



# APPLICATION FOR APPEAL

RECEIVED

MAR 06 2013

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, March 19, 2013

Time: 1:30 PM

Location of Hearing:  
Room 330 City Hall/Courthouse

## Address Being Appealed:

Number & Street: 1611 Spruce Tree Dr. City: ST. PAUL State: MINN Zip: 55104

metroplains mgmnt on behalf of spruce

Appellant/Applicant: Tree Parking Ramp Email: mkoeh@metroplains.com

Phone Numbers: Business 651-523-1212 Residence \_\_\_\_\_ Cell 612-366-5983

Signature: Michael R. Koch Date: March 6, 2013

Name of Owner (if other than Appellant): City of St. Paul c/a metroplains Mgmt.

Address (if not Appellant's): 1600 UNIVERSITY AVE., SUITE 212, ST. PAUL, MN 55104

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

We request a variance or alternative way of compliance with items # 1, 3, 6 and 8. Attached is a report from Walker Consultants as well as an expanded narrative of alternatives to compliance with items #1, 3, 6, (and 8)

Add'l Photos & floor plans will be supplied at the hearing or if req'd prior to the hearing.  
m.koe

Revised 4/22/2011



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 25, 2013

METRO PLAINS MANAGEMENT - ATTN: MICHAEL KOCH  
1600 UNIVERSITY AVE W STE 212  
ST PAUL MN 55104

### FIRE INSPECTION CORRECTION NOTICE

RE: 1611 SPRUCE TREE AVE  
Ref. #119544

Dear Property Representative:

Your building was inspected on February 6, 2013 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 25, 2013 at 1:00 PM.**

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. PARKING GARAGE - 2/3 LEVEL - EAST STAIRWAY - MSFC 1008.1.8 - 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.-Remove or cap off the single cylinder deadbolt lock.
2. PARKING GARAGE - ENTRANCE BY SPRUCE TREE AVE - MSFC 901.6 - Provide and maintain caps on all hose connections.-Provide a cap for the fire department connection. FDC is missing a cover.

3. PARKING GARAGE - SECOND LEVEL - EAST STAIRWAY - MSFC 1008.1.8 - 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.-Remove or cap off the deadbolt lock. Remove the access control system that is on the door leading to the stairway.
4. PARKING GARAGE - STREET SIDE - SPRUCE TREE AVE - SPLC 71.01 - Provide address numbers on the parking garage.-Assure that the address numbers are at least 4 inches in size, in a visible location, and contrast with the background.
5. PARKING GARAGE - THIRD LEVEL - EAST STAIRWAY - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-Provide an illuminated exit sign above the exit. Exit sign missing.
6. PARKING GARAGE - THIRD LEVEL - EAST STAIRWAY - MSFC 1008.1.8 - 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.-Remove or cap off the single cylinder deadbolt lock.
7. PARKING GARAGE - THROUGHOUT - SPLC 34.19 - Provide access to the inspector to all areas of the building.-Provide access to all mechanical, electrical, storage rooms, etc.
8. PARKING GARAGE - THROUGHOUT - SPLC 417.07 - Provide and maintain a phone or push button alarm that is clearly marked, strategically located and handicap accessible.-Maintain the emergency call boxes by the East stairway. Call boxes are not functional.
9. PARKING GARAGE - THROUGHOUT - MSFC 901.6 - Provide required annual inspection and testing of the fire standpipe system and provide written documentation to this office as proof of compliance.-Please email documentation to [sebastian.migdal@ci.stpaul.mn.us](mailto:sebastian.migdal@ci.stpaul.mn.us) prior to the reinspection.
10. PARKING GARAGE - THROUGHOUT - INCLUDING MECHANICAL AND ELECTRICAL ROOMS - MSFC 906.1, 906.6, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.-Provide fire extinguishers with a minimum rating of (2A10BC). The fire extinguishers must be installed on a bracket and be no higher than 5 feet above the ground or be inside an approved cabinet. The fire extinguishers must be spaced so that the travel distance to the extinguisher does not exceed 75 feet. Assure that approved labeling is present to indicate the location of the fire extinguishers.

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: [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 119544



**WALKER**  
PARKING CONSULTANTS

1660 South Highway 100, Suite 424  
Minneapolis, MN 55416

Office: 952.595.9116  
Fax: 952.595.9518  
www.walkerparking.com

March 5, 2013

Mr. Michael Koch  
Building Manager  
Metro Plains Development, LLC  
1600 University Ave W  
Suite 212  
Saint Paul, MN 55104

Re: Spruce Tree Parking Ramp

Dear Mr. Koch:

As requested, on February 27, 2013, Walker Parking Consultants (Walker) met with Metro Plains Development Property Management regarding the Spruce Tree Parking Ramp and a recent Fire Inspection Correction Notice regarding the Parking Ramp. As part of the meeting a walk thru of the parking areas in question was performed. Items 1, 3, 6, and 8 of the Correction Notice were the focus of the meeting.

**Compliance with items 1, 3, and 6:**

Per the Fire Inspection is to remove locks on several of the doors from the parking area that access the eastern stair that serves both the Spruce Tree Centre Office Building as well as the parking ramp. MN State building code requires two exits from any area having a maximum occupancy load greater than 29 per IBC 1015.1, and a travel distance less than 300 feet per table 1016.1. There is only one stair within the parking ramp structure. The second exit would be the shared stair where the lock removal is being required.

Options for maintaining building security while also allowing exit access for the ramp were discussed. The stair can be unlocked for the parking side, to allow exit access for parking, yet maintain locked doors to the office areas and not be in violation of any codes and ordinances. The grade level access from parking to office building would need to have the locks removed from the parking area set of doors to the interior set of doors directly accessing the office building. In addition, a door should be added to access the fire corridor from the lobby area between parking and office on grade level in the event of fire and the fire shutter is engaged, blocking access to the door to the stairwell.

The above changes would meet the requirement of two exits from each level of the parking area, and at the same time allow security to the office building during times when the office building is locked down.

**Alternative for Items 1, 3, and 6:**

Provide intercom monitoring during time periods when locking of stairwell for office building security is desired. Monitor locked doors at shared stairwell so that persons



needing to exit the parking area can have the doors unlocked remotely. In case of a fire incident doors could be unlocked by the same system that activates the fire shutter on grade level eliminating need of monitoring during a fire incident. This alternative option would require same door from grade level lobby to fire corridor in case of fire incident blocking access to stairwell.

**Compliance with item #8:**

Remove the non-functioning call button and associated signage in the fire corridor leading to Spruce Tree Ave.

We sincerely appreciate the opportunity to assist Metro Plains Development and remain available to answer any questions you may have regarding this report.

Sincerely,

WALKER PARKING CONSULTANTS

A handwritten signature in black ink, appearing to read "Ronald Leurquin". The signature is fluid and cursive, with a long horizontal stroke at the end.

Ronald Leurquin  
Senior Designer

cc: Terry Hakkola

## Spruce Tree Parking Ramp.

Reasonable and Viable Alternatives to unlocking East Stair Tower doors 24 / 7 @ 365 days per year.

### Alternative # 1

Answer Net monitors the parking ramp during the hours when the ramp and the office building are closed 10pm - 6am via the brand new, 32 camera, \$75,000 security camera system recently installed in the Spruce Tree Parking ramp. If a fire or emergency occurs, Answer Net, a tenant on second floor of the Spruce Tree Centre office building, whose offices are less than 75 feet from the stair tower, opens the door or doors to the east stair tower. Answer Net is a nation wide emergency answering service. Answer Net currently monitors the entrance and exit lanes of the parking ramp via four cameras, has a great view of the west exit from the ramp and has a video link up to the parking *No change to the existing locking system on doors at 2, 2/3 and 3.*

### Alternative # 2

Install Emergency Call boxes at levels 2, 2/3 and 3 of the east stair tower which would be answered by Answer Net, a 24 hour Emergency Call Service. In the event of an emergency that blocks the west exit from the parking ramp, when the parking ramp and the office building are closed from 10pm to 6am, the caller could be viewed from the existing security camera system and Answer Net would open the doors to the east stair tower. *No change to the existing locking system on doors at 2, 2/3 and 3.*

### Alternative # 3

Install a heat sensor or fire sensing device or perhaps a pull station, at the west exit from the parking ramp. If the sensor detects a fire, the alarm would, as is currently the case in the office building, trigger a "fail safe" condition, whereby all of the electronic strikes at the east stair tower would be unlocked. *No change to the existing locking system on doors at 2, 2/3 and 3.*

### Alternative # 4

Install a door with a door, with a panic bar on the parking ramp side, that would provide direct access to the emergency exit corridor between the parking ramp and the office building at level 1 just south of the existing double doors that come from the parking ramp into the building. This door would provide 24 / 7 @ 365 days per year egress. Leave the doors at levels 2, 2/3 and 3 locked during the times the parking ramp and the office building are closed. In the event of a blockage at the west exit from the parking ramp, this 1st level door could be used. Signage at the levels 2, 2/3 and 3 could direct the emergency usage of this door during the hours the parking ramp is closed from 10pm - 6am. This door would be accessible from all levels because the ramp has a scissor design. *No change to the existing locking system on doors at 2, 2/3 and 3.*