



**CITY OF CORAL GABLES  
HISTORIC SIGNIFICANCE REQUESTS  
OF ANY STRUCTURE**

---

In order to process a request for information as to whether or not a non-designated structure is historically significant prior to a request for a demolition permit in the City of Coral Gables, the following information is required:

1. A survey of the lot in question and all contiguous lots or parcels of land owned by the same property owner. The survey must be signed and sealed by a land surveyor registered and licensed to do business in the United State of Florida. The survey must include the following:
  - a) All lot lines and property lines must be shown and labeled.
  - b) All improvements must be shown (i.e. buildings, wall fences, slabs, driveways, etc.)
  - c) Correct legal description.
  - d) Survey must be current (a current survey is less than five (5) years old and must accurately reflect the existing conditions at the site at the time it is submitted to the Historical Resources Department). The date issued must be clearly marked and the survey must be signed and sealed.
  
2. A letter of request / intent stating the specifics request, including the address and legal description of the property i.e.:

I would like to know if 6XX Alhambra Circle (Lot 1, Block 1, Coral Gables Section) is historically significant.
  
3. Color Photographs of the overall site, and of all sides of all the buildings and features on the site labeled. Polaroid's, Google Street View, Google Earth images will not be accepted.
  
4. Processing fee (per Ordinance No. 2015-17):

NEW REQUEST:	\$761.25
RE-ISSUE OF EXPIRED LETTER:	\$100.00

Checks made payable to: *The City of Coral Gables*
  
5. Application

**ALL SUBMITTED INFORMATION WILL BE RETAINED BY  
THE CITY OF CORAL GABLES AND WILL NOT BE RETURNED.**

Letters for the determination of historical significance should be addressed to:

*The City of Coral Gables  
Historical Resources and Cultural Arts Department  
2327 Salzedo Street, 2<sup>nd</sup> Floor  
Coral Gables, FL 33134*

**CITY OF CORAL GABLES  
HISTORIC SIGNIFICANCE REQUEST  
OF ANY STRUCTURE**

Re-Issue

**PROPERTY INFORMATION:**

Folio Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Original Date of Construction: \_\_\_\_\_

Original Architect(s): \_\_\_\_\_

**OWNER INFORMATION:**

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
*(Please be sure to include City and Zip Code)*

Phone number(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

**CONTACT INFORMATION:**

Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
*(Please be sure to include City and Zip Code)*

Phone number(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

*-Staff Use Only-*

EDEN SYSTEM PERMIT #: \_\_\_\_\_

**Determination:** The property  does not meet  does meet the minimum eligibility criteria for designation as a local historic landmark at the present time.

**Note: The Historical Resources staff will require review by the Historic Preservation Board if the building to be demolished is considered eligible for local designation.**

Any change from the foregoing may only be made upon a demonstration of a change in the material facts upon which this determination was made. Please be advised that this determination does not constitute a development order.

**\*\*PLEASE NOTE:** Section 3-1107(g) of the Coral Gables Zoning Code states that "All demolition permits for non-designated buildings and/or structures must be approved by the Historic Preservation Officer or designee. The approval is valid for eighteen (18) months from issuance and shall thereafter expire and the approval is deemed void unless the demolition permit has been issued by the Development Services Department. The Historic Preservation Officer may require review by the Historic Preservation Board if the building and/or structure to be demolished is eligible for designation as a local historic landmark or as a contributing building, structure or property within an existing local historic landmark district. This determination of eligibility is preliminary in nature and the final public hearing before the Historic Preservation Board on Local Historic Designation shall be within sixty (60) days from the Historic Preservation Officer determination of "eligibility." Consideration by the Board may be deferred by mutual agreement by the property owner and the Historic Preservation Officer. The Historic Preservation Officer may require the filing of a written application on the forms prepared by the Department and may request additional background information to assist the Board in its consideration of eligibility. Independent analysis by a consultant selected by the City may be required to assist in the review of the application. All fees associated with the analysis shall be the responsibility of the applicant. The types of reviews that could be conducted may include but are not limited to the following: property appraisals; archeological assessments; and historic assessments."