DEPARTMENT OF SAFETY AND INSPECTIONS
Angie Wiese, Director

CITY OF SAINT PAUL

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

Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

Dear Resident and/or Neighborhood Organization:

The Department of Safety and Inspections (DSI) has received an application for a business to modify an existing license 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 and on the enclosed handout. You will have 15 days from the date this notice was mailed to submit comments either in support of or objection to issuance of the license(s). The response deadline is given on the reverse side of this document. Any comments involving the application as described on the reverse side, **should be submitted (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

If objections to issuance of the license(s) are received, a hearing will be scheduled before a Legislative Hearing Officer. Anyone submitting comments 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 DSI Inspector Ross Haddow or Jeff Fischbach at 651-266-8989.

Sincerely,

Jeff Fischbach
DSI Inspector III

LICENSE APPLICATION NOTIFICATION

License Number: 20110002908

Application for: Expansion of the existing Liquor On Sale - 291 or more Seats liquor service area. Areas on the enclosed map highlighted in Yellow are existing and areas highlighted in Pink are new expansions.

License at: 2115 Summit Ave

Licensee: University of Saint Thomas, doing business as University of Saint Thomas
Pam Peterson, Associate Vice President of Auxiliary Services, 651-962-6066

Recommended License Conditions:

1. The University of Saint Thomas (UST) agrees that service and consumption of alcohol will only be allowed within the areas outlined on the UST Campus Liquor License Locations Map (Locations Map) dated 03/16/2023. UST understands and agrees that modifications to the Locations Map must occur in accordance with the procedural guidelines for modification of liquor licensed premises outlined under the Saint Paul Legislative Code.
2. The licensee is responsible for taking all appropriate measures to ensure that the sale/service/consumption of alcohol is contained within the designated UST campus liquor service area(s) on file with DSI.
3. There shall be no permanent bar and/or liquor service area established by UST. The intent of this condition is to prohibit UST from conducting business in a manner similar to operations such as, but not necessarily limited to the following: a restaurant with regular hours which also serves alcohol, a bar, etc.
4. All employees/managers/servers providing alcoholic beverages under the UST license shall undergo yearly Alcohol Awareness Training through an agency approved by DSI to operate such a program. All new employees/managers/servers shall be required to undergo training within two (2) weeks of their starting date. The licensee shall have proof of each person who has completed this training on-site, and this proof shall be made available to DSI upon request.
5. Licensee will adopt procedures to ensure that alcohol is not served to anyone under the age of twenty-one (21).
6. The sale of alcoholic beverages shall occur between the hours of 10:00 a.m. and midnight, with last call at 11:30 p.m. NOTE: The sale/service of alcoholic beverages on Sunday is permitted with this license.
7. There shall be an annual review of the license and conditions. As part of the review, UST will provide documentation from the previous year regarding events at which liquor was sold, including calls to UST security regarding patron behavior at these events.
8. UST will provide to the West Summit Neighborhood Advisory Committee (WSNAC) and/or to DSI upon request a log of events where sales of alcoholic beverages have occurred. UST will cooperate with WSNAC and DSI to address any complaints filed with the City regarding sales of alcoholic beverages by UST, including discussing the need for new or modified conditions at the time of annual license renewal.
9. The sale of alcoholic beverages outdoors at events with more than 150 attendees shall occur only in the following outdoor locations: (a) Monahan Plaza-lower academic quadrangle; (b) Upper (residential) quadrangle; (c) Sabo Plaza (in front of science center); (d) Science center rear plaza; (e) North Athletic Fields; and (f) Palmer Athletic Field.
10. UST will position trash receptacles at each exit of events attended by more than 150 individuals with signage encouraging trash to be discarded upon exit.
11. UST will control access to and from each authorized service and consumption area outlined on the Locations Map to prohibit individuals from exiting those areas with open containers of alcohol.

Deadline for Response Date: Thursday, April 13, 2023 at 4:30 p.m.

If you have any objections to the license application, you must respond in writing by Thursday, April 13, 2023 to:

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

Or email to: LH-Licensing@ci.stpaul.mn.us

If you have any questions, please contact DSI Inspectors Ross Haddow or Jeff Fischbach at 651-266-8989.
Notice Mailed: Wednesday, March 29, 2023

UNIVERSITY OF St.Thomas

ST. PAUL CAMPUS
2115 Summit Ave.
St. Paul, MN 55105-1096 USA

GENERAL INFORMATION
Phone: (651) 962-5000
PARKING SERVICES
Phone: (651) 962-7275

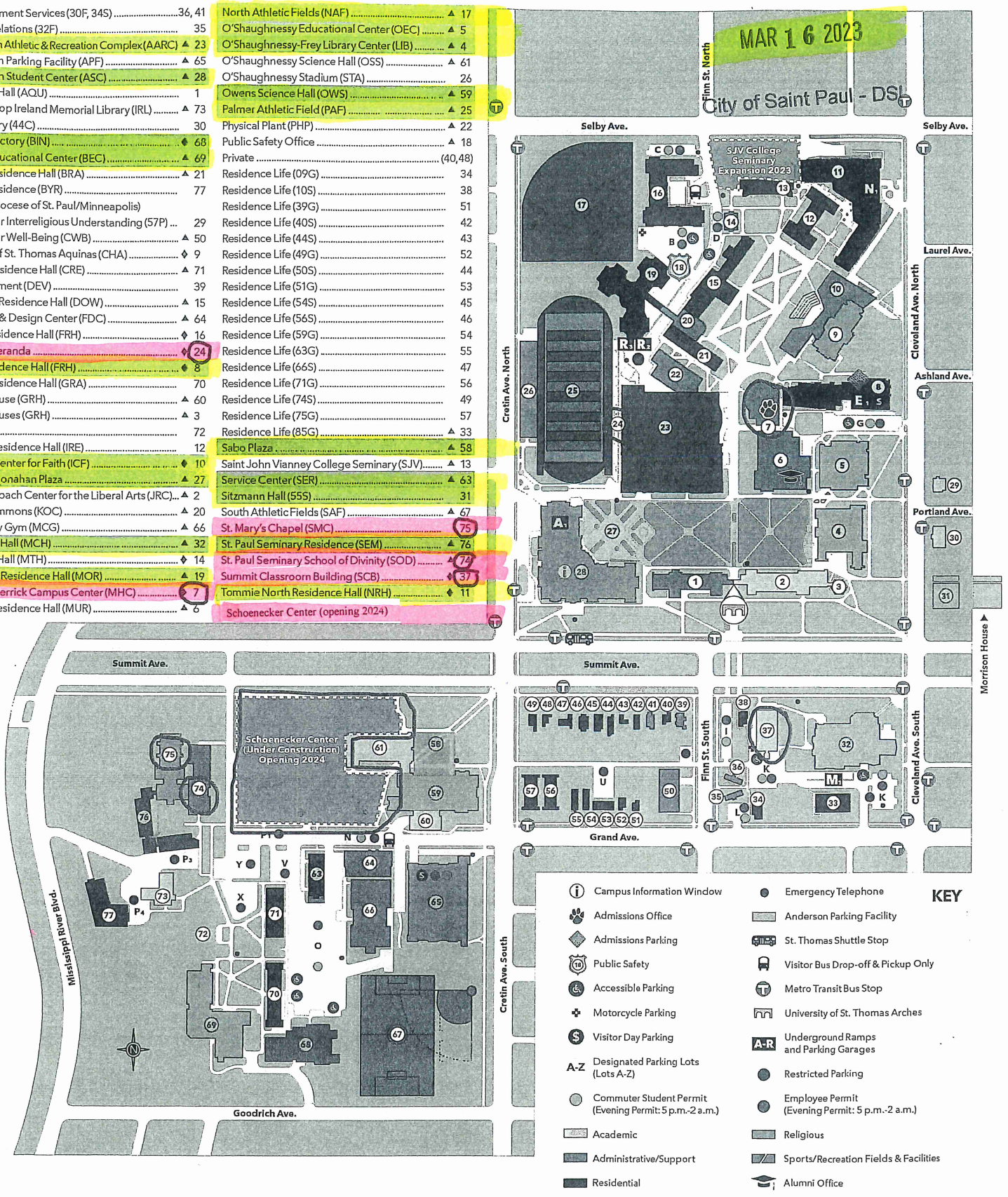
PUBLIC SAFETY
On-campus Emergency: (651) 962-5555
Off-campus Emergency : 911
Non Emergency: (651) 962-5100

LIQUOR LICENSE LOCATIONS

Received
MAR 16 2023
City of Saint Paul - DSI

BUILDINGS & SPACES ▲ Accessible Building ♦ Partially Accessible Building

Advancement Services (30F, 34S)		36, 41
Donor Relations (32F)		35
Anderson Athletic & Recreation Complex (AARC)	▲	23
Anderson Parking Facility (APF)	▲	65
Anderson Student Center (ASC)	▲	28
Aquinas Hall (AQU)		1
Archbishop Ireland Memorial Library (IRL)	▲	73
Art History (44C)		30
Binz Refectory (BIN)	♦	68
Brady Educational Center (BEC)	▲	69
Brady Residence Hall (BRA)	▲	21
Byrne Residence (BYR) (Archdiocese of St. Paul/Minneapolis)		77
Center for Interreligious Understanding (57P)		29
Center for Well-Being (CWB)	▲	50
Chapel of St. Thomas Aquinas (CHA)	♦	9
Cretin Residence Hall (CRE)	▲	71
Development (DEV)		39
Dowling Residence Hall (DOW)	▲	15
Facilities & Design Center (FDC)	▲	64
Flynn Residence Hall (FRH)	♦	16
Fowler Veranda	♦	24
Frey Residence Hall (FRH)	♦	8
Grace Residence Hall (GRA)		70
Greenhouse (GRH)	▲	60
Greenhouses (GRH)	▲	3
Grotto		72
Ireland Residence Hall (IRE)		12
Iversen Center for Faith (ICF)	♦	10
John P. Monahan Plaza	▲	27
John R. Roach Center for the Liberal Arts (JRC)	▲	2
Koch Commons (KOC)	▲	20
McCarthy Gym (MCG)	▲	66
McNeely Hall (MCH)	▲	32
Mennith Hall (MTH)	♦	14
Morrison Residence Hall (MOR)	▲	19
Murray-Herrick Campus Center (MHC)	♦	7
Murray Residence Hall (MUR)	▲	6
North Athletic Fields (NAF)	▲	17
O'Shaughnessy Educational Center (OEC)	▲	5
O'Shaughnessy-Frey Library Center (LIB)	▲	4
O'Shaughnessy Science Hall (OSS)	▲	61
O'Shaughnessy Stadium (STA)		26
Owens Science Hall (OWS)	▲	59
Palmer Athletic Field (PAF)	▲	25
Physical Plant (PHP)	▲	22
Public Safety Office	▲	18
Private		(40,48)
Residence Life (09G)		34
Residence Life (10S)		38
Residence Life (39G)		51
Residence Life (40S)		42
Residence Life (44S)		43
Residence Life (49G)		52
Residence Life (50S)		44
Residence Life (51G)		53
Residence Life (54S)		45
Residence Life (56S)		46
Residence Life (59G)		54
Residence Life (63G)		55
Residence Life (66S)		47
Residence Life (71G)		56
Residence Life (74S)		49
Residence Life (75G)		57
Residence Life (85G)	▲	33
Sabo Plaza	▲	58
Saint John Vianney College Seminary (SJV)		13
Service Center (SER)	▲	63
Sitzmann Hall (55S)		31
South Athletic Fields (SAF)	▲	67
St. Mary's Chapel (SMC)		75
St. Paul Seminary Residence (SEM)	▲	76
St. Paul Seminary School of Divinity (SOD)	▲	74
Summit Classroom Building (SCB)	♦	37
Tommie North Residence Hall (NRH)	♦	11
Schoenecker Center (opening 2024)		



DEPARTMENT OF SAFETY AND INSPECTIONS
Angie Wiese, Director

CITY OF SAINT PAUL

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

Telephone: 651-266-8989
Facsimile: 651-266-9040
Web: www.stpaul.gov/dsi

March 29, 2023

University of St Thomas
Attn: Pam Peterson
Associate Vice President
2115 Summit Ave
St Paul MN 55105

RE: License Application for University of St Thomas, doing business as same, ID # 20110002908, Located at 2115 Summit Ave / **Request to Modify Liquor Service Area** for existing Liquor On Sale – 291 or more seats license

Dear Applicant:

Our review of your application for a license is in process. Notification has been sent to owners and occupants of nearby properties, community organizations and other interested parties giving them until **Thursday, April 13, 2023** to submit comment on your application. If no objections are received, and you have returned a signed condition affidavit if applicable, a recommendation for approval of your license(s) will be placed on the City Council consent agenda.

If objections are received a legislative hearing will be scheduled. 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 approve or deny your license application.

Your license will be issued once City Council has approved you application and you have satisfied all applicable requirements. **Requirements including the following must be met prior to license issuance:**

- 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.

If you have any questions, please contact DSI Inspector Ross Haddow at 651-266-9143. In Mr. Haddow's absence I may be contacted at 651-266-9106.

Sincerely,

Jeff Fischbach
DSI Inspector
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.