

REMOTE RENOVATION SCOPE WORKSHEET FOR NIGERIANS ABROAD

A practical planning guide for renovating my property in Nigeria without losing control of scope, spending, or stage progression.

ADD A PHOTO OF
THE PLACE YOU
WANT TO
RENOVATE HERE

BY: BUILDMYHOUSE



If you live abroad and want to renovate a property in Nigeria, this worksheet will help you define the work properly before the project starts running away from you. It is best you print it out.

WELCOME NOTE

Remote renovation can look simple from a distance.

Many people tell themselves:

- “It is just repainting.”
- “It is only a bathroom upgrade.”
- “We will know what else to fix once work starts.”

That is how many projects become expensive, emotional, and hard to control.

This worksheet is designed to help you slow down and define the project properly before money starts moving too fast.

It is especially useful if you are:

- renovating your parents’ home
- improving an inherited family property
- upgrading a house you plan to use later
- refreshing a rental or investment property in Nigeria



**ONE RULE TO REMEMBER:
IF THE CURRENT STAGE IS
NOT CLEARLY DEFINED, DO
NOT PROCEED AS THOUGH
THE NEXT STAGE IS READY.**

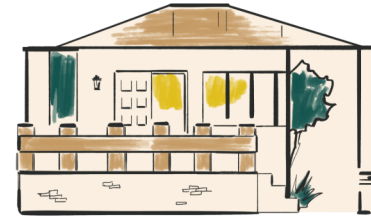
How to Use This Worksheet

This is not just a checklist. It is a mini guide with planning sections inside.

For each section:

1. Read the short explanation.
2. Answer the questions honestly.
3. Write down what is clear and what is still uncertain.
4. Do not move to the next stage of your renovation plan until the current section makes sense.

PROPERTY OVERVIEW



Before talking about tiles, paint, ceilings, or kitchen cabinets, you need to be clear about the actual property. A surprising number of renovation problems start because people assume everyone understands the same house, the same location, and the same current condition.

Fill This In

Property address: _____

State: _____

Who currently uses the property? _____

Is the house occupied right now? _____

- Yes
- No
- Partly occupied

Who is living there now? _____

What type of property is it?

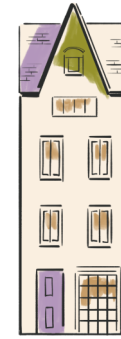
- Bungalow
- Duplex
- Flat/apartment
- Family house
- Rental property
- Other: _____

Approximate age of the property: _____

What is the main reason for renovating now? _____

 **Note:** If the property is occupied, your renovation planning must account for comfort, safety, access, noise, dust, and possible phased work.

RENOVATION GOAL



Many people start renovation with words like: “Make it modern”, “Upgrade it” or “Make the place nicer.” Those are emotional goals, not project goals. Your renovation needs a clearer direction.

Fill This In

What is the main purpose of this renovation?

- Improve safety
- Improve comfort
- Modernize appearance
- Fix long-term damage
- Prepare for rental
- Prepare for resale
- Prepare for family use
- Other: _____

In one sentence, what should be different when this renovation is finished? _____

What are the top 3 outcomes you want most?

1. _____
2. _____
3. _____

What would make this renovation feel like a failure, even if money was spent? _____

 **Note:** Try to answer this section in plain language. Do not think like a contractor yet. Think like the homeowner.

REPAIRS VS UPGRADES



This is one of the biggest places where remote renovation goes wrong. **Repairs** and **upgrades** get mixed together. A leaking roof is a repair. A more beautiful kitchen finish is an upgrade. A broken drainage line is a repair. Designer wall panels are an upgrade. If you do not separate these clearly, urgent work and optional work will compete for the same budget.

Fill This In

Essential Repairs

List the things that must be fixed for the property to be safe, usable, or structurally sound.

1. _____
2. _____
3. _____
4. _____
5. _____

Desired Upgrades

List the things that would improve the house, but are not emergency repairs.

1. _____
2. _____
3. _____
4. _____
5. _____

Questions to Answer

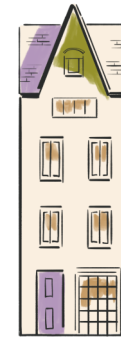
If budget becomes tight, which upgrades can wait? _____

Which repairs cannot wait at all? _____

Has anyone already confused an upgrade with a necessary repair? _____



ROOM-BY-ROOM SCOPE



People often say: "Let us touch the whole house small small." That usually leads to unclear scope, weak cost control, and endless additions. It is better to define each affected space clearly.

Fill This In



Living Room

What exactly is changing? _____



Kitchen

What exactly is changing? _____



Bathrooms

What exactly is changing? _____



Bedrooms

What exactly is changing? _____



Roofing/Ceiling

What exactly is changing? _____



Exterior

What exactly is changing? _____



Electrical

What exactly is changing? _____



Plumbing

What exactly is changing? _____



Windows/Doors

What exactly is changing? _____

Other Areas



Guidance: For each space, think in this order:

1. What is broken?
2. What is outdated?
3. What is optional?
4. What would be expensive to reopen later if ignored now?

LIVE-IN FAMILY CONSIDERATIONS



This section is especially important for parents' homes and occupied family houses. A renovation can be technically good and still be badly planned for the people living inside it.

Fill This In

Will anyone still be living in the property during renovation?

- Yes
- No
- Not sure

If yes, who? _____.

Which spaces must remain usable during renovation?

- Bedroom
- Bathroom
- Kitchen
- Sitting room
- Access route
- Other: _____

Would temporary relocation be safer during any stage? _____.

What health or comfort issues should be respected?

- Elderly occupants
- Children
- Limited mobility
- Noise sensitivity
- Dust sensitivity
- Medical condition
- Other: _____

Important Question

What part of this renovation plan is realistic only if nobody is living in the house? _____



Guidance: Occupied-house renovation needs more patience, more sequencing, and more respect for the people inside the home.

STRUCTURAL OR COMPLIANCE-SENSITIVE WORK



Many diaspora homeowners assume renovation is informal because the building already exists. That assumption can create risk in Lagos. If your property is in Lagos and the renovation goes beyond light cosmetic work, verify early whether compliance or permit steps may apply.

Fill This In

Will the renovation involve any of the following?

- Roof replacement or major roof correction
- Structural crack repair
- Wall removal
- New wall creation
- Extension/addition
- Staircase work
- Drainage reconstruction
- Major plumbing rerouting
- Major electrical rerouting
- Exterior modification
- Balcony/terrace changes
- Other: _____

Which part of the work feels bigger than ordinary cosmetic renovation? _____

Has anyone said “we can sort out the paperwork later”? _____

 **Guidance:** If the work feels structurally meaningful, pause and verify before moving ahead too casually.

LAGOS PERMIT CHECKPOINT



Many diaspora homeowners assume renovation is informal because the building already exists. That assumption can create risk in Lagos. If your property is in Lagos and the renovation goes beyond light cosmetic work, verify early whether compliance or permit steps may apply.

Fill This In

Is the property in Lagos State?

- Yes
- No

If yes, have you checked whether this type of renovation requires official approval or permit action?

- Yes
- No
- Not yet sure

Who is responsible for verifying this? _____

What have they confirmed so far? _____

If nothing has been confirmed yet, what is your next action? _____

 **Reminder: Do not treat permit/compliance issues as something to discover only after money has gone deep into the work.**

STAGE BREAKDOWN



Renovation becomes dangerous when it feels like one long blur of activity. The safer approach is to break the work into stages.

Fill This In:

Your likely Stage 1:

Your likely Stage 2:

Your likely Stage 3:

Your likely Stage 4:

Your likely Stage 5:

Your likely Stage 6:

Key Questions:

What must be true before Stage 2 can begin?

What must be true before Stage 3 can begin?

 **Core Rule:** If the current stage is not genuinely complete, do not proceed to the next stage.



PAYMENT APPROVAL DISCIPLINE



This is where many remote renovation projects lose control. Money is often sent because: the update sounds urgent, family is pressuring you, workers are already around, someone says delay will make things worse. That is not the same as a stage being complete.

Fill This In

What should trigger payment for each stage?

What kind of proof do you want before approving the next payment?

- Photos
- Videos
- Material list
- Stage explanation
- Contractor note
- Independent confirmation
- Other: _____

What would make you pause a payment even if someone is pressuring you?

Who can pressure you emotionally during this project?



Guidance

Your payment logic should follow:

1. **scope**
2. **stage completion**
3. **satisfaction**
4. **next-stage readiness**

Not urgency alone.



FINAL REFLECTION PAGE



Write Your Renovation Summary

In one paragraph, describe your renovation in the clearest way possible.

Your Top 3 Risk Areas

1. _____
2. _____
3. _____



Your Top 3 Next Actions

1. _____
2. _____
3. _____



BEFORE YOU MOVE TO THE NEXT STAGE: FINAL PRE-PROGRESSION CHECKLIST



Before the project moves forward, ask:

1. Is the current stage clearly defined?

- Yes
- No

2. Is the work actually complete enough for progression?

- Yes
- No

3. Has any new issue appeared that changes scope?

- Yes
- No

4. Has anyone explained what belongs to the next stage?

- Yes
- No

5. Are you satisfied enough to let money move forward?

- Yes
- No

6. If you are feeling rushed, do you know exactly why?

- Yes
- No

7. Are you moving forward because the project is ready, or because you are tired of resisting pressure?

 Final Rule for Diaspora Homeowners: Do not proceed because the site looks busy. Proceed because the stage is complete, understood, and worth approving.

RENOVATING FROM ABROAD SHOULD FEEL STRUCTURED, NOT CHAOTIC

If this worksheet helped you think more clearly, that is exactly the point. The safest remote renovation process is not the one with the sweetest promises. It is the one with the clearest scope, strongest stage control, and best visibility into what is actually happening.

ADD A PHOTO OF
YOUR ALREADY
RENOVATED
SPACE

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