



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1024

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

Dear Resident and/or Neighborhood Organization:

The Department of Safety and Inspections (DSI) has received an application for a license for a business in your area. You are being notified because this request requires neighborhood notification.

Details regarding this matter are given on the reverse side of this letter. You will have 30 days from the date this notice was mailed to express any objections. The response deadline is given on the reverse side of this document. If you have any objections to the application as described on the reverse side, **please send your objection(s) (with your telephone number) in writing to:**

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If objections are received, a hearing will be scheduled before a legislative hearing officer. If you have sent in an objection, you will receive notice of the time, place and date of the scheduled hearing. At that hearing, the Legislative Hearing Officer will take testimony from all interested persons. At the end of this hearing, the Legislative Hearing Officer will make a recommendation to the City Council as to whether the license request should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny the license.

**If you have any questions regarding this matter**, please contact Kris Schweinler, DSI Inspector III, at 651-266-8989, or me at 651-266-9106.

Sincerely,

Jeff Fischbach  
DSI Inspector III

## LICENSE APPLICATION NOTIFICATION

License Number: 20190001657  
Application for: Auto Body Repair/Painting Shop  
License at: 1346 Arcade St  
Licensee: Arcade Auto Body LLC, doing business as same  
Charles Belcher, owner, 651-230-1145

### **Recommended License Conditions:**

CONDITIONS #1 PER NONCONFORMING USE PERMIT #92-77:

1. No auto body or auto repair work shall be conducted in the garage area labeled as "this area storage only" on the approved site plan on file with the Department of Safety and Inspections (DSI) dated 07/17/2019.

ADDITIONAL LICENSE CONDITIONS #2 – 12:

2. All customer, employee, and business vehicles must be parked in accordance with the approved site plan on file with DSI dated 07/17/2019.
3. The parking lot shall be striped and maintained in accordance with the approved site plan on file with DSI dated 07/17/2019. A maximum of seventeen (17) vehicles may be parked on the exterior of the property at any time.
4. There shall be no exterior storage of vehicle parts, tires, oil or any other similar materials associated with the business. Trash will be stored in a covered dumpster. Storage of vehicle fluids, batteries, etc. shall be in accordance with the Ramsey County Hazardous Waste regulations.
5. At no time shall customer, employee, and/or business vehicles be parked in the driveway or the public right of way, or project into the public right-of-way (e.g., street, alley, sidewalk, boulevard, etc.). This includes, but is not limited to vehicles awaiting repair, and/or that have been repaired and are awaiting pick-up by the owner of the vehicle.
6. The storage of vehicles for the purpose of salvaging parts is expressly forbidden. All vehicles parked outdoors must appear to be completely assembled with no major body parts missing. Vehicle salvage is not permitted.
7. No repair of vehicles may occur on the exterior of the lot or in the public right-of-way (e.g., street, alley, sidewalk, boulevard, etc.). All repair work must occur within an enclosed building.
8. Vehicle sales and auto repair are not permitted.
9. Customer vehicles may not be parked longer than ten (10) days on the premises. It shall be the responsibility of the licensee to ensure that any vehicle not claimed by its owner is removed from the lot as permitted by law.
10. Provide maneuvering space on the property to allow vehicles entering and exiting the site to proceed forward. Backing from the street or on to the street is prohibited.
11. Licensee must comply with all federal, state and local laws.
12. Wheel stops shall be added to the customer parking spaces fronting along Arcade St to ensure that vehicles do not project into and/or obstruct the public right-of-way (i.e., sidewalk).

**Deadline for Response Date: Friday, August 23, 2019 at 4:30 p.m.**

If you have any objections to the license application, you must respond in writing by Friday, August 23, 2019 to:

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If you have any questions, please contact DSI Inspectors Ross Haddow or Jeff Fischbach at 651-266-8989.

Notice Mailed: Friday, July 19, 2019



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9040  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

July 19, 2019

Arcade Auto Body LLC  
Attn: Charles Belcher  
1414 Arcade St  
St Paul MN 55106

RE: License Application for Arcade Auto Body LLC, doing business as same, ID # 20190001657, Located at 1346 Arcade St / **Auto Body Repair/Painting Shop**

Dear Applicant:

Our review of your application for a license is in process. Notification has been sent to the community organization and neighbors for the area in which you intend to operate giving them until **Friday, August 23, 2019** to voice any objections to your license application. If no objections are received, your license will be issued (pending any requirements not completely met) approximately one week past the date given above.

If objections are received a hearing will be scheduled before a legislative hearing officer. You will receive notice of the time, place and date of the scheduled hearing from the Legislative Hearing Officer. At that hearing, the hearing officer will take testimony from all interested persons and will make a recommendation to the City Council as to whether the license(s) should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny this license application.

**Requirements including the following must be met prior to the issuance of your licenses:**

- Sign and return one copy of the enclosed license condition affidavit acknowledging the conditions that will be placed on your license(s). A return envelope has been included for your convenience.
- Submit a signed letter from the current licensee stating they want to cancel their existing license and will no longer operate here once your license is approved and issued.
- Provide a signed statement from the property owner stating an auto body repair/painting business is a permitted use. This was not specifically stated in the lease you submitted.
- Contact DSI Zoning Division Inspector David Eide at 651-266-9088 to schedule the required on-site inspection to review the license conditions and location for compliance with the approved site plan dated 07/17/2019 (see enclosed copy). **Note**, this will require that you first make site improvements in accordance with the approved plan such as striping of the individual parking spaces, installation of wheel stops along Arcade St, and installation of handicap parking signage/striping.

If you have any questions, please contact Mr. Eide at 651-266-9088 or me at 651-266-9106.

Sincerely,

Jeff Fischbach  
DSI Inspector III

enc.

**Disclaimer: This letter is not an indication that your application will be granted. This letter is intended simply as notice of the ongoing process of your pending application.**