



# PROCESS GUIDE

WHERE OUR PLANS CAN BECOME YOUR REALITY



## 1 Strategic Definition

First, we need a plan of action, so we ask you lots of questions to find out what you want from your project. For example: What is the main purpose for the new space? How many people will use it and how will it be used? What percentage increase in building size/ area of garden being consumed is the new space? What external look would you like? (Modern? Futuristic? Heritage? In-keeping with existing?)



## 2 Preparation & Brief

Based on your project goals, and also any info we gather through existing building or site surveys, we develop a project brief. This is where we begin to turn your ideas into drawn reality.



## 3 Concept Design

Based on the brief, we create and share our initial design idea, including useful info such as procurement options, planning strategy and cost plan. This is based on an industry informed cost per square metre and should be taken as a rough guide.



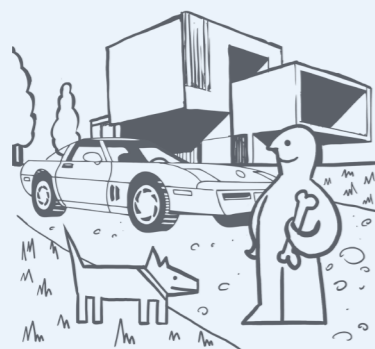
## 4 Developed Design

During this stage we start to develop our ideas, adding detail to the architectural, building services and structural engineering designs to enable a planning application. We act as your agent throughout the planning process so that you can get on with your day to day activities and leave your development in our capable hands.



## 8 In Use By Client

This is your opportunity to provide feedback. Have your objectives for the project been met? How has it improved your home or how you live in it? Let us know if you're happy to give us a testimonial, or if we can come and take a few pictures. It's always much appreciated!



## 7 Project Handover

The building work on your home is now complete. Enjoy the new spaces you have created.



## 6 Construction Phase

Having tendered the project and selected the right builder, the construction of your project begins! But we are still on hand to respond to any design queries should you or your chosen contractor need us.



## 5 Technical Design

We prepare technical designs, to include design and specifications from subcontractors, and discharge any planning conditions imposed by the local planning authority. At this stage we may need to involve additional consultants such as structural engineers or building services engineers. You may even want to consider a quantity surveyor if budgets are tight.

