

ACTION PLAN TEMPLATE: 180-DAY IMPLEMENTATION ROADMAP

This roadmap breaks down your complex renovation into manageable phases. Follow this checklist to stay organized, control your budget, and turn your 1 euro house into a dream home.

Phase 1: The First 30 Days - Foundation & Planning

Goal: To move from idea to a fully planned, legally sound project. This phase is about research, team-building, and paperwork to ensure a smooth start.

Checklist Complete When: You have signed contracts, a clear budget, and the initial permits have been submitted.

Week 1: Assemble Your Local Team

[] **Hire an Architect & Geometra:** Find local, licensed professionals with experience in heritage renovations. Verify their insurance and check at least three references.

[] **Define Your Vision:** Work with your architect to create a preliminary design and a detailed list of "must-haves" versus "nice-to-haves."

[] **Interview Contractors:** Get preliminary bids from at least three vetted contractors recommended by your architect or other expats.

Week 2: Lock Down Legal & Financials

[] **Engage a Notaio & Commercialista:** Hire a notary for the property transfer and a tax advisor (commercialista) to plan for tax incentives.

[] **Finalize Your Budget:** Use the contractor bids to create a detailed budget. **Crucially, add a 20% contingency fund** for unforeseen issues.

[] **Open an Italian Bank Account:** This is essential for paying local contractors and utilities.

Week 3: Conduct Deep Due Diligence

[] **Commission a Full Structural Survey:** Your geometra will identify any hidden issues with the foundation, walls, or roof.

[] **Commission an Environmental Survey:** Check for asbestos, lead paint, or other hazards. This is a legal requirement before most renovation work.

[] **Review the Survey Results:** Go over the reports with your architect. Adjust your budget and renovation plan to address any problems found.

Week 4: Make It Official

[] **Sign the Contractor Agreement (Contratto d'Appalto):** Ensure it's a fixed-price contract with clear payment milestones tied to inspection approvals.

[] **Submit Permit Applications:** Your architect will submit all necessary plans (CILA/SCIA) to the municipality.

[] **Order Long-Lead Items:** With your architect's guidance, order materials with long delivery times, like custom windows or special tiles.

Pro Tip: Use the 2-6 month permit approval window to finalize all your interior design choices. This avoids making rushed, expensive decisions later.

Phase 2: Days 31-120 – The Heavy Lifting: Structure & Systems

Goal: To create a safe, stable, and weather-tight shell with all essential services roughed in. This is the most critical construction phase.

Checklist Complete When: The roof is on, walls are secure, and all plumbing, electrical, and HVAC lines have passed their first inspection.

Months 2-3: Structural Integrity

[] **Foundation & Walls:** Complete any underpinning, seismic reinforcement, and masonry repairs.

[] **Roofing:** Install the new roof structure, insulation, and waterproofing.

[] **Windows & Doors:** Install exterior windows and doors to make the property secure and weather-tight.

[] **Milestone Inspection #1:** Have your architect or geometra formally sign off on all structural work.

Release the first major payment to your contractor only after this approval.

Months 3-4: Systems Installation (The "Rough-In")

[] **Plumbing & Electrical:** Install all pipes, conduits, and wiring within the walls and floors.

[] **HVAC:** Install heating, ventilation, and air conditioning units and ductwork.

[] **Pressure Test & Certify:** The contractor must test all systems and get them certified by the relevant technicians.

[] **Milestone Inspection #2:** Your architect signs off that all systems are correctly installed before the walls are closed. **Release the second payment.**

Pro Tip: Take hundreds of photos and videos of the pipes and wires in the walls before they are

plastered over. This "digital map" is invaluable for future repairs.

Phase 3: Days 121-180+ – The Transformation: Finishes & Handover

Goal: To transform the functional shell into a beautiful, livable home and complete all final paperwork.

Checklist Complete When: You have the keys, all occupancy certificates, and a finished home ready to be enjoyed.

Months 5-6: Interior & Exterior Finishes

[] **Insulation & Drywall:** Close up the walls and ceilings.

[] **Flooring & Tiling:** Install all floor and wall tiles.

[] **Kitchen & Bathrooms:** Fit all cabinets, countertops, and sanitaryware.

[] **Painting & Trim:** Complete all interior and exterior painting and install baseboards and interior doors.

[] **Milestone Inspection #3:** Your architect inspects the quality of all finish work. **Release the third payment.**

Month 6+: Final Handover

[] **Final Punch List (Snagging List):** Walk through the property with your architect and contractor to list every minor defect that needs fixing.

[] **Obtain Occupancy Certificate (Certificato di Agibilità):** Your architect files the final paperwork with the municipality to certify the home is habitable.

[] **Final Payment & Key Handover:** Once the punch list is complete and you have the occupancy certificate, **release the final payment and the 10% retainage** to the contractor.

[] **Celebrate!** You've successfully navigated the renovation. *Benvenuti a casa!* (Welcome home!)

Pro Tip: Do not release the final payment until every single item on the punch list is completed to your satisfaction and you have all the necessary legal certificates in hand.

You can download for free the Action Plan Template in PDF at this webpage: italianpropertykit.it/the-book/