



Information Technology Services  
 39550 Liberty Street, P.O. Box 5006, Fremont, CA 94537-5006  
 510-494-4821 fax | www.fremont.gov

Date: September 30, 2009

To: Thomas A. Halaszynski  
 2321 Tice Valley Boulevard  
 Walnut Creek, California 94595  
 AND  
 Robert Miller  
 2557 Mowry Avenue  
 Suite 22  
 Fremont, California 94538

File# BLD2010-01066  
 SP# 60-0110  
 APN# 501 070203501  
 Zip Code: 94536  
 Box/S-Dist: 6-1 / 88B4  
 Address For: Business

Re: Two New Tenant Space Addresses

- Situs/Property: 4533 Mattos Drive (existing)
- Tenant Space 1: 4535 Mattos Drive (new)
- Tenant Space 2: 4531 Mattos Drive (new)

To Whom It May Concern:

In response to your request for new tenant space addresses, two (2) new addresses are being assigned; and one existing address to be reassigned as the situs/property address. For a full inventory and description of the addresses, please refer to Table "A". The enclosed Addressing Plan illustrates the proper use and placement of the new address.

**Electronic copies of this letter and documentation will be posted to the City's web site at [http://gis.ci.fremont.ca.us/addr/addr\\_proj.cfm](http://gis.ci.fremont.ca.us/addr/addr_proj.cfm) within 10 business days. The files will be stored under SP60-0110.**

**Documents available on Web Site:**

X	Notification Letter	X	Address Table (with XY Coordinates)
X	Address Plan (map)		G.I.S. Layer
	AutoCAD Drawing		

In accordance with Title VII (Building Regulations) Chapter 5 (House Numbering) of the Fremont Municipal Code, this letter serves as the notice of the addressing action affecting your property. The new addresses must be in use within ten (10) days of the receipt of this letter. For information on the size and location of address numbers on a building, please refer to the enclosed information sheet titled "ADDRESSING – Property Owner Responsibilities" and to Chapter 2 (Building Security) of the Title VII (Building Regulations).

You will need to update your address records and outside address numbers as soon as possible for the purpose of rapid identification of your property in the event of an emergency. Any occupants and property owner of this parcel should review and update their records that are registered with the City

(such as for building permit and/or business tax purposes). And, by copy of this letter, we are notifying the below-listed agencies and utility companies. However, be aware that some agencies may not update their records until notified by the property owner. Therefore, it is your responsibility to make sure that the appropriate agencies or businesses acknowledge the correct addresses.

**If you have any questions concerning this matter, please contact Ruby Wun at (phone) 510-494-4833 or (e-mail) [rwun@fremont.gov](mailto:rwun@fremont.gov).**

Sincerely,



Christine K. Frost  
GIS and Addressing Manager

Enclosures (hardcopy/paper): Table A - Address Table (1), Address Plan - map (1), and Property Owner Responsibilities Information Sheet.

cc: Alameda County Regional Emergency Communication Center (Paul Morgan)  
Alameda County Water District (2)  
Alameda County 911 (Coordinator)  
Alameda County Main Post office (Dorothy Wilson)  
Allied Waste Industries, Inc. (Customer Service Manager)  
Fremont Main Post Office (Carolyn Abbate)  
Lynx Technologies  
Pacific Gas & Electric (Service Planning Dept.)  
AT&T – Engineer; Service Location Information Center (2)  
Union Sanitary District (2)  
Fremont Community Development - Site Plan Architectural Review (BPSPAR)  
Fremont Plans & Permits  
Fremont Fire Department (Gerald Fogel) (2)  
Fremont GIS (Ruby Wun; file copy - letter only)

**TABLE A:**

Record	Address No.	Street Name	Unit Type	Unit No.	Zip Code	Tract No.	Lot No.	Building	Address Type	Address Status
1	4533	Mattos Dr			94536				Situs/Property	Existing
2	4531	Mattos Dr			94536				Tenant Space 2	NEW
3	4535	Mattos Dr			94536				Tenant Space 1	NEW

### LOCATIONAL MAP

(For reference only – see official addressing map for actual/correct address)

