

HOME RENOVATION PLANNING CHECKLIST

SOOKA
DESIGN

REASON FOR RENOVATION

- Need more storage
- Need open concept or rooms/spaces feel too cramped or small
- Need accessibility
- Current floor plan does not work for me
- Need more area or room
- Other: _____

I MUST HAVE (NEED)

- More storage
- New room / functional area (ie: play area for growing family, rec room, home office, etc)
- New kitchen cabinetry
- New aesthetics (check if you think your house needs a serious makeover!)
- New finishes / appliances / plumbing / lighting
- Other: _____

IT WOULD BE NICE TO HAVE (DON'T NEED, BUT GOOD TO HAVE)

- A double wall oven at an elevated height
- A new stove – induction, gas or electric
- A bigger fridge
- New finishes / appliances / plumbing / lighting but I am open to seeing what could stay
- New aesthetics but I am open to seeing what could stay due to budget restraints
- A new or larger room (bedroom, bathroom, living room, kitchen, other)
- Other: _____

BUDGET

\$ _____

What is the amount you are willing to spend? You don't have to write this down, but know this number in your head and share it with your Interior Designer. They should be able to set design

and construction priorities based on this budget and on your list of “must-have” and “nice-to-have”.

PLAN YOUR TIMELINE

Construction start date: _____ Construction end date: _____

Depending on the complexity of your project, planning can take 1 week or 6 months for residential projects. Knowing when you are able to start and how long your renovation can go will help the Interior Designer and contractor plan out a schedule for you. This will sometimes also determine who you end up hiring.

GET A FLOOR PLAN

- Interview Interior Designers
 - How to find one:
 - Check with family, friends or colleagues for referrals
 - Google Search – and getting in touch with a few firms
 - Search local business groups or ask your realtor
 - Examples of what to ask:
 - What are their credentials and insurance?
 - Have they work on a similar project?
 - If hired, when would they be able to start on the project?
 - The design process – what would it be like for you?
- Inspiration Pictures – collect some inspiration pictures to assist Interior Designer with the aesthetics you are hoping to achieve. A collection of “love” and “hate” pictures are usually helpful
- Hire an Interior Designer / Sign Contract
- Schedule Your First Design Meeting – Your First Step to a Floor Plan of Your Dreams!

DETERMINE IF BUILDING PERMITS ARE REQUIRED

In general, renovations that involve changes to the structure or systems of your home require a building permit. This includes new additions, reconfigurations involving moving or removing walls, and the creation of new window and/or door openings, among other things.

CAN I IMPROVE THE ENERGY EFFICIENCY OF MY HOME?

Renovations present numerous opportunities to make a home healthier and more energy efficient. Take these options into account during the planning process. Are any parts of your home due for an upgrade soon or could be upgraded? This might even get some \$\$ from Government Grant and Programs to fund your renovation!

- Energy-efficient appliances or lighting
- Low-Flow Toilet, Showerhead, and Faucets
- Energy-Efficient Windows and Exterior Doors
- Programmable Thermostats
- Automatic Timers and Dimmer Switches
- Energy Efficient Hot Water Tank

HIRE A CONTRACTOR

- Interview contractors while the planning is in process **OR** have your Interior Designer come up with tender documents so you can send it to a handful of contractors for competitive bidding.
 - Note: while tender documents are great, it will also increase the design fee significantly due to the amount of research, information, and details that needs to go on the drawing and documents. Tender Documents are only recommended when it comes to larger projects.

PREP FOR THE RENOVATION

- Find storage for displaced things
- Plan for living arrangements – if you are doing a full home renovation, you will need to either phase the project into different construction phases (typically costs more and will take longer) or find an alternative living arrange (B&B, hotels, or go on vacation!)
- Take before photos of the space (just for fun!)