

## **Lewes Beach Emergency Evacuation Plan**

The purpose of this plan is to provide a guide to all agencies involved with the EMERGENCY evacuation of the areas of Lewes Beach including the Cape Henlopen State Park. This plan is designed to be used during incidents requiring an Emergency Evacuation of the areas of Lewes Beach due to incidents involving:

- Hazardous materials
- Wildfires/other major fires
- Other man-made disasters
- Acts of terrorism

*This plan is not designed for use during planned evacuations* of the areas of Lewes Beach following the issuance of an Evacuation Order by the Mayor during coastal storms or other natural disasters. In these types of events during which some advance warning is typically available, The City of Lewes will implement its response operations in accordance with the Lewes Emergency Operations Plan (LEOP). And, evacuation, when required, will be accomplished as prescribed in "Annex B, City of Lewes Evacuation Plan" to the LEOP. This plan is based upon the Incident Command System and involves the following agencies that will all fall under the Unified Command of the Lewes Fire Department, Inc.:

- Lewes Fire Department
- Lewes Street Department
- Lewes Police Department
- Lewes Board of Public Works
- Office of the Mayor/City Manager
- Delaware River and Bay Authority
- Delaware State Police
- Delaware Department of Transportation
- Delaware Department of Natural Resources & Environmental Control, Division of Parks & Recreation
- Delaware Emergency Management Agency
- University of Delaware Police

Each agency will become a sector of the Incident Command System, and will be responsible for all of their personnel to ensure that there is no freelancing of staff. Each agency will also be responsible for all vehicles, supplies, portable radios/cell phones, and related equipment.

Each agency involved will perform their duties and only their duties, unless otherwise advised by the Incident Commander.

The Operations Section of this plan is broken down by agency. It is important for all agencies to know each other's responsibilities, however, during the crucial plan implementation period; the agency should concentrate on only their responsibilities.

This plan breaks Lewes Beach down into 2 Sections. Savannah Road is the dividing point. All areas North of Savannah Road will evacuate from Savannah Road. All areas South of Savannah Road will evacuate on Freeman Highway. This 2-Section breakdown allows for the protect-in-place method to work if only 1 Section must be evacuated. Protect-in-place may also be used for Cape Henlopen State Park if necessary. The Incident Commander will determine the level of the evacuation according to the nature and severity of the incident.

For the purpose of this plan, the Savannah Road and Freeman Highway will be known as Eastbound and Westbound respectively.

**NOTE: Due to the nature of the man-made disaster events described in this plan, the organization of a "Unified Command" and the establishment of a "Command Post" outlined in this plan are not the same as the organization of the City of Lewes Emergency Operations Center staffing under the Incident Command System and the activation of the Lewes Emergency Operations Center.**

**REMINDER: THIS IS AN EMERGENCY EVACUATION PLAN. All agencies involved must operate as quickly and safely as possible. Thousands of lives could depend on how fast the operations of the evacuation occur.**

## **OPERATIONS**

### **Lewes Fire Department, Inc:**

- Identify hazards
- Establish the Incident Command System and a Command Post at a safe location
- Activate the Lewes Emergency Operations Center, if necessary
- Control the hazard
- Perform evacuation
- Notify the Mayor/City Manager
- Provide Fire Police to cover major intersections throughout the evacuation routes

### **Lewes Police Department:**

- Notify the Delaware State Police for traffic assistance
- Notify DELDOT for traffic assistance
- At the direction of the Fire Officer-in-Charge, perform the following notifications to evacuate:
  - Delaware River & Bay Authority to evacuate Lewes Beach facilities
  - University of Delaware (College of Marine Studies) to evacuate Lewes Beach facilities
- Shut down Savannah Road Eastbound at Gills Neck Road, and divert all traffic to Gills Neck Road (no exceptions)
- Shut Freeman Highway Eastbound at Monroe Avenue & Kings Highway
- Control the above intersections to allow 2 Westbound travel lanes on Savannah Road from the Beach to the Drawbridge, and from Cape Henlopen Drive to Kings Highway

- Divert the Westbound right hand lane to Front Street, and the Westbound left lane into the normal Westbound travel lane of Savannah Road
- Investigate acts of terrorism

**Mayor and/or Designee:**

- Determine the level of evacuation (Full, North, South, or Cape Henlopen State Park)
- Report to the Command Post to serve initially as the Planning and Logistics Officer
- Activate Lewes Street Department personnel if off duty
- Advise the Incident Commander of handicapped or invalid residents of Lewes Beach
- Notify Lewes Board of Public Works to activate all BPW personnel in all departments, if not on duty
- Notify the Delaware Emergency Management Agency (DEMA) of the incident
- At the direction of the Mayor and/or designee, perform the following notifications to evacuate:
  - DRNEC Division of Parks and Recreation (Cape Henlopen State Park)
  - SPI Pharmaceuticals
  - Children's Beach House
  - Lewes Board of Public Works (Wastewater Treatment Plant)

**Lewes Street Department:**

- Block off Savannah Road at Cape Henlopen Drive, forcing all traffic to travel Westbound on Savannah Road in 2 lanes
- Block off Cape Henlopen Drive at Freeman Highway and form 2 Westbound travel lanes
- Block off Lewes Beach, Virginia Avenue access
- Send any additional personnel to assist Fire Police with covering intersections on the mainland of the City of Lewes

**Lewes Board of Public Works:**

- Evacuate the Wastewater Treatment Plant
- Send the BPW General Manager (or a ranking representative) to the Command Post
- Activate personnel in all departments, if not on duty
- Ensure that fire hydrant water is at maximum capacity
- Provide any additional personnel to assist Fire Police with covering intersections along the evacuation routes along the Mainland of the City of Lewes

**Delaware State Police:**

- Send an Officer to Kings Highway and Gills Neck Road to control traffic
- Send an Officer to Savannah Road and Cape Henlopen High School to divert Eastbound traffic
- Provide helicopter assistance for aerial survey
- Assist DELDOT with traffic control of Highway One

**Delaware Department of Transportation (DELDOT):**

- Provide traffic control at Highway One and Kings Highway
- Provide traffic control at Highway One and Savannah Road
- Provide traffic control at New Road and Nassau Road
- Provide traffic control at Savannah Road and Wescoats Road

**Delaware River and Bay Authority (DRBA):**

- Evacuate the Cape May-Lewes ferry terminal
- Stop Cape May-Lewes Ferry operations for incoming ferries
- Direct all traffic North on Cape Henlopen Drive to Freeman Highway

**DNREC, Division of Parks and Recreation, Cape Henlopen State Park:**

- Evacuate Cape Henlopen State Park
- Shut down park entrances/exits during a Protect-in-Place situation
- Send all vehicles on the beach South to Rehoboth

**University of Delaware (College of Marine Studies):**

- Evacuate Lewes Beach facilities
- Provide traffic control assistance at New Road and Pilottown Road
- Protect-in-Place, if advised

**SPI Pharma Group:**

- Evacuate facilities
- Protect-in-Place, if advised

**Delaware Emergency Management Agency (DEMA):**

- Provide a representative to the Command Post

## **SUMMARY**

This Plan is designed to serve as a guide to all agencies involved with an EMERGENCY EVACUATION of Lewes Beach.

Since all incidents requiring evacuation vary in size and nature, it is important for all agencies to know their responsibilities and be trained to work using this plan and the Incident Command System.

# EMERGENCY CONTACT LISTING

Position		Office Phone
Mayor		645-7777
Deputy Mayor		645-7777
City Manager		645-7777
BPW General Manager		645-6228
BPW Asst General Manager		645-6228
Lewes Chief of Police		645-6264
Lewes Street Foreman		645-8809
Lewes Fire Chief		645-6556
Delaware River & Bay Authority	Police	571-6342
Delaware State Police	Troop 7	644-5020/644-5021
DeIDOT – 24 Hour Response Line	Sussex County	856-5636
DNREC – Div of Parks & Recreation		1-800-523-3336 *
Delaware Emergency Management Agency	(DEMA)	659-3362
University of Delaware/College of Marine Studies	Security	645-4333
Beebe Medical Center		645-3209
Cape Henlopen State Park		1-800-523-3336
Children’s Beach House		645-9184
SPI Pharma Group (Cape Henlopen Drive)		645-7761

*\* Rolls over to Security Command Center during non-emergency periods.*