



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

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November 15, 2012

Greg Vanwert  
Just In Tyme Towing  
266 Burgess St  
St Paul Mn 55117

**RE: Approval of Site Plan 12-074270  
Just In Tyme Towing building and tow lot at 295 Larch Street**

Dear Mr. Vanwert:

You said that this project will support the operation of your tow truck business only. This tow truck business will only tow from a private property at the request of the person who either the owner or operator or agent of the owner or operator of the vehicle. The building will be used for parking and fixing the two business tow trucks. The vehicles that are towed to this property are vehicles owned by Mr. Vanwert. These towed vehicles may be repaired at this site. Vehicle repair will not be open to the general public. Vehicles will not be sold from this site. Motor vehicle salvage and/or reuse and/or sales will not occur at this property. Towed vehicles will only be stored at this site. Towed vehicles will not be stacked, drained, or processed at this site.

**The site plan (Sheet 1 Existing Conditions, Sheet 2 Site Plan, Sheet 3 Grading, Drainage & Erosion Control Plan, Sheet 4 Utility Plan, Sheet 5 Landscape Plan, revisions dated 09/21/2012) referenced above is approved subject to the following conditions:**

1. **Site improvements** The proposed new building and all other site improvements must be installed as shown on the approved site plan. This includes all paving, grading, driveways, utilities, storm water management facilities, landscaping, lighting, fences and walls.
2. **Erosion and sediment control** All erosion and sediment control devices must be installed per the approved site plan and shall be inspected by the building inspector prior to excavation. Control devices must be maintained until final approval of the project.
3. **Permits and fees** The permits and fees listed below are required for the work shown on the approved site plan.
  - **Building permit** A building permit from the Department of Safety and Inspections (651-266-9007) is required.
  - **Fence permit** A fence permit from the Department of Safety and Inspections (651-266-9007) is required.  
Note: You must contact Fire Safety at 651-266-8953 if the access gates to the property will be secured by any other means than lock and chain.
  - **Sewer permit** Sewer connection permits from Public Works Sewer Division (651-266-6234) are required. These permits are issued only to licensed house drain contractors. Any sewer revisions to approved plans must be approved by the City before construction.
  - **Water permit** A water service permit from Saint Paul Regional Water Service (1900 Rice Street) is required.

- **Sidewalk permit** Work on curbs, driveways and sidewalks in the public right-of-way must be done by a licensed contractor under a permit from Public Works Sidewalk Section (651-266-6120)
  - **Sign permit** Business signs require a sign permit from the Department of Safety and Inspections. Contact Yaya Diatta at 651-266-9080.
  - **Obstruction or excavation permit** An Obstruction or Excavation Permit must be obtained from Public Works (651-266-6151) if trucks/equipment will be driving over curbs or if construction will block City streets, sidewalks or alleys.
  - **Parkland Dedication Fee** A parkland dedication fee of \$240.00 is required for this project. The fee is payable at the time the building permit from this department is paid.
4. **Time limit and inspection** Work covered by this site plan must be completed no later than November 15, 2013. A site inspection will be scheduled based on this date. Please call me if you finish before this date.

If you have any questions, you can reach me at 651-266-9085 (office) or [corinne.tilley@ci.stpaul.mn.us](mailto:corinne.tilley@ci.stpaul.mn.us) (e-mail).

Sincerely,

Corinne A. Tilley  
DSI Inspector for Zoning and Site Plan Review

cc: Sewer Division, Planning Division, Traffic Division