

Ordinance No 2 Of 2017

AN ORDINANCE ESTABLISHING A UNIFORM PARCEL IDENTIFIER SYSTEM BY PROVIDING FOR A DEPOSITORY AGENCY OF THE COUNTY'S TAX MAPS, INCLUDING ADDITIONS, DELETIONS, AND REVISIONS OF SUCH MAPS, AND BY PROVIDING FOR THE ASSIGNMENT BY SUCH AGENCY OF UNIFORM PARCEL IDENTIFIERS FOR EACH PARCEL, ON THE MAP TO FACILITATE CONVEYANCING AND ESTABLISH A MODERN LAND RECORDS SYSTEM

Pursuant to the provisions of the Uniform Parcel Identifier Law, Act of January 15, 1988, P.L. 1, No. 1, § 1(21 P.S. § 331, *et seq.*) and the Act of January 15, 1988, P.L. 8, No. 4, § 2 (16 P.S. § 9781.1, *et seq.*) it is hereby enacted and ordained by the Commissioners of the County of Forest, Pennsylvania (the "County") as follows:

Section 1 - Section 1 – Short Title

This Ordinance shall be known as the Forest County Uniform Parcel Identifier Ordinance.

Section 2 – Definitions

The following words and phrases when used in this ordinance shall have the meaning given to them in this Section unless the context indicates otherwise. All words and terms not defined herein shall be used with a meaning of standard usage.

"County Tax Map" A map describing Real Estate in Forest County, maintained for tax assessment purposes as otherwise provided by law.

"Document" Any writing evidencing an interest in Real Estate in Forest County, Pennsylvania, and which transfers or otherwise affects an interest in Real Estate, and which is to be recorded in the Office of the Recorder of Deeds of Forest County. The term "Document" includes, but is not limited to, the following:

1. A Deed or other instrument that transfers any interest in specific Real Estate, including Quitclaim Deeds, Corrective Deeds which correct a clerical error or errors in a prior Deed or Deeds;
2. Declaration of Taking by Condemnation;
3. Installment Land Contract (Article of Agreement);
4. Adverse Possession Affidavit;
5. Affidavit Affecting Title to Real Estate;
6. Easement;
7. Right-of-Way;
8. Ground Lease or other Lease Agreement, including a Memorandum of Lease, to the extent the Lease involves or affects any interest in specific Real Estate;
9. Right of First Refusal, to the extent it involves or affects any interest in specific Real Estate;
10. Option to Purchase, to the extent it involves or affects any interest in specific Real Estate;
11. Quiet Title decrees;
12. Mortgage, Assignment of Mortgage, Release of Mortgage, Extension, Postponement, Subordination of Mortgage, or other Secured Transaction to the extent it involves or affects any interest in specific Real Estate;
13. Distribution Decree, Bankruptcy Notice, or other Court Order affecting specific Real Estate, or other Court Order affecting specific Real Estate;
14. Subdivision or Land Development Plan.

The above list is not exclusive, and other documents or instruments may be added by the issuance of additional regulations promulgated by the Forest County Assessment Office. It is the intention of this Ordinance that every

- (3) In the case of an interest in Real Estate less than fee simple, an additional designator may be included in the sequence of numbers forming the uniform parcel identifier for such interest in order to distinguish such interest from the fee simple parcel of which such interest is a part.

Section 3 – Uniform Parcel Identifier System Established

A Uniform Parcel Identifier system is established and implemented in the County of Forest in accordance with the provisions of this Ordinance.

Section 4 – Assessment Office to be Permanent Depository

Pursuant to Section 4(a) of the Uniform Parcel Identifier Law (21 P.S. § 334(a)), the County Assessment Office shall be the single agency which shall be the permanent depository of all county tax maps. The designation of the permanent depository may be changed from time to time by resolution duly adopted by the Board of Commissioners. The said permanent depository is referred to herein as either the “permanent depository” or the “Assessment Office”.

Section 5 – Tax Maps

- A. The officials of the permanent depository, as from time to time designated by the Commissioners, shall create, revise, amend and maintain the county tax maps as authorized and required by Section 5 of the Uniform Parcel Identifier Law (21 P.S. § 335).
- B. The uniform parcel identifier shall be the existing County tax parcel numbers, as the same may be supplemented and revised in the future. Pursuant to Section 3 of the Uniform Parcel Identifier Law (21 P.S. § 333), the County Assessment Office shall maintain a permanent record of all county tax maps with the uniform parcel identifier numbers clearly visible thereon, or in a data field directly linked to the parcel shown on the map, and easily accessible from that map.
- C. Pursuant to Section 5(b) & 5(f) of the Uniform Parcel Identifier Law (21 P.S. § 335(b) & 335(f)) the county tax maps shall be maintained in paper form and electronic form with provisions for off-site, secure back-up for all county tax maps, on a daily basis, for each day during which county offices are open.
- D. Electronic access to all county tax maps shall be maintained in the County Assessment Office. All revisions or new maps shall be available to the public by means of public access terminals in such office within ten days of the revision or addition being made to the master or original map, pursuant to Section 5(d) of the Uniform Parcel Identifier Law (21 P.S. § 335(d)).

Section 6 – Uniform Parcel Identifier Assigned to Each Parcel

- A. For each parcel of Real Estate described in a Document to be recorded in the office of the Forest County Recorder of Deeds, and prior to presenting the Document for recording, the Forest County Assessment Office shall assign to each parcel in the Document a uniform parcel identifier number, which shall correspond with the county tax maps, as the same may be supplemented and revised in the future.
- B. At the request of an owner subdividing or consolidating or otherwise affecting for future transfer, mortgage, release or other purpose any parcel of realty within the County, or of parcels already designated on a county tax map, or interest in such Real Estate for which an additional designator may be assigned, the officials of the permanent depository shall assign a uniform parcel identifier to each such parcel included in the proposed transfer, mortgage, release or other purpose, all as more particularly provided in Section 4(b) of the Uniform Parcel Identifier Law (21 P.S. § 334(b)). In the case of multiple described lots, tracts, parcels, or other described areas of land now contained in an existing and recorded “common deed” or document, and now treated as separate tax parcels, a separate uniform parcel identifier shall be assigned for each lot, tract, parcel, or other described area. The County Assessment Office may elect to issue a new uniform parcel identifier if an interest less than the entire fee simple title to a parcel is

The County shall charge and collect a fee for the services provided pursuant to this Ordinance beginning January 1, 2018. Such fee shall be payable to the Assessment Office as the agent for the County at the time the document is presented for verification. This fee shall be separate and distinct from any other charge or fee due upon presentation for recording of any document subject hereto. The fee may from time to time be revised by resolution duly adopted by the Board of Commissioners of Forest County. The initial fee is hereby established at \$20.00 for each uniform parcel identifier affixed or certified as required pursuant to the Act and this Ordinance. If a single instrument presented for recording contains or relates to multiple uniform parcel identifiers, a separate fee shall be paid for each uniform parcel identifier affixed or certified to each instrument.

Section 10 – Recommendation of Recorder of Deeds

In accordance with Section 3 of the Uniform Parcel Identifier Law (21 P.S. §333) and Section 9781.1 of the County Code (16 P.S. §9781.1), written recommendation of the Recorder of Deeds of Forest County is attached hereto.

Section 11 – Provisions Severable

The provisions of this Ordinance are severable. If any provision of this Ordinance, or its application to any person, entity or circumstances, is held invalid by a court of competent jurisdiction, such determined invalidity shall not affect any other provision or application of this Ordinance.

Section 12 – Effective Date

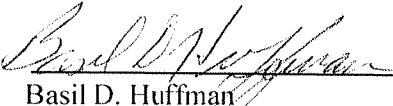
This Ordinance shall become effective on January 1, 2018.

ENACTED AND ORDAINED by the Commissioners of Forest County this ____ day of _____, 2017.

BOARD OF COMMISSIONERS OF FOREST COUNTY



Robert J. Snyder, Chairman



Basil D. Huffman

Norman J. Wimer

ATTEST:



Lynette Greathouse, Chief Clerk