

## THE TEN MINUTE SCHEDULE™

A simple method for estimating the time your project may require.

<b>TASKS</b>	<b>TIME</b> (In Weeks)	<b>COMMENTS</b>								
<b>Select Design Team</b>	_____	Allow 4 weeks to 12 weeks.								
<b>Planning</b> (Survey and Soil Borings, too)	_____	This varies from a minimum of 8 weeks if directed by a design professional to 40 weeks or more if self-directed.								
<b>Conditional Use Permit</b> (If required)	_____	Adds between 4 weeks during Planning or up to 12 weeks during Design.								
<b>Design</b> (Conceptual Design, Design Refinement and Final Design & Specifications)	_____	Allow: 9 weeks for a simple remodeling 18 weeks for simple additions 36 weeks for simple buildings 54 weeks for complex buildings								
<b>Building Committee Review and Approvals</b>	_____	Allow 8 weeks if ad hoc meetings; or 4 times the frequency of standing meetings (4x4 weeks, if monthly).								
<b>Parent or Governing Organization Reviews and Approvals</b>	_____	Allow 8 to 20 weeks.								
<b>Fund Raising or Funding Approval</b>	_____	Fund Raising can take from 10 weeks to 52 weeks +. Grants can take from 16 weeks to 52 weeks +.								
<b>Procurement</b> (Bidding and Award of Contract)	_____	Allow 4 weeks to 12 weeks.								
<b>Building Permits</b>	_____	Allow 4 weeks minimum and an additional 4 weeks for Land Disturbance Permit (over 1 acre) and 4 weeks for a Ky Division of Water Permit (sewer connection over 150 feet away).								
<b>Site Preparation</b>	_____	Allow: 2 weeks for simple additions 6 weeks for buildings under 50,000 SF 10 weeks for buildings over 50,000 SF								
<b>Construction</b>	_____	Allow: 16 weeks for simple remodeling 32 weeks for simple additions 42 weeks for simple buildings 78 weeks for complex buildings								
<b>“Out of Season” Start of Site Preparation</b>	_____	<table> <thead> <tr> <th><u>Month of Start</u></th> <th><u>Added Weeks</u></th> </tr> </thead> <tbody> <tr> <td>March or September</td> <td>3</td> </tr> <tr> <td>February, October or November</td> <td>6</td> </tr> <tr> <td>December or January</td> <td>9</td> </tr> </tbody> </table>	<u>Month of Start</u>	<u>Added Weeks</u>	March or September	3	February, October or November	6	December or January	9
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March or September	3									
February, October or November	6									
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<b>Total Estimated Project Time</b>	_____	The next step is to study the links between tasks and determine where there can be overlap.								

### **Wolnitzek Architects**

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