Town of Townsend Engineer's Report

TO: Julie Goodyear, Town Manager

FROM: Michael Ellis, PE

DATE: October 30, 2026

General Engineering

Date	Description
10/16/2026	Attended coordination meeting at Town Hall.

Permit Reviews

TWNSD25001

Date	Description
9/29/2026	Reviewed permit 27-00026
10/5/2026	Reviewed permit 27-00030
10/8/2026	Reviewed permit 27-00010
10/14/2026	Reviewed permit 27-00022
10/14/2026	Reviewed permit 27-00031

Capital Projects

TWNSD25009 661 South Street

Date	Description
9/11/2026	Submitted OSFM site plan approval via email.

TWNSD26004 Public Works Facility

Date	Description
10/1/2026	Performed field survey services.
10/28/2026	Submitted concept sketch. Received initial comments from Town and expect to submit updated sketch on 11/2.

TWNSD26006 Comprehensive Plan Map

Date	Description
10/16/2026	Teams meeting with Town Manager for plan comments and scheduling for deliverables.
10/29/2026	Submitted updated GIS maps to Town Manager for the Comprehensive Plan Update.

TWNSD26007 Community Center

Date	Description
--	Pennoni will submit budget to Town Manager for basic concept plan.

Development Projects

TWNSD25003 Woods at Hidden Creek

Date	Description
9/30/2026	Performed storm sewer site inspection.
10/7/2026	Follow-up regarding tree removal.
--	Construction in Phases 7 & 9 is ongoing with roadway construction beginning.

TWNSD25004 Townsend Cove (Acres)

Date	Description
10/9/2026	Issued email regarding required notification for construction observation.
--	Construction underway. No Town inspections to date.

TWNSD25005 Townsend Crossing

Date	Description
4/2026	Coordination with developer via email regarding bonding requirements.