

CLIENT GUIDE

Before you meet your architect

Questions to think about, and documents to
gather, before your first consultation.



KIRSTEN BURGESS ARCHITECTS

PART 1

Questions to think about

YOUR PROJECT

- 1 Why do you want to renovate or build now, and what isn't working about your current home or site?
- 2 What would success look like when the project is finished?
- 3 Is this a home for the next few years or for the long term?

HOW YOU LIVE

- 4 Who lives in the home now, and who might in the future (children, ageing parents, guests)?
- 5 Which spaces do you use most, and which do you barely use?
- 6 Do you need space for working from home, hobbies, or entertaining?
- 7 What do you love about your current home that you don't want to lose?

STYLE AND FEEL

- 8 Which homes or rooms do you love, and why? (Start collecting images.)
- 9 How do you want your home to feel: calm, bright, warm, private, open?
- 10 Is there anything you definitely don't want?

YOUR SITE AND BUILDING

- 11 How old is the building, and do you know if it's in a heritage area or protected in any way?
- 12 Do you know of any existing problems, such as damp, cracks, roof issues, or outdated wiring?
- 13 If your home is older, which original features would you like to keep, restore, or reveal?

BUDGET AND TIME

- 14 Have you set a budget, and does it include professional fees, consultants, approvals, and a contingency?
- 15 Where would you spend more to get it right, and where are you happy to save?
- 16 Is there a date you need to be in the finished home, and what's driving it?
- 17 Will you live in the home during construction or move out?

WORKING TOGETHER

- 18 Who else is involved in decisions, and how do you make them together?
- 19 How involved do you want to be from day to day?
- 20 What would make you feel well looked after by your architect?

Documents to gather before your consult

☐ Previously approved plans

Any building plans previously approved for the property. If you don't have them, try your municipality's building control department, the previous owner, or your conveyancer.

☐ SG diagram

The Surveyor-General diagram showing your property's boundaries and dimensions. It's usually attached to your title deed or available from the Surveyor-General's office.

☐ Title deed

Confirms ownership and lists any restrictions or conditions on the property. Your conveyancer or bond attorney can usually supply a copy, or you can request one from the Deeds Office.

When you're ready to talk

If you've worked through these questions and gathered what you can, you're well prepared for a first conversation. I'd love to hear about your home and what you'd like it to become.

Don't worry if you can't answer everything or find every document. Bring what you have, and we'll work out the rest together.

To book a consultation:

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