



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
PHONE: (651) 266-8585 FAX: (651) 266-8574

October 30, 2020

Susie Doris Thill
9674 Bluegill Bay
Woodbury MN 55125

VIA EMAIL: suzieq.t@yahoo.com

Re: Remove or Repair of the Structure at 854 Edmund Avenue

Dear Ms. Thill,

This is to confirm that on October 27, 2020 at the Legislative Hearing, Marcia Moermond, recommended continuing the above-referenced matter to **Tuesday, November 10, 2020 between 9:00 and 10:30 am via phone** for further discussion. By close of business November 9, 2020, the following conditions must be met:

1. post a \$5,000 performance deposit with the Department of Safety & Inspections (DSI);
2. apply for a Code Compliance inspection with the Department of Safety & Inspections (DSI). Your code compliance application must include lock box code and box must be attached to door for use; and
3. the property must be maintained

For your reference, in order to rehabilitate the property (in addition to the above items), the following conditions will need to be met in order to receive a grant of time to rehabilitate the property:

1. submit evidence of financing sufficient to complete the rehabilitation. Staff estimates cost \$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;
2. submit an affidavit indicating the finances will be dedicated to complete the project and not diverted until a code compliance certificate is issued; and
3. submit work plan, sworn construction statement, or scope of work. This should include subcontractor bids and a schedule for completion of the project.

I have enclosed a sample work plan and affidavit for your reference. The Code Compliance and performance deposit 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. **Application for Code Compliance Inspection must include lock box code and box must be attached to door for use.**

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

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

Encl:

Sample work plan

Sample affidavit

Sample sworn construction statement(s)

c: Rehabilitation & Removal staff

Steve Magner – Department of Safety & Inspections, Housing and Code Enforcement
Manager