



Home Building Task Checklist

* This checklist was adapted from information provided by Consumer Advocate, Tom Landis of OwnerBuilder.com



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
PRECONSTRUCTION PHASE						
ZONING						
Land Use						
Easements, Set Backs						
Access, Street Improvements						
Utilities Available						
HOUSE PLANS						
Purchase Standard Plans						
Architect Original Drawings						
Specifications						
Architect Manage Job						
Engineer-Loads & Spans						
Draftsman						
LOT SURVEY						
House & Driveway						
Well Location						



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
Septic Location						
Fire Hydrant & Truck Access						
Plot Plan						
FINANCIAL - LOAN						
Land Cost						
Interest on Land						
Interest on Const. Loan						
Closing Costs						
SEWER & WATER HOOKUP						
HEALTH PERMIT						
Fees						
Percolation Test						
Soils Engineer						
INSURANCE						
IMPACT FEES						
BUILDING PERMITS						
Fees						



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
Inspection Schedule						
CONSTRUCTION PHASE						
SPECIAL & DRY IN MATERIALS						
Rough Hardware, Misc.						
Lolly Columns						
Steel Beams						
Rough Lumber, Trusses						
WINDOWS/OPENINGS						
Windows, Grills, Screens						
Exterior Doors, Screens						
Skylights and Light Tubes						
DEMOLITION						
LOT CLEARING						
Debris Removal & Clearing						
Dump Fee						
Bury Stumps, etc.						



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DRIVEWAY, rough						
Grade						
Base Rock, Culverts						
UTILITIES						
Temporary at start-up						
Transfer to permanent						
WELL OR PUBLIC WATER						
SEPTIC OR PUBLIC SEWER						
LAYOUT HOUSE FOOTPRINT						
Establish Finish Floor Height						
Set Back Distances						
DIG FOUNDATION						
ROCK PROBLEM						
PREPARE FOR FOOTINGS						
Lay out and excavate						
Form, Rebar, Grade Pegs						
POUR FOOTINGS & PADS						



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
Yards of Concrete						
SET BRICK POINTS						
TERMITE TREATMENT						
RADON CONTROL						
FOUNDATION WALLS						
Block/Course						
Piers						
Pour Wall, Yards of Concrete						
Lintels, Rebar						
Parging						
Cement, Sand, etc.						
WATERPROOF FOUNDATION						
COLUMNS/BEAMS SET						
UNDERGROUND PLUMBING						
BRICK/STONE, to finish grade						
GARAGE DOORS						
Openers						



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Trim, Backing, Weatherstrip						
DRAIN TILE						
FIRE PLACE - INTERIOR						
Pour Hearth						
Firebox, or Set Prefab						
Brick or Stone Facing						
PREPARE CONCRETE SLABS, ETC.						
Gravel, Wire, Poly, Grade Stakes						
Labor to Prepare for Slab						
Rebar, Wire, Form Boards						
Labor-Prepare, Form other Concrete						
Deck & Post Hole Footings, etc.						
POUR CONCRETE SLABS						
Concrete						
Rebar, Wire, form boards						
SPECIAL BACKING, BLOCKING						
BACK FILL (Rough)						



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CHIMNEY (Exterior)						
Block, Flue						
Brick, Stone						
Prefab Fireplace & Piping						
FIRE SPRINKLER SYSTEM						
ROUGH-IN PLUMBING						
Waste						
Water						
ROUGH-IN HEAT & A/C						
Ducts & Vents						
Bath Fans & Vents						
Kitchen Hood, Dryer Vent						
DECKS-PORCHES-RAILINGS						
Stair, Railings, Pickets						
Gazebos, Pergola						
ROOFING						
Squares of Roofing						



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Squares Siding						
Squares rigid insulation						
Rake & Fascia						
Soffit, Vents						
Drip Edge, Flashing, Hardware						
Roof Paper, Siding Paper						
FASCIA & SOFFIT						
SHINGLES/FLASHING						
WOOD SIDING						
BRICK/STONE SIDING						
ROUGH-IN ELECTRIC						
Tv, Stereo, Phone, Intercom						
Electric Wire, Boxes						
Vacuum, Miscellaneous						
Security						
INSULATION						
Crawl Space, Basement						



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Ceilings						
Walls						
Attic, rafters						
Caulk-Windows, Doors, etc.						
Firestuffing						
STAIRS						
Treads & Risers						
Railing & Grasp						
EXTERIOR PAINT						
DRYWALL						
Hang						
Tape						
Block & Skim Coats						
Sand						
Clean-up						
INTERIOR PAINT						
TRIM CARPENTRY						



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Stair Railings, Pickets						
Interior Doors						
Base						
Casing Trim						
Window Stool						
Closet Shelving						
Decorator Mouldings, etc.						
Finish Hardware, Mirrors, etc.						
CABINETS-VANITIES-TOPS						
Cabinets, Bath Vanities						
Kitchen Counter Tops						
Bath Vanity Tops						
Medicine Cabinets						
GUTTER & DOWN SPOUT						
Stormwater Control						
FINISH GRADING						
FINISH DRIVEWAY						



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
WALKS-DRIVEWAY APRON						
Prepare						
Concrete						
CERAMIC TILE						
Backer Board & Prep						
Tile & Grout						
Rebar, Wire, form boards						
ELEC-SWITCH/PLUG/PANEL						
LANDSCAPING						
LAWN SEEDING						
VINYL FLOORING						
Subfloor						
Square Yards of Vinyl						
CARPETING						
Square yards of Pad						
Square Yards of Carpet						
WOOD FLOORS-STAIRS						



Description	Assigned Builder/Owner B or O	Done	Task Contact Name	Phone	Email	Notes
Install						
Sand, Seal, Stain						
Finish Coat						
APPLIANCES						
Purchase & Delivery						
Installation						