

February 28, 2023

Jo-Anne Burns
Planning manager
City of West Covina

RE: Request for time extension of
AUP 20-2065, 2445 Rio Verde Drive, Lot A
AUP 20-2066, 2445 Rio Verde Drive, Lot B

Dear Ms. Burns:

Pursuant to our telephonic conversation. I am writing you to request another extension of the above reference resolutions till February 25, 2024. The parcel map had been recorded with the County and the building plans are ready to be issued. However, owner wish to have more time to select a contractor and finance the project. Owner wish to meet with you or your staff tomorrow afternoon to pay for the extension fee of \$1896.00 in person.

Thank you so much for your consideration and really appreciate all your help.

Sincerely,

A handwritten signature in blue ink, appearing to read "Oliver Roan". The signature is fluid and cursive, with a small "2" written above the "i" in "Oliver".

Oliver Roan
714.987.0089