

Architectural Control Policy

The Architectural Control Committee is charged with review of all exterior remodeling plans which must conform to the Declaration of Restrictions, Conditions, and Restrictions: Rules and Regulations; and Bylaws.

Any change which is visible to the street or alley requires that an application be made and approval granted before any work is commenced. This includes, but is not limited to, changes to home exterior features, painting, or staining of fencing, modifications to landscaping and addition of statuary.

The committee is fully aware that home improvement projects often follow specific timelines involving contractors. We will therefore make every effort to expedite the process. Please allow ten days for the committee to carefully review your application and notify you.

The Home Improvement Application Form can be obtained from the ACC members, the Board of Directors, or downloaded from the Bedford Parc website at www.bedford-parc.com

Procedure for Approval of Application

- Step 1. Complete the Home Improvement Application Form providing all required information
- Step 2. Submit the completed application to a member of the ACC.
- Step 3. Within three (3) to ten (10) days of receiving the application the ACC will review the projected plans, ensure compliance with the governing documents and vote on approval of the application.
- Step 4. Upon approval, the applicant will be notified by letter or by telephone.

Procedure for Disapproval of Application

In the event the Architectural Control Committee is unable to approve the application as submitted, then the following procedure will apply:

- Item 1: An attempt will be made, as soon as possible, to notify the applicant by telephone that their request did not meet the terms of the governing documents.
- Item 2. A letter will be sent informing the application the application was not approved.
- Item 3. The requested improvements that conflict with the RC&Cs will be noted.
- Item 4. Where possible, suggestions will be made on changes that will bring the request for improvement into compliance with the RC&Cs.
- Item 5. Applicant is asked to consider reapplying making any needed changes.-
- Item 6. If you believe that your requested changes do not violate the RC&Cs or otherwise wish to contest the decision to disapprove, you may appeal the decision of the ACC to the board of directors by notifying the board secretary of you wish to do so at least thirty (30) days prior the next regularly scheduled board meeting.

The Architectural Control Committee is responsible for:

Following the progress of approved modifications.

Making sure that all approved changes are satisfactorily completed.

Monitoring to ensure that disapproved alternations do not commence, or if commenced are halted.

Willful, fragrant violations and abuses of the Declaration of Restrictions, Covenants and Conditions of Bedford Parc Homeowners Association, Inc may result in fines, sanctions, or legal action encumbering the property from resale until such violations are remedied.