

Typical Project Process

Survey & Existing Drawings

It is essential to have accurate measured plans and elevations of your existing building. We will survey your existing property and re-create the drawings in Computer Aided Design (CAD) software.

Schematic Drawings

The recommended designs will be drawn up in CAD and presented to you for discussion; these may include plans, elevations, 3D CAD models and illustrations. Alternative designs and amendments can be discussed and created at this point.

Statutory Consent Applications

Statutory consent(s) may be required in order for you to carry out the amendments to your property. These can include planning applications, building regulations applications and other consent(s) such as Listed Building Consent, Landlords' Consent and Party Wall Act notices. We will advise you on which consent(s) are relevant to your scheme and prepare all the necessary drawings and information for your application. We then act as your agent, liaising with the Local Authority or Landlord and deal with any queries during your application, managing the process to ensure we obtain the most favourable outcome possible on your behalf.

Interior Design

The design will be presented to you in person and will consist of any combination of the following; CAD Plans, Elevations, Sections and 3D Visualisations, Sketches and Mood/Finishes Boards.

Contractor Appointment and Project Management

Some clients are happy to take the reins from this point, other clients like us to manage the entire project on-site to completion. We are able to provide the level of input you require while the works are on-going, from occasional on-site visits to administering the entire contract (including liaising with the main contractor with regular site attendance and client meetings). We can advise on which contract is most appropriate for your project and administer that contract on your behalf; a contract will protect your interests and ensure any disputes regarding programme or budget, for example, are settled satisfactorily. Some clients who are unable to be around to oversee the works have found our project management service gives them great piece of mind, knowing the works are being carried out to our exacting standards. As with all our services, we can tailor a package to suit your project and budget.

As an alternative we can provide you with a 'Builder's Pack' which is your essential tool-kit, enabling you to obtain concise builder's quotations and manage your own project on site. The builder's pack contains some or all of the following:

- A Construction Contract (between you and your builder)
- Schematic Drawings
- Detailed Construction Drawings
- Mechanical & Electrical Layouts
- Itemised Schedule of Works
- Costing Document & Programme of Works
- Finishes Schedule

