



February 22, 2024

Lakeisha Lee  
273 Cottage Ave W  
St Paul MN 55117-4301

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

RE: 273 COTTAGE AVE W  
Ref. # 113525

Dear Property Representative:

A re-inspection was made on your building on February 22, 2024, 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 March 21, 2024, at 9:30AM.**

Failure to comply may result in a criminal citation or the revocation of the Certificate of Occupancy. 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. Interior - Throughout - SPLC 34.23, MSFC 111.1 - This occupancy is condemned as unsafe or dangerous. This occupancy must not be used until re-inspected and approved by this office. **-Obtain the Provisional Fire Certificate of Occupancy. All full access to the building. (Illegal occupancy)**
2. Interior - Throughout - SPLC 34.19 - Provide access to the inspector to all areas of the building. **-Allow access to the interior of the residence.**
3. Interior - Where indicated - SPLC Sec. 40.01. - **Fire certificate of occupancy requirement(b) Provisional fire certificate of occupancy. When an owner-occupied dwelling changes to a rental dwelling unit, the owner of the dwelling must submit a completed application for a provisional certificate of occupancy, a completed owner's self-evaluation affidavit and pay the fee for a provisional certificate of occupancy within thirty (30) days of the change in use. -Obtain the Provisional Fire certificate of occupancy.**

4. SPLC 40.04 (5) - The owner of a building used for residential occupancy who is applying for their FIRST Fire Certificate of Occupancy, must complete the Department of Safety and Inspection Landlord 101 course, or other landlord training program approved by the Department of Safety and Inspections. The training must have occurred within the last two years and the owner must submit a certificate of attendance or provide verification of enrollment in the next scheduled class to the Fire Inspection Division-DSI. This requirement shall not apply to an owner who has a Fire Certificate of Occupancy on another building used for residential occupancy. For more information on Landlord 101, or to receive registration materials. **-Complete the class.**

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 [Torrance.Harriel@ci.stpaul.mn.us](mailto:Torrance.Harriel@ci.stpaul.mn.us) or call me at 651-266-8941 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,

Torrance Harriel  
Fire Safety Inspector  
Ref. # 113525