



Matrix™

Matrix Updates

Evening of April 19, 2021

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Fix MLS Zip lookup Value

What did we correct and why?

It was brought to our attention that the lookup value associated with zip code 32784 was spelled incorrectly as “Donna Vista”.

We have already corrected the value to be “Dona Vista” in production. This is found on any search form in the MLS Zip field.

The next step is to correct the RETS value (backend).

Affected Input forms for all Property Types :

- Residential
- Commercial Sale
- Commercial Lease
- Business Opportunity
- Rental
- Income
- Vacant Land

Fix MLS Zip lookup Value (Continued)

BEFORE

MLS Zip

32784

32693 - Trenton

33593 - Trilby

32784 - Umatilla / Donna V

33594 - Valrico

33596 - Valrico

☒ Or ☐ Not

25058Titusville	32783 - Titusville	32783
24992Trenton	32693 - Trenton	32693
25462Trilby	33593 - Trilby	33593
25059Umatilla / Donna Vista	32784 - Umatilla / Donna Vista	32784
25991Unknown	99999 - Unknown	99999
25463Valrico	33594 - Valrico	33594

CURRENT

MLS Zip

32784

32693 - Trenton

33593 - Trilby

32784 - Umatilla / Dona Vis

33594 - Valrico

33596 - Valrico

☒ Or ☐ Not

25058Titusville	32783 - Titusville	32783
24992Trenton	32693 - Trenton	32693
25462Trilby	33593 - Trilby	33593
25059Umatilla / Dona Vista	32784 - Umatilla / Dona Vista	32784
25991Unknown	99999 - Unknown	99999
25463Valrico	33594 - Valrico	33594

Limit Garage Spaces Count

Why limit the Garage Spaces Count for this field?

It was brought to our attention that members were entering dimensions, assigned parking spot #, and total spaces in the Garage Spaces field.

We have added a numeric limit to this field to avoid incorrect data. After the change, members will only be allowed to enter an amount that is 1-30.

Side note: If the listing requires more than 30 spaces to be indicated, the member will need to email admin for assistance.

Affected Input forms for these Property Types :

- Residential
- Rental
- Income

Limit Garage Spaces Count (continued)

BEFORE

Garage Y/N

Yes ▼ ⓘ

Attached Garage Y/N

Yes ▼ ⓘ

Garage Spaces

100 ⓘ

CURRENT

Garage Y/N

Yes ▼ ⓘ

Attached Garage Y/N


Yes ▼ ⓘ

Garage Spaces

31 ⚠

ERROR MESSAGE

Road Surface Type

 Garage Spaces Warnings and Errors

Rule Errors:

- If Garage Y/N is 'Yes', then Garage Spaces must be between 1-30
- If Garage Y/N is 'No', then Garage Spaces must be 0 or empty

General Field Help:

Garage Spaces
Please enter the number of spaces in the garage(s).

Remove Driving Directions on Customer Single Page PDF

Why are we removing Driving Directions on Customer Single Page doing this?

Previously Driving Directions did not appear on the print customer synopsis display.

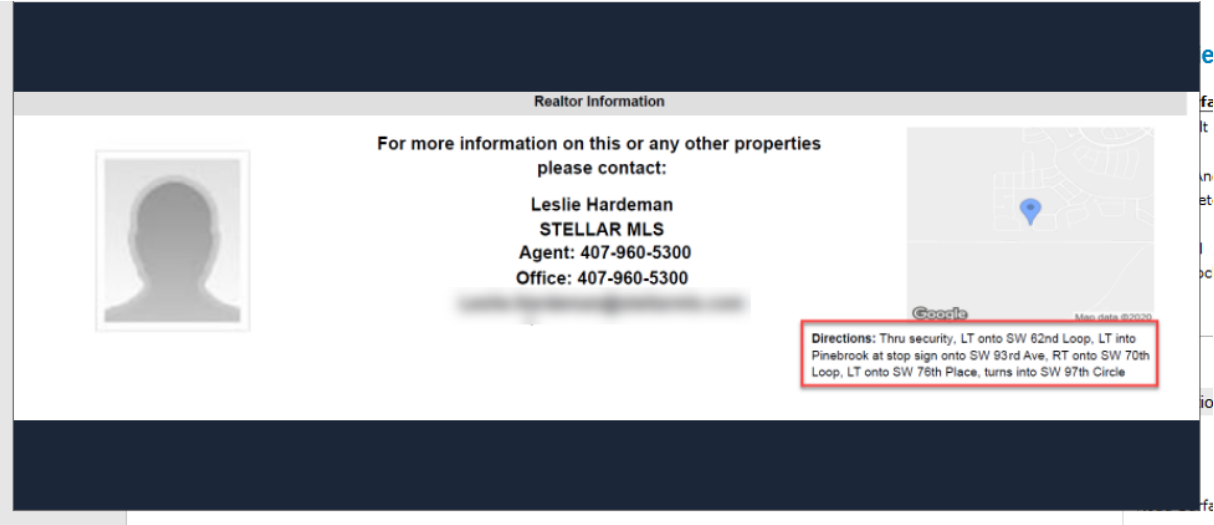
As this field is located under the Realtor Information Section of a listing, it was decided to include them only on the Realtor displays/print to PDF options.

Affected:

- Customer Displays for all property types
- Customer Print PDF for all property types

Remove Driving Directions on Customer Single Page PDF(Continued)

BEFORE



CURRENT



Make Road Surface Type Required

Why make Road Surface Type required?

As Stellar MLS's coverage area continues to expand, especially into more rural areas, Road Surface Type is becoming increasingly important.

Agents in these areas are often asked to avoid unpaved roads, and if this field is not required, a proper search cannot be configured.

Business Opportunity (BUSO) ONLY: This field will be included among the fields that are conditionally un-required when Real Estate Included = No.

Affected input forms and PDFs for all Property Types:

- Residential
- Commercial Sale
- Commercial Lease
- Business Opportunity
- Income
- Vacant land
- Rental

Make Road Surface Type Required (Continued)

BEFORE

Road Surface Type ⓘ

- ☐ Asphalt
- ☐ Brick
- ☐ Chip And Seal
- ☐ Concrete
- ☐ Dirt
- ☐ Gravel
- ☐ Limerock
- ☐ Other
- ☐ Paved
- ☐ Unimproved

CURRENT

Road Surface Type ⓘ

- ☐ Asphalt
- ☐ Brick
- ☐ Chip And Seal
- ☐ Concrete
- ☐ Dirt
- ☐ Gravel
- ☐ Limerock
- ☐ Other
- ☐ Paved
- ☐ Unimproved

New Field: Road Responsibility

Why add the field Road Responsibility?

There is a growing number of communities where roads are privately maintained, and Stellar did not have any means to indicate this in our system.

It was decided to add this RESO field to help represent what's happening in the industry.

Affected input forms and PDFs for all Property Types:

- Residential
- Commercial Sale
- Commercial Lease
- Business Opportunity
- Income
- Vacant land
- Rental

New Field: Road Responsibility (Continued)

RESO

RoadResponsibility Field

Created by RESO DD Workgroup on Jun 02, 2018

Field Name (Standard Name): RoadResponsibility

Definition (May contain rules that must be observed)

The person or entity responsible for road maintenance (e.g., City, County, Private).

Group: Property Resource, Characteristics Group

Simple Data Type: String List, Multi

Suggested Maximum Length: 1024

Synonym(s):

Field (Element) Status: Active

BEDES:

Certification Level: Gold

RecordID: 100866

Spanish (Standard Name): ResponsabilidadVial

Lookup Values

Click here to expand...

- Private Maintained Road
- Public Maintained Road
- Road Maintenance Agreement

Lookup Status: Open

Lookup: [RoadResponsibility Lookups](#)

Sug. Max Precision:

Repeating Element: No

Property Types: RESI, RLSE, RINC, LAND, MOBI, FARM

Payloads:

Status Change Date: Aug 09 2017

Revised Date: Jun 02 2018

Added in Version:

New Field

Road Responsibility

☐ Private Maintained Road

☐ Public Maintained Road

☐ Road Maintenance Agreement



Make Land Lease Y/N Required for RESI & RINC

Why Land Lease Y/N required?

There are a few condo communities across Stellar MLS's coverage area where the association leases the land. There are also some neighborhoods of single-family homes under land leases.

List prices are often lower on these properties due to lack of ownership in the land, and there are legal ramifications if this is not disclosed.

Affected input forms and PDFs for these Property Types:

- Residential
- Income

Make Land Lease Y/N Required for RESI & RINC (Continued)

BEFORE

Land Lease Y/N

 ?

CURRENT

Land Lease Y/N

 ?

Make Ownership Field Conditionally Un-required if Land Lease

Y/N = Yes

Why make the Ownership Field conditionally un-required?

Stellar does not have an option for 'Land Lease' under the Ownership field as Land Lease Y/N is its own field.

For Land Leases, agents are forced to select Fee Simple, Condominium, Coop, or Fractional (none of these paint a true picture of ownership).

Now to have the Land Lease Y/N field become required, this allowed us to have the Ownership field become conditionally un-required if agents indicate Land Lease = Yes.

Agents can then leave the Ownership field blank rather than forcing the selection of an incorrect value.

Affects input and PDFs for these Property Types:

- Residential
- Income

Make Ownership Field Unrequired (Continued)

BEFORE

Land Lease Y/N

No ▼ ⓘ

Ownership ⓘ

- ☐ Co-op
- ☐ Condominium
- ☐ Fee Simple
- ☐ Fractional

AFTER

Land Lease Y/N

Yes ▼ ⓘ

Ownership ⓘ

- ☐ Co-op
- ☐ Condominium
- ☐ Fee Simple
- ☐ Fractional

Make Occupant Type Required for Residential (RESI) & Rental (RLSE)

Why make Occupant Type required?

Stellar received a request to add “vacant” as a value under the Showing Information field but this would have been a duplicate of what is already under the Occupant Type field.

To accommodate the request, it was decided to require the Occupant Type field. This allows us to capture the data with existing fields/lookups rather than add items to Matrix.

Affected input and PDFs for these Property Types:

- Residential
- Rental

Make Occupant Type Required for RESI & RLSE (Continued)

BEFORE

Occupant Type



AFTER

Occupant Type



Move Occupant Type field to Realtor Tab

Why did we move the Occupant Type field to the Realtor Tab?

Occupant Type has the most implications regarding showings.

By moving the Occupant Type field to the Realtor Information tab, it can be placed adjacent to the Showing Instructions.

Affected input forms and PDFs for these Property Types:

- Residential
- Commercial Sale
- Commercial Lease
- Business Opportunity
- Income
- Rental

Move Occupant Type field to Realtor Tab (Continued)

Getting Started > Matrix Testing > Listing > Pool/Exterior > Land and Tax > Interior > Rooms > Water > Green > **Owner** > Community > Realtor

Owner

Owner Name ?

Tenant Name ?

Ownership ☐ Co-op ☐ Condominium ☐ Fee Simple ☐ Fractional ?

Occupant Type ?

Owner Phone ?

Tenant Phone ?

Home Warranty Y/N ?



BEFORE

CURRENT



Getting Started > Listing > Pool/Exterior > Land and Tax > Interior > Rooms > Water > Green > Owner > Community > **Realtor w teams**

Showing Information

Call Center Phone Number ?

Occupant Type ?

ShowingTime Secure Remarks

?

Characters Remaining: 500

Suppress “Occupied” value in Showing Instructions field

Why are we removing the Occupied value in the Showing Instructions field?

With the addition of the new Occupant Type field, this is now a duplicate value.

We will be suppressing this lookup on input and from the Showing Instructions search control.

Affected input forms, PDFs and search for all Property Types:

- Residential
- Commercial Sale
- Commercial Lease
- Business Opportunity
- Income
- Vacant land
- Rental

Suppress “Occupied” value in Showing Instructions field (Continued)

BEFORE

Showing Instructions ⓘ

- ☐ Locked Gate
- ☐ No Call Box
- ☐ No Sign
- ☐ Occupied
- ☐ Other
- ☐ Pet On Premises
- ☐ See Remarks

CURRENT

Showing Instructions ⓘ

- ☐ Locked Gate
- ☐ No Call Box
- ☐ No Sign
- ☐ Other
- ☐ Pet On Premises
- ☐ See Remarks
- ☐ Under Construction

Photo Dimension Increase

-Compliance

Photo Dimension Increase

Currently Matrix allows upload of photos at 1024 x 768 which is considered XL. It was decided last year to increase the recommended size to 1600 x 1200 which is considered High Resolution XL. This update was done on Monday night, April 19th:

1. Allowing Matrix to store the larger photo size AND update displays and the photo pop up so users will see the photo size difference.
2. Allowing this increased photo size to go out through RETS so that vendors will be able to display this change.

IMPORTANT NOTE: This will be a visual change that will impact ALL CUSTOMERS!

Photo Dimension Increase (Continued)

Currently: If a photo is lower than the recommended size (max that we can store it at), the photo will have a red outline upon upload

***Note:** If the photo on the listing prior to the increase was already at 1024x768, they will not see the red outline around the photo

Users can remove the red outline if they want to by uploading a new version of the photo at a minimum size of 1600x1200.

***Note** - we do not stretch photos, so if one of the dimensions is at/near the max, it will be considered large enough.

Add / Edit Photos for MLS#J920976

To upload, click Browse. To upload **Multiple** photos at once, hold the Ctrl (Option) key down when clicking on the filenames. To **Order** your photos once uploaded, drag by the grey title bar. Click on any image to view its **Details**. For best quality, Stellar MLS recommends you upload a photo of at least **1600 x 1200** pixels.

Virtually Staged photos must have "virtually staged" in the description of the photo. To add a description click on the photo then on Edit Description. Also make sure that the Virtually Staged Y/N box has a check next to the public remarks for virtually staged photos.

By submitting content and/or images, you are confirming that you are the content creator, own the copyright to or have proper licensure to upload to Stellar MLS.

☐ Note: The photos below, outlined in red, are lower than this recommended minimum size.



Browse...

Click **Browse** to select photo(s) to upload (99 remaining).

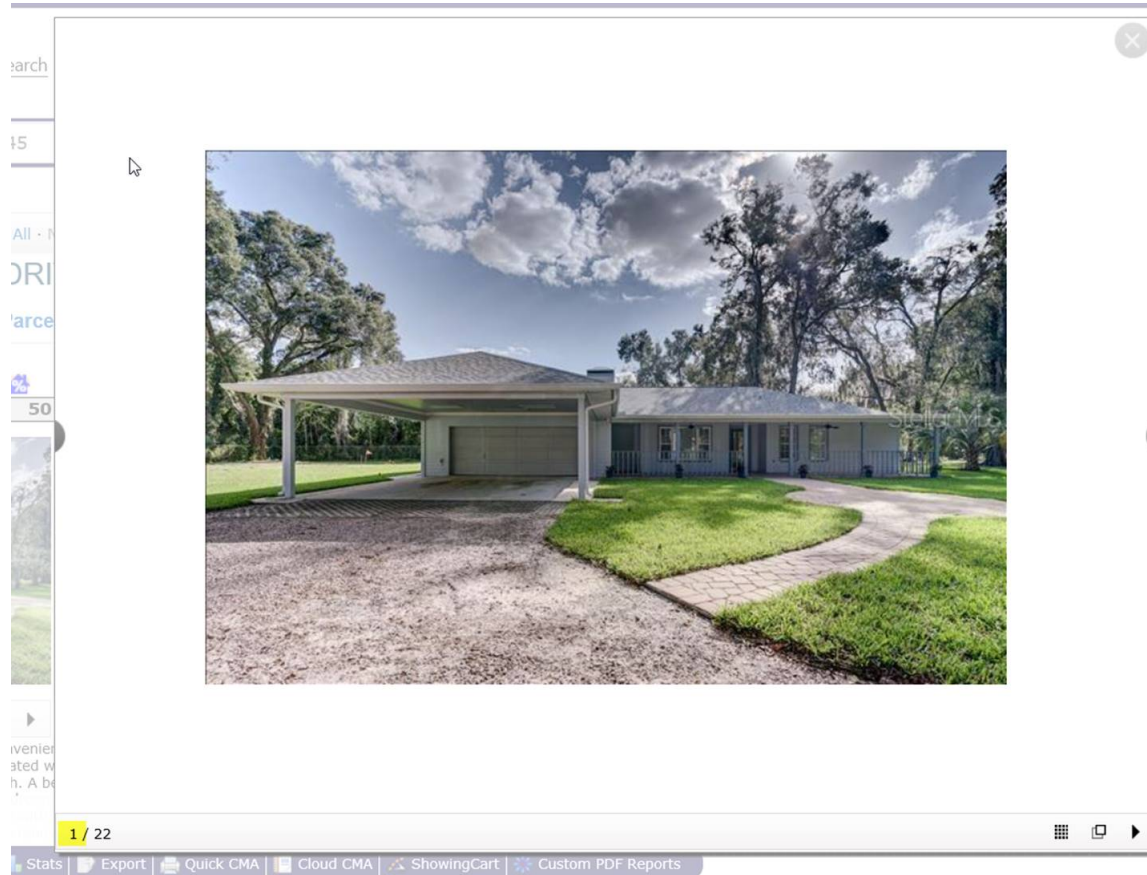
☐ Check All

☐ Primary slot



Photo Dimension Increase (Continued)

Photos lower than the new recommended size will have a white border when viewing it as a pop up on the listing.



Below Recommended Size



At or Above Recommended Size

Photo Dimension Increase (Continued)

IMPORTANT TAKEAWAYS

- The purpose of this is to move to a bigger size for photos but requires member's adoption on uploading the larger photo size.
- When uploading photos to a new or existing listing after this change, members will see a red outline on any photo that is below the recommended 1600x1200. (*Anyone with 1024x768 photos uploaded prior to the change will not see the red outline)
- To remove the outline, they would need to resize/reupload the images since the recommended resolution is higher now.
- RETS vendors will be informed of the increased size. They do not have to do anything. They will continue to request and display the photo size that they currently get. If they want to show the increase photo dimensions on their site, they can just start requesting the "HighResXL" photo size

Photo Rule Changes

-Compliance

Proposed Changes to Article 4.5

Section A

Current Rule 4.5/A	Proposed	Updated Rule
<p>Section 5: Listing Content and Virtual Tours</p> <p>A. At least one front exterior photo or rendering, aerial photo, or water view from the property (unit) must be loaded before a listing will be active. The front exterior photo or rendering must be entered in the 1st photo slot of the listing on all property types unless the 1st slot is an aerial photo or an exterior photo of a water view from the property (unit), in which case the front exterior photo must be in the 2nd slot.</p>	<p>Section 5: Listing Content and Virtual Tours</p> <p>A. At least one front exterior photo or rendering, aerial photo, or water view from the property (unit) must be loaded before a listing will be active. The front exterior photo or rendering must be entered in the 1st photo slot of the listing on all property types unless the 1st slot is an aerial photo or an exterior photo of a water view from the property (unit), in which case the front exterior photo must be in the 2nd slot. <u>Note: a photo of a swimming pool does not qualify as a water view.</u></p>	<p>Section 5: Listing Content and Virtual Tours</p> <p>A. At least one front exterior photo or rendering, aerial photo, or water view from the property (unit) must be loaded before a listing will be active. The front exterior photo or rendering must be entered in the 1st photo slot of the listing on all property types unless the 1st slot is an aerial photo or an exterior photo of a water view from the property (unit), in which case the front exterior photo must be in the 2nd slot. Note: a photo of a swimming pool does not qualify as a water view.</p>

1st Recommendation: Article 4.5 Listing Content and Virtual Tours

Should we allow floorplans with text as a photo instead of only an attachment?

Discussion:

- With the rising popularity of Virtual Showings, floorplans are becoming critical marketing tools.
- New technology is arising to assist with the creation of floorplans.
- These are increasingly demanded by buyers .
- For resales, if initial floorplans belong to builder, there could be copyright issues.
- For new construction, floorplans are often branded to the builder.



The MLS Advisory Council & the Board of Directors approved the following changes:

Clarify in rules that room types, dimensions and finishes are allowed in floorplans added as photos. Floor plans should not contain any branding, and for plans copyrighted by a licensed professional such as builder or architect. Subscribers must have permission to use these prior to entering the MLS.

Changes to Article 4.5 – add section E, rename current E to G (additional change proposed will be letter “f”)

Current	Proposed	If Approved
New	<u>E. Room types, dimensions and finishes are allowed in floorplans added as images. Floor plans should not contain any branding but may display copyright notifications for the author of the floorplan. Subscribers must have permission to use copyrighted floor plan images prior to entry into the MLS.</u>	E. Room types, dimensions and finishes are allowed in floorplans added as images. Floor plans should not contain any branding but may display copyright notifications for the author of the floorplan. Subscribers must have permission to use copyrighted floor plan images prior to entry into the MLS.

2nd Recommendation: Article 4.5 People in Photos

Should lifestyle photos, with people, be allowed in the MLS?

Discussion:

- The Compliance Department is starting to see listing photos with models. In the Orlando area, sometimes photos even have individuals dressed as Disney characters.
- There is no clear prohibition of this in the current photo rules.
- Photos should represent the property, not who lives there.
- This opens the door to Fair Housing Issues!



The MLS Advisory Council & the Board of Directors approved the following changes:

Add a statement in Article 4.5 to prohibit photos featuring people, including in costume, from being added to the MLS.

Changes to Article 4.5 – Add “F” – Photos may not include people

Current	Proposed	If Approved
New	<p><u>F. Photos, images, or virtual tours featuring people, including costume, are allowed in the MLS.</u></p> <p>E-G. Upon Stellar MLS receipt of a Digital Millennium Copyright Act (DMCA) take-down notice for a violation on a website URL that is owned by (no change except from “E” to “G”</p>	<p>F. Photos, images, or virtual tours featuring people, including if in costume, are not allowed in the MLS.</p> <p>G. Upon Stellar MLS receipt of a Digital Millennium Copyright Act (DMCA) take-down notice for a violation on a website URL that is owned by (no change except from “E” to “G”</p>

Current Rule

Article 4 Section 5: Listing Content and Virtual Tours

A. At least one front exterior photo or rendering, aerial photo, or water view from the property (unit) must be loaded before a listing will be active. The front exterior photo or rendering must be entered in the 1st photo slot of the listing on all property types unless the 1st slot is an aerial photo or an exterior photo of a water view from the property (unit), in which case the front exterior photo must be in the 2nd slot. Note: a photo of a swimming pool does not qualify as a water view.

i. The sellers' have the ability to withhold photographs from the MLS after written authorization is provided to the listing Broker/Agent and then supplied to the Stellar's administration department. A logo will be added when written authorization is received that states "Photo not available per seller's direction". (Adopted 6/2011)

B. The only exception is vacant land listings which must have a photo or an aerial photo, rendering, site plot or plat map in the listing's 1st photo slot. Photographs, images, virtual tours and/or renderings submitted by a Participant or Subscriber shall not be copied by other Participants or Subscribers for use in a subsequent listing of the same property without first obtaining a proper license the owner of such photographs, virtual tour or renderings. Images not licensed or purchased by the listing broker/agent will result in an automatic fine as outlined in the Automatic Fines Schedule, Level I (See Article 11/Section 4C).

C. Front exterior photos must show a majority of the total home/building and the broker's yard signage may not be visible in the photo/image. The penalty for non-compliance is outlined in the Automatic Fines Schedule, Level I (See Article 11/Section 4C).

D. Photos, images or virtual tours may not contain company or agent logos, agent photos, commissions, bonuses, contact information for the agent or office, text, or graphics of any kind (with the exception of the Stellar MLS watermark) in the virtual tour or photo sections. Only photographs, site plot, property sketch, property line art or survey of the property can be entered in the virtual tour and all photo fields. All content including remarks, virtual tour photos and images must be owned, purchased or licensed by the listing broker/agent, from the content owner. Third-party virtual tour vendor's contact information (non-interactive) is the only contact information allowed on Virtual Tours. The virtual tour link must be a valid URL and may not contain any Participant/Subscriber names or links to any third party business or social networking sites. The penalty for non-compliance is outlined in the Automatic Fines Schedule, Level I (See Article 11/Section 4C).

E. Room types, dimensions and finishes are allowed in floorplans added as images. Floor plans should not contain any branding but may display copyright notifications for the author of the floorplan. Subscribers must have permission to use copyrighted floor plan images prior to entry into the MLS.

F. Photos, images, or virtual tours featuring people, including if in costume, are not allowed in the MLS.

G. Upon Stellar MLS receipt of a Digital Millennium Copyright Act (DMCA) take-down notice for a violation on a website URL that is owned by a MLS Participant/Subscriber, MLS staff has the authority to remove the alleged infringing material outlined in the take-down notice from the MLS Listing Content within 2 days excluding weekends and federally recognized holidays. The listing agent and listing broker will be notified via the email address on file. The penalty for uploading content that causes another Participant/Subscriber to receive a DMCA take-down notification is outlined in the Automatic Fine Schedule, Level II (See Article 11/Section 4C).

3rd Recommendation: Article 4.4 Virtually Staged Photos

Now that StellarMLS has allowed Virtual Staging for a couple of years, Are there any issues that need to be addressed for Virtual Tours? Exterior staging? Twilight photos? Virtually staged lighting?

Discussion:

- From a Compliance viewpoint, there are occasional issues with virtually staged lighting (*i.e. photos showing light in dormers where there is no actual electricity*).
- **What about twilight photos?** – Consensus was that lighting should be real.
- Exterior virtual staging should be allowed, but only for furniture and unattached personal property (not permanently attached items like porch swings or planted landscaping).



The MLS Advisory Council & the Board of Directors approved the following changes:

Allow exterior photos to be virtually staged with unattached furniture and décor.

Clarify rule to not allow for virtually staged lighting that is not within a property owner's control.

Add a statement to the rule clarifying that photos must represent a “true and accurate picture of all property features and surrounding”.

Changes to Article 4.4 – Virtually Staged photos

Current	Proposed	Updated Rule
<p>Section 4: Virtually Staged Photos</p> <p>Virtual Staging shall only be used for the interior of an existing structure. Virtual Staging shall not be used for Pre-Construction & Under Construction properties. Disclosure of virtually-staged photo(s) is required in the specified field, namely the photo description entry field by adding the words “Virtually staged” and by checking the virtually staged field. Additionally, the first words of the public remarks must read “One or more photo(s) was virtually staged.”. Photos must always present a “True Picture” of the property.</p>	<p>Section 4: Virtually Staged Photos</p> <p>Virtual Staging shall only be used for the interior of an existing structure. Virtual Staging shall not be used for Pre-Construction & Under Construction properties. Disclosure of virtually-staged photo(s) is required in the specified field, namely the photo description entry field by adding the words “Virtually staged” and by checking the virtually staged field. Additionally, the first words of the public remarks must read “One or more photo(s) was virtually staged.”. Photos must always present a “True Picture” of the property.</p>	<p>Section 4: Virtually Staged Photos</p> <p>Virtual Staging shall not be used for Pre-Construction & Under Construction properties. Disclosure of virtually-staged photo(s) is required in the specified field, namely the photo description entry field by adding the words “Virtually staged” and by checking the virtually staged field. Additionally, the first words of the public remarks must read “One or more photo(s) was virtually staged.”. Photos must always present a “True Picture” of the property.</p>

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Questions?:

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