

**Section VII – Plan Implementation, Review and Updating**

201.6(c)(4)(i)

**A. Review and Updates**

It is the responsibility of the Hazard Mitigation Plan Steering Committee, identified in Section II of this plan, to insure that a process and resources for evaluating and updating the Yates County Multi-Jurisdiction Hazard Mitigation Plan are implemented. Under the leadership of the Chair of the Yates County Legislature, and with the support and participation of the Chair of the Public Safety Committee, the Yates County Administrator and the Emergency Management Director, it is the responsibility of the Steering Committee to meet as appropriate and take actions necessary to insure the plan is maintained and updated. The Steering Committee shall meet at least annually, or more often if necessary, to review the status of the plan and any requirements for modifying or updating the plan.

The review of the Hazard Mitigation Plan shall include an evaluation of the following areas.

- ✓ Reassess the role, influence and success of the Steering Committee; including the composition and participation of its members and the Committee's ability to exercise leadership that leads to implementation of Hazard Mitigation goals and objectives outlined in Section VI, C
- ✓ Evaluate the status, progress, problems and schedule associated with each of the Hazard Mitigation Goals and Objectives
- ✓ Review the role, progress and capabilities of the primary and supporting jurisdictions, agencies and officials responsible for implementing each of the Hazard Mitigation Goals and Objectives
- ✓ Reassess the hazards, risk and vulnerability assessments included in the plan to determine if changes or modifications are needed. Base the evaluation on new or modified data and information available and changes to existing resources and capabilities
- ✓ Insure that citizen and public participation are incorporated in the planning process, including public involvement in the implementation of project goals, plan updates and modifications

The Steering Committee shall meet at least annually to review and update the plan, but the following situations or conditions will require that the Steering Committee meet more frequently to evaluate plan issues, reviews and updates.

- ✓ There are significant changes related to risks, vulnerabilities and capabilities associated with any of the 12 hazards relevant to Yates County.
- ✓ There are changes associated with the risks, vulnerabilities and related factors for hazards previously not considered relevant that require reevaluation or consideration by the Steering Committee.
- ✓ A disaster or emergency occurs and a timely review or evaluation is necessary to determine if hazard mitigation resources would contribute to the recovery; or if elements of the hazard mitigation plan and mitigation goals and objectives included in the plan should be modified.
- ✓ Problems are identified that impede or threaten timely and successful progress toward implementation of any of the Hazard Mitigation goals and objectives included in Section VI, C.
- ✓ There are changes to key personnel responsible for implementation of hazard mitigation goals and objectives; including those on the Steering Committee and those representing participating jurisdictions and support agencies.
- ✓ Grants, funding or resources become available that require immediate action or support by the Steering Committee to insure applicable goals and objectives are addressed.

**B. Monitoring**

It is the responsibility of the Yates County Emergency Management Director to monitor activities and requirements, and establish a process for gathering and collecting information needed to evaluate, maintain and update the plan. The Emergency Manager shall use this information to provide recommendations to the Steering Committee regarding the status of the plan and requirements for updating the plan.

In monitoring requirements to review and update the plan, and in reporting to the Steering Committee, the Emergency Manager should work with and seek input from the following officials and representatives or others as appropriate.

Yates County Public Safety Committee  
Municipal Officials and Representatives  
Local Highway and Public Works  
County Planning Director  
Soil and Water Conservation District

Yates County Administrator  
Local Emergency Planning Committee  
Sheriff, Police and Fire Chiefs  
Public Health Director

Plan monitoring should focus on the following issues.

- ✓ The status, progress and any problems associated with each of the hazard mitigation goals and objectives included in Section VI, C
- ✓ Maintain contact and collect information about hazard mitigation goals, objectives and issues from representatives of participating jurisdictions and supporting agencies
- ✓ Monitor information about hazard mitigation resources and funding that can be used to implement hazard mitigation goals and objectives
- ✓ Monitor changes related to risks, vulnerabilities and capabilities associated with hazards relevant or potentially significant to Yates County
- ✓ Insure that citizen and public participation are incorporated in the planning process, including public involvement in the implementation of project goals, plan updates and modifications

**C. Participating Jurisdictions and Agencies**

1. Planning Contact

Each participating jurisdiction, department and agency listed in Section II of this plan shall provide a representative and actively participate in evaluation and review of the plan. Each jurisdiction, department and agency will maintain a primary Planning Contact, as noted in Section II of this plan, that is available to provide the local or agency coordination needed to address issues and activity related to the Plan. The jurisdiction or agency shall also insure that contact information about the current and active representative is maintained with the Yates County Emergency Management Director and available to the Steering Committee.

2. Local Hazard Mitigation Plan Review

***-- Monitoring Plan Goals and Objectives --***

Each participating municipal jurisdiction shall continuously monitor progress associated with successful implementation of the hazard mitigation goals and objectives identified for their jurisdiction in Section IV, C and Table 6-3b of this plan. Anytime there are significant changes or problems related to implementation of applicable hazard mitigation goals - and least annually - the jurisdiction will review the status of local goals and projects identified in the plan. The results of the annual or interim reviews; including a summary of any achievements, problems, schedule changes or modifications shall be reported to the Yates County Emergency Manager for review and plan updating by the Steering Committee.

**Table 7-1 Plan Review and Update Report**

The following format can be used to report progress and issues associated with applicable mitigation goals and objectives to the Emergency Manager and the Steering Committee.

Yates County Multi-Jurisdiction Hazard Mitigation Plan -- Plan Review and Updating Report --	
Jurisdiction:	
<i>Refer to Goals and Objectives listed in Section VI, C and Table 6-3b</i>	
Goal and Objective #:	Review Date:
Title or Description:	
<i>Report the status, achievements, problems and modifications associated with the following:</i>	
Description, Definition, Design or Scope of the Project:	
Leadership, Staffing or Assigned Responsibilities for Implementing the Objective:	
Schedules, Milestones, Delays and Target Dates Associated with the Project:	
Issues Related to Project Costs, Budget and Funding:	
Other Indicators of Project Success, Difficulties or Modifications:	
Organizational, Political and Public Concerns or Issues:	
Other Comments, Findings or Requirements:	

**Table 7-2 Identification of New Projects**

The following format can be used to identify new hazard mitigation goals or projects that are being considered which should be included in the hazard mitigation plan.

<b>Hazard Mitigation Project Proposal Worksheet</b>		
<b>Sponsoring Jurisdiction:</b>		
<b>Project Description:</b>		
<b>Location(s)</b> - site, road(s), stream, facility, structures, area, etc. - include diagrams, sketches, maps, drawings, if appropriate		
<b>Cost Estimate:</b> Low: (less than \$100,000)    Medium: (\$100,000 - \$500,000)    High: (more than \$500,000)		
<b>Funding Source or Requirements:</b>		
<i>Attach Documents, Studies, Reports and Data, if available</i>		
<b>Lead Agency or Department:</b>		
<b>Contact Person (Tel. &amp; email):</b>		

Typical hazard mitigation project proposals that appear in mitigation plans statewide include the following. Proposals must generally be cost-effective and environmentally sound.

1. Permanent storm drainage improvements; increased capacity, culverts, pipes, catchbasins
2. Permanent solutions for streambank erosion, stabilization and protection
3. Structural flood control or protection; such as berms, diversions channels and retention areas
4. Systems for stream debris collection, removal and management
5. Hill and landslide stabilization, bank stabilization, erosion control
6. Installation of back flow valves and flap gates
7. Retrofitting public facilities and private properties; such as elevating buildings above flood elevations, filling-in basements, providing open flow access in structures below flood level, and raising the elevation of electronics, controls, heating and related utilities
8. Acquisition or relocation of public and private properties that remove the structure from a flood hazard area
9. Public education, awareness and notification
10. Communications, security and safety improvements
11. Strengthening floodplain management programs and capabilities
12. Proposals that limit or prevent damage to properties and reduce future insurance claims
13. Development and adoption of local mitigation standards and codes to reduce or eliminate risks
14. Strengthening and amending local codes and ordinances to enhance hazard protection
15. Development of inter-jurisdiction stormwater management plans
16. Inter-jurisdiction, shared resource stream debris clearance and maintenance

***-- Monitoring Public Participation --***

Public participation and citizen input are important to a successful hazard mitigation program and vital to the implementation of goals and objectives outlined in the plan. In both annual and interim reports, local jurisdictions should include a review of how citizen participation has been incorporated into local hazard mitigation activities. Factors and considerations related to public participation would include, but are not limited to the following.

- Public comments and input documented at local meetings and hearings
- Citizen participation in local forums, workshops and out-reach sessions
- Presentations and briefings provided by local and other public officials
- Meetings with residents during site visits and field work
- Inquiries made by citizens to municipal officials and at municipal offices
- Information posted to and available to the public on websites and related media

-- Local Participation in County Multi-Jurisdiction Objectives --

Aside from hazard mitigation objectives in Section VI, C that target specific action by certain jurisdictions, there are county-wide or multi-jurisdiction objectives that require active participation and input by all municipalities. High priority planning, development and natural hazard prevention objectives that require continuous monitoring and active involvement by all jurisdictions and local leaders are summarized in the following table.

**Table 7-3 Multi-Jurisdiction Objectives**

High Priority Multi-Jurisdiction Objectives	
<p><b><u>Goal 1, Objective 7</u></b></p> <p><b><i>Local Incentives for Hazard Prevention Development</i></b></p>	<p>Enact local initiatives, programs and public incentives that will encourage private property owners and developers to implement hazard mitigation measures. Examples that have successfully been applied in communities elsewhere include:</p> <ul style="list-style-type: none"> <li>• Tax reductions or other incentives for landowners that leave buffers or green areas along streams</li> <li>• Incentives that allow storm water projects to be built on private property for the protection of downstream residents</li> <li>• Creation of special ‘drainage or stream tax districts’ to fund stream maintenance and other vital flood mitigation improvements in vulnerable areas</li> <li>• Construction of retention basins or wetlands that will reduce flooding and erosion</li> <li>• Streambank stabilization and protection</li> <li>• Water conservation and groundwater protection that safeguard water supplies and enhance wildlife habitat</li> </ul>
<p><b><u>Goal 1, Objective 9</u></b></p> <p><b><i>Land-Use Management</i></b></p>	<p>Develop more effective zoning and land use tools that will strengthen the community’s ability to manage development and growth in a way that assures protection from flooding and other natural hazards. This can include programs and requirements that address the following areas.</p> <ul style="list-style-type: none"> <li>• Better identification of floodplains and flood prone areas</li> <li>• Education for public officials and citizens regarding the effectiveness or ‘pay-offs and benefits’ associated with protective regulations and local enforcement</li> <li>• Stronger local ‘Site-Plan Review’ processes that address drainage, flooding, watershed and water quality issues</li> <li>• Development and implementation of storm water management programs consistent with the requirements of local MS4 permits</li> <li>• Municipal cooperation in the development and management of hazard reduction programs that can increase effectiveness and reduce costs</li> </ul>

**D. Schedule**

The Multi-Jurisdiction Hazard Mitigation Plan can be updated at any time. Regular updates are recommended to insure that goals, projects, activities and responsibilities outlined in the plan are current, accurate and applicable.

The Steering Committee and each participating jurisdiction shall review the plan at least annually and that review should include an evaluation of the status and applicability of goals and projects outlined in Section VI, C and referenced in Table 6-3b

The Disaster Mitigation Act of 2000 requires that Hazard Mitigation plans be updated every five years in order for participating jurisdictions to remain eligible for hazard mitigation project funding. This must be a comprehensive multi-jurisdiction update that follows planning standards required by the Disaster Mitigation Act and FEMA. Annual reviews, or more frequent updates, by the Steering Committee and each participating jurisdictions are necessary to meet basic maintenance standards set forth in this plan, but these local reviews alone will not meet requirements for the five-year comprehensive update. The five-year comprehensive update can take up to one-year to complete, so the Steering Committee will need to begin organizing the update process at least one year in advance.

**E. Continuing Public Participation** 201.6(c)(4)(iii)

Public participation, review and input are essential to successful preparation and updating of the Multi- Jurisdiction Hazard Mitigation Plan. Public participation in plan implementation, monitoring and updating will be assured in the following ways.

- The plan is available for public review and comment on the Yates County website, at the Yates County Emergency Management Office and each Town and Village municipal office.
- The Steering Committee urges that local elected officials, community leaders and representatives seek citizen comments, recommendations and participation – from individuals, community organizations and interest groups - in the hazard mitigation planning process.
- Annual or interim reports by local jurisdiction representatives should address ongoing public participation activities related to hazard mitigation planning and implementation of hazard mitigation goals and objectives

- The best public participation opportunities are often linked with organized citizen groups that have related interest in hazard mitigation and community improvements. Local officials should monitor and report on public involvement in meetings and activities sponsored by the following supporting organizations. The members, directors and staff of these groups are primarily citizens, property owners and others active in community affairs that have ongoing relationships with local elected officials and agency representatives responsible for hazard mitigation plan maintenance.

Yates County Planning Board  
 Canandaigua Lake Watershed Council  
 Keuka Lake Watershed Improvement Cooperative  
 Keuka Lake Association  
 Finger Lakes – Ontario Watershed Protection Alliance  
 Yates County Industrial Development Association (IDA)  
 Finger Lakes Economic Development Center  
 Cornell Cooperative Extension of Yates County  
 Yates - Finger Lakes Tourism Alliance  
 Yates County Ag and Farmland Protection Board (AFPB)  
 Friends of the Outlet Trail

As noted in the introduction to this plan, Yates County is best known for its sparse population and rural, small-town character. As a result of the strong community ties and integrated involvement of citizens and leaders among government and civic organizations in the community, ample means and opportunities are available to insure the public is aware of goals set forth in the hazard mitigation plan, and to be certain that public input and opinions will be heard as the plan is implemented and updated. Those responsible for insuring successful implementation of the hazard mitigation plan – including members of the Steering Committee, agency leaders and local government representatives – are either members of the groups listed above, or they know the leaders and associates of these organizations very well. Further strengthening the lines for feedback and cooperation is the recognition that local elected and government officials in Yates County, including those responsible for maintaining the hazard mitigation plan, are also members of their local volunteer fire departments, civic and veterans clubs, school boards and other community interest groups. This kind of integrated community networking and cross-cultural participation provides a valuable and productive platform to promote and sustain public contributions in the hazard mitigation plan. It is the responsibility of the Steering Committee and the local jurisdiction representatives to insure this kind of comprehensive community involvement and public participation is captured in the annual and interim reports noted above in part C. 2. (Local hazard Mitigation Plan Review), so that citizen involvement can be incorporated in plan revisions and updates.

**F. Coordination with other Plans and Policies**

201.6(c)(4)(ii)

Implementation of goals and projects outlined in the Hazard Mitigation plan and review of the plan should always insure that proposals remain consistent with objectives and policies established in other local plans. Similarly, when provisions and programs outlined in other local plans and policies are implemented or updated, they should acknowledge and be consistent with objectives and proposals established by the Hazard Mitigation Plan. This should include local comprehensive master plans, zoning, regulations and ordinances as outlined in the table in Section V.I.1 of this plan ‘Development Management Tools’. Projects and plan updates should also examine consistency among the Hazard Mitigation plan and other local development plans as listed below and outlined in Section V.I.1. and Section II.F. of this plan ‘Review of Existing Plans’.

- County and Local Comprehensive Emergency Management Plans
- Yates County Looking Ahead – A Planning and Design Guide (1990)
- Route 14A Corridor Study (2006)
- Waterfront Revitalization Program (2008)
- Keuka Lake Watershed Land Use Guide (2009) and Keuka Lake Outlet Study (2005)
- Yates County Agricultural Development and Farmland Enhancement Plan (2004)

**G. Plan Implementation Strategies**

The Yates County Hazard Mitigation Plan will be included as an appendix to the County Comprehensive Emergency Management Plan and included as a part of each local emergency response plan. Yates County and each participating jurisdiction should also emphasize and include references and links to the Multi-Jurisdiction Hazard Mitigation Plan in other local plans and documents where appropriate.

Many goals and projects described in the plan are multi-jurisdictional efforts that will require integrated leadership, planning and resources from a number of governmental levels and agencies. In these instances, one or two key local representatives often take or share a leadership role, while other interests and participants serve on an existing or ad-hoc team or committee that will guide implementation of the proposal. Other objectives and initiatives included in the plan are specific to a certain municipality or agency, where it is expected that leadership for these targeted objectives would come from the municipality or agency sponsoring the improvement; even though most of these activities still require participation and support, and funding, from multiple governments and sources.

It is important that goals, projects and priorities established by the Hazard Mitigation Plan be reviewed and considered when the county and local governments prepare annual operating budgets, capital improvement programs, economic development initiatives, land use policies and strategic management plans.

The county is considering establishing protocols for capital development and improvements that would require county projects be reviewed for hazard vulnerability, hazard resistant design and site planning. The county could also work with municipal governments to enact similar provisions, including strengthened local codes and standards that encourage hazard resistant design of structures and sites. Such actions could be particularly effective when designing community infrastructure and critical facilities such as government buildings, water and wastewater systems and emergency facilities.

The county will also work with each municipality to encourage that jurisdictions develop a process to ensure hazard vulnerability and mitigation are considered when approving private land-use, zoning and development.