City of Dover
Emergency Operations Plan

- Follows the **National Incident Management System, (NIMS)**
- All Hazard Plan
- All employees must be trained in the NIMS format.
- **Awareness, Operations, Supervisory and Command**
- Can be used for planned events as well as emergency situations

- It allows for us to build a Command and General Staff to suite the size and type of incident.
- Activation of the EOP, **Mayor, Council President, City Manager and the Emergency Management Coordinator**
- **The Police Chief, Fire Chief, Public Utilities Manager and the Public Services Manager** may also request that the plan be activated

ATTACHMENT #1
SA&T Committee Meeting of 12/07/2009

National Incident Management System

- An **Incident Commander** will be identified
- **Command and General Staff** positions will be established as necessary.
  - **Command Staff**, Safety, PIO and Liaison
  - **General Staff**, Operations, Planning, Logistics, and Finance
- **The Command and General Staff** will manage the incident by utilizing City, County, State, Federal and Private resources.
- During a major incident a **Unified Command Structure** could be established, which would consist of a member from Police, Fire, Public Utilities and Public Services. This group would establish objectives, strategies and prioritize them throughout the incident.

Emergency Operations Plan

- **Operations Plan**
  - Purpose
  - Scope
- **Design**
  - Basic Plan
  - Appendices
  - Annexes
- **Authorities**
  - Local Government
  - State Government
  - Federal Government

- **Policy Statements**
  - Limitations
  - Suspension of Routine Activities
  - Households of Emergency Responders
  - Non Discrimination
  - Citizen Preparedness
- **Review and Update**
  - Annual
  - Post Incident

Emergency Operations Plan

- **Situations and Assumptions**
  - Hazards
  - Characteristics of Dover
  - Major Highways
  - Waterways
  - Chemical Using Facilities
  - SARA Title III
  - Fixed Nuclear Facilities

- **Situations and Assumptions continued**
  - Drinking water sources and intakes
  - Target Points for nuclear attack
  - Non-English speaking Population
  - Hearing Impaired Population

Emergency Operations Plan

- **Assumptions of assistance**
  - County, State, Federal and private
- **Concept of Operations**
  - General
  - Phases of Emergency Management
  - Direction and Control

- **City of Dover** Emergency Operations Center
  - Operate under NIMS, ICS
  - Computer Hardware
  - Incident Commander
  - Command and General Staff
  - EOC organizational chart
  - EOC location and capabilities

Emergency Operations Plan

- **Emergency Operations Center, continued**
  - EOC backup location
  - EOC will serve as the coordination point for the incident
  - Administration forms
  - Summary Record forms
  - Resource inventories

- **Request for assistance**
  - Volunteer and private
  - Kent County EOC
  - State of Delaware, via Kent EOC to DEMA
  - Federal assistance, via Kent EOC to DEMA to FEMA

Emergency Operations Plan

- **Continuity of Government, normal government operations**
  - Line of succession
  - Pre-Delegation of Authority
  - Emergency Operations Centers
  - Preservation of Records
  - Protection of Government Resources

- **Continuity of Government continued**
  - Government responsibilities
    - City Manager
    - Police Department
    - Division of Public Services
    - Division of Public Utilities
    - Fire Department

Emergency Operations Plan

- **Identification Requirements**
  - Essential personnel
  - Press personnel
  - Home and business owners, managers and staff
- **Operations by time and phase**
  - Yellow, Orange, Red and Green

- **Warning**
  - Advanced warning of an impending natural or manmade incident
- **Evacuation**
  - Declaration by the Mayor or the Incident Commander
  - Coordination with Kent County EOC
  - Evacuation route mapping
  - Sheltering, coordination with Kent County EOC

Emergency Operations Plan

- **Damage Assessment needs**
  - Objectives
  - Types of assessments
- **Public Information**
  - Referenced material and checklists
  - Emergency contacts
  - Emergency Alert System
- **City telephone directory**

- **Glossary of terms**
- **Attachments to the basic plan**
  - Figure 1, overview of disaster operations
  - Figure 2, evacuation routing

Emergency Operations Plan

- **Appendices**
  - Sample declaration of a State of Emergency and an order for Evacuation
  - EOC organizational chart
  - EOC position check list
  - Administrative forms
  - Summary Record (FEMA)
  - Disaster response resource inventories

- **Appendices, continued**
  - Emergency Preparedness and Response Time Schedules
  - Damage Assessment Procedures
  - Emergency Public Information
  - Dover Evacuations Plan

Emergency Operations Plan

- **Appendices continued**
  - Dover Police Department grid map
  - National Incident Management System (NIMS)
  - Community Recovery and Economic Stabilization

- **Hazard Specific Annexes**
  - Radiological Monitoring and Protection
  - Flooding
  - Hurricanes
  - Thunder and lightning storms
  - Tornados

Emergency Operations Plan

- **Hazard Specific Annexes continued**
  - Manmade Hazards, Fires, Rescues, and Hazardous Materials
  - Mass Casualty
  - Terrorist Incidents

The Dover Emergency Operation Plan is an all hazard, NIMS compliant plan.

CITY OF DOVER PROPOSED ORDINANCE #2009-28 WITH SA#1

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF DOVER, IN COUNCIL MET:

That Appendix B - Zoning, Article 6 - Off-street Parking, Driveways and Loading Facilities, Section 5 - Supplementary Regulations for Parking and Loading Facilities, Subsection 5.5 - Race weekend parking, be deleted in its entirety and inserting, in lieu thereof, the following:

5.5 *Parking for Motorsports Racing.* During any ten-day period prior to or two-day period following an auto racing event the following provisions shall apply:

5.51 Automobile parking

a. Property located within a residential zone may be used for commercial parking (for a fee) of motor vehicles. Commercial parking shall not include parking of commercial vehicles for use by commercial vendors and sales representatives.

b. Unimproved surfaces may be used for automobile parking. Such areas shall be reviewed by the Fire Marshal to ensure adequate emergency access. No stormwater management areas or other preserved open space shall be used for automobile parking.

c. Automobile parking shall in no case obstruct fire lanes, parking lot drive aisles, emergency access, fire protection equipment, or cross access easements between properties.

5.52 Recreational vehicle parking. Recreational vehicle parking shall be permitted within all zones subject to the following requirements:

a. No more than three recreational vehicles shall be parked on a residential lot.

b. Property owners wishing to provide parking for more than five (5) recreational vehicles shall apply for a permit from the licensing and permitting division a minimum of 60 days prior to the race event. Fees for the permit will be charged in accordance with Appendix F. Prior to issuance of a permit, the property owner or his agent must submit a legible diagram of the camping area to the licensing and permitting division. The diagram shall show recreational vehicle parking location, emergency access, drive aisles, entrance and exit, number of proposed recreational vehicles to be parked, location of power lines, and location of restroom facilities.

c. Recreational vehicles shall not be parked within 25 feet of power lines as measured from the center of the utility pole. Vertical extensions from recreational vehicles shall not be closer than 25 feet to power lines as measured from any point on the vertical extension.

d. Recreational vehicles shall not be parked closer than 10 feet to other recreational vehicles, buildings, or other structures.

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e. Recreational vehicle parking areas shall have drivable surfaces engineered to hold the weight of recreational vehicles, fire equipment, and other emergency response equipment in all types of weather.

f. Any changes to the layout of recreational vehicle parking areas shall be required to be submitted to the licensing and permitting division at least 30 days prior to the race event.

g. It shall be the permit holder's responsibility to ensure compliance with these requirements. Failure to comply with the provisions of this section shall result in a fine.

BE IT FURTHER ORDAINED:

That Appendix F - Fees and Fines, Appendix B - Zoning, be amending by inserting a new Article 6 - Off-street Parking, Driveways and Loading Facilities, immediately following Appendix B--Zoning, Article 5--Supplementary Regulations, as follows:

	Description		Fees and Fines (in dollars)	
Appendix B--Zoning, Article 6--Off-street Parking, Driveways and Loading Facilities				
Sec. 5	Supplementary Regulations for Parking and Loading Facilities			
	Subsec. 5.5	Parking for Motorsports Racing		
		Subsec. 5.52(b)	1-5 Recreational vehicles	No fee
			6-25 Recreational vehicles	$25.00
			26-50 Recreational vehicles	$50.00
			51-100 Recreational vehicles	$100.00
			>100 Recreational vehicles	$150.00

ADOPTED: *

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SYNOPSIS

The proposed ordinance would establish standards for motor vehicle and recreational vehicle parking for motor sports events. It would codify the existing policy that ensures that such parking is compatible with emergency access needs.

The proposed amendment establishes a fee schedule for a permit to park more than five recreational vehicles during a motorsports racing event.

Actions History

December 7, 2009 - Considered by Safety Advisory and Transportation Committee

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