

Stratford Hall Home Owners' Association
Architectural Review Committee Guidelines Procedure
Aiken, SC 29803

Architectural Review Committee (ARC)

The ARC is responsible for ensuring compliance with the mandates of the Stratford Hall Home Owners' Association (HOA) Covenants. The ARC is an advisory committee, reporting to the Stratford Hall HOA Board. Final compliance issues will be decided by the Board, based upon recommendations of the ARC.

ARC Guidelines

These guidelines are designed to give owners a means to make changes to their property and/or home and still be in compliance with the Stratford Hall HOA Covenants, as received upon purchase of any property in the Stratford Hall Subdivision. By acceptance of a deed or other conveyance, each purchaser of a lot or dwelling agrees to be bound by the provisions of these covenants, which were created to establish and maintain a harmonious and esthetically pleasing residential community.

For administrative ease, these ARC Guidelines repeat and clarify Declarations of Covenants and restrictions provided for the Stratford Hall Subdivision, known as the Covenants. In the event there is a conflict between the Covenants and ARC Guidelines, the Covenants shall take precedence.

Scope

These guidelines are applicable to all homeowners and lot owners in the Stratford Hall Subdivision.

ARC Process

Each homeowner/lot owner (hereafter referred to as "owner") is responsible for complying with the covenants as dictated by the Stratford Hall HOA, without exception. Owners are required to contact the HOA should any new construction or exterior alterations projects to be anticipated or questions arise regarding any compliance issue. Home maintenance that is like-for-like does not require ARC approval. If in doubt contact the ARC.

All new construction and modifications to existing facilities shall comply with applicable city building codes and owners shall apply for and receive permits if required. The ARC is not responsible for reviewing the building code compliance.

All plans and specifications for any dwelling, as well as additions, renovations or replacements to buildings, out buildings, fences, walls and swimming pools must have signed approval by the Stratford Hall Home Owners Association (HOA) and any applicable city building permits before beginning construction. It is the responsibility of the property owner to retain possession of a copy of the written approval for any and all items requiring HOA approval.

The ARC will review all new construction projects, as well as, any compliance issues (to include variances) and render a recommendation to the Stratford Hall HOA Board.

Owners should obtain the Stratford Hall HOA Architectural Change Request Form from the ARC Chair or at stratfordhallhoa.net. The request form should be filled out including a description of the project. The form should be submitted to the ARC via stratford.hall.hoa@gmail.com or directly to the ARC chair.

The ARC/SHHOA BOD will check the gmail account for submittals regularly. The ARC will promptly acknowledge receipt of submittals. The request will be reviewed by the ARC. If additional information is needed, the owner will gather the additional documentation for the ARC.

A recommendation will be provided to the Stratford Hall HOA Board at the next Board meeting or by email. The Board will approve, approve with conditions or deny the request. The Board will endeavor to respond within 15 days of submittal of a complete package. The owner may attend the Board meeting at which the recommendation is submitted.

The owner will be notified of approval, approval with conditions or denial. The notification letter to the owner will be signed by the Stratford Hall HOA President.

Any construction or variance in existence prior to the establishment of the Stratford Hall HOA, will be allowed to remain, but will NOT be allowed to be replaced, moved or adapted in any fashion without review by the ARC and approval of the Stratford Hall HOA Board. The projects/changes submitted by the owner must be completed within one (1) year of approval, or the application must be re-submitted.

If projects were “grandfathered” and not allowed subsequently in accordance with the Stratford Hall policy, the work will need to be replaced, changed or updated under current ARC guidelines.

Projects for Architectural Review

Plans for the following new construction items must be submitted to the ARC for review and approval via the ARC Request Action Form available from the Stratford Hall HOA:

New Homes

Exterior of Dwelling

Driveways

Decks

Patios/Slabs

Outbuildings

New Additions to Existing Structure

Exterior Color Changes

Fences

Walls

Mailbox

Pools/Hot Tubs/etc.

Flagpoles

New Homes

All lots are hereby designated as residential lots and no structure shall be erected on any of the lots other than one detached single family dwelling not to exceed three (3) stories in height. All plans and specifications for any dwelling, as well as additions, renovations or replacement to buildings must have an approval in writing by the Stratford Hall HOA. Dwellings may not contain less than 1,800 square feet of finished heated living space. Basements, garages, porches and patios may not be included to meet this square foot requirement.

Before construction may commence on any lot, the owner or builder shall submit the following to the ARC and secure approval prior to commencement of the construction:

- A complete set of house plans.
- A plot plan with the mapped location of the house shown; all trees that will remain on the lot flagged; all interior property lines staked and flagged for identification.
- A description or samples of all exterior materials (i.e. brick, siding, natural stone, vinyl, Hardi Board (or equivalent) stucco, shutters, and roofing shingles) and paint or stain colors of any and all exterior materials.
- All roofs are preferred to be shingles of an architectural design. Standing seam metal roofing for such things as dormer or porch accents will be considered.

All dwelling houses shall have a minimum of a (2) car fully enclosed garage, either attached or detached. Carports are prohibited anywhere on any lot. No building or any part thereof shall be erected or constructed on any lot nearer than thirty-five (35) feet (twenty-five (25) feet for a corner lot) to the front property line or side street line, not nearer than ten (10) feet to an interior lot line, and reference is made to the building lines set forth upon the plat of this subdivision unless the recorded subdivision plats indicate a different setback line in which case the recorded plat setback line will govern the rule.

All easements, for streets, utilities and drainage are established and dedicated for such uses and purposes as shown upon the plat, and all rights for the use and enjoyment of such easements, streets, utilities and drainage easements are hereby reserved. No building shall be constructed over or upon areas designated for easement purposes upon the plat until and unless written permission is obtained from the ARC.

Exterior of Dwelling

All exterior of dwellings must be constructed of brick, stucco or sided with vinyl or cement board (e.g., Hardi Board, or other similar product). Natural stone, split block or manufactured stone may be used for accent. Exposed cinder block may not be used for finished construction. Materials that meet the criteria of the Stratford Hall Covenants (Section II "General Covenants", Paragraph (1.), "Purpose", for technological advances and environmental values may be identified and suggested on the ARC Form by the owner for possible ARC approval for use.

Driveways

All driveways between the street and garage and/or dwelling must be paved with concrete, brick or pavers unless otherwise approved by the ARC. Dirt or grass driveways are not permitted. Any/all repairs or replacements must be of the same afore mentioned material.

Hours of Work

Construction is permitted only on Monday-Friday, 7:00 a.m. -7:00 p.m., and Saturdays 8:00 a.m. – 5:00 p.m. No construction should be performed on Sundays to maintain the peace and tranquility of the neighborhood for all Stratford Hall residents.

Decks

Any/all decks or decks constructed with the dwelling may have wooden steps. All decks must have underpinning that will conceal the area under the deck.

Patios/Slabs

All plans and specifications for patios/slabs should be consistent with the home's architectural style and must have approval in writing from the Stratford Hall HOA.

Outbuildings

The height of any outbuilding shall be below the roof line of the home. Outbuildings may be constructed of brick, stucco, and wood or sided with cement board (e.g., Hardi Board or similar product) or vinyl. The roof shingles are preferred to be of an architectural design. Alternative roofing will be as approved by the ARC. Outbuildings should be aesthetically compliant with the existing structure. Outbuildings must be placed on the back portion of the lot so as not to be seen from any street view.

New Additions to existing Structures

Additions to existing structures should be of the same or similar materials and aesthetically compliant with the existing structure. Roof lines of any new addition may not exceed the roof line of existing structure. All plans and specifications for any new additions to existing structures must have approval in writing by the Stratford Hall HOA.

Exterior Color Changes

Color changes to any aspect of the exterior structures requires approval from the Stratford Hall HOA. This includes all exterior material (i.e. brick, siding, stone, vinyl or cement board siding, stucco, shutters, doors, windows and roofing shingles). A description or samples of all exterior materials and paint or stain colors of any and all exterior materials shall be submitted to the ARC and approval secured prior to commencement of any work.

Fences

Fence construction shall be as approved by the ARC. No chain link or barbwire fencing is allowed. No fence shall be placed within 1/3 of the lot to the street on any lot, except when it is of an ornamental design and does not exceed three (3 1/2) feet in height. Fences should not be installed over six (6) in height. Fences installed around swimming pools shall IAW current City of Aiken ordinance requirement.

Walls

Walls, as a structure, are to be as approved by the ARC. All plans and specifications for any walls, either retaining or decorative, must have approval in writing from the Stratford Hall HOA.

Mailboxes

All mailboxes (new or replacement) shall be a kind as approved by the ARC.

Swimming Pools/Hot tubs/etc.

All plans and specifications for any swimming pools, hot tubs, etc. must have approval in writing from the Stratford Hall HOA.

Flagpoles (permanent freestanding)

All permanent freestanding flagpoles must be constructed in accordance with current City of Aiken ordinance requirement. No flagpole shall be erected or constructed on any lot nearer than twenty-five (25) feet to the front property line or side street line, nor nearer than fifteen (15) feet to the interior lot line, and shall not exceed twenty (20) feet in height.

Pets

All pets must be on leash whenever they are off the owner's property. Pets should not allow to become an unreasonable nuisance or annoyance to other residents. Pet owners are required to pick up pet waste at all times off their property. This includes vacant lots and areas between sidewalks and curbs. Failure to do so could result in a fine, per City of Aiken ordinance.

Garbage Receptacles

Garbage receptacles shall be kept out of plain sight. Receptacles may be placed at the curb the evening before pick up, which is Wednesday, but must be removed from the street by 7 a.m. the following morning.

Point of Contact

The Stratford Hall HOA Board President is the point of contact (POC) for all members unless another is so designated by the President.

Complaints

If there is an issue among neighbors, the Stratford Hall HOA Board encourages that the issue be resolved between the parties.

Should owners feel that any covenant has been violated, they should contact either the ARC at Stratford.hall.hoa@gmail.com or the Stratford Hall HOA President. These should be egregious sustained violations that warrant consideration by the Stratford Hall HOA Board and not those, which should be resolved between or among neighbors.

Stipulated Steps for Resolution

The complaint will be sent to the chair of the ARC for investigation and recommendation. The ARC will recommend the proper level of response to include but not limited to:

Telephone communication or visitation to notify the party of the inquiry

Written note requesting communication or visitation to complete the inquiry

Telephone communication to complete the inquiry

Written communication with each party to offer negotiation/mitigation

Written communication to mandate correction for a party deemed to be in violation of the covenants.

Adjudication of the complaint shall be completed within thirty (30) days.

Grievances

Grievances to any covenant compliance issue will be addressed to the Stratford Hall HOA Board, in writing, to the following address:

SHHOA President

stratford.hall.hoa@gmail.com

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