



# Land Records Management Program

## North Carolina Secretary of State

### Spring Review Officer Workshop



Sponsored by NC Secretary of State and NC Property Mappers Association

## NCPMA 2016 Spring Workshop Registration Form

All Stake holders in Land Records are invited: Mappers, Planners, Tax assessors, Register of Deeds, Review Officers, Surveyors, a Engineers and other interested parties.

### Registration Information

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ State/Province \_\_\_\_\_

Company \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Address \_\_\_\_\_ County \_\_\_\_\_

City \_\_\_\_\_ e-mail \_\_\_\_\_

PLS/PE Number  NCPMA Member  Government Employee  Review Officer  Partial Day Registration

### Indicate the session you are registering for:

Date	Town	Location	Address
April 26	<input type="checkbox"/> Winston-Salem	Forsyth County Cooperative Extension Office	1450 Fairchild Rd
May 3	<input type="checkbox"/> Dallas	Gaston County Cooperative Extension Office	1303 Dallas-Cherryville Hwy
May 17	<input type="checkbox"/> Jacksonville	Onslow County Administration Building	234 NW Corridor Blvd
May 26	<input type="checkbox"/> Windsor	Windsor Community Building	201 S. Queen Street
June 9	<input type="checkbox"/> Fayetteville	Cumberland County Cooperative Extension Office	301 E Mountain Dr
June 16	<input type="checkbox"/> Raleigh	State Archives Building	109 E Jones St
June 28	<input type="checkbox"/> Waynesville	Haywood County Cooperative Extension Office	589 Raccoon Rd

Note: Seating limited in some locations; seating priority will be given when a completed registration is received. Registration is not considered complete if a required payment is not included.

**Registration Fee:** All Government employees and NCPMA members will receive free admission, other attendees will be charged a \$25.00 processing fee. NCPMA yearly Membership is \$25.00. *Processing fee may be converted to a membership fee if accompanied with a completed NCPMA membership application form. (see page 2)*

**Payment- Check** -(Payable to "NC Property Mappers Association)  
Mail to NCPMA, c/o Dawn Perry, 228 South Churton St, Ste 200  
Hillsborough NC 27278 or pay at the door.

### Or Print and Mail to:

When submitting by E-mail you will have a choice of either sending an e-mail to **daperry@orangecountync.gov**, or to save the XML file to your computer and attach it to an e-mail you generate to **daperry@orangecountync.gov**

NCPMA  
c/o Dawn Perry  
228 South Churton St  
Ste 200  
Hillsborough, NC 27278  
919-245-2509

### Address question about registration :

Dawn Perry, 919-245-2509 or email [daperry@orangecountync.gov](mailto:daperry@orangecountync.gov)

**All other questions to:** Thomas W. Morgan, Land Records Manager,  
North Carolina Department of The Secretary of State,  
PO Box 29626, Raleigh NC 27626-0626, [tmorgan@sosnc.com](mailto:tmorgan@sosnc.com) 919-807-2268

### Agenda:

- 8:00 Tom Morgan - Case Law - How to Interpret a Deed
- 9:55 Break
- 10:05 John Bridgers - Municipal Boundaries
- 11:00 David Tuttle - The GIS PLS -The Who, Where, When, Why, How & What
- 12:00 Lunch on your own
- 1:00 Gary Thompson - State and County Boundaries
- 2:00 Jeff Brown - Discovering and using data found on [nconemap.gov](http://nconemap.gov)
- 2:55 Break
- 3:10 Kyna Herzinger- Exploring the assets of Archives and History
- 4:00 Tom Morgan - E-recording of Plats
- 5:00 The End

Education Credits: Surveyors - 8 Hours  
NCPMA - 8 Hours  
Tax Appraisers & Assessors - 8 Hours



# 2016 NCPMA Membership Application

Make checks payable to "North Carolina Property Mappers Association" and mail with this form to:

Anthony Garris, NCPMA Secretary  
220 N. Market Street  
Land Records RM 114  
Washington, NC 27889

**PLEASE PRINT LEGIBLY**

**Name:** \_\_\_\_\_  
Last First MI Professional Designation earned through continuing education (CMS, GISP, PLS, etc.)

**County/Company:** \_\_\_\_\_

**Work Mailing Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**Email:** \_\_\_\_\_  Add me  
If you are not currently a member of the NCPMA listserv and would like to be added, select "Add me" above

**Position/Title:** \_\_\_\_\_ **Dept.** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
Area Code Number Ext. Area Code Number

Please indicate every certification/professional designation you have earned through continuing education & course exams.

- NCPMA Regular Mapper     NCPMA Senior Mapper     NC State Certified Mapper  
 CMS     GISP     PLS     Other \_\_\_\_\_

The information supplied above will be printed in the 2016 *Legend* exactly as provided.  
Please review names in the 2015 *Legend* and advise us of employee changes.

Deadline for applications to guarantee listing in the *Legend* is **April 01, 2016**.

Late renewals and those received at school or conference are subject to a \$5.00 late charge.

**Please review type of membership definitions below before checking in the box applicable to your profession.**

**REGULAR MEMBERS:** NCPMA Bylaws Article II Section 1

Mappers, mapping supervisors, GIS personnel and department heads in charge of mapping, employed by County and City Government units shall be entitled to regular membership. (According to G.S. 147-54-4, a person employed by a local government who is responsible for creating and maintaining large scale cadastral maps is a mapper.)

**ASSOCIATE MEMBERS:** NCPMA Bylaws Article II Section 2

Persons not eligible for regular membership but whom are actively involved in Land Records Management. (Other interested government workers, i.e. E-911, Appraisers, Planning & Zoning, and Registers of Deeds.)

**SUBSCRIBING MEMBERS:** NCPMA Bylaws Article II Section 3

Manager Level individuals and marketing Representatives of **non-governmental firms** committed to the Advancement and Modernization of Land Records.

**Please check the type of membership below, noting the fee which applies:**

- Regular Membership (\$25.00/\$30.00 late)    Special Categories (Information update only)  
 Associate Membership (\$25.00/\$30.00 late)     Advisory Member  
 Subscribing Membership (\$50.00/\$55.00)     Lifetime Member  
 New Member – Referred/Recruited by: \_\_\_\_\_  
 Membership Renewal     Return Receipt Requested

# 2016 NCPMA/Land Records Workshop Synopsis

**Case Law - How to interpret a Deed:** Thomas W Morgan, land Records Manager, North Carolina Secretary of State.

*This is a review of the case law from the Court of Appeals and Supreme Court of North Carolina that define how the court is to interpret a deed. We have all heard the rules for interpreting a deed, this is where those rules come from.*

**Municipal Boundaries:** John Bridgers, NC Department of the Secretary of State

*A discussion on what municipalities do when they annex land. the Importance of an accurate representation of those boundaries and the importance of municipal boundaries to US Census.*

**The GIS PLS -The Who, Where, When, Why, How & What:** David Tuttle, Board Counsel, NC Board of Examiners for Engineers and Surveyors (NCBELS)

Mapping Science (GIS) Surveys and the North Carolina Board of Examiners for Engineers and Surveyors

- \* Who are the parties in the Evolution of the Regulation of Mapping Science (GIS) Surveys
- \* Where will this impact GIS practitioners?
- \* When and Why does GIS surveys require a Professional Land Surveyors (PLS)?
- \* How does a GIS practitioner become licensed as a PLS?
- \* What is the requirement for business firm license?
- \* What are the requirements once licensed?

**State and County Boundaries:** Gary Thompson, NC Geodetic Survey

*The process that North Carolina Geodetic Survey follows in doing a retracement survey for major jurisdiction boundaries.*

**Statewide Geospatial Data: Finding, Getting, and Using:** Jeff Brown, NC Center for Geographic Information and Analysis (CGIA)

*The session will present the state of statewide geospatial data and demonstrate how to discover, get, and use statewide datasets for mutual benefit. What data are new, complete, consistent, current, or not? How do they benefit state and local government users and the public? To answer those questions, the session will demonstrate the use of NC OneMap in a web browser to find and get access to geospatial data with an emphasis on imagery, parcels, and address points. Desktop GIS examples will highlight ways to use data and the web services to answer questions and inform decisions about land and location. Combinations of statewide data and local government data will be included. Time will be reserved to discuss ways to sustain, improve, and broaden the use of statewide data, especially for local governments and their constituents.*

**Exploring the Assets of Archives and History:**

Kyna Herzinger - Records Analyst/ Appraisal Archivist, North Carolina Department of Natural and Cultural Resources or

Jason Woolf - Records Analyst, North Carolina Department of Natural and Cultural Resources. (Dallas & Waynesville)

This session looks at the land records and maps available through the State Archives of North Carolina. It will cover relevant collections, searching for records using the online Manuscript and Archives Reference System (MARS), resources available through the Archive's digital collections including North Carolina Maps and GIS data, and how to obtain copies of records and images.

**E-Recording of Plats in the Office of the Register of Deeds:** Thomas W Morgan, land Records Manager, North Carolina Secretary of State.

*This presentation will take an in-depth look at the e-recording of plats, starting with the creation of a PDF of the plat, the application of signature field, the e-signing by the surveyor, client, Planning department, review officer, and the transmission of the signed plat to the register of deeds through a selected e-recording vender.*