

**MANUAL FOR
ACCELA CITIZEN ACCESS (ACA)**

**PUBLIC USER SEARCH FOR
REMONUMENTATION DATA**

EXCLUSIVELY FOR:

OFFICE OF LAND SURVEY & REMONUMENTATION

BUREAU OF CONSTRUCTION CODES

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

The following is a method to search for data relating to the Michigan Remonumentation program.

1. From a browser, go to <https://aca3.accela.com/lara>. This screen should appear. Take note of the Internet Browser Requirements!
2. Click on OLSR if it is not already selected.

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

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Advanced Search ▾

Welcome to the new Citizen Portal

We are pleased to offer our citizens, businesses, and visitors access to government services online, 24 hours a day, 7 days a week.

In partnership with Accela, Inc., we are fulfilling our promise to deliver powerful e-government services and provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive. To use ALL the services we provide you must register and create a user account. You can view information, get questions answered and have limited services as an anonymous user. We trust this will provide you with a new, higher level of service that makes living and working in our community a more enjoyable experience.

Internet Browser Requirements:

1. Minimum Browser Version
 - Internet Explorer 11 or newer
 - Firefox 49 or newer
 - Chrome 53 or newer
2. Other Requirements
 - JavaScript enabled
 - Popups allowed for this site
3. Known Incompatibilities
 - Does not work on iPod, iPad, Android, Blackberry, or any other mobile device

Login

User Name or E-mail:

Password:

Login »

Remember me on this computer

[I've forgotten my password](#)
[Register for an Account](#)

3. Under Search by Record Information, change Record Type to LCRC Information. Ignore the start and end dates and click on Search Additional Criteria. The screen will open another area.
 - a. If a specific corner is being searched, the Record Number field can also be used. If the corner J02 for T04N R05W is being sought, type "04n05wj02*" in the Record Number field. This will pull up only that corner and any subsequent revisits. Go to step 7 for retrieval of information.

Register for an Account Reports (2) Login

Welcome to the
Office of Land Surveys & Remonumentation (OLSR)
Bureau of Construction Codes
Department of Licensing & Regulatory Affairs

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Search Applications

Search for Records
Enter information below to search for records using Record Information.
To Search:
- Select the Record type from the drop-down list.
- Click arrow next to Search Additional Criteria.
- Fill Criteria (The more data fields populated, the more refined the results)
- Click Record Number, to see record details and attachments.

General Search

General Search

Record Type: Record Number: Project Name:

Start Date: End Date:

Search Additional Criteria

4. Enter the criteria for the search. Notice the "Other Code" is missing. This has been included with the Corner Code. If one is looking for Other Code 010, then put that value into the Corner Code input.

Start Date:  End Date: 
10/05/2016  10/05/2018 

▼ Do not include Additional Criteria

CORNER DATA

County Name:

Town:

Range:

Corner Code:

Corner Type:

PC Reserve No:



5. Select 'Search.' Any time the 'Clear' button is selected, it will take you back to step 3.

6. A list will appear at the bottom of the screen. LCRCs that have been accepted by OLSR will have the 17-character record designation and a status of "Approved." Below is the list of corners in 20 North, 11 West. The record number is 17 characters long listing the Town, Range, Corner Code and recording date. Select the Record Number to view the image and table information.
 - a. Record numbers that begin with "REMON" have been submitted but not accepted by OLSR yet. Any record number showing "TMP" in it are being entered by the county and may not be complete for public viewing.
 - b. To sort, click on "Record Number" in the header. If it sorts it in reverse order, then click it again.

66 Record results matching your search results

Click any of the results below to view more details.

Showing 1-10 of 66 | [Download results](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Status	Action
<input type="checkbox"/>	10/30/2018	20N11WA0320111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WA0220111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WA0120111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WA0720111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WA0620111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WA0420111229	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WD0920050711	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WD0720050711	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WC1319941007	OLSR/REMON/LCRC/NA	Approved	
<input type="checkbox"/>	10/30/2018	20N11WC0519961216	OLSR/REMON/LCRC/NA	Approved	

7. The record detail for this record can be retrieved by clicking on More Details.

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Record 20N11WM132000505: Like 0 Tweet
LCRC Information
Record Status: Approved

Record Info ▾

Record Details

▶ **More Details** 

8. The following information can also be retrieved from the table by expanding the “More Details” option below the Record Info tab. No geodetic information will be seen if none are defined in the table.

Record 20N11WM1320000505:

LCRC Information

Record Status: Approved

Like 0

Tweet

Record Info ▾

Record Details

▾ More Details

- Related Contacts**

Submitter information

Individual
 Matthew Zarb
 123 Nunyabusiness
 nowheresville, MI, 48444
 Primary Phone: [517-241-0133](tel:517-241-0133)
 Primary Phone Verification: [517-241-0133](tel:517-241-0133)
- Application Information**

CORNER DATA	
County Name:	LAKE
Town:	20N
Range:	11W
Corner Code:	M13
Corner Type:	PLS Corner

FILING INFO.	
Grant Year:	2000
Peer Approved Date:	04/11/2000
Recorded Date:	05/05/2000
Liber:	004
First Page:	0237
PS Id.:	4001024624

GEODETTIC INFORMATION	
Observe Date:	01/21/2000

9. To view an image, go to the Record Info pulldown and choose Attachments.
10. To download the image, click on the filename.

Record 20N11WM1320000505:
LCRC Information
Record Status: Approved

Like 0
Tweet

Record Info ▾

Attachments

The maximum file size allowed is 100 MB.
 html;htm;mht;mhtml;exe are disallowed file types to upload.

View People Attachments

Name	Record ID	Record Type	Entity Type	Type	Size	Latest Update	Action	Entity
20n11wm13200005051.tif	20N11WM1320000505	LCRC Information	Record	Authorized Land Corner Recordation Certificate Image	61.03 KB	09/20/2018	Actions ▾	LCRC Inform: 20N11WM132

- a. To open the file for viewing, choose open. To save it to your hard drive without viewing, choose Save or the up arrow in the save box to select Save As.

What do you want to do with 01n05wa04201509081.TIF?
 From: acasupp3.accela.com

Open
Save
^
Cancel
×

- b. The image will open in a viewer defined by your computer system. If the image is the one needed, it can be saved to the computer hard drive using the viewer.

11. To return to the search screen, click the OLSR tab.