



King County

Department of Assessments

King Street Center

201 S Jackson St

Seattle, WA 98104-2384

Public Information Desk (206) 296-7300

Assessments FAX (206) 296-0595

Email: Abstract.Assessments@kingcounty.gov

<http://www.kingcounty.gov/assessor/>

John Wilson

Assessor

REQUEST FOR SEGREGATION OR MERGER INSTRUCTIONS

A property owner may wish to segregate (divide) or merge (combine) their tax parcel(s). In order to do so the attached request form must be submitted to King County Department of Assessments via mail, e-mail, fax, or in-person.

- Only the property owner(s) or someone with power of attorney may sign the request (power of attorney document must be included with the request). A real estate agent, title officer, surveyor, attorney, etc. may not sign on an owner's behalf.
- If the request involves multiple parcels, all must be held in the same ownership.

When reviewing requests, King County Department of Assessments considers several factors including (but not limited to) the following:

- **PROPERTY TAXES:** Per RCW 84.56.340, property taxes must be current on all accounts involved. King County Department of Assessments is not able to segregate or merge parcels if the property taxes are delinquent.
- **IMPROVEMENTS:** A parcel cannot be segregated along a historical lot line when an improvement (structures such as homes, garages, decks, etc.) straddles said line. If there are existing improvements in contention with a lot line, a demolition permit will be required as proof that they have been or will be removed. This is not a factor when a merge is being requested.
- **MORTGAGE LENDERS/SERVICERS:** If the taxpayer is requesting parcels be merged when the property taxes are being paid by a mortgage lender/servicer we require written acknowledgement from that party. This is not required when a segregation is being requested.

Please note Department of Assessments cannot guarantee that a given request will be approved. In many cases, the property owner may be required to pursue a formal short plat or boundary line adjustment process through the appropriate local jurisdiction's planning department. In the event a request cannot be granted, notification will be sent via the contact information provided on the form. Changes may take 4 to 6 weeks to be reflected in the county's public-facing online database. We are not able to provide proactive notification but once a change has been implemented an amended tax statement will be sent out, which will serve as a notice of completion.

*****ANY CHANGES ENACTED PURSUANT TO THIS REQUEST FORM ARE FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. THE SEGREGATION OR MERGER OF TAX PARCELS DOES NOT IN ANY WAY ASSURE OR CONSTITUTE A LEGAL, BUILDABLE LOT. PLEASE CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING JURISDICTION TO DISCUSS THEIR SPECIFIC DEVELOPMENT REQUIREMENTS AND PROCEDURES.*****

REQUEST FOR SEGREGATION OR MERGER

Mail: King County Department of Assessments, Attn: Abstract Unit, 201 S Jackson Street Room 708 Seattle, WA 98104

Email: Abstract.Assessments@kingcounty.gov

Abstract Direct Line: (206) 263-2421 Abstract Fax: (206) 296-0106

PROPERTY OWNER(S):	
ADDRESS (CITY, STATE & ZIP):	
PHONE NUMBER:	EMAIL ADDRESS:

<p>I REQUEST THE SEGREGATION / MERGER (CIRCLE ONE) OF THE PROPERTY BELOW</p> <p>PROPERTY TAX ACCOUNT NUMBER(S): (located on your property tax statement or appraisal notice)</p> <p>_____</p> <p>_____</p> <p>ABBREVIATED LEGAL DESCRIPTION: (include lot, block, and plat name OR section, township & range)</p> <p>_____</p> <p>_____</p> <p>DOES PROPERTY INVOLVED INCLUDE IMPROVEMENTS? YES / NO (CIRCLE ONE)</p> <p>REASON FOR SEG/MERGE REQUEST, ANY SPECIAL INSTRUCTIONS:</p> <p>_____</p> <p>_____</p> <p>_____</p>

Mailing address for tax statement(s) if different from above:

ADDRESS (CITY, STATE & ZIP):	
PROPERTY OWNER(S) SIGNATURE (REQUIRED):	DATE:

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