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# **New Business and General Information Guide**

**Community Development Department**

**Revised November 24, 2009**

# New Business and General Information Guide

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## I. Introduction

Welcome to the City of Largo's Community Development Department. This guide is intended to briefly describe the various division functions and assist new business owners in navigating city, county and state requirements. Starting a business is an exciting venture requiring careful planning. The speed and efficiency of the construction permitting process can greatly help or hinder a new business to open its doors quickly and become profitable.

## II. Community Development Divisions Explained

The City's **Community Development Department** handles all building permitting. The Department has five divisions:

- **Planning Division**
- **Building Division**
- **Engineering Division**
- **Economic Development Division**
- **Housing Division**

**The Planning Division** provides information regarding land use, permitted uses and other development issues related to change of use or site development. The Planning Division prepares, monitors and implements the City's Comprehensive Plan including compliance review and annual amendments and revisions. The Division also administers the City's Comprehensive Development Code and the City's development review programs including redevelopment, site plan review process as well as requests for future land use map amendments, conditional uses, variance, and preliminary and final subdivision review.

If your commercial project involves any improvements or changes to your property, a Small Scale Review or Development Review will be required prior to applying for any building permits. If you are changing the current use of a space, the Planning Manager should be contacted to assure the proposed business is allowable for the space or building you intend to lease or purchase. The Planning Manager may be contacted at **(727) 587-6749** to answer any questions or for assistance at any time during the planning or development of a commercial project.

**The Building Division** answers questions concerning permitting, inspections, business tax (formerly Occupational License), code enforcement issues and tree ordinance questions. All permit related applications are received and processed through this division. Questions can be answered by calling the general phone number at **(727) 586-7488** and following the menu:

- *Permitting and Inspections:* When a permit is submitted to the Building Department, it is reviewed to ensure that it meets established minimum criteria. The review and approval process allows problems to be identified and corrected before any non-complying work occurs. During the process of submitting a permit, a contractor's licensing and insurance are verified. Having a permit allows a person knowledgeable in construction the opportunity to review, inspect and confirm that minimum code prescribed construction requirements are met. All mechanical, electrical, plumbing, building, sign, temporary event, and tree permits are handled through the main counter of the Building Division.
- *Business Tax:* Anyone annexed, starting a new business or purchasing an existing business in the City must obtain a local business tax receipt from the Building Division. The Business Tax is a tax for the privilege of engaging in or managing, any business, profession or occupation within the city limits. In order to operate a business based in the City of Largo, you will need to pay the Business Tax. Whether your business is operated from a commercial location or is home-based, the Business Tax is required pursuant to both local and state laws. Our Business Tax Specialist can assist with all questions.
- *Code Enforcement:* Code enforcement is an integral part of community policing, as it protects local property values and helps to build cleaner, safer communities. Most code violations are related to vehicles, overgrown property and signs. Code Enforcement is dedicated to improving the quality of life of our residents by enforcing the [Largo Municipal Code](#).

**The Engineering Services Division** is responsible for providing various technical services for the City. This includes engineering design, project management, construction inspection, permit review, technical assistance, contract administration, development review, and mapping. The Division responds to citizen inquiries, lends technical assistance to other City Departments for projects that require engineering design expertise and serves as an internal consultant for the engineering analysis portions of various infrastructure-related master plans. Typical projects include stormwater management and conveyance systems; wastewater collection, pumping and treatment systems; reclaimed water distribution and transmission systems; and transportation networks such as roads and sidewalks. The Division also supports the land development process through the review of site plans, construction and right-of-way permits, and utility service connection applications, and is responsible for coordinating infrastructure-related development review activities with other City departments, federal and state regulatory agencies, other local governments, engineering consulting firms and construction contractors. The Engineering Division may be contacted at **(727) 587-6713** to answer any questions or for assistance at any time during the planning or development of a commercial project.

**The Economic Development Division** is dedicated to supporting business retention, recruitment and expansion in the City of Largo. The division works to expand employment opportunities, increase the economic sustainability of its activity centers, support the development of a quality workforce, collaborate between the public and private sectors for mutual benefit, and ensure a high quality of life for all residents.

Economic Development also administers business incentives, supplies market data, engages in redevelopment projects, markets the City of Largo to businesses and promotes partnerships with others to achieve our goals. Below are key organizations that the City of Largo has established a partnership with in order to facilitate assistance to be helpful in answering your questions on the proper way to establish and/or start-up a new business in Largo.

*The Pinellas County Business Development Center* blends business expertise, specialized training, technology applications and real-world experience to help your enterprise succeed. The Center offers a variety of programs designed to assist start-up businesses get the information they need to bring their product to market. For more information on how Pinellas County Business Development Center can help, visit them at [www.pced.org/](http://www.pced.org/) or call **(727) 453-7200**.

*The Largo/Mid-Pinellas Chamber of Commerce* is another partner that the City of Largo works with in order to provide assistance to start-up businesses. The Chamber's Business Assistance Specialist will be able to provide a vital link between you and the numerous organizations and programs to assist you in your business venture. For more information on the program, visit them at [www.largochamber.org](http://www.largochamber.org) or call **(727) 584-2321**.

*The Florida High Tech Corridor Council* is an organization that works to attract, retain and grow high tech industry and the workforce to support it within a 23-county market that includes Pinellas County and the City of Largo. They have an on-line Virtual Entrepreneur Center to assist in locating information on a local, regional, and State level as well as global resources. The site can be found at [www.Flvec.com](http://www.Flvec.com).

**The Housing Division** is responsible for managing several programs that focus on improving low and moderate income neighborhoods and households by increasing home ownership levels, maintaining existing community housing resources, improving neighborhood infrastructure, and providing financial incentives for the construction of new affordable housing. All of the programs managed by the Division are entirely funded by either federal or state grants, or through income derived from payback of low interest loans offered through the Housing Division. The grants are designed to assist residents that are seeking assistance in purchasing or renovating a home. You can obtain answers to your questions about a variety of programs offered or managed by the City by calling our Housing Manager at **(727) 586-7489**.

### III. New Business Registration, Licensing and Permitting

The Florida Division of Corporations requires all businesses to be registered in order to conduct business in the State of Florida and also requires registration of fictitious names and trademarks. Because proof of this registration is required in order to obtain a Business Tax to do business in the City of Largo, this should be your first step. Registering with the State of Florida is an easy process and may be done online by visiting [www.sunbiz.org/](http://www.sunbiz.org/).

#### Obtaining a State License

Some professions are required to be licensed by the State of Florida in order to do business. These include, but are not limited to:

Contractors/Sub-Contractors	Professionals
Hotels/Motels	Massage
Real Estate Agents	Cosmetologist
Restaurants	Nail Technicians
Alcohol and Tobacco Retailers	

Note: Some state licenses require a business location prior to approval. Contact our Planning Department to determine if the land use is appropriate for the type of business you wish to open. The Florida Department of Business and Professional Regulations can be reached at **(850) 487-1395** or online at <http://www.myfloridalicense.com/> to determine if a state license is required for your business.

#### Obtaining a Permit from the Department of Health or Department of Agriculture

Any business engaging in food service, child care, or health care services must obtain a permit from the State Department of Health. For more information on how to obtain a permit, visit <http://www.doh.state.fl.us/>.

Any convenience store or grocery/deli requires a permit from the Department of Agriculture. For more information on how to obtain a permit call **(800) 435-7352** or visit <http://www.doacs.state.fl.us/onestop/index.html>.

*Note: Whether your food service business is existing or new, you must contact the City of Largo's Environmental Services Department to determine if a grease trap/interceptor is adequate or must be installed. The Environmental Services Department can be contacted by calling **(727) 518-3077**.*

#### Worker's Compensation

Don't forget, you may be required to provide Worker's Compensation coverage to your employees. For more information, please call the Florida Department of Labor and Employment Security at **(850) 488-2713**.

### IV. Choosing a Location

The most essential part of any successful business is the location. When looking for the property best suited for your business, there are several important factors to consider.

#### Check Your Land Use

The City of Largo has land use requirements in place which determine appropriate locations for different business types. Before deciding upon a property, or prior to signing a lease, it is best to contact the City of Largo's Planning Division to determine if the use of that property is appropriate for your business. This simple step can save you time and money. Contact the Planner on Call at **(727) 587-6749** or visit the City's web site at <http://www.largo.com/departments/division.php?fDD=18-244>.

### Sale of Alcoholic Beverages

For business owners wishing to sell alcoholic beverages, a few basic rules apply:

1. First, obtain an application from the State of Florida. This may be accessed at [www.myfloridalicense.com/](http://www.myfloridalicense.com/).
2. You must get approval from the City of Largo Planning Division prior to making an appointment with the State for permit issuance.
3. Any establishment selling alcoholic beverages must be more than 300 feet from any school, public or private and over 500 feet from any church, unless in the downtown Business District. Motels, hotels and restaurants may be exempted from this requirement. Please contact the Planning Division if you have any questions.

## **V. Building, Opening or Purchasing a New Business**

This next section deals with some scenarios about what type of business is best suited for what location. While we have attempted to cover the most common situations, it is not intended to be all inclusive. If you are not sure about something; don't assume, please ask. That's why we are here and why we employ so many experts in a variety of different fields. Remember, the only dumb question is the one that isn't asked!

All food service businesses are required to have a grease trap/interceptor per the City of Largo's Grease Management Program (Section 22-55, Part C, City of Largo Code of Ordinances). If the business location does not have a grease trap/interceptor, a licensed plumbing contractor must obtain a building permit and install one. If the existing food service business already has a grease trap/interceptor, please contact the Environmental Services Department at (727) 518-3077 to ensure that the size of the trap/interceptor meets the minimum standards. Download the complete Grease Management document at <http://www.largo.com/egov/apps/document/center.egov?path=doc&id=3764&id2=1957&linked=0>

### **Locating in an Existing Space or Building (Purchasing or Leasing)**

***Purchasing an existing business without a name change. No construction being done, currently open for business.***

#### A. Business Tax Receipt

If you are either purchasing a company or transferring ownership, you must present the Bill of Sale, along with the current local business tax receipt, co-signed by both the buyer and seller, to the City of Largo. Transfer fees vary from \$3 to \$25 based on the type and size of the business. Our Business Tax Specialist can answer any of your questions by calling **(727) 586-7488** or you can visit us on the web; <http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

***Purchasing an existing business with a name change. No construction being done, currently open for business.***

#### A. Special Inspection Permit

Purchasing an existing business with a name change requires the new owners to apply for a Special Inspection Permit. The cost of this permit varies from \$50 to \$164 and is dependent on the number of inspections required for the space. Obtaining this permit will schedule a building and fire inspection but may also include a mechanical, electrical and plumbing inspection depending on the type of business you purchase. Businesses that require a state license such as food service will need all inspections. If, during the inspection process unpermitted work is discovered, a standard building permit will be required to bring the work up to current Florida Building Code standards. When all appropriate inspections have been completed, the City will issue a Certificate of Occupancy.

### B. Business Tax

The City of Largo requires all businesses to register and obtain a local Business Tax Receipt. The information you will be required to present to the Building Division will vary depending on the business type. The cost will vary as well. Our Business Tax Specialist can answer any of your questions by calling **(727) 586-7488** or you can visit us on the web; <http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

### C. Signs

A building permit is required for both temporary and permanent signs. Please see the City of Largo's Comprehensive Development Code (CDC) [Table 6506 Sign Standards](#) for all sign requirements or schedule an appointment with the Planner on Call by calling **(727) 587-6749**. See Section VII, Signs for additional information.

### ***Leasing a space or purchasing a building with same use. Interior modifications being done.***

#### A. Building Permits

If you are planning any alterations to an existing site, adding or demolishing interior/exterior walls, changing the layout of a business, a building permit must be obtained prior to beginning work. Remember that all signs also require a building permit. Building permits shall be obtained through the City's Building Division and require:

- A building permit application
- Registration of contractors/subcontractors
- Three sets of stamped plans, prepared by a State of Florida licensed architect or engineer as required by Florida Statutes 471 and 481, and accompanying documentation such as Florida Product Approval, energy calculations, etc.

Once the building permit application has been completed and the plans prepared, an official submittal may be made to the Building Division. The applicant is required to pay the plan review fee, which is one half of the permit fee, at the time of document submittal. After the submittal, the plans are reviewed by the various plan reviewers. Any deficiencies noted on the plans are sent to the contractor, in a report, for corrections to be made and resubmitted. Once the deficiencies are corrected on the plans, a resubmittal may be made to the Building Division where the plans will be re-reviewed for code compliance. When the plans are approved by the various reviewers, a building permit will be issued. All permit fees are due when the contractor comes in to obtain the permit.

Now that the permit is issued, the actual construction work may begin. The contractor is required to call for inspections when an appropriate amount of work has been completed, per trade. Once all inspections have been satisfactorily completed, a Certificate of Occupancy can be applied for.

#### B. Certificate of Occupancy

Once building construction for your property has been completed and a final building inspection has been performed by a City Building Inspector, a Certificate of Occupancy will be issued for your building. This allows you to legally occupy the building. For questions regarding Certificates of Occupancy, please contact the City of Largo Building Division at **(727) 586-7488**.

Visit <http://www.largo.com/egov/apps/document/center.egov?path=doc&id=707&id2=12&linked=0> to download a building permit application.

### C. Business Tax

The City of Largo requires all businesses to register and obtain a local Business Tax Receipt. The information you will be required to present to our office will vary depending on the business type. The cost will vary as well. You can obtain answers to your Business Tax questions by calling our Business Tax Specialist at **(727) 586-7488** or visit us on the web; <http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

### ***Leasing a space or purchasing a building, changing use.***

#### **A. Research Land Use**

Before purchasing or signing contracts or leases, business owners should contact the City's Planning Division to determine the land use for the prospective project. This will ensure the proposed use is consistent with the allowed land use at that location.

#### **B. Research Previous Occupancy**

A change in use of a space or building can be a very costly endeavor if not properly researched and budgeted. Some business types constitute a more hazardous use than the previous one and may require adding fire sprinklers, alarm systems and fire partition walls to meet current building and fire code requirements. It is always a wise practice to retain a State of Florida licensed architect prior to purchasing or signing any lease agreements.

#### **C. Building Permits**

If you are planning any alterations to an existing site, adding or demolishing interior/exterior walls, changing the layout of a business, a building permit must be obtained prior to beginning work. Remember that all signs also require a building permit (see sign section below). Building permits may be obtained through the City's Building Division and require:

- A building permit application
- Registration of contractors/subcontractors
- Three sets of stamped plans prepared by a State of Florida licensed architect or engineer as required by Florida Statutes 471 and 481, and accompanying documentation such as Florida Product Approval, energy calculations, etc.

Once the building permit application has been completed and the plans prepared, an official submittal may be made to the Building Division. The applicant is required to pay the plan review fee, which is one half of the permit fee, at the time of document submittal. After the submittal, the plans are reviewed by the building and fire plan reviewers. Any deficiencies noted on the plans are sent to the contractor, in a report, for corrections to be made. Once the deficiencies are corrected on the plans, a resubmittal may be made to the Building Division where the plans will be re-reviewed for code compliance. When the plans are approved by the various reviewers, a building permit will be issued. All permit fees are due when the contractor comes in to obtain the permit.

Now that the permit is issued, the actual construction work may begin. The contractor is required to call for inspections when an appropriate amount of work has been completed. Once all inspections have been satisfactorily completed, a Certificate of Occupancy can be applied for.

#### **D. Certificate of Occupancy**

Once building construction for your property has been completed and a final building inspection has been performed by a City Building Inspector, a Certificate of Occupancy will be issued for your building. This allows you to legally occupy the building. For questions regarding Certificates of Occupancy, please contact the City of Largo Building Division at **(727) 586-7488**.

Visit <http://www.largo.com/egov/apps/document/center.egov?path=doc&id=707&id2=12&linked=0> to download a building permit application.

#### **E. Business Tax**

The City of Largo requires all businesses to register and obtain a local Business Tax Receipt. The information you will be required to present to our office will vary depending on the business type. The cost will vary as well. You can obtain answers to your Business Tax questions by calling our Business Tax Specialist at **(727) 586-7488** or visit us on the web; <http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

## **New Building or Addition to Existing Building**

### **A. Site Plan Review**

In most cases, projects involving new or expansion construction will require a Site Plan Review to be performed by the Planning Division prior to the issuance of a building permit. The review process is implemented in the following instances:

1. Any new construction is being performed.
2. Changes are made to an existing development and meeting the following criteria:
  - When single family, duplex, or triplex homes are converted to nonresidential uses
  - When town homes, condos, or multifamily housing are proposed
  - Any use conversions requiring Conditional Use/Class 2 Use Permit approval
  - Any nonresidential modifications, including an increase in square footage, an increase in parking spaces or a change in traffic circulation.

Site Plan Review requires a Site Plan application and 18 copies of the site plan, drawn to scale. Site Plans are administratively approved. New construction and additions greater than ten (10) percent of an existing structure are considered Full Scale Site Plan Reviews and usually require at least four (4) months to complete. Additions less than ten (10) percent are considered Small Scale Site Plan Reviews and can usually be completed within thirty (30) days. If you have questions as to whether your project will require a Site Plan Review, or for more information, please contact the Planning Division at **(727) 587-6749**. To download the complete Development Review Standards package, copy and paste the following link to your browser;

<http://www.largo.com/egov/apps/document/center.egov?path=doc&id=3324&id2=1288&linked=0>.

### **B. Impact Fees**

Transportation and Water/Sewer Impact Fees are required for new development or any intensification of use for existing property within the City of Largo. They may also apply to certain changes in businesses for existing structures. These fees fund the capital improvements necessary to absorb increases in traffic and/or sewer use and serve residents or users of these developments. Within the city limits, the impact fees for commercial development vary depending upon specific use. Please contact the Planning Division at **(727) 587- 6749** for specific transportation and/or sewer impact fees.

### **C. Building Permits**

A building permit must be obtained prior to beginning any work. Remember that all signs require a building permit as well (see sign section below). Building Permits may be obtained through the City's Building Division and require:

- A Building Permit Application
- Registration of contractors/subcontractors
- Three sets of stamped plans prepared by a State of Florida licensed architect or engineer as required by Florida Statutes 471 and 481, and accompanying documentation such as Florida Product Approval, energy calculations, etc.

Once the building permit application has been completed and the plans prepared, an official submittal may be made to the Building Division. The applicant is required to pay the plan review fee, which is one half of the permit fee, at the time of document submittal. After the submittal, the plans are reviewed by the building and fire plan reviewers. Any deficiencies noted on the plans are sent to the contractor and property owner, in a report, for corrections to be made. Once the deficiencies are corrected on the plans, a resubmittal may be made to the Building Division where the plans will be re-reviewed for code compliance. When the plans are approved by the various reviewers, a building permit will be issued. All permit fees are due when the contractor comes in to pick up the permit.

Now that the permit is issued, the actual construction work may begin. The contractor is required to call for

inspections when an appropriate amount of work has been completed. Once all inspections have been satisfactorily completed, a Certificate of Occupancy can be issued.

#### D. Certificate of Occupancy

Once building construction for your property has been completed and a final building inspection has been performed by a City Building Inspector, a Certificate of Occupancy will be issued for your building. This allows you to legally occupy the building. For questions regarding Certificates of Occupancy, please contact the City of Largo Building Division at **(727) 586-7488**.

#### E. Business Tax Receipt

If your business is located inside the City of Largo, you are required to possess a City of Largo local business tax receipt. The fees for a local business tax receipt are based primarily upon the type of business, as defined using the Standard Industrial Codes (SIC) standard, and the square footage of the business. You are required to complete a local Business Tax Receipt application, and submit it to the City of Largo, at which time a determination will be made on the fees. You can obtain answers to your Business Tax questions by calling our Business Tax Specialist at **(727) 586-7488** or visit us on the web;

<http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

## **VI. Opening Your Doors**

#### Obtaining a Local Business Tax Receipt for your Business

Obtaining a Business Tax Receipt is the final step you need to take in order to open your business to the public. Any person pursuing a trade, business or vocation must pay a Business Tax to the City of Largo prior to conducting business. These taxes must be paid annually by September 30th. A new Business Tax Receipt is also required if the business will be transferring location or ownership, or if a separate branch location of the same business is opened. The application process will assist you in ensuring that all requirements have been met for your location, including the appropriate land use for your type of business.

The following information is required to apply for a Business Tax Receipt:

- Signed application
- Fictitious name or corporation registration

For certain businesses, additional information is required. Please contact our Business Tax Specialist at **(727) 586-7488** or visit us online at <http://www.largo.com/egov/apps/services/index.egov?path=details&action=i&id=15>.

#### Home Based Businesses

Certain types of businesses may be run from your home under regulations that have been established by the City's Code of Ordinances. These regulations state that the business:

- Must be conducted entirely within the residence or accessory structure
- Cannot have any client or customer presence on site
- Cannot use employees or volunteers other than family members residing on premises
- Cannot occupy more than 25% of the home, including storage
- May not have signs advertising the business
- May not use equipment not normally found within the household
- May not conduct sales or services on the premises; mail order is allowed

Home Business Tax Receipts also need to be renewed every year by September 30th. Please contact our Business Tax Specialist for more information and regulations governing home occupations within the City at **(727) 586-7488**.

For more information regarding local business tax, visit Title XIV, Chapter 205 of the [Florida Statutes](#).

## VII. Signs

When the time arrives for you to open your doors to the public, it's important to realize that there are certain rules regulating how you can advertise your business. Before choosing permanent signage for your establishment, please consult the City's sign ordinance (Table 6506 of the Comprehensive Development Code (CDC)), available online at <http://www.largo.com>, or at the Planning Division, to determine what kind of signs are allowed for your business.

### New Signs

The face of all existing signs can be replaced as long as there is no change in the sign area or height. A sign permit for a face change is not required. Any other changes to a sign may require a building permit.

Prior to the issuance of a sign permit, all sign permit applications require a Master Sign Plan showing the design specifications for all existing and proposed signs. This allows staff to determine the area of signage used and of signage still available.

Current sign regulations require all new freestanding signs to be monument signs with a maximum height of eight (8) feet. All existing pole or pylon signs are considered nonconforming and must be replaced by the year 2017 or at the time of site redevelopment.

### Temporary Signs

Before your permanent signage arrives, you are allowed to put up certain temporary signs for your business, including:

- One 32 sq. ft. banner sign – for 15 days
- One inflatable – for 15 days (25' max height and in lieu of signage)

Both require a permit, available at the Building Division.

Signs that are not allowed in the City of Largo include, but are not limited to:

- Animated or flashing signs, except those for message centers
- Portable signs (except "A" frames in the redevelopment district)
- Roof signs
- Snipe signs (temporary signs)
- Bunting, pennants, or streamers

If you have questions regarding any sign you would like to use for your business, please contact the Planning Manager at **(727) 587-6749** or stop by City Hall and meet in person with the Planner on Call.

## VIII. Summary

The City of Largo is excited for you as you start your new venture, and It is our goal to help you succeed. Please contact the numbers listed throughout this information guide regarding any specific questions you may have. Welcome to the City of Largo!

*Our Mission* is to provide superior services that enhance the quality of life and community pride.

*Our Vision* is to be recognized as a vibrant, distinctive community with a dynamic, diverse, innovative, and high-performance workforce that provides superior services through responsible stewardship.

*Our City-Wide Priorities* are to focus on customer service, maintain and improve infrastructure, promote a positive business environment, and promote environmental sustainability and conservation.

# City of Largo, Florida

201 Highland Avenue,

Post Office Box 296, Largo, Florida 33779-0296

## CITY OF LARGO PHONE NUMBERS

### **City Hall**

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Information (727) 587-6700

### **Community Development**

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Building Division (Permits, Inspections, Business Tax, Code Enforcement) (727) 586-7488

Automatic Inspection Request System (AIRS) (727) 587-6711

(727) 587-6712

Economic Development (727) 586-7360

Annexation (727) 586-7360

Engineering (727) 587-6713

Housing (727) 586-7489

Planning and Development (727) 587-6749

### **Environmental Services**

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Collections (727) 507-4465

Environmental Control (727) 518-3077

Wastewater (727) 518-3061

### **Fire Department (Non- Emergency)**

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Administration (727) 587-6714

Fire Prevention/Fire Marshall (727) 587-6714

### **Library**

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Administration/Circulation/Children's Section (727) 587-6715

Adult Services (727) 587-6748

### **Management Services**

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Finance (727) 587-6719

Utility Accounting (727) 587-6761

### **Police Department (Non-Emergency)**

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Communications Center (727) 587-6730

### **Public Works**

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Recycle Center (727) 518-3123

Streets and Drainage (727) 587-6718

Solid Waste (727) 587-6760

### **Recreation, Parks and Arts**

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Administration (727) 587-6720