



STUDENT NAME: \_\_\_\_\_

Drafting and Engineering  
Dossin

## FINAL COTTAGE PLANS DRAWING CHECKLIST

This completed checklist must be turned in along with your final C-size print out of your Cottage Plans. Failure to do so will result in a 5% grade deduction.

### Title Sheet

1. Name of Project and Address filled in at top left side of sheet: \_\_\_\_\_
2. General Notes and Conditions read through: \_\_\_\_\_
3. Sheet Index filled out correctly: \_\_\_\_\_
4. In the title block, Sheet Number filled out: \_\_\_\_\_
5. In the title block, Sheet Title, "**TITLE SHEET**" filled out: \_\_\_\_\_
6. In the title block, Issued for phase and date filled out : "**REVIEW. 04-28-16**":: \_\_\_\_\_
7. In the title block, your name is under the "Designer's Name" location: \_\_\_\_\_

### Foundation Plan

1. In the title block, Sheet Number filled out: \_\_\_\_\_
2. In the title block, Sheet Title, "**FOUNDATION. PLAN**" is filled out: \_\_\_\_\_
3. In the title block, Issued for phase and date filled out "**REVIEW. 04-28-16**":: \_\_\_\_\_
4. In the title block, your name is under the "Designer's Name" location: \_\_\_\_\_
5. There is a **FOUNDATION PLAN** title & SCALE: 1/4" = 1'-0" under the floor plan aligned to the left side of the plan \_\_\_\_\_
6. Foundation Plan walls coordinate in size with the First Floor Plan: \_\_\_\_\_
7. **If** you have brick, you are showing a 4" brick ledge: \_\_\_\_\_
8. Foundation Plan is centered within the page layout: \_\_\_\_\_
9. Foundation Plan walls are hatched with concrete: \_\_\_\_\_
10. Footing is shown at the correct size and dashed: \_\_\_\_\_
11. Porch or Deck areas are shown properly: \_\_\_\_\_
12. Foundation Plan is labeled correctly using the correct layer and size: \_\_\_\_\_
13. Leader Lines from notes are properly drawn: \_\_\_\_\_
14. Foundation Plan is dimensioned correctly using the correct layer and size: \_\_\_\_\_

### Floor Plan

1. In the title block, Sheet Number filled out: \_\_\_\_\_
2. In the title block, Sheet Title filled out, "**FLOOR PLAN**":: \_\_\_\_\_
3. In the title block, Issued for phase and date filled out "**REVIEW. 04-28-16**":: \_\_\_\_\_
4. In the title block, your name is under the "Designer's Name" location: \_\_\_\_\_
5. There is a **FLOOR PLAN** title & SCALE: 1/4" = 1'-0" under the plan aligned to the left side: \_\_\_\_\_
6. All Walls are properly hatched. \_\_\_\_\_
7. All Rooms are labeled with font that is 1-4LG and underlined: \_\_\_\_\_
8. Objects & items in floor plan are noted accordingly, on the "1-4 MED" text: \_\_\_\_\_
9. Floor Plan is dimensioned using the 1-4MED dimension size: \_\_\_\_\_
10. Windows are labeled with proper symbols: \_\_\_\_\_
11. Doors are labeled with proper symbols: \_\_\_\_\_
12. There is an arrow with the letters "DN" at stair locations. \_\_\_\_\_
13. The Floor Plan is centered on sheet layout: \_\_\_\_\_
14. All elements are on the correct layers: \_\_\_\_\_

15. The Window and Door Schedules are both properly filled out and coordinate with what is shown on the floor plan and inserted on the sheet at  $\frac{1}{4}"=1'-0"$  scale: \_\_\_\_\_
16. There are no "empty" rows in either schedule: \_\_\_\_\_
17. Floor plan coordinates with the elevations. (*This means if you show stairs on your floor plan, make sure you show stairs in the same location on your floor plan.*) \_\_\_\_\_

### Elevations- On all sheets

1. In the title block, Sheet Number filled out: \_\_\_\_\_
2. In the title block, Sheet Title filled out, (*coordinating with which elevation is being shown*) : \_\_\_\_\_
3. In the title block, Issued for phase and date filled out "**REVIEW. 04-28-16**": \_\_\_\_\_
4. In the title block, your name is under the "Designer's Name" location: \_\_\_\_\_
5. There is an **ELEVATIONS, FRONT & RIGHT ELEVATION** and or **REAR & LEFT ELEVATIONS** title & SCALE:  $\frac{1}{4}"=1'-0"$  under each elevation aligned to the left side of the elevation \_\_\_\_\_ (*Should be labeled Front Elevation, Right Side Elevation, Left Side Elevation, Rear Elevation.*)
6. Drew Dashed Line indicating Foundation (*If there is a concrete porch/ steps there should be a 4" concrete pad- none required for decks*): \_\_\_\_\_
7. Have Top of Window, First Finish Floor, Grade & Bottom of Footing Elevation lines & dimensions: \_\_\_\_\_
8. Have notes calling out all materials & objects on elevations with leader lines pointing: \_\_\_\_\_
9. All Top of Windows align with Top of Window Line: \_\_\_\_\_
10. All door thresholds are placed on the first finish floor line: \_\_\_\_\_
11. Roof slope is called out everywhere: \_\_\_\_\_
12. Elevation is centered in the page: \_\_\_\_\_
13. Door and window bubbles are shown: \_\_\_\_\_
14. All elements are on the correct layers: \_\_\_\_\_
15. All text aligns in a straight vertical line, Left justified: \_\_\_\_\_
16. Hatch is correctly filling the elevations in required areas: \_\_\_\_\_

### Construction Details and Wall Section Page

1. In the title block, Sheet Number filled out: \_\_\_\_\_
  2. In the title block, Sheet Title filled out "**DETAILS AND WALL SECTION**": \_\_\_\_\_
  3. In the title block, Issued for phase and date filled out "**REVIEW. 04-28-16**": \_\_\_\_\_
  4. In the title block, your name is under the "Designer's Name" location: \_\_\_\_\_
- Wall Section*
5. Wall Section is placed on the right hand side of the drawing sheet: \_\_\_\_\_
  6. Wall Section coordinates with the construction of your house. \_\_\_\_\_
  7. Wall Section is labeled as shown in the example using the correct text size and layer: \_\_\_\_\_
  8. The Wall Section is properly titled underneath. \_\_\_\_\_
  9. The Detail Bubble numbers in your wall section coordinate with the detail bubbles shown: \_\_\_\_\_

10. The roof slope label coordinates with your roof slope drawn on elevations: \_\_\_\_\_

### *Details*

11. The details are labeled as shown in the example using the correct text size and layer: \_\_\_\_\_
12. The details are properly titled underneath each one: \_\_\_\_\_
13. The Roof Slope Tag matches the roof slope of the house: \_\_\_\_\_
14. The detail bubble number are filled in: \_\_\_\_\_
15. What you have shown in your details coordinates with your floor plan ( *This means if you have brick in you details you should have brick on your foundation*) \_\_\_\_\_