

Jurisdiction(s):

Title of Plan:

Date of Plan:

Determination: Approved – Criteria Met / Plan Adopted
 (Check one) Not Approved – Criteria Met / **Plan Not Adopted**
 Not Approved – **Criteria Not Met** / Plan Adopted or Not Adopted

The plan determination was based upon the review of each of the following plan criteria, excluding the shaded criteria, as required in 44 CFR Part 201. For a local plan to receive FEMA approval, all plan criteria must receive a Satisfactory (S) or Outstanding (O) rating and the plan must be adopted by the governing body. An Unsatisfactory (U) rating indicates the criteria was not addressed and the Needs Improvement (N) rating indicates addition information is needed to met the criteria.

	U	N	S	O
3.1.1* Adoption by the Local Governing Body				
3.1.2 Multi-Jurisdictional Plan Adoption				
3.1.3 Multi-Jurisdictional Planning Participation				
3.2.1 Documentation of Planning Process				
3.3.1 Identifying Hazards				
3.3.2 Profiling Hazard events				
3.3.3 Assessing Vulnerability: Identifying Assets				
3.3.4 Assessing Vulnerability: Estimating Potential Losses				
3.3.5 Assessing Vulnerability: Analyzing Development Trends				
3.3.6 Multi-Jurisdictional Risk Assessment				
3.4.1 Local Hazard Mitigation Goals				
3.4.2 Identification and Analysis of Mitigation Measures				
3.4.3 Implementation of Mitigation Measures				
3.4.4 Multi-Jurisdictional Mitigation Strategy				
3.5.1 Monitoring, Evaluating, and Updating the Plan				
3.5.2 Implementation through Existing Programs				
3.5.3 Continued Public Involvement				

* The numbers correlates to the system used in the FEMA "Regional and State Mitigation Planning Workshop – Student Manual."

Comments:

Please refer to the attached Local Hazard Mitigation Plan Review Worksheet for additional information and comments on each criteria.

FEMA Reviewer:

Date:

FEMA Mitigation Plan Manager:

Date:

Jurisdiction:

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3.1.1 Adoption by the Local Governing Body	NOT MET	MET
Requirement §201.6(c)(5) <i>[The local hazard mitigation plan shall include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council)...</i>		
A. Does the local plan identify who the appropriate approving entity/person is given their form of local government?		
B. Is the local plan approved by that entity/person?		
C. Is supporting documentation such as a resolution included?		

Comments:

3.1.2 Multi-jurisdictional Plan Adoption	NOT MET	MET
Requirement §201.6(c)(5) <i>For multi-jurisdictional plans, each jurisdiction requesting approval of the plan must document that it has been formally adopted.</i>		
A. Does the plan indicate the specific jurisdictions are being represented in the plan?		
B. For each jurisdiction, does the local plan identify who the appropriate approving entity/person is given their form of local government?		
C. Is the local plan approved by each jurisdictions appropriate entity/person?		
D. Are supporting documentations such as resolutions included?		

Comments:

3.1.3 Multi-jurisdictional Participation	NOT MET	MET
Requirement §201.6(a)(3) <i>Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process... Statewide plans will not be accepted as multi-jurisdictional plans.</i>		
A. Does the plan identify how each jurisdiction participated in the plan's development?		

Comments:

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3.2 PLANNING PROCESS

3.2.1 Documentation of the Planning Process

Requirement §201.6(c)(1): *[The plan **must** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

U	N	S	O

Satisfactory Criteria Requirements:

- A. Does the plan **provide a narrative description** that explains the plan's development process, including who led the development at the staff level and any external contributors such as contractors?
- B. Does the plan list who was involved and how they contributed to the planning process? (e.g., participated on plan committee, provided information, reviewed drafts)
- C. Does the plan indicate how the public was involved?

Outstanding Rating (not required):

- D. Did the planning process include a cross section of community stakeholders?
- E. Did the planning process successfully involve the public in a manner the increased the quality of the plan or the public support for the plan?
- F. Were the individuals involved policy or decision makers for the entities they represented?

Comments:

3.3 RISK ASSESSMENT

3.3.1 Identifying Hazards

Requirement §201.6(c)(2)(i): *[The risk assessment **shall** include a] description of the type ... of all natural hazards that can affect the jurisdiction...*

U	N	S	O

Satisfactory Criteria Requirements:

- A. Does the plan include a **description** of the types of **all hazards** that affect the jurisdiction?
DESCRIPTION – a narrative description that explains the characteristics of each hazard that affects the jurisdiction (e.g. for flooding hazard, is the flooding coastal flooding, riverine flooding, stormwater flooding, etc).
ALL HAZARDS – means reasonably probable natural hazards. For most northwest United States communities, the probable hazards include flood, earthquake, wind, and fire, and depending on the community may also include tsunamis, volcano, and winter storms.

Outstanding Rating (not required):

- B. Does the plan describe the sources used to identify the hazards?
- C. Does the plan indicate any data limitations?
- D. Does the plan provide an explanation for eliminating any hazards from consideration?
- E. Does the plan identify human caused hazards such as hazardous materials or terrorism?

Comments:

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3.3.2 Profiling Hazard Events	U	N	S	O
Requirement §201.6(c)(2)(i): <i>[The risk assessment shall include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.</i>				
Satisfactory Criteria Requirements:				
A. Does the risk assessment identify the location of each hazard being addressed in the plan? At a minimum, the location must be defined in a general matter understandable to community decision makers and residents (e.g., along the Green River, in the Northwest area, in the Summerset Subdivision)				
B. Does the risk assessment identify the extent of each hazard being addressed in the plan? At a minimum, the extent must be provided in terms of the area over which the hazard covers, especially relative to the total area of the community				
C. Does the plan provide information on the previous occurrences of each natural hazard? Previous occurrences – Any commonly known history occurrences should be included, and all disasters that resulted in a local, state or federal disaster declaration. Information – narrative or table format with known and available details (e.g. location, losses)				
Outstanding Rating (not required):				
D. Is the location of the natural hazard specifically defined?				
F. Is the quality of information on the extent above average?				
G. Does the plan include a composite map of hazards that documents the local and extent of the hazards?				
H. Does the plan document the sources of the information on location, extent, and previous occurrences?				
I. Does the plan include information on technological hazards or human caused disasters (e.g., terrorism, violence in schools, catastrophic railway accidents)?				

Comments:

3.3.3 Assessing Vulnerability: Identifying Assets	U	N	S	O
Requirement §201.6(c)(2) (ii)(A): <i>[The risk assessment shall include a] description of the jurisdiction’s vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community. The plan should describe vulnerability in terms of:§ The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas...</i>				
Satisfactory Criteria Requirements:				
A. Does the plan include an overall summary description of the jurisdiction’s vulnerability to the hazards?				
B. Does the plan address the impacts of the hazards on the community?				
Outstanding Rating (not required):				
C. Does the plan provide information on the types and numbers of vulnerable buildings, infrastructures, and critical facilities?				
D. Does the plan address the vulnerability to future buildings, infrastructure, and critical facilities based on current planned development or anticipated areas of growth within the community?				
E. Does the plan identify the jurisdictions’ repetitive loss areas/structures?				

Comments:

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3.3.4 Assessing Vulnerability: Estimating Potential Losses

*Requirement §201.6(c)(2) (ii)(B): [The plan **should** describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate...*

U	N	S	O

Satisfactory Criteria Requirement:

A. Does the plan identify vulnerability assets as required in Part 201.6 (c)(ii)(A)?

Outstanding Rating (not required):

B. Does the plan provide an estimate of potential dollar losses to vulnerable structures?

C. Does the plan include a description of the methodology used to prepare the estimate?

Comments:

CRITERIA NOT REQUIRED

3.3.5 Assessing Vulnerability: Analyzing Development Trends

*Requirement §201.6(c)(2) (ii)(c): [The plan **should** describe vulnerability in terms of providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.]*

U	N	S	O

Satisfactory Criteria Requirement:

A. Does the plan describe the vulnerability to hazards as required in 201.6(c)(ii)(a)?

Outstanding Rating (not required):

B. Does the plan describe land use and development trends within the community?

C. Does the plan describe the related vulnerability so that mitigation options can be considered in future land use decisions?

Comments:

CRITERIA NOT REQUIRED

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3.4.3 Implementation of Mitigation Measures

Requirement §201.6(c)(3) (iii): *[The mitigation strategy section shall include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.*

U	N	S	O

A. Does the mitigation strategy include how the actions will be prioritized?

B. Does the mitigation strategy address how the actions will be implemented? (i.e. existing resources and potential future resources)

C. Does the mitigation strategy address how the actions will be administered?

D. Does the mitigation strategy reflect an emphasis on the use of cost-benefit analysis?

Comments:

3.4.4 Multi-jurisdictional Mitigation Strategy

Requirement §201.6(c)(3) (iv): *For multi-jurisdictional plans, there must be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.*

U	N	S	O

A. Does the plan include separate, identifiable action items for each jurisdiction requesting FEMA approval or credit of the plan?

Comments:

3.5 PLAN MAINTENANCE PROCEDURES

3.5.1 Monitoring, Evaluating, and Updating the Plan

Requirement §201.6(c)(4)(i): *[The plan maintenance process shall include a section describing the] method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.*

U	N	S	O

A. Does the plan describe the method for monitoring the plan? (i.e. both staff position responsible for monitoring and the department overseeing the monitoring)

B. Does the plan describe a schedule for monitoring, evaluating, and updating the plan within the five-year cycle?

Comments:

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3.5.2 Implementation Through Existing Programs

Requirement §201.6(c)(4) (ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate...

U	N	S	O

Satisfactory Criteria Requirements:

A. Does the plan identify other local planning mechanisms available for incorporating the requirements of the mitigation plan?

B. Does the plan include a process by which the local government will incorporate the requirements in other plans, when appropriate?

Outstanding Rating (not required):

C. Does the plan include a timeframe or schedule for incorporating the plan into other planning mechanisms?

Comments:

3.5.3 Continued Public Involvement

Requirement §201.6(c)(4) (iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.

U	N	S	O

A. Does the plan explain how continued public participation will be obtained? (e.g., public notices, an on-going mitigation plan committee, annual review meeting with stakeholders).

Comments:

– END REVIEW CHECKLIST –