

SIERRA LAKES COUNTY WATER DISTRICT

RECOMMENDED PROCEDURES FOR CLOSING YOUR MOUNTAIN HOME BETWEEN OCTOBER 1ST AND MAY 15TH

Closing Your Home:

1. Turn **off** power to water heater.
2. Turn main water supply valve **off**. The valve should be 1/4 turn stop & drain valve which shuts the cold water supply off and drains the cold water from the house piping.
3. Turn hot water drain to **open**. This drains the hot water from the house piping. The hot water drain could be either a 1/4 turn valve or a gate valve which turns several times.
4. **Open** water heater drain located at base of water heater.
5. **Open** all water faucets within the house and leave open. In a tub/shower combination, make sure shower pipe is drained.
6. Flush toilets, hold lever down until all water is drained from the tank. Plunge the water down in toilet bowl. Put at least one cup non-toxic Propylene Glycol based antifreeze in the tank and the same amount in the bowl. (SIERRA is one brand of antifreeze that is essentially non-toxic and environmentally safe.)
7. Put at least 1/2 cup non-toxic Propylene Glycol antifreeze in every drain: kitchen sink, tub, shower, bathroom basins, etc.
8. If electric power is left on, turn heat to low or off. If power is turned off, prop open refrigerator door.
9. If closing your home for the entire winter, add more Propylene Glycol antifreeze.
10. Seal off foundation vents to prevent circulation of cold air under house.

To Open Your Home:

1. Turn hot water drain to **close**.
2. **Close** water heater drain.
3. Turn main water valve stop & drain **on**.
4. Turn **off** all faucets, except for one faucet on the hot water side; this allows the air to discharge from the water heater as it fills. The filling process should take 10 to 15 minutes. When water starts running freely with no air in it, turn **on** power to water heater.
- 5.* Turn **on** electric power.
- 6.* Turn **on** heat.
7. Uncover vents when weather warms in late spring.

* If the house is extremely cold, the heat should be turned **on** one to two hours prior to turning water valve **on** so the water will not freeze in the pipes.

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O&M Office located at Water Filtration Plant on Short Rd off Yuba Dr