

# Combining Parcels

The process for combining parcels is outlined below. There are [2] separate processes depending on if the parcels are in the same, or separate plats.

## Process Overview

1. **Combining adjacent parcels within the same plat.** This parcel combination process in Allegan County involves several steps, coordinated through Allegan Township Assessor. Here is a step-by-step guide to the process:
  - **Step 1:** Contact the Allegan Township Assessor
  - **Step 2:** Complete Application Form (below).  
**Note: The forms will ask for details about each parcel, including tax parcel ID numbers, legal descriptions, ownership information, and signatures of all owners.**
  - **Step 3:** Submit completed application and supporting documentation to the Allegan Township Assessor who will verify information and forward it to the Allegan County Assessor.
  - **Step 4:** Review by the Allegan Township Assessor to verify ownership, confirm eligibility, and check for outstanding taxes or liens; then the form and supporting documentation will be sent to the Allegan County Assessor.
  - **Step 5:** Once approved, the Allegan County Assessor will process the combination and assign a new parcel identification number (PID) for the consolidated property.  
**Note: The approved change will be reflected in Allegan County's property records on January 1st of the following year.**
  - **Step 6:** Property owners are typically notified when the Winter Tax Bills are received by the resident.
2. **Combining adjacent parcels in different plats.** When the parcels lie in different plats, additional hurdles arise due to the potential differences in development restrictions, dedications, and public rights-of-way.
  - **Step 1:** Contact legal representation; a real estate attorney or land use planner familiar with Michigan, Allegan Township, and Allegan County laws can help you through this process. The real estate attorney will,
    - a. **Review** all relevant plats, restrictions, and association rules Engage a licensed land surveyor to prepare necessary surveys and legal descriptions.
    - b. **Contact** the Allegan County Plat Board, Register of Deeds, and local planning departments for procedural guidance.
    - c. **Determine** the impact on taxes and assessments
    - d. **Engage a licensed land surveyor** to prepare necessary surveys and legal descriptions.
    - e. **Ensure that access** to public roads and existing utilities is maintained or properly re-established.
    - f. **Initiate the replat process (if necessary)**, as outlined in the Michigan Land Division Act.
    - g. **Obtain lender consent** if there are mortgages on any of the parcels.
    - h. Title insurance should be reviewed and updated to reflect the new legal description.
    - i. **File all required documents** and pay associated fees.
    - j. **Update property tax and title records** after combination is recorded as necessary.

**Note: Even though this process may be expensive and time consuming, the process may be less costly than paying the fees charged by Allegan Township to install and maintain the sewer system on more than one of your parcels.**