



BOARD OF ADJUSTMENT AND APPEALS AGENDA
Thursday, October 1, 2015
6:30 p.m.
Coon Rapids City Center
Council Chambers

City Code and State Statute regarding variances

Consideration of Assessment Objections

Call to Order

Roll Call

Adopt Agenda

Approval of minutes from previous meetings

Public Hearing

1. PC-53V; John and Kathy Bandstetter, Petitioners; Fence Setback Variance; 10441 Goldenrod Street

New Business

2. Case 15-28V, Special Assessment Objection, Usman Mian, 1290 105th Avenue NW, 23-31-24-24-0074
3. Case 15-29V, Special Assessment Objection, Raymond Warren, Jr., 2170 108th Avenue NW, 22-31-24-21-0015
4. Case 15-30V, Special Assessment Objection, Nera Muratovic, 12334 Norway Street NW, 12-31-24-22-0037
5. Case 15-31V, Special Assessment Objection, Liquenda Allotey, 1040 105th Ave NW, 23-31-24-42-0037
6. Case 15-32V, Special Assessment Objection, Katie and Anthony Ficocello, 11434 North Heights Drive NW, 16-31-24-13-0096
7. Case 15-33V, Special Assessment Objection, Andrea Waytashek, 9748 Foley Blvd. 25-31-24-24-0019

8. Case 15-34V, Special Assessment Objection, Michael Grover, 10740 Grouse Street NW, 22-31-24-11-0016
9. Case 15-35V, Special Assessment Objection, Charles Okusanya, 1562 119th Lane NW, 11-31-24-32-0102
10. Case 15-36V, Special Assessment Objection, Chad Morgan, 11021 Olive St NW, 14-31-24-44-0032
11. Case 15-37V, Special Assessment Objection, Nancy Skager, 10324 Hollywood Blvd. NW, 21-31-24-42-0078
12. Case 15-38V, Special Assessment Objection, Cheryl Lee Upton/Charles Dodge, 10885 Osage Street NW, 22-31-24-21-0057
13. Case 15-39V, Special Assessment Objection, Jason & Ronda Twaddle, 10558 Martin St. NW, 22-31-24-13-0104
14. Case 15-40V, Special Assessment Objection, Andrew Gabatino, 3356 115th Lane NW, 17-31-24-11-0107
15. Case 15-41V, Special Assessment Objection, Jeremy Gordon 9938 Cottonwood St NW, 25-31-24-11-0066
16. Case 15-42V, Special Assessment Objection, Jeff and Gloria Emmerich, 12912 Marigold Street NW, 08-31-24-42-0040
17. Case 15-43V, Special Assessment Objection, Jeff and Gloria Emmerich, 3749 123rd Lane NW, 08-31-24-21-0063
18. Case 15-44V, Special Assessment Objection, Jeff and Gloria Emmerich, 11990 Orchid Street NW, 08-31-24-42-0040
19. Case 15-45V, Special Assessment Objection, Nancy Pham, 150 Northdale Blvd NW, 13-31-24-42-0072
20. Case 15-46V, Special Assessment Objection, Heidi and Charles Meade, 10348 Xavis Street NW, 21-31-24-41-0007
21. Case 15-47V, Special Assessment Objection, Brianna Robinson, 2263 110th Lane NW, 15-31-24-33-0056
22. Case 15-48V, Special Assessment Objection, Citimortgage Inc, 798 Northdale Blvd NW, 14-31-24-11-0015
23. Case 15-49V, Special Assessment Objection, Carla Itie, 10253 Mississippi Blvd NW, 21-31-24-43-0003

24. Case 15-50V. Special Assessment Objection, Mary Muller, 10424 Xavis St NW,
21-31-24-41-0013
25. Case 15-51V, Special Assessment Objection, Will Ziehurt, 2900 109th Lane NW,
16-31-24-34-0049
26. Case 15-52V, Special Assessment Objection, Marvin Hanson, 10841 Kumquat St NW,
24-31-24-21-0100

Other Business

Adjourn



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

Meeting Date: 10/01/2015

Subject: City Code and State Statute regarding variances

From: Cheryl Bennett, Housing and Zoning Coordinator

Attachments

Variance Procedure



TITLE 11
LAND DEVELOPMENT REGULATIONS

CHAPTER 11-300
ADMINISTRATION

(VARIANCE PROCEDURE AND REQUIREMENTS)

11-304.9 Variances.

(1) **When used; Process.** A request under Minn. Stat. 462.357 to vary from the standards of this title. A public hearing is required, and the Board of Adjustment and Appeals is the decision maker, subject to appeal to the City Council.

(2) **Standards for Approval.** A variance may be granted after the following findings are made:

(a) The variance is in harmony with the general purposes and intent of the ordinance from which the variance is requested.

(b) The variance is consistent with the Comprehensive Plan.

(c) The applicant demonstrates there are practical difficulties in complying with the ordinance from which the variance is sought. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Economic considerations alone do not constitute practical difficulties. In determining this standard, all the following must be met:

(i) Unless the variance is granted, the property cannot be used in a reasonable manner. If a property can be used reasonably without the granting of a variance, it can be used in a reasonable manner.

(ii) The variance requested must be the minimum to make reasonable use of the property.

(iii) The plight of the applicant or landowner is due to circumstances unique to the property not created by the applicant or landowner.

(iv) The variance, if granted, will not alter the essential character of the locality.

(d) **Special exemption for earth-sheltered construction:** Variances must be granted for earth sheltered construction as defined in Minn. Stat. §216C.06, subd. 14, when in harmony with the ordinance.

Revised City Code - 1982

Minn. Stat. 462.357 provides that: The board or governing body as the case may be may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

An approved variance has no time limit unless specified as a condition of the variance.

2012 Minnesota Statutes

462.357 OFFICIAL CONTROLS: ZONING ORDINANCE.

Subd. 6. Appeals and adjustments.

Appeals to the board of appeals and adjustments may be taken by any affected person upon compliance with any reasonable conditions imposed by the zoning ordinance. The board of appeals and adjustments has the following powers with respect to the zoning ordinance:

(1) To hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance.

(2) To hear requests for variances from the requirements of the zoning ordinance including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06, subdivision 14, when in harmony with the ordinance. The board of appeals and adjustments or the governing body as the case may be, may not permit as a variance any use that is not allowed under the zoning ordinance for property in the zone where the affected person's land is located. The board or governing body as the case may be, may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The board or governing body as the case may be may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

216C.06 DEFINITIONS.

Subd. 14. Earth sheltered.

"Earth sheltered" means constructed so that 50 percent or more of the exterior surface is covered or in contact with earth. Exterior surface includes all walls and roof, but excludes garages and other accessory buildings. Earth covering on walls is measured from the floor of the structure's lowest level. Earth covering on the roof must be at least 12 inches deep to be included in calculations of earth covering. Partially completed buildings shall not be considered earth sheltered.



Board of Adjustment and Appeals - Regular Session

Meeting Date: 10/01/2015

Subject: Consideration of Assessment Objections

From: Melissa Westervelt, Assistant City Attorney

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: 10/01/2015

SUBJECT: Approval of minutes from previous meetings

Attachments

August 6, 2015, Work Session Minutes

August 6, 2015, Regular Meeting Minutes

**COON RAPIDS BOARD OF ADJUSTMENT AND APPEALS WORK SESSION MEETING
MINUTES OF AUGUST 6, 2015**

The meeting of the Coon Rapids Board of Adjustment and Appeals in work session was called to order by Chairman Vande Linde at 6:00 p.m. on Thursday, August 6, 2015, in Conference Room 3.

Members Present: Chairman Aaron Vande Linde, Commissioners Ronald Bradley, Teri Spano-Madden, Trish Thorup and Tracy Wigen

Members Absent: None.

Staff Present: Housing and Zoning Coordinator Cheryl Bennett and Assistant City Attorney Melissa Westervelt

CALL TO ORDER

Chairman Vande Linde called the work session meeting to order at 6:00 p.m.

Chairman Vande Linde noted for the record that all board members were present.

ADOPT AGENDA

MOTION BY COMMISSION SPANO-MADDEN, SECOND BY COMMISSIONER THORUP, TO ADOPT THE AGENDA. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE MARCH 5, 2015, WORK SESSION MEETING MINUTES

MOTION BY COMMISSIONER SPANO-MADDEN, SECOND BY COMMISSIONER THORUP TO APPROVE THE MARCH 5, 2015, WORK SESSION MINUTES AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

1. DISCUSS PROCESS REGARDING THE REVIEW AND DECISION MAKING PROCESS OF CONSIDERING VARIANCES

Assistant City Attorney Westervelt described the state's statutory requirements and City Code regulations governing the decision making process in the granting of variances from the requirements of code. The review process was discussed and members were provided a handout on the standards for granting variances. Discussion, including a question and answer period, followed.

2. DISCUSS MEETING RULES OF ORDER

Assistant City Attorney Westervelt presented information on Robert's Rules of Order, the parliamentary procedures under which official meetings of the City of Coon Rapids are conducted. She provided a handout including information on the purpose, basic principles, roles of the chair and how motions are made and debated under Robert's Rules. She also provided members with a copy of a question and answer presentation on Robert's Rules developed by the City Attorney's Office. A short discussion followed.

ADJOURNMENT

Board of Adjustment and Appeals Work Session Meeting Minutes

August 6, 2015

Page 2

MOTION BY COMMISSIONER SPANO-MADDEN, SECOND BY COMMISSIONER WIGEN TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.

Chairman Vande Linde declared the work session adjourned at 6:28 p.m.

Respectfully submitted,
Cheryl Bennett
Housing and Zoning Coordinator

DRAFT

**COON RAPIDS BOARD OF ADJUSTMENT AND APPEALS WORK SESSION MEETING
MINUTES OF AUGUST 6, 2015**

The meeting of the Coon Rapids Board of Adjustment and Appeals in work session was called to order by Chairman Vande Linde at 6:00 p.m. on Thursday, August 6, 2015, in Conference Room 3.

Members Present: Chairman Aaron Vande Linde, Commissioners Ronald Bradley, Teri Spano-Madden, Trish Thorup and Tracy Wigen

Members Absent: None.

Staff Present: Housing and Zoning Coordinator Cheryl Bennett and Assistant City Attorney Melissa Westervelt

CALL TO ORDER

Chairman Vande Linde called the work session meeting to order at 6:00 p.m.

Chairman Vande Linde noted for the record that all board members were present.

ADOPT AGENDA

MOTION BY COMMISSION SPANO-MADDEN, SECOND BY COMMISSIONER THORUP, TO ADOPT THE AGENDA. THE MOTION PASSED UNANIMOUSLY.

APPROVAL OF THE MARCH 5, 2015, WORK SESSION MEETING MINUTES

MOTION BY COMMISSIONER SPANO-MADDEN, SECOND BY COMMISSIONER THORUP TO APPROVE THE MARCH 5, 2015, WORK SESSION MINUTES AS PRESENTED. THE MOTION PASSED UNANIMOUSLY.

1. DISCUSS PROCESS REGARDING THE REVIEW AND DECISION MAKING PROCESS OF CONSIDERING VARIANCES

Assistant City Attorney Westervelt described the state's statutory requirements and City Code regulations governing the decision making process in the granting of variances from the requirements of code. The review process was discussed and members were provided a handout on the standards for granting variances. Discussion, including a question and answer period, followed.

2. DISCUSS MEETING RULES OF ORDER

Assistant City Attorney Westervelt presented information on Robert's Rules of Order, the parliamentary procedures under which official meetings of the City of Coon Rapids are conducted. She provided a handout including information on the purpose, basic principles, roles of the chair and how motions are made and debated under Robert's Rules. She also provided members with a copy of a question and answer presentation on Robert's Rules developed by the City Attorney's Office. A short discussion followed.

ADJOURNMENT

Board of Adjustment and Appeals Work Session Meeting Minutes

August 6, 2015

Page 2

MOTION BY COMMISSIONER SPANO-MADDEN, SECOND BY COMMISSIONER WIGEN TO ADJOURN THE MEETING. THE MOTION PASSED UNANIMOUSLY.

Chairman Vande Linde declared the work session adjourned at 6:28 p.m.

Respectfully submitted,
Cheryl Bennett
Housing and Zoning Coordinator

DRAFT



Board of Adjustment and Appeals - Regular Session

1.

Meeting Date: 10/01/2015

Subject: PC-53V; John and Kathy Bandstetter, Petitioners; Fence Setback Variance; 10441 Goldenrod Street

From: Cheryl Bennett, Housing and Zoning Coordinator

INTRODUCTION

The applicant is requesting a three-foot setback variance from City Code Section 11-1204.3(2) to locate a fence at the right-of-way line of 104th Lane NW where a three-foot setback is required.

ACTIONS

Conduct a Public Hearing
Decision by Board of Adjustment and Appeals
Appeal available to the City Council

60-DAY RULE

The application was received by at City offices on August 31, 2015. To comply with the requirements of Minnesota Statute §15.99, the City must take action by October 30, 2015.

DISCUSSION

Background

The subject property is located at 10441 Goldenrod Street. It is zoned Low Density Residential 2, a single-family residential zoning district. The property was platted as part of Forestwood Addition in 1979. The single-family residence was constructed in 1980. The lot and structure met City Code requirements at the time of development.

The boundary lines of the subject property include the rights-of-way for Foley Boulevard on the east, 104th Lane NW on the north and Goldenrod Street, a cul-de-sac, to the west. Foley Boulevard, between Highway 10 and Egret Boulevard, was reconstructed in 2014/2015 resulting in a taking of permanent easements for additional right-of-way along both Foley Boulevard and 104th Lane NW. To the rear of the lot, along Foley Boulevard, Anoka County Highway Department took an additional 4.76 feet of right-of-way. Adjacent to 104th Lane NW, which was terminated in a cul-de-sac adjacent to the applicant's rear yard, two feet of additional right-of-way was taken along the rear 60 feet of the applicant's lot. (The right-of-way taking is shown in blue on the aerial photograph attached to this report.) The taking was completed through condemnation action in which the property owner was awarded compensation for the taking and costs for replacement of the fence.

During the Foley Boulevard reconstruction project, a previously existing wood privacy fence was removed from the applicant's lot in the areas where additional rights-of-way were acquired. When the original fence was constructed, City Code permitted the fence to be placed at the property line, at a zero setback to the street right-of-way. In March of 2008, the City Council adopted new regulations regarding the construction and location of fences that resulted in a three-foot setback for fences along a public right-of-way. The purpose of the ordinance was to consolidate fencing regulations found throughout Title 11, Land Use Development Regulations of City Code, and to provide specific regulations regarding construction, maintenance, height and setbacks of fences. The proposed setback from public street rights-of-way, current City Code Section 11-1204.3(2), was to provide for "snow storage, safety and maintenance of public property" according to the staff report at the time. In addition to the boulevard—defined as the portion of the public street right-of-way not improved as roadway—the City maintains a 10-foot drainage and utility easement on the private property immediately adjacent to the right-of-way. The new setback requirement was intended, in part, to provide access to portions of this easement area without having to remove fence components.

The applicant is requesting a three-foot setback variance from City Code Section 11-1204.3(2) to reconstruct a privacy fence with a zero setback from the public street right-of-way for 104th Lane NW for a distance of 60.5 feet as measured from the east (rear) property line of Lot 1, Block 4, Forestwood Addition (according to the original recorded plat of Forestwood). If granted, this will allow a length of fence of approximately 56 feet to be constructed at a zero setback from that length of the right-of-way for 104th Lane NW where the additional two feet of right-of-way width was acquired. A temporary, semi-opaque fence has been erected at the approximate location of the required setbacks except for an angled section which encroaches into the required setback area near the location where it connects with the existing fence. (Parcel 55 referenced in the applicant's submission material is the parcel number for the right-of-way acquired by Anoka County during the construction project. It is parcel in Anoka County Highway Right-of-Way Plat No. 87, created for the Foley Boulevard reconstruction project.)

The applicant is also requesting that the area subject to the variance be extended further west along the north property line of the lot to include a portion of the original fence that was not disturbed during construction, measuring approximately 50 feet in length, so that a complete replacement of the screening fence can be undertaken for aesthetic reasons. This section of fence was made nonconforming in 2008 with the adoption of the three-foot setback requirement for fences from public rights-of-way. City Code provides that this nonconforming fence may be continued and Minnesota State Statute 394.36 Subd. 4, allows the property owner to continue the nonconformity, including through repair, replacement, restoration, maintenance, or improvement, but not including expansion. No variance is required to reconstruct this portion of the fence. The nonconformity does not extend to the fencing dislocated by the taking of additional right-of-way.

The applicant has also indicated a request to locate a portion of the fence within the public street right-of-way on 104th Lane NW that includes an angled section of fence in order to avoid two 90 degree turns in the fence. (Refer to the applicant's proposal drawing and the last paragraph of the applicant's narrative, attached to this report.) This approval cannot be obtained through the variance process, rather the applicant would need to seek an encroachment agreement from the City in a separate action.

Considerations

In order for a variance to be granted, the Board must make the following findings of City Code Section 11-304.9(2), Standards for Approval for granting variances. A variance may be granted only after the following findings are made:

1. The variance is in harmony with the general purposes and intent of the ordinance from which the

variance is requested.

The purposes and intent for setback requirements are to provide appropriate distances and opportunities for snow storage, safety and maintenance of public property. The applicant proposes to place the fence such that, at the closest point, it is located two feet from the curb of the bulb of the cul-de-sac on 104th Lane NW. This distance is inadequate for plowing and snow storage purposes and would increase time and resources necessary to push snow elsewhere while attempting to avoid damage to the fence. Two feet is not an adequate distance to safely accommodate a pedestrian or other user having to leave the pavement surface to avoid harm or injury. Reducing the setback would be contrary to the stated purposes and intent of the ordinance from which the variance is requested.

2. The variance is consistent with the Comprehensive Plan.

The Comprehensive Plan seeks to preserve the integrity of existing single-family neighborhoods. This goal can be furthered by ensuring adherence to land use regulations whenever possible. Requiring the fence be located at the required setback would not diminish the integrity of the property or the neighborhood.

3. The applicant demonstrates there are practical difficulties in complying with the ordinance from which the variance is sought. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Economic considerations alone do not constitute practical difficulties. In determining this standard, all the following must be met:

a. Unless the variance is granted, the property cannot be used in a reasonable manner. If a property can be used reasonably without the granting of a variance, it can be used in a reasonable manner.

There are no practical difficulties presented in locating a fence at the required setback. The property can be used reasonably without the granting of this variance and, therefore, used in a reasonable manner.

b. The variance requested must be the minimum to make reasonable use of the property.

The petitioner has not demonstrated that the variance requested is the minimum necessary to make reasonable use of the property.

c. The plight of the applicant or landowner is due to circumstances unique to the property not created by the applicant or landowner.

The need to relocate the fence resulted from the taking of additional right-of-way for two streets adjacent to this property. These circumstances were not created by the applicant or landowner, however, they are not unique to this property. Anoka County is in the process of upgrading Foley Boulevard from Highway 10 to Northdale Boulevard. During this project, nearly one-third (eleven of 39) of the residential streets intersecting with Foley Boulevard have been or will be cut off from accessing Foley Boulevard and terminated in a cul-de-sac.

d. The variance, if granted, will not alter the essential character of the locality.

If granted, the variance would place a 6-foot high wood privacy fence two feet off the curb of 104th Lane NW. Fences are generally located fourteen or more feet from the curb line of a public street.

The application for variance requires the applicant submit a written narrative explaining how the variance request meets the following criteria: explain the undue hardship that exists based upon circumstances

unique to the property, explain how the request allows the minimum improvement that would make possible the reasonable use of the property, explain how the request would not be detrimental to the neighborhood or the public welfare and explain how the variance would not grant a special privilege not common to other property in the same zoning district. The applicant's narrative is attached.

A proposed statement of reasons for denying the variance request is attached for your consideration.

RECOMMENDATION

In Case 15-53V, staff recommends the Board adopt the proposed Statement of Reasons for Denial Pursuant to Minn. Stat. §15.99, Subd.2., and deny the three-foot setback variance from City Code Section 11-1204.3(2) to locate a fence at a zero setback from a public street right-of-way where a three-foot setback is required based on the request failing to meet the findings required of City Code Section 11-304.9(2).

Attachments

City Code Section 11-1204

Aerial Photo 15-53V

Applicant's Proposal 15-53V

Applicant's Narrative 15-53V

Statement of Reasons for Denial 15-53V

COON RAPIDS CITY CODE
TITLE 11
LAND DEVELOPMENT REGULATIONS

Section 11-1204

11-1204 Fences and Walls. For the purpose of this Section, “Fence” includes any non-vegetative freestanding structure, including a wall, designed or functioning to impede movement across or mark a boundary, act as a barrier or enclosure, or obstruct vision; “Wall” is a fence made of rock, brick, concrete, or similar materials.

11-1204.1 Construction and Maintenance.

(1) Fences must be constructed in accordance with applicable building code and City Code provisions, in a professional and workmanlike manner, and of materials suitable and intended for the purpose for which they are used.

(2) Fences must be maintained in accordance with applicable building code provisions and Chapter 12, Building and Fire Codes, of the Coon Rapids Revised- 1982 City Code. Every fence must be maintained in a condition of good repair and must not be allowed to become a danger or fall into a state of disrepair. Any fence that becomes a danger or falls into a state of disrepair is hereby declared a nuisance. Any side of a fence facing a neighboring property or street must be finished. For this clause, a “finished” side means a side on which framing, supports, or posts are not visible.

(3) Electric, barbed, razor, wire, and chain link less than 11 gauge fences are prohibited.

(4) Maximum height without building permit: Six feet.

(5) Fences must be constructed of the same material for a minimum run length of 30 feet. No fence less than six feet in height may have boards, planks, or panels larger than 12 inches in width.

(6) No temporary fence may be permitted on any property for a period in excess of 30 days unless otherwise approved in writing by the City for good cause. Snow fences are allowed between November 1st and April 15th. A temporary fence is any fence that is not permanently secured or anchored to the ground by posts which are suitable to the fencing material used. Prohibited materials are not acceptable as a temporary fence.

11-1204.2 Location.

(1) A fence placed within a drainage or utility easement must not impede the flow of runoff or interfere with planned or installed utilities. The City or any utility company having authority to use such easement will not be liable for any damages, or to repair or replace such a fence, in the event it is moved, damaged, or destroyed in the maintenance of the easement or the installation, maintenance, or repair of utilities thereto.

(2) Walls are prohibited within drainage or utility easements.

(3) Fences are prohibited within site triangles as defined in subsection 11-1206.2(3).

11-1204.3 Setbacks.

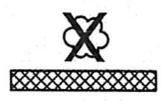
- (1) Property Boundary: Within the boundary lines.
- (2) Public Rights of Way, Trail or Sidewalk Easements: Three feet.

11-1204.4 Height Maximums.

- (1) Front Yard Setback: Four feet, except as provided in subsection 11-1204.4(6).
- (2) Street Side Yard, Single Family or Two-Family Residential Uses: Four feet; provided, if the front of the house faces the front yard, six feet between the rear lot line and the front of the house.
- (3) Interior Side Yard: Six feet.
- (4) Rear Yard: Six feet.
- (5) Side and Rear Yards where a Residential District abuts a Commercial, Industrial, or Office District: Eight feet.
- (6) Front or Street Side Yard, Commercial, Industrial or Office Districts: Four feet, except in an approved site plan.

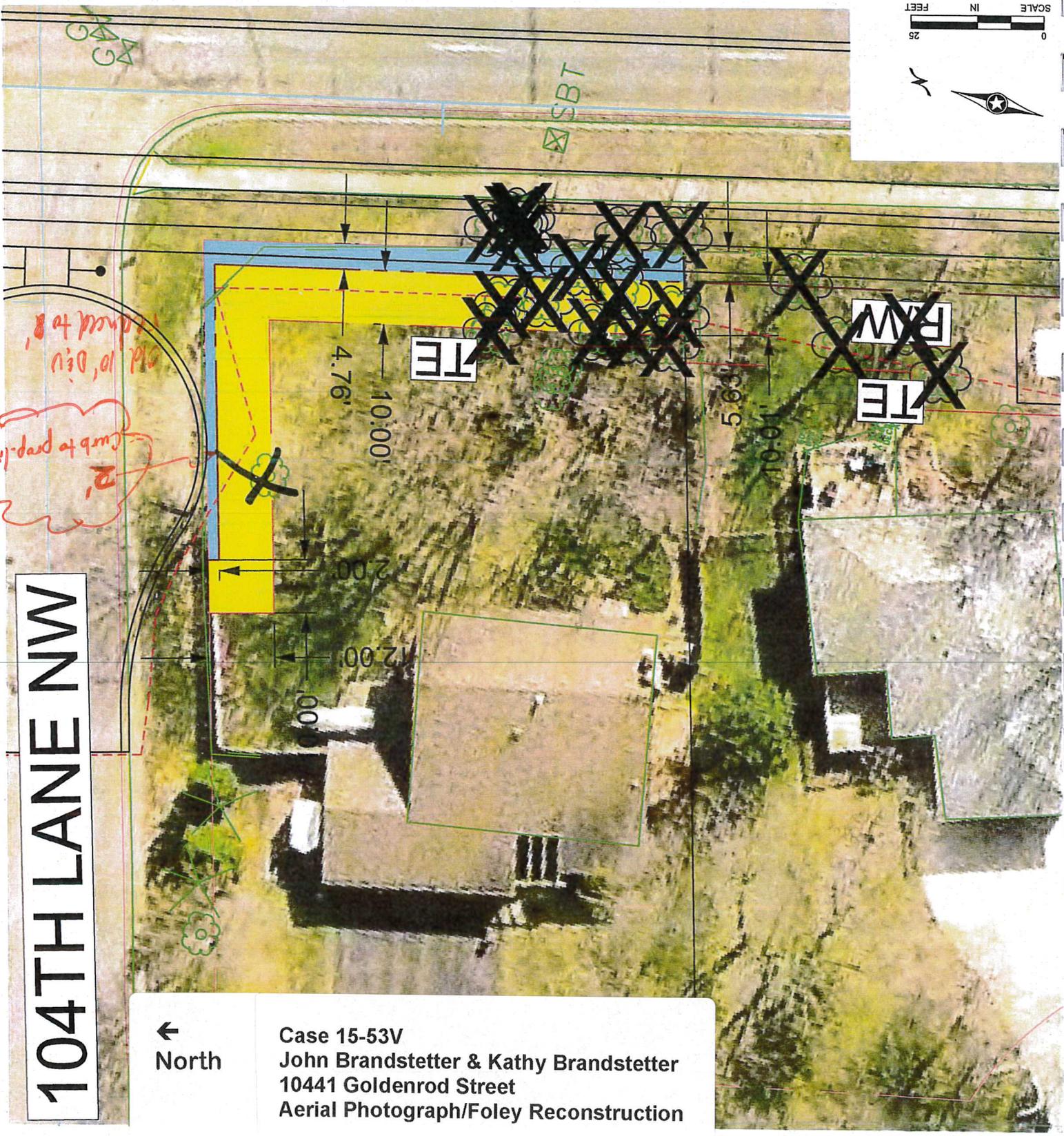
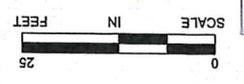
AREAS (SQ.FT)	NEW P.E.	NEW RW	558
T.E.	NEW P.E.	NEW RW	0
1452	0	558	

TREE REMOVAL
TREE REMOVAL



CONST. LIMITS
EXISTING FEATURES
PROPOSED FEATURES

LEGEND



104TH LANE NW

←
North

Case 15-53V
John Brandstetter & Kathy Brandstetter
10441 Goldenrod Street
Aerial Photograph/Foley Reconstruction

New sidewalk

← North

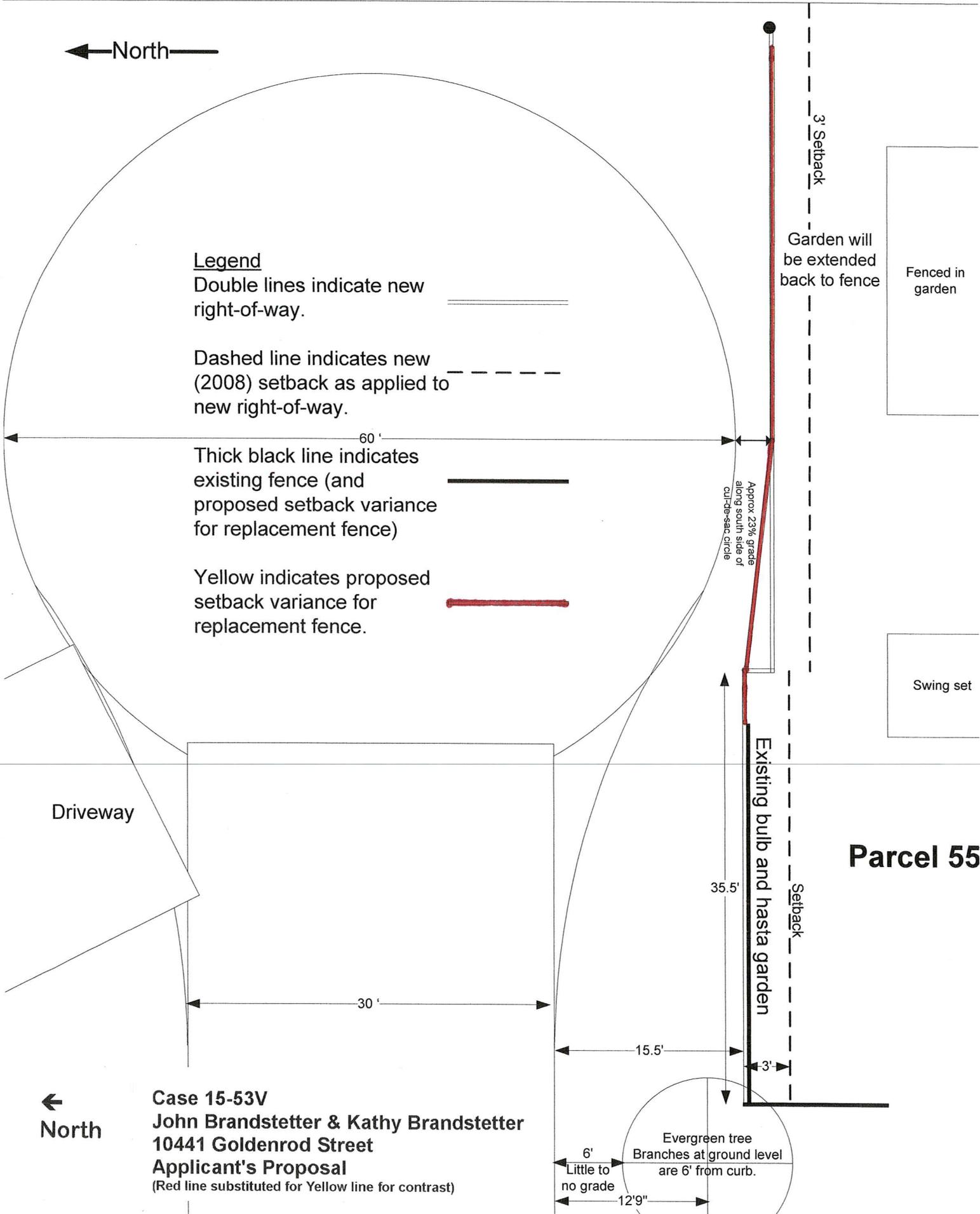
Legend

Double lines indicate new right-of-way.

Dashed line indicates new (2008) setback as applied to new right-of-way.

Thick black line indicates existing fence (and proposed setback variance for replacement fence)

Yellow indicates proposed setback variance for replacement fence.



Garden will be extended back to fence

Fenced in garden

Swing set

Parcel 55

Driveway

Existing bulb and hasta garden

35.5'

30'

15.5'

3'

← North

Case 15-53V
John Brandstetter & Kathy Brandstetter
10441 Goldenrod Street
Applicant's Proposal
 (Red line substituted for Yellow line for contrast)

6'

Little to no grade

12'9"

Evergreen tree
Branches at ground level
are 6' from curb.

Variance Request

Forestwood parcel 55

John and Kathy Brandstetter (owner and resident)
10441 Goldenrod St NW
Coon Rapids, MN 55448

johnbrandstetter@msn.com
kathybrandstetter@msn.com

Phone: 763-757-2192

Narrative explaining what variance is being requested:

As a part of the Foley Blvd reconstruction project, the intersection of 104th lane and Foley Blvd has been made into a cul-de-sac with no access to Foley Blvd. The new cul-de-sac has no driveways fully within the cul-de-sac circle (a portion of one driveway is within the cul-de-sac circle).

Forestwood parcel 55 is located south of 104th lane and west of Foley Blvd. This parcel had an existing fence prior to the reconstruction project. The fence was built prior to 2008 and was in good condition. A portion of the side yard fence (approx. 60 feet from the east right-of-way heading west along 104th lane) was removed to provide a temporary easement for the Foley Blvd reconstruction project. The remaining portion (the 35 ½ foot portion to the west along 104th lane as depicted as heavy black line in attached drawing) is still in place and is built along the right-of-way which is 15 ½ feet from the 104th lane curb.

In March 2008 the residential fence ordinances were consolidated as noted in Planning Case 08-03 March 4, 2008. During this consolidation process, a three foot setback from the public right-of-way was introduced. The setback was introduced "to allow for snow storage, safety and maintenance of public property."

Prior to the reconstruction project the fence on this parcel was grandfathered in and no issues have been reported regarding "snow storage, safety and maintenance" along the 104th Lane side yard. The right-of-way along the 104th lane roadway entering the cul-de-sac circle is 15 ½ feet from the curb with evergreen trees extending as close as 6 feet to the curb. Snow that has been plowed onto the side yard has not reached the lowest branches on the evergreen tree. This demonstrates that snow storage has not been an issue well within the current side yard with the existing fence. As this street is now a cul-de-sac, no new safety or maintenance issues are introduced with regard to the right-of-way as this cul-de-sac sees minimal traffic.

In order to maintain an aesthetic fence, the county Foley Blvd reconstruction project will pay for a complete fence replacement. However, by replacing the existing side yard fence, the portion of the fence that is not impacted by the creation of the cul-de-sac will need to be moved in 3

additional feet from the right-of-way due to the change in the ordinance in 2008. This creates a buffer of 18 ½ feet for “snow storage, safety and maintenance”. As noted above, the 15 ½ foot buffer has been more than sufficient for “snow storage, safety and maintenance”.

As owners and residents of this parcel, we are requesting a variance to this setback ordinance because if a portion of the fence had not been removed and the full fence replaced for the reconstruction project, it would remain grandfathered in and there have been no issues regarding “snow storage, safety and maintenance”. By adding the additional setback to the existing right-of-way in the area along this portion of 104th lane, we will lose access to currently utilized and maintained property within our fence. The loss of usable land within our fence is not necessary for the purposes that the setback was introduced (“snow storage, safety and maintenance”) as demonstrated by the lack of issues since the fence was first built. There is no public benefit to the additional 3 foot setback along this portion of the parcel. By reducing the usable size of the yard the value of the property is reduced, thus impacting the home value in this, and by extension, neighboring properties. This loss of property to the introduction of the additional setback in 2008 was not considered in the eminent domain agreement with the county. By allowing this variance, the neighborhood would not be detrimentally impacted. Granting the variance would only be a positively impacted as compared to the alternative. As this is a rare condition (county road reconstruction creating a cul-de-sac that causes temporary removal of existing fence and resulting in an additional loss of 3 feet of usable property), this variance would not grant a special privilege not common to other property in the same zoning district.

In addition, to make reasonable use of the property, and because there are no driveways within the cul-de-sac circle, we propose angling the fence to the right of way along the closest part of the cul-de-sac circle to allow for a more aesthetic look as compared to two 90 degree angles that are 3 feet apart along the side yard. To make reasonable use of the property surrounding the cul-de-sac circle, we propose that the fence be allowed up to the right-of-way at the point where it passes closest to the cul-de-sac circle and directly east along the right-of-way from that point. This allows ample space for snow storage and creates an aesthetic fence that will allow for a reasonable use of the fenced in yard space.

STATE OF MINNESOTA

BOARD OF ADJUSTMENT AND APPEALS

COUNTY OF ANOKA

CITY OF COON RAPIDS

IN THE MATTER OF APPLICATION FOR A THREE-FOOT SETBACK VARIANCE FROM CITY CODE SECTION 11-1204.3(2), JOHN AND KATHY BRANDSTETTER, PETITIONER, FOR THE PROPERTY LOCATED AT 10441 GOLDENROD STREET, COON RAPIDS, MINNESOTA.

CASE 15-53V

STATEMENT OF REASONS FOR DENIAL PURSUANT TO MINN. STAT. § 15.99, Subd. 2.

This matter came before the Board of Adjustment and Appeals on October 1, 2015, for a final decision subject to appeal to the City Council within ten days.

Based upon the testimonies received and upon all other information brought before the Board, the Board hereby denies the application based on the following reason(s):

1. The proposed fence setback of zero feet from the public street right-of-way does not meet the general purpose and intent of the setback ordinance to provide for snow storage, safety and maintenance of public property.

2. The petitioner has not demonstrated that there are practical difficulties in locating the fence at the required setback of three feet from the public right-of-way.

3. The petitioner has not demonstrated that the variance being requested is the minimum variance necessary to make reasonable use of the property. There are no physical constraints to locating the fence at the required setback line.

4. The property can be used in a reasonable manner without the granting of the requested variance. The property is zoned Low-Density Residential-2; the existing development on the property meets or exceeds the minimum development standards of this zoning district.

This decision will become a final agency decision unless appealed to the Coon Rapids City Council within ten days.

Adopted by the Coon Rapids Board of Adjustment and Appeals on a ____ to ____ vote this 1st day of October 2015.

Aaron Vande Linde, Chair

ATTEST:



Board of Adjustment and Appeals - Regular Session

2.

Meeting Date: 10/01/2015

Subject: Case 15-28V, Special Assessment Objection, Usman Mian, 1290 105th Avenue NW, 23-31-24-24-0074

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/19/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 5/26/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address). This property has been known by City staff to be vacant since 11/2014.

5/27/15 - The property was re-inspected. The yard was not mowed and remained in violation of City Code. Since compliance was not achieved, the \$300 penalty was charged and an abatement order was issued for the City's mowing crew to mow the property.

5/28/15 - The City's mowing crew went to the property to abate the violation and found the grass and/or weeds had been cut prior to their arrival and in compliance with City Code.

Regardless of whether the City abates the violation of long grass, the citation fee is charged if compliance is not met by the date of re-inspection.

Penalty charged: \$300

RECOMMENDATION

In Case 15-28V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents



Usman Mian
1290 105th Ave NW
Coon Rapids, MN 55433



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

RE: PIN# 23-31-24-24-0074

Address: 1290 105th Ave NW Coon Rapids, MN 55433

The reason of this violation was, I have had an injury to my ankle since last year. During month of May my ankle was in bad shape due to not being able to rest. That is the reason I could not cut the grass/weed by myself. I did try to hire someone to do for me but being the only income source of house hold of four I could not afford to hire someone.

Although, the yard had been mowed since the day I received the warning letter and it is in much better shape than before. I have and will continue to keep the yard mowed.

Please kindly wave the fine that I have been charged for above reason as I cannot afford to pay for it. It will be greatly appreciated.

Regards
Usman Mian
952-45

\$ 300



Property Report

Report Date: 8/10/2015

PROPERTY ADDRESS: 1290 105TH AVE

Work Order #60576

PIN: 233124240074

CLOSED

Weeds / Long Grass

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		5/19/15	GAZELKA, MIKE	Citation posted at property. weeds in front 6-9" grass weeds in back 8-16"
INFORMATION SENT		5/19/15	DRABCZAK, LEYA	Courtesy letter sent.
CITATION REINSPECT	5/27/15	5/27/15	GAZELKA, MIKE	Not cut; abate
ORDER ABATEMENT		5/27/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		5/27/15	HINTZE, CINDY	300
INFORMATION		5/28/15	ENGLE, GREGG	Grass was cut prior to mowing crew's arrival.

Files attached to this work order:

\\WorkOrder\60576\Long Grass Abatement_01.pdf

End of Report for 1290 105TH AVE

60576



Long Grass Complaint

Posted Address: 1290 - 105TH AVE

Date: 5-19-15 Time: 8⁰⁶ AM

Fine: \$ _____ Inspector: MIKE

Note: NEEDS IN FRONT 6"-9"
GRASS/WEEEDS IN BACK 8"-16"

For Office Use Only

Owner Occupied

Vacant

Rental WO# _____

of Weeds this Season: _____ Previously ~~Poste~~ date: _____



COON RAPIDS Minnesota

ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Posted

To: Owner/Occupant Address: 1290 - 105TH AVE
Coon Rapids, MN

This Administrative Citation is issued under Coon Rapids City Code Chapter 2-1100
On 5-19-15 at PPS, the grass and/or weeds were too long and in violation of City Code.

Compliance Date (deadline)	Violation & Corrective Action	City Code Section & Summary	Penalty
<u>5-26-15</u>		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	\$300.00

To avoid the \$300 penalty, you must do one of the following:

- 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.
- Contact the inspector below to arrange a time extension on or before the Compliance Date noted above.
- Appeal the inspector's decision on or before the Compliance Date by filling out and submitting the attached form. 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 this summer, 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 763-783-4767 to obtain help.

You can view the full City Code online at www.coonrapidsmn.gov/262630code 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.

[Signature]
Long Grass Inspector
763-951-7202

5/19/2015 8:11 AM







May 19, 2015

MIAN USMAN
1290 105TH AVE NW
COON RAPIDS, MN 55433

Address: **1290 105TH AVE**
COON RAPIDS, MN 55433

Administrative Citation: **#60576**

PIN: 233124240074

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 1290 105TH AVE, 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 05/26/2015, 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



Long Grass Reinspection

1290 105TH AVE

1290 105TH AVE

PIN:233124240074

Work Order # 60576

<u>Task Name</u>	<u>Proj. Start</u>	<u>Actual Start</u>	<u>COMMENTS</u>
CITATION ISSUED		5/19/15	Citation posted at property. weeds in front 6-9" grass weeds in back 8-16"
INFORMATION SENT			Courtesy letter sent
CITATION REINSPECT COMPLIANCE	5/27/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W/ OWNER			

Inspector Notes

Reinspected by: Mike Date: 5-27-15 Time: 8:02

Grass has been mowed

8"-10"
HOA

Order Abatement



Long Grass Abatement Order

Date Ordered: 5/27/2015

1290 105TH AVE 1290 105TH AVE PIN:233124240074	OWNER OCCUPIED Work Order # 60576
---	---

<u>Task Name</u>	<u>Proj. Start</u>	<u>Date</u>	<u>COMMENTS</u>
CITATION ISSUED		5/19/15	Citation posted at property. weeds in front 6-9" grass weeds in back 8-16"
INFORMATION SENT		5/19/15	Courtesy letter sent.
CITATION REINSPECT	5/27/15	5/27/15	Not cut; abate
ORDER ABATEMENT		5/27/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		5/27/15	300
ABATE			
INFORMATION			
COMMUNICATE W/OWN			

Abatement Notes

Staff: Todd Date: 05/28/15 Time: 12:15 pm

Casey

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: 10/01/2015

Subject: Case 15-29V, Special Assessment Objection, Raymond Warren, Jr., 2170 108th Avenue NW, 22-31-24-21-0015

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/20/15 - An Administrative Citation (\$300 penalty) was issued for parking a vehicle and a boat off pavement in the front or side yard. The citation established a compliance date of 5/27/15. The citation was mailed to the owner of record (same address).

5/28/15 - The property was re-inspected and the boat was still parked off pavement and remained in violation of City Code. Since full compliance was not achieved, the \$300 penalty was charged.

Penalty charged: \$300

6/1/15 - Since compliance was not met, a second Administrative Citation (\$600) was issued for parking off pavement. The citation established a compliance date of 6/8/15. The citation was mailed to the owner of record (same address).

6/4/15 - Property owner came in to City Hall to request and was granted a 30 day time extension. His plan was to install pavers to provide additional parking area. The new compliance deadline was set for 7/6/15. By signing a time extension agreement, the property owner waived his right to appeal any resulting citation fees and/or abatement costs.

7/7/15 - Property was re-inspected and found to be in compliance. Per City Code Chapter 2-1104, since this was a subsequent citation for the same violation and compliance was met by the compliance deadline, one half of the \$600 citation amount was waived.

Penalty charged: \$300 (this penalty is not eligible for appeal)

ACTION REQUESTED

In Case 15-29V, 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
ASSESSMENT APPEAL FORM**

8:20am
CITY OF COON RAPIDS RECEIVED
JUL 28 2015
BUILDING INSPECTIONS DEPT.

Complete the following information (PLEASE PRINT):

YOUR NAME: Raymond L. Warren, Jr.

ADDRESS OF PROPERTY BEING ASSESSED: 2170 108th Avenue NW, Coon Rapids, MN 55433

PROPERTY IDENTIFICATION NUMBER: 223124210015

YOUR HOME ADDRESS (if different than above): _____

HOME PHONE: N/A CELL PHONE: 763-

AMOUNT OF ASSESSMENT: \$300.00

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

Parking off pavement citation

REASON FOR APPEAL:

I received Citation No. 60607-25293, issued June 1, 2015, regarding parking of a vehicle off pavement in the front and side yard (Code 11-603.1(7)(I)). I went to the City Offices and signed a time extension agreement with Trevor White that stated that I would install pavers or asphalt on the area in question (next to my driveway) on or before July 6, 2015. Mr. White and I both signed that agreement. I installed the pavers before the July 6 deadline and called Mr. White's phone number listed on the citation letter (763-767-6427) on the morning of July 6, 2015 and left a message that I had the pavers installed, so it was ready for Mr. White to reinspect at his convenience. After leaving that message on Mr. White's voice mail, I never heard another word so I assumed Mr. White reinspected the area and all was good. You can imagine my surprise when I received an assessment for \$300 from the City of Coon Rapids for the code violation referenced above, which had already been corrected by me on or before the date Mr. White and I had agreed to previously, July 6, 2015.

I fulfilled my side of the agreement and don't feel that after July 6, 2015 I was in violation of the above-referenced City Code and therefore do not feel that I should be assessed \$300.00. I remedied the Code Violation as Mr. White and I had agreed to in writing and in good faith, by the July 6, 2015 deadline.

Signature: *Raymond L. Warren, Jr.* 7/28/15

ACTION BY THE BOARD:

OUTCOME OF MOTION: _____



Property Report

Report Date: 8/20/2015

PIN: 223124210015

OPEN

PROPERTY ADDRESS: 2170 108TH AVE

Work Order #60607

Yard And Lot Issues

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		5/19/15	WHITE, TREVOR	
CITATION ISSUED		5/20/15	WHITE, TREVOR	\$300 parking off pavement
CITATION REINSPECT	5/28/15	5/28/15	WHITE, TREVOR	No Change
CITATION FEE APPLIED		5/28/15	WHITE, TREVOR	\$300 parking off pavement applied
CITATION ISSUED		6/1/15	WHITE, TREVOR	\$600 Parking off pavement
COMMUNICATE W OWNEF		6/3/15	WHITE, TREVOR	Raymond Warren called and will be coming in to ask for an extension
COMMUNICATE W OWNEF		6/4/15	WHITE, TREVOR	Raymond Warren came in to City Hall to ask for a 30 day extension so he could install concrete or pavers to park the boat
TIME EXTENSION		6/4/15	WHITE, TREVOR	Signed time extension agreement: no further right to appeal
CITATION REINSPECT	7/7/15	7/7/15	WHITE, TREVOR	In compliance
CITATION FEE APPLIED		7/7/15	WHITE, TREVOR	Half of \$600: \$300 Parking off pavement applied

~ 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
Citation # 25239 11-603.1(7)(i) Parking and Drives.	5/19/15 5/27/15 compliance date	300	WHITE, TREVOR	Discontinue parking off pavement in the front and side yard.	RAYMOND WARREN Issue Date: 5/20/2015 2170 108TH AVE NW COON RAPIDS, MN 55433
Citation # 25293 11-603.1(7)(i) Parking and Drives.	5/28/15 6/8/15 compliance date	600	WHITE, TREVOR	Discontinue parking vehicles off pavement in the front and side yard.	RAYMOND WARREN Date: 6/1/2015 2170 108TH AVE NW COON RAPIDS, MN 55433

Files attached to this work order:

\\WorkOrder\60607\Time Extension2.jpg
\\WorkOrder\60607\Time Extension.jpg



2170 108TH AVE
CITATION # 60607-25239
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:



2170 108TH AVE
CITATION # 60607-25293
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:

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 only imposes a penalty for violating a City Code if a property owner does not correct the violation by the Compliance Date given. 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. To appeal or request a time extension, please fill out the form to the right. 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 get a time extension?

If you need more time beyond the Compliance Date to correct the violations, you may ask for a time 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 who issued 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 corrected 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 request a time extension or appeal the Citation.

Administrative Citation Number: 60607-2523

Property Address: 2170-108th Ave NW

Person(s) Responsible for Violation:

Raymond Warren

Responsible Party's Relationship to the Property

Owner

Other (specify): _____

I am appealing the Citation because:

Attach additional pages if needed.

I hereby waive further right to appeal this Citation and ask for a time extension of 30 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: Ray Warren

Print Name: Raymond Warren

Phone Number: 763-219-2529 Date: 5/4/15

Mailing Address:

2170-108th Ave. NW
Coon Rapids MN 55433

For ADCAP Staff only:

Notice rec'd date: 6/4/15 Initials: [Signature]

June
~~May~~ 4, 2015

Trevor White
Property Maintenance Inspector
City of Coon Rapids

RE: Citation No. 60607-25293
2170 108th Avenue NW
Coon Rapids, MN 55433
PIN: 223124210015

Pursuant to our telephone conversation on ~~May~~ *June* 3, 2015, I am requesting an extension of time to correct the parking violation cited in the above-referenced citation regarding Code Section 11-603.1(7)(I). My plan is to either put paver blocks down or have the area blacktopped, whichever is more cost effective and timely to install.

Thank you.

Raymond Warren



Re: 2170 108th Ave
Administrative Citation: # 60607-25293
Offense Date : 5/28/2015

AGREEMENT of the parties pursuant to 2-1106(1)
Dated: 6/4/2015

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 2-1106(1), 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 11:59 p.m. on July 6, 2015.
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.

Notice to Petitioner: By signing this document, you waive your right to further appeal this Citation. 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. Further by signing this document, you waive notice of any assessment hearing for the above fine(s) and costs of abatement if occurred and levied against the property. Specifically you waive your right to object/appeal said assessment as provided in Minnesota Statute 429.081 and agree that such fine(s) and costs may be assessed against your property.


Trevor White


RAYMOND WARREN

Property Maintenance Inspector



07/07/2015 14:30



Board of Adjustment and Appeals - Regular Session

4.

Meeting Date: 10/01/2015

Subject: Case 15-30V, Special Assessment Objection, Nera Muratovic, 12334 Norway Street NW, 12-31-24-22-0037

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty associated with code enforcement activity against the subject property in the amount of \$900 is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/1/15 - A City inspector knocked on door while investigating a possible unlicensed rental property. No one was at home. Photos of vehicles parked off of an improved surface were taken.

5/7/15 - An Administrative Citation (\$300 penalty) was issued for a vehicle parked off of an improved surface. The citation established a compliance date of 5/14/15. The citation was mailed to the owner of record (same address) and it was not returned to the City undeliverable.

5/28/15 - The property was re-inspected. Two vehicles were now parked off of an improved surface and the property remained in violation of City Code. Since compliance was not achieved, the \$300 penalty was charged.

Penalty charged: \$300

6/1/15 - Since compliance was not achieved, a second Administrative Citation (\$600 penalty) was issued for parking off of an improved surface. The citation established a compliance date of 6/11/15. The citation was mailed to the owner of record (same address) and it was not returned to the City undeliverable.

7/6/15 - The property was re-inspected. Three vehicles were now found parked off of an improved surface and the property remained in violation of City Code. Since compliance was not achieved, the \$600 penalty was charged.

Penalty charged: \$600

There was another later citation issued since the property remained in violation, but that penalty will be considered on a future special assessment roll. The property has since gained compliance.

Additionally, there had been \$4,500 worth of pending special assessments against this property as a possible unlicensed rental property but those were administratively removed since the property owner was able to verify that they have always been the owner occupants of the home and do not rent to tenants.

ACTION REQUESTED

In Case 15-30V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$900 special assessment in its entirety.

Attachments

Supporting Documents



CITY OF COON RAPIDS
ASSESSMENT APPEAL FORM



Complete the following information (PLEASE PRINT):

YOUR NAME: Dera Murcutovic

ADDRESS OF PROPERTY BEING ASSESSED: 12334 Norway St NW Coon Rapids mn 55448

PROPERTY IDENTIFICATION NUMBER: 12-31-24-22-0037

YOUR HOME ADDRESS (if different than above):

HOME PHONE: 612-221-1111 CELL PHONE: 612-221-1111

AMOUNT OF ASSESSMENT: 5,400.00

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

Parking off pavement and rental fee licence. (not renting see attached)

REASON FOR APPEAL:

See attached letter.

Not knowing that we can't park like we do it's because it's all the other neighbors do it so to us it looks ok. Never got any notices and we willing to work with the city and hope that they understand why I accept responser and why I think its ok.

Looks like city of Coon Rapids is in trouble with all the parked cars on the grass just in my zip code.

Signature: [Handwritten Signature]

ACTION BY THE BOARD:

OUTCOME OF MOTION:

Neru Murataic
12334 Norway St NW
Coon Rapids
612 7731 email n

7/29/15

at idd.com

To whom it may concern,

I Neru M. lived at this address since 2012. Never
rented or or left for longer than 28 days.
As a new-owner I didn't applied for homestead and
this is my only home. I will apply for that today
and thank you for that suggestion.

I never received any notices about citation or anything
from City of Coon Rapids, I am going to look into
that too. If I did I would for sure send
proof that I live here. If it wasn't yesterday's
visit I would never know about all this. Thank you
again for that.

About citation off Pavement I believe 3 cars were in
question. I've been here for 4 years and it was never
an issue. They were parked on the rock gravel. Now
if I don't see the same few houses down, street
next to us or whole Foley Blvd I would think
that I'm doing something wrong. Now when
we just moved in the house, it was in bad shape,
there was no grass and as we focused on
the inside we got notice for weeds from the
by and at that time cars were parked too
and that was few years back.

Yes I know I didnt respond to the letters as I didnt see any, but I believe there is warning that applies in this case, again cause I didnt get it I could not do anything about that, I would for sure.

Just last month we extended our driveway and rocks had some weeds, so maybe it looked like grass or not maintained but with the other expenses that is something we will work on in the fall.

From all this I learned that parking on rock gravel is not allowed but I see it every day all the time. I did know that city rep. drives around and will issue warning if cars are parked. Now from this morning driving down my street there is more than ten parked not rocks but green grass. I have pictures. I'm not trying to get anybody in trouble but its the fact, and that is why I didnt think I'm doing anything wrong with parking. Thank you for your time, when this meeting takes place we will be out of state but I will still be available over the phone if there is any questions or email is great too.

Phone # while gone from 9/24 - 10/19
612 605 8775

1
the

PROPERTY ADDRESS: 12334 NORWAY ST

COMMENTS

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECT		5/1/15	SMALL, MATT	Vehicle found parked off pavement during unlicensed rental inspection. Knocked on door - nobody home and photos taken.
CITATION ISSUED		5/7/15	SMALL, MATT	\$300 Citation issued to owner for parking off pavement.
CITATION REINSPECT	5/15/15	5/28/15	SMALL, MATT	Failed - 2 vehicles now located parked off pavement.
ASSESSMENT		6/1/15	SMALL, MATT	\$300 Citation sent to Assessing Department.
CITATION ISSUED		6/1/15	SMALL, MATT	\$600 Citation issued to owner for parking off pavement.
CITATION REINSPECT	6/12/15	7/6/15	SMALL, MATT	Failed - 3 vehicles now parked off pavement.
ASSESSMENT		7/10/15	SMALL, MATT	\$600 Citation sent to Assessing Department.
CITATION ISSUED		7/10/15	SMALL, MATT	\$1200 Citation issued to owner for parking off pavement.
APPEAL SUBMITTED		7/29/15	SMALL, MATT	Owner submitted written appeal for Citations - attached.
TIME EXTENSION		7/29/15	SMALL, MATT	Owner submitted 30 day extension to resolve violations - granted.
CITATION REINSPECT	7/24/15	8/20/15	SMALL, MATT	Failed 7.28.15 - spoke with owner onsite and claims that she received no notice of violations and has scheduled appointment at City Hall to resolve. Compliant on 8.20.15
COMPLIANCE		8/20/15	SMALL, MATT	Compliant - vehicles removed and owner plans to install approved driveway extension along east side of property. Explained to owner that driveway permit is needed for this type of installation.

~ 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
Citation # 25174 11-602.2(7)(i) Parking and Drives.	5/1/15 5/14/15 compliance date	300	SMALL, MATT	Remove all vehicles that are being parked off the driveway at the front and side yard. Park on the approved driveway surface or move inside.	NERA MURATOVIC ISSUE DATE: 5-7-2015 12334 NORWAY ST NW COON RAPIDS, MN 55448
Citation # 25299 11-602.2(7)(i) Parking and Drives.	5/28/15 6/11/15 compliance date	600	SMALL, MATT	Remove all vehicles that are being parked off the driveway at the front and side yards. Park on the approved driveway surface or move inside.	NERA MURATOVIC ISSUE DATE: 6-1-2015 12334 NORWAY ST NW COON RAPIDS, MN 55448
Citation # 25513 11-602.2(7)(i) Parking and Drives.	7/6/15 7/23/15 compliance date	1200	SMALL, MATT	Remove all vehicles that are being parked off the driveway at the front and side yards. Park on the approved driveway surface or move inside.	NERA MURATOVIC ISSUE DATE: 7-10-2015 12334 NORWAY ST NW COON RAPIDS, MN 55448

Files attached to this work order:
 \WorkOrder\60433\2015 Appeal.pdf
 \WorkOrder\60433\2015 Time Extension.pdf



Property Report

Report Date: 8/28/2015

PIN: 123124220037

CLOSED

PROPERTY ADDRESS: 12334 NORWAY ST

Work Order #60433

Yard And Lot Issues

COMMENTS

Vehicle found parked off pavement during unlicensed rental inspection. Knocked on door - nobody home and photos taken.
 \$300 Citation issued to owner for parking off pavement.
 Failed - 2 vehicles now located parked off pavement.
 \$300 Citation sent to Assessing Department.
 \$600 Citation issued to owner for parking off pavement.
 Failed - 3 vehicles now parked off pavement.
 \$600 Citation sent to Assessing Department.
 \$1200 Citation issued to owner for parking off pavement.
 Owner submitted written appeal for Citations - attached.
 Owner submitted 30 day extension to resolve violations - granted.
 Failed 7.28.15 - spoke with owner onsite and claims that she received no notice of violations and has scheduled appointment at City Hall to resolve. Compliant on 8.20.15
 Compliant - vehicles removed and owner plans to install approved driveway extension along east side of property. Explained to owner that driveway permit is needed for this type of installation.

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>
INSPECT	5/1/15	5/1/15	SMALL, MATT
CITATION ISSUED	5/7/15	5/7/15	SMALL, MATT
CITATION REINSPECT	5/15/15	5/28/15	SMALL, MATT
ASSESSMENT	6/1/15	6/1/15	SMALL, MATT
CITATION ISSUED	6/1/15	6/1/15	SMALL, MATT
CITATION REINSPECT	6/12/15	7/6/15	SMALL, MATT
ASSESSMENT	7/10/15	7/10/15	SMALL, MATT
CITATION ISSUED	7/10/15	7/10/15	SMALL, MATT
APPEAL SUBMITTED	7/29/15	7/29/15	SMALL, MATT
TIME EXTENSION	7/29/15	7/29/15	SMALL, MATT
CITATION REINSPECT	7/24/15	8/20/15	SMALL, MATT
COMPLIANCE	8/20/15	8/20/15	SMALL, MATT

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

<u>City Code</u>	<u>Inspection Date</u>	<u>Fine</u>	<u>Inspected By</u>	<u>Compliance Date & Instructions</u>	<u>Citation Issued To</u>
Citation # 25174 11-602.2(7)(i) Parking and Drives.	5/1/15 5/14/15 compliance date	300	SMALL, MATT	Remove all vehicles that are being parked off the driveway at the front and side yard. Park on the approved driveway surface or move inside.	NERA MURATOVIC ISSUE DATE: 5-7-2015 12334 NORWAY ST NW COON RAPIDS, MN 55448
Citation # 25299 11-602.2(7)(i) Parking and Drives.	5/28/15 6/11/15 compliance date	600	SMALL, MATT	Remove all vehicles that are being parked off the driveway at the front and side yards. Park on the approved driveway surface or move inside.	NERA MURATOVIC ISSUE DATE: 6-1-2015 12334 NORWAY ST NW COON RAPIDS, MN 55448

PROPERTY ADDRESS: 12334 NORWAY ST

PIN: 123124220037

Citation # 25513

11-602.2(7)(i) Parking and Drives.

7/6/15

7/23/15
compliance date

1200

SMALL, MATT

Remove all vehicles that are being parked off the driveway at the front and side yards. Park on the approved driveway surface or move inside.

NERA MURATOVIC

ISSUE DATE: 7-10-2015

12334 NORWAY ST NW

COON RAPIDS, MN 55448

Files attached to this work order:

\\WorkOrder\60433\2015 Appeal.pdf

\\WorkOrder\60433\2015 Time Extension.pdf

End of Report for 12334 NORWAY ST





ADMINISTRATIVE CITATION

Citation # 60433-25174

Violation Notice

NERA MURATOVIC
12334 NORWAY ST NW
COON RAPIDS, MN 55448

ISSUE DATE: 5-7-2015

Property Address: **12334 NORWAY ST**
COON RAPIDS, MN

PIN: 123124220037

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5/1/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/14/2015	Remove all vehicles that are being parked off the driveway at the front and side yard. Park on the approved driveway surface or move inside.	11-602.2(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-1 District.	\$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

12334 NORWAY ST
CITATION # 60433-25174
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:





SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 60433-25299

Violation Notice

NERA MURATOVIC
12334 NORWAY ST NW
COON RAPIDS, MN 55448

ISSUE DATE: 6-1-2015

Property Address: **12334 NORWAY ST**
COON RAPIDS, MN

PIN: 123124220037

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5/28/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/11/2015	Remove all vehicles that are being parked off the driveway at the front and side yards. Park on the approved driveway surface or move inside.	11-602.2(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-1 District.	\$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

12334 NORWAY ST
CITATION # 60433-25299
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:





Board of Adjustment and Appeals - Regular Session

5.

Meeting Date: 10/01/2015

Subject: Case 15-31V, Special Assessment Objection, Liquenda Allotey, 1040 105th Ave NW, 23-31-24-42-0037

From: Leya Drabczak, Housing Official

INTRODUCTION

Unpaid penalties in the amount of \$2100 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

1/23/2015 - City staff noted an electric limiter was installed on the meter at the above property and noted on a Connexus Energy disconnection list. Anoka County records indicated the property was classified as a non-homestead property and that the owner of record lives in Dallas Texas. Staff noted an assessment for delinquent utilities in the amount of \$547.33. A water shut off notice was posted by city staff due to the non-compliant electric service. During this time a tenant, identified as Mark, phoned the city to discuss the water shut off notice.

The property was monitored by staff during the month of February via the Connexus Energy disconnection list.

3/12/2015 - City staff noted the property remained on the disconnection list. Staff verified occupancy and issued a citation with a penalty amount of \$300.00 for operating a rental property without a Rental License. A compliance date of 4/2/2015 was established. The citation was mailed to owner of record.

4/24/2015 - City staff noted there had been no communication from the owner and that the City's mailing had not been returned as undeliverable. Staff verified that the dwelling was still occupied by the tenant.

Penalty charged: \$300

4/26/2015 - Since the property was still in violation of City Code, a subsequent Administrative Citation (\$600 penalty) was issued for operating a rental property without a Rental License. A compliance date of 5/25/2015 was established. The citation was mailed to owner of record.

5/29/2015 - City staff noted there had been no communication from the owner and mail was not returned as undeliverable. Staff verified the dwelling was still occupied by the tenant.

Penalty charged: \$600

5/29/15 - City staff noted the property was still not in compliance and another Administrative Citation (\$1200 penalty) was issued for operating a rental property without a Rental License. A compliance date of 6/29/2015 was established. The citation was mailed to owner of record.

7/9/2015 - City staff noted there had been no communication from the owner and mail was not returned undeliverable. Staff verified the dwelling was still occupied by the tenant.

Penalty charged: \$1200

7/31/2015 - The owner submitted an objection to the assessment. City staff noted the property was still occupied by the tenant and remained in violation of operating a rental property without a Rental License.

ACTION REQUESTED

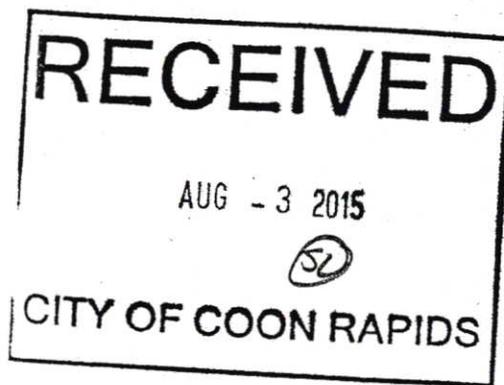
In case 15-31V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$2100 assessment in its entirety.

Attachments

Supporting Documents

The City Clerk,
City of Coon Rapids,
1115 Robinson Drive,
Coon Rapids, MN 55433-3761

July 31, 2015



Objection to Assessment

I am writing to object to the rental fee-rental license assessed to my property. The following are my reasons:

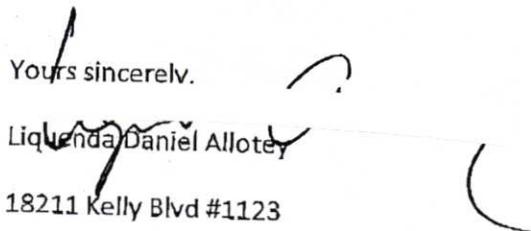
1. We still maintain the property at 1040 105th Ave NW as primary residence.
2. We do not consider the house as a rental property, because we did not rent it out, and do not have a rental contract with anyone.
3. We have also not informed anyone that this is a rental property and therefore unsure how the city would consider it as a rental property.
4. I got a job in Texas, and my family temporarily relocated to the Dallas area. Unfortunately, we painfully divorced and I had to find another temporary apartment to live in, pay my rent and my ex-wife's as well. My ex-wife was supposed to move back to Minnesota with our kids and live in the house, but she decided to move to another city in Dallas.
5. We had no choice but continue to have our church brother and distant relative be a caretaker for the house. He assists us by paying a portion of the mortgage, but this is not a rental relationship. If I was renting the house I would have rented it out to an outsider and notified the city accordingly. You may church with him. His name is M e.
6. Despite the above, I would like to say that, I had moved from my apartment at 1321 and live with my girlfriend at apartment 1123 at the same apartment complex. We had some disagreements and I had to move out for a while. During this period, I did not receive the letters for the assessments until I got this last letter.
7. I would like the city to know that I will be returning to Minnesota soon, and will be continuing to occupy the property.
8. Additionally, I am finding it difficult to pay the mortgage for the house. Given that the mortgage is escrowed, adding this assessment will certainly increase the monthly mortgage payment, leading to my inability to pay, and consequently assure the foreclosure of the house. This will be devastating, having kept this house the last 12 years and paid my entire mortgage and

23-31-24-42-0037

city/county taxes regularly. Almost all the houses around me were foreclosed, but I kept paying my mortgage despite the loss in value.

9. I am pleading with you not to go through with this assessment, and allow me to give my caretaker time to leave the house. This will give me the chance to find a renter to occupy the property and ensure I properly register with the city.
10. Things are already difficult here for me, and I hope you take my appeal into consideration and not approve the assessments.

Yours sincerely,


Liqueanda Daniel Allotey

18211 Kelly Blvd #1123

Dallas, TX 75287

NOTE: Please note that my apartment number is **1123**, not 1321.



Property Report

Report Date: 8/31/2015

PIN: 233124420037

CLOSED

PROPERTY ADDRESS: 1040 105TH AVE

Work Order #47657

Rental Complaint

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INFORMATION SENT		4/19/12	POSCH, MICHELLE	LETTER/PACKET - UTILITY BILLING
RENTAL VIOLATION		7/23/12	POSCH, MICHELLE	\$500 NO LICENSE - TWO MONTH EXTENSION - NO CHANGE
COMMUNICATE W OWNEF	5/15/12	5/15/12	POSCH, MICHELLE	OWNER CALLED AND SAID THERE IS FAMILY LIVING THERE FOR A YEAR WHILE THEY ARE TRANSFERRED. TALKED TO HER ABOUT RELATIVE HOMESTEAD. LEFT MESSAGE WITH PHONE # FOR ANOKA
ASSESSMENT		7/23/12	POSCH, MICHELLE	\$500 NO LICENSE ASSESSED - taken off assessment list -8/9/2012
RENTAL VIOLATION	8/31/12	8/9/12	POSCH, MICHELLE	\$1000 NO LICENSE - no charge
COMMUNICATE W OWNEF		7/26/12	DEGRANDE, KRISTIN	Property owner called about pending citations. She talked with Anoka County today to verify they received her relative homestead application - they had. Should be changed over soon.
COMMUNICATE W OWNEF		7/27/12	DEGRANDE, KRISTIN	Owner Shamara 651- called - she just talked again with Anoka Cty - her cousin is living in her house - cousins are not eligible for relative homestead so she was very upset and angry that city would require a rental license.
COMPLIANCE		8/9/12	POSCH, MICHELLE	SHAMARA 651- i - IS ON A BUSINESS TRIP IN TX AND NY. HER CHILDREN ARE HERE WITH HER COUSIN IN THE HOUSE UNTIL THEY GET BACK. SHOULD BE IN TWO WEEKS. HER HUSBAND LIQUEENDA IS IN TX. SHE LIVES HERE WHILE HE TRAVELS. SHE WILL CONTACT CTY REG ADDR.

Files attached to this work order:

- \\WorkOrder\47657\20120724133231806.pdf
- \\WorkOrder\47657\20120419082416183.pdf
- \\WorkOrder\47657\20121108153316835.pdf

Work Order #59742

Miscellaneous Housing Issues

OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
UTILITY DISCONNECT		1/23/15	MITLYNG, ADAM	electric limiter, posted water shut off
COMMUNICATE W OWNEF		1/23/15	HINTZE, CINDY	Owner Liqueinda 763- i left vmail regarding posting.
COMMUNICATE W OWNEF		1/26/15	HINTZE, CINDY	Returned call and it went right into voicemail. Left message stating Connexus needs to be contacted about getting bill paid/limiter removed and to call me back with an update.
INFORMATION		2/2/15	HINTZE, CINDY	Still on Connexus disconnection list.
INFORMATION		2/23/15	HINTZE, CINDY	Still on Connexus disconnection list.

PROPERTY ADDRESS: 1040 105TH AVE

PIN: 233124420037

UTILITY DISCONNECT
 COMMUNICATE W OWNEF
 INFORMATION

2/24/15 DRABCZAK, LEYA
 2/24/15 HINTZE, CINDY
 3/12/15 HINTZE, CINDY

Limiter still in place. Posted for water shut off with deadline of 3/11/15 or water will be shut off. Tenant Mark 763- called about posting. Explained limiter must be removed. He will call Connexus.
 Still on Connexus list.

Work Order #59983

OPEN

Rental Complaint

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INFORMATION	3/2/15	3/2/15	DRABCZAK, LEYA	per starlite owner is in dallas tx. per city w limiter is on site and tenant named mark has called regarding posting.
INFORMATION	3/2/15	3/2/15	DRABCZAK, LEYA	on 1/23/2015 property was on connexus disconnect list and has limiter on service. owner lives in texas on anoka co records. occupant is not owner and states he is the tenant, no license on file.
INFORMATION	3/2/15	3/2/15	DRABCZAK, LEYA	on 2/24/2015 staff noted that limiter was still on electric service and on disconnect list. info forwarded to housing department to issue citation for no rental license for property that is not occupied by owner of record.
CITATION ISSUED	3/2/15	3/2/15	DRABCZAK, LEYA	300.00 for no rental license for property is occupied by individual that is not the owner of the property
CITATION FEE APPLIED	4/24/15	4/24/15	DRABCZAK, LEYA	\$300.00 applied for no rental license no response from owner, mail not returned as undeliverable.
ASSESSMENT	4/24/15	4/24/15	DRABCZAK, LEYA	NO RESPONSE FROM OWNER 300.00 FORWARDED TO FINANCE DEPT
CITATION ISSUED	4/24/15	4/24/15	DRABCZAK, LEYA	600.00 FOR NO RENTAL LICENSE
CITATION FEE APPLIED	5/29/15	5/29/15	DRABCZAK, LEYA	no response from owner, 600.00 fee applied
ASSESSMENT	5/26/15	5/26/15	DRABCZAK, LEYA	600.00 citation forwarded to finance dept. no response from owner
INFORMATION	5/27/15	5/27/15	DRABCZAK, LEYA	mail not returned as undeliverable
INSPECTION FOLLOWUP	5/28/15	5/28/15	DRABCZAK, LEYA	property records show no change 4bb1 same owner, no mail returned no contact from owner. Property is still occupied by an individual who is not the owner of the property.
CITATION ISSUED	5/29/15	5/29/15	DRABCZAK, LEYA	mike g verified dwelling is occupied current Tenant Mark 763
CITATION FEE APPLIED	7/9/15	7/9/15	DRABCZAK, LEYA	1200.00 for no rental license for property that is occupied by individual who is not the owner of record.
ASSESSMENT	7/9/15	7/9/15	DRABCZAK, LEYA	\$1200.00 CITATION FEE APPLIED FOR PROPERTY THAT IS NOT OWNER OCCUPIED WITHOUT REQUIRED LICENSE.
COMMUNICATE W OWNEF	7/29/15	7/29/15	DRABCZAK, LEYA	no response from owner 1200.00 forwarded to finance dept. LD RETURNED CALL TO OWNER 5' } and left a message.

~ 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
Citation # 24993					
12-903(1) Rental Dwelling License Required.	3/2/15 4/2/15 compliance date	300	DRABCZAK, LEYA	OBTAIN RENTAL LICENSE FOR PROPERTY THAT IS NOT OWNER OCCUPIED	LIQUENDA D ALLOTEY ISSUE DATE 3/2/2015 18211 KELLY BLVD APT 1321 DALLAS, TX 75287

PROPERTY ADDRESS: 1040 105TH AVE

Citation # 25154

12-903(1) Rental Dwelling License Required.

4/24/15

5/25/15
compliance date

600

DRABCZAK, LEYA

OBTAIN RENTAL LICENSE FOR PROPERTY THAT IS NOT OWNER OCCUPIED.

LIQUENDA D ALLOTEY
ISSUE DATE 4/26/2015
18211 KELLY BLVD APT 1321
DALLAS TX 75287

Citation # 25287

12-903(1) Rental Dwelling License Required.

5/29/15

6/29/15
compliance date

1200

DRABCZAK, LEYA

OBTAIN RENTAL LICENSE FOR PROPERTY THAT IS NOT OWNER OCCUPIED

LIQUENDA D ALLOTEY
ISSUE DATE 5/29/2015
18211 KELLY BLVD # 1321
DALLAS TX 75287

End of Report for 1040 105TH AVE



ADMINISTRATIVE CITATION

Citation # 59983-24993

Violation Notice

LIQUENDA D ALLOTEY ISSUE DATE 3/2/2015
 18211 KELLY BLVD APT 1321
 DALLAS, TX 75287

Property Address: **1040 105TH AVE**
 COON RAPIDS, MN

 PIN: 233124420037

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 3/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
04/02/2015	OBTAIN RENTAL LICENSE FOR PROPERTY THAT IS NOT OWNER OCCUPIED	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

1040 105TH AVE
CITATION # 59983-24993
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 59983-25154

Violation Notice

LIQUENDA D ALLOTEY ISSUE DATE 4/26/2015
 18211 KELLY BLVD APT 1321
 DALLAS TX 75287

Property Address: **1040 105TH AVE**
 COON RAPIDS, MN

PIN: 233124420037

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/24/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/25/2015	OBTAIN RENTAL LICENSE FOR PROPERTY THAT IS NOT OWNER OCCUPIED.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

1040 105TH AVE
CITATION # 59983-25154
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:

1040 105TH AVE
CITATION # 59983-25287
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



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

6.

Meeting Date: 10/01/2015

Subject: Case 15-32V, Special Assessment Objection, Katie and Anthony Ficocello, 11434 North Heights Drive NW, 16-31-24-13-0096

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

6/23/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/30/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

6/29/15 - A representative from a property management company called and asked about the long grass citation. A copy of the citation was e-mailed to them, their questions were answered and they were made aware of the 6/30/15 compliance date. Anoka County property records indicate a foreclosure was initiated in February 2015.

7/1/15 - The property was re-inspected. The front yard was cut and in compliance but the back yard was not and remained in violation of City Code. Since full compliance was not achieved, the \$300 penalty was applied and an abatement order was issued for the City's mowing crew to mow the property.

7/2/15 - The City's mowing crew went to the property to abate the violation and found the grass and/or weeds had been cut prior to their arrival and the property was therefore in compliance with City Code.

Regardless of whether the City abates the violation of long grass, the citation penalty is charged if compliance is not met by the date of re-inspection.

Penalty charged: \$300

Additionally, there had been another pending special assessment against this property for a Vacant Property Monitoring fee (\$600). This fee was administratively removed after it was realized that it had

been charged in error.

RECOMMENDATION

In Case 15-32V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

To Whom this may concern.

We, Anthony and Katie Ficocello,
are writing to appeal the
assessments on our property.
Our property number is 16-31-24-13-0096.

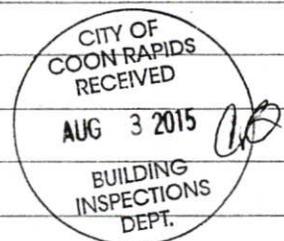
Thank You,

Anthony Ficocello 8/3/15

Katie Ficocello 8/3/15

11434 North Heights Drive NW

Citation Fee - Mowing & Weeds 6/23/15 \$300





Property Report

Report Date: 8/10/2015

PIN: 163124130096

CLOSED

PROPERTY ADDRESS: 11434 NORTH HEIGHTS DR

Work Order #61178

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		6/23/15	GAZELKA, MIKE	Citation posted at property. Backyard 8-12". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 5/19/15.
INFORMATION SENT		6/23/15	HINTZE, CINDY	Courtesy letter sent.
COMMUNICATE W OWNEF		6/29/15	DEGRANDE, KRISTIN	Keri from Five Brothers 586-619-3396 called about long grass citation. I called her back and left a voice mail - compliance date 6/30/15. If not mowed, \$300 citation fee will be charged and city crew will mow.
COMMUNICATE W OWNEF		6/29/15	DEGRANDE, KRISTIN	Keri from Five Brothers called back asking for a copy of the citation so she can forward to HUD and they can approve the work. I e-mailed photo of posted citation to kerim@fiveonline.com.
CITATION REINSPECT	7/1/15	7/1/15	GAZELKA, MIKE	Front cut; back is not cut; abate
ORDER ABATEMENT		7/1/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		7/1/15	HINTZE, CINDY	300
INFORMATION		7/2/15	ENGLE, GREGG	Grass was cut prior to mowing crew's arrival.

Files attached to this work order:

\\WorkOrder\61178\Long Grass.pdf

End of Report for 11434 NORTH HEIGHTS DR



Long Grass Complaint

Posted Address: 11434 N. HEIGHTS DR.

Date: 6/23/15 Time: 11²⁰

Fine: \$ _____ Inspector: MIKE B

Note: BACKYARD WEEDS 8" - 12"

For Office Use Only

Owner Occupied

Vacant

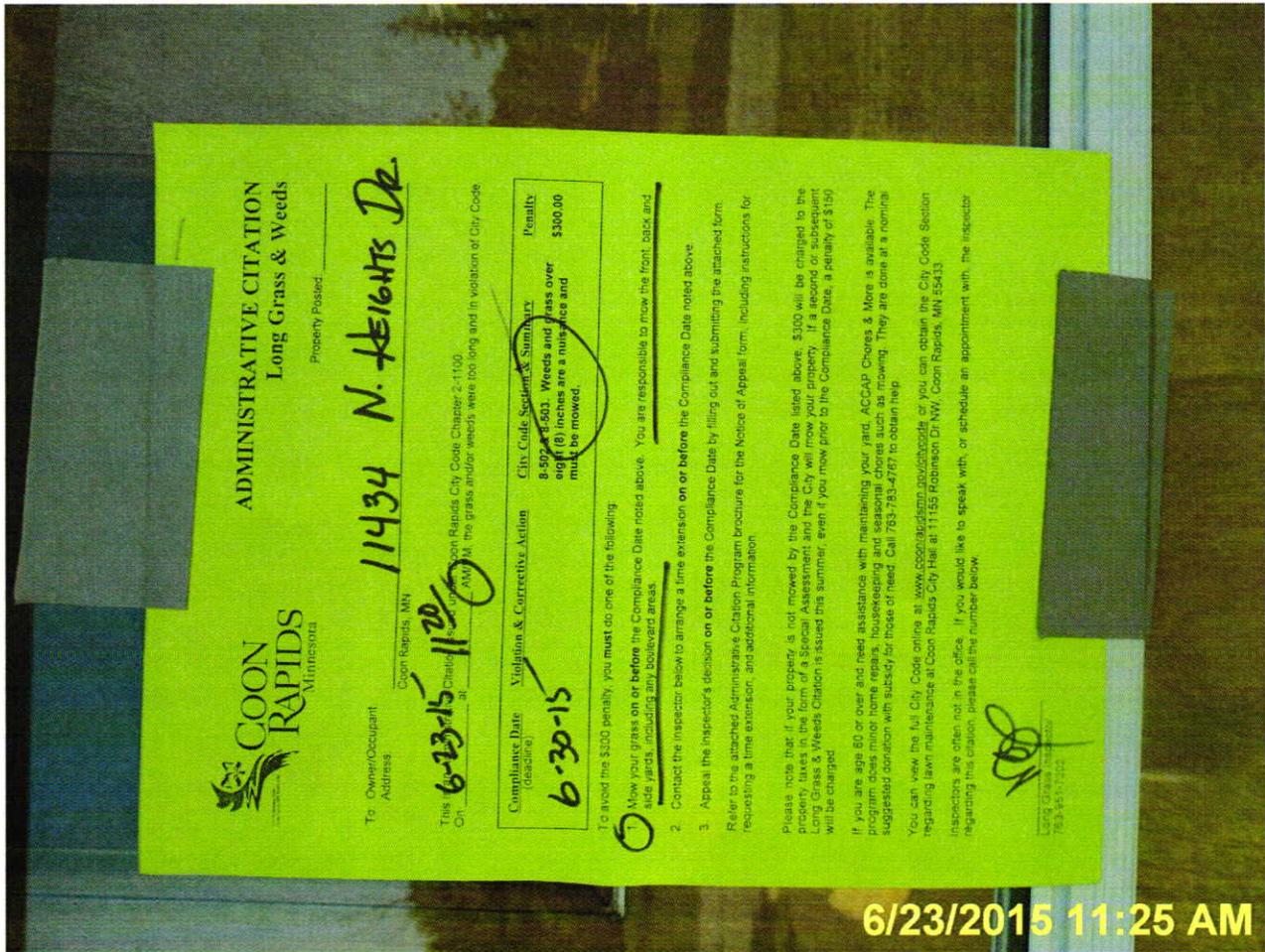
Rental WO# _____

of Weeds this Season: _____

Previously Posted date: 5.12.15



6/23/2015 11:24 AM



ADMINISTRATIVE CITATION
Long Grass & Weeds

Property Placed

11434 N. HEIGHTS Dr.

Coon Rapids, MN

To: Owner/Occupant
Address

This citation is issued in violation of City Code Chapter 2-1100
On: 6-23-15 11:20 AM. The grass and/or weeds were too long and in violation of City Code

Compliance Date (date)	Violation & Corrective Action	City Code Section & Summary	Penalty
6-30-15		8-592.4.503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	\$300.00

- To avoid this \$300 penalty, you must do one of the following:
- 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.
 - Contact the inspector below to arrange a time extension on or before the Compliance Date noted above.
 - Appeal the inspector's decision on or before the Compliance Date by filling out and submitting the attached form. 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 citation is issued, the City will charge a fee for mowing. They are done at a nominal suggested donation with subsidy for those in need. Call 763-783-4707 to obtain help.

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 for a nominal fee. Call 763-783-4707 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 55413.

Inspections 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.

[Signature]
LINDA J. HARRIS
763-783-4707

6/23/2015 11:25 AM





June 23, 2015

FICOCELLO KATIE A & ANTHONY B
11434 N HEIGHTS DR NW
COON RAPIDS, MN 55433-0000

Address: **11434 NORTH HEIGHTS DR**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#61178**

PIN: 163124130096

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 11434 NORTH HEIGHTS DR, 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 06/30/2015, 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



Long Grass Reinspection

11434 NORTH HEIGHTS DR

VACANT

PIN:163124130096

Work Order # 61178

Task Name	Proj. Start	Actual Start	COMMENTS
CITATION ISSUED		6/23/15	Citation posted at property. Backyard 8-12". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 5/19/15.
INFORMATION SENT		6/23/15	Courtesy letter sent.
COMMUNICATE W OWNI		6/29/15	Keri from Five Brothers 586-619-3396 called about long grass citation. I called her back and left a voice mail - compliance date 6/30/15. If not mowed, \$300 citation fee will be charged and city crew will mow.
COMMUNICATE W OWNI	6/29/15	6/29/15	Keri from Five Brothers called back asking for a copy of the citation so she can forward to HUD and they can approve the work. I e-mailed photo of posted citation to kerim@fiveonline.com.
CITATION REINSPECT COMPLIANCE	7/1/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			

Back not cut

Inspector Notes

Reinspected by: Mick

Date: 7-1-15 Time: 10:15

Grass has been mowed

Order Abatement



Long Grass Abatement Order

Date Ordered: 7/1/2015

11434 NORTH HEIGHTS DR

VACANT

PIN:163124130096

Work Order # 61178

<u>Task Name</u>	<u>Proj. Start</u>	<u>Date</u>	<u>COMMENTS</u>
CITATION ISSUED		6/23/15	Citation posted at property. Backyard 8-12". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 5/19/15.
INFORMATION SENT		6/23/15	Courtesy letter sent.
COMMUNICATE W OWNI		6/29/15	Keri from Five Brothers 586-619-3396 called about long grass citation. I called her back and left a voice mail - compliance date 6/30/15. If not mowed, \$300 citation fee will be charged and city crew will mow.
COMMUNICATE W OWNI		6/29/15	Keri from Five Brothers called back asking for a copy of the citation so she can forward to HUD and they can approve the work. I e-mailed photo of posted citation to kerim@fiveonline.com.
CITATION REINSPECT	7/1/15	7/1/15	Front cut; back is not cut; abate
ORDER ABATEMENT		7/1/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		7/1/15	300
ABATE			
INFORMATION			

Abatement Notes

Staff: Todd
Corey

Date: ~~07/1/15~~ 07/2/15 Time: 9:28am

Mowing crew cut & bagged

Grass was mowed prior to crew's arrival

was mowed

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

7.

Meeting Date: 10/01/2015

Subject: Case 15-33V, Special Assessment Objection, Andrea Waytashek, 9748 Foley Blvd. 25-31-24-24-0019

From: Trevor White,

INTRODUCTION

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

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

On 5/20/15 an Administrative Citation of \$300 was issued for junk and debris on the property. The citation established a compliance date of 5/28/15. The citation was mailed to the owner of record.

On 5/28/15 the property was re-inspected and the junk and debris remained in violation of City Code. Since full compliance was not achieved, the \$300 penalty was charged.

Penalty charged: \$300

On 6/1/15 a second Administrative Citation of \$600 was issued for junk and debris on the property. The citation established a compliance date of 6/9/15. The citation was mailed to the owner of record.

On 6/9/15 the property was re-inspected and found to be in compliance. Per City Code Chapter 2-1104, a subsequent citation for the same violation found to be in compliance by the compliance date will have one half of the \$600 citation waived.

Penalty charged: \$300

ACTION REQUESTED

In Case 15-33V, 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
8/3/15

7/29/15

Dear Coon Rapids City Council members,

This letter is to serve as my written appeal to the citations received on property address:

9748 Foley Blvd. NW Coon Rapids MN 55433
PIN # 25-31-24-24-0019.

I am very surprised to have any citation at all, much less 2 of them for \$600.00! When I received the notice on the door, I called to inquire the next day what was in violation. The man I spoke with told me the wood chips in the driveway, boards, and patio doors along the garage. He said I would not be charged as long as they were removed by "X" amount of days. (I don't remember exact dates or # of days anymore) This was good news, I had no problem getting the items into the garage by then. The day before "reinspection" or the deadline was up, I stayed until 9:00 p.m. making sure everything was gone that could be considered a citation.

I will admit, as I was working there the next day, I walked around the garage for something and noticed 2 small (2-3 foot) deck boards hiding in the grass that I missed. I sure hope I did not get charged \$ \$300.00 for 2 boards

2

that could not be seen from a short distance away. I worked very hard to comply with the warning to remove the items, and I feel that I did. For what it's worth, I immediately put those boards in the garage on the evening of the date things were already to be removed.

I still don't understand why I was charged initially? The man on the phone said no charge if things were removed on time from the notice on the door. If the initial \$300.⁰⁰ was already charged on the day of the notice, this seems extremely unfair to cite with no warning! I literally had the wood chips delivered the day of the warning on the door, and they were gone the next day.

The I am hoping to resolve this in fairness. In the past I have had and paid citations from the city even though I had people hired to (maintain lawn in that case). I paid because I did not witness if it was in violation or not and took the city's word for it. I personally was here for this and know that I was in compliance. (minus the 2 boards).

The same day I received warning for

3

The debris on the property, there was also a second notice posted to the door for potential H₂O shut off. I also filled out all the paperwork with this and was 100% compliant... My water was shut off without notice anyway. I had to reschedule people that were hired to come out and work on the property, very inconvenient. Once they verified I was telling the truth all along, I still had to call to make an appointment and wait to get H₂O back on.

So far I am feeling that whether you comply with the city or not, you still get charged and it doesn't get accounted for in final actions.

Sorry for the lengthy letter. I am unsure if I can make the meeting to appear before the board, although I will try. I want my feelings and side of the story to be heard prior to paying this large bill (that I feel is largely a mistake).

The lady on the phone said to include as much info as possible in the appeal including dollar amounts if you want it reduced. No one is going to like this, but I feel that I am an honest person, and I honestly feel the amount should be \$0. Thank you for hearing my words. →



Property Report

Report Date: 8/31/2015

PIN: 253124240019

OPEN

PROPERTY ADDRESS: 9748 FOLEY BLVD

Work Order #60561

Vacant Monitor

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		5/19/15	WHITE, TREVOR	Posted for water shut off. Elec: off/ Gas: on. Secure
CITATION ISSUED		5/20/15	WHITE, TREVOR	Vacant, building materials, junk and debris.
CITATION REINSPECT	5/28/15	5/28/15	WHITE, TREVOR	Still have building materials along garage
CITATION FEE APPLIED		6/1/15	WHITE, TREVOR	\$300 Junk and debris applied
COMMUNICATE W OWNEF		5/20/15	DEGRANDE, KRISTIN	Owner Andrea 763-212-1111 called re: water shut off posting. I explained that house is vacant & w/o elec, so that is why it was posted. She wants water left on so I explained waiver process and e-mailed waiver to her. They will be listing house.
INFORMATION		5/27/15	HINTZE, CINDY	This work order was accidentally created as a child work order to #60560. The link cannot be removed. It should not cause any issues.
WAIVER RECEIVED		5/26/15	HINTZE, CINDY	From Andrea Waytashek, 763-212-1111. Will have property inspected - electric was off at time of posting
INSPECTION FOLLOWUP		5/28/15	WHITE, TREVOR	inspected for waiver - electric is still off; meter is not moving at all
WAIVER DENIED		6/1/15	HINTZE, CINDY	Denied due to electric still off. Requested Public Works to close curbspot. Vacant property inspection required before water can be turned back on.
CLOSE CURB STOP		6/1/15	BAUTCH, JOSH	Turned water off.
CITATION ISSUED		6/1/15	WHITE, TREVOR	Building materials, junk and debris along garage
CITATION REINSPECT	6/9/15	6/9/15	WHITE, TREVOR	In compliance
CITATION FEE APPLIED		6/9/15	WHITE, TREVOR	Half of \$600 junk and debris: \$300 applied
COMMUNICATE W OWNEF		6/2/15	HINTZE, CINDY	Andrea replied by email to denied waiver stating electric has never been disconnected. They are at property several times each week using electricity.
INFORMATION		6/2/15	DEGRANDE, KRISTIN	Contacted Connexus Energy - electric service is connected. Waiver can be approved.
WAIVER APPROVED		6/3/15	HINTZE, CINDY	Expires 11-25-15. Approved after denial. Connexus confirmed electric is connected. OK for water to be turned back on if it was turned off already. Must be back on by 6/17/15 or inspection must pass.
OPEN CURB STOP	6/4/15	6/4/15	MARCOTTE, TODD	Checked meter installation, turned on curbspot (in yard). Reading: 01245652, serial# 86614147, id# 1834763205.
COMMUNICATE W OWNEF	7/28/15	7/28/15	DEGRANDE, KRISTIN	Owner Andrea 763-212-1111 called regarding assessment letter (\$300, \$300). I returned call and left a voice mail.
COMMUNICATE W OWNEF	7/29/15	7/29/15	DEGRANDE, KRISTIN	Owner called back. I explained assessments. She claims she never saw the 1st one. Will appeal.

PROPERTY ADDRESS: 9748 FOLEY BLVD

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

<u>City Code</u>	<u>Inspection Date</u>	<u>Fine</u>	<u>Inspected By</u>	<u>Compliance Date & Instructions</u>	<u>Citation Issued To</u>
Citation # 25248 8-109 Building Materials, Junk and Debris.	5/19/15 5/27/15 compliance date	300	WHITE, TREVOR	Remove building materials, and misc. junk and debris from outdoor storage in the front and side yard.	ANDREA WAYTASHEK Issue Date: 5/20/2015 703 109TH AVE NW COON RAPIDS, MN 55448
Citation # 25294 8-109 Building Materials, Junk and Debris.	5/28/15 6/8/15 compliance date	600	WHITE, TREVOR	Remove building materials and misc. junk and debris from outdoor storage.	ANDREA WAYTASHEK Issue Date: 6/1/2015 703 109TH AVE NW COON RAPIDS, MN 55448

Files attached to this work order:
\WorkOrder\60561\Denied Waiver_01.pdf
\WorkOrder\60561\approved waiver.pdf





ADMINISTRATIVE CITATION

Citation # 60561-25248

Violation Notice

ANDREA WAYTASHEK Issue Date: 5/20/2015
 703 109TH AVE NW
 COON RAPIDS, MN 55448

Property Address: **9748 FOLEY BLVD**
 COON RAPIDS, MN

PIN: 253124240019

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5/19/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/27/2015	Remove building materials, and misc. junk and debris from outdoor storage in the front and side yard.	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

9748 FOLEY BLVD
CITATION # 60561-25248
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:

9748 FOLEY BLVD
CITATION # 60561-25294
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:





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

8.

Meeting Date: 10/01/2015

Subject: Case 15-34V, Special Assessment Objection, Michael Grover, 10740 Grouse Street NW,
22-31-24-11-0016

From: Kristin DeGrande, Neighborhood
Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

6/2/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/9/15. The citation was posted at the property and a courtesy letter with information about the long grass citation was sent to the owner of record (in Bruno, Minnesota). This property has been known by staff to be vacant since December 2014. Anoka County property records indicate foreclosure action was initiated in January 2015.

6/9/15 - Property owner called and left a voice mail for City staff. A City inspector returned the phone call and left a voice mail regarding the long grass citation.

6/10/15 - The property was re-inspected. The yard was not mowed and remained in violation of City Code. The \$300 penalty was applied and an abatement order was issued for the City's mowing crew to mow the property.

6/12/15 - The City's mowing crew abated the violation.

Penalty charged: \$300

7/27/15 - Property owner called regarding this pending special assessment. He stated it was his understanding that US Bank has a contractor who mows this property.

RECOMMENDATION

In Case 15-34V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/3/15

To Assessing Department,

August 2, 2015

Property of concern is:

10740 Grouse St. NW
Coon Rapids, MN 55433

PIN#: 22-31-24-11-0016

Unfortunately over the past 2 years. I have ran into some financial issue which forced me to vacate the property and let US BANK foreclose on and take control of the fore mentioned address.

I have not lived at in this property since March of 2014. The bank has began foreclose process and was to be completed April 22. I was told that it needed to be handled judicially. To this date it has not been completed. They haven't informed me of any progress as of or closure of this issue.

I was informed I believe by letter (you have the new address correct) that if the property wasn't taken care of by June 12 the city of Coon Rapids would mow the property and an assessment fee would be levied (\$300.00).

I called US Bank (1-855-698-7627 X4256248) and spoke to Lila who my account was assigned to. I informed her of the situation and she contacted 5 Bothers property mgmt. to handle. She told me it would be handled and not to concerned about it.

I was ready to load my mower up and drive down to take of if they were NOT. Based on my conversation, things were being handled. So I did not make a special trip down.

I did have to come to the cities June 13th and did drive by the property and talk to my old neighbors to verify the property had been taken care of. It was and I assumed it was 5 Bros. who did it until I received the letter dated July 22 from your office.

After talking to the assessment person it was determined Coon Rapids mowed the property.

I contacted the bank shortly after receiving the letter, emailed and mailed a copy to US Bank as instructed. They told me in the 1st conversation that if there were any fines levied they would handle them.

She was going to bring the information to her supervisor and contact me with the progress. I have heard nothing as of today. I did call them back and asked for an update on July 31st but had to leave a message on phone mail. Still NO response. I will be calling them again Monday August 3 to follow up.

I hope they make contact with you soon. If I find any further information I will forward it on.

I have no choice but to leave it in there hands to pay which they said they would.

If you do need to contact me you have my current address and my telephone number is 612-555-1234

Thank you and sorry for this confusion,

A handwritten signature in black ink, appearing to read "Michael T. Grover", with a horizontal line underneath it.

Michael. T. Grover

Cc Curtis Walker / Jennifer Johnson
Walker and Walker Law Office, PLLC



Property Report

Report Date: 8/20/2015

PIN: 223124110016

CLOSED

PROPERTY ADDRESS: 10740 GROUSE ST

Work Order #60837

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		6/2/15	GAZELKA, MIKE	Citation posted at property. 8-18"
INFORMATION SENT		6/2/15	HINTZE, CINDY	Courtesy letter sent.
COMMUNICATE W OWNEF	6/10/15	6/9/15	DRABCAZAK, LEYA	Id returned call and left message for owner Michael Grover regarding long grass
CITATION REINSPECT		6/10/15	GAZELKA, MIKE	Not cut; abate
ORDER ABATEMENT		6/10/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		6/10/15	HINTZE, CINDY	300
ABATE		6/12/15	ENGLE, GREGG	Mowing crew cut & bagged grass. 20"
COMMUNICATE W OWNEF	7/27/15	7/27/15	DEGRANDE, KRISTIN	Owner Michael Grover 612-333-1111 called regarding pending assessment. Claims that US Bank's contractor mows it. I called back and left a vm - City crew mowed it and it was 20" tall. Have photos if he'd like me to e-mail to him.

Files attached to this work order:
 \WorkOrder\60837\grass abatement_01.pdf

End of Report for 10740 GROUSE ST



Long Grass Complaint

Weeds, Unkept Lawn And Landscape, Etc

SR:50389

Address: 10740 GROUSE ST

PIN: 223124110016

Scheduled Insp Date: 06/02/2015

By HINTZE, CINDY: 6/1/2015 10:49:58 AM
vacant

Inspector Notes

Unfounded _____

Posted Property _____

Fine \$ _____

Date: 6-2-15

Time: 7:46 AM

Additional Info:

GRASS — 8" — 18"

(5 Bros. MAINT ?)

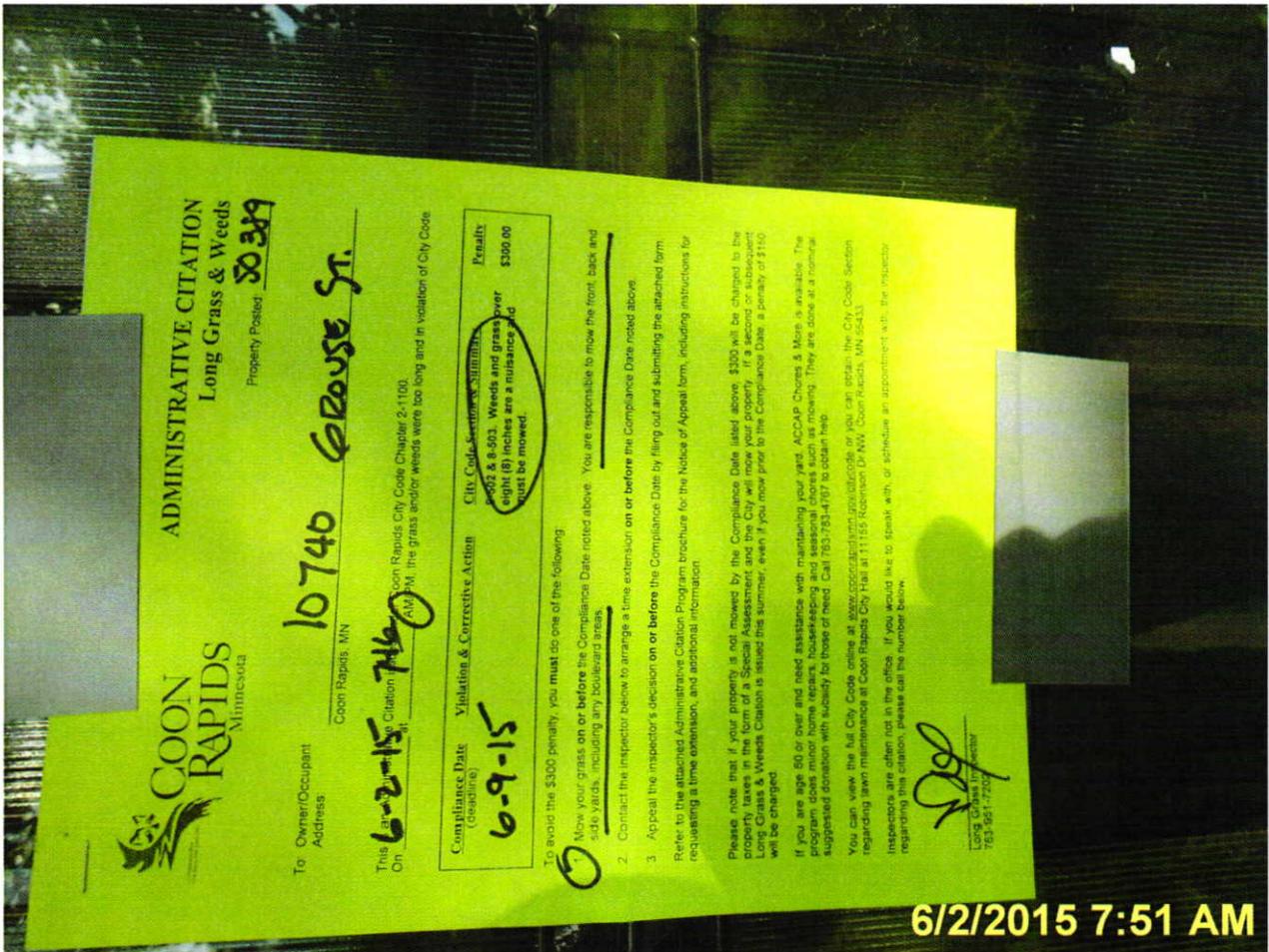
For Office Use Only

Owner Occupied

Vacant

Rental WO# _____

of Weeds this Season: _____ Previously Abated date: _____









June 02, 2015

GROVER MICHAEL T
73263 KNOTTY PINE RD
BRUNO, MN 55712

Address: **10740 GROUSE ST**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#60837**

PIN: 223124110016

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 10740 GROUSE 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 06/09/2015, 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



Long Grass Reinspection

10740 GROUSE ST

10740 GROUSE ST

PIN:223124110016

VACANT

Work Order # 60837

Task Name	Proj. Start	Actual Start	COMMENTS
CITATION ISSUED		6/2/15	Citation posted at property. 8-18"
INFORMATION SENT		6/2/15	Courtesy letter sent.
CITATION REINSPECT COMPLIANCE	6/10/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWNI			

Inspector Notes

Reinspected by: Mike

Date: 6-10-15

Time: 8:44

Grass has been mowed

Order Abatement



Long Grass Abatement Order

Date Ordered: 6/11/2015

10740 GROUSE ST 10740 GROUSE ST PIN:223124110016	VACANT Work Order # 60837
---	---

<u>Task Name</u>	<u>Proj. Start</u>	<u>Date</u>	<u>COMMENTS</u>
CITATION ISSUED		6/2/15	Citation posted at property. 8-18"
INFORMATION SENT		6/2/15	Courtesy letter sent.
CITATION REINSPECT	6/10/15	6/10/15	Not cut; abate
ORDER ABATEMENT		6/10/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		6/10/15	300
ABATE INFORMATION			
COMMUNICATE W OWNI		6/9/15	Id returned call and left message for owner regarding long grass complaint

Abatement Notes

Staff: Todd M Date: 06/12/15 Time: 12:30 pm

Corey B

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

9.

Meeting Date: 10/01/2015

Subject: Case 15-35V, Special Assessment Objection, Charles Okusanya, 1562 119th Lane NW, 11-31-24-32-0102

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$150 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

6/1/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/8/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (Spring Lake Park, Minnesota address).

6/10/15 - The property was re-inspected. The yard was cut and in compliance with City Code.

Penalty charged: \$0

6/16/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/23/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (Spring Lake Park, Minnesota address).

6/24/15 - The property was re-inspected. The yard was cut and in compliance with City Code. Since this was a second or subsequent violation, one-half of the penalty was waived resulting in a \$150 penalty (City Code Chapter 2-1104).

Penalty charged: \$150

RECOMMENDATION

In Case 15-35V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$150 special assessment in its entirety.

Attachments

Supporting Documents

8/4/15

To whom It May Concern

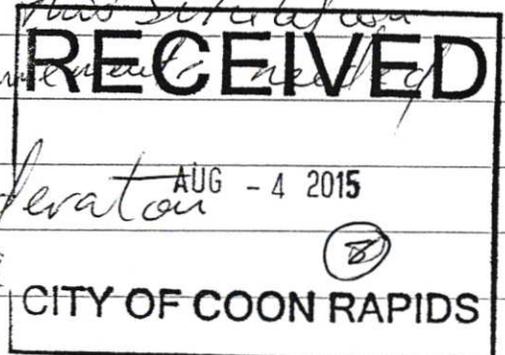
My Name is Charles Okusanya I own the property on 1562 119th Ln NW Coon Rapids, MN 55448 and I am Objecting this assessment for Medical reasons

Approximately 4 yrs ago I suffered a Myocardial infraction which is the Enlargement of the heart, I was hospitalized for a month and it was corrected by re-fitting me with a Defibrillator in the heart. After strenuous work if the heart beat reaches a certain threshold it goes off and I wouldn't wish that on my worst Enemy. It hurts really Bad.

I have gotten Notices and have adhered to deadlines Every time but this is why I have been slow with my yard work. Exercise is the ~~key~~ key to getting better I just get psychologically worried it will go off.

I would implore you to reconsider this assessment as I am also extending a promise to get better with this situation as I understand the requirements needed for the property.

Thank you for your consideration
Charles Okusanya



ATTENTION PROPERTY OWNER



Charles Okusanya
1562 119th Lane NW
Coon Rapids, MN 55448

July 22, 2015

PIN #: 11-31-24-32-0102

Notice is hereby given that the Coon Rapids City Council will consider adoption of proposed assessments on properties within the corporate limits of the City of Coon Rapids, Anoka County, Minnesota. See the attached Notice of Hearing for the scheduled hearing. At this hearing the City Council will refer any appeals to the Board of Adjustment and Appeals on October 1, 2015 for their recommendation.

You are receiving this letter because you have one or more proposed special assessments against your property at this time (itemized below). You must either pay the proposed pending assessments, allow them to be assessed to your property taxes, or submit a written objection appealing the assessments. All written objections must be submitted by the owner of records (not a tenant) to the City Clerk prior to 7 p.m. on Wednesday, August 5, 2015.

All written objections will be considered at the Board of Adjustment and Appeals meeting on Thursday, October 1, 2015 at 6:30 p.m. in the City Council Chambers.

If you filed an objection, you may appear before the Board of Adjustment and Appeals to provide testimony. You are not required to attend this meeting, but it will be your only opportunity to testify. **Appeals will be heard in the order received.** The Board of Adjustment and Appeals will then make a recommendation to the City Council for final approval on October 20, 2015.

The amount proposed to be assessed to your property is as follows:

PIN #: 11-31-24-32-0102

PROPERTY ADDRESS: 1562 119th Lane NW, Coon Rapids, MN 55448

Description(s):	*Amount(s):	Abatement/Violation Date(s):
Citation Fee-Mowing & Weed	\$150.00	6/24/15

*A certification fee of \$35.00 will be added for each violation if unpaid prior to the date of certification.

Payment options are as follows:

If paid on or before August 5, 2015: \$150.00
If paid after August 5, but on or before September 4, 2015: \$185.00

If paid after September 4, 2015, interest will be charged from the date of adoption of the assessment through December 31, 2016, and the assessment will be certified to the 2016 property taxes at an interest rate of **1.25%%** for 1 year(s).

Thereafter, on or before **November 14** of each year, the assessment may be paid in full. Call the Assessing Department for the added interest amount.

If mailing payment please include property address and PIN (11-31-24-32-0102). Checks can be made payable to City of Coon Rapids Treasurer and be mailed to:

City of Coon Rapids Assessing Dept.
11155 Robinson Drive NW
Coon Rapids, MN 55433

No additional notice or invoice will be sent regarding this assessment.

For questions regarding terms of payment, please call the Assessing Department at 763-767-6446. For questions regarding details on violation(s), please leave a message on the Assessment Information Line at 763-767-4685 and someone will get back to you as soon as possible.

Sincerely,

Assessment Clerk, City of Coon Rapids



Property Report

Report Date: 8/10/2015

PIN: 113124320102
CLOSED

PROPERTY ADDRESS: 1562 119TH LN

Work Order #60817

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		6/1/15	GAZELKA, MIKE	Citation posted at property. 8-13" Courtesy letter sent. GRASS CUT PER MIKE G
INFORMATION SENT		6/1/15	HINTZE, CINDY	
CITATION REINSPECT	6/9/15	6/10/15	GAZELKA, MIKE	
COMPLIANCE		6/10/15	HINTZE, CINDY	

Work Order #61072

Weeds / Long Grass

CLOSED

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		6/16/15	GAZELKA, MIKE	Citation posted at property. Front cut; back & sides 7-10". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 6/1/15. Courtesy letter sent. grass has been cut 150.00 minimum applies
INFORMATION SENT		6/16/15	HINTZE, CINDY	
CITATION REINSPECT	6/24/15	6/24/15	GAZELKA, MIKE	
COMPLIANCE		6/24/15	DRABCZAK, LEYA	
CITATION FEE APPLIED		6/24/15	DRABCZAK, LEYA	

Files attached to this work order:
 \WorkOrder\61072\Long Grass_001.pdf

End of Report for 1562 119TH LN



COON RAPIDS Minnesota **Long Grass & Weeds**
 Property Posted: **50376**

To: Owner/Occupant Address: **1562 - 119th Lane**
 Coon Rapids, MN

This is an Administrative Citation issued at **10:25 AM** on **6/1/15**. Coon Rapids City Code Chapter 2-1100 states that, after 5:00 AM PM, the grass and/or weeds were too long and in violation of City Code

Compliance Date (deadline)	Violation & Corrective Action	City Code Section & Summary	Penalty
6-8-15		8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.	\$300.00

To avoid the \$300 penalty, you must do one of the following:

- 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.**
- Contact the inspector below to arrange a time extension on or before the Compliance Date noted above.
- Appeal the inspector's decision on or before the Compliance Date by filling out and submitting the attached form. 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 this summer, 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 763-783-4767 to obtain help.

You can view the full City Code online at www.coonrapidsmn.gov/cocode 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.

6/1/2015 10:29 AM





June 01, 2015

OKUSANYA AJIBIKE
8097 MCKINLEY ST NE
SPRING LAKE PARK, MN 55432-0000

Address: **1562 119TH LN**
COON RAPIDS, MN 55448-0000

Administrative Citation: **#60817**

PIN: 113124320102

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 1562 119TH LN, 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 06/08/2015, 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



Long Grass Complaint

Weeds, Unkept Lawn And Landscape, Etc

SR:50573

Address: 1562 119TH LN

PIN: 113124320102

Scheduled Insp Date: 06/16/2015

By HINTZE, CINDY: 6/15/2015 11:54:16 AM
previously posted 6/1/15

Inspector Notes

Unfounded _____

Posted Property _____

Fine \$ _____

Date: 6-16-15

Time: 11:00

Additional Info:

FRONT cut —
BACK 3 SIDES — 7" — 10"

For Office Use Only

Owner Occupied

Vacant

Rental WO# _____

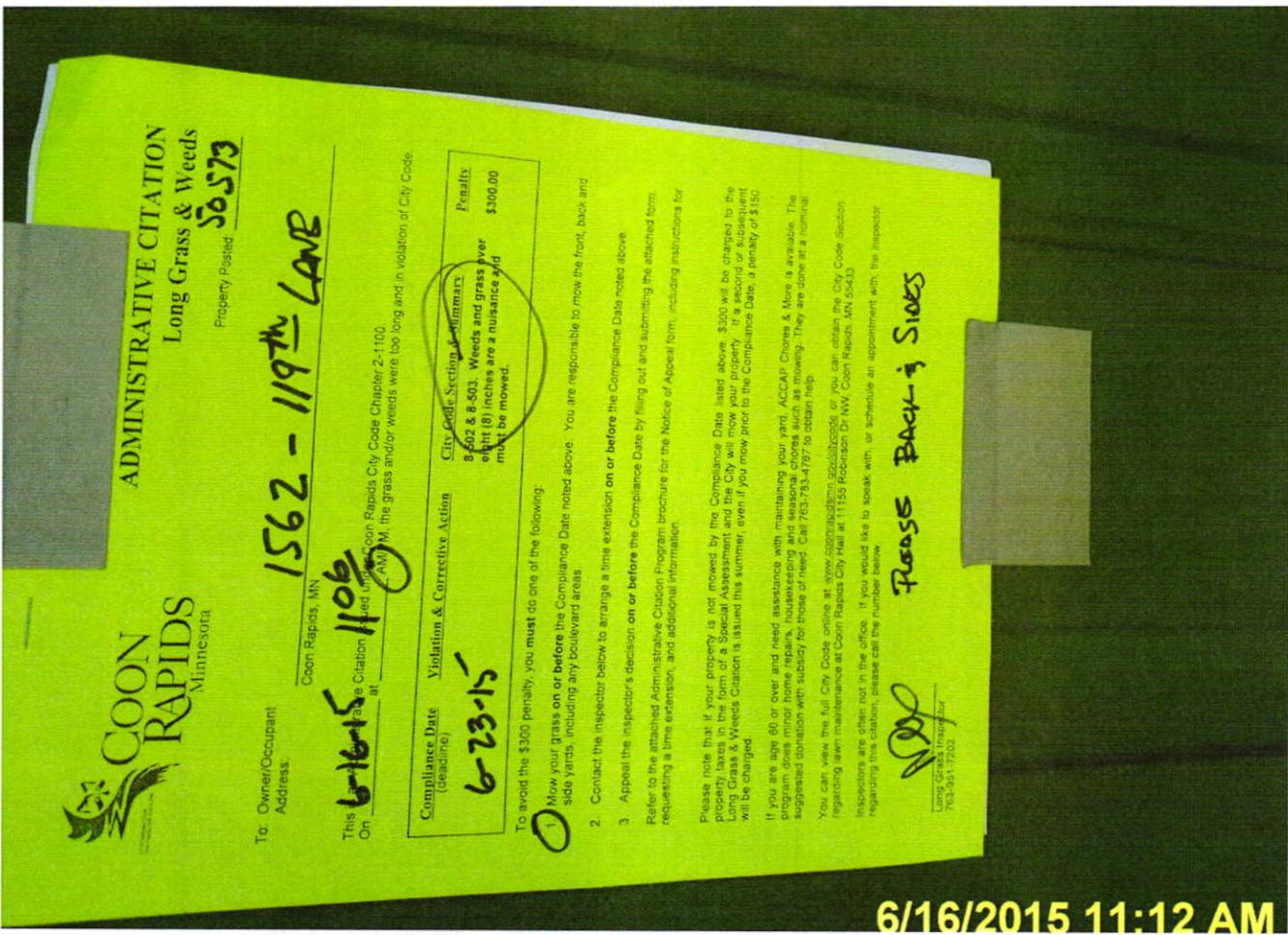
of Weeds this Season: _____ Previously Abated date: _____



6/16/2015 11:10 AM



6/16/2015 11:10 AM





June 16, 2015

OKUSANYAAJIBIKE
8097 MCKINLEY ST NE
SPRING LAKE PARK, MN 55432-0000

Address: **1562 119TH LN**
COON RAPIDS, MN 55448-0000

Administrative Citation: **#61072**

PIN: 113124320102

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 1562 119TH LN, 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 06/23/2015, 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



Long Grass Reinspection

1562 119TH LN

1562 119TH LN

OWNER OCCUPIED

PIN:113124320102

Work Order # 61072

Task Name	Proj. Start	Actual Start	COMMENTS
CITATION ISSUED		6/16/15	Citation posted at property. Front cut; back & sides 7-10". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 6/1/15.
INFORMATION SENT		6/16/15	Courtesy letter sent.
CITATION REINSPECT COMPLIANCE	6/24/15		
ORDER ABATEMENT			Entered work order to Gregg Engle at Public Works to mow property
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWN			

Inspector Notes

Reinspected by: MIXLO Date: 6-24-15 Time: 8:38 AM

Grass has been mowed

Order Abatement



Board of Adjustment and Appeals - Regular Session

10.

Meeting Date: 10/01/2015

Subject: Case 15-36V, Special Assessment Objection, Chad Morgan, 11021 Olive St NW, 14-31-24-44-0032

From: Leya Drabczak, Housing Official

INTRODUCTION

Unpaid penalties in the amount of \$900 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessments in this matter.

11/6/2014 - City staff mailed a rental license renewal form to both the owner of record and agent on file.

12/2/2014 - City staff received the owner's renewal application stating he no longer employs an agent and will be serving as the agent for this property. The previous agent, Renters Warehouse, held the required Crime Free Multi Housing Certificate Phase 1 for obtaining a rental license. The property owner did not hold the required certificate.

12/3/2014 - An Administrative Citation (\$300 penalty) was issued to the owner requiring he submit a Crime Free Multi Housing Certificate Phase 1 as required by City Code. A compliance date of 1/2/2015 was established. The citation was mailed to the owner of record.

12/8/2014 - City staff spoke to owner explaining the certificate requirement. It was explained that City Code requirements were in the original application for licensing when he applied for a Rental License in 2013 and had not changed. (These license requirements, Item 1 # 2 and #3 were specifically signed and dated by the owner on 01/11/2013). The violation occurred when the owner began acting as the agent. Staff informed the property owner to submit a class registration as soon as possible in an effort to avoid additional citation fees, as classes are provided at various times through Police Departments throughout the State and he would need to submit certificate after completing the class.

1/9/2015 - City staff reviewed the file and noted that class registration confirmation had not been received and the property remained in violation. A second Administration Citation (\$600 penalty) was issued to the property owner to obtain a Crime Free Multi Housing Certificate Phase 1. A compliance date of 2/19/2015 was established. The citation was mailed to the owner of record.

Penalty charged: \$300

2/26/2015 - City staff reviewed file and noted that the class registration had not been received and the property remained in violation. A third Administrative Citation (\$1200 penalty) was issued for owner to obtain a Crime Free Multi Housing Certificate Phase 1. The citation was mailed to the owner of record.

Penalty charged: \$600

3/16/2015 - Property owner stated to staff that he had attended the Coon Rapids Crime Free Multi Housing Certificate Phase 1 on March 5, 2015. City staff verified the information with the Coon Rapids Police Department.

Penalty charged: \$0

ACTION REQUESTED

In Case 15-36V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$900 special assessment in its entirety.

Attachments

Supporting Documents

8/3/2015

•••

Chad Morgan
3365 138th Lane NW
Andover, MN 55304

City of Coon Rapids
11155 Robinson Dr.
Coon Rapids, MN 55433



Appealing the Assessments

I am appealing the two assessments to Property address: 11021 Olive St. NW, Coon Rapids, MN 55448. PIN# 14-31-24-44-0032

When I first initially rented my property in Coon Rapids, I used Renters Warehouse. They handled everything with the city. They were not doing a very good job for me so when my renters lease was up I no longer needed their service. Until I received a citation I was unaware that I was missing a city requirement since Renters Warehouse did the set-up.

Assessment One for \$300 was sent to me on 1/2/15. I contacted the city because I was concerned that they didn't get my check for the rental license. This was not what the fine was about.

When I contacted the city they informed me that I needed to take a class called "The Coon Rapids Crime Free Multi-Housing Program.. I logged on to Coon Rapids city web site and found that they had a class available at Bunker Hills on March 5 so that is where I was going to full fill my rental requirement.

Here is my appeal. After receiving the first citation I contacted the city to get an explanation. I was informed that I just need to take the 8 hour class and everything would be fine. I assured the city that I would take the class. As soon as I got off the phone I found the class at Bunker Lake. I printed the sign-up form and marked it on my calendar. I was shocked when I received a second citation since the employee I talked to just told me everything was good as long as I took the class.

I was told by the assessment officer on 7/29/15 that the reason I received a Citation Two dated 2/9/15 is that I didn't communicate with the city in a timely fashion. I apologize for the lack of communication back to the city. I felt the after talking to the city official the first time that I was fine as long as I scheduled and took the class.

Chad Morgan

•••

I took my the 8 hour class and even stayed around after to talked to the Coon Rapids City employee to verify that everything was good and that the citation were taken care since I completed the class. I was concerned \$900 is a lot of money for being unaware of the class. I was informed after class that since I did the class everything was good. I wish I could recalled their name. But there were two city officials at the class. In closing I am sorry for not knowing about the safe rental class requirement. I am also sorry for not communicating better with the city about me intention of attending the class I selected. I lived at the house on Olive St. for 8 years prior to making it a rental property. This is the only rental I own. I am not in the business to make money. A \$900.00 citation would really affect us on so many levels. There are items I feel Renters Warehouse could have informed my about, and I feel I made a couple mistakes as well.

Thanks you for the consideration,



Chad Morgan

76.



Property Report

Report Date: 8/31/2015

PIN: 143124440032

OPEN

PROPERTY ADDRESS: 11021 OLIVE ST

Work Order #51479

Rental Renewal

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
APPLICATIONS				
CONVERSION FEE RCVD		1/15/13	POSCH, MICHELLE	PD \$545 CK NO 8846
CRIME FREE TRAINING		3/16/15	POSCH, MICHELLE	AGENT COMPLETED - no longer as agent as of 12/2/14 owner chad morgan completed at coon rapids on 3/5/2015
RENTAL INSPECTION	1/31/13	1/31/13	POSCH, MICHELLE	4 POINTS
LICENSE ISSUED		1/31/13	POSCH, MICHELLE	
LICENSE RENEWAL DUE		11/25/13		
NEXT INSPECTION DUE		4/29/15		
BACKGROUND CHECK		1/16/13	TONINATO, DESIREE	C/N 13-012107 completed on Chad William Morgan dob . i. Nothing found to prevent licensing.
FOLLOW-UP INSPECTION	2/19/13	1/31/13	POSCH, MICHELLE	4 points
EDUCATIONAL MATERIAL INFORMATION SENT		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
FEE PAID		11/4/13	POSCH, MICHELLE	renewal \$100
LICENSE ISSUED		11/25/13	POSCH, MICHELLE	PD \$100 CK NO 2013
LICENSE RENEWAL DUE		11/25/13	POSCH, MICHELLE	
INFORMATION SENT		4/29/15		
FEE PAID		11/6/14	HINTZE, CINDY	Renewal Sent \$170
RENEWAL ON HOLD		12/2/14	HINTZE, CINDY	Paid \$170 cashier's check 0951901942 - no longer has agent, but agent carried CFT certificate. Info to LD to issue citation.
CITATION ISSUED		12/2/14	HINTZE, CINDY	Info to LD to issue citation for no CFT - no longer has agent with certificate.
COMMUNICATE W OWNEF		12/8/14	DRABCZAK, LEYA	300.00 for no crime free certificate
COMMUNICATE W OWNEF		12/8/14	DRABCZAK, LEYA	ld ret'd call to owner & explained CFMH requirement required by city code enclosed in rental packet when he applied for the license in 2013. When owner fired agent there was no CFMH cert. creating a violation. owner to submit class registration asap.
CITATION FEE APPLIED ASSESSMENT		1/9/15	DRABCZAK, LEYA	ld asked owner to submit certificate as classes are offered throughout the state and are not issued by the housing department.
CITATION ISSUED		1/9/15	DRABCZAK, LEYA	NO RESPONSE FROM OWNER, NO CLASS REGISTRATION FORM RECEIVED.
		1/9/15	DRABCZAK, LEYA	300.00 FORWARDED TO FINANCE DEPT
		1/9/15	DRABCZAK, LEYA	600.00 FOR NO CRIME FREE ON FILE. NO RESPONSE FROM OWNER, NO MAIL RETURNED AS UNDELIVERABLE. NO CLASS REGISTRATION SUBMITTED.

PROPERTY ADDRESS: 11021 OLIVE ST

CITATION FEE APPLIED 2/26/15 DRABCZAK, LEYA NO RESPONSE FROM OWNER, MAIL NOT RETURNED. NO REGISTRATION FROM RECEIVED FROM OWNER. 600.00 FORWARDED TO FINANCE DEPT

ASSESSMENT 2/26/15 DRABCZAK, LEYA 600.00 FORWARDED TO FINANCE DEPT. NO RESPONSE FROM OWNER

CITATION ISSUED 2/26/15 DRABCZAK, LEYA 1200.00 for no crime free certificate on file

COMPLIANCE 3/16/15 DRABCZAK, LEYA crime free compliant per matt small. owner did not submit certificate. staff had to verify attendance on sign up sheet with coon rapids police department. (1200.00 citation fee will not be applied.)

RENTAL INSPECTION 4/6/15 SMALL, MATT Re-scheduled with owner. Completed 2 points - 3 year inspection cycle. Repairs verified completed next day.

INFORMATION 4/14/15 DRABCZAK, LEYA id posted water shut off notice regarding meter that was not reading correctly at the request of the utility billing department. All calls made by utility billing have not been returned by owner.

LICENSE ISSUED 4/29/15 SMALL, MATT

LICENSE RENEWAL DUE 1/1/16

NEXT INSPECTION DUE 1/1/18

COMMUNICATE W OWNEF 7/28/15 DEGRANDE, KRISTIN Owner Chad 7. i6 called about pending assessments (\$300, \$600). We talked through the timeline and explained the appeal process. He will most likely appeal.

COMMUNICATE W OWNEF 8/3/15 DEGRANDE, KRISTIN Owner Chad called back with questions about \$35/assessment admin fee - not charged until after appeal is heard on 10/1/15. Also asked what date he attended Crime Free Class - 3/5/15. Ok. He will submit appeal tomorrow.

~ 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
Citation # 24824 12-915 Crime Free Housing Program	12/3/14 1/2/15 compliance date	300	DRABCZAK, LEYA	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	CHAD MORGAN DATE 12/3/2014 3365 138TH LN NW ANDOVER, MN 55304
Citation # 24894 12-915 Crime Free Housing Program	1/9/15 2/9/15 compliance date	600	DRABCZAK, LEYA	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	CHAD MORGAN ISSUE DATE 1/9/2015 3365 138TH LN ANDOVER, MN 55304
Citation # 24990 12-915 Crime Free Housing Program	2/26/15 3/26/15 compliance date	1200	DRABCZAK, LEYA	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	CHAD MORGAN ISSUE DATE 2/26/2015 3365 138TH LN ANDOVER, MN 55307

Files attached to this work order:
 \WorkOrder\51479\background letter_0058-11.pdf
 \WorkOrder\51479\20130117143100188.pdf
 \WorkOrder\51479\20130115132430509.pdf

PROPERTY ADDRESS: 11021 OLIVE ST

- \WorkOrder\51479\20131125125350151.pdf
- \WorkOrder\51479\20130131115853516.pdf
- \WorkOrder\51479\2015 License and Insp Rprt.pdf
- \WorkOrder\51479\2015 Insp Letter.pdf

End of Report for 11021 OLIVE ST

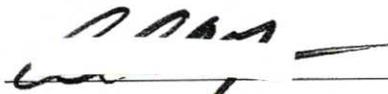
Rental License Application

Applicant must initial each section and sign at the bottom.

By initialing each section you are acknowledging an understanding of key provisions of City Ordinance Chapter 12-900 regarding the Licensing of Rental Property.

1. CM I understand that by owning rental property in Coon Rapids, I am operating a business in a residential zone of the city.
2. CM I have received a copy of City Ordinance Chapter 12-900, Licensing of Rental Dwellings, and understand I am subject to the requirements contained therein.
3. CM I or my manager has attended or is scheduled to attend a *Crime Free Rental Housing Phase 1* training or its equivalent (12-915).
4. CM I understand the rental property must pass a rental property inspection conducted by a City Housing Inspector, and must continue to maintain the property accordance with provisions of 12-914.
5. CM I understand I must screen all potential tenants by using a written rental application which contains sufficient information to conduct a Criminal Background check and a Credit History check (12-903).
6. CM I must use a written lease for all tenants (12-903).
7. CM In addition to a written lease, I understand my tenants must also sign a "Lease Addendum for Crime-Free/Drug-Free Housing" (12-903).
8. CM I understand the City will conduct a Criminal Background Investigation on the Property Owner consistent with the provisions of 12-904.
9. CM I understand I must provide 24 hour contact information for a person who resides within the twin city metropolitan service area who is responsible for code compliance of the rental property. This person will be either the owner or manager of the property (12-903).
10. CM I understand the City Manager may deny or not renew a license and the City Council may revoke or suspend a rental license for failure to address any tenant or property issues as provided for in 12-916.
11. CM In addition to any other sanctions or administrative penalties, it is a Misdemeanor to operate a rental dwelling in the City without a license for each building (12-921).
12. CM I understand my rental license is not transferrable (12-905).
13. CM I understand my rental license must be renewed annually (12-907).

The undersigned acknowledges that this is a partial listing of provisions within City Ordinance Chapter 12-900, and that a complete understanding of the ordinance can only be had by thoroughly reading it in its entirety. The purpose of providing this list is to address questions frequently asked by license applicants.

Applicant Signature: 

Date: 01-11-13

LEASE ADDENDUM FOR CRIME-FREE/DRUG-FREE HOUSING

In consideration of the execution or renewal of a lease of the dwelling unit identified in the lease, Owner and Resident agree as follows:

1. Resident, any members of the resident's household or a guest or other person under the resident's control **shall not engage in illegal activity, including drug-related illegal activity, on or near the said premises.** "Drug-related illegal activity" means the illegal manufacture, sale, distribution, purchase, use or possession with intent to manufacture, sell, distribute, or use of a controlled substance (as defined in Section 102 or the Controlled Substance Act [21 U.S.C. 802]) or possession of drug paraphernalia.
2. Resident, any member of the resident's household or a guest or other person under the resident's control **shall not engage in any act intended to facilitate illegal activity,** including drug-related illegal activity, on or near the said premises.
3. Resident or members of the household **will not permit the dwelling to be used for, or to facilitate illegal activity,** including drug-related illegal activity, regardless or whether the individual engaging in such activity is a member of the household.
4. Resident or members of the household will not engage in the manufacture, sale, or distribution of illegal drugs at any locations, whether on or near the dwelling unit premises or otherwise.
5. Resident, any member of the resident's household, or a guest or other person under the resident's control **shall not engage in acts of violence or threats of violence,** including but not limited to the unlawful discharge of firearms, prostitution, criminal street gang activity, intimidation, or any other breach of the rental agreement that otherwise jeopardizes the health, safety or welfare of the landlord, his agents or tenants.
6. **VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF TENANCY.** *A single violation of any of the provisions of this added addendum shall be deemed a serious violation and material non-compliance with the lease.*

It is understood and agreed that a single violation shall be good cause for termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by the preponderance of the evidence.

7. In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of the addendum shall govern.
8. This LEASE ADDENDUM is incorporated into the lease executed or renewed this day between Owner and Resident.

(Resident)

(Resident)

(Resident)

(Resident)

Date signed: 1-11-13

(Management)

Date signed: _____

Resident(s) acknowledge receipt of this addendum by signature of this document.



ADMINISTRATIVE CITATION

Citation # 51479-24824

Violation Notice

CHAD MORGAN ISSUE DATE 12/3/2014
 3365 138TH LN NW
 ANDOVER, MN 55304

Property Address: **11021 OLIVE ST**
 COON RAPIDS, MN

 PIN: 143124440032

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 12/3/14 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
01/02/2015	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	12-915 Crime Free Housing Program -- Owners or agents are required to complete Phase I of the crime free rental housing program.	\$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.

11021 OLIVE ST
CITATION # 51479-24824
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 51479-24894

Violation Notice

CHAD MORGAN
3365 138TH LN
ANDOVER, MN 55304

ISSUE DATE 1/9/2015

Property Address: **11021 OLIVE ST**
COON RAPIDS, MN

PIN: 143124440032

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 1/9/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
02/09/2015	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	12-915 Crime Free Housing Program -- Owners or agents are required to complete Phase I of the crime free rental housing program.	\$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.

11021 OLIVE ST
CITATION # 51479-24894
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



THIRD VIOLATION ADMINISTRATIVE CITATION

Citation # 51479-24990

Violation Notice

CHAD MORGAN
3365 138TH LN
ANDOVER, MN 55307

ISSUE DATE 2/26/2015

Property Address: **11021 OLIVE ST**
COON RAPIDS, MN

PIN: 143124440032

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 2/26/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
03/26/2015	OBTAIN REQUIRED CRIME FREE MULTI HOUSING CERTIFICATE	12-915 Crime Free Housing Program -- Owners or agents are required to complete Phase I of the crime free rental housing program.	\$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.

11021 OLIVE ST
CITATION # 51479-24990
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



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

11.

Meeting Date: 10/01/2015

Subject: Case 15-37V, Special Assessment Objection, Nancy Skager, 10324 Hollywood Blvd.
NW, 21-31-24-42-0078

From: Kristin DeGrande, Neighborhood
Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$1,800 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/20/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 5/27/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

5/28/15 - The property was re-inspected. The front yard was mowed and found to be in compliance but the back yard was not mowed and remained in violation of City Code. Since full compliance was not achieved, the \$300 penalty was charged and an abatement order was prepared for the City's mowing crew to mow the property.

6/3/15 - The City's mowing crew went to the property to abate the violation but was unable to gain access into the fenced back yard as the gate was bolted shut with a dog in the back yard. Regardless of whether the City abates the violation of long grass, the citation fee is charged if compliance is not met by the date of re-inspection.

Penalty charged: \$300

6/15/15 - An Administrative Citation (\$300 penalty) was issued for expired license tabs on a vehicle. The citation established a compliance date of 6/22/15. The citation was mailed to the owner of record (same address).

6/23/15 - The property was re-inspected. The vehicle still had expired tabs and remained in violation of City Code. Since compliance was not achieved, the \$300 penalty was charged. New violations were noted and photographed.

Penalty charged: \$300

6/29/15 - Since the property still was not in compliance, a second citation (\$600 penalty) was issued for the expired license tabs. The new violations found included a vehicle parked off of an improved surface and exterior storage of tires, building materials, an appliance and other miscellaneous junk and debris so initial citations (\$300 and \$300 penalties) were issued for these two new violations. All three citations issued on this date established a compliance date of 7/6/15. The citations were mailed to the owner of record (same address).

7/7/15 - The property was re-inspected and there was no change noted. All three violations existed and the property remained in violation.

Penalties charged: \$600 (expired tabs), \$300 (parking off pavement), \$300 (exterior storage)

Total penalty charged: \$1,800

Additional citations have since been issued at this property but they are not being considered at this time. They will be included on the next special assessment roll.

Anoka County property records indicate this property is going through foreclosure. The sheriff's sale took place on 6/23/15.

RECOMMENDATION

In Case 15-37V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$1,800 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/4/15 12:15 pm

Nancy Skager
411 Dayton Rd Apt 113
Champlin MN 55316

August 3, 2015

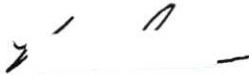
City Clerk

Regarding PIN # 21-31-24-42-0078
Property Address: 10324 Hollywood Blvd NW, Coon Rapids MN 55433
Hearing Date: Wednesday August 5th, 2015, 7:00pm

This letter is to appeal the charges relating to the above property address, as displayed on the following attachment.

On October 15th, 2014, I had vacated the residence leaving it in my husband's care due to marital difficulties. I had not resided at this property for nine months previous to the first citation. Thereby I entreat you to consider removing my name from being liable for all charges associated with any special assessments related to the above property, and that you assign all said charges to Mr. Seth Skager, as he was the sole adult resident of the property from October 15th, 2014 to present.

Thank you for your consideration,



Nancy Skager
763-



Property Report

Report Date: 8/28/2015

PIN: 213124420078

CLOSED

PROPERTY ADDRESS: 10324 HOLLYWOOD BLVD

Work Order #60625

Weeds / Long Grass

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED INFORMATION SENT		5/20/15	GAZELKA, MIKE	Citation posted at property. 20" weeds
CITATION REINSPECT ORDER ABATEMENT	5/28/15	5/28/15	DRABCZAK, LEYA	Courtesy letter sent.
CITATION FEE APPLIED INFORMATION		5/28/15	GAZELKA, MIKE	front cut; backyard just a path cut; abate
		5/28/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
		5/28/15	HINTZE, CINDY	300
		6/3/15	ENGLE, GREGG	Front wast cut. Backyard is fenced. Fence is bolted shut with a dog in the backyard. Could not abate.

Files attached to this work order:
 \WorkOrder\60625\grass abatement_01.pdf

Work Order #61015

Yard And Lot Issues

OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		6/12/15	WHITE, TREVOR	
CITATION ISSUED		6/15/15	WHITE, TREVOR	\$300 expired tabs/junk vehicle
CITATION REINSPECT	6/23/15	6/23/15	WHITE, TREVOR	No compliance
CITATION FEE APPLIED		6/29/15	WHITE, TREVOR	\$300 Junk vehicle applied
CITATION ISSUED		6/29/15	WHITE, TREVOR	\$600 Junk vehicle. \$300 Parking off pavement, \$300 junk and debris
CITATION REINSPECT	7/7/15	7/7/15	WHITE, TREVOR	No compliance
CITATION FEE APPLIED		7/7/15	WHITE, TREVOR	\$600 junk vehicle, \$300 parking off pavement, \$300 junk and debris applied
CITATION ISSUED		7/9/15	WHITE, TREVOR	\$1200 junk vehicle, \$600 parking off pavement, \$600 junk and debris
CITATION REINSPECT	7/17/15	7/17/15	WHITE, TREVOR	No compliance. Abate 7/20.
CITATION FEE APPLIED		7/20/15	WHITE, TREVOR	\$1200 junk vehicle, \$600 parking off pavement, \$600 junk and debris applied
ABATE		7/20/15	WHITE, TREVOR	Abated small refrigerator, household items and misc. junk and debris.
COMMUNICATE W OWNEF		7/31/15	DRABCZAK, LEYA	Id emailed owner current abatement info re wo 61015

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

PROPERTY ADDRESS: 10324 HOLLYWOOD BLVD

City Code	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
Citation # 25367 11-601.5 Junk Vehicles on Residential Property.	6/12/15 6/22/15 compliance date	300	WHITE, TREVOR	Display current registration on all vehicles in exterior storage. Dodge truck MN 082DCZ	SETH & NANCY SKAGER Issue Date: 6/15/2015 10324 HOLLYWOOD BLVD NW COON RAPIDS, MN 55433
Citation # 25449 11-601.5 Junk Vehicles on Residential Property.	6/23/15 7/6/15 compliance date	600	WHITE, TREVOR	Display current registration on all vehicles in exterior storage. Dodge truck MN 082DCZ	SETH & NANCY SKAGER Issue Date: 6/29/2015 10324 HOLLYWOOD BLVD NW COON RAPIDS, MN 55433
Citation # 25450 8-109 Building Materials, Junk and Debris.	6/23/15 7/6/15 compliance date	300	WHITE, TREVOR	Remove tires, building materials, appliances and misc. junk and debris from outdoor storage.	SETH & NANCY SKAGER Issue Date: 6/29/2015 10324 HOLLYWOOD BLVD NW COON RAPIDS, MN 55433
11-603.1(7)(i) Parking and Drives.		300	WHITE, TREVOR	Discontinue parking off pavement in the front and side yard. Dodge truck MN 802DCZ	
Citation # 25502 11-601.5 Junk Vehicles on Residential Property.	7/7/15 7/17/15 compliance date	1200	WHITE, TREVOR	Display current registration on all vehicles in exterior storage. Dodge truck MN 082DCZ	SETH & NANCY SKAGER Issue Date: 7/9/2015 10324 HOLLYWOOD BLVD NW COON RAPIDS, MN 55433
Citation # 25503 8-109 Building Materials, Junk and Debris.	7/7/15 7/16/15 compliance date	600	WHITE, TREVOR	Remove tires, building materials, appliances and misc. junk and debris from outdoor storage.	SETH & NANCY SKAGER Issue Date: 7/9/2015 10324 HOLLYWOOD BLVD NW COON RAPIDS, MN 55433
11-603.1(7)(i) Parking and Drives.		600	WHITE, TREVOR	Discontinue parking off pavement in the front and side yard. Dodge truck MN 802DCZ	

60025



Long Grass Complaint

Posted Address: 10324 Hollywood Blvd.

Date: 5-20-15 Time: 10⁰² AM

Fine: \$ _____ Inspector: MIKE

Note: GRASS/WEEEDS 8" - 12"

* BACKYARD
WEEEDS 20" BRUSH 3'-4'

For Office Use Only

Owner Occupied Vacant Rental WO# _____

of Weeds this Season: _____ Previously ~~Poste~~ date: _____





COON RAPIDS
Minnesota

Long Grass & Weeds Citation

Property Posted: _____

To: Owner/Occupant Address: _____

10324 Hollywood
Coon Rapids, MN

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5-20-15 at 10:06 AM, the grass and/or weeds were too long and in violation of City Code Section 8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.

5-27-15

Violation & Corrective Action

City Code Section & Summary

8-502 & 8-503. Weeds and grass over eight (8) inches are a nuisance and must be mowed.

To avoid the \$300 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, side yards, including any boulevard areas.
2. Contact the inspector below to arrange a time extension on or before the Compliance Date noted above.
3. Appeal the inspector's decision on or before the Compliance Date by filling out and submitting the attached Refer to the attached Administrative Citation Program brochure for the Notice of Appeal form, including instructions 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 your 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 this summer, even if you mow prior to the Compliance Date, a penalty will be charged.

If you are age 60 or over and need assistance with maintaining your yard, ACCAP Chores & More is available. ACCAP Chores & More provides minor home repairs, housekeeping and seasonal chores such as mowing. They are done at a suggested donation with subsidy for those in need. Call 763-783-4787 to obtain help.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code 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

5/20/2015 10:07 AM





May 20, 2015

SKAGER SETH J & NANCY A
10324 HOLLYWOOD BLVD NW
COON RAPIDS, MN 55433-0000

Address: **10324 HOLLYWOOD BLVD**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#60625**

PIN: 213124420078

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 10324 HOLLYWOOD BLVD, 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 05/27/2015, 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



Long Grass Reinspection

10324 HOLLYWOOD BLVD

10324 HOLLYWOOD BLVD

PIN:213124420078

Work Order # 60625

Task Name	Proj. Start	Actual Start	COMMENTS
CITATION ISSUED		5/20/15	Citation posted at property. 20" weeds
INFORMATION SENT		5/20/15	Courtesy letter sent.
CITATION REINSPECT COMPLIANCE	5/28/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWNI			

JUNGLES BACK IN

Cut "A" FRONT YARD PATH IN BACK

Inspector Notes

Reinspected by: Mikes

Date: 5-28-15

Time: 9:21 AM

Grass has been mowed

Order Abatement



Long Grass Abatement Order

Date Ordered: 5/27/2015

10324 HOLLYWOOD BLVD

10324 HOLLYWOOD BLVD

PIN:213124420078

OWNER OCCUPIED

Work Order # 60625

Task Name	Proj. Start	Date	COMMENTS
CITATION ISSUED		5/20/15	Citation posted at property. 20" weeds
INFORMATION SENT		5/20/15	Courtesy letter sent.
CITATION REINSPECT	5/28/15	5/28/15	front cut; backyard just a path cut; abate
ORDER ABATEMENT		5/28/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		5/28/15	300

ABATE

INFORMATION

COMMUNICATE W OWN

*Recheck
backyard*

Abatement Notes

Staff: Todd M

Date: 6/3/15

Time: 8:30am

Corey B

Mowing crew cut & bagged

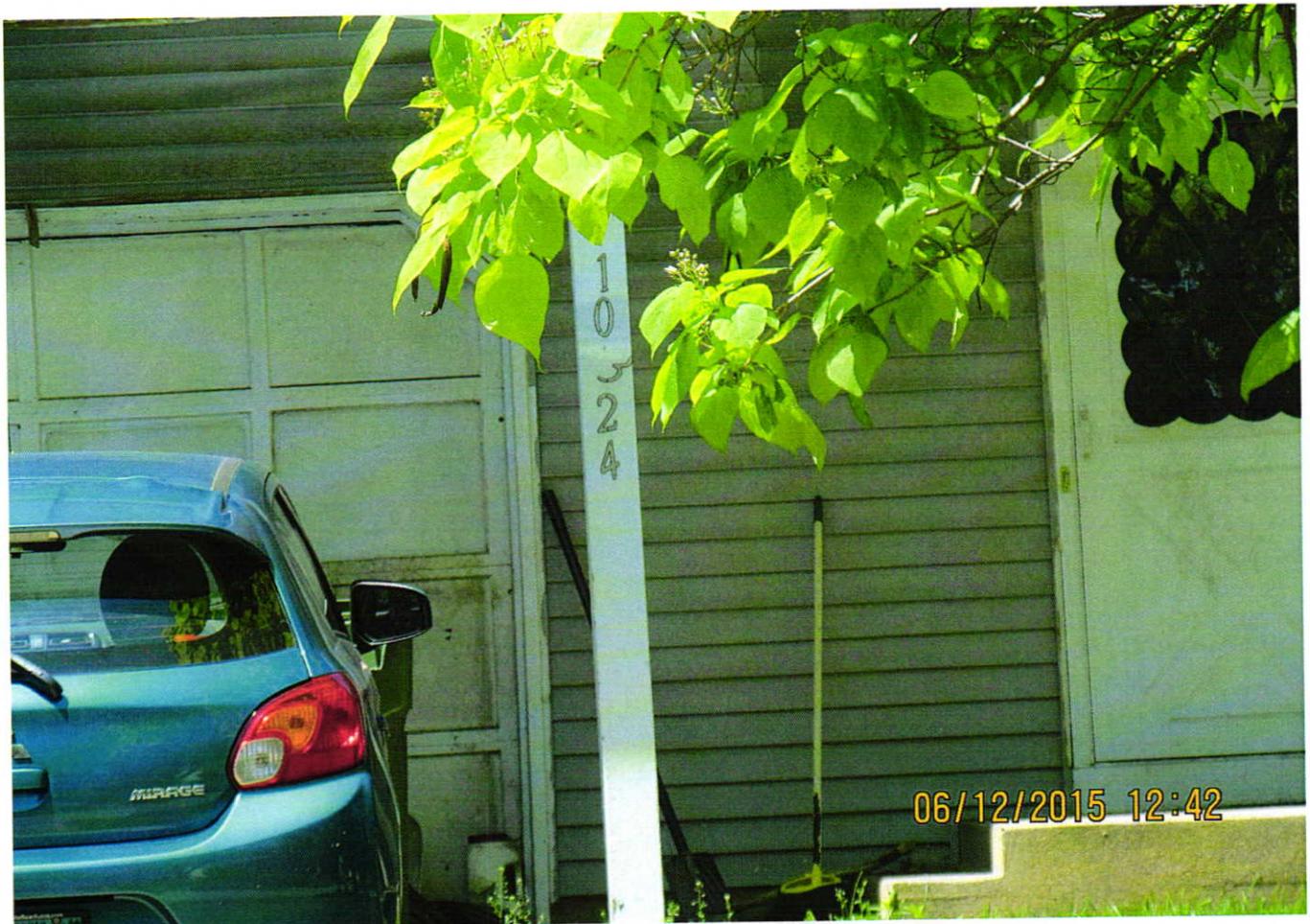
Grass was mowed prior to crew's arrival

- Fence bolted shut - could not mow
- Dog
- backyard a mess filled w/ junk

- weeds were cut
- front was cut

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



10324 HOLLYWOOD BLVD
CITATION # 61015-25367
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:







10324 HOLLYWOOD BLVD
CITATION # 61015-25449
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:



ADMINISTRATIVE CITATION

Citation # 61015-25450

Violation Notice

SETH & NANCY SKAGER Issue Date: 6/29/2015
 10324 HOLLYWOOD BLVD NW
 COON RAPIDS, MN 55433

Property Address: **10324 HOLLYWOOD BLVD**
 COON RAPIDS, MN

PIN: 213124420078

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/23/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
07/06/2015	Remove tires, building materials, appliances and misc. junk and debris from outdoor 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
07/06/2015	Discontinue parking off pavement in the front and side yard. Dodge truck MN 802DCZ	11-603.1(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-2 District.	\$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

10324 HOLLYWOOD BLVD
CITATION # 61015-25450
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:





07/07/2015 14:46



07/07/2015 14:46



Board of Adjustment and Appeals - Regular Session

12.

Meeting Date: 10/01/2015

Subject: Case 15-38V, Special Assessment Objection, Cheryl Lee Upton/Charles Dodge, 10885 Osage Street NW, 22-31-24-21-0057

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty associated with code enforcement activity against the subject property in the amount of \$4,500 is proposed to be assessed to the property. The new property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessments in this matter.

12/16/14 - A City inspector spoke with someone who identified themselves as a tenant of the property about a code violation. This person claimed there were four tenants living in the house and the owner lived out of state, but would not share the owner's contact information. Since Anoka County records had no other address for the owner of record, the inspector asked the tenant to have the property owner call the City about obtaining a rental license.

12/17/14 - An Administrative Citation (\$300 penalty) was issued for operating an unlicensed rental property. The citation established a compliance date of 1/23/15. The citation was mailed to the owner or record (same address) but was returned unable to forward.

2/2/15 - The City had received no contact from property owner about obtaining a rental license.

Penalty charged: \$300

2/2/15 - Since compliance was not met, a second Administrative Citation (\$600) was issued for operating an unlicensed rental property. The citation established a compliance date of 2/16/15. The citation was mailed to the owner or record (same address) but was returned unable to forward.

3/25/15 - The City received no contact from property owner about obtaining a rental license.

Penalty charged: \$600

3/25/15 - Since compliance was not met, a third Administrative Citation (\$1200) was issued for operating an unlicensed rental property. The citation established a compliance date of 4/09/15. The citation was mailed to the owner or record (same address) but was returned unable to forward.

5/7/15 - The City had received no contact from property owner about obtaining a rental license. City Housing Inspector inspected property to confirm the home was still occupied.

Penalty charged: \$1200

5/7/15 - Since compliance was not met, a fourth Administrative Citation (\$2400) was issued for operating an unlicensed rental property. The citation established a compliance date of 5/21/15. The citation was mailed to the owner or record (same address) but was returned unable to forward.

7/10/15 - The City had received no contact from property owner about obtaining a rental license.

Penalty charged: \$2400

Since the property remained in violation, there was an additional citation issued after this date (7/10/15), but the property owner finally did make contact with the City and requested a 30-day time extension to obtain a rental license. The new compliance date was set for 8/24/15. The property owner stated it was her intention to sell the property to a friend who would maintain the home as a rental property and who would submit all of the information needed to apply for a rental license with the City by the new compliance date. City staff have had several conversations with the friend buying the property and he stated he would sign a contract for deed quickly and submit a rental license application to the City soon thereafter. City Attorney was consulted and agreed that a written objection from either the original owner or the new owner would be accepted.

8/21/15 - City staff called the friend buying property to ask about status of purchase. He stated that he had attempted to file the contract for deed but did not have all of the needed paperwork. I reminded him of the 8/24/15 compliance deadline for the rental application and he stated he would get that submitted soon. As of 8/27/15, there is no new ownership information filed at Anoka County and no rental license application has been submitted for this address. Property remains occupied.

ACTION REQUESTED

In Case 15-38V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$4,500 special assessment in its entirety.

Attachments

Supporting Documents



To whom it may concern,

Please accept this letter as an appeal of the administrative citations and a plea for understanding. I will attempt to be as brief as possible but the situation is complicated.

The previous owner of 10885 Osage, "Cheryl" found herself in a very undesirable predicament. With substantially less household income after a recent divorce, she needed a couple of roommates to help with expenses. This was all supposed to be temporary.

After months of threats and altercations with her ex, some of which are documented at the Coon Rapids police department, she figured that distance was a safer barrier than a restraining order. She decided to leave town. Without enough equity in the home to put it up for sale (\$10,000-\$15,000 upside down) she was forced to keep it.

Her original plan was to come back after the dust from the divorce settled and everyone had moved on. She could then deal with the house in a safer setting. She asked if I would keep an eye on the place while she was gone. I agreed.

I later found out that it was supposed to have a rental license. She didn't have the \$500 conversion fee and the inspections would undoubtedly require repairs which were also not in the budget. Attending the mandatory Crime Free Rental class was also not feasible as she is many states away. She figured if she was planning on coming back to her home anyway this would be all wasted time and money.

She was presented with an opportunity to start a new business and decided to stay. This meant somehow the property must be licensed as legitimate rental.

In the meantime there were citations being issued without her or my knowledge. The only citation/notice that I ever heard of was when one of the residents said a citation was delivered. She thought it was for parking her boat on the road. I heard nothing more and assumed she took care of it. Some of the citations were returned undeliverable. The first administrative citation that I or Cheryl new about was the latest one for \$2400, this prompted an immediate response. This explains the many calls I made to the housing inspector Matt Small and to the neighborhood coordinator Kristin DeGrande.

Cheryl has subsequently decided to sell the house to me. I am currently in the process of bringing the house up to code and acquiring a rental license.

I know I shoulder some of the responsibility as does Cheryl. Our intent was not to deceive but to create a safer environment for her to once again reside in her own house. She can now get on with her life and I am happy to work with the city to comply with all the regulations regarding rental properties.

I am the new owner of record and have assumed all of the assessments pending and attached to the property. I ask that you reconsider, if not all, at least some of the assessments so those funds can be used to get this house into compliance as soon as possible.

Thanks for your consideration,
Charles A. Dodge

12340 RADISSON RD
BLAINE MN 55449



Welcome to the Web site of

Anoka County
 Minnesota

Property Details

Summary

General Information	
Property ID	22-31-24-21-0057
Tax Year	2015
Situs Address	10885 OSAGE ST NW , COON RAPIDS, MN 55433-0000
Property Description	LOT 2 BLOCK 1 ANGIE ADDITION
Linked Property Group Position	
Status	Active
Abstract/Torrens	All Torrens

Property Classification	
Tax Year	Classification
2016	4BB1-Residential Non-Homestead single unit
2015	1A-Residential Homestead

Property Characteristics	
Lot Size	N48*163*196*221*148
Year Built	1952

* Lot Size: Approximate lot size in feet, clockwise beginning with the direction the lot faces

Tax District Information	
City Name	COON RAPIDS
School District Number and Name	ANOKA-HENNEPIN SCHOOL DISTRICT #11
Watershed	COON CREEK WATERSHED

Developed by Manatron, Inc.
 ©2010 All rights reserved.
 Version 1.0.5316.24372



Property Report

Report Date: 8/28/2015

PIN: 223124210057

OPEN

PROPERTY ADDRESS: 10885 OSAGE ST

Work Order #59479

Rental Complaint

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INFORMATION	12/16/14	12/16/14	SMALL, MATT	Unlicensed rental complaint referral from code enforcement.
INFORMATION	12/16/14	12/16/14	MITLYNG, ADAM	Amanda Norlin 651- [redacted] says she is one of four tenants and the owner lives out of state, would not give owners contact info, asked her to tell owner she needs to contact city for license, pop citation prompted communication
CITATION ISSUED	12/17/14	12/17/14	SMALL, MATT	\$300 citation issued for unlicensed rental to owner Cheryl L Upton.
INFORMATION	12/19/14	12/19/14	SMALL, MATT	Citation returned back as undeliverable - documents attached.
CITATION REINSPECT	1/26/15	2/2/15	SMALL, MATT	No communication from owner as of 2.2.15
ASSESSMENT	2/2/15	2/2/15	SMALL, MATT	\$300 Citation assessed.
CITATION ISSUED	2/2/15	2/2/15	SMALL, MATT	\$600 Citation issued to owner Cheryl L Upton for unlicensed rental.
CITATION REINSPECT	2/17/15	3/25/15	SMALL, MATT	No communication from owner as of 3.25.15 Site inspection on 3.25.15 revealed that home is still occupied.
INFORMATION	2/2/15	2/2/15	SMALL, MATT	Notice returned as undeliverable - document attached.
ASSESSMENT	3/25/15	3/25/15	SMALL, MATT	\$600 Citation assessed.
CITATION ISSUED	3/25/15	3/25/15	SMALL, MATT	\$1200 Citation issued to owner Cheryl L Upton for unlicensed rental.
CITATION REINSPECT	4/10/15	5/7/15	SMALL, MATT	No communication from owner as of 5.7.15 Site inspection revealed that home is still occupied.
INFORMATION	4/10/15	4/11/15	SMALL, MATT	Citation letter returned as undeliverable - attached.
ASSESSMENT	5/7/15	5/7/15	SMALL, MATT	\$1200 Citation sent to Assessing Department.
CITATION ISSUED	5/7/15	5/7/15	SMALL, MATT	\$2400 Citation issued to owner Cheryl L Upton for unlicensed rental.
CITATION REINSPECT	5/22/15	7/7/15	SMALL, MATT	Inspection revealed that home is still occupied. No communication from owner as of 7.7.15
INFORMATION	5/22/15	5/11/15	SMALL, MATT	Citation returned as undeliverable - attached.
ASSESSMENT	7/10/15	7/10/15	SMALL, MATT	\$2400 Citation sent to Assessing Department.
CITATION ISSUED	7/10/15	7/10/15	SMALL, MATT	\$2400 Citation issued to owner for unlicensed rental.
CITATION REINSPECT	7/27/15	7/10/15	SMALL, MATT	Received appeal and time extension request form on 7.23.15. 30 day extension granted.
INFORMATION	7/27/15	7/21/15	SMALL, MATT	Phone discussion with friend of owner regarding unlicensed rental citations. Individual has received recent citation and forwarded to owner. Advised person to have owner contact staff as she is responsible for the property.
COMMUNICATE W OWNEF	7/22/15	7/22/15	DEGRANDE, KRISTIN	Chuck (friend of owner) 763- [redacted] called to ask questions about appeal process. He will buy the property on a contract for deed and apply for rental license.
TIME EXTENSION	7/23/15	7/23/15	SMALL, MATT	30 day extension granted per owner's submitted request - attached.

PROPERTY ADDRESS: 10885 OSAGE ST

PIN: 223124210057

COMMUNICATE W OWNEF 8/3/15 8/3/15 DEGRANDE, KRISTIN Several other phone conversations with friend Chuck about appealing pending special assessments. Verified with Dave B/Legal that we would accept written appeal from owner or Chuck who will be buying on a contract for deed.

INFORMATION 8/20/15 SMALL, MATT City staff contacted Anoka City Tax Records and confirmed that City has received no documentation of property sale and transfer of ownership. No rental license application received as of 8.20.15

COMMUNICATE W OWNEF 8/21/15 8/21/15 DEGRANDE, KRISTIN I called new owner Chuck. He had attempted to file the contract for deed earlier this month but did not have all needed paperwork, so he is working on that. I also explained the compliance date is coming up to submit rental license. Needs to do asap.

~ 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
Citation # 24872 12-903(1) Rental Dwelling License Required.	12/16/14 1/23/15 compliance date	300	SMALL, MATT	Submit a rental license application and pay the appropriate fee to obtain a rental license.	CHERYL L UPTON ISSUE DATE: 12-17-2014 10885 OSAGE ST COON RAPIDS, MN 55433
Citation # 24952 12-903(1) Rental Dwelling License Required.	2/2/15 2/16/15 compliance date	600	SMALL, MATT	Submit a rental license application and pay the appropriate fee to obtain a rental license.	CHERYL L UPTON ISSUE DATE: 2-2-2015 10885 OSAGE ST COON RAPIDS, MN 55433
Citation # 25074 12-903(1) Rental Dwelling License Required.	3/25/15 4/9/15 compliance date	1200	SMALL, MATT	Submit a rental license application and pay the appropriate fee to obtain a rental license.	CHERYL L UPTON ISSUE DATE: 3-25-2015 10885 OSAGE ST NW COON RAPIDS, MN 55433
Citation # 25176 12-903(1) Rental Dwelling License Required.	5/7/15 5/21/15 compliance date	2400	SMALL, MATT	Submit a rental license application and pay the appropriate fee to obtain a rental license.	CHERYL L UPTON ISSUE DATE: 5-7-2015 10885 OSAGE ST NW COON RAPIDS, MN 55433
Citation # 25508 12-903(1) Rental Dwelling License Required.	7/7/15 7/24/15 compliance date	2400	SMALL, MATT	Submit a rental license application and pay the appropriate fee to obtain a rental license.	CHERYL LEE UPTON ISSUE DATE: 7-10-2015 10885 OSAGE ST NW COON RAPIDS, MN 55433

PROPERTY ADDRESS: 10885 OSAGE ST

PIN: 223124210057

- \WorkOrder\59479\Undeliverable Citation.pdf
- \WorkOrder\59479\10885 Osage Undeliverable Ltr.pdf
- \WorkOrder\59479\2015 Time Extension and Appeal Request.pdf
- \WorkOrder\59479\2015 Undeliverable Ltr.pdf

End of Report for 10885 OSAGE ST



ADMINISTRATIVE CITATION

Citation # 59479-24872

Violation Notice

CHERYL L UPTON
10885 OSAGE ST
COON RAPIDS, MN 55433

ISSUE DATE: 12-17-2014

Property Address: **10885 OSAGE ST**
COON RAPIDS, MN

PIN: 223124210057

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 12/16/14 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
01/23/2015	Submit a rental license application and pay the appropriate fee to obtain a rental license.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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

10885 OSAGE ST
CITATION # 59479-24872
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:



RENTAL

MINNEAPOLIS
MN 554
17 DEC '14
PM 41

0.48⁰
JS POSTAGE
FIRST-CLASS
I71V00941698
I5433
00001400

UPTON 553 N7E 009914I0012/17/14
RETURN TO SENDER
MOVED LEFT NO ADDRESS
UNABLE TO FORWARD
RETURN TO SENDER
BC: 55433376155 *2478-02192-17-38

55433376155



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 59479-24952

Violation Notice

CHERYL L UPTON
10885 OSAGE ST
COON RAPIDS, MN 55433

ISSUE DATE: 2-2-2015

Property Address: **10885 OSAGE ST**
COON RAPIDS, MN

PIN: 223124210057

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 2/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
02/16/2015	Submit a rental license application and pay the appropriate fee to obtain a rental license.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

10885 OSAGE ST
CITATION # 59479-24952
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:



COON RAPIDS Minnesota

11155 Robinson Drive
Coon Rapids MN 55433-3761

RENTAL

4:00

MINNESOTA
MN 554

02 FEB '15
PM 7 L


\$0.48⁰
US POSTAGE
FIRST-CLASS
071V00941698
55433
000001581

OPEN IMMEDIATELY

CHERYL L UPTON
10885 OSAGE ST
COON RAPIDS, MN 55433

ISSUE DATE: 2-

5543343966561

UPTON MOVED LEFT NO ADDRESS
RETURN TO SENDER
UNABLE TO FORWARD
RETURN TO SENDER
BC: 55433376155 *2778-06997-02-38
553 N7E 100991410002/02/15
RETURN TO SENDER



**THIRD VIOLATION
ADMINISTRATIVE CITATION**

Citation # 59479-25074

Violation Notice

CHERYL L UPTON
10885 OSAGE ST NW
COON RAPIDS, MN 55433

ISSUE DATE: 3-25-2015

Property Address: **10885 OSAGE ST**
COON RAPIDS, MN

PIN: 223124210057

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 3/25/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
04/09/2015	Submit a rental license application and pay the appropriate fee to obtain a rental license.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

10885 OSAGE ST
CITATION # 59479-25074
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:

11155 Robinson Drive
Coon Rapids MN 55433-3761

COON RAPIDS
Minnesota



MINNEAPOLIS MN 553
25 MAR 2015 PM 7 L

RENTAL

OPEN IMMEDIATELY
CHERYL L UPTON
10885 OSAGE ST NW
COON RAPIDS, MN 55433

ISSUE DATE: 3-25-2015

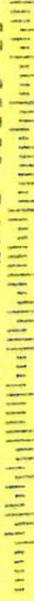
Property Address: 10885 OSAGE ST



* 553 NOC 1009914I2203/26/15
RETURN TO SENDER

UPTON MOVED LEFT NO ADDRESS
UNABLE TO FORWARD
RETURN TO SENDER

BC: 55433376155 *2778-05209-25-34





FOURTH VIOLATION ADMINISTRATIVE CITATION

Citation # 59479-25176

Violation Notice

CHERYL L UPTON
10885 OSAGE ST NW
COON RAPIDS, MN 55433

ISSUE DATE: 5-7-2015

Property Address: **10885 OSAGE ST**
COON RAPIDS, MN

PIN: 223124210057

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5/7/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/21/2015	Submit a rental license application and pay the appropriate fee to obtain a rental license.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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

10885 OSAGE ST
CITATION # 59479-25176
PAGE 2

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.

Matt Small
Housing Inspector
763-767-6575

cc:

5-7-15



11155 Robinson Drive
Coon Rapids MN 55433-3761

COON RAPIDS
Minnesota

RENTAL

OPEN IMMEDIATELY

CHERYL L UPTON
10885 OSAGE ST NW
COON RAPIDS, MN 55433

ISSUE DATE: 5-7-2015

Property Address: 10885 OSAGE ST

830 55433376155

MINNEAPOLIS MN 553
07 MAY 2015 PM 4 L



UPTON 553 N7E 1009914I0005/07/15
RETURN TO SENDER
MOVED LEFT NO ADDRESS
UNABLE TO FORWARD
RETURN TO SENDER
BC: 55433376155 *2478-03939-07-35

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 request a time extension or appeal the Citation.

Administrative Citation Number: 59479-2550

Property Address: 10885 Dsage St NW
Corn Rapids, MN 55433

Person(s) Responsible for Violation: Cheryl Upton

Responsible Party's Relationship to the Property
 Owner
 Other (specify): _____

I am appealing the Citation because:
I am selling the house
next week, the new
owner will take care of
all rental issues.

Attach additional pages if needed.

I hereby waive further right to appeal this Citation and ask for a time extension of 30 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: [Handwritten Signature]

Print Name: Cheryl Upton

Phone Number: _____ Date: 7/22/15

Mailing Address: _____
7
, SC

For ADCAP Staff only:
Notice rec'd date: 7-23-15 Initials H.B.S.

nce Date to
e extension. To
r property is in
plan stating the
Upon deter-
e Citation that
, an extension
must be
e on the Citation.

ings and /or
peal the Citation
ecuted by the
filed on the
mitted to the
opment
Drive,
be delivered in
d on or before
s after 4:30 p.m.
d and the
an appeal is
suspended until
r.

aminer's
City of Coon
To appeal the
with the

eriod

nistrative
ion, City Code
ation is subject
amount. If the
Compliance
aived. The
on will result in a
taxes.



Board of Adjustment and Appeals - Regular Session

13.

Meeting Date: 10/01/2015

Subject: Case 15-39V, Special Assessment Objection, Jason & Ronda Twaddle, 10558 Martin St. NW, 22-31-24-13-0104

From: Trevor White,

INTRODUCTION

An unpaid penalty and abatement fees in the amount of \$607.50 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

On 6/3/15 the following Administrative Citations were issued: \$300 junk and debris, \$300 expired tabs and \$300 parking off pavement on the property. The citations established a compliance date of 6/10/15. The citation was mailed to the owner of record as well as to the property address.

On 6/26/15 the property was re-inspected. The citations for parking off pavement and expired tabs were found to be in compliance. The citation for junk and debris remained in violation.

On 6/26/15 Code enforcement informed the tenants of the required abatement. The tenants stated they would move the junk and debris from behind the fence in the back yard to make it easier for the contractor to abate.

Penalties charged: \$300 (exterior storage), \$307.50 (abatement costs)

ACTION REQUESTED

In Case 15-37V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$607.50 special assessment in its entirety.

Attachments

Supporting Documents

Jason Twaddle
855 Village Center Drive, #306
North Oaks, MN 55127
651-398-0563

City Of Coon Rapids Assessing Dept.
11155 Robinson Drive NW
Coon Rapids, MN 55433

August 5, 2015

Re: PIN# 22-31-24-13-0104
10558 Martin Street NW

The citation was for "indoor furniture, appliances, and misc. junk and debris" being stored outdoors. The tenants said that they were having a yard sale at the time the citation was given and all of the items were removed from the yard by June 10th, the compliance date for the citation.

Later in June, the tenants broke up some old furniture that they wanted to dispose of and put it near the curb for the garbage company to pick up. The City, noticing this broken up furniture, and thinking that it was from the original citation, picked up the broken up furniture for disposal on June 26th.

I am appealing this citation because compliance with the citation was achieved by the compliance date of June 10th. The assessment was for material that was placed by the curb after compliance was achieved. Furthermore, the material was placed by the curb with the intent of having it disposed of properly by the tenant's garbage hauling company.

Sincerely,



Jason Twaddle

\$607.50



11:10am
RB



Property Report

Report Date: 9/3/2015

PROPERTY ADDRESS: 10558 MARTIN ST

Work Order #60864

PIN: 223124130104
OPEN

Yard And Lot Issues

COMMENTS

\$300Junk vehicle, \$300 parking off pavement, \$300 junk and debris
Junk vehicle and parking off pavement in compliance. Junk and debris not in compliance:
abate property
Talked with the tenants about the junk and debris. They had a couch, chair and cushions in the
back yard, and bags of cans along the garage. They said they would move the couch/chair so
we could easier access it. They took care of the bags of cans.
Abated couch and chair
\$300 Junk and debris applied
Owner Jason Twaddle CF } called about pending assessments. Had questions -
answered them. E-mailed him copies of abatement photos. He had believed items were
removed by tenants - no.

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>City Code</u>	<u>Inspection Date</u>	<u>Fine</u>	<u>Inspected By</u>	<u>Compliance Date & Instructions</u>	<u>Citation Issued To</u>
INSPECTION 1		6/2/15	WHITE, TREVOR						
CITATION ISSUED		6/3/15	WHITE, TREVOR						
CITATION REINSPECT	6/11/15	6/26/15	WHITE, TREVOR						
INFORMATION		6/26/15	WHITE, TREVOR						
ABATE		6/26/15	WHITE, TREVOR						
CITATION FEE APPLIED		7/1/15	WHITE, TREVOR						
COMMUNICATE W OWNER	7/27/15	7/27/15	DEGRANDE, KRISTIN						
8-109 Building Materials, Junk and Debris.		6/2/15	WHITE, TREVOR			300	WHITE, TREVOR	Remove indoor furniture, appliances, and misc. junk and debris from outdoor storage.	JASON & RONDA TWADDLE Issue Date: 6/3/2015 5650 DEER TRAIL S SHOREVIEW, MN 55126
11-601.5 Junk Vehicles on Residential Property.		6/10/15 compliance date	WHITE, TREVOR			300	WHITE, TREVOR	Display current registration on red mini-van MN 276KHC or remove vehicle from outdoor storage.	
11-603.1(7)(i) Parking and Drives.			WHITE, TREVOR			300	WHITE, TREVOR	Discontinue parking off pavement in the front and side yard.	

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







ADMINISTRATIVE CITATION

Citation # 60864-25319

Violation Notice

JASON & RONDA TWADDLE Issue Date: 6/3/2015
 5650 DEER TRAIL S
 SHOREVIEW, MN 55126

Property Address: **10558 MARTIN ST**
 COON RAPIDS, MN

 PIN: 223124130104

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/10/2015	Remove indoor furniture, appliances, and misc. junk and debris from outdoor 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
06/10/2015	Display current registration on red mini-van MN 276KHC or remove vehicle from outdoor storage.	11-601.5 Junk Vehicles on Residential Property. -- All vehicles in exterior storage must be operable and have current registration.	\$300
06/10/2015	Discontinue parking off pavement in the front and side yard.	11-603.1(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-2 District.	\$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

10558 MARTIN ST
CITATION # 60864-25319
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:



06/15/2015 10:54



06/15/2015 10:52







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

14.

Meeting Date: 10/01/2015

Subject: Case 15-40V, Special Assessment Objection, Andrew Gabatino, 3356 115th Lane NW,
17-31-24-11-0107

From: Kristin DeGrande, Neighborhood
Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

6/30/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 7/7/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

7/8/15 - The property was re-inspected. The front yard was mowed and in compliance but the back yard was not mowed and remained in violation of City Code. Since full compliance was not achieved, the \$300 penalty was charged and an abatement order was issued for the City's mowing crew to mow the property.

7/9/15 - The City's mowing crew went to the property to abate the violation but was unable to gain access into the fenced back yard as the gate was locked. Regardless of whether the City abates the violation of long grass, the citation fee is charged if compliance is not met by the date of re-inspection.

Penalty charged: \$300

RECOMMENDATION

In Case 15-40V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

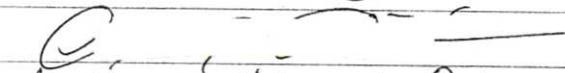
To whom it may concern,

I am submitting a written objection appealing the assessment of a citation on my property, at 3356 115th Ln NW, for mowing and weeds.

The claimed violation date is 7/9/15, the lawn was mowed on 7/7/15. Unless there is further proof that said violation occurred on 7/9/15, I demand that the Citation fee be retracted.

#17-31-24-11-0107

Sincerely,


Andrew Michael Gabatino



8-5-15
RB
12:23pm



Property Report

Report Date: 8/12/2015

PIN: 173124110107

CLOSED

PROPERTY ADDRESS: 3356 115TH LN

Work Order #61270

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		6/30/15	GAZELKA, MIKE	Citation posted at property. 8-10"
INFORMATION SENT		6/30/15	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	7/8/15	7/8/15	GAZELKA, MIKE	Front cut; back not cut; abate.
ORDER ABATEMENT		7/8/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		7/8/15	HINTZE, CINDY	300
INFORMATION		7/9/15	ENGLE, GREGG	Front yard was cut. Fence was locked so crew was not able to gain access to mow.

Files attached to this work order:

\\WorkOrder\61270\Long Grass_001.pdf

End of Report for 3356 115TH LN

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



Long Grass Complaint

Weeds, Unkept Lawn And Landscape, Etc

SR:50796

Address: 3356 115TH LN

PIN: 173124110107

Scheduled Insp Date: 06/30/2015

Inspector Notes

Unfounded _____

Posted Property _____

Fine \$ _____

Date: 6-30-15

Time: 10:26

Additional Info:

GRASS 8" - 10"

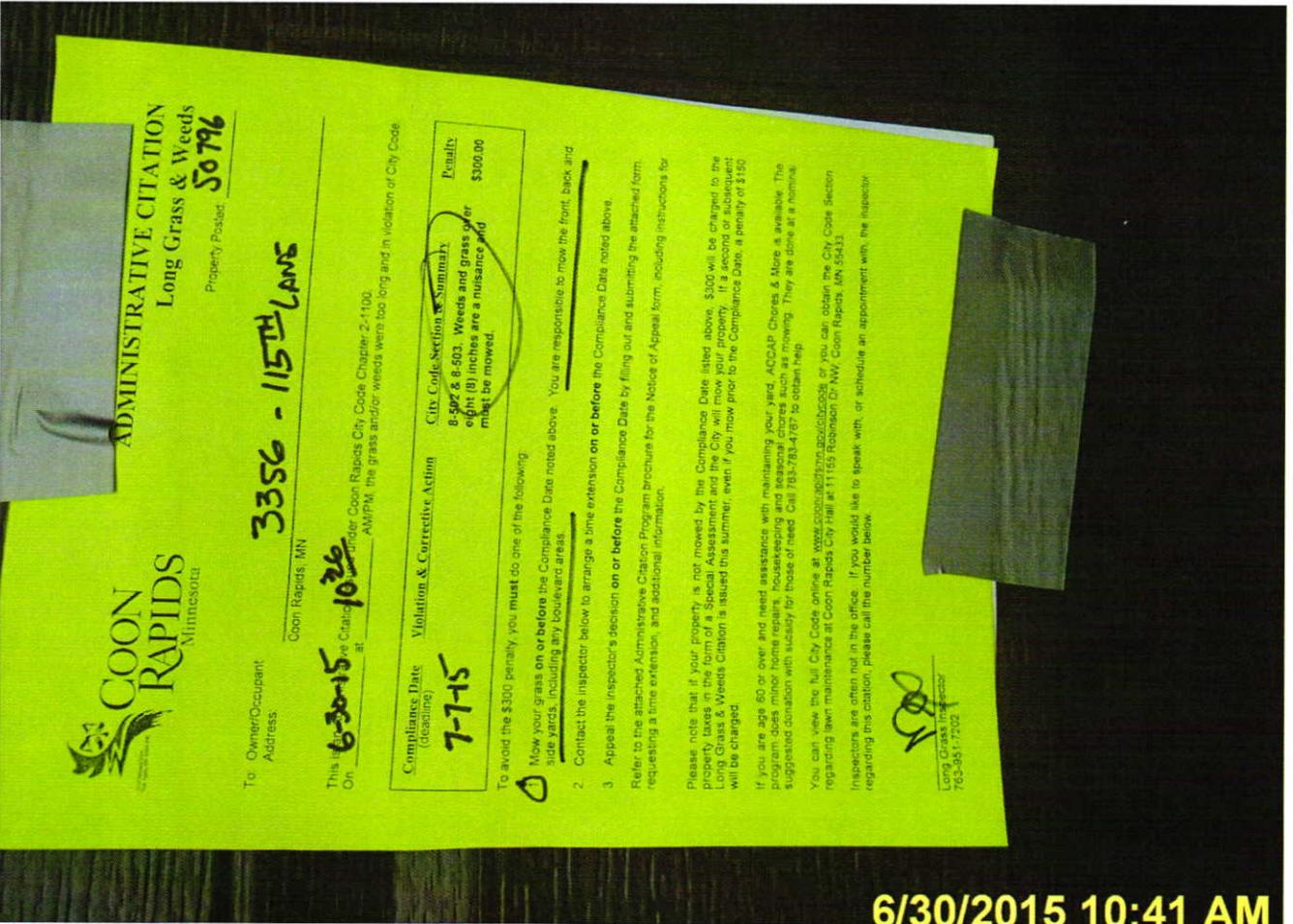
For Office Use Only

Owner Occupied

Vacant

Rental WO# _____

of Weeds this Season: _____ Previously Abated date: _____







June 30, 2015

GABATINO ANDREW
3356 115TH LN NW
COON RAPIDS, MN 55433-0000

Address: **3356 115TH LN**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#61270**

PIN: 173124110107

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 3356 115TH LN, 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 07/07/2015, 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



Long Grass Reinspection

3356 115TH LN

3356 115TH LN

PIN:173124110107

OWNER OCCUPIED

Work Order # 61270

<u>Task Name</u>	<u>Proj. Start</u>	<u>Actual Start</u>	<u>COMMENTS</u>
CITATION ISSUED		6/30/15	Citation posted at property. 8-10"
INFORMATION SENT		6/30/15	Courtesy letter sent.
CITATION REINSPECT	7/8/15		
COMPLIANCE			
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWN			

Front cut short
Break NOT
looks 8'+

Inspector Notes

Reinspected by: Minko

Date: 7-8-15

Time: 10⁰⁹ AM

Grass has been mowed

Order Abatement



Long Grass Abatement Order

Date Ordered: 7/8/2015

3356 115TH LN

3356 115TH LN

PIN:173124110107

OWNER OCCUPIED

Work Order # 61270

<u>Task Name</u>	<u>Proj. Start</u>	<u>Date</u>	<u>COMMENTS</u>
CITATION ISSUED		6/30/15	Citation posted at property. 8-10"
INFORMATION SENT		6/30/15	Courtesy letter sent.
CITATION REINSPECT	7/8/15	7/8/15	Front cut; back not cut; abate.
ORDER ABATEMENT		7/8/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		7/8/15	300
ABATE			
INFORMATION			
COMMUNICATE W OWNI			

Abatement Notes

Staff:

Todd M

Date: 07/09/15

Time: 8:17am

Lacey B

Mowing crew cut & bagged

Grass was mowed prior to crew's arrival

Front was cut
Fence locked, ~~back not cut.~~

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

15.

Meeting Date: 10/01/2015

Subject: Case 15-41V, Special Assessment Objection, Jeremy Gordon 9938 Cottonwood St NW, 25-31-24-11-0066

From: Heather Rodgers,

INTRODUCTION

Unpaid penalties in the amount of \$900.00 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

On 01/13/2015 a total of four Administrative Citation were issued for the following violations: \$300.00 Administrative Citation for parking off pavement, \$300.00 Administrative Citation for junk and debris, \$300.00 Administrative Citation for garbage can location in violation of City Code and \$300.00 Administrative Citation for maintaining special mobile equipment (Skid Steer). The citations established compliance dates of 01/20/2015.

On 01/30/2015 the property was re-inspected. The Administrative Citation for junk and debris was found to be in compliance. The following were found to remain in violation:

\$300.00 Administrative Citations parking off pavement

\$300.00 Administrative Citation garbage can location

\$300.00 Administrative Citation special mobile equipment

Since the property was still in violation, a second citation(\$600.00 penalty on each count above) was issued. The citations established compliance dates of 02/06/2015.

Penalties charged: \$900.00: \$300.00 (parking off pavement), \$300.00 (garbage can location) and \$300.00 (special mobile equipment)

On 06/12/2015, it was noted that the property had not been re-inspected due to staffing changes. The Administrative Citations issued on 1/30/2015 were not applied and the citations were closed.

ACTION REQUESTED

In case 15-41V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$900.00 special assessment in its entirety.

Supporting Documents

To whom it may concern:

Received 8/5/15
at 1:15 pm

In regards to the property at 9938
Cottonwood St. NW. PIN# 25-31-24-11-0066

I have received three citations in the amount of \$300 each. At the time of the citations (1-20-2015) there was an open building permit for a 2,000+ sq. ft. addition. The garage, driveway, trash cans, and building materials and trailers were placed in areas that would have created an eye sore to the neighborhood as many unfinished construction sites would. The construction was completed a few months later and abatements are now corrected. Please rescind the assessments that were placed on my construction site at my home. Thank you for your attention to this matter.

Jeremy Gordon

ATTENTION PROPERTY OWNER



Jeremy Paul Gordon
9938 Cottonwood Street NW
Coon Rapids, MN 55448

July 22, 2015

PIN #: 25-31-24-11-0066

Notice is hereby given that the Coon Rapids City Council will consider adoption of proposed assessments on properties within the corporate limits of the City of Coon Rapids, Anoka County, Minnesota. See the attached Notice of Hearing for the scheduled hearing. At this hearing the City Council will refer any appeals to the Board of Adjustment and Appeals on October 1, 2015 for their recommendation.

You are receiving this letter because you have one or more proposed special assessments against your property at this time (itemized below). You must either pay the proposed pending assessments, allow them to be assessed to your property taxes, or submit a written objection appealing the assessments. All written objections must be submitted by the owner of records (not a tenant) to the City Clerk prior to 7 p.m. on Wednesday, August 5, 2015.

All written objections will be considered at the Board of Adjustment and Appeals meeting on Thursday, October 1, 2015 at 6:30 p.m. in the City Council Chambers.

If you filed an objection, you may appear before the Board of Adjustment and Appeals to provide testimony. You are not required to attend this meeting, but it will be your only opportunity to testify. **Appeals will be heard in the order received.** The Board of Adjustment and Appeals will then make a recommendation to the City Council for final approval on October 20, 2015.

The amount proposed to be assessed to your property is as follows:

PIN #: 25-31-24-11-0066

PROPERTY ADDRESS: 9938 Cottonwood Street NW, Coon Rapids, MN 55448

Description(s):	*Amount(s):	Abatement/Violation Date(s):
Citation Fee-Parking Off Pavement	\$300.00	1/20/15
Citation Fee-Truck & Trailer Storage	\$300.00	1/20/15
Citation Fee-Location Of Garbage Containers	\$300.00	1/20/15

*A certification fee of \$35.00 will be added for each violation if unpaid prior to the date of certification.

Payment options are as follows:

If paid on or before August 5, 2015:	\$900.00
If paid after August 5, but on or before September 4, 2015:	\$1,005.00

If paid after September 4, 2015, interest will be charged from the date of adoption of the assessment through December 31, 2016, and the assessment will be certified to the 2016 property taxes at an interest rate of **2.05%%** for **3 year(s)**.

Thereafter, on or before **November 14** of each year, the assessment may be paid in full. Call the Assessing Department for the added interest amount.

If mailing payment please include property address and PIN (25-31-24-11-0066). Checks can be made payable to City of Coon Rapids Treasurer and be mailed to:

City of Coon Rapids Assessing Dept.

11155 Robinson Drive NW

Coon Rapids, MN 55433

No additional notice or invoice will be sent regarding this assessment.

For questions regarding terms of payment, please call the Assessing Department at 763-767-6446. For questions regarding details on violation(s), please leave a message on the Assessment Information Line at 763-767-4685 and someone will get back to you as soon as possible.

Sincerely,

Assessment Clerk, City of Coon Rapids



Property Report

Report Date: 9/3/2015

PROPERTY ADDRESS: 9938 COTTONWOOD ST

PIN: 253124110066
CLOSED

Work Order #59625

Yard And Lot Issues

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1 CITATION ISSUED	1/9/15 1/13/15	1/9/15 1/13/15	MITLYNG, ADAM MITLYNG, ADAM	\$300.00 Parking off pavement, \$300.00 junk and debris, \$300.00 skid steer, \$300.00 garbage can location.
CITATION REINSPECT CITATION FEE APPLIED	1/21/15	1/30/15 1/30/15	MITLYNG, ADAM MITLYNG, ADAM	junk and debris gone, other violations still remain \$300 11-603.1(7)parking off pave, \$300 8-206(4) garbage cans in the street, \$300 11-601.2(1)special mobile equipment(skid steer)
CITATION ISSUED		1/30/15	MITLYNG, ADAM	\$600 11-603.1(7)parking off pave \$600 8-206(4) garbage cans in the street, \$600 11-601.2(1)special mobile equipment(skid steer)
CITATION REINSPECT	2/9/15	6/12/15	MITLYNG, ADAM	Staffing change- property was not reinspected, second citation fee \$600.00 was not applied. Citation closed as of 06/12/2015

~ 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
Citation # 24901 11-603.1(7)(i) Parking and Drives.	1/9/15 1/20/15 compliance date	300	MITLYNG, ADAM	Discontinue parking off pavement in the front and side yards	JEREMY GORDON Issue Date: 1-13-2015 9938 COTTONWOOD ST NW COON RAPIDS, MN 55448
8-109 Building Materials, Junk and Debris.	300	300	MITLYNG, ADAM	Remove tires, large pile of brush in trailer, misc junk and debris from exterior storage	
11-601.2(1) Truck and Trailer Storage.	300	300	MITLYNG, ADAM	Remove skid steer from residential property	
Citation # 24902 8-206(4) Location of Containers and Yard Waste.	1/9/15 1/20/15 compliance date	300	MITLYNG, ADAM	Discontinue placing garbage cans on the roadway for service pickup	JEREMY GORDON Issue Date: 1-13-2015 9938 COTTONWOOD ST NW COON RAPIDS, MN 55448

PROPERTY ADDRESS: 9938 COTTONWOOD ST

PIN: 253124110066

Citation # 24946

11-603.1(7)(i) Parking and Drives.

1/30/15

2/6/15
compliance date

600

MITLYNG, ADAM

Discontinue parking off pavement in the front and side yards

JEREMY GORDON
Issue Date: 1-30-2015
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Citation # 24947

8-206(4) Location of Containers and Yard Waste.

1/30/15

2/6/15
compliance date

600

MITLYNG, ADAM

Discontinue placing garbage cans on the roadway for service pick up

JEREMY GORDON
Issue Date: 1-30-2015
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Citation # 24947

11-601.2(1) Truck and Trailer Storage.

1/30/15

2/6/15
compliance date

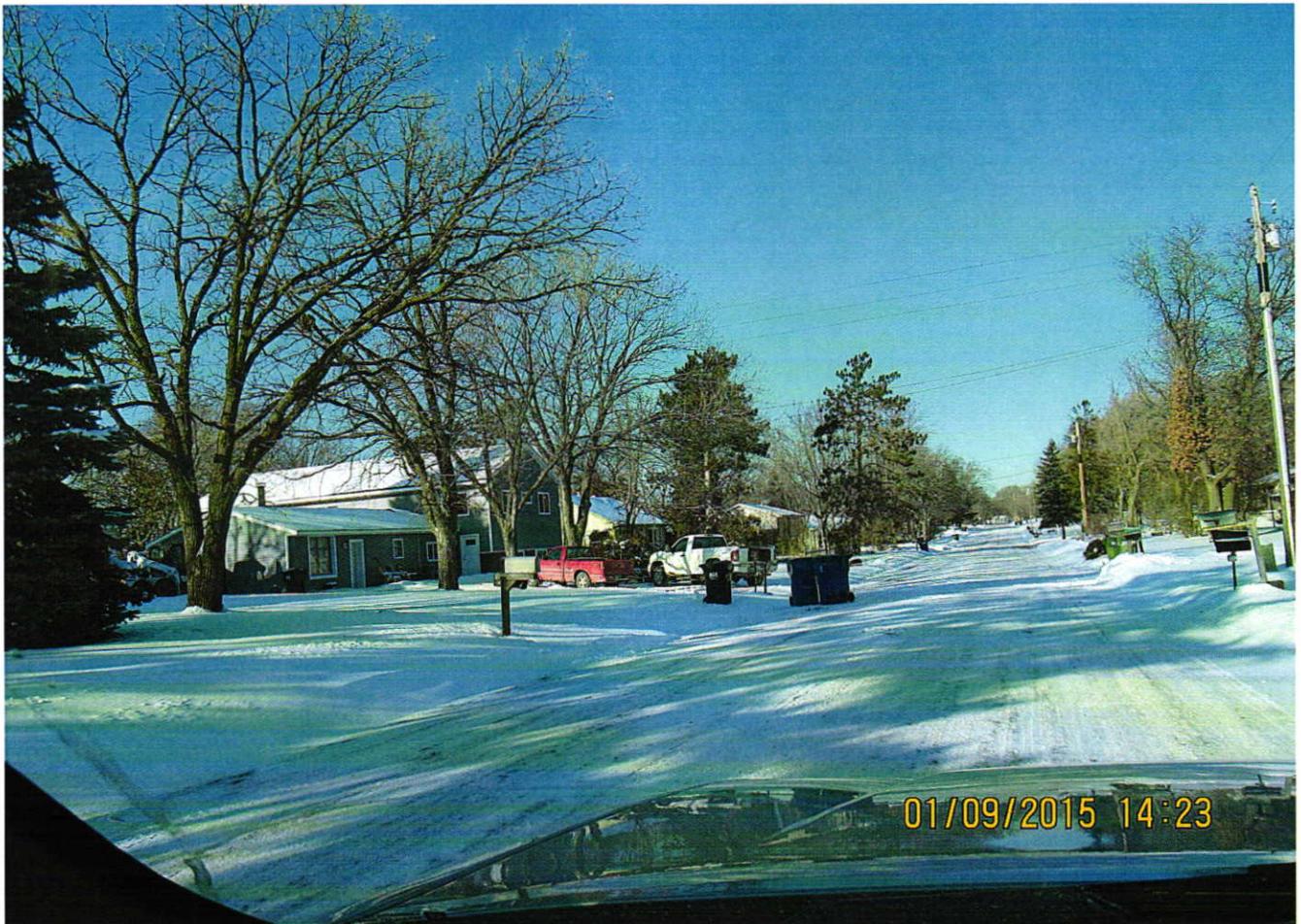
600

MITLYNG, ADAM

Remove skid steer from residential property

JEREMY GORDON
Issue Date: 1-30-2015
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448









ADMINISTRATIVE CITATION

Citation # 59625-24901

Violation Notice

JEREMY GORDON
 9938 COTTONWOOD ST NW
 COON RAPIDS, MN 55448

Issue Date: 1-13-2015

Property Address: **9938 COTTONWOOD ST**
 COON RAPIDS, MN
 PIN: 253124110066

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 1/9/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
01/20/2015	Discontinue parking off pavement in the front and side yards	11-603.1(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-2 District.	\$300
01/20/2015	Remove tires, large pile of brush in trailer, misc junk and debris 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
01/20/2015	Remove skid steer from residential property	11-601.2(1) Truck and Trailer Storage. -- It is illegal to park a semitrailer or special mobile equipment on residential property.	\$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

9938 COTTONWOOD ST
CITATION # 59625-24901
PAGE 2

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

cc:



ADMINISTRATIVE CITATION

Citation # 59625-24902

Violation Notice

JEREMY GORDON
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issue Date: 1-13-2015

Property Address: **9938 COTTONWOOD ST**
COON RAPIDS, MN

PIN: 253124110066

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 1/9/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
01/20/2015	Discontinue placing garbage cans on the roadway for service pickup	8-206(4) Location of Containers and Yard Waste. -- Residential garbage and recycling containers and yard waste may be placed behind the curb, off the roadway, no sooner than 5:00pm the night before collection and stored behind the front yard setback no later than midnight the day of collection.	\$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

9938 COTTONWOOD ST
CITATION # 59625-24902
PAGE 2

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

cc:







SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 59625-24946

Violation Notice

JEREMY GORDON
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issue Date: 1-30-2015

Property Address: **9938 COTTONWOOD ST**
COON RAPIDS, MN

PIN: 253124110066

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 1/30/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
02/06/2015	Discontinue parking off pavement in the front and side yards	11-603.1(7)(i) Parking and Drives. -- Parking is prohibited within the front and side yards except on improved surfaces or off drive parking area in LDR-2 District.	\$600
02/06/2015	Discontinue placing garbage cans on the roadway for service pick up	8-206(4) Location of Containers and Yard Waste. -- Residential garbage and recycling containers and yard waste may be placed behind the curb, off the roadway, no sooner than 5:00pm the night before collection and stored behind the front yard setback no later than midnight the day of collection.	\$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.

Continued on next page

9938 COTTONWOOD ST
CITATION # 59625-24946
PAGE 2

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

cc:



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 59625-24947

Violation Notice

JEREMY GORDON
9938 COTTONWOOD ST NW
COON RAPIDS, MN 55448

Issue Date: 1-30-2015

Property Address: **9938 COTTONWOOD ST**
COON RAPIDS, MN

PIN: 253124110066

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 1/30/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
02/06/2015	Remove skid steer from residential property	11-601.2(1) Truck and Trailer Storage. -- It is illegal to park a semitrailer or special mobile equipment on residential property.	\$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.

9938 COTTONWOOD ST
CITATION # 59625-24947
PAGE 2

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 Mityng
Code Enforcement
763-767-6470

cc:



Board of Adjustment and Appeals - Regular Session

16.

Meeting Date: 10/01/2015

Subject: Case 15-42V, Special Assessment Objection, Jeff and Gloria Emmerich, 12912 Marigold Street NW, 08-31-24-42-0040

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owners have filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

2/10/15 - City staff sent a rental license renewal letter to the property owner and the agent (property owner's son), reminding them that the rental license needed to be renewed by 4/1/15.

4/22/15 - An Administrative Citation (\$300 penalty) was issued for an expired rental license. The citation established a compliance date of 5/22/15 and was mailed to both the property owner in North Carolina and the owner's agent in Rogers, Minnesota.

6/2/15 - There had been no response received from neither the property owner nor the agent, there was no change in ownership per Anoka County property records, and the rental renewal information and citation had not been returned as undelivered so the \$300 citation fee was charged.

Penalty charged: \$300

6/2/15 - Since the rental license was still expired, a second Administrative Citation (\$600 penalty) was issued with a 6/23/15 compliance date. The citation was again mailed to both the property owner in North Carolina and the agent in Rogers, Minnesota.

6/5/15 - Property owner and agent called city hall and spoke with the Housing Inspector about the expired rental license who then e-mailed renewal forms directly to the owner. The Housing Inspector explained to both the owner and agent that renewal forms and fees must be received prior to the compliance date to avoid paying citation fee.

6/11/15 - Rental license renewal form and fees were submitted and the rental license was renewed. Given this was a subsequent citation, one half of the citation fee should have been charged but was administratively overlooked and not charged.

Penalty charged: \$0

ACTION REQUESTED

In Case 15-42V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/5/15
1:50pm

July 25, 2015

City of Coon Rapids - City Council / Board of Adjustments

To Whom It May Concern:

I am submitting this letter as our official written request of appeal in the matter of three (3) Citation Fees for Late Rental License Renewal at the following properties.

- PIN# 08-31-24-42-0040 → 12912 Marigold St. ✓
- PIN# 08-31-24-21-0063 → 5749-123rd Lane
- PIN# 05-31-24-14-0011 → 11990 Orchid St.

We admit the lateness of our renewal licenses fee's but wish to give an explanation. Our hope is that with a full understanding of the extenuating circumstances that lead to our mistake will give us both forgiveness and mercy from fees. We have a good record and are in good standing with our three rental units and have not had past issues with our tenants or with paying rental licensing fees in a timely fashion. We are not a huge property management company. Our son, Ben Emmrich, does our management for us as we currently live in Edenton, NC. Him and his family experience a series of unfortunate events that led up to this failure. It was not done maliciously or with the intent to circumvent the Rental License process. The total fees are \$900 and this will take a very large cut out of our already small margin of money it makes in order for us to cover expenses. Ben has already agreed to pay the fines out of his own pocket but we know this will be a hardship on top of hardship for his family.

Ben has agreed to be present and give his testimony on October 1, 2015 before the City Council. He is listed on our Rental License as the Property Manager and is also our son. We have given him permission to act on our behalf as well as his own in handling this situation and whatever outcome it has. He is also signing this letter as agreement of its content and to show his full cooperation with your final decision.

We thank you for your time and consideration.

Sincerely,

Jeff & Gloria Emmrich



Jeff & Gloria Emmrich

Ben Emmrich



Property Report

Report Date: 8/28/2015

PIN: 053124140011

OPEN

PROPERTY ADDRESS: 12912 MARIGOLD ST

Work Order #17515

Rental Renewal

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
LICENSE RENEWAL DUE Crime Free Training	3/31/11	5/17/10	THOMTON, TERRY	Ben Emmerich completed the Crime Free Training at a Plymouth/Maple Grove location on 4/21/10.
NEXT INSPECTION DUE Information Sent	3/31/11	3/31/11	DRABCZAK, LEYA	renewal sent 170.00
Fee Paid	10/16/08		POSCH, MICHELLE	PD \$170 CK NO 5438
RENTAL INSPECTION	3/31/11	3/31/11	POSCH, MICHELLE	INSPECTION 03/16/2011 @ 3 PM W/BOB - 0 POINTS
LICENSE ISSUED	3/31/11	3/31/11	POSCH, MICHELLE	
LICENSE RENEWAL DUE	8/1/12	8/1/12	DRABCZAK, LEYA	pool without required fence
NEXT INSPECTION DUE	3/5/14	3/5/14	DRABCZAK, LEYA	pool removed
CITATION ISSUED	8/15/11	8/15/11	DRABCZAK, LEYA	renewal sent 100.00
COMPLIANCE	8/24/11	8/24/11	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE 300.00
INFORMATION SENT	1/26/12	7/10/12	DRABCZAK, LEYA	PD \$100 CK NO 5556
CITATION ISSUED	7/10/12	8/1/12	POSCH, MICHELLE	
FEE PAID	8/1/12	8/1/12	POSCH, MICHELLE	
LICENSE ISSUED	8/1/12	8/6/13	DRABCZAK, LEYA	renewal sent 100.00
LICENSE RENEWAL DUE	8/6/13	2/14/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
INFORMATION SENT	2/14/13	3/7/13	POSCH, MICHELLE	spoke to Ben and emailed renewals \$100
EDUCATIONAL MATERIAL	6/11/13	8/5/13	POSCH, MICHELLE	No changes made to renewal form. Paid \$100 check 5592
INFORMATION SENT	8/5/13	8/6/13	HINTZE, CINDY	
FEE PAID	8/6/13	3/5/14	HINTZE, CINDY	No updates to contact info. Paid \$170 check 6010
LICENSE ISSUED	3/5/14	2/26/14	POSCH, MICHELLE	1 POINT
LICENSE RENEWAL DUE	2/26/14	3/20/14	POSCH, MICHELLE	
FEE PAID	3/20/14	3/20/14	POSCH, MICHELLE	
RENTAL INSPECTION	3/20/14	4/1/15	HINTZE, CINDY	Renewal Sent \$100
LICENSE ISSUED	4/1/15	2/10/15	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.
LICENSE RENEWAL DUE	2/10/15	4/22/15	DRABCZAK, LEYA	
INFORMATION SENT	4/22/15			
CITATION ISSUED				

PROPERTY ADDRESS: 12912 MARIGOLD ST

CITATION FEE APPLIED 6/2/15 DRABCZAK, LEYA no response from owner or agent, citation was mailed to both addresses. \$300.00 citation applied.

ASSESSMENT 6/2/15 DRABCZAK, LEYA 300.00 FORWARDED TO FINANCE DEPT NO RESPONSE FROM OWNER, NO CHANGE IN ANOKA CO RECORDS. MAIL NOT RETURNED.

CITATION ISSUED 6/2/15 DRABCZAK, LEYA 600.00 NON RENEWAL OF RENTAL LICENSE

COMMUNICATE W OWNEF 6/5/15 SMALL, MATT Phone discussion with owner and son. Sent new renewal apps to owner via e-mail. Explained to both that license apps and payment must be submitted before compliance date to avoid \$600 citation.

FEE PAID 6/11/15 SMALL, MATT Paid \$100 check 6036. No updates to contact information.

LICENSE ISSUED 6/11/15 SMALL, MATT

COMMUNICATE W OWNEF 8/5/15 DEGRANDE, KRISTIN Ben Emerick 612- (son of owner) who serves as property manager called about pending special assessment (\$300). Had questions about appealing. I told him he could write letter, but parents needed to sign it as the owners.

LICENSE RENEWAL DUE 4/1/16

NEXT INSPECTION DUE 4/1/17

~ 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
Citation # 19467 12-511 Swimming Pools.	8/12/11 compliance date	300.00	DRABCZAK, LEYA	COMPLIANCE DATE 8/22/2011 REMOVE POOL IN BACK YARD OR INSTALL 4'-0" FENCE AS REQUIRED BY BUILDING CODE.	JEFFREY EMMERICH ISSUE DATE 8/15/2011 20304 GOLDENEYE WAY ROGERS, MN 55374
Citation # 20982 12-900 Rental Dwelling License Required.	7/10/12 compliance date	300.00	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE	JEFFREY EMMERICH DATE 7/10/2012 20304 GOLDENEYE WAY ROGERS, MN 55374
Citation # 25138 12-903(1) Rental Dwelling License Required.	4/22/15 5/22/15 compliance date	300	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.	JEFF EMMERICH ISSUE DATE 4/22/2015 PO BOX 322 EDENTON, NC 27932
Citation # 25306 12-903(1) Rental Dwelling License Required.	6/2/15 6/23/15 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	JEFF EMMERICH ISSUE DATE 6/2/2015 PO BOX 322 EDENTON, SC 27932

PROPERTY ADDRESS: 12912 MARIGOLD ST

- \WorkOrder\17515\20140320095\116600.pdf
- \Rental Database\rental insp letter\12912 MARIGOLD ST.doc
- \WorkOrder\17515\20120801091603672.pdf
- \WorkOrder\17515\2015 Rental License.pdf
- \WorkOrder\17515\12912 MARIGOLD ST CERT 2011.doc
- \WorkOrder\17515\12912 MARIGOLD ST LIC 2011.doc
- \WorkOrder\17515\12912 Marigold insp ltr 2014.pdf
- \WorkOrder\17515\Background letter_0073.pdf

End of Report for 12912 MARIGOLD ST



ADMINISTRATIVE CITATION

Citation # 17515-25138

Violation Notice

JEFF EMMERICH
 PO BOX 322
 EDENTON, NC 27932

ISSUE DATE 4/22/2015

Property Address: **12912 MARIGOLD ST**
 COON RAPIDS, MN
 PIN: 053124140011

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/22/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/22/2015	renew expired rental license, property is currently unlicensed.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

12912 MARIGOLD ST
CITATION # 17515-25138
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 17515-25306

Violation Notice

JEFF EMMERICH
PO BOX 322
EDENTON, SC 27932

ISSUE DATE 6/2/2015

Property Address: **12912 MARIGOLD ST**
COON RAPIDS, MN

PIN: 053124140011

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/23/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

12912 MARIGOLD ST
CITATION # 17515-25306
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



Rental License Renewal Application

June 05, 2015

Jeff Emmrich
PO Box 322
Edenton, NC 27932

PAYMENT RECEIVED

JUN 11 2015
AMOUNT \$100.⁰⁰
✓ 6036 Mrs. B.S.

EXPIRED License:	17515
Amount Due:	\$100.00
Payment is past due.	

Please verify all information and make corrections as needed:

RENTAL ADDRESS	12912 MARIGOLD ST	COMPLEX NAME	
OWNER NAME	Jeff Emmrich	RENTAL TYPE	SINGLE FAMILY
OWNER ADDRESS	PO Box 322	NUMBER OF BUILDINGS	1
OWNER CITY STATE ZIP	Edenton, NC 27932	NUMBER OF UNITS	1
OWNER PHONE NO.	2	MANAGER NAME	BEN EMMRICH
OWNER DOB	M	MANAGER PHONE	6
AGENT NAME	Ben Emmrich	ONSITE MANAGER	
AGENT ADDRESS	20304 Goldeneye Way	ONSITE MGR ADDRESS	
AGENT CITY STATE ZIP	Rogers, MN 55374	ONSITE MGR PHONE NO.	
AGENT PHONE NO.	76	EMERGENCY PHONE	
AGENT DOB	A		
EMAIL ADDRESS	@COMCAST.NET		

Do you still own this property? Yes No If no, date of sale: _____

Name and address of Buyer: _____

Return this entire form with your payment made payable to the City of Coon Rapids. If an inspection is required, a letter will be sent indicating the date and time of the inspection. If no inspection is required, your Rental License will be mailed to you. Failure to renew the license may result in an Administrative Citation of \$300 or more.

If you have any questions, please contact Matt Small, Housing Inspector, at 763/767-6575.

Signature: _____ Date: 6/1/15



June 11, 2015

JEFF EMMRICH
PO BOX 322
EDENTON, NC 27932

Rental Dwelling License #17515

Rental Address: 12912 MARIGOLD ST

Thank you for completing the Rental Dwelling Licensing process. Enclosed is your license. A *renewal notice* will be sent prior to the license expiration.

Matt Small
Housing Inspector
763-767-6575

cc: BEN EMMRICH
20304 GOLDENEYE WAY
ROGERS, MN 55374



License Fee: \$100.00

License No. 17515

RENTAL DWELLING LICENSE



By order of the Coon Rapids City Council, a license is hereby granted to:

JEFF EMMRICH
TO OPERATE A RENTAL DWELLING AT
12912 MARIGOLD ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing April 1, 2015 and terminating on April 1, 2016 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of June 11, 2015.

ATTEST: 
Matt Small, Housing Inspector



Board of Adjustment and Appeals - Regular Session

17.

Meeting Date: 10/01/2015

Subject: Case 15-43V, Special Assessment Objection, Jeff and Gloria Emmerich, 3749 123rd Lane NW, 08-31-24-21-0063

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

2/10/15 - City staff mailed a rental license renewal letter to the property owner and the owner's agent (property owner's son), reminding them that the rental license needed to be renewed by 4/1/15.

4/22/15 - An Administrative Citation (\$300 penalty) was issued for an expired rental license. The citation established a compliance date of 5/22/15 and was mailed to both the property owner in North Carolina and the agent in Rogers, Minnesota.

6/2/15 - There was no response from neither the property owner nor the agent, there was no change in ownership per Anoka County property records, and the rental renewal information and citation had not been returned as undelivered so the \$300 citation fee was charged.

Penalty charged: \$300

6/2/15 - Since the rental license was still expired, a second Administrative Citation (\$600 penalty) was issued with a 6/23/15 compliance date. The citation was again mailed to both the property owner in North Carolina and the agent in Rogers, Minnesota.

6/5/15 - Property owner and agent called city hall and spoke with Housing Inspector about expired rental license who then e-mailed renewal forms directly to the owner. The Housing Inspector explained to both the owner and agent that renewal forms and fees must be received prior to compliance date to avoid paying citation fee.

6/11/15 - Rental license renewal form and fees were submitted and the rental license was renewed. Given this was a subsequent citation, one half of the citation fee should have been charged but was administratively overlooked and not charged.

Penalty charged: \$0

ACTION REQUESTED

In Case 15-43V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/5/15
1:50pm

July 25, 2015

City of Coon Rapids - City Council / Board of Adjustments

To Whom It May Concern:

I am submitting this letter as our official written request of appeal in the matter of three (3) Citation Fees for Late Rental License Renewal at the following properties.

- PIN# 08-31-24-42-0040 → 12912 Marigold St.
- PIN# 08-31-24-21-0063 → 3749-123rd Lane ✓
- PIN# 05-31-24-14-0011 → 11990 Orchid St.

We admit the lateness of our renewal licenses fee's but wish to give an explanation. Our hope is that with a full understanding of the extenuating circumstances that lead to our mistake will give us both forgiveness and mercy from fees. We have a good record and are in good standing with our three rental units and have not had past issues with our tenants or with paying rental licensing fees in a timely fashion. We are not a huge property management company. Our son, Ben Emmrich, does our management for us as we currently live in Edenton, NC. Him and his family experience a series of unfortunate events that led up to this failure. It was not done maliciously or with the intent to circumvent the Rental License process. The total fees are \$900 and this will take a very large cut out of our already small margin of money it makes in order for us to cover expenses. Ben has already agreed to pay the fines out of his own pocket but we know this will be a hardship on top of hardship for his family.

Ben has agreed to be present and give his testimony on October 1, 2015 before the City Council. He is listed on our Rental License as the Property Manager and is also our son. We have given him permission to act on our behalf as well as his own in handling this situation and whatever outcome it has. He is also signing this letter as agreement of its content and to show his full cooperation with your final decision.

We thank you for your time and consideration.

Sincerely,

Jeff & Gloria Emmerich

Jeff & Gloria Emmerich

Ben Emmrich

Ben Emmrich



Property Report

Report Date: 8/28/2015

PIN: 083124210063

OPEN

PROPERTY ADDRESS: 3749 123RD LN

Work Order #17513

Rental Renewal

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
LICENSE RENEWAL DUE Crime Free Training		3/31/11 5/17/10	THOMTON, TERRY	Ben Emmrich completed the Crime Free Training at a Plymouth/Maple Grove location on 4/20/10.
Next Inspection Due		6/16/11		renewal sent 170.00
Information Sent		2/15/11	DRABCZAK, LEYA	PD \$170 CK NO 5438
Fee Paid		2/28/11	POSCH, MICHELLE	INSPECTION 03/16/2011 @ 3:30P W/BOB - 0 POINTS
RENTAL INSPECTION		3/31/11	POSCH, MICHELLE	
LICENSE ISSUED		3/31/11	POSCH, MICHELLE	
LICENSE RENEWAL DUE		8/1/12		
NEXT INSPECTION DUE		3/5/14		
INFORMATION SENT		1/26/12	DRABCZAK, LEYA	renewal sent 100.00
CITATION ISSUED		7/10/12	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE 300.00
FEE PAID		8/1/12	POSCH, MICHELLE	PD \$100 CK NO 5556
LICENSE ISSUED		8/1/12	POSCH, MICHELLE	
LICENSE RENEWAL DUE		8/6/13		
INFORMATION SENT		2/15/13	DRABCZAK, LEYA	renewal sent 100.00
EDUCATIONAL MATERIAL		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
INFORMATION SENT		6/11/13	POSCH, MICHELLE	spoke to Ben and emailed renewals \$100
FEE PAID		8/5/13	POSCH, MICHELLE	No changes made to renewal form. Paid \$100 check 5592
LICENSE ISSUED		8/6/13	HINTZE, CINDY	
LICENSE RENEWAL DUE		3/5/14		
FEE PAID		2/26/14	HINTZE, CINDY	No updates to contact info. Paid \$170 check 6010
RENTAL INSPECTION	3/20/14	3/20/14	POSCH, MICHELLE	2 POINTS
LICENSE ISSUED		3/20/14	POSCH, MICHELLE	
LICENSE RENEWAL DUE		6/11/15		
INFORMATION SENT	4/1/15	2/10/15	HINTZE, CINDY	Renewal Sent \$100
CITATION ISSUED		4/22/15	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.
ASSESSMENT		6/2/15	DRABCZAK, LEYA	300.00 FORWARDED TO FINANCE DEPT NO RESPONSE FROM OWNER, NO CHANGE IN ANOKA CO RECORDS. MAIL NOT RETURNED.
CITATION ISSUED		6/2/15	DRABCZAK, LEYA	600.00 NON RENEWAL OF RENTAL LICENSE

PROPERTY ADDRESS: 3749 123RD LN

PIN: 083124210063

CITATION FEE APPLIED 6/2/15 DRABCZAK, LEYA \$300.00 citation fee applied. no response from owner or agent, citation mailed to both addresses.

COMMUNICATE W OWNEF 6/5/15 SMALL, MATT Phone discussions with owner and son. Sent new renewals via e-mail to owner and explained to both that payment and renewal app must be submitted before compliance date to avoid \$600 fine.

FEE PAID 6/11/15 SMALL, MATT Paid \$100 check 6036. No updates to contact information.
 LICENSE ISSUED 6/11/15 SMALL, MATT

LICENSE RENEWAL DUE 4/1/16
 NEXT INSPECTION DUE 4/1/17

~ 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
Citation # 20975 12-900 Rental Dwelling License Required.	7/10/12 compliance date	300.00	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE	JEFFREY EMMERICH ISSUE DATE 7/10/2012 20304 GOLDENEYE WAY ROGERS, MN 55374
Citation # 25145 12-903(1) Rental Dwelling License Required.	4/22/15 5/22/15 compliance date	300	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.	JEFF EMMERICH ISSUE DATE 4/22/2015 PO BOX 322 EDENTON, NC 27932
Citation # 25308 12-903(1) Rental Dwelling License Required.	6/2/15 6/23/15 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	JEFF EMMERICH ISSUE DATE 6/2/2015 PO BOX 322 EDENTON, NC 27932

Files attached to this work order:

- \WorkOrder\17513\20120801091555320.pdf
- \WorkOrder\17513\3749 123RD LN LIC 2011.doc
- \Rental Database\rental insp letter\3749 123RD LN 2011.doc
- \WorkOrder\17513\2013 rental license 10.pdf
- \WorkOrder\17513\20140320095124720.pdf
- \WorkOrder\17513\Background letter_0072.pdf
- \WorkOrder\17513\2015 Rental License.pdf
- \WorkOrder\17513\3749 123rd insp ltr 2014.pdf
- \WorkOrder\17513\3749 123RD LN CERT 2011.doc



ADMINISTRATIVE CITATION

Citation # 17513-25145

Violation Notice

JEFF EMMERICH
PO BOX 322
EDENTON, NC 27932

ISSUE DATE 4/22/2015

Property Address: **3749 123RD LN**
COON RAPIDS, MN
PIN: 083124210063

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/22/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/22/2015	renew expired rental license, property is currently unlicensed.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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

3749 123RD LN
CITATION # 17513-25145
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 17513-25308

Violation Notice

JEFF EMMERICH
PO BOX 322
EDENTON, NC 27932

ISSUE DATE 6/2/2015

Property Address: **3749 123RD LN**
 COON RAPIDS, MN

PIN: 083124210063

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/23/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

3749 123RD LN
CITATION # 17513-25308
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



Rental License Renewal Application

June 05, 2015

Jeff Emmrich
PO Box 322
Edenton, NC 27932

PAYMENT RECEIVED

JUN 11 2015
AMOUNT \$100.00
✓ 6036 MBS.

EXPIRED License:	17513
Amount Due:	\$100.00
Payment is past due.	

Please verify all information and make corrections as needed:

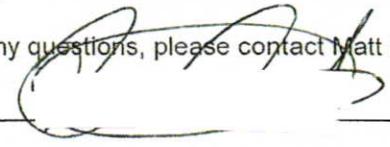
RENTAL ADDRESS	3749 123RD LN	COMPLEX NAME	
OWNER NAME	Jeff Emmrich	RENTAL TYPE	SINGLE FAMILY
OWNER ADDRESS	PO Box 322	NUMBER OF BUILDINGS	1
OWNER CITY STATE ZIP	Edenton, NC 27932	NUMBER OF UNITS	1
OWNER PHONE NO.	2	MANAGER NAME	BEN EMMRICH
OWNER DOB	1	MANAGER PHONE	
AGENT NAME	Ben Emmrich	ONSITE MANAGER	
AGENT ADDRESS	20304 Goldeneye Way	ONSITE MGR ADDRESS	
AGENT CITY STATE ZIP	Rogers, MN 55374	ONSITE MGR PHONE NO.	
AGENT PHONE NO.	7t	EMERGENCY PHONE	
AGENT DOB			
EMAIL ADDRESS	MCAST.NET		

Do you still own this property? Yes No If no, date of sale: _____

Name and address of Buyer: _____

Return this entire form with your payment made payable to the City of Coon Rapids. If an inspection is required, a letter will be sent indicating the date and time of the inspection. If no inspection is required, your Rental License will be mailed to you. Failure to renew the license may result in an Administrative Citation of \$300 or more.

If you have any questions, please contact Matt Small, Housing Inspector, at 763/767-6575.

Signature:  Date: 6/1/15



June 11, 2015

JEFF EMMRICH
PO BOX 322
EDENTON, NC 27932

Rental Dwelling License #17513

Rental Address: 3749 123RD LN

Thank you for completing the Rental Dwelling Licensing process. Enclosed is your license. A *renewal notice* will be sent prior to the license expiration.

Matt Small
Housing Inspector
763-767-6575

cc: BEN EMMRICH
20304 GOLDENEYE WAY
ROGERS, MN 55374

License Fee: \$100.00

License No. 17513



RENTAL DWELLING
LICENSE



By order of the Coon Rapids City Council, a license is hereby granted to:

JEFF EMMRICH

TO OPERATE A RENTAL DWELLING AT

3749 123RD LN

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing April 1, 2015 and terminating on April 1, 2016 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of June 11, 2015.

ATTEST:  _____
Matt Small, Housing Inspector



Board of Adjustment and Appeals - Regular Session

18.

Meeting Date: 10/01/2015

Subject: Case 15-44V, Special Assessment Objection, Jeff and Gloria Emmerich, 11990 Orchid Street NW, 08-31-24-42-0040

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

2/10/15 - City staff sent a rental license renewal letter to the property owner and the agent (property owner's son), reminding them that the rental license needed to be renewed by 4/1/15.

4/22/15 - An Administrative Citation (\$300 penalty) was issued for an expired rental license. The citation established a compliance date of 5/22/15 and was mailed to both the property owner in North Carolina and the agent in Rogers, Minnesota.

6/2/15 - There was no response from neither the property owner nor the agent, there was no change in ownership per Anoka County property records, and the rental renewal information and citation had not been returned as undelivered so the \$300 citation fee was charged.

Penalty charged: \$300

6/2/15 - Since the rental license was still expired, a second Administrative Citation (\$600 penalty) was issued with a 6/23/15 compliance date. The citation was again mailed to both the property owner in North Carolina and the agent in Rogers, Minnesota.

6/5/15 - Property owner and agent called city hall and spoke with Housing Inspector about expired rental license who then e-mailed renewal forms directly to the owner. The Housing Inspector explained to both the owner and agent that renewal forms and fees must be received prior to compliance date to avoid paying citation fee.

6/11/15 - Rental license renewal form and fees were submitted and the rental license was renewed. Given this was a subsequent citation, one half of the citation fee should have been charged but was administratively overlooked and not charged.

Penalty charged: \$0

ACTION REQUESTED

In Case 15-44V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/5/15
1:50pm

July 25, 2015

City of Coon Rapids - City Council / Board of Adjustments

To Whom It May Concern:

I am submitting this letter as our official written request of appeal in the matter of three (3) Citation Fees for Late Rental License Renewal at the following properties.

- PIN# 08-31-24-42-0040 → 12912 Marigold St.
- PIN# 08-31-24-21-0063 → 3749-123rd Lane
- PIN# 05-31-24-14-0011 → 11990 Orchid St. ✓

We admit the lateness of our renewal licenses fee's but wish to give an explanation. Our hope is that with a full understanding of the extenuating circumstances that lead to our mistake will give us both forgiveness and mercy from fees. We have a good record and are in good standing with our three rental units and have not had past issues with our tenants or with paying rental licensing fees in a timely fashion. We are not a huge property management company. Our son, Ben Emmrich, does our management for us as we currently live in Edenton, NC. Him and his family experience a series of unfortunate events that led up to this failure. It was not done maliciously or with the intent to circumvent the Rental License process. The total fees are \$900 and this will take a very large cut out of our already small margin of money it makes in order for us to cover expenses. Ben has already agreed to pay the fines out of his own pocket but we know this will be a hardship on top of hardship for his family.

Ben has agreed to be present and give his testimony on October 1, 2015 before the City Council. He is listed on our Rental License as the Property Manager and is also our son. We have given him permission to act on our behalf as well as his own in handling this situation and whatever outcome it has. He is also signing this letter as agreement of its content and to show his full cooperation with your final decision.

We thank you for your time and consideration.

Sincerely,

Jeff & Gloria Emmerich

Ben Emmrich

Jeff & Gloria Emmerich

Ben Emmrich



Property Report

Report Date: 8/28/2015

PIN: 083124420040

OPEN

PROPERTY ADDRESS: 11990 ORCHID ST

Work Order #17511

Rental Renewal

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
LICENSE RENEWAL DUE	3/31/11	3/31/11		
Crime Free Training	5/17/10	5/17/10	THOMTON, TERRY	Ben Emmrich completed the Crime Free Training at a Plymouth/Maple Grove location on 4/20/10.
NEXT INSPECTION DUE	3/31/11	3/31/11		
Information Sent	2/15/11	2/15/11	DRABCZAK, LEYA	renewal sent 170.00
Fee Paid	2/28/11	2/28/11	POSCH, MICHELLE	PD \$170 CKNO 5438
RENTAL INSPECTION	3/31/11	3/31/11	POSCH, MICHELLE	INSPECTION 03/16/2011 @ 4PM W/BOB - 0 POINTS
LICENSE ISSUED	3/31/11	3/31/11	POSCH, MICHELLE	
LICENSE RENEWAL DUE	8/1/12	8/1/12		
NEXT INSPECTION DUE	3/5/14	3/5/14		
INFORMATION SENT	1/26/12	1/26/12	DRABCZAK, LEYA	renewal sent 100.00
CITATION ISSUED	7/10/12	7/10/12	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE 300.00
FEE PAID	8/1/12	8/1/12	POSCH, MICHELLE	PD \$100 CK NO 5556
LICENSE ISSUED	8/1/12	8/1/12	POSCH, MICHELLE	
LICENSE RENEWAL DUE	8/6/13	8/6/13		
POLICE CONTACT	10/2/12	10/2/12	TONINATO, DESIREE	12-218613 loud party disturbing. renters friend uncooperative and swearing at police. rpt emailed to owner.
INFORMATION SENT	2/14/13	2/14/13	DRABCZAK, LEYA	renewal sent 100.00
EDUCATIONAL MATERIAL	3/7/13	3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
INFORMATION SENT	6/11/13	6/11/13	POSCH, MICHELLE	spoke to Ben and emailed renewals \$100
FEE PAID	8/5/13	8/5/13	POSCH, MICHELLE	No changes made to renewal form. Paid \$100 check 3592
LICENSE ISSUED	8/6/13	8/6/13	HINTZE, CINDY	
LICENSE RENEWAL DUE	3/5/14	3/5/14		
FEE PAID	2/26/14	2/26/14	HINTZE, CINDY	No updates to contact info. Paid \$170 check 6010
RENTAL INSPECTION	3/20/14	3/20/14	POSCH, MICHELLE	0 POINTS
LICENSE ISSUED	3/20/14	3/20/14	POSCH, MICHELLE	
LICENSE RENEWAL DUE	6/11/15	6/11/15		
INFORMATION SENT	2/10/15	2/10/15	HINTZE, CINDY	Renewal Sent \$100
CITATION ISSUED	4/22/15	4/22/15	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.

PROPERTY ADDRESS: 11990 ORCHID ST

PIN: 083124420040

CITATION FEE APPLIED 6/2/15 DRABCZAK, LEYA \$300.00 citation fee applied. no response from owner or agent, citation mailed to both addresses.

ASSESSMENT 6/2/15 DRABCZAK, LEYA 300.00 FORWARDED TO FINANCE DEPT NO RESPONSE FROM OWNER, NO CHANGE IN ANOKA CO RECORDS. MAIL NOT RETURNED.

CITATION ISSUED 6/2/15 DRABCZAK, LEYA 600.00 FOR NON RENEWAL OF LICENSE. CITATIONS SENT TO OWNER AND MANAGER ON ALL PROPERTIES

COMMUNICATE W OWNEF 6/5/15 SMALL, MATT Phone discussion with owner and son. New renewal apps sent to owner via e-mail. Explained to both that payment and renewal app must be submitted before compliance date to avoid \$600 fine.

FEE PAID 6/11/15 SMALL, MATT Paid \$100 check 6036. No updates to contact information.

LICENSE ISSUED 6/11/15 SMALL, MATT

LICENSE RENEWAL DUE 4/1/16

NEXT INSPECTION DUE 4/1/17

~ 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
Citation # 20985 12-900 Rental Dwelling License Required.	7/10/12 compliance date	300.00	DRABCZAK, LEYA	COMPLIANCE 7/24/2012 OBTAIN RENTAL LICENSE	JEFF EMMERICH ISSUE DATE 7/10/2012 20304 GOLDENEYE WAY ROGERS, MN 55374
Citation # 25134 12-903(1) Rental Dwelling License Required.	4/22/15 5/22/15 compliance date	300	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.	JEFF EMMERICH ISSUE DATE 4/22/2015 PO BOX 322 EDENTON, NC 27932
Citation # 25307 12-903(1) Rental Dwelling License Required.	6/2/15 6/23/15 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	JEFF EMMERICH ISSUE DATE 6/2/2015 PO BOX 322 EDENTON, NC 27932

Files attached to this work order:

- \Rental Database\rental insp letter\11990 ORCHID ST 2011.doc
- \WorkOrder\17511\11990 Orchid insp ltr 2014.pdf
- \WorkOrder\17511\11990 ORCHID ST LIC 2011.doc
- \WorkOrder\17511\2015 Rental License.pdf
- \WorkOrder\17511\2013 rental license 11.pdf
- \WorkOrder\17511\20120801091527681.pdf
- \WorkOrder\17511\Background letter_0071.pdf
- \WorkOrder\17511\11990 ORCHID ST CERT 2011.doc
- \WorkOrder\17511\20140320095109001.pdf

Report Date: 8/28/2015

PROPERTY ADDRESS: 11990 ORCHID ST

PIN: 083124420040

End of Report for 11990 ORCHID ST



ADMINISTRATIVE CITATION

Citation # 17511-25134

Violation Notice

JEFF EMMERICH
 PO BOX 322
 EDENTON, NC 27932

ISSUE DATE 4/22/2015

Property Address: **11990 ORCHID ST**
 COON RAPIDS, MN
 PIN: 083124420040

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/22/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/22/2015	renew expired rental license, property is currently unlicensed.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

11990 ORCHID ST
CITATION # 17511-25134
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 17511-25307

Violation Notice

JEFF EMMERICH
PO BOX 322
EDENTON, NC 27932

ISSUE DATE 6/2/2015

Property Address: **11990 ORCHID ST**
 COON RAPIDS, MN

PIN: 083124420040

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/23/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

11990 ORCHID ST
CITATION # 17511-25307
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc: Ben Emmrich
20304 Goldeneye Way
Rogers, MN 55374



Rental License Renewal Application

June 05, 2015

Jeff Emmrich
PO Box 322
Edenton, NC 27932

PAYMENT RECEIVED

JUN 11 2015
AMOUNT 100.00
✓ 6036 Mrs. S.

EXPIRED License:	17511
Amount Due:	\$100.00
Payment is past due.	

Please verify all information and make corrections as needed:

RENTAL ADDRESS	11990 ORCHID ST	COMPLEX NAME	
OWNER NAME	Jeff Emmrich	RENTAL TYPE	SINGLE FAMILY
OWNER ADDRESS	PO Box 322	NUMBER OF BUILDINGS	1
OWNER CITY STATE ZIP	Edenton, NC 27932	NUMBER OF UNITS	1
OWNER PHONE NO.		MANAGER NAME	BEN EMMRICH
OWNER DOB		MANAGER PHONE	
AGENT NAME	Ben Emmrich	ONSITE MANAGER	
AGENT ADDRESS	20304 Goldeneye Way	ONSITE MGR ADDRESS	
AGENT CITY STATE ZIP	Rogers, MN 55374	ONSITE MGR PHONE NO.	
AGENT PHONE NO.		EMERGENCY PHONE	
AGENT DOB		EMAIL ADDRESS	
AGENT DOB		NET	

Do you still own this property? Yes No If no, date of sale: _____

Name and address of Buyer: _____

Return this entire form with your payment made payable to the City of Coon Rapids. If an inspection is required, a letter will be sent indicating the date and time of the inspection. If no inspection is required, your Rental License will be mailed to you. Failure to renew the license may result in an Administrative Citation of \$300 or more.

If you have any questions, please contact Matt Small, Housing Inspector, at 763/767-6575.

Signature: _____ Date: 6/1/15



June 11, 2015

JEFF EMMRICH
PO BOX 322
EDENTON, NC 27932

Rental Dwelling License #17511

Rental Address: 11990 ORCHID ST

Thank you for completing the Rental Dwelling Licensing process. Enclosed is your license. A *renewal notice* will be sent prior to the license expiration.

Matt Small
Housing Inspector
763-767-6575

cc: BEN EMMRICH
20304 GOLDENEYE WAY
ROGERS, MN 55374



License Fee: \$100.00

License No. 17511

RENTAL DWELLING LICENSE



By order of the Coon Rapids City Council, a license is hereby granted to:

JEFF EMMRICH

TO OPERATE A RENTAL DWELLING AT

11990 ORCHID ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing April 1, 2015 and terminating on April 1, 2016 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of June 11, 2015.

ATTEST: Matt Small
Matt Small, Housing Inspector



Board of Adjustment and Appeals - Regular Session

19.

Meeting Date: 10/01/2015

Subject: Case 15-45V, Special Assessment Objection, Nancy Pham, 150 Northdale Blvd NW, 13-31-24-42-0072

From: Heather Rodgers,

INTRODUCTION

An unpaid penalty and abatement fees in the amount of \$1,047 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

On 05/14/2015 an Administrative Citation of \$300.00 was issued for junk and debris on the property. The citation was mailed to the owner of record and to the property. The citation established a compliance date of 05/21/2015.

On 05/27/2015 the property was re-inspected and the junk and debris remained in violation of City Code 8-109. Since compliance was not achieved, the \$300.00 penalty was charged.

On 05/28/2015 Code enforcement staff informed the resident of the required abatement. The violation was then abated.

Penalties charged: \$300.00 (junk and debris), \$747.00 (abatement cost charged by vendor)

ACTION REQUESTED

In case 15-45V, it is requested the Board of Adjustments and Appeals recommend the City Council affirm the \$1,047 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/5/15
at 1:55pm

Nancy Pham
150 Northdale Blvd Nw
Coon Rapids, MN 55448
Cell:

August 5, 2015

City of Coon Rapids
Board of Adjustment and Appeals
11155 Robinson Drive
Coon Rapids, MN 55448

To The Board of Adjustments and Appeals,

We, Nancy Pham and Phuc Pham, would like to appeal to Board of Adjustment and Appeals and the City of Coon Rapids on the assessment put on the property at 150 Northdale Blvd NW. We are hoping to reduce or hopefully waiver the assessment fee. We were notify in letter from the city that there was yard waste and debris on our property that was has to be cleared before May 28, 2015. We cleared the bags of leaves and yard debris that was located in front yard of the property into the different or thrown away out of the public view. We were under the impression that was what the problem was, because the letter was very vague on what we needed to clean up.

Best Regards,

Owner

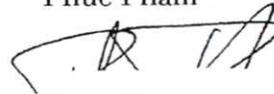
Nancy Pham

NA .DP

08/05/2015

Tenant

Phuc Pham



8-4-2015

#13-31-24-42-0072

\$1047.00



Property Report

Report Date: 9/3/2015

PROPERTY ADDRESS: 150 NORTHDAL BLVD

PIN: 133124420072

Work Order #60507

Yard And Lot Issues

CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1	5/12/15	5/12/15	RODGERS, HEATHER	building materials, garbage bags along fence line & misc junk/debris throughout property.
CITATION ISSUED	5/14/15	5/14/15	RODGERS, HEATHER	\$300.00 for Junk and debris Sent citation to taxpayer on record and one to the property.
CITATION REINSPECT	5/22/15	5/27/15	RODGERS, HEATHER	Reinspected on 05/27/2015- non-compliant, need to abate property. Building materials still exist, misc junk & debris, garbage bags are still on property in a pile.
ABATE	5/28/15	5/28/15	RODGERS, HEATHER	Flo abated building material and garbage bags.
COMPLIANCE	5/28/15	5/28/15	RODGERS, HEATHER	Property is in compliance- abated by Flo
CITATION FEE APPLIED	6/1/15	6/1/15	RODGERS, HEATHER	\$300
ASSESSMENT	6/1/15	6/1/15	RODGERS, HEATHER	Flo's invoice #1190 for \$677.00
COMMUNICATE W OWNEF	8/5/15	8/4/15	DEGRANDE, KRISTIN	Son of owners called. There is a language barrier and he wants to be able to submit appeal to special assessments on their behalf. I told him that would be fine as long as they signed it.

~ 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
Citation # 25192	5/12/15	300	RODGERS, HEATHER	Remove misc junk and debris, building materials, garbage bags in rear and along fence line.	PHAM NANCY Date: 05/14/2015 11927 SUMMERSET LN, BURNSVILLE, MN 55337
8-109 Building Materials, Junk and Debris.	5/21/15 compliance date				Issue

Files attached to this work order:

\\WorkOrder\60507\150 Northdale Blvd Invoice.pdf

End of Report for 150 NORTHDAL BLVD















ADMINISTRATIVE CITATION

Citation # 60507-25192

Violation Notice

PHAM NANCY Issue Date: 05/14/2015
 11927 SUMMERSET LN,
 BURNSVILLE, MN 55337

Property Address: **150 NORTHDAL BLVD**
 COON RAPIDS, MN

PIN: 133124420072

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 5/12/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/21/2015	Remove misc junk and debris, building materials, garbage bags in rear and along fence 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

150 NORTHDALD BLVD
CITATION # 60507-25192
PAGE 2

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.

Heather Rodgers
Property Maintenance Inspector
763-767-6596

cc:





















Board of Adjustment and Appeals - Regular Session

20.

Meeting Date: 10/01/2015

Subject: Case 15-46V, Special Assessment Objection, Heidi and Charles Meade, 10348 Xavis Street NW, 21-31-24-41-0007

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$900 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

3/17/15 - A City Housing Inspector spoke with rental property owner Heidi Meade on the phone. The inspector explained the expired status of the rental license. The rental license had expired on 3/1/14. Ms. Meade had paid her renewal fees but did not appear two different times for her required scheduled property inspection. The inspection finally occurred on 9/25/14, but she failed to schedule a re-inspection after completing cited repairs. For this reason, a rental license for 2014 was never issued and the rental license now needed to be renewed for 2015. A rental renewal form was mailed to her address in St. Francis, Minnesota.

3/26/15 - The re-inspection of the 2014 inspection was finally completed and passed.

4/22/15 - An administrative Citation (\$300 penalty) was issued for the expired 2015 rental license. The citation established a 5/22/15 compliance date to renew the rental license and was mailed to her St. Francis, Minnesota, address.

6/2/15 - The rental license had not been renewed and City staff had received no communication from the property owner. For these reasons, the citation fee was charged.

Penalty charged: \$300

6/3/15 - Since the property was still in violation of City Code, a second Administrative Citation (\$600 penalty) was issued and sent to the property owner. The citation established a 6/23/15 compliance date.

6/24/15 - The rental license had not been renewed and City staff had received no communication from the property owner. For these reasons, the citation fee was charged.

Penalty charged: \$600

6/25/15 - Since the property was still in violation of City Code, a third Administrative Citation (\$1200 penalty) was issued and sent to the property owner. The citation established a 7/17/15 compliance date.

6/26/15 - The property owner called City Hall with questions about the citations. She claimed she did not understand them. City staff explained the status of the property and what was needed to get the property into compliance. Renewal forms were re-sent to property owner. Owner stated to staff that she has not been opening her mail.

7/21/15 - Property owner came in to City Hall to discuss the citations and her expired rental license. At this time, she submitted the renewal form and paid the renewal fee.

7/29/15 - The rental license was renewed and staff did not charge the third citation penalty.

Penalty charged: \$0

Total penalty charged: \$900

ACTION REQUESTED

In Case 15-46V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$900 special assessment in its entirety.

Attachments

Supporting Documents

August 1, 2015

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



2:30pm

Re: Citation 21316-25435, and other citation
Property 10348 Xavis St. rental license

To whom it may concern.

I received a citation for 300 dollars (citation #21316-25124) back in May. I misunderstood the inspector and thought that the fee was waived so I never paid it. That was a mistake. I inherited the property and was learning how the inspection and license system worked.

In June I received a citation for 1200 dollars (citation #21316-25435). I never saw the second citation for ~~600~~ dollars so was unaware of my non-compliance on the first violation.

Had I not misunderstood the inspector I certainly would have paid the 300 dollars and not let the bill get larger or let the violations continue. This was an error in communication not a refusal to comply.

I am asking to only be charged the original \$300.00 citation instead all 3 violations.

I apologize for the misunderstanding. Thank you. If you have any questions please contact me at 763-_____.

Sincerely

A handwritten signature in black ink, appearing to read "Heidi K. Meade".

A second handwritten signature in black ink, appearing to read "Heidi K. Meade".

Heidi K. Meade

Owner

#21-31-24-41-0007 , \$900.



Welcome to the Web site of

Anoka County
 Minnesota

Property Details

Parties

Property ID	21-31-24-41-0007	Situs Address	10348 XAVIS ST NW , COON RAPIDS, MN 55433-0000
-------------	------------------	---------------	--

Parties					
Role	Percent	Name	Address	Since	To
Mortgage Company	100.00	PHH MORTGAGE	95 METHODIST HILL DR STE 100, ROCHESTER, NY 14623 UNITED STATES	08/22/2015	Current
Owner	100.00	CHARLES J MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current
Owner	100.00	HEIDI K MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current
Taxpayer	100.00	CHARLES J MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current

Developed by Manatron, Inc.
 ©2010 All rights reserved.
 Version 1.0.5316.24372



Property Report

Report Date: 8/31/2015

PIN: 213124410007

OPEN

PROPERTY ADDRESS: 10348 XAVIS ST

Work Order #21316

Rental Renewal

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
Applications	3/5/09	3/5/09	POSCH, MICHELLE	RECVD
License issued		3/31/09	POSCH, MICHELLE	issued license
Crime Free Training	4/20/10	3/30/10	POSCH, MICHELLE	REGISTERED - MAPLE GROVE PD - 4/20-21/10 - LEFT MESSAGE 02/08/2011 TO SEND CERTIFICATE.
Information Sent	1/4/11	1/4/11	DRABCZAK, LEYA	renewal sent 1/4/2010 170.00 requested docs
Fee Paid	1/25/11	1/25/11	DRABCZAK, LEYA	CK # 6596 PD \$ 170.00
Crime Free Training		2/9/11	POSCH, MICHELLE	COMPLETED PLYMOUTH TRAINING - 4/20,21/2010
License Renewal Due		2/13/11		
Next Inspection Due		2/13/11		
Rental Inspection	2/9/11	2/13/11	POSCH, MICHELLE	AT 11:00 W/BOB - 0 POINTS
License issued	2/13/11	2/13/11	POSCH, MICHELLE	
License Renewal Due		1/31/12		
Next Inspection Due		1/23/14		
INFORMATION SENT		1/20/12	DRABCZAK, LEYA	renewal sent 100.00
FEE PAID		1/31/12	HINTZE, CINDY	No updates to contact info. Paid \$100 check 5262.
LICENSE ISSUED		1/31/12	HINTZE, CINDY	
INFORMATION SENT		1/31/12	DRABCZAK, LEYA	renewal sent \$100.00
LICENSE RENEWAL DUE		2/1/13		
FEE PAID		2/25/13		
LICENSE ISSUED		2/25/13	POSCH, MICHELLE	PD \$100 CK NO 5674
LICENSE RENEWAL DUE		2/25/13	POSCH, MICHELLE	
EDUCATIONAL MATERIAL		9/25/14		
INFORMATION SENT		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
FEE PAID		12/31/13	POSCH, MICHELLE	RENEWAL \$170
RENTAL INSPECTION	4/2/14	1/22/14	POSCH, MICHELLE	PD \$170 CK NO 5980
		7/31/14	POSCH, MICHELLE	NO SHOWS 2/5/2014 AND 4/2/2014
				Inspection never took place; completing task - activated License Renewal Due again so it shows on Expired License Report. CH 7/31/14
				\$300 NO LICENSE -
CITATION ISSUED		4/3/14	POSCH, MICHELLE	\$300 NO LICENSE INSPECTION - 2 NO SHOWS 2/5 & 4/2/2014
CITATION REINSPECT	5/1/14	3/17/15	POSCH, MICHELLE	300.00 citation for failure to renewal rental license
CITATION ISSUED		8/11/14	DRABCZAK, LEYA	

PROPERTY ADDRESS: 10348 XAVIS ST

CITATION FEE APPLIED	9/11/14	DRABCZAK, LEYA	no communication from owner 300.00 citation forwarded to finance dept.
CITATION ISSUED	9/11/14	DRABCZAK, LEYA	600.00 citation for non renewal of rental license. Citation closed - owner has responded on 9.19.14 and scheduled renewal inspection. MBS
COMMUNICATE W OWNEF	9/18/14	DRABCZAK, LEYA	ld returned call and left message
COMMUNICATE W OWNEF	9/19/14	SMALL, MATT	Owner called to schedule renewal inspection. Owner claims that she did not receive inspection letters. Explained to owner that all citations except for the citation issued 9.11.14 must be paid or will be assessed to taxes.
RENTAL INSPECTION	9/25/14	SMALL, MATT	Inspection completed 3 points - 3 year inspection cycle.
COMMUNICATE W OWNEF	1/21/15	DEGRANDE, KRISTIN	Owner Heidi 763- ' called regarding pending assessment against rental property. She was confused why is she being charged since she now has a current license. I returned call and left vm that she complied after 2nd citation, 1st one was charged
LICENSE RENEWAL DUE	7/21/15	SMALL, MATT	Phone discussion with owner regarding expired status of license. Explained to owner that 2014 license has not been issued due to outstanding repairs. Owner didn't call to schedule re-inspection. 2014 license cycle has expired and owner needs - cont..
COMMUNICATE W OWNEF	3/17/15	SMALL, MATT	continued from last entry... to begin renewal process for 2015 license cycle. License expires annually on March 1 of every year and non-compliance doesn't change the license expiration date. Owner scheduled re-inspection for 3.26.15
COMMUNICATE W OWNEF	3/17/15	SMALL, MATT	Renewal sent \$100 for 2015 - 16 license cycle. 2014 license was not issued due to outstanding repairs that were not completed.
INFORMATION SENT	3/17/15	SMALL, MATT	Re-inspection completed and passed.
FOLLOW-UP INSPECTION	3/26/15	SMALL, MATT	renew expired rental license, property is currently unlicensed. \$300.00 citation issued for expired rental license
CITATION ISSUED	4/22/15	DRABCZAK, LEYA	\$300.00 citation fee applied for expired rental license. No communication from owner as of 6.2.15
CITATION FEE APPLIED	6/2/15	DRABCZAK, LEYA	300.00 TO FINANCE DEPT NO RESPONSE FROM OWNER, NO CHANGE IN ANOKA CO RECORDS, MAIL NOT RETURNED.
ASSESSMENT	6/2/15	DRABCZAK, LEYA	600.00 FOR NON RENEWAL OF RENTAL LICENSE.
CITATION ISSUED	6/3/15	DRABCZAK, LEYA	\$600.00 citation fee charged for expired rental license. No communication from owner as of 6.24.15
CITATION FEE APPLIED	6/24/15	DRABCZAK, LEYA	NO RESPONSE FROM OWNER NO CHANGE IN ANOKA CO RECORDS. 600.00 TO FINANCE DEPT. NO MAIL RETURNED.
ASSESSMENT	6/24/15	DRABCZAK, LEYA	1200.00 FOR EXPIRED RENTAL LICENSE
CITATION ISSUED	6/24/15	DRABCZAK, LEYA	ld returned call to owner heidi, she states she is confused and received citations and she did not understand them. ld explained issues and send renewal forms again as owner has misplaced them. Owner states she has not been opening her mail.
COMMUNICATE W OWNEF	6/26/15	DRABCZAK, LEYA	Discussion with owner at City Hall regarding Citations for expired rental license. Owner paid 2015-16 license fee. Advised owner that she will need to pay or appeal the citation charges or these will be assessed to the taxes.
COMMUNICATE W OWNEF	7/21/15	SMALL, MATT	Paid \$100 check 6381.
FEE PAID	7/21/15	SMALL, MATT	2015 - 2016 license issued.
LICENSE ISSUED	7/29/15	SMALL, MATT	Written appeal submitted by owner - attached.
APPEAL SUBMITTED	8/5/15	SMALL, MATT	
LICENSE RENEWAL DUE	3/1/16		
NEXT INSPECTION DUE	3/1/17		

PROPERTY ADDRESS: 10348 XAVIS ST

~ 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
Citation # 23836 12-903(1) Rental Dwelling License Required.	4/3/14 5/1/14 compliance date	300	POSCH, MICHELLE	SCHEDULE A RENTAL LICENSE INSPECTION BY COMPLIANCE DATE.	HEIDI MEADE DATE: 04/03/2014 23868 UTE ST ST FRANCIS, MN 55070
Citation # 24493 12-903(1) Rental Dwelling License Required.	8/11/14 8/31/14 compliance date	300	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE DATE 8/12/2014 23868 UTE ST STA FRANCIS, MN 55070
Citation # 24580 12-903(1) Rental Dwelling License Required.	9/11/14 9/30/14 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE DATE 9-11-2014 23868 UTE ST ST. FRANCIS, MN 55070
Citation # 25124 12-903(1) Rental Dwelling License Required.	4/22/15 5/22/15 compliance date	300	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.	HEIDI MEADE DATE 4/22/2015 23868 UTE ST ST FRANCIS, MN 55070
Citation # 25313 12-903(1) Rental Dwelling License Required.	6/2/15 6/23/15 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 6/3/2015 23868 UTE ST ST FRANCIS, MN 55070
Citation # 25435 12-903(1) Rental Dwelling License Required.	6/24/15 7/17/15 compliance date	1200	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 6/25/2015 23868 UTE ST ST FRANCIS, MN 55070

Files attached to this work order:

- \\WorkOrder\21316\10348 XAVIS ST LIC 2012.pdf
- \\Rental Database\rental licenses\10348 XAVIS ST.doc
- \\Code Enforcement Files\Housing\INSPECTION LETTERS 2011\103048 XAVIS ST.doc
- \\Rental Database\rental licenses\10348 XAVIS ST CERT 2011.doc

PROPERTY ADDRESS: 10348 XAVIS ST

\Rental Database\rental licenses\10348 XAVIS ST LIC 2011.doc
\WorkOrder\21316\20140123091022185.pdf
\WorkOrder\21316\2014 Insp Rprt_004.pdf
\WorkOrder\21316\2015 Appeal.pdf
\WorkOrder\21316\2015 Rental License.pdf
\WorkOrder\21316\20130225123830887.pdf
\WorkOrder\21316\background letter_0015-4.pdf

End of Report for 10348 XAVIS 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

February 25, 2013

HEIDI MEADE
223868 UTE ST
ST FRANCIS, MN 55070

RENTAL DWELLING LICENSE #21316

RENTAL ADDRESS 10348 XAVIS ST

Thank you for completing the Rental Dwelling Licensing process. The attached license is valid for one year. A *renewal notice* will be sent prior to the license expiration.

Michelle Posch
Housing Inspector
City of Coon Rapids
763-767-6575

cc:

License No. 21316

License Fee: \$100.00



RENTAL DWELLING
LICENSE

By order of the Coon Rapids City Council, a license is hereby granted to:

HEIDI MEADE
TO OPERATE A RENTAL DWELLING AT

10348 XAVIS ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing March 1, 2013 and terminating on March 1, 2014 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of February 25, 2013.

ATTEST:

A handwritten signature in black ink, appearing to read "Michelle Posch", written over a horizontal line.

Michelle Posch, Compliance Officer

City of Coon Rapids Rental License Inspection Report

WO# 21316 Page 1 of

Owner		Date of Inspection 9-25-14	
Rental Address 10348 Xavis St.		Time 11:00	
Contact Heidi Mead		<input type="checkbox"/> Charge Reinspection	
Phone #	Cell #	Arrival Time: 11:00	Departure Time: 11:45

A. GENERAL INFORMATION: No. BR's: 1 2 3 4 5 Inspected by: M J
 Type of Inspection: New Rental Renewal Other _____ 911 Escort: Yes No
 Type of Housing: Single Family Townhome Twinhome Apartment Mobile Home

B. CHECK LIST	P	F	I	4. Other Rooms	P	F	I	7. Heating/Plumbing	P	F	I
1. Living Room				Room Code				7.1 Heating equip adequate			
1.1 Living room present				1. Bedroom 2. Dining				7.2 Safety of heating equip.			
1.2 Electricity				3. Family 4. Halls/Corridors				7.3 Ventilation/cooling			
1.3 Electrical hazards				5. Other				7.4 Water heater			
1.4 Security				4.1 Room code				7.5 Water supply			
1.5 Window condition				4.2 Electricity/illumination				7.6 Dryer venting			
1.6 Ceiling condition				4.3 Electrical hazards				7.7			
1.7 Wall condition				4.4 Security				8. Health and Safety			
1.8 Floor condition				4.5 Window condition				8.1 Access to unit			
1.9				4.6 Ceiling condition				8.2 Fire exits			
2. Kitchen				4.7 Wall condition				8.3 Infestation—Evidence			
2.1 Kitchen area present				4.8 Floor condition				8.4 Garbage/debris			
2.2 Electricity				4.9				8.5 Refuse disposal			
2.3 Electrical hazards				5. Secondary Rooms	P	F	I	8.6 Int. stairs/halls-common			
2.4 Security				5.1 None (go to pt. 6)				8.7 Interior Hazards			
2.5 Window condition				5.2 Security				8.8 Carbon monoxide		X	
2.6 Ceiling condition				5.3 Electrical hazards				8.9 Fire extinguishers			
2.7 Wall condition				5.4 Other hazards				8.10 Smoke detectors		X	
2.8 Floor condition				6. Building Exterior	P	F	I	8.11			
2.9 Stove/Range/Oven				6.1 Foundation condition							
2.10 Refrigerator				6.2 Stairs/Rails/Porches							
2.11 Sink				6.3 Roof/Gutters							
2.12 Food stor/prep/serv				6.4 Exterior surfaces (siding)							
2.13				6.5 Chimney							
3. Bathroom				6.6 Garage storage							
3.1 Bathroom present				6.7 Storage			X				
3.2 Electricity				EXPLANATION OF FAIL/							
3.3 Electrical hazards				INCONCLUSIVE RATING:							
3.4 Security											
3.5 Window condition											
3.6 Ceiling condition											
3.7 Wall condition											
3.8 Floor condition											
3.9 Flush toilet											
3.10 Wash basin											
3.11 Tub/Shower											
3.12 Ventilation											
3.13											

C. INSPECTION HISTORY				
Date	ETA	Results		
9/25/14	11:00	Pass	Fail	No Show
/ /	:	Pass	Fail	No Show
/ /	:	Pass	Fail	No Show
/ /	:	Pass	Fail	No Show
Total Points: 3		Inspection Cycle in Years: 3		

EXPLANATION OF FAIL/ INCONCLUSIVE RATING:

- Remove prohibited items being stored outside incl. weight equip, furniture, storm door, etc.
- Secure cover on main elect. fuse panel in bsmt. mech room
- Repair, replace smoke alarm in bsmt. and install carbon monoxide alarm
- Install smoke alarm in hallway of 2nd level outside of bedrooms
- Repair, replace smoke alarm in SE bdrm & NW
- Install carbon monoxide alarm outside of 2nd level bdrms
- Remove bdrm furniture away from windows as needed.
- Install supply vent on 2nd level bathroom
- Re-install loose missing tiles in 2nd level bath

* Please make repairs within 30 days of this notice.

No reinspection required City ordinance 12-900

Reinspection Required - Call 763-767-6575 when repairs are complete



Neighborhood Reinvestment
 11555 Robinson Dr NW
 Coon Rapids, MN 55433



ADMINISTRATIVE CITATION

Citation # 21316-25124

Violation Notice

HEIDI MEADE ISSUE DATE 4/22/2015
 23868 UTE ST
 ST FRANCIS, MN 55070

Property Address: **10348 XAVIS ST**
 COON RAPIDS, MN

 PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/22/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/22/2015	renew expired rental license, property is currently unlicensed.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

10348 XAVIS ST
CITATION # 21316-25124
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 21316-25313

Violation Notice

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

ISSUE DATE 6/3/2015

Property Address: **10348 XAVIS ST**
 COON RAPIDS, MN

PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/23/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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.

10348 XAVIS ST
CITATION # 21316-25313
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



THIRD VIOLATION ADMINISTRATIVE CITATION

Citation # 21316-25435

Violation Notice

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

ISSUE DATE 6/25/20153

Property Address: **10348 XAVIS ST**
COON RAPIDS, MN

PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/24/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
07/17/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	\$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

10348 XAVIS ST
CITATION # 21316-25435
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:



Paid \$100.00 ✓ 6381
M.B.S. 7-21-15

Rental License Renewal Application

June 26, 2015

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

EXPIRED License:	21316
Amount Due:	\$100.00*
Payment is past due.	

Please verify all information and make corrections as needed:

RENTAL ADDRESS	10348 XAVIS ST	COMPLEX NAME	
OWNER NAME	HEIDI MEADE	RENTAL TYPE	SINGLE FAMILY
OWNER ADDRESS	23868 UTE ST	NUMBER OF BUILDINGS	1
OWNER CITY STATE ZIP	ST FRANCIS, MN 55070	NUMBER OF UNITS	1
OWNER PHONE NO.	763-228-0902	MANAGER NAME	
OWNER DOB	0 AM	MANAGER PHONE	
AGENT NAME		ONSITE MANAGER	
AGENT ADDRESS		ONSITE MGR ADDRESS	
AGENT CITY STATE ZIP		ONSITE MGR PHONE NO.	
AGENT PHONE NO.		EMERGENCY PHONE	
AGENT DOB			
EMAIL ADDRESS			

Do you still own this property? Yes No If no, date of sale: _____

Name and address of Buyer: _____

Return this entire form with your payment made payable to the City of Coon Rapids. If an inspection is required, a letter will be sent indicating the date and time of the inspection. If no inspection is required, your Rental License will be mailed to you. Failure to renew the license may result in an Administrative Citation of \$300 or more.

If you have any questions, please contact Matt Small, Housing Inspector, at 763/767-6575.

Signature: _____ Date: 7-21-15

* If you choose to pay by electronic bank payment, please include a copy of your payment confirmation with this renewal form. Be aware that electronic payment will delay the processing of the rental license renewal.



July 29, 2015

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

Rental Dwelling License #21316

Rental Address: 10348 XAVIS ST

Thank you for completing the Rental Dwelling Licensing process. Enclosed is your license. A *renewal notice* will be sent prior to the license expiration.

Matt Small
Housing Inspector
763-767-6575

cc:



License Fee: \$100.00

License No. 21316

**RENTAL DWELLING
LICENSE**



By order of the Coon Rapids City Council, a license is hereby granted to:

HEIDI MEADE

TO OPERATE A RENTAL DWELLING AT

10348 XAVIS ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing March 1, 2015 and terminating on March 1, 2016 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of July 29, 2015.

ATTEST: 
Matt Small, Housing Inspector



Board of Adjustment and Appeals - Regular Session

21.

Meeting Date: 10/01/2015

Subject: Case 15-47V, Special Assessment Objection, Brianna Robinson, 2263 110th Lane NW, 15-31-24-33-0056

From: Kristin DeGrande, Neighborhood Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$150 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/27/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/3/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

6/4/15 - The property was re-inspected. The yard was cut and in compliance with City Code.

Penalty charged: \$0

7/8/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 7/15/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

7/16/15 - The property was re-inspected. The yard was cut and in compliance with City Code. Since this was a subsequent violation, one-half of the penalty was waived resulting in a \$150 penalty (City Code Chapter 2-1104).

Penalty charged: \$150

RECOMMENDATION

In Case 15-47V, 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 8/5/15
2:40pm

Brianna Robinson

2263 110th lane NW

Coon Rapids, MN 55433

PIN (15-31-24-33-0056)

Citation Fee-Mowing & Weed

Abatement/Violation Date 7/16/15

Dear assessment Clerk, City of Coon Rapids, I am writing this letter to appeal the mowing and weed fee that was received on July 16th, 2015, in the mail. I want to write an appeal because the first citation we received on my door was at 9am, after four straight days of raining. I was 9 months pregnant at the time and did not get a chance to wake up earlier enough to cut the grass or to get someone to cut it for me because my fiancé left for work at 6am that morning. I believe that I did not get a fair chance to cut the grass due to the rain and the time the first citation was delivered. We do take full responsibility for the second citation that was given, but believed we needed morning time on the first citation. We are asking you to forgive our first notice and to give us another chance to keep our grass mowed/weed cut for the city.

\$150.



Property Report

Report Date: 8/20/2015

PIN: 153124330056

CLOSED

PROPERTY ADDRESS: 2263 110TH LN

Work Order #60739

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		5/27/15	GAZELKA, MIKE	Citation posted at property. 7-10"
INFORMATION SENT		5/27/15	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	6/4/15	6/4/15	GAZELKA, MIKE	Grass cut per Mike G
COMPLIANCE		6/4/15	HINTZE, CINDY	grass cut per Mike G

Work Order #61377

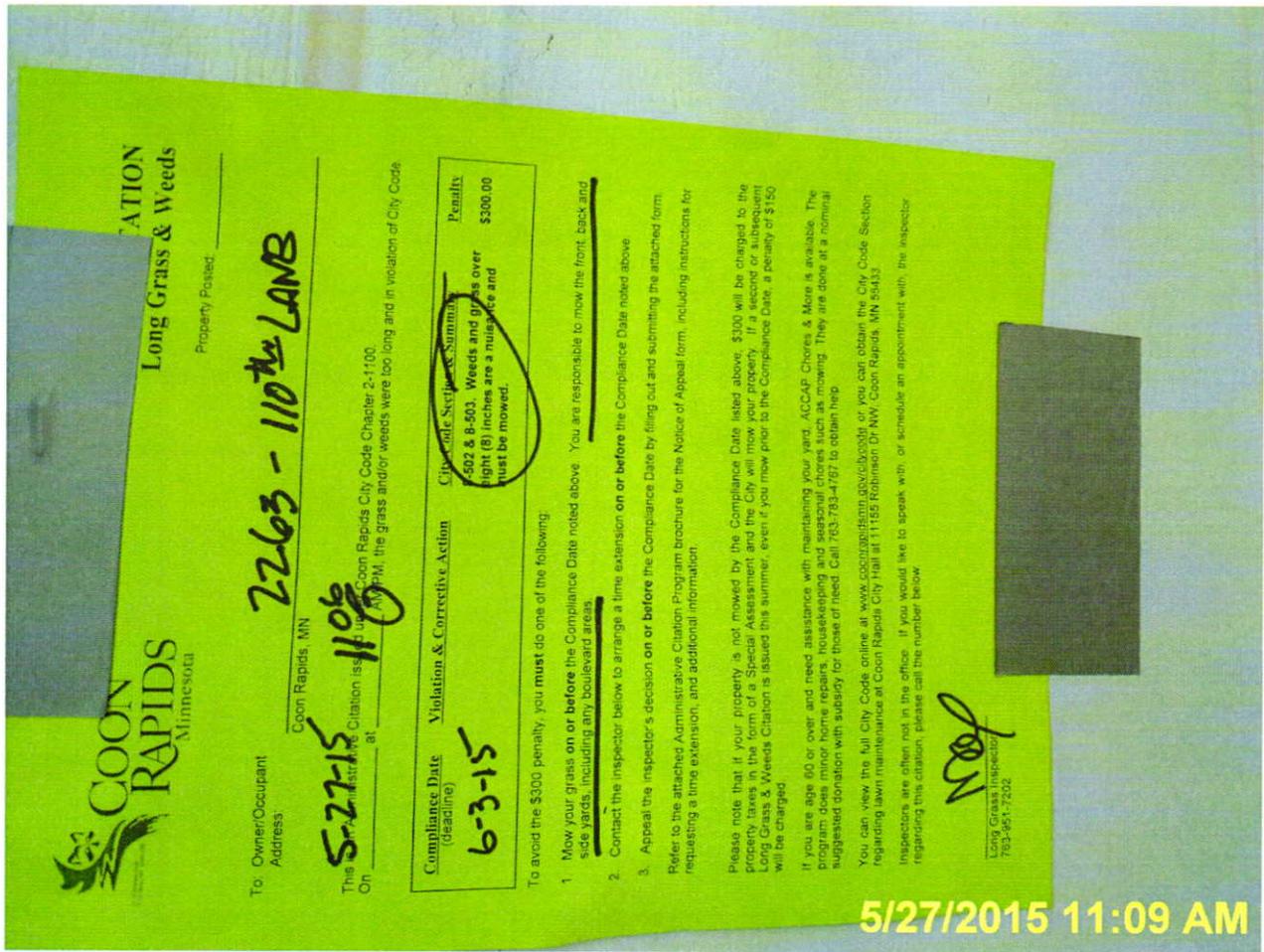
Weeds / Long Grass

CLOSED

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		7/8/15	GAZELKA, MIKE	Citation posted at property. Weeds in landscaping, around deck and house 8-13". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 5/27/15
INFORMATION SENT		7/8/15	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	7/16/15	7/16/15	GAZELKA, MIKE	Grass has been cut.
COMPLIANCE		7/17/15	HINTZE, CINDY	
CITATION FEE APPLIED		7/17/15	HINTZE, CINDY	150

Files attached to this work order:
 \WorkOrder\61377\Long Grass.pdf

End of Report for 2263 110TH LN







May 27, 2015

ROBINSON BRIANNA
2263 110TH LN NW
COON RAPIDS, MN 55433-0000

Address: **2263 110TH LN**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#60739**

PIN: 153124330056

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 2263 110TH LN, 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 06/03/2015, 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



Long Grass Complaint

Posted Address: 2263 - 110th LANE

Date: 7-8-15 Time: 9¹⁹

Fine: \$ _____ Inspector: Phike

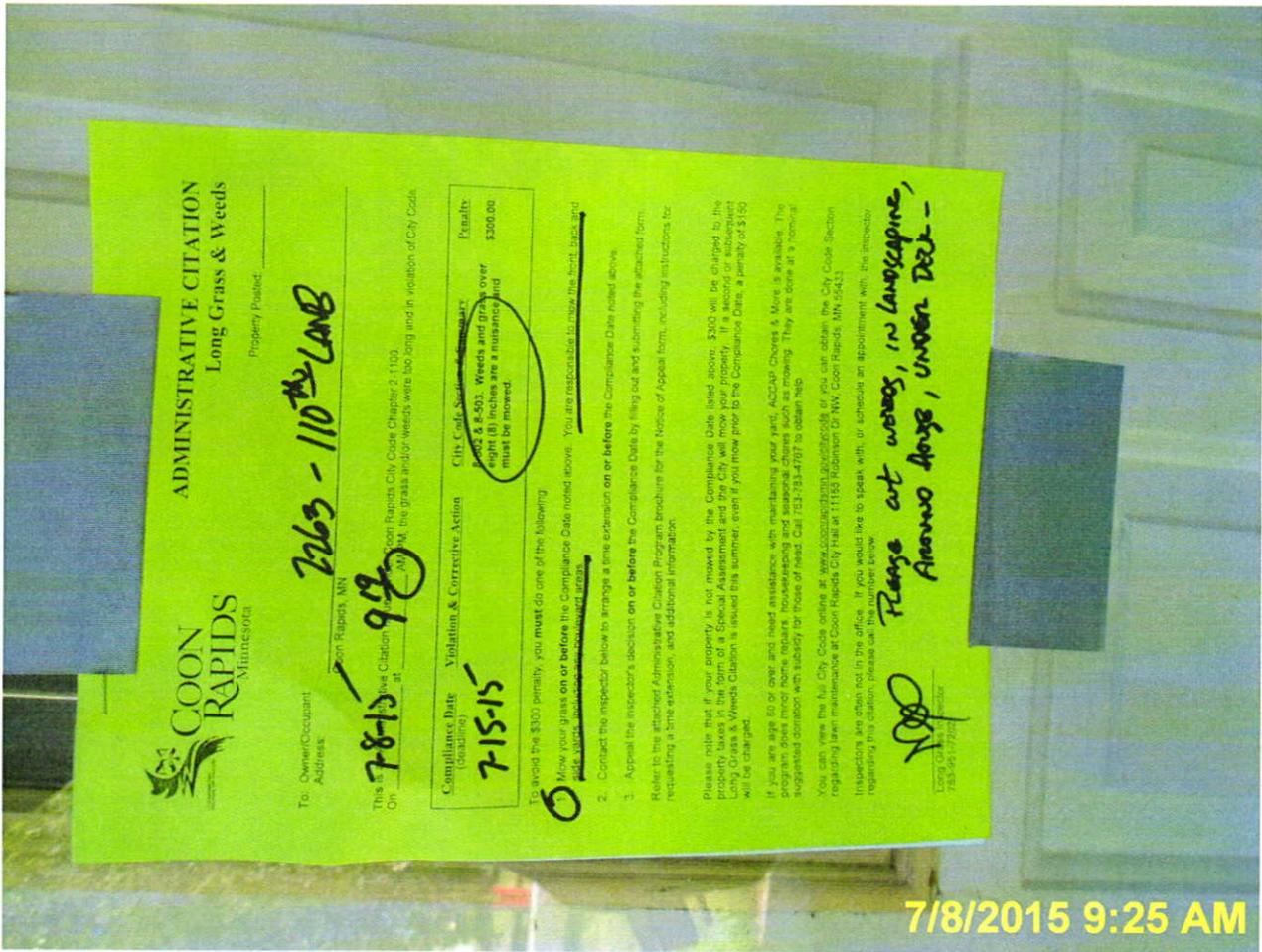
Note: WEEDS, IN LANDSCAPING
" UNDER DECK
" AROUND HOUSE
8⁴ - 13⁷

For Office Use Only

Owner Occupied Vacant Rental WO# _____

of Weeds this Season: _____ Previously Posted date: 5-27





7/8/2015 9:25 AM



7/8/2015 9:26 AM



July 08, 2015

ROBINSON BRIANNA
2263 110TH LN NW
COON RAPIDS, MN 55433-0000

Address: **2263 110TH LN**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#61377**

PIN: 153124330056

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 2263 110TH LN, 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 07/15/2015, 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



Long Grass Reinspection

2263 110TH LN

OWNER OCCUPIED

PIN:153124330056

Work Order # 61377

<u>Task Name</u>	<u>Proj. Start</u>	<u>Actual Start</u>	<u>COMMENTS</u>
CITATION ISSUED		7/8/15	Citation posted at property. Weeds in landscaping, around deck and house 8-13". SECOND POSTING OF THE SEASON - MINIMUM \$150 APPLIES. Previously posted 5/27/15
INFORMATION SENT		7/8/15	Courtesy letter sent.
CITATION REINSPECT COMPLIANCE	7/16/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWN			

Inspector Notes

Reinspected by: MIKE Date: 7-16-15 Time: 8:20

Grass has been mowed

Order Abatement



Board of Adjustment and Appeals - Regular Session

22.

Meeting Date: 10/01/2015

Subject: Case 15-48V, Special Assessment Objection, Citimortgage Inc, 798 Northdale Blvd NW, 14-31-24-11-0015

From: Leya Drabczak, Housing Official

INTRODUCTION

Unpaid penalties in the amount of \$2400 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

Foreclosure action on this property commenced in May of 2010. Since that time the city has had extensive code enforcement issues and numerous police contacts regarding this property.

1/9/2015 - An Administrative Citation (this citation was subsequent to earlier citations and carried a \$2400 penalty) was issued for junk and debris in the yard. A compliance date of 1/16/2015 was established. The citation was mailed to the owner of record (Missouri address).

1/26/2015 - the property was re-inspected and found to remain in violation of City Code.

Penalty charged: \$2400

3/20/2015 - Attorney David Mortenson, representing the bank, emailed City staff to discuss clean up schedules of the property.

3/20/2015 - The property was re-inspected and it was found that all items had been removed and the property was in compliance.

The property had also been charged a \$600 Vacant Property Monitoring Fee which was paid by the property owner.

ACTION REQUESTED

In case 15-48V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$2400 assessment in its entirety.

Supporting Documents

Lawrence A. Wilford[†]
James A. Geske
Eric D. Cook
David R. Mortensen
Christina M. Snow[†]
Michael R. Sauer
Orin J. Kipp*
Greta L. Bjerckness‡

Wilford Geske & Cook
A PROFESSIONAL ASSOCIATION

Telephone: (651) 209-3300
Fax: (651) 209-3339
www.wgcmn.com

ATTORNEYS AT LAW
7616 Currell Boulevard
Suite 200
Woodbury, Minnesota 55125

[†]Real Property Specialist – Certified by
Minnesota State Bar Association

*Also admitted in Wisconsin

‡Also admitted in North Dakota

•Qualified Neutral under Rule 114 of the
Minnesota General Rules of Practice

Received
August 5, 2015

3:18 pm

HAND DELIVERED

Coon Rapids City Council and
Board of Adjustment and Appeals
11155 Robinson Drive NW
Coon Rapids, MN 55433

Re: Objection to Pending Assessments
PIN #: 14-31-24-11-0015
Property Address: 798 Northdale Boulevard NW
Coon Rapids, MN 55448 (“Property”)
Our File No. 030119L03

Dear City Council and Board of Adjustment and Appeals:

Our firm serves as counsel for CitiMortgage, Inc. (“CitiMortgage”), on whose behalf this objection to pending assessments is submitted. The City of Coon Rapids is currently considering the assessment of \$3,000 to the above-referenced property, which includes amounts for a citation to remove and dispose of miscellaneous items (\$2,400) as well as a vacant building monitoring fee (\$600).

CitiMortgage respectfully objects to the citation fee of \$2,400 for removal and disposal of miscellaneous items issued on January 9, 2015. At the time of the citation, CitiMortgage was not in possession of the Property and had no legal authority to move, remove or dispose of the exterior items giving rise to the citation. However, once CitiMortgage possessed the appropriate legal authority provided by Minnesota law, it took immediate steps to resolve the citation, which work was completed on or about March 27, 2015 and confirmed by the City of Coon Rapids on March 31, 2015. Therefore, CitiMortgage should not be penalized and the \$2,400 fee should not be assessed to the Property.

CitiMortgage commenced a non-judicial foreclosure of the Property, which culminated in a Sheriff’s Sale on May 2, 2014, subject to a six month redemption period. During this

redemption period, CitiMortgage was the owner and holder of the Sheriff's Certificate to the Property subject only to the mortgagor's possession and right of redemption. But despite holding a Sheriff's Certificate, it is unlawful for a mortgagee (i.e. CitiMortgage) to take possession of an occupied Property (or clean it up), whether because an individual continues to reside in the Property or because personal property and items remain inside, until an eviction action is completed following the expiration of redemption (here, November 3, 2015). However, before taking possession of Property through eviction, a mortgagee is authorized to take prescribed steps to protect the Property from waste and trespass, but only when the Property is abandoned, and even then said actions are extremely limited and must be done cautiously and consistent the law so as not to violate the prior owner's or tenant's rights. See Minn. Stat. § 582.031. Notably, these actions do not include cleaning up miscellaneous personal property. Minn. Stat. § 582.031, Subd. 2. Moreover, there is the real concern by foreclosing lenders that by moving or disposing of personal property prior to an eviction, it is interfering with the owner's legal rights.¹ CitiMortgage was notified as part of the foreclosure process that tenants occupied the Property, which would require CitiMortgage to complete an eviction before having a right to possess or clean up the Property. Therefore, before CitiMortgage could legally or lawfully take remedial action on the January 9, 2015 citation, it was required to complete an eviction.

Compounding the issues experienced by CitiMortgage, it was precluded by federal law from commencing an eviction action until it gave the tenant a 90-day period to vacate. The Protecting Tenants at Foreclosure Act of 2009 ("PTFA") permits a tenant to remain in a foreclosed property for 90 days before eviction proceedings can be commenced. On November 10, 2014, our firm provided a letter to the tenant that her 90-day period would expire on February 8, 2015. Thus, CitiMortgage was unable to take remedial action as to the Property and the January 9, 2015 citation until *after* February 8, and completion of an eviction action.

After February 8, 2015, CitiMortgage learned that the tenants no longer wanted to reside at the Property and that they were going to remove all personal items. CitiMortgage worked diligently with the tenants so they could retrieve their items and we could confirm whether all personal items were removed. CitiMortgage was concerned that the exterior items may be those of the tenants, which they would want to take with them. After determining in March 2015 that the tenants had likely removed all of their personal belongings, CitiMortgage elected – even while

¹ Minnesota law strongly upholds the rights of individuals concerning their personal property, specifically stating that lenders who gain ownership of property through foreclosure cannot resort to self-help (thus requiring eviction actions in court), and that even after an eviction is completed, the law requires lenders to store personal property for a period of time and follow a specific process before disposing of it. See *Berg v. Wiley*, 264 N.W.2d 145 (Minn. 1978) (holding that one must always resort to the judicial process to enforce his statutory remedy against a tenant wrongfully in possession); Minn. Stat. §504B.365.

Coon Rapids City Council and
Board of Adjustment and Appeals
August 5, 2015
Page 3

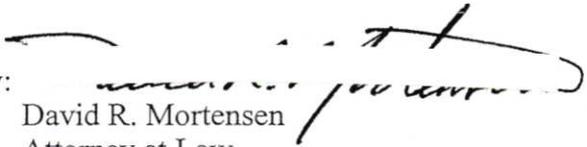
still subject to some legal risk - to move the exterior miscellaneous items into the garage, to be further addressed once the April 6, 2015 eviction hearing was held. On March 31, 2015, the City of Coon Rapids confirmed that the Property was in compliance and the citation had been addressed.

Since the issuance of the January 9, 2015 citation, CitiMortgage has worked with urgency to resolve a difficult situation concerning the Property, including retaining counsel to directly communicate and work with the City. It has already incurred substantial attorneys' fees to achieve compliance with the City's requirements and to ensure that the Property continues to be in compliance. There is no need to further penalize CitiMortgage through an assessment to the Property as the end goal of ongoing compliance has been achieved.

Thank you for your consideration.

Very truly yours,

WILFORD, GESKE & COOK, P.A.

By: 

David R. Mortensen
Attorney at Law

Email: dmortensen@wgcmn.com

Enclosures: Sheriff's Foreclosure Certificate
Notice to Vacate
Letter to Tenants

cc: client



Property Report

Report Date: 8/31/2015

PIN: 143124110015

CLOSED

PROPERTY ADDRESS: 798 NORTHDAL BLVD

Work Order #59611

Yard And Lot Issues

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		1/9/15	MITLYNG, ADAM	
CITATION ISSUED		1/9/15	MITLYNG, ADAM	junk and debris
CITATION REINSPECT	1/19/15	1/26/15	MITLYNG, ADAM	no change, will follow up when weather permits
CITATION FEE APPLIED		1/26/15	MITLYNG, ADAM	\$2400 for non-compliance
COMMUNICATE W OWNEF		3/12/15	HINTZE, CINDY	Attorney Dave Mortensen 651-209-3317 sent email stating a crew will be cleaning property by noon Friday. Also asked if additional penalties have been issued (no) and when the date is for the next round of appeals (not set yet).
COMMUNICATE W OWNEF	3/20/15	3/20/15	DEGRANDE, KRISTIN	Attorney David e-mailed asking about timeline for clean up. He stated they can't remove items yet. I responded that he might want to consider moving items into garage as spring enforcement will be resuming soon (with early snow melt).
COMPLIANCE		3/30/15	DRABCZAK, LEYA	Id checked yard and all items have been removed.
COMMUNICATE W OWNEF	7/28/15	7/28/15	DEGRANDE, KRISTIN	Attorney David Mortenson requested on 5/14/15 he be informed when assessment letters go out. I sent him an e-mail today that assessment letters were sent out last week and appeal deadline is next week 8/5/15.

~ 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
Citation # 24896					
8-109 Building Materials, Junk and Debris.	1/9/15 1/16/15 compliance date	2400	MITLYNG, ADAM	Remove building materials, mattresses, misc junk and debris from exterior storage	CITIMORTGAGE INC Issue Date: 1-09-2015 1000 TECHNOLOGY DR STE 314 O'FALLON, MO 63368

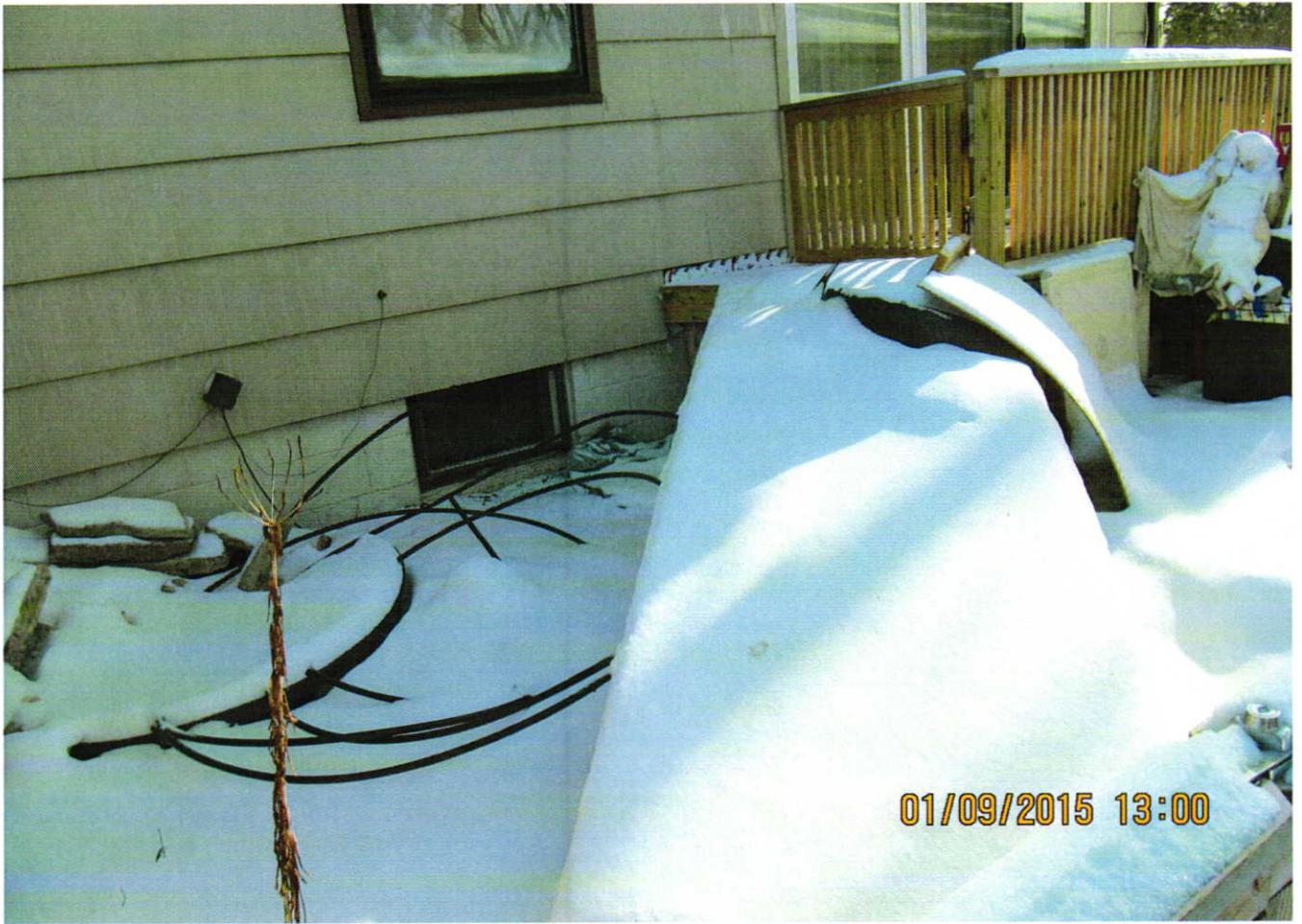
End of Report for 798 NORTHDAL BLVD



01/09/2015 13:00



01/09/2015 13:09



798 NORTHDALÉ BLVD
CITATION # 59611-24896
PAGE 2

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

cc:



Board of Adjustment and Appeals - Regular Session

23.

Meeting Date: 10/01/2015

Subject: Case 15-49V, Special Assessment Objection, Carla Itie, 10253 Mississippi Blvd NW, 21-31-24-43-0003

From: Leya Drabczak, Housing Official

INTRODUCTION

Unpaid penalties in the amount of \$600.00 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

2/24/2015 - City staff received Coon Rapids Police Report #15037826 describing vehicle violations at the property. A police officer observed violations and took photographs at the property that were attached to the report.

2/24/2015 - Three Administrative Citations (\$300 penalty each) were issued the following violations: parking off pavement, expired license tabs on vehicle plate UFU-OMA, and expired license tabs on vehicle plate 900-828. A compliance date of 3/5/2015 was established. The citation was mailed to owner of record (same address).

3/18/2015 - City staff received Coon Rapids Police Report #15053996 describing vehicle violations at the property. A police officer observed vehicle violations and took photographs.

3/25/2015 - City staff re-inspected the property and found one vehicle in compliance parked on an improved surface and with current license tabs, however, the vehicle with plate 900-828 remained in violation with expired tabs.

Penalty charged: \$300

3/25/2015 - Since the property was still not in compliance, a second Administrative Citation (\$600 penalty) was issued for expired license tabs on a vehicle. A compliance date of 4/1/2015 was established. The citation was mailed to owner of record (same address).

4/13/2015 - The property was re-inspected and found to be in compliance. Per City Code Section 2-1104 any subsequent citation for the same violation and found compliant by the compliance date, one half of the citation penalty is waived.

Penalty charged: \$300.00

ACTION REQUESTED

In case 15-49V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$600.00 special assessment in its entirety.

Attachments

Supporting Documents

Received 8/5/15 4:02pm

Carla Itie
10253 Mississippi Blvd NW
Coon Rapids, MN 55433
August 5, 2015

Joan Lenzmeier
City Clerk of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433

Dear Joan Lenzmeier
City Clerk of Coon Rapids:

On July 28, 2015, I received a letter about a proposed property tax assessment for me violating a city code about having vehicles with expired tabs in my driveway. This letter is in response to that letter, as I am in compliance with city code and have been since I made the corrective action needed before the April 1, 2015 deadline given to me in the original letter in March of 2015.

I have enclosed a copy of the receipt I received from the DMV renewing my tabs before April 1, 2015, the deadline given to me. I placed them on my vehicles immediately, and was under the impression that was all the required action needed on my part to be in compliance with the city code.

Please remove the proposed property tax assessment, PIN # 21-31-24-43-0003, to be assessed at my home on 10253 Mississippi Blvd NW, Coon Rapids, MN 55433.

Sincerely,

Carla Itie

Enclosures: copies of DMV tab renewals (2), copy of letter dated July 22, 2015

\$600.



000342788 01 AT 0.357 T:1154 - 12242-1-1
 ITIE CARLA KAY HUFFMAN
 10253 MISSISSIPPI BLVD NW
 COON RAPIDS MN 55433-4530

DEPUTY 171
 MAR 27 2015

MINNESOTA TAB CARD
 CURRENTLY, DVS IS UNABLE TO PROCESS YOUR RENEWAL IF YOU USE AN INTERNET BILL PAY SERVICE. Please use this form to renew in person, by mail or at www.mndriveinfo.org. Bill pay checks will be returned to the financial institution that issued them. Questions? Call 651-296-9528

For Payment Options Visit: www.mndriveinfo.org
 PAID

Renewal Due by Last Day of: JUL 2009

Plate 025 ADB Year 00 Make FORD Vehicle ID Number 1FBSS31LOYHA23440 Weight/Pass 27570 US DOT

TITLE	REGISTRATION TAX	MINIMUM CONTRIBUTION FEE	Plate Fee	Filing Fee	Tech Surcharge	Wheelage Tax	Total Due
G3030X250	39.00 35.00			4.50 6.00	1.75 1.00	5.00	50.25
New Expiration: JUL 2010							42.00

RENEWING BY MAIL?

Detach the coupon below and send it with your check or money order made payable to DVS Renewal.

RETURN THIS BOTTOM PORTION ONLY WITH YOUR CHECK IF PAYING BY MAIL.

Plate	Year	Make	Vehicle ID Number	US DOT	
IFUOMA	95	MERZ	WDBEA32E6SC208820		
Title	GVW	Base Value	Class	County	Special Plate
C0580X014		43975	09	02	00
Reg. Tax	Min. Contribution Fee	Plate Fee	Filing Fee	Tech Surcharge	Wheelage Tax
5.00			6.00	1.00	

I attest by this transaction, that this vehicle is insured and will continue to be insured while operated upon the public streets and highways as required by law.

RENEWAL DUE by LAST DAY of:	JAN 2015
TOTAL DUE:	\$42.00

Check here if owner's address, or county where the vehicle is kept, is different from address below. Complete change of address on the back.



IF OWNER'S ADDRESS ON TOP OF FORM IS DIFFERENT FROM ADDRESS BELOW, COMPLETE A CHANGE OF ADDRESS ON THE BACK.

ITIE FRIDAY EMIKO O
 10253 MISSISSIPPI BLVD N W
 COON RAPIDS, MN 55433

MAIL TO: DVS Renewal
 P.O. BOX 64587
 St. Paul MN 55164-0587

DEPUTY STAMP
 DEPUTY 171

MAR 03 2015
 DVS TAB STICKER

DVS PLATE BARCODE
 0116 UFU0MAWDBEA32E6SC20 [REDACTED] 12000042009
 PAID



Property Report

Report Date: 8/24/2015

PROPERTY ADDRESS: 10253 MISSISSIPPI BLVD

PIN: 213124430003

Work Order #59974

02/26/2015 Yard And Lot Issues

OPEN

Task Name	Scheduled Start	Actual Start	Assigned To	COMMENTS
CITATION ISSUED		2/26/15	DRABCZAK, LEYA	PARKING OFF PAVEMENT BLACK MERCEDES PLATE UFU-OMA AND EXPIRED TABS
INFORMATION		3/24/15	DRABCZAK, LEYA	FORD SILVER VAN PLATE 900-828 EXPIRED TABS neighbor called upset about the property Id told her we had an open file and are applying city code to this situation
CITATION REINSPECT		3/25/15	DRABCZAK, LEYA	vehicle ufu-oma compliant, vehicle 900-828 still in violation. 600.00 citation to be issued. 300.00 charge forwarded to finance dept
CITATION ISSUED		3/25/15	DRABCZAK, LEYA	600.00 for expired tabs on van plate 900-828
COMPLIANCE		4/13/15	DRABCZAK, LEYA	current tabs on vehicle 900-828, \$300.00 of \$600.00 charge will be waived due to compliance. \$300.00 fee forwarded to finance dept.

~ 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
11-603.1(7)(i) Parking and Drives.	2/24/15	300	DRABCZAK, LEYA	VEHICLE UFU-OMA IS PARKED OFF PAVEMENT, VEHICLE MUST BE MOVED	CARLA ITIE AND EMIKO FRIDAY ITIE ISSUE DATE 2/26/2015 10253 MISSISSIPPI BLVD COON RAPIDS, MN 55433
11-601.5 Junk Vehicles on Residential Property.	2/24/15	300	DRABCZAK, LEYA	EXPIRED TABS ON VEHICLE UFU-OMA	
11-601.5 Junk Vehicles on Residential Property.	2/24/15	300	DRABCZAK, LEYA	EXPIRED TABS ON VEHICLE 900-828	
11-601.5 Junk Vehicles on Residential Property.	3/25/15	600	DRABCZAK, LEYA	UPDATE EXPIRED TABS ON VEHICLE 900-828	CARLA ITIE & EMIKO FRIDAY ITIE ISSUE DATE 3/25/2015 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433

Files attached to this work order:

\\cr-fs2\applications\cityworksserverfiles\WorkOrder\59974\10253 MISSISSIPPI BLVD CRPD 05242015.pdf

59914



INCIDENT INFO

Agency Name: COON RAPIDS POLICE DEPT.		ORI #: MN0020500	JCF: <input type="checkbox"/>	Add'l Pages: <input type="checkbox"/>
Reporting Officer(s): K354 OLSON, TYLER				Total Value Stolen (Property): \$0.00
Date Reported: 02/24/2015 11:24 AM	Assigned: 1124	Arrived: 1130	Cleared: 1137	
Earliest Date/Time Occurred:		Latest Date/Time Occurred:		
Location of Offense/Incident: 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-				Apt.: Grid: 401 - 401 - RES - RIVERVIEW, ...

OFFENSE(S)

MOC Code:	Classification:	Disposition:
09850	ORDINANCE COMPLAINTS - ALL OTHER	PENDING

NARRATIVE

Incident Narrative 1
 RICHTER REPORTED AN ORDINANCE COMPLAINT AT LOI.

I SPOKE WITH RICHTER WHO SAID THE NEIGHBORS AT LOI, HAVE 3 VEHICLES WHICH HAVE NOT MOVED IN SOME TIME. RICHTER SAID TWO OF THE VEHICLES HAVE CURRENT REGISTRATION. RICHTER WAS UNSURE IF THE VEHICLES ARE CURRENTLY OPERABLE.

A SHORT TIME LATER I WENT TO LOI. AS I APPROACHED THE HOUSE I SAW, MN LIC#UFUOMA, WITH EXPIRED REGISTRATION(01/2015), PARKED ON THE GRASS OF LOI, WITH NO IMPROVED SURFACE UNDER THE VEHICLE. MN LIC#389BZA, WAS PARKED ON THE DRIVEWAY IN FRONT OF THE MERCEDES, WITH CURRENT REGISTRATION (05/2015). MN LIC# 900828, A NEWER FORD VAN WITH EXPIRED REGISTRATION (02/08), WAS ALSO PARKED ON THE DRIVEWAY. THE FORD VAN WAS UNABLE TO BE LOCATED IN NCIC OR MYBCA.

NAME CODES: A - Adult Arrested, AC - Arresting Citizen, C - Complainant, D - Driver, F - Family/Parent, G - Guardian, J - Juvenile Arrested, M - Mentioned, MP - Missing Person, I - Other Involved, O - Owner, P - Passenger, PT - Perpetrator, R - Reportee, S - Suspect, V - Victim, W - Witness

NAME(S)

<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: R	Name: RICHTER, KRISTINE ELIZABETH	Alias:		
Address (Street, City, State, Zip): 10259 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 10/16/1967	Sex: FEMALE	Race: WHITE
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone: 763-572-9562	Work/Bus. Cell:	Cell/Pager/Fax:
<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: M	Name: ITIE, CARLA KAY	Alias:		
Address (Street, City, State, Zip): 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 04/29/1977	Sex: FEMALE	Race: WHITE
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone:	Work/Bus. Cell:	Cell/Pager/Fax:
<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: O	Name: ITIE, FRIDAY EMIKO	Alias:		
Address (Street, City, State, Zip): 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 11/06/1959	Sex: MALE	Race: BLACK
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone: 763-427-4107	Work/Bus. Cell:	Cell/Pager/Fax:

CASE

Supervisor:	Extra Copy To: CODE ENFORCEMENT	Related Case Number:
-------------	------------------------------------	----------------------



MN LIC#UFUOMA AND 389BZA REGISTER CLEAR TO, F.ITIE.

I MADE CONTACT WITH A FEMALE WHO I VERBALLY IDENTIFIED AS ITIE. ITIE SAID THE MERCEDES AND SATURN RUN AND THE FORD VAN DOES NOT. ITIE SAID SHE IS CURRENTLY TRYING TO SELL THE VEHICLES BEFORE SHE MOVES IN THE COMING MONTHS. ITIE SAID SHE WOULD MOVE THE MERCEDES OFF THE GRASS, AND ON TO THE DRIVEWAY UNTIL IT WAS SOLD. NO VEHICLES ARE LISTED WITH FOR SALE SIGNS. ITIE WAS TOLD THIS WOULD BE FORWARDED ON TO CODE ENFORCEMENT.

INFO TO CODE ENFORCEMENT. CLEAR.

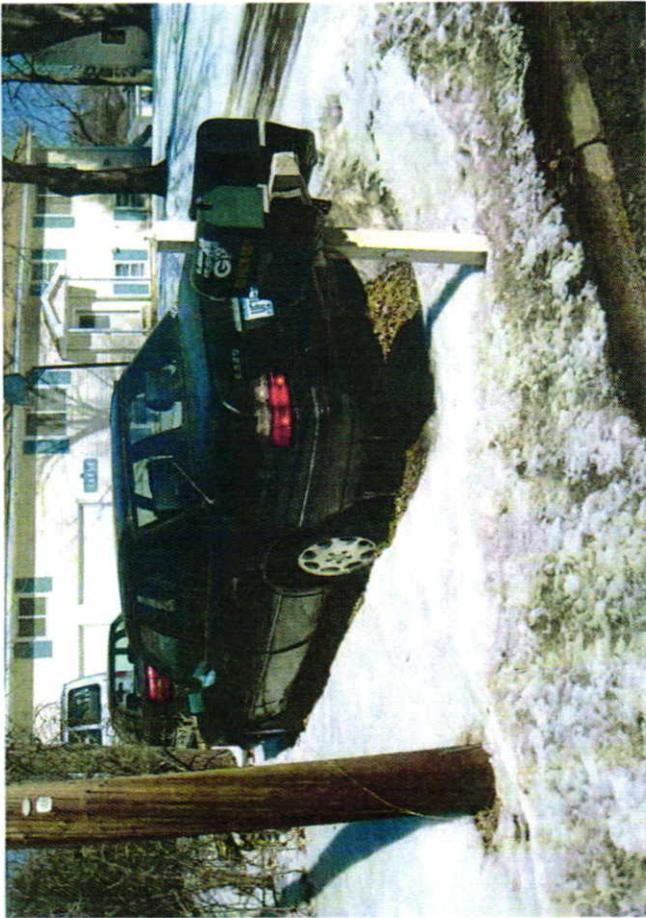
PHOTO LOG

PHOTO#1- PHOTO OF MN LIC#900828, WITH EXPIRED REGISTRATION

PHOTO#2- PHOTO OF MN LIC#UFUOMA, PARKED ON GRASS.

PHOTO#3- CLOSE UP PHOTO OF MN LIC#UFUOMA, WITH MN LIC#389BZA IN FRONT OF IT.

1503 7826



10253 MISSISSIPPI BLVD
CITATION # 59974-24992
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:

Agency Name: COON RAPIDS POLICE DEPT.	ORI #: MN0020500	JCF: <input type="checkbox"/>	Add'l Pages: <input type="checkbox"/>	 * 1 5 0 5 3 9 9 6 *
Reporting Officer(s): K356 MINION, STEVEN				Total Value Stolen (Property): \$0.00
Date Reported: 03/18/2015 02:52 PM	Assigned: 1452	Arrived: 1530	Cleared: 1544	Total Value Damaged (Property): \$0.00
Earliest Date/Time Occurred:		Latest Date/Time Occurred:		Total Value Recovered (Property): \$0.00
Location of Offense/Incident: 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Grid: 40I - 40I - RES - RIVERVIEW, ...

INCIDENT INFO

MOC Code:	Classification:	Disposition:
09850	ORDINANCE COMPLAINTS - ALL OTHER	PENDING

OFFENSE(S)

Incident Narrative 1
 DUCHARME REQUESTED A PHONE CALL REGARDING VEHICLES PARKED ON THE GRASS AT LOI.

I MADE PHONE CONTACT WITH DUCHARME WHO STATED THE VEHICLE HAD BEEN PARKED ON THE GRASS FOR THE ENTIRE WINTER SEASON AND WANTED TO KNOW IF IT WAS AGAINST CITY ORDINANCES. I ADVISED DUCHARME OF CITY ORDINANCES REGARDING PARKING VEHICLES ON IMPROVED SURFACES. DUCHARME STATED HE UNDERSTOOD. I ADVISED DUCHARME THAT I WOULD TALK TO THE HOMEOWNER REGARDING THE VEHICLE.

I OBSERVED AN INCIDENT ON 02/24/2015 SIMILAR TO THE DESCRIBED INCIDENT IN CENTRAL RECORDS (SEE RELATED ICR #15037826).

I LATER ARRIVED AT LOI (RELATED ICR #15054093). I OBSERVED MN LIC #UFUOMA PARKED WITH ALL FOUR WHEELS ON THE GRASS IN THE YARD OF LOI.

NARRATIVE

NAME CODES: A - Adult Arrested, AC - Arresting Citizen, C - Complainant, D - Driver, F - Family/Parent, G - Guardian, J - Juvenile Arrested, M - Mentioned, MP - Missing Person, I - Other Involved, O - Owner, P - Passenger, PT - Perpetrator, R - Reportee, S - Suspect, V - Victim, W - Witness

<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: R	Name: DUCHARME, JEROME RALPH	Alias:
Address (Street, City, State, Zip): 10259 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 06/11/1969
Sex: MALE		Race:		Cell/Pager/Fax:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone: 763-572-9562
Work/Bus. Cell:		Cell/Pager/Fax:		

<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: M	Name: ITIE, CARLA KAY HUFFMAN	Alias:
Address (Street, City, State, Zip): 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 04/29/1977
Sex: FEMALE		Race: WHITE		Cell/Pager/Fax:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone:
Work/Bus. Cell:		Cell/Pager/Fax:		

<input checked="" type="checkbox"/> Person <input type="checkbox"/> Business	A/J/U: A	Code: O	Name: ITIE, FRIDAY EMIKO	Alias:
Address (Street, City, State, Zip): 10253 MISSISSIPPI BLVD NW COON RAPIDS, MN 55433-			Apt.:	Date of Birth: 11/06/1959
Sex: MALE		Race: BLACK		Cell/Pager/Fax:
Height:	Weight:	Hair Color:	Eye Color:	Home/Bus. Phone: 763-427-4107
Work/Bus. Cell:		Cell/Pager/Fax:		

NAME(S)

Supervisor:	Extra Copy To: CODE ENFORCEMENT (12)	Related Case Number: 15037826, 15054093
-------------	--	---

CASE

MN LIC #UFUOMA, A BLACK 1995 MERCEDEZ E320, REGISTERED CLEAR TO F. ITIE.

MADE CONTACT WITH A PERSON INSIDE OF THE RESIDENCE VERBALLY IDENTIFIED AS C. ITIE. C. ITIE STATED CSO JOLSON TOLD HER SHE COULD WAIT UNTIL ALL OF THE SNOW HAD MELTED TO MOVE THE VEHICLE OFF OF THE GRASS AND ONTO THE DRIVEWAY. C. ITIE STATED THE VEHICLE'S BATTERY HAD DIED AND SHE NEEDED HER HUSBAND TO HELP MOVE THE VEHICLE AND THE EARLIEST THE VEHICLE COULD BE MOVED WAS BY THE "END OF THE WEEK."

PHOTO LOG:

- 1) DRIVER'S SIDE OF MN LIC #UFUOMA PARKED ON THE GRASS WITH HOUSE NUMBER IN PHOTO.
- 2) PASSENGER SIDE OF MN LIC #UFUOMA PARKED ON THE GRASS.

COPY OF REPORT TO CODE ENFORCEMENT.

LEAR.

15053996

#1



#2





SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 59974-25073

Violation Notice

CARLA ITIE & EMIKO FRIDAY ITIE ISSUE DATE 3/25/2015
 10253 MISSISSIPPI BLVD NW
 COON RAPIDS, MN 55433

Property Address: **10253 MISSISSIPPI BLVD**
 COON RAPIDS, MN

PIN: 213124430003

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 3/25/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
04/01/2015	UPDATE EXPIRED TABS ON VEHICLE 900-828	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.

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.

10253 MISSISSIPPI BLVD
CITATION # 59974-25073
PAGE 2

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.

Leya Drabczak
Housing Inspector
763-767-6420

cc:





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

24.

Meeting Date: 10/01/2015

Subject: Case 15-50V. Special Assessment Objection, Mary Muller, 10424 Xavis St NW,
21-31-24-41-0013

From: Trevor White,

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

On 4/30/15 the following Administrative Citations were issued: \$300 junk and debris and \$300 junk vehicle with expired tabs and flat tires. The citation established a compliance date of 5/7/15. The citation was mailed to the owner of record, as well as to the property address.

On 5/8/15 the property owner submitted a 30 day time extension request by email and a new re-inspection date of 6/8/15 was established. In the time extension agreement, the property owner stated the current tenants would be moving out by May 30, 2015.

On 6/2/15 city staff had a phone conversation with the property owner to inform the owner that exterior conditions of the property have been worsening and that the City continues to receive complaints about the property. Staff also reminded the property owner of the 6/8/15 deadline for the time extension.

On 6/8/15 city staff had a phone conversation with the property owner regarding the exterior conditions of the property. Staff explained that re-inspection and possible abatement would occur on 6/9/15 if exterior items were not cleaned up. Staff also explained that the mini-van would be cited once more before being towed.

On 6/9/15 the property was re-inspected. The citations for junk and debris and junk vehicle were not found to be in compliance. The property was abated.

Penalties charged: \$300 (junk and debris), \$300 (Junk vehicle). These penalties are not eligible for appeal due to time extension agreement in which the property owner waived the right to appeal.

On 6/9/15 city staff spoke with the tenant at the property about the junk vehicle. Staff stated the vehicle was not in compliance and would be cited one more time before being towed. Staff also explained if the junk vehicle was in compliance at the time of re-inspection, one half of the second citation would be

assessed.

On 6/10/15 the following Administrative Citation was issued: \$600 junk vehicle with expired tabs and flat tire. The citation established a compliance date of 6/17/15. The citation was mailed to the owner of record as well as the property address.

On 6/18/15 the property was re-inspected and found to be in compliance. Per City Code Chapter 2-1104, since this was a subsequent citation for the same violation and compliance was met by the compliance deadline, one half of the \$600 citation amount was waived.

Penalty charged: \$300

ACTION REQUESTED

In case 15-50V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents

Pin # 21-31-24-41-0013

Property Address: 10424 Xavis Street NW, Coon Rapids, MN 55433

Owner: Mary Muller

1684 17th Ave NW, New Brighton, MN 55112

Regarding the Citation Fee-Expired Tabs

Coon Rapids City Council,

I am the owner and landlord of the above mentioned property.

I was told that there was an extension given for the expired tabs by **Trevor White** who also was in direct communication with the tenants (**Nick McParland and Angel Kostreba**) who also were told that there was an extension till June 17, 2015. It was also stated by Trevor White that as long as the vehicle had current tabs it did not have to be removed from property and was in compliance

Nick McParland stated in a text message June 16, 2015 that he had indeed gotten current tabs on the vehicle in question.

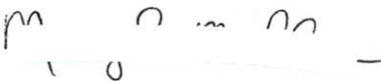
Angel Kostreba wrote me a letter stating her sincere apology for making such a disaster of the house and begged me to leave the van in question as she did not know what Nick McParland had planned.

I went by the property again to check and there were current tabs and inflated tires on the vehicle in question.

This is not something that I was in total control of as the tenants were not "good tenants".

Thank you for your time and understanding.

Sincerely



Mary E Muller



Property Report

Report Date: 9/3/2015

PROPERTY ADDRESS: 10424 XAVIS ST

PIN: 213124410013

Work Order #60390

Yard And Lot Issues

OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		4/28/15	MITLYNG, ADAM	
CITATION ISSUED		4/30/15	MITLYNG, ADAM	
COMMUNICATE W OWNEF		5/7/15	SMALL, MATT	Junk and debris Phone discussion with owner regarding tenants and citation. Owner claims that tenants will be vacating by 5.31.15 and would like additional time to clean up. Advised owner to submit a written extension by the end of the day.
TIME EXTENSION COMPLAINT		5/8/15	SMALL, MATT	Written time extension request submitted by owner. 30 day extension granted.
		5/26/15	SMALL, MATT	Anonymous complaint received regarding condition of property. Site inspection same day revealed interior furniture, auto parts, and miscellaneous junk/debris scattered around exterior premises. Work order re-opened.
FOLLOW-UP INSPECTION COMPLAINT	6/8/15	6/18/15	SMALL, MATT	Anonymous phone complaint received regarding condition of property. Verified with code enforcement that conditions have worsened.
		6/2/15	SMALL, MATT	Phone contact to inform owner that exterior conditions are worsening and complaints are mounting against property. Reminded her of 6.8.15 deadline and city will abate items if not resolved. Home still occupied - owner has not filed eviction to date.
COMMUNICATE W OWNEF		6/2/15	SMALL, MATT	Phone discussion with owner regarding exterior violations. Explained to owner that abatement of items will occur on 6.9.15. If items are cleaned up, owner will still have \$300 fee and contractor trip charge. Staff will cite mini-van again b4 removing
COMMUNICATE W OWNEF		6/8/15	SMALL, MATT	No compliance
CITATION REINSPECT	6/8/15	6/9/15	WHITE, TREVOR	\$300 junk and debris \$300 junk vehicle applied
CITATION FEE APPLIED		6/9/15	WHITE, TREVOR	Abated TV, couch, dresser, building materials, household furniture, misc. junk and debris.
ABATE		6/9/15	WHITE, TREVOR	I talked to Nick (tenant) about the van not having current registration. I told him it could be towed after the next citation. If he came into compliance it would not be towed and half of the second citation would be charged. Not the full \$600.
COMMUNICATE W OWNEF		6/9/15	WHITE, TREVOR	\$600 Junk vehicle, MN 803KVE expired tabs and flat tires
CITATION ISSUED		6/10/15	WHITE, TREVOR	In compliance
CITATION REINSPECT	6/18/15	6/18/15	WHITE, TREVOR	Half of \$600: \$300 junk vehicle applied
CITATION FEE APPLIED		6/18/15	WHITE, TREVOR	

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

City Code

Citation # 25162

Inspection Date

Fine

Inspected By

Compliance Date & Instructions

Citation Issued To

PROPERTY ADDRESS: 10424 XAVIS ST

PIN: 213124410013

8-109 Building Materials, Junk and Debris.

4/28/15
5/7/15
compliance date

300 MITLYNG, ADAM

Remove building materials, mattress, misc junk and debris from exterior storage

MARY MULLER

Issue Date: 4-30-2015
1684 17TH AVE NW
NEW BRIGHTON, MS 55112

11-601.5 Junk Vehicles on Residential Property.

300

MITLYNG, ADAM

803KVE expired tabs/flat tires, display current registration and repair to an operable condition or remove from outdoor storage

Citation # 25345

11-601.5 Junk Vehicles on Residential Property.

6/9/15
6/17/15
compliance date

600

WHITE, TREVOR

MN 803KVE expired tabs and flat tires, display current registration and repair to operable condition or remove from outdoor storage.

MARRY MULLER

Issue Date: 6/10/2015
1684 17TH AVE NW
NEW BRIGHTON, MN 55112

Citation # 25346

8-204 Collection Service Required.

6/9/15
6/17/15
compliance date

300

WHITE, TREVOR

Obtain residential collection service.

MARY MULLER

Issue Date: 6/10/2015
1684 17TH AVE NW
NEW BRIGHTON, MN 55112

Files attached to this work order:

\\WorkOrder\60390\2015 Email and Ext Request.pdf

End of Report for 10424 XAVIS ST





ADMINISTRATIVE CITATION

Citation # 60390-25162

Violation Notice

MARY MULLER
1684 17TH AVE NW
NEW BRIGHTON, MS 55112

Issue Date: 4-30-2015

Property Address: **10424 XAVIS ST**
COON RAPIDS, MN

PIN: 213124410013

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/28/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
05/07/2015	Remove building materials, mattress, misc junk and debris 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
05/07/2015	803KVE 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

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

10424 XAVIS ST
CITATION # 60390-25162
PAGE 2

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

cc:

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 request a time
extension or appeal the Citation.



COON
RAPIDS
Minnesota

Administrative Citation Number: 60390-25162

Property Address: 10424 Xavis St.
Coon Rapids

Person(s) Responsible for Violation:
Nick McFarland Mary E Muller
Tenants / and owner

Responsible Party's Relationship to the Property
 Owner Angel Katreba
 Other (specify): tenants Nick McFarland

I am appealing the Citation because:
The tenants are moving
out the end of May.
I (the owner) have tried
to work with them with no
results

Attach additional pages if needed.
 I hereby waive further right to appeal this Citation
and ask for a time extension of 30 days. Attached
is a written plan of the action I will take to achieve
compliance within this extended time period.
tenants moving out

I certify that I am the owner of the property and the
information contained herein is correct to the best of my
knowledge.
Signature: [Signature]
Print Name: Mary E Muller
Phone Number: [Number] Date: 5-7-15

Mailing Address:
1684 12th Ave N.W.
New Brighton MN 55112

For ADCAP Staff only:
Notice rec'd date: 5-7-15 Initials M.E.S.

Administrative Citation Program

**** Do you need more time?
Or would you like to appeal?
Please fill out and
submit this form for
consideration.

Prepared by the Coon Rapids
Neighborhood Reinvestment Division
11155 Robinson Drive NW
Coon Rapids, MN 55433

Matthew Small - 10424 Xavis St NW Citation

From: Mary E Muller <om>
To: "msmall@coonrapidsmn.gov" <msmall@coonrapidsmn.gov>
Date: 5/7/2015 8:53 AM
Subject: 10424 Xavis St NW Citation
Attachments: 003.jpg

Mark

Attached is the request for a 30 day extention for the citation [60390-25162](#).

I have tried to get the tenants to keep the property up to code but with no results.
The tenants are moving out by May 30, 2015.
The tenants are Nick McParland and Angel Kotreba.

Thank you,
Mary
Mary E Muller













SECOND VIOLATION ADMINISTRATIVE CITATION

Citation # 60390-25345

Violation Notice

MARRY MULLER
1684 17TH AVE NW
NEW BRIGHTON, MN 55112

Issue Date: 6/10/2015

Property Address: **10424 XAVIS ST**
 COON RAPIDS, MN

PIN: 213124410013

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/9/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

<u>Compliance Date</u>	<u>Violation & Corrective Action</u>	<u>Code Section & Summary</u>	<u>Penalty</u>
06/17/2015	MN 803KVE expired tabs and flat tires, display current registration and repair to 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.	\$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.

10424 XAVIS ST
CITATION # 60390-25345
PAGE 2

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.

Trevor White
Property Maintenance Inspector
763-767-6427

cc:



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

25.

Meeting Date: 10/01/2015

Subject: Case 15-51V, Special Assessment Objection, Will Ziehurt, 2900 109th Lane NW,
16-31-24-34-0049

From: Kristin DeGrande, Neighborhood
Coordinator

INTRODUCTION

An unpaid penalty in the amount of \$300 associated with code enforcement activity against the subject property is proposed to be assessed to the property. The property owner has filed an objection to the assessment.

DISCUSSION

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/26/15 - An Administrative Citation (\$300 penalty) was issued for long grass and/or weeds exceeding eight inches in height, the maximum height allowed by City Code. The citation established a compliance date of 6/2/15. The citation was posted at the property and a courtesy letter was sent to the owner of record (same address).

6/3/15 - The property was re-inspected and the yard was not mowed and remained in violation of City Code. Since compliance was not achieved, the \$300 penalty was charged and an abatement order was issued for the City's mowing crew to mow the property.

6/4/15 - The City's mowing crew went to the property to abate the violation and found the grass and/or weeds had been cut prior to their arrival and in compliance with City Code.

Regardless of whether the City abates the violation of long grass, the citation fee is charged if compliance is not met by the date of re-inspection.

Penalty charged: \$300

RECOMMENDATION

In Case 15-51V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$300 special assessment in its entirety.

Attachments

Supporting Documents



Rec'd
6/5/2015
7pm

To who it may concern,

I, Will Zierhut (owner), am writing this letter in regards to the Citation Fee-Mowing and Weed for property address 2900 109th Lane NW, Pin #: 16-31-24-34-0049. The citation was attached to my door stating that I need to mow my yard by 06/02/15. I do apologize for my grass being too long. I should have cut the grass before I went on my week long vacation. Again, I do apologize my lack of curtesy to the neighborhood. However, my yard is not an eyesore like my neighbor's, which is cut so short that you can see dirt, which causes the grass to turn yellow. My objection is not with the warning, but with the assessment stating that I had not cut my grass until 06/04/15. On the day of 06/02/15, I looked to see if there was any information attached to my door by the auditor stating any issues with my property. I found no letter or posted note like the one issued earlier that month. You could imagine my surprise to find a letter ordering me to pay a fine for not mowing my yard. I assure you my yard mowed in time. I'm on a tight budget due to a bankruptcy that has me on a very tight budget, with no room for error. I cannot afford a \$300 assessment for a warning I complied with.

I am curious about the process procedure for lawn violations. What I know thus far, in order to start this process, the auditor must see that your grass is too long. Then a warning is place on your door notifying the owner that their lawn is in violation. The owner is given a date which the lawn must be cut by. When said due date has come, the auditor checks up on the lawn. No ticket is left on the door stating that the owner has or has not complied. Then a proposed special assessment letter is sent notifying the owner of the fine to be paid, and the steps for appealing said assessment. There appears to be a step or two missed along the way. There should be a notice of noncompliance left on the door, just like the note of the lawn violation warning. At this point, in my mind, there should be written proof for the owner to review that the auditor was there. I look at it this way, when you are pulled over for speeding, if you record is clean, you will be issued a warning. If you are caught speeding again, you will be pulled over and issued a ticket. The police officer would not file a ticket and send out a letter saying you were going a certain mph over the speed limit, with the amount of the fine, without pulling you over. I promise you, my grass was cut before the due date. If there was an issue, an official City of Coon Rapids note/ticket should have been placed on my door, like the warning, giving me proof that the auditor had stopped by. Then I would have been able to have shown that my lawn was indeed cut. I made a couple of calls to the phone # 763-951-7202, trying to find out more information on the issue. No calls were returned.

Again, I assure you that my lawn was cut. There will be no more issues with my yard. I cannot afford to pay for something I complied with. Please consider this plea and do not enforce the said assessment. I am sorry for the time and effort of all parties involved.

Kind regards,

Will Zierhut Cell #: 651



Property Report

Report Date: 8/12/2015

PIN: 163124340049

CLOSED

PROPERTY ADDRESS: 2900 109TH LN

Work Order #60712

Weeds / Long Grass

<u>Task Name</u>	<u>Projected Start</u>	<u>Actual Start</u>	<u>Assigned To</u>	<u>COMMENTS</u>
CITATION ISSUED		5/26/15	GAZELKA, MIKE	Citation posted at property. backyard 8-14"
INFORMATION SENT		5/26/15	HINTZE, CINDY	Courtesy letter sent.
CITATION REINSPECT	6/3/15	6/3/15	GAZELKA, MIKE	Not cut; abate
ORDER ABATEMENT		6/3/15	HINTZE, CINDY	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		6/3/15	HINTZE, CINDY	300
INFORMATION		6/4/15	ENGL, GREGG	Grass was cut prior to mowing crew's arrival.
COMMUNICATE W OWNEF	8/5/15	8/3/15	DEGRANDE, KRISTIN	William (one of owners) called to ask about appeal process for special assessments. Questions answered.

Files attached to this work order:

\\WorkOrder\60712\grass abatement_01.pdf

End of Report for 2900 109TH LN



Long Grass Complaint

Posted Address: 2900 - 109th LANE

Date: 5-26-15 Time: 10⁵² AM

Fine: \$ _____ Inspector: MIKE B

Note: GRASS IN FRONT CUT 4"
" BACK 8" - 14"

For Office Use Only

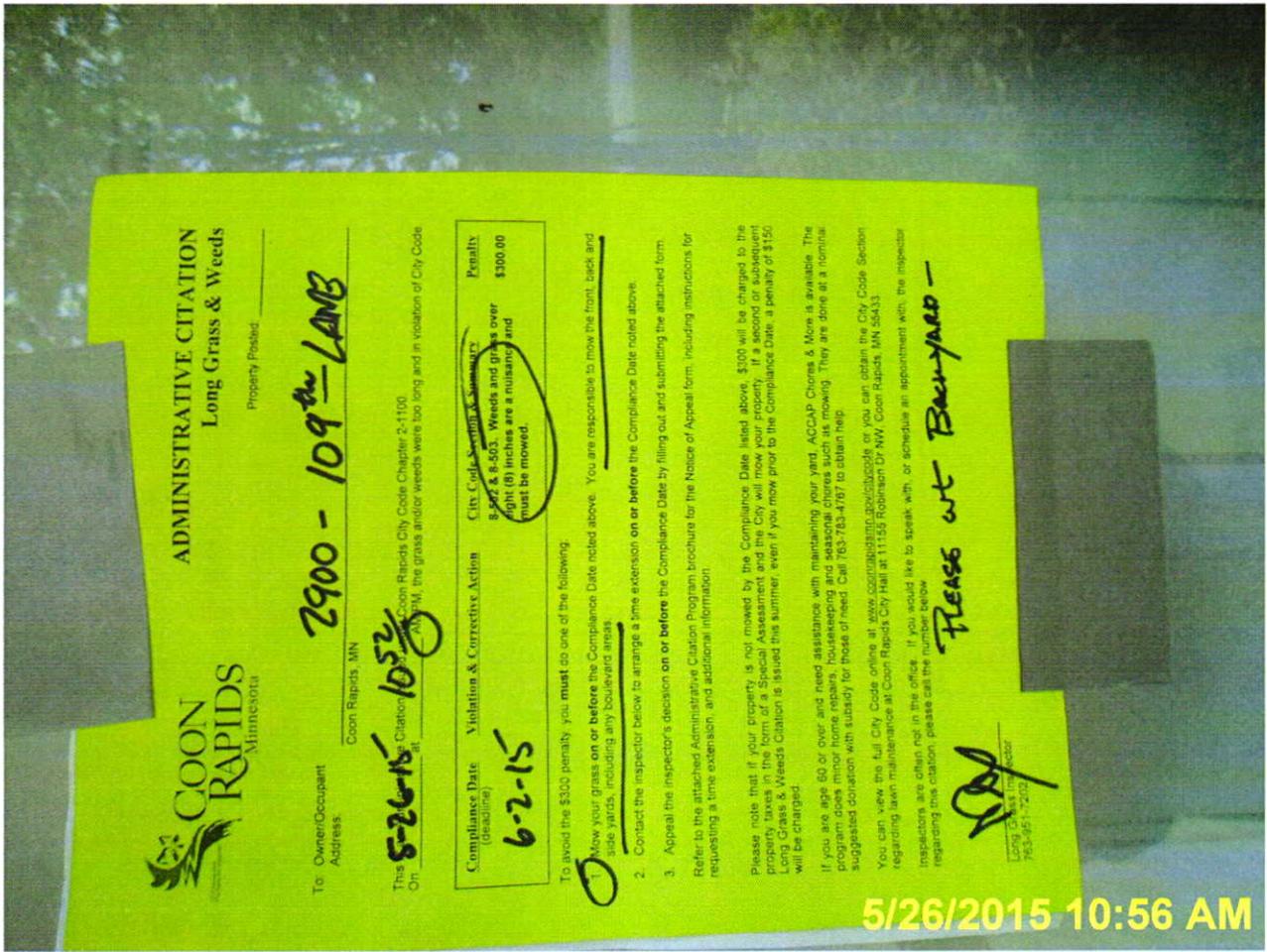
Owner Occupied

Vacant

Rental WO# _____

of Weeds this Season: _____ Previously ~~Posted~~ date: _____







May 26, 2015

BLAKE DIANA
2900 109TH LN NW
COON RAPIDS, MN 55433-0000

Address: **2900 109TH LN**
COON RAPIDS, MN 55433-0000

Administrative Citation: **#60712**

PIN: 163124340049

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 2900 109TH LN, 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 06/02/2015, 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



Long Grass Reinspection

2900 109TH LN

2900 109TH LN

PIN:163124340049

OWNER OCCUPIED

Work Order # 60712

Task Name	Proj. Start	Actual Start	COMMENTS
CITATION ISSUED		5/26/15	Citation posted at property. backyard 8-14"
INFORMATION SENT		5/26/15	Courtesy letter sent.
CITATION REINSPECT COMPLIANCE	6/3/15		
ORDER ABATEMENT			Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED			
ABATE			
APPEAL SUBMITTED			
HEARING			
INFORMATION			
COMMUNICATE W OWNER			

*FRONT Cut
GRASS IN BACK
cut ROAD
still 8"-10"
long*

Inspector Notes

Reinspected by: MIKE

Date: 6-3-15

Time: 10:24

Grass has been mowed

Order Abatement



Long Grass Abatement Order

Date Ordered: 6/3/2015

2900 109TH LN

2900 109TH LN

PIN:163124340049

OWNER OCCUPIED

Work Order # 60712

<u>Task Name</u>	<u>Proj. Start</u>	<u>Date</u>	<u>COMMENTS</u>
CITATION ISSUED		5/26/15	Citation posted at property. backyard 8-14"
INFORMATION SENT		5/26/15	Courtesy letter sent.
CITATION REINSPECT	6/3/15	6/3/15	Not cut; abate
ORDER ABATEMENT		6/3/15	Emailed work order to Gregg Engle at Public Works to mow property.
CITATION FEE APPLIED		6/3/15	300
ABATE			
INFORMATION			
COMMUNICATE W OWN			

Abatement Notes

Staff:

Cosley B
Todd M

Date:

6/4/15

Time:

7:42am

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

26.

Meeting Date: 10/01/2015

Subject: Case 15-52V, Special Assessment Objection, Marvin Hanson, 10841 Kumquat St NW, 24-31-24-21-0100

From: Heather Rodgers,

INTRODUCTION

An unpaid penalty and fees in the amount of \$1,037 associated with code enforcement activity against the subject property are proposed to be assessed to the property. The property owner has filed an objection to the assessment.

BACKGROUND & CONSIDERATIONS

The following chronology relates to actions and procedures leading to the special assessment in this matter.

5/21/2015 - A total of five Administrative Citations were issued for the following: a \$300 citation was issued for expired license tabs on an inoperable vehicle, \$300 citation was issued for a junk white cargo trailer, \$300 citation was issued for exterior storage, \$300 citation was issued for major recreational vehicle, and \$300 for two dismantled trailers. The citations established a compliance date of 6/01/2015.

6/02/2015 - The property was re-inspected and all five violations of City Code remained. City inspectors informed the residents on site of the required abatement of the items in exterior storage and gave them until 6/11/15 to remove the inoperable vehicles and major recreational equipment in violation.

Penalties charged: \$300 (exterior storage), \$667 (abatement cost).

6/11/2015 - The property was re-inspected and found to be in compliance.

ACTION REQUESTED

In Case 15-52V, it is requested the Board of Adjustment and Appeals recommend the City Council affirm the \$1,037.00 special assessment in its entirety.

Attachments

Supporting Documents

Aug 5th 2015

MARVIN HANSON

10841 KUMQUAT ST. NW

COON RAPIDS, MN 55448

#24-31-24-21-0100

REC'D

8/5/2015

~~OK~~

7:02 pm

My mailing address

IS: 2036 161ST AVE. NW

ANDOVER, MN 55304

I am appealing the fine for the boat on property. The boat does run, its not inoperable because my brother Lenny Hanson who has been staying at house, has stolen the axle off of the boat trailer. I had also sent someone over to remove boat while I was in prison, but Lenny or Liz Fearon would not move vehicle that was blocking access to boat. The police dept. were of no help with the matter. I will be moving back into the home within the next week to take back control of property.

I also have some previous matters to address, will you explain how I might go about that?

M. L.

I would also like to get
some extra time to find another
trailer that boat can be transferred
onto, or the current trailer
axle replaced. I will decide
soon which of these would
be best method of getting boat
off property. I will also be
filing a unlawful detainer to have
Leonard and Elizabeth evicted
from property.

Sincerely, M. A.

P.S. Will the city let the
police dept. know that I
do own property and that
I'm able to enter property at
anytime. Leonard Hanson and
Elizabeth have not been given
permission to stay at the house
They moved in as soon as
I went to prison.



Property Report

Report Date: 9/3/2015

PROPERTY ADDRESS: 10841 KUMQUAT ST

Work Order #60642

Yard And Lot Issues

PIN: 243124210100
CLOSED

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1	5/20/15	5/20/15	RODGERS, HEATHER	As required by 911 escort list-Inspected property with Leya D, police & fire department. Roommate was on site, owners not available.
CITATION ISSUED	5/21/15	5/21/15	RODGERS, HEATHER	Numerous violations with junk & debris, excessive storage, compost piles, expired tabs. \$300.00, 11-601.5 inoperable cargo trailer. \$300.00, 11-601.5 MN lic plate 848CXB exp tabs/inoperable. \$300.00, 8-109 junk & debris. \$300.00 11-601.3(1)(b) Boat inoperable. \$300.00, 11-601.5 dismantled trailers(2)
CITATION REINSPECT	6/2/15	6/2/15	RODGERS, HEATHER	Property not compliant- need to abate.
ABATE	6/2/15	6/2/15	RODGERS, HEATHER	Flo abated building materials, misc junk and debris.
COMMUNICATE W OWNEF	6/2/15	6/2/15	RODGERS, HEATHER	Told homeowners (Roger & Lenny Hanson) I would give them 1 week and would be back on 06/11/2015 to reinspect 3 trailers/1 boat/car mn plate 848CXB for current reg.
CITATION FEE APPLIED	6/2/15	6/2/15	RODGERS, HEATHER	\$300.00 on violation 8-109 building materials, junk & debris. Other items listed on citations reinspect on 06/11/2015
ASSESSMENT	6/5/15	6/5/15	RODGERS, HEATHER	Flo's invoice#1193 Fee:\$667.00
CITATION REINSPECT	6/11/15	6/11/15	RODGERS, HEATHER	Reinspected- trailers, vehicle & boat
COMPLIANCE	6/11/15	6/11/15	RODGERS, HEATHER	Property is in compliance- all item

~ 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
Citation # 25255	5/20/15	300	RODGERS, HEATHER	REMOVE TIRES, GARBAGE BAGS, ELECTRONICS, BINS, BUILDING SUPPLIES, MATTRESSES, WIRES/EXTENSION CORDS, LAWN MOWERS, SEMI SLEEPER, MISC JUNK AND DEBRIS FROM OUTDOOR STORAGE. (INCLUDING ALL ITEMS STORED ON TRAILERS AND BOATS)	MARVIN HANSON ISSUE DATE: 05/21/2015 10841 KUMQUAT ST NW, COON RAPIDS, MN 55448
8-109 Building Materials, Junk and Debris.	6/1/15 compliance date				
11-601.3(1)(b) Major Recreational Equipment.	300		RODGERS, HEATHER	REMOVE INOPERABLE BAYLINER BOAT FROM OUTDOOR STORAGE.	

PROPERTY ADDRESS: 10841 KUMQUAT ST

PIN: 243124210100

11-601.5 Junk Vehicles on Residential Property.

5/20/15

6/1/15 compliance date

300

RODGERS, HEATHE

REMOVE BLACK VEHICLE LIC. PLATE 848CXB EXP. TABS, FLAT TIRE AND NO HOOD FROM EXTERIOR STORAGE.

MARVIN HANSON

ISSUE DATE: 05/21/2015
10841 KUMQUAT ST NW,
COON RAPIDS, MN 55448

Citation # 25261

11-601.5 Junk Vehicles on Residential Property.

5/20/15

6/1/15 compliance date

300

RODGERS, HEATHE

REMOVE INOPERABLE CARGO TRAILER FROM EXTERIOR STORAGE.

MARVIN HANSON

ISSUE DATE: 05/21/2015
10841 KUMQUAT ST NW,
COON RAPIDS, MN 55448

11-601.5 Junk Vehicles on Residential Property.

300

RODGERS, HEATHE

REMOVE DISMANTLED TRAILERS (2) FROM EXTERIOR STORAGE.

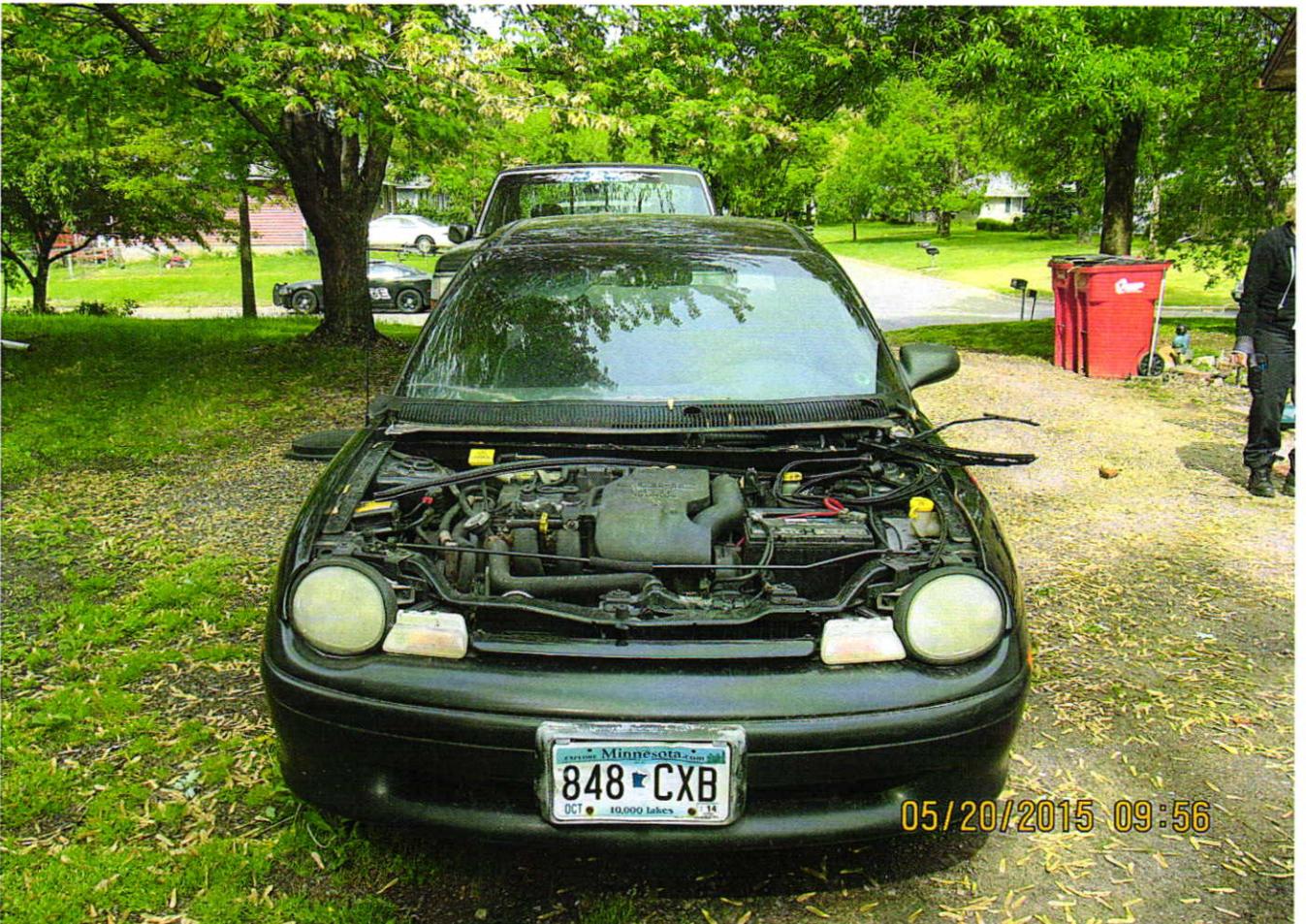
Files attached to this work order:

\\WorkOrder\60642\10841 Kumquat St.pdf

End of Report for 10841 KUMQUAT ST















10841 KUMQUAT ST
CITATION # 60642-25261
PAGE 2

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.

Heather Rodgers
Property Maintenance Inspector
763-767-6596

cc:

10841 KUMQUAT ST
CITATION # 60642-25255
PAGE 2

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.

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.

10841 KUMQUAT ST
CITATION # 60642-25255
PAGE 3

Heather Rodgers
Property Maintenance Inspector
763-767-6596

cc:





