SE 28th Winterization

1) To winterize exterior three exterior faucets: Disconnect all hose.
    a. UNIT 4351 has a turn off to the east exterior faucet in the garage. Close the interior faucet and open the exterior faucet to drain. Close exterior faucets after water stops dripping and place Styrofoam covers on.
    b. UNIT 4353 has a turn off to the West exterior faucet in the basement bonus room on the south ceiling. Follow the pipe on the inside to find the knob. Turn off in the interior, then open exterior faucet to drain. Close exterior faucets after water stops dripping and place Styrofoam covers on.
    c. I think these are the only two. Please walk around and confirm. Cover any others with Styrofoam cover.
2) The most vulnerable sinks are on the exterior walls. Cabinets need to be left open to allow heat to circulate under sinks (bathroom and kitchen). When night temperatures are below freezing, leave the sinks dripping. This is especially important when daytime temperatures do not get above freezing.
3) Ensure all tenants walk around the property and know where the main water shut off is located at the street. Ensure all know how to use the tool in the garage (or wrench) to turn the water to the house off, in case of a pipe break. When the water knob is parallel, water is on. Perpendicular to the line is off.
    a. Most houses will have a water shut off (lever) where the ¾" line enters the house on the street side. Possibly, it will be a knob you turn.
    b. If not, water can be turned off at the street. See: http://www.youtube.com/watch?v=a_P44FBxgMY
4) It is also important to look at the gas service and make sure all tenants know how to turn off the gas if we have an earthquake. It takes a special tool (should work for the water main and the gas line). Locate it and ask questions now!
    a. The gas meter will be found on the front or side of the house.
    b. To learn how to turn off the gas main see: http://www.youtube.com/watch?v=GwRCXnKHCGA
5) At the first sign of a deep freeze or emergency situation, fill the bathtub and water bottles with water. Water can be poured into the toilet bowl to flush it. It can also be boiled for cooking and drinking. Look at the hot water heater. It is a source of water in an emergency. There is a drain at the base. Make sure you all know how to hook up a hose to access the water stored in the tank.
6) All snow and ice need to be cleared from the sidewalk and path to the house. It is common for snow to fall, then rain and freezing weather. Clear snow before it rains and freezes! This is for your safety. Look in the garage and basement for snow shovels. If you don't have one on site, purchase one.
7) Email: shelleyzucker@gmail.com once the property is properly winterized and all tenants are familiar with emergency procedures. If you suspect a frozen pipe, call me ASAP.
8) Leaks occur as the pipe unfreezes. If you discover a leak, turn off water to the property and call ASAP.
9) Below is more info:

Preventing Frozen Pipes

Before the onset of cold weather, prevent freezing of these water supply lines and pipes by following these recommendations:

- Remove, drain, and store hoses used outdoors. Close inside valves supplying outdoor hose bibs. Open the outside hose bibs to allow water to drain. Keep the outside valve open so that any water remaining in the pipe can expand without causing the pipe to break.
- Do not put antifreeze in pipes. It can destroy them.
- Check around the home for other areas where water supply lines are located in unheated areas. Look in the basement, crawl space, attic, garage, and under kitchen and bathroom cabinets. Both hot and cold water pipes in these areas should be insulated.
- Consider installing specific products made to insulate water pipes like a "pipe sleeve" or installing UL-listed "heat tape," "heat cable," or similar materials on exposed water pipes. Newspaper can provide some degree of insulation and protection to exposed pipes – even ¼" of newspaper can provide significant protection in areas that usually do not have frequent or prolonged temperatures below freezing.

During Cold Weather, Take Preventative Action

- Keep garage doors closed if there are water supply lines in the garage.
- Open kitchen and bathroom cabinet doors to allow warmer air to circulate around the plumbing. Be sure to move any harmful cleaners and household chemicals up out of the reach of children.
- When the weather is very cold outside, let the cold water drip from the faucet served by exposed pipes. Running water through the pipe - even at a trickle - helps prevent pipes from freezing.
- Keep the thermostat set to the same temperature both during the day and at night. By temporarily suspending the use of lower nighttime temperatures, you may incur a higher heating bill, but you can prevent a much more costly repair job if pipes freeze and burst.
- If you will be going away during cold weather, leave the heat on in your home, set to a temperature no lower than 55° F.

To Thaw Frozen Pipes

- If you turn on a faucet and only a trickle comes out, suspect a frozen pipe. Likely places for frozen pipes include against exterior walls or where your water service enters your home through the foundation.
- Keep the faucet open. As you treat the frozen pipe and the frozen area begins to melt, water will begin to flow through the frozen area. Running water through the pipe will help melt ice in the pipe.
- Apply heat to the section of pipe using an electric heating pad wrapped around the pipe, an electric hair dryer, a portable space heater (kept away from flammable materials), or by wrapping pipes with towels soaked in hot water. Do not use a blowtorch, kerosene or propane heater, charcoal stove, or other open flame device.
- Apply heat until full water pressure is restored. If you are unable to locate the frozen area, if the frozen area is not accessible, or if you can not thaw the pipe, call a licensed plumber.
- Check all other faucets in your home to find out if you have additional frozen pipes. If one pipe freezes, others may freeze, too.