



Information Technology Services
 3300 Capitol Avenue, Building B, Fremont, CA 94538
 510-494-4821 fax | www.fremont.gov

Date: July 14, 2011

To: Bridget Kitzerow
 CB Richard Ellis
 2025 Gateway Place # 100
 San Jose, CA 95110
 AND
 Shelley O'Toole
 API Design Inc
 200 Blossom Lane
 Mountain View, CA 94041

Discretionary Rev: n/a
 Permitting File#: BLD2012-00213
 SP#: 78-0191
 APN#: 519 135103500
 Zip Code: 94539
 Fire ESZ | Box/S-Dist: 07 – 296 | 7-4 / 110C4
 Address For: Business

Re: Address for new tenant space – 3201 Skyway Court

To Whom It May Concern:

In response to your request for an address needed for a new tenant space, a total of one (1) new address has been assigned. For a full inventory and description of the address, 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 within 10 business days. The files will be stored under SP78-0191.

Documents available on Web Site:

X	Notification Letter
X	Address Plan (map)
	AutoCAD Drawing

X	Address Table
	G.I.S. Layer

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 address 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

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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.

Sincerely,



Christine K. Frost
GIS and Addressing Manager

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

cc: **Paper copy mailed to:**
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)
Delivery Detached Unit Post Office (George Macias) – zip code area 94539
Lynx Technologies
Pacific Gas & Electric (Jessica Rice / Service Planning Dept.) (2)
AT&T – Engineering
AT&T – Database Center / SLIC
Union Sanitary District (2)

Sent via e-mail:
Fremont Community Development - Site Plan Architectural Review (BPSPAR)
Fremont Plans & Permits
Fremont Fire Department (Gerald Fogel)
Fremont GIS (Ruby Wun; file copy - letter only)

TABLE A:

Record	Address No.	Street Name	Unit No.	Zip Code	Subdivision No.	Lot No	Building	Address Type	Address Status
1	3201	Skyway Ct		94539	PM 7856	2		Tenant Space NRES SPACE	NEW

LOCATIONAL MAP

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

