



Town of Clarkdale
Request for Combination of Parcels

I hereby request that the parcels listed below be combined into a single parcel.

Parcel # _____

Required Approval Signatures:

Clarkdale Community Development Director Date

County Treasurer's Office Date

Owner's Signature Date

You must contact both Community Development Department and the County Treasurer's Office

IN ORDER FOR THIS REQUEST TO BE PROCESSED YOU MUST:

- ___ 1. Obtain all approvals from Town and County entities.
- ___ 2. Provide legal descriptions.
- ___ 3. Have identical ownership on the parcels to be combined.
- ___ 4. The type of ownership on the titles must be the same. Example: either the owners hold all parcels in joint tenancy or all without joint tenancy.
- ___ 5. The tax districts of these parcels must be the same.
- ___ 6. If one parcel is a lot parcel and one is a metes and bounds parcel, a letter from the homeowner's association of the subdivision approving the combination is required.
- ___ 7. If the lots are from different subdivisions, letters from each homeowner's association approving the combination is required.
- ___ 8. Parcels that have open agreements may be combined. If there is an agreement both vendor and vendee must be exactly the same on all parcels, and a letter of approval must be submitted from the vendor.
- ___ 9. Parcels that are non-contiguous or separated by dedicated rights-of-way cannot be combined.
- ___ 10. Owner must sign request for combination of parcels.
- ___ 11. All reference deeds involved must be attached to the combination request.

NOTE: IF THERE IS AN ENCUMBRANCE OR DEED OF TRUST ON ANY OF THE PARCELS, IT IS YOUR RESPONSIBILITY TO NOTIFY THE LENDING INSTITUTION OF THIS CHANGE IN THE EVENT THEY ARE IMPOUNDING MONIES FOR PAYMENT OF TAXES.