



Planning and Development Services

☎ 919-856-6222

Permits and Inspections

336 Fayetteville St. • Raleigh, NC 27601

P.O. Box 550 • Raleigh, NC 27602

wake.gov

Amend Permit Form

This form is used to request changes to a permit after it has been submitted.

- To amend a permit, upload the completed Amend Permit Form to the permit record under the Attachments tab.
- You must also upload revised building plans and an updated site plan, if the site plan has changed.
- Only the Applicant, Contractor, or Property Owner listed on the permit is authorized to request an amendment.
- Once the amendment documents are uploaded, the permit will be routed to Permit Technicians for review.
- While a permit is under amendment review, all inspections will be placed on hold until the amendment is approved, and any required amendment fees are paid.
- Amended permits are subject to amendment fees and may require additional inspections, depending on the scope of the changes.

GENERAL INFORMATION		
Project Contact:	Applicant	Owner Contractor
Project Address:	Permit/Planning #:	
Email:	Phone:	
AMENDMENT PERMIT DETAILS		
SIGNATURE		
The undersigned certifies that the information provided is accurate and they understand the amendment permit conditions.		
Name:	Signature:	Date:
Email:	Phone:	