



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

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April 20, 2015

AMERICAN BANK OF ST PAUL/SPECIAL ASSETS  
PO BOX 64206  
ST PAUL MN 55164

RE: FIRE INSPECTION CODE COMPLIANCE NOTICE  
298 – 300 UNIVERSITY AVE W

Ref # 40150

Dear Property Representative:

A code compliance inspection of your building was conducted on April 9, 2015 to identify deficiencies that need to be corrected in order for the building to be compliant. The Saint Paul Legislative code requires that no building shall be occupied without a Certificate of Occupancy and a Fire Certificate of Occupancy. Neither of these certificates will be issued unless all work required to be done under permit is inspected and approved by the appropriate inspector. Your Certificate of Occupancy and Fire Certificate of Occupancy will be granted upon demonstration of compliance with the following deficiency list and payment of required fees.

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

**General/ Building/ Fire Safety:**

**SPLC 33.03 – DSI building permit and other trade permits will be required for this work. Contact DSI at (651)266-8989 to obtain any necessary permits.**

**Fire Inspector: Mitchell Imbertson - (651)266-8986**  
**Building Inspector: James Seeger - (651)266-9046**

1. Occupancy/Zoning - SBC 3405.1, SBC 110.2, SPLC 62.01 - The most recent approved use of the building is M-occupancy (Commercial Mercantile) on the 1st floor and R-3 occupancy (one residential unit) on the 2nd floor. The basement is storage/ utility space accessory to the mercantile areas. Any change from this occupancy will require DSI building department and zoning approval.

2. 1st Floor - Ceiling - MSFC 703.1 - Repair and maintain the required fire resistive construction with approved materials and methods. - Repair and fire-stop openings in the ceiling in an approved manner to maintain 1 hour fire separation between 1st floor commercial space and 2nd floor residential areas.
3. 1st Floor - Floor Plans - MSFC 1027, MSBC 3405.1, MSBC 1008, MSBC 110.2 - The occupancy group or use division of this building has been changed from that previously approved. - Provide plans showing intended use and arrangement of the 1st floor of the building 298 and 300 suites have been combined, exiting is now noncompliant due to increased mercantile area. Maintain required size and swing of doors per requirements for the intended occupancy. If current arrangement is maintained requirements will be changed including doors swinging in direction of travel, exit signs required, emergency lighting required, etc.
4. 1st Floor - Throughout - MSFC 1008.1.8 - 1028.3 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exitway.-Repair the front West side exit door which is screwed shut. Remove padlock hasps and other unapproved locks being use to secure the exit doors.
5. 1st Floor - Throughout - SPLC 34.09 (3), 34.32 (3) - Repair and maintain the doors in good condition including latch and damaged frames.
6. 1st Floor and Basement - Fire Alarm - MSFC 901.4.4 - Appearance of Fire Protection Equipment - Any device that has the physical appearance of life safety or fire protection equipment but that does not perform that life safety or fire protection function, shall be prohibited.-Repair or remove the non-working smoke and heat detectors. This is not part of a required fire alarm system.
7. 1st Floor and Basement - Fire Extinguishers - 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.
8. 1st Floor and Basement - Fire Extinguishers - 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.
9. 2nd Floor - CO Detectors - MN State Statute 299F.50 - Immediately provide and maintain an approved Carbon Monoxide Alarm in a location within ten (10) feet of each sleeping area. Installation shall be in accordance with manufacturers instructions.
10. 2nd Floor - Doors - Throughout - Door SPLC 34.09 (3), 34.33 (3) - Repair and maintain the door in good condition.-Repair all damaged doors and closet doors throughout the unit in an approved manner.
11. 2nd Floor - Fire Extinguisher - MSFC 906.1, MN Stat. 299F.361 - Provide approved fire extinguishers in accordance with the following types, sizes and locations.-Provide one minimum 1A10BC fire extinguisher for 2nd floor residential unit.

12. 2nd Floor - Flooring - SPLC 34.10 (7), 34.34 (6) - Repair and maintain the floors in an approved manner as necessary throughout the building where damaged.
13. 2nd Floor - Front Entry Stairway - SPLC 34.10 (3), 34.33(2) - Provide an approved handrail. The top of the handrail must be between 34 and 38 inches above the treads and run the entire length of the stair.-Install handrail at an approved height, install returns to the walls at ends of the rail. Existing rail is too low.
14. 2nd Floor - Kitchen - SPLC 34.10 (7), 34.33 (6) - Repair and maintain the cabinets in an approved manner.
15. 2nd Floor - Rear Entry - 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 the hasp locks from the exterior of the entry doors to residential unit.
16. 2nd Floor - Rear Entry - SPLC 34.09 (3), 34.32 (3) - Repair and maintain the door frame.
17. 2nd Floor - Rear Rooms - MSFC 1026.1, SPLC 34.13 (4) - Provide and maintain an approved escape window from each sleeping room or area, or discontinue use of area as a sleeping room.-Rear rooms on 2nd floor do not have approved egress due to windows exiting into an enclosed porch. Rooms must have an approved escape window installed if used for sleeping purposes.
18. 2nd Floor - Smoke Detectors - MSFC 907.2.10.1.2 - Smoke Alarms - Single or multiple-station smoke alarms shall be installed or maintained in the following locations - On ceiling/wall outside of each sleeping area in the immediate vicinity of bedrooms, in each room used for sleeping purposes, and in each story within a dwelling unit including basements.-Repair non-working hard-wired smoke detector with battery back-up. Remove or re-locate the battery operated smoke detector in kitchen near the stove area. Provide/maintain battery operated smoke detectors inside of all sleeping rooms. Re-locate smoke detectors where mounted at incorrect height, detectors on wall must be mounted between 6 and 12 inches down from ceiling or in accordance with the manufacturer's instructions.
19. 2nd Floor - Windows - SPLC 34.14 - Provide and maintain light and ventilation in all habitable rooms in accordance with the Saint Paul Legislative Code. - Re-open/re-install the boarded over window openings as necessary to provide light and ventilation per code.
20. Basement - Ceilings - MSFC 806.2 - Wall and/or ceiling finishes exceed the code requirements for flame spread ratings. Remove or provide documentation of flame spread compliance.-Remove or cover the plastic sheeting material and the exposed paper-faced insulation which are not rated for exposed installation.
21. Basement - Stairways - SPLC 34.10 (3) 34.33(2) - Provide an approved guardrail. Intermediate balustrade must not be more than 4 inches apart. Intermediate rails must be provided if the height of the platform is more than 30 inches. - Repair or replace the non-compliant guardrails on basement stairways in an approved manner.

22. Basement - Stairways - SPLC 34.10 (3), 34.33(2) - Provide an approved handrail. The top of the handrail must be between 34 and 38 inches above the treads and run the entire length of the stair.-Install approved handrails for basement stairways on both sides. Handrails must be graspable, mounted in an approved manner, and run the entire length of stairway.
23. Basement - Stairways - MSFC 315.2.4, 1005.3.2.2 - Remove the storage under the stairs or provide and maintain 1 hour fire resistive construction on the storage side of the stairs.
24. Exterior - Fire Dept Keybox - MSFC 506.2 - Call Fire Department communication center at (651) 266-7702 to make arrangements to have the keybox opened when you have the correct keys on site.-Provide updated copies of keys to main entry doors and any locked utility rooms.
25. Exterior - Front - 298 - SPLC 71.01 - The address posted is not visible from street. (HN-1)-Provide reflective numbers or background or illuminate at night.
26. Exterior - Front Entry to 2nd Floor - MSFC 1028.3 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exitway. - Repair the exit door which is screwed shut.
27. Exterior - Front and Rear - 300 - SPLC 71.01 - Provide address numbers on building per attached HN-1 handout. - Post address numbers '300' at the West front exterior door. Also post '300' in addition to the '298' posting at the rear of building.
28. Exterior - Grass/Weeds - SPLC 45.03 (6) - Cut and maintain the grass/weeds less than 8 inches tall.
29. Exterior - Rear - SPLC 45.03(b) - All exterior surfaces must remain free of any initials, marks, symbols, designs, inscriptions or other drawings, scratched, painted, inscribed or otherwise affixed.
30. Exterior - Rear - SPLC 34.33 (1) b - Replace damaged exterior roof joist at rear of building in area above the exterior stairway.
31. Exterior - Rear Stairway to 2nd Floor - SPLC 34.09 (2), 34.33(2) - Repair or replace the unsafe stairways, porch, decks or railings in an approved manner.-Repair the stairway which is unstable and damaged in many areas. Install approved handrail and guardrail assemblies along stairway and landing. Add one additional stair stringer due to over-spanned boards.
32. Exterior - Sanitation - SPLC 34.08 (1), 34.31 (1) - All exterior property areas shall be maintained free from any accumulation of refuse, garbage or feces.
33. Exterior - Throughout - SPLC 34.09 (1) b,c, 34.33 (1) b, c - Provide and maintain all exterior walls free from holes and deterioration. All wood exterior unprotected surfaces must be painted or protected from the elements and maintained in a professional manner free from chipped or peeling paint.-Scrape and paint as necessary where chipped or peeling including trim, stairways, window frames and other wood surfaces.

34. Tuck-point the deteriorated areas of brick in the rear of the building.
35. Throughout - Fire Separation - MSFC 703.1, MBC 7 - Repair and maintain the required fire resistive construction with approved materials and methods. Maintain 1 hour fire separation between the 1st floor commercial spaces and the 2nd floor residential unit.- Fire-stop as necessary using approved materials all openings in the ceiling/floor between the 1st and 2nd floor. Repair ceiling assembly in an approved manner.
36. Throughout - Sanitation - SPLC 34.10 (5), 34.33 (4), 34.16 - Provide and maintain interior in a clean and sanitary condition.-Provide general clean-up throughout the building.
37. Throughout - Walls and Ceilings - SPLC 34.10 (7), 34.34 (6) - Repair and maintain the walls in an approved manner. - Repair peeling paint, damaged plaster and other damaged areas of walls.
38. Throughout - Windows - SPLC 34.09 (3), 34.32 (3) - Repair and maintain the window glass.-Replace cracked glass, repair the boarded windows.
39. Throughout - Windows - SPLC 34.09 (3), 34.33 (3) - Provide or repair and maintain the window screen.-All openable windows require a screen, replace where missing, repair where damaged.
40. Utilities - Electrical Service - SPLC 34.14 (2), 34.34 (5) - Provide an approved electrical service adequate to meet the building's needs. - Contact Xcel Energy to restore the electrical service to the building.
41. Utilities - Gas Service - 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. - Contact Xcel Energy to restore the gas service to the building.
42. Utilities - Water Service - SPLC 34.11(5), 34.34(2), SPC 4715.0200Q - Provide adequate hot water between 120 degrees F and 130 degrees F.
43. Utilities - Water Service - SPLC 34.11(4), 34.34(1) SPC 4715.0200A - Provide an adequate water supply to all water closets, sinks, showers and tubs.-Contact Saint Paul Regional Water Service to restore service to the building.

#### **Electrical:**

**Minnesota Electrical Act - All electrical work must be done by a Minnesota-licensed electrical contractor under an electrical permit. Any open walls or walls opened as part of this project must be wired to the standards of the current NEC.**

**Electrical Inspector: Randy Klossner – (651)266-9032**

44. MSFC 605.1 - 1st Floor - Properly strap conduits throughout main level of building to current NEC.
45. MSFC 605.1 – 2nd Floor - Properly install floor receptacles in apartment to current NEC.
46. SPLC 34.14 (2) a – Basement – Bond around the water meter with a copper wire sized for the electrical service per Article 250 of the NEC.
47. SPLC 34.14 (2) a, c - Electrical Panels - Provide a complete circuit directory at service panel indicating location and use of all circuits. Article 408.4, NEC
48. MSFC 605.6 - Throughout - Close openings in junction boxes with knockout seals, and/or junction box covers. Article 110.12 (A), NEC
49. MSFC 605.1, 605.6 - Throughout - Repair or replace all broken, painted over, corroded, missing, or loose receptacles, luminaires (light fixtures), switches & outlets, covers, and plates to current NEC. Article 406.4(D) & Article 410, NEC
50. MSFC 605.1 - Throughout - Check all receptacles for proper polarity (including 2-prong) and verify ground on 3-prong receptacles. Ensure all GFCI receptacles are functioning properly. Rewire and/or replace receptacles that are improperly wired or not functioning properly to current NEC. Article 406.4(D), NEC

**Mechanical:**

**MN Rules 1300.0120 - Mechanical permits are required for this work. All work must be completed by a licensed contractor.**

**Mechanical Inspector: Christi Dick – (651)266-9045**

51. Basement - 298 - MFGC 409.1 - Install approved automatic gas valve for furnace/boiler.
52. Basement - 298 - MFGC 503 - Replace boiler flue venting to code.
53. Basement - 298 - MMC 1005.1 - Install isolation valves on boiler supply and return pipes.
54. Basement - 298 - MFGC 501.12 - Connect boiler and water heater venting into chimney liner.
55. Throughout - SPLC 34.11 (6) - Clean and Orsat test boiler burners. Check all controls for proper operation. Provide documentation from a licensed contractor that the heating units are safe.
56. Throughout - MFGC - 613.1 & MNMC 604.1 - Vent clothes dryer to code.
57. Throughout - MFGC - 304 - Provide adequate combustion air and support duct to code.

58. Throughout - MMC 103 - Plug, cap and/or remove all disconnected gas lines and unapproved valves.
59. Throughout - MRC R303.3 - Provide a window in the bathrooms with an aggregate glazing area of not less than 3 square feet, one-half of which must be operable or provide exhaust system vented to outside. A mechanical ventilation permit is required if an exhaust system is installed.
60. Throughout - MMC 1005.2 & MNPC 4715.1940 - Install back flow preventer on city water fill line to hot water heating system and pipe vent as required.
61. Throughout - MMC 103 - Repair or replace radiator valves as needed.
62. Throughout - MFGC 409.5 - Install approved lever handle manual gas shutoff valve on boilers and remove unapproved valves.

### **Plumbing:**

**All corrections to waste, vent, water and gas piping shall be as per the Minnesota Plumbing Code Chapter 4715 and Chapter 326, the Minnesota Mechanical Code, the Minnesota Fuel Gas Code and the Saint Paul Regional Water Service Code.**

### **Plumbing Inspector: Tom Schweitzer – (651)266-9055**

63. Basement - Water Heater - MFGC 402.1 - Install the gas shut off and the gas piping to code.
64. Basement - Water Heater - MFGC 503 - Install the water heater gas venting to code.
65. Basement - Water Heater - MFGC 501.12 - The water heater venting requires a chimney liner.
66. Basement - Water Heater - MPC 1730.1 - Install the water piping for the water heater to code.
67. Basement - Water Heater - MPC 2180 - The water heater must be fired and in service.
68. Basement - Water Meter - MPC 2280 - Raise the water meter to a minimum of 12 inches above the floor.
69. Basement - Water Meter - MPC 2280 - Support the water meter to code.
70. Basement - Water Meter - MPC 1700 - SPRWS Sec.88.10) The water meter must be installed and in service.
71. Basement - Water Meter - MPC 1800.3, 1800.4 - The service valves must be functional and installed to code.

72. Basement - Water Piping - MPC 1720 - Repair or replace all the corroded, broken, or leaking water piping.
73. Basement - Water Piping - MPC 1730 - Replace all the improperly sized water piping.
74. Basement - Water Piping - MPC 2100 - Install a proper backflow assembly or device for the boiler fill water line.
75. Basement - Water Piping - MPC 1700 - Provide water piping to all fixtures and appliances.
76. Basement - Water Piping - SPRWS Water Code - Provide a 1 inch water line to the first major take off.
77. Basement - Water Piping - MPC 1430.4 - Add the appropriate water pipe hangers.
78. Basement - Soil/Waste Piping - MPC 1000 - Install a front sewer clean out.
79. Basement - Soil/Waste Piping - MPC 1000 - Install a clean out at the base of all stacks.
80. Basement - Soil/Waste Piping - MPC 2400 - Plug all open piping and properly pitch all piping.
81. 1st Floor - Laundry Tub/Clothes Washer Box/Standpipe - MPC 0200(E), MPC 2500 - Install a proper fixture vent to code.
82. 1st Floor - Laundry Tub/Clothes Washer Box/Standpipe - MPC 2300 - Install the waste piping to code.
83. 1st Floor - Laundry Tub/Clothes Washer Box/Standpipe - MPC 0200(P) - Install the water piping to code.
84. 1st Floor - Laundry Tub/Clothes Washer Box/Standpipe - MPC 2000(B) - Provide the proper potable water protection for the faucet spout.
85. 1st Floor - Lavatory - MPC - Provide Lavatory fixtures per code to bath room group as required based on intended use for the vacant commercial space.
86. 1st Floor - Toilet - MPC 0200 (E), MPC 2500 - Install a proper fixture vent to code.
87. 1st Floor - Toilet - MPC 0870 - Reset the toilet on a firm base.
88. 1st Floor - Gas Piping - MMC 103 - Replace all corroded gas piping.
89. 2nd Floor - Both Bathrooms - Lavatory - MPC 2300 - Install the waste piping to code.
90. 2nd Floor - Both Bathrooms - Tub/Shower - MPC 1240 - Replace the waste and overflow.



91. 2nd Floor - Both Bathrooms - Tub/Shower - MPC 0900 - Provide access
92. Exterior - Lawn Hydrant(s) - MPC 2000 - The lawn hydrant(s) require a backflow assembly or device.
93. Throughout - MPC 2400.4 - Caulk all the fixtures to code.
94. Throughout - MPC 1210 - Remove all unused waste, vent, water, and gas piping to the main and cap or plug to code.

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 City Clerk's Office, Room 310 - City Hall (651-266-8688), 15 Kellogg Boulevard West, and must be filed within 10 days of the date of the original orders.

Ref. # 40150