

**Marshall Woods Homeowners Association**  
**Policy Resolution #1**  
**Regarding the Installation of Accessory Buildings**

WHEREAS, Article III Section (d) of the Declaration of the Marshall Woods Homeowners Association (“Association”) provides for Architectural Control and stipulates that detailed responsibilities may be further defined by the Board of Directors.

WHEREAS, Article III, Section (d) of the Declaration of the Association provides that the Board of Directors have authority to approve the installation of Accessory Buildings.

WHEREAS, it has been noted that there is a direct need to further specify the installation of Accessory Buildings on lots throughout the Association within the standards generally prevailing at the Marshall Woods Community.

WHEREAS, The Board of Directors wishes to expand upon Article III, Section (d) to include specific terms regarding Accessory Buildings.

THEREFORE, BE IT RESOLVED that the following procedure shall be followed regarding the installation of Accessory Buildings within the Marshall Woods Community.

**I. Size of Accessory Building:**

- Maximum of 160 total square feet.
- Maximum wall height of the Accessory Building will be 8 feet.
- The roof will be architecturally proportionate to the building.

**II. Use Restrictions:**

- Only one Accessory Building will be permitted per lot.
- Accessory Building shall not, under any circumstances, be used as a living space.

**III. Location of Accessory Building structures:**

- Accessory Buildings may be located only within the home’s setback lines and must be in the backyard.
- An effort should be made to screen the Accessory Building from the view of neighbors and from the front street view.
- Accessory Buildings are not permitted on the sides of the primary residence.

**IV. Accessory Building Structure Requirements:**

- Accessory Building must include a solid floor composed of either:
  - 1) A 4-inch concrete slab on grade.
  - 2) An integrated floor of suitable building material (pressure treated lumber)

- (a) The area around the foundation must be backfilled; no exposed space under the Accessory Building is permitted.
- (b) A suitable barrier must be in place to prevent burrowing animals from making a habitat under the Accessory Building.

- No dirt or gravel floors will be permitted.
- Exterior walls must be of wooden framed construction (2 X 4).
- Roof must be sloped to compliment the primary residence. Flat roofs will not be approved.
- All Accessory Buildings must have a door that latches.
- Building must conform to Cranberry Township Code.

#### **V. Appearance of Accessory Buildings:**

- Exterior cladding must match as closely as possible to that on the primary residence in both style and color. Exterior cladding must be wood, brick or vinyl siding (or combination). NO plastic, rubber, aluminum, fiberglass or all-metal Accessory Buildings will be approved.
- Roof shingles must match as closely as possible those on the primary residence in both style and color.

#### **VI. Utilities:**

- Any utilities servicing the Accessory Building must be underground. No above-ground utilities of any type will be permitted.
- All exterior lighting to the Accessory Building must be approved with the Accessory Building application. All lighting must not exceed a 75-watt light bulb enclosed in a permanent lighting fixture attached to the Accessory Building. All efforts must be taken to shield the neighbors from light trespass.

#### **VII. Maintenance:**

- Property owners are responsible for the maintenance of all structures on their property, including the Accessory Building and any landscaping included, and approved in the initial request.
- No items may be stored outside of the Accessory Building or attached to the outside of the Accessory Building.
- Accessory Building doors should be kept closed and latched when not in use.

#### **VIII. Accessory Building Application Process:**

Drawings need to be submitted covering the following information:

- **Application-** The Alteration Request Form for an Accessory Building must be completed in its entirety and submitted with the following plans for consideration.
- **Site Plan-** This diagram will indicate the size of the existing lot (length and width), size and location of the existing primary residence (including garage) and the size and location of the

proposed Accessory Building. Please use the survey provided with the home as a basis for the site plan. If you do not have a survey, one can be obtained from Cranberry Township Municipal Building in the Customer Service office.


- **Elevation views-** This can be a photo, drawing, catalogue cut sheet, etc. that will illustrate the front, rear and side elevation views of the proposed Accessory Building. This should illustrate both the material to be used as well as the style and color. Indicate on an elevation view the height of the proposed Accessory Building.


**IX. Accessory Building Review Process:**

- **Submission-** Once the above application is completed and the Accessory Building requirements are met applications should be sent to the management company via email, fax or mail.
- **Review-** Applications are reviewed by the Board as they are received by the management company. Each application is checked to ensure that it meets the requirements as outlined above and is then submitted to the Board for review.
- **Response-** The Board will respond to applications based on the completeness of the application, the effects of the neighboring homes, after a site visit is completed, and other factors.
- **Approval-** Work cannot start until the request is approved by the Board.

Adopted this 12<sup>th</sup> day of September 2017

  
\_\_\_\_\_  
President Jeffrey J. Lovell

  
\_\_\_\_\_  
Vice President Kevin M. Weiss

  
\_\_\_\_\_  
Secretary/Director Justin M. Fiore