



**INTERIM USE PERMIT APPLICATION**  
 Department of Planning and Economic Development  
 Zoning Section  
 1400 City Hall Annex  
 25 West Fourth Street  
 Saint Paul, MN 55102-1634  
 (651) 266-6589

Zoning Office Use Only  
 File #: 18-115934  
 Fee: \_\_\_\_\_  
 Tentative Hearing Date: 11-7-18

PD: 17

# 062822110029

**APPLICANT**

Name Ramsey County # 062822110029  
Jean Krueger Email jeanrkrueger@co.ramsey.mn.us  
 Address 121 7th Place E., Suite 2200  
 City St. Paul State MN Zip 55101 Daytime Phone 651-266-2262  
 Name of Owner (if different) Ramsey County  
 Contact Person (if different) Jean Krueger Phone \_\_\_\_\_

**PROPERTY LOCATION**

Address/Location 160 E. Kellogg Blvd., Suite 2000  
 Legal Description See attached Exhibit A  
 Current Zoning B-4

**TYPE OF PERMIT:** Application is hereby made for an Interim Use Permit under provisions of State Statute 462.3597:

The permit is for:  Interim Use Permit

Present/Past Use Building is primarily office space. Suite 2000 is the old detox space, currently vacant.

Proposed Use Suite 2000 proposed for emergency overnight shelter use, capacity of 64, from November 1, 2018 through April 30, 2019.

**SUPPORTING INFORMATION:** Supply the information that is applicable to your type of permit.

Temporary use of Suite 2000 to support the County/City initiative of providing emergency overnight shelter for homeless individuals from November 1 through April 30, 2019. Catholic Charities will operate the facility. Adults, upon referral, will utilize the facility from 10 p.m. to 9 a.m. daily. Ramsey County owns and will continue to own the facility.

Attach additional sheets if necessary

Attachments as required:  Site Plan - Exhibit B

Applicant's Signature Jean Krueger Date 10/22/18 City Agent pd 10/22/18

October 22, 2018  
Mr. Luis Pereira  
Planning Director  
1400 City Hall Annex  
25 West 4<sup>th</sup> Street  
Saint Paul, MN 55102

Dear Mr. Pereira,

Please consider this a formal application for an Interim Use Permit to allow Ramsey County and its partners, the City of Saint Paul, Catholic Charities, the Saint Paul Foundation and others, to open a short-term emergency housing facility in a portion of the Ramsey County East building (160 East Kellogg) for the winter of 2018-2019.

As you are aware, Ramsey County is experiencing an unprecedented increase in the number of unsheltered individuals and families as rents increase and rental vacancy rates fall throughout the county. While we all believed that the January 2017 opening of Higher Ground Saint Paul would help alleviate the problem, we are discovering that more needs to be done. And work has begun. Higher Ground Saint Paul Phase II is under construction to provide additional low income housing units in late 2019.

There is, however, a tremendous need for this winter. To meet that need—and at the request of our partners—Ramsey County is proposing to re-open the portion of its Ramsey County East Building formerly used as a detox facility for use as Winter Safe Space for unsheltered individuals for this winter. Catholic Charities has been engaged as our service provider. We hope to open by November 1, 2018 and close by April 30, 2019. Ramsey County owns and will continue to own the facility after use of this space as the Winter Safe Space.

The program model has been defined as follows:

- Residents will be referred only by law enforcement, first responders, outreach workers or staff at Higher Ground Saint Paul or the Union Gospel Mission if it is after 10 p.m. and there are no other housing options for the night. This, indeed, would be housing of last resort for single adults. (Other arrangements will be made for families.)
- All residents will be engaged by case managers after they have had a night's sleep to determine whether they should come back the next night or whether there are better long-term housing options for them. Our goal will be to get everyone on a track to more suitable housing as quickly as possible.
- Residents will be referred to day-time services for meals and additional case management when they leave the Winter Safe Space by 9 a.m. Some of those services may be secured in the Ramsey County East building itself where county residents apply for various forms of financial assistance.

We all recognize that this facility does not represent a long term solution for this growing need for affordable housing. The fact that, if approved, this would be permission for only an interim use is fully consistent with the overall program plan that has been developed to establish alternatives for unsheltered individuals.

Thank you for your consideration. Please don't hesitate to call me if you have any questions, 651-266-2262.

Sincerely,



Jean R. Krueger  
Director, Property Management  
[Jean.Krueger@co.ramsey.mn.us](mailto:Jean.Krueger@co.ramsey.mn.us)

ROBERT STREET

Ramsey County East Building, 160 East Kellogg Blvd.

EAST KELLOGG BLVD

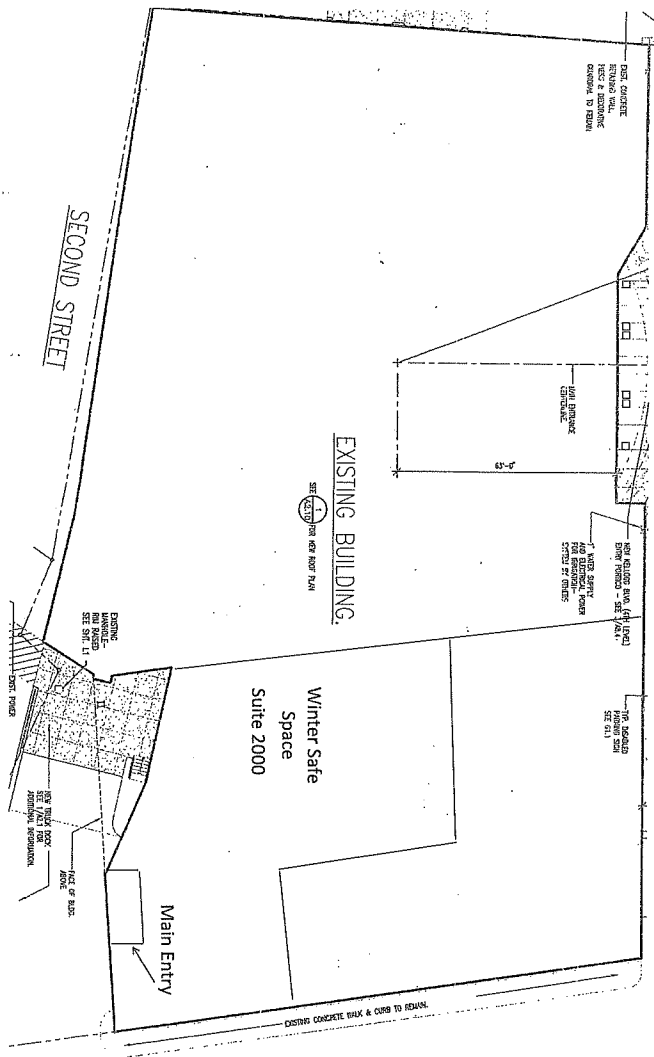


Exhibit B

