



# 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

Use this form to request changes to an existing permit.

- Upload the completed amendment form to the permit record under the Attachments tab.
- Include revised building plans and an updated site plan (if the site plan has changed)
- Only the listed Applicant, Contractor, or Property Owner may request an amendment.
- **Wake County permits:** Permit Technicians are automatically notified upon upload to permit.
- **Knightdale, Wendell, Rolesville, Zebulon permits:** Notify the applicable town staff after uploading.
- Inspections will be placed on hold during amendment review, until approval and payment of any fees.
- Amendments fees and additional inspections may be required.

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:		