

BRIEF TEMPLATE 2

RESIDENTIAL RENOVATION PROJECT BRIEF

This document will help define the key requirements of your project. Please provide as many details as possible to ensure the best design outcome.

1. PROJECT OVERVIEW

- **Project name / Address:** *Click or tap here to enter text.*
- **Client name(s):** *Click or tap here to enter text.*
- **Existing site size (m²):** *Click or tap here to enter text. m²*
- **Existing house size (m²):** *Click or tap here to enter text. m²*
- **Scope of work:** *Click or tap here to enter text. m²*
☐ internal renovation (alteration) ☐ addition (new build area) ☐ both renovation & addition (addition & alteration)
 Describe further if needed (e.g., minimal internal renovation to connect with addition): *Click or tap here to enter text.*
- **Intended renovation (addition & alteration) size (m²):** *Click or tap here to enter text. m²*
- **Preferred Architectural Style:** ☐ modern ☐ traditional ☐ minimalist ☐ contemporary ☐ blend with the existing house ☐ pavilions ☐ quality contrast from the existing house
 Describe further if needed: *Click or tap here to enter text.*
- **Key Priorities:** ☐ functionality ☐ sustainability ☐ energy efficiency ☐ cost-effectiveness ☐ uniqueness ☐ site sensible/blended ☐ other (describe below)
 Describe further in more details if needed: *Click or tap here to enter text.*
- **Project Budget (NZD/AUD):**
 Describe further:
 - Overall project budget: \$ *Click or tap here to enter text.*
 - Building construction budget: \$ *Click or tap here to enter text.*
 - Landscaping (hard & soft) budget: \$ *Click or tap here to enter text.*
 - Architect & Sub-Consultants budget, including City Council Fees: \$ *Click or tap here to enter text.*

- Contingency budget (recommended 5-10% of total budget): \$ *Click or tap here to enter text.*

- **Planned Construction Start Date:** *Click or tap here to enter text.*

- **Planned Move-in Date:** *Click or tap here to enter text.*

2. EXISTING HOUSE CONDITION & SITE CONSIDERATION

- **Existing house was built** (please specify if known - check all available documentation you have or if available in local City Council): *Click or tap here to enter text.*

- ☐ **Does the site have any easements on the ownership title?**

Describe further: *Click or tap here to enter text.*

- **Existing house current issues or challenges:** (e.g., outdated layout, structural concerns)

☐ poor insulation ☐ outdated layout ☐ require functional improvement ☐ structural concern ☐ need existing exterior "lift-up" ☐ exterior joinery requires replacement with improvements ☐ house needs re-roofing ☐ house needs a second bathroom/ensuite ☐ combine present laundry & toilet into new bathroom & laundry ☐ combine present laundry & toilet into new bathroom & ensuite if practical ☐ replace existing floor coverings to expose existing hardwood floor ☐ interior lighting needs improvements ☐ poor internal joinery hardware (e.g., door handles) ☐ existing bathroom(s) need full renovation ☐ existing kitchen/pantry area needs full renovation ☐ other (describe below)

Describe further in more detail: *Click or tap here to enter text.*

- **Preferred addition position to existing house:** ☐ front ☐ back ☐ side ☐ story above ☐ under existing house/part of house ☐ mixed

Describe preference further: *Click or tap here to enter text.*

- ☐ **Important views to retain or avoid:**

Describe further in more details: *Click or tap here to enter text.*

- ☐ **Sun & wind considerations:**

☐ maximize northern sunlight ☐ shelter outdoors from the wind ☐ create courtyard(s) ☐ provide wind/sun breaks ☐ create privacy ☐ shelter outdoors from the harsh sun ☐ sun protection to existing windows/doors highly exposed

Describe further if needed: *Click or tap here to enter text.*

Preview Only

This is an extract from our client resource library.

The full document includes detailed guidance, examples, and notes tailored to new projects.

By signing up for the initial stage short agreement - Feasibility Study, we will provide you with the full version of the document.

studio MWA