



Grubaugh Construction

Warranty Booklet & Home Maintenance Guide



Homeowner Orientation Punchlist

Buyer(s): _____ Phone #: _____

Address: _____

Date: _____ Completion Date: _____ Walk-through Rep: _____

Small Maintenance Items

- Drains/Toilets (buy a plunger)
- Garbage Disposal
- Floor Drain Maintenance
- Concrete Maintenance
- Furnace Filter (change monthly)
- Smoke Alarms

About Your Home:

- Utility Disconnects
- Sprinkler Stub-out & Shutoff
- Sewer Clean-out
- Heater A/C Thermostat
- Arc Fault/GFCI Outlets
- Central Air Setup
- Fresh Air Ventilation Unit
- Exterior Vents & Grills

For Your Information:

- Mailbox Location/Keys
- Utility Transfer
- Touch-Up Paint
- Privacy Keys
- Homeowners' Keys
- Communications

Adjustments and Repairs:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

By signing, the homeowner acknowledges that no additional adjustments and repairs may be added to the above punchlist prior to completion and occupancy. Any perceived issues found after the date of this orientation will be submitted to Warranty and resolved per the Limited Warranty Agreement.

Buyer: _____
Date: _____

Buyer: _____
Date: _____

All adjustments & repairs to be completed by: _____ (date)



Homeowner Orientation Handbook

Welcome to your new Grubaugh Construction project! We want to ensure that your transition into your new space is as smooth as possible. To help you get acquainted with your project, we've put together this orientation guide. Inside, you'll find valuable information on maintaining your home, understanding its key features, and some helpful tips for a seamless experience. Feel free to refer to this guide whenever you need it.

Small Maintenance Items

- **Drains/Toilets (buy a plunger):** It's a good idea to have a plunger on hand for minor drain or toilet blockages. A plunger can often resolve these issues without the need for professional assistance.
- **Garbage Disposal:** In case your garbage disposal ever gets jammed, you can easily fix it with an Allen wrench. Simply insert it into the hole at the bottom of the disposal and rotate it to free any obstructions. If this doesn't work, a screwdriver may also come in handy.
- **Floor Drain Maintenance:** Keep an eye on your utility room floor drain to ensure it remains clear and functional. If there is not a drain from a furnace or water heater running into it, it is also a good idea to regularly pour a small amount of water down the floor drain to keep the trap from drying out — a dry trap can allow sewer odors to enter the home. If you notice any issues, it's best to address them promptly to prevent any potential problems.
- **Concrete Maintenance:** Avoid using salt on your concrete surfaces for at least the first year. Instead, consider using sand as an alternative during icy conditions. Regular snow shoveling can also help maintain your concrete.
- **Furnace Filter (change monthly):** Your furnace filter plays a crucial role in maintaining indoor air quality and the efficiency of your heating system. Check the filter monthly and replace it as needed. The frequency may vary depending on the filter size and type, household usage, and the presence of pets.
- **Smoke Alarms:** If installed new your smoke alarms are interconnected for safety. Remember to change the batteries every six months to ensure they function properly. Additionally, one or more of your detectors is a combination smoke and carbon monoxide detector, which will indicate the type of alarm when activated.

About Your Home

Utility Disconnects

- **Gas Appliances:** Every gas appliance is equipped with its own shutoff valve, typically located directly at the appliance. Additionally, there's a primary gas shutoff valve situated near the gas meter, which can be turned off using a crescent wrench.
- **Furnace:** You'll find a nearby light switch that allows you to shut off the power to the furnace.
- **Water:** The primary water shutoff valve is positioned where the water enters the home. If it has a lever valve to turn it on, align the valve handle with the pipe, and to shut it off, turn the handle crosswise to the pipe. There is a pressure-reducing valve that helps to control the water pressure in the house, adjusted by turning the bolt in or out. On-demand water heaters have flush valves for cleaning the water heater which should be done as recommended by the manufacturer.
- **Power:** You can turn off the power at the main panel located on the side of the house outside.
- **Data:** The primary data connection point is situated adjacent to the electrical panel, with an underground conduit leading to the vicinity of the communication pedestals. This central data



conduit leads directly to the main electrical panel, where all room-specific connections converge and terminate.

Sprinkler Stub-out and Shutoff

Familiarize yourself with the location of the sprinkler stub-out and shutoff valves.

- The sprinkler line is extended to the exterior of the house, and there is a sprinkler blowout connection conveniently located near the main water valve and sprinkler shutoff.

Sewer Clean-out

Understand the location of the main drain clean-out and other clean-outs in your home. These are essential access points for sewer maintenance and troubleshooting. In the front yard, you will see the main drain clean-out pipe sticking out of the ground. It is usually left tall so it is not lost but can be cut down when landscaping. There is a second clean-out found where the sewer goes into the basement slab or underground.

Heater and Air Conditioner

- **Thermostat:** Learn how to operate your heating and cooling system efficiently by understanding the thermostat settings and controls.
- **Moisture:** Both the furnace and any on-demand water heaters will typically release condensate from their pipes, and this condensate will regularly flow into the floor drain.
- **Fresh Air Ventilation Unit:** Control the intake of fresh air in your home using the ventilation unit. Adjust it according to your household needs and preferences. The closed position is crosswise to the pipe, and the open position is straight with the pipe.
- **Exterior Vents and Grills:** Locate and maintain the exterior vents and grills for systems such as bathroom fans, furnaces, water heaters, dryer vents, and air intakes.

Electrical

- **Arc Fault Outlets:** With the exception of the garage, all circuits are equipped with arc fault protection. Arc fault breakers have a white test button on the breaker itself — not on the outlet. If the electrician uses combination arc fault/GFCI breakers, the button on the breaker will be purple instead of white. In either case, there will be no test button on the outlet. Both types of breakers trip and reset like a normal breaker. These breakers may be more sensitive and could trip when appliances with heating elements or large motors are used. If you encounter repeated tripping, consider testing the appliance on a different circuit. Please inform us if a specific circuit consistently trips.
- **GFCI Outlets:** These can be found in bathrooms, the kitchen, and on exterior walls. They come with a visual indicator: a green light signifies that there is power, no light indicates it has tripped or the circuit is off, and a red light indicates it has failed a self-test and must be replaced.
- **Standard Outlets:** All outlets are equipped with tamper-resistant features to ensure that objects cannot be inserted into only one side. When plugging in a device, it's important to insert the plug straight into the outlet to ensure even pressure on both sides.
- **Tripped Circuits:** At the breaker box, you will notice that circuits move to the center position when tripped. Reset them by turning them all the way to the off position and then back on.

For Your Information

- **Touch-Up Paint:** Keep some touch-up paint on hand for minor touch-ups and maintenance. Refer to the color formula found on the cans provided.
- **Privacy Keys:** Familiarize yourself with the location of privacy keys in your home, ensuring you can access private areas as needed.



- **Homeowners Keys:** Extra keys, as well as garage door remotes, can be found conveniently in one of the kitchen drawers.
- **Communications:** Keep important documents, such as owner's manuals, in an easily accessible location like a kitchen drawer. This is also where you'll find garage door remotes and other essential communication tools for your home.

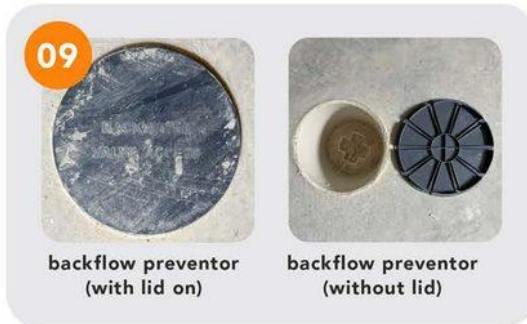
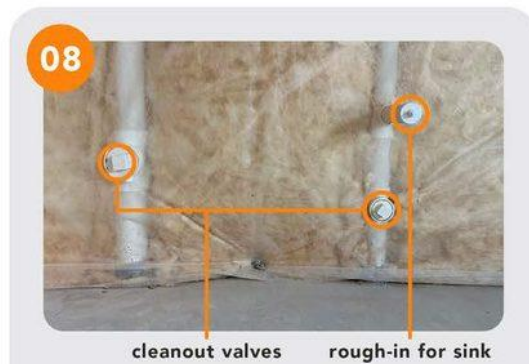
Reference Images

The following annotated photos show the key systems and components referenced throughout this handbook.

reference images



Reference Images 01–05: Gas shutoff, furnace filter, fresh air dampener, water valves, smoke detectors



No two homes are exactly alike. As we walk through the home with you, please take note of any variations in your particular home.

Reference Images 06–10: Exterior AC/vents, sewer cleanouts, plumbing rough-ins, paint formula



Home Maintenance Handbook



Welcome to your new Grubaugh Construction project! When you invest in a Grubaugh Construction project, you can feel confident in the quality of your home's construction and enjoy peace of mind with your Limited Warranty.

You can protect the value and quality of your home by performing regular maintenance. Please save this guide for future reference. We encourage you to read this handbook as you begin your journey of ownership to familiarize yourself with upcoming responsibilities, troubleshooting guides, and a general understanding of what to expect as your home settles.

This short guide provides you with practical tips and information to help you care for your home effectively, but it's not intended to be exhaustive. Please use professional assistance when needed and take safety precautions when performing maintenance tasks.

02 — Interior Maintenance

2a. Appliances

It's important to review the instruction manual for your new electric or gas appliances. These manuals provide complete information on proper maintenance and operation. Remember to fill out and mail all warranty cards for your appliances. If an appliance fails to work, first ensure it is plugged into a working outlet: if it's connected to a GFI outlet, try using the reset button. Otherwise, make sure the circuit breaker on the panel box is in the ON position. Some appliances have built-in fuses or breakers, so check their service manuals for guidance. If you suspect a gas leak, turn off the main valve near the meter and immediately call the gas company. Additionally, it is important to periodically check your dryer vent for lint or other materials to prevent fire hazards.

2b. Attics



Storing items in the attic can be a fire hazard, and most attics aren't designed for storage. When inspecting your attic, be careful not to step on the drywall ceiling, as it can't support weight. Ensure that vents are free from insulation or other blockages.

Unless specifically requested as an option, your attic was not designed to support storage, and excessive weight can cause the ceiling joists to sag. Your attic may additionally have louvered vents to release moist air, which should always remain clear. Blocking these vents can lead to harmful moisture accumulation.



2c. Cabinets & Countertops

Clean cabinets and countertops with non-abrasive detergents/damp soft cloths to avoid scratches. Do not cut directly on surfaces. Avoid exposing cabinets to steam from appliances like dishwashers and instant pots as this can cause warping. Clean up standing water, particularly near seams around sinks and backsplashes to prevent warping, mold, and breakdown of seals. Inspect seams periodically and re-caulk when needed.



2d. Caulking

Caulking serves as a sealant for joining different materials in a building. Over time, it can harden and crack, so it's essential to remove and replace it before painting. Regular maintenance, including caulking, is the homeowner's responsibility. Check and re-caulk around windows and doors as needed, ideally twice a year, to ensure a proper seal and maintain your home's integrity.

2e. Electrical

Your home's electrical system is designed for your convenience and safety. Like other systems in your home, it meets or exceeds national code requirements. Avoid overloading circuits and using light bulbs with higher wattage than the fixture calls for. We advise you plug valuable electronics into surge protectors. If an outlet doesn't work, check any connected wall switches, or try the appliance in a different outlet. GFCI outlets can often be reset right at the outlet. Please note that all outlets in wet areas like kitchens and bathrooms are required to be on a GFI protected outlet, but only the first outlet in a circuit will include a GFCI device. If an outlet appears to not be working and doesn't have a GFCI device, check the other outlets in the area to find the one with the GFCI device that protects the circuit. If this doesn't help, check the circuit breaker — switch all the way "off" and then back to the "on" position to reconnect it. Please consult a certified electrician if you continue to have problems.

2f. Fireplace and Chimney

If your home has a non-electric fireplace, it's essential to inspect and clean your fireplace, chimney, and flue each fall. Before lighting the first fire of the season, check the flue for soot buildup and inspect the fireplace for any loose or cracked firebrick. Always keep the damper closed when the fireplace is not in use to prevent heat from escaping up the chimney. Avoid burning pressure-treated wood, scrap lumber,



Christmas trees, trash, cardboard, plastic, or any other volatile materials, as they can cause the brick or flue liners to crack.

2g. Floors

No matter what floor covering you have, clean up water and other spills promptly to prevent staining/water damage. When cleaning, lift furniture rather than dragging it to avoid damage. Carpets are resilient and easy to care for, although you may notice variations in color and shading in traffic paths due to surface texture and pile fiber. Regular vacuuming of carpets and professional cleaning as needed will keep them in good condition. Ceramic tiles are simple to maintain and resistant to water, though the grout is less waterproof than the tiles themselves. Check and maintain tile grout, sealing it periodically to prevent discoloration. Resilient floor coverings like LVT are extremely durable and easy to care for. Hardwood floors typically come pre-finished with a factory-applied coating. Be aware that some creaking and gaps in hardwood floors are normal due to seasonal weather and humidity changes.

2h. Garage Doors

You can operate your garage door manually by pulling the release cord near the top of the door by the track and then lifting the door open. Your garage door has laser sensors mounted near the floor on each side to prevent the door from being closed if something is in the way. If your door fails to open or close, check to make sure the sensors are not blocked by anything. The sensors can also be bumped out of alignment, which will prevent the opener from operating. There is a little light on each sensor that will change color or flash when the sensors are misaligned. You can often adjust the sensor alignment by pushing on the sensor gently to direct it higher or lower or move it side to side. Note that direct sunlight shining into a sensor or a buildup of dirt on the lens can also cause interference — periodically wipe the sensor lenses clean and be aware of sun angle if problems occur at certain times of day.

2i. Heating & Cooling

Inspect your air conditioning and heating system before each season to ensure proper operation. In addition to setting your thermostat, you can help regulate temperatures by adjusting air supply registers and avoiding completion doors to control room temperatures. Air supply registers deliver warm or cooled air, while air return registers return air to the air handler. Adjust high and low return registers based on the season: open the bottom and close the top in winter; do the reverse in summer. If your HVAC system fails to start, check the thermostat, circuit breaker, exterior disconnect switch, and the air handler's electrical disconnect switch.

Air Filter: Keep outdoor units clear of debris and replace your air filters every two months. This is done by turning off the fan at the thermostat, removing the old filter, and replacing it with a new one. Most hardware stores carry common sizes of air filters — take a photo or bring the old filter to make sure you purchase the right size.

Dehumidification: It is normal for you to see water draining inside your maintenance room. Your air conditioning system removes water from the air as it cools your home. Keep your drain area free of clutter or algae buildup.

Thermostat: To avoid higher utility bills and excessive system wear, maintain consistent thermostat settings.

2j. Interior Trim & Moldings

Homes feature various moldings such as floor moldings, door casings, and other trims. It's normal for some separation of these wood trims and moldings to occur due to home settlement or shrinkage/expansion caused by extreme dryness or humidity. Regularly check the weather stripping around windows and doors. Replace it if it becomes loose or damaged. Abrupt weather changes may cause vinyl windows to bind or stick; in this case, apply silicone spray to the window sash cracks.



Condensation on windows happens when warm, moist air contacts a colder surface — wipe up the moisture quickly to avoid staining the drywall, window sill, or caulking.

2k. Interior Walls

Minor cracks (1/8th of an inch or less) and some nail pops in the drywall finish of your walls can happen in new construction as a result of normal settling. Remove loose debris, reset nails deeper than the surface of the wall, and repair with joint compound. Let dry, repeat as necessary, then sand and repaint.

2l. Moisture Control

Managing humidity in moisture-prone areas such as bathrooms and kitchens is crucial for preventing mold and mildew growth, which can harm both the building materials and your health. Utilize exhaust fans or open windows to improve ventilation. Regularly clean mildew-prone areas with a liquid mildew remover to maintain a healthy living environment.

2m. Plumbing

Main Water Turn-off: In case of emergencies, please make sure all adult family members know where your main water shut-off valve is located and how to turn it off.

Sprinklers: Know where your sprinkler line shut-off valve is located and how to operate it. In general, the valve handle is parallel to the pipe when the valve is open; when closed, the handle is perpendicular to the pipe. Be sure to blow out your sprinkler lines before the first hard frost of the season.

Water Heater Tanks: Drain your water heater annually to remove sediment and maintain efficiency. Run water in seldom-used fixtures periodically to prevent trap seals from drying out.

Tankless Water Heaters: If you have a tankless water heater, periodically clean the inlet filter, aerators and shower heads to keep water flowing properly. It is also advised you hire a professional to annually descale mineral buildup, inspect the heat exchanger, and service other components.

Septic, Sewer, and Drains: Avoid pouring grease or using highly alkaline substances such as Lye, Drano, or Oven Cleaners down drains. Use safer alternatives such as enzyme cleaners or mechanical methods for clearing drains. Regularly run water in all drains to maintain water in the s-shaped traps. If you have a septic system, have it pumped annually.

2n. Smoke & Carbon Monoxide Detectors

Know the location of your smoke/carbon monoxide detectors. Test the backup 9-volt batteries within them twice a year and replace them with fresh batteries if needed. Even though your home's detectors are hard-wired and "always on," it is important to keep the batteries fresh in case of power failure.

2o. Tub & Shower Enclosures

Regularly inspect and maintain the caulking around tubs and showers to prevent leaks, which can lead to significant water damage and mold growth if left unchecked. Ensure the floor outside the shower stays dry by using bath mats and wiping up any spills immediately.

03 — Exterior Maintenance

3a. Condensation

Condensation is relatively common in new homes, especially in the first year, due to moisture from construction. Paint, drywall, concrete — these all are initially wet products that are used to build your home, and water will continue to slowly evaporate after completion. To reduce condensation, ensure



proper ventilation. Vent the clothes dryer outside, use kitchen, bath, and utility exhaust fans, and adjust registers for even temperatures. Open your crawl space vents when temperatures are above freezing.

3b. Concrete

Avoid using products containing salt on your concrete for the first year to allow proper curing. During icy conditions, try using sand instead. Be aware that long hairline cracks less than 1/4" wide in home and garage slabs are normal due to settlement, expansion, and contraction. Seasonal temperature and humidity changes can also cause non-structural cracks. You may seal cracks in concrete exposed to exterior weather to prevent water damage.

3c. Foundation

Foundation walls endure various stresses, often resulting in small cracks from normal settlement. Concrete is porous and will expand, contract, and crack due to temperature changes, humidity, shrinkage, stress, and the normal settlement of the earth. Expect concrete to crack! Hairline cracks are usually cosmetic, not structural. Periodically inspect for cracks and seal with waterproof caulk or cement. If you have a sump pump, also periodically ensure it is working properly and prepared for seasons of excess moisture.



3d. Gutters & Downspouts

In addition to removing ice dams, it is critical to keep gutters and downspouts clear of leaves and debris to ensure proper drainage. This is extremely important to help properly deflect water away from your home. Regularly ensure the soil/surfaces around your home are sloping properly. Water must be able to flow downward, away from your home. Your downspouts should be free of obstacles and direct water at least five feet away from the foundation to prevent water infiltration.



3e. Landscaping

Changes to your landscaping and grading can occur due to soil settlement and movement. To ensure proper drainage, the grade around your home should slope one inch over the first ten inches, tapering to a two-percent slope. Always ensure water drains away from your foundation and that drainage ditches or swales are clear of debris and leaves. Avoid allowing sprinklers to wet the area within four feet of your foundation, and do not plant shrubs within four feet or trees within twelve feet of the



foundation. When adding topsoil or mulch, maintain a seven-inch clearance between the soil or mulch and the siding.

3f. Roof

Your roof will provide many years of service if properly maintained. Inspect for missing or damaged shingles and replace them promptly, but avoid walking on the roof when possible to prevent damage. Check the attic for water stains or wet insulation and around skylights for leaks. Inspect flashing in roof valleys, against walls, and around the chimney, sealing any gaps with waterproof caulk. Remove ice dams from gutters and downspouts to prevent water backup and leaks. Please use professional assistance when needed and take safety precautions.

3g. Siding, Paint, Masonry, and Stucco

We advise that your home's exterior is inspected twice a year. Your maintenance will depend on the exterior surface treatments of your home. Repaint areas where paint has peeled or fallen off. Fill cracks, separations, and damage with flexible caulk before painting. Caulk cracks in brick, stone, and stucco with flexible masonry caulk and repair missing mortar. Inspect and reseal areas around windows and doors as needed. Aluminum and vinyl soffit and fascia do not require painting, but wood soffit and fascia do; inspect them annually.

3h. Windows & Doors

Periodically check the weather stripping around your windows and doors — inside and out — replacing it if it becomes loose or damaged. Temperature and moisture changes can cause windows and doors to expand and contract, sometimes resulting in sticking doors. To fix this, ensure hinge screws are tight and sand the sticking edge if necessary, then paint or varnish the area to protect the wood. Regularly caulk around patio doors and sills to prevent moisture from seeping in, as water penetration can cause the sub-floor to deteriorate over time.



03i — Additional Home Topics

Radon

Radon is a naturally occurring radioactive gas produced by the breakdown of uranium in soil and rock. It is colorless and odorless, making it undetectable without testing. Utah — including the Vernal area — has elevated radon levels in many regions, and new construction is not immune. Radon typically enters a home through cracks in the foundation, gaps around service pipes, and construction joints.

The U.S. Environmental Protection Agency (EPA) recommends taking action if radon levels reach 4 picocuries per liter (pCi/L) or higher. We strongly recommend testing your home for radon within the first year of occupancy. Short-term test kits are inexpensive and widely available at hardware stores, or you can hire a certified radon measurement professional.

If elevated radon levels are detected, mitigation systems — typically a sub-slab depressurization system with a vent pipe and fan — are highly effective at reducing levels. Mitigation is a relatively affordable process and should be performed by a certified radon mitigator. For more information, visit the EPA's radon website at epa.gov/radon or contact your local health department.

Water Softeners & Filtration Systems

If your home is equipped with a water softener or whole-house filtration system, regular maintenance is essential to keep it functioning properly and protect your plumbing fixtures and appliances from hard water damage.

Water Softeners: The Vernal area is known for hard water due to high mineral content. Your water softener works by exchanging calcium and magnesium ions with sodium ions through a process called ion exchange. The resin tank that performs this exchange must be periodically regenerated using salt. Check the salt level in the brine tank at least once a month and refill as needed — most systems use pellet or crystal salt. Avoid allowing the salt to run completely out, as this will allow hard water to pass through untreated and can cause mineral buildup in your pipes and appliances. Periodically clean the brine tank (every 1–2 years) to remove any sediment or salt bridges that may form.

Filtration Systems: If your home has a sediment filter, carbon filter, or reverse osmosis system, replace filter cartridges on the schedule recommended by the manufacturer — typically every 3 to 12 months depending on the filter type and your water quality. A clogged filter reduces water pressure and effectiveness. Keep a record of filter change dates to stay on schedule.

If you notice changes in water taste, odor, pressure, or if fixtures begin to show scaling or staining, have your water tested and your softener or filtration system inspected by a professional.

Pest Control

New construction can be particularly attractive to pests as the surrounding soil is disturbed and established rodent and insect habitats are disrupted. Taking preventive steps early will save significant headaches down the road.

Sealing Entry Points: The most effective form of pest control is preventing entry in the first place. Inspect the exterior of your home regularly for gaps or openings around pipe penetrations, utility lines, dryer vents, and where the foundation meets the framing. Seal any gaps larger than 1/4 inch with caulk, steel wool, or expanding foam rated for pest exclusion. Pay particular attention to areas where plumbing enters through the floor or walls.

Rodents: Mice can squeeze through openings as small as a dime. Avoid storing firewood, debris, or dense vegetation against the exterior walls of your home, as these provide harborage. Keep garage doors closed when not in use. If you notice droppings, gnaw marks, or hear activity in walls, contact a licensed pest control professional promptly — rodent populations grow quickly.

Insects: Spiders, ants, and occasional invaders are common in the Vernal area. Keep the perimeter around your foundation clear of mulch, leaf litter, and standing water. A treated perimeter spray by a



licensed pest control company once or twice a year can significantly reduce insect pressure. Check window screens seasonally and repair any tears to prevent entry.

If you suspect a termite problem — indicated by mud tubes on foundation walls, hollow-sounding wood, or discarded wings near windows — contact a licensed pest control professional immediately. Do not attempt to treat termites yourself.

Drywall Settling — What to Expect in Year One

New construction homes go through a natural settling process, particularly during the first year, as the structure adjusts to changes in temperature, humidity, and the gradual drying of building materials. Understanding what is normal can help you distinguish between cosmetic issues and genuine warranty concerns.

What is Normal: Small hairline cracks (1/8 inch or less) at corners of door and window frames, where walls meet ceilings, and at drywall seams are very common in the first year. Nail pops — where nails push slightly through the drywall surface — are also typical as lumber dries. These are cosmetic issues and can be repaired with joint compound, sanding, and touch-up paint. The best time to address these is after the home has gone through a full seasonal cycle (approximately 12 months), as repairs made too soon may reopen.

What May Be a Warranty Concern: Cracks wider than 1/4 inch, cracks that run diagonally from the corners of windows or doors, cracks accompanied by doors or windows that suddenly stop operating properly, or cracks that reappear after repair may indicate structural movement beyond normal settling. Document these with photos and dates and submit them through the warranty portal at grubaughconstruction.com/warranty for evaluation.

Humidity Control: Extremely dry interior air — common in Utah winters when heating systems run continuously — accelerates wood shrinkage and can worsen cracking and gaps at trim joints. Using a humidifier to maintain indoor humidity between 30–50% during dry months will reduce the severity of settling-related issues.

HOA & Community Rules

Some Grubaugh Construction projects are located within planned communities or subdivisions governed by a Homeowners Association (HOA). If your home is subject to HOA rules, it is important to familiarize yourself with those governing documents before making any changes to the exterior of your home, landscaping, or lot.

Common HOA-regulated items include: fence styles and heights, exterior paint colors, landscaping and lawn maintenance standards, parking rules, accessory structures (sheds, pergolas, basketball hoops), and the placement of satellite dishes or solar panels. Violating HOA rules can result in fines or required removal of non-compliant improvements at your expense.

HOA documents, including the Declaration of Covenants, Conditions & Restrictions (CC&Rs), bylaws, and architectural guidelines, should have been provided to you at or before completion. If you need a copy, contact your HOA management company or the county recorder's office. If you are unsure whether your property is subject to an HOA, contact Grubaugh Construction.

Note: The home warranty provided by Grubaugh Construction is separate from any HOA warranty or community amenity coverage. HOA concerns should be directed to your HOA board or management company, not to the Warranty Administrator.

Winterization — Utah-Specific Checklist

Utah winters can be severe, and proper winterization of your home each fall protects against costly freeze damage and keeps your home running efficiently through the cold months. The following checklist is tailored to the conditions common in the Vernal area.



Sprinkler System Blowout: This is one of the most important winterization steps in Utah. Water left in irrigation lines will freeze and expand, cracking pipes and fittings. Before the first hard frost — typically mid-October in Vernal — have your sprinkler system professionally blown out with compressed air. Know the location of your sprinkler shutoff valve (typically near the main water meter) so you can close it before the blowout.

Exterior Hose Bibs: Disconnect and store all garden hoses before freezing temperatures arrive. Even frost-free hose bibs can freeze and burst if a hose is left connected, because the hose traps water in the bib. After disconnecting hoses, turn off any separate shutoff valves for outdoor faucets located inside the home (typically in the basement or crawl space) and open the exterior bib briefly to drain any remaining water.

Roof & Gutters: Clear gutters and downspouts of leaves and debris before winter. Ice dams form when heat escapes through the roof, melts snow, and the meltwater refreezes at the cold eaves. Keeping gutters clear allows meltwater to drain properly. Ensure attic insulation is adequate and attic ventilation is unobstructed to minimize heat loss through the roof deck.

Pipes in Unconditioned Spaces: If your home has plumbing in a garage, crawl space, or near an exterior wall, these pipes are vulnerable to freezing during extreme cold snaps. Insulate exposed pipes with foam pipe insulation. During periods of extreme cold (below 0°F), allow a thin trickle of water to run from faucets served by vulnerable pipes and open cabinet doors under sinks on exterior walls to allow warm air to circulate.

Furnace & Heating System: Schedule furnace service before the heating season begins. Replace the furnace filter, check that all vents and registers are open and unobstructed, and test your thermostat. Ensure the area around your furnace and water heater is clear of clutter. If your home has a gas fireplace or wood-burning fireplace, have the chimney inspected and cleaned before first use of the season.

Reverse Osmosis & Water Filtration: If they are in an unheated space or has filtration components in a garage or crawl space, ensure those components are protected from freezing or temporarily bypassed during extreme cold.

Exterior Hose Bibs

Your home is equipped with exterior hose bibs (outdoor faucets) for connecting garden hoses and other outdoor water needs. Proper use and seasonal care of hose bibs will prevent one of the most common and avoidable plumbing repairs in Utah homes.

Most new homes are fitted with frost-free hose bibs, which are designed to keep the water shutoff point inside the warm envelope of the home rather than at the exterior wall. However, frost-free bibs only work as intended when garden hoses are disconnected before freezing temperatures arrive. A connected hose prevents the bib from draining properly, trapping water in the valve and allowing it to freeze and crack the internal components — damage that typically goes undetected until spring when the hose is reconnected and water leaks inside the wall.

Each fall, follow these steps: (1) Disconnect all garden hoses from exterior bibs. (2) If your bib has a separate interior shutoff valve, close it and then open the exterior bib to drain any residual water. (3) Store hoses in a garage or shed to extend their lifespan. In spring, reconnect hoses only after freezing temperatures have passed and inspect bibs for any signs of dripping or leaking inside the home, which may indicate freeze damage from the prior winter.



04 — Problem-Solving Guide

4a. Common Exterior Repairs

Problem	Possible Cause	Repair
Peeling/cracking paint	Normal aging & weathering	Clean, sand, prime & paint
Separation of wooden joints	Wood drying as it ages	Clean, sand, prime & paint
Masonry has an efflorescent sheen	Products containing salt have crystallized on surface	Wet surface & scrub with a stiff-bristled brush.
Water pooling around the foundation	Improper drainage or grading	Ensure proper 1 in 10" downward slope immediately around foundation. Clear drainage ditches or swales.
Gutters overflowing	Debris & leaves	Regularly clean gutters & downspouts. Consider installing a screening device.
Window is leaking	Not fully closed or has loose/damaged/missing caulk or weatherstripping	Ensure latch is fully engaged. If problem persists, reseal windows & replace weatherstripping as needed.
Roof shingles are missing or damaged	Weather damage (wind, hail, etc.)	Replace missing/damaged shingles promptly & inspect roof for other signs of damage.

4b. Common Plumbing Repairs

Problem	Possible Cause	Repair
Low water flow from a particular faucet	Tip of faucet is plugged (aerator is dirty)	Unscrew and clean out screen at aerator tip
Erratic/splattering water flow from faucet	Air in the water supply line	Run water from all faucets for five minutes
Sink is leaking below when water is running	Loose drain pipe fitting	Carefully tighten the fittings on the drainpipe
Shutoff valve is leaking	Loose nut	With the valve open, tighten the nut, then close
Garbage disposal is clogged	Pipe is obstructed	On the underside, use wrench to manually turn the blades
Garbage disposal is unresponsive	Power is tripped	Press reset button on underside of disposal
Water is slow to heat	Temperature is set too low	Raise the temperature or replace heating element
Toilet never stops filling	Inner water level is set too high	Adjust float arm stem in toilet water tank downward



Toilet is too loud when flushed	Fill valve is broken	With the valve open, tighten the nut, then close
Toilet produces gurgling/dripping noises	Flapper in tank is worn out	Replace flapper valve
Toilet overflowing	Blockage in pipe	Turn toilet intake valve off & plunge toilet
Water drains too slowly from sink or tub	Partial blockage such as soap scum or hair in the drain	Pull up and clean out drain
Sink sprayer drips	Sprayer is dirty or possibly defective	Clean buildup from aerator and connections or replace



05 — Keeping a Schedule of Maintenance



Congratulations on your new project! Taking care of it may seem overwhelming at first, but establishing a simple routine can make all the difference. Regular maintenance not only protects your investment but also makes your home a more comfortable and pleasant place to live.

As most home maintenance tasks are seasonal, they are easy to remember. For example, in the fall we prepare for the upcoming winter months. During the winter season, it is extra important to stay on top of routine maintenance and quickly address any issues that come up. Spring is the time to assess winter damage, start repairs, and prepare for the summer months. Summer is ideal for tackling both indoor and outdoor tasks.

Some tasks, however, need regular attention all year. Ensure that air vents, both indoors and outdoors, are clear of snow or debris. Monthly, change the range hood filters, and test your outlets with ground fault circuit interrupters (GFCIs).

Fall

Heating System Maintenance:

- Schedule a service check for your furnace every two years if it's gas, and annually for oil furnaces.
- Lubricate the circulating pump on your hot water heating system.
- Replace or clean air filters monthly during the heating season.
- Remove dust by vacuuming electric baseboard heaters.
- Take off the grill on forced air systems and vacuum inside the ducts.

Water & Drainage:

- Test your well water for quality, specifically for bacteria, annually.



- Inspect the sump pump and line for proper functioning and any blockages or leaks.
- Make sure the ground around your home slopes away from the foundation to avoid flooding.
- Clear leaves from roofs and gutters, and ensure gutters are draining properly from the roof.
- Drain and store garden hoses, shut off the valve to outdoor faucets, and drain the hose bib unless it's frost-proof.
- Measure the sludge and scum in your septic tank to determine if it needs pumping before spring. Septic tanks should be pumped every three years at a minimum.

Windows & Doors:

- Remove interior screens from casement windows to help the heating system prevent condensation.
- Check that all exterior doors close tightly and that other doors operate smoothly; replace weather stripping if necessary.
- Ensure windows and skylights are properly closed.
- Cover window air conditioning units outside.

Chimneys:

- Inspect chimneys for blockages like bird nests.

Additional Tasks:

- Verify roof drainage by clearing leaves from roofs and gutters, and testing the gutters.

Winter

Heating System Maintenance:

- Replace or clean furnace air filters monthly during the heating season.
- Following your hot water system's owner's manual, turn off the electricity to the water heater, drain the tank to control sediment and maintain efficiency, refill the tank, and then turn the electricity back on.

Indoor Air Quality:

- Clean humidifiers two to three times throughout the winter season.
- Vacuum bathroom fan grills.
- Remove dust and spider webs from fire and smoke detectors by vacuuming them.

Safety Checks:

- Inspect fire extinguishers, checking gauges and recharging or replacing them as needed.
- Review fire escape routes and check the locks on doors and windows, as well as the exterior lighting around your home.

Plumbing:

- Inspect faucets for drips and replace washers as necessary. Run water briefly in less frequently used fixtures like laundry tubs, spare bathroom sinks, tubs, shower stalls, or toilets to keep water in the trap.
- Clean drains in dishwashers, sinks, bathtubs, and shower stalls.
- Test plumbing shut-off valves to ensure they are functioning properly and prevent them from seizing up.

Spring

Heating System Maintenance:

- Clean and service your fireplace or wood stove chimney as needed.



- Inspect your air conditioning system and schedule servicing every two to three years.
- Clean or replace the air conditioning filter, if applicable.
- Check and clean the humidifier, if necessary.

Safety Checks:

- Inspect smoke detectors, carbon monoxide detectors, and security alarms; replace batteries as needed.

Windows & Doors:

- Clean all windows, screens, and hardware. Repair any damaged screens.
- Open valves to your outdoor hose connections.

Foundation & Drainage:

- Inspect the foundation for cracks, leaks, or signs of moisture and repair as needed. Ensure the sump pump is working correctly.
- Check downspouts for loose joints and clear any obstructions to ensure proper water flow away from the foundation.
- Clear drainage ditches and culverts of debris.

Summer

Basement & Humidity:

- Keep an eye on basement humidity and use a dehumidifier to maintain optimal levels.
- Look for condensation or drips on basement pipes and address them by reducing humidity or insulating the pipes.

Cleaning & Maintenance:

- Give your carpets and rugs a thorough deep clean.
- Vacuum the grill of the bathroom fan.
- Detach the dryer duct and remove lint buildup with a vacuum.
- Ensure all handrails are securely fastened.

Windows & Doors:

- Check that all windows open and close smoothly, applying lubricant where needed.
- Oil door hinges and tighten any loose screws.
- Grease the hardware on garage doors and confirm they are operating correctly.
- Maintain the garage door opener, lubricating the motor and chain, and ensure the auto-reverse feature is properly set.

Exterior Care:

- Inspect and repair any worn-out caulking and weather stripping around windows and doors.
- Examine exterior wood and trim for signs of wear, cleaning or refinishing as necessary.
- Remove any plants or roots that are in contact with siding or brick.
- Evaluate the condition of your roof, paying attention to shingles and roof flashing for any signs of damage.
- Check the chimney cap and reseal the caulking if needed.

Driveway & Walkways:

- Fix any cracks or damage in driveways and walkways.
- Repair any steps that could pose a safety risk.



Homeowner's Guide to Drainage

When it comes to your home and the potential for drainage issues, it's essential to grasp a few key points to prevent damage and protect your home's foundation.

01. Stormwater Capacity Limits

Every stormwater facility, be it a swale, ditch, or storm sewer, has its capacity limits. During heavy storms, these systems may exceed their capacity. No property is entirely immune to the risk of flooding and drainage problems.

02. Yard Grading

While many homeowners desire flat yards for easy landscaping and maintenance, it's crucial to know that perfectly flat yards don't drain properly. In severe storms, this can lead to drainage issues.

03. Subdivision Drainage Plans

Each subdivision has a city-approved drainage plan. Builders must submit engineered drainage plans in line with this design, which the city meticulously inspects before granting occupancy certificates. Homeowners should request a copy of this plan from their builder prior to landscaping or site modifications.

04. Home Warranty and Grading

The home warranty **excludes adjustments or changes to grading made by anyone other than the builder** or their agents acting on their behalf. Homeowners often unknowingly disrupt drainage during landscaping.

05. Rain Gutters and Extension Pipes

When it comes to rain gutters, it's vital to exercise care in their placement. Avoid locating downspouts too close to window wells, as this can lead to water pooling near the foundation. Instead, consider installing extension pipes to direct runoff away from the foundation. We recommend installing rain gutters primarily to protect walkways and driveways when necessary. It's generally better to allow roof runoff to distribute around the home, maintaining proper drainage to carry runoff away from the foundation.

When contemplating changes to your property's grading, keep these factors in mind:

- Stick to the specified drainage locations on your lot.
- Surface water must not flow from one lot to another without a legal drainage easement.
- Altering drainage on a lot can affect others and result in financial liability.
- Building code requires grading to direct surface water away from foundation walls.
- A minimum slope of 2% is necessary for finished grade to facilitate water flow.

To maintain proper drainage, avoid practices such as:

- Building planter beds that obstruct drainage paths.
- Pouring concrete across drainage swales.
- Flattening berms or filling in swales.
- Installing rain gutters that wash out soils.

Some landscaping tips that promote good drainage include:

- Using heavy-duty plastic and river rock or gravel near the house to divert water away from the foundation.



- Opting for drought-resistant plants rather than lush grass near the foundation.
- Mulching and planting exposed soil quickly to prevent erosion.
- Regularly inspecting and reporting any grade settling.
- Being cautious with rain gutter placement.
- Preserving berms and swales.

While we all want attractive, well-maintained yards, understanding and respecting the drainage plan for your property is crucial to avoid flooding issues. Keeping these points in mind can help ensure a smooth and worry-free ownership experience.

Sediment & Erosion Control

What is Erosion?

If you've just moved into a newly built home, the yard around your house may be only partly landscaped or may be all bare soil. Areas of bare soil around your home are susceptible to erosion where sediment, exposed to rain or moving water from runoff, can be picked up and transported off your property.

Because construction strips off the vegetation that protected the surface from rain and runoff, bare ground loses much more sediment than an equal area of vegetated ground.



What Can I Do?

- **Landscaping:** The fastest, easiest and most permanent way to reduce sediment loss is to install landscaping right away. Grass, trees, shrubs and mulch cover the soil and reduce the ability for runoff to transport sediment.
- **Fiber logs or silt fences:** These work by holding pond water temporarily behind porous materials to allow sediment to settle out. Both should be cleaned out when the height of collected sediment reaches 1/3 the height of the log or fence.
- **Rain gutter splash blocks and extensions:** Splash blocks placed at the outlet of your downspout lower the energy of the discharged water, reducing its ability to pick up and carry sediment.
- **Temporary mulch:** Straw applied at around 2,000 lbs/ac on all bare soil areas may be effective at reducing erosion and sedimentation where slopes are not excessively steep.

For more information on erosion control, contact your local soil and water conservation district, local building department, or the DEQ Storm Water program.





Countertop Care Guide



Caring for Granite Countertops

Caring for granite countertops involves some specific steps to ensure their longevity and appearance. Granite is a natural stone that is both durable and beautiful, but it can be susceptible to staining and damage if not properly maintained.

Regular Cleaning

Wipe down the countertops regularly with a soft, damp cloth or sponge and mild dish soap. This helps remove surface dirt, spills, and food residue and prevents staining. For routine cleaning, warm water and a mild dish detergent are usually sufficient. Rinse the surface thoroughly with clean water and dry it with a clean, soft cloth or paper towel to prevent water spots.



Promptly clean up spills, especially those from acidic or staining substances like citrus juices, wine, or oil.

Caring for Stubborn Stains

Avoid using abrasive or harsh cleaners, as they can damage the surface of the granite as well as the sealant. **This includes products containing bleach, vinegar, ammonia, or citrus-based ingredients.** These cleaners "etch" the surface of your granite, leave marks, and strip it of its shine.

Sealing (as needed)

Granite countertops should be sealed to prevent stains. The frequency of sealing depends on the type of granite and the sealant used. Some countertops may need sealing every 6–12 months, while others may require it less often. To test if your granite needs sealing, sprinkle a few drops of water on the surface. If the water beads up, the sealant is still effective. If it absorbs into the stone, it's time to reseal.

Preventing Damage

- While granite is heat-resistant, it's best to use trivets or hot pads under hot pots, pans, and baking sheets. Sudden temperature changes can cause the stone to crack.
- While granite is durable, it's not completely scratch-resistant. Always use cutting boards or chopping blocks and avoid using metal knives and utensils directly on the countertop.
- Discourage people from sitting or standing on the countertop, as this can put excessive pressure on the edges and corners.
- Be cautious with strong chemicals. Substances like nail polish remover, paint thinner, and certain acids can cause discoloration.
- Periodically inspect your granite countertops for any signs of damage, chipping, or issues at the seams. Address any problems promptly to prevent them from worsening.

Caring for Quartz Countertops

Caring for quartz countertops is relatively easy, as quartz is a durable and low-maintenance material.

Regular Cleaning

Wipe down the countertops regularly with a soft, damp cloth or sponge and mild dish soap. Rinse the surface thoroughly with clean water and dry it with a clean, soft cloth or paper towel to prevent water spots. Promptly clean up spills, especially those from acidic or staining substances like citrus juices, wine, or oil.

Caring for Stubborn Stains

When cleaning grease from the countertop, start by gently scraping away hardened grease with a plastic knife before applying specialized stone cleaner. Avoid using abrasive or harsh cleaners — this includes scouring pads, abrasive powders, and products containing bleach or ammonia. When necessary, use a nonabrasive cleaning pad such as a white 3M Scotch-Brite and mild soap to gently scrub the stain.

Preventing Damage

- Quartz is heat resistant, but extreme heat can damage the resin that binds the quartz particles. Use trivets or hot pads under hot pots, pans, and baking sheets to protect the countertop.
- While quartz is durable, it's not completely scratch-resistant. Always use cutting boards or chopping blocks and avoid using metal knives and utensils directly on the countertop.



- Prolonged exposure to direct sunlight can cause the color of the quartz to fade over time. If your countertops are near a window, using curtains or blinds can prevent potential damage from UV exposure.
- Be cautious with strong chemicals and avoid letting them sit on the surface for extended periods. Substances like nail polish remover, paint thinner, and certain acids can cause discoloration.
- Periodically inspect your quartz countertops for any signs of damage, chipping, or issues with the seams. Address any problems promptly to prevent them from worsening.



Home Warranty Procedure

Congratulations on your new project! As a new owner of a Grubaugh Construction home, you will have access to our Limited Warranty services. Our goal is to help you have a smooth transition and to assist with any questions or concerns that may arise.

Scheduled Follow-up

Our Grubaugh Construction Warranty Specialist will contact you at the scheduled intervals below to address any warranty needs. We ask that you make a running list of any minor or cosmetic issues that you would like addressed. These will be handled in conjunction with other items during our follow-up phone calls.

- 2 months after purchase
- 6 months after purchase
- 1 year after purchase

1 Year Coverage

WORKMANSHIP, MATERIALS and
selected portions of MECHANICAL SYSTEMS

If the workmanship, mechanical systems and/or materials used in building your home do not meet the specified quality standards as clearly outlined in your warranty book, the Builder is responsible for correcting the deficiencies. Coverage begins from the Effective Date of Warranty.

What Kinds of Things are Covered for 1 Year?*

Basements/Crawl Spaces/ Foundation Slabs	Floor Covering
Interior & Exterior Framing	Cabinets & Countertops
Doors	Chimney & Fireplace
Roofing	Electrical System & Wiring
Sitework	HVAC System & Ductwork
Walls & Wall Covering	Plumbing & Pipe Leaks
Windows	Water Supply Stoppage
Interior Finishes & Trim	Faulty Sewer Lines



Warranty Support & Requests

For all warranty support in between follow-up calls, please submit a warranty request by visiting grubaughconstruction.com/warranty. Scroll down on our webpage for step-by-step instructions on how to submit a warranty request.

Warranty items will be addressed Monday – Friday from 8 am to 5 pm.

We ask that you do not approach Grubaugh Construction employees or contractors on our building sites to address, discuss, or explain any issues. For efficiency and consistency, all communication must be directed through the Warranty Specialist.

Requests Outside of Normal Hours

Call our after-hours number at _____ if one of the following applies:

- Power is out (and it's not the utility company's responsibility — example: inclement weather)
- Total loss of heat or A/C (and that presents a danger due to the extreme outside temperature)
- Plumbing leak (requiring the entire water supply to be shut off)

Please note: You must still submit a warranty request after calling. Also, keep in mind that this hotline is provided as a service to our customers, but we do not always have staff available.

Emergencies

It is important to note that **we are not an emergency response service**. If you are experiencing a home emergency, please contact one of the companies below:

- Basin Flood & Fire (435) 789-6653
- ServiceMaster 24/7 (435) 500-0925

You, the homeowner, may be liable for the expenses incurred by the disaster response if the claim is not covered by the terms of the warranty.



Completion Document Checklist

Buyer(s): _____ **Phone #:** _____

Address: _____

Date: _____ **Completion Date:** _____ **Walk-through Rep:** _____

- Homeowner Orientation Punchlist
- Homeowner Orientation Handbook
- Selections Reference Sheet
- Final Draw Request

By signing below, I acknowledge the receipt of the documents listed above and accept responsibility for all instructions and information contained therein. I agree to hold Grubaugh Construction harmless of any damage or liability resulting from my failure to abide by or follow any instructions contained in these documents.

Buyer: _____

Date: _____

Buyer: _____

Date: _____



Selections Reference Sheet

Buyer(s): _____ Phone #: _____

Address: _____

Date: _____ Completion Date: _____ Walk-through Rep: _____

Product Type	Description/Color	Extra on Site?	Location
Main Siding		<input type="checkbox"/>	
Accent Siding		<input type="checkbox"/>	
Hard Surface Flooring		<input type="checkbox"/>	
Carpet		<input type="checkbox"/>	
Exterior Paint		<input type="checkbox"/>	
Interior Paint		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	



Final Thoughts

By following these maintenance tips, you'll ensure your Grubaugh Construction project remains in excellent condition. Regular upkeep not only protects your investment but also enhances your living experience. Well-maintained homes often have higher resale values and fewer major repairs, saving you money over time. Additionally, regular maintenance provides a healthier and safer environment, reducing risks like mold, pests, and structural issues. Keeping up with these tasks ensures your home remains a comfortable and enjoyable place to live. Your attention to detail truly makes a difference.



Enjoy Your Home!

— the Grubaugh Construction team

grubaughconstruction.com