

Appendix 1: ECC NOTIFICATION FORM

Lot #: _____ Property Address: _____ Date: _____

Name: _____ Phone: _____

Mailing Address: _____

Email address: _____

Description of work to be done: _____

(Please provide photos of existing condition plus info on material being used)

Are any trees to be removed during this process? YES ☐ (Please complete Tree Removal Form)

NO ☐

Contractor (if any): _____

Estimated Date of Completion: (All repair or replacement projects have a 90-day grace period)

- *All repairs and/or maintenance must be completed with the same materials as used in previously approved construction or improvements.*
- *Work hours for construction, property improvements and tree removal are limited to Mondays through Saturdays, 8 AM to 5 PM, and no work may be performed on Sundays or any Connecticut State Holidays.*
- *Maintain a clean, litter-free building site for the duration of the project, and refrain from displaying any contractor or vendor signs.*
- *The ECC conducts site visits on a quarterly basis to ensure that all projects were completed as per their submitted notification forms. All such site visits will be scheduled with the Owner ahead of time.*

Property Owner signature: _____

Date checked: _____ By (ECC Representative): _____

Remarks: _____
