

FREQUENTLY ASKED QUESTIONS

Updated 06/15/2009

Abandoned Cars – (DSI – Code Enforcement) 651-266-1900

Abandoned Cars on the Street – (SPPD) 651-291-1111

Address # assign (new) – (PW) Tanya Townsend 651-266-6153

Adult Book Store – Zoning Wendy Lane 651-266-9081

Air Conditioning – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044

Air Quality, Pollution ?s - Environmental Health Inspectors / Pete Kishel 651-266-9133

Alarm Permits & False Alarms – Clerks Marcy Schillinger 651-266-9107

Alcohol Awareness Program (required for St. Paul Bartenders) - Miles Canning (trainer) 651-470-9025 / **Licensing** Kris Schweinler 651-266-9110.

Alcohol Sales – Licensing Kris Schweinler 651-266-9110

Alleys (garbage) – (DSI - Complaints) 651-266-8989

Animal ?s - Animal Control Center 651-266-1100

Animal Complaints – (ACC) 651-266-1100 / (DSI - Complaints) 651-266-8989.

Animal Control Center (ACC) – 651-266-1100

Animal Permits:

4 or More Dogs or Cats – (ACC) 651-266-1100

Any Exotics – (ACC) 651-266-1100

Animal Reports - Police reports, record checks, and animal bite reports as well as information contained on these reports cannot be released to the public from the DSI Office without prior authorization from the City Attorney's Office.

Antenna (review& issue permits) – Zoning Mary Montgomery 651-266-9088

Apartment or House Rental Inspection (DSI – Fire Inspections) 651-266-9090

Areaways or Chutes Bonds - (PW) 651-266-6150

Asbestos - How to remove asbestos, must contact a Licensed Contractor, etc. **State Health Dept.** 651-201-4620 (Sick Building Syndrome 651-201-4601) or **Pollution Control Agency (PCA)** 651-296-6300

Assessments - within the City 651-266-8858, suburban to Ramsey County 651-266-2000.

Attic - Plan Examiners 651-266-9007

Auctioneer License - Ramsey County 651-266-8500

Awning / Canopy Certificate:

Clerks Geri Boyd 651-266-9100 for insurance purposes if over a public side walk

Plan Examiners 651-266-9007 to put up & get permit

Back Flow Water Questions – Water Department

Plumbing Inspectors 651-266-6270

Banners/Billboard – Zoning Yaya Diatta 651-266-9080 /

Karen Zacho 651-266-9084

Barber/Beauty Shop Complaints – MN Commerce Dept. 651-296-4288

Barbed Wire insurance & fees – Clerks 651-266-9090

Barking Dogs – (ACC) 651-266-1100

Better Business Bureau – 651-699-1111

Bidding on City Jobs – Contract & Analysis Services 651-266-8900

Billboards – Zoning Yaya Diatta 651-266-9080 / Wendy Lane 651-266-9081

Birth/Death Records Certificates – Ramsey County Vital Statistics 651-266-1333

Block Party Permit - St. Paul Police Community Services Unit 651-266-5485

Blue Prints - DSI does not have these. The builder should have them.

Board of Zoning (BZA) – Zoning John Hardwick 651-266-9082 / Debbie Crippen 651-266-9144

Boat License (MN DNR) – 651- 296-6157

Boiler License - State of MN, Dept. of Labor 651-284-5080

Boiler Inspection - Mechanical Inspectors 651-266-9004

Bond for License - Clerks 651-266-9090

Boulevard - flowers/plants – (PW) 651-266-6151 - you can plant flowers or plants on blvd - height can't exceed 18".

BRC – (Business Review Council) Robert Humphrey 651-266-9123

Brush - to dispose of 651-644-sort (651-644-7678)

Building ?s – Building Inspectors 651-266-9002

Building Code ?s - Plan Examiners 651-266-9007

Building Code Books - to buy, (State) 651-284-5012 – (State Documentation Center), also avail @ Libraries

Building Code Hearings - Council Research 651-266-8575

Building Code Equivalencies - Building Official - Jim Bloom 651-266-9071

Burglar, Security, False Alarms - Clerks Marcy Schillinger 651-266-9107

Business (New) – Project Facilitators / Jeff Fischbach 651-266-9106

Business (Out of Home/Garage) - Zoning 651-266-9008

Business License – (State) 651-556-8425

Business Licenses, St. Paul Clerks 651-266-9090 / Christine Rozek 651-266-9108

Business Loans (Small) – (PED) 651-266-2803

Business Resource Center - (PED) 651-266-6600

Business Review Council – (BRC) Robert Humphrey 651-266-9123

Cab Drivers – Licensing Rich Jents 651-266-9116

Cab Inspections – Vehicle Services 651-645-0648

Cab License -Licensing Rich Jents 651-266-9116

Camp Fire Permits - Fire Prevention 651-266-8945 (yes allowed in private yards for cooking in an approved device

i.e. barbecue grills, barbecue pits or other device approved by the fire marshal, when fuel area is 3ft or less in height, when the fire is not within 25 ft of a structure or combustible material).

Car Dealer License – Clerks 651-266-9090

Car washes - don't need to be licensed but **Zoning** approval required 651-266-9008

Carbon Monoxide – Fire 651-266-9090

Catering License – Environmental Health Peter Kishel 651-266-9133

Cats - No license needed, Current Rabies vaccination tag on collar if outdoors, more than 3 per house call **(ACC)** 651-266-1100.

Cell Phone Antenna Permits – Zoning Mary Montgomery 651-266-9088

Certificate of Competency EXAMS - Applications, exam dates or test scores - **Clerks** 651-266-9090, other questions to Senior Inspector of that trade

Certificate of Insurance –

Barbed wire fence & Business – Gery Boyd 651-266-9100

Signs – Geri Boyd 651-266-9100

Certificate of Occupancy (C of O):

Clerks 651-266-9090 if vacant building, new or remodel

Fire 651-266-9090 if triplex or higher

Certificate of Occupancy: (Provisional)

Invoice ?s – Maynard Vinge 651-266-9057 / Jean LaClare 651-266-9058

Issue the Certificate – Fire 651-266-9090

Chimney Liner – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044

Churches - New / start up – **(State)** 651-556-8425

Cigarette Fines – Annette 266-9018 or Ellen 266-9059

Cigarette Sales to Minors – Licensing Kris Schweinler 651-266-9110

Cigarette Vending Machines – not allowed in Saint Paul

City Attorney - 651-266-8710

City Clerk - 651-266-8688

City Council Hearings (re DSI issues) - Christine Rozek 651-266-9108

City Lot for Sale – 651-266-8850

City Youth Fund – Gambling Peg Fuller 651-266-9117

Clean Fill, Dumping, Grading Permits – Zoning Tom Beach 651-266-9086

Coast Guard - has inspection jurisdiction for **permanently moored vessels** such as the Mildred Pierce, 105 Harriet Island Rd. Permits of on-board construction improvements obtained through them rather than City. The City will still issue permits and inspect Utility connections on dock.

Permits from Coast Guard: contact Jason Neubauer jneubauer@msd.stpaul.uscg.mil

Code Compliance Inspection – Vacant Buildings 651-266-8989

Code Compliance Report – Clerks Maxine Linston 651-266-9150

Code Quests:

Building: Plan Examiners 651-266-9007

Electrical: Dick Owen 651-266-9031

Elevator: Bob Fox 651-266-9011

Environmental Health: Bill Gunther 651-266-9132

Gambling: Peg Fuller 651-266-9117

Mechanical: Jerry Hanson 651-266-9044

Plumbing: Denny Watters 651-266-9051

Vacant Buildings: 651-266-8989

Warm Air/Vent: Ron Haider 651-266-9063

Zoning: Wendy Lane 651-266-9081

Collections for Criminal Fines – Christine Rozek 651-266-9108

Comcast Cable lines - City Cable Office 651-266-8870

Commerce, MN Dept. of :

651-284-5069 (Licensing)

651-296-2488 (Complaints)

651-296-4026 (General Info)

Commercial Vehicle Parking Permit – Clerks 651-266-9090

Competency Cards - Clerks 651-266-9090

Competency Card Renewals – Front counter

Complaints - (DSI - Complaints) 651-266-8989

Bldg w/o pmt - (If people are there working at time of call, call inspector for area & notify) or write up for inspector to check on

Compliance Letters for Zoning – Zoning Karen Zacho 651-266-9084

Concrete - Plan Examiners 651-266-9007 / **Building Inspectors** 651-266-9002

Condo Conversion - City Clerk 651-266-8686

Connect Water from Street to Homes - Water Dept 651-266-6270

Contractor license verification – Front Counter Clerks

Copy of Zoning Code – (PED) Paul Dubruiel 651-266-6583

Cosmetology - Dept of Commerce 651-284-5069

Courthouse Info.(City Hall, Ramsey County) 651-266-8500

Courtesy Benches – Clerks 651-266-9090 / for ordinance enforcement **(PW)** 651-487-4700

Credit Card (Accepted Here) - American Express, Discover, Master Card and Visa.

Curb Cutting - (PW) Cindy Wood 651-266-6120

Curb Cutting (Review locations for PW) – Zoning Mary Montgomery 651-266-9088

Cutting Your Own Tree - No License or Permit required.

Dangerous Dogs

Hearings/Seizure Requests – Bill Gunther 651-266-9132

Report a Dog – (ACC) 651-266-1100

(Potentially) Dangerous Dogs Hearing Requests – Barb McGonigal-St Dennis 651-266-9137

Day Care:

Food Services – Environmental Health Bill
Gunther 651-266-9132
Private Homes (County Lic 651-266-3779)
Centers (State Lic 651-296-3978)

Dead Animals on the Street – (PW) 651-292-6600

Demolition Permit – Clerks 651-266-9090

Demolition Contractors – Clerks 651-266-9090

Department of Commerce - (State) 651-296-4026

Department of Health – (State) 612-201-5000

Department of Labor & Industry - (State) 651-284-5005

Department of Natural Resources - (State) 651-296-6157

Design Section – (PW) 651-266-8850

DIG (call before you dig) - Gopher State One 651-454-0002 or 1-800-252-1166 (locate underground wire locations)

Disposal Hot Line (Ramsey County) Recycling/Solid Waste Disposal 651-633-3279

Dog Bites - (ACC) 651-266-1100

To report that a dog/animal bit a person – Police Dept. 651-291-1111

To report that a dog/animal bit another animal – (ACC) 651-266-1100

Dog Kennels - for building specs 651-266-1100. Fence Permit required.

Dog Licenses:

Clerks Karen Olson 651-266-9143 / Cissy Wetschka 651-266-9018 / Debbie Crippen 651-266-9144.

MORE THAN 3 DOGS OR 3 CATS: (ACC) 651-266-1100

ANY EXOTICS: (ACC) 651-266-1100

Drivers License – (State) 651-297-3298

Driveways – (PW) 651-266-6120. On owner's property or close to neighbor's property line: **Zoning** 651-266-9008.

Duplex Checks – Zoning Karen Zacho 651-266-9084 / Mary Montgomery 651-266-9088

Dumping (DSI - Complaints) 651-266-1900

Dumpster – (PW) (Use of Street) Public Right of Way, 651-266-6151. Public Works is only allowed to issue dumpster permits to the company that owns the dumpster.

Easement Information - Zoning 651-266-9008

Egress Windows - Plan Examiners 651-266-9007

Electrical ?s – Electrical Inspectors 651-266-9003 / Dick Owen 651-266-9031

Electrical inspections or permits (outside St Paul) 651-284-5031

Electrical Licensing – (State) 651-284-5031

Electrical Meters:

Damage/Repair - Xcel Energy 1-800-628-2121

Move Them - Electrical Inspectors 651-266-9003

Electric Permits: (State) 651-284-5031, **(City)** 651-266-9003

Elevator ?s – Elevator Inspectors 651-266-9010 / Bob Fox 651-266-9011 (Geri Boyd 651-266-9100 sends out reports, certificates & bills)

E-Mail Addresses:(City)

firstname.lastname@ci.stpaul.mn.us

Emergency - (911)

Energy Calculations - Warm Air Inspectors 651-266-9006

Environmental Health ?s Bill Gunther 651-266-9132

EPA - (MN PCA) 651-296-6300

Event list - (for city) Robert Humphrey 651-266-9123

Exam Info for Trades – (Exam Dates & Scores) – Clerks

For qualifications or application, call Senior of the Trade.

Exotic Animal – (ACC) 651-266-1100. Need Keeping of Animal permit

False Alarms – Clerks Marcy Schillinger 651-266-9107

Farmers Market:

New Applicant – Project Facilitators Jeff

Fischbach 651-266-9106

Food Related – Environmental Health Bill Gunther 651-266-9132

Fences - Plan Examiners 651-266-9007 / **Clerks** 651-266-9090 (Barbed wire fence Commercial bond Insurance policy)

Fence Variance - Building Inspectors Joe Ehrlich 651-266-9021

Filming in St. Paul - Mayor's Marketing 651-266-6770

Fire Arms – (SPPD) 651-291-1111

Fire Certificate of Occupancy - See Certificate of Occupancy

Fire Hydrants - Water Dept (Dispatch) 651-266-6868

Fire Permits (Opening Burning) - Fire Prevention 651-266-9090 (yes allowed in private yards for cooking in an approved device (i.e. barbecue grills, barbecue pits or other device approved by the fire marshal) when fuel area is 3ft or less in height, when the fire is not within 25 ft of a structure or combustible material).

Fire Prevention – Apartment Inspections for Triplex or higher and all Commercial 651-266-9090

Fire Report – Plan Examiners 651-266-9007

Fireplace:

Gas – Mechanical Inspectors 651-266-9004 / Sr Inspector Jerry Hanson 651-266-9044.

Regular wood – Building Inspectors 651-266-9002 / Sr Inspector Joe Ehrlich 651-266-9021

Fireworks /Fireworks Stand- Fire Prevention 651-266-9090.

Flood Information/Flood Map - www.fema.gov, - once at website, go to FEMA Flood Map Store. 1-800-358-9616
NOT ZONING

Flood Inspections - Fire Prevention 651-266-9090.

Flood Plain – Zoning Phil Belfiori 651-266-9112

Florists/Nurseries - Are licensed through the **State of MN**.

Also must check zoning on property. **Zoning** 651-266-9008

Food:

Poisoning: Health Dept. of MN 1-877-399-3455,
Complaints: Environmental Health Bill Gunther
651-266-9132 (Not illness related)

Food Establishment License – Clerks 651-266-9090

Food Managers Certification (State) 651-201-4500

Food Poisoning – See Foodborne Illness Complaints

Food (Mobile) Vehicles – Environmental Health David
Weisberg 651-266-9094

**Food (Vending) machines & operators – Environmental
Health** Bill Gunther 651-266-9132

**Foodborne Illness Complaints (No longer called “Food
Poisoning) State Health Dept.** 1-877-366-3455

Forestry (if it’s a City tree) – 651-632-5129

Fuel Tank Removal – (Fire) 651-266-8944

Gambling ?s - Peg Fuller (Insp) 651-266-9117 / Dave
Schoen 651-266-9065

Gambling Control - (State) 651-639-4000

Garage:

Permits/Bdlg Code - **Plan Examiners** 651-266-9007
Set-backs – **Zoning** 651-266-9008

Garage Moves – Clerks 651-266-9090

Garage Sale – Zoning 651-266-9008 **Can not have more
than 3 per year or it’s a business**

Garbage (complaints of) (**DSI – Code Enforcement**) 651-
266-1900

Garbage Hauler License – Clerks 651-266-9090

Garbage Hauler List – Carrie 651-266-9056

Garbage (now called Solid Waste) Truck – Licensing
Rich Jents 651-266-9116

Gas Fireplace – Mechanical Inspectors 651-266-9004 /
Jerry Hanson 651-266-9044

Gas Line ?s – Plumbing Denny Watters 651-266-9051. All
other to **Mechanical Inspectors** 651-266-9004 / Jerry
Hanson 651-266-9044

General Information (City of St Paul) – 651-266-8989

General Information (DSI) – 651-266-9090

General Information (Ramsey County) – 651-266-8500
City Hall

Gopher (call before you dig) 651-454-0002, 1-800-252-
1166

Grand Old Days - Refer to Amanda Schultz 651-699-0029
for info. Once they have that, they can get a license from
our office by contacting Kris Schweinler 651-266-9110

Grocery Store – Environmental Health Bill Gunther 651-
266-9132

Gun Permits:

SPPD 651-266-5700 to purchase a gun.

Ramsey County Sheriff 651-266-9670 to carry a
gun.

Handicapped Accessible - **Plan Examiners** 651-266-
9007

Handicapped Parking (State) card or lic plate 651-296-
6911, in front of home (**PW**) 651-266-6200

Handrail, steps, staircase - Plan Examiners 651-266-9007

Hangar Inspections (at the Airport) – Building Inspectors
651-266-9002 / Joe Ehrlich 651-266-9021

Haulers License – Clerks 651-266-9090

Hazardous Waste Disposal - (Hotline 651-633-3279)
Res 651-633-3279

Res. Solid Waste 651-633-3279

Residential Yard Waste 651-773-4455

Health/Sports Club – Environmental Health Bill Gunther
651-266-9132

Health Dept. (State) – 651-201-5000

Heating Systems:

Warm Air 651-266-9006 / Ron Haider 651-266-9063
(Forced air, ventilation, duct work, general sheet
metal)

Mechanical 651-266-9004 / Jerry Hanson 651-266-
9044(hot water, gas burner or oil burner or boiler)

Electrical 651-266-9003 / Dick Owen 651-266-9003
(space heating)

Help Desk – 651-266-9090

Heritage Preservation (HP) General 651-266-9078

Design Review and Applications Christine
Boulware 651-266-9067 /

Planning, Survey and Designation Amy Spong
651-266-9079 /

Status of permits John Skradski 651-266-9075

Heritage Preservation Commission (HPC) Amy Spong
651-266-9079

Historical Information - Ramsey Co Historical Society
(Landmark Ctr) 651-222-0701

History Checks on house specific address - Karen Zacho
651-266-9084 / Mary Montgomery 651-266 9088

History of Houses - Refer to **Ramsey County Historical
Society** at the Landmark Center 651-222-0701.

Hmong Festival – Environmental Health Fong Lor 651-
266-9098 / Bill Gunther 651-266-9132

Hooded Parking Meters – (PW) 651-266-6151

Hot Water Heater - Plumbing 651-266-9005 / Denny
Watters 651-266-9051

House / Garage Moves – Clerks 651-266-9090

House Address/Number – (PW) 651-266-6127

House Keeper - No License

Housing Board of Appeals (City Clerk’s Office) 651-266-
8690

**Housing Code Enforcement Office (DSI – Code
Enforcement)** 651-266-1900

Housing Court – 651-266-8710

Housing Information – 651-266-6000

Housing Inspections (3+ Units) - Fire 651-266-9090

Housing/Rentals:

Complaints: **(DSI - Complaints)** 651-266-8989
Violations - Health Dept - Housing Code
Enforcement: **(DSI – Code Enforcement)** 651-266-1900

HUD 651-370-3000

Human Resources (City) 651-266-6500

Humane Society – 763-489-2235

Hydronic (Hot Water) Space Heating – Mechanical

Inspectors 651-266-9004 / Jerry Hanson 651-266-9044

Illegal Dumping (DSI - Complaints) 651-266-8989

Impound Lot – 651-266-5642

Inspections:

Building: 651-266-9002 / Joe Ehrlich 651-266-9021

Electrical: 651-266-9003 / Dick Owen 651-266-9031

Elevator: 651-266-9010 / Bob Fox 651-266-9011

Environmental Health: Bill Gunther 651-266-9132

Fire: 651-266-9090

Gambling: Peg Fuller 651-266-9117

Licensing: Christine Rozek 651-266-9108

Mechanical: 651-266-9004 / Jerry Hanson 651-266-9044

Plumbing: 651-266-9005 / Denny Watters 651-266-9005

Vacant Building: 651-266-8989

Warm Air: 651-266-9006 / Ron Haider 651-266-9063

Inspection Results (DSI) – Clerks 651-266-9090 / your inspector.

Insulation - Plan Examiners 651-266-9007 / **Building Inspectors** 651-266-9002

International Building Code Book – (State) 651-284-5012 (available at libraries)

Junk Cars (DSI – Code Enforcement) 651-266-1900 (Not running, parked yard, unlicensed, exp tabs, abandoned)

Journeyman License for Trades – Clerks 651-266-9090

Keeping of Animal Permit – (ACC) 651-266-1100

Kennel (for building specifications) **(ACC)** 651-266-1100. A fence permit is required - **Plan Examiners** 651-266-9007

Kennel License (commercial - animal shelter) Contact the **MN Board of Animal Health** (651) 201-6808 and the **USDA**

Landfill Sites (Ramsey County Public Health) 651-633-3279, Clean Fill, Dumping, Grading Permits – **Plan Examiners** 651-266-9007

Lead Paint Complaints &? – (State) 651-201-4620

Lead Poison Prevention - (Ramsey Co Health Dept) 651-266-2400

Lead Program - (Ramsey Co Health Dept) 651-266-2400

Legal Description on Property:

Ramsey County Property Records 651-266-2000

New Addresses (PW) 651-266-6127

Legal Ledger – 651-222-0059

Legislative Code/Ordinance ?'s - Robert Humphrey 651-266-9123

Liens – (City) 651-266-8858, **(Suburban)** Ramsey Co. 651-266-2000

Liquor Extension – Kris Schweinler 266-9110

Liquor License:

New license Project Facilitator 651-266-9103,

Renewal & paperwork Laura Benton 651-266-9102

Notice is sent to the district councils & to all residents within 350 ft of the proposed premises. No Notice in the paper or legal ledger.

List of Contractors - Clerks 651-266-9090

Loans (Small Business) – **(PED)** 651-266-6600

Lot Sizes - Zoning 651-266-9008

Lot Splits – Zoning 651-266-9008

Mail-order Business from home - Needs to contact post office and check with **Zoning** 651-266-9008

Maps - (Plat Maps) land records 651-266-2181, Topographic maps 651-266-6150

Marriage License - (Ramsey County) 651-266-1333

Massage Center License (New) –Environmental Health Barb McMonigal-St.Dennis 266-9137 or Diane Olson 266-9138

Massage License Renewal – Laura 266-9102

Massage Test:

Written Exams Karen 266-9143 or Pete K 266-9133

Practical Exams Healing Bodywork and Massage Therapy Group 612-378-3788

Mayor's Info & Complaint -Complaints Office (DSI) 651-266-8989

Mechanical ? - Boiler, gas heater/burners, gas piping refrigeration, gas dryers & stoves (appliances) **Mechanical Inspectors** 651-266-9004 / Jerry Hanson 651-266-9044.

Meter (Parking) Hooded – (PW) 651-266-6151

Meter Shop - (Water Dept) 651-266-6850

MN Dept. Of Commerce – 651-296-4026

MN Dept. Of Health – 651-201-5000

MN Historical Society (archives, blue prints when home was built) 259-3000

MN Pollution Control (EPA/PCA) 651-296-6300

MN State Arts Board - 651-215-1600

Mobile Food License (food carts, etc.) **Environmental Health** Dave Weisberg 651-266-9094
Mold – Environmental Health Bill Gunther 651-266-9132 / Peter Kishel 651-266-9133
Motor Vehicle License – 651-297-2126
Moving Permit (House/Garage) – Clerks Linda 266-9090 or Ellen 266-9059
Municipal Bonds – Financial Services 651-266-8800

New Addresses – (PW) 651-266-6153 Tanya Townsend
New Business – Licensing Jeff Fischbach 651-266-9106 / Larry Zangs 651-266-9109
New Grocery Stores – Environmental Health Brian Krawiecki 651-266-9134
News / Magazine Stand Permit – 651-487-7250
Noise & Pollution Complaints – Environmental Health Peter Kishel 651-266-9133
Noise Variances - Environmental Health Bill Gunther 651-266-9132
Non-profit Organization (To Open) - Secretary of State 651-296-2803
Notary 651-266-8265

O**dors – Environmental Health** Bill Gunther 651-266-9132
Oil Burners – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Old Files/Index Cards - Ramsey County 651-266-2000
On-board Permits. - (boats/permanently moored vessels- Mildred Pierce)Permits for on-board construction improvements should be obtained through the Coast Guard. Contact Jason Neubauer at 651-290-3991, jneubauer@masd.stpaul.uscg.mil
Online Permits – Clerks Ellen Speak 651-266-9059 / Annette Wald 651-266-9118 (If you need help with the online process, call Carrie Grengs 651-266-9056)
Open Permits on Property - Clerks 651-266-9090
Ordinance (legislative codes) Robert Humphrey 651-266-9123
Overhead Wires (Complaints) – must contact the company the wires belong to.
Ownership Change - Property Taxes 651-266-2000

P**aint Booth - Warm Air Inspectors** 651-266-9006 / Ron Haider 651-266-9063
Parade Permits (CSU – SPPD) 651-558-2350
Park Permits - (Parks & Rec) 651-632-5111
Parking Enforcement (Complaints) - (651) 266-5585
Parking Lots & Ramps -Need permit to build + inspection. Site plan to **Zoning** Tom Beach 651-266-9086 **Structural** **Quests** - Frank Berg 651-266-9072.
Parking Meters (cost to hood meters) – **(PW)** 651-266-6151

Parking Permit -
Commercial - Clerks 651-266-9090
Handicapped – (PW) 651-297-3166 (Card/License Plate)
Residential – (PW) 651-266-6200 for residents to park by their homes
Parking (sign) in front of business – (PW) 651-266-6151
Parking in Yard - vehicles may not be parked or stored in the front yard, nor closer than 4 feet from any interior property lines on any lawn or grass plot before a site has been approved. (**DSI – Code Enforcement**) 651-266-1900
Passport - 651-266-1333 **or try your local Post Office**
Pawn Shop License – Clerks 651-266-9090
Peaceful Protests – Community Service (SPPD) 651-558-2350
Peddler License – Clerks 651-266-9090
Permits:
Alarm Permit ?s– Clerks Marcy Schillinger 651-266-9107
Building Permit ?s– Building Inspectors 651-266-9002/Joe Ehrlich 651-266-9021
Bldg Permit Fee -- Plan Examiners 651-266-9007
Building without pmt – Building Inspectors 651-266-9002 / Joe Ehrlich 651-266-9021
Cell Phone Antenna Permit – Mary Montgomery 651-266-9088
Demo Permit ?s - Building Inspectors 651-266-9002 / Joe Ehrlich 651-266-9021
Electrical Permit ?s – Electrical Inspectors 651-266-9003 / Dick Owen 651-266-9031
Elevator Permit ?s – Marcy Schillinger 651-266-9107
Extension on Permit - Must talk to their inspector
Fence Permit ?s - Plan Examiners 651-266-9007
If you are a contractor - Clerks 651-266-9090)
Keeping of Animal Permit ?s–
More than 3 Dogs or Cats (ACC) 651-266-1100
Exotics(Birds, ferrets, Pigs Others) (ACC) 651-266-1100
Mechanical Permit ?s – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Online Permits – Clerks Ellen Speak 651-266-9059 / Annette Wald 651-266-9118
Other permit fees – Clerks 651-266-9090
Plumbing Permit ?s – Plumbing Inspectors 651-266-9005 / Denny Watters 651-266-9051
Price - new construction: Plan Examiners 651-266-9007
Refunds - Must talk to your Inspector
Refund Status – Annette Wald 651-266-9118
Sign Permit – Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9084
Skyway System Permit – Peg Fuller 651-266-9117
Skyway Exterior Permit – Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9084
Status –Clerks 651-266-9090.

Stucco/Plaster Permit ?s- Building Inspectors 651-266-9002 / Joe Ehrlich 651-266-9021
Trades - Clerk Heidi Lagos 651-266-9119
Warm Air/Ventilation Permit ?s – Warm Air Inspectors 651-266-9006 / Ron Haider 651-266-9063
PIN# (property identification number) - Ramsey County 651-266-2000
Piping (Gas Burners, Refrigeration Systems) Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Piping (Gas for Clothers Dyers, Water Heaters, Kitchen Ranges, Kitchen Ovens) – Plumbing Inspectors 651-266-9005 / Denny Watters 651-266-9051
Planning Commission Forms - Zoning 651-266-9008
Plan Sets - Plan Examiners 651-266-9007 (2 sets)
Plat Map – Ramsey County 651-266-2000
Plumbing Apprentice questions – Plumbing Denny Watters 651-266-9051
Police Reports (Animal) - Police reports, record checks, and animal bite reports as well as information contained on these reports cannot be released to the public from the DSI Office without prior authorization from the City Attorney's Office.
Pollution Complaints – Environmental Health Mark Kaisersatt 651-266-9147 / Peter Kishel 651-266-9133
Pool (Building One) Plan Examiners 651-266-9007
Pool Inspections/Water Testing – Environmental Health Fong Lor 651-266-9098
Power wash – Environmental Health Mark Kaisersatt 651-266-9147
Precious Metals License - Ramsey County 651-266-8500
Preliminary Plan Review – Plan Examiners 651-266-9007 / Jim Bloom 651-266-9071
Project Facilitators – Larry Zangs 651-266-9109 / Jeff Fischbach 651-266-9106
Propane Tanks - Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Property Lines - City does not establish the property line. That is the responsibility of the homeowner – needs to get survey. Contact Zoning for more info: 651-266-9008
Property Taxes 651-266-2000.
Provisional Fire Certificate of Occupancy – Maynard Vinge – 651-266-9057
Public Health / Housing-(DSI - Complaints) 651-266-8989 inspections for single family, rental, duplex - complaints lead questions. Vacant Bldg condemnations & vacant bldg list (DSI handles permits for getting vacant buildings up to code)
Public Safety Garage 651-645-0648
Public Works General Info – 651-266-6600
Purchasing – Contract & Analysis Services (Bids/Plans) 651-266-8900

Quit Claim Deed – Ramsey County Taxation 651-266-2886

Radon – Environmental Health Pete Kishel 651-266-9133
Raffles - Gambling 651-266-9114
Ramsey County General Info. 651-266-8500
Rats – (ACC) 651-266-1100
Rebuild Letters Zoning - Karen Zacho 651-266-9084
Rebuild Structure - Plan Examiners 651-266-9007
Recycle –Eureka 651-222-7678
Refrigeration Systems – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Refunds:
Business license - Christine Rozek 651-266-9108
Trade license - Sr Inspector of that Trade
Permits - Sr Inspector of that Trade
Register Business Names – (State) 651-556-8425
Rental Housing Complaints – (DSI – Fire Inspections) 651-266-9090
Rental Property Registration – See *Certificate of Occupancy*
Re-Platting – (PED) Paul Dubriel 651-266-6583
Resident's Guide Book 651-266-8685
Residential Parking Permit – (PW) 651-266-6200
Restaurant (see also Food)
 New - **Project Facilitator** 651-266-9103.
 Remodeling/construction – **Environmental Health** Brian Krawiecki 651-266-9134
 (Also need **Plan Examiners** for permits 651-266-9007)
Retail Food Establishment – Environmental Health Bill Gunther 651-266-9132
Review license applications for Zoning – Corinne Tilley 651-266-9085 / John Hardwick 651-266-9082
Re-Zoning – (PED) Paul Dubriel 651-266-6583
Roofing – (Commercial & home owners) **Plan Examiners** 651-266-9007
RPZ - St Paul Water Plumbing Inspectors 651-266-6270
SAC Charges - Plan Examiners 651-266-9007
Satellite (TV) towers - Plan Examiners 651-266-9007
Secretary of State 651-296-2803
Security, Burglar Alarms – Clerks Marcy Schillinger 651-266-9107
Selling on sidewalk of establishment – Licensing 651-266-9090
Septic System or Wells –
Environmental Health Brian Krawiecki 651-266-9134 to inspect
Plumbing Denny Watters 651-266-9051 for new construction
Septic system installers: MN PCA – 651-296-7309
Set backs - Zoning 651-266-9008
Sewer & Water Permits - Some here, some not – **Clerks**

Sewer - Sewer Utility 651-266-6234.
Sheet Metal ?s - Warm Air Inspectors 651-266-9006 / Ron Haider 651-266-9063
Sick Building - State Health Dept (651) 201-4601
Sidewalk Contractor License – Clerks 651-266-9090
Sidewalk Permits, Sidewalk Cafe or Patio License for restaurants (food or liquor?)
New: Project Facilitator
Renewal Liquor: Laura Benton 651-266-9102
Renewal Food: Linda 266-9105 or Kathy 266-9135
Sidewalk permits (use of street) – (PW) 651-266-6151
Sidewalk repair or new (Private property) Plan Examiners 651-266-9007
Sidewalk repair or new (Public property) 651-266-6120
Sign Permit - Zoning Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9084
Sign Variances – Zoning John Hardwick 651-266-9082
Site Plan Review – Zoning Tom Beach 651-266-9086 / Corinne Tilley 651-266-9085
Skyway Banners – Zoning Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9084
Skyway Permits – (exterior) Peg Fuller 651-266-9117
Skyway Police - 651-229-1994
Small Business Loans (city) (PED) 651-266-6700
Smoke Detectors - Electrical permit required.
 1. ? on a smoke detector for sale of a house goes to the Electrical Inspectors & ? on wiring of smoke detectors go to the **Electrical Inspectors** 651-266-9003
 2. ? on the location of smoke detectors as part of a remodeling project where there's a building permit go to **Plan Examiners** 651-266-9007
Smoking Ban for City – Bill Gunther 651-266-9132 / Christine Rozek 651-266-9108
Smoking Complaints - MN Dept. of Health 651-201-5000
Snow (Unshoveled Sidewalks) - (DSI – Complaints) 651-266-8989
Snow Load – Structural Engineer Frank Berg 651-266-9072
Solar Heating – Mechanical Inspector 651-266-9004 / Jerry Hanson 651-266-9044
Solid Waste (Garbage) Truck – Licensing Rich Jents 651-266-9116
Special Event Liquor – Kathy 266-9135 or Linda 266-9105
Special Event Food – Barb McMonigal St.Dennis 266-9137 or Diane Olson 266-9138
Special Events Gambling Peg Fuller 651-266-9117
Spray Booth (Paint Booth)- Warm Air Inspectors 651-266-9006 / Ron Haider 651-266-9061
Sprinkler System (Lawn) – Plumbing Inspectors Denny Watters 651-266-9051
Square Foot of the bldg - Zoning 651-266-9008 / **Plan Examiners** 651-266-9007
State Building License 651-284-5069
State Electrical License 651-284-5031

State Fair License:
Inside grounds – 651-288-4400
Outside grounds but inside Saint Paul (Food Only)- Barb McMonigal-St. Dennis 651-266-9137
Outside grounds but inside Saint Paul – Zoning 651-266-9008
Outside grounds: Falcon Heights - 651-215-5803
State Fair Vending Permit – Zoning Mary 651-266-9088
State Lottery – 651-635-8273
Steam – Mechanical Inspectors 651-266-9004 / Jerry Hanson 651-266-9044
Storm Water Drainage – (PW) 651-558-2277
Street Maintenance – (PW) 651-292-6600
Street Permit, Sidewalks, Dumpsters, Hooded Meters- (PW) 651-266-6151
Street Vendor (food only) – Environmental Health- Dave Weisberg 651-266-9094 / Diane Olson 651-266-9138
Stucco Permit – Building Inspectors 651-266-9002 / Joe Ehrlich 651-266-9021
Subdivide lots - Zoning Mary Montgomery 651-266-9088 / **(PED)** Paul Dubruiel 651-266-6583.
Survey - City does not do surveys. Owner must hire a surveyor.
Swimming Pool:
General questions - Plan Examiners 651-266-9007
Pool water testing only – Environmental Health Fong Lor 651-266-9098

Tank Installation – Fire 651-266-8944
Tanning – Environmental Health Diane Olson 651-266-9138
Taste of MN - (651) 772-9980
Tattoo center - Environmental Health Barb McMonigal-St. Dennis 651-266-9137
Tax Forfeit Land - Ramsey County - 651-266-2000
Tax ID# State Revenue Dept 651-282-5225 (DSI's ID # - Mayka Yang 651-266-9129)
Taxi Cab Drivers – Licensing 651-266-9090
Taxi Cab Inspection:
Mechanical/safety inspections - Saint Paul's Equipment Services Garage 651-645-0648
Appearance inspections – Licensing 651-266-9090
Temporary Liquor License – Special Events Peg Fuller 651-266-9117
Tobacco Licenses – Clerks 651-266-9090
Tow Truck License – Clerks 651-266-9090
Trade License – Front Counter Clerks
Trade Exams - Applications for Exams & Scores, the Senior Inspector of that trade:

Building: Joe Ehrlich 651-266-9021
Electrical: Dick Owen 651-266-9031
Elevator: Bob Fox 651-266-9011
Mechanical: Jerry Hanson 651-266-9044
Plumbing: Denny Watters 651-266-9051
Warm Air: Ron Haider 651-266-9063

Traffic Violations -651-266-5722

Tree Trimming - Forestry 651-632-5129

Cutting your own tree - No License and No Permit required

Tree Trim Licenses or list of tree licenses – Clerks 651-266-9090

Truth in Housing – (DSI – Code Enforcement) 651-266-1900 (Owner must have before selling property)

Underground fuel tank removal – (Fire) 651-266-8944

Unshoveled Snow (On Sidewalks) – (DSI-Complaints) 651-266-8989

Vacant Building (Code compliance) Inspections- 651-266-8989

Vacant Building Code Compliance Reports – Clerks
Maxine Linston 651-266-9150 / on the DSI website under Vacant Buildings

Vacant Building List – (DSI) Debra Jackson 651-266-1907 or on the DSI website under Vacant Buildings

Vacant Building Performance Bonds - Clerks 651-266-9090

Vacant Lots (Complaints) – (DSI - Complaints) 651-266-8989.

Variances – Zoning 651-266-9008 / John Hardwick 651-266-9082.

Vehicle Inspections:

Garbage Haulers Trucks (PW) 651-487-4700

Taxi - Mechanical/safety inspections - Saint Paul's Equipment Services Garage 651-645-0648

Any other ?s – Licensing 651-266-9090

Vending Machines – Clerks 651-266-9090

Ventilation - Warm Air Inspectors 651-266-9006 / Ron Haider 651-266-9063

Video(filming) - Mayor's Marketing 651-266-6649

Walls (retaining) - Plan Examiners 651-266-9007

Warm Air ?s – (Furnaces, duct work, ventilation, kitchen exhaust - commercial & residential) 651-266-9006 / Ron Haider 651-266-9063

WAC – (Water Access Charges) - Water Utility 651-266-6270

Water Testing - Ramsey County Public Health 651-266-2400 / **Environmental Health** 651-266-9132

Water Utility Customer Service – 651-266-6350

Water Utility Dispatch - Emergencies - 651-266-6868

Water Permits - Some here, some to Water Utility - **Clerks** 651-266-9090 / **Plumbing** Denny Watters 651-266-9051

Weather Line - 612-512-1111

Web Sites - www.stpaul.gov/dsi

Wells / septic system – Environmental Health Brian Krawiecki 651-266-9134

Wetland resource – Licensing Larry Zangs 651-266-9109

Wind Load – Structural Engineer Frank Berg 651-266-9072

Wood stove / fireplace - Building Inspectors 651-266-9002 / Joe Ehrlich 651-266-9021

Yard complaints (tall weeds, grass etc) – (DSI - Complaints) 651-266-8989

Yard Sale – Zoning 651-266-9008 (Only 3 times per year or it is considered a business.)

Zoning Complaints –Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9084 / **(DSI – Complaints)** 651-266-8989,

Lot quests - 651-266-9008

Rebuild Letters - Karen Z 651-266-9084 / Mary Montgomery 651-266-9088

Canopies/Awnings with print – Yaya Diatta 651-266-9080 / Karen Zacho 651-266-9008

Zoning Code Copies – (PED) Paul Dubruiel 651-266-6583

Zoning Compliance letters – Zoning Karen Zacho 651-266-9084

Zoning History Checks – Zoning Karen Zacho 651-266-9084

Zoning Information 651-266-9008

Zoning Site Plans – Corinne Tilley 651-266-9085 / Tom Beach 651-266-9086

Zoning (PED) – 651-266-6583

Zoning (Review License Application) – Corinne Tilley 651-266-9085 / John Hardwick 651-266-9082