



# APPLICATION FOR APPEAL

Saint Paul City Council – Legislative Hearings

RECEIVED

FEB 15 2023

CITY CLERK

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

We need the following to process your appeal:

- \$25 filing fee (non-refundable) (payable to the City of Saint Paul) (if cash: receipt number \_\_\_\_\_)
- Copy of the City-issued orders/letter being appealed
- Attachments you may wish to include
- This appeal form completed
- Walk-In OR  Mail-In  
for abatement orders only:  Email OR  Fax

**HEARING DATE & TIME**

(provided by Legislative Hearing Office)

Tuesday, February 21, 2023

Time: you will be called between

1:00 p.m. & 3:00 p.m.

Location of Hearing:

Teleconference due to Covid-19 Pandemic

## Address Being Appealed:

Number & Street: 640 Charles City: St. Paul State: MN Zip: 55104

Appellant/Applicant: Leah Frenning Email: leah@prorealtyservices.com

Phone Numbers: Business 651-484-0679 x 9530 Residence \_\_\_\_\_ Cell \_\_\_\_\_

Signature: [Handwritten Signature] Date: 2/15/23

Name of Owner (if other than Appellant): 19 Charles LLC

Mailing Address if Not Appellant's: 3570 Lexington Ave N #202, Shoreview, MN 55126

Phone Numbers: Business 651-484-0679 Residence \_\_\_\_\_ Cell \_\_\_\_\_

## What Is Being Appealed and Why? *Attachments Are Acceptable*

- Vacate Order/Condemnation/Revocation of Fire C of O We have been trying to remove the occupant from this property since 7/31/22. We sent notice of non renewal for 7/31/22, when the occupant didn't move out we filed an eviction on 9/6/22.
- Summary/Vehicle Abatement The eviction hearing was on 12/1/22, writ stayed until 12/8/22
- Fire C of O Deficiency List/Correction writ requested on 12/12/22, writ issue 12/20/22, physical eviction with Sheriff on 1/17/23, property disposal on 2/15/23 (stored 28 days).
- Vacant Building Registration
- Other (Fence Variance, Code Compliance, etc.)

Leah 651-775-3502

GREG 612-810-9978

Kim 612-655-1232



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-1919  
www.stpaul.gov/dsi

February 03, 2023

19 Charles Llc  
3570 Lexington Ave N Ste 202  
Shoreview MN 55126-8058

Customer #:1867780  
Bill #: 1717790

## VACANT BUILDING REGISTRATION NOTICE

The premises at **640 CHARLES AVE** has been inspected and found to meet the legal definition of a Vacant Building as described in Saint Paul Legislative Code, Chapter 43. You are required by law to register this building with the Department of Safety and Inspections, Vacant Building Division, by filling out and returning the registration form provided with this letter. You are also required to pay the annual Vacant Building Registration Fee of **\$2,459.00**. The fee is due upon receipt of this letter and must be paid no later than thirty (30) days from the date of this letter, as required in Saint Paul Legislative Code, Chapter 43. If this building is vacant due to a fire, complete the enclosed registration form and return it to this office within 30 days.

**Payment must be received by March 03, 2023 .**

You may pay this registration fee online by going to **online.stpaul.gov** and selecting the 'Make a Payment' option. You will need your customer number and bill number to process a payment - both can be found on this letter.

To pay this invoice by mail please send this registration form along with payment to:

DEPARTMENT OF SAFETY AND INSPECTIONS  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806  
**Do Not Mail Cash**

If you wish to pay in person, you may do so from 8:00am to 4:00pm Monday through Friday at the above address.

You may file an appeal to this fee or registration requirements by contacting the City Clerk's Office by calling (651)266-8688. Any appeal of this fee must be made within ten (10) days of the date of this notice.

**If the registration fee is not received in this office within 45 days of the date of this letter, the full amount owed will be assessed to, and collected with, the taxes for this property as permitted by Saint Paul Legislative Code Chapter 43.**

The Code Enforcement Officer has notified the Building Inspection and Design Section that this property meets the legal definition of a registered vacant building and in accordance with Legislative Code Chapter 33, no permits (except demolition, wrecking and removal permits) will be issued until the requirements of all applicable ordinances are fulfilled.

All category 2 and category 3 vacant buildings must be winterized with gas and water services shut off or, alternately, an excess flow gas valve must be installed in the dwelling, within sixty (60) days of the date of this notice.

**WRITTEN PERMISSION FROM THE CITY OF SAINT PAUL IS REQUIRED BEFORE A CATEGORY 2 OR CATEGORY 3 VACANT BUILDING CAN BE OCCUPIED OR SOLD.**

**Category 2:** Requirements include: 1. register/re-register the building, 2. pay outstanding fee(s), 3. obtain a code compliance report, 4. submit for approval a rehab cost estimate from a licensed contractor and a schedule for completion of all code compliance work, 5. submit proof of financial responsibility acceptable to the City, and 6. obtain Zoning approval of the proposed use.

**Category 3:** All requirements listed for Category 2 vacant buildings, AND obtain a **Certificate of Occupancy OR Certificate of Code Compliance** prior to the sale of the building.

If the use of this building meets the definition of a nonconforming use by the Zoning Code, then the use will lose its nonconforming status 365 days from the date the building was declared vacant.

**You must contact the Enforcement officer , James Hoffman, at 651- 266- 1947 to find out what must be done before this building can be legally reoccupied.**

The Enforcement Officer may declare this building to constitute a Nuisance Building subject to demolition and issue an Order to Abate under authority of Legislative Code Chapter 45. In the event this building is declared a Nuisance Building, subject to demolition, the Enforcement Office will notify all owners and interested parties of the Order to Abate as provided in the Legislative Code Chapter 45.

If you have questions about this annual registration fee or other vacant building requirements, please contact the District Inspector, James Hoffman, at 651- 266- 1947.

This registration form and fee is required by law. Your prompt attention to this matter is appreciated.

---

Steve Magner  
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information  
Vacant Building Registration Form

SM: jh  
vb\_registration\_notice 11/14



February 1, 2023

19 CHARLES LLC C/O PRO REALTY SERVICES  
3570 LEXINGTON AVE N SUITE 202  
SHOREVIEW MN 55126

### Revocation of Fire Certificate of Occupancy and Order to Vacate

RE: 640 CHARLES AVE  
Ref. # 103588

Dear Property Representative:

Your building was determined to be a registered vacant building on February 1, 2023. Since certificates are for the occupancy of buildings, it has become necessary to revoke the Certificate of Occupancy.

Saint Paul Legislative Code provides that no building shall be occupied without a Certificate of Occupancy. In order to re-occupy the building, the following deficiencies (if applicable) must be corrected, and a complete Certificate of Occupancy inspection will be required.

#### DEFICIENCY LIST

1. 640 Charles Ave - SPLC 40.06 - Uncertified portions of the building must not be occupied until inspected and approved by this office. **-House must be inspected prior to re-occupancy.**
2. SPLC 39.02(c) - Complete and sign the smoke alarm affidavit and return it to this office.

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: [Hector.Caballero@ci.stpaul.mn.us](mailto:Hector.Caballero@ci.stpaul.mn.us) or call me at 651-266-9158 between 7:30 - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Hector Caballero  
Fire Safety Inspector  
Ref. # 103588



**SAINT PAUL**  
SAFETY & INSPECTIONS

DEPARTMENT OF SAFETY & INSPECTIONS (DSI)  
ANGIE WIESE, PE(MN), CBO, DIRECTOR

375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806  
Tel: 651-266-8989 | Fax: 651-266-9124

February 3, 2023

19 Charles Llc  
3570 Lexington Ave N Ste 202  
Shoreview MN 55126-8058

Dear Sir or Madam:

The City of St. Paul has recently ordered the property at 640 CHARLES AVE to be secured, on Tuesday January 31, 2023 at 10pm. This work was authorized by the responding St. Paul Police Department (**case#23-017-483**). The cost of this action is \$310.00, plus City of Saint Paul administration fees of \$164.00.

This work was ordered by a city official to abate a nuisance condition which comprised an emergency. The Department of Safety and Inspections, Code Enforcement Division, can provide more detailed information on this nuisance condition upon request.

In several weeks, the registered property owner will receive notice of an assessment against the property for \$474.00 in charges. At that time, there will be the opportunity to pay the assessment to the City of Saint Paul Office of Real Estate Assessments or appeal the charges before the Legislative Hearing Office and City Council. Note: this assessment CANNOT be paid directly to the Department of Safety and Inspections.

The Office of Real Estate Assessments can be reached at 651-266-8858. If you have any other questions, you can contact me at 651-266-1920.

Sincerely,

Joe Yannarely  
Code Enforcement Inspector