

Viewing the Processing Status in ACA

1. Log in



LARA
Department of Licensing and Regulatory Affairs

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

The license information listed on the LARA website <https://aca3.accela.com/lara> may be recognized as a license and all the authority granted with that specific license. Enforcing agencies should rely on this information to issue permits.

First Last or License #

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [Complaints](#)

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.

Login

User Name or E-mail:

Password:

Remember me on this computer

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

2. Select Plan Review

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [Complaints](#)

[Dashboard](#) [My Records](#) [My Account](#) [Advanced Search](#) ▼

Hello, Eric's School

Saved in Cart (1)		View Cart
Fire Safety Plan Review PR2017BFS-000215 04/19/2017	\$350.00	
Cart Total		\$350.00

My Collection (0)		View Collections
You do not have any collections right now.		

3. Select the record that you would like to view the Processing Status.

[Home](#) [BCC Licenses](#) [BCC Permits](#) [Plan Review](#) [Fire Services](#) [Complaints](#)

[Create an Application](#) [Search Applications](#)

Records

Showing 1-6 of 6 | [Download results](#) | [Add to collection](#) | [Add to cart](#)

<input type="checkbox"/>	Date	Project Name	Address	Record Number	Record Type	Status	Action	Short Notes
<input type="checkbox"/>	07/26/2017	TEST BY EMH	23423 hut ST, Lansing MI 48909 United States	17TMP-032701	Plan Review		Resume Application	
<input type="checkbox"/>	04/19/2017	TEST FOR FEES	3101 TECHNOLOGY BLVD, Lansing MI 48910 United States	PR2017BFS-000215	Fire Safety Plan Review	Document Added	Pay Fees Due	
<input type="checkbox"/>	04/19/2017	TEST FOR FEES	3101 TECHNOLOGY BLVD, Lansing MI 48910 United States	PR2017PR-000598	Plan Review			
<input type="checkbox"/>	12/27/2016	TEST FOR PLAN REVIEW LETTERS	15444 Test Street ST, Lansing MI 48890 United States	PR2016BFS-000306	Fire Safety Plan Review	Awaiting Client Reply	Pay Fees Due	
<input type="checkbox"/>	12/27/2016	TEST FOR PLAN REVIEW LETTERS	15444 Test Street ST, Lansing MI 48890 United States	PR2016PR-000608	Plan Review			
<input type="checkbox"/>	12/07/2016	Test for Rochester High School	180 S LIVERNOIS RD, Rochester Hills MI 48307	PR2016BFS-000287	Fire Safety Plan Review	Closed	Pay Fees Due	

4. Select the Record Info dropdown (1), then click Processing Status (2).

Home BCC Licenses BCC Permits **Plan Review** Fire Services Complaints

Create an Application Search Applications

Record PR2017BFS-000215:
Fire Safety Plan Review
Record Status: Document Added

[Add to cart](#)
[Add to collection](#)
[Like 0](#) [Tweet](#)

Record Info ▼	Payments ▼	Custom Component
---------------	------------	------------------

Record Details
Processing Status
Related Records
Documents

Lansing, MI, 48890
Primary Phone:111-111-1111
Secondary Phone:222-222-2222
hamiltone2@michigan.gov


Mailing
45445 Test Street
Lansing, MI, 48890
United States

Project Description:
TEST FOR FEES
Test for fees by EMH

▶ **More Details**

[Print Plan Review Summary/Invoice](#)

Licensed Professional:
Eric M Hamilton hamiltone2@michigan.gov
Eric's Certified Firm
3101 Technology Blvd
Lansing, MI, 48901
Primary Phone:517-241-8333
BFS Certified Firm s-0000
Organization



5. Select the dropdown that you wish to view the status on. 6

[Create an Application](#) [Search Applications](#)

Record PR2017BFS-000215:
Fire Safety Plan Review
Record Status: In Review

[Add to cart](#)
[Add to collection](#)

 Like 0

 Tweet

Record Info ▾

Payments ▾

Custom Component

Processing Status

	▶ Application Submittal
	▶ Plan Route
	▶ Plan Review
	▶ Review Completion
	▶ Inspection
	Closure

6. Sometimes there are comments associated with the status change. If you wish to view them, select the little + sign.

Create an Application Search Applications

Record PR2017BFS-000215:
Fire Safety Plan Review
Record Status: In Review

Add to cart
Add to collection

Like 0

Tweet

Record Info

Payments

Custom Component

Processing Status



Application Submittal



Marked as Fees Due on 04/19/2017 by Eric Hamilton

Marked as *Incomplete* on 04/19/2017 by Eric Hamilton

Marked as *Additional File Submitted* on 07/12/2017 by Accela Administrator

Marked as *Incomplete* on 07/12/2017 by Eric Hamilton

Marked as *Additional File Submitted* on 07/12/2017 by Accela Administrator

Marked as *Incomplete* on 07/12/2017 by Eric Hamilton

Marked as *Complete* on 08/09/2017 by Eric Hamilton



Plan Route



Plan Review



Review Completion



Inspection

Closure

