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January 15, 2013

Ms. Marcia Moermond  
Legislative Hearing Officer  
Office of the City Council  
15 West Kellogg Boulevard, #310 City Hall  
St. Paul, MN 55102

RE: 603 Edmund Avenue  
Reference No: 105044  
Work Plan

Dear Ms. Moermond:

Pursuant to the Legislative Hearing that took place in this matter on December 18, 2012, the following is a Work Plan to address the Deficiency List for this property:

Deficiency List:

1. Basement – Dryer Vent – UMC 504.6 – Provide, repair or replace the dryer exhaust duct. Exhaust ducts for domestic clothes dryers shall be constructed of metal and shall have a smooth interior finish. The exhaust duct shall be a minimum nominal size of four inches (102 mm) in diameter. This work requires a permit(s). Call DSI at (651) 266-8989. Remove the unapproved flexible plastic dryer exhaust duct and replace with a code compliant exhaust duct. This work must be done by licensed contractor under permit.

Plan: This has been completed.

2. Basement – Electrical Panel – NEC 110-26 – Provide and maintain a minimum of 36 inches clearance in front of all electrical panels.

Plan: This has been completed.

3. Basement – Furnace and Water Heater – UMC 1346.703 – Provide 30 inches clearance around all mechanical equipment.

Plan: This has been completed.

4. Basement – Incinerator – MN Rules 1300.0180 – Immediately discontinue use of unsafe heating appliance until repaired or replaced by a licensed contractor. This work requires a permit(s). Call DSI at (651) 266-9090. Remove and discontinue the use of the incinerator

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located in the basement. Contact licensed mechanical contractor to cap the gas line and seal the chimney.

Plan: This has been completed by Ryan Plumbing & Heating.

5. Basement – South Stairway – SPLC 34.10 (3) 34.33(2) – Provide an approved guardrail. Intermediate balustrades must not be more than 4 inches apart. Intermediate rails must be provided if the height of the platform is more than 30 inches.

Plan: See financing plan supra.

6. Basement – South 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.

Plan: This has been completed.

7. Basement – Utility Sink – SPLC 34.11 (4), 34.34 (1), MPC 4715.0900 MPC 4715.0220S – Provide and maintain an approved waste trap. The utility tub is draining into a floor drain. This is not an approved connection. Contact a licensed plumbing contractor to provide a code compliant waste trap/drain connection. This work must be done under permit.

Plan: This has been completed.

8. Basement – Water Heater – SPC 4715.1800.9, 2210 – Provide pressure relief valve for hot water heater piped to within 18 inches of the floor. Remove the unapproved hose and install a code compliant pressure relief valve piping.

Plan: This has been completed.

9. Basement – MSFC 605.5 – Discontinue use of extension cords used in lieu of permanent wiring. Remove and discontinue using the extension cords throughout the basement.

Plan: This has been completed.

10. Basement – MN Stat 299F.18 – Immediately remove and discontinue excessive accumulation of combustible materials. Reduce the storage of combustible material in the basement by 50 percent.

Plan: This is presently being worked on. This will be done by February 1, 2013.

11. Exterior – Garbage Service – SPLC 34.11 (8), 34.34 (4) Provide approved garbage containers impervious to weather. Contact an approved garbage hauler to provide regular garbage pick-up service to the property. Provide the inspector documentation that garbage service has been obtained.

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Plan: This has been completed.

12. Exterior – Parking Space – SPLC 34.08 (7) -- All parking spaces shall be paved with asphalt, concrete, or durable dustless surfacing. Before any existing spaces may be paved, site plan approval must be obtained as specified in the St. Paul Zoning Code. Contact DSI Zoning at 651-266-9090. There are vehicles parked on the grass/dirt adjacent to the garage. Grass/dirt is not an approved parking surface. Provide an approved parking surface.

Plan: This will be completed next summer.

13. Exterior – Rear Yard – SPLC 163.03, 163.01 (2), (3) – Currently license (tabs) all vehicles on the property and return the vehicles to an operative mechanical condition or remove vehicles from the property. Mazda with license plate VJL 394 has expired tabs (2-2011).

Plan: This has been completed. Current license tabs have been secured.

14. Exterior – Window Screens – SPLC 34.09 (3), 34.32 (3) – Provide or repair and maintain the window screen.

Plan: This has been completed.

15. Exterior – Wooden Stairway – SPLC 34.09 (2), 34.32 (2) – Repair or replace the unsafe stairways, porch, decks or railings in an approved manner. This work may require a permit(s). Call DSI at (651) 266-9090. Repair/replace the rotted/deteriorated exterior wooden stairway leading to the upper floor. This work must be done under permit.

Plan: See financing plan supra.

16. Exterior – Yard – SPLC 34.08 (1), 34.31 (1) – All exterior property areas shall be maintained free from any accumulation of refuse, garbage or feces. Remove the garbage, recyclables, and debris from the exterior of the property.

Plan: This is presently being worked on and will continue as weather permits. This will be completed by February 1, 2013.

17. Garage – Electric Service – MSFC 605.5 -- Remove electrical cords that extend through walls, ceiling, floors, under doors, or floor coverings, or are subjected to environmental or physical damage. The garage is powered by an extension cord running from the house. This is not an approved electrical service for the garage. Remove and discontinue the use of the extension cord. Contact a licensed electrical contractor to provide a code compliant electrical service to the detached garage. This work must be done under permit.

Plan: The cords have been removed.

18. House – Roof – SPLC 34.09 (1) e, 34.32 (1) d – Provide and maintained the roof weather right and free from defects. Replace the deteriorated roof.

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Plan: Seeking assistance for this. New orders are being issued by DSI, Code Enforcement.

19. House and Garage – Exterior Surfaces – SPLC 34.08 (5), 34.31 (3) – Repair, replace and maintain all exterior surfaces on fences, sheds, garages and other accessory structures free from holes and deterioration. Provide and maintain exterior unprotected surfaces painted or protected from the elements. Scrape all flaking/chipped paint from the house and garage. Replace all rotted/deteriorated surfaces on the garage. Maintain all exterior surfaces in a good state of repairs and protected against elements of the weather.

Plan: Seeking assistance for this through A Brush with Kindness, a division of Habitat for Humanity. New orders are being issued by DSI, Code Enforcement.

20. Interior Stairway – MSFC 605.1 – Remove unapproved exposed wiring and install in accordance with the electrical code. This work requires a permit(s). Call DSI at (651) 266-9090. The light fixture in the interior stairway adjacent to the upper floor entry door is not installed correctly. Contact a licensed electrical contractor to install a code compliant light fixture. This work must be done under permit.

Plan: See financing plan supra.

21. Interior Stairway – SPLC 34.10 (7), 34.33 (6) – Repair and maintain the walls in an approved manner.

Plan: See financing plan supra.

22. Lower Unit – Kitchen – SPLC 34.12 (2), 34.35 (1) – Repair and maintain all required and supplied equipment in an operative and safe condition. Repair/replace the damaged countertop.

Plan: This has been completed.

23. Lower Unit – Kitchen – MSFC 605.1 – All light fixtures shall be maintained with protective globes if originally equipped.

Plan: See financing plan supra.

24. Lower Unit – Kitchen – SPLC 34.10 (7), 34.33 (6) – Repair and maintain the walls and ceiling in an approved manner. Repair/replace the damaged walls and ceiling.

Plan: See financing plan supra.

25. Lower Unit – South Bedroom – SPLC 34.09 (3), 34.32 (3) – Repair and maintain the window lock.

Plan: This has been completed.

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26. Lower Unit – South Bedroom – SPLC 34.12 (2), 34.35 (1) – Repair and maintain all required and supplied equipment in an operative and safe condition. Replace the missing thermostat cover.

Plan: This has been completed.

27. Lower Unit and Upper Unit – Throughout – SPLC 34.10 (5), 34.33 (4), 34.16 – Provide and maintain interior in a clean and sanitary condition.

Plan: This will be done by February 1, 2013.

28. Upper Unit – Bathroom – SPLC 34.11, SBC 2902.1, SPLC 34.17, MPC 415.0220 – Repair or replace and maintain the plumbing fixture to an operational condition. Replace the missing handle for the bath tub faucet. Secure the loose bath tub faucet.

Plan: This has been completed.

29. Upper Unit – Bathroom – SPLC 34.11 (4), 34.34 (1), MPC 4715.0900, MPC 4715.0220S – Provide and maintain an approved waste trap. There is an S-trap on the bathroom sink drain. This is not an approved waste trap. Contact a licensed plumbing contractor to install a code compliant waste trap. This work must be done under permit.

Plan: This has been completed.

30. Upper Unit – Bathroom – SPC 4715.1800 (g) – Provide stop to water closet water supply. Install water shut-off valves for the bath tub.

Plan: See financing plan supra.

31. Upper Unit – Kitchen – NEC 440.13 – For cord-connected equipment such as room air conditioners, household refrigerators and freezers, drinking water coolers, and beverage dispensers, a separable connector or an attachment plug and receptacle shall be permitted to serve as the disconnecting means. The appliance must plug directly into a permanent outlet. Remove and discontinue the use of the extension cord used to supply power to the refrigerator and gas range. Refrigerators and ranges must be plugged directly into a permanently grounded outlet. Any newly installed electrical wiring/outlets must be done by licensed electrical contractor under permit.

Plan: This is presently being worked on to get these switched over.

32. Upper Unit – Kitchen – SPLC 34.11, SBC 2902.1, SPLC 34.17, MPC 415.0220 – Repair or replace and maintain the plumbing fixture to an operational condition. Repair/replace the leaking plumbing under the kitchen sink.

Plan: See financing plan supra.

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33. Upper Unit – Kitchen – SPLC 34.11 (4), 34.34 (1), SPC 4715.0200A – Provide an adequate water supply to all water closets, sinks, showers and tubs. The water to the sink has been shut-off due to the leaking plumbing. Restore the water supply to the kitchen sink.

Plan: See financing plan supra.

34. Upper Unit – Porch – SPLC 34.09 (3), 34.32 (3) – Repair and maintain the door in good condition. Repair/replace the damaged door/door frame. Replace the missing door handle.

Plan: See financing plan supra.

35. Upper Unit – South Bedroom – SPLC 34.09 (3), 34.32 (3) – Repair and maintain the window glass.

Plan: See financing plan supra.

36. Upper Unit – South Bedroom – SPLC 34.10 (7), 34.33 (6) – Repair and maintain the walls in an approved manner.

Plan: See financing plan supra.

37. Upper Unit – South Bedroom – MSFC 1003.3.1.8 – Remove unapproved locks from the unit doors. The door must be openable from the inside without the use of keys or special knowledge or effort. Remove the unapproved slide-bolt lock from the bedroom door.

Plan: Locks are no longer being used and will be removed or modified as required. See financing plan supra.

38. Upper Unit – South and West Bedroom -- SPLC 34.10 (7), 34.33 (6) – Repair and maintain the ceiling in an approved manner.

Plan: See financing plan supra.

39. Upper Unit – West Bedroom – MSFC 605.6 – Provide electrical cover plates to all outlets, switches and junction boxes where missing.

Plan: This will be completed by February 1, 2013.

40. SPLC 34.11 (6), 34.34 (3) - Provide service of heating facility by a licensed contractor which must include a carbon monoxide test. Submit a completed copy of the Saint Paul Fire Marshal's Existing Fuel Burning Equipment Safety Test Report to this office.

Plan: This has been completed by Ryan Plumbing & Heating.

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41. S.P.I.C. 39.02 (c) – Complete and sign the provided smoke detector affidavit and return it to this office.

Plan: This will be done by February 1, 2013.

Financing Plan:

Our office has been in contact with Mr. Joel Essling, whom we understand will be taking over this file and the inspections of the property as, with the completion of the probate of the Estate of Emily Marcy, the fee owner will be an occupant of this property. In our conversations with Mr. Essling, we understand that financial resources have already been identified to assist with the completion of a number of these projects, however, said financing is dependent upon the property being in the occupant's name. Thus, it will be necessary to complete the probate of this estate in order to qualify for the particular financial aid package that has been identified. A search for alternate sources of financing will continue in the meantime as well. Due to the nature of some of the repairs identified above and the limited resources of the homeowner/occupants, it will be necessary to arrange financing in order to complete these items. For example, an application form has already been received from A Brush with Kindness Foundation, a division of Habitat for Humanity, which may be able to provide assistance even before the probate proceedings are completed to assist our clients. Mr. Essling has offered his assistance in accomplishing our goals and we have tentatively arranged to schedule a meeting in February at a mutually agreeable time.

A critical part of obtaining the necessary loans and assistance will be in the completion of the probate of the Estate of Emily Marcy, which was started many years ago. The long missing remaining heir has now been located and has signed the documents required to put title in the name of Wesley Pettiford, son of the decedent. (Wesley and his other family members are and plan to continue to occupy this home as their primary residence, and have since the passing of his mother.) This will likely take several months, however, as the Ramsey County Probate Court has suffered unprecedented staff retirements recently, according to our recent experience in other matters. Once the process is complete, however, title will be in Wesley, as originally agreed to by all of the other known heirs.

If you have any questions, please feel free to contact me. Thank you for your understanding and assistance in this matter.

Sincerely,



Richard D. Hawke  
RDH/rlm

cc: Mr. Wesley Pettiford  
Mr. Walter Pettiford

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**FAX TRANSMISSION DATA SHEET**

DATE: January 15, 2013

TO: Marcia Moermond, Legislative Hearing Officer

COMPANY: City of St. Paul, Office of the City Council

FAX NUMBER: 651 - 266-8574

FROM: **RICHARD D. HAWKE**

RE: 603 Edmund Ave., Reference No. 105044

**INSTRUCTIONS:**

Following is the revised Work Plan for this property. My apologies once again for sending in the incomplete plan earlier. It most definitely was the case of dropped balls as the result of botched communication as I was leaving to visit my 89 yr old mother and my associate was leaving on her way to clinch the national championships with her horse. (Coming back to the flu did not help.)

If you have any additional requirements for the hearing tonight or if I should attend the hearing to answer questions, please let me know. Otherwise, we are set to work with Mr. Essling to complete this matter upon his return.

Thank you,  
 Dick Hawke

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