



# City of Eustis

Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

## Scope of Work Commercial

Address of subject site: \_\_\_\_\_

Select the description that best describes the work you are performing:

- Change of ownership or name only, no physical changes.
- Reconfigure existing space only; same occupancy type or use.
- Renovations/repairs to existing space; no occupancy type or use change.
- An addition to or reduction of space to an existing business or occupancy type.
- New use, occupancy type or business in an existing space.

General plan requirements:

1. A legible scaled site plan of the unit or space, showing the use/occupancy type of all adjacent businesses;
2. An existing dimensioned floor plan, showing sizes and uses of all rooms; and
3. A proposed floor plan, if any changes are proposed, including the size and use of each room or area and the location of emergency lighting, exit lights, fire extinguishers and sprinkler heads, if present.

Please list the areas or rooms where the work will be performed after each discipline listed below. For example, if you are performing electrical work in the office, list office under Electric. Please put 'no change' after each discipline that will not be performed. List any special conditions in the additional information area.

Building:

\_\_\_\_\_

Electric: Any new loads, changes or additions will require current load calculations.

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Plumbing: Any relocations or additions.

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Mechanical: New energy calculations are required for any changes or added areas.

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Gas:

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Additional information or special conditions:

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Form completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone #: \_\_\_\_\_