

How to obtain Info on a Review, Inspection and or Comments

NOTE: Your inspection comment may not show up until after 3:30 pm on the day of the scheduled and performed inspection.

1. Login to the Portal at <https://permits.roundrocktexas.gov/> if you aren't already.
2. From My Dashboard, click on the **"My Applications"** tab. Under **"Actions"**, click the magnifying glass to open the application record.

My Dashboard

My Applications My Fees My Inspections

My Applications

The table below contains a list of all of your applications. To view more details about an application, click the icon.

Show 10 entries Search:

App Number	Project Name	Type	Sub-Type	Status	Location	Date Created	Actions
ACR25-00017	TEST	Residential Accessory Structure	Residential Accessory Structure New	Issued	301 W BAGDAD AVE ROUND ROCK TX 78664	2/11/2025	

3. Once you open the record, scroll to the **Tasks Section**. You can see the **Task Description**, the **Task Result**, the **Date Completed**, **Completed By**, **Comments** (if applicable) and **Attachments** (if applicable)

Tasks					
Task Description	Task Result	Date Completed	Completed By	Comments	Attachments
Intake Application	ACCEPTED	2/11/2025	JENNIFER ESPARZA		
Fees Verified?	COMPLETE	2/11/2025	JENNIFER ESPARZA		
Fees Paid?	COMPLETE	2/11/2025	JENNIFER ESPARZA		
Building Inspections Review	REJECTED	2/11/2025	JENNIFER ESPARZA	View Comments	
Building Inspections Review	APPROVED	2/11/2025	JENNIFER ESPARZA	View Comments	
All Technical Reviews Result	APPROVED	2/11/2025	JENNIFER ESPARZA	View Comments	
Issue Permit	ISSUE PERMIT	2/11/2025	JENNIFER ESPARZA		
Consultation (Optional)	WAIVED	2/11/2025	NATHAN SMITH		
Layout Inspection	FAIL	2/11/2025	JENNIFER ESPARZA	View Comments	
Layout Inspection	PASS	2/11/2025	JENNIFER ESPARZA	View Comments	
Building Sewer Line Inspection	FAIL	2/11/2025	NATHAN SMITH		
Building Inspections Review	REJECTED	2/13/2025	NATHAN SMITH	View Comments	