

Date: \_\_\_\_\_



*A non-refundable application fee of \$50 is required at the time this application is submitted.*

## Application for Parcel Combination

### 1. Owner/Applicant Information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

### 2. Parcel 1 Information

Property Address: \_\_\_\_\_

If Vacant, Closest Cross Street(s) \_\_\_\_\_

Parcel ID #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Legal Description of Parent Parcel (Attach Additional Sheets if Necessary)

\_\_\_\_\_  
\_\_\_\_\_

### 3. Parcel 2 Information

Property Address: \_\_\_\_\_

If Vacant, Closest Cross Street(s) \_\_\_\_\_

Parcel ID #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Legal Description of Parent Parcel (Attach Additional Sheets if Necessary)

\_\_\_\_\_  
\_\_\_\_\_

### 4. Description of Intended Result

\_\_\_\_\_  
\_\_\_\_\_

### 5. Required Documentation/Site Sketch or Survey

*Refer to back page for full application requirements*

Two or more intact parcels proposed to be combined with same owner. No survey or site sketch required.

Transfer of property between parcels. Survey required for both resulting properties.

### 6. Property Owners Affidavit:

*By Signing below, I understand that an approved parcel combination does not relieve me from complying with all applicable requirements of the City of Harrison Zoning Ordinance, or any other City ordinance. Additionally, by signing, the applicant is authorizing the Assessor to change the assessment roll (and therefore tax roll and applicable tax maps) as requested. The undersigned affirms that the information included in this application is correct to their best knowledge. By Signing below, the applicant/owner hereby grants permission to City of Harrison officials and employees to enter upon the subject property for the purpose of review and evaluation of this request. Furthermore, by signing you acknowledge that the application fee is non-refundable even if the land parcel split is denied.*

Owner/Applicant

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



For City Use Only

Application is: **Approved:**

**Denied:**

Signature of City

Assessor: \_\_\_\_\_

Date: \_\_\_\_\_

**7. The following documents must be included with all parcel combination requests**

- A. A completed parcel combination application form, as provided by the City of Harrison;
- B. Payment of the parcel combination application fee;
- C. A complete and accurate legal description of each proposed lots or parcel to be combined;
- D. if required - the tentative survey/sketch shall include:
  - 1. Date, north arrow, scale, and name of the individual or firm responsible for the completion of the tentative parcel map.
  - 2. Proposed lot lines and their dimensions
  - 3. Location and nature of proposed ingress and egress locations or any existing public or private streets.
  - 4. The location of any public or private street, driveway, or utility easements to be located within any proposed lot or parcel. Copies of the instruments describing and granting such easements shall be submitted with the application.
  - 5. General topographical features including contour intervals no greater than ten (10) feet
  - 6. Any existing buildings, public or private streets, and driveways within one hundred (100) feet of all proposed property lines.
  - 7. The zoning designation of all proposed lots or parcels.
  - 8. Small scale sketch of properties and streets within one quarter (¼) mile of the area.
  - 9. Proposed method of handling storm water drainage.
- E. A signed letter and or purchase agreement from the owner of the property to be combined (If applicant does not own both parcels)

**\*Applications for parcel combinations shall not be accepted unless all of the required materials are submitted and complete.\***

**\*\*All taxes must be paid in full - no delinquents - proof of payment may be necessary\*\***