



# ADDITION/RENO DESIGN PROCESS

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BEN NORKIN ARCHITECTURE

# BEN NORKIN

## - ARCHITECTURE -

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### PROJECT NAME

01.01.2021

## DESIGN FEE PROPOSAL

**\$15,000**

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### PREDESIGN

\$1500

INITIAL CONSULT • ZONING RESEARCH • EXISTING CONDITIONS DOCUMENTATION

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### SCHEMATIC DESIGN

\$4000

FUN! • DESIGN TESTING AND ITERATION • INITIAL FLOOR PLANS AND 3D • AVENEL COMMUNITY ASSOCIATION APPROVAL

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### DESIGN DEVELOPMENT

\$2000

REFINEMENT OF SELECTED DESIGN • INITIAL STRUCTURAL LAYOUT • IDENTIFICATION OF CONTRACTORS • MHC APPLICATION AND ADU APPROVAL

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### CONSTRUCTION DOCUMENTS

\$6000

COMPLETE ARCHITECTURAL DRAWING SET • PERMIT-REQUIRED ELECTRICAL LAYOUT • COORDINATION W. STRUCTURAL ENGINEER • PERMITS • CONTRACTOR SELECTION

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### CONSTRUCTION OBSERVATION

\$1500

FINAL FINISH SELECTIONS • COORDINATION WITH CONTRACTOR

#### NOTE:

The fee listed here represents my minimum fee for a project of this size. This does not include: permit fees, printing costs or structural engineer services. I will do my best to limit these expenses, and I can provide an estimate upon request.

# I'M BEN.

LICENSED ARCHITECT IN MD + DC • PARENT • HOMEOWNER • NAVY VETERAN • [BEN@BENNORKINARCHITECTURE.COM](mailto:BEN@BENNORKINARCHITECTURE.COM)



I love helping people turn their wants and needs into an actionable plan for getting their ideas built.

I love space planning a renovation, addition or new home. I love helping you pick colors and finishes and helping your builder figure out the difficult construction details.

I love being a part of turning your house into the home you want it to be.

The only thing I don't love about my job is that when the project is done I don't get to live there with you...probably.

## FREQUENTLY ASKED QUESTIONS

THESE ARE THE OFTEN REQUESTED QUERIES. SOME PEOPLE CALL THEM FAQs.

### WHAT IS YOUR PROCESS?

That's what this whole book is about! Check out the following pages for the different project phases and the client questionnaire. I think my process is fun, collaborative and informative for homeowners.

### DO YOU DO FREE CONSULTS?

I'd love to get on the phone with you for a call. If you would like me to visit, I'll accept a \$125 check or a \$125 donation to a charity of your choice. I will credit this to your first invoice when you hire me.

### HOW MUCH DOES IT COST TO HIRE YOU?

My minimum fee for an addition or renovation is \$15,000. It may end up being more, but it won't be less.

### THAT SEEMS TO BE MORE THAN OTHER PEOPLE QUOTED

Probably! My fees are set to allow me to put the time and effort I want into every project. I am not the least expensive option but you will get a lot out of working with me.

# FREQUENTLY ASKED QUESTIONS

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FAQs CONTINUED...

## WHAT IS INCLUDED?

My fee includes the entire architectural design process, as outlined on the following pages, from documenting the existing conditions through selection of finishes and observing the construction.

Printing costs (larger than 11x17) and the actual permit fees levied by the county are not included in my fee. The structural engineer, if required, will be a separate fee as well, though I will design the structure myself (for the most part) and do my best to keep these costs to a minimum.

All projects come with one complementary ride in my Jeep, Elsa. Top down and doors off.

## DO WE NEED AN ARCHITECT?

Maybe, maybe not. Homeowners are always allowed to submit their own drawings (or those done for them by a draftsman) to receive a permit. If there is any structural work you will need a structural engineer to stamp the drawings.

If the plans you have do not meet the basic submission requirements of the building department then they might direct you to have an architect prepare and submit the drawings. These requirements vary between DC and MD and from county to county within MD.

You might also consider hiring a Design-Build firm. They would have their own process for hiring either an architect or a draftsman on your behalf. More about Design-Build on my blog [right here](#).

## I ALREADY KNOW WHAT I WANT, WILL YOUR FEE BE LOWER?

It's great that you already have ideas or even sketches for your project, but this will not reduce the design fee. This discussion is too long for this format, but the short version is: The *expensive* part of what architects do is not coming up with a floor plan. The value in our work is translating that idea into a complete, coordinated set of drawings that not only incorporates energy and life-safety code, the structural system and zoning laws, but is also efficient, beautiful and constructable.

## ENERGY EFFICIENCY IS IMPORTANT TO US. CAN YOU HELP WITH THAT?

Yes! I am a Certified Passive House Consultant and I would love to incorporate some of these concepts into your house. Even if you don't intend to go the full Passive House route, your home can still benefit from some of the Passive House best practices, like improved air-tightness and above-code-minimum insulation.

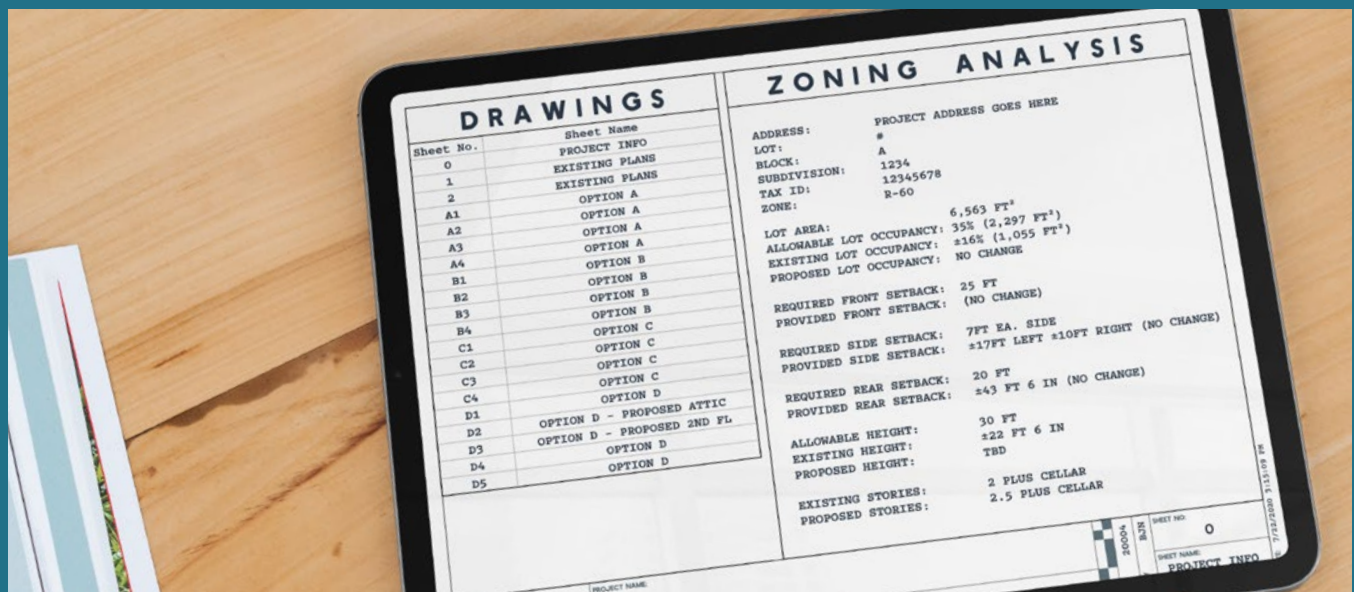
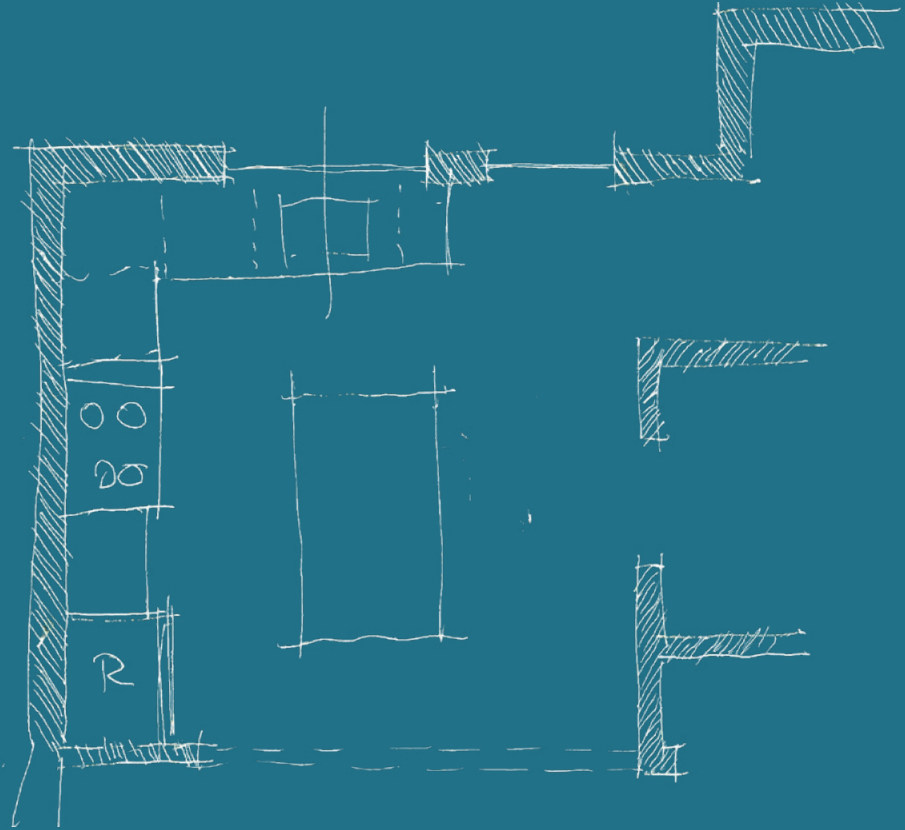
## HOW DO WE HIRE YOU?!

Great decision! Invite me to come see your house (see the free consult question on the previous page). We can talk more about your project, your goals, needs and wants. I'll follow up with a formal proposal and we can go from there.

# PREDESIGN

INITIAL CONSULT • ZONING RESEARCH • EXISTING CONDITIONS DOCUMENTATION

1. You tell me all about your needs, wants and secret wishes (for your home). See the client questionnaire at the end of this book.
2. I'll research your property and confirm that the zoning laws allow us to build what you want to build. We will also identify any additional constraints on the project, like whether or not you are in an historic district.
3. I will measure your house and create a set of drawings that show the existing conditions. I need an accurate set of plans to begin the work of doing your new design. See an example set of **existing conditions**.



# SCHEMATIC DESIGN

FUN! • DESIGN TESTING AND ITERATION • INITIAL FLOOR PLANS AND 3D • SELECTION OF BEST DESIGN OPTION

Maybe the most fun of the entire process! I create a virtual model that shows you a few different possibilities for your addition or renovation. You get to see the floor plans, sections, elevations and 3D views to help you understand the proposed designs.

Usually two to three concepts get us headed in the right direction and most clients end up liking a little bit from each design. We will test out everything and you will be involved all the way through so there are no surprises and the design works for you. A round or two of revisions and we have a winner!

The drawings will look similar to the ones on this page. Follow the link for an example of a [full set of schematic drawings](#).



# DESIGN DEVELOPMENT

REFINEMENT OF SELECTED DESIGN • INITIAL STRUCTURAL LAYOUT • IDENTIFICATION OF CONTRACTOR

This phase is all about refinement. We improve the plan we chose at the end of Schematic Design and begin thinking more about structures, systems and constructability. We can also start thinking more seriously about finishes.

At the end of Design Development you have a quality set of plans that can get more accurate bids from contractors.



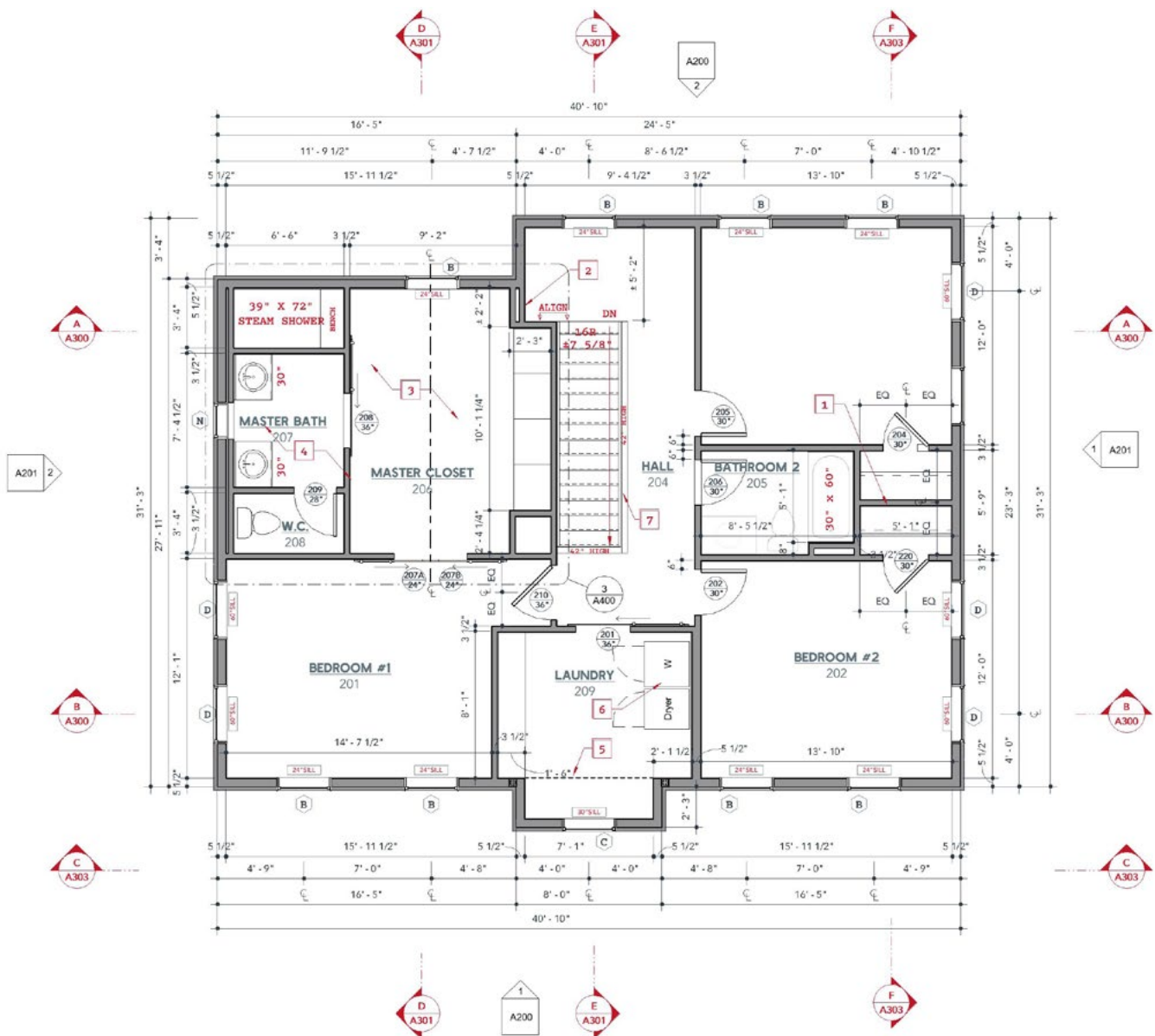
NEED A CONTRACTOR? CLICK OR VISIT  
[BENNORKINARCHITECTURE.COM/HOMEOWNER-CONTACTS](https://www.bennorkinarchitecture.com/homeowner-contacts)  
TO SEE MY LISTED OF TRUSTED BUILDERS

# CONSTRUCTION DOCUMENTS

COMPLETE ARCHITECTURAL + STRUCTURAL DRAWINGS • ELECTRICAL LAYOUT • PERMITS • CONTRACTOR SELECTION

This is the full permit-ready plan set. All the dimensions and details you need to get your project built. Also known as Contract Documents, the plans I create serve as the basis for the contract you sign with your builder of choice. The more complete the drawings, the less room there is for differing interpretations by all parties involved.

Think of the Construction Documents as the ultimate design drawings, because design isn't just about what your house looks like, it's also about how it gets built. The drawings at this stage will look something like this.





# CONSTRUCTION OBSERVATION

FINAL FINISH SELECTIONS • COORDINATION WITH CONTRACTOR

Your dream home is under construction!

I will help you manage the relationship with your contractor of choice and make sure that what is being built matches what we designed. I'm also still involved at this point in case the contractor needs additional details drawn to help them construct our design.

We can also make the final selection of finishes at this point, from backsplash tiles, paint colors and accent walls to kitchen cabinets and more. Now, did you want the 60" flat screen or the 65"?



# OWNER QUESTIONNAIRE

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YOUR TURN! TELL ME ABOUT YOUR PROJECT! HERE ARE SOME THINGS TO THINK ABOUT:

WHAT ROOMS DO YOU WANT IN YOUR HOME? THIS IS OFTEN CALLED THE "PROGRAM".

WHAT DO YOU NEED? WHAT WOULD YOU LIKE? WHAT'S THE CRAZY DREAM YOU WOULD LOVE TO HAVE BUT ARE AFRAID TO ASK...FOR?

WHAT IS YOUR BUDGET FOR CONSTRUCTION?

WHEN DO YOU WANT TO START? FINISH?

HAVE YOU DONE A MAJOR PROJECT LIKE THIS BEFORE?

WHAT'S YOUR STYLE? WHAT KIND OF LOOK DO YOU WANT? (WE CAN GET ON HOZZ AND PINTEREST TO GET INSPIRATION)

IS THERE ANYTHING ELSE YOU THINK YOU MIGHT WANT TO ADD/BUILD/ RENOVATED IN THE FUTURE?

HOW DO YOU FEEL ABOUT JEEPS? (ASKING FOR A FRIEND)

WHAT DO YOU WANT TO TELL ME THAT I DIDN'T ASK?

WHAT DO YOU WANT ME TO KNOW ABOUT YOU?

DO YOU HAVE ANY MORE QUESTIONS FOR ME?

