

## PHASE 1

### Zoning Research & Site Analysis

We review specific zoning regulations that apply to your lot in order to identify and analyze the parameters that will shape the project. These code and regulations will have a direct impact on the project size, massing, placement, height and relationship to the existing buildings on the lot. Phase 1 is crucial to successfully designing the project.

## PHASE 2

### Site Measurements

In order to design your home, we must get to know it first!

Phase 2 starts with taking site measurements and doing a general assessment of the site conditions. With these measurements we are able to prepare the drawings of what is existing on the lot. These drawings will be used as the base for the developing the design in Phase 3.

## PHASE 3

### Design Development

Now that we have established the parameters of what is possible and we've prepared the base plan, we are able to start the design. In this phase, we work closely with you to develop your vision into a schematic design. This phase is all about having fun, designing, decision making and discussing preliminary budget. During this phase we review floor plans, elevations, site plan and a preliminary 3d massing of the design. Phase 3 ends with your approval on the design drawings.

## PHASE 4

### Permit Set

Once you approve the design from the previous phase we move on to Phase 4. In this phase the design drawings are further developed to include more details and technical information. The Structural Engineer and the Title 24 team get on board and prepare their own plans. Once the design drawings, the structural plans and calculations and T24 plans are complete, we package all the plans into the Permit Set and submit it to the City for review.

## PHASE 5

### Plan Check Processing

This phase begins the day we submit the plans to the City. The City will provide corrections and will give us a list of the departments that need to review the project and give their sign off. We take care of this entire process. Once the corrections have been addressed, City fees are paid and we have all the sign offs, then the City will be able to issue the Building Permit. Depending on the complexity of the project, this can be a lengthy process or it can be a few months of review.

## PHASE 6

### Construction Site Visits

During this phase we are available to assist the Contractor by answering questions that might arise during the construction process. We do not supervise construction but we can make sure that the work is done according to the design intent.