

639 Velarde Ave
May 4, 2023



CITY OF CORAL GABLES
Code Enforcement Division
427 Biltmore Way, 2nd floor

Before the Code Enforcement Board
in and for the City of Coral Gables
Dade County, Florida

91 7108 2133 3932 5953 4505

Summons to Appear

The City of Coral Gables
vs

Case #: NOVI-22-05-0421

ZONIA L DEL PORTILLO
639 Velarde Avenue
Coral Gables, FL 33134-7044

NOVI-22-05-0421

Folio: 0341170043320

You, as the Owner and/or Occupant of the
premises at:

639 Velarde Avenue

are in violation of the following sections of the City Code of the City of Coral Gables:

Exterior Alterations without Permit - Section 14-202 B. Zoning permit.
No person shall commence or cause to be commenced any miscellaneous work, which does not otherwise require a building permit, which affects the aesthetics, appearance, or architectural design of any structure, site or site improvements until an application for a zoning permit therefore has been previously filed with the Development Services Department. No such miscellaneous work which affects the aesthetics, appearance, or architectural design of any structure, site or site improvements shall commence until a permit has been issued by the City in every case where the cost of such proposed work exceeds five hundred (\$500) dollars in labor and materials. All work done under and pursuant to any zoning permit shall conform to the approved plans and/or specifications.

Code Enforcement Officer Comments: Installing french doors on front of house and windows on second floor facing east.

The following steps should be taken to correct the violation:

Remedy:

Must obtain all permits and approvals.

As a result of the above violation(s), a complaint has been filed against you and you are hereby commanded to appear before the Code Enforcement Board for a hearing on 5/17/2023 at 8:30AM in the Commission Chambers, located on the second floor of:

City Hall
405 Biltmore Way
Coral Gables, FL 33134

This is your notice to appear at said time and place. Failure to do so will result in the matter being heard in absentia. An administrative fee of \$108.75 will be assessed at the time of your hearing.

Please be advised that if someone will be attending the hearing on your behalf, he or she must provide a power of attorney from you at the time of the hearing.

05-04-2023 04:25 PM



639 Valencia Ave
APRIL 2023
By: [Signature]
Notary Public
Nov 22 05 01

05-04-2023 04:25 PM