



Many of you may not be familiar with the Architectural Review Committee (“ARC”). Every home in Winterset is subject to Covenants, Conditions and Restrictions (CC&R’s”) which, among other things, create the ARC. The CC&R’s state:

*The purpose of the ARC is to assure that all proposed uses and any construction or alteration of any Structure which takes place on any Lot or any other Property shall be performed in conformity with the objective of high-quality environmental design and development as set forth in the Development Plan. To carry out that purpose, the ARC shall have ... the right to approve any and all proposed uses, site plans and Structures to be constructed on the Property. The ARC shall also have the right to approve or disapprove any and all proposed external alterations or use changes for Lots.*

The ARC is composed of your friends and neighbors who volunteer to serve. We don’t pretend to have all the answers, but we do take our roles and community seriously. Please be assured that all issues that come before us will be handled in a neighborly, conscientious manner.

The Chair of the ARC is Paul Hoffmann. The other members of the ARC at this time are Cari Arnold, Michael Brown, Ronda Brown, Vic Burke, Carrie Dahmer, Charlie Fleenor, Dave Lutz, Brian Riegel, and John White. Most of these people have been on the ARC for several years. If you would like to join the ARC, please contact Paul Hoffmann (winterset5arc@gmail.com).

The most common issues addressed by the ARC are exterior painting, permanent basketball goals, fences, landscaping, decks, patios, pools and playsets. However, to be safe, **any** erection of a Structure on, or alteration of, a Lot (including landscaping) should be submitted to the ARC for review and approval. Failure to get ARC approval can result in fines, loss of privileges, liens, and removal of the unapproved Structure, all at your expense. In this regard, please note the [Fine Policy](#) on the website.

Please note that there is a separate Roof Policy on the website. If you install a new roof that complies with the Roof Policy, including use of only the material and color specified in the Roof Policy, then you do not need prior written ARC approval. On the other hand, if you deviate in any way from the Roof Policy, including different roof vents or different material or colors, then you must get prior written approval from the ARC before installing the roof.

The ARC has a Submittal Form, to use for all submittals, available on the website. For additional information to help you complete the Submittal form, refer to the ARC FAQ in the Architectural Review folder of the website. Most Submittals are handled by email and it typically takes about a week to complete the process. However, questions about the Submittal can delay the process. **You may not commence any work until after receiving prior written approval from the ARC.**

The ARC also has a Report Form available to report any issues on any lots that you identify in the community. Please note that the ARC generally does not respond to complaints unless a Report is signed by the reporting party.

As you travel around Winterset, you will notice many kinds of structures, fences, landscaping and other items. Most of these items were approved by the Developer or the ARC. However, some have not been approved. Even if they were approved, there may have been special reasons for what was done in a particular location, or the Developer and/or ARC may have developed different policies after the item in question was installed. Accordingly, **please do not assume that you may copy anything that was done anywhere else in Winterset.** Instead, please always get prior written approval from the ARC before erecting any Structure, or altering your Lot.