Instructions for Viewing Plan Review Comments

1. Go to https://click2gov.cctexas.com/Click2GovBP/index.jsp
2. On the left hand screen, click “Select Permit”
3. Once you enter your permit number, click “Submit”
4. A General Information Screen will open showing you the information that has been entered at application intake.
5. To the left of this screen, click on the link “Plan Tracking Status”
6. At each of the disciplines, you can click on the link and view their comments. Further information regarding an approval or denial can be found by clicking the Plan Tracking Status link. You may do this for each of the reviews.
7. You are now complete.

Please note: The information is provided so you may begin to address issues in a timely fashion. This service is not intended to be used for partial submittals. You should submit revisions ONLY when all of the reviews are complete and you have prepared a complete, internally consistent, quality controlled response, otherwise, you may be assessed additional fees for multiple submittals.