



# ARCHITECTURAL BRIEF

for residential design



+64 21 265 0149  
[info@legacyarchitects.co.nz](mailto:info@legacyarchitects.co.nz)  
[www.legacyarchitects.co.nz](http://www.legacyarchitects.co.nz)  
North shore, Auckland



Te Kāhui  
Whaihangā  
New Zealand  
Institute of  
Architects

*At Legacy Architects, we design premium, custom homes that stand the test of time — not just physically, but stylistically. Based in Auckland, we help discerning Kiwis create timeless spaces that reflect who they are without chasing fads. Forget the avocado bath — we use enduring design principles and high-quality materials to craft homes that feel current today and classic tomorrow. This isn't just a house. It's your legacy.*

## CONTACT

---

Name

---

Email

---

Phone

---

## SITE

---

### SITE LOCATION | select one ✓

I have a site in mind for development.  
[Add site address as required]—

I would like help finding the right site.

I have an existing house on site I would like to alter.

( I will live on site during construction.  
( I will find other accommodation during construction.  
( I don't know / I would like advice on my options during construction.

No site is required for project (e.g. relocatable building, consulting or other type of work).

---

### SITE INFORMATION | select multiple ✓

Hazards | There are known or notable hazards to design for.  
e.g. asbestos, erosion, contaminated land, poor soils, flooding, earthquake prone etc.  
[Add comment as required]—

Site features | There are important site features to design for.  
e.g. views to capture, prevailing winds, heritage listing, protected trees, cross lease title etc.  
[Add comment as required]—

Other relevant information about the site  
[Add comment as required]—

I have attached site photos, a LIM, property file, or plans that I have copies of.  
[Attachments as required]—

---

# PROGRAMME

---

## DESIGN START DATE | select as appropriate ✓

I have a start date in mind for design to begin.

As soon as possible.

My preferred start date for design services to commence is: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Directly following the sale of another property, asset or life event; date to be confirmed.

I'm not yet ready to start, I'm researching and planning.

Add me to the mailing list for prospective future clients (emails not more than monthly).

I would prefer to discuss timing in person.

---

## CONSTRUCTION COMPLETION DATE | select as appropriate ✓

I have a milestone date I would like to complete construction by:

[Add date/milestone as required] —

I would like advice on realistic construction timing targets.

Timing is not crucial; please prioritise the design and/or budget over timing.

I have other timing preferences or questions:

[Add comment as required] —

---

# BUDGET

---

## select as appropriate ✓

I have a budget I would like to work to (may be a range or ceiling).

[Add figure as required] —

The budget figure given above is for **all** project costs, excluding the site.  
*i.e. building, architect, council, consultants, GST, landscaping, whiteware, etc.*

The figure above is for the **contract price** (cost of the building work only).  
\* Excludes GST and all professional fees.

I would like advice on what my needs will cost and work backwards to find a feasible target.

I have a flexible / open-ended budget. Getting the design or timing right will take priority over cost.

I would rather not share my budget at this time.

I have nominated a target range from the options below:

Less than \$500k

\$1M — 3M

\$3M — 10M

More than \$10M

\*Unless stated otherwise, the selected figure above assumes the *total* build budget including building costs, architect fees, consultants, council, GST but *excludes* the cost of land.

---

# PROJECT

---

**PROJECT TYPE** | select multiple as appropriate ✓

- House new
- House alterations / additions
- Bach / holiday home
- Building work associated with landscaping (e.g. pool, deck, pergola, bridge, fence, etc).
- Minor dwelling / sleepout / granny flat
- Shed / garage / boathouse
- Garage conversion to dwelling
- flats / townhouses / duplex
- Apartments
- Project includes proposed subdivision, easements, covenants
- Interior works only
- Re-clad of leaky or plaster buildings
- Heritage listed or Special Character status
- Consulting or advisory services only (no building work)
- Includes work that is not residential in nature (e.g. commercial, industrial, civic etc.)

---

**LEVEL OF SPECIFICATION** | select one ✓

- Entry / budget (\$ 4,000 /m2)
- Typical NZ housing (\$ 4,000 – 7,000 /m2)
- Architectural (\$ 7,000 – 10,000 /m2)
- Luxury (more than \$10,000 /m2)
- I would like advice based on my budget and project size
- Specific target rate or comments ~

---

**PROJECT SIZE (APPROXIMATE)** | select one ✓

- Project size cannot be estimated or N/A (e.g. alterations, open-ended scope)
- 70m2 or less (e.g. minor dwelling, garage, sleepout, tiny home)
- 70 - 120 m2 (e.g. small house, up to 3 bedrooms)
- 120 - 250 (e.g. typical house, 3- 5 bedrooms)
- 250 - 400 m2 (e.g. large house / multi-generational living)
- 400 m2 + (e.g. multiple dwellings, mixed use building, large estate)
- A specific size ~

---

**STYLISTIC PREFERENCES** | select multiple as appropriate ✓

- I'm not sure what I'm expecting, I would like advice for consideration.
- Architectural style in keeping with the existing building (alteration work).
- In keeping with the streetscape character. (Common for early 1900's bungalow & villa streets).
- I am interested in particular period or style of architecture:

[Add comment, links, images as required] —

e.g. *Contemporary, Moderne, mid-century, minimalist, rustic, Italianate, bungalow, villa, etc.*

- I have preferences on materials and finishes:

[Add comment as required] —

e.g. *Timber interiors, stone cladding, pre-cast concrete walls, rammed earth, copper spouting etc.*

---

---

**BUILDING FUNCTIONALITY** | select multiple as appropriate ✓

[ ] I would like to specify the minimum number of spaces / amenities:

Bedrooms	~
Living rooms	~
Garaging	~
Guest parking	~
Bathrooms	~
Kitchens	~
Walk-in wardrobes	~
Decks/balconies	~
	~
	~

[ ] Number of occupants ~

[ ] Off-grid building services required:

- ( ) Electricity (e.g. solar panels)
- ( ) Septic / Sewer
- ( ) Gas (e.g. LPG bottles)
- ( ) Stormwater management

Regarding green / sustainable / environmentally conscious design:

- ( ) I would like to employ green building products and practices at additional costs.
- ( ) I am interested in green building techniques that are cost-neutral or cheaper.
- ( ) Quality, function and cost shall prevail over green building practices on this project.
- ( ) I don't know / don't mind. Architect to advise

[ ] A lift / elevator is required

[ ] Single level building

[ ] Split level / multi-floor building

[ ] Fireplace

[ ] Pool or spa

[ ] No glass in showers

[ ] Bath

[ ] Bidet

[ ] Separate laundry room

[ ] I do **not** require a space for a TV

[ ] Close proximity neighbours to consider privacy to/from

[ ] Large furniture to design for (e.g. piano): [\[comment\]](#)—

[ ] Please **exclude** the following: [\[comment\]](#)—

[ ] Allow for pets [\[state any pets\]](#)—

[ ] Please design for an impairment or disability

[\[Add comment as required\]](#)—

[ ] Mechanical heating and cooling:

- ( ) Heat pumps (ducted, hi-wall, or floor vents)
- ( ) Radiators
- ( ) In-floor heating
- ( ) other
- ( ) No preference or TBS

Other function requirements:

[\[comment\]](#)—

---

## N E X T   S T E P

---

Great start! Here's what's next —

Please send a copy of this document to [info@legacyarchitects.co.nz](mailto:info@legacyarchitects.co.nz). Feel free to include any additional inspiration-images or comments you would like to share about your ideal place.

I will personally review your brief and respond in short order. If we are a good fit, I will arrange a consultation meeting in person at no charge to you. Video meetings available if you're outside the Auckland area. I look forward to hearing from you to start making your dream into a reality.

Sincerely,



**Carl Wiggins**  
Architect | Director



LEGACY ARCHITECTS  
DESIGN THAT ENDURES

