

This template is part of Your Home Renovator's Guide. For copies of the guide or a Word.doc of this template, visit www.yourhome.gov.au.

Use this template to help communicate your priorities to your designer, and as a starting point for discussion. You may want to fill out some of these details first then work with your designer to complete the rest.

Include how you want your renovation to look and feel, as well as any more specific requirements.

Do you have a particular style in mind? It helps to show your designer photos of homes you like ... and don't like!

Think before you extend. Can you save money by re-planning existing space instead?

For example: windows, doors, flooring, kitchen cupboards, taps, etc.

Renovator's Guide: Brief for Architect/Designer

Architect/Designer company name:

Contact name: _____

Contact phone number: _____

Address of home being renovated:

Contact name: _____

Contact phone number: _____

Wish list and priorities

Main reason for renovating: (e.g. extra space, new look, better comfort etc.)

Priorities for this renovation: *(tick all that apply)*

- | | |
|--|---|
| <input type="checkbox"/> More space | <input type="checkbox"/> Comfort |
| <input type="checkbox"/> Environmentally friendly | <input type="checkbox"/> Low running costs |
| <input type="checkbox"/> Better natural light | <input type="checkbox"/> Better indoor-outdoor connection |
| <input type="checkbox"/> Safe, accessible and easy to live in for all ages and abilities | |

Other priorities: _____

Specific requirements:

Design considerations

Our space requirements:

Rooms or areas to be extended: _____

Rooms or areas to be re-planned: _____

Items we want to retain or reuse elsewhere in the home:

Are there potential problems you want your designer to be aware of or have checked out for you?

Dealing with lead paint:
www.environment.gov.au

List details so your designer can suggest improvements.

Home assessment tips:
www.nabers.com.au

Passive solar heating,
Passive cooling,
Insulation:
www.yourhome.gov.au

What did your home assessment suggest about insulation and draught proofing? If you're not sure, ask your designer for advice.

Eaves are good for shading north and south facing glass in summer. Adjustable external shading is best for east and west facing glass.

Shading:
www.yourhome.gov.au

Check with your designer – do the materials you plan to use suit your climate? Have you looked at environmentally friendly options? The ingredients in a concrete slab take a lot of energy to make, but the tips listed here will help to offset this impact.

Materials use introduction:
www.yourhome.gov.au

Green building products:
www.ecospecifier.org

Rainwater:
www.yourhome.gov.au

Potential risks we've identified:

- Termites
- Structural problems (e.g. cracks, settling of foundations)
- Dampness or water penetration
- Hazardous materials (e.g. asbestos, lead paint)

Other:

Existing rooms or areas we find uncomfortable in winter or summer:

Room	Problem (e.g. too hot, cold, stuffy):

Places to upgrade or add insulation:

Places to draught-proof:

Shading for windows, skylights or glass doors:

- Eaves will provide shading
- We'll use adjustable external shading

Details:

Products

Floors:

- Concrete slabs:
 - Extenders in cement
 - Recycled steel reinforcement
 - Recycled aggregate
- Timber floors:
 - Recycled timber
 - Certified sustainably managed timber
 - Plantation timber

Floor finishes:

Walls:

Roofing:

- Gutters must be suitable for rainwater collection

Chemical termite barriers use toxic ingredients, so consider physical barriers instead.

Termite protection:

Physical barriers (e.g. graded stone, steel mesh) will be used for termite protection

Details:

Consider environmentally friendly products made from recycled or natural ingredients. All homes need good roof, ceiling and wall insulation. Whether you need floor insulation will depend on your climate and the design of your floor.

Insulation:

	Description (brand, type)	R value
Roof		
Ceiling		
Walls		
Floor		

Insulation, Glazing: www.yourhome.gov.au

WERS = window energy rating scheme. For a high WERS heating rating, you need double glazing and a timber or insulated frame.

WERS website: www.wers.net

Windows, doors and skylights:

Item	Product details	High WERS rating for heating	High WERS rating for cooling
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Timber frames will be certified sustainably managed or plantation timber

If timber needs to be treated, choose low toxicity options like LOSP (light organic solvent preservative).

Decking and pergolas:

Decking timber will be recycled, certified sustainably managed or plantation timber

Details:

Reusing items could save you a lot of money – your designer can suggest clever ways to do this.

The Healthy Home: www.yourhome.gov.au

Kitchens and other joinery:

Items we'll reuse:

- Materials and finishes will be natural or low VOC
- Timbers and veneers will be recycled, certified sustainably managed or plantation
- Waste sorter will be built into kitchen cabinets
- Gap around the fridge will be at least 50 mm

Be careful: adding colour pigment to a low VOC base can increase the VOC level. Check with your supplier.

Indoor paints:

Natural paints will be used for (area or room):

Low VOC paints will be used for (area or room):

Details:

Consider using light colour schemes indoors to maximise natural light.

Colour schemes we're considering:

Exterior:

Interior:

For fluorescent lighting, choose 'warm white' bulbs (2700–3000 K colour temperature).

Lighting:
www.yourhome.gov.au

Although the toilet and shower use more water, don't forget taps! Choose a high star rating for new taps and fit flow regulators or aerators to old taps.

If you can't place your HWS near the most frequently used hot water tap, install an on-demand recirculator for hot water that's gone cold in pipes.

Reducing water demand, Hot water service:
www.yourhome.gov.au

For the washing machine and dishwasher, list both water and energy stars.

Check star ratings:
www.energyrating.gov.au
www.waterrating.gov.au

Minimise heating and cooling needs with energy efficient home design. If you'll use air conditioning choose a model with high heating and cooling stars.

Heating & cooling:
www.yourhome.gov.au

A tank capacity of 3,000 L or more is recommended. (Regulations may require more in some areas.)

Rainwater, Wastewater re-use:
www.yourhome.gov.au

You or your designer will need to seek expert advice about setting up a system for recycling wastewater. Check with your local council too.

Lighting:

- New lighting will be energy efficient in terms of layout and product type (3 watts/m² for flouros.)
- 50W halogen bulbs will be replaced with lower wattage bulbs
- Number of downlights will be minimised
- Multiple and two-way switches will be installed

Bathroom fittings and plumbing:

- Slip-resistant tiles
- 4-star toilet
- Hot water pipes will be insulated to R1 at least
- 3-star showerhead
- 5-star toilet
- Pipes will be environmentally friendly material e.g. polyethylene

Hot water system (HWS):

Type of HWS: Gas Solar Heat pump

HW storage tank will be located next to the place hot water is used most often.

Star rating if applicable: _____

Best location for HW storage tank: _____

Best location for solar panels: _____

Other details: _____

Appliances:

Appliance	No. water stars	No. energy stars
Washing machine		
Dishwasher		
Fridge	n/a	
Other:		

- Cooktop will be gas
- Clothes line will be used in preference to clothes dryer

Heating and cooling:

Energy efficient design will minimise heating and cooling needs

Heating:

Gas

Other: _____

Reverse cycle air conditioner

Star rating for heating: _____

Cooling:

Fans

Evaporative coolers

Reverse cycle air conditioner

Star rating for cooling: _____

Rainwater:

Roof area for collecting rain will be maximised

Rainwater will be used for:

Toilet flushing

Washing machine

Other: _____

Tank capacity (litres): _____

Tank location: _____

Wastewater:

Type of system we're considering: _____

Preferred location for tanks and other components: _____

Please note: The Renovator's Guide has been prepared as a guide only and is unlikely to contain all the information that renovators may expect or require in order to make informed decisions on their home improvement. The data is to the best of the author's knowledge and is accurate at the date of publication but may vary from time to time with location. Renovators should therefore rely on their own enquiries and obtain appropriate expert advice as part of their decision-making process. The information contain within is provided for information purposes only, this guide should not be relied upon as authoritative advice, where necessary please seek independent legal or expert advice in all matters relating to information contained within this guide.