



# APPLICATION FOR APPEAL

**Saint Paul City Clerk**

310 City Hall, 15 W. Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: (651) 266-8560

RECEIVED

DEC 27 2010

CITY CLERK

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

**YOUR HEARING Date and Time:**

Tuesday, Jan 4, 2011

Time 1:30 p.m.

Location of Hearing:

Room 330 City Hall/Courthouse

walk in

## Address Being Appealed:

Number & Street: 385 ASHLAND AVE City: ST PAUL State: MN Zip: 55102

Appellant/Applicant: PATRICK T. IGO Email patrick.tigo@comcast.net

Phone Numbers: Business (612) 916-1888 Residence (612) 916-1888 Cell (612) 916-1888

Signature: [Signature] Date: 12/27/10

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
- Fire C of O: Only Egress Windows
- Code Enforcement Correction Notice
- Vacant Building Registration
- Other
- Other
- Other

WINDOWS ARE SAME SINCE LAST CofO approval (11/2006).

check: Summit Rentals, 1740 Summit



CITY OF SAINT PAUL

*Christopher B. Coleman, Mayor*

375 Jackson Street, Suite 220 Telephone: 651-266-8989  
Saint Paul, MN 55101-1806 Fax: 651-266-8951

December 21, 2010

Patrick T Igo  
1740 Summit Ave  
St Paul MN 55105-1834

## **CORRECTION NOTICE - COMPLAINT INSPECTION**

RE: 385 ASHLAND AVE  
Ref. # 14339

Dear Property Representative:

An inspection was made of your building on December 21, 2010 in response to a referral. You are hereby notified that the following deficiency list must be corrected immediately. **A reinspection will be made on or after January 21, 2011.**

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

### DEFICIENCY LIST

1. Basement Unit - 2 Bedrooms - MSFC1026.1 - Provide and maintain an approved escape window from each sleeping room. The minimum size must be 5 square feet of glazed area with a minimum of 24 inches of openable height and 20 inches of openable width. With a finished sill height not more than 48 inches. This work may require permit(s). Call DSI at (651)-266-9090. Refer to the Escape Windows for Residential Occupancies handout for more information.-

Existing casement windows do not meet openable width requirement in both bedrooms. Side bedroom also does not meet glazed area requirement. Both rooms have two identically sized casement windows.

Front Bedroom: Casement window has a glazed area of 36 inches high by 20.25 inches, 5.06 square feet total. Maximum openable area is 36 inches high by 17 inches wide.

Side Bedroom: Casement window has a glazed area of 30 inches high by 19 inches wide, 3.96 square feet total. Maximum openable area is 30 inches high by 16 inches wide.

For an explanation or information on some of the violations contained in this report, please visit our web page at: <http://www.ci.stpaul.mn.us/index.aspx?NID=211>

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 the original orders.

If you have any questions, email me at: [mitchell.imbertson@ci.stpaul.mn.us](mailto:mitchell.imbertson@ci.stpaul.mn.us) or call me at 651-266-8986 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,

Mitchell Imbertson  
Fire Inspection

Ref. # 14339

# Legislative Hearing Fact Sheet

Legislative Hearings provide the forum to review appeals of City-issued orders and develop recommendations for City Council consideration. Appellants not satisfied with the recommendation of the Hearing Officer may request a public hearing before the City Council and it will be scheduled. Any person unsatisfied by the quasi-judicial decision of the City Council may obtain judicial review by timely filing of an action.

## **Appeal Applications**

Appeal application forms are available online at [www.stpaul.gov](http://www.stpaul.gov) or they can be mailed to you calling 651-266-8560. Appeal applications may be submitted in person at or by mail at 310 City Hall, 15 Kellogg Boulevard W., St. Paul, MN 55102. Appeal applications should be filed within ten days of the date of written notification of the item(s) being appealed.

## **Scheduling Your Appeal Hearing**

The date and time of the hearing for those applications submitted in person will usually be set at that time. Mailed applications will be copied and returned to the appellant with the date and time of the hearing filled in. Generally, appeal hearings are scheduled one to four weeks after the application is submitted. Once an appeal has been scheduled, it may not be rescheduled more than once. Additional rescheduling will only be done by referral from the City Council. In some cases involving egress windows, an appeal may be granted without a hearing. If this is the case with your appeal, you will receive a call from our office.

## **Hearings Are Held on Tuesdays & The Schedule Typically Is:**

- 10:00 Tax Assessments & Orders to Remove or Repair
- 11:30 Condemnations, Revocations & Vacate Orders. Also, Summary & Vehicle Abatement Orders
- 1:30 Fire Certificate of Occupancy Letters, Code Enforcement Notices & Egress Window Building Permit Denials
- 2:30 Vacant Building Registration Notices
- 3:00 Other Cases and Overflow Hearings

## **What to Expect at the Hearing**

A number of appeals are heard in each hearing session. For each appeal, City Staff will give a report and appellants be given time to present information, testimony, photos or other documents. The Hearing Officer will take all of this into account to develop a recommendation for Council consideration. Occasionally a decision cannot be made at the hearing, and the matter will be laid over or continued to allow the appellant and/or staff time to gather more information. The hearings are quite informal but it is still expected that cell phones and pagers will be turned off, and City staff and appellants will address one another respectfully.

**Interpreter:** If you need an interpreter for your hearing, please call 651-266-8561 for us to arrange one.