



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1024

*Telephone:* 651-266-8989  
*Facsimile:* 651-266-9124  
*Web:* [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

Dear Resident and/or Neighborhood Organization:

The Department of Safety and Inspections (DSI) has received an application for a license for a business in your area. You are being notified because this request requires neighborhood notification.

Details regarding this matter are given on the reverse side of this letter. You will have 30 days from the date this notice was mailed to express any objections. The response deadline is given on the reverse side of this document. If you have any objections to the application as described on the reverse side, **please send your objection(s) (with your telephone number) in writing to:**

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If objections are received, a hearing will be scheduled before a legislative hearing officer. If you have sent in an objection, you will receive notice of the time, place and date of the scheduled hearing. At that hearing, the Legislative Hearing Officer will take testimony from all interested persons. At the end of this hearing, the Legislative Hearing Officer will make a recommendation to the City Council as to whether the license request should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny the license.

**If you have any questions regarding this matter**, please contact Ross Haddow, DSI Inspector III, at 651-266-8989, or me at 651-266-9106.

Sincerely,

Jeff Fischbach  
DSI Inspector III

NOTE: Due to the COVID-19 health pandemic it may not be practical, prudent and/or feasible to have an in-person hearing as described above in this letter. If you have responded to this letter you would be informed of any modifications to the hearing process and advised of any alternative methods for you to participate in such hearing.

## LICENSE APPLICATION NOTIFICATION

License Number: 20190001657

Application for: **Add an Auto Repair Garage and Second Hand Dealer - Motor Vehicle license** to the existing Auto Body Repair/Painting Shop license

License at: 1346 Arcade St

Licensee: Arcade Auto Body LLC, doing business as Arcade Auto Repair and Arcade Auto Sales  
Charles Belcher, owner, 651-230-1145

### **Recommended License Conditions:**

#### CONDITIONS #1 – 9 PER NONCONFORMING USE PERMIT #2020-096344

1. The garage addition behind the house at 1334 Arcade, approved in 1992 to provide classic car storage, shall continue to be used for parking at least 8 vehicles, and shall not be used for auto body or auto repair shop work (vehicle cleaning is permitted in this area). With this area subtracted from the building area for the purpose of calculating required parking, it reduces the number of required parking spaces to 18. Since this condition requires 8 parking spaces be provided in the garage addition, then 10 other parking spaces must be provided on the site to meet the parking requirement.
2. A site plan that reflects these conditions shall be submitted to the Department of Safety & Inspections for review and approval. The 1985 Zoning Administrator order to remove the spray booth addition on the north side of the building, an order that was upheld by the City Council upon appeal, remains in effect unless it is rescinded by the Zoning Administrator upon site plan review and approval. If the former spray paint booth addition remains it shall be used only for cleaning and detailing vehicles, and may not be used for auto body or auto repair shop work. (If the addition were removed, it would reduce the parking requirement by 1 space, and the location of the addition could be used for an additional parking space.)
3. The parking spaces that are required for customers, employees and vehicles on the lot for auto repair shall not be used for display of vehicles for sale.
4. Employee vehicles, for-sale vehicles, repair vehicles, and any other vehicles associated with the business must be parked on-site, and shall not be parked on streets or alleys.
5. The layout of parking spaces must meet the requirements in Zoning Code § 63.308 and § 63.309 for space for any maneuvering of vehicles to be provided on the site and not in public right-of-way.
6. Off-street parking on the site shall meet dimensional and design standards in the Zoning Code to the greatest extent possible, excluding the perimeter and screening landscape requirements in Zoning Code § 63.314 for parking facilities and outdoor auto sales adjoining public streets or sidewalks. A masonry wall or decorative fence (not including chain link), a minimum of three (3) feet in height and a maximum of four and one-half (4½) feet in height, shall be installed and maintained along adjoining Arcade Street and Clear Avenue public sidewalks as required by § 63.314.
7. All auto repair work shall be done within an enclosed building. Paint fumes from the auto body shop shall be controlled so that they are not noticeable on adjacent lots.
8. There shall be no outside storage.
9. At least 100 square feet of additional landscaping shall be provided on the site, to the Arcade Street or Clear Avenue sides of the building at 1346 Arcade Street. Such landscaping need not meet the requirements of Zoning Code § 63.314, and it may result in the loss of for-sale vehicle spaces but it may not result in the loss of customer or employee parking spaces.

#### ADDITIONAL LICENSE CONDITIONS #10 - 21:

10. The parking lot shall be striped and maintained in accordance with the approved site plan on file with DSI dated 11/21/2022. A maximum of eighteen (18) vehicles may be parked on the exterior of the property at any time. Vehicles shall be parked in accordance with the approved site plan. Site improvements (e.g., parking space striping, masonry-wall/decorative-fencing, landscaping, etc.) shall be maintained in good order and repair.
11. The storage of vehicles for the purpose of salvaging parts is expressly forbidden. All vehicles parked outdoors must appear to be completely assembled with no major body parts missing. Vehicle salvage is not permitted.
12. Customer vehicles may not be parked longer than ten (10) days on the premises. It shall be the responsibility of the licensee to ensure that any vehicle not claimed by its owner is removed from the lot as permitted by law.
13. Provide maneuvering space on the property to allow vehicles entering and exiting the site to proceed

forward. Backing from the street or on to the street is prohibited.

14. Licensee must comply with all federal, state and local laws.

15. Wheel stops shall be added to the customer parking spaces fronting along Arcade St to ensure that vehicles do not project into and/or obstruct the public right-of-way (i.e., sidewalk).

16. Licensee acknowledges that any activity taking place on the property shall comply with Chapter 293 Noise Regulations of the City of Saint Paul Legislative Code, and agrees to entirely close the rear alley garage doors when grinding tools are in use/operation in order to promote compliance with this Chapter.

17. The hours of operation on Monday thru Friday shall be limited to between 8:00 a.m. and 6:30 p.m.

18. The hours of operation on Saturdays shall be limited to between 8:00 a.m. and 5:00 p.m.

19. The establishment shall be closed on Sundays except that the licensee, employees, and/or staff may be on-site between the hours of 10:00 a.m. and 4:00 p.m. to perform maintenance on the premises, paperwork, etc. No working on vehicles shall occur on Sundays. Any activity taking place on the premises shall not create a disturbance that is discernable from outside the building.

20. All painting will occur within an approved spray paint booth that is maintained in good order and repair.

21. Site improvements in accordance with the approved site plan shall be completed by 06/01/2023.

**Deadline for Response Date: Friday, January 13, 2023 at 4:30 p.m.**

If you have any objections to the license application, you must respond in writing by Friday, January 13, 2023 to:

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If you have any questions, please contact DSI Inspectors Ross Haddow or Jeff Fischbach at 651-266-8989.

Notice Mailed: Friday, December 9, 2022



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9040  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

December 9, 2022

Arcade Auto Body LLC  
Attn: Charles Belcher  
1354 Larpenteur Ave W  
Falcon Heights MN 55113

RE: License Application for Arcade Auto Body LLC, doing business as Arcade Auto Repair/Arcade Auto Sales, ID # 20190001657, Located at 1346 Arcade St / **Add a Second Hand Dealer - Motor Vehicle, and Auto Repair Garage licenses** to the existing Auto Body Repair/Painting Shop license

Dear Applicant:

Review of your application for a license is in process. Notification has been sent to the community organization and neighbors for the area in which you intend to operate giving them until **Friday, January 13, 2023** to voice concerns to your application. Enclosed is an affidavit listing conditions DSI recommends be placed on this license. If you accept these conditions, please sign and return the affidavit. If you want to oppose placement of any of the conditions on the license, or have any questions, please contact DSI at one of the numbers referenced below so that we may explain your options.

If no objections are received, and you have returned a signed affidavit, your license will be forwarded to the City Council for review and if approved by Council could then be issued (pending any requirements not completely met). If objections are received a hearing will be scheduled before a legislative hearing officer. You will receive notice of the time, place and date of the scheduled hearing from the Legislative Hearing Officer. At that hearing, the hearing officer will take testimony from all interested persons and will make a recommendation to the City Council as to whether the license(s) should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny this license application.

**Requirements including the following must be met prior to the issuance of your licenses:**

- Sign and return one copy of the enclosed license condition affidavit acknowledging the conditions that will be placed on your license(s). A return envelope has been included for your convenience.

If you have any questions, please contact DSI Inspector Ross Haddow at 651-266-9143 or me at 651-266-9106.

Sincerely,

Jeff Fischbach  
DSI Licensing Division  
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**Disclaimer: This letter is not an indication that your application will be granted. This letter is intended simply as notice of the ongoing process of your pending application.**