

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 1	<b>Sill Plates and Laminate Beam</b>		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Build Square Sill Plate (Sect. 1.1-1.2)</b>		
	Check foundation measurements against blueprint dimensions		
	Mark foundation for chalk line location, adjusting as foundation requires	Sill plate chalk lines have been adjusted for bows in foundation walls	
	Install sill seal	Sill seal is no more than 4" wide and held 1" back from chalk line	
	Install sill plate and caulk interior joint	Sill plate is square and anchored <b>tightly</b> Sill plate/concrete interior joint is caulked	
	<b>Install Laminate Beam (Sect. 1.3)</b>		
	Cut lam beam members after 2 independent measurements confirm length	Cut length is 1" less than overall length from pocket to pocket	
	Install lam beam members in beam pockets and nail together	Lam beam members nailed together with three 16d nails staggered on both sides of the beam every 16-18"	
	Position lam beam in beam pockets and install permanent bracing	Beam is properly located in pocket and flush with top of the sill plates on both sides; green wedges installed to prevent movement	
	Attach support posts to lam beam	Top post plates flush with beam on finished side of basement	
	Straighten and level lam beam	Lam beam is level with no visible sags, rises or waves	
	Attach two temporary 2x4 or 2x6 braces from sill plates to lam beam	Temporary braces are located between future joist locations	
	Plumb and anchor support posts to concrete pads	Threaded adjustment screw and screw plate of the support post rest on the concrete pad; turning pin removed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 2	<b>Cap the Foundation</b>		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Install I-Joists &amp; Sillbox (Sect. 2.1-2.3)</b>		
	Install I-joists with crown up	I-joists toenailed to lam beam with one 3" Paslode nail on each side	
	Install laminate and I-joist framing around stairwell opening	Layout conforms to both House Plan and I-joist Plan	
	Install rim board with crown up	Rim board attached to each I-joist 2-3/8" Paslode nails; caulk between rim board and sill plate	
	Install end blocking	Top and bottom flange of each end blocking attached to rim board with 2-3/8" Paslode nails and toenailed to I-joist with 8d nails	
	Fasten 1/2" OSB to outside face of the rim boards	OSB does not extend above the top of the rim board; OSB and rim board seams are staggered by 2'; OSB nailed at each I-joist flange and every 1' into sill plate using 2-3/8" Paslode nails	
	Install and caulk 2" of foamboard in sill box	Foamboard installed tightly and caulked around anchor bolts, if required	
	Caulk all exterior joints and gaps	All exterior joints and gaps are caulked	
	<b>Install Floor Sheathing (Sect. 2.4)</b>		
	Caulk basement wall/floor joint and any cracks in the floor	Ensure continuous bead of caulk along the entire joint	
	Snap chalk line across floor joists at 48" from outside edge		
	Apply continuous bead of glue and nail first sheet of OSB centered on the sixth floor joist	All sheets glued with a continuous bead and attached with 2-3/8" Paslode or 8d nails (7 on the edges and 5 in the field)	
	Complete first row of sheathing, adjusting floor joists to maintain 16" centers	Seams between sheets have a maximum gap of 1/8"	
	Complete sheathing entire deck, adjusting floor joists to maintain 16" centers	Sheets are staggered so no seam runs the width of the deck	
	Trim where necessary at the edges of the deck but leave 1-1/4" overhang at top of stairs	All nails hit floor joists; remove and re nail those that don't	
	Install temporary safety floor (joists and decking) in stairway opening	Stairway opening is securely sealed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 3	Layout Deck and Plates		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Lay Out Exterior Walls (Sect. 3.1)</b>		
	Check deck edges for straightness, adjust location of chalk lines if needed and snap exterior chalk lines	Chalk lines are clear, square, sprayed, and compensate for any deck overhang variations	
	Cut, tack together, label and place top and bottom plates	Plate joints are tight and corners overlap 5-1/2" per House Plan Top plate joints fall on headers and bottom plate joints under king/jack pair Plates are labeled with location and orientation	
	Mark location of windows, doors, partitions and studs on the outside edges of plates	Window and door rough openings and locations are correct and labeled	
	Mark intersections of inside walls on inside edges of plates	Location of intersecting walls marked properly	
	Layout parallel walls at the same time to ensure accuracy	Studs are marked on 24" centers starting at zero corner; extra studs are located as necessary for OSB sheathing per house plan	
	<b>Lay Out Interior Wall Plates (Sect. 3.1)</b>		
	Lay out and snap interior chalk lines	Chalk lines are clear, square, sprayed.	
	Cut, tack together, label and place top and bottom plates	Plates labeled with location and orientation Top plate joints located over king/jack pair	
	Mark location of doors and studs	Door rough openings and locations are correct and labeled; 3" available for trim Studs located on 24" centers	
		Tub plumbing wall correct size and center open for plumbing pipes	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 3	<b>Build Door and Window Components</b>		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Build Exterior Components (Sect. 3.2)</b>		
	Cut and label 2x4, 2x6 & 2x10 component parts per computer-based bar chart	All pieces cut to correct length and labeled, using cut sheets	
	Assemble components with 16d nails per cut sheets	King and jack studs nailed with one crown up and one crown down	
		All components assembled per drawing with 82" precut jacks field cut to fit flush with the king and header	
		Window "H's" pre-assembled, then nailed to kings	
		All surfaces flush and tightly nailed together	
		Nail frequency and placement (12" spacing into alternate sides) correct, with no nails protruding	
		Number and sizes of components correct	
	Label component header with size from plan	Headers labeled with unit size	
		Exterior doors have 1X6 nailed to bottom of header	
	<b>Build Interior Components (Sect. 3.2)</b>		
	Cut and label 2x4 component parts per computer-based bar chart	All pieces cut to correct length and labeled, using cut sheets	
	Assemble components with 16d nails per cut sheets	All components assembled per drawing	
		All surfaces flush	
		Nail frequency and placement (12" spacing into alternate sides of king and jack) correct, with no nails protruding	
		Number and sizes of components correct	
	Label component header with size from plan	Headers labeled with unit size	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 3	Layout and Build Stairs		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Calculate and Cut Stringers (Sect. 3.3)</b>		
	Measure floor height at stair end and calculate run/rise	Number of steps matches plan	
	Lay out, cut, and check first stringer	Layout accounts for deck and basement flooring and notched for basement anchor	
		Layout accounts for landing, if required	
	Copy and cut remaining stringers	Stringers cut with crown up and with precise, clean corners	
		Risers vary no more than 3/16" (per code)	
	Landing, if required, is installed	Landing supports touching the floor are green treated.	
	<b>Install Stairs (Sect. 3.3)</b>		
	Install framing below deck		
	Locate and attach 2x4-OSB sandwich to stairway walls		
	Install stringers, anchored at top, bottom, and sides	First rise from deck and last rise to floor correct	
		Top of stringers anchored properly with angle brackets and 3/8" x 1-1/2" lag bolts	
		Outside stringers nailed properly to walls	
		Bottom green wood support nailed to floor and does not protrude beyond end of stringers	
		Risers and treads are plumb and level	
	Install temporary treads with one 8d nail per side, two per tread	Temporary treads anchored properly and do not interfere with future sheet rock	

# Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 4	Build and Erect Walls		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Frame Exterior &amp; Interior Walls (Sect. 4.1)</b>		
	Frame long walls first		
	Separate plates, maintaining proper orientation		
	On <b>inside surface</b> of plates scribe a vertical line corresponding to <b>stud</b> marks on the plate edges		
	Crown and place studs (kitchen walls require crown-free studs). Place window and door components between top and bottom plates	All studs are square to plates, aligned with lines and flush with plate edges with crowns up	
	Field cut and install cripples below window sills on stud centers	All cripples are installed on stud centers below window sills	
	Nail each joint and put two rows of nails into headers	All components are properly located with "headers up" and flush with plate edges	
		Top and bottom plate sections are tightly abutted	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

<b>Chapter 4</b>	<b>Build and Erect Walls</b>		
<b>Completed</b>	<b>Task Description</b>	<b>Quality Check Points</b>	<b>Progress Notes</b>
	<b>Erect Exterior Walls (Sect. 4.2)</b>		
	Erect long walls first in complete sections		
	Tack bottom plate along chalk line on the outside of the plate and square wall with exact diagonal measurements	Bottom plates aligned closely to chalk line	
	Cut and install foamboard to insulate the L-corner		
	Nail 4'x8' sheathing at each end with 8d nails every 3" on edges and in the field. Nail other sheathing per house plan		
	Stand up wall, align ends and inside edge with chalk lines. Caulk plate.	Do NOT caulk under door plates	
	Brace ends from top of wall to rim joist. Install at least one turnbuckle brace mid-wall. Tilt slightly outward to make room for adjoining walls		
	Erect adjoining walls. Remove exterior "tilt" braces and nail corners flush at top and along edges. Install at least one turnbuckle brace mid-wall.	Short walls fit closely between long walls; corners flush at top and along edge and nailed every 12"	
	Plumb all corners and and nail diagonals to each wall	Walls square and corners plumb	
	Install mid-wall exterior OSB sheathing per house plan	Exterior sheathing is located per plan and nailed on 3" centers; no nails have missed a stud; interior edges of sheathing centered on stud	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 4	Build and Erect Walls		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Erect Interior Walls (Sect. 4.2)</b>		
	Build longer walls intersecting with exterior walls first		
	Stand up wall sections, align with chalk lines and marks on top/bottom plates	Walls aligned with chalk lines and with marks on top and bottom plates	
	Build and erect remainder of walls, aligning with chalk lines and plate markings.	Walls nailed through decking into floor joists wherever possible	
	Attach 3/4" OSB sheetrock blocking at corners and intersections	OSB sheetrock blocking installed at all corners and intersections	
	Extend closet floor into the stairway opening while meeting headroom requirements	Stairway closet framing as per manual	
	Plumb all interior walls and brace	Bathtub wall separations exactly 60-1/8" with center of plumbing wall open for piping	
	<b>Straighten Exterior Walls (Sect. 4.3)</b>		
	Ensure a <b>very tight</b> string mason line around house; check for consistent thickness of bridging	Gap between mason line and wall varies less than +/- 1/8"	
	Adjust bracing in or out to align wall with mason line		
	Add additional bracing if necessary		
	Repeat until all exterior walls are straight and braced		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 4	Build and Erect Walls		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Top Plates (Sect. 4.4)</b>		
	Attach 2x6 top plates to all exterior walls, with minimum 4' overlap at corners and plate joints	All corners and joints overlapped with required minimum lengths	
	Notch exterior plates 2" to accept connecting interior wall top plates	Exterior plates notched 2" at intersections with interior walls	
	Attach 2x4 top plates to all interior walls	Top plates extending into exterior plate notches must be a minimum of 16" long	
	Nail plates above each stud and every 8-10 inches above headers	Top plates nailed properly using 16d nails	
		Edges of top plates flush with wall plates at sides and ends	
	<b>Build Porch Framing (Sect. 4.5)</b>		
	Measure width of porch concrete slab and calculate porch dimensions	Outside edges of framing are 3" inside outer porch slab dimensions	
	Attach 2"x6"x4' supports to house frame; attach double 2"x6" joist hangers to 4' support pieces		
	Assemble double 2x6 side frames, nail tightly to joist hangers, level w/temporary posts	Ends of side braces are tight to the house wall braces and securely anchored	
	One at a time, place and nail each of front double 2x6 frame pieces		
	Square frame, making sure it is also square to the house, and attach permanent diagonal braces to the frame at all 4 corners	Frame is square and braced; assembly is square to the house	
	Set post anchor plates and secure with masonry screws ( <b>not</b> Remington)		
	Individually measure and build each support post; cover with vinyl sleeves	Each post has greenwood base.	
	Set, plumb, and anchor posts to frame and anchor plates	Support posts are plumb, covered with vinyl sleeves, and anchored top and bottom	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 4	<b>Build and Erect Walls</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Frame Basement Walls (Sect. 4.6)</b>		
	Seal all cracks and separations in concrete slab or walls		
	Attach 1" foam to foundation walls and wall tops in living areas with foamboard adhesive	Foam and wall framing around egress windows installed 1/4" from <b>outside</b> edge of window jams	
	Lay out wall locations, snap lines, cut and lay out top/bottom plates	Door crude openings (width & height) per plan with 82" jacks in living areas	
	Install 2x4 or 2x6 scabs between joists at least every 24" apart where wall is parallel with joists		
	Construct walls by cutting studs to fit, plumb, and anchor to floor and joists	Each bottom plate section and anchored to floor with minimum of 2 Remington anchors	
		Door rough openings are 1" higher than normal to accommodate Dri-core	
	Install blocking for walls and ceiling sheetrock	3/4" OSB blocking installed for wall rock and 2x4 or 2x6 blocking installed for ceiling rock	
		Stairway walls plumb and flush with stair opening	
	<b>Sheath Exterior Walls (Sect. 4.7)</b>		
	Cover OSB sheathing with 1/2" foamboard, nailing 8" apart on 24" centers	Button nails at least 1-1/2" away from door and window frames and all joints are tight	
	Cover remainder of house with 1" foam, nailing 8" apart on 24" centers	Bottom of sheets resting on top of Z-flashing; seam caulked	
	Cut out window and door openings	Window and door openings cut out cleanly at sides and corners	
	Tape all joints with 3" sealing tape	All joints and corners taped well (smooth with minimum wrinkles)	
		Foam installed under doorways	
		Scrap foam stored in basement	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 5	Trusses and Roofing		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Roofing Prep (Sect. 5.1)</b>		
	Install wall jacks and center plank	Four 16d nails in each jack	
		Three jacks per 24' plank; two jacks per 16' plank	
	Set planks on jacks and secure with bolts	Plank (and ladder, if used) secured	
		Planks bolted to jack with washer on top	
		Wood plank joiner installed between 2 adjacent planks	
	Install back brace support	Back brace support (railing) installed	
	Cut gable sub fascia to fit; mark for location		
	Attach foam board and 2x4 blocks to gable trusses	2x4 sub fascia spacer blocks attached every 32" with two 16d nails	
	Build two L-shaped gable truss supports and attach to house with 20d nails	Gable truss supports are secured with 20d nails at top plate, center, and bottom of wall and located to avoid interfering with fascia end blocks	
	Install drainage plane material as per manual		
	Mark the top plate for truss location on eave walls	Marks at 24" o.c. from zero corner	
	<b>Install Trusses (Sect. 5.2)</b>		
	Center the first truss so the overhang is equal on both ends (use of a string line is optional)		
	Install remaining trusses with overhang equal to preferred side of first truss	Trusses attached using four 16d nails through truss cord metal bracket	
		Measure the overhang on only one side for all but the first truss	
	Install gable end trusses and then install a diagonal safety 2x4 from the gable end near the top to an interior wall	Gable trusses are nailed with a 60D spike in the pre-drilled hole in the top cord of truss.	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 5	Trusses and Roofing		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Porch Trusses (Sect. 5.3)</b>		
	Confirm gable truss foam has been installed		
	Continue with 24" spacing of trusses from house trusses using metal truss-lock braces	Trusses attached using four 16d nails through truss cord metal bracket	
		Trusses installed on same plane as house trusses with aligned truss tails	
	Install 2x4 against gable truss to support porch roof sheathing		
	Fir the porch gable for soffit		
	<b>Install Roof Sheathing (Sect. 5.4)</b>		
	Snap chalk line across all trusses at a distance from the tail of the trusses that depends on the total length peak to tail	First row of sheathing runs along the chalk line	
	Nail a sheet of OSB to the chalk line	Sheets are staggered so no seam runs the height of the roof	
	Nail cut sheets of OSB to the chalk line so that 1' hangs over the gable end	8d nails installed on every truss - seven on the edges and five in the field	
	Complete first row of sheathing, adjusting trusses to maintain 24" centers	All nails hit trusses; remove and re nail those that don't	
	Complete sheathing entire roof, adjusting trusses to maintain 24" centers	One H-clip installed between each truss	
		1-1/2" opening on each side at the peak for ridge vent	
		Maintain truss spacing for the two trusses nearest the gable ends - usually 23-1/4" for the first common truss and greater than 24" for the last common truss	
	Remove the truss gable end supports		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 5	<b>Trusses and Roofing</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Sub Fascia and Gable End Spacers (Sect. 5.5)</b>		
	Install 2x6 sub fascia on all sides of the house and porch roofs using straight or crown up material	Sub fascia installed under gable end sheathing, crown up	
		Sub fascia nailed to 2x4 spacer blocks with two 16d nails	
		Sub fascia is straightened before OSB is nailed to it	
		Sheathing nailed to sub fascia with 8d nails at 1' intervals	
		All sub fascia joints are centered on a truss tail or spacer block and nailed with two 16d nails	
	<b>Install Truss Bracing (Sect. 5.6)</b>		
	Install lateral truss bracing so it doesn't interfere with scuttle hole location (check house plan)	Laterals are attached with two 16d nails in each truss and are spaced a maximum of 10' apart	
		Laterals run the length of the house perpendicular to the trusses and overlap at least two trusses	
		Truss spacing is on 24" centers	
	Cut one end of each X-brace at 20 degree angle	Two 16d nails at each intersection of truss and X-brace	
	Install X-bracing with cut end at gable	X-brace will not interfere with ceiling sheet rock	
		One end of X-brace is nailed to gable truss	
		All four corners of the house have X-bracing installed	

# Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 5	Trusses and Roofing		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Timber Screws/L-Clips (Sect. 5.7)</b>		
	Install timber screws through the bottom of the plate into the truss.	One timber screw per truss installed with a corded drill and nut driver	
	Plumb walls before installing L-Clips	Free standing walls are plumb both ways	
	Install L-Clips on interior walls where they cross a roof truss	Short sides of L-clips are nailed to the top plate	
		Long sides of L-clips are attached with a nail in the slot that is pounded tight and is in the top of the slot	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 6	Shingle the Roof		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Shingle the Roof (Sect. 6.1-6.8)</b>		
	Install gutter apron	Gutter apron and drip edges are wrinkle free. Nailed with roofing nails and pieces overlapped 3"	
	Install ice and water shield - valleys first, edges second	Ice and water shield on all edges and in valleys. Seams overlap 6"	
	Install roofing felt, drip edge, starter strip and flashing (if required)	Successive rows of felt lay flat and are overlapped 3". Ample staples used.	
		Starter strip installed with adhesive strip face down and is closest to the edge of the roof.	
	Install shingles - start with porch side of any valleys and then work out from there	Shingle seams are staggered per manufacturer's recommendation (see instructions on bundles)	
		Valley shingles nailed 6" away from the valley	
	Install ridge vent and cap shingles	Felt does not cover ridge vent.	
		Cap shingles installed over roof vent with 2 1/2" roofing nails. Nail heads are covered with tar.	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 7	<b>Siding Prep, Install Doors and Windows, Insulation Prep</b>		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Siding Prep (Sect. 7.1)</b>		
	Attach J-blocks and tape		
	Install dryer vent and air exhaust vent and tape	Ensure correct taping around J-blocks and vents	
	Mark and snap chalk lines along all four walls for: (1) bottom of F-channel, (2) top of starter strip, and (3) top of skirting; and along eave walls for bottom of gable end corner	All lines are present, readily visible, and level	
	Install metal skirting to chalk line with 2-1/2" siding nails every 12-18"	Skirting hangs on nails with 1/8" gap, held back 3" from each corner and all seams overlapped by 3"	
	Install skirting for inside and outside corners	Corners nailed every 8"-12" tight to the F-channel and bottoms run 1" past the starter strip	
	Install starter strip to chalk line	Starter strip is straight, nailed every 5 slots, and positioned 4" short of each corner	
	Snap quality check chalk lines at 9 1/4" and 41-1/4" above the bottom of the starter strip	Siding quality check chalk lines present, readily visible, and level	
	Fabricate a fascia corner box and install	Fascia corner box installed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 7	<b>Siding Prep, Install Doors and Windows, Insulation Prep</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Windows (Sect. 7.2)</b>		
	Confirm window measurements correspond to rough openings		
	Caulk top, bottom and sides of exterior rough opening		
	Caulk sill and install drainage plane material on the sill of windows	Window properly caulked and sill pan installed	
	Place window unit in rough opening and shim on top of sill pan to vertically center and level	Shims placed on top of sill pan, under corners of windows and in the center of double windows; shims are trimmed	
	Nail straight in, using 2-1/2" siding nails in every slot of the flange	Every slot in the window flange has a nail; all nails driven in straight	
	Tape the sill pan, then the side flanges, to the foamboard with Weathermate Construction Tape. Then apply Weathermate Straight Flashing Tape to the top flange	Side and top flanges taped appropriately in shingle style; sill pan taped to foamboard	
		Bottom frame of window is level, reveals are consistent and window opens and closes freely	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 7	<b>Siding Prep, Install Doors and Windows, Insulation Prep</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Exterior Doors (Sect. 7.3)</b>		
	Check dimensions of rough opening		
	Apply Weathermate Straight Flashing Tape to the threshold of the rough opening	Tape extends 2" up the side of each jack stud	
	Apply "Threshold Seal" tape snug to corners	Tape does NOT extend up the jack studs	
	Check hinge side stud for plumb		
	Install door maintaining correct spacing between jamb and jacks	Uniform reveal at top and sides	
		Brickmould is tight to foam on all sides and is nailed properly	
	Set all nails and caulk all nail holes	All nails set and puttied/caulked	
	Install corner seal pads	Corner seal pads installed and door hits weatherstripping evenly on all sides	
	Install door knob, dead bolt and strike plates	Door opens and closes freely and latches snug to the strike plate; deadbolt easily engages and disengages	
	Apply 2-3 layers of blue painters tape to threshold	Masking tape protects oak threshold	
	Apply Weathermate Straight Flashing Tape on the joint between the brickmold and the foamboard, first on the sides and then the top of doorway	Top flashing overlaps side flashing in shingle style. Tape does NOT extend more than 3/4" onto the brickmold (to ensure it is covered by the J-channel)	
	Install door window trim screw hole plugs, if door has a window	All door window trim screw holes plugs are installed properly	
	<b>Install Cedar Toe Kick Trim (Sect. 7.4)</b>		
	Install 3/4" OSB filler piece	OSB must be a minimum of 1" above the concrete	
	Install cedar toe kick trim with rough side out and set nails	Cedar trim should be 1/8" above the concrete	
	Caulk bottom edge of kick trim with clear caulk		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 7	<b>Siding Prep, Install Doors and Windows, Insulation Prep</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Range Plenum &amp; Bath Fan (Sect. 7.5 and 7.6)</b>		
	Install range plenum and end cap per House Plan	Range plenum centered over center of stove, properly sealed, and its top is located 71-1/2" above the floor	
	Install bath fan and end cap per House Plan	Bath fan located to achieve straight exhaust duct run, as per House Plan	
	<b>Install Proper Vents &amp; Wind Washing Baffle Guard (Sect. 7.7 and 7.8)</b>		
	Install proper vents tight to the foamboard and stapled to the trusses	Four staples per side of proper vent; bottom and side edges are taped to prevent windwashing	
	Install wind washing baffle on houses with porches on the eave end of the house	Sheets of 1" foamboard are installed between trusses extending up 24" or to within 2" of the roof sheathing	
	<b>Install Scuttle Hole (Sect. 7.9)</b>		
	Install scuttle hole per House Plan	Scuttle hole is 28" long and located per House Plan	
	<b>Install Blocking (Sect. 7.10)</b>		
	Install blocking for shower stall and handicap grab-rail	Grab-rail blocking is 33" above floor	
	Install blocking for sheetrock	Blocking for sheetrock is installed	
	Install blocking for stairskirt and stair handrail	Location of handrail blocking recorded for future rail installation 28" above the nose of the stair	
	Install blocking for closet pole hangers	Closet pole blocking is 70" above the floor	
	Install blocking for mailbox and porch rail	Blocking for mailbox and porch rail is installed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 8	Siding		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>General Installation (Sect. 8.1)</b>		
	Install J-channel around doors, exhaust vents, and under gable end F-channel	J-channel nailed tight every 5 slots	
	Install F-channel and undersill trim to chalk lines	Undersill nailed tight every 5 slots; F-channel nailed tight to chalk line every 12"	
	<b>Install Soffit and Fascia (Sect. 8.2)</b>		
	Measure and cut soffit pieces 1/4" less than distance from wall to outer edge of sub fascia		
	Install soffit piece into F-channel and attach to fascia using soffit nail	Soffit is installed square to the eave and tight to the bottom of the F-channel	
	Install eave fascia first, starting at the rear of the house	Fascia is free of wrinkles; each piece is at least 60" long and nailed from the bottom edge, stopping 1/8" short of fascia	
	Install gable fascia, starting at the bottom		
	Install porch ceiling sub-soffit structure		
	Install soffit and fascia on the porch ceiling		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 8	Siding		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Siding (Sect. 8.3)</b>		
	Check the elevation of each course as it is installed by measuring up from the bottom of the first course	The bottom of each course is spaced @ 8" multiples - 8", 16", 24", etc. - up from the bottom course.	
	Start siding side walls at rear of house.	Siding pieces overlap 1" and are held back 1/4" from corners, J-blocks and J-channels	
	For first row of any side, calculate pieces needed so no piece is shorter than 36"	No pieces are shorter than 36" on all courses	
	Attach siding by nailing 2-1/2" nails straight into a stud, leaving 1/8" gap	Each piece nailed straight into studs with at least two nails. Nails are positioned in the center of the slot with a 1/8" gap between nail head and surface of siding	
	Visually inspect installation after every course	Siding courses are level and corners match	
		Siding seam overlaps are staggered 36", repeating every fourth row.	
		Top of the fifth course is aligned with the quality check line at 41-1/4" up from the bottom of the starter	
		Last course on eave sides easily locks into undersill and remains locked into course below	
	<b>Install Shutters (Sect. 8.4)</b>		
	Install shutters using pins cut to a 2-1/4" length	Shutter corners match window corners, with no gap between shutter and window.	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 9	Install Insulation		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Airsealing (Sect. 9.2)</b>		
	Caulk all holes in electrical boxes, rigid foam edges over headers, and rigid foam in sill boxes	All electrical boxes and rigid foam edges are sealed	
	Caulk or spray foam holes in all interior and exterior studs and holes in all top and bottom plates of interior and exterior walls	All holes (with and without wires) are foamed in all plates, external studs, and external wire holes	
	Caulk or spray foam all holes or gaps in the foam board or OSB that are visible from inside the house	All holes in foam board or OSB are sealed	
	Caulk or spray foam all rim joist penetrations such as dryer vent, plumbing pipe, etc., and any other outside penetrations	All rim joist and outside wall penetrations are sealed	
	Apply <b>minimal expansion foam</b> (gap >1/4") or caulk (gap < 1/4") around doors and windows	Minimal expansion foam and/or caulk placed around doors and windows	
	Install baffle to prevent blown insulation from spilling into the porch roof	Ceiling baffle at porch <b>firmly</b> installed	
	Fill door and window headers with two 1" foam layers and caulk	Headers filled with foam and caulked	
	<b>Install Insulation (Sect. 9.3)</b>		
	Install 6" fiberglass batt in external walls	Fiberglass batts are all one piece, slit at pipes and wires, notched behind electrical boxes, snug on all edges, and fluffed	
	Attach 10' wide poly on ceiling trusses using staple guns and tape seams	Ceiling poly has 12" hanging down walls, 2' overlap on all seams, and is taped. Electrical boxes and duct openings are snug. Corners are tucked to 90 degrees	
	Attach 8' wide poly on external walls using hammer tackers and tape seams	Wall poly has 2' overlap, seams are taped except in corners, and electrical boxes are snug and taped (if necessary)	
	If tub drain pipes are installed, cover hole with OSB and seal tight with caulk or spray foam	Tub drain hole sealed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapters 10 - 11	Install Sheetrock		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Install Ceiling Sheetrock (Sect. 10.1)</b>		
	Check for ceiling blocking		
	Mark location of ceiling trusses and ceiling electrical boxes on wall		
	Install sheetrock perpendicular to ceiling trusses with staggered joints	Sheets are perpendicular to ceiling trusses and joints are staggered	
	Rout out ceiling electrical boxes and duct openings by running the RotoZip spiral saw OUTSIDE the box	Screws are 6" back from wall where sheetrock abuts interior or exterior wall plates	
	Cut ceiling sheetrock for use as a scuttle hole cover and attach 3/4" OSB to top side	Every screw head is recessed below the surface of the sheetrock; remove and rescrew those that don't hit wood	
	Install 3-1/2" wide ceiling sheetrock strips in scuttle opening		
	Cut scrap foam board to maximum width of 22" and spread them out between trusses in the attic	Scrap foam board placed between trusses starting with the widest pieces first (preventing air gaps under insulation)	
	<b>Install Wall Sheetrock (Sect. 11.1)</b>		
	Check for wall blocking		
	Mark location of studs, electrical boxes and heat ducts on floor		
	Install upper row of sheetrock, overlapping corners of doors and windows by at least 6"	Sheetrock overlaps upper edges of doors and windows by at least 6"	
	Install lower row of sheetrock snug to upper piece (use foot lifter)	Sheetrock abuts but does not overlap shower flange	
	Rout out all electrical boxes by running the RotoZip spiral saw OUTSIDE the box	Every screw head is recessed below the surface of the sheetrock; remove and rescrew those that don't hit wood	
	Install strips of foamboard and sheetrock on window sill	All foamboard is covered by sheetrock (per Building Code)	
	Install moisture/mold resistant sheetrock on three walls above the bathtub	Moisture/mold resistant sheetrock installed on three walls above the bathtub	

# Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapters 12	Painting		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Paint Interior Walls &amp; Ceiling (Sect. 12.1)</b>		
	Prime walls, ceilings and scuttle hole cover	No lap marks or drips on painted surfaces	
	Finish coat walls, ceilings and scuttle hole cover	Brushes used to "cut in" all corners and to paint surfaces that cannot be reached with a roller	
	Stain stair skirts, closet poles, and hand rail	Brushes and rollers are cleaned after each use	
		Open windows to provide fresh air and leave the tops of windows (under the eaves only) cracked open when you leave	
	In cold weather, stage underlayment, Dri-core and compressor inside the house		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 13	Underlayment and Stairs		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Install Underlayment (Sect. 13.1)</b>		
	Prepare surface for underlayment: scrape, sand, vacuum and eliminate squeaks	No floor squeaks. Sub floor seams have been sanded - no nails sticking up. Floor has been scraped and is clean of all debris	
	Cut and place first row of underlayment along chalk line 47-3/4" from wall	Underlayment seams are staggered, not aligned with sub floor seams and have gaps less than 1/8"	
	Staple underlayment <b>one sheet at a time</b> to the subfloor starting at the center of each sheet	Underlayment sheets extend slightly under doorjamb and plaster wall	
	Check and recheck that staples are in the gun	Underlayment edge centered under the door when closed	
	Protect wall from stapler exhaust	Register openings have not been covered up with underlayment	
	Continue cutting, placing and stapling sheets	Staples are actually installed	
		Staple interval is 3" in the field and 1" on the edge (3/8" from the edge of the sheet), staples are parallel with the grain	
		Click test with putty knife or scraper indicates all staples are below surface of underlayment	
	<b>Dri-Core installation (Sect. 13.1)</b>		
	Start in hallway and determine the best layout to minimize narrow edge pieces	Dri-core rows are staggered to avoid a 4 point corner	
	Starting in central area of hallway, lay Dri-core tiles, trimming as necessary at the walls	Space between the Dri-core and wall is about 1/4"	
	Use Dri-core seating tool to avoid striking tongues when seating tiles		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 13	Underlayment and Stairs		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Finish Stairs (Sect. 13.2)</b>		
	Install the skirtboards	Nails are countersunk and filled with putty	
	Install treads and risers	Treads are secured with adhesive and three 3" screws per stringer; Risers are secured with two 1-5/8"-2" screws per stringer	
	Locate handrail blocking, adjust if necessary		
	Install the handrail	Handrails are continuous except at an intermediate landing or wall where the horizontal offset between the two rails is less than 12"	
		Handrail brackets are installed into blocking and within 18" of the ends of the handrail	
		Top of handrail is between 34" and 36" above the stair tread nose and the ends of the handrail are returned	
	<b>Insulate and Install Scuttle Cover (Sect. 13.3)</b>		
	Install plastic sheet to top of the OSB cover, and Weathermate tape to the bottom, 12" overhang on each end		
	Place a stack of matching pieces of foam to equal 8" on top of the plastic, wrap the plastic up over the foam, and tape in place	Foamboard same size as cover base. Plastic tightly wrapped on all 4 sides.	
	Install 2 strips of weatherstripping around the scuttle hole opening	No gaps in weatherstripping	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 14	Install Interior Doors, Storm Doors, and Trim		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Install Swinging Doors (Sect. 14.1)</b>		
	Check opening for size, door swing, wall thickness, hinge side plumb		
	Scrape plaster as necessary for good trim fit		
	Set door on 3/8" shims if carpeted area, plumb, shim hinge side if necessary, anchor hinge side with 2-1/2" Paslode finishing nails	Hinge jamb nailed on both sides of the doorstop at all three hinge locations	
	Shim top and latch side, adjust for equal reveal at top and sides, anchor with 2-1/2" Paslode finishing nails	Strike jamb nailed on both sides of the doorstop opposite top and bottom hinges and above and below door latch; door reveal uniform at top and sides	
	Install precut casing, glueing mitered corners and attach with finishing nails	Miter joint tight and glued; trim fits tightly to wall and door jam with uniform reveal along jam	
	Install doorknobs, strike plates, and door stops	Door opens, closes freely and latches snug to the strike plate and uniformly against doorstop	
	Set and putty all nail holes	All nails set and puttied	
	Remove and label doors in prep for carpet installation		
	<b>Install Sliding Doors (Sect. 14.1)</b>		
	Install track and trim. Set nails and putty	Door track located 2" inside opening Trim piece installed flush with wall at top and ends	
	Attach door hangers, hang doors and plumb	Front door is positioned closest to room door w/pulls at outer edges. Door edges flush with walls and hang within baseboard trim	
	Cut and install guide block and screw to floor at center of opening	Guide block positioned with long dimension into closet	
	Drill and install door pulls	Door pulls positioned 36" from floor and approximately 1-1/2" from edge	
	Remove and label doors in prep for carpet installation		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

<b>Chapter 14</b>	<b>Install Interior Doors, Storm Doors, and Trim</b>		
<b>Completed</b>	<b>Task Description</b>	<b>Quality Check Points</b>	<b>Progress Notes</b>
	<b>Install Storm Door(s) (Sect. 14.2)</b>		
	Determine door swing	Door swing is correct	
	Assemble door and install hardware		
	Shim crude opening if necessary to hold latch gap to 1/8" or less	Weather stripping seals and sweep touches sill w/o interfering with closure	
	Install door, door return, and safety chain, adjust closing speed	Door return closes and latches door easily at acceptable speed	
	Install plastic strips covering screws (if required)		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

<b>Chapter 14</b>	<b>Install Interior Doors, Storm Doors, and Trim</b>		
<b>Completed</b>	<b>Task Description</b>	<b>Quality Check Points</b>	<b>Progress Notes</b>
	<b>Install Registers and Baseboard Trim (Sect. 14.3)</b>		
	Scrape excess plaster near the floor		
	Install cold air and heat registers, holding 3/8" off the floor above carpeted areas		
	In carpeted areas, install baseboard trim per plan, 3/8" off the floor, nail to bottom plate		
	Over vinyl flooring, install trim flush to the floor		
	In the basement, install baseboard trim 3/8" above flooring, nail to studs.		
	Glue all outside corners and cope all inside corners	All corners mitered or coped as appropriate and are a tight fit	
	Set and putty all holes	All nails set and puttied	
	<b>Install Shelving (Sect. 14.4)</b>		
	Before installing center bracket, check for blocking in center of closet wall		
	Fasten three or more brackets to studs/blocking in closets, 69-1/4" above floor	Shelves are level, screwed to brackets, and white edges are visible	
	Cut shelving and pole 1/4" short and fasten to brackets	Closet poles are screwed to brackets	
	Install shelf over washer/dryer (if required), 57" above floor	Center bracket attached to block or stud nearest the center of the wall	
	<b>Install Bathroom Accessories (Sect. 14.5)</b>		
	Install bathroom mirror, towel bars, toilet paper holder, shower curtain bar, grab bars if required	Mirror is centered over vanity, 6" above backsplash	
		Towel bars, paper holder, grab bars installed per manual	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 14	Install Cabinets		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Install Kitchen Upper Cabinets (Sect. 14.6)</b>		
	Check cabinet layout drawing and confirm units available		
	Install cabinet blocking strips		
	Hang upper corner cabinet to 84", shim, level, plumb, attach with 1-1/2" cabinet screws into wall blocking	Window cabinets equidistant from window frame	
	Hang, shim, level additional upper cabinets; join stiles w/ 2-1/2" construction screws	All cabinets level and plumb. All stiles flush top and sides.	
	Cut hole for electrical outlet above range; glue and screw 1" pine strips on underside of cabinet to hold exhaust fan	Opening cut in cabinet over stove for vent electrical outlet	
	Install range hood	Range hood properly sealed	
	Trim cabinet ends if required	Door tops/bottoms same level	
	<b>Install Kitchen Floor Cabinets (Sect. 14.6)</b>		
	Check for floor register under sink; cut opening if necessary	All stiles flush top and sides.	
	Fasten carousel unit to two adjoining units and install in corner	Spacers installed if required	
	Connect adjoining units, installing spacers if required	Door tops/bottoms same level	
	Install 2x4 scrap in corner to support counter top	Scrap 2x4 at correct level	
	Install toe board and grill		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 14	Install Cabinets		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Kitchen Counter Top (Sect. 14.6)</b>		
	Dry fit, scribe, trim back splash to fit; glue and assemble corner	Gap between counter tops for range is 30-1/8"	
	Glue and screw 3/4" pine strips w/ <b>1-1x4" waferhead screws</b> to underside of countertop for mounting. Screw 3/4" pine strips onto the mounting strips at the ends of each cabinet (not in the sink cabinet).	No screws through counter tops	
	Glue a 3/4" x 3/4" filler strip to front rail of sink cabinet. <b>(Do not nail with Paslode.)</b>	3/4" x 3/4" filler strip installed under front of sink cabinet	
	Attach counter tops w/ <b>2" screws</b> through two 3/4" pine strips.	Maximum gap between counter top and wall is 1/8"	
	<b>Install Bathroom Vanity (Sect. 14.6)</b>		
	Check House Plan for location, cut holes for plumbing		
	Level and screw cabinet to wall with 2-1/2" cabinet screws	Cabinet screwed to wall	
	Dry fit, trim, install counter top	Linen cabinet stile precisely notched for vanity counter top; maximum gap between counter top and wall is 1/8"	
	<b>Caulking (Sect. 14.7)</b>		
	Caulk around all electrical boxes and fan port	Electrical boxes caulked tightly so there is no gap between sheetrock and electrical box	
	Caulk where all window frames meet plaster and where the tub frame meets plaster	All window and tub frame edges abutting plaster are caulked tightly	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

<b>Chapters 15</b>	<b>Final Cleanup</b>		
<b>Completed (Site Leader Please Initial)</b>	<b>Task Description</b>	<b>Quality Check Points</b>	<b>Progress Notes</b>
	<b>General Cleanup (Sect. 15.1)</b>		
	Clean surfaces such as windows, showers and sinks, countertops, floors	All surfaces are clean	
	Remove all scrap	All scrap removed	
	<b>General Finish Work (Sect. 15.2)</b>		
	Re-hang doors removed for carpet installation	All doors are re-hung	
	Touch-up plaster and paint	Walls are free of marks	
	Check that all nails have been set and puttied	All nails set and puttied	
	Lay clean cardboard over all kitchen vinyl, living room carpet, all walkways, and into bedrooms	Cardboard laid on all traffic areas	
	<b>Final Installations (Sect. 15.3)</b>		
	Hang mini-blinds	Mini-blinds and cord wraps are installed	
	Caulk kitchen and bathroom counter tops	Caulk smooth with no gaps	
	Install appliances per manufacturer's directions	Stove and refrigerator installed	
	Install porch rails	Porch rails secured to porch posts and front wall of house	
	Install house numbers on porch post	House numbers installed 12" below the soffit of the porch	
	Install mailbox on the knob side of front door or on the porch rail	Mailbox installed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 16	Build Shed		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Build Shed Components (Sect. 16.1)</b>		
	Assemble two 4'x8' platforms per shed plan with treated 2x4s; square and cover with 3/4" treated plywood;	Platforms are square and plywood flush to outside of 2x4 frame; nailed every 6"	
	Build four 2x4 wall frames per shed plan	Studs cut to 80", layed out on 24" centers	
	Cover each wall frame with 1/2" OSB per plan	Each finished panel square; OSB is rough side out and overlaps all panels 3/4" at bottom and short walls 3-1/2" at ends; nailed every 3"	
	<b>Build Roof Sections (Sect. 16.1.5)</b>		
	Center and lay out truss profile on 4x8 sheet of 1/2" OSB and cut two triangles to cover gable end trusses; nail to two trusses	OSB is rough side out and is flush to outside of horizontal and angled truss chords; angle nailed every 6" with no protrusions	
	Build two roof sections, each with three roof trusses on 24" centers; tie three trusses together with one 48" 2x4 nailed to three upright cords	Ends of 48" 2x4 are flush with outside edges of end trusses; middle truss is centered	
	Cut two 4x8 sheets of 1/2" OSB per plan to cover lower portion of both sides of both roof sections. Measure and cut one additional sheet to cover upper portions.	OSB is rough side out and is flush to outside of both end trusses and flush to ends of truss tails; long dimension of OSB is oriented across trusses for strength; all sheets are angle nailed 6" apart with no protrusions	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 16	Build Shed		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Assemble Shed Components (Sect. 16.2)</b>		
	Level 9'x9' stone pad at home site per house plan	Location conforms to set-back requirements	
	Screw two halves of platform together with 3" decking screws on 24" centers, alternate sides. Turn platform over and level	Joint is flush on all sides. Platform is level and edges firmly supported by stone base	
	Set and brace one long wall on platform flush to ends and nail bottom plate to platform at ends and middle	Lower sheathing is tight to outside of platform but not nailed	
	Set one short wall with 3-1/2" OSB overlapping long wall. Angle nail 2x4 corner together with five 3" Paslode or 16d nails; repeat with second short wall	Corners are tight and lower sheathing is tight to platform; corner nails are angled and not protruding; corner OSB is not nailed	
	Install doorway wall and nail 2x4 corners		
	Verify that platform is level; all joints are tight and plumb. Nail overlapping sheathing at corners and to the platform; finish nailing bottom plates to platform	Entire assembly is square and plumb; bottom plate nailed between all studs; OSB nailed tight at corners and to platform	
	Position roof sections on walls with gable ends over door and back wall. Align and nail center trusses, align truss tails, nail gable trusses though top plates, anchor trusses with timber screws.	Center trusses aligned at tail and peak, no nails protruding. Truss tails aligned, overhang side walls evenly on both sides. Roof sheathing flush.	
	Confirm platform is level and door frame is plumb. Install door per manual. Install drip cap over door casing and house wrap shingled over cap	Platform is level and wall plumb. Door swings normally and latches firmly. House wrap over drip cap in shingle fashion.	
	Cut and install subfascia on gables and eaves	Corner joints tight. Eave subfascia straight	
	<b>Side the Shed (Sect. 16.3)</b>		
	Mark points 1/2", 30", and 75-1/2' below subfascia and snap lines around the shed; cut corners to 78-1/2" and install		
	Install starter strip and siding as usual.	Siding overlap not seen from the front and uniformly spaced at 8"; nails loose for movement	
	Install soffit and fascia on eave sides only		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 17	Miscellaneous Construction Projects		
Completed (Site Leader Please Initial)	Task Description	Quality Check Points	Progress Notes
	<b>Zero-Grade Construction (Sect. 17.1)</b>		
	Procedures and quality checkpoints TBD		
	<b>Garage Construction (Sect. 17.2)</b>		
	Establish chalk lines	Chalk lines straight and visible on all foundation surfaces	
	Measure and cut wall plates	Top and bottom plates cut for all walls per Plate Layout Drawing specs. Bolt clearance holes drilled on bottom plate	
	Mark window and door locations on exterior wall plates	Location of king/jack studs and dimension for all doors and windows are marked on top and bottom plates	
	Lay out studs on exterior wall plates	Stud locations are layed out 24" o.c.	
	Erect garage walls	Bottom plates are secured on top of sill seal to the foundation bolts. Walls are nailed to the house walls and braced at the other end. Overhead door's laminate beam is installed and nailed together.	
	Straighten exterior walls	Entire assembly is square and plumb	
	Install top plates and sheath walls	Top plates installed on all walls. Walls are sheathed w/1/2" OSB flush with bottom plate	
	<b>Frame Porch Roof Valleys (Sect. 17.3)</b>		
	Procedures and quality checkpoints TBD		
	<b>Build Bilevel Deck (Sect. 17.4)</b>		
	Procedures and quality checkpoints TBD		

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 17	<b>Miscellaneous Construction Projects</b>		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Linen Closet (Sect. 17.5)</b>		
	Layout 4 shelves at heights of 24", 40", 56" and 72" from floor	Shelf supports are parallel to the floor	
	Cut 2" wide strips of 3/4" pine board for shelf cleats		
	Secure cleats to studs at each height location	Cleats secured with 2-1/2" screws	
	Cut shelving to fit and install by laying shelves on the cleats	Shelves fit snugly and don't rock	
	<b>Install Bifold Closet Doors (Sect. 17.6)</b>		
	Install track, trim, and pivot holes. Shim for carpet if required. Set and putty nails	Door track located 1-3/4" inside opening. Nail holes puttied	
	Drill and install door pulls	Door pulls installed on inner door sections 36" above floor	
	Align door edges and tops	Door edges parallel to walls and to each other and even at top	
	Install length of baseboard flush with the top edge of the door opening using 2-1/2" Paslode nails	Baseboard installed and extends 1-1/2" on either side of the door opening	
	Remove and label doors in prep for carpet installation		
	<b>Install Rural Mailbox (Sect. 17.7)</b>		
	Install mailbox per manufacturer's instructions - typically at a height of 42"-48" from the road surface to the bottom of the mailbox with the post centered 24" from the curb or road edge	Mailbox installed	

## Construction Checklist

Greater Fox Cities Area  
Habitat for Humanity

Site Location: \_\_\_\_\_

Chapter 17	Miscellaneous Construction Projects		
Completed	Task Description	Quality Check Points	Progress Notes
	<b>Install Egress Ladders and Covers (Sect. 17.8)</b>		
	Mount ladder centered between inside foundation wall and the house		
	Orient the ladder so curved ends are at the bottom		
	Attach the ladder using 3-4" wedge anchors (red head anchors)	Ladders are installed securely	
	Position egress cover so it is centered over the egress foundation		
	Secure the cover to the foundation using 1-3/4 to 2" Tapcon® screws	Egress cover is centered over the egress foundation and opens completely, clearing the house of any exterior penetrations	