



"Building A Stronger Community TOGETHER"

City of Shelton
Community & Economic Development
Department
525 West Cota St., Shelton, WA 98584
Office: 360-426-9731 Fax: 360-426-7746

OFFICE USE ONLY

Fee Received: _____ Receipt #: _____
Date Received: _____ Received By: _____
DPC: _____ - _____

PARCEL COMBINATION APPLICATION

Please print or type

Date of Application: _____

APPLICANT INFORMATION

Information to be mailed to: Applicant Owner

Name of Applicant/ Owner Authorized Representative*: _____

Mailing Address: _____

Area Code and Phone Number: _____

* Requires authorization from all owners of all affected lots or parcels (see page 5)

PROPERTY INFORMATION

Property Location:

Zoning Designation: _____

Street Address (if assigned): _____

Subdivision/Plat/Survey: _____

Lot Number: _____ Block: _____

Tax Assessor's Parcel Number: _____

And also:

Lot Number: _____ Block: _____

Tax Assessor's Parcel Number: _____

And also:

Lot Number: _____ Block: _____

Tax Assessor's Parcel Number: _____

Are parcels described by a metes & bounds legal description? _____ Yes _____ No
(If yes, provide on a separate sheet for any and all applicable parcels.)

Note Please print on legal size paper (8 1/2 x 14)

PARCEL SPECIFICATIONS

	EXISTING LOTS
Lot Number	
Tax Assessor's Parcel Number	
Lot Size	Square Feet
Wetlands or Steep Slopes on Lot? *	Yes _____ No _____
Area(in square feet) of Wetlands and Slopes in Excess of 15 Percent	Square Feet
Street Access	<small>(Street Name)</small>

Lot Number	
Tax Assessor's Parcel Number	
Lot Size	Square Feet
Wetlands or Steep Slopes on Lot? *	Yes _____ No _____
Area(in square feet) of Wetlands and Slopes in Excess of 15 Percent	Square Feet
Street Access	<small>(Street Name)</small>

Lot Number	
Tax Assessor's Parcel Number	
Lot Size	Square Feet
Wetlands or Steep Slopes on Lot? *	Yes _____ No _____
Area(in square feet) of Wetlands and Slopes in Excess of 15 Percent	Square Feet
Street Access	<small>(Street Name)</small>

	COMBINED LOT (proposed)
Lot Size*	Square Feet
Wetlands or Steep Slopes on Lot? *	Yes _____ No _____
Area(in square feet) of Wetlands and Slopes in Excess of 15 Percent	Square Feet
Street Access	<small>(Street Name)</small>

*NOTE: Combined lot size must meet all City standards pertaining to adopted minimum residential density requirements. Wetlands, steep slopes and other critical areas may be excluded from the density calculation. Parcel combinations that result in lots too large to meet minimum residential density requirements may not be approved.

ADDITIONAL APPLICATION REQUIREMENTS

In addition to the above information, the following additional information must be submitted as part of a complete Parcel Combination application:

1. Applicable fees (including application fees and recording fees).
2. A completed Declaration of Parcel Combination (form is attached to this application or available at City of Shelton Community & Economic Development Dept.)
3. A map labeled as Exhibit "A" to Declaration of Parcel Combination DPC ___ - ___, drawn to a scale no less than 1 inch = 50 feet but a minimum 18-inch-by-24-inch, with a 1-inch border, showing:
 - a. Layout and dimensions of existing parcels or lots proposed to be combined.
 - b. Legal descriptions of existing parcels or lots.
 - c. All abutting street right-of-way (public and private). *NOTE: The map shall not include more information than required herein. Do not include on the map any existing or proposed site improvements or data.
4. A map labeled as Exhibit "B" to Declaration of Parcel Combination DPC ___ - ___ drawn to a scale no less than 1 inch = 50 feet but with a 1-inch border, showing:
 - a. Layout and dimensions of combined parcels or lots.
 - b. Legal description of the combined parcels or lots.
 - c. All abutting street right-of-way (public and private).
 - d. A signature block for the Title Company or Surveyor in substantially the following language:

Title Company's Surveyor's Certificate

I hereby certify that the legal descriptions of this Parcel Combination are the full and Correct descriptions.

(Signature) (Date)

Name of Title Company or Surveyor: _____

OWNER INFORMATION

Tax Parcel # _____

Name of Owner: _____

Mailing Address: _____

Area Code & Phone Number: _____

Tax Parcel # _____

Name of Owner: _____

Mailing Address: _____

Area Code & Phone Number: _____

Tax Parcel # _____

Name of Owner: _____

Mailing Address: _____

Area Code & Phone Number: _____

Note Please print on legal size paper (8 1/2 x 14)

OWNER AFFIRMATION/ AUTHORIZATION

Owner's Affirmation / Authorization Statement - I (We) do hereby affirm that I (we) am (are) the owner(s) of the property described herein and that the individual listed as the applicant is either myself (ourselves) or has been authorized by myself (ourselves) to represent me (us) in any proceeding related to this application and is the individual to whom all notices and decisions shall be sent, notwithstanding the applicant is not authorized to sign for me (us) on any documents requiring the owner's signature apart from this application, or any related information required for a complete application, or any information which may be necessary for continued review of this application. Additionally, I (we) understand that this authorization does not relieve me (us) from any responsibilities as the legal owner(s) of the property. Further, I (we) grant permission to any and all employees and representatives of the City of Shelton and governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I (we) further hereby affirm that all information pertaining to the owner(s) and all information I (we) have provided is true and correct to the best of my (our) understanding and knowledge.

Tax Parcel # _____

Owner's Signature: _____

Co-Owner's Signature: _____

Dated this _____ day of _____, 20_____.

NOTARY:

State of _____

County of _____

On this _____ day of _____ AD, 20_____, before me the undersigned a notary in and for the State of _____ duly commissioned and sworn to me personally appeared _____ to me know to be the individuals described in and who executed the foregoing instrument as a free and voluntary act and deed for the uses and purposes therein mentioned. Witness my hand and officials seal the day and year above written.

Notary Public in and for the State of _____

Residing at _____

My Commission Expires: _____

Tax Parcel # _____

Owner's Signature: _____

Co-Owner's Signature: _____

Dated this _____ day of _____, 20_____.

NOTARY:

State of _____

County of _____

On this _____ day of _____ AD, 20_____, before me the undersigned a notary in and for the State of _____ duly commissioned and sworn to me personally appeared _____ to me know to be the individuals described in and who executed the foregoing instrument as a free and voluntary act and deed for the uses and purposes therein mentioned. Witness my hand and officials seal the day and year above written.

Notary Public in and for the State of _____

Residing at _____

My Commission Expires: _____

Tax Parcel # _____

Owner's Signature: _____

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