



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

October 27, 2017

NOTICE OF INTENT TO DENY LICENSE

Laura K. Sanchez
3109 Holmes Avenue South
Minneapolis, MN 55408

RE: Massage Practitioner license application submitted by Laura K. Sanchez for the premises located at 1053 Grand Avenue Ste. #113 in Saint Paul
License ID #: 20170002160

Dear Applicant:

The Department of Safety and Inspections will recommend denial of the Massage Practitioner license application submitted by Laura K. Sanchez for the premises located at 1053 Grand Avenue Ste. #113 in Saint Paul. The basis for the recommendation is based on the following information:

On August 22, 2017, you were sent a letter and LICENSE APPLICATION INVOICE from the Department of Safety and Inspections (DSI) stating your Massage Practitioner license application was still pending because the following requirements have not been met:

1. Payment of license fees with NSF Penalty Charge (DSI records show the \$95.00 license fee payment you submitted on June 5, 2017 was returned "Non-sufficient Funds").
2. Submit insurance certificates showing coverage of \$1,000,000 general liability and \$1,000,000 professional liability with 30-day notice of cancellation and the City of Saint Paul named as additional insured. (The insurance certificate you originally submitted has an expiration date of September 30, 2017).
3. Submit either proof of successful completion of a postsecondary course of study that includes 500 contact hours at an accredited or licensed school OR proof of the ability to have been licensed as a Massage Practitioner in Saint Paul based on successful completion of national certification exams as previously stipulated in Saint Paul Ordinance.

You were given until September 30, 2017 to pay the license fee including the NSF Penalty Charge and submit the required information listed above. As of today's date, DSI has not received a response from you concerning the license fee payment and information required to complete your license application.

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

1. If I have not heard from you by **Monday, November 6, 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. You can pay the license application fee along with the NSF Penalty Charge and submit the required information listed above. **If this is your choice, you need to contact the Department of Safety and Inspections (651) 266-8989 to determine the total amount due** and send the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, November 6, 2017**. A self-addressed envelope is enclosed for your convenience. Payment of the license application fee and NSF Penalty Charge and submission of the required information will be considered a waiver of the hearing to which you are entitled.
3. 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 **Monday, November 6, 2017**. The matter will then be scheduled before the City Council to determine whether to deny your Massage Practitioner license. You will have an opportunity to appear before the City Council and make a statement on your own behalf.
4. You can withdraw your Massage Practitioner license application. Please complete and return the attached 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 **Monday, November 6, 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 Monday, November 6, 2017, I will assume that you do not contest the denial of your Massage Practitioner 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: Laura K. Sanchez, Hush Therapeutic Massage, 1053 Grand Avenue, Ste. #113, St. Paul, MN 55105

Attachment: 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 27th day of October she served the attached **NOTICE OF INTENT TO DENY LICENSE** and a correct copy thereof in an envelope addressed as follows:

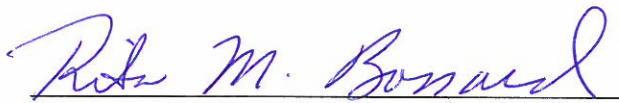
Laura K. Sanchez
3109 Holmes Avenue South
Minneapolis, MN 55408

Laura K. Sanchez
Hush Therapeutic Massage
1053 Grand Avenue, Ste. #113
St. Paul, MN 55105

(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 27th day of October, 2017


Notary Public

