



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

Date: March 28, 2011

To: Jean Louie
 Old Mission Courtyard LLC
 43433 Mission Blvd Suite 101
 Fremont, CA 94539

File# BLD2010-01672
 SP# 84-0234
 APN# 513 060902901
Zip Code: 94539
 Box/S-Dist: 4-3 / 91E7
Address For: Business

Re: Issuance of addresses for two new tenant spaces – 43423 Mission Boulevard **Suites A and B**

To Whom It May Concern:

In response to your request for addresses needed for two new tenant spaces, a total of two (2) new addresses have been assigned (i.e., 43423 Mission Boulevard Suites A and B). For a full inventory and description of the addresses, please refer to Table “A”. The enclosed Addressing Plan illustrates the proper use and placement of the new addresses.

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 SP84-0234.

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.

Jean Louie
March 28, 2011

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 Water District (2)
Alameda County 911 (Coordinator)
Alameda County Main Post office (Dorothy Wilson)
Allied Waste Industries, Inc. (Customer Service Manager)
Delivery Detached Unit Post Office (George Macias) – zip code area 94539
Lynx Technologies
Pacific Gas & Electric (Service Planning Dept.)
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 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.	Lot No.	Building	Address Type	Address Status
1	43423	Mission Blvd	Suite A	94539			Bldg A	Tenant Space NRES SPACE	New
2	43423	Mission Blvd	Suite B	94539			Bldg A	Tenant Space NRES SPACE	New

LOCATIONAL MAP

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

