

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS**

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Information Bulletin 2010-02 (MP, SOP)

**TO: MP/SOP Local Enforcement Agencies (LEAs)
Local Building Officials
Interested Parties
Division Staff**

**SUBJECT: 2009 LEGISLATIVE CHANGE REQUIRING ALL MOBILEHOME AND
SPECIAL OCCUPANCY PARKS TO HAVE AN EMERGENCY
PREPAREDNESS PLAN**

This Information Bulletin is to provide notification of recent legislation that requires all parks to adopt an emergency preparedness plan by September 10, 2010.

Senate Bill 23, Padilla (Chapter 551, Statutes of 2009) amended sections 18603 and 18871.8 of the Health and Safety Code. These amendments require all mobilehome and special occupancy parks to have an emergency preparedness plan in effect by September 10, 2010.

The plan adopted by a park may be written to comply with either the guidelines for emergency procedures and plans as contained in the *Emergency Plans for Mobilehome Parks* booklet, or a plan that is developed by park management comparable to the procedures and plans specified in the *Emergency Plans for Mobilehome Parks*. Be aware the *Emergency Plans for Mobilehome Parks* booklet is not in itself an emergency plan. It is only a guide for preparing your park's plan. The Emergency Plans for Mobilehome Parks booklet is available on our website at www.hcd.ca.gov/codes/mp.

All parks must have the emergency preparedness plan adopted and approved by the respective park enforcement agency by September 10, 2010 in order to obtain the park's Permit-to-Operate. In order to obtain approval of the plan from the enforcement agency, documentation must be submitted that includes at least all of the following:

- a copy of the actual plan available to the residents;
- the location of the posted notice in the park that describes how the residents may obtain the plan;
- a copy of the notice distributed to residents describing where information may be obtained from state and local emergency preparedness agencies including, but

not limited to, the California Emergency Management Agency;

- written verification by the park operator that all residents have received notification on how to obtain a copy of the plan and the above information.

Failure to adopt a plan by September 10, 2010 is a violation constituting an unreasonable risk to life, health, or safety requiring correction by park management within 60 days. Additionally, as part of the requirements for the Permit-to-Operate renewal, any park's application for a Permit-to-Operate that does not have an approved plan is incomplete and normal penalty fees will accrue if a plan is not approved by the renewal date.

If you wish to review the contents of the legislation, it is available by clicking [here](#) or by going to the Legislative Information website at www.leginfo.ca.gov, then choose BILL INFORMATION, make certain the SESSION is 2009 and enter SB 23 in the search area. Select the proper bill (SB 23 - Padilla) and then choose the "Chaptered" version of the bill in the format of your choice.

Questions regarding the Mobilehome Parks and Special Occupancy Parks Act requirements should be directed to the Mobilehome and Special Occupancy Parks Program at (916) 445-9471.

A handwritten signature in black ink, appearing to read "Kim Strange", with a long horizontal flourish extending to the right.

Kim Strange
Deputy Director