

## **Attachment C**



INTERLOCAL AGREEMENT  
BETWEEN  
GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT, COPPERTON METRO  
TOWNSHIP, EMIGRATION CANYON METRO TOWNSHIP,  
KEARNS METRO TOWNSHIP, MAGNA METRO TOWNSHIP,  
WHITE CITY METRO TOWNSHIP, AND SALT LAKE COUNTY  
FOR ADDRESSING SERVICES

THIS AGREEMENT (the “Agreement”) is made and entered into by and between the GREATER SALT LAKE MUNICIPAL SERVICES DISTRICT, a local district and political subdivision of the state of Utah (“District”), COPPERTON METRO TOWNSHIP, a municipal corporation (“Copperton”), EMIGRATION CANYON METRO TOWNSHIP, a municipal corporation, (“Emigration”), KEARNS METRO TOWNSHIP, a municipal corporation (“Kearns”), MAGNA METRO TOWNSHIP, a municipal corporation (“Magna”), WHITE CITY METRO TOWNSHIP, a municipal corporation (“White City”), and SALT LAKE COUNTY, a body corporate and politic and a political subdivision of the state of Utah (“County”), on behalf of its Addressing Division. Each metro township (and any other municipality that hereafter is part of and/or is served by the District) may be referred to separately, or collectively as “District Members” or “Members.” The District and County are sometimes referred to in this Agreement as the “Parties.”

RECITALS

- A. On September 15, 2015, the County created the District by resolution setting forth boundaries as a municipal services district pursuant to the MUNICIPAL SERVICES DISTRICT ACT, UTAH CODE ANN. § 17B-2a-1101 *et seq.* (the “Act”). The District is authorized to exercise all rights, powers, duties, and responsibilities of a municipal services district as provided by law. The District was created to provide specified

municipal services to unincorporated areas of the County and to those metro townships, cities, and towns that might choose to be part of the District or to contract with the District for the provision of services.

- B. Pursuant to the Interlocal Cooperation Act, UTAH CODE ANN. § 11-13-101 *et seq.* (the “Interlocal Cooperation Act”), the County, the District, and all District Members are authorized to enter into this Agreement.
- C. Subject to available funding, the Parties intend that the personnel, services, and assets to be provided by the County will be provided on an actual full cost basis, and the Parties agree that such actual cost basis is reasonable, fair and adequate compensation to the County for providing such personnel, assets and services.
- D. The District and District Members are in need of certain services that the County is willing and able to provide.
- E. The Parties have determined that it is mutually advantageous to enter into this Agreement and believe that the services provided by the County under this Agreement will contribute to the prosperity, moral well-being, peace, and comfort of Salt Lake County residents served by the District.

NOW, THEREFORE, in consideration of the mutual covenants and promises of the Parties, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

#### AGREEMENT

1. Scope and Description of Services to be Provided. The County agrees to provide the District and its Members with Addressing Services (“Services”) as defined in Attachment A, which is incorporated by reference and made part of this Agreement, for the term of

this Agreement, including extensions and renewals thereof. The County shall perform the Services in a professional, reasonable and responsible manner. The County, the District, and its Members acknowledge and agree that the District and its Members shall retain all policy decision-making authority regarding the type, scope and quality of the Services provided under this Agreement. The County is only providing Services to the District and its Members under the direction and control of the District and its Members. The Services, or a component Service included within the Services, may be modified (increased or decreased), canceled or extended by the District, Members or County with a minimum of six (6) month's advance notice, provided that the Parties reach written agreement respecting the particulars of the modification, cancellation, or extension, including a modified rate schedule. The County shall use its best efforts to provide any increase in a Service requested by the District or Members. The amount due for such increase or decrease shall accrue as of the date the modified Services become effective, and shall be due and payable as provided in Section 3 hereof. Should the County and District or Member be unable to agree on the amount of the increase or decrease, the issue may be resolved as provided in Section 21 below.

2. Fees for Services.

- a. For the initial term of the Agreement, the District and District Members shall pay the County pursuant to the Addressing Services rate schedule (the "Contract Price") detailed in Attachment B, which is incorporated by reference and made part of this Agreement, for the defined services provided by the County. The fees shall consist of the actual costs to provide each of the services identified in Attachment "A" including personnel and other associated costs. For each

subsequent calendar year, County agrees to provide the District and its Members with any estimated updated rate schedule not later than September 1<sup>st</sup> of each year during which this Agreement is in effect, with the actual rate increase or decrease to be as approved by the County Council pursuant to the County's final adopted budget, and effective no sooner than January 1<sup>st</sup> of the next succeeding year. Should the County fail to do so after a 15-day grace period (or by September 15), the prior approved rate schedule shall remain in effect during the subsequent calendar year unless the County and District or Member otherwise agree in writing. Upon request, the County will provide an explanation for any anticipated price increase. Should the District or Member dispute any cost increase estimated by the County in September, the Parties and Member as applicable agree to work together in good faith prior to approval of the County's final adopted budget to come to a resolution in accordance with Section 21 below. Should the Parties be unable to reach an agreement, the District or Member shall be free to provide notice of termination per section 6 and secure the subject Service or Services from any other service provider and/or to retain personnel, materials, equipment, etc. as necessary or appropriate for the District or Member to provide the same, whereupon at the conclusion of the termination notice period, this Agreement shall terminate respecting the said Service, but not otherwise. If the District or Member provides notice of termination, the final Council-approved rate schedule for the new budget year shall apply to that year until the contract terminates, even if the rate of services is the reason for termination.

- b. Because overhead costs are part of the full cost of services that the County provides under the Agreement, and State law and County ordinance and policy requires recoupment of the full cost of services, the County may continue to charge the District and its Members all of its overhead, i.e., indirect costs that may reasonably be allocated to provision of the Services. The Parties acknowledge that they are negotiating a potential change to the Agreement regarding how overhead is handled, and any agreed-upon change will appear in a later amendment of the Agreement.
- c. The Parties recognize, understand and agree that the Services to be provided by the County to the District and Members pursuant to this Agreement are not to be a “profit center” for the County but, rather, are intended to cover the County’s reasonable actual costs incurred in providing the Services.
- d. Revenue received by the County as a result of providing the Services shall be credited to the District or Member and deducted from any amount which otherwise would be due from the District or Member under this Agreement.

3. Remittance of Contract Price.

- a. County shall bill the District or Member on a per project basis for the Services rendered as set forth in Attachment B or as otherwise agreed to in writing by the Parties. The County shall submit the billing to the District or Member, with the invoice presented to the District General Manager or Member Mayor for review and approval, within forty-five (45) days after the completion of a project where any Service was provided. The billing shall cover all Services provided by the County under this Agreement during the project period, contain such detail as

desired by the District or Member, and fully comply with the requirements stated in the applicable Attachment. The District or Member shall remit payment, via Electronic Funds Transfer, for Services within forty-five (45) days after the date of receipt of any undisputed bill to:

Salt Lake County  
Attn: Property Addressing Manager  
2001 South State Street, N1-300  
Salt Lake City, Utah 84190

- b. If the date a payment is due and payable falls on (i) a legal holiday recognized by either the County or the District, (ii) a Saturday, (iii) a Sunday, or (iv) another day on which weather or other conditions make the relevant County office inaccessible, then the payment shall be due and payable on the next day which is not one of the aforementioned days. If any required payment is not remitted to the County as and when due, the County shall be entitled to recover interest thereon at the rate of one percent (1%) per calendar month, to accrue from and after the date the remittance is due and payable.
4. Ordinances and Policies. District Members shall not adopt ordinances inconsistent with either County Addressing Standards or County Ordinance 2.49, prior to meeting and conferring with the Addressing Division Director. If in the Addressing Division Director's opinion, the proposed inconsistencies will have an adverse effect on public safety or violate best practices, the Addressing Division Director shall so advise the District Member. This Agreement shall terminate upon a District Member's adoption of any such ordinance but each District Member shall have final authority to adopt or modify their addressing ordinances as they deem appropriate. County may from time to



time, as appropriate, recommend amendments to the District Members' ordinances so that the District Members' ordinances reflect modern addressing standards and practices.

5. Effective Date and Term.

a. This Agreement shall be effective upon the last of the following events to occur:

(i) approval of the Agreement as provided in the UTAH CODE ANN. § 11-13-202.5(1) and (2), (ii) delivery of the Agreement to an attorney representing each Party and each Member for review as to proper form and compliance with applicable law, and (iii) the filing of the signed Agreement with the keeper of records of each of the Parties and the Members.

b. The initial term of this Agreement shall terminate on December 31, 2020.

c. Thereafter, the term may be renewed annually upon the same terms and conditions as set forth herein. Each annual extension shall be initiated by either Party sending, in writing, its intention to renew the Agreement for an additional one-year period, prior to October 1 of each contract year. Upon written notice by the other Party that it is willing to enter into such an extension, issued no later than November 1 of that contract year, the Agreement shall be automatically extended for one year commencing on the first day of new calendar year.

References to the "term" of this Agreement shall include all renewal periods.

d. The total duration (term) of this Agreement may not exceed 50 years.

6. Termination. Pursuant to UTAH CODE ANN. § 11-13-206(a), the Parties and Members agree this Agreement may be terminated (with or without cause) by either party upon at least One-hundred eighty (180) days prior written notice to the other Party.

7. Written Notices. For purposes of communicating and maintaining ongoing contract management, written notices will be delivered, mailed or sent by email to each designated Party identified below to the address or email on file with the District, and to the current address of the Mayor of each Member. Each Party and Member shall be responsible to maintain updated addresses and emails.

DISTRICT: Greater Salt Lake Municipal Services District  
District General Manager  
2001 South State Street, N3 600  
Salt Lake City, UT 84190  
E-mail: [bbarker@msd.utah.gov](mailto:bbarker@msd.utah.gov)

With a copy to Counsel for the District  
Fabian VanCott  
Mark H. Anderson  
Rachel S. Anderson  
215 South State Street, Suite 1200  
Salt Lake City, UT 84111  
E-mail: [mhanderson@fabianvancott.com](mailto:mhanderson@fabianvancott.com)  
E-mail: [randerson@fabianvancott.com](mailto:randerson@fabianvancott.com)

COUNTY: Salt Lake County – Addressing Division  
Attn: Property Addressing Manager  
2001 South State Street, N1-300  
P.O. Box 144575  
Salt Lake City, UT 84114-4575  
E-mail: [tcurtis@slco.org](mailto:tcurtis@slco.org)

With a copy to Salt Lake County District Attorney  
Attn: Chief Deputy District Attorney  
35 East 500 South  
Salt Lake City, UT 84111  
E-mail: [rhamness@slco.org](mailto:rhamness@slco.org)

A written notice shall be effective immediately upon personal or e-mail delivery as noted above or on the third business day after deposit in the United States mail, first class postage pre-paid, addressed as stated above. From time-to-time, either Party may change its notice address by so notifying the other Party as provided above.

8. Independent Contractors.

- a. The relationship of the County, and of any County employee, with the District and its Members under this Agreement shall be that of an independent contractor. The County has the entire responsibility to discharge all of the obligations of an independent contractor under federal, state, and local laws, including, but not limited to, those obligations relating to employee supervision, benefits and wages, taxes, unemployment compensation and insurance, social security, worker's compensation, and disability pensions and tax withholdings, including the filing of all returns and reports and the payment of all taxes, assessments and contributions, and other sums required of an independent contractor. Nothing contained in this Agreement shall be construed to create the relationship between the District and its Members and the County, or the County's employees, of employer and employee, partners, or parties to a joint venture. Should the District or its Members have any criticism, concern, or recommendation regarding any County employee, specifically or generally, the District, or a Member acting through the District, may raise it directly with the head of the County department or division under which the employee operates. The County shall diligently and appropriately address an issue raised by the District and/or a Member and promptly report back to the District and/or the Member, as appropriate.
- b. In performing the Services, the County shall furnish and supply all necessary labor, supervision, insurance coverage, equipment, buildings, supplies, assets, communication facilities, and other facilities and items and support services necessary and incident to the provision of the subject Service in compliance with

the requirements of the law, including the Americans with Disabilities Act, and all rules and regulations adopted or promulgated in furtherance thereof, as understood by the County. As provided herein, the Services shall be provided and supervised by County employees. County employees shall remain County employees for all legal purposes, including salary, rights, and benefits, and shall retain their respective seniority, merit status, and all other conditions of County employment except as may otherwise be provided in a separate agreement.

9. Liability. The District, the District Members, and the County are governmental entities under the Governmental Immunity Act of Utah, UTAH CODE ANN. § 63G-7-101, *et seq.* the (“Governmental Immunity Act”). Consistent with the terms of the Governmental Immunity Act, as provided therein, it is mutually agreed that each Party and each Member is responsible for its own wrongful or negligent acts which are committed by its agents, officials, or employees. No Party or Member waives any defense otherwise available under the Governmental Immunity Act nor does any Party or Member waive any limit of liability currently provided by the Governmental Immunity Act. Each Party and Member agrees to notify the others of the receipt of any notice of claim under the Governmental Immunity Act for which one Party or Member may have an obligation to defend, indemnify, and/or hold harmless a Party or Member within thirty (30) days of receiving the notice of claim. Each Party and Member also agrees to notify every other Party and Member of any summons and/or complaint served upon the said Party or Member, if a Party or Member may have an obligation to defend, indemnify, and/or hold harmless the first Party or a Member, at least ten (10) days before an answer or other response to the summons and/or complaint may be due.

10. Indemnification. The County shall defend, indemnify, save and hold harmless the District and its Members, including, without limitation, its elected and appointed officers and officials, and its employees and consultants, from and against any and all demands, liabilities, claims, damages, actions, and/or proceedings in law or equity, including reasonable attorney fees and costs of suit, relating to or arising from the County providing Services to the District and/or District Members. Similarly, the District and District Members shall defend, indemnify, save and hold harmless the County including, without limitation, its elected and appointed officers and officials, and employees, from and against demands, liabilities, claims, damages, actions, and/or proceedings in law or equity, including reasonable attorney's fees and costs of suit, relating to or arising from actions of the District's or District Members' agents, officers or employees, except such demands, liabilities, claims, damages, actions or proceedings as may result from the negligence or misconduct of the County, its elected or appointed officers or employees.

11. Interlocal Cooperation Act. For the purpose of satisfying specific requirements of the Interlocal Cooperation Act, the Parties agree as follows:

- a. The Parties do not, nor intend to, create an interlocal entity by entering into this Agreement.
- b. Each Party has submitted this Agreement to an attorney authorized to represent the said Party for review as to proper form and compliance with applicable law.
- c. The duration of this Agreement is as set forth in Sections 5 and 6 above.
- d. The District is funded by the County per Interlocal Agreement and state statute.

- e. The District shall be responsible for formulating and approving its annual budget and the County shall be responsible for formulating and approving its annual budget and, in particular, the annual budget of each County division and department that will or may provide any Service to the District or Members as provided in this Agreement.
- f. Each Party will acquire, hold, and dispose of its own real and personal property and there will be no jointly owned property upon the partial or complete termination of this Agreement, including the termination of any Service to be provided hereunder.
- g. To the extent necessary to administer the cooperative undertaking set forth in this Agreement, the General Manager of the District shall have the full authority and responsibility to administer the cooperative undertaking on behalf of the District, the Mayor of each Member shall have the full authority and responsibility to administer the cooperative undertaking on behalf of the Member, and any representative designated by the Mayor of the County shall have the full authority and responsibility to administer the cooperative undertaking on behalf of the County. Although it is not anticipated that voting will be required, to the extent that voting is required, voting shall be made on the basis of one vote per Party, and not weighted.
- h. Since this Agreement cannot take effect under the Interlocal Cooperation Act until it is approved, signed, and filed with the keeper of records of each of the Parties, each Party agrees, immediately upon approval and execution of this

Agreement, to file the signed Agreement with the keeper of records of the said Party.

- i. Notwithstanding anything herein to the contrary, in the event that this Agreement does not satisfy any requirement of the Interlocal Cooperation Act, which failure would cause this Agreement to fail to be effective under the Interlocal Cooperation Act, this Agreement shall nevertheless be fully binding upon and enforceable by the Parties pursuant to law outside of the application of the Interlocal Cooperation Act.

12. Non-Funding.

- a. The Parties acknowledge that the obligation of any Party to perform as provided in this Agreement is conditioned and dependent upon the appropriation of funds required for any payment due hereunder or to finance the provision of any Service as provided in this Agreement. Each Party's obligation is contingent upon funds being appropriated annually for payments due for the provision of the Services to be provided under this Agreement.
- b. If no funds or insufficient funds are appropriated and budgeted in any fiscal year, or if there is a reduction in appropriations due to insufficient revenue, resulting in insufficient funds for payments due or about to become due under this Agreement then, unless the Parties mutually agree in writing to reduced Services and/or reduced payments that are in line with available and budgeted funding, this Agreement shall create no obligation on the Parties or any Party as to such fiscal year (or any succeeding fiscal year), but instead shall terminate and become void on the first day of the fiscal year for which funds are not budgeted and

appropriated or, in the event of a reduction in appropriation, on the last day before the reduction becomes effective (except as to those reduced Service(s) and/or portions of payments required to perform hereunder as agreed upon by the Parties for which funds are appropriated and budgeted). Said termination shall not be construed as a breach of or default under this Agreement and said termination shall be without penalty, additional payment, or other charge of any kind whatsoever to the Parties, and no right or action for damages or other relief shall accrue to the benefit of any Party to this Agreement

13. Applicable Law. The provisions of this Agreement shall be governed by and construed in accordance with the laws of the State of Utah.

14. Integration. This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter hereof, and supersedes all prior agreements and understandings pertaining thereto.

15. Waiver. No failure by any party to insist upon the strict performance of any covenant, duty, agreement or condition of this Agreement or to exercise any right or remedy consequent upon a breach thereof shall constitute a waiver of any such breach or of such or any other covenant, agreement, term or condition. Any party may, by notice delivered in the manner provided in this Agreement, but shall be under no obligation to, waive any of its rights or any conditions to its obligations hereunder, or any duty, obligation or covenant of any other party. No waiver shall affect or alter the remainder of this Agreement but each and every other covenant, agreement, term and condition hereof shall continue in full force and effect with respect to any other then existing or subsequently occurring breach.



16. Recitals and Exhibits. The recitals are an integral part of this Agreement and are included as part of this Agreement. All exhibits and attachments annexed to this Agreement are expressly made a part of this Agreement as though completely set forth herein. All references to this Agreement, either in this Agreement itself or any such writing, shall be deemed to refer to and include this Agreement and all such exhibits, attachments and writings.
17. Amendment. The Parties may amend this Agreement by a writing signed by the Parties as provided in the Intelocal Cooperation Act. The amendment shall not be effective if it is not in writing or if it is not signed by all the Parties.
18. No Agency. Agents, employees or representatives of each Party shall not be deemed to be agents, employees or representatives of the other.
19. Rights and Remedies. The rights and remedies of the Parties hereto shall not be mutually exclusive, and the exercise of one or more of the provisions of this Agreement shall not preclude the exercise of any other right or remedy.
20. Filing. Promptly upon its mutual execution and delivery, copies of this Agreement shall be filed with the keeper of records of each of the Parties.
21. Claims and Disputes.
- a. CLAIMS AND DISPUTES. In the event of a claim or dispute between the Parties regarding the Services, the Parties agree (without limiting any and all other legal and equitable remedies) that a representative of the District, for itself and any impacted Members, will meet as soon as practical with a representative of the County to discuss and attempt to resolve such dispute.

- b. **RIGHTS AND REMEDIES.** The rights and remedies of the Parties hereto and the Members shall not be mutually exclusive, and the exercise of one or more of the rights or remedies provided in this Agreement shall not preclude the exercise of any other right or remedy.
22. **Titles and Captions.** All section or subsection titles or captions in this Agreement are for convenience only. Such titles and captions shall not be deemed part of this Agreement and shall in no way define, limit, augment, extend or describe the scope, content or intent of any part or parts hereof
23. **Pronouns and Plurals.** Whenever the context may require, any pronoun used herein shall include the corresponding masculine, feminine or neuter forms, and the singular form of nouns, pronouns and verbs shall include the plurals, and vice versa.
24. **Time.** Time is of the essence.
25. **Survival.** All agreements, covenants, representations and warranties contained herein shall survive the execution of this Agreement and shall continue in full force and effect throughout the term of this Agreement.
26. **Severability.** In the event that any condition, covenant or other provision hereof is held to be invalid or void, the same shall be deemed severable from the remainder of this Agreement and shall in no way affect any other covenant or condition herein contained. If such condition, covenant or other provision shall be deemed invalid due to its scope or breadth, such provision shall be deemed valid to the extent of the scope or breadth permitted by law.
27. **Litigation Expenses.** If any action, suit or proceeding is brought by either Party and/or a Member with respect to a matter or matters covered by this Agreement, all costs and

expenses of the prevailing party incident to such proceeding, including reasonable attorneys' fees, shall be paid by the non-prevailing party.

28. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. A signature delivered electronically shall be deemed an original.

Each Party and each Member hereby signs this Interlocal Cooperation Agreement on the date written by each Party and Member on the signature pages attached hereto.

*[The balance of this page was left blank intentionally – Signature pages follow]*

**INTERLOCAL AGREEMENT -- SIGNATURE PAGE FOR THE COUNTY**

**SALT LAKE COUNTY:**

By \_\_\_\_\_  
Mayor Jennifer Wilson or Designee

Dated: \_\_\_\_\_, 2019

**ADMINISTRATIVE SERVICES**

By \_\_\_\_\_  
Megan Hillyard  
Department Director

Dated: \_\_\_\_\_, 2019

***Approved as to Form and Legality:***

**SALT LAKE COUNTY DISTRICT ATTORNEY**

By *Dianne R. Orcutt*  
Deputy District Attorney

*[Signatures continue on next page.]*

**INTERLOCAL AGREEMENT -- SIGNATURE PAGE FOR THE DISTRICT**

**GREATER SALT LAKE MUNICIPAL  
SERVICES DISTRICT**

By \_\_\_\_\_

Name: \_\_\_\_\_

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

Dated: \_\_\_\_\_, 2019

*Approved as to Form and Legality:*

ATTORNEY FOR THE DISTRICT

By \_\_\_\_\_

Name: \_\_\_\_\_

Dated: \_\_\_\_\_, 2019

**INTERLOCAL AGREEMENT -- SIGNATURE PAGE FOR DISTRICT MEMBERS**

**COPPERTON METRO TOWNSHIP**

By: \_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney representing Copperton Metro  
Township

**KEARNS METRO TOWNSHIP**

By: \_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney representing Kearns Metro  
Township

**WHITE CITY METRO TOWNSHIP**

By: \_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney representing White City Metro  
Township

**EMIGRATION CANYON METRO  
TOWNSHIP**

By: \_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney representing Emigration Canyon  
Metro Township

**MAGNA METRO TOWNSHIP**

By: \_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
Attorney representing Magna Metro  
Township

## ATTACHMENT A

County will provide and maintain trained personnel, facilities, and equipment to provide the following services within the service area limits of the District or Member, upon the written request of the District or Member.

**Addressing Services.** Addressing services provided under this Agreement will be provided pursuant to adopted County Addressing Standards and Salt Lake County Ordinance 2.49, "Street Addressing and Property Identification." The specific addressing services that will be provided by the County within District or Member Limits are as follows:

1. *Assignment of Address Information.* Provide assignment of address information on subdivision plat and/or for individual lot/building addresses. Ensure address information is suitable for mail delivery, public safety, utility services and general delivery of services.
2. *Correction of Addresses.* Provide correction of addresses. Document the correction properly by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, public safety dispatch, and the Salt Lake County Treasurer of the address change.
3. *Street Name Changes.* Confirm petition meets required number of signatures. Document street name change and address change for each property along street by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, public safety dispatch and the Salt Lake County Treasurer of the address/street name change.

**SALT LAKE COUNTY**  
**Addressing Division**  
**Fee Schedule**

Service ID	Service	Service Detail	Fee	
			Flat Fee	*Per Lot
A-1	Assignment of Address	Provide assignment of address information on recorded subdivision plat and/or for individual parcel/building addresses. Ensure address information meets addressing standards and address information is suitable for mail delivery, public safety, utility services and general delivery of services.	\$ 100.00	\$ 40.00
A-2	Correction of Address	Provide correction of addresses. Document the correction properly by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, public safety dispatch and the Salt Lake County Treasurer of the address change.	\$ 25.00	\$ 15.00
A-3	Street Name Change	Confirm petition meets required number of signatures. Document street name change and address change for each property along street by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, public safety dispatch and the Salt Lake County Treasurer of the address/street name change.	\$ 250.00	\$ 50.00

\* Per lot fee is an addition to flat fee. For example, Assignment of Address fee for a single lot would be \$100 + \$40. For more than a one lot, the fee would be \$100 + (number of lots x \$40).