

## Frequently Asked Questions

- Q.** How do I apply for a permit in the ePermits system ?
- A.** You can apply at our website [www.tamarac.org/building](http://www.tamarac.org/building).
- Q.** What happens if I don't want to participate in ePermits?
- A.** The City will convert your permit package into the electronic format for an additional fee.
- Q.** How do I upload the permit and plans into the ePermits system?
- A.** Once your profile is created by the City, we will provide you with the authority to upload the plans and documents into the ePermits project folder.
- Q.** What happens after the permit is approved?
- A.** You will receive notification from the City of Tamarac that you can download the approved plans onto your computer or, for an additional charge, the Building department can provide you with a CD. You can then have the approved plans printed at any printing business.

The City of Tamarac is the city for your business and your life, providing programs and services that meet the ongoing needs of our community, including:

- **IVR (Interactive Voice Response) system:** for scheduling inspections, inspection results and general information. To use the IVR, call (954) 597-3954.
- **Click2Gov:** this online system allows a customer to have access to permit history, plan review information, inspections, make a payment and more. For additional information, visit our website at [Tamarac.gov/building](http://Tamarac.gov/building).

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[Tamarac.gov](http://Tamarac.gov)

**TAMARAC**  
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**THE CITY FOR**  
*ePermits*



## ePermits saves time, money and trees

The ePermits system is another step in the City of Tamarac's continuing use of technology to streamline processes. ePermits is a document workflow solution that lets residents, contractors and City staff handle the construction plans submission, review and approval process online; making building permitting relatively painless. Electronic submission allows staff to review plans concurrently, cutting plan review turnaround time in half.

## How does it work?

The process itself is simple: a contractor can fill out and submit the permit application, scanned paperwork and plans for any permit via Tamarac's website and upload it into the ePermits system. The scanning technology is available in most offices; but if it isn't, an office supply store can scan the information and save it on a disk for the Building department to upload. Or, for an additional fee, the City will scan and upload the paperwork.

Residents will need to come in to the Building department personally in order to provide documentation of proof of ownership of the property. They, too, can bring the required permit paperwork on a disk for uploading or have it done by the department for an additional fee.

## What are the benefits of the ePermits system? ePermits will:

- Reduce plan review time by 50%
- Allow customers to have access 24 hours a day/7 days a week
- Provide real-time access to review comments during processing
- Reduce printing, travel and shipping costs
- Enable you to print as many copies of the approved plan as you need
- Allow for concurrent plan review by staff from the Building, Engineering, Fire, and Planning and Zoning departments

## ePermits saves money and the environment. It's estimated that a city like Tamarac that issues approximately 6,000 permits a year could save up to:

- 120,000 miles driven and 6,000 gallons of gas
- 5,815 lbs. of carbon monoxide emissions
- \$21,000 in fuel costs
- 4,800 hours of drive time
- 24 tons of paper (equal to 60 trees)

