



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

September 29, 2023

Allison Kirwin
Fun Black Cat Properties
1025 105th St W.
Inver Grove Heights, MN 55077

VIA MAIL

Re: Appeal for Property at 433 South Robert Street

Dear Allison Kirwin:

This is to confirm that at the Legislative Hearing on September 26, Legislative Hearing Officer Marcia Moermond recommended that the City Council **waive the Vacant Building fee for 90 days (to January 9, 2024)**. As discussed in the hearing, if waiver expires and left unpaid this will go to assessment, which is also appealable (at no cost).

The Code Compliance Inspection form 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. The code compliance application must include lock box code and box must be attached to door for use; it isn't sufficient to just apply without ability for staff to conduct the inspections.

This matter will go before the City Council at Public Hearing on **Wednesday, October 11, 2023 at 3:30 pm. in room 300 City Hall**. If you are contesting Ms. Moermond's recommendation, or do not have the above items completed by deadline, you may:

1. appear in person (please arrive before 3:30 p.m. and check in with staff outside Council chambers); or
2. **Should you wish to address Council directly but not appear in person, you must register in person by noon on Tuesday, October 10, 2023 here to testify via phone:**
<https://www.stpaul.gov/departments/city-council/city-council-public-hearing-live-testimony>.

If you don't wish to contest then no further action is needed and the Council will proceed with Ms. Moermond's recommendation above. If you have any questions, please contact me at 651-266-8585.

Sincerely,



/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c: Vacant Building Staff