

# Boundary Action Requirements

## County

- **Entity Creation, Dissolution, and Annexation**
  - Not applicable because existing entities already cover all of Utah
- **Withdrawal**
  - Not applicable because entities must cover all of Utah
- **Consolidation and Division**
  - [17-50-104](#) *Counties of the state – County boundaries maintained by lieutenant governor*
  - Lieutenant Governor’s office keeps the records of the [official boundaries](#).
- **Boundary Adjustment and Boundary Clarification**
  - [17-50-105](#) *Disputed Boundaries*
    - (2a) - *If a dispute or uncertainty arises as to the true location of a county boundary as described in the official records maintained by the office of the lieutenant governor, the surveyors of each county whose boundary is the subject of the dispute or uncertainty may determine the true location.*
  - The counties must come to an agreement as to where the boundary is. County surveyors shall provide the Lieutenant Governor’s office with a notice and plat showing the true location of the country boundary.
  - If no agreement can be reached, county executives will select an independent surveyor who will determine the boundary line. The independent surveyor shall provide notice and plat to the Lieutenant Governor’s office.
  - *Deadline is not outline in code. This can be submitted at any time.*

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## School District

- **Creation, Consolidation, Division or Boundary Adjustment**
  - [53G-3-203](#) *Filing of notice and plat relating to school district boundary changes including creation, consolidation, division, or dissolution -- Recording requirements -- Effective date.*
  - Within 30 days of approval the following must be submitted to the Lieutenant Governor’s office by the county legislative body:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Copy of the approved final local entity plat
    - Ordinance or Resolution which approved the boundary action
    - *Creation Only:* a letter from the Utah State Retirement Office.
- **Dissolution**
  - [53G-3-203](#) *Filing of notice and plat relating to school district boundary changes including creation, consolidation, division, or dissolution -- Recording requirements -- Effective date.*
  - Within 30 days of approval the following must be submitted to the Lieutenant Governor’s office by the county legislative body:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Ordinance or Resolution which approved the boundary action
- **Annexation**
  - Not applicable because existing entities already cover all of Utah
- **Withdrawal**
  - Not applicable because entities must cover all of Utah

## **Conservation District**

- **Creation, Consolidation, and Division**
    - [17D-3-203](#) *Considerations in determining whether to approve conservation district creation, consolidation, division, or dissolution -- Denial or approval -- Notice and plat to lieutenant governor -- Recording requirements -- Prohibition against considering similar creation, consolidation, division, or dissolution if previously denied.*
    - Submitted by the commission:
      - The commission's approval of the boundary action.
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - *Creation Only*: a letter from the Utah State Retirement Office.
      - *Deadline is not outline in code. This can be submitted at any time.*
  - **Dissolution**
    - [17D-3-203](#) *Considerations in determining whether to approve conservation district creation, consolidation, division, or dissolution -- Denial or approval -- Notice and plat to lieutenant governor -- Recording requirements -- Prohibition against considering similar creation, consolidation, division, or dissolution if previously denied.*
    - Submitted by the commission:
      - The commission's approval of the boundary action.
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - *Deadline is not outline in code. This can be submitted at any time.*
  - **Annexation, Withdrawal, Boundary Adjustment, and Boundary Clarification**
    - No Provision
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## **Municipality**

- **Creation**
  - Town or City Incorporation
    - Town: [10-2a Part 3](#)
    - City: [10-2a Part 2](#)
    - Call (801) 538-1041 to speak with a specialist and begin the process.
- **Dissolution**
  - [10-2-712](#) *Power of court -- Articles of dissolution -- Notice to lieutenant governor -- Recording requirements -- Effective date of dissolution.*
    - [10-2-711\(1a\)](#) - *A municipality having fewer than 50 residents may be dissolved on application to the district court by the county legislative body of the county where the municipality is located.*
    - The district court shall file with the Lieutenant Governor's office
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - A certified copy of the court order approving the dissolution.
      - *Deadline is not outline in code. This can be submitted at any time.*
- **Consolidation**
  - [10-2-610](#) *Canvass of election -- Notice of results -- Filing of notice and plat -- Recording requirements.*
    - Within 30 days after the canvass of an election at which voters approve the consolidation the Mayors shall send to the Lieutenant Governor's Office
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat

- **Annexation**
  - [10-2-418](#) (Island) *Annexation of an island or peninsula without a petition -- Notice -- Hearing.*
    - May annex without an annexation petition if requirements are met within this section.
  - [10-2-425](#) *Filing of notice and plat -- Recording and notice requirements -- Effective date of annexation or boundary adjustment.*
    - *The legislative body of each municipality that enacts an ordinance under this part approving the annexation of an unincorporated area or the adjustment of a boundary, or the legislative body of an eligible city, as defined in Section 10-2a-403, that annexes an unincorporated island upon the results of an election held in accordance with Section 10-2a-404, shall*
      - Within 30 days after enacting the ordinance or the day of the election the legislative body shall send to the Lieutenant Governor's Office:
        - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
        - Copy of the approved final local entity plat.
        - Resolution or ordinance with date of enactment.
- **Withdrawal (Disconnection)**
  - [10-2-507](#) *Disconnection ordinance or decree -- Filing of notice and plat -- Recording requirements -- Effective date of disconnection -- Costs of disconnection.*
    - The municipal legislative body shall within 30 days after the disconnection action submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.
- **Boundary Adjustment**
  - [10-2-419](#) *Boundary adjustment -- Notice and hearing -- Protest.*
  - [10-2-425](#) *Filing of notice and plat -- Recording and notice requirements -- Effective date of annexation or boundary adjustment.*
    - The legislative body shall within 30 days of enacting the resolution or ordinance submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution's or ordinance's with date of approval from two or more municipalities.
- **Division and Boundary Clarification**
  - No Provision

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## **Local District (Including Special Service Area)**

- **Creation**
  - [17B-1-215](#) *Notice and plat to lieutenant governor -- Recording requirements -- Certificate of incorporation -- Local district incorporated as specialized local district or basic local district -- Effective date.*
    - The responsible body shall submit the following within 10 days of approval to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.

- [17B-2a](#) Provisions Applicable to Different Types of Local Districts
  - Cemetery Maintenance District
  - Drainage District (*Creation is prohibited*)
  - Fire Protection District (*Creation is prohibited*)
  - Improvement District
  - Irrigation District
  - Metropolitan Water District
  - Mosquito Abatement District
  - Public Transit District
  - Service Area
  - Water Conservancy District
- **Dissolution**
  - [17B-1-1310](#) Notice to lieutenant governor -- Recording requirements -- Distribution of remaining assets.
    - Within 30 day of adopting the resolution or within 30 days of the election the administrative body shall submit to the Lieutenant Governor's office:
      - Notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Resolution or ordinance with date of approval, or election information
- **Annexation**
  - [17B-1-414](#) Resolution approving an annexation -- Filing of notice and plat with lieutenant governor -- Recording requirements -- Effective date.
    - Within 30 days of adopting the resolution the board shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.
  - [17B-1-415](#) Annexation of wholesale district through expansion of retail provider -- Annexation of a local district that provides **transportation services.**
    - Within 30 days of adopting the resolution the board shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.
  - [17B-1-416](#) Automatic annexation to a district providing **fire protection, paramedic, and emergency services or law enforcement service.**
    - Automatically annexed if the local district provides
      - Fire protection, paramedic and emergency services
      - Law enforcement service
- **Withdrawal**
  - [17B-1-512](#) Filing of notice and plat -- Recording requirements -- Contest period -- Judicial review.
    - Within 10 days of adopting a resolution the board of trustees shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.

- **Boundary Adjustment**
  - [17B-1-417](#) *Boundary adjustment -- Notice and hearing -- Protest -- Resolution adjusting boundaries -- Filing of notice and plat with the lieutenant governor -- Recording requirements -- Effective date.*
    - Within 30 days after the resolution takes effect the board of the local district shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.
- **Consolidation, Division and Boundary Clarification**
  - No Provision

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## **Special Service District**

- **Creation**
  - [17D-1-209](#) *Notice and plat to lieutenant governor -- Recording requirements -- Effective date.*
    - Within 30 days after adopting the resolution or ordinance the legislative body shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Copy of the approved final local entity plat.
      - Resolution or ordinance with date of approval.
- **Dissolution**
  - [17D-1-603](#) *Notice and plat to lieutenant governor -- Recording requirements.*
    - Within 30 days after adopting the resolution or ordinance the county or municipal legislative body shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Resolution or ordinance with date of approval.
- **Annexation**
  - [17D-1-403](#) *Notice and plat to lieutenant governor -- Lieutenant governor certification -- Recording requirements -- Effective date.*
    - Within 30 days after adopting the resolution or ordinance the county or municipal legislative body shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Resolution or ordinance with date of approval.
      - Copy of the approved final local entity plat [67-1a-6.5](#)
- **Withdrawal**
  - [17D-1-603](#) *Notice and plat to lieutenant governor -- Recording requirements.*
    - Within 30 days after adopting the resolution or ordinance the county or municipal legislative body shall submit to the Lieutenant Governor's office:
      - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
      - Resolution or ordinance with date of approval.
      - Copy of the approved final local entity plat.
- **Consolidation, Division, Boundary Adjustment, and Boundary Clarification**
  - No Provisions

## **Interlocal Entity**

- **Creation**

- [General 11-13-204](#) *Powers and duties of interlocal entities -- Additional powers of energy services interlocal entities -- Length of term of agreement and interlocal entity -- Notice to lieutenant governor -- Recording requirements -- Public Service Commission.*
  - Within 30 days after adopting the resolution or ordinance the governing body shall submit to the Lieutenant Governor's office:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Resolution or ordinance with date of approval.
    - Copy of the approved final local entity plat, if less than the entire county.
- [Sewage 11-13-205](#) *Agreement by public agencies to approve the creation of a new entity to own sewage and wastewater facilities -- Powers and duties of new entities -- Validation of previously created entities -- Notice to lieutenant governor -- Recording requirements.*
  - Within 30 days after adopting the resolution or ordinance the governing body shall submit to the Lieutenant Governor's office:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Resolution or ordinance with date of approval.
    - Copy of the approved final local entity plat.

- **Dissolution**

- [11-13-204\(3\)](#) could expired after 50 years.

- **Consolidation, Division, Annexation, Withdrawal, Boundary Adjustment, and Boundary Clarification**

- No Provisions

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## **Community Development and Renewal Agency**

- **Creation**

- [17C-1-201.5](#) *Creation of agency -- Name change.*
  - The community legislative body shall submit to the Lieutenant Governor's office:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Resolution or ordinance with date of approval.
    - *Deadline is not outline in code. This can be submitted at any time.*

- **Dissolution**

- [17C-1-701.5](#) *Agency dissolution -- Restrictions -- Notice -- Recording requirements -- Agency records -- Dissolution expenses.*
  - Within 10 days of adopting the ordinance the community legislative body shall submit to the Lieutenant Governor's office:
    - Copy of the notice of the impending boundary action as defined in [67-1a-6.5\(3\)](#)
    - Resolution or ordinance with date of approval.

- **Consolidation, Division, Annexation, Withdrawal and Boundary Adjustment**

- Not applicable because of conterminous requirement.

- **Boundary Clarification**

- No provision.