



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

RECEIVED

MAY 08 2020

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 \_\_\_\_\_)
  - 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

<b>HEARING DATE &amp; TIME</b> (provided by Legislative Hearing Office) Tuesday, <u>May 19, 2020</u>
Time <u>2:30 p.m.</u>
<del>Location of Hearing:</del> <u>Room 330 City Hall/Courthouse</u> <u>Teleconference</u>

Appellant will be called between 2:30 p.m. + 3:30 p.m.

### Address Being Appealed:

Number & Street: 449 Hatch Ave City: ST Paul State: MN Zip: 55117-4713

Appellant/Applicant: Wayne C. Stainbrook Email \_\_\_\_\_

Phone Numbers: Business \_\_\_\_\_ Residence \_\_\_\_\_ Cell 651-895-7231

Signature: Wayne C. Stainbrook Date: 05/01/20

Name of Owner (if other than Appellant): Leona L Schellin/C/O Wayne Stainbrook

Mailing Address if Not Appellant's: 449 Hatch Ave ST. Paul MN 55117-4713

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.)

Comments:

I am working with  
Rebuilding Together Twin  
Cities. With (Chris Ryan  
(651-776-4273)  
(Emily Bowen) At SMARL  
(651-222-5863)

Emily Bowen is help Legal helps  
for transferring the house  
in my name. So rebuild can  
do the roof.

Sincerely

Wayne C. Stambrook



CITY OF SAINT PAUL

375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806Telephone: 651-266-8989  
Facsimile: 651-266-1919  
www.stpaul.gov/dsi

May 01, 2020

Leona L Schellin/C/O Wayne Stainbrook  
449 Hatch Ave  
St Paul MN 55117-4713Customer #: 1588034  
Bill #: 1492787**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 449 HATCH 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, James Hoffman, at 651-266-1947.

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, **unless the fee was previously appealed**, 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: jh  
vb\_warning\_letter 2/15



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

Date: 05/01/20

Address of Property: 449 Hatch Ave ST Paul MN 55117-4713

Planned disposition of this building (please check one):

- I plan to rehabilitate this structure commencing (date): Soon as the property transfers
- 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
<u>Wayne C. Stainbrook</u>	<u>449 Hatch Ave ST Paul MN 55117-4713</u>	<u>651-895-7231</u>	

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><u>Wayne C Stainbrook</u>  <b>Print Your Name (legibly)</b></p> <p><u>Wayne C. Stainbrook</u>  <b>Signature</b></p> <p><u>449 Hatch Ave</u>  <b>Address</b></p> <p><u>ST Paul</u>                      <u>MN</u>                      <u>55117-4713</u>  <b>City</b>                                      <b>State</b>                                      <b>Zip</b></p> <p><u>651-895-7231</u>  <b>main contact telephone</b>                                      <b>alternate phone</b></p> <p>_____  <b>Email address (print legibly)</b></p>	<p><b>INSTRUCTIONS: \$2,127.00 Registration Fee</b>  <i>Complete and return this form via us mail or email:  <a href="mailto:DSIVacantbuildings@ci.stpaul.mn.us">DSIVacantbuildings@ci.stpaul.mn.us</a></i></p> <p><i>Include the \$2,127.00 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>  <i>Make Payment online or mail payment to:</i></p> <p align="center"><b>City of Saint Paul</b>                  Department of Safety and Inspections                  Code Enforcement – Vacant Buildings                  375 Jackson Street, Suite 220                  St. Paul, MN 55101-1806</p> <p><i>Credit Card payment accepted online or in person, or by Fax: 651-266-9124</i></p> <p align="center"><b>Thank you for your cooperation</b></p>
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I am the property owner