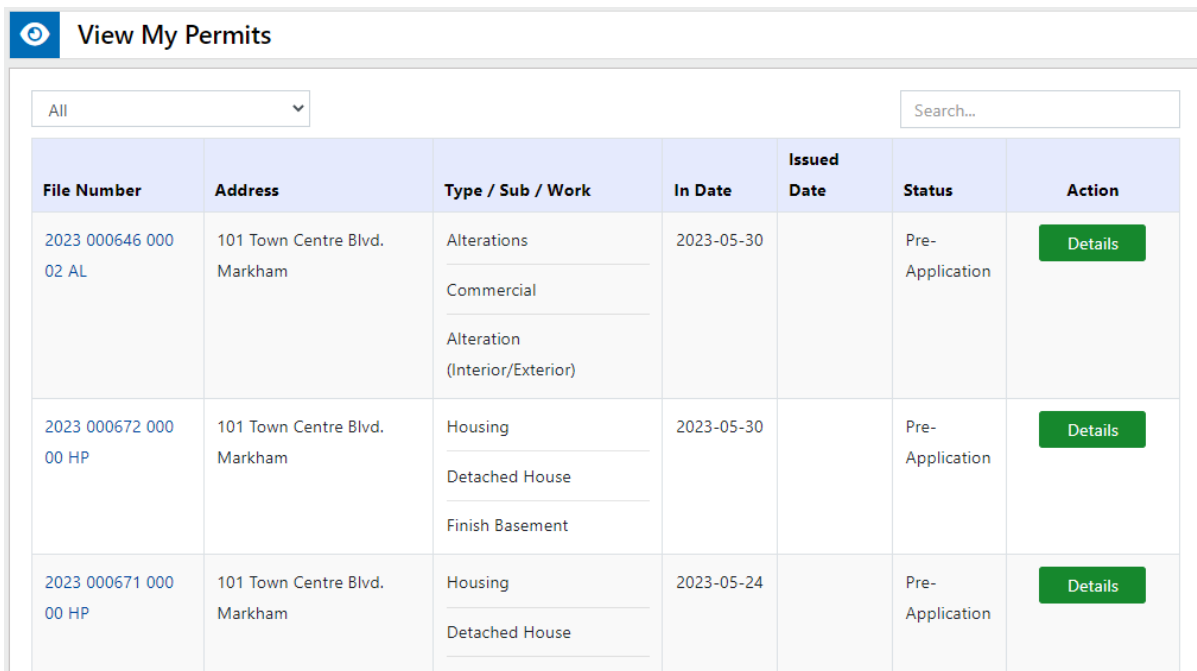


This is a high level guide on how to check the status of a permit application using the ePLAN Portal. Detailed instructions on using the ePLAN Portal and Digital Review Software can be found in our [ePLAN Steps to Success](#) online guide.

FILE STATUS

1. Go to www.markham.ca/eplanlogin
2. Login to your ePLAN account then select the View My Building Permit(s)/Preliminary Review(s) button at the top of the home page.
3. You will see a list of the permits and applications your account can access.



File Number	Address	Type / Sub / Work	In Date	Issued Date	Status	Action
2023 000646 000 02 AL	101 Town Centre Blvd. Markham	Alterations Commercial Alteration (Interior/Exterior)	2023-05-30		Pre-Application	Details
2023 000672 000 00 HP	101 Town Centre Blvd. Markham	Housing Detached House Finish Basement	2023-05-30		Pre-Application	Details
2023 000671 000 00 HP	101 Town Centre Blvd. Markham	Housing Detached House	2023-05-24		Pre-Application	Details

4. The Status column indicates the status of each file.

File Status	Description
Pre Application	A request for a permit application is made
Application	File is accepted as a permit application
Reviewed	Plans review (zoning and Building Code) is complete. Final administrative reviews and / or Applicable Laws Approvals must be resolved
Issued	Permit is issued

PLANS REVIEW STATUS

When the file status is *Application* you can review the status of each of the plans review processes.

1. Go to www.markham.ca/eplanlogin
2. Login to your ePLAN account then select the View My Building Permit(s)/Preliminary Review(s) button at the top of the home page.

- You will see a list of the permits and applications your account can access.
- Click the **Details** button next to the application / permit you want to check the plans review status of.
- Scroll down the page to find the *Process List* section.

Process List			
Process Name	Process Status	Ended On	Assign User Email
Application Verification Residential	Closed	2022-11-28	nwynter@markham.ca
Architectural Review (Housing)	Determined		nondiaka@markham.ca
Development Charges Circulation	Open		sneville@markham.ca

- You will see the name of each of the active application / permit processes, each process status and the email address of the plans examiner / administrator assigned to them.

Process Status	Description
Open	Process is waiting for the first review to be completed
Review in Progress	Plans examiner has commenced review
Determined	Review is completed and there are outstanding items to resolve
Queued	Resubmission received and waiting for review
Closed	Process is approved

- To return to the main page click the **Back List** button at the top of the permit details page.