

## APPENDIX B: Exterior Change Request Form

### EAGLE CREEK COMMUNITY ASSOCIATION

#### EXTERIOR CHANGE REQUEST

This form is to be completed by the owner for exterior changes, alterations, or construction on any homeowner’s lot. 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: swimming pools, spas, awnings, shutters, new construction, alterations, changes of exterior color, roof replacement, driveway coatings, major landscaping or any change in the exterior of your property. See the ARC Handbook for full requirements.

#### LOCATION OF PROPOSED PROJECT

Name \_\_\_\_\_

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:

American Property Management Services, LLC

8825 Tamiami Trail E.

Naples, FL 34113

Or mail to eaglecreek@americanpms.net, or fax to 239-774-0112

ARC DECISION: Approve \_\_\_\_\_ Deny \_\_\_\_\_ Date \_\_\_\_\_

Comments \_\_\_\_\_

ARC CHAIR \_\_\_\_\_ DATE \_\_\_\_\_

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

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