

# Building Process Checklist

Through every phase of the construction or remodeling process, HomeSource Builders is here to make it smooth and without surprises. Many of our clients come to us with a dream, but they just don't know where to start. Or, they've started the construction process and realized they were in over their heads. That's where we come in. We are there for you for every step along the way. We have condensed what is a complex sequence down to four main steps.

## STEP 1: LET'S MEET

This step involves the initial consultation and early planning. We will spend quality time with you listening to your dreams and goals. Through this phase, you can expect:

- A consultation in the HomeSource office:** You'll share all your aspirations and dreams about your project with the HomeSource Dream Team, and we'll discuss some practicality and broad-brush cost components so you can consider a realistic plan that embraces your imagination while respecting your budget.
- Meeting on site with owner:** We'll learn your preferences and point out practical matters, in order to arrive at a house design most suited to your needs and the natural topography of the land. Practical matters, such as possible septic drain field sites, driveway access, and even building staging areas that can become driveway turnarounds, will be discussed.
- Designer or architect hired:** We'll identify the team that will develop your early plan schematics, all the way to finished construction drawings.
- Design meeting with owner, HomeSource and designer or architect:** We'll go over your ideas, their process, and ensure a good fit prior to construction.

## STEP 3: FINAL REVIEW

Details are important, and HomeSource outshines our competitors. Our team will provide you with your proposal and price quotation, prepare your construction documents, and keep you updated throughout the entire construction process. We welcome your feedback all along the way. During this phase, these are the steps that occur:

- Proposal and Quotation:** We complete and present your proposal and quotation.
- Owner review:** Meeting with HomeSource to go over all questions and revise as needed.
- Final Proposal:** HomeSource submits final proposal and estimate to you.
- Approval:** Once fully agreed on, you'll sign and approve the proposal and make the initial deposit to commence.

If necessary, the approved proposal is submitted to the lender, and the construction loan closing takes place at attorney's office.

## STEP 2: DESIGN TIME

Unless you already have an architect or designer, during this phase we will go through all of the details to start turning your dreams into a reality you'll love. You will have the opportunity to work with one of our architect or design partners to develop and finalize your project plans. This includes:

- Creation of Schematics:** From your input, our architect or design partner will produce rough schematics, with room adjacencies and traffic flow.
- Creation of Floorplans:** Once settled-on, the architect or designer will produce and present a comprehensive set of floorplans and elevations for you to evaluate, comment on, and be refined to a final set of construction drawings.
- Other Planning:** Detailed discussion about plans, finish specifications, timelines, special circumstances, etc.

## STEP 4: LET'S BUILD

From initial survey to handing you the keys to your new home, you'll know what's coming next, see progress photos, and have many conversations by phone, email, and on-site. We will be sure you're in the loop and can offer feedback every step of the way.

- Building Launch:** Your construction kick-off meeting with all key team members around the HomeSource conference table will launch the Building Process!



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