

Request to Give Salt Lake County a 180-day Notice of Intent to Bring Addressing In-house

1. Existing services provided by the Addressing Office to MSD

- a. MSD received invoices associated with the services provided by the Addressing Office totaling \$12,140.00 (from October 2019 till January 2020).
- b. The monthly trend varies based on the number of subdivisions that are in the process of Land Use approval. MSD spends between \$200/month for a small subdivision up to \$1,300.00 (November 30-lot subdivision) or \$9,860.00 (January, 244-lot sub).
- c. Currently, MSD has 2,300 units (Number of Units per Project Status) that are either addressed but not billed yet or need to be addressed since the projects are In Process. With that said, the anticipated cost will be about **\$92,000.00** within the next few months.
- d. Current MSD budget allocated towards Addressing services – TBD.

2. What are the functions of the Addressing office to be transferred to MSD?

- a. Address and Street Name online search functionality;
- b. Obtaining a Street Name, proposed addresses and intersection coordinates as part of application process for subdivisions and PUD;
- c. Collaboration with SLCo Recorder, Assessor and incorporated cities on Address Points data accuracy and accessibility;
- d. Addressing Standards and [Ordinance](#)
 - i. Currently, SLCo Addressing Standards are a guideline approved by the Salt Lake County Council for how to apply standards and definitions in the addressing of streets and properties in Salt Lake County and to keep terminology and numbering consistent and logical.
 - ii. Adopt Addressing Standards as part of PDS Ordinances
- e. Adopt [Addressing Fee Schedule](#)

3. How MSD will benefit from taking over the functions of Addressing office?

- a. GIS-based solution to maintain addressing and street information:
 - i. Proposed addresses, street names and coordinates approval for PUD and subdivisions are currently send from MSD Planning staff to the Addressing office; this process is going to be part of application process;
 - ii. Issuing permits, license, etc. to applicants with protected addresses should be handled in house and shared with SLCo;
- b. Future Business Opportunities/Revenue stream with other agencies:
 - i. Open collaboration between MSD and incorporated cities on data discrepancy and street names continuity;
 - 1. The MSD can provide support to cities that have minimal or non-existent GIS staff (e.g. Midvale, Holladay, Millcreek, etc.)
 - ii. Open communication with VECC on address and centerline data to ensure dispatching to correct address;
- c. Control and access to the data:
 - i. Currently MSD has limited access to address data
 - ii. Access to street name list reserved by developers needs to be provided to streamline the process and improve customer services
 - iii. New streets and addresses will be added at the same time new address points are added

4. What is MSD capacity to take more projects?

- a. It is within MSD GIS team capacity to build the system and have it operational by the end of 6-month period. MSD will create a solution based on ESRI existing technology to streamline the process for applicants and planners.