BRIEFING NOTE - TO COUNCIL

SUBJECT

ONLINE DEVELOPMENT PERMITTING SOFTWARE – FOR INFORMATION

RECOMMENDATION

THAT the County of Vermilion River receive the announcement of the upcoming transition to CloudPermit, an online permitting software, for information.

DETAILS

Background: Planning and Community Services ("Planning") Department has committed to making permitting more efficient for Applicants and reducing redundancies for the Planning Department staff. To assist with the processing and issuance of Development Permit applications, other applications and tracking data, Planning has partnered with an online permitting software, Couldpermit. Cloudpermit provides an updated software that will allow for faster permit issuance, among other benefits to the Planning Department. Benefits of the software include:

- Faster permitting – permits can be issued as soon as complete application is submitted and fees have been paid
    - *Municipal Government Act* provides the Development Authority with:
        - Up to twenty (20) days to review a submitted application; and
        - Up to forty (40) days to issue the permit once the application is deemed complete
    - Average timeline for permit issuance currently is 21 days
- Reduction in printing and mailing costs by going paperless
- 24/7 access for applicants and Planning from anywhere
- Efficient data management
- Applicant's ability to select their property from GIS integrated maps
- Efficient communication and engagement

CloudPermit is a Community Development platform that speeds up the permitting process; provides better communication with Applicants with time-stamped messaging; provides better

utilization of our already established GIS mapping system; and a is quick and simple method of document management.

There are still a few more steps that need to be taken before the software is ready to be made available to the Public which include: configuration to the Development Authority requirements; training and testing to work out any bugs; and a communication period to allow Applicants to understand the process and requirements when making a Development application.

Discussion: Transitioning to an online permitting software will provide department efficiencies and reduce redundancies in data management, and provide a better user experience for our residents, developers and stakeholders. CloudPermit software will streamline engagement, public notification and internal/external circulation processes for development permit applications.

Relevant Policy/Legislation Practices:

Planning & Community Services Department Plan

Municipal Government Act

Desired Outcome (s): THAT the County of Vermilion River receive the announcement of the upcoming transition to CloudPermit, an online permitting software, for information.

Response Options: THAT the County of Vermilion River receive the announcement of the transition to CloudPermit, an online permitting software, for information.

IMPLICATIONS OF RECOMMENDATION

Organizational: GIS to work with Cloudpermit, Planning to provide templates and assistance

Financial: Subscription costs

Communication Required: Planning, CloudPermit, Public

Implementation: Upon completion of Implementation Model phases

Pertains to this Corporate Goal: #1, #3 and #4

ATTACHMENTS

1. Announcement

PREPARED BY: Director of Planning & Community Services

DATE: March 3, 2025