

Jackson-Crane Architecture

Project Planning Guide



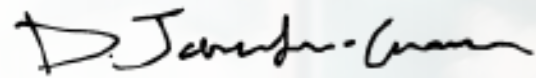
Project Planning Guide

Hello and welcome to our project planning guide. Whatever part of the journey you are on with your project, I hope you find this resource helpful and informative.

Architects are not just plan drawers; we are trained professionals who blend artistic vision with practicality. We can help you navigate through tricky planning regulations, design a space that meets your needs and desires, and manage the construction process to ensure your project stays on track and within budget.

I understand that undertaking a building project can be a daunting task, especially if you haven't had any experience with building design and construction. That is where we come in. We will help you navigate through every stage of the process so that your journey will be as smooth as possible and you can enjoy your new home or extension as soon as possible. I have produced this guide to explain what is typically involved at every stage of a project so that you know what to expect to happen and when.

Our architectural projects are typically divided up into five key stages of design and construction. Outlined in the following pages are the tasks usually covered during each of these stages on our bespoke home projects.



David Jackson-Crane
RIBA Chartered Architect





Stage 1: Preparation and Briefing

We commence all of our projects with a briefing and client collaboration period building up a really clear knowledge of your existing home or site.

During this initial, we will work closely with you in order to develop a clear design brief which will comprehensively summarise your detailed requirements.

Our Stage 1 architectural services will include:

- Visit the site and carry out a detailed appraisal
- Provide advice regarding the other specialist consultancy appointments (structural engineering, underground drainage, cost control, mechanical and electrical services, interior design etc) required to carry out the Project through the various Work Stages

Deliverables to include:

- Recieve the existing topographical survey and measured building survey of your existing home or plot.
- Format the survey drawings and build a 3d model of the site and existing property in our 3d Archicad software.
- Produce existing drawings.
- Agree the Project Brief
- Agree the target Project Budget
- Agree target Project Programme (ie the overall timescale from start to finish)
- Agree scope of input from other consultants



Stage 2: Concept Design

This is where the fun starts! We begin by using hand drawn sketches to communicate our ideas, testing out different options until we find the optimum solution that works best for you.

We will collaborate closely with you in order to develop a schematic concept that aligns with your vision and brief.

Our team work in Archicad and will use this to produce both 2d and simple 3d visual material as we develop the concept in response to the agreed brief - taking in issues such as possible planning criteria, materiality, lighting, buildability / construction, spatial relationships etc.

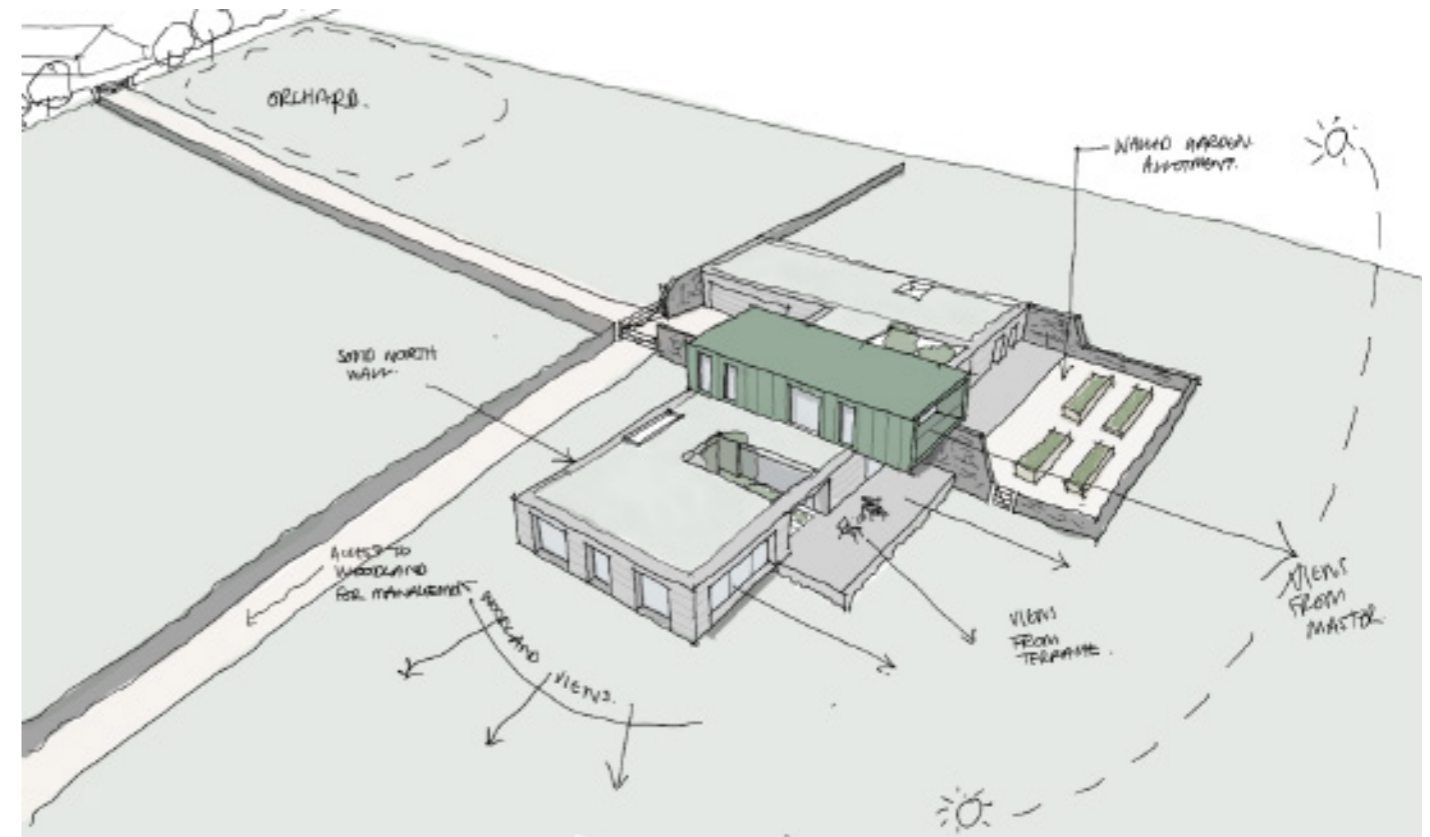
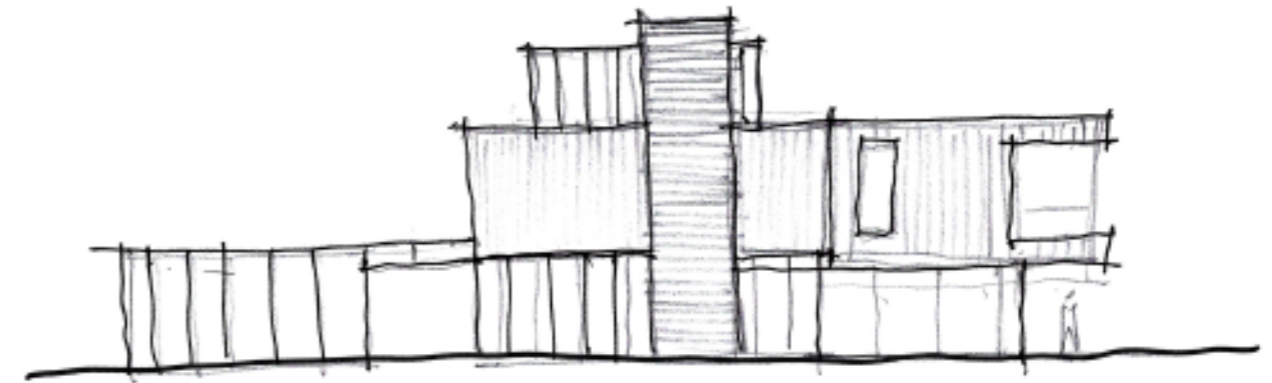
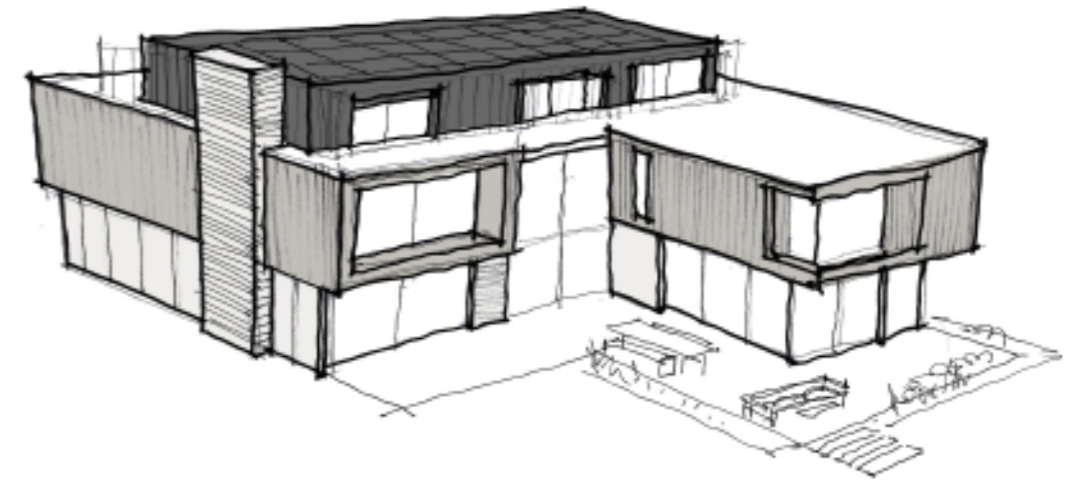
We will produce a Concept Study to set out various scheme options and will put together a selection of ideas that we think will both achieve your brief and be deliverable within your target budget.

Our Stage 2 architectural services will include:

- Prepare the concept design for discussion with the Client
- Co-ordinate the relevant information received from the other specialist consultants

Deliverables to include:

- Prepare mood boards (digital)
- Concept stage proposed site plan, floorplans
- 3D exterior and interior sketches
- Material and finishes options



Stage 3: Spatial Coordination

Following feedback and sign-off of the concept, we then develop the design in more detail so that it is ready to submit for a planning application

We will illustrate the agreed design with 2D & 3D drawings and visualisations. We produce our own in-house 3d CGI's and 3d Walkthroughs that will give you a really clear idea of what your new house or extension will feel like to navigate and live in.

Services will include:

- Develop the agreed concept design in readiness for planning submission
- Co-ordinate the relevant information received from the Other Client Appointments within the Architect's design

Deliverables to include:

- Planning app status site plan, floor plans, roof plan, sections and elevations
- Design and Access Summary to accompany the application
- Full drawing / document pack for planning submission
- Monitor the Planning App through to conclusion and deal with issues as they arise.



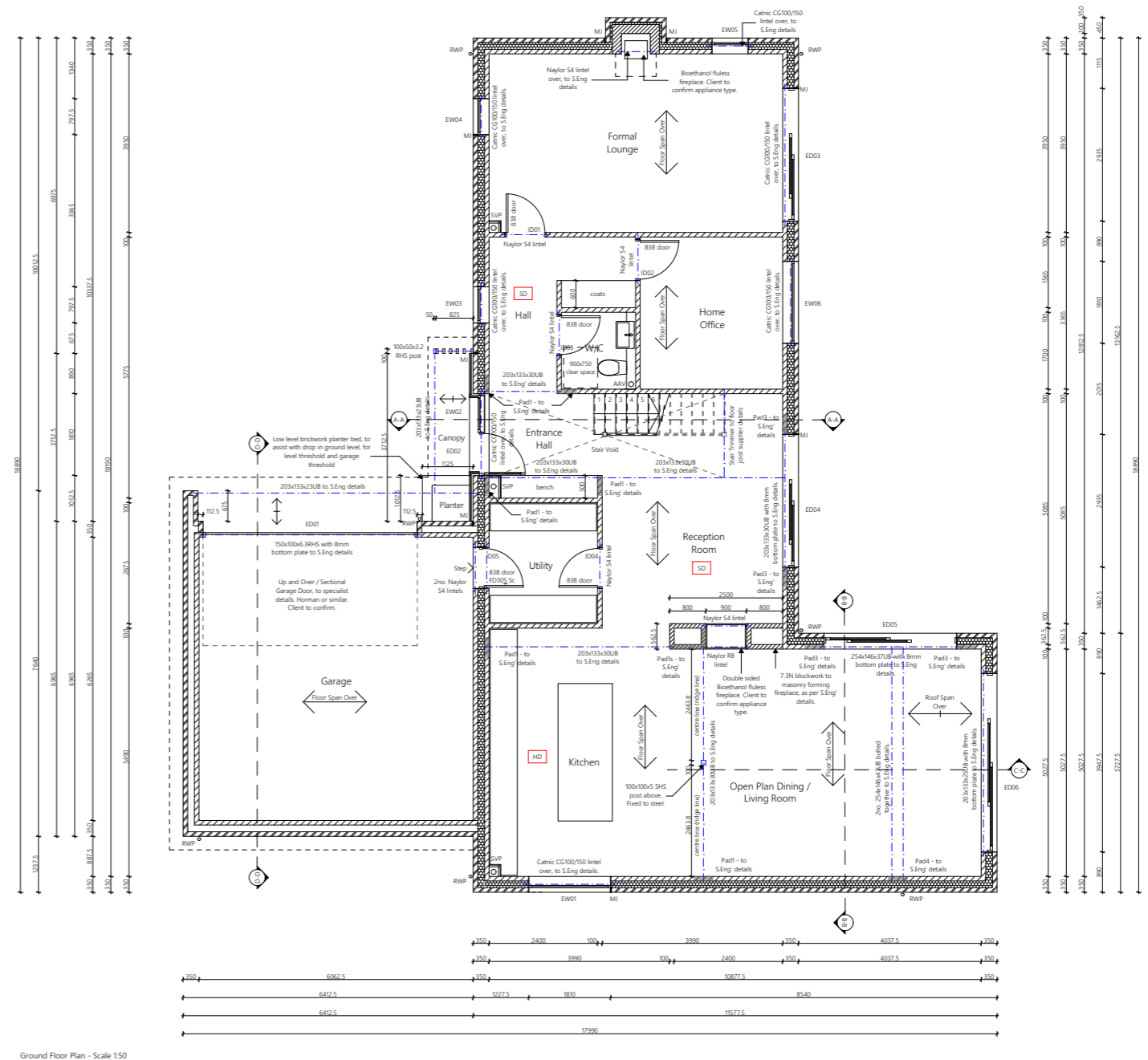
Stage 4: Technical Design

Following receipt of planning consent the technical design stage commences. We collaborate with trusted consultants to develop a co-ordinated and compliant technical design package.

During this stage we will develop a package of construction level information, which will include annotated plans, elevations, sections and relevant detail drawings and specifications.

Deliverables to include:

- Discharge all planning conditions
- Complete 'enhanced building regs' pack
- Complete outline specification
- Tender Submission
- Preparation of the tender package based on the approved warrant package.
- Choose the most appropriate tender method, e.g. competitive or negotiated, and prepare a list of contractors for issuing the tender package.
- Liaising with contractors, compiling tender returns and reporting to the client.



Stage 5: Construction

Once a contractor has been instructed and the construction work starts, we will administer the Building Contract through to Practical Completion, including regular site inspections and review of progress.

Services will include:

- Provide architectural information to the Other Client Appointments, as reasonably required, to enable them to carry out their services
- Respond to site queries
- Provide architectural final construction issue information for inclusion in the Health and Safety File (under the CDM Regulations 2015)
- Provide the Client with the original copy of any notices, consents or approvals in connection with planning, building control and other relevant statutory approvals
- Carry out visual site inspections, as stated in item F of the Contract Details, to inspect the construction works with respect to general compliance with the Building Contract and Project Programme
- Review the progress of the construction works against the Project Programme
- Prepare and submit the application to discharge the construction-stage and the pre-occupancy planning conditions
- Request manufacturer's maintenance instructions or leaflets from the Contractor and provide to the Client

Some words from our happy clients:

“David was able to see through the mess and design a truly impressive family house that we are proud to have people round to visit. He took our house from first concept to completion and we would highly recommend him to anyone looking for something similar”

“David is a passionate and friendly Architect with a wonderful eye for contemporary architecture and design. Having worked on multiple projects together, I have seen Jackson-Crane Architecture grow and fill the niche for anyone looking for something a little out of the ordinary”



Is it time to start your project?

Thank you for taking the time to review our project planning pack. Now you have a better idea of what to expect from us, you may be in a position to get started on the design of your new home.

Every project starts with a discussion. If you'd like to know more about how we can help, or to find out more about our products and services, then please, drop us a line and get in touch.

We look forward to hearing from you.

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