



ADAIR HOMES®

HOMEBUILDING PROCESS TIMELINE

13 Steps from Start to Finish

HOMEBUILDING RESOURCE GUIDE

INTRODUCTION

Building a new home can feel like a daunting process, especially if you have never done it before.

However, when the homebuilding process is broken down into individual steps, it seems like a much more realistic venture. Visualizing the process one step at a time makes the first step feel more like a normal stride and less like a giant leap.

The longer the homebuilding process takes, the more the costs can add up. This is one reason it is so important to know what to expect before jumping in with both feet. Understanding the typical timeline before starting makes it possible to plan ahead. The more preparation you can do in advance, the more efficient and cost-effective the process will be.

It's also important to understand your responsibilities as a homeowner throughout the process. Although the construction crew does all the physical heavy lifting, you must take an active role in the process in order for it to be successful. You as the homeowner are an integral part of the team, and the job includes making decisions in a timely manner and managing certain aspects of the project.

This guide provides a snapshot of the overall process and breaks it down into detailed steps. Of course, individual circumstances are always different, but having a general idea of the typical process is an essential step in the journey to building a new custom home.



**“THE LONGER THE HOMEBUILDING
PROCESS TAKES, THE MORE THE
COSTS CAN ADD UP.”**

TIMELINE SUMMARY

The infographic below shows a visual timeline of the typical process for building a custom home.



It is clear that many steps in the process are contingent on completion of the prior step, so it's important to understand that a delay in one step can have an impact on the entire timeline. Let's take a deeper dive into the details of the process.

DETAILED TIMELINE BREAKDOWN

The entire homebuilding process takes approximately nine months to a year from start to finish, but each step can be broken down into much more manageable days or weeks.

STAGE 1: GETTING STARTED

 **Typical time: 2–3 days**

The first meeting with a Home Ownership Counselor includes a discussion about the type of home, details about the land, and, of course, the budget. If a design hasn't already been selected, the Home Ownership Counselor will help determine which custom home plans best match your lifestyle and the features you desire.

If you need financing, the Home Ownership Counselor will calculate an estimate of the total project cost, which includes land, the cost of site development, and the home. With this number, you will be able to be prequalified for financing based on the expected costs of the entire project. Prequalification allows the project to move forward to the next step: the site visit.

LAND + SITE DEVELOPMENTS + HOME =
TOTAL HOMEBUILDING COST

Builder responsibilities:

- Gather information about the desired features and custom home plans
- Provide cost estimates for the land, site development, and home
- Deliver prequalification parameters

Homeowner responsibilities:

- Gather personal financial information
- Define project goals and the budget
- Complete prequalification paperwork

STAGE 2: EVALUATING THE LOCATION

Typical time: 7 days

After you are prequalified, you and your construction superintendent should schedule a site visit to evaluate your land and determine what is needed to develop the site. Site development might include tasks such as tree removal, installing a septic system, putting in a temporary driveway for construction vehicles, and excavation. Because every site is different, the requirements and associated costs will vary from project to project.

This is also the opportunity to decide where on the land the home will be situated. Factors such as view, orientation to the street, and privacy considerations will help guide this decision. After the site visit, a construction superintendent will provide you a list of the site-development tasks, a preferred list of contractors, and as well as a free plot-plan drawing that shows how your home sits on your land.

Builder responsibilities:

- Give recommendations for house placement and orientation
- Provide feedback about which site-development tasks are necessary and the recommended contractors who could provide these costs
- Provide cost estimates for site development and a plot plan

Homeowner responsibilities:

- Decide where the home will be situated on the land
- Understand the site-development tasks and start working on pulling together the costs
- After the site visit, it is important to visit the building jurisdiction and verify the important characteristics of your site using your Jurisdictional Checklist provided to you at the site visit





STAGE 3: MAKING A HOUSE A HOME

 **Typical time: Approximately 4 days**

After you have selected the design that best fits your needs, have obtained prequalification, and have completed the site visit, the next step is to go to the design center and choose your finishes from a selection of options provided by an interior designer. For many people, this is an exciting time, because it is when you can see the vision for your new home starting to come together.

This is your opportunity to select features such as:

- Cabinets and hardware
- Countertops
- Flooring
- Plumbing fixtures
- Paint colors
- Tile color and style

Builder responsibilities:

- Provide a selection of finishes appropriate for your budget
- Complete the home order

Homeowner responsibilities:

- Decide which finishes to include in the home
- Sign off on the home order

STAGE 4: FINALIZING THE LAYOUT

 **Typical time: Approximately 4 days**

After the order is written, the design team can start on the concept floor plan. This is the part of the process where you can create custom kitchen layouts, change room types, upgrade bathrooms, move walls, add extra rooms, and more. The goal is to create a custom space that matches your lifestyle and future plans.

This process can take as little as four days, but it will take longer without clear decisions from the homeowner. At this point, the design team should provide a concept floor plan for your approval.

Builder responsibilities:

- Design your floor plan, exterior elevation and cabinet layout showing all of the options and customizations you have selected

Homeowner responsibilities:

- While your plan is being drafted, document any final touches you would like to add



“THE GOAL IS TO CREATE A CUSTOM SPACE THAT MATCHES YOUR LIFESTYLE AND FUTURE PLANS.”



STAGE 5: COMPLETING THE CONTRACT

 **Typical time: Approximately 14 days**

After the concept floor plan is approved, the next step is finalizing the order. This is your opportunity to review the final project budget and make a decision whether to move forward or make additional changes. After this point, changes in the design cannot happen without altering the budget, so it is critical for you to be sure that it is the design you want and that it meets your budget goals.

Builder responsibilities:

- Review your floor plan concept to ensure it has everything needed for your dream home

Homeowner responsibilities:

- Sign off on your completed floor plan concept
- Order the Appraisal if financing is being utilized

STAGE 6: DRAFTING THE DRAWINGS

 **Typical time: 4–6 weeks**

After the order is finalized, and ratified, the drafting and design team needs time to complete the full set of construction drawings. During this time, it will create the construction documents that will be used to build the home. These plans incorporate the agreed-upon floor plan, options, customizations, and finishes.

Builder responsibilities:

- Ratify the order and complete a full set of construction drawings

Homeowner responsibilities:

- Continue to work with the lender for funding

“AFTER THE ORDER IS FINALIZED, AND RATIFIED, DRAFTING & DESIGN NEEDS TIME TO COMPLETE THE FULL SET OF CONSTRUCTION DRAWINGS.”



STAGE 7: MEETING THE CREW.

 **Typical time: 7–14 days**

When the drafting and design team has completed the plans, the next step is scheduling the preconstruction meeting. This meeting is an opportunity to meet your construction team, understand your site responsibilities, as well as the steps in the construction process. You as the homeowner are responsible for managing site-development and obtaining permits, but the team will guide you through every step of the process.

Builder responsibilities:

- Complete your building permit package and provide it to you
- Provide you your construction drawings
- Talk through the site-development steps, construction stages, and your responsibilities throughout the building process

Homeowner responsibilities:

- Acknowledge understanding your requirements during the site-development and construction process

STAGE 8: SUBMITTING FOR PERMITS

 **Typical time: 7 days**

After the preconstruction meeting, the next step is to submit your building permit package and construction drawings to receive your building permit. Every new home requires a building permit, and depending on where the home is located, there may be other approvals required from homeowner associations, architectural reviews, or other requirements. Although it may seem like a lot of red tape, the permitting process exists to keep homeowners safe, by ensuring that the home meets minimum code requirements. Remember: The team is there to support you during this process, so if you need assistance, all you have to do is ask.

Builder responsibilities:

- Guide the homeowner through the permitting process as needed

Homeowner responsibilities:

- Submit and work with the jurisdiction for approved building permits

STAGE 9: GETTING PERMITS APPROVED

Typical time: Depends on jurisdictional timelines

The amount of time it takes to receive permit approval will vary depending on the permit type and the local permitting process. Some jurisdictions can process permits in days or weeks, while others have a longer wait time. Although obtaining a permit for a new home is often as simple as submitting the application and receiving approval, the process might also include responding to questions or meeting with the local permitting department.



Builder responsibilities:

- Assist the homeowner with responses to permit questions as needed



Homeowner responsibilities:

- Respond to questions from permitting authorities

STAGE 10: PREPARING THE SITE

Typical time: Approximately 90 days

After the permits have been approved, the homeowner is free to move forward with site development. The specific steps will vary depending on the project needs and the site features, but could include tasks such as clearing the site, coordinating the excavation, installing a septic system, and connecting to local utilities.

Although this does require some work on your part, the good news is, you will save money and build equity by managing this portion of the project yourself.



Builder responsibilities:

- Respond to the homeowner's site-development questions as needed



Homeowner responsibilities:

- Coordinate with your contractors to perform the necessary site work
- Complete individual site-work tasks when possible
- Manage the site-development process

STAGE 11: BUILDING BEGINS

 **Typical time: Approximately 60 days**

After site development has been completed, the construction team verifies the site is ready for construction and then pours the foundation and begins to build your new home. About halfway through the process, you and the construction superintendent do a midpoint inspection to see what has been completed. This is your opportunity to raise questions or discuss any potential issues with the build process.

The construction superintendent will walk you through the inspection process and verify that the construction team is installing the finishes that you selected. You will also verify details like the kitchen-cabinet layout and flooring transitions at this point in the project. Actively participating in the midpoint inspection ensures that the final product is exactly what you ordered.



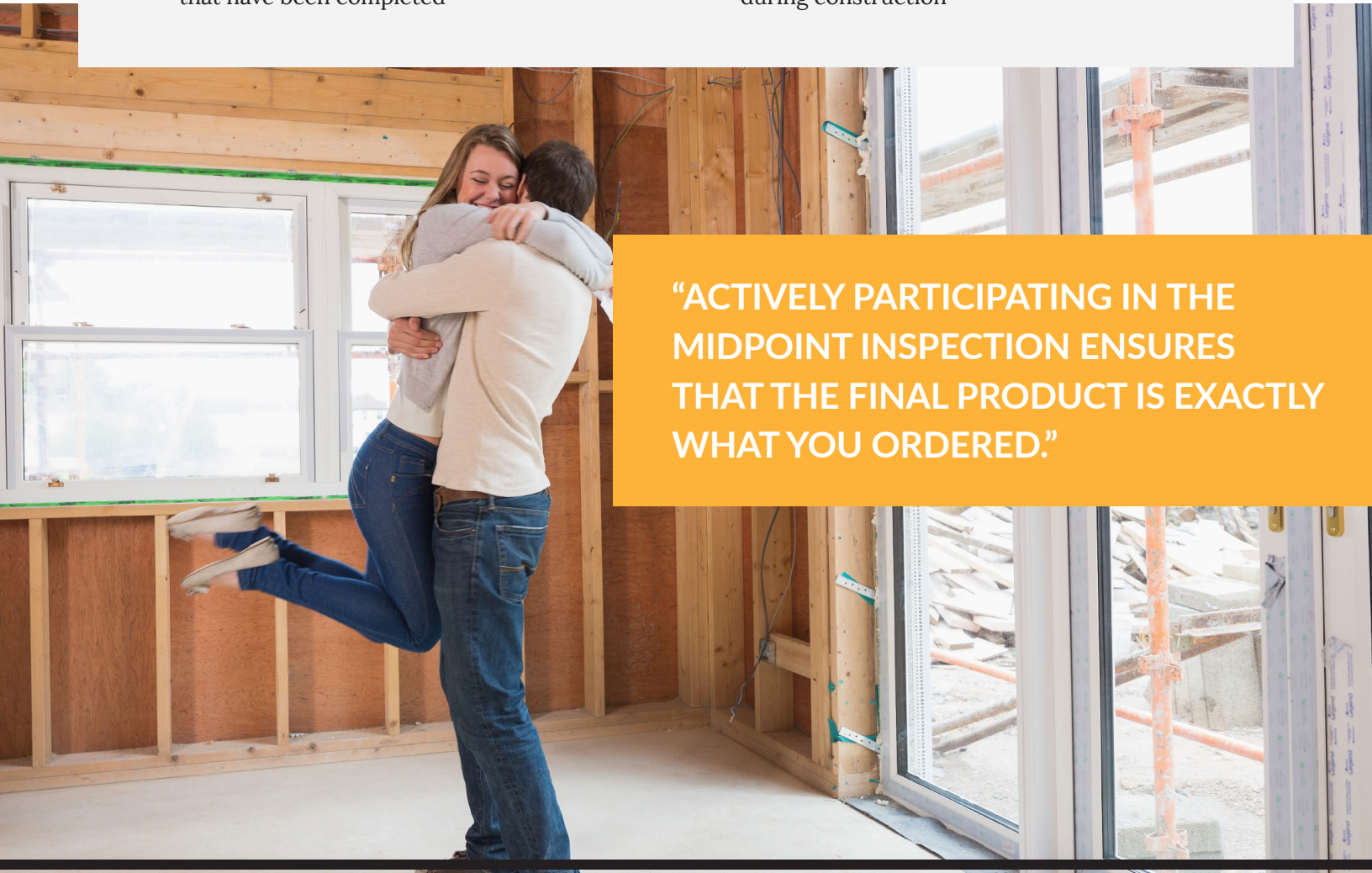
Builder responsibilities:

- Walk the homeowner through all items that have been completed

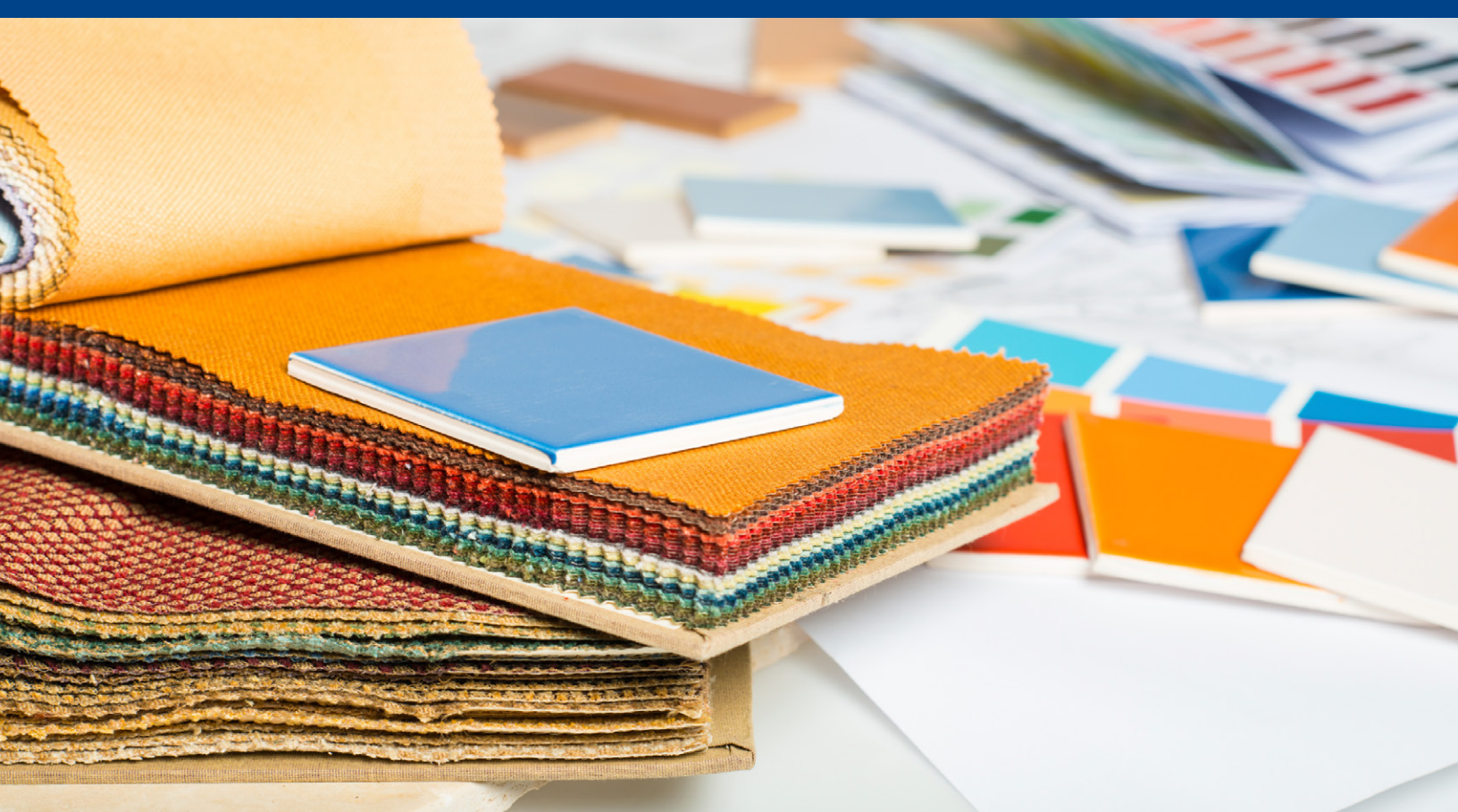


Homeowner responsibilities:

- Complete customer responsibilities during construction



“ACTIVELY PARTICIPATING IN THE MIDPOINT INSPECTION ENSURES THAT THE FINAL PRODUCT IS EXACTLY WHAT YOU ORDERED.”



STAGE 12: WRAPPING IT UP

Typical time: 50 days

When your new home is substantially complete, you'll do a prewalk with the construction superintendent to create what is called a "punch list." This is the list of tasks that need to be completed before you move in, so pay close attention to every detail as you walk through the home. This is your last chance with the construction team to catch any errors or incomplete items. If you want something fixed and it's not on the punch list, you shouldn't assume that it will be done.

Homeowner responsibilities:

- Complete final customer responsibilities during construction for the home's completion
- Create a punch list to identify items that need to be completed prior to moving in



STAGE 13: THE DREAM BECOMES REALITY

 **Typical time: 10 days**

The team needs time to complete the items on the punch list before your home orientation and the handover of the keys. The home orientation consists of a final walk through the home, an instruction packet for all of the new systems in the home, and enrollment in a warranty program. This is your chance to learn how to maintain your new home, so make sure you closely review the instruction packet and ask questions if anything is unclear.

Builder responsibilities:

- Perform all punch-list items
- Walk the homeowner through all the new systems
- Enroll the homeowner in a warranty program

Homeowner responsibilities:

- Ensure that all punch-list items are complete
- Review manuals to understand all new home systems
- Ask questions about home maintenance
- Obtain a certificate of occupancy
- Move in!

ABOUT ADAIR HOMES

If the process still feels a little overwhelming, or if this is your first time building a new home, the good news is, you don't have to do it alone.

Working with a partner like Adair Homes allows you to benefit from nearly 50 years of experience and more than 17,000 new homes built for happy homeowners. Our Home Ownership Counselors can help you navigate every step of the way to turn a daunting process into a delightful one.

Request a consultation with a Home Ownership Counselor at your local Adair Homes branch today. On your first call, we will provide construction recommendations for the project you have in mind and will help you determine if Adair Homes is the right fit for you.

Contact us today to get started!

GET STARTED TODAY



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(844) 692-3247 | www.ADAIRHOMES.com

