

Westchester Commons Townhome Association

January 10, 2010

Hi, Neighbors.

I wanted to make you aware that one of our neighbors had a pipe burst and the home was flooded. This pipe that burst ran from under the sink in the upstairs bathroom, through the ceiling above the master bedroom, and out to the outside hose bib in the rear of the home. This is the pipe that is used to winterize the rear outside hose bib. The home sustained a lot of damage.

If you did not winterize your outside hose bib this season, please be sure to at least close the cutoff valves and open the outside hose bibs. There are two configurations. If you have a Mendelhall townhome, the winter cutoff for the back hose bib is located under one of the sinks in the upstairs bath, and the cutoff for the front hose bib is located in the laundry room closet behind the grill close to the floor. If you have a Pendelton townhome, both of the cutoffs are under one of the sinks in the upstairs bath. I'm attaching instructions for the full winterizing procedure; however this procedure assumes that the water is flowing freely while the temperature is still above freezing. Before doing the procedure, check to see whether any water is coming out of your outside faucets. If it is, you can just go through the procedure as outlined.

If no water comes out of the outside faucets, the pipe may already be frozen. If this is the case, you should at least close the winter cutoff valves. This will limit the amount of water that can come out if the pipe is burst. Remember that burst pipes don't present themselves as a problem until the temperature rises enough to thaw the frozen water--then the water leaks out.

Let me know if you have any questions, or if you need help with the procedure.

Once we are out of danger on the temperatures, we will be starting the fence washing/staining project, so we will be asking you to reverse the winterizing to provide water for the pressure washers.

Ben Rawlings
President

WINTERIZING EXTERIOR HOSE BIBS

It is very important that exterior hose bibs are prepared for the colder temperatures to prevent damage from frozen and burst pipes. The following is the procedure to follow for winterizing the hose bibs and then to return them to normal use in the Spring.

A) Winterizing the hose bibs

- 1) Locate the cut off valve inside the house. Turn the cut off valve clockwise until it will not turn anymore. See illustration 1.
- 2) Go outside to the hose bib and open by turning the handle counterclockwise to allow the water to drain out.
- 3) If a back flow preventer is attached to the hose bib, locate the stainless steel pin in the center of the valve where the hose attaches. Push the pin to the side and hold until it stops draining. See Illustration 2.
- 4) Return to the cut off valve in the house. Located on the side of the valve is a thumb screw. After placing a small container under the valve, remove the thumb screw. A small amount of water will be released. See Illustration 1.
- 5) Return to the hose bib outside and repeat step 3.
- 6) The pipes should be drained now. **DO NOT CLOSE THE HOSE BIB.**
- 7) Replace the thumb screw on the cut off inside the house. Tighten gently with a pair of pliers. This will prevent the loss of the screw as well as protect from leaks in the event that the valve is accidentally turned on. **DO NOT TURN THE VALVE BACK ON UNTIL SPRING.**

B) To prepare for use of the hose bibs in the Spring.

- 1) Make sure the hose bib outside is turned off by turning the handle clockwise.
- 2) **MAKE SURE THE THUMB SCREW ON THE CUT OFF VALVE INSIDE IS IN PLACE AND GENTLY TIGHTENED**
- 3) Turn on the cut off valve inside the house by turning the handle counter clockwise.
- 4) The hose bib can now be turned on by turning the handle counter clockwise to release the water.

