

# SWEET SERENITY LANDSCAPE DESIGNS

**Symphony Ariosta**

Owner/Operator

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Thank you for consulting Sweet Serenity Landscape Designs  
regarding the redesign of your landscape!

We view the landscape design process in four phases – Base Plan with  
Conceptual Sketches, Master Plan, Construction, and Post Construction:

1. **Base Plan w/ Conceptual Sketches:** We will create a base plan from field measurements of your home and garden. This will not have the accuracy of a survey, but will be adequate to develop a landscape plan. From this base plan and with your budget considerations in mind, we will prepare preliminary design sketches of the areas you expressed an interest in developing. After we go over the plan together to determine whether all of your concerns have been addressed in a pleasing way, we will modify the concepts and ideas to produce a master plan.
2. **Master Plan:** The Master Plan will incorporate the ideas from the design sketches and their revisions and will graphically describe the various new design elements of the garden such as patio areas, walkways, fences, gates, planted areas and lawns. It includes the planting plan, which calls out specific plant names, their location, size and quantity and can be used to secure bids from landscape contractors. We will recommend contractors and assist you in gathering bids if desired.
3. **Construction:** Work during this phase includes site visits (separately billed) to ensure installation as designed and to participate in design decisions associated with construction. The most common times for us to be involved are when questions arise, to approve forms in preparation to installing hardscape, bender board, or other space defining materials, and to place plants prior to planting.
4. **Post Construction:** We like to schedule follow-up visits with you at three-months and one-year post installation. The purpose of these visits is to see how your new garden is growing in, answer any questions you may have and do some fine-tuning wherever needed.

At Sweet Serenity Landscape Designs, we work with your overall construction budget in mind. During the Conceptual Planning phase, we will

work with you to roughly understand the budget impacts of design options we are considering so that you can make informed decisions. Included in this letter is a budgeting guide that will start that process. Formal construction bids will come from contractors after the Master Plan is completed.

Contractors require installation documents to understand the scope of their work. They are the basis on which contractors provide final pricing and install the garden.

**These are the following documents you receive when utilizing our design services:**

**Master Plan (based upon the final design plan and revisions during presentation);** the master plan shows the overall design of the designated garden area, in addition to hardscape and plant locations. Plant names are called out utilizing either a legend approach or labeling via initials that correspond with the legend and planting palette.

**Hardscape List:** Identifies materials for new hardscape, i.e. paths, decks, patios, retaining walls, water features, etc; identifies materials.

**Plant List:** The plant list specifies each plant by botanical name & common name; indicates quantities and recommended sizes. The planting plan includes pricing and sourcing of plants. (Note: final adjustments are often made in the field during construction.)

**Price List:** Lists the prices and variations of all landscape materials, as well a quantities and locations/sourcing and ordering information.

*We provide conceptual design intent information to a licensed professional to develop the final structure for the owner's approval prior to construction.*

*Details of structures, water features, retaining walls, etc. are in addition to basic fees and may involve a licensed engineer, architect or contractor.*

## **OVERVIEW: DESIGN PROCESS and FEE STRUCTURE**

### **DEVELOPMENT OF MASTER PLAN**

- Initial meeting and phone conversations with client to determine design goals and criteria (Any photos, pictures or written descriptions illustrating your style and taste would be great!)
- Writing and acceptance of proposal
- Measurement of the property to produce site plan or verify the accuracy of an existing plan
- Meeting(s) to go over conceptual sketches and ideas
- Presentation of the preliminary master plan

### **CONSTRUCTION PROCESS**

- The client shall contract directly with all contractors and other professionals associated with the job. Our recommendations for contractors, subcontractors, engineers, surveyors, and consultants, are all for the convenience of the client. *While we work closely with installation*

crews and contractors, it is the contractor who is responsible for timely and proper installation.

The client and/or contractor(s) are responsible for obtaining all necessary permits, variances, or exceptions, if any.

On-site progress checks with client and contractors to ensure installation as designed or to modify the design.

**All on-site services regarding construction/installation are \$75/hr, and will be due the day of services rendered.**

**FEE STRUCTURE**

**Design fees differ per client, and the design quote will be presented by the designer at the time of the consultation. If the designer's proposed quote is agreeable, then 50% of the design fee will be due upon contract signing at the end of the consultation: the remaining 50% will be due upon presentation of the design.**

*Please allow up to 2-4 weeks for your design to be complete and ready for presentation.*

**All deposits/payments are non-refundable.**

*Until final payment is received, all drawings represent the design concepts of Sweet Serenity Landscape Designs, and remain their property.*

**PLEASE MAKE CHECKS PAYABLE TO THE DESIGNER: SYMPHONY ARIOSTA**

RESIDENCE: \_\_\_\_\_

QUOTE AMOUNT: \_\_\_\_\_

50% due upon consultation      50% due upon presentation      \_\_\_\_\_ (initials)

Our intent is to work together to create a warm, personal landscape that enhances your home and reflects your taste and lifestyle.

If this proposal meets with your approval,  
it will become a letter of agreement between us.

Please don't hesitate to call or email if you have any questions!

Symphony Ariosta  
*Sweet Serenity Landscape Designs*

Client: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_