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HOW TO PRINT A PROPERTY MAP FROM MONROE COUNTY GIS

(For informational purposes only. Plot Plan must be submitted along with your Zoning Permit Application)

Applicants may obtain a base property map using the Monroe County Geographic Information System (GIS). This map may be printed and used as the foundation for the required plot plan.

Step 1 – Access the Monroe County GIS Mapping System - https://gis.monroecountypa.gov/

Step 2 – Locate Your Property - Use the Search function to find your property by:

- Property address
- Parcel Identification Number (PIN)
- Property owner name

Once located, the map will zoom to the parcel.

Step 3 – Adjust the Map View

Before printing:

1. Zoom in until the entire parcel is visible.
2. Make sure property boundary lines are clearly displayed.
3. Adjust the map so the parcel is centered on the screen.

Applicants may turn on additional layers such as:

- Parcel boundaries
- Aerial imagery
- Roads and streets

Step 4 – Print the Map

Use the Print tool in the GIS viewer.

Recommended settings:

- Paper size: 8.5" × 11"
- Orientation: LandscapeMap scale: Fit to page

Print the map.

Step 5 – Draw Your Plot Plan on the Map

After printing the parcel map:

Applicants must clearly draw and label the following items on the printed map:

- Existing structures (house, garage, sheds, decks, pools, etc)
- Proposed construction
- Driveways and parking areas
- Distance from structures to property lines
- Street name
- North arrow (if not shown)

Measurements must be shown from the structure to the nearest property line.

Important Notice

GIS parcel maps are **approximate and are not surveys**. The map is intended only as a visual aid for preparing a zoning plot plan.

Source: Monroe County GIS disclaimer.
https://gis.monroecountypa.gov/

If property boundaries are unclear, the Zoning Officer may require a survey or additional documentation before permit approval.