



# Good Deeds

News from the Office of the Recorder of Deeds, Chester County, Pennsylvania

October 2020

## Officials:

Chris Pielli, Esq., Recorder  
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Diane O'Dwyer, Second Deputy  
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**Website:** [www.chesco.org/recorder](http://www.chesco.org/recorder)

Click "Records Search" for records online.

## Hours:

The office is open Monday through Friday from 8:30am to 4:30pm. Same-day document recording stops at 4:00pm. Same-day plan recording stops at 3:00pm.

**Fees:** For a full list of service fees, visit [www.chesco.org/428/Fee-Schedule](http://www.chesco.org/428/Fee-Schedule).

For more FAQs and an archive of past newsletters, please visit [www.chesco.org/recorder](http://www.chesco.org/recorder).

## Continuing to Cope with COVID-19

- Masks and social distancing are required to ensure the health, safety and welfare of both the public and our staff.
- The front desk area is limited to no more than two customers at a time and a designated waiting area will be available for any additional customers.
- The Search Room remains closed to the public and all search inquiries will be directed to our front desk staff. Title Searchers may utilize the Search Room by appointment only by calling (610) 344-6330.

## Recorder Remarks

Hi Folks,

We hope you enjoyed the previous issue of Good Deeds! Continuing this monthly initiative, we are proud to present the October 2020 issue of our newsletter.

This September was a busy one as we saw the continued trend of a substantial increase in the number of recorded instruments. To be exact, last September, 2019, the ROD office recorded 5,592 documents. This September, our office recorded the immense total of 8,654 documents. That's 3,062 and approximately 55% more compared to last September. Suffice it to say I am extremely proud of our team members who have worked diligently despite pandemic setbacks and enormous workloads. My pride is only surpassed by the honor and privilege it is to work alongside these public servant professionals. They get the job done—and done well—time and time again no matter what 2020 has thrown at them.



On that note, I am happy to announce that those of you in the legal community have the opportunity to "e-meet" several of our all-star staff as we present a Continued Legal Education (CLE) course through the Chester County Bar Association (CCBA) on October 14, 2020, at 12pm. The course is titled "Chester County Recorder of Deeds: Best Practices" and will be presented via Zoom. For more details, please contact [lshea@chesco.org](mailto:lshea@chesco.org) or (610) 692-1889. Our increased volume of submissions has also resulted in an increased amount of rejections. This crash course is designed to address some of the common mistakes we see when attempting to record documents. We hope it will be of some benefit to all our ROD clients and offer an opportunity to initiate a professional relationship with some of our knowledgeable team members as you continue to work with our office.

As always, we thank you for your continued support of our department. It is an honor to serve you, the public, to the best of our ability. We welcome any feedback to help improve and successfully continue our mission. Until our next issue, Stay Well and Stay Safe. Please note, you can sign up on our website for future publications if you have received this in forward or print.

Chris Pielli, Esq.  
Recorder of Deeds

# Chester County Recorder of Deeds: Best Practices CLE

On Wednesday, October 14th, the Chester County Recorder of Deeds office is proud to present a CLE course within the Real Estate Law Section of the Chester County Bar Association (CCBA). The "Chester County Recorder of Deeds: Best Practices" presentation will be broadcasted live via Zoom from noon to 1:00 PM and provide attendees with one (1) credit of CLE as applicable. Our own Chris Pielli, Esq., Recorder; Erin VanRyn, First Deputy; Sue Gayser, Indexing Specialist; and Ishmael Brown, Recording Technician II, will cover the topics of Bureau of Land Records (BLR), Document Recording/e-Recording, Subdivision Plans and Notaries. The Zoom link and other important information will be sent to all registrants the morning of the event. Paralegals and legal assistants of CCBA members may attend for free. We are honored to have the opportunity to provide this educational material to CCBA members and colleagues.



Visit the Calendar on  
[chescobar.org](http://chescobar.org) to Register



## A Warm Chester County Welcome

Please join us in welcoming Robert Paulino to the Chester County Recorder of Deeds team. He started in September as a full-time Recording Technician. Prior to joining our staff, Robert served psychiatric patients within the healthcare industry and looks forward to fulfilling his civic duty in the future.

*¡Robert también puede traducir para nuestros clientes de habla español!* Translation: Robert can also translate for our Spanish-speaking customers!



## New Innovations



Upon first entering office in January, our new team was immediately faced with a dire situation regarding the storage and integrity of our departmental data. In short, the Department was found to be storing its data on an unsupported and outdated Oracle system. After months of preparation and planning, we are happy to report that the ROD office has initiated the process of freeing up space and migrating our database from the aforementioned Oracle system to a larger and more secure Sequel-based system, which will be held by Chester County. Many thanks to all our ROD personnel and the County DCIS team (special shout-outs to Frank Coccia, Joy Liu and Steve Cummings) for their efforts in enabling us to contract and commit to this extremely important endeavor. Please stay tuned for more updates on this transferal in the near future.

Cont'd on next page.

**Ask  
Bubbles**



## Helpful Hints for Filing Subdivision Plans

- Ensure your document is properly formatted for approval by the Bureau of Land Records (BLR), i.e. U.P.I. number & ownership — see Bubbles' section from our previous issue [here](#) for more details.
- Obtain signatures from your township supervisor per local ordinance.
- Your plans must be dated within 90 days of the aforementioned signature(s) or you must have a 90-day letter from the respective township.
- Make sure you visit the Chester County Planning Commission for their endorsement.
- Bring three original plans along with you.
- Accompany your plans with a self-addressed, stamped envelope in which the plans can be mailed back to you.
- If you require additional timestamped copies, they will incur an extra fee(s).

*Bubbles the bulldog is the official mascot of the Recorder of Deeds office and best fur friend to First Deputy Erin VanRyn. Bubbles has all the answers to common questions as well as helpful tips to expedite your recording process without any major issues. Woof-hoo!*

**Recorded Docs  
as of 10/7/2020**

**58,975** **79%**  
eRecording

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*October 2020*

County of Chester, Recorder of Deeds | [Website](#)

