City of Saint Paul

City Hall and Court House
15 West Kellogg
Boulevard
Phone: 651-266-8560

Master

File Number: SR 25-106

File ID: SR 25-106 **Type:** Staff Report **Status:** Archived

Version: 1 **Contact Number:** **In Control:** Legislative Hearings

File Created: 06/05/2025

File Name: 1003 Arcade St. **Final Action:** 06/10/2025

Title: Review Request of Ratifying the Appealed Special Tax Assessment for Collection of Vacant Building Registration fees billed during March 11 to October 17, 2024 at 1003 ARCADE STREET. (File No. VB2508, Assessment No. 258807)

Notes: Ia Ly at 651-210-5833, aim9info@gmail.com.

Agenda Date: 06/10/2025

Agenda Number: 11

Sponsors: Yang **Enactment Date:**

Attachments: 1003 Arcade St.VBF 3-7-24 pdf.pdf, 1003 Arcade St.Reg Notice 8-8-24.pdf, 1003 Arcade St.Warning Ltr 11-7-24.pdf **Financials Included?:**

Contact Name: **Hearing Date:**

Entered by: mai.vang@ci.stpaul.mn.us **Ord Effective Date:**

Related Files: RES PH 19-314; RLH FCO 12-645; RLH TA 12-42; RLH TA 24-94; RLH TA 24-95; RLH VBR 24-56

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Legislative Hearings	06/10/2025	Received and Filed				

Action Text: Received and Filed

Notes: *Approve the assessment as ratified on May 14, 2025.*

Ia Ly, owner, appeared via phone

[Moermond gives background of appeals process]

Moermond: we're revisiting this case; it has already been ratified. I agreed to do that. This is unusual.

Staff report by Supervisor James Hoffman: this is the 2024 to 2025 fee. September 7, 2025 anniversary date. Renewal letter August 8, 2024 and given a 90-day waiver by Legislative Hearing officer. Warning letter went out November 7, 2024. Appellant stated she was told to change address at Ramsey County at previous hearing which she indicated she did. Nothing was mentioned about address change at last hearing. Property owner stated she did not receive notice of assessment hearings. Notice of hearing went to 1003 Arcade St, which is the address of record with Ramsey County. The 3 Vacant Building letters were sent to 1) Mai Tria Archibald, 8255 - 9th Street North, Oakdale, MN 55128; 2) Mai Tria Archibald/La Ly, 1003 Arcade Street, St Paul 55106; and 3) Ia On Ly,

2230 Oak Glen Crescent, Stillwater MN 55082. The Stillwater address was reflected in the mailing because a Vacant Building form was filled and filed with the Department of Safety & Inspections on March 7, 2024 but was not changed with Ramsey County. Staff emailed Ramsey County to confirm date of address change and response was that the address was updated on May 16, 2025. The Vacant Building file is still open.

Ly: First of all, we haven't been getting notices. I am not sure where they are going to. I asked for email and received an email after the last appeal in September. She gave us 90 days to bring our building back up to move out of Vacant Buildings. However, the building is in a shape where realistically it could not be done in 3 months. We leave it up to the contractors to work on it because there is a list of 100 items to do. As they are working there are permits being pulled, it goes in sequence. That's why we couldn't get it up to code by the November date. If you pull records you can see the Contractor is licensed and working with the City for permits and inspections. However, we did get good news it finally passed all inspections last week. HVAC was the last item, it had 3 inspections. I only found about the assessment when I went to pay the property taxes. I think it was May 16th. I asked her if the address was changed, and see said yes I already have a mailing address in their system. I'm asking it to be waived. We've spent so much money on the building already.

Moermond: First, I DID recommend to the Council that you had a 90-day waiver, so if you had finished in that period we wouldn't be looking at any fee. You indicated it was harder than anticipated. I believe I would have told you that the Department of Safety & Inspections doesn't have the computer ability to send emails. My office does, but that isn't something their system can do. When they send out the Vacant Building registration letters, like the one you appealed, those go to BOTH the owner of record with Ramsey County AND whoever filled out the Vacant Building registration form.

With respect to the Ramsey County change of address, when we reviewed the record it looks like your City Council Public Hearing, when they ratified, was May 14 and it wasn't until May 16 that the County reflected a change in address. The assessment being mailed to the addresses it was WAS consistent with the address on record of the tax owner with Ramsey County. I am hearing your appeal today. I don't believe there was any notice issues. It is a courtesy to do this appeal today.

I see 5 open permits still at the property and 2 finaled. The majority of the work hasn't been signed off on. This is September 8, 2024 through September 7, 2025. We're 3 months away from another year passing. We're 9 out of 12 months and counting.

Ly: I'd like to talk to the Council about this. I'm asking for the Certificate of Occupancy before I sign off on the contracting work.

Moermond: my recommendation is the appeal be denied. Council Public Hearing June 24, 2025.

Text of Legislative File SR 25-106

Review Request of Ratifying the Appealed Special Tax Assessment for Collection of Vacant Building Registration fees billed during March 11 to October 17, 2024 at 1003 ARCADE STREET. (File No. VB2508, Assessment No. 258807)

WHEREAS on May 14, 2025, the City Council of the City of Saint Paul adopted Council File No. AR 25-34 to ratify the assessment for Collection of Vacant Building Registration fees billed during March 11 to October 17, 2024. (File No. VB2508, Assessment No. 258807); and

WHEREAS, the property at 1003 Arcade Street, being described as: Arlington Hills Addition to St. Paul 40/45 Thru 49 Ex E 20 Ft; Lot 3 Together with N 60 Ft of Lots 16 Thru Lot 18 Blk 11, with the property identification number 29-29-22-14-0185 was assessed an amount of $5077; and

WHEREAS, Ia On Ly reached out to our office after receiving the invoice to appeal this fee because he indicated she stated she did not receive notice of public hearings; and

WHEREAS, the Legislative Hearing Officer will review this on June 10, 2025 Legislative Hearing to determine her recommendation; Now, Therefore, Be It

RESOLVED, that the reduction of $5077, plus any accrued interests, be forthcoming.

Cost: $4918
Service Charge: $159
Total Assessment: $5077
Gold Card Returned by: Ia Ong Ly
Type of Order/Fee: Vacant Building Fee billed during 03/20/24-09/24/24
Nuisance: unpaid VB fee for 2024-2025 (Anniversary date 09/07)
Date of Orders: Reg Renewal Ltr 08/08/24; Warning Ltr 11/7/24 (due to 90 day waiver by LHO)
Work Order #: 23-079235 Inv # 1881952
Returned Mail?: No.
Comments: Appellant appealed the VB Reg Notice on September 4, 2024 Legislative Hearing and VB fee was waived for 90 days to November 7, 2024. If not done, the VB fee would be processed as an assessment for possible proration of the fee. Appellant stated she was told to change address at Ramsey County at previous hearing which she indicated she did. Nothing was mentioned about address change at last hearing. Property owner stated she did not receive notice of assessment hearings. Notice of hearing went to 1003 Arcade St, which is the address of record with RC. The 3 VB letters were sent to 1) Mai Tria Archibald, 8255 - 9th Street North, Oakdale, MN 55128; 2) Mai Tria Archibald/La Ly, 1003 Arcade Street, St Paul 55106; and 3) Ia On Ly, 2230 Oak Glen Crescent, Stillwater MN 55082. The Stillwater address was reflected in the mailing because a VB form was filled and filed with DSI on 3/7/24 but was not changed with Ramsey County. Staff emailed Ramsey County to confirm date of address change and response was that the address was updated on May 16, 2025. VB file still open.
History of Orders on Property:

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History of Orders on Property:

Received
MAR 13 2024
City of Saint Paul - DSI

City of Saint Paul
Department of Safety and Inspections
VACANT BUILDING REGISTRATION FORM

Date: 3/7/24

Address of Property: 1003 Arcade St., St. Paul, MN 55106

Planned disposition of this building (please check one):

X I plan to rehabilitate this structure commencing (date): asap

___ I plan to demolish (wreck and remove) this building by (date): _____

___ I am willing to authorize the City of Saint Paul to demolish and remove this building(s).

___ This building is **vacant as a result of fire damage**. The fire occurred on (date) _____.

I, as the property owner, want to claim registration and fee exemption status for ninety (90) days from the date of the fire. I intend to repair and reoccupy the building.

Other: _____

Responsible Party: Persons/organizations who will ensure compliance with the ordinance:

NAME	ADDRESS	PRIMARY PHONE	ALTERNATE PHONE
Ia Ong Ly	2230 Oak Glen Cres., Stillwater, MN 55082	651-210-5833	

Persons, lien holders, mortgagees, mortgagors and other interested parties known to me:

NAME	ADDRESS	PRIMARY PHONE	ALTERNATE PHONE
Iglesia Cedros		651-274-7932	

All persons listed here will receive letters for the annual fee renewal. *Also use this form to de-register your interest.*

Ia Ong Ly
Print Your Name (legibly)

Signature

2230 Oak Glen Crest
Address

Stillwater MN 55082
City **State** **Zip**

651-210-5833
main contact telephone **alternate phone**

aim9info@gmail.com
Email address (print legibly)

INSTRUCTIONS: $2,459.00 Registration Fee

Complete and return this form via us mail or fax

Include the $2,459.00 registration fee, ONLY if it is now due. For questions, call 651-266-8989.

***Make checks payable to:* City of Saint Paul**

Make Payment online or mail payment to:

City of Saint Paul
Department of Safety and Inspections
Code Enforcement – Vacant Buildings
375 Jackson Street, Suite 220
St. Paul, MN 55101-1806

Credit Card payment accepted online or in person, or by Fax: 651-266-9124

Thank you for your cooperation

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-1919
www.stpaul.gov/dsi

August 08, 2024

Mai Tria Archibald
8255 9th St N
Oakdale MN 55128

Customer #:1899981
Bill #: 1881952

VACANT BUILDING REGISTRATION RENEWAL NOTICE

Dear Sir or Madam:

As the owner or responsible person for the property located at
1003 ARCADE ST
you are required by law to register this building with the Department of Safety and Inspections on the form provided with this letter and to pay the annual Vacant Building registration fee of $4,918.00 . The purpose of this fee is to provide partial reimbursement to the City for administrative costs. This fee is due annually as required in Saint Paul Legislative Code Chapter 43.

The renewal due date for this building is September 07, 2024 . The annual registration fee and the enclosed registration form for this building is due on the renewal date. If you pay by mail, please fill in the enclosed registration form and return it with your payment.

If the registration fee is not received in this office within 45 days of the date of this letter, 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.

You may pay this registration fee online by going to online.stpaul.gov and selecting the 'Make a Payment' option. You will need your customer number and bill number to process a payment - both can found on this letter.
If you wish to pay in person, you may do so from 8:00am to 4:00pm Monday through Friday at:

DEPARTMENT OF SAFETY AND INSPECTIONS
375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
Do Not Mail Cash

You may file an appeal to this fee (unless the fee has been previously appealed) or registration requirements by contacting the City Clerk's Office at (651) 266-8688. Any appeal must be made within ten (10) days of the date of this notice.

The Code Enforcement Officer has notified the Building Inspection and Design Section that this property meets the legal definition of a registered vacant building and in accordance with Legislative Code Chapter 33, no permits (except demolition, wrecking and removal permits) will be issued until the requirements of all applicable ordinances are fulfilled.

All catergory 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.

You must contact the Enforcement officer , Matt Dornfeld, at 651-266-1902 to find out what must be done before this building can be legally reoccupied.

The Enforcement Officer may declare this building to constitute a Nuisance Building subject to demolition and issue an Order to Abate under authority of Legislative Code Chapter 45. In the event this building is declared a Nuisance Building, subject to demolition, the Enforcement Office will notify all owners and interested parties of the Order to Abate as provided in the Legislative Code Chapter 45.

If you have questions about this annual registration fee or other vacant building requirements, please contact the District Inspector, Matt Dornfeld, at 651-266-1902.

This registration form and fee is required by law. Your prompt attention to this matter is appreciated.

Steve Magner
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information
Vacant Building Registration Form
SM: md
vb_registration_renewal_notice 11/14

Also Sent To:

Mai Tria Archibald/La Ly 1003 Arcade St St Paul MN 55106-3201

Ia On Ly 2230 Oak Glen Crescent Stilwater MN 55082

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

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Telephone: 651-266-8989
Facsimile: 651-266-1919
www.stpaul.gov/dsi

August 08, 2024

Mai Tria Archibald/La Ly
1003 Arcade St
St Paul MN 55106-3201

Customer #:1862642
Bill #: 1881952

VACANT BUILDING REGISTRATION RENEWAL NOTICE

Dear Sir or Madam:

As the owner or responsible person for the property located at
1003 ARCADE ST
you are required by law to register this building with the Department of Safety and Inspections on the form provided with this letter and to pay the annual Vacant Building registration fee of $4,918.00 . The purpose of this fee is to provide partial reimbursement to the City for administrative costs. This fee is due annually as required in Saint Paul Legislative Code Chapter 43.

The renewal due date for this building is September 07, 2024 . The annual registration fee and the enclosed registration form for this building is due on the renewal date. If you pay by mail, please fill in the enclosed registration form and return it with your payment.

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Mai Tria Archibald/La Ly 1003 Arcade St St Paul MN 55106-3201

Mai Tria Archibald 8255 9th St N Oakdale MN 55128

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-1919
www.stpaul.gov/dsi

November 07, 2024

Mai Tria Archibald/La Ly
1003 Arcade St
St Paul MN 55106-3201

Customer #: 1862642
Bill #: 1881952

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 $4,918.00. 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 1003 ARCADE 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.

You may pay this registration fee online by going to online.stpaul.gov and selecting the 'Make a Payment' option. You will need your customer number and bill number to process a payment - both can be found on this letter.

If you wish to pay in person, you may do so from 8:00am to 4:00pm Monday through Friday at:

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

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, Matt Dornfeld, at 651-266-1902.

This registration form and fee is required by law. Your prompt attention to this matter is appreciated.

You may file an appeal to this fee or registration requirements, unless the fee was previously appealed, by contacting the City Clerk's Office by calling (651)266-8688. Any appeal of this fee must be made within ten (10) days of the date of this notice.

Steve Magner
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information
Vacant Building Registration Form
SM: md
vb_warning_letter 2/15

Also Sent To:
Ia On Ly 2230 Oak Glen Crescent Stilwater MN 55082
Mai Tria Archibald 8255 9th St N Oakdale MN 55128

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

CITY OF SAINT PAUL

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-1919
www.stpaul.gov/dsi

November 07, 2024

Ia On Ly
2230 Oak Glen Crescent
Stilwater MN 55082

Customer #: 1899083
Bill #: 1881952

VACANT BUILDING REGISTRATION FEE
WARNING LETTER

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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.

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

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Steve Magner
Vacant Buildings Program Manager

Enclosures: Regulations Requirements Information
Vacant Building Registration Form
SM: md
vb_warning_letter 2/15

Also Sent To:
Mai Tria Archibald/La Ly 1003 Arcade St St Paul MN 55106-3201
Mai Tria Archibald 8255 9th St N Oakdale MN 55128

DEPARTMENT OF SAFETY AND INSPECTIONS
Steve Magner, Manager of Code Enforcement

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Facsimile: 651-266-1919
www.stpaul.gov/dsi

November 07, 2024

Mai Tria Archibald
8255 9th St N
Oakdale MN 55128

Customer #: 1899981
Bill #: 1881952

VACANT BUILDING REGISTRATION FEE
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