



Your Journey With Us: 6 Steps From Lot to Keys

Our journey with a client has six steps, from the first call to handover. Knowing them helps you plan your own time and decisions.

This is how our studio works. Another studio may order the steps differently, so always ask for the process in writing.

01 Step one and two: talk and brief

We begin with a first call to hear about your lot, your goals and your timeline. Then we write a brief together and agree the scope and fee in writing.

Nothing starts until you agree. The first two steps set the direction. Example: write down your must-haves in the brief, so the first sketch starts in the right place. Why this works: the design begins with your needs, not with assumptions.

02 Step three: design

Your part: Decide on time, comment in one list and keep changes in writing.

We prepare sketches, then plans and a 3D model for you to review. You comment in one list, and we refine the design.

This is where your decisions matter most. Design is where your decisions count most. Example: set a date for your comment list and stick to it. Why this works: a steady pace keeps the project on schedule.

03 Step four: drawings and permits

Once you approve the design, we prepare detailed drawings with the engineers and help with the permit documents. Agencies set their own pace.

We keep you informed on what the office is asking for. Permits depend on other offices. Example: ask us which documents the permit office is waiting for. Why this works: you know the status, even when the speed is not in our hands.

04 Step five: building

We help you choose a contractor and support the build as agreed in your contract. We answer questions on the drawings and visit the site as the scope states.

Changes go through one channel, in writing. One channel keeps the building clear. Example: send every change request through your architect in writing. Why this works: the contractor receives one

consistent instruction.

05 Step six: handover

At the end we check the finished work against the drawings, list any remaining items and hand over the final drawings and documents. Then you get the keys.

We stay available for questions afterwards. Handover is a checkpoint, not just a key ceremony. Example: walk through each room with the punch list and mark what remains. Why this works: you accept the house knowing what is left to fix.

06 Ask about timing

Ask how long each step usually takes and what can cause it to take longer. We do not promise dates we cannot keep, but we can explain what drives them.

Ask us to explain any step you are unsure about. A clear process is meant to make your decisions easier, not harder.

At each step we confirm what we need from you and what you can expect from us, in writing, so there are no surprises.

07 Your six steps

1. Talk and brief.
2. Design and approve.
3. Drawings, permits, build and handover.

Have a project in mind? Book a free 15-minute consultation.

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