

# Minnesota Department of Public Safety State Fire Marshal Division

## Fire Code Orders

### Statutory Requirements in Minnesota

Fire code violations are misdemeanor criminal violations. In order to be a legal fire code order in Minnesota, a few basic requirements must be met. These can be found in Minnesota Statutes, Section 299F.011, subdivision 6. The following are the requirements:

- Fire code orders must be given in writing; verbal orders are not valid unless given in writing.
- Fire code orders must give a reasonable time to comply.
- Fire code orders must explain that there is a right to appeal the orders.

### Who Can Issue Fire Code Orders

The Minnesota State Fire Code (MSFC) specifies that the following have the legal authority to issue fire code orders:

- The fire chief for the jurisdiction.
- Other members of the fire department authorized by the fire chief.
- Persons designated by municipal ordinance to enforce the fire code for that jurisdiction.
- The state fire marshal and the state fire marshal's authorized representative.

### Sample Fire Code Order

The next page shows a sample fire code order that meets all of the statutory requirements in Minnesota.



**Anytown, MN Fire Department  
1234 West Main Street  
Anytown, MN 55555**

March 31, 2020

Mr. John Q. Public  
A Pretty Good Business  
4321 First Avenue  
Anytown, MN 55555

An inspection was conducted on March 31, 2020, for the purposes of fire and life safety. At the time of the inspection, the following conditions were observed that represent violations of the Minnesota State Fire Code (MSFC) adopted pursuant to Minn. Stat. 299F.011.

A follow-up inspection will be conducted on or soon after the “days to correct” listed below to determine if the conditions have been corrected. Failure to correct identified fire code violations is a misdemeanor. You have the right to appeal this order. Contact the person named below for more information.

Item:	MSFC Sec.:	Days to Correct:	Description:
1	1031.2	Immediate	Remove obstruction from exit door – rear exit
2	701.2	30	Repair damage to fire wall – boiler room
3	901.6	60	Conduct an inspection of the fire alarm system

Thank you for your attention to these important fire safety issues. If you have any questions or need additional information, please feel free to contact me at 320-765-4321.

Sincerely,

*Guy Whitehelmet*

Guy Whitehelmet  
Fire Chief  
Anytown Fire Department