

## ATTACHMENT C: CEQA NOTICE OF EXEMPTION

**TO:** Santa Barbara County Clerk of the Board of Supervisors

**FROM:** Elise Dale, Assistant Director  
Planning and Development Department

The project or activity identified below is determined to be exempt from further environmental review requirements of the California Environmental Quality Act (CEQA) of 1970 as defined in the State and County of Santa Barbara (County) guidelines for the implementation of CEQA.

**APN(s):** Not applicable.

**Case Nos.:** N/A

**Location:** Countywide

**Project Title:** Accela Licensing for ePermitHub Software and Implementation Services Agreement

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### Project Description:

- Amend the existing Master Subscription Agreement (Board Contract BC19-110) to add licensing for ePermitHub software (an add-on to the County's existing Accela Permit Tracking Software, implemented in 2022).
- Execute a Professional Services Agreement with Accela for configuration, development, end-user training, and public training materials/documentation.
- Amendment provides a 16-month coverage period starting March 2026, with licensing costs through fiscal year 2026-27.

### Exempt Status:

- Ministerial
- Statutory
- Categorical Exemption
- Emergency Project
- No Possibility of Significant Effect

**Cite specific CEQA Guideline Section:** Sections 15378(b)(2) and 15378(b)(5)

**Reasons to support exemption findings:** The recommended actions are not a "project" as defined under the California Environmental Quality Act pursuant to CEQA Guideline Section 15378(b)(2) and (b)(5).

Section 15378(b)(2): The actions constitute continuing administrative or maintenance activities, including procurement of software subscriptions, licensing amendments, and related professional services for configuration and training to support existing departmental permitting processes.

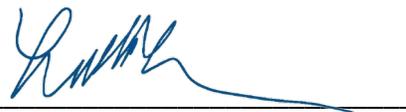
Section 15378(b)(5): This action does not constitute a project.

(5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**Lead Agency Contact Person:** Linda Liu, IT Business Systems Manager

**Phone #:** 805-568-2035

**Department/Division Representative:** \_\_\_\_\_



**Date:** 02/10/2026

**Acceptance Date:** \_\_\_\_\_

**Distribution:** Hearing Support Staff

**Date Filed by County Clerk:** \_\_\_\_\_