



APPLICATION FOR APPEAL

RECEIVED
DEC 17 2012
CITY CLERK

Saint Paul City Clerk
310 City Hall, 15 W. Kellogg Blvd.
Saint Paul, Minnesota 55102
Telephone: (651) 266-8560

The City Clerk needs the following to process your appeal:

- \$25 filing fee payable to the City of Saint Paul
(if cash: receipt number 351910)
- Copy of the City-issued orders or letter which are being appealed
- Attachments you may wish to include
- This appeal form completed
- Walk-In *OR* Mail-In

YOUR HEARING Date and Time:

Tuesday, Jan. 15, 2013

Time 1:30 p.m.

Location of Hearing:

Room 330 City Hall/Courthouse

Address Being Appealed:

Number & Street: 2151-2153 Dayton Ave. City: St. Paul State: MN Zip: 55104

Appellant/Applicant: Pro-Mark Property Services, LLC Email brian@mcclay-alton.com

Phone Numbers: Business _____ Residence _____ Cell _____

Date: December 17, 2012

Signature:  Brian D. Alton, Attorney for Owner

Name of Owner (if other than Appellant): Pro-Mark Property Services, LLC

Address (if not Appellant): c/o McClay-Alton, PLLP, 951 Grand Ave., St. Paul, MN 55105

Phone Numbers: Business 651-290-0301 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
- Fire C of O: Only Egress Windows
- Code Enforcement Correction Notice
- Vacant Building Registration
- Other

See Attachment

MCCLAY • ALTON, P.L.L.P.
ATTORNEYS

Robert M. McClay
Brian D. Alton*

951 Grand Avenue
St. Paul, MN 55105
Fax: 651/290-2502
651/290-0301

*Also Licensed in Wisconsin

HAND DELIVERED

December 17, 2012

St. Paul City Clerk
15 West Kellogg Blvd
290 City Hall
St. Paul, MN 55102

RE: **2218-2220 Dayton Ave**
-and-
2151-2153 Dayton Ave

Dear Sir or Madam:

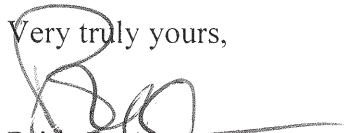
Our office represents William R. Nichols, the owner of the property located at 2218-2220 Dayton Ave., St. Paul, and Pro-Mark Property Services, LLC, the owner of the property located at 2151-2153 Dayton Ave.

Enclosed please find Application for Appeal, with Attachment, copy of the Notices of Incomplete Student Housing Registration Application December 5, 2012, and \$25.00 filing fee for each application, made payable to the City of St. Paul.

On behalf of the property owners, we respectfully request that a hearing on the appeals be scheduled.

Thank you for your consideration in this matter. If you need any further information please do not hesitate to contact me.

Very truly yours,



Brian D. Alton
brian@mcclay-alton.com

BDA/mm

Enclosures

cc: William R. Nichols
Connor Nichols

**ATTACHMENT TO APPLICATION FOR APPEAL
OF
NOTICE OF INCOMPLETE STUDENT HOUSING REGISTRATION APPLICATION**

Address: 2151-2153 Dayton Ave., St. Paul, MN 55104

The owner of the property appeals the **NOTICE OF INCOMPLETE STUDENT HOUSING REGISTRATION APPLICATION** dated December 5, 2012 on the grounds that the Fire Inspector made an error in determining that the property did not possess a fire certificate of occupancy or provisional certificate of occupancy as of the date of the registration application.

The property owner provided a valid application for registration of student housing which should have been approved.



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

375 Jackson's Street Suite 220
Saint Paul, MN 55101-1806

Telephone: 651-266-8989

December 5, 2012

RE: 2151-2153 DAYTON AVE

PRO-MARK PROPERTY SERVICES, LLC
C/O BILL OR CONNOR NICHOLS
2038 FORD PKWY # 410
ST PAUL MN 55116

Notice of Incomplete Student Housing Registration Application

Your application for Registration of Existing Student Housing has been received and is being returned to you because it is **INCOMPLETE, and can not be processed.**

Your application for Registration of Existing Student Housing lacks the following information, or is deficient as noted below. Please provide the listed information and resubmit your complete application, **BEFORE** December 5, 2012.

Applications received after December 5, 2012, will be reviewed as new applications and must meet all requirements of a new Student Housing property.

The listed property did not possess a valid Fire Certificate of Occupancy or valid Provisional Fire Certificate of Occupancy prior to June 27, 2012, and is not eligible for the initial registration period. You may apply as a new Student Housing property after December 5, 2012.

Documentation was not provided to validate student residents at the listed property within the 18 months immediately prior to August 8, 2012. (provide lease and student ID, or lease and student university registration receipt, or other acceptable documentation that identifies a student as a current or former resident)

The application form is incomplete as noted on the form.

Application forms, definitions, frequently asked questions, and other information to assist in completing your application for registration of an existing Student Housing property is available on our website at stpaul.gov/dsi or, you may contact me at the below listed address.

Michael G. Urmann

Fire Inspector II

Department of Safety & Inspections

375 Jackson Street – Suite 220

Saint Paul, MN 55101-1806

tel: 651-266-8990

fax: 651-266-8951