

# HOUSING AUTHORITY OF THE TOWN OF ENFIELD

1 Pearson Way  
Enfield, Connecticut 06082  
(860) 745-7493 FAX: (860) 741-8439  
TDD/TTY 800-545-1833 ext. 849

## **MODERATE RENTAL SHED PROCEDURES**

These procedures are for the purpose of setting clear standards for staff and residents as to the requirements for resident owned sheds at our two Moderate Rental family properties, Green Valley, MR-26 and Laurel Park, MR-56.

### **RATIONALE:**

The property known as Laurel Park, MR-56, built on slab construction, lacks basement space. The property known as Green Valley, MR-26 has basements for each of its units. Since residents are responsible, as defined in their lease agreement with the Authority, for the care, maintenance, and general upkeep of their yards, including cutting of the lawn; and since local and state fire codes prohibit the storage of certain flammable substances, such as gasoline, inside dwelling unit spaces; the Housing Authority permits each resident household to erect a shed on the premises leased to them for the express purpose of storage of belongings including a lawnmower and legal container(s) for flammable liquids such as gasoline.

### **SITE ALTERATIONS & REQUESTS:**

All material changes to buildings and property owned by the Housing Authority are strictly prohibited except where approved by lease agreement or by permission through the procedure of making a formal request. At no time are building code violation, fire code violation, or zoning code, (see attached town zoning regulations), violation changes permitted. Installation of a shed is considered a site alteration.

A request for a shed must be submitted in writing to the Authority by the primary lease holder of a unit. This request must be dated, have the name, address, contact phone number(s) of the primary lessee, and the pertinent information regarding the request. This information must include the size and type construction, including make and model if store bought, of the proposed shed. Where feasible a brochure with photograph and/or details of shed construction and layout shall be provided. Residents proposing to erect a shed to be constructed on site **must** supply a detailed layout of the shed including all dimensions. Location variation of shed placement must be requested in writing accompanied by a clear description and/or diagram. Non-standard or multiple color proposals must be in writing.

Requests shall be mailed or delivered to the Authority office at 1 Pearson Way, Enfield, CT 06082 and addressed to the attention of either the Technical Services Manager or Portfolio Manager.

### **LOCATION:**

In general sheds are to be placed in the rear yard of the property within the bounds of the resident's leased portion of the yard.

## **SHED TYPE AND SIZE:**

In general the Housing Authority defines a shed as having four contiguous walls, with one wall having an access door, connected to a water tight roof. A shed may or may not have a floor. The following types of sheds will be considered for approval by the Authority:

**NEW BOUGHT:** New manufactured sheds may be constructed of painted sheet metal, wood construction of standard lumber, (pressure treated lumber shall not be allowed), or rubber composite construction.

**NEW CONSTRUCTED:** Sheds to be built by lessee or contracted out by lessee for construction shall have materials listed for said construction submitted to the Authority for approval. Sheds shall be constructed following standard acceptable building practices.

**USED BOUGHT:** Regardless of the type, used sheds shall be of sound construction, in good condition, free from rust, sharp and dangerous protrusions, such as nails and jagged metal or wood edges. The Housing Authority reserves the right to assess and reject the conditions of sheds. **SHEDS WITH WINDOWS ARE NOT PERMITTED.**

## **SHED DIMENSION AND SIZE AND COLOR:**

The maximum square area of any shed shall be 80 feet. No single wall shall exceed 12 feet in length. Maximum height shall not exceed 12' to the peak.

In general metal sheds shall be white or brown in color as per standard manufacture styles. Constructed sheds not left in natural wood color shall be painted white or brown. Any variation to these colors or request for multiple colors must be submitted in writing to the Authority. Roof shingle colors are to be either slate gray or brown. Violations of these standards shall constitute a lease violation and shall be addressed through the provisions of the lease agreement.

## **INSTALLATION:**

Sheds may be installed with a floor or without. Brick pavers, cinder blocks or other generally accepted building practices may be employed to level the shed. No installation shall interfere with public utilities, means of access and egress, thoroughfares or site elements for drainage. Steel sheds need to be anchored.

## **DETERIORATED AND ABANDONED SHEDS:**

Sheds not kept up to general standards as described herein shall be repaired at the lessee's expense within two (2) weeks of written notification. Failure to remedy the deficiencies sited shall be addressed through normal lease procedures including potential charges and eviction. A shed determined to be abandoned by a resident who has moved and left it behind or who has been evicted shall become the property of the Housing Authority. Damaged and/or deteriorated sheds left shall be removed at the expense of the lessee.

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