

[DESIGN WORKSHEET]

Date of Interview:

Client Name:		Phone:	Email:		
Current Address:		Project Site:	Town:		
Budget:		Square Footage:			
Floor Plan Type:					
One Story	<input type="checkbox"/>	Two Story	<input type="checkbox"/>	Walkout Basement	<input type="checkbox"/>
Story & ½	<input type="checkbox"/>	Finished Basement	<input type="checkbox"/>	Finished Attic	<input type="checkbox"/>
Exterior Design Type:					
Traditional	<input type="checkbox"/>	Cape Cod	<input type="checkbox"/>	Colonial	<input type="checkbox"/>
Contemporary	<input type="checkbox"/>	Bungalow (Arts & Craft)	<input type="checkbox"/>	Prairie	<input type="checkbox"/>
Victorian	<input type="checkbox"/>	Greek Revival	<input type="checkbox"/>	Ranch	<input type="checkbox"/>
Raised Ranch	<input type="checkbox"/>	Garrison	<input type="checkbox"/>	Other	
Occupants:					
_____ Number and age of adults. _____ Number and age of children					
[]	Provision for guests	[]	Provision for other family members	[]	Pets
[]	Other provisions _____				
=====					
Individual requirements:					
[]	Formal entertaining	[]	Separate formal dining	[]	Informal living area
[]	Outdoor living & eating	[]	Nursery	[]	Computer room/study
=====					
Key Words Client uses do describe over-all vision of the house: (i.e. light, open, snug/cozy, spacious, striking, impressive, natural-looking, unpretentious, traditional, etc.)					
Does the Client prefer an open plan or plan of clearly separated spaces?					
What rooms does the client want or need?					
Formal Living	<input type="checkbox"/>	Powder Room	<input type="checkbox"/>		
Family/Den	<input type="checkbox"/>	# of Full Baths _____	<input type="checkbox"/>		
Great Room	<input type="checkbox"/>	1st or 2nd Floor Master Suite	<input type="checkbox"/>	Master Bath	<input type="checkbox"/>
Formal Entry	<input type="checkbox"/>	# of other bedrooms _____	<input type="checkbox"/>		
Kitchen lg./sm. _____	<input type="checkbox"/>	Laundry Room	<input type="checkbox"/>	Tub Sink	Stackable
Eat-in Kitchen	<input type="checkbox"/>	Storage	<input type="checkbox"/>		
Breakfast Room	<input type="checkbox"/>	Recreation Room	<input type="checkbox"/>		
Formal Dining	<input type="checkbox"/>	Study	<input type="checkbox"/>		
Sunroom	<input type="checkbox"/>	Screened Porch	<input type="checkbox"/>		
Office	<input type="checkbox"/>	Covered Porch	<input type="checkbox"/>	Front	Rear
Library	<input type="checkbox"/>	Other: _____	<input type="checkbox"/>		
Garage # Cars _____	<input type="checkbox"/>	Deck (Size) _____	<input type="checkbox"/>		
Mud Room	<input type="checkbox"/>				

What are the room sizes of the client's existing residence?

- | | | | |
|-----------------|--------------------------|--|--------------------------|
| Formal Living | <input type="checkbox"/> | Powder Room | <input type="checkbox"/> |
| Family/Den | <input type="checkbox"/> | # of Full Baths _____ | <input type="checkbox"/> |
| Great Room | <input type="checkbox"/> | 1st or 2nd Floor Master Suite | <input type="checkbox"/> |
| Formal Entry | <input type="checkbox"/> | # of other bedrooms _____ | <input type="checkbox"/> |
| Kitchen lg./sm. | <input type="checkbox"/> | Laundry Room | <input type="checkbox"/> |
| Eat-in Kitchen | <input type="checkbox"/> | Storage | <input type="checkbox"/> |
| Breakfast Room | <input type="checkbox"/> | Recreation Room | <input type="checkbox"/> |
| Formal Dining | <input type="checkbox"/> | Study | <input type="checkbox"/> |
| Sunroom | <input type="checkbox"/> | Screened Porch | <input type="checkbox"/> |
| Office | <input type="checkbox"/> | Covered Porch <input type="checkbox"/> | |
| Library | <input type="checkbox"/> | Other: _____ | <input type="checkbox"/> |
| Garage # Cars | <input type="checkbox"/> | Deck (Size) | <input type="checkbox"/> |
| Mud Room | <input type="checkbox"/> | | |

ROOM SIZES & FINISHES

Living Room: Approximate Size _____ Faces front or rear _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Kitchen: Approximate Size _____ Eating [] Nook [] Island [] Bar [] None

Wall finish _____ Ceiling finish _____ Flooring _____

Cabinets & Countertops: _____

Appliance and special features, (please describe): _____

Master Bedroom: Approximate Size _____ Ceiling: [] flat [] cove [] cathedral

Wall finish _____ Ceiling finish _____ Flooring _____

Entertainment area _____

Special features, (please describe): _____

Bedrooms:	Size	Walls	Ceiling	Floor	Features
Bedroom #1	_____	_____	_____	_____	_____
Bedroom #2	_____	_____	_____	_____	_____
Bedroom #3	_____	_____	_____	_____	_____
Bedroom #4	_____	_____	_____	_____	_____

Master Bedroom: Approximate Size _____ Ceiling: flat cove cathedral

Wall finish _____ Ceiling finish _____ Flooring _____

Fixtures

bath tub standard tub/shower free standing two-person platform
 whirlpool longer than normal standard type

shower size _____ unit tiled tempered glass
 seat multiple heads steam other _____

toilet standard handicapped bidet toilet room

vanity size _____ single double

lines closet cabinet

Special features, (please describe): _____

Bathrooms:	Size	Walls	Ceiling	Floor	Features
Bath #1	_____	_____	_____	_____	_____
Bath #2	_____	_____	_____	_____	_____
Bath #3	_____	_____	_____	_____	_____
Bath #4	_____	_____	_____	_____	_____

Special features, (please describe): _____

Dining Room: Approximate Size _____ Faces front or rear _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Family Room: Approximate Size _____ Faces front or rear _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Computer/study: Approximate Size _____ Faces front or rear _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Laundry: Approximate Size _____ Faces front or rear _____

[] basement [] 1st floor [] 2nd floor

Wall finish _____ Ceiling finish _____ Flooring _____

Equipment & features: [] washer & dryer [] HE [] side-by-side [] stackable
[] laundry sink [] free standing [] in-cabinet/counter [] single bowl [] double bowl
[] folding area size _____ [] drying racks [] storage cabinet/closet
[] ironing area [] other _____

Foyer/Entry: Approximate Size _____ [] closet size _____ doors _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____

Wall finish _____ Ceiling finish _____ Flooring _____

Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____
Wall finish _____ Ceiling finish _____ Flooring _____
Special features, fireplace, built-ins, planters, (please describe): _____

Other Room: _____ Approximate Size _____
Wall finish _____ Ceiling finish _____ Flooring _____
Special features, fireplace, built-ins, planters, (please describe): _____

Basement stairs standard rough stairs enclosed in walls open
 finished enclosed walls open hardwood pine

Main Stairs straight curved L open one side open both sides
 enclosed in walls oak pine other _____

Other Stairs straight curved L open one side open both sides
 enclosed in walls oak pine spiral _____

Exterior Finish
 Shingle Clapboard Vertical Siding Stucco Brick Other
 Exposure _____ Vinyl Wood Fibercement
Exterior Trim Brds. Wood Composite PVC Other

Roof

- Gable Hip Dutch Gable Shed Gambrel Flat
- Cedar Shingles Composite Slate Membrane Other _____
- Metal Shingles Seemed Panels
- Stick Framed Trusses Attic Room Hot Attic Cold Attic

What activities will take place in individual spaces?

Is there any special furniture or equipment that must be accommodated in any particular room?

Will the Client's spend a lot of time outdoors? Will a large deck be needed, a screened porch, outdoor furniture storage, potting shed for gardening, etc.?

Is this an investment property or long term home?

Garage? How many bays? Workshop space? Storage space? Attached or detached?

Low-maintenance exterior? Clapboard? Shingle siding? Stucco? Trim?

Style of windows, double hung, casement? Impact glass, plywood or shutters for windborne debris zone?

Interior finish of windows, wood? Clad? Screens, Grill options? Shutters?

Are there any medical/physical problems to be considered?

Are there any other items to be considered when designing this home? Green construction? Solar panels? Solar hot water?

HVAC & Air Conditioning? Central air? Baseboard heat? Radiant floor heating? Forced hot air? Hydro-air?

Miscellaneous

Media needs? Networked computers? Home theatre? Home automation?

Aging in Place? Handicapped facilities and access?

Deck construction? Size? Benches? Construction finish? Special features?

1st Floor Deck _____ 2nd Floor Deck _____ Balcony _____

Pressure Treated Composite PVC Other _____

Project Site Information

Zoning District

Front Setback

Side Setbacks

Rear Setback

Required Frontage

Actual Frontage

Required Area

Actual

Board of Appeals Filing?

[] flood zone [] A zone [] V zone [] windborne debris zone

Is solar orientation possible?

Are there slopes and subsurface conditions to be taken into account?

Is there a view to be taken advantage of or an unsightly one to avoid?

Will a long access road be required? Will the house be seen from the road or be blocked from view?

Will home have a well and septic or town water/sewer system?

Is the drainage adequate on the site, any erosion problems? Are there any ecological problems to be considered?

Are there any wetland issues? Does project require Conservation Filing?

Site Engineer:

Company/Individual: _____ phone _____

Have client to contact engineer for release of survey/topographic/building envelope/etc.

Additional project information: