

MAP RECORDING REQUIREMENTS

- This office is not able to accept for recordation any maps exceeding 40" on one side due to our scanning process.
- We no longer require a second copy of the map to be submitted for recording.
- 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.
- We will no longer accept Mylar Maps for recording due to scanning restrictions
- All subdivision and land development maps presented for recording must be approved by the Lackawanna County Planning Commission as well as the proper municipality
 - a. The map must be recorded within 90 days of signature of the municipality Planning Committee