

Using ePlanning to View and Comment on Planning Documents

ePlanning Version 1.04.03

ePlanning Version 1.04.03 is a development version of the ePlanning application which can be used by the public for review and commenting on planning documents.

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Browsers

This website works best in Microsoft Internet Explorer 5.5 or greater. Please set text size under the "View" menu to MEDIUM. You may also want to change your screen resolution to approximately 1150 X 860 (Hint: Remember the original screen resolution so you can reset it after using the ePlanning). This will enhance the quality of what you see on the screen, such as the pull-down menus.

Netscape users must have version 6.0 or greater. Use of earlier versions will give unpredictable results and is not recommended (also, your comments may not be received correctly).

Introduction

The purpose of this guide is to provide instructions and information that will assist in reading and commenting on land use plan documents published in ePlanning.

This includes guidelines for:

- Reading land use plans on line
- Searching land use plan documents for specific topics of interest
- Submitting comments on land use plan documents
- Using the ePlanning map viewer (for complete information on the Map Viewer, see the document: *Introduction to the ePlanning Map Viewer*)

The Interactive Document – Reading A Land Use Plan

The ePlanning site provides land use planning documents published as “interactive documents” for public review and comment.

From the ePlanning web site, you can:

- Locate the land use plan(s) you are interested in
- Display the land use planning documents you want to read
- Navigate land use planning documents using interactive Tables of Contents
- View on line maps pertaining to the interactive document
- Search documents by keyword
- Submit a comment on specific text or geographic location

Note: Not all planning documents published on the ePlanning site contain maps. For documents which contain no maps, the Map Viewer is disabled, because, obviously, with no maps in the document, you won't need the Map Viewer.

Once connected to the ePlanning project page, scroll through the list of land use plans and click on the name of the plan you wish to read. You will be connected to the ePlanning project page for the plan you choose.

Once you have accessed the planning document you are interested in, the initial ePlanning document reviewing screen will look like this:



The displayed document page includes the following options and features.

The name of the land use plan: for example “Phoenix South and Sonoran Desert National Monument RMPs and EIS.”

Select A Document: Use the dropdown list to choose the document you wish to read.

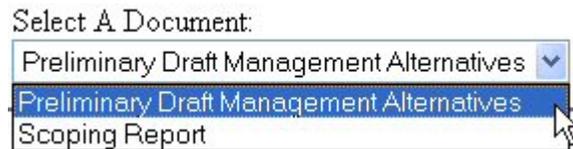
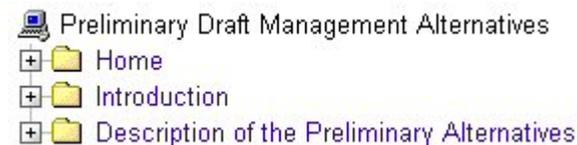


Table of contents for the document. Shown on the left side of the screen in a folders and files tree diagram.



Click on any folder to open a section of the document.

Click on the plus sign  next to folders to access sub-sections of the document.

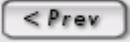
Click on the page that you want to view, and it will be displayed on the right side of the window.

Available tools and functions include the following:

Home click on this link to return to the home page for this land use plan.

Help click on this link to find topics that describe how to use ePlanning.

Last Page Visited displays the previous page viewed.

 displays the previous page in the document.

 displays the next page in the document.

Comment On Plan click on this link to bring up a new screen for entering your comments about the land use plan.

Search By Keyword:

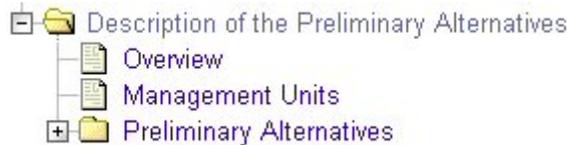
Search By Keyword:



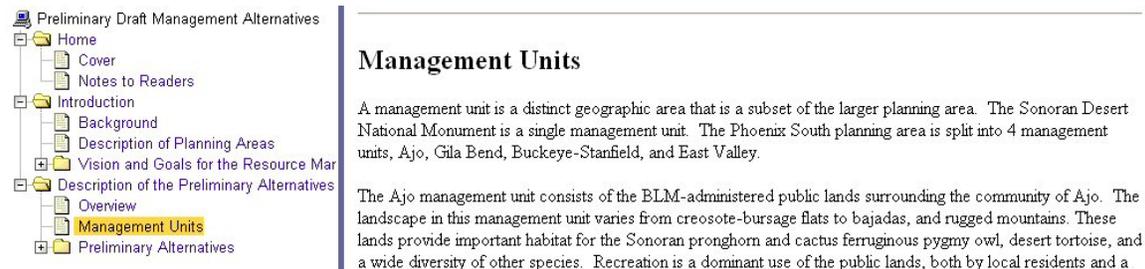
To Search by Keyword, enter the keyword into the text box and click the *Go* button. The search results will be displayed below the text box. To view a search result, simply click on the highlighted link. An example is shown below on page 5.

How to Navigate Through the Document Table Of Contents

To navigate through the document Table of Contents (TOC), click the plus sign  next to the folder that you are interested in viewing, and the folder expands.

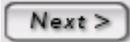
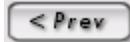


Click on the page that you want to view, and it is displayed on the right-hand side of the window.



To navigate to other pages, simply click on the page that you want to view from the TOC.

Tip: If the page you want is contained in a folder, you will need to expand the folder first before the page appears in the TOC list.

- Or, you can simply use the ,  and  buttons to move through the pages in the interactive document. These options are located on both the top and bottom banners in the text window.

Additional Tips:

- Within the document you will see links to tables, figures, and maps. If you choose a figure or map, a new window will open. Tables open in the current window.
- You will also see links to other sections of the document. If you choose one of these links, the new section will replace the section you were reading.
- To go back, just use the Last Page Visited button (the button appears on the top and bottom of each page).
- The Help button on the top right of this web page provides additional information on how to use this web site.

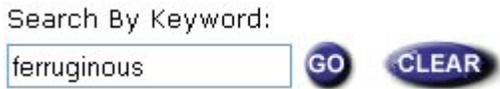
Printing

Note that there is a printer icon (🖨️) at the top of each narrative section. Simply click on the printer icon to get a printed copy of that subsection.

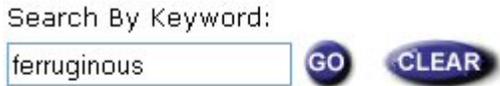
How to Search A Document

Search by Keyword

Enter the keyword into the text box and click the Go button.



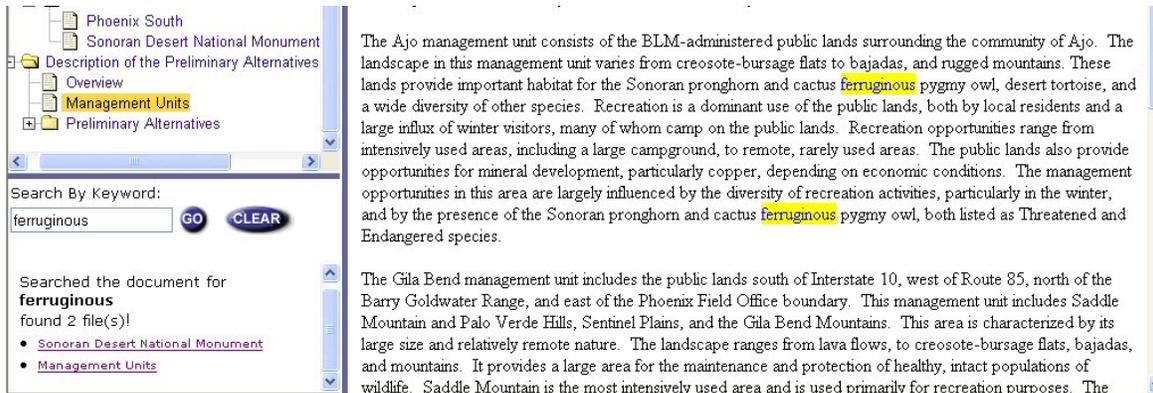
The search results are displayed below the text box.



Searched the document for
ferruginous
found 2 file(s)!

- [Sonoran Desert National Monument](#)
- [Management Units](#)

To view a search result, simply click on the highlighted link, in this example, “[Management Units](#).” The keywords will be displayed with the content on the right, in yellow.



How To Submit A Comment

To submit a comment, click the Comment On Plan button.

Comment On Plan

The comment submission form will be displayed.

Security Notice
This is a U.S. Federal Government computer system that is "FOR OFFICIAL USE ONLY". This system is subject to monitoring. Therefore, no expectation of privacy is to be assumed. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

Comment Submission

*** Required Field**

User Information ([Disclaimer](#))

Are you representing a group ? Yes No

First Name * Last Name *

Address City

State Zip code

Country Email

Phone Title

Confidentiality Agreement ([Disclaimer](#))

Do you want your name withheld from publications? * Yes No

Compose Your Comment ([Disclaimer](#))

General Comments: *

Please Note: For your General Comments to be cross referenced to a section of the document displayed in the web site use the capture text feature below or write the name of the section you are referencing in your General Comments.

Would you like to illustrate your General Comments by capturing specific text from the document?

OR

Would you like to illustrate your General Comments by capturing a map?

*** Required Field**

The Comment Submission form, shown above, is divided into two sections: User Information, and Comments. [Note: fields marked with a red asterisk are required fields and must be completed to continue.]

User Information

Enter the following information:

- Are you representing a group? Select Yes or No
- Enter your First Name (* required)
- Enter your Last Name (* required)
- Enter your Address (optional)
- Enter your City (optional)
- Select your State from the drop-down menu (optional)
- Enter your Zip Code (optional)
- Enter your Country (optional)
- Enter your Email address (optional)
- Enter your Phone number (optional)
- Enter your Title (optional)
- Do you want your name withheld from publication? Click Yes or No (* required)

Compose Your Comment

Type your comment into the box provided.

General Comments:*

Reference your comment to text from the document.

Would you like to illustrate your General Comments by capturing specific text from the document?

Yes

Click on Yes. The option to capture text will be displayed, as shown below.

Would you like to illustrate your General Comments by capturing specific text from the document?

Comment on the text:

From the main document window, highlight that portion of the text for your comment. Click "Capture Highlighted Text" to capture the text.

View your Captured Text

Highlight text in the document, as shown in this example:

Management Units

A management unit is a distinct geographic area that is a subset of the larger planning area. The Sonoran Desert National Monument is a single management unit. The Phoenix South planning area is split into 4 management units, Ajo, Gila Bend, Buckeye-Stanfield, and East Valley.

The Ajo management unit consists of the BLM-administered public lands surrounding the community of Ajo. The landscape in this management unit varies from creosote-bursage flats to bajadas, and rugged mountains. These lands provide important habitat for the Sonoran pronghorn and cactus ferruginous pygmy owl, desert tortoise, and a wide diversity of other species. Recreation is a dominant use of the public lands, both by local residents and a large influx of winter visitors, many of whom camp on the public lands. Recreation opportunities range from intensively used areas, including a large campground, to remote, rarely used areas. The public lands also provide opportunities for mineral development, particularly copper, depending on economic conditions. **The management opportunities in this area are largely influenced by the diversity of recreation activities, particularly in the winter, and by the presence of the Sonoran pronghorn and cactus ferruginous pygmy owl, both listed as Threatened and Endangered species.**

Then click .

The text will be placed in the Captured Text box.

View your Captured Text

The management opportunities in this area are largely influenced by the diversity of recreation activities, particularly in the winter, and by the presence of the Sonoran pronghorn and cactus ferruginous pygmy owl, both listed as Threatened and Endangered species.

[Note: If the Capture Highlighted Text button is not used, the comment will not be cross referenced to the document section shown in the main document window. To reference a comment to the currently displayed section of the document, please use the capture text feature, or include the name of the section in the General Comments box.]