



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

RECEIVED

SEP 24 2015

CITY CLERK

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

- \$25 filing fee (non-refundable) (payable to the City of Saint Paul)
- (if cash: receipt number 794069)
- Copy of the City-issued orders/letter being appealed
- Attachments you may wish to include
- This appeal form completed
- Walk-In OR  Mail-In
- for abatement orders only:  Email OR  Fax

### HEARING DATE & TIME

(provided by Legislative Hearing Office)

Tuesday, October 13<sup>th</sup>, 2015

Time 2:30 P.M.

Location of Hearing:

Room 330 City Hall/Courthouse

### Address Being Appealed:

Number & Street: 646 AURORA AVE City: ST. PAUL State: MN Zip: 55104

Appellant/Applicant: TERRY GLASS Email \_\_\_\_\_

Phone Numbers: Business 763-219-7118 Residence \_\_\_\_\_ Cell 763-219-7118

Signature: Terry Glass Date: \_\_\_\_\_

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

Mailing Address if Not Appellant's: 8104 83<sup>rd</sup> St. S. Cottage Grove MN 55016

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
- Other (Fence Variance, Code Compliance, etc.)

Inspectors were Backed up for some weeks before Property was Inspected so It put my Initial start date Behind would like ~~more~~ more time to complete have pulled some permits work is in Progress

Room #310

DEPARTMENT OF SAFETY AND INSPECTIONS

Steve Wagner, Manager of Code Enforcement



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

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

Telephone: 651-266-8989  
Facsimile: 651-266-1919  
www.stpaul.gov/dsi

September 21, 2015

Terry Glass  
8104 83rd St S  
Cottage Grove MN 55016-3219

## 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 **\$2,025.00**. 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 646 AURORA AVE 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.

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

**City of Saint Paul**  
 Department of Safety and Inspections  
**VACANT BUILDING REGISTRATION FORM**

Date: \_\_\_\_\_

Address of Property: \_\_\_\_\_

**Planned disposition of this building (please check one):**

I plan to rehabilitate this structure commencing (date): \_\_\_\_\_

I plan to demolish (wreck and remove) this building by (date): \_\_\_\_\_

I am willing to authorize the City of Saint Paul to demolish and remove this building(s).

This building is **vacant as a result of fire damage**. The fire occurred on (date) \_\_\_\_\_. I, as the property owner, want to claim registration and fee exemption status for ninety (90) days from the date of the fire. I intend to repair and reoccupy the building.

Other: \_\_\_\_\_

**Responsible Party:** Persons/organizations who will ensure compliance with the ordinance:

|      |         |               |                 |
|------|---------|---------------|-----------------|
| NAME | ADDRESS | PRIMARY PHONE | ALTERNATE PHONE |
|------|---------|---------------|-----------------|

\_\_\_\_\_  
 \_\_\_\_\_

Persons, lien holders, mortgagees, mortgagors and other interested parties known to me:

|      |         |               |                 |
|------|---------|---------------|-----------------|
| NAME | ADDRESS | PRIMARY PHONE | ALTERNATE PHONE |
|------|---------|---------------|-----------------|

\_\_\_\_\_  
 \_\_\_\_\_

All persons listed here will receive letters for the annual fee renewal. *Also use this form to de-register your interest.*

|   |   |
|---|---|
| <p>_____<br/> <b>Print Your Name (legibly)</b></p> <p>_____<br/> <b>Signature</b></p> <p>_____<br/> <b>Address</b></p> <p>_____<br/> <b>City</b>                      <b>State</b>                      <b>Zip</b></p> <p>_____<br/> <b>main contact telephone</b>                      <b>alternate phone</b></p> <p>_____<br/> <b>Email address (print legibly)</b></p> | <p><b>\$2,025 Registration Fee – for new or renewal dates on/after February 15, 2015</b></p> <p><b>INSTRUCTIONS:</b></p> <p><i>Complete and return this form. Include the \$2,025.00 registration fee, ONLY if it is now due. For questions, call 651-266-8989.</i></p> <p><i>Make checks payable to: <b>City of Saint Paul</b></i></p> <p><i>Make Payment at, or mail payment to:</i></p> <p style="text-align: center;"><b>City of Saint Paul</b><br/> <b>Department of Safety and Inspections</b><br/> <b>Code Enforcement – Vacant Buildings</b><br/> <b>375 Jackson Street, Suite 220</b><br/> <b>St. Paul, MN 55101-1806</b></p> <p><i>Credit Card payment accepted in person, or by FAX, only. Fax to: 651-266-9124</i></p> <p style="text-align: center;"><b>Thank you for your cooperation</b></p> |
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