

✕ Violation Notice and Order to Correct

L&I File Number: CF-2026-067039



DISTRICT OFFICE

Fire Safety Unit
9359 Krewstown Rd
Philadelphia, PA 19115
215-685-3917
FireSafetyUnit@phila.gov

PROPERTY IN VIOLATION

3350 RICHMOND ST, Philadelphia, PA 19134-6006

DATE OF NOTICE

06/10/2026

On 06/09/2026 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 07/14/2026

VIOLATIONS

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 A Lawful Occupancy sign must be installed		
LOCATION Library		



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PHILA. CODE § F-912.7	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Fire department connections shall be periodically inspected, tested and maintained in accordance with NFPA 25. Records of inspection, testing and maintenance shall be maintained.		
CONDITION IN VIOLATION Replace missing FDC caps		
LOCATION Building FDC		

PHILA. CODE § F-906.1	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Portable fire extinguishers shall be installed in all of the following locations: 1. In new and existing Group A, B, E, F, H, I, M, R-1, R-2, R-4 and S occupancies. 2. Within 30 feet (9144 mm) distance of travel from commercial cooking equipment and from domestic cooking equipment in Group I-1; I-2, Condition 1; and R-2 college dormitory occupancies. 3. In areas where flammable or combustible liquids are stored, used or dispensed. 4. On each floor of structures under construction, except Group R-3 occupancies, in accordance with Section 3315.1. 5. Where required by the sections indicated in Table 906.1. 6. Special-hazard areas, including but not limited to laboratories, computer rooms and generator rooms, where required by the fire code official.		
CONDITION IN VIOLATION Install a fire extinguisher		
LOCATION Kitchen		

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PHILA. CODE § F-906.4	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Fire extinguishers provided for the protection of cooking equipment shall be of an approved type compatible with the automatic fire-extinguishing system agent. Cooking equipment involving solid fuels or vegetable or animal oils and fats shall be protected by a Class K-rated portable extinguisher in accordance with Sections 906.1, Item 2, 906.4.1 and 906.4.2 as applicable.		
CONDITION IN VIOLATION Install a K-Type extinguisher in kitchen		
LOCATION kitchen		
PHILA. CODE § F-604.4	FINE AMOUNT \$300.00	SCAN QR CODE FOR HOW TO RESOLVE 
PHILA. CODE LANGUAGE Multiplug adapters, such as cube adapters, unfused plug strips or any other device not complying with NFPA 70 shall be prohibited.		
CONDITION IN VIOLATION Excessive use of multi plug adapters is prohibited. Adapter to adapter may NOT be used.		
LOCATION Rm 425		
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 Extension cord may not be used for permanent wiring.		
LOCATION Cord supplying microwave oven		

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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 Firestop must be installed around pipes that breach walls.		
LOCATION Fire pump room		

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 any stored items from mechanical rooms.		
LOCATION Mechanical rooms		



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).

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YOU HAVE THE RIGHT TO APPEAL THIS NOTICE. YOUR APPEAL MUST BE FILED BY 07/10/2026.

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, Concourse 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: ERIC BROWN Eric.Brown@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

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

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