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A. GETTING READY FOR THE HURRICANE

1. WHAT TO DO NOW

- Prepare an Evacuation Plan.
- Be certain you have adequate insurance on your home and its contents. This should include Flood Insurance from the Federal government through your home insurance carrier and wind and hail coverage. Flood Insurance has a 30-day implementation delay and wind and hail has a 15-day implementation delay. Review your insurance coverage in detail with your agent.
- Ask your insurance agent or company what you can do to reduce your chance of loss, such as installing hurricane shutters.
- Photograph or videotape your home and contents for insurance purposes.
- Make copies of family and personal records.
- Do not assume that the local, State, or Federal governments will be able to provide for your needs. You must take steps to be self-sufficient. Be prepared: **Make sure you have food, clothing, medication, and other supplies available for a week or more.** During an emergency or recovery operation, public agencies will be flooded with requests for assistance. Resources will be and should be directed to the most vulnerable and needy members of the greater community.

2. WHEN A HURRICANE WATCH IS ISSUED

- Keep tuned to a local radio or television station for the latest National Weather Service advisories, as well as special instructions from local government.
- Check battery-powered equipment. Your battery-operated radio could be your only source of information, and flashlights will be needed if utility services are interrupted. Buy extra batteries.
- Keep your car fueled should evacuation become necessary. Also, service stations may be inoperable after the storm strikes.
- Store drinking water in clean bathtubs, jugs, and bottles as the water system may be contaminated or damaged by the storm.
- Obtain extra prescription medications and medical supplies.
- Many people board their windows or protect them with storm shutters. Windows are broken mainly from wind-driven debris. Wind pressure may break large windows, garage doors, and double-entry doors. The taping of windows **does not** keep the glass from breaking; it merely keeps broken glass in a more confined area. If desired, install hurricane

shutters/window boards on all unprotected windows. This may prevent tree limbs or debris from breaking windows.

- Secure outdoor objects that might become debris. Garbage cans, garden tools, toys, signs, porch furniture, and a number of other harmless items become deadly missiles in hurricane winds.
- Moor your boat securely well before the storm arrives, or move it early to a designated safe area. **Do not stay on the boat.**
- **LEAVE EARLY.** We are a low-lying beach area that may be swept by high tides or storm waves. When a voluntary evacuation is recommended, leave the Plantation quickly with a specific plan and a set destination. When a mandatory evacuation is ordered, the Cypress Gate will be closed and you must exit by the Main Gate and go right onto 278 West with three off-Island lanes going over the bridge. The left lane must turn on Route 46 to I-95. At this point, expect lengthy delays. Your best bet is to leave during the voluntary phase.
- **BE AWARE** that some areas may flood long before the arrival of the storm. Your escape may be further complicated by the fact that the high density population of the Hilton Head Island area may require evacuation orders to be issued earlier than one day before the storm's arrival. Don't get caught by the hurricane in your car on an open coastal road.
- If the Beaufort County Emergency Management Department advises evacuation of your area, **DO SO IMMEDIATELY.** Keep your car radio on to listen for further instructions, such as the location of emergency shelters.
- Be alert for tornado watches and warnings as tornadoes are often spawned by hurricanes. Should you receive a tornado warning, seek shelter immediately in an interior bathroom or small hall, preferably at or below ground level.
- Learn local evacuation routes and safe routes inland.
- Trim back dead wood from trees.
- Check for loose rain gutters and downspouts.
- Listen for weather updates and local information on:

97.3 FM	WAEV	Kiss FM
98.3 FM	WCGO	Big 98.3
98.7 FM	WYKZ	The River
103.1 FM	WGZO	The Drive
106.3 FM	WOAH	Rock 106.3
106.9 FM	WUBB	Country
107.9 FM	WXYY	Y 107.9

3. PREPARE EVACUATION SUPPLIES (What to pack)

Prepare to be gone for at least 48 hours. Keep your disaster supply kit in a designated place and have it ready in case you need to leave your home quickly. Make sure all family members know where the kit is kept.

Items to Consider for your Disaster Supply Kit

- Cash and Credit Cards
- For property owners: Valid SC Driver's License with your HHP address on it, your HHP Owner Photo ID Card, or a copy of your Beaufort County property tax bill to prove you live or own property on the Plantation
- Insurance policy, Name of Agent and Telephone Number
- Cell Phone
- Inventory of household contents
- Copies of family and personal records including your insurance policies and the phone number of your insurance company and agent. Phone number(s) to report an insurance claim.
- Road maps with two alternative routes to your destination
- List of temporary housing locations to include phone numbers
- Change of clothing for a 2-day minimum (several days is advisable)
- Protective clothing and sturdy shoes
- Prescription medicines
- First Aid Kit and manual
- Whistle
- Fire Extinguisher (ABC Type). Be sure everyone knows how to use your fire extinguisher(s).
- Items for infants, such as formula, diapers, bottles, and pacifiers
- Bottled water and canned beverages. You should store at least one gallon of water per person per day. A normally active person needs at least one half gallon of water just for drinking.
 - Children, nursing mothers, and ill people need more water
 - Very hot temperatures can double the amount of water needed
 - A medical emergency might require additional water
- Kitchen accessories and cooking utensils, including a can opener
- A five (5) day supply of non-perishable food
- Matches and waterproof container
- Sanitation and hygiene items (moist towelettes and toilet paper)
- Flashlight and extra batteries
- Portable radio and extra batteries
- Blankets and pillows
- A family communications plan. Your family may not be together when an evacuation is ordered, so plan how you will contact one another. Have contact information documented for each family member and make sure you let out-of-town family members know where you are going in the event of an evacuation.
- If you have a pet, see Section E for a list of pet supplies to consider.

4. WHEN A HURRICANE WARNING IS ISSUED

- Remember, if you stay, government officials, emergency responders, and aid agencies cannot and will not do everything for you. You must take responsibility for yourself, your family, your loved ones, pets, friends, and neighbors by being properly prepared ahead of time, acting responsibly and promptly, and following instructions.
- Move outdoor objects such as porch furniture, grill, garbage cans, hanging plants, etc. into garage or house.
- Store drinking water in clean containers and fill bathtubs with water should the HHP water supply be contaminated.
- Park extra vehicle(s) in garage.
- Leave a message on your answering machine so relatives and friends know when you left and where you are going. Know answering machine codes so you can retrieve messages and change recording.
- If you have a swimming pool, cover the pump filter.
- **If told to do so**, shut off water, electricity, and gas.
- Lock doors and windows before you leave.
- Complete and drop off HHP Evacuation Checkout Form at Gate as you are leaving. A drive-by drop box will be in place at the gates. **(link to Evacuation Checkout Form)**
http://www.hiltonheadplantation.com/forms/hurricane_card.doc
- Make arrangements for family members who need help in **evacuating**. If you are unable to provide for your own transportation when a mandatory evacuation is issued, the Town of Hilton Head Island Fire & Rescue Division will provide transportation. You may call 843-341-4600 to request assistance.

5. Right-of-Entry Agreement

The POA Board and Staff at Hilton Head Plantation are committed to providing a comprehensive Disaster Recovery Plan, which will serve to protect and/or mitigate damage to your homes and assets of the POA. To that end, HHP has developed a Right-of-Entry Agreement, a document that is a part of Hilton Head Plantation's Disaster Recovery Plan. This document allows HHP and its agents or contractors the right of access to your property after a hurricane or other major disaster occurs in our community.

The new Right-of-Entry Agreement is a "Pre-Planning" document (meaning that it must be on file with the POA Service Center prior to our

evacuation) and it relates to our recovery efforts should a hurricane or other natural disaster strike our community.

One of the purposes of this document is to allow HHPPOA's Reentry Task Force and HHP's specialty contractor to become first responders. HHP's specialty contractor's background provides us with the essential elements necessary to undertake a successful disaster recovery program should the need arise. Without authorization from the property owner, the POA Staff and its agents or contractors are not authorized to enter your property to attempt to minimize further damage to your structure.

Two (2) examples of damage mitigation might be to install a "blue tarp" over your roof to prevent further water damage to the inside of your home, or to remove any trees that might be leaning against your home, or that may have penetrated the structure, once again minimizing further damage.

This program is totally voluntary. If you are interested in participating, we request that you complete the Right-of-Entry Agreement on page 9 and return same to the POA Service Center, 7 Surrey Lane as soon as possible along with a \$2,000 escrow deposit (interest bearing), to ensure the POA's ability to assist you in your absence. Due to the provisions of the Patriot Act, we will need a Date of Birth and Social Security Number to open your account. This information will be held in strict confidence. These funds will only be used for the specific purpose of mitigating damage to your home. Your Right-of-Entry Agreement can be rescinded and any unused portion of your escrow is fully refundable. An invoice will be sent to you outlining all of the charges and work performed. Should your damage mitigation expenses exceed your funds on deposit, a bill outlining all of the charges and the additional amount due will be sent from the POA.

Hilton Head Plantation POA is committed to providing a sound and efficient Disaster Recovery Plan for its residents.

Please contact Dick Wirth, Director of Community Relations, or Dianne Masales, Assistant Director of Community Relations, with any questions or concerns about this program at 843-681-8800 ext. 231.



**HILTON HEAD PLANTATION
PROPERTY OWNERS' ASSOCIATION, INC.**

RIGHT-OF-ENTRY AGREEMENT

Right-of-Entry Permit Number: _____ Date: _____

Property Address/Description: _____

Right-or-Entry

I certify that I am the owner, or owner's authorized agent, of the property described above. I grant, freely and without coercion, the right of access to said property to HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION, INC., its agents, contractors, and subcontractors, for the purpose of demolishing, removing, and/or clearing any or all storm-generated debris of whatever nature from the above-described property solely for the purpose of providing access to this property and to mitigate and/or minimize any further damage to structures on the property until I, as owner, can undertake further cleanup and repairs.

Hold Harmless

I understand that this permit is not an obligation upon the ASSOCIATION to perform debris removal on your property. I agree to hold harmless the ASSOCIATION and any of their agents, contractors, and subcontractors for damages of any type whatsoever, either to the above-described property or to persons or structures situated thereon, unless such damage results solely from the wrongful acts or omissions of ASSOCIATION or its agents, contractors, or subcontractors. I release, discharge, and waive any action, either legal or equitable, that might arise by reason or any action of the above entities while removing storm-generated debris from the property.

Financial Responsibility

All costs related to the work described above are my responsibility. I understand that this Right-of-Entry Agreement must be accompanied by a check for \$2,000.00 to be valid (payable to: HHPPOA), which will be placed in an Escrow account in my name. I understand that I will be provided with a bill by the POA for any work performed in accordance with this Right-of-Entry Agreement. I also understand that the POA will provide an itemized invoice for any billable work performed on my property. If cost of the work on my property exceeds \$2,000.00, I agree to pay the difference based on such invoice.

Print Name (*Owner/ Agent*)

DOB: _____

SS#: _____

Signature

Date: _____

**PO Box 21940, 7 Surrey Lane, Hilton Head Island, SC 29925
• (843) 681-8800 • (843) 681-8801 Fax**

B. HURRICANE SHELTERS

The American Red Cross operates four (4) hurricane shelters in Beaufort County. Evacuees are reminded that pets are not allowed in the shelters because of health regulations. The shelters are:

- **Bluffton High School**, 12 H.E. McCracken Circle, Bluffton, SC 29910 (capacity 1128)
- **Battery Creek High School**, 1 Blue Dolphin Drive, Beaufort, SC 29906 (capacity 1086)
- **Bluffton Elementary School**, 160 H.E. McCracken Circle, Bluffton, SC 29910 (capacity 439)
- **Okatie Elementary School**, 1657 Okatie Highway, Okatie, SC 29909 (capacity 390)

Note: Beaufort County may use these shelters only in a Category 1 storm. No shelters are opened locally for any storm that is a Category 2 or greater. During a Category 2 storm or greater, alternate shelters will be set up in other counties. Law enforcement security will be provided at each shelter.

1. Special Needs Shelters

The following **special needs shelters** are available:

- **Beaufort Elementary School**, 1800 Prince St, Beaufort, SC 29902 (capacity 407)
- **H.E. McCracken Middle School**, 250 H.E. McCracken Circle, Bluffton, SC 29910 (capacity 358)

Note: These shelters provide limited medical assistance from nurses/attendants (such as helping patients with taking shots, cleaning a wound, changing a dressing, and basic first aid medical treatment. Patients that are on any type of equipment that requires electricity should not use this shelter, but should seek relocation to a facility that can accommodate them. **Patients using the Special Needs shelter will be required to have a capable caretaker with them.**

2. Items to Bring with you to a Shelter

The American Red Cross asks that evacuees seeking shelter bring the following items with them to the shelter:

- a) Change of clothing (enough for several days)
- b) Linens (pillows, blankets, sleeping bag, sheets, and towels)
- c) Any necessary prescription medications
- d) Flashlight and batteries

- e) Child's favorite toys, games, or comfort items
- f) Formula, diapers, and other supplies for your children
- g) Food (packaged or canned), a supply of water, and a non-electric can opener
- h) First Aid kit
- i) Credit cards and cash (for at least 3 days)
- j) List of emergency contacts

There will be no emergency responders to aid you during a storm and the hospital will be closed.

3. Pick-up Points for Evacuation

When a mandatory evacuation order has been issued:

1. You can go to any location that is off of Hilton Head Island and out of Beaufort County.
2. If you don't have reliable transportation of your own, you need to know in advance about what options are available from your neighbors or local government. Please contact Hilton Head Island's Emergency Management Office in advance at (843) 682-5156 or (843) 682-5119 if you do not have transportation off the Island so we can assist you. For major evacuations a shuttle will be provided from various locations on the Island to the Hilton Head Island Airport where residents and visitors will be transported to a public shelter.

For partial evacuations, please listen for transportation instructions from Town of Hilton Head Island Emergency Management officials.

If you have a medical condition that requires special attention or care, please contact the Hilton Head Emergency Management Office in order to provide you with assistance; preferably before an event.

The pick-up points are:

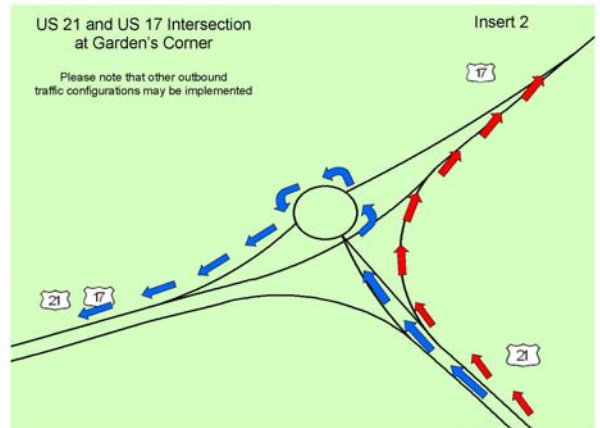
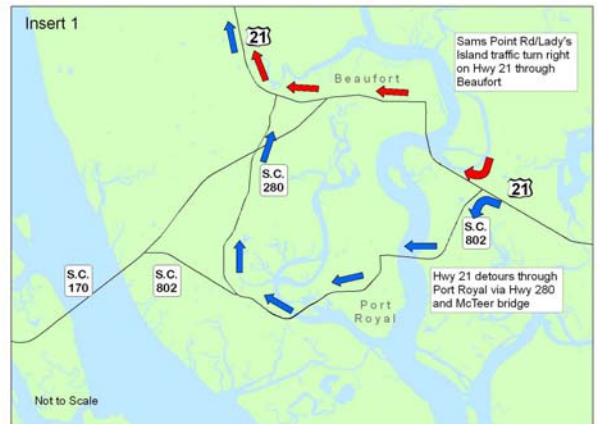
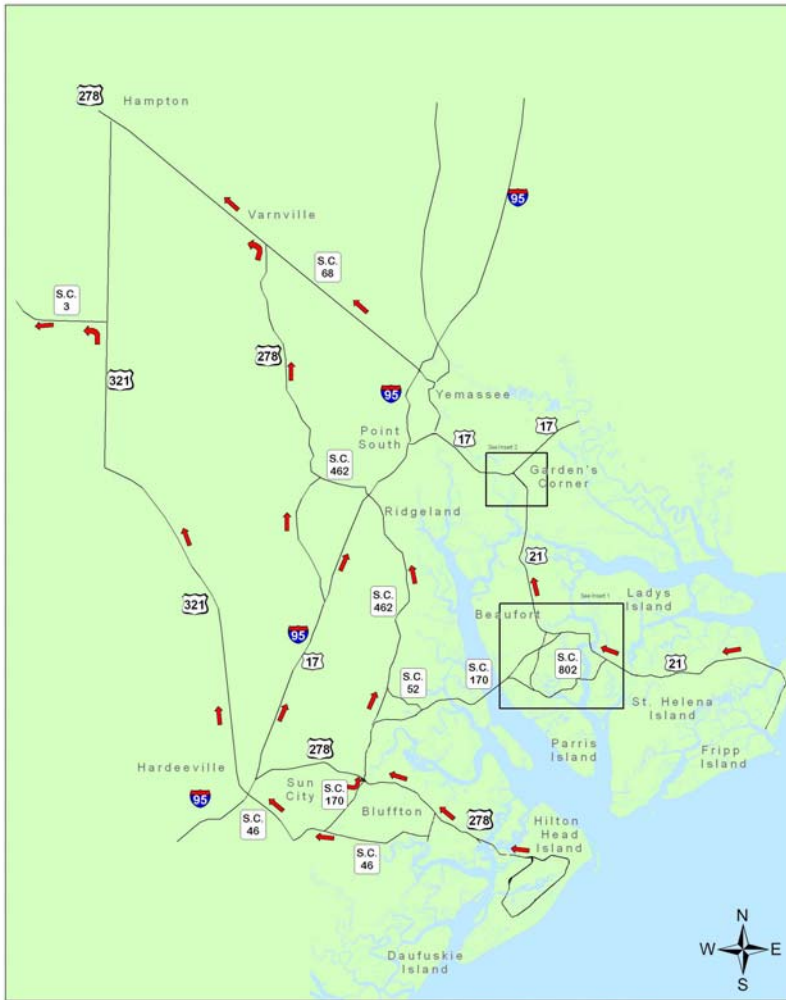
- 151 Gumtree Road (in front of the Boys and Girls Club)
- 173 Marshland Road (in front of the Elks Club)
- 430 William Hilton Parkway (in front of Pineland Station)
- 450 Spanish Wells Road (in front of Grace Community Church)
- 24 Pope Avenue (in front of Holy Family Catholic Church)
- 663 William Hilton Parkway (in front of Hilton Head Resort)

If you are going to a shelter by bus:

1. You must have photo identification
2. No furniture, alcohol, illegal drugs, or weapons
3. You cannot take pets
4. Only 1 bag or suitcase is allowed per person
5. Bring all medications and medical supplies
6. Bring special baby supplies if needed
7. Bring food and money for at least 3 days

C. BEAUFORT COUNTY EVACUATION ROUTES

EVACUATION ROUTES FOR BEAUFORT COUNTY AND SURROUNDING AREA




 Map prepared by the Beaufort County
 Emergency Management Division
April 21, 2011
 Beaufort County Hurricane Re-Entry
 Telephone Number
 1-800-963-5023

NOTE: BEAUFORT COUNTY HURRICANE REENTRY

*** TELEPHONE NUMBER * 1-800-963-5023**

D. TIME TO GO

Immediately before your evacuation departure, do the following:

- Have your departure vehicle fully fueled and loaded with needs for a minimum 7-day period. Include flashlight, water and snacks for the travel, plus prescriptions, valuables, the family pet, checkbook, cell phone with charger, etc.
- Move lawn and pool furniture indoors. Otherwise, they become windblown missiles.
- Move outside hanging plants to garage. They, too, become missiles.
- Move gas/barbecue grills to garage, and turn off gas at tank.
- Turn off gas at any outdoor propane tanks.
- Turn off the water at the shut-off valve, but first fill a bathtub with storage water. Make sure circuit breaker for hot water heater is off.
- Water inside plants. Feed your tropical fish.
- Take down flags that may be flying.
- Place tightly rolled towels at base of each outside door.
- Put up plywood covers over windows, if available.
- Close and secure outside window shutters, if available.
- Disconnect power and cable to your television sets, although keep one set on to receive last minute news and instructions.
- Disconnect power and Internet input to your computers, printers, scanners, etc.
- Turn off all lights and disconnect all electrical plugs, such as lamps, radios (keep one on for late news), small kitchen appliances, etc. You may prefer to turn off power at all nonessential circuit breakers. Leave on air conditioner and refrigerator.
- Consider placing any valuables such as photographs or other family mementos that you cannot take with you in your dishwasher. Your dishwasher is waterproof and is generally protected by countertops and side cabinets. The contents will remain dry under most circumstances.
- Close all drapes, Venetian blinds, and interior doors.

- Check storage yard for any loose or blowable items. Put trashcans in garage.
- Take a walk around your property to insure all moveable items are now inside your garage.
- Notify relevant people locally, and at your intended evacuation destination, regarding your imminent departure.
- Lock all doors and windows.
- Consider moving valuable items to higher interior elevations in your home.
- Take this Guide with you.

E. WHAT TO DO WITH HOUSEHOLD PETS

- Contact the Beaufort County Animal Control Office at 843-846-3905 for information on caring for your pets during hurricanes.
- If you plan to use an emergency public shelter, you should make other arrangements for your pet's protection and safety. The shelters will not allow pets.
- Ask dependable friends or relatives who live further inland, away from the coast or river areas, if you and your pet(s) could stay with them during a storm emergency.
- Call motels if you plan to leave your house and take your pet with you during an evacuation. You may wish to check with several local motels away from the coast or river areas. Ask if they allow pets, and if so, if there are any restrictions on size and number of pets allowed.
- Do not leave any pet(s) outside or tied up during a hurricane.
- Make certain pets are wearing collars with current ID. Use adhesive tape and an indelible pen if ID is not current, and tape to pet's collar.

- Pack a pet disaster kit in advance. It should include:
 - ✓ Pet food
 - ✓ Food and water bowls
 - ✓ Medications
 - ✓ Medical records
 - ✓ Motion sickness pills for travel
 - ✓ Sturdy leashes and/or pet carrier(s)
 - ✓ Current photo in the event of pet loss
 - ✓ Pet bed and toys, if space is available
- For birds, reptiles, and small animals, seek specific literature or check with your veterinarian.

F. WHILE YOU'RE GONE

It is the Plantation's intention that, after a disaster, our Website or toll free number **1-877-264-5267** will serve as the primary communication tools. You can gain access to the Internet and the Website by utilizing the public computers at local libraries in the location to which you have evacuated. Our Website address is: ***www.hiltonheadplantation.com***

In the event you cannot gain access to a computer, we will have our toll free number **1-877-264-5267** available for updates. Given the expected volume of calls into the area and into the Plantation, please be prepared for busy signals and delays.

G. DURING THE HURRICANE

TAKE COVER

- Remain indoors during the hurricane. Blowing debris can injure and kill. Travel is extremely dangerous. Be especially aware of the "eye" of the hurricane. If the storm center passes directly overhead, there will be a lull in the wind lasting for a few minutes to a half hour or more. At the other side of the eye, the winds will increase rapidly to hurricane force and will come from the opposite direction.

STORM SURGE

- Storm surge is a great dome of water often 50 miles wide, which sweeps across the coastline near where the eye of the hurricane makes landfall. The surge, aided by the hammering effect of breaking waves, is like a giant bulldozer sweeping everything in its path. The stronger the hurricane, the higher the storm surge. This is unquestionably the most dangerous part of the hurricane. Nine out of ten hurricane fatalities are caused by the storm surge.

FLOODS

- The floods and flash floods brought by the torrential rains of a hurricane are dangerous killers. Even though hurricanes weaken rapidly as they move inland, the remnants of the storm can bring 6 to 12 inches of rainfall to the area it crosses. The resulting floods have caused great damage and loss of life.

WINDS

- The winds of a hurricane (74 miles per hour or more) can be very dangerous. For some structures, wind force is sufficient to cause destruction. Mobile homes are particularly vulnerable to hurricane winds that can spawn tornadoes, which contribute to incredible destruction. The greatest threat from hurricane winds is their cargo of debris—a deadly barrage of flying missiles such as lawn furniture, signs, roofing, trees, siding, etc.

If a hurricane hits, don't expect recovery to be quick or easy.

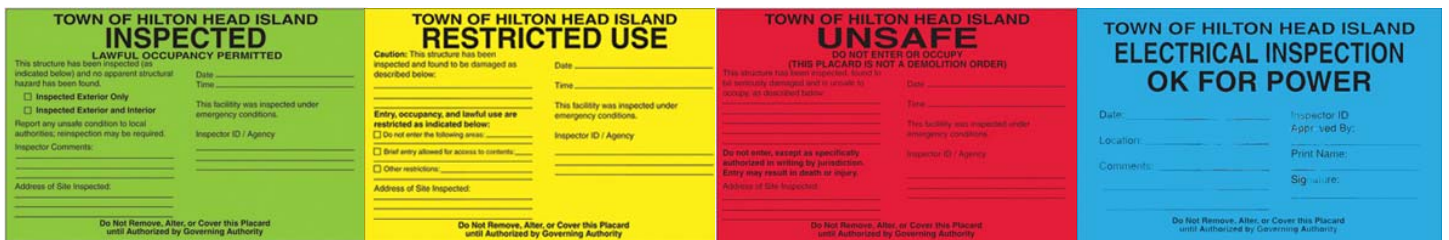
H. REENTRY

- Evacuees could be kept out of their neighborhoods for several days—maybe even a week or more—so emergency workers can assess damages. Any residents who stay can expect to be without power, phone, and water for several days to a week or more.
- If you stay, government officials, emergency responders, and aid agencies cannot and will not be able to do everything for you. You must take responsibility for yourself, your family, your loved ones, pets, friends, and neighbors by being properly prepared ahead of time, acting responsibly and promptly, and following instructions.
- State and Federal disaster assistance will seldom completely compensate you for all your losses. In many cases, the assistance will come in the form of a low-interest loan.

- All the important information you will need prior to and during a hurricane will be available from newspapers, radio, television, and weather alert monitors. Do not call 911 for information.
- When you are allowed back into your home, it will take time for relief assistance to start, for all utilities to be turned on, and for life to return to normal. Be patient.
- After a storm, be wary of strangers who want to sell you something or do work on your property. Hurricanes bring out con artists and crooks. Follow the recommendations of your insurance company.
- **Reentry will be limited to property owners only. You will need a valid Driver's License with your HHP address on it, your HHP Photo ID Card, or a copy of your Beaufort County tax bill to prove you live on the Plantation.**



- When you return, you may find that first responders will have inspected and posted a placard on every structure:
 - *Green placard:* Structure is safe to enter and repairs may begin.
 - *Yellow placard:* Structure has significant damage and only partial entry or occupancy is considered safe until repairs are made. Building permits will be required before rebuilding begins.
 - *Red placard:* Structure is unsafe and may not be entered.
 - *Blue placard:* Electrical inspection has been conducted and power may be safely turned back on.



Evacuees could be kept out of their homes for several days or even weeks. Upon return, residents may be without power, phone, and water for some time. Be sure to have non-perishable food, drinking water, candles, matches, first-aid kit, battery-operated radio, flashlights, etc. And be patient – when you are allowed back in your home, it will take time for relief assistance to start, utilities to be turned on, and life to return to normal.

To obtain current information on storm damage, road conditions, and reentry instructions, you may call or go to the Websites listed below:

1. HHP Evacuation & Reentry number: 1-877-264-5267
2. BCEM: Hurricane Hotline: 1-800-963-5023
3. HHP's Website: www.hiltonheadplantation.com
4. www.hiltonheadislandsc.gov
5. www.bcgov.net
6. Island Packet/Gazette Hotline 1-866-706-8223
7. SC DOT Traffic Info 1-888-877-9151

Other informative Websites:

Booklet of hurricane facts, storm science, Saffir-Simpson Hurricane Scale
<http://hurricanes.noaa.gov/pdf/hurricanebook.pdf>

Hurricane history – notable U.S. storms since 1900
<http://www.nhc.noaa.gov/HAW2/english/history.shtml>

Storm tracking
<http://www.nhc.noaa.gov/>
<http://www.weather.com/newscenter/hurricanecentral/>
<http://weather.weatherbug.com/hurricanes/hurricane.html>

I. General Guidelines for Safety and Clean Up Following Return to Your Home

1. DISASTER AFTERMATH

Returning home can be both physically and mentally challenging. Disasters can be dangerous even after they are over. Take the time to be cautious with food, sanitation, and especially electricity. Use a battery-powered flashlight to inspect a damaged home. (The flashlight should be turned on outside before entering—the battery may produce a spark that could ignite leaking gas, if present.)

Clean Up

- Begin clean up of your property as soon as possible.
- Contact your insurance companies.
- If you must throw away valuables, take photographs of them for insurance purposes.
- Take pictures of exterior damage to structure and trees.
- If air conditioning is not available, open all doors and windows in the house to dry and ventilate.

Food and Water

- Avoid opening the refrigerator door unnecessarily.
- DON'T drink untreated water from taps until officials give the all clear.
- DON'T eat fresh food or use spices or utensils that have been contaminated by floodwaters.
- Eat the food most likely to spoil in your refrigerator first.
- If you suspect that food has spoiled, do not eat it.
- Conserve water for cooking and washing utensils. In a large cook pot, cook canned goods in their cans by opening them, removing the label, and placing them in 2 inches of gently boiling water. Use oven mitts to avoid burning hands when lifting cans from water. Reuse that water for another meal, but don't drink it.
- Disinfect water if that is the only source of drinking water available. Boil for 5 minutes. Add 16 drops (1/4 teaspoon) of liquid chlorine bleach to a gallon, providing that the bleach contains hypochlorite as its only ingredient. Let the water stand, unopened, for one hour before drinking. Boil water from toilet (tank only) or bath for 5 minutes before using.

2. GENERAL SAFETY

- After floodwaters, wear rubber gloves when cleaning to avoid infection from sewage and other contaminants.
- Wear thick-soled shoes or sneakers at all times to avoid injury or possible infections from floodwaters.
- Do not smoke or light matches outdoors until you determine that there are no gas leaks in the area.

If you smell gas:

- **Immediately open windows and doors**
 - **Turn off the main gas valve**
 - **Leave the house**
 - **Report the leak to Security**
 - **Don't start your car**
- Be careful when walking around outdoors, and watch out for downed power lines, debris, animals, snakes, and insects.
 - Check any structure before entering. If you are not sure that it's safe, DON'T go in.

3. ELECTRICITY

If you arrive home and the power is off:

- DON'T turn on or touch electrical outlets or panel boxes if you are standing in water or if you are wet.
- DON'T call the power company to report outages. Keep the lines clear so that emergency personnel can get through.
- If not already OFF, flip the main circuit breaker to the OFF position, and do the same with all other breakers in the box.
- Be sure that the main electrical connection to your house is not damaged. (This connection is located near the meter). If it is pulled away or damaged, an electrical repairman will have to fix it before the power company will reconnect.
- If you have not already done so, unplug any appliances that use motors, such as computers, TVs, refrigerators, VCRs, washers, dryers, hair dryers, etc. If there is something wrong with the power supply, they could be seriously damaged when power returns.
- Do not connect portable generators directly into the panel box — use extension cords plugged into the generator.

When you know the power has been restored:

- Flip the main breaker to the ON position.
- Then start flipping other circuits ON, one at a time. Start with the single breakers, which carry a lighter load. If the breaker stays in the ON position, it should be OK. (If it flips back to OFF, leave it there, because you'll need an electrician to fix it.)
- Next, turn on the breakers that are hooked together, which supply power to large appliances, such as heating, air conditioning, refrigeration, etc. Don't plug in any appliance yet. Go ahead and turn on the lights.
- Once the lights are on, try to determine if they are as bright as they used to be. If they seem dimmer, there could be a faulty connection in the negative (or ground) wiring in the house. This reduced power is what could destroy machines with motors. If the lights seem too dim, IMMEDIATELY FLIP THE MAIN CIRCUIT TO OFF.
- If your lights seem as bright as usual, turn OFF the circuits for the large appliances, plug them in, and then flip the switch ON again. If the breakers stay in the ON position, your electricity is probably okay.
- Report all loose wires or exposed wires to the Security Staff.

4. SANITATION

- Hilton Head Plantation is serviced by PSD, which uses electricity to power lift pumps to move sewage. If electricity has not been restored, utilize the available port-o-potties. No electricity means NO sewer service.
- Dispose of all spoiled food in a sanitary manner.
- Check to see if sewage lines are broken before using your toilet. If they are, do not flush your toilet. To test for damaged lines, run clear water at each fixture for 5 minutes to assure adequate drainage.

5. OTHER

- Take a break from the clean up now and then, and try to conserve your energy.
- On your return to the Island, consider stopping and purchasing items you may find in short supply when you get here. For example, cleaning supplies, box fans, dehumidifiers, water, and food.

J. KNOW THE DIFFERENCE

Hurricane Watch:

Hurricane is possible within 36 hours. (Hurricane shutters may be installed.)

Hurricane Warning:

Hurricane is expected within 24 hours.

Voluntary Evacuation:

Evacuation is recommended, but not required.
The Cypress Gate is open to traffic.

Mandatory Evacuation:

Is ordered by the Governor.
Cypress Gate will be closed by order of the BCEM (Beaufort County Emergency Management).

Until the Governor rescinds Mandatory Evacuation, BCEM warns:

Reentry into HHP is prohibited.
Reentry onto the Island is prohibited.
All emergency services (ambulance and fire) will cease. 911 will not be answered.

K. PLANS FOR ARCHITECTURAL REVIEW BOARD GUIDELINES

In case of a major disaster, the Architectural Review Board has adopted procedures to expedite project review and approval, thus facilitating tree removals, repairs, and rebuilding while maintaining our general standards and guidelines. As always, the ARB and Staff intend to work closely and cooperatively with each landowner to restore our safe and secure living environment.

1. RECOVERY PLAN

- No approval is required to remove trees that are uprooted, trees that have fallen across structures, or trees that have fallen on the ground.
- Upon receipt of a written application stating “No Changes”, Staff will issue a permit to repair damage to a structure that restores it to the previously existing condition. Please complete the ARB Application for Design Review form, which is available on our Website www.hiltonheadplantation.com or come to the ARB Office for forms and instructions. No fee is required.
- ARB approval is required for minor changes or modifications from previously existing conditions (such as window/door changes). Submit plans to the ARB Office.
- Staff approval is required for repainting or reroofing your house with the same color (if acceptable). Submit the ARB Application for Design Review form (available in the ARB Office or on our Website www.hiltonheadplantation.com).
- ARB approval is required for rebuilding with proposed exterior changes and/or additions or changes required by current applicable building codes, ordinances, rules, regulations, or guidelines. All applicable ARB review procedures apply. A fee of fifty percent (50%) of the current ARB fees will apply.
- ARB meetings schedule: Depending on damages sustained, the Board may increase the normal meeting schedule for a period of time to be specified on the POA’s Website www.hiltonheadplantation.com . No applications for new construction will be reviewed until applications for damaged homes have been processed.
- HHP has copies of many HHP house plans on CD ROMs. These CDs will be transported offsite in the event of a hurricane evacuation. If you have house plans, it is recommended that you bring a hard copy of the plans with you during an evacuation or render the plans to a CD ROM so they can be easily transported and protected from the weather.

- All rebuilding approvals will be subject to the Town of Hilton Head Island's permitting process. The Town will inspect all severely damaged properties and issue a status card depending on their damage assessment. Structures damaged in excess of 50% will have to rebuild to the current Town Building Codes, including flood elevation and structural reinforcements.
- When "Design Reviews" are required, the ARB quorum may be reduced from four (4) to two (2) voting members.

2. TEMPORARY HOUSING GUIDELINES

HHP wants to expedite the repair and reconstruction of damaged housing caused by a disaster. Residents are urged to acquaint themselves with the temporary housing market in the area, such as condos, motels, or timeshares. Review your insurance to ensure you have adequate coverage for alternate living expenses.

In the event of a major disaster that includes the devastation of homes, the use of temporary housing on the property may be permitted for a period of six months. The Board may extend this period when a special need is demonstrated. Temporary housing must comply with the following guidelines:

- The use of temporary housing is limited to permanent residents who are rebuilding or repairing an existing home.
- Temporary housing is defined as travel trailers and motor homes.
- The temporary housing must be located entirely on the property owned by the resident.

L. DEBRIS REMOVAL GUIDELINES

Following a major storm, a significant amount of landscape debris may be strewn about our properties. It is the responsibility of each Property Owner to clear his/her property and bring the debris to a designated HHP or Town disposal site. HHP and/or the Town of Hilton Head, or its designated contractor, will remove **only** landscape debris from road right-of-way for disposal.

Structural and other debris removal must be contracted on an individual basis by each Property Owner. With a signed Right-of-Entry Agreement (see pages 7-9), Phillips & Jordan, Inc. can be authorized to clear your lot of debris at the Property Owner's expense. Escrow funds associated with a signed Right-of-Entry Agreement can be used for this service.

The following guidelines apply for debris removal:

- a. Place landscape debris that has fallen onto the road right-of-way in piles along the roadside. Keep it off the paved surface.
 - b. Individual homeowners are responsible for moving all other debris and segregating it as follows:
 1. Raw Garbage (*Do NOT mix household garbage with other disaster debris.*)
 2. Yard Waste from your private property (*i.e., vegetative debris such as limbs, leaves, brush, tree trunks, etc.*)
 3. Construction/Building Debris (*i.e., shingles, boards, PVC pipe, siding, metal, carpeting, non-wood building material, treated lumber, etc.*)
 4. White Goods (*i.e., appliances, air conditioners, ice makers, etc.*)
 5. Household Hazardous Waste (*i.e., bleach, gasoline, pool chemicals, cleaning supplies, motor oil, paint, etc.*) Direct all questions regarding hazardous waste to the *Town of Hilton Head Emergency Management Operations (EMO)* at 682-5156.
- NOTE:** As soon as available, the location of debris removal drop off stations and an anticipated timeline for roadway clearing may be obtained at the *HHPPOA Service Center* and will be posted on the *HHP Website* at: www.hiltonheadplantation.com
- c. Do not pile debris over water meters or fire hydrants.

