



DCB DESIGN STUDIO
BOUTIQUE HOME DESIGN & CONSULTING

THE CONCEPT DESIGN BRIEF

Thank you for taking the time to fill out your project briefing document.
Please add as much detail as possible. The less you leave for us to assume,
the more accurately we can quote and design to meet your requirements.

CLIENT

INFO

Name _____
Project Address _____
Email _____
Contact No _____

PROJECT

INFO

Building Type. _____
☐ Family Home ☐ Investment ☐ Holiday House ☐ Commercial / Mixed Use
Construction Budget _____
Project Aspirations _____

BUILDING

SCALE / TYPE

Subject Site Area (m²) _____
Building Scale
☐ Single Storey ☐ Double Storey ☐ Triple Storey ☐ Split Level
☐ 25 - 30sq ☐ 31 - 35sq ☐ 36 - 40sq ☐ 41 - 45sq ☐ 46 - 50sq ☐ Other _____sq
Land Slope
☐ < 0.3m ☐ 0.3m > 1.0m ☐ 1.0m > 2.0m ☐ > 2.0m
Preferred Construction Method
☐ Brick Veneer ☐ Hebel ☐ Polystyrene (Foam Board) ☐ Weatherboard
☐ Other _____
Garage
☐ Single ☐ Double ☐ Triple ☐ Basement
Any other notable features..

STYLE

ASPIRATIONS

Architectural Style
☐ Modern ☐ Contemporary ☐ Period Style ☐ Other _____
Please also provide us with some inspiration images to reflect the style you wish to achieve.
Theme
If there is a particular theme in addition to the architectural style you are looking to
achieve please detail this here. For example: minimalist, mediterranean, rustic, industrial, etc..

How do you want your building to feel amongst the surrounding environment?
Blend in with neighbourhood character, stand out, connected with nature, private, etc..

SPACIAL RELATIONS

Relationship between rooms and spaces which are important to you?
For example, kitchen to be open to dining or master suite separate from other bedrooms, Lounge room to have direct access to courtyard, etc..

How long do you plan to live in this house?
Are there any future proofing considerations we need to think about?

Who will be living in the house and are there any special needs?
Please consider people, pets, guests, etc..

What activities are important for you to take place in your home?
For example, space to play music, cinema, quiet place to read, office, entertaining etc..

KITCHEN DESIGN

What are your priorities for the Kitchen, Pantry & Laundry areas?
For example, is the kitchen the hub of the house, island bench orientation, large pantry, sink, oven and cooktop preferences or locations, storage, etc.
Please detail any special requirements here.

BATHROOM DESIGN

What are your priorities for the Bathroom and Ensuite?
For example; size, storage, connection and privacy, shower, bath and vanity types.
Please detail any special requirements here.

BEDROOM DESIGN

What are your priorities for the Bedrooms?
For example; Number of bedrooms, minimum sizes, location, privacy, walk in robe, etc..
Please detail specific requirements for each room here.

LIVING DESIGN

What are your priorities for the Living areas?

For example; open plan, secluded spaces, orientation/views, fireplace, rumpus, entertaining, direct access to outdoor area, etc..

Please detail your preferences here and list the rooms to which they relate.

FLOOR INCLUSIONS

For multiple level homes, which rooms would you prefer to be located on what floor?

Please list the rooms you would like included for each level

Ground Floor

First Floor

Basement

EXTERIOR DESIGN

Are any outbuildings or structures part of the scope of works?

For example; pool house, pool, car port, shed, roof terrace, tennis court, fire pit, etc..

Please detail your specific requirements here.

What are your aspirations for the outdoor spaces?

For example; large decking area for entertaining, bbq area to alfresco, sunken fire pit beside pool, large lawn area for dog, etc..

What type of materials/finishes do you like?

For example; brick, bluestone, concrete, timber cladding, weatherboards, etc..

Are there any important views you would like considered?

For example; east view to mountains or alfresco to face west enjoy afternoon sun, etc..

SPECIAL FEATURES

Do you have any design considerations or features that will influence the design?
For example; building materials, sustainability, reclaimed materials, window/door types, etc..

OTHER REQUESTS

Did we leave anything out?

Please use this space to add anything you think is important that we may have left out..

FINALLY..

How did you hear about us?

Please let us know what lead you to get in contact with us whether it be through word of mouth, instagram, facebook or other means..

OUR PROCESS

STAGE

1

DESIGN WORKSHOP

Week One

- Design brief & information gathering
- Conceptual Design
- Explore 3d forms, facade design & material selection.

Week Two

- Schematic Plans & Development
- Assessment against planning guidelines & building code
- Refine 3d form & architectural theme
- Prepare detailed plans, elevations and high resolution 3d renderings

Week Three

- Client review & Design Meeting
- Revisions released for client review & approval
- Assess design against project budget
- Design ready for architectural documentation

Stage execution 14 - 21 days

STAGE

2

TOWN PLANNING (Not required for all projects)

- Develop concept plans into planning documentation
- Prepare Rescode Assessment against relevant planning scheme
- Prepare necessary reports from external consultants where required
- Project prepared for submission upon client review & approval

Stage execution 14 - 21 days

STAGE

3

ARCHITECTURAL DOCUMENTATION

- Develop detailed architectural drawings
- Investigate construction method, materials, fittings & fixtures to ensure workability
- Client review, refinement & final drawings released
- Engage structural engineer, energy assessor and other necessary consultants
- Prepare documentation for building permit

Stage execution 14 - 28 days

STAGE

4

CONSTRUCTION ADMINISTRATION

- Builder engagement - we provide up to 3 construction quotes on behalf of the client
- Construction administration - Inclusive of five site inspections to assess build quality at base stage, frame stage, lock-up stage, fixing stage and completion.