

**IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA
SECOND JUDICIAL DISTRICT**

IN RE: TEMPORARY PROCEDURES : No. A.D. 21-2021
REGARDING CERTAIN RESIDENTIAL :
LANDLORD TENANT ACTIONS : Supreme Court Docket No. 44 MM 2020

ADMINISTRATIVE ORDER

AND NOW, this 6th day of April, 2021, upon consideration of the Pennsylvania Supreme Court's May 27, 2020 Order specifically empowering President Judges to continue to exercise emergency powers under Rule 1952(B)(2) of the Rules of Judicial Administration, and this Court's declaration of a judicial emergency in the Second Judicial District through June 30, 2021, and consistent with the federal Coronavirus Aid, Relief, and Economic Security Act, P.L. 116-136 ("CARES Act"), the Agency Order issued by the United States Department of Health and Human Services Centers for Disease Control and Prevention ("CDC") entitled, "Temporary Halt in Residential Evictions to Prevent the Further Spread of COVID-19,"¹ and various federal agencies' procedures and announcements, it is hereby ORDERED that this Court's Administrative Order of March 1, 2021 entitled, "In Re: Temporary Procedures Regarding Certain Residential Landlord Tenant Actions" and filed at No. A.D. 15-2021,² is AMENDED as follows:

1. Every landlord/tenant action filed by a landlord against a tenant in Lancaster County, Pennsylvania for the recovery of possession of leased residential real property on or after September 4, 2020 through June 30, 2021 shall be accompanied by an Affidavit of Compliance with the CARES Act and the CDC's September 1, 2020 Agency Order, as extended and modified by CDC Agency Orders dated February 3, 2021 and March 28, 2021 (Affidavit of Compliance) in the form attached hereto as Exhibit "A."

¹ See "Temporary Halt in Residential Evictions to Prevent Further Spread of COVID-19," 85 Fed.Reg. 55292-01 (September 1, 2020, effective September 4, 2020), as extended and modified by the March 28, 2021, Order of CDC Director Rochelle P. Walensky, M.D., M.P.H.

² This Administrative Order amended the Administrative Order of February 2, 2021, filed at No. A.D. 9-2021, which amended the Administrative Order of January 5, 2021, filed at No. A.D. 2-2021, which amended the Administrative Order of October 30, 2020, filed at No. A.D. 52-2020, which amended the Administrative Order of September 11, 2020, filed at No. A.D. 43-2020.

2. Through June 30, 2021, a landlord shall be precluded from proceeding with a landlord/tenant complaint against a tenant for non-payment of rent if the leased residential real property is:

- a. Owned by the Federal Home Loan Mortgage Corporation (Freddie Mac) or the Federal National Mortgage Association (Fannie Mae) and acquired through foreclosure or deed-in-lieu of foreclosure transactions; or
- b. Subject to an unsatisfied mortgage backed by the Veteran Benefits Administration (VA); or
- c. Subject to an unsatisfied mortgage backed by the Federal Housing Administration (FHA); or
- d. Subject to an unsatisfied mortgage backed by the U.S. Department of Agriculture (USDA) Single Family Housing Direct (SFHDL) and Guaranteed Loans (SFHGLP); or
- e. Subject to an unsatisfied multifamily mortgage in forbearance status backed by Fannie Mae or Freddie Mac; or
- f. Subject to an unsatisfied multifamily mortgage backed by Fannie Mae or Freddie Mac that was in forbearance status and expired, and the landlord has not provided the required notice to vacate to the tenant.

If the landlord is precluded from proceeding against a tenant with an action for the recovery of the possession of leased residential real property, the landlord/tenant complaint shall not be accepted for filing by the Magisterial District Court.

3. For any residential property not subject to No. 2 above, a landlord, owner of a residential property, or other person with a legal right to pursue eviction or possessory action (landlord) shall not evict any covered person from a residential property (tenant) in Lancaster County, subject to requirements listed in the CDC Agency Order, as extended and modified. However,

- a. Tenants are not relieved of any obligation to pay rent, to make a housing payment, or to comply with any other obligation that the individual may have under a tenancy, lease, or similar contract; and

- b. A landlord may charge and/or collect fees, penalties and/or interest as a result of the failure to pay rent or other housing payment on a timely basis, under the terms of any applicable contract.

4. In order to invoke the protection of the CDC Agency Order, the tenant must provide to the landlord an executed copy of the form, "Declaration for the CDC's Temporary Halt in Residential Evictions to Prevent the Further Spread of COVID-19," a copy of which is attached hereto as Exhibit "B" and available at <http://www.pacourts.us/forms/for-the-public> and <https://www.cdc.gov/coronavirus/2019-ncov/downloads/declaration-form.pdf>.³ Alternatively, tenants, lessees, or residents of a residential property may use any written document in place of the Declaration if it includes the required information as in the Declaration, is signed, and includes a perjury statement.⁴

- a. Every adult listed on the lease, rental agreement or housing contract shall complete and provide a Declaration to the landlord. In some circumstances, it may be appropriate for one member of the residence to provide an executed Declaration on behalf of the other adult residents who are party to the lease, rental agreement, or housing contract. Any adult tenant who does not sign a Declaration and provide the same to the landlord, or did not have an executed Declaration completed on her/his behalf and provided to the landlord, shall not receive the protection of the CDC Agency Order.
- b. The Declaration automatically imposes a stay on the landlord's ability to obtain an Order for Possession to evict the tenant, or if one has already been obtained, to cause the removal of the tenant(s) from the property pursuant to Pa.R.C.P.M.D.J. Rule 519. The landlord retains the right to file a landlord/tenant complaint and proceed to a hearing in the normal course.

5. The protection afforded by the Declaration does not apply if the tenant is or has been:

³ A signed Declaration submitted under a previous Administrative Order remains valid notwithstanding the issuance of the CDC Order on March 28, 2021, and covered persons do not need to submit a new Declaration.

⁴ The alternate Declaration form may be translated into other languages.

- a. Engaging in criminal activity while on the premises⁵; or
- b. Threatening the health or safety of other residents⁶; or
- c. Damaging or posing an immediate and significant risk of damage to the rental property; or
- d. Violating any applicable building code, health ordinance, or similar regulation relating to health and safety; or
- e. Violating any other contractual obligation, other than the timely payment of rent or similar housing-related payment (including non-payment or late payment of fees, penalties, or interest). This includes the situation where the tenant(s) fails to vacate the property upon the expiration of the lease.

6. If a Declaration is provided to the landlord prior to the filing of the landlord/tenant complaint, the landlord shall file a copy of the Declaration, landlord/tenant complaint and Affidavit of Compliance with the Magisterial District Court.

7. If the Declaration is not provided to the landlord until after a landlord/tenant complaint has been filed, then either the landlord or the tenant shall file a copy of the Declaration with the Magisterial District Court as soon as possible. However, a Declaration may be filed at any stage in the proceedings prior to removal of the tenant(s) from the property pursuant to Pa.R.C.P.M.D.J. Rule 519.

8. A landlord may challenge the truthfulness and/or applicability of a Declaration at any stage in the proceedings prior to removal of the tenant(s) from the property pursuant to Pa.R.C.P.M.D.J. Rule 519. The challenge shall be in writing on a "Challenge to Declaration" form (or substantially similar form) as attached hereto as Exhibit "C". The challenge shall serve as a request for a hearing.

- a. If the landlord files a Challenge to Declaration, the Magisterial District Judge shall:

⁵ Covered persons under the CDC Order may not be evicted on the sole basis that they are alleged to have committed the crime of trespass (or a similar state law offense) where the underlying activity is a covered person remaining in a residential property despite the nonpayment of rent.

⁶ Individuals who might have COVID-19 are advised to stay home except to get medical care. Accordingly, individuals who might have COVID-19 and take reasonable precautions to not spread the disease should not be evicted on the ground that they may pose a health or safety threat to other residents.

- i. set a hearing within 15 days, or as soon thereafter as the schedule permits. If the challenge is made at the time of the filing of the landlord/tenant complaint, the hearing on the challenge may be heard at the time of the Pa.R.C.P.M.D.J. Rule 504 hearing;
 - ii. deliver a copy of the Challenge to Declaration to the tenant(s) and a copy of the hearing notice to all parties by first class mail; and
 - iii. if a Challenge to Declaration is made after the Pa.R.C.P.M.D.J. Rule 504 hearing, the Magisterial District Judge shall retain jurisdiction to hear the challenge; and
- b. A landlord challenging the truthfulness and/or applicability of the Declaration shall have the burden of proof to show that the Declaration is false or that one of the five categories to which the protection afforded by the Declaration does not apply. The averments contained in the Declaration are presumed to be true.

9. After a hearing held pursuant to Section 8, the Magisterial District Judge shall determine whether the landlord has met his/her burden of proof in challenging the Declaration and whether the protection afforded by the Declaration applies to the action. The Magisterial District Judge's decision shall be made at the conclusion of the hearing or within three days thereafter. The parties shall be provided with notice of the decision.

- a. If, prior to the entry of an Order of Possession, the Magisterial District Judge determines that a Declaration is valid and that the Declaration applies to prevent the tenant from being evicted, then the case may proceed in the normal course, except that the ability of a landlord to obtain an Order of Possession shall be stayed until after June 30, 2021.
- b. If, following the entry of an Order of Possession, the Magisterial District Judge determines that a Declaration is valid and that the Declaration applies to prevent the tenant from being evicted, then the landlord's ability to remove the tenant(s) from the property pursuant to Pa.R.C.P.M.D.J. Rule 519 shall be stayed until after June 30, 2021.
- c. If the Magisterial District Judge determines that a Declaration is not valid or that the Declaration is not applicable, then the action, including the removal of

the tenant(s) from the property pursuant to Pa.R.C.P.M.D.J. Rule 519, may proceed in the normal course.

10. A party aggrieved by a Magisterial District Judge's determination on the truthfulness and/or applicability of a Declaration may, within ten days of the Magisterial District Judge's determination, file an appeal in the Lancaster County Prothonotary's Office in a Miscellaneous action. A *de novo* hearing will be scheduled based upon rules and procedures prescribed by the Lancaster County Court of Common Pleas.

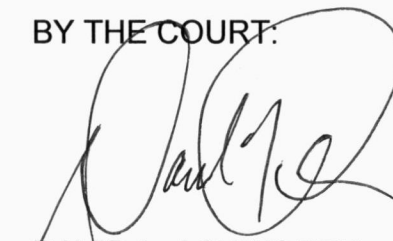
11. A landlord may request an Order for Possession within 180 days of the date the stay is stricken, dismissed, lifted, or otherwise terminated, as provided by Pa.R.C.P.M.D.J. No. 515(B).

12. If a Declaration has been deemed to be invalid, the tenant may refile the Declaration, along with proof demonstrating a change in circumstances such that the criteria set forth in the Declaration have been satisfied. Refiling of the Declaration imposes the stay as provided in Paragraph 4(b). A landlord wishing to challenge the amended Declaration shall follow the procedures set forth herein.

13. Delayed filing of a Declaration or repeated filing of invalid/inapplicable Declarations may result in the assessment of additional costs on the tenant(s).

14. Any landlord/tenant action filed in the Magisterial District Courts that was stayed pursuant to previous Administrative Orders shall proceed in accordance with this Administrative Order.

BY THE COURT:



DAVID L. ASHWORTH
PRESIDENT JUDGE

ATTEST: Mark Karmin - Deputy.

Copies to: Lancaster County Board of Judges
Lancaster County Magisterial District Judges
Lancaster County District Court Administrator
Lancaster County Adult Probation & Parole Services
Lancaster County Children and Youth Social Service Agency
Lancaster County Clerk of Courts
Lancaster County Clerk of the Orphans' Court
Lancaster County District Attorney
Lancaster County Domestic Relations
Lancaster County Juvenile Probation
Lancaster County Law Library
Lancaster County Office of Official Court Reporter
Lancaster County Prison
Lancaster County Prothonotary
Lancaster County Public Defender
Lancaster County Register of Wills
Lancaster County Sheriff
Lancaster County Board of Commissioners
Lancaster County Solicitor
Lancaster County Municipal Police Departments
Pennsylvania State Police

EXHIBIT “A”

**AFFIDAVIT OF COMPLIANCE WITH CARES ACT, CDC ORDER ENTITLED "TEMPORARY HALT
IN RESIDENTIAL EVICTIONS TO PREVENT THE FURTHER SPREAD OF COVID-19" AND
VARIOUS FEDERAL AGENCIES' PROCEDURES AND ANNOUNCEMENTS**

In order to support my assertion that this filing complies with the federal CARES Act, the CDC Order and various Federal Agencies' Procedures and Announcements, I affirm that:

1. I ____ (have not) ____ (have) received from the tenant(s) a signed Declaration promulgated by the CDC or a similar declaration under penalty of perjury prior to the filing of this landlord/tenant complaint. For more information on the CDC's Order entitled, "Temporary Halt in Residential Evictions to Prevent the Further Spread of Covid-19," go to govinfo.gov or federalregister.gov/d/2020-19654. If you have received a signed Declaration from the tenant(s), provide a copy of the signed Declaration with your landlord/tenant complaint.
2. ____ I have confirmed that there is no unsatisfied mortgage on the property that was purchased or securitized by the Federal Home Loan Mortgage Corporation ("Freddie Mac") or the Federal National Mortgage Association ("Fannie Mae") by checking the property via the mortgage lookup tool for Freddie Mac (www.FreddieMac.com/mymortgage) and Fannie Mae (www.KnowYourOptions.com/loanlookup).
3. ____ I have confirmed that there is no unsatisfied mortgage on the property backed by the U.S. Department of Agriculture (USDA) Single Family Housing Direct (SFHDL) and Guaranteed Loans (SFHGLP).
4. ____ I have confirmed that there is no unsatisfied mortgage on the property backed by the Veterans Benefits Administration (VA).
5. ____ I have confirmed that there is no unsatisfied mortgage on the property backed by the Federal Housing Administration (FHA).

For Landlords with Fannie Mae or Freddie Mac Backed Multifamily Loans

6. ____ If the property is the subject of a Fannie Mae or Freddie Mac backed multifamily mortgage loan, there is no mortgage on the property that is currently in forbearance status and there is no pending application for mortgage forbearance.
7. ____ If the property is the subject of a Fannie Mae or Freddie Mac backed multifamily mortgage loan that was in forbearance status that has now expired, I have provided the required notice to vacate to the tenant.

I, _____, verify that the facts set forth in this affidavit are true and correct to the best of my knowledge, information, and belief. This statement is made subject to the penalties of 18 Pa.C.S. 4904 related to unsworn falsification to authorities.

Date

Signature of Landlord or Authorized Agent

EXHIBIT “B”



**DECLARATION FOR THE
CENTERS FOR DISEASE
CONTROL AND PREVENTION'S
TEMPORARY HALT IN
EVICTIONS TO PREVENT
FURTHER SPREAD OF COVID-19**

Mag. Dist. No:

MDJ Name:

Address:

Telephone:

v.

Docket No: _____

Case Filed: _____

I certify under penalty of perjury, pursuant to 28 U.S.C. 1746, that the foregoing are true and correct:

- I have used best efforts to obtain all available government assistance for rent or housing;¹
- I either expect to earn no more than \$99,000 in annual income for Calendar Year 2020 (or no more than \$198,000 if filing a joint tax return), was not required to report any income in 2019 to the U.S. Internal Revenue Service, or received an Economic Impact Payment (stimulus check) pursuant to Section 2201 of the CARES Act;
- I am unable to pay my full rent or make a full housing payment due to substantial loss of household income, loss of compensable hours of work or wages, lay-offs, or extraordinary² out-of-pocket medical expenses;
- I am using best efforts to make timely partial payments that are as close to the full payment as the individual's circumstances may permit, taking into account other nondiscretionary expenses;
- If evicted I would likely become homeless, need to move into a homeless shelter, or need to move into a new residence shared by other people who live in close quarters because I have no other available housing options.³
- I understand that I must still pay rent or make a housing payment, and comply with other obligations that I may have under my tenancy, lease agreement, or similar contract. I further understand that fees, penalties, or interest for not paying rent or making a house payment on time as required by my tenancy, lease agreement, or similar contract may still be charged or collected.

¹ "Available government assistance" means any governmental rental or housing payment benefits available to the individual or any household member.

² An "extraordinary" medical expense is any unreimbursed medical expense likely to exceed 7.5% of one's adjusted gross income for the year.

³ "Available housing" means any available, unoccupied residential property, or other space for occupancy in any seasonal or temporary housing, that would not violate Federal, State, or local occupancy standards and that would not result in an overall increase of housing cost to you.

- I further understand that at the end of this temporary halt on evictions on June 30, 2021, my housing provider may require payment in full for all payments not made prior to and during the temporary halt and failure to pay may make me subject to eviction pursuant to State and local laws.

I understand that any false or misleading statements or omissions may result in criminal and civil actions for fines, penalties, damages, or imprisonment.

Signature of Declarant

Date

**DECLARATION UNDER PENALTY OF PERJURY FOR THE CENTERS
FOR DISEASE CONTROL AND PREVENTION'S TEMPORARY HALT IN
EVICTIONS TO PREVENT FURTHER SPREAD OF COVID-19**

Supplemental Instructions

This declaration is for tenants, lessees, or residents of residential properties who are covered by the CDC's order temporarily halting residential evictions (not including foreclosures on home mortgages) to prevent the further spread of COVID-19. Under the CDC's order you must provide a copy of this declaration to your landlord, owner of the residential property where you live, or other person who has a right to have you evicted or removed from where you live. Each adult listed on the lease, rental agreement, or housing contract should complete this declaration. Unless the CDC order is extended, changed, or ended, the order prevents you from being evicted or removed from where you are living through June 30, 2021. You are still required to pay rent and follow all the other terms of your lease and rules of the place where you live. You may also still be evicted for reasons other than not paying rent or making a housing payment. This declaration is sworn testimony, meaning that you can be prosecuted, go to jail, or pay a fine if you lie, mislead, or omit important information.

EXHIBIT “C”

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF LANCASTER

Mag. Dist. No.: _____, _____
Plaintiff

MDJ Name: _____

Address: _____ vs. _____

Telephone: _____, _____
Defendant

CHALLENGE TO DECLARATION

I am the Landlord, or authorized agent of the Landlord, in the above-referenced case.

I received the Tenant's CDC Declaration on _____. A true and correct copy of the CDC Declaration is attached.

I hereby object to the Tenant's CDC Declaration for the following reasons (check all that apply):

_____ Tenant's CDC Declaration is not true.

_____ Tenant's CDC Declaration is not applicable in this case for the following reasons:

- 1.
- 2.
- 3.

I, _____, verify that the facts set forth in this Challenge to Declaration are true and correct to the best of my knowledge, information, and belief. This statement is made subject to the penalties of 18 Pa. C.S.A. § 4904 related to unsworn falsification to authorities.

Date

Signature of Landlord or Authorized Representative