

**Parcel Combination
City of Kenosha, Wisconsin**

Applicant:	
Mail to address:	
Property addresses of lots to be combined: (if different than mail-to)	
Home Phone:	Work Phone:
<i>To be completed by Staff:</i> <input type="checkbox"/> Review fee submitted Collected by: _____	

The attached parcel combination form shall be completed in order to combine two or more lots in the City of Kenosha that are under the same ownership. The review fee for the parcel combination is **\$30.00**. The application shall be completed as follows:

1. Complete the first line with the name(s) of all the property owner(s) as listed on the deed.
2. Indicate the Tax Parcel Numbers of all parcels involved in the combination.
3. Include the legal description of the parcels to be combined if possible.
4. Strike out the non-applicable “WHEREAS” statement.
5. **All** property owner(s) that were listed above shall sign and date the application.
6. The signature(s) shall be notarized by an official notary public registered in Kenosha County, Wisconsin.

After completing these steps, return the form to the Department of City Development. The Department of City Development will review the application for compliance with Chapter 17 of the Code of General Ordinances regulating land divisions and all other applicable Codes and Ordinances.

When the Director of City Development or a representative thereof signs the application, the application will be returned to the applicant. The applicant will then be responsible for obtaining a signature of approval from the Land Information Office and then recording the document at the Kenosha County Register of Deeds Office. Both offices are located at 1010 56th Street in the City of Kenosha. The applicant shall then submit a copy of the final signed and recorded document to the Department of City Development to be kept on file.

For more information contact:
 City Plan Division
 Department of City Development
 625 52nd Street, Room 308
 Kenosha, WI 53140
 262.653.4030

