

Date: December 29, 2008

To: Scott Dever  
Fremont Partners I  
39300 Civic Center Drive #150  
Fremont, CA 94538

File# BLD2009-02773  
SP# 72-0182  
APN# 507 046501101  
**Zip Code: 94538**  
Box/S-Dist: 1-9 / 88E2  
**Address For: Business**

Re: Addresses for new tenant space located at 39300 Civic Center Drive – Suite # 280 (relocation of existing address) and Suite # 290 (new tenant space)

To Whom It May Concern:

This letter is in response to your request for a new address needed in regards to a new tenant space created from a portion of Suite # 280. A total of one (1) new suite number (i.e., Suite # 290) has been assigned and one (1) existing suite number (Suite # 280) has been relocated. For a full inventory of the addresses, refer to Table “A”. The Addressing Plan illustrates the proper use and placement.

Based on the City’s Addressing Guidelines, suite numbers shall be in a sequential pattern. However, it is recognized that some existing suite numbers for this building (as noted on attached site plan) are out of sequential order. Please note that this may cause a problem with public safety response. It is advised that when these suites are vacated you contact the City for the issuance of new suite numbers. Also, posting a locational map or directional signs at the major entrances will help alleviate confusion.

**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](http://gis.ci.fremont.ca.us/addr/addr_proj.cfm) within 10 business days. The files will be stored under SP72-0182.**

**Documents available on Web Site:**

X	Notification Letter	X	Address Table (with XY Coordinates)
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).

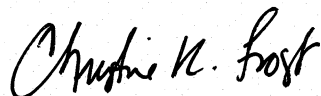
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You will need to update your address records and outside address numbers as soon as possible for the purpose of rapid identification of your property in the event of an emergency. Any occupants and property owner of this parcel should review and update 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@ci.fremont.ca.us](mailto:rwun@ci.fremont.ca.us).**

Sincerely,



Christine K. Frost  
GIS and Addressing Manager

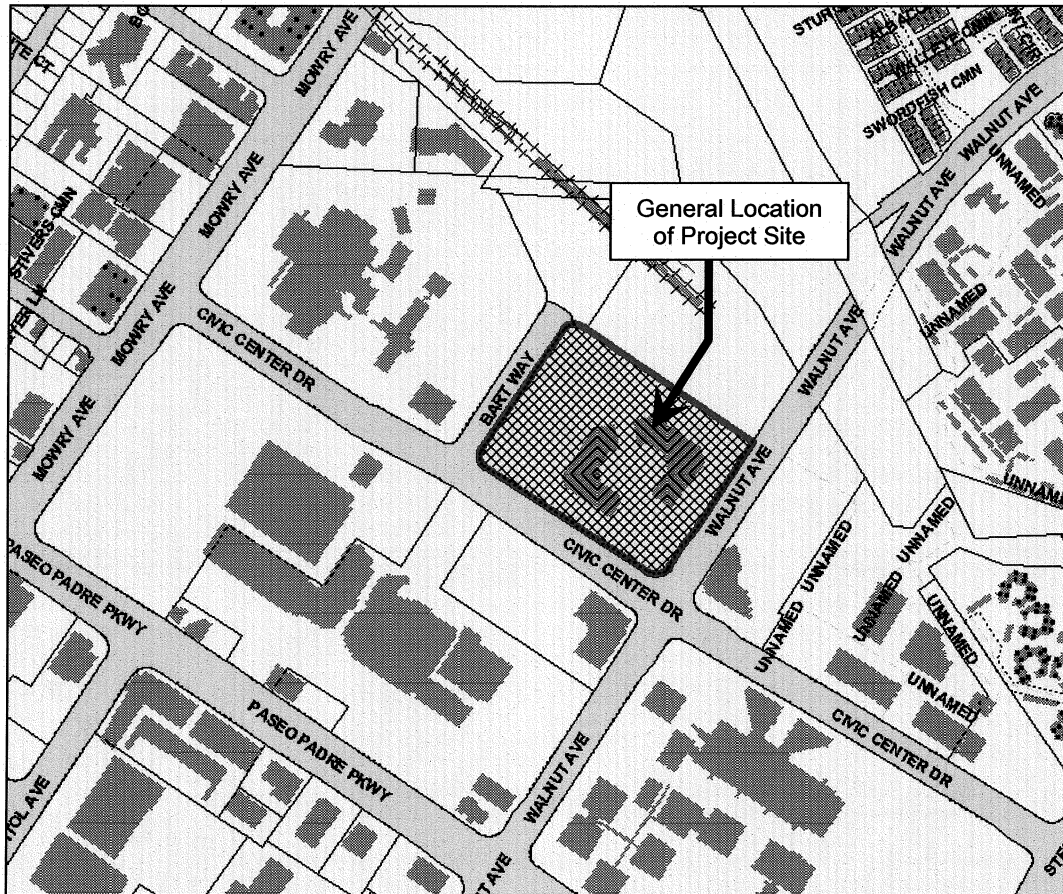
Enclosures (hardcopy/paper): Table A - Address Table, Address Plan - map (1), and Property Owner Responsibilities Information Sheet.

cc:

- Alameda County Regional Emergency Communication Center (Paul Morgan)
- Alameda County Water District (2)
- Alameda County 911 (Coordinator)
- Alameda County Main Post office (Dorothy Wilson)
- BFI Waste Systems (Customer Service Manager)
- Irvington Station Post Office - zip code area 94538
- Lynx Technologies
- Pacific Gas & Electric (Service Planning Dept.)
- AT&T – Engineer; Service Location Information Center (2)
- Union Sanitary District (2)
- Fremont Development Organization
- Fremont Plans & Permits
- Fremont Fire Department (Gerald Fogel) (2)
- Fremont GIS (Ruby Wun; file copy - letter only)

## LOCATIONAL MAP

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



**TABLE A:**

Record	Address No.	Street Name	Unit Type	Unit No.	Zip Code	Tract No.	Lot No	Building	Address Type	Address Status
1	39300	Civic Center Dr	Suite	280					Com/Ind Tenant address	Existing/relocated
2	39300	Civic Center Dr	Suite	290					Com/Ind Tenant address	New