

The Information Technology Services Department (ITS) produces GIS products in response to in-house requests from the Martin County Board of County Commissioners (BOCC) and the departments that are under their direction, such as the Growth Management Department. In-house requests can be for maps, presentations, digital data or data creation.

All data, maps and presentations are subject to the <u>Sunshine Law of Florida</u> and as such the Public may request copies of those products that have been prepared for the Martin County Board of County Commissioners or County Departments. It is important to note that public requests can only be made for products that have been created as noted above and that **ITS does not create custom GIS data or maps for the general public.**

For example, a request for a map that has been presented at a commission meeting, according to the **Sunshine Law**, must be duplicated and distributed to the requestor. Please make these requests to the County Department responsible for creating the item in question. However, a public request, for example, a map of all the shopping plazas in Martin County is considered a custom request and cannot be fulfilled. If the map was presented at a BCC meeting and is public record, it can be duplicated, (*time of meeting, date presented and person who presented it is required*).

GIS products on the Web

Many standard GIS products such as aerial imagery, common GIS data layers and maps, can be downloaded from the <u>Maps and Downloads</u> website at no charge. This service is **free** and is the primary resource for public requests for standard GIS maps and data.

Any other inquires or requests to ITS must be submitted by entering a <u>Request</u> for <u>Service (RFS)</u>.