



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

25 West Fourth Street  
Saint Paul, MN 55102

Telephone: 651-266-6700  
Facsimile: 651-266-6549

June 19, 2014

Robert Slater  
6 Hingham Circle  
Mendota Heights, MN 55118

Re: 2441 University Avenue West

Dear Mr. Slater:

On June 16, 2014, we received a Heritage Preservation Commission (HPC) design review application for work at 2441 University Avenue West, but there was no project description included. A picture of the loading dock and a birds-eye plan were attached to the application, but these documents do not supply enough information for staff to conduct a review; the application is currently incomplete. The Fire Inspection Correction Notice from February 10, 2014 reads as follows:

*Exterior - Loading Dock - SPLC 34.09 (2), 34.32(2) - Repair or replace the unsafe stairways, porch, decks or railings in an approved manner. This work requires a permit(s). Call DSI at (651) 266-9090.-The wood loading dock located at the rear of the building is not code compliant. Wooden supports are not on approved footings, supports are broken/leaning, and the decking is unsafe. The loading dock will need to be repaired/replaced under permit. Contact a licensed structural engineer to inspect the loading dock and submit plans for approval.*

Do you propose to repair or replace the dock and associated features?

If you propose repair, how will this be accomplished? Submit a scope-of-work and additional supporting photographs and plans.

If you propose replacement, we will need photos documenting the condition of the dock and drawings that show plan, side and section views of how the dock, stairs and railings will be constructed. The plans must be scaled and dimensioned and materials and details need to be specified.

Our files indicate that you spoke with Amy Spong, Heritage Preservation Specialist, at our PED office on March 13, 2013 regarding the loading dock. Her notes indicate that you discussed

replacing the dock to match the existing dock with better structural support. A complete application is required to fully understand the scope of the project at this designated historic building. If you have any questions, email me at: [christine.boulware@ci.stpaul.mn.us](mailto:christine.boulware@ci.stpaul.mn.us) or call me at 651-266-6715.

Encl:

Sincerely,

A handwritten signature in cursive script that reads "Christine Boulware".

Christine Boulware  
Historic Preservation Specialist

Cc: Mergens Properties LLC, owner  
Frank Delmont, Derau Construction (via email)  
Wayne Spiering, DSI Fire Inspector (via email)  
Marcia Moermond, Legislative Hearing Officer (via email)  
John Skradski, DSI (via email)  
File