



**EVIE RAFALKO McNULTY
LACKAWANNA COUNTY RECORDER OF DEEDS
135 Jefferson Avenue
Scranton, Pennsylvania 18503
(570) 963-6775**

MAP RECORDING REQUIREMENTS

- This office is not able to accept for recordation any maps exceeding 40" on one side due to the scanning process.
- We no longer require a second copy to be submitted with the map to be recorded.
- The Pennsylvania Municipalities Planning Code requires that all subdivision and land development maps presented for recording in our office be approved and signed by the proper municipality as well as being reviewed and stamped by the Lackawanna County Planning Commission.
- The map must be recorded within ninety (90) days of signature.
- The map must only be presented using black ink (all other colors will not scan and reproduce properly)
- We will no longer accept Mylar Maps for recording due to scanning restrictions.

Evie Rafalko McNulty
Recorder of Deeds

4/11/2012