

## Important Things for You to Know

- BuildSA for Permitting will **go-live** on Monday, November 30
  1. Continuation of Hansen for inspections on existing permits - limited for six (6) months
  2. Continuation of Hansen for existing applications in Plan Review – future permits will be issued in BuildSA – Plan Review applications also limited for six (6) months.
- **Registration for Portal Accounts** will be available November 30. BuildSA Portal accounts allow on-line permit applications, payment of fees, downloading electronically approved plans, scheduling of inspections and provide e-mail contacts for receiving your Certificate of Occupancy or Letter of Completion.
- **Contractor Registrations** will be converted from Hansen and available with creation of BuildSA accounts after November 30. You will not lose your registrations or City issued licenses; however, your Contractor ID/Contact number will change.
- **Combination Permits** (New Residential Homes and Commercial) building permits are Combination Permits that include MEP fees and inspections on the building permits, no separate MEP permits. Combination Building Permits will require adding of the MEP contractor information onto the permit and paying the MEP fees to schedule MEP inspections.
- **Fees** are updated for MEP work related to combination permits – Please see: [Fee Structure for Commercial Permits](#).
- **Standalone MEP permits** are still available for work unrelated to Combination Building Permits and over-the-counter residential permits. Electrical (including solar), Mechanical, and Plumbing.
- **Training Guides and Videos** – The City is preparing new Training Guides and Training Videos for permits and links will be sent when ready. Some Guides and Training are available if interested at [BuildSA Training](#), (Please be aware that currently some training is focused on Land Development and will change for permitting).
- **Customer Training** – The City is preparing training sessions (Web-Ex) and more information will be provided to you when scheduled. Topics will be available and weekly trainings will be scheduled via WebEx during the month of November and December.