September 24, 2026

VIA EMAIL DELIVERY

Planning Division
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626

RE: Request for Planning Commission Hearing for Time Extension

Conditional Use Permit (CUP) Associated with Planning Application 22-08

Applicant: Newport Wellness LLC

Subject Property: 2490 Newport Blvd, Costa Mesa 92627

To the Planning Division and Members of the Planning Commission:

Please accept this letter on behalf of Newport Wellness LLC (the "Applicant") as a formal written request for a hearing before the Costa Mesa Planning Commission to consider a time extension for the Conditional Use Permit (CUP) approved under Planning Application 22-08.

I. Requested Extension
The Applicant respectfully requests a **six-month time extension** of the approved CUP, with an **option for City Staff to grant an additional six-month extension** if necessary to complete permit issuance and commence construction.

II. Reasoning and Basis for Extension Request
The necessity for this time extension arises from a combination of required funding milestones, essential adjustments to project strategy, and necessary City review and routing timelines:

1. **Securing Funding for Required Civil Work:** Under the conditions of the approved CUP, significant civil work is required for the site. The Applicant needed to secure adequate funding before proceeding to full submittal and development phases.
2. **Initial Permit Application and Review Delays:** The building permit application was timely filed on March 6, 2026, well in advance of the original CUP expiration date of May 7, 2026. However, City review of the permit application was delayed until after an initial extension was granted on June 5, 2026.
3. **Pending City Plan Review:** In response to comments and corrections received from the City, the Applicant submitted revised plans on September 16 and 17, 2026. These revised plans are currently under active review with the City, and feedback/comments have not yet been received.
4. **City Review and Issuance Timelines:** During a meeting on September 9, 2026, City staff advised that plan review requires approximately three business days for initial routing, plus a minimum of ten days once plans are resubmitted for any subsequent correction cycle. Consequently, permit issuance and the formal commencement of construction cannot reliably occur prior to November 3, 2026, when the current extension expires.

III. Diligent Pursuit of Permits and Project Execution

The Applicant has continuously and diligently pursued all required permits and prepared the site for immediate construction, as evidenced by the following actions and milestones:

- **Funding & Design Team:** Funding was fully secured in September 2025, and a complete professional design team was retained in October 2025.
- **Streamlining the Process:** Although discussions were held with City staff and the design team regarding updated operating standards for dispensaries, the Applicant strategically elected in January 2026 to proceed with the original approved layout to avoid potential delays associated with a formal CUP amendment.
- **Financial Commitment to City Fees:** Between July and September 2026, the Applicant fully paid all City plan check fees and funded the required survey for civil street improvement work.
- **Proactive Coordination with City Staff:** On September 9, 2026, the Applicant met directly with City staff (*Gabriel Villalobos, Jeff Tol*) to review and confirm all remaining outstanding items necessary for building permit issuance.
- **Pre-Construction Readiness:** Asbestos and lead testing have been completed on-site, and general contractors are currently on standby to begin construction immediately upon permit issuance.
- **Parallel Path Demolition Plan:** By September 25, 2026, the Applicant will formally request a project-specific demolition plan and permit as a parallel path to commence site preparation, subject to South Coast AQMD clearance.

IV. Continued Commitment and Equitable Considerations

The Applicant has demonstrated an unwavering commitment to this project, having invested substantial capital into site acquisition/lease commitments, architectural design, engineering, environmental testing, and City review fees.

Denying this extension request while the building permit application remains under active City review would cause severe hardship, resulting in the premature loss of a fully approved, funded, and viable project. Such an outcome would deny the City and the local community immediate, quality improvements to Newport Boulevard solely due to processing and review timelines beyond the Applicant's direct control.

V. Conclusion

For the reasons set forth above, Newport Wellness LLC respectfully requests that the Planning Division schedule this time extension request for a hearing before the Planning Commission at the earliest available date.

Thank you for your time, consideration, and continued assistance with this project.

Sincerely,



NEWPORT WELLNESS LLC

Keith Scott
Managing Member
keith@newimageglobal.com
(951) 377-2181