



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

Civil Division

400 City Hall

15 West Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: 651 266-8710

Facsimile: 651 298-5619

August 29, 2017

NOTICE OF INTENT TO DENY LICENSE

Steven Bartlett, Owner
Integrity Auto Sales
501 Maryland Avenue West, Suite B
St. Paul, MN 55117

RE: Auto Repair Garage license application submitted by Integrity Auto Sales, LLC d/b/a Integrity Auto Sales for the premises located at 501 Maryland Avenue West, Suite B in Saint Paul
License ID #: 20150003793

Dear Applicant:

The Department of Safety and Inspections will recommend denial of the Auto Repair Garage license application submitted by Integrity Auto Sales, LLC d/b/a Integrity Auto Sales for the premises located at 501 Maryland Avenue West, Suite B in Saint Paul. The basis for the recommendation is based on the following information:

On June 19, 2017, you were sent a letter from the Department of Safety and Inspections by US Mail and then emailed to stevebartlett651mn@yahoo.com stating your Auto Repair Garage license application was still pending until the requirements listed below were met by August 1, 2017:

- Obtain City Building Official approval for the change in use occurring within the building (i.e., establishment of the auto repair use) by completing the following:
 1. Obtain a Sewer Availability Charge (SAC) determination
 2. Complete all actions necessary so that the ventilation system is compliant with applicable code discipline requirements for an auto repair use
 3. Obtain all necessary building and/or trade permit(s) and inspection approval(s) so that the space can be certified for an auto repair use.

As of today, DSI has not received a response from you with submission of the required information to continue the application process.

In addition, on August 4, 2017, an inspector came to the licensed premises and took photographs showing the gate was locked and no activity. Photographs also showed that the following required improvements have not been made to the property since the initial opening inspection:

- You have not striped all the parking spaces in violation of license condition #4 of the Zoning Conditional Use Permit (CUP) Permit #15-144494:: "All parking spaces shall be striped." and license condition #9: "The parking lot shall be maintained in accordance with the approved site plan on file with DSI dated 10/12/2015. This includes striping of the parking lot, installation of customer/employee parking signage, repair/maintenance of the asphalt surface area, landscaping and fencing. Improvements and installation of customer/employee parking signage on the site must be completed by 06/01/2016."

At this time, you have four (4) options on how to proceed:

1. If I have not heard from you by **Friday, September 8, 2017**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the next available City Council Agenda for approval of the proposed remedy.
2. If you wish to admit the facts but you contest the penalty, you may have a public hearing before the Saint Paul City Council. You will need to send me a letter with a statement admitting to the facts and requesting a public hearing. I will need to receive your letter by **Friday, September 8, 2017**. The matter will then be scheduled before the City Council to determine whether to deny your Auto Repair Garage license. You will have an opportunity to appear before the City Council and make a statement on your own behalf.
3. If you dispute the facts outlined above, you may request a hearing before an Administrative Law Judge (ALJ). You will need to send me a letter disputing the facts and requesting an administrative hearing no later than **Friday, September 8, 2017**. At that hearing both you and the City will appear and present witnesses, evidence and cross-examine each other's witnesses. After receipt of the ALJ's report (usually within 30 days), a public hearing will need to be scheduled. At that time, the City Council will decide whether to adopt, modify or reject the ALJ's report and recommendation.

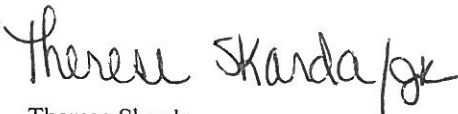
Please note: If you choose an administrative hearing, the Department of Safety and Inspections reserves the right to request that City Council impose the costs of the administrative hearing per Saint Paul Legislative Code § 310.05 (k).

4. You can withdraw your Auto Repair Garage license application. Please complete and return the enclosed REQUEST TO WITHDRAW form to the Department of Safety and Inspections (DSI), 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Friday, September 8, 2017**. Any request for a refund of the license application fee must also be made in writing to the Department of Safety and Inspections.

If you have not contacted me by **Friday, September 8, 2017**, I will assume that you do not contest the denial of your Auto Repair Garage license. In that case, the matter will be placed on the next available City Council Consent Agenda for approval of the recommended penalty.

If you have questions about these options, please feel free to contact my Legal Assistant, Julie Kraus at (651) 266-8710.

Sincerely,



Therese Skarda
Assistant City Attorney

cc: Steven Bartlett, 404 East Mainzer Street, West St. Paul, MN 55118
Kerry Antrim, Executive Director, District 6 Planning Council, 171 Front Avenue, St. Paul, MN 55117

Enclosure REQUEST TO WITHDRAW

STATE OF MINNESOTA)
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

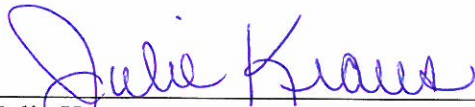
Julie Kraus, being first duly sworn, deposes and says that on the 29th day of August she served the attached **NOTICE OF INTENT TO DENY LICENSE** and a correct copy thereof in an envelope addressed as follows:

Steven Bartlett, Owner
Integrity Auto Sales
501 Maryland Avenue West, Suite B
St. Paul, MN 55117

Steven Bartlett
404 East Mainzer Street
West St. Paul, MN 55118

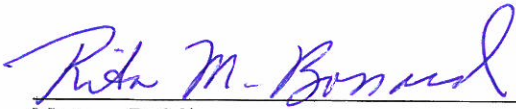
Kerry Antrim, Executive Director
District 6 Planning Council
171 Front Avenue
St. Paul, MN 55117

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.



Julie Kraus

Subscribed and sworn to before me
this 29th day of August, 2017



Notary Public

