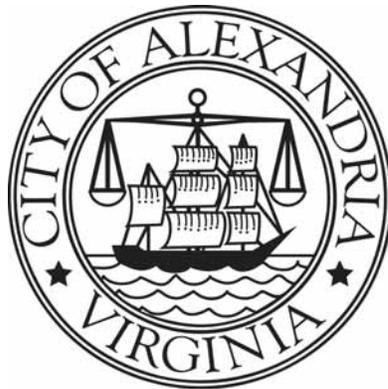


Emergency Preparedness & Evacuation Plan For Summers Grove



EMERGENCY PREPAREDNESS IN ALEXANDRIA

At any time of the year, any time of the day or night, a disaster—or the threat of one—could force people to take shelter-in-place or to evacuate their homes, offices, schools, or community until the event has been resolved. A protective action such as an order to evacuate, or to shelter-in-place, could come at any moment. By planning ahead individuals can act quickly, calmly, and safely.

When such actions become necessary, City officials provide information to the public through the media and other methods such as sirens, telephone calls, e-mail and law enforcement/fire employees going door to door or using mobile public address systems.

Sometimes, the safest course of action may be to shelter-in-place, staying in your home or in whatever building you may happen to be. To shelter-in-place means selecting a small, interior room, with few (or no) windows, taking refuge there, and waiting for further instructions from local authorities.

If you are told to evacuate, follow recommended evacuation routes. Do not take shortcuts; they may be blocked or you may expose yourself to a hazardous substance. Additionally, there may be circumstances under which you and your family feel threatened or endangered and you may decide on your own to leave your home, school, or workplace to avoid these situations.

Hazard Identification for Summers Grove

Summers Grove is a residential community located in the west end of Alexandria, situated near commercial and industrial uses. To the north and east, Summers Grove is adjacent to a major railroad line and two industrial sites: an asphalt plant and an ethanol transloading operation. While Summers Grove shares typical hazards faced by the entire City (building fires, severe weather, etc.), the community has several unique hazards due to its location.

1. *Railroad:* The railroad lines are owned and operated by CSX and Norfolk Southern. The CSX tracks are a major north-south route carrying both freight and passengers through the City of Alexandria into Washington D.C. Because the line runs close to very critical infrastructure, CSX has voluntarily ceased to allow the most hazardous chemicals to be transported; however, hazardous materials and other freight continue to be carried on this line through Alexandria. Overall, the railroad has a very good safety rating.
2. *Cameron Run:* According to the Federal Emergency Management Agency, Summers Grove is located outside of the base flood elevation for a 100-year flood. This does not mean that the area will not experience a flood, but that one is unlikely.
3. *Virginia Paving Asphalt Plant:* The primary hazards located at the plant are asphalt and various fuels (diesel, gasoline and petroleum oil). These hazardous materials are flammable and if ignited, will not only burn readily, but will create dangerous products of combustion.
4. *Norfolk Southern Ethanol Transloading Facility:* The ethanol transloading facility and the adjacent tracks hold significant amounts of ethanol, a highly flammable liquid, in rail tank cars. Ethanol is also stored in tank trucks for road transport to tank farms. If ignited, ethanol will produce both heat and dangerous products of combustion.

Hazardous Materials Incident Response for the Norfolk Southern Transloading Facility: Summers Grove*

Initial Response

If an incident occurs at the Ethanol Transloading Facility, the Alexandria Fire Department will dispatch units in accordance with a hazardous materials response. The first fire department unit to arrive will establish command and assess the scene. A designated Incident Commander assesses the incident.

- If the assessment shows that there has been a leak or spill, but no ignition has occurred, firefighters will isolate the immediate area of the spill, eliminate ignition sources, stop the leak and use firefighting foam to cover the spill.
- If the assessment shows a leak or spill has occurred, and there is a fire, the area will be isolated and firefighters will use firefighting foam to suppress the fire.

The Incident Commander will determine the required levels of protection for responders and community members that may be exposed, determine the need for additional resources, and coordinate the response of other agencies. The Incident Commander also determines the appropriate protective action for the community, which can include 1) sheltering in place or 2) evacuation.

SHELTER-IN-PLACE

To limit community exposure to hazardous chemicals or other hazardous agents, the Incident Commander may order the community to shelter-in-place until public safety officials determine the area is safe.

Sheltering in place means to stay in your home (or in whatever building you may happen to be), choosing a small interior room with few (or no) windows, and taking refuge. It does *not* necessarily mean sealing off your entire home or office building. If chemical, biological, or radiological contaminants were released into the environment, local authorities would provide information on how to protect yourself and your family.

Preparing to Shelter-in-Place

In advance of an emergency, residents should also be prepared to shelter-in-place for three days (for example, in preparation for a major snowstorm). The supplies required to shelter comfortably include:

- One gallon of water per person per day

* This document describes the City's plans for protecting the Summers Grove community should an incident occur at the Norfolk Southern Ethanol Transloading Facility. Please note that in the event of an actual emergency, this plan may be modified due to incident factors, and that different instruction will be provided if there is an incident involving other chemicals.

- Food and a manual can opener
- A week's supply of prescription medication
- A battery powered radio with extra batteries
- Extra batteries for hearing aids or other assistive devices
- A flashlight (with extra batteries)
- A list of contact numbers for family members, friends, doctors
- First aid supplies
- Any items you normally use that you would need for 3 days should an emergency occur
- A three-day supply of food and water for each pet.

Guidelines for Sheltering in Place

In a Building

- Close and lock all windows and exterior doors.
- If you are told there is danger of explosion, close window shades, blinds, or curtains.
- Turn off all fans, heating and air conditioning systems.
- Close the fireplace damper.
- Get your family disaster supplies kit, including a battery-powered radio and television.
- Go to an interior room without windows. (For a chemical/hazardous material scenario, choose a room above ground level.)
- Bring your pets with you, and be sure to bring additional food and water for them.
- Be prepared that home telephone service may be interrupted due to a power outage.
- If there is the threat of a chemical, biological or radiological exposure, use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the doors, windows, and any vents into the room.
- Keep listening to your radio (or television) until you are told all is safe or you are told to evacuate. Local officials may order an evacuation for specific areas at greatest risk in your community.
- Stay inside until local authorities say it is safe to leave.

In a Vehicle

If you are in an area where shelter-in-place has been advised and you are stuck in traffic (or your vehicle is disabled) with no opportunity to leave the vehicle and get indoors, take the following steps:

- Stop the car and turn off the engine.
- Close all of the vehicle's windows and heating/air conditioning vents (seal the vents with duct tape if possible).
- Listen to the radio for updated advice and instructions.

EVACUATION

If an evacuation is necessary, the Incident Commander will determine

- which geographic areas need evacuation,

- when evacuation should take place,
- the best routes to use,
- the safest distance from the incident, and
- other considerations, depending on the type and location of the incident.

These determinations will vary depending upon weather conditions, the location and severity of the incident within the transloading facility, and other factors.

The decision by the Incident Commander to order an evacuation triggers a series of events throughout the City to ensure a coordinated, well communicated, and rapidly implemented response.

Coordination

- Once the Incident Commander determines an evacuation is necessary, senior City officials (including the City Manager) are alerted via command page.
- The City Manager determines the need to activate the City’s Comprehensive Emergency Management Plan (CEMP), and if necessary, orders the activation of the City’s Emergency Operations Center. The Emergency Operations Center assists the Incident Commander in ensuring a coordinated response to the incident, while maintaining City services.
- The Incident Commander designates an Evacuation Scene Officer to coordinate and manage the evacuation effort.

Communication

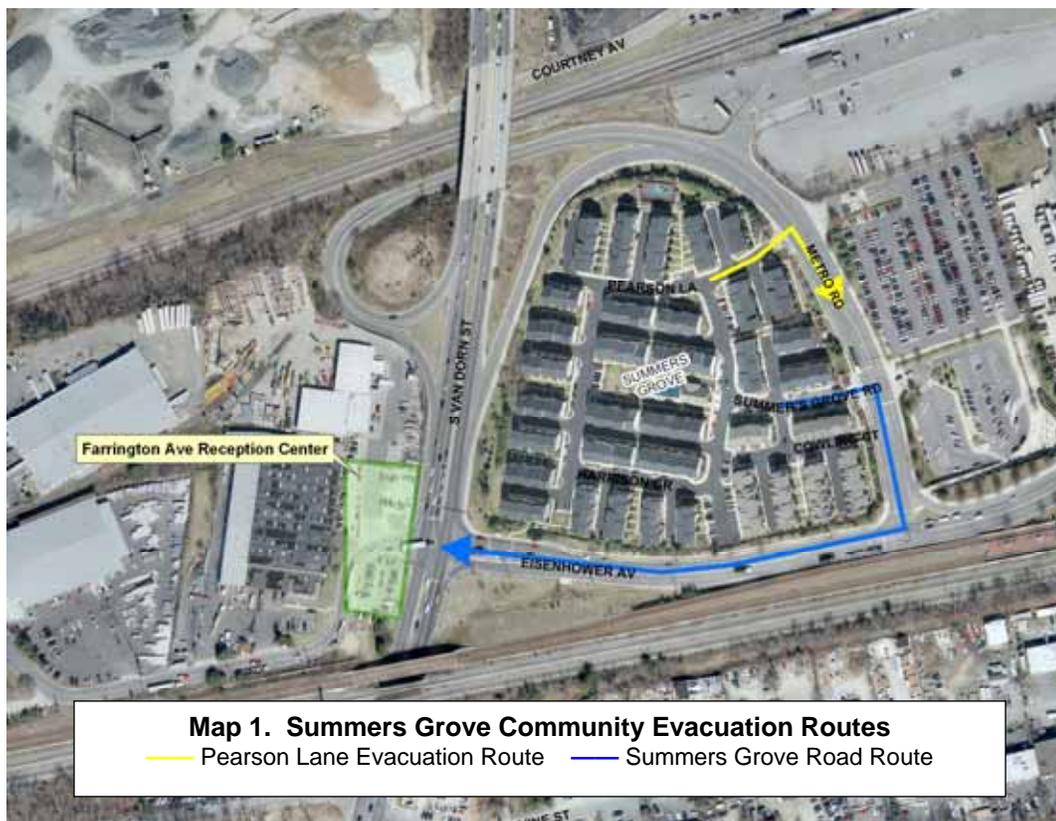
- The Alexandria Police Department Communications Center activates the Telephone Emergency Notification System, a “reverse 9-1-1” system that sends residents an emergency telephone message.
- The City’s Communications Office disseminates information to the public and the media through
 - E-mail alerts via the eNews System (to subscribe, visit enews.alexandriava.gov)
 - To subscribe, go to www.alexandriava.gov.
 - On the right side of the page, click on “subscribe to eNews”
 - Click on new user registration
 - Fill in requested information and follow the instructions
 - Postings on the City Web site (www.alexandriava.gov)
 - Broadcast messages on the City of Alexandria Government Access Channel (Cable Channel 70).
- The Fire Department’s Emergency Management Office activates the Emergency Alert System, which sends a message via WTOP radio (103.5 FM/820 AM) for broadcast via the Emergency Broadcasting System and the NOAA Weather Radio All Hazards Service.
- Police vehicles equipped with public address systems will canvass neighborhoods.
- Emergency personnel will conduct door-to-door notification to ensure the area is evacuated, if necessary.
- Variable message boards on roads and highways will alert the motoring public.

- Relevant information will be disseminated through the City’s Emergency Hotline, 703.836.0041.
- Emergency Management will contact Armstrong Management Services with information (703.385.1133);

When an evacuation is ordered, the City will establish two Reception Centers where community members may go to obtain information from City staff about the incident:

- Open parking areas in the 5900 block of Farrington Avenue
- Landmark Mall, 5801 Duke Street

Implementation



Community evacuation. The cooperation of residents is critical to the success of this procedure, and requires advance planning among family, friends, and neighbors to help the City ensure a quick, calm, and safe evacuation. Familiarize yourself, your family, and neighbors with following evacuation guidelines (see Map 1).

- The two evacuation routes for Summers Grove are 1) Pearson Lane and 2) Summers Grove Road. Both routes lead to Metro Road. The location and severity of the incident will determine the direction in which the evacuation will move.

- City staff and electronic signboards will be posted along the evacuation routes to provide information and directions.
 - *Evacuation by car.* Help transport neighbors who do not have an automobile, and proceed north on South Van Dorn to Landmark Mall.
 - *Evacuation on foot.* This is the preferable method to alleviate potential traffic congestion and to allow public safety vehicles access to the area. Proceed to open parking areas in the 5900 block of Farrington Avenue.
 - *Residents with pets should bring their animals with them.* When the City opens a shelter for people, the Animal Welfare League of Alexandria will open a shelter in the same facility or will offer shelter in their facility.
 - *If you are away from home at the time of the incident,* do not return until public safety officials have cleared your home. The Incident Commander will allow residents to return to their homes as soon as it is safe to do so. The Incident Commander will take into consideration the need for residents to return homes as soon as possible to take care of pets that may have been left behind, and to retrieve medications or other necessary items.
 - *If you are not in an area that is affected by the evacuation,* stay where you are; shelter-in-place.

Information about the incident, and how long it may last, will be provided at the Reception Centers; through eNews, the City Web site (www.alexandriava.gov); City of Alexandria Government Access Channel (Cable Channel 70); the City Hotline (703.836.0041); and other media resources.

If the incident takes place over an extended period, the City will open pre-designated shelters, or you may choose to stay with friends, relatives, or in a hotel. All pre-designated shelters are accessible for people with disabilities. When the determination is made to open a shelter, the community will be notified of which shelters are available through the media, the City's Web site, Alexandria eNews, and by other means, if necessary.

Possible City-designated shelters near Summers Grove:

- Patrick Henry Recreation Center and/or Elementary School, both located at 4643 Taney Avenue
- Polk Elementary School, 5000 Polk Avenue
- Hammond Middle School, 4646 Seminary Road

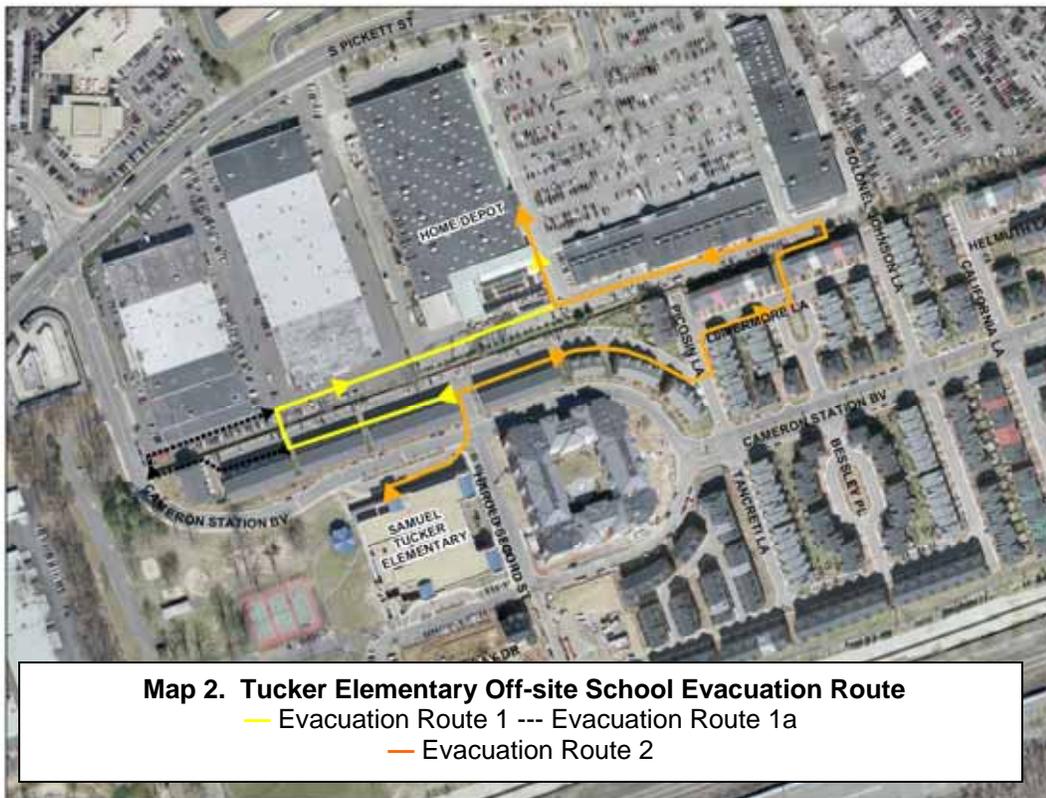
Tucker Elementary School Emergency Plan. If an incident occurs while school is in session, the school may first shelter-in-place and when instructed by public safety officials, they will evacuate. Cameron Station Boulevard may be temporarily blocked at Samuel Tucker Elementary to facilitate evacuation of the school. At the direction of the principal, assistant principal, or emergency management officials, an *off-site evacuation* will be conducted on foot via the following route (see Map 2):

1. Classes exit the bus loop doors on Cameron Station Boulevard.
2. All classes will turn **Right** onto Cameron Station Boulevard and take first **Left** on Harold Secord St.

3. Once behind the town homes:

- Kindergarten through third grade classes, and those requiring mobility assistance, will follow Evacuation Route 1.
 - a. Turn **Left** and follow along the retaining wall/fence, then turn **Right** at the emergency access gate and asphalt walkway.
 - b. Continue through the gate to the parking lot behind the commercial buildings adjacent to Cameron Station. *Note:* If the gate is inaccessible, continue walking along the fenceline to the end of the fence, then turn **Right** to gain access to the parking lot. (See Evacuation Route 1a.)
 - c. Continue to the Home Depot parking lot. Home Depot has agreed to allow school officials to house children inside during inclement weather.

- Grades 4 and 5 will follow Evacuation Route 2.
 - a. Turn **Right** and continue walking to Pocosin Lane.
 - b. Turn **Left** onto Pocosin Lane, then **Right** onto Livermore Lane.
 - c. Follow Livermore Lane to Bessley Place and turn **Left** onto the brick pedestrian walkway.
 - d. Follow the walkway and steps to the Post Office parking lot, then proceed to the Home Depot parking lot. Home Depot has agreed to allow school officials to house children inside during inclement weather.



4. If the incident is long in duration, or a greater distance from the school is necessary, Alexandria City Public School system buses will be dispatched to transport students from the Home Depot to Hammond Middle School.
5. Follow emergency personnel instructions.

If a school evacuation is ordered, parents are advised not to try to come to the school, but to allow their children to be evacuated. Parents will be notified where to meet their children by Alexandria City Public Schools via their emergency notification systems.

FREQUENTLY ASKED QUESTIONS

Q. What should I do to be prepared in case of an emergency?

A. Everyone should prepare an “emergency response plan” for themselves for both home and office. This plan should include lists of who you will contact outside of the area should an emergency occur, family emergency numbers, school contacts, an emergency meeting place for the family, and local contacts. Be sure to include other pertinent information such as medical information, medications and physician/pharmacy phone numbers. Be sure to discuss the plan with your loved ones and co-workers.

You should also be prepared to “shelter-in-place” for three days (for example, in preparation for a major snowstorm). To shelter comfortably, you will need:

- One gallon of water per person per day
- Food and a manual can opener
- A week’s supply of prescription medication
- A battery powered radio with extra batteries
- Extra batteries for hearing aids or other assistive devices
- A flashlight (with extra batteries)
- A list of contact numbers for family members, friends, doctors
- First aid supplies
- Any items you normally use that you would need for 3 days should an emergency occur
- A three-day supply of food and water for each pet.

Should you have to evacuate, take these supplies with you. In preparation for an evacuation, it is also a good idea to have a “go bag” ready. This bag should include:

- Personal items that you would need if you had to leave without notice
- Financial records
- Your pet’s veterinarian records
- Extra keys for your house and car
- Cash
- Spare glasses or other special needs items, such as medications

- Copies of family documents
- Cell phone or PDA

Q. Why is planning so important?

A. It is everyone’s responsibility to be prepared for any emergency. Initially, emergency services will be consumed with responding to the disaster. It is up to each of us to prepare. Planning in advance will help you, your family, and friends manage an emergency in a calm and effective way, which will help keep you safe. For more emergency planning resources, visit www.alexandriava.gov/emergency.

Q. How can I obtain information in an emergency?

A. There are several sources for emergency information:

- Emergency alerts from the City’s free eNews service (sign up at www.alexandriava.gov and click on “Subscribe to eNews”; If you are an existing eNews user, you may add your cell phone, BlackBerry, pagers, or personal digital assistant (PDA) to your account by signing on and updating your devices)
- Local television and radio stations, which will broadcast emergency alerts
- The City’s Web site (www.alexandriava.gov)
- The City of Alexandria Government Access Cable Channel 70
- Emergency announcements broadcast on weather alert radios, which are available for purchase at stores that carry home electronics. For more information about weather alert radios, visit www.nws.noaa.gov/nwr

Q. What if the City of Alexandria has to be evacuated? What will the City do for me?

A. In the unlikely event that an evacuation is ordered, communication to the public is of the utmost importance. An evacuation order would specify the perimeters of the area to be evacuated and direct residents to the available shelters. Residents of areas that are not in the evacuation area would be directed to stay where they are (shelter-in-place). The City foresees that implementing plans to shelter-in-place would ensure the safety of citizens based on the most likely scenarios that have occurred in Alexandria thus far.

Q. If we have to evacuate or relocate, will the City provide shelters?

A. Alexandria has identified numerous facilities that are equipped to serve as shelters. These locations are not published in advance, as many factors will determine which shelters(s) would be opened. Some of these factors include the size and severity of the disaster, the disaster location and the number of people needing shelter. All pre-designated shelters are accessible for people with disabilities. When the determination is made to open a shelter, the community will be notified through the media, the City’s Web site, Alexandria eNews, and by other means, if necessary.

Q. If an evacuation is ordered, what do I do with my pet?

A. When Alexandria opens a shelter for people, the Animal Welfare League will open a shelter in the same facility, if necessary, or will offer shelter in their facility.

Q. My neighbor has no radio, television, or phone. How will she get the word of an evacuation?

A. If an evacuation is ordered, and time is available, emergency personnel with public address systems will enter the perimeter of the defined area and attempt to spread the word. Knock on your neighbor's door before leaving the area and assist in her evacuation.

Q. What can community members do to help evacuate themselves and others?

A. Maintain your sense of community. Use your vehicle to provide transportation to others. Do not add to traffic gridlock. If you are not in an area affected by the evacuation, stay where you are, shelter-in-place. Listen to the media for updates as circumstances change.

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