

**COLUMBIA COUNTY ASSESSOR REQUEST TO SEGREGATE OR COMBINE TAX LOT(S)**

ACCEPTED BY (INITIAL): \_\_\_\_\_ DATE: \_\_\_\_\_ ASF #: \_\_\_\_\_

**REQUIREMENTS:**

1. NAMES ON THE TAX LOTS MUST MATCH EXACTLY, INCLUDING MIDDLE INITIAL.
2. ALL TAXES DUE MUST BE PAID AT THE TIME THE REQUEST IS PROCESSED INTERNALLY (per ORS 308.210).
3. ALL REQUESTS MUST BE APPROVED BY THE COUNTY ASSESSOR PRIOR TO PROCESSING.

**IMPORTANT MESSAGE:**

OUR WORK LOAD IS EXTREMELY HIGH TRYING TO KEEP UP THE NEW OWNERSHIP CONFIGURATIONS. THE PROPERTY YOU OWN IS ALREADY BEING ASSESSED TO YOU. WE ARE THEREFORE FORCED TO PUT A VERY LOW PRIORITY ON THIS REQUEST AND IT MAY OR MAY NOT BE PROCESSED BY THE TIME THE NEXT TAX ROLL IS PRODUCED. OREGON LAW REQUIRES ALL OF THE TAXES TO BE PAID. IF THIS HAS NOT BEEN PROCESSED BY THE NEXT TAX ROLL, THOSE TAXES WILL NEED TO BE PAID AS WELL. IF THEY ARE NOT, THIS REQUEST WILL ONCE AGAIN BE DELAYED! WE WORK FOR YOU, AND WILL TRY OUR VERY BEST TO PROCESS THIS REQUEST JUST AS SOON AS WE CAN. OBVIOUSLY THERE ARE EXCEPTIONS TO EVERY RULE. IF THERE IS A COMPELLING REASON WHY THIS REQUEST MUST HAVE A HIGHER PRIORITY AND DESERVES SPECIAL TREATMENT, PLEASE EXPLAIN THIS TO US BELOW IN THE LINE DESIGNATED "OTHER" AND IF WE AGREE WITH YOU WE WILL ADJUST THE PRIORITY LEVEL ACCORDINGLY.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

MAIL ADD: \_\_\_\_\_

AFFECTED TAX LOT(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**COMBINATIONS**

I (WE) REQUEST THE ABOVE REFERENCED TAX LOTS BE COMBINED INTO ONE TAX LOT FOR ASSESSMENT PURPOSES.

\_\_\_\_\_  
 (OWNER(S) OR AGENTS SIGNATURE AND DATE) (OWNER(S) OR AGENTS SIGNATURE AND DATE)

**SEGREGATIONS (DIVISIONS)**

IN ADDITION TO THE ABOVE REQUIREMENTS, YOU MUST FURNISH US WITH THE FOLLOWING TO PROCESS YOUR REQUEST:

4. A LEGAL DESCRIPTION FOR EACH TAX LOT DESIRED.
5. IF THERE ARE IMPROVEMENTS (STRUCTURES) LOCATED ON THIS PROPERTY, INDICATE CLEARLY WHERE EACH WILL BE AFTER THE SEGREGATION(S), PROVIDE A SKETCH IF NECESSARY.

IF THIS PROPERTY IS SUBJECT TO COLUMBIA COUNTY LAND USE REGULATIONS A COLUMBIA COUNTY PLANNER MUST SIGN OFF ON THIS ACTION:

DATE: \_\_\_\_\_ PLANNER INITIALS: \_\_\_\_\_

I (WE) REQUEST THE ABOVE REFERENCED TAX LOT(S) BE SEGREGATED (DIVIDED) INTO TAX LOT(S) AS DESCRIBED IN THE ATTACHED LEGAL DESCRIPTION(S), FOR THE FOLLOWING REASON:

- LEASE (ATTACH COPY OF LEASE AGREEMENT)
- MORTGAGE OR TRUST DEED (ATTACH COPY OR RECORDING INFORMATION.)
- OTHER (PLEASE EXPLAIN) \_\_\_\_\_

I (WE) ACKNOWLEDGE THAT: CREATION OF TWO OR MORE TAX LOTS IS FOR **ASSESSMENT AND TAXATION PURPOSES ONLY**. THE COLUMBIA COUNTY ASSESSOR DOES NOT GUARANTEE THAT ANY PARTICULAR USE MAY BE MADE OF THE PROPERTY, EITHER IN WHOLE OR IN PART AND THE ASSESSOR DOES NOT GUARANTEE THAT THE PROPERTY CAN BE LEGALLY SOLD TO ANOTHER PARTY, EITHER IN WHOLE OR IN PART. **ALSO, PROCESSING OF THIS REQUEST MAY RESULT IN A RE-CALCULATION OF THE MAXIMUM ASSESSED VALUE UNDER BALLOT MEASURE 50.**

\_\_\_\_\_  
 (OWNER(S) OR AGENTS SIGNATURE AND DATE) (OWNER(S) OR AGENTS SIGNATURE AND DATE)

RETURN COMPLETED FORM TO: **COLUMBIA COUNTY ASSESSOR**  
 230 STRAND STREET, ST. HELENS, 97051