



## CITY OF SAINT PAUL

*Christopher B. Coleman, Mayor*

*25 West Fourth Street  
Saint Paul, MN 55102*

*Telephone: 651-266-6655  
Facsimile: 651-266-6559*

April 1, 2014

Developer Name

Contact

Address

To developers:

The City of Saint Paul Housing and Redevelopment Authority (HRA) is facilitating a process to convey tax forfeit property from Ramsey County to developers (“Process”). To ensure tax forfeit property is returned to productive use, the HRA has established a Process to facilitate sale to developers.

Primary goals of the Process are as follows:

- To build Saint Paul’s density and tax base by ensuring tax forfeit parcels are developed
- To create a clear, straightforward, and efficient procedure for the HRA and its partners to act on acquisition of tax forfeit property
- To support the efforts of developers to stabilize Saint Paul neighborhoods

### **Process Summary**

The HRA will not be providing any financing for the acquisition or redevelopment of tax forfeit parcels conveyed through the Process. If your organization is interested in acquiring a tax forfeit property that the HRA has placed on hold, please refer to the attached Process description (Attachment A).

### **Compliance**

Zoning and code regulations applied by the City of Saint Paul to all development activities will apply. The HRA has determined that because it is not directly subsidizing any activity on the property, there will not be additional compliance requirements from the HRA, subject to approval of the attached policy and procedures by the HRA Board.

### **Timeline**

The HRA will accept applications to acquire property on a rolling basis. The following firm deadlines will apply:

Developer deadlines:

- April 1, 2014: HRA begins accepting and processing applications to acquire tax  
forfeit property  
June 13, 2014: Deadline to submit applications  
June 30, 2014: Deadline to submit Contract, acquisition price, and HRA fee

HRA and Ramsey County deadlines:

- May 14, 2014: Approval of tax forfeit policy and procedures by HRA Board  
July 23, 2014: Approval of 2013 Tax forfeit property acquisitions by HRA Board  
August 19, 2014: HRA deadline to submit proposal and acquisition price to Ramsey  
County  
December 31, 2014: Ramsey County deadline to close on property with HRA and  
Developer

**Application Submittal**

Applications must be received by **3 pm on June 13, 2014** to be considered for the Process.  
Applications shall be submitted to:

City of Saint Paul Housing and Redevelopment Authority  
City Hall Annex, Suite 1100  
25 West Fourth Street  
Saint Paul, MN 55102  
Attn: Cynthia Carlson Heins

**Questions**

Any questions about the tax forfeit acquisition process or requests to gain access to the properties  
should be submitted to Cindy Carlson at 651-266-6608 or [cindy.carlson@ci.stpaul.mn.us](mailto:cindy.carlson@ci.stpaul.mn.us).

This year is the pilot year of the Process and feedback or recommendations for improvements are  
welcome. The policy and procedure attached are in draft form only until approval by the HRA  
board on May 14<sup>th</sup>, 2014 and therefore subject to change. The HRA is hopeful that by working  
together, the tax forfeit properties in Saint Paul will return to productive use. Thank you for your  
cooperation and interest in improving Saint Paul.

Sincerely,

Cynthia Carlson Heins  
Senior Project Manager

Attachments:

- Draft policy and procedures for tax forfeit acquisition
- Application for tax forfeit properties
- Homeownership budget
- Rental budget
- List of eligible properties for application
- Ramsey County discount policy

PIN	Street	Street	Ward	District	type	Price*	Applicant Name	Date submitted
35.29.23.13.0095		764 Edmund		1	7 Vac House	<b>\$20,000</b>		
35.29.23.11.0129		667 Lafond		1	7 Vac land	<b>\$8,000</b>		
35.29.23.14.0097		632 Edmund		1	7 Vac land	<b>\$8,000</b>		
35.29.23.42.0025		823 Aurora		1	8 Vac House	\$55,000		
35.29.23.41.0048		675 Aurora		1	8 Vac House	\$75,000		
35.29.23.42.0026		819 Aurora		1	8 Occ House	\$105,000		
35.29.23.42.0066		766 Aurora		1	8 Occ House	\$75,000		
35.29.23.42.0070		777 Fuller		1	8 Occ House	\$75,000		
35.29.23.11.0115		657 Dale		1	7 Vac land			
36.29.23.23.0003		595 Mackubin		1	7 Vac land			
01.28.23.34.0002		388 Goodrich		2	9 Vac land			
01.28.23.34.0038		428 Banfil		2	9 Vac land			
28.29.22.34.0103		983 Minnehaha		7	4 Vac land	<b>\$7,000</b>		
32.29.22.22.0065		674 Rivoli		5	5 Vac land	\$5,000		
23.29.22.23.0034		1863 Montana		6	2 Vac land			
27.29.22.43.0078		1644 Reaney		7	1 Vac land			
28.29.22.21.0093		1000 Jessamine		6	5 Vac land			
29.29.22.24.0151		978 Desoto		5	5 Vac land			
33.29.22.43.0094		1111 McLean		7	4 Vac land			
33.29.22.21.0158		967 Margaret		7	4 Vac land	<b>\$6,500</b>		
34.29.22.33.0126		1372 McLean		7	4 Vac land			
35.29.23.11.0029		692 Minnehaha		7	7 Vac land			
35.29.23.23.0180		1058 Sherburne		1	7 Vac land			
29.29.22.13.0012		654 Magnolia		6	5 Vac land			

\*Purchase Price listed is without discounts and does not include recording/maintenance fees (to be determined) or relocation costs for occupied houses  
We have requested prices for all of the above properties and spreadsheet will be updated as prices are available.