



Code Compliance Report

*** This Report must be Posted on
the Job Site****

5/5/2026

Thomas M Barter
299 Sherburne Ave
St Paul, MN 55103-2040

Re: 299 Sherburne Ave
File#:

Dear Property Owner:

The following is the Code Compliance report you requested on 4/14/2026.

Please be advised that this report is accurate and correct as of the date 5/5/2026. All deficiencies identified by the City after this date must also be corrected and all codes and ordinances must be complied with. This report is valid for 365 days from 5/5/2026. This report may be used in lieu of a Truth in Housing Report required in St Paul Legislative Code 1 89. This building must be properly secured and the property maintained at all times.

In order to sell or reoccupy this property the following deficiencies must be corrected. A Legislative Code exemption (Chapter 33.03(f)) allows a Category 2 Vacant Building to be sold "as is" providing the buyer, prior to closing, completes an approval process. For further information, call Robert Humphrey at 651- 266- 9123.

Please note that permits cannot be issued online. Permits must be applied for in person, via fax or mail.

ZONING

1. This property is in a(n) H2 Residential zoning district.
2. This property was inspected as a single family dwelling.

An Equal Opportunity Employer



CITY OF SAINT PAUL

299 SHERBURNE AVE

323 Jackson Street, Suite 220
Saint Paul, Minnesota 55101-1206Telephone: 651-266-9029
Facsimile: 651-266-9121
Web: www.ci.saint-paul.mn.us

BUILDING INSPECTOR: CLINT ZANE 651-266-9029

Revised 6/5/2010

BUILDING - VACANT BUILDING CODE COMPLIANCE REPORT CHECKLIST
1 AND 2 FAMILY DWELLINGS

- ☒ 1. Insure basement cellar floor is even, is cleanable, and all holes are filled.
- ☒ 2. Install plinth block as needed under posts in basement & ensure adequate footing for load imposed.
- ☒ 3. Tuck Point interior/exterior of foundation as necessary.
- ☒ 4. Dry out basement and eliminate source of moisture.
- ☒ 5. Remove mold, mildew and moldy or water-damaged materials.
- ☒ 6. Permanently secure top and bottom of support posts in an approved manner.
- ☒ 7. Weather seal basement bulk head using approved materials.
- ☒ 8. Cover water meter pit with concrete or decay-resistant, screwed-down cover. Cleanouts to be flush with floor slab.
- ☒ 9. Remove or encapsulate asbestos in an approved manner.
- ☐ 10. Provide adequate access, ventilation and clearance in crawl space area.
- ☐ 11. Relocate 2nd floor electrical to 2nd floor unit or to common area; or protect panel and access corridor leading from common area to panel with 1-hour fire-rated enclosure.
- ☐ 12. Maintain one-hour fire-separation between dwelling units and between units and common areas.
- ☐ 13. Install 20-minute fire-rated doors, with self-closing device, between common areas and individual units. All penetrations required to have proper intumescent device or caulk (per current building codes).
- ☒ 14. Install 20-minute smoke and draft door assembly between the attached garage and dwelling.
- ☒ 15. Install handrails (34" - 38" above each nosing) and guardrails (36" min.) at all stairways, and return hand rail ends into a newel post or wall per attachment.
- ☐ 16. Strap or support top of stair stringers for structural stability.
- ☐ 17. Review all applicable codes & policies when replacing windows including egress windows for sleeping rooms.
- ☒ 18. Repair or replace any deteriorated window sash, broken glass, sash holders, re-putty etc. as necessary.
- ☒ 19. Provide complete storms and screens, in good repair, for all door and window openings.
- ☒ 20. Provide functional hardware at all doors and windows.
- ☒ 21. Exit doors shall be capable of being opened from the inside, easily and without the use of a key. Remove all surface bolts.
- ☒ 22. Repair or replace damaged doors and frames as necessary, including storm doors.
- ☐ 23. Weather-seal exterior doors threshold and weather-stripping.
- ☒ 24. Install floor covering in the bathroom and kitchen that is impervious to water.
- ☒ 25. Repair walls, ceilings and floors throughout, as necessary.
- ☒ 26. Prepare and paint interior and exterior as necessary. Observe necessary abatement procedures (EPA, MPCA and St. Paul Legislative Code, Chapter 34 for additional information) if lead base paint is present.
- ☒ 27. Any framing members that require repair or do not meet code (where wall and ceiling covering is removed, members that are over-spanned, over-spaced, not being carried properly, door and window openings that are not adequately support, etc.) are to be reconstructed in an approved manner.
- ☐ 28. Re-level structure as much as is practical.
- ☐ 29. Charred building components shall be scraped or sandblasted completely clean and water-damaged components replaced. A determination of necessary fire damage corrective measures shall be made by this department or by a registered structural engineer as to replacement, repairs, etc. All smoke-damaged and charred members shall be cleaned, sealed and deodorized.
- ☒ 30. Provide fire block construction as necessary & seal chases in basement ceiling.
- ☒ 31. Where wall and ceiling covering is removed install full-thickness or code-specified insulation.
- ☐ 32. Air seal and insulate attic/attic access door.
- ☒ 33. Install Smoke Detectors/Carbon Monoxide Detectors per MN Co. Conservation Code and the MN Dept. of Labor and Industry.
- ☐ 34. Habitable rooms with new usage and replaced windows shall have glass area equal to 8% of floor area, one-half of which shall operate.
- ☐ 35. Provide major clean-up of premises.

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- ☒ 36. Install water-proof enclosure in shower area.
- ☒ 37. Verify proper venting of bath exhaust fan to exterior.
- ☒ 38. Provide weather-sealed, air sealed and vermin-sealed exterior.
- ☒ 39. Replace or repair landing and stairway per code.
- ☒ 40. Repair siding, soffit, fascia, trim, etc. as necessary.
- ☒ 41. Grade must drain away from foundation of dwelling. Maintain 6" clearance between wood and soil.
- ☒ 42. Provide proper drainage around house to direct water away from foundation of house.
- ☒ 43. Provide proper drainage around house to direct water away from foundation of garage.
- ☒ 44. Install downspouts and a complete gutter system.
- ☒ 45. Install rain leaders to direct drainage away from the foundation.
- ☒ 46. Replace house and garage roof covering and vent to Code.
- ☒ 47. Install flashing in an approved manner at the intersection of the roof with walls, chimneys, and other conjoined surfaces.
- ☐ 48. Repair chimney in an approved manner.
- ☐ 49. Provide general rehabilitation of garage.
- ☒ 50. Install address numbers visible from the street and on the alley side of Garage.
- ☒ 51. Provide durable, dustless parking surface as specified in the zoning code.
- ☐ 52. Provide ground cover capable of controlling sediment and erosion.
- ☒ 53. Remove trees which are against foundation of home and garage.
- ☒ 54. Openings in stair risers must be less than 4"
- ☒ 55. A building permit is required to correct the above deficiencies. All work to be done in a workmanship like manner.

Address: _____

Inspector: _____

Inspected On: _____

Inspector Notes: DRAW TILE GUTTER DROP TO FOUNDATION, REMOVE TREES NEAR HOUSE FOUNDATION, HANDRAILS EXT FRONT & REAR LANDINGS, REPLACE ROOFING, INSPECTION REQUIRED ON ALL WATER DAMAGE REPAIRS BEFORE COVERING.

NOTES: (PLACE CHECKED ITEMS AND THE CLOSING PARAGRAPH AT THE END OF ALL REPORTS)

- ☐ See attachment for permit requirements and appeals procedure.
- ☒ This property is designated by the Vacant Buildings Department as a Category #3 which requires a \$5000.00 Performance Bond or Deposit at the time the permit is issued.
- ☐ Provide plans and specifications for any portion of the building that is to be rebuilt.
- ☐ This property is in a designated Heritage Preservation District and all exterior work is subject to HPC guidelines and review before permits are issued. See attached explanation of design review process.
- ☐ Most of the roof covering could not be properly inspected from grade. Recommend this be done by qualified individual before final inspection.
- ☐ Roof, sidewalks, etc. snow covered and could not be inspected. All must meet appropriate code when completed.
- ☐ There was considerable storage/clutter within property at the time of the inspection. Property is to meet appropriate Codes when complete.
- ☐ Interior of garage not available for inspection. Repair interior & exterior per applicable codes.
- ☐ Any items noted as recommended do not have to be completed for code compliance but should be completed at a later date. Possible purchasers of property shall be made aware of these items.
- ☐ The building is approved for _____ dwelling units but contains _____ dwelling units. Obtain approval for additional units or remove the excess dwelling units. If the additional units are approved, maintain the required fire-separation between dwelling units and between units and common area.

This is a registered vacant building. In order to reoccupy the building, all deficiencies listed on the code compliance report must be corrected in accordance with the Minimum Housing Standards of the St. Paul Legislative Code (Chapter 34) and all required permits must receive final approval.

Electrical Code Compliance

Dan Moynihan 651-266-9036

Address: 299 Sherburne Ave

2nd Floor - Properly strap and support NM Cables to NEC 334 of the current NEC.

Throughout - Repair or replace all broken, painted over, corroded, missing or loose receptacles, luminaires (light fixture), switches, covers and plates to Article 406.4(D) & Article 410 of the current NEC.

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 Article 406.4(D) of the current NEC.

Throughout - Remove and/or rewire all moisture damaged electrical wiring and devices to the current NEC.

No power at time of inspection. Test all electrical outlets and ensure all luminaires (light fixtures) are working properly when power is restored.

All electrical work must be done by a Minnesota- licensed electrical contractor under an electrical permit.

Plumbing Code Compliance Inspection Report

Inspector: Mike Brown 651 266 9055 **Project#:** CC1 **Date:** 4-27-2026

Address: 299 Sherburne Ave w

Basement

Water Heater:

- ☒ 1. SPLC 34.11(5) MPC 504.4, 504.5, & 504.6 Pressure, and temperature relief is required.
- ☒ 3. SPLC 34.11(5) MFGC 409, MFGC Chapter 4 Install the gas shut off and the gas piping to code.
- ☒ 4. SPLC 34.11(5) MFGC 501.12 & 503 Install the water heater gas venting to code.
- ☒ 5. SPLC 34.11(5) MFGC 501.12 The water heater venting requires a chimney liner.

Water Meter:

- ☒ 1. SPLC 34.11(4) MPC 609.12 & SPRW Sec.94.04 (a) Install water meter a min. 12 and max. 48 inches above the floor.
- ☒ 2. SPLC 34.11(4) MPC 609.12 Support the water meter to code.
- ☒ 3. SPLC 34.11(4) MPC 609.12 & SPRWS Sec.88.14 The water meter must be installed and in service.
- ☒ 5. SPLC 34.11(4) MPC 606.2 The service valves must be functional and installed to code.

Water Piping:

- ☒ 1. SPLC 34.11(1) MPC 301.2 Repair or replace all the corroded, broken, or leaking water piping.
- ☒ 2. SPLC 34.11(1) MPC 610.0 Replace all the improperly sized water piping.
- ☒ 3. SPLC 34.11(1) MPC 604.0 Replace all the improper fittings and fittings that have improper usage.
- ☒ 5. SPLC 34.11(1) MPC 603.5.10 Install a proper backflow assembly or device for the boiler fill water line.
- ☒ 6. SPLC 34.11(1) MPC .0100 P & Q Provide water piping to all fixtures and appliances.
- ☒ 7. SPLC 34.11(1) SPRWS 93.07 Provide a 1-inch water line to the first major take off.

Soil/Waste Piping:

- ☒ 1. SPLC 34.11(1) MPC 719.1 Install a front sewer clean out.
- ☒ 3. SPLC 34.11(1) MPC .0100 L & M & 707.1 Plug all open piping and properly pitch all piping.
- ☒ 4. SPLC 34.11(1) MPC 313.0 Install proper pipe supports.
- ☒ 5. SPLC 34.11(1) MPC 704.0 & 706.0 Replace all improper connections, transitions, fittings or pipe usage.
- ☒ 6. SPLC 34.11(1) MPC .0100 M Replace all corroded cast iron or steel waste or vent piping
- ☒ 7. SPLC 34.11(1) MPC .0100 M & 418.2 Replace the floor drain cover or clean out plug.

Basement

1st 2nd 3rd Attic

Laundry Tub/Clothes Washer Box/Standpipe:

- | | | Laundry | | | |
|---|----|---------|--|--|--|
| ☒ 1. SPLC 34.11(1) MPC .0100 E & 901.2 Install a proper fixture vent to code. | 1. | | | | |
| ☒ 2. SPLC 34.11(1) MPC 701.0 Install the waste piping to code. | 2. | | | | |

Sink: Kitchen

- | | | Sink | | | |
|--|----|------|--|--|--|
| ☐ 1. SPLC 34.11(1) MPC 0.100 E & 901.2 Install a proper fixture vent to code. | 1. | | | | |
| ☐ 2. SPLC 34.11(1) MPC 701.0 Install the waste piping to code. | 2. | x | | | |
| ☐ 3. SPLC 34.11(1) MPC .0100 P & Q & 601.2 Install the water piping to code. | 3. | x | | | |
| ☐ 4. SPLC 34.11(1) MPC 301.2 Repair/replace the fixture that is missing/broken. | 4. | x | | | |

Lavatory:

- | | | Lavatory | | | |
|--|----|----------|--|--|--|
| ☐ 1. SPLC 34.11(1) MPC 0.100 E & 901.2 Install a proper fixture vent to code. | 1. | x | | | |
| ☐ 2. SPLC 34.11(1) MPC 701.0 Install the waste piping to code. | 2. | x | | | |
| ☐ 3. SPLC 34.11(1) MPC 0.100 P & Q & 601.2 Install the water piping to code. | 3. | x | | | |
| ☐ 4. SPLC 34.11(1) MPC 301.2 Repair/replace the fixture that is missing/broken. | 4. | x | | | |

Toilet:

- | | | Toilet | | | |
|--|----|--------|--|--|--|
| ☐ 1. SPLC 34.11(1) MPC .0100 E & 901.2 Install a proper fixture vent to code. | 1. | x | | | |

- ☐ 2. SPLC 34.11(1) MPC 701.0 Install the waste piping to code. 2. ☒
☐ 3. SPLC 34.11(1) MPC 0.100 P & Q & 601.2 Install the water piping to code. 3. ☒
☐ 4. SPLC 34.11(1) MPC 301.2 Repair/replace the fixture that is missing/broken. 4. ☒
☐ 6. SPLC 34.11(1) MPC 402.6 Install the proper flanged fixture connection on firm base. 6. ☒

Tub/Shower:

Tub/Shower

- | ☐ 1. SPLC 34.11(1) MPC .0100 E & 901.2 Install a proper fixture vent to code. | 1. | ☒ | | | |
|---|-----|-------------------------------------|--|--|--|
| ☐ 2. SPLC 34.11(1) MPC 701.0 Install the waste piping to code. | 2. | ☒ | | | |
| ☐ 3. SPLC 34.11(1) MPC .0100 P & Q & 601.2 Install the water piping to code. | 3. | ☒ | | | |
| ☐ 4. SPLC 34.11(1) MPC 301.2 Repair/replace the fixture that is broken/missing. | 4. | ☒ | | | |
| ☐ 6. SPLC 34.11(1) MPC 408.3 Install scald/thermal shock protection, ASSE Standard 1016. | 6. | ☒ | | | |
| ☐ 7. SPLC 34.11(1) MPC 409.4 Install a temperature limiting device, ASSE Standard 1070. | 7. | ☒ | | | |
| ☐ 8. SPLC 34.11(1) MPC 417.3 Install backflow protection for the handheld shower. | 8. | ☒ | | | |
| ☐ 9. SPLC 34.11(1) MPC 409.2 Replace the waste and overflow. | 9. | ☒ | | | |
| ☐ 10. SPLC 34.11(1) MPC 402.10 Provide access. | 10. | ☒ | | | |
| ☐ 11. SPLC 34.11(1) MPC 409.2 Provide an approved waste stopper. | 11. | ☒ | | | |
| ☐ 12. SPLC 34.11(1) MPC Table 603.3.1 Provide a code compliant faucet with air gap. | 12. | ☒ | | | |

Gas Piping:

Gas Piping

- | | | | | | |
|---|-----|-------------------------------------|--|--|--|
| ☒ 1. SPLC 34.11(6) MMC 1346.0103 Replace all corroded gas piping. | 1. | | | | |
| ☐ 2. SPLC 34.11(6) MMC 1346.0103 Replace all improperly installed gas piping and fittings. | 2. | ☒ | | | |
| ☐ 4. SPLC 34.11(6) MFGC 409 Install approved shut off; connector/gas piping/range. | 4. | ☒ | | | |
| ☐ 5. SPLC 34.11(6) MFGC 409 Install an approved shut off; connector/gas piping/dryer. | 5. | ☒ | | | |
| ☐ 7. SPLC 34.11(6) MFGC 614.1-614.8 Vent the clothes dryer to code. | 7. | ☒ | | | |
| ☐ 10. SPLC 34.11(6) MMC 103 Remove all disconnected gas lines and unapproved valves. | 10. | ☒ | | | |

Basement

1st 2nd 3rd Attic

Exterior

Lawn Hydrant(s):

- ☒ 1. SPLC 34.11(1) MPC 301.2 Repair or replace the lawn hydrants that are broken or have parts missing.
☒ 2. SPLC 34.11(1) MPC 603.5.7 the lawn hydrant(s) require a backflow preventer.

Piping Vents:

- ☒ 5. SPLC 34.11(1) MPC 901.0 & 904.0 Provide the proper size vents through the roof.

General:

- ☒ 1. SPLC 34.11(1) MPC 402.2 Provide a watertight joint between the fixture and the wall or floor.
☒ 2. SPLC 34.11(1) MN Rules Chapter 1300.0120 Provide permits, tests and inspections for plumbing performed without permits.
☒ 3. SPLC 34.11(1) MPC .0101 Subp. 6 Remove all unused waste, vent, water, and gas piping to the main and cap or plug to code.

Comments:

All the above corrections to the waste, vent, water, and gas piping shall be per the Minnesota Plumbing Code Chapter 4714, Minnesota Rules Chapter 326, 4716, 1300, the Minnesota Mechanical Code, the Minnesota Fuel Gas Code, and Saint Paul Regional Water Services Water Code. All plumbing must be performed by a plumbing contractor licensed in the State of Minnesota and the City of St. Paul by a plumber licensed in the State of Minnesota who also possess a City of Saint Paul Plumbing Competency Card and after obtaining an approved City of Saint Paul Plumbing Permit.

Mechanical Inspector: Josh Lacktorin 651-266-9031

299 Sherburne Ave

1. Install approved lever handle manual gas shutoff valve on furnace/boiler and remove unapproved valve.
2. Install approved automatic gas valve for furnace/boiler.
3. Install approved lever handle manual building shutoff gas valve in an accessible location ahead of the first branch tee.
4. Clean and Orsat test furnace/boiler burner. Check all controls for proper operation. Check furnace heat exchanger for leaks; provide documentation from a licensed contractor that the heating unit is safe.
5. Install approved metal chimney liner.
6. Replace furnace/boiler flue venting to code.
7. Connect furnace/boiler and water heater venting into chimney liner.
8. Provide adequate clearance from flue vent pipe on furnace/boiler to combustible materials or provide approved shielding according to code.
9. Vent clothes dryer to code.
10. Provide adequate combustion air and support duct to code.
11. Provide support for gas lines to code.
12. Plug, cap and/or remove all disconnected gas lines and unapproved valves.
13. Provide a window in the bathrooms with an aggregate glazing area of not less than 3 square feet, one-half of which must be openable or provide exhaust system vented to outside. A mechanical ventilation permit is required if an exhaust system is installed.
14. Provide heat in every habitable room and bathrooms.
15. Attach metal tag to expansion tank valve stating that this valve must be OPEN at all times except when draining the expansion tank.
16. Support supply and return piping for heating system according to code.
17. Conduct witnessed pressure test on hot water heating system and check for leaks.
18. Install boiler pressure relief valve and pipe discharge to within eighteen inches of the floor.
19. Install back flow preventer on city water fill line to hot water heating system and pipe vent as required.
20. Repair or replace fin tube radiation and covers as needed.
21. Repair or replace radiator valves as needed.
22. Install isolation valves on boiler supply and return pipes.
23. _____mechanical permits are required for the above work.

Mechanical Inspector: Josh Lacktorin 651-266-9031

299 Sherburne Ave

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2. Install approved automatic gas valve for furnace/boiler.
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20. Repair or replace fin tube radiation and covers as needed.
21. Repair or replace radiator valves as needed.
22. Install isolation valves on boiler supply and return pipes.
23. _____mechanical permits are required for the above work.

This is a registered vacant building. In order to sell or reoccupy this building, all deficiencies listed on this code compliance report must be corrected in accordance with the Minimum Housing Standards of the St. Paul Legislative Code (Chapter 34) and all required permits must receive final approval within six (6) months of the date of this report. One (1) six- month time extension may be requested by the owner and will be considered if it can be shown that the code compliance work is proceeding and is more than fifty (50) percent complete in accordance with Legislative Code Section 33.03(f).

You may file an appeal to this notice by contacting the City Clerk's Office at 651- 266-8688. Any appeal must be made in writing within 10 days of this notice. (You must submit a copy of this notice when you appeal, and pay a filing fee.)

If you have any questions regarding this inspection report, please contact Clint Zane between 7:30–9:00 AM at 651-266-9029, or leave a voice mail message.

Sincerely,

Clint Zane

Department of Safety and Inspections
City of Saint Paul
375 Jackson Street, Suite 300
Saint Paul, MN 55101