
Design Review Requirements for inclusion with Request for Design Review

Required Information to be Included with Request for Design Review

Send/Give to Property Owner with Request for Design Review Form

Addition to Existing Structure (such as a pool, a room, etc.)

1. Need an "As Built" Site Plan....showing home 'as built' on your lot indicating setbacks from lot boundaries, water maintenance easements, utility easements, etc.
2. On this, show (to scale) where the new structure will be.
3. If adding a screen cage, include color of frame and screening.
4. Include drawing of screen cage roof. Mansard roof style is expected in most cases.
5. Show additional landscaping which will be required around pool screens, mechanical equipment, etc. (*Those in Gateway, please refer to pages 48 & 49 in the Gateway Design Review Manual.*)

Re-Painting Existing Structure

1. Include Paint Brand, Name of Color and Color #. Attach a sample of each to the Request for Design Review form, indicating which is Trim, Body, Garage Door, Front Door, etc.
2. Include color of Roof (and Driveway if other than cement) to insure compatibility with proposed new paint palate.

Removal/Addition of Landscaping

1. Show Footprint of residence and location on site. (Site Plan usually helpful)
2. Indicate existing landscaping and use a separate color ink to show what you intend to add or take away.
3. Include name and size of plant material.

Storm Shutters

1. Need a footprint (sketch floor plan), of residence (for condos and villas a "cutaway" is usually found on sales literature) showing exact location of shutter placement, i.e., outside bedroom window, across the lanai, etc. Helpful to # each location.
2. Include color of window trim and color of shutter slats and frame. (White, off-white, beige, bronze, etc.) Proposed storm shutter color should blend with wall color. Most condos have pre-established standard color to be used on the particular condo building.

Screen Doors and Entries

1. Plain Doors are approved – doors with no ornamentation, a small kick plate and a crossbar at or near handle for stability. Generally bronze is preferred to make it appear as a shadow, rather than 'fight' with architecture. Color still needs to be approved.
2. If using the Phantom Screen, frame should match the front door color as closely as possible. Appearance of "Phantom Screen" (trademark) is preferred over a full screen door.
3. Screening Entry Way – Drawing must accompany plans – generally a copy of the model "Footprint" taken from sales literature will suffice. Also a drawing showing the architecture of the entry to be screened.

Playground Equipment

1. Show an 'as-built' site plan – and proposed placement of the play equipment. Play areas, gym sets, etc., should be buffered from neighbors' views. Therefore, show placement of any landscaping used to conceal from view.
2. If you have a picture from a catalog, etc., of the equipment, please include with your request.

Driveway Pavers

1. Include Manufacturer, Style, Color number and name. Prefer to have an actual sample or color picture. Also, need samples of house paint and color of roof to assure compatibility.
2. When any "change" in size of driveway, an "As Built" Site Plan is necessary for us to see current driveway and any proposed extension sketched in a different color.

Statues, Fountains, American Flags, Bird Baths, Gazebos, etc.

1. Show proposed location on a sketch site plan. Provide a photograph or drawing; indicate Size, color, material, etc. Additions such as statues and fountains should be integrated

Since aesthetic decisions regarding statuary are very subjective – generally, we encourage owners to find locations on lanais or near front entries to lessen impact on streetscape.

(Please be sure to include Community and Neighborhood, Plus Lot # and Block, if applicable; i.e.

Gateway – Hampton Greens – [Block, A, B, C, etc.] – Lot #)