

Evaluator Services and Technology

Data Codes and Descriptions

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The codes and descriptions in this document represent typical data elements used in the mass appraisal of real estate by Evaluator Services and Technology and those who use its software.

Data elements may have specific choices available, structures, numeric, or be free-form in some cases.

The codes and descriptions provided are intended for use only by EST and counties who have licensed its software; however this document will help other users of county data understand the data and information.

The selection of a particular code is determined by the processes of EST and/or the county and is not subject to appeal or challenge. The process of establishing structured coding is intrinsic to the mass appraisal process. Uniformity and consistency of application within each neighborhood is more important than a particular code.

Many data elements have little or no direct effect on market value, but are informational. Some data elements have significant effect on value, and others have nominal effect on value.

The specific components, rates, indexes, and adjustments used to determine the contributory value of any element of a property are in the sole discretion of the licensed mass appraiser (Certified Pennsylvania Evaluator - CPE).

In any real estate appeal, only the total value can be appealed.

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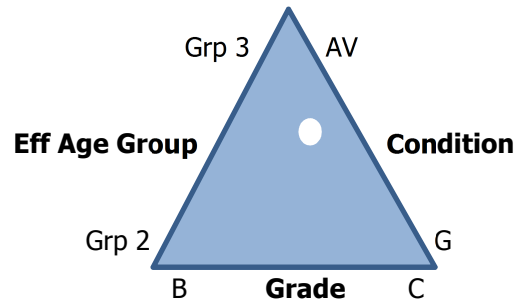


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EST Triad

EST Triad

The EST triad consists of three judgements that a licensed mass appraiser considers to refine the value of a dwelling. The three elements are effective age group, condition and quality grade. They are evaluated together to weigh reasonable ranges of home quality, condition, and level of renovation. The market model is derived from validated sales within the area.



Effective Age Group

Effective age is an appraiser's estimate of how much life is left or how old a structure appears and is influenced by level of renovations, upkeep, repairs, or lack thereof. Homes are placed into one of five groups for the neighborhood. Effective age group may or may not represent the actual or chronological age. The Effective age groups are 1 through 5 with 1 being the oldest and 5 being the newest.

Condition

Condition is the appraiser's opinion of the physical condition of the structure. Following is a list of condition codes in order from the poorest to the best:

Condition Codes

CODE	SHORT DEFINITION
UN	Unsound
VP	Very Poor
P	Poor
F	Fair
AV	Average
G	Good
VG	Very Good
EX	Excellent

Grade

Grade is the appraiser's judgement of the quality of a structure. The appraiser considers quality of building materials, quality of workmanship, and architectural design. The grade can be anywhere from an A+ to an E- with A+ as the higher quality and E- as the lower quality.

Residential Codes and Descriptions

Tax Status Codes

CODE	DEFINITION
C	County-held property
R	Repository property
T	Taxable property
X	Exempt property

Special ID Codes

CODE	DESCRIPTION
1	Building on Leased Land (Example: dwellings, commercial buildings, etc.)
2	Mobile Home on Leased Land
3	Condominium Unit
4	Undivided Part Interest
5	Coal, Oil, Gas, Mineral
6	Part Taxable, Part Exempt
7	Public Utility with Split Exempt Status
8	Wireless Service Facility on Leased Land or Structure
9	99 Year Leasehold
10	Wind Turbine – on Leased Land

Land Use Codes

Residential		Fast Food – National Chain.....	324
Living Oriented		Fast Food – General.....	325
Residential Vacant Land.....	100	Ice House.....	326
Residential 1 Family.....	101	Bar/Lounge/Tavern.....	327
Residential 2 Family.....	102	Night Club/Dinner Theater.....	328
Residential 3 Family.....	103	Catering.....	329
Residential 4 Family.....	104	Automotive Oriented	
Mixed Residential/Commercial.....	105	Auto Dealer – Sales Only.....	330
Condominium (Common Element).....	106	Auto Dealer – Full Service.....	331
Condominium (Fee Simple).....	107	Auto Service Station.....	332
Mobile Home.....	108	Service Station with Bays.....	333
Auxiliary Improvements.....	109	Service Station without Bays.....	334
Unsound Residential Structure.....	110	Truck Stop.....	335
Residential – Apartment Over Garage, Barn, Stable.....	111	Car Wash (Manual).....	336
Agricultural (with buildings).....	112	Car Wash (Automatic).....	337
Agricultural (without buildings).....	113	Parking Garage/Deck.....	338
Residential Apartment over Garage (10+ Acres).....	114	Parking Lot – Paved.....	339
Non-Agricultural 10+ Acres with Building.....	115	Parking Lot – Gravel.....	340
Non-Agricultural 10+ Acres Vacant Land.....	116	Miscellaneous	
Mountain 10+ Acres with Building.....	117	Regional Shopping Mall.....	341
Mountain 10+ Acres Vacant Land.....	118	Community Shopping Center.....	342
10+ Acres Unsound.....	119	Neighborhood Shopping Center.....	343
Parsonage.....	120	Strip Shopping Center.....	344
Seasonal.....	121	Discount Department Store.....	345
Residential Apartment Subsidized.....	122	Department Store.....	346
Large Vacant Tracts with Unknown Potential.....	123	Supermarket.....	347
Clean & Green (Ag Use – Improved).....	124	Convenience Food Market.....	348
Clean & Green (Ag Use – Vacant).....	125	Medical Office.....	349
Clean & Green (Reserve – Improved).....	126	Commercial Airport.....	350
Clean & Green (Reserve – Vacant).....	127	Bank.....	351
Clean & Green (Forest – Improved).....	128	Savings Institution.....	352
Clean & Green (Forest – Vacant).....	129	Office Building Low Rise (1 - 4 stories).....	353
Apartments		Office Building High Rise (5 stories or more).....	354
Apartment Vacant Land.....	200	Office Condominium.....	355
Residential on Apartment Value Land.....	201	Retail Condominium.....	356
Apartments – Residential Conversion (5+).....	202	Laundry/Dry Cleaner.....	357
Apartments Garden (3 story and under).....	211	Kennel.....	360
High Rise Apartments.....	212	Funeral Home.....	361
Apartment Townhouse.....	214	Veterinary Clinic.....	362
Commercial Apartment Subsidized.....	222	Legitimate Theater.....	363
Commercial		Motion Picture Theater.....	364
General Commercial Vacant Land.....	300	Cinema/Theater.....	365
Residential Structure on Comm. Value Land.....	301	Radio, TV, or Motion Picture Studio.....	366
Mobile Home Park.....	302	Social/Fraternal Hall.....	367
General Commercial.....	303	Hangar.....	368
Campground.....	304	Day Care Center.....	369
Equipment Rental.....	305	Greenhouse/Florist.....	370
Auction House.....	306	Multi-Purpose	
Unsound Commercial Structure.....	310	Downtown Row Type.....	371
Assisted Living.....	311	Retail – Single Occupancy.....	373
Beauty Salon/Barbershop.....	312	Retail – Multiple Occupancy.....	374
Bed and Breakfast.....	313	Non-Retail – Multiple Occupancy.....	375
Hotel/Motel High Rise.....	314	Sport and Health	
Hotel/Motel Low Rise.....	315	Dance Studio.....	380
Nursing Home.....	316	Bowling Alley.....	381
Retirement Community.....	317	Skating Rink.....	382
Boarding/Rooming House, Fraternity, Sorority.....	318	Health Spa.....	383
Commercial – Mixed Use.....	319	Sports Complex Facility – Indoor.....	384
Food and Beverage		Sports Complex Facility – Outdoor.....	385
Restaurant – General.....	321	Community Center.....	386
Restaurant – National Chain.....	322	Country Club (without Golf Course).....	387
Food Stand.....	323	Club House.....	388

Land Use Codes

Golf Course.....	389	Plastics Manufacturing.....	455
Amusement Park.....	390	Plastic Products – Special Tools.....	456
Miscellaneous Storage		Graphic Arts (Print Shop, Engraving).....	457
Cold Storage Facility.....	391	Pulp and Paper.....	458
Lumber Storage.....	392	Stone, Gravel, Quarries, Shale, etc.....	459
Auxiliary Improvement C/I.....	393	Railroad Car Manufacturing.....	460
Maintenance Facility.....	394	Rubber Manufacturing – Tire Recapping.....	461
Truck Terminal/Transit Warehouse/Distribution		Shoe Manufacturing.....	462
Warehouse.....	395	Steel Mill.....	463
Mini-Warehouse.....	396	Steam Generating Plant.....	464
Office/Warehouse.....	397	Saw Mills – Permanent.....	465
Warehouse.....	398	Saw Mills – Temporary.....	466
Warehouse, Prefabricated.....	399	Textile Manufacturing.....	467
Industrial		Tobacco Products Manufacturing.....	468
Vacant Industrial.....	400	Woodworking Shop.....	469
Manufacturing/Processing.....	401	Wire Products Manufacturing.....	470
Recycling/Salvage/Junk Yard.....	402	Miscellaneous Manufacturing.....	471
Landfill.....	403	Subsurface Mineral – Active.....	472
Research and Development.....	405	Subsurface Mineral – Reserve.....	473
Aircraft Engine.....	411	Institutional/Special Purpose	
Aluminum and Foil Manufacturing.....	412	Vacant, Exempt Land.....	600
Asphalt Plant.....	413	Cemetery.....	601
Automobile Parts Manufacturing.....	414	Post Office.....	602
Bakery.....	415	Federal/State Building.....	603
Bottling Plant.....	416	Other Miscellaneous, Exempt.....	604
Broom Manufacturing.....	417	Food Bank/Charitable.....	605
Candy Manufacturing.....	418	Federal Parks/Game Lands.....	606
Cement Manufacturing.....	419	State Parks/Game Lands.....	607
Concrete Manufacturing.....	420	Local Parks/Game Lands (County, Muni, Assoc.).....	608
Chemical Plant.....	421	Playground.....	609
Clay Products.....	422	Recreational/Health.....	610
Clothing Manufacturing (excluding leather/rubber).....	423	Library.....	611
Coal Processing Plant.....	424	School.....	612
Compressor Station (not public utility).....	425	College and University.....	613
Dairy.....	426	Veteran, Exempt.....	614
Dental and Medical Lab Manufacturing.....	428	Religious.....	620
Electronic Components Products Manufacturing.....	429	Auditorium.....	630
Electrical Equipment Manufacturing.....	430	Hospital.....	640
Feed and Flour Manufacturing.....	431	Emergency Services (Police/Fire Station/Ambulance)....	660
Foundry Products.....	432	Correctional.....	670
Food Processing.....	433	Cultural Facilities.....	680
Glass Manufacturing.....	434	Rail/Bus/Air Terminal.....	690
Glass Manufacturing Using Special Tools.....	435	Infrastructure/Utilities	
Grain and Milling Products Manufacturing.....	436	Utility – Vacant Land.....	700
Ice Plant.....	437	Water System.....	701
Leather Products Manufacturing.....	438	Gas Distribution System.....	702
Liquefied Natural Gas Plant.....	439	Electric Company.....	703
Logging, Cutting of Timber.....	440	Telephone Company.....	704
Machinery and Equipment Manufacturing.....	441	Railroad.....	705
Meat Packing and Slaughterhouse.....	442	Pipeline.....	706
Metal Working.....	443	Sewage Treatment.....	707
Mining, Deep.....	444	Fuel Storage and Distribution.....	708
Mining, Strip.....	445	Telephone Equipment Building.....	710
Natural Gas Extracting Facility.....	446	Telephone SRV Garage.....	715
Nickel Manufacturing.....	447	Radio/TV Transmitter Building.....	720
Newspaper Plant.....	448	Wireless Service Facility on Leased Land.....	721
Oil and Gas Pipeline (not public utility).....	449	Wireless Service Facility with Land.....	722
Optical Manufacturing.....	450	Land Leased to Wireless Service Facility.....	723
Paint Manufacturing.....	451	Land Leased to Wind Turbine.....	724
Paper Finish and Converting.....	452		
Petroleum Refinery.....	453		
Pipeline Manufacturing.....	454		

Name Extensions

Name Extensions		
ET AL (And Others)	JR (Junior)	SR (Senior)
ET UX (And Wife)	II, III, IV	ESTATE
TRUSTEE	TRUST	
Business Name Extensions		
Assn (Association)	Inc (Incorporation)	Natl (National)
Assoc (Association)	Inst (Institute/Institution)	Twp (Township)
Auth (Authority)	LLC (Limited Liability Corporation)	Org (Organization)
Corp (Corporation)	LLP (Limited Liability Proprietorship)	

Property Type Codes and Descriptions

PROPERTY TYPE	DESCRIPTION	ACREAGE
R	Buildings (usually residential - includes duplexes and an apartment over a garage, apartment over a barn, or apartment over a stable).	Less than 10 acres
RA	Residential single family dwelling converted into two, three, or four independent living units (includes two or three apartments over a garage, barn, or stable). This will not include a commercial secondary card.	Less than 10 acres
RC	Residential with some commercial function. (This may or may not include a commercial secondary card.)	Less than 10 acres
RL	Vacant lot with leasehold "dwelling", at least one leasehold building has water or sewer in-use.	Less than 10 acres
RO	Residential - out-buildings only.	Less than 10 acres
RS	Seasonal - occupied less than 50 percent of the year (cottages, chalets, and cabins).	Less than 10 acres
RT	Mobile home - with land (one owner).	Less than 10 acres
RX	Residential - Exempt.	Less than 10 acres
T	Mobile home - no land (leasehold).	--
TX	Mobile home - Exempt - no land (leasehold).	--
L1	Vacant lot.	Less than one acre
L2	Vacant lot.	One acre or more, but less than five acres
L3	Vacant lot.	Five acres or more, but less than ten acres
LL	Vacant lot with leasehold building, no water or sewer in-use. (not a dwelling)	Less than 10 acres
LX	Vacant lot - Exempt.	Less than 10 acres
V	Vacant land.	10 acres or more
VS	Vacant land with a recorded subdivision plan.	10 acres or more
VL	Vacant land with leasehold building, no water or sewer in-use. (not a dwelling)	10 acres or more
VX	Vacant land - Exempt.	10 acres or more

Property Type Codes and Descriptions continued...

PROPERTY TYPE	DESCRIPTION	ACREAGE
A	Residential with buildings (includes duplexes and an apartment over a garage, apartment over a barn, or apartment over a stable).	10 acres or more
AA	Residential single-family dwelling converted into two or three independent living units (includes two, three, or four apartments over a garage, barn, or stable). This will not include a commercial secondary card.	10 acres or more
AC	Residential buildings, but with some commercial function. (This may or may not require a commercial secondary card.)	10 acres or more
AL	Vacant land with a leasehold "dwelling", at least one leasehold building has water or sewer in-use.	10 acres or more
AO	Residential - out-buildings only.	10 acres or more
AS	Seasonal - occupied less than 50 percent of the year (cottages, chalets, and cabins).	10 acres or more
AT	Residential with mobile home.	10 acres or more
AX	Residential - Exempt (10+ Acres).	10 acres or more

Dwelling Type Codes and Descriptions

CODE	DWELLING TYPE	DESCRIPTION
1	DETACH	Single Family: This describes the majority of dwellings, usually single-family homes including an apartment over a garage, an apartment over a barn, an apartment over a stable, and earth homes (these structures are dwellings built into the side of a hill with very little exposure of the livable area).
3	ROW	Unit in Row House: This describes homes that are three or more units, usually in a downtown area where the houses are built separately, yet joined with a common wall.
4	TOWN	Unit in Town House: This describes a single building composed of numerous living areas designed as a group of houses. Each unit is individually-owned.
5	CONDO	Condominium Unit: This describes one massive structure divided into individual apartment units. Each unit is individually-owned.
6	CO-OP	Cooperative Unit: This describes a multi-apartment building where each unit is owned and deeded separately.
7	MULTI	Two or Three Apartments: This describes a building that has separate apartment units (usually one owner). This may also be property type "RA" which is two to three apartment units.
8	MODULR	Modular Home on Foundation: This describes a detached <u>prefabricated</u> dwelling with multiple sections that is assembled on site. If a steel undercarriage is used to transport the modular, it is usually removed when the unit is placed on a foundation.
*9	MFG-DW	Double-Wide Mobile Home: This describes a manufactured double-wide mobile home structure on a metal frame with or without wheels in place. This must be connected to sewer, water, and electric. (Leasehold or secondary only.)
*10	MFG-SW	Single-Wide Mobile Home: This describes a manufactured single-wide mobile home structure on a metal frame with or without wheels in place. This must be connected to sewer, water, and electric. (Leasehold or secondary only.)
11	UNDRGRND	Under Grade-Level Dwelling: This describes a detached structure usually built as a foundation, either at street or basement level. Earth homes are to be coded as <i>DETACH</i> .
12	SEMI-D	Semi-Detached: This describes two structures attached to each other with a common wall, not built as a duplex, and not attached to any other structure on either end.

CODE	DWELLING TYPE	DESCRIPTION
13	MANUF	Manufactured: This describes a detached prefabricated and pre-finished residential structure built on steel undercarriages with necessary wheel assemblies to be transported to permanent or semi-permanent sites. The steel undercarriage is typically a necessary structural component to differentiate between a higher-quality manufactured home and a modular home. (Any mobile home on its own land will be classified as manufactured.)
14	DUPHLF	Duplex – Half (Two Family): This describes two homes under one building, side by side. It is usually a one or two story house with two entrances. If the dwelling were split in half, both sides would be almost identical. One-half is usually lived in or owned by one family; the other half is lived in or owned by another family. Both halves may or may not be owned by the same family. However, each half is on a separate parcel and each is recorded on a separate deed. Most duplexes were built since 1950. Dwelling type code “14” (Duplex – Half) corresponds with property type “R,” not “RA.”
15	DUPDBL	Duplex – Double (Two Family): This describes two homes under one building, side by side. It is usually a one or two story house with two entrances. If the dwelling were split in half, both sides would be almost identical. Both halves are owned by the same family, on one parcel, and recorded on one deed. Most duplexes were built since 1950. Dwelling type code “15” (Duplex – Double) dwelling type code corresponds with property type “R,” not “RA.”
16	ROWEND	End Unit of Row Homes: This describes homes that are three or more units, usually in a downtown area where the houses are built separately, yet joined with a common wall. See also ROW.
17	TWNEND	End or Special Unit of Town House Complex: This describes a single building composed of numerous living areas designed as a group of houses. Each unit is individually-owned. See also TOWN.
18	CNDEND	Special Unit within a Condominium Complex: This describes one massive structure divided into individual apartment units. Each unit is individually-owned. See also CONDO.

Stories Group Codes

CODE	DESCRIPTION
1	One-story.
2	Two stories.
Z	Two and one-half stories.
3	Three stories.
4	Four stories.
B	Bi-level. A bi-level is also called a split foyer. Additional information on sketching bi-levels is detailed later in this manual.
S	Split-level. Additional information on sketching split-levels is detailed later in this manual.
A	One and one-half stories (flatter roof without dormer windows, finished attic) - upper level is 33 percent of lower level area.
F	One and one-half stories (steep roof with or without small dormer windows) - upper level is 50 percent of lower level area.
H	One and one-half stories (with a large dormer window on one side) - upper level is 67 percent of lower level area.

Exterior Wall Codes

CODE	SHORT DESCRIPTION	DEFINITION
AB	Asbestos	Asbestos
AL	Aluminum	Aluminum
AS	Asphalt	Asphalt (also insulated brick)
BL	Block	Block
BR	Brick	Brick
CN	Cncrt	Concrete
CM	Composit'n	Composition (also pressed wood)
D	Dryvit	Dryvit
G	Glass	Glass
L	Log	Log
MA	Masonite	Masonite
ME	Metal	Metal
O	Other	Other – describe in <i>Remarks</i> box
PF	PrefabSB	Prefab Stone/Brick
SC	Stucco	Stucco
SI	Siding	Siding (non-specific)
SN	Stone	Stone
TI	Tile	Tile
TP	T111 Ply	T-111 Plywood
V	Vinyl	Vinyl
W	Wood	Wood

Interior vs. Exterior Condition Codes

CODE	DEFINITION
B	Better overall condition than the exterior.
S	Comparable condition to the exterior.
L	Worse overall condition than the exterior.

Basement Percentage Codes

CODE	SHORT DEFINITION	DEFINITION
0	SLB	Slab
1	25	1 - 25%
2	50	26 - 50%
3	75	51 - 75%
4	100	76 - 100%
5	CRL	Crawl Space
6	PI	Piers
7	BI	Bi-Level

Basement Exposure Codes and Descriptions

CODE	DESCRIPTION
Walkout	Fully exposed basement with access via ground-level door. Typically has glass door and/or larger windows.
Egress	Emergency exit-capable windows, no door. Includes basements with partial exposure windows and/or window-well windows that allow 5.7 sqft of clear area for escape.
Bilco	Basement access through bilco door, cellar door, or other below grade entry. May or may not also have small windows.
Windows	Windows only. No door or egress possible.
None	No access or windows into basement. This choice also applies to non-basements.

Heat Distribution Types and Codes

CODE	DEFINITION	CODE	DEFINITION
EL	Electric	RA	Radiant
F	Forced Air (also Hot Air)	SP	Space
HP	Heat Pump	ST	Steam
HW	Hot Water	SV	Stove
NO	None	U	Unknown

Heat Source Codes

CODE	DEFINITION	CODE	DEFINITION
C	Coal	O	Oil
E	Electric	PG	Propane Gas
GT	Geo-Thermal	S	Solar
K	Kerosene	U	Unknown
N	None	W	Wood
NG	Natural Gas		

Central A/C Type Codes

CODE	DEFINITION
AC	Air Conditioning Only (does not heat)
HP	Heat Pump (including air conditioning)
NO	None

Mobile Home Class Codes

CODE	DEFINITION
L	Luxury
D	Deluxe
S	Standard
E	Economy
R	RV

Neighborhood Type Codes

CODE	DESCRIPTION	CODE	DESCRIPTION
APT	Apartment/Condominium Complex	MHPK	Mobile Home Park
BC	Business Cluster	MIX	Mixed Residential/Commercial
CBD	Central Business District	PCBD	Perimeter Central Business District
CIP	Commercial/Industrial Park	RES	Residential Area (Neighborhood/Spot)
GATE	Gated	RUR	Rural Area
HIST	Historical Area	TC	Townhouse Complex
IND	Industrial Site		

Lot Type Codes

CODE	DESCRIPTION
Co	Corner Lot - Lot is located at a street intersection with frontage on two sides.
Cu	Cul-de-sac - Lot is irregular in shape and is located on a cul-de-sac.
I	Interior - Lot is bordered on two sides by adjacent lots.
Re	Rear - Lot does not have street or road frontage. Access is an adjacent parcel.
Ru	Rural - Lot is located in a non-developed area.

Terrain Codes

CODE	DESCRIPTION
L	Level - Property is level to the access roadway.
Lo	Low - Property has a low terrain.
R	Rolling - Property is comprised of many small hills.
S	Steep - Property has excessive grade as compared to the access roadway - greater than 25 percent.
Sw	Swampy - Property is wet or has a marsh or bog.

Sewer Codes

CODE	DESCRIPTION
A	Approved - Approved for Sewer (not yet installed)
CP	Cesspool - Property has a deep hole for sewage drainage, usually covered.
C	Community Sewer - Community system is in use on the property (system serves neighborhood).
D	Perk Denied - Property will not perk and has been denied a septic permit.
H	Holding Tank - Property has a holding tank.
P	Public Sewer - Public sewer is available to the property.
SA	Sand Mound - Property has a sand mound.
S	Septic Tank - Property has a private sewer (septic tank).
U	Unknown - Sewer type is unknown.

Water Codes

CODE	DESCRIPTION
C	Community Water – Community water system is in use on the property (system serves neighborhood)
CI	Cistern - Property has a receptacle for holding water.
N	None - Property does not have water available to the property.
P	Public Water - Public water is available to the property.
SH	Shared - Property has a shared water system.
SP	Spring - Property has a natural spring.
W	Well - Property has a private well.

Road Type Codes

CODE	DESCRIPTION
A	Alley - A narrow back street between blocks.
D	Dirt/Gravel - No road/street surface improvements (dirt) or only semi-improved (gravel) - Semi-Improved.
I	Impassable - Street/road is impassable.
L	Landlocked - Property is inaccessible from any type of street/road.
O	One Way - Primary fronting street/road has a traffic flow in only one direction.
P	Paved Road - Street/road is surfaced with concrete, blacktop, or something comparable.
PR	Proposed - Street/road does not exist, but is planned and approved for the future.
PV	Private - Private road (paved or gravel) - no public maintenance.

Utilities Available Codes

CODE	DESCRIPTION
G	Natural Gas (not a propane tank)
N	None - No public utilities available to the property
S	Sewer
W	Water

Waterfront Codes

CODE	DESCRIPTION
D	Dock, boathouse, or other structure over the water
N	No waterfront
R	Remote right of way over another (even non-adjoining) property
S	Shoreline/beach access on property
Y	Yes, but no direct access due to terrain

Tree Cover Type Codes

CODE	DEFINITION
H	Heavily Wooded - Fifty percent (50%) or more of the property is covered with trees.
O	Open - There are no trees on the property. All city lots are classified as "O."
P	Partial Tree Coverage - Less than fifty percent (<50%) of the property is covered with trees.

Perk Test Result Codes

CODE	SHORT DEFINITION	DEFINITION
A	A	Approved (type unknown)
A-B	A-ESB	Approved - Elevated Sand Bed
A-H	A-HT	Approved - Holding Tank
A-M	A-ESM	Approved - Elevated Sand Mound
A-P	A-SP	Approved - Special (describe on <i>Screen T (Text/Remarks)</i>)
A-S	A-STD	Approved - Standard Sub-Soil System
A-T	A-EST	Approved - Elevated Storage Tank
D	DENY	Denied

Sketch Codes (single and combination codes)

CODE	DEFINITION
1	One-story (or enclosed porch used as living area (heated))
1B	One-story over a basement or an enclosed porch (heated) over a basement
1C	One-story over a carport
1D	One-story over a deck
1E	One-story over an enclosed porch (unheated)
1G	Living quarters (one story) over garage
1L	One story over finished lower level (Bi-levels or Split-levels)
1M	One-story apartment over a barn, stable, or other out-building
1P	Enclosed porch (heated) over open porch; one story over open porch; one story over patio
1U	One-story over unfinished living area (Bi-levels or Split-levels)
2	Two stories; enclosed porch (heated) over enclosed porch (heated); one story over enclosed porch (heated)
2B	Two stories over a basement
2G	Two stories over a garage
2M	Two-story apartment over a barn, stable, or other out-building
2P	Two stories over an open porch
2U	Two stories over unfinished living area (Bi-levels or Split-levels)
3	Three stories; two-story over an enclosed porch (heated)
3B	Three stories over a basement
4	Four stories
4B	Four stories over a basement
A	One and one-half stories (flatter roof without dormer windows, finished attic) - 1.33 times the lower level area
AB	One and one-half stories over a basement
AC	One-half (½) story of living area (33 percent of the lower level area) over a carport
AD	One-half (½) story of living area (33 percent of the lower level area) over a deck
AE	One-half (½) story of living area (33 percent of the lower level area) over an enclosed porch
AG	One-half (½) story of living area (33 percent of the lower level area) over a garage
AM	One-half (½) story apartment (33 percent of the lower level area) over a barn, stable, or other out-building
AP	One-half (½) story of living area (33 percent of the lower level area) over an open porch
B	Basement Only
C	Carport
CB	Carport over a basement
CG	Carport over a garage

Sketch Codes Continued...

CODE	DEFINITION
D	Deck
D1	Deck over a one-story
D2	Deck over a two-story
DB	Deck over a basement
DC	Deck over a carport
DD	Deck over a deck
DE	Deck over an enclosed porch (unheated)
DG	Deck over a garage
DM	Deck over a barn, stable, or other out-building
DP	Deck over an open porch
E	Enclosed porch (unheated)
E1	Enclosed porch (unheated) over a one-story
E2	Enclosed porch (unheated) over a two-story
EB	Enclosed porch (unheated) over a basement
EC	Enclosed porch (unheated) over a carport
ED	Enclosed porch (unheated) over a deck
EE	Enclosed porch (unheated) over an enclosed porch (unheated)
EG	Enclosed porch (unheated) over a garage
EM	Enclosed porch (unheated) over a barn, stable, or other out-building
EP	Enclosed porch (unheated) over an open porch
F	One and one-half stories (steep roof with or without small dormer windows) - 1.50 times the lower level area
FB	One and one-half stories over a basement
FC	One-half (½) story of living area (50 percent of the lower level area) over a carport
FD	One-half (½) story of living area (50 percent of the lower level area) over a deck
FE	One-half (½) story of living area (50 percent of the lower level area) over an enclosed porch
FG	One-half (½) story of living area (50 percent of the lower level area) over a garage
FM	One-half (½) story apartment (50 percent of the lower level area) over a barn, stable, or other out-building
FP	One-half (½) story of living area (50 percent of the lower level area) over an open porch
G	Garage
G1	Garage over one story
GB	Garage over a basement
GE	Garage over an enclosed porch (unheated)

Sketch Codes Continued...

CODE	DEFINITION
GG	Garage over a garage
GU	Garage over unfinished area
H	One and one-half stories (with large dormer window on one side) – 1.67 times the lower level area
HB	One and one-half stories over a basement
HC	One-half (½) story of living area (67 percent of the lower level area) over a carport
HD	One-half (½) story of living area (67 percent of the lower level area) over a deck
HE	One-half (½) story of living area (67 percent of the lower level area) over an enclosed porch
HG	One-half (½) story of living area (67 percent of the lower level area) over a garage
HM	One-half (½) story apartment (67 percent of the lower level area) over a barn, stable, or other out-building
HP	One-half (½) story of living area (67 percent of the lower level area) over an open porch
M	Out-building attached to a dwelling
O1	Open over one story
P	Open porch; roof over concrete; canopy; canopy over patio; screened porch
P1	Open porch over a one-story
P2	Open porch over a two-story
PB	Open porch over a basement
PC	Open porch over a carport
PD	Open porch over a deck
PE	Open porch over an enclosed porch (unheated)
PG	Open porch over a garage
PM	Open porch over a barn, stable, or other out-building
PP	Open porch over an open porch
S	Slab; stoop; patio
S1	Slab over a one-story
S2	Slab over a two-story
SB	Slab, stoop, or patio over a basement
SG	Slab, stoop, or patio over a garage
SP	Slab over an open porch
U	Unfinished area
UG	Unfinished bonus room (33 – 67 percent of the lower level) over a garage
Z	Two and one-half stories (2.5 times the lower level area)
ZB	Two and one-half stories over a basement

Sketch Codes Continued...

CODE	DEFINITION
ZC	One and one-half stories over a carport
ZD	One and one-half stories over a deck
ZE	One and one-half stories over an enclosed porch
ZG	One and one-half stories over a garage
ZL	One and one-half stories over a lower level living area
ZP	One and one-half stories over an open porch
ZU	One and one-half stories over unfinished living area

Outbuilding Type Codes

CODE	SHORT DESCRIPTION	OUT-BUILDING TYPE	DESCRIPTION
1	DAIRYBN	Dairy Barn	Building uniquely designed for sheltering cows. Capability for short-term hay and grain storage.
2	MILK HSE	Milk House	Building uniquely designed for milk processing, cooling, and storage.
3	HOG BARN	Hog Barn	Uniquely designed environmental barn provided for farrowing, raising, and fattening hogs.
4	POULTRY	Poultry House	Building uniquely designed for broiler and layer production. Newer buildings are environmentally controlled.
5	HORSE BIN	Horse Barn	Building uniquely designed for the housing of horses. Generally use boards, plywood, or metal as exterior finish applied over a pole or steel frame. Some interior partitions.
6	LIVESTCK	Livestock Barn	Designed for livestock shelter. Usually open on one side with wood or metal siding attached to poles or a steel frame, with inexpensive asphalt or dirt floor, feeders for the livestock and end-all doors. Typically used for beef, sheep, dairy heifers, horses, and hogs. Classify fox pens as "Livestck" also.
7	MACHSHED	Machine/Implement Shed (Flat Barn)	Generally a one-level building designed for the storage and maintenance of equipment. Walls are usually block, metal, or wood over the frame.
8	BANKBARN	Bank Barn	A barn built into a hillside with a back entrance at the second floor level. A bank barn is always to be coded as a two story. May be used for storage, dairy, or livestock.
9	SHED OPN	Open Shed	These structures are open shelters designed for the storage of hay or other materials. They have wooden or steel roofs on either trusses or rafters. The primary support for the structure is either poles or posts. No walls and the floor is dirt.
10	SHED CLS	Closed Shed (100+ S.F.)	These are utility buildings that usually have many uses. Is a light shell with minimum windows and interior finish. Usually no floor, yet with a sloped roof.
11	GARAGE	Detached Garage	These buildings are usually located beside the main house. Designed for storage of automobiles. Minimum lighting and plumbing.
12	FIN/GAR	Finished Area over Garage (see note)	This section of the building could also be called a loft. The average quality are open, with little detail, with minimum shop space and working area.

Outbuilding Type Codes Continued...

CODE	SHORT DESCRIPTION	OUT-BUILDING TYPE	DESCRIPTION
13	CARPORT	Detached Carport	An open-sided shelter for an automotive vehicle. Formed by a roof projecting from the side of a building.
14	GREENHSE	Permanent Greenhouse	A structure, primarily of glass with cinder or concrete block foundation in which temperature and humidity can be controlled for the cultivation or protection of plants.
15	SWIMPOOL	Swimming Pool (in ground)	A structure, often a concrete-lined <u>excavation</u> of different shapes, which is filled with water and used for swimming.
16	M SHEDS	Miscellaneous Shed(s) (Under 100 S.F.)	Small structures used for storage of small equipment, tools, or any other materials. Minimum quality of construction.
17	OTHER	Other	Describe in <i>Remarks</i> .
18	SHOP	Maintenance/ Equipment Shop	A building designed for repairing machinery and equipment.
19	TOOLSHED	Tool, Wood, or Supply Storage	These structures are typically designed with four exterior walls of either wood frame or steel construction. The exterior cover ranges from stucco, wood, or metal siding. Floors are either concrete, wood, or dirt. It is a weatherproof structure designed for closed storage of building materials, tools, or other supplies. Most often associated with a residential property.
20	MILK PAR	Milking Parlor	These building are designed for the milking of cows and first stage milk processing. Usually built of masonry or wood frame construction, they have contoured concrete floors with tile finishes. The better quality have high level lighting, cow washes, restrooms, showers, pipe stanchions and milk piping.
21	FREESTAL	Free Stall Barn	These structures generally use boards, plywood, or metal as exterior finish applied over a pole, box, or steel frame. Designed to shelter livestock and dairy in different compartments with no partitions. Typically, there is minimum electrical, plumbing or heating.
22	STABLE	Horse Stable	These are uniquely designed for the care and housing of horses. The better qualities are highly decorative and include stone, brick, brick veneer, or wood as the exterior finish. Interiors have finished stalls, with restrooms and lounge, and quality finished throughout. Good lighting and water services are also included. The lower quality use block or low-cost wood finishes on the walls and low-cost roof systems. Most of the floors are dirt.

Outbuilding Type Codes Continued...

CODE	SHORT DESCRIPTION	OUT-BUILDING TYPE	DESCRIPTION
23	ARENA	Clear Span Arena	These buildings include a simple clear span riding or exercise area with some stabling facilities. The buildings are usually built of masonry, wood frame, or metal construction.
24	POLEBLDG	Utility Building (often pole)	These buildings have many uses (feed storage, equipment storage, etc.). Light shell with minimum openings and no floor. These buildings are usually lighter than industrial or warehouse buildings.
25	PAVILION	Pavilion	A roofed structure, sometimes ornamental, used for amusement or shelter.
26	BOATDOCK	Boat Dock	A group of piers with a platform on a waterfront that serves as a general landing area for ships or boats.
27	TRAILER	Trailer Used as Storage	Usually a trailer not being hooked to any kind of public utilities. The interior could be totally gutted and only used for storage.
28	LEAN-TO	Lean-To	Designed for livestock or material shelter. They are open on one side with wood or metal siding attached to another bigger structure or barn. They usually have a dirt floor and are supported by poles or a very rustic frame.
29	POOL HSE	Pool House	A utility building used for housing the pool pump, filters, and supplies for maintaining swimming pools, or landscaping pools or ponds.
30	BATH HSE	Bath House	These buildings contain showers and dressing rooms for bathers, usually with no added amenities.
31	SOFT TOP	Soft Top/Hoop Building/Greenhouse	A semi-permanent structure with a soft top. Walkways, appendages, and anchors are permanent and will have adequate electrical fixtures for machinery and lighting. This is not to be confused with inexpensive residential greenhouses.
32	WTR REC	Waterfront Finished Area	A building constructed of any material, designed to provide a recreational room and related amenities. No sewer or water hook-ups. Interior is finished with paneling, carpet, etc. May or may not have water vehicle storage. Structure is in proximity to or over water.
33	BOAT HSE	Boat House without Finished Area	A wood or metal structure of any size, designed to store boats or other water vehicles. May include storage racks. Unfinished interior with no water or sewer hook-ups. Structure is in proximity to or over water.

Outbuilding Type Codes Continued...

CODE	SHORT DESCRIPTION	OUT-BUILDING TYPE	DESCRIPTION
34	RUN-IN	Run-In Shed	A three sided shed with an open front that provides horses and other farm animals with a temporary shelter from weather elements.
35	SLAB	Slab (Hardscape)	The permanent, man-made features of a landscape made from stone, brick, cement, etc, rather than plants. Slabs are to be sketched when attached to the dwelling.
36	DECK	Deck	A flat surface capable of supporting weight, similar to a floor, but typically constructed outdoors, often elevated from the ground, and may connect to another out-building such as an above ground pool. Decks are to be sketched when attached to the dwelling.
37	SPORTSCT	Sports Court	A cement, sand, asphalt, or rubber surface for playing sports, such as, basketball, tennis, etc.
38	POOLAPRN	Pool Apron	A concrete deck surrounding an in-ground pool that may be stamped, colored, textured, or exposed aggregate.
39	KENNEL	Kennel	A walk-in structure where small animals (including dogs and/or cats) are bred, raised, trained, or boarded. (Not dog house)
40	QUONSET	Quonset	A permanent prefabricated building having a semicircular roof of corrugated metal or glass.
41	S KITCHEN	Summer Kitchen	A small building or shed that is usually adjacent to a house and is used as a supplementary kitchen, especially during hot weather to avoid overheating the house. Typically without permanent heat or plumbing. May also be referred to as an out kitchen or summer house. (Note: Should be listed as one-story.)
42	SPRNGHSE	Spring House	A structure which gathers water for human or livestock consumption. Usually stone or masonry in structure.
90	GAZEBO	Gazebo	A freestanding, roofed, usually open-sided structure providing a shady resting place.
*91	CORNCRIB	Corn Crib (Non-Taxable)	Usually long-slatted structures attached to other out-buildings. May also be a circular wire bin.
*92	SILO	Silo (Non-Taxable)	Usually wood or concrete stave, poured concrete, or steel in structure. Stands 30' to 90' tall.
*93	GRAINBIN	Grain Bin (Non-Taxable)	Metal circular bin – 12' to 70' tall.
*94	MANURE	Manure Storage (Non-Taxable)	Steel slurry-store storage tank. May also be a concrete pit.

Outbuilding Type Codes Continued...

CODE	SHORT DESCRIPTION	OUT-BUILDING TYPE	DESCRIPTION
*95	PORTABLE	Portable Building (Non-Taxable)	Any structure built without a foundation that is easily moveable.
*96	ABV GRND	Above-Ground Pool (Non-Taxable)	A swimming pool that sets on the ground and can be disassembled – usually constructed of aluminum, resin, and vinyl coated steel.
*97	HITUNNEL	High Tunnel (Non-Taxable)	A hoop building that has a metal, wood, or plastic frame with a soil, crushed stone, matting, pavers or a floating concrete slab floor. When covered it has a plastic, woven textile or other flexible covering. This structure is used for the production, processing, keeping, storing, sale, or shelter of an agricultural commodity.
*99	FEEDSTOR	Feed Storage (Non-Taxable)	Steel, wood, or concrete bin used to store livestock, dairy, or poultry feed.
<p>*Non-Taxable. Although these types of out-buildings are to be entered (for information only), they are not to be taxed under Pennsylvania real estate assessment laws.</p>			

Out-Building Construction Codes

CODE	SHORT DESCRIPTION	DEFINITION
AL	ALUM	ALUMINUM
AS	ASPLT	ASPHALT (Asphalt or Asbestos)
BL	BLOCK	BLOCK
BR	BRICK	BRICK
CN	CNCRT	CONCRETE
F	FRAME	FRAME
G	GLASS	GLASS
ME	METAL	METAL
*NV	*N.V.	NO VALUE
P	POLE	POLE
POOL	POOL	POOL
SE	STEEL	STEEL
SN	STONE	STONE
SC	STUCCO	STUCCO
TI	TILE	TILE
V	VINYL	VINYL
W	WOOD	WOOD

Out-Building Condition Codes

CODE	DEFINITION	CODE	DEFINITION
EX	Excellent	F	Fair
VG	Very Good	P	Poor
G	Good	NV	No Value

Figured Frontage Codes

CODE	DESCRIPTION
FA	Figured All (both frontage and depth figured)
FD	Figured Depth
FF	Figured Frontage

Commercial Codes and Descriptions

Primary Commercials

CODE	DESCRIPTION
*C	Commercial - General
CA	Commercial - Apartments (five or more apartments)
CB	Commercial - Bank
CC	Commercial - Combination (Example: retail stores on first level, apartments or offices on second level)
CF	Commercial - Fraternities and Sororities (not college dormitories)
CG	Commercial - Service Station (not a commercial garage)
CH	Commercial - Blacktop, Surfaced Area, Parking Lot
CL	Commercial - Vacant Land
CM	Commercial - Motel, Hotel, Inn, Bed and Breakfast
CO	Commercial - Office
CP	Commercial - Campground
CQ	Commercial - Rooming House
CR	Commercial - Restaurant
CS	Commercial - Store
CT	Commercial - Mobile Home Park (four or more)
CU	Commercial - Public Utility
CV	Commercial - Convenience Store with Gas
CW	Commercial - Warehouse
CX	Commercial - Exempt (includes cemeteries)
CY	Commercial - Golf Course
CZ	Commercial - Minerals
I	Industrial
IL	Industrial - Vacant Land
MA	Mineral - Active
MR	Mineral - Reserve
MX	Mineral Reserve - Exempt (Repository)
U	Public Utility (exempt from real estate taxes)
UX	Public Utility (exempt from all taxes)

Primary Commercials Continued...

CODE	FINAL MARKET VALUE RANGE
C1	Very small commercial
C2	Small Commercial
C3	Medium Commercial
C4	Large Commercial
C5	Very Large Commercial

Secondary Commercials

CODE	DESCRIPTION	ACREAGE
AC	Agricultural with buildings (usually residence or mobile home), but with some commercial function, which may or may not require a commercial secondary card.	10 acres or more
RC	Residential with some commercial function. (This may or may not include a commercial secondary card.)	Less than 10 acres

Ownership Type Codes

CODE	DEFINITION
L	Site is leased (Code 721).
O	Site is owned (Code 722).

Location Type Codes

CODE	DEFINITION
T	Tower
C	Co-locator

Tower Type Codes

CODE	SHORT DESCRIPTION	DEFINITION
G	Guy	Guyed Tower
M	Mono	Monopole Tower
S	Self	Self-Supporting Tower

Co-Locator Mounted On Codes

CODE	DEFINITION
BA	Barn
B	Building
S	Silo
T	Tree
W	Water Tank

Commercial Building Use Codes

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
1	Apartmnt	Apartment	Structures with multiple dwelling units (minimum of five units).
2	Bank/S&L	Bank/Savings and Loan	The exterior of these buildings has some ornamentation at all quality levels. These buildings have office and storage areas. The office area may be open and located in the same general area as the main banking service area. Usually these buildings have drive-up windows, night depositories, surveillance systems, and vaults.
3	Canopy	Canopy	Protective roof-like covering for gas pumps or machinery, mounted on a frame. Usually built over steel frame and metal roof.
4	Manufact	Manufacturing	Buildings designed to shelter manufacturing processes. Typically, these buildings have a certain percentage of the total area dedicated to offices. Generally, the exterior finish is masonry or concrete. Typically, the interior, except for the office area, has no partitions and has large, open areas.
5	Motel	Motel	Buildings that are three stories or less in height, having sleeping units (without kitchens). Motels include offices, lobby, coffee shop, or restaurant and meeting rooms.
6	Office	Office	These buildings are designed for commercial occupancies and are usually sub-divided into smaller units for tenant use.
7	Restrant	Restaurant	These buildings are constructed exclusively for the preparation and service of food and beverages. They include a combination of the following areas: consumption, production, serving, receiving and storage, sanitation, restrooms, and non-dining and employee area. These buildings could be chain or franchise operations, suburban neighborhood restaurants, and coffee shops.
8	Store	Retail Store	These are one or two story buildings designed for retail sales and display. Usually designed for servicing customers, employee operations, merchandise storage, display areas, office, and restroom facilities.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
9	Svc/Gas	Service/Gas Station	These buildings can be divided into two distinct service and structure categories: full service with maintenance facilities and self service with gasoline sales only. They have a small sales and office area, restrooms facilities, and one or more service bays (full service only).
10	Surfaced	Surfaced Area – Paving	This use is found on all kinds of commercial properties, and is area specifically used for parking lots.
11	Warehous	Warehouse	These buildings are designed for the reception and (temporarily or for a length of time) storage of goods and merchandise. They also include an amount of office space, depending on the quality of the building.
12	Garage	Garage	Building used for the parking and storage of vehicles of any kind (cars, trucks, boats, farm equipment, etc.).
13	Hotel	Hotel	These structures are three or more stories in height, having multiple sleeping units without individual kitchen facilities. Other building uses could be found within these buildings, such as retail stores, restaurants, warehouse storage, and shops.
14	Bed & B	Bed and Breakfast	These buildings are usually historical structures, and are typically a family-owned business that offers modern lodging accommodations within historical surroundings. Generally, they have no more than ten rooms for lodging with private or adjoining bathrooms. Strategically located to nearby activities and attractions.
15	Dorm	Dormitory/Fraternity	These buildings include college and boarding school residence halls, intern or nurses quarters, and military service quarters. They generally have a lounge and frequently have common dining facilities.
16	DC-Sales	Dwelling Conversion (Sales)	These buildings were originally built as a residential structure. Because of their location near business areas, they have been remodeled generally to be used as a retail business. They usually have storage space.
17	DC-Offic	Dwelling Conversion (Office)	These buildings were originally built as a residential structure. Because of their location near business areas, they have been remodeled to be used as an office building. They usually have storage space.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
18	Dept Str	Department Store	These buildings are often two or more stories in height and are designed to display and sell multiple lines of merchandise. They usually include office and employee areas and restroom facilities.
19	Disc Str	Discount Store/Market	These buildings are generally built as large, open shell one-story structures. The majority of the building is devoted to display space. They include office and storage areas.
20	Bar	Tavern/Bar/Lounge	These buildings are constructed for the preparation and service of beverages and food. They include a combination of the following areas: consumption, serving, preparation, receiving and storage, and restrooms. They also include suitable office areas.
21	Repair	Repair/Service Garage	These buildings are designed primarily for vehicular repair and maintenance. They include small office areas and restrooms.
22	Cafetria	Cafeteria	These buildings are small, but not franchised restaurants in which the customers are served at a counter and carry their meals on trays to tables. They are similar to fast food restaurants without drive-up windows.
23	Conv Str	Convenience Store (Gas)	These are small food stores with limited interior facilities. They have relatively small storage area. Modern convenience stores have gasoline pumps and limited service garage area.
24	MiniWhse	Mini Warehouse	These are warehouses divided into cubicles of a generally small size and are designed primarily to be rented for non-commercial storage. They are typically built with slab floors.
25	Hangar	Hangar (Aircraft)	These buildings are designed primarily for aircraft storage and light maintenance and repair.
26	Showroom	Auto Showroom/Office	These buildings have large open areas used for display with store fronts. Primarily used for sales and showrooms for dealerships, regardless of vehicle type (automobile, boat, or farm equipment). There is also some office and storage area.
27	A Parts	Auto Parts/Service	These buildings are designed for both sales and service with display rooms, office, storage, and repair space. The majority of the building is used for service.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
28	Tennis	Tennis Club	These are shell-type structures that include tennis court facilities. They usually have a lounge, refreshment, exercise, dressing rooms, showers, saunas, sales, and spectator areas.
29	Sports	Sports Complex	Indoor facilities are shell-type structures that include a variety of sports facilities. These buildings have suitable office and lounge facilities. Court floor surfaces are hardwood, tile, or cement. The better quality facilities include snack areas, health facilities, dressing rooms, showers, saunas, and miscellaneous rooms for storage and/or meetings. They have very limited spectator galleries.
30	Skating	Skating Rink (Ice or Roller)	These buildings are shell-type structures that include areas for ice skating or roller skating, lobby, restrooms, and an equipment storage area. The better quality buildings include a lounge, offices, locker, or shower room facilities.
31	Med Cntr	Medical Center	These are buildings designed for medical and/or dental services with examination and outpatient treatment areas. They include a reception/lobby area as well as individual smaller offices.
32	Nursing	Nursing Home/ Retirement Housing	Nursing homes are buildings designed for bed care and/or hotel and nursing care for ambulatory elderly patients. They have treatment and therapy rooms, service and administration areas, nurses stations and signaling systems.
33	School	School/Classroom	These buildings include the entire school facility. There is a mixture of different buildings including classrooms, administrative offices, cafeteria, multipurpose buildings, gymnasiums, library, etc. They also have designated areas for storage of materials and equipment. Classrooms are buildings subdivided into teaching units and designed primarily for academic work.
34	Hospital	Hospital	Designed as complete health care facilities, they typically include a number of different health services within one building or groups of buildings.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
35	Library	Library	These structures are used to provide books and services to meet the reading and research needs of a community. Variations could be found in the design. Commonly, there are work areas, reading areas, restrooms, study cubicles, meeting rooms, audiovisual facilities, and exhibition areas.
36	Funeral	Funeral Home	These buildings include the chapel, laboratories, viewing areas, office, etc. They are used for the preparation of the dead for burial or cremation.
37	Theater	Auditorium/Theater	These buildings are designed for visual and voice presentations to a seated mass audience. Theaters are designed primarily for stage or screen presentations.
38	Cinema	Cinema	These buildings are designed for screen presentations to a seated mass audience. The modern cinema is divided into several different smaller cinemas. They include a lobby, snack area, and restrooms.
39	Church	Religious Institution – Church	Churches are specially-designed structures, generally constructed with large open areas used for worship.
40	Social	Social/Fraternal Hall/Clubhouse	Clubhouses are general purpose recreation buildings, such as community hall/centers, veteran organization buildings, senior citizen facilities, and other fraternal organizations. These buildings generally have an auditorium, kitchen, dining, game room, and offices. They often have a large meeting room that may be divided with partitions.
41	CarwashM	Car Wash (Manual)	These buildings are specially designed for cleaning automobiles. They have several bays with free access and are manually activated by the customer.
42	CarwashA	Car Wash (Automatic)	These buildings are specially designed for washing automobiles, frequently consisting of one large bay, and are activated automatically. They have very limited office and storage space.
43	Storage	Multi-Use Storage/Shed	These buildings have no special design. They are built of all classes of construction, and are generally old manufacturing buildings converted for storage of tools and different kind of materials.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
44	Support	Exterior Support Area	This use is typically found adjacent to department stores. Usually used to store or display small machinery, tools, and other types of materials. Exterior support areas have fencing; the better quality has some type of glass enclosure.
45	Restroom	Restroom/Locker Room	These are freestanding restroom buildings usually found in parks and sports complexes.
46	Park Grg	Parking Garage (Structure)	These structures are designed for short term storage of automobiles. They commonly have no exterior walls; however, they may have partial exterior walls. Usually they have a small office area with restrooms. The higher quality structures have passenger elevators.
47	911serv	911 Service	These structures are designed for emergency-related services and include firehouses, police stations, ambulance garages, etc.
48	Concours	Covered Mall Concourse	Large enclosed shopping complex containing various stores, businesses, and restaurants, accessible by common passage ways. Anchor department stores are not included within this building use.
49	FastFood	Fast Food Franchise	These structures have limited consumption or dining area in relation to the preparation area. They include drive-up windows. The average fast food restaurant normally includes some outer roof overhangs. These buildings have very limited office space. Usually they have restrooms.
50	Arena	Horse Arena	These buildings include a clear span riding or exercise area with stabling facilities. A good show or exhibit facility includes spectator viewing, lounge area, horse washes, restrooms, showers, finished stalls, and feed rooms. These structures are usually not heated.
51	Appendge	Appendages	Appendages include porches, slabs/patios, residential appendages, and loading docks. Usually no contributing commercial value is added.
52	Barber	Barber Shop/Salon	This building use is usually found for commercial buildings with different uses (property type CC = <i>Commercial Combination</i>).

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
53	Veternry	Veterinary Hospital	These structures are designed for the medical and surgical care and treatment of small animals.
54	Bowling	Bowling Alley	Within these structures there is a combination of aisles, lounge area, bar, billiard rooms, restrooms, miscellaneous rooms, offices, storage, and auxiliary facilities.
55	Greenhse	Greenhouse – Commercial	These structures are permanently affixed to the ground. Primarily a glass enclosure with a cinder or concrete block foundation. Temperature and humidity are controlled for the cultivation and/or protection of plants.
56	Service	Service (General)	This building use should be used when the business is of a unique kind that cannot be identified by using any other building use code, such as dry cleaners, pet grooming, etc.
57	Produce	Produce Stand	This building use should be used for structures built usually next to the roadside at the front or entrance of a farm where produce is merchandised. Usually they are small buildings built out of different types of materials.
58	Daycare	Daycare Center	These structures are usually residential properties converted into daycare centers. No special design is related to these types of buildings. The nature of this business is to provide daytime training, supervision, recreation, and often medical services for children of preschool age, for the disabled, or for the elderly.
59	Laundry	Laundromat/Dry Cleaner	Structures built to hold automatic self-service washers, dryers, and dry cleaning machines.
60	Distrib	Distribution Center/ Warehouse Terminal	These buildings are designed with large areas to accommodate the breakdown and shipment of small lots of materials and goods. These buildings are better equipped than storage warehouses.
61	WSF-Twr	WSF: Tower	Includes guyed wire, self-supporting, monopole, or other structures intended for use in connection with transmission or receipt of radio or television signals, or any other spectrum-based transmissions/receptions.
62	WSF-CoLo	WSF: Co-Location	This is a “carrier” tenant that occupies a space (for transmission equipment) on either a tower or is affixed on the top of any structure, such as a silo, building, water tower, tower, etc.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
63	Shop	Shop	A space within a building dedicated to maintenance, repairs, assembling, etc. usually found in handcraft type of businesses, such as carpentry (cabinetry), vending machine, and electronic game machines, stereo and satellite installation.
64	Assisted	Senior-Assisted Living	Assisted living complexes and special care facilities for Alzheimer's patients, typically consisting of one or two-room suites. Nursing care with 24-hour supervision to be delivered to meet the special needs of the residents based on their physical, psycho-social, and cognitive capabilities. They have treatment therapy rooms, service and administration areas, nurse stations, dining area, and laundry facilities.
65	Retirmnt	Senior –Retirement Housing	Retirement housing structures can be one-story as well as mid to high-rise congregate housing for the elderly. Designed specifically for independent senior adults. Typically consisting of one or two-bedroom apartment style units. They may include enhanced amenities facilities, such as swimming pools/spas, exercise facilities, clubhouse, library, and laundry facilities.
66	Sign	Sign	Any signage (constructed of any material) designed and located on the premises of a business operation. Can be any size, lit or unlit.
67	Apt.-TH	Apartment – Townhouse Style	An apartment style in which each unit is constructed side-by-side within a given building. Typically, each unit has two or more levels of living space.
68	WEF	Wind Energy Facility	A power plant that uses wind turbines to generate electricity. Vertical steel structure of mono or multi-pole construction.
69	Ofc-Flex	Office – Flex (Undivided)	In a principally industrial property, space that can be apportioned in variable amounts to offices, research, laboratories, or industrial purposes using temporary interior walls.
70	Kennel	Kennel	A commercial establishment where small animals (including dogs and/or cats) are bred, raised, trained, or boarded.
71	Fencing	Fencing	A structure serving as an enclosure, a barrier, or a boundary, usually composed of stakes or posts (i.e. metal, wood) joined together by boards, wire, or rails.

Commercial Building Use Codes Continued...

CODE	SHORT DEFINITION	BUILDING USE	DESCRIPTION
97	HiTunnel	High Tunnel	A hoop building that has a metal, wood, or plastic frame with a soil, crushed stone, matting, pavers or a floating concrete slab floor. When covered it has a plastic, woven textile or other flexible covering. This structure is used for the production, processing, keeping, storing, sale, or shelter of an agricultural commodity.
99	Other	Other (describe in <i>Remarks</i>)	If the commercial building use does not have a specific <i>Building Use Code</i> , classify it as <i>Other</i> . Describe the use in <i>Remarks</i> .

Sketch Floor Codes

CODE	DESCRIPTION
B	Use starts in basement.
1 – 29	One to 29 stories – use starts on floor indicated.
I	Use is not uniquely matched to the sketch.
(Blank)	No sketch recorded (just dimensions or raw square footage).

Number of Stories Codes

CODE	DEFINITION
1 - 29	One to 29 stories
A	1.33 times the lower level area
F	1.50 times the lower level area
H	1.67 times the lower level area
U	0.50 times the lower level area
Z	2.50 times the lower level area

Commercial Sketch Codes

CODE	DEFINITION
1 - 29	One to 29 stories
A	1.33 times the lower level area
D	Deck
E	Enclosed Porch
F	1.50 times the lower level area
H	1.67 times the lower level area
P	Porch
S	Slab
U	0.50 times the lower level area
Z	2.50 times the lower level area

Features Codes

CODE	DESCRIPTION
AC	Central Air Conditioning (do not include window units)
EL	Elevator
IG	Ignore (no value)
SP	Sprinkler System
VA	Vacant

Commercial Basement Codes

CODE	DESCRIPTION
0	NONE
1	0 - 25%
2	26 - 50%
3	51 - 75%
4	76 - 100%
X	Other or N/A used with building use code "51"(Appendage)

Commercial Heat Source Codes

CODE	SHORT DEFINITION	DESCRIPTION
C	COAL	Coal
E	ELECT	Electric
G	GAS	Gas
N	NONE	None
O	OIL	Oil
OT	OTHER	Other - describe on <i>Screen T (Text/Remarks)</i>
W	WOOD	Wood
X	X	Other or N/A used with building use code "51"(Appendage)

Floor Codes

CODE	SHORT DEFINITION	DESCRIPTION
CE	CEMENT	Cement
CP	CARPET	Carpet
D	DIRT	Dirt
G	GRAVEL	Gravel
OT	OTHER	Other - describe on <i>Screen T (Text/Remarks)</i>
P	PAVED	Paved
T	TILE	Tile
V	VINYL	Vinyl
W	WOOD	Wood
X	X	Other or N/A used with building use code "51"(Appendage)

Interior Construction Codes

CODE	SHORT DEFINITION	DEFINITION
BR	BRICK	Brick
BL	BLOCK	Block
DW	DRY WALL	Drywall
G	GLASS	Glass
M	METAL	Metal
OT	OTHER	Other (describe in Screen T (Text/Remarks))
PL	PLASTER	Plaster
PB	PLSTR BD	Plaster Board
P	PANEL	Paneling
U	UNFIN	Unfinished
V	VINYL	Vinyl
W	WOOD	Wood
X	X	Other or N/A used with building use code "51"(Appendage)

Exterior Wall and Construction Codes

DATA ENTRY CODE	SHORT DESCRIPTION			DEFINITION
	RES BLDGS	MISC BLDGS	COM BLDGS	
AB	Asbestos	ASPLT	ASBESTOS	Asbestos
AL	Aluminum	ALUM	ALUMINUM	Aluminum
AS	Asphalt	ASPLT	ASPHALT	Asphalt
BL	Block	BLOCK	BLOCK	Block
BR	Brick	BRICK	BRICK	Brick
CN	Concrete	CNCRT	CONCRETE	Concrete
CM	Composit'n	NA	COMPOSIT	Composition
D	NA	NA	DRYVIT	Dryvit
F	NA	FRAME	NA	Frame
G	Glass	GLASS	GLASS	Glass
L	Log	NA	LOG	Log
MA	Masonite	NA	MASONITE	Masonite
ME	Metal	METAL	METAL	Metal
NV	NA	N.V.	NA	No Value
O	Other	NA	OTHER	Other – describe in <i>Remarks</i> box
P	NA	POLE	NA	Pole
POOL	NA	POOL	NA	Pool
PF	PrefabSB	NA	PREFABSB	Prefab Stone/Brick
SC	Stucco	NA	STUCCO	Stucco
SE	NA	STEEL	METAL	Steel
SI	Siding	NA	NA	Siding (non-specific)
SN	Stone	STONE	STONE	STONE
TI	Tile	TILE	TILE	TILE
TP	T111 Ply	NA	T111 PLY	T-111 Plywood
V	Vinyl	VINYL	VINYL	VINYL
W	Wood	WOOD	WOOD	WOOD
X	NA	NA	X	No Exterior Needed

Building Class Codes

CLASS	DESCRIPTION
A	Fireproof structural steel. Example: High rise apartment buildings - five stories or more.
B	Reinforced concrete masonry. Example: Malls, apartments, and office buildings under five stories.
C	Masonry-bearing walls (brick, block, or stone).
D	Frame, wood, vinyl, aluminum, tile, or log construction.
S	Steel.

Lot Figured Codes

CODE	DESCRIPTION
FA	Figured All (both frontage and depth figured)
FD	Figured Depth
FF	Figured Frontage

Appendices:

County Specific Codes

Appendix A

County Parcel Number Structure

Parcel Number Structure

The Parcel Identification Number (PIN) is a unique combination of property map numbers/letters assigned to each deeded property. The parcel number display format has been standardized for CAMA, GIS, and other functions. The format has been structured to better support sorting and data management. Some parcels have been assigned new numbers. A conversion cross reference is available as of June 1, 2014.

Following is a table that outlines what type of character (letter or number) is acceptable for each position of the parcel number, and what each position represents as shown by examples in the right column.

DD.WW-NNAA-PPP.SS-LLL/ZZ			
DISTRICT (Positions 1 -2) (DD)	01	=	District Number (01 – 25)
Minor Separator (Position 3)	.	=	Period
Ward (Positions 4 -5) (WW) Used in Altoona, Hollidaysburg, Tyrone	00 01	= =	No Wards Ward: (01-99)
Major Separator (Position 6)	-	=	Hyphen
BASE MAP (Position 7 – 8) (NN)	00 02	= =	Non-Surface Map (ie: Minerals) Base Map Number (01 - 99)
Inset Map (Position 9 – 10) (AA)	AA A2 A. ..	= = = =	Inset Map Two Letters (AA-ZZ) Inset Map Letter & Number (A1-Z9) Inset Map Single Letter (A.-Z.) Not an Inset Map
Major Separator (Position 11)	-	=	Hyphen
PARCEL NUMBER (Position 12 – 14) (PPP)	201	=	Parcel Number (001 – 999)
Minor Separator (Position 15)	.	=	Period
Parcel Suffix (Position 16 –17) (SS) Letters will be dropped (former parent pin process)	00 23	= =	Parcel Number Suffix (Parent) Parcel Number Suffix (01-99) Note: legacy double-splits assigned new suffix numbers.
Major Separator (Position 20)	-	=	Hyphen
LEASEHOLD NUMBER (Position 21 – 23) (LLL)	000 123	= =	Surface Parcel Leasehold Number (possibly lot number)
Secondary Card Number (Positions 24 – 26) (ZZ) ONLY USED IN CAMA, NOT GIS OR BILLING	(blank) /01	= =	Lead Card Secondary Card Number (01 - 99)

The parcel number may be entered without zeros or trailing periods. The *CAMA System* will automatically expand the parcel number you enter and find the correct record as long as the “raw” numbers, hyphens, and slash (if a secondary card) are put in the correct position. The following is an example (district-map-parcel.split): Enter: **20-9-201.23** Becomes: **20.00-09.-201.23-000**

Appendix B

County District Codes

District Codes and Definitions

CODE	DISTRICT NAME	SCHOOL
01	Altoona	1 - Altoona Area SD
02	Allegheny Township	4 - Hollidaysburg Area SD
25	Tunnelhill Borough	8 - Penn-Cambria SD
03	Antis Township	2 – Bellwood Antis SD
04	Blair Township	4 – Hollidaysburg Area SD
05	Bellwood Borough	2 – Bellwood Antis SD
06	Catharine Township	7 – Williamsburg Comm SD
07	Duncansville Borough	4 – Hollidaysburg Area SD
08	Frankstown Township	4 – Hollidaysburg Area SD
09	Freedom Township	5 – Spring Cove SD
10	Greenfield Township	3 – Claysburg-Kimmel SD
11	Hollidaysburg Borough	4 – Hollidaysburg Area SD
12	Huston Township	5 – Spring Cove SD
13	Juniata Township	4 – Hollidaysburg Area SD
14	Logan Township	1 – Altoona Area SD
15	Martinsburg Borough	5 – Spring Cove SD
16	Newry Borough	4 – Hollidaysburg Area SD
17	North Woodbury Township	5 – Spring Cove SD
18	Roaring Spring Borough	5 – Spring Cove SD
19	Snyder Township	6 – Tyrone Area SD
20	Taylor Township	5 – Spring Cove SD
21	Tyrone Township	1 – Altoona Area SD 6 – Tyrone Area SD
22	Tyrone Borough	6 – Tyrone Area SD
23	Williamsburg Borough	7 – Williamsburg Comm SD
24	Woodbury Township	7 – Williamsburg Comm SD

Appendix C

County School District Codes

School District Codes and Definitions

CODE	SCHOOL DISTRICT	TOWNSHIP OR BOROUGH
1	Altoona Area School District	01 – Altoona, 14 – Logan Township, 21 – Tyrone Township (portion)
2	Bellwood Antis School District	03 – Antis Township, 05 – Bellwood Borough
3	Claysburg-Kimmel School District	10 – Greenfield Township
4	Hollidaysburg Area School District	02 – Allegheny Township, 04 – Blair Township, 07 – Duncansville Borough, 08 – Frankstown Township, 11 – Hollidaysburg Borough, 13 – Juniata Township, 16 – Newry Borough
5	Spring Cove School District	09 – Freedom Township, 12 – Huston Township, 15 – Martinsburg Borough, 17 – North Woodbury Township, 18 – Roaring Spring Borough, 20 – Taylor Township
6	Tyrone Area School District	19 – Snyder Township, 21 – Tyrone Township (portion), 22 – Tyrone Borough
7	Williamsburg Community School District	06 – Catharine Township, 23 – Williamsburg Borough, 24 – Woodbury Township
8	Penn-Cambria School District	25 – Tunnelhill Borough

Appendix D

County Mobile Home Park Codes

Mobile Home Parks

ID	PARCEL NUMBER	MOBILE HOME PARK NAME	DIST
1	02.00-09..-021.05-000	Willowbrook Village	02
2	02.00-10A.-034.01-000	Ruth Allen Trailer Court	02
3	02.00-10A.-054.00-000	Muleshoe Estates	02
4	02.00-11..-097.00-000	Morrison Trailer Park	02
5	02.00-11..-104.00-000	Eldorado Mobile Village	02
6	02.00-11A.-054.00-000	West Hills Estates LLC	02
7	02.00-12..-040.00-000	Cross Keys Village (Lower No)	02
8	02.00-12..-041.00-000	Cross Keys Village (Higher No)	02
9	02.00-13..-025.05-000	Lehigh Terrace Court	02
10	02.00-13C.-027.00-000	Russell Trailer Court	02
11	02.00-13C.-028.00-000	Brian P Coppersmith	02
12	02.00-14..-003.00-000	Grandview Trailer Court	02
13	02.00-14B.-004.00-000	Apple Blossom Lane Court	02
17	03.00-12A.-045.00-000	Petrunak Trailer Court	03
18	03.00-20..-034.00-000	Miller Trailer Court	03
19	03.00-23C.-053.00-000	Pinecroft Mobile Home Park	03
20	04.00-01..-066.01-000	Independence Place	04
21	04.00-06..-022.02-000	Brentwood Trailer Court	04
22	04.00-07..-082.00-000	Greendown Acres Trailer Park	04
23	09.00-07..-022.00-000	Shaw Trailer Court	09
24	09.00-07..-051.07-000	Blair Mobile Homes	09
25	10.00-13..-034.00-000	Feathers Trailer Court	10
26	10.00-15..-076.01-000	Nelson Trailer Court	10
27	10.00-15..-076.01-000	Nelson Trailer Court	10
28	13.00-01..-010.04-000	Finley Trailer Court	13
29	13.00-11..-012.00-000	Shamrock Trailer Court	13
30	14.00-15AB-025.00-000	Colombo Trailer Court	14
31	14.00-22..-002.00-000	Hillcrest Communities LP	14
32	14.00-22..-043.00-000	Williams Grove Mobile LLC	14
33	14.00-22A1-017.00-000	Mis Mel Family Ltd Partnership	14
35	14.00-22A2-009.00-000	Unico Corporation	14
36	14.00-22A2-053.00-000	Zajac Trailer Court	14
37	14.00-22B1-041.02-000	Degennaro Trailer Court	14

Mobile Home Park Number - Continued

ID	PARCEL NUMBER	SHORT DESCRIPTION	DIST
38	14.00-23..-009.00-000	Camelot Woods Trailer Court	14
39	14.00-23..-006.28-000	Hillcrest Communities	14
41	14.00-23..-016.00-000	Family Mobile Homes	14
42	14.00-23..-078.00-000	Hillcrest Communities LP	14
43	15.00-01..-011.00-000	W Gene Henry Trailer Court	15
44	15.00-01..-046.00-000	Stone Manor Trailer Court	15
45	15.00-01..-058.00-000	W Gene Henry Trailer Court	15
46	15.00-01..-065.00-000	W Gene Henry Trailer Court	15
47	15.00-01..-076.00-000	W Gene Henry Trailer Court	15
48	15.00-01..-088.02-000	Hoover Trailer Court	15
49	15.00-01..-092.00-000	Paul Johnson Trailer Court	15
50	15.00-01..-087.02-000	Paul Johnson Trailer Court	15
51	15.00-03..-041.00-000	W Gene Henry Trailer Court	15
52	15.00-03..-061.00-000	W Gene Henry Trailer Court	15
53	17.00-04..-011.00-000	Stone Manor Spring Drive	17
54	19.00-09..-051.00-000	Coachlite Trailer Court	19
55	22.07-12..-001.00-000	Logan Ridge Trailer Park	22
56	09.00-06..-008.13-000	J Clark & Sons Mobile Home Park	09
57	10.00-10..-009.01-000	Stine Mobile Home Park	10