

TO: U.S. Postal service, attn. Carl Jenkins
Xcel Energy
Q West Communications
Poudre Fire Authority
Larimer County Elections Office, attn. Mary Skipworth
Larimer County Assessors Office, attn. Patti Drieth
Fort Collins City Clerks Office
Fort Collins Light and Power Utility
Fort Collins Light and Power Meter Dept.
Fort Collins Water Utility
Fort Collins Police Services
Fort Collins Building Inspection Dept

FROM: City of Fort Collins, Engineering Dept.
Contact person: J.R. Wilson, Engineering Tech., phone 970-221-6588

RE: Address Change Memorandum

DATE: November 17, 2003

It has been brought to my attention that all the addressing errors in Richards Lake P.U.D. were not corrected with the previous address change memo of September 30, 2003.

Errors were made in the addressing of the Richards Lake P.U.D. (City of Fort Collins reference = R-75 #2235). The problem exists in the 3000 block of Moonlight Drive and is located on the Plat sheet 10 of 10. At this location the even and odd numbers are on the wrong side of the street. The affected lots are: 74 and 75. To remedy the problem the addresses for lots will increase by one and creating odd numbers.

There are also problems with the 1500 block of Waxwing Lane which is located on the Plat sheet 9 of 10. At this location the odd numbers, on Lots 128, 127, and 124, are duplicate numbers with Lots 79, 78, and 77 and inconsistent with the addresses on the even side of the street. Lot 128 should have been 1557; Lot 127 should have been 1563; and, Lot 124, a corner lot which also carries the 2939 Charter Place address, should have been 1569 Waxwing Lane.

Hereafter: The addresses for these lots will be: **Lot 74 = 3003, Lot 75 = 3009 Moonlight Drive.**
The addresses for **Lot 128 = 1557, Lot 127 = 1563, and Lot 124 = 1569 Waxwing Lane.**

Please change your records to reflect this change.

Thank you for your cooperation.

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