

FACT SHEET

Permitting Software from CivicPlus[®]





The CivicPlus Community Development solution includes a Permitting module that streamlines and automates the permit and approval process. It is used to review permit applications, ensure regulatory compliance, and manage your projects from start to finish.

Permit Module Features:

Online Application Portal: Submit, track, pay for, and manage permit applications online. It provides an intuitive interface for applicants to complete necessary forms, upload required documents, and check their application status.

Unlimited Permit Application Generator: Customize types and sub-types, upload and track application documents and photos, and track permits related to the properties, property owners, contractors, business owners, and occupants.

Tracking Features: Track contractors, insurance requirements, and contacts to ensure contractors meet insurance requirements for a given permit application. Track multiple permit-related contacts, stay current on related projects, and record and manage project notes, questions, and answers.

Workflow Automation: Automate the permitting process by routing applications through the appropriate approval stages and notifying relevant stakeholders about the progress.

Task Management Dashboard: Track daily, weekly, and monthly tasks and quickly identify in-progress, pending, and expiring tasks via an intuitive color-coded task management dashboard and calendar, e.g., pending inspections, expiring permits, open-code complaints, past due balances, and more.

Manage Properties, Buildings, and Occupants: Populate the system with tax parcels, buildings, and suites and track projects related to properties, property owners, contractors, business owners, and occupants.

Document Management with Unlimited Storage: Store all permit-related documents in a centralized database with unlimited storage, ensuring easy access and sharing.





Digital Checklists: Create Custom Checklists to Stay on Track and Ensure Compliance

Inspection Scheduling: Schedule and manage inspection appointments efficiently and easily track statuses.

Inspection Management: Fully mobile and operational with offline capabilities, allowing inspectors and officers in the field to easily complete the inspection, upload photos, cite codes, finish checklists, and print documents.

Automatic File Generator: Auto-generate permits, letters, certificates of occupancy and use, invoices, and other templates.

Payment Processing: Allows applicants to pay fees online, with automatic fee calculations, reducing manual process while improving payment accuracy.

Geographic Information System (GIS) Integration: Integrate your ArcGIS maps with the permitting information created within the software, equipped with automatic data updates.

Reporting and Analytics: Monitor performance metrics, track trends, and identify bottlenecks in the permitting process.

End-to-End Case Management: Enable full-cycle management, including multiple department reviews with override routing and final approval authority options.

Code Integrations: Automatically connect ICC and municipal codes to your processes and documents.

Internal Integrations: Seamlessly integrate with our Planning and Zoning, Licensing, and Code Enforcement modules with our SeeClickFix 311 CRM and Online Code Hosting solutions.



Benefits of Permitting Software:

1

Time and Cost Savings

Automation reduces manual processing time, enabling faster permit approvals while reducing administrative costs such as paper waste.

3

Increased Revenue

Efficient permitting processes and online payment options can attract and sustain more development, while automatic fee assignments can ensure revenue streams are captured.

5

Increased Resident Satisfaction

With easier application processes and faster responses, residents and businesses experience greater satisfaction with government services.

2

Better Compliance

Ensures all requirements and regulations are met, minimizing compliance risks and alleviating safety concerns.

4

Improved Efficiency

Streamlined workflows and centralized data enhances stakeholder collaboration, expediting and improving the permitting process.





Unique Benefits of Choosing CivicPlus:



**Modern, user friendly,
and cloud-based**



**Scalable to your needs
& budget**



Unlimited Storage



**Award-winning
technical support**



**Civic Engagement
product options**



**SeeClickFix 311 CRM and
Online Code of Ordinances
Hosting integrations**