



CITY OF SAINT PAUL

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

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

May 3, 2021

ICO CAROLYN WILSON attn: VIRGIE WILSON  
845 SELBY AVE  
ST PAUL MN 55104 USA

## **CORRECTION NOTICE - RE-INSPECTION COMPLAINT**

RE: 843-845 SELBY AVE

Dear Property Representative:

A re-inspection was made on your building on May 3, 2021, in response to a complaint. You are hereby notified that the following deficiencies must be corrected prior to re-inspection date. A reinspection will be made on June 9, 2021 at 10:00am.

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

### DEFICIENCY LIST

- 1. Upper Unit - SPLC 34.23, MSFC 110.1 - This occupancy is condemned as unsafe or dangerous. This occupancy must not be used until re-inspected and approved by this office. -Upper unit is condemned for the following but not limited to; illegal change of use from residential to assembly, unsanitary conditions, and lack of working smoke alarms.**
- 2. Upper Unit - MSBC 1300.022 Subp. 3 - The occupancy group or use division of this building has been changed from that previously approved. Discontinue the unapproved occupancy use as an Assembly occupancy.**
3. Exterior - Front Porch - SPLC 34.09 (3), 34.33(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) 266-8989. -Repair the broken portions of the porch.
4. Exterior - SPLC 34.09 (1)(2), 34.33 (1) - Provide and maintain all exterior walls free from holes and deterioration. All wood exterior unprotected surfaces must be painted or protected from the elements and maintained in a professional manner free from chipped or peeling paint. -Repair holes in the siding.

5. Lower Unit - SPLC 34.08 (1), 34.34 (4), 34.16 - Provide and maintain interior in a clean and sanitary condition. -Clean and sanitize the floor in the basement.

6. Lower Unit - MMC 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 and installed in accordance with the mechanical code. This work may require a permit(s). Call DSI at (651) 266-8989.

7. Lower Unit - MPC 707.4. - Repair the clogged drain line. -Ensure drains have been properly cleared.

8. Upper Unit - SPLC 34.11 (4), 34.35 (1), MPC 719 - Provide and maintain an approved waste trap. -Trap for the bathroom sink is unapproved accordion style.

9. Upper Unit - SPLC 34.09 (4), 34.33 (3) - Repair and maintain the windows in good condition. -Replace all broken windows.

10. Upper Unit - SPLC 34.09 (4), 34.33 (3) -Provide or repair and maintain the window screens. -Replace all window screens that have bullet holes.

11. Sec. 40.01. - Fire certificate of occupancy requirement.

(a)All existing buildings in the city are required to have and maintain a fire certificate of occupancy, issued by the department of safety and inspections. The fire certificate of occupancy shall be an indication that the building meets, at the time of inspection, all relevant codes to maintain the health, safety and welfare of the building's occupants and the general public.

Sec. 40.04. - Certification process. (3)One- and two-family dwellings which have a change in status from owner occupied to non-owner occupied or rental.(b)Information and application.

Owners of all buildings subject to the fire certificate occupancy requirement shall apply for a fire certificate of occupancy. The application shall include, at a minimum, the following information:(1)A description of the building;(2)The name, address and twenty-four (24) hour telephone numbers of the owner(s);(3)The name, address and telephone numbers of the property manager(s) or responsible party;(4)An owner of a building used for residential occupancy who is applying for their first fire certificate of occupancy must complete the DSI landlord 101 course or have completed a similar program approved by the department of safety and inspections within the last two (2) years. The owner must submit with the application a certificate of attendance or a letter showing proof of attendance at the program or verification of enrollment at the next scheduled class. This requirement shall not apply to an owner who has a fire certificate of occupancy on another building used for residential occupancy; and(5)Additional property and property management-related information as will promote effective enforcement of this chapter.

**-Dwelling does not currently have an owner of record on file with Ramsey County. Apply for change of ownership and have it properly recorded.**

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 the original orders.**

If you have any questions, email me at [adrian.neis@ci.stpaul.mn.us](mailto:adrian.neis@ci.stpaul.mn.us) or call me at 651-266-8992 between 7:30 a.m. - 9:00 a.m.

Please help to make Saint Paul a safer city in which to live and work.

Sincerely,

Adrian Neis  
Fire Safety Inspector