

Montgomery County Parcel Split and Combination Information

Property Split Requirements

Due to the growth of the county, the Montgomery County Auditor and Mapping Departments need accurate split information to perform their jobs accurately and efficiently. Before an existing tax parcel can be split into two or more tax parcels, the following conditions must be met:

- All delinquent property taxes need to be paid before an existing tax parcel can be split.
- All splits of existing parcels must be performed via a conveyance document such as a Warranty Deed or Quitclaim Deed. **NOTE: If you need to transfer a piece of property, it is recommended that you seek professional assistance from an Attorney or Title Company. *The Auditor's Office Staff does not prepare legal documents. Your deed must be prepared and notarized PRIOR to bringing it to the County Auditor's Office for approval.***
- All splits of existing tax parcels must be recorded with a drawing indicating where the new parcel will be located, the acreage of the new parcel, and whether or not improvements exist on the property.

Combining Parcels for Tax Purposes

The Montgomery County Auditor and Mapping Departments, which are responsible for keeping the real property tax records for Montgomery County, acknowledge that property owners may desire to combine their parcels for tax purposes. Any owner wishing to do so must complete the Parcel Join Form available from the Auditor's Office or Mapping Department. In order for any such request to be granted, all the following must be true:

- All delinquent property taxes need to be paid before parcels can be combined.
- The parcels to be combined must touch each other and cannot be separated by another parcel or a public right of way.
- Title to the parcels must be held in exactly the same name.
- The parcels cannot cross section boundaries (IC 6-1.1-5-16).
- All parcels must be in the same taxing unit.
- To combine parcels described by metes and bounds, the petitioner must have a boundary survey describing the property as one parcel recorded by deed.

Important Notes

- Filing a request does not guarantee that the parcels will be combined.
- Because of the time between assessment date and the time tax bills are sent, you will receive tax bills for the separate parcels for one tax year after you fill out this request.
- The combining of parcels does not necessarily affect the value that will be placed on your property for tax purposes.
- Combining parcels may affect the owner's ability to use the property per local zoning laws. The owner may want to check with their zoning authority before making a request to combine parcels.