



**CITY OF SAINT PAUL**  
OFFICE OF THE CITY COUNCIL  
310 CITY HALL  
15 WEST KELLOGG BOULEVARD  
SAINT PAUL, MN 55102-1615  
Marcia Moermond, Legislative Hearing Officer  
EMAIL: [legislativehearings@ci.stpaul.mn.us](mailto:legislativehearings@ci.stpaul.mn.us)  
PHONE: (651) 266-8585 FAX: (651) 266-8574

October 28, 2022

Victoria D. Cree  
17366 Prairie Island Blvd.  
Welch, MN 55089

Associated Bank, NA  
200 N. Adams St.  
Green Bay, WI 54301

VIA MAIL

VIA MAIL

Re: Remove or Repair of the Structure at 1011 Burns Avenue

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on October 25, 2022 at which no one appeared, Legislative Hearing Officer Marcia Moermond recommended that the City Council **remove the building within 15 days with no option to repair.**

**For your reference, the following items must be completed before receiving a grant of time from the City Council to rehabilitate the property:**

- 1. Post a \$5,000 Performance Deposit with the Department of Safety & Inspections;**
- 2. submit evidence of financing sufficient to complete the rehabilitation.** Staff estimates costs to exceed \$100,000. If total for bids are more than 20% less than staff estimate, a high level of detail will be required. Financing could be business or personal accounts, a line of credit, or construction loan. Other types of financing will be reviewed on a case-by-case basis;
- 3. apply for a Code Compliance inspection with the Department of Safety & Inspections** (Your code compliance application must include lock box code and box must be attached to door for use;
- 4. submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued; and
- 5. submit work plan, sworn construction statement, or scope of work.** This should include **signed** subcontractor bids and a **schedule** for completion of the project; and
- 6. the property must be maintained.**

The performance deposit and code compliance forms can be found online here: <https://www.stpaul.gov/departments/safety-inspections/vacant-buildings>. Please contact the Department of Safety and Inspections directly at 651-266-8989 for questions regarding the application or payment process.



This matter will go before the City Council at Public Hearing on **Wednesday, December 7, 2022 at 3:30 pm. in room 300 City Hall.** If you are contesting Ms. Moermond's recommendation you may:

- appear in person (please arrive before 3:30 p.m. and check in with staff outside Council chambers)
- send written testimony to be added to the record to [legislativehearings@ci.stpaul.mn.us](mailto:legislativehearings@ci.stpaul.mn.us) or by voicemail at 651-266-6805
- **Should you wish to address Council directly but not appear in person, you must register in person by noon on Tuesday, December 6, 2022 here to testify via phone:**  
[https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony.](https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony)

If you have any questions, please contact me at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c:      Rehabilitation & Removal staff