



Create an Application

Supported Browsers: Internet Explorer 11, Microsoft Edge 38, Firefox 47, Safari 10, Google Chrome 55, Opera 29

Open your web browser and navigate to: <https://aca.accela.com/Timnath/default.aspx>

Login by selecting the link in the upper right corner or enter your credentials in the center of the page.

Accessibility Support [Register for an Account](#) [Login](#)

1

Search...

Home Planning Complaints

Advanced Search

User Name or E-mail:

Password:

Login »

Remember me on this computer [I've forgotten my password](#) [New Users: Register for an Account](#)

2 Click on the Planning Tab select Create an Application

Home **Planning** Complaints

Dashboard My Records My Account Advanced Search

Select Create an Application

Home **Planning** Complaints

Create an Application Search Cases

Read the Disclaimer, Check the Box, Select Continue Application

Home **Planning** Complaints

Create an Application Search Cases

Online Planning Application Submittal

Welcome to the Online Planning Application System. Using this system you can submit your application today.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer before proceeding.

General Disclaimer

While the Agency attempts to keep its Web information accurate and timely, the Agency neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the Agency as a result of updates and corrections.

I have read and accepted the above terms.

Continue Application »

3 Select a Record Type by clicking the button next to the application you wish to create, Select Continue Application

Home **Planning** Complaints


Create an Application Search Cases

Select a Record Type **3**

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

Search

<input type="radio"/> Administrative Plat	<input type="radio"/> Home Occupation Permit	<input type="radio"/> Variance
<input type="radio"/> Administrative Waiver	<input type="radio"/> Modification to Prior Approval	<input type="radio"/> Wireless Telecom Facility
<input type="radio"/> Annexation	<input type="radio"/> Planned Development Overlay	<input type="radio"/> Zoning Map Amendment
<input type="radio"/> Appeal	<input type="radio"/> Pre-Application Meeting	
<input type="radio"/> Change of Use	<input type="radio"/> Preliminary Plat	
<input type="radio"/> Concept Review	<input type="radio"/> Sign Permit	
<input type="radio"/> Conditional Use	<input type="radio"/> Sketch Plan	
<input type="radio"/> Development Site Plan	<input type="radio"/> Subdivision - Minor	
<input checked="" type="radio"/> Final Plat	<input type="radio"/> Time Extension	

Continue Application » 

Step 1 Location & People>Location Information – You can enter an address or parcel number and search the address and parcel information for the Town of Timnath.

For an address enter the street number and/or street name press search


Address

*Street No.: Direction:

*Street Name: Street Type:

Unit Type: Unit No.:

City: State: *Zip:

Search **Clear** 

You may be asked to choose between address options

Address Search Result List

Addresses

Showing 1-2 of 2

	Address	City	State	Zip
<input type="radio"/>	4800 GOODMAN ST, TIMNATH 805470000	TIMNATH		805470000
<input type="radio"/>	4800 SIGNAL TREE DR, TIMNATH 805470000	TIMNATH		805470000

For a parcel enter the parcel number and search

Parcel

* Parcel Number:

The address parcel and owner information are completed automatically – you can Continue your Application or Save and resume later

Address

* Street No.: 4800 Direction: --Select-- * Street Name: SIGNAL TREE Street Type: Dr

Unit Type: --Select-- Unit No.:

City: TIMNATH State: * Zip: 805470000

Owner

Owner Name:

Address Line 1:

Address Line 2:

City: State: Zip:

Country: --Select--

Parcel

* Parcel Number:

Step 1 Location & People>Contact Information
Since you created an account Choose Select from Account

Applicant

Enter contact information, the Applicant information is required. If you are submitting this application, use 'Select from Account' option to copy your contact information from your registration. Note that you can update your contact information (phone number, address) using the Account Management link at the top of the page.

Select from Account **Add New**

Save and resume later **Continue Application »**

On the pop up choose Associated Contact and Continue

Select Contact from Acco

Select a contact to attach to this application.
If the contact has multiple addresses, you can select

Showing 1-2 of 2

Category	Type
<input checked="" type="radio"/> Associated Contact	Individual
<input type="radio"/> Associated Owner	

Continue **Discard Changes**

Your contact will be added ✔ Contact added successfully. then Click Continue Application

Step 2 Application Detail >Description
Complete the fields for the application (Tip * indicates required field)

Application Information

GENERAL INFORMATION

* Existing Use: --Select--

* Proposed Use: --Select--

* Type of Development: --Select--
Residential
Commercial

Add supporting documents as attachments 1) Select add on the Attachment section 2) Select add on the File Upload pop up after you have added the document(s) 3) Select Continue

The image shows a composite screenshot of the application process. On the left, the 'Attachment' section is visible with an 'Add' button highlighted with a red circle and the number 1. In the center, a 'File Upload' pop-up window is open, showing a progress bar for 'drawing.docx' at 100%. Below the progress bar, there are three buttons: 'Continue' (3), 'Add' (2), and 'Remove All'. On the right, the 'Continue Application' button is visible.

There are several types of documents – review the list and choose the appropriate type

*Type:

- Select--
- Annexation Petition
- Application
- Comment Response
- Concept Plan
- Construction Drawings
- Drainage Report
- Elevations
- Fee Agreement
- Geotech Report
- Landscape Plan
- Narrative
- Plat
- Site Plan
- Street Light Plan
- Title Commitment Surrounding Property Report
- Traffic Report

Select the Type from the drop down list and Save

*Type:
Construction Drawings

File:
drawing.docx
100%

Save Add Remove All

Step 3 Review – Review the data – make updates by pressing edit then Continue Application

Home **Planning** Complaints

Create an Application Search Cases

Final Plat

1 Location & People 2 Application Detail 3 Review 4 Pay Fees 5 Record Issuance

Step 3: Review

Save and resume later Continue Application »

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on. You must check the box to agree to the certification at the bottom of the page before you can continue.

Record Type

Final Plat

Address Edit

4800 SIGNAL TREE Dr
TIMNATH 805470000

Owner Edit

You will receive the following screen when your application has been successfully submitted. Your Record/Application number is listed.


Home **Planning** Complaints

Create an Application Search Cases

Final Plat

1 Location & People 2 Application Detail

Step 5: Record Issuance

 Your application has been successfully submitted.

Thank you for using our online services.
Your Record Number is FP-2018-0001.

Once your application is accepted by staff you will receive an email with the amount of fees owed and information on how to pay the fees.