



THE NEW BUILD CHECKLIST

**Stay On Track from Bare
Land to Dream Home**



WHY USE A CHECKLIST?

Building your first home is exciting — but there are many steps. Use this checklist to stay organized and avoid missing key tasks:

- ✓ Budget & finance
- ✓ Choosing the right section
- ✓ Design + consents
- ✓ What to do during the build & at handover

BEFORE YOU BEGIN

- Define your budget (include land, build, landscaping, contingency) – [see our guide Building Costs – A Future Homeowners Guide.](#)
- Arrange finance or pre-approval with your bank/lender.
- Research locations, sections, and zoning rules.
- Clarify goals: size, style, must-haves vs nice-to-haves.

CHOOSING YOUR SECTION

- Check sun, slope, access, and views.
- Review covenants, zoning, and council overlays.
- Get legal advice before you buy.
- Consider geotech or soil reports.

PLANNING & DESIGN

See our guide on [How Your Architect and Builder Should Work Together](#)

- Choose an architect/designer and a builder
 - Ask for references and view recent projects
 - Check LBP licence status and insurance.
 - Request upfront how the fee structure for professional services will work.
 - Compare any quotes: inclusions, exclusions, PC sums, timelines. – [see our guide What Makes Up Your Build Contract Price](#)
- Prepare concept plans and review against budget. Confirm materials, fixtures, and finishes early.
- Plan for energy efficiency and orientation where possible.

CONSENTS & APPROVALS – YOU CAN COMPLETE OR YOUR ARCHITECT/BUILDER CAN

- Apply for building consent (and resource consent if required)
- Gather geotech, structural and stormwater reports.
- Factor in consent fees and compliance costs.
- Allow time for council processing and RFIs.

DURING THE BUILD

- Confirm start date and milestone timeline.
- Have regular check-ins with your project manager.
- Track invoices, payments and variations.
- Lock decisions early (tiles, fittings, colours) to avoid delays.

AT HANDOVER

- Complete final inspection and snag list.
- Obtain Code Compliance Certificate (CCC).
- Receive warranties, manuals and as-built info.
- Confirm maintenance schedule with your builder, if you've chosen to include this.

READY TO START YOUR HOME BUILDING JOURNEY?

At McKay Brothers Building, we:

- ✓ Provide honest, upfront information
- ✓ Help you make informed decisions
- ✓ Keep projects on time and on budget

 Call us today on 021 614 246

 Email us at mckaybrothersltd@outlook.com

 Learn more about us at www.mckaybrothers.co.nz

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