



# 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

DEC 12 2014

CITY CLERK

We need the following to process your appeal:

- \$25 filing fee payable to the City of Saint Paul (if cash: receipt number check 4223)
  - 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

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| <p><b>HEARING DATE &amp; TIME</b><br/>         (provided by Legislative Hearing Office)<br/>         Tuesday, <u>December 23, 2014</u></p> <p>Time <u>3:00 PM</u></p> <p>Location of Hearing:<br/>         Room 330 City Hall/Courthouse</p> |
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## Address Being Appealed:

Number & Street: 10830 Able St City: Blaine State: MN Zip: 55434

Appellant/Applicant: Heating & Cooling Design Email Heatcoolshark@gmail.com

Phone Numbers: Business 612-328-7172 Residence \_\_\_\_\_ Cell \_\_\_\_\_

Signature: Shark Date: 12/12/14

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
- Code Enforcement Correction Notice
- Vacant Building Registration

Other

Duane Lee is a full-time sales person  
for Heating & Cooling Design.

Heating & Cooling Design is applying for  
an appeal because we are asking  
to give us a year in finding a  
new comp card holder, since Duane Lee  
already renewed his license for 2015.

If you have any questions please  
contact BORIS (PRESIDENT)

Shayc-  
612-328-7172



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### Competency Cards

Inbox x

**Ubl, Stephen (CI-StPaul)** <stephen.ubl@ci.stpaul.mn.us>  
to me, Gary

Boris,

4:00 PM (9 minutes ago)

Thank you for meeting with me and various staff members last week to discuss your companies business in St. Paul. We discussed the requirements of the SPLC as it relates to competency cards, obtaining permits and working in the City of St. Paul. At the meeting, I asked that you submit a letter addressing how your organization would work to satisfy SPLC section 369.04 (licensing requirements) I have reviewed a fax from Dwayne Lee regarding his actions as they relate to your organization and fulfilling your responsibilities reflective of the SPLC to obtain permits and perform work in the City of St. Paul. Based on our conversation in the meeting and the memo from Mr. Lee, it is my opinion that you still do not represent the intent of section 369.04 of the SPLC. Your organization will not be able to obtain permits until Heating & Cooling Design, Inc. can represent St. Paul Legislative code section 369.04 and provide a responsible full-time employee or full-time member of the organization that has obtained a Master's Competency card for each discipline (ventilation, mechanical, refrigeration & fuel gas)

You may appeal these orders by contacting the St. Paul Legislative Hearing Officer at [651-266-8585](tel:651-266-8585).

Thank you,



**Stephen Ubl**  
**City of St. Paul Building Official**  
Department of Safety & Inspections  
375 Jackson St  
Saint Paul, MN 55101  
P: 651-266-9021  
F: 651-266-9099  
[stephen.ubl@ci.stpaul.mn.us](mailto:stephen.ubl@ci.stpaul.mn.us)

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Making Saint Paul the Most Livable City in America

ORDINANCE

CITY OF SAINT PAUL, MINNESOTA

Presented by

*Kathy Party*

An Ordinance Amending Chapter 369 To Update  
References To Include Trade Workers

Section 1

Section 369.04 of the Saint Paul Legislative Code is hereby amended to read as follows:

**Sec. 369.04. Licensing requirements.**

(a) Application; review; approval. Each applicant shall make application to the building official on such forms and containing such information as the building official shall require, and the requisite fee shall accompany the application. Compliance with the provisions of section 310.02(b) will not be required for the issuance of this license. The application when completed shall be reviewed by the building official and either approved or rejected. All applications shall be kept on file by the division for five (5) years.

(b) Certificate of competency. Except as hereinafter otherwise provided, an appropriate master's building trades certificate of competency shall be a prerequisite to the issuance of all licenses enumerated in section 369.02. Any applicant for such license shall submit the name of the responsible certificate holder to be entered upon the license. Where a license is desired by a partnership, firm or corporation, the certificate holder shall be a responsible full-time employee or a full-time member of the applying firm, partnership or corporation. Failure to maintain a current certificate of competency or the disassociation of the holder from the licensed business shall void the license.

(c) Temporary license. Where a certificate of competency is a prerequisite for issuance of a license, the building official may approve the issuance of a temporary license until the time of the next certificate of competency examination, provided:

(1) A determination of the qualifications of the applicant is made; and

(2) All other requirements of this chapter are complied with.

Where state licenses are required, no temporary license shall be issued unless the applicant holds a state license.

(d) Insurance requirements. No license granted under this chapter shall become effective until the licensee shall have filed evidence of comprehensive general liability insurance approved as to form by the city attorney, with a combined single limit of liability for bodily injury and property damage of five hundred thousand dollars (\$500,000.00). Said policy shall contain a clause that the insurer cannot cancel or change the insurance without first giving the building official thirty (30) days prior notice.

It is a misdemeanor violation for anyone to operate a business under a license issued pursuant to this chapter unless such insurance requirements have been complied with.

43

44 (e) Reciprocity, warm air heating installation and repair. Whenever the applicant for a license for  
45 warm air heating installation and repair is licensed or authorized in any other municipality of this  
46 state to engage in said business, the applicant shall be issued a license to engage in that business in  
47 the City of Saint Paul upon payment of the requisite fees, provided such municipality has  
48 requirements for a license and a certificate of competency equal to those of the City of Saint Paul, as  
49 shall be determined by the building official, and said applicant shall have complied with section  
50 370.15(a) of this Code.

51 Where a licensee operating under the reciprocal arrangement fails to make required corrections  
52 after being duly notified by the division where work has been done, such failure or lack of  
53 compliance will then be recorded and information relative thereto will be forwarded to the locality  
54 where the license is held.

55 (f) Work performed by certificate holder only. No license holder shall allow or authorize any  
56 employee or other person to do work for which a building trade certificate of competency is required  
57 pursuant to Chapter 370 of the St. Paul Legislative Code unless such employee or other person holds  
58 the appropriate certificate of competency as required by that chapter or is a registered apprentice  
59 trade worker as defined in section 370.17.

60

61

Section 2

62

63 This Ordinance shall take effect and be in force thirty (30) days following its passage, approval and  
64 publication.

65

|         | Yeas | Nays | Absent |
|---------|------|------|--------|
| Bostrom |      |      |        |
| Carter  |      |      |        |
| Harris  |      |      |        |
| Helgen  |      |      |        |
| Lantry  |      |      |        |
| Stark   |      |      |        |
| Thune   |      |      |        |

Requested by Department of:

By:

Approved by the Office of Financial Services

By:

Approved by City Attorney

By: *Rachel Tierney*

Approved by Mayor for Submission to Council

By:

Adopted by Council: Date \_\_\_\_\_

Adoption Certified by Council Secretary

By: \_\_\_\_\_

Approved by Mayor: Date \_\_\_\_\_

By: \_\_\_\_\_