

**River Grove Board of Directors By-laws Governing  
The Architectural Review Committee “ARC”**

1. The Board of Directors shall appoint one member of the Board as ARC Chairman.
2. The ARC Chairman shall submit a report to the board monthly on the status of actions taken for that month.
3. The Board of Directors can remove any member of the ARC for failure to discharge his/hers duty. Removal of an ARC member requires a majority vote of the Board of Directors.
4. In order to handle River Groves Members applications expeditiously the Board of Directors shall appoint three (3) alternate members to the ARC.
5. The ARC Chairman may call on alternate ARC members to review applications when all regular ARC members are not available.
6. If a quorum is present applications can be approved or disapproved.
7. A majority vote by the ARC members present is required to approve or disapprove an application.
8. All correspondence concerning application approvals, disapprovals, request for information and request for an application shall be signed by the ARC Chairman or the ARC Chairman's delegated representative. If correspondence is signed by the ARC Chairman's delegated representative the ARC Chairman shall notify the Board of Directors of whom the delegated representative is.
9. The ARC Chairman shall maintain the official files related to ARC approvals and disapprovals.
10. All ARC Meetings involving the approval or disapproval of applications shall be open to River Grove Members and notice shall be posted according to Florida Statue 720.303(2).
11. The River Grove Declaration of Covenants, Conditions, Restrictions, Reservations, Licenses and Easements and Florida Statues Chapter 720 shall be the governing documents for the ARC.