



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

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JUN 27 2024

CITY CLERK

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

legislativehearings@ci.stpaul.mn.us

### We need the following to process your appeal:

☒ \$25 filing fee (non-refundable) (payable to the City of Saint Paul) (if cash: receipt number 885538)

☒ Copy of the City-issued orders/letter being appealed & any attachments you may wish to include

☒ Walk In ☐ Mail ☐ Email

Appeal taken by:

### HEARING DATE & TIME

(provided by Legislative Hearing staff)

Tuesday, July 9, 2024

Location of Hearing:

☒ Telephone: you will be called between 1:00 pm & 3:00 pm

☐ In person (Room 330 City Hall) at: \_\_\_\_\_  
(required for all condemnation orders and  
Fire C of O revocations and orders to vacate)

## Address Being Appealed:

Number & Street: 1822-1826 Ford Parkway City: Saint Paul State: MN Zip: 55116

Appellant/Applicant: Jerrod MacRunnels Email: jamangemini@yahoo.com

Phone Numbers: Business \_\_\_\_\_ Residence \_\_\_\_\_ Cell 612-701-6815

Signature: JA MacRunnels Date: 6/24/2024

Name of Owner (if other than Appellant): \_\_\_\_\_

Mailing Address if Not Appellant's: My mailing address is: 4664 Ensign Ave. New Hope, MN 55428

Phone Numbers: Business \_\_\_\_\_ Residence \_\_\_\_\_ Cell \_\_\_\_\_

### What is being appealed and why? Attachments Are Acceptable

- ☐ Vacate Order/Condemnation/  
Revocation of Fire C of O \_\_\_\_\_
- ☐ Summary/Vehicle Abatement \_\_\_\_\_
- ☐ Fire C of O Deficiency List/Correction \_\_\_\_\_
- ☐ Code Enforcement Correction Notice \_\_\_\_\_
- ☒ Vacant Building Registration Didn't receive inspection letter. Please read included docs/pic
- ☐ Other (Fence Variance, Code Compliance, etc.) \_\_\_\_\_

In 2021, I received a letter from the inspections department regarding the safety inspection of my property. Unfortunately, I couldn't make the scheduled date due to my caregiving responsibilities for my father who was suffering from Parkinson's and Lewy body diseases. After multiple attempts to reschedule, I finally met with Grant Heitman for the inspection, which went smoothly. He informed me that the certificate of occupancy could be used as a TISH. However, when I didn't receive the certificate after a week or two, I contacted Grant through the inspector's office chat portal, only to find out that he was in the hospital. I wished him well, but never heard back from him. Assuming it was just a delay or oversight, I eventually forgot about it as I was already planning to sell my property and didn't give it much thought.

Months later, I received another inspection appointment, this time from Kirsten Jacobse. I was confused but had to send a letter to reschedule since I was still coping with the loss of my father and taking care of my ailing mother. I had to change the date multiple times, though I'm not sure exactly how many. Throughout this process, I kept in mind my plans to sell the property and informed Kirsten that I had already been inspected and qualified for my certificate of occupancy, as confirmed by Grant.

After a few more reschedule requests, I stopped receiving inspection requests, assuming the issue had been resolved. However, in March of 2023, I received a voicemail from Kirsten asking to reschedule the inspection for that day. I was extremely confused as I had not received any prior requests for that day. I thought it might be a mistake or a delivery error from the USPS, which had been making mistakes in our neighborhood.

To my surprise, I then received a letter dated May 18<sup>th</sup> 2023 stating that my property was unoccupied. I didn't realize that this would impact the sale of my property, as I had already informed two inspectors that I was vacant and was actively making upgrades to my units because it was up for sale.

I have always been cooperative with the inspections department and have diligently maintained my property, always meeting the category 1 standards. I would appreciate the opportunity for a re-inspection to recertify my property as a category 1. I am currently in the process of selling the property and have no intentions of renting it out again.

This situation has been confusing, and I admit my naivety. As a first-time property owner, I have faced a learning curve. I lived in the duplex for many years and homesteaded the property which I enjoyed. After I got married my wife and I decided to rent the property. The past couple of years have been challenging for me and my family, as it has been for many others. I kindly request your consideration of this appeal and I have included pictures of my well-kept, safe, and sale-ready property for your review.

I appreciate all of you taking the time to consider this appeal.

Thank you,

Jerrold A. MacRunnels

612-701-6815



June 21, 2024

Jerrod Macrunnels  
4664 Ensign Ave N  
Minneapolis MN 55428- 4731

Customer #: 980657  
Bill #: 1847199

**VACANT BUILDING REGISTRATION FEE**  
**WARNING LETTER**

The Saint Paul City Council has adopted legislation which requires owners of vacant buildings to pay an annual fee and submit a registration plan on the form(s) enclosed with this letter. The annual fee is **\$2,459.00**. The purpose of this fee is to partially reimburse the City for administrative costs for registering and processing the Vacant Building Owner Registration forms and for the cost of monitoring these properties for compliance with Saint Paul Legislative Codes.

***The fee for the vacant building located at 1822 FORD PKWY is now past due. You have fifteen (15) days from the date of this letter to pay this bill before this fee is sent to assessment, to be collected with your property taxes.***

**DO NOT MAIL CASH**

Saint Paul Legislative Code, Chapter 43, requires this fee be paid no later than thirty (30) days after the building becomes vacant, and if not paid, the owner shall be subject to collections and prosecution as prescribed in the Legislative Code. Also, if at any time the registration fee is unpaid and owing, building permits will be denied for this building.

**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 owner(s) still will be subject to a criminal Summons and Complaint for failure to pay this vacant building registration fee. This citation will necessitate a court appearance in Ramsey County District Court and the owner(s) will be subject to penalties provided for by law. The enclosed registration form must accompany the fee payment.

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.

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

DEPARTMENT OF SAFETY AND INSPECTIONS  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101- 1806



May 18, 2023

JERROD MACRUNNELS  
4664 ENSIGN AVE N  
MINNEAPOLIS MN 55428-4731

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

RE: 1826 FORD PKWY  
Ref. # 112649

Dear Property Representative:

Your building was determined to be unoccupied on May 18, 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. 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: [Kirsten.Jacobse@ci.stpaul.mn.us](mailto:Kirsten.Jacobse@ci.stpaul.mn.us) or call me at 651-266-8948 between 7:30 - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Kirsten Jacobse  
Fire Safety Inspector  
Ref. # 112649