



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 13, 2015

NOTICE OF INTENT TO SUSPEND LICENSE

Charles J. Schuck III  
CS Reptiles  
963 – 7<sup>th</sup> Street West  
St. Paul, MN 55102

RE: Pet Shop license held by Charles J. Schuck III d/b/a CS Reptiles for the premises located at 963 – 7<sup>th</sup> Street West in Saint Paul  
License ID #20140002520

Dear Mr. Schuck:

The Department of Safety and Inspections (DSI) has recommended suspension of the Pet Shop license held by Charles J. Schuck III d/b/a CS Reptiles for the premises located at 963 – 7<sup>th</sup> Street West in Saint Paul. The basis for the recommendation is as follows:

**On September 1, 2015, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating your Pet Shop license expired August 21, 2015 and you owed delinquent license and late fees. You were also asked to submit a completed Certificate of Compliance Minnesota Workers' Compensation Law form along with your license fee payment (enclosed).**

**You were given until September 22, 2015, to pay the delinquent license and late fees and submit the required information. As of today's date, neither has been received.**

In addition to the suspension of your Pet Shop license, per Saint Paul Legislative Code §310.05 (m) (2), the licensing office will also recommend a \$500.00 matrix penalty for failure to submit the required information in order to maintain your license.

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

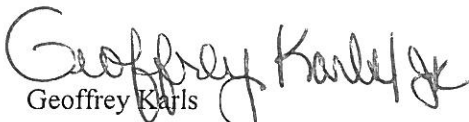
1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **Monday, October 26, 2015**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the City Council Agenda for approval of the proposed remedy.

2. You can pay the delinquent license and late fees and submit the required information. If this is your choice, you need to contact the Department of Safety and Inspections (DSI) to determine the total amount due. You may then send in the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, October 26, 2015**. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent license and late fees and submission of the required information will be considered to be a waiver of the hearing to which you are entitled.
3. If you wish to admit the facts but 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 the facts and requesting a public hearing. I will need to receive your letter by **Monday, October 26, 2015**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your Pet Shop license and impose the \$500.00 matrix penalty. You will have an opportunity to appear before the Council and make a statement on your own behalf.
4. If you no longer wish to do business in the City of Saint Paul, you will need to send a written statement to that effect to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, October 26, 2015**. Information should be directed to the attention of Dan Niziolek.

**If you have not contacted me or DSI by Monday, October 26, 2015, I will assume that you do not contest the suspension of your Pet Shop license and imposition of the \$500.00 matrix penalty. In that case, the matter will be placed on the City Council Consent Agenda for approval of the recommended penalty.**

If you have questions about these options, please feel free to contact me at 266-8710.

Sincerely,

  
Geoffrey Karls  
Assistant City Attorney

Cc: Dan Niziolek, DSI Deputy Director  
Charles J. Schuck, III, 926 Aurora Avenue, St. Paul, MN 55104

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 13<sup>th</sup> day of October she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and correct copy thereof in an envelope addressed as follows:

Charles J. Schuck, III  
CS Reptiles  
963 – 7<sup>th</sup> Street West  
St. Paul, MN 55102

Charles J. Schuck, III  
926 Aurora Avenue  
St. Paul, MN 55104

(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  
Julie Kraus

Subscribed and sworn to before me  
this 13<sup>th</sup> day of October, 2015

Rita M. Bossard  
Notary Public

