



Town of West Tisbury
BUILDING & ZONING INSPECTOR
West Tisbury, Massachusetts 02575

May 19, 2020

Town of West Tisbury
Board of Selectmen
P.O. Box 278
West Tisbury, Ma 02575

Re: New Permitting Software

Dear Board of Selectmen,

The Building Department is excited to announce that we have gone live with our new permitting software. The Building Department has been working with the Health Agent and Administrators from the ZBA, Planning, Conservation and Assessing to review and evaluate possible vendors to provide updated software to replace our existing software from 2001. The process has taken more than a year to evaluate proposals from seven different vendors and select a service provider that met our requirements and needs. The vendor selected was Full Circle Technologies of Boston.

Online Permitting- Friday, May 15, 2020 we went live and received our first online application. Online permitting was a key feature we were looking for to make the application process more efficient for both the staff and the applicant. Applicants are able to go to the Building Department website, then create and account, apply for a permit and pay permit fees online. The applicant also has the ability to monitor the approval and inspection process by accessing their account. Online permitting can be used to apply for building, electrical, plumbing, gas and sheet metal permits.

Department Referrals- The software also gives the Building Department the ability to refer projects to other departments for approval via email notification. Departments will then be able to access the staff side of the software, review attached documents and sign off on projects, without leaving their desk.

More coming- over the next several months ZBA, Planning, Conservation and Fire will all be coming online and will have the same features mentioned above.

Finally, I want to thank Kathy Logue, who has been the driving force in both the selection and implementation process, for her work in getting us up and running.

Feel free to contact me if you have any additional software questions.

Joseph K. Tierney, Jr.
Inspector of Buildings