

**All Required Documents Must be Submitted together
or Applications Missing Required Documents Will Be Returned.**

Application Submission Instructions:

- Alteration Permit Application
- License Check & Regulation Sheet for each applicable trade.
Ex. Generator- Electrical & Gas Gas Furnace – Mechanical, Electrical & Fuel Piping
- Applicable Fees

*RV Service requires an approved septic/well system.

FEES: \$100.00

Note: The requested permit includes one inspection therefore an additional \$100.00 inspection fee will be charged for each inspection after the first.

How To Submit:

In- Person

Or

Mailed with check to:
Watauga County Planning & Inspections
126 Poplar Grove Connector
Suite 201
Boone, NC 28607

Or

Emailed to p&i@watgov.org. You will be contacted with link to pay with credit card.



Alteration Permit Application

Property Information

Date: _____ Tax Parcel No.: _____

Property Owner: _____

Mailing Address: _____ Telephone # _____

Address of Job Site: _____

Job Site Directions: _____

Project Summary

Electrical: ☐ Service Change ☐ Well Service ☐ RV Service ☐ Re-Hook Inspection ☐ Generator
☐ Other: _____

Power Company: ☐ Blue Ridge ☐ New River ☐ Mountain Electric Meter# _____

Plumbing: ☐ Water heater Changeout ☐ Boiler Changeout
☐ Other: _____

Mechanical: ☐ New Installation of _____
☐ Changeout of _____
☐ Other: _____

Fuel Piping(Gas): ☐ Logs ☐ Heater ☐ Water heater ☐ Generator
☐ Other: _____

Total Estimated Cost \$ _____

Contact Information

Primary Contractor: _____

Telephone #: _____ Email: _____

Subcontractor Name (If needed): _____

Subcontractor Name (If needed): _____

Primary Contact: _____

Telephone #: _____ Email: _____

The undersigned agrees to conform to all applicable laws of the County of Watauga and the State of North Carolina,
and further states that all statements hereon are true.

Signature



**Watauga County
Planning & Inspections**

(828)265-8043 • p&i@watgov.org
www.wataugacounty.org

**Contractor License Check
and Regulation Form**

Property Information

Permit # _____

Property Owner: _____

Address of Job Site: _____

Subdivision/Lot #: _____

General Contractor: _____

Contractor Type

- ☐ General Contractor ☐ Electrical ☐ Plumbing ☐ Mechanical (HVAC) ☐ Fuel Piping
☐ Manufactured Home Dealer ☐ Manufactured Set-Up Contractor
☐ Other: _____

Contractor Information

Licensed Contractor Name: _____

NC State License Number: _____

Business Name: _____

Business Address: _____

Business Telephone #: _____

Business Email: _____

Primary Contact: _____

Cell Phone #: _____ Email: _____

I the undersigned, have read and understand the North Carolina General Statutes pertaining to licensed contractors. I hereby affirm or swear that I am a licensed and qualified to assume all responsibility and liability of a licensed contractor for this project. If I resign or am no longer affiliated with this project, I will notify the Department of Planning and Inspections in Watauga County immediately within three (3) business days.

Licensed Contractor Name (Print)

Licensed Contractor Signature

Date