



CITY OF CORAL GABLES  
DEVELOPMENT SERVICES DEPARTMENT  
CODE ENFORCEMENT DIVISION  
427 Biltmore Way, Suite 100  
Coral Gables, FL 33134

9489 0090 0027 6516 8229 65

October 24, 2024

Via Certified Mail

THE RIVIERA ISLES LLC PERKINS PROPERTIES  
6245 SW 117 TER  
Miami, FL 33156

Re: Ticket No. TICK-24-05-17378  
Address of Violation: 1252 S. Alhambra Circle

Dear Property Owner:

This letter is in response to your request for a hearing to appeal the above citation, issued by Code Enforcement Officer Lynn Schwartz (Terri Sheppard), on 5/20/24 for :

Sec. 82-29. - Permits generally. (d)Pruning of trees on private property. Pruning tree limbs ten inches or more in diameter on private property requires a tree permit from the tree preservation agency. Pruning of branches four inches in diameter or greater must be done by a qualified tree trimmer. Pruning of trees may also be done by the property owner with assistance as needed by assisting labor. (Ord. No. 2017-45, § 2(Att. A), 12-5-2017)

TO WIT: Tree removal on private property with required approval/permit. Must contact Greenspace Management for canopy restoration.

Your case has been scheduled to be reviewed by the hearing officer on Wednesday, November 6, 2024. The administrative hearing will begin at 9:00 a.m. in the Commission Chambers, City Hall, 2<sup>nd</sup> Floor, 405 Biltmore Way, Coral Gables, Florida 33134.

At that time, you should be prepared to present all evidence in your defense. You have the right to obtain an attorney, at your own expense, to represent you at the hearing.

Failure to appear at the hearing may result in a guilty by default finding by the hearing officer. If you are found guilty, please be advised an administrative fee of \$108.75 will be assessed in addition to the amount of the citation.

Requests for continuance must be received in writing at least (10) ten days prior to the hearing and should include sufficient explanation with regards to the continuance request.

*Please be advised that if someone other than the property owner, who was given the above referenced citation will be requesting*



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*an appeal or responding before the ticket hearing officer, he or she must provide at the time of the appeal or at time of the hearing a power of attorney from the person who was issued the citation. The power of attorney must be specific, reference the citation number, name the person who will be responding and be signed and notarized. If the property cited is owned by a corporation, a copy of the corporate resolution or minutes identifying that the person who signed the power of attorney is required.*

Please make arrangements to comply with these requirements prior to attending the hearing.  
If you have any questions or are requesting a continuance, please contact: (305) 460-5266.

Thank you for your cooperation in this matter.

*Terri Sheppard*

Sincerely,  
Terri Sheppard

NOTE: IF YOU SHOULD NEED A TRANSLATOR, YOU MUST BRING ONE AT YOUR EXPENSE.

NOTA: SI USTED NECESITA UN TRADUCTOR, USTED DEBE TRAER UNO CON USTED A SU COSTO.