Accela (logo)

Accela Building™

An Accela Civic Application

Automate the tracking and management of permit applications from project intake to completion, and deliver total visibility throughout the process for agency staff and builders alike.

The Job of Building Departments

In a healthy economy, public and private community development activity often increases to create the public infrastructure, living spaces, and commercial entities needed by citizens.

Building departments work with private and public-sector builders to review building plans and physically inspect building methods and materials, making the determination if the key elements of a structure comply with appropriate building codes or do not. The building permit function is a mandatory phase in most types of construction and so the volumes of applications can be extremely high in a growing economy.

Benefits

> **Improved Developer Productivity** – Getting permits faster and with less work means builders can build more, and save time and money in the process. They can schedule jobs more effectively, and do a better job of keeping development projects on schedule and on budget.

> **Increased Agency Productivity** – Accela Building increases inspector effectiveness and speed, and capacity to do more with less. In office agency personal can handle more requests and process more permit reviews in a shorter amount of time.

> **More Agency Revenues** Processing more permit applications in a shorter amount of time increases the fee revenues coming into the agency.

> **Improved Citizen Satisfaction** – Accela Building makes it easier for builders to do business with the government, which improves their satisfaction and promotes the growth of communities.

> **Better Management of Public Funds** – The solution decreases phone calls, foot traffic, and paper handling and storage. Agencies become "greener" and reduce the public funds needed to process permits.

Accela Streamlines Inefficient Processes

Within the process of application to approved permit for construction, there are many steps managed by the Building Department. Without automation, this process is lengthy and costly for both the agency and builder. The lack of visibility into the process makes it hard for builders to manage resources, budgets, and time frames. Communities who want to encourage development and growth know the permitting process must be made easier and less costly for builders.

Traditional Steps in Building Processes:

1. Accepting paper applications for permits, often within Building Department offices.

2. Routing the application for review and approval.

3. Calculating the fees for the permit, and accepting and handling payment manually.

4. Reviewing the application for completeness and sends requests for additional information if needed via phone calls or emails.

5. Pulling information on plan approvals from Planning, and all history and code information for the project and property and attaching to the paper file.

6. Permit is issued

7. An inspection appointment is made via mail to the applicant.

8. The inspector meets the builder on the site and inspects the work. The inspector brings the paper file to the site, but if all necessary information is not in the file, the inspector must go back to the office to find the information.

9. If revisions are requested, the process starts over for another inspection.

10. Once approved, the inspector attaches the completed form to the file.

11. Builder advances to next stage of construction and possibly new set of permits needed for project until final inspection is complete. This may require multiple visits to the agency office and manual paper handling.

12. Certificate of Occupancy is issued via mail or picked up at agency office

Accela Building:

Accela Building is a pre-configured solution which automates all aspects of the building permit process. This solution moves all the functions online, removing paper, manual steps, and errors, and dramatically cuts the time and cost of permit processing so agencies can more easily facilitate growth in their communities.
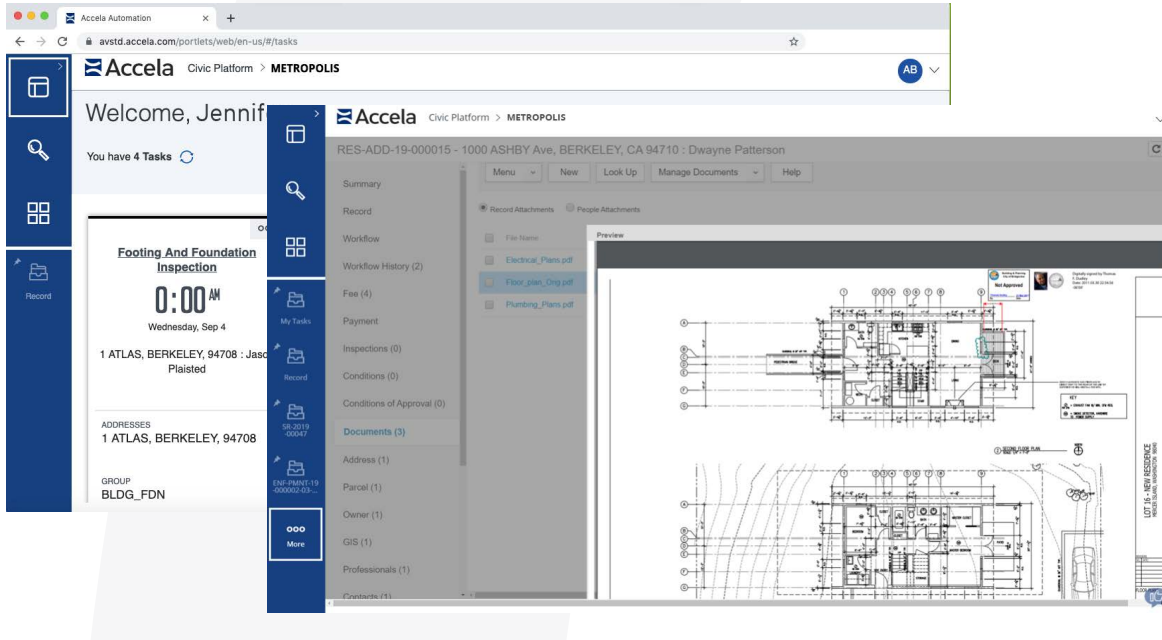
Permit Applications

Accela Building saves time for citizens by moving traditional counter services online. Instead of having to drive to the agency office, they perform all the steps for a permit application from within a specialized web-based portal that allows them to input all information needed, including the applications, relevant documents, and pay fees, and check permit status and approved permits 24x7.

Permit Processing

Accela Building can manage the review and routing functions for permit review. Multiple reviewers can access applications and plans simultaneously, from a single case file. Integrations with other systems allow reviewers to pull zoning and code information and make it available to save time, and the document review capabilities allow multiple reviewers to share documents, mark up and comment on documents, and manage versions, right from the Accela Building interface.

Inspections

Accela Building makes it easy for inspectors to perform onsite inspections from their mobile devices, allowing them to stay 100% in the field, reducing effort and errors, and allowing them to perform more inspections in their work day. The system generates and optimizes route assignments based on geographic region and inspector discipline, and ensures all documents and data are available for specific inspections reducing trips back to the office. Accela's online capability allows inspectors to manage assignments, capture information, and access reference information on their mobile devices even when not connected to a network, and then synchronizes their information automatically when they are back on the network to maximize productivity.

Features

Permit Processing in the Cloud – The system is hosted in the cloud so agencies don't have to worry about setting up hardware and software infrastructure, or load and maintain application software. Accela manages the entire system for agency customers.

Online Reporting – Provide management insight into the metrics and data about the broader permitting function. This helps managers measure, track and analyze permitting processes to uncover opportunity to improve employee speed and effectiveness.

Accela Mobile – Allow inspectors and code enforcement officers to carry their "offices" with them. It provides all the functionality they need on their mobile tablet computers to manage their schedules, route their travel, view GIS information, download needed information from the agency systems, complete the inspection report, upload data captured in the field, and submit inspection reports electronically.
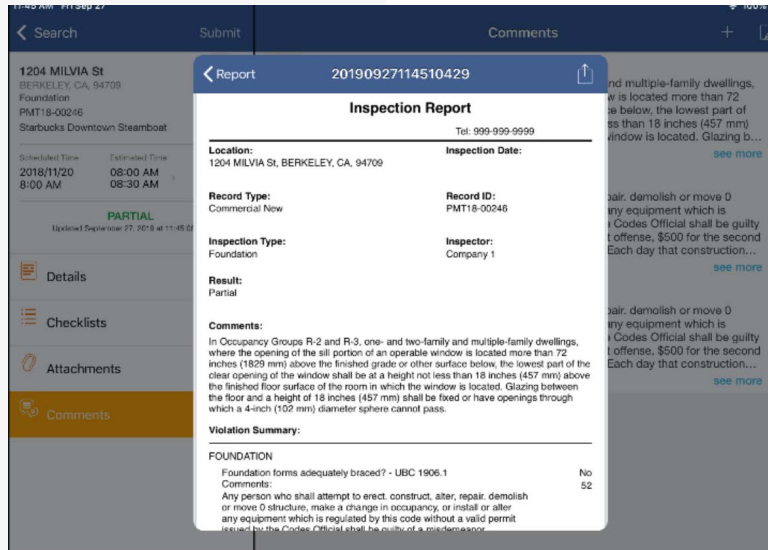
Workflow Management – Accela Building will automate the tasks and functions needed for permit processing. This system can assign tasks, track reviews, associate documents and information to tasks, and keep processes running smoothly and on time.

Integration to GIS – GIS capabilities produce interactive maps and visualizations, making planning and permitting data easier to understand.

Accela

Accela Mobile – Allows inspectors and code enforcement officers to carry their "offices" with them.

Features

Electronic Document Review – Remove the need for paper in the permitting process. Agency employees and project owners can upload digital documents, comment on and markup documents, and collaborate with reviewers to get plans approved quicker.

Accela Citizen Access Portal – The citizen portal ensures builders can more easily submit permit applications, make payments, check status, schedule inspections, upload information, and generally get a much better sense of the permitting process.

A Modern and Intuitive User Interface – HTML5 and responsive design provide a seamless experience for both agency staff and citizens on their desktop and mobile devices.

Platform-Wide APIs, SDKs and open data – Allow developers to integrate data and processes across complementary solutions to meet the unique needs of agencies.

Online Payment Processing – Simplify the collection process by enabling project owners to pay fees online instead of mailing in paper checks or having to visit the agency office to pay with a credit card or provide ACH numbers. Online payments also provide trust account capabilities to allow larger builders to have multiple employees pay fees from a single business account.

About Accela

Accela provides market-leading solutions that empower state and local governments to build thriving communities, grow businesses and protect citizens. Powered by Microsoft Azure, Accela's open and flexible technology helps agencies address specific needs today, while ensuring they are prepared for any emerging or complex challenges in the future. Accela is headquartered in San Ramon, California, with additional offices around the world.

Learn More

Visit www.accela.com/building or call us at (888) 722-2352