

**DEPARTMENT of COMMUNITY DEVELOPMENT**

1700 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3732 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9530

## Request for Change of Address

**Fee: Non-residential & multi-family - \$268.00    Residential - \$225.00**

**Please submit the following, along with the signed application: An 8.5" x 11" in. or 8.5" x 14" in. sized copy of the floor plan & site plan, including parking spaces; location of old and new address of building.**

Requested Address
Previous Address
Legal Description of Property
Reason for Change

Owner Name and Address	Phone Number
Owner's Signature	Date
Fee Paid	Date

**FOR OFFICE USE ONLY:** Please review the request for approval and add comments or sign for approval.

<b>PLANNING / ZONING DIVISION:</b> COMMENTS	
APPROVED	DATE

<b>ENGINEERING DIVISION:</b> COMMENTS	
APPROVED	DATE

<b>FIRE DEPARTMENT:</b> COMMENTS	
APPROVED	DATE