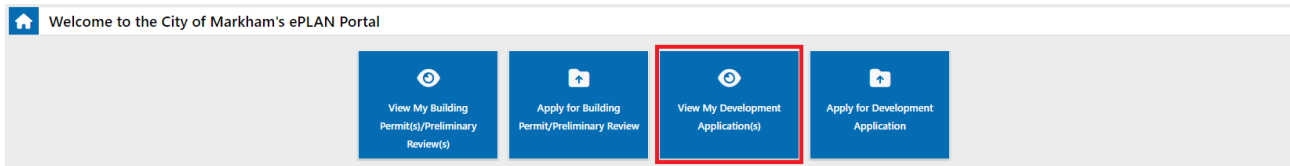


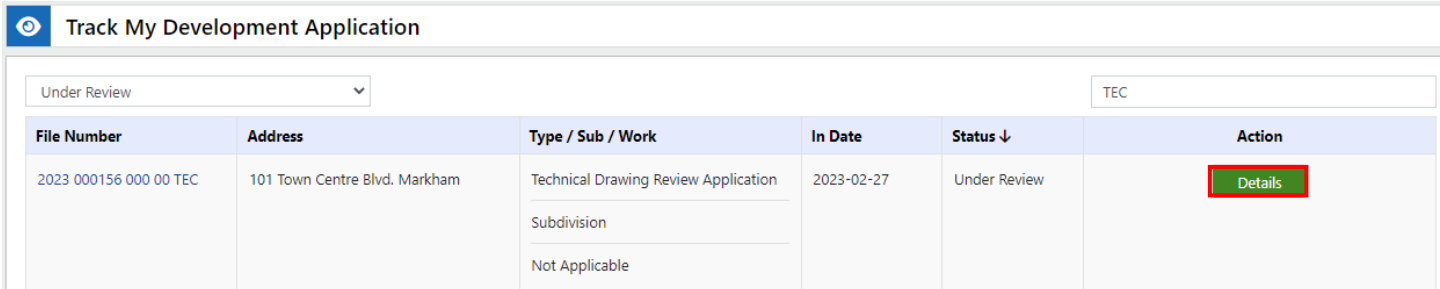
DOWNLOADING APPROVAL DOCUMENTS

Once the drawing and document files have been stamped Approved / Accepted you may download them from the Digital Review Environment.

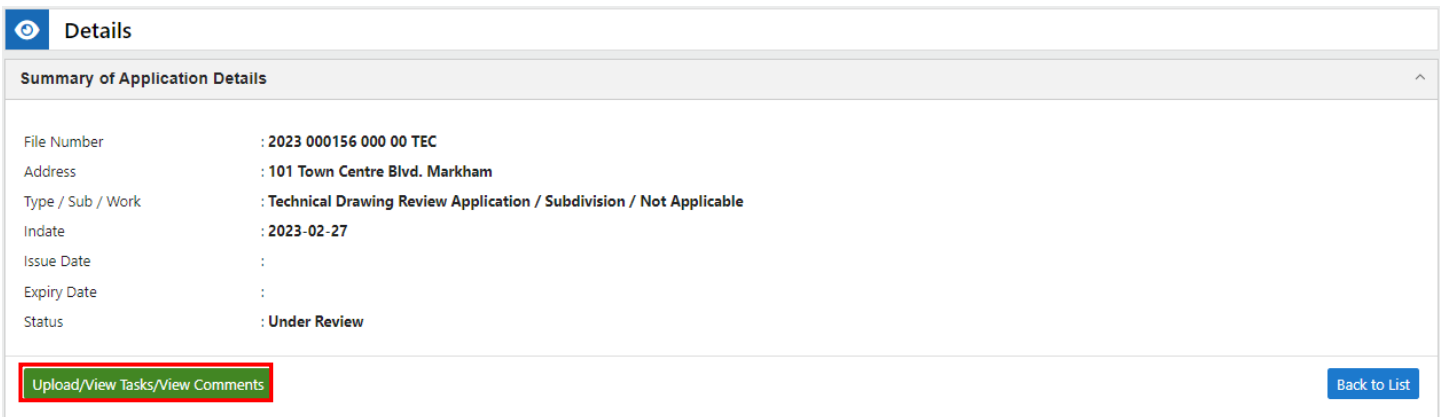
1. Go to www.markham.ca/eplanlogin to login to your ePLAN account.
2. Click on View My Development Applications



3. Find the application you want to view the comments for.
4. Click the **Details** button next to the application / permit you want to view comments for.

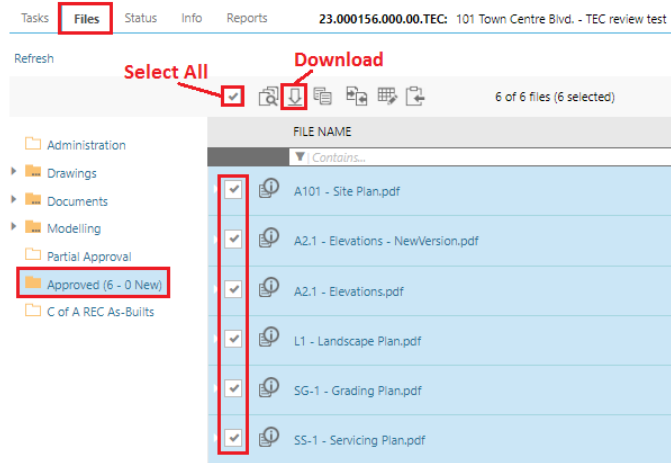


5. Select the **Upload/View Tasks/View Comments** button to enter the ePLAN Digital Review Environment (*Note: your browser's pop-up blocker **must** be disabled*).

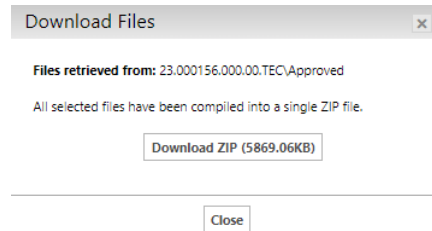


6. This is the ePLAN Digital Review Environment.
7. Make sure you are on the **Files** Tab.

8. Depending on the application type and approval stage, go to Approved (or in the case of Site Plans Application, if you are at the Endorsement stage, go to the Endorsed folder).
9. Select all the files you want to download. Click the download button.



10. A dialogue box will open. Click **OK**.
11. A .zip file will be generated. Click the **Download Zip File** button.



12. The file will automatically download and when done, a confirmation will show at the bottom of your screen. To find the location the file saved to on your computer, click Show in Folder.

