



Residential Program Check List

Project Number: _____
 Project Name: _____
 Address: _____

 Owner: _____
 Address: _____

 Telephone: _____
 Email / web _____

 Other parties: _____

1 General Description of Project – Design Considerations – Owner Priorities

General Description of the Project:

Design Considerations:

Budget – Design and Engineering \$
 Budget – Construction \$

Schedule – Design and Engineering
 Schedule – Construction

Architectural Fee Arrangement – Hourly, Fixed Fee, Cost per SF
 A/E Team – Structural / Mechanical / Electrical / Plumbing / Surveyor / Civil / HERS or Audit

Owner Priorities:



2. Planning, Sitework, and Landscape Requirements

Jurisdiction:

Contact Information

Zoning Category:

Lot Area:	Minimum -		Existing -
Coverage:	Maximum -	Existing -	Proposed -
Floor Area:	Maximum -	Existing -	Proposed -
Setbacks	Required		Provided
	Front		
	Side		
	Rear		
Height Limits:	Maximum -		Proposed -
	Note - Measure height from:		

Landscape Requirements:

Irrigation:

Easements:

Utilities:

Water
Sewer
Electric
Nat Gas
Other

Access Drives:

From public way -
Length -
Composition -

Miscellaneous:

Solar Access
Wetlands
Subsurface Investigation
Metes / Bounds / Topography
Building Orientation / Views
Exterior Lighting
Fire Zone

Additional Site Features (Decks, Patios, Courts, Pools, Gardens, etc.)



3. Interior Spaces, Configuration, Orientation, Attributes

Size, Special Finishes, Lighting, Orientation, Degree of openness, Equipment, Finishes

General Design Criteria

Construction type (Frame, masonry, other)

Sustainable features (Passive solar, ventilation, etc.)

Windows

Doors

Finish Hardware

Public Space

Garage

Number of Bays

Carport

Additional Storage Requirements

Other (Workshop, etc.)

Front Porch

Entry Vestibule

Entry Foyer

Spatial Qualities (height, light, etc.)

General Comments relative to public areas:

Semi-Public Space

Great Room

Size

Spatial Qualities

Lighting

Equipment (Big screen, etc.)

Furnishings

Built-ins

Wet bar

Fireplace / woodstove

Formal Dining Room

Size

Spatial Qualities

Lighting



K y l e C a l l a h a n & A s s o c i a t e s
A r c h i t e c t u r e

Furnishings (Table, side bar, etc.)

Fireplace / woodstove

Kitchen

(See separate document for kitchens)

Pantry

Size

Configuration (walk-in?)

Shelving

Butler Pantry

Size

Spatial Qualities

Lighting

Equipment (Appliances, etc.)

Built-in cabinets

Countertops

Breakfast Nook

Size

Spatial Qualities

Lighting

Equipment (Appliances, etc.)

Furnishings (Table, etc.)

Built-in cabinets

Built-in seating

Countertops

Plumbing Fixtures

Powder Room

Size

Spatial Qualities

Lighting

Furnishings (Settee, etc.)

Built-in cabinets

Countertops

Plumbing Fixtures (Toilet, Bidet, etc.)

Office



K y l e C a l l a h a n & A s s o c i a t e s

A r c h i t e c t u r e

Size
Spatial Qualities

Lighting

Equipment (Computers, etc.)

Furnishings (Table, etc.)

Built-in cabinets

Built-in seating

Plumbing Fixtures

Recreation Room

Size
Spatial Qualities

Lighting

Equipment (Fitness equipment, Projection system etc.)

Furnishings (Pool Table, etc.)

Built-in cabinets

Built-in seating

Wet Bar

Plumbing Fixtures

Music Room

Size
Spatial Qualities

Lighting

Equipment (Sound Boards, etc.)

Furnishings (Piano, etc.)

Built-in cabinets

Built-in seating

Plumbing Fixtures

Acoustical considerations

General Comments relative to semi-public areas:



K y l e C a l l a h a n & A s s o c i a t e s

A r c h i t e c t u r e

Size
Spatial Qualities

Lighting

Equipment (Computers, etc.)

Furnishings (Table, etc.)

Built-in cabinets / shelving

Built-in seating

Plumbing Fixtures

Library

Size
Spatial Qualities

Lighting

Equipment (Computers, etc.)

Furnishings (Table, etc.)

Built-in cabinets / shelving

Built-in seating

Plumbing Fixtures

Fireplace / woodstove

Laundry

Size – Location (second floor?)
Spatial Qualities

Lighting

Equipment (Appliances, etc.)

Built-in cabinets / shelving

Countertops

Built-ins (ironing board, etc.)

Plumbing Fixtures

Master Bedroom

Size – Location (second floor?)
Spatial Qualities

Lighting

Furnishings

Built-in cabinets / shelving



K y l e C a l l a h a n & A s s o c i a t e s

A r c h i t e c t u r e

Fireplace / woodstove

Closets (No. and configuration)

Private deck

Other (Acoustic considerations, sound system, etc.)

Master Bath

Size

Spatial Qualities

Lighting

Equipment (Wet / dry sauna, etc.)

Furnishings (Settee, dry vanity, etc.)

Built-in cabinets

Countertops

Plumbing Fixtures (Toilet, Bidet, etc.)

Other (Towel warmer, sound system, etc.)

Guest Accommodations

Size – Location (second floor?)

Spatial Qualities

Lighting

Furnishings

Built-in cabinets / shelving

Fireplace / woodstove

Closets (No. and configuration)

Private deck / entry / wing

Guest Bath

Size

Spatial Qualities

Lighting

Equipment

Furnishings

Built-in cabinets

Countertops

Plumbing Fixtures (Toilet, Bidet, etc.)

Secondary Bedrooms



K y l e C a l l a h a n & A s s o c i a t e s
A r c h i t e c t u r e

Number
Size
Spatial Qualities

Lighting

Furnishings

Built-in cabinets / shelving

Closets (Wall / Walk-in)

Other (Acoustic considerations, workspace, etc.)

Private baths?

Bathroom

Size
Spatial Qualities

Lighting

Equipment

Furnishings (Settee, dry vanity, etc.)

Built-in cabinets

Countertops

Plumbing Fixtures (Toilet, Bidet, etc.)

Other

General Comments relative to private areas:

4. Equipment Considerations

Space Heating System

Air Conditioning System

Water Heating

Central Vacuum

Exhaust Fans

Fireplace(s)

Natural Gas
Solid Fuel

Solar Energy

Water Heating
Space Heating (Passive)



K y l e C a l l a h a n & A s s o c i a t e s

A r c h i t e c t u r e

Space Heating (Active)
Photovoltaic

Wind Energy

Ground Coupled Heat Exchange /Air to Air Heat Exchange

Rainwater Collection

Gray Water

Fire Suppression

5. Additional Information and Studies, Engineering Considerations

Studies

Geotechnical Investigation

Boundary Survey / ILC

Topographic Survey

Percolation

Septic Design

Engineering

Structural

Mechanical

Electrical

Acoustic

Performance

