

RULES AND REGULATIONS – SHEDS AND OUTBUILDINGS  
Westhaven Trails Community Service Association, Inc.  
[Effective July 2023]

The procedures and policies to erect a shed in the Westhaven Plat are as follows:

1. Petitions to install a shed or outbuilding must be formally submitted to the Chair of the Architectural Review Board [ARB] on the Association’s form called “Application for Architectural Committee Approval” prior to commencement of work.
2. The application must be delivered to the ARB Chair via email only at [arb@westhaventrails.org](mailto:arb@westhaventrails.org). The ARB Chair shall acknowledge receipt within 10 days.
3. A completed application includes the submission of all information requested on the Application Form, the reason for installing the shed or outbuilding, a picture of the type of shed or outbuilding (a brochure or other information provided by the manufacturer is sufficient), and a map/sketch showing the location of the shed or outbuilding on the property, distance from the property lines, and its relationship to the house. The ARB may require submission of additional plans, specifications, or other information prior to reviewing the application.
4. After receipt of all required attachments and information, the ARB may take up to 10 days from the date the ARB Chair acknowledges receipt of the completed application to review the application. The ARB may request additional time if clarification of the information submitted is required.
5. The decision of the ARB shall be in writing and, if the proposed shed or outbuilding is not approved, the decision shall provide the reasons to the applicant. The ARB may condition its approval on making changes to the proposed shed or outbuilding as appropriate and in the ARB’s reasonable discretion.
6. After approval, the shed or outbuilding shall be installed as promptly and diligently as possible. If the shed or outbuilding is not completed within one year from the date of approval, ARB approval expires and a new application must be submitted.
7. Installation should be completed by a qualified professional.
8. Shed or outbuilding specifications are as follows:
  - a. The shed or outbuilding must be constructed of materials consistent in style, color, and texture to the house and appropriate to a residential neighborhood.
  - b. The shed or outbuilding shall be no more than 150 square feet in size with wall height not to exceed 8 feet tall.
  - c. The shed or outbuilding must carry a minimum 15-year warranty on maintaining durability and color.
  - d. Sheds or outbuildings are limited to the back yard, defined as the area behind the house, and shall not be visible when looking at the house from the street.

e. No shed or outbuilding shall be placed within any easement of record which may damage or interfere with the installation and maintenance of utilities, or which may change the direction or volume of flow of drainage channels in the easement, or which may obstruct or retard the flow of water through drainage channels in the easement.

f. No shed or outbuilding shall be located nearer than 6 feet to an interior lot line, except that no side yard of more than 3 feet shall be required for a garage or other permitted accessory building located 50 feet or more from the minimum building setback line.

g. No shed or outbuilding shall be used for residential purposes without specific written permission of the ARB.

9. Residents who: 1) erect a shed or outbuilding without prior approval by the ARB, or 2) erect a shed or outbuilding that is not substantially the same as depicted in the application materials submitted to the ARB, or (3) after the shed or outbuilding is approved and erected, do not maintain their shed or outbuilding, or (3) violate these Rules and Regulations for sheds and outbuildings, should expect to be sanctioned by the Association pursuant to the Use Restriction Fine Policy.

10. It is the homeowner's responsibility to ensure that the proposed shed or outbuilding, and its location and installation, is not in violation of any city codes or ordinances.