00. Summary

Home Project Planning Pack

"If I had 6 hours to chop down a tree,
I'd spend the first 4 sharpening the axe."
– Abraham Lincoln

What is the #1 complaint by homeowners after a Home Project?

"The project was over time and over budget!"

Homeowners regularly contact us asking for Fee proposals for their Home Project.

The problem with this is when you move projects into the design phase **before** the research is started, you have put the cart before the horse.

This is like a doctor starting surgery without a thorough diagnosis or trying to build a house on a bad foundation.

That is why we created this **Home Project Planning Pack.** These 7 worksheets provide a simple process to help you better understand the **8 Phases of a Home Construction Project,** for new construction, addition, remodeling, or other renovation projects.

Using this Planning Pack can ultimately help you reduce project risk, save time and money, and help you build the home of your dreams.

00. Summary
Use the check boxes below to track your completion of the 7 worksheets

- ☐ **01. Home Project Roadmap**
  8 Phases of Your Home Construction Project
- ☐ **02. Creating a Design Brief**
  7 Big Picture Questions to Get You Started
- ☐ **03. Construction Cost Estimator**
  Do-It-Yourself Guide to (Roughly) Estimate Your Project Costs
- ☐ **04. Interviewing an Architect**
  10 Questions to Ask Before Working With an Architect
- ☐ **05. Myth vs. Reality**
  What Do Architects Actually Do?
- ☐ **06. Directory of Expert Professionals**
  Our Personal Directory of Trusted Professionals
- ☐ **07. Readiness Assessment**
  Are You Ready to Start the Process?

12/12 architects & planners
12/12 Architects & Planners
www.1212architects.com
644 67th Street
Downers Grove, Illinois 60516
630.346.1620
architect@1212architects.com

01. Home Project Roadmap

8 Phases of Your Home Construction Project

"The beginning is the most important part of the work."
– Plato

The Roadmap

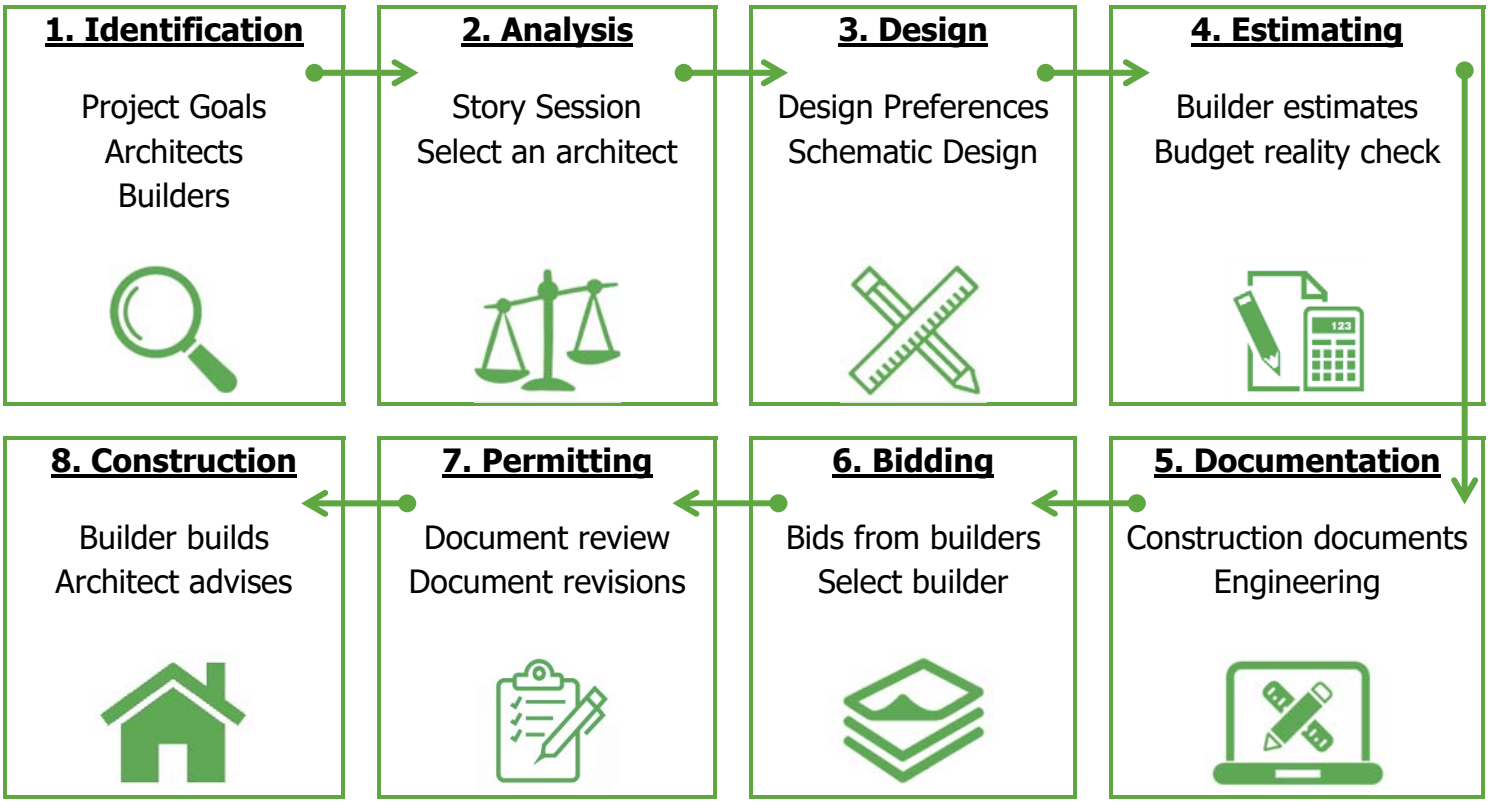
This "map" highlights the **8 Phases of a Home Construction Project**. Right now, you are likely in the **Identification Phase,** gathering information, starting to look at architects and builders. Beyond that, you may not know where to begin. It's a daunting process, but the roadmap is here to help you understand the entire process more clearly.

A key step in the Analysis Phase, the **Story Session**, is one that most architects skip.

However, we understand the vital importance of the **Story Session**, and won't begin a design project without it.

The **Story Session** offers a concise property analysis to highlight the requirements, opportunities and obstacles of your specific landscape. It may also minimize your risk of inadequate design decisions; provides a clear format to review your project goals; and determines if our working relationship is a fit.

Follow the Roadmap through the 8 Phases of a Home Construction Project below.



To discuss a Story Session for your Home Project, please contact us.

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www.1212architects.com

644 67th Street
Downers Grove, Illinois 60516

630.346.1620
architect@1212architects.com

02. Creating a Design Brief

7 Big Picture Questions to Get You Started

"It does not take much strength to do things, but it requires a great deal of strength to decide what to do."
– Elbert Hubbard

The Design Brief

Planning, designing and building your Home Project begins by creating a list of your wants and priorities (also called a **Design Brief)**. This tool is a gathering of your most important needs, desires, and goals for the project. This is key for both you and your architect.

Typically, most homeowners don't know where to begin, or how to decide what they really want or need. Answering these 7 key Big Picture questions will help you prioritize what is most important for **you** in your project.

Carefully consider each of these questions, and write your answers below.

Questions	Your Answers
1 Who are the important people the home needs to be designed for?	
2 What do you love about your current home? What do you hate?	
3 Where do you see yourself in 10 years? Is this your forever home?	
4 When do you want to start, and complete, this project?	
5 Why is this project important to you? What goals will it achieve?	
6 How much do you want to spend to create your perfect home?	
7 How do you want to **FEEL** in the home of your dreams?	

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03. Construction Cost Estimator

Do-It-Yourself Guide to (Roughly) Estimate Your Cost

"An investment in knowledge pays the best interest."
– Benjamin Franklin

The #1 Question …

The question architects and builders hear most is **'how much will my project cost?'**

There are so many variables and unknowns – without complete construction drawings – that providing an answer is literally impossible.

The problem is that this question is VERY important. Homeowners can't and won't proceed if they don't have a ball-park estimation of cost. We have created this guide will help you to determine an estimate of overall project costs.

These estimated construction costs are for "sticks and bricks", and do not include items such as builder, architect, engineering, or permit fees, or land acquisition and preparation, which can total an additional 30-50% or more. These costs will vary on your choices for interior and exterior materials, finishes, appliances, architectural features and details, etc. Your actual cost per square foot may be more or less than shown, but based on our 25 years of experiences and guidance from trusted builders, these numbers provide a rough cost estimate.

New Construction Projects

	Standard	Medium	Luxury
Size (SF)	$275/SF	$350/SF	$475/SF
2,200	$605,000	$770,000	$1,045,000
3,600	$990,000	$1,260,000	$1,710,000
5,000	$1,375,000	$1,750,000	$2,375,000
Your Project Size	$.....	$.....	$.....

Addition Projects

	Standard	Medium	Luxury
Size (SF)	$400/SF	$450/SF	$550/SF
500	$200,000	$225,000	$275,000
1,000	$400,000	$450,000	$550,000
1,500	$600,000	$675,000	$825,000
Your Project Size	$.....	$.....	$.....

Remodeling Projects

All remodeling projects require custom estimates. However, typical project ranges are:

Kitchen:	$70,000 – $120,000	Hall Bath:	$15,000 – $50,000
Basement:	$40,000 – $150,000	Primary Bath:	$35,000 – $90,000

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04. Interviewing an Architect

10 Questions to Ask Before Working With an Architect

"Good building comes from good people, and all problems are solved by good design."
– Stephen Gardiner

Asking the Right Questions

Although extensive schooling and training are required for all licensed architects, that does not mean that all architects are created equal.

Finding the right architect for **you** depends on many things, including personality, design style, experience, availability, and budget.

In our experience, the best way to find out if we are the right 'fit' for each other is to fully understand what you are looking for. This is achieved through our Clarity Call, a Project Consultation, and our **Story Session**.

Ask your architect these key questions

1	What unique value do you offer to us for our project?
2	How can you add value to our home to maximize the return on investment when/if we sell?
3	Do you offer a pre-design analysis to guide us efficiently towards the design phase?
4	What challenges might we face on our project; how have you overcome these in prior work?
5	If my budget, timeline and wish-list for my project are unrealistic, will you let me know?
6	How would you like me to share my ideas, images, needs, wants and research?
7	What can I do to help you deliver the best work for us?
8	Do you have a set process that helps us all successfully work together, even under pressure?
9	Will you coordinate the bidding process to find and select the best construction team?
10	How can you help us understand all that is involved in a project like ours?

Hiring the right architect for <u>you</u> is the single most important decision to make on your project.

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05. Myth vs. Reality

What Do Architects Actually Do?

"The great enemy of truth is very often not the lie – deliberate, contrived and dishonest – but the myth – persistent, persuasive and unrealistic."
– John F. Kennedy

Myth-busting!

An architect's role is significantly larger than most homeowners realize. When an architect manages your project from start to finish, they coordinate all of the moving parts throughout the process.

Of course, this includes the design and drawing, but also so much more. They work on your behalf to coordinate what is likely the largest financial investment of your life, to ensure it is planned and constructed as the home of your dreams.

What DOES your architect ACTUALLY do?

Myth	Reality
Is a drafter.	**Is your Designer, Teacher, and…** question-asker, answer-listener, contract negotiator, plan coordinator, construction observer, detail documenter, project leader, puzzle solver, letter-writer, picture-taker, dog-petter, kid-whisperer, grandma-visitor, debate-moderator, solution-finder… and so much more! **Is your Advocate and Sounding Board** through the use of a thorough and proven process to help you determine the wants, needs, hopes and dreams you have for your home.
Sketches the "blueprints" for the builder.	**Designs and details the interior and exterior of your home –** everything from general massing on the site and rooflines to the fine details of built-ins and selection of materials. **Visits your home, property, and neighborhood** and completes an analysis to ensure that your home takes full advantage of the site, through review of zoning, easement and other restrictions, as well as sun paths, views, unique features, and adjacent properties. **Leads the team of professionals** working with you to create your dream home, including the builder, engineers, and interior designer. **Provides technical construction documentation for the builder,** including specifications, connection details, structural elements and all architectural elements.
Stamps the drawings. "The city says I need to get a permit."	**Certifies the project meets building and other codes** to ensure the health, safety, and welfare of your family. **Reviews bids, coordinates site visits and meetings, and oversees the quality of work** provided by the builder and contractors.

In summary, the architect is the conductor of the project orchestra.

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06. Directory of Expert Professionals

Our Personal Directory of Trusted Professionals

"Surround yourself with only people who are going to lift you higher."
– Oprah Winfrey

Who Are These Experts?

Understanding WHAT to do is hard enough, but deciding WHO can help you is harder.

Our team receives requests for recommended home construction professionals on a daily basis. Over the last 25 years we have cultivated a large list of professional associates.

Those listed below have proven time and again to provide excellent service.

These are experts we trust explicitly.

The right architect will manage both the experts AND the process.

	Profession	Name	Company	Contact Details
☐	Architect	Cinda K Lester	12/12 Architects & Planners	630.346.1620 cinda@1212architects.com
☐	Builder	Tom Crnkovich	Alpine Ridge Builders	630.538.5108 tom@alpineridge.net
☐	Engineer – Civil	Tom Crnkovich	Rivercrest Consulting	630.538.5108 tom@alpineridge.net
☐	Engineer – Mech, Elec, Plumb, Fire	Tina B. Yagla	Yagla Engineering	630.777.9880 tyagla@yagla.com
☐	Engineer – Structural	Nate Mowry	JWA Structural Engineering	630.653.9060 info@jwase.com
☐	Interior Designer	Christie Kenny	Christie Kenny Interiors	708.218.8726 ckenny@christiekennyinteriors.com
☐	Realtor	Lisa Wenzel	Wenzel Select Properties	630.430.4790 lisa@wenzelselectproperties.com
☐	Surveyor	Michael Krisch	Krisch Land Surveying	630.627.5589 m.krisch@gdkls.com

07. Readiness Assessment

Are You Ready to Start the Process?

"Take the first step in faith. You don't have to see the whole stair case, just take the first step."
– Dr. Martin Luther King, Jr.

Are You Ready for an Architect?

This exercise allows you to assess how ready you are to move to the **Design Phase**. If you are not close to 10 on ALL scales, then it's best to seek help from an expert to do this research.

If you rush into the **Design Phase** without this information available, you'll run the risk of making too many assumptions, which is the #1 reason projects go over budget and over time.

"Measure twice, cut once." – Builders' Mantra

	1= not at all	10 = very
How clear are you on exactly what you want? And what you need?	1	10
How aware are you of the various options your site can accommodate?	1	10
How confident are you that you know all the necessary legal requirements?	1	10
How aware are you of what is needed to finish the project on time and budget?	1	10
How confident are you that your budget will achieve your wants and needs?	1	10
Give yourself a current overall rating of Project Readiness.	1	10

If you haven't reached 10 on all scales yet, our **Story Session** process will allow you to fill in the knowledge gaps, so you head into the **Design Phase** armed with the necessary information.

Our Story Session is the process designed to get you to 10 on every question above. Please contact us for more information.

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