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Wei Chen
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December 5, 2024

Yesena Miranda Meza, Planning Commission Chairperson
Ata Khan, Planning Commission Secretary
Planning Department
505 South Garey Avenue, Pomona, CA 91766

RE: Entitlement and Tentative Tract Map Time Extension Request for PC Resolution No. 22-033, 312 W. Franklin Ave. Pomona, CA 91766.

Dear Ms. Meza and Mr. Khan,

We are writing you to request an entitlement and tentative tract map, which are due to expire on Dec 14, 2024, extension for the project on 312 W. Franklin Ave., Pomona, CA 91766. We would like to request an additional one (1) year for the project to complete the plan check process.

In general, there were challenges we had faced with completing plan checks before the entitlement and tentative tract map would expire. These challenges had contributed to dragging out the timeline and hindered the ability to complete plan check for all departments.

Originally, the project was submitted to building department for plan check in June 2023. However, our application was not processed or reviewed as a result of being informed by the building department that we need assigned addresses attached to our units before the submittal would be processed. We were later informed in order to obtain this addresses, it needed to be assigned by public works and public works needs to give us the address assignment letter in order to proceed with the submittal. The process of getting addresses assigned to the units took 5 months. We then were able to submit drawings on Nov 10, 2023.

Similarly, there was an issue with the Condition of Approvals PC Resolution 22-03 as there were mistakes in regards to the text caught by Carmen Basu of Public Works. This had delayed the submittal for civil engineers and architectural work. Errors in the text was the title of the "PC- Resolution 22-03", which was mistakenly to be "PC-resolution 21-03". Other such error was the address in which the incorrect PC Resolution had stated it as "1137 -1149 W. Phillips Blvd. when in actuality the project address is "312 W. Franklin Ave". In the event of these errors, we had contacted Lynda Ramos, our planner at the time, who had then approved for to make the correct changes to the PC Resolution. However, between the time of Dec. 4 to Dec. 20, 2023, we had received no confirmation from Lynda Ramos even though we had made numerous attempts to get in contact with her. As a result, we had contacted planning who notified us that Lynda Ramos was no longer working for the City of Pomona any longer. Thus, we had contacted Ata Khan, Deputy Development Services Director, who was able to jumpstart the process of making these corrections with the Planning Commission Clerks. We were able to receive the latest PC Resolution a little after the New Year of 2024.



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Finally there were also personal changes both from the development time side and the City side. On the City side, the project Planner Lynda Ramos left the City and was replaced by Carlos Molina. On the development team side, the Owner's project manager left.

We hope you understand our situation. Your consideration and attention to our request is highly appreciated. Please feel free to contact me if you have any questions.

Sincerely,

Wei Chen, Owner

A handwritten signature in black ink, appearing to read 'Wei Chen', is written over a horizontal line.

Signature