

HART VERITAS ARCHITECTURE

your

DESIGN BRIEF

a worksheet to prepare for your first architecture conversation

A design brief is the document that tells your architect who you are, how you live, and what you need from your home. The more clearly you can articulate this at the start, the more the final design will feel like it was made for you — because it was. Fill this in before your first consultation and bring it with you.

01

THE PROJECT

Start with the big picture — what are you actually trying to do?

PROJECT ADDRESS OR GENERAL AREA

IN ONE SENTENCE, WHAT IS THIS PROJECT?

e.g. “add a primary suite” / “gut-renovate our kitchen and main floor”

WHY NOW? WHAT'S PROMPTING THIS PROJECT?

HOW LONG DO YOU INTEND TO STAY IN THIS HOME AFTER THE PROJECT?

This matters: a forever home warrants different decisions than a 5-year home.

02

THE PEOPLE

The best designs are shaped by the people who actually live in the space.

WHO LIVES IN THE HOME?

Names, ages, any mobility or accessibility considerations:

HOW WOULD YOU DESCRIBE YOUR DAILY ROUTINE AT HOME?

Morning rhythm, work from home, entertaining frequency, etc.

WHAT DO YOU DO MOST IN YOUR HOME THAT FEELS HARDER THAN IT SHOULD?

PETS? HOBBIES NEEDING DEDICATED SPACE? INDOOR / OUTDOOR PREFERENCE?

03

THE SPACES

List the spaces you need. Circle or star (★) the ones that are non-negotiable.

Primary bedroom	☐ Yes ☐ No	
Additional bedrooms	☐ Yes ☐ No	
Primary bathroom	☐ Yes ☐ No	
Additional bathrooms	☐ Yes ☐ No	
Kitchen	☐ Yes ☐ No	
Dining room	☐ Yes ☐ No	
Living room	☐ Yes ☐ No	
Home office / study	☐ Yes ☐ No	
Mudroom / entry	☐ Yes ☐ No	
Laundry	☐ Yes ☐ No	
Garage	☐ Yes ☐ No	
Outdoor living	☐ Yes ☐ No	
Storage	☐ Yes ☐ No	
Other:	☐ Yes ☐ No	
Other:	☐ Yes ☐ No	

04

STYLE & FEELING

Describe how you want the space to feel — not what it looks like.

Calm · Energising · Warm · Cool · Open · Cosy · Bold · Quiet · Playful · Refined · Raw · Light-filled · Grounded

A HOME I LOVE

A friend's house, a hotel, somewhere you've travelled — and what you love about it:

THREE WORDS THAT DESCRIBE THE ARCHITECTURE OR STYLE YOU'RE DRAWN TO

WHAT DO YOU WANT TO AVOID?

05

BUDGET & TIMELINE

Honesty here is the single most important thing you can bring to this conversation.

MY OVERALL CONSTRUCTION BUDGET IS APPROXIMATELY

Not including design fees, permits, or furnishings:

MY PRIORITY IF I HAVE TO MAKE TRADE-OFFS IS

e.g. "Reduce scope, not quality" / "Smaller footprint, better finishes" / "Get it done on time above all"

MY IDEAL COMPLETION DATE OR 'MUST-BE-DONE-BY' DATE (AND WHY)

06

DEAL-BREAKERS & CONSTRAINTS

What are the things that are absolutely off the table?

NON-NEGOTIABLE ITEMS I WILL NOT COMPROMISE ON

KNOWN CONSTRAINTS ON THE SITE OR PROPERTY

Heritage overlay, covenant, neighbour concerns, protected trees, easements:

ANYTHING ELSE I'D WANT MY ARCHITECT TO KNOW BEFORE WE MEET

“Veritas — the truth a building tells when nothing is hidden, nothing forced, and every line earns its place.”

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