



## Additional Services *MuniCode* Provides Directly to the Municipality

*MuniCode* Services Ltd. has been providing building official services to municipalities in Saskatchewan for over 30 years. In those 30 years our company has continued to evolve to provide a high-level service that municipalities need and expect. Early on our company worked with software developers to build a specialized and comprehensive database that allows our office to provide specific information to municipalities.

Did you know that our contracted municipalities receive the following services at no additional cost?

### Project Reporting

We provide monthly, quarterly, or annual reports for your municipality that show all permits in a specified period that were opened, closed, and “closed with deficiencies.”

### Value of Construction Reporting

Our office provides reports that show a year-to-year or month-to-month comparison of the total value of construction of all permits. This assists municipalities with determining economic growth.

### What is “Closed with Deficiencies?”

There are permits that our office has completed all the required inspections on and we are waiting on the owner of the project to indicate that all deficiencies from the final inspection report have been completed. Once our office receives that letter or email from the owner then we can close the permit.

The *MuniCode* team will also follow up with the owner on “closed with deficiencies” permits to provide a reminder that the permit is not closed.

### Building Bylaw Review

If you are in the process of making changes to your building bylaw, our office can review those changes prior to submitting them to the Ministry of Government Relations.

### Building Permit Application Template

We work with your municipality to create a thorough building permit application template to ensure that all information is provided by the owner when applying for a building permit. Additionally, we provide ongoing training with the municipality for processing building permits, inspection reports, orders, etc.



From left to right: Taylor Kosmyнка, Loris Kosmyнка, Leanne Stianson, Sawyer Hiebert

These additional services could not be provided without our experienced administrative team shown on the left.

This team thoroughly reviews and processes all incoming and outgoing information in our office to allow our building officials to focus on their duties.

Please contact Leanne Stianson, our office manager, if you would like to start utilizing these additional services.