

COUNTY OF CLEARFIELD
COMMONWEALTH OF PENNSYLVANIA

ORDINANCE No. 1 of 2009

**AN ORDINANCE OF THE COUNTY OF CLEARFIELD
ENACTED BY AUTHORITY OF THE PENNSYLVANIA PARCEL
IDENTIFIER LAW REQUIRING THE IMPLEMENTATION OF A
UNIFORM PARCEL IDENTIFIER SYSTEM.**

WHEREAS, the Board of Commissioners of Clearfield County hereby wish to adopt and implement a Uniform Parcel Identifier System in accordance with Acts 1, 2, 3, and 4 of 1988, 21 P.S. Section 331 et seq., 16 P.S. Section 9854.1 et seq., 21 P.S. Section 10.1 and 16 P.S. Section 9781.1 (“UPI Law or Law”).

WHEREAS, this intent and desire has been endorsed by the Clearfield County Recorder of Deeds, whose written recommendation, as required by the UPI Law, is annexed hereto as Exhibit “A”.

NOW THEREFORE, be it hereby ORDAINED and ENACTED and it is hereby ORDAINED and ENACTED by the Board of Commissioners of Clearfield County as follows:

Section 1 – Short Title

This Ordinance shall be known and may be cited as the Clearfield County Uniform Parcel Identifier Ordinance.

Section 2 – Purpose/Definitions

The purpose of this Ordinance is to enact and implement a Uniform Parcel Identifier System by authority and in accordance with the UPI Law. As such, the words and phrases used in this Ordinance shall have the meanings given to them by the UPI Law, including by way of illustration but not limitation, “county tax map” and

“uniform parcel identifier” as those phrases are defined by Section 2 of Act 1 of 1988, (21 P.S. Section 332).

In addition, the following words and phrases shall have the following meanings:

“Document.” Any deed, instrument or writing which transfers or devises or confirms or evidences any transfer or devise of title to real estate, including mortgages, deeds of trust, releases of mortgage, land contracts, and other instruments of like character, affecting title to real estate presented for recording.

“Consolidation.” The removal of lot lines between contiguous parcels.

“Parcel.” A contiguous lot or area of land subject to assessment for real estate tax purposes by the Clearfield County Assessment Office.

“Owner.” The legal or beneficial owner or owners of land or an estate or interest in land.

“Subdivision.” A division or redivision of a parcel as defined by the Pennsylvania Municipality Planning Code, 53 P.S. Section 10101 et. seq.

“Title to Real Estate.” Any interest in real estate, including without limitation, an estate in fee simple, fractional interests, life estate, mortgage or leasehold.

“Transfer.” The making, executing, delivery and acceptance of any document conveying or effecting any title to real estate.

Section 3 – Adoption of Uniform Parcel Identifier System

In accordance with Section 3 of Act 1 of 1988, 21 P.S. Section 333, the Board of Commissioners of Clearfield County hereby requires the implementation of a Uniform Parcel Identifier System. The system shall include a permanent record of all county tax maps with the Parcel Identifier clearly visible.

Section 4 – Depository of Tax Maps/Assigning Uniform Parcel Identifier

(a) The Clearfield County Assessment Office is hereby designated as the permanent depository for all county tax maps. The Clearfield County Assessment Office shall assign to each parcel a Uniform Parcel Identifier which shall correspond with the County tax map(s).

(b) At the request of an owner, in connection with any subdivision, lot consolidation or other transaction affecting for future transfer, mortgage, release, or other purpose, any parcel or parcels whether or not designated on a county tax map, the Clearfield County Assessment Office shall assign a Uniform Parcel Identifier to each parcel included in the proposed document. If the proposed transfer or action represents a change of size and of description of a parcel, the owner shall provide the Clearfield County Assessment Office with either a metes and bounds description prepared by a professional land surveyor as required by the Act of May 23, 1945, P.L. 913, No. 367, known as the Professional Engineers Registration Law, or a lot number and references to a recorded subdivision plan, which plan on its face shows metes and bounds prepared by a professional land surveyor. This assignment of Uniform Parcel Identifier shall take place within one day of the presentation of the request for such assignment when accompanied by the survey or subdivision plan required by this section. No metes and bounds description by surveyor or subdivision plan shall be required for any document involving a right-of-way, surface, or subsurface easement, oil, gas, or mineral lease, or other interest, or any subsurface estate.

(c) A description or plan receiving final approval by the Clearfield County Planning Commission under the Clearfield County Subdivision and Land Development Ordinance No. 95-2 as amended shall be sufficient for the purposes of this section.

(d) It shall be the obligation of the owner of the parcel to obtain the Uniform Parcel Identifier from the Clearfield County Assessment Office prior to any transfer and/or presentation of a document for recording.

Section 5 – Inclusion of Uniform Parcel Identifier in Each Deed or other Instrument

The first document affecting real estate recorded after the adoption of this ordinance shall include or be endorsed to include the Uniform Parcel Identifier assigned to the parcel or parcels being the subject of an instrument.

Section 6 – Recording Procedures – Recorder of Deeds

In accordance with Section 2 of Act 4 of 1988, P.L. 8 No. 4 Section 2, 16 P.S. Section 9781.1, the Recorder of Deeds of Clearfield County shall not record or accept for record any document unless the Uniform Parcel Identifier on the County Tax Map maintained for tax assessment purposes shall be contained in the body thereof, or shall be endorsed thereon to be recorded therewith.

Section 7 – Fees

By authority of Section 6 of Act 1 of 1988, P.L. 1 No. 1 Section 6, 21 P.S. Section 336, a fee shall be charged by the Clearfield County Assessment Office for each instrument to which a Uniform Parcel Identifier is assigned. The base fee for this purpose shall be ten (\$10.00) dollars. This fee may be altered by Resolution of the Board of Commissioners of Clearfield County enacted from time to time.

I, Maurene Inlow, Recorder of Deeds of Clearfield County, Pennsylvania, in accordance with 21 P.S. Section 333, 16 P.S. Section 9854.1 and 16 P.S. Section 9781.1, recommend that the Board of Commissioners of Clearfield County adopt and require the implementation of a uniform parcel identifier system and require endorsement or inclusion of the assigned uniform parcel identifier on all documents for recording.

RECORDER OF DEEDS
CLEARFIELD COUNTY, PENNSYLVANIA

By: Maurene E Inlow
Maurene Inlow

Date: 8-27-09