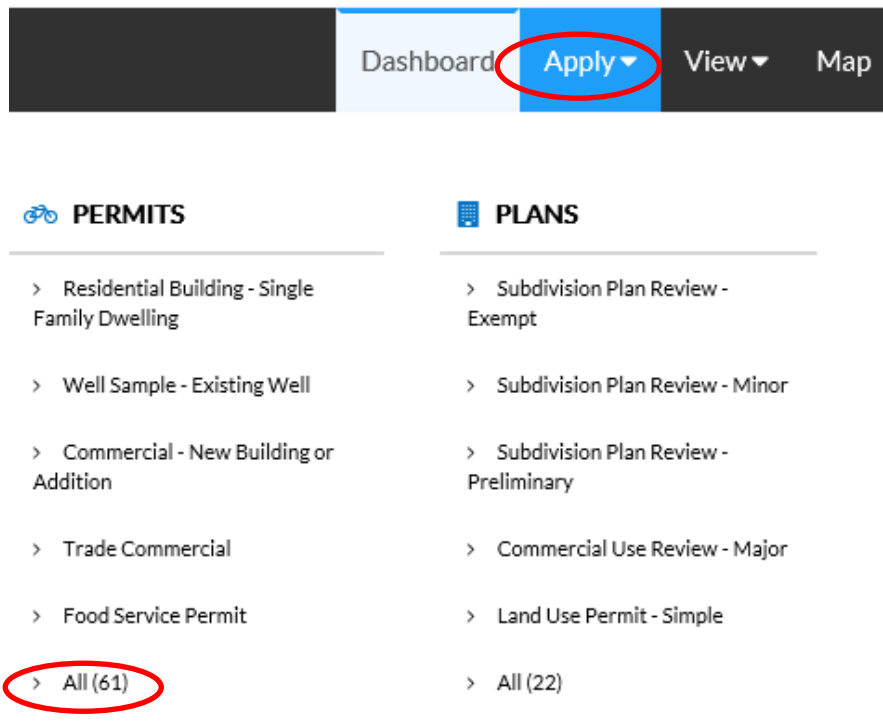


Wake County Permit Portal Instructions - Applying for a Well Abandonment or Well Repair Permit

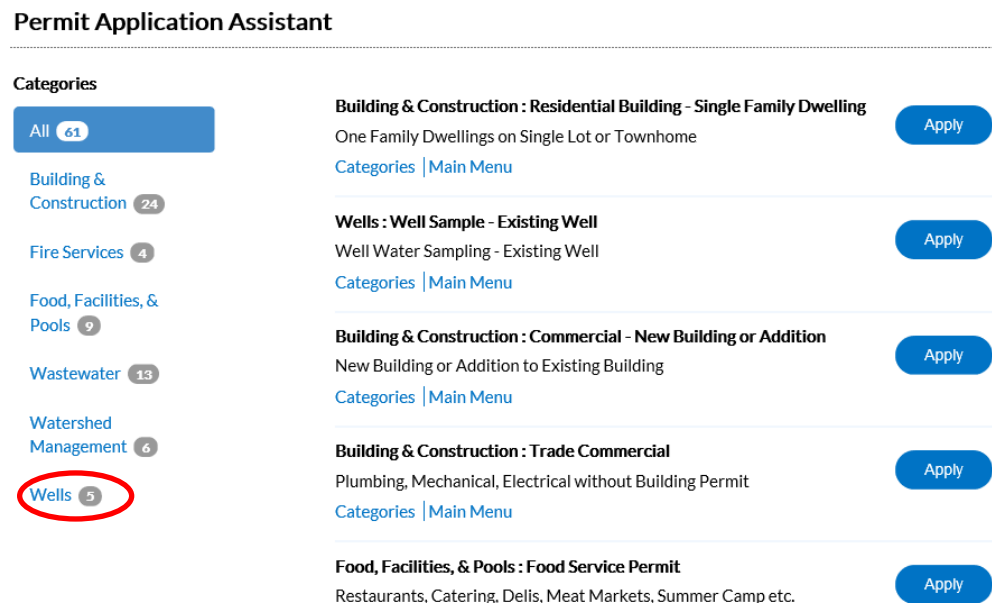
What you will need before you apply:

- A Permit Portal account and
- An address or a PIN for the site where you are planning to repair or abandon a well.

Once you have logged in to the Permit Portal, click on the “Apply” menu, then click “All”



Next, Click on “Wells.”



Click on the “Apply” button next to the permit type you want.

Wastewater : Wastewater: Offsite Easement Drainfield Permit
Drain Field Permit

[Categories](#) | [Main Menu](#)

Apply

Wastewater : Wastewater: Offsite Easement Supply Line Permit
Supply Line Permit

[Categories](#) | [Main Menu](#)

Apply

Wells : Well Abandonment Permit
Permit for Abandonment of a Well

[Categories](#) | [Main Menu](#)

Apply

Wells : Well Repair Permit
Well Repair Permit

[Categories](#) | [Main Menu](#)

Apply

Click on “Add Location” and type part of the site address:

Apply for Permit - Well Repair Permit

1

Locations

2

Type

LOCATIONS

Location

Add
Location



Dashboard

Apply ▾

View ▾

Map

Report

[◀ Back to Application](#)

Add Location

Address

Parcel

Add Address As

Location ▾

Search

Enter Manually

Address Information

Search

1234 m



From the list of addresses that come up, click “Add” next to the one you want:

Address Information

Search 1234 m 

Address	Action
11234 MAPLECROFT CT, RALEIGH, NC 27617	Add
1234 AFTON MEADOW LN, CARY, NC 27518	Add
1234 ALEMANY ST, MORRISVILLE, NC 27560	Add
1234 AUGUST MOON CT, FUQUAY VARINA, NC 27526	Add
1234 AUTUMN DAY DR, MORRISVILLE, NC 27560	Add
1234 BRAEMAR HIGHLAND DR, ZEBULON, NC 27597	Add
1234 DALADAMS ST, RALEIGH, NC 27603	Add
1234 DOMINION OAK CIR, CARY, NC 27519	Add

The address is added to the application. Click “Next”:

1

Locations

2

Type

3

Contacts

4

More Info

5

Attachments

6

Summary

LOCATIONS

Type: Location

International

1234 BRAEMAR HIGHLAND,
ZEBULON,, 27597

Main Address ☒

Parcel Number

1795568761

Main Parcel ☒

Remove

Location ☐

Add Location

+

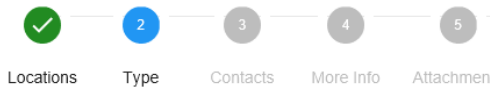
Save Draft

Next

3

On the next screen, confirm that the permit type is what you want (or change it, if you made a mistake) and click “Next”:

Apply for Permit - Well Repair Permit



PERMIT DETAILS

*** Permit Type**


Well Repair Permit

Description

If anyone besides you will need access to the case, such as contractors who will need to schedule inspections, add those contacts to the case:

CONTACTS

Applicant



Evan Kane (You)

336 Fayetteville St, Raleigh,
NC, US, 27601

Applicant

Add
Contact

+

Back

Save Draft

Next

Respond to the Electronic Signature Agreement at the bottom of the page and click “Next”.

Commissioner and/or permit holder of Wake County, North Carolina, hereby certifies that the information provided is true and correct. I agree that I am responsible for the accuracy of the information provided. I agree that I am responsible for the accuracy of the information provided. (North Carolina General Statutes Chapter 132). By clicking the box below, I am agreeing to the Terms and Conditions presented electronically, I certify that I was technically able to open, read, print, or download this section of the application, and I have had reasonable opportunity to read and understand the application. I agree that my electronic signature has the same effect as if I signed in ink.

***I agree with the Electronic Signature Agreement** ☒

[Back](#) [Save Draft](#) [Next](#)

Review the information you have filled out. If everything looks correct, click the “Submit” button at the bottom of the page. If not, use the “Back” button to go back and correct it.

After you submit your application, you will see the following confirmation screen. Take note of the permit number at the top of this screen.

Dashboard Apply View Map Report Search Help

✓ Your permit application was submitted successfully. No fees are due at this time; we will review your application

Permit Number: GW-002187-2018

• Permit cannot be printed at this time. Permit has not been issued.

[Permit Details](#) | [Tab Elements](#) | [Main Menu](#)

Wake County staff will review the information you have submitted and issue a construction authorization, usually within a day or two of your application. Watch your email for a notice that the construction authorization has been issued. The email will contain the permit number and a link to the Permit Portal. Once the construction authorization has been issued, you can schedule the well abandonment or well repair inspection through the Permit Portal.