



# SENTRY RMS Permitting Software

## Permitting Records Management System Software

### Project Management

- ▶ Application/Work Request can be reviewed by project staff before activated in the system.
- ▶ Building official, project managers and inspector assignments can be scheduled.
- ▶ Project status tracking.
- ▶ Email and database messaging for in house and applicant communication.
- ▶ Chronological record of every action of the project.

### Applicant Portal

- ▶ On-Line Application through town web site.
- ▶ Applications and Inspections can be submitted to the system remotely.
- ▶ Applicable documents i.e. pictures, pdfs, etc. can be uploaded by applicant.
- ▶ Applicant Contact information.
- ▶ Project scope and data.
- ▶ Project status tracking.



### Plan Review

- ▶ Track plan review process.
- ▶ Track code compliance and code deficiencies. System alerts for comply dates.
- ▶ Chronological record.

### Inspection Module

- ▶ Track code compliance and code deficiencies.
- ▶ System alerts for comply dates.
- ▶ Chronological record.
- ▶ Departmental standard check sheets – Customizable.
- ▶ Personal check sheets – Customizable.
- ▶ Will integrate department owned building codes.

The interface shows a detailed inspection report form. It includes fields for 'PROJECT #', 'PERMIT #', 'INSPECTION REQUIRED BY', 'BUILDING DEPT', 'FIRE MARSHAL', 'PLANNING & ZONING', 'PUBLIC WORKS', 'TRAFFIC AUTHORITY', and 'HEALTH'. There are also sections for 'TOTAL ITEMS', 'COMPLIANCE DATE', and 'ATTACH PHOTO'. The form is titled 'BUILDING DEPT'.

### Pre-Plan

- ▶ Property info – Structure, access, HazMat, water, protection, contacts, notes, etc.
- ▶ Integrated with fire department.

### Permits

- ▶ Track permit issues through CO/CA.
- ▶ Fee tracking option.

### Mobile – Web Portal

- ▶ Building and Fire modules can be accessed on mobile devices (IOS, Android, Windows, etc.)
- ▶ IOS integration includes signature capture and photo integration.

The mobile web portal displays a list of projects and inspections. It includes a header with navigation tabs: PROJECTS, RECEIPTS, PERMIT, PARCEL, OWNER, CONTRACTOR, PLAN REVIEW, INSPECTIONS, ACTIVITY, COMPLAINTS. The main content area shows a table of projects with columns for PROJECT #, ADDRESS, PROJECT TYPE, and PROJECT STATUS. The table lists various projects, including '25791 109 Ridge Court', '25769 17 Hillside Ave', '25279 463 Maple Street', '25862 93 Oak Lane', '25267 34 Clinton Street', '25441 127 Imperial Ave', '25576 133 Post Road', '25456 167 Beach Ave', '25340 444 Clarity Avenue', '25720 332 Medford Avenue', '25897 512 Terrace Row', '25899 345 Emerald Street', '25171 Prospect Boulevard', '25310 111 Dycamore Way', and '25531 111 Noble Street'. The table also includes a 'COMPLAINTS' column.

### Forms

- ▶ Custom forms will be integrated into the system (Inspection reports, letters etc.)
- ▶ System data is integrated into all forms to eliminate duplicate data entry in reports.
- ▶ Statistical reports.
- ▶ Charts, Graphs.
- ▶ Time Tracking.
- ▶ Custom reports.

### Fees and Payments Module

- ▶ Auto calculate local and state fees.
- ▶ Payment tracking.

**Sentry Permitting can be integrated with third party on-line payment processes.**



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