BOARD OF ADJUSTMENT AND APPEALS AGENDA

Thursday, February 6, 2014
6:30 p.m.
Coon Rapids City Center
Council Chambers

Consideration of Assessment Objections

Call to Order

Roll Call

Adopt Agenda

Approval of Minutes from Previous Meeting

Public Hearing

Old Business

New Business

1. Case 14-01V, Special Assessment Objection, Douglas and Vickie Tierney, 11300 Palm Street NW, 14-31-24-14-0019

2. Case 14-02V, Special Assessment Objection, Jenifer Turner, 9951 Palm Street NW, 25-31-24-22-0054

3. Case 14-03V, Special Assessment Objection, Lancelot Properties LLC/John Stiles, 3054 116th Avenue NW, 16-31-24-22-0028

4. Case 14-04V, Special Assessment Objection, Patricia A. Woodard, 10824 Cottonwood Street NW, 24-31-24-11-0041

5. Case 14-05V, Special Assessment Objection, Sarah and Michoma Moenga, 2841 113th Lane NW, 16-31-24-24-0012

6. Case 14-06V, Special Assessment Objection, Sarah and Michoma Moenga, 11845 Jonquil Street NW, 09-31-24-33-0043

7. Case 14-07V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10475 Xeon Street NW, 23-31-24-42-0003

8. Case 14-08V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10255 Xeon Street NW, 23-31-24-43-0004

9. Case 14-09V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10460 Vale Street NW, 23-31-24-42-0003

10. Case 14-10V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10253 Yellow Pine Street NW, 23-31-24-43-0004

11. Case 14-11V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10312 Wintergreen Street NW, 23-31-24-42-0003

12. Case 14-12V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10220 Xeon Street NW, 23-31-24-43-0004

13. Case 14-13V, Special Assessment Objection, Jill Larsen, 11231 Wren Street NW, 15-31-24-32-0022

14. Case 14-14V, Special Assessment Objection, Kyle Nordlund, 2125 131st Lane NW, 03-31-24-21-0053

Other Business

15. 2013 Annual Report of the Board of Adjustment and Appeals

Adjourn

Board of Adjustment and Appeals - Regular Session

Meeting Date: 02/06/2014

Subject: Consideration of Assessment Objections

From: Melissa Westervelt, Assistant City Attorney

INFORMATION:

One of the Board's functions under City policy is to consider and make recommendations to the City Council on objections from property owners on miscellaneous assessments. In these cases, the Board shall make a recommendation to the City Council that the Council affirm, deny, or modify the assessment. In making this recommendation the Board shall consider such factors as whether proper notice was provided, whether proper procedure was followed, and/or whether the new property owner had knowledge or should have had knowledge of the pending assessment. A majority vote of the Board members present is required to support a recommendation to Council. The City Council will consider the property owner's objections with the Board's recommendation at a future council meeting. The property owner has been or will be given notice of that date.

The hearing, while conducted during the Board's regular meeting, is not a public hearing that requires an opportunity for public comment. The Board may conduct the hearing as it sees fit. Staff suggests that City staff present its position first with the appellant following. The Board would be able to ask questions of either party as it sees fit. Staff requests that the Board execute a recommendation to Council for each objection.

Board of Adjustment and Appeals - Regular Session

Meeting Date: 02/06/2014

SUBJECT: Approval of Minutes from Previous Meeting

Attachments

September 5, 2013

COON RAPIDS BOARD OF ADJUSTMENT AND APPEALS MEETING MINUTES OF SEPTEMBER 5, 2013

The regular meeting of the Coon Rapids Board of Adjustment and Appeals was called to order by Chairman Wessling at 6:30 p.m. on Thursday, September 5, 2013, in the Council Chambers.

Members Present: Chairman Gary Wessling, Commissioners Jeanette Rosand, Teri Spano-Madden, Trish Thorup and Aaron Vande Linde

Members Absent: None

Staff Present: Housing and Zoning Coordinator Cheryl Bennett, Assistant City Attorney Melissa Westervelt, Neighborhood Coordinator Kristen DeGrande, Code Enforcement Inspector Paul Buchanan, and Police Officer Terry Thomton

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CALL TO ORDER

Chairman Wessling called the meeting to order at 6:33 p.m.

APPROVAL OF THE SEPTEMBER 5, 2013 AGENDA

Chairman Wessling reported that case 13-15V – Creekside Estates, 10345 Xeon Street – Special Assessment Objection, has been withdrawn and will be removed from the agenda.

MOTION BY COMMISSIONER ROSAND, SECOND BY COMMISSIONER THORUP, TO APPROVE THE SEPTEMBER 5, 2013, AGENDA AS AMENDED. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE AUGUST, 2013, MEETING MINUTES

Commissioner Rosand noted on page two, the third paragraph, line seven, it should state, "He stated ~~here~~ there was only…"; on page three, the second paragraph, second line, it should state, "…if the ordinance ~~referred~~ applied…"; on page four, the first line, it should state, "Commissioner Vande Linde stated…"; on page four, the fourth paragraph, it should state, "…did not require that residents…".

MOTION BY COMMISSIONER SPANO-MADDEN, SECOND BY COMMISSIONER THORUP, TO APPROVE THE AUGUST 2013, MEETING MINUTES AS AMENDED. THE MOTION PASSED UNANIMOUSLY.

OLD BUSINESS

1. CASE 13-04V, SPECIAL ASSESSMENT APPEAL, 2933 109TH AVENUE NW – REMOVE FROM TABLE

MOTION BY COMMISSIONER ROSAND, SECOND BY COMMISSIONER VANDE LINDE, TO REMOVE FROM THE TABLE CASE 13-04V, SPECIAL ASSESSMENT APPEAL, 2933 109TH AVENUE NW.

THE MOTION PASSED UNANIMOUSLY.

Chairman Wessling confirmed that the matter had been resolved and that no further action was required.

PUBLIC HEARING - NEW BUSINESS

2. CASE 13-08V – FRONT YARD SETBACK VARIANCE – JET CONSTRUCTION & REMODELING, 3906 114TH LANE NW

Housing and Zoning Coordinator Cheryl Bennett explained the request for a front yard setback variance. She advised that the property has an undersized garage and that the property owner would like to expand the garage. She explained that the garage could not be expanded to the rear because of zoning restrictions and noted that the only other option would be to expand the garage to the front. She explained that City Code allows for a reduced front yard setback. She recommended that if a variance is granted, it be conditioned that the variance is granted for the existing structure only. She noted this was in keeping with past action regarding similar variances.

Chairman Wessling opened the public hearing at 6:40 p.m.

As no one further wished to speak, Chairman Wessling closed the public hearing at 6:40 p.m.

Chairman Wessling stated that Ms. Bennett adequately explained the request and there are no other alternatives.

MOTION BY COMMISSIONER THORUP, SECOND BY COMMISSIONER ROSAND, IN CASE 13-08V, TO APPROVE THE REQUEST OF JET CONSTRUCTION & REMODELING, 3906 114TH LANE NW, FOR AN EIGHT-FOOT FRONT YARD SETBACK VARIANCE, FINDING THAT THERE IS NO OTHER ALTERNATIVE, CONDITIONED ON THE VARIANCE BEING GRANTED FOR THE EXISTING STRUCTURE ONLY.

THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

3. CASE 13-09V – SPECIAL ASSESSMENT OBJECTION – AFFINITY PLUS FEDERAL CREDIT UNION, 1416 106TH AVENUE NW

It was noted the Board of Adjustment and Appeals is requested to consider an objection to a special assessment of $300 from Affinity Plus Federal Credit Union located at 1416 106th Avenue NW.

Chairman Wessling opened the public hearing at 6:43 p.m.

As no one further wished to speak, Chairman Wessling closed the public hearing at 6:43 p.m.

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MOTION BY COMMISSIONER ROSAND, SECOND BY COMMISSIONER THORUP, IN CASE 13-09V, AFFINITY PLUS FEDERAL CREDIT UNION, 1416 106TH AVENUE NW, TO RECOMMEND THAT THE CITY COUNCIL AFFIRM THE SPECIAL ASSESSMENT OF $300 IN ITS ENTIRETY.

THE MOTION PASSED UNANIMOUSLY.

4. CASE 13-10V – SPECIAL ASSESSMENT OBJECTION – HENRY LE, 441 EGRET BLVD

It was noted the Board of Adjustment and Appeals is requested to consider an objection to a special assessment of $300 for an administrative citation for long grass.

Neighborhood Coordinator Kristin DeGrande reported that staff visited the property on June 21, 2013, and cited long grass. She advised that in addition to the notice being posted on the front door, notice was also sent to the owner's address in Anoka. She reported the deadline on the citation expired and when the property was re-inspected on July 1, the issue had not been resolved.

Chairman Wessling opened the public hearing at 6:50 p.m.

Petitioner Henry Le, 441 Egret Boulevard, stated that on June 21, 2013, he received the letter on the front door and on June 22 he cut the grass. He advised that he continued to cut the grass on a cycle of every two weeks on weekends.

Chairman Wessling requested confirmation of the date of reinspection. Ms. DeGrande stated it was on July 1.

Ms. Le stated on June 22 she had been trying to make contact with Mr. Le and when she went to the garage she found that the lawnmower was gone. When she reached Mr. Le, she said that he stated to her that he had gone to Coon Rapids to cut the grass.

Commissioner Vande Linde questioned if the property is a rental or investment property.

Mr. Le confirmed that this is an investment property but he does not yet have renters.

Chairman Wessling stated that is seems the grass was cut the next day and had grown again by the time of re-inspection.

Commissioner Rosand noted that there are usually dates noted on the pictures taken by staff.

Ms. DeGrande stated that when the re-inspection occurred on July 1, the property was not in compliance and was set for abatement. She reported that when staff returned the following day to mow the property, the grass had already been cut.

DRAFT

Commissioner Rosand stated that it appears the property owner took immediate action after receiving the notice by mowing the grass the following day. She found it difficult to fine a property owner that is taking care of their property and responds to a notice.

As no one further wished to speak, Chairman Wessling closed the public hearing at 6:59 p.m. Commissioner Rosand stated that she did not believe the special assessment amount should remain at $300.

Chairman Wessling agreed that the full $300 should not be charged.

MOTION BY COMMISSIONER VANDE LINDE, SECOND BY COMMISSIONER SPANO-MADDEN, IN CASE OF 13-13V, HENRY LE, 441 EGRET BLVD, TO RECOMMEND THAT THE CITY COUNCIL REDUCE THE SPECIAL ASSESSMENT FROM $300 TO $150.

THE MOTION PASSED UNANIMOUSLY.

5. CASE 13-14V – SPECIAL ASSESSMENT OBJECTION – CREEKSIDE ESTATES/STEVE WITZEL, 1168 101ST AVENUE NW (AGENDA ITEM 8)

It was noted the Board of Adjustment and Appeals is requested to consider an objection to a special assessment for an administrative citation for securing a home in the amount of $258.

Ms. DeGrande stated that per direction of the Police and Fire Departments, if a property is found to be vacant the policy is to secure the property immediately. She reported that when an inspector was in the area on June 17, 2013, and it was found that the property was vacant and not secured. The door could not be secured simply by locking it and a lock and hasp were installed.

Chairman Wessling opened the public hearing at 7:03 p.m.

Petitioner Steve Witzel provided photographs for the Commission to review. He stated that his first objection regarded notification. He explained that there is a sign with his telephone number posted on the property and believed that if a call would have been made he could have had a staff member on site within the day. He felt that he should have been notified of a problem before they decided to simply take action. He stated that there was damage done to the door that will cost $400 to repair, and which will have to be completed prior to selling the home. He stated that the cost for a Master Lock is $8.00 and did not believe that the assessment charge of $258 was appropriate for ten minutes of work and the small cost of the lock. He explained that when he brought the home into the City he was not aware of the ordinance that does not allow mobile homes older than 16 years in the City. He stated that when he applied for a permit to make the home level he was informed of the 16-year rule. He stated that after he found out about the rule, he notified the transport company and was waiting for the home to be moved. He was unaware the door was not locked. He objected to the lack of communication, the damage to the door, and the special assessment cost of $258. He stated that he is a mobile home dealer and values his customers so he always answers the phone. He felt that if staff would have called him he could have resolved the situation.

Ms. DeGrande stated that staff does not have the time or resources to attempt to reach every property owner.

Commissioner Rosand stated that policies are established because of the number of incidents that have occurred and for that reason the same procedure must be followed. She stated that they cannot treat properties in different manners.
Commissioner Vande Linde stated that the invoice from Flo's Remodeling shows $190 and questioned the purpose of the remaining $68 charge.

Ms. DeGrande clarified that the additional $68 is the administrative fee that is attached to any special assessment.

As no one further wished to speak, Chairman Wessling closed the public hearing at 7:12 p.m.

Commissioner Rosand stated that it is a unique situation in that the contact information was posted.

Commissioner Vande Linde stated that the problem with that is that there are so many foreclosed properties that also may have contact information posted. He explained that once you call the number you are put through a series of prompts and you still would not know if someone would secure the property.

Commissioner Spano-Madden stated that even if someone would have made a call to the property owner there is no guaranty that he would have been to the property in 15 minutes or even within the day.

Chairman Wessling stated that the problem is that if you waive the fees for this request it may open the door for additional requests to waive fees.

Commissioner Vande Linde stated that the problem is that the lot is owned by Creekside Estates and not Mr. Witzel. He stated that Mr. Witzel is speaking in defense of the request but Creekside Estates will be assessed. He stated that the charge may work its way down to the tenant but the property owner would be assessed.

MOTION BY COMMISSIONER THORUP, SECOND BY COMMISSIONER ROSAND, IN REGARD TO CASE 13-14V, CREEKSIDE ESTATES/STEVE WITZEL, 1168 101ST AVENUE NW, TO RECOMMEND THAT THE CITY COUNCIL AFFIRM THE SPECIAL ASSESSMENT OF $258 IN ITS ENTIRETY.

THE MOTION PASSED UNANIMOUSLY.

6. CASE 13-16V – SPECIAL ASSESSMENT OBJECTION – RMR SERVICES LLC, 11790 XEON STREET #1600 (AGENDA ITEM 10)

It was noted the Board of Adjustment and Appeals is requested to consider two special assessments for administrative citations issued for rental license violations, each in the amount of $2,000 and totaling $4,000.

Ms. DeGrande stated that there several rental violations for this property. She advised that an administrative citation was issued and a notice was sent in October 2012 with a compliance date of 30 days. She stated that there was no response and the fine was charged in March 2013. She stated that another violation letter was sent out on March 27, 2013, with a compliance date of May 1, as the property was still not in compliance. She stated that again there was no response and another fine was charged. She advised that the letter appealing the special assessments was the first contact to the City from the property owner.

Chairman Wessling opened the public hearing at 7:20 p.m.

Petitioner Todd Edinger, owner of RMR Services, stated that he would like to appeal the special assessments totaling $4,000. He stated that personally and professionally things were not going well for him. He confirmed that the letter was not sent to the address for RMR Services. He stated that he purchased the property as a foreclosure and that a friend currently lives at the property. He stated that he also stays at the property approximately ten days per month for personal reasons. He stated that he does not charge his friend rent because he not does stay at the property every night and that he did not think the license requirement applied. He asked for assistance in this matter because of the high cost. He stated that there have been no police or complaint calls and that he does maintain the property. He stated that if desired he can make his friend sign a lease for $1 each month and then file a rental application with the City.

Chairman Wessling stated that the problem he sees is that this issue has been going on for over 18 months.

Mr. Edinger stated that he has had problems with the mail and other personal and professional issues. He stated that his friend lives at the property only about four days per week.

Chairman Wessling stated that this is complicated because this is not the permanent address of the property owner and someone else is living there.

Ms. DeGrande reviewed the City ordinance regarding rental property and defined rental property. She stated that the property is listed as non-homestead through Anoka County.

Mr. Edinger reported that he purchased the property in November 2011 and then conducted six months of rehabilitation before the home was livable. He stated that his friend moved in during April of 2012, at which time he also began living at the property part of the time.

Chairman Wessling stated that his issue is that this has gone on for over 18 months and although he would like to work with him, there has been sufficient time for contact and cooperation prior to tonight.

Mr. Edinger stated that he was in attendance tonight because of a notice posted on his door in May. He stated that his first call to the City was about one month ago.

Commissioner Vande Linde stated that as a business owner he could not understand why the property owner would not obtain a post office box if there were problems with his mail.

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Mr. Edinger stated that he was not aware of a problem until recently.

As no one further wished to speak, Chairman Wessling closed the public hearing at 7:29 p.m.

Commissioner Vande Linde questioned if RMR Services has asked for a rental application at any time throughout this process.

Ms. DeGrande stated that the only contact from Mr. Wetzel was the letter of appeal received.

Commissioner Spano-Madden stated that the Board is having difficulties with this because Mr. Wetzel should have had this conversation with staff prior to this meeting.

Commissioner Rosand stated that she struggles with this request because of the lack of communication. She stated that earlier the Board heard a request where the property owner immediately responded to the request and was still charged a partial assessment. She noted that the property is also listed with the county as a non-homestead property.

MOTION BY COMMISSIONER VANDE LINDE, SECOND BY COMMISSIONER ROSAND, IN CASE 13-16V, RMR SERVICES LLC, 11790 XEON STREET #1600, TO RECOMMEND THAT THE CITY COUNCIL AFFIRM THE SPECIAL ASSESSMENT OF $4,000 IN ITS ENTIRETY.

THE MOTION PASSED UNANIMOUSLY.

7. CASE 13-17V – SPECIAL ASSESSMENT OBJECTION – DAWN ZEIHER, 12935 RAVEN STREET (AGENDA ITEM 11)

It was noted the Board of Adjustment and Appeals is requested to consider a special assessment objection regarding two outstanding administrative citations against the property located at 12935 Raven Street.

Ms. DeGrande stated that the two special assessments are regarding two administrative citations from early and late May for parking on the grass. She stated that the first citation was issued and upon re-inspection, the property received another citation for noncompliance. She stated that following the second citation, the property was re-inspected and found to be in compliance, so the second citation fee was reduced by half.

Chairman Wessling opened the public hearing at 7:38 p.m.

Petitioner Dawn Zeiher stated that she was unaware of the citation as it had fallen in with her recycling. She stated that when she noticed the citation she immediately called staff in an attempt to resolve the matter. She explained that each year she and two other homes have a large garage sale, in conjunction with their neighborhood sales. She said it was her belief that parking is not allowed on the street overnight and because her driveway was filled with tables and sale items, she had parked her car on the grass. She also stated that she has a special driveway that had just been stained at the time and did not want to park the car on it because the vehicle was

leaking fluid. She stated that she was unaware of the City ordinance and believed that she could park on her own property. She apologized for not responding to the original notice and stated that the car was moved upon re-inspection because the sale was no longer occurring. She stated that perhaps citations should be sent via certified mail to ensure people receive them.

Chairman Wessling questioned how long the car was parked on the grass.

Ms. Zeiher stated May 1 through May 18. She explained that the garage sale occurred at week's end for those three weeks. She stated that at any other time the car is not parked in the grass.

Chairman Wessling confirmed that the property had been mowed and grass was not growing around the vehicle.

Commissioner Spano-Madden stated that the ordinance regarding parking on the street is just during the winter months and parking is allowed again beginning April 1.

As no one further wished to speak, Chairman Wessling closed the public hearing at 7:44 p.m.

Commissioner Spano-Madden referenced the pictures taken on May 6 and noted that there are no garage sale items present in the photograph.

Chairman Wessling stated that he would be in favor of reducing the fee by half.

MOTION BY COMMISSIONER VANDE LINDE, SECOND BY COMMISSIONER ROSAND, IN CASE 13-17V, DAWN ZEIHER, 12935 RAVEN STREET, TO RECOMMEND THAT THE CITY COUNCIL REDUCE THE TOTAL SPECIAL ASSESSMENT AMOUNT FROM $600 TO $300.

THE MOTION PASSED UNANIMOUSLY.

8. CASE 13-18V – SPECIAL ASSESSMENT OBJECTION – FEDERAL HOME LOAN MORTGAGE CORP/MN REO PROPERTIES, 2335 MAIN STREET NW (AGENDA ITEM 12)

It was noted the Board of Adjustment and Appeals is requested to consider a special assessment objection in regard to seven administrative citations in a total amount of $2659.50. It was noted that there were two additional special assessments in the amount of $3,282 concerning this property that were not eligible for appeal.

Ms. DeGrande stated that there are many different assessments that are pending against this property. She stated that the citations include three citations for securing vacant property, one citation for long grass, one citation for expired tabs on vehicle, two citations for exterior storage, and two citations for abatement costs. She stated that there has been a lot of staff time spent on securing and cleaning up this vacant property. She advised that MN REO Properties had requested extensions on two of the citations.

Chairman Wessling questioned if the issues had been resolved during the extended timeline.

Ms. DeGrande stated that the City granted extensions via a signed agreement in both cases where an extension had been requested. She advised that upon re-inspection of the property, the issues had not been resolved and abatement activities then occurred. She stated that in the signed agreement there is language that states if the issue is not resolved within the extended time period, abatement would occur and the cost and citation would then be assessed. She explained that is why those two assessments are not eligible for appeal.

Chairman Wessling stated that if there were so many issues perhaps staff should have issued one large citation to address all of the issues.

Ms. DeGrande explained that the situation evolved over time and each time staff revisited the property there were additional abatement or security issues that needed to be addressed.

Chairman Wessling opened the public hearing at 7:54 p.m.

Richard Stanton, MN REO, stated that MN REO is a business that deals with banked owned properties. He questioned if anyone in the room was aware that the City would like to purchase this property. He also questioned if his staff member, Kelly, had been in contact with anyone in the room.

Ms. DeGrande confirmed that she was aware of the fact that the City is interested in the property. She confirmed that Kelly did make contact with her in regard to the appeal.

Mr. Stanton reviewed the timeline on the citations. He advised that the City placed a lockbox on the property prior to MN REO placing a lockbox on the property. He stated that there was personal property in the house and on the grounds and the business was unaware if the property owner was going to return for their personal property. He stated that by statute you must allow 28 days for the person to return to claim their items. He stated that his business then locked and re-keyed the property.

Chairman Wessling confirmed that the property was vacated on March 24, 2013, and the first citation was issued on March 29. He clarified that the property must be left for 28 days in the case the previous tenant returns for their property. He questioned when a copy of the first citation was received.

Mr. Stanton stated that they never received a citation. He stated that the property owner is Freddie Mac and they would have received the citation.

Ms. DeGrande stated that the first citation was issued for unsecure garage and that the compliance date of April was included.

Chairman Wessling asked for clarification in regard to the 28 days requirement.

Ms. DeGrande stated that staff is aware of the 28-day period and asks that Realtors simply put the property inside the garage or home to get it out of the way.

Mr. Stanton stated that the property must be left where it lies. He acknowledged that the City is doing its job. He stated that he did have contact from the City in regard to a desire to purchase the property. He noted that it was made clear from the City that the property must be cleaned out. He stated that he believed the City was watching the property closely because they are interested in purchasing the property. He noted that there are seven citations on the property and was unsure if that was a common situation. He advised that there is another party interested in purchasing the property as well noting that once he gave a purchase price to the City he then had to list the property on the market. He asked that the City help in this matter in order to assuage the owner, Freddie Mac, so that he can show good faith in this situation in an attempt to move the sale forward.

Chairman Wessling questioned if the property was made compliant.

Mr. Stanton reported that on June 26 the property was fully cleaned up and made compliant.

Chairman Wessling confirmed that the two citations with deadline extensions were not eligible for appeal and therefore the amount under consideration for appeal would be the remaining $2,969.50.

Commissioner Rosand stated that this situation is unique because there was a lot of attention being paid to the property and while there was a lot of work being completed on the property, every time attention was paid there were issues that arose.

Commissioner Vande Linde confirmed that there is a period of 28 days in which the property must be left on site for the previous owner to claim their belongings. He stated that in some cases the bank will offer cash for keys, in which they offer the vacating tenant cash in return for vacating the property in a clean standing.

Ms. DeGrande stated that of the appealable assessments, the only abatement activities occurred in June at a cost of $620.50 with an additional $300 administrative citation.

Mr. Stanton referenced assessments that were charged and questioned if those could be waived.

Chairman Wessling clarified that the assessments associated with the extension agreements were not eligible for appeal under the signed agreements and, therefore, those cannot be appealed or reduced.

Commissioner Vande Linde clarified that the non-appealable assessments totaling $3,282 would be charged to the property and would then most likely be paid by the seller at the time of closing.

Ms. DeGrande stated that staff is recommending that an assessment in the amount of $300, for long grass, be removed because staff could not find the pictures.

Mr. Stanton noted that there are a total of 11 citation incidents, even though only seven are included in this discussion.

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Commissioner Vande Linde referenced the two incidents of securing the home and questioned if the City had simply taken off the lockbox installed by MN REO in the second incident to once again secure the property with the City's lockbox.

Ms. DeGrande advised that the two incidents of securing the home were in regard to windows. She clarified the out of pocket expenses included in the appealable assessments total $1,769.50. She advised that the remaining $900 includes three administrative citations. She advised that if assessed to the taxes there would be a $30 fee for each citation assessment.

As no one further wished to speak, Chairman Wessling closed the public hearing at 8:21 p.m.

MOTION BY COMMISSIONER VANDE LINDE, SECOND BY COMMISSIONER ROSAND, IN CASE 13-18V, FEDERAL HOME LOAN MORTGAGE CORP/MN REO PROPERTIES, 2335 MAIN STREET NW, TO RECOMMEND THAT THE CITY COUNCIL MODIFY THE SPECIAL ASSESSMENT OF $2659.50 BY ELIMINATING THREE ADMINISTRATIVE CITATIONS CHARGES TOTALING $900, THEREFORE REDUCING THE ASSESSMENT TO THE AMOUNT OF $1,769.50.

THE MOTION PASSED UNANIMOUSLY.

MOTION BY COMMISSIONER VANDE LINDE, SECOND BY COMMISSIONER THORUP, TO RECESS THE MEETING AT 8:25 P.M.

THE MOTION PASSED UNANIMOUSLY.

CHAIRMAN WESSLING RECONVENED THE MEETING AT 8:35 P.M.

9. CASE 13-11V – SPECIAL ASSESSMENT OBJECTION – RAYMOND TRUELSON/ PRO REALTY SERVICES LLC, 11504 CROOKED LAKE BLVD (AGENDA ITEM 5)

It was noted the Board of Adjustment and Appeals is requested to consider a special assessment objection in regard to code enforcement action against the property in the amount of $1,206.

Ms. DeGrande stated that there were a number of activities which occurred at the property but noted that during that process there was a new owner that took ownership of the property. She explained that staff has proposed to remove the abatement costs and simply assess one fee for securing the property in the amount of $228.

Chairman Wessling opened the public hearing at 8:37 p.m.

As no one further wished to speak, Chairman Wessling closed the public hearing at 8:37 p.m.

MOTION BY COMMISSIONER ROSAND, SECOND BY COMMISSIONER THORUP, IN CASE 13-11V, RAYMOND TRUELSON/PRO REALTY SERVICES LLC, 11504 CROOKED LAKE BLVD, 16-31-24-21-0007, TO RECOMMEND THAT THE CITY COUNCIL REDUCE THE SPECIAL ASSESSMENT FROM $1,206 TO $228.

THE MOTION PASSED UNANIMOUSLY.

10. CASE 13-12V – SPECIAL ASSESSMENT OBJECTION – MICHAEL SWIGGERT, 10856 YELLOW PINE STREET (AGENDA ITEM 6)

It was noted the Board of Adjustment and Appeals is requested to consider a special assessment objection regarding three administrative citations.

Ms. DeGrande advised that three citations were issued, one citation for parking on the grass and two citations for expired vehicle tabs. She stated that upon re-inspection of the property the violation for parking on grass had been corrected and one of the vehicles had current tabs. She stated that because one of the vehicles still had expired tabs, that citation was charged to the property in the amount of $300.

Chairman Wessling opened the public hearing at 8:41 p.m.

As no one further wished to speak, Chairman Wessling closed the public hearing at 8:41 p.m.

MOTION BY COMMISSIONER THORUP, SECOND BY COMMISSIONER ROSAND, IN CASE 13-12V, 10856 YELLOW PINE STREET, TO RECOMMEND THAT THE CITY COUNCIL AFFIRM THE SPECIAL ASSESSMENT OF $300 IN ITS ENTIRETY.

THE MOTION PASSED UNANIMOUSLY.

11. CASE 13-13V – SPECIAL ASSESSMENT OBJECTION – TERESA ANN DAY, 10926 EAGLE STREET (AGENDA ITEM 7)

It was noted the Board of Adjustment and Appeals is requested to consider a special assessment objection for an administrative citation in the amount of $300 for long grass.

Commissioner Spano-Madden referenced a letter from the property owner that stated the property owner claims to have mowed the grass after receiving the notice and claimed that the grass grew back by the time of re-inspection.

Ms. DeGrande stated that upon re-inspection the grass was found to be taller than eight inches. She stated that there are pictures of the lawn before and after the abatement took place. She advised that the front and side lawns were mowed but the backyard was not accessible because of a locked gate.

Chairman Wessling opened the public hearing at 8:43 p.m.

As no one further wished to speak, Chairman Wessling closed the public hearing at 8:43 p.m.

DRAFT

MOTION BY COMMISSIONER ROSAND, SECOND BY COMMISSIONER THORUP, IN CASE 13-13V, TERESA ANN DAY, 10926 EAGLE STREET, TO RECOMMEND THAT THE CITY COUNCIL AFFIRM THE SPECIAL ASSESSMENT OF $300 IN ITS ENTIRETY.

THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

There was none.

ADJOURNMENT

MOTION BY COMMISSIONER THORUP, SECOND BY COMMISSIONER ROSAND, TO ADJOURN THE MEETING AT 8:44 P.M. THE MOTION PASSED UNANIMOUSLY.

Respectfully submitted,
Amanda Staple
Board of Adjustment and Appeals Secretary

DRAFT

Board of Adjustment and Appeals - Regular Session **1.**

Meeting Date: 02/06/2014

Subject: Case 14-01V, Special Assessment Objection, Douglas and Vickie Tierney, 11300 Palm Street NW, 14-31-24-14-0019

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid Vacant Property Monitoring fee associated with code enforcement activity against the subject property in the amount of $600 is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $600 is for a Vacant Property Monitoring fee.

A Vacant Property Monitoring fee is charged to any property that has been vacant for at least 120 days and has required three or more visits from City staff responding to issues at the property.

The Coon Rapids Police Department was at the property investigating possible suspicious activity on June 10, 2013, when they noted four people (none of which were the property owner or relatives of the property owner) living in the home with a tampered Connexus electric meter and no gas or electric service.

The Police Department shared their report with relevant City staff, and on June 11, 2013, a representative from the Fire Department, the Chief Building Official, and an inspector from the Neighborhood Reinvestment division inspected the home and posted it as Unsafe for Human Habitation because of the tampered meter and people living in a home without utilities (City Code 12-313). The water was then ordered to be shut off (City Code 13-216) and Public Works came out later that day to do so. The Code Enforcement Officer also performed an inspection and issued citations that day for several violations including expired tabs and flat tires on a vehicle, the exterior storage of items (building materials, tires, other miscellaneous items), and the illegal placement of a storage container in the backyard.

The Unsafe for Human Habitation posting was found to have been removed by someone other than City staff on June 12, 2013, and the property was reposted as uninhabitable by City staff later that day.

In July 2013 a City inspector visited the property to investigate and issue a citation for grass taller than 8".

Having been vacant for more than 120 days with more than three visits from City staff, a Vacant Property Monitoring Compliance Order was issued to the property owner on November 7, 2013, requiring payment of a Vacant Property Monitoring Fee. The order was not appealed.

ACTION REQUESTED

In Case 14-01V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $600 special assessment in its entirety.

Attachments

Supporting Documents

Received 1/9/2014
Case #14-01V

COON RAPIDS
Minnesota

CITY OF COON RAPIDS
ASSESSMENT APPEAL FORM

Complete the following information (PLEASE PRINT):

YOUR NAME: Douglas Tierney

ADDRESS OF PROPERTY BEING ASSESSED: 11300 Palm ST

PROPERTY IDENTIFICATION NUMBER: 14-31-24-14-0019

YOUR HOME ADDRESS (if different than above):

HOME PHONE: 763-[illegible] CELL PHONE: 612-[illegible]

AMOUNT OF ASSESSMENT: 600.00

WHAT IS BEING ASSESSED? (i.e. long grass citation, abatement of items in the yard, expired rental license, parking off pavement citation): Vacant monitoring fee

REASON FOR APPEAL:
I have ADT Alarm on it it is monitored 24-7.

Signature: [illegible]

ACTION BY THE BOARD:

OUTCOME OF MOTION:

Report Date: 1/27/2014

PROPERTY ADDRESS: 11300 PALM ST PIN: 143124140019

Work Order #52824 Vacant Monitor OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/10/13	DRABCZAK, LEYA	POLICE REPORT 13125957 REPORT OF DWELLING WITHOUT GAS OR ELECTRIC BEING OCCUPIED.
FIRE CONTACT		6/11/13	DRABCZAK, LEYA	SHANNON MOEN
POLICE CONTACT		6/11/13	DRABCZAK, LEYA	BERGLUND AND TRESSLER
INFORMATION		6/11/13	DRABCZAK, LEYA	property is relative homestead, however relatives are not staying here. 4 people were in the dwelling and 1 had warrants and arrested. gas is shut of and tampered with elec shut off and bypassed. connexus called and removed meter and will charge
INFORMATION		6/11/13	DRABCZAK, LEYA	connexus to charge criminally. Id called for immediate water shut off due to lack of utilities and illegal bypass. cameras on site facing driveway.
CLOSE CURB STOP	6/11/13	6/11/13	DEVRIES, CHIP	Turned water off, no access to house.
911 ESCORT REQUIRED		6/11/13	DRABCZAK, LEYA	previous arrests and drug activity. all services disconnected.
INFORMATION		6/11/13	DRABCZAK, LEYA	Id forwarded information to police roll call
INFORMATION SENT		6/11/13	DRABCZAK, LEYA	UNINHABITABLE POSTING LETTER MAILED TO OWNERS AND POSTED ON SITE
POLICE CONTACT		6/11/13	DRABCZAK, LEYA	Id contacted by pat morris of crpd that posting was removed
EXCESSIVE USE		6/12/13	DRABCZAK, LEYA	reposting of uninhabitable previous posting was removed.
INSPECTION FOLLOWUP		6/12/13	DRABCZAK, LEYA	report of posting removed by pat morris crpd. Id reposted. doors are secured. 2 vehicles have been removed, one pick up truck remains. property re posted
INSPECTION 1	1/27/14	6/12/13	BUCHANAN, PAUL	Broken window on detached garage.
CITATION ISSUED	1/27/14	6/13/13	BUCHANAN, PAUL	Citation issued to repair/replace broken window. Compliance date 6/21/13.
EXCESSIVE USE		6/12/13	DRABCZAK, LEYA	150.00 ASSESSED POSTING ON 6/11/2013 WAS REMOVED LD REPOSTED ON 6/12/2013
COMMUNICATE W OWNEF		6/13/13	DRABCZAK, LEYA	vickie tierney called and was very upset about her posting. Id explained process of water restoration. she stated Id was lying about the power being shut off. Id offered photos of site and corresponding police reports. vt stated crpd was a joke and they dont know anything. She stated drug task force was a joke and we are responsible for her son's behavior. vt made comments about various races. Id asked her to stop and she did not. Id stated she would check for elec. serv.
INSPECTION FOLLOWUP		6/13/13	DRABCZAK, LEYA	Id conducted inspections with crpd and elec meter is still missing, no gas, electric or water service on site.
COMPLIANCE		7/9/13	DRABCZAK, LEYA	window has been repaired per paul b. - $300 citation fee not charged.
INSPECTION FOLLOWUP		8/12/13	DRABCZAK, LEYA	owner doug is having utilities reinstated and City staff is removing uninhabitable posting. owner must apply for and pass inspection to get water back on.
INFORMATION		8/13/13	DRABCZAK, LEYA	CONFIDENTIAL
INSPECT		8/13/13	SMITH, STEPHEN	FAILED. Meter installed. No contact info given. 1.Need smoke detectors in each bedrrom and carbon monoxide detector within 10 feet . 2. Electrician to pull permit, make repairs and deem house and garage electrically safe. 3. Need UL approved dryer
INSPECTION FOLLOWUP		9/27/13	CAMERER, CALVIN	vacant; gas & elec on
VACANT MONITOR FEE		11/7/13	DRABCZAK, LEYA	Vacant Monitor letter ($600 fine) sent to owner. More than 3 visits. Same owner doug tierney since 5/11/1995.
INFORMATION		1/2/14	DRABCZAK, LEYA	Id returned call to owner but voicemail states that voicemail has not been set up and Id could not leave message.
INFORMATION		1/3/14	DRABCZAK, LEYA	Id forwarded vacant monitor assessment to finance

Report Date: 1/27/2014

PROPERTY ADDRESS: 11300 PALM ST PIN: 143124140019

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code # 22619	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
12-306(3) Windows, Doors and Screens.	6/12/13	300	DRABCZAK, LEYA	REPLACE /REPAIR BROKEN WINDOW ON DETACHED GARAGE.	DOUGLAS AND VICKIE TIERNEY 11300 PALM ST NW COON RAPIDS, MN 55448

Files attached to this work order:
\WorkOrder\52824\11300 palm st fire run report 06102013.pdf
\WorkOrder\52824\11300 palm st police report 06102013.pdf
\WorkOrder\52824\11300 palm st 06102013.docx
\WorkOrder\52824\11300 palm st vbr counts.pdf
\WorkOrder\52824\11300 palm st crpd 06132013.pdf
\WorkOrder\52824\11300 palm st crpd 06172013.pdf

Work Order #52887 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/11/13	MITLYNG, ADAM	
CITATION ISSUED		6/13/13	MITLYNG, ADAM	j/d, junk car, compost pile, cargo container
CITATION REINSPECT	6/21/13	11/7/13	MITLYNG, ADAM	compliant
APPEAL SUBMITTED				
HEARING		7/23/13	BENNETT, CHERYL	appeal stricken, no show
TIME EXTENSION		8/5/13	MITLYNG, ADAM	Doug Tierney came in stating he didn't receive notice of hearing date, agreed on what needs to be done for container to be a shed, new compliance 9-5-2013

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code # 22621	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	6/11/13	300	MITLYNG, ADAM	Building materials, tires, misc junk and debris, remove all items from exterior storage	DOUGLAS & VICKIE TIERNEY Issue Date: 6-13-2013 11300 PALM ST NW COON RAPIDS, MN 55448
11-601.5 Junk Vehicles on Residential Property.	6/11/13	300	MITLYNG, ADAM	599DMX expired tabs/flat tires, display current registration and repair to an operable condition or remove from outdoor storage	
11-1207.2(1)(a) Semitrailer and Container Storage.	6/11/13	300	MITLYNG, ADAM	Storage container in back yard, remove container from property	

Files attached to this work order:
\WorkOrder\52887\20130805092507246.pdf
\WorkOrder\52887\Appeal & Hearing Info.pdf

Report Date: 1/27/2014

PROPERTY ADDRESS: 11300 PALM ST PIN: 143124140019

Work Order #53592 Weeds / Long Grass CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		7/17/13	CAMERER, CALVIN	Citation posted at property. Grass/weeds in blvd & by garage over 8". THIS PROPERTY IS ON POLICE ESCORT LIST.
INFORMATION SENT		7/17/13	MEVISSEN, KARI	Courtesy letter sent.
CITATION REINSPECT	7/25/13	7/25/13	GAZELKA, MIKE	Grass has been mowed.
COMPLIANCE		7/25/13	MEVISSEN, KARI	

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To

Files attached to this work order:
\WorkOrder\53592\53592.pdf

End of Report for 11300 PALM ST

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

Compliance Order

November 7, 2013

TIERNEY DOUGLAS E & VICKIE L
11300 PALM ST NW
COON RAPIDS, MN 55448

RE: 11300 PALM ST, COON RAPIDS, MN 55448
PIN: 143124140019

Our records show the above property is vacant and City Staff has made three or more visits to the property; or a previous fee has been charged and the property is still vacant. City Code 12-312 allows the City to assess a Vacant House Monitoring Fee to properties vacant for 120 days or more, excluding seasonal vacancies. Vacant properties are charged a monitoring fee if the property has been vacant for 120 days or more and the property has required three or more City Staff visits for water shutoff, securing the building, weed complaints, code enforcement activity, police activity-squatters, etc. The current Vacant Property Monitoring Fee is an annual fee of $600 for residential properties and $1000 for commercial properties.

Please submit the **$600 or $1000** monitoring fee in the return envelope by the compliance date listed in bold below. If there has been a recent transfer of the property and you are no longer the owner please submit by the compliance date a copy of either HUD-1 Settlement Statement or a deed/Contract for Deed with proof of recording from Anoka County as verification of that transfer. Purchase Agreements or other documents will not be accepted as proof. DO NOT send original documents.

COMPLIANCE DATE: January 2, 2014

If you fail to respond to this Order by the compliance date the Vacant Property Monitoring fee plus an administration fee will be charged as a special assessment to your property taxes without further notice.

City Code sections pertaining to vacant properties have been enclosed for your review. If you feel Staff has misinterpreted the Code, you have the right to appeal within 10 days from the date of this notice. If you wish to appeal, contact the Neighborhood Reinvestment Division at the number below to obtain an Application for Appeal.

Leya Drabczak
Housing Official
City of Coon Rapids
763-767-6420

Vacant: 6/11/13 RSD: PIN #: 143124140019 WO: 52824

Welcome to the Web site of
Anoka County
Minnesota

Property Details

Parties

Property ID	14-31-24-14-0019	Situs Address	11300 PALM ST NW , COON RAPIDS, MN 55448-0000

Parties

Role	Percent	Name	Address	Since	To
Mortgage Company	100.00	WELLS FARGO REAL EST TAX SERV	AU 37602 PO BOX 14506, DES MOINES, IA 50306-9396	08/27/2013	Current
Owner	100.00	TIERNEY DOUGLAS E & VICKIE L	11300 PALM ST NW, COON RAPIDS, MN 55448-0000 UNITED STATES	05/11/1995	Current
Relative	100.00	JEFFREY TIERNEY	11300 PALM ST NW, COON RAPIDS, MN 55448-0000 UNITED STATES	03/13/2009	Current
Taxpayer	100.00	TIERNEY DOUGLAS E & VICKIE L	11300 PALM ST NW, COON RAPIDS, MN 55448-0000 UNITED STATES	05/11/1995	Current

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City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

6/11/2013

DOUGLAS AND VICKIE TEIRNEY
11300 PALM ST NW
COON RAPIDS, MN 55448

Re: 11300 PALM ST PID # 143124140019

The above property has been posted as "not habitable" for the following reason:
NO GAS SERVICE, LINE HAS BEEN TAMPERED WITH NO ELECTRIC SERVICE, METER HAS BEEN TAMPERED WITH, NO WATER SERVICE. See attached codes.

The dwelling cannot be occupied (persons may not sleep overnight in the dwelling) until the property is inspected for compliance with City Code and the posting has been removed by the Housing Inspector.

Building Permits are required for demolition and removal of drywall and building materials. Please contact the Building Inspections Department at 763-767-6476 for further information.

If you have questions I will be happy to assist you. Thank you in advance for your cooperation.

Sincerely,

Brian Vinkemeier
Acting Chief Building Official
City of Coon Rapids
763-767-6476

Leya Drabczak
Housing Inspector
City of Coon Rapids
763-767-6420

A COPY OF THIS LETTER HAS BEEN POSTED AT THE ABOVE ADDRESS

12-305 Occupancy. No person is allowed to occupy, or permit another person to occupy, any residential or nonresidential structure, building, or premises unless the structure, building, or premises is clean, sanitary, conducive to a safe and healthy environment, and in compliance with all applicable Federal, State, and local laws and ordinances. [Revised 6/20/06, Ordinance 1925]

(2) Sanitary Fixtures. Fixtures within the building must be maintained in a clean and sanitary condition. [Revised 6/20/06, Ordinance 1925]

12-312 Securing and Monitoring of Premises and Buildings.

(1) The Chief Building Official, the Fire Chief, the Chief of Police, and their designees, are authorized to order the immediate evacuation of a building or premises that poses an immediate threat to health and safety. Once evacuated, unsecured buildings or premises posing an immediate danger of sustaining property damage or threat to health and safety may be ordered immediately secured and placarded. Unauthorized entry onto placarded premises or into a placarded building, or the removal or defacing of a placard, is a misdemeanor. In all other cases, a vacant building that remains unsecured for a period of 48 hours or more is deemed a public nuisance and must be secured. Securing must be in the manner prescribed by Section 12-312(2). City officials or their designees are authorized to enter private property and use reasonable force to enforce this clause. [Revised 6/20/06, Ordinance 1925]
(2) Manner of Securing Buildings. Boarding must be done with sound materials securely fastened to the building and painted with a color consistent with the adjacent surfaces, except that openings on walls facing street frontages must be covered with clear acrylic plastic sheets only. Nonresidential building exterior signage on the vacant portions must be removed, except signage used for sale or lease of the building as allowed by Chapter 11-2100 (Sign Regulations). [Revised 6/20/06, Ordinance 1925]
(3) The premises of a vacant building must be maintained in an appropriate manner including, but not limited to, mowing of yard areas; removal of weeds from parking areas, drives, medians, and landscaping; collection and removal of debris; and watering and maintaining landscaping and yard. [Revised 6/20/06, Ordinance 1925]
(4) Properties remaining vacant for 120 days or more, except for seasonal vacancies, may be assessed a monitoring fee established by ordinance, payable 30 days after notice from the Compliance Official, thereafter annually on the anniversary of the original date of vacancy. [Revised 6/20/06, Ordinance 1925]
(5) Costs of securing and maintaining a property, and unpaid monitoring fees, may be specially assessed to the property in the manner prescribed by law. [Revised 6/20/06, Ordinance 1925]
(6) Nothing in this Section creates an obligation or duty on the part of municipal officials or their designees to evacuate, secure, or maintain properties. This Section is supplementary to and does not limit the civil or criminal authority of governmental agents acting under applicable statutes, laws, codes, or ordinances. [Revised 6/20/06, Ordinance 1925]

12-313 Buildings Unfit for Human Habitation.

(1) Any building or portion thereof that is damaged, decayed, dilapidated, unsanitary, unsafe, pest infested, or that lacks provision for basic illumination,

heat, ventilation, or sanitary facilities to the extent that the defects create a hazard to the health, safety, or welfare of the occupants or of the public, may be declared unfit for human habitation. If a building or premises has been declared unfit for human habitation, the Compliance Official is authorized to order the building or affected dwelling unit or units vacated within a reasonable time and placard the building or dwelling units. A rental license, if any, previously issued for such building, dwelling, or occupancy is subject to revocation. An order issued pursuant to this Section may be served on the owner, operator, or owner's agent and upon any occupants in the same manner as a notice under Section 12-315(3). The appeal process for Section 12-315(4) applies to orders issued under this Section except that the Compliance Official may order the vacation of the building pending an appeal upon the Chief Building Official's finding that continued occupancy poses an immediate threat to health and safety. [Revised 6/20/06, Ordinance 1925]

(2) It is a misdemeanor for such building to be used for human habitation until the defective conditions have been corrected and written approval has been issued by the Compliance Official, and, if the premises are to be rented, a rental license has been issued or reinstated for the affected building or units. It is a misdemeanor to deface or remove the declaration placard from any such building or dwelling unit. [Revised 6/20/06, Ordinance 1925]

(3) For rental properties, no rents may be collected from the tenant of any affected dwelling unit which has been placarded, from the date of placarding, until the placard has been removed by the City. [Revised 6/20/06, Ordinance 1925]

(4) The authority under this Section is in addition to the authority provided by Section 12-312(1). [Revised 6/20/06, Ordinance 1925]

12-317 Excessive Consumption of Services.

(1) Collection Authorized. The City is authorized to collect inspection costs, as determined from time to time by ordinance, from a property owner who consumes excessive inspection services, or from a person who makes repeated unfounded requests for enforcement. Unpaid costs of inspection may be specially assessed against the property in the manner prescribed by law.

(2) For the purpose of this Section, an excessive consumption of inspection services occurs on a non-rental property when:

(a) One or more inspections are performed at the same location within a consecutive 12 month period after any inspection for which a notice of violation was served, and

(b) During any inspection under Section 12-317(2)(a), the inspector finds continuing or additional violations.

(3) For the purpose of this Section, an excessive consumption of inspection services occurs on a rental property when:

(a) Section 12-317(2) is met, or

(b) The second follow-up inspection to an initial or renewal inspection reveals non-compliance with requirements established in the initial or renewal inspection, or the first follow-up inspection.

For Section 12-317(3)(b) excessive consumption of inspection services, double the cost may be imposed.

THIS PROPERTY IS POSTED AS
UNSAFE FOR HUMAN HABITATION

DATE 6/11/2013 ADDRESS: 11300 PALM ST

PERMITTED ACCESS TO DWELLING FOR COMPLIANCE PURPOSES ONLY BETWEEN THE HOURS OF

_____NEVER_____A.M. AND _____NEVER_____P.M. ☐ WEEK DAYS ONLY ☐ SATURDAY-SUNDAY

THE CONDITION OF THIS PROPERTY INCLUDES:

☐ EXCESSIVE STORAGE/CLUTTER ☐ UNSANITARY CONDITIONS ☐ STRUCTURAL / ELECTRICAL ISSUES

☐ WATER DAMAGE/BURST PIPES ☐ LACK OF UTILITIES = GAS / ELECTRIC/ WATER ☐ PERMITS REQUIRED

☐ OTHER_____

Any building unsanitary, unsafe to the extent that the defects create a hazard to the health, safety or welfare of the occupants or the public; may be declared unfit for human habitation. [City Code Section 12-313 & 12-314]. **All persons acting contrary to this order, or removing or mutilating this notice, are subject to criminal prosecution unless authorized by the Compliance Official. Violations and Penalties, a violation of this order is punishable by up to 90 days in jail and/or a $1000.00 fine**. Excessive Use of Services fees may apply [City Code Section 12-317].

Compliance Official_____

Brian Vinkelmeier
Acting Chief Building Official
763-767-6576

Michelle Posch
Housing Inspector
763-767-6575

Leya Drabczak
Housing Inspector
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

THIS PROPERTY IS POSTED AS
UNSAFE FOR HUMAN HABITATION

DATE 6/11/2013 ADDRESS: 11300 PALM ST

PERMITTED ACCESS TO DWELLING FOR COMPLIANCE PURPOSES ONLY BETWEEN THE HOURS OF

_____NEVER_____A.M. AND _____NEVER_____P.M. ☐ WEEK DAYS ONLY ☐ SATURDAY-SUNDAY

THE CONDITION OF THIS PROPERTY INCLUDES:

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☐ OTHER_____

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- 2ND POSTING 6/12/2013 ORIGINAL POSTING 6/11/2013 WAS REMOVED WITHOUT AUTHORIZATION

Compliance Official_____

Brian Vinkelmeier
Acting Chief Building Official
763-767-6576

Michelle Posch
Housing Inspector
763-767-6575

Leya Drabczak
Housing Inspector
763-767-6420

City of Coon Rapids
11155 Robinson Drive
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www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 52887-22621

OPEN IMMEDIATELY

DOUGLAS & VICKIE TIERNEY
11300 PALM ST NW
COON RAPIDS, MN 55448

Issue Date: 6-13-2013

Property Address: **11300 PALM ST**
COON RAPIDS, MN

PIN: 143124140019

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/11/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
06/20/2013	Building materials, tires, misc junk and debris, remove all items from exterior storage	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300
06/20/2013	599DMX expired tabs/flat tires, display current registration and repair to an operable condition or remove from outdoor storage	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$300
06/20/2013	Storage container in back yard, remove container from property	11-1207.2(1)(a) Semitrailer and Container Storage. -- It is illegal to park, store, or maintain, or permit to be parked, stored, or maintained on any property a semitrailer, a ground level storage container, or similar container.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Continued on next page

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitlyng
Code Enforcement
763-767-6470

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

July 17, 2013

TIERNEY DOUGLAS E & VICKIE L
11300 PALM ST NW
COON RAPIDS, MN 55448

Address:	**11300 PALM ST** COON RAPIDS, MN 55448
Administrative Citation:	**#53592**
PIN:	143124140019

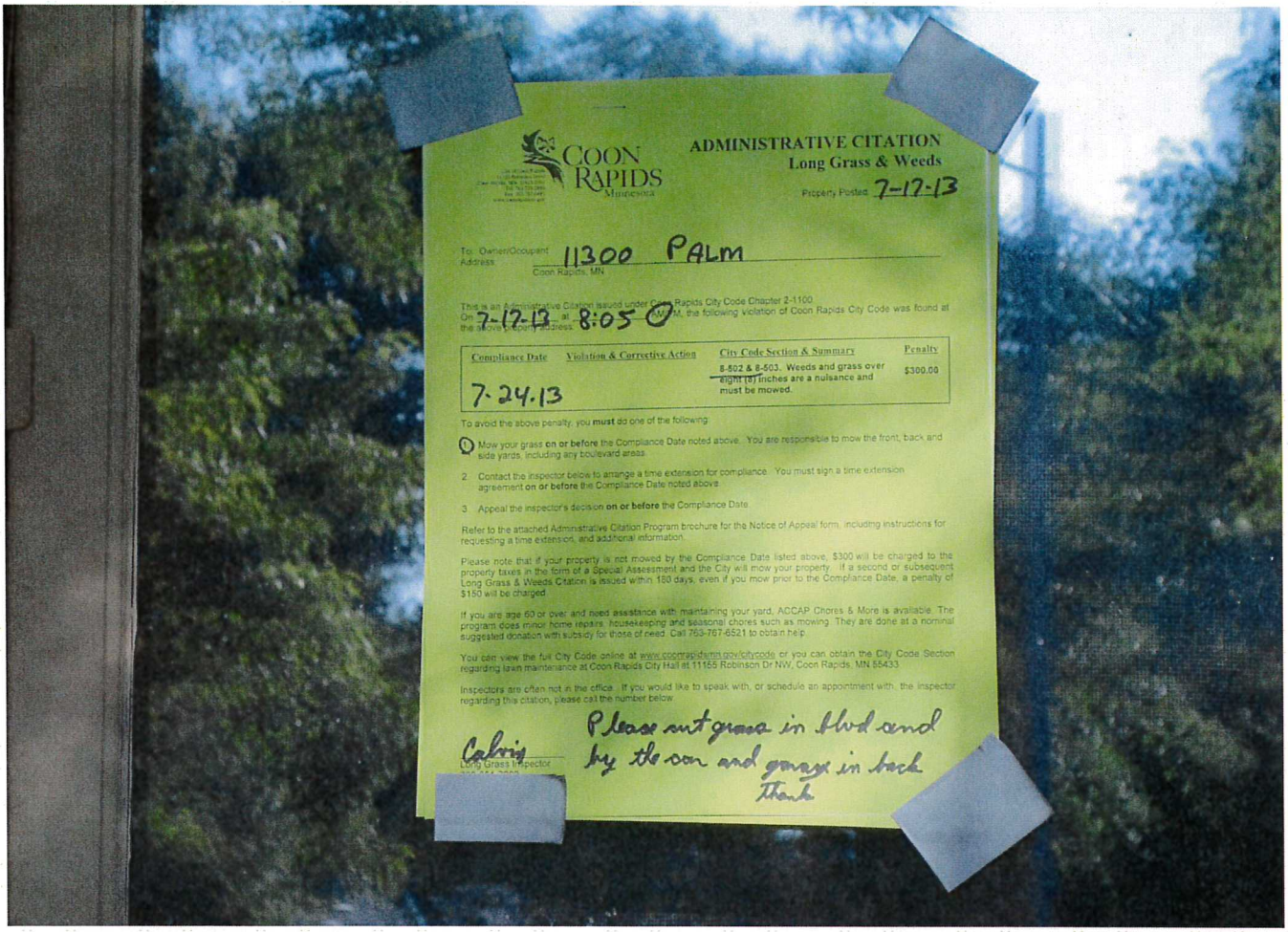
Your property in Coon Rapids was recently posted with an Administrative Citation for long grass. In the City of Coon Rapids, grass and/or weeds cannot be taller than 8" in height. Anoka County Property Records identifies you as the taxpayer/property owner of 11300 PALM ST, and for this reason, this letter is being sent to you to ensure you are aware of the long grass citation at your property.

If your property is mowed by 07/24/2013, the $300 penalty will not be charged. If you have received more than one Administrative Citation for long grass this season, you will be charged a minimum of $150, even if the property is mowed before the compliance date.

For more information, please refer to the citation posted at your property or call 763-951-7202.

Long Grass Inspector
763-951-7202

VACANT



COON RAPIDS
Minnesota

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: 7-17-13

To: Owner/Occupant
Address: 11300 PALM
Coon Rapids, MN

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100.
On 7-17-13 at 8:05 AM the following violation of Coon Rapids City Code was found at the above property address.

Compliance Date	Violation & Corrective Action	City Code Section & Summary	Penalty
7-24-13		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	$300.00

To avoid the above penalty, you **must** do one of the following:

1. Mow your grass **on or before** the Compliance Date noted above. You are responsible to mow the front, back and side yards, including any boulevard areas.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Please note that if your property is not mowed by the Compliance Date listed above, $300 will be charged to the property taxes in the form of a Special Assessment and the City will mow your property. If a second or subsequent Long Grass & Weeds Citation is issued within 180 days, even if you mow prior to the Compliance Date, a penalty of $150 will be charged.

If you are age 60 or over and need assistance with maintaining your yard, ACCAP Chores & More is available. The program does minor home repairs, housekeeping and seasonal chores such as mowing. They are done at a nominal suggested donation with subsidy for those of need. Call 763-767-6521 to obtain help.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section regarding lawn maintenance at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Calvin
Long Grass Inspector

Please cut grass in blvd and by the car and garage in back
thank

1300
Palm St
599 DMX
14
12
10
8

1300
Palm St.
EXPLORE Minnesota.com
599 DMX
MAY
10,000 lakes
14
14
12
10
8

Board of Adjustment and Appeals - Regular Session **2.**

Meeting Date: 02/06/2014

Subject: Case 14-02V, Special Assessment Objection, Jenifer Turner, 9951 Palm Street NW, 25-31-24-22-0054

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $300 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $300 is for an administrative citation for long grass.

A City inspector went out to this property on August 21, 2013, to investigate grass and/or weeds between 8" - 48" tall in the side yard. The property was posted with a long grass citation and a courtesy letter was sent to the owner of record (same address). The compliance date was set for August 28, 2013. Upon re-inspection on August 29, 2013, the grass/weeds had not been cut so the $300 was charged. The City's mowing crew went out to the property on September 3, 2013, and found the grass/weeds cut upon arrival. This was the second long grass citation issued to this property in 2013.

ACTION REQUESTED

In Case 14-02V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $300 special assessment in its entirety.

Attachments

Supporting Documents

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

Case # 14-02V

Re: Jenifer Allen
9951 Palm St NW
Coon Rapids, MN 55433
PIN#: 25-31-24-22-0054

To whom it may concern;

I am submitting this objection in response to a citation that I received on ~~September 3, 2013~~ August 21, 2013 which cited weeds in the yard. There are two reasons why I am objecting to this citation.

The first reason is because the plants were not weeds. I have a vegetable garden that I tend every year. In 2013, I began a Graduate program at the University of Minnesota. I knew that I would not have enough time to tend to my usual vegetable garden. So I planted an organic wheat garden (something I have been thinking about doing for some time). Since I am a novice at wheat gardening, the garden didn't look as "neat and polished" as it usually does.

The second reason that I am objecting to this citation is because I removed the wheat by the date listed on the citation. The citation stated that if the weeds were not removed by a specified date that I would incur a fine. The wheat was gone by the date specified. Initially, I intended to call the City of Coon Rapids and explain that these were not weeds but I was busy and did not get around to it. Instead, I found it easier to simply harvest the wheat (it was the end of the season anyway).

For these reasons I object to the citation. Thank you for your time.

Sincerely,

Jenifer Turner

$300.

Case #14-02V

Received
City of
Coon Rapids
JAN 17 2014
Inspection
Department
3pm

Property Report

Report Date: 1/22/2014

PROPERTY ADDRESS: 9951 PALM ST PIN: 253124220054

Work Order #30942 — Weeds / Long Grass — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
Inspection 1		6/16/09	GAZELKA, MIKE	Posted Property. Grass/weeds 8"-14" high.
Inspection followup	6/22/09	6/23/09	GAZELKA, MIKE	Done

Work Order #52406 — Weeds / Long Grass — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		5/22/13	GAZELKA, MIKE	Citation posted at property. GRASS ALONG CURB 7-12"
INFORMATION SENT		5/23/13	DRABCZAK, LEYA	Courtesy letter sent.
CITATION REINSPECT	5/30/13	5/30/13	GAZELKA, MIKE	grass has been cut
COMPLIANCE		5/30/13	HINTZE, CINDY	

Files attached to this work order:
\WorkOrder\52406\9951 palm st 05222013.pdf

Work Order #54434 — Weeds / Long Grass — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		8/21/13	GAZELKA, MIKE	Citation posted at property. Weeds on side of yard along 100th Ave 8-48", buckthorn growing in weeds. SECOND POSTING OF THE SEASON. MINIMUM $150 APPLIES. Previously posted 5/23/13.
INFORMATION SENT		8/21/13	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	8/29/13	8/29/13	GAZELKA, MIKE	Grass not cut; abate.
ORDER ABATEMENT		8/29/13	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		8/29/13	HINTZE, CINDY	$300
INFORMATION		9/3/13	ENGLE, GREGG	Grass was cut prior to mowing crew's arrival.
COMMUNICATE W OWNEF	1/13/14	1/13/14	DEGRANDE, KRISTIN	Owner Jennifer Turner 763- 7 called regarding pending assessment. I returned call and left a vm.

FILE COPY

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

August 21, 2013

ALLEN JENIFER
9951 PALM ST NW
COON RAPIDS, MN 55433

Address:	**9951 PALM ST** COON RAPIDS, MN 55433
Administrative Citation:	**#54434**
PIN:	253124220054

Your property in Coon Rapids was recently posted with an Administrative Citation for long grass. In the City of Coon Rapids, grass and/or weeds cannot be taller than 8" in height. Anoka County Property Records identifies you as the taxpayer/property owner of 9951 PALM ST, and for this reason, this letter is being sent to you to ensure you are aware of the long grass citation at your property.

If your property is mowed by 08/28/2013, the $300 penalty will not be charged. If you have received more than one Administrative Citation for long grass this season, you will be charged a minimum of $150, even if the property is mowed before the compliance date.

For more information, please refer to the citation posted at your property or call 763-951-7202.

Long Grass Inspector
763-951-7202

20070430
OWNER OCCUPIED

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

Owner/Occupant
ress: 9951 PALM ST.
Coon Rapids, MN

is 8-21-13 at 9:19 AM/PM, the following violation of Coon Rapids City Code Chapter 2-1100.
above property address:

ompliance Date	Violation & Corrective Action	City Code Section & Summary	Penalty
8-28-13		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	$300.00

oid the above penalty, you **must** do one of the following:

ow your grass **on or before** the Compliance Date noted above. You are responsible to mow the front, back and de yards, including any boulevard areas.

ntact the inspector below to arrange a time extension for compliance. You must sign a time extension reement **on or before** the Compliance Date noted above.

peal the inspector's decision **on or before** the Compliance Date.

o the attached Administrative Citation Program brochure for the Notice of Appeal form, including instructions for ting a time extension, and additional information.

note that if your property is not mowed by the Compliance Date listed above, $300 will be charged to the y taxes in the form of a Special Assessment and the City will mow your property. If a second or subsequent rass & Weeds Citation is issued within 180 days, even if you mow prior to the Compliance Date, a penalty of ll be charged.

re age 60 or over and need assistance with maintaining your yard, ACCAP Chores & More is available. The does minor home repairs, housekeeping and seasonal chores such as mowing. They are done at a nominal ted donation with subsidy for those of need. Call 763-767-6521 to obtain help.

n view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section g lawn maintenance at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

ors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector g this citation, please call the number below.

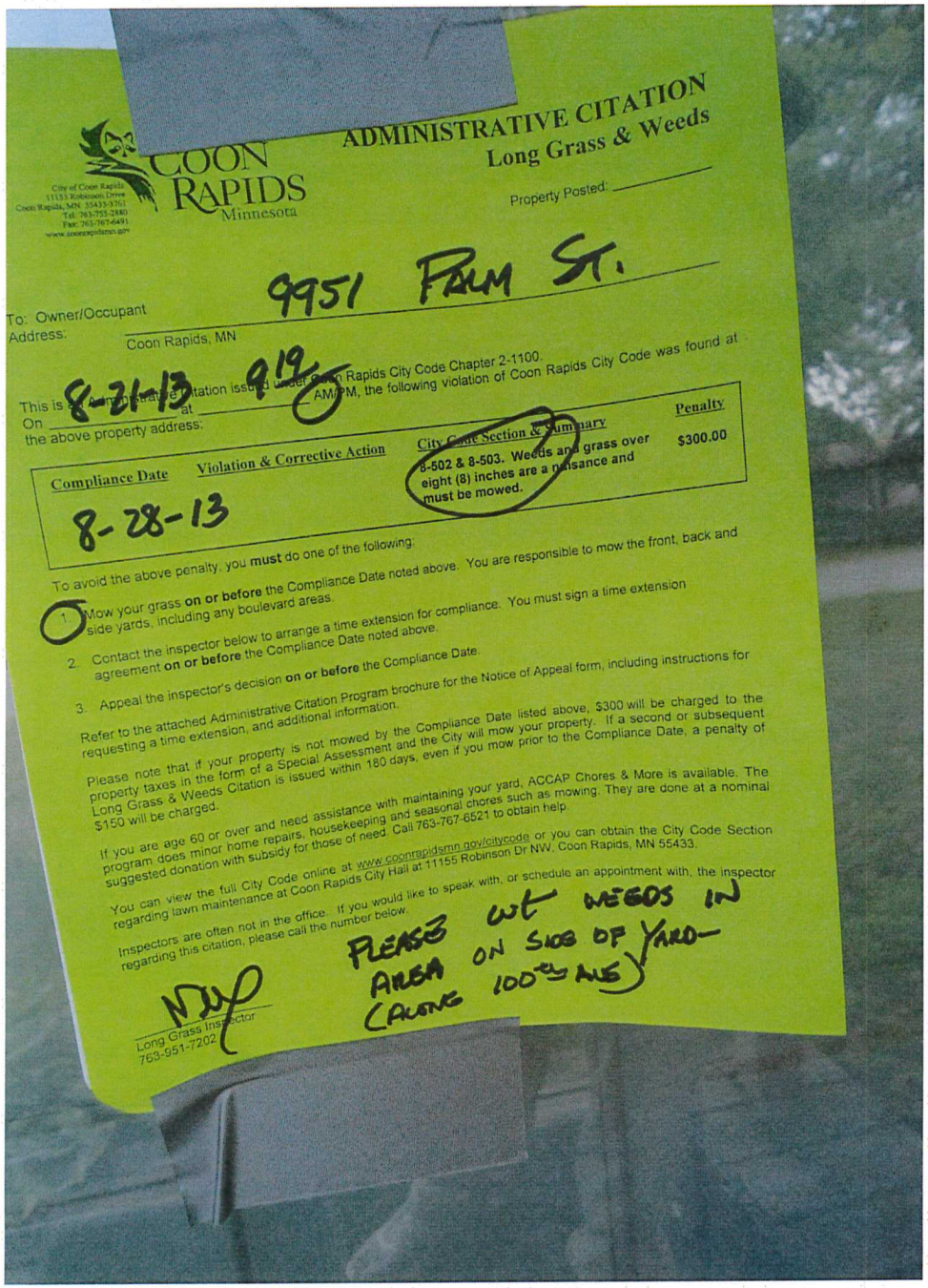
rass Inspector
1-7202

PLEASE CUT WEEDS IN AREA ON SIDE OF YARD (ALONG 100th AVE)

14
12
10
8

14
12
10
8

14
12
10



COON RAPIDS
Minnesota

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.cooncrapidsmn.gov

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

To: Owner/Occupant
Address: 9951 PALM ST.
Coon Rapids, MN

This is a notice of a citation issued under Coon Rapids City Code Chapter 2-1100.
On 8-21-13 at 9:19 AM/PM, the following violation of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	City Code Section & Summary	Penalty
8-28-13		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	$300.00

To avoid the above penalty, you **must** do one of the following:

1. Mow your grass **on or before** the Compliance Date noted above. You are responsible to mow the front, back and side yards, including any boulevard areas.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Please note that if your property is not mowed by the Compliance Date listed above, $300 will be charged to the property taxes in the form of a Special Assessment and the City will mow your property. If a second or subsequent Long Grass & Weeds Citation is issued within 180 days, even if you mow prior to the Compliance Date, a penalty of $150 will be charged.

If you are age 60 or over and need assistance with maintaining your yard, ACCAP Chores & More is available. The program does minor home repairs, housekeeping and seasonal chores such as mowing. They are done at a nominal suggested donation with subsidy for those of need. Call 763-767-6521 to obtain help.

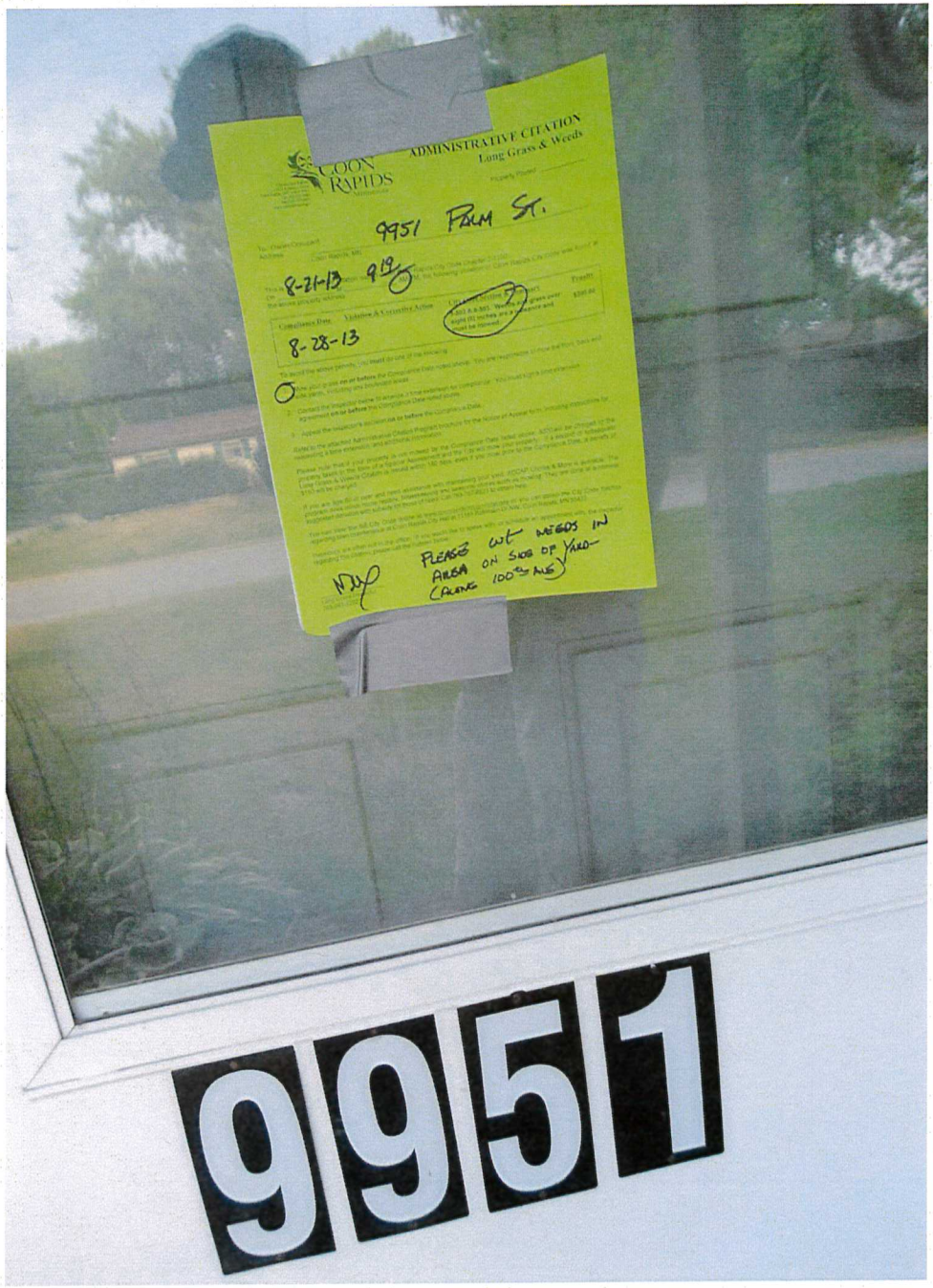
You can view the full City Code online at www.cooncrapidsmn.gov/citycode or you can obtain the City Code Section regarding lawn maintenance at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

PLEASE CUT WEEDS IN AREA ON SIDE OF YARD— (ALONG 100TH AVE)

NDP

Long Grass Inspector
763-951-7202



9951

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

Long Grass Abatement Order

Date Ordered: 8/29/2013

9951 PALM ST

PIN:253124220054

OWNER OCCUPIED

Work Order # 54434

Task Name	Proj. Start	Date	COMMENTS
CITATION ISSUED		8/21/13	Citation posted at property. Weeds on side of yard along 100th Ave 8-48", buckthorn growing in weeds. SECOND POSTING OF THE SEASON. MINIMUM $150 APPLIES. Previously posted 5/23/13.
INFORMATION SENT		8/21/13	Courtesy letter sent.
CITATION REINSPECT	8/29/13	8/29/13	Grass not cut; abate.
ORDER ABATEMENT		8/29/13	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		8/29/13	$300
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			

Abatement Notes

Staff: _____ Date: 9-3-13 Time: _____

_____ Mowing crew cut & bagged

Grass was mowed prior to crew's arrival

Questions regarding mowing can be directed to Leya Drabczak 763-767-6420 or Kristin DeGrande 763-767-6517

DIAL 911 IF THREATENED OR NEED POLICE PROTECTION WHILE MOWING

Board of Adjustment and Appeals - Regular Session **3.**

Meeting Date: 02/06/2014

Subject: Case 14-03V, Special Assessment Objection, Lancelot Properties LLC/John Stiles, 3054 116th Avenue NW, 16-31-24-22-0028

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $1,500 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $1,500 is for three administrative citations ($300, $600, $600) for an inoperable vehicle without current license tabs.

A City inspector went out to this rental property on October 1, 2013, to investigate an inoperable vehicle with a flat tire and missing license tabs. An administrative citation was sent to the owner of record (same address according to Anoka County property records) on October 2, 2013, with a compliance date of October 9, 2013. Upon re-inspection on October 14, 2013, there had been no change so the $300 citation was charged to the property.

Being the property was still not in compliance, a second citation ($600) was sent to the property on October 15, 2013, with a compliance deadline of October 22, 2013. Upon re-inspection on October 28, 2013, there still had been no change so the $600 citation was charged to the property.

Still in violation, a third citation ($1,200) was sent on October 29, 2013, with a compliance date of November 5, 2013. The tenant of the property called City Hall on November 5, 2013, to request a time extension and a new compliance date of November 19, 2013, was established. Upon re-inspection on December 5, 2013, the property was in compliance so only one half of the $1,200 citation ($600) was charged to the property. City code states that when a second or subsequent citation is issued for the same violation within 180 days, if the property comes into compliance, half of the violation amount is charged.

ACTION REQUESTED

In Case 14-03V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $1,500 special assessment in its entirety.

Attachments

Supporting Documents

Urban Enterprises Inc.
4542 Nicollet Ave.
Minneapolis, MN 55419

Office: (612) 236-9296
Fax: 1-888-437-4806
www.urbanrent.com

16-31-24-22-0028
$1500 ($300, $600, $600)
Received 1/21/14 at 10:30a
Case #14-03V

01/21/2014

City Clerk
11155 Robinson Dr
Coon Rapids, MN 55433

Sent via Fax to 763-767-6573

Regarding: Parking Violation at 3054 116th Ave N, Coon Rapids, MN 55433

To Whom It May Concern,

I am writing as the representative of Lancelot Properties LLC.

Our tenant at the above address was unaware of the parking restrictions in the city. Upon receiving the violation notice, she called and requested an extension so that she could become compliant. She was given that extension over the phone. In that timeframe she did remove the vehicle in question. Please reference the letter provide by our tenant, Yai Tieh, for more specifics of the events.

Unfortunately I was not aware of this issue until today, because the violations from the city have not come to my office address. I am listed as the contact on the rental license so that the city knows who to contact in case there is an issue at this property. Unfortunately the city has decided to ignore this and send communication elsewhere. For this reason, I have been unable to respond until today.

In addition to the above, I would like to appeal this citation simply because it is simply excessive. The tenant's actions were not harming anyone. If there is a fine, it should be in proportion to the offense!

If you have any questions, please let me know.

Thank you for your consideration,

John Stiles
Property Manager
612-554-7794 (cell)
john@urbanrent.com

16-31-24-22-0028
3054 · 116th Ave.
$1500 ($300, $600, $600)

Received
City of
Coon Rapids
JAN 21 2014
Inspection
Department

"To Whom it may concern" 1/21/14 10:30 am

I Yai Tieh would like to appeal the citations against me for the amount of 1,590.00. When I received the first notice I was opening that plus the second at the same time. I was working over 80 hours a week and didn't have a chance nor the time to deal with the situation. I called and spoke with a gentlemen explaining my situation and asking for more time, He okayed that & gave me two weeks to take care of it. I had the vehicle removed in that time frame, and thought that was the end of it so it caught me off guard when I received this notice. I would also like you to know I didn't know it was against the law to have a truck parked in my driveway with a flat tire (not on the city streets) or exp. tabs. With that being said, I do apologize for the misunderstanding, & if you would please take under consideration that Im a single mother of three trying my hardest to keep a roof over our heads and food on the table. I couldn't afford to take care of the situation right at that moment otherwise

I would have taken care of it long before the notice. My job ends at the end of this month there is no way I can come up with that type of money right now. Again, I'm sorry I now know how the City of Coon Rapids operates and the consequences that comes along with it and it will never happen again.

Thank you.

1/21/14

Report Date: 1/22/2014

PROPERTY ADDRESS: 3054 116TH AVE PIN: 163124220028

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
APPLICATIONS		9/20/12	POSCH, MICHELLE	RECVD
CONVERSION FEE RCVD		9/20/12	POSCH, MICHELLE	PD $545 VISA
CRIME FREE TRAINING		9/20/12	POSCH, MICHELLE	OWNER COMPLETED
RENTAL INSPECTION	9/20/12	9/20/12	POSCH, MICHELLE	2 POINTS
LICENSE ISSUED		9/24/12	POSCH, MICHELLE	
LICENSE RENEWAL DUE		7/23/13		
NEXT INSPECTION DUE	9/1/15			
BACKGROUND CHECK		9/27/12	TONINATO, DESIREE	C/N 12-216224 completed on Chen Xuan Zhou dob . Nothing found to prevent licensing. On 3-21-11 Col Hgts issued citation for blight at rental property and another rpt was made on 9-15-11.
EDUCATIONAL MATERIAL		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
INFORMATION SENT		7/11/13	POSCH, MICHELLE	RENEWAL $100.00
FEE PAID		7/22/13	POSCH, MICHELLE	PD $100 CK NO 20968
LICENSE ISSUED		7/23/13	POSCH, MICHELLE	
LICENSE RENEWAL DUE	9/1/14			

Files attached to this work order:

\WorkOrder\50545\20130723084304868.pdf
\WorkOrder\50545\20120924150121872.pdf
\WorkOrder\50545\20120924145325269.pdf
\WorkOrder\50545\background letter_0011-18.pdf

Work Order #54899 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		10/1/13	BUCHANAN, PAUL	Vehicle without tabs and flat tires.
CITATION ISSUED		10/2/13	BUCHANAN, PAUL	Junk Vehicle
CITATION REINSPECT	10/9/13	10/14/13	BUCHANAN, PAUL	Non-Compliant
CITATION FEE APPLIED		10/15/13	BUCHANAN, PAUL	$300
CITATION ISSUED		10/15/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT	10/22/13	10/28/13	BUCHANAN, PAUL	Non-compliant
CITATION FEE APPLIED		10/29/13	BUCHANAN, PAUL	$600
CITATION ISSUED		10/29/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT	11/5/13	12/5/13	BUCHANAN, PAUL	compliant
COMMUNICATE W OWNER		11/5/13	BUCHANAN, PAUL	Spoke with occupant. Needs two weeks to get car towed. Giving her until 19-November to complete work.
CITATION FEE APPLIED		12/5/13	MITLYNG, ADAM	$600 for half of $1200 citation
COMMUNICATE W OWNER	1/13/14	1/13/14	DEGRANDE, KRISTIN	Yai Tieh (tenant?) 612- called about pending assessment. I returned call, she asked me to call back 5 min later, I called back about 40 min later and got a voice mail. Left message.
COMMUNICATE W OWNER	1/14/14	1/14/14	DEGRANDE, KRISTIN	I called owner Yi Tieth back 612-: . She can't afford the $1500 assessment. Didn't understand that the 1st & 2nd citations were escalating, thought city was giving her more time. Didn't understand. Will send in an appeal.

Report Date: 1/22/2014

PROPERTY ADDRESS: 3054 116th Ave PIN: 163124220028

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23492**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
11-601.5 Junk Vehicles on Residential Property.	**10/1/13**	300	BUCHANAN, PAUL	SUV at driveway missing current registration and with flat tire. Display current registration and make vehicle operational.	LANCELOT PROPERTIES LLC Issued 10-2-2013 3054 116TH AVE NW COON RAPIDS, MN 55433
11-601.5 Junk Vehicles on Residential Property.	**10/14/13**	600	BUCHANAN, PAUL	SUV at driveway missing current registration with flat tire. Display current registration and make vehicle fully operational.	LANCELOT PROPERTIES LLC Issued 10-15-2013 3054 116TH AVE NW COON RAPIDS, MN 55433
11-601.5 Junk Vehicles on Residential Property.	**10/28/13**	1200	BUCHANAN, PAUL	SUV at driveway missing current registration with flat tire. Display current registration and make vehicle fully operational.	LANCELOT PROPERTIES LLC Issued 10-29-2013 3054 116TH AVE NW COON RAPIDS, MN 55433

End of Report for 3054 116th Ave

3054
10/01/2013 10:38

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 54899-23492

OPEN IMMEDIATELY

LANCELOT PROPERTIES LLC
3054 116TH AVE NW
COON RAPIDS, MN 55433

Issued 10-2-2013

Property Address: **3054 116th Ave**
COON RAPIDS, MN

PIN: 163124220028

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/1/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/09/2013	SUV at driveway missing current registration and with flat tire. Display current registration and make vehicle operational.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

10/14/2013 13:41

10/14/2013 13:42

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 54899-23573

OPEN IMMEDIATELY
LANCELOT PROPERTIES LLC
3054 116TH AVE NW
COON RAPIDS, MN 55433

Issued 10-15-2013

Property Address: **3054 116th Ave**
COON RAPIDS, MN

PIN: 163124220028

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/14/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/22/2013	SUV at driveway missing current registration with flat tire. Display current registration and make vehicle fully operational.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

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Continued on next page

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

3054
10/28/2013 15:14

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 54899-23600

OPEN IMMEDIATELY

LANCELOT PROPERTIES LLC
3054 116TH AVE NW
COON RAPIDS, MN 55433

Issued 10-29-2013

Property Address: **3054 116th Ave**
COON RAPIDS, MN

PIN: 163124220028

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/28/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
11/05/2013	SUV at driveway missing current registration with flat tire. Display current registration and make vehicle fully operational.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

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Continued on next page

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **4.**

Meeting Date: 02/06/2014

Subject: Case 14-04V, Special Assessment Objection, Patricia A. Woodard, 10824 Cottonwood Street NW, 24-31-24-11-0041

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $3,000 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $3,000 is for administrative citations ($300, $600, $600) for a vehicle with expired license tabs and administrative citations ($300, $600, $600) for exterior storage.

A City inspector went out to the property to investigate possible code violations on October 9, 2013. Upon inspection, the inspector found a vehicle without current license tabs and illegal exterior storage of items including a mattress, basketball hoop, furniture, building materials, and other junk and debris. On October 10, 2013, an administrative citation with two violations ($300 each for the vehicle and exterior storage) was sent to the property owner (same address) with a compliance date of October 18, 2013. Upon re-inspection of the property on October 28, 2013, there had been no change so the two $300 penalties were charged to the property.

Being the property was still not in compliance, a second citation ($600 penalty each violation for the vehicle and exterior storage) was sent to the property owner on October 28, 2013, with a compliance date of November 5, 2013. Upon re-inspection on November 8, 2013, there still had been no change so both $600 penalties were charged to the property.

Still in violation, a third citation ($1,200 penalty each violation for the vehicle and exterior storage) was sent to the property owner on November 8, 2013, with a compliance date of November 17, 2013. Upon re-inspection on November 19, 2013, the property was compliant so only one half of the two $1,200 penalties were charged ($600 each). City code states that when a second or subsequent citation is issued for the same violation within 180 days, if the property comes into compliance, half of the violation amount is charged.

ACTION REQUESTED

In Case 14-04V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $3,000 special assessment in its entirety.

Attachments

Supporting Documents

PATRICIA A. WOODARD

Received 1/21/14 at 11am

Case # 14-04 V

January 20, 2014

Coon Rapids City Council
11155 Robinson Drive
Coon Rapids, MN 55433-3761

To Whom It May Concern,

I am asking for leniency regarding the proposed 2014 assessment on the property located at 10824 Cottonwood St. NW. An assessment would cause an added hardship in which I am presently dealing with. I was unaware of the first two citations as I was away with a family member who was dying of cancer. The past 6 months has been extremely difficult as my husband of 12 years retired and left me. I have been unemployed and my home is heading into foreclosure. The items were taken out due my water heater flooding out my basement. I had been waiting on my property tax refund to have it hauled away. As far as the car, it wasn't my car and had asked several times to have the car removed and was unaware of the expired tabs.

I have been dealing with the challenges of separation, death, unemployment and now trying to save my home. I can promise this will never happen again as I am now aware. There was and still is too much on my plate and I am dealing with everything the best that I can. I am asking for you to please reconsider your proposed action.

Sincerely,

24-31-24-11-0041
$3,000 (2-$300, 4-$600)
Case # 14-04 V

Property Report

Report Date: 1/23/2014

PROPERTY ADDRESS: 10824 Cottonwood St PIN: 243124110041

Work Order #54946 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		10/9/13	BUCHANAN, PAUL	Junk and debris at side of, in front of garage. Expired tabs on vehicle at driveway.
CITATION ISSUED		10/10/13	BUCHANAN, PAUL	J/D. Expired tabs.
CITATION REINSPECT	10/18/13	10/28/13	BUCHANAN, PAUL	Non-Compliant
CITATION FEE APPLIED		10/28/13	BUCHANAN, PAUL	$300 x 2
CITATION ISSUED		10/28/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT	11/5/13	11/8/13	BUCHANAN, PAUL	Non-compliant
CITATION FEE APPLIED		11/8/13	BUCHANAN, PAUL	$600X2
CITATION ISSUED		11/8/13	BUCHANAN, PAUL	For non-compliance
CITATION REINSPECT	11/17/13	11/19/13	BUCHANAN, PAUL	compliant
CITATION FEE APPLIED		11/21/13	MITLYNG, ADAM	2x $600 for compliance of 2x $1200 citations
COMMUNICATE W OWNEF	1/9/14	1/9/14	DEGRANDE, KRISTIN	Owner Patricia Woodard 763- called re:pending assessments. She cleaned up items - why is she fined? I explained there were 3 rounds of citations with no action. There was death in family. Husband unemployed. Will submit appeal.

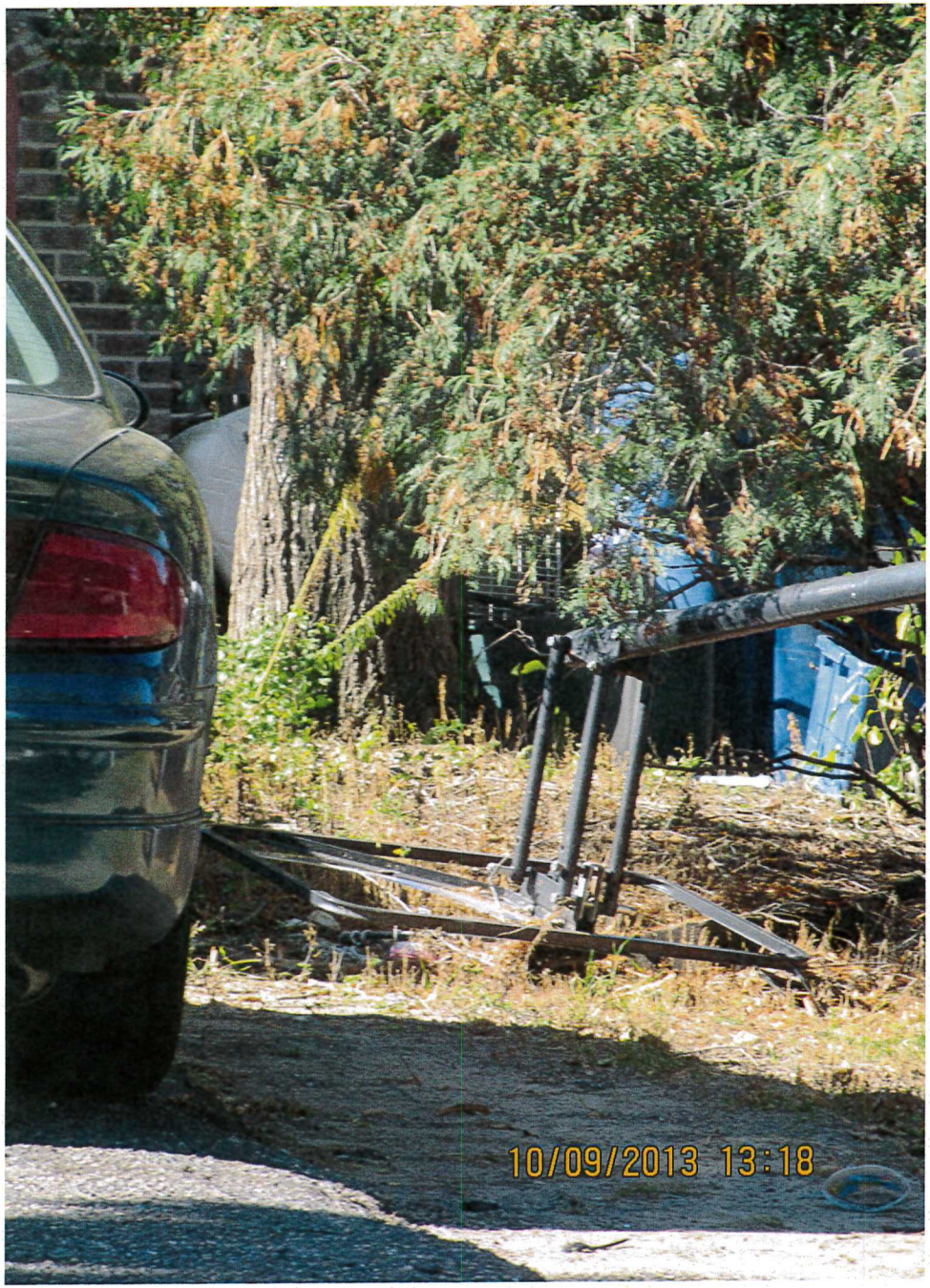
Report Date: 1/22/2014

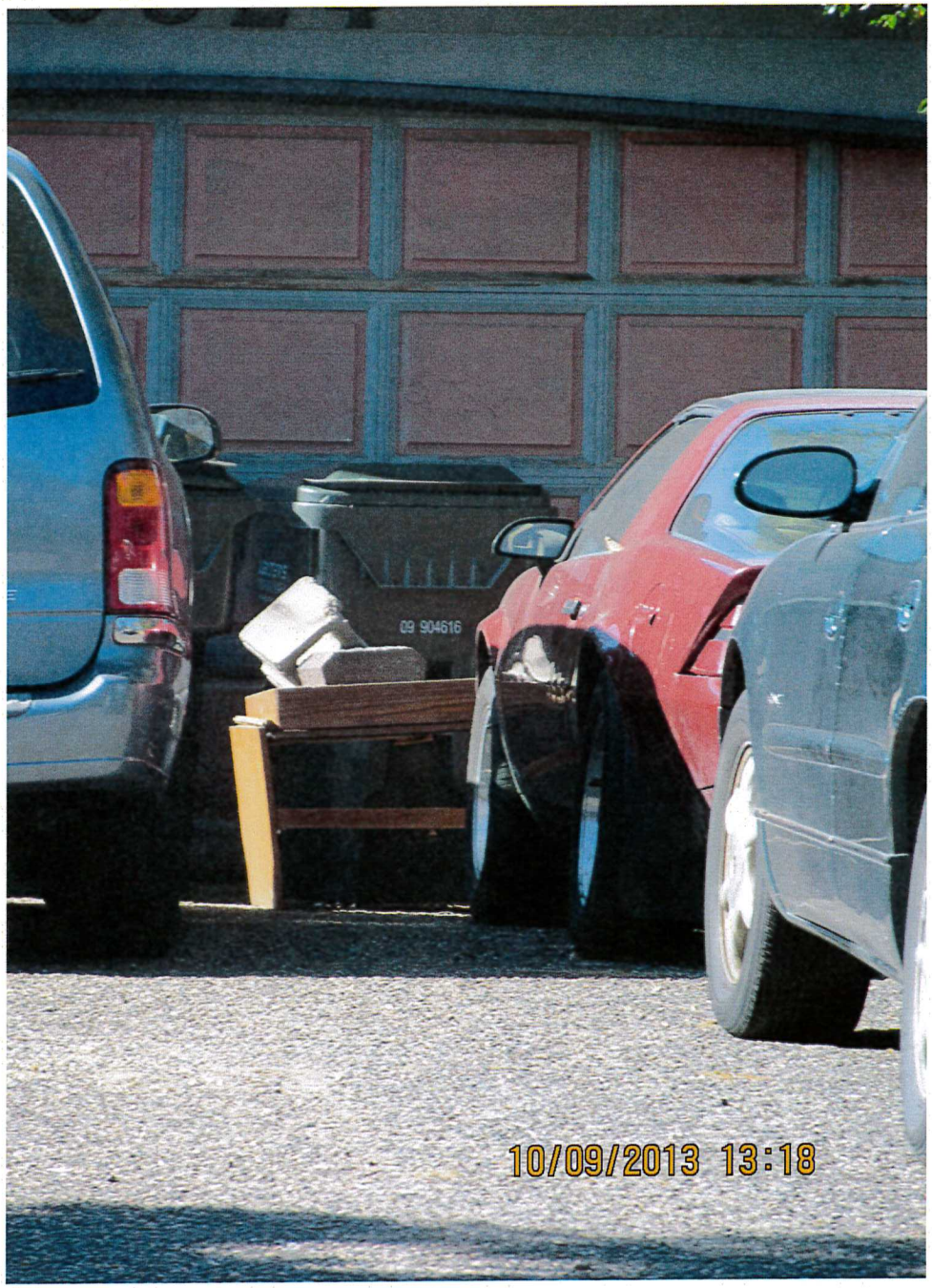
PROPERTY ADDRESS: 10824 Cottonwood St PIN: 243124110041

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23520**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	**10/9/13**	300	BUCHANAN, PAUL	Along side of, in front of garage, mattress, building materials, junk and debris. Remove from exterior storage and/or dispose of properly.	WOODARD PATRICIA A Issued 10-10-2013 10824 COTTONWOOD ST NW COON RAPIDS, MN 55448
11-601.5 Junk Vehicles on Residential Property.	**10/9/13**	300	BUCHANAN, PAUL	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	
8-109 Building Materials, Junk and Debris.	**10/28/13**	600	BUCHANAN, PAUL	Along side of and in front of garage; mattress, building materials, indoor furniture, miscellaneous junk and debris. Remove from exterior storage and/or dispose of properly.	WOODARD PATRICIA A Issued 10-28-2013 10824 COTTONWOOD ST NW COON RAPIDS, MN 55448
11-601.5 Junk Vehicles on Residential Property.	**10/28/13**	600	BUCHANAN, PAUL	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	
11-601.5 Junk Vehicles on Residential Property.	**11/8/13**	1200	BUCHANAN, PAUL	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	WOODARD PATRICIA A Issued 11-8-2013 10824 COTTONWOOD ST NW COON RAPIDS, MN 55448-
8-109 Building Materials, Junk and Debris.	**11/8/13**	1200	BUCHANAN, PAUL	Along side of and in front of garage; mattress, building materials, indoor furniture, miscellaneous junk and debris. Remove from exterior storage and/or dispose of properly.	WOODARD PATRICIA A Issued 11-8-2013 10824 COTTONWOOD ST NW COON RAPIDS, MN 55448

End of Report for 10824 Cottonwood St


10/09/2013 13:18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10/09/2013 13:19

Minnesota.com
544 KHD
10,000 lakes
10/09/2013 13:19

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 54946-23520

OPEN IMMEDIATELY

WOODARD PATRICIA A
10824 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issued 10-10-2013

Property Address: **10824 Cottonwood St**
COON RAPIDS, MN

PIN: 243124110041

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/9/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/18/2013	Along side of, in front of garage, mattress, building materials, junk and debris. Remove from exterior storage and/or dispose of properly.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300
10/18/2013	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

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If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

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Continued on next page

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Paul Buchanan
Code Enforcement
763-767-6533

544 KHD
10/28/2013 09:53

10/28/2013 09:54

10/28/2013 09:54

10/28/2013 09:54

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 54946-23599

OPEN IMMEDIATELY

WOODARD PATRICIA A
10824 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issued 10-28-2013

Property Address: **10824 Cottonwood St**
COON RAPIDS, MN

PIN: 243124110041

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/28/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
11/05/2013	Along side of and in front of garage; mattress, building materials, indoor furniture, miscellaneous junk and debris. Remove from exterior storage and/or dispose of properly.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600
11/05/2013	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

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Continued on next page

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Paul Buchanan
Code Enforcement
763-767-6533

11/08/2013 11:08

544 KHD
11/08/2013 11:09

44 KHU
11/08/2013 11:08

11/08/2013 11:08

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 54946-23642

OPEN IMMEDIATELY

WOODARD PATRICIA A
10824 COTTONWOOD ST NW
COON RAPIDS, MN 55448-

Issued 11-8-2013

Property Address: **10824 Cottonwood St**
COON RAPIDS, MN

PIN: 243124110041

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 11/8/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
11/17/2013	Red coupe at driveway with expired tabs. MN License plate 544 KHD. Update and display current registration or remove vehicle from exterior storage.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

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Continued on next page

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Paul Buchanan
Code Enforcement
763-767-6533

11/08/2013 11:09

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 54946-23643

OPEN IMMEDIATELY

WOODARD PATRICIA A
10824 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issued 11-8-2013

Property Address: **10824 Cottonwood St**
COON RAPIDS, MN

PIN: 243124110041

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 11/8/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
11/17/2013	Along side of and in front of garage; mattress, building materials, indoor furniture, miscellaneous junk and debris. Remove from exterior storage and/or dispose of properly.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

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Continued on next page

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Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **5.**

Meeting Date: 02/06/2014

Subject: Case 14-05V, Special Assessment Objection, Sarah and Michoma Moenga, 2841 113th Lane NW, 16-31-24-24-0012

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $600 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $600 is for two administrative citations ($300 each) for not having garbage service at a residential property.

During a long grass inspection in August 2013, a City inspector noted bags of garbage in the backyard of this rental property. On October 1, 2013, a City inspector went out to the property and suspected the tenants were still without service, so an e-mail was sent to every approved hauler in Coon Rapids asking for verification of service. Each of the haulers responded they did not have a contract to provide service at this property, so an administrative citation ($300) was sent to the rental property owner (Brooklyn Park address) on October 2, 2013, with a compliance date of October 9, 2013.

On October 17, 2013, a City inspector contacted each of the haulers and found there was still no contract for garbage service at this property so a second administrative citation ($600) was sent to the rental property owner on October 18, 2013, with a compliance date of October 28, 2013. The City inspector confirmed the tenants had obtained garbage service for this property on October 31, 2013, so only one half of the $600 citation amount ($300) was charged. City code states that when a second or subsequent citation is issued for the same violation within 180 days, if the property comes into compliance, half of the violation amount is charged.

ACTION REQUESTED

In Case 14-05V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $600 special assessment in its entirety.

Attachments

Supporting Documents

Received 1/21/14
3:30 pm

Case # 14-05 V

COON RAPIDS
Minnesota

CITY OF COON RAPIDS
ASSESSMENT APPEAL FORM

Complete the following information (PLEASE PRINT):

YOUR NAME: Sarah Moenga

ADDRESS OF PROPERTY BEING ASSESSED: 2841 113th Ln NW
~~1087~~ Coonrapids, MN 55433

PROPERTY IDENTIFICATION NUMBER: Pin# ~~09-31-24-33-0043~~ Pin# 16-31-24-24-0013

YOUR HOME ADDRESS (if different than above): 10876 Jersey Circle N.
Brooklynpark MN 55445

HOME PHONE: _____ CELL PHONE: 763-[illegible]

AMOUNT OF ASSESSMENT: $600.00

WHAT IS BEING ASSESSED (I.E. LONG GRASS CITATION, ABATEMENT OF ITEMS IN THE YARD, EXPIRED RENTAL LICENSE, PARKING OFF PAVEMENT CITATION)?:
No waste Company

REASON FOR APPEAL:
After the notice of no waste company to pickup garbage the Tenants signed up with Ace solid waste inc. So this has been taken care of. ~~may~~
We are requesting/appealing that this assessment citation of $600.00 be waived since this property has garbage Company in place as per the notice they had received.
Thanks, Sarah Moenga.

Signature: [illegible]

ACTION BY THE BOARD:

OUTCOME OF MOTION: _____

FAX # 763 767 6476 to Assessment department

Tafa Hoo and Awovi Kondor
2841 113th Ln, NW
Coonrapids, Mn 55433

1-19-14

Received
City of
Coon Rapids
JAN 21 2014
Inspection
Department

10 am

Citation N°
#16-31-24-24-0012

We are writing this letter to apeal the decitation agansit the property located on 2841 113th Ln NW coonrapids for not having a waste company pick up garbage on the property, the same day we recived decitation. We contacted the Ace garbage company before the deadline we were given by the city of coon rapids. The next day we called the number on the decitation. We spoke to a lady and her all the imformation. The Lady said every thing is going To be allright. Then a couple months later we recived a letter that the decitation is still standing.
We would like the deitation to be Dissmissed.

Thankyou for your understanding

[illegible]

Search email New Reply Delete Archive Junk Sweep Move to Categories

ACE SOLD WASTE, INC

Folders

Inbox 3690

Junk 21

Drafts 1

Sent

Deleted 32

schools stuffs

New folder

Quick views

Documents 14

Family news from Africa

Flagged

husband

personals

Photos 5

schools

Shipping updates

shopings

work

New category

Jessica Rahn (jessica@acesolidwaste.c Actions

To: che or@hotmail.com

To whom it may concern,

The customer who lives at 2841 113 Ln. Nw in Coon Rapids started service with us on October 24th, 2013.

Jessica
customer service
ACE Solid Waste, Inc.
763-427-3110

Find rate.

Even if

AdChoices

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Report Date: 1/22/2014

PROPERTY ADDRESS: 2841 113TH LN PIN: 163124240012

Work Order #54097 Weeds / Long Grass CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		8/2/13	GAZELKA, MIKE	Citation posted at property. Weeds in landscaping in backyard 12-36", bags of garbage.
INFORMATION SENT		8/2/13	MEVISSEN, KARI	Courtesy letter sent.
CITATION REINSPECT	8/12/13	8/12/13	CAMERER, CALVIN	Grass has been cut.
COMPLIANCE		8/12/13	HINTZE, CINDY	

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To

Files attached to this work order:
\WorkOrder\54097\54097.pdf

Report Date: 1/22/2014

PROPERTY ADDRESS: 2841 113TH LN

PIN: 163124240012

Work Order #54943 — Miscellaneous Housing Issues — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
UTILITY DISCONNECT		10/9/13	BUCHANAN, PAUL	Gas off at property. Posted for Water Shut off.
COMMUNICATE W OWNEF		10/9/13	HINTZE, CINDY	Owner left vmail stating they live there; don't shut off water. Very heavy accent made it hard to understand name. 763-: Says he will call back in the morning.
COMMUNICATE W OWNEF		10/10/13	HINTZE, CINDY	Spoke with tenant (he called back, not owner, he rents since last December). Asked him to get the gas service reconnected and call me back with the date gas will be back on. OK No rental license; forwarding info to MP for follow up.
INFORMATION		10/25/13	HINTZE, CINDY	No longer on disconnection list.
COMMUNICATE W OWNEF	10/29/13	10/29/13	DEGRANDE, KRISTIN	Tenant Paffa(?) 763-: ` called. Gas is back on, garbage service has started. I told him water will stay on, everything ok. He said he is the tenant, he does not own property.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To

Work Order #55162 — Vacant Monitor — OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		10/29/13	GAZELKA, MIKE	vacant/occupied?? Gas & elec on. Posted for water shut off.
INFORMATION		11/4/13	HINTZE, CINDY	Requested Public Works to close the curbstop.
CLOSE [illegible]	[illegible]		KELLY, CA[illegible]	
INFORMATION		11/5/13	HINTZE, CINDY	Rick Bednar, Utility Supervisor, called to say his crew at at the house now and there are people living there. Told him to keep the water on.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To

Report Date: 1/22/2014

PROPERTY ADDRESS: 2841 113th Ln PIN: 163124240012

Work Order #54898 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		10/1/13	BUCHANAN, PAUL	No garbage service at property
CITATION ISSUED		10/2/13	BUCHANAN, PAUL	Required garbage service
CITATION REINSPECT	10/9/13	10/18/13	BUCHANAN, PAUL	PER AM, trash providers do not serve property.
CITATION FEE APPLIED		10/18/13	BUCHANAN, PAUL	$300
CITATION ISSUED	10/18/13	10/18/13	BUCHANAN, PAUL	For non-compliance. Copies sent to owners and occupant.
CITATION REINSPECT		10/31/13	BUCHANAN, PAUL	Compliant.
COMPLIANCE		11/1/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNEF	1/10/14	1/10/14	DEGRANDE, KRISTIN	Awovie Kundah 763- called re: pending assessments. She is very upset she is getting fined when she got garbage service after receiving letter. I tried explaining she had been sent 2 citations. She believes this is discrimination. Will appeal.
COMMUNICATE W OWNEF	1/14/14	1/14/14	DEGRANDE, KRISTIN	Steffo 763- called for clarification about assessments and how to appeal. Questions were answered. Claims they are renting from friends, not family.
COMMUNICATE W OWNEF	1/21/14	1/21/14	DEGRANDE, KRISTIN	Renters submitted an appeal. I called Steffo to clarify the owners need to submit an appeal. He will try to get a hold of them before tonight's deadline. Not a licensed rental property so have no contact info-no phone# at Utility Billing Dept either.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code # 23491	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-204 Collection Service Required.	10/1/13	300	BUCHANAN, PAUL	Collection service required at property.	MICHOMA DOUGLAS MOENGA Issued 10-2-2013 10876 JERSEY CIR N BROOKLYN PARK, MN 55445
8-204(2) Collection Service Required	10/18/13	600	BUCHANAN, PAUL	Collection service required at property	MICHOMA DOUGLAS MOENGA Issued 10-18-2013 10876 JERSEY CIR N BROOKLYN PARK, MN 55445

Adam Mitlyng - RE: Residential service

From: CSTwinCities <CSTwinCities@republicservices.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/1/2013 12:39 PM
Subject: RE: Residential service

Neither are ours.

Korrin L
Customer Service Representative
Republic Services – Eden Prairie
952.941.5174
www.republicservices.com

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Tuesday, October 01, 2013 12:31 PM
To: Ace Solid Waste; Lepage; CSTwinCities; Walter's Recycling & Refuse, Inc; Waste Management of MN, Inc
Subject: Residential service

Good Afternoon

I would like to verify if the following addresses have current service in Coon Rapids;

2841 113th LN NW

46 106th Ave NW

Thank you and have a great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

Adam Mitlyng - RE: Residential service

From: "Kitty Maveus" <lepage@lepageandsons.com>
To: "'Adam Mitlyng'" <amitlyng@coonrapidsmn.gov>
Date: 10/1/2013 1:09 PM
Subject: RE: Residential service

See below

Kitty Maveus
Controller
LePage & Sons
763-757-7100
lepage@lepageandson.com
Fax:763-772-0633

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Tuesday, October 01, 2013 12:31 PM
To: Ace Solid Waste; Lepage; Allied Waste Services; Walter's Recycling & Refuse, Inc; Waste Management of MN, Inc
Subject: Residential service

Good Afternoon

I would like to verify if the following addresses have current service in Coon Rapids;

2841 113th LN NW---Not ours

46 106th Ave NW---starting with us this week

Thank you and have a great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

Adam Mitlyng - RE: Residential service

From: Service <service@waltersrecycling.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/1/2013 1:50 PM
Subject: RE: Residential service

2841 113th LN NW In Collections service stopped

46 106th Ave NW – In Collections service stopped

Sincerely,

Monique Cornell
Walter's Recycling & Refuse, Inc.
Direct: 763-210-5027
Fax: 763-780-5620

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Tuesday, October 01, 2013 12:31 PM
To: Ace Solid Waste; Lepage; Allied Waste Services; Service; Waste Management of MN, Inc
Subject: Residential service

Good Afternoon

I would like to verify if the following addresses have current service in Coon Rapids;

2841 113th LN NW

46 106th Ave NW

Thank you and have a great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

This email has been scanned by the Securence Email Security System on behalf of Netrix IT. If this email is SPAM please report it by clicking Submit Spam

Adam Mitlyng - Re: Residential service

From: <WMEservice@wm.com>
To: <amitlyng@coonrapidsmn.gov>
Date: 10/1/2013 2:14 PM
Subject: Re: Residential service

Hello,
Neither of the addresses listed below has service with Waste Management.

Please let me know if you need any further assistance.

Arica Coleman, WME Service

Tel 888 960-0008

Fax 866 877-3790

wmeservice@wm.com

Waste Management

W132 N10487 Grant Dr

Germantown, WI 53022

Facebook I Twitter

The mercury from one fluorescent bulb can pollute 6,000 gallons of water beyond safe levels for drinking. Recycle your fluorescent lamps using Waste Management's Lamp Tracker Program.

On 10/1/2013 12:32 PM, Adam Mitlyng wrote:

> Good Afternoon
>
> I would like to verify if the following addresses have current service in Coon Rapids;
>
> 2841 113th LN NW
>
> 46 106th Ave NW
>
> Thank you and have a great day
>
> Adam Mitlyng
>
> Code Enforcement Technician
>
> City of Coon Rapids

Recycling is a good thing. Please recycle any printed emails.

Adam Mitlyng - Re: Residential service

From: Jessica Rahn <jessica@acesolidwaste.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/2/2013 8:51 AM
Subject: Re: Residential service

We do not have active service at either address.

Jessica
customer service

On Tue, Oct 1, 2013 at 12:31 PM, Adam Mitlyng <amitlyng@coonrapidsmn.gov> wrote:

> Good Afternoon
> I would like to verify if the following addresses have current service in Coon Rapids;
> 2841 113th LN NW
> 46 106th Ave NW
> Thank you and have a great day
> Adam Mitlyng
> Code Enforcement Technician
> City of Coon Rapids

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 54898-23491

OPEN IMMEDIATELY

MICHOMA DOUGLAS MOENGA
10876 JERSEY CIR N
BROOKLYN PARK, MN 55445

Issued 10-2-2013

Property Address: **2841 113th Ln**
COON RAPIDS, MN

PIN: 163124240012

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/1/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/09/2013	Collection service required at property.	8-204 Collection Service Required. -- Every residential household and multi-family complex must engage a licensed hauler for garbage and recyclables.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

Adam Mitlyng - RE: residential service

From: Service <service@waltersrecycling.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/17/2013 9:33 AM
Subject: RE: residential service

2841 113th ln nw – No Service with Walters

1660 108th ln nw – Has service picks up on Wednesday's

10929 osage st nw – Going to collections

Sincerely,

Monique Cornell
Walter's Recycling & Refuse, Inc.
Direct: 763-210-5027
Fax: 763-780-5620

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Thursday, October 17, 2013 9:29 AM
To: Ace Solid Waste; Lepage; Allied Waste Services; Service; Waste Management of MN, Inc
Subject: residential service

Good morning,

I would like to verify if the following addresses have current service in the City of Coon Rapids;

2841 113th ln nw

1660 108th ln nw

10929 osage st nw

Thanks and have great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

This email has been scanned by the Securence Email Security System on behalf of Netrix IT. If this email is SPAM please report it by clicking Submit Spam

Adam Mitlyng - RE: residential service

From: CSTwinCities <CSTwinCities@republicservices.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/17/2013 9:51 AM
Subject: RE: residential service

None of them are ours.

Korrin L
Customer Service Representative
Republic Services – Eden Prairie
952.941.5174
www.republicservices.com

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Thursday, October 17, 2013 9:29 AM
To: Ace Solid Waste; Lepage; CSTwinCities; Walter's Recycling & Refuse, Inc; Waste Management of MN, Inc
Subject: residential service

Good morning,

I would like to verify if the following addresses have current service in the City of Coon Rapids;

2841 113th ln nw

1660 108th ln nw

10929 osage st nw

Thanks and have great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

Adam Mitlyng - Re: residential service

From: Jessica Rahn <jessica@acesolidwaste.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/17/2013 10:21 AM
Subject: Re: residential service

We do not have any of those address. Thanks!

Jessica
customer service

On Thu, Oct 17, 2013 at 9:29 AM, Adam Mitlyng <amitlyng@coonrapidsmn.gov> wrote:

> Good morning,
> I would like to verify if the following addresses have current service in the City of Coon Rapids;
> 2841 113th ln nw
> 1660 108th ln nw
> 10929 osage st nw
> Thanks and have great day
> Adam Mitlyng
> Code Enforcement Technician
> City of Coon Rapids

Adam Mitlyng - Re: residential service

From: <WMEservice@wm.com>
To: <amitlyng@coonrapidsmn.gov>
Date: 10/17/2013 10:36 AM
Subject: Re: residential service

Hello,
We do not service any of the addresses listed below.

Please let me know if you need additional assistance.

Thank you for using WMEservice!

Arica Coleman, WME Service

Tel 888 960-0008

Fax 866 877-3790

wmeservice@wm.com

Waste Management

W132 N10487 Grant Dr

Germantown, WI 53022

Facebook I Twitter

The mercury from one fluorescent bulb can pollute 6,000 gallons of water beyond safe levels for drinking. Recycle your fluorescent lamps using Waste Management's Lamp Tracker Program.

On 10/17/2013 9:29 AM, Adam Mitlyng wrote:

> Good morning,
>
> I would like to verify if the following addresses have current service in the City of Coon Rapids;
>
> 2841 113th ln nw
>
> 1660 108th ln nw
>
> 10929 osage st nw
>
> Thanks and have great day

Adam Mitlyng - RE: residential service

From: "Kitty Maveus" <lepage@lepageandsons.com>
To: "'Adam Mitlyng'" <amitlyng@coonrapidsmn.gov>
Date: 10/17/2013 1:45 PM
Subject: RE: residential service

Not with us

Kitty Maveus
Controller
LePage & Sons
763-757-7100
lepage@lepageandson.com
Fax:763-772-0633

From: Adam Mitlyng [amitlyng@coonrapidsmn.gov]
Sent: Thursday, October 17, 2013 9:29 AM
To: Ace Solid Waste; Lepage; Allied Waste Services; Walter's Recycling & Refuse, Inc; Waste Management of MN, Inc
Subject: residential service

Good morning,

I would like to verify if the following addresses have current service in the City of Coon Rapids;

2841 113th ln nw

1660 108th ln nw

10929 osage st nw

Thanks and have great day

Adam Mitlyng
Code Enforcement Technician
City of Coon Rapids

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 54898-23593

OPEN IMMEDIATELY

MICHOMA DOUGLAS MOENGA
10876 JERSEY CIR N
BROOKLYN PARK, MN 55445

Issued 10-18-2013

Property Address: **2841 113th Ln**
COON RAPIDS, MN

PIN: 163124240012

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/18/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/28/2013	Collection service required at property	8-204(2) Collection Service Required -- Every business must engage a licensed hauler for collection of solid waste and materials required by law to be recycled.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

Adam Mitlyng - Re: Residential service

From: Jessica Rahn <jessica@acesolidwaste.com>
To: Adam Mitlyng <amitlyng@coonrapidsmn.gov>
Date: 10/31/2013 3:06 PM
Subject: Re: Residential service

We just started service at 113 LN but we do not have service on Osage. Thanks!

Jessica
customer service

On Thu, Oct 31, 2013 at 12:46 PM, Adam Mitlyng <amitlyng@coonrapidsmn.gov> wrote:

> Good Afternoon
> I would like to verify if the following addresses have current service in the city of Coon Rapids;
> 2841 113th ln NW
> 10929 Osage St NW
> Thanks and have a great day
> Adam Mitlyng
> Code Enforcement Technician
> City of Coon Rapids

Board of Adjustment and Appeals - Regular Session **6.**

Meeting Date: 02/06/2014

Subject: Case 14-06V, Special Assessment Objection, Sarah and Michoma Moenga, 11845 Jonquil Street NW, 09-31-24-33-0043

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $150 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $150 is a penalty for receiving two or more long grass citations within the same calendar year.

A City inspector went out to this rental property on June 12, 2013, to investigate long grass and/or weeds between 8" and 16" tall. The property was posted with a long grass citation and a courtesy letter was sent to the owner of record (Brooklyn Park address) with a compliance date of June 19, 2013. Upon re-inspection on June 20, 2013, the grass had been mowed and the property was in compliance. The $300 citation was not charged.

A City inspector went back out to this rental property on August 2, 2103, to investigate long grass and/or weeds up to 30" tall. The property was posted with a long grass citation and a courtesy letter was sent to the owner of record (Brooklyn Park address) with a compliance date of August 9, 2013. Upon re-inspection on August 12, 2013, the grass had been mowed and the property was in compliance but the $150 penalty was charged as a result of having two long grass citations issued within the same calendar year.

ACTION REQUESTED

In Case 14-06V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $150 special assessment in its entirety.

Attachments

Supporting Documents

Received 1/9/14
3:30pm

Case #14-06V

COON RAPIDS
Minnesota

CITY OF COON RAPIDS
ASSESSMENT APPEAL FORM

Complete the following information (PLEASE PRINT):

YOUR NAME: Sarah Moenga

ADDRESS OF PROPERTY BEING ASSESSED: 11845 Jonquil St NW
Coon rapids MN 55433

PROPERTY IDENTIFICATION NUMBER: pin# 09-31-24-33-0043

YOUR HOME ADDRESS (if different than above): 10876 Jersey Circle N.
Brooklyn park MN 55445

HOME PHONE: _____ CELL PHONE: 763-[illegible]

AMOUNT OF ASSESSMENT: $150.00

WHAT IS BEING ASSESSED (I.E. LONG GRASS CITATION, ABATEMENT OF ITEMS IN THE YARD, EXPIRED RENTAL LICENSE, PARKING OFF PAVEMENT CITATION)?:
Mowing/weed

REASON FOR APPEAL:
This had delayed to be mowed because the lawnmower was broken. Tenants are section 8 and did not have money to buy another. We had travelled and when we came back we got them a new lawnmower and the grass and weeds were cleared.
Please waive this citation fees of $150.00.
Thanks - Sarah Moenga

Signature: [illegible]

ACTION BY THE BOARD:

OUTCOME OF MOTION: _____

Property Report

Report Date: 1/22/2014

PROPERTY ADDRESS: 11845 JONQUIL ST PIN: 093124330043

Work Order #28825 Rental Renewal OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
License issued		4/16/09	POSCH, MICHELLE	ISSUED LICENSE
License Renewal Due		3/23/11		
Information		6/21/10	HINTZE, CINDY	Posted twice in 2009 for long grass. Posted twice in 2010 for long grass.
Citation Issued		2/14/11	POSCH, MICHELLE	$300 CITATION - COMPLIANCE 04/30/2011
CITATION REINSPECT		5/17/11	POSCH, MICHELLE	NO RESPONSE NO CERTIFICATE ASSESS $300 AND ISSUE CITATION FOR #600.
Next Inspection Due		3/23/11		
Information Sent		2/15/11	DRABCZAK, LEYA	renewal sent 170.00
Fee Paid		3/23/11	POSCH, MICHELLE	pd $170 CK NO 3784 REFUND OF $70 SECTION 8 CLIENT PASSED HRA INSP 11/02/2010
License issued		3/23/11	POSCH, MICHELLE	
License Renewal Due		1/25/12		
Next Inspection Due	4/1/14			
ASSESSMENT		5/17/11	POSCH, MICHELLE	ASSESSED $300 FOR NO CRIME FREE TRAINING.
CITATION ISSUED		5/17/11	POSCH, MICHELLE	$600 NO CRIME FREE TRAINING COMPLIANCE 06/20/2011
CRIME FREE TRAINING		5/19/11	POSCH, MICHELLE	CMOPLETED BY SARA MOENGA 04/05/2011 - OTHER PROPERTY 2841 113TH LN (claims it is relative homestead)
COMPLIANCE		5/19/11	POSCH, MICHELLE	COMPLETED TRAINING 04/05/2011
COMMUNICATE W OWNEF		7/26/11	DEGRANDE, KRISTIN	Owner Michoma Douglas 763- called regarding pending assessments. It seems as though we may be able to remove the Crime Free citation administratively - that they had completed the class prior to compliance date. Check with Michelle.
COMMUNICATE W OWNEF		8/15/11	DEGRANDE, KRISTIN	I called Michoma (property owner) back. We will remove one of his pending assessments for completing the crime free class. He must submit an appeal in writing if he wants to appeal the other mowing assessments.
INFORMATION SENT		1/24/12	DRABCZAK, LEYA	renewal sent 100.00
FEE PAID		1/25/12	POSCH, MICHELLE	PD $100 VISA - NO CHANGES TO OWNER INFO
LICENSE ISSUED		1/25/12	POSCH, MICHELLE	
LICENSE RENEWAL DUE		2/26/13		
INFORMATION SENT		2/14/13	DRABCZAK, LEYA	renewal sent 100.00
FEE PAID		2/26/13	POSCH, MICHELLE	PD $100 CK NO 5620
LICENSE ISSUED		2/26/13	POSCH, MICHELLE	
LICENSE RENEWAL DUE	4/1/14			
EDUCATIONAL MATERIAL		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.

Report Date: 1/22/2014

PROPERTY ADDRESS: 11845 JONQUIL ST PIN: 093124330043

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
# 20666 8-502 & 8-503 Noxious Weeds and Growing Grass.	**6/5/12**	300.00	GAZELKA, MIKE	6/12/12 Grass in yard 8"-9"+ tall and along driveway 8"-16"+ tall.	

Files attached to this work order:
\WorkOrder\48467\11845 JONQUIL ST 06052012.pdf

Work Order #52879 — Weeds / Long Grass — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		6/12/13	GAZELKA, MIKE	Citation posted at property. Grass and weeds 8-16"
INFORMATION SENT		6/12/13	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	6/20/13	6/20/13	GAZELKA, MIKE	Grass has been cut.
COMPLIANCE		6/20/13	MEVISSEN, KARI	

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
# 22615 8-502 & 8-503 Noxious Weeds and Growing Grass.	**6/12/13**	300	GAZELKA, MIKE		

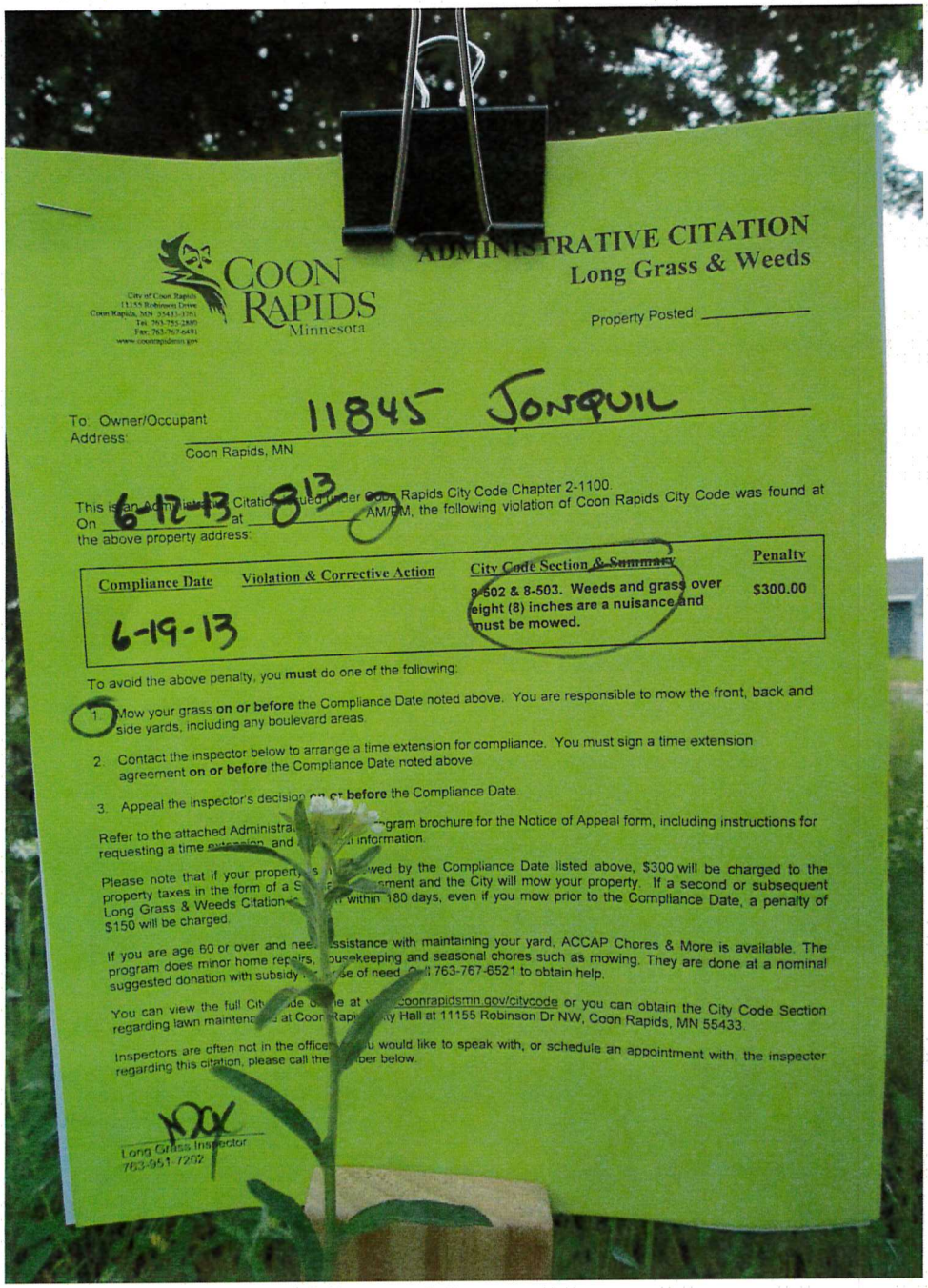
Files attached to this work order:
\WorkOrder\52879\grass notice_008.pdf

Work Order #54096 — Weeds / Long Grass — CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		8/2/13	GAZELKA, MIKE	Citation posted at property. Weeds in landscaping 12-30", around playground equip grass 8-20", weeds going in brush pile 12-24", bushes growing along garage, remove brush pile. Previously posted 6/12/13. MINIMUM $150 FEE APPLIES.
INFORMATION SENT		8/2/13	MEVISSEN, KARI	Courtesy letter sent.
CITATION REINSPECT	8/12/13	8/12/13	CAMERER, CALVIN	Grass has been cut.
COMPLIANCE		8/12/13	HINTZE, CINDY	
CITATION FEE APPLIED		8/12/13	HINTZE, CINDY	150

Files attached to this work order:
\WorkOrder\54096\54096.pdf

Work Order #54332 — Yard And Lot Issues — CLOSED



COON RAPIDS
Minnesota

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3391
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

To: Owner/Occupant
Address: 11845 Jonquil
Coon Rapids, MN

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100.
On 6-12-13 at 8:13 AM/PM, the following violation of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	City Code Section & Summary	Penalty
6-19-13		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	$300.00

To avoid the above penalty, you **must** do one of the following:

1. Mow your grass **on or before** the Compliance Date noted above. You are responsible to mow the front, back and side yards, including any boulevard areas.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached Administrative Citation program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Please note that if your property is not mowed by the Compliance Date listed above, $300 will be charged to the property taxes in the form of a Special Assessment and the City will mow your property. If a second or subsequent Long Grass & Weeds Citation is issued within 180 days, even if you mow prior to the Compliance Date, a penalty of $150 will be charged.

If you are age 60 or over and need assistance with maintaining your yard, ACCAP Chores & More is available. The program does minor home repairs, housekeeping and seasonal chores such as mowing. They are done at a nominal suggested donation with subsidy in case of need. Call 763-767-6521 to obtain help.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section regarding lawn maintenance at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Long Grass Inspector
763-951-7202

COON RAPIDS
Minnesota

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

To: Owner/Occupant
Address: 11845 Jonquil
Coon Rapids, MN

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100.
On 6-12-13 at 8:13 AM/PM, the following violation of Coon Rapids City Code was found at the above property address:

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Long Grass Inspector
763-951-7202

11845

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

June 12, 2013

MOENGA MICHOMA
10876 JERSEY CIR N
BROOKLYN PARK, MN 55445

Address:	**11845 JONQUIL ST** COON RAPIDS, MN 55433
Administrative Citation:	**#52879**
PIN:	093124330043

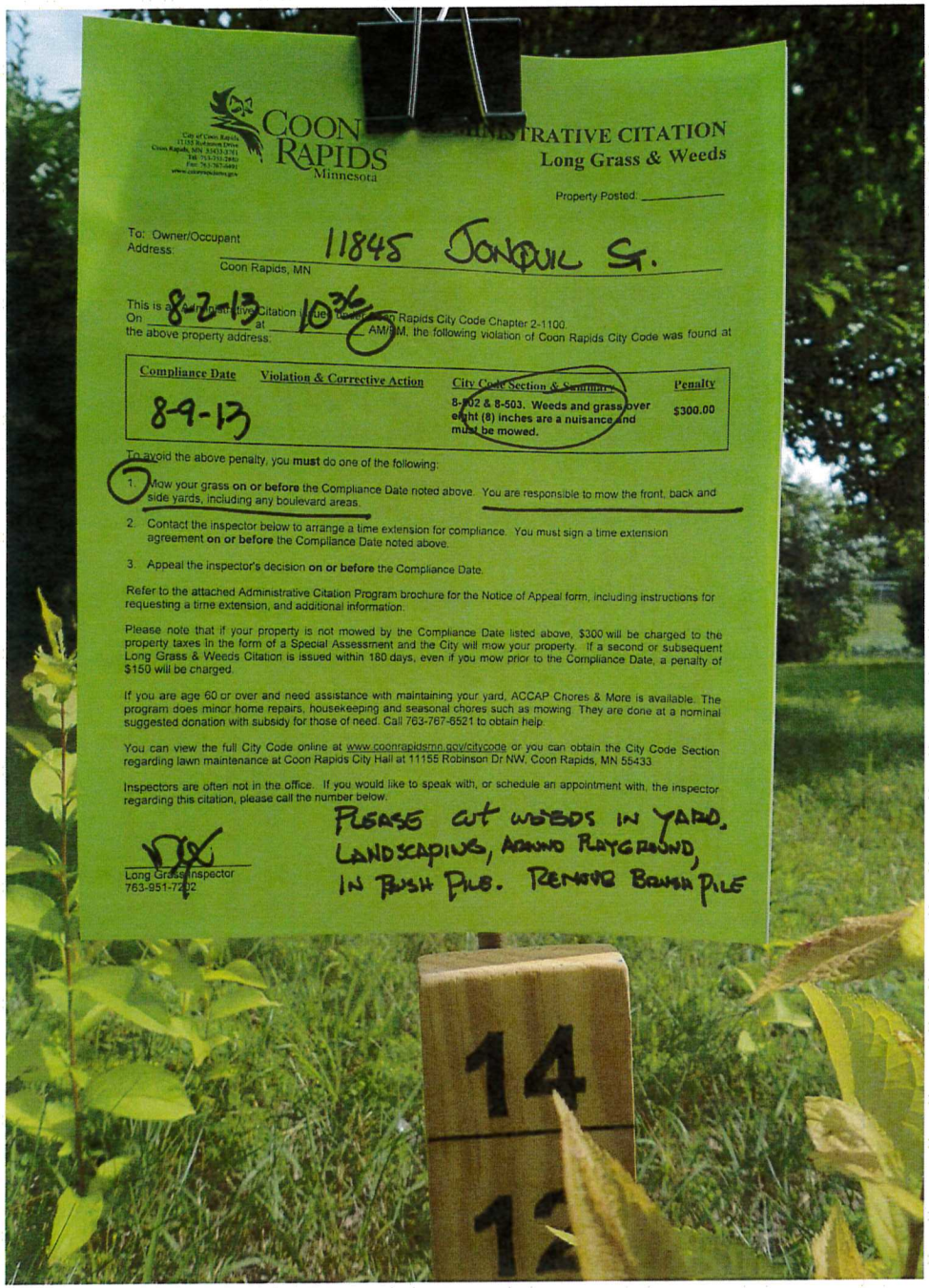
Your property in Coon Rapids was recently posted with an Administrative Citation for long grass. In the City of Coon Rapids, grass and/or weeds cannot be taller than 8" in height. Anoka County Property Records identifies you as the taxpayer/property owner of 11845 JONQUIL ST, and for this reason, this letter is being sent to you to ensure you are aware of the long grass citation at your property.

If your property is mowed by 06/19/2013, the $300 penalty will not be charged. If you have received more than one Administrative Citation for long grass this season, you will be charged a minimum of $150, even if the property is mowed before the compliance date.

For more information, please refer to the citation posted at your property or call 763-951-7202.

Long Grass Inspector
763-951-7202

20041231
RENTAL
28825



COON RAPIDS
Minnesota

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-767-6500
Fax: 763-767-6491
www.coonrapidsmn.gov

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

To: Owner/Occupant
Address: 11845 Jonquil St.
Coon Rapids, MN

This is a Administrative Citation issued under Coon Rapids City Code Chapter 2-1100.
On 8-2-13 at 10:36 AM/PM, the following violation of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	City Code Section & Summary	Penalty
8-9-13		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	$300.00

To avoid the above penalty, you **must** do one of the following:

1. Mow your grass **on or before** the Compliance Date noted above. You are responsible to mow the front, back and side yards, including any boulevard areas.
2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.
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Refer to the attached Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Please note that if your property is not mowed by the Compliance Date listed above, $300 will be charged to the property taxes in the form of a Special Assessment and the City will mow your property. If a second or subsequent Long Grass & Weeds Citation is issued within 180 days, even if you mow prior to the Compliance Date, a penalty of $150 will be charged.

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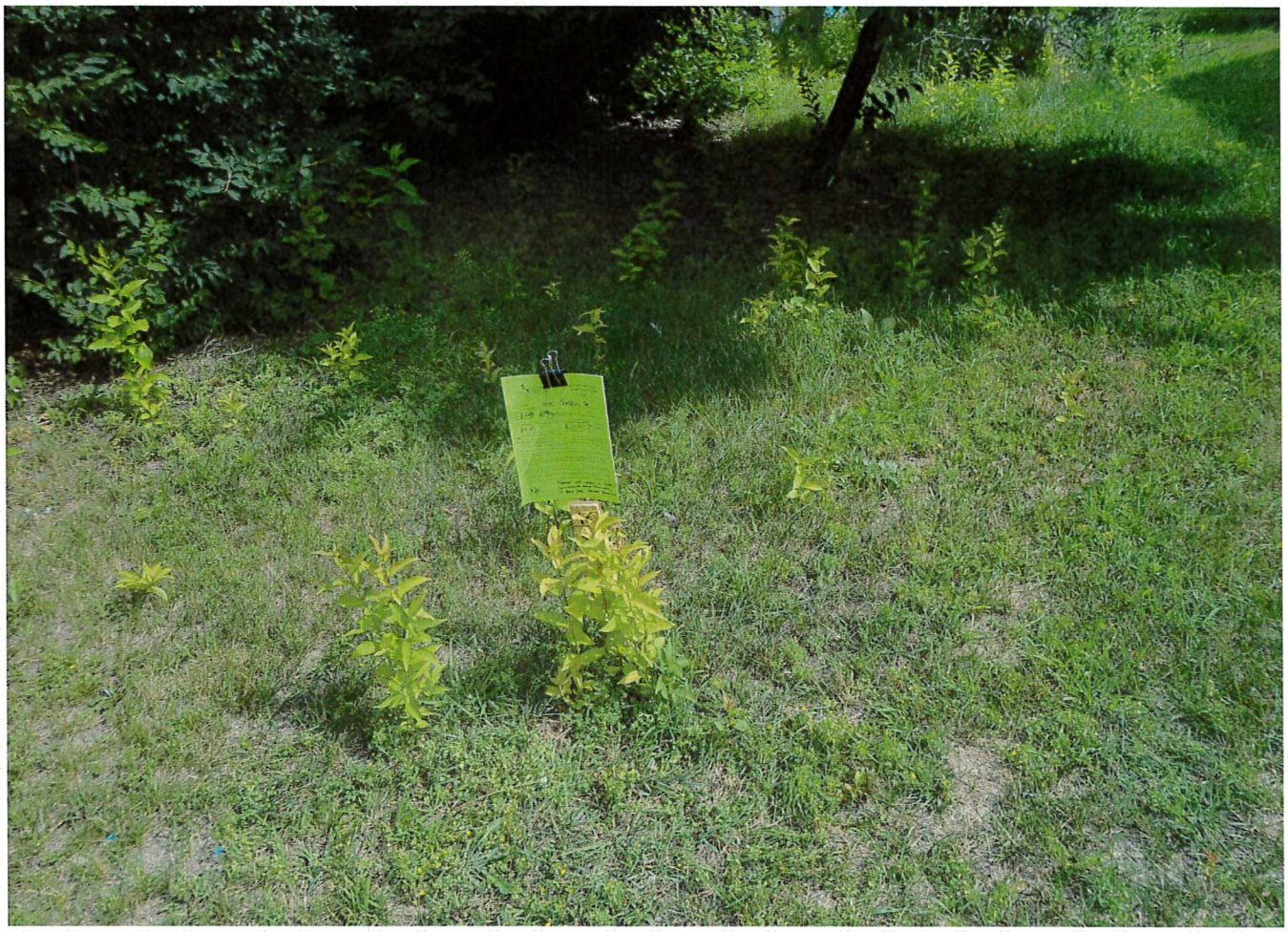
Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

PLEASE CUT WEEDS IN YARD, LANDSCAPING, AROUND PLAYGROUND, IN BUSH PILE. REMOVE BRUSH PILE

Long Grass Inspector
763-951-7202



14
12
10
8

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted: _____

er/Occupant 11845 JONQUIL ST.

Coon Rapids, MN

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PLEASE CUT WEEDS IN YARD, LANDSCAPING, AROUND PLAYGROUND, IN BRUSH PILE. REMOVE BRUSH PILE

ng Grass Inspector
3-951-7202

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

August 02, 2013

MOENGA MICHOMA
10876 JERSEY CIR N
BROOKLYN PARK, MN 55445

Address:	**11845 JONQUIL ST** COON RAPIDS, MN 55433
Administrative Citation:	**#54096**
PIN:	093124330043

Your property in Coon Rapids was recently posted with an Administrative Citation for long grass. In the City of Coon Rapids, grass and/or weeds cannot be taller than 8" in height. Anoka County Property Records identifies you as the taxpayer/property owner of 11845 JONQUIL ST, and for this reason, this letter is being sent to you to ensure you are aware of the long grass citation at your property.

If your property is mowed by 08/09/2013, the $300 penalty will not be charged. If you have received more than one Administrative Citation for long grass this season, you will be charged a minimum of $150, even if the property is mowed before the compliance date.

For more information, please refer to the citation posted at your property or call 763-951-7202.

Long Grass Inspector
763-951-7202

20041231

Board of Adjustment and Appeals - Regular Session **7.**

Meeting Date: 02/06/2014

Subject: Case 14-07V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10475 Xeon Street NW, 23-31-24-42-0003

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $300 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $300 is for an administrative citation for exterior storage.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On August 14, 2013, City inspectors visited the vacant lot at 10475 Xeon Street NW and found exterior storage in violation of City code. The items identified included fallen tree debris/branches and a exposed bucket buried in the ground. An administrative citation ($300) was issued on August 19, 2013 and sent to the property owner, park manager and resident. The compliance date was set for August 26, 2013. Upon re-inspection on October 3, 2013, the tree branch had been removed, but the bucket remained so the $300 citation fee was charged.

Still not in compliance, a second ($600) citation was issued on October 4, 2013 with a compliance date of October 11, 2013. A 30 day time extension request was submitted on October 7, 2013, an agreement was signed, and the compliance date was extended until November 11, 2013. The re-inspection took place on November 19, 2013 and the property was found compliant. Being this was the second citation issued for the same violation, half of the $600 citation amount ($300) was charged in addition to the first $300 citation, but it was not eligible for appeal because of the time extension agreement signed.

The property owner's written objection states that the debrison the site was not their responsibility. However, the property owner has the ability to control activities and conditions within the manufactured home park through its rental agreements and park rules and, therefore, is ultimately responsible for the condition of the property.

ACTION REQUESTED

In Case 14-07V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $300 special assessment in its entirety.

Attachments

#14-07V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a $300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
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www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
- Windows are not broken or missing
- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required.
After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

Case # 14-07V

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.

Case # 14-08V

2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.

Case # 14-09V

3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

Case #14-10V

4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

Case#14-11V

5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

Case#14-12V

6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.1

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some $9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

---

1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
10311 Wintergreen / work order # 68199323
10315 Xeon / work order # 68199325
10345 Xeon / work order # 68200381
10445 Xeon / work order # 68200383
10489 Xeon / work order # 68200386
1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
1111 104th Ave. / work order # 68200574
1168 101st Ave. / work order # 68200575

suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Property Report

Report Date: 1/28/2014

PROPERTY ADDRESS: 10475 XEON ST PIN: 233124420003

Work Order #54362 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		8/14/13	MITLYNG, ADAM	
CITATION ISSUED		8/19/13	MITLYNG, ADAM	junk and debris
CITATION REINSPECT	8/27/13	10/2/13	MITLYNG, ADAM	Non-compliant. Bucket exposed
CITATION FEE APPLIED		10/3/13	BUCHANAN, PAUL	$300.
CITATION ISSUED		10/3/13	BUCHANAN, PAUL	For non-compliance on initial order
TIME EXTENSION		10/18/13	MITLYNG, ADAM	30 day ext 11-11-2013
CITATION REINSPECT	10/11/13	11/19/13	BUCHANAN, PAUL	compliant
CITATION FEE APPLIED		11/19/13	MITLYNG, ADAM	$300 for half of $600 citation
COMMUNICATE W OWNEF	1/9/14	1/9/14	DEGRANDE, KRISTIN	Paul from Creekside called about pending assessment. He claims a time extension for was submitted for 1st citation. I spoke with Adam - never received time extension. Property is now compliant.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23268**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	8/14/13	300	MITLYNG, ADAM	Remove tree debris, cover open bucket in the lot	550 ASSOC Issue Date: 8-19-2013 4175 Lovell RD#114 Circle Pines, MN 55014
8-109 Building Materials, Junk and Debris.	10/2/13	600	BUCHANAN, PAUL	Cover open bucket imbedded in lot.	550 ASSOC TWO Issued 10-4-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014

Files attached to this work order:

\WorkOrder\54362\20131018101315012.pdf
\WorkOrder\54362\20131028081128446.pdf

CREEKSIDE INSPECTION SUMMARY
vacant lot
Xeon St
ADDRESS: 16475
INSPECTED BY:
DATE OF INSPECTION: 8/14/13
PASS
FAIL
ITEMS INSPECTED/RESULTS
HOUSE NUMBERS
ACCESSORY STRUCTURES
SKIRTING
08/14/2013 11:04

POLICE
08/14/2013 11:05

08/14/2013 11:04

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 54362-23268

OPEN IMMEDIATELY
550 ASSOC
4175 Lovell RD#114
Circle Pines, MN 55014

Issue Date: 8-19-2013

Property Address: **10475 XEON ST**
COON RAPIDS, MN

PIN: 233124420003

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/14/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
08/26/2013	Remove tree debris, cover open bucket in the lot	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitlyng
Code Enforcement
763-767-6470

10/02/2013 12:59

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 54362-23495

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 10-4-2013

Property Address: **10475 XEON ST**
COON RAPIDS, MN

PIN: 233124420003

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/2/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/11/2013	Cover open bucket imbedded in lot.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

Thomas F. DeVincke, Esq.
612.455.6649
Tom.devinke@mgmllp.com

October 7, 2013

SENT VIA FACSIMILE

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates
Citation No.: 54362-23495

Dear Coon Rapids, Department of Inspections:

I represent Creekside Estates, and I write to request a thirty (30) day extension to address the attached citation. I wish to note that some of the cited violations (such as failure to install compliant stairs) are the responsibility of the owner of the home and not Creekside Estates. My client is working with its residents to address these citations, and many of citations that were issued to park residents have already been addressed. I thank you in advance for your consideration in this matter. Please feel fee to call should you have any questions or concerns.

Sincerely,

Thomas F. DeVincke

TFD/jlm
Enclosure

cc: client

157610.9

Re: Location: 10475 Xeon St
Administrative Citation Number: 54362-23495
Offense Date: 10-02-2013

AGREEMENT of the parties pursuant to 2-1105(2)
Dated: 10-18-2013

This is an agreement by and between the City of Coon Rapids ("City") and the below-named person(s) ("Petitioner"), pursuant to Coon Rapids City Code Section 2-1105(2), regarding the above-referenced Citation. Recitals:

1. Petitioner affirms he or she is a person with a property interest in the property involved. Petitioner further verified no other person or entity has a superior right in the property subject to this Citation.

2. The below-named City Official may extend the Compliance Date established in the above-referenced Administrative Citation upon determination that a reasonable plan for remedying the violation exists. The plan must be agreed to in writing by the owner of the property for an extension to be granted. A copy of the plan must be attached to this Agreement.

3. Based on the agreement of the parties, the counts of the citation herein are conceded by Petitioner in their entirety.

4. Petitioner agrees to place the property in compliance with the Citation, as may have been modified, by __11-11-2013____.

5. If compliance with City Code(s) is not achieved by the Compliance Date in Section 4. above, the Petitioner agrees to pay an administrative fine of _$600_____ by __11-12-2013_____. This administrative fine is in addition to additional costs, if any, noted below.

Notice to Petitioner: By signing this document, you waive your right to further appeal. You must remedy the above deficiency or deficiencies, and pay any agreed fines, within the time periods specified above. Unpaid fines, or uncorrected violations, are subject to the original Citation fine(s), plus costs of abatement, which amounts, if not paid, may be subject to penalty, and collected and/or levied against the property under Coon Rapids City Code Section 2-1107.

CREEKSIDE ESTATES
1100 EGRET BLVD.
COON RAPIDS, MN 55433

Adam Mitlyng
City Official

Paul Schwartz
Petitioner

Board of Adjustment and Appeals - Regular Session **8.**

Meeting Date: 02/06/2014

Subject: Case 14-08V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10255 Xeon Street NW, 23-31-24-43-0004

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $300 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $300 is for an administrative citation concerning a secondary egress required for the home.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On June 25, 2013, City inspectors visited 10255 Xeon Street NW and found several City code violations, including a non-operational secondary egress. An administrative citation ($300 for each violation) was issued on June 28, 2013, and sent to the property owner, park manager and resident. The compliance date was set for July 5, 2013. Upon re-inspection on August 30, 2013, compliance had been met for some of the violations, but the secondary egress was still non-operational so that $300 citation penalty was charged. Additionally, a new violation for exterior storage was identified.

Still not in compliance, a second ($600) citation was issued for the non-operational egress on September 5, 2013, with a compliance date of date of September 13, 2013. A separate $300 citation was issued on that same day for the new exterior storage violation. Upon re-inspection on October 23, 2013, the property was found to be compliant and no further fines were assessed despite this being a second citation for the same violation where half of the $600 citation amount ($300) should have been charged for the secondary egress violation.

The property owner's written objection states that the violation on the site concerned a manufactured home and was not their responsibility. However, the property owner has the ability to control activity and conditions within the manufactured home park through its rental agreements and park rules and, therefore, is ultimately responsible for the condition of the property.

ACTION REQUESTED

In Case 14-08V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $300 special assessment in its entirety.

Attachments

Supporting Documents

#14-08V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a $300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
- Windows are not broken or missing
- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required.
After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

Case # 14-07V

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.

Case #14-08V

2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.

Case #14-09V

3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

Case #14-10V

5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

Case#14-11V

6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.1

Case #14-12V

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some $9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

---

1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
10311 Wintergreen / work order # 68199323
10315 Xeon / work order # 68199325
10345 Xeon / work order # 68200381
10445 Xeon / work order # 68200383
10489 Xeon / work order # 68200386
1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
1111 104th Ave. / work order # 68200574
1168 101st Ave. / work order # 68200575

suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Property Report

Report Date: 1/28/2014

PROPERTY ADDRESS: 10255 XEON ST PIN: 233124430004

Work Order #53198 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/25/13	MITLYNG, ADAM	
CITATION ISSUED		6/28/13	MITLYNG, ADAM	exterior maintenance
CITATION REINSPECT	7/8/13	8/30/13	BUCHANAN, PAUL	Non-compliant. Tape still present at rear egress. Add junk and debris for washing machine by rear egress.
CITATION FEE APPLIED		9/5/13	BUCHANAN, PAUL	$300 for rear egress
CITATION ISSUED		9/5/13	BUCHANAN, PAUL	For non-compliance and new orders
CITATION REINSPECT	9/13/13	10/23/13	BUCHANAN, PAUL	Compliant
COMPLIANCE		10/25/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNEF	1/9/14	1/9/14	DEGRANDE, KRISTIN	Paul from Creekside 7 7 called about pending assessment. He claims a time extension for was submitted and came into compliance before then. I spoke with Adam - never received time extension. Property is now compliant.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code # 22867	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
11-307.6 Violations.	**6/25/13** 7/5/13 compliance date	300	MITLYNG, ADAM	Secure skirting around home	550 Assoc Two Issued Date: 6-28-2013 4175 Lovell Rd #114 Circle Pines, MN 55014
12-306(1) Foundations, Exterior Walls, Roofs.	**6/25/13** 7/5/13 compliance date	300	MITLYNG, ADAM	Secure siding panels on back side of home	
12-306(3) Windows, Doors and Screens.	**6/25/13** 7/5/13 compliance date	300	MITLYNG, ADAM	Secondary egress required for home, remove tape on rear door to make operable	
12-306(3) Windows, Doors and Screens.	**8/30/13** 9/13/13 compliance date	600	BUCHANAN, PAUL	Secondary egress required for home. Remove tape on rear door to make operable.	550 ASSOC TWO Issued 9-5-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014
8-109 Building Materials, Junk and Debris.	**8/30/13** 9/13/13 compliance date	300	BUCHANAN, PAUL	Remove from exterior storage or dispose of washing machine at exterior near rear egress.	

06/25/2013 10:11

06/25/2013 10:12

06/25/2013 10:11

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53198-22867

OPEN IMMEDIATELY
550 Assoc Two
4175 Lovell Rd #114
Circle Pines, MN 55014

Issued Date: 6-28-2013

Property Address: **10255 XEON ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/25/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/05/2013	Secure skirting around home	11-307.6 Violations. -- Violations of this Title will be processed pursuant to Chapter 2-1100.	$300
07/05/2013	Secure siding panels on back side of home	12-306(1) Foundations, Exterior Walls, Roofs. -- Shall be kept in sound condition and good repair free from deterioration. Exterior walls must be protected by decay resistant material or covering, no more than 25% chipped and peeling paint, of a consistent color and free of graffiti.	$300
07/05/2013	Secondary egress required for home, remove tape on rear door to make operable	12-306(3) Windows, Doors and Screens. -- Shall be kept in good repair and water tight. Rental units shall be supplied with screens and openable windows less than six feet from grade equipped with approved locks. Window replacement and installation requires a building permit.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

Continued on next page

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitlyng
Code Enforcement
763-767-6470

8/30/2013 8:42 AM

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 53198-23374

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-5-2013

Property Address: **10255 XEON ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/13/2013	Secondary egress required for home. Remove tape on rear door to make operable.	12-306(3) Windows, Doors and Screens. -- Shall be kept in good repair and water tight. Rental units shall be supplied with screens and openable windows less than six feet from grade equipped with approved locks. Window replacement and installation requires a building permit.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

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Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53198-23375

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-5-2013

Property Address: **10255 XEON ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/13/2013	Remove from exterior storage or dispose of washing machine at exterior near rear egress.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **9.**

Meeting Date: 02/06/2014

Subject: Case 14-09V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10460 Vale Street NW, 23-31-24-42-0003

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $258 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $258 is a fee for securing a vacant property.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On September 26, 2013, the unit at 10460 Vale Street NW was posted as uninhabitable due to no electricity. An uninhabitable posting states that no one may live in that unit until the hazardous conditions are remedied. On October 3, 2013, the park manager contacted the City to report a broken window at this vacant unit and that he would board the window later that day. On October 23, 2013, City inspectors noticed the vacant, uninhabitable unit to be open and as a matter of City policy, a police officer swept the unit to make sure no one was inside. During that inspection, a cat was found and given to a neighbor, excessive interior storage was identified and a toilet was found to be overflowing. The Fire Department immediately disconnected the gas service, the park manager shut off the water to the unit, and the City's contractor secured the front door with a hasp lock. Given the new findings of the interior conditions, correction orders were then sent to the Creekside Estates owners, the park manager and the resident.

The property owner's written objection states that on-site park management secured the property and the citation should be withdrawn. However, the structure was later found to be open to tresspass and secured by the City at that time according to its policies.

ACTION REQUESTED

In Case 14-09V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $258 special assessment in its entirety.

Attachments

Supporting Documents

#14-09V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a $300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
- Windows are not broken or missing
- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required.
After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

Case # 14-07V

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.

Case # 14-08 V

2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.

Case # 14-09V

3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

Case #14-10V

4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

Case#14-11V

5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

Case#14-12V

6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.1

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some $9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

---

1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
10311 Wintergreen / work order # 68199323
10315 Xeon / work order # 68199325
10345 Xeon / work order # 68200381
10445 Xeon / work order # 68200383
10489 Xeon / work order # 68200386
1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
1111 104th Ave. / work order # 68200574
1168 101st Ave. / work order # 68200575

suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Report Date: 1/22/2014

PROPERTY ADDRESS: 10460 vale st PIN: 233124420003

Work Order #54913 Vacant Hazardous Conditions OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
NOT HABITABLE		9/26/13	DRABCZAK, LEYA	Trailer. property posted due to no elec service. ld called connexus(jolene) as tampering suspected, lock has been cut off meter generator being used for electric
INFORMATION		10/2/13	DRABCZAK, LEYA	adam spoke suspected drug activity and people in the unit after allowed posted times.
POLICE CONTACT		10/2/13	DRABCZAK, LEYA	police on site with ld tenant states that friends of his mother were in the house and left when pd arrived due to warrants.
INSPECTION 1		10/2/13	DRABCZAK, LEYA	jolene at connexus states that there is a history of tampering with electric meters with the owner of this unit.
NOT HABITABLE		10/2/13	DRABCZAK, LEYA	property posted as never/never for the times allowed. tenant a admitted to being in dwelling beyond posted hours and had friends with warrants and using drugs at this unit. ld warned to stop both practices.
SECURE PROPERTY		10/3/13	DRABCZAK, LEYA	Paul from creekside called and will be boarding the window on the trailer today .
SECURE PROPERTY		10/22/13	DRABCZAK, LEYA	DWELLING OPEN, CAT LEFT INSIDE. DWELLING UNINHABITABLE DUE TO UNSANITARY LIVING CONDITIONS EXCESSIVE STORAGE AND OVERFLOWING TOILET. CRFD DISCONNECTED GAS SERVICE. MGMT SHUT OFF WATER
INFORMATION SENT		10/23/13	DRABCZAK, LEYA	CORRECTION ORDERS SENT TO OWNER AND PARK OWNERS AND PAUL SCHWARTZ. SECURE LETTER SENT TO OWNER.
INFORMATION SENT		10/23/13	DRABCZAK, LEYA	COPIES OF ALL LETTERS SENT TO OWNER OF RECORD
ASSESSMENT		10/30/13	DRABCZAK, LEYA	flos invoice # 1038
INFORMATION		10/30/13	DRABCZAK, LEYA	electric repair needed on meter due to tampering.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	#	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To

Files attached to this work order:

\WorkOrder\54913\10460 VALE ST 10222013.docx
\WorkOrder\54913\10460 vale st compliance letter.docx
\WorkOrder\54913\10460 vale st 10222013.pdf
\WorkOrder\54913\10460 vale st crpd 10262013.pdf

End of Report for 10460 vale st

10/22/2013 2:26 PM

10/22/2013 2:26 PM

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

10/22/2013

RYAN AURORA
10460 VALE ST NW
COON RAPIDS, MN 55433

Re: 10460 VALE ST

To Whom It May Concern:

During a recent inspection of vacant properties in the City of Coon Rapids, our inspectors noted that the above property was unsecured.

In an effort to reduce property damage and crime, our city has the policy of securing these properties immediately. If required, a lock set or hasp and padlock is used to secure the property. You may contact our office for a set of keys.

Any fees incurred will be charged back to the property in the form of a special assessment.

Please contact me with any questions, I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Inspector
City of Coon Rapids
763-767-6420
LDrabczak@coonrapidsmn.gov

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

10/23/2013

RYAN AURORA
10460 VALE ST NW
COON RAPIDS, MN 55433

RE: LIVING CONDITIONS AT ABOVE PROPERTY

We received a call regarding a cat being inside the above property. Animals may not reside in dwellings that are posted uninhabitable. Upon arrival, the front door of the unit was open and could not be locked. During our securing process the following items were noted and added to the conditions of the uninhabitable status of the dwelling. All items must be corrected before the unit can be occupied by an person(s) or animals.

1. The current condition of the unit is not clean and sanitary. City Code Section 12-306.
2. The flooring in the unit is rotting and in poor condition in various parts of the dwelling and must be repaired to the requirements of the Minnesota State Building Code. City Code Section 12-306 (5) A Building Permit is required please contact the Building Inspections Department at 763-767-6476 with any permit questions.
3. All floors must be cleared of excessive storage.
4. All floors must be of a clean and sanitary condition.
5. All doors and windows must have a three foot clear area to meet egress requirements.
6. The toilet was over flowing when we arrived. City staff shut of the valve and requested water shut off from park management to avoid more damage.
7. Toilet must be repaired due to leaking.
8. Smoke detectors and carbon monoxide detectors must be installed per Minnesota State Building Code.
9. Gas and electric service must be restored before the water service can be reinstated.
10. Electric meter must be repaired as it was damaged due to tampering.
11. Front window is broken and boarded it must be repaired or replaced.
12. Due to numerous complaints of occupancy this property has been added to our police roll call system. We need to ensure that no one is residing in the dwelling while it is posted uninhabitable.

Our primary concern is for the safety of our citizens and first responders. Please contact me with any questions I will be happy to assist you.

Sincerely,
Leya Drabczak
Housing Official
763-767-6420

Cc: Paul Schwartz
550 Associates Two

flos remodeling

Invoice

9781 monroe st ne
blaine, MN 55434

Phone # 6127517117 fdmagadan@comcast.net
Fax # 7637833504

Date	Invoice #
10/22/2013	1038

Bill To
city coon rapids 11155 robinson dr coon rapids, mn 55433

P.O. No.	Terms	Project
58812		

Quantity	Description	Rate	Amount
	10460 Vale st. (trip fee)	50.00	50.00
	lock hasp front door	30.00	30.00
2	labor	55.00	110.00

leya

Total $190.00

Board of Adjustment and Appeals - Regular Session **10.**

Meeting Date: 02/06/2014

Subject: Case 14-10V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10253 Yellow Pine Street NW, 23-31-24-43-0004

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $300 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $300 is for an administrative citation for exterior storage.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On July 16, 2013, City inspectors visited the vacant lot at 10253 Yellow Pine Street NW and found exterior storage in violation of City code. The items identified included structure tie downs, electrical wires and an uncapped gas meter. An administrative citation ($300) was issued on July 18, 2013, to remove the tie downs and electrical wires and to cap the gas meter. The citation was sent to the property owner, park manager and resident. The compliance date was set for July 26, 2013. Upon re-inspection on September 6, 2013, the electrical wires had been removed but the tie downs were still on site and the gas meter was not capped, so the $300 citation fee was charged.

Still not in compliance, a second ($600) citation was issued on September 10, 2013 with a compliance date of September 20, 2013. The re-inspection took place on November 1, 2013, and the property was found to be compliant . No further fines were assessed despite this being a second citation for the same violation where half of the $600 citation amount ($300) should have been charged for the exterior storage.

Late in September 2013, a City inspector saw a Center Point representative working in the Creekside community and approached them. The Center Point representative explained they have begun installing metal plates in the gas meters instead of capping them from the outside for any meter on a vacant lot. This new method had not been shared previously with the City of Coon Rapids. Given this new information, there is a chance the meter on this site had been compliant earlier in the citation process. This information, however, does not affect the above penalties (the proposed assessed dollar amount) because other violations were cited in the same corrective action along with the uncapped gas meters.

The property owner's written objection states that the violations on the site were not their responsibility. However, the property owner has the ability to control activity and conditions within the manufactured home park through its rental agreements and park rules and, therefore, is ultimately responsible for the condition of the property.

ACTION REQUESTED

In Case 14-10V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $300 special assessment in its entirety.

Attachments

Supporting Documents

#1440V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a $300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
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www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
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- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required.
After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

Case #14-10V
10253 Yellow Pine St.
23-31-24-43-0004

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

Case #14-07V

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.

Case #14-08V

2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.

Case #14-09V

3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

Case #14-10V

4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

Case#14-11V

5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

Case#14-12V

6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.1

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some $9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

---

1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
10311 Wintergreen / work order # 68199323
10315 Xeon / work order # 68199325
10345 Xeon / work order # 68200381
10445 Xeon / work order # 68200383
10489 Xeon / work order # 68200386
1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
1111 104th Ave. / work order # 68200574
1168 101st Ave. / work order # 68200575

suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Property Report

Report Date: 1/28/2014

PROPERTY ADDRESS: 10253 YELLOW PINE ST PIN: 233124430004

Work Order #53647 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		7/16/13	MITLYNG, ADAM	Tie downs, electrical wires, gas meter not capped
CITATION ISSUED		7/18/13	MITLYNG, ADAM	maintenance
CITATION REINSPECT	7/26/13	9/6/13	BUCHANAN, PAUL	Non-Compliant. Tie downs present, Gas mater not capped.
CITATION FEE APPLIED		9/10/13	BUCHANAN, PAUL	$300
CITATION ISSUED		9/10/13	BUCHANAN, PAUL	For non-compliance on initial order
CITATION REINSPECT	9/20/13	11/1/13	BUCHANAN, PAUL	Gas meter ghost plated. Closing order
COMPLIANCE		11/1/13	BUCHANAN, PAUL	Closing order

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23047**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	7/16/13	300	MITLYNG, ADAM	Remove electrical wires, tie downs, cap gas line	550 Assoc Two Issue Date: 7-18-2013 4175 Lovell RD #114 Circle Pines, MN 55014
8-109 Building Materials, Junk and Debris.	9/6/13	600	BUCHANAN, PAUL	Remove tie downs. Gas line must be capped.	550 ASSOC TWO Issued 9-10-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014

End of Report for 10253 YELLOW PINE ST

07/16/2013 09:33

07/16/2013 09:33

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53647-23047

OPEN IMMEDIATELY
550 Assoc Two
4175 Lovell RD #114
Circle Pines, MN 55014

Issue Date: 7-18-2013

Property Address: **10253 YELLOW PINE ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 7/16/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/26/2013	Remove electrical wires, tie downs, cap gas line	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitlyng
Code Enforcement
763-767-6470

09/06/2013 12:10

09/06/2013 12:10

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 53647-23401

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-10-2013

Property Address: **10253 YELLOW PINE ST**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 9/6/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/20/2013	Remove tie downs. Gas line must be capped.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600

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Continued on next page

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Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **11.**

Meeting Date: 02/06/2014

Subject: Case 14-11V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10312 Wintergreen Street NW, 23-31-24-42-0003

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $300 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $300 is for an administrative citation for exterior storage.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On July 24, 2013, City inspectors visited the vacant lot at 10312 Wintergreen Street NW and found exterior storage in violation of City Code. The items identified included structure tie downs, loose wires and an uncapped gas line. An administrative citation ($300) was issued on July 29, 2013, to remove the tie downs and loose wires and to cap the gas line. The citation was sent to the property owner, park manager and resident. The compliance date was set for August 5, 2013. Upon re-inspection on September 13, 2013, there was no sign of the tie downs, but the loose wires were still on site and the gas line had not yet been capped, so the $300 citation fee was charged.

Still not in compliance, a second ($600) citation was issued on September 20, 2013, with a compliance date of September 27, 2013. The property owner submitted a 30 day time extension request which was granted and an agreement was signed for a new compliance date of October 27, 2013. The re-inspection took place on November 1, 2013, at which time the property was found to be compliant and no further fines were assessed despite this being a second citation for the same violation where half of the $600 citation penalty ($300) should have been charged.

Late in September 2013, a City inspector saw a Center Point representative working in the Creekside community and approached them. The Center Point representative explained they have begun installing metal plates in the gas meters instead of capping them from the outside for any meter on a vacant lot. This new method had not been shared previously with the City of Coon Rapids. Given this new information, there is a chance the meter on this site had been compliant earlier in the citation process. This information, however, does not affect the above penalties (the proposed assessed dollar amount) because other violations were cited in the same corrective action along with the uncapped gas meters.

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ACTION REQUESTED

In Case 14-11V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $300 special assessment in its entirety.

Attachments

Supporting Documents

#14-11V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
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www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

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In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

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Coon Rapids, MN 55433-3761
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COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

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Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

Case #14-11 V
10312 Wintergreen St.
23-31-24-42-0003

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

Dear Ms. DeGrande:

I write on behalf of Creekside Estates to object to each citation attached hereto and referenced below. I have divided the citations into two categories: the six (6) citations that were enclosed by letter dated January 6, 2014 and the approximate fifty-four (54) citations that were enclosed by letters dated January 8, 2014.

I will address the smaller group of six citations first and in order:

Case #14-07V

1. PIN # 23-31-24-42-0003 / 10475 Xeon Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further, this is a vacant lot.

Case #14-08 V

2. PIN #23-31-24-43-0004 / 10255 Xeon Street – Egress Window: Creekside Estates hereby appeals this citation. This alleged code violation concerns a manufactured home not owned by Creekside Estates. Further, Creekside Estates could not remedy this alleged violation even if it wished too.

Case #14-09V

3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

4. PIN #23-31-24-43-0004 / 10253 Yellow Pine Street – Removal & Disposal Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of others. Further this is a vacant lot.

Case #14-10V

5. PIN #23-31-24-42-0003 / 10312 Wintergreen Street – Removal & Disposal: Creekside Estates hereby appeals this citation. This alleged code violation was not committed by Creekside Estates. Instead, any debris at this home site was contributed or was otherwise the responsibility of the individual(s) residing at this home site.

Case #14-11V

6. PIN #23-31-24-43-0004 / 10220 Xeon Street – Cap Gas Meter: Creekside Estates hereby appeals this citation. The gas meter is the property of Center Point Energy – not Creekside Estates. My understanding is that Creekside Estates could not remedy this alleged violation even if it wished too. Further, Creekside Estates did contact Center Point, and they remedied the situation in their normal course of conducting such repairs. There is nothing further we could have done.1

Case #14-12V

With respect to the fifty-four citations for which time extension agreements were allegedly signed, I have several comments. First, I have not had an opportunity to confirm that all 54 citations are the subject of these agreements, and I hereby request a copy of those agreements. Given the upcoming February 6th hearing date, I ask that I be provided with these extension agreements no later than 5:00 p.m. on February 3, 2014. Please let me know if there is any reason you cannot provide these agreements by that date and time. Second, I do not read those agreements to include a waiver of my right to appeal these citations to the district court. Further, many of these citations (by my count approximately thirty (30) such violations are alleged totaling some $9,000.00+ in penalties) again relate to alleged defects in manufactured homes themselves. I have attached a copy of the citation listings and I have highlighted the thirty (30) citations that appear to allege violations relating to the condition of manufactured homes that Creekside Estates does not own and cannot repair in the manner

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1 Center Point also performed repairs at:

10155 Wintergreen / work order # 68199315
10253 Yellowpine / work order # 68199319
10310 Wintergreen / work order # 68199321
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1103 101st Ave. / work order # 68200388
1104 101st Lane / work order # 68200571
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suggested. Creekside Estates does not own these structures, not does Creekside Estates have the ability to enter into these homes to complete the suggested repair or maintenance work.

At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Property Report

Report Date: 1/28/2014

PROPERTY ADDRESS: 10312 WINTERGREEN ST PIN: 233124420003

Work Order #53936 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		7/24/13	MITLYNG, ADAM	Loose wires, tie downs, gas line un-capped
CITATION ISSUED		7/29/13	MITLYNG, ADAM	vacant lot issues
CITATION REINSPECT	8/6/13	9/13/13	MITLYNG, ADAM	Non Compliant. Loose wires present. Gas line not capped
CITATION FEE APPLIED		9/18/13	BUCHANAN, PAUL	$300
CITATION ISSUED		9/20/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT	9/27/13	11/1/13	BUCHANAN, PAUL	Compliant
TIME EXTENSION		10/18/13	MITLYNG, ADAM	30 day ext 10-27-2013
COMPLIANCE		11/1/13	BUCHANAN, PAUL	Closing order

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

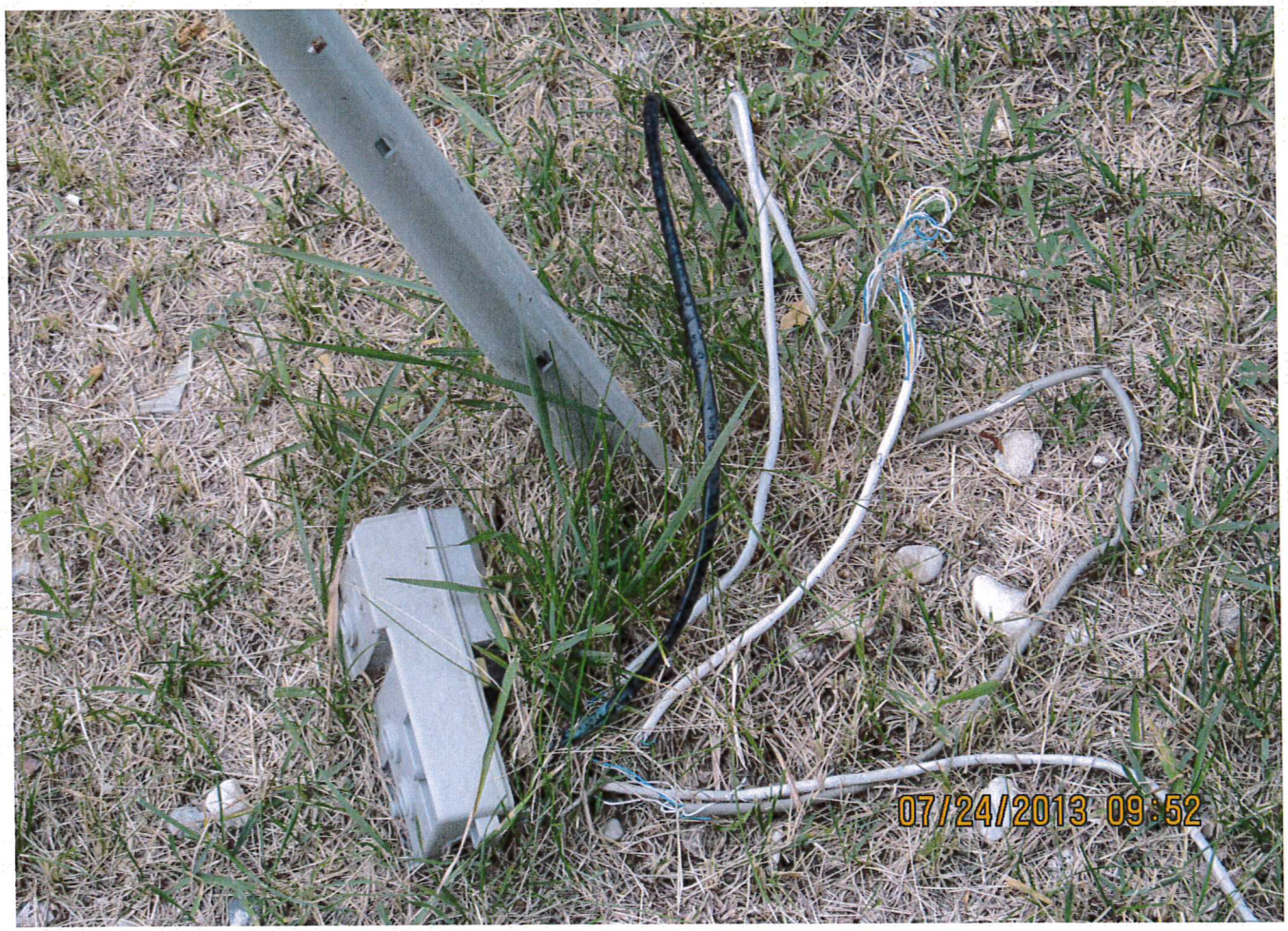
City Code **# 23134**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	7/24/13	300	MITLYNG, ADAM	remove loose wires, tie downs, from property, have gas line capped	550 Assoc Two Issue Date: 7-29-2013 4175 Lovell RD #114 Circle Pines, MN 55014
8-109 Building Materials, Junk and Debris.	9/13/13	600	BUCHANAN, PAUL	Remove loose wires. Cap gas line.	550 ASSOC TWO Issued 9-20-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014

Files attached to this work order:

\WorkOrder\53936\20131018101232687.pdf
\WorkOrder\53936\20131028081050647.pdf

End of Report for 10312 WINTERGREEN ST

07/24/2013 09:52


07/24/2013 09:52

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53936-23134

OPEN IMMEDIATELY
550 Assoc Two
4175 Lovell RD #114
Circle Pines, MN 55014

Issue Date: 7-29-2013

Property Address: **10312 WINTERGREEN ST**
COON RAPIDS, MN

PIN: 233124420003

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 7/24/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
08/05/2013	remove loose wires, tie downs, from property, have gas line capped	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Adam Mitlyng
Code Enforcement
763-767-6470

09/13/2013 11:31

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 53936-23440

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-20-2013

Property Address: **10312 WINTERGREEN ST**
COON RAPIDS, MN

PIN: 233124420003

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 9/13/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/27/2013	Remove loose wires. Cap gas line.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600

To avoid the above penalty/penalties, you **must** do one of the following:

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Continued on next page

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

MALKERSON GUNN MARTIN LLP

1900 U S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

Thomas F. DeVincke, Esq.
612.455.6649
Tom.devinke@mgmllp.com

October 3, 2013

SENT VIA FACSIMILE

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates
Citation No.: 53936-23440

Dear Coon Rapids, Department of Inspections:

I represent Creekside Estates, and I write to request a thirty (30) day extension to address the attached citation. I wish to note that some of the cited violations (such as failure to install compliant stairs) are the responsibility of the owner of the home and not Creekside Estates. My client is working with its residents to address these citations, and many of citations that were issued to park residents have already been addressed. I thank you in advance for your consideration in this matter. Please feel fee to call should you have any questions or concerns.

Sincerely,

Thomas F. DeVincke

TFD/jlm
Enclosure

cc: client

1576109

Re: Location: 10312 Wintergreen St
Administrative Citation Number: 53936-23440
Offense Date: 9-13-2013

AGREEMENT of the parties pursuant to 2-1105(2)
Dated: 10-18-2013

This is an agreement by and between the City of Coon Rapids ("City") and the below-named person(s) ("Petitioner"), pursuant to Coon Rapids City Code Section 2-1105(2), regarding the above-referenced Citation. Recitals:

1. Petitioner affirms he or she is a person with a property interest in the property involved. Petitioner further verified no other person or entity has a superior right in the property subject to this Citation.

2. The below-named City Official may extend the Compliance Date established in the above-referenced Administrative Citation upon determination that a reasonable plan for remedying the violation exists. The plan must be agreed to in writing by the owner of the property for an extension to be granted. A copy of the plan must be attached to this Agreement.

3. Based on the agreement of the parties, the counts of the citation herein are conceded by Petitioner in their entirety.

4. Petitioner agrees to place the property in compliance with the Citation, as may have been modified, by _10-27-2013___.

5. If compliance with City Code(s) is not achieved by the Compliance Date in Section 4. above, the Petitioner agrees to pay an administrative fine of __$600_____ by _10-28-2013_____. This administrative fine is in addition to additional costs, if any, noted below.

Notice to Petitioner: By signing this document, you waive your right to further appeal. You must remedy the above deficiency or deficiencies, and pay any agreed fines, within the time periods specified above. Unpaid fines, or uncorrected violations, are subject to the original Citation fine(s), plus costs of abatement, which amounts, if not paid, may be subject to penalty, and collected and/or levied against the property under Coon Rapids City Code Section 2-1107.

CREEKSIDE ESTATES
1100 EGRET BLVD.
COON RAPIDS, MN

Adam Mitlyng
City Official

Paul Schwartz
Petitioner

Board of Adjustment and Appeals - Regular Session **12.**

Meeting Date: 02/06/2014

Subject: Case 14-12V, Special Assessment Objection, Creekside Estates/Shannon Morris and Thomas F. DeVincke, 10220 Xeon Street NW, 23-31-24-43-0004

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $600 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $600 is for two administrative citations ($300, $300) for an uncapped gas meter.

In May 2013, City staff held a meeting with the owners and park manager of Creekside Estates before the City's multi-department compliance sweeps began in the Creekside community. Goals of this initiative were discussed in the meeting, along with a timeline, resources available for residents, and an explanation about City codes and the administrative citation process. The City's letter to the park owners about the enforcement effort, dated May 9, 2013, is attached. Also attached are copies of a letter dated May 15, 2013, sent to each resident informing them of items that would be considered during property inspections, and a postcard (June) reminding residents about the inspections. Inspections began June 17, 2013.

On June 25, 2013, City inspectors visited the vacant lot at 10220 Xeon Street NW and found a public nuisance of an uncapped gas meter and exterior storage of structure tie downs in violation of City Code. Administrative citations ($300 each) were issued on June 28, 2013, to have the gas meter capped and tie downs removed. The citations were sent to the property owner, park manager and resident. The compliance date was set for July 5, 2013. Upon re-inspection on August 30, 2013, the tie downs had been removed, but the gas meter appeared to still be uncapped so only one of the $300 citation fees was charged.

Thought to still not in compliance, a second ($600) citation was issued on September 6, 2013, with a compliance date of September 13, 2013, to have the gas meter capped. The re-inspection took place on October 23, 2013, at which time the property was found to be compliant so only one half of the $600 citation fee ($300) was charged since it was a second violation of the same issue.

Late in September 2013, a City inspector saw a Center Point representative working in the Creekside community and approached them. The Center Point representative explained they have begun installing metal plates in the gas meters instead of capping them from the outside for any meter on a vacant lot. This new method had not been shared earlier with the City of Coon Rapids. Given this new information, there is a chance the meter on this site had been compliant earlier in the citation process.

ACTION REQUESTED

In Case 14-12V, it is requested the Board of Adjustment and Appeals recommend the City Council remove the $600 special assessment in its entirety.

Attachments

Supporting Documents

#14-12V

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/9/2013

550 ASSOCIATION TWO
4175 LOVELL RD STE # 114
CIRCLE PINES, MN 55014

RE: CREEKSIDE ESTATES

It has been brought to our attention there are areas of concern in Creekside Estates located at 1100 Egret Blvd Coon Rapids, Minnesota. A recent survey of issued citations and a recent fire of a cluttered manufactured home have been brought to the attention of the Neighborhood Reinvestment Division.

The city of Coon Rapids Neighborhood Reinvestment Division works with owners to help them bring properties into compliance. Your property is unique considering there are over 200 units in the park. The way the City Ordinance is written, there would be a $300.00 Citation issued for each violation. The fees are collected in the form of a special assessment and would be charged to your property taxes, not to the individual with the violation. We would like to discuss a plan of action and work with you to address these issues using an alternative format. Our intention is to address the issues efficiently. Our plan is outlined as follows:

May 2013

A notification letter will be sent to every resident of Creekside Estates. (Please see attached sample of notification). Our inspections not will begin until June, 2013 and it is our hope that any issues will be addressed by the resident during the 30 days from notification before the inspections occur.

June 2013

Reminder cards will be sent to every resident of Creekside Estates reminding them of the upcoming inspections.

June/July 2013

Inspections will be conducted throughout Creekside Estates. All violations will be noted and an Administrative Citation will be issued. A compliance date will be set for seven (7)

days after the date of issuance. If the recipient wishes to appeal the Citation or request a time extension, an appeal form must be completed by 550 Association Two and submitted to City Staff by the compliance date. We will include this application and instructions with the citation. We will send copies of all Citations to 550 Association Two.

Reinspections of issued citations will occur after the compliance date of all citations not appealed. If the violation remains it will be abated. If the violation cannot be abated, a second Administrative Citation will be issued as prescribed by City Ordinance.

In respect to the common areas we will be inspecting 1100 Egret Blvd to ensure all areas of the conditional use permit are in compliance.

Our primary concern is for the safety of our citizens and first responders. If you have any questions, please contact me and I will be happy to assist you.

Sincerely,

Leya Drabczak
Housing Official
City of Coon Rapids
ldrabczak@coonrapidsmn.gov
763-767-6420

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

5/15/2013

Current Resident
Creekside Estates

RE: Upcoming Inspections

In an effort to make our community safer, The Coon Rapids Neighborhood Reinvestment **Division will be conducting inspections in your neighborhood beginning June 17, 2013**.

Our primary concern is for the safety of our citizens and first responders. With this in mind, the following items will be inspected to ensure they meet current requirements set forth by Coon Rapids City Ordinance, Minnesota State Fire Code and the Minnesota State Building Code.

The items inspected will include but are not limited to:

- Stairs at all exits (front and back) to be of sound condition and a handrail in place if there are more than 3 stairs
- Skirting is secure with no missing sections
- Windows are not broken or missing
- Siding is secure and weather tight
- Roofs are secure and weather tight
- All accessory structures are compliant with secure siding, doors and roofs
- Yards to be free of all junk, garbage and debris (items not intended for exterior use)
- No evidence of illegal fire pits/ recreational fires (Creekside Estates will be updating park rules and prohibiting all recreational fires)
- Vehicle violations (non-operating vehicles, expired tabs, parking off pavement)
- House numbers visible and code compliant
- Any life safety issues will be addressed on a case by case basis
- Any other violations that are found during the time of the inspection

Additionally, the Coon Rapids Fire Department will be available to check smoke detectors and carbon monoxide detectors free of charge and answer any questions that

you may have. The Fire Department would also like to remind you that for your safety a three foot clearance space in front of all doors and windows is required.
After an inspection of your property occurs in June, you will receive a summary letter from the City of Coon Rapids with your inspection results.

If any violations are present, correction orders and/ or Administrative Citations will be issued to the resident/owner. Instructions on what you need to do will be included at the time the orders/ citations are issued.

Limited pre-inspection appointments will be available for the morning of 6/12/2013. If you want a pre-inspection of your property or need questions answered on-site, please call the number below to arrange an appointment.

Please find the attached list of information on how to properly dispose of unwanted items in addition to the Coon Rapids Recycling Center hours.

Thank you in advance for your cooperation.

Sincerely,

Neighborhood Reinvestment
City of Coon Rapids
763-767-6420
ldrabczak@coonrapidsmn.gov

June 2013 Postcard

COON RAPIDS
Minnesota

Inspections begin: June 17, 2013

Dear Creekside Resident,

Please be reminded that inspections in Creekside will begin June 17, 2013. For a list of items to be inspected, please contact Roger Buyers at the Creekside Manager's Office, or refer to the previous letter mailed to all Creekside residents by the City of Coon Rapids.

Sincerely,
Neighborhood Reinvestment
763-767-6420

Reminder

Received 5pm 1/21/14

MALKERSON GUNN MARTIN LLP

1900 U.S. BANK PLAZA SOUTH TOWER
220 SOUTH SIXTH STREET
MINNEAPOLIS, MINNESOTA 55402
TELEPHONE 612-344-1111
FACSIMILE 612-344-1414

Case #14-12V
10220 Xeon St.
23-31-24-43-0004

January 21, 2014

SENT VIA E-MAIL

Kristin DeGrande
City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

RE: Creekside Estates / City of Coon Rapids Citations

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Case#14-08V

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3. PIN #23-31-24-42-0003 / 10460 Vale Street – Securing Vacant Property: This property was secured by on-site management in response to a request by a city building official. After that, there were reports of cats in the home. City staff responded, secured the home, and retained the only key. It was subsequently re-secured by Creekside Estates management after an unidentified trespasser entered the home without authorization. This citation should be withdrawn.

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At a prior meeting between the parties, we suggested the option of Creekside Estates providing recalcitrant residents with a thirty (30) day notice of lease violation to assist in promoting code compliance. I do not believe the City has pursued that suggestion.

Finally, with respect to on the assessment for 23-31-24-43-0005 - 1114 101st Ave., for removal of debris, Creekside Estates hired and paid Mobile Maintenance to remove the debris from that yard on August 24, 2013. I have attached a copy of Mobile Maintenance's invoice evidencing this work. I note that the date of the assessment is September 11, 2013. I ask that this assessment be withdrawn.

I wish to reiterate my objection to citations based on conduct of third parties and citations issued regarding property owned by third parties – not Creekside Estates. This objection is especially well taken in those instances where the alleged violation cannot be remedied by Creekside Estates. I understand that the filing of this written objection is sufficient to preserve all of our appeal rights and that Creekside Estates need not appear at tonight's City Council meeting. Please advise at once if my understanding is incorrect in any part.

Sincerely,

Shannon Morris, owner

Thomas F. DeVincke, Attorney

TFD
Enclosures

cc: City Attorney David Brodie

{162594.DOC- 1/20/2014}

Property Report

Report Date: 1/28/2014

PROPERTY ADDRESS: 10220 Xeon St PIN: 233124430004

Work Order #53193 Yard And Lot Issues CLOSED

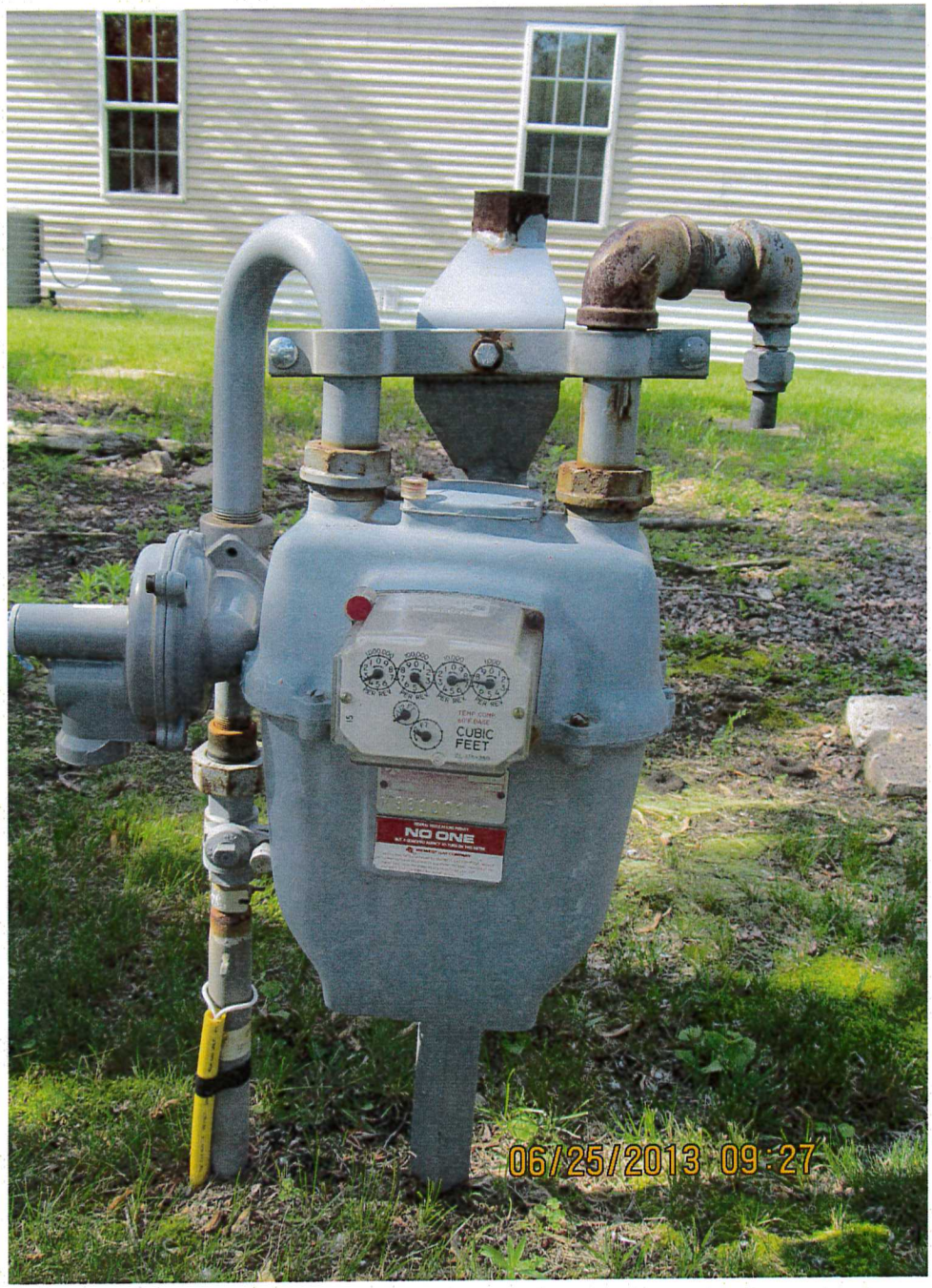
Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/25/13	BUCHANAN, PAUL	Vacant lot with tie downs sticking out of ground and uncapped gas meter.
CITATION ISSUED		6/25/13	BUCHANAN, PAUL	
CITATION REINSPECT	7/5/13	8/30/13	BUCHANAN, PAUL	Compliant on work order 22862 (tie downs). Gas meter still need to be capped. Escalating order
CITATION FEE APPLIED		9/6/13	BUCHANAN, PAUL	$300
CITATION ISSUED		9/6/13	BUCHANAN, PAUL	For non-compliance on citation 22860
CITATION REINSPECT	9/13/13	10/23/13	BUCHANAN, PAUL	Compliant
COMPLIANCE		10/25/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNEF	1/9/14	1/9/14	DEGRANDE, KRISTIN	Paul from Creekside 76 7 called about pending assessment. He claims a time extension for 1/15/14 was submitted and came into compliance before then. I spoke with Adam - never received time extension. 1/15/14 date is for rental compliance.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 22860**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-101 Public Nuisance.	6/25/13	300	BUCHANAN, PAUL	GAS METER NOT ATTACHED TO DWELLING MUST BE CAPPED BY GAS COMPANY.	550 ASSOC TWO Issued 6-28-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014
8-109 Building Materials, Junk and Debris.	6/25/13	300	BUCHANAN, PAUL	Tie downs left behind from previous unit. Remove from property.	
8-101 Public Nuisance.	8/30/13	600	BUCHANAN, PAUL	Gas meter must be capped.	550 ASSOC TWO Issued 9-6-2013 4175 LOVELL RD #114 CIRCLE PINES, MN 55014

End of Report for 10220 Xeon St

12



12.

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53193-22860

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 6-28-2013

Property Address: **10220 Xeon St**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/25/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/05/2013	GAS METER NOT ATTACHED TO DWELLING MUST BE CAPPED BY GAS COMPANY.	8-101 Public Nuisance. -- Maintains or permits a condition which may injure or endangers the safety or health of members of the public.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

City of Coon Rapids
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Coon Rapids, MN 55433-3761
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Fax: 763-767-6491
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COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53193-22862

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 6-28-2013

Property Address: **10220 Xeon St**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/25/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/05/2013	Tie downs left behind from previous unit. Remove from property.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

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Continued on next page

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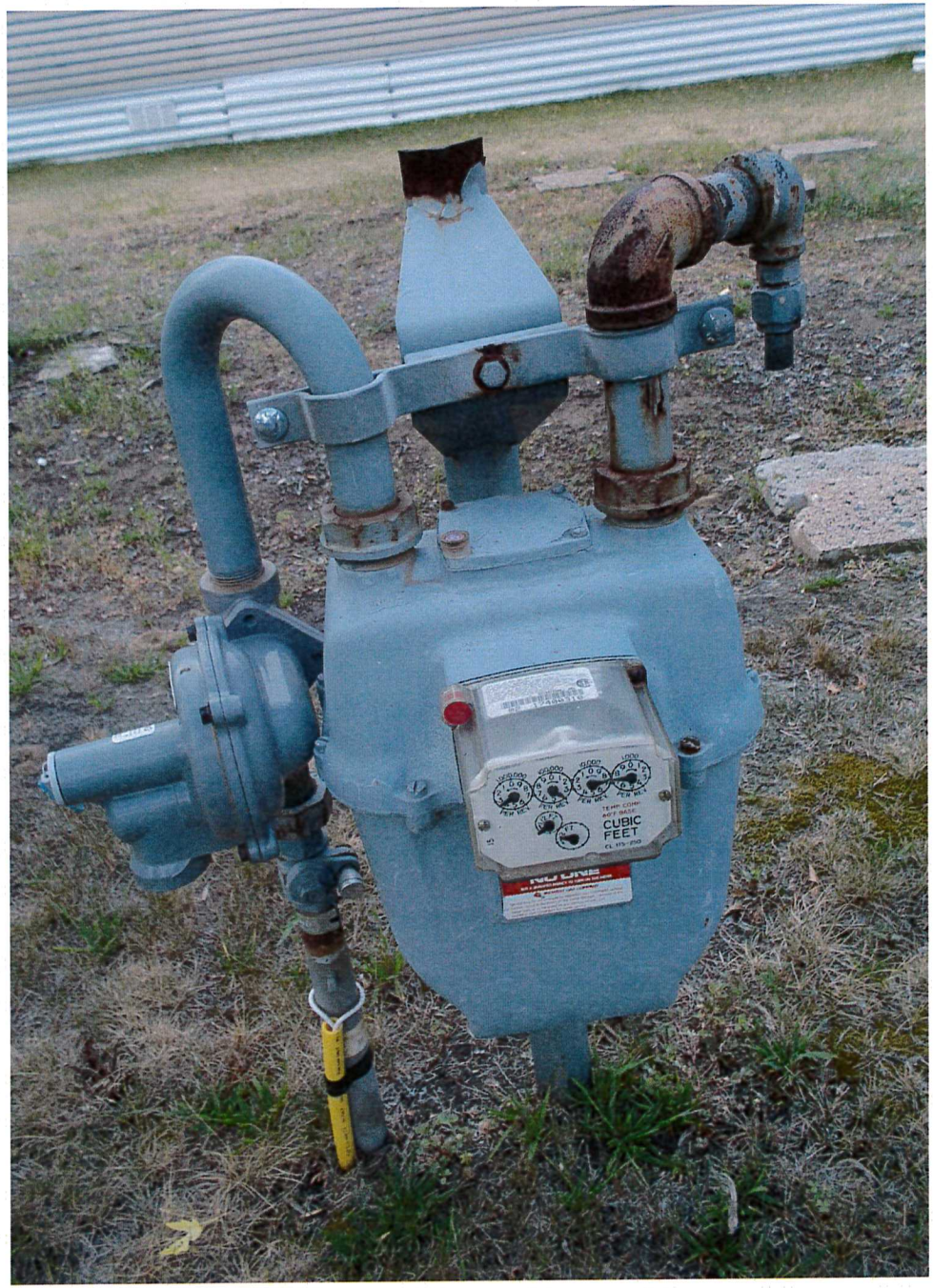
Paul Buchanan
Code Enforcement
763-767-6533



17.

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COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 53193-23386

OPEN IMMEDIATELY
550 ASSOC TWO
4175 LOVELL RD #114
CIRCLE PINES, MN 55014

Issued 9-6-2013

Property Address: **10220 Xeon St**
COON RAPIDS, MN

PIN: 233124430004

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/13/2013	Gas meter must be capped.	8-101 Public Nuisance. -- Maintains or permits a condition which may injure or endangers the safety or health of members of the public.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

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Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **13.**

Meeting Date: 02/06/2014

Subject: Case 14-13V, Special Assessment Objection, Jill Larsen, 11231 Wren Street NW, 15-31-24-32-0022

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $900 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $900 is for two administrative citations ($300, $600) for a vehicle without current license tabs.

A City inspector went out to this property on July 22, 2013, to investigate a vehicle without current license tabs. An administrative citation was sent to the owner of record (same address) on July 23, 2013, with a compliance date of July 30, 2013. Upon re-inspection on August 8, 2013, there had been no change so the $300 citation was charged to the property.

Being the property was still not in compliance, a second citation ($600) was sent to the property on August 8, 2013, with a compliance deadline of August 16, 2013. Upon re-inspection on August 23, 2013, there still had been no change so the $600 citation was charged to the property. City code states that when a second or subsequent citation is issued for the same violation within 180 days, if the property comes into compliance, half of the violation amount is charged.

Still in violation, a third citation ($1,200) was sent on August 23, 2013, with a compliance date of September 3, 2013. Upon re-inspection on September 4, 2013, the property was in compliance. One half of this $1200 citation ($600) could have been charged to the property but it must have been administratively overlooked.

ACTION REQUESTED

In Case 14-13V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $900 special assessment in its entirety.

Attachments

Supporting Documents

15-31-24-32-0022
$900 ($300, $600)
Case # 14-13 V

To: Coon Rapids City Council -
RE: 11231 Wren St. NW

Hello,
My name is Jill Larsen and I'm writing this as to Appeal a nonsense fee's that I have been charged for my vehicle not having current license TABS.

First of All - I WASN'T Aware of these fee's until I received A Letter 2 weeks ago. As I understood in A letter from the City in August 2013 I received, It said I had I believe 10 days? To put current TABS on my vehicle, or I'd be fined 300$ I believe was the Amount. I did put on current TABS Right Away + I have current ones on again for this year. I only received one letter About this and according to An employee At the City I Should have received 2. I did NOT, and I TOOK Care of it right Away - It mentioned nothing of more fee's that I would be getting charged If it had I would have addressed this issue long ago!

Received Time Jan. 21. 6:05PM

Again, I only received one letters
I had a friend who was causing
me alot of issues in July + August
and if letters were sent he may
have destroyed one of the letters.
there are many police reports during
that time to verify what I'm saying
is true! I let a friend, Mike ~~stay~~
~~stay~~ with me a couple weeks until
he could get his own townhouse - he
is no longer a friend and caused me
and my son + friends alot of grief.
He disrupted my neighbors and
my family. With this said. Again
I took care of my TABS right away -
I had no idea that I had
to have TABS on a vehicle that is
not drivable at this time - I
have it on my driveway and do not
drive it so, I would have never
thought I'd have to have current
TABS until I could drive it again
I've lived here 19 years and I'm
not a problem resident. In
fact I love my neighborhood +
take pride in my home - I don't
have a junk house or junkyard -
I have neighbors that have 4 to 6
vehicles parked on their grass +
they've never been cited, or told

To get their vehicles on pavement! I was told by the neighbors there are A few things they have been called on and no one has ever come out to check — That concerns me A lot! I live right next door and I was cited for tabs, but the neighbors weren't for the many vehicles they have parked on the grass — I thought there was a limit to how many vehicles can be at a resident?

With this said, I'm A great neighbor, A great resident of 19 years — I took care of the issue right away, and again — I only received one notice. If said nothing about an assment fee I'd be charged anyway —

Please consider these circumstances and waive these fee's —

I'd generally appreciate it —

Thank you in advance —

Sincerely,

Property Report

Report Date: 1/22/2014

PROPERTY ADDRESS: 11231 Wren St PIN: 153124320022

Work Order #53730 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		7/22/13	BUCHANAN, PAUL	Junk Vehicle with expired tabs at driveway
CITATION ISSUED		7/23/13	BUCHANAN, PAUL	Junk Vehicle at driveway (expired tabs)
CITATION REINSPECT	7/30/13	8/8/13	BUCHANAN, PAUL	Non-compliant. Escalating citation
CITATION FEE APPLIED		8/8/13	BUCHANAN, PAUL	$300
CITATION ISSUED		8/8/13	BUCHANAN, PAUL	Vehicle still in non-compliance. Expired tabs 013 GWU
CITATION REINSPECT	8/16/13	8/23/13	BUCHANAN, PAUL	Non-Compliant
CITATION FEE APPLIED		8/27/13	BUCHANAN, PAUL	$600
CITATION ISSUED		8/27/13	BUCHANAN, PAUL	Junk vehicle (expired tabs) at driveway
CITATION REINSPECT	9/3/13	9/4/13	BUCHANAN, PAUL	Compliant
COMPLIANCE		9/4/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNEF	1/9/14	1/9/14	DEGRANDE, KRISTIN	Owner Jill Larson called regarding pending assessments. She thought she had taken care of tabs, why is she being charged? Answered her questions and explained appeal process. Will be submitting an appeal.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23070**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
11-601.5 Junk Vehicles on Residential Property.	7/22/13	300	BUCHANAN, PAUL	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or display current registration.	LARSEN JILL M Issued 7-23-2013 11231 WREN ST NW COON RAPIDS, MN 55433
11-601.5 Junk Vehicles on Residential Property.	8/8/13	600	BUCHANAN, PAUL	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or update and display current registration.	LARSEN JILL M Issued 8-8-2013 11231 WREN ST NW COON RAPIDS, MN 55433
11-601.5 Junk Vehicles on Residential Property.	8/23/13	1200	BUCHANAN, PAUL	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or update and display current registration.	LARSEN JILL M Issued 8-23-2013 11231 WREN ST NW COON RAPIDS, MN 55433

End of Report for 11231 Wren St

CHEVROLET
Minnesota
013 GWU
997 ALN
07/22/2013 12:57

EXPLORE Minnesota.com
013 GWU
12
HITCH
07/22/2013 12:58

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
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COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 53730-23070

OPEN IMMEDIATELY

LARSEN JILL M
11231 WREN ST NW
COON RAPIDS, MN 55433

Issued 7-23-2013

Property Address: **11231 Wren St**
COON RAPIDS, MN

PIN: 153124320022

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 7/22/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/30/2013	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or display current registration.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

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Continued on next page

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

4x4
CHEVRO
Minnesota
013 GWU
08/08/2013 08:59

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 53730-23221

OPEN IMMEDIATELY

LARSEN JILL M
11231 WREN ST NW
COON RAPIDS, MN 55433

Issued 8-8-2013

Property Address: **11231 Wren St**
COON RAPIDS, MN

PIN: 153124320022

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/8/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
08/16/2013	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or update and display current registration.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

EXPLORE Minnesota.com
013 GWU
12
08/23/2013 10:17

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Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 53730-23323

OPEN IMMEDIATELY

LARSEN JILL M
11231 WREN ST NW
COON RAPIDS, MN 55433

Issued 8-23-2013

Property Address: **11231 Wren St**
COON RAPIDS, MN

PIN: 153124320022

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/23/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/03/2013	Vehicle at driveway with expired tabs. MN License plate 013 GWU. Remove from exterior storage or update and display current registration.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

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Paul Buchanan
Code Enforcement
763-767-6533

Board of Adjustment and Appeals - Regular Session **14.**

Meeting Date: 02/06/2014

Subject: Case 14-14V, Special Assessment Objection, Kyle Nordlund, 2125 131st Lane NW, 03-31-24-21-0053

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

Unpaid penalties and/or costs associated with code enforcement action against the subject property in the amount of $2,100 are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The amount of $2,100 is for three administrative citations ($300, $600, $1200) for exterior storage.

A City inspector went out to the property to investigate possible code violations on August 30, 2013. Upon inspection, the inspector found the exterior storage of items including ladders, tarps, lumber, building materials, indoor furniture, plastic bins, cardboard boxes and other miscellaneous items. An administrative citation was issued and sent to the property owner (same address) later that day with a compliance date of September 8, 2013. Upon re-inspection on September 11, 2013, there had been no change so the $300 citation was charged to the property.

Since the property was still not in compliance, a second citation ($600) was sent to the property owner on September 12, 2013, with a compliance date of September 20, 2013. On September 20, 2013, an unidentified person left a voice mail for the City inspector stating that items would be cleaned up by September 24, 2013, so the re-inspection date was delayed by staff. Upon re-inspection on September 25, 2013, there had been no change and the $600 citation was charged to the property.

Still in violation, a third citation ($1,200) was sent to the property owner on September 25, 2013, with a compliance date of October 3, 2013. Upon re-inspection on October 9, 2013, there appeared to have been progress made, but all of the items had not been removed and, therefore, the property was not in compliance and the $1,200 citation was charged to the property.

Still in violation, a fourth citation ($2,400) was sent to the property owner on October 10, 2013, with a compliance date of October 18, 2013. The property owner submitted an appeal to the citation on October 21, 2013, but it was submitted after the compliance date and not processed. Upon re-inspection on November 4, 2013, the property was found to be in compliance. Penalties associated with this citation were not charged to the property.

ACTION REQUESTED

In Case 14-14V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the $2,100 special assessment in its entirety.

Attachments

Supporting Documents

Kristin DeGrande - Appeal

From: Kyle Nordlund <[illegible]ail.com>
To: <kdegrande@coonrapidsmn.gov>
Date: 1/21/2014 6:55 PM
Subject: Appeal

To Whom It May Concern,

My name is Kyle Nordlund. I live at 2125 131st Lane NW, Coon Rapids, 55448. The reason for this letter is because I would like to appeal the fines that were brought upon me for my property. I have been in the military since 1999 and September 28th 2013, I was medically retired. During the spring and summer 2013 I was in San Diego CA, for the military and had a friend stay at my house and house-sit for me. In that time I did not realize he was using the side of my house as his personal junk site. He was supposed to be there to keep the lawn up and make sure my property was taken care of. When I returned home from San Diego I saw the mess alongside my house and found my yard trashed. Needless to say, the individual is no longer my friend. I received a citation in the mail and called the city of Coon Rapids at that time explaining the situation and in addition, sent a letter of appeal at that time. I personally cleaned up the side of the house and continued with the yard. I absolutely cannot afford any raise on the taxes for my property or cannot afford to pay fines on my property. I realize I had the wrong person look out for my property but I have fixed everything to the best of my ability. I am defiantly not a person who would leave my yard and house a disaster. I take pride in may house and yard but came home to a disaster. I am a disabled Veteran trying to get on my feet.

Very Respectfully,

Kyle V Nordlund

03-31-24-21-0053
$2100 ($300, $600, $1200)
Case# 14-14V

Report Date: 1/27/2014

PROPERTY ADDRESS: 2125 131st Ln PIN: 033124210053

Work Order #54570 Yard And Lot Issues CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		8/30/13	BUCHANAN, PAUL	Exterior storage at property; ladders, tarps, lumber, building materials, indoor furniture, plastic bin, cardboard box.
CITATION ISSUED		8/30/13	BUCHANAN, PAUL	Exterior storage. J/D.
CITATION REINSPECT	9/8/13	9/11/13	BUCHANAN, PAUL	Non-Compliant
CITATION FEE APPLIED		9/12/13	BUCHANAN, PAUL	$300
CITATION ISSUED		9/12/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT	9/20/13	9/25/13	BUCHANAN, PAUL	Non-Compliant.
COMMUNICATE W OWNEF		9/23/13	BUCHANAN, PAUL	Someone from property left voicemail for PB on 20-September claiming work would be complete by 24-September.
CITATION FEE APPLIED		9/25/13	BUCHANAN, PAUL	$600
CITATION ISSUED		9/25/13	BUCHANAN, PAUL	For non-compliance on initial orders
CITATION REINSPECT		10/9/13	BUCHANAN, PAUL	Appears someone organized items, but still non-compliant. Lumber, indoor furniture, plastic bins, ladders, miscellaneous junk and debris remain.
CITATION FEE APPLIED	1/27/14	10/10/13	BUCHANAN, PAUL	$1200
CITATION ISSUED		10/10/13	BUCHANAN, PAUL	For non-compliance on initial orders
APPEAL SUBMITTED	10/21/13	10/21/13	BUCHANAN, PAUL	Property owner submitted an appeal for this citation - but after the compliance date so not processed.
CITATION REINSPECT	10/18/13	11/4/13	BUCHANAN, PAUL	Compliant.
COMPLIANCE		11/5/13	BUCHANAN, PAUL	Closing order
COMMUNICATE W OWNEF	1/21/14	1/21/14	DEGRANDE, KRISTIN	Owner Kyle)6 called regarding pending assessments. Was in San Diego during time of citations, friend was living at house taking care of things. Explained everything and appeal options. Will be submitting an appeal. Ok.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code **# 23341**	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Building Materials, Junk and Debris.	8/30/13	300	BUCHANAN, PAUL	Exterior storage at property; ladders, tarps, lumber, building materials, indoor furniture, plastic bin, cardboard box. Remove all items from exterior storage.	KYLE VAN NORDLUND Issued 8-30-2013 2125 131ST LN NW COON RAPIDS, MN 55448
8-109 Building Materials, Junk and Debris.	9/11/13	600	BUCHANAN, PAUL	Exterior storage at property; ladders, tarps, lumber, building materials, plastic bins, cardboard boxes, miscellaneous goods stored next to garage. Remove all items from exterior storage.	KYLE VAN NORDLUND Issued 9-12-2013 2125 131ST LN NW COON RAPIDS, MN 55448
8-109 Building Materials, Junk and Debris.	9/25/13	1200	BUCHANAN, PAUL	Exterior storage at property; ladders, tarps, lumber, building materials, plastic bins, cardboard boxes, miscellaneous goods stored next to garage. Remove all items from exterior storage.	KYLE VAN NORDLUND Issue 9-25-2013 2125 131ST LN NW COON RAPIDS, MN 55448
8-109 Building Materials, Junk and Debris.	10/9/13	2400	BUCHANAN, PAUL	Lumber, indoor furniture, plastic garbage bags, roofing shingles, plastic bins, miscellaneous junk, debris, goods stored next to garage. Remove all items from exterior storage.	KYLE VAN NORDLUND Issued 10-10-2013 2125 131ST LN NW COON RAPIDS, MN 55448

ROADMASTER
08/30/2013 08:51

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation # 54570-23341

OPEN IMMEDIATELY
KYLE VAN NORDLUND
2125 131ST LN NW
COON RAPIDS, MN 55448

Issued 8-30-2013

Property Address: **2125 131st Ln**
COON RAPIDS, MN

PIN: 033124210053

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 8/30/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/08/2013	Exterior storage at property; ladders, tarps, lumber, building materials, indoor furniture, plastic bin, cardboard box. Remove all items from exterior storage.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

2125
09/11/2013 14:44

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 54570-23420

OPEN IMMEDIATELY
KYLE VAN NORDLUND
2125 131ST LN NW
COON RAPIDS, MN 55448

Issued 9-12-2013

Property Address: **2125 131st Ln**
COON RAPIDS, MN

PIN: 033124210053

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 9/11/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
09/20/2013	Exterior storage at property; ladders, tarps, lumber, building materials, plastic bins, cardboard boxes, miscellaneous goods stored next to garage. Remove all items from exterior storage.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

2125
09/25/2013 14:22

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 54570-23468

OPEN IMMEDIATELY
KYLE VAN NORDLUND
2125 131ST LN NW
COON RAPIDS, MN 55448

Issue 9-25-2013

Property Address: **2125 131st Ln**
COON RAPIDS, MN

PIN: 033124210053

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 9/25/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/03/2013	Exterior storage at property; ladders, tarps, lumber, building materials, plastic bins, cardboard boxes, miscellaneous goods stored next to garage. Remove all items from exterior storage.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

WALTERS
10/09/2013 13:43

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

FOURTH VIOLATION
ADMINISTRATIVE CITATION

Citation # 54570-23516

OPEN IMMEDIATELY
KYLE VAN NORDLUND
2125 131ST LN NW
COON RAPIDS, MN 55448

Issued 10-10-2013

Property Address: **2125 131st Ln**
COON RAPIDS, MN

PIN: 033124210053

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 10/9/13 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
10/18/2013	Lumber, indoor furniture, plastic garbage bags, roofing shingles, plastic bins, miscellaneous junk, debris, goods stored next to garage. Remove all items from exterior storage.	8-109 Building Materials, Junk and Debris. -- Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$2400

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Paul Buchanan
Code Enforcement
763-767-6533

This document is designed to help you understand the Administrative Citation (the "Citation") process, provide contact information, and tell you how to appeal the Citation if you decide to do so.

What is the Administrative Citation Program?

The Administrative Citation Program (ADCAP) was authorized by the Coon Rapids City Council to encourage property owners to address violations of City Code on their properties. An Administrative Citation imposes a penalty for violating a City Code but allows a property owner to correct the violation without paying the penalty if corrected by the Compliance Date. Subsequent Citations may result in the imposition of penalties (see the section on Multiple Citations). The Citation is not a criminal citation and you should not go to the courthouse to contest it. ADCAP is administered by the City of Coon Rapids Neighborhood Reinvestment Division.

How does it work?

- An inspection is made of the property in response to a concern from a citizen, Councilmember, or City staff.
- If violations exist, an Administrative Citation is issued. If the violations listed on the Citation are corrected before the Compliance Date noted on the Citation, the penalty or penalties listed on the Citation are waived unless this is a second or subsequent Citation within a 180-day period.
- Immediately following the Compliance Date, a City Official will re-inspect the property to verify that corrections have been made.
- If the violations are not corrected and an appeal is not filed, the penalty or penalties listed on the Citation must be paid.
- In addition, the City may hire a contractor to abate (remedy) the violation(s) listed on the Citation from the property. The cost of abatement is charged in addition to the penalty. These charges are assessed to the property taxes and collected in the same manner as a special assessment.

How do I extend the Compliance Date?

If you need more time beyond the Compliance Date to correct the violations, you may ask for an extension. To be granted an extension you must admit your property is in violation of City Code and submit a written plan stating the action you will take to achieve compliance. Upon determination by the City Official issuing the Citation that the plan is adequate to remedy the violation, an extension may be granted. A request for an extension must be submitted on or before the Compliance Date on the Citation.

How do I Appeal?

If you disagree with the City Official's findings and /or interpretation of the City Code, you may appeal the Citation or parts thereof. An appeal may only be executed by the owner of the property. The appeal must be filed on the Notice of Appeal form to the right and submitted to the Hearing Examiner at the Community Development Department in City Hall, 11155 Robinson Drive, Coon Rapids, MN 55433. The appeal must be delivered in person or by U.S. Mail and must be received on or before the Compliance Date. An appeal that arrives after 4:30 p.m. on the Compliance Date will not be accepted and the penalty or penalties will be charged. Once an appeal is received, penalties and compliance will be suspended until the appeal is heard by the Hearing Examiner.

If you are not satisfied with the Hearing Examiner's decision, you have the right to appeal to the City of Coon Rapids Board of Adjustment and Appeals. To appeal the Board's decision, you must file an appeal with the Minnesota State Court of Appeals.

Multiple citations within a 180-day period

If you receive a second or subsequent Administrative Citation within 180 days of a previous Citation, City Code Section 2-1103(3) states the subsequent Citation is subject to a civil penalty at least twice the previous amount. If the subsequent violation is remedied prior to its Compliance Date, one-half of the civil penalty will be waived. The second or subsequent Administrative Citation will result in a civil penalty being assessed to the property taxes.

NOTICE OF APPEAL **PLEASE PRINT**

Fill out this form and submit it to City Hall on or before the Compliance Date if you wish to appeal Citation.

Administrative Citation Number: 54570-23516

Property Address: 2125 131st LN NW
Coon Rapids MN 55448

Person(s) Responsible for Violation:
Kyle Nordlund

Responsible Party's Relationship to the Property
☒ Owner
☒ Other (specify): roommate

I am appealing the Citation because:
I have been deployed in the military for the last 7 months. My roommate left the mess outside of the house and trashed the yard. He is moving out by the 1st of November. I Just Retired from military.

Attach additional pages if needed.

☐ **I hereby waive further right to appeal this Citation and ask for a time extension of _____ days. Attached is a written plan of the action I will take to achieve compliance within this extended time period.**

I certify that I am the owner of the property and the information contained herein is correct to the best of my knowledge.

Signature: _____

Print Name: Kyle Nordlund

Phone Number: _____ **Date:** 10/21/2013

Mailing Address:
2125 131st LN NW
Coon Rapids, MN 55448

****

For ADCAP Staff only:
Notice rec'd date: _____ **Initials** _____
****

Board of Adjustment and Appeals - Regular Session **15.**

Meeting Date: 02/06/2014

Subject: 2013 Annual Report of the Board of Adjustment and Appeals

From: Cheryl Bennett, Housing and Zoning Coordinator

INFORMATION:

The 2013 Board of Adjustment and Appeals Annual Report is attached for your review and comment.

ACTION REQUESTED:

Staff recommends that the Board of Adjustment and Appeals accept the report.

Attachments

Annual Report

2013 BOARD OF ADJUSTMENT AND APPEALS

ANNUAL REPORT

COMMISSIONERS

Gary Wessling, Chair

Jeanette Rosand

Teri Spano-Madden

Patricia Thorup

Aaron Vande Linde

CITY STAFF

Cheryl Bennett, Housing and Zoning Coordinator

Melissa Westervelt, Assistant City Attorney

SECRETARY

Kathy Altman, Time Saver Off Site Secretarial, Inc.

2013 BOARD OF ADJUSTMENT AND APPEALS

MEETING ATTENDANCE

Meeting/Commissioner	Wessling, Chair	Rosand	Spano-Madden	Thorup	Vande Linde
January	NO MEETING				
February	NO MEETING				
March	●	●	●	●	●
April	NO MEETING				
May	NO MEETING				
June	NO MEETING				
July	NO MEETING				
August	○	●	●	○	●
September	●	●	●	●	●
October	NO MEETING				
November	NO MEETING				
December	NO MEETING				

● = present ○ = absent

2013 Board of Adjustment and Appeals
Case Log

				Board		Council	
Case No.	**Petitioner Location**	**Description**	**Code Section**	**Date**	**Action**	**Date**	**Action**
13-01V	Sally Jordan 2098 110th Ln	Special Assessment Objection - Administrative Citation Penalty - No Garbage Service	2-1104 8-204	3/7/2013	Affirm	3/19/2013	Adopted
13-02V	Harry and Gail Van Court 11949 Crocus St	Special Assessment Objection - Administrative Citation Penalty - Junk Cars & Building Materials, and Removal & Disposal	2-1104 8-109	3/7/2013	Affirm	3/19/2013	Adopted
13-03V	Richard Smiley 2720 Northdale Blvd	Special Assessment Objection - Securing and Monitoring of Premises and Buildings	12-312(4)	3/7/2013	Affirm	3/19/2013	Adopted
13-04V	Daniel and Yvonne Puchalla 2933 109th Ave	Special Assessment Objection - Administrative Citation Penalty - Junk Cars & Building Materials, and Removal & Disposal, and Securing and Monitoring of Premises and Buildings	2-1104 8-109 12-312(4)	3/7/2013 9/5/13	Tabled to allow new owner to work with previous owner; paid No further action required	N/A	N/A
13-05V	Amanda Morgan 10441 Crocus St	Special Assessment Objection - Administrative Citation Penalty - Expired Tabs	2-1104 11-1831(2)	3/7/2013	Affirm	3/19/2013	Adopted
13-06V	Leonard Hanson, Roger Hanson, Marvin Hanson 10841 Kumquat St	Special Assessment Objection - Administrative Citation Penalty - Junk Cars & Building Materials, and Tow, Removal & Disposal	2-1104 8-109	3/7/2013	Affirm	3/19/2013	Adopted
13-07V	Daniel Flaherty 11749 Bittersweet St	Variance - 13-foot Street Side Yard Setback Variance from City Code Section 12-510(1) for an Above-ground Swimming Pool	11-304.9 12-510(1)	8/1/2013	Deny	8/20/2013	Approved
13-08V	Jet Construction & Remodeling, Inc. for Bette J. Carlson, Trustee 3906 114th Ln	Variance - 10-foot Front Yard Setback from City Code Section 11-603.2(12) for a Garage Addition	11-304.9 11-603.2(12	9/5/2013	Approve	N/A	N/A

2013 Board of Adjustment and Appeals
Case Log

				Board		Council	
Case No.	**Petitioner Location**	**Description**	**Code Section**	**Date**	**Action**	**Date**	**Action**
13-09V	Affinity Plus Federal Credit Union 1416 106th Ave	Special Assessment Objection - Administrative Citation Penalty - Long Grass	2-1104 8-502 8-503	9/5/2013	Affirm	9/17/2013	Adopted
13-10V	Henry Le 441 Egret Blvd	Special Assessment Objection - Administrative Citation Penalty - Long Grass	2-1104 8-502 8-503	9/5/2013	Affirm	9/17/2013	Adopted
13-11V	Pro Realty Services for Raymond Truelson 11504 Crooked Lake Blvd	Special Assessment Objection - Administrative Citation Penalty - Long Grass; Securing and Monitoring of Premises and Buildings; Building Materials, Junk and Debris; Removal & Disposal costs	2-1104 8-502 8-503 12-312(1) 8-109	9/5/2013	Reduce $1,206 to $228	9/17/2013	Adopted
13-12V	Michael Swiggert 10856 Yellow Pine St	Special Assessment Objection - Administrative Citation Penalty - Junk Vehicles on Residential Property	2-1104 11-601.5	9/5/2013	Affirm	9/17/2013	Adopted
13-13V	Teresa Day 10926 Eagle St	Special Assessment Objection - Administrative Citation Penalty - Long Grass	2-1104 8-502 8-503	9/5/2013	Affirm	9/17/2013	Adopted
13-14V	Steve Witzel and Roger Beyers for Creekside Estates 1168 101st Ave	Special Assessment Objection - Securing and Monitoring of Premises and Buildings	12-312(1)	9/5/2013	Affirm	9/17/2013	Adopted
13-15V	Roger Beyers for Creekside Estates 10345 Xeon St	Special Assessment Objection - Securing and Monitoring of Premises and Buildings	12-312(1)	9/5/2013	Affirm	9/17/2013	Adopted
13-16V	Todd Edinger for RMR Services, LLC 11790 Xeon St	Special Assessment Objection - Rental License Violation and Administrative Fine	12-903(1)	9/5/2013	Affirm	9/17/2013	Adopted
13-17V	Dawn Zeiher 12935 Raven St	Special Assessment Objection - Administrative Citation Penalty - Parking and Drives	2-1104 11-705(10)	9/5/2013	Affirm	9/17/2013	Adopted

2013 Board of Adjustment and Appeals
Case Log

				Board		Council	
Case No.	**Petitioner** **Location**	**Description**	**Code Section**	**Date**	**Action**	**Date**	**Action**
13-18V	Richard Stanton, MN REO Properties for Federal Home Loan Mortgage Corp. 2335 Main St	Special Assessment Objection - Administrative Citation Penalty - Securing and Monitoring of Premises and Buildings; Junk Care and Building Materials; Expired Tabs on Residential Property; Junk Vehicles on Residential Property; Long Grass	2-1104 12-312(1) 8-109 11-1831(2) 11-601.5 8-502 8-503	9/5/2013	Reduce eligible appeal amount of $2,969.50 to $2,669.50	9/17/2013	Removed as it was paid in full