
I. INTRODUCTION:

THE HISTORIC PRESERVATION PROGRAM IN THE CITY OF CORAL GABLES

The City of Coral Gables, Florida, has provided for the identification and protection of its unique heritage through the enactment of a Historic Preservation ordinance. The City's Historic Preservation Department which administers the program has as its primary goal the preservation of structures, sites, objects, and districts within the City of Coral Gables which reflect architectural, historical, and or cultural significance. This goal is accomplished through the Local Historic Landmark and Local Historic District designation program and through listing in the National Register of Historic Places.

CORAL GABLES HISTORIC PRESERVATION ORDINANCE

The City of Coral Gables adopted its first Historic Preservation ordinance in 1973 in response to the community's growing concern for safeguarding its irreplaceable historic resources. In 1984, a revised and expanded Historic Preservation ordinance was enacted by the City Commission and made a part of the City Code. This revised ordinance added further protective provisions and established the Historic Preservation Board. In 1990 certain sections were added which included the process for National Register Nomination review and a list of definitions. Further, the description of who may apply for local historic designation was broadened, and the requirements for the deposition of the site following demolition of a historic landmark were amended.

The Historic Preservation ordinance was moved from the City Code to the Zoning Code in 2003 and its language updated. Provisions were introduced for the demolition of any property within the boundaries of the City of Coral Gables, for violations, and for the Historic Preservation Board to grant variances. In 2007, with the adoption of the Zoning Code revision, the Historic Preservation ordinance was strengthened and expanded to include ad valorem tax relief for certain historically designated commercial properties. Additionally a section was added addressing demolition by neglect.

THE HISTORICAL RESOURCES DEPARTMENT

The Historical Resources Department and the Historic Preservation Board are responsible for identifying significant properties for listing in the local and national historic registers and for reviewing modifications, additions, and alterations to locally designated properties. Further, the Historical Resources Department initiates grant proposal which compete for state and federal monies to help fund local preservation projects, and is active in preservation education within the community.

THE HISTORIC PRESERVATION BOARD

The Preservation Board is a quasi-judicial body composed of nine members, with seven members appointed by the City Commission and one member appointed by the City Manager. Those members select an additional member, who is confirmed by the City Commission. Members of the Historic Preservation Board are required to be residents of Coral Gables for at least five years prior to their appointment. The members serve without compensation for a two-year term. The six appointments made by the City Commission and the City Manager must include at least a registered architect; an historian or architectural historian; a certified city planner or registered landscape architect; a professional in the field of real estate, development or licensed general contractor; a certified public accountant or an executive with a financial institution; and an attorney. Special advisors may be appointed by the City Commission upon recommendation by the Historic Preservation Board.

II. THE CORAL GABLES REGISTER OF HISTORICAL PLACES

DEFINITION:

The Coral Gables Register of Historic Places is a listing of locally designated buildings and districts significant to Coral Gables' history.

PROCESS:

Proposals for designation of potential historic landmarks may be submitted to the Historical Resources Department by any citizen who provides information which illustrates that the property meets the established criteria for listing. The Historic Preservation Board then conducts a public hearing to determine whether or not the property possesses sufficient historical, cultural, aesthetic or architectural significance to qualify for listing in the Coral Gables Register. Initially, the property must be at least fifty (50) years old or older to qualify for listing. The property may be considered significant if it can be associated with persons or events which have made an impact on our community, or if the property is deemed to possess architectural distinction. If the Board votes in favor of the historic designation, an ordinance is enacted which designates the property as a local historic landmark and lists it in the Coral Gables Register of Historic Places. For each of the public hearings the property owner is notified and encouraged to attend.

EFFECTS OF LISTING IN THE CORAL GABLES REGISTER OF HISTORIC PLACES:

Listing in the Coral Gables Register recognizes the importance of historic resources to our community. In order to insure their protection and encourage their preservation by private owners, the administrative processing of building permits is also referred to the Historical Resources Department for the following:

1. Certificates of Appropriateness

Properties listed in the Coral Gables Register are subject to either Historic Preservation Board review or Historic Preservation Division staff review before building permits may be issued for exterior alterations. This process occurs as a result of an application for a "Certificate of Appropriateness".

2. Variances from the Zoning Code

The City of Coral Gables recognizes that many of the older, significant properties were constructed prior to the enactment of some of the provisions in the Zoning Code and; therefore, are frequently in noncompliance with the provisions of the Code. As a result, many times when owners wish to make additions or modifications to their properties, they find that variances from the Zoning Code are necessary in order to maintain the distinctiveness of the setting and architecture.

The Historic Preservation Board may grant variances in order to insure the architectural continuity of a historic property. This process may occur when an owner applies for a "Special Certificate of Appropriateness".

3. Local Tax Incentives

A property may be eligible for ad valorem tax incentives from both that portion of the taxes levied by Metropolitan Miami-Dade County, and the City of Coral Gables. The incentive provides for ad valorem taxes to be frozen at the rate paid prior to any improvements for ten (10) years.

Owners of properties which are listed in the Coral Gables Register (or National Register) either individually, or that contribute to the significance of a historic district are eligible to apply.

Owners must accomplish the improvements in accordance with the "Secretary of the Interior's Standards for Rehabilitation" and enter into a covenant with the City of Coral Gables and Miami-Dade County stipulating that they will maintain those improvements for the duration of the exemption period.

(Further information and sample application form for the tax exemption described is contained elsewhere in this manual).

APPENDIX A

DEFINITIONS

The following definitions are frequently encountered when addressing historic preservation-related matters. The definitions provided include concepts that are widely accepted on the local, State and National levels.

Adaptive Use: means the process of converting a building to a use other than that for which it was designed, e.g. changing a factory into an apartment building. Such a conversion should be accomplished so as not to change the basic character-defining features of the original building.

Addition: means a construction project located on the exterior of a historic building, structure, or property.

Alteration: means any change affecting the exterior appearance of an existing improvement by additions, reconstruction, remodeling, partial demolition or maintenance involving change in color form, texture or materials, or any such changes in appearance of specially designated interiors.

Applicant: means an individual or group who provides sufficient written information to the Historical Resources Department staff to ascertain that the property meets the minimum eligibility requirements for local historic designation or in the case of a request for a Certificate of Appropriateness (COA) the property owner, or authorized representative of the property owner.

Archaeological Site: means a single specific location which has yielded or is likely to yield information on local history or prehistoric history. Archaeological sites may be found within historic sites or historic districts.

Archaeological Zone: means a geographically defined area, designated pursuant in this article, which may reasonably be expected to yield information on local history or prehistoric history based upon broad prehistoric or historic settlement patterns and including items such as clothing, buckles, pottery, and house wares.

Auxiliary Structure: means a structure other than the main building (whether originally incorporated, or added at a later date) typically found in conjunction with a Coral Gables Cottage include, but are not limited to, the following: Garage, Screened enclosures, Wood deck/trellises, Guest house, Greenhouse and Swimming pool.

Board: means the Historic Preservation Board.

Building: means a structure or an edifice designed to stand permanently and intended for use, occupancy or ornamentation.

Building Site: means a parcel of land having one or more platted lots, and not less than the minimum area permitted by Code for a building to be erected upon. Also included as a building site are parcels of land approved by the City under a "Unity of Title" agreement. The City's Building and Zoning Department determines whether or not a specific property may be considered a building site.

Certificate of Appropriateness (COA): means a written document, issued pursuant to this article, permitting specified alterations, demolitions, additions, or other work to a designated historic landmark or contributing or non-contributing building within a designated historic landmark district. There are two types, Standard and Special.

- **Standard Certificate of Appropriateness:** means those certificates based on such specific guidelines and standards as may be officially adopted by the Historic Preservation Board and for which issuance has been authorized by such board upon findings by the board's staff that proposed actions are in accord with such official guidelines and standards.
- **Special Certificate of Appropriateness:** means those certificates involving the demolition, removal, reconstruction, alteration or new construction at an individual site or in a district, which requires determination by the Historic Preservation Board before such certificate can be issued.

Certified Local Government (CLG): means a program administered by the U. S. Department of the Interior which enables communities to have a more direct part in the federal historic preservation program. The program is administered by the Florida Division of Historic Resources, Florida Department of State.

Contributing Building or Property: means a building or property contributing to the historic significance of a district which by location, design setting, materials, workmanship, and association adds to the districts sense of time, and place, and historic development.

Coral Gables Register of Historic Places: means a listing of the properties within the City that have been designated as local historic landmarks or local historic landmark districts.

Demolition: means the act or process of wrecking, destroying, or removing any building or structure or any part thereof.

Designated Exterior: means all outside surfaces of any improvement listed in the designation report as having significant value to the historic character of the building, structure or district.

Designation Report: means a document prepared by the historic landmark officer for all properties or districts which are proposed for local historic designation. The designation report includes the boundaries of the proposed historic property or district, a summary of its historic significance, and contains location maps and a review guide which describes the physical characteristics of the property or district.

Excavation: means the removal or shifting of earth from its original position.

Exterior: means all outside surfaces of any building or structure.

Ground Area Coverage: means the total ground area, or "footprint", occupied by a residential structure and/or its auxiliary structures. Ground area coverage is measured in square feet and is calculated from the outside of the exterior wall, including all overhang areas greater than five (5) feet in depth. Separate ground area coverage calculations are necessary for the property's residence by itself, and for the residence including all auxiliary structures.

Half-Story: means a space a sloping roof which has the line of intersection of roof decking and wall face not more than three (3) feet above the top floor level and in which space no more than two-thirds ($\frac{2}{3}$) of the floor area is finished for use. A half-story containing independent apartments or living quarters shall be counted as full story.

Height of Building: means the measured vertical distance from the established grade to the highest point of the building.

Historic Landmark: means any site, building, structure, landscape feature, improvement, or archaeological site, which property has been designated as an historic landmark pursuant to procedures described in this article.

Historic Landmark District: means a geographically defined area possessing a significant concentration, linkage, or continuity of landmarks, improvements, or landscape features united by historic events or aesthetically by plan or physical development, and which area has been designated as an Historic Landmark pursuant to procedures described in this article; said district may have within its boundaries non-contributing buildings or other structures that, while not of such historic and/or architectural significance to be designated as landmarks, nevertheless contribute to the overall visual character of the district.

Historic Landmark Officer: means the City of Coral Gables Historic landmark officer as provided for herein or his/her officially authorized representative.

Historic Preservation Board: means the local review board consisting of residents of the City.

Historic Survey: means the results of a systematic process of identifying significant buildings, sites and structures through visual reconnaissance and research for compilation in the Florida Master Site File maintained by the Bureau of Historical Resources, Tallahassee, Florida.

Improvement: means any building, structure, fence, gate, wall, walkway, parking facility, light fixture, bench, fountain, sign, work of art, earthworks, or other manmade objects constituting a physical betterment of real property, or any part of such betterment.

Infill: is descriptive of buildings that have been designed and built to replace missing structures or otherwise fill gaps in the streetscape. Infilling can mean replacing a house destroyed by fire, for example. Infill architecture should be compatible in such elements as height, proportion, and materials.

Landscape Feature: means any improvement or vegetation including, but not limited to, outbuildings, walls, courtyards, fences, shrubbery, trees, sidewalks, planters, plantings, gates, street furniture and exterior lighting.

Multiple Property Nomination: means a group of related significant properties which share common themes, and are organized by historic contexts and property types.

National Register of Historic Places: means a federal listing maintained by the U.S. Department of the Interior of buildings, sites, structures, and districts that have attained a quality of significance as determined by the Historic Preservation Act of 1966, as amended.

Non-contributing Building or Property: means a building or property which does not add to the district's sense of time and place and historical development; or one where the location, design, setting, materials, workmanship, and association have been so altered or have so deteriorated that the overall integrity of the building has been irretrievably lost. Unless otherwise specified, exterior alterations, additions, demolitions, etc. to non-contributing structures or properties within historic landmark districts shall be reviewed and approved by the Historic Preservation Board and/or Historical Resources Department.

Ordinary Maintenance or Repair: means any work for which a building permit is not required by law, where the purpose and effect of such work is to correct any physical deterioration or damage of an improvement, or any part thereof by restoring it, as nearly as practical, to its appearance prior to the occurrence of such deterioration or damage.

Preservation: means the act or process of applying measures to sustain the existing form, integrity, form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials and vegetation.

Reconstruction: means the process of reproducing by new construction the exact form and detail of a demolished building, structure or object as it appeared at a certain point in time.

Rehabilitation: means the process of repairing or altering a historic building or structure so that an efficient contemporary use is achieved, while preserving those significant, historical architectural or cultural features which establish the character of the property.

Relocation: means the act of preserving a historic structure which cannot remain on its existing site by physically moving it to a new location.

Restoration: means the act of accurately recovering the form and details of a property as it appeared at a particular period of time, which may involve the removal of later additions or alterations, or the replacement of missing features.

Review Guide: means the component of the designation report prepared by the historic landmark officer, which lists some of the more prominent features, which contribute to the overall character of a structure and/or district. The review guide may be used to address the impact of new construction, additions, modifications, alterations, and/or renovations which may become the subject of some future Certificate of Appropriateness or to address the existing physical characteristics, and may be used to determine whether or not elements which create the character of the structure and/or district are present, or whether subsequent changes to the property have rendered it ineligible for listing.

Secretary of the Interior's Standards for Rehabilitation: (Revised March, 1990) means measures which provide guidance on the sensitive rehabilitation of a historic property. The ten (10) standards generally address design issues which include: character defining elements; changes which have occurred over the course of the property's history; desirable approaches to the repair of damaged features; appropriate cleaning methods; archaeological resources; and new construction in connection with a historic property.

Setback: means the minimum horizontal distance between the lot property line and the nearest front, side or rear line of the building (as the case may be), including terraces or any covered projection thereof, excluding steps.

Setback Encroachment: means any portion of a residential or auxiliary structure(s) which extends into the property's minimum setback.

Stabilization: means the act or process of applying measures necessary to reestablish the stability of unsafe, damaged, or deteriorated property while retaining the essential form as it exists at present.

Structure: means a combination of materials to form a construction for use, occupancy, or ornamentation, whether installed on, above, or below the surface of land or water.

Transfer of Development Rights (TDR): means the transfer of unused development rights or undeveloped floor area from lots containing a designated historic landmark or within a designated historic landmark district in order to encourage historic preservation and to provide an economic incentive to property owners.

Undue Economic Hardship: means an exceptional financial burden that would amount to the taking of property without just compensation, or failure to achieve a reasonable economic return in the case of income producing properties.

Variances: means an exception to certain development standards such as setbacks, building height, lot dimensions and other zoning code requirements as included in the "Zoning Code".

APPENDIX B

USEFUL REFERENCES

SOURCES ON CORAL GABLES

HISTORY

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Promotional brochure. Mary Helm Clarke. Coral Gables: Parker Art Printers, 2nd printing, 1951.

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Promotional brochure. Compiled by William F. Havens. Miami: The Hefty Press, c. 1926.

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Resourceful Rehab: A Guide for Historic Buildings in Dade County.

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The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

U.S. Department of the Interior, National Park Service. Washington, D.C.: U.S. Government Printing Office.

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J. Henry Chambers. Washington, D.C.: National Park Service, Department of the Interiors. 1976.

Preservation Briefs.

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SOURCES ON HISTORIC PRESERVATION

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A Field Guide to American Houses

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NATIONAL AND FEDERAL ORGANIZATIONS

National Park Service Regional Office Southeast Region

100 Alabama Street, SW
1924 Building
Atlanta, GA 30303
404-562-3100
<http://www.nps.gov/history/preservation.htm>

National Trust for Historic Preservation Southern Regional Office

William Aiken House
456 King Street
Charleston, SC 29403
843-722-8552
Fax 843-722-8652
E-mail: sro@nthp.org

STATE ORGANIZATIONS

State Historic Preservation Office Department of State

Bureau of Historic Preservation Division of Historical Resources

R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-0250
850-245-6333
800-847-7278
Fax: 850-245-6437
<http://www.flheritage.com>

Florida Trust for Historic Preservation National Trust Statewide Partner

P.O. Box 11206
Tallahassee, Florida 32302
850-224-8128
FAX 850-224-8159
<http://www.floridatrust.org>
E-mail: information@floridatrust.org

LOCAL HISTORIC PRESERVATION OFFICES/ORGANIZATIONS

City of Coral Gables Historic Preservation

P.O. Box 141549
Coral Gables, Florida 33114
305-460-5093
<http://www.coralgables.com>

Miami-Dade Historic Preservation Division

Stephen P. Clark Center
111 N.W. 1st Street, Suite 695
Miami, Florida 33128
305-375-3471
<http://www.miamidade.gov/hp/home.asp>

Dade Heritage Trust

190 Southeast 12 Terrace
Miami, Florida 33131
305-358-9572
FAX 305-358-1162
<http://www.dadeheritagetrust.org>
E-mail: info@dadeheritagetrust.org