

## **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:** \$75.00

Note: The requested permit includes one inspection therefore an additional \$75.00 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](mailto:p&i@watgov.org). You will be contacted with link to pay with credit card.

**All Required Forms Must be Submitted at the Same Time  
or Application Will Be Returned.**



# 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](mailto:p&i@watgov.org)  
[www.wataugacounty.org](http://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: \_\_\_\_\_

## Contact 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