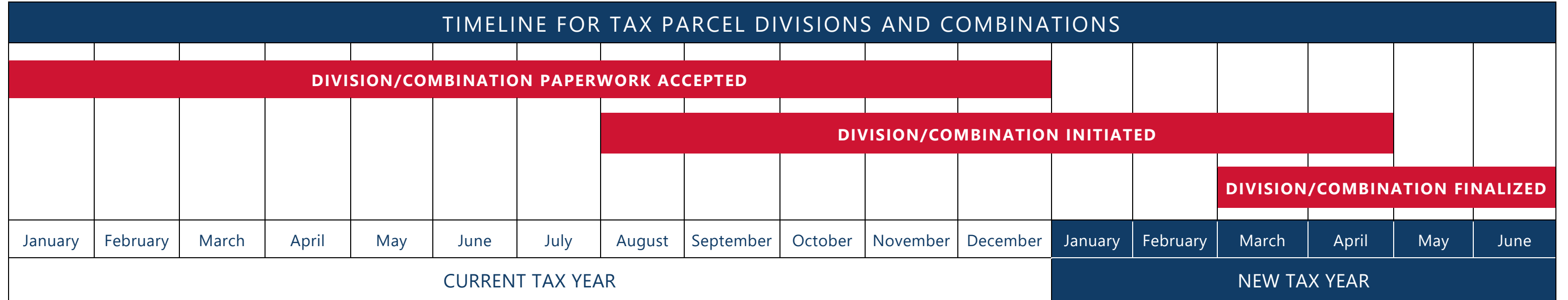


# Hennepin County Tax Parcel Division/Combination Timeline

A division or combination of a property ID number (PID) happens when paperwork is received for an owner-initiated tax parcel division or combination or when a new plat or condominium is filed creating new lots and units. Once this occurs, the Property ID and Platting Unit begins the process of modifying the existing tax records in the county database to reflect those changes.

The timeline below is a simple overview of the process of creating new PIDs. This process can take over a year and involves working with the county surveyor, county assessor, and property tax departments, as well as city assessor offices.



## Step 1: Division/Combination Paperwork Accepted

- Documentation is collected that starts the division/combination process.
- This can include plat mylars, city resolutions or approval forms, owner request forms, surveys, and deeds.

## Step 2: Division/Combination Initiated

- New tax parcels and maps are created and the paperwork is sent to the assessors for new values to be added later.
- The new PID numbers are not yet visible on the Hennepin County website.

## Step 3: Division/Combination Finalized

- The new values from the assessors are entered into the database which creates new tax statements and completes the process.
- The new PID numbers can now be viewed on the Hennepin County website.

## Process Reminders

### Recording Real Estate Documents

- Deeds and other real estate documents can be filed against a property while a PID division/combination is in process.
  - This is true even if the new PID number has not been created yet.

### New Tax Statements

- PID division/combination finalized in March or early April
  - Tax statements for new PIDs are sent out with the normal property tax payment deadlines.
- PID division/combination finalized in late April or later
  - Tax statements for new PIDs are sent out with a deadline extension for first half property taxes.

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