

# October 2022 Monthly Report

- 10-1 Sent record of permits issued to Lorain County Auditor, Department of Commerce, Bureau of Census, and Township Fiscal Officer.
- 10-2 Received Email from Stephane Denholm of 43244 St Rt 18. She would like to install about 50 feet of fence. She provided a plot plan. Started the permit. Requested additional information: Signature, fee and value
- 10-3 Started monthly township inspection
- 10-4 Set appointment with Stephane Denholm of 43244 St Rt 18. 7:15 10-4 to complete permit.  
Attended Trustee meeting  
Issued Permit #2219 to Stephanie Denholm for a Fence.
- 10-5 Contacted the BZA chair to remind the conditional use permit letters need to be sent. The renewal fees are due by the end of the month.  
5:21pm Received a voice mail from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022  
5:26pm Received a voice mail from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022.
- 10-6 Returned a call from Chet Ziniewicz of 40580 Smith Road. He called the Zoning Secretary. He would like to start the permit process for a garage rebuild.  
10:30am Received a voice mail from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022  
Returned call to discuss Ohio Revised Code, Penfield Township Zoning and responsibilities.
- 10-7 3:12am (not a misprint) Received a voice mail from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022  
9:14am Received a voice mail from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022. Discussed his father's health, his neighbor's property, a stray cat. He said that he would have the property mowed in 1 week.  
10:00am Received a text from Jacob Moore, son of Terry Moore on Indian Hollow Road. Mowing violation #I182022. He provided information that he is a chef in Oberlin.
- 10-10 Received an unscheduled home visit from Jeff Hollan of 39101 Jones Road. He has some culvert questions on Jones Road.
- 10-11 Attended Zoning Meeting

Received a text from Diane Landers. The new septic design should be completed soon and approved by LCPH. They are talking to a new builder for the constructions of the house.

8:11am Received a call from Dave Brasse of 39026 Smith Road. No Voicemail

4:46pm Received a call from Dave Brasse of 39026 Smith Road. No Voicemail

5:39pm Received a call from Dave Brasse of 39026 Smith Road. No Voicemail

6:40pm Received a call from Dave Brasse of 39026 Smith Road. No Voicemail

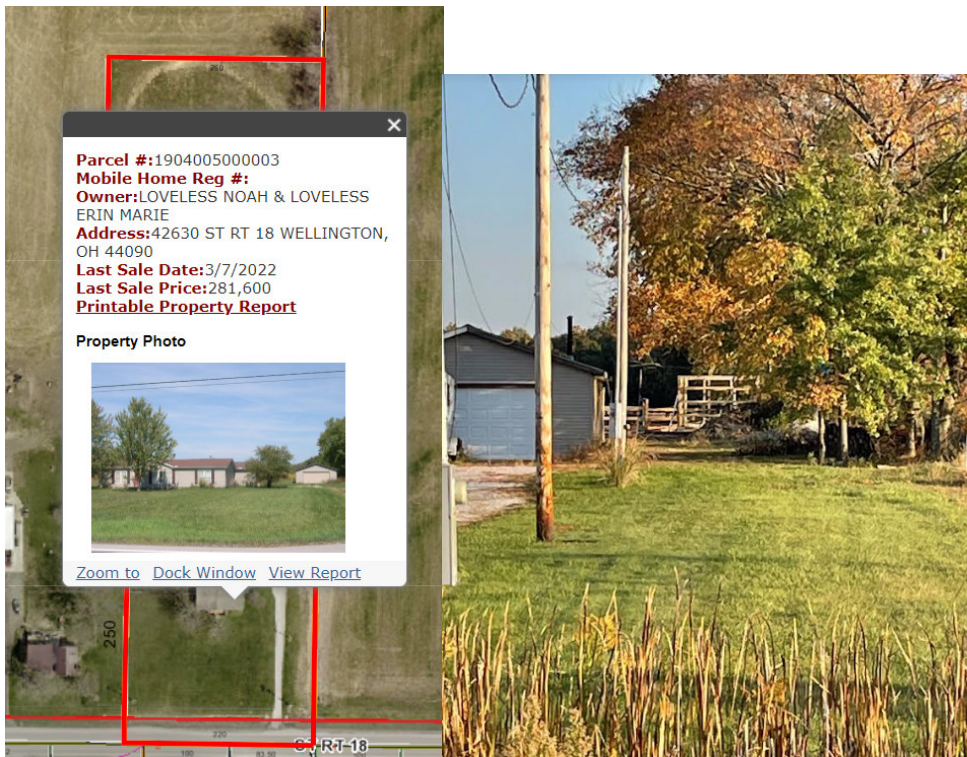
10-12 11:23am Received a call from Dave Brasse of 39026 Smith Road. No Voicemail

Received an email from Dave Brasse of 39026 Smith Road. He would like to rebuild a barn. County and Township permit is required. Requested plot plan to review to start the permit process

Received email from Kyle Long of 40137 Jones Road. He would like to build a barn on his property. Requested a plot plan.

Attended BZA hearing for Short Action Customs.

Issued Violation #J122022 to Erin and Noah Loveless for building a structure without a permit.



10-13 Received email from Kyle Long of 40137 Jones Road. He would like to build a barn on his property. He sent a copy of the Township Permit. He did not send a plot plan. A second request for a plot plan of the build.

10-14 Received a call from Tim Misconish of 20707 Indian Hollow Road. He is replacing existing fencing.

Received an email from Dave asking if a roof replacement requires a permit.

10-15 Attended Dumpster Day

10-17 Prepared Conditional Use Permit report for the Board of Zoning Appeals

Received notification that the Short Action Customs BZA Decision is signed and complete.

Received calls / Texts

Call 9:01am no message

Call 9:30am no message

Text 9:31am Louis Elbert from LuBucks Roofing in Elyria. They are replacing a roof.

Call 10:54am no message

Text 10:54am request for a call back

Call 11:24am no message

Text 3:28pm. Louis stopped by the Town Hall, no one was there. No appointment was made.

Returned call at 3:37pm. Work will not change the footprint of the structure. No permit is required.

Received a call from Tim Misconish of 20707 Indian Hollow Road. He is replacing existing fencing. Returned call at 3:38pm Left Message.

10-18 Attended Trustee Meeting

Received the decision from the BZA for the approval of the Short Action Customs Project

Received a text from Andy Gest, contractor for Short Action Customs. They submitted the lot consolidation to the County.

10-19 Received a text from Diane Landers of 22474 Foster Road. She is working to rebuild her house. Septic permits will be issued by end of the week. She would like to know what additional information is required for the permit. Required information: Plot Plan, Value, Septic approval, fee and signature.

Received a call from Gary Morgan 19848 Diagonal Road. His neighbor installed a split rail fence 4 months ago and planted trees on the property line. Neighbor fence permit 21-21. No pins marking the property line.

10-20 Contacted Rachael Duling to find out when she would like her hearing with the BZA to be rescheduled.

Received a call from Tim Misconish of 20707 Indian Hollow Road. He is replacing existing fencing. His fence extends over into the neighbor's property. Discussed the need for a survey to establish property lines. He will try to purchase land from his neighbor.

- 10-24 Received an email 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. Requested Plot Plan.

Received a call from Pat from Grafton Ohio. She asked how did Penfield fight the Lagoons proposed in the township.

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. Requires a Township permit and LCPH approval.

Received a call from Tim Misconish of 20707 Indian Hollow Road. He is replacing existing fencing. His fence extends over into the neighbor's property. He is working with the neighbor and a survey company to establish property lines.

- 10-25 Received a text from Diane Landers of 22474 Foster Road. She is working to rebuild her house. Septic permits are approved. She will provide them when she receives the final copies.

- 10-26 Received an email from Andy Gest, contractor for Short Action Customs. They submitted the lot consolidation to the County. The county has approved the lot consolidation.

Received a call from Andy Gest, contractor for Short Action Customs. Permit is ready. Signature and fee required. Set up appointment to complete the permit.

Issued Permit #22-20 to MG Enterprise LLC for a Commercial Addition

Completed Township Inspection

- 10-28 Updated the Board of Zoning Appeals Conditional Use Permit Files.

Contacted Rachael Duling Informed her that her BZA Hearing is 11-22 at 7:30pm.

Received a call from Diane Landers of 22474 Foster Road. She is working to rebuild her house. Septic permits will be available on Monday. Required information: Plot Plan, Value, Septic approval, fee and signature.

Received a call 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.

Received a Text from David Brasse of 39026 Smith Road. The text contained a plot plan.

- 10-29 Contacted 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. Requires

a Township permit and LCPH approval. Permit has been started. Required information: LCPH Approval, fee and signature.

Started Permit for 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. Requested Plot Plan, signature, agriculture use statement, height of building and LCPH Approval.

Started permit for Tim Misconish of 20707 Indian Hollow Road. He is replacing existing fencing. His fence extends over into the neighbor's property. He is working with the neighbor and a survey company to establish property lines. Required information: Plot plan, signature, agriculture use statement, total linear feet of fence.

10-31 Request to contact Matthew Wolfe to discuss the Conditional Use Permit renewal fee.

Total permits this month = 2