



**Information Technology Services**

3300 Capitol Avenue, Building B, Fremont, CA 94538

510-494-4821 fax | [www.fremont.gov](http://www.fremont.gov)

Date: September 9, 2024

To: Sreevidya Jagadeesan  
4259 Nerissa Cir  
Fremont, CA 94555

Requestor: ELE  
Discretionary Rev: CCR2024-00037  
Permitting File#: BLD2024-00708  
SP#: 48-0016  
APN#: 543 041819600  
**Zip Code: 94555**  
Fire ESZ | Box/S-Dist: 10 - 643 | 10-8 / 85B5  
**Address For:** Residence

Re: Address for Accessory Dwelling Unit – 4261 Nerissa Cir

To Whom It May Concern:

In response to your request for an address needed for a new Accessory Dwelling Unit, 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 <https://city.fremont.gov/addressingprojects> within 10 business days. The files will be stored under SP 48-0016.**

**Documents available on Web Site:**



X	Notification Letter
X	Address Plan (map)
	AutoCAD Drawing

	Address Table
	G.I.S. Layer

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

Sreevidya Jagadeesan  
September 9, 2024

Page 2 of 3

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 Ron Chan at (phone) 510-494-4832 or (e-mail) rchan@fremont.gov.**

Sincerely,



John L. Leon  
GIS and Addressing Manager

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

cc: **Sent via e-mail:**

Alameda County Assessor's Office  
Alameda County Registrar of Voters  
Alameda County Regional Emergency Communication Center - Dublin  
Alameda County Water District  
Alameda County 911 (Coordinator)  
Alameda County Main Post Office (Address Mgmt. Systems Manager)  
AT&T – Database Center / SLIC  
Cooperative Strategies/Dolinka Group  
Fremont Unified School District (Facilities Director)  
Fremont Main Post Office (Station Manager) – zip code area 94536 / 94537 / 94555  
Republic Services  
US Postal Service / AMS  
Lynx Technologies  
Pacific Gas & Electric (Service Planning Dept.)  
AT&T – Engineering  
Union Sanitary District  
Fremont Community Development – Building & Safety  
Fremont Community Development – Fire & Life Safety  
Fremont Community Development – Planning  
Fremont Community Services – Environmental Services  
Fremont Plans & Permits

## LOCATIONAL MAP

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



**TABLE A:** Authorized Addresses

Record	Address No.	Street Name	Unit No.	Zip Code	Bldg	Floor	Subdivision No.	Land Lot	Condo Lot	Address Type	Address Status
1	4259	Nerissa Dr		94555			TR 4699	Lot 22		Property/Situs	Verified Existing
2	4261	Nerissa Dr		94555			TR 4699	Lot 22		Accessory Dwelling Unit	Assigned