EXHIBIT #4 – ARCHITECTURAL REVIEW APPLICATION (Major or Minor Alteration)

Property Owner: _____

Property Address: _____ **Village:**_____

Owner's Phone Number: _____ **Owner's email**: _____

CONTRACTOR: _____

Contractor E-mail: _____ **Contractor Phone #**_____

Check the alteration you are submitting below. Please refer to the attached pages for submittal requirements. Lack of the requested information may result in your approval being delayed or denied. See checklist for required information on the following pages.

SUBMITTAL DEADLINE: Wednesday at 4:00 p.m. to make the next Modification Architectural Design Committee (MADC) meeting. MADC meetings are held the first and third Wednesdays of each month.

MINOR ALTERATION		MAJOR ALTERATION
❑ Ornaments/Decorations/Pots	❑ Pavers/Staining/Stamping	❑ Pool
❑ Wall / Fence	❑ Gutters/Downspouts	❑ Screen Enclosure
❑ Propane Tank / Generator	❑ Exterior Color Selection/Roofs	❑ Ancillary Structure
❑ Solar Devices	❑ Landscape Improvements	❑ Addition
❑ Satellite Dish	❑ Curbing/Stones	❑ Coquina/Sea/Retaining Wall
❑ Exterior Lighting	❑ Tree Removal ❑ Replacement	❑ Boat House / Dock
❑ Well Installation	❑ Front Door & Window Replace	❑ Other _____
❑ Other _____	❑ Hurricane Shutters	

Estimated Completion Date: _____

FEES/DEPOSITS: **Make check payable to: Grand Haven Master Association**:

Major Alteration Deposit	**$1,000.00**	Refundable after successful inspection
Non-compliance Fee	**$100.00**	**Fee is NOT refundable**
Minor Alteration Fee	**NO FEE**	

Remit all items to:
Southern States Management Group 2 Camino Del Mar, Palm Coast, FL 32137

For your convenience, a white Submittal Drop Box is located on Marlin Dr. across from Lakeside Dr.

For additional assistance: Please contact Southern States Management Group at 386-446-6333

Please provide a brief description of your request:_____

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NOTICE: These plans will be reviewed and inspected for the limited purpose of determining the aesthetic compatibility of the plans with the community in general in the subjective opinion of the approving authority. These plans are approved for a limited purpose. No review has been made with respect to functionality, safety, and compliance with governmental regulations or otherwise and any party with respect to such matters should make no reliance on this approval. The approving authority expressly disclaims liability of any kind with respect to these plans (see Second Amended and Restated Declaration of Covenants, Conditions and Restrictions of the Grand Haven Master Association Article VIII, paragraph 8.7)

OWNER'S SIGNATURE: _____ **DATE:**_____