

1 **092-122018**

2 **ORDINANCE: Create Section 3.17 of the General Code of Winnebago County: Requiring**
3 **the Use of Parcel Identification Numbers (PIN) on All Documents**
4 **Pertaining to Real Estate**

5
6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, terms pertinent to the subject matter of this Resolution are defined as follows:

- 8 1. Conveyance: A transaction by which any interest in real estate is created, mortgaged, assigned, or
- 9 otherwise affected in law or in equity;
- 10 2. Recording: The filing of an authentic original official document with the Register of Deeds;
- 11 3. Document: Any written instrument (including but not limited to any deed, mortgage, map, plat, or survey)
- 12 pertaining to Real Estate; and

13 **WHEREAS**, Parcel Identification Numbers (PIN) allow a uniform system of indexing and tracking parcels of
14 land, and

15 **WHEREAS**, PINs are used by various Winnebago County Departments and the general public to locate land
16 and related information, and

17 **WHEREAS**, §59.43(7)(b), Wis Stats, permits counties to require the use of a PIN on any written conveyance
18 of any interest in real estate located in Winnebago County if an ordinance requiring the same is enacted; and

19 **WHEREAS**, requiring PINs for recordings pertaining to real estate will enhance Winnebago County's ability
20 to efficiently administer property records among the offices of Treasurer, GIS, Real Property Lister, Register of
21 Deeds, and Zoning.

22
23 **NOW, THEREFORE, BE IT ORDAINED** by the Winnebago County Board of Supervisors as follows: Create
24 Section 3.17 of the General Code of Winnebago County to read as follows:

25 **3.17 REQUIRE A PARCEL IDENTIFICATION NUMBER (PIN) ON ALL DOCUMENTS PERTAINING TO**
26 **REAL ESTATE**

- 27 1) Effective January 1, 2019, any conveyance, as defined in §706.01, Wis Stats, of any interest in real
- 28 estate in Winnebago County, shall contain reference to the Parcel Identification Number (PIN). Such
- 29 number(s) shall be required for the recording of the conveyance.
- 30 2) If the conveyance is of a newly created parcel for which a PIN has not yet been assigned, reference shall
- 31 be made to the PIN of the parcel from which the new parcel was created.
- 32 3) The Register of Deeds shall not accept for recording any conveyance of any interest in real estate which
- 33 does not contain the PIN.

34 Respectfully submitted by:
35 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

36 Committee Vote: **5-0**
37 Vote Required for Passage: **Majority of Those Present**

38 Approved by the Winnebago County Executive this ____ day of _____, 2018.

39
40
41 _____
42 Mark L Harris
43 Winnebago County Executive