



DOROTHY JACKS
CFA, AAS
Palm Beach County Property Appraiser

Governmental Center - Fifth Floor
301 North Olive Avenue
West Palm Beach, FL 33401
tel 561.355.3230
fax 561.355.3963
pbcgov.org/papa

Geoprocessing Department
Governmental Center-Fifth Floor
301 North Olive Avenue
West Palm Beach, FL 33401
tel 561.355.1558
fax 561.355.3065

PARCEL SPLIT REQUEST

Requests for parcel splits may be submitted by property owners or agents. The requests shall be in writing and submitted for review to the GIS/Mapping Department. A review will be conducted upon receipt. The requirements that follow are minimal and the "granting" of a split will remain at the discretion of the Property Appraiser's Office. This change to the parcel may have an impact on taxable value, exemptions, capped value and/or taxes. This office does not determine whether a parcel/s meet legal requirements for development purposes.

- I. To qualify for a SPLIT, the parcel MUST:
- a) All property taxes must be current.
 - b) Have existed previously as individual parcels either recorded or unrecorded, that were combined at the owner's request, or
 - c) Provide legal description or provide a survey if available for each parcel as they would appear after split.
 - d) Have approval from Land Development Division acknowledging and agreeing to owner's split request.
 - e) Have a release of Unity of Title
(Note: GIS/Mapping will verify if the property is encumbered.)

II. Property Control Number: _____ Building Exemption
Yes/No Yes/No

Required: (check one and give support documentation)

_____ Prior existing parcel _____ Deed _____ Identified by survey

Additional Notes: _____

III. Current Owner(s) or Agent:

Signature: _____ Date: _____

Print Name/Title: _____ Contact Number: _____

Interoffice Recommendation to proceed: Initials: _____ Dept: _____ Date: _____

For questions regarding Splits, please contact the GIS/Mapping Department at (561) 355-1558.

WEST COUNTY SERVICE CENTER
2976 State Road 15
Belle Glade, FL 33430
tel 561.996.4890
fax 561.996.1661

NORTH COUNTY SERVICE CENTER
3188 PGA Blvd., Suite 2301
Palm Beach Gardens, FL 33410
tel 561.624.6521
fax 561.624.6565

MID-WESTERN COMMUNITIES SERVICE CENTER
200 Civic Center Way, Suite 200
Royal Palm Beach, FL 33411
tel 561.784.1220
fax 561.784.1241

SOUTH COUNTY SERVICE CENTER
14925 Cumberland Drive
Delray Beach, FL 33446
tel 561.276.1250
fax 561.276.1278