



City of Los Altos

Building Division

Request for Address Assignment or Change

Property Owner's Name _____ Phone No. _____

Owner's Mailing Address: _____

Owner's Email Address: _____

Assessor's Parcel Number: _____

Current Address: _____

Single-Family ☐

Multi-Family ☐

Educational ☐

Commercial ☐

Standard Lot ☐

Corner Lot ☐

Flag Lot ☐

Reason for Address modification:

☐ Accessory Dwelling Unit (ADU)**

☐ Subdivision/New Development

☐ Front door relocation

☐ Other _____

Address assignments are required for:

- Each new address in new developments
- All new ADU's (Accessory Dwelling Units)
- Changing an existing address
- Any time a building's main entrance has been relocated to a different street (typical of a corner lot).

****All ADU's will be addressed as Unit A to the main house number****

****FEES ARE NON-REFUNDABLE****

PROPOSED ADDRESS –

FIRST CHOICE: _____

SECOND CHOICE: _____

THIRD CHOICE: _____

**Submit completed application and site map of property to bldpermit@losaltosca.gov
Once the application has been processed, you will be directed to pay the fees online.**

Date: _____ Property Owner's Signature: _____