



APPLICATION FOR APPEAL

Saint Paul City Council – Legislative Hearings

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8585

RECEIVED

AUG 07 2023

We need the following to process your appeal:

☒ \$25 filing fee (non-refundable) (payable to the City of Saint Paul) (if cash: receipt number 6521)

☒ Copy of the City-issued orders/letter being appealed

☐ Attachments you may wish to include

☒ This appeal form completed

☒ Walk-In OR ☐ Mail-In

for abatement orders only: ☐ Email OR ☐ Fax

Address Being Appealed:

Number & Street: 945 Conway St City: st. Paul State: MN Zip: 55106

Appellant/Applicant: My Lam Email: mlam@homesteadroad.com

Phone Numbers: Business _____ Residence _____ Cell 612 703 6666

Signature:  Date: 8-7-23

Name of Owner (if other than Appellant): CTW Grop Inc

Mailing Address if Not Appellant's: 4820 Minnetonka Blvd #400 St. Louis Park MN 55416

Phone Numbers: Business 612 808 9021 Residence _____ Cell _____

What Is Being Appealed and Why? Attachments Are Acceptable

☒ Vacate Order/Condemnation/

☒ Revocation of Fire C of O

☐ Summary/Vehicle Abatement

☐ Fire C of O Deficiency List/Correction

☐ Code Enforcement Correction Notice

☐ Vacant Building Registration

☐ Other (Fence Variance, Code Compliance, etc.)

See Attached -
willing to fix up the property
Need reasonable time to repair.

HEARING DATE & TIME	
(provided by Legislative Hearing Office)	
Tuesday, <u>8/15/2023</u>	
Location of Hearing:	
☒ Telephone: you will be called between	<u>1:00</u> & <u>3:00</u>
☒ In person (Room 330 City Hall) at:	<u>1:00</u>
(required for all Fire C of O revocation & vacate; Condemnation orders)	



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

July 31, 2023

Ctw Group Incorporated
4820 Minnetonka Blvd
Saint Louis Park MN 55416-2263

Customer #:1884490

Bill #: 1755153

VACANT BUILDING REGISTRATION NOTICE

The premises at **945 CONWAY ST** has been inspected and found to meet the legal definition of a Vacant Building as described in Saint Paul Legislative Code, Chapter 43. You are required by law to register this building with the Department of Safety and Inspections, Vacant Building Division, by filling out and returning the registration form provided with this letter. You are also required to pay the annual Vacant Building Registration Fee of **\$2,459.00**. The fee is due upon receipt of this letter and must be paid no later than thirty (30) days from the date of this letter, as required in Saint Paul Legislative Code, Chapter 43. If this building is vacant due to a fire, complete the enclosed registration form and return it to this office within 30 days.

Payment must be received by August 31, 2023 .

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.

To pay this invoice by mail please send this registration form along with payment to:

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

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

You may file an appeal to this fee or registration requirements 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.

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.

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 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.

You must contact the Enforcement officer , James Hoffman, at 651- 266- 1947 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, James Hoffman, at 651- 266- 1947.

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: jh

vb_registration_notice 11/14



July 27, 2023

My Lam
CTW Group INC
4820 MINNETONKA BLVD SUITE 302
MINNEAPOLIS MN 55416USA

Revocation of Fire Certificate of Occupancy and Order to Vacate

RE: 945 CONWAY ST
Ref. # 107743

Dear Property Representative:

Your building was determined to be a registered vacant building on July 27, 2023. Since certificates are for the occupancy of buildings, it has become necessary to revoke the Certificate of Occupancy. A reinspection will be made on August 22, 2023 at 12Noon

Saint Paul Legislative Code provides that no building shall be occupied without a Certificate of Occupancy. In order to re-occupy the building, the following deficiencies (if applicable) must be corrected, and a complete Certificate of Occupancy inspection will be required.

DEFICIENCY LIST

1. Bathroom ceiling - Downstairs Unit - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner. -Repair or replace the damaged or deteriorated ceiling.
2. Behind garage - and rear yard - SPLC 34.08 (1), 34.32 (1) - Sanitation. All exterior property areas shall be maintained in a clean, safe and sanitary condition, free from any accumulation of garbage, mixed municipal solid waste, animal feces or refuse. -
3. Building interior walls - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the walls in an approved manner. -Repair or replace the damaged or deteriorated wall coverings. Paint the wall. Patch the holes and/or cracks in the walls.

4. Downstairs Unit - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner. -Replace all soiled tiles
5. Hallways - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the walls in an approved manner. -
6. Hallways and downstairs unit - MSFC 604.1- All light fixtures shall be maintained with protective globes if originally equipped. -
7. Replace Garage Door - SPLC 34.08 (5), 34.32 (3) - All accessory structures including, but not limited to, detached garages, sheds and fences shall be maintained structurally sound and in good repair. Provide and maintain EXTERIOR UNPROTECTED SURFACES painted or protected from the elements. -
8. Upstairs unit - SPLC 34.19 - Provide access to the inspector to all areas of the building. -
9. SPLC 39.02(c) - Complete and sign the smoke alarm affidavit and return it to this office.
10. SPLC 34.09 (1)(2)(a), 34.33 (1)(b) - Provide and maintain all exterior walls free from holes and deterioration. All wood exterior unprotected surfaces must be painted or protected from the elements and maintained in a professional manner free from chipped or peeling paint. -

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: james.thomas@ci.stpaul.mn.us or call me at 651-266-8983 between 7:30 - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

James Thomas
Fire Safety Inspector

Ref. # 107743