

STARTING A BUSINESS In Gainesville 101



We understand that starting a business can be complicated -- that's why we've designed this easy-to-follow booklet to help you get started. Here's to your **FUTURE SUCCESS!**

I'm _____ and I am here to help if you are starting or growing a business. I'm part of a team of navigators ready to guide you down a path that will be streamlined and easy to follow. We're here to help pave the way and assist with permitting, zoning, and development.

Take a look at the Grow It Yourself (GIY) kit. It's pretty cool. We've filled it with helpful tips, tools, and insights on how to search for a location and build your business. Best of all, the kit includes me! I'm as excited about your business as you are, and I can't wait to get started.

Here's my contact information:



ARE YOU THINKING OF BUILDING **SOMETHING NEW** OR UPGRADING A SITE?

Getting the help you need from a civil engineer or design professional will make the process easier. If you are doing interior work in an existing building, contact an architect or a contractor. How?

Here's where you can find licensed providers in our area:

<http://www.banconf.com>

<https://www.myfloridalicense.com>

SEARCH SHAPE BUILD



1

Zoning determines where a business or activity can be located. Please start your search with our **Right Site Zoning Portal**, an interactive web-based tool that will show you what properties are zoned for your type of business:

<https://zoning.cityofgainesville.org>

2

A **zoning verification form** will help with getting your business license. Please fill out the online form and email, fax, or bring it to the Thomas Center, Building B.

<http://bit.ly/2gDM7WE>

3

By giving us the form, you are asking us to provide you with information on any additional permits that may be required. Generally, this would be an occupancy permit or change of use permit.



4

Now it's time to register your business! You can provide your business information online and a team member will contact you by the next business day to help you set up your new business tax account, or you can set up your new business tax account in person at City Hall 200 East University Avenue on the 3rd floor.

<http://bit.ly/2j009Ve>

5

You have completed most of the steps to locate and shape your business! Time to connect to utilities.

Don't forget that there are steps at the state-level that need to happen in conjunction with city-steps!

Register your business through SunBiz at

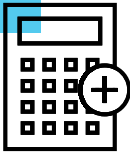
<http://bit.ly/2ojN7El> prior to connecting to utilities.

**I've got contacts
in New Services to
help you plan for
your utility needs**

[http://www.gru.com/
WorkWithGRU/NewServices/
AboutNewServices.aspx](http://www.gru.com/WorkWithGRU/NewServices/AboutNewServices.aspx)

When you are ready to apply for utilities, Customer Service representatives are ready to help you at the GRU Administration Building at 301 SE 4th Avenue, or by phone at (352) 334-3434.

FREE HELPFUL TOOLS ALONG EACH STEP OF THE WAY



FEE CALCULATIONS

Calculate estimated connection fees with GRU.
Call GRU New Services @ (352) 393-1413

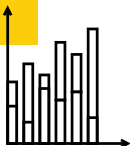
Calculate estimated building permit fees with
the Department of Doing.
Call Building Division @ (352) 334-5050



PERSONALIZED ASSISTANCE

Ask a Planner
<https://form.jotform.us/60805039408151>

Schedule a First Step Meeting
<https://form.jotform.com/60775565475165>



DATA

Fill out a **GRU Utility Data request form** to find out
what utilities are available:

**[https://www.gru.com/WorkWithGRU/
ConstructionDevelopment/UtilityDataRequest.aspx](https://www.gru.com/WorkWithGRU/ConstructionDevelopment/UtilityDataRequest.aspx)**

Contact the Gainesville Fire Rescue Risk Reduction
Bureau at **(352) 334-5065** to ensure that you comply
with the current Florida Fire Prevention Code.



SUCCESS STARTS HERE!

It's time to Grow It Yourself.

City of Gainesville