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PARKING

SUMMER: Park next to the cabin, don't block the road, don't park in the neighbors' lots. If you need to turn around, do so at the end of the road turnaround.

WINTER: Park up to three vehicles on the west side of the plowed lot at the top of Donner Pass Road, circled by the buildings of the former Sugar Bowl Ski Academy. Look for the sign marked "Lake Mary Resident Parking Only." Park your car as close to the "old gas shed" as conditions permit, and place a permit on the dashboard of your vehicle that can be obtained from a black lockbox attached to the "old gas shed," combination 270 from bottom to top. You will need to bring your own shovel, ice scraper, and chains to help you drive out of the parking lot.



POWER

After entering, go to the left of the wood-stove, find the large main circuit breaker and switch it on, leaving the other switches alone. If arriving at night, you will need a headlamp or flashlight.

WINTER: You will come back to the panel after beginning Cold Weather Procedures.

FRIDGE: The refrigerator is left unplugged and the door left open between cabin visits. The plug is between the refrigerator and the cabinet to the left, at eye level. Plug it in and close the door.

WATER

SUMMER: Everything should be ready to use. The pump turned on when you switched on the main circuit breaker. The water should flow when you turn on any sink tap, and the hot water heater (to the left of the kitchen sink) should be plugged in. During summer, please leave the water just as it is (leave the pipes under the sink in the ON position and leave the water heater plugged in).

WINTER: Do NOT call a plumber if you encounter any issues with the water without explicit, prior authorization from the DOCNC Board of Directors. Instead, follow these instructions to prevent any issues from occurring. Note: These procedures have been updated to reflect changes to the plumbing system after cabin renovations. The entire water system, including the water heater, must be filled and drained for each cabin visit to prevent frozen and burst pipes. This is the most complex and critical aspect of cabin usage. A mistake can lead to damage that cannot be repaired until spring.

COLD WEATHER PROCEDURES

Start-up the Water System:

1. Close (make perpendicular to pipes) the two green valves under the kitchen sink.
2. Check to make sure that the kitchen sink taps and mudroom sink taps are open. (On mudroom sink near the toilet, taps open by turning counter-clockwise all the way.)
3. Check to make sure that the hot water heater is unplugged.

4. Check to make sure the blue valve is ON (make parallel/in-line with pipe).
5. Turn on pump power by flipping on circuit breaker #11 at the circuit panel by the wood-stove. (Main breaker also has to be on.) You will hear the pump kick on, drawing water from the well and into the cabin's pipes.
6. Wait for water to start running from the kitchen and mudroom sink taps. Close both mudroom taps. Then close the kitchen cold tap only (leave the kitchen hot tap open; the water heater tank is still filling).
7. After water starts running from the kitchen hot tap, close kitchen hot top. (When the kitchen hot tap runs you know that the water heater tank has been filled.)
8. Now, and only after following above procedures, the hot water heater can be plugged in. You will have hot water in about an hour.

Summary of ON final positions:

- A. Two Green Valves Closed
- B. Blue Valve Open
- C. Pump Power On (circuit breaker #11)
- D. Taps Running (Then Close Them)
- E. Water Heater Plugged In



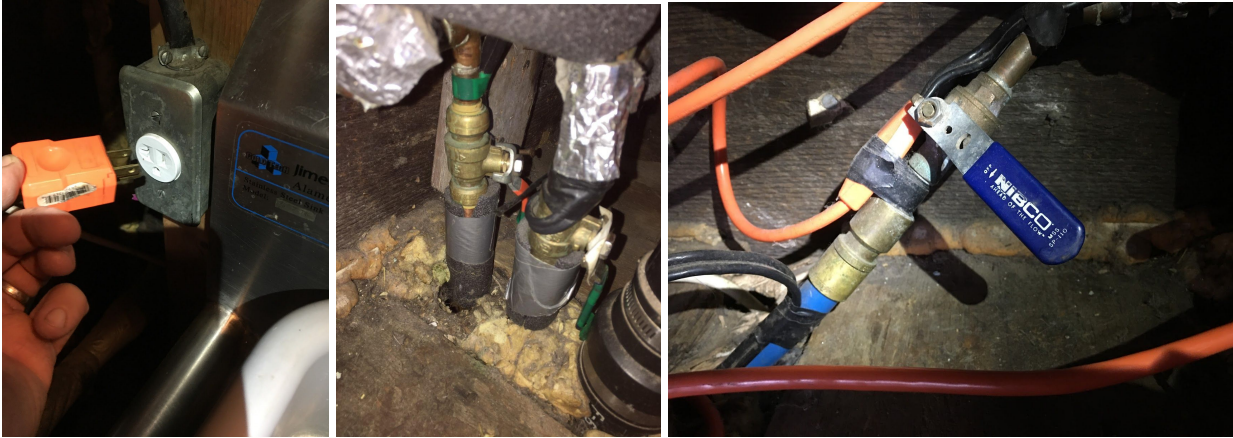
Shutdown the Water System:

1. Unplug the water heater.
2. Turn the blue valve OFF (make perpendicular to pipe) under the sink to isolate the feed line from the pump.
3. Turn power to the pump OFF (circuit breaker #11).
4. Open kitchen and mudroom sink taps, both hot and cold.
5. Open (make parallel/in-line with pipes) two green valves under the sink. This will drain all the water in the kitchen and mudroom lines plus the water heater tank. This takes a few minutes; you will hear the water draining.
6. At the toilet, turn the red valve to the ON position (horizontal/make parallel/in-line with pipe) and press the toilet pedal halfway down (you should hear water gurgling). Hold the pedal down for at least 30 seconds or until no more water enters the bowl. Then press the pedal down once all the way to empty the bowl.
7. When all water from the water heater tank is drained (you can't hear the sound of any water trickling), open blue valve (make parallel/in-line with pipe). This will relieve all remaining pressure from the system and drain standing water from the feed line.

Summary of OFF final positions:

- A. Water Heater Unplugged
- B. Pump Power Off (circuit breaker #11)

- C. All Sink Taps Open (kitchen & mudroom)
- D. Two Green Valves under sink Open
- E. Blue Valve under sink Closed
- F. Red Valve at toilet Open



Very Cold Weather: Automatic heat tapes have been installed in the mudroom and main feed lines coming up through the basement that operate when a built-in thermostat drops below freezing. Still, there is a chance the pipes freeze; letting the cabin go cold while the system is activated increases this likelihood. If water does not flow after correctly following the procedures listed, please be patient. Open the taps and wait. The lines usually will thaw as the cabin warms and heat tapes kick in. Open the doors under the kitchen sink to allow quicker warming. If a pipe does burst, most likely this would be in the mudroom sink system. It can be isolated by closing the two yellow valves on the mudroom sink, leaving the kitchen sink operational. Please report any problems with the water system to a DOCNC board member.

TOILET

We have a RV-style toilet in the water closet just past the mudroom sink. To prepare the toilet for use upon arrival:

1. After the rest of the water system is turned on (particularly applicable in **WINTER**), turn the red-handled valve on the silver wrap-insulated copper water supply pipe to the ON position (horizontal/make parallel/in-line with pipe).
2. Hold the foot pedal on the toilet halfway down until some water enters the bowl.
3. Pour about 4 oz (1/2 cup) of Aqua-Kem into the bowl and press the pedal all the way down.
4. If freezing temperatures are expected (overnight or while you are away during the day), turn the red valve to the OFF position (vertical/make perpendicular with pipe).
5. Check that the bathroom's waste bin is lined with a fresh bag. If not, find a bag in the bathroom or in the kitchen and insert it into the waste bin. **NO TOILET PAPER OR PAPER PRODUCTS (OR ANYTHING OTHER THAN BODILY WASTE) ARE TO BE FLUSHED DOWN THE TOILET.** Place all toilet paper in the bag in the waste bin and carry out with your trash. **DO NOT BURN.**
6. For regular use, press the pedal to the floor to flush, and only flush as much as necessary. Place toilet paper in the bag in the waste bin. Every 2-3 days, repeat step 3.

HEAT

First: CANDLES ARE NOT ALLOWED. The cabin is NON-SMOKING. Before you light any fires in the cabin, completely empty the wood-stove and fireplace of all ashes from previous fires. Using the shovel and ash bucket, dump all cold ashes into one of the steel garbage cans on the porch. Familiarize yourself with the location of the fire extinguishers and exits. Do not burn anything other than wood in either the wood-stove or the fireplace; a very small amount of newspaper is the exception.

Wood-stove: Use the wood-stove in the living room for heat; it is very efficient and can heat the whole cabin to uncomfortably high temperatures no matter how cold it is outside. First, open the inlet air control fully (beneath the wood-stove) by sliding handle to the right to create a draft for starting a fire. Next, when hot coals present, rake a 1'' to 2'' wide trough in the center of the coal bed from front to back. When cold ashes present, empty in metal trashcans on porch. Next, add a small amount of crumpled newspaper, kindling in a teepee fashion, and a few small pieces of hardwood, avoiding fuel touching the door glass. The wood-stove burns hardwood, which is heavy and dense and stacked in the corner by the wood-stove. Next, ignite newspaper, close the door, and monitor closely. If the fire dies down substantially, open door slightly. The "heavy," cold air in the flu might take time to heat first before adding logs (~10 minutes). Next, add larger pieces of wood as the fire progresses being careful not to overload or smother. Tend the fire until it is burning briskly and readjust inlet air control to desired burn rate (closed=handle to the left=low burn, partially open=handle in the middle=medium burn, fully open=handle to the right=high burn). Finally, when re-fueling, adjust inlet air control to the fully open position to prevent smoke spillage.

Fireplace: The fireplace is great for ambience. Only burn softwood in the fireplace. Softwood is light and is stacked next to the fireplace, and more can be passed up from the basement. If there is no softwood available, then do not use the fireplace at all. ALWAYS keep fire screen in front of the fireplace for safety, except when feeding the fire. Plan your use of the fireplace so that there is no active fire and no unburnt wood remaining in the fireplace when you depart.

DEPARTURE CHECKLIST

- Log Book: Make an entry, bonus points for illustrations.
- Woodpiles: Restock the two woodpiles, softwood next to the fireplace and hardwood next to the wood-stove. The wood from the basement is accessed via trapdoor in the mudroom. Another small trapdoor for convenient transfer of wood from the basement into the living room is located next to the softwood pile by the fireplace.
- Kindling: Restock the kindling from softwood by chopping more either outdoors or in the basement and not in the cabin. You will find axes and a chopping block in the basement.
- Ashes: If, and only if, the ashes are cold (meaning you can safely stick your hand in them), shovel them out and, using the metal bucket, transport them to one of the metal ash cans on the porch. Do not "make" ashes cold by pouring water on them; this creates a huge mess. If the ashes in the wood-stove are still hot or contain burning embers, leave them (this is the most fireproof container in the cabin). If you must leave while there are hot ashes in the wood-stove, ensure there are ashes or dying embers and not a raging fire, and ensure the wood-stove door is securely closed and lever pushed to the right (open to as much oxygen as possible). In contrast, never leave a fire in the fireplace unattended. You must leave the fireplace clean when you depart, so time your last fireplace fire appropriately.
- Cleaning: Wash dishes and leave bowls upside down to prevent rodent habitation, wipe down kitchen counters, sponge the mudroom sink area, clean fridge and take all leftover food/drink

with you, sweep/vacuum all floors (extra vacuum bags upstairs), consider mopping kitchen floor. You will be charged \$120 if you leave the cabin untidy.

- Fridge: Remove all contents and empty ice trays into sink. Unplug the fridge; the plug is on the left, between the cabinet and the fridge. Clean any mess inside the fridge/freezer. Open the fridge and freezer and prop them ajar.
- Garbage: Carry out anything you carried in, no exceptions. We no longer have access to the dumpster at Sugar Bowl Academy so drive it all back to your home.
- Toilet: Remove the bag of used toilet paper and pack it out. Flush 4 oz (1/2 cup) of Aqua-Kem down the toilet. **SUMMER**: leave ready for use by the next visitor. **WINTER**: follow Cold Weather Procedures.
- Water: **SUMMER**: Leave it all as is. **WINTER**: follow **Cold Weather Procedures**.
- Power: Go to the left of the wood-stove, find the large circuit breaker, and switch it off.
- This cabin manual: Leave it on the dining room table, easily visible to the next guests.
- Door lock: Re-padlock the entrance door. **SUMMER**: Be sure the basement door and deck door are locked as well.

AVALANCHE WARNING

Members of the DOCNC Board of Directors call your attention to the threats of avalanches, hypothermia, getting lost, equipment failure, etc., but our warnings cannot substitute for your prudence, preparedness, and education. If snow is present at or near the cabin, avalanches are a real risk. People have lost their lives to avalanches within a few hundred yards of our cabin in recent years. Still more have suffered serious injuries. Avalanches are a clear and present danger in the vicinity of our cabin whenever there is snow on the ground.

Be careful of deep snowdrifts, tree wells, unstable snow bridges over creeks and other hazards. Also, be aware that snow on steep slopes or corniced overhangs are especially likely to slide in avalanches large and small. Almost any slope can avalanche, even small, low rising slopes given the right conditions.

If a person is caught in an avalanche, even a tiny one, s/he is likely to be killed or at least severely injured. The cabin itself is not in a known avalanche path, nor is the route to the cabin from the Sugar Bowl Academy parking area. However, the backcountry vicinity immediately adjacent to and surrounding the cabin is full of potential risk factors, so please do prepare yourself and other members of your party with appropriate knowledge and equipment. Even if you enter only a few feet beyond ski resort boundaries or a road's right-of-way, YOU ARE IN AVALANCHE COUNTRY and you should keep that in the front of your mind.

If you venture into the backcountry (meaning, anyplace other than a road or a building), we strongly urge you to carry a transceiver, shovel, and avalanche probe, AND be armed with training and knowledge of how to use them.

If you or other members of your party have any questions regarding snow-related hazards, and/or if you are not fully confident of your competence, skills, training, experience, and equipment with respect to avalanche awareness, avoidance, and rescue, please contact the DOCNC Board of Directors at information@docnc.net, visit www.sierraavalanchecenter.org, and call the Avalanche Conditions Hotline at 530-587-2158.

WATER SYSTEM EXPLANATION & TROUBLESHOOTING

The cabin's water comes from a well on the property. A water pump, located in the pump room in the basement, draws water from this well into the cabin's pipes. During the cold weather season, it is

kept constantly warm by a baseboard heater that generates enough heat to keep the temperature in the pump room above freezing.

The heater is on a separate circuit and does not go off when the main cabin power is turned off. You should not have to go into the pump room for any reason, although in an emergency (pipes really frozen or burst) water can also be drawn from the hose bib that is on the side of the pump room in the basement. Note: in winter the hose should be disconnected from this bib so that it can drain.

Except for a complete failure of the pump, you can still get water, and should never have to melt snow.

If the water is not clear (iron oxide sediment in the well from our surrounding granite), you can let the water run for awhile and it should run clear. If this does not work, it could be the pump has run too long and stirred up sediment in the well. Leave the system off for a bit, and then run the taps again.

When running water, you will note from time to time that the pump starts running; you should be able to hear it. The pump should run only long enough to bring the ballast tank up to pressure, no more than 5 minutes.

Sometimes when the water is getting turned on and off frequently and in short bursts (washing dishes for example), the pump can fall into a nasty feedback loop, turning off and on over and over again, sometimes sounding rather monstrous. This is uncomfortable to listen to and not good for the pump.

To stop this schizophrenic pump activity, just turn the water on from any sink, and keep it on until the pump smooths out and runs consistently. Then turn the taps off. The pump should run for a few minutes and then switch off as normal.

If you note that the pump is on continually, and will not shut off, there is either a problem with the pump, or you have “bad” running water (an open drain valve, or burst line).

Please check immediately and if necessary turn off the power to the pump only. It is breaker #11 on the main electrical panel.

If you have ANY questions or concerns, please contact the DOCNC Board of Directors. Please do not tamper with or attempt to adjust the limit switches on the pump itself. They are set to match the pressure in the ballast tank, and are not user adjustable.

CONTACTS

Emergency	911
President Craig Sakowitz	415-290-0503
Secretary Sarah Finck	413-358-5719
Treasurer Brendan Nagle	781-439-0446
Director Ben Prudhomme	650-847-8831
Director Jen Cohn	415-706-5682
Director Jennifer Leahy	617-470-9075
Director John Gronberg	508-878-0935
Director Justin Wells	415-497-3428
Director Scott Jules	415-305-9692
Director Tom Keegan	415-385-5766
Director Xantha Bruso	415-730-6271
Reservations Coordinator Tory Griffith	docncreservations@gmail.com
DOCNC Board of Directors	information@docnc.net
Sierra Avalanche Center	www.sierraavalanchecenter.org
Avalanche Conditions Hotline	530-587-2158
DOCNC Cabin	530-426-0413

