

Options for Closing Out Permits Where Work Has Commenced

F.S. 553.79 Original Owner or New Owner for Closing Open Permits

(16)(a) A property owner, regardless of whether the property owner is the one listed on the application for the building permit, may close a building permit by complying with the following requirements:

1. The property owner may retain the original contractor listed on the permit or hire a different contractor appropriately licensed in this state to perform the work necessary to satisfy the conditions of the permit and to obtain any necessary inspections in order to close the permit. If a contractor other than the original contractor listed on the permit is hired by the property owner to close the permit, such contractor is not liable for any defects in the work performed by the original contractor and is only liable for the work that he or she performs.
2. The property owner may assume the role of an owner-builder, in accordance with ss. 489.103(7) and 489.503(6).
3. For purposes of this section, the term “close” means that the requirements of the permit have been satisfied.

Florida Building Code Building 2023

105.5 Additional options for closing a permit.

Pursuant to Section 553.79(15), Florida Statutes, a property owner, regardless of whether the property owner is the one listed on the application for the building permit, may close a building permit by complying with the following requirements:

1. 1.The property owner may retain the original contractor listed on the permit or hire a different contractor appropriately licensed in this state to perform the work necessary to satisfy the conditions of the permit and to obtain any necessary inspection in order to close the permit. If a contractor other than the original contractor listed on the permit is hired by the property owner to close the permit, such contractor is not liable for any defects in the work performed by the original contractor and is only liable for the work that he or she performs.
2. 2.The property owner may assume the role of an owner-builder, in accordance with Sections 489.103(7) and 489.503(6), Florida Statutes.
3. 3.If a building permit is expired and its requirements have been substantially completed, as determined by the local enforcement agency, the permit may be closed without having to obtain a new building permit, and the work required to close the permit may be done pursuant to the building code in effect at the time the local enforcement agency received the application for the permit, unless the contractor has sought and received approval from the local enforcement agency for an alternative material, design or method of construction.
4. 4.A local enforcement agency may close a building permit 6 years after the issuance of the permit, even in the absence of a final inspection, if the local enforcement agency determines that no apparent safety hazard exists.

For purposes of this section, the term “close” means that the requirements of the permit have been satisfied.



City of Punta Gorda
Building Division
326 W. Marion Ave
Punta Gorda, FL 33950



Process for Canceling Issued Permits Where Work Has NOT Commenced

- 1) Document from Contractor, on Contractor's letterhead, requesting the cancellation, stating no work in relation to permit application has Commenced and reason for cancellation. **(Include in letter, Owner name, permit number, and site address.)**
- 2) Letter signed and notarized by the property Owner requesting the permit be canceled and stating no work in relation to the referenced permit application has commenced. **(Include in letter, Owner name, permit number and site address.)**
- 3) Review and approval by the Chief Building Official before permit is cancelled. (A site inspection may be required prior to approval).

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