



The City of Brooksville, Florida

“A Guide to Our City”

WELCOME TO BROOKSVILLE!

The City of Brooksville is pleased to provide you with this *Guide to our City*. We hope it will answer some of the most frequently asked questions about our municipality and its' codes. This publication provides City contact and service information. However, it is only a very brief general guide. To maintain the City's goal of keeping "Green", we encourage you to contact the individual departments with your questions, and to use the City's website at www.cityofbrooksville.us to download forms and applications and to obtain additional current information.

Profile

Historic Brooksville, the County Seat of Hernando County for more than one hundred years, was originally settled about 1845, established in 1856, and officially incorporated on October 13, 1880. Brooksville has an approximate population of 8,000, and is the central city for Hernando County's more than 170,000 residents. Located at the intersections of U.S. 41, U.S. 98 and Florida State Road 50 in Hernando County, Brooksville is about thirty-five (35) miles north of Tampa and fifteen (15) miles east of the Gulf of Mexico and is nestled among beautiful, rolling hills.

The City is a thriving residential-commercial community that has preserved its' original charm. There are several modern medical facilities serving the area, a campus of the Pasco-Hernando Community College is located at the edge of the City, a thriving business section with several shopping centers is a short distance away, and a regional airport is located six miles south of Brooksville. There are three (3) City parks with walking trails, sports, and picnicking facilities, including a nine-hole golf course, an excellent library, and many other desirable features. The famous Weeki Wachee Springs Water Park is located within Hernando County, along with many beautiful, unique communities including Istachatta, Nobleton, Ridge Manor, Spring Hill, Bayport, Hernando Beach and Aripeka that are all just a quick drive from the City of Brooksville.

Government

Brooksville's "Home Rule Charter" was approved by the State Legislature on May 21, 1931. It is a full service City with a Council-Manager form of Government that was adopted in 1979. The Brooksville City Council consists of five (5) members, elected by the citizens of the City for four-year terms, with a two-term limit. The City Council annually elects from among its members a mayor and vice-mayor. City Council meetings are normally held the first and third Monday of the month at 7:00 p.m. in the Council Chambers on the first floor of City Hall, 201 Howell Avenue. You may contact the City Clerk's office at 352-540-3810 or check the City's website for a list of meetings and workshops. The live broadcast of past City Council meetings may be viewed from the County's website by clicking on Video on Demand at www.hernandocounty.us.

The City has a wide range of boards and committees that interested residents may volunteer for by contacting the City Clerk's office or visiting the website to determine vacancies that are available.



A CONDENSED LIST OF CITY CODES

Address Numbers

All residences are required to have address numbers clearly posted on the front of the building. The numbers must be at least three inches (3") high for residential structures and visible from the street or right-of-way. Numbers for commercial properties must be at least six inches (6") high, and must be posted on the front side of the building or on a permanent fixture located in the front yard. The numbers shall be of a color that contrasts to the color of the structure.

Building Permits

The City of Brooksville Building/Permitting Division falls under the auspices of the Community Development Department and is located on the second floor of City Hall. The City has adopted the statewide uniform code known as the *Florida Building Code*, which may be found at www.floridabuilding.org. You may also refer to Chapter 105, Buildings and Building Regulations, of the City's *Code of Ordinances* and Art. X of the City's Land Development Code, both of which may be found on the City's website at www.cityofbrooksville.us, then click on City of Brooksville Code.

A building permit is required to construct, enlarge, alter, repair, move or demolish any building, structure, or any part thereof; or change the occupancy of a building from one group to another; or to install or alter any equipment. Please refer to Chapter 1, Administration, of the *Florida Building Code* for a list of exceptions. Construction without proper permits could result in substantial penalty fees, and the property owner may be required to remove non-permitted improvements. Most forms may be downloaded from the City's website on the home page, by clicking on Departments, Community Development, and Community Development Forms. If you are not sure if the work that you planned requires a permit, call the Building Division at 352-544-8301, Monday through Friday, between the hours of 7:30 a.m. and 4:30 p.m.

Also, make sure any contractor you hire is certified, licensed, and insured and obtains the proper permits. To verify your contractor's license, or report a problem with your contractor to the state, visit www.myfloridalicense.com, or you may call the City's Building Official at the Building Division office.

Certificate of Use Permits

A Certificate of Use permit is required prior to occupancy and change of use of non-residential property. There is a one-time, non-refundable \$100 fee for the Certificate of Use and applicable inspections. Please note that the City has discontinued collecting the annual Occupational License tax from its' business owners. Certificate of Use permit applications may be obtained at the City's Building Division.

Landscaping

In residential areas, property may not become overgrown with grass, weeds, or vegetation to a height of eighteen inches (18") or more from the ground. Most Oaks and certain other native trees over ten inches (10") in diameter are not to be removed without a City permit. Special requirements apply to specimen trees over eighteen inches (18") in diameter. There are a number of exceptions, so please contact the Code Enforcement office at 352-540-3821 for further information.

Swimming Pools

Swimming pools must be maintained in a sanitary condition at all times. All pools must be enclosed by a safety barrier according to the requirements of Chapter 515 of Florida Statutes.

Some acceptable safety barriers include a screened-in patio, a fence or concrete block wall. All doors providing direct access from the home to the pool need to be equipped with a self closing, self catching devise, and all doors and windows must be equipped with an exit alarm.

Vehicles and Parking

Pursuant to the City's *Code of Ordinances*, no abandoned or unattended vehicle may be parked on any public street or private/public property or waterway for more than seventy-two (72) hours. No person shall park any trailer or recreational vehicle (RV) on any street, alley, highway, or other public place within the City except in an emergency or temporary stopping for not longer than one (1) hour. One (1) RV may be stored in a garage or in a rear yard provided it is not being used for a living quarter or to conduct business. One (1) commercial vehicle, not to exceed one and a half (1½) tons, may be parked on residential property that the individual owns or occupies.

Code Summary

The codes explained in this pamphlet provide you with answers to some of the most frequently asked questions about City regulations. However, this is just a brief version of the City's Code. An unabridged copy of the Brooksville Code is available on the City's website at www.cityofbrooksville.us. Remember that code compliance plays an important role in preserving the health, welfare and safety, as well as the aesthetics and property value of our community. Safeguarding these standards can only be accomplished through your cooperation.

SERVICES

Curbside Recycling

The City of Brooksville provides curbside recycle services to it's' residents. All recyclables must be placed in the blue plastic bags provided by the City of Brooksville. You may get these blue bags and a list of the items that can be recycled and those items that are not accepted at the Department of Public Works 352-540-3860 or at customer service at City Hall 352-540-3810. The scheduled days for curbside recycling are the 1st and 3rd Wednesdays of each month. All recycling (plastic, aluminum, tin, newspaper and cardboard) can be put together in the same bags.

Fire and Police

The City of Brooksville maintains its' own law enforcement and emergency services. The Police Department is located at 87 Veterans Avenue (352-540-3800), and the Fire Department's address is 85 Veterans Avenue (352-540-3840). Of course, in an emergency dial 9-1-1 for immediate response.

Funding Incentive Programs

There are various incentives available in the form of tax abatement/reduction and grant(s) from the City of Brooksville and the State of Florida that may be applied for, depending on whether specific qualifications have been met. Please contact the City's Community Development Department at 352-540-3810 or visit the City's website for further information.

Parks/Facilities and Recreation

The City of Brooksville offers many recreational facilities and oversees Tom Varn, Bud McKethan and Russell Street Parks as well as the Jerome Brown Community Center, the Quarry Golf Course, and is also the proprietor of the historic Brooksville Cemetery. Additionally,

biking and hiking activities are available along the new Good Neighbor Trail and Trailhead centrally located at the southeast intersection of Russell and Main Streets at the historic 1885 Brooksville Train Depot and Museum. You may contact the Brooksville Parks and Recreation Department at 352-540-3830 for further information and to obtain a list of classes and activities that are available to City residents. The Park's office is located at 99 Jerome Place.

Along with the recreational facilities listed above, the Brooksville City Hall Art Gallery is on the first and second floors of City Hall and is open to the public Monday through Friday from 8:00 a.m. to 5:00 p.m. The phone number for the Art Gallery Curator is 352-540-3811. There are other activities located in Uptown Brooksville that include a self-guided walking/driving tour of the downtown historic district, Bandshell events, Market on Main Street, the Heritage Museum, and *The Florida Blueberry Festival*. Many other exciting fairs, festivals and events are held throughout the year.

Waste Disposal

City residents receive two weekly garbage pickups, plus one day a week yard waste pickup that are all included as part of the standard service. Please call 352-540-3860 to set up your service and to receive information on the days of service. Further information, including holiday information when garbage pickup is temporarily suspended is posted on the City's website under the Public Works Department.

Water

The Brooksville Public Works Department is responsible for providing safe drinking water, sewage disposal and maintenance of operating plants and equipment. Please call 352-540-3810 for information regarding water and sewer service or stop by the convenient drive-thru service window at City Hall. You may also download an application for water service from the City's website.

Watering Restrictions

In cooperation with the Southwest Florida Water Management District (SWFWMD) and in recognition of the need to conserve water, the City of Brooksville limits unnecessary landscape watering. We appreciate the cooperation of all our residents in complying with the watering regulations. Information on watering rules and requirements may be obtained from the City's Code Enforcement office at 352-540-3810.

You may also call the SWFWMD at 352-796-7211 for information on restrictions and exemptions, or visit the Home Page on the City's website.

OTHER SERVICES

The following services are not regulated by the City of Brooksville; however, local contact information is provided for your convenience:

Animal Control is provided through Hernando County. The Animal Services Division operates and maintains an animal shelter where rescued animals may be adopted, and they enforce the laws to protect the animals of Hernando County. You may also call them if you need to report lost or found animals. Their number is 352-796-5062, and they are located at 19450 Oliver Street. Check their website at www.hernandocounty.us/code/animal.

Bus transportation is provided throughout the City of Brooksville and Hernando County at a minimal fee by "The Bus" system. You may call them at 352-754-4444 or visit their website at www.hernanobus.com for a map and scheduled times in the service area.

Cable, electric, gas, and telephone providers will vary dependant on your location in the City. Some of the main utility companies that service our area are: AT&T (1-800-288-2020); Bright House Network cable/telephone service (352-796-3006); Progress Energy - electric service (800-700-8744); Withlacoochee River Electric Cooperative (352-596-4000); Teco Peoples Natural Gas (352-683-0343). Please check your telephone directory for a complete list of names and phone numbers of local utility service providers.

The Greater Hernando County Chamber of Commerce provides tourist information and networking opportunities for local businesses. Their office is at 15588 Aviation Loop Drive (352-796-0697) and their website is www.hernandochamber.com.

Drivers Licenses for Brooksville residents may be applied for at the Department of Highway Safety and Motor Vehicles, 11319 Ponce de Leon Boulevard (352-754-6760). You may visit the State of Florida's website at www.myflorida.com for further information.

Education information may be obtained by contacting the Hernando County Public School System at 352-797-7000 or on their website at www.hernandoschools.org.

Fishing and Hunting Licenses may be purchased at the Hernando County Tax Collector's Office, 20 North Main Street (352-754-4180), at Wal-Mart, 7305 Broad Street (352-796-5996) or at any of the other Wal-Mart's in the Hernando County area.

Healthcare service can be obtained from various hospitals throughout the County. The main hospitals with 24-hour emergency care are Brooksville Regional Hospital, 17240 Cortez Boulevard (352-796-5111); Oak Hill Hospital, 11375 Cortez Boulevard (352-596-6632); and Spring Hill Regional Hospital, 10461 Quality Drive (352-688-8200).

Homestead Exemptions and other exemptions, along with property information, may be obtained at the Hernando County Property Appraiser's Office in the Courthouse at 20 North Main Street (352-754-4190). Their website is www.hernandocounty.us/pa/.

The Library within the Brooksville City limits is the Hernando County Main Library located at 238 Howell Avenue (352-754-4043). There is a list of additional satellite libraries located throughout Hernando County that may be accessed at www.hcpl.lib.us.

Marriage Licenses and Passports are available from the Hernando County Clerk of Circuit Court Office at 20 North Main Street (352-540-6768). Their website is www.hernandoclerk.com.

Media information may be found through several newspapers serving the Brooksville area. Local editions of the Tampa Tribune/Hernando Today (352-544-5200) and the St. Petersburg Times/The Hernando Times (352-754-6100) are published daily. WWJB, 1450 AM/99.9 FM, is the local radio station (352-796-7272).

U.S. Post Office locations serving the City of Brooksville located at 207 East Fort Dade Avenue, and 19101 Cortez Boulevard. The local phone number is 352-796-1045.

Vehicle Registration for Brooksville residents may be obtained at the Hernando County Tax Collector's Office, 20 North Main Street (352-754-4180). The website is www.hernandocounty.us/tc.

Voter Registration for Brooksville residents may be applied for at the Hernando County Supervisor of Elections Office, 20 North Main Street (352-754-4125), and the website is www.hernandovotes.com.

Please remember that this is only a brief listing of services available to Brooksville residents and visitors. We encourage you to visit and search the City of Brooksville website at www.cityofbrooksville.us, the Hernando County website at www.hernandocounty.us, and the State of Florida website at www.myflorida.com.



FREQUENTLY CALLED TELEPHONE NUMBERS AT-A-GLANCE

<u>City of Brooksville Government:</u>		<u>Hernando County/State of Florida (cont.):</u>	
Administration	352-540-3810	Chamber of Commerce	352-796-0697
Building Division	352-544-8301	Drivers Licenses	352-754-6760
Code Enforcement	352-540-3810	Education Information	352-797-7000
Community Develop.	352-540-3810	Fishing/Hunting	352-796-5996
Finance	352-540-3810	Health Department	352-540-6800
Fire	352-540-3840	Homestead Exemptions	352-754-4190
Parks & Recreation	352-540-3830	Marriage Licenses	352-540-6768
Police	352-540-3800	Passports	352-540-6768
Public Works	352-540-3860	Property Appraiser	352-754-4190
		Public Records	352-540-6768
		Tax Collector	352-754-4180
		Tourism	352-540-4323
		US Post Office	352-796-1045
		Vehicle Registration	352-754-4180
		Veterans Services	352-754-4033
		Voter Registration	352-754-4125
<u>City of Brooksville Facilities:</u>		<u>Others:</u>	
Art Gallery	352-540-3811	_____	
Cemetery	352-540-3806	_____	
Community Center	352-540-3835	_____	
Golf Course	352-540-3807	_____	
Library	352-754-4043	_____	
<u>Hernando County/State of Florida:</u>			
Airport	352-754-4061		
Animal Control	352-796-5062		
Bus Transportation	352-754-4444		