



GUIDE  
TO BUILDING  
**NEW  
CONSTRUCTION**



YOUR *Paradise* TEAM



**COLDWELL BANKER | REALTY**



# WELCOME

## **WE ARE EXCITED TO GUIDE YOU THROUGH THIS JOURNEY!**

Thank you for trusting the Your Paradise Team with Coldwell Banker Realty to help guide you through the process of buying your new construction home. We are committed to ensuring that ALL your real estate needs are not only met, but exceeded! We have created this book for your convenience, and we hope it will be a valuable resource for you through this journey. While the process is outlined for you here, please know that we are here for you through its entirety. Your experience will be unique and we will adjust our service according to your wants and needs. Our focus is to give you all the tools and provide you with our professional guidance to allow you to BUY AND SELL WITH CONFIDENCE.

# MEET THE \_ TEAM



## TIFFANY

Tiffany graduated with a master's degree in higher education in 2007, where she grew a passion for the art of growing confidence through knowledge.

When Tiff and her family transplanted from the Midwest 10 years ago, she really learned how important it is to have a realtor who provides their expertise of the area to find a best fit, but also to educate people on the process. As a former college athlete with a competitive spirit, she utilized her skills to educate her customers and fiercely negotiate for the sake of the deal, ensuring everyone she works with becomes lifelong friends and customers, and refers her to others - enabling her to grow a successful business.

# MEET THE \_ TEAM



## BETH

Beth has been a resident of Sarasota for 24+ years, and after spending 10 years as a top producer for Sarasota's local community news publication, she switched careers and joined Tiffany in the real estate world.

Beth's knowledge of the local community, experience in marketing and sales, and passion for real estate make her the perfect person to help buyers find a home in the right community for them and their family.

## CAITLIN

Raised in Sarasota, Caitlin brings deep local roots, a people-first heart, and a love for helping others to every client. Her background in hospitality, construction, and yoga shaped her organized, authentic approach.

A proud mom to Luna and Stella, she loves life in Gulf Gate with her fiancé John and their pets — and is a trusted guide who knows the Gulf Coast by heart.



# **OUR COMMITMENT TO YOU**

## **01 DEDICATED SERVICE**

From the day you put your trust in us to help you purchase a home, we pledge to guide you through the process and help aid in a smooth transaction. This is our full-time business, and we look forward to being with you every step of the way!

## **02 HANDLING CHALLENGING CONVERSATIONS**

When repairs or changes in price need to be made, we will be your guide and handle requesting any repairs or changes in price with the listing agent and the sellers.

## **03 STAYING ON TOP OF THE PAPERWORK**

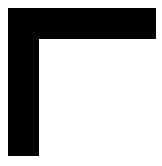
Buying a home involves many types of documentation. We have the experience and knowledge to navigate real estate contracts, ensuring that nothing is overlooked and that you truly understand what all paperwork means before ever signing.

## **04 NEIGHBORHOOD EXPERT**

Working daily in neighborhoods with inspectors, contractors, and negotiating with sellers, we have the market knowledge you need to get the best results from your purchase. Understanding the local real estate market can go a long way when it comes to making an offer on a house.

## **05 PROBLEM SOLVER**

We will work hard to protect all of your interests and take on any issues that may arise throughout the entire process -hopefully making buying a home a fun and stress-free process.



**01**

**IS NEW CONSTRUCTION  
RIGHT FOR YOU**





# QUESTIONS TO ASK YOURSELF

For many people, building a home is a once in a lifetime opportunity and can be really exciting! It can also, however, be intimidating, especially if you're not adequately prepared or have the right team behind you.

If you're thinking about building your custom dream home, here are some questions you should ask yourself before getting started.



# WHAT'S THE DIFFERENCE?



	NEW CONSTRUCTION	RESALE PROPERTY
Want peace of mind knowing that everything is new	✓	
Love the idea of fixing up a home		✓
Want less maintenance with few unexpected repairs	✓	
Don't mind the uncertainty of unexpected repairs		✓
Want increased energy efficiency and savings	✓	
Want the latest smart home technology	✓	
Prefer homes with old world character		✓
Want improved indoor air quality	✓	
Excited about the ability to customize the home	✓	
Prefer an established neighborhood with mature landscaping		✓
Would rather purchase now but move later	✓	

## WHAT'S YOUR SCHEDULE FOR STARTING?

---

- As soon as possible
- 1 to 3 months
- 3 to 6 months
- 6 months or longer

## WHAT IS YOUR BUDGET?

---

- \$200,000 to \$350,000
- \$350,000 to \$500,000
- \$500,000 to \$800,000
- \$800,000 to \$1,000,000
- \$1,000,000 +

## WHAT MAKES YOU EXCITED ABOUT BUILDING?

---

### **POSSIBLE CUSTOMIZATION**

Building a house from the ground up, you may have opportunities to personalize the details to suit your lifestyle and tastes.

### **LOWER MAINTENANCE**

Since new homes are built to meet current building codes and have up-to-date technology, no worries about big repairs or heavy maintenance issues for the first few years—meaning no leaky roofs or failing HVAC systems! Plus, many homebuilders offer a limited warranty if something should break.

### **LOWER ENERGY COSTS**

New homes feature the latest energy-efficient systems and materials, which usually leads to lower energy bills—woo-hoo!

### **NEWNESS**

Start fresh as the first owner of your home and enjoy brand-spanking-new systems, finishes and fixtures.

### **LOCATION**

Choosing the lot or land and the location.

# WHAT APPREHENSIONS DO YOU HAVE ABOUT BUILDING?

---

## LONGER WAIT TIME

Unless you are interested in “Move in Ready” homes, it typically takes an average of 6-8 months to construct a new home. This means there could be a gap in living arrangements between the time of selling the old place and building the new one.

## STRESS

Building could mean choosing the home design, picking out flooring, fixtures, cabinets, countertops, interior trim, exterior trim, and on and on it goes. It means making choices that stay within budget. Managing all the details that go along with building a home takes time, effort, and *solid decision-making*.

## BUSTING BUDGET

There are dollar signs to upgrade which can quickly drive up the price.

## FINANCING

Understanding how to do a construction loan vs a mortgage, timing, and costs.

## NOISE

Building a house where other new homes are being built, means construction noise and traffic. It will calm down as other homes get completed, but it's something to think about if your tolerance for noise level and messiness is on the low end.

## HOW LONG DO YOU PLAN TO BE IN THE HOME YOU BUILD?

---

- 1 to 5 years
- 5 to 10 years
- 10 to 20 years
- Our forever home

## DO YOU OWN LAND OR A LOT TO BUILD ON?

---

- No

## WHERE WOULD YOU LIKE TO BUILD?

---

- Lot in the city
- Lot outside of the city
- Out on land in the county
- Out on land outside of the county area
- Yes

## DO YOU HAVE A HOUSE TO SELL TO BE ABLE TO BUILD?

---

- No
- Yes
- Unsure – need to talk to our financial institution

# WHAT'S MOST IMPORTANT FOR YOUR FAMILY?

---

Rank these twelve criteria with the first (1) being most important and the last (12) being least important.

\_\_\_\_\_ We want plenty of room and amenities for my family.

\_\_\_\_\_ We entertain a lot so having a great place to throw a party is important.

\_\_\_\_\_ A home with the capacity to allow multi-generations (boomerang children and even their children or our parents to live with us) is something we need.

\_\_\_\_\_ The location of my new home is important for us and the type of lot/land.

\_\_\_\_\_ Having the builder meet budget and time agreements is critical.

\_\_\_\_\_ Having a customized design in our style done our way with quality custom features unique to just us.

\_\_\_\_\_ Saving energy with the latest "smart" insulation and energy-saving features.

\_\_\_\_\_ A low-maintenance home that accommodates mobility challenges or someone with a disability.

\_\_\_\_\_ A good return on our investment.

\_\_\_\_\_ Thoughtful space planning with relaxing, play, flex, and work-at-home office space to support the life we want to live.

\_\_\_\_\_ Outdoor space to live and entertain.

\_\_\_\_\_ Design and construction under the same roof, conveniently managing everything from within with a one-stop-shop, making it less stressful, more cost-effective, and easier to stay on schedule and budget.



# 02

## PICKING YOUR BUILDER



# DECIDE ON YOUR BUILDER

If you are looking at a planned development, find out if there is one builder or if the developer allows you to bring in your own builder. If you are looking at building on a lot that is not restricted to a particular builder, it's important to research builders in your area to find one that is reputable and stands by their work.

Unfortunately, some builders fail to deliver on their promises, cutting corners on materials, or even failing to finish certain details. Meet with different builders before you make your selection.

It's important that they are organized and communicate well. Make sure the builder has someone that is communicating with you through every step of the build so you know when your choices must be made and when each phase will be completed.

Check out your builder before signing anything. Find out if there are any complaints registered against them and ask for references from other homeowners. Find out if you can tour a model or a recently completed home and bring someone who can judge the quality of the workmanship.



# QUESTIONS TO --- ASK YOUR BUILDER

## **DO YOU HAVE TO USE THEIR PREFERRED LENDER?**

Many builders work with a preferred lender that offers attractive discounts on closing costs when you finance through them. It's important to know if the lender is working as a referral or if the mortgage company is owned by the same company that is building your home. If your lender and builder both work for the same company, it's a good idea to have an attorney review your contracts as an independent set of eyes. If you are not required to use their lender, talk to other lenders to see who can give you the best financing.

## **CAN YOU SEE A COPY OF THE BUILDER'S SALES CONTRACT?**

Builders use their own contracts that are similar to a regular sales contract but include additional terms specific to the building process, such as at what points during building the contractor gets paid, and what options you have to choose from. We can help you interpret the terms of the builder's contract before you sign.

## **WHAT IS THE TIMELINE FOR COMPLETION?**

This will depend on whether the build is a production home, meaning the builder is building select models throughout the development, or if you have hired the builder to build a custom home. Production homes can be completed in 4-6 months, whereas custom homes usually take a minimum of 8 months to complete. Regardless, the builder should be able to give you a timeline outlining each phase of construction. Factors affecting the timeline include weather, delays receiving building supplies, or the number of changes you make along the way.

# QUESTIONS TO --- ASK YOUR BUILDER

## **CAN YOU CHOOSE FEATURES, FIXTURES, OR APPLIANCES THAT ARE NOT IN THEIR SELECTED PACKAGES?**

Builders vary in customization options for features, fixtures, and appliances. Production builders typically offer limited choices within set packages, while custom builders provide greater flexibility, allowing you to select from a wider range or bring in your own items. Semi-custom builders offer a mix of both. Many builders also allow upgrades at an additional cost. It's important to discuss your preferences with your builder early on and review the contract for available options.

## **WHAT IS IN THE LANDSCAPING PACKAGE INCLUDED IN THE PRICE?**

Many people assume their finished home will look like the model or the graphics in the brochure, only to find out that the builder's landscaping package is the bare minimum, or even non-existent. You may choose to upgrade it or plan to add your own landscaping.



# QUESTIONS TO --- ASK YOUR BUILDER

## **CAN THE BUILDER CHARGE EXTRA FOR UNEXPECTED COST INCREASES?**

Look over the builder's contract carefully, or have an attorney do so, and note if there is an escalation clause that would allow the builder to pass cost increases onto you in the event that materials or labor costs increase during construction.

## **WHAT WARRANTIES ARE PROVIDED?**

Normally a builder offers a warranty lasting from six months to two years, possibly longer for some items. You should know what is covered under the builder's warranty and for how long. All the major structural items and mechanical systems are usually covered. Appliances are typically not, but they should come with a manufacturer's warranty. Damage from weather, shrinkage or expansion of the home or foundation, and anything resulting from the homeowner's failure to provide maintenance or from work done on the home after construction is not covered.

## **CAN YOU DO A FINAL WALKTHROUGH BEFORE CLOSING?**

Usually, there will be a "punch list" of items the builder needs to finish up at the end of construction. This may include a thorough cleaning, touch-up painting, repairing drywall nicks or scratches, last-minute trim work, caulking around cabinetry, changing out or re-keying door locks, and replacing landscaping that didn't survive planting. It's important that you go through the home before closing to make certain that every detail is taken care of before you sign the closing documents. If you and the builder agree that they will come back after closing to finish some details, make sure both of you have signed off on the list of what is still to be finished.



**03**

**NEW CONSTRUCTION  
HOME LOANS**



# HOW DO CONSTRUCTION LOANS WORK?

Construction loans usually have variable rates that move up and down with the prime rate. Construction loan rates are typically higher than traditional mortgage loan rates. With a traditional mortgage, your home acts as collateral — if you default on your payments, the lender can seize your home. With a home construction loan, the lender doesn't have that option, so they tend to view these loans as bigger risks.

Because construction loans are on such a short timetable and they're dependent on the completion of the project, you need to provide the lender with a construction timeline, detailed plans and a realistic budget.

Once approved, the borrower will be put on a draft or draw schedule that follows the project's construction stages, and will typically be expected to make only interest payments during the construction stage. Unlike personal loans that make a lump-sum payment, the lender pays out the money in stages as work on the new home progresses.

These draws tend to happen when major milestones are completed — for example, when the foundation is laid or the framing of the house begins. Borrowers are typically only obligated to repay interest on any funds drawn to date until construction is completed.

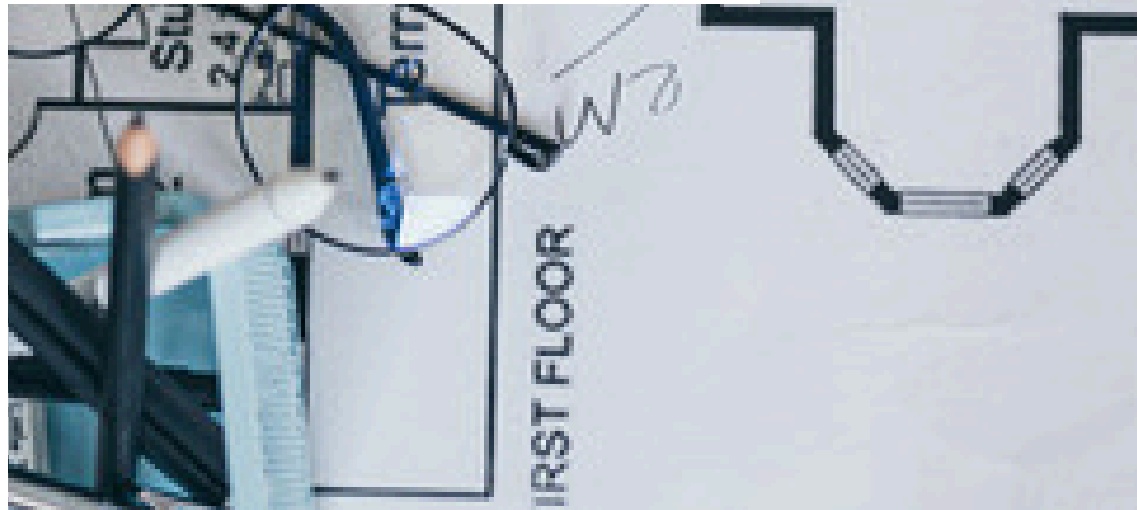
While the home is being built, the lender has an appraiser or inspector check the house during the various stages of construction. If approved by the appraiser, the lender makes additional payments to the contractor, known as draws. Expect to have between four and six inspections to monitor the progress.

Depending on the type of construction loan, the borrower might be able to convert the construction loan to a traditional mortgage once the home is built. This is known as a construction-to-permanent loan. If the loan is solely for the construction phase, the borrower might be required to get a separate mortgage designed to pay off the construction loan.

**UNLIKE PERSONAL LOANS THAT MAKE A LUMP-SUM PAYMENT, THE LENDER PAYS OUT THE MONEY IN STAGES AS WORK ON THE NEW HOME PROGRESSES.**

04

# NEW CONSTRUCTION TIMELINE OVERVIEW



# THE NEW CONSTRUCTION

# PROCESS



## **SITE & DESIGN SELECTIONS**

Questions to consider

Weigh the pros and cons

## **BUILDING QUOTE**

Choose a homesite

Choose your builder

Questions to ask builders

## **FINALIZE & CONTRACT**

Obtain pre-approval

Enter a contract with a builder

select your options

## **BUILD & INSPECT**

Walk throughs

Optional inspection

Punch list

Closing day

## **ENJOY FOREVER**

Obtain pre-approval

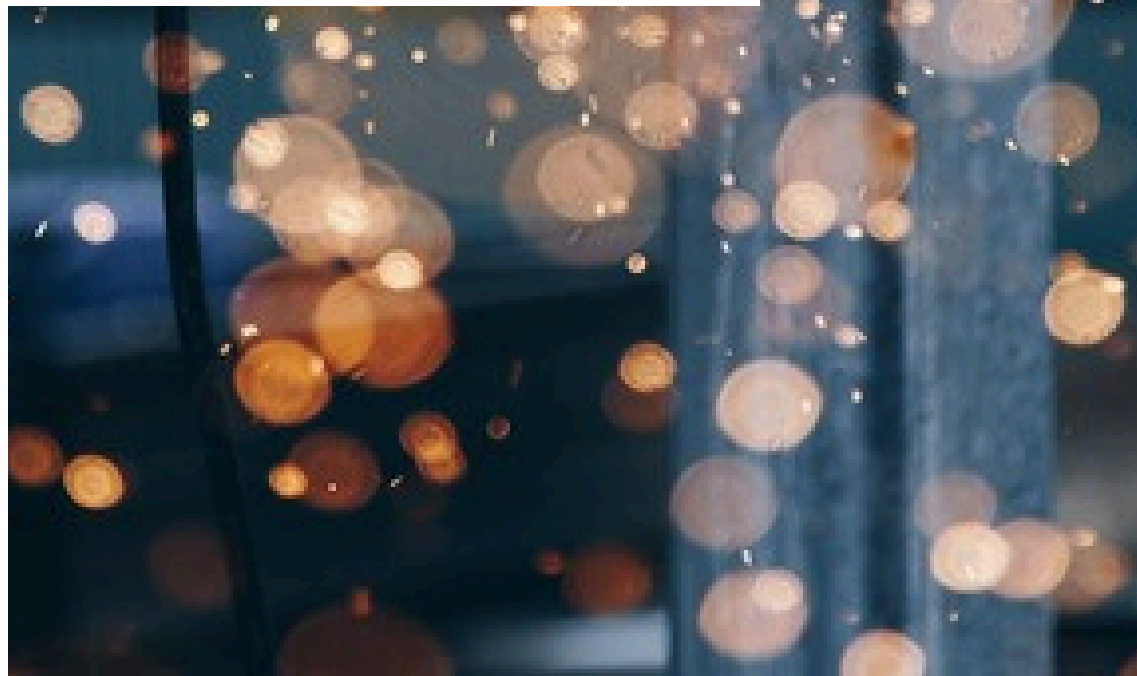
Enter a contract with a builder

select your options

┌

05

**START THE BUILD**



# HOMESITE RESERVATION

Now that you have selected your own-of-a-kind home, it's time to find the one-of-a-kind piece of land to place it on... the Homesite. Not every home fits on every homesite, so now that we know the plan, we will show you what homesites your plan fits on. Once you select your home site, it's time to do a 7-day refundable deposit called a Homesite Reservation. This will take your favorite one off the market for the next 7 days, then we will go over any other remaining questions you have before moving forward to the purchase agreement. Homesite Reservations are important because we can always duplicate the home but we can never duplicate the land.



# SELECTING OPTIONS FOR THE HOME

---

One of the advantages of purchasing a new construction home is that you get to choose all the features and finishes to customize the home for your lifestyle and personal preferences. This could include everything from the number of bedrooms and baths to choosing whether to add optional features such as an outdoor wet bar or built-in grill on the terrace.

While this can be very exciting for some, it can also be stressful for others as there are many decisions to be made. To help make this process less overwhelming, familiarize yourself with key terms and the selections process and allow plenty of time to make the decisions that will bring you happiness for years to come.



# UNDERSTANDING KEY TERMS

---

## STANDARD VS UPGRADE STANDARD FEATURES

Builders typically offer standard items that are included in the negotiated sales price of the home. This may include items such as standard flooring, cabinets, faucets, appliances, and more. Be sure you are clear about what items are included in the sales price of the home before you sign the contract.

## UPGRADE FEATURES

Available upgrades can vary greatly by builder. They may include structural options such as rear decks and finish options such as faucets, fireplaces, and lighting.

## STRUCTURAL VS FINISH OPTIONS STRUCTURAL OPTIONS

Structural options include items that impact how the home is built. Examples include whether you would like to turn a study into an extra bedroom, add a rear deck, or other changes to the home's layout. If you are purchasing a custom-built home, you will likely have more options to choose from than if you are purchasing a production home. These decisions need to be made early in the construction process.

## FINISH OPTIONS

Finishes refer to items that are the finishing touches of the home – cabinets, countertops, faucets, lighting, and more. Track home builders typically offer packages with few options to select while custom home builders may offer purchasers the option to select each individual option in the home or at least a wide variety of them. This is typically called mix and match as you can mix appliances, cabinetry or whatever you desire.

# UNDERSTANDING KEY TERMS

---

## PACKAGES

Builders may offer various packages, such as a standard kitchen package vs an upgrade kitchen package. You would not get to choose the individual items in the package (refrigerator, dishwasher, oven, etc) but would select all the appliances as a group. This type of options process may be preferred by those who would like to make fewer decisions and is likely offered more often by production builders.

## SPEC HOME

Due to various factors, builders may begin the construction process on a home site before anyone has purchased it. For example, if a builder is building a row of townhomes and all of the homes in the row have sold except for one, that home still needs to be built along with the others. If that home gets built to completion without anyone purchasing it, it is often referred to as a “spec home.” Spec homes are finished (or almost finished) homes that have a quick move-in timeframe.



# DESIGN SELECTIONS

THE STUDIO IS WHERE INSPIRATION & COLLABORATION COME TO LIFE.

Builders typically have a variety of resources to help you in the options selection process. While some builders may have a showroom, others may have model homes that feature various products. Visiting the showrooms and model homes is very useful for seeing color combinations and how the items will actually look in the home. Many builders will also have a dedicated staff member to help you with the selections process. This person will offer guidance on selecting options for your lifestyle, what items do or do not go well together, pricing and more. If construction on your home has started prior to your entering into a contract, it may be too late to choose certain options. The options you will be able to select will vary depending on how far along your home is in the construction process. For example, it may be too late to select structural options but you may still have time to select finish options. Selecting options is time-sensitive as it could impact how quickly your home gets built. Be sure to stay in communication with your builder on the necessary timing for options meetings. Between the time you select the options and the time they are put in the home, occasionally models may be discontinued and options may need to change. Most builders will work to ensure a comparable product is selected and will notify you of any change.



# TOP TIPS FOR SELECTING NEW HOME OPTIONS

# 1

## **CHOOSE WHAT MAKES YOU HAPPY**

This will be your home for years to come so select the features that suit your lifestyle and represent your personal preferences. Consider your present and future lifestyle: what are your activities, hobbies and entertaining style? Trends will come and go, so be sure to select items that appeal to you personally. And remember that neutrals never go out of style.

---

# 2

## **CONSIDER WHAT FEATURES WILL IMPROVE THE HOME VALUE**

It may be easier to justify spending money on upgraded options if you think they will help you sell the home in the future. Items such as upgraded kitchens, smart home technology and hardwood flooring are typically at the top of buyers' wish list for a new home.

---

# 3

## **MAKE SURE YOU DON'T EXCEED YOUR LOAN QUALIFICATION AMOUNT**

While that extra bedroom or bath may sound great, be sure to check with your lender so you do not exceed your maximum loan qualification.

# BUILDING BEGINS

## PRE-CONSTRUCTION MEETING

The pre-construction meeting is an important part of having your new home built and takes place after the contract is signed and before breaking ground. We know there are many important decisions that need to be made during a new home build, so the pre-construction meeting helps us ensure nothing was missed.

By reviewing each major and minor design feature of your home to verify all aspects of your home build are aligned with what you envision your dream home to be.

---

# BUILD PROCESS

**SITE PREPARATION**

**FOUNDATION**

**FRAMING**

**ROUGH IN MECHANICALS**

**INSTALLATION & DRYWALL**

**FINISH CARPENTRY & PAINTING**

**FLOORING AND FINISHING TOUCHES**

**HOMEOWNER WALKTHROUGH**

---

# BUILDER ORIENTATION

---

When construction permits are received and your home is released to start, your Personal Builder will contact you by phone:

- Introduce themselves and provide you with their contact info
- Discuss your home plan and specifications
- Give you details about the construction process

# FOUNDATION

---

Our foundations start with a professionally engineered foundation inspected by the Field Manager and local municipality to ensure strength and peak performance.

- Homesite prepared for construction
- Footer/foundation built
- Rough plumbing installed
- Slab poured
- Block walls constructed

Many inspections occur during this stage, to ensure your home is being built to that state's building codes as well as our high-quality standards.



# FRAMING

---

Industry-leading construction techniques (including manufactured roof trusses and wall panels) are used to create each home.

- Roof installed
- Interior walls framed
- Everything inside the walls is installed and inspected - Electrical, HVAC, insulation, etc.

# ROUGH IN MECHANICLES

---

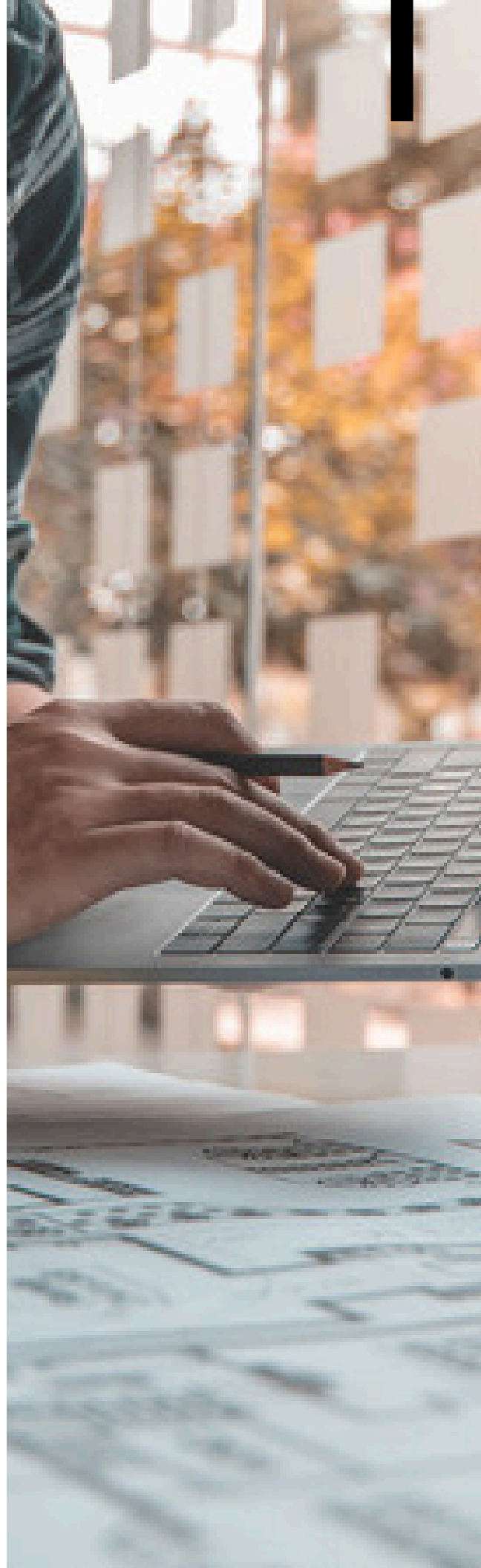
All mechanicals, which includes plumbing, heating, cooling, and electrical, will be roughed in following the completion of the framing stage. "Rough-In" consists of supply and drain lines for plumbing, wiring for electrical outlets and switches, and ductwork.

# INSULATION & DRYWALL

---

Most new construction today use framing that allows for optimal insulation. Once all mechanical inspections are completed, we will insulate the exterior walls. Once the insulation is completed and inspected, the drywall will be hung. After the drywall is completed, we schedule the insulation to be blown into the attic.

- Drywall
- Driveway poured



# FINISH CARPENTRY & PAINTING

---

Now the fun really begins! During this phase, all the choices you made during your selection meeting will come to life. Install of your trim and interior doors and completion of all other interior woodwork throughout your home, including cabinets, countertops, and vanities is next. Your walls and trim will be prepped and painted with your selected colors.

- Plumbing and HVAC fixtures
- Flooring
- Landscaping and sod
- Paint touch-up
- Finishing touches
- Quality control checks
- Full cleaning

# FLOORING & FINISHING TOUCHES

---


Your vision is almost reality-The look and feel of your custom home is nearly complete! After the painting is done, the hard surface flooring and carpet will be installed, in addition to the lighting and plumbing fixtures. After all finishing touches are complete, we will perform a final cleaning of your new home.

# INSPECTION / HOMEOWNER WALKTHROUGH

---

Once your home is nearing completion, you will meet with your Construction Manager who will introduce you to your new home and discuss how to operate and care for many of the components. At this time, we recommend having an inspection completed. This is typically an additional cost but can save you money in the long run. The inspection is an outside source who will look at the home and ensure nothing was missed. The inspector will create a list to have completed prior to final walk through. Next, you will want to start packing boxes—moving day is just around the corner!

---

A modern living room with a white sofa, wooden armchairs, and a woven ottoman. The room is bright and airy, with large windows in the background. The text "ENJOY YOUR NEW HOME" is overlaid in the center.

**ENJOY YOUR  
NEW HOME**

---

# TIPS TO HELP THE PURCHASING PROCESS GO SMOOTHLY

1

Do stay in regular communication with your builder. Do come prepared to meetings with any questions

---

2

Don't delay meetings, walk-throughs, and options selection as it could delay the construction timeline

---

3

Don't make other big purchases (such as a new car) before you close on your home

---

4

Don't change your job before you close on your home

---



WE LOOK FORWARD TO  
WORKING WITH YOU!



Tiffany Hamilton

Cell: 941.268.3820

[tiffany@yourparadiseteam.com](mailto:tiffany@yourparadiseteam.com)

Beth Jacobson

Cell: 941.586.9676

[beth@yourparadiseteam.com](mailto:beth@yourparadiseteam.com)

Caitlin Sweinsberger

Cell: 941.539.3703

[caitlin@yourparadiseteam.com](mailto:caitlin@yourparadiseteam.com)

COLDWELL BANKER REALTY  
423 ST. ARMANDS CIR., SARASOTA, FL 34236  
[WWW.YOURPARADISETEAM.COM](http://WWW.YOURPARADISETEAM.COM)