



City of Santa Barbara
Building & Safety Division
Accela Citizen Access (ACA)
User Link Request

Community Development
630 Garden Street
Phone: (805) 564-5485
Fax: (805) 564-5476

Use this form to have City staff link an existing application, plan check, or permit to your ACA User account so that you can access it on-line via ACA.

Please provide the following information:

- Your Name - as it appears on the existing BLD, FIR, PLN or PBW record(s):

- Your ACA User Account Name: _____

- BLD, FIR, PLN or PBW numbers that you wish to have access to via ACA:

- (example: BLD2018-00318) _____

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Please email this completed form as a PDF attachment to CDBuildingCode@SantaBarbaraCA.gov

Responding Staff Initials: _____