



March 15, 2021

Greg F. Christine, Open Records Officer  
Monroe County  
One Quaker Plaza, Room 201  
Stroudsburg, PA 18360

Re: Enhanced Electronic User Fee Request

Dear Mr. Christine:

The Office of Open Records (OOR) has reviewed your application submitted on December 8, 2020, in which you requested approval of a fee schedule for the provision of Assessment Records, Tax Claim Records, and various Geospatial Information System products.

Pursuant to Section 1307(e) of the Right to Know Law, the fee schedule for enhanced electronic access is hereby approved.

A copy of your request and this response will be posted on the OOR website.

If you have additional questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Liz Wagenseller". The signature is fluid and cursive, with a long horizontal stroke at the end.

Liz Wagenseller  
Executive Director

ASSESSMENT FEE SCHEDULE – TAX CLAIM FEE SCHEDULE – TREASURER FEE SCHEDULE

Number of Records	Flat Cost	Plus This Per Record	Put # of Records Here	Total Cost	Cost Per Record	Duplicate Records Cost	Number of Dups
1 to 50	\$13.25			\$13.25		\$0.00	
51 to 500	\$13.25	\$0.16	500	\$85.25	\$0.170500	\$0.00	
501 to 2,000	\$85.25	\$0.105	1,000	\$137.75	\$0.137750	\$0.00	
2,001 to 10,000	\$242.75	\$0.032	10,000	\$498.75	\$0.049875	\$0.00	
10,001 and up	\$498.75	\$0.026	101,870	\$2,887.37	\$0.028344	\$0.00	
NON-PROFIT		\$0.007					

HARD COPY FEES:

THERE ARE 101,870 PARCELS IN MONROE COUNTY

THE CHARGE PER PROPERTY RECORD CARD IS \$1.00 PER PAGE

Per page copy fee - .25 per page

Electronic copy on CD - .25 per page plus the cost of the CD

Email Copy - .25 per page

Certification of document - \$1.00 per document plus copy fee, or electronic copy, or Email copy

**MONROE COUNTY, PA**

**FEE SCHEDULE FOR GIS PRODUCTS (APPROVED JUNE 2012)**

The following fees are proposed for Monroe County GIS data. This schedule was developed by comparing fees charged by other Pennsylvania counties and that of other Monroe County offices selling comparable products.

All data must be requested in writing and a signed copy of the Monroe County Geospatial Data Agreement (see attached) must accompany payment.

- Parcel Data - \$3000.00 for entire County with Assessment data. This data can be sorted and sold by municipality; Assessment fee schedule will determine price.
- Road Centerlines - \$1000.00 for entire County.
- Address Points - \$1000.00 for entire County.
- Additional layers - \$25.00 per layer.

A discounted price will apply to non-profit agencies; Assessment fee schedule will determine price.

Any data that must be created specifically for a request will be billed at \$50.00 per man hour in addition to any of the above applicable fees.

We will only distribute data that we create or maintain.

The following charges will apply to printed maps:

- A size (8.5" x 11") - \$5.00
- B size (11" x 17") - \$10.00
- C size (17" x 24") - \$20.00
- D size (24" x 36") - \$30.00
- E size (36" x 48") - \$60.00

Any map larger than 12 square feet will be charged \$60.00 plus \$5.00 per additional square foot over 12 square feet.

Fees will be waived for municipalities, school districts, public safety agencies and cooperating government agencies.