

CYPRESS RESERVE

HOMEOWNERS' ASSOCIATION, INC.

ALTERATION APPLICATION

OWNERS NAME: _____ DATE: _____

ADDRESS: _____ PHONE: _____

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

(IF MORE SPACE IS REQUIRED, PLEASE ATTACH ADDITIONAL PAGE(S) IF NECESSARY)

An application requesting approval for any alteration which occurs outside the exterior walls of the building and is, therefore, common element, MUST BE ACCOMPANIED BY A SKETCH INDICATING LOCATION, SIZE, AND TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY.

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Review Board (ARB) shall have no liability or obligation to determine whether such improvement, alteration and/or addition comply with any applicable law rule, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED THAT THE CYPRESS RESERVE HOMEOWNERS' ASSOCIATION, INC. IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, REPLACE OR MAINTAIN ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND ITS' ASSIGNS ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP AND MAINTENANCE.

DATE: _____ OWNER'S SIGNATURE: _____

ACTION TAKEN BY THE ASSOCIATION/ARB:

DATE: _____ APPROVED: _____ NOT APPROVED _____

AUTHORIZED SIGNATURE FOR THE ARCHITECTURAL REVIEW BOARD