



The City of Coral Gables

Historical Resources Department

December 4, 2013

Susana Menendez Revocable Trust
c/o Juan Carlos Menendez
2622 Country Club Prado
Coral Gables, FL 33134

Re: Certificate of Appropriateness

Dear Mr. Menendez:

This letter is to confirm the results of the review by the Historical Resources Department. On December 2, 2013 an application for a Standard Certificate of Appropriateness was approved by the Historical Resources Department for the installation of a new roof and tile on the property at 2622 Country Club Prado, a local historic landmark. Because the work does not significantly alter the character of the existing historic structure, the matter was deemed appropriate for administrative review.

The proposed work does not destroy or detract from the integrity of the historic building, and is minimal in impact, which is entirely consistent with the Secretary of the Interior's Standards for Rehabilitation. Therefore, a Standard Certificate of Appropriateness is issued.

Please be advised that any changes or alterations to the approved plans will need to be submitted to this office for a revision to the Certificate of Appropriateness. Should you have any questions regarding this matter please do not hesitate to contact the office.

Sincerely,

A handwritten signature in black ink, appearing to read "Kara Kautz".

Kara N. Kautz
Assistant Historic Preservation Officer

Enclosed: Certificate of Appropriateness

cc: File COA (ST) 2013-137
Chairman, Historic Preservation Board
Walter Foeman, City Clerk
Jane Tompkins, Development Services Director
Manny Lopez, Acting Building Director
Virginia Goizueta, Plans Processor Lead

HISTORICAL RESOURCES DEPARTMENT - HISTORIC PRESERVATION DIVISION 405 BILTMORE WAY, CORAL GABLES, FLORIDA 33134

Inspection Schedule for
Scheduled for
MISCELLANEOUS WORK

Permit# BL-13-12-2318 Address 2622 COUNTRY CLUB PRADO Owner's Name SUSANA MENENDEZ TRS SUSANA MEN

Job Description
INSTALL ROOF STRAPS

Contractor EAGLE ENTERPRISES ROOFING INC License # CCC1327519
Contact Name YAN ARAMIS PEREZ Contact Telephone Number (305) 887-7976

Master Permit# BL-13-12-1994
Type: hi773 FINAL HISTORICAL (BLDG PERMIT)

Time: 09:40

Notes:

Contact:

Phone:

Comments:

Per structural inspection

Approved ☒ Rejected ☐ Cancelled ☐ PA ☐ Re-inspection Fee ☐ OK for TCO ☐ Waived ☐

Inspector's
Signature: David M. Garcia

ID #: _____

Scheduled
Start Date: _____

Inspector's
Name: DAVID M. GARCIA

Inspector's Telephone Number: _____



CITY OF CORAL GABLES
BUILDING AND ZONING DEPARTMENT

Permit Application

BL 12/23/13

THE FOLLOWING MUST BE COMPLETED BY APPLICANT ACCORDING TO FS 713.45

Permit Type: <input checked="" type="checkbox"/>	
Building	<input type="checkbox"/>
Electrical	<input type="checkbox"/>
Mechanical	<input type="checkbox"/>
Plumbing	<input type="checkbox"/>
Roofing	<input checked="" type="checkbox"/>
Misc.	<input type="checkbox"/>
App.	<input type="checkbox"/>

Master Permit #: *AD-1312-1524*
Control #:

Project Information: <input checked="" type="checkbox"/>	
Commercial:	<input type="checkbox"/>
Residential:	<input type="checkbox"/>
Linear Feet:	<input checked="" type="checkbox"/>
Square Feet:	<input checked="" type="checkbox"/>
Value of Work:	<i>3000.00</i>

WORK (PRINT):

*MISSING STRAPPS
ACCORDING SFBC
IN 1994*

PROPERTY LOCATION:

Address: *2622 Country Club Road
Coral Gables*
Folio #: *03-418-002-1190*
Lot: Block:
Subdivision:
Plat book: Page:

OWNER:

*Remendez Revocable Trust
Ponce de Leon Blvd #410
Coral Gables FL 33134*

CONTRACTOR:

EAGLE ENTERPRISES DORIS
Address: *PO Box 136 CT*
City/State/Zip: *Miami FL 33183*
License No.: *ACC 1327519* Telephone No.: *(305) 519-1221*

ENGINEER:

Name: *N/A*
Address:
City/State/Zip: Tel.:

MORTGAGE LENDER:

N/A
Name:
Address:
Telephone No.:

I certify that no work has commenced prior to the issuance of a permit and that all work will be in accordance with all laws regulating the construction in the City of Coral Gables. I understand that a separate permit must be secured for ELECTRICAL, PLUMBING, MECHANICAL, BOILERS, TANKS, AIR CONDITIONERS, ROOFING, AWNINGS, ETC. The Historical Resources Department's approval is required prior to the issuance of a permit.

Failure to record a notice of commencement may result in you paying twice for improvements to your property. If you intend to obtain financing, consult your attorney before recording your notice of commencement.

I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

Signature of Qualifier: *[Signature]*
The foregoing instrument was acknowledged before me this *13* day of *December* 20*13* by *[Signature]*
Notary Public State of Florida

Building & Zoning Department
405 Biltmore Way, Third Floor
Coral Gables, Florida 33134
Tel: 305-460-5235
Fax: 305-460-5261
www.coralgables.com

OK
Historic
Design
12/16/13



CITY OF CORAL GABLES
BUILDING AND ZONING DEPARTMENT

Permit Application

BOARD OF ARCHITECTS
APPROVED
For Architectural Design Only
12/13/13
12/13/13
12/13/13

MCOL #

ALL OF THE FOLLOWING MUST BE COMPLETED BY APPLICANT ACCORDING TO THE

Permit Type:	<input checked="" type="checkbox"/>
Building	
Electrical	
Mechanical	
Plumbing	
Roofing	
Misc.	
App.	
Date	12/13/13

Master Permit #: 13852
Control #: 13852

Project Information:	<input checked="" type="checkbox"/>
Commercial:	
Residential:	<input checked="" type="checkbox"/>
Linear Feet:	<input checked="" type="checkbox"/>
Square Feet:	3121 <input checked="" type="checkbox"/>
Value of Work:	\$1000.00 <input checked="" type="checkbox"/>

DESCRIPTION OF WORK (PRINT):

ROOF Replace Pitch Roof with
BARREL Clay Tile and FLAT ROOF
Built Top:
ZION TILES / ALHAMBRA HANDMADE
Color: TERRACOTTA

PROPERTY LOCATION:

Address: 2622 Country Club PRADO

Folio #: 03-4118-002-1190

Lot: 11, 12, 13 Block: 14

Subdivision: Section D

Plat book: 25 Page: 74

PROPERTY OWNER:

Name: SUSANA MENEZES DEVOCA TRUST
Address: 2622 Country Club PRADO
City/State/Zip: CG, FL 33134
Telephone No.: 305-4397520

CONTRACTOR: EAGLE ENTERPRISES

Address: 8001 SW 136 CT
City/State/Zip: Miami FL 33183
License No.: 0001327519
Telephone No.: (305) 519-1221

ARCHITECT:

Name: N/A
Address:
City/State/Zip: Tel.:

ENGINEER:

Name: N/A
Address:
City/State/Zip: Tel.:

BONDING:

Name:

MORTGAGE LENDER:

Name:



Building & Zoning Department
 15 Biltmore Way, Third Floor
 Coral Gables, Florida 33134
 Tel: 305-460-5235
 Fax: 305-460-5261
 www.coralgables.com

CITY OF CORAL GABLES
BUILDING AND ZONING DEPARTMENT

Permit Application

2013 DEC -2 AM 9:09

CITY OF CORAL GABLES
 HISTORICAL RESOURCES

AB/321524

MCOL #

ALL OF THE FOLLOWING MUST BE COMPLETED BY APPLICANT ACCORDING TO FS 713.35

Date: _____

Application #: _____

Permit Change:	<input checked="" type="checkbox"/>
Change of Contractor	
Permit Extension	
Permit Renewal	
Permit Revision	
Permit Supplement	

Permit Type:	<input checked="" type="checkbox"/>
Building	
Electrical	
Mechanical	
Plumbing	
Roofing	<input checked="" type="checkbox"/>
Misc.	
App.	Date

Master Permit #: _____

Control #: _____

Project Information:	<input checked="" type="checkbox"/>
Commercial:	
Residential:	<input checked="" type="checkbox"/>
Linear Feet:	<input checked="" type="checkbox"/>
Square Feet: 3121	<input checked="" type="checkbox"/>
Value of Work: 81000.00	<input checked="" type="checkbox"/>

DESCRIPTION OF WORK (PRINT):
 ROOF Replace Pitch Roof with
 Barrel Clay Tile and Flat Roof
 Built Top.

PROPERTY LOCATION:
 Address: 2622 COUNTRY CLUB PIADO
 Folio #: 03-4118-002-1190
 Lot: 11, 12, 13 Block: 14
 Subdivision: Section D8
 Plat book: 25 Page: 74

PROPERTY OWNER:
 Name: SUSANA MENDOZA DE VILLO
 Address: 2622 COUNTRY CLUB PIADO
 City/State/Zip: CG, FL 33134
 Telephone No.: 305-4397520

CONTRACTOR: EAGLE ENTERPRISES
 Address: 8001 SW 136 ST
 City/State/Zip: Miami FL 33183
 License No.: 0001327519
 Telephone No.: (305) 519-1221

ARCHITECT:
 Name: N/A
 Address: _____
 City/State/Zip: _____ Tel.: _____

ENGINEER:
 Name: N/A
 Address: _____
 City/State/Zip: _____ Tel.: _____

BONDING:
 Name: _____
 Address: _____
 Telephone No.: _____

MORTGAGE LENDER:
 Name: _____
 Address: _____
 Telephone No.: _____

Application is hereby made to obtain a permit to do work and installations as indicated. I certify that no work has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating the construction in the City of Coral Gables. I understand that a separate permit must be secured for ELECTRICAL, PLUMBING, SIGNS, WELLS, POOLS, BOILERS, TANKS, AIR CONDITIONERS, ROOFING, AWNINGS, ETC. The Historical Resources Department's approval is required prior to the issuance of a demolition permit.

WARNING TO OWNER: Failure to record a notice of commencement may result in you paying twice for improvements to your property. If you intend to obtain financing, consult with your lender or an attorney before recording your notice of commencement.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

Signature of Owner

Signature of Qualifier

The foregoing instrument was acknowledged before me this 10 day of NOV 2013 by CARLOS MENDOZA
 () is personally known to me
 (X) has produced a valid identification.
 NOTARY PUBLIC (State of Florida)
 MY COMMISSION #FF079305
 EXPIRES 10/01/2015
 FloridaNotaryService.com

The foregoing instrument was acknowledged before me this 25 day of NOV 2013 by YAN A. PEREZ
 (X) is personally known to me
 () has produced a valid identification.
 NOTARY PUBLIC (State of Florida)
 My Commission #24183306
 Expires 06/11/2016







CERTIFICATE OF APPROPRIATENESS
APPLICATION
JP CORAL GABLES - HISTORIC PRESERVATION DIVISION

2622 COUNTRY CLUB PRADO

1. Building Address: 11thru 13 Historic name of building (if any): 14 District Name (if any): SEC D REV PL

Legal Description: Lot(s): SUSANA Menendez Revocable Trust Block(s): 2622 COUNTRY CLUB PRADO CG, FL 33134 Section:

Owner's Name: JUAN C. Menendez Street Address: 2622 COUNTRY CLUB PRADO CG, FL 33134 Zip Code: 33134 Phone No.: 305-439-7526
e-mail: JCMenendez2@MJFConstruction.com

Applicant's Name: JUAN C. Menendez Street Address: 2622 COUNTRY CLUB PRADO CG, FL 33134 Zip Code: 33134 Phone/Fax: 305-439-7526
e-mail: JCMenendez2@MJFConstruction.com

Contractor/Arch/Engineer's Name: Street Address: Zip Code: Phone/Fax:

2. PLEASE INDICATE THE CATEGORY WHICH DESCRIBES THE PROPOSED WORK:

Minor Alterations New Construction Addition Rehabilitation
Demolition Other:

3. Will the work proposed require a variance from the Zoning Code?

☒ NO ☐ YES, from section(s)

Attach the requested variance language to this form

4. Has this property been qualified as a Coral Gables Cottage? ☐ NO ☐ YES (attach a copy of qualification sheet)

5. This request is: ☐ new ☐ result of a violation ☐ a revision to a previous submittal ☐ a revision to a previously approved COA
Case File: Case File:

6. WORK PROPOSED: Brief narrative of work to be performed.

ROOF AND ROOF FLE

7. Variance requests require a processing fee. Payment must be included with the application. Please make check payable to the City of Coral Gables. Applications for ad valorem tax relief must be filed on a separate application form prior to construction.

8. The following supplementary information (where applicable) shall be provided:*

Site Plan (with dimensions) Before/After Floor Plan(s) (with dimensions) Before/After Elevations(s) (with dimensions) Before/After Mailing list & 3 sets of labels VARIANCES/DEMOLITIONS

Photos Labeled Board review (1 Orig + 16 copies) 2 per page Survey (5 yrs or younger) Non-Board (1 original) Color/Material Sample Board review (16 swatches) Non-Board review (1 set) Letter of Intent Board review (16 copies) Non-Board review (1 copy) Regular size 1 signed/sealed set Reduced Plans 11x17 Board review 2 sign/seal + 14 reg. Non-Board review (1 set)

Copy of Board of Architects Comments/Recommendations CD with electronic copies of drawings/photos Fee due to variances/violations Other

- Application will not be scheduled for a hearing unless received in completed form by the established due date (subject to staff review).
- Applications will be accepted only when a completed application form is submitted together with the necessary supplemental materials.
- All drawings & supporting information must be collated into the correct number of packets and clearly labeled.
- Applicant or his/her representative **MUST** attend hearing and present his/her proposal to the Board.
- Preliminary Zoning Analysis for proposed changes **MUST** be obtained and submitted with this application (see attached form).
- A paint sample visible from the public side of the structure must be applied to the building no less than ten days from the hearing date.
- Board of Architects recommendation **MUST** be obtained prior to the submission of any Certificate of Appropriateness application.
- The Historic Preservation Board will act on completed applications only. Decisions made by the Board may be appealed to the City Commission no later than **10 days** after the ruling is made. If there is no appeal or Commission action, the Historic Preservation Board decision shall be final.

9. I, JUAN C. Menendez, as Owner of Lot(s) 11thru 13

(Print Owner's Name)

Block(s) 14, Section SEC D REV PL do hereby authorize the filing of this application.

(Owner's Signature)

(Date)

12/2/13

My signature affirms and certifies that I/we understand and will comply with the provisions and regulations of the City of Coral Gables Historic Preservation Ordinance as amended from time to time. I further certifies that any statements made in the application, documents attached to the application, and plans submitted herewith are true to the best of my/our knowledge and belief. Further, I/we understand that the application, attachments and fees become part of the Official Records of the Historic Preservation Division and are not returnable. The above signed consents to inspection and photographing of the subject property by the Historic Preservation staff for purposes of consideration of this application and/or presentation to the Historic Preservation Board. Applicants seeking approval of alterations, demolitions and/or new construction acknowledge that the City may erect signs on the subject property, which state the proposed action and the date of the Historic Preservation Board meeting.



DATE RECEIVED: 12-2-2013

CASE FILE: COA(5D)2013-137

EDEN FILE:

POTENTIAL HPB MEETING:

CITY OF CORAL GABLES
HISTORICAL RESOURCES DEPARTMENT
HISTORIC PRESERVATION DIVISION
2327 SALZEDO STREET, 2ND FLOOR
CORAL GABLES, FLORIDA 33134
Phone: (305) 460-5090/5093/5094/5096
Fax: (305) 460-5097
e-mail: historicalresources@coralgables.com

* A drawing set must include a site plan, floor plan(s), and elevations of all facades with sufficient dimensions to conduct a preliminary Zoning Analysis. The purpose of the preliminary Zoning Analysis is to identify possible variances and is not intended to replace any review required as part of the permitting process. The drawings must illustrate the existing conditions and the proposed changes separately. Contextual drawings or photographs of the neighboring properties must also be included. The Department staff may request additional drawings and documents as needed. Requests for Special Certificates of Appropriateness for demolition and/or that require variance(s) must include a certified mailing list, a map, and three sets of mailing labels (1000-foot radius) and the required fee. * It is the responsibility of the applicant to provide sufficient illustrations to convey the intended scope of work.



The City of Coral Gables

Historical Resources Department

December 10, 2013

Susana Menendez Revocable Trust
c/o Juan Carlos Menendez
2622 Country Club Prado
Coral Gables, FL 33134

Re: Certificate of Appropriateness

Dear Mr. Menendez:

This letter is to confirm the results of the review by the Historical Resources Department. On December 10, 2013 an application for a Standard Certificate of Appropriateness was approved by the Historical Resources Department for miscellaneous interior restoration work on the property at 2622 Country Club Prado, a local historic landmark. Because the work does not significantly alter the character of the existing historic structure, the matter was deemed appropriate for administrative review.

The proposed work does not destroy or detract from the integrity of the historic building, and is minimal in impact, which is entirely consistent with the Secretary of the Interior's Standards for Rehabilitation. Therefore, a Standard Certificate of Appropriateness is issued.

Please be advised that any changes or alterations to the approved plans will need to be submitted to this office for a revision to the Certificate of Appropriateness. Should you have any questions regarding this matter please do not hesitate to contact the office.

Sincerely,

A handwritten signature in black ink, appearing to read "Kara N. Kautz".

Kara N. Kautz
Assistant Historic Preservation Officer

Enclosed: Certificate of Appropriateness

cc: File COA (ST) 2013-145
Chairman, Historic Preservation Board
Walter Foeman, City Clerk
Jane Tompkins, Development Services Director
Manny Lopez, Acting Building Director
Virginia Goizueta, Plans Processor Lead

HISTORICAL RESOURCES DEPARTMENT -HISTORIC PRESERVATION DIVISION-405 BILTMORE WAY, CORAL GABLES, FLORIDA 33134

2013 DEC 10 10:11 AM

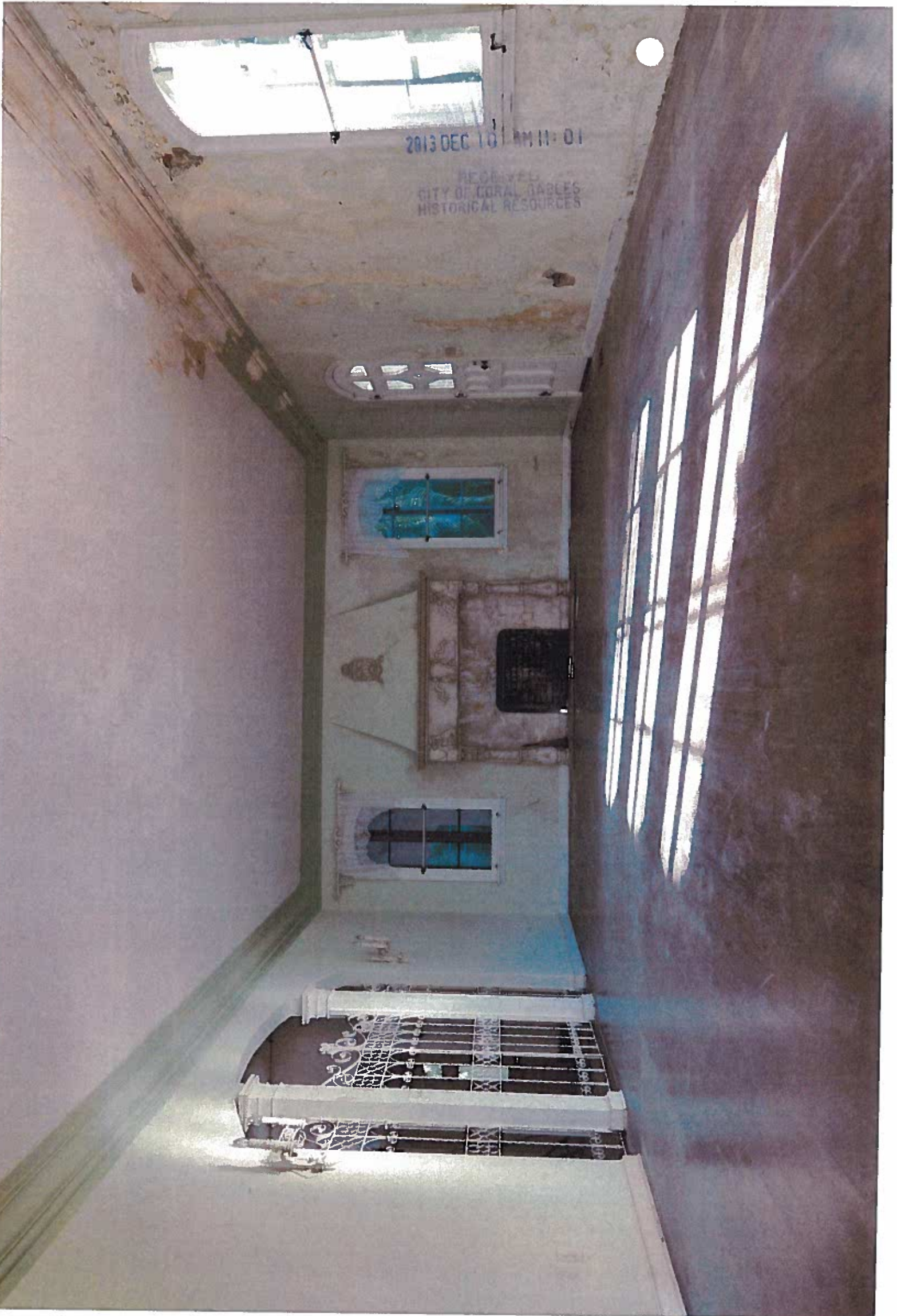
RECEIVED
CITY OF CORAL GABLES
HISTORICAL ARCHIVES



2013 DEC 10 AM 11:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES





2013 DEC 10 AM 11:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES





2013 DEC 10 AM 11:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES



2013 DEC 10 AM 11:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES



CERTIFICATE OF APPROPRIATENESS

CITY OF CORAL GABLES • HISTORIC PRESERVATION DIVISION

1. **2622 Country Club PRADO**

Building Address: **11 thru 13** Historic name of building (if any): **14** District Name (if any): **SEC D REV PL**

Legal Description: Lot(s): _____ Block(s): _____ Section: _____

Owner's Name: **SUSANA Menendez REVOCABLE TRUST** 2622 Country Club PRADO CG, FL 33134

e-mail: **JCMenendez2@MJFConstruction.com** Street Address: _____ Zip Code: _____ Phone No.: _____

Applicant's Name: **JUAN C. Menendez** 2622 Country Club PRADO CG, FL 33134 305-439-7526

e-mail: **JCMenendez2@MJFConstruction.com** Street Address: _____ Zip Code: _____ Phone/Fax: _____

Contractor/Arch/Engineer's Name: _____ Street Address: _____ Zip Code: _____ Phone/Fax: _____

2. PLEASE INDICATE THE CATEGORY WHICH DESCRIBES THE PROPOSED WORK:

☐ Minor Alterations ☐ New Construction ☐ Addition ☐ Rehabilitation
☐ Demolition ☐ Other: _____

3. Will the work proposed require a variance from the Zoning Code?
☒ NO ☐ YES, from section(s) _____

Attach the requested variance language to this form

4. Has this property been qualified as a Coral Gables Cottage? ☐ NO ☐ YES (attach a copy of qualification sheet)

5. This request is: ☐ new ☐ result of a violation ☐ a revision to a previous submittal ☐ a revision to a previously approved COA
Case File: _____ Case File: _____

6. WORK PROPOSED: Brief narrative of work to be performed.

interior paint - rotten wood - clay crown molding - 2 flush TV B, lighting wood floor, clay tile and hardware

7. Variance requests require a processing fee. Payment must be included with the application. Please make check payable to the City of Coral Gables. Applications for ad valorem tax relief must be filed on a separate application form prior to construction.

8. The following supplementary information (where applicable) shall be provided:*

STAFF USE ONLY

☐ Site Plan (with dimensions) Before/After ☐ Floor Plan(s) (with dimensions) Before/After ☐ Elevations(s) (with dimensions) Before/After ☐ Mailing list & 3 sets of labels VARIANCES/DEMOLITIONS
☐ Photos Labeled 2 per page ☐ Survey (5 yrs or younger) Board review (1 Orig + 16 copies) Non-Board (1 original) ☐ Color/Material Sample Board review (16 swatches) Non-Board review (1 set) ☐ Letter of Intent Board review (16 copies) Non-Board review (1 copy) ☐ Regular size 1 signed/sealed set ☐ Reduced Plans 11x17 Board review 2 sign/seal + 14 reg. Non-Board review (1 set)
☐ Copy of Board of Architects Comments/Recommendations ☐ CD with electronic copies of drawings/photos ☐ Fee due to variances/violations ☐ Other _____

- Application will not be scheduled for a hearing unless received in completed form by the established due date (subject to staff review).
- Applications will be accepted only when a completed application form is submitted together with the necessary supplemental materials.
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- Preliminary Zoning Analysis for proposed changes **MUST** be obtained and submitted with this application (see attached form).
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- The Historic Preservation Board will act on completed applications only. Decisions made by the Board may be appealed to the City Commission no later than **10 days** after the ruling is made. If there is no appeal or Commission action, the Historic Preservation Board decision shall be final.

9. I, **JUAN C. Menendez**, as Owner of Lot(s) **11 thru 13**

Block(s) **14** Section **SEC D REV PL** do hereby authorize the

filing of this application. _____ (Owner's Signature) (Date)

My signature affirms and certifies that I/we understand and will comply with the provisions and regulations of the City of Coral Gables Historic Preservation Ordinance as amended from time to time. It further certifies that any statements made in the application, documents attached to the application, and plans submitted herewith are true to the best of my/our knowledge and belief. Further, I/we understand that the application, attachments and fees become part of the Official Records of the Historic Preservation Division and are not returnable. The above signed consents to inspection and photographing of the subject property by the Historic Preservation staff for purposes of consideration of this application and/or presentation to the Historic Preservation Board. Applicants seeking approval of alterations, demolitions and/or new construction acknowledge that the City may erect signs on the subject property, which state the proposed action and the date of the Historic Preservation Board meeting.



DATE RECEIVED: **12-10-13**
CASE FILE: **COA/SD 2013-145**
EDEN FILE: _____
POTENTIAL HPB MEETING: _____

CITY OF CORAL GABLES
HISTORICAL RESOURCES DEPARTMENT
HISTORIC PRESERVATION DIVISION
2327 SALZEDO STREET, 2ND FLOOR
CORAL GABLES, FLORIDA 33134
Phone: (305) 460-5000/5093/5094/5096
Fax: (305) 460-5007
e-mail: historicalresources@coralgables.com

* A drawing set must include a site plan, floor plan(s), and elevations of all facades with sufficient dimensions to conduct a preliminary Zoning Analysis. The purpose of the preliminary Zoning Analysis is to identify possible variances and is not intended to replace any review required as part of the permitting process. The drawings must illustrate the existing conditions and the proposed changes separately. Contextual drawings or photographs of the neighboring properties must also be included. The Department staff may request additional drawings and documents as needed. Requests for Special Certificates of Appropriateness for demolition and/or that require variance(s) must include a certified mailing list, a map, and **three** sets of mailing labels (1000-foot radius) and the required fee. * It is the responsibility of the applicant to provide sufficient illustrations to convey the intended scope of work.



The City of Coral Gables

Historical Resources Department

December 26, 2013

Susana Menendez Revocable Trust
c/o Juan Carlos Menendez
2622 Country Club Prado
Coral Gables, FL 33134

Re: Certificate of Appropriateness

Dear Mr. Menendez:

This letter is to confirm the results of the review by the Historical Resources Department. On December 23, 2013 an application for a Standard Certificate of Appropriateness was approved by the Historical Resources Department for miscellaneous interior restoration work on the property at 2622 Country Club Prado, a local historic landmark. Because the work does not significantly alter the character of the existing historic structure, the matter was deemed appropriate for administrative review.

The proposed work does not destroy or detract from the integrity of the historic building, and is minimal in impact, which is entirely consistent with the Secretary of the Interior's Standards for Rehabilitation. Therefore, a Standard Certificate of Appropriateness is issued.

Please be advised that any changes or alterations to the approved plans will need to be submitted to this office for a revision to the Certificate of Appropriateness. Should you have any questions regarding this matter please do not hesitate to contact the office.

Sincerely,

A handwritten signature in black ink, reading "Dona M. Spain".

Dona M. Spain
Historic Preservation Officer

Enclosed: Certificate of Appropriateness

cc: File COA(ST)2013-151
Chairman, Historic Preservation Board
Walter Foeman, City Clerk
Jane Tompkins, Development Services Director
Manny Lopez, Acting Building Director
Virginia Goizueta, Plans Processor Lead

CITY OF CORAL GABLES HISTORIC PRESERVATION CERTIFICATE OF APPROPRIATENESS

SITE ADDRESS/LOCATION: 2622 Country Club Prado

LEGAL DESCRIPTION: Lots 11 thru 13 Blk 14, Coral Gables Sec D Rev PL
PB 25-74

CASE FILE NUMBER: COA(ST)2013-151

CERTIFICATE TYPE: X STANDARD SPECIAL

DECISION BY: X STAFF

 HISTORIC PRESERVATION BOARD

ACTION DATE: December 23, 2013

ACTION: X APPROVE DENY

 APPROVE W/CONDITIONS

Conditions: _____

EXPIRATION DATE: December 23, 2015

Dona M. Spain

PRINT NAME

Historic Preservation Officer

TITLE

Dona M. Spain

SIGNATURE

12/27/13

DATE

2013 DEC 23 AM 9:01

RECEIVED
CITY OF CORP
HISTORICAL RESOURCES



2013 DEC 23 AM 9:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES





2013 DEC 23 AM 9:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES

2013 DEC 23 AM 9:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES



2013 DEC 23 AM 9:01

RECEIVED
CITY OF CORAL GABLES
HISTORICAL RESOURCES



2013 DEC 23 AM 9:01

REC'D - 2
CITY OF CORAL GABLES
HISTORICAL RESOURCES



CERTIFICATE OF APPROPRIATENESS

APPLICATION

CITY OF CORAL GABLES - HISTORIC PRESERVATION DIVISION

2622 Country Club Prado

Building Address: 11 thru 13 Historic name of building (if any): 14 District Name (if any): Sec D Rev PL

Legal Description: Lot(s) Block(s) Section

SUSANA Menendez REVOLUCION TRUST 2622 COUNTRY CLUB PRADO CG, FL 33134

Owner's Name: SUSANA Menendez Street Address: 2622 COUNTRY CLUB PRADO CG, FL 33134 Zip Code: 33134 Phone No.: 305-439-7526

JUAN C. Menendez 2622 COUNTRY CLUB PRADO CG, FL 33134 305-439-7526

Applicant's Name: JUAN C. Menendez Street Address: 2622 COUNTRY CLUB PRADO CG, FL 33134 Zip Code: 33134 Phone/Fax: 305-439-7526

Contractor/Arch./Engineer's Name: Street Address: Zip Code: Phone/Fax:

PLEASE INDICATE THE CATEGORY WHICH DESCRIBES THE PROPOSED WORK:

☐ Minor Alterations ☐ New Construction ☐ Addition ☒ Rehabilitation
☐ Demolition ☐ Other:

Will the work proposed require a variance from the Zoning Code?

☒ NO ☐ YES, from section(s)

Attach the requested variance language to this form

Has this property been qualified as a Coral Gables Cottage? ☒ NO ☐ YES (attach a copy of qualification sheet)

This request is: ☐ new ☐ result of a violation ☐ a revision to a previous submittal ☐ a revision to a previously approved COA

WORK PROPOSED: Brief narrative of work to be performed.

REPAIR WOOD BEAMS IN CRAWL SPACE THAT WERE CUT TO GIVE ACCESS TO DUCT WORK. POSSIBLY IN THE 70'S

Variance requests require a processing fee. Payment must be included with the application. Please make check payable to the City of Coral Gables. Applications for ad valorem tax relief must be filed on a separate application form prior to construction.

The following supplementary information (where applicable) shall be provided:*

☐ Site Plan (with dimensions) Before/After ☐ Floor Plan(s) (with dimensions) Before/After ☐ Elevations(s) (with dimensions) Before/After ☐ Mailing list & 3 sets of labels VARIANCES/DEMOLITIONS
☐ Photos Labeled 2 per page ☐ Survey(s) 5 yrs or younger Board review (1 Orig + 16 copies) Non-Board review (1 original) ☐ Color/Material Sample Board review (16 swatches) Non-Board review (1 set) ☐ Letter of Intent Board review (16 copies) Non-Board review (1 copy) ☐ Regular size 1 signed/sealed set ☐ Reduced Plans 11x17 Board review 2 sign/seal + 14 reg. Non-Board review (1 set)
☐ Copy of Board of Architects Comments/Recommendations ☐ CD with electronic copies of drawings/photos ☐ Fee due to variances/violations ☐ Other

- Application will not be scheduled for a hearing unless received in completed form by the established due date (subject to staff review).
- Applications will be accepted only when a completed application form is submitted together with the necessary supplemental materials.
- All drawings & supporting information must be collated into the correct number of packets and clearly labeled.
- Applicant or his/her representative **MUST** attend hearing and present his/her proposal to the Board.
- Preliminary Zoning Analysis for proposed changes **MUST** be obtained and submitted with this application (see attached form).
- A paint sample visible from the public side of the structure must be applied to the building no less than ten days from the hearing date.
- Board of Architects recommendation **MUST** be obtained prior to the submission of any Certificate of Appropriateness application.
- The Historic Preservation Board will act on completed applications only. Decisions made by the Board may be appealed to the City Commission no later than **10 days** after the ruling is made. If there is no appeal or Commission action, the Historic Preservation Board decision shall be final.

I, JUAN C. Menendez, as Owner of Lot(s) 11 thru 13

Block(s) 14, Section Sec D Rev PL do hereby authorize the filing of this application.

(Owner's Signature)

(Date)

My signature affirms and certifies that I/we understand and will comply with the provisions and regulations of the City of Coral Gables Historic Preservation Ordinance as amended from time to time. It further certifies that any statements made in the application, documents attached to the application, and plans submitted herewith are true to the best of my/our knowledge and belief. Further, I/we understand that the application, attachments and fees become part of the Official Records of the Historic Preservation Division and are not returnable. The above signed consents to inspection and photographing of the subject property by the Historic Preservation staff for purposes of consideration of this application and/or presentation to the Historic Preservation Board. Applicants seeking approval of alterations, demolitions and/or new construction acknowledge that the City may erect signs on the subject property, which state the proposed action and the date of the Historic Preservation Board meeting.



DATE RECEIVED: 12-23-2013
CASE FILE: COA(ST) 2013-151
EDEN FILE:
POTENTIAL HPB MEETING:

CITY OF CORAL GABLES
HISTORICAL RESOURCES DEPARTMENT
HISTORIC PRESERVATION DIVISION
2327 SALZEDO STREET, 2ND FLOOR
CORAL GABLES, FLORIDA 33134
Phone: (305) 460-5090/5093/5094/5096
Fax: (305) 460-5097
e-mail: historicalresources@coralgables.com

* A drawing set must include a site plan, floor plan(s), and elevations of all facades with sufficient dimensions to conduct a preliminary Zoning Analysis. The purpose of the preliminary Zoning Analysis is to identify possible variances and is not intended to replace any review required as part of the permitting process. The drawings must illustrate the existing conditions and the proposed changes separately. Contextual drawings or photographs of the neighboring properties must also be included. The Department staff may request additional drawings and documents as needed. Requests for Special Certificates of Appropriateness for demolition and/or that require variance(s) must include a certified mailing list, a map, and three sets of mailing labels (1000-foot radius) and the required fee. * It is the responsibility of the applicant to provide sufficient illustrations to convey the intended scope of work.