



# Board of County Commissioners Agenda Request

**4B**

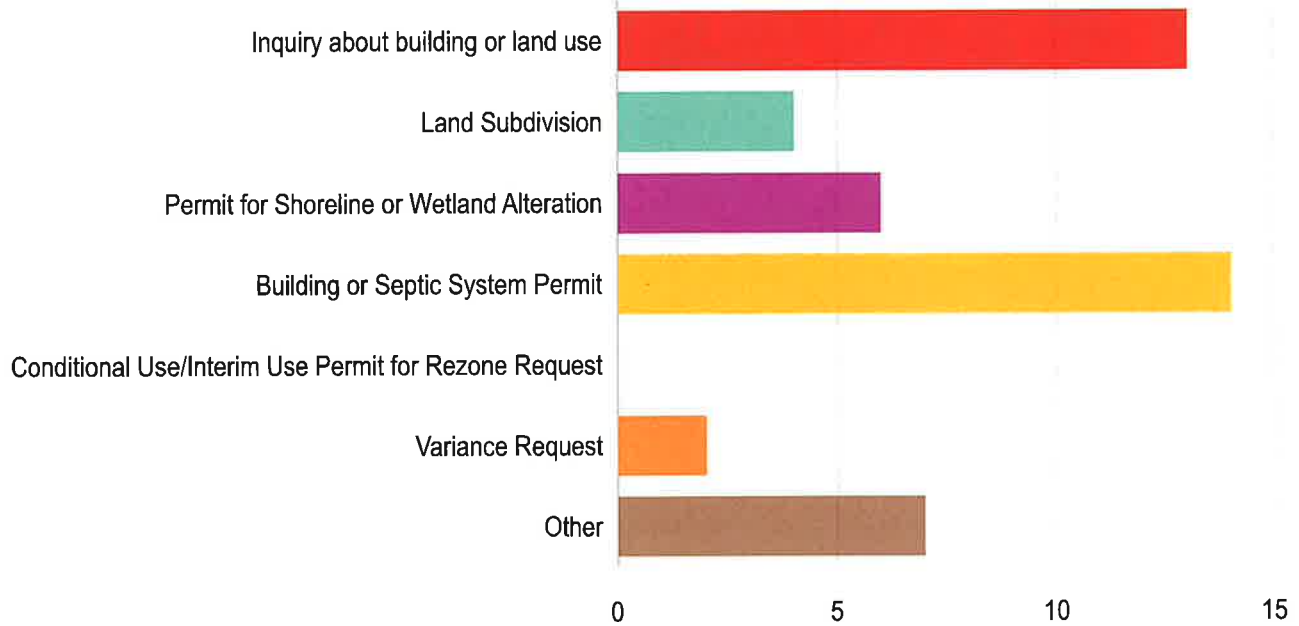
Agenda Item #

**Requested Meeting Date:** November 25, 2025**Title of Item:** Request Motion to Approve New Permitting and Registration Software

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Andrew Carlstrom		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Andrew Carlstrom		<b>Estimated Time Needed:</b> 15 Minutes
<b>Summary of Issue:</b> <p>Since November 2024, Planning &amp; Zoning has been researching, meeting with, and comparing permitting and licensing software from several companies. We have been contracted with our current vendor (RT Vision) since we first went to on-line permitting 10 years ago, and many of their capabilities are now limited and out-of-date. We believe that Schneider Geospatial (GeoPermits) is the best fit for Environmental Services/Planning &amp; Zoning, and that other County departments such as the County Auditor and County Highway will be able to utilize and benefit from this software as well. We've discovered that GeoPermits is more customer/user friendly, it will allow County staff to make continuous workflow edits to all applications, permits, registrations, and various submittals. The utilization of this new software will undoubtedly result in more department efficiencies and operational capabilities.</p> <p>Representatives and Department Heads from the County Administration, Assessor's, Auditor, Environmental Services/Planning &amp; Zoning, Highway, Information Technology, and County Surveyor were in attendance for a GeoPermits software demonstration on November 13, 2025. Feedback from the various departments was positive and the demonstration showcased Ottertail County, who utilizes GeoPermits extensively.</p> <p>Schneider Geopermits offers unlimited users and annual flat rate pricing. Please see attached Planning &amp; Zoning customer service feedback, GeoPermits demonstration slides, and proposed contract service agreement.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> Deny motion to approve 3 year contract service agreement with Schneider Geospatial or direct further review and research of additional software platforms		
<b>Recommended Action/Motion:</b> Recommend motion to approve 3 year contract service agreement with Schneider Geospatial upon favorable review by Aitkin County IT Director and County Attorney		
<b>Financial Impact:</b> <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 88,200.00 setup and 1st year (please see proposed agreement)</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p> <p>The proposed Contract Services Agreement is currently under review by the IT Director and the County Attorney</p>		

# Customer Satisfaction Survey for Planning & Zoning

What did we help you with today? \*



## Answers

Inquiry about building or land use

## Count

13

## Percentage

28.26%

Land Subdivision

4

8.7%

Permit for Shoreline or Wetland Alteration

6

13.04%

Building or Septic System Permit

14

30.43%

Conditional Use/Interim Use Permit for Rezone Request

0

0%

Variance Request

2

4.35%

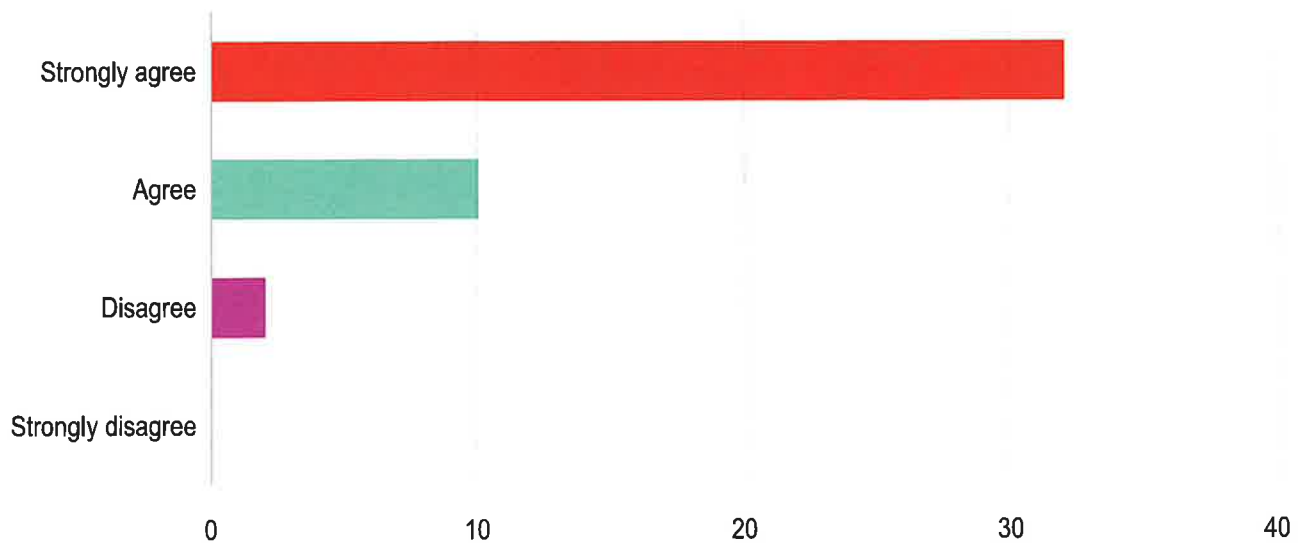
Other

7

15.22%

Answered: 46 Skipped: 0

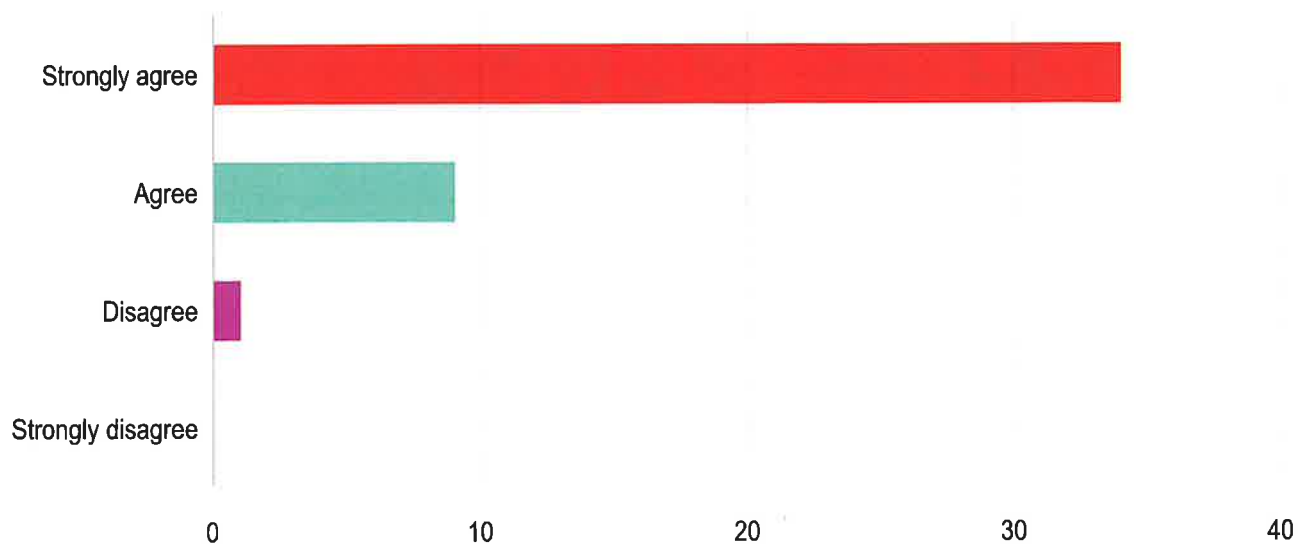
I was provided with prompt service and accurate information from staff.



Answers	Count	Percentage
Strongly agree	32	69.57%
Agree	10	21.74%
Disagree	2	4.35%
Strongly disagree	0	0%

Answered: 44 Skipped: 2

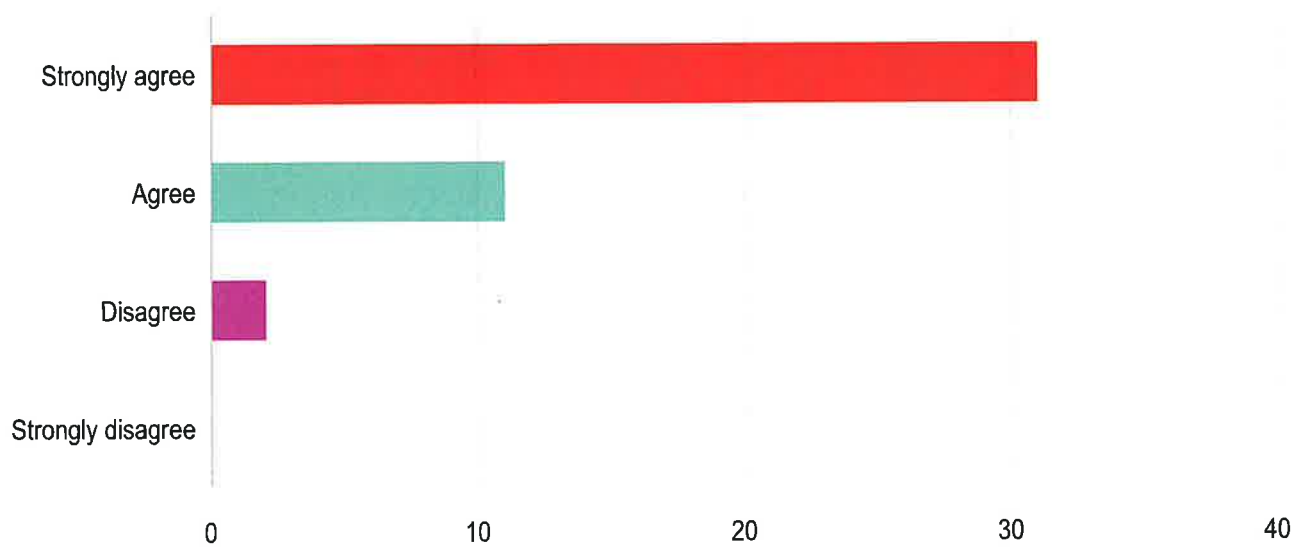
The staff person who helped me was professional and respectful.



Answers	Count	Percentage
Strongly agree	34	73.91%
Agree	9	19.57%
Disagree	1	2.17%
Strongly disagree	0	0%

Answered: 44 Skipped: 2

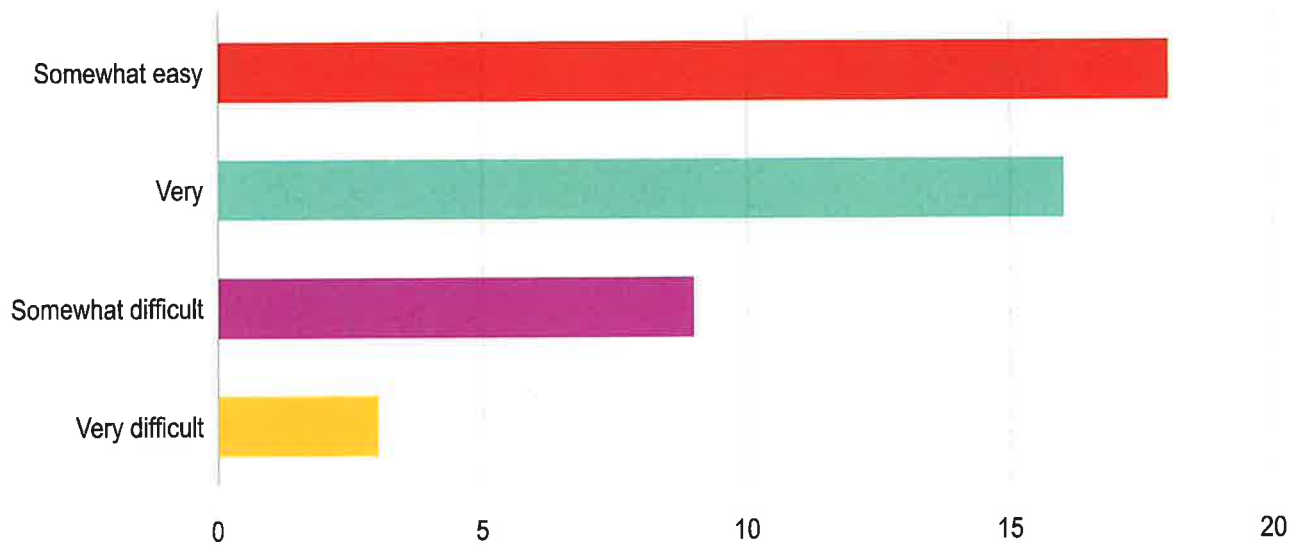
**Overall, my experience with the department was satisfactory.**



Answers	Count	Percentage
Strongly agree	31	67.39%
Agree	11	23.91%
Disagree	2	4.35%
Strongly disagree	0	0%

Answered: 44 Skipped: 2

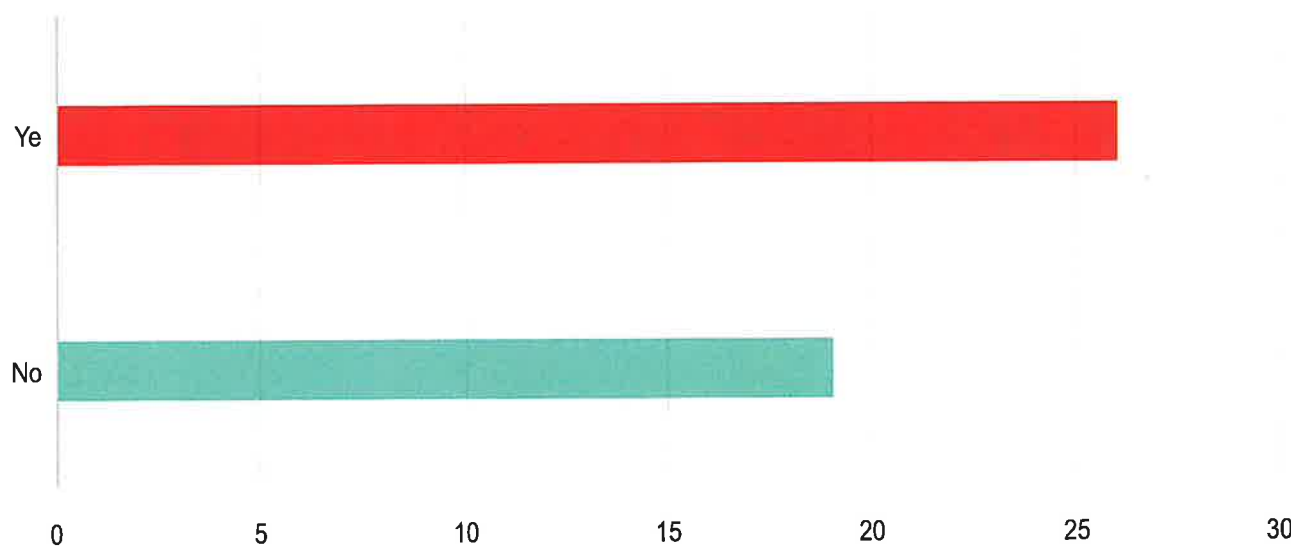
**How user-friendly or difficult was the online application?**



Answers	Count	Percentage
Somewhat easy	18	39.13%
Very easy	16	34.78%
Somewhat difficult	9	19.57%
Very difficult	3	6.52%

Answered: 46 Skipped: 0

Was this your first online application with our department?



Answers	Count	Percentage
Yes	26	56.52%
No	19	41.3%

Staff was helpful on the phone. Website needs improvement. The words "Building Permits" should be on the main page. 1

Overall the process was pretty simple 1

Kim Burton was very helpful. Online permit was good. 1

It would be good to have water tests taken weekly during the summer months so as to not have to go elsewhere for them. 1

I'm in the process of a land use permit. The website is easy to navigate 1

I'm an old man not at all internet savvy. I couldn't navigate thru the pages because I did not know the terminology. So I came in . The staff was very helpful and patient with me . 1

I tried to go back (unsuccessfully) and slightly alter an answer after I submitted and the permit request. 1

I think water testing should be done weekly not biweekly. 1

I did not submit permit application; it was submitted through Timberlake Septic. Their company provided the inspection and engineering services. They will also perform replacement of septic tank. 1

Henry Egland went over the top in assisting us getting an account set up and expediting getting our permit completed. It was a pleasure meeting with him and interacting with him. You are blessed having Henry on your team. 1

Good job ! Thank you for your prompt and professional service. A Fine example of the way our county personnel should conduct business. 1

Did get a permit could finish 1

all worked pretty good. 1

A little hard to navigate but got through it! 1

A letter explaining all steps and costs 1

Answered: 20 Skipped: 26



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## PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into by and between **Schneider Geospatial, LLC**, a Delaware Limited Liability Company, whose place of business is 8901 Otis Avenue, Suite 300, Indianapolis, IN 46216 ("PROFESSIONAL") and **Aitkin County, Minnesota**, whose place of business is: 307 2nd St NW, Aitkin, MN 56431 ("CLIENT").

### 1 Services.

PROFESSIONAL shall provide CLIENT with the following services ("Services"):

#### A. **GeoPermits Portal Development**

Development of a web based **GeoPermits** portal. This site will include the following:

- a. Support multiple stage workflows that allow input and tracking of permit application and inspections data by multiple user types (public users, local government staff, service providers, and other related third-party organizations).
  - b. User role-based security and access control to manage system users and enable workflow stage access based on user type.
  - c. Ability to add auto-generated email notifications to specific users at each stage of a permit workflow.
  - d. Administrative interface for CLIENT workflow project setup and configuration.
    - i. Create and edit unlimited number of workflow projects (each permit type will be represented as a workflow project).
    - ii. Create and edit unlimited number of stages for each workflow project.
    - iii. Create and edit unlimited number of data entities for each stage.
    - iv. Create instructions text for each data entity, with ability to embed HTML content such as hyperlinks.
    - v. Modify stage sequencing.
    - vi. Restrict visibility of workflow projects and stages to admin users only.
    - vii. Ability to generate test permit applications when modifying workflow projects and publish workflow updates to the live system when modifications are complete.
    - viii. Ability to "un-publish" a workflow project so that no new permits will be allowed to be created by users.
    - ix. Clone project capability to create a new workflow project based on an existing workflow project.
    - x. Configure permit fees for each workflow project. Fees may be dynamically calculated based on user inputs.
    - xi. Configure workflow conditional routing based on user entered inputs on dropdown lists and checkboxes.
    - xii. Project Summary page with detailed outline of each workflow project.
    - xiii. Print template editing interface to allow CLIENT admin users to configure templates for printable, completed permit applications.
  - e. Multiple supported data entity types for data entry forms, including the following:
    - i. Short text box
    - ii. Long text box (Comments)
    - iii. Date
    - iv. Document attachment (with file browser)
    - v. Fee
    - vi. Lookup (dropdown list)
    - vii. Number
    - viii. Static Labels
    - ix. Checkbox, Radio Button
  - f. Document upload capabilities to allow users to attach multiple electronic files to permit records at each stage of a permit workflow.
  - g. CLIENT's community website branding to allow the community to provide a header logo image and contact information from the organization.
  - h. Interactive mapping interface with basic mark-up tools to allow users to sketch and label information about the permit application on CLIENT's existing GIS map and aerial photography.
-



- i. Dashboard page to allow users to view permit applications in progress based on the following criteria:
  - i. My Applications (in progress)
  - ii. Applications Needing My Attention
  - iii. Inspections to Schedule
  - iv. Inspections to Complete
  - v. Contractor Registrations about to Expire
- j. Contractor Registration Interface
  - i. Allows system users to register as a contractor with CLIENT.
  - ii. Admin interface to setup contractor types and registration fees
  - iii. Maintains a database of CLIENT's registered contractors, including the following information.
    - 1) Contractor Type
    - 2) Business Name
    - 3) Street Address
    - 4) City
    - 5) State
    - 6) Zip
    - 7) Contact Name
    - 8) Contact Title
    - 9) Contact Business Phone
    - 10) Contact Cell Phone
    - 11) Contact Email Address
    - 12) Company Web Address
    - 13) Status
    - 14) Registration length (in months)
    - 15) Effective Date
    - 16) Expiration Date
    - 17) Renewal Date
    - 18) Workers Comp. Expiration Date
    - 19) Bond Expiration Date
    - 20) Liability Insurance Expiration Date
    - 21) Registration Fee Payment status
    - 22) Notes
    - 23) Attached Documents
- k. Included Services:
  - i. Administrative account setup and deployment.
  - ii. Two (2), two-hour (2-hour) online training sessions to introduce client to the administrative functions of the system, as well as how to begin to set up their first workflows.
- l. **Database Connection Services**
  - i. PROFESSIONAL will provide software and services to access data from existing CLIENT data sources, including the real estate property tax system and GIS, to supplement property searches and auto-filling of property information in the **GeoPermits** application.
  - ii. PROFESSIONAL will provide an automated routine to transfer data from CLIENT's local computer data sources to PROFESSIONAL's servers over a high-speed Internet connection. This automated routine can be scheduled to update data to the **GeoPermits** system on a regular basis.

m. **Legacy System Data Migration Services**

Professional will provide up to 30 hours of services to import data from CLIENT's existing legacy permitting system into PROFESSIONAL's web based **GeoPermits** system under the following expectations:

- i. Data from CLIENT's Legacy System will be imported, from the existing Legacy System Database to PROFESSIONAL's web based **GeoPermits** system. Legacy system data will be imported in its existing database structure, and PROFESSIONAL will not attempt to reprocess the data to make Legacy System data fit into workflows that are developed in the new **GeoPermits** system.
- ii. Professional assumes location-based permit data in the Legacy System includes a reference to a parcel (Parcel ID number). If not, PROFESSIONAL will need to develop a custom search interface for this system.
- iii. PROFESSIONAL will develop a history report that allows the user to view a list of permits that pertain to an individual parcel, including permits from both the legacy and new systems.
- iv. PROFESSIONAL can develop additional custom reports with data from the Legacy System, per CLIENT requests, but it may require additional costs that will be approved under subsequent agreements.

Time & Materials - PROFESSIONAL estimates this project will require 30 hours to import data from the legacy system and develop a history report, based on PROFESSIONAL's previous legacy permit system integration projects. If CLIENT's Permitting Data Migration requires more than 30 hours to complete, additional services may be provided on an hourly billed Time & Materials, based on the following hourly fee schedule. PROFESSIONAL agrees not to proceed with hourly billed Time & Materials based services without additional written authorization from CLIENT. Time & Materials based services will be invoiced on a monthly basis for any services provided in the previous month.

**Hourly Fee Schedule**

JOB CLASSIFICATION/TITLE	HOURLY RATE
Sr. Developer	\$286
Developer	\$248
Analyst	\$188
Sr. Implementation Manager	\$204
Implementation Manager	\$166
Implementation Specialist	\$141

n. **Payment Processor Integration – Certified Payments**

PROFESSIONAL will provide product development services to integrate CLIENT's **GeoPermits** website with PROFESSIONAL's preferred third-party payment processor. Integration will allow **GeoPermits** website to pass permit fee amounts and purchaser information to CLIENT's payment processor where the end user will submit payment information and receive a receipt for the transaction. CLIENT's payment processor system will handle all payment and transaction fee processing and routing of funds to CLIENT.

**GeoPermits** end users will be required to click a link or button on CLIENT's payment processor interface in order for CLIENT's payment processor system to notify the **GeoPermits** system that the permit fee has been paid, and to return the end user to the **GeoPermits** website.

o. **Essentials Service Package**

i. Initial Setup (*one-time*)

- 1) CLIENT will have up to **twelve** days (96 hours) of remote custom GIS consulting for modifications and customization of existing permit templates. These modifications would include items such as but not limited to:
  - a) Role / email addresses setup specific for CLIENT
  - b) Removal / addition of application questions to existing permit / workflows (i.e. adding additional document uploads, add franchise information, etc.)
  - c) Email response language modifications
  - d) Adding CLIENT logo
  - e) Update fee table
  - f) Permit / workflow customizations
- 2) CLIENT would select which permit templates that would be initially implemented. These permit templates would be modified to meet the CLIENT's permitting processes and needs using the available hours.
- 3) PROFESSIONAL anticipates the time to be spread equally throughout the first 12 months of the project. Hours may be accelerated within the first 12 months based on mutual agreement between the CLIENT and PROFESSIONAL. Unused time do not carry over past the first twelve months of the project. CLIENT is encouraged to utilize / schedule any unused time remaining by the tenth month of the project.

ii. Permitting Flex Support (*on-going*)

- 1) CLIENT will have up to **twelve** days (96 hours) per year of Flex (remote) Support. PROFESSIONAL anticipates the time to be spread equally throughout the year; however, time may be accelerated within the year based on mutual agreement between the CLIENT and PROFESSIONAL. Unused time does not carry over past the end of the year. CLIENT is encouraged to utilize / schedule any unused hours at least 45 days before the end of the year. This time could be used for items such as, but not limited to:
  - a) Development, modification, and publication of permit / workflows
  - b) Respond to technical support questions from CLIENT's staff
  - c) Consulting time may be prorated in year 1

iii. Users' Conference

- 1) 2 tickets, plus airfare and hotel to Schneider Users' Conference

B. **Portal Hosting and Maintenance**

PROFESSIONAL shall host and maintain of the above-described portal(s) for the term of this Agreement.

PROFESSIONAL's web data server environment is based in a cloud computing service residing in data centers managed by third-party hyper-scale cloud providers. Site improvements and modifications, including functionality enhancements to the core product may be made periodically. If CLIENT is charging fees for use of the system, any and all disputed charges are the responsibility of CLIENT. Certain onsite hardware and software configurations may require additional third-party software (not included in this Statement of Work). Services also include monitoring of PROFESSIONAL's web servers on a twenty-four/seven (24/7) basis; however, because of infrastructure issues beyond the control of PROFESSIONAL's staff, web services are not guaranteed to be available twenty-four (24) hours per day, seven (7) days per week.

*Other Fixed Fee phases of this project may be developed during the course of this agreement. Once the estimates are accepted, an Authorization to Proceed will have to be signed and submitted before work will begin.*

## 2 Payment for Services.

CLIENT shall compensate PROFESSIONAL for the Services as follows:

### A. Product/Service

a. **One-time Setup Cost:** **\$51,700**

Setup items:

Core Setup:	Included
Database Connection:	Included
Legacy Data Migration:	Included
Payment Processor:	Included
Subtotal:	\$59,100
<b>Discount:</b>	<b><u>-\$7,400</u></b>
<b>Total:</b>	<b>\$51,700</b>

b. **Annual Hosting:** **\$36,500**

Hosting items:

Core Hosting:	Included
Flex Support (96 annually):	Included

### B. Payment Schedule

<b>Year 1</b>	<b>January 1, 2026 – December 31, 2026:</b>	<b>\$88,200</b>
	(Setup: \$51,700, Hosting: \$36,500)	
<b>Year 2</b>	<b>January 1, 2027 – December 31, 2027:</b>	<b>\$38,325</b>
	(\$36,500 plus 5% increase)	
<b>Year 3</b>	<b>January 1, 2028 – December 31, 2028:</b>	<b>\$40,241</b>
	(\$38,325 plus 5% increase)	

Invoicing will be done on an annual basis at the beginning of the term unless otherwise specified.

### A. Project Schedule

a. **Portal Development**

- i. PROFESSIONAL requires the following information and technical assistance from CLIENT to access data sources defined in the Scope of Services.
  - 1) Database connection information.
  - 2) Server name or IP address.
  - 3) Database name.
  - 4) User login information for read access.
  - 5) Data dictionary or schema, as available.
- ii. Network paths to all file data sources.
- iii. Installation of PROFESSIONAL's Remote Support application on a computer with network access to CLIENT's data sources and files.
- iv. All information must be provided by CLIENT to the PROFESSIONAL at least twenty-one (21) days prior to the start of the Initial Hosting Term, defined below, to ensure that all data will be available on the portal at the start of the Initial Hosting Term.

b. **Portal Hosting and Maintenance**

- i. The Initial Hosting Term shall be defined in the Scope of Service or Payment Schedule above.
- ii. The Initial Hosting Term shall begin at the date above regardless of project delays resulting from CLIENT's failure to provide PROFESSIONAL with information required to access project data sources according to the project schedule. Any project delays on the part of the PROFESSIONAL will result in

the initial hosting term starting the first day of the first month following the completion of the portal's development and release from PROFESSIONAL to CLIENT.

*If the CLIENT cancels the agreement before end of initial multi-year term, any waived discounts and promotional fees will be included in the final invoice.*

Balances due thirty (30) days after the due date for non-government clients and sixty (60) days after the due date for government clients shall be assessed an interest rate of 1½% per month (18% per year). CLIENT agrees to pay for any and all costs of collection including, but not limited to interest, lien costs, court costs, expert fees, attorney's fees and other fees or costs involved in or arising out of collecting any unpaid or past due balances, including late fees or penalties. If payment is not received within thirty (30) days of the due date, PROFESSIONAL reserves the right, after giving seven (7) days written notice to CLIENT, to suspend services to CLIENT or to terminate this Agreement.

**3 Terms of Service.** Each party's rights and responsibilities under this Agreement are conditioned upon and subject to the Terms of Service which can be found at <http://schneiderGIS.com/termservice>. By executing this Agreement, CLIENT acknowledges that it has read the above-described Terms of Service and agrees that such Terms of Service are incorporated herein and made a part of this Agreement. PROFESSIONAL reserves the right to update or modify the Terms of Service upon ten (10) days prior notice to CLIENT. Such notice may be provided by PROFESSIONAL to CLIENT by e-mail.

**4 Term, Termination and Renewal.** The initial term of this Agreement shall be defined in the Scope of Services or Payment Schedule above. If the services provided are for an annual rate and extend for multiple years, PROFESSIONAL will prorate the first year of the agreement to match the fiscal year for the CLIENT, followed by consecutive, twelve (12) month periods. This Agreement shall automatically renew for successive terms which consist of a twelve (12) month period, subject to earlier termination as set forth in this Agreement or upon written notification by either party thirty (30) days prior to the end of a term. If, for any reason, this Agreement is terminated prior to the end of a term, any waived or discounted fees or specified promotional items provided by PROFESSIONAL shall be invoiced by PROFESSIONAL and paid by CLIENT. PROFESSIONAL reserves the right to update the pricing applicable to this Agreement after the initial term for any renewal terms and/or any subsequent terms occurring after the initial term of the Agreement; PROFESSIONAL shall provide prior written notice to CLIENT of any pricing adjustments applicable to any such renewal and/or subsequent terms.

**5 Additional Data Hosting.** PROFESSIONAL's website hosting services allow for storage of up to ten (10) Gigabytes of data and files to include as content for CLIENT's website hosted in PROFESSIONAL's web data server environment. Additional storage and transfer requirements may be negotiated, at PROFESSIONAL's discretion, if CLIENT decides to add additional content to the website – such as orthophotos, scanned documents, etc.

**6 Assignment.** PROFESSIONAL has the right to assign or transfer any rights under or interest in this Agreement upon fifteen (15) days' written or electronic notice to CLIENT. Nothing in this Paragraph shall prevent PROFESSIONAL from employing consultants or subcontractors to assist in the performance of the Services.

**7 Rights and Benefits.** Nothing in this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than CLIENT and PROFESSIONAL. CLIENT and PROFESSIONAL expressly state there are no third-party beneficiaries to this Agreement.

**8 Successors.** This Agreement is binding on the partners, successors, executors, administrators and assigns of both parties.

**9 Applicable Law.** The terms and conditions of this Agreement are subject to the laws of the State of Indiana.

IN WITNESS WHEREOF, the Parties have executed this Agreement by affixing their signatures below.

**Pricing is valid through December 31, 2025 .**

**PROFESSIONAL:**

Schneider Geospatial, LLC

By: \_\_\_\_\_

Print: Jeff Corns, GISP

Title: President & CEO

Date: \_\_\_\_\_

**CLIENT:**

Aitkin County, Minnesota

By: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Introduction

*Experienced team with an exceptional track record executing on a compelling strategic vision*



**Jeff Corns, GISP**  
Chief Executive  
Officer

Total SaaS / Gov Tech  
experience: 25+ Years



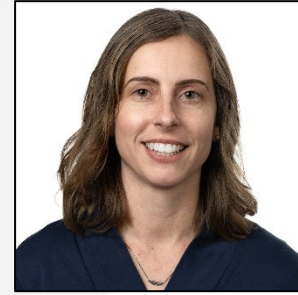
**Mike Mohrhauser**  
Chief Product  
Officer

Total SaaS / Gov Tech  
experience: 24+ Years



**Ryan S. Smith**  
Senior Account  
Executive

Total SaaS / Gov Tech  
experience: 14+ Years



**Courtney Kolb**  
Permitting Services  
Manager/ Senior  
Project Manager

Total SaaS / Gov Tech  
experience: 10+ Years



**Tracy Troutner**  
Senior Technical  
Analyst

Total SaaS / Gov Tech  
experience: 25+ Years

***Schneider liberates location-based data, empowering local governments to efficiently improve citizen experiences***

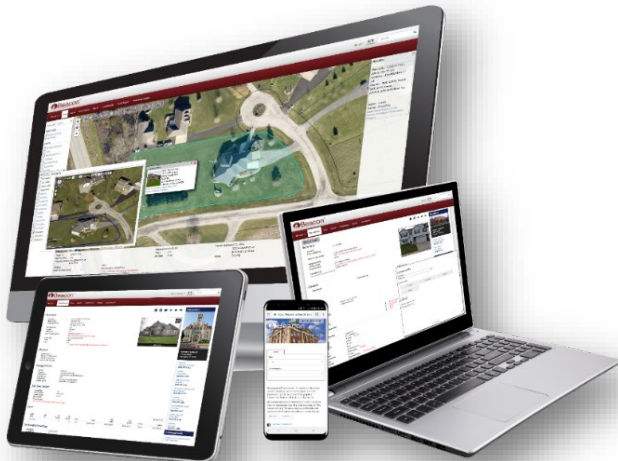


# Empowering Communities with Location-Based Data

Transforming government operations.



Our platform liberates location-based data, empowering local governments to efficiently serve and support their communities



**SCHNEIDER  
GEOSPATIAL**  
**SaaS Client Map**

**35<sup>th</sup> Year Offering GIS Solutions**

1989 – Schneider GIS

2005 – ProMap Corporation

2014 – qPublic

2020 – Elevate

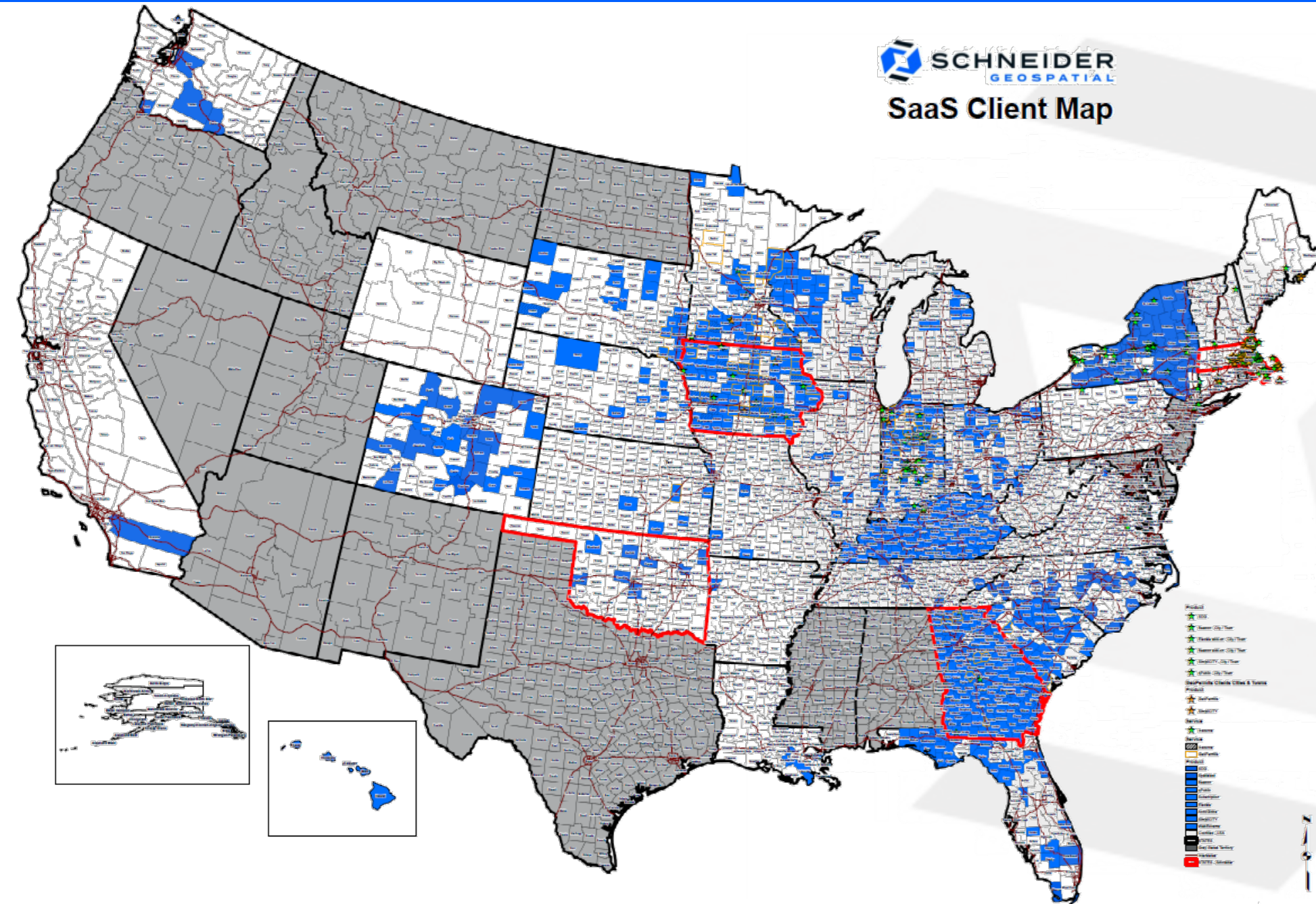
2021 – AccuGlobe

2023 – WebGuide Extreme

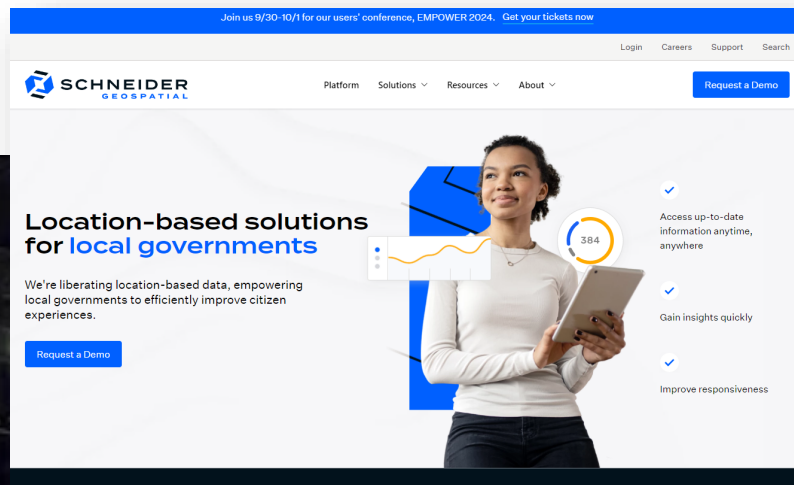
2023 – PeopleGIS

2023 – Spatialest

2024 – Systems Development  
Group (SDG)







# Purpose-Built Technology Solutions for Local Government

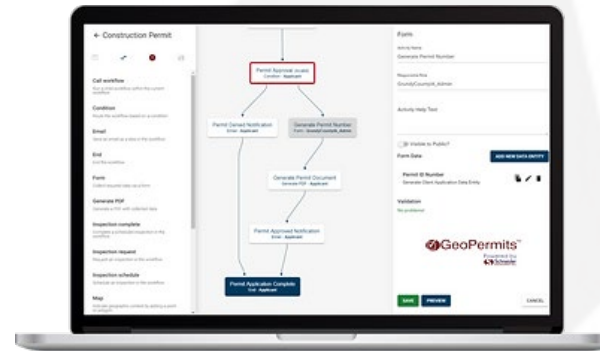
Schneider provides location-based solutions via its interconnected platform of parcel management, permitting & licensing, and asset management tools

## Parcel Management



- Interactive public access tool that allows users to view county and city information, public records and Geographic Information Systems (GIS) via an online portal
- Combines both web-based GIS and web-based data reporting tools including CAMA, Tax Administration, payments, documents, etc., into a single, user-friendly web application

## Permitting & Licensing



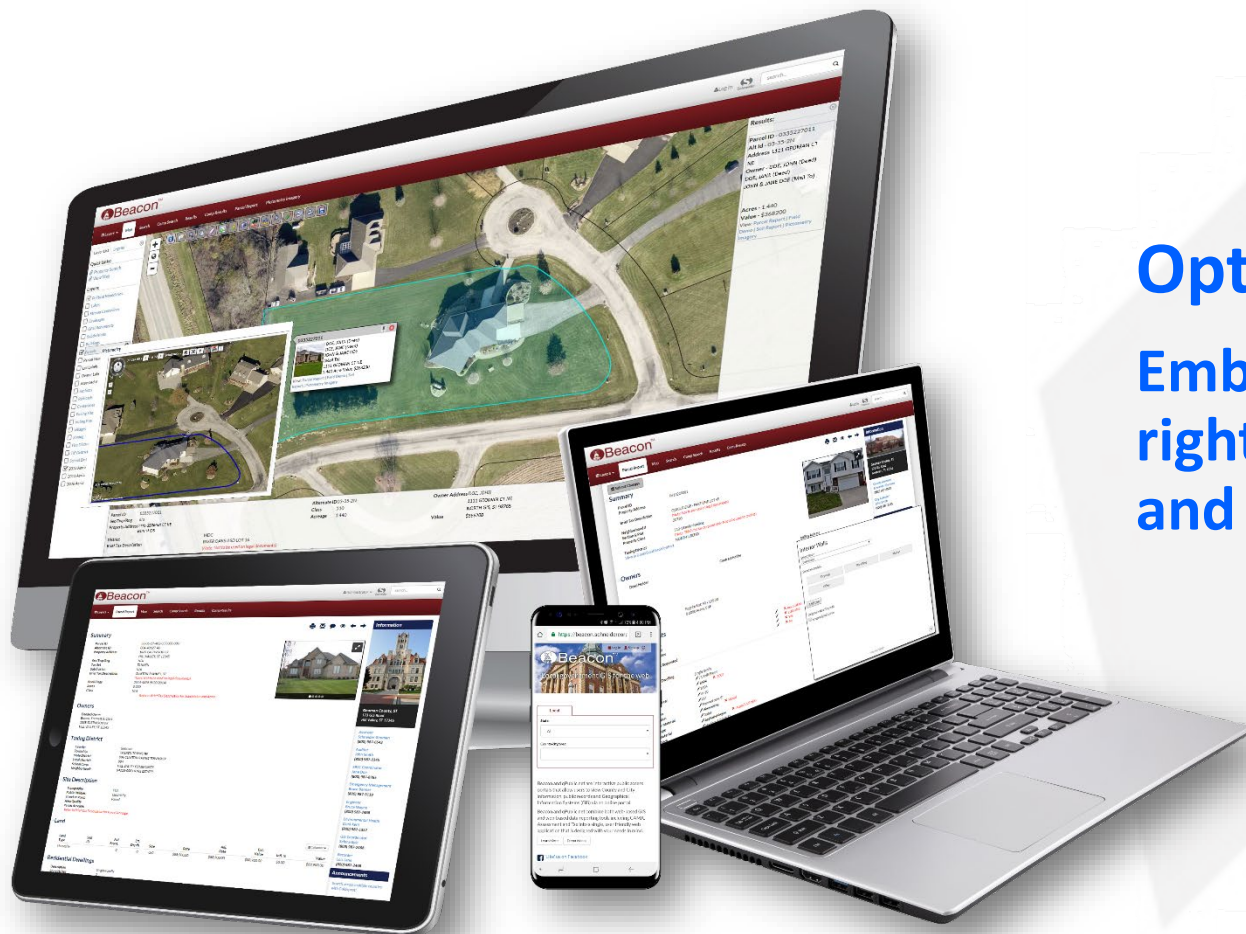
- Web-based technology that eliminates challenges faced by local government organizations in managing permit applications, vendor registration, and code enforcement
- Tracks permits throughout their lifecycle by streamlining workflows, reducing or eliminating in-person visits, and increasing communication & information access to all involved parties

## Asset Management



- Professional software suites for managing public works assets and work orders
- Expandable add-ons, such as SnowOps and Fleet Management.





**Optimize Aitkin County Operations:**  
Embrace geospatial intelligence and the right platform for data-driven decisions and improved efficiency.

# Empowering Local Governments: Otter Tail County's Success with GeoPermits

*I would have to say the biggest advantage is **the ease of creating new applications and altering your applications to fit your needs as processes evolve**. I have no background in computer programming but have been the lead in building out all the applications to this point, the team that worked with me when we started was extremely helpful in explaining how things work and really helped get things started, they are fantastic to work with.*

*Schneider Geospatial has made several updates; they are great about listening to the needs of their clients and try to figure out ways that they can improve on the process.*

*Ease, Flexibility, and Support  
— The GeoPermits Advantage*

**Michelle Jevne**

*Permit Technician*

Land & Resource Management  
Otter Tail County, Minnesota

# Efficiency Through Partnership: Waseca County's GeoPermits Experience

*GeoPermits has helped us streamline our permitting process especially with minor subdivision applications/splits. I like the fact that Schneider staff work with you and not just for you in workflow development.*

*Support is prompt too.*

*As an aside, Stacia is the best! 😊*

*Collaborative, Efficient,  
Supported  
— The GeoPermits Way*

**Maame Quarcoo**  
County Planner  
Waseca County, Minnesota



# Aitkin County – GeoPermits Value Highlights

**Streamlined, transparent workflows** that improve efficiency, reduce manual steps, and support collaboration across departments.

**Local control and flexibility**, allowing staff to manage their own forms, workflows, and data without vendor dependence.

**Integrated payments, documents, and GIS**, creating a unified system for transactions, records, and mapping in one place.

**Mobile-friendly access and reporting**, helping field staff, office staff, and leadership easily view, track, and act on permits and activity.

- Improved operational efficiency and transparency across departments.
- Seamless data sharing between Planning & Zoning, Assessor, Recorder, and GIS.
- Centralized payment processing with strong reporting and audit trails.
- Mobile-friendly field access for permitting and inspection workflows.
- Secure, scalable system with local control over workflows and users.
- Unified tracking of land-use and resource permits.
- Integrated document management and process visibility.
- GIS-enabled workflows for mapping and spatial insights.
- Streamlined financial reconciliation and reporting.
- Enhanced decision-making through data integration and visualization.



## Permitting Delays and Frustrations



Multiple Office Visits



Communication Failures



Disconnected/ Disparate Systems



Out-Dated Technology



Redundancy



Adaptability and Connecting to GIS Data

# GeoPermits: Unifying Departments for Streamlined Permitting

*ok done*

198 20400

## BUILDING PERMIT APPLICATION

JASPER COUNTY

*Applicant to complete numbered spaces only.*

JOB ADDRESS  
123 Rosa Lee Wright Rd

1 LEGAL DESC. LOT NO. TRACT

2 OWNER Jordan D.S. Bryan & Amanda Hayward MAIL ADDRESS 123 Rosa Lee Wright Ln Ridgeland, SC 29936 PHONE 803-846-9552

3 CONTRACTOR Calwood Homes MAIL ADDRESS 2822 Jack Hwy. Beaufort, SC 29915 PHONE 843-846-9552

4 ARCHITECT OR DESIGNER MAIL ADDRESS PHONE LICENSE NO.

5 ENGINEER MAIL ADDRESS PHONE LICENSE NO.

6 PROPERTY OWNED BY Jordan Wright MAP NO. 085-06-01-033

USE OF BUILDING Residential

8 Class of work: ☐ NEW ☐ ADDITION ☐ ALTERATION ☐ REPAIR ☐ MOVE ☐ REMOVE

9 Describe work: 2018 Steelwood W: 26 x 76  
Decal 9078

10 Change of use from  
Change of use to

11 Valuation of work: \$

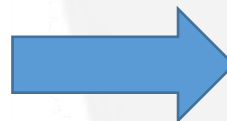
PLAN CHECK FEE		PERMIT FEE <u>100.00</u>	
Type of Const. <u>Wood</u>	Occupancy Group	Division	
Size of Bldg. (Total) Sq. Ft. <u>2,128</u>	No. of Stories	Max. Occ. Load	
Fire Zone	Use Zone	Fire Sprinklers Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
No. of Dwelling Units	OFFSTREET PARKING SPACES:	Covered	Uncovered
No. Baths <u>2</u>	Type of Heat <u>HVAC/Elec.</u>		
No. Bedrooms <u>4</u>	Estimated Date of Completion		
No. Fireplaces <u>7</u>			
Special Approvals	Required	Received	Not Required
ZONING			
HEALTH DEPT.			
FIRE DEPT.			
SOIL REPORT			
OTHER (Specify)			


NOTICE  
THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 1 YEAR AT ANY TIME AFTER WORK IS COMMENCED.  
I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT (DATE) 4-18-19

WHEN PROPERLY VALIDATED (IN THIS SPACE) THIS IS YOUR PERMIT

PERMIT VALIDATION CK. M.O. CASH





Jasper County SC Building Permit

test9999 [View Summary](#)

- 1 Parcel search
- 2 Owner and Property Info**
- 3 Project Information
- 4 Next Steps...

Telephone Number (Work)  
555-555-2222

Telephone Number (Home)  
515-555-2333

### Property Information

Site Address  
123 ROSA LEE WRIGHT LANE

City  
Ridgeland

Zip  
29936

Legal Description  
PARCEL E-1B ROSA LEE WRIGHT LN

Parcel ID Number  
085-06-01-033





## Online Permitting: Built on Client Feedback

- **24/7 Online Permitting:** Apply and track progress anytime, anywhere.
- **Integrated Maps:** Visualize projects and locations with ease.
- **Automated Notifications:** Stay informed with automatic updates.
- **Adaptable to Change:** Easily adjust to new processes and requirements.
- **Online Payments:** Conveniently pay fees online.
- **Enhanced Access & Tracking:** Improved transparency and control for everyone.
- **Save Time & Effort:** Streamlined workflows for faster processing.
- **No Extra Costs:** No additional hardware or software to purchase.
- **Exceptional Customer Service:** Enjoy a smoother, more efficient permitting experience.

# GeoPermits

## Advantages of Our Permitting Software

- **Designed for Your Community:**

- Workflows tailored to your specific needs and processes.

- **Easy to Use:**

- Simple and intuitive interface for quick adoption and minimal training.

- **Unlimited Use:**

- Empower your entire organization with access to the system.

- **Affordable:**

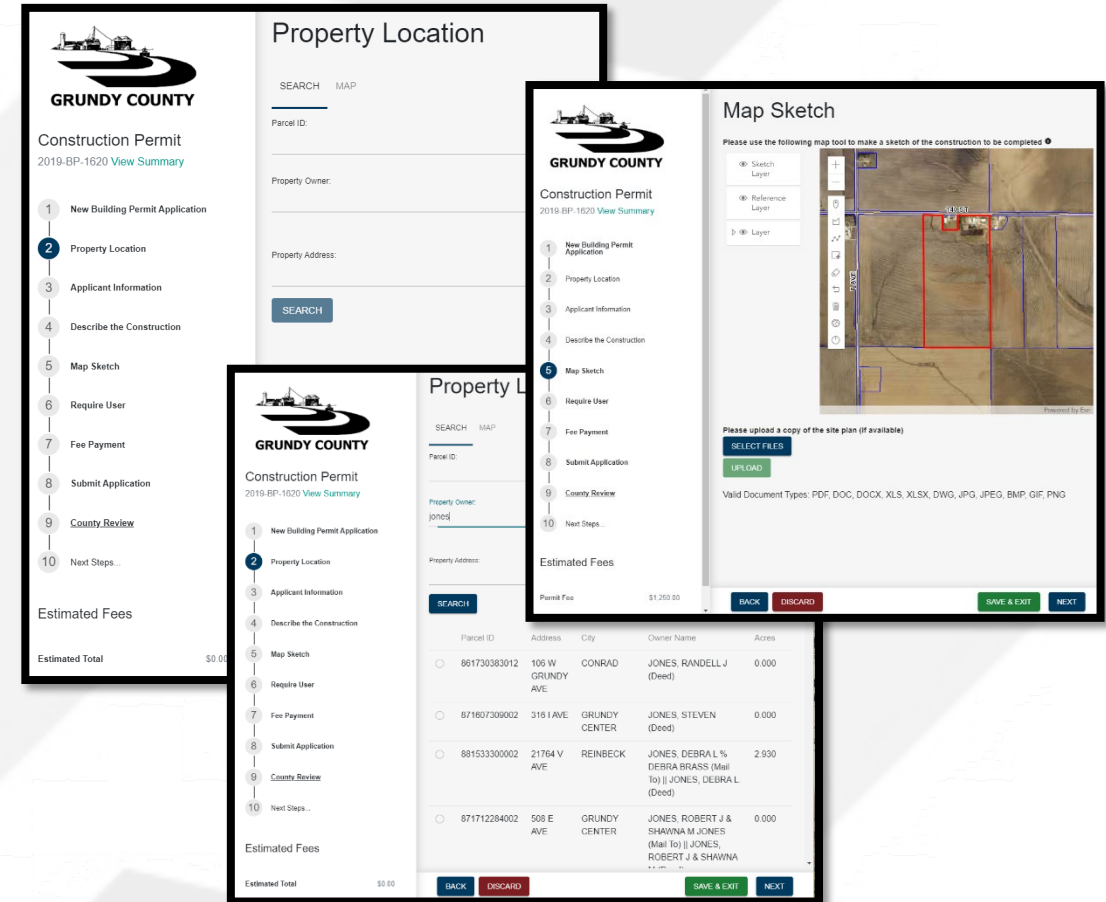
- Cost-effective solution that fits your budget.

- **Integrated with CAMA/Tax Data:**

- Seamlessly connect with existing data for streamlined workflows.

- **GIS Capabilities:**

- Powerful mapping tools for visualization and analysis.



**GRUNDY COUNTY**

Construction Permit  
2019-BP-1620 [View Summary](#)

- 1 New Building Permit Application
- 2 Property Location
- 3 Applicant Information
- 4 Describe the Construction
- 5 Map Sketch
- 6 Require User
- 7 Fee Payment
- 8 Submit Application
- 9 County Review
- 10 Next Steps...

Estimated Fees

Estimated Total \$0.00

**Property Location**

SEARCH MAP

Parcel ID:

Property Owner:

Property Address:

SEARCH

**GRUNDY COUNTY**

Construction Permit  
2019-BP-1620 [View Summary](#)

- 1 New Building Permit Application
- 2 Property Location
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- 6 Require User
- 7 Fee Payment
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- 9 County Review
- 10 Next Steps...

Estimated Fees

Permit Fee \$1,250.00

BACK DISCARD SAVE & EXIT NEXT

Please upload a copy of the site plan (if available)

SELECT FILES

UPLOAD

Valid Document Types: PDF, DOC, DOCX, XLS, XLSX, DWG, JPEG, JPE, BMP, GIF, PNG

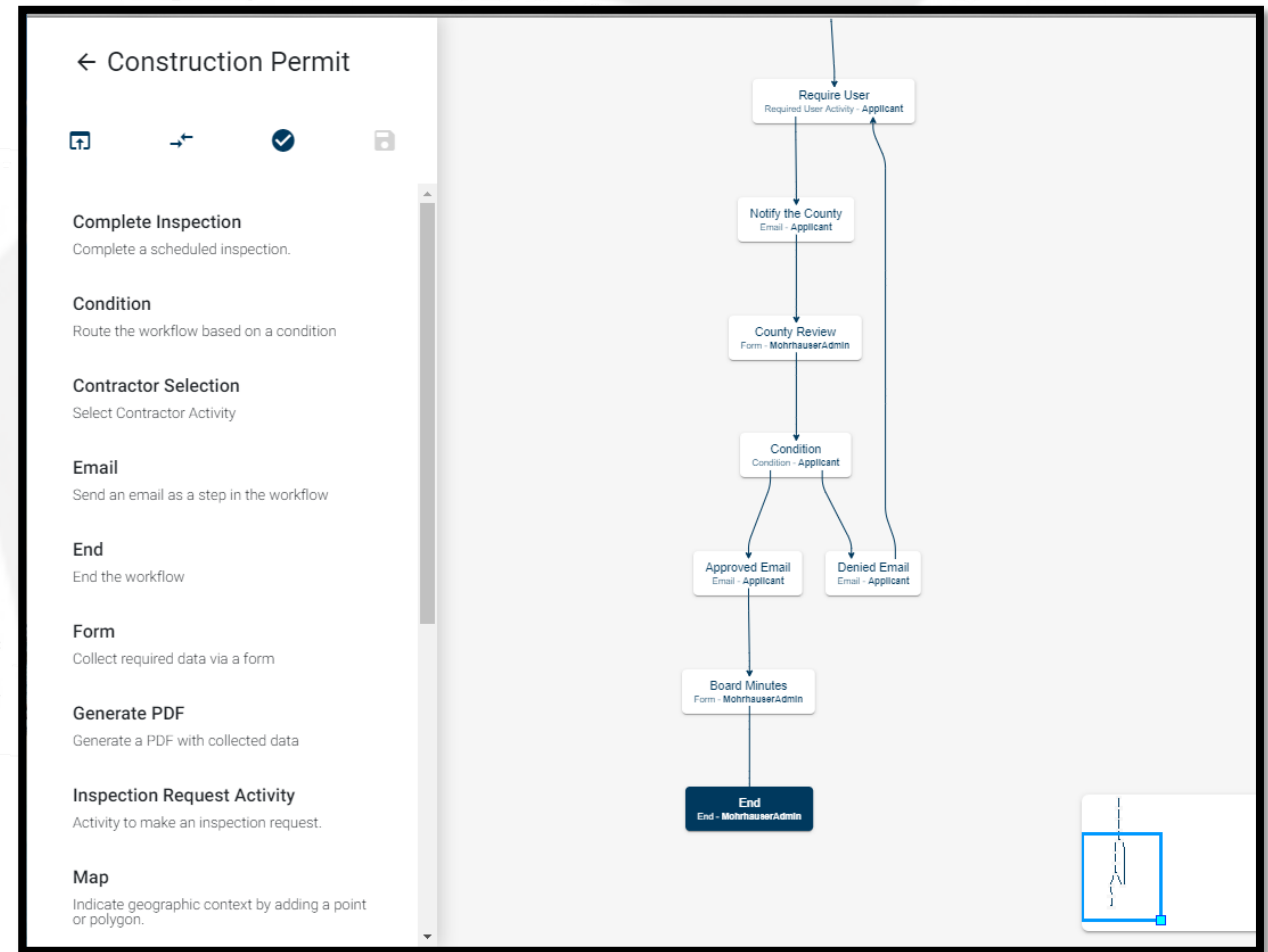
Parcel ID	Address	City	Owner Name	Acres
<input type="radio"/> 861730383012	105 W GRUNDY AVE	CONRAD	JONES, RANDELL J (Deed)	0.000
<input type="radio"/> 871607309002	316 I AVE	GRUNDY CENTER	JONES, STEVEN (Deed)	0.000
<input type="radio"/> 881533300002	21764 V AVE	REINBECK	JONES, DEBRA L % DEBRA BRASS (Mail To) J JONES, DEBRA L (Deed)	2.930
<input type="radio"/> 871712284002	508 E AVE	GRUNDY CENTER	JONES, ROBERT J & SHAWANA M JONES (Mail To) J JONES, ROBERT J & SHAWANA	0.000

Estimated Total \$0.00

BACK DISCARD SAVE & EXIT NEXT

## Ability to Design Your Own Workflows

- **Intuitive Drag-and-Drop Interface:** Easily build and customize workflows.
- **Built-in Activity Options:** Automate tasks such as:
  - Collecting information
  - Sending emails
  - Selecting contractors
  - Mapping locations
  - Scheduling inspections
  - Collecting payments
  - And many more!

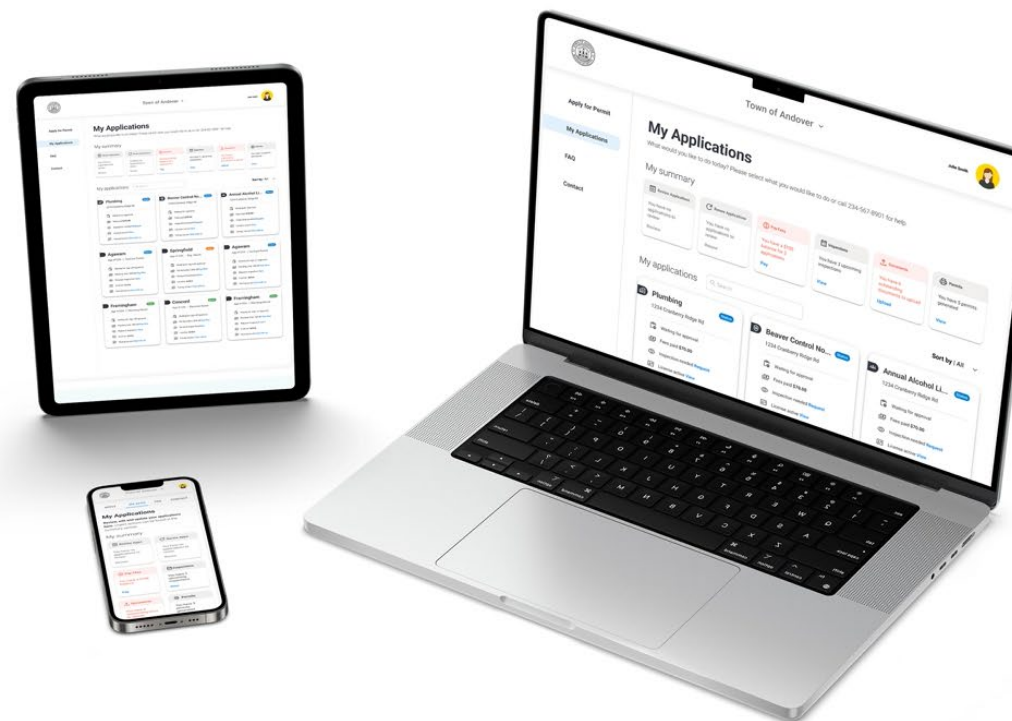


# Any Platform, Any Size Device

## Device agnostic

By building the Applicant experience in a responsive manner, users can access the application on any device. This also allows for contractors, and inspectors, in the field to use wireless devices.

We meet the user where they are.





# Samples of Current Permit Types

Birth/Death Certificate	Golf Cart Rental	Roadside Vegetation Permit
Building Permit	Health Complaints	Roof Permit
Business License	Home Occupation Permit	RV Permit
Change Mailing Address	Land Alteration Permit	Septic Permit
Citizen Questionnaire	Mechanical Permit	Sign Permit
City Pool Pass	Mobile Home Registration	Solar Permit
Conditional Use Permit	New Address Request	Subdivision Permit
Deck/Porch Construction	Nuisance Complaints	Swimming Pool Installation
Demolition Permit	Oversized Vehicle Permit	Tax Exemption Application
Driveway Cut Permit	Plat Book Sales	Tree Permit
Electric Permit	Plumbing Permit	Variance Request
Event Registration	Public Data Requests	Video Surveillance Registration
Fence Permit	Rabies Exposure Notification	Wastewater Disposal Permit
Food Service License	Radon Test Kit Purchase	Well Water Test Request
Garage Sale Permit	Right-of-Way Permit	Zoning Permit
Gas Inspection	Road Hazard Notification	Zoning Violation Complaint

# GeoPermits Implementation Roadmap

## 1. Project Launch:

- Our implementation team sets up your new GeoPermits site.
- We help you establish a merchant account for online fee collection.

## 2. Workflow Design:

- We analyze your existing permitting processes.
- We collaborate with you to design an optimized, digital workflow.

## 3. System Configuration:

- We configure the new workflow within the GeoPermits system.
- We integrate with your existing CAMA/Tax data (if applicable).

## 4. Testing & Deployment:

- Your team thoroughly tests the configured workflow.
- Once approved, the application is deployed for live use.

