

PROJECT STAGES

FEASIBILITY + APPOINTMENT Initial consultation to discuss the brief and confirm the Architects appointment.

DESIGNING YOUR PROJECT We ask questions, develop the brief and prepare ideas to discuss with you for final approval. This includes surveying any existing buildings and boundaries.

APPLYING FOR PLANNING CONSENT Development of initial designs until a proposal is agreed. As required proposals are submitted to the local authority for Planning and Listed Building Consent. Prior to submission checks should be made to confirm the proposal is within budget.

OBTAINING A BUILDING WARRANT Following Planning Permission being obtained, designs are finalised. Architectural and structural drawings, along with Standard Assessment Procedure (SAP) calculations, are submitted for Building Warrant with the lodgement fee. Work cannot begin on site until an approved Building Warrant is achieved.

APPOINTING A CONTRACTOR Completion of construction information, which may include a Bill of Quantities, and issue to potential contractors for pricing.

CONSTRUCTING YOUR PROJECT Accept the preferred Contractor's tender quotation. Work begins on site for the agreed period of time. In traditional contracts the architect becomes the Contract Administrator and is responsible for issuing instructions to the contractor and makes periodic site visits to inspect the works

TIPS FOR SUCCESS

TIME Allocating sufficient time to the design stage allows accurate, well detailed, well considered drawings and proposals to be produced. The architect and client can fully explore and develop the design brief and gives time for important decisions to be made. This is also true for the preparation of tender and construction information, changes to the design made during the construction phase can be costly and time consuming.

EARLY CONSULTATION Pre application advice can be sought from the council prior to submitting Planning or Building Warrant applications. This provides an opportunity to discuss the proposal with the council and get their thoughts and opinions prior to lodging an application. This is especially important in complicated sites such as developments in the countryside or listed buildings.

FEES Construction cost and overall budget for the project are not the same. The overall budget will include all professional and legal fees and expenses, the statutory charges for applications for planning consent and building warrants, a contingent sum for unforeseen events and other costs such as furniture, equipment, land acquisition, finance charges and VAT, in addition to the construction costs.

BUDGET CHECKS Throughout each phase checks can be carried out to make sure the proposal is within the budget, this can be done from budget estimates using initial sketches to budget management and financial forecasts during the construction of the building.

THE DESIGN TEAM

ARCHITECT:

Service - We provide more than just drawings. We strive to understand and explore our clients needs and aspirations, and to use our imagination and design skills to maximise the potential of a project.

Value - We use our experience to reduce construction and running costs through design, detailing and space planning.

Reassurance - We guide you through the complex process of Planning, Building Warrant and carry out site inspections during construction.

Professional - To be called an Architect we have to be registered with the Architects Registration Board and carry Professional Indemnity Insurance.

OTHER CONSULTANTS

Structural Engineer - Design and certifying all structural work including existing and proposed construction.

Quantity Surveyor - Manage all costs relating to building works, from initial budget to tenders and final accounts.

Main Contractor - Overseas construction work and coordinates sub-contractors.

Health and Safety - Changes to Construction Design and Management Regulations (CDM) require a Principal Designer to coordinate the health and safety plan.

Sap Consultant - Calculate the energy efficiency of the building.



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Woodside Parker Kirk
architects

ESSENTIALS FOR PLANNING YOUR PROJECT INCLUDING PROJECT PLANNER

Woodside Parker Kirk architects

WEEK

STAGE

APPOINTMENT

SURVEY

DESIGN

PLANNING
CONSENT

BUILDING
WARRANT

TENDERS

CONSTRUCTION

COMPLETION



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Keep up to date with all our latest work in the **blog** section of our website. We post regular information including construction photographs to guide clients through projects.



APPLICATION TYPE	LISTED BUILDING Free
	PLANNING Statutory Fee
	BUILDING WARRANT % of Construction cost
LODGEMENT FEE	

ARCHITECT	Woodside Parker Kirk architects	HEALTH & SAFETY	
STRUCTURAL ENGINEER		SAP CONSULTANT	
QUANTITY SURVEYOR		MAIN CONTRACTOR	

Woodside Parker Kirk architects