

Resiliency Strategy

An Emergency Response & Preparedness Plan

3575 Mendocino Avenue, Santa Rosa

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I. Introduction

a. Purpose of the Plan

The purpose of this plan is to help ensure the safety of residents, their guests and management of the new community proposed at 3575 Mendocino Avenue, Santa Rosa, in the event of an emergency or disaster. While the community is not located within a Wildland Urban Interface Fire Area, all of the buildings in the community have been constructed in conformance with the fire and building codes in place at the time of construction, including wildfire and earthquake hazards. This plan is intended to supplement the operational and regulatory requirements that are currently in place in the City of Santa Rosa. This plan is not required by law or City ordinance and has been voluntarily prepared in order to offer a high level of emergency preparedness and response for residents, their guests and management of the new community. Where this plan differs from those existing requirements; the existing requirements shall apply.

This plan establishes guidelines for reasonably foreseeable emergencies and disasters that might occur. Because each emergency or disaster involves unique circumstances, the guidelines provide general guidance only. Thoughtful actions based on situation assessment are always required when responding to an emergency or disaster. It is also important to note that emergency guidelines do not necessarily represent a sequential series of steps.

This plan is not intended to cover every possible emergency or disaster; rather, it is intended to provide a framework for actions that should be taken in the event of an emergency or disaster. This plan applies to residents of the community and their guests; where reference is made to residents the same applies to their guests. Residents should share this plan with their guests to ensure they too are prepared in the event of an emergency or disaster.

b. Principles of Preparedness

This plan has been developed with the following principles of preparedness in mind:

- Residents must take responsibility for their own household emergency preparedness as outlined by the City of Santa Rosa.
- At no time should residents take any action that threatens their own personal safety or that of others.
- The plan requires that residents take action during an emergency or disaster as appropriate to their capabilities. Therefore, all residents should understand the plan in advance of any emergency or disaster.
- The plan requires residents to behave cooperatively. Cooperation includes communicating your own situation and needs with your neighbors and management and being aware of your neighbor's needs.
- Management and residents will meet annually to discuss and update the plan, as needed.

c. What is an Emergency?

For the purposes of this plan, an emergency or disaster refers to situations that cause destruction, distress, or threat to life and safety of one or more residents, guests or managers of the community. These situations can arise as a result of internal or external events and can be man-made or the result of natural events.

d. Resident Preparedness

While management will use its best efforts to assist residents in the event of an emergency or disaster, residents must take responsibility for their own household emergency preparedness and response. Warning of a potential or imminent emergency or disaster will depend upon the type of emergency or disaster involved and the length of alert time available; therefore, it is imperative that residents be prepared and respond appropriately.

Each household should designate an ‘out of area’ contact person to contact in the event of an emergency or disaster and prepare a household emergency plan. If you require assistance in the event of an emergency or disaster, your household emergency plan should account for that assistance. Your household emergency plan should include alternatives to your usual forms of transportation; alternatives might include making a mutual evacuation plan with a neighbor that has a vehicle or having a designated friend or family member to help you evacuate. Alternative transportation, such as public transit and taxi service, may or may not be available in the event of an emergency or disaster; residents are strongly encouraged not to rely solely upon these alternatives and instead to identify alternatives in the event of an emergency or disaster. Residents should also identify and practice several evacuation routes and know them well. Residents should share their household emergency plan with all members of their household, their guests, family or friends that will help in the event of an emergency or disaster and their ‘out of area’ contact person.

Residents should also have a go bag/kit ready and store it in an easily accessible location in the event of an emergency or disaster. Your go bag should include important documents, medications, cash and personal identification as well as any other important items or documents you might need in the event of an emergency or disaster. In addition to the go bag, if there are any items that the household considers to be essential or irreplaceable (e.g., pictures, memorabilia, etc.), those items should be prepackaged and stored where they can be moved quickly and easily to your transportation.

Guidance on emergency preparedness can be found on the City of Santa Rosa’s website at: <https://srcity.org/2558/Emergency-Preparedness>

e. Responsibility of Coordination

The Resident Manager, working in conjunction with emergency services agencies, will normally assume responsibility for coordinating the response in the event of an emergency or disaster. In case of his/her absence, the Assistant Resident Manager or Regional Manager will take charge. Actions will be coordinated from the Resident Manager’s office; in the event the Resident

Manager's office is not available, the secondary location will be the respective buildings' designated meeting location (see appendix). In the event of an extended power loss, management is responsible for overseeing the back-up power source. The Resident Managers will be responsible for notifying off-site management and off-duty personnel, as appropriate. Management will provide residents with a list of referrals for basic needs and, to the extent feasible, will assist residents with relocation and access to services, if needed, including coordination with public and private transportation services. However, in the event of an emergency or disaster, residents must take responsibility for their own household emergency preparedness and ensure adequate resources are available for each resident to respond appropriately.

f. Available Resources

The following resources are available to assist residents with their emergency preparedness needs:

Santa Rosa Fire Department: <https://srcity.org/393/Fire>

County of Sonoma: <https://sonomacounty.ca.gov/DEM/Emergency-Preparedness/>

American Red Cross: <https://www.redcross.org/store/preparedness>

Centers for Disease Control: <https://emergency.cdc.gov>

Be Ready Campaign: <https://www.ready.gov>
<https://www.ready.gov/wildfires>
<https://www.ready.gov/home-fires>
<https://www.ready.gov/earthquakes>
<https://www.ready.gov/power-outages>

National Weather Service: <https://www.noaa.gov>

Department of Homeland Security: <https://www.dhs.gov>

Fire Safe Sonoma: <https://www.firesafesonoma.org>

PG&E: <https://www.pge.com/weather>
<https://www.safetyactioncenter.pge.com>
<http://pge.com/pspszipcodealerts>

Spare the Air: <https://www.sparetheair.org>

Earthquake Country Alliance: www.earthquakecountry.org/disability/

FEMA: <https://www.fema.gov/earthquake-safety-home>

II. Contacts & Communication

In the event of an emergency, call 911.

a. Non-Emergency Contacts

Santa Rosa Fire Department	707-543-3500
Santa Rosa Police Department	707-543-3600
Sonoma County Sheriff's Office	707-565-2121
American Red Cross	707-577-7600
Kaiser Permanente Santa Rosa Medical Center	707-393-4000
Sutter Santa Rosa Regional Hospital	707-576-4000
Santa Rosa Memorial Hospital	707-525-5300
City of Santa Rosa – Water & Sewer	707-543-3805
PG&E – Gas & Electric	1-800-743-5000
Comcast	1-800-934-6489

b. Community Management Contacts

3575 Mendocino Avenue Affordable Housing Management	
Resident Manager	707-XXX-XXXX
Assistant Resident Manager	707-XXX-XXXX
Regional Property Manager	707-XXX-XXXX
3575 Mendocino Avenue Market Rate Housing Management	
Resident Manager	707-XXX-XXXX
Assistant Resident Manager	707-XXX-XXXX
Regional Property Manager	707-XXX-XXXX

c. Emergency Alerts & Notifications

In the event of an emergency or disaster, it is important that all residents be as informed as possible; therefore, it is the recommendation of the City of Santa Rosa that all residents sign up to receive emergency alerts and notifications. Once signed up, it is critical that residents follow all of the instructions that are broadcasted and take the appropriate actions.

The following notification tools are available to assist residents in the event of an emergency or disaster:

Santa Rosa Fire Emergency Alerts: <https://srcity.org/3123/Know-Your-Emergency-Alerts>

SoCoAlert: <https://socoemergency.org/home/emergency/stay-%20informed/socoalert/>

NIXLE: <https://www.nixle.com>

Local Radio: 1350 AM, 103.5 FM, 100.1 FM, 89.1 FM (bilingual), 98.7 FM (Spanish)

III. Emergency & Disaster Procedures

a. Fire within the Community

Fire can spread rapidly leaving little time to escape safely. Advance planning, including learning and practicing your escape route, can help ensure your safety. In the event of a fire, take the appropriate actions before, during and after, as follows:

Actions to take before a fire occurs:

- Have a household emergency plan and a go bag/kit ready, store it in an easily accessible location and be prepared to evacuate.
- Identify and practice several escape routes and know them well.
- Listen for local emergency advisories and/or special instructions from emergency service agencies and/or management.
- Attend and participate in emergency preparedness and response meetings.
- Never use flammable liquids inside and store them in approved containers in well-ventilated areas.
- Safely discard all rags or materials that have been soaked in flammable liquids outside in a metal container.
- Keep space heaters at least three feet from combustibles and away from open flames.
- Keep matches and lighters up high, away from children's sight and reach.
- Only smoke outside, in designated smoking areas, and use large, deep, sturdy ashtrays.
- Stay in the kitchen when you are frying, grilling or broiling food. If you leave the kitchen for even a short period of time, turn off the stove. If you are simmering, boiling, baking or roasting food, check it regularly, remain in the unit while food is cooking and use a timer to remind you that the stove or oven is on.
- Inspect cords for frayed or exposed wiring and loose plugs. Do not run wires or cords under rugs, over nails, or across high-traffic areas. Do not overload extension cords.
- Expect and prepare for disruptions to daily activities.

Actions to take in the event of a fire:

In the event there is a fire within the community, or a fire is suspected, residents should follow the **RACE** (Rescue – Alarm – Confine – Extinguish) fire response procedure, as follows:

- **Rescue**
 - Immediately stop what you are doing and evacuate to a designated meeting location.
 - Get out as safely and quickly as possible using designated evacuation routes to designated meeting locations.
 - Don't lock the door to your unit.
 - Close doors behind you as you leave.
 - If fire or smoke blocks your escape route, use your second way out. If you must pass through smoke, get low and go under the smoke and close doors behind you.
 - If you need to open a closed door, feel the door. If the door is hot, use your second way out.
 - Use stairs and exits away from the fire; do not use the elevators.
 - If smoke, heat or flames prevent you from exiting a room, keep the door closed, call for help and wait by the window for rescue.

- **Alarm**
 - Pull the nearest fire alarm to warn occupants to evacuate.
 - Tell neighbors and yell, "Fire, Evacuate!"
 - Call 911 from outside the building to report the location and extent of the fire and provide the following information:
 - Community name and street address;
 - Nature of the fire;
 - Extent and location of the fire and fire alarm (building and floor);
 - Type of fire alarm activated (detector, pull station, sprinkler water flow);
 - Name of the person reporting the fire; and
 - Telephone number for a return call, if needed.

- **Contain**
 - Close all doors and windows to the fire area that you can safely reach.
 - During evacuation, close the doors behind you.

- **Extinguish**
 - Only attempt to extinguish the fire if it is safe for you to do so.
 - Retrieve the nearest fire extinguisher and follow the **PASS (Pull – Aim – Squeeze – Sweep)** procedure, as follows:
 1. **P**ull the pin, breaking the plastic seal;
 2. **A**im at the base of the fire;
 3. **S**queeze the handles together; and
 4. **S**weep from side to side.
 - Evacuate following procedures in the evacuation section of this plan.

Actions to take after a fire:

- Only return to the building or property when authorized by emergency service agencies.
- Evacuate immediately if you detect heat or smoke in a fire-damaged building.

- If you have a safe or fire-proof box, wait several hours before opening it, until it has completely cooled.
- Contact your ‘out of area’ emergency contact person to notify them of your condition and location.

b. Wildfire

Wildfires can pose a serious threat to our community. In the event of a wildfire, take the appropriate actions before, during and after, as follows:

Actions to take before a wildfire occurs:

- Have a household emergency plan and a go bag/kit ready, store it in an easily accessible location and be prepared to evacuate.
- If there are any items that the household considers to be essential or irreplaceable (e.g., pictures, memorabilia, etc.) and you fear that those could be lost in the wildfire, prepackage and store those items where they can be moved quickly and easily to your transportation.
- Place enough clothing in a bag or suitcase to last for your expected time away.
- Identify and practice several escape routes and know them well. Designate a meeting place with family, friends, etc. outside the community.
- Attend and participate in emergency preparedness and response meetings.
- Listen for local emergency advisories and/or special instructions from emergency service agencies before, during, and after the wildfire.
- Have cash on hand to pay for services and/or supplies, as needed.
- For insurance purposes, take photographs of any valuables.
- Expect and prepare for disruptions to daily activities.

Actions to take in the event of a wildfire:

- Listen to and follow the emergency radio stations, alerts and notifications for evacuation information.
- If time permits and there is no immediate threat to your safety:
 - If possible, evacuate all household members who are not essential to preparing your residence for the wildfire. This includes pets, too.
 - Move vehicles into a position that is facing in the direction of your escape route.
 - Shut the car doors, close the windows, leave the key in the ignition and the car doors unlocked. If you feel it isn’t safe to leave the key in the ignition, keep it in your possession and leave the car unlocked.
 - Close windows, vents, doors, blinds or noncombustible window coverings and heavy drapes.
 - Move flammable furniture into the center of the building away from windows and sliding-glass doors, if possible.
 - If you have a deck or balcony, move any flammable items there to the center of the building away from windows and sliding glass doors, if possible.
 - Close all interior doors and windows to prevent drafts.
 - Communicate with your neighbors and ‘out of area’ contact whenever possible and keep them updated of your plans.

- Follow all alerts and notifications, including any evacuation warning alerts, and be prepared to evacuate.
- Evacuate when notified by emergency service agencies or when necessary; leave as early as possible and do not delay.
- If evacuation is necessary, follow procedures in the evacuation section of this plan.

Actions to take after a wildfire:

- Attend to any urgent medical needs and/or injuries.
- Only return to the building or property when authorized by emergency service agencies.
- Report any immediate hazards such as fire, gas leaks, water leaks, downed utility wires or electrical shorts.
- Locate an emergency service agency personnel or management to turn off any damaged utilities.
- Have the Fire Department or utility provider turn the utilities back on when the area is secured.
- Contact your ‘out of area’ emergency contact person to notify them of your condition and location.

c. Earthquake

An earthquake will occur without warning and will undoubtedly cover a large area. Do not expect instant response from outside assistance. In the event of an earthquake, take the appropriate actions before, during and after, as follows:

Actions to take before an earthquake occurs:

- Prepare your unit and living area before an earthquake strikes by securing paintings, cabinets, shelves, bookcases, tall furniture, overhead light fixtures, heavy electronics and other items that may fall or tip over during an earthquake.
- Install strong latches on cabinets and securely fasten shelves to walls.
- Keep large or heavy objects on lower shelves and store breakable items in lower cabinets with doors and latches.
- Keep toxic and flammable items securely stored in cabinets with doors and latches.
- Identify safe places in your unit and the building where you will ride out an earthquake.
- Have a household emergency plan and a go bag/kit ready and store it in an easily accessible location.
- Identify and practice several escape routes and know them well.
- Attend and participate in emergency preparedness and response meetings.
- Purchase earthquake supplies such as bottled water, food rations, battery operated radio, towelettes, first aid kit, etc. Since one never knows where they’ll be when an earthquake strikes, store supplies in your residence, place of work and each car.
- Expect and prepare for disruptions to daily activities.

Actions to take during an earthquake, if you are inside:

- Take cover under a sturdy desk, table, or bench or against an inside wall and hold on.

- If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Stay away from glass, windows, outside doors and walls and anything that could fall, such as light fixtures or furniture.
- If you are in bed when an earthquake strikes, stay there, hold on and protect your head with a pillow. If you are laying under a heavy light fixture that could fall, move to the nearest safe place.
- Use a doorway for shelter only if it is in close proximity to you and if you know it is strongly supported and load bearing.
- Stay under cover and be prepared for aftershocks.
- Stay inside until the shaking stops and it is safe to go outside. Be aware of any falling objects when entering into or exiting from buildings.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on, even if there is no fire.
- Listen for and follow local emergency advisories and/or special instructions from emergency service agencies.

Actions to take during an earthquake, if you are outside:

- Stay there and move away from any buildings, trees, overpasses, streetlights and utility wires.
- Listen for and follow local emergency advisories and/or special instructions from emergency service agencies.

Actions to take during an earthquake, if you are in a moving vehicle:

- Pull over at a clear location and bring the vehicle to a stop as quickly as safety permits.
- Avoid stopping near or under any buildings, trees, streetlights, overpasses or utility wires.
- Stay in the vehicle with your seatbelt fastened until the shaking stops.
- Proceed cautiously once the earthquake has stopped and watch for debris and road and bridge damage.
- Listen for and follow local emergency advisories and/or special instructions from emergency service agencies.

Actions to take during an earthquake, if you are trapped under debris:

- Do not light a match.
- Do not move about or kick up dust.
- Cover your mouth with a handkerchief or clothing.
- Tap on a pipe or wall so rescuers can locate you; use a whistle, if one is available.
- Shout only as a last resort; shouting can cause you to inhale dangerous amounts of dust.

Actions to take after an earthquake:

- Attend to any urgent medical needs and/or injuries.
- Be prepared for aftershocks which can occur hours or days after the initial earthquake. These secondary shockwaves are usually less violent than the main quake but can be strong enough to do additional damage to weakened structures.
- Evacuate the building if a dangerous condition exists.

- Only return to the building or property when authorized by emergency service agencies.
- Keep calm; do not run.
- Watch for falling debris or utility wires when leaving the building.
- Open cabinets and doors cautiously. Beware of objects that can fall off shelves.
- Stay away from damaged areas unless your assistance has been specifically requested by police, fire or relief organizations.
- Don't use lanterns, torches, lighted cigarettes or any open flames as there may be gas leaks.
- Reserve telephones for emergency use only. Do not call 911 unless an emergency exists.
- Report any immediate hazards such as fire, gas leaks, water leaks, downed utility wires or electrical shorts.
- Locate emergency service agency personnel or management to turn off any damaged utilities.
- Have the Fire Department or utility provider turn the utilities back on when the area is secured.
- Contact your 'out of area' emergency contact person to notify them of your condition and location.

d. Flood

In the event of a flood, take the appropriate action before, during and after, as follows:

Actions to take if a flood is likely to occur in the area:

- Attend and participate in emergency preparedness and response meetings.
- Listen to and follow the radio, television or emergency alerts and notifications for information.
- Have a household emergency plan and a go bag/kit ready, store it in an easily accessible location and be prepared to evacuate.
- If there are any items that the household considers to be essential or irreplaceable (e.g., pictures, memorabilia) and you fear that those items could be lost in the flood, prepackage and store those items where they can be moved quickly and easily to your transportation.
- Place enough clothing in a bag or suitcase to last for your expected time away.
- Identify and practice several escape routes and know them well.
- Be aware of evacuation routes that can provide a safe exit.
- Be aware that flash flooding can occur.
- Be aware of streams, drainage channels and canyons that could flood; flash floods can occur in these areas with or without typical warnings.
- Expect and prepare for disruptions to daily activities.

Actions to take in the event of a flood:

- Be prepared to move to an unaffected part of the building, higher floors/units in the building and/or evacuate.
- Avoid, and do not walk through, moving water. If you must walk through water, walk where the water is not moving.

- Do not drive into flooded areas.
- If floodwaters rise around your vehicle, abandon the vehicle and move to higher ground, if you can do so safely.
- Follow all instructions from local emergency service agencies.

Actions to take after a flood:

- Be aware of areas where floodwaters have receded; roads may have weakened and could collapse under the weight of a vehicle.
- Follow all instructions from local emergency service agencies.
- Contact your ‘out of area’ emergency contact person to notify them of your condition and location.

e. Extended Power Loss

Common areas within the buildings will be designed to include a back-up power source in the event of an extended power loss, to the extent feasible. Back-up power sources may include solar panels, batteries and/or an emergency generator capable of providing power for up to 12 hours. This back-up powered space will enable residents to have a place to assemble, as needed, prior to any evacuation that is needed from the building or property.

In the event of an extended loss of power, take the appropriate actions before, during and after, as follows:

Actions to take before an extended loss of power occurs:

- Attend and participate in emergency preparedness and response meetings.
- Be prepared and have a plan in place.
- Keep a flashlight in an easily accessible location and make sure your flashlight batteries are charged and working.
- Do not use candles or open flames for additional lighting.
- Have a battery backup available for any electrically powered medical equipment.
- Expect and prepare for disruptions to daily activities.

Actions to take during an extended loss of power:

- Unnecessary electrical equipment and appliances should be turned off in the event that power restoration surges, causing damage to electronics and effecting sensitive equipment.
- Contact management to obtain information regarding the source of the outage and estimated time of outage.
- Contact your ‘out of area’ emergency contact person to notify them of your condition and location.

f. Gas Explosion

In the event of a gas leak or explosion, take the appropriate actions, as follows:

If you suspect a gas leak:

- Evacuate the area immediately and contact 911.
- Locate an emergency service agency or management to shut the gas off at the meter, if it is safely accessible.
- Locate an emergency service agency or management to shut off electricity at the outside breakers, if it is safely accessible.
- Locate an emergency service agency or management to shut off main water valves, if they are safely accessible
- Contact the Fire Department or utility companies to turn the utilities back on when the area is secured.

In the event of a gas explosion:

- Evacuate the building, if necessary.
- Address any fires that may have started using the **RACE** procedures described above.
- Attend to any urgent medical needs and/or injuries.
- Only return to the building when authorized by emergency service agencies.
- Report any immediate hazards such as gas or water leaks and electrical issues.
- Locate an emergency service agency or management to turn off any damaged utilities.
- Contact the Fire Department or utility companies to turn the utilities back on when the area is secured.
- Contact your 'out of area' emergency contact person to notify them of your condition and location.

g. Police Activity within the Community

In the event of police activity within the community, take the appropriate actions, as follows:

Actions to take in the event of police activity in the community:

- Stay clear of any activity.
- Notify management of the activity by telephone.
- Stay in your unit unless instructed to evacuate.
- If instructed to evacuate, move to a designated meeting location and follow the evacuation procedures of this plan.
- Only return to your unit when told to do so by management or emergency services agencies.
- Contact your 'out of area' emergency contact person to notify them of your condition and location.

IV. Evacuation & Shelter in Place Procedures

In the event of an emergency or disaster, the decision to recommend or require evacuation or shelter in place procedures will be based on the severity of the emergency or disaster and the proximity of the threat to the community. In some situations, buildings may be the safest place to be.

The decision to evacuate or shelter in place will be made by the appropriate emergency service agency overseeing the emergency or disaster. That decision and directions will be communicated by the emergency service agency through emergency alerts and notifications. Emergency service agencies, in conjunction with management, will direct the evacuation of the building and/or property and, utilizing the resident roster, account for all residents outside at a designated meeting location. If you think it is best for you to evacuate to protect your safety or you are in immediate danger, consider evacuating early by following the routes indicated in the appendix and notify management.

Actions to take in the event of an evacuation:

- Have a household emergency plan and a go bag/kit ready, store it in an easily accessible location and be prepared to evacuate with it.
- Listen to and follow the radio, television or emergency alerts and notifications for information.
- Listen to and follow evacuation warning alerts; evacuate as early as possible to avoid traffic congestion.
- Listen to and follow mandatory evacuation orders and evacuate by the announced deadline or as directed by emergency service agencies.
- Listen for Hi/Lo sirens (European-style, two-tone sirens that make a different sound than traditional sirens) which are used by City of Santa Rosa Police and Fire Department vehicles in an emergency to alert residents within specific areas of the need to evacuate. If you hear the Hi/Lo siren, evacuate.
- If you have a car:
 - Keep a full tank of gas in it if an evacuation seems likely; keep a half tank of gas in it at all times in case of an unexpected need to evacuate.
 - Turn on headlights, close windows, turn on inside air and air conditioning.
 - Follow recommended evacuation routes. Do not take shortcuts; they may be blocked.
 - Drive slowly and defensively; be observant. Proceed downhill and away from the hazard if possible. Be alert for road hazards such as washed-out roads or bridges and downed power lines. Do not drive into flooded areas.
 - If roads are impassable or you are trapped, take shelter in a building, car, or an open area; park in an outside turn if trapped on a hillside; stay far from vegetation; look for wide roads, parking lots, playing fields, etc.
 - Have temporary refuge areas pre-planned in the neighborhood if needed; this includes large parking lots, large open lush green grass areas, etc.
 - Don't abandon your car in the road if passage is impossible. If you must leave your car, park it off the road and consider other options for shelter.
 - Be alert for road hazards, follow recommended evacuation routes and watch for dangerous conditions.
- If you do not have a car:
 - Make arrangements with a neighbor, family, or friends to assist you in the event of an evacuation.
 - Coordinate with neighbors to carpool to emergency shelters and other identified locations.
- Identify and practice several escape routes and know them well.

- Be familiar with alternate routes and other means of transportation out of your area.
- Be prepared to use stairs and exits; do not use the elevators unless directed to by management or emergency service agencies.
- Identify several places you could go in an emergency such as a friend's home in another town or a motel. Choose destinations in different directions so that you have options during an emergency.
- If needed, identify a place to stay that will accept pets.
- Contact your 'out of area' emergency contact person to notify them of your condition and location.

Actions to take following an evacuation:

- Wait until the evacuation order is lifted to return to the building and/or property.
- Do not return to the property or building until told to do so by emergency service agencies.
- Use caution when you return to your unit and watch for dangers in your unit and community such as downed power lines, broken gas lines, floodwater and unstable structures.
- Expect and prepare for disruptions to daily activities.
- Report any hazardous conditions to the proper emergency services agency.
- Inform emergency service agencies and management if you need assistance with temporary shelter or other basic needs.
- Contact your 'out of area' emergency contact person to notify them of your condition and location.

If a decision is made to shelter in place, follow this plan for the specific emergency.

V. Plan Distribution & Review

This plan will be made available to the City of Santa Rosa Fire Department, management staff and, upon move-in, to all residents in the community. Documentation of distribution will be collected to demonstrate receipt. The plan will also be made available in hard copy format in the building lobbies as well as electronically. Evacuation route maps and road network maps will be posted in the buildings.

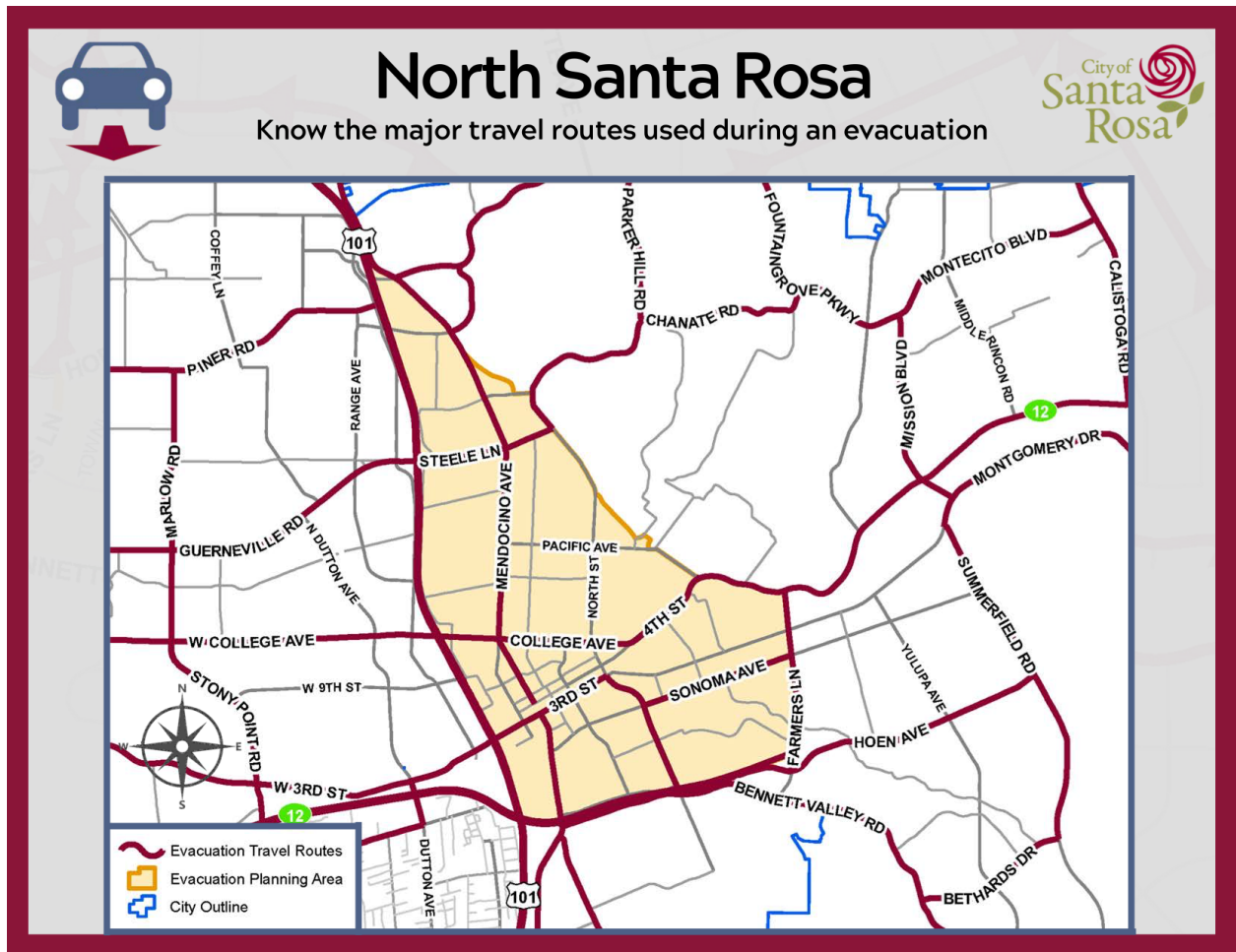
A master copy of the plan will be maintained on-site by management and readily available at all times. Management shall insure that personnel in all departments are familiar with the plan contents and instructions. All personnel will be periodically instructed and kept informed of their duties and responsibilities under this plan. Management will meet annually with residents to review the plan and updates to the plan will be made as the need arises. Documentation of the meeting and attendance will be recorded. Topics to be discussed at the meeting include, but are not limited to:

- Review notification procedures in the event of an emergency or disaster.
- Review emergency notification tools and how to sign up for alerts and notifications.

- Update the resident's contact information, including any special needs assistance that may be required in the event of an emergency or disaster, and maintain a resident roster.
- Review emergency evacuation procedures including path of travel to emergency exists and designated meeting locations to be utilized during an emergency or disaster.
- Confirm emergency contact information and designated on-site emergency response team members.
- Discuss and incorporate any revisions to the plan that may be necessary. Distribute the revised plan, including to the City of Santa Rosa Fire Department.
- Review procedures for emergency generator and utility shutoffs.

VI. Appendix

a. Site Evacuation Route Map



b. Site Plan (with gas, water and electricity utility shutoff, riser, fire hydrants & generator locations for each building)

(To be provided prior to certificate of occupancy.)

c. Designated Meeting Location Map

(To be provided prior to certificate of occupancy.)

d. Building Floor Plan (with path of travel to emergency exists, first aid kits, fire alarm and fire extinguisher locations)