OFFICE OF THE CITY ASSESSOR

CITY OF WAUKESHA

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PAUL J. KLAUCK
CITY ASSESSOR

REQUEST TO COMBINE PARCELS

Please be advised that your request to combine parcels under one tax key number, if granted, does not make them one parcel. It will only allow them to be assessed and taxed under one tax key number.

Generally speaking, this office is reluctant to combine parcels, other than small segments that are obtained from adjoining land owners for various reasons, which are then attached to the main parcel.

Combining parcels does not affect zoning or building code requirements. This office recommends that you first obtain the approval of the Planning and Building Inspection departments, if the purpose of combining the parcels is to create a buildable lot.

We strongly recommend having a surveyor look over the property and make a recommendation. In cases where it is deemed to be in the best interest of the Property Owners, Assessments Practices, City/County Listing Requirements or Municipal Zoning Regulations, we would consider combining parcels that meet the following requirements:

- Parcels must be adjoining.
- Ownership (title/conveyance by recorded deed) is the same.
- There are no delinquent taxes due on any of the parcels.
- Parcels are in the same special district, if applicable.
- Combination does not adversely affect any special assessments.

I am requesting the following parcels to be combined:

_____ _____

The reason(s) for this request:

_____

As separate parcels, are these properties buildable? ____ Yes ____ No
Are there any landlocked parcels involved? ____ Yes ____ No
Is/Are building(s) location situated across multiple lots? ____ Yes ____ No

NOTE: If you have a survey available, please attach a copy to this form.

_____ _____
Signature of Owner (all owners must sign) Date

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FOR OFFICE USE ONLY **APPROVED** ____ **Yes** ____ **No** **Date** _____

"Old" Tax Key Numbers Deleted_____

"New" Tax Key Number Assigned_____