

**Cypress Creek Homeowners' Association, Inc.**  
**Important Information for Alteration Applications**

The accompanying application form must be completed and must be signed by all owners of the property. Please review the *Deed of Dedication* for a complete description of your responsibilities regarding Architectural Design Committee requirements and submittals.

You may email the application and accompanying documentation, if any, to:  
cypresscreektulsa@gmail.com

You may also mail the application and accompanying documentation, if any, to:

Cypress Creek HOA  
Architectural Committee  
PO Box 558  
Broken Arrow, Ok 74013

The Architectural Committee will act upon your application within 10 days of receipt of the application. When your application is acted upon, a properly executed copy will be returned to you.

**Under no circumstances is any alteration to begin without the proper approval of the Cypress Creek Architectural Committee.**

If you have any questions, please call the architectural committee at 918-481-2133. Please allow 48 hours, not including weekends, for the committee to respond to your phone call.

Thank you!

Boards of Directors

Cypress Creek Homeowners' Association, Inc.  
P.O. Box 558  
Broken Arrow, Ok 74013  
918-481-2133  
Email address: cypresscreektulsa@gmail.com

OWNERS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Describe in detail, type of construction and/or materials/colors to be used:

[illegible]

An application request approval for any alteration which occurs outside the exterior walls of the structure and which is not specifically addressed in the homeowner covenants and restrictions must be accompanied by a sketch indicating (where appropriate,) location, size, color, and type of construction and any 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 (where required) from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Committee shall have no liability or obligation to determine whether such improvement, alteration and addition comply with any applicable law, rule, regulation, code, or ordinance.

As a precedent to granting approval of any request for a change or alteration to an existing basic structure, the applicant, their hires and assigns thereto, hereby assume sole responsibility for the repair or replacement of any such change, alteration, or addition. It is understood and agreed that Cypress Creek Homeowners' Association, Architectural Committee, and the current management company, et al, are 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 assume all responsibility and cost for any addition or change and its future upkeep and maintenance.

DATE: \_\_\_\_\_ OWNERS SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ OWNERS SIGNATURE: \_\_\_\_\_

ACTION TAKEN BY THE ARCHITECTURAL COMMITTEE:

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_ NOT APPROVED: \_\_\_\_\_

\_\_\_\_\_  
AUTHORIZED SIGNATURE FOR THE  
ARCHITECTURAL COMMITTEE – Cypress Creek Homeowners' Association, Inc.