



# APPLICATION FOR APPEAL

RECEIVED

FEB 29 2012

CITY CLERK

Saint Paul City Clerk

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8560

The City Clerk needs the following to process your appeal:

- ☒ \$25 filing fee payable to the City of Saint Paul  
(if cash: receipt number \_\_\_\_\_)
- ☒ Copy of the City-issued orders or letter which  
are being appealed
- ☒ Attachments you may wish to include
- ☒ This appeal form completed
- ☐ Walk-In OR ☒ Mail-In

YOUR HEARING Date and Time:

Tuesday, 3-13-12

Time 1:30 P.M.

Location of Hearing:

Room 330 City Hall/Courthouse

*emailed Notice 2-29-12 Jane*

## Address Being Appealed:

Number & Street: 1694 Como Ave City: St. Paul State: MN Zip: 55114

Appellant/Applicant: International Institute of Minnesota Email: kchristopherson@iimn.org

Phone Numbers: Business 651-647-0191 Residence \_\_\_\_\_ Cell \_\_\_\_\_

Signature: Kathryn Christopherson Date: 2/27/12

Name of Owner (if other than Appellant): \_\_\_\_\_

Address (if not Appellant's): \_\_\_\_\_

Phone Numbers: Business \_\_\_\_\_ Residence \_\_\_\_\_ Cell \_\_\_\_\_

## What Is Being Appealed and Why?

*Attachments Are Acceptable*

- ☐ Vacate Order/Condemnation/
- ☐ Revocation of Fire C of O
- ☐ Summary/Vehicle Abatement
- ☒ Fire C of O Deficiency List #1
- ☐ Fire C of O: Only Egress Windows
- ☐ Code Enforcement Correction Notice
- ☐ Vacant Building Registration
- ☐ Other

Replace Fire door (see Attached note for Reason) at First Floor Stairwell



February 27, 2012

Saint Paul City Clerk

Ref: Appeal for Fire C of O Deficiency to  
Replace Fire Door at First Floor Stairwell

The International Institute would like to appeal the requirement to add a door at the top of our stairwell as stated in the deficiency list.

We removed the door years ago because its placement resulted in a safety hazard to person's walking past the doorway. The stairwell is between the reception area and the first floor bathrooms and provides access to a lunchroom utilized by students. The doorway would open onto an area that has heavy traffic and would present a safety hazard.

Thank you,

Kathryn Christopherson

Director of Finance and Administration

651-647-0191 Ext 305

kchristopherson@iimn.org



CITY OF SAINT PAUL  
*Christopher B. Coleman, Mayor*

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-8951  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

February 22, 2012

INTERNATIONAL INSTITUTE INC  
1694 COMO AVE  
SAINT PAUL MN 55108

### FIRE INSPECTION CORRECTION NOTICE

RE: 1694 COMO AVE  
Ref. #10924

Dear Property Representative:

Your building was inspected on September 15, 2011 for the renewal of your Fire Certificate of Occupancy. Approval for occupancy will be granted upon compliance with the following deficiency list. The items on the list must be corrected prior to the re-inspection date. **A re-inspection will be made on March 28, 2012 at 11:00 AM.**

Failure to comply may result in a criminal citation or the revocation of the Fire Certificate of Occupancy. The Saint Paul Legislative Code requires that no building shall be occupied without a Fire Certificate of Occupancy. The code also provides for the assessment of additional re-inspection fees.

YOU WILL BE RESPONSIBLE FOR NOTIFYING TENANTS IF ANY OF THE FOLLOWING LIST OF DEFICIENCIES ARE THEIR RESPONSIBILITY.

#### DEFICIENCY LIST

1. COMO STAIRWELL - MSFC 703 - The fire door must not be obstructed or impaired from its proper operation at any time.-Replace fire door at first floor Como stairwell.
2. DESIGN PLATE - NFPA 16.5 - Provide a design plate for the sprinkler system.-Contact a sprinkler company to assist.
3. EXTENSION CORDS/POWER STRIPS - MSFC 605.5 - Discontinue use of extension cords used in lieu of permanent wiring.-Remove all extension cords and all power strips must plug directly into an outlet and not into another power strip or extension cord.  
**LOCATIONS:** Computer lab.

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

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102. Phone: (651-266-8688) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: [kris.skow-fiske@ci.stpaul.mn.us](mailto:kris.skow-fiske@ci.stpaul.mn.us) or call me at 651-266-8949 between 7:30 a.m. - 9:00 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Kris Skow-Fiske  
Fire Inspector

Reference Number 10924