



HEALTH AND SAFETY CODE ENFORCEMENT MANUAL
MINNEAPOLIS AND SUBURBS AND SAINT PAUL
SEPTEMBER 2019

Introduction

This Health and Safety Code Enforcement Manual is intended as a resource for Volunteer Lawyers Network (VLN) volunteer lawyers and others representing low-income tenant families who justly seek a safe and affordable place to live, but who find themselves in rental property in need of repairs and other interventions to bring the property into compliance with state and local health and safety laws. The Manual is also available as a resource for community organizations and governmental agencies seeking to assist tenant families living in Minneapolis, other Hennepin County communities, and Saint Paul.

The guiding principal is simple and straight forward: landlords in Minnesota are required by state law to maintain residential rental property so that it is fit for use as a residence, is in reasonable repair, is reasonably energy efficient, and is in compliance with state and local health and safety laws.¹ These so-called “covenants of habitability” are implied in every residential rental property lease, whether oral or written, and cannot be waived or modified by agreement.² Moreover, they are independent of the tenant’s promise to pay rent, and a violation of the “covenants” can be raised by a residential tenant as a rent abatement defense in a landlord-initiated eviction action based upon alleged nonpayment of rent,³ or in a tenant-initiated rent escrow action,⁴ emergency tenant remedies action (ETRA),⁵ or tenant remedies action (TRA).⁶

Full vindication of the “covenants of habitability,” as well as the preservation of affordable rental housing, depend, in large part, upon the aggressive and thorough enforcement by cities of their health and safety ordinances when they receive a complaint from a tenant or an attorney representing a tenant. The purpose of this Manual is to assist attorneys in accessing the services of city health and safety inspectors.

¹ Minn. Stat. § 504B.161, subd. 1(a) (2018).

² Minn. Stat. § 504B.161, subd. 1(b) (2018).

³ *Fritz v. Warthen*, 213 N.W.2d 339 (Minn. 1973).

⁴ Minn. Stat. § 504B.385 (2018).

⁵ Minn. Stat. § 504B.381 (2018).

⁶ Minn. Stat. §§ 504B.395-471 (2018).

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The section on each City includes:

- Introductory information;
- Links to city codes and city and county websites;
 - These can be used to obtain ownership, taxpayer, and licensing information for an identified property, and to access municipal inspection services; and
- Names and telephone numbers for officials in charge of residential rental property licensing (where applicable), inspections, and enforcement; and information on access to repair orders.

The Manual **does not** discuss the provisions of city licensing and health and housing maintenance codes. For example, a code provision requiring that residential rental property be licensed may set forth exceptions to the general rule. The exceptions will not be discussed in this Manual. Attorneys will have to consult the code provisions at issue in their cases.

MINNEAPOLIS

Introduction

All rental dwellings in Minneapolis must be licensed by the City. Two departments are charged with residential rental property ordinance enforcement, the **Department of Regulatory Services** and the **Health Department**. The Department of Regulatory Services has two divisions, Housing Inspection Services, which is responsible for rental licensing and code enforcement in buildings with up to three units, and Fire Inspection Services, which is responsible for rental licensing and code enforcement in buildings containing four or more units. The Health Department is responsible for lead-based paint abatement.

The Department of Regulatory Services uses a three-tier licensing model. Assignment of a residential rental property to Tier 1 (best), Tier 2, or Tier 3 (worst) is based upon a consideration of several factors and determines the amount of the annual licensing fee and the frequency of regular building inspections. For a full description of the Tiering system, see the link below. Housing Inspectors and Fire Inspectors also perform inspections based upon tenant complaints registered by calling 311 or contacting Regulatory Services directly, and issue Notices of Violation.

Atty practice notes: When a tenant complains of repairs, the attorney should direct the tenant to call 311. Immediately after a 311 complaint is made, if the attorney will be representing the tenant, the attorney should contact Ms. Jones, Mr. Schmoll, Mr. Hilden, or Mr. Starry (contact information below) to advise them of the complaint and to discuss any need for an expedited inspection. These city individuals are also available to discuss any follow up after the inspection, including the production of Order to Correct Notices and follow-up Administrative Citations and the availability of inspectors to appear as witnesses in Hennepin County Housing Court proceedings.

For the past 30 years, the Health Department has administered a program to investigate cases of lead poisoned children in Minneapolis. The program includes inspections of properties that are suspected in the poisoning of children and the enforcement of Order to Correct Notices to abate the threat of future lead paint poisoning. With lead paint renovation grants awarded by the U.S. Department of Housing and Urban Development, the Department performs strategic renovations, for example, window replacement, on approximately 100 Minneapolis properties per year.

Because the City is dedicated to the preservation of safe affordable rental housing and the protection of tenant families, senior officials from both Departments are committed to working closely with attorneys representing low-income tenant families and with community organizations addressing the issue of affordable housing.

Links

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

<http://www.minneapolismn.gov/propertyinfo/index.htm>

The Minneapolis property information website, which provides ownership, management, licensing, building type, inspections history, and lead status information for any address in the City.

https://library.municode.com/mn/minneapolis/codes/code_of_ordinances?nodeId=COOR_TIT12_HO_CH244MACO

The Minneapolis Housing Maintenance Code.

www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/wcms1p-127198.pdf

Department of Regulatory Services organization chart.

www.minneapolismn.gov/regservices/reports

The Housing Inspection Services Data and Reports website, with an Open Data Portal which is updated periodically with links to public access dashboards and other useful information.

www.ci.minneapolis.mn.us/311

Calling 311 is the essential starting point for securing a housing maintenance code inspection. Regulatory Services officials emphasize the importance of calling 311 because it ensures that the complaint is entered in the database and that an inspection will be done.

www.minneapolismn.gov/inspections/rental/tiering

Interactive web page explaining the Rental License Tiering system, with a link to a page that allows access to tiering data for any City address.

https://tableau.minneapolismn.gov/views/OpenDataRegulatoryServices-Violations/Introduction?:embed=y&:isGuestRedirectFromVizportal=y&:display_count=no&:showVizHome=no

This is the Regulatory Services Violations Dashboard, which provides access to a public database of information regarding the issuance of Order to Correct Notices by Fire Inspection Services and Housing Inspection Services going back to 1989. The data is updated daily. Notices are considered to be public information by the City. Enter an address to access the data. Notices will be identified by a Case Number. Copies of Notices are not accessible from the dashboard (see information in section below).

www.minneapolismn.gov/health/homes/lead/index.htm

The Minneapolis Department of Health website on lead-based paint.

Contacts

Kellie Rose Jones, Director, Housing Inspection Services, kellie.jones@minneapolismn.gov (612.673.3506).

Brad Schmoll, Manager, Fire Inspection Services, brad.schmoll@minneapolismn.gov (612.673.3273).

Patrick Hilden, Manager, Field Operations, Regulatory Services, Patrick.hilden@minneapolismn.gov (612.673.3317).

Bryan Starry, Manager, Field Operations, Housing Inspections, bryan.starry@minneapolismn.gov (612.673.5828).

Alex Vollmer, Supervisor, Lead and Healthy Homes Unit, Department of Health, alexander.vollmer@minneapolismn.gov (612.673.2710). Alex is the official to contact about lead-based paint inspections and abatement.

Lee A. Wolf, Minneapolis Assistant City Attorney, lee.wolf@minneapolismn.gov (612.673.2359). Mr. Wolf is the attorney who works with Housing Inspection Services and represents the City in emergency and non-emergency TRAs brought by the City.

Copies of Order to Correct Notices and Administrative Citations

To determine whether an Order to Correct Notice and a follow-up Administrative Citation has been issued for an address, an attorney can use the Regulatory Services Dashboard (link above) or contact 311. To identify the inspector, an attorney can call 311 with the address, or can check with one of the above Regulatory Services contacts. The official responding to the inquiry may ask for the case number on the Notice or Citation. To obtain a copy of the Notice or Citation, the attorney can contact the inspector who performed the inspection, or the inspector's supervisor listed in the contacts above. The names and telephone numbers of current inspectors and their supervisors are listed in Appendix B. Regulatory Services will provide certified copies of Notices and Citations. As an alternative, an attorney can make a data request, again identifying the case number, at www.ci.minneapolis.mn.us/datapractices/index.htm.

BLOOMINGTON

Introduction

Rental dwelling units in Bloomington must be licensed. City Environmental Health Inspectors inspect the interior and exterior of all dwelling units annually and also respond to complaints. A complaint can be made by telephone or by email to the Environmental Health Division, 952.563.8934, envhealth@BloomingtonMN.gov. The complaint must state the property address and nature of the problem. Although the complaint may be anonymous, if the person making the complaint wishes to be advised of the result, the person should include contact information in the complaint. A complaint is followed within a few days by an inspection, and if the inspection uncovers a violation of the City Code, a written notice is sent to the owner of the property to make the required repair.

Links

www.bloomingtonmn.gov/eh/rental-housing-licensing-and-inspection-program

The website of the Environmental Health Division, which contains links to the above information.

[http://library.amlegal.com/nxt/gateway.dll/Minnesota/bloomington_mn/bloomingtonminnesotacodeofordinances?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:bloomington_mn](http://library.amlegal.com/nxt/gateway.dll/Minnesota/bloomington_mn/bloomingtonminnesotacodeofordinances?f=templates$fn=default.htm$3.0$vid=amlegal:bloomington_mn)

The Bloomington City Charter and Code of Ordinances.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Mark Stangenes, Rental Housing Program Coordinator, mstangenes@BloomingtonMN.gov (952.563.8934).

Copies of Inspection Reports

If a tenant believes that a code compliance inspection has occurred, but does not know the name of the inspector or does not have a copy of the inspection report, a volunteer attorney representing the tenant may avoid the necessity of making a formal Minnesota Government Data Practices Act request by having the tenant contact the Environmental Health Division at 952.563.8932 to learn the name of the inspector and obtain a copy of any inspection reports. If a data request is required, the following link can be used.

<https://bloomingtonmn.justfoia.com/Forms/Launch/d705cbd6-1396-49b7-939e-8d86c5a87deb> (Government Data Practices Act request form).

BROOKLYN CENTER

Introduction

Residential rental units in Brooklyn Center must be licensed. Before a rental dwelling license is issued, a compliance official inspects the property to determine that all life and health safety violations or discrepancies have been corrected. The City has a formal housing maintenance complaint process. Upon receiving a complaint, a code enforcement officer inspects the property, and may issue a compliance notice letter to correct a violation.

Links

<http://bc-img.ci.brooklyn-center.mn.us/WebLink/DocView.aspx?id=798327&dbid=0&repo=BrooklynCenter>

Chapter 12 – Building Maintenance and Occupancy Ordinance.

www.ci.brooklyn-center.mn.us/index.aspx?NID=316

The general rental property website, which provides links to additional information.

<http://www.ci.brooklyn-center.mn.us/index.aspx?NID=283>

The website provides ownership information for licensed residential rental property.

www.ci.brooklyn-center.mn.us/DocumentCenter/Home/View/119

The website provides a link to a comprehensive Rental Property Maintenance Checklist.

www.ci.brooklyn-center.mn.us/index.aspx?NID=227

The website explains the rental housing maintenance complaint process and contains links to the housing maintenance and health codes.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Xiong Thao, Housing and Community Standards Supervisor, XThao@ci.brooklyn-center.mn.us (763.569.3433).

Copies of Compliance Notice Letters

The tenant or the tenant's attorney can determine if an inspection has been done, and if so, the name of the inspector, and if a Compliance Notice Letter has been issued by calling the City at 763.569.3433. The City will provide copies of Compliance Notice Letters to tenants directly without requiring a Minnesota Government Data Practices Act request. Therefore, the easiest way to obtain a copy of a Compliance Notice Letter is to have the tenant, as opposed to the attorney, request it.

BROOKLYN PARK

Introduction

Residential rental units in Brooklyn Park must be licensed and are subject to an annual inspection. Following the inspection, and assuming the unit complies with applicable codes, the inspector issues a compliance certificate, which enables the owner to renew the rental license. The licensing and code compliance programs are administered by the Code Enforcement and Public Health Department (CEPH). Inspectors are assigned by designated inspection areas.

Links

[http://library.amlegal.com/nxt/gateway.dll/Minnesota/brooklyn/brooklynparkmncodeofordinances?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:brooklynpark_mn](http://library.amlegal.com/nxt/gateway.dll/Minnesota/brooklyn/brooklynparkmncodeofordinances?f=templates$fn=default.htm$3.0$vid=amlegal:brooklynpark_mn)

Chapter 106 of the Code of Ordinances – International Property Maintenance Code.

<https://www.brooklynpark.org/code-enforcement/>

The website explains the code enforcement process and contains links to the applicable City codes and the means of contacting the City to make a housing maintenance code complaint.

<https://gis.brooklynpark.org/neighborhoodinfo/>

This page allows a person to identify the code enforcement inspector assigned to a particular property. Enter the address and the information is displayed along the left side of the page.

<https://www.brooklynpark.org/city-government/data-practices/>

Minnesota Government Data Practices Act request form.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Keith Jullie, Rental and Business Licensing Manager, keith.jullie@brooklynpark.org (763.493.8094).

Jason Newby, CEPH Manager, jason.newby@brooklynpark.org (763.493.8072).

Pang Yang, CEPH Program Assistant, pang.yang@brooklynpark.org (763.493.8070).

Jeffrey Satzinger, Rental Property Inspector, jeff.satzinger@brooklynpark.org (763.493.8085).

Copies of Correction Orders

The tenant or the tenant's attorney can determine if an inspection has been done, and if so, the name of the inspector, and if a Correction Order has been issued by calling the City at 763.493.8094. The City will provide copies of Correction Orders to tenants directly without requiring a Minnesota Government Data Practices Act request. Therefore, the easiest way to obtain a copy of a Correction Order is to have the tenant, as opposed to the attorney, contact the City.

CRYSTAL

Introduction

Pursuant to Crystal's Housing Maintenance Code, residential rental units in Crystal must be licensed and inspected annually. The Community Development Department administers the licensing and inspections program and responds to Housing Maintenance Code complaints. Inspections are usually performed by Building and Housing Inspector Annette Brustad (contact information below). The key contact person in the Community Development Department for rental housing issues is Chee Yang, Rental Licensing Specialist (contact information below). A tenant who wishes to make a complaint can use the complaint form below or contact Mr. Yang's office by telephone.

Links

https://crystal.hosted.civiclive.com/resident/community_development/rental_licensing_and_inspections

The website explains the rental housing licensing process, and provides links to a Rental Licensing Guide, which contains a comprehensive list of housing maintenance requirements, and the Property Maintenance Code.

https://crystal.hosted.civiclive.com/UserFiles/Servers/Server_10879634/File/Resident/Community%20Development/Rental%20Licensing/City_Code_425.pdf

Housing Maintenance Code.

https://www.crystalmn.gov/resident/community_development/code_enforcement

The website contains a housing maintenance code complaint form and a telephone number (763.531.1143) to contact the code enforcement specialist.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Chee Yang, Rental Licensing Specialist, Community Development Department,
chee.yang@crystalmn.gov (763.531.1142).

Annette Brustad, Building and Housing Inspector, Community Development Department,
Annette.brustad@crystalmn.gov (763.531.1149).

Copies of Correction Orders

To determine if correction orders have been issued and to obtain copies of correction orders, the tenant, or the tenant's attorney, may contact Mr. Yang's office. A formal Minnesota Government Data Practices Act request is not required.

EDEN PRAIRIE

Introduction

Residential rental units in Eden Prairie must be licensed. Units are inspected every four years by inspectors from the Fire Inspections Division. Inspectors also respond to tenant complaints.

Links

<https://www.edenprairie.org/city-government/departments/fire-department/building-permits-and-applications/rental-housing-information>

The website explains the rental housing licensing and regular inspections processes and contains a list of commonly found inspection code violations.

<https://www.edenprairie.org/home/showdocument?id=89>

Eden Prairie City Code.

<https://www.edenprairie.org/i-want-to/report/maintenance-issue>

The page contains a report form that can be used to report a housing maintenance code issue.

<https://www.edenprairie.org/home/Components/Form/Form/76682d3d6ec14251a2744e79cfdbdc12/369?npage=2>

The page contains a message form for contacting the Fire Inspections Division that can be used to report a housing maintenance code issue.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Kevin Schmieg, Building Inspections Manager (952.949.8340).

Copies of Repair Orders

Contact Kevin Schmieg to determine if an inspection has been conducted and repair orders issued, and to obtain copies of repair orders.

EDINA

Introduction

Presently, the City of Edina does not license residential rental property, although a proposed licensing ordinance will be considered by the City Council. The City does enforce the provisions of the Property Maintenance Code (see link below) on a complaint basis. Enforcement is handled through the office of the Community Health Administrator, Jeff Brown (contact information below). A tenant may initiate a complaint by contacting Mr. Brown's office, and an inspector will perform an inspection and issue a compliance order, if there is a violation.

Links

<https://www.edinamn.gov/213/Housing>

The website allows for a message to be sent to the Health Division and contains links to the Health Division officials and to a Healthy Homes Maintenance Checklist.

https://library.municode.com/mn/edina/codes/code_of_ordinances

The Edina City Code, which includes Chapter 20, Article VI, the Property Maintenance Code.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Jeff Brown, Community Health Administrator, jbrown@EdinaMn.gov (952.826.0466).

Copies of Correction Orders

To determine if correction orders have been issued and to obtain copies of correction orders, the tenant, or the tenant's attorney, may contact Mr. Brown's office. A formal Minnesota Government Data Practices Act request is typically not required.

GOLDEN VALLEY

Introduction

Residential rental property in Golden Valley must be licensed, and one third of the units in each multi-family building are inspected each year. The Housing Maintenance Ordinance is enforced by the Fire Department. A tenant may register a complaint by calling 763.593.8057, and an inspection will be done. The tenant would call the same number to determine if an inspection has been done and a Correction Order issued, and to identify the official who conducted the inspection.

Links

www.goldenvalleymn.gov/homeyard/rent/index.php

The website sets forth the residential rental property licensing requirements and contains a list of currently licensed properties with some ownership information.

https://library.municode.com/mn/golden_valley/codes/code_of_ordinances?nodeId=PTIGEOR_CH16LITAMIRE_ARTIIREHOLI_S16-53PU

Golden Valley City Code Housing Maintenance Provisions.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Jill Lund, Administrative Assistant, Fire Department, jlund@goldenvalleymn.gov (763.593.8057).

Ted Massicotte, Deputy Fire Chief, tmassicotte@goldenvalleymn.gov (763.593.8057).

Copies of Correction Orders

To receive a copy of a Correction Order, a tenant must submit a City of Golden Valley Data Request Form. An attorney representing a tenant must also submit the Form, and in addition, a signed authorization from the tenant.

MINNETONKA

Introduction

Minnetonka does not license residential rental property. It has adopted and does enforce the International Property Maintenance Code. Complaints by tenants can be made through the Minnetonka Mike interactive website (link below) or by calling John Weinand of the Environmental Health Department at 952.939.8272.

Links

<https://codes.iccsafe.org/content/IPMC2018/preface>

International Property Maintenance Code.

[http://minnetonkamn.mycusthelp.com/WEBAPP/_rs/\(S\(bxxtua4jslyeytlxvlp4ki2\)\)/RequestSelect.aspx?sSessionID=&cat=3](http://minnetonkamn.mycusthelp.com/WEBAPP/_rs/(S(bxxtua4jslyeytlxvlp4ki2))/RequestSelect.aspx?sSessionID=&cat=3)

Minnetonka Mike request for information page.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

John Weinand, Environmental Health Department (952.939.8272).

Alisha Gray, Economic Development and Housing Manager (952-939-8285).

Copies of Repair Orders

Call Mr. Weinand to determine if an inspection has been conducted and to obtain a copy of any repair orders issued.

NEW HOPE

Introduction

New Hope administers a rental dwelling unit registration permit and maintenance program which requires annual registration. Approximately every three years, the city contacts multifamily rental property owners by mail to schedule an inspection. Property owners are responsible for contacting all tenants to notify them of the inspection. At the time of inspection, the city inspector may identify required corrections or repairs. The owner must complete the required corrections within 15 days of the initial inspection.

Links

<https://cityofnewhope.hosted.civiclive.com/cms/one.aspx?portalid=9826709&pageid=11152312>

The page explains the rental dwelling unit registration permit and inspection program and has a link to a rental inspection criteria checklist.

<https://cityofnewhope.hosted.civiclive.com/cms/one.aspx?portalid=9826709&pageid=12536074>

The page contains a form to report a housing maintenance problem.

https://library.municode.com/mn/new_hope/codes/code_of_ordinances?nodeId=CD_ORD_CH3_BUSIRE_S3-32CEPRMARE

New Hope City Code, including the Property Maintenance Code.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Eric Piper, Housing/Code Enforcement Inspector, (763.531.5124).

Johnny Vang, Housing/Code Enforcement Inspector, (763.531.5116).

Copies

The City of New Hope considers the results of a completed rental inspection to be a public document, and it is available to a tenant or the tenant's attorney upon request.

PLYMOUTH

Introduction

Rental housing in Plymouth must be licensed. Multi-family buildings are inspected by the City every year and must be maintained in compliance with the property maintenance provisions of the City Code. Rental housing maintenance complaints are handled by the Building Department, and a complaint can be registered by calling 763.509.5445. If a complaint involves the inside of a rental dwelling, an inspector schedules an inspection with the owner and the tenant, and the tenant receives a copy of any Correction Notice.

Links

<https://www.plymouthmn.gov/departments/community-development/rental-licensing>

The page explains the rental housing license and inspection program and contains a link to the City Code.

<https://www.plymouthmn.gov/home/showdocument?id=751>

Plymouth City Code.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Warren Kulesa, Housing Inspector, WKulesa@plymouthmn.gov (763.509.5445; 763.242.5907).

Copies of Correction Notices

The tenant can obtain a copy of any Correction Notices by contacting Mr. Kulesa's office. If an attorney requests a copy on behalf of the tenant, the City will contact the tenant to verify the representation before providing the Correction Notice to the attorney. A Minnesota Government Data Practices Act request is not required.

RICHFIELD

Introduction

Richfield residential rental property must be licensed and inspected annually. Housing maintenance code violation complaints are followed by an inspection and possible issuance of a notice of violation to the owner. If a tenant wishes to request an inspection, the tenant may call the inspection line at 612.861.9860 and schedule an inspection.

Links

www.richfieldmn.gov/departments/community-development/permits-inspections-licenses/rental-license-inspections

The page describes the rental housing licensing and inspections process and contains links to a list of licensed properties by address and a list of common rental housing corrections.

<http://www.richfieldmn.gov/departments/public-safety/support-services/report-a-code-violation>

The page explains the process for making a housing maintenance code violation complaint and contains a link to a Report a Code Violation Form.

https://library.municode.com/mn/richfield/codes/code_of_ordinances

Richfield City Code, including Chapter IV, Sections 405-407, covering rental housing licensing and maintenance.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Jennifer Grinde, Housing Inspector, jgrinde@richfieldmn.gov (612.861.9883).

Alan Voracek, Housing Inspector, avoracek@richfieldmn.gov (612.861.9863).

Copies of Inspection Orders

Open rental inspections orders are considered public information, and are available to a tenant or the tenant's attorney upon request.

ROBBINSDALE

Introduction

Residential rental property in Robbinsdale must be licensed by the City. A license is valid for two calendar years and is contingent upon an inspection by an inspector from the Housing Department, Code Enforcement Division. If the inspector finds a violation of the Housing Property Maintenance Code, the property owner is ordered to correct the violation. Complaints of suspected Code violations are accepted by the Housing Code Section of the Code Enforcement Division.

Links

www.robbinsdalemn.com/city-government/property-information/community-development/rental-housing-information

This page describes the residential rental property licensing program and contains a link to the Housing Code.

<http://www.robbinsdalemn.com/home/showdocument?id=728>

Robbinsdale City Code, including Section 425 – Property Maintenance Code.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

763.531.1261 (Code Enforcement Division, Housing Code Section).

roce@ci.robbinsdale.mn.us (residential rental property licensing).

pconnolly@ci.robbinsdale.mn.us (code violation complaints).

Copies of Code Violation Notices

To determine whether an inspection has been performed, to identify the inspector, and to obtain copies of any Violation Notices that have been issued, contact the Code Enforcement Division, Housing Code Section at the above number.

SAINT LOUIS PARK

Introduction

Residential rental properties in Saint Louis Park must be licensed by the City. Licensing and inspections are administered by the Licensing Department and the Inspections Services Department. Residential rental units are inspected by inspectors from Inspection Services approximately every two years. In addition to these periodic inspections, one of five property maintenance inspectors will perform an inspection upon receiving a complaint from a tenant. A complaint can be registered by calling the inspection services counter at 952-924-2584, and the complaint will be considered anonymous. All inspection results are entered into an electronic system by address, and upon request of a tenant or the tenant's attorney to Inspection Services, staff will provide information identifying the inspector and the results of the inspection. In both types of inspections, if the inspector identifies a violation of the City Property Maintenance Code, the inspector will issue an Inspection Report to the owner requiring corrective action. Upon issuance, Inspection Reports are considered public information.

Links

www.stlouispark.org/home/showdocument?id=1156

St. Louis Park City Code of Ordinances, including Chapter 8 – Rental Housing Licensing and Maintenance.

<http://www16.co.hennepin.mn.us/pins/addrsrch.jsp>

The Hennepin County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Brian Hoffman, Director of Inspections, bhoffman@stlouispark.org (952.924.2584).

Ann Boettcher, Inspection Services Manager, aboettcher@stlouispark.org (952.924.2504) (point of contact for Inspection Services).

Copies of Violation Notices

Copies of Inspection Reports are considered public information and are available upon request to Inspection Services at 952-924-2584.

SAINT PAUL

Introduction

Residential rental properties in Saint Paul must have a valid Certificate of Occupancy issued by the Department of Safety and Inspections, Fire and Safety Inspection Division, in accordance with Chapter 40 of the Saint Paul Code of Ordinances (see link below). A building cannot be occupied or used in the absence of a Certificate of Occupancy. Properties are graded A – D based upon the Property Maintenance Code violation history and are regularly inspected at intervals based on the grade. In addition, receipt of a complaint will generate an inspection. If Code violations are found during an inspection, a Violation Compliance Letter is issued to correct the violations. Housing maintenance code complaints can be made using a complaint form (see link), by email (see link), or by telephone (see link). Comprehensive information regarding any residential rental property, including whether it is covered by a valid Certificate of Occupancy, can be viewed by entering the property address in the search engine accessible through the second link below.

Links

https://library.municode.com/mn/st._paul/codes/code_of_ordinances?nodeId=PTILECO_TITVI_BUHO_CH40FICEOC_S40.13PE (Saint Paul Code of Ordinances).

<https://online.stpaul.gov/stpaulportal/sfjsp?interviewID=PublicSearch> (property address search engine).

<https://www.stpaul.gov/departments/safety-inspections/property-code-enforcement>

The page includes links to the Property Maintenance Code and a housing maintenance complaint form.

dsicomplaints@ci.stpaul.mn.us (complaint by email; 651.266.8989 for complaint by telephone).

<https://www.stpaul.gov/sites/default/files/Media%20Root/Safety%20%26%20Inspections/Fire%20CofO%20Grading%20Handout.pdf> (Owner’s Guide for Improving Fire Inspection Grades, which sets forth the grades and required inspections schedule and a list of common housing maintenance problems).

<https://www.stpaul.gov/departments/safety-inspections/certificate-occupancy-map>

The Saint Paul interactive map showing the locations of buildings with Certificates of Occupancy by grades A – D.

<https://www.stpaul.gov/departments/safety-inspections/fire-inspections>

This page explains the Certificate of Occupancy program for one- and two-family residences and multifamily residential buildings and contains a link under multifamily buildings to a useful inspection checklist.

<https://beacon.schneidercorp.com/application.aspx?app=RamseyCountyMN&PageType=Search>

The Ramsey County property information website, which provides ownership, taxpayer, and construction date information for any address in the County.

Contacts

Department of Safety and Inspections (651.266.8989).

Angie Wiese, Fire Safety Manager, angie.wiese@ci.stpaul.mn.us (651.266.8953).

Leanna Shaff, East Inspections Supervisor, leanna.shaff@ci.stpaul.mn.us (651.266.8980).

Adrian Neis, West Inspections Supervisor, Adrian.neis@ci.stpaul.mn.us (651.266.8992).

Copies of Violation Compliance Letters

To determine whether there are outstanding Violation Compliance Letters applicable to a residential rental property, and to obtain copies of any outstanding letters, an attorney may contact the Department of Safety and Inspections at the above number.

APPENDIX A: Habitability Inspection Checklist

PROBLEM	WHEN STATRTED	DESCRIPTION AND LOCATION
<u>Infestations</u>		
___ Mice/Rats	_____	_____
___ Cockroaches	_____	_____
___ Bed Bugs	_____	_____
___ Other	_____	_____
<u>Electrical</u>		
___ No Smoke Detector(s)	_____	_____
___ Broken Smoke Detector(s)	_____	_____
___ Exposed Wiring	_____	_____
___ Short Circuits	_____	_____
___ No Outlet Cover Plates	_____	_____
___ Other	_____	_____
<u>Plumbing</u>		
___ No Water	_____	_____
___ No Hot Water	_____	_____
___ Clogged Pipes/Toilet	_____	_____
___ Bad Water Pressure	_____	_____
___ Dripping Faucets	_____	_____
___ Water Leaks	_____	_____
___ Other	_____	_____
<u>Windows</u>		
___ Missing/Torn Screens	_____	_____
___ Missing Storm Windows	_____	_____
___ Broken/Cracked Glass	_____	_____
___ Missing/Broken Locks	_____	_____
___ Other	_____	_____
<u>Doors</u>		
___ No Deadbolts	_____	_____

___ Broken Locks _____

___ Missing/Broken Door Knobs _____

___ Other _____

Walls/Ceilings/Floors

___ Chipped/Flaking Paint _____

___ Holes/Cracks in Walls _____

___ Holes/Cracks in Ceilings _____

___ Holes in Carpet/Floor _____

___ Missing/Broken Floor Tiles _____

___ Other _____

Furnace

___ Not Enough Heat _____

___ Gas Leaks _____

___ Other _____

Appliances/Counters

___ Broken Stove/Oven _____

___ Broken Refrigerator/Freezer _____

___ Holes/Cracks in Counters _____

___ Other _____

Security/Privacy

___ Illegal Entry by Landlord _____

___ Disturbance by Tenants _____

___ Break-ins/Vandalism _____

___ Other _____

Other Problems

___ Bare Patches in Yard _____

___ Unhealthy Trash Containers _____

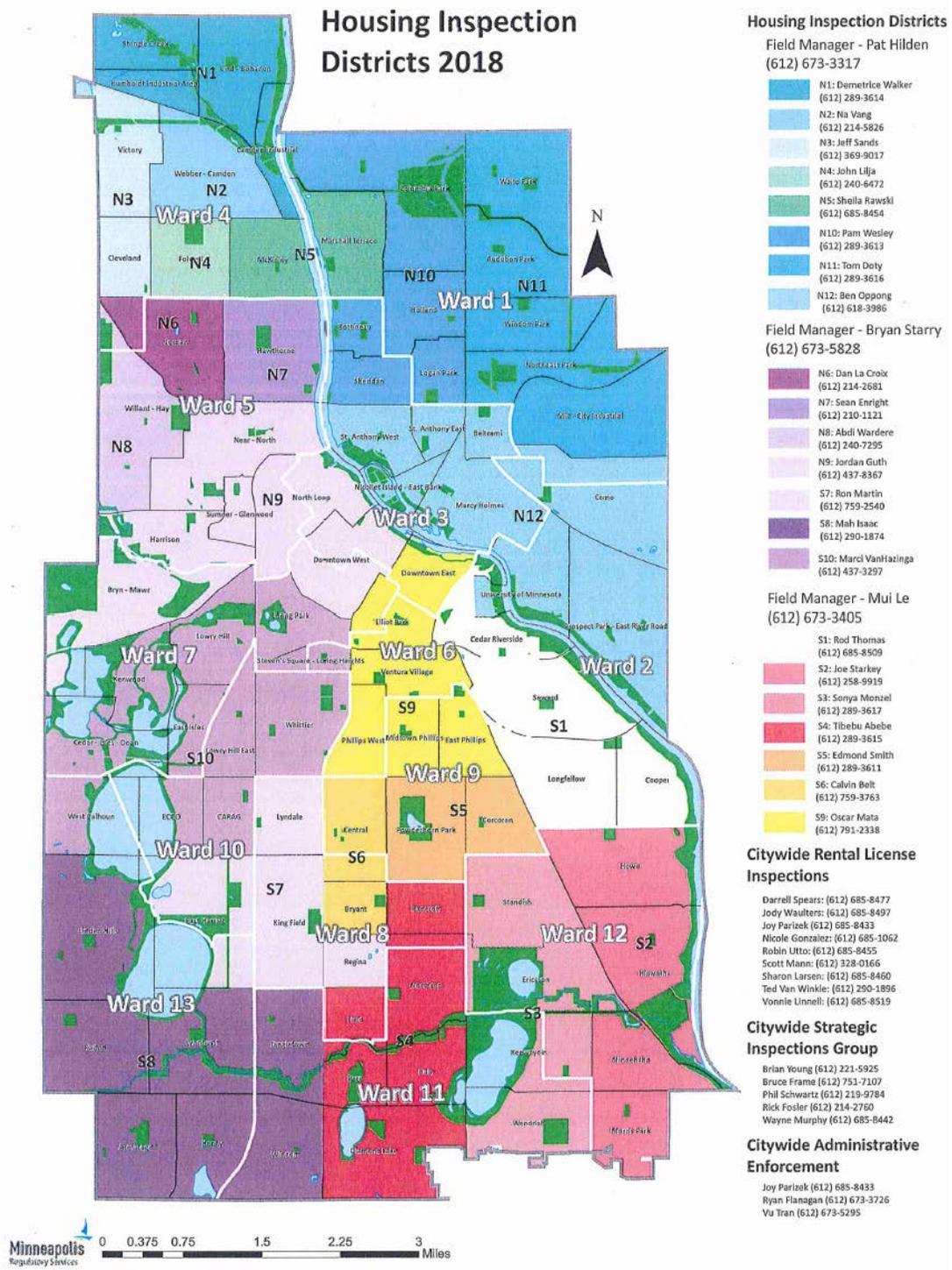
___ Problem with Garage _____

___ Leaky Basement _____

___ Shared Utility Meter _____

___ Other _____

APPENDIX B: Minneapolis Housing Inspection Districts and Inspectors



APPENDIX C: Private Inspectors

In rent escrow, TRA, ETRA, and *Fritz* defense cases where an inspection has been performed by a city inspector and repair orders issued, you will call the inspector as a fact witness and an expert to testify at trial. However, in cases where an inspection has not been performed by a city inspector, for example, in rent escrow cases where the tenant has given a 14-day repair notice, or where additional expert testimony would be helpful, you should consider retaining a private inspector.

Because of the difficulty in proving the existence of mold and its causation to health problems, and due to the lack of expertise of city housing maintenance code inspectors in this area, a private mold inspector will be very important in serious mold cases. Likewise, in rodent, insect, and bed bug infestation cases, a private infestation expert could be helpful in providing fact testimony as to the extent of the infestation and expert testimony on eradication.

Following are some factors to consider in your determination whether to retain a private inspector:

- Need for an inspection on an expedited basis.
- Special proof problems, as mentioned above.
- Scope of the case, for example, TRA, ETRA, and rent escrow cases with multiple tenants as plaintiffs.
- Need for expert testimony to justify a request for significant rent abatement.
- Need of expert testimony to support a request for court-supervised remediation and repairs.

Following are the names and contact information for three private inspectors who have been used in Hennepin County cases:

Dr. Mohammed El Damir (**infestations**)

Technical and Training Director

Adams Pest Control

mohammed@adamspestcontrol.com

(763) 478-9810

Vickie Swenson (**mold**)

Minnesota Mold Inspection

vswenson@mnmold.com

(612) 508-2742

John Trostle (**general conditions**)

johntrastle@comcast.net

(612) 715-0251