



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

Date: January 10, 2011

To: Truc Nguyen	File# n/a
4211 Belcarra Ct	SP# 72-141A
Dublin, CA 94568	APN#
AND	Zip Code: 94538
Gina Arigna	Box/S-Dist: 1-3 / 88E4
Intero Real Estate Services	Address For: Residence
200 Serra Way # 45	
Milpitas, CA 95035	

Re: Verification of an existing address – 3695 Stevenson Blvd # 102

To Whom It May Concern:

This letter is in response to your request regarding the validity of one address for a condominium unit located at Assessor Parcel Number 525 165118700. I understand the request is needed to establish the use of the assigned address. **The address you wish to use is 3695 Stevenson Boulevard # 102 and is considered valid for this condominium unit (APN 525 165118700).**

Our records indicate that the address was assigned to the unit in 1989 when the condominium development was constructed. The common address for the development and mailing address for all units is 3695 Stevenson Boulevard. The unit is located in Building E (*which has an address of 3629 Stevenson Blvd issued for building permit purposes only, not unit identification*). It was also identified as Condominium Unit Lot E102 of Tract 6153.

Please refer to the enclosed Addressing Plan for this property to see the location of the addresses assigned to this property. You will need to check your address records and posted address to make sure they match the assigned address (i.e., 3695 Stevenson Boulevard # 102). If they differ, they should be updated as soon as possible for the purpose of rapid identification of your property in the event of an emergency. In addition, please review and update any records that are registered with the City (such as for building permit and/or business tax purposes). By copy of this letter, we are notifying the below-listed agencies and utility companies as well as the County Assessor’s Office. 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 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 SP72-141A.

Documents available on Web Site:

X	Notification Letter	X	Address Table
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 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 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 Assessor's Office
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 (Dorothy Wilson)
Allied Waste Industries, Inc. (Customer Service Manager)
Irvington Station Post Office (Carolyn Abbate) - zip code area 94538
Fremont Unified School District (Facilities Director)

Schoolworks (Kathy Reynolds)
 Lynx Technologies
 Pacific Gas & Electric (Service Planning Dept.)
 AT&T (2)
 Union Sanitary District (2)

Sent via e-mail:

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 No.	Zip Code	Subdivision No.	Condo Lot No	Building	Address Type	Address Status
1	3695	Stevenson Blvd	# 102	94538	TR 6153	Lot E102	Bldg E	Condominium RES C	Existing Verified

LOCATIONAL MAP

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

