



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

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

Telephone: 651-266-8989
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September 19, 2014

Midwest Auto Connection
Attn: Jeffrey Richter
1006 26th Ave NE
Minneapolis, MN 55418

Re: Application for Midwest Auto Connection LLC, doing business as Midwest Auto Connection, ID #20140002648, located at 1360 Rice St / **Second Hand Dealer – Motor Vehicle, Auto Repair Garage, and Auto Body Repair/Painting Shop licenses**

Dear Applicant:

It has been determined the above referenced license application, as submitted, is incomplete and the licenses have not yet been issued. *If you are currently operating at this location, you are doing so without a valid City license, which would result in adverse action being taken against this application.* In order for the Department of Safety and Inspections (DSI) to continue processing your application, **please complete the following actions by Friday, October 10, 2014:**

- **Obtain DSI Zoning Division Site Plan Review approval.** You may contact Tom Beach, DSI Zoning Division, at 651-266-9086 or via email at tom.beach@ci.stpaul.mn.us to arrange for this approval. Please note, Mr. Beach has informed me of the following:
 - You must complete and return the enclosed Application for Site Plan Review form along with payment of the \$200 application fee.
 - The site plan you provided with your license application is not sufficient for him to complete the Site Plan Review process.

You should contact Mr. Beach directly if you have questions about the zoning site plan review process.

- **Submit a detailed written business plan including information such as, but not necessarily limited to the following:** hours of operation, the maximum number of vehicles you intend to display for-sale on the property, the location of any remote vehicle storage lots (if applicable), a description of the types of repairs you intent to perform on the vehicles, a clearly defined timeline for when you anticipate a paint booth being installed (under permit) at this location so that the painting of vehicles can occur here, an explanation of how you will dispose of used, etc.

As you are aware, DSI must still send out license notification letters to your neighbors (within 300 feet), concerned constituents, block club / district councils, and city council, informing them of your application request and giving them 30 days to respond to your application. Depending upon the results of this notification, your application may require public hearing(s) and City Council review. **The license notification review process cannot begin until you have obtained DSI Zoning Division approval, and provided the additional required supportive information referenced above.**

Finally, as you have previously been informed, this building is not currently certified by DSI Fire Inspection (Certificate of Occupancy) to authorize any type of auto repair and/or auto body repair to take place within it. As part of this review process, and before any license could be issued for this location, **you will need to demonstrate the structure complies with all applicable code discipline requirements to permit this type of activity to take place within the structure.** If you have any questions regarding this license application, you may contact Larry Zangs, DSI Project Facilitator, at 651-266-9109 or me at 651-266-9106.

Sincerely,


Jeffrey Fischebach,

DSI Project Facilitator
enc.

c. Tom Beach, DSI Zoning Division
Larry Zangs, DSI Project Facilitator

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.