



# APPLICATION FOR APPEAL

## Saint Paul City Council – Legislative Hearings

RECEIVED

NOV 18 2013

CITY CLERK

310 City Hall, 15 W. Kellogg Blvd.  
Saint Paul, Minnesota 55102  
Telephone: (651) 266-8585

### We need the following to process your appeal:

- \$25 filing fee payable to the City of Saint Paul  
(if cash: receipt number Check# 033021)
  - Copy of the City-issued orders/letter being appealed
  - Attachments you may wish to include
  - This appeal form completed
  - Walk-In OR  Mail-In
- for abatement orders only:  Email OR  Fax

**HEARING DATE & TIME**  
(provided by Legislative Hearing Office)  
Tuesday, November 19, 2013

Time 1:30

Location of Hearing:  
Room 330 City Hall/Courthouse

E-mailed 11/12/13

### Address Being Appealed:

Number & Street: 100 Empire Drive City: St. Paul State: MN Zip: 55103

Appellant/Applicant: Robyn Skyes, MCIT Ex. Dir. Email rsykes@mcit.org

Phone Numbers: Business 651-209-6408 Residence N/A Cell \_\_\_\_\_

Signature: Robyn Skyes Date: 11/6/13

Name of Owner (if other than Appellant): MCIT - Minnesota Counties Intergovernmental Trust

Mailing Address if Not Appellant's: \_\_\_\_\_

Phone Numbers: Business \_\_\_\_\_ Residence \_\_\_\_\_ Cell \_\_\_\_\_

### What Is Being Appealed and Why? *Attachments Are Acceptable*

- Vacate Order/Condemnation/Revocation of Fire C of O
  - Summary/Vehicle Abatement
  - Fire C of O Deficiency List
  - Code Enforcement Correction Notice
  - Vacant Building Registration
  - Other
- See attached cover letter



# Minnesota Counties Intergovernmental Trust

100 Empire Drive, Suite 100  
St. Paul, MN 55103-1885  
www.mcit.org

Phone: 651-209-6400  
Toll Free: 866-547-6516  
Fax: 651-209-6496

November 6, 2013

RECEIVED  
NOV 12 2013  
CITY CLERK

Saint Paul City Council – Legislative Hearings  
310 City Hall, 15 W. Kellogg Blvd.  
Saint Paul, MN 55102

**RE: Fire Inspection Correction Notice – MCIT  
Reference # 100024**

We are in receipt the Department of Safety and Inspections' "Fire Inspection Correction Notice" dated November 1, 2013. The Minnesota Counties Intergovernmental Trust (MCIT) building opened in 2001 and has been subject to several prior inspections. The deficiency list contains numerous items that have not been an issue in prior inspections. Please consider this letter and enclosed Application for Appeal formal notice of our intent to appeal several of the deficiencies related to exit signage.

As a public entity whose mission includes providing our membership with risk management and loss control assistance, MCIT is also committed to protecting facility visitors and employees. We are researching the basis for the deficiencies at this time in an effort to determine what, if anything, has changed in the numerous citations referenced throughout the letter that should now require MCIT to make required and costly modifications.

Having received the notice on November 5<sup>th</sup> we are just now beginning our investigation.

Please contact me with any questions.

Robyn Sykes  
MCIT Executive Director  
651-209-6408

Enclosures: Application for Appeal  
\$25 Filing Fee  
Fire Inspection Correction Notice



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

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

Telephone: 651-266-8989  
Facsimile: 651-266-8951  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

November 1, 2013

MCIT

NOV 05 2013

RECEIVED

GARY LANG  
MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST  
100 EMPIRE DRIVE SUITE 100  
ST PAUL MN 55103-1885

FIRE INSPECTION CORRECTION NOTICE

RE: 100 EMPIRE DRIVE  
Ref. #100024

Dear Property Representative:

Your building was inspected on October 23, 2013 for the renewal of your Fire Certificate of Occupancy. Approval for occupancy will be granted upon compliance with the following deficiency list. The items on the list must be corrected prior to the re-inspection date. A re-inspection will be made on **December 3, 2013 at 1:30 PM.**

Failure to comply may result in a criminal citation or the revocation of the Fire Certificate of Occupancy. The Saint Paul Legislative Code requires that no building shall be occupied without a Fire Certificate of Occupancy. The code also provides for the assessment of additional re-inspection fees.

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

DEFICIENCY LIST

1. GENERAL - OPEN BUILDING PERMIT - MSFC 105.1.1 Permits required. Permits required by this code shall be obtained from the fire code official. Permit fees, if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official.-Contact the building inspector Todd Sutter at (651) 266-9024 to have permit # 2013-160294-REM-00-B finalized.

2. GENERAL - OPEN WARM AIR PERMIT - MSFC 105.1.1 Permits required. Permits required by this code shall be obtained from the fire code official. Permit fees, if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official.-Contact the warm air inspector James Lichtblau at (651) 266-9061 to have permit # 2013-164551-VEN-00-W finalized.
3. INTERIOR - THROUGHOUT-VARIOUS LOCATIONS - MSFC 1003.2.2.5 - Post the occupant load on an approved sign in a conspicuous location near the main exit of the room.-Occupant load signs will be provided during reinspection.
4. ROOM 300 - ABOVE SECOND EXIT DOOR AS DISCUSSED - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-No exit sign posted. Provide a hard-wired exit sign. Work must be done by a qualified electrical contractor under permit.
5. ROOM 300 - SECOND EXIT - MSFC 1028.3 - Remove the materials that cause an exit obstruction. Maintain a clear and unobstructed exitway.-Relocate/remove tables and chairs so that they do not obstruct access to the exit.
6. ROOM 313 - ABOVE SECOND EXIT DOOR AS DISCUSSED - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-No exit sign posted. Provide a hard-wired exit sign. Work must be done by a qualified electrical contractor under permit.
7. STORAGE ROOM NEAR ROOM 300 - ABOVE EXIT DOOR LEADING TO CORRIDOR/STAIRWAY AS DISCUSSED - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-No exit sign posted. Provide a hard-wired exit sign. Work must be done by a qualified electrical contractor under permit.
8. STORAGE ROOM NEAR ROOM 300 - ALONG THE EXIT PATHWAY AS DISCUSSED - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-No exit sign posted. Provide a hard-wired exit sign. Assure arrow points towards exit on both sides. Work must be done by a qualified electrical contractor under permit.
9. THIRD FLOOR CONFERENCE ROOM CONNECTING 313 - ABOVE EXIT DOOR LEADING TO CORRIDOR/STAIRWAY AS DISCUSSED - MSFC 1010.1, 1003.2.10 - Provide and maintain approved directional exit signs.-No exit sign posted. Provide a hard-wired exit sign. Work must be done by a qualified electrical contractor under permit.

Saint Paul Legislative Code authorizes this inspection and collection of inspection fees. For forms, fee schedule, inspection handouts, or information on some of the violations contained in this report, please visit our web page at: <http://www.stpaul.gov/cofo>

You have the right to appeal these orders to the Legislative Hearing Officer. Applications for appeals may be obtained at the Office of the City Clerk, 310 City Hall, City/County Courthouse, 15 W Kellogg Blvd, Saint Paul MN 55102 Phone: (651-266-8585) and must be filed within 10 days of the date of this order.

If you have any questions, email me at: [Sebastian.Migdal@ci.stpaul.mn.us](mailto:Sebastian.Migdal@ci.stpaul.mn.us) or call me at 651-266-8985 between 8:00 a.m. - 9:30 a.m. Please help to make Saint Paul a safer place in which to live and work.

Sincerely,

Sebastian Migdal  
Fire Inspector

Reference Number 100024