

Home Design Proposal

Owner's Lot - Charlottesville, VA (the Property)

Thank you for giving Pillar & Perch the opportunity to help you prepare to build your new home. Below is our proposal to work with you to complete the design and construction documents phase of the project.

PROJECT SCOPE

To design, permit, and price a new single family custom home and associated site improvements at the Property consisting of approximately:

- 3,250 SF | 4 bedrooms, 4.5 bathrooms
- 3 vehicle attached garage
- Wood-framed construction over a walk-out lower level
- Exterior amenities (e.g.) decks, porches, patios

Design & Documents

Site Planning: Pillar & Perch will work with you to refine the masterplan of the property including preliminary building size and location, vehicular access routes, accommodations for utilities, and significant hardscape and landscape features. Planning will focus on taking advantage of the natural attributes of the site and environs to create an efficient, economical, and thoughtful plan.

Home Design: Pillar & Perch will work with you to develop the individual designs of your new custom home and adjacent exterior spaces through an iterative process of design workshops and meetings. The final spaces, rooms, layouts, details, finishes, fixtures, appliances, and styles will be determined with your input and approval.

Interior Design: Pillar & Perch will provide a comprehensive interior design package of specific finishes, fixtures, appliances, and architectural detailing throughout the home. We will work with you to establish your personal style preferences and present you with designs and curated selections. We will provide both recommended design choices and alternatives where requested. Pillar & Perch will create a photographic SpecBook to convey the designs and selections. Material samples will be procured as necessary for final approval.

A final SpecBook with your approved design choices will be provided with the construction documents. Cost estimating will be based on these specific selections.

Renderings: Toward the conclusion of the design process, Pillar & Perch will provide photorealistic images to convey the final designs and character of the exterior and select interior spaces.

Construction Contract/Permit Documents: Based upon the approved design, Pillar & Perch will prepare the project Construction Documents including dimensioned and annotated plans, detail drawings, material specifications, description of finishes, fixtures and appliances, and a project milestone schedule. Documentation will be suitable for County building permit submission, including coordinated structural and survey documentation.

Pricing & Contracts

Construction Cost Estimating: Pillar & Perch will provide estimating services and will solicit pricing from our team of preferred local subcontractors, vendors, and suppliers to prepare the project Estimate of Construction Costs. The estimate will be presented by construction categories.

Contracts for Construction: Pillar & Perch will prepare project specific contracts for construction based on the Construction Contract Documents and Estimate of Construction Costs. The contract shall be based on industry standard agreements.

Permitting

Submission for Permit: Pillar & Perch will prepare and submit Building Permit documents as required by the County and will respond to the permit administrator and reviewer's questions and requests for information.

WHAT WE WILL PROVIDE YOU

The following documents shall be prepared for the project:

- Site Plan
- Construction Contract/Permit Document drawings and specifications to build the project
- Interior Design SpecBook of finish fixture and appliance selections
- Renderings
- House Construction Cost Estimate, Contract, and Schedule

CONSULTANT SERVICES

The following professional consultant and engineering services are necessary to complete the scope of the project. These services are not performed by Pillar & Perch and are not included in the Pillar & Perch fee. Consultants will be hired through Pillar & Perch as a reimbursable expense to the project. Pillar & Perch will direct the consultants' efforts.

Site Survey work shall be performed to confirm existing conditions that will inform the development of architectural design and documentation as necessary for design, pricing and future construction building layout. Services shall be performed by Lincoln Survey of Charlottesville, VA and shall generally include:

- Topographic survey of the building site
- Flag the roads, building, and ground amenity locations
- Stake the final House Plan for review and approval of location and orientation
- Prepare a Zoning Site Plan Drawing for building permit application

Structural Engineering shall be performed under the direction of Pillar & Perch to determine structural systems and details in coordination with the architectural design of the project and to produce documentation of structural elements for permit and construction. Structural Engineering shall be performed by Engineering Solutions of Charlottesville, VA and shall generally include:

- Prepare necessary structural analysis for initial review.
- Identification of critical systems and detail options for coordination with architecture.
- Development of structural models and sizing of structural elements.
- Prepare drawings showing sizes and positions of structural elements.
- Prepare structural documentation for inclusion in the permit submission.

SCHEDULE

The project will begin upon your authorization to proceed and is anticipated to last approximately (3) months.

COSTS

A flat fee of _____ will be charged for Pillar & Perch services, 50% to be paid upfront to start the project with the balance due at the start of the construction/permit documents. This fee represents (____) hours of professional service time.

Costs are based on the current scope of the project, significant adjustment of the scope may necessitate adjustment in the total fee as determined by Pillar & Perch. Any changes in the fee will be discussed and approved by the Client in writing in advance of the work.

Costs exclude additional consultant, contractor, engineering, and permit submission fees that may be necessary to complete the project.

Please reply to this email stating that you accept the terms of this proposal and arrange to provide payment to start the design process.

Prepared for:

Owner

Prepared by:



Nicholas Corcoran
Managing Partner
Pillar & Perch: Architects + Builders, LLC

Date: _____ 2026