

**Cypress Home Owners Association (CHOA)  
Home Improvement – Architectural Application**

The Declaration of Covenants, Conditions and Restrictions (CC&Rs) for our community require you obtain the approval of the Architectural Committee before commencing any improvements or alterations to your home or lot. To obtain this approval, please complete this form, email or mail along with the required copies of plans and other related material to:

**Cypress Home Owners Association  
c/o La Perla Property Management  
25201 Paseo De Alicia, Ste 150  
Laguna Hills, Ca 92653  
customerservice@laperlapm.org**

Homeowner's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address where work is to be performed \_\_\_\_\_

Email \_\_\_\_\_

Follow these steps:

- 1) Read Article VII; Article VIII, Section 8; and Article IX in the CC&Rs
- 2) Read Architectural Regulations in general Rules and Regulations for CHOA
- 3) Enclose drawings and detailed plans/specifications as detailed on the Architectural Submission Checklist

Description and nature of work to be performed \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**\*\* IMPORTANT - READ CAREFULLY \*\***

Any compliance with local government ordinances, building codes, and the CC&Rs and Rules & Regulations of CHOA regarding architectural/structural changes and additions is strictly between the homeowner and these regulating bodies. Approval of this request does not imply the Association's acceptance based upon the above-mentioned regulations. It is your responsibility to contact these regulating bodies as required. If further architectural and/or design changes are to take place that are not part of this application, applicant must submit a new application for the proposed improvements.

Your request will be reviewed by the Architectural Committee and will be given a decision within forty-five (45) days from receiving a completed application including all plans and specifications as outlined above.

The undersigned Owner acknowledges and agrees that:

- 1) I have received, read, and understand the Architectural Rules and regulations and agree that the provisions of the same are made a part of this application, including all homeowner obligations and liabilities therein. I also acknowledge that architectural approval is not intended to be, nor shall it be considered, a substitute for obtaining required local governmental permits, inspections and approvals. I acknowledge that local governmental permits and inspections may be required and that it is my responsibility to obtain all such permits and inspections at my sole expense.
- 2) No work on the proposed improvements shall commence until I have received written approval of my final improvement plans from the Architectural Committee and have satisfied any and all conditions of such approval.
- 3) My failure to obtain the required Architectural Committee approval of any improvements or to comply with all applicable architectural standards will constitute a violation of the CC&Rs, and I may be required to modify or remove such improvements at my sole expense.

Homeowner Signature \_\_\_\_\_ Date \_\_\_\_\_

**Association Use Only**

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Comments \_\_\_\_\_

Architectural Committee Signature \_\_\_\_\_ Date \_\_\_\_\_

**Cypress Home Owners Association  
Architectural Submission Checklist**

In order for your architectural application to be complete, you must attach the items listed below to your application for review by the Architectural Committee.

**Plans & Specifications**

- Two (2) sets of plans and specifications
- Proper scale used on plans 1/8" = 1' 0" or 1/4" = 1' 0"

**Structural changes/additions** (e.g., front doors, windows, patio covers, fences, solar panels)

- Dimensions (height, width and length) shown on plans
- Color and materials to be used
- Elevation view of structure

**Hardscape** (e.g., patio stones / pavers, walkways)

- Dimensions shown on plans
- Grades shown for all hardscape (flow direction and slope)
- Elevation shown for all hardscape (patio slab) in relationship to stucco screed
- Color and material to be used for finished surfaces (photo or sample attached)

**Landscape**

- Plant material species specified
- Plant material sizes specified
- Plant material located on plans
- Dimensions for lot boundaries
- Dimensions of all planter areas
- Dimensions showing location of trees
- Grades shown for landscape areas (flow direction and slope)
- Existing and proposed drainage systems specified

**Raised Planters**

- Drainage shown / specified
- Waterproofing specified
- Material and finish specified (photo or sample attached)

Homeowners Name \_\_\_\_\_ Date \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Address where work is to be performed \_\_\_\_\_

Submission forwarded to Architectural Committee Date \_\_\_\_\_

Submission insufficient, returned to homeowner Date \_\_\_\_\_

Please return this form to [customerservice@laperlapm.org](mailto:customerservice@laperlapm.org)