RLH VBR 19-80

APPLICATION FOR APPEAL

Saint Paul City Council – Legislative Hearings

RECEIVED
OCT 22 2019
CITY CLERK

310 City Hall, 15 W. Kellogg Blvd.
Saint Paul, Minnesota 55102
Telephone: (651) 266-8585

We need the following to process your appeal:

- ☑ **$25 filing fee (non-refundable) (payable to the City of Saint Paul)** (if cash: receipt number # 33477)
- ○ **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, NOV. 5, 2019

Time 2:30 P.M.

Location of Hearing:
Room 330 City Hall/Courthouse

Address Being Appealed:

Number & Street: 112 Manitoba City: St Paul State: MN Zip: 55

Appellant/Applicant: Joe Collins Email joecollins@housinghubmn.com

Phone Numbers: Business _____ Residence _____ Cell 6514285922

Signature: _____ Date: 10/9/19

Name of Owner (if other than Appellant): _____

Mailing Address if Not Appellant's: 351 Kellogg Blvd East, St Paul MN 55101

Phone Numbers: Business 6514285911 Residence 6514285922 Cell 6514887437

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.)**

Comments:

* waiting for warning letter.

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

CITY OF SAINT PAUL

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

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

October 24, 2019

Fair Housing Llc
351 Kellogg Blvd E
St Paul MN 55101-1411

Customer #: 1571577
Bill #: 1463536

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 $2,127.00. 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 112 MANITOBA 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.

You may pay this registration fee online by going to **online.stpaul.gov** and selecting the 'Make a Payment' option. You will need your customer number and bill number to process a payment - both can be found on this letter.

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

All category 2 and category 3 vacant buildings must be winterized with gas and water services shut off or, alternately, an excess flow gas valve must be installed in the dwelling, within sixty (60) days of the date of this notice.

WRITTEN PERMISSION FROM THE CITY OF SAINT PAUL IS REQUIRED BEFORE A CATEGORY 2 OR CATEGORY 3 VACANT BUILDING CAN BE OCCUPIED OR SOLD.

Category 2: Requirements include: 1. register/re-register the building, 2. pay outstanding fee(s), 3. obtain a code compliance report, 4. submit for approval a rehab cost estimate from a licensed contractor and a schedule for completion of all code compliance work, 5. submit proof of financial responsibility acceptable to the City, and 6. obtain Zoning approval of the proposed use.

Category 3: All requirements listed for Category 2 vacant buildings, AND obtain a **Certificate of Occupancy** OR **Certificate of Code Compliance** prior to the sale of the building.

If the use of this building meets the definition of a nonconforming use by the Zoning Code, then the use will lose its nonconforming status 365 days from the date the building was declared vacant.

If you have questions about this registration fee or other vacant building requirements, please contact the Enforcement Officer, Matt Dornfeld, at 651-266-1902.

This registration form and fee is required by law. Your prompt attention to this matter is appreciated.

You may file an appeal to this fee or registration requirements by contacting the City Clerk's Office by calling (651)266-8688. Any appeal of this fee must be made within ten (10) days of the date of this notice.

Steve Magner
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information
Vacant Building Registration Form
SM: md
vb_warning_letter 2/15