



**Planning & Development Services Department**  
**Building & Code Regulations**  
 2300 Virginia Avenue  
 Fort Pierce, Florida 34982  
 (772) 462-1553

**OWNER/BUILDER AFFIDAVIT DISCLOSURE STATEMENT**  
**F.S. 489.103 (7) EXEMPTIONS**

State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor even though you do not have a license. You must provide direct, on-site supervision of the construction yourself. You may build or improve farm outbuildings, a one-family or two-family residence for your use and occupancy. You may also build or improve a commercial building at a cost not exceeding \$75,000.00 as long as it is for your own use or occupancy. You may not build or improve said structures for the purposes of selling or leasing that building. You may not hire an unlicensed person to act as your contractor or to supervise people working on your building; it is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances.

**Initial Here.**

If you sell or lease a building you have built or improved within one year after construction is complete, then a presumption is created that it was built or improved for sale or lease, which is a violation of this exemption.

**Initial Here.**

You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

**Initial Here.**

I understand that the building official and inspectors are not there to design or give advice on how to meet the minimum code.

**Initial Here.**

I understand that as an owner-builder that any contract disputes with sub-contractors and I must be handled in a civil court with the advice of an attorney. This department will not mitigate any contract disputes.

**Initial Here.**

I understand that if I compensate any person or company for work performed they are required to be licensed in this jurisdiction. If for some reason they do not possess a license, I may be responsible and liable for the cost of the license.

**Initial Here.**

I understand that if any person that is unlicensed and uninsured gets injured on my construction project-they may be entitled to workmen's compensation. I could be held liable for all doctor, lawyer and related medical cost, which could include loss of wages during recovery from their injury.

**Initial Here.**

To qualify for this exemption under this subsection, an owner must personally appear, sign the building permit application, and initial the above

I hereby acknowledge that I have read and understand the above disclosure statement and that I further understand that any violation of the terms of the owner/builder exemption shall be reported by the Building and Zoning Department to the Florida State Department of Professional Regulation. Signed and acknowledged on this \_\_\_\_ day of \_\_\_\_\_ of 20\_\_.

\_\_\_\_\_  
 Owner/Builder Signature

STATE OF FLORIDA  
 COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ who is personally known \_\_\_\_\_ to me, or who has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
 Signature of Notary  
 Title: Notary Public

\_\_\_\_\_  
 Type or Print Name of Notary  
 Commission Number \_\_\_\_\_

(Seal)



# Inspections

## *Helpful Hints for Owner Builders*

### Scheduling Inspections

- Inspections are typically performed the day after the inspection is scheduled.
- There are two ways to schedule an inspection:
  - a. Call 772-462-2172 or 462-2165 between 8 a.m. and 5 p.m., or
  - b. Go to [St. Lucie County's Website](#), click on permits, click on *online building inspection system*.
    1. Enter permit number
    2. Enter confirmation number (this number is on the top of your building permit next to the building permit number.)
    3. Enter
    4. Click on the request next to the inspection you want to schedule.
    5. You can schedule an inspection online until 9 pm Monday –Friday for next day inspection service. On Friday, the inspection will be scheduled for Monday. On Saturday and Sunday, the inspection will be scheduled on Tuesday.

### Day of Inspection

- Go to [St. Lucie County's Website](#), click on permits, click on *daily inspection schedule*.
- Locate your address or permit number, the screen will show the inspector name and whether the inspection is in the morning or afternoon.
- Inspections are listed in order of scheduled site visit.
- Inspectors are available by phone at the numbers listed below from 7a.m. until 4p.m.

Andy Wentz	772-249-9502
Greg Smyth	772-370-0482
Walter Pride	772-370-2539
Dave Johnson	772-370-2548
Wanda Gahn	772-204-4237
Mary Chissoe	772-370-2543
Stephen Poreba	772-475-1063
Clyde Heffelfinger	772-200-6386
Doug Harvey	772-370-2542