

INDUSTRIAL HEMP PROGRAM

HOW TO CREATE A MAP

GS2002

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Summary of <u>Application</u> Map Requirements

See full description in <u>GS2001 – Mapping Guidelines</u>

- 1. Clear, satellite aerial image of property
 - With labeled roadway(s) for reference
- 2. Name/business name (handwritten is fine)
- 3. Parcel boundaries
- 4. GPS pinpoint(s) for:
 - Navigation to site (access point, driveway, etc.)
 - Any indoor production facilities

Obtaining GPS Coordinates

- GPS coordinates can be obtained by:
 - On a smart phone:
 - Go to a mapping application
 - "Drop a pin" by holding your finger down on the area you want to mark
 - Should bring up a new box that will include GPS coordinates
 - Right-click on exact location in Google Maps
 - Or, see Steps 7-9 of the next section

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Save Your Work!

- Applicants should save all maps for:
 Resubmission or edits
 - MDA may require additional images/details
 - May need to resubmit if you build a new facility
 - Future reporting
 - Can use application map(s) as base for the Planting Report map



Google MyMaps: A Technical Guide

HOW TO CREATE A MAP



Software Options

- There are many programs available to create a map for your application (or Planting Report)
- One way is to create or use a <u>Google account</u> and use <u>My Maps</u>. The steps outlined here are to illustrate multiple functions on My Maps
 – Note: this is different than regular "Google Maps"

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(1) Go to www.google.com/mymaps. Sign into your google account. If you do not have a google account, you will need to create one.

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	Sign in
Us	e your Google Account
Email or phone -	
1	
Forgot email?	
Not your compute	r? Use Guest mode to sign in privately
Not your compute Learn more	r? Use Guest mode to sign in privately
Not your compute Learn more Create account	r? Use Guest mode to sign in privately
Not your compute Learn more Create account	r? Use Guest mode to sign in privately Next

(2) To create a new map, select the "+ Create A New Map" button. Any previously created maps will show on your home screen.

CREATE A NEW MAP

Click here



(3) The next screen will prompt you to enter the address of your location, or you may use the zoom feature in the lower right corner (not pictured) to find your location manually.



Mapping Technical Guide: Steps 4 & 5

(4) Select the drop down arrow next to "Base Map"(5) Select the Satellite option

	Untitled map		
	Share 💿 Preview		
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Click here first	Untitled layer		
	Add places to this layer by drawing or importing data. Learn more		
	Base map		
Then select Satellite			
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Mapping Technical Guide: Step 6

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(6) Center the area and zoom to the level of detail desired.

Click on the 'Select Items' function if needed

The scroll function on your mouse, or the +/- on the bottom right corner of the screen will allow you to zoom



Note: This site is used for example only. No hemp is produced here.

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(7) Create a pinpoint for your "Parcel GPS" (or wherever you want coordinates). Note: some locations may already have a pinpoint.

Click on the 'Add Marker'

Then, click on the exact area in the map that you wish to create a pinpoint/find GPS coordinates

The 'Parcel GPS' may be for the main facility associated with the address, the geographic center of the parcel, or an access point on site such as a gate or driveway



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(8) Rename the point. Renaming will help with the legend/key that is needed later.

Rename as desired, and select save; in this example this is the 'Parcel GPS'

You can add extra notes in the second box, but they may not be visible on the printed map



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Mapping Technical Guide: Step 9

(9) Once saved, the GPS coordinates of the added pinpoint will appear.

Use these coordinates on your application form, in the "Land" section



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The GPS coordinates **will not** be included in the print out of your map.

Unless you follow these additional steps (*recommended*):

(10) Copy the GPS coordinates.

Select the coordinates, then use 'Ctrl' and 'C' keys together to copy the data.

(11) Select the 'Edit' button.

(Pencil icon)



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(12) Add the copied GPS coordinates into the title box, and save.

Use 'Ctrl' and 'V' keys to paste your previously copied coordinates.

Notes entered in the second box may not be visible on the printed map.



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(13) Now, you will create your parcel boundary.

Select 'Draw a Line' ; then select 'Add a Line or Shape'



Mapping Technical Guide: Step 14

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(14) Click on each corner and pivot point of the property. Each click will create a white circle.

Complete the border around the entire area, returning to the starting point.

Accuracy is important! This function will also calculate total acreage.

Mapping Technical Guide: Step 15

(15) Rename the completed polygon by editing the highlighted default name, typing new name, and selecting "save".

This is a recommended, but not required step.

Renaming suggestions include "Parcel Boundary" or "Property Line"





Size of Area



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After saving the last step, your screen should look like something like this.

The software calculates how large this property is based on how you drew the boundaries, and shows the total here.

You can use this total* in your application form.

*If you otherwise know this total is inaccurate, try redrawing the boundary lines more precisely.



(16) Rename the map title.

Click on the default title. In the new box, edit the title as desired, and save.



Use name or business name in your new title.

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×

Edit map title and description

Add a description to help people understand your

Cancel

ap title Untitled mar

Description

Save

map

SUCCESS!

- Now that you have:
 - Added a pinpoint for your "Parcel GPS"
 - And obtained the GPS coordinates
 - Drawn a boundary line for your parcel
 - Obtained total size of the parcel
- You are ready to print!

Mapping Technical Guide: Step 17 (Printing)

Jane Doe Hemp App Map 3 views

All changes saved in Drive

📚 Add layer 斗 Share 💿 Preview

Untitled layer
 Individual styles
 Parcel GPS: 38.58889 -92.23...

🎝 Parcel Boundary

👻 Base map

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PORO/I

:

(17) Click on the three dots on the upper right corner of the legend.

Select 'Print Map' from dropdown box.

Change the defaults if desired.

Select 'Print'.

Mapping Technical Guide: Step 18 (Final Review) May 2021 – Subject to Change

(18) Review all map elements and text on the printable map & legend.

Return to previous window to make any necessary edits or clarifications.

Jane Doe Hemp App Map

Untitled layer Parcel GPS: 38.58889 -92.23178 Parcel Boundary



Note: This site is used for example only. No hemp is produced here.



Note: As the size of the areas outlined increases, the zoom level of the printed map also increases.

This may not provide the detail necessary to your application to be approved.

Additional screenshots should be submitted to help provide detail. This feature varies depending on your equipment & software.

Jane Doe Hemp App Map

Untitled layer Parcel GPS: 38.58889 -92.23178 Parcel Boundary



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Note: This site is used for example only. No hemp is produced here.

Mapping Technical Guide: Examples of Print Out and Additional Zoomed-In Image May 2021 – Subject to Change

Jane Doe Hemp LLC commerces

Original Map

Jane Doe Hemp App Map

Untitled layer Parcel GPS: 38.58889 -92.23178



Note: This site is used for example only. No hemp is produced here.

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Included zoomed-in screenshot to show additional detail



STOP!

The next section is for <u>Planting Report maps</u> <u>Agriculture.Mo.Gov</u>

Summary of Planting Report Map Requirements

See full description in Part Two of <u>GS2001 – Mapping Guidelines</u>

- 1. Clear, satellite aerial image of area
- 2. Illustrated boundaries of each lot
- 3. GPS coordinates for each lot
- 4. Labels (or a key/legend) for each lot, with the corresponding "Lot ID"

If multiple lots, color-coding is highly recommended.

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Base Map

1. Clear, satellite aerial image of area

If you saved your application map, use it as a base!





Lot Boundaries

2. Illustrated lot boundaries

Create the boundaries for *each lot* you have planted & edit titles to show Lot ID names.

Review steps of the Application Map section of this document as needed.

Draw the boundaries of the planted area.



Reminder: a **lot** is a *group of plants* of the same variety/strain planted in a continuous area.

Ex: your "north field" is a 3.3-acre field, but you've only planted 5,000 sq.ft.; draw the boundaries of the 5,000 sq. ft. of *actual planting*, and report the 5,000 sq. ft. (not 3.3 acre) for this particular lot

Note: This image shows two separated lots.

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Lot Size

- After you draw your lot boundary, this software calculates the size of the area. Use this total on your Planting Report.
 - If you otherwise know this size to be incorrect, try redrawing the lot more precisely.
 - The second number listed (1,225 ft in the image) is the linear feet of the perimeter (not square footage of the area) & is not needed for MDA reporting.



Improve Readability



Highly recommended if you have more than 2 lots:

Color-coding lot boundaries

Recommended: Editing Colors

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With the lot selected, click on the **'Style'** button; icon looks like a paint can

Recommended: Editing Colors

Then, assign a unique color to each lot. Vibrant colors print best.



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Drag the 'Polygon transparency' bar to the far right.

Drag the 'border width' bar to approximately ¼ from the left.

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GPS Coordinates (Required)

3. GPS coordinates for each lot



Click the 'Add Marker' button; then click on the exact area you want to create a pinpoint for Then, rename the point with your "Lot ID" name for the lot & save.



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Reminder, the GPS coordinates shown in the bottom left of the box will not show on the print-out unless you add them to the title manually.



:

Your screen should now look something like this:

Jane Doe Hemp App Map 5 views

All changes saved in Drive

🛸 Add layer 斗 Share 💿 Preview

Untitled layer

The Individual styles

Parcel GPS: 38.58889 -92.23...

Lot A

Parcel Boundary

💡 Lot A 38.58937, -92.23484



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This legend/key will print out with your map

Repeat steps to create all lots and coordinates. SAVE for reuse & editing.



Labels

Parcel GPS: 38,58889 -92.23178 Lot A Parcel Boundary Lot A 38.58937, -92.23484 C Lot B Lot B 38.58865, -92.23569 Lot C 💡 Lot C 38.58768, -92.23472 Lot D Lot D 38.58705, -92.23423 Lot E Q Lot E 38.58735, -92.23292

4. Include labels (or a key/legend) for each lot, with the corresponding "Lot ID"

As with the application map, you may have to submit multiple maps to show the legend/key, overview of parcel, and the level of detail required.

Jane Doe Hemp App Map

Untitled layer Parcel GPS: 38.58889 -92.23178 Cot A Parcel Boundary Lot A 38.58937, -92.23484 Cot B Cot B 38.58865, -92.23569 Cot C Lot C 38.58768, -92.23472 Cot D Lot D 38.58705, -92.23423 Cot E Lot E 38.58735, -92.23292





Mapping Technical Guide: Color-Code

Note the significant clarity provided by the color-coding, and changing polygon/GPS point titles. In addition to the lot boundary color-coding, you can also color-code the GPS pinpoints to match (next slide).



Edit the color of the GPS pinpoint to match the color of the lot boundary. This is especially important for persons with many lots. The pinpoints will be easier to identify in the printed legend.

Select the color that matches the field it represents. Lot A 38.58937, -92.23484 Editing the icon is not necessary. Color 38.58937, -92.23484 Popular Icons 00000 Select the 'Style' button. More icons Agriculture.Mo.Gov



QUESTIONS?

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