

**The Landings Association
Marinas Hurricane Preparedness Plan
April 2009**

Purpose:

This document describes the specific actions to be taken by The Landings Marina staff and by Landings boat owners when weather forecasters predict the possibility of a hurricane in our area. It is prepared as an adjunct to The Landings Emergency Preparedness Plan and The Landings Hurricane Guide, both of which are available on the TLA website at www.landings.org. These plans provide the overall framework for island-wide preparation, including coordination between Landings agencies and CEMA, and the content of those plans will not be duplicated here.

This document supersedes The Landings Yacht Club 1999 Hurricane Preparedness Plan.

Objectives

There are several objectives for this plan, all of which are possible to achieve with proper planning, communication and execution. These objectives are:

- Prepare the marinas for high wind, high water conditions in a timely fashion.
- Alert boat owners to prepare their craft for these conditions and assist them as time and capability allow.
- Complete hurricane preparations in a timely manner that will allow marina staff adequate time to implement their personal preparations.

General Discussion

Hurricanes offer a unique advantage over most forms of natural disaster in that they are visible and can be tracked many days in advance of their arrival, with their predicted path constantly being refined. That's the good news. The bad news is that minor variations in the predicted path, or variations in the predicted intensity, can result in huge changes when they actually arrive. So a storm that is forecast to be a direct hit with high severity may fizzle, resulting in much wasted effort, or worse, a storm that is forecast to give us a glancing blow can come in and hammer us. In implementing

these plans TLA management and boat owners must play close attention to weather forecasts and tune their response accordingly. TLA will proceed with preparations assuming the more severe range of forecasted conditions. The marinas staff will proceed with its preparations with the intent of completing them and shutting down operations (SD) 48 hours in advance of the predicted landfall (LF) of the storm.

Abbreviations Used In This Document

LF – Landfall of the storm (as forecast by the US Weather Service)

SD – Shutdown of marina operations (effective at 5:00PM on SD day)

Plan Implementation

The Marinas Staff will begin implementation of this plan when directed to do so by the TLA General Manager.

Revision From Prior Policy

This plan contains a major revision relative to the previously published plans. In the 1999 plan, boat owners could move their boat to a “hurricane hole” and the marinas would send out a boat to ferry them back. Hurricane holes are no longer recommended destinations, nor will a ferry service be provided.

Personal Property Procedures

There are numerous items of personal property that many boat owners leave at the marina but outside their boats. This section of the Hurricane Plan will address the procedures and policy associated with those items.

Policy: As the Marina Staff makes its final preparations for a hurricane, unsecured personal property may be secured or discarded by the staff at their discretion. Their guiding policy will be to protect against damage due to unsecured objects and to take quick and decisive action. Boat owners must act early in the preparation cycle to remove or secure their personal property or risk having it discarded.

Examples:

Private dock boxes: These should be either bolted to a rigid platform, loaded with at least 100lbs. of sand at the bottom or otherwise secured, with

approval from the Marina Manager. Dock boxes provided by the Marinas at either Delegal or Landings Harbor are the responsibility of the Marina.

Inflatable Rafts: These should be hooked to the cable provided for them behind the workshop.

Bimini tops, outriggers, and other external rigging: It is hard to specify a precise technique for these items other than to say they must be secured to the satisfaction of the Marina Manager.

The above examples are not intended to be a comprehensive list of all personal property.

Marina Activities Timeline

The focus of activities of the marina staff will be to clear the marinas of any items that are unsecured and therefore that could become airborne and dangerous. Items must either be stowed away (such as tables and chairs) or tied down (such as building materials). Staff will also assist boat owners with some preparations if those requests are consistent with policy and made in a timely fashion. This will be discussed more fully below.

Timeframe	Marina Activities
Pre-Season	Review Hurricane Preparedness Plan for completeness. Update if any changes are required.
	Review checklist of vital material (computers, hardcopy files, cash register, other) that are to be moved in advance of a storm. Ensure that a current checklist is available.
	Ensure that boat owners have been briefed on hurricane plans and provided with a checklist for their individual actions.
	Do a walk-around of the marina facilities to ensure that there have been no changes to the environment that need to be reflected in the plan (such as construction of the kayak storage area).
SD minus 5 Days	Notify boat owners (via email or phone) that hurricane procedures have begun and owners should immediately begin their own preparations.
	Assist boat owners with their preparations. Contact owners of loose materials to request that they secure or remove the items.
	Begin clearing docks and marina areas of loose materials. Tools, lumber, pipes and other material should be properly stored or secured.
	Discontinue purchase of perishable food items.
SD minus 4 Days	Continue with boat owner assistance. Continue with clearing of materials. Furniture that is outside at Delegal should be stored indoors.
	Begin securing “non-essential” items, such as lashing jet-ski racks together.

SD minus 3 days	Continue with boat owner assistance. Continue with clearing of materials.
	Review checklist of vital equipment and files as the first step prior to removing them to a safe location.
SD minus 2 days	Continue with boat owner assistance. Continue with clearing of materials.
SD minus 1 day	Furniture that is outside at Landings Harbor should be moved indoors, or secured.
SD (as of 5PM)	Remove vital equipment and files. Secure carts and ladders and any remaining unsecured equipment.
	Perform a final walk-through to ensure that the fuel pumps are properly secured, power is set properly, boats at docks and kayaks are properly tied up, docks and marina areas are cleared of loose items and that the area has been made ready for the storm. (BRYAN - FINAL CHECKLIST NEEDED HERE)

Boater's Timeline

Timeframe	Boater's Activities
Pre-Season	Review Boater's Checklist (Appendix A) and ensure you are prepared.
	Decide (with your partners, if applicable) what actions you will take and when you will take them.
	Check your insurance coverage.
SD minus 5 days	Prepare your boat. If you have decided to move your boat, either via water or trailer, do it now.
	Remove or properly secure all personal equipment that is either in the boat or nearby. This includes things like fishing gear, bimini tops, inflatables, dock boxes and other gear. Managing these things early will greatly help the marina staff as they work through their preparations. You need to do it early, before helpful items like ladders and carts are put away and secured.
	Tie your boat to the rack, or use extra lines if you are in a wet slip.
	Remove electronics that are easily removable. Consider sealing installed electronics with duct tape as well as sealing exhaust and thru-hull ports.

Boater's Pre-Season Checklist

Equipment Needed Aboard	Location
Extra lines	
Chafe protection	
Fenders / Fender boards	
Anchors	
Swivels	
Shackles	
Duct tape	
Plugs (exhaust ports)	

Equipment To Be Removed	Storage Location
Electronics	
Dinghy	
Outboard/Fuel	
Sails	
Bimini	
Fuel	
Ship's Papers	
Fishing Gear	

Final Hurricane Preparation Checklist	
	Arrange dock/rack lines
	Add chafe protection
	Use extra fenders / fenderboards as needed
	Put duct tape on windows and hatches
	Insert plugs in engine ports
	Strip bimini, sails, life rings, etc.
	Disconnect shore power
	Close fuel valves
	Close all but the cockpit seacocks
	Turn off power