

Best Practice Processes

Top Reasons to Choose Municipicity

ICC's only ePermitting and Code Enforcement Enforcement Software from ICC.

Innovative cloud-based solutions you can access from internet connected devices.

Expert team with in-depth knowledge of municipalities and your daily demands.

Scalable solutions grow with you as your needs change.

Product integrations improve operational efficiencies.

Customer satisfaction is our goal.

Save time & money, reduce costs, and improve resident satisfaction.

To learn more, visit icc-cds.com/Municipicity

Application to Certificate

- **Permit Application Processing:** Receive and manage building permit applications for changes or enhancements to parcels and structures.
- **Application Review & Approval Workflow:** Coordinate review tasks and approvals across departments with built-in tracking and task management.
- **Fee Tracking & Payment Management:** Monitor and manage application-related fees with accurate, real-time tracking tools.
- **Inspection & Re-Inspection Scheduling:** Conduct and document inspections and re-inspections for permitted work, ensuring compliance before closing permits.
- **Certificate Issuance:** Generate and issue certificates upon successful completion of inspections and approvals.
- **Mobile Inspection Support:** Enable inspectors to perform on-site inspections, upload findings, and update permit status directly from the field.



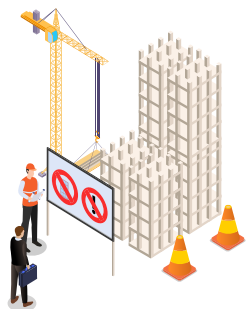
Code Enforcement

- **Violation Identification & Verification:** Log and confirm code violations across properties with tools for documentation and evidence collection.
- **Notice of Violation & Order to Remedy:** Generate and issue formal notices with prescribed corrective actions, deadlines, and compliance instructions.
- **Inspection Tracking for Violations:** Schedule and monitor follow-up inspections to ensure timely resolution and compliance.
- **Ticketing & Court Case Management:** Manage citations, track outstanding violations, and manage court appearances for unresolved cases.



Property Compliance

- **Vacancy & Rental Property Registration:** Identify, verify, and register vacant, abandoned, and rental properties, including landlord and occupant details.
- **Ordinance-Based Inspection Checklists:** Conduct detailed inspections using customizable checklists aligned with municipal and state codes for fire safety, health, and public assembly.
- **Scheduled Inspection Tracking:** Monitor and manage recurring inspections for public safety, fire safety, and health compliance with reminders and dashboards.
- **Compliance Documentation & Reporting:** Generate printouts detailing ordinance violations, checklist failures, and compliance status for clear communication and enforcement.
- **Fee & Notification Management:** Track related fees and send bulk reminder letters for upcoming inspections or registration renewals.



Connect Public Portal

- **Online Permit & License Applications:** Allow citizens to apply for permits and request new licenses through a user-friendly online portal.
- **Inspection Requests & Status Tracking:** Enable residents to request inspections, view their status, and review inspection history.
- **Complaint & Request Submissions:** Accept public complaints and service requests directly through the portal.
- **Vacancy & Landlord Registration:** Facilitate online registration of vacant properties and rental units for streamlined compliance.



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upcoming webinar.



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Planning & Zoning Applications

- **Application Intake & Processing:** Accept and manage planning and zoning applications such as variances, subdivisions, and rezoning requests.
- **Approval Workflow Management:** Coordinate and track approval tasks, including scheduling and documenting planning board and zoning meetings.
- **Fee Tracking & Payment Management:** Monitor application fees with built-in tools for accurate tracking and reporting.
- **Escrow & Bond Account Tracking:** Manage financial accounts related to projects, including escrow deposits and bond requirements.
- **Project Monitoring & Status Updates:** Maintain visibility into project progress with centralized tracking and real-time status updates.



Licensing Management



- **License Application Processing:** Accept and manage applications for contractor, business, and clerk-managed licenses (e.g., liquor, games of chance).
- **License Issuance & Renewals:** Issue licenses and manage renewal cycles with task tracking and approval workflows.
- **Expiration Alerts & Bulk Letters:** Generate bulk notifications for upcoming license expirations to keep licensees informed.
- **Fee Tracking & Compliance Monitoring:** Track payments and ensure all licensing requirements are met, including insurance validation.

Work Orders & Maintenance



- **Work Order Creation & Assignment:** Create, assign, and track one-time or recurring work orders for municipal infrastructure and services.
- **Material & Time Tracking:** Log stockpiles, materials used, and labor hours for accurate resource management.
- **Recurring Maintenance Scheduling:** Set up and manage ongoing maintenance tasks for internal teams or third-party contractors.
- **Dashboards & Notifications:** Visualize work order status and send bulk reminders for upcoming maintenance tasks.
- **Fee Tracking & Mobile Access:** Track related costs and enable mobile updates from the field for real-time progress reporting.

Assets & Inspections



- **Asset Creation & Management:** Register and manage municipal assets such as signs, hydrants, and park equipment with detailed data fields.
- **Recurring Inspection Scheduling:** Set up and track recurring inspections for assets to ensure safety and maintenance compliance.
- **Detailed Inspection Checklists:** Use customizable checklists to document inspection results, including pass/fail status and ordinance references.
- **Dashboards & Reporting:** Monitor asset status and inspection schedules with visual dashboards and printable reports.
- **Bulk Notifications & Fee Tracking:** Send reminder letters for upcoming inspections and manage associated inspection fees.
- **Mobile Inspection Support:** Conduct inspections in the field with mobile access to asset records and checklist tools.

ICC Innovation

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