

CITY OF BATTLE CREEK, MICHIGAN

OFFICE OF THE CITY ASSESSOR



APPLICATION TO COMBINE (MERGE) TAX PARCELS

The applicant will submit this form with a processing fee (see schedule below). In turn, the City will review the proposal's conformity to 1) the minimum size and building setback provisions of the local zoning ordinance and 2) the below listed criteria. The fee is **non-refundable** even if the City finds the proposal is nonconforming, and it cannot approve the application.

- Each parcel listed in the request is contiguous (i.e., shares a common boundary) with one other parcel listed.
- No delinquent (past year) taxes are associated with the parcels listed in the request.
- A responsible party intends to pay the current year taxes of all listed parcels by mid-January.
- Ownership of the parcels entirely agree with one another (e.g., by contrast, the City Assessor's Office would not combine a parcel assessed to the John R. Doe Trust with another parcel assessed to John R. Doe, an individual).
- There is no active mortgage associated with the parcels related to the request.
- All parcels are entirely within or without a public financing authority district or abate (e.g., TIFA, DDA, Renaissance Zone).
- Only one parcel in the parcels listed in the request contains a house or other residential occupiable structure.
- All of the requested parcels are located within the same public school district.
- More than five (5) years have passed since the Calhoun County Land Bank Authority has held title to one or more of the requested parcels.

COMPLETE THE FOLLOWING if your proposal conforms to said requirements:

Effective tax year _____, I request the City Assessor's Office **COMBINE** the following tax parcels:

_____ -- _____ -- _____ -- _____

_____ -- _____ -- _____ -- _____

_____ -- _____ -- _____ -- _____

_____ -- _____ -- _____ -- _____

_____ -- _____ -- _____ -- _____

***Processing Fee-**

\$100 FOR THE FIRST TWO PARCELS COMBINED, \$10 FOR EACH ADDITIONAL PARCEL OVER THE FIRST TWO COMBINED.

Signature _____ Date ____/____/____