



RSP Architects, Ltd.  
1220 Marshall Street NE | Minneapolis, MN 55413  
612.677.7100 main | [www.rsparch.com](http://www.rsparch.com)

16 December 2025

Will Richter  
City of Grand Rapids – Planning Department  
420 North Pokegama Avenue  
Grand Rapids, MN 55744

RE: Conditional Use Permit (CUP) – Scope of Work Summary  
Grand Rapids, MN Target T-0904  
2140 South Pokegama Avenue  
Grand Rapids, MN 55744  
RSP Project No.: 9125.016.00

---

Dear Mr. Richter

This letter is intended to summarize the scope of work associated with the proposed project for the purpose of applying for a Conditional Use Permit (CUP).

The proposed work includes limited exterior building and site improvements. The exterior elevations will receive new paint to match the existing color scheme, with the exception of a portion near the front elevation, where the area will be painted Red (Color C-1).

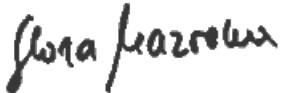
Existing bullseye signage on the front, rear, and side elevations will be replaced with new bullseye signs. In addition, new OPU signage and a Drive-Up sign will be installed. The existing CVS sign will be relocated to a new position between Grid Lines 7 and 8.

Site work is limited to minor improvements necessary to comply with applicable accessibility requirements. No changes are proposed to the overall site layout, and the number of existing parking stalls will remain unchanged.

No additional building expansion, change of use, or increase in occupancy is proposed as part of this scope.

Please let us know if any additional information is required to support the CUP review.

Sincerely,



Flora Mazreku  
Project Representative



Kyle F. Tornow, AIA  
Architect of Record

END OF LETTER

FM:am

P:\Target\0904 MN Grand Rapids 912501600\03 Code-Reg\01 Codes-Zoning\T0904 CUP PLANNING 2025 12 16.docx