



CRYSTAL PARK EVACUATION PLAN

VERSION 5.0



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Contents

Purpose:	3
Authority:	3
Community Overview:	4
Contact Information:	5
Communications and Reverse 911:	5
Egress (Evacuation) Routes:	6
Responding Emergency Apparatus:	7
Helicopter Landing Zones:	8
Staging Areas, Check Points and Shelters-in-Place:	9
Resident Accountability Procedures:	10
Revisions/Updates:	10
How to Prepare:	11

Purpose:

The purpose of this Evacuation Plan (EP) is to ensure that, in the event of an emergency within Crystal Park requiring an evacuation order by the CPVFD or El Paso Country Sheriff's Office (EPSO), all residents evacuate in accordance with the guidance contained herein and are accounted for at established checkpoints.

Authority:

This EP is developed and managed by the CPVFD, as part of its duties as a recognized emergency response agency within El Paso County, Colorado and in accordance with the "Crystal Park Community Wildfire Protection Plan" and the "Community Wildfire Protection Plan for Unincorporated El Paso County". In the event an evacuation order is determined as being necessary by the Fire Chief or Incident Command, that request will be made to the El Paso County Office of Emergency Management (OEM) and initiated by the EPSO. Enforcement of the evacuation shall be the responsibility of the EPSO until terminated.

Community Overview:

Crystal Park is a 2,000 acre community set in the mountains above Manitou Springs, Colorado. It is located on the USGS Manitou Springs Quadrangle with its approximate center point at 38°50' N latitude and 104°55' W longitude. Crystal Park occupies parts of sections 7, 8, 13, 17, 18, and 19 of the quadrangle. The elevation varies from about 6,700 to 9,000 feet above sea level. Two subdivisions are included in these 2,000 acres: Crystal Park #1 and Crystal Park #2. Crystal Park #1 consists of six



(6) home sites and Crystal Park #2 consists of 360 individual memberships/home sites, 220 of which are developed sites with additional sites being developed each year. There are approximately 30 miles of roadway in Crystal Park that are maintained year-round with the primary main road, Crystal Park Road, being the only paved road used for “one way in/one way out” ingress and egress. The majority of Crystal Park’s secondary roads are also one way in/one way out with few having adequate “turnaround” area for responding emergency resources. All of Crystal Park’s roads provide limited but critical evacuation and fire service access to many areas of Crystal Park, and in some cases the only access to remote areas of El Paso County and Pike National Forest. The greatest danger facing the Crystal Park community is wildfire. Crystal Park’s fire mitigation and protection response approach is two-fold: 1) automatic aid support from Manitou Springs for emergency response by the Manitou Springs Fire Department and 2) the Crystal Park Volunteer Fire Department for rapid and responsive fire protection, suppression and incident response.

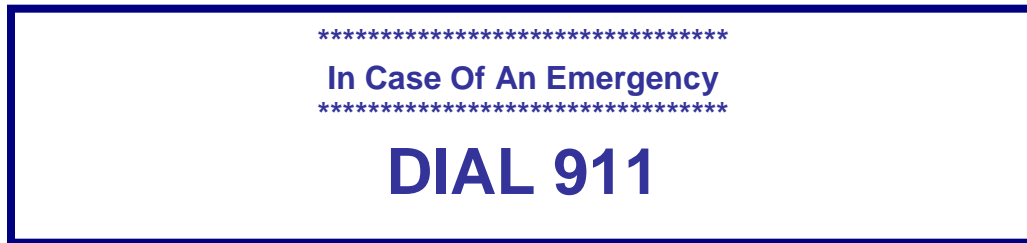
There are only two occasions where Crystal Park has initiated an evacuation of residents. In 2008, a propane truck slid off of the road in the lower part of the District requiring an evacuation of a ½ mile radius of the vehicle accident. On June 24, 2012, the entire District was evacuated after the CPVFD Fire Chief coordinated with the El Paso County Deputy Fire Marshall during the Waldo Canyon Fire. Even the entire community of Manitou Springs was evacuated. Although rare, evacuation of Crystal Park has happened and this Evacuation Plan provides information that will help residents in the event an evacuation is ordered by an



Incident Commander, Fire Chief or County. For any incident in Crystal Park, the Incident Commander may be from another emergency response agency that is first on scene.

Contact Information:

As always, *for any emergency in Crystal Park*, dial 911 immediately and not the numbers listed in the table.



Important contact information is in the table below. In the event of an evacuation order, residents evacuated should go to the Crystal Park Volunteer Fire Department website for information as it becomes available (www.crystalparkvfd.org). The CPVFD will make every attempt to ensure the information is updated regularly. The CPVFD will also make every attempt to establish an “Information Center” for residents to call for up to date incident information but this will need to not conflict with Incident Command information distribution organizations established. Once IC establishes an information center, that will be the official center and CPVFD will not maintain this unit.

EMERGENCY	911	Always First
Crystal Park Volunteer Fire Department	685-9561 576-8719	Chief John Hennessey Dep Chief Paul Welsch
Manitou Springs Fire Department	685-1444	MSFD Station Phone
Crystal Park Office	685-9729	Park Manager
Crystal Gate House	685-5130	On Duty Attendant

Communications and Reverse 911:

The CPVFD utilizes 800MHz radio communications with local, county and state emergency organizations via the Pikes Peak Radio Communications Network (PPRCN) and has additional VHF radio communications equipment to be used as part of an organized wildfire suppression force, if needed. These radios are for official CPVFD use only and are authorized and controlled by the El Paso County Fire Dispatch Radio System. With the CPVFD in communication with official organizations, Crystal Park residents also require communications. There are three ways to ensure residents are in communication with response organizations and each other. Residents should ensure that they do not rely on any single method as each has limitations and constraints.

Method One: Crystal Park residents are encouraged to ensure that their telephone numbers, including cell phone numbers, are up to date and registered with the Crystal

Park Office. The CPVFD maintains a copy of the Crystal Park Telephone Directory and may use these numbers to contact residents, as required. In the event that telephone lines are not operable, the next two methods may be used to contact residents. Please note: Colorado House Bill 1237 became effective January 1, 2013 and it does not permit HOA's to release member's telephone numbers and emails. As a result, the ability for the CPVFD to receive your telephone number from the HOA is constrained and we may not be able to call you.

Method Two: Crystal Park residents should consider purchasing General Mobile Radio Service (GMRS) handheld 2-Way radios with at least a 15 mile range (see example image to the right). Several brands and styles are sold (i.e. Motorola, Midland) and it is recommended that radios have a Privacy Code selection feature. The Privacy Code allows Crystal Park residents to select a unique channel dedicated to only those that have it programmed into the radios. Contact the CPVFD for more information regarding these radios. In the event of an evacuation, the frequency used will be "12" (twelve). Privacy Code selected is "11" (eleven).



Crystal Park 2-Way Radio Channel

Primary Channel: 12
Privacy Code: 11
"12-11"

Method Three: All residents of Crystal Park are highly encouraged to register their cell phone numbers with the El Paso County Reverse 911 system. In the event of an emergency, this system may be used by the El Paso County E-911 officials to notify residents of an emergency that affects them.

Egress (Evacuation) Routes:

Crystal Park's primary evacuation route out of Crystal Park is the paved main road - "Crystal Park Road". For the purposes of this EP, Crystal Park is divided into two (2) geographical sections with lower switch back (where the Historical Turntable is located) being the dividing point. It is possible that egress will not always be down the main road but rather, up to established Staging Areas, Safety Shelter or helicopter evacuation sites depending on the location and nature of the emergency. Described below are the primary and secondary egress routes of the Upper and Lower Park. In all cases if an evacuation order is given, proceed in a safe manner and stop at any checkpoint to ensure accountability of all residents is maintained. During an evacuation, the Crystal Park gate will be closed to all incoming traffic except for emergency response vehicles.

WARNING

Unless directed by emergency response personnel, do not attempt to hike (walk) out of Crystal Park. This will prevent accounting for all residents and may put emergency personnel in danger who are attempting to reach you.

Upper Park: Primary evacuation of the Upper Park is via Crystal Park Road towards the gate. Secondary egress is via helicopter from one of the Helicopter Landing Zones. Tertiary egress to safety is to Flat Rock in the Pike National Forest. Access to Flat Rock is Eagle Mountain Road, to Methuselah Road, to Deer Mountain Road to Flat Rock (cliff area). Staging will be at Flat Rock for helicopter evacuation from the upper Helicopter Landing Zone, if required.

Lower Park: Primary egress out of the Lower Park is via Crystal Park Road to the gate. Secondary egress, depending on the nature and location of the emergency, will be up towards several staging zones and checkpoints.

Responding Emergency Apparatus:

All residents evacuating from Upper or Lower areas of Crystal Park are required to obey all posted traffic speed limits due to the likelihood of encountering responding emergency apparatus or Crystal Park heavy equipment. It is vital that responding emergency apparatus have unobstructed access to those areas in Crystal Park that are established for official purpose such as Incident Command Posts, Incident Staging Areas, or initial wildfire attack access areas.

Helicopter Landing Zones:

Crystal Park operates two (2) Helicopter Landing Zones (LZ). Both LZs are located in the Upper Park and may be used by Penrose Hospital "Flight for Life", Memorial Hospital "Memorial Star", and/or Ft Carson's Emergency Operations Center dispatched aircraft. During all helicopter operations, vehicle traffic in the area will be stopped to ensure safe ground operations. All movement of residents to the LZs will be controlled by CPVFD or other emergency personnel to ensure residents are not injured.

LZ Lake: Located on Palmer Trail Road east of the tennis court. Staging for evacuation from LZ Lake is at the lake or tennis court.



LZ Cone: Located on Deer Mountain Road. Staging for evacuation from LZ Cone is at Flat Rock in the Pike National Forest.



Staging Areas, Check Points and Shelters-in-Place:

The following describes several Staging Areas and Check Points that may be used. In many cases Check Points will be established at Staging Areas to ensure that 100% accountability of residents is maintained. Currently Crystal Park has only one Emergency Shelter-in-Place co-located in the same facility as the CPVFD Fire Station.

Staging Area 1(SA1): SA1 is located at the lake in the Upper Park. SA1 is considered a primary staging area and will be the location where the CPVFD will establish initial Upper Park resident accountability. All residents will stage from this primary area until such time as they are evacuated down Crystal Park Road or via helicopter from LZ Lake or LZ Cone. An initial Checkpoint will be established at the lake to account for all residents being evacuated.

Staging Area 2 (SA2): SA2 is Flat Rock in the Pike National Forest. If required, staging from Flat Rock supports LZ Cone evacuation operations. A Checkpoint may be established at Flat Rock to account for all residents being evacuated from this location.

Staging Area 3 (SA3): The Lower Switchback (where the Historical Turntable is located) represents another staging area that may be used, if needed. The CPVFD may establish a secondary evacuation Checkpoint at the Lower Switchback to maintain resident accountability during any evacuation.

Staging Area 4 (SA4): Railroad Grade represents another staging area that may be used if needed. The CPVFD may establish a secondary evacuation Checkpoint at Railroad Grade to maintain resident accountability during any evacuation.

Staging Area 5 (SA5): SA5 is the Manitou Springs property located in the gated open dirt area approximately a half-mile from the gate. This area is large enough to ensure resident safety in the event complete evacuation out of the gate cannot be accomplished. A Checkpoint may be established at this location as required otherwise residents will continue to the gate to complete Crystal Park evacuation.

Staging Area 6 (SA6): SA6 is located in the large open area at Scrub Oak Road. This area is large enough to ensure resident safety in the event complete evacuation out of the gate cannot be accomplished. A Checkpoint may be established at this location as required.

Emergency Shelter-In-Place (SIP): The SIP allows residents a place to safely muster should there be an evacuation order given for their residential area. Fire behavior will dictate the appropriate action required. Significant fuel removal was done in Cather Park to ensure that the SIP will be a safe evacuation site. The SIP is located on Maintenance Road and there are two signs leading to the facility.



Resident Accountability Procedures:

As residents are evacuated, a series of Checkpoints will be established by the Incident Commander to ensure that residents are accounted for at various intervals. This may seem redundant but our mission objective is 100% accountability throughout Crystal Park's evacuation process. For example, during the 2012 Waldo Canyon Fire, a Checkpoint was established at the top of the District at the paved road to ensure we had a record of who was leaving the top of the mountain. An additional Checkpoint was established at the gate to ensure those at the top reached the gate and that we had a record of middle and lower District residents that evacuated. The CPVFD will execute an evacuation of the District following 3 methods: 1) Reverse 911 via the County's E911 system, 2) Telephone recall of the entire District, and 3) Door-to-door of those residents we cannot contact. For those residents that refuse to leave under a mandatory evacuation order, we maintain a record of who (and how many) occupants that is and we ensure the resident understands responding forces may not be able to respond to their location at a later time and that they fully understand the circumstances in which they are making this decision. In addition, once an evacuation is initiated, the Incident Commander or Fire Chief will request El Paso County Sheriff's Office Deputies to enforce the evacuation which means no evacuee will be able to return until the evacuation is terminated.

Revisions/Updates:

The Crystal Park Evacuation Plan will be reviewed annually by the CPVFD and should be reviewed routinely by residents to ensure they understand the details of the plan. In the event changes to the EP are made, the version number will change and date will be updated.

How to Prepare:

The CPVFD website has valuable information and links related FEMA information to how Crystal Park residents can be prepared and *Ready* to evacuate in a moment's notice. We recommend you visit this site and tailor it for your needs. Information includes:

<http://www.crystalparkvfd.org/residents/default.htm>

http://www.ready.gov/sites/default/files/documents/files/Family_Emergency_Plan.pdf

<http://www.ready.gov/evacuating-yourself-and-your-family>

<http://www.ready.gov/build-a-kit>

<http://www.ready.gov/are-you-ready-guide>

The CPVFD is a Ready, Set, Go! Fire Department. The Ready, Set, Go! (RSG) Program, managed by the International Association of Fire Chiefs (IAFC), seeks to develop and improve the dialogue between fire departments and the residents they serve. Now in its second year nationally, the program has over 500 member departments and agencies representative of 46 states. It continues to work in complimentary and collaborative fashion with existing wildland fire public education efforts, like Firewise, and amplifies their messages to individuals to better achieve the common goal we all share of Fire Adapted Communities.



- **Ready – Be ready, be Firewise.** *Take personal responsibility and prepare long before the threat of a wildland fire so your home is ready in case of a fire. Create defensible space by clearing brush away from your home. Use fire-resistant landscaping and harden your home with fire-safe construction measures. Assemble emergency supplies and belongings in a safe place. Plan escape routes and make sure all those residing within the home know the plan of action.*
- **Set – Situational awareness.** *Pack your emergency items. Stay aware of the latest news and information on the fire from local media, your local fire department and public safety.*
- **Go – Act early!** *Follow your personal wildland fire action plan. Doing so will not only support your safety, but will allow firefighters to best maneuver resources to combat the fire.*