



ST. JOHNS COUNTY
PROPERTY APPRAISER
Eddie Creamer, CFA

Request to Combine Parcels

Owner(s):

Parent STRAP:

Parcels STRAPs to
Combine (*list*):

FILING REQUIREMENTS

This request must be completed by the owner(s) of record as of January 1st of the year in which the combine is to be applied. **Combines may only be requested January 1st through July 1st of each tax year.**

Please see page 2 for a full list of requirements.

IMPORTANT NOTICES

Prior Approval by County Offices

A parcel combine by the Property Appraiser's Office is for ad valorem taxation purposes ONLY, and does not imply the legality of the land combination being requested, the legality for such parcel to be conveyed via land title nor the suitability of such parcel to be developed. Prior legal approval for parcel combines from the appropriate zoning, planning or community development agency of your jurisdiction is **STRONGLY ENCOURAGED**. It is recommended to contact the appropriate land development, zoning, and/or planning department of your jurisdiction for questions concerning property development. The St. Johns County Property Appraiser does not issue determinations regarding the legality of parcel combinations, and will not advise owners on such matters.

SUGGESTED CONTACTS:

St. Johns County	<i>County Development Review Division</i>	(904) 209-0660
City of St. Augustine	<i>Planning and Zoning Director</i>	(904) 825-1065
City of St Augustine Beach	<i>Planning and Zoning Director</i>	(904) 471-8758

Assessment Limitation "Cap"

When combining any parcels, the full market value of the combined parcel(s) will be added to the assessed value of the existing parcel for the current year. Please note that property taxes may increase as a result of the combine that you are requesting.



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REQUIREMENTS

Please read each requirement below and initial to indicate your response. If any of the following criteria is not met, your parcel may not be eligible for a combine during this tax year.

1. **Were you the owner(s) of record as of January 1st of this year?**

_____ Yes (please initial)

If you were not the owner of record as of January 1st, you are not eligible to request a combine for this tax year.

2. **Have all taxes currently payable, due or delinquent, been paid on all parcels?**

_____ Yes (please initial)

The Property Appraiser's Office will not combine parcels until all taxes currently payable, due or delinquent, have been paid to the Tax Collector's Office.

3. **Is the title on all properties held in the exact same way?**

_____ Yes (please initial)

The title on all parcels must be identical, otherwise the Property Appraiser's Office will not combine parcels (e.g. Property Appraiser's Office cannot fulfill a combine on two parcels where title on one is held by the Husband, and other by the Husband and Wife).

4. **Are all parcels in the same taxing district?**

_____ Yes (please initial)

The Property Appraiser's Office will not combine parcels unless they are in the same taxing district, as millages vary between districts.

5. **Are all parcels contiguous?**

_____ Yes (please initial)

Except those that fall under A.G.O. 96-79 which, in summary, states that certain parcels split only by a right-of-way may be considered contiguous.



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Owner or Owner's Authorized Representative

By signing below, whether by the owner or the owner's representative, the owner acknowledges they have read and understand the aforementioned and availed themselves of the opportunity to ask any questions, seek clarification, or obtain additional information. A copy, signed by this office shall serve as proof that this request is being processed by the Property Appraiser's Office. The processing time of 2 to 4 weeks of this request should not hinder business matters (e.g. real estate closing).

If submitted and signed by a representative, a letter of authorization from the owner(s) must be included with this form.

Signature: Date:

Signature: Date:

Print Name: Phone:

Email Address:

Please email completed form to gis@sjcpa.gov or fax to (904) 827-5580.

Official Use ONLY - please do not write below.

Receiving Deputy's Signature: Date:

Combine Completed.
Surviving (a.k.a. Parent) STRAP: Effective Year:

Combine Denied.
Combine cannot be processed for the following reason(s):

Processing Deputy's Signature: Date: