



**Regulatory Services & Emergency Preparedness
Construction Code Services Division**
250 South Fourth Street – Room 300
Minneapolis, Minnesota 55415
www.ci.minneapolis.mn.us



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 want help translating this information in any other language, call 311 or 612-673-3000
Sign Language Interpreter -- 612-673-3220 TTY: 612-673-2626

13-AUG-10

RFS #: 10-0000000

Elevator Owner or Management LLC
 Contact Person
 250 5th Street South
 MINNEAPOLIS, MN 55415

SAMPLE ELEVATOR ANNUAL INSPECTION "RFS" (ORDERS)

Elevator Annual Inspection
NOTICE OF ORDINANCE/CODE VIOLATIONS

Project Address: 250 5th St South

On 21-JUL-10 the Annual Inspection at the project address above disclosed conditions that are in violation of the Minnesota State Building Code (MSBC) as defined in Minnesota Rules, Chapters 1300 and 1307 and adopted by Minneapolis Code of Ordinances (MCO) Chapter 85 Section 85.20; ASME A17; and/or NEC.

NOTE: If documents are required to be submitted, please mail them, email them, or fax them (612-673-5814) addressed to the inspector listed below.

Licensed contractors and permits are required for most repairs.

(CCS4000) This annual inspection was on the device identified below. When applying for a repair permit or for any correspondence about these orders, please refer to the ID number and to the RFS number above.

Inspector Comments:

- ***ELEV 71798
- ***CID 002400
- ***CAR# 4
- ***ELECTRIC
- ***CAPACITY: 2500 LBS
- ***MFG: DOVER COMPOSITE
- ***STOPS: 9 F/ 3 R

(CCS4100L) Install an emergency key box at main egress floor. MSBC 1307.0090 Subp.2. Licensed contractor and permit required.

Inspector Comments:

(There may not be any inspector comments for every violation)

(CCS4103L) Repair hoistway venting. MSBC 1307.0095 IBC Section 3004 Licensed contractor and permit required.

Inspector Comments:

- ***CLEAN HOISTWAY VENTS.

(CCS4104L) This elevator shall meet the provisions listed in parts 1307.0010 to 1307.0110 to safeguard life, limb, property, and public welfare by establishing minimum requirements relating to the design, construction, installation, alteration, repair, removal, operation and maintenance of passenger elevators, freight elevators and other related devices. MSBC 1307 Elevators and Related Devices. Licensed contractor and permits required.

Inspector Comments:

***MACHINE ROOM ENCLOSURE
ASME A17.1-2004
ASME A17.1S-2005 2.7.9.2

(CCS4105L) Existing installations, as a minimum, shall meet the requirements of this Code. If an existing installation does not meet the requirements of this Code, it shall be upgraded. If an existing installation was required to meet more stringent requirements, it shall continue to meet those requirements. A17.3-2002 section 1.2. Licensed contractor and permits required.

Inspector Comments:

DUE DATE: 21-SEP-10

Failure to Comply With Order(s) on or before the due date

- *Can cause civil and/or criminal legal action to be taken per MCO Chapter 2 Sections 2.10, 2.20, 2.30 and 2.40 and/or MSBC Chapter 1300 Section 1300.0150*
- *May result in a re-inspection fee per MCO Chapter 95 Section 91.55*

An immediate response is required to ensure compliance by the due date. Please refer to the enclosed handout(s) for additional information that will be beneficial. If you are not the owner/agent or contractor responsible for this property/project or feel this order has been sent to you in error, notify your inspector. We appreciate your prompt attention and compliance with this order.

Your Right to Appeal

Requests for Service (RFS) orders may be appealed to the building official. Appeals must be received within fourteen (14) days of the date of the order. Appeals shall be in writing on a form provided by the city. Supporting information shall be included with the application. The official receipt date of the appeal shall be when all required information has been received. The building official shall act upon an appeal within thirty (30) days of the official receipt date. Please call 612.673.3574 to request a general appeal application.

Any order or other determination written for emergency situations where public health or safety is a concern, as determined by the building official, is not subject to this appeal process. Anyone aggrieved by such a determination shall have the rights afforded them by due process of law.

Please call or e-mail me when you are ready to schedule your re-inspection or if you have questions, concerns or need assistance in understanding this order. Thank you!

MARIS CINIS, INSP. ELEV. C

Construction Code Services

Phone: (612) 685-8491

E-mail: maris.cinis@ci.minneapolis.mn.us