

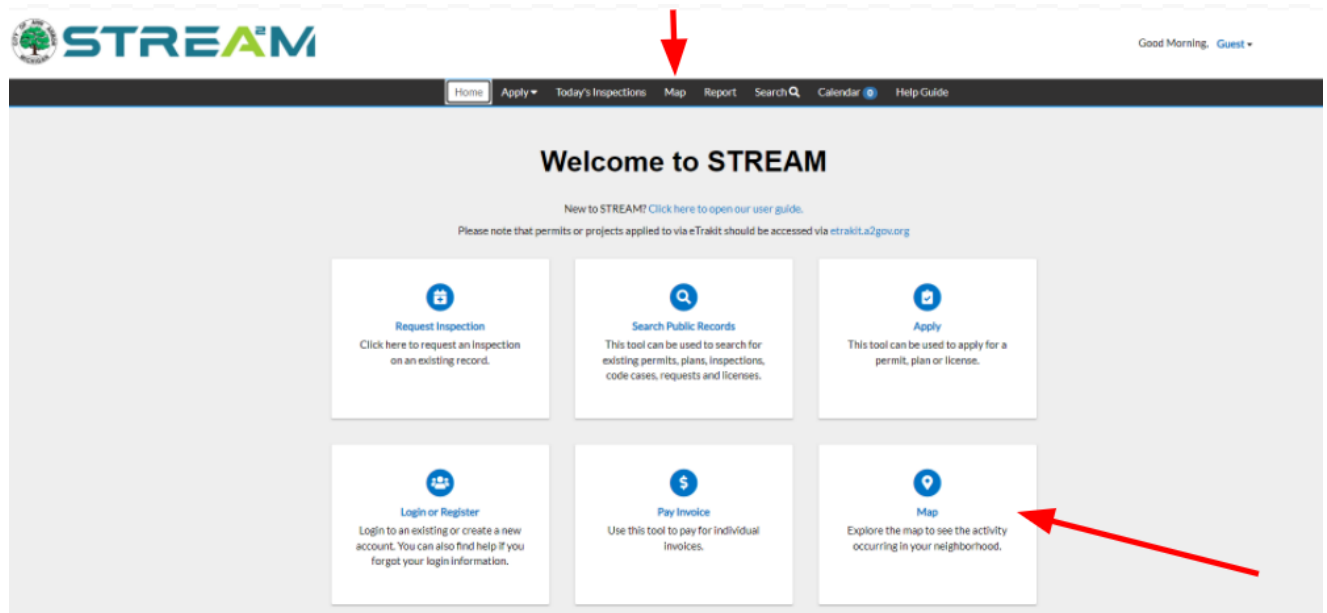
# Navigating the STREAM Map

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## Finding the Map in STREAM

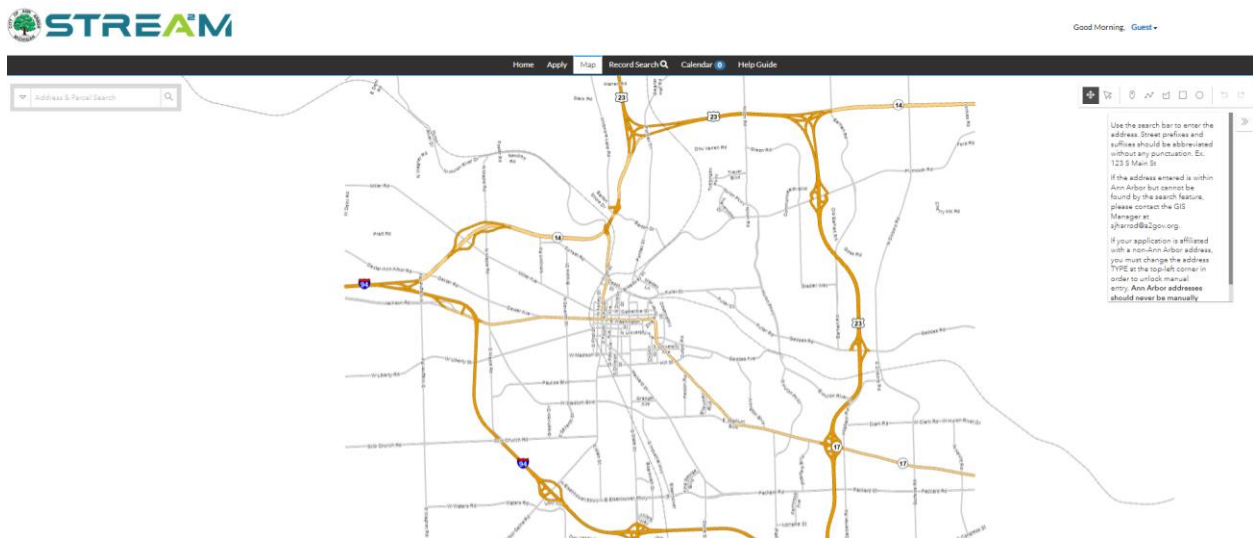
1. Access the STREAM website by going to [stream.a2gov.org](http://stream.a2gov.org). It is best to log in before you begin work.
2. You can either click on the Map tile from the home screen, or use the menu bar at the top of the screen to select “Map”



# Using Map Search to find Public Records

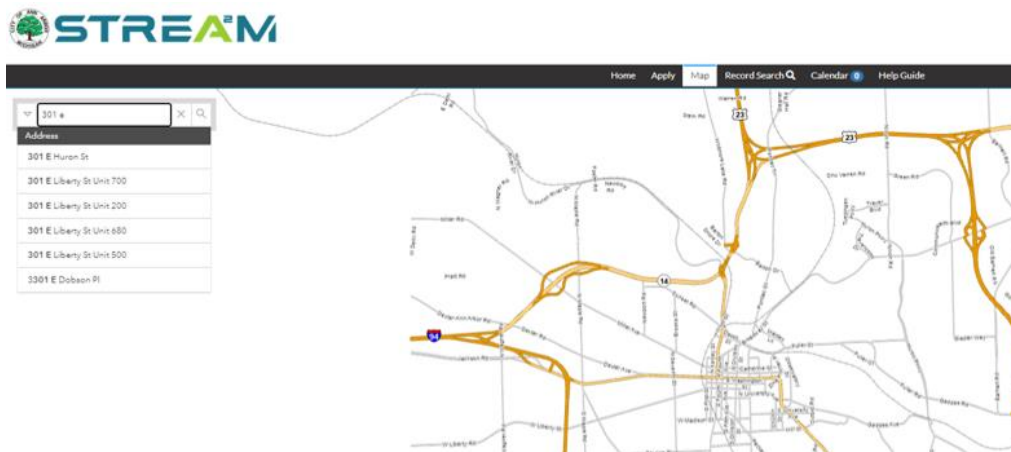
Whether or not you are a contact on a case or logged into the system, you can use the Map screen to search for records affiliated with an address or parcel (However, if you are a case contact wanting to locate and manage a case of your own, please the Monitor and Manage Your Work for more streamlined methods for you to find your own work.)

1. Access the STREAM website by going to [stream.a2gov.org](http://stream.a2gov.org)
2. Proceed to the **Map** tab

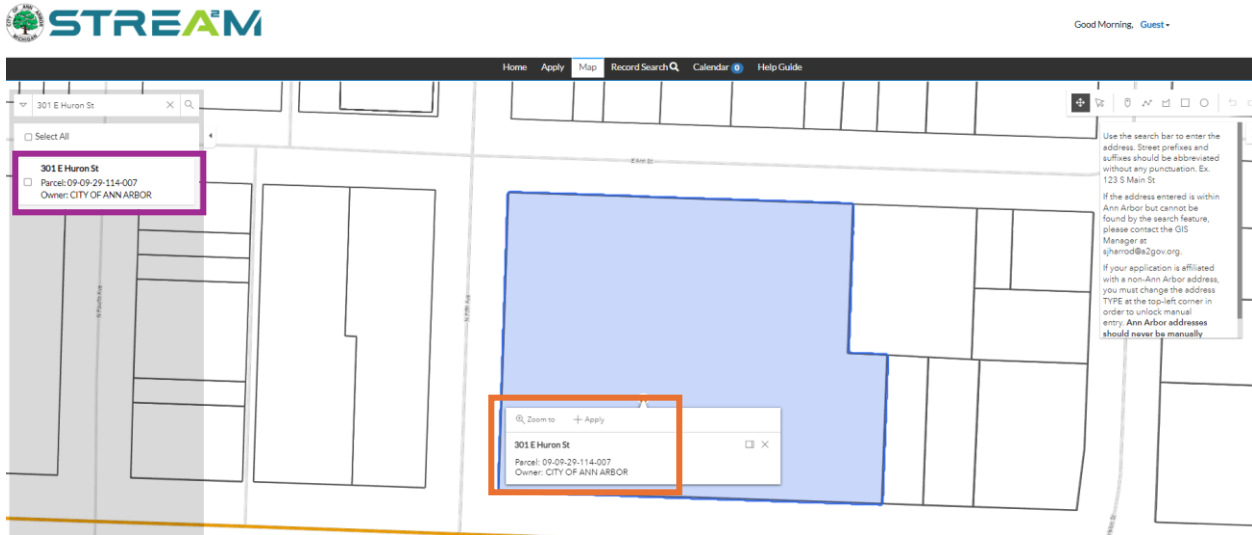


## Searching by specific address or parcel

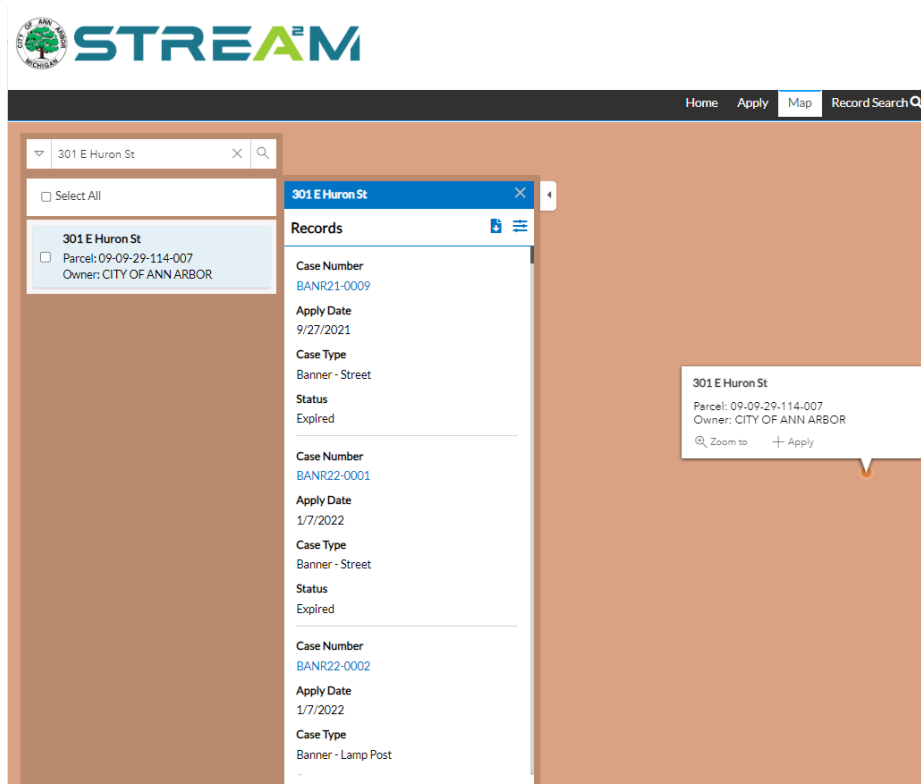
1. In the address and parcel search bar at the top, begin typing the address or parcel number you are interested in.
2. The system will automatically provide autofill suggestions. Use your mouse or keyboard arrows to select the one you want from this list.





3. Once the search is entered, the map will zoom in on that address/parcel and information will populate in two places:
  - a. **A bubble pop-up** on the map itself over the parcel where you can click on 'Apply' to begin an application for this location.
  - b. **A list on the left side bar** of the resulting parcel, which you can select to see more information about that location.

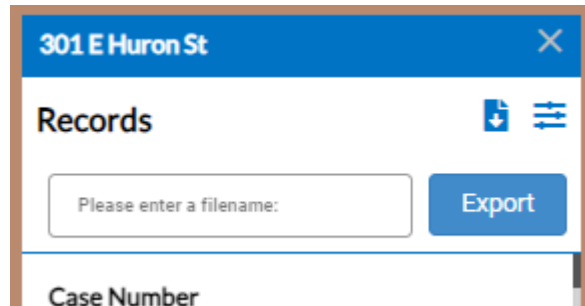


4. Clicking on the parcel in the left sidebar menu will expand a Records window that displays all records associated with that parcel.

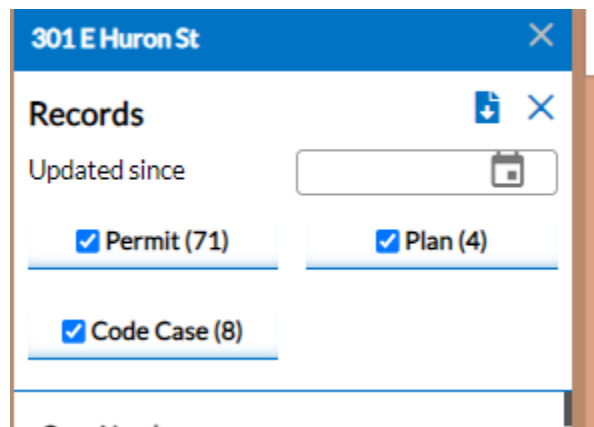


5. From here, you can click on the  **Export Records** icon to download these records to your computer, or the  **Filter** icon to filter the results.

- a. “Export Records” will prompt you to provide a file name before exporting.

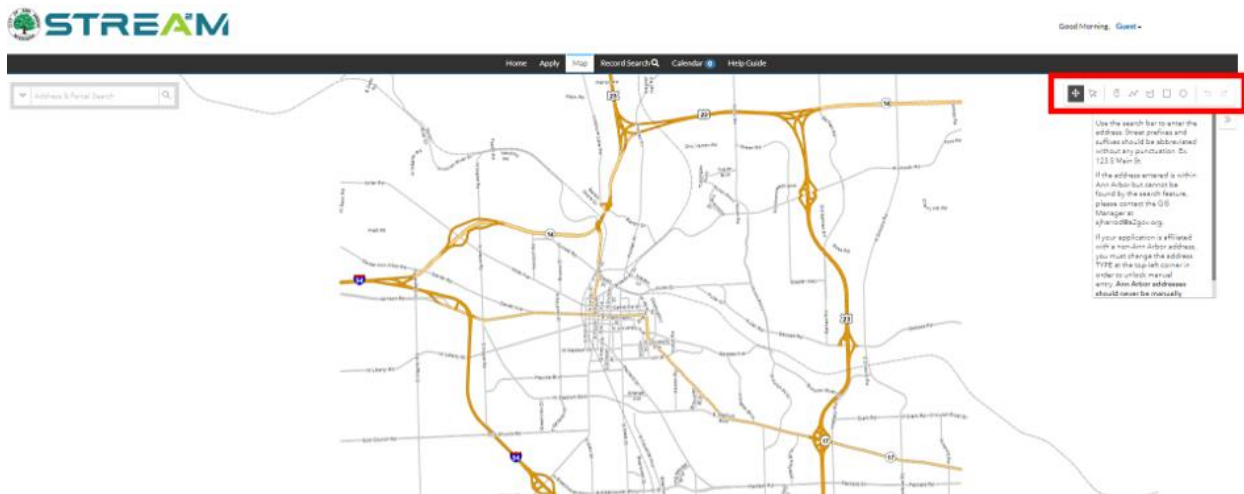


- b. “Filter” will open up the options to filter by Updated Since date, or by case module type.

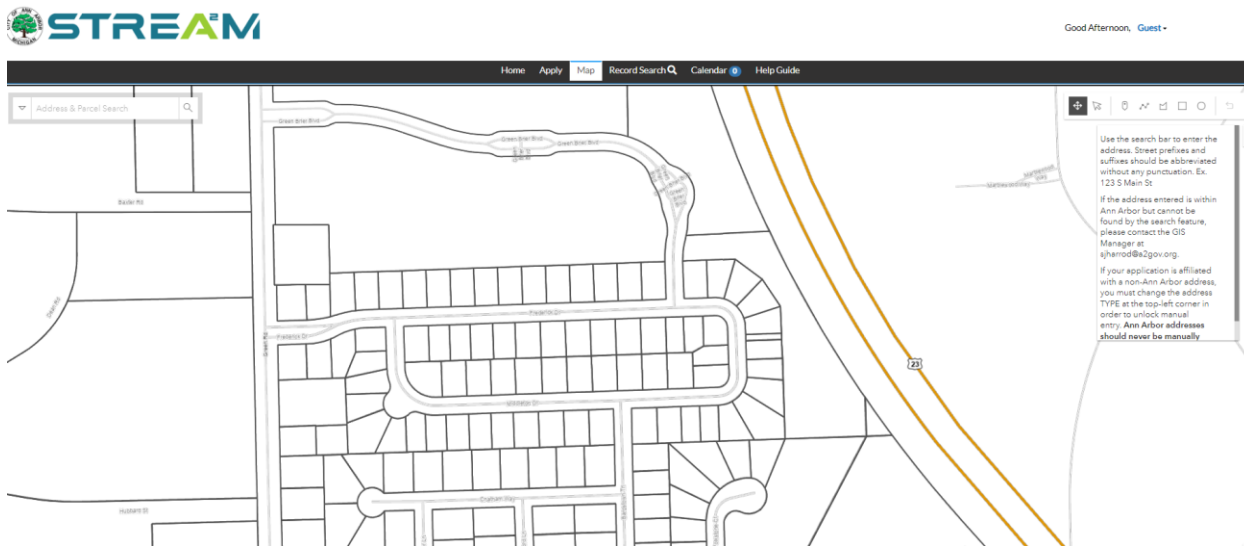


## Searching by map selection or drawing

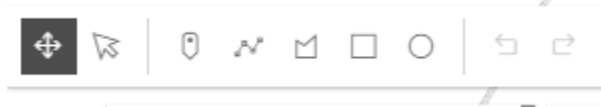
1. From the map, you can use the toolbar at the top right corner of the map to make a selection on the map of one or more addresses to find all related records for those parcels.



2. Start by zooming in and navigating to the area of the map where your selection is. You want to be zoomed in far enough so you can easily see the full area you want to select but far enough out so the entire area can fit in your screen.



3. On the toolbar, select the point, line, polygon, square, or circle drawing tool, whichever you prefer.



### Searching by a Point on the Map



The Point tool is best if you want to select a single property. Simply click on the tool to select it, then click once on the property. From here you can proceed to steps 3-5 in the “Searching by specific address or parcel” section, above.

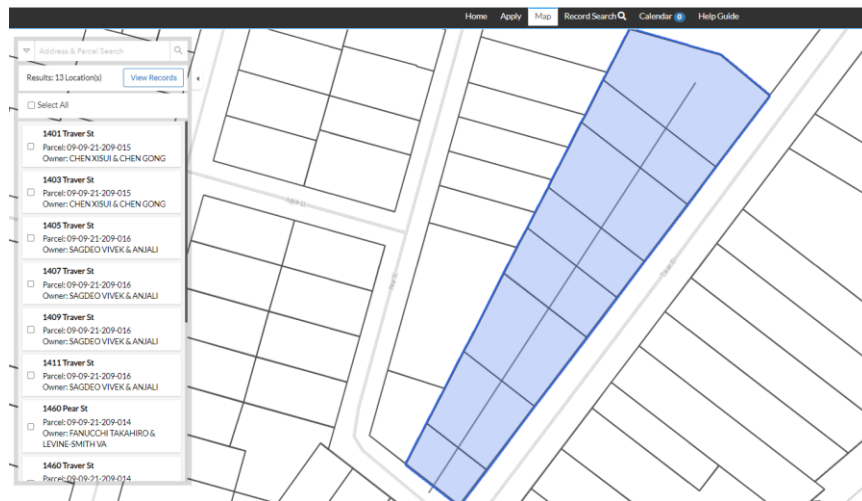
### Searching by a Line on the Map



The Line tool is best if you want to select a range of properties in a row. Simply click on the tool to select it, then click once on the start of your line, once for any angles/turns you need in your line, and double-click to end your line.

Once your line is drawn, all parcels intersecting with your line will highlight and the left side bar will populate with a list of all parcels. From here you can use the checkboxes to select any of these parcels you want to initiate an application with, or you can click on the “View Records” button to view all related records for all of these parcels at once.

Note that instructions for the View Records screen can be found in steps 4-5 of the “Searching by specific address or parcel” section, above.




## Searching by a Shape Drawing on the Map



The Shape tools are best if you want to select a range of properties in a shape, such as all properties surrounding a specific intersection or block.

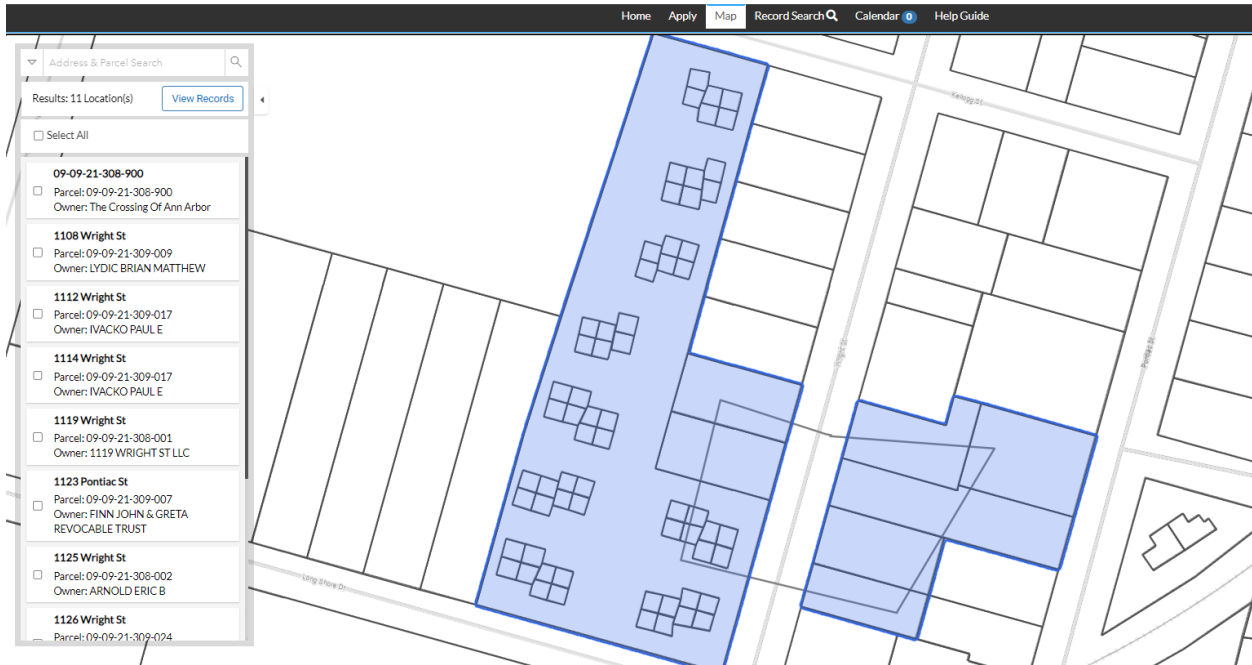
For the polygon tool, click on the tool to select it, then click once for each corner of your polygon and double-click to close the shape at the end.

For the square and circle tools, click on the tool to select it, then click once on the map to create the

shape. Next, click on the  Transform tool to select your shape and drag it to the shape and size you desire.

Once your shape is drawn, all parcels intersecting with your shape will highlight and the left side bar will populate with a list of all parcels. From here you can use the checkboxes to select any of these parcels you want to initiate an application with, or you can click on the “View Records” button to view all related records for all of these parcels at once.

Note that instructions for the View Records screen can be found in steps 4-5 of the “Searching by specific address or parcel” section, above.

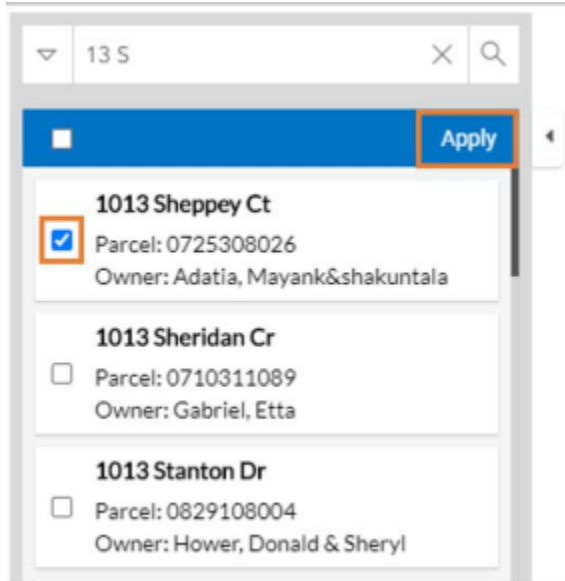


The screenshot shows a web application interface for a city. At the top, there is a navigation bar with links for Home, Apply, Map, Record Search, Calendar, and Help Guide. Below the navigation bar is a search bar labeled "Address & Parcel Search" with a search icon. The main area displays a map with a blue-shaded polygon highlighting several parcels. On the left side, there is a sidebar titled "Results: 11 Location(s)" with a "View Records" button. The sidebar contains a list of parcels with checkboxes and owner information:

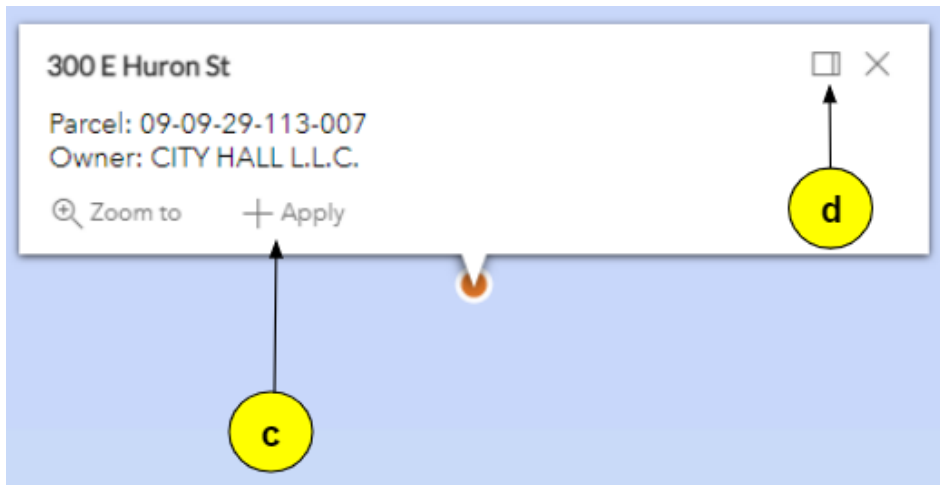
- Select All
- 09-09-21-308-900  
Parcel: 09-09-21-308-900  
Owner: The Crossing Of Ann Arbor
- 1108 Wright St  
Parcel: 09-09-21-309-009  
Owner: LYDIC BRIAN MATTHEW
- 1112 Wright St  
Parcel: 09-09-21-309-017  
Owner: IVACKO PAUL E
- 1114 Wright St  
Parcel: 09-09-21-309-017  
Owner: IVACKO PAUL E
- 1119 Wright St  
Parcel: 09-09-21-308-001  
Owner: 1119 WRIGHT ST LLC
- 1123 Pontiac St  
Parcel: 09-09-21-309-007  
Owner: FINN JOHN & GRETA  
REVOCABLE TRUST
- 1125 Wright St  
Parcel: 09-09-21-308-002  
Owner: ARNOLD ERIC B
- 1126 Wright St  
Parcel: 09-09-21-309-024

# Applying from Address/Parcel Search

1. In the left pane results bar, you can use the checkbox next to any/all address results you want to include in an application, and an Apply button will appear for you to select:



2. To apply for a case from the map view of the address result, click on the "+Apply" button (labeled "C" in the image below) on the address label.



3. If you want to create an application from *multiple* addresses, use the square Dock logo (labeled "D" in the image above) on each address label to dock any/all addresses you need.

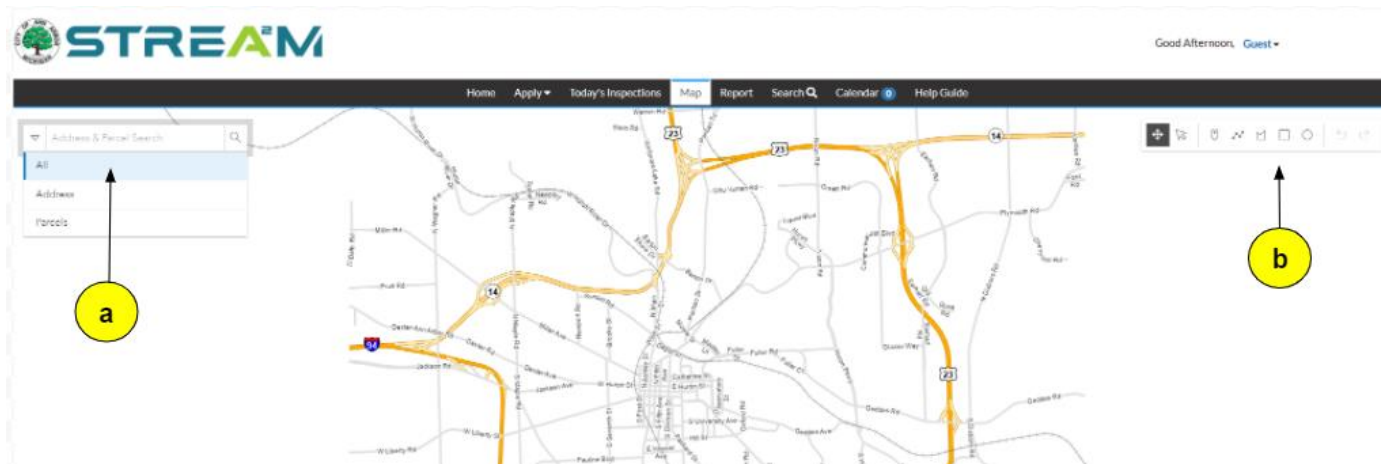
# Applying using a Map Drawing/Spatial Collection

For work being done in the Right of Way, with no parcel related to the work, it is possible to create a map drawing (aka Spatial Collection) to represent the location of your work. Spatial collections allow for your permits to reflect the most accurate information, both for reviewers and historic record.


## Creating Map Drawings/Spatial Representations

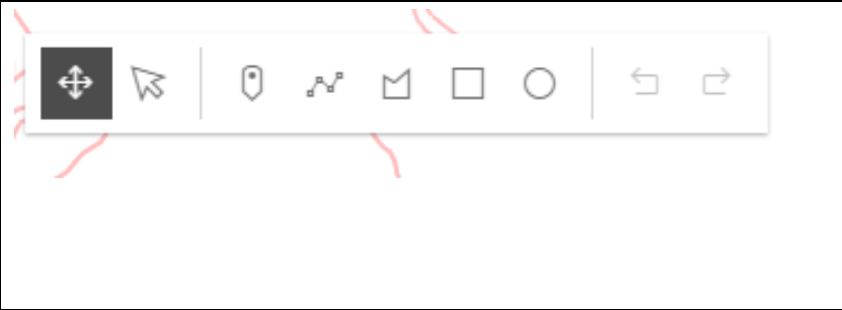
Technically you can create your map drawing from the location step of your application (instead of adding an address, you can draw on the map) but it is much easier to start with the map and create your application once your drawing is complete.


1. From the STREAM home page, click on the Map from the menu bar.
2. Use your search tools or mouse to zoom in on the area you plan to work. It is best to zoom into this area on the map *prior* to drawing.
  - a. Ensure that the entire area you need fits within your screen without having to zoom or drag the map – once you begin drawing you will lose those abilities.
3. Next, hover over the icons in the top right corner to explore your drawing tools (labeled b in the image below)

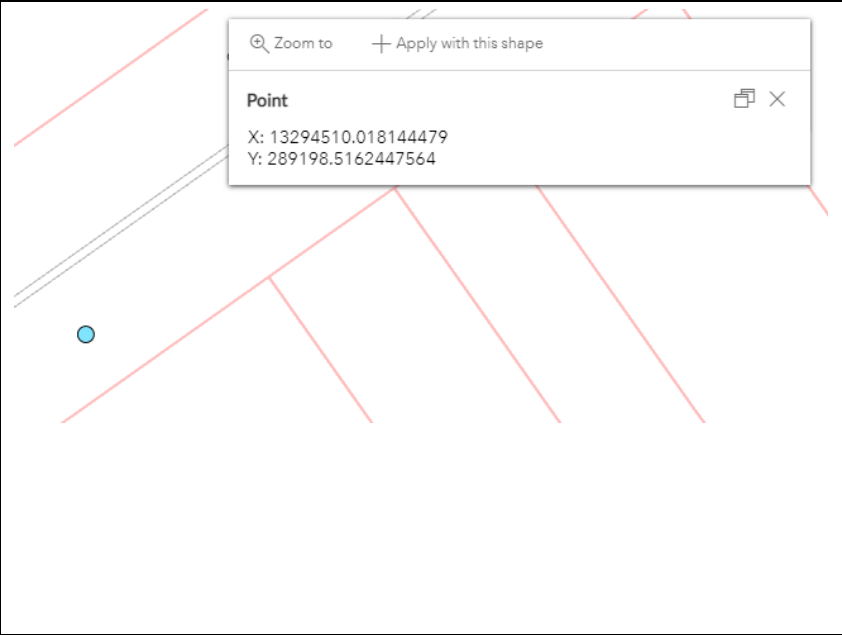



4. Select the desired tool you'd like to use to draw a point, line, polygon, rectangle, or circle on the map (hover over each icon to see which one is which).

 **Transform Tool:** After you've made a drawing, use the transform tool to select your drawing and make adjustments as needed by grabbing and dragging any anchor points.



 **Point Tool:** With the point icon selected, you can click on the map to mark the point you need. If that point is on an existing address or parcel, that parcel's information will appear in the left sidebar for you to find associated records and apply from that address. If the point is not associated with an existing address or parcel, you can use the pointer arrow to select the point, and the option to apply with this shape will appear in the top right corner.

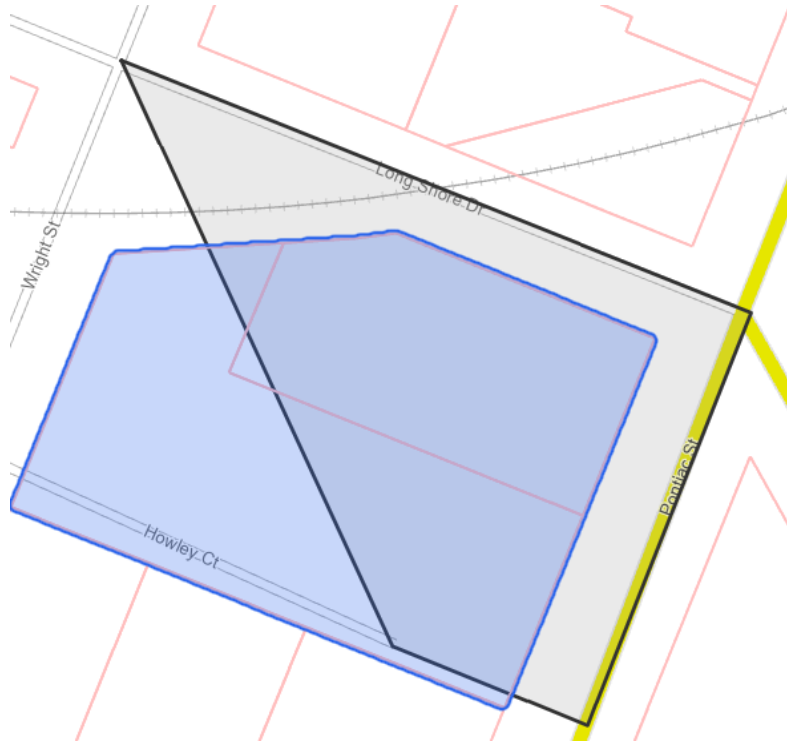


 **Polyline tool:** With the polyline icon selected, you can click on the map to denote the beginning of your line, single clicks for each anchor point, and a double-click to end your line. It is best to only click where you need an anchor point in your line – do not draw by dragging your mouse across the map. For example, the line below was drawn using 3 clicks, then a final double-click to end the drawing:





**Polygon tool:** With the polygon icon selected, you can click on the map to denote the first corner of your shape, single clicks for each corner or turning point, and a double-click to end your shape. For example, the black polygon below was drawn with a starting click at Wright & Long Shore Drive, a second click at Long Shore & Pontiac, a third click at Pontiac & Howley, a fourth click at the end of the Howley court dead end, and a 5<sup>th</sup> click back at the beginning.





Because this shape is overlapping with an existing address/parcel, it has automatically been highlighted in blue so you are aware of this overlap.



### Square and Circle

**tools:** The Circle and Square tools can be helpful shortcuts for drawing shapes. With either of these tools selected, single-click on the map where you would like your square or circle to appear. A default sized square or circle will then appear on the map, and will be immediately ready for you to reshape as desired using the anchor points (similar to the transform tool).


 <p><b>Transform Tool:</b> Once you've drawn your polygon, you can use the transform tool to select your line and make adjustments as needed by grabbing and dragging any anchor points (as you transform the shape, more anchor points will automatically be added to the shape to allow you to grab and move them)</p>	 <p><i>This drawing started out as a rectangle and was transformed into its unique shape using the transform tool</i></p>
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5. Once you have selected your drawing tool, you will be able to draw on the map.

#### Drawing Tips:

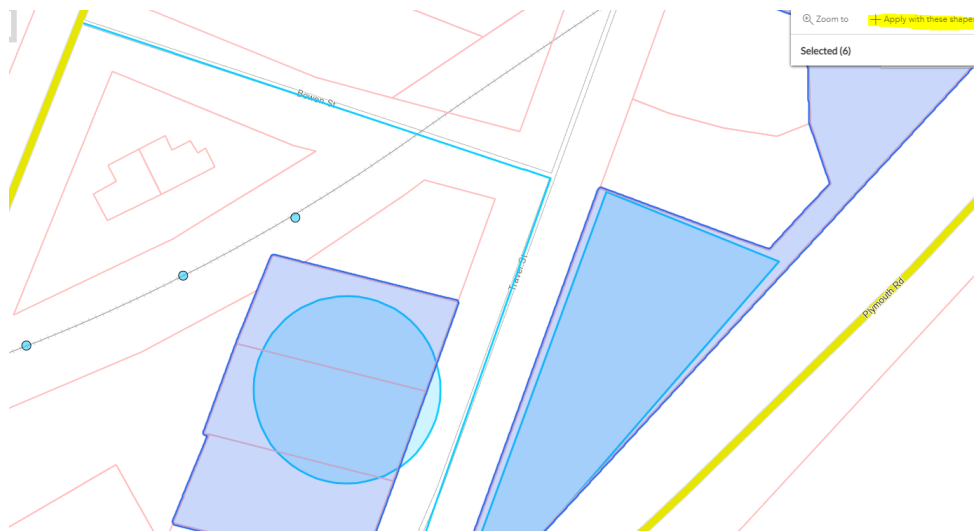
1. Any drawings you make during this session will stay on the map as long as you are present in the map, but will not save once you abandon your session.
2. Any parcels that are overlapped or intersected by your drawings will highlight automatically – you will need to de-select the parcel to ensure only your drawing is selected.
3. Drawings are made using single-clicks, not click-and-drag. Each single click will create a new anchor point in your shape, and a double-click will complete your drawing.
4. If you begin a drawing and need to undo a click, you can use ctrl-z on your keyboard to go back a step. There is also a back-arrow logo in the drawing tools toolbar at the top right of the screen.
5. If you begin a drawing and need to abandon/start over, use the escape key on your keyboard.
6. Ensure that the entire area you need fits within your screen without having to zoom or drag the map – once you begin drawing you will lose those abilities.

## Beginning an Application Using your Drawing or Spatial Collection

1. Once your drawing is complete, you can use the transform tool  to select your drawing. An “Apply with this shape” option will appear on the screen as a pop-up bubble from your drawing:



2. Multiple disconnected points, lines, or shapes can be selected for a single application, by holding down the Shift key on your keyboard while selecting your desired drawings. In the case of multiple selections, the “Apply with these shapes” option may appear as a pop-up bubble like above, or may appear in the top-right taskbar (below):



3. Note that not all case types accept map drawings as their location. Most of our applications require a parcel or address. This feature is primarily used for work in the Right-of-Way.

# Troubleshooting Issues

## Map is not rendering/White Screen

If you are not seeing the address search results pane, or the bubble on an address to apply, please check your browser's zoom to ensure you are not zoomed in or out, as this can result in these fields not appearing on your screen.

If the map is still not rendering for you, please try clearing the cache on your browser, or open STREAM in a different browser to see if that helps. Browser security settings can sometimes block our map.

Finally, if you are not currently located in the USA, our map will not display for you due to firewall protections. If this is the case, please contact the department for your application and arrange to create your application directly through them via phone or email.