



## **INTERLOCAL AGREEMENT WITH SOUTH CENTRAL PLANNING AND DEVELOPMENT COMMISSION(SCPDC)**

**RS-21-158**

**December 7, 2021**

# Background

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- The City of Killeen lacks a centralized development process for Permits, Code Enforcement, and Planning Development
- Their information resides in different folders in different drives making it difficult for staff to gain a complete perspective on a property when permitting or code enforcement questions arise
- The city's current software Navaline is 20 years old and lacks the online features for permits, code enforcement and development reviews

# Background

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- The South Central Planning and Development Commission (“SCPDC”) is a regional planning commission and political subdivision of the State of Louisiana, domiciled in Terrebonne Parish.
- MyPermitNow, is an online permitting software, that standardizes the process flows, improves efficiency, communicates with the public, and creates a standard set of metrics for reporting and management.
- The software will allow customers to check workflows, timelines and status of submitted permits, pay online, schedule inspections and receive letters of approval/disapproval, etc.

# Customer Portal – Permits & Licensing

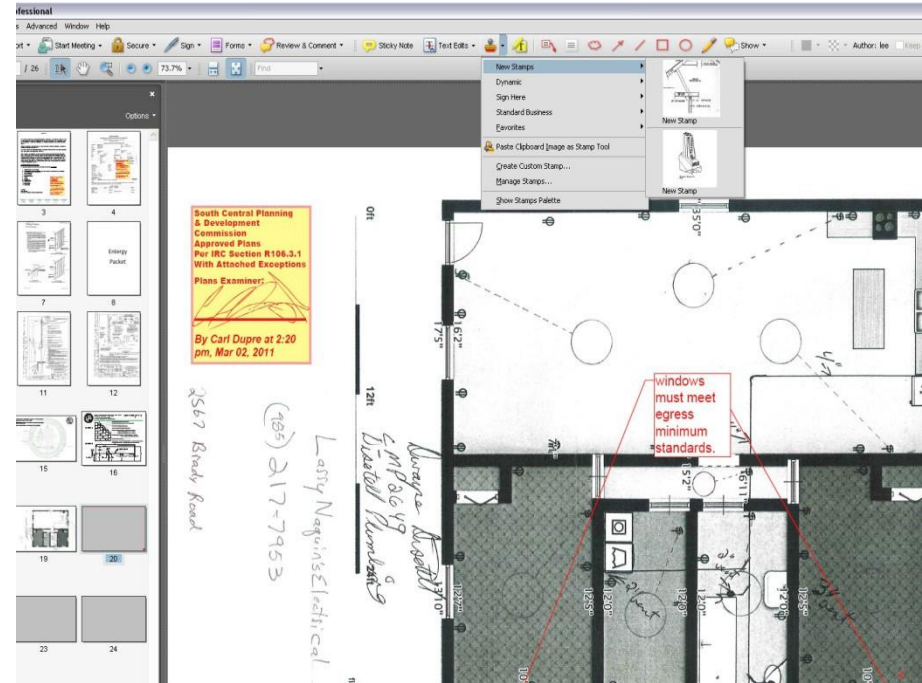
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- ❑ Apply for permits online
- ❑ View status of “check list” items needed to complete permit process in real time
- ❑ View inspection reports
- ❑ View original and revised plans
- ❑ One customer portal account allows management of permits, code enforcement issues, addressing and more across multiple jurisdictions
- ❑ Historical data is stored online indefinitely

# Digital Plan Review

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- Completely paperless plan review process to track all revisions
- Allow multiple users and departments to review documents simultaneously
- Drag and drop code references and diagram schematics



# Alternatives

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- Do not authorize the interlocal agreement with South Central Planning and Development Commission
- Authorize the interlocal agreement with South Central Planning and Development Commission with an estimated FY22 annual cost of \$35,000 utilizing the funds from Permit Technology fee

# Recommendation

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- Staff recommends that the City Manager or his designee be authorized to execute an interlocal agreement with South Central Planning and Development Commission(SCPDC)