

## APPENDIX B: Exterior Change Request Form

### EAGLE CREEK COMMUNITY ASSOCIATION

#### EXTERIOR CHANGE REQUEST (ECR)

This ECR form is to be completed by the owner for any exterior changes, alterations, or construction on any homeowner’s lot. The ECR can be submitted electronically via the link at [www.eaglecreek.today](http://www.eaglecreek.today). The Master Covenants for Eagle Creek state that approval by the Association, acting through the ARC, must be obtained before any work can begin. Examples of projects requiring pre-approval are construction dumpsters, pool cages, swimming pools, spas, awnings, shutters, new construction, alterations, changes of exterior color, roof replacement, driveway coatings, house numbers, exterior lighting, tree removal, new landscaping or any other change in the exterior of your property. Please see the ARC Handbook for full requirements.

#### LOCATION OF PROPOSED PROJECT

Name \_\_\_\_\_ email: \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date \_\_\_\_\_

#### DESCRIPTION OF PROPOSED PROJECT

Commencement Date \_\_\_\_\_ Completion date \_\_\_\_\_

#### TO ACCOMPANY THIS FORM:

- A. Blueprints for new construction and/or additions
- B. Plot plan of lot showing location of proposed addition
- C. If screen enclosure is proposed the height and color should be noted on the plan.
- D. If re-roofing, include material and color sample.
- E. If re-painting, provide sample colors with overall and trim colors indicated.

#### RETURN COMPLETED FORM TO:

Eagle Creek Property Management  
746 Eagle Creek Drive #103  
Naples, FL 34113

Or email to [PMassistant@eaglecreekcc.org](mailto:PMassistant@eaglecreekcc.org)

**ARC DECISION:** Approve \_\_\_\_\_ Deny \_\_\_\_\_

Comments \_\_\_\_\_

ARC CHAIR \_\_\_\_\_ Date \_\_\_\_\_

#### This section reserved for Owner appeal of ARC decision only

BOARD OF DIRECTORS APPEAL DECISION Approve \_\_\_\_\_ Deny \_\_\_\_\_ Date \_\_\_\_\_