

RESOLUTION NO. 2416

A Resolution of the Town Council of the Town of Fairfax Designating Agents of the Town to the State Office of Emergency Services for all Matters Pertaining to State Disaster Assistance the Assurances and Agreements Required and for Certain Federal Financial Assistance

"DESIGNATION OF APPLICANT'S AGENT RESOLUTION"

Be it resolved by the Town Council of the Town of Fairfax that the

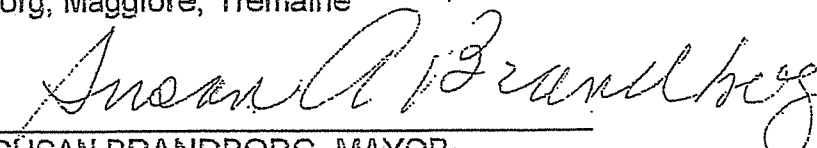
Town Manager, OR
Public Works Director OR
Chief of Police

are hereby authorized to execute for and on behalf of the Town of Fairfax, a public entity established under the laws of the State of California, this application and to file it in the Office of Emergency Services for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Safford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

That the Town of Fairfax, a public entity established under the laws of the State of California, hereby authorizes its agents to provide to the State Office of Emergency Services, for all matters pertaining to such state disaster assistance, the assurances and agreements required.

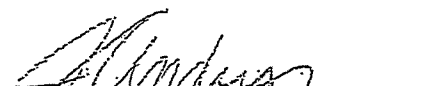
The foregoing Resolution No. 2416 was duly introduced and adopted at a special meeting of the Town Council of the Town of Fairfax held in said Town on the 18th day of February, 2006, by the following vote:

AYES: Weinsoff, Bragman, Brandborg, Maggiore, Tremaine
NOES: None
ABSENT: None



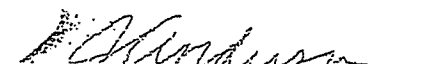
SUSAN BRANDBORG, MAYOR

Attest:



Town Clerk

The foregoing document is a correct copy of the original on record in the office.



City Clerk of the Town of Fairfax

DESIGNATION OF
APPLICANT'S AGENT RESOLUTION #2012

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
(Governing Body) (Name of Applicant)

THAT THE FAIRFAX TOWN ADMINISTRATOR, OR
(Title of Authorized Agent)
POLICE CHIEF, OR
(Title of Authorized Agent)
TOWN TREASURER
(Title of Authorized Agent)

is hereby authorized to execute for and in behalf of the TOWN OF FAIRFAX, a public entity established under the laws of the State of California, this application and to file it in the Office of Emergency Services for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the Natural Disaster Assistance Act.

THAT the Town of Fairfax, a public entity established under the laws of the State of California, hereby authorizes its agent(s) to provide to the State Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Passed and approved this 6th day of January, 19 98

PHIL GORNY, TOWN ADMINISTRATOR

(Name and Title)

JAMES ANDERSON, POLICE CHIEF

(Name and Title)

EDWARD J. KELLY, TOWN TREASURER

(Name and Title)

CERTIFICATION

I, Judith Anderson, duly appointed and TOWN CLERK of
(Name) (Title)

TOWN OF FAIRFAX, do hereby certify that the above is a true and correct copy of a

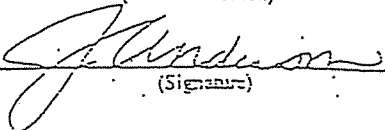
resolution passed and approved by the TOWN COUNCIL of the TOWN OF FAIRFAX on the
(Governing body) (Name of Applicant)

6th day of January, 19 98

Date: January 9, 1998

FAIRFAX TOWN CLERK

(Official Position)


(Signature)

Fairfax Emergency Operations Plan

List of Projects (Exhibit B)

List of Projects Worksheet*

(may be submitted in lieu of the state Exhibit "B" form)

APPLICANT: _____

DATE COMPLETED: _____

SITE NUMBER (S)	PROJECT OR SITE TITLE	ENTER "SP" IF SMALL PROJECT OR "LP" FOR LARGE PROJECT	ESTIMATED AMOUNT	ENTER "EW" FOR EMERG. WORK OR "PW" FOR PERM. WORK	WORK COMPLETED BY FORCE ACT. (FA), CONTRACT (C) OR BOTH (F/C)?	ENVIRONMENTAL ISSUES? (Y or N)	HISTORIC ISSUES? (Y or N)	INSURANCE COVERAGE? (Y or N)	FACILITY DAMAGED IN PRIOR DISASTER? (Y or N)	HAZARD MITIGATION PROPOSAL? IF YES, DESCRIBE BRIEFLY

FEDERAL EMERGENCY MANAGEMENT AGENCY
REQUEST FOR PUBLIC ASSISTANCE

O.M.B. No. 3067-0151
Expires April 30, 2001

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 10 minutes. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and submitting the forms. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of the forms. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (3067-0151). **NOTE:** Do not send your completed form to this address.

APPLICANT (Political subdivision or eligible applicant.)

DATE SUBMITTED

COUNTY (Location of Damages. If located in multiple counties, please indicate.)

APPLICANT PHYSICAL LOCATION

STREET ADDRESS

CITY

COUNTY

STATE

ZIP CODE

MAILING ADDRESS (If different from Physical Location)

STREET ADDRESS

POST OFFICE BOX

CITY

STATE

ZIP CODE

Primary Contact/Applicant's Authorized Agent

Alternate Contact

NAME

NAME

TITLE

TITLE

BUSINESS PHONE

BUSINESS PHONE

FAX NUMBER

FAX NUMBER

HOME PHONE (Optional)

HOME PHONE (Optional)

CELL PHONE

CELL PHONE

E-MAIL ADDRESS

E-MAIL ADDRESS

PAGER & PIN NUMBER

PAGER & PIN NUMBER

Did you participate in the Federal/State Preliminary Damage Assessment (PDA)? Yes No

Private Non-Profit Organization? Yes No

If yes, which of the facilities below best describe your organization? _____

Title 44 CFR, part 206.221(e) defines an eligible private non-profit facility as: "... any private non-profit educational, utility, emergency, medical or custodial care facility, including a facility for the aged or disabled, and other facility providing essential governmental type services to the general public, and such facilities on Indian reservations." "Other essential governmental service facility" means museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, rehabilitation facilities, shelter workshops and facilities which provide health and safety services of a governmental nature. All such facilities must be open to the general public.

Private Non-Profit Organizations must attach copies of their Tax Exemption Certificate and Organization Charter or By-Laws. If your organization is a school or educational facility, please attach information on accreditation or certification.

Official Use Only FEMA

DR

FIPS

Date Received

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET
INSTRUCTIONS

The Project Worksheet must be completed for each identified damaged project.

Projects with estimated or actual cost of damage greater than \$47,100 are large projects.
Projects with estimated or actual cost of damage less than \$47,100 are small projects.

After completing Project Worksheets, submit the worksheets to your Public Assistance Coordinator.

Identifying Information

Declaration No: Indicate the disaster declaration number as established by FEMA (i.e. "FEMA 1136-DR-TN", etc.).

Project No: Indicate the project designation number you established to track the project in your system (i.e. 1, 2, 3, etc.).

FIPS No: Indicate your FIPS number within this space. This is optional.

Date: Indicate the date the worksheet was prepared in MM/DD/YY format.

Category: Indicate the category of the project according to FEMA specified work categories. This is optional.

Applicant: Name of the governmental or other legal entity to which the funds will be awarded.

County: Name of the county where the damage is located. If located in multiple counties, indicate "Multi-County."

Damage facility: Identify the facility and describe its basic function.

Work Complete as of: Indicate the date that the work was examined in the format of MM/DD/YY and the percentage of work completed to that date.

Location: This item can range anywhere from an "address," "intersection of..." "1 mile south of ...on...." to "county wide." If damages are in different locations or different counties please list each location. Include latitude and longitude of the project if known.

Damage Description and Dimensions: Describe the disaster-related damage to the facility, including the cause of the damage and the area or components affected.

Scope of Work: List work that has been completed, and work to be completed, which, is necessary to repair disaster-related damage. Include items recorded on the preliminary damage assessment.

Does the Scope of Work change the pre-disaster conditions of the site: If the work described under the Scope of Work changes the facilities conditions (i.e. increases / decreases the size or function of the facility or does not replace damaged components in kind with like materials), check (✓) yes. If the Scope of Work returns the site to its pre-disaster configuration, capacity and dimensions check (✓) no.

Special Considerations: If the project includes insurable work, and/or is affected by environmental (NEPA) or historic concerns, check (✓) either the Yes or No box so that appropriate action can be initiated to avoid delays in funding. Refer to *Applicant Guidelines* for further information.

Hazard Mitigation: If the pre-disaster conditions at the site can be changed to prevent the disaster-related damage, check (✓) Yes. If no opportunities for hazard mitigation exist check (✓) no. Appropriate action will be initiated and avoid delays in funding. Refer to *Applicant Handbook* for further information.

Is there insurance coverage on this facility: Federal law requires that FEMA be notified of any entitlement for proceeds to repair disaster-related damages, from insurance or any other source. Check (✓) yes if any funding or proceeds can be received for the work within the Scope of Work from any source besides FEMA.

Project Cost

Item: Indicate the item number on the column (i.e. 1, 2, 3, etc.). Use additional forms as necessary to include all items.

Code: If using the FEMA cost codes, place the appropriate number here.

Narrative: Indicate the work, material or service that best describes the work (i.e. "force account labor overtime", "42 in. Dia. RCP", "sheet rock replacement", etc.).

Quantity/Unit: List the amount of units and the unit of measure ("48/cy", "32/lp", "6/ea", etc.).

Unit Price: Indicate the price per unit.

Cost: This item can be developed from cost to date, contracts, bids, applicant's experience in that particular repair work, books which lend themselves to work estimates, such as RS Means, or by using cost codes supplied by FEMA.

Total Cost: Record total cost of the project.

Prepared By: Record the name and title of the person completing the Project Worksheet.

Record Requirements

Please review the *Applicant Handbook* for detailed instructions and examples.

For all completed work, the applicant must keep the following records:

- Force account labor documentation sheets identifying the employee, hours worked, date and location;
- Force account equipment documentation sheets identifying specific equipment, operator, usage by hour/mile and cost used;
- Material documentation sheets identifying the type of material, quantity used and cost;
- Copies of all contracts for work and any lease/rental equipment costs.

For all estimated work, keep calculations, quantity estimates, pricing information, etc. as part of the records to document the "cost/estimate" for which funding is being requested.

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET

O.M.B. No. 3067-0151
Expires April 30, 2001

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 30 minutes. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and submitting the forms. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of the forms. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (3067-0151). NOTE: Do not send your completed form to this address.

DECLARATION NO. FEMA- ____ -DR- ____	PROJECT NO.	FIPS NO.	DATE	CATEGORY
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DAMAGED FACILITY	WORK COMPLETE AS OF: _____ : _____ %
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APPLICANT	COUNTY
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LOCATION	LATITUDE	LONGITUDE
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DAMAGE DESCRIPTION AND DIMENSIONS

SCOPE OF WORK

Does the Scope of Work change the pre-disaster conditions at the site? Yes No
 Special Considerations issues included? Yes No Hazard Mitigation proposal included? Yes No
 Is there insurance coverage on this facility? Yes No

PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
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PREPARED BY:				TOTAL COST	

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET - Damage Description and Scope of Work Continuation Sheet

O.M.B. No. 3067-0151
Expires April 30, 2001

DECLARATION NO. FEMA- ____-DR- ____	PROJECT NO.	FIPS NO.	DATE	CATEGORY
APPLICANT		COUNTY		

PREPARED BY:

FEDERAL EMERGENCY MANAGEMENT AGENCY
 PROJECT WORKSHEET – Cost Estimate Continuation Sheet

O.M.B. No. 3067-0151
 Expires April 30, 2001

DECLARATION NO. FEMA- ____ -DR- ____	PROJECT NO.	FIPS NO.	DATE	CATEGORY
APPLICANT		COUNTY		

PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
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				TOTAL COST	

PREPARED BY:

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET - Maps and Sketches Sheet

O.M.B. No. 3067-0151
Expires April 30, 2001

DECLARATION NO.

PROJECT NO.

FIPS NO.

DATE

CATEGORY

FEMA- ____ -DR- ____

APPLICANT

COUNTY

FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET – Photo Sheet

O.M.B. No. 3067-0151
Expires April 30, 2001

DECLARATION NO.

PROJECT NO.

FIPS NO.

DATE

CATEGORY

FEMA- _____ -DR- _____

APPLICANT

COUNTY

PHOTO

PHOTO

Fairfax Emergency Operations Plan

Glossary of Terms

"**Action Plan**" means the plan prepared in the EOC containing the emergency response objectives of that SEMS level reflecting overall priorities and supporting activities for a designated period. The plan is shared with supporting agencies.

"**Disaster**" means a sudden and extraordinary misfortune; a calamity which threatens or effects extraordinary loss of life or property.

"**Emergency**" means a condition of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, hazardous material incident, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestations or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions, other than conditions resulting from a labor controversy.

"**Emergency Operations Center**" means a location from which centralized emergency management can be performed.

"**Emergency Response Agency**" means any organization responding to an emergency, whether in the field, at the scene of an incident, or to an EOC, in response to an emergency, or providing mutual aid support to such an organization.

"**Emergency Response Personnel**" means personnel involved with an agency's response to an emergency.

"**Incident**" means an occurrence or event, either human-caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.

"**Incident Action Plan**" means the plan developed at the field response level which contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.

"**Incident Commander**" means the individual responsible for the command of all functions at the field response level.

"**Incident Command System (ICS)**" means a nationally used standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the field level component of SEMS. It is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.

"**Local Government**" means local agencies as defined in Government Code §8680.2 and special districts as defined in California Code of Regulations, Title 19, Division 2, Chapter 5, NDA, §2900(y).

"**Master Mutual Aid Agreement**" means the California Disaster and Civil Defense Master Mutual Aid Agreement made and entered into by and among the State of California, its various departments and agencies, and the various political subdivisions of the State. The agreement provides for support of one jurisdiction by another.

"**Multi-agency or inter-agency coordination**" means the participation of agencies and disciplines involved at any level of the SEMS organization, working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

"**Mutual Aid**" means voluntary aid and assistance in the event that a disaster should occur, by the interchange of services and facilities, including, but not limited to: fire, police, medical and health, communication, and transportation services and facilities, to cope with the problems of rescue, relief, evacuation, rehabilitation, and reconstruction which would arise in the event of a disaster. Mutual aid is designed to ensure that adequate resources, facilities, and other support are provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation.

Fairfax Emergency Operations Plan

"**Mutual Aid Region**" means a subdivision of the state emergency services organization, established to facilitate the coordination of mutual aid and other emergency operations within an area of the state, consisting of two or more county Operational Areas.

"**National Incident Management System (NIMS)**" refers to the comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. (Established as a result of Homeland Security Presidential Directive – 5.) It is applicable across a full spectrum of potential incidents and hazard scenarios, regardless of size or complexity, and improves coordination and cooperation between public and private entities in a variety of domestic incident management activities.

"**Operational Area**" means an intermediate level of the state emergency services organization, consisting of a county and all political subdivisions within the county area. The Operational Area is a special purpose organization created to prepare for and coordinate the response to emergencies within a county area. Each county is designated as an Operational Area. An Operational Area may be used by the county and the political subdivisions comprising the Operational Area for the coordination of emergency activities and to serve as a link in the system of communications and coordination between the state's emergency operating centers and the operating centers of the political subdivisions comprising the operational area. The Operational Area augments, but does not replace, any member jurisdiction.

"**Political subdivision**" means any city, county, district, or other local governmental agency or public agency authorized by law.

"**Standardized Emergency Management System (SEMS)**" means that consistent set of rules and procedures governing the overall operational control or coordination of emergency operations specified in regulations (CCR Title 19, Division 2, §2400 et seq). It identifies at each level of the statewide emergency organization, the direction of field forces and the coordination of joint efforts of government and private agencies. ICS is the field level component of SEMS.

"**State of Emergency**" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions, other than conditions resulting from a labor controversy or conditions causing a "state of war emergency", which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county or city and require the combined forces of a mutual aid region or regions to combat, or with respect to regulated energy utilities, a sudden and severe energy shortage requires extraordinary measures beyond the authority vested in the California Public Utilities Commission.

**TOWN OF FAIRFAX
STAFF REPORT**

To: Mayor, Members of the Town Council

From: Michael Rock, Town Manager *(MFR)*
Jim Moore, Director of Planning & Building Services

Date: March 7, 2012

Subject: Adoption of Resolution 12-15, a Resolution of the Town Council of the Town of Fairfax adopting the Association of Bay Area Government (ABAG) Plan "Taming Natural Disasters" and the Town of Fairfax Local Annex, as the Town of Fairfax's Local Hazard Mitigation Plan (LHMP).

RECOMMENDATION

1. Open the public hearing and take testimony.
2. Close the public hearing.
3. Adopt Resolution 12-15 adopting, with its local "Annex" (or, addendum), the Plan "*Taming Natural Disasters*" as the Town of Fairfax Local Hazard Mitigation Plan (LHMP).

BACKGROUND

The federal Disaster Mitigation Act of 2000 (Act) requires all cities, counties, and special districts to adopt a Local Hazard Mitigation Plan, with updates every five years, in order to receive disaster mitigation funding from FEMA. This is the second update, the first was in 2005.

ABAG's multi-jurisdictional Local Hazard Mitigation Plan, to which **Exhibit A** is an "Annex" (or, addendum), lists nine hazards that impact the Bay Area, five related to earthquakes (faulting, shaking, earthquake-induced landslides, liquefaction, and tsunamis) and four related to weather (flooding, landslides, wildfires, and drought). Except for tsunamis and active fault surface rupture, these hazards also impact this community. Tsunamis do not impact the Town of Fairfax because it is not along the coast. No active faults are mapped as rupturing the surface in the Town.

DISCUSSION

The Town of Fairfax does not face any natural disasters not listed in the ABAG multi-jurisdictional plan and no new hazards have been identified by the Town of Fairfax since the original development of this plan in 2005.

The Town has created a number of general hazard maps as part of the new 2010 General Plan Safety Element, all of these maps can be viewed in the new 2010 General Plan on the Town's webpage at <http://www.town-of-fairfax.org>; and they are comparable to those shown on the ABAG website at <http://quake.abag.ca.gov/mitigation/>, with the exception of maps prepared

for the Flood Mitigation Plan which include critical facilities and repetitive loss properties within the 100 and 500 year floodplains.

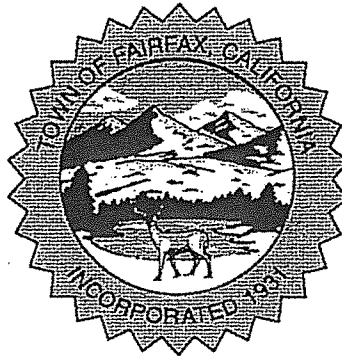
With the Town Councils direction, staff plans to continue working with ABAG to improve the risk assessment information being compiled by ABAG, including developing ways to assess how many soft-story buildings are located in the Town. Likewise, staff plans to work with ABAG to develop specific information about the kind and level of damage to buildings, infrastructure, and critical facilities which might result from any of the hazards previously noted.

FISCAL IMPACTS

Adoption of the LHMP Annex is required in order for the Town to be eligible to receive FEMA mitigations funds; this includes funding for projects like the seismic retrofit of the Pavilion.

ATTACHMENTS

Exhibit A – Local Hazard Mitigation Plan Annex
Exhibit B – Resolution 12-15



Annex to 2010 Association of Bay
Area Governments
Local Hazard Mitigation Plan
Taming Natural Disasters

Town of Fairfax

142 Bolinas Road
Fairfax, CA 94930

EXHIBIT #

A



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Introduction

The Town of Fairfax, incorporated in 1931, has a population of 7,441 people based on the 2010 census¹, is 2.1 square miles in size and sits at approximately 155 feet above sea level at the upper end of the Ross Valley water shed (part of FEMA Flood District IX) in the center of Marin County. A map of the Town's jurisdictional boundary is provided in **Exhibit A**.

The Town currently owns and maintains a Town Hall, Youth Center, Women's Club (used for Town meetings) and a large assembly hall know as the "Pavilion". Last year, the Town's budget was \$6,897,002 and it employs 28 people. While the Town provides local police services, the fire services are supplied by a separate Joint Powers Authority.

The Regional Planning Process

The Town's on-going mitigation planning is integral to the LHMP Annex Update. Many of the activities conducted by the Town were fed into the planning process for the multi-jurisdictional plan. The Town has participated in various Association of Bay Area Governments (ABAG) workshops and meetings; including meetings held in conjunction with Marin County and ABAG in Marin County. In addition, the Town has provided written and oral comments on the multi-jurisdictional plan. Finally, the Town provided information on facilities that are viewed as "critical" to ABAG.

Following the devastating December 2005 floods, Fairfax received a Flood Mitigation Assistance Grant to develop a stand-alone Flood Mitigation Plan. The Plan was adopted by the Fairfax Town Council and approved by the Federal Emergency Management Agency (FEMA) in June 2008.

In addition, the Town routinely enforces the requirements of the California Environmental Quality Act (CEQA) requirements (which, since 1988, have required mitigation for identified natural hazards). The Town's effort has focused on building on these pre-existing programs and identifying gaps that may lead to disaster vulnerabilities in order to work on ways to address these risks through mitigation.

(Information pertaining to public hearings and Town Council adoption will be added at a later date.)

The Local Planning Process

Key Town staff reviewed the plan to identify and prioritize mitigation strategies appropriate for the Town. Staff involved in these meetings included the Town Manager, Planning Director,

¹ For complete Census information on this Town, see <http://www.bayareacensus.ca.gov/>.



Public Works Director, Chief of Police, and Ross Valley Fire Department Chief. The general priorities and appropriate Town departments were reviewed and updated for 2009 needs.

The Town has a new Safety Element as part of its new 2010 General Plan. The 2010 General Plan, including the new Safety Element, was accepted by the Town Council in December of 2010 and it is currently going through CEQA review. The new 2010 General Plan is due for final adoption, after CEQA review, by the Town Council in December of 2011.

The new Safety Element includes a discussion of fire, earthquake, flooding, and landslide hazards; and importantly includes a section on Community Preparedness. Consistent with the Plan Maintenance and Update Process section of the 2004 Local Hazard Mitigation Plan (LHMP) Annex, the General Plan Advisory Committee (GPAC) reviewed, refined, and incorporated selected mitigation strategies into the final draft 2010 General Plan Safety Element.

Review and Incorporation of Existing Information

The following documents were reviewed and incorporated into this annex in addition to those documents referenced in Appendix A of the regional plan.

Existing plans, studies, reports, and technical information	Method of incorporation into the jurisdiction annex
Town of Fairfax 2010 General Plan, Safety Element	Hazards Assessment and priority mitigation actions
Capital Improvements Plan	Priority mitigation actions and programs
Town of Fairfax, Emergency Response Plan	Priority mitigation actions and programs
Town of Fairfax, Community Preparedness Plan	Priority mitigation actions and programs

Process of Updating Plan Sections

The Plan was updated to reflect any code revisions, amendments, or other actions related to the Plan that the Town of Fairfax undertook between the 2005 Annex and the 2010 Annex. It was determined that a major update was not necessary because most of the information was still accurate. The Planning Process section was updated to reflect the process undertaken for the update of this Plan.

Changes in Town of Fairfax policies, including code revisions and amendments, are actions taken by the Town Council. The Council's highest priority is community involvement in Town actions. It is, therefore, the responsibility of Town staff to ensure this priority is met through a variety of methods, such as a hard copy and email subscription service for Council agendas and posting of agendas and staff reports at Town Offices and on the City website. Written



correspondence is forwarded to all Council members, and verbal comments are welcome at all Council meetings.

Public Meetings

Opportunity for public comments on the DRAFT mitigation strategies were provided at a public meeting on October 1st & 15th, and November 5th, 2009 at 7:30 p.m. at the Town of Fairfax Women's Club and advertised on the Town of Fairfax website. At these meetings the DRAFT Safety Element containing "annex" mitigation strategies was presented to the Planning Commission during regular and/or a special workshops public meeting. Only minor technical/typographical changes were requested before adopting the plan and strategies. No public comments were received from either the meeting or the internet posting. Copies of the legal notice, and/or Planning Commission Minutes are included as **Exhibit B** to the Town of Fairfax 2010 LHMP Annex.

The Town Council will adopt the plan in a public meeting via an official Resolution upon approval by FEMA. The mitigation strategies will become an implementation appendix of the Town of Fairfax 2010 General Plan - Safety Element.

Hazards Assessment

The ABAG multi-jurisdictional Local Hazard Mitigation Plan, to which this is an Annex, lists nine hazards that impact the Bay Area, five related to earthquakes (faulting, shaking, earthquake-induced landslides, liquefaction, and tsunamis) and four related to weather (flooding, landslides, wildfires, and drought). Except for tsunamis and active fault surface rupture, these hazards also impact this community. Tsunamis do not impact the Town of Fairfax because it is not along the coast. No active faults are mapped as rupturing the surface in the Town.

Since the impacts of the other potential disasters are not fully developed, the Town has reviewed the hazards identified and ranked the hazards based on past disasters and expected future impacts. The conclusion is that earthquakes, flooding, and wildfire rank the highest in importance. Landslides are next most important, with tsunamis being of least importance.

The Town has created a number of general hazard maps as part of the new 2010 Safety Element, all of these maps can be viewed on the Town's webpage at http://www.town-of-fairfax.org/html/dept_planbuild_overview.html; and they are comparable to those shown on the ABAG website at <http://quake.abag.ca.gov/mitigation/>, with the exception of maps prepared for the Flood Mitigation Plan which include critical facilities and repetitive loss properties within the 100 and 500 year floodplains

Past Occurrences of Disasters (natural and human-induced)

The Town has suffered a number of landslides, road slippages and other storm related damage within the Town over the past 50 years. Fairfax was most recently affected in the Federal



Emergency Management Agency (FEMA) declared winter storm disasters of 2005/06 and the flood of April 2007. More information on State and Federally declared disasters in the Town of Fairfax can be found at <http://quake.abag.ca.gov/mitigation/ThePlan-D-Version-December09.pdf>

Risk Assessment

Urban Land Exposure

The Town examined the hazard exposure of Town urban land based on the information on ABAG's website at <http://quake.abag.ca.gov/mitigation/pickdbh2.html>. The "2005 Existing Land Use with 2009 Mapping" file was used for this evaluation (in the existing plan, the file used was "Existing Land Use in 2000").

Of the 1,008 urban acres in the Town,

- ◆ 34 acres are in the 100-year flood plain, while an additional 40 acres are in other flood-prone areas;
- ◆ There are no acres subject to dam inundation;
- ◆ 663 acres are in areas of existing landslides;
- ◆ The California Geological Survey has not completed mapping of earthquake induced landslide hazards in the Town. However, this hazard is viewed as similar to that posed by weather-related landslide hazards.
- ◆ 303 acres are in areas of moderate, high, or very high liquefaction susceptibility;
- ◆ 1,008 acres are in the highest two categories of shaking potential, in large part because the Town lies midway between the San Andreas-North Golden Gate fault, about 7.5 miles to the west, and the Roger's Creek and North Hayward faults, approximately 14 miles to the east;
- ◆ 54 acres are subject to high, very high, or extreme wildfire threat (because of the urban nature of the Town), but 996 acres are in wildland-urban interface threat areas.
- ◆ Drought, though a potential problem in the Town of Fairfax, is not fully assessed. The Town will be working with ABAG and the various water supply agencies on this issue.

In general, the hazard exposure of the Town of Fairfax is increasing slightly over time as the amount of urban land increases (in the last 5 years, 10 acres of land has become urban). The Town of Fairfax actually reduced the acres of urban land in the 100 year flood zone over the last 5 years due to changes in the new FEMA flood maps. The following table described the exposure of urban land within the unincorporated County to the various hazards.



Exposure (acres of urban land)			
Hazard	Plan Year 2005	Plan Year 2010	Change
<i>Total Acres of Urban Land</i>	33,366	36,021	2,655
Earthquake Faulting (within CGS zone)	1,594	2,054	460
Earthquake Shaking (within highest two shaking categories) ²	17,593	18,638	1,045
Earthquake-Induced Landslides (within CGS study zone) ³	2,766	4,965	2,199
Liquefaction (within moderate, high, or very high liquefaction susceptibility)	9,095	11,212	2,117
Flooding ⁴ (within 100 year floodplain)	1,010	984	(26)
Flooding (within 500 year floodplain)	900	1,430	530
Landslides (within areas of existing landslides)	3,999	4,466	467
Wildfire (subject to high, very high, or extreme wildfire threat) ⁵	15,686	13,981	(1,705)
Wildland-Urban Interface Fire Threat	10,178	11,100	922
Dam-Inundation (within inundation zone)	4,334	4,597	263
Sea Level Rise ⁶	not applicable		
Tsunamis ⁷ (within inundation area)	not applicable		
Drought ⁸	33,366	36,021	2,655

² In large part because the Hayward, Greenville, and Calaveras fault systems run through the County.

³ The California Geological Survey continues to map Alameda County and added the Livermore-Altamont area in late 2009. Though some areas of the County have not yet been completely mapped, the densely populated areas in Alameda County are mostly done.

⁴ Sea Level rise data was not available in 2005.

⁵ The decrease is due to better and more accurate mapping.

⁶ The sea level rise map is not a hazard map. It is not appropriate to assess infrastructure exposure to sea level rise.

⁷ Tsunami evacuation planning maps were not available inside the San Francisco Bay in 2005. This map became available in December 2009. Acres of exposed land are not an appropriate analysis for this hazard. It should be noted that this map is not a hazard map and should be used for evacuation planning purposes only. The inundation line represents the highest inundation at any particular location from a suite of tsunami sources. It is not representative of any single tsunami.

⁸ The entire Alameda County unincorporated area is subject to drought.



Infrastructure Exposure

The Town of Fairfax has also examined the hazard exposure of infrastructure based on the information on ABAG's website at <http://quake.abag.ca.gov/mitigation/pickdbh2.html>. Of the 37 miles of roadway in the Town,

- ◆ 2 miles of roadway are in the 100-year flood plain, while an additional two miles are in other flood-prone areas;
- ◆ no roads are in an area subject to dam inundation;
- ◆ 20 miles of roadway are in areas of existing landslides;
- ◆ The California Geological Survey has not completed mapping of earthquake induced landslide hazards in the Town. However, this hazard is viewed as similar to that posed by weather-related landslide hazards.
- ◆ 13 miles of roadway are in areas of moderate, high, or very high liquefaction susceptibility;
- ◆ all 37 miles of roadway are in the highest two categories of shaking potential;
- ◆ while one mile of roadway is subject to high, very high, or extreme wildfire threat, 36 miles of roads are in wildland-urban interface threat areas.

Exposure (miles of infrastructure)						
Hazard	Roadway		Transit		Rail	
	Plan Year 2005	Plan Year 2010	Plan Year 2005	Plan Year 2010	Plan Year 2005	Plan Year 2010
<i>Total Miles of Infrastructure</i>	1,524	1,627	11		38	
Earthquake Shaking (within highest two shaking categories)	673	701		8		2
Liquefaction Susceptibility (within moderate, high, or very high liquefaction susceptibility)	302	333		2		21
Liquefaction Hazard (within CGS study zone) ¹		140		3		9
Earthquake-Induced Landslides (within CGS study zone) ²	52	50		1		1

¹ 1,083 miles of roadway, 3 miles of transit, and 21 miles of rail are outside the area that has been evaluated by CGS for this hazard

² The California Geological Survey continues to map Alameda County and added the Livermore-Altamont area in late 2009. Though some areas of the County have not yet been completely mapped, the densely populated areas in Alameda County are mostly done. 1,083 miles of roadway, 3 miles of transit, and 21 miles of rail are outside the area that has been evaluated by CGS for this hazard



Earthquake Faulting (within CGS zone)	63	75		0		2
Flooding (within 100 year floodplain)	29	31		0		4
Flooding (within 500 year floodplain)	26	28		0		2
Landslides (within areas of existing landslides)	431	440		2		4
Wildfires (subject to high, very high, or extreme wildfire threat)	1,083	1,130		5		24
Wildland-Urban Interface Fire Threat	280	280	3	3	10	10
Dam Inundation (within inundation zone)	120	143		1		18
Sea Level Rise ³	not applicable					
Tsunamis ⁴	not applicable					
Drought ⁵	not applicable					

³ The sea level rise map is not a hazard map. It is not appropriate to assess infrastructure exposure to sea level rise.

⁴ Tsunami evacuation planning maps were not available inside the San Francisco Bay in 2005. This map became available in December 2009. Miles of exposed infrastructure is not an appropriate analysis for this hazard. It should be noted that this map is not a hazard map and should be used for evacuation planning purposes only. The inundation line represents the highest inundation at any particular location from a suite of tsunami sources. It is not representative of any single tsunami.

⁵ Drought is not a hazard for roadways.

Exposure of Town-Owned Buildings, Plus Critical Healthcare Facilities and Schools

The Town of Fairfax examined the hazard exposure of critical health care facilities, schools, and Town-owned buildings based on the information on ABAG's website at <http://quake.abag.ca.gov/mitigation/pickcrit.html>.

The Town provided a list of the critical facilities it owns to ABAG. ABAG provided a detailed assessment of the hazard exposure of each of its facilities. The following number of facilities is exposed to the various hazards analyzed.

- ◆ The Town has determined that the combination of construction type, age, and shaking exposure to the Fairfax Pavilion which is the only facility suitable as a shelter, are significant. Therefore, the Town has applied for and received a Pre-Disaster Mitigation grant to seismically retrofit this building.
- ◆ Town Hall, Police Department, Fire Department, and Women's Club (Council Chambers) are in the 100-year flood plain.



- ◆ The California Geological Survey has not completed mapping of earthquake induced landslide hazards in the Town. However, this hazard is viewed as similar to that posed by weather-related landslide hazards.
- ◆ One long-term care facility, all 3 schools, the fire station, police station and the Town Hall are in the middle categories of shaking potential;
- ◆ One long-term care facility, all 3 schools, the fire station, police station and the Town Hall are in wildland-urban interface threat areas.

Please Note:

- ◆ No critical health care facilities, or schools, are in either the 100-year flood plain or in other flood-prone areas;
- ◆ No critical health care facilities, schools, or Town-owned facilities are in an area subject to dam inundation;
- ◆ No critical health care facilities, schools, or Town-owned facilities are in areas of existing landslides;
- ◆ No critical health care facilities, schools, or Town-owned facilities are in areas of moderate, high, or very high liquefaction susceptibility;

Exposure (number of facility types)								
Hazard	Hospitals		Schools		Locally owned critical facilities		Locally owned bridges and interchanges	
	Plan Year 2005	Plan Year 2010	Plan Year 2005	Plan Year 2010	Plan Year 2005	Plan Year 2010	Plan Year 2005	Plan Year 2010
<i>Total Number of Facilities</i>	3		36		53		15	
Earthquake Shaking (within highest two shaking categories)	3		31		29		6	
Liquefaction Susceptibility (within moderate, high, or very high liquefaction susceptibility)	0		16		25		2	
Liquefaction Hazard (within CGS study zone) ¹	2		15		15		2	
Earthquake-Induced Landslides (within CGS study zone) ²	0		0		2		6	

¹ Two county-owned critical facilities are outside the area that has been evaluated by CGS for this hazard

² The California Geological Survey continues to map Alameda County and added the Livermore-Altamont area in late 2009. Though some areas of the County have not yet been completely mapped, the densely populated areas in Alameda County are mostly done.



Earthquake Faulting (within CGS zone)	0		0		2		0	
Flooding (within 100 year floodplain)	1		1		3		0	
Flooding (within 500 year floodplain)	1		0		0		0	
Landslides (within areas of existing landslides)	0		0		4		2	
Wildfires (subject to high, very high, or extreme wildfire threat)	0		3		25		3	
Wildland-Urban Interface Fire Threat	0		16		10		2	
Dam Inundation	0		4		8		0	
Sea Level Rise (exposed to 16in sea level rise) ³	-		-		-		-	
Sea Level Rise (exposed to 55in sea level rise) ⁴	-		-		-		-	
Tsunamis ⁵ (within inundation area)	-		-		-		-	
Drought ⁶	-	-	-	-	-	-	-	-

³ Sea level rise data was not available in 2005

⁴ Sea level rise data was not available in 2005

⁵ Tsunami evacuation planning maps were not available inside the San Francisco Bay in 2005. This map became available in December 2009. It should be noted that this map is not a hazard map and should be used for evacuation planning purposes only. The inundation line represents the highest inundation at any particular location from a suite of tsunami sources. It is not representative of any single tsunami.

⁶ Drought will not affect locally owned facilities directly.

Repetitive Loss Properties

In spite of the areas of the Town located in flood-prone areas, there are only four repetitive loss properties in the Town based on the information at:

<http://quake.abag.ca.gov/mitigation/pickflood.html>

However, updated information obtained from FEMA during the development of the Flood Hazard Mitigation Plan in 2008 indicates there are six repetitive loss properties. This change is likely the result of expansion in the flood plain boundaries on the newer FEMA maps.

Other risks



The Town of Fairfax does not face any natural disasters not listed in the ABAG multi-jurisdictional plan and no new hazards have been identified by the Town of Fairfax since the original development of this plan in 2005.

The Town plans to continue to work with ABAG to improve the risk assessment information being compiled by ABAG, including developing ways to assess how many soft-story buildings are located in the Town.

The Town plans to work with ABAG to develop specific information about the kind and level of damage to buildings, infrastructure, and critical facilities which might result from any of the hazards previously noted.

National Flood Insurance Program

Town of Fairfax has participated in the National Flood Insurance Program since 1988. The Town does not participate in the Community Rating System. The Town insures all of its facilities in the flood plain through NFIP. These include the Town Hall, Police Department, Fire Department, and Women's Club (Council Chambers) which are within the 100-year flood plain.

Following the devastating December 2005 floods, Fairfax received a Flood Mitigation Assistance Grant to develop a stand-alone Flood Mitigation Plan. The Plan was adopted by the Fairfax Town Council and approved by the Federal Emergency Management Agency (FEMA) in June 2008.

Mitigation Goals and Objectives

The goal of the ABAG MJ-LHMP is to maintain and enhance a disaster-resistant region by reducing the potential for loss of life, property damage, and environmental degradation from natural disasters, while accelerating economic recovery from those disasters. This goal is unchanged from the 2005 plan and continues to be the goal of the Town of Fairfax in designing its mitigation program.

Additionally, the Town has the specific objective of reducing the number of public and private buildings within the Town that are vulnerable to the effects of earthquakes; particularly the "Pavilion".

Mitigation Activities and Priorities

Evaluation of Progress from 2005 Plan

In 2005, mitigation actions and priorities were identified. The attached list indicates each of the strategies identified, along with responsible party, action taken, and current status of progress.

These included:



- Pursued and secured funding for the earthquake retrofitting of the “Pavilion” (DPW)
- Relocate the emergency generator and fuel tank for the Town Hall, Police Department, Fire Station / EOC Center and Corporation Yard above the 100 foot flood level (DPW).
- Pursued and secured funding for storm drain projects, working with county and flood district staff on coordinating regional mitigation projects for local creeks that flood (DPW).
- Continued maintenance efforts to keep storm drains and creeks free of obstructions, while retaining vegetation in the channels (as appropriate), to allow for the free flow of water (DPW).
- Installed remote sensing devices to monitor creek levels during storm activity (DPW).
- Enforce real estate disclosure of multi-hazards – ongoing process (DPBS).
- Establish/map Wildland-Urban Interface area within the Town limits and adopted additional code requirements for Wildland-Urban Interface areas (Wildland-Urban Interface map adopted 2008) (DPBS).
- Secure grants and implement vegetation management programs to reduce fuel loads (RVFD/DPW).
- Ensure adequate fire equipment road and/or fire road access to developed and open space areas (RVFD).

Future Mitigation Actions and Priorities

As a participant in the ABAG multi-jurisdictional planning process, Town of Fairfax staff helped in the development and review of the comprehensive list of mitigation strategies in the overall multi-jurisdictional plan. The list was reviewed by the Town Chief of Police, the Ross Valley Fire Chief, the acting Senior Planner, the Public Works Director, Planning Director, and the Town Manager in September 2009.

The tentative decision on priority was made based on a variety of criteria, not simply on an economic cost-benefit analysis. These criteria include being technically and administratively feasible, politically acceptable, socially appropriate, legal, economically sound, and not harmful to the environment or our heritage. Over time, the Town is committed to developing better hazard and risk information to use in making those trade-offs.

In the Town of Fairfax, many of the strategies are programs already existing as part of the planning process from plan and project reviews, building and fire code enforcement, and/or in the Town’s new 2010 General Plan Safety Element – which includes a Community Preparation Section. Some activities will require funds that have not been identified. The Town will be working to identify potential funding sources, including capital improvement budgets, bond issues, and federal or state grants.

These draft priorities were submitted to the General Plan Advisory Committee and Planning Commission, during which, there were no public comments except to the annex. The final strategies (as shown in the attached Table) will become an Implementation Appendix to the Town’s Safety Element.



In addition, the Town examined the hazard exposure information to Town-owned critical facilities supplied by ABAG. Town Hall, the Police Station and Fire Station 21 were all repaired with minimal FEMA funded mitigation (i.e., wet proofing and installing flood gates on Town Hall) following the flood of 2005/2006. Elevation and relocation, which would constitute more permanent long-term mitigation, were not considered cost-effective.

The Town has established priorities related to building construction, critical facility upgrades, and specific mitigation tasks for the next 5 years; including the follow:

- In January 2011, the Town Council adopted the 2010 California Building Code which applies to all construction activity within the Town boundaries. The California Building Code is comprised of 11 parts that incorporate public health, safety, energy, green building and access standards used in the design and construction of all buildings. The new code provisions will allow the Town to utilize the latest technologies, advances in construction standards and seismic design for the use in new residential and commercial construction and in remodels.
- The Town has determined that the combination of construction type, age, and shaking exposure to the Fairfax Pavilion which is the only facility suitable as a shelter, are significant. The Town has applied for and received a Pre-Disaster Mitigation grant to seismically retrofit this building. The Pavilion renovation will qualify as a principal disaster shelter by Red Cross standards.
- No determination has been made at this time for the Town-owned Women's Club (Council Chambers). It is anticipated this building will need seismic retrofitting.
- The Town will establish a General Plan Implementation Committee (GPIC) to guide and assist in the implementation of the Town's new 2010 General Plan; including the implementation of the new Safety Element section titled "Community Preparedness."

On-Going Mitigation Strategy Programs

The Town of Fairfax has many on-going mitigation programs that help create a more disaster-resistant region. The following list highlights those programs identified as *Existing Programs* in the mitigation strategy spreadsheet. Others are on-going programs that are currently underfunded. It is the County's priority to find additional funding to sustain these on-going programs over time.

- Continue to comply with all applicable building and fire codes as well as other regulations when constructing or significantly remodeling infrastructure facilities (INFR, HOUS, ECON, GOVT)
- Continue to enforce and/or comply with State-mandated requirements, such as the California Environmental Quality Act (ENVR a-1)



- Incorporate FEMA guidelines and suggested activities into local government plans and procedures for managing flood hazards (LAND, GOVT, HOUS, INFR)
- Continue to participate in FEMA's National Flood Insurance Program (GOVT d-5)
- Continue to facilitate the distribution of emergency preparedness materials and trainings through the General Plan Implementation Committee (INFR, HOUS, ECON, GOVT)
- Conduct periodic tests of the emergency sirens and BEARS emergency warning systems (GOVT c-15)
- Continue to maintain the emergency operations center (GOVT c-10)
- The Town will participate in the Ross Valley Watershed group, which is how priorities were set for flooding hazard mitigation. A successful local election has created a flood fee generating revenues to fund watershed wide flood mitigation projects through the local flood control district. A hydrologic study has been completed that encompasses the entire Ross Valley watershed in order to determine the effects of potential flood mitigation projects. (GOVT-d-3)
- As new flood-control projects are completed, request that FEMA revise its flood insurance rate maps and digital Geographic Information System (GIS) data to reflect flood risks as accurately as possible – ongoing project, Planning and Building Dept. (GOVT-d-4).
- Enforce and/or comply with the hazardous materials requirements of the State of California Certified Unified Program Agency (CUPA) – Ross Valley Fire Department, ongoing project. (ENVI-a-9)
- Seek grant funding for vegetation removal along roadways and roadside collection/chipping of hazardous vegetation within the Wildland-Urban Interface. (ECON-e-6,j-9)
- Ross Valley Fire to work with other Marin County Fire agencies and Marin Municipal Water District to review and update MMWD Fireflow Master Plan to improve the water distribution system. (INFR-c-2)

Incorporation into Existing Planning Mechanisms

The Town has several planning mechanisms which this annex can be incorporated into which include:

- ◆ 2010 General Plan Safety Element
- ◆ Capital Improvements Plan
- ◆ Climate Action Plan



- ◆ Zoning Ordinance
- ◆ Municipal Code
- ◆ Open Space Management Plan
- ◆ Flood Mitigation Plan

The Town of Fairfax has a new 2010 Safety Element in its new 2010 General Plan that includes a discussion of fire, earthquake, flooding, and landslide hazards – as well as a separate section on “Community Preparedness.” This plan will be adopted as an implementation appendix to the 2010 General Plan Safety Element.

In addition, the Town enforces the requirements of the California Environmental Quality Act (CEQA), which, since 1988, requires mitigation for identified natural hazards. The Town has used these pre-existing programs as a basis for identifying gaps that may lead to disaster vulnerabilities in order to work on ways to address these risks through mitigation.

Plan Update Process

As required in the Disaster Mitigation Act of 2000, the Town of Fairfax will update this plan annex at least once every five years, by participating in a multi-agency effort with ABAG and other agencies to develop a multi-jurisdictional plan.

This plan will be monitored on an on-going basis via the Planning Department. However, the major disasters affecting our community, legal changes, notices from ABAG as the lead agency in this process, and other triggers will be used. The public will continue to be involved whenever the plan is updated and, as appropriate, during the monitoring and evaluation process. The General Plan Implementation Committee (GPIC) will review all new public comments, and be responsible for determining if the plan should be updated.

The Town of Fairfax is committed to reviewing and updating this plan annex at least once every five years, as required by the Disaster Mitigation Act of 2000. The Town Planning Director will contact ABAG four years after this plan is approved to ensure that ABAG plans to undertake the plan update process. If so, the Town of Fairfax again plans to participate in the multi-jurisdictional plan. If ABAG is unwilling or unable to act as the lead agency in the multi-jurisdictional effort, other agencies will be contacted, including the County’s Office of Emergency Services. Cities should then work together to identify another regional forum for developing a multi-jurisdictional plan.

The public will continue to be involved whenever the plan is updated and as appropriate during the monitoring and evaluation process. Prior to adoption of updates, the Town will provide the opportunity for the public to comment on the updates. A public notice will be posted prior to the meeting to announce the comment period and meeting logistics.



Mitigation Plan Point of Contact

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Alternate Point of Contact

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Telephone: (415) 458-2344
Email: lneal@townoffairfax.org



Exhibit A - Jurisdiction Boundary Map

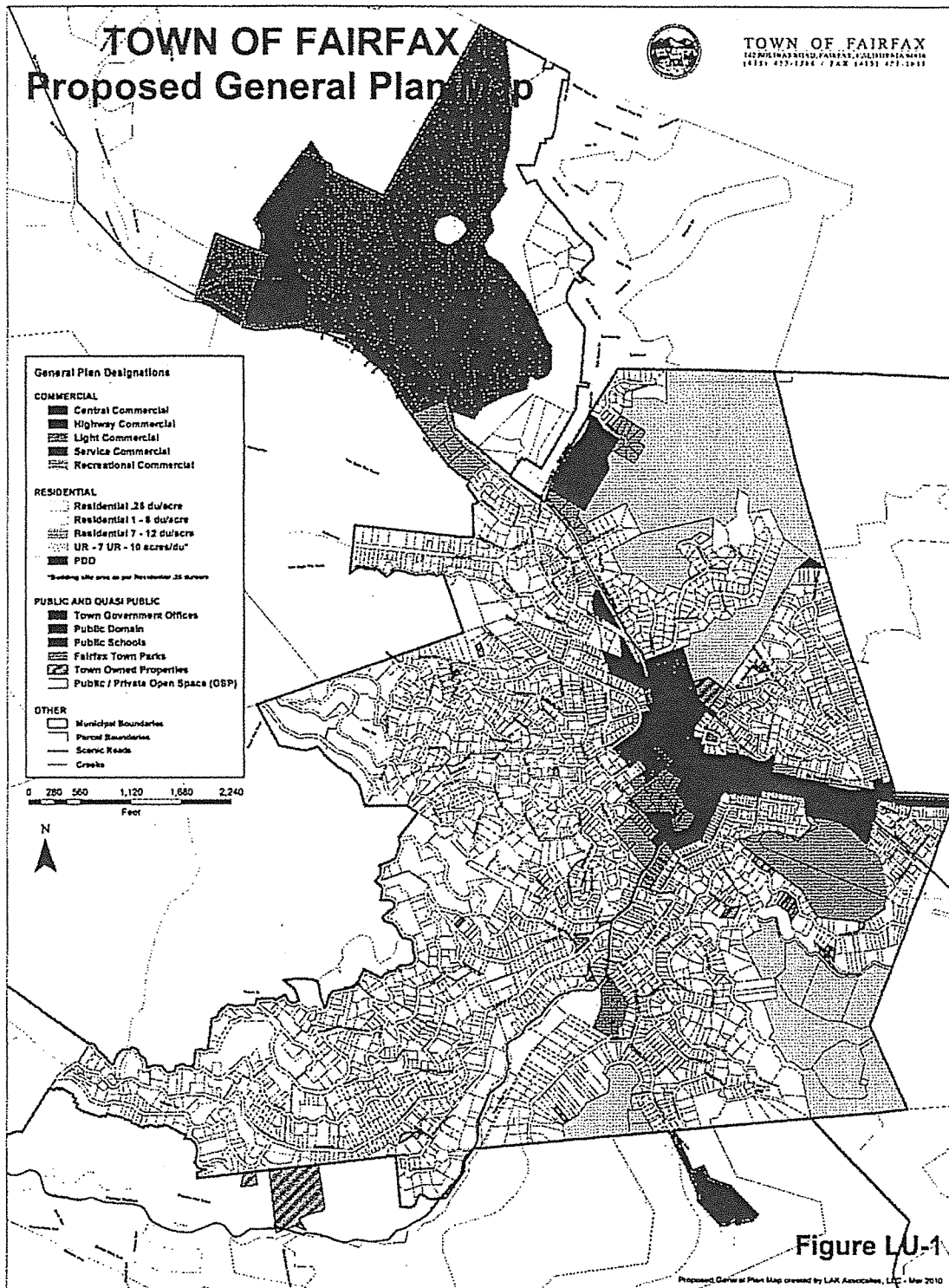




Exhibit B - Public Meeting Announcements & Minutes

TOWN OF FAIRFAX
PLANNING COMMISSION
WORKSHOP MEETING AGENDA
7:00 PM, TUESDAY, OCTOBER 1, 2009
FAIRFAX YOUTH CENTER, 16 PARK ROAD

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENTS ON NON-AGENDA ITEMS

DISCUSSION ITEMS

1. Approve final changes and conclude review of the Circulation Element of the General Plan.
2. Adopt Resolution No. 09-05, a resolution of the Fairfax Planning Commission forwarding the draft Circulation Element of the General Plan Update to the Town Council for review and to make appropriate amendments.
3. ~~Commence consideration of the Safety Element of the General Plan (references, tables and addendums will be forthcoming).~~
4. Discuss disposition of Town Center Element with new Appendix.

APPROVAL OF MINUTES

5. Minutes from the September 1st, 2009 workshop meeting.

COMMISSION COMMENTS AND REQUESTS

ADJOURNMENT

Conduct: All interested persons are invited to attend and participate in public hearings. In order to give all interested persons an opportunity to be heard, and to ensure the presentation of all points of view, members of the audience should: (1) Limit presentation to three minutes; (2) Always address the Chair; (3) State name and address; (4) State views and concerns succinctly; and (5) Submit any new documents to the Planning Staff, first, to be entered into the record. **Staff Reports:** Staff reports and associated materials will be available for public review at the front counter in Town Hall after 5:00 PM on the Friday before the meeting.

Court Challenges: If you challenge the matter(s) described above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this Notice, or in written correspondence delivered at, or prior to, the above referenced public hearing [Govt. Code section 65009(b)]. If you need accommodation to attend or participate in this meeting due to a disability, please contact the Town Clerk at (415) 453-1584. The Final Agenda will be posted on the Friday evening before the hearing at the Fairfax Post Office, the Women's



DRAFT Town of Fairfax Planning Commission Workshop Minutes
Fairfax Women's Club
Thursday, 1 October 2009

Call to Order/Roll Call:

COMMISSIONERS PRESENT: Shelley Hamilton
Brannon Ketcham
Peter Lacques, Chair
Peter Ramsay
Shelby LaMotte

COMMISSIONERS ABSENT: Terry Goyan
Pam Meigs

OTHER COMMITTEE MEMBERS: Bruce Ackerman, Chair, GPAC

STAFF PRESENT: Larry Kennings, Consultant
Joanne O'Hehir, Minutes-Secretary

Chair Lacques called the meeting to order at 7.40 pm when a quorum had convened.

Approval of the Agenda

M/S, Ketcham/LaMotte, Motion to approve the agenda.

AYES: All

Public Comments on Non-Agenda Items

There was no-one present from the public.

Discussion Items

(Excerpt)

3. Commence consideration of the Safety Element of the General Plan (Please note: references, tables and addendums will be forthcoming).

Consultant Kennings introduced the General Plan Environmental Safety Element. He provided background information on how the Element was drafted, and noted that they had worked with Paula Shultz, a hazard-mitigation consultant, and GPAC (General Plan Advisory Committee). Consultant Kennings said that they had incorporated elements of ABAG's (Association of Bay Area Governments) Jurisdictional Local Hazard Mitigation Plan that they considered appropriate for Fairfax.



Mr. Ackerman discussed the process. He invited the commissioners to help educate the citizens of Fairfax on the Safety Element, and suggested that they drew up a list of items to focus on.

Senior Planner Neal and Commissioner Ramsay discussed the Flood Hazard Mitigation Plan, which would need to be incorporated into the Safety Element.

Commissioner Ketcham requested that the items in the appendices be referenced.

Commissioner LaMotte led a discussion on mapping. Mr. Ackerman said that the members of GPAC were not satisfied with information on MarinMap and that their combined knowledge of Fairfax was more helpful.

Consultant Kennings said that MarinMap would incorporate maps into their system if they were provided.

Chair Lacques requested the provision of certain maps to the commissioners, including a map concerning liquefaction.

Commissioner Ramsay left the meeting at 8.10 p.m. General consensus was reached among staff and commissioners that discussions would continue but that no decisions could be made because the Planning Commission was inquorate.

Mr. Ackerman suggested that a member of GPAC, Ray Moritz, be invited to make a presentation on the Safety Element, to which he had made a significant contribution.

Discussion continued on items that had not been included in the Safety Element. Mr. Ackerman said that GPAC thought that consideration should be given to how people could exist if they were "cut off" for a week.

The commissioners proceeded to review the Safety Element.

Minor amendments were made to Page 1 of the Safety Element.

Staff and commissioners discussed the Hazard Mitigation Plan that was mentioned in the Safety Element. Senior Planner Neal said that a Plan existed, although she could not confirm if it had been adopted by the Town Council.

Chair Lacques suggested that there should be a link to the Hazard Mitigation Plan from the Town's Website.

Commission Ketcham and Consultant Kennings briefly discussed document layout.



General discussion took place on using collected data that related to Program ESE-1.2.1. General consensus was reached that the wording used should be simplified because it would be too difficult to implement. Amendments were then made.

Following general discussion on the seismic retrofit program, minor amendments were made to Program ESE-1.3.4.

Discussions continued on Policy ESE-1.4, which related to seismic retrofitting of private property. Staff and commissioners discussed the difference between the Town Code's 50% remodel and substantial improvement.

It was generally agreed that timeframes would be discussed at a later date, although Commissioner LaMotte noted that where the timeframe stipulated "2009", it should be changed to "2010".

General discussion moved on to Program ESE-1.4.3, which pertained to financial incentives to undertake seismic retrofitting. Chair Lacques discussed programs that were operated by other jurisdictions that encouraged homeowners to retrofit their homes. However, Consultant Kennings discussed the difficulty of implementing such plans without adequate staffing levels.

General consensus was reached that a new Program ESE-1.4.4 should be created to seek out grants to subsidize seismic retrofitting.

Minor amendments were made to Policy ESE-1.5.

Commissioner Lacques led a discussion on the feasibility of creating a clean local water supply. However, it was generally agreed among commissioners and staff to defer discussion to a later date.

Discussion continued on Policy ESE-1.7 that concerned town ordinances that addressed minimizing risks from earthquakes and landslides. Senior Planner Neal noted that geotechnical reports were usually required for hillside construction, and Commissioner Ketcham said that the provision to the Planning Commission of a list of ordinances that addressed landslide and earthquake hazards would be useful.

Commissioner LaMotte and Consultant Kennings discussed post-earthquake repair requirements that related to Program ESE-1.7.2. Consultant Kennings noted that the Fire Department might have different requirements to those of the Building Code.

Minor amendments were made to Program ESE-1.7.3 after brief discussion.

Discussion of the Environmental Safety Element ended at this point.



Exhibit C - Town of Fairfax 2010 Mitigation Strategy Spreadsheet

[Attached as separate electronic file]

Town of Fairfax Resolution 12-15

Adoption of the Association of Bay Area Governments Plan "Taming Natural Disasters" and Local Annex as the Town of Fairfax's Local Hazard Mitigation Plan

Passed and Adopted March 7, 2012

WHEREAS, the Bay Area is subject to various earthquake-related hazards such as ground shaking, liquefaction, landsliding, fault surface rupture, and tsunamis; and

WHEREAS, the Bay Area is subject to various weather-related hazards including wildfires, floods, and landslides; and

WHEREAS, the Town of Fairfax recognizes that disasters do not recognize city, county, or special district boundaries; and

WHEREAS, the Town of Fairfax seeks to maintain and enhance both a disaster-resistant Town and region by reducing the potential loss of life, property damage, and environmental degradation from natural disasters, while accelerating economic recovery from those disasters; and

WHEREAS, the Town of Fairfax is committed to increasing the disaster resistance of the infrastructure, health, housing, economy, government services, education, environment, and land use systems in the Town, as well as in the Bay Area as a whole; and

WHEREAS, the federal Disaster Mitigation Act of 2000 (Act) requires all cities, counties, and special districts to adopt a Local Hazard Mitigation Plan to receive disaster mitigation funding from FEMA; and

WHEREAS, ABAG has approved and adopted the ABAG report *Taming Natural Disasters*, created in collaboration with the participating jurisdictions, as the multi-jurisdictional Local Hazard Mitigation Plan for the San Francisco Bay Area;

NOW, THEREFORE, BE IT RESOLVED that the Town of Fairfax adopts, and adapts with its local annex, this multi-jurisdictional plan as its Local Hazard Mitigation Plan.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Town of Fairfax commits to continuing to take those actions and initiating further actions, as appropriate, as identified in the Town of Fairfax Annex of that multi-jurisdictional Local Hazard Mitigation Plan by adopting this list of mitigation strategies as the Implementation Appendix of the Safety Element of Its General Plan.

PASSED AND ADOPTED THIS 7th day of March, 2012.

EXHIBIT # B

AYES:

NOES:

ABSENT:

MAYOR Pam Hartwell-Herrero

Attest:

Judy Anderson, Town Clerk

FAIRFAX POLICE DEPARTMENT

EVACUATION PROTOCOL



Ken Hughes
Chief of Police

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Cascade, Laurel Canyon, Deer Park, Frustuck, Manor Hill, Olema, Glen Drive, Oak Manor, Marinda Oaks, Taylor/Rocca, Willow Avenue, and part of Scenic Road in San Anselmo	
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INCIDENT COMMANDER CHECKLIST

- Locate FD – Establish Incident Command Post
- Unified Command
 - Select Command Post Location
- Declaring Evacuation Plan Activation
- Central Ordering Point (Dispatch)
- Communications – **PD MAC**– Upon Evacuation Plan activation, Fairfax Dispatch will request an ICS Talkgroup from Marin County Communications Center. (MCCC) This request will be made on PD MAC or IC CLL. MCCC will assign an ICS Talkgroup based on availability and advise Fairfax Dispatch. Mutual Aid resources responding to the incident will switch to PD MAC and advise MCCC or Fairfax Dispatch when they have arrived in the area. MCCC or Fairfax Dispatch will direct the resources to the assigned ICS Talkgroup.
- Establish Incident Objectives
 - Preserve life
 - Maintain order
 - Save property
- Establish Immediate Priorities
 - Determine affected area
 - Establish perimeters
 - Determine access routes in for emergency services
 - Determine evacuation routes
 - Determine needed resources
- Place Reserve Order (Resources)
- Number of Personnel Necessary
- Number of Barricades Necessary and Locations
- Number of Detour Signs Necessary
- Place Overhead Resource Order

- Evacuation Team Leaders by Location
- Group Supervisors
- Staging Area Manager
- Safety Officer
- Public Information Officer
- Liaison Officer
- Establish Staging Area for Resources
- Determine Safe Location for Evacuees to assemble per MTZ Plan

EVACUATION PROTOCOL

I. GENERAL

- A. Purpose: To establish responsibility, policy and procedure to evacuate all or part of the population from any stricken or threatened disaster area within the Town limits of Fairfax to locations providing relative safety and shelter.
- B. Organization: An evacuation could involve all emergency service organizations of the county. (See Organization Chart, Appendices to Basic Plan).

II. SITUATION

- A. There are several emergency situations that may require an evacuation of part or the entire town. Evacuations may be needed as a result of criminal activity, fire, earthquake, flood, hazardous material accident, or transportation accident. Generally there are two kinds of evacuations:

1. PRECAUTIONARY EVACUATION

Precautionary Evacuation occurs when it is recommended to evacuate within a certain perimeter, usually a building or a block, until the initial situation is contained. This type of recommendation is usually found in hazardous material handling manuals and determined by the Fire and Emergency Services.

2. EMERGENCY EVACUATION

In an area under Emergency Evacuation, officers should:

- a) Direct homeowners to designated shelter
 - b) In the event of non-compliance,
 - 1. Advise the homeowner to shelter in-place,
 - 2. Get next of kin information,
 - 3. Notify Dispatch of the non-compliant homeowner's name and address.
- B. The public will be given official information related to evacuation. The public will act in its own interest and evacuate dangerous areas when advised to do so.

III. MISSION

To provide for an orderly and coordinated evacuation of the population should the need arise because of enemy attack, natural hazard or other major incident.

IV. CONSIDERATION**A. EVACUATION ROUTES**

1. Main Arteries
 - Predetermined
 - Select Travel Routes based on Conditions at Time of Incident
 - Develop Routes
2. Secondary Roads
3. Steps, Lanes and Trails

B. RESOURCES AVAILABLE

1. Evacuation Shelters
2. Red Cross Shelters
3. Known Areas of Refuge
4. Known Water Shelters /Swimming Pools
5. Shelter in Place

C. RESOURCES NEEDED

1. Special Clothing/Gear for First Responders: To include hats, goggles, Nomex jacket, Nomex pants, and gloves.

D. AFFECTED AREAS

1. FIRE MTZ AREA – CASCADE
Upper Southwest end of Fairfax
2. FIRE MTZ AREA – LAUREL CANYON
Lower Southwest end of Fairfax
3. FIRE MTZ AREA – DEER PARK
Southeast corner of Fairfax
4. FIRE MTZ AREA – FRUSTUCK
Middle West area of Fairfax
5. FIRE MTZ AREA – MANOR HILL
Upper Middle West area of Fairfax

6. Olema Area (MTZ area – none assigned)
7. Glen Drive Area (MTZ area - none assigned)
8. Oak Manor Area (MTZ area - none assigned)
9. Marinda Oaks Area (MTZ area - none assigned)
10. Taylor/Rocca Area (MTZ area - none assigned)
11. Willow Avenue Area (MTZ area - none assigned)
12. FIRE MTZ AREA - SCENIC
Lower East end of Fairfax adjacent to San Anselmo

V. EVACUATION EXECUTION

A. CHECKLIST

- Isolate the incident and control access
- Request for Law Enforcement Mutual Aid
- Perimeter management, including access control
- Operations to safeguard evidence at all accidents
- Evacuations
- If appropriate, activate the Marin Humane Society for animal control
- If appropriate, notify Management for activation of the EOC

B. WINDSHIELD SURVEY

1. Consider conducting a Windshield Survey of the area and think about:
 - a. Essential Service Buildings (government buildings)
 - b. Transportation routes
 - c. Utility infrastructures
 - d. Schools, hospitals/clinics (special population groups)
2. When doing a Windshield Survey:
 - a. Stay in your vehicle. This is an information-gathering task only.

- b. If possible, two people per vehicle. One person to drive and one person to take notes.
- c. Utilize a predetermined list of critical facilities.
- d. Gathering this information will determine the big picture, prioritization of response, and the incidents requiring the greatest allocation of resources.
- e. The sooner the Windshield Survey is accomplished, the sooner resources can be effectively allocated.

C. CONTACTING AND EVACUATING THE PUBLIC

1. General Estimate of personnel required for evacuation:
2. Single Family Dwelling – 2 people per block
3. Small Apartment Building – 2 people per building
4. Large Apartment Building – 2 people per floor
5. Business – evaluate, based on size and population of building
6. Other forms of contact:
 - a. Public address systems
 - b. Marin Emergency Alert Notification System (MEANS)
 - c. Ross Valley Broadcast Radio (1610 AM)
 - d. Commercial Radio and Television (Emergency Alert System)
 - e. Special Needs Facilities:

Privately housed special needs people. (HIPAA does not allow the release of a list of the people who receive assistance from the county because of special needs. This list is obtainable only after a state of emergency is ordered. For information regarding special needs individuals during state of emergency, contact Marin Health and Human Services Department, Elizabeth Thompson (415) 499-3620. Their office maintains a list of the names of people that receive assistance from the county. Private individuals with special needs that do not receive public assistance are not listed anywhere.)

D. FORMS OF EVACUATION

1. Foot
2. Private vehicle
3. Most roadways can accommodate approximately 2,500 autos per hour
4. The average vehicle can accommodate 4 people; allowing 10,000 people per hour per lane that can potentially be evacuated.

VI. MUTUAL AID AVAILABLE

- A. Contact COMM Center to request Mutual Aid from the Marin County Sheriff's Office. On average, there are 75 law enforcement officers on duty in Marin County at all times.
- B. Depending on need, CHP may provide up to 8 officers from within Marin County and 24 officers from outside Marin County (San Francisco, Oakland, and Santa Rosa) to assist in mutual aid for a mass evacuation.
- C. Marin County Sheriff's Department Search and Rescue is available through a request from COMM Center. They may provide 60 on-call volunteers and have the ability to use their own radio frequencies, or county radios. They have equipment to evacuate injured or special needs individuals, and they maintain topographical and regular maps of area.
- D. Marin County Humane Society is available through a request from COMM Center. Contact Lt. Steve Hill (415) 883-4621. They have one to two officers on duty 24 hours a day. They have the ability to make emergency shelters in any location upon request, and keep a log of which animals were rescued or located, and where they were found.
- E. Marin County Sheriff's Office of Emergency Services (415) 499-5040.
- F. Golden Gate Transit. Rich Hibbs/Superintendent of Safety. Cell Phone (415) 716-8591 /Dispatch (415) 457-1212.
- G. Whistlestop/Laidlaw - In case of emergency evacuation, would be able to reroute any available bus on the road. Buses hold an average of 40 people with two wheel chair seats per bus. They would be able to provide two additional buses within the hour. Buses have programmable banner that can read "Evacuation Bus" or other titles that would be helpful.
- H. Marin County Department of Public Works

Local Resources

- A. Pavilion - limited shelter location (no cooking or shower facilities)
- B. Central Ballfield - potential staging area or tent area for the American Red Cross, Bathrooms, Snack-shack Kitchen.
- C. Manor School, White Hill School
- D. Hertz Rental
- E. Department of Public Works:
 - Backhoe
 - Dump Trucks
 - Barricades
 - Chainsaws

Fairfax Department of Public Works Resources		
Item	Available	Needed
Road Closed Signs	2	10
Do Not Enter Signs	2	10
Detour signs	0	15
Detour signs w/arrows	5	15
Barricades wooden	80	20
Barricades (other)	10	20
Other (misc.)	10	TBD
Cones	10	50

Infrastructure & Landmark Resources

- **Fairfax**

- A. Cascade

- B. Laurel Canyon

- C. Deer Park

- D. Frustuck

- E. Manor Hill

- F. Olema

- G. Glen Drive

- H. Oak Manor

- I. Marinda Oaks

- J. Taylor/Rocca

- K. Willow Avenue

- L. Scenic Road, S.A.

FAIRFAX

A. CASCADE AREA FIRE MTZ AREA – CASCADE GROUP

Main Roadways

- Bolinas Road

Secondary Roadways

None

Critical Buildings / Infrastructure

Water Tanks

- Water tank across from 650 Bolinas

Fire Roads

- Cascade Fire Road
- Pipeline Fire Road.

**B. LAUREL CANYON AREA
FIRE MTZ AREA – LAUREL CANYON GROUP**

Main Roadways

- Pine Drive
- Laurel Drive
- Cascade Drive
- Bolinas Road

Secondary Roadways

- Toyon Drive
- Woodland Road
- Oak Road
- Laurel Drive
- Cypress Drive
- Canyon Road

Critical Buildings /Infrastructure

- None

Fire Roads

- Canyon Road
- Road behind 35 Woodland to 99 Toyon

**C. DEER PARK AREA
FIRE MTZ AREA - DEER PARK GROUP**

Main Roadways

- Porteous Avenue
- Meernaa Avenue
- Forrest Avenue
- Hillside Drive

Secondary Roadways

- Creek Road
- Dominga Avenue

Critical Buildings /Infrastructure

- Fairfax-San Anselmo Children's Center, 199 Porteous Avenue
- Deer Park Villa Restaurant, 367 Bolinas Road

Water Tanks

- End of Crest Road past 106 Crest

Fire Roads

- Bridgeway Fire Road

**D. FRUSTUCK AREA
FIRE MTZ AREA – FRUSTUCK GROUP**

Main Roadways

- Frustuck Avenue
- Bolinas Road

Secondary Roadways

- Wreden Avenue
- Manzanita Avenue
- Park Road

Critical Buildings /Infrastructure

- Town Hall, Police Dept., Pavilion 142-144 Bolinas Road
- Fire Dept. 14 Park Road, Youth Center 16 Park Road, Women's Club 46 Park Road
- Apartment complexes at 200 Bolinas, 235 Bolinas
- Businesses at 150 Bolinas and 6 – 12 School Street Plaza

Fire Roads

- None

**E. MANOR HILL AREA
FIRE MTZ AREA – MANOR HILL GROUP**

Main Roadways

- Scenic Road
- Tamalpais Road
- Redwood Road

Secondary Roadways

- Bothin Road
- Iron Springs Road
- Manor Road

Critical Buildings /Infrastructure

- Assisted living apartments 80 – 84 Park Road, 3 – 5 Frustuck apts.
- Marin County Fairfax Library, 2097 Sir Francis Drake
- Bucklew House, 2401 & 2403 Sir Francis Drake

Water Tanks

- Water tank, near 39 Redwood Road

Fire Roads

- Fairfax Ridge Road
- Summit Road
- Iron Springs Fire Road
- End of Bay Road

**F. OLEMA AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- Olema Road

Secondary Roadways

- Rockridge Road
- Marin Road
- 1st block Manor Road
- Bothin to Rockridge
- Westbrae
- Monte Vista

Critical Buildings /Infrastructure

- Camp Tamarancho

Water Tanks

- Two past last gate above 600 Monte Vista

Fire Roads

None

**G. GLEN DRIVE AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- Glen Drive

Secondary Roadways

- McKenney Drive to Herrera
- Mitchell Drive

Critical Buildings /Infrastructure

- White Hill School, 101 Glen Drive
- Lefty Gomez Field
- Shadow Creek development, 2900 block Sir Francis Drake

Water Tanks

None

Fire Roads

- Glen Fire Road
- Baywood Pipeline Fire Road
- Smith Ridge Fire Road
- Other unnamed fire roads

**H. OAK MANOR AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- Oak Manor Drive

Secondary Roadways

- Gregory Drive (county)

Critical Buildings /Infrastructure

- Manor School, 150 Oak Manor Drive
- Oak Manor strip mall, 2400 block SF Drake (county)
- Christ the Victor Church and Cascade Canyon School, 2626 SF Drake
- Jehovah Witness Church and Kingdom Hall Church 2600 SF Drake
- Fairfax Community Church and Day Caring Preschool 2398 SF Drake
- Care Meridian convalescent home 2390 SF Drake
- Multiple apartment buildings 2300 – 2600 block of SF Drake

Water Tanks

- Top of Oak Manor Drive

Fire Roads

- Various unnamed fire roads

**I. MARINDA OAKS AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- San Miguel Court
- Marinda Drive

Secondary Roadways

- Archangel Court
- Vista Way
- Marinda Court

Critical Buildings /Infrastructure

- St. Rita's School, Church, and Rectory, 100 & 102 Marinda Drive
- Fairfax Veterinary Clinic (potential source of antibiotics, etc.), 2084 Sir Francis Drake Boulevard
- Multiple small businesses, mini mall 2000 block Sir Francis Drake

Fire Roads

- Unnamed fire roads

**J. TAYLOR/ROCCA AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- Claus Drive
- Rocca Drive
- Taylor Drive

Secondary Roadways

- Parker Lane
- Geary Avenue
- Sady Lane
- Claus Circle

Critical Buildings /Infrastructure

- Bell Market grocery store, 2040 Sir Francis Drake
- Bank Pharmacy, 2020 Sir Francis Drake
- Bennett House, 53 Taylor
- Fairfax Gas, 2001 SF Drake, Rino Gas, 1942 SF Drake and Alpha Gas, 1789 SF Drake
- Apartment buildings 1700 block Sir Francis Drake
- Numerous downtown businesses, restaurants, and theatre

Fire Roads

- None

**K. WILLOW AT SIR FRANCIS DRAKE
FIRE MTZ AREA – None assigned**

Main Roadways

- Willow Avenue

Secondary Roadways

- Ridgeway Avenue
- Upper Ridgeway Avenue
- Chester Avenue
- Live Oak Avenue
- Juniper Court

Critical Buildings /Infrastructure

- O'Donnell's Fairfax Nursery 1700 Sir Francis Drake Boulevard
- Pancho Villa's Restaurant 1625 Sir Francis Drake Boulevard

Fire Roads

- None

SAN ANSELMO

L. SCENIC AREA FIRE MTZ AREA – SCENIC GROUP

Main Roadways

- Center Boulevard
- Forrest Avenue

Secondary Roadways

- Francis Avenue
- Scenic Road
- Spruce Avenue
- Canyon Road
- Humbolt Avenue

Critical Buildings/ Infrastructure Resource

- Post Office 773 Center
- Apartment building 780 Center
- Fair-Anselm Plaza businesses 701 – 769 Center
- Albertson's grocery store 720 Center
- The old Marin Town and Country Club, some private residences on the historic site at 60 Pastori

Fire Roads

- None

MEANS Activation Request

- Call the Comm Center call-taker [REDACTED] and ask for a MEANS Activation. They will locate OES personnel, who will activate MEANS.
 1. The back-up contact is the Comm Center Supervisor [REDACTED]
- OES personnel will ask for the map page designation of the geographical area of the notification. The Thomas Bros. Map system is the standard used by Marin County O.E.S. Select the map page and grid to be notified, and advise OES personnel.
 1. For example, a notification for the Laurel Canyon Area would be Map Page 565, Grids G6, G7, H6, and H7.
- Advise OES personnel (OES/DO) of the announcement to be recorded and sent. Discuss the following with the OES/DO:
 1. Determine if Directional Calling is appropriate for your event, (an example of Directional Calling would be to start calls nearest a fire and call outward, in the direction of the fire, thereby notifying the residents in immediate danger, and working away from them) and employ it, if applicable;
 2. Request an Activation Summary Report and give the FAX number that report is to be sent to;
 3. If appropriate to your event, ask for certain telephone numbers you want the system to discriminate against (hostage situation, escapee, etc.);
 4. Confirm the number of calling attempts we want made. The default should be, "1";
 5. Ask how many calls are projected for the selected areas. The selected area is determined by the map Page and Grids given by you to OES personnel;
 6. Ask how long the calls are projected to take.

Items to note:

By way of the previous example, the selection of Map Page 565, Grids G6, G7, H6, and H7 will necessarily select, and eventually call, homes that are not within the area we wanted. These are acceptable overages. While the system is faster with a lesser amount of unnecessary calls made, 30 – 50 extra calls are acceptable. It would be time prohibitive to attempt to manually add individual telephone numbers.

OES personnel have the capability to "draw" the selection line nearly anywhere they want. If time is not an issue, a tighter area within Grids G6, G7, H6, and H7 can be selected and individual telephone numbers can be deleted from the call notification. This might be helpful, for example, if a hostage situation existed and your team did not want the suspect to know what the police were doing.

M.E.A.N.S. Evacuation Drill Announcement Text

This is a test. This is only a test. This is an important message from the Fairfax Police Department. We are conducting a joint drill with the Ross Valley Fire Department and the Marin County Office of Emergency Services.

The purpose of this drill is to evaluate our ability to communicate with, and assist our citizens during an emergency. This is not an emergency. This is a drill. We are testing our new telephone broadcast system, called M.E.A.N.S., for Marin Emergency Alert Notification System.





























For further information, please tune your radio to the Ross Valley's broadcast radio at 1610 AM or visit our website at www.fairfaxpd.org.

EMERGENCY BROADCAST RADIO STATION

1610 AM

Fairfax's Message Blocks	Call-Sign Message Block
31 – 40	WPKX 394

To Record and Schedule a message for broadcast:

- 
- System will answer, "Hello. Please enter your security code followed by the pound sign."
 - Press 
- System will prompt, "Main Menu, to hear command list, press 
 - Press  to Record a Message
 - Press  to Hear a Message
 - Press  to Erase a Message
 - Press  to Set Message Spacing
 - Press  to Modify the Broadcast
 - Press  to Hear the Broadcast
 - Press  to Set the Record Source
 - Press  to Play Weather Radio during Message Spacing
 - Press  to Optimize Message Space
 - Press  to Set the Calendar
 - Press  to Set the Clock
 - Press  to Schedule a Message or Message List
 - Press  to Hear a Schedule
 - Press  to Cancel All Schedules for a Specified Day
 - Press  to Create a Message List
 - Press  to Hear a Message List
 - Press  to Make a Message List the Current Broadcast
 - Press  to Erase a Message List
 - Press  to Terminate the Session and Hang Up
 - Press  to Record for a Specified Time
 - Press  to Control the Transmitter
 - Press  to Set the Security Code
 - Press  to Reset the System
- To Go On the Air Live, Press 
 - After Pressing  the system will respond with:

To go on the air live, press 1#.

To return to the Main Menu press #

To go on the air live press [redacted] followed by the pound sign. After [redacted] you will hear a beep. This beep indicates that you are now broadcasting live. While broadcasting live any DTMF tones can be entered except the pound [redacted]. To terminate the live broadcast, press #. If the pound (#) key is pressed the system will respond:

'Main Menu, to hear the command list, press [redacted]

- To Record a Message, press [redacted]

- After pressing [redacted] the system will respond with:

"Record time available is xxxx seconds."

Provides the total record time available in seconds. This number will vary depending upon the number of messages previously recorded.

"Record source is mic/line/telephone/handset."

The system will define which source is being utilized to input the message. Refer to para G (To set the record source).

"To record a message, enter the message number followed by the pound sign."

Enter the message number [redacted] followed by the pound (#) sign. Listen for, *"Begin recording at the beep."* (pause) beep, and record the message. When recording is complete, press [#] The system will respond with:

"Message x, record complete."

"To return to the Main "Menu, press #."

- To Hear a Message, press [redacted]

- After pressing [redacted] the system will respond with:

"To hear a message, enter the message number followed by the pound sign."

Enter the message number followed by the pound (#) sign. The system will respond with: *"Message x."* The selected message will then be played.

If a valid message number is entered, the message (if any) is played followed by a single beep. If there is no message recorded under a valid number, a single beep is played. The system will respond with: *"Main Menu, to hear the command list, press [redacted]"*

If a valid message number is entered, but that message is not on the current schedule, the system will respond with: "Message x." beep "Main Menu, to hear the command list, press [REDACTED]"

"To hear all messages, press [REDACTED]"

Press [REDACTED] for each message greater than 0 in length, the number is announced and the message is played. Messages are played in ascending numerical order. This continues until all messages have been played. At the end of all messages, a single beep is played.

"To return to the Main Menu, press [REDACTED]"

- To Erase Messages, press [REDACTED]
 - After pressing [REDACTED], the system will respond with:

To erase a message, enter the message number followed by the pound sign."
If a valid message number is entered, the system will respond with: "Please wait (pause) beep Message x, erase complete." "Main Menu, to hear the command list, press [REDACTED]"

To erase all messages, press [REDACTED]"

Press [REDACTED] may only be entered as a valid command, when it is the first valid command following [REDACTED] otherwise, it is treated as an invalid message number. In other words, the user cannot decide to erase all messages after deleting selected individual messages.

To return to the Main Menu, press #.
Press [#]

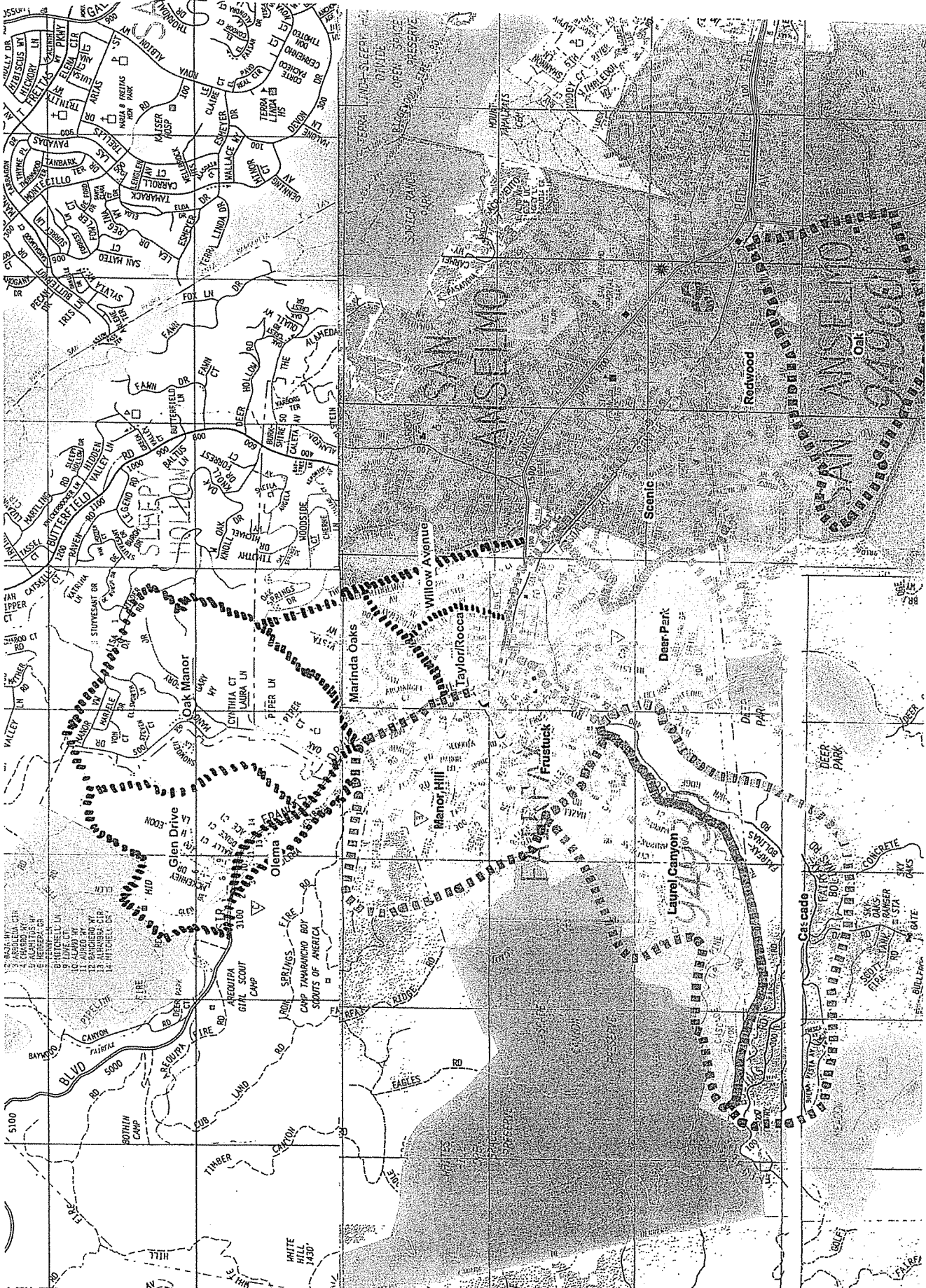
Radio Broadcast Sample Radio Text

TOWN OF FAIRFAX COMMUNITY EVACUATION TEST

On Day, Month ## at 9:00 a.m., members of the Fairfax Police Department and the Ross Valley Fire Department will conduct the first of several exercises that will eventually guide Fairfax's Disaster Preparedness Response Plan. The purpose of this particular test, which will be in the Laurel Canyon Area, is to evaluate communications systems, procedures and protocols.

Residents will be notified via the Marin Emergency Alert Notification System (MEANS), recently implemented for emergency use by the Town of Fairfax. You will receive a prerecorded message, via telephone, with instructions and information regarding the purpose of the test. If you have special needs, are elderly, or infirmed, please call the Fairfax Police Department at 453-5330 with information about your special needs. This information will assist public safety officials who are conducting evacuations, should the need arise.

We will also conduct a separate real-time exercise designed to ascertain potential problems during a real evacuation. There will be no evacuation at this time. This exercise will only be performed by Fairfax Police Department officers, who will canvas the Laurel Canyon Area. They will attempt contact at each known door in the area. Officers will leave a Press Release for this exercise with each citizen contacted, or on the front door of those residences where personal contact was not made. If contact was not made at your address, please contact us so we can put you on our list of addresses in the Laurel Canyon area. Please feel free to call us at 453-5330, or, if you have Internet access, email us at fairfaxpd@fairfaxpd.org.





Fairfax Police Department

144 Bolinas Road, Fairfax CA 94930

415.453.5330/ Fax 415.457.8769

www.fairfaxpd.org

Disaster Preparedness – EVACUATION

An order to evacuate could come at any moment. By *planning ahead* individuals can evacuate quickly, calmly and safely without sacrificing important documents or family mementos. Knowing in advance what you should do, what you should take, and where you should go can mean the difference between a smooth evacuation or panic or worse. Your goal should be to spend as little time as possible collecting possessions following an evacuation order.

Alerts, Warnings and orders

Depending on the nature and location of the disaster/emergency, there may be a sufficient amount of time for Law Enforcement to alert residents of the need to prepare to evacuate. However, this may not always be the case, such as an emergency involving wildland fire and strong winds. Advance preparation is important.

Evacuation orders will be accomplished primarily with the use of loudspeakers, door-to-door contacts, radio alerts, and automated phone calls from the Telephone Emergency Notification System or TENS. A TENS call would inform answerers of the need to prepare to evacuate, or to actually evacuate. You may hear the emergency siren. A continuous wailing of an emergency sirens does NOT mean that you should evacuate. It DOES mean that you should be PREPARED to evacuate. Immediately tune your radio to KCBS 740 AM, KGO 810 AM, WPKX 1610 AM, or public television to listen for instructions.

The goal will be to safely move the affected population AWAY from the disaster site or danger zone to designated emergency shelter locations until the disaster is under control and it is safe to return.

As the emergency unfolds, the Town Public Information Officer in conjunction with the American Red Cross will prepare and issue a statement to the local media and Emergency Broadcast System, providing precise information about the location of the disaster, evacuation routes, and temporary shelters.

Pre-Planning for Evacuation

To be prepared for an evacuation, do the following things NOW:

- **Build a Disaster Supplies Kit (or Evacuation Supplies Kit) that can be taken with you easily and quickly.** Most of these things you have around the house, but in an evacuation emergency you *will not have time* to run around gathering them.
- Store this outside, in a protected yet easily accessible location. Basic items include:
 - Prescription Medicines and basic first aid supplies
 - Money (Cash, Credit or ATM cards, Checkbook)
 - Financial Records and key Documents.. An Account Summary Sheet listing your account numbers and institutions for insurance, medical, banking and investment accounts. Many original documents (birth records, marriage certificates, etc.) should be kept in a safe deposit box away from your house
 - A copy of your written Family Disaster Plan

- A copy of a written, *prioritized* “Grab List” of *irreplaceable* possessions that you will take if you have time (note the item and where it is located in your house to save time)
- Safe deposit keys, computer backup media, personal phone lists
- Basic Personal Hygiene items for all family members (washing, shaving, dental, eye-care, sanitary)
- Extra eye glasses
- Special items for Infants, Elderly or Disabled family members
- Flashlight, Battery Operated Radio and extra batteries
- Safety goggles, cotton gloves and a hand towel for each family member (to protect against smoke and heat in the case of a large fire)
- One change of clothes for all family members
- One blanket or sleeping bag per person
- Pet leash and/or carrying box and small amount of pet food
- Extra Cell phone charger

Note: It is a good idea to have a larger Disaster Supplies Kit than described above which would include food and water in case you find yourself in a “shelter in place” disaster (severe winter storm, earthquake...) However, the Evacuation Kit subset of your larger Disaster Supplies Kit should be compact (kept in a medium sized duffle bag or backpack) and quickly accessible.

- **Create a Family Disaster Plan** and review it yearly with all members of your family. This plan should be simple, *written*, and include:
 - A quick and short EVACUATION ACTION CHECKLIST (see following page)
 - Two locations to meet – one immediately outside your home in case of a sudden emergency like a house fire, and one outside of your neighborhood if you can’t return home.
 - An out-of-state family member or friend to be your “family contact.” All family members should try to call this person after a disaster to tell them where they are. Everyone must know this contact’s phone number (keep it on a slip of paper in your purse or wallet.)
 - A plan for animal care if you have pets. Animals may not be allowed inside of emergency shelters due to health regards. The Marin County Humane Society will *try* to assist, but this may not be feasible in some cases.
 - An understanding of the 2-3 most direct routes out of your section of town.
 - An understanding of any steps, lanes or paths that might shorten your route if forced to flee on foot.
 - An understanding of the evacuation procedures of your child’s school. If you have children in school in an affected area, do not try to pick them up, as the school will have their own evacuation procedures, and it will include a special pickup process.

Evacuation Directions

When an Evacuation Order is given, Public Safety officers will direct residents away from the disaster to the nearest shelter facility via the safest route. Given Fairfax’s dense hillside neighborhoods and narrow streets, it is a safe assumption that hilltop and canyon residents will be directed down one or more (if accessible) streets to Bolinas Road or Sir Francis Drake Boulevard. In some cases, however, residents may be directed UP and OVER hills to safer routes out. Heed their directions.

- Depending on the scope of the disaster, Police may choose to designate ALL lanes of certain roads to ONE WAY traffic.
- If confronted by approaching emergency vehicles, get off the road and out of the way.
- You may have to leave your car and evacuate on foot – if so, do not leave your car where it will block the road or hinder emergency vehicles. Stay on the roads unless there is a KNOWN shortcut via Fairfax’s system of steps, lanes and paths that will get you out of harm’s way more quickly.



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EVACUATION ACTION CHECK LIST

(STORE THIS WHERE YOU CAN FIND IT QUICKLY)

WHAT TO DO

Evacuate IMMEDIATELY if told to do so.

Any delay could risk your life.

If told to PREPARE to evacuate:

- Listen to your battery-powered radio** and follow the instructions of local emergency officials
- Alert your neighbors** to the danger, especially if they are seniors, disabled, or children who may be home alone
- Move your car** off of the street if you can so that you do not block emergency vehicles. Park your car in your driveway with the front facing the street
- Get dressed** in cotton or wool long pants, long sleeved shirt, and sturdy shoes. A cotton hooded sweatshirt is a good idea in a fire evacuation
- Assemble your irreplaceable possessions** (photo albums, original art, digital photo backup media, etc.) use your "Grab List"
- Retrieve your Disaster/Evacuation Supply Kit**
- Confine your pets**

If told to EVACUATE:

... and you are sure you have time:

- Close *metal* blinds
- Close all interior doors
- Remove curtains and drapes. Move flammable items to the middle of the room
- Shut off gas and electricity before leaving, if instructed to do so
- Connect garden hoses to obvious outside spigots
- Set a ladder against the house in a visible place
- Post a note telling others when you left and where you are going

...otherwise:

Lock the house and GO!