



Information Technology Services

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

Date: April 2, 2024

To: Shannon Hartter
Parkway Partners, LLC
2275 Winchester Blvd
Campbell, CA 95008

Requestor: n/a
Discretionary Rev: n/a
Permitting File#: n/a
SP#: 66-0075
APN#: 501 111002300
Zip Code: 94538
Fire ESZ | Box/S-Dist: 01 - 474 | 1-3 / 88E4
Address For: Business

Re: Address for New Tenant Space – 3340 Walnut Ave Suite 111

To Whom It May Concern:

In response to your request for an address needed for a new tenant space, one (1) new address has been assigned. For a full inventory and description of the address, please refer to Table “A” for a list of authorized addresses. The enclosed Addressing Plan illustrates the proper use and placement of the new address.

The City recognizes that the current addressing of the tenant spaces does not meet the City’s required addressing standards but understands the need to limit disruption to existing tenants. Therefore, this new suite assignment is contingent upon compliance with the following Conditions of Approval:

1. Wayfinding signage and/or floor plans shall be posted on each floor to clearly indicate the unit numbers and flow direction. Appropriate signage and/or floor plan shall be placed near the elevators and/or stairs as well as where the street addresses change from 3340 Walnut Avenue to 39420 Liberty Street as identified in the accompanying addressing plan. Wayfinding signage and location of the sign is subject to the review and approval of the Fremont Fire Marshal.
2. If any tenant space is vacated or subdivided/modified in the future, an addressing application is required to be submitted to the Fremont GIS Division to ensure suite addressing proceeds towards eventual full compliance with the City’s addressing standards. Approval of suite addressing should be done prior to entering into a lease agreement and/or subdivision/modification of any tenant spaces.

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 SP66-0075.

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 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 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
Irvington Station Post Office (Station Manager) - zip code area 94538
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 Plans & Permits

LOCATIONAL MAP

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

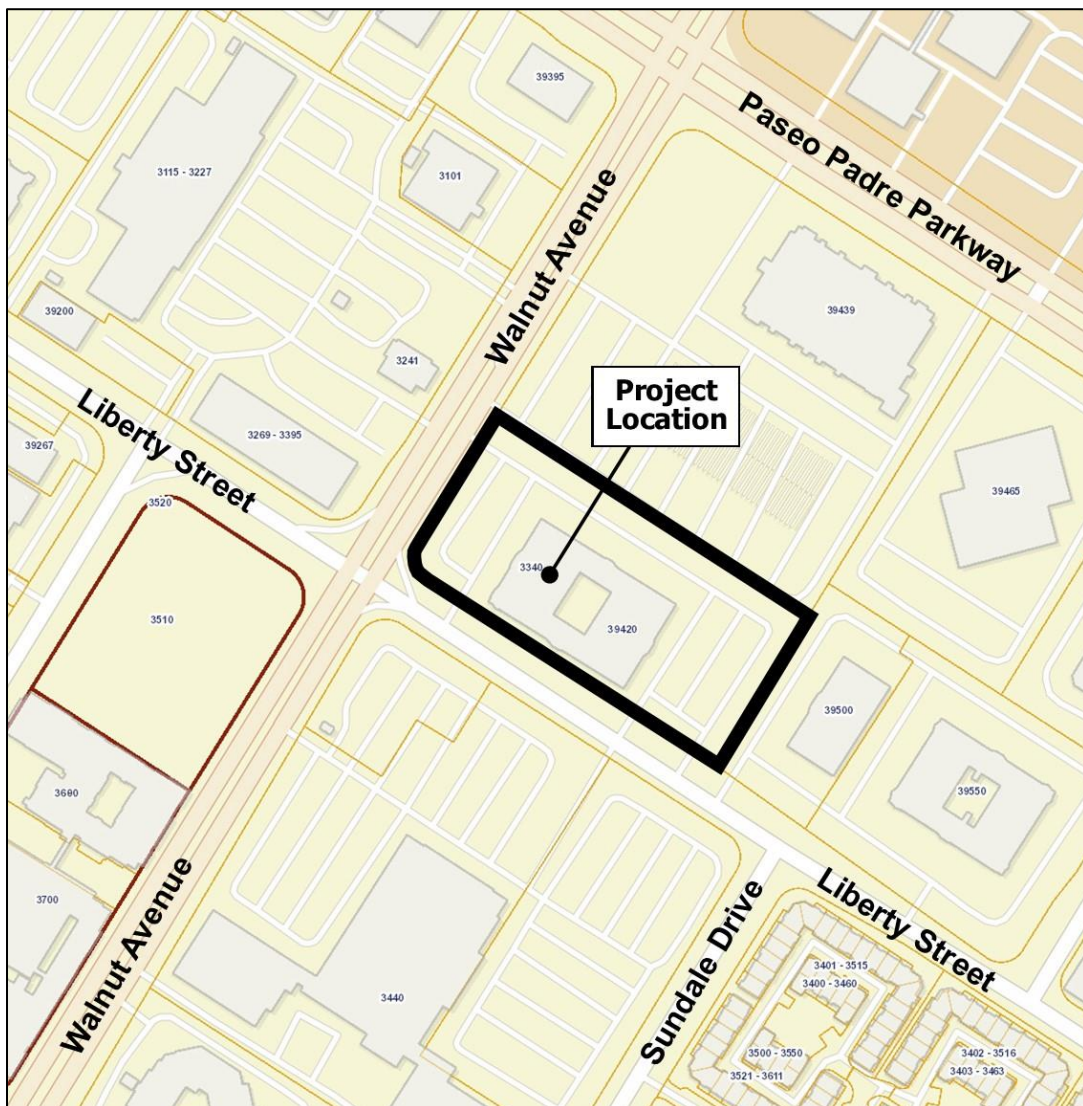


TABLE A: Authorized Addresses

| Record | Address No. | Street Name | Unit No. | Zip Code | Bldg | Floor | Subdivision No. | Land Lot | Condo Lot | Address Type | Address Status |
|----------|-------------|-------------------|--------------|--------------|------|----------------|-----------------|--------------|-----------|---------------------|-------------------|
| 1 | 3340 | Walnut Ave | | 94538 | | | PM 3670 | Lot 1 | | Property/Situs | Verified Existing |
| 2 | 3340 | Walnut Ave | # 100 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 3 | 3340 | Walnut Ave | # 110 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 4 | 3340 | Walnut Ave | # 111 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Assigned |
| 5 | 3340 | Walnut Ave | # 112 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 6 | 3340 | Walnut Ave | # 113 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 7 | 3340 | Walnut Ave | # 114 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 8 | 3340 | Walnut Ave | # 115 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 9 | 3340 | Walnut Ave | # 116 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 10 | 3340 | Walnut Ave | # 120 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 11 | 39420 | Liberty St | # 139 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 12 | 39420 | Liberty St | # 140 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 13 | 39420 | Liberty St | # 145 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 14 | 39420 | Liberty St | # 150 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 15 | 39420 | Liberty St | # 155 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 16 | 39420 | Liberty St | # 157 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 17 | 39420 | Liberty St | # 160 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 18 | 39420 | Liberty St | # 162 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 19 | 39420 | Liberty St | # 163 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 20 | 39420 | Liberty St | # 164 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 21 | 39420 | Liberty St | # 170 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 22 | 39420 | Liberty St | # 173 | 94538 | | Floor 1 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 23 | 3340 | Walnut Ave | # 275 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 24 | 3340 | Walnut Ave | # 280 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 25 | 3340 | Walnut Ave | # 290 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 26 | 3340 | Walnut Ave | # 292 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 27 | 3340 | Walnut Ave | # 293 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 28 | 3340 | Walnut Ave | # 294 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 29 | 3340 | Walnut Ave | # 296 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 30 | 39420 | Liberty St | # 250 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |

| Record | Address No. | Street Name | Unit No. | Zip Code | Bldg | Floor | Subdivision No. | Land Lot | Condo Lot | Address Type | Address Status |
|--------|-------------|-------------|----------|----------|------|---------|-----------------|----------|-----------|--------------|-------------------|
| 31 | 39420 | Liberty St | # 252A | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 32 | 39420 | Liberty St | # 252B | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 33 | 39420 | Liberty St | # 254 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 34 | 39420 | Liberty St | # 258 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 35 | 39420 | Liberty St | # 260 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 36 | 39420 | Liberty St | # 262 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 37 | 39420 | Liberty St | # 265 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 38 | 39420 | Liberty St | # 270 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |
| 39 | 39420 | Liberty St | # 282 | 94538 | | Floor 2 | PM 3670 | Lot 1 | | Tenant Space | Verified Existing |