

# Emergency Plan Belmont Shores Mobile Estates Manufactured Home Community

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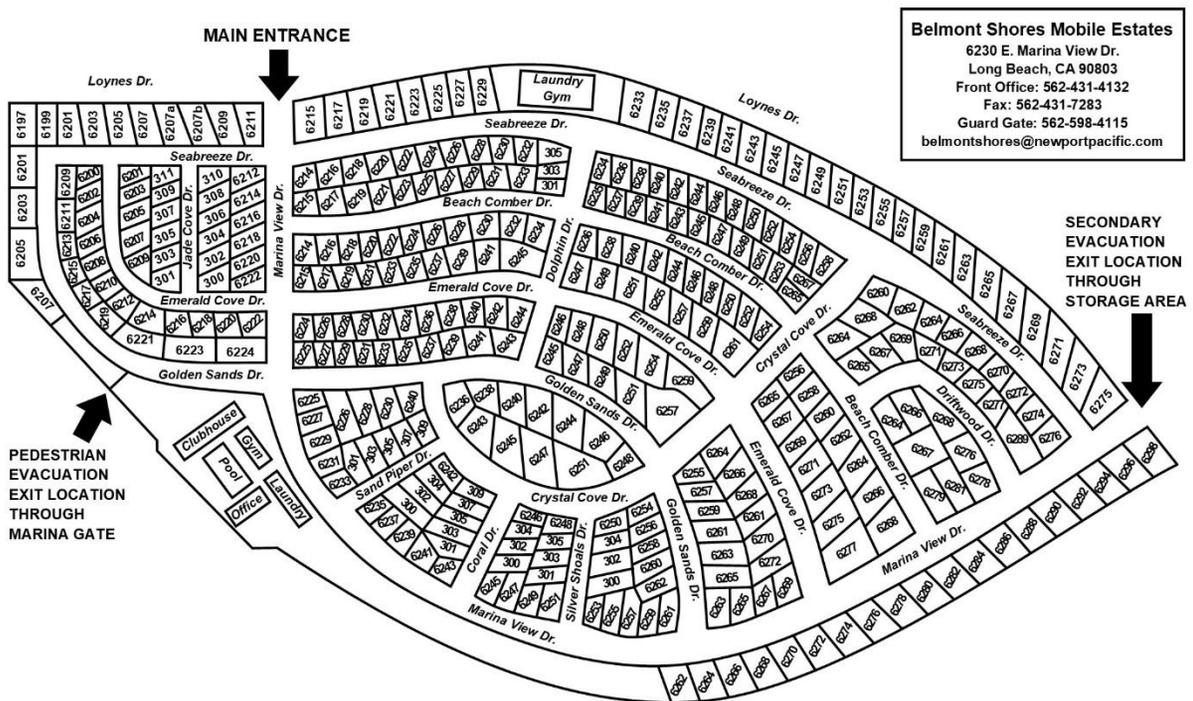
## **Part I: Emergency Plan for Belmont Shores Mobile Home Estates: Introduction:**

The following information is provided as a general guide in the event of a natural or man-made disaster. It contains guidelines and specific information that may be useful in preparing for a natural disaster or man-made emergency. Not all aspects of this plan will be pertinent to every situation. The goal of the plan is to maintain order and provide useful information in the event of an emergency. Additionally, it is intended to assist in returning to normalcy after an emergency. An important consideration in any emergency situation is the ability to coordinate with local responding agencies and personnel. It is imperative that individuals work in conjunction with and assist emergency response personnel as directed or instructed. Remember that management personnel of the community may not be able to assist individual residents during an emergency situation. Each resident will be responsible for their own needs in the event of an emergency situation.

## **Evacuation of Belmont Shores Mobile Estates:**

In the event that Belmont Shores is required to be evacuated due to a disaster emergency. The following considerations are necessary:

1. Residents must be informed of the evacuation. Remember that there will be significant confusion and likely a lack of ability to communicate by phone, e-mail, or any other type of usual communication. A battery powered radio is the best source of information during a disaster. Once the evacuation is necessary it will be necessary for each resident to be sure that each of their neighbors are aware of the evacuation.
2. There are two vehicle evacuation routes out of Belmont Shores. The first is the main entrance out to Loynes Road. Both the incoming side and the outgoing side of the main entrance are to be used for evacuation. The second is through the storage area to Loynes Road. If a disaster occurs the second exit through the storage area will be opened. Keys to the locks will be distributed to residents in that area so that the gates can be opened. If one of the routes is blocked, attempt to use the alternate route. There is also a walking gate to the marina parking lot to the west of the clubhouse that will serve as an evacuation route for residents who are walking. Below is a map of the community indicating the two vehicle exits and the pedestrian exit. In the event that all of the evacuation routes are blocked, the plan is to go through the fence on Loynes across the street to the golf course. The fence boards can be kicked off from the inside to make a hole to exit the area. A vehicle could also be used to make a hole in the fence.



3. The main problem during a disaster is the large number of vehicles on the road system that virtually crates a blocked traffic situation. Make the assessment as to whether you need your vehicle, perhaps it may be a better idea to walk or use other transportation such as bicycles or golf carts to exit the property.
4. The most likely natural disaster in California is an earthquake. If a major earthquake occurs it is important to move to an area without large buildings and without utility services that will possibly cause fires or explosions. Due to the location of Belmont Shores, the golf course across Loynes is an excellent open area that may be the best area for evacuation. It is easy to reach and will be close to your homes.

It is recommended that the Belmont Shores Residents form a Disaster Preparedness Emergency Plan Committee to assist in the evacuation process. The committee should consist of residents from the park who are willing to volunteer their time to establish and serve on the committee. The Committee could work in the following areas:

- Assessing any special needs for fragile, handicapped, elderly or disabled individuals within the park
- Informing residents of either the possibility of evacuation or of an imminent evacuation of residents during a natural or man-made disaster
- Inform/train residents on procedures for securing their homes prior to evacuation such as gas shut off, water main shut off, electrical shut off, locking doors and windows, and leaving immediately to pre-determined locations
- Organize and inform residents of their evacuation route to take in leaving the park in a safe and orderly fashion
- Secure transportation and coordinate evacuation of park residents who are unable to transport out of the park on their own

- For fragile elderly or disabled residents the Committee should identify and keep updated records of any special medication, diet, or care information and ensure that they vacate the park with these necessities.

### Planning:

- Safety issues that residents can address before a disaster to make their homes safer (example: installation of smoke detectors, securing hot water heaters).
- Know the following information:
  1. The local emergency broadcast radio and television stations are listed below:

### EMERGENCY BROADCAST STATIONS (EBS)

County	Radio	Station	TV Stations
Los Angeles	KFI	AM 640	
	KMPC	AM 710	2
	KABC	AM 790	4
	KIEV	AM 870	5
	KHJ	AM 930	7
	KFWB	AM 980	9
	KNX	AM 1070	11
	KRLA	AM 1110	13
	KGIL	AM 1260	22
	KMKW	AM 1300	
	KGER	AM 1390	
	KALI	AM 1430	
	KTYM	AM 1460	
	KDAY	AM 1580	
	KZLA	FM 93.9	
	KLOS	FM 95.5	
	KRTH	FM 101.1	
Orange	KNAC	FM 105.5	
	KEZY	FM 95.9	L.A. Stations
Riverside	KWIZ	AM 1480	
	KCHV	FM 93.7	L.A. Stations
San Bernadino	KPRO	AM 1570	
	KMEN	AM 1290	L.A. Stations
	KCAL	AM 1410	
San Diego	KGGI	FM 99.1	
	KCBQ	AM 1170	8

(Imperial Valley)				10
				39
Santa Barbara	KTMA	AM	1250	3
	KUHL	AM	1440	12
Ventura	KVEN	AM	1450	L.A. Stations
	KHAY	FM	100.7	

2. Contact Information of the local Red Cross Chapter is:

Greater Long Beach Chapter  
 American Red Cross  
 3150 E. 29th Street  
 Long Beach, CA 90806  
 Phone: 562-595-6341

3. Phone number of the local authorities and utility service providers:

Emergency Number for All Responders 911  
 Police: Long Beach Police Department 562-435-6711  
 Fire Department: Long Beach Fire Department 562-436-8211  
 Gas Service: Long Beach Gas Company 562-570-5700  
 Electric Service: Southern California Edison 800-684-8123  
 Water Service: Long Beach Water 562-570-5700

4. Contact Information for off-site management personnel

Regional Manager — Candace Holcombe, Newport Pacific Family Of  
 Companies, 17300 Red Hill Ave # 280, Irvine, CA 92614; (949) 852-5575;  
 email: [candy@newportpacific.com](mailto:candy@newportpacific.com)

5. The elevation of Belmont Shores Mobile Estates above sea level is 29.5 feet at the lowest point and 36.1 feet at the highest point If you wish to know the elevation of any specific point within Belmont Shores Mobile Estates or the surrounding area the information is available on the website

[www.earthtools.org](http://www.earthtools.org).

6. The following is a partial listing of contact agencies whom supplied information for this guidance and may be able to provide additional emergency information.

**Agency: Telephone Number:**

State-Federal Flood Operations Center (800) 952-5530

Office of the State Fire Marshall (916) 262-1870

Department of Water Resources  
 Flood Forecasting (916) 574-2612

Department of Housing and Community  
 Development (HCD)

Division of Codes and Standards  
Manufactured Housing Section (916) 445-3338  
HCD Northern Area Office  
8911 Folsom Blvd., Sacramento (95826) (916) 255-2501  
HCD Southern Area Office  
3737 Main Street, Suite 400, Riverside (92501) (909) 782-4420

Governor's Office of Emergency Services  
**Mutual Aid Region I:** Encompasses the counties of San Luis Obispo,  
Santa Barbara, Ventura, Los Angeles, and Orange (562) 795-2900

American Red Cross  
Disaster Assistance Division (916) 368-3130

Earthquake Preparedness Center of Expertise  
Attn: CESPDCO-EQ  
211 Main Street  
San Francisco, CA 94105-1905 (415) 744-2809

National Weather Service (NWS)  
3310 El Camino Avenue, Room 226  
Sacramento, CA 95821 (916) 979-3041

### **Evacuation Sites:**

Evacuation sites will be available depending on the scope of the disaster and the sites will be transmitted by the emergency radio network.

If the clubhouse and laundry room buildings at Belmont Shores are intact and safe after the disaster, the buildings will be used as emergency shelters and gathering sites for residents.

## **Part II: A Disaster Preparedness Planning Guide for Residents of Belmont Shores Manufactured Home Community.**

### **Introduction:**

The most important feature of any home is something you probably do not see when you walk through the door. But it could save your life. It is safety. Safety comes in all shapes and sizes: smoke detectors; fire extinguishers; escape routes; carefully maintained heating and electrical systems; and knowing what to do and where to go in case of fire, flood, tornado, or other disasters. The key to being prepared in the event of a disaster or sudden emergency is preplanning and practice drills.

### **Disaster Preparedness Emergency Plan**

The next time disaster strikes, you may not have much time to act. Prepare now for a sudden emergency. Knowing what to do in an emergency is your best protection and your responsibility. Learn how to protect yourself and your family by planning ahead.

To obtain more information, you may want to contact your local emergency management agency or civil defense office and the local American Red Cross chapter - be prepared to take notes.

You will need to gather the following information:

- Find out which disasters are most likely to occur in your area.
- Ask how to prepare for each disaster.
- Ask how you would be warned of an emergency by government agencies.
- Learn your community's main evacuation routes.
- If needed, ask about special assistance for the elderly or disabled persons.
- Ask about animal care during and after an emergency. Animals may not be allowed inside emergency shelters due to health regulations.

## Checklist of Emergency Procedures

Meet with your family and discuss why you need to prepare for disasters. Explain the dangers of fire, severe weather and earthquakes to children, elderly individuals, and persons needing special assistance. Plan to share responsibilities and work together as a team. The following may be used in creating your own Emergency Response Plan.

- Draw a floor plan of your residence and mark two escape routes from each room.
- Install safety features in your home, such as smoke detectors and fire extinguishers.
- Discuss what to do in an evacuation.
- Keep matches, lighters, and candles away from small children. Children tend to be curious about fire and tend to hide when frightened. Fire drills are most important for children between the ages of 2 and 12 years old.
- Insure your personal property. Shop around for a company that best meets your needs for renter's or home owner's insurance.
- Store important documents, such as birth certificates, marriage licenses, social security cards, and insurance papers, in a fire-proof box or in the refrigerator, or rent a safety deposit box at your local bank.
- Make an itemized list of your personal property, including furniture, clothing, appliances, and other valuables. If available, make a video tape of your home and your possessions. Keep the list and/or tape up-to-date and store them along with the other important documents.

## In Case of Fire:

- ❖ Immediately assess the problem (where, extent involved, to assist you in exiting away from the fire source)
- ❖ Know how to use a fire extinguisher
- ❖ Get everyone out of the house **immediately**
- ❖ **Without risk to any person**, get pets out of the house
- ❖ Call 9-1-1 or the Fire Department then call the park office (from a neighbors phone) and:
  1. Give: your name, telephone number you are calling from, park address, space number where the fire is, any helpful locational directions.
  2. Describe the type/nature of the fire (gas, wood, chemical, electrical).
  3. State that the fire is in a manufactured home and report any known injuries.
  4. Turn off the gas and electricity at the home(s) affected.
  5. Tell all residents near the fire source to stand ready with water hoses to wet down their homes or adjacent building(s) in case of traveling sparks.
  6. Make sure all occupants have left the affected home and **immediately** let the fire department personnel know if any disabled person(s) or anyone not accounted for and may still be in the residence.

7. **Never go back into a burning home.**
8. If smoky conditions are present, remember that smoke rises and stay as close to the floor as possible. Before exiting through a door, feel the bottom of the door with the palm of your hand. If it is hot, find another way out. **Never open a door that is hot to the touch.**
9. Should your clothing catch fire: **first drop...then roll. Never run.** If a rug or blanket is handy, roll yourself up in it until the fire is out.
10. If trapped on an upper floor, hang something out of a window to signal rescuers.

## **Floods:**

Flood Watch means that there is the possibility of flooding. Flood Warning means that flooding has begun or is imminent.

### **Before:**

- Know the elevation of your property in relation to nearby streams, rivers, and lakes.
- Have several escape routes planned.
- The National Weather Service continuously broadcasts updated weather conditions, warnings and forecasts on National Oceanic Atmospheric Administration (NOAA) weather radios. A NOAA radio may be purchased at radio or electronic stores. Local broadcast stations transmit Emergency Alert System messages which may be heard on standard radios.
- When rising water threatens, move everything possible to higher ground.
- If flooding is imminent and time permits, turn off main electrical switch. Disconnect all electrical appliances. Cover outlets with tape.
- Prepare and maintain your Family Disaster Supplies Kit.
- Most standard residential insurance policies do not cover flood loss. In flood-prone areas, the National Flood Insurance Program makes flood insurance available for manufactured homes on foundations. See your insurance broker for details.
- Strap and secure your hot water heater.

### **During Floods:**

- Take all flood warnings seriously. **Do not wait.** Get to higher ground **immediately** as flood waters often rise faster than expected.
- If time permits, take all important papers, photographs, medicines, and eye-glasses.
- If one escape route is not passable do not waste any time - try another route or back track to higher ground.
- Use travel routes specified by local officials. **Never** drive through flooded roadways. **Do not** bypass or go around barricades.
- Wear life preservers if possible. Wear appropriate clothing and **sturdy shoes.**
- Avoid any contact with flood water. Flood water may be contaminated and pose health problems. If cuts or wounds come in contact with flood waters, clean the wound as thoroughly as possible.
- Take your Family Disaster Supplies Kit with you.
- Lock your home before leaving.

- When you reach a safe place, call your pre-determined family contact person.

### **After Floods:**

- Return home **only** after authorities say the danger of more flooding is over.
- Do not drink tap water unless it is declared safe. Boil water if unsure.
- If fresh food has come in contact with flood waters, **throw it out**.
- Do not turn on main electrical switch. First have the electrical system checked by a professional.
- A flood can cause emotional and physical stress. You need to look after yourself and your family as you focus on cleanup and repair.
- Rest often and eat well. Keep a realistic and manageable schedule. Make a list and do jobs one at a time.
- Contact the American Red Cross and get a copy of the book “Repairing Your Flooded Home”. The book will tell you how to safely return to your home and begin the recovery process.

**Tornado:** Although tornadoes are not a common occurrence in California, they have been reported.

- Pay close attention to weather reports. Know the difference between a watch (when conditions are ripe for a severe weather event) and a warning (when a severe weather event is occurring or is imminent).
- Plan where to go during severe weather for instance, the community club house, or a relative's basement.
- When a tornado warning has been issued, **leave your manufactured home immediately**. Go to your pre-determined safe place or lie down in a low area with your hands covering the back of your head and neck.
- Be sure to keep a battery powered radio - with working and extra batteries handy.
- Keep your Family Disaster Supplies Kit near an exit door.

### **First Aid:**

- Information on first aid can be found in your local phone book or by contacting the American Red Cross.
- Utilize known persons who are medically trained (such as Doctors, Nurses, or people medically trained in CPR and first aid) to assist in administering first aid to those injured.
- If the injured individual(s) are in imminent danger they should carefully be moved to a safe location to administer first aid.
- In the case where injuries are severe and movement could cause further injuries, do not move the injured. Make the injured person(s) as comfortable as possible and wait for emergency personnel.
- Before emergencies, prepare a first aid kit. Have the kit in an easy to locate place. Make sure all family members know the location of the kit.

### **Sample First Aid Kit:**

- Sterile adhesive bandages in assorted sizes
- 2 and 4-inch sterile gauze pads (4-6 each)
- Hypoallergenic adhesive tape
- Triangle bandages (3)

- 2 and 3-inch sterile roller bandages (3 rolls each)
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tongue blades (2)
- Tube of petroleum jelly or other lubricant
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen
- Aspirin
- Syrup of Ipecac
- Activated charcoal (use only if advised by the Poison Control Center)

### **Disaster Aftermath:**

Government and Relief Agencies estimate that after a major disaster, it could take up to three days for relief workers to reach some areas. In such cases, a 72 hour disaster supply kit could mean the difference between life and death. In other emergencies, a 72 hour disaster supply kit means the difference between having a miserable experience or one that's like a pleasant family camp out. In the event of an evacuation, you will need to have items in an easy-to-carry container like a backpack or duffle bag.

### **Family Disaster Supplies Kit**

- 3-5 gallons of water (one gallon of water per person per day)
- Method of water purification
- Food: ready-to-eat canned meats, fruits, and vegetables; canned juices, milk, soup; high energy foods - peanut butter, jelly, crackers, granola bars, trail mix; specialty foods for infants, elderly persons or persons on special diets; comfort/stress foods - cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags; vitamins
- Matches in a waterproof container
- Second method of starting a fire
- Tent/shelter
- Wool-blend blankets or sleeping bags (1 per person)
- Emergency reflective blanket
- Lightweight stove and fuel
- Hand and body warm packs
- Rain poncho
- Light sources
- Flashlight, batteries, and extra batteries
- Candle
- Light sticks
- Tools (pliers, hammer, screw drivers, bolt cutters)
- Pocket/utility knife

- Shovel
- Hatchet or axe
- Sewing kit
- 50-foot nylon rope
- First aid kit and supplies
- Bum gel and dressings
- Bottle of potassium iodide tablets
- Radio, batteries, and extra batteries
- Whistle with neck cord
- Personal sanitation equipment
- Personal comfort kit (include soap, toothbrush, toothpaste, comb, tissue, razor, deodorant), and any other needed items
- Extra Clothing (include at least one complete change of clothing and footwear per person per day) extra socks, underwear, hat, gloves, and sturdy shoes
- Mess kits, paper cups, plates and plastic utensils
- Cash (at least \$20) or traveler's checks, change for phone calls
- Non-electric can opener
- Fire extinguisher small canister, ABC type
- Important family papers (copies of birth certificates, marriage licenses, wills, insurance forms, phone numbers, credit card information)
- Sun block/sun glasses
- Portable toilet
- Insect repellent
- Tape
- Compass
- Aluminum foil
- Signal flare
- Household chlorine bleach
- Special or prescription medication
- Baby items - formula, diapers, bottles, powdered milk, medications, and favorite security items
- Games, books, toys
- Contact lenses and supplies; a spare set of contacts or glasses if available. You should inspect your kit at least twice a year. Rotate food and water every six months. Check children's clothing for proper fit. Adjust clothing for winter or summer needs. Check expiration dates on batteries, light sticks, warm packs, food and water. Keep a light source stored in the top of your kit for easy access in the dark. Your kit should be in a portable container located near an exit of your house. A large plastic garbage can with a lid makes an excellent storage container. Make sure you have not overloaded your kit as you may have to carry it long distances to reach safety or shelter. You may want to have a backpack or duffle bag for each family member and divide up the rations in the event that family members are separated during evacuation or the disaster.