



## CITY OF CORAL GABLES

Code Enforcement Division  
427 Biltmore Way, Suite 100

91 7108 2133 3932 7047 4446

### Summons to Appear



SCAN ME  
Need to search or  
appeal your citation?

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

August 29, 2025

Case #: NOVI-25-05-10304

Folio: 0341080013720

The City of Coral Gables  
vs

**BARBARA SAENZ**  
**PO BOX 144963**  
**CORAL GABLES, FL 33114**

Our records indicate that you, as the Owner and/or Occupant of the premises at:

**638 ALHAMBRA CIR**

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

**Sec. 105-250. - Weather and watertightness. Every structure used for human habitation shall be so maintained that it will be weather and watertight. Exterior walls, roofs and all openings around doors, windows, chimneys and all other parts of the structure shall be so maintained as to keep water from entering the structure and to prevent undue heat loss. Damaged materials must be repaired or replaced. All parts of the structure that show evidence of dry rot or other deterioration shall be repaired, replaced and refinished to be in conformity with the rest of the structure. Window panes permitting entrance of water shall be replaced. (Code 1958, § 16A-26; Code 1991, § 12-168; Code 2006, § 105-279; Ord. No. 1142, § 3.3, 7-14-1959)**

**The following steps need to be taken to correct the violation:**

Remedy: Must repair window and maintain property at all times. Obtain necessary permits, approve and final.

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 9/17/2025 at 08:30 AM in the Commission Chambers, located at:

**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.

If this notice pertains to failure to maintain a historic structure, please be advised that:

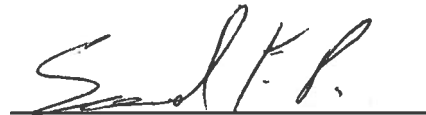
- You may be subject to substantial fines that may not be mitigated
- You may also be required to repair or restore the historic structure.
- If the historic structure is allowed to deteriorate to the point where it must be demolished:
  - The City Code requires that you replace the structure with a similar historically appropriate structure; and
  - The property will no longer qualify for an historic preservation tax exemption

Kesi Young

Code Enforcement Officer

305-561-1012

[kyoung@coralgables.com](mailto:kyoung@coralgables.com)



Code Enforcement Board Clerk