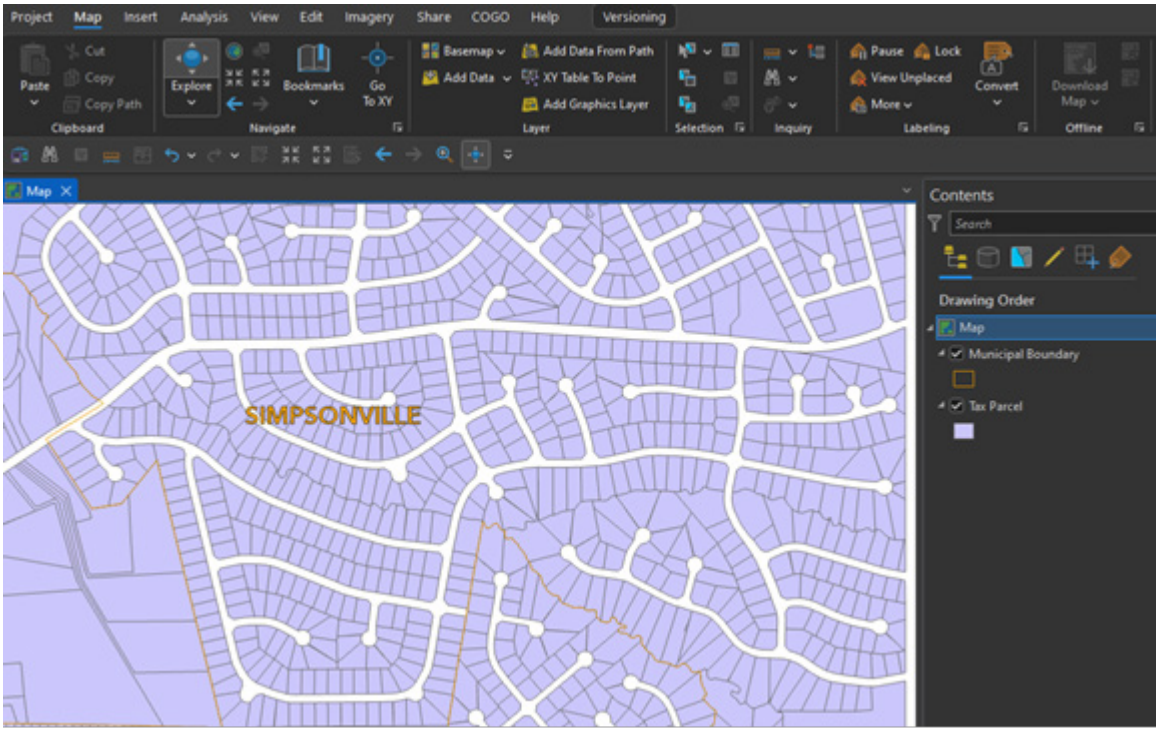
1. Zoom-in to a sufficiently large scale such that the number of features in visible data layers within the map view is less than 5000, then click the button labeled **ESRI Shapefile (.shp)** to choose the appropriate file format.



2. Click the Export button, then wait for the export process to finish. Choose where to save the zip file and, optionally, name it something recognizable. Then extract the zip file to a known location.

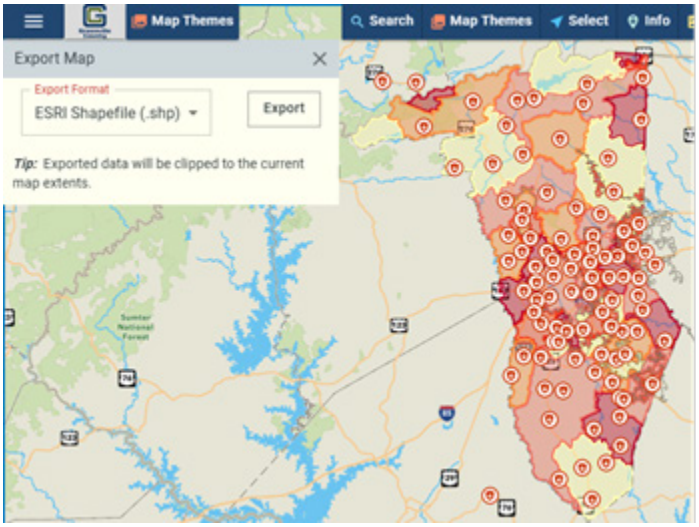


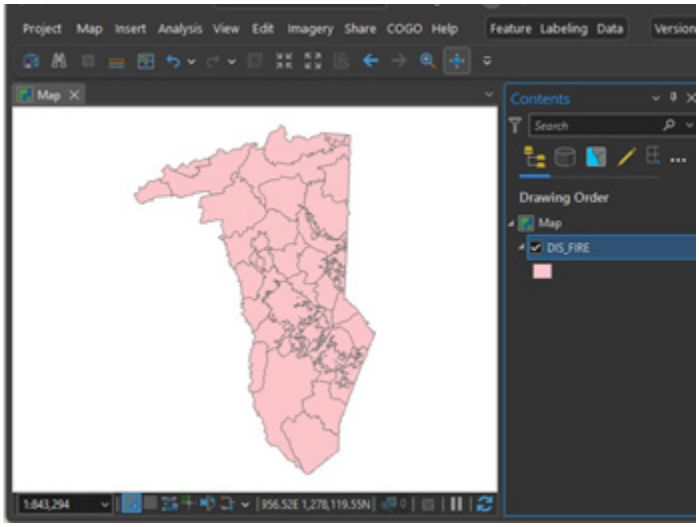
3. View files with the appropriate software.



Small scale export example

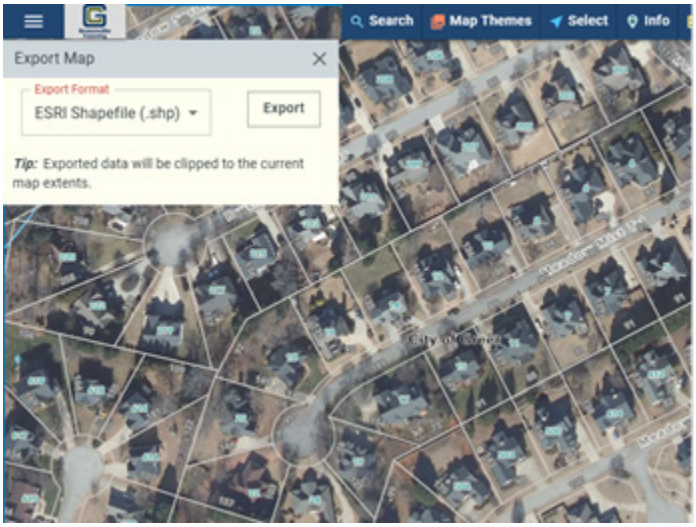
Countywide Fire Districts with resulting shapefile viewed in ESRI's ArcGIS Pro.

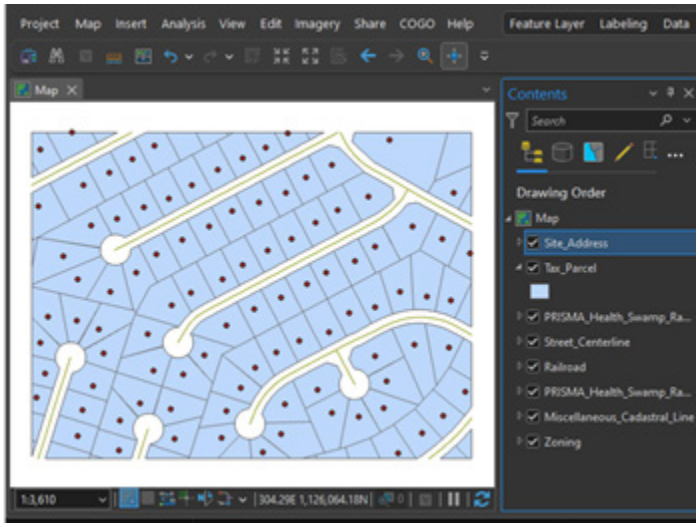




Large scale export example

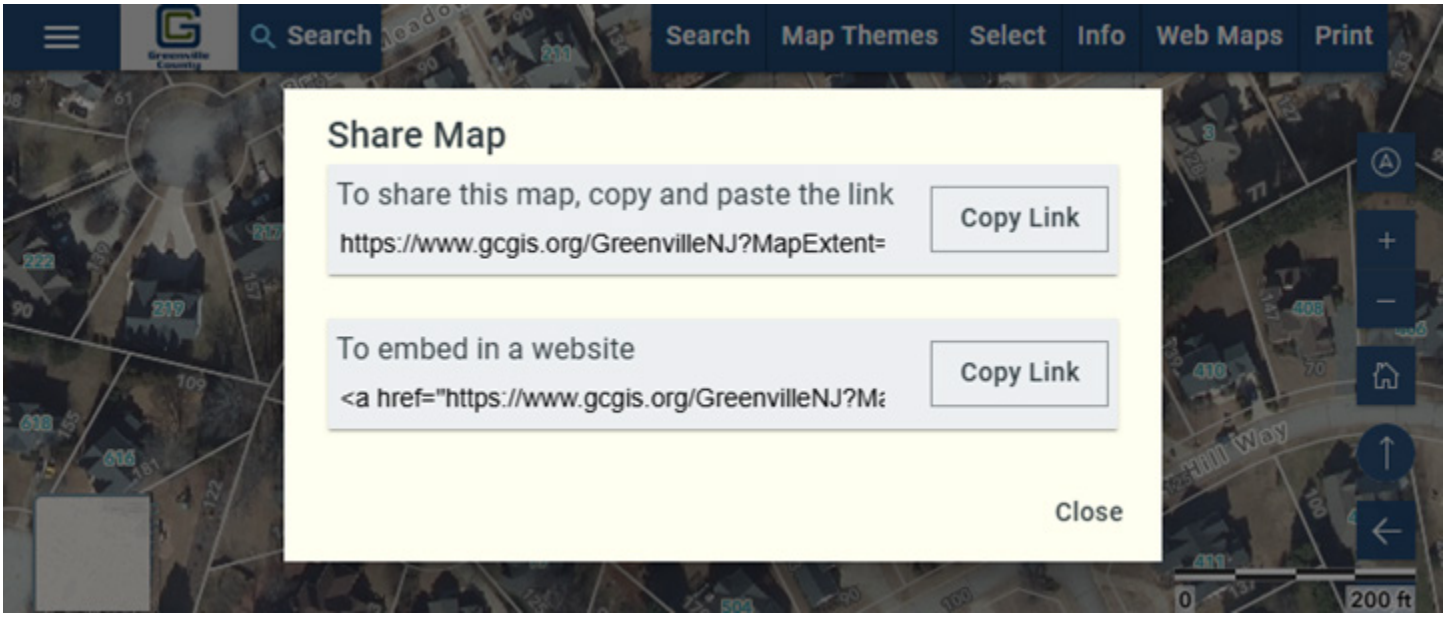
Tax Parcels and other data layers with fewer than 5000 features visible in the map. Tax Parcel shapefile viewed in ESRI's ArcGIS Pro.



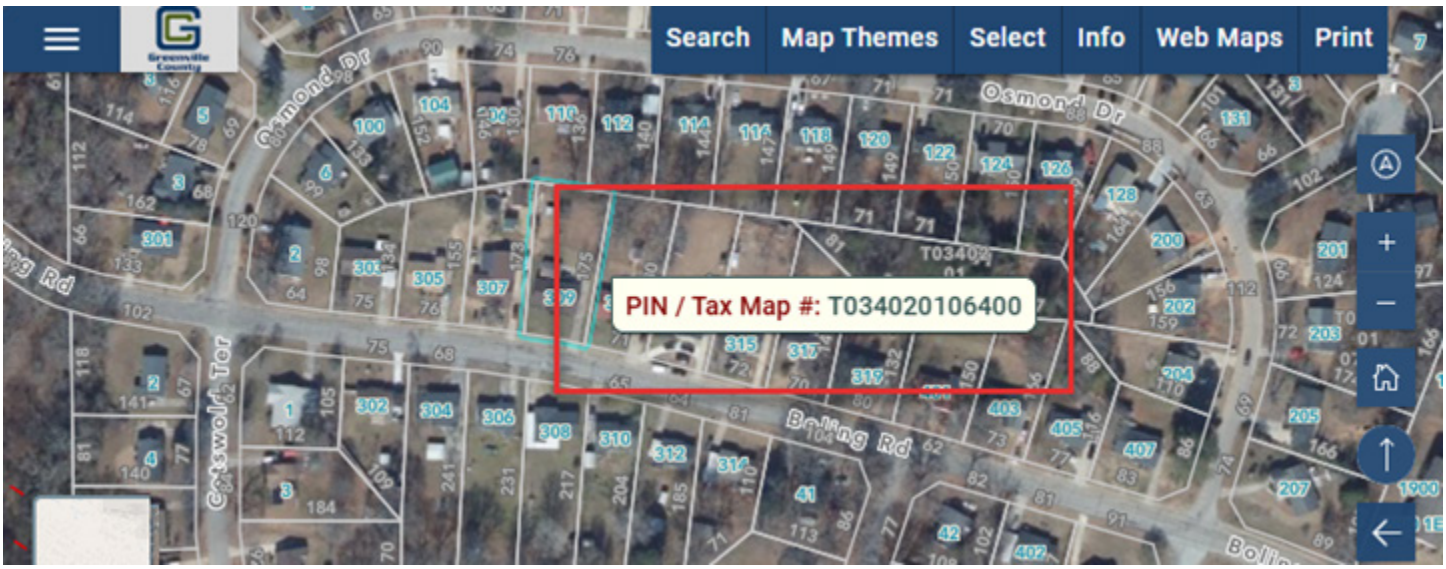


Additional Tools

Share Map – Creates a link to the mapping application (based on the current map extent) that can be shared via email or embedded in a website.

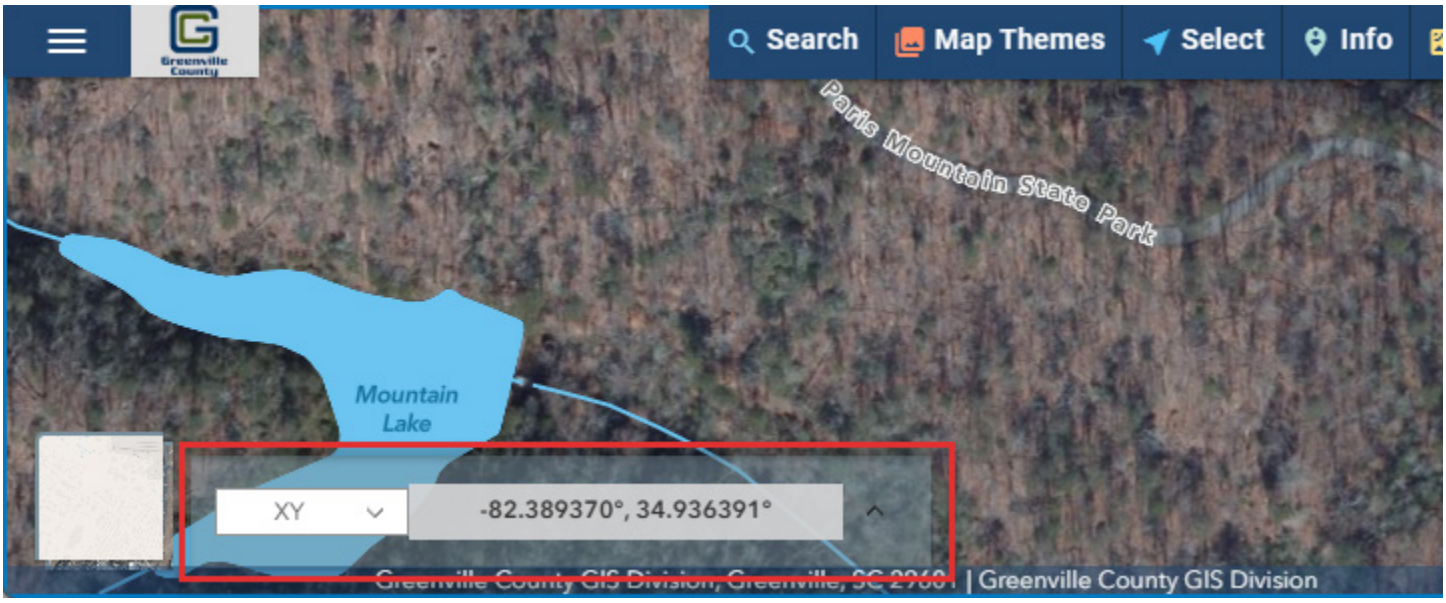


Hide hover map tips – toggle on or off the pop-ups that appear when you hover over a map feature.



Show Coordinate Display – toggle on or off the Coordinate Display at the bottom of the map extent.

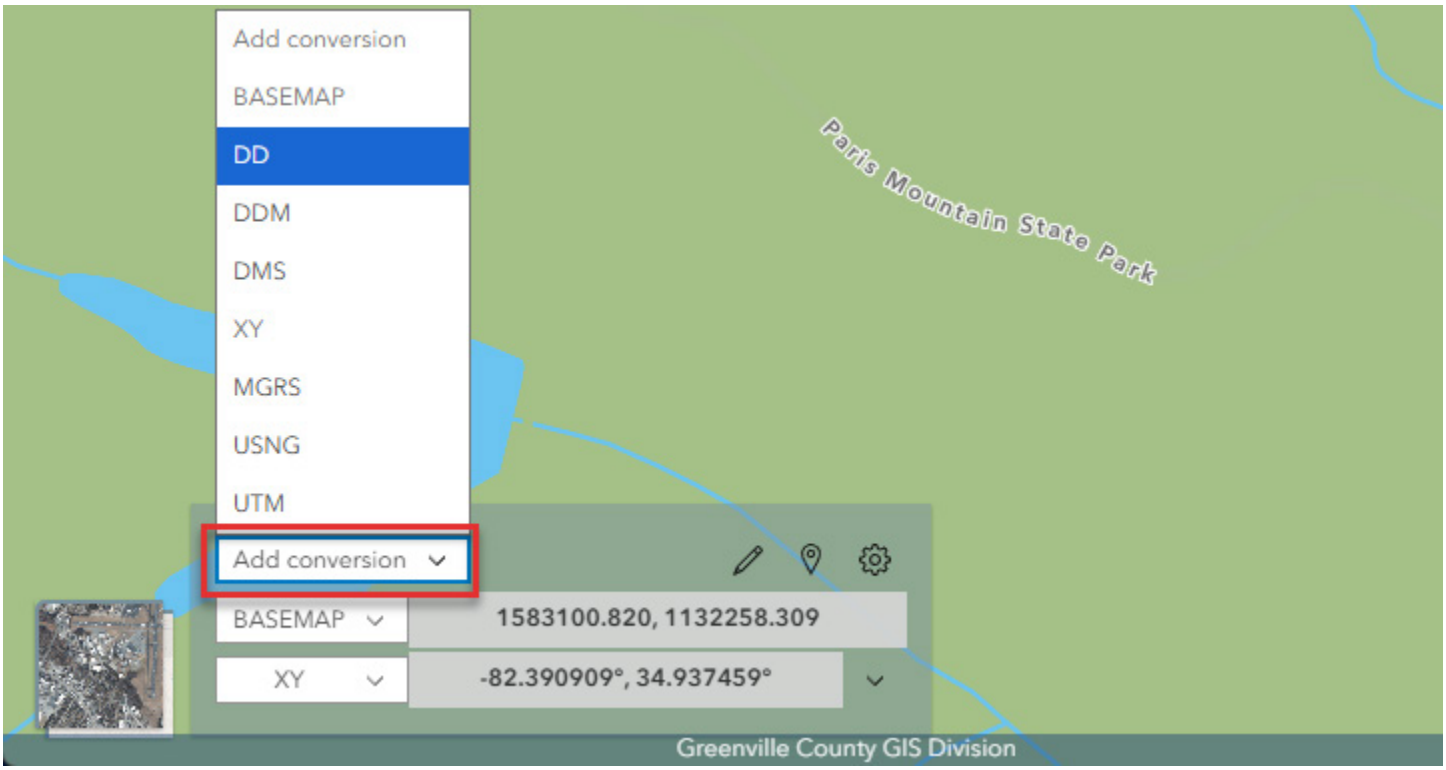
The Coordinate Display shows the user's cursor position as either map coordinates or one of several popular coordinate notations. Additionally, the tool provides a way to convert user-input coordinates into a point.



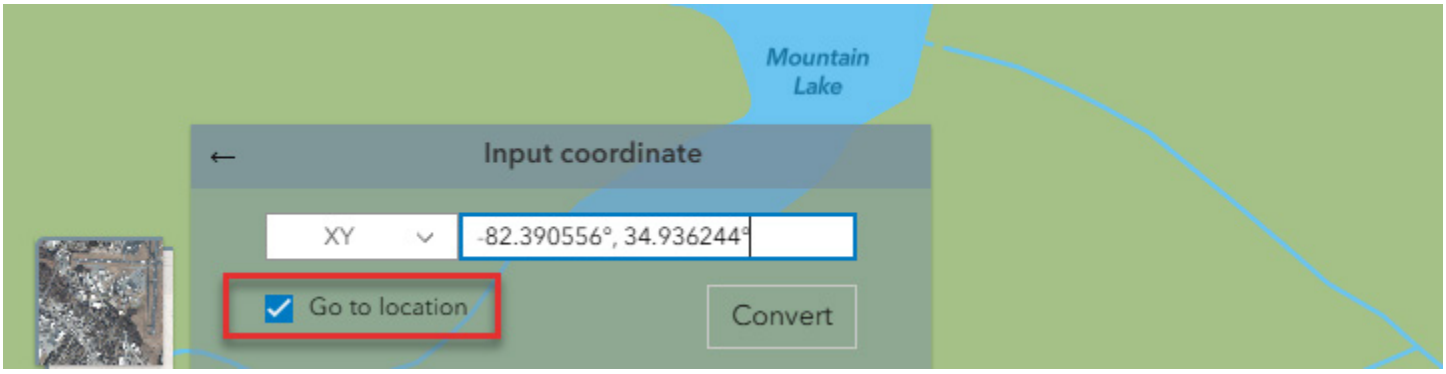
Several standard formats are included by default:

XY - Longitude, Latitude (WGS84)
MGRS - Military Grid Reference System
USNG – United States National Grid
UTM - Universal Transverse Mercator
DD - Decimal Degrees
DDM - Degrees Decimal Minutes
DMS - Degrees Minutes Seconds
Basemap - X, Y in the coordinate system used by the current basemap (State Plane)

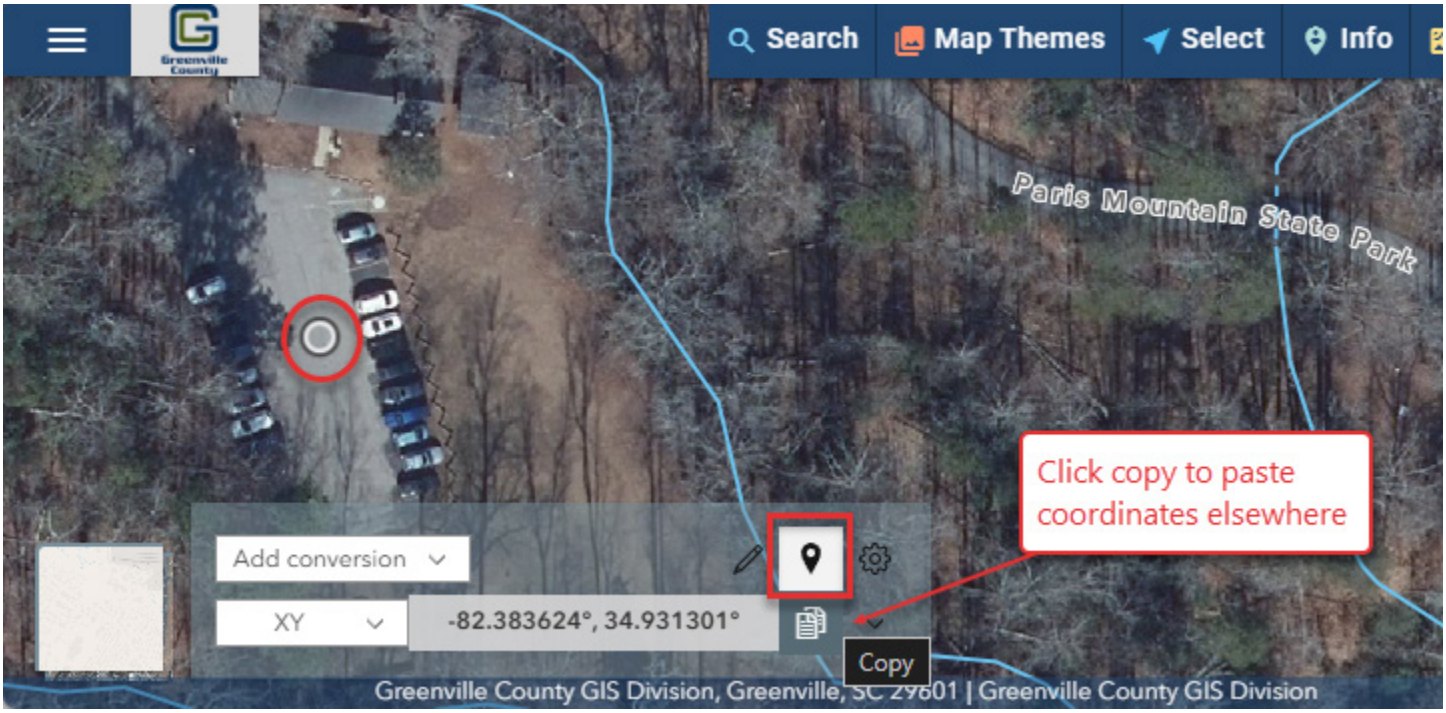
To convert coordinates into another format, click the up arrow on the left of the box, then click the **Add conversion** box to choose the desired format, and the cursor location will display in each format.



To enter your own known coordinates, and find a location, click the pencil icon and enter your coordinates in the text box. Then check the Go to location box and click the **Convert** button.



To display the coordinates of a point, click the pin icon, then click on the map in the desired location.



Help – Opens the webpage version of this help guide in a new tab in the browser.

Contact Us – Displays the Contact Information Page of the Greenville County GIS website.

Mobile Device Navigation

Pan

Touch and drag on the device screen to pan the map.

Zoom-In

Touch and pinch apart on the device screen to zoom-in on the map.

Alternately, use the zoom-in button in the navigation tools.

Zoom-Out

Touch and pinch together on the device screen
to zoom-out on the map.

Alternately, use the zoom-out button in the navigation tools.

Full Extent

Use the Full Extent button to return to the full extent of the map.

Desktop features <u>not</u> available on mobile devices

- Scale Bar
- Export Layers functionality