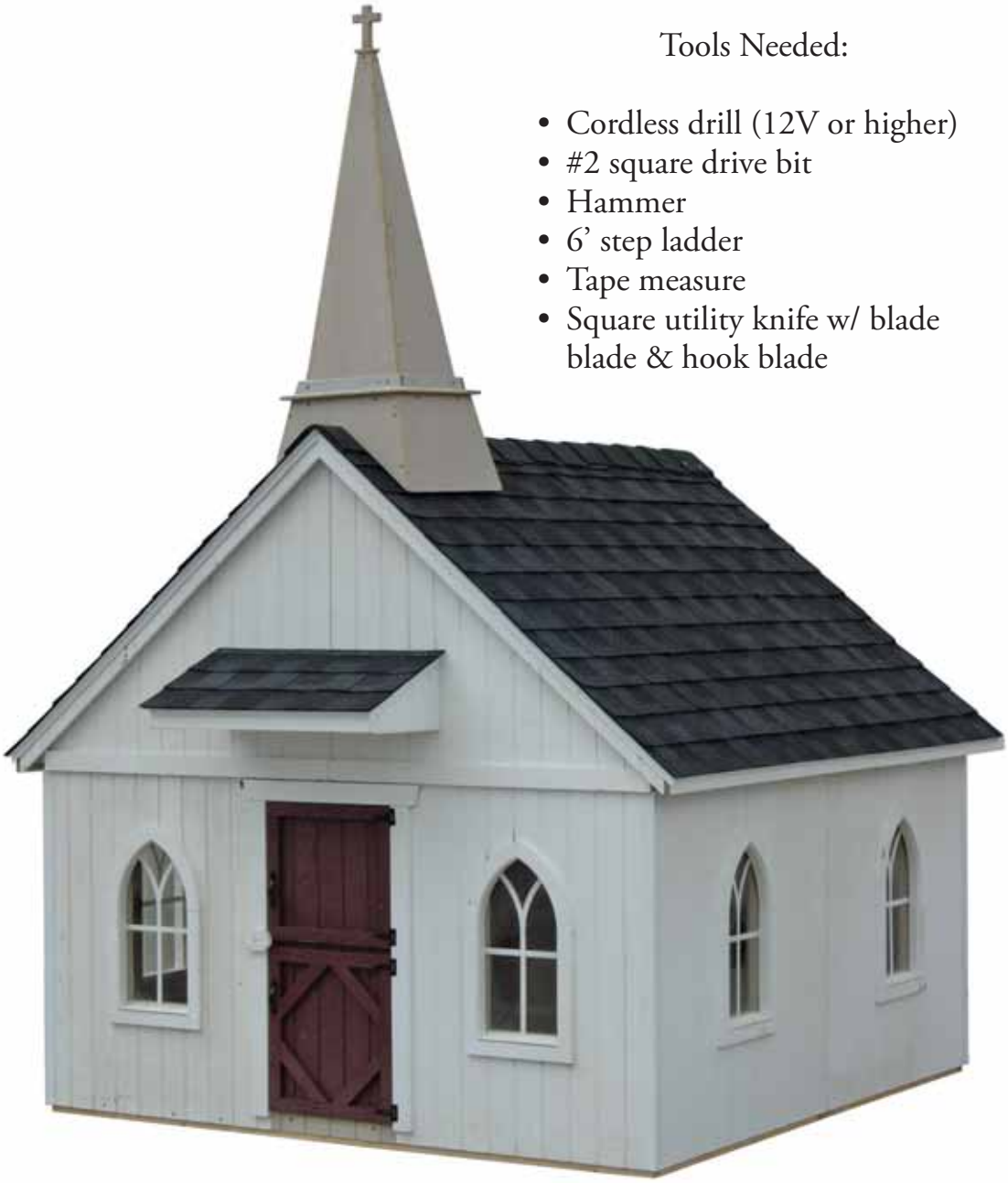
Little Cottage Chapel/Schoolhouse Construction Manual



Tools Needed:

- Cordless drill (12V or higher)
- #2 square drive bit
- Hammer
- 6' step ladder
- Tape measure
- Square utility knife w/ blade blade & hook blade

Little Cottage Co.
PO Box 455
Berlin OH 44601
330-893-4212

Little Cottage Chapel/Schoolhouse

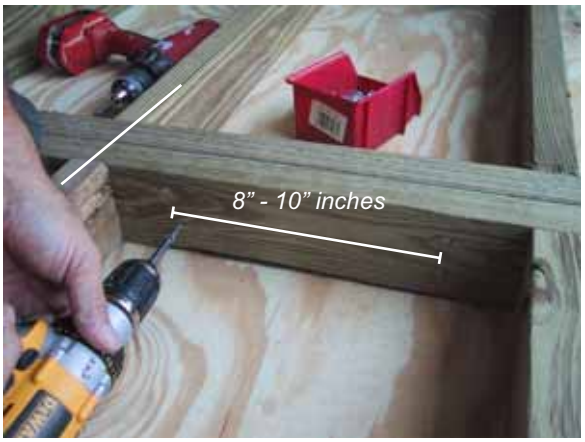
1

Thank you for purchasing from Little Cottage Co.! *You will find all components necessary to complete your chapel or schoolhouse. Refer to your buy list for specific contents, which will vary by unit.*

2

Locate a level spot and lay the two (2) 4'x4' flooring sections side by side. Verify that the plywood sheets are level to ensure that floor is even.

3



Secure sections together by driving two sets of two (2) screws per side every 8" to 10" inches. Of each set, drive one upward and the other downward towards the plywood.

4

As applicable, set additional sections in place and ensure that abutting plywood is level. Then, secure sections as previously described.

5

4' x 4' runners (as shown) are optional on standard unts. However, runners are necessary when adding a deck and rail to ensure child door clears the deck.

6

Once complete, turn floor on onto runners. Again, make sure spot is level or you may have difficulty when setting panels and roofing later.

7

Set first side panel in place, using a square to ensure that it flush with the edge of floor. While applying pressure from the outside, drive a 2½" screw through the 2X and into the floor section.

8

Repeat on the opposite end of panel. Then, secure the panel using 2½" screws every 16" between.

9

Locate the next panel and set in place. Note that the lip on the next panel should overlap the section previously secured.

10

With the section in place, drive a 2½" screw through the 2X and into the floor section.

11

Using a square to ensure the sections are flush, secure the top of the abutting 2X's using a 2½" screw.

12

Next, secure the outer edge of the panel to the corner using a 2½" screw. Then, drive additional 2½" screws along the base 2X every 16."

13

Repeat for the side wall sections on the opposite side of structure.

14

Locate a front panel section, set in place and apply pressure to the bottom.

15

Using a square to ensure the top of abutting sections are flush, drive a 2½" screw through the bottom 2X and into the floor section.

16

With the square held in place, drive a 2½" screw through the corner 2X and into the abutting section's 2X.

17

Secure the panel's base 2X to the floor section with a 2½" screw. Likewise, drive screws along base 2X every 16", as applicable.

18

Locate the corresponding front panel section and set in place.

19

Apply pressure to the base of panel.

20

Set the corresponding front wall section in place. Verify that the opening between the inside 2X's is 20". If not, adjust front panel section slightly while making sure that it does not overhang the corner of floor section.

21

Drive a 2½" screw through the base 2X and into the floor section at the corner of panel.

22

At the top, drive a 2½" screw through the section's end 2X and into the abutting 2X.

23

Drive a 2½" screw through the base 2X and into the floor section along the door opening. Screws should also be driven every 16".

24

Locate the header block and set in place as shown.

25

Level the block using a square and secure using two (2) 2½" screws on both ends.

26

Now locate a rear panel section, set in place and apply pressure to the bottom.

27

Using a square to ensure the top of abutting sections are flush, drive a 2½" screw through the bottom 2X and into the floor section.

28

Keep the level on top of the side and rear panel sections and drive a 2½" screw through the end 2X and into the abutting 2X.

29

Drive a 2½" screw through the base 2X (at the doorway) and into the floor section. Likewise, drive screws along base 2X every 16", as applicable.

30

Set the corresponding back well section in place. Verify that the opening between the inside 2X's is 34". If not, adjust front panel section slightly while making sure that it does not overhang the corner of floor section.

31

Set a level atop the abutting corner and ensure joint is flush. Drive a 2½" screw through the base 2X and into the floor section at the corner of back panel section

32

At the top, then drive a 2½" screw through the section's end 2X and into the abutting 2X.

33

Drive a 2½" screw through the base 2X and into the floor section along the door opening. Screws should also be driven every 16" along the base 2X.

34

Drive a 2½" screw through the mid-point of the end 2X (and into the abutting 2X).

35

Now locate the two half sections that will comprise the upper front of the chapel.

36

Using a square to ensure that sections are flush (both as shown and along the edge of 2X), drive a 2½" screw through the abutting 2X's several inches from the bottom.

37

Drive a 2½" screw through abutting 2X's near the top.

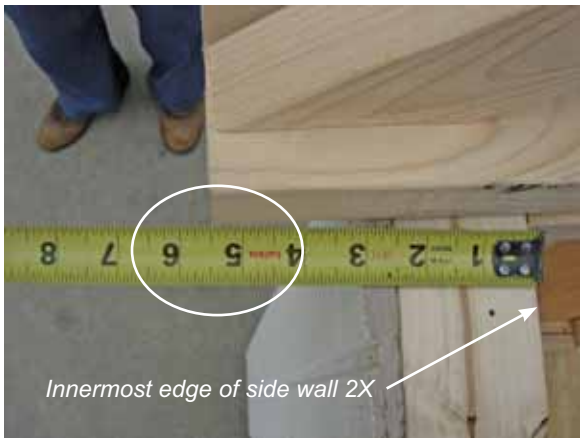
38

The upper front section of the chapel is now complete and ready for installation.

39

Carefully set the upper front section in place, with the base 2X set squarely atop front panels.

40



Note that both ends of the upper section must overhang the innermost edges of the side wall 2X's by 5½."

41

With the upper section in place, verify that the upper and lower inside 2X's are flush. Then drive 2½" screws through the upper section's base 2X and into the 2X below as shown.

42

Repeat on the opposite side.

43

Locate the upper rear section panels as shown above.

44

Using a square to ensure that sections are flush, drive a 2½" screw through the abutting 2X's several inches from the bottom.

45

Drive a 2½" screw through abutting 2X's near the top.

46

Drive a 2½" screw near the mid-point of abutting 2X's.

47

Carefully set the upper rear section in place, with the base 2X set squarely atop rear panels.

48

Note that both ends of the upper section must overhang the innermost edges of the side wall 2X's by 5½."

49

At one side, verify that upper and lower section's 2X's are flush using an angle and secure with a 2½" screw.

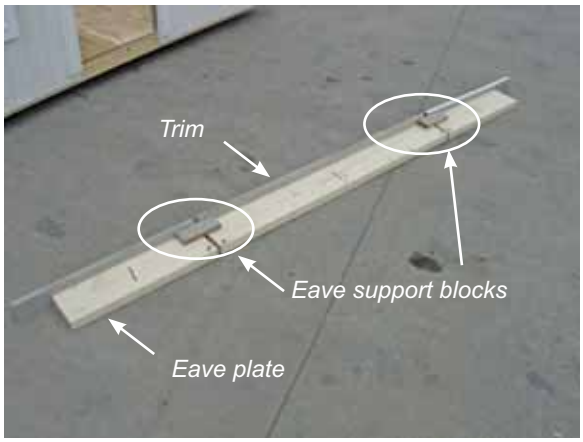
50

Repeat at the opposite side.

51

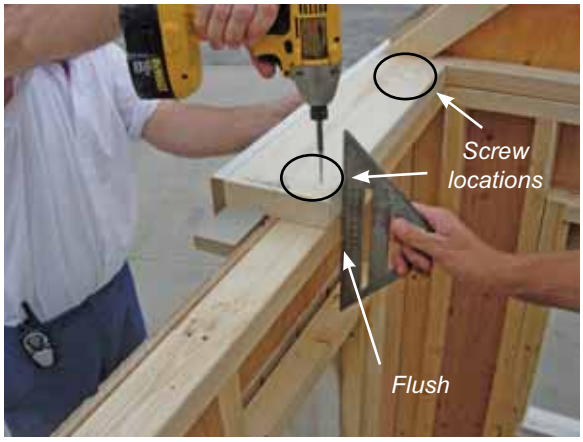
At the lower section's upright 2X, verify that the upper and lower sections are flush. Drive two (2) 2½" screws through the upper section's base 2X and into the lower section. Repeat above the opposite upright.

52



Locate the eave trim for both sides of structure, which include an eave joint block for each section. Note that the number of sections will vary depending on the length of the structure.

53



Beginning at the front of structure, set the first section in place. Use a level to verify that the inside of eave plate is flush with the inside of the side wall's 2X. Drive 2½" screws as indicated.

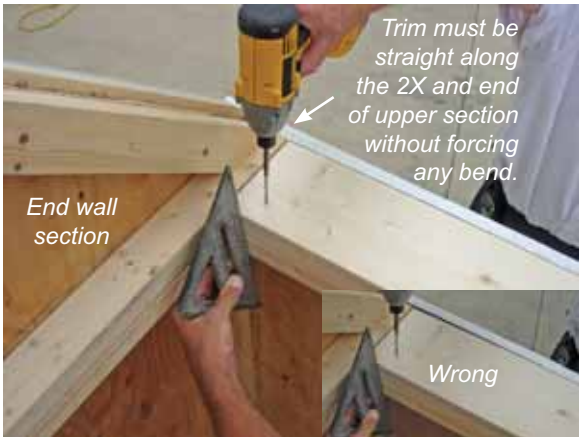
54

Attach the next trim section, ensuring that it is flush with the inside of the side wall's 2X.

55

Note that screws should be driven on both sides of wall splice as well as every 16".

56



Once at the end, again verify the eave plate and side wall 2X's are flush and drive the last 2½" screw. The trim should be flush with the front and rear panels' upper sections without forcing any bend (see inset).

57

Attach the eave joint blocks (to the eave plates) on the underside of each joint using 2½" screws on both sides of splice.

58

Locate the truss components as shown above.

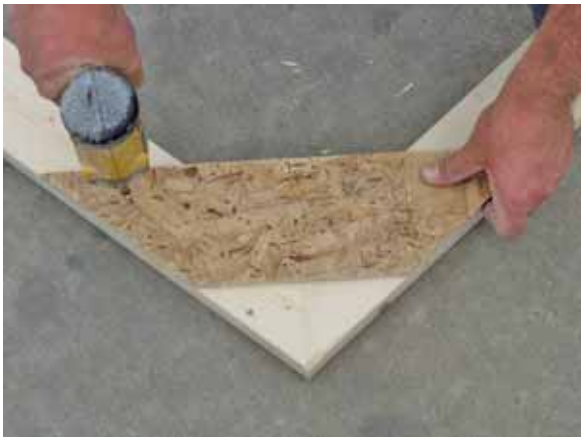
59

Use angles to square the joint of the truss, making sure the tips are even.

60

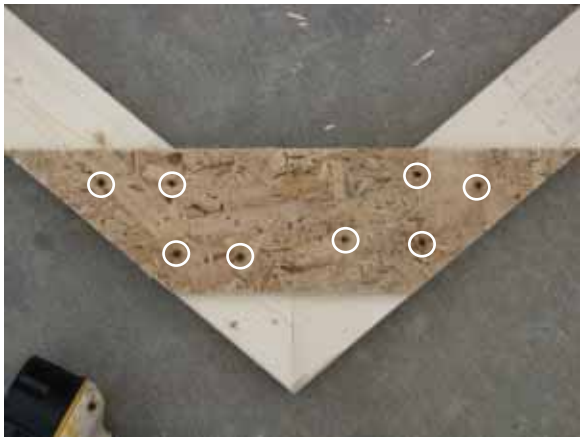
Drive a 2½" screw through one truss member and into the opposite member.

61



Set the truss plate in place and hold firmly. Then drive the first 1¼" screw through the truss plate and into the truss member.

62

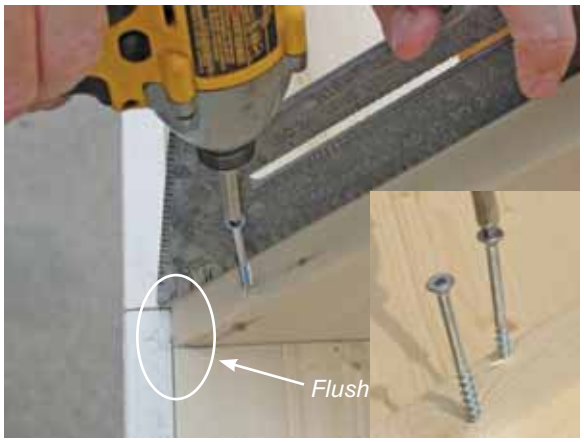


Secure the truss plate in eight (8) locations as shown above. Then, repeat the preceding steps for all remaining trusses. Note that the actual number of trusses will vary based on the length of structure.

63

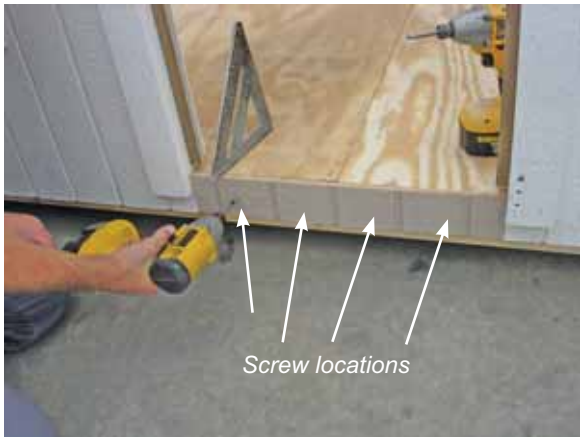
Beginning at one end of structure, raise the first truss into position. Note that all truss locations are marked on the eave plates.

64



Using a square, verify that the end of truss is flush with the edge of eave plate. Secure using two (2) 2½" screws.

65



Locate the strip of siding to be attached below the doorway. Verify that strip is level with the floor using a square. Then, secure the strip of siding using four (4) 1¼" screws.

66

Locate the door bar spacer and insert along the floor between the door jambs.

67

Set lower section of door in doorway and atop the door bar spacer. Make sure the narrow gap on both sides of door is equal. Then secure using 1¼" black headed screws as provided in your package.

68

Next, set the top door section in place atop the lower door section. Note that you should leave a ¼" gap to allow doors to open and close independently. Then, secure door using 1¼" black headed screws.

69

Locate the wooden door latch and position lengthwise as to allow its edge to be flush with the door trim. Drive a 2½" screw to the point at which the latch is tight - but loose enough to turn by hand (see Inset).

70

Attach the upper and lower outside pull handles using black headed screws.

71

Then attach inside upper and lower pull handles.

72

Locate the strip of siding to be attached below the rear doorway. Set in place, using an angle to ensure that the top of strip is even with the floor of structure, and attach using four (4) 1¼" screws.

73

Next, attach the trim above the adult door using five (5) 2½" screws as shown.

74

Set the lower section of rear door in doorway, allowing a narrow gap between the door and floor. Make sure the narrow gap on both sides of door is equal and secure the lower hinge using black headed screws.

75

Attach upper hinge of rear door as shown. Then, verify that door opens and closes freely.

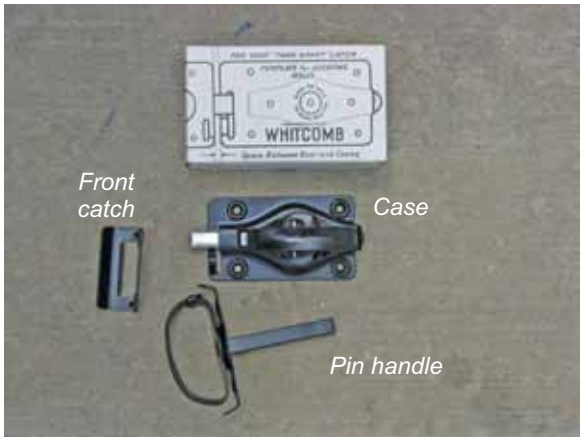
76

Set the upper section of rear door in doorway, allowing a narrow gap between the doors. Make sure the narrow gap on both sides of door is equal and secure the lower hinge using black headed screws.

77

Attach upper hinge of upper rear door as shown. Then, verify that door opens and closes freely.

78



Locate and open the latch package included in your kit. Use the template to lightly mark the latch location on your structure.

79

Secure the pin handle using the 1¼" black headed screws provided in the package.

80

Attach the case as shown above.

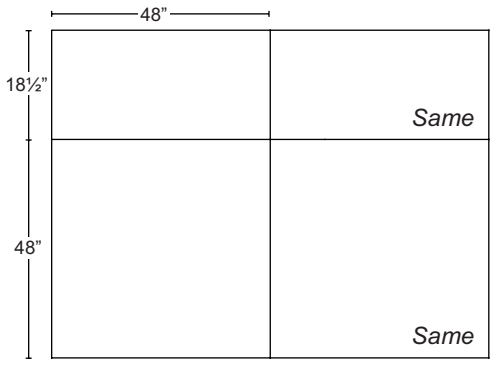
81

Verify that the bolt and front catch are properly aligned. Then, tighten the front catch.

82

Locate the Orient Strand Board (OSB) and place in a convenient location. Note the actual number of OSB panels will vary based on the length of your structure. Refer to your layout diagram.

83



The OSB sheets included in your kit have been cut for specific roof locations. Accordingly, use the diagram (as above) provided in the package to determine where each piece of OSB will be located.

84

Beginning at the lower left corner, align the first OSB sheet with the edge of truss. Likewise, use an angle to ensure that the bottom edge of OSB does not exceed the tip of the truss.

85

The lower right corner will reach, but not surpass, the center of the truss.

86

Once properly aligned, secure the lower left corner of OSB to the underlying truss using a 1¼" black head screw.

87

As in the preceding step, secure the lower right corner of OSB.

88

Now secure the center of the OSB to the underlying truss in a similar manner.

89

Place the next OSB in place, align edges, and secure the lower left corner to the underlying truss using 1¼" black head screws.

90

As in the preceding step, secure the lower right corner of OSB.

91

With the lower row of OSB in place, proceed to the next row. Align the OSB as with the preceding row and secure first the lower left corner followed by the upper left corner.

92

Verify the next truss is 24" on center, slightly adjusting left or right as needed.

93

Once on center, drive a 1¼" black head screw through the OSB and into the center line of truss.

94

Proceed to the next truss, which will hold the OSB splice. Again, slightly adjust to allow the edge of OSB to be centered on the truss and drive a 1¼" black head screw.

95

Repeat on the upper left corner of the abutting OSB.

96

Again measure 24" on center from the previous truss, and adjust slightly as needed.

97

Once on center, drive a 1¼" black head screw through the OSB and into the center line of truss.

98

Secure the upper and lower (right) corners of the OSB.

99

Place the upper row of OSB in place, align, and secure the lower left corner with a 1¼" black head screw.

100

Repeat for the upper left corner.

101

Repeat for the lower right corner.

102

Place the next OSB sheet in place and secure the lower left corner with a 1¼" black head screw.

103

Repeat for the upper left corner.

104

Repeat for the upper right corner.

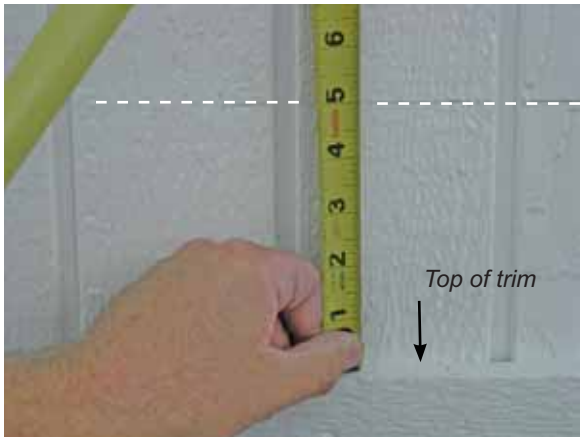
105

Repeat for the lower left corner. Then, drive 1¼" black head screws every 6" around the perimeter of all OSB sheets. Once complete, repeat for the opposite side of structure.

106

Locate and prepare to attach the awning.

107



Measure upward and strike a line 5" above the door trim. Line should be the length of the trim. Then, mark the center point of the line.

108

Measure and mark the center point on the underside of awning. Holding the awning, match the center points and align the bottom of awning with the line. If desired, lightly trace the awning for clarity.

109

Secure the awning to the structure using four (4) 2½" screws along both the top 2X and the bottom 2X.

110

From the inside of structure, drive corresponding 1¼" screws through the side wall and into the 2X's on awning.

111

Attach OSB to the awning, securing with 1¼" screws at all corners and every 6".

112

Set the dripedge along the base of roof as shown above, securing with 1¼" screws every 2'.

113

One piece of dripedge will need to cut to the proper length. Do not discard the residual dripedge, however, as it will be used on the opposite side of the structure's roof.

114

Repeat on the opposite side of roof.

115

Hold the next strip of dripedge along the end of roof line and secure as shown above.

116

Continue to attach dripedge to the peak. Then, snip the dripedge to accommodate the bend.

117

Bend as shown above and secure dripedge along the downward edge using 1¼" screws every 2'. However, DO NOT secure the last 12" of dripedge.

118

Locate the residual dripedge previously trimmed and attach as shown above.

119

The residual dripedge should be slid below the ascending dripedge and secured with a 1¼" screw. Repeat attaching dripedge on the opposite end of structure and on the awning.

120

To prepare to shingle the roof, first measure upward from the edge of dripedge 8¼" and snap a chalk line.

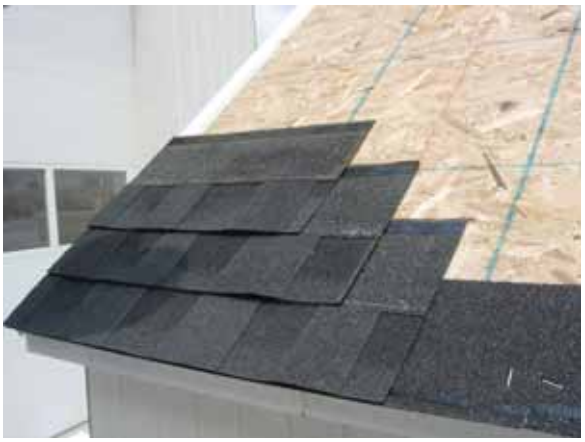
121

Attach the first row of shingles, trimming off excess as shown in the inset.

122

Begin the next row of shingles as shown.

123



Stagger rows of shingles as shown.

124

Continue to stagger shingles, working up to the ridge and towards the opposite end of the structure. Once at the ridge, carefully trim excess shingles to expose ridge opening (see inset). Repeat on opposite side.

125

126

Measure downward 6" and snap a chalk line along one side of the roof.

127

Prepare to cap the roof by trimming the first cap section to the proper width.

128

Then, align with both the chalk line and end of structure and attach to roof.

129

Continue capping roof until reaching the opposite end of structure. However, do not attach the last cap section.

130

Instead, finish the cap using a no adhesion strip as shown.

131

With the main structure now shingled, proceed to the awning. Attach the first (see inset) and second shingles.

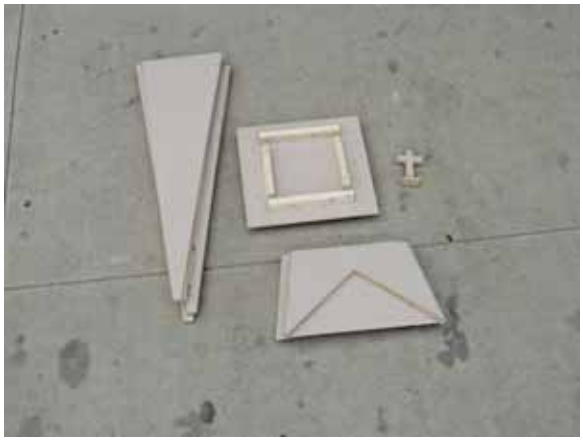
132

Then trim excess shingle along the edge of awning.

133

Attach the final shingle, trimming off excess along the awning. The awning is now complete.

134

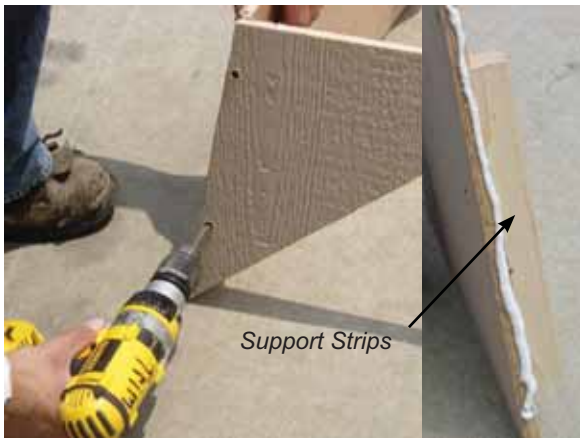


Locate the steeple components provided in your package. Note that the base of structure will be assembled first.

135

Beginning with a section without the ridge cutout, caulk the end as shown.

136



Position the two pieces as shown and secure using two (2) 1¼" screws. Note that screws must be driven into the 1X support strips as shown.

137

With the remaining section without the ridge cutout, caulk the edge as shown.

138

Again position the two pieces together and secure using two (2) 1¼" screws.

139

Now assemble the two sections together, noting that abutting edges must be caulked as shown in preceding steps.

140

As with the base, assemble the steeple portion by first caulking along the edge of one side.

141

Holding the edges flush, secure the two sections with 1¼" screws every six inches.

142

Assemble the remaining sides of the steeple in a similar manner.

143

Now locate the cross and insert into the opening at the top of the steeple. Drive a 1¼" screw through the side of steeple and into the underside of cross, securing it in place.

144

Set the completed upper section of steeple on the steeple deck as shown above.

145

Secure the steeple to deck with two (2) 1¼" screws on all four sides.

146

Then attach trim along all four sides of the bottom of steeple.

147

Set assembled steeple and deck on top of the steeple base as shown.

148

Secure the steeple to the base using two (2) 1¼" screws on all four sides.

149

Run a bead of caulk along the upper and lower perimeters of the trim as shown.

150

With assistance, carefully lift the fully assembled steeple to position and secure by toenailing a 2½" screw through the steeple and into the roof at each corner.

151

Locate the three (3) 36" door braces provided in your package. These 2X supports brace the joint between the upper and lower rear wall sections.

152

Use a square to ensure that the supports are aligned with the underlying 2X's. Attach one support above the door (from 2X to 2X) and the other two along the sides.

153

Secure the bottom of siding to the floor section using 1¼" screws every 8".

156

Similarly, secure siding at abutting corners using 1¼" screws every 8". Then attach the corner trim as shown.