Guidelines for Submitting Digital Data for Incorporation into the GRANIT Conservation / Public Lands Data Layer

July, 2019

I. CONTENT OF GRANIT CONSERVATION / PUBLIC LANDS LAYER

The GRANIT Conservation/Public Lands Layer contains a digital record of parcels of land of two or more acres that are mostly undeveloped and are protected from future development. Smaller parcels that adjoin previously mapped parcels or represent unique features, such as a bog or state-owned boat ramp, may also be included in the data layer.

Each **parcel** may comprise one or more tracts and thus may be represented by one or more features (polygons) in the spatial database. Multiple **tracts** may occur as a result of multiple acquisitions over time, single acquisitions from multiple owners, and/or a parcel that is bisected by a road or other base feature.

The data are archived in an ARCGIS personal geodatabase containing a polygon feature class, a line feature class, and a topology. For a detailed description of the attribute fields and codes used for the polygon and line feature classes, please refer to 'Cons_Document.doc'.

II. SUBMITTING NEW DATA

Data may either be posted to the GRANIT ftp site at:
ftp://ftp.granit.sr.unh.edu/pub/d-cons/d-submissions/

or it may be burned to a CD/DVD and mailed to:

Chris Phaneuf
Earth Systems Research Center
Morse Hall, University of New Hampshire
Durham, NH 03824

If you post the data to the ftp site, please send notification to Chris at
chris.phaneuf@unh.edu.

All submissions should be accompanied by a 'Readme' text file that provides a general description of the data you have submitted (names of the files you have included, what type of data is included, etc). In this 'Readme' file, please be sure to include your contact information (name, organization, phone #, e-mail, etc).

A.   FORMAT
Data may be submitted for inclusion into the GRANIT Conservation Lands Dataset in one of the standard ESRI formats (shapefile or geodatabase). For your reference, templates in these formats may be downloaded from the GRANIT ftp site at the following address:
ftp://ftp.granit.sr.unh.edu/pub/d-cons/d-templates

B.   COORDINATE REFERENCE
Data should be submitted using the following spatial parameters:
Projected Coordinate System – NH State Plane Feet, NAD1983
Geographic Coordinate System – GCS North American 1983

If you download any of the previously referred to templates from the GRANIT ftp site, these parameters have already been defined for your convenience.

C.   SPATIAL DATA
Please ensure that spatial data is topologically clean. This includes ensuring that there are no dangling nodes, no duplicate arcs, no overlapping features, etc.

D.   ATTRIBUTE DATA
You will find all of the required attribute fields already added to the polygon attribute tables in the downloadable templates. Please refer to the following documents (also available for download from the GRANIT ftp site) for further clarification of the attribute items and associated codes:
TractDataSheet.pdf and *ConservationLandsStandard.pdf*

Please try to be as thorough as possible when populating the attribute items for each tract of protected land you are submitting.

E.   SOURCE INFORMATION
It is extremely important that the 'SOURCE' field be populated for each new tract of land you are submitting. This field should be populated with information that tells us where your data came from (ex. 'survey' if the data was derived from a survey map or 'tax map' if the data was derived from a tax map). If at all possible, please include the date of your source as well (ex. '1990 survey'). This information has proven to be very valuable when attempting to resolve any spatial conflicts that may arise with pre-existing GRANIT data.

III.   **SUBMITTING UPDATES TO EXISTING GRANIT DATA**

    A.   **SPATIAL ADJUSTMENTS**
            If you are submitting an update to the spatial data for a tract/parcel that already exists in our database, please be sure that your submission complies with the standards as outlined above in Section II. In addition, be sure that your submission references the existing GRANIT Tract Id and Name.

    B.   **ATTRIBUTE UPDATES**
            If you are submitting ONLY updates to the associated attribute information for a tract / parcel, again, please be sure to reference the existing GRANIT Tract Id and Name as well as the attribute information you wish to be updated.

IV.   **SUBMITTING NEW DATA AND UPDATES TO EXISTING DATA TOGETHER**

If your submission contains a combination of both new data AND updates to existing GRANIT data, please separate the two to be independent of one another. For example, submit one shapefile (or whichever format you've chosen to use) for new data and one for updates to existing data.