Jeff Daigle
Architect

123 Main Street

Project 26-000

Needs and Options Report

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Prepared for: John and Jane Homeowner
Prepared by: Jeff Daigle, AIA, Architect
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John and Jane,

I am pleased to present this proposal for for preparing an Architectural design for the renovation of your home at 123 Main Street, Denver, CO 80205.

Zone Lot Data

The the subject property is described as Block 1, Lot 1, Example Subdivision Part 4 by the City and County of Denver Assessor's Office. The Schedule number is 123456789.

It is located within Denver city limits and the recorded site area is 0.439 Acres (19122.8 square feet). Per the Denver Community Planning and Development Office, the Zone Lot and the Assessors Lot are one and the same, and there are no records of any variances, conditional uses, or overlays.

According to Denver's internal maps, there appears to be a 5' - 0" utility easement on the side and rear property lines. Additional easements would need to be determined by a survey.

Zoning Code Report

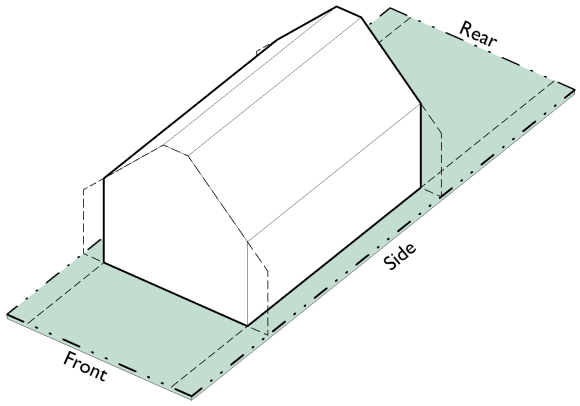
The subject property is zoned R-1 by the city.. The following residential uses are allowed in the R-1 zone:

- Single detached dwelling
- Short-term rental
- Attached or Detached Accessory Dwelling Unit

The primary structure is subject to the following setbacks, area, and height limitations:

- **Maximum Height:** 35' - 0"
- **Maximum Building Coverage (footprint of all structures on the lot):** 25% of the lot area, in this case 4780.7 square feet. The current building coverage on the lot is 2274 square feet, leaving 2506.7 square feet available.

- **Setbacks:**
  - Front: 30’ - 0”
  - Rear: 15’ - 0”
  - Side: 15’ - 0”
- **Bulk Plane:** The Bulk Plane is volume described by the setbacks, the maximum building height, and imaginary lines 15’ - 0” above the average grade of the lot starting at each property line and sloping up at a 45º angle:



Building Code Report

The city has adopted the 2024 International Codes (I-Codes) as of January 1st, 2026. Codes applicable to this project are:

- 2024 International Residential Code (IRC), excluding Chapter 1 and with the following appendices: BB, BE, BF, BO, CA, CB, CC, CE, CF, and CH
- 2024 International Mechanical Code (IMC), excluding Chapter 1 but retaining Section 102
- 2024 International Plumbing Code (IPC), excluding Chapters 1 and 14 but retaining Section 102
- 2024 International Energy Conservation Code (IECC), excluding Chapter 1 but retaining Sections C102, R102, C107, and R107
- 2024 International Existing Building Code (IEBC), excluding Chapter 1
- 2024 International Fire Code (IFC), excluding Chapter 1 but retaining Section 105 and adopting the following appendices: B, C, D, F, H, O
- 2023 National Electric Code
- Colorado Model Electric Ready and Solar Ready Code
- Colorado Model Low Energy and Carbon Code, excluding Chapter 1 but retaining Sections C102, R102, C107, and R107

Permit Submittal Requirements

In addition to the Architectural Construction Documents, the following documents may be required for submittal (depending on the final scope of work):

Document	Prepared By	Notes
Site Survey	Surveyor	An Improvement Survey Plat (ISP) is required, showing spot elevations at least at the property corners and where the front setback intersects the side property lines.
Soils (Geotechnical) Report	Geotechnical Engineer	The soils report tells us what type of earth is below the site, what type of foundation design will be required, and whether there is groundwater present close to the surface.
Hazardous Materials Testing	Abatement Specialist	Tests areas of the home that will be disturbed by the proposed work for the presence of Asbestos or Lead Paint
Sewer Scope/Locate	Plumbing Company	When adding a bedroom you typically need to show that your existing sewer is in good condition
Structural Design and Calculations	Structural Engineer	Determines the sizing and materials of load-bearing elements of the design
HVAC System Design (ACCA Manuals)	Energy Consultant or HVAC Subcontractor	Required if new HVAC system is installed or existing system is expanded

Project Goals

- Create a new Primary Bedroom Suite with a large 5-piece bathroom and walk-in closet, ideally taking advantage of views to the north and west
- Preserve open space in the back yard
- Reconfigure existing space to provide:
  - 3 Bedrooms (two for children, one for guests)
  - An Office space
  - Outdoor gear storage closer to the garage
- Add more overhead lighting in living room
- Rehabilitate existing wood-burning fireplace in living room
- Convert existing sunroom to conditioned space containing an expanded kitchen and mud room area with access and views to the back yard
- Expand existing garage to accommodate:
  - 3 cars with one high bay (screened from the street)
  - Storage for items currently in storage sheds
  - Possibly space for a golf simulator
- Add egress windows to existing basement bedrooms
- Refresh finishes in basement and improve sound isolation between the basement and main level
- Correct drainage issues in the back yard and along south foundation wall of the house

Feasibility Assessment

Based on an initial assessment of the property and existing conditions, along with publicly-available data regarding the site's size and topography, there are multiple opportunities to expand the home.

Site Conditions

The building envelope (defined by the setbacks, maximum height, bulk plane, and maximum building area in the Zoning Code) will allow for expansion both by building additions on-grade to the east and west sides, and by adding a second story above a portion or the entirety of the existing building footprint. A survey by a licensed Land Surveyor will be required to verify exact locations of the property lines, location of the existing house, and the topography of the site.

Existing Structure

A visual assessment of the existing structure did not reveal signs of any structural issues (such as uneven settlement, sloping floors, stair-step cracks on the interior

or exterior walls), though a full assessment and letter of structural integrity by a licensed Structural Engineer will be required as part of the building permit submittal.

Budget

Based on the cost of recently-completed projects, the proposed budget should be sufficient for the work proposed. Note that this is a preliminary assessment only; we will need to develop a Schematic Design and obtain a construction cost estimate from one or more General Contractors in order to define the budget in more detail.

Design Fees for a project of this type can range from 5% to 10% of the Construction Cost, depending on the complexity of the project and what services are selected. The Design Fee can include:

- Survey
- Soils Report
- Sewer Scope & Locate
- Hazardous Materials Testing
- Soils Report (if required)
- Architectural Documents
- Structural Documents
- Energy Analysis
- Interior Design (if desired)

Timeline

As with the cost, the duration of the project will depend on the final design, as well as factors outside the control of the owner, design team, and construction team (such as permit review time, weather, or supply chain disruptions). Based on similar projects, the design phase may take from 3 to 5 months, and the permitting and construction phase may take from 9 to 12 months. Factors that may affect the design timeline are the number of revisions, the availability of other design consultants, and the overall complexity of the design.

In permitting and construction we are somewhat at the mercy of the city's planning department. Permit reviews have been taking 4 to 6 weeks from submittal to approval recently. The construction timeline can be affected by materials lead times, labor availability, weather, and unforeseen site conditions. We will work together to reduce the potential for surprises as much as possible and provide information to the Contractor in a timely manner so that construction can proceed as efficiently as possible.