



GATEWAY GREENS

Design Review Committee (DRC) Application

The Declarations (Governing Documents) require that an owner must obtain written approval from the Design Review Committee (DRC) for ANY exterior alteration or addition to property within Gateway Greens. The Design Review Manual (DRM) provides detailed information regarding DRC applications and can be accessed on www.gatewaygreens.com under the “Resources” tab.

Please complete this form and forward to the DRC along with:

- a copy of the contractor’s license to lawfully execute the described work in Lee County (required),
- contractor’s evidence of current commercial liability insurance (required),
- pictures or detailed drawing blueprint of the proposed alteration,
- sample or details of materials to be used (required), and
- any other information that is pertinent to your application.

Work may **not** commence before receiving DRC approval.

NOTE: The DRC meets on the **2nd Wednesday of each month**. Your application must be received no later than noon on the **2nd Monday of the month**. Any application received after the Monday noon deadline will be considered at the following month’s DRC meeting.

(PLEASE PRINT LEGIBLY)

Date: _____

Applicant’s Name: _____

Property Address: _____

Daytime Phone: _____

Email: _____

Desired Timeline: (PLEASE CHECK ONE)

- Emergency repair required
 1 – 3 months

- Less than 1 month
 More than 3 months

