



Neighborhood Fire/Evacuation Drill Application



Neighborhood / Subdivision Name: _____

Total number of Homes/Units: _____

Applicant Information

Name: _____

Email: _____ Phone: _____

The Above Named Applicant is Submitting on Behalf of One of the Following:

HOA
 POA
 Other Organization of Authority

Organizations Name: _____

Rep Name: _____ Title: _____

Mailing Address: _____

Email: _____ Phone: _____

Meeting Venue Information

Space Available Y N
 Reserveable Y N
 Indoors Outdoors
 # of seats _____

Address: _____ Building Name: _____

Contact Name: _____ Email: _____

60% or more of the home residents must sign a roster agreeing to support a live fire drill within their neighborhood

40% or more of the home residents must agree to have a household representative participate in the live drill

50% or more of the total number of homes must have a "home Ignition Zone" assessment completed on their home prior to moving forward with a live drill

Signature: _____ Date: _____

Official Use Only

TCSO _____ APD _____ Constable Pct.. _____ ESD _____ AFD _____ County. Pct. _____ City Council _____

Explanation/Instructions

Neighborhood/Subdivision: Official name for the neighborhood/subdivision requesting a fire drill.

Number of Homes: Total number of homes within the represented subdivision/neighborhood. This number is to include ALL residences regardless of planned participation in the drill.

Applicant Information: Name and contact information for the person filling out application on behalf of the neighborhood.

Picking an Organization: Neighborhood fire evacuation drills are required to be sponsored by a formal organization with recognized authority to represent the neighborhood/subdivision. Fire evacuation drill planning and approval will normally be coordinated through a Home Owners Association (HOA) or Property Owners Association (POA). It is recognized that there are unique situations, which might not fall within either of the two aforementioned categories. Please select the box adjacent to the category applicable to your neighborhood/subdivision and furnish the contact information for the appropriate position of authority for the applicable association/organization (i.e. President or Director of Board for HOA/POA).

Meeting Venue: There is a significant amount of planning required to conduct a successful fire evacuation drill. Neighborhood education outreach and planning meetings are an essential component, which will be utilized to educate and disseminate relevant information effectively to the community. Several of these meetings will require a venue with space large enough to accommodate the residents within the neighborhood who are interested in learning more and hopefully participating in the future drill. Please provide the applicable information, if your neighborhood has a facility for meetings or access to a public venue through a formal agreement.

Acknowledgments:

- 1) "60% or more of the home residents must sign a roster agreeing they are in support of their neighborhood conducting a live-fire evacuation drill within their neighborhood". The live-fire evacuation drill will potentially create traffic congestion and other conditions which could potentially be perceived as disruptive. Buy-in from the residents of the neighborhood is critical before moving forward with the large scale exercise. The designated neighborhood coordinator will be required to circulate a roster throughout the neighborhood with a minimum of 60% of the households within the subdivision indicating by "signature" that they support the neighborhood planning and conducting a live-fire evacuation drill on a proposed date. Support for the drill does not indicate or obligate the resident to participate in the drill. THE RESIDENCE SUPPORT ROSTER WILL BE REQUIRED TO BE COMPLETED WITHIN 30 CALENDAR DAYS OF APPLICATION.
- 2) "At least 40% or more of the households must agree to have a household representative participate in the live drill". Participation by at least 40% provides for a strong foundation of experience and knowledge within your community in the event an evacuation is needed. While 100% of participation is encouraged, it is unrealistic due to a number of uncontrollable reasons. A ROSTER CONFIRMING 40% MUST BE PROVIDED 30 DAYS PRIOR TO THE SCHEDULED DRILL DATE.
- 3) "50% or more of the total number of homes are required to have had a "Home Ignition Zone" assessment completed on their home prior to moving forward with a live drill". The "Home Ignition Zone" assessment will be conducted by government employees at no charge to the residents within the neighborhood. It will require that the resident coordinate an appointment with the department performing the assessment. The Home Ignition Zone site assessment on average takes less than 30 minutes to complete. It has been recognized by industry experts as one of the most useful components of the wildfire mitigation program. Further information in regards to the planning and implementation schedule for this component will occur during the community meetings held within the neighborhood.

Signature and Date: All applications require a signature from the applicant. By providing a signature you affirm the information provided is accurate and complete.