



# CALAVERAS COUNTY WATER DISTRICT

120 Toma Court • P.O. Box 846 • San Andreas, CA 95249 • (209) 754-3543 • www.ccw.d.org

## Checklist for Winterizing Homes & Properties

Don't be caught unprepared by winter. Prevent the expense and inconvenience of frozen pipes by following these simple steps

### Locate the Main Shut-Off Valve

Don't wait for an emergency. Find the main shut-off valve now! If a pipe breaks, excessive water loss and flooding can be stopped by turning off the main shut-off valve at the meter. If the home does not have a main shut-off valve here, it is worth installing one. Some homeowners may also have a shut-off valve where the waterline enters the home, which are commonly located in the basement, the garage, or outdoors by the foundation, often near a front faucet. Test the valve by turning the handle to be sure it's working properly and identify it with a tag.

### Outside the home

- Remove all hoses from hose bibs. Drain the hoses before coiling them up.
- Turn off irrigation timers.
- Turn off all water valves to irrigation systems and fountains.
- Drain irrigation systems (Tip: consider using compressed air to blow the water out of the system)
- Insulate valve manifolds and backflow devices (if they are in the ground in a box, simply remove the lid and put insulation in a trash bag and carefully lay it over the valves in the box and put the lid back on. If the valve manifold is above ground, wrap the assembly with insulation and put one or two heavy-duty trash bags over the insulation and tape it up so the wind won't remove it).

### Under the home

- Close all vents that were opened for the summer.
- All water lines should be wrapped in pipe insulation (hot and cold).
- Any water lines that are near open areas should have heat tape applied under the pipe insulation.

### **In the garage**

- All water lines should be wrapped in pipe insulation (hot and cold).
- Any water lines that are near open areas should have heat tape on under the pipe insulation.
- If the water heater is in the garage, do not turn it off (even if it is a second home) because it will freeze without heat.
- If the washer is in the garage turn the water off when not using it.

### **If the home will be left unattended**

- Shut all water off to the house. If the house does not have a main shut-off valve, have one installed.
- Drain as much water from the pipes as possible (open all faucets, this will help drain the lines and allows any freezing water to expand if something does freeze).
- Turn off the water valves to toilets, and flush them to drain the tank but not the bowl.
- Leave the home heating system on at a low temperature to avoid freezing in the house (no matter how well the pipes were drained, they can still have water in them).
- Turn off the water heater.
- Never leave water running in a vacant house.

### **If the water can't be turned off to the house**

- Leave the heater on at a low temperature to avoid freezing.
- Leave one or two faucets on at furthest locations from the water source entering the house at a very low dribble to help keep the water flowing and not freezing just in case of a power outage that prevents the heater from working.

Please note that during freezing weather CCWD's staff handles a large number of calls. Customers who call for assistance should be prepared to wait until a representative is available to help. Customers who believe their pipes are frozen may contact CCWD Customer Service at (209) 754-3123 or email [customerservice@ccwd.org](mailto:customerservice@ccwd.org) for assistance.