



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

RECEIVED

NOV 19 2013

CITY CLERK

### We need the following to process your appeal:

- \$25 filing fee payable to the City of Saint Paul (if cash: receipt number 465217)
- 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

<p><b>HEARING DATE &amp; TIME</b>          (provided by Legislative Hearing Office)          Tuesday, <u>November 26, 2013</u></p> <p>Time <u>2:30 p.m.</u></p> <p>Location of Hearing:          Room 330 City Hall/Courthouse</p>
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### Address Being Appealed:

Number & Street: 1585 CONWAY ST City: ST. PAUL State: MN Zip: 55

Appellant/Applicant: MIKE O'ROURKE  
JUDY SIRBASKU Email: D. O'ROURKE@USBANK.COM

Phone Numbers: Business 651-450-9569 Residence \_\_\_\_\_ Cell 651-462-0366

Signature: [Signature] Date: 11/19/13

Name of Owner (if other than Appellant): JUDY SIRBASKU

Mailing Address if Not Appellant's: 3711 WINDMILL HILL, WACO, TX 76710

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
- Code Enforcement Correction Notice
- Vacant Building Registration
- Other

PROPERTY WAS TEMPORARILY VACANT  
AFTER TENANT MOVED OUT. PROPERTY  
HAS BEEN MAINTAINED AND WILL BE  
LISTED WITH AN AGENT ON 11/24/13  
PROPERTY HAS ONLY BEEN UNOCCUPIED  
FOR SIX MONTHS WHILE BEING PREPARED  
FOR SALE



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

September 13, 2013

Nuisance Building Code Enforcement

375 Jackson Street, Suite 220

Saint Paul, MN 55101-1806

651-266-8989

651-266-1919

[www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

Antoinette Demaio  
3711 Windmill Hill Dr  
Waco TX 76710-1340

## 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 **\$1,440.00**. 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 **1585 CONWAY ST** 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.

If you wish to pay in person, you may do so at:

DEPARTMENT OF SAFETY AND INSPECTIONS  
375 Jackson Street, Suite 220  
Saint Paul, MN 55101-1806

between the hours of 8:00 a.m. to 4:00 p.m. Monday through Friday.

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, Dave Nelmark, at 651-266-1931.

Your prompt attention to this matter is appreciated. Thank you.

***Steve Magner***

Vacant Buildings Program Manager  
Department of Safety and Inspections

Enclosures: Regulations Requirements Information  
Vacant Building Registration Form

SM: dn

vb\_warning\_letter 11/12