



December 1, 2024

City of Pomona Planning Department
505 S. Garey Ave
Pomona, CA 91766

Subject: Request for Extension of Conditional Use Permit CUP-018542-2022

Dear Mr. Fortune,

I hope this letter finds you well. I am writing to formally request a 12-month extension for the Conditional Use Permit (CUP) associated with 110 Foothill Blvd. which was originally granted on December 4, 2024. Due to unforeseen delays in the plan check process, the necessary approvals have not been received yet, and as a result, we are unable to proceed within the originally prescribed time frame.

We are fully committed to moving forward with this project and are working diligently to address all required changes and meet the city's standards. However, the plan check process has taken longer than anticipated, which has affected our ability to meet the required deadlines. We expect our plan check to be fully approved in January or February and start construction immediately after.

We kindly ask for your understanding and consideration in granting a 12-month extension for the CUP, allowing us the necessary time to complete the plan check process and proceed with the project as intended. We are hopeful that this extension will enable us to successfully finalize all approvals and continue working in compliance with the city's regulations.

Thank you for your attention to this matter. Please do not hesitate to contact me at 619-702-9448 or gabriela@marksarchitects.com should you require any additional information or clarification.

Sincerely,



Gabriela Marks
Architect
Marks Architects Inc.