



**Noblesville, Indiana**

**ARCHITECTURAL GUIDELINES  
FOR SINGLE FAMILY RESIDENCES**

**Effective: April 1, 2017**

# **TABLE OF CONTENTS**

## **SECTION I – INTRODUCTION**

- A. GOALS OF THE DEVELOPMENT
- B. PURPOSE OF THE ARCHITECTURAL REVIEW BOARD (ARB)

## **SECTION II – ARB**

## **SECTION III – DESIGN GUIDELINES**

- A. GENERAL
- B. BUILDING SIZES AND SETBACK REQUIREMENTS
- C. DESIGN PARAMETERS
- D. ADDITIONAL DESIGN/DEVELOPMENT STANDARDS

## **SECTION IV – REVIEW PROCESS**

- A. GENERAL
- B. APPLICATION REQUIREMENTS
- C. ARB SUBMISSION FEE SCHEDULE
- D. STAGES OF PLAN REVIEW
- E. ON-SITE STAKEOUT
- F. ISSUANCE OF PERMIT TO BUILD
- G. EROSION CONTROL
- H. PROGRESS INSPECTIONS
- I. REQUEST FOR INSPECTION

## **SECTION V – LANDSCAPING**

- A. GENERAL
- B. THE SAGAMORE CONCEPT LANDSCAPING FORM AND GUIDELINES FOR LANDSCAPE PLANS
- C. OBJECTIVES
- D. PLANS
- E. INSPECTION

## **SECTION VI – RULES AND REGULATIONS GOVERNING CONSTRUCTION WITHIN SAGAMORE**

- A. GENERAL
- B. GUIDELINES WITHIN THE JURISDICTION OF THE ARB
- C. SCHEDULE OF ASSESSMENTS

# **ARCHITECTURAL GUIDELINES FOR SAGAMORE**

## **SECTION I – INTRODUCTION**

Sagamore is an approximately 423 acre golf and residential community, located in Noblesville, Indiana. Sagamore is part of the new commercial and residential development activity underway in one of the fastest growing counties in the United States, Hamilton County.

The centerpiece of Sagamore is an 18-hole Jack Nicklaus Signature Golf Course with clubhouse, tennis and swim club. Around the golf course and throughout the community are 325 homesites. There are no more than one homesite per acre of property within the Sagamore development (includes acreage for golf course and other greens space areas).

### **A. GOAL OF THE DEVELOPMENT**

The primary goal of the development of Sagamore is the achievement of a high quality, aesthetically pleasing and compatible residential community which strives to preserve the environmental setting as well as preserving and enhancing the value of each property owner's investment. It is important for any new home construction to meet or exceed the original objective of Sagamore in both attracting high quality custom home builders and plans that will protect the integrity of an exclusive Jack Nicklaus design residential community. With that in mind, architectural standards, material and finished product should be consistent with the finest homes in the area to differentiate the community as the crown jewel of Noblesville as originally intended. There is a desire and expectation to approve plans and finished products that are at or above the midpoint of existing inventory within the estate, full-size, or less than 80 ft. wide homesites respectively.

### **B. PURPOSE OF THE ARCHITECTURAL REVIEW BOARD (ARB)**

The purpose of the ARB is to enhance the value of each property owner's investment by guiding the building design process in order to preserve the environmental ambiance and to facilitate a mutual goal of the development. The ARB, in their review process, will not dictate any particular architectural style or hinder personal design preferences. However, it will strive to insure a cohesive character in the communities. Traditional design details may be incorporated in the design, but "pure styles" which tend to create disharmony are discouraged. The ARB serves as a governing arm to manage the approval process within the ARB guidelines as set forth by the Community HOA expectations. The ARB will coordinate appropriate administration of receiving applications, and upgraded expectations and enforcement of application including but not limited to building plans, landscape plans, playground or recreational spaces, fences, additions, or updates to roofing, exterior painting, etc., release of deposits, gaining final approval from ARB to release the C/O.

The ARB takes full responsibility for managing the approval process for all ARB items herein and serves as the compliance and enforcement (including periodic site visits) in addition to levying fines and liens as appropriate for non-conformance with ARB guidelines, procedures, and process until the release of deposit occurs. The HOA manages the enforcement of all non ARB community CC&R. On all completed projects as released by the ARB, the HOA will utilize the ARB to ensure that all ancillary items (playground, satellite dishes, improvements/additions, etc.) meet ARB guidelines and gain appropriate sign-off, but will manage the communication and enforcements thereof.

The purpose of the ARB under direction of the HOA is to have a clear separation of duties and/or conflict of interest in executing and managing the approval process from setting the overall preference and direction of the community. The HOA and ARB both are in place to protect the overall equity and enforcement of uniform standards of excellence as an exclusive residential community.

## SECTION II – ARB

All projects reviewed by the ARB are evaluated with consideration of the covenants for subject property, aesthetics and current policy. The ARB is concerned with all aspects of aesthetics. The ARB is not responsible for the enforcement of building codes, structural details, and accuracy of drawings and techniques of construction. Submissions may be disapproved for purely aesthetic reasons deemed contrary to the goals and objectives of the Committee.

ARB meetings will be held monthly as needed and may take advantage of communication and review via electronic mail. The ARB board members will meet in person at least one (1) time per quarter to ensure an appropriate interaction process, and the opportunity if needed to ask for a representative from the HOA to attend and express any feedback as necessary. Submission for review must be received before noon on Tuesday prior to the meeting. Depending on complexity, late submissions will not be reviewed until the next meeting.

In general, it is the ARB's goal to move each submission through the approval process as quickly as possible; however, in some instances the process may require several meetings before final approval can be granted. Our goal is to maintain a very positive approach throughout the review process and we strive to preserve that attitude. It has been found through experience that letters of denial tend to be misunderstood and become difficult negatives to overcome. As a method of avoiding misunderstandings of these concerns, it is preferable to meet with the applicant to review issues in a constructive and positive manner if an approval cannot be granted as submitted.

Plans submitted that do not meet ARB requirements will not be reviewed and returned. Any requested variances to the ARB requirements must be clearly indicated on the plans and include a detailed rationale for each variance. If a variance(s) is/are found, but not indicated, the review will cease and the plans will need to wait 60 days until they will be considered again provided the ARB review requirements have been met.

There is a non-refundable review fee for all construction at Sagamore. See schedule of fees in Section IV.

ARB approvals are valid for a period of twelve (12) calendar months. Should construction fail to begin during this period, the plans must be resubmitted to the Committee and conform to current policy.

These ARB Guidelines may be amended at any time subject to approval by the ARB and such changes shall meet the minimum development standards as approved by the City of Noblesville.

We welcome input for the review process as we continue to improve our methods toward a "Welcome to Sagamore" attitude without losing sight of our main objective to create an architecturally pleasing and harmonious community.

## SECTION III – DESIGN GUIDELINES

### A. GENERAL

The following are architectural guidelines for construction in Sagamore. The design parameters in these guidelines will provide the common thread to weave the fabric of an aesthetically pleasing residential community.

### B. BUILDING SIZES AND SETBACK REQUIREMENTS

1. 70 ft. and 80 ft. wide homesites  
2,000 sq. ft. minimum (heated)  
25 ft. front setback  
20 ft. rear setback (non-golf)  
30 ft. rear setback (golf)  
7ft. side yard setback
2. 105 ft. wide homesites  
2,200 sq. ft. minimum (heated)  
30 ft. front setback  
30 ft. rear setback (non-golf)  
40 ft. rear setback (golf)  
10 ft. side yard setback
3. 120 ft. wide homesites  
2,400 sq. ft. minimum (heated)  
90 ft. min. and 110 ft. max.  
Front setback (on-golf)  
80 ft. min. and 100 ft. max.  
Front setback (off-golf)  
30 ft. rear setback (non-golf)  
40 ft. rear setback (golf)  
10 ft. side yard setback

### C. DESIGN PARAMETERS

1. Sagamore residences shall have a minimum distance of 3 ft. from finished floor to the existing grade (within the building area) and a minimum of 2 ft. of exposed foundation wall at the entrance elevation. The Committee is encouraging an "elevated" appearance on the entry elevation. Slab on grade foundations will not be permitted.
2. The maximum height is 35 feet, as defined in the City of Noblesville building ordinance. This is based on the assumption that the floor elevation is the FEMA requirement and is also in compliance with our guidelines above.
3. The minimum roof pitch for all residences shall be 6 to 12.
4. All roof penetrations must be black or painted black.
5. Roof ridge vents are preferred. Depending on the amount of ridge line, ridge vents in addition to a minimal amount of low profile box vents are permissible for proper ventilation. Turbine (whirlybird) vents are not allowed under any circumstances.

6. Side load, courtyard, or angled courtyard are acceptable garage configurations. Front load garages are not acceptable and only permissible when the lot conditions dictate and as determined by the ARB. If this rare case were to occur, the design must include a portion of the home that is pulled out so the garage is not the first element of the home that is seen from the street (an example will be provided for additional clarity).
7. The preferred exterior material is masonry product (i.e. brick, stone or stucco) and is required on all exterior elevations. The use of any vinyl, aluminum, or lap siding within Sagamore is strictly prohibited. Cement board siding may be used as an architectural accent in conjunction with masonry and will be reviewed and approved on a case-by-case basis. The expectation is that plans will be over 65% masonry and all submissions must include the percentage of masonry coverage. Premium quality appropriate classic designs (i.e. Craftsman Style) and others may be approved on a case-by-case basis whereas the plan design and overall presentation will be substantial in adding to the overall charm and value to the community. Plywood siding is not permitted, and approved cement board will typically be batten board style versus horizontal lap siding. Shake, and other styles can be utilized where appropriate and in consideration of an appropriate balance with brick and/or stone.
8. The use of chimney in the design is strongly recommended, but not required. Wood chimney covering is not permitted. Chimney(s) or other roof breaks add to the character and overall upscale appearance consistent of a premium golf course community.
9. Windows are required to be on all sides of the home or those homes built on homesites larger than 80 ft. at the building setback. For those homesites smaller than 80 ft. at the building setback, windows are strongly encouraged on all four sides of the home, but are required on three sides. In such a case, the side without any windows must have a minimum of two (2) architectural breaks (chimney, roof change, etc.) not including the corners of that side.
10. Sidewalks are an integral part of the Sagamore community. A minimum 4-foot wide concrete sidewalk is required in the front yard of every home and in some areas a 5-foot wide concrete sidewalk is required, as per The City of Noblesville PUD Ordinance.

**Design parameters 4, 5 and 10 are applicable to all homes currently under construction.**

#### **D. ADDITIONAL DESIGN/DEVELOPMENT STANDARDS**

1. A curb light and mailbox combination is required for each residence, and is available through **Special Lite Products Co., Phone: 1-800-365-0511**. Mailbox numbers and letters are available at **FastSigns on 96<sup>th</sup> Street, Phone: 317.845.5051**. The location must be approved by the ARB prior to installation. This light must be equipped with a photoelectric cell to ensure dusk to dawn lighting. Exterior lighting should not adversely affect neighbors. If eave lights are proposed on outside extremities of a structure, the locations must be approved by the ARB and may be required to be placed on timers or motion detectors.
2. Asphalt drives and parking areas are not permitted.
3. Flagpoles are permitted but shall be properly located and in scale with the residence.

4. Pools and accessory structures (i.e. pergolas, fences, gazebos, play structures, basketball goals, etc.) are permitted as long as they do not adversely impact neighbors' sight lines, or the golf experience, and will be reviewed on a per case basis. All play structures require the installation of evergreen plant material to screen the structure from the golf course and neighboring properties.
5. Landscape plans shall be sensitive to the natural local conditions including factors such as water consumption requirements. Irrigation and turf shall be extended to the area along the road. Each home is required to have a minimum of four (4) trees (two of which must be flowering trees) with a minimum of two (2) trees in the front yard and two (2) trees in the rear yard on 70 ft. and 80 ft. lots and a minimum of five (5) trees, three (3) of which must be in the front yard on 100 ft. lots and larger. A detailed landscape section is found in Section V of these Guidelines. The expectation is to have a substantial plan to blend appropriate with mature plans of existing properties.
6. Satellite dishes must be approved by the ARB and are required to be concealed or screened where possible. Maximum dish is 24" in diameter. Dishes should not be in visible from the golf course. Non-compliance will be enforced.



## SECTION IV – REVIEW PROCESS

To provide a systematic and uniform review of proposed construction, the ARB has established the following submission and approval guidelines.

### A. GENERAL

Construction within Sagamore, including site preparation, should not begin before the following has been accomplished:

- Final plans have been approved by the ARB
- Landscape plans have been submitted and the landscape deposit has been paid. Landscape plan will include a drainage plan for the lot.
- Receipt of contractor's deposit for site compliance
- Issuance of Sagamore Building Permit

All proposed construction requires the submission of a completed signed and dated application with the appropriate fee. Plans will not be reviewed without the completed application and fee. Issuance of a Sagamore Building Permit does not take the place of other governmental approvals and permits. All such approvals are the responsibility of each lot owner/contractor.

### B. APPLICATION REQUIREMENTS

All proposed construction requires submission of completed application, signed and dated, with proper fee (see the following schedule of fees).

### C. ARB SUBMISSION FEE SCHEDULE

	Preferred Builder	Non-preferred Builder
Single Family Residence	\$750.00	\$1000.00
Additions (Covered or Uncovered)	\$250.00	
Pools, decks, fences, enclosed covered areas, etc.*	\$100.00	
Basketball backboards, gym set, etc.	\$100.00	
Re-staining/painting house	N/C	
Replacement of shingles	N/C	
Concept of Concept Site Approval	\$100.00	
Re-inspections caused by owner/builder*	\$100.00	
(This applies to stakeouts and trash compliance inspections)		

\*Unless part of the initial ARB submission, which will be at no additional cost.

These fees may be adjusted by majority vote of the ARB.

### D. STAGES OF PLAN REVIEW

1. Conceptual Review (no fee required) – The submission should contain information depicting the exterior of the proposed building with information as to materials and colors. A scale

drawing of the site plan with the footprint within setback lines should be included. Conceptual approvals are valid for ninety (90) days from the approval by the ARB.

2. Preliminary Review – When the concept review has not been requested, this submission should include a site plan with setback lines, preliminary floor plan(s), and elevations with materials clearly indicated. Drawings shall be to scale. Preliminary approvals are valid for ninety (90) days from issuance of the approval by the ARB. (Note: The Conceptual and Preliminary Reviews may be eliminated if requested by the applicant at submission, provided all applications have been completed, all fees have been paid, and all required drawings, plans, and samples are provided prior to submission deadline.)
3. Final Review – Plan receiving preliminary review and having their concerns (if any) addressed, will likely receive Final Approval and any further concerns the ARB may have during final approval, will be addressed as conditions to the approval. With a conditional approval, the ARB can in most cases, handle the remainder of the review. Final approvals are valid for twelve (12) months from issuance of the approval by the ARB. The final review submission requires the following items:
  1. The completed Application for Residential Construction
  2. The payment of the applicable ARB submission fee
  3. The completed working drawings including
4. Site Plan – (30 scale) including:
  - a) Engineered site plan showing the building envelope
  - b) Elevations of property corners, center of building, edge of roadway and finished floor elevations
  - c) Tree survey showing location and species of trees four (4") inches or larger in diameter. Trees proposed to be removed to be indicated with an (X) (when applicable)
  - d) Setback lines
  - e) Building outline including service yard and front and rear corners of adjacent buildings
  - f) Drives, parking areas, walks, patios, etc. (indicate type of material for these items - asphalt is not allowed)
  - g) Drainage and grading plan with the existing contours indicated by solid lines. Sites where the finished floor elevation is less than three feet above center elevation of lot, the drainage pattern may be indicated by arrows to show that the final grading will not direct drainage unto adjacent properties. It is the responsibility of the Owner and the Owner's agent to insure that drainage is in accord with the approved plans and the master drainage plan of the development
  - h) Location and identification of special features such as drainage ditches, easements, retaining walls, etc.
5. Floor Plan(s) – Showing the roof outline, entry steps, service yard details such as screening and all other architectural features.
6. Roof Plan – Indicating the roof pitch, an outline of the building walls below, the roof outline and any other pertinent features.

7. Elevation Drawings – Must include all four elevations, indicate existing grades and finished grades, finished floor elevation above mean sea level, exterior finishes of materials, roof pitch, window and door designs, service yard enclosure, and any other pertinent information such as the windscreen for chimney. The preferred exterior material is masonry product (i.e. brick, stone or stucco) and is required on all exterior elevations including the percentage use of each material based on surface covered (not including doors and windows). Cement board siding may be used as an architectural accent in conjunction with masonry and will be reviewed and approved on a case-by-case basis. (Note: The use of horizontal lap siding is discouraged and at the discretion of the ARB, may or may not be approved as an exterior material.)
8. Color Sample Board – Samples of the actual materials and their colors are to be submitted with the application and submission package. It would be preferred that a large color swatch is applied prior to painting the entire house to ensure that the actual color matches the approved sample board, and is pleasing to both the home-owner and as intended in the approved sample board.
9. Detail Drawings – Showing wall sections, service area enclosure details, and other architectural details. A schedule of window types and finish colors would help in the review process.
10. Electrical Plan – Shall show the location of the meter setting in the service yard, locations and specifications of exterior lighting, including security lighting and other electrical equipment for pools, etc.
11. Gas Plan – Shall show location of meters, etc. No tanks are allowed.
12. Landscape Plan – Landscape drawings shall be submitted with the final review package. Minor changes to the approved drawings can be handled at field inspection; however, any changes must meet or exceed the standards approved on the original landscape plan.

#### **E. ON-SITE STAKEOUT**

After all conditions for final review are met and before lot clearing can commence, a stake-out of the building, drives, and service yard may be required and a field inspection performed by the ARB. For stakeout review, the property lines and foundation perimeter must be materialized on the site by a series of stakes (a minimum of 3 ft. exposed) connected by string. Trees to be removed are to be flagged with red flagging ribbon. In no case or for any reason shall any tree removal or site clearing commence without a Sagamore Building Permit.

#### **F. ISSUANCE OF PERMIT TO BUILD**

A Sagamore Building Permit will be issued after the on-site stakeout inspection (if required) has been made, provided that the site conditions comply with the approved status of the final review and that all deposits have been made. Any home approved and permitted must be completed within 12 months from permit date. The ARB must give unanimous approval to extend the building timeline upon an appropriate and proactive request. Some larger estate homes due to the detail, size and complexity may be given up to 15 months as opposed to the standard 12 months as mutually agreed at the time of the initial approval process. Section IV outlines the assessment for timeline violations.

## **G. EROSION CONTROL**

Erosion control throughout the building and landscaping process is of vital importance and is the responsibility of the homeowner and their builder. Silt fencing is required on all lots during the building process. Please contact the Sagamore Construction Manager to identify the areas where silt fence will be necessary. In the event that a silt fence is installed and/or partial site work done, the grounds and silt fence must be removed within 90 days of no building activity. A \$50 fine per day fine will be levied for non-compliance and/or a lien on the property if the development contracts the removal and site clean-up.

## **H. PROGRESS INSPECTIONS**

The progress of construction will be monitored to insure that compliance with the approved project's design as submitted for review is taking place. ARB members are allowed to visit the site periodically.

## **I. REQUEST FOR INSPECTION**

The request for inspection of any type should be made by calling 317-776-2500.

## **SECTION V – LANDSCAPING SAGAMORE**

### **A. GENERAL**

In order to assure all residents of Sagamore that our residential community will continue to be an attractive and pleasant place to reside, the ARB requires a landscape plan for all new residential construction. A building permit will not be issued to the contractor until a landscape compliance deposit has been submitted to the Sagamore Owners Association. The landscape plan will be required for review at the same time that the house plan is reviewed unless special provisions have been made with the ARB to provide the landscape plan within a predetermined time period. The landscaping shall be completed prior to occupancy, unless the home is completed in the winter months, in this case the contractor and the ARB will establish a reasonable completion date. Variances may be granted by the ARB based upon seasonal installation and grow-in conflicts. Upon completion of the landscaping pursuant to the approved plan, the landscape plan deposit will be refunded to the owner less any fee for violations.

### **B. THE SAGAMORE CONCEPT LANDSCAPING FORM AND GUIDELINES FOR LANDSCAPE PLANS**

The ARB requests that you familiarize yourself with the guidelines prior to executing a plan. Each landscape plan should be prepared according to the following criteria:

1. Provide landscaping to enhance the beauty of the property and residence while providing continuity between the residence and surrounding vegetation.
2. Minimize the visual intrusion of the built environment by mitigating areas disturbed during construction.

Your cooperation with this challenging program to enhance the beauty of our residential community will be appreciated.

### **C. OBJECTIVES**

All homesites, immediately after construction, require landscaping. The design of the landscaping will vary, depending on size, shape, topography, location and the design of the structure. It is the intent of the landscaping to accomplish the following objectives:

1. Beautify
  - a) Soften vertical structure from the horizontal ground plane, with foundation plantings of sufficient density and size to cover construction scars and screen the foundation. Continuous foundation planting is required on all elevations. Plantings should be a mixture of evergreen and deciduous plant material to provide for a year-around landscape presence. Plant materials should be a minimum of 24” to 36” at planting. In some instances larger plant material may be required for approval.
  - b) Soften impact of broad wall areas with vertical and spreading foliage. Please have your landscape designer refer to the elevations when selecting the size and species of plant material in order to adequately address the vertical massing on certain elevations.

- c) To soften and reduce apparent height of house, foundation planting at the front should be layered from the ground plane using small plants towards the front and then transitioning up to larger plants near the foundation. A single row of uniformly spaced plants of equal size arranged in a single row along the foundation is not acceptable. Installing plant material of different sizes and textures in natural groupings is a preferred alternative. The use of annuals and perennials to introduce color is recommended.
2. Visually screen compressors, service meters, recreation equipment, parking, and other hard or unsightly areas. This cannot be done with deciduous shrubs or grasses. An evergreen plant material, 30" to 36" minimum at planting is required and larger if necessary.
3. Restoration of site due to construction. Any and all damaged areas on adjacent lots or lots across the street from the construction site that were disturbed by or during construction will need to have all ruts filled, re-graded and reseeded. It is the responsibility of all owners/contractors to make these repairs before any deposits can or will be refunded.
4. It is the responsibility of each property owner to handle surface water on their property to minimize impact on adjoining lots and insure that water is moved to the appropriate areas to interface properly with the subdivision's master drainage plan.
5. "Natural" areas are desirable, but owners are cautioned that their areas must be maintained and not left to grow wild! Natural does not mean unkept.
6. Phasing – this approach to landscaping is approved; however, the initial phase must meet the first five objectives above.
7. Owners are also encouraged to plan for the conservation of water by planting native and drought resistant flora, and to consider rain seasons, drip irrigation along foundations and two-phase irrigation for watering grass separately.
8. Taller plantings and recreation equipment should not be placed in your neighbor's view corridor. The view corridor is defined by starting at your left and right rear building envelope corners and drawing a line at a 45-degree angle away from your lot. This is your view corridor and will not be compromised by your neighbor's landscaping. When designing your plan, you need to also consider your neighbor's view corridor.
9. Details about the fencing design and material are available by calling the ARB at 317-776-2500. No fencing will be permitted within the golf course rear yard set back area, as defined in these ARB guidelines.
10. Service yard fencing design and materials will be reviewed and approved as part of the ARB submission and approval process.
11. The ARB will notify the HOA to enforce non-compliance for fines that fall within the jurisdiction of the HOA.

**D. PLANS**

1. The landscaping plan must be prepared on a tree and topo survey indicating the existing and proposed vegetation. The plan should be drawn at a scale of 1/8" equals one (1') foot. The plan should graphically illustrate location, lot number, adjoining lot border lines and existing structures (if any), sizes of plant material, lawn, mulched areas, open areas, such as wetlands, etc. Plant symbols should represent mature spread of each proposed plant. A schedule must be included on the landscape plan indicating the following specifications for each plant.
  - Botanical and common name
  - Plant height at time of planting
  - Plant spread at time of planting
  - Plant quantities
  - Root specifications (B&B) (Container) (Bare Root), etc.
  - Sq. ft. of grass and mulched areas
2. Original drawings are not acceptable for review.
3. Existing trees of four-inch caliper, and above, must be identified as to exact location, size of trunk (diameter at breast height), genus name, and where possible, the species.
4. All existing site features such as roads, walks, bike paths, walls, bulkheads, etc. are to be graphically noted on the Landscape Site Plan.
5. All surfacing materials are to be clearly noted (as to whether they are concrete, grass, planting beds, etc.). Texturing, or other surface treatment, or concrete paving is to be indicated to include color presentation.
6. Full yard irrigation system is to be installed.
7. A minimum of four (4) trees are required on lots less than 100' and five (5) trees are required on lots 100' and larger; two (2) in the front yard on lots less than 100' and three (3) trees in the front yard on lots 100' and larger and two (2) in the rear yard. A minimum of two (2) of the minimum four (4) or five (5) required trees must be of a flowering nature and at least one (1) flowering species in the rear of all golf lots.
8. A plan of all exterior furnishing and lighting is required.
9. A signed agreement (attached) and landscape deposit is required prior to issuance of a Sagamore Building Permit.
10. Quality sod shall be incorporated in the landscape plan and installation. A homeowner may request to seed the rear yard, however the landscape deposit will not be released until the lawn is free from any weeds and is in satisfactory growth.
11. The ARB must sign-off on any plan or existing home site that plans to replace mulch with decorative stone to ensure appropriate landscape plan standards.

## **E. INSPECTION**

Planting is to be accomplished prior to occupancy or within twelve (12) months from issuance of the building permit, whichever is earliest, unless a variance is granted due to seasonal issues. When planting is completed, call 317-776-2500 for inspection. Your plans deposit will be returned after a satisfactory inspection and release from the ARB. At least two (2) ARB members will walk the lot and must sign-off for the deposit to be returned less any fee for violations.



## **SECTION VI – RULES AND REGULATIONS GOVERNING CONSTRUCTION WITHIN SAGAMORE**

### **A. GENERAL**

These rules and regulations are for compliance by all contractors, subcontractors, material suppliers, maintenance personnel and any others engaged in construction or allied activity in Sagamore. These regulations are not intended to restrict, penalize or impede construction activity during reasonable performance of duties while within Sagamore, rather, they will be enforced fairly to achieve the objectives enumerated below and in the Covenants and to facilitate orderly and controlled construction activity thereby preserving the overall quality of Sagamore's appearance. Violations are subject to assessments and repeated violations may be cause for denial of access.

### **B. THE FOLLOWING ITEMS ARE GUIDELINES WITHIN THE JURISDICTION OF THE ARB**

1. Site Clearing – Site clearing or construction on any property within Sagamore is not permitted without first obtaining a Sagamore Building Permit (see Section II, Sagamore Architectural Review Board Submission and Approval). Site clearing material must be transported in a covered truck as outlined in Section VI – Trash Hauling.
2. Trash Receptacles – Each residential building site must be provided with a suitable trash receptacle. Building sites must be cleared of litter each day and stored in the trash receptacle for removal when full. The dumping of construction trash is not permitted inside Sagamore.
3. Portable Toilets – Each residential construction site must be furnished with at least one (1) portable toilet prior to any on-site construction. These toilets will be placed in an inconspicuous location, with the door facing away from any view from the adjacent street or house. Clean and sanitary conditions are required for all toilets.
4. Compliance with ARB Approvals – All building and landscape plans, including play structures, basketball goals, pergolas, gazebos or out buildings of any kind must be approved in writing by the Architectural Review Board and Sagamore holds the owner and the builder jointly responsible that approved plans are followed in all aspects of the exterior of the house and grounds. **Construction is to be complete to a point of being granted a Certificate of Occupancy within 12 months of commencement.** Landscaping is also to be completed within 12 months of construction start or within sixty (60) days of Certificate of Occupancy, whichever occurs first. Any change to the exterior of the house, siting, driveway, garage, etc., must receive prior written approval from the ARB. Failure to comply may result in removal of the changes to the approved plan or unapproved structure, an assessment, or both (see schedule below). The ARB may make periodic inspections during the building process, and builder/owner is responsible for compliance with meeting the approved plan including material, windows, colors, etc. Regardless, the ARB will hold accountable as such. Major violations or deviations from the approved plans may result in the project being stopped until an extra compliance fee/penalty is paid and the original agreed upon plans are fulfilled.
5. Mail Boxes – All mailboxes within the Sagamore community will be uniform in design, color, lettering, numbering and installation. These mailboxes are available by contacting the ARB administrator for a fee of One Thousand Seventy Five Dollars (\$1,075.00). Newspaper

delivery holders are incorporated into the box design and any modification of this mailbox is prohibited.

6. Street Number I.D. – The enhanced 911 system incorporated the City of Noblesville has specific requirements for the posting of street address on each home (within the masonry or siding) and along roadways. Street numbers are also incorporated into the mailbox, which are included with the mailbox purchased through the ARB.
7. Signs – To minimize visual clutter, the Review Board has a job site sign standard to be used on all residential construction sites. An approved builder’s sign can be obtained through the ARB. The contractors will be responsible for providing their graphics to the ARB to have their builders’ signs fabricated to meet the standards specifications. The cost is currently +/- \$42.50, but can change at anytime without notice. The sign stanchions can provide a plan tube (holder) and space on the rear to display building permits. No sub-contractor or vendor/suppliers signs of any kind are permitted to be displayed on the building site. Call 317-776-2500 for placement and coordination.
8. HOA Regulations – The construction guidelines under the jurisdiction of the Home Owners Association shall be reviewed prior to all construction in Sagamore. These guidelines include items such as: construction hours, trespassing, trash hauling, fill dirt hauling, trash fires, etc.
9. Schedule of Assessments for Violations of the Rules and Regulations of Sagamore – The following is a schedule of assessments that will be enforced when a contractor or owner violates the covenants/regulations of Sagamore. The assessments collected will be used for grounds beautification in common areas and will not be refunded to the contractor. An assessment may be appealed (see below).
10. Assessment Appeal – Assessments levied by Sagamore ARB due to violations may be appealed, in writing, with appropriate justification, to the ARB Chairman.

### **C. SCHEDULE OF ASSESSMENTS**

<u>Type of Compliance Violation</u>	<u>Assessment</u>
1. Not providing trash receptacles for construction or keeping site clean of debris	\$250 per violation
2. Trash fires	\$250 per violation
3. Clearing of site without stakeout approval or obtaining a Sagamore Building Permit (includes unauthorized tree removal)	\$500 per violation. This violation warrants possible expulsion of the responsible contractor and denial of further construction within Sagamore
4. Improperly hauling trash	\$250 per violation and/or revocation of vehicle access
5. Non-conforming construction	\$1000 per violation

		This violation of plans approved by the ARB warrants possible expulsion of the contractor and denial of construction, with removal of the unauthorized construction within Sagamore
6.	Failure to provide/properly sited portable toilet	\$100 per violation per day
7.	Non-complying/placed signage	\$100 per violation per day
8.	Pets on construction sites	\$100 per violation
9.	Fishing or golf ball hunting in lakes	\$100 per violation per day
10.	Trespassing on adjoining lots and properties, equipment, material storage, etc. Trespass of private property is prohibited without written consent from property owner.	\$500 per violation
11.	Building timeline violation	\$1000 per month
12.	Silt fence removal	\$500 per violation plus associated removal expenses
13.	Landscape violations	\$100 per day until corrected/completed
14.	Miscellaneous	The ARB reserves the right to levy a fine for violations/items not covered above

**Compliance violations will be deducted from any held deposit(s). If the total violation amount exceeds the deposit amount(s), the amount of overage will become due immediately and may result in a lien on the property until paid in full.**