BE AWARE
PREPARE

RESIDENTS’
TROPICAL STORM
PREPARATION GUIDE
To our owners, residents and tenants

The Tropical Storm Season in the state of Florida runs from June 1st to November 30th each year, sharply peaking in August through September. Most activity occurs around September 10th. It is unusual for our area to be hit by a severe tropical storm, but it has happened and it will happen again.

Residents are responsible for their personal safety and protection. The key factors contributing to weather safety are preparing ahead of time, and acting on those preparations when alerted by emergency officials.

Your ability to recover from an emergency tomorrow may depend upon the planning and preparation you do today. While each person’s ability and needs are unique, every individual can take steps to get ready. By evaluating your own personal needs and making emergency plans that fit your needs, you and your loved ones can be better prepared.

The Emergency Committee has created this guide1 of things our residents might consider when preparing for a weather event. Owners are encouraged to share a copy of this document with any tenants in their unit. Copies will also be available from the Manager. Several websites are listed that can be referred to for more specific details on preparation and reaction.

It is our sincere hope that you find this guide helpful.

Sarasota, Florida
June 2017

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1 This guide is intended to be advisory only and does not reflect any directive by the Association - real or implied.
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PREPARE FOR TROPICAL STORMS/HURRICANES

Hurricanes form over warm waters usually as storms in the Caribbean or off the coast of Africa. As they drift westward they are fuelled by the warm tropical waters. Warm moist air moves to the center of the storm, spiralling upward. These air drafts suck up water vapour creating a cycle of strengthening wind and torrential rain that can only be stopped with contact with land or cooler water.

This section outlines actions residents should consider when preparing for a tropical storm. Tips are provided on what to do before, during, and after a storm.

When there is no hurricane, get ready - have a plan

- Put together an emergency supply kit
  - Flash light, batteries, cash, copies of critical information, etc. (FEMA web site gives detailed lists)
  - Consider two kits
    - In one put everything you will need to stay where you are for at least 3 days
    - The other a smaller light weight that you can quickly retrieve if you need to evacuate
  - Be sure it is ready to use
    - Store in easy carrying containers
    - Keep them easily accessible
    - Label contents
    - Keep items fresh – check expiration dates
- Make a family emergency communications plan
  - How does your family
    - contact one another during an emergency
    - check in with each other
    - get in touch if cell phones, landlines and internet don’t work
- Know where to go if you are ordered to evacuate
  - Know evacuation routes
  - Have a plan where you can stay - relatives, hotel, or public shelter
- If you plan on remaining in your unit (shelter in place)
  - Have adequate non-perishable supplies for several days
  - Provide water – at least one gallon per person per day
  - Anticipate loss of power for several days
  - Have a safe room in your unit
  - Have a battery or crank powered radio
  - Have a cellphone and solar charger
- Enroll in your community alert system (Code Red) (details included below)
- Review your insurance coverage
Inventory/photograph the contents of your unit

What to do when a Hurricane watch is issued

Hurricane conditions possible within 48 hours
- Review your emergency plan and evacuation routes
- Refresh your family communications plan
- Locate local shelters and occupancy standards - including pets (some do not accept pets)
- Review the items in your emergency kit
  - Add items to meet household needs, including pets
  - Review expiry dates and make replacements as deemed necessary
- Monitor TV/Radio and county website for latest weather updates and emergency instructions

What to do when a Hurricane warning is issued

Hurricane conditions possible within 36 hours
- Monitor TV/radio and county website to determine
  - When the storm is expected to hit
  - Projected impact on your location
  - Emergency instructions
- Review your evacuation plan. You may have to leave quickly.
- Review your communications plan so that everyone knows what to do
- Keep your vehicle filled with fuel – never let it get less than ½ full
- Stock your vehicle with emergency supplies and a change of clothes
- Postpone outdoor activities

What to do when a Hurricane is 6-18 hours from arriving
- Monitor TV/radio and county website to determine
  - When the storm is expected to hit
  - Projected impact on your location
  - Emergency instructions
  - Some evacuation routes may be clogged or closed
  - Possible notification that remaining in your unit is safer than leaving
- Get your Laundry done. There may be lengthy power outages.
- Consider cooking food and storing it in your freezer and/or refrigerator

What to do when a Hurricane is 6 hours from arriving
- Monitor TV/Radio and county website for latest weather updates and emergency instructions
- Protect your unit
  - Deploy storm shutters if available
  - Cover or otherwise safe guard possessions from water and wind-borne damage
  - Remove all loose items from your lanai to prevent them from being wind borne
- Inform family, friends and the Association if you are remaining in your unit
RESIDENTS’ TROPICAL STORM PREPARATION GUIDE

- Turn your refrigerator and freezer to highest setting and open only when necessary
  - Keep thermometer in refrigerator to check food temperatures when power restored
- Personalize your safe room – you could be there for several hours
- Fill your bath tub with water
- Consider alternate lighting in event of power outage - do not use candles, lanterns
- Shut down electronics to protect them from possible power surges
- Stay away from windows. Flying glass from broken windows will cause injuries.

IF YOU EVACUATE
- Dispose of all perishable foods
- Turn off the water to your unit
- Inform the Association of your plans

What to do during the hurricane
- Do not go outside. You are in danger of being injured by wind borne debris
  - Caution – when the eye of the storm passes it gives the impression that the storm is over – it will continue in a brief time. Stay indoors.
- Children should not be taken outside – they may be blown away
- Use your safe room
- Stay away from windows. Flying glass and wind-borne debris will cause injuries.
- BE CALM - YOUR ABILITY TO ACT LOGICALLY IS IMPORTANT

What to do after the hurricane
- Monitor TV/Radio and county website for updates and instructions
- Check on neighbours and render assistance if necessary
- Check in with family and friends
- If you have evacuated return only when authorities indicate it is safe
- Do what you can to prevent further damage to your unit
- Do not go outside barefoot or open shoes – broken glass may litter the environs
- Avoid walking or driving thru flooded areas
  - Water may be contaminated and/or electrically charged from downed power lines
  - Dangerous debris or washouts may not be visible
- Document and photograph damage to your unit to assist filing an insurance claim
- Do not empty your bathtub until water services have returned to normal.
- BE PATIENT it will take a while before things return to normal
Review your insurance policies. **DOES HOMEOWNERS INSURANCE COVER HURRICANE DAMAGE?**

Do you know what kind of insurance you may need to provide coverage for the kinds of damage a tropical storm can cause? Here are some things one should consider.

**Hurricane damage caused by wind**
Wind is typically among the perils covered by a standard homeowner’s insurance policy. However, some policies partially or completely exclude wind related damage. It is important to understand your policy or contact your agent to learn if and how your unit is covered against hurricane winds. Plaza de Flores wind mitigation structures may allow a reduced premium. A certification of wind mitigation is available from the Property Manager. If your policy does not offer coverage for wind damage, you may find that it includes a separate hurricane deductible that is higher than your standard deductible. If coverage is provided, limits may apply.

**Hurricane damage caused by flooding**
Home owners’ insurance policies typically do not cover flood damage, including flooding brought by a tropical storm. Coverage through a separate flood insurance policy may be purchased. However, if a hurricane wind damages the roof and rain gets in as a result, homeowners’ insurance may offer some protection if the policy includes coverage for wind.

**What is covered by the Association’s Insurance?**
There is no coverage provided by the Association’s policy for uninsured units. Owners are responsible for “Paint to Paint” inside the unit, including all fixtures, cabinets, appliances and personal possessions. Tenants are responsible for their personal possessions (furniture etc.). The Association is responsible external and structural damage. The Association strongly recommends that owners purchase insurance for their unit (HO-6) and that tenants insure their possessions. The table on the next page has been provided by the Association’s Agent (PCS) and summarizes each party’s responsibilities. Unit owners and tenants will need to report claims to their respective insurance carrier.

**Do you have comprehensive coverage in your car insurance policy?**
Comprehensive insurance is needed in case your car is damaged by wind, water or flying debris from a tropical storm. Collision coverage won’t protect you. Consider rental reimbursement coverage which helps pay for a rental car while your car is in the shop for repairs for a covered loss.

**Additional living expenses?**
If your unit is damaged or uninhabitable because of a tropical storm, you may need to live somewhere else while repairs are taking place. Check your policy to determine if it includes coverage for cash outlays above your normal living costs, like hotel rooms.
Read your insurance policy carefully to learn what it does and does not cover. Contact your agent with questions or to discuss your insurance needs.

### HAZARD INSURANCE RESPONSIBILITIES AS GOVERNED BY FLORIDA STATUTE 718

<table>
<thead>
<tr>
<th>Description</th>
<th>Condominium Association Responsibility</th>
<th>Individual Unit Owner Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. ROOF AND ROOF COVER</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Structural Framing and Roof Cover</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>2. EXTERIOR WALLS</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Paint, Stucco, Insulation, Studs, Concrete Block, Brick, Etc.</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>3. UNIT INTERIOR WALLS</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Party walls, Unfinished Drywall</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Insulation, Metal and Wood Studs</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>4. COMMON AREA</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Interior Walls, Studs, Block and Drywall</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Floor, Wall, and Ceiling Finishes</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>5. UNIT INTERIOR</strong></td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>Floor, Wall &amp; Ceiling, Finishes, Paint, Carpet, Tile, Etc.</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td><strong>6. UNIT AND COMMON AREA</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Structural Floors</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Structural Ceilings</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Structural Walls</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>7. COMMON AREA AIR CONDITIONERS</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>8. COMMON AREA ELECTRICAL</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td><strong>9. INTERIOR UNIT COMPONENTS</strong></td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Appliances</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>Electrical Fixtures</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>Air Conditioners</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>Water Heaters</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>Cabinets</td>
<td>NO</td>
<td>YES</td>
</tr>
</tbody>
</table>
EVACUATION

**TO EVACUATE OR (LEAVE YOUR UNIT) OR TO SHELTER IN PLACE (REMAIN IN YOUR UNIT)**

IS A PERSONAL DECISION.

Residents who prefer to shelter in place

- Do so at their own risk and peril
- Cannot rely on 911 Emergency Response if winds exceed 45 MPH
- Should ensure their emergency supplies
- Consider their personal survival plan to deal with the possibility of
  - Lengthy power outages
  - Possible wind born debris damage to windows
  - Water entry into the unit through broken windows and/or roof damage
  - Debris cluttered laneways restricting exterior movement.
- Consider notifying the Association in order that Emergency Personnel know where shelter in place residents are located. (See Evacuation Notification form below.)
- It is critical, should residents abandon their shelter in place decision that the Association be notified to prevent unnecessary search for unaccounted people.

Residents who choose to leave their unit and seek shelter elsewhere should

- Be knowledgeable about evacuation routes, congestion, and shelters
  - If you choose to go to a shelter
    - Ensure that it is operating
    - Ensure that it will accept pets
    - Take essential living needs for a long time
- Take their pets, meds and anything of importance
- Prepare their unit, turn off water
- Consider disposal of perishable goods, i.e. refrigerated items
MANDATORY EVACUATION

The main reason for mandatory evacuation is storm surge, which is the abnormal rise of water generated by the storm winds.

If a mandatory evacuation is issued by the county or state

SHELTERING IN PLACE IS NOT AN OPTION
YOU MUST LEAVE YOUR UNIT

Should you remain in your unit?

- You are in danger and at significant risk of severe injury
- You may be breaking state and federal law and could be subject to fines
- You can expect
  - No assistance from emergency response units
  - Extensive damage to buildings and facilities
  - Extended period of no power, water, and functioning sewage facilities
  - No access on or off the condominium complex

Inform the Association of your intentions and contact information (See Mandatory Evacuation form)
EVACUATION INFORMATION

UNIT NUMBER _______OWNER____TENANT____

NAME______________________________________________

Date (Month)__________,(Day) ________, Year 20____

I INTEND TO

☐ EVACUATE MY UNIT
☐ SHELTER IN PLACE

Persons remaining______ Pets ______

I intend to shelter in the following location

Name _____________________________________________

Address_________________________________________

City_____________________________________________

Contact information

Phone ___ ___ _____

Cell ___ ___ _____

Email ______________________________

Contact information

Personal Cell ___ ___ _____

Other ______________________________

Other helpful information

___________________________________________________________________________________________________

___________________________________________________________________________________________________

___________________________________________________________________________________________________

___________________________________________________________________________________________________

PRESENT THIS INFORMATION TO THE ASSOCIATION OR DEPOSIT IN THE BOX ADJACENT TO OFFICE DOOR
MANDATORY EVACUATION INFORMATION

UNIT NUMBER _______OWNER____TENANT____

NAME________________________________________________________

Date (Month) __________, (Day) ______, Year 20____

I intend to shelter in the following location

Name ______________________________________________________

Address ____________________________________________________

City _________________________________________________________

Contact information

   Phone ___ ____ _____

   Cell ___ ____ _____

   Email ______________________________

Contact information

   Personal Cell ___ _____ _________

   Other ______________________________

Other helpful information

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

BEFORE THE EVACUATION ORDER GOES INTO EFFECT

PRESENT THIS INFORMATION TO THE ASSOCIATION OR DEPOSIT IN THE BOX ADJACENT TO OFFICE DOOR

IF ASSOCIATION PERSONNEL HAVE VACATED, THERE WILL BE NO MEANS TO CONTACT YOU
## Hurricane Information - EVACUATION ZONES

<table>
<thead>
<tr>
<th>ZONE</th>
<th>Evacuation Areas</th>
<th>Storm Category</th>
<th>STORM SURGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zone A</td>
<td>Evacuate RED Areas</td>
<td>T. Storm + CAT 1</td>
<td>TO 7 ft.</td>
</tr>
<tr>
<td></td>
<td>All Manufactured Home Residents</td>
<td>74-95 mph</td>
<td></td>
</tr>
<tr>
<td>Zone B</td>
<td>Evacuate RED, &amp; ORANGE Areas</td>
<td>CAT 2</td>
<td>TO 15 ft.</td>
</tr>
<tr>
<td></td>
<td>All Manufactured Home Residents</td>
<td>96-110 mph</td>
<td></td>
</tr>
<tr>
<td>Zone C</td>
<td>Evacuate RED, ORANGE &amp; YELLOW Areas</td>
<td>CAT 3</td>
<td>TO 26 ft.</td>
</tr>
<tr>
<td>PLAZA</td>
<td>All Manufactured Home Residents</td>
<td>111-129 mph</td>
<td></td>
</tr>
<tr>
<td>Zone D</td>
<td>Evacuate RED, ORANGE, YELLOW &amp; GREEN Areas</td>
<td>CAT 4</td>
<td>TO 33 ft.</td>
</tr>
<tr>
<td></td>
<td>All Manufactured Home Residents</td>
<td>130-156 mph</td>
<td></td>
</tr>
<tr>
<td>Zone E</td>
<td>Evacuate RED, ORANGE, YELLOW, GREEN &amp; BLUE Areas</td>
<td>CAT 5</td>
<td>TO 35 ft.</td>
</tr>
<tr>
<td></td>
<td>All Manufactured Home Residents</td>
<td>157 mph or higher</td>
<td></td>
</tr>
</tbody>
</table>

Design Base level of Plaza buildings (first floor) **18 ft.**

### STORM SURGE

- is produced by water being pushed toward the shore by the force of the winds moving around the storm
- creates a path of destruction wiping out structures as it rapidly surges inland and recedes
- this is a **life-threatening situation** for anyone who ignores mandatory evacuation orders and stays in vulnerable areas
- **FAILURE TO OBEY A MANDATORY EVACUATION ORDER MAY BE A VIOLATION OF STATE AND LOCAL LAWS**

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2 STORM SURGE VALUES VARY CONSIDERABLY ON COASTAL FORMATIONS, FORWARD SPEED/DIRECTION OF THE HURRICANE, TIDES AND WAVE ACTION
3 COLOUR ZONES DELINEATED ON SARASOTA COUNTY MAP OCT 2016
**SHELTERS**

<table>
<thead>
<tr>
<th>Shelter Name</th>
<th>ADDRESS</th>
<th>ELEVATION</th>
<th>PETS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phillippi Shores Elementary School</td>
<td>4747 S Tamiami Trail</td>
<td>32 FT</td>
<td>NO</td>
</tr>
<tr>
<td>Pine View School</td>
<td>501 Old Venice Rd</td>
<td>15ft</td>
<td>YES</td>
</tr>
<tr>
<td>Venice Community Center</td>
<td>326 N Nokomis Rd</td>
<td>19FT</td>
<td>NO</td>
</tr>
</tbody>
</table>

Available as last resort
- Opened as “as needed” basis
- Opening varies with each emergency
- Never go unless officials have announced shelter is open (local radio, TV announcements, etc.). Do NOT Call the shelter.
  Sarasota Call Center is 941 561 5000, and web site [www.scgov.net](http://www.scgov.net)

**Pet friendly shelters**
- If you are unable to meet these requirements, make other arrangements to shelter your pet
  - Provide proof of current licence and vaccinations
  - Put pet in appropriate pet cage
  - Provide all items for your pet
  - You are responsible for your pet while in shelter
  - Cohabitation of pets and owners is NOT permitted
Sarasota County utilizes the CodeRED Notification system – a high speed telephone communication service – for emergency notifications.

The system allows the county to send critical communications to the whole county within minutes. It delivers a recorded message describing the situation and any instructions for immediate or future action.

The system will ONLY be used for public health, safety and wellness purposes such as drinking water contamination, extended utility outages, evacuation notice and route, and other incidents where rapid and accurate notification is essential for life safety. Your information remains private and will only be used for critical communications.

Subscribers who opt into the weather warning service will automatically be notified of tornado, flash flood, and severe thunderstorm alerts minutes after an alert has been issued by the National Weather Service.

Plaza de Flores residents are urged to register their contact information in CodeRED which may include cell phone and land based numbers so they may receive CodeRED calls and alerts for emergencies. You may also register email addresses to receive email and/or text messages.

The message will play when answered by a live person or an answering device and makes three attempts to connect with each number. Those subscribers opting for text and/or email alerts will also receive the message.

**Caller ID**

The calling number will display
- 866-419-5000 for emergencies
- 866-566-4636 for non-emergencies
- 800-566-9870 for weather warnings

To hear the last message delivered, simply dial the number back

**CodeRED REGISTRATION**

[https://public.coderedweb.com/cne/en/-US/8F1CFDD0CA9A](https://public.coderedweb.com/cne/en/-US/8F1CFDD0CA9A)

Provide
- First and Last name
- Physical address, city, state, zip code
- Cell and/or land based number(s)
- Email address
Emergency preparedness for families with special needs

It is important for residents in our community with special needs be prepared for any emergency event.

If you think you need assistance in an emergency

- Discuss your disability with neighbours, friends, and ask for help
- Arrange your own evacuation and shelter plans and/or
- Register with Sarasota County PEOPLE WITH SPECIAL NEEDS REGISTRY
  - State mandated registry of residents who will need assistance during emergency evacuations.
  - Get registrations forms on line [http://www.scgov.net](http://www.scgov.net) or call 941 861 5000
HURRICANE NOTIFICATIONS

HURRICANE ALERT  Hurricane entering the region
HURRICANE WATCH  Issued 48 hours in anticipation of tropical Storm force winds
HURRICANE WARNING  Issued 36 hours in advance of onset of Tropical Force Winds

HURRICANE CATEGORIES

CATEGORY 1
Gabrielle Sept 2001  Venice 70 mph 6.2 ft. storm surge, local surface flooding
Hermine Sept 2016  Panhandle 80 mph 6.5 ft storm surge
Usually cause no significant structural damage
Roof shingles and tiles may blow off
Power outages are typically widespread sometime lasting several days

CATEGORY 2
Often damage roofing material, sometimes exposing the roof
Possible damage to doors and windows
Trees uprooted and/or snapped
Extensive power outages
Scattered loss of potable water

CATEGORY 3  Major Hurricane (Mathew Oct 2016  80-136 mph 9.8 FT storm surge Cape Canaveral)
Roofing material damage
Possible trim damage especially on carports
Wind-blown debris damages doors and windows
Coastal flooding
Large trees uprooted or snapped causing area isolation

CATEGORY 4  Major Hurricane (Charley 2004 150 mph Port Charlotte)
Extensive roofing material damage and water intrusion
Near complete destruction of carports
Most trees uprooted or snapped
Coastal flooding – storm surge evacuation likely
Total and long lived electric and water losses are expected possibly for weeks

CATEGORY 5  Major Hurricane (ANDREW Aug 1992 150+ mph Homestead (Miami))
Complete roof failure and water intrusion
Complete destruction of carports
Most windows destroyed
Damage of building structure unlikely
Massive evacuation of residential areas
Total and long lived electrical and water losses are expected possibly for months
SIZE plays a significant role in storm damage. A large storm will impact large area for a long time. A large area surface wind can generate higher storm surge.

- Average: Radius 207 – 426 miles
- Very small (Midget): Radius 38 miles
- Very Large: Radius 552 miles

REFERENCE WEB SITES

- FEMA PREPAREDNESS GUIDE: www.fema.gov.html
- AMERICAN RED CROSS: www.redcross.org
- NATIONAL WEATHER SERVICE: www.noaa.gov/weather
- BE READY: www.ready.gov
- Sarasota County: www.scgov.net