

PLACER COUNTY ASSESSOR'S OFFICE

Kristen Spears, Assessor

2980 Richardson Drive • Auburn, CA 95603-2640

Telephone: (530) 889-4300 • Fax: (530) 889-4305

Website: www.placer.ca.gov/assessor • E-mail: assessor@placer.ca.gov



Assessor's Parcel Boundary Change Request

Attention: Mapping Section

INSTRUCTIONS:

Without exception, **all** of the following conditions must be met:

1. A split is a separation of one Assessor's parcel into two or more Assessor's parcels, resulting in separate tax bills for each. A combination merges two or more current assessor parcels into one tax bill.
2. Only the property owner or legally authorized agent can request to have a parcel split or combined for property tax purposes.
3. A split **must** be along established lot lines from a recorded Subdivision or Parcel Map (unless splitting undivided interests in one parcel).
4. First and second installments for current and previous tax years due (or not yet due and payable) on the parcels being combined or split **must** be paid in full prior to request being processed.
5. The recorded ownership of all parcels **must** be exactly the same.
6. All parcels **must** be in the same Tax Rate Area (TRA); unless the size of the parcel to be combined or moved across existing TRA boundaries is less than 45,000 square feet **or** less than \$50,000 in value. (R&T Code 606 (b) (c)).
7. All parcels **must** be contiguous (directly adjoining each other and not separated by a roadway).
8. Once the request has been submitted and processing has been completed it cannot be reversed. Returning the property to the original configuration will require a new request be submitted and payment of the appropriate fees outlined below.
9. **This action by the county Assessor is for property assessment purposes only. It does not imply legal lot status nor does it constitute legal lot approval by any Planning/Building authority. If you have questions regarding legal lots, you should contact the appropriate Planning/Building authority where the property is located.**
10. Complete the lower portion of the request form and return to Kristen Spears, Placer County Assessor, 2980 Richardson Dr., Auburn, CA 95603-2640. **A NON-REFUNDABLE fee of \$73.00 for the first 2 new created or 2 parcels combined into 1 new parcel, as well as an additional \$36.50 for each new or combined parcels must be included with this application. Submission of the application does not assure that your request will be approved.** (Checks should be made payable to: Placer County Assessor.)

I have read the above conditions and believe that all of them have been met. I request, therefore, that the following parcel(s) be **combined** **split** into new parcel(s) for the next succeeding property tax year:

Current Assessor's Parcel Number(s)

- | | | |
|----------|----------|----------|
| 1. _____ | 2. _____ | 3. _____ |
| 4. _____ | 5. _____ | 6. _____ |

Property Owner's request (Please print name)

Mailing Address (Please print)

City

State

Zip Code

Signature of Property Owner

Date

(_____) _____
Telephone No. (8am – 5pm)

NOTE: For undivided interest splits, please use the reverse side of this form to provide the mailing address for the individual owner's new parcels.