

## How to submit a Bylaw or Building concern through Cloudpermit

How do I submit a Bylaw or Building concern through Cloudpermit?

Creating and submitting concerns/complaints through Cloudpermit is quick and easy. To do so, you'll need to follow the steps outlined below. Once submitted, it will be reviewed.

**Step 1:** Start creating a complaint/concern by selecting the 'Create complaint/concern' button.

**Step 2:** Search for a property.

**Step 3:** 'Create complaint/concern'

**Step 4:** Submit for review.

**Step 1: Login** to Cloudpermit: <https://ca.cloudpermit.com/map/CA-3518020/scugog>

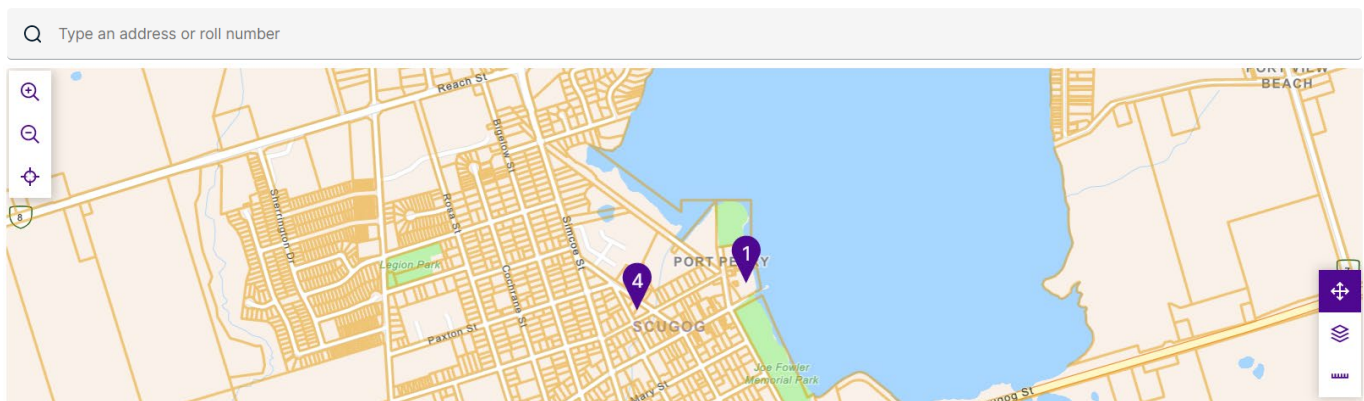
By-law enforcement

OPEN COMPLAINTS

2

CREATE NEW CASE →

**Step 2:** How to use the map. Search for a property by typing an address, or by moving and zooming the map. Click on the property to place a pin for the location of the complaint.



**Step 3:** Select 'Create complaint' from the panel on the right side of the map. Fill in the required information. You can describe the exact location of the concern/complaint if it is for example outside of the property borders or you want to help the by-law enforcement officer to find the location more easily.

ANIMAL

ANTI-IDLING

BUILDING PERMIT COMPLIANCE

CANNABIS

COVID

DRAINAGE

ENCROACHMENT

FIREARMS

MISC./OTHER

MUD TRACKING AND/OR DUST MIGRATION

NOISE AND/OR NUISANCE

PARKING/TRAFFIC

PROPERTY STANDARDS

REFUSE

SIGNS

SITE ALTERATION

SNOW AND ICE REMOVAL

SWIMMING POOL COMPLIANCE

YARD WASTE

ZONING

Description \*

Description of the location

E.g. On the street, In the back yard, ...

Complainant name \*

Complainant street address \*

Complainant phone \*

Complainant email \*

Received via

Email  Municipal website  Walk in

Response requested

No

**CANCEL** **SUBMIT**

**Step 4:** Verify and **'Submit'** your concern/complaint for review. Or Cancel to go back.



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Success - You have submitted your concern.

***Need Help? Visit <https://support-ca.cloudpermit.com/en/support/home> for answers to commonly asked questions.***