



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 license for a business 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. You will have 15 days from the date this notice was mailed to express any objections. The response deadline is given on the reverse side of this document. If you have any objections to the application as described on the reverse side, **please send your objection(s) (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 are received, a hearing will be scheduled before a legislative hearing officer. If you have sent in an objection, you 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 Tom Ferrara, DSI Inspector III, at 651-266-8989, or me at 651-266-9106.

Sincerely,

Jeff Fischbach
DSI Inspector III

LICENSE APPLICATION NOTIFICATION

License Number: 0043940

Application for: **Class B Entertainment License and modify existing license conditions to permit the establishment to provide entertainment events to their customers for a business with the following existing licenses** Liquor On Sale - 181-290 Seats, Liquor On Sale - Sunday and Limited Entertainment (B)

License at: 79 Western Ave N

Licensee: The University Club of St Paul, doing business as The Commodore
John Rupp, owner, 651-209-6573

License Condition to be REMOVED:

- Entertainment will be provided by persons renting the licensed premises for wedding, anniversary, retirement, or similar family and/or social function(s).
- The licensee shall fully comply with and be subject to the requirements of section 411.04 (b) (5), (6), & (7).

Existing License Conditions to REMAIN:

1. The licensee shall be responsible for compliance by all renters and users of the licensed and contiguous premises.
2. Install storm windows to reduce the penetration of noise on windows facing Holly Avenue and install locking mechanisms to insure that these windows cannot be opened during events with music or other entertainment within six months.
3. Install drapery capable of absorbing sound, reducing sound penetration and preventing strobe light penetration on windows facing Holly Avenue within six months.
4. The south (Holly Avenue) door will be secured and a Crash Bar and sounding device installed to insure that this door is used as an emergency exit only. This condition must be met immediately.
5. All loading and unloading will be done through the service entrance located on the north side of the building. Blocking of driveways and exits by vehicles will be prohibited and unattended vehicles will not be allowed to remain in the fire lane.
6. A qualified security guard will be on the premises before, during and after the scheduled time of the event in order to prevent excessive noise, illegal parking, public drunkenness or violations of rules for use of the property. One security guard will be on duty for events less than 100 persons and two security guards or one guard in direct communication with staff for events over 100 persons.
7. Entertainment will end at 12:00 midnight.
8. There will be full compliance with City ordinances including the noise ordinance and those regulating the consumption of alcohol outside of the building.
9. A phone line will be maintained to allow residents to contact Commodore staff directly during all events.
10. A smoking area will be designated that is agreeable to the residents association. Smoking in and around other entrances and/or exits will be prohibited.
11. The property and ground will be cleaned up by the morning following any event.
12. Appropriate signage will be installed to assist in enforcement of City ordinances, license restrictions and rules regarding use of the property.
13. A listing of upcoming events will be posted in an appropriate location. A weekly update is suggested.

Deadline for Response Date: Saturday, August 2, 2025, at 4:30 p.m.

If you have any comments on the license application, you must respond in writing by Saturday, August 2, 2025 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 Tom Ferrara or Jeff Fischbach at 651-266-8989.
Notice Mailed: Friday, July 18, 2025

An Affirmative Action Equal Opportunity Employer



SAINT PAUL
SAFETY & INSPECTIONS

DEPARTMENT OF SAFETY & INSPECTIONS (DSI)
ANGIE WIESE, PE(MN), CBO, DIRECTOR

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
Tel: 651-266-8989 | Fax: 651-266-9124

July 18, 2025

The Commodore
Attn: John Rupp
374 Selby Ave
St Paul MN 55102

RE: License Request for The University Club of St Paul, doing business as The Commodore, ID # 0043940, Located at 79 Western Ave N / **Class B Entertainment License and modify existing license conditions to permit the establishment to provide entertainment to their customers for a business with the following existing licenses** Liquor On Sale - 181-290 Seats, Liquor On Sale – Sunday and Limited Entertainment (B)

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 **Saturday, August 2, 2025** 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 your 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 Tom Ferrara at 651-266-9087 or me at 651-266-9106.

Sincerely,

Jeff Fischbach
DSI Licensing Division
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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.