3522 ALDRICH AVENUE NORTH

BCC 1001924

THE PACKAGE CONTAINS **28 PAGES** INCLUDING THIS COVER PAGE, CHECKLIST, SEQUENCE TO CLOSING, VBR FLYER, LEAD PAINT FLYER, MINNEAPOLIS DISCLOSURE FORM, CO DETECTOR FLYER, ACKNOWLEDGMENT OF RESPONSIBILITY, ELECTRICAL CERTIFICATION FORM, AND THE BUILDING, PLUMBING, HEATING & HOUSING WORK ORDERS

IF YOU INTEND TO REHAB THIS PROPERTY YOU MUST COMPLY WITH THE FOLLOWING:

You must deposit $2,000.00 **CASHIER CHECK, (no personal checks, business/company checks, or credit cards)** with this Department. Cashier check must be made payable to **Minneapolis Finance Department**. This money will be held until a Certificate of Code Compliance is issued. If a Certificate is not issued within the specified time frame, the $2,000.00 *will be forfeited* to the City of Minneapolis.

An appointment is necessary to pay the deposit. Please call 612-673-5805 or email ccs.certificate@minneapolismn.gov to make an appointment before coming down to our office. You are required to see Plan Review in order to pull the building permit. If you are required to submit an Engineers Report/Plans, this must be done prior to the issuance of a building permit.

Permits for building, plumbing, heating, and electrical are required to be pulled by licensed contractors who are performing the work. **The building permit must cover the entire cost of the rehabilitation**. The building permit fee will be based on a value of $30,000.00 (Per unit). If you believe the cost of the rehab is less in value, you **must** provide documentation to support this. Rehabs exceeding $30,000.00 in value will be charged accordingly. **You must be a licensed building contractor OR hire a licensed building contractor to perform the building work and pull the required permit**. Permits will not be issued until the deposit is paid and VBR issue resolved.

Upon completion of these orders, call **612-673-5805, or email ccs.certificate@minneapolismn.gov** to set up a final inspection. Please be advised that final inspections will not be scheduled until **ALL** required permits have been issued. Typically we are booked at least TWO WEEKS IN ADVANCE. Please be advised that if the work is not complete at the final inspection, re-inspection fees will apply.

When offering this property for sale, A COMPLETE copy of these orders must be posted at the site. A signed Acknowledgement of Responsibility must be submitted to this Department. Call 612-673-5805 with questions.

You must schedule an appointment to pay the deposit or if you have questions, call 612-673-5805

PROPOSED USE OF PROPERTY: SFD/ ZONING: R1A DISTRICT. For further information the applicant should contact the City of Minneapolis Zoning Office by calling 311 if calling from within Minneapolis or by calling 612-673-3000 if calling from outside of the Metro.

BRING THIS CODE COMPLIANCE INSPECTION REPORT WITH YOU WHEN YOU OR YOUR CONTRACTOR COMES TO OUR OFFICE TO APPLY FOR A BUILDING PERMIT.

OCCUPANCY OF THIS BUILDING IS NOT ALLOWED UNTIL ALL WORK ORDERS ARE COMPLETE AND A CERTIFICATE OF CODE COMPLIANCE IS ISSUED

POST THESE ORDERS AT THE JOB SITE

CODE COMPLIANCE CHECKLIST

3522 ALDRICH AVE NO BCC 1001924

Required	Done	Tasks	Comments
YES		RECEIVE A COPY OF THE CODE COMPLIANCE WORK ORDERS AND READ COMPLETELY	
YES		PAY VACANT BUILDING REGISTRATION FEE OR MAKE APPOINTMENT TO SIGN A RESTORATION AGREEMENT WITH BRIAN YOUNG @ 612-221-5925.	CALL 612-673-2233 OR FAX YOUR HUD STATEMENT SHOWING THE FEE WAS COLLECTED AT CLOSING TO 612-673-2314 *PRIOR* TO MAKING THE DEPOSIT APPOINTMENT.
YES		SIGN STATEMENT OF UNDERSTANDING, REVIEW THE CODE COMPLIANCE PROCESS AND PAY THE $2000 DEPOSIT IN PERSON **(BY APPOINTMENT ONLY)**	**BY APPOINTMENT ONLY.** If you do not have an appointment there may not be anyone available to assist you. We also need to speak with you prior to meeting to be sure that you bring everything necessary for us to complete the deposit process so that permits can be issued and work can begin. Thank you in advance for your cooperation. Please call 612-673-5805 or email us at ccs.certificate@minneapolismn.gov to schedule the appointment.
YES		ZONING REQUIREMENT	R1A/SINGLE FAMILY DISTRICT
YES		A LICENSED CONTRACTOR MUST SEE ZONING AND PLAN REVIEW TO OBTAIN THE BUILDING PERMIT. If the property is owned by an individual, not a corporation, LLC, partnership, etc., that individual may apply for the building permit themselves; however, by pulling the permit that individual is verifying that they are familiar with the building code and the Minneapolis Maintenance Code. If an individual renovates more than one property within a two year period, they must either become a licensed building contractor or hire one in order to pull the building permit and perform the work.	
YES		ADDITIONAL INSPECTIONS	ROUGH IN INSPECTION REQUIRED BY BUILDING INSPECTOR CALL DAVID@ 612-673-2118.
YES		HEATING PLANT	SAFETY CHECK ON HTG PLANT. A LICENSED MPLS HTG CONTRACTOR IS REQUIRED.
YES		ELECTRICAL CERTIFICATION	FORM ENCLOSED *Note: a state electrical permit will be needed even if there is no work required to bring the property to code. The permit pays for the inspection and the electrical inspector cannot give approval to a condemned property without actually inspecting the property.
YES		CALL OR EMAIL TO SCHEDULE FINAL INSPECTION WHEN ALL WORK IS COMPLETE (612-673-5805) CCS.CERTIFICATE@MINNEAPOLISMN.GOV	If the work is not completed when the inspectors arrive to do the inspection, a re-inspection fee will be charged by each inspector for the trade in which the work was not ready to be inspected. **FINAL INSPECTION APPOINTMENTS ARE ALWAYS SCHEDULED A MINIMUM OF ONE WEEK IN ADVANCE. Cancellations must be made 48 hours in advance or a fee will be charged.**
		Receive refund after certificate is issued. Refund is automatically processed if certificate is issued within timeline. Will receive in mail in about 3 weeks.	

CODE COMPLIANCE 612-673-5805 FAX 612-673-5814 CCS.CERTIFICATE@MINNEAPOLISMN.GOV

CHECKLIST REVISED: 6/5/14

Minneapolis
City of Lakes

Community Planning & Economic Development

CODE COMPLIANCE SEQUENCE TO CLOSING

Please call for an appointment PRIOR to coming down to the office

- Owner/seller or Agent completes application for code compliance inspection and pays fee. (must be received before the inspection will be scheduled)
  - **COST**: Please refer to the Directors Fee Schedule (call **612-673-5805** if you have questions)
  - **Appointments** are scheduled a minimum of 2 weeks in advance
  - THE HOUSE/GARAGE MUST BE COMPLETELY EMPTY AND FREE OF ALL GARBAGE, DEBRIS, FURNITURE ETC., A COMPLETE INSPECTION WILL NOT BE MADE AND A REINSPECTION FEE WILL BE CHARGED FOR EACH INSPECTOR BEFORE A NEW APPOINTMENT WILL BE SET.
- City inspectors complete the inspection.
- Minneapolis Inspections Code Compliance section will mail out orders to owner/seller in approximately 10 days.

IF:
Owner completes the work:

Vacant Building Registration fee requirement must be resolved. Call 612-673-2233, Fax 612-673-2314.

Prior to starting any work, the owner must pay the $2000 deposit, in the form of a **Cashiers Check,** payable to Minneapolis Finance Dept. Call 612-673-5805 to schedule an appointment.

A building permit must be pulled to cover the entire cost of the rehabilitation. The value of the building permit is based on a minimum of $30,000 per unit.

Licensed contractors must perform all building, electrical, plumbing, mechanical, and gas work, with proper permits pulled.

Occupancy is not allowed until all work is complete and a Certificate of Code Compliance has been issued.

If all work is completed and a certificate issued within the required 6 (six) months timeline, the deposit is refunded. Additionally, projects exceeding the timeline are subject to forfeiture.

When all work is completed, inspected and approved by City Inspectors, a Certificate of Code Compliance is issued. You must schedule a final inspection through the code compliance office.

The Certificate of Code Compliance is valid for only the person it is issued to and is good for 1 (one) year and 1 (one) sale.

A Truth in Sale of Housing inspection is not required if you have a Valid Certificate of Code Compliance.

Closing can occur.

IF:
Property is being offered for sale:

A **complete** copy of All work orders and related forms must be available at the property.

Seller is responsible for providing a complete copy of the work orders and related forms to interested parties.

Owner enters into an agreement with the buyer for buyer to complete the work:

Seller and buyer must fill out *code compliance acknowledgement of Responsibility.* Buyer must sign.

Acknowledgement of Responsibility is submitted to Inspections within 10 days of closing. (fax to 612-673-5814 Attn: Code Compliance). Form is available online at **www.ci.minneapolis.mn.us/ccs/code-comp-forms.asp**

Closing can occur.

Buyer completes repairs: **See** "Owner completes the work".

When all work is completed, inspected and approved by City Inspectors, a certificate of code compliance is issued.

The Certificate of Code Compliance is valid for only the person it is issued to and is good for 1 (one) year and 1 (one) sale.

A Truth in Sale of Housing inspection is **not** required if you have a valid Certificate of Code Compliance

- **For more information call 612-673-5805, visit www.ci.minneapolis.mn.us/ccs/codecomp.asp & see "Frequently Asked Questions," or Email us at ccs.certificate@minneapolismn.gov** revised 10/13

THIS FORM MUST BE ATTACHED TO THE ORDERS/ CERTIFICATE WHEN OFFERING PROPERTY FOR SALE.

MINNEAPOLIS CODE COMPLIANCE DISCLOSURE FORM

Address of Evaluated Dwelling: _____

Owners/Agents Name: _____

Owners/Agents Address: _____

I declare to the best of my knowledge the following information regarding any flood damage, sewer backup or water seepage:

_____

_____

_____

Age and Condition of Roof:

Age: _____ Currently Leaking: Yes/No

Condition: Poor Fair Good Excellent Patch: Yes/No

_____ _____

Signature of Owner/Owners Agent (Not Valid Without Signature: Date

****This must be attached to the Code Compliance orders if property is offered for sale.****

Number of Dwelling Units: _____ City Referenced As: _____

Present Zoning District: Present Occupancy: Confirming ☐ Nonconforming ☐

Reason for nonconforming status: _____

Note: If the occupancy is indicated as Nonconforming, the owner shall provide the buyer, prior to closing, settlement, or transfer of ownership, a written and signed verifications to the zoning status by the City Zoning Administrator.

1. If this property is being offered for sale, this *Minneapolis Code Compliance Disclosure* must be attached to *the Code Compliance work orders* or *Certificate of Code Compliance* must be made available to the buyer prior to signing a purchase agreement, or at closing if a purchase agreement does not exist.
2. The Code Compliance work orders or Certificate of Code Compliance is valid for one (1) year from date of issuance and only for the owner that is named on the report.
3. Any questions regarding this report should be directed to the inspector(s) listed on the orders.
4. Any question regarding the process for Code Compliance completion or use of this report for sale of the property call (612) 673-5805.

NOTE: THE CITY OF MINNEAPOLIS AND THE DEPARTMENT OF INSPECTIONS ASSUME NO RESPONSIBILITY OR LIABILITY FOR THE CONDITION OF THE ROOF AT THE BUILDING FOR WHICH THE CERTIFICATE OF CODE COMPLIANCE IS ISSUED. THIS FOR OR A COPY THERE SHALL BE ATTACHED TO AND REMAIN WITH THE CODE COMPLIANCE CERTIFICATE WHEN ISSUED.

City Ordinance Section 87.260 states as follows: "Issuance of Certificate. Whenever such inspection, made pursuant to a request for such certificate of code compliance, shows the building to be in compliance with the requirements of the code with respect to housing, zoning, general construction, plumbing, electrical and other mechanical installations, based on the present occupancy of the building, the director of inspections shall issue a certificate of code compliance, setting forth the result of the inspection containing the date thereof or date concluded and a statement to the effect that such building complied with the provisions of the code as of the date of the inspection. The certificate shall clearly indicate that IT IS NOT A GUARANTEE. Such certificate of code compliance shall not be in lieu of or replace the requirement of a certificate of occupancy."

OCCUPANCY OF THIS BUILDING IS NOT ALLOWED UNTIL ALL WORK ORDERS ARE COMPLETE AND A CERTIFICATE OF CODE COMPLIANCE HAS BEEN ISSUED.

Minneapolis
City of Lakes

Code Compliance Department
Minneapolis Inspections Division
250 South 4th Street, Room 300
Minneapolis, MN 55415-1373
612-673-5805
Fax (612) 673-5814 or (612) 673-2437
ccs.certificate@ci.minneapolis.mn.us

ACKNOWLEDGEMENT OF RESPONSIBILITY FOR CODE COMPLIANCE

PROPERTY ADDRESS	ZIP
CLOSING DATE	

SELLER CONDITIONS OF RESPONSIBILITY

I am aware, in accordance with Section 248.225 of the Minneapolis Truth-in-Sale-of-Housing Ordinance that any owner of a condemned property may sell the property as is as long as the owner has met the disclosure requirements in sections 248.20, 248.30 and 248.40.

1. Any owner who makes available for sale any single or two-family dwelling or townhouse that is condemned requiring code compliance shall have either: **a) a valid Certificate of Code Compliance** *(issued in the owner's name or the owner's representative's name)* as set forth in section 89.15 of this code or **b) a copy of the Code Compliance Work Orders** *(issued in the owner's name or the owner's representative's name)* as a result of a Code Compliance Inspection.
2. The Minneapolis Seller's Disclosure Statement must be filled out and signed by the owner and attached to the Certificate of Code Compliance or the Code Compliance Work Orders. They are not valid without the signed statement.
3. The disclosure statement, along with the Certificate of Code Compliance or the Code Compliance Orders, shall be available at the time the dwelling is first shown. At all times, each dwelling or dwelling unit that is for sale shall have the Code Compliance Work Orders or the Certificate of Code Compliance conspicuously displayed at the premises.
4. **The Seller's Statement, the Code Compliance Certificate** ***(Issued in the owner's name)*** **or the Code Compliance Orders** ***(Issued in the owner's name)*** **for the dwelling along with any required information page(s) included with the Code Compliance Work Orders shall be provided to the buyer before or at the time of the sale of the dwelling. This is usually approximately 22 pages of information including the Cover Page with the address of the property at the top of the page.**
5. This Acknowledgement of Responsibility form **must be filed with the City of Minneapolis** within 10 days of closing.

I have read this Acknowledgement of Responsibility Agreement and will fully comply with the conditions set forth above.

SELLER'S SIGNATURE	DATE
PRINT NAME	DAYTIME PHONE
ADDRESS	EMAIL ADDRESS

BUYER CONDITIONS OF RESPONSIBILITY

1. **Buyer should be sure that they have the financial ability to perform all required corrections. The City does not assume any responsibility or liability if the buyer's funds are not sufficient to cover costs. BUYER IS AWARE THAT THEY CANNOT SELL THE PROPERTY WITHOUT COMPLETING ALL OF THE WORK ON THE CODE COMPLIANCE ORDERS. THERE ARE NO EXCEPTIONS!!!**
2. Buyer agrees that buyer is responsible for arranging for the completion of all Code Compliance Orders.
3. Buyer understands a **$2000 deposit paid by CASHIER'S CHECK is required prior to the issuance of any permits or the start of any work on the property. An appointment must be made to pay the deposit in person by calling the number at the top of this form.**
4. Buyer understands that **all work must be completed within (6) six months from the date that the deposit is paid** in accordance with Chapter 89.15 of the Minneapolis Code of Ordinances. A ninety (90) day extension is allowed if the work is (50) fifty percent complete and all necessary permits have been issued. **Failure to meet the timelines will result in forfeiture of the $2000 deposit without further notice.**
5. **Buyer understands that permits are required to complete work orders and that licensed contractors will be required to complete all building, plumbing, heating, electrical and gas work.**
6. **Buyer understands that occupancy is not allowed until all work is complete and a Certificate of Code Compliance has been issued.**
7. In the event of Buyer's failure to comply with the conditions of this agreement the City may exercise its rights under Ordinance Sections 248.90 (a) and (e) to enforce provisions of the ordinance by mandamus, injunction, or criminal misdemeanor charges.

I have read this Acknowledgement of Responsibility Agreement and will fully comply with the conditions set forth above.

BUYER'S SIGNATURE	DATE
PRINT NAME	DAYTIME PHONE
ADDRESS	EMAIL ADDRESS

SELLER'S AGENT PHONE ( ) EMAIL	BUYER'S AGENT PHONE ( ) EMAIL
SELLER'S CLOSER PHONE ( ) TITLE COMPANY EMAIL	BUYER'S CLOSER PHONE ( ) TITLE COMPANY EMAIL

City of Minneapolis Code Compliance Minneapolis Inspections Division

ELECTRICAL CERTIFICATION

Address of Dwelling	Date

Electrical System Inspection

Contractor Name:_____ State Permit #_____

Address:_____ Phone # _____

Master License # Issued By The Minnesota State Board of Electricity

Master Electrician Name:	Firm Name

A licensed electrician, employed by this firm, has inspected the electrical system of the dwelling listed above. The inspection revealed that the entire electrical system meets the current N.E.C. Standards and/or the Electrical Certification Requirements (See below). As a representative of the firm, I am authorized to sign this certification on behalf of the Master Electrician. By signing, my firm is duly bound under the terms and conditions of the certification.

This certification as to the conditions of the electrical system is based upon a visual inspection on the date and address listed above. If the installation is subsequently found to be in nonconformance, such faulty conditions shall be determined to have occurred on or after the date of this certification.

I further certify that I have no interest, present or prospective, in the property, buyer, seller, broker, mortgagee or other party involved in the transaction.

I understand that if I am certifying the properties electrical system and no work was performed that required a State Electrical Permit. The State Electrical Inspector may require a permit for an inspection to verify the electrical system is safe at this condemned property.

WARNING: Whoever, for the purpose of influencing in any way the action of this office, makes, passes, utters or publishes any false statement shall be turned over to the City Attorney for prosecution. Also, the State Electrical Board shall be notified for appropriate action.

Firm Representatives

Signature:_____ Date:_____

Title:_____

Electrical Certification Requirements

All wiring that conforms with N.E.C. requirements and Minneapolis Housing Maintenance code Chapters 244.420 and 244.915, in effect now or at the time of the installation, may remain if it is: maintained in good condition; used in a safe manner; and does not constitute a hazard. All hazardous wiring and all disconnected, exposed wiring must be removed.

The electrical system must be safe, properly installed and maintained. The service must not be tampered with, improperly altered, over-fused or over-loaded. The service box must be properly located and accessible. The entire service must be properly grounded.

The current amperage and voltage rating of the service is _____.

Attach a record of what work was done to meet these standards. Proper permits must be obtained by licensed contractors.

Services

1. An existing electrical service may remain if:
   a) It is in good, safe condition. Only one wire is permitted under each lug.
   b) It is not overloaded. A basic rule (which does not always apply) is a 60 amp service is sufficient where no more than one major 220 volt appliance is connected. See N.E.C. Article 220 for service calculations.
2. All services must be properly grounded, including bonding around water meters.

NOTE: The City Water Department DOES NOT install or remove bonding wires around the water meter.

3. All branch circuits must have proper sized over-current protection. Edison-base type fuses must be type "S" with adapters.

Minneapolis
City of Lakes

RETURN FORM TO: **Regulatory Services**
Truth-in-Sale of Housing/Code Compliance
250 S. 4th Street – Room 300
Minneapolis, MN 55415
Fax to (612) 673-5814 For TISH call (612) 673-5840 For Code Compliance call (612)673-5805 TTY (612)673-3000

HEATING, VENTILATION AND COOLING PERFORMANCE SAFETY CHECK FOR TISH or CODE COMPLIANCE

PROPERTY ADDRESS _____ **Date of Inspection** _____

****Contractor must have the proper Minneapolis Mechanical or Gas License in order to perform the Performance Safety Check****

Equipment Description: (use a separate form for each unit)

Type_____ Location _____ Serial # _____

Make _____ Model _____ Type of Fuel _____

Equipment Venting Type: Atmospheric _____ Induced Fan _____ Other _____

Total BTU input of all vented gas appliances per chimney: _____

Type of Chimney: Masonry _____ Class B _____ Other _____

Type of Liner: None _____ Metal _____ Flex-liner _____ B-vent_____

Combustion Air Supply, with air trap: Yes _____ Properly sized_____

Safety & Operating Control Tests:	**Pass**
Pilot/Flame Safeguard Operating Properly	_____
Limit(s) Operating Properly	_____
Operator(s) Operating Properly	_____
Low Water Cut-Off Operating Properly	_____
All Controls Operating Properly	_____
Fuel Piping System-Okay	_____
Burner Lights Smoothly	_____
Connector, Vent, Chimney – Okay	_____
Heating Unit – Okay	_____
Combustion Chamber/Smoke Bomb Test	_____
Vents Properly Without Spillage	_____
Flame Stays Inside/Doesn't Roll Out	_____
Carbon Monoxide % _____	_____

Flue Gas Analysis:	**Initial**	**Final**
Stack Temperature	_____ F/Net	_____ F/Net
Oxygen	_____%	_____%
Carbon Dioxide	_____%	_____%
Steady State efficiency	_____%	_____%

Visual Inspection (plenums, supplies, returns, etc):

Pass _____

Does the heating system operate safely and properly ?

Yes _____ No_____

If the heating system does not operate safely and properly, the system needs to be repaired or replaced, with the proper permits.

Comments (List all repairs made to the system. All necessary permits need to be obtained):

Name of Licensed Contractor: _____ **Phone**_____

Address: _____

Name of Master: _____ **Master License #:** _____

Person Performing Test: _____ **Signature**_____

A licensed journeyman/master heating installer employed by this firm has inspected the heating system(s) of the dwelling listed above. The inspection revealed that the entire heating system(s) is consistent with MN. Mechanical Code Sec. 103, 104, & 107 and MN. Fuel Gas Code, Chapter 9 for adequate heat supply, chimney vent liner, manual gas shut-off, draft hood, venting, cleaning and servicing. As a representative of the firm, I am authorized to sign this certification on behalf of the Master Heating Installer.

Revised 9/2012

City of Minneapolis
Regulatory Services

Lead Resources and Training

Resources

For current lead-abatement grant programs, please visit:
www.ci.minneapolis.mn.us/lead-hazard-control/grants.asp

Training

Lead-safe work practices course

This lead-safe training course is designed for licensed building owners and contractors who do maintenance and remodeling projects on houses built before 1978. The presentation is to provide you with the necessary knowledge and procedures for controlling lead in your work area and to pass a "lead clearance test." This is the beginning of establishing a building standard in order to leave homes in a healthy condition. The course covers why lead is a danger to children, health effects of lead poisoning, setting up your work space, safe work practices, cleanup and planning a job.

Below is a list of organizations currently recognized by the City of Minneapolis as Lead Safe Work Practices providers. Visit www.ci.minneapolis.mn.us/lead-hazard-control for the most updated list.

Sustainable Resources Center
Megan Curran
1081 Tenth Ave SE
Minneapolis, MN 55414
(612) 872-3282
(612) 545-1535
m.curran@src-mn.org
www.src-mn.org

Midwest Environmental Consulting, LLC
Greg Myers
145 2nd Ave SE
Cambridge, MN 55008
(763) 691.0111 (p)
(763) 691-0145 (f)
gammec@earthlink.net

Lake States Environmental Ltd.
222 ½ Main Street, Suite #1
PO Box 645
Rice Lake Wisconsin, 54868
800-254-9811
info@lakestates.com

Vacant Building Requirements
Annual Vacant Building Registration Fee and Winterization

Due to the tremendous amount of staff time and city resources required to monitor and manage vacant and abandoned buildings, the City of Minneapolis utilizes a Vacant Building Registration program. Qualifying properties are charged an annual fee. This fee is based upon several factors including operational costs, the high volume of police and fire services associated with vacant properties, inspections services, unpaid water and sanitation bills, and expenses for garbage removal, grass cutting, and securing of structures. The VBR fee is part of the Director's Fee Schedule, which utilizes a cost index to adjust the fee annually. The fee will be $6,948 effective April 1, 2012.

The VBR fee is an annual fee (due at the time the property is registered as vacant and then again on the anniversary date of being found vacant – until all issues are resolved). The fee applies to vacant buildings that have one or more of the following conditions:

- Condemned
- Unoccupied and unsecured for five days or more
- Unoccupied and secured by means other than those normally used in the design of the building for 30 days or more;
- Unoccupied with multiple housing maintenance, fire or building code violations existing for 30 days or more;
- Unoccupied more than 365 days with an order having been issued to correct a nuisance condition pursuant to section 227.90.

Buildings that are left vacant but are well maintained and secured do not qualify for this registration fee. Details of this program can be found in Chapter 249 of the Minneapolis Code of Ordinances.

To encourage the rehabilitation of buildings in the VBR program, the City may allow some properties to hold the fee in abeyance if the property is being actively rehabbed. Properties with recently applied VBR fees or those with new or pending VBR anniversary dates are eligible to sign a Restoration Agreement. This agreement can only be made with the owner of a VBR property and may require an escrow, bond or letter of credit. The restoration agreement also includes penalties for noncompliance during and after the accepted time frame.

In addition, the City now requires that all condemned properties be winterized according to industry standards. The owner may elect to winterize the property on their own or the City will hire a contractor and winterize on their behalf. Notify the VBR program immediately if and when your property has been winterized.

To check if your property is registered as vacant or to notify staff that the property is winterized, call **(612) 673-2233**. For additional information, go to the Property Information section of the City of Minneapolis website. www.minneapolismn.gov Please note that some VBR information is not listed on the Property Information website.

Minneapolis
City of Lakes

Regulatory Services Department

Inspections Division

250 South 4th Street – Room 300
Minneapolis, MN 55415-1316

Office 612 673-5800
Fax 612 673-2267
TTY 612 673-3300

January 28, 2009

To: Building Owners

Subject: Carbon Monoxide Detectors

In the 2006 legislative session a carbon monoxide (CO) law (Minnesota Statute 299F.50) was passed. This law requires that as of August 1, 2008 all existing single family homes shall be equipped with an approved carbon monoxide alarm meeting U/L specifications.

Acknowledging the need for a collaborated effort between State and Local Officials the City of Minneapolis enacted Ordinance 244.2100 endorsing State Statute 299F.50 and 299F.51. To ensure that the homeowners of Minneapolis understand their civic responsibilities with regards to CO detectors all owners who are currently undertaking a construction project are being notified by the Minneapolis Department of Regulatory Services via this handout. The following instructions may be helpful in the installation of your CO detector.

General Location: Within ten (10) feet of each room lawfully used for sleeping purposes.

Power: CO detectors must be either hardwired into the electrical wiring, directly plugged into an electrical outlet without a switch, or battery powered.

For additional information you may visit the State Fire Marshall website at www.fire.state.mn.us or the Department of Labor and Industry at www.doli.state.mn.us.

Thank you,

Patrick Higgins
Building Official, City of Minneapolis

Rental License Re-Instatement
After Revocation

Requirements:

- Acceptable Management plan must be submitted to Luther Krueger of the Minneapolis Police Department. Luther.Krueger@minneapolismn.gov
- No unpaid administrative citation fees or assessments
- Taxes must be current
- A full rental license inspection must be conducted and all noted violations corrected or recent certificate of code compliance
- A New Owner must pay $1000.00 reinstatement fee
- An Owner, who had license revoked, must pay $3000.00 fee prior to reinstatement of the rental license.

Minneapolis Code of Ordinances - 244.1945. Reinstatement Requirements.
A fee of one thousand dollars ($1,000.00) must accompany any application for reinstatement of any license or provisional license that has been denied, revoked or suspended pursuant to 244.1940, if the applicant is a new owner of the property. If the applicant for reinstatement was the owner of the property when the license or provisional license was denied, revoked or suspended under 244.2020, a fee of three thousand dollars ($3,000.00) must accompany any application for reinstatement. This reinstatement fee is in addition to the license fees imposed pursuant to section 244.1880. If the applicant for reinstatement was the owner of the property when the license or provisional license was denied, revoked or suspended pursuant to section 244.2020, the owner or other natural person as defined in section 244.1840 (3) shall provide proof of prior attendance and successful completion within one (1) year prior to the date of application of a recognized fundamentals of rental property management course approved by the director of regulatory services.

After the property has been certified as having no housing/zoning code violations, outstanding fees for administrative citations or assessments have been paid, reinstatement fee is paid, and the management plan has been accepted by the designated representative of the Minneapolis Police Department, the matter will be put on the next available agenda for the Regulatory, Energy & Environment (REE) Committee of the City Council. The REE committee normally meets twice per month.

The recommendation of REE is then forwarded to the next City Council meeting. If the City Council votes to reinstate the license, you may submit a rental license application along with the appropriate rental license fees and the license will be issued at this time.

The property cannot be rented until the rental license has been issued.

For Management Plan Requirements

Contact Luther Krueger at 612-673-5371 or Luther.Krueger@minneapolismn.gov

For General Rental License Information, please call 311

Rev. 8-27-12 kpz

BUILDING CODE COMPLIANCE CHECKLIST

Property Address	3522 Aldrich Ave N BCC 1001924		
Inspector	David Bond 612-673-2118	**Date**	November 18, 2014

OWNER/AGENT: **CPED C/O EDIE OLIVETO-OATES**
105 5TH AVE SO #600
MINNEAPOLIS, MN.55401

A rough-in inspection is required for work on these orders. ☐ ***Yes*** ☒ ***No***
Attic access and crawl space access must be made available at time of rough-in inspection.
Additional orders may apply.

Meets	Below	*Exterior Grade:*	*Comments*
☒	☐	1. Provide positive drainage away from the dwelling. IRC section 401	
☐	☒	2. Remove all vegetation growing against foundation.	Tree roots damaging basement walls
☐	☐	3. Retaining Wall R404.6 ☐ Repair (see comment) ☐ Replace to ensure structural integrity	Not applicable
☐	☐	4. Grade Steps ☐ Repair (see comment) ☐ Replace	Not applicable

Additional Comments:

Meets	Below	*Exterior Building:*	*Comments*
☐	☒	5. Replace roofing including: ☐ Decking ☐ Flashing ☐ Roof Vents R903, 904, 905 (asphalt shingles) R806	Snow cover prevents inspection of 1999 shingles
☒	☐	6. Repair roof structure (rafters/trusses)	
☒	☐	7. Chimney ☐ tuck pointing ☐ flashing ☐ masonry cap	
☒	☐	8. Exterior Wall Surfaces ☐ siding ☐ stucco ☐ Brick **Specify location in comments**	Stucco in good condition
☐	☒	9. Exterior Overhang ☒ damaged soffits ☒ fascia **Specify location in comments**	probable rot
☒	☐	10. Steps/stoops and related components ☐ steps ☐ guardrail ☐ handrails ☐ landing ☐ 36" entry door **Specify location in comments**	
☐	☒	11. Deck and related components ☐ structure ☒ guardrail ☒ handrails	Replace hand and guard rails
☐	☐	12. Porch and related components ☐ structure ☐ guardrail ☐ screening **Specify location in comments**	Not applicable

Additional Comments:			
Meets	**Below**	***Building Footings and Foundations R403 Footings R404 Foundations***	***Comments***
☐	☒	13. Foundations: tuck pointing, buckling, settlement, cracks, etc.	Correct cause of cracked foundation wall
Additional Comments:			
Meets	**Below**	***Basement***	***Comments***
☒	☐	14. ☐ Basement floor repair (see comment) ☐ Replace basement floor; replacement to be 3 1/2 inches thick to meet code	
☒	☐	15. Interior basement walls/see comments	
☐	☒	16. Minimum basement ceiling height (measured at perimeter/see comment)	Non-habitable space
☐	☒	17. Provide basement or crawl space ventilation (operable window, etc.) R305 Basement Windows ☐ Repair ☒ Replace basement windows	
☒	☐	18. Columns (condition of base, proper footings, plumb, connections) R305, 407 ☐ Replace ☐ Provide footings	
☒	☐	19. Beams (level, proper support at each end & columns, positive connection) ☐ Replace sagging/unlevel beams ☐ Replace rotten members ☐ Provide adequate bearing support	
☒	☐	20. Joists (notches, bearing, undersized or over spaced, level, hangers) ☐ Provide adequate bearing ☐ Joists undersized (see comment) ☐ Joists improperly spaced (see comment) ☐ Provide joist hangers ☐ Improperly drilled or notched **(see comment)**	
Additional Comments:			
Meets	**Below**	***Interior Stair(s) R311***	***Comments***
☐	☒	21. Interior steps and related components ☒ Rise and run ☐ Repair/replace stairs - **Specify location in comments** ☐ Proper support at top & bottom ☒ Headroom and landings	Stairs to basement and to attic do not comply for habitable space. 36" guard rails must be provided at both stairs to non-habitable spaces
Additional Comments:			
Meets	**Below**	***Other Interior Items***	***Comments***
☒	☐	22. Repair all floors, subfloors, walls and	Repair water damage and incompatable

		ceilings as required. - **Specify location in comments**	painted surfaces
☐	☒	23. Provide smoke detectors throughout including in each bedroom, hallway and on every level including the basement as required by code. Per IRC section R317.	
☐	☒	24. Provide required egress windows in all areas as required by code. Every condemned building must have one (1) legal egress window in each bedroom as defined by the Minnesota State Building Code.	Provide new windows throughout.
☐	☒	25. Provide handrails/guardrails in all areas as required by code. Handrails shall be installed at all stairs, both interior/exterior in accordance with IRC section R315 (handrails are required where there are 4 or more risers, and shall be continuous and have returned ends.) Guardrails shall be installed at open side(s) of stairs including basement. R316	
☐	☒	26. Safety glazing in all areas as required by code. Including tub areas and landings. Any windows which are replaced must meet the applicable safety glazing requirements of IRC section R308 (examples are shower/tub areas, in stairways, and adjacent to doors).	
☐	☒	27. Replace all missing/broken glass.	Replace all windows to comply with the Energy Code
☐	☒	28. Carbon Monoxide Detectors are required within ten (10) feet of each room lawfully used for sleeping purposes. POWER: detectors must be either hardwired into the electrical wiring, directly plugged into an electrical outlet without a switch, or battery powered.	
Additional Comments: LESS THAN 6' HEAD AT CIRCULATION SPACE IN NON-HABITABLE ATTIC			
Meets	**Below**	***Garage Structures (include repair of siding, roof, trim, doors)***	***Comments***
☒	☒	29. Replace Garage ☐ Structure ☒ Roof ☐ Siding/Stucco ☒ Service Door ☒ Overhead Door ☐ Floor	snow cover prevented shingle inspection
☐	☒	30.Interior (comment needed for orders or	provide 5/8" interior gyp bd on north wall

		CGI)	
☒	☐	31. Repair garage **(See Comments)**	
Additional Comments:			
Meets	**Below**	***Multiple dwelling or commercial buildings (items in addition to above)***	***Comments***
☐	☐	32. Fire doors & stair shafts.	Not Applicable
☐	☐	33. Rated corridors, doors, & closers	
☐	☐	34. Exit signs and exit illuminations	
☐	☐	35. Floor & wall penetrations – repair all holes in floors and ceiling	
☐	☐	36. Walls & ceiling fire rated and STC (Sound Transmission Control) separations	
☐	☐	37. Commercial buildings exterior wall and trim maintenance.	
☐	☐	38. Evidence of roof leakage or other maintenance items.	
Additional Comments: Single Family Dwelling.			
A rough-in inspection is required for work on these orders. ☐ ***Yes*** ☒ ***No***			

Mechanical Warm Air
Code Compliance Checklist

Property Address: 3522 Aldrich Ave.N. BCC 1001924	
Inspector: Frank Richie 612-685-8523	**Date:** 11/18/14

Meets	Below	Appliance, General:
☐	☒	1. Furnace visually meets Code requirements. Contract with a licensed contractor to verify safety of heat exchanger and furnace operation.
		Comments: Safety check required.
☐	☐	2. Furnace and ducts need to be replaced. They are damaged, missing, or otherwise unable to heat the building. (Minneapolis Housing Maintenance Code 244.430 and MMC 1300.080 and 1346.103 and 108).
		Comments:
☐	☐	3. Furnaces shall be listed and labeled. (MMC 301.4 and 301.5)
		Comments:
☐	☐	4. Forced-air furnaces shall be installed in accordance with the listings and the manufacturer's installation instructions. (MMC 918.1)
		Comments:
☐	☐	5. Furnaces shall be located in accordance with their listings and the Mechanical Code. (MMC 301)
		Comments:
☐	☐	6. Separate forced air systems are required for each unit of a duplex (MMC 918.8)
		Comments:
☐	☐	7. Filters are correctly sized, installed, and clean.
		Comments:
☐	☐	8. Other
		Comments:

Meets	Below	Plenum and Duct Requirements:
☐	☐	9. Plenums must be correctly sized. (MMC 603.2)
		Comments:
☐	☐	10. Supply and return ducts, registers and grills are to be clean and operable. Provide a heating system capable of maintaining 68 degrees Fahrenheit at a point 3.0 feet above the floor on a design heat day. (MMC103, 108, 309.1)
		Comments:
☐	☐	10. a. Supply registers are adjustable to open and close
		Comments:
☐	☐	10. b. Return grills will have no obstructions
		Comments:
☐	☐	10. c. No wall registers in floor
		Comments:
☐	☐	11. Constructed of proper materials of correct thickness, strength, etc. (MMC 602.2)
		Comments:
☐	☐	12. Ducts are correctly sized and of proper materials. (MMC 603)
		Comments:
☐	☐	13. Joints and seams shall be securely fastened and sealed. (MMC 603.8)
		Comments:

☐	☐	14. Ducts shall be properly supported and protected from damage (MMC 603.9,603.3)
		Comments:
☐	☐	15. Other
		Comments:

All work to be done under permit by licensed heating contractors. (MMC 1300.0120)

Meets	Below	Plenum and duct requirements (continued)
☐	☐	16. Volume dampers must be provided for all ducts. (MMC603.15)
		Comments:
☐	☐	17. Shall not have an opening that supplies air that affects the operation of a draft diverter.
		Comments:
☐	☐	18. Other
		Comments:

Meets	Below	Return Air Drop Requirements:
☐	☐	19. Cannot have a register within 10' of an appliance vent outlet. (MMC 918.6.1)
		Comments:
☐	☐	20. Cannot have a return from a closet, bathroom, toilet room, kitchen, garage, mechanical room, boiler room, of furnace room. (MMC918.6.5)
		Comments:
☐	☐	21. The minimum area of return air to a forced air furnace shall not be less than 2 square inches per 1000 Btu/h output rating capacity of the furnace (MMC918.2)
		Comments:
☐	☐	22. Must meet manufacturer's recommendation on filter size requirements. (MMC 918.2)
		Comments:
☐	☐	23. Other
		Comments:

Meets	Below	Bathroom Ventilation
☐	☐	24. All bathrooms must have bath fans. IRC 303.3 Exception: the bathroom has an accessible window with not less than 3 square feet of glass, one-half of which can be opened.
		Comments:
☐	☐	25. Other
		Comments:

Meets	Below	Clothes Dryer Exhaust Ducts
☐	☒	26. Clothes dryer exhaust. Min. 4" diameter, 25 foot maximum length, transition ducts are listed and labeled and no longer than eight feet.
		Comments: Secure piping to structrue. No support at this time.
☐	☒	26. a. Dryer ducts must be insulated 36 inches from outside wall.
		Comments: no insulation at this time
☐	☐	27. Other
		Comments:

Plumbing Inspector
Code Compliance Checklist

Property Address	3522 ALDRICH AVE NO BCC 1001924		
Inspector	DEB DELGADO	Date	11/18/2014
Phone Number	612-685-8479	Occupancy	

GENERAL NOTES:

1. ALL PLUMBING AND GAS WORK IS TO BE PERFORMED BY A LICENSED PLUMBING CONTRACTOR.
2. Ensure integrity of vent and waste system.
3. Size all missing water piping to code.
4. Remove all unused gas piping.
5. Secure all water and gas piping.
6. Caulk all fixtures.
7. Every fixture in each apartment and/or unit shall have water shut-offs.
8. Ensure stack and front main clean outs are operable.
9. Install approved meter valves.
10. All natural draft water heaters shall be vented to an intact liner. All water heaters must have approved shut-offs for gas, water and draft properly.
11. All open vents and sewer shall be capped or plugged to code.
12. All un-vented fixtures shall be vented or removed.
13. All broken or non-cleanable fixtures shall be replaced to code.
14. Back-flow protection to be installed where needed.
15. If adding basement fixtures; back water protection shall be installed when needed.
16. If house has been moved – A MANOMETER AIR TEST IS REQUIRED.

THE FOLLOWING COMMENTS ARE AS OF DATE OF INSPECTION

(ADDITIONAL CORRECTIONS MAY BE REQUIRED)

Permit Required	Yes	No	Water Service	Comments
☑	☑	☐	1. Is it missing?	**If Yes, Install in an Approved Manner.**
	If Not Then			
	☐	☐	2. Secured?	
	☐	☐	3. Is It Kinked?	
	☐	☐	4. Is It Above Grade?	
	☐	☐	5. Does it Have Approved Full Flow Meter Valves?	
Comments:	**PERMIT REQUIRED TO INSTALL NEW WATER METER AND FULL FLOW VALVES.**			

Permit Required	Yes	No	Water Distribution	Comments
☑	☑	☐	1. Is It Missing?	**If Yes, Install in an Approved Manner.**
	If Not Then			
	☐	☐	2. Is It Properly Sized?	
	☐	☐	3. Is It An Approved Material?	
	☐	☐	4. Is It Supported Properly?	
Comments:	**INSTALL NEW WATER PIPE AND SIZE TO CODE.**			

Air Testing of Waste and Venting System

Type of Air Test Required		Comments:
1.Blowback	☐	
2. 5# Air Test	☐	
3. Manometer	☑	BLOWBACK

Where Air Test is Required		Comments:
All Above Ground	☑	DWV PIPE
Basement Bathroom	☐	
Other:	☑	

Permit Required					
☑	**Floor Drain/Drains**	**Basement FD #1**	**Basement FD #2**	**Basement FD #3**	**Other FD**
	1. Does One Exist?	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There An Intact clean out plug?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does It Appear Operable?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:					

Permit Required					
☑	**Laundry Tub or Standpipe**	**Basement**	**1st Flr**	**2nd Flr**	**3rd Flr**
	1. Does One Exist?	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There a Trap?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does it Appear to be Vented Properly?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	4. Does it Need Backflow Preventer On the Spout?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	5. Is It Secured to floor/wall?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	6. Is It Level?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	7. Check for cracks/leaks?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:	NO FAUCET ON LAUDRY TUB, PERMIT REQUIRED.				

Permit Required					
☐	**Kitchen Sink**	**Basement**	**1st Flr**	**2nd Flr**	**3rd Flr**
	1. Does One Exist?	Yes ☐ No ☑	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There a Trap?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does it Appear to be Vented Properly?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:					

Permit Required					
☐	**Basin**	**Basement**	**1st Flr**	**2nd Flr**	**3rd Flr**
	1. Does One Exist?	Yes ☐ No ☑	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There a Trap?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does it Appear to be Vented Properly?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:					

Permit Required					
☑	**Water Closet**	Basement	1st Flr	2nd Flr	3rd Flr
	1. Does One Exist?	Yes ☐ No ☑	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Does it need to be replace (cracked or broken)?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does it Appear to be Vented Properly?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☑ No ☐	Yes ☐ No ☐
	4. Is It Secured to the Floor?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	5. Does The Ballcock Have an Approved Air Gap?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	6. Is the floor structure solid?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☑ No ☐	Yes ☐ No ☐
	7. If gutting bathroom, do fixtures meet required clearance?	☐ Yes ☐ No	☑ Yes ☐ No	☑ Yes ☐ No	☐ Yes ☐ No
Comments:					

Permit Required					
☑	**Bathtub and/or Shower**	Basement	1st Flr	2nd Flr	3rd Flr
	1. Does One Exist?	Yes ☐ No ☑	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There a Trap?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does it Appear to be Vented Properly?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	4. Is It Cracked or Chipped?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	5. Is It Caulked?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	6. Is The Shower Head Loose?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	7. If It Is A Tub, Is There Access To The Trap?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	8. If There is a Shower, Is It Anti-Scald?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	9. Is There A Proper Air Gap On Tub Spout?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	10. Is the tub/shower surround approved material?	Yes ☐ No ☐	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:	TWO HANDLE FAUCET WILL REQUIRE PRESSURE BALANCING DEVICE.				

Permit Required					
☑	**Water Heater/Floor Serviced**	Basement	1st Flr	2nd Flr	3rd Flr
	1. Does One Exist?	Yes ☑ No ☐	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Does it Need to be Replaced?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does It Have An Approved Vent?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	4. Does It Have A Full Port Cold Shut Off Valve?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	5. Does It Have An Approved Gas Valve?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	6. Is the Gas Line Secured?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	7. Is the Gas Train Approved?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:	PERMIT REQUIRED FOR INSTALLATION OF NEW WATER HEATER.				

Permit Required			
☑	Yes	No	**Gas Piping**
	☑	☐	1. Is It Properly sized?
	☐	☑	2. Are There Approved Valves?
	☐	☑	3. Is It Properly supported?
	☑	☐	4. Are They Approved Materials?
	☐	☑	5. Does The Gas Piping Need To Be Air Tested?
Comments:			

Permit Required					
☑	**Gas Range**	Basement	1st Flr	2nd Flr	3rd Flr
	1. Does One Exist?	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There An Approved Gas Valve?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	3. Is There An Approved Gas Connector?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	4. Does it Have Manufacturers Anti-Tip Bracket?	Yes ☐ No ☐	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐
	5. Is there proper clearance to combustibles?	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:	NEED CODE APPROVED GAS SHUTOFF VALVE AND GAS CONNECTOR.				
Permit Required					
☑	**Gas Dryer**	Basement	1st Flr	2nd Flr	3rd Flr
	1. Does One Exist?	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑	Yes ☐ No ☑
	If Yes Then				
	2. Is There An Approved Gas Valve?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	3. Does It Have Approved venting material?	Yes ☑ No ☐	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	4. Is There An Approved Gas Connector?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	5. Is it Approved Venting(damper/insulating/elbows)?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
	6. Is the Gas Train (gas line/valve/drip leg) approved?	Yes ☐ No ☑	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Comments:	NEEDS A CODE APPROVED GAS SHUTOFF VALVE, GAS CONNECTOR AND VENTING NEEDS TO BE INSULATED.				

City of Minneapolis
Department of Regulatory Services
Housing Inspection Services Division
250 South 4th Street, Room 400
Minneapolis, Minnesota 55415
www.minneapolismn.gov

Spanish- Atención. Si desea recibir asistencia gratuita para traducir esta información, llama 612-673-2700
Somali- Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 612-673-3500
Hmong-Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800
English- Attention. If you need this material in an alternate format, have questions, are deaf or hard-of-hearing, please call 612-673-3000.
TTY: 612-673-2626 or 612-673-2157

25-NOV-14

Edythe Oates
105 5th Ave S RM 600

Minneapolis,MN 55401

NOTICE OF ORDINANCE CODE VIOLATIONS

Property Address in Violation: 3522 ALDRICH AVE N RFS #: 14-1086679

On 18-NOV-14, an inspection of your property at the above address disclosed conditions that are violations of the Minneapolis Code of Ordinances.

Please make the following corrections by the required due date of: 23-MAY-15

Properly prepare and paint in a professional manner all portions of this garage/shed which not of a material manufactured or processed specifically for use in such a weather-exposed location or which are blistered, cracked, flaked, scaled or chalked away. Minneapolis Code of Ordinances 244.500 and 244.1560. NOTE: Any structure built before 1978 may have lead-based paint. Deteriorated lead-based paint may pose a health hazard, especially for pregnant women and children six (6) and under. To limit health problems associated with lead paint, keep all painted surfaces in good repair. For more information on hazards associated with lead-based paint or to properly prepare surfaces which may contain lead-based paint, contact the State Health Department at 651-215-0890 or call 1-800-424-LEAD. Violation Text 113

Inspector's Comments:

Repair or replace the following item(s) listed below on the garage/ shed. All work to be accomplished in a professional manner. Minneapolis Code of Ordinances 244.1560 and 244.500. Violation Text 115.

Inspector's Comments: Siding, Overhead Doors

Repair or replace the roof on this dwelling in a professional manner. Minneapolis Code of Ordinances 244.500 Violation Text 133.

Inspector's Comments: Roof is snow covered

Repair/remove or replace the gutters and downspouts at this property. Minneapolis Code of Ordinances 244.520 Violation Text 135.

Inspector's Comments: Missing Leaders, Holes in gutters, Downspouts, Disconnected/missing

Repair or replace the exterior wall of this dwelling in a professional manner. Minneapolis Code of Ordinances 244.500 Violation Text 136.

Inspector's Comments: Rotted wood, Holes-Missing siding

Repair or replace the foundation of this dwelling in a professional manner. Assure the repairs to be reasonably weathertight, watertight and rodent proof. Minneapolis Code of Ordinances 244.500 Violation Text 137.

Inspector's Comments:

Repair or replace the exterior attached steps on this dwelling in a professional manner. Replacement of steps requires a permit. Minneapolis Code of Ordinances 244.550. Violation Text 141.

Inspector's Comments: Rotted wood, Deteriorated concrete

Properly prepare and paint the exterior siding and/or wood trim of the main dwelling structure in a professional manner wherever it is not of a material manufactured or processed specifically for use in such a weather-exposed location, or which blistered, cracked, flaked, scaled, or chalked away. Minneapolis Code of Ordinances 244.500. NOTE: Any structure built before 1978 may have lead-based paint. Deteriorated lead-based paint may pose a health hazard, especially for pregnant women and children six (6) and under. To limit health problems associated with lead paint, keep all painted surfaces in good repair. For more information on hazards associated with lead-based paint or to properly prepare surfaces which may contain lead-based paint, contact the State Health Department at 651-215-0890 or call 1-800-424-LEAD. Violation Text 144.

Inspector's Comments:

Repair or replace the exterior door(s) of this dwelling in a professional manner to be reasonably weathertight, watertight and rodent proof. Minneapolis Code of Ordinances 244.530 Violation Text 148.

Inspector's Comments:

Openable windows in each habitable room shall be supplied with a screen. Such screens shall have a mesh of not less than number fourteen (14) and shall be hung not later than May First of each year; provided, however, that such screens shall not be required in rooms located more than fifty (50) feet above ground level. Minneapolis Code of Ordinances 244.450 Violation Text 161.

Inspector's Comments: Throughout

Install storm windows on all single glazed exterior window units enclosing conditioned space. Minneapolis Code of Ordinances 244.530. Violation Text 163.

Inspector's Comments: Throughout

Repair or replace all torn, split or missing screening at this dwelling. Minneapolis Code of Ordinances 244.450 Violation Text 165.

Inspector's Comments: Throughout

Repair or replace the storm door on this building. Minneapolis Code of Ordinances 244.530. Violation text 166.

Inspector's Comments:

Repair or replace all broken and missing glass in storm windows and primary windows. Minneapolis Code of Ordinances 244.530 and 244.1560. Violation Text 167.

Inspector's Comments: Where cracked or broken

Provide a copy to the Housing Inspector listed below, proof of certification in renovation and remodeling from an accredited training source pursuant to the Environmental Protection Agency's Lead Renovation Repair and Painting Program, 40 CFR Part 745, prior to or upon completion and inspection of the repair work. Owner must submit form to inspector to certify work was completed following EPA protocols. EXCEPTION: Owner may provide a Risk Assessment that certifies that the area needing repair or paint is lead free. Minneapolis Code of Ordinances section 240.100 For additional information EPA web site http://www.epa.gov/lead/pubs/renovation.htm , MN Dept of Health http://www.health.state.mn.us/divs/eh/lead/find_firm/index.cfm Violation Text 703.

Inspector's Comments:

Properly prepare and paint in a professional manner all painted surfaces of window components, including sills, jambs and sashes, that are blistered, cracked, flaked, scaled or chalked away. Minneapolis Code of Ordinances 244.510 and 244.530. NOTE: Any structure built before 1978 may have lead-based paint. Deteriorated lead-based paint may pose a health hazard, especially for pregnant women and children six (6) and under. To limit health problems associated with lead paint, keep all painted surfaces in good repair. For more information on hazards associated with lead-based paint or to properly prepare for lead-based paint removal contact the State Health Department at 651-201-4620 or call 1-800-424-LEAD. VIOLATION TEXT #709

Inspector's Comments:

Repair or replace the loose and/or deteriorating windows in a professional like manner. Minneapolis Code of Ordinances 244.530 and 244.510. Violation Text 710.

Inspector's Comments: Throughout

Install or repair required window locks in the following area(s) . Minneapolis Code of Ordinances 244.1690. Violation Text 711.

Inspector's Comments: Throughout

Free all window sashes so they may be freely opened in the area(s) listed below. Not less than one half (1/2) of required window area shall be openable for natural ventilation. Minneapolis Code of Ordinances 244.410. Violation Text 712.

Inspector's Comments: Throughout

Repair or replace sash cords (or supply other approved mechanical means) to allow windows to be kept open without danger of self closing. Minneapolis Code of Ordinances 244.510 and 244.530. Violation Text 713.

Inspector's Comments: Throughout

Repair or replace following door(s) and/or frame(s) listed below in a professional manner. Minneapolis Code of Ordinances 244.510. Violation Text 715.

Inspector's Comments: Throughout

Provide the required shades, drapes or blinds in all bath and sleeping rooms. Minneapolis Code of Ordinances 244.540 Violation Text 716.

Inspector's Comments: Bedrooms, Bathroom

Repair and correct all gaps, missing tiles, broken sheeting, torn carpeting or other deteriorated flooring in a professional manner for the area(s) listed below. Minneapolis Code of Ordinances 244.510. Violation Text 751.

Inspector's Comments: Throughout

Repair and refinish all deteriorated walls in a professional manner for the area(s) listed below. Minneapolis Code of Ordiances 244.510. Violation Text 753.

Inspector's Comments: Throughout

Repair and refinish all deteriorated ceilings in a professional manner for the area(s) listed below. Minneapolis Code of Ordinances 244.510. Violation Text 755.

Inspector's Comments: Throughout

Identify and fix source of moisture problem. Properly repair or remove all water damaged surfaces such as sheetrock, insulation, particle board, cardboard or carpet. Cleanable surfaces such as concrete, solid wood or plaster where the integrity of the surface is intact but appears to be moldy may be cleaned with soapy water and a scrub brush and then disinfected with a dilute solution of ¼ to ½ cup of bleach per gallon of water. NEVER MIX BLEACH WITH AMMONIA - TOXIC CHLORINE GAS MAY RESULT. Completely dry surfaces before performing finishing repairs. Minneapolis Code of Ordinances Section 244.510. "Every interior partition, wall, floor, door, window, trim surface, radiator and ceiling shall be kept in a professional state of repair." VIOLATION TEXT 757.

Inspector's Comments: Basement

Remove all blistered, cracked, flaked, scaled, peeling, flaking, blistering and loose paint and/or wallpaper. Properly prepare and refinish the surfaces in a professional manner for the following areas. Minneapolis Code of Ordinances 244.510. NOTE: Any structure built before 1978 may have lead-based paint. Deteriorated lead-based paint may pose a health hazard, especially for pregnant women and children six (6) and under. To limit health problems associated with lead paint, keep all painted surfaces in good repair. For more information on hazards associated with lead-based paint or to properly prepare surfaces which may contain lead-based paint, contact the State Health Department at 651-215-0890 or call 1-800-424-LEAD. Violation Text 759.

Inspector's Comments: Throughout

Do not allow the occupancy of vacant dwelling units until dwelling units are in compliance with all provisions of the housing maintenance code and inspected for compliance. Minneapolis Code of Ordinances 244.620. THIS VIOLATION IS EXEMPT FROM REINSPECTION FEES. This violation is not appealable to the Housing Board of Appeals. Violation Text 783.

Inspector's Comments:

Repair the parking surface and/or driveway at this property to provide a properly drained, all-weather surface. Acceptable surfacing materials shall include asphalt, concrete, brick pavers, or similar material, installed and maintained per industry standards. Four (4) inches of Class Five crushed limestone is acceptable for single family dwellings. This notice is appealable to the Zoning Board of Adjustments in accordance with the provisions in Section 525.170 of the Minneapolis Code of Ordinances. All appeals must be filed within ten (10) calendar days of this notice. Information concerning the Zoning Board of Adjustments may be obtained from the Zoning Section at 311. Minneapolis Zoning Ordinances 541.300. THIS VIOLATION IS EXEMPT FROM REINSPECTION FEES. THIS VIOLATION IS NOT APPEALABLE TO THE MINNEAPOLIS HOUSING BOARD OF APPEALS. Violation 836.

Inspector's Comments: Driveway is snow covered

After the due date an inspection will be done to ensure that all violations have been corrected.

Failure to comply with order(s) by required due date requires you to pay a one hundred dollar ($100.00) fee for each subsequent inspection **and may result civil and/or criminal legal action to be taken** per MCO Chapter 2 Sections 2.10, 2.20, 2.30 and 2.40.

Right to Appeal
Chapter 242 of the Minneapolis Code of Ordinances provides that an appeal may be filed if you disagree with these violations. If you would like to appeal these violation orders, please call (612) 673-3000. You must file that appeal within 15 days of the date of this letter.

HOUSING INSPECTION SERVICES WEBSITE
www.minneapolismn.gov/inspections

Please call or e-mail me if you have questions, concerns or need assistance in understanding this order.

WAYNE MURPHY (WPM), HOUSING INSPECTOR II, Phone: (612) 685-8442

E-mail: wayne.murphy@minneapolismn.gov

List of Helpful Resources

For seniors, disabled individuals, or low-income residents:

The City's Senior Ombudsperson
Assists **seniors** and **disabled persons** find services they need. **612-673-3004**

A Brush with Kindness
Volunteers help **low-income homeowners** do minor exterior repairs, light landscaping, clean-up, and painting. Able-bodied homeowners work alongside volunteers on repairs. Application deadline is in May. Pat Lund, **612-788-8169** or pat.lund@tchabit.com

Handyworks
Helps **seniors** live independently at home by matching them with people who can help with housekeeping, minor home repairs, lawn-mowing, snow removal, seasonal jobs, and outdoor chores. Application deadline is in the spring—please call for exact information. **612-721-8687, Ext. 329**

Hearts & Hammers
Volunteers paint the exteriors of homes owned by **seniors** who are not able to do the work themselves. They specialize in homes that are 2 stories or 2 ½ stories tall. They also do exterior rehab work, such as caulking, landscaping, etc., to restore the exterior character of the home and to improve its weatherproofing and security. All work is FREE and completed by a crew of volunteers in one day. Application deadline is in the spring—please call for exact information. **952-922-2451**

Metro Paint-A-Thon
Volunteers will scrape, prime and paint the exteriors of selected homes owned by **persons 60 years of age or older or by persons with permanent physical disabilities**. Application deadline is in May of each calendar year. **612-721-8687, Ext. 321**

Rebuilding Together
Rebuilding Together helps to preserve and revitalize houses, serving **low-income homeowners, seniors, disabled persons, and families with children**. They provide repairs - like roofing, plumbing, & electrical work - free of charge. **651-776-4273**

Financing and Loans for a variety of income levels (check with your bank, too)

Center for Energy & Environment (CEE) and Neighborhood Revitalization Program
CEE offers a variety of low-interest loans and grants to **Minneapolis property owners – including rental property** - to help them fix-up their homes. On behalf of neighborhood groups, CEE also administers Neighborhood Revitalization Program (NRP) low-interest and forgivable loans for home improvement. Call CEE at **612-335-5884.**

City Living Program. Home-improvement loans. **612-673-5282**

GHMC Housing Resource Center
The Greater Metropolitan Housing Corporation (GMHC) Housing Resource Center provides code-abatement loans, home-improvement financing, deferred loans, construction consultations, and housing information. Call Denise at **612-378-7985.**

Neighborhood Housing Services of Minneapolis
Helps owner-occupants of select neighborhoods throughout Minneapolis with repairs and remodeling. Call 612-521-3581 to find out what programs may be available in your area.