

Detailed Project Scope/Brief

Project Name:

Client Name:

Date:

In order to ensure you get the best service and a design that suits your current and future requirements, we provide the list below to serve as a prompt. There is no requirement to have a clear idea of all these issues from the first meeting. It is also not exhaustive - You can change your decisions or preferences as time goes on, and we will work with you on this. This list is to give Ourspace a general brief for the first concept and help us get underway with your design.

WHAT CONSIDERATION DO YOU PUT ON THE FOLLOWING VALUES?				
	YES	NO	IF POSSIBLE	Comments
Comfort				
Aesthetics				
Character				
Homeliness				
Cost				
Quality				
Performance				
Sustainability				
Compact				
Space				
Other Comments				

HOUSE STATUS				
	YES	NO	IF POSSIBLE	Comments
Primary Residence				
Holiday Home				
Rental				
Future Primary Res				
OTHER				

ROOM REQUIREMENTS				
	YES	NO	IF POSSIBLE	Comments
Number of living/informal rooms				
Study/Office Separate or Integrated				
Number of bedrooms				
Ensuite(s) orientation/position (morning/afternoon sun/view location)				

BATHROOMS				
	YES	NO	IF POSSIBLE	Comments
Family Bathroom				
With Separate Bath/Shower				
With Shower over bath				
Double Showerhead				
Low flow/water saving				
With/without separate WC + basin				

BATHROOMS ENSUITE				
	YES	NO	IF POSSIBLE	Comments

	YES	NO	IF POSSIBLE	Comments
With/without sperate WC + basin				
Bath				
Shower over Bath				
Double Showerhead				
Low flow/water saving				
Other Comments				

HOUSE DETAILS

Kitchen	YES	NO	IF POSSIBLE	Comments
Preferred Orientation				
No of Sinks				
No of Ovens/Type				
Hob - Type/Size				
Walk In Pantry				
Scullery				
Breakfast bar or table				
Materials				
Compost Recycling				
Waste Disposal Unit				
Filtered Water				

Laundry	YES	NO	IF POSSIBLE	Comments
Separate or Integrated or in Garage				
Linen Cupboard				
1 - 2 Sinks				
Ironing Facility				
Workbench area				
Storage requirements				
Washing Line in garden				

Garaging	YES	NO	IF POSSIBLE	Comments
Number of cars				
Number of bikes				
Gardening equipment				
Internal Access to house				
Separate access to house				
Workstation				

Storage	YES	NO	IF POSSIBLE	Comments
Integrated Storage where possible				
Designed storage untis				

Other Comments				
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UNIVERSAL DESIGN

Designed to accommodate all people of all age and ability	YES	NO	IF POSSIBLE	Comments
Level Entry				
Consideration for Wheelchair				
Level bedroom/bathroom on ground floor				
Lift to be installed				
Make adaptable for future				
Leave space for future lift/stair chair installation				

	YES	NO	IF POSSIBLE	Comments
Other Comments				

LANDSCAPE AND GARDEN

	YES	NO	IF POSSIBLE	Comments
Site Development/Landscape design				
Separate Landscape designer				
Preferred relationship of garden to:				
House				
Entry				
Drive				
Swimming Pool				
Spa Pool				
Are you a keen gardener or not				
Other Comments				

SERVICES AND BUILDING PERFORMANCE

	YES	NO	IF POSSIBLE	Comments
Passive House design				
Passive Solar design				
Standard Construction with High Insulation				
Standard Construction with Standard Insulation				
OTHER				
Water Supply - TOWN				
Water Supply - Rainwater				
Water Supply - Bore				
Water Supply - Filter requirement				
Water Supply - Bpump requirement (pressure)				
OTHER				
Waste Disposal - Town sanitary/sewer				
Waste Disposal - Septic/Biocyte				
OTHER				
Household Waste - Landfill (city collection)				
Household Waste - Recycling (city collection)				
Household Waste - Self Management				
Household Waste - On-site composting				
OTHER				
Energy/Heating - Solar Hot Water				
Energy/Heating - Solar Photo Voltaic				
Energy/Heating - Gas - Hot water/stove/central heating				
Energy/Heating - Wood Burner				
Energy/Heating - Heat Pump				
Energy/Heating - In slab (water pipes)				
Energy/Heating - Under Tile (electric mat-bathroom)				
Energy/Heating - Water filled radiators				
Energy/Heating - electric heating				
OTHER				
Internet/TV/Stereo - Internet Source:				
UFB/Copper ADSL				

