



**City of Southaven**  
**Department of Building Safety**  
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**Southaven Mississippi 38671**



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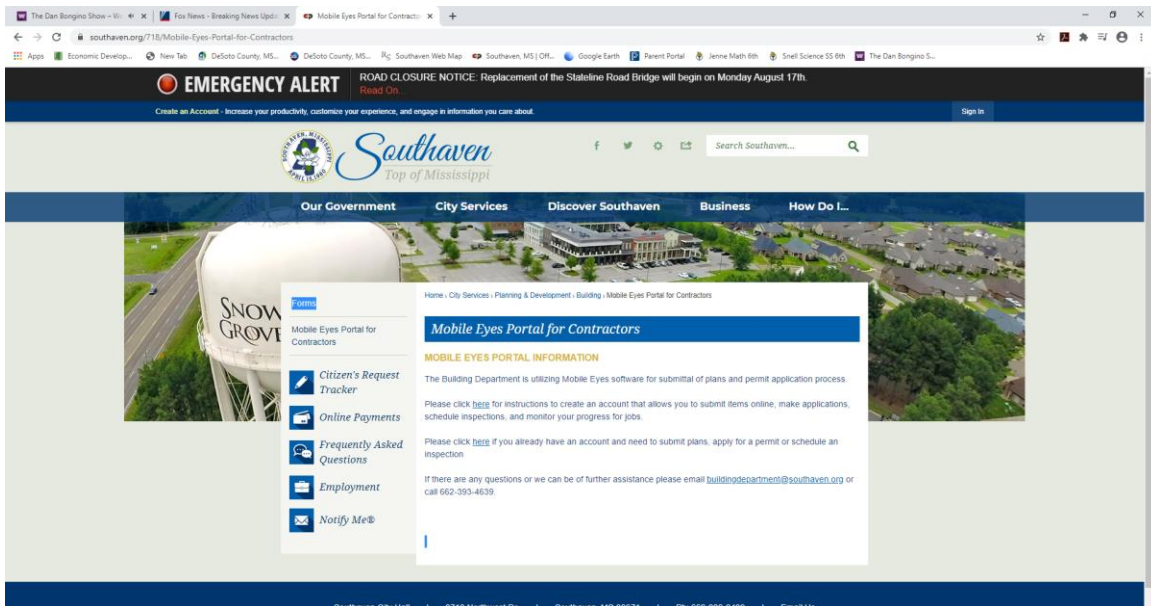
**The Building Department is going paperless effective January 1, 2021.**

In an effort to make our operations more efficient we will be doing as much of our business as possible electronically. There are several reasons why this has become necessary.

The submission process can be done much easier and faster if plans are not printed out and have to be mailed or delivered in person. This allows us to get all of the information, plans, applications and other pertinent documents together or independently but the ability to be all in one place and very accessible for the building approval, construction, and future renovation processes. It will save all parties money, time, and effort.

It will eliminate issues related to driving to the office especially with the changes in our world today. In most cases electronic submittals for permits can be expedited as compared to mailing them in or bringing them in person. It allows all parties to monitor the progress of submittals. It should reduce the amount of time spent on the phone in an effort to get things submitted and checking on status.

We will do all we can to make the transition as efficient as possible and help with setup of portals in our software. Please visit [www.southaven.org](http://www.southaven.org) and search Mobile Eyes Portal Information for details about setting up your account and accessing your permit details.



Respectfully,

James S. Gentry  
Chief Building Official