

PROGRAM BASICS

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- After pre-construction meeting, homeowners must install permit board on their lot 8 feet from the curb.
- After homesite is pinned (staked), spray weed killer on the foundation area.
- Rake and remove all weeds from the foundation area after weed killer has done its job.
- As instructed, use the hose to apply water to fill dirt inside your form boards. This aids and improves soil compaction for the foundation slab.
- After foundation is formed, homeowners will backfill forms. Place dirt on the outside of forms.
- After underground plumbing inspection within slab, homeowners must backfill plumbing trenches, rake and level imported fill, and remove organic debris.
- Remove excess concrete debris and stockpile for removal.
- Twelve hours after the slab is poured, hose down your slab for 15 – 30 minutes. This aids the curing process of the concrete. Do this each day for three days.
- After the slab pour, homeowners will level the dirt around the perimeter of the slab with a rake and shovel. Homeowner will then build a wire cage to hold concrete trash.
- Remove excess concrete debris and stockpile for removal.
- After masonry is finished, rake the lot and pile all block and debris at the front of your lot after the lintel pour.
- Remove lintel inspection plates and nails.
- Homeowners will stack all lumber in their garages.
- Homeowners will assist framers in installing strapping and hurricane hardware.
- Build trash box.
- Clean up and sweep home after framer.
- Haul all lumber and roof shingle debris to trash box.
- Sweep up and clean after electrical rough in.
- Sweep up and clean after plumbing rough in.
- Sweep up and clean after HVAC rough in.
- Homeowners will stack all extra materials for vendor credit.
- Dig soil away from the perimeter of the home 4 inches below the finish floor grade to prepare for DCF, “stucco.”
- Attend mandatory paint class.
- Seven days after the stucco is completed, clean stucco from window frames. At this time your home is ready to be primed.
- Caulk around all exterior windows, doors and all other necessary exterior areas prior to priming.
- Clean up drywall debris and haul to trash box.
- Scrape drywall mud off floor.
- Apply all primer supplied to the exterior of your home.
- Call Florida Home Partnership staff for primer inspection.
- Apply exterior paint to your home.
- Call Homes for Hillsborough staff for final exterior paint inspection.
- Back fill the sewer trench after the County sewer inspection. Use the hose to aid in compaction.
- Install construction locks on exterior doors.
- Caulk all interior window frames.

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- After drywall is sprayed and trim is installed, clean drywall overspray from interior window frames and other areas.
- Caulk and putty all baseboards and door frames.
- Prime all walls, doors, baseboards and other trim.
- Paint ceiling with two coats of interior “ceiling white” flat paint.
- Paint wood trim with semi gloss or high gloss paint.
- Clean tubs, sinks, and windows. Rough cleaning will be ongoing.
- Homeowners will attend a mandatory floor covering class.
- Scrape and sweep floors in preparation for vinyl and carpet.
- Install base shoe molding after vinyl installation.
- Putty and caulk base shoe molding.
- Paint base shoe molding.
- Backfill driveway and sidewalk form boards.
- Cut or fill inside of form boards to assure proper depth of either 4 or 6 inches.
- After sidewalk and driveway pour and form board removal, fill in any voids around edges of concrete flatwork.
- Finish final grading of lot with hand rake.
- Install sod after final grade is completed.
- Irrigate sod and trees for 30 days.
- Install medicine cabinets.
- Install interior doors locks and stops.
- After final drywall punch, paint all drywall repairs, and detail paint.
- Clean manufacturer marking from vinyl.
- Vacuum carpet.
- Perform detailed cleaning of interior.
- Install address numbers on home.
- Install mailbox post and box.
- Install mini blinds.
- Scrape and wash garage floor.
- Sweep and pressure wash sidewalks.
- Sweep and clean driveway, common sidewalks and curbs.

COMMON AREA TASKS

- Remove dirt and debris from roadways, curbs and alleys.
- Mow and weed common community areas.
- Each week, pick up trash around perimeter of community, ponds and other common areas.
- Remove silt buildup at storm drains.
- Remove silt buildup inside storm basins.
- Irrigate common landscaping.
- Perform routine pond maintenance.