

# November 2022 Monthly Report

- 11-1 Sent record of permits issued to Lorain County Auditor, Department of Commerce, Bureau of Census, and Township Fiscal Officer.

## Attended Trustee Meeting

Received a call from Keith Urig of 22429 Foster Road. He would like to build a accessory building addition. Permit process started.

Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process.

- 11-2 Contacted Matthew Wolfe to discuss the Conditional Use Permit renewal fee.

Received a call from Noah Loveless of 42630 St Rt 18. He has submitted the LCPH Property Improvement application for his build. 12' x 32' lean to. Value \$2000. Agriculture use.

Received plot plan. Required: Height, Signature, LCPH approval.

- 11-3 Started monthly township inspection

Received a text from Diane Landers. The new septic design is approved by LCPH. They are talking to a new builder for the construction of the house. She is ready for the permit.

Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process.

Received a call (#1) from Mark Jackson of Jackson Builders. He as a customer on 22389 West Road. They would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee.

- 11-4 Permit #22-21 issued to Diane Landers for a new house.

Received a call from David Brasse of 39026 Smith Road. He would like to rebuild a pole barn on his property. 30' x 48' 16'tall, value \$20,000. It was originally built in 2014 and was destroyed by fire in March. Resident provided information that the current pad is over a septic line. LCPH approved the build. Required: Fee and signature

Received a call (#2) from Mark Jackson of Jackson Builders. He as a customer on 22389 West Road. They would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee

- 11-5 Permit #22-22 issued to David Brasse for an accessory building

Received a call from Keith Urig of 22429 Foster Road. He would like to build an accessory building addition. Permit process started. Received plot plan. He will get the LCPH approval for the build.

Received an email (#3) from Mark Jackson of Jackson Builders. He as a customer on 22389 West Road. They would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee. Requested additional information on plot plan.

- 11-9 Received a call from Dolly Swanson (Marshner) of 41280 Peck Wadsworth Road. She would like to install a split rail fence. She will provide a plot plan.

Received a call from Kevin Zacharias. He owns property on Vermont. He would d like to build a pond and accessory building on the property. He has an engineered pond plan. Called him back and left message.

Received a call (#4) from Mark Jackson of Jackson Builders. He as a customer on 22389 West Road. They would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee. Requested additional information on plot plan. He requested a way to expedite the process. All required information and approvals are required before a permit can be issued.

Received a call from Barbra Perkins on 22389 West Road. She is working with Mark Jackson as her contractor. She would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee. Requested additional information on plot plan.

- 11-10 Received a call from Scott Knapek from Smart Link Realtors. He is working with Tillman Builders to locate a Verison tower site in Penfield. Emailed him the BZA Application, 7.2 D Tower regulations and ORC 519.211. He will provide a plot plan and description of the project. Discussed zoning and BZA process.

Received a call (#5) from Mark Jackson of Jackson Builders. He as a customer on 22389 West Road. They would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee. Requested additional information on plot plan. He requested a way to expedite the process. All required information and approvals are required before a permit can be issued.

Received a call from Barbra Perkins on 22389 West Road. She is working with Mark Jackson as her contractor. She would like to add a 12' covered porch to their house. Discussed the permit process. He will provide a plot plan for review. This would be considered an addition. It does require LCPH approval. Provided plot plan. Requirement: LCPH approval, Value, signature and fee. Requested additional information on plot plan.

- 11-11 Tom Rourke called. He would like to move his shed to accomplish some work on his property.

Received a call from Noah Loveless of 42630 St Rt 18. He has submitted the LCPH Property Improvement application for his build. 12' x 32' lean to. Value \$2000. Agriculture use.

Received plot plan. Required: Height, Signature, LCPH approval. He forgot to mail in the LCPH form.

Received a call from Scott Knapek from Smart Link Realtors. He is working with Tillman Builders to locate a Verizon tower site in Penfield. Emailed him the BZA Application, 7.2 D Tower regulations and ORC 519.211. He will provide a plot plan and description of the project. Discussed zoning and BZA process. Emailed LCPH application.

Sent an email to Barbra Perkins on 22389 West Road. She is working with Mark Jackson as her contractor. She would like to add a 12' covered porch to their house. Sent zoning application.

11-15 Attended Trustee Meeting

Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process.

Isaac Walton would like to use a temporary sign on their property

11-16 Received Loveless LCPH approval

Received Perkins LCPH approval

Permit #22-23 issued to Barbra Perkins for an addition

Permit #22-24 issued to Noah Loveless for an accessory building

Permit #22-25 issued to Dolly Swanson (Marshner) for a fence

Received a call from the LCPH department to discuss property improvement applications.

Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process. Asked to resend the plot plan.

Received an email from Barbra Perkins on 22389 West Road. She is working with Mark Jackson as her contractor. She would like to add a 12' covered porch to their house. Responded to her email with a phone call.

11-22 Attended Zoning Commission Meeting

Attended Board of Zoning Appeals Meeting

Received approval from LCPH for the accessory building addition for Keith Urig.

11-23 Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process.

11-27 Completed monthly township inspection

11-29 Received a call from Jake Tyree. He would like to buy a section of a parcel in Penfield Township. We discussed the requirements and process.

11-30 Permit #22-26 issued to Keith Urig for a Accessory Building Addition.

Total permits this month = 6