



Scope of Work – Residential

Office of Building Services

FBC 2023 8TH Edition

Jobsite Address: _____

Permit# _____

NOTE: All applications must have this form filled out **and** include an existing floor plan and a proposed floor plan. The plans must be legible, dimensioned, rooms labeled and show the size and location of all doors and windows.

Please list the room type: **Bedroom, Bathrooms, Hall/foyer, Kitchen, Garage, Basement, Porch, Screen rooms**, or specific location where work will be performed after each type of construction types listed below. You may specify areas that will not have changes made as an alternative method to describe the scope of work to be done. List any special changes/work to be done that is not covered below in the Additional information area at the end of the form.

Building: _____

- ☐ Re-roof ☐ over existing roof or ☐ strip to decking
- ☐ Replace roof decking or siding on structure
- ☐ Repair existing deck / porch
- ☐ Replace existing # _____ doors / # _____ windows with same size and type
- ☐ Upgrade or change size existing # _____ doors / # _____ windows
- ☐ Add new door or windows
- ☐ Remove and replace drywall
- ☐ Reconfigure existing square footage
- ☐ Increase of square footage of structure – conditioned
- ☐ Increase of square footage of structure – non-conditioned
- ☐ Add new deck / porch
- ☐ Add new shed / storage – no utilities
- ☐ Add new workshop / living quarters / accessory space with utilities
- ☐ Add new screen enclosure
- ☐ Add new pool / water feature
- ☐ Change non-conditioned space to habitable conditioned space

Other: _____

Electric: _____

- ☐ Replace or repair only existing lights/ outlets
- ☐ Add additional new wiring and outlets/switches/lights
- ☐ Re-wire entire room
- ☐ Add CO2 / smoke detectors
- ☐ Add low voltage wiring – Cable TV / Alarm systems
- ☐ Service upgrade or relocation

Other: _____

Gas: _____

- ☐ Repair existing gas appliance
- ☐ Replace existing gas appliance
- ☐ Add new additional gas supply/ lines
- ☐ Add new additional gas appliances
- ☐ Add new LP tank

Other: _____

Plumbing: _____

- ☐ Add irrigation system
- ☐ Replace plumbing fixtures only, no relocation
- ☐ Relocate existing plumbing fixtures
- ☐ Add new plumbing fixtures
- ☐ Add new bathrooms
- ☐ Add plumbing water / waste lines
- ☐ Repair only existing water / waste lines

Other: _____

Mechanical: _____

- ☐ Replace air handler & condenser (like for like)
- ☐ Replace existing duct system (like for like)
- ☐ Add additional duct system / supply or balancing
- ☐ Add additional air handler & condenser
- ☐ Add / Upgrade insulation to existing structure
- ☐ Upgrade of existing air handler & condenser tonnage
- ☐ Install new ductless unit

Other: _____

Form Prepared by: _____

(Signature)

(Print Name)