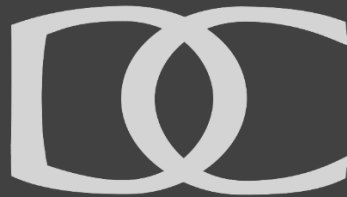


**PROJECT  
PLANNING PACK**  
for  
**BUILDING A  
CUSTOM HOUSE**

*ABRIDGED EDITION*



**DANIEL CLARKE  
ARCHITECT**

V2.0

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**Workbook Summary · 00**

**BUILDING PROJECT ROADMAP · 01**

Major steps required for designing and building your new home

**BUILDING EXPERT DIRECTORY · 02**

My personal directory of trusted professionals

**BUILDING COST ESTIMATOR · 03**

The simple, Do-It-Yourself way to estimate your number

**FAQ AND QUESTIONS YOU SHOULD ASK · 04**

It's helpful to have a process to make sure you get the BEST architect for the project

**HOW TO CREATE A DESIGN BRIEF USING ONLY 7 QUESTIONS · 05**

Focus on these key items to make the design process smoother

**MYTH AND REALITY · 06**

What do architects actually do?

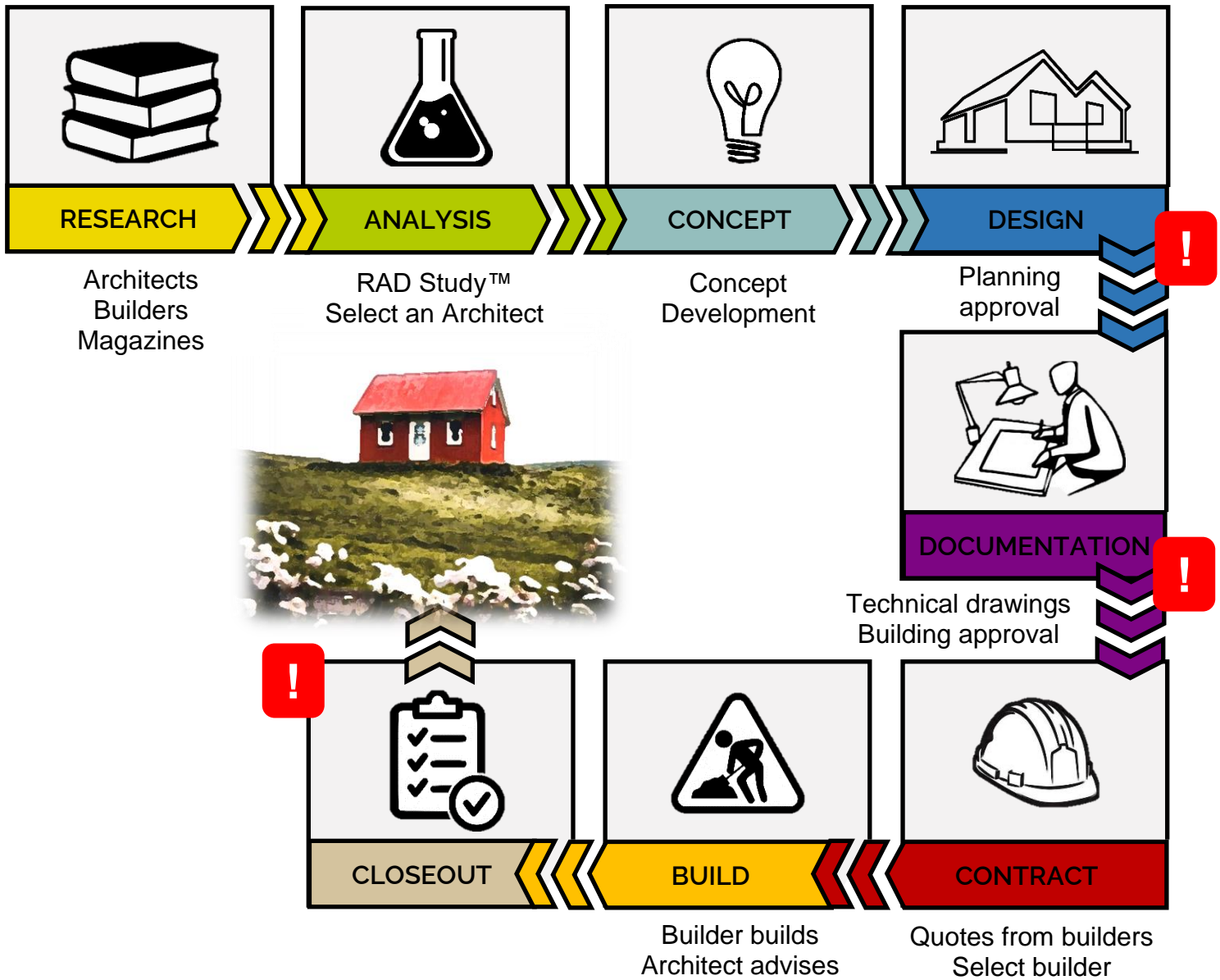
**PREPAREDNESS SELF-EVALUATOR · 07**

Are you ready to move to the design phase?

*This is important ... please read carefully.*

Right now, you should be in the **Research Phase**. This is where you are gathering information and playing around with ideas. At the point you want to get serious, you will want to check the feasibility of your ideas and understand what the project constraints are. If

you work with me, we will move to the **Analysis Phase** by conducting a **R.A.D. Study™** to eliminate assumptions, identify constraints and find your best options. You will receive a document that can be used by me or any other architect that will ensure you reduce project risk and get the best options for your site and budget.



**When you are ready to review the feasibility of your project, email or call me >>**

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## Personal Directory of Trusted Professionals

### Who Are These Experts?

Understanding WHAT to do is one obstacle and working out WHO can help you is another.

Regularly, owners and architects alike have to select design professionals. To make this process easier, I have listed the design

professionals that I trust for a new house project. Not only do they do a great job, but they provide excellent advice, as well. These are the experts I trust.

If you have other questions about your project, don't hesitate to reach out to me. If I can't answer your question, then I'll direct you to someone who can.

Profession	Name	Company	Contact Details
□ Architect	Daniel Clarke (Me)	Daniel Clarke Architect	778.998.7034 dclarke@dclarkearchitect.com
□ Builder (Okanagan)	Greg Hoffart	Tree Construction Inc.	250.837.3817 greg@treeconstruction.ca
□ Builder (Metro Vancouver)	Paul Lilley	Kingdom Builders	604.924.5464 paul@kingdombuilders.ca
□ Builder (Fraser Valley)	Larry Clay	Clay Construction Inc.	604.767.8584 larry@clayconstruction.ca
□ Interior Designer (Metro Vancouver)	Amber Johnson	Establishment Design	778.837.7774 amber@estdesign.ca
□ Interior Designer (Fraser Valley)	Kindree Chescoe	KLC kre-a-tiv Inc.	604.670.1107 kindree@klckreativ.com
□ Landscape Architect	Rebecca Krebs	PMG	604.294.0011 rebecca@pmglandscape.com
□ Realtor (Metro Vancouver)	Gavin Hughes	Oakwyn Realty	604.626.6618 gavin@gavinhughes.ca

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

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## The Simple, Do-It-Yourself Way To Estimate Your Number

### The #1 Question ...

The most dreaded question architects, builders and every other professional hates has got to be, “**How much will my project cost?**”

There are so many variables that a definitive answer is literally impossible. Even worse, the consequences of trying to answer and risk giving ‘bad advice’ will have most experts running away to avoid the question.

The problem is that this question is VERY important. No one can proceed if they don't have a ball-park estimation of cost.

This guide will help you to determine an estimate of hard construction cost but is not a *construction budget*. Unusual or extreme site conditions and remote locations can add substantially to the actual cost. Your actual number may be more or less, but this estimator can be helpful to give you an order-of magnitude starting point.

This hard construction cost estimate does not include taxes or ‘soft costs’ (e.g. permit fees, utility or municipal connection fees, consultant fees, and real estate costs and related fees). This estimator as a starting point is not a replacement for a discussion with either a quantity surveyor or professional estimator.

New Home Cost Estimator				Estimate Your Cost	
\$ / ft <sup>2</sup>	Standard Showhome	Custom	Luxury	Area	Cost
2400 ft <sup>2</sup>	\$200 - \$250	\$350 - \$450	\$900 - \$1200		
3100 ft <sup>2</sup>	\$150 - \$200	\$300 - \$400	\$700 - \$1100		
4800 ft <sup>2</sup>	\$150 - \$200	\$250 - \$350	\$600 - \$1000		
7200 ft <sup>2</sup>	\$180 - \$230	\$250 - \$350	\$500 - \$900		

For a detailed project cost assessment, email me at [dclarke@dclarkearchitect.com](mailto:dclarke@dclarkearchitect.com)

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[dclarke@dclarkearchitect.com](mailto:dclarke@dclarkearchitect.com)  
[dclarkearchitect.com](http://dclarkearchitect.com)

**When Hiring an Architect, It's Helpful To Have A Process To Make Sure You Get The BEST Person For The Project.**

**Asking The Right Questions**

Although extensive schooling and training are required for all architects, that doesn't mean all architects are created equal.

Finding the RIGHT architect for you depends on several factors, including: personality, design style, building for taste or to make money, budget and even whether your project requires a specialist skill set.

Choosing the right architect can mean the difference between an enjoyable experience and one plagued with problems and hassles the whole way through once a project moves into the **Build Phase**. How will your project go?

**The questions are the answer ...**

**A great architect is your Designer, Advocate, Teacher, Project Leader and Coordinator**

<input type="checkbox"/> What unique value do you have for our specific type of project?	<input type="checkbox"/> How would you like me to share my ideas, images, needs, wants and research?
<input type="checkbox"/> How can you add value to our home so that we maximize the return on investment when/if we sell?	<input type="checkbox"/> What can I do to help you deliver the best work for us?
<input type="checkbox"/> Do you offer a pre-design analysis service to help move us safely and efficiently towards the design phase?	<input type="checkbox"/> Do you have a team game plan that outlines how we will all successfully work together, even under pressure?
<input type="checkbox"/> What are the specific challenges for our type of project and how have you overcome these in the past?	<input type="checkbox"/> Will you run the tender process to find and select the best construction team?
<input type="checkbox"/> If my budget, timeline and scope of project are unrealistic, will you let me know?	<input type="checkbox"/> What educational material do you provide so we can understand the requirements of our specific type of project?

**Hiring the RIGHT architect is the single most important decision to make on your project.**

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***Focus. Decide. Move Forward.***

**Alice:** "Would you tell me, please, which way I ought to go from here?"

**The Cheshire Cat:** "That depends a good deal on where you want to go."

**Alice:** "I don't much care where."

**The Cheshire Cat:** "Then it doesn't much matter which way you go."

The method below is my trusted 7-Question Design Brief creator. You can request a more detailed - but still simple - guide by visiting [dclarkearchitect.com](http://dclarkearchitect.com).

Your Question	Answer
1 Outline your current situation	
2 How do you live? Is that changing or about to change?	
3 What will you need to <i>SEE</i> to know your project has been a dramatic success?	
4 How do you want to <i>FEEL</i> as you move through your new space?	
5 Who are the important people this home needs to be designed for?	
6 What are the budget, timeframes, and boundaries within which we need to work?	
7 What does your home really mean to you?	

## What Do Architects Actually Do?

### Reality Check

An architects' role is a lot larger than most people realize. When an architect manages your project,

he/she ensures that every part of the process below (and more) is handled to ensure that the biggest investment in your life or career is safe and secure.

### Myth

**Sketches designs** that a builder uses.

### Reality

**Checking the title** and in particular any easements and land covenants that may restrict what or where you can build.

**Ensuring Compliance** with building and safety regulations, local planning regulations and restrictions. Depending on the project, there may be laws surrounding the development of an urban environment or the preservation of the local environment.

**Leadership** - heading up the team of professionals who will work on this stage of the project including builders, tradespeople, engineers, and designers.

**Construction documentation** - translates the design into instructions and technical specifications for contractors and construction experts. Ensures those specifications are met.

**Project management** – performing site visits, attending meetings, reviewing the construction and validating quality of work, negotiating with contractors and dealing with and resolving problems that arise.

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

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## Are You Ready To Move To The Design Phase?

### Do You Need 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

How clear are you on exactly what you need?

1 2 3 4 5

How aware are you of all the various options your site will accommodate?

1 2 3 4 5

How confident are you that you are aware of all the legal requirements?

1 2 3 4 5

How aware are you of the process you will need to have in place to get the project completed on time and on budget?

1 2 3 4 5

How confident are you that you that your budget will achieve your needs?

1 2 3 4 5

Construction Process

1 2 3 4 5

Don't worry if you are not yet at 5 across the board. The DAE Study process allows you to fill in the knowledge gaps and gets you ready to move to the **Design Phase**.

**My R.A.D. Study™ is the process designed to get you to 5 on ALL sliders above.**

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