



**Construction Services & Inspections Division**  
*Planning & Economic Development Department*  
 Room 100  
 411 West First Street  
 Duluth, Minnesota 55802

218-730-5240  
 permittingservices@duluthmn.gov

Doc 243-B-1219

**Building Appeal Board Application Form**

City of Duluth MN

Submit this form and the items indicated below to: Construction Services & Inspections  
 Room 100 City Hall  
 411 W 1<sup>st</sup> St  
 Duluth MN 55802

This completed Application form and any additional information must be accompanied by the filing fee of \$131 (check payable to City of Duluth).

For appeals requesting the stay of a demolition order the following information must be submitted at least 7 days prior to the hearing date.

1. Documentation that the owner has dedicated sufficient funds to pay for the repair of the building
2. A valid contract to have the repair completed within 18 months.

Appellant Name: \_\_\_\_\_ Property location: \_\_\_\_\_  
 Appellant Mailing Address: \_\_\_\_\_  
(street) (city) (state/zip)  
 Appellant Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Type of appeal**

- Housing Code Order (DLC Chapter 29A)
- Fire Code Order (DLC Chapter 21)
- Request Stay of Demolition Order (DLC Section 10-3)
- Other Building Official Order (DLC Chapter 10, Articles II or III)

*NOTE: Appeals to building official decisions administering the MN State Building Code are to the State Appeals Board. See <http://www.dli.mn.gov/about-department/boards-and-councils/state-appeals-board>*

Description of item you are appealing: (ie, specific code section, interpretation or order being appealed)  
 \_\_\_\_\_  
 Statement of the matter in controversy: \_\_\_\_\_  
 \_\_\_\_\_  
 Relief requested: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
*You may use the back of this form or attach other documents to this application if needed.*

**Office Use**  
 Date Received  
 File No.