



Date: October 8, 2014

To: Diana Chan
 2617 Sunnycrest Ct
 Fremont, CA 94539
 AND
 Minxi Liu
 Urban Improvement
 812 5th Ave #D
 Oakland, CA 94606

Requestor: BYEE
 Discretionary Rev: PLN2014-00212
 Permitting File#: BLD2014-04172; BLD2014-04170
 SP#: 78-0211
 APN#: 525 047201800
Zip Code: 94539
 Fire ESZ | Box/S-Dist: 03 – 497 | 3-4 / 91C7
Address For: Residence

Re: Address for Secondary Dwelling Unit – 2607 Sunnycrest Ct

To Whom It May Concern:

In response to your request for an address needed for a new Secondary Dwelling Unit, a total of one (1) new address has been assigned. For a full inventory and description of the new and existing 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 within 10 business days. The files will be stored under SP78-0211.

Documents available on Web Site:

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

In accordance with Title 15 (Buildings and Construction) Chapter 15.55 (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 15.50 (Building Security) of the Title 15 (Buildings and Construction).

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 Registrar of Voters
Alameda County Water District (2)
Alameda County 911 (Coordinator)
Alameda County Main Post Office (Donna Canalin)
Allied Waste Industries, Inc. (Customer Service Manager)
Delivery Detached Unit Post Office (Boanerge Pineda) - zip code area 94539
US Postal Service / AMS – PIQA (Debbie Horton)
US Postal Service / AMS (Veronica Chavez)
Fremont Unified School District (Facilities Director)
Schoolworks (Kathy Reynolds)
Lynx Technologies
Pacific Gas & Electric (Jessica Jones / 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 Community Development – Fire & Life Safety (Howard Hancock)
Fremont Plans & Permits
Fremont GIS (Ruby Wun; file copy - letter only)

TABLE A:

Record	Address No.	Street Name	Zip Code	Subdivision No.	Lot No	Address Type	Address Status
1	2607	Sunnycrest Ct	94539	PM 8455	Lot 3	Secondary Dwelling Unit RES SDU	NEW
2	2609	Sunnycrest Ct	94539	PM 8455	Lot 3	(primary) Single Family Home RES SF	Existing / Verified

LOCATIONAL MAP

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

