



**Chris Jones, CFA**  
**Escambia County Property Appraiser**  
**Office Phone: (850) 434-2735**  
**www.escpa.org**

ECPA: Revised 08/2023

**Effective for**  
**Roll Year:** \_\_\_\_\_

**Received by:**  
\_\_\_\_\_

**Downtown Office**  
221 Palafox Place, Ste 300  
Pensacola, FL 32502-5836

**Molino Office**  
6440 Hwy 95-A N, Suite B  
Molino, FL 32577

**Date:** \_\_\_\_\_

## **General Instructions for Combination and Split Requests**

Prior legal approval from the appropriate zoning/planning/community development agency in your jurisdiction **is required**. Your Escambia County Property Appraiser's Office **does not** issue determinations regarding the legality of split requests and will not advise owners on such matters.

The Property Appraiser's Office strives to maintain excellence in customer service satisfaction and strives to prevent adverse affects that can occur once a Combination or Split Request is processed. All applicants should review the requirements prior to submitting such a request.

- **All taxes must be paid current.**
- **Only one request per year** is permitted for any property included in a Combination or Split Request.
- **The deadline to submit a Combination or Split Request for the current tax year is June 1.**
- List **all** current parcel number(s) under the column titled **Reference Number**.
- **Split Requests require** you to submit a survey with a legal description which clearly defines the new property boundaries at the time of the request. This office will not create or draft property descriptions.
- **Combination Requests do not** require a survey, sketch, or legal description. However, such documents are always beneficial and appreciated. Combination requests are **required** to meet the following criteria:
  - **All parcels must be titled in the same name(s) as of January 1 of the requesting year.**
  - **All parcels must lie in the same jurisdictional boundary, i.e., city of county limits.**
  - **All parcels must be contiguous.**
- **If any parcel is currently receiving the benefit of a homestead**, the property owner(s) **must file an Affidavit of Homestead**. Our office reserves the right to inspect and investigate the premises to confirm its status.
- All forms **must** be signed by the current owner(s). Forms signed by "prospective buyers" **will not** be processed.
- **If any parcel is currently receiving the benefit of an institutional exemption**, two authorized signatures are required. If combining parcels, **a new exemption application** is required to add lands to the original parcel.
- The first year in which the legal descriptions are combined shall constitute the base year for the new lands, and any cap protection from prior years will be reset at full market value.
- You may mail or personally deliver the completed form and its attachments to the Downtown or Molino Office.

**Requests will be processed from January 1 through June 1 of the effective year.** The processing time should not hinder the sale of a parcel. You may use the fully executed form to provide information for permitting, closings, etc. This office will review and pre-issue a new parcel number(s) as quickly as possible. Questions regarding applications submitted to the Downtown Office should be directed to Lynn Eiland. Questions regarding applications submitted to the Molino Office should be directed to Lisa Arredondo.

The Property Appraiser's Office makes neither representations nor guarantees of the usability of a parcel once a Combination or Split request is complete. Property owner(s) should contact any lenders or mortgagees to verify the request is permitted by the lien holder.

Should you have any questions or concerns, please contact our Office at (850) 434-2735.

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Date Received \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Received by: \_\_\_\_\_

Total Number of Pages: \_\_\_\_\_  
(including required attachments)

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**IMPORTANT NOTICE**

Pursuant to Florida Statute 197.192, the Property Appraiser's Office will not split or combine parcels until all taxes due have been paid to the Tax Collector's Office.

It should be noted that a Combination or Split request processed by the Property Appraiser's Office ***is for taxing purposes*** only and does not imply legality of the land division being requested, nor the legality for such parcel(s) to be conveyed via land title, nor the suitability for such parcel(s) to be developed. Applicants should contact the appropriate land development, zoning, and planning agency within your jurisdiction for questions concerning current and future property development regulations.

**EXEMPT and NON-EXEMPT PROPERTIES AFFECTED BY ASSESSMENT LIMITATION**

***[Note: If this section is not completed, the request will not be processed.]***

**I or We**, understand that combining or splitting property may affect the property's capped value resulting in an increase in **my/our** property taxes.

If **I or We** desire to reverse the process in the future, the "cap value" will not be restored to its former value.

**I or We**, understand that combining additional lands to a parcel that is currently benefiting from a homestead or an institutional exemption **will not decrease parcel value**. The existing "cap" will remain on the parcel with the original exemption. According to Florida Statutes, the newly added parcel's cap will reset at full market value. This will result in taxes based on full market value.

**I or We** acknowledge that **I/we** have read the foregoing cautionary message and do hereby acknowledge **I/we** understand the requirements and consequences of this request by initialing and printing **my/our** names as designated below:

D.T.

Initials

Diane Thames

Printed Name of Owner

Initials

Printed Name of Owner

Initials

Printed Name of Owner

Initials

Printed Name of Owner

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**Parcel Split-Out and Combination Request**

Owner Name(s): Diane Thames

**Combination Request**

Parcel Status	Exempt	Code	Parcel ID	Account Number
<input type="checkbox"/> Vacant <input type="checkbox"/> Improved	Yes / No	_____	_____	_____
<input type="checkbox"/> Vacant <input type="checkbox"/> Improved	Yes / No	_____	_____	_____
<input type="checkbox"/> Vacant <input type="checkbox"/> Improved	Yes / No	_____	_____	_____

**Split-Out Request**

Parcel Status	Survey/Legal Included	Parent Parcel ID	Account Number
<input type="checkbox"/> Vacant <input checked="" type="checkbox"/> Improved	Yes / No <input checked="" type="checkbox"/>	<u>024N334301000013</u>	<u>123552430</u>

New Parcel Identification Number (issued by the Title & Mapping Services Department):  
\_\_\_\_\_

Parcel Status	Survey/Legal Included	Parent Parcel ID	Account Number
<input type="checkbox"/> Vacant <input type="checkbox"/> Improved		_____	_____

New Parcel Identification Number (issued by the Title & Mapping Services Department):  
\_\_\_\_\_

Notes: Dividing 20<sup>+</sup> acres out of Parent Parcel. See Attached

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**PROPERTY APPRAISER TO BE HELD HARMLESS**

[Note: If this section is not completed by all owners, the request **will not** be processed.]

It is the responsibility of the owner(s) to ensure that any and all tax amounts, prior and current, on any parcels involved in a combination or split request are paid in full to the Tax Collector. This agency is not responsible for any delinquent taxes, penalties, interest, or fees which can occur and accrue due to negligence on the part of the property owner(s) or other interested parties involved with the said request.

Furthermore, if the property is encumbered by a mortgage or lien, it is the owner's responsibility to seek approval from the mortgagee or lien holder **prior** to submitting any changes to the property involving a split or combination request.

By all owner(s) signing below, I/we acknowledge, I/we have read and understand all the aforementioned guidelines, potential consequences and requirements, and have availed ourselves of the opportunity to seek clarification, obtain additional information, or counsel prior to this action being taken.

D.T.

Initials

Diane Thames

Printed Name of Owner

Initials

Printed Name of Owner

Initials

Printed Name of Owner

Initials

Printed Name of Owner

Owner:

Diane Thames

Signature

Diane Thames

Print Name

Daytime Phone

Date

5/23/24

Owner:

Signature

Print Name

Daytime Phone

Date

Owner:

Signature

Print Name

Daytime Phone

Date

Owner:

Signature

Print Name

Daytime Phone

Date

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## Zoning Review

[Note: If this section is not completed by the appropriate agency, the request **will not** be processed.]

As an agent of the appropriate jurisdictional agency where the parcel(s) exist in Escambia County, Florida, I have reviewed this request from the parcel owner(s) and made the following determination:

- ☒ The Split Request is consistent with current zoning for the affected parcel(s).
- ☐ The Split Request is not consistent with current zoning for affected parcel(s) for the following reason(s):

- 
- ☐ The Combination Request is consistent with current zoning for the affected parcel(s).
- ☐ The Combination Request is not consistent with current zoning for the affected parcels for the following reason(s):

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The information provided in this section does not constitute review or approval of any development, or the confirmation of any development or land use rights for the affected parcels. Additional information on these issues may be obtained by contacting the County or City planning agencies at the addresses and telephone numbers below.

☒ Escambia County Planning and Zoning

3363 West Park Place  
(850) 595-3475

☐ City of Pensacola Planning Division

222 West Main Street, 5th Floor, City Hall  
(850) 435-1670

Agent: \_\_\_\_\_

Signature

Print Name

Email Address

Title: \_\_\_\_\_

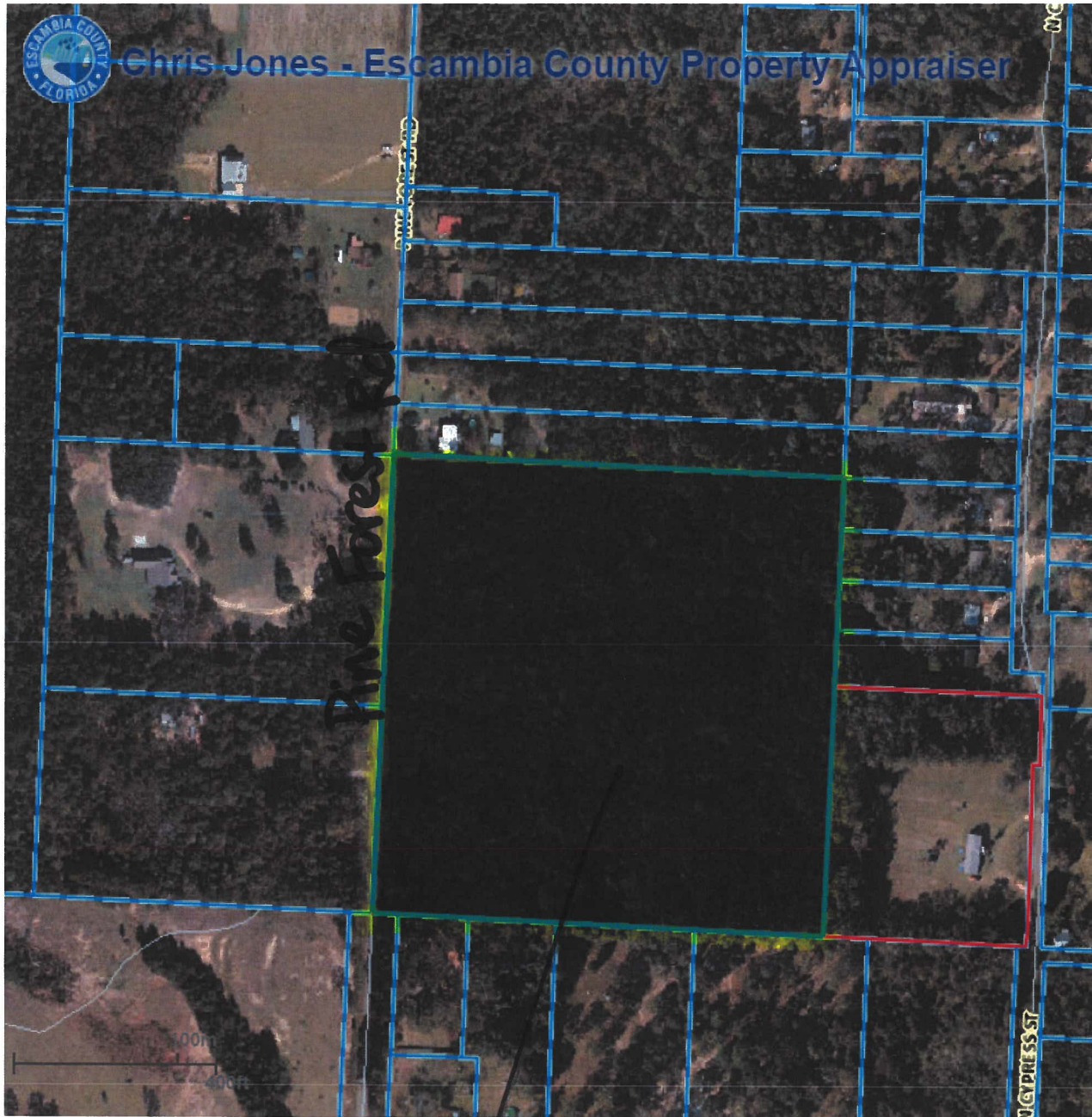
Date: \_\_\_\_\_

Phone: \_\_\_\_\_

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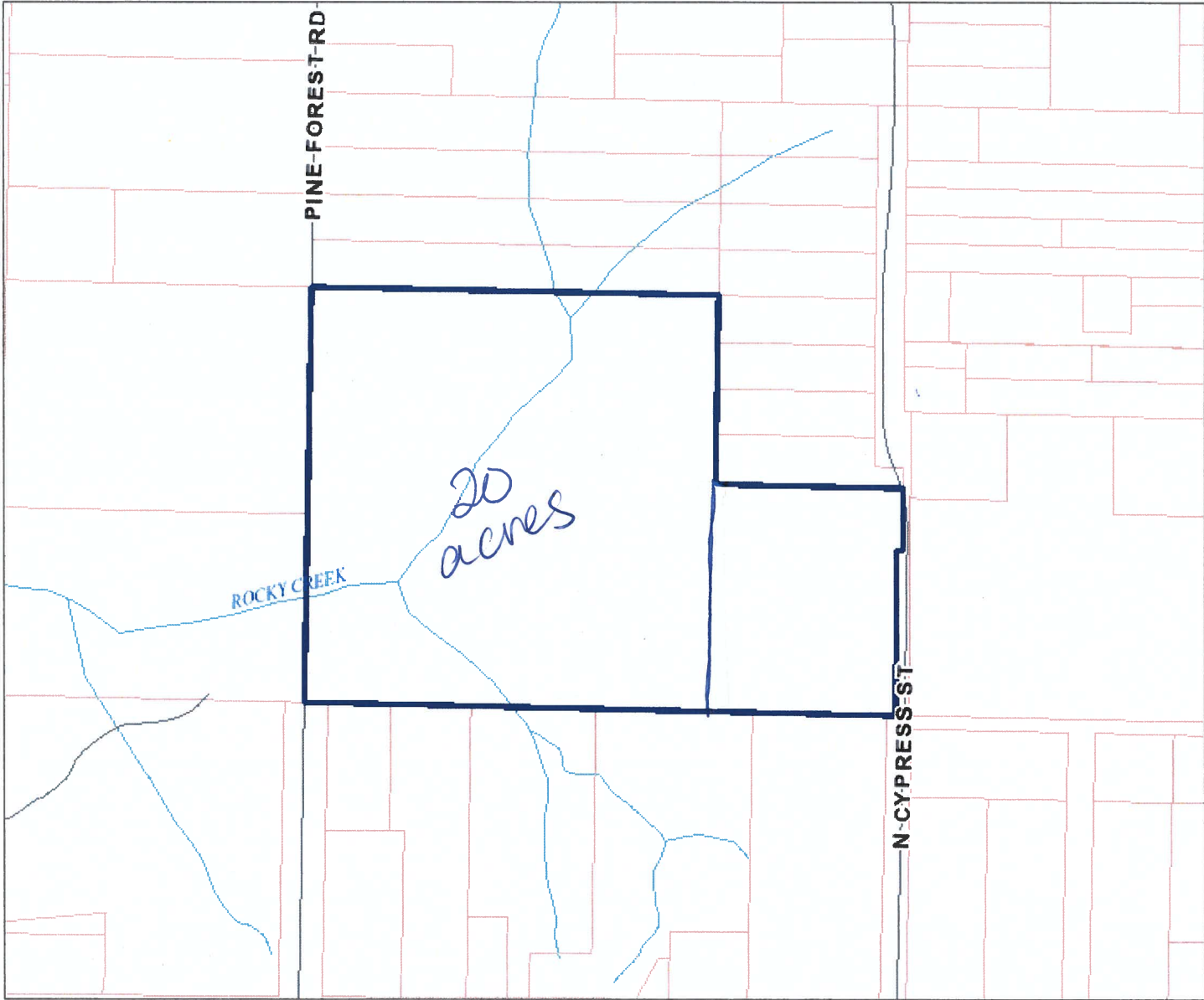


Chris Jones - Escambia County Property Appraiser



20 acres

Parcel Map Image







# Chris Jones Escambia County Property Appraiser

Real Estate Search

Tangible Property Search



Sale List

[Back](#)

Nav. Mode ☒ Account ☐ Parcel ID

Printer Friendly Version

General Information		Assessments				
Parcel ID:	024N334301000013	Year	Land	Imprv	Total	Cap Val
Account:	123552430	2023	\$6,290	\$80,389	\$86,679	\$47,825
Owners:	THAMES DIANE L	2022	\$4,090	\$68,973	\$73,063	\$46,499
Mail:	24 N CYPRESS ST WALNUT HILL, FL 32568	2021	\$4,090	\$57,791	\$61,881	\$45,212
Situs:	24 N CYPRESS ST 32568	Disclaimer				
Use Code:	IMPROV. AGRICULTURAL-RESIDENTIAL	Tax Estimator				
Taxing Authority:	COUNTY MSTU	File for Exemption(s) Online				
Tax Inquiry:	<a href="#">Open Tax Inquiry Window</a>	Report Storm Damage				
Tax Inquiry link courtesy of Scott Lunsford Escambia County Tax Collector						

Sales Data						2023 Certified Roll Exemptions	
Sale Date	Book	Page	Value	Type	Official Records (New Window)	HOMESTEAD EXEMPTION,TOTAL EXEMPT - SERVICE CONNECTED,WIDOW	
08/1994	3620	151	\$12,000	WD		Legal Description	
Official Records Inquiry courtesy of Pam Childers Escambia County Clerk of the Circuit Court and Comptroller						BEG AT NW COR OF SW 1/4 OF SE 1/4 E 10 FT S 420 FT ALG E R/W LI OF PINE FOREST RD FOR POB E 910 FT S 420 FT E 380... 	
						Extra Features	
						None	

**Section Map Id:**  
[02-4N-33-2](#)

**Approx. Acreage:**  
24.0803

**Zoned:**  
RMU  
RMU  
RMU

**Evacuation & Flood Information**  
[Open Report](#)

[View Florida Department of Environmental Protection\(DEP\) Data](#)

Launch Interactive Map

Buildings
Address: 24 N CYPRESS ST, Year Built: 2002, Effective Year: 2002, PA Building ID#: 125692