

Mappers.dbf Table Structure
Belmont County GIS, Belmont County, Ohio
January 14, 2014

mappers.dbf

Purpose of table: To serve as a table for all parcels in Belmont County that can be joined to parcel polygons based on a PIN value

Structure for table C:\dbaseweb\mappers.dbf
 Table type DBASE
 Version 4
 Number of rows 64926
 Last update 11/04/2013

Field	Field Name	Type	Length	Dec	Index
1	PIN	CHARACTER	25		N
2	PARCEL_NO	CHARACTER	12		N
3	TWP	CHARACTER	3		N
4	SEC	CHARACTER	2		N
5	T	CHARACTER	2		N
6	R	CHARACTER	1		N
7	DWG	CHARACTER	8		N
8	PARCEL	CHARACTER	12		N
9	LNAME	CHARACTER	60		N
10	FNAME	CHARACTER	40		N
11	VOL	CHARACTER	9		N
12	PG	CHARACTER	9		N
13	AC	NUMERIC	12	6	N
14	DATE_TRANS	DATE	8		N
15	DATE_UPDA	DATE	8		N
16	TYPE_DEED	CHARACTER	8		N
17	SUBDIV	CHARACTER	30		N
18	CAB	CHARACTER	4		N
19	SL	CHARACTER	4		N
20	NOTE	CHARACTER	25		N
21	MEMO1	CHARACTER	70		N
22	MEMO2	CHARACTER	70		N
23	DESC	CHARACTER	70		N
24	POOR	LOGICAL	1		N
25	SURVEYOR	CHARACTER	15		N
26	SURVEYYR	CHARACTER	4		N
27	CONAME	CHARACTER	25		N
28	OWNADD1	CHARACTER	25		N
29	OWNADD2	CHARACTER	25		N
30	OWNADD3	CHARACTER	25		N
31	PROPADD1	CHARACTER	25		N
32	PROPADD2	CHARACTER	25		N
33	PROPADD3	CHARACTER	25		N
34	ZIP	CHARACTER	9		N
35	ACREAGE	CHARACTER	6		N
36	USECODE	CHARACTER	8		N
37	LAND	CHARACTER	9		N
38	IMPROVE	CHARACTER	9		N
39	NAME	CHARACTER	60		N

** Total **

789

Field 1 – PIN

The PIN field is a 25 character alphanumeric that contains the 12 character auditor parcel number, a hyphen, and the 12 character engineer's parcel number.

This concatenation yields a unique identifier for each parcel in Belmont County, allowing a join to PIN data maintained in the parcel drawing.

Field 2 – PARCEL_NO

The 12 character auditor's parcel number. The first two numbers are the taxing district (see <http://www.belcogis.com/taxdists.htm>). The third character is a hyphen. Characters 4-8 are a 5 digit ID for the parcel or parent parcel. The ninth character is a dot or period. Characters 10 -12 are a 3 digit number representing splits from the parent tract, such as 000, 001, 002, 003, etc. Many are zeroes. This number is determined by the auditor's office. There can be multiple surveyed tracts under one parcel number, such as for adjoining tracts in a subdivision, so this number alone fails to serve as a unique ID for parcels. It is possible for a parcel to be in more than one taxing district, as along a corporation boundary, and deference is made to the auditor's designation.

Field 3 – TWP

The left 3 character uppercase letters of the political township name. Legal values are COL, FLU, GOS, KIR, MEA, PEA, PUL, RIC, SMI, SOM, UNI, WAR, WAS, WAY, WHE, and YOR.

Field 4 – SEC

The 2 character number of the section, with leading zero as necessary, in which a parcel is located. Legal values are 01-36. Sections are numbered according to the Land Act of 1785, starting with section 1 at the southeast corner and ending with section 36 at the northwest corner of each geographic township. It is possible for a parcel to reside in more than one section, such as for a lot in a recorded subdivision that spans a section line, so a choice of one is made by the Deed Transfer Clerk upon data entry.

Field 5 – T

The 2 character designation for the geographic township number in the Old Seven Ranges, with leading zero as necessary. Legal values are 01-10 for Belmont County. Townships were numbered south to north within each range from the Ohio River to the Geographer's Line in the Old Seven Ranges.

Field 6 – R

The single character designation for the Range in the Old Seven Ranges. Legal values are 2-6 for Belmont County. Ranges were numbered east to west from the Ohio River at the Pennsylvania line in 6 mile increments.

Field 7 – DWG

The 8 character uppercase alphanumeric name of the CAD drawing in which the parcel resides. This field is based on the approach of conversion of paper maps to digital with a single CAD drawing that corresponds to each paper map. That approach is being replaced gradually by a countywide CAD file containing all parcels. This reflects changing computer capability and technology that did not exist when conversion began in the late 1980's. The importance of this field will diminish as parcels are mapped in the GIS. However, it is used as a lookup value (in pdfindex.dbf) for the scanned tax maps that are online, so remains

important for that purpose. *Whenever a new manually drafted tax map is created, the sheet number must be given to the GIS office so the pdfindex.dbf can be updated.*

Legal values for parcels “out in the township” and not in subdivisions or quarter section enlargements consist of SEC plus the two character section plus the 2 character T plus the 1 character R. Example: SEC29063

Legal values for parcels “out in the township” and not in subdivisions and in quarter section enlargements consist of the quarter section designation of NEQ, SEQ, SWQ or NWQ plus the two character section plus the 2 character T plus the 1 character R. Example: NEQ21074

Legal values for lots - parcels “out in the township” and in recorded plats - consist of the first 3 characters of the township plus a 3 character number with leading zeroes of the Sheet number. Example: RIC004

Legal values for parcels in municipalities consist of the first 5 characters of the municipal name and 3 character number with leading zeroes of the Sheet number. Example: MARTI023

Field 8 – PARCEL

A 12 character alphanumeric also referred to as the “Engineer’s parcel number.” This is the value on the hand-drafted tax maps that designates the individually described tracts. For section maps, the general practice has been to start with 1 at the northwest corner of the section map, and then progress clockwise numbering tracts consecutively. The manual practice has been “outlots are circled; inlots are not.”

As splits are generated from a parent tract, the parcel value of the parent is appended with a hyphen and sequential number and assigned to the split, such as 1-1, 1-2, 1-3, 1-3-1, 1-3-2, 1-3-3, etc.

Splits are allowed for small tracts that may not comply with road frontage or other subdivision requirements, but are in the same name as an adjacent parcel, and are designated with an appended hyphen and uppercase “J” and split number. Example: 17-J-1

Outlots in recorded subdivisions are designated with uppercase “OL” and a space and the lot number. Examples: OL A; OL 2; OL B-1; OL 316-J-1

Comments

When a road is vacated and half returns to each adjoiner, the auditor and engineer should create new PARCEL_NO and PARCEL values. This has not been the norm in the past. The same applies to sectors from cul-de-sacs when the road is extended, and to alley and dedicated road vacations.

When the PARCEL_NO value and PARCEL value are concatenated with a separating hyphen, a unique parcel identification number (PIN) is created for

each parcel. The PIN will be 25 characters in length – 12 for the auditor parcel number, one for the hyphen, and 12 for the engineer parcel number.

Field 9 – LNAME

A 60 character uppercase field for the last name of the grantee on the instrument of transfer. The field has been made long enough to accommodate most company names, thereby allowing for practical alphabetization of lists by owner last name; no data is required to be in the first name field if there is no first name. Punctuation should be strongly avoided, such as apostrophes, comma and periods for SR or JR, for example. Apostrophes interfere with building search queries and should never be used. Good judgment on the part of the deed clerk should be exercised – leading articles such as A and THE could go in the first name field to expedite last name searches (The Ohio State University, for example).

Field 10 – FNAME

A 40 character uppercase field for the first name of the grantee on the instrument of transfer. See preceding comments for LNAME.

Field 11 – VOL

A 9 character alphanumeric for deed volume. This value is unknown during the transfer process, but must be collected from the Recorder's Office once the instrument of transfer is recorded and then entered. Legal values are A-Z for early deeds and 1-999999999.

Volume 991 is the highest 3-digit value in this table from December, 2006.

In April of 2005, the Recorder switched to Official Records and started over with 1 for Book number. This was done without communicating to the engineer's office so changes could be anticipated. The deed transfer program will not allow a lower value to be entered for VOL than the current record. A workaround was developed by adding 9000 to the book (VOL) value for this table. Efforts to implement a programming change and subsequent data changes have been unsuccessful so far.

Field 12 – PG

A 9 character alphanumeric for deed page. Values can be from 1-999999999.

Field 13 – AC

A numeric field 12 characters wide with up to 5 integers, and period and 6 decimal places for the area of deed record in acres. Legal values range from 0.000000 to 99999.999999, and should always be positive. Acreage for lots is zero many times, especially in older subdivisions where tax value is based on road/street frontage and lot area is not stated on the plat. However, legacy frontage values in feet can be found in the AC field for such lots and the user is cautioned to be aware of this. As the GIS is developed, comparison of the AC value against the parcel polygon area value can be made to find bogus acreages and fix them. The AC value is the value as reported by the surveyor in the parcel

description, not the geometric area of the parcel polygon, and is used for tax valuation purposes.

Field 14 – DATE_TRANS

This is a date field for the date of transfer of the instrument by the Engineer's Office. It may vary from the date of transfer in the auditor's office and recorder's office, as these are subsequent transactions. It is possible for an instrument to be transferred in the engineer's office but not transferred in the auditor's office (fee not paid, for example) or not recorded by the county recorder (instrument requirements not met, such as who prepared the deed).

Field 15 – DATE_UPDA

This is a date field and is automatically updated from the computer system date whenever a record is created or modified. Usually this reflects the date the transfer information was entered into the database; however it can also be the date an edit was made after transfer. Can never be earlier than the transfer date. User should note the computer system date from time to time to ensure correctness.

Field 16 – TYPE_DEED

This 8 character uppercase field is an attempt to collect the type of instrument being transferred. Legal values are empty, WARRANTY, CT, SURVIVOR, QC, FIDUC, TRUST, SHERIFF, AUDITOR, OTHER. Data collected could be used to determine how many of each type of instrument were transferred over a period of time. For example, the number of sheriff's deeds transferred in 2009 was 59; in 2008 was 29; in 2007 was 19; in 2006 was 6; in 2005 was 0 according to data in this field.

Field 17- SUBDIV

A 30 character uppercase field holding the subdivision name in which the parcel is located. To ensure some kind of consistency, the value added by the user is checked against the subdiv.dbf table as a valid subdivision name. If a match is found, the Cab and SI values are brought in to the current record. If duplicate values are in the lookup table, the wrong Cab and SI values can be added. This field is used in querying parcels based on the subdiv value.

Comments

There is much consternation regarding this field. This is due in part to lack of a standardized lookup table based on key fields and is complicated by divergent personalities and accompanying frustration. Apparently an attempt to standardize values in this table was not accompanied by an effort to match values in the subdiv.dbf lookup table. Work needs to be done to facilitate this process.

Field 18 – CAB

A 4 character uppercase field designating the Cabinet containing the recorded plat in the recorder's office. Legal values at this time are A-F. Each metal Cabinet contains up to 200 plastic sleeves, each with a front and back consecutively numbered Slide.

Field 19 – SL

A 4 character alphanumeric with no leading zeroes representing the Slide number in the Cabinet of recorded plats in the recorder's office. A plastic sleeve usually contains 2 plats (front and back) and slides into a groove in the metal Cabinet. The sleeves are numbered, one number on each side, in consecutive fashion, from 1 up to 400.

Comments

Multiple plats can be found at the same Slide. Cabinet B in particular has 2 plats per Slide, and a SCAN field (value 1 or 2) has been added to the subdiv.dbf table to accommodate this. However, more work needs to be done as there are instances of 3 or 4 plats on the same SCAN.

Field 20 – NOTE

A 25 character alphanumeric that provides space for the deed transfer clerk to add a note, such as LIFE ESTATE, IMP NO 1234, VACATION, 0.025 AC IN CORP, etc. This should be data that doesn't fit elsewhere in the table. Fields intended to hold their respective data should have that data in them.

Field 21- MEMO1

A 70 character field that can be used to add other information that will not fit in the NOTE field. Typically "et al" names are posted here.

Field 22- MEMO2

A 70 character field that can be used to add other information that will not fit in the NOTE field or MEMO1 field.

Field 23 DESC

A 70 character field that contains information imported from auditor data for that PARCEL_NO, such as R4 T5 S31 NW SURF 54.00A. This data may be out of date as most fields contain data from an original import in the 1990's, and may also apply to more than one surveyed tract if the auditor parcel number includes such. Hence this is not a field the transfer office needs to update, but is used mostly for reference. The AC values were pulled from this field during original import in creating this table in the 1990's to avoid typing in acreages for all parcels. This is how lot frontage values got into the AC field – a very reasonable trade-off.

Field 24 – POOR

A logical TRUE/FALSE field for flagging parcels that have a poor survey description. A parcel description is marked poor if it does not meet conveyance standards as set by the engineer and auditor. Default value is F for false. User must enter T (or Y) if description is poor. Such a parcel must be surveyed for future transfer unless it meets one of the categories specified as an exception in the conveyance standards.

Field 25 – SURVEYOR

A 15 uppercase character field for the surveyor's last name and registration number, such as SRVYDUDE (9876). Values are picked from a lookup list from the surveyor.dbf table. This field is intended to be populated whenever a new survey is used for the current deed transfer. The deed transfer program has a feature to allow the user to add a new surveyor to the lookup table during the transfer process.

Comments

It is critical that the deed transfer clerk has access to the web site of the State Board of Registration of Professional Engineers and Surveyors in order to verify current registration status of the surveyor whose name is on the deed description.

Field 26 – SURVEYYR

A 4 character numeric for the year in which the survey was performed.

*Note: Values for Fields 27-39 are imported from auditor text data based on a link using the PARCEL_NO field value and are **not** maintained by the engineer's office. When this table was set up, a text file (aplbl1.ddf) was obtained from the auditor's office that contained a fixed length row for each parcel with specific data in column specific locations in that row. An import routine was written to mirror the fields in that text file. In about 2007 the file from the auditor (now GovernmaxExtract.txt) had been changed drastically, with new field layouts and pipe delimited format. This required a rewrite of the import program. An attempt was made to import data in to the existing fields, as these are in address search routine on the Internet. A subsequent field change also occurred without warning, requiring an update to the import program. A live link to auditor data would be desirable but is not permitted.*

Field 27 – CONAME

The "in care of" name, if one exists, for tax mailing purposes.

Field 28 – OWNADD1

Usually the street address of tax mailing address, such as 12345 LOW ST.

Field 29 – OWNADD2

Usually blank.

Field 30 – OWNADD3

Usually the City, State of the tax mailing information, such as BELLAIRE OH 43906 USA.

Field 31 – PROPADD1

Usually the street address of the property, such as 123245 HIGH ST, but can be cryptic, such as BEHIND TWP 457. Used in property address searches.

Field 32 – PROPADD2

Usually blank.

Field 33 – PROPADD3

Usually the City, State of the parcel addressing information, such as BARNESVILLE OH.

Field 34 – ZIP

The zip code of the tax mailing address.

Field 35 – ACREAGE

A 6 character numeric of the parcel area in acres, seemingly to 2 decimal places with trailing zeroes to fill out the field.

Field 36 – USECODE

A 3 character numeric designating a use code. See Ohio Administrative Code 5703-25-10 Classification of real property and coding of records. Values begin with 100 and are roughly categorized as follows:

Major Use and Codes

100 to 199 Incl. Taxable agricultural real property
200 to 299 Incl. Taxable mineral lands and rights
300 to 399 Incl. Taxable industrial real property
400 to 499 Incl. Taxable commercial real property
500 to 599 Incl. Taxable residential real property
600 to 699 Incl. Exempt real property
700 to 799 Incl. Special tax abatements for improvements
800 to 899 Public Utilities

The first digit identifies the major use and the last two digits the sub-use or group. Parcels, other than exempt property, that are vacant (no structures or improvements present) shall be coded 100, 200, 300, 400 or 500 depending on the respective class unless part of an existing unit. Certain numbers are left blank to provide for future expansion.

Field 37 – LAND

Valuation of the land in this parcel.

Field 38 – IMPROVE

Valuation of the improvements on this parcel, such as a house and buildings.

Field 39 – NAME

The uppercase last name and first name values for the owner of record.