

**GUIDELINES FOR
EMERGENCY PREPAREDNESS PLAN CRITERIA
FOR RESIDENTIAL DEVELOPMENTS OF
FIFTY (50) OR MORE, BUT LESS THAN ONE-HUNDRED (100) UNITS**

The following minimum criteria are to be met when developing an emergency preparedness plan for residential developments of fifty (50) or more, but less than one-hundred (100) units. These criteria are used as guidelines for approval by Lee County Emergency management, and implement the emergency preparedness plan requirements of Section IO-154 (22) (b) of the Lee County Land Development Code.

This form must be attached to your proposed Residential Emergency Preparedness Plan for approval. **Use it as a cross-reference to your plan by listing the page number and paragraph where the criteria are located in your plan on the line to the left of each item.** This will ensure a timely and accurate review of your plan.

A proposed emergency preparedness plan must be submitted for review to Lee County Emergency Management, Post Office Box 398, Fort Myers, Florida 33902-0398. If you have questions concerning any items contained in this criteria, please call Lee County Emergency Management at (239) 477-3600 for technical assistance and emergency preparedness publications.

I. **INTRODUCTION**

- ____ A. Provide basic information concerning the residential community to include:
- ____ 1. Name of the residential community, address, telephone number, emergency contact telephone number, and fax number, for responsible person or entity, as applicable.

 - ____ 2. The developer/owner of the residential community; address and telephone, if applicable.

 - ____ 3. The number and type of units in the residential community.
- ____ B. Identify by name or position title, who is responsible for the implementation of the emergency preparedness plan; include a statement detailing when the plan is to be updated.
- ____ C. Establish the frequency with which the emergency preparedness plan information will be updated, including how often the affected residents or users will be informed of relevant information, including hurricane evacuation and shelter information, where applicable.

II. **HURRICANE EVACUATION AND SHELTER INFORMATION**

This section identifies the procedures for increasing the residents' awareness of local hurricane evacuation and shelter information.

___ A. The residential hurricane evacuation and shelter information of the plan must address the following items:

___ 1. Hurricane Preparedness & Protective Actions.

___ 2. Emergency Public Shelter Locations.

___ 3. Evacuation Routes.

___ 4. Residential Re-Entry Procedures, if applicable.

___ B. Describe how residents in the community will be informed of hurricane evacuation and shelter information (e.g., newsletter; preparedness brochures available in a central location, such as the clubhouse or at a gatehouse or delivered to each unit; the hosting of a hurricane preparedness seminar, etc.)