PARCEL SPLIT REQUEST

Requests for parcel splits may be submitted by property owners or agents. The requests shall be in writing and submitted for review to the GIS/Mapping Department. A review will be conducted upon receipt. The requirements that follow are minimal and the "granting" of a split will remain at the discretion of the Property Appraiser's Office. This change to the parcel may have an impact on taxable value, exemptions, capped value and/or taxes. This office does not determine whether a parcel/s meet legal requirements for development purposes.

I. To qualify for a SPLIT, the parcel MUST:
   a) All property taxes must be current.
   b) Have existed previously as individual parcels either recorded or unrecorded, that were combined at the owner’s request, or
   c) Provide legal description or provide a survey if available for each parcel as they would appear after split.
   d) Have approval from Land Development Division acknowledging and agreeing to owner’s split request.
   e) Have a release of Unity of Title
      (Note: GIS/Mapping will verify if the property is encumbered.)

II. Property Control Number: Building Exemption

<table>
<thead>
<tr>
<th>Prior existing parcel</th>
<th>Deed</th>
<th>Identified by survey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes/No</td>
<td></td>
<td>Yes/No</td>
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Required: (check one and give support documentation)

Additional Notes:

III. Current Owner(s) or Agent:

Signature: ______________________________ Date: __________________

Print Name/Title: ______________________________ Contact Number: __________________

Interoffice Recommendation to proceed: Initials: ______ Dept: ______ Date: ______

For questions regarding Splits, please contact the GIS/Mapping Department at (561) 355-1558.