



TOWN OF CHAPEL HILL
Building Division

405 Martin Luther King Jr Blvd
 Chapel Hill, NC 27514-2014

phone (919) 968-2718
 www.townofchapelhill.org

Change to Permitted Scope of Work & Resubmittal Form

****This form must be accompanied by a revised detailed scope of work (changes bubbled), revised costs of construction and revised plans drawn to 1/4" scale when revising the Scope of Work for a permitted project.** Resubmitted permits and plans that provide responses to plan review comments must include an itemized list of the comments being satisfied.**

Permit Number: _____	Submittal Date: _____
Property Address: _____	Project Name: _____
Applicant Name: _____	Total Fees Due: _____
Applicant Email: _____	Applicant #: _____

NCGS 160A-419. Changes in work After a permit has been issued, no changes or deviations from the terms of the application, plans and specifications, or the permit, except where changes or deviations are clearly permissible under the State Building Code, shall be made until specific written approval of proposed changes or deviations has been obtained from the inspection department.

Reason for Request: Update Scope of Work Stop Work Order issued Response to Plan Review comments Other (specify):

Approved and Permitted Scope of Work:

****See attached revised Scope of Work and Plans for new proposed work being changed on this permit.****

Official Use Only: Additional fees

Planning:		Insulation:		
Building:		Recycling:		
Electrical:		Homeowner's Recovery:		
Mechanical:		Resubmittal Plan Review (1hr minimum):		# Hours
Plumbing:		Other: (specify)		

Signature of Applicant/GC: _____	Date: _____
Signature of Building Approver: _____	Date: _____
Signature of Planning Approver: _____	Date: _____