GATEWAY GREENS

Design Review Manual

Exhibit "C"

A Planned Residential Community

Introduction

The intent of the Gateway Greens Design Review Manual is to ensure a consistent standard of design excellence and a high level of aesthetic quality throughout Gateway Greens. The consistent application of these requirements will help to protect property values throughout the long-term build-out of our community.

The Gateway Greens Design Review Manual is to be used by builders, purchasers, homeowners, and prospective purchasers of home-sites and parcels as a guide for developing plans for construction within Gateway. Realization of the ultimate goal of an exceptional community depends on the cooperation of homeowners, designers, builders and contractors to follow the architectural control standards and guidelines set forth by the Design Review committee (DRC) for gateway. From time to time, these guidelines may be amended.

In addition to this manual, the Gateway Greens DRC strongly encourages home and/or property owners to review and become familiar with the covenants and standards established for their particular neighborhood which are essential in maintaining property values. Copies of the neighborhood documents may be obtained from the neighborhood association's property manager or from the Gateway Greens web page.

Revised edition of November 6, 1997 repaginated 6/12/00 with June 12, 2000 revised pages 2-4A and Sign section IV Revised December 2007 Revised June 24, 2010 page44 Infringement Enforcement

Revised August 16, Plant List

Single Family/Multi-Family Design Review

Goal:

The Design Review Committee (DRC) for Gateway Greens will review all plans prior to the start of construction on any site in the community. Construction may not commence or be permitted without the DRC's written approval. Approval by the Design Review Committee for Gateway Greens (DRC) is for aesthetic purposes only and does not address engineering or technical merits of construction documents, nor does it certify compliance with relevant building codes or ordinances for which the owner/builder is responsible.

By monitoring and directing all aesthetic aspects of the community, it is the goal of the DRC to maintain Gateway Greens' high standards of design excellence, neighborhood aesthetic and property values.

Process:

The following two step process is intended to identify building and site improvements necessary to accomplish the goals of design excellence.

Step One: Preliminary Concept Plans

The owner/builder may submit to the DRC two (2) sets of plans with the "Request for Design Review" form completed and attached to each set. The DRC will grant written approval, conditional approval, or deny approval of Preliminary Concept Plans. Any changes required by a conditional approval must be incorporated in subsequent plans; failure to do so will be grounds for denial of Final Plans. Any changes identified as "recommended" will not be mandatory, but should be given careful consideration prior to drafting Final Plans. Any denial of approval will be accompanied by a statement setting forth the reason(s).

Step Two: Final Construction Plans and Specifications

The owner/builder must submit to DRC four (4) sets of plans and specifications with a "Request for Design Review" form completed and attached to each set. The following items are **Required** before final construction approval.

- Vegetation Survey: Scale 1/8" = 1" or 1" = 10". This plan must show the location, type and size of significant trees and shrubs on the home-site. This information can be shown on the landscape plan. Any plant materials to be removed must be indicated and care should be taken to preserve suitable plans and shrubs. All vegetation to remain should b barricaded at the drip line of trees. No debris or construction materials will be stored within barricades.
- 2. Landscape Plan: Scale 1/8" = 1" or 1" = 10". This plan must indicate perimeter walls of structure plus window or door locations. This plan must indicate the location, botanical name, size, quantity and specifications of all proposed and existing to remain plant material. Proposed plant material should follow, but not necessarily be limited to the accompanying recommended plant list (see pages 25-29). An irrigation system is also required.
- Site Plan: Scale 1/8" = 1" or 1" = 10". This plan must consist of the following components with specifications:
 A) Building Location.
 - B) Setbacks.
 - C) Existing vegetation.
 - D) Property boundaries.

E) Grading – to show all proposed and existing spot grades or contours, proposed site drainage and finished floor elevations.

- F) Easements.
- G) Paths, sidewalks.

H) Outdoor use areas (i.e., pool deck areas, atrium, etc.)

I) Screen Elements – all mechanical equipment and trash containers to be located on the exterior of the building must be shown on the floor plan, site plan, and elevation drawings, including the proposed method of screening. If plant material is used, the minimum height of the plant must be forty-eight (48) inches.

J) Driveways, Patios and Parking Areas - all hard surface exterior materials, (driveways, patios, sidewalks, pools or decks. Etc.) must be noted by type, color, manufactures specifications or other description detail (these specifications may be included in the landscape plan). An enriched surface material should be considered for the driveway such as: stamped concrete, interlocking pavers, exposed aggregate, or some other decorate treatment. No, asphalt, loose gravel or unpaved surfaces will be permitted.

K) Outdoor lighting – including yard lighting, if any, should be noted by location, type, manufacturer and intensity.

- 4. Floor Plans: Scale ¼" to 1". To include balconies, decks, patios, atriums, utility meter locations, garage, square footage of total living area of residence.
- 5. Roof Plan: To show pitch, valleys, hips, etc.
- 6. Exterior Elevations: Scale ¼" to 1". To include all exterior elevations of main walls, etc., with heights clearly indicated.
- 7. Exterior Material Specifications Sheet: To include samples of exterior colors, paint brand, color number and name, and exterior materials proposed for use.
- 8. Four Sets of Construction Plans: WCI retains one set on file and returns three stamped approved, to builder for use in obtaining Less County building permit.

Construction Approval

The DRC will grant approval, conditional approval or denial based on plans containing the above items. Upon approval, all four sets of plans will be stamped approved, sighed and dated by the DRC.

Changes to Approved "Final" Construction Plans

Changes may be necessary or desirable during the construction or landscaping process. In the event that these changes will alter the exterior of the home or the landscaping in any way, a written request to the DRC indicating the necessary or desired changes or alterations must be submitted.

Builders/Contractors

Builders/contractors are subject to approval by the DRC. Requirements include, but may not be limited to the following:

- 1. Descriptive literature, if available, about the firm; including a list of residential communities in which such builder/contractor has built or modified single family residences or patio homes during the last five years, and the name and address of five clients for whom such builder/contractor has built, modified or started a residence in the past twelve months.
- 2. A current financial statement.
- 3. Additional information may be requested.
- 4. Compliance with the requirements of this Design Review Manual.

Status as an approved builder/contractor does not represent a warranty by the DRC, or Gateway Greens Community Association Inc. or their affiliated, express or implied, of the ability, financial standing, reliability or any other matter related to the choice of an approved builder to build a prospective purchaser's home or to modify an owners existing home. Neither the DCR nor Gateway Greens Community Association warrants the merchantability or habitability of any such builder's work product.

Design Review Fee

If a Builder is approved to build, a Design Review Fee payable to Gateway Greens Community Association in the amount equal to twenty percent (20%) of the price of the home-site must accompany the submission of final building plans and landscape plans. Each purchaser should check with his or her builder as to payment of the Design Review Fee. Two thousand (\$2,000) dollars of the Design Review Fee will be returned to the purchaser and/or builder who paid such Design Review Fee after completing the following items.

- 1. Completion of the residence in accordance with the approved architectural and landscape plans and specifications to the satisfaction of the DRC.
- 2. Possession of a final certificate of occupancy no later than eight (8) months from the date of home-site closing, with a copy provided to the DRC.

The remainder of the fee is non-refundable and will be applied by Gateway Greens Community Association to expenses including, but not limited to, paying the fees of any design professionals engaged by the DRC, and administrative cost associated with the Design Review process.

C. Standards

Minimum Square Footage

The minimum size of dwelling units permitted is determined by the DRC on an individual basis. The requirements are stated within the Neighborhood Supplemental Covenants and are based on a total living area. See neighborhood guidelines below:

					1
Mahogany Run North	A1-25 "A"	2,200	Mahogany Run South	1-21 & 48-52 "A"	2,200
	17-26 "C"	1,800		35-37 "A"	2,000
	1-6 "D"	1,800		1-11 "B"	2,000
	All others	2,000		1-12 "C" & "D"	2,000
				All others	1,800
Cypress Links	All	1,800	Mahogany Isles	1-13 "A"	2,200
				All others	2,000
Fairway Isles I & II	All	1,800	Callaway Greens	All	1,800
Hampton Greens	All	2,500	Walden Lakes	All	1,200
Pinewood Lakes	All	1,600			
	All	1,600			

Building Height Requirements

The vertical distance measured from the finished grade of the lot or the minimum base flood elevation, whichever is greater, to the mean height level between eaves and ridge of gable, hip and gambrel roofs. The maximum allowable height of a single family structure is 25 feet.

Elevations

The architectural character of the residence should be carried through on all sides of any structure.

Setbacks

- The builder is responsible for obtaining an accurate plot map and its specific setback requirements, including information on easements, right-of-way, etc.
- Minimum setback requirements for a detached residence on a single family home-site are established by separate recorded documents for each neighborhood .
- Upon the prior written approval of the DRC, walls for privacy and enclosures for mechanical equipment may be erected within side and/or rear setback lines provided it can be accomplished without encroaching upon an easement.
- The following represents the established setbacks for each neighborhood in Gateway Greens:
- Consult the DRC for applicable setbacks for other residential neighborhoods not listed, such as Champion's Green, Cottages at Gateway Greens, Devonshire Lakes, Sabal Dunes, Silverlakes, Summerwind, Villas at Gateway Greens, etc.

Setback/Easement Variances

In certain situations a variance may be granted for encroachment into a setback or drainage easement. Contact the DRC directly.

Setback table

Caution: Platted easements may result in need for wider or deeper setbacks; always check plat.

Setbacks from lot lines (provided no encroachments into an

easement)

Neighborhood	Front	Side-	Side-	Rear to	Rear to
		one	two	Main	Pool
		story	story	structure	Enclosure
Callaway Greens (to bldg wall) villa lots	With side entry garage 10' but 20' with front entry garage	7 feet	7 feet	20 feet	10 feet
Callaway Greens (to bldg wall) single-family lots	With side entry garage 10' but 20' with front entry garage	7 feet	7 feet	20 feet	10 feet: except 20 feet from lake control elevation

Cypress Links (to bldg wall)	20 feet	7 feet	7 feet	20 feet*	10 feet**
Fairway Isles I & II (to bldg wall)	20 feet	7 feet	7 feet	20 feet*	10 feet**
Hampton Greens (to overhang)	30 feet	10 feet	10 feet	20 feet*	10 feet**
Hidden Links II, single family detached (to roof overhang)	15' with side entry garage; 20' with front facing garage	5 feet	5 feet	10' golf course or open space lot; 25 ' if next to water	
Mahogany Isle (to overhang)	25 feet	7 feet	10 feet	20 feet*	10 feet**
Mahogany Run South & North (to overhang)	25 feet	7 feet	10 feet	20 feet*	10 feet**
Walden Lakes (to overhang)	15' with side entry garage; 17' with front entry garage: 20' corner lots	5 feet	5 feet	10 feet non- water or 25 feet on waterfront lots	5 feet non- water or 20 feet on waterfront lots
				*waterfront homesites = 25 feet	**waterfront homesites = 20 feet

Caution: roof overhangs may not encroach into drainage easements

Site Preparation and Maintenance

- \circ ~ Specific approval from the DRC is required before filling, grading or removing vegetation from the site.
- Any trees or shrubs to be moved or removed shall be indicated on the Construction Plans and ay approval, if given, shall be given at the time of approval of the Construction Plans. All vegetation to be retained must be barricaded to the drip line of trees and shrubs. No construction materials or debris will be allowed with barricaded areas.
- Contractor is responsible for having staked and flagged the location of all underground utilities to avoid damage.
- All construction materials, vehicles, equipment, supplies, temporary facilities and construction activities must be contained entirely within the building plot. Prior to closing on a site, the buyer should note the condition of physical aspects on and near his site, such as sidewalks, street lights water meters and valve boxes, fire hydrants, FPL and telephone boxes, storm drains, existing vegetation, etc. The owner/builder is responsible for any damage to neighborhood improvements during construction, and any such damage must be repaired or replaced by the owner/builder at his expense.
- All building debris must be placed in an approved container, and removed when filled. No loose debris
 may be placed on any site. During construction the owner/builder is responsible for keeping the building
 site clean at all times, and for installing and maintaining barricades in good condition to protect existing
 vegetation.

Guidelines for Contractors

- O Construction hours are between 7:00 a.m. and 6:00 p.m., Monday through Saturday.
- All construction, repair, and maintenance which causes noise or disruption or which unreasonable disturbs the neighborhood must be limited to the above hours, and is not allowed outside of those periods or on national holidays except for emergencies. Radios and tape/CD players are not permitted on sites with golf course frontage.
- All construction vehicles must enter/exit the property only at designated construction entrances, and access the sites through cleared driveways.
- Contractors will provide <u>one sign per home-site or parcel</u> which will display the primary contractor's name. This sign will have receptacles for permits and plans as required by Lee County. <u>All other signs are prohibited.</u>

Exterior Materials and colors

The use of natural materials including stone, real brick and wood for exterior finishes is encouraged. Samples of
proposed exterior materials shall be required at the time of submission of Construction Plans and Specifications.
Artificial or imitation materials may be permitted on exterior elevations, subject to approval by the DRC. Exterior
colors that, in the opinion of the DRC, would be in harmonious, discordant or incongruous for the Gateway Greens
community shall not be permitted.

Windows, Doors, Screen Porches and Patios

- Windows should be clear glass or a tinted glass of a bronze, gray or smoke color. No reflective glass or reflective tinting may be used. Tempered glass or similar material is recommended for all windows and sliding glass doors facing the golf course.
- Bronze-tone screen enclosures are required on all home-sites abutting the golf course, as specified in neighborhood covenants and/or as determined appropriate by the DRC.

Garages, Driveways and Walkways

- All single-family residences must have attached garages with space for a minimum of two (2) cars. Side entry garages are encouraged and automatic garage door operators are required. Carports are not permitted on single family home-sites. In multi-family development carports are expected to reflect architectural details of the residential structures.
- Enriched, decorative surfaces such as interlocking paver, brick, color/patterned concrete, exposed aggregate, etc. are encouraged and may be required in some neighborhoods. Check neighborhood covenants for specific information. Neither asphalt nor gravel driveways will be allowed in any of the single family neighborhoods.

Lighting

- A lighting plan is to be part of the final construction plan submittal for DRC approval. All light fixtures must be of good quality, finished to blend with the surroundings. Fixtures should be compatible with the architecture of the residence and the community. Exposed bulbs are not permitted.
- Use of <u>low wattage lamps</u> for all outdoor fixtures. Colored lens (e.g. blue, green, red, etc.) are not permitted.
 Exceptions may be made for temporary decorative lighting at holiday times.
- o <u>Shield glare</u> from lighting to prevent nuisance glare onto adjacent properties or the golf course.
- o Above grade fixtures will not be permitted in turf areas; completely recessed fixtures may be allowed.
- <u>Walkway lighting</u>, projecting downwards only, may be used along walkways and driveways (excluding right-of-way) with review and written approval from the DRC.

• <u>Post lights</u> must be approved in writing on a site specific basis.

Water Features

Water features are discouraged unless they can be justified for use in Gateway's natural setting. Any water feature visible to the public requires approval by the DRC. If approved, water features must be kept in scale with the residence(s) and have limited jets, sprays, and surface area, to reduce the loss of water through evaporation. It is re commended that water features be designed within private courtyards.

Solar Panels

Solar Energy Collector Panels or attendant hardware or energy conservation equipment shall be permitted. The
DRC suggest they be constructed and installed as a harmonious part of the architectural design of a structure. They
should be located so as not to be readily visible from surrounding streets or home-sites and additional trees may be
required to screen from off-site view.

Accessory Structures

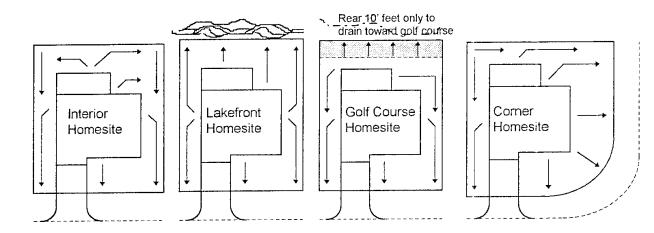
- Including, but not limited, playhouses, tool sheds, gazebos, doghouses, play equipment, trampolines, basketball goals, etc. are not permitted unless specific approval from the DRC is obtained a part of approved plans, or by separate request. Such approval may include additional landscaping to buffer views.
- Similarly, no decorative object such as sculptures, weathervanes, flag poles, birdbaths, fountains, etc., may be
 placed where it would be visible from streets, golf course, or adjoining home-sites and parcels unless the DRC grants
 written approval. (See section V. for further guidelines.)

Walls and Fences

- All proposed fences and walls require approval by the DRC as part of the Final Plans, and their design must be in keeping with the general exterior appearance of the residence. If approved, wall/fences must be located the same distance from the property line as the height of the wall/fence, and be limited in height to a maximum of five feet (5'). Fences and walls may not encroach upon a drainage easement.
- If a fence or wall is constructed within a utility easement, it is subject to removal by the utility company if deemed necessary.

Grading and Drainage

- o Drainage is an important part of the design plan and will be a factor considered by the DRC.
- No drainage from land or structures may flow onto the golf course property, any adjacent commercial property or other residential property unless approved in writing by the DRC as part of a drainage plan.
- Drainage must be controlled to prevent damage or erosion to any property. Grading and drainage (including aesthetic landscape berming) must conform to an approved grading and drainage plan and work in conjunction with overall master planned storm water systems in Gateway.
- Berming must not extend beyond property lines not interfere with Gateway's established drainage patterns. Make all transitions even and smooth.
- Final grading of all planting areas must be rolled, raked and hand worked to achieve a smooth, continuous surface.
- A Grading Plan must be included with the Construction Review submittal. The Grading Plan must indicate the direction of drainage flow and proposed spot elevations to be graded for the entire home-site. This information may be included in the site plan.
- The following diagrams indicate the proper drainage for each type of home-site in Gateway Greens.



Finished Floor Elevations: The finished floor elevations must be noted on the site plan. The list below indicates the minimum finished floor elevation for each neighborhood in NGVD (National Geodetic Vertical Datum).

Cypress Links27.0' NGVD	Mahogany Run South28.5' NGVD
Fairway Isles I & II28.5' NGVD	Pinecrest27.5' NGVD
Hampton Greens28.5' NGVD	Pinewood Lakes28.5' NGVD
Mahogany Isle27.0' NGVD	Waterford Village28.5' NGVD
Mahogany Run North27.0' NGVD	

Note: Use the higher measurement, either from the elevation table or 18 inches above the crown of the road adjacent to the lot. The minimum floor elevation chosen may vary 6 inches (upward) without additional approval by the DRC. In instances where a higher elevation is needed to create a positive drainage, builders must receive approval from the DRC.

Landscape Design Review

A Goal:

Realizing the dream of building a Gateway Greens home is one of the most exciting and important experiences you may have. The quality of your landscape design is as important to the livability and character of you residence as the design of your home itself. The Landscape Design section has been prepared to assist the Gateway Greens homeowner in the design and implementation of a superior landscape plan.

Within this section you will find a step by step guide to the Gateway Greens Landscape Design Review Procedure. Typical landscape designs have been prepared for some of the Gateway Greens neighborhoods. These designs include the minimum specifications necessary to accomplish you landscape plan. Also included are the Gateway Greens Landscape Palette and an important guide to maintaining your landscape.

By using the guidelines presented in this section your landscape design will enhance the beauty and value of your Gateway Greens home.

B Process:

Landscape Plan: A plan must be developed using the following guidelines:

- The landscape plan should be drawn at 1/8" = 1" or 1" = 10' scale. The landscape plan must include the following: North arrow, date, scale, lot, block, neighborhood, owner's name, builder's name, and landscape contractor's name.
- 2. All proposed and existing plant material must be specified on the landscape plan by type, size and quantity. Consult the Landscape Design Requirements and Landscape Palette (contained herein) for more detailed information.
- 3. The landscape plan should incorporate existing vegetation where possible and should complement existing neighborhood landscapes. Contrived, exotic or unnatural appearing plants are discouraged.
- 4. Native, drought tolerant and cold hardy plant species are recommended. Plants groupings should be designed in a clustered or massed configuration and give a finished and established look upon installation.
- 5. View corridors and areas for private outdoor use should be defined in the landscape design. All mechanical equipment, air conditioner and pool equipment, and trash storage areas must be screened from view by plantings or fencing 4' in height.
- 6. The final landscape plan should accompany the construction drawings submitted to the Gateway Greens DRC.

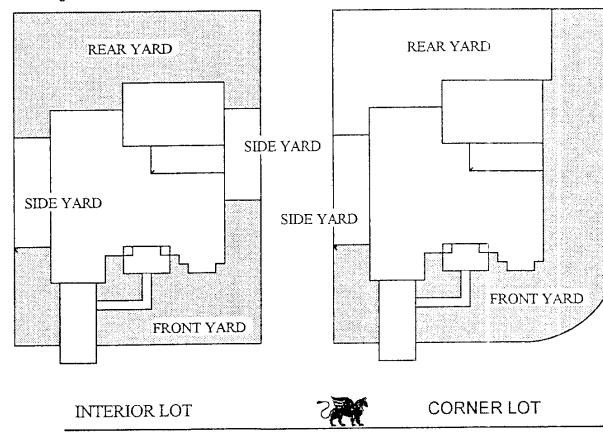
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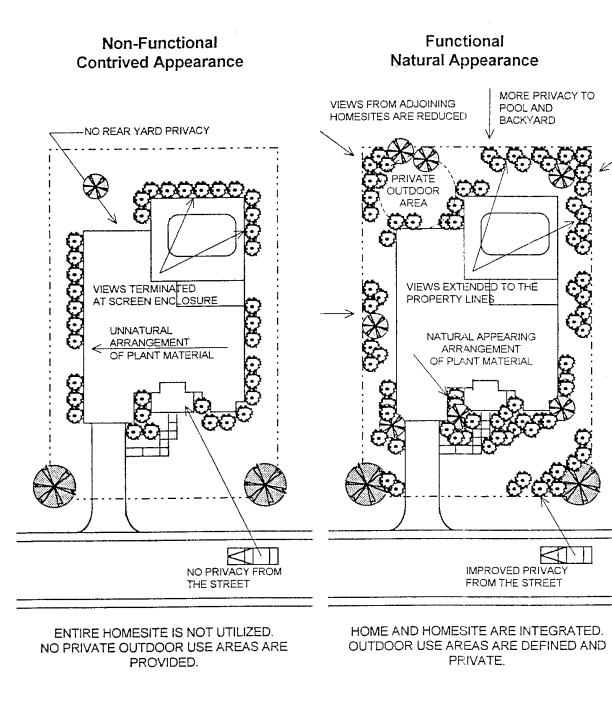
Single Family and Multi-Family General Guidelines

- Any portion of the site not used for buildings, patios, driveways or sidewalks must be landscaped and sodded at the time improvements are made. Whenever possible, suitable existing vegetation shall be preserved, protected and incorporated into the landscape plan. Building areas are to be selectively cleared according to Design guidelines (see Page 5). Landscape plans must include the areas to back of curb or bike path and to water's edge on lakefront sites. All sites must be landscaped in accordance with these guidelines and must be provided with an automatic irrigation system. All exterior mechanical equipment and garage containers must be screened from off-site view.
- Retain the services of a Landscape Architect or designer to develop a functional landscape plan that integrates the Gateway Greens Design Guidelines.
- At least 12 15% of the home-site cost should be budgeted for landscape (sod and irrigation included).
- The general landscape design theme for Gateway Greens should incorporate indigenous and well as other plant materials which will thrive within the environment in which this community is located. Care should be taken to recognize the minute, yet critical temperature differences resulting from the community being located inland from the Gulf of Mexico. These temperature differences can have a major effect on the ultimate survival of some plant material.
- Plant material should be used in such a way as to promote and enhance the quality of the development. Plant palettes should be developed with limited numbers of plant species. Plants should be designed in clusters and/or masses of reasonable spread and height and give a finished, established look upon completion of the installation. Designs should feature reduced requirements for water, fertilizer and general maintenance. Planting should not interfere with the sigh lines required for vehicular traffic or for views from neighboring properties. Topiary trees or shrubs whacked or hacked into unnatural shapes and any artificial or contrived planting plans will not be accepted.
- All plant material shall be Florida Fancy or Florida Grade #1 as defined in Grades and Standards for Nursery Plants, State Plant Board of Florida.
- o It is the owner's responsibility to make sure an adequate budget is part of the overall building budget.

The pages that follow illustrate the landscape design requirements for some of the Gateway Greens neighborhoods. Keep in mind that a corner home-site or any home-site considered by the DCR to be odd shaped or oversized will require landscape in addition to the minimum requirements listed on the following pages.

The diagrams below illustrate the front and rear yard locations.







6/12/00

Gateway Greens Landscape Palette

Listed below and on the following pages is the recommended Gateway Greens Landscape Plant Palette with minimum sizes. Plant species must be indicated on the landscape plan and submitted for review.

Canopy Trees and Palms		Sub-Canopy Trees	
Botanical Name	Common Name	Botanical Name	Common Name
Acer rubrum	Red Maple	Podocarpus macrophyluss	Japanese Yew
Pinus elliottii 'densa'	Slash Pine	Nerium oleander	Oleander
*Quercus Virginiana	Live Oak	Myrica cerifera	Wax Myrtle
*Quercus laurifolia	Laurel Oak	Callistemon spp.	Bottle Brush
Bucida buceras	Shady Lady	Ligustgrum spp.	Ligustrum
Peltophorum pterocarpum	Yellow Poinciana	Psidium littorale	Cattley Guava
Jacaranda mimosifolia	Jacaranda	Lagerstroemia indica	Crape Myrtle
Gardonia lasianthus	Lobiolly Bay	Myrsine guianensis	Myrsine
Bursera simaruba	Gumbo Lymbo	Cassia chapmanii	Bahama Caassia
Delonix regia	Royal Poinciana	Conocarpus erectus	Silver & Green Buttonwoods
Magnolia virginiana	Sweet Bay	Jatropha integerrima	Peregrina
Roystonea regia	Cuban Royal Palm	Pococarpus gracilor	Weep Podocarpus
*Wodyetia bifurcate	Fox Tail Palm		
Koelreuteria elegans	Golden Raintree		
*Sabal palmetto	Cabbage Palm		
*Syagrus romanozoffiana	Queen palm		
*Washingtonia robusta	Washington Palm		
Taxodium distichum	Bald Cypress		

*75% of the required number of trees and palms per neighborhood must come from these species. All plant material shall be Florida Fancy or Florida Grade #1 as defined in Grades and Standards for Nursery Plants, State Plant Board of Florida.

- Minimum height at planting for all canopy trees shall be 12' to 14' and minimum height of palms shall be 12' measured to the bud.
- Minimum height at planting for sub-canopy trees shall be 5 feet.
- All the above mentioned plant materials should be predominate in areas that physically or visually abuts rights-of-way or public areas within the Gateway Greens community.
- Under extreme winter weather conditions, some of the above mentioned canopy and sub-canopy trees will be susceptible to varying cold or freeze damage.
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Shrubs:		Ground Cover/Vines	
Botanical Name	Common Name	Botanical Name	Common Name
Ligustrum spp.	Ligustrum	Strelitzia reginae	Bird of Paradise
Pittsosporum tobira	Pittosporum	Nephrolepis exaltata	Boston Fern
Philodendron selloum	Split leaf philodendron	Ophiopogon japonicus	Mondo Grass
Schefflera arboncola	Dwarf Schefflera	Hemerocallis flava	Day Lilly
Ixora coccinea	Nora Grant Ixora	Lantana sellowiana	Lantana
Lagerstroemia indica	Crape Myrtle	Allamanda cathartica	Allamanda
Podocarpus macrophylla	Japanese Yew	Bougainvillea spp.	Bougainvillea
Chrysobalanus icaco	Cocoplum	Mandevilla grandifora	Mandevilla
Hamelia patens	Firebush	Senecio confusus	Mexican Flame vine
Myrica cerifera	Wax Myrtle	Raphiolepsis indica	Indian Hawthorn
Jasminum volubile	Wax Jasmine	Juniper spp.	Juniper
Nerium oleander	Dwarf Oleander	Pentas ianceolata	Egyptian Star Clusters
Myrsiine guianensis	Myrsine	Liriope muscari	Liriope
Tripsacum dactylodies	Fakahatchee Grass	Trachelospermum jasmine	Confederate Jasime
Viburnum odoratissimum	Sweet Viburnum	Pyrostergia ignea	Flame Vine
Viburnum suspensum	Sandankwa viburnum	Lonicera japonica	Honeysuckle
Eleagnus pungens	Silverthorn	Stenotaphrum secundatum	Sloratam (Sand grown)
Leucophyllum frutescens	Texas Sage	Pennisetum setaceum	Fountain Grass
Murraya paniculata	Orange Jasmine	Alpinia zerumbet	Variegated Shell Ginger
Serenoa repens	Saw palmetto	Duranta erecta	Gold Duranta
		Ruellia brittoniana	Mexican Petunia
		Tulbaghia violancea	Society Garlic

- All plant material shall be Florida Fancy or Florida Grade #1 as defined in Grades and Standards for Nursery Plants, State Plant Board of Florida.
- Shrubs minimum height is 18 to 24 inches. Minimum spacing is 24 to 36 inches. Minimum size is 3 gallons.
- Ground covers minimum spacing upon installation is 12 to 24 inches.
- The above mentioned plant materials should predominate in areas that physically or visually abuts right-of-way or public areas within the Gateway Greens Community.
- Under extreme winter weather conditions, some of the above mentioned plant materials will be susceptible to varying cold or freeze damage.

Screening Materials		Restricted Plants	
Botanical Name	Common Name	Botanical Name	Common Name
Myrica cerifera	Wax Myrtle	Chrysalidocarpus lutescens	Areca Palm
Viburnum spp.	Viburnum	Cocos nucifera	Coconut Palm
Podocarpus macrophylla	Podocarpus	Swietenia mahagoni	Mahogany
Ligustrum spp.	Ligustrum	Hibiscus rosa-sinensis	Hibiscua
Syzgium paniculate	Brush Cherry	Schefflera actinophylla	Umbrella Tree
		Citrus spp.	Citrus Trees
		Vietchia merilli	Manila Palm
		Ravenia glauca	Majesty Palm
		Gardenia spp.	Gardenia

Recommended plant material for screening A/C Units, pool equipment, electric transformers, communications post, trash, storage. Plant material used for screening mechanical equipment must be dense enough and in sufficient quantity at the time of planting to adequately screen equipment.

The required minimum height of this plant material is 4 feet' upon Installation. Plant materials not included on the above list shall receive consideration on an individual basis. All plant material submitted for consideration meet required minimums for sizing and spacing.

All plant material shall be Florida Fancy or Florida Grade #1 as defined in Grades and Standards for Nursery Plants, State Plant Board of Florida.

The restricted plant materials are not recommended and should generally not be allowed in prominent locations or constitute a significant portion of the landscape plan.

These are not cold hardy or are susceptible to severe freeze damage and are only acceptable in private areas of protected locations screened from public view.

Use of these plants is subject to the following conditions. Plants will not be counted towards the minimum landscape requirements. Removal and replacement of these

Plants may be required to be replaced if significantly damaged by freeze.

Unacceptable Plants

The following plants are considered unacceptable and shall not be used within the Gateway Greens community. These plants are restricted by local building regulations or are susceptible to major structural damage due to weak growth habits.

Botanical Name	Common Name	Botanical Name	Common Name
Casuarina sppl	Australian Pine	Cupaniopsis anacardiopsis	Carrotwood
Araucaria excels	Norfolk – Island Pine	Bischofia javanica	Java Bishopwood
Grevillea robusta	Silk Oak	Albizia lebbeck	Woman's Tongue
Acacia auniculaeformis	Earleaf Acacia	Eucalyuptus camalddulensis	Murray Red Gum
Cupressus sempervirens	Italian Cypress	Syzygium cumini	Java Plum
Rhodomytus tomentosa	Downy Myrtle	Thespesia populnea	Cork Tree
Melaeuca quinquenervia	Cajeput	Sapium sebiferum	Chinese Tallow
Schinus terebinthifolium	Brazilian Pepper	Ficus species	Ficua
Dalbergia sissoo	Rosewood	Syzygium jambos	Rose Apple

Landscape Maintenance

After the landscaping is installed, a regular maintenance program is essential to keep the landscape looking good, growing and healthy.

Fertilization

Fertilization of landscape plantings should be an 8-4-8 acid based fertilizer with 50% organic and should contain trace elements. This is applicable to all trees, shrubs, vines and ground covers. Palms and grasses have different requirements, as hereinafter specified. All fertilizers should be watered in after each application to avoid the possibility of burning the plant. (See following page for a complete fertilization guide.)

- Annual Bedding Plants: Apply 1 ½ pounds per 100 square feet before planting and side dress every three to six weeks as needed with liquid 20-20-20. One pound of fertilizer usually equals two cups.
- o Small Shrubs and Ground Covers: Apply ½ pound per plant, well scattered around the perimeter of the root area.
- o Medium Shrubs: Apply 1 pound per plants
- **Large Shrubs:** Apply 1 ½ 2 pounds per plant. Distribution of the fertilizer should be in a band from halfway between the stem and the drip line of the shrub and an equal distance beyond the drip line of the shrub.
- Trees: Measure the diameter of the tree trunk four feet above the ground and apply one pound of fertilizer per inch in diameter for trees of six inches or less. For trees of six inches in diameter or greater, apply two pounds of fertilizer. Do not apply fertilizer within two feet of the trunk of a small tree or within three feet of the trunk of a large tree.
- Palms: Apply a 10-5-10 analysis fertilizer with a 50% organic nitrogen context and trace elements (Mn, Ma) at a rate of one pound per foot of clear trunk (five to seven pounds, maximum). The hole or punch-bar method is one of the best for applying fertilizer to trees and palms. The holes should be six to twelve inches deep one to two inches in diameter and two feet apart, extending about two feet past the drip line of the tree or palm. Fill holes with fertilizer after having established amount as previously specified.
- **Turf:** Areas should be fertilized with a 16-4-8 analysis fertilizer with trace elements at the rate of six pounds per 1,000 square feet of area.

	January	February	March	April	May	June
Floratam Grass			16-4-8			
Trees/ Shrubs		8-4-8			Mulch Beds	8-4-8
Paims		10-5-10				
Annuals	20-20-20	20-20-20	20-20-20	20-20-20	Plant Summer Annuals 8-4-8	20-20-20

FERTILIZATION GUIDE - January through June

FERTILIZATION GUIDE - July through December

	July	August	September	October	November	December
Floratam Grass	16-4-8	, .		16-4-8		
Trees/ Shrubs			8-4-8	•	Mulch Beds	
Palms			10-5-10			
Annuals	20-20-20	20-20-20	20-20-20	8-4-8 Plant Winter Annuals	20-20-20	20-20-20 Prepare For Frost

Pruning

- All pruning should be performed as required to maintain the natural shape and characteristics of the plant variety.
 Hedge shears should not be used to prune shrubs.
- Pruning should include removal of plant material which is dead, broken or diseased. When diseased plant material is removed, the cut should be made well into health plant tissue.
- Pruning should include the removal of inward growing branches, water suckers and crossing or rubbing b ranches. The crossing branch facing inward will generally be selected for removal.
- Flowering shrubs generally should not be pruned until after their bloom period. If they are constant bloomers, pruning can be done best in the Spring after the first flush of blooms. Vertical growth should be pruned at a 45 degree angle. Branches should be removed flush with the trunk.
- Sable and/or Queen Palm fronds should be removed as close to the trunk as possible when they are brown on the tips or when the fronds are infested with the leaf scarifier. Do not remove any of the green health fronds to make it easier to reach dead fruiting stalks or emerging florescence, avoid nicking the petioles or adjacent healthy fronds.

Mowing

The mowing height for Floratam sod is a minimum of 3". It should be owed frequently enough as not to take more than 1/3 of the blade of grass. Excessive cuttings stress the turf and increase watering requirements.

Mulching

Mulching is very important not only for a finished look in the landscape, but also to slow evaporation and slow the growth of weeds. Two to three inches of organic mulch is preferred. All the mulch discolors or washes out, re-mulching is necessary. The existing mulch needs to be stirred up before new mulch is added. The use of rock as a mulch is not permitted due to the increased evaporation of moisture from the soil. Rocks can be used for slowing runoff or accenting an area.

Frost

If a frost warning is issued of extreme cold temperatures (32° or below) are forecast, several preventative steps should be taken. The first step is to make sure the plant is well watered. The next step is to cover the plants the evening of the warning and uncover them the following morning. Some die back can still be expected but leave any damaged material until threatening weather is over.

Water, Irrigation and Sprinklers

- An automatic underground irrigation sprinkler system is required on all plant and sod areas. The best type of
 system has separate zones for turn and shrub bed areas. Turf required more water than shrub areas so it will
 need to be watered more frequently. Turf generally requires 1" of water per week. Once shrubs are established
 (six to twelve weeks), they require less water and should be watered less often. So, when Mother Nature provides
 rain, during the rainy season, the irrigation system can be turned down and watering can be done less frequently,
 on as "as needed" basis.
- The irrigation system needs to be monitored frequently to re-adjust misguided spray, broken heads and stuck timing clocks.
- Timers should be set to water in the early mornings and every three or four days. A good soaking every three or four days forces the plant to produce a deep root system. Over watering not only wastes water but also leaches the fertilizer down below the feeder roots and this waster fertilizer.
- The existing and natural vegetation that is incorporated into the overall design also needs to be considered when the irrigation plan is done. Naturally vegetated areas generally do not need any supplemental watering and it may even be harmful if these areas are irrigated.

TYPICAL FAIRWAY ISLES/CYPRESS LINKS HOMESITES

Minimum landscape materials: (consult Landscape Palette for species type)

Canopy trees

Quantity: Size: 6 (5 of the 6 may be Palms) 12' minimum height, 2" minimum cal.

Sub-canopy trees Quantity: 6 Height: 5' minimum

<u>Shrubs</u> Quantity: 100 Height: 18"-24" Size: 3-gallon minimum

<u>Ground Cover</u> Quantity: 60 Size: 1-gallon minimum

The front of the homesite must contain:

3 Canopy trees 3 Sub-canopy trees 50 Shrubs 40 Ground cover

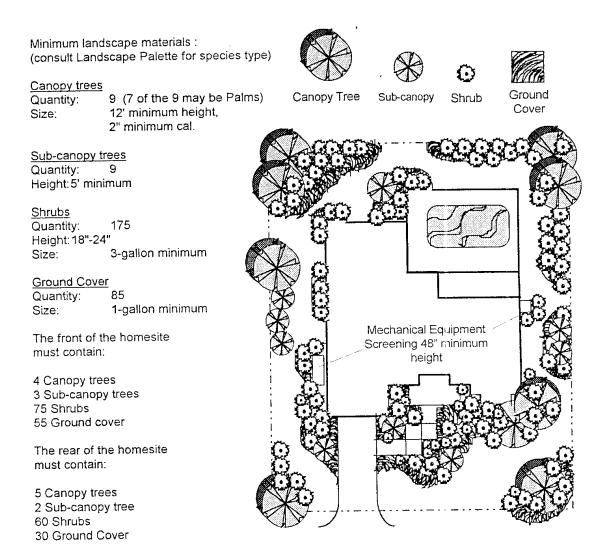
The rear of the homesite must contain:

2 Canopy trees 1 Sub-canopy tree 35 Shrubs 20 Ground Cover Canopy Tree Sub-canopy Shrub Ground Cover Mechanical Equipment Screening 48" minimum height

The balance of the landscape must be massed along the side yards of the residence.

Landscape will be required in addition to established minimum quantities for all corner homesites and homesites considered to be oddly shaped.

TYPICAL HAMPTON GREENS HOMESITE



The balance of the landscape must be massed along the side yards of the residence.

Landscape will be required in addition to established minimum quantities for all corner homesites and homesites considered to be oddly shaped.

TYPICAL MAHOGANY ISLE HOMESITE

Minimum landscape materials : (consult Landscape Palette for species type)

Canopy trees

Quantity: 8 (3 o Size: 12' mir 2" mini

8 (3 of the 8 may be Palms)12' minimum height,2" minimum cal.

Sub-canopy trees Quantity: 10 Height: 5' minimum

<u>Shrubs</u> Quantity: 150 Height: 18"-24" Size: 3-gallon minimum

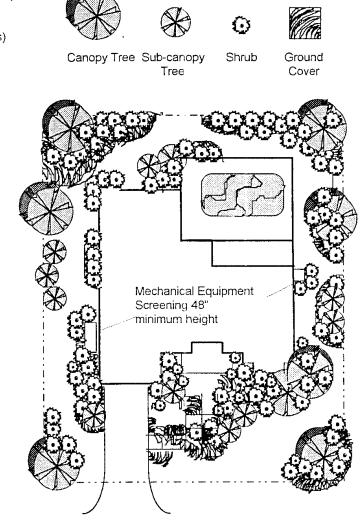
Ground Cover Quantity: 100 Size: 1-gallon minimum

The front of the homesite must contain:

4 Canopy trees 4 Sub-canopy trees 65 Shrubs 60 Ground cover

The rear of the homesite must contain:

4 Canopy trees 6 Sub-canopy tree 60 Shrubs 40 Ground Cover



The balance of the landscape must be massed along the side yards of the residence.

Landscape will be required in addition to established minimum quantities for all corner homesites and homesites considered to be oddly shaped.

OR BK 03275 PG 0996 TYPICAL MAHOGANY RUN HOMESITE

Minimum landscape materials: (consult Landscape Palette for species type)

<u>Canopy trees</u> Quantity: Size:

7 (5 of the 7 may be Palms) 12' minimum height, 2" minimum cal.



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Shrub



Canopy Tree Sub-canopy Tree

Ground Cover

Sub-canopy trees Quantity: 7 Height: 5' minimum

<u>Shrubs</u> Quantity: 110 Height:18"-24" Size: 3-gallon minimum

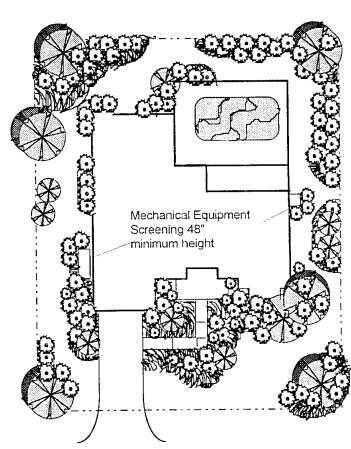
Ground Cover Quantity: 60 Size: 1-gallon minimum

The front of the homesite must contain:

3 Canopy trees2 Sub-canopy trees55 Shrubs40 Ground cover

The rear of the homesite must contain:

3 Canopy trees 1 Sub-canopy tree 40 Shrubs 20 Ground Cover



The balance of the landscape must be massed along the side yards of the residence.

Landscape will be required in addition to established minimum quantities for all corner homesites and homesites considered to be oddly shaped.

Gateway Greens Sign Guidelines

Goal

WCI has established a system of signage control throughout Gateway through recordation of protective covenants and restrictions. This system is intended to assure that signage used in the community is reasonable uniform and is not permitted to detract from the cohesion and beauty of the community.

Process

This section is intended to outline the basic requirements of the system for the information of persons living or working in Gateway Greens. It is not intended to address every possible situation, or to limit the DCR's discretion as applied to signage request and may not be relied upon as establishing or limiting rights.

For all signage within Gateway Greens appropriate standards should be selected from this manual. Signs complying with these standards may be described for approval by reference to this manual. Any deviation from the dimensions, construction details, copy and color specifications outlined within this manual must be presented to the DR C in a comprehensive graphic format with all pertinent details and specifications indicated for review prior to fabrication. In addition to any other situation requiring DRC approval under relevant covenants or restrictions, the DCR must also approve in writing any deviation from the signage manual standards.

If a sign which deviates from the Gateway Greens standards is found by the DCR not to be in compliance with the manual standards, or any other sign requiring approval is erected without written approval, the Owner of the sign is subject to notification by the DCR that the non-conforming sign must be made conforming. If the sign is not removed within any period specified after notification, the DCR may remove the sign.

No decision made by the DCR regarding any waiver or failure to enforce any restriction shall constitute a waiver of any right to enforce these standards or any provision of any covenant or restrictions contained in any recorded instrument. Interested persons are directed to the relevant instruments as recorded with affects the portion of Gateway Greens in which they intend to erect a sign.

When requesting approval of a sign, a site plan (landscape plan and lighting specifications when applicable) must accompany sign specifications for review. A color schedule has been included in these guidelines and must be followed throughout the community.

Standards for Gateway Greens Real Estate "For Sale" and "Open House" Signs

Signs placed in medians or between the sidewalks and the road are subject to removal and destruction. Do not use attention getting devices such as ribbons, banners, or balloons. So that gate guards may direct visitors to your:"Open House" within Gateway Greens, please pre-register with the Gate office at Gateway Greens Dr. and Gateway Blvd.

The only approved colors are: Post and sign panels (all sides): Flex Bon #5710W (Snickerdoodle) semi-gloss enamel paint.

Lettering and the graphic line: Forest Green, computer Cut P.S. Vinyl

For Sale Signs: One (1) wooden "for sale" sign, size 10 inches tall x 32 inches wide (10" x 32"), may be placed on a property for sale. Use 2x2 posts with points; total height of sign above ground is 24 inches. Sign colors, see above.

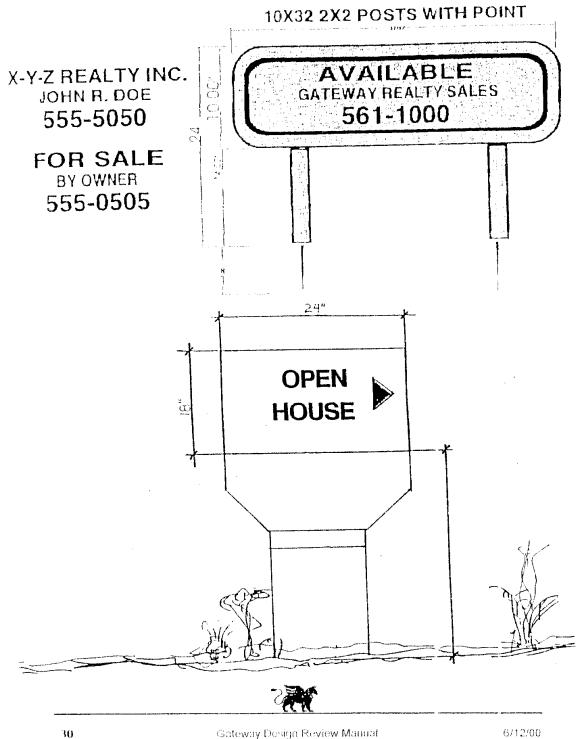
- > Copy may include: (a) realty company name, (b) agent's name, (c) two phone numbers.
- "For Sale" signs may have one small attachment at top or bottom, such as "pool", or a "name rider," or an information box.

<u>Temporary "Open House signs:</u> One (1) metal, step-type "open house" sign may be placed on the property during open hours. Realtor must remove sign by sunset. Limit size of the sign portion to 18 inches tall by 24 inches wide (18" x 24"). Instead of a metal step sign, realtor may use a wooden sign 9 inches tall by 14 inches wide (9" x 14"). Both types use standard Gateway colors, see above.

<u>Within multi-family (condominium) neighborhoods</u>: Realtor must obtain approval from the condominium or neighborhood association before placing any temporary signs in the vicinity of the neighborhood's entry or within the neighborhood at a specific unit "for sale" or "open."

Regardless of the number of units for sale within within a multi-family neighborhood, only one (1) "open house" sign and/or one (1) "unit(s) for sale" sign may be placed at the entry to the neighborhood. This generic signage at the entry serves as notification on behalf of all realtors who may have listings within the neighborhood.

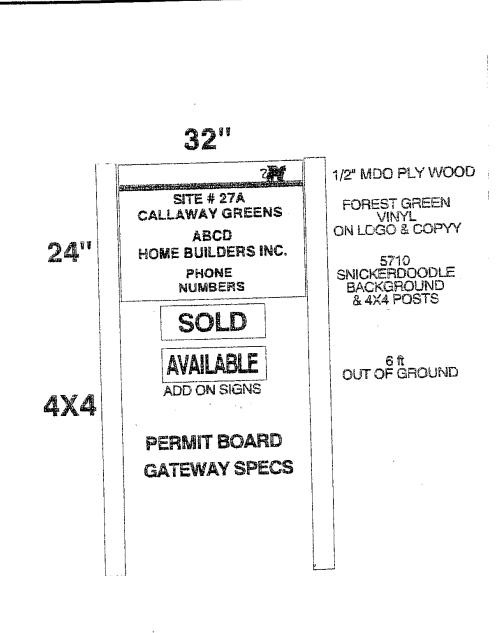
Signs not conforming to above colors, sizes or placement standards will be subject to removal by the Gateway Greens Privacy Patrol.



Gateway Design Review Manual

6/12/00

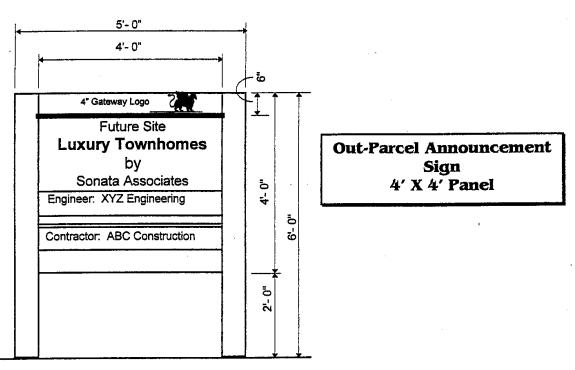
C. STANDARDS



Gateway Building Permit Board



IV. Sign Guidelines



Drawing Not to Scale



Exterior Modifications

Goal

When plans are being made for exterior modifications to your Gateway Greens home, the prior written approval of Gateway Greens Community Association is necessary. The Gateway Greens Community Association has appointed the Gateway Greens DRC to review all plans and specifications prior to the start of any modifications to existing homes within the community.

Modifications could be accessory structures which would include, but are not limited to, playhouses, tool sheds, gazebos, doghouses, play equipment, trampolines, basketball goals, etc. This would also include repainting, exterior construction work or any changes being implemented to the existing landscape planting. Any questions regarding what qualifies as a modification should be directed to the Gateway Greens DRC.

By monitoring and directing all aesthetic aspects of the community, it is the goal of the DRC to maintain Gateway Greens' high standards of design excellence, neighborhood aesthetic and property values.

Process

The following represents the review process for any alterations to your home or property.

- Detailed plans and specifications for the proposed modifications must be submitted to the DRC for review and approval. All proposals must include the residents name, address and telephone number and must be drawn to scale (1" = 30' or 1/8" = 1' minimum).
- 2. After careful evaluation, the DRC will make a decision as to whether the proposal can be approved, approved with conditions or not approved.
- 3. If the DRC determines that the proposal may be approved, an approval letter will be sent stating so.
- 4. If the DRC determines that the proposal may be approved with conditions, a conditional approval letter will be sent along with a copy for the resident's signature of agreement that all conditions as stated in the letter will be adhered to.
- 5. If the DRC determines that the proposal cannot be approved, a letter will be sent indicating that a revised proposal is required and will outline the changes that are needed to create an acceptable proposal.

The DRC will approve, approve with conditions or not approve each required submittal within 20 days, in most cases, after receipt of the completed submittal. If a reply has not been received within 20 days, the proposal should be considered not approved. All DCR decisions are to be made at publically held meetings of the DCR. Meeting dates and times will be posted and meeting dates put on the Gateway Greens web page.

Standards

Some of the most common exterior modifications seen within the community can be found in the following section of the Gateway Greens design Review Manual with helpful guidelines as to how to prepare an acceptable proposal for these specific modifications. If there are any items of interest to you not covered within the section of the manual, please contact the Gateway Greens DCR. Additional information including design review criteria can be found on the Gateway Greens web site.

A complete and accurate proposal leads to a timely review.

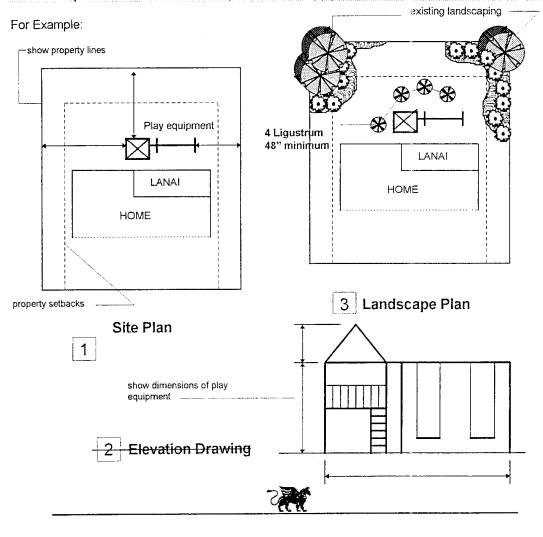
Play Equipment

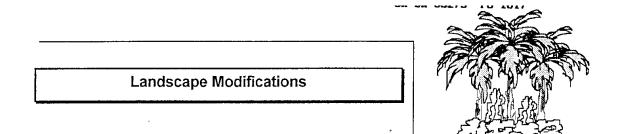


The proposal must consist of the following:

- 1. A site plan, to scale. Show the existing home and indicate where on the property the play equipment is to be located.
- 2. An Elevation Drawing. Show the width and height dimensions of the play equipment.
- 3. A landscape plan. Show how the play equipment will be screened from off-site view. This sketch should include any existing plant material in the area. Be sure to choose plant material appropriate in size and height to adequately screen the play equipment from off-site views (see landscape palette). The site plan and the landscape plan may be combined.

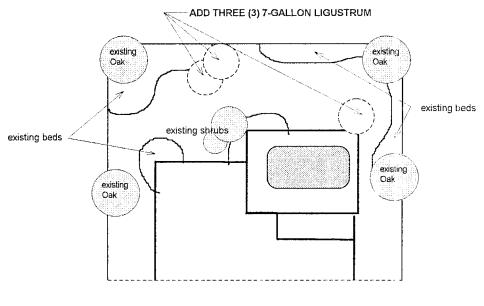
Note: Temporary play equipment must be removed from off-site view when not in use or be considered permanent and the above requirements will apply.





The proposal must consist of a landscape plan, to scale. Show the existing material as well as the changes or additions being proposed, also the types and sizes. Refer to the landscape palette section of the manual for acceptable plant material.

For Example:



Landscape Plan

NOTE: Existing landscaping must not be removed from the property without being immediately replaced with material equivalent in size, height and quantity. Consult the landscape palette for acceptable materials.



Fences

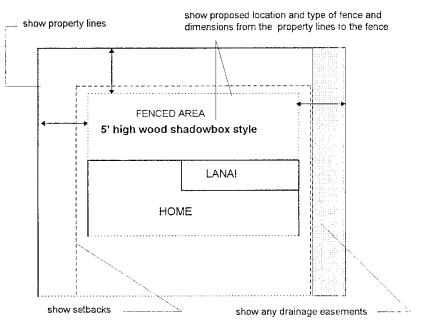
All fences must have <u>written approval</u> from the DRC before installation. Submit a proposal consisting of:

- a) Site Plan prepared to scale and showing all setback dimensions from appropriate property lines to the fence. A fence may not be constructed within drainage easements.
- b) Description or photograph showing height, type, design and material proposed for the fence.
- c) Landscape Plan (shown on next page) illustrating how fence will be softened with landscaping.

The following setback guidelines have been established:

A fence 5' in height must be set back 5' from the property line. A fence 4' in height must be set back 4' from the property line. A fence 3' in height must be set back 3' from the property line.

For Example:

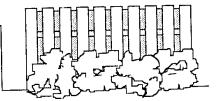


Site Plan

Note: Typically, fences will be painted to match the home and screened from view with landscaping (see following page). Painting and landscaping of the fence must be completed within 90 days from the time of installation.



Landscape Screening A Fence



The illustration below shows an adequate way to buffer a fence from off-site view. The minimum quantity and type of acceptable landscape material used for this purpose is listed below. If the planned material differs from the established list, it must be submitted for review and approval by WCI.

2 7-gallon shrubs planted every 10 linear feet OR 4 3-gallon shrubs planted every 10 linear feet
FENCED AREA
LANAI
. HOME

Landscape Plan

MINIMUM QUANTITY

For every 10 linear feet of fencing there must be installed:



Two (2) 7-gallon shrubs; OR

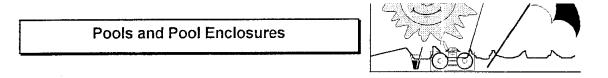


Four (4) 3-galion shrubs

15

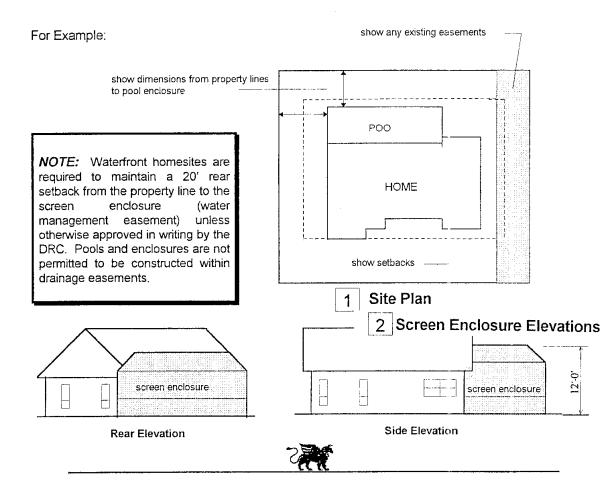
TYPE OF SHRUBS

Ligustrum Wax Myrtle Myrsine Dwarf Burford Cattley Guava

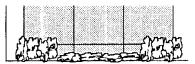


The proposal must consist of the following:

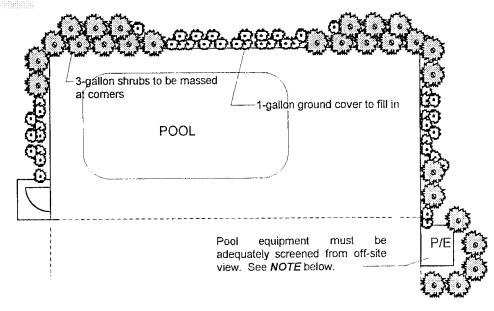
- 1. A site plan, to scale. Show the location of the pool on the homesite and dimensions from the property lines to the pool cage. Show any easements that may exist on the property. See the table of contents for single family setback requirements.
- 2. Screen enclosure elevations and the color proposed. Show the enclosure in relationship to the home. Consult neighborhood covenants or contact the DRC for specific requirements regarding white pool enclosures (not permitted on some homesites).
- 3. **A landscape plan** (shown on the next page). Show how the pool area will be screened from off-site view.



Landscape Screening A Pool Enclosure



The outline below illustrates an acceptable landscape plan to buffer a pool enclosure. The minimum quantity and type of acceptable landscape material used for this purpose is listed below. If the planned material differs from the established list, it must be submitted for review and approval by WCI. If the pool is an addition to an existing home, existing landscape should be shown on the site plan and will be considered when reviewing the proposal and in determining adequate landscape buffering.



QUANTITY

For every 10 linear feet of pool cage there must be installed:



Two (2) 3-gallon shrubs; AND



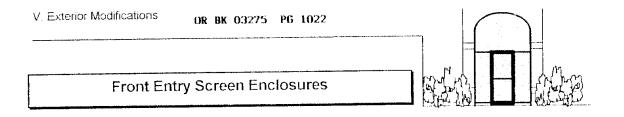
Three (3) 1-gallon ground cover

TYPE Shrubs Pittosporum Self-heading Philodendron Wax Jasmine Dwarf Schefflera Nora Grant Ixora Fakahatchee Grass Sweet Viburnum Dwarf Burford Holly Thryallis

TYPE Ground Cover Lantana Bougainvillea Mexican Flame Vine Dwarf Indian Hawthorn Juniper Asparagus Fern Liriope Confederate Jasmine Honeysuckle

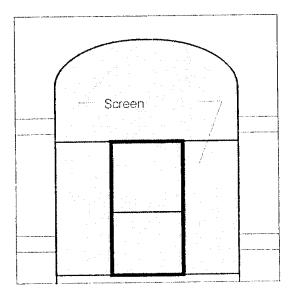
NOTE: Pool equipment must also be adequately screened from off-site view with sufficiently dense plant material, 48" minimum height when installed. Materials for this purpose would be in addition to the quantities listed above.





The proposal must consist of an elevation drawing, to scale. Show how the front entryway will look when finished and indicate the aluminum and screen colors.

For Example:



Elevation Drawing of Front Entryway



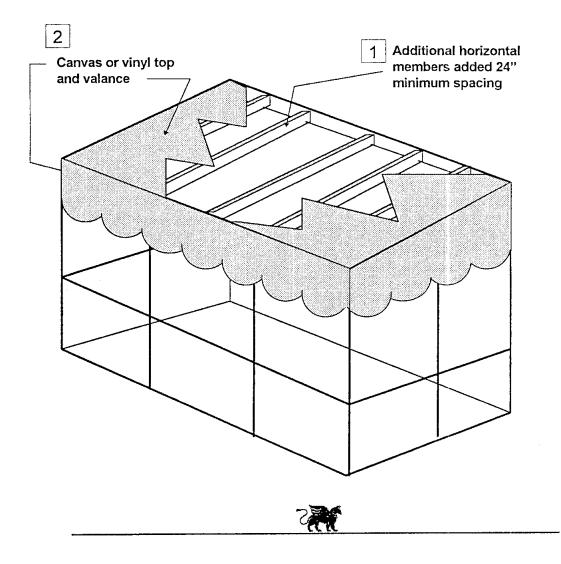
Screen Enclosure Awning Covers

		* *			**
MY)			<i></i>	YY	
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The following diagram shows **required specifications** for installing a canvas lanai cover. If a lanai cover is being planned for your home, supply your contractor with this diagram before submitting to the DRC.

- 1. Additional horizontal members must be incorporated to provide 24" minimum spacing.
- 2. Canvas cover and valance must be a solid color approved by the Gateway Design Review Committee.

NOTE: If there is no existing screen enclosure, detailed construction plans and specifications must be submitted to the DRC for review and approval in order to add a screen enclosure. Setbacks must conform to minimum accessory structure setbacks for each neighborhood.



Neighborhood Covenants and Architectural Control Standards

The restrictions established for the community are essential in maintaining the property values. Many people have moved to Gateway Greens because of the restrictions and feel very strongly about enforcing them. It is important that home and property owners review the covenants and restrictions that pertain to their neighborhood upon purchasing their new home or property.

In the event that the commencement of any new construction or modifications are made to a home or property without the prior approval of the Gateway Greens DRC, an infringement of Neighborhood Covenants and Architectural Control Standards has been created. Frequently, unfamiliarity with covenants and control standards create these infringements within the community. Please review process below which explains the steps that take placed when an infringement of covenants and control standards has taken placed and how to rectify the situation in as timely a manner as possible.

First Notice:

The DRC sends a letter return receipt requested to the owner informing the owner that an infringement has been observed and request the owner to submit a design review application within 30 days.

Second Notice:

In the event there is no response to the First Notice, the DRC sends a Second Notice return receipt requested to the owner. The notice will indicate the reason for the notice and offer the best remedies to correct the default. This notice gives the owner 20 days to correct the default.

Third Notice:

In the event there is no response to the Second Notice within the 20 days, a Third Notice is sent return receipt requested to the homeowner. The Third Notice will make the homeowner aware that 20 days has elapsed without response to the previous infringement notice. The homeowner is given 10 days to correct the situation before the matter is referred to the Board of Governors.

Final DRC Action:

In the event there is no response to the Third Notice, the DRC may refer the matter to the Board of Governors. The Board of Governors may grant design review approval, request addition information, or pursue the Association's remedies under the law.