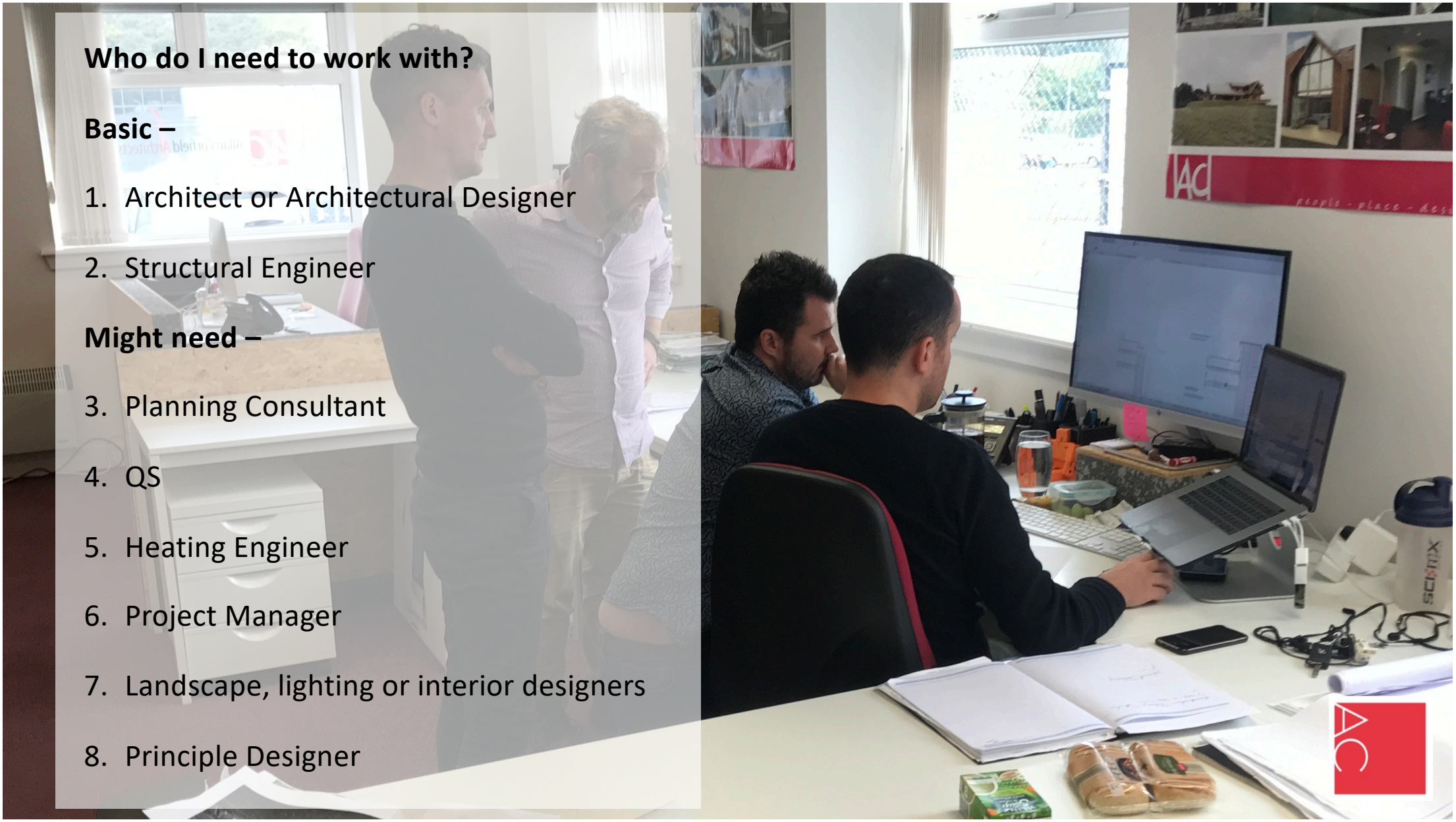
Allan Corfield
ARCHITECTS

Beginning your project and the design process

Jenny Chandela


1. Getting started
2. Finding a plot
3. Getting the right help
4. Designing your dream
5. Top tips

GETTING STARTED



Who do I need to work with?

Basic –

1. Architect or Architectural Designer
2. Structural Engineer

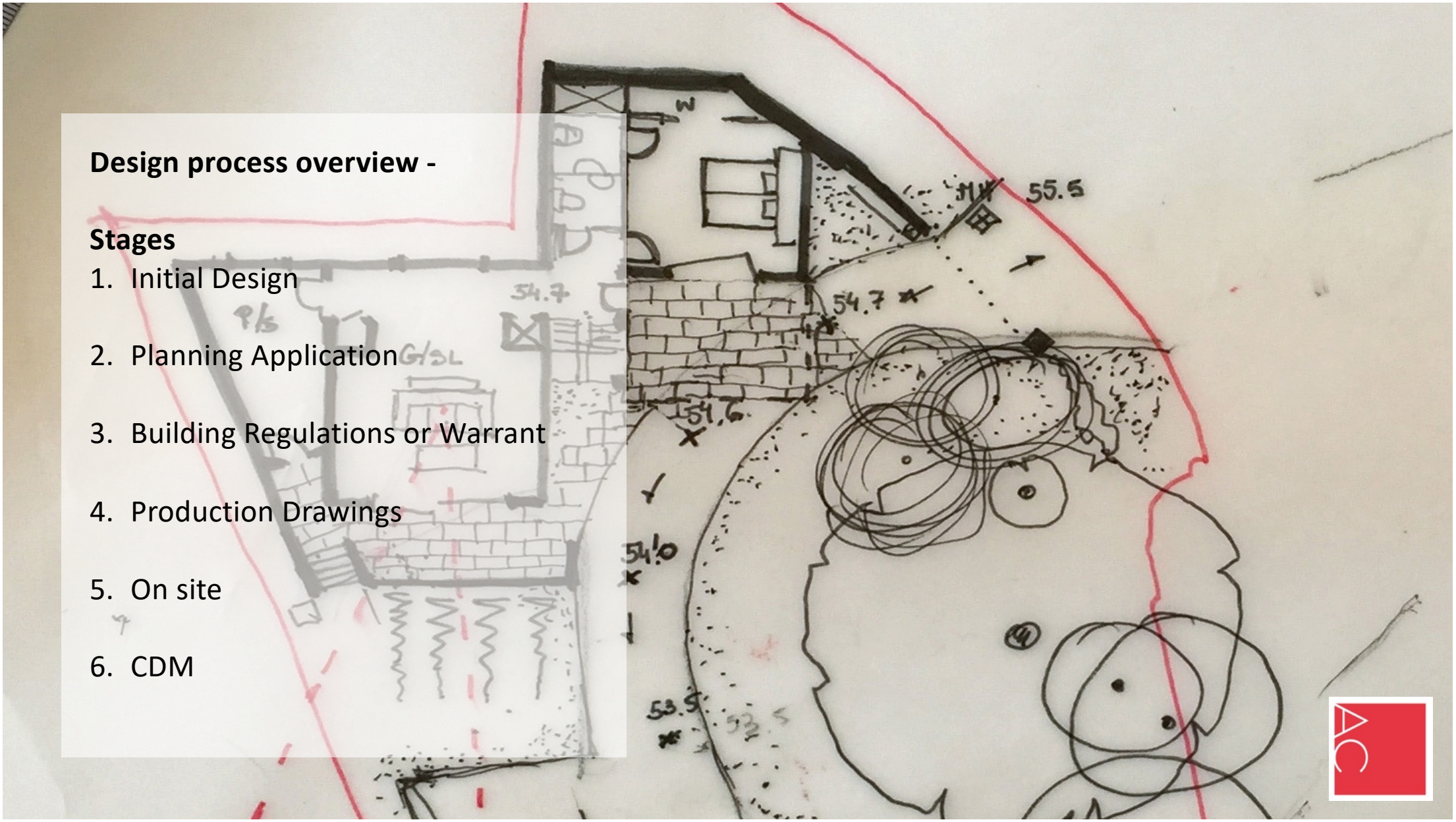
Might need –

3. Planning Consultant
4. QS
5. Heating Engineer
6. Project Manager
7. Landscape, lighting or interior designers
8. Principle Designer

Design process overview -

Stages

1. Initial Design
2. Planning Application
3. Building Regulations or Warrant
4. Production Drawings
5. On site
6. CDM



What is critical throughout these stages?

1. Your involvement, **its your home not your design teams**
2. Checking that you can afford it!
3. You must love the design before you proceed through the stages
4. Engage with your neighbours and the planners as soon as you can
5. Communication with your consultants

Benefits of early engagement -

1. Site suitability
2. Building orientation/ siting
3. Refinement of brief
4. Consideration of building envelope
5. Integration of systems
6. Developing a relationship

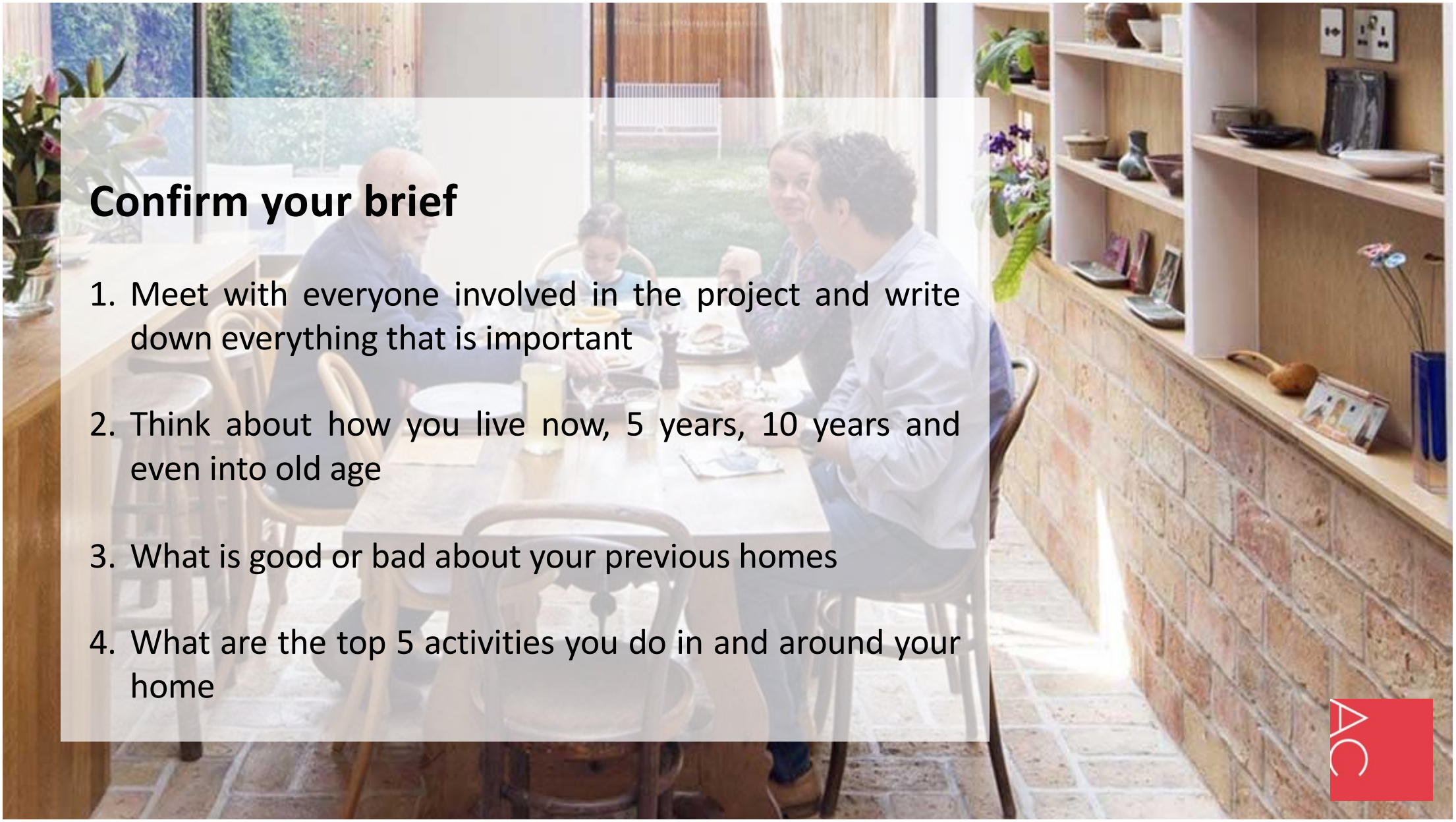
FINDING A PLOT

The challenge

1. Lack of supply
2. Land banking by the major developers
3. Everyone wants the same thing
4. Too expensive
5. Too Risky
6. This may/will take much longer than you think
7. Also….. Unicorns don’t exist

The process

1. Confirm your brief
2. Work out where you want to live
3. What you can afford
4. What size of site do you need
5. Understand the types of sites available
6. Appraise your selection
7. Next steps



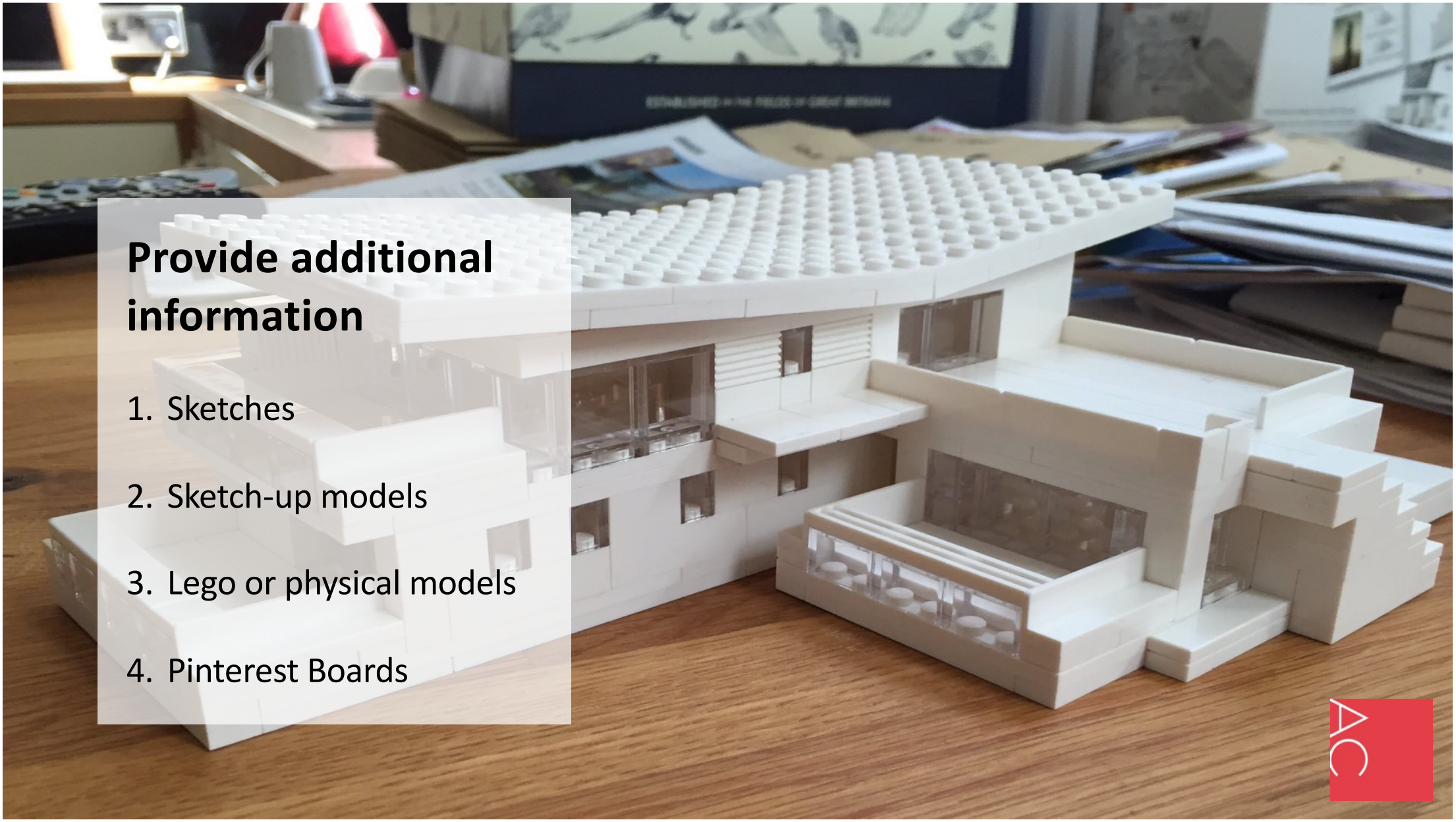
Confirm your brief

1. Meet with everyone involved in the project and write down everything that is important

2. Think about how you live now, 5 years, 10 years and even into old age

3. What is good or bad about your previous homes

4. What are the top 5 activities you do in and around your home



Provide additional information

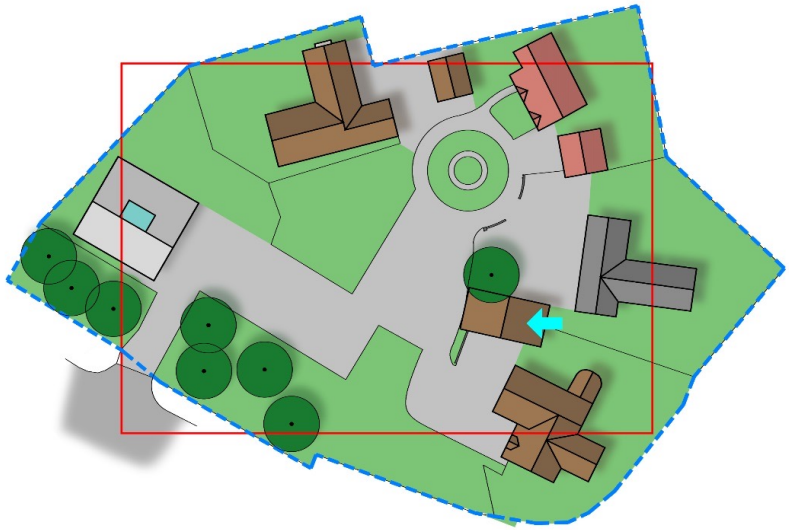
1. Sketches
2. Sketch-up models
3. Lego or physical models
4. Pinterest Boards

Where do you want to live

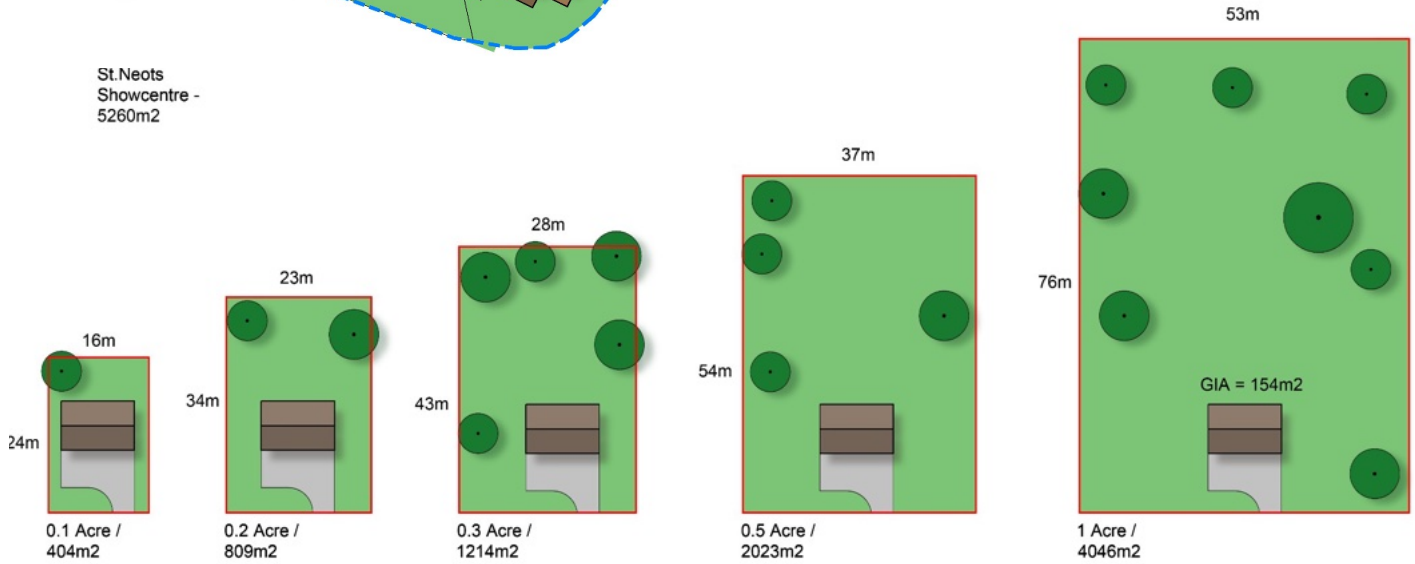
1. This will be affected by a few considerations –
    1. Family
    2. Work commitments or travel
    3. Plot prices
    4. Desired location, rural or urban
2. Use google earth/maps to pick geographic locations
3. Try and get this down to regions or towns or even villages

What can you afford

1. Your total project budget is the first thing you consider
2. This needs to include everything, plot, fees, build costs, contingencies, borrowing fees etc
3. What will impact cost – location, size, planning permission, connections
4. Depending on the type of site and its risk level/location, the price could range for a standard site from between £50k to £250k
5. If it is in a high value area or where land is scarce then it would be between £500k to £1M

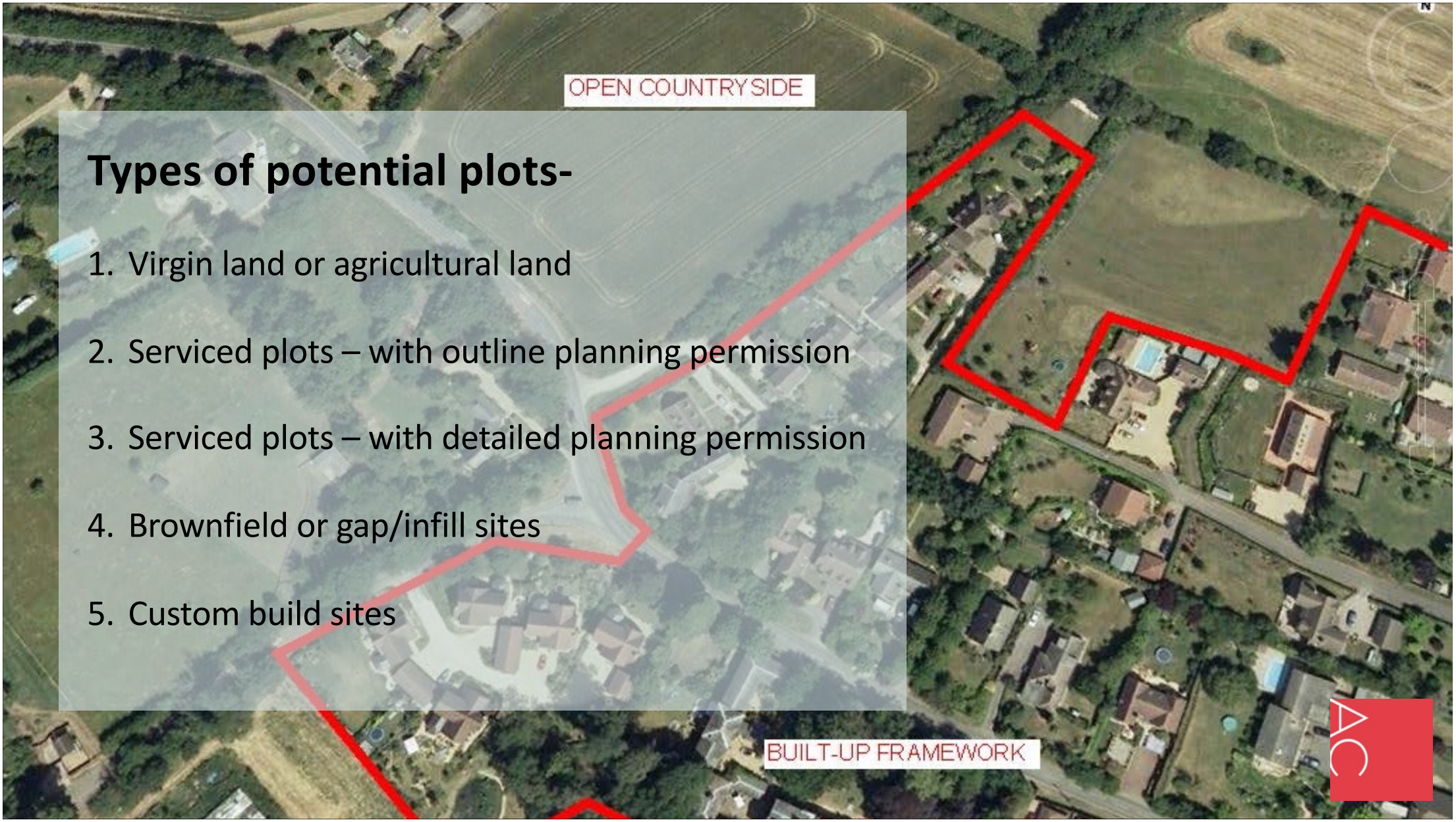


St Neots, Show Centre
5260m2
(Approx 1.3 Acres)



How the same 154m^2 (1800ft^2) house fits on different sized plots

What size of site?



Types of potential plots-

1. Virgin land or agricultural land
2. Serviced plots – with outline planning permission
3. Serviced plots – with detailed planning permission
4. Brownfield or gap/infill sites
5. Custom build sites

Types of potential plots-

6. Existing buildings to demolish and replace

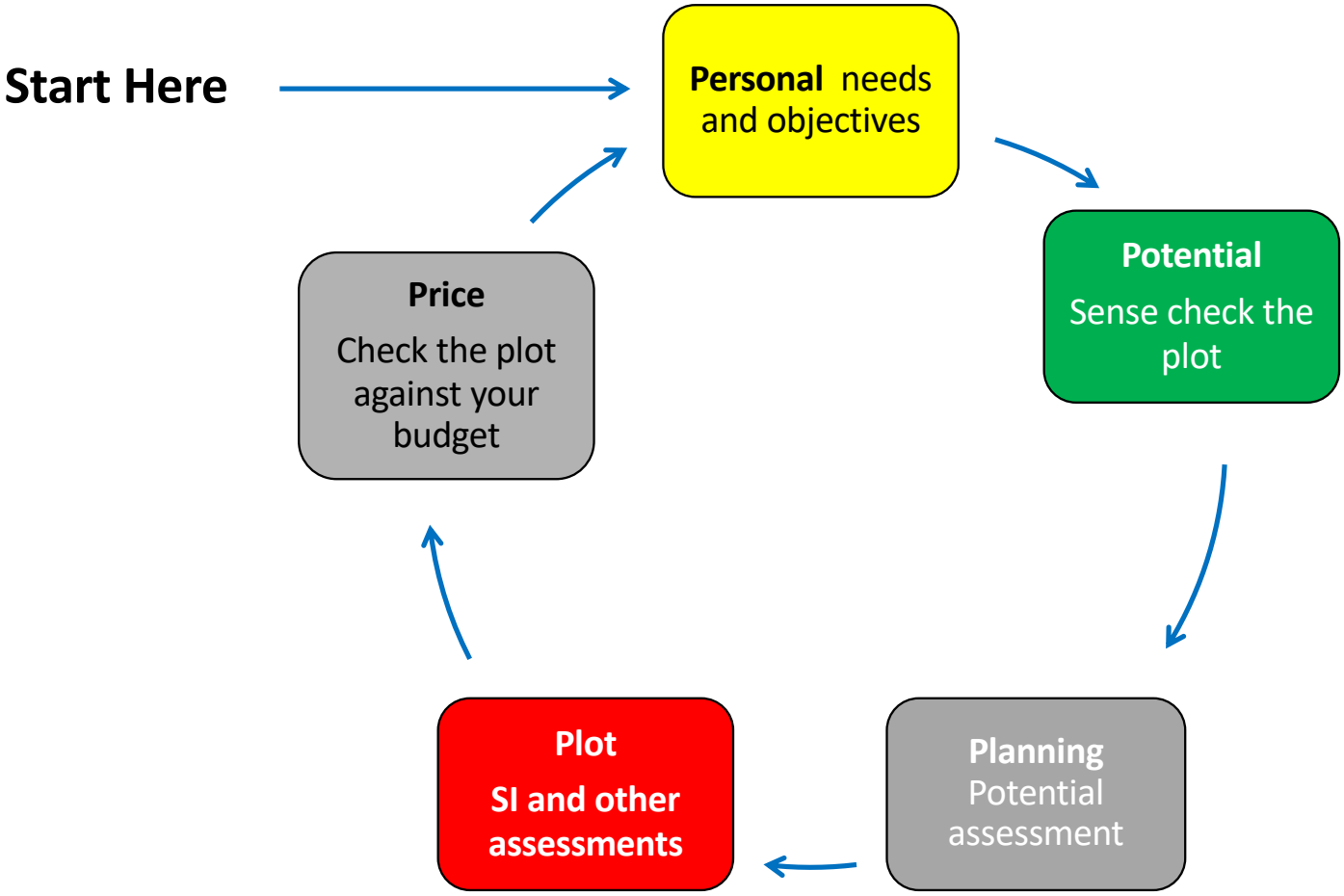
7. Existing buildings for conversion and major extension

8. Conversion of agricultural buildings

9. New dwelling attached to tourism or industry

How to find a plot -

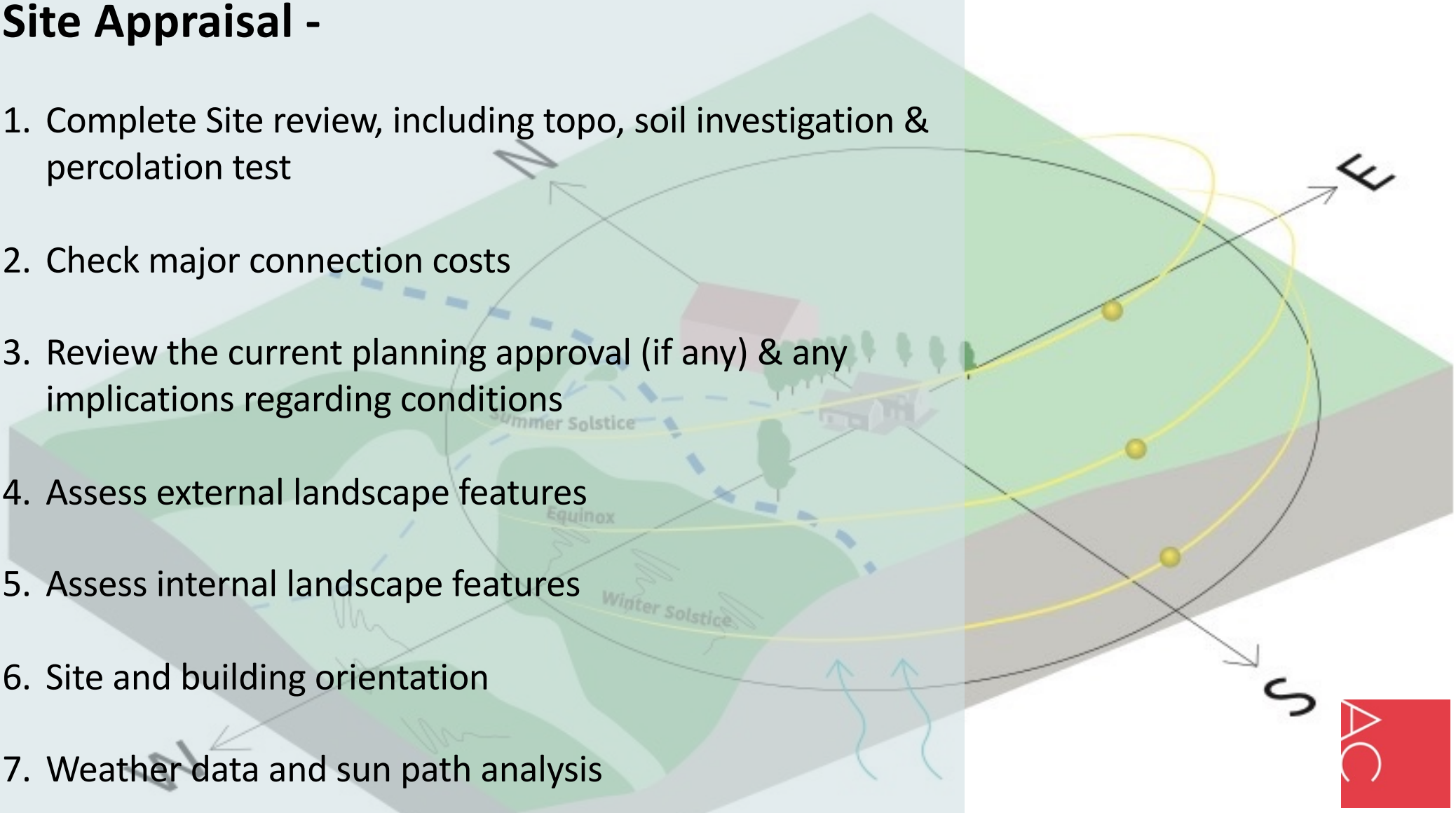
1. Planning Portal
2. Google earth - Settlement boundary
3. Specialist search engines – Plot Search & Plot Finder
4. Builders/ Custom Build sites/ Self Build companies
5. Approach estate departments/agents
6. Get out and look!
7. Spread the word – leaflets, adverts, facebook groups
8. Auctions



APPRAISING THE PLOT

Site Appraisal -

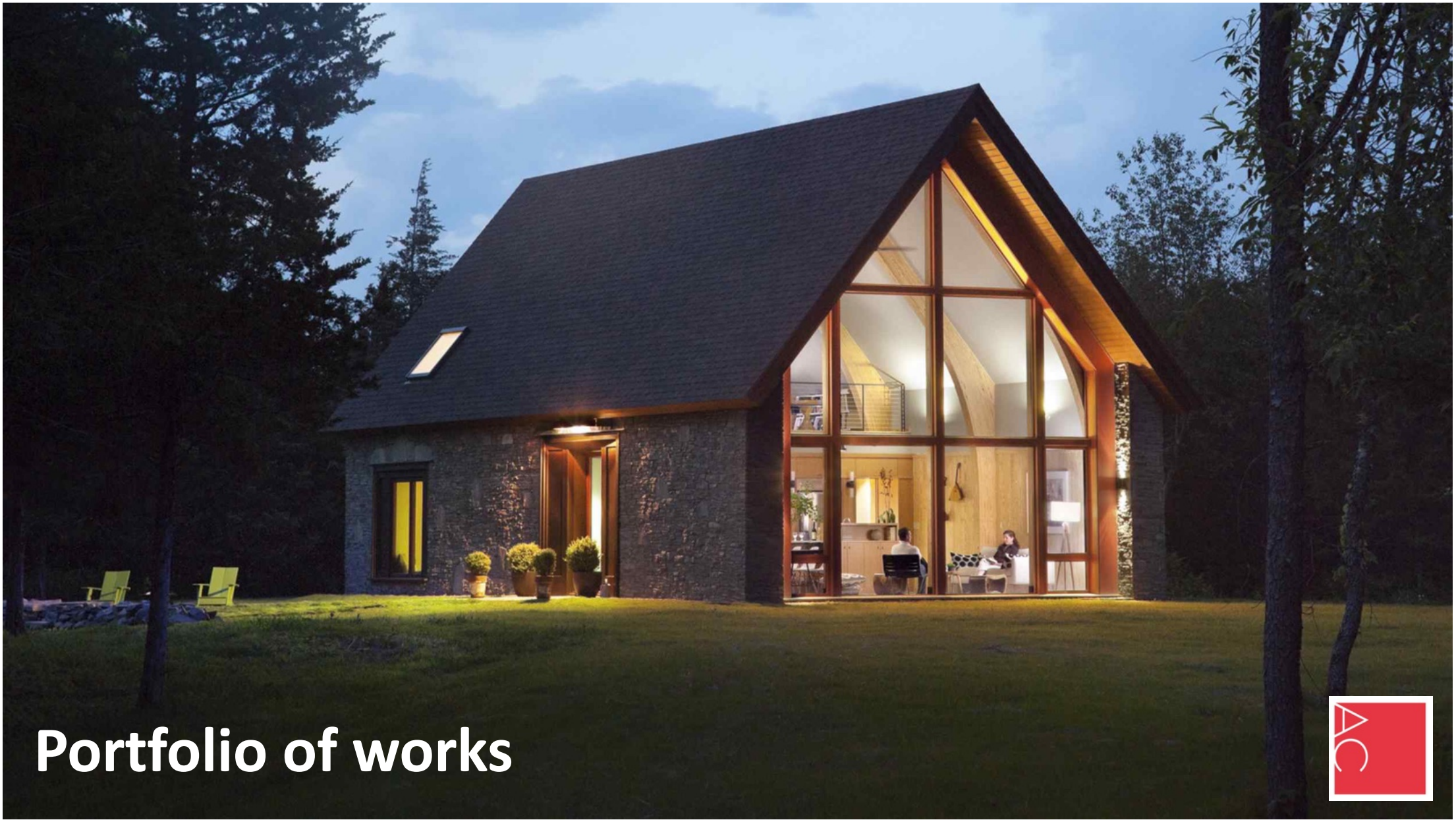
1. Complete Site review, including topo, soil investigation & percolation test
2. Check major connection costs
3. Review the current planning approval (if any) & any implications regarding conditions
4. Assess external landscape features
5. Assess internal landscape features
6. Site and building orientation
7. Weather data and sun path analysis



Next steps

1. Select your favorite sites
2. Complete a Free site evaluation with ACA (other architects are available)
3. Instruct an SI with ACS (again other engineers are available)
4. Check grid and service connections
5. Make a sensible offer via a solicitor (clean or with conditions)
6. Pay a holding (exclusivity) deposit
7. Appoint consultants and proceed with any pre-purchase designs or pre planning discussions

GETTING THE RIGHT HELP



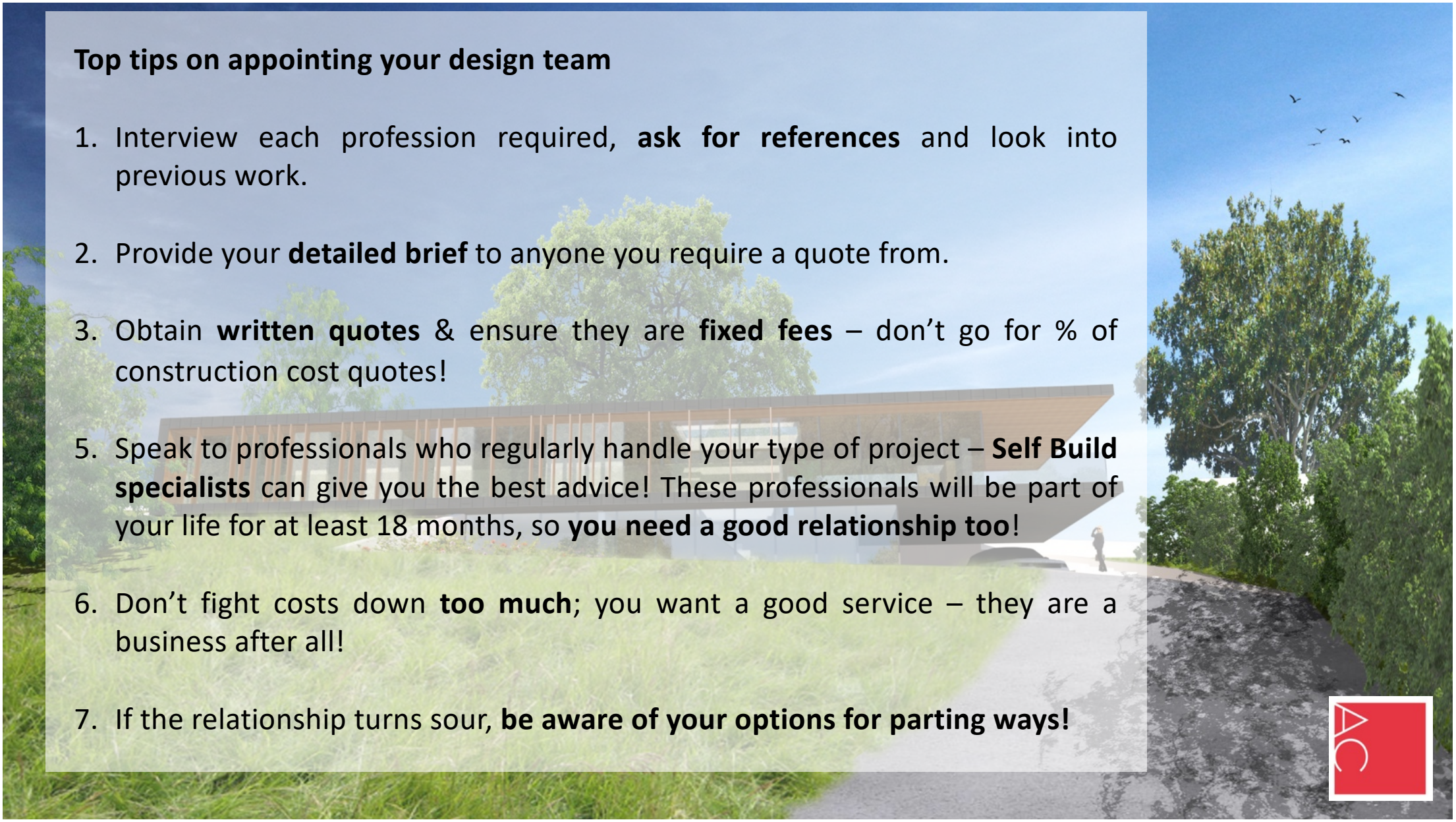
Portfolio of works


Experience

Ability to listen


Chemistry and trust

Ability to visualise



Top tips on appointing your design team

1. Interview each profession required, **ask for references** and look into previous work.

2. Provide your **detailed brief** to anyone you require a quote from.

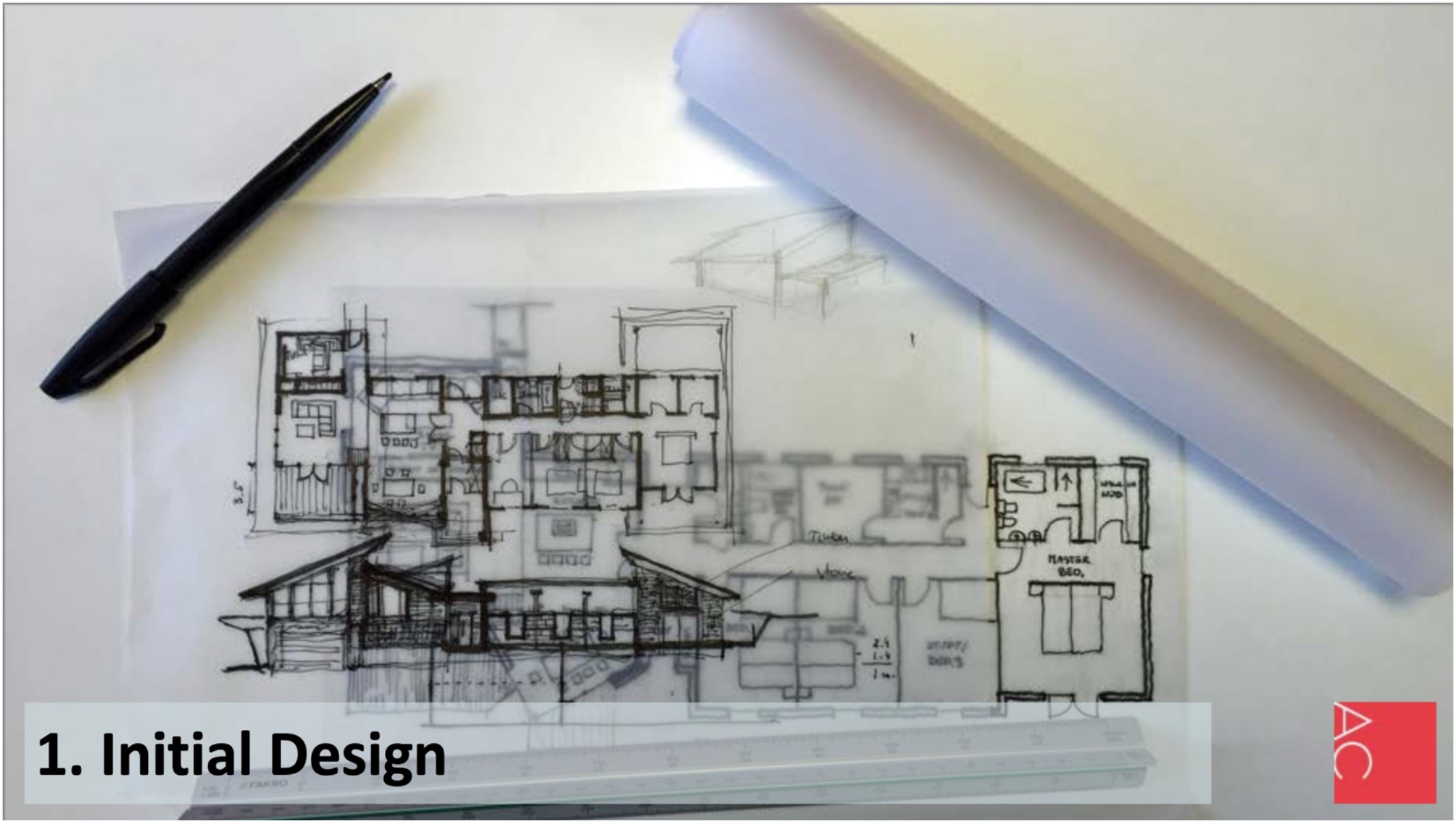
3. Obtain **written quotes** & ensure they are **fixed fees** – don't go for % of construction cost quotes!

5. Speak to professionals who regularly handle your type of project – **Self Build specialists** can give you the best advice! These professionals will be part of your life for at least 18 months, so **you need a good relationship too**!

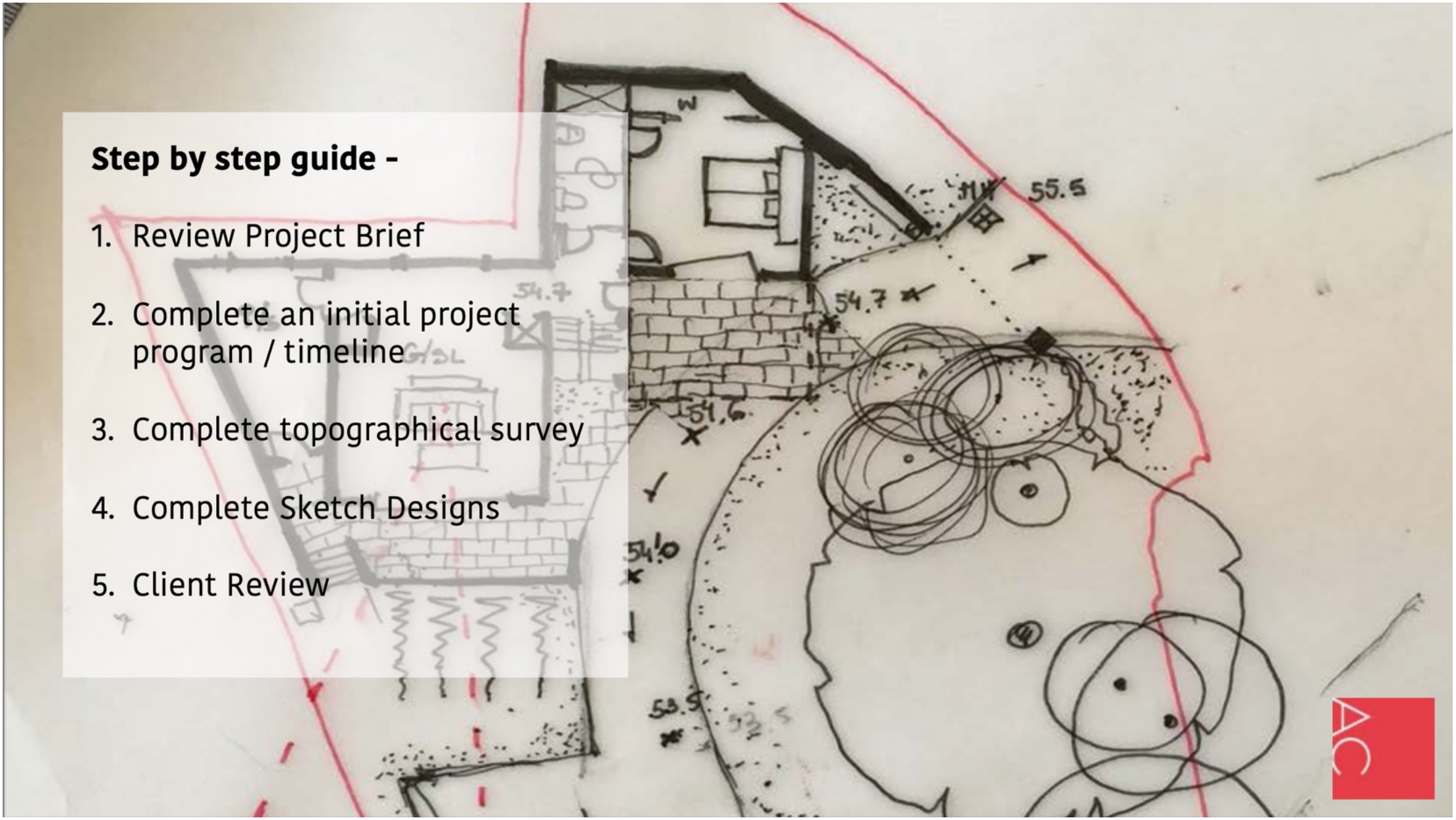
6. Don't fight costs down **too much**; you want a good service – they are a business after all!

7. If the relationship turns sour, **be aware of your options for parting ways!**


DESIGNING YOUR DREAM



1. Initial Design

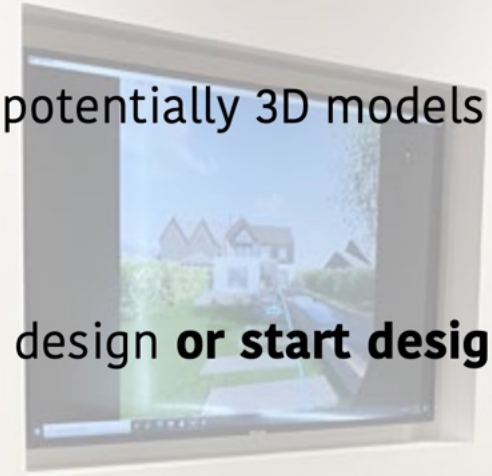


Step by step guide -

1. Review Project Brief
2. Complete an initial project program / timeline
3. Complete topographical survey
4. Complete Sketch Designs
5. Client Review

Step by step guide -

6. Work up 2D drawings and potentially 3D models
7. Client Review
8. Final revisions to suitable design **or start design process again**
9. Potential for initial PHPP calculation on frozen design
10. Initial Cost check with QS or contractor
11. Pre-application enquiry with Planning team



<u>OUTCOMES – YOU MUST LOVE THE DESIGN</u>
<u>TIMESCALES – 4 to 8 WEEKS</u>

2. Planning Application

DESIGN AND ACCESS STATEMENT

REPLACEMENT DWELLING –

FAIRWAYS, CRANMORE DROVE, STOWGATE

DEE

Allan Corfield Architects
Custom & SelfBuild Experts

Step by step guide -

1. Review any relevant Planning Policies including Greenbelt, Plot Lands, P80 etc
2. Update drawings with the required planning information, materials etc
3. Appoint any other consultants required for special planning policies
4. Complete Design & Access Statement
5. Client Review

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Custom & SelfBuild Experts
Lewis House, East Way, Dunfermline, KY11 9JF

Step by step guide -

6. Complete rendered images and photomontages

7. Client Review

8. Finalise submission via online portal

9. Update client on application progress; receipt / neighbor notification / consultee response / planner review

10. Potential for Planning Committee

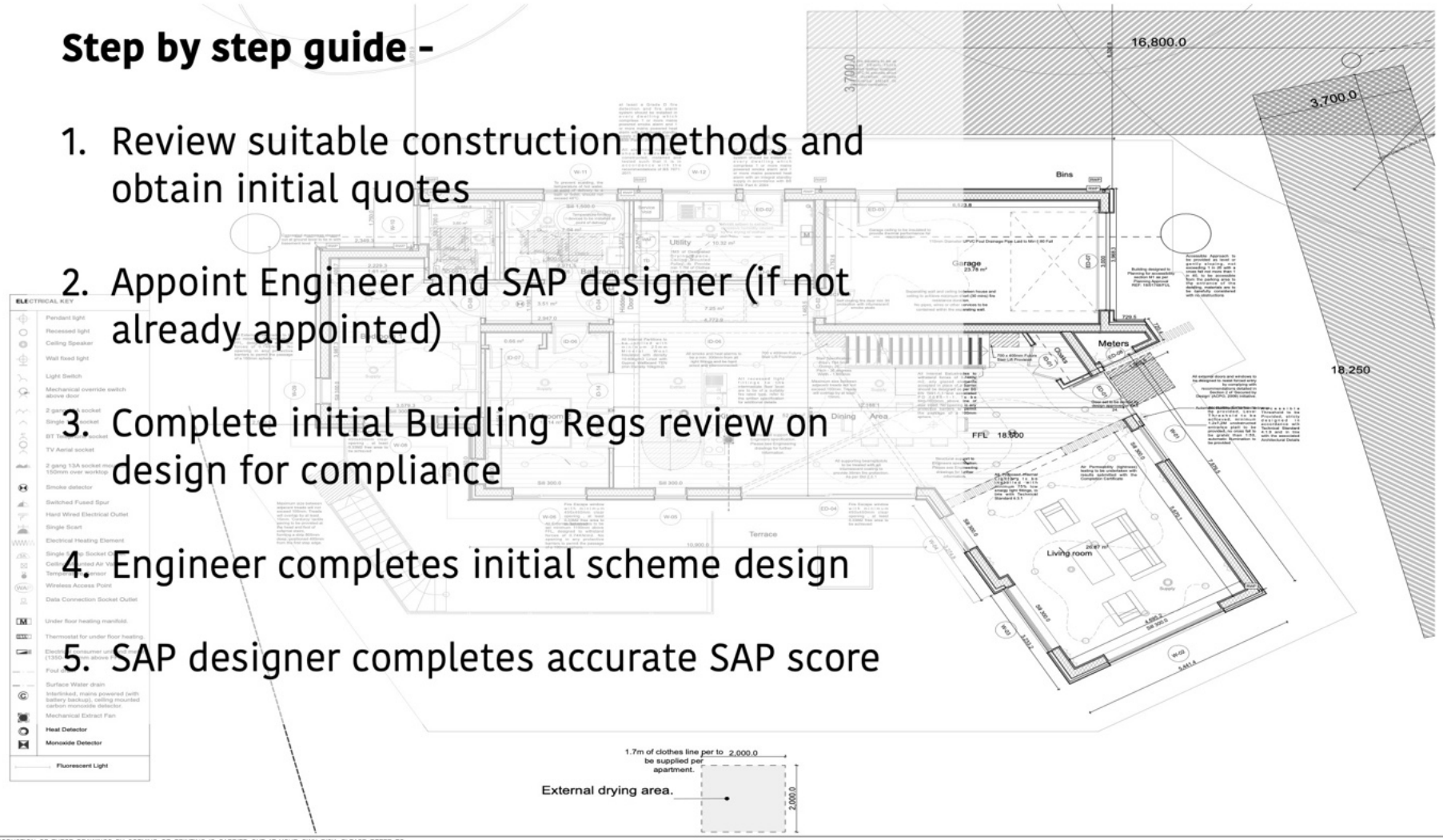
11. Decision

<u>OUTCOMES – OBTAIN PLANNING</u>
<u>TIMESCALES – 4 & 12+ WEEKS</u>

3. Building Regulations

Step by step guide -

1. Review suitable construction methods and obtain initial quotes
2. Appoint Engineer and SAP designer (if not already appointed)
3. Complete initial Buidling Regs review on design for compliance
4. Engineer completes initial scheme design
5. SAP designer completes accurate SAP score



ELECTRICAL KEY

- Pendant light
- Recessed light
- Ceiling Speaker
- Wall fixed light
- Light Switch
- Mechanical override switch above door
- 2 gang 13A socket
- Single 13A socket
- BT Telephone Socket
- TV Aerial socket
- 2 gang 13A socket mounted 150mm over worktop
- Smoke detector
- Switched Fused Spur
- Hand Wired Electrical Outlet
- Single Scart
- Electrical Heating Element
- Single 13A Socket Outlet
- Ceiling Fitted Air Transfer
- Temperature Sensor
- Wireless Access Point
- Data Connection Socket Outlet
- Under floor heating manifold.
- Thermostat for under floor heating.
- Electric Chime/Buzzer unit (1350mm above floor)
- Foul drain
- Surface Water drain
- Interlinked, mains powered (with battery backup), ceiling mounted carbon monoxide detector.
- Mechanical Extract Fan
- Heat Detector
- Monoxide Detector
- Fluorescent Light

ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION

All new works, products and processes are to be in accordance with the relevant British Standards and manufacturers' guidance

A smoke alarm in the principal habitable room should be sited such that no point in the room is more than 7.5M from the nearest smoke alarm

In the case of circulation areas, no point within the circulation space should be sited more than 7.5M from the nearest smoke alarm t

No point in the kitchen should be more than 5.3M from the nearest heat detector
Smoke Alarms should be sited no more than 7M from the door to a living room or kitchen and no more than 3M from every bedroom door

Confirmation of completion and validation of any environmental remedial measures are to be submitted in a timely manner to allow for reviewing, prior to the submission of completion certificate, if applicable.

All fixed heating systems shall be capable of maintaining a temperature of at least 21°C in at least 1 apartment and 18°C elsewhere when the outside temperature is minus 1°C.

Electrical installation should be designed, constructed, installed and tested in accordance with the recommendations of BS 7671:2008, as amended and certified only by a person or company having membership to S.E.L.E.C.T or N.I.C.E.I.C or similar Electrical schemes recognised by The Local Authority

Air Permeability (tightness) testing to be undertaken and results submitted with completion submission.

Contact Local Authority Water Board to confirm the drainage connection to the existing system is granted prior to installation

01.08.19	JCS	Tree report added	E
05.07.19	SRB	Notes Added	D
28.06.19	SRB	Client Comment Amendments	C
07.05.19	SRB	Client Comment Amendments	B
03.05.19	SRB	Client Comment Amendments	A

Allan Carfield Architects

CLIENT
Mr & Mrs A Bullivant

PROJECT
60 Prickwillow Road

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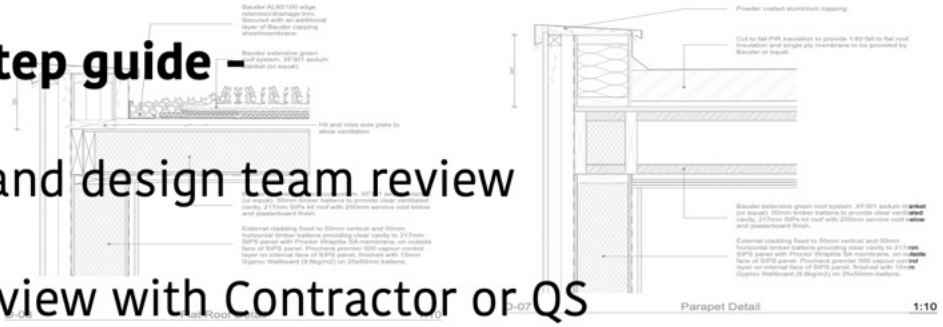
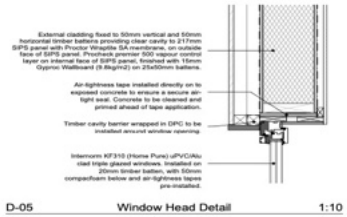
Step by step guide –

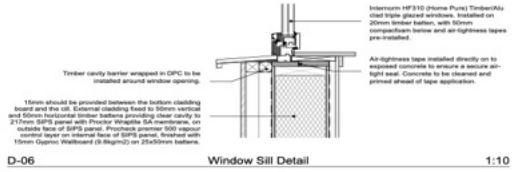
6. Client and design team review
7. Cost review with Contractor or QS
8. Complete detailed compliance specification
9. Finalise submission and lodge with either Local authority or Private Certifier
10. Review and deal with any queries or changes
11. Deal with any Planning Conditions

OUTCOMES – OBTAIN BUILDING APPROVAL

TIMESCALES – 6 & 8 WEEKS







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Air Permeability (tightness) testing to be undertaken and results submitted with completion submission.

Contact Local Authority Water Board to confirm the drainage connection to the existing system is granted prior to installation

date	initial	details	rev
21.08.19	SRB	Details 08/07 Amended	B
01.08.19	JCS	Green roof parapet design changed	A

Allan Canfield Architects

Mr & Mrs A Bullivant

60 Prickwillow Road

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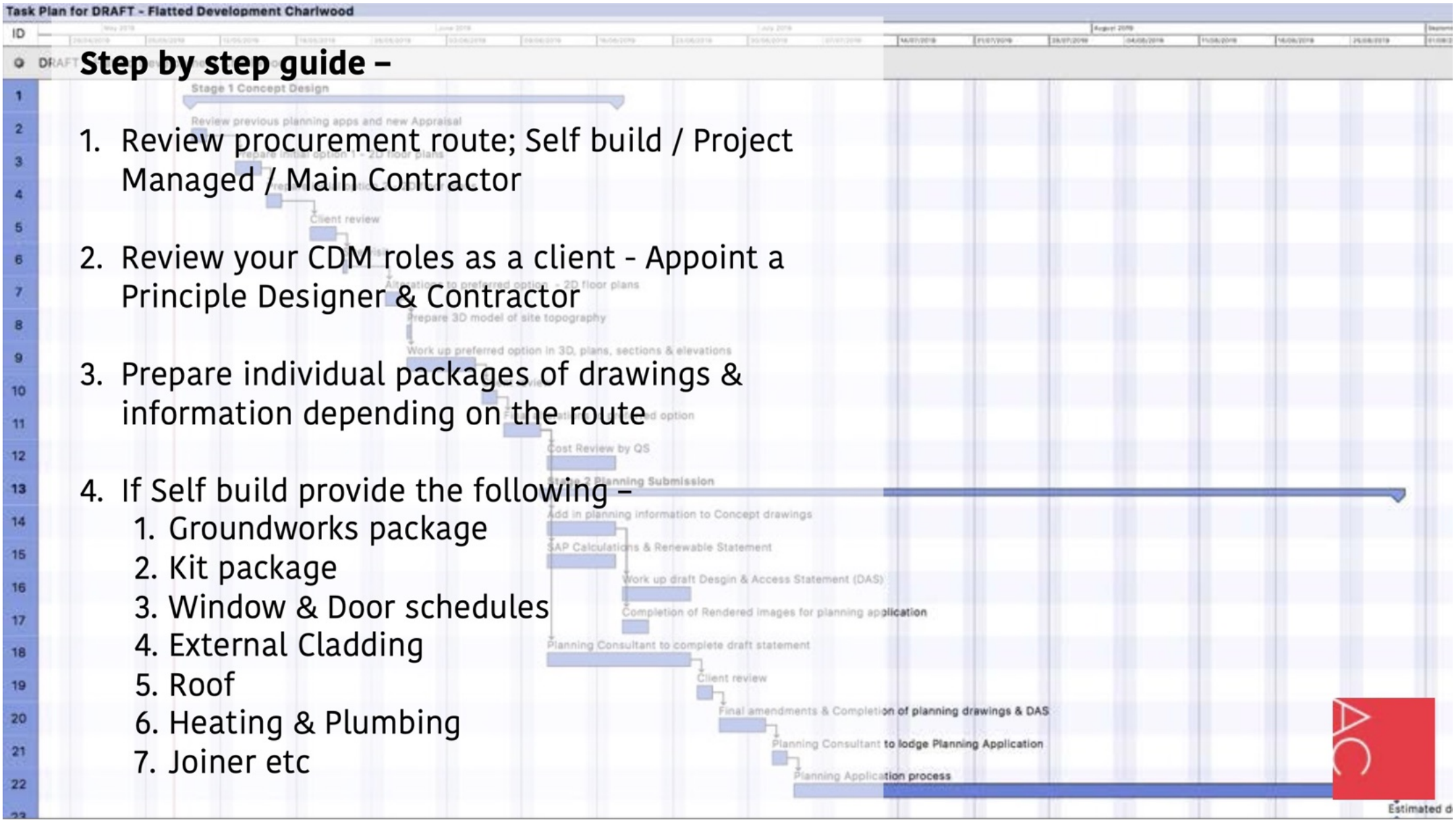
4. Production Information



Step by step guide –

1. Review procurement route; Self build / Project Managed / Main Contractor

2. Review your CDM roles as a client - Appoint a Principle Designer & Contractor

3. Prepare individual packages of drawings & information depending on the route

4. If Self build provide the following –
    1. Groundworks package
    2. Kit package
    3. Window & Door schedules
    4. External Cladding
    5. Roof
    6. Heating & Plumbing
    7. Joiner etc

Step by step guide –

6. Work through all major construction details

7. If you are creating an airtight energy efficient house then suitable details need to be worked out to limit cold bridging and repeated cold bridging

8. Potentially NBS and Bills of Quantities

9. Tender the packages, review and appoint

10. Obtain all required insurance

11. STOP and make sure you have everything in-place before you start on site.

OUTCOMES – HAVE ALL INFORMATION
TIMESCALES – 6 WEEKS

On site -

1. Before you start make sure you discharge any planning or regs conditions. Also put in place any warranty or insurance policies

2. What procedures do you have agreed for managing quality on site

3. Every trade that comes on site needs to know about airtightness

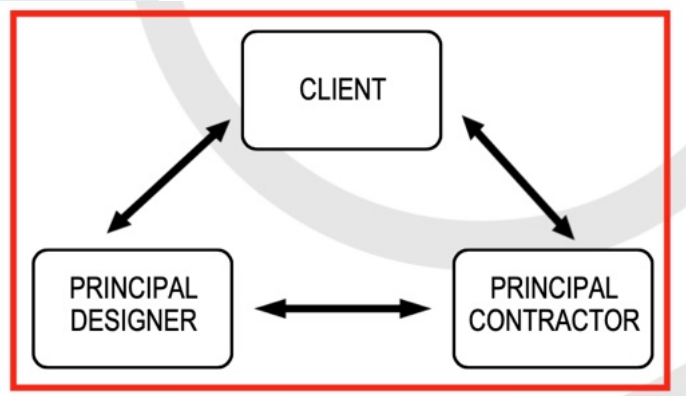
4. If you are using inexperienced trades then consider Passive House Toolbox talks, at key stages –
    1. Kit sign off
    2. Window fitting
    3. Airtightness layer (VCL)
    4. Pre airtest

5. **Tape everything**

6. Any onsite changes to be run passed the design team

CDM 2015-

The **Client** has overall responsibility for the successful management of the project and is supported by the **Principal Designer** and **Principal Contractor** in different phases of the project.



The Principle Designer will:-

1. Provide pre-construction information to appointed designers and Principal Contractor
2. Assist the client in provision of pre-construction information
3. Gather information for the Health and Safety File
4. Liaise with the Principal Contractor
5. Update to CDM Matrix where design work is carried out after the construction phase has commenced

TOP TIPS

1. Do your research about potential sites.
2. Develop your brief early on and commit to it.
3. Be the best self-builder or client you can be!
4. Prioritise your goals and integrate from the outset.
5. Hire the right team to design in more complicated features.