



OFFICE OF THE CITY ASSESSOR

201 DELAFIELD STREET ROOM 208
WAUKESHA, WISCONSIN 53188-3694
TELEPHONE 262/524-3510 FAX 262/650-2571

Samuel A. Walker, City Assessor
swalker@waukesha-wi.gov

Request to Split Parcels

Splitting a parcel does not affect zoning or building code requirements. This office **REQUIRES** the taxpayer to get prior approval from the Community Development department before splitting parcels.

Community Development Approval & Date	
Recommendation, if any	

It is strongly recommended to have a surveyor look over the property to make a recommendation. It is your responsibility to provide the Assessor's Office with the legal description for the parcel(s) for both the new and old parcels.

The office reserves the right to deny any requests for splitting parcels at its discretion. If the request is denied, the owner will be notified by mail.

PARCEL SPLITS REQUESTED IN THE CURRENT YEAR WILL APPEAR ON THE FOLLOWING YEAR'S ASSESSMENT ROLL.



The following parcel is requested to be split: _____

The reason(s) for the request to split the parcel:

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Are there any delinquent taxes or outstanding special assessments? ___ Yes ___ No

Is the parcel landlocked? ___ Yes ___ No

Is/Are building(s) location situated across multiple lots? ___ Yes ___ No

NOTE: If you have a survey available, please attach a copy to this form.

Owner(s) Signatures (All owners must sign)	
Date	
Phone Number(s)	

FOR OFFICE USE ONLY

Approved? ___ Yes ___ No Date _____

Tax Key Number(s) Deleted	
Final Tax Key Number(s) Assigned	

