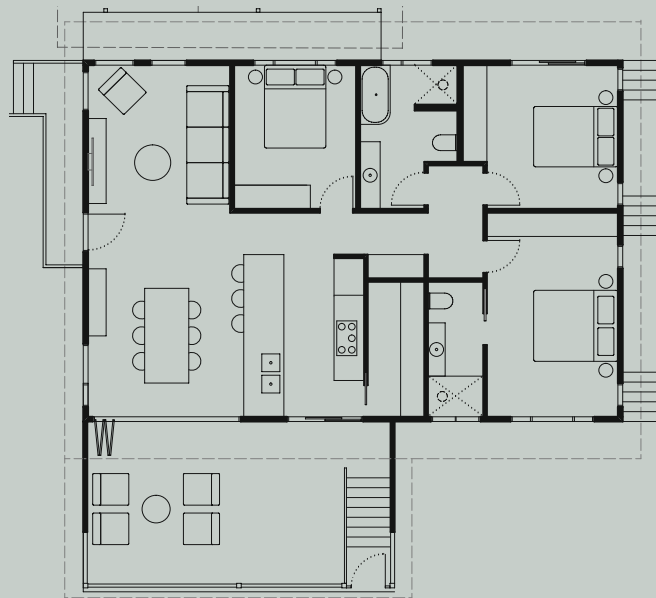


NEW PROJECT CHECKLIST

RESIDENTIAL

- PLANS OF EXISTING DWELLING OR PLANS OF NEW BUILD - if available
- IDEA OF WHEN YOU WANT THE CONSTRUCTION TO BE FINISHED BY?
- IDEA OF WHAT YOU WANT TO SPEND ON YOUR PROJECT?
- METHOD OF FINANCING - LOAN OR SAVINGS?
- BRIEF FOR INTERIOR ARCHITECT/DESIGNER - complete our brief form on page 2-4
- GET CLEAR ON YOUR STYLE - LIKES/DISLIKES - we suggest creating a pinterest board
- UNDERSTAND WHAT APPROVALS MAY BE NEEDED - see our guide on page 5-6
- LIST OF BUILDERS YOU MAY WANT TO CONTACT - if any, your design team will have suggestions



whitewood

INTERIOR ARCHITECTURE + DESIGN

www.whitewood.agency

PROJECT DESIGN BRIEF

NEW PROJECT - RESIDENTIAL

CONTACT NAME/S:

CONTACT NUMBER & EMAIL:

PROJECT ADDRESS/LOCATION:

WHAT IS YOUR TIMELINE:

NEW BUILD, RENOVATION or FURNISHING?

*if new build have you engaged a Architect or Building Designer?

SIZE OF DWELLING - LEVELS AND SQUARE METRES IF KNOWN:

GENERAL DESCRIPTION OF WORKS:

eg; Complete interior fit out for new home; Extension to dwelling for addition of 2 Bedrooms, bathroom and laundry room; Renovation of living, dining and kitchen; Furniture and decoration of entire home

IDEAL SPEND FOR THE WORKS:

*keep in mind trades often quote ex GST

PROJECT DESIGN BRIEF

NEW PROJECT - RESIDENTIAL

HOW MANY BEDROOMS DO YOU NEED? list any specific requirements

HOW MANY BATHROOMS DO YOU NEED? list any specific requirements

KITCHEN WISH LIST:

*eg: double sink, water filter, integrated appliances, induction or gas cooking, walk in pantry etc

LOUNGE / DINING WISH LIST:

*eg: how many people to seat, hidden TV, fireplace etc

LAUNDRY WISH LIST:

*eg: seperate room, in garage or external, washer & dryer (front or top load, under bench?) storage etc

STORAGE REQUIREMENTS:

*anything more than general wardrobes and linen cupboard?

OUTDOOR SPACES:

*eg: pool, spa, deck, fire pit, parking, covered entertaining area, built in bbq etc

PROJECT DESIGN BRIEF

NEW PROJECT - RESIDENTIAL

ADDITIONAL INFORMATION

APPROVAL PROCESS GUIDE

UNDERSTAND YOUR APPROVAL REQUIREMENTS

Any good architecture and design agency will lead this process for your project. However understanding what your approval process may involve can help you budget and make you feel more confident about the decisions being made. We've broken down the key parts to any project approval for you below. It is always a good idea to get in touch with your local Councils development department and have a chat about your plans and understand your site zoning, conditions and limitations. Our just leave it to your Architect or Designer, up to you.

COUNCIL: *fees vary depending on type of approval

- Development Approval (DA) - will be required if you are doing a new build or extension to an existing home, adding any sinks or plumbing fixtures.

*Council can request contributions for various infrastructure elements, it is best to speak with council at various stages through the project to understand your obligations.

- Section 68 application - for additions or alterations to plumbing & drainage points
- NSW Long Service Levy (LSL) (name varies state to state) *calculated at 0.25% of the total cost of the work, when the cost of construction work is great than \$250,000 incl GST.

TOWN PLANNER: approx \$3000-\$5000

- Only required if you are lodging a DA
- Prepare reports and paperwork associated with your DA application
- Lodgement and tracking of DA with Council

PRIVATE CERTIFIER: approx \$3000-\$5000

- Construction Certificate (CC) *only required if you have a DA
- Complying Development Certificate (CDC) *this is instead of a DA if the works meet the requirements
- Exempt Development *for minor works not triggering approval, you still need this formally assessed

EXTERNAL CONSULTANTS:

You may be required to engage some external consultants to complete designs and certification to complete the approvals for your project. This may include;

- Structural engineer: approx \$2500-\$5000
*required for footings, beam details for large openings, roof structure, tie downs, etc
- Hydraulic designer: approx \$1500-\$3000
*required to detail plumbing and drainage sizes and connections
- Bush Fire assessment officer: approx \$1500-\$3000
*required if your home is within a bush fire zone

***note fees listed above are an estimate only and subject to scope of works**

APPROVAL PROCESS GUIDE

NOTES

*Note down any information recieved from Council or Certifiers you've contacted here: