



✕ Violation Notice and Order to Correct

L&I File Number: CF-2024-024775



DISTRICT OFFICE

Code Enforcement South District
2ND FLR
1100 Wharton St
Philadelphia, PA 19147
215-685-1510
CodeEnforcement.South@phila.gov

PROPERTY IN VIOLATION

6901 WOODLAND AVE, Philadelphia, PA 19142-1125

DATE OF NOTICE

03/28/2024

On 03/27/2024 the Department of Licenses and Inspections inspected/investigated the property in violation and found the following condition(s) or activity which violate the Philadelphia Code. Based on these the property is deemed:

IN VIOLATION

The property will remain in this status until all the violations below are corrected and the Department of Licenses and Inspections has verified the corrective action. You are the person responsible for the correction of these violations.

Any permit or license obtained to comply a violation of working without or in excess of a permit or a license will result in an additional inspection fee equal to the cost of the permit or license. (Phila. Code § A-901.13)

YOU ARE ORDERED TO MAKE THE NECESSARY REPAIRS AND/OR TAKE THE NECESSARY ACTION(S) TO CORRECT THE CITED CONDITIONS PRIOR TO 05/01/2024

VIOLATIONS

PHILA. CODE § A-701.1/1	FINE AMOUNT \$2,000.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE A violation has been issued because the building, portion of the building, or premises is occupied prior to departmental approval or issuance of the Certificate of Occupancy or Temporary Certificate of Occupancy.		
CONDITION IN VIOLATION OBTAIN CERTIFICATE OF OCCUPANCY FOR SLEEPING AREA		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER 4TH FLOOR		



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VIOLATIONS

PHILA. CODE § F-901.6.4	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE The testing of fire protection systems shall be in accordance with Sections 901.6 and F-901.6.4 through F-901.6.4.8.1. Annually the owner of each building that contains fire protection systems shall have such systems certified as operating properly by a person certified or licensed by the Department of Licenses and Inspections to provide such certifications in accordance with this Section. Certification forms shall be maintained on the property and made available for inspection upon the request of a fire code official. The certification form shall be submitted to the Department of Licenses and Inspections which may, by regulation, establish a fee to be paid upon submission of the form.		
CONDITION IN VIOLATION PROVIDE CURRENT FIRE ALARM CERTIFICATION AND HAVE LICENSED CONTRACTOR UPLOAD INTO THE ECLIPSE PORTAL		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER		

PHILA. CODE § F-1104.30	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Every room or space that is an assembly occupancy (50 or more) shall have the occupant load of the room or space, as determined by the Department of Licenses and Inspections, posted on a sign in a conspicuous place, near the main exit or exit access doorway from the room or space.		
CONDITION IN VIOLATION INSTALL LAWFUL OCCUPANCY SIGNS		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER CAFETERIA TV ROOM		



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PHILA. CODE § F-906.3	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE The size and distribution of portable fire extinguishers shall be in accordance with Sections 906.3.1 through 906.3.4.		
CONDITION IN VIOLATION INSTALL REQUIRED A/B/C FIRE EXTINGUISHERS EVERY SEVENTY-FIVE (75) FEET		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BOILER ROOM FIRE ALARM ROOM		

PHILA. CODE § F-906.2	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Portable fire extinguishers shall be selected, installed and maintained in accordance with this section and NFPA 10.		
CONDITION IN VIOLATION HAVE ALL EXPIRED FIRE EXTINGUISHERS INSPECTED AND TAGGED		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BOILER ROOM COMPUTER ROOM		

PHILA. CODE § F-907.4.2.1	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Manual fire alarm boxes shall be located not more than 5 feet (1524 mm) from the entrance to each exit. In buildings not protected by an automatic sprinkler system in accordance with Section 903.3.1.1 or 903.3.1.2, additional manual fire alarm boxes shall be located so that the distance of travel to the nearest box does not exceed 200 feet (60 960 mm).		
CONDITION IN VIOLATION REPLACE MISSING MANUAL PULL STATION		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER STAIRWAY 1, FLOOR 1		



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PHILA. CODE § F-705.2.3	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Hold-open devices and automatic door closers, where provided, shall be maintained. During the period that such device is out of service for repairs, the door it operates shall remain in the closed position.		
CONDITION IN VIOLATION REPAIR / REPLACE HOLD OPEN DEVICES ON EXIT DOORS		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BASEMENT STAIRWAY 1, FLOOR 1		

PHILA. CODE § F-703.1	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Materials and firestop systems used to protect membrane and through penetrations in fire-resistance-rated construction and construction installed to resist the passage of smoke shall be maintained. The materials and firestop systems shall be securely attached to or bonded to the construction being penetrated with no openings visible through or into the cavity of the construction. Where the system design number is known, the system shall be inspected to the listing criteria and manufacturer's installation instructions.		
CONDITION IN VIOLATION APPLY FIRESTOP BLOCKING MATERIAL AROUND OPENING IN PIPES		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BASEMENT NEAR DAYCARE ELEVATOR		



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PHILA. CODE § F-1104.31	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Swinging doors in Group A or E occupancies with an occupant load of 50 or more and Group H occupancies of any number shall be provided with panic hardware on the egress side of the door.		
CONDITION IN VIOLATION REPAIR OR REPLACE PANIC HARDWARE ON EXIT DOOR		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BASEMENT STAIRWAY 2 - 1ST FLR EXIT DOOR 3RD FLR 2ND EXIT		

PHILA. CODE § F-1104.28	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Exit doors in existing buildings shall be self-closing and latching and in accordance with Sections F-1104.28.1 and F-1104.28.2		
CONDITION IN VIOLATION REPAIR / REPLACE BROKEN EXIT DOOR TO CLOSE AND LATCH		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BASEMENT 1ST FLR 2ND FLR 3RD FLR 4TH FLR		



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PHILA. CODE § F-1031.4	FINE AMOUNT \$1,000.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Exit signs shall be installed and maintained in accordance with the building code that was in effect at the time of construction and the applicable provisions in Section 1104. Decorations, furnishings, equipment or adjacent signage that impairs the visibility of exit signs, creates confusion or prevents identification of the exit shall not be allowed.		
CONDITION IN VIOLATION INSTALL EXIT SIGN FOR SECOND EXIT, REPAIR NON LIT EXIT SIGN AND REPAIR HANGING LIGHT ON EXIT SIGN.		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER FIRE ALARM ROOM BOILER ROOM 4TH FLOOR		

PHILA. CODE § F-1103.3.4	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Keys for the elevator car doors and fire-fighter service keys shall be kept in an approved location for immediate use by the fire department. Elevator keys for emergency use for door access (shaftway door access) and override of normal operations (Phase I recall and Phase II firefighter use) shall be marked as such and readily available at the fire command center or main lobby desk for use by the fire department and other emergency personnel. In buildings without a fire command center or main lobby desk, the keys shall be stored in a break-glass container at the main entrance. There shall be at least two door access keys and at least 6 override keys available for emergency use.		
CONDITION IN VIOLATION PROVIDE ELEVATOR KEYS AND KEEP THEM IN APPROVED LOCATION ON SITE		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER		



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VIOLATIONS

PHILA. CODE § F-315.3.3	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Combustible material shall not be stored in boiler rooms, mechanical rooms, electrical equipment rooms or in fire command centers as specified in Section 508.1.5.		
CONDITION IN VIOLATION REMOVE ALL TRASH, BAGS, MATERIAL AND ALL OTHER ITEMS		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BOILER ROOM FIRE ALARM ROOM		

PHILA. CODE § F-901.4.6.2	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a minimum height of 2 inches (51mm) with a minimum stroke of 3/8 inch (10 mm).		
CONDITION IN VIOLATION INSTALL SIGNAGE ON DOORS		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BOILER ROOM FIRE ALARM ROOM		



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PHILA. CODE § F-1023.9	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE A sign shall be provided at each floor landing in an interior exit stairway and ramp connecting more than three stories designating the floor level, the terminus of the top and bottom of the interior exit stairway and ramp and the identification of the stairway or ramp. The signage shall state the story of, and the direction to, the exit discharge and the availability of roof access from the interior exit stairway and ramp for the fire department. The sign shall be located 5 feet (1524 mm) above the floor landing in a position that is readily visible when the doors are in the open and closed positions. In addition to the stairway identification sign, a floor-level sign in visual characters, raised characters and braille complying with ICC A117.1 shall be located at each floor-level landing adjacent to the door leading from the interior exit stairway and ramp into the corridor to identify the floor level.		
CONDITION IN VIOLATION INSTALL STAIRWAY IDENTIFICATION FOR EACH FLOOR		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER STAIRWAY 2		

PHILA. CODE § F-606.3	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE An approved pictorial sign of a standardized design, as indicated in Appendix O, shall be posted adjacent to each elevator call station on all floors, instructing occupants to use the exit stairways and not to use the elevators in case of fire. The sign shall read: IN FIRE EMERGENCY, DO NOT USE ELEVATOR. USE EXIT STAIRS (OR FIRE STAIRS). Refer to Appendix O101.1 for pictograph.		
CONDITION IN VIOLATION INSTALL PICTORIAL SIGNS AT ELEVATOR		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER BASEMENT		



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PHILA. CODE § F-701.2	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE The fire-resistance rating of the following fire-resistance-rated construction shall be maintained: 1. Structural members. 2. Exterior walls. 3. Fire walls, fire barriers, fire partitions. 4. Horizontal assemblies. 5. Shaft enclosures.		
CONDITION IN VIOLATION REPLACE MISSING STAIRWAY DOOR		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER STAIRWAY 2 - LEADING TO BASEMENT		

PHILA. CODE § F-604.5	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Extension cords and flexible cords shall not be a substitute for permanent wiring and shall be listed and labeled in accordance with UL 817. Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact. Extension cords shall be used only with portable appliances. Extension cords marked for indoor use shall not be used outdoors.		
CONDITION IN VIOLATION REMOVE EXTENSION CORD RUNNING FROM COMPUTER ROOM TO BOILER ROOM, EXTENSION CORDS SHALL NOT BE USED AS PERMANENT WIRING		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER COMPUTER ROOM BOILER ROOM		



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PHILA. CODE § F-106.8	FINE AMOUNT \$1,000.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Obstruction of aisles, passageways or other means of egress constitutes a violation of this code. Upon finding any obstruction in an aisle, passageway or other means of egress, or upon finding any condition that constitutes a life safety hazard, the fire code official, in addition to any other remedy under this code, is authorized to cause any event or activity to be stopped until such condition or obstruction is corrected.		
CONDITION IN VIOLATION REMOVE BOXES, CARTS, TRASH, BAGS, WOOD AND ANY OTHER ITEMS, REMOVE DOLLYS, CHAIRS AND OTHER OTHERS FROM BLOCKING FIRE EXTINGUISHER AND PULL STATION		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER STAIRWAY 3 - BASEMENT LOADING DOCK		

PHILA. CODE § 9-3902 (2)	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE The owner of any multiple family dwelling let for occupancy must obtain a rental license. No person shall collect rent with respect to any property that is required to be licensed pursuant to this Section unless a valid rental license has been issued for the property. 9-3902		
CONDITION IN VIOLATION OBTAIN / RENEW RENTAL LICENSE FOR SELF INC		
LOCATION OUTLEY HOUSE - MEN'S HOMELESS SHELTER		



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Failure to timely correct the violations listed above by or before the correction date listed above will result in the stated fine amount being imposed against you. The fines will be imposed on a per day basis for each violation that remains uncorrected AFTER the stated correction date. Phila. Code § A-601. If you timely correct each violation by the stated correction date, no fines will be due.

In addition to the fines listed above, failure to timely correct the violations will result in you being charged:

- Labor and material costs for any work performed by the City, such as a demolition; sealing of windows or doors; clearing of weeds, trash or debris; relocation expenses for removing occupants, costs associated with cease operations orders. Such costs are subject to an additional administrative fee of 21% (Phila. Code § A-503);
- An additional \$100 fee for repeat abatement work (Phila. Code § A-503.2); and
- Reinspection fees as follows: \$100 for the third inspection, \$200 for the fourth inspection, and \$350 for any additional inspections (Phila. Code § A-901.12.2).



YOU HAVE THE RIGHT TO APPEAL THIS NOTICE. YOUR APPEAL MUST BE FILED BY 06/30/2024.

IF YOU DO NOT TIMELY FILE AN APPEAL THEN YOU WAIVE YOUR RIGHT TO LATER CHALLENGE ANY PART OF THIS NOTICE. This includes waiving your right to argue: whether the violations existed, whether you were responsible to correct the violations, whether you had enough time to correct the violations, whether the City should have abated the violations, and whether the City can impose fines, fees, or costs against you.

For more information on filing an appeal and/or to obtain the approved form visit the appeals section of the Department of Licenses and Inspections website at www.phila.gov/li or the Boards Administration Unit, 11th Floor Municipal Services Building, 1401 J.F.K. Blvd., Philadelphia PA.

Appeals of the Technical Codes, such as the Zoning Code and/or Fire Code, need to be submitted to the appropriate Technical Appeal Board such as the Zoning Board of Adjustment and/or the Board of Safety and Fire Prevention. For additional information call 215-686-8686.

IF YOU HAVE ANY LEGAL QUESTIONS YOU SHOULD CONSULT WITH AN ATTORNEY.

If you do not have an attorney, you can contact the Philadelphia Bar Association Referral and Information Line at 215-238-6333 to have an attorney referred to you. You can also find a list of legal aid service providers at <http://palegalaid.net/legal-aid-providers-in-pa>.



The Philadelphia Code may be found online for free at www.phila.gov under "Open government."

If you have any questions regarding this notice or would like to schedule a re-inspection, please contact: YOLONDA TOLBERT Yolonda.Tolbert@phila.gov or the district office noted above.

ATTENTION: This is an important notice! For information in your language, call 215-686-8686

ATENCIÓN: ¡Este es un aviso Importante! Para recibir información en su idioma, llame al 215-686-8686

注意: 这是重要通知! 如果您需要以您的语言获得此信息, 请致电 215-686-8686

CHÚ Ý: Đây là thông báo quan trọng! Nếu bạn cần thư này bằng ngôn ngữ khác, vui lòng gọi 215-686-8686

주의: 중요 통지입니다! 이 서신을 귀하의 언어로 받고 싶으시면 215-686-8686번으로 전화하시기 바랍니다

توجہ فرمائیں: یہ ایک ضروری اطلاع نامہ ہے! ترجمے کی خدمات کے لیے 215-686-8686 پر کال کریں

ATTENTION: Cet avis est important! Si vous avez besoin de cet avis dans une autre langue, appelez le 215-686-8686