



Santa Barbara County Fire Department Inspection Request Procedures

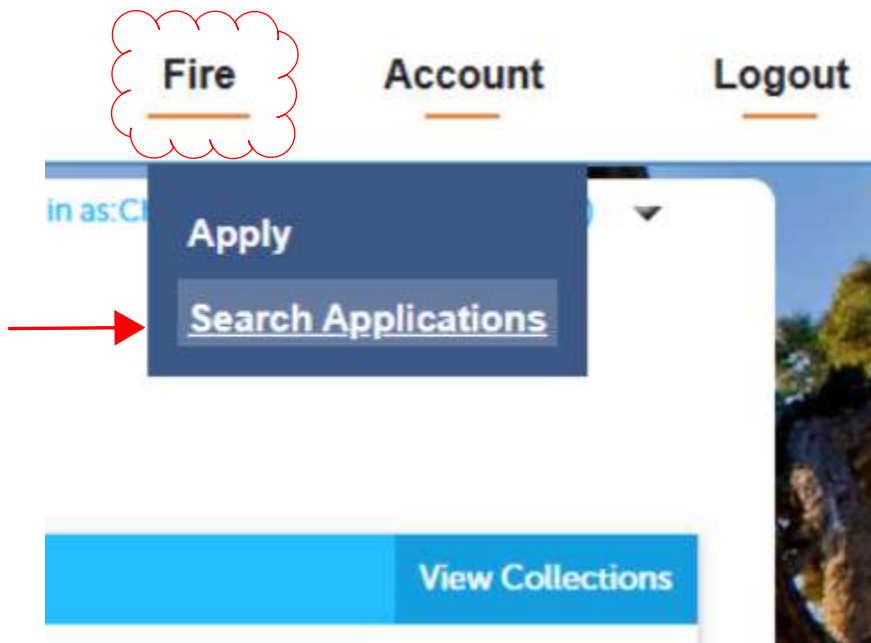
Santa Barbara County Fire Department (SBCFD) is using the Accela portal for scheduling site inspections for projects being reviewed by County Fire Planning & Engineering Section. The link to the Accela portal can be accessed with the following link.

<https://aca-prod.accela.com/SBCO/Login.aspx>

The person making the inspection request must have an Accela Portal account.

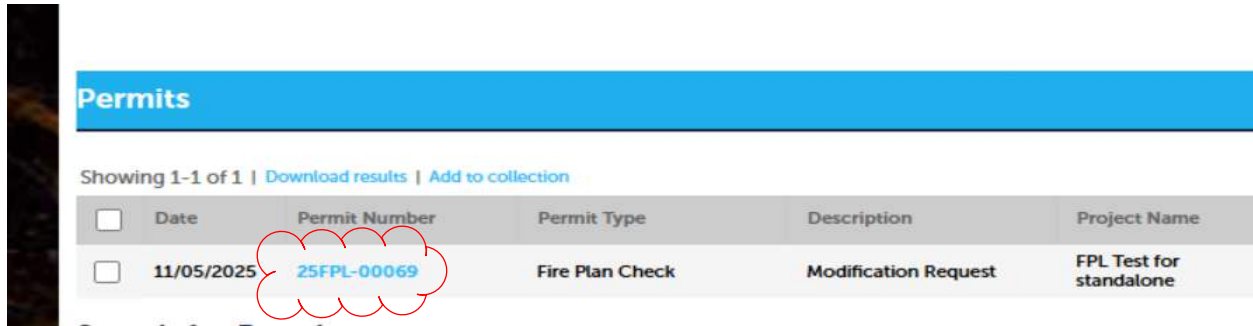
Scheduling an Inspection

To schedule an inspection, you will need to have a current SBCFD project that is active. This means you will need the FPC or FPL number. You can search for your project by selecting **Fire** in the upper right and then selecting **Search Applications**.



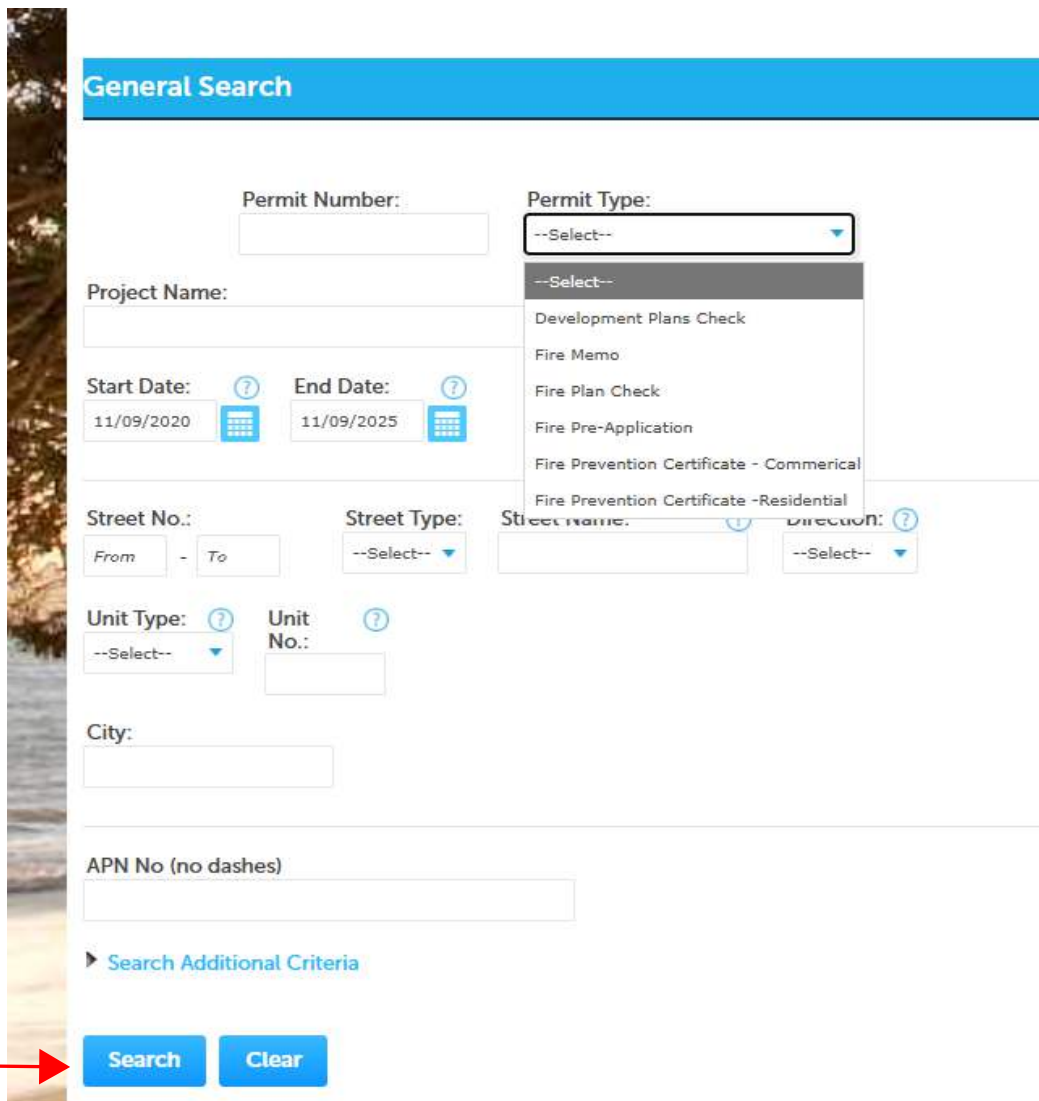
This will take you to the active Permits and General Search Page of the portal.

If you see the project you want to schedule the inspection for, you can click on the **Permit Number** and it will take you to the project page.



<input type="checkbox"/>	Date	Permit Number	Permit Type	Description	Project Name
<input type="checkbox"/>	11/05/2025	25FPL-00069	Fire Plan Check	Modification Request	FPL Test for standalone

If you do not see the project, you are looking for, at the bottom of the page, you can conduct a general search for your project.



General Search

Permit Number:

Permit Type:

Project Name:

Start Date:

Street No.: - Street Type:

Unit Type: Unit No.:

City:

APN No (no dashes)

[Search Additional Criteria](#)

Fill in the project information and click **Search**, or you can select the permit type and search all open project until you find your project.

Once you find your project and click on the permit number, it will take you to the Permit page for your project.

Permit 25FPC-00260:

Fire Prevention Certificate - Commerical

Record Status: Issued

Record Info Payments Conditions 3 Custom Component

A notice was added to this record on 10/29/2025.
Condition: Temporary Addressing Severity: Notice
Total Conditions: 3 (Notice: 3) [View Co](#)

Work Location

1600 TIFFANY PARK CT
ORCUTT CA 93455 *

Permit Details

Applicant: Individual
Project Description: FPC Inspection testing

To schedule an inspection, click on **Record Info** and select **Inspections**.

Permit 25FPC-00260:

Fire Prevention Certificate

Record Status: Issued

Record Info Payments

Permit Details
Processing Status
Related Permits
Attachments
Inspections

1600 TIFFANY PARK CT
ORCUTT CA 93455 *

That will open the Inspections page.



Select **Request an Inspection** to start the process. You will need to select the type of inspection you are requesting. You can only chose one type of inspection per request.

Request an Inspection

Inspection type: Fire Sprinkler Final

To continue, select an appointment date and time range by the calendar below:

Nov 2025							Dec 2025						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

[« Prev](#)

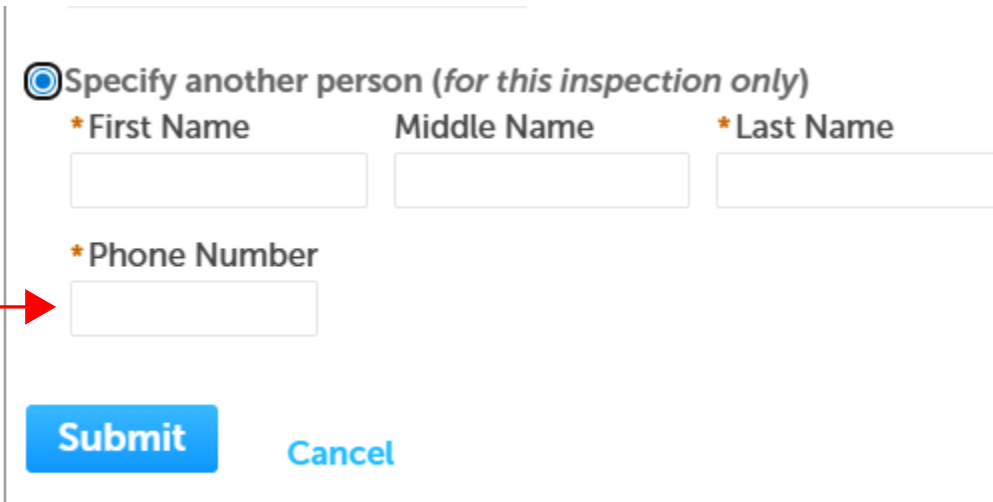
All Day (08:00 AM - 05:00 PM)



[Back](#) [Cancel](#)

Pick the day you would prefer the inspection to occur. The time range will be the entire day. This is only a preferred request date. **The Fire Inspector will contact you to schedule the actual date and time of the inspection.**

The main contact for the permit will be the contact that appears on the inspection request. If the person arranging the inspection is different than the main contact, then you will want to change the contact for this inspection.



Specify another person (for this inspection only)

* **First Name** **Middle Name** * **Last Name**

* **Phone Number**

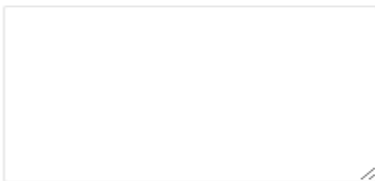
Submit **Cancel**

A red arrow points to the Phone Number input field.

Ensure you include the contact phone number for the inspector to call and make the final arrangements for the inspection. Feel free to include any additional notes if there are any special instructions you want the Fire Inspector to know.

Include Additional Notes

Optional Comments or Instructions for your Inspector:



spell check

(Please include an alternate phone number if different from the contact information provided in your application.)



Finish **Back** **Cancel**

The Finish button is highlighted with a red scalloped border.

Select **Finish** to send your request to the Fire Inspector. They will make contact with the contact person provided in the request to finalize the date and time of the requested inspection.

If you have any questions or concerns, submit an email request to pe.inquiries@countyofsb.org