

COUNTY OF YORK
COMMONWEALTH OF PENNSYLVANIA

ORDINANCE NO. 1999-03

UNIFORM PARCEL IDENTIFIER ORDINANCE

An Ordinance to establish a Uniform Parcel Identifier System by providing for York County Board of Assessment to be the Depository of the County's Tax Maps, including additions, deletions and revisions of said maps, and by providing for the York County Board of Assessment to assign Uniform Parcel Identifiers for each parcel on the tax map in order to facilitate conveyancing and tax-assessment and to establish a modern land record system.

IT IS HEREBY ORDAINED AND ENACTED by the Board of Commissioners of York County, as provided by Acts One, Two, Three and Four of 1988 of the General Assembly of the Commonwealth of Pennsylvania, 21 P.S. Sections 331 et seq., 16 P.S. Sections 9854.1 et seq., 21 P.S. Sections 10.1, and 16 P.S. Sections 9781.1, that the following shall constitute the York County Uniform Parcel Identifier Ordinance:

Section 1. Short Title.

This ordinance shall be known and may cited as the 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 clearly indicates otherwise:

"County tax map." A map describing real estate in York County, maintained for tax assessment purposes as otherwise provided by law.

"Governing body." The County Commissioners of York County or successors thereto.

"Instrument." Any conveyance of real estate, mortgage of real estate or release, right-of-way, easement, lease, subdivision plan or any other document affecting real estate in York County.

"Municipality." Any city of the third class, borough, incorporated town, township of the first or second class or any similar general purpose unit of government as may hereafter be created by the General Assembly. The term shall include those general purpose units of government smaller than a county which

exercise self-government under a home rule charter or optional plan.

"Uniform parcel identifier." A finite, punctuated sequence of numbers indicating the land parcel or other interest in real estate as shown on the recorded county tax map, which sequence may be the existing county tax parcel number.

(1) In the case of a "unit" within the meaning of the act of July 3, 1963 (P.L.196, No.117), known as the Unit Property Act, 68 P.S. Section 700.101 et seq., a designator for the number of the "unit" as indicated on the recorded "declaration plan" shall be included in the sequence of numbers forming the uniform parcel identifier for such "unit."

(2) In the case of a "unit" within the meaning of 68 Pa.C.S.A. Section 3101 et seq. (relating to condominiums), a designator for the number of the "unit" as indicated on the recorded declaration shall be included in the sequence of numbers forming the uniform parcel identifier for such "unit."

(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. Requirement for Uniform Parcel Identifier Number.

The York County Recorder of Deeds shall not record or accept for record any instrument, unless the uniform parcel identifier on the tax map maintained for tax purposes shall be contained on the body thereof, or shall be endorsed thereon to be recorded therewith.

Section 4. Permanency of County Maps.

The York County Board of Commissioners hereby requires the York County Board of Assessment to implement the uniform parcel identifier system and the York County Board of Assessment shall provide a permanent record of all county tax maps with the parcel identifier clearly visible.

Section 5. Assigning Uniform Parcel Identifiers.

(a) Requirements of County Tax Maps. The York County Board of Commissioners hereby designate the York County Board of Assessment as the permanent depository of all county tax maps. The York County Board of Assessment shall assign to each parcel a uniform parcel identifier which shall correspond with the county tax maps.

(b) Assignment of Uniform Parcel Identifier. At the request of an owner subdividing or amalgamating or otherwise affecting for

future transfer, mortgage, release or other purpose any parcel or parcels already designated on a county tax map, the York County Board of Assessment, having custody of the county tax map, shall assign a uniform parcel identifier to each parcel included in the proposed transfer, mortgage, release or other purpose. If the conveyance in the proposed transfer represents a change of size and a description of the real estate, the owner shall provide the York County Board of Assessment with a metes and bounds description based on a precise survey and a lot number with references to a recorded subdivision plan, which plan on its face shows metes and bounds prepared by a professional land surveyor as required by the Act of May 23, 1945 (P.L. 913, No. 367), 63 P.S. Section 148 et seq., known as the Professional Engineers Registration Law. Any subdivision plan which was prepared prior to the effective date of this ordinance and which contains metes and bounds shall be acceptable for compliance with this provision. This assignment of uniform parcel identifiers shall take place within one day of the presentation of the request for such assignment when accompanied by the survey or and such subdivision plan. No metes and bounds description by survey or subdivision plan shall be required for any transfer, mortgage, release or other purpose involving a right-of-way, surface or subsurface easement, oil, gas or mineral lease or other interest, or, any subsurface estate.

Section 6. Recording Procedures.

- (a) Generally. The provisions of this section shall govern all recordings of county tax maps pursuant to this ordinance.
- (b) Initial Recording. Immediately upon the adoption of this ordinance, or at such later time as might be provided, the York County Board of Assessment, having custody of the county tax maps, shall provide for their permanency.
- (c) Filing in Stages by Municipality. The initial filing of county tax maps shall be accomplished by filing successively all the county tax maps relating to a municipality at one time. It is the intent of the initial filing that no county tax map for a municipality be placed on record until all county tax maps related to that particular municipality are so recorded.
- (d) Additions, Revisions and Changes to County Tax Maps. Changes in municipal or county boundaries, resulting from annexation or otherwise, subdivisions, resubdivision and additions shall be indicated on the county tax maps otherwise provided by law, and such revisions or new county tax maps or that part thereof which is revised or new shall be filed within ten days of their revision or addition, or, in lieu thereof, the revised or new subdivision plan with the uniform parcel identifiers affixed shall be recorded.

(e) Filing Certified Copies of County Tax Maps. A copy of any county tax map certified by the York County Board of Assessment may be placed in the depository in lieu of the original map.

(f) Maintenance of Tax Maps. County tax maps shall be maintained in the permanent depository maintained by the York County Board of Assessment in a microfilmed, bound or otherwise permanent form for reference as provided by this ordinance.

(g) All subdivision plans presented for recording are required to be on mylar film, or other medium designated by the York County Recorder of Deeds. The Recorder of Deeds shall not accept any plans for recording unless said plane are legible, suitable for microfilming, and sized according to standard engineering survey practices.

Section 7. Fees.

Officials providing services in accordance with this ordinance shall receive the following fees:

(a) The York County Recorder of Deeds shall charge a fee of \$2.00 per instrument to initially assign, identify, or verify Uniform Parcel Identifiers as provided in Section 6 of Act No. 1988-1.

The fee schedule provided above may be amended from time to time by resolution duly adopted by the York County Board of Commissioners, as recommended by the York County Recorder of Deeds.

Section 8. Recommendation of the York County Recorder of Deeds.

In accordance with Act 1988-4, 16 P.S. Section 9781, the written recommendation of the Recorder of Deeds of York County is attached hereto.

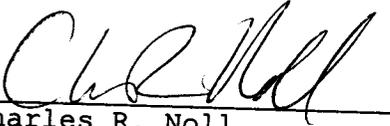
Section 9. Effective Date.

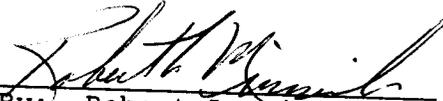
This ordinance shall take effect as of January 1, 2000.

Ordained and enacted this 27th day of October, 1999.

ATTEST:

COUNTY OF YORK


Charles R. Noll
Chief Clerk/Administrator


By: Robert A. Minnich
President Commissioner

(SEAL)

The above Ordinance was ordained, enacted and adopted this 27th day of October, 1999, at a regular meeting of the Board of Commissioners of the County of York duly advertised and assembled upon motion of Christopher B. Reilly and seconded by Shirley L. Glass and passed with a vote of 3 yes 0 no.

OFFICE OF THE RECORDER OF DEEDS

J. W. C. MORGAN JR.
Recorder

DANIEL L. CARN
Solicitor



YORK COUNTY COURT HOUSE
YORK, PENNSYLVANIA 17401

TELEPHONE 771-9213

RECEIVED

OCT 15 1999

YORK COUNTY
COMMISSIONERS OFFICE

October 13, 1999

York County Board of Commissioners
1 West Marketway, 4th Floor
York, PA 17401

Dear President Commissioner Minnich, Commissioner Reilly, and
Commissioner Glass:

Pursuant to the requirements of the Uniform Parcel Identifier Law, Acts 1, 2, 3 and 4 of 1988, I recommend that York County adopt an ordinance requiring the implementation of a uniform parcel identifier system and providing for a permanent record of all county tax maps with the parcel identifier clearly visible. And, pursuant to the authority granted to me as a Recorder of Deeds under 42 P.S. Section 21051, I request that a fee of \$2.00 per recorded instrument be imposed.

I have been working with Jim Woof, Director the York County Office of Assessment, to develop a uniform parcel identifier system. We believe that the system will facilitate the conveyancing and tax assessment of real estate in York County and the establishment of a modern land record system.

If you have any questions, please do not hesitate to contact me at your convenience.

Sincerely,

J.W.C. Morgan

Recorder of Deeds