



# DESIGN & BUILD PACKAGE

2026

*A QUICK GUIDE TO BUILDING YOUR DREAM HOME WITH  
GATCH WORKS' DESIGN & BUILD SERVICE.*

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## Your **Step-by-Step Guide** to our Design & Build Service

We're Gatch Works – a local, family-run building company based right here in Palmerston North.

Our Design & Build service was created to make the building journey as smooth and straightforward as possible. **Our process is built around trust, clear communication, and genuine care.**

This guide takes you through each stage of the journey. What to expect, when things happen, and how we work alongside you to **build a home you'll be proud of**, right here in the Manawatū.

Thanks for being here!

*-Mike & Sophie*



## At Gatch Works – We Build Like It's Our Own

At Gatch Works, we're not some big-name franchise where you're just another number. **We're a small, hands-on team** – which means when you build with us, you deal directly with the people who actually care.

Mike and Sophie run the business with **a focus on honest service, solid work, and making the build experience a great one.**

If that sounds like what you're after, we'd love to have a chat!



**100%**

Locally owned,  
operated, and  
based in Palmy

**87**

Construction  
projects  
managed in  
2025

**10**

10-Year Building  
Warranty backed  
by Licensed  
Builders

**6**

Full time  
builders + a team  
of trusted  
subcontractors



## Meet your team

### YOUR PROJECT MANAGER

Mike's the guy making sure your build runs smoothly from the ground up. With a passion for quality and a knack for making people feel at ease, Mike brings energy, experience, and a whole lot of personality to every project.

### CLIENT EXPERIENCE + DESIGN LIASON

With a natural flair for design and a love for architecture and interiors, Sophie brings creativity and order to the Gatch Works experience. She'll help you pull all the design elements together and turn your ideas into a cohesive vision. From mood boards to final selections, Sophie's here to guide you through the process and bring your dream home to life.

### BUILDING CREW

Led by our foreman Jack on site, our crew is a tight-knit team of hard-working, down-to-earth builders who take real pride in what they do. Our guys bring solid skills, good attitudes, and a genuine care for the work they do.

### SUBCONTRACTORS + SUPPLIERS

Over the years, we've built solid relationships with a trusted network of subcontractors and suppliers; people who share our high standards and work ethic. From plumbers and sparkies to painters, tilers, and joiners, we only work with trades we know and trust.



# Here is a **high level overview** of how your project will flow:

01

## **Stage 1: The Planning Stage**

At this point we just have a sit down chat to discuss your goals for the house.

02

## **Stage 2: Paperwork, Consents & Contracts**

Here we get the paperwork sorted, with a fixed-price contract and council consent, so we're all set for the build.

03

## **Stage 3: The Build Begins**

The build kicks off with the foundation and framing, all while keeping you updated with a clear schedule.

04

## **Stage 4: The Finishing Touches**

Interior finishes, kitchen and bathroom installations, and exterior landscaping make your new home shine.

05

## **Stage 5: Review for 100% Satisfaction**

We wrap up with final inspections, hand over the keys, and check in a few weeks later to ensure everything's perfect.



# STAGE 1: The Planning Phase



## 1.) INITIAL COFFEE CATCH UP

Let's grab a coffee and chat! This is where we sit down together and get to know what matters most to you. We will talk through your wishlist, budget, lifestyle, and any ideas you've been collecting.

1 week



## 2.) VISIT ON SITE

We'll meet you at the site to get a proper feel for the space—sun, slope, access, views—and talk through how to make the most of it. We'll also bring our architect along, so you get expert input right from the start.

1 week



## 3.) CONCEPT DESIGN & PRELIMINARY PRICING

We'll create a concept design based on our discussions and provide preliminary pricing, giving you a clear sense of costs early on.

2  
Weeks



## 4.) DETAILED DESIGN & SELECTIONS

Once the concept's looking good, we'll fine-tune the details and help you choose all the finishes, colours, and materials that suit your style. Exciting!

2  
Weeks



# STAGE 2: Contract & Consents



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## 5.) FIXED PRICE CONTRACT PRESENTED + SIGNED

Once all final selections are confirmed, we'll review the full contract with you to ensure every detail is clear and transparent—including timelines, specifications, and our staged payment schedule. Once the contract is signed and the initial deposit is received, your project is officially locked in and ready to move forward.

1 week



DEPOSIT PAID



6

## 6.) SUBMISSION TO COUNCIL FOR CONSENT

We'll handle all the paperwork and submit your plans to the council for consent, making sure everything is compliant. Current processing time for consents are 20 working days with PNCC but this could be longer depending on how busy they are.

Approx  
4 weeks



# STAGE 3: The Build Begins



## 7.) FOUNDATION WORK BEGINS

We kick things off with the groundwork and foundation—starting with site clearing, levelling, and compacting. Drainage is put in place, and our plumbers complete the necessary pre-slab work. Once that’s done, we box up the foundation, prep for the pour, and ensure everything is set out with precision.



*Approx  
4 weeks*



## 8.) PRESENTATION OF BUILDING SCHEDULE & COMPLETION DATE.

Once the slab is poured, we’ll provide you with a detailed build schedule and set a realistic completion date. This ensures you have a clear understanding of what’s happening at each stage—and when—so you’re always in the loop as your new home takes shape.



## 9.) FRAMES, TRUSSES, ROOF, CLADDING, WINDOWS

With the foundation set, we move into the structural stage—standing frames, installing trusses, and getting the roof on. This is where your home really starts to take shape.



*Approx  
6 weeks*



# STAGE 4: Finishing Touches



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## 10.) INTERIOR CONSTRUCTION + LININGS

With the exterior wrapped up and the house weather-tight, we shift our focus indoors. During this phase, the electrician and plumber will complete their internal works. We'll also install insulation and linings throughout the home, preparing the interior for the finishing touches to come.

*Approx  
6 weeks*



**PROGRESS PAYMENT**



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## 11.) PAINTING, FLOORING, KITCHEN INSTALLATION, BATHROOMS

Now the fun really begins. With linings complete, our painters get to work bringing your colour scheme to life. Flooring is laid, and your custom kitchen is installed with precision. At the same time, bathrooms take shape with vanities, tapware, tiles, and fittings all coming together.

*Approx  
6 weeks*



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## 12.) EXTERIOR LANDSCAPING

We'll add those final touches to the outside, like gardens, paths, and any landscaping details that make your home feel complete.

*Approx  
2 weeks*



# STAGE 5: Review & Completion



## 13.) CODE OF COMPLIANCE ISSUED, FINAL INSPECTIONS

Once construction is complete, we'll organise the final inspections to ensure everything complies with building regulations. Once approved, your Code of Compliance Certificate (CCC) will be issued by the council.

*Approx  
4 weeks*



## 14.) HANDOVER! GET THE KEYS TO YOUR NEW HOME

Before handover, we'll carry out a full walk through with you to ensure everything meets our high standards—and yours. Once the final payment is processed, we hand over the keys and officially welcome you into your brand new home. It's a proud moment for everyone involved!



\*\*\*Note: The timeline in the right-hand column is a general guide only.



# NEXT STEPS

Contact us today to schedule your initial consultation, and let's start planning the perfect home for you and your family. Whether you're just beginning to explore your options or are ready to break ground, we're here to guide you every step of the way.

# CONTACT US

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