Buffer Compliance Reporting Requirement Data Standards

Buffer Law Implementation Guidance

September 15, 2016

Data Standards

While use of this tool will not be required, it is strongly encouraged and BWSR Board Buffer Policy #2 "Reporting and Progress Tracking" states that SWCDs who commit to using the BWSR Buffer Compliance Tracking Tool, and provide all of the needed information to support it, will meet the reporting requirements listed in Items #1 and #2 of that policy. Depending on your district's scenario, you will provide data which will support the tool and satisfy overall reporting requirements in one of two ways.

1. **Have Digital Cadastral Data & Choose TO Use BWSR's Buffer Compliance Application:**
   If you *do* have digital, geospatial cadastral data (parcel data), and you *do* choose to use BWSR's buffer compliance application, see **Appendix A**.

   If you have collected, or plan to collect compliance data, and want to send BWSR your collected data for use in the application when you register, see **Appendix B** for instructions on how to format your data.

2. **Have Digital Cadastral Data & Choose NOT to Use BWSR's Buffer Compliance Application:**
   If you *do* have digital cadastral data, and you *do not* choose to use BWSR's buffer compliance application, data submitted as a part of your required reporting must be formatted in accordance with **Appendix B**

Please note if you are in category #2 above, in addition to providing the data in the format prescribed below there may be additional reporting forms required.
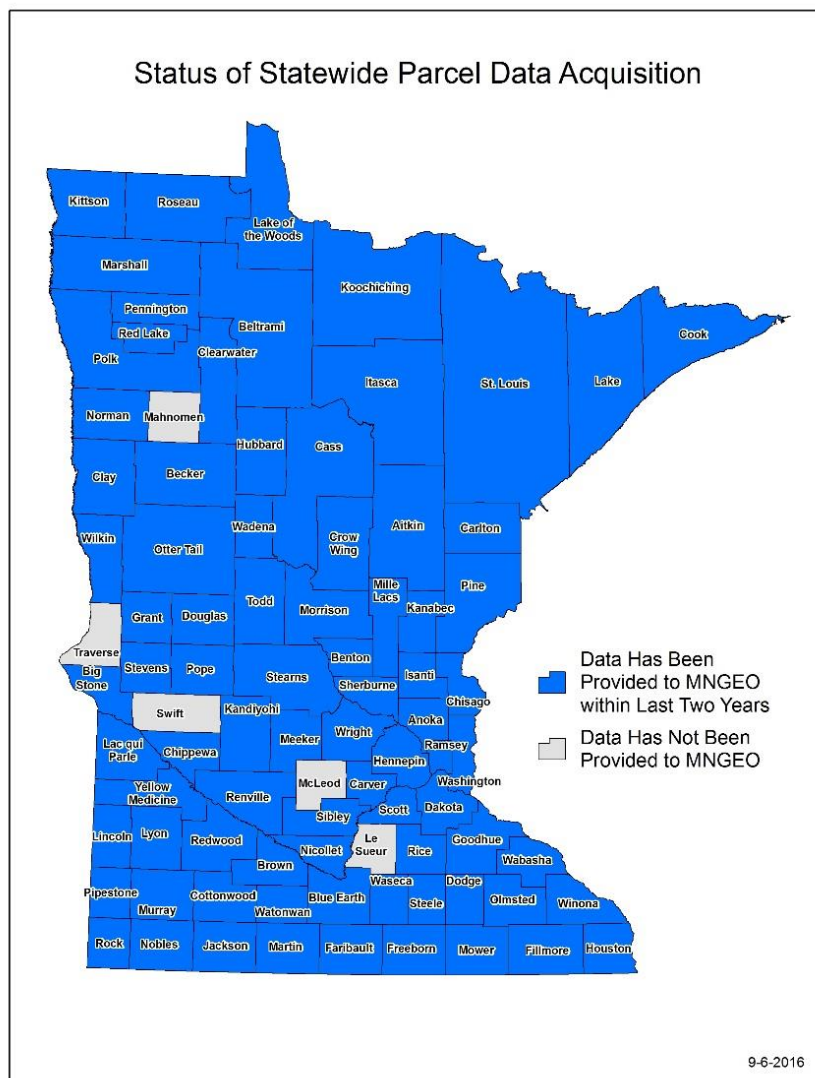
Appendix A

Have Digital Cadastral Data & Choose TO Use BWSR's Buffer Compliance Application

Since BWSR's buffer compliance application makes significant use of parcel geography you should send your county's digital cadastral data to MNGEO (Minnesota Geospatial Information Office) if your county has not already done so. BWSR will then acquire that data from MnGEO for incorporation and use in the buffer application. When you provide your county's data to MnGEO it is highly recommended that it follows the data standards outlined HERE. If data is provided to the state in a standard format, it increases the chances that it will be successfully aggregated into a statewide dataset that many state agencies can use. This reduces the chances that the county will be contacted by multiple state agencies for their data.

Once the data has been provided to MnGEO (if it has not been already), and BWSR has informed you that it has been incorporated into the buffer compliance application, no further action is necessary and you may begin using the buffer compliance application. If data has already been provided to MnGEO, you may begin using the buffer compliance application immediately with no further action.

Use the map below to determine if your county has already provided digital cadastral data to MnGEO.

Appendix B

Have Digital Cadastral Data & Choose NOT to Use BWSR's Buffer Compliance Application

Send digital cadastral data directly to BWSR as a file geodatabase containing a feature class of tax parcel polygons. Please name the file geodatabase and feature class using the following naming convention: "<county_name>_county_parcels". The feature class must also contain an attribute table with specific field names, field types, values, and order.

Required Fields:

The feature class attribute table must contain specific data fields and domains (possible values). Each data field must be named precisely as shown (including case), be in the order listed below, and be of the specified data type and length specified below.

- **Field: PIN**
    - Alias: PIN
    - Data Type: Text
    - Length: 25
    - Value: Parcel Identification Number

- **Field: COUNTY_ID**
    - Alias: COUNTY_ID
    - Data Type: Text
    - Length: 3
    - Note: This is the standard county FIPS code. This code should be three digits, so add leading zeros as needed, e.g. 001, 011, 111.

- **Field: State_PIN**
    - Alias: State_PIN
    - Data Type: Text
    - Length: 25
    - Note: Unique statewide parcel ID comprised of the COUNTY_ID followed by a dash, and then the county PIN, e.g. 001-123456789

- **Field: BUFFER_REQ**
    - Alias: Buffer Width Requirement
    - Data Type: Text
    - Length: 19
    - Domain:
        - 16.5 ft.
        - 50 ft.
        - 16.5 ft. and 50 ft.
        - Not Applicable

- **Field: BUFF_NEED**
  - Alias: Buffer Acres Needed
  - Data Type: Double
  - Precision: 0
  - Scale: 0

- **Field: BUFF_INST**
  - Alias: Buffer Acres Installed
  - Data Type: Double
  - Precision: 0
  - Scale: 0

- **Field: BUFF_COMP**
  - Alias: Are all Buffers Compliant?
  - Data Type: Text
  - Length: 14
  - Domain:
    - Yes
    - No
    - Unknown
    - Not Applicable

- **Field: ALTPRCTCMP**
  - Alias: Are Alternative Practices Compliant?
  - Data Type: Text
  - Length: 14
  - Domain:
    - Yes
    - No
    - Unknown
    - Not Applicable

- **Field: PARCELCOMP**
  - Alias: Is Parcel Compliant Based on Review?
  - Data Type: Text
  - Length: 36
  - Domain:
    - Yes
    - No
    - Needs Review
    - Yes, based on preliminary assessment
    - Not Applicable

- **Field: VALIDATION**
  - Alias: Validation of Compliance Issued?
  - Data Type: Text
  - Length: 3
  - Domain:
    - Yes
    - No

- **Field: NOTES**
  - Alias: Notes
  - Data Type: Text
  - Length: 200

A note about domains: It is recommended you use actual geodatabase coded value domains to ensure data integrity. If you do, please ensure that the code and description are identical within the domain. This will reduce the risk of erroneous data entry. If you choose not to use coded value domains, be certain that **ALL** of the attributes in **ALL** of the table records **EXACTLY MATCH** the domain values given above for each field, with no leading or trailing spaces.

If the district wants to provide additional fields that are not required, it is highly recommended that you follow the MnGEO data standards outlined HERE. If you provide data to the state in a standard format, you increase the chances that it will be successfully aggregated into a statewide dataset that many state agencies can use. This reduces the chances that you will be contacted by multiple state agencies for your data.