



STEELE COUNTY

630 Florence Avenue

PO Box 890

Owatonna, MN 55060

COMBINING OF PARCELS

Request to combine parcels must be in written form, addressed to the County Auditor, include the Parcel ID's of parcels to be combined, date, telephone number and signature(s) of all property owners.

(Note: Combinations with not occur until the next payable tax year.)

The following criteria must be met for a combining of parcels, please initial where indicated:

- Same taxing district (city/township, school/debt/TIF district, etc.)
- Parcels are contiguous (by more than a single point)
- Identical ownership on all parcels (including joint or individual tenancy, no separate interest differences i.e. one parcel subject to a Life Estate and the other not or different fee owners, etc.)
- Same Section, Addition or Plat
- No outstanding or proposed special assessments (May be waived by written permission from taxing district levying the special assessment)
- A clear/concise legal description can be written for the combined parcels or a survey provided for the combined descriptions
- Conforms with existing record management
- Taxes are not delinquent. Tax records will not be changed until the current years' taxes and special assessments on all parcels involved in the combination have been paid.

The normal due dates for 2nd half are:

Non-Farm: October 15th Farm: November 15th

- Requests made after January 2nd will not be completed for the current years' taxes
- All parcels must have the same property classification

Please Note:

- A survey may be required in the future if splitting the property
- Mortgage company--confirm if there is a mortgage on only one of the parcels or separate mortgages on both parcels and if this is acceptable to combine.
- If a 3rd party, such as a mortgage company or Planning & Zoning department is requiring the combination, notify them of the above criteria.

See reverse for official Request to Combine Parcels form

REQUEST TO COMBINE PARCELS

I am the owner of the following parcels and request that they be combined for tax purposes.

Parcel # _____

Parcel # _____

Parcel # _____

Parcel # _____

Comments:

I acknowledge that I have read the requirements outlined and understand that in addition to all other criteria outlined on the reverse side, a survey may be required in the future if splitting the property. If a mortgage exists, that I have contacted my mortgage company and they are in agreement. I understand that this combination will not be changed in the tax system until all current years' taxes and special assessments on all parcels have been paid.

Dated this _____ day of _____, 20____

Print Name _____

Signature _____

Print Name _____

Signature _____

Phone Number: (_____) _____ - _____

Return to: Steele County Auditor
630 Florence Ave
PO Box 890
Owatonna MN 55060