



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1024

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

Dear Resident and/or Neighborhood Organization:

The Department of Safety and Inspections (DSI) has received an application for a license for a business in your area. You are being notified because this request requires neighborhood notification.

Details regarding this matter are given on the reverse side of this letter. You will have 30 days from the date this notice was mailed to express any objections. The response deadline is given on the reverse side of this document. If you have any objections to the application as described on the reverse side, **please send your objection(s) (with your telephone number) in writing to:**

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If objections are received, a hearing will be scheduled before a legislative hearing officer. If you have sent in an objection, you will receive notice of the time, place and date of the scheduled hearing. At that hearing, the Legislative Hearing Officer will take testimony from all interested persons. At the end of this hearing, the Legislative Hearing Officer will make a recommendation to the City Council as to whether the license request should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny the license.

**If you have any questions regarding this matter**, please contact Kris Schweinler, DSI Inspector III, at 651-266-8989, or me at 651-266-9106.

Sincerely,

Jeff Fischbach  
DSI Inspector III

## LICENSE APPLICATION NOTIFICATION

License Number: 20170003842  
Application for: Second Hand Dealer - Motor Vehicle. *NOTE: This is for a change in ownership of an existing licensed location.*  
License at: 670 Pelham Blvd Ste 120  
Licensee: Sally's Automotive Inc, doing business as same  
Ryan Duffy, owner, 651-331-1432

### Recommended License Conditions:

1. The parking lot shall be striped and maintained in accordance with the approved site plan on file with the Department of Safety and Inspections (DSI) dated 06/05/2007. The maximum number of vehicles displayed "for sale" outdoors shall not exceed eight (8). All inventory, for-sale and/or display vehicles must be parked in the area shown on the approved site plan on file with DSI dated 06/05/2007 (which is the southwest corner of the property fronting along Pelham Blvd). Any changes to the site plan must be approved by the Zoning Administrator.
2. A minimum of three (3) customer/employee parking spaces must be maintained on the property for this business. All vehicles on the site must be parked as shown on the approved site plan on file in DSI dated 06/05/2007. Any changes to the site plan must be approved by the Zoning Administrator.
3. The license holder agrees to maintain the site in accordance with the approved site plan which includes any vehicle barriers, fencing, bollards and chains, wheel stops, striping of parking spaces, etc.
4. Customer, employee, inventory, and/or for-sale vehicles shall not be parked or stored in the public right-of-way (e.g., street, alley, boulevard, driveway, etc). This includes cars which have been sold and are awaiting pick-up by their owners, inventory vehicles not yet ready for sale, employee driven vehicles owned/titled/etc. by the business, etc.
5. There shall be no exterior storage of vehicle parts, tires, oil or any other similar materials associated with the business. Trash will be stored in a covered dumpster.
6. All vehicles parked outdoors must appear to be completely assembled with no major body parts missing.
7. Vehicle salvage is not permitted.
8. Auto body repair and/or vehicle painting are not permitted.
9. Auto repair is not permitted.
10. Customer vehicles may not be parked longer than ten (10) days on the premises. It shall be the responsibility of the licensee to ensure that any vehicle not claimed by its owner is removed from the lot as permitted by law.
11. Provide maneuvering space on the property to allow vehicles entering and exiting the site to proceed forward as stipulated on the approved site plan.
12. Licensee must comply with all federal, state, and local laws.
13. ~~Storage of vehicle fluids, batteries, etc. shall be in accordance with Ramsey County Hazardous Waste Regulations.~~
14. The curb cut closest to the intersection of Pelham and Wabash must be removed, or bollards and chain must be installed along the southern property line from Pelham to the second curb cut from the intersection of Pelham and Wabash in accordance with the approved site plan on file with DSI dated 06/05/2007. Any work required to bring the site into compliance with the approved site plan must be completed prior to license issuance.

Note: The Second Hand Dealer Motor Vehicle License is issued on the condition that the State of Minnesota Dealer Number is submitted to DSI upon issuance by the State of Minnesota Dealer Unit & the ownership group for both the State Dealer License and City license are the same for this location.

**Deadline for Response Date: Friday, November 3, 2017 at 4:30 p.m.**

If you have any objections to the license application, you must respond in writing by Friday, November 3, 2017 to:

Legislative Hearing Officer  
310 City Hall  
15 West Kellogg Blvd.  
Saint Paul, MN 55102

Or email to: [LH-Licensing@ci.stpaul.mn.us](mailto:LH-Licensing@ci.stpaul.mn.us)

If you have any questions, please contact DSI Inspectors Kris Schweinler, Yaya Diatta, or Jeff Fischbach, DSI at 651-266-8989.

Notice Mailed: Thursday, September 28, 2017

An Affirmative Action Equal Opportunity Employer



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

375 Jackson Street, Suite 220  
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9040  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

September 28, 2017

Sally's Automotive Inc  
Attn: Ryan Duffy  
670 Pelham Ave Ste 120  
St Paul MN 55114

RE: License Application for Sally's Automotive Inc, doing business as same, ID # 20170003842, Located at 670 Pelham Blvd Ste 120 - **Second Hand Dealer - Motor Vehicle**

Dear Applicant:

Our review of your application for a license is in process. Notification has been sent to the community organization and neighboring property owners for the area in which you intend to operate giving them until **Friday, November 3, 2017** to voice any objections to your license application. If no objections are received, your license will be issued (pending any requirements not completely met) approximately one week past the date given above.

If objections are received a hearing will be scheduled before a legislative hearing officer. You will receive notice of the time, place and date of the scheduled hearing from the Legislative Hearing Officer. At that hearing, the hearing officer will take testimony from all interested persons and will make a recommendation to the City Council as to whether the license(s) should be approved or be referred to an administrative law judge for further review. The City Council will have the final authority to grant or deny this license application.

**The following requirement must be met prior to the issuance of your licenses:**

- Sign and return one copy of the enclosed license condition affidavit acknowledging the conditions that will be placed on your license(s). A return envelope has been included for your convenience.
- Provide a key floorplan showing the layout of the interior of the entire building clearly identifying the following information on the plan:
  - Where your office space will be located.
  - The entrance door your customers will be using to your office space.
  - The path you will use to get from your office space to your outdoor vehicle sales display area.
- Contact Kris Schweinler, DSI Senior License Inspector, at 651-266-9110 to schedule the required opening inspection to review the site for compliance with the license conditions referenced in the enclosed license condition affidavit.

If you have any questions, please contact DSI Inspectors Kris Schweinler, Yaya Diatta, or me at (651) 266-8989.

Sincerely,

Jeff Fischbach  
DSI Inspector III  
enc.

**Disclaimer: This letter is not an indication that your application will be granted. This letter is intended simply as notice of the ongoing process of your pending application.**