



**CITY OF SAINT PAUL**  
OFFICE OF THE CITY COUNCIL  
310 CITY HALL  
15 WEST KELLOGG BOULEVARD  
SAINT PAUL, MN 55102-1615  
Marcia Moermond, Legislative Hearing Officer  
EMAIL: [legislativehearings@ci.stpaul.mn.us](mailto:legislativehearings@ci.stpaul.mn.us)  
PHONE: (651) 266-8585 FAX: (651) 266-8574

April 26, 2024

Chelsea Foss  
19334 Dodge St NW  
Elk River, MN 55330

VIA EMAIL: [chelseafoss2748@gmail.com](mailto:chelseafoss2748@gmail.com)

Re: Appeal for property at 69 Lyton Place

Chelsea Foss:

This is to confirm that at the Legislative Hearing on April 23, 2024, Legislative Hearing Officer Marcia Moermond recommend that the City Council **waive your Vacant Building fee to June 4, 2024 to have your Fire Certificate of Occupancy issued and make the property a Category 1 Vacant Building and allow permits to be pulled.** If your Fire Certificate of Occupancy is not issued by that date, it will revert back to a Category 2 Vacant Building and subject to all fees and requirements therein.

Fire Certificate of Occupancy information and application can be found online here:  
<https://www.stpaul.gov/departments/safety-inspections/rent-buy-sell-property/maintaining-your-property/fire-safety-and-habitability>

This matter will go before the City Council at Public Hearing on **Wednesday, May 8, 2024 at 3:30 pm. in room 300 City Hall.** If you are contesting Ms. Moermond's recommendation you may:

1. appear in person (*please arrive before 3:30 p.m. and check in with staff outside Council chambers when you arrive*); or
2. **Should you wish to address Council directly but not appear in person, you must register in person by no later than noon on Tuesday, May 7, 2024 here to testify via phone:** <https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony>.

If you don't wish to contest then **no further action is needed** and the Council will proceed with Ms. Moermond's recommendation above without discussion. If you have any questions, please contact me at 651-266-8585.

Sincerely,



/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c:

Fire Supervisors

Daryl Chute – Department of Safety & Inspections, Fire Safety Inspector

Vacant Building Staff