# Park City Evacuation Plan

Decision Guide

In determining whether a large-scale evacuation is appropriate, the following conditions should be met:

- A hazard poses a significant threat, meeting pre-established levels of concern to life and health
- Mitigation of the hazard is insufficient to reduce the risk to life and health
- No other protective action is applicable

NOTE: To the extent that circumstances and public safety allow, evacuations should be limited in scope and scale to the extent possible, due to the inherent hazards, safety considerations, and logistical challenges involved in a mass evacuation. Routes to safety should likewise be planned to minimize the distance that must be traveled by evacuees.

The following decision flowchart is provided as a potential resource in planning evacuation and re-entry.
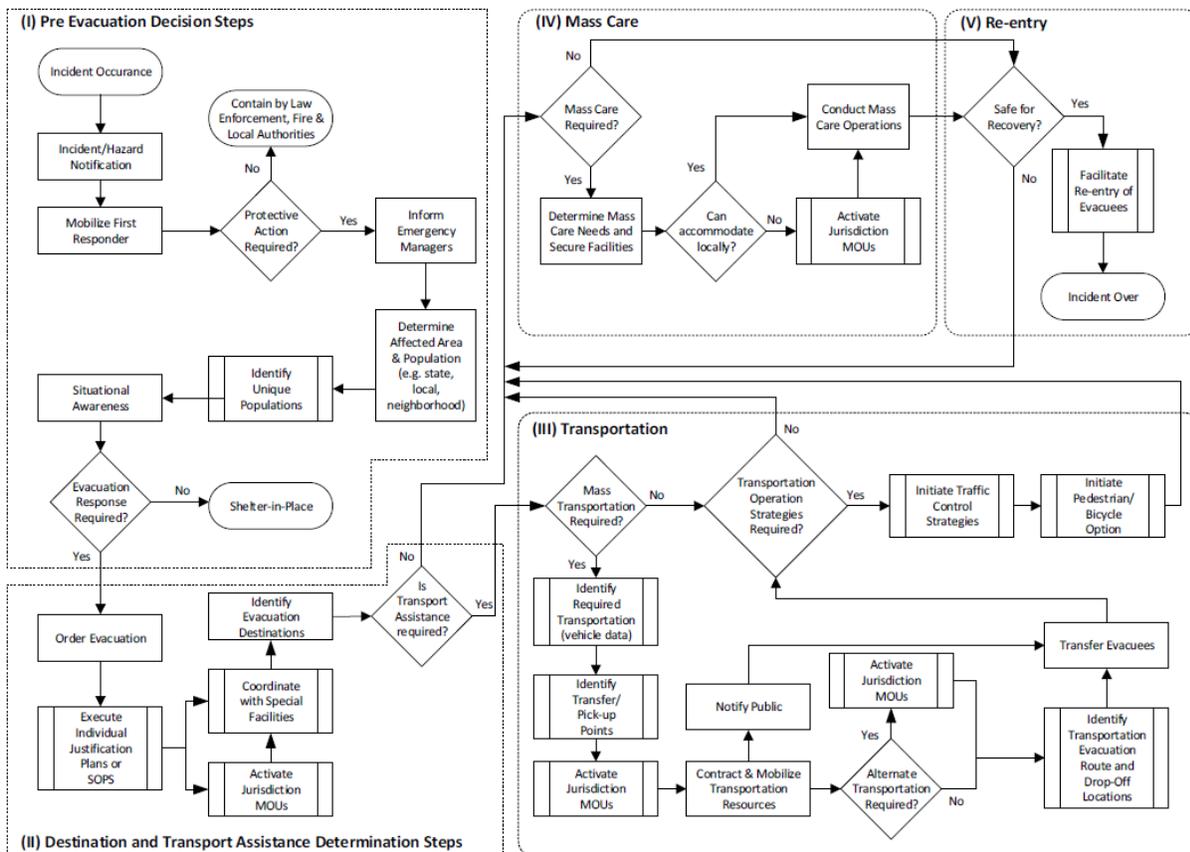
Emergency Support Functions (ESFs) Involved in Evacuation:

- ESF #1: Transportation
- ESF #2: Communications
- ESF #3: Public Works and Engineering
- ESF #4: Firefighting
- ESF #5: Information and Planning
- ESF #6: Mass Care, Emergency Housing
- ESF #7: Logistics
- ESF #8: Public Health and Medical Services
- ESF #9: Search and Rescue
- ESF #13: Public Safety and Security
- ESF #14: Cross-Sector Business and Infrastructure
- ESF #15: External Affairs

Park City Municipal Corporation's Comprehensive Emergency Management Plan, Chapter 4 (Incident Response and Management), as well as Appendices L and Q, contain detailed information on designated emergency support functions, typical roles, and standard operating procedures during an incident.

Stage 1: Evacuation Alert

The purpose of an Evacuation Alert is to inform the community of a potential or current threat which could lead to an Evacuation Order. In advanced-notice warning situations, an alert allows a potentially threatened population to begin preparations to evacuate, and should be structured to provide timely and accurate information.

Unless already activated, the Emergency Operations Center should be established and coordination between emergency support functions should begin at this point.

- When circumstances allow for issuance of an Evacuation Alert, designated officials will notify individuals in threatened areas through various communication channels of the potential need to evacuate. Common City channels include the City's website and social media accounts, local radio and television stations, Highway Advisory Radio, UDOT VMS signs, City-owned VMS signs, and the Emergency Mass Notification System.
- Information will be provided regarding the nature of the hazard and any suggested protective action recommendations.
- Situation updates on potentially hazardous conditions will be provided on an ongoing basis.

An Evacuation Alert should contain the following:

- The issuing authority
- The reason for the Alert including hazard description
- Duration of the evacuation
- The areas impacted, with as much detail as possible - also known as the Emergency Zone
- Recommended evacuation routes and identification of closed routes
- Location of reception centers/shelters
- What personal belongings to prepare and take (limitations if applicable)
- Where to get additional information

Depending on the nature of the hazard, an Evacuation Order may be issued without a prior Evacuation Alert.

- **Evacuation Zones:** Park City has identified eight separate zones within its jurisdiction for notification. Two or more impacted zones may be included as an Emergency Zone and notified for evacuation depending on the location and circumstances of the threat. Consideration should be given to timing and distance required to be traveled in order for those populations to reach safety. These zones and their likely demographics, as well as estimated trail use volume and special event attendance estimates, are detailed in Appendix A.
- **Access & Reentry Levels:** To aid in determining appropriate access needs to threatened areas during various phases of the emergency, the following tiered access levels (AL) are established for emergency response, recovery, and return phases. These non-binding recommendations may be adjusted as necessary by Incident Command:

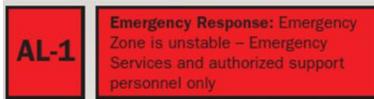| AL-1	**Emergency Response:** Emergency Zone is unstable – Emergency Services and authorized support personnel only
AL-2	**Response Support:** Emergency Zone being stabilized – Key Resources for relief, assessment, stabilization
AL-3	**Recovery Support:** Emergency Zone is stable – Support for restoration of community lifelines and essential services
AL-4	**General Return:** Area stable for temporary access or general re-entry by the public

NOTE: Access levels will be determined by circumstances and threat to public safety, and may need to be adjusted by Incident/Unified Command.

More details regarding Department of Homeland Security's Crisis Event Response and Recovery Access (CERRA) Framework can be found in Appendix D.

ACCESS LEVEL	SITUATION	ACCESS CONSIDERATIONS
Emergency Response **AL-1** RED	**Timeframe** Before, during, and immediately after emergency **Emergency Zone** Area considered potentially hazardous or unstable **Authorized Access** Local first responders, emergency services, and other approved emergency support personnel after visual inspection of approved forms of ID and/or access tokens	• Specific or additional access restrictions required (e.g., AL-1 [HAZMAT]) • Critical infrastructure-related personnel may require access (e.g., utility crews, public works personnel, hospital staff, etc.) • Status of Evacuation (pending, ordered, or underway) • Establishment of Inner or Outer Perimeter Checkpoints
Response Support **AL-2** YELLOW	**Timeframe** During and after emergency **Emergency Zone** Area being stabilized; potential hazardous conditions may still exist **Authorized Access** AL-1 support and relief assets; essential personnel to assess, protect, or initiate recovery of critical services and facilities (e.g., hospitals, utilities, critical infrastructure facilities, transportation hubs, etc.) after visual inspection of approved forms of ID and/or access tokens	• Priority to response resources needed to protect or restore essential community lifeline functions • Safety of response personnel • Hazards within designated restricted areas • Status of Evacuation (pending, ordered, or underway) • Access token required for non-marked or personal vehicles • Location of mustering points and staging areas • Coordination with checkpoint personnel
Recovery Support **AL-3** GREEN	**Timeframe** After emergency **Emergency Zone** Area stabilized for re-entry of repair/recovery personnel; potential hazardous areas may still exist **Authorized Access** Assets that may assist with recovery efforts—not general population (e.g., retail businesses, banking and insurance providers, VOADs, etc.) after visual inspection of approved forms of ID and/or access tokens	• Priority to resources required for reestablishing essential services • Safety of response and recovery personnel • Spot Checks within restricted areas • Access tokens required for non-marked or personal vehicles • Location of mustering points and staging areas • Coordination with checkpoint personnel
General Return **AL-4** BLUE	**Timeframe** After emergency **Emergency Zone** Area stable for temporary access or general re-entry by the public; basic lifeline services restored or restoration in process **Authorized Access** Area open to the public; access tokens not required; all or majority of checkpoints removed	• Sufficient infrastructure to support re-entry (e.g., functioning utilities, emergency services restored, etc.) • Any areas approved for temporary access, but not re-occupancy • Any Jurisdictional curfew restrictions • Any remaining hazards, response efforts, or designated restricted areas • Any Checkpoints being maintained • Any areas that should require photo ID and proof of residence or company affiliation

Stage 2: Evacuation Order

AL-1 Emergency Response: Emergency Zone is unstable – Emergency Services and authorized support personnel only
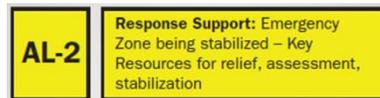
When an evacuation order is issued for an Emergency Zone, the impacted population should leave the area immediately. An evacuation order will provide the same information as the Evacuation Alert but should also include whether the order is mandatory or voluntary.

> *NOTE: Law enforcement authorities will notify remaining individuals of the issuance of a mandatory evacuation order, but will not expend resources or jeopardize safety to forcibly evacuate someone determined to remain. They will conduct an in-person notification (recorded if possible) of the individual regarding the mandatory order, the individual's requirement to comply, and that if the individual chooses to remain, that no resources will be expended to attempt a rescue in that area until after the danger has passed.*

- **Sweep:** After an evacuation order has been issued, plans should be put in place to conduct a sweep of the evacuation area to ensure that all those at risk are aware of the need to evacuate.
- **Control access:** After an area is cleared of inhabitants, access routes to the area will need to be controlled to prevent unauthorized early re-entry.

Stage 3: Damage Assessment

AL-2 Response Support: Emergency Zone being stabilized – Key Resources for relief, assessment, stabilization

Accurate damage assessment information must be obtained by Park City at the earliest possible time in order to:

- Evaluate the impact on the population and socioeconomic system of Park City and its ability to respond and recover.
- Assist the Governor with determining local and State level of contribution to the recovery effort.
- Allow the State Coordination Officer and the Federal Emergency Management Agency Regional Director to determine the kinds and quantities of disaster assistance to be provided by the State and Federal government, if appropriate.
- Document the need for supplementary Federal assistance under a Presidential 'Emergency' or 'Major Disaster' Declaration.
- Notify insurers of damaged/destroyed property.

During the damage assessment phase, access to the affected area to should be restricted to agencies and other private service providers with roles that assist with assessing damages. All damages are to be documented; initially, resources should be dedicated to providing detailed damage assessments and safety planning in the following areas:

- Structures – Structures should be assessed by comprised of Building, Planning, and Engineering personnel for safe access and be documented as either residential or commercial.
- Water and Wastewater Services – All water and wastewater services should be inspected in accordance with industry standards for damage and connectivity to structures. All source water intakes, water treatment plants, reservoirs, water distribution lines, sanitary lines, waste water treatment plants, as well as storm water collection and outfall must all be inspected, repaired and certified to safe conditions.

- The availability of water and whether it is potable must be known and shared to service providers entering the area during this stage.
- Air Quality Conditions – information about outdoor air quality, particularly when a fire may still be present in the region, may be provided by the State Division of Environmental Quality or by Fire, Forestry, and State Lands. Smoke and other contaminants (e.g., oil and gas release) that may have impacted or caused a poor or hazardous outdoor air quality condition may also penetrate into buildings through active or passive intrusion. Service providers returning to buildings which may have been subjected to poor air quality events should enter buildings with caution or consider having them pre-inspected before re-entry depending on the reason for evacuation.
- Gas and Electric – All gas and electric lines and facilities should be inspected by response utilities service providers and status established. Service must be restored prior to re-entry.
- Access Routes – A hazard assessment of all transportation modes and associated infrastructure must be completed.
- Telecommunications – Voice and data lines, towers and stations should be restored
- Accommodation/Food – Consideration should also be given to the availability of accommodation and food for contractors if required.
- Debris Management – Consideration of where and how debris (solid or liquid) will be stored, transported and disposed of. Secondary hazards (i.e., intrusion of wildfire, infectious disease, and proliferation of rodents, flies or other insects) are more likely if wastes are not considered and controlled early in planning.

For more information, refer to Chapter 5 of the Park City Municipal Corporation Comprehensive Emergency Management Plan (CEMP).

Stage 4: Re-Entry Planning

AL-2 **Response Support:** Emergency Zone being stabilized – Key Resources for relief, assessment, stabilization

AL-3 **Recovery Support:** Emergency Zone is stable – Support for restoration of community lifelines and essential services

The following types of re-entry should be considered under the circumstances:

- Restricted Entry – enforced through credentialing and placards identifying needs and roles of entrants. Note that in addition to credentialing, this requires enforcement and patrol.
- 'Look and Leave' policy – property owners allowed to review damage and enter for limited amounts of time and leave if utilities or other basic services not functioning.
- Unrestricted general re-entry.

Stage 5: Rescind Evacuation Order

AL-3 **Recovery Support:** Emergency Zone is stable – Support for restoration of community lifelines and essential services

AL-4 **General Return:** Area stable for temporary access or general re-entry by the public

Once the Incident Commander or Unified Command determine that circumstances allow safe and orderly re-entry to the area, as discussed below, the Evacuation Order should be rescinded.

NOTE: Substantial friction is likely to occur between the evacuees' desire to return to their homes as soon as possible and the need to delay return until the evacuated area is declared safe and can support the returning population.

A rescinded Evacuation Order should include

- The issuing authority
- The description of the areas with as much detail as possible
- Specific timings for return
- Details if phased return is applicable
- Recommended routes and identification of closed routes
- Where to get additional information

Multiple dissemination methods shall be utilized to capture as wide an audience as possible.

Evacuation related forms found in Appendix B:
- Evacuation Alert Template
- Evacuation Order Template
- Sample Evacuation Instructions
- Rescinded Evacuation Order Template

Stage 6: Community Re-Entry

AL-4 | General Return: Area stable for temporary access or general re-entry by the public
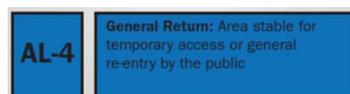
During community reentry, considerations should be given to the size and demographics of the evacuated population. With larger scale re-entry plans, a best practice may be to establish Welcome Centers. Welcome Centers can also act as a centralized facility for Non-Government Organizations and faith-based communities to provide assistance.

Information available at the Welcome Center should include:

- Status of water systems, including quantity and safety of drinking water, ability to use wastewater and storm water systems, the location and access to waste disposal services.
- Clean up procedures and resources available to assist
- Clean-up Kits could be made available for individuals or businesses returning to their properties.
- Psychosocial assistance that is available
- Health and Safety advice
- Insurance advice
- Communications access (voice, data, internet)
- Returning to your home guide, provided by service providers or industry
- Where to get updates on weather, air quality or flood/forecast information (if applicable)
- It is important to note that not everyone will visit a Welcome Center; therefore, it is key to ensure that all available information is duplicated on as many communication methods as available (e.g., websites, social media, radio, printed literature and door hangers)

Worksheets and considerations for re-entry can be found in Appendix C.

Park City Evacuation Zones
& Likely Demographics

Round Valley:
- Trail patrons (may require transport)
- Dogs, bikes

Prospector / Quinns:
- Schools
- Residents
- Patients
- Visitors
- Trail and playing field patrons
- Work staff (Peace House, IHC, clinics, NAC, Ice Arena, et al.)

Iron Horse / Aerie:
- Residents
- Visitors
- Work staff (+ Arts District)
- Hikers/bikers, dogs

Solamere:
- Residents
- Visitors (short-term rentals)
- Hikers/bikers, dogs

Deer Valley / Empire:
- Residents
- Visitors (short-term rentals)
- Resort patrons (will require transport)
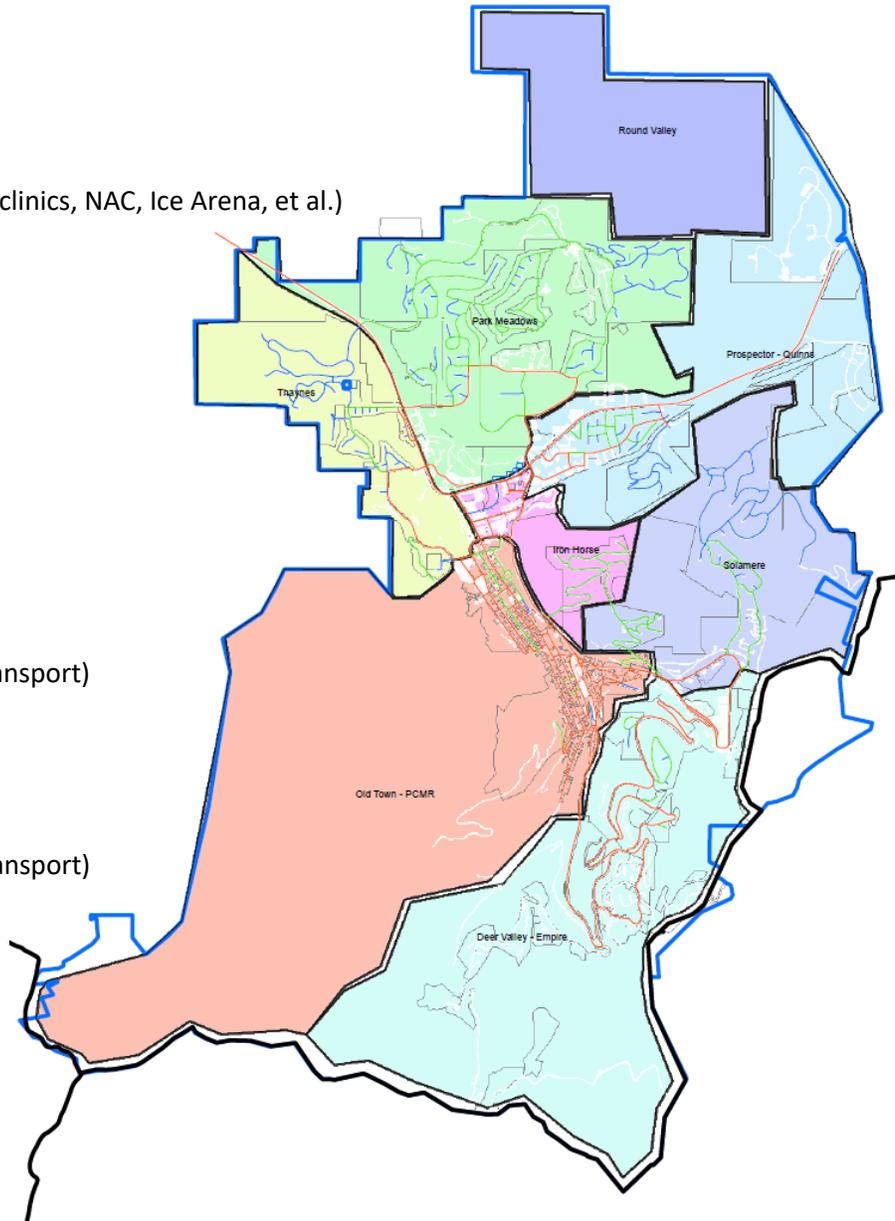- Work staff

Old Town / PCMR:
- Residents
- Visitors (short-term rentals)
- Resort patrons (will require transport)
- Work staff
- Senior Center

Thaynes:
- Residents
- Visitors
- Trail/golf course patrons
- Hikers/bikers, dogs

Park Meadows:
- Residents
- Visitors (short-term rentals)
- MARC patrons

NOTE 1: Construction crews and vehicles likely in all residential areas.
NOTE 2: The City-owned Bonanza Flats parcel (not shown) is located within Wasatch County, which will require coordination of notifications for that area.

Appendix A

Estimated Event Attendee Levels (Pre-COVID)

Event (duration)	Estimated attendance	Primary Zone(s)
Sundance (10 days)	50,000-75,000 / day	Old Town - PCMR / Iron Horse / Park Meadows / Prospector - Quinn's
Peak Ski Day	30,000-35,000 / resort	Deer Valley / Old Town / PCMR
Park Silly Sunday Market	10,000	Old Town / PCMR
Independence Day	15,000-30,000	Old Town / PCMR / Iron Horse
Arts Fest (3 days)	15,000-20,000/day	Old Town / PCMR
Tour of Utah	10,000-15,000	Old Town / PCMR
Autumn Aloft (2 days)	10,000/day	Prospector / Quinn's
Miner's Day	15,000	Old Town / PCMR / Iron Horse
Halloween	7,500-10,000	Old Town / PCMR
World Cup	6-8,000	Deer Valley / Empire
Deer Valley Concert Series	5,000	Deer Valley / Empire

Estimated Summer Trail Users - 2020 Data

Summer Trail Count Totals:

TOTAL NUMBER OF COUNTED USERS: 196,067

Bloods Lake Trail VEH

Week:	Counts
6/29/2020	3,926
7/6/2020	3,634
7/13/2020	3,762
7/20/2020	8,484
7/27/2020	9,520
8/3/2020	5,227
8/10/2020	3,517
8/19/2020	2,485
Totals:	40,555

9K trail

Week	Counts
7/6/2020	959
7/13/2020	953
7/20/2020	553
Totals:	2,465

Bloods Lake trail (people)

Week	Counts
7/13/2020	10,417
7/20/2020	10,202
7/27/2020	7,599
8/3/2020	8,329
8/10/2020	9,900
8/19/2020	9,256
8/26/2020	4,459
Totals:	60,162

Highland Trailhead (South)

Week	Counts
6/8/2020	2,680
6/15/2020	2,564
6/22/2020	2,818
Totals:	8,062

Bonanza flat trail

Week	Counts
7/6/2020	820
7/13/2020	427
7/20/2020	1,624
7/27/2020	1,312
8/3/2020	1309
Totals:	5,492

Armstrong

Week	Counts
6/22/2020	2,629
6/29/2020	2,101
7/6/2020	2,328
8/3/2020	1,166
8/10/2020	1,013
8/19/2020	595
8/26/2020	494
Totals:	10,325

Guardsman TH

Week	Counts
7/20/2020	3,098
7/27/2020	3,090
8/3/2020	3,458
Totals:	9,646

Porcuclimb (Bike Counter)

Week	Counts
6/1/2020	2102
6/8/2020	2,661
6/15/2020	2,523
6/22/2020	4,004
Totals:	11,290

Mid Mountain (Guardsman)

Week	Counts
7/6/2020	1,476
7/13/2020	1,085
7/20/2020	770
8/3/2020	5579
8/10/2020	1120
Totals:	10,030

Jennys

Week	Counts
7/6/2020	10,133
8/10/2020	3,932
8/17/2020	1,194
Totals:	15,259

Spiro

Week	Counts
6/22/2020	2,097
6/29/2020	2,373
7/6/2020	2,009
7/20/2020	728
7/27/2020	496
8/3/2020	270
Totals:	7,973

Daly's Trailhead

Week	Counts
6/22/2020	4,680
6/29/2020	2,014
7/6/2020	1,582
7/27/2020	1,106
8/3/2020	2,891
Totals:	12,273

Daly's Overlook

Week	Counts
6/22/2020	140
6/29/2020	119
Totals:	259

Lil Joe

Week	Counts
8/10/2020	65
8/17/2020	129
8/24/2020	63
Totals:	257

Summary by Month

Year	Site	Jun	Jul	Aug
2020	9K trail			2,465
2020	Armstrong	4,730	3,494	2,102
2020	Bloods Lake Trail	7,560	25,400	11,229
2020	Bloods Lake trail (people)		28,218	31,944
2020	bonanza flat trail		4,183	1309
2020	Daly's Overlook	259		
2020	Daly's Trailhead	6,694	2,688	2891
2020	Guardsman TH		6,188	3458
2020	Highland Trailhead (South)	8,062		
2020	Jenny's			15259
2020	Lil Joe			257
2020	Mid Mountain (Guardsman)		3331	6699
2020	Porcuclimb (Bike Counter)	11290		
2020	Spiro	4,470	3,233	203

Appendix A

Evacuation Alert Template

An Evacuation Alert has been issued by Park City Municipal Corporation.

(Briefly describe the event and potential risk)

Because of the potential danger to life and health, Park City Municipal Corporation has issued an Evacuation Alert for the following areas:

> • Geographic description including boundaries and properties potentially impacted.

An Evacuation Alert has been issued to prepare you to evacuate your premises or property should it be found necessary. Residents will be given as much advance notice as possible prior to evacuation; however you may receive limited notice due to changing conditions.

• Provide map or description of potential evacuation route and map of evacuation alert area.

WHAT YOU SHOULD DO WHEN AN ALERT IS IN EFFECT:

Upon notification of an ALERT, you should prepare for an evacuation order by:

- Determining the location of all family members and/or coworkers and establishing a planned meeting place should an evacuation be called while separated. Determine an out-of-area contact to be used for family reunification and to pass messages between impacted family members.
- Gathering essential items such as medications, eyeglasses, valuable papers (i.e. insurance), immediate care needs for dependents and, if you choose, keepsakes (photographs, etc.). Have these items readily available for quick departure.
- Preparing to move any disabled persons and/or children.
- Moving pets and livestock to a safe area.
- Arranging to transport your household members or co-workers in the event of an evacuation order. If you need transportation assistance from the area, please call (contact number).
- Arranging accommodation for your family if possible. In the event of an evacuation, a Reception Center will be opened if required.
- Monitoring news sources for information on evacuation orders and locations of Reception Centers. Further information will be issued at (insert time or meeting location) or should the situation change (or visit the Park City Municipal Corporation website at www.parkcity.org).

For more information contact: (Local Authority Contact- Potentially Call Center).

(Signature of Police Chief or Designate, Mayor or Designate), Park City Municipal Corporation

INDICATE WHETHER PETS MAY BE BROUGHT TO THE RECEPTION CENTER(S). BRING BLANKETS, SLEEPING BAGS AND SPECIAL NEEDS ITEMS, IF POSSIBLE.

Evacuation Order Template

(DATE AND TIME) Pursuant to the DECLARATION OF LOCAL EMERGENCY, a Mandatory Evacuation Order has been issued by Park City Municipal Corporation due to immediate danger to life safety due to (briefly describe event).

Park City Police Department and other applicable agencies) will be expediting this action.

The Evacuation Order is in effect for the following areas:

• Geographic description including boundaries and properties impacted.
• Include map of evacuation area and evacuation route.

WHAT YOU SHOULD DO:

- Leave the area immediately!
- Follow the travel route provided.
- Don't take shortcuts. A shortcut could take you to a blocked or dangerous area.
- If you need transportation assistance from the area, please call (contact number).
- Close all windows and doors.
- Shut off all gas and electrical appliances, other than refrigerators and freezers.
- Gather your family, take a neighbor or someone who needs help.
- Wear clothes and shoes appropriate to the conditions.
- Take critical items (medicine, purse, wallet, and keys) only if they are immediately available.
- Take pets in pet kennels or on leash.
- Do not use more vehicles than required.
- Do not use the telephone unless you need emergency service.

YOU MUST LEAVE THE AREA IMMEDIATELY! For more information contact: (Local Authority Contact).

(Signature of Police Chief or Designate, Mayor or Designate), Park City Municipal Corporation

Sample Evacuation Instructions

1. Above all – REMAIN CALM
2. Gather your family, take a neighbor or someone who needs help.
3. **Evacuation Alert**: Assemble essential items (diapers, baby food, clothes, medical, eyeglasses, and money). Be ready to leave at a moment's notice.
4. **Evacuation Order**: Take critical items (medicine, purse, wallet, and keys) only if they are immediately available. Take pets in pet kennels or on leash.

NOTE: Reception Centers generally do not allow pets (with the exception of service animals). A separate location may be available to lodge your pet for a short period of time.

5. Turn off appliances (stove, lights, and heaters).
6. Do not use more vehicles than you require.
7. Do not use the telephone unless you need emergency service.
8. Go immediately a location outside the evacuation area, or to the Reception Center located at: _____.
9. Regardless of whether you require support, contact the American Red Cross as soon as possible to ensure you are registered as an evacuee. This will help ensure that your safety can be verified with family and friends outside the area.
10. Emergency Response Workers will be stationed at intersections along the way to direct you.
11. If you need transportation, call: _____or _____.
12. Children attending Park City School District will be evacuated according to the school's established evacuation plan
    • Do not drive to your child's school. Pick your child up from the authorities at the evacuation location identified by the District.
    • Keep the windows and vents in the car closed.
    • Other: _____.

Rescinded Evacuation Order Template

(DATE AND TIME) The Evacuation Order, pursuant to the declaration of a STATE OF LOCAL EMERGENCY issued (date and time) to the area(s) (geographic locations(s)) is rescinded.

(Indicate if Evacuation Alert is in place).

An Evacuation Order may need to be reissued: however if that is deemed necessary the process will re-commence.

For more information contact: (Local Authority Contact).

(Signature of Police Chief or Designate, Mayor or Designate), Park City Municipal Corporation

Re-entry Guide

Damage Assessment	Point of Contact and telephone #/email	Additional Information
Structural assessments		
Assessment of Hazardous Material		
Gas Utilities Electric Utilities Water Utilities Sewage / Wastewater		
Access to all transportation modes		
Cellular/landline communications infrastructure		
Air Quality Condition		
Communications Plan		
Control of entry identified		
Storm water management systems		
Means by which access is authorized into restricted areas		

Restoration of Services

Service	Point of Contact and telephone #/email	Additional Information
Health Services		
Emergency Services		
Gas Utilities Electric Utilities Water Utilities Sewage / Wastewater		
Public Health Inspectors		
Critical Retail		
Banking		
Communications Plan		
Control of entry identified		
Storm water management systems		
Means by which access is authorized into restricted areas.		

Community Re-entry

Service	Point of Contact and telephone #/email	Additional Information
Welcome Center Established		
Information Packs Available		
Key NGOs Available		
Information on condition of homes available		
Insurance Information/personnel available		
Available Communications (computer, internet)		
Faith Communities available		
Mental Health Services Available		
Obtain returning home information sheets from department/industry (AHS, Fortis) including what to do checklists		
Information on weather, air or water conditions as applicable		
Survey 1-2-3 app accessible by QR code for surveying homes and businesses by owner		

Suggested Contents for "Clean-up Kit"

- 5-Gallon Bucket
- Mop
- Long handled broom
- Hand brush
- Cleaning fluid/detergent
- Sponges
- Heavy duty garbage bags
- Disposable Gloves
- Work gloves
- Dust particulate masks
- Safety Glasses
- Any other equipment deemed necessary or useful to the specific incident

Department of Homeland Security
Crisis Event Response and Recovery Access (CERRA) Framework