



TEKTON GUIDE TO



TO A STRESS FREE BUILDING

INTRODUCTION

Tekton is a term used for “Master Craftsmen” in Ancient Greek.

We got this name because - building a home or getting started with the renovation process will be one of the major decisions of your life. We love bringing to reality what you have been envisioning for years. Whether it's about design and planning, constructing a commercial building, developments, constructing green buildings, building inspections, or creating defect reports, Tekton Building Group does it all by sorting and soaring through all the potential issues one might think of.



ABOUT

Tekton Building Group, a building construction company was started by Shane Leggatt, the owner of the company who previously had experience in other building companies. From a young age, he was very passionate about construction and was always interested in building and creating new things.

Tekton Building Group is developed with new spirits and lofty objectives by Shane Leggatt who believe that, "My greatest passion is to see a standard house that people frown upon and transform it into a "HOME", something special that the whole family can enjoy. My gift to see the possibility in something where others cannot see it, and bring their dreams into a reality is something that brings me enthusiasm and excitement.

Shane has an unrivalled passion for the building industry. He is a fully qualified and registered residential builder and Project Manager. Shane prides himself on his ability to successfully manage projects, attention to detail and providing solid advice to clients.

Shanes broad experience in the construction industry allows him to provide effective leadership to his skilled team, and timely, open and honest communication to clients.



Shane Leggatt

Owner of Tekton Building Group

STRESS FREE BUILDING

A STEP-BY-STEP GUIDE FOR DESIGNING AND BUILDING A NEW HOME OR RENOVATION

This template will outline the recommended step by step process for designing and building a new house or renovating an existing home. Each stage of the process has a number of dot points or tasks to be done before moving on to the next stage.



1 CONSIDER ALL YOUR DESIGN OPTIONS

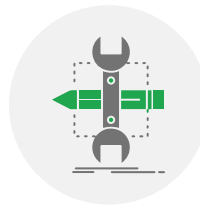
- What are your main objectives?
- Look at the best way to achieve these objectives i.e. build new or renovate existing, use your current property or purchase a new property?
- Consider the options for designing your project, which are



To use a designer
builder or
draftsman?



To use an
independent
architect?



To use a design
& construct
builder?



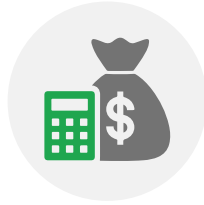
To use a pre-
designed "display
home"?



2 OUTLINE WHAT YOU WANT TO DO



Write a one-page project brief



Set a project budget



Set a project timeline



Discuss and review these three items with your family and friends.

3 GATHER BACKGROUND INFORMATION AND DO YOUR HOMEWORK

Create a “visual brief” using a scrap book or online file of all your design ideas and building articles.

Use the following sources for inspiration



Online magazines & blogs i.e. Pinterest, Houzz, Design Addicts, Open Journal



Cut out pictures from Architecture and Interior magazines



Council websites



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SELECT WHO YOU WANT TO WORK WITH

Carefully consider and answer the following questions:



How much involvement do you want to have in the design and building processes?



What size architectural company and building company do you want to use?



Who will be the project architect and project manager?



Research the reputation of the architect and builder



Decide who you want on your design and building team.



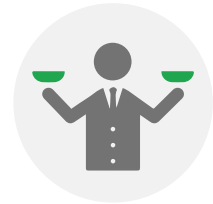
5 START THE DESIGN PROCESS

(ALLOW 2-4 WEEKS)



Compile a comprehensive written project brief with your visual brief from stage 3, so it is ready for your first consultation with the Designer.

It is a great idea to carry out a “feasibility study” with the builder at this early stage (which includes an initial sketch plan, a property report and cost estimate for the project) to make sure your design objectives and intended budget are aligned.



Now you are ready for your first “design brief meeting” with your Designer and your Builder.

6 REFINE THE DESIGN AND SCOPE OF WORKS

(ALLOW 4- 6 WEEKS)



The Designer will work through a number of different concept designs with the clients to explore all logical options prior to locking in the final design concept.

Once the concept design is finalized, ask the builder to prepare a cost estimate breakdown. This will confirm that the project is on budget before starting the next detailed design stage.



7 COUNCIL TOWN PLANNING PROCESS (ALLOW 3-4 MONTHS)



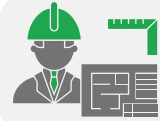
Determine if your project requires a town planning permit, i.e. is your block of land less than 300 sqm, are you doing a dual occupancy development or does your property have any type of planning overlay? Check your council website.

If required, the designer will prepare a detailed set of plans and support documents required for the town planning application.



Make sure you know who will be running the council town planning process, you, the builder, the architect or a town planning consultant?

Make sure that you get an up-front quotation for the whole town planning process from your architect or builder including a breakdown of exactly what is included or excluded.



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DETAILED DESIGN AND DOCUMENTATION STAGE

(ALLOW 4-8 WEEKS)

The building designer or Architect develops and prepares all the detailed working plans and schedules, including internal and external elevations, sections, joinery plans, electrical plans, b door and window schedules.

Consultant designers who are generally recommended by your builder or designer, will prepare additional plans for structural engineering, landscape design, interior design and finishing schedules.

At the end of this stage, you will receive a finished set of “working plans + specifications” so you are then ready to apply for the building permit.



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BUILDING CONTRACT AND BUILDING PERMIT

(ALLOW 4 WEEKS)



The building contractor can now prepare a detailed quotation from the Architects working plans

The building contractor organizes the “protection agreements” with the adjoining property owners if required.



There are several different building contracts and it is important to select the right building contract for you and your project. Your architect or builder should be able to advise you about the best contract for your project.

Appoint an independent and well credentialed building surveyor who will issue the Building Permit and carryout all the mandatory building inspections.



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START WORK ON SITE: DEMOLITION, SITE ESTABLISHMENT AND NEW SERVICES.

(ALLOW 4 WEEKS)



Confirm who is responsible for organizing the demolition and the new services to the property, you or the builder?

Obtain three quotes for the demolition work as they can vary greatly in price.



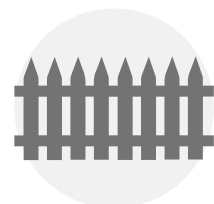
Organize the demolition permit, which is separate from the building permit. Most demolition contractors will organize the demolition permit.

As the property owner, you are responsible for applying to have the existing gas and power services to be abolished before the demolition can start.



Most demolition jobs require an “asbestos report” which can also be organized by your demolisher or builder.

Once the demolition is finished, the builder can install the hoarding or temporary fencing, site power pole and site toilet.



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CONSTRUCTION WORKS: START TO LOCK UP STAGE

(ALLOW 4 MONTHS)

This is the rapid phase of the building process when the whole structure is erected including the pouring of the concrete slab and footings, structural steel, framework, roofing, windows and external walls.

Regular fortnightly meetings on site will be scheduled between you and the builder during this stage as everything happens quickly.



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CONSTRUCTION WORKS: LOCK UP TO COMPLETION STAGE

(ALLOW 3-6 MONTHS)

This is the slower more detailed phase of the building process concentrating mainly on interior finishes and fit out.

This is when the majority of variations can occur, so it is important to keep a close eye on all costs. Pay particular attention to “prime cost items” (e.g. tiles, light fittings, bathroom accessories etc.) that have not been selected or specified in the building contract documents.



13 BUILDING COMPLETION AND HAND OVER

The last 3 or 4 weeks of the construction process are generally the most intense. Quality control of building work is most crucial at this stage and is vital to the end result, so make sure you have a clear understanding of the following processes:



The builder's completion and hand over schedule.



Final Inspection and defects rectification procedure.



Handover Documents: carefully study these documents for Occupancy permit / certificate of occupancy, building warranty paperwork and all the trade compliance certificates.

14 HAND OVER AND MOVING IN

The first 6- 12 months of living in your new home can unveil some quality or operational defects so it is important to know how to report these.



Building defects policy: Discuss the building defects policy with your builder so you can understand how to report defects and how and when they will be rectified.

Warranty Documents: study the warranty documents on all appliances and equipment and take note of the expiration dates as these are not covered by your building contract if they expire.



Maintenance: keep a maintenance diary of all equipment or systems that require regular maintenance or servicing such as heating systems, box gutter and roofing, irrigation and drainage systems etc. as regular building maintenance is the responsibility of the property owner.

EIGHT BENEFITS OF

THE TEKTON DESIGN AND CONSTRUCTION SYSTEM



OUR MISSION IS TO



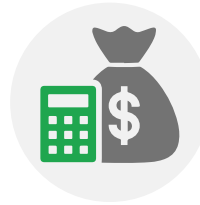
ONE free initial consultation meetings with the builder/designer



A clearly structured process for designing and constructing your new house or renovation.



Tekton has a proven track record over 20 years.



You will have the one project manager throughout the entire design and construction process, whose primary role is to control the budget.



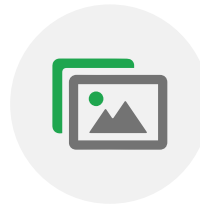
Our service is flexible and tailored to each client's requirements.



Our service is based on prompt helpful communication, so you will receive quick comprehensive replies to all emails and phone calls.



We have a clear, fair and transparent "variation policy".



We photograph all stages of building and, also offer a low cost "time lapse" video service for our projects.



www.tektonbuildinggroup.com.au