



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

310 City Hall, 15 W. Kellogg Blvd.  
Saint Paul, Minnesota 55102  
Telephone: (651) 266-8585

RECEIVED

JUN 25 2018

We need the following to process your appeal: **CITY CLERK**

- \$25 filing fee (non-refundable) (payable to the City of Saint Paul) (if cash: receipt number #9670)
  - Copy of the City-issued orders/letter being appealed
  - Attachments you may wish to include
  - This appeal form completed
  - Walk-In OR  Mail-In
- for abatement orders only:  Email OR  Fax

<b>HEARING DATE &amp; TIME</b> (provided by Legislative Hearing Office) Tuesday, <u>JULY 10, 2018</u> Time <u>1:30</u> Location of Hearing: <u>Room 330 City Hall/Courthouse</u>
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### Address Being Appealed:

Number & Street: 2550 University Ave w City: St. Paul State: MN Zip: 55114

Appellant/Applicant: Court International, LLC Email: kristyn@suntide.com

Phone Numbers: Business 651-603-0321 Residence \_\_\_\_\_ Cell \_\_\_\_\_

Signature: [Handwritten Signature] Date: \_\_\_\_\_

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

Mailing 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/Correction
- Code Enforcement Correction Notice
- Vacant Building Registration
- Other (Fence Variance, Code Compliance, etc.)

**Comments:**  
We received a deficiency during our fire inspection for an emergency exit door that has an access control system. This door is the front entrance to a suite and has a control system for the employees to enter. If there is a fire, the doors will automatically unlock so that people can use the emergency exit. We would like to appeal this deficiency since it can be used as an emergency exit without removing the access control system.



CITY OF SAINT PAUL

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)

June 11, 2018

KRISTYN SECAUR  
COURT INTERNATIONAL LLC  
2550 UNIVERSITY AVE W STE 416-S  
ST PAUL MN 55114

## FIRE INSPECTION CORRECTION NOTICE

RE: 2550 UNIVERSITY AVE W  
Ref. #12155

Dear Property Representative:

Your building was inspected on June 5, 2018 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 July 12, 2018 at 10:00 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. 143N - HALLWAY NEAR THE LAUNDRY ROOM/EXIT - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.  
*-Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.*

2. 143N - MAIN EXIT - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
***-The door has an access controlled egress system installed, you cannot have additional locks on this door. Remove the extra locks from the door.***
3. 150S - EGRESS SIDE OF THE DOOR - MSFC 1104.1, 1008.1.9.3 - Post a sign stating 'THIS DOOR MUST REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED' at main exits with interior key locks. The minimum stroke of the letter must be 1 inch high with a contrasting background.
4. 161S - EGRESS SIDE OF THE DOOR - MSFC 1104.1, 1008.1.9.3 - Post a sign stating 'THIS DOOR MUST REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED' at main exits with interior key locks. The minimum stroke of the letter must be 1 inch high with a contrasting background.
5. 180S - MAIN EXIT - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
***-Panic hardware locking arrangement installed, cannot have additional locks on the door. Remove all other locks.***
6. 185S - MSFC 901.6 - Provide required annual maintenance of the fire extinguishers by a qualified person and tag the fire extinguishers with the date of service.
7. 189S - MSFC 1104.5, 1011.3 - Provide and maintain approved external or internal lighting of the exit sign.  
***-Replace the burn out bulb on the exit sign.***
8. 201S - MSFC 1104.5.3, 1006.3 - Provide and maintain an approved emergency lighting system.
9. 211S - MSFC 1104.5, 1011.3 - Provide and maintain approved external or internal lighting of the exit sign.  
***-Replace the burnt out bulb.***
10. 2217 - BREAK ROOM - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.  
***-Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.***
11. 2ND FLOOR - MGM - MSFC 1104.5.3, 1006.3 - Provide and maintain an approved emergency lighting system.  
***-Replace the battery for the emergency light.***

12. 2ND FLOOR - STAIRWELL A LANDING - MSFC 509.1.1  
*- Provide WET sign on the standpipe.*
13. 301N - MAIN EXIT - MSFC 1104.5.3, 1006.3 - Provide and maintain an approved emergency lighting system.
14. 314N - SPLC 34.12 (2), SPLC 34.36 (1) - Repair and maintain all required and supplied equipment in an operative and safe condition to properly and safely perform their intended function in accordance with the provisions of the applicable code.  
*-Allow inspector to confirm that the failsafe pull station for the access control system works. Maintenance did not have a key to rest the pull station at the time of inspection.*
15. 315S - EGRESS SIDE OF THE DOOR - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
*-The special locking arrangement is missing a push to exit button.*
16. 316S - DOOR TO SERVER ROOM - MSFC 901.6 - The fire sprinkler system must be maintained in an operative condition at all times, replace or repair where defective. All work must be done by a licensed contractor under a permit.  
*-Provide a sign that reads PRE-ACTION SYSTEM or similar wording.*
17. 316S – CLOSET NEAR MS. HOLLAND'S OFFICE - MSFC 901.6 - Contact a fire sprinkler contractor to replace all painted or damaged fire sprinkler heads. All sprinkler work must be done by a licensed contractor under permit.
18. 316S - SERVER ROOM - MSFC 901.6 - Provide required annual maintenance of the fire extinguishers by a qualified person and tag the fire extinguishers with the date of service.  
*-Service/hang the fire extinguisher.*
19. 316S - MSFC 901.6 - Provide required annual maintenance of the fire extinguishers by a qualified person and tag the fire extinguishers with the date of service.
20. 330N - DIRECTING THE SECOND EXIT - MSFC 1104.3, 1011.1 - Provide and maintain approved directional exit signs.
21. 330N - NEAR MAIN LOBBY - MSFC 605.1 - Repair or replace damaged electrical fixtures. This work may require a permit(s). Call DSI at (651) 266-8989.
22. 350S - CONFERENCE ROOM C AND - SPLC 34.19 - Provide access to the inspector to all areas of the building.  
*-There was a meeting in-progress at the time of my inspection. Allow inspector access during the re-inspection. Space may require exit signs/panic hardware/occupant load sign depending on the occupant load of the room.*

23. 350S - MAIN EXIT - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
***-The access controlled egress locking arrangement is missing a sensor on the egress side of the door. Provide a sensor or remove the access controlled egress locking arrangement.***
24. 3RD FLOOR - ELECTRICAL ROOM NEAR STAIRWELL C - MSFC 605.6 - Provide electrical cover plates to all outlets, switches and junction boxes where missing.
25. 3RD FLOOR - ELECTRICAL ROOM NEAR STAIRWELL C - MSFC 605.3.1 - Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar wording.
26. 3RD FLOOR - ELECTRICAL ROOM NEAR STAIRWELL C - MSFC 703.1 - Repair and maintain the required fire resistive construction with approved materials and methods. This work may require a permit(s). Call DSI at (651) 266-8989.  
***-Patch all openings.***
27. 3RD FLOOR - ELECTRICAL ROOM NEAR STAIRWELL D - MSFC 605.3.1 - Doors into electrical control panel rooms shall be marked with a plainly visible and legible sign stating ELECTRICAL ROOM or similar wording.
28. 3RD FLOOR - ELECTRICAL ROOM NEAR STAIRWELL D - MSFC 703.1 - Repair and maintain the required fire resistive construction with approved materials and methods. This work may require a permit(s). Call DSI at (651) 266-8989.  
***-Patch all holes.***
29. 4TH FLOOR - BIG BROTHER IT ROOM - SPLC 34.10 (7), 34.17 (5) - Repair and maintain the ceiling in an approved manner.  
***-Remove the grid ceiling tiles and provide regular ceiling tiles.***
30. 4TH FLOOR - EXIT NEAR THE NORTH ELEVATORS - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
***-This is a required exit due to dead end corridor fire code requirements. The exit presently has a card reader to access the tenant space. Remove the card reader or provide a code compliant solution***

31. 4TH FLOOR - STAIRWELL B - MSFC 2015 [B] 1022.1 General.  
Interior exit stairways and interior exit ramps serving as an exit component in a means of egress system shall comply with the requirements of this section. Interior exit stairways and ramps shall lead directly to the exterior of the building or shall be extended to the exterior of the building with an exit passageway conforming to the requirements of Section 1023, except as permitted in Section 1027.1. An interior exit stairway or ramp shall not be used for any purpose other than as a means of egress.  
***-Remove/relocate the installed electrical/VFD equipment. This work must be done by a qualified contractor and must be done under permit.***
32. 4TH FLOOR ELECTRICAL ROOM - NEAR STAIRWELL C - 509.1.1 Utility identification. Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.  
***-Provide a sign that reads ELECTRICAL ROOM.***
33. 4TH FLOOR ELECTRICAL ROOM - NEAR STAIRWELL C - MSFC 605.6 - Provide electrical cover plates to all outlets, switches and junction boxes where missing.  
***-Provide covers for junction boxes where missing.***
34. 4TH FLOOR ELECTRICAL ROOM - NEAR STAIRWELL D - 509.1.1 Utility identification. Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.  
***-Provide a sign that reads ELECTRICAL ROOM.***
35. 4TH FLOOR ELECTRICAL ROOM - NEAR STAIRWELL D - MSFC 605.6 - Provide electrical cover plates to all outlets, switches and junction boxes where missing.  
***-Provide covers for exposed wiring.***
36. 4TH FLOOR HR GREEN - SHOWER ROOM - MSFC 901.6 - The fire sprinkler system must be maintained in an operative condition at all times, replace or repair where defective. All work must be done by a licensed contractor under a permit.  
***-There are 2 missing escutcheon covers for the sprinkler heads.***
37. 4TH FLOOR STAIRWELL B - MSFC 605.6 - Provide electrical cover plates to all outlets, switches and junction boxes where missing.  
***-Provide a cover plate where missing.***
38. FIRE ALARM SYSTEM - DOCUMENTATION - MSFC 907.8 - Provide required annual maintenance of the fire alarm system by a qualified person and provide written documentation to this office as proof of compliance.

39. FIRE DOORS - THROUGHOUT THE BUILDING - MSFC 703.1 - Provide, repair or replace the fire rated door and assembly. The minimum rating must be:  
***-Multiple fire doors in the building were propped open at the time of inspection. Fire doors must be kept closed at all times.***  
***-Remove all non-code compliant door closers from the fire doors.***  
***-Provide FIRE DOOR KEEP CLOSED labels on both sides of the fire doors.***  
***-Keep the fire doors closed.***
40. FIRE SPRINKLER SYSTEM - DOCUMENTATION - MSFC 901.6 - Provide required annual inspection and testing of the fire sprinkler system by a licensed fire sprinkler contractor and provide written documentation to this office as proof of compliance. Tags must be maintained on the riser showing the latest date of inspection and testing.
41. OPEN BUILDING PERMIT 1 - Sec. 33.03. - Permits—when required.  
 (a) Building and general construction. No person shall construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure without first obtaining a building permit from the building official. Permits for building or general construction are not required for repairs for maintenance only or for minor alterations provided they are not required under the state building code, this chapter or other pertinent provisions of the Saint Paul Legislative Code, and provided the cost of such repairs and minor alterations does not exceed the present market value of five hundred dollars (\$500.00).  
***-Final the open building permit.***  
***2015 021628 REM 00 B Building Permit***
42. OPEN BUILDING PERMIT 2 - Sec. 33.03. - Permits—when required.  
 (a) Building and general construction. No person shall construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure without first obtaining a building permit from the building official. Permits for building or general construction are not required for repairs for maintenance only or for minor alterations provided they are not required under the state building code, this chapter or other pertinent provisions of the Saint Paul Legislative Code, and provided the cost of such repairs and minor alterations does not exceed the present market value of five hundred dollars (\$500.00).  
***-Final the open building permit.***  
***2015 174445 REM 00 B Building Permit***
43. PARKING RAMP - THROUGHOUT - Chapter 417. Parking Lots and Parking Garages. Sec. 417.08  
***-Email inspector documentation of the most recent structural analysis report.***
44. PARKING RAMP - THROUGHOUT THE RAMP - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.  
***-Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.***

45. PENTHOUSE LEVEL - 509.1.1 Utility identification.  
Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.  
***-Provide a sign that reads BOILER ROOM.***
46. RESTAURANT - REAR EXIT - MSFC 1104.5, 1011.3 - Provide and maintain approved external or internal lighting of the exit sign.  
***-Replace the burnt out bulb on the exit sign.***
47. RESTAURANT - REAR EXIT - MSFC 1030.2 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exit path.  
***-Maintain a minimum of 44 inches clearance in the exit path.***
48. ROOF - THROUGHOUT - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.  
***-Provide minimum 2A10BC fire extinguishers spaced not more than 75 feet travel distance from any point in the building to an extinguisher. They must be permanently mounted between 3 and 5 feet high in readily visible and easily accessible locations.***
49. ROOF - IN A VISIBLE LOCATION - MSFC 1104.3, 1011.1 - Provide and maintain approved directional exit signs.  
***-Provide an exit sign on the roof as discussed during the initial inspection.***
50. ROOF ACCESS - HALLWAY NEAR ELEVATOR ROOM DOOR TO STAIRWELL - MSFC 1008.1.9.3 - Remove unapproved locks from the exit doors. The door must be openable from the inside without the use of keys or special knowledge or effort.  
***-Replace the door handle so that you cannot be locked on the egress side of the door.***
51. ROOF ACCESS - DOOR LEADING TO THE ROOF - 509.1 Identification.  
Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible.  
***-Provide a sign that reads ROOF ACCESS / CAUTION SOLAR PANELS or similar wording.***



52. ROOF ACCESS STAIRWELL - DOOR LEADING TO ROOF ACCESS / ELEVATOR ROOM - 509.1.1 Utility identification.

Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.

***-Provide a sign that reads ROOF ACCESS / ELEVATOR EQUIPMENT ROOM.***

53. ROOF SOLAR PANELS - THROUGHOUT - Sec. 33.03. - Permits—when required.

(a) Building and general construction. No person shall construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure without first obtaining a building permit from the building official. Permits for building or general construction are not required for repairs for maintenance only or for minor alterations provided they are not required under the state building code, this chapter or other pertinent provisions of the Saint Paul Legislative Code, and provided the cost of such repairs and minor alterations does not exceed the present market value of five hundred dollars (\$500.00).

***-Obtain and final a building permit for the solar panel installation.***

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: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: [Sebastian.Migdal@ci.stpaul.mn.us](mailto:Sebastian.Migdal@ci.stpaul.mn.us) or call me at 651-266-8985 between 8:00 a.m. - 9:30 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Sebastian Migdal  
Fire Inspector

Reference Number 12155