



Building Division
306 NE 6th Ave, Bldg B
Gainesville, FL 32601
Ph: 352-334-5050

Email: building@gainesvillefl.gov

Owner-Builder Requirements

If you are making improvements to your property and do not plan to hire a contractor or want to act as the general contractor for your project, you may qualify for the owner-builder exemption per Florida Statutes 489.103(7). To view the Florida Statutes go to <http://www.leg.state.fl.us/statutes/>

To qualify as an owner-builder, your property must:

1. Be in your personal name (not a business name, corporation or in a trust).
2. Be for your own use and occupancy.
3. Not be for sale, rent, or lease at the time of application or for one (1) year after completion.

All work must be completed by you, as the property owner, or under your direct, on-site supervision, if performed by a licensed contractor. It is also your responsibility to ensure that the persons whom you employ have the licenses required by state law.

If you qualify and accept the conditions of the owner-builder requirements, then please read the options below on how to submit your building application:

- Online Application – You can register and apply for a permit online using our PermitGNV portal: www.permitgnv.com. Once your application has been submitted, you must appear in-person at the Building Division to sign the application and owner-builder affidavits as required by State Statute.
- In-Person Application - You can apply for a permit in person at our office.
Thomas Center Building B Hours:
306 NE 6th Ave. Monday-Friday, 8 a.m.-5 p.m.
Gainesville, FL 32601

Once your application has been submitted, you can make a payment online through PermitGNV or in-person when you come in to sign the application. We accept checks, money orders or credit card (Visa, Discover, or MasterCard). Checks and money orders must be made payable to the City of Gainesville.