



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806

Telephone: 651-266-8989

Fax: 651-266-8951

November 6, 2015

Thomas C. & Nancy Skildum

312 Lion Lane
Shoreview Mn 55126-2158

Fire Safety Inspection Appointment

Dear Property Owner:

We have scheduled an inspection of your property. The details of the inspection are listed below.

Address:	1552 Huron St	Units:	1
Date:	November 16, 2015	Time:	1:30pm
Inspector:	Michael Urmann	Phone:	651-266-8990
		Email:	mike.urmann@ci.stpaul.mn.us

Action Required By You:

You or someone representing you must report to the front of the building to accompany the inspector throughout the building, including each rental unit, where applicable. Please have keys available to all units and common areas. The owner of a building is responsible for notifying the tenants that an inspection will be done at least 24 hours before the inspection.

If you no longer own or manage this building, contact Michael Urmann at 651-266-8990 immediately.

Additional Action Required For Housing

You must complete a **Smoke and Carbon Monoxide Detector Affidavit** prior to the inspection.

Contact a licensed heating or plumbing contractor to conduct a **Heating System Safety Test** that includes a carbon monoxide reading. Submit a completed copy of the report to be approved by this office.

The success of your initial inspection determines what happens next in the inspection cycle. Routine self-inspections before our visit can help you get the best grade possible.

About the Inspection

Forms, fee schedules, a pre-inspection checklist and other inspection handouts and information are available on our website at: <http://www.stpaul.gov/cofo>. Thank you for your co-operation.

Saint Paul Legislative Code authorizes this inspection and the collection of inspection fees. It is a criminal misdemeanor violation to not appear for this appointment without rescheduling with the inspector. In addition, a **No Entry Fee of \$70.00** may be assessed to your Renewal Fee if you need to re-schedule the appointment but fail to notify the inspector in writing by 8:00 a.m. on the date of the inspection.