CITY OF SAINT PAUL - DEPARTMENT OF SAFETY AND INSPECTIONS
375 Jackson Street, Suite 220
Saint Paul, MN 55101-1806
General Information: 651-266-8989 - Fax: 651-266-9124
Visit our web site: www.stpaul.gov/dsi

FOLDER #
(For office use only)

APPLICATION FOR RESIDENTIAL (3+ UNITS), COMMERCIAL, AND MIXED USE CODE COMPLIANCE INSPECTION: VACANT, HAZARDOUS & ABANDONED BUILDINGS

Vacant Building Address: _____

Use of Building (check one): ____Multi-Family Dwelling (Enter # of Units) ____
____Commercial ____Mixed Residential/Commercial (Enter # of Units) ____

Owner _____ Daytime Phone (____) _____

Address _____ Fax (____) _____

City _____ State _____ Zip Code _____

Email Address _____

Your inspection may be conducted sooner if all entry keys are provided on-site in a secure lock box.
Lock Box Combination: _____ Send report by (check one): ____Mail ____Email

Affidavit of Owner or Responsible Party

I hereby certify that the above information and answers are correct and that I am the legal owner or responsible party of the premises at the above location. I understand that all items listed on the inspection report must be corrected within six months and; where applicable (Category III Building), a $5,000.00 performance deposit (cash or bond) must be made before a permit will be issued. It may be possible to get an additional six (6) months to complete the project, if work is proceeding expeditiously and is more than 50% complete or if unforeseen conditions have had a significant schedule impact on the completion of work.

I also understand that this property shall not be occupied until all code deficiencies are corrected and written authorization to occupy is obtained.

All structures to be inspected must be thoroughly cleaned out and sanitary, leaving no clutter and all areas must be accessible. Noncompliance will result in the imposition of re-inspection fees.

_____ _____
Signature of Owner or Responsible Party Date

☐ Category II Vacant Building	☐ Category III Vacant Building	**Residential**
-Code Compliance -Inspection Report -Permits and Sign-off -Remove Boards -Certificate of Occupancy or Certificate of Code Compliance	-Code Compliance -Inspection Report -$5,000 Performance Deposit (cash or bond) -Permits and Sign-off -Certificate of Occupancy or Certificate of Code Compliance	1 unit.....$493.00 2 units.....$618.00 3 units.....$650.00 4 units.....$679.00 5+ units.....$711.00 VB Code Compliance Base Fee: $469.00 **Commercial** .. 1-13,999 sq. ft.....$189.00 .. 14,000-48,999 sq. ft. $15.00 per 1,000 sq. ft. .. 49,000-117,999 sq. ft.....$189.00 .. 118,000+ sq. ft.....$189.00 Example for 15,000 sq. ft. commercial space: $469+$225 = $694 **Mixed** Add together Commercial and Residential inspection fees, then drop the base fee. Example: 15,000 sq. ft. commercial space with 3 residential units: $225+$650 = $875

Signature of Cardholder (required for all charges):

☐ AMEX ☐ Discover ☐ MasterCard ☐ Visa	Security Code ►				Expiration Month/Year ►				
Enter Account Number ►►									

Make checks payable to City of Saint Paul. If paying by credit card, please submit via US Mail, fax or personal delivery. Credit card processing via email is prohibited.

Amount: $_____