

APPENDIX A:

LOCAL MITIGATION PLAN REVIEW TOOL

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- The Regulation Checklist provides a summary of FEMA's evaluation of whether the Plan has addressed all requirements.
- The Plan Assessment identifies the plan's strengths as well as documents areas for future improvement.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of the each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

Jurisdiction: Lake County, Ohio	Title of Plan: Lake County 2016 Multi-Jurisdictional Hazard Mitigation Plan	Date of Plan: June 13, 2016
Local Point of Contact: Mr. Larry Greene	Address: 8505 Garfield Road, P.O. Box 480 Mentor, Ohio 44061	JH Consulting, LLC 304.473.1009
Title: Director		
Agency: Lake County Emergency Management Agency		
Phone Number: 440.350.5499	E-Mail: Larry.Greene@lakecountyohio.gov	

State Reviewer: Dean W. Ervin, Sr. Luan Nguyen	Title: State Mitigation Planner State Mitigation Planner	Date: July 6, 2016 January 30, 2017
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FEMA Reviewer: Steve Greene	Title: HM Community Planner	Date: 8/17/2016; 11/25/2016; 3/2/2017
Date Received in FEMA Region (insert #)	7/6/2016; 10/17/2016; 2/2/2017	
Plan Not Approved		
Plan Approvable Pending Adoption	XX	
Plan Approved		

SECTION 1: REGULATION CHECKLIST

INSTRUCTIONS: The Regulation Checklist must be completed by FEMA. The purpose of the Checklist is to identify the location of relevant or applicable content in the Plan by Element/sub-element and to determine if each requirement has been 'Met' or 'Not Met.' The 'Required Revisions' summary at the bottom of each Element must be completed by FEMA to provide a clear explanation of the revisions that are required for plan approval. Required revisions must be explained for each plan sub-element that is 'Not Met.' Sub-elements should be referenced in each summary by using the appropriate numbers (A1, B3, etc.), where applicable. Requirements for each Element and sub-element are described in detail in this *Plan Review Guide* in Section 4, Regulation Checklist.

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
ELEMENT A. PLANNING PROCESS				
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	pp. 2 - 9 describe the local methodology and planning process. pp. 2 - 3 & 6 list the participating jurisdictions; pp. 184 - 195; Appendix 1	✓		
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	pp. 2 - 9 describe the local methodology and planning process; pp. 2 - 3 & 6 list the participating jurisdictions; Appendix 1	✓		
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	p. 7; Appendix 1	✓		
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	pp. 202 - 203	✓		
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	pp. 204 - 205	✓		
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	pp. 198 - 200	✓		
ELEMENT A: REQUIRED REVISIONS				
<i>All page numbers are in PDF Format</i>				
ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	pp. 25 - 125	✓		
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))	pp. 25 - 125; probability pp. 126 to 129	✓		
B3. Is there a description of each identified hazard’s impact on the community as well as an overall summary of the community’s vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	pp. 25 - 125	✓		
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	pp. 70 - 71	✓		
ELEMENT B: REQUIRED REVISIONS <i>All page numbers are in PDF Format</i>				
ELEMENT C. MITIGATION STRATEGY				
C1. Does the plan document each jurisdiction’s existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	pp. 201 - 203	✓		
C2. Does the Plan address each jurisdiction’s participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))	pp. 67 - 70; NFIP compliance pp. 71 - 74	✓		
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	pp. 162 - 172	✓		
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	pp. 169 - 179	✓		
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	pp. 182 - 195; Prioritization and Benefit-Cost Review p. 173-174	✓		
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	pp. 207 - 211	✓		
ELEMENT C: REQUIRED REVISIONS <i>All page numbers are in PDF Format</i>				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION (applicable to plan updates only)				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	pp. 158 - 161	✓		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	pp. 183-192,194, 196-198, 200-202	✓		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	p. 181	✓		
ELEMENT D: REQUIRED REVISIONS <i>All page numbers are in PDF Format</i>				
ELEMENT E. PLAN ADOPTION				
E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))	Pending; p. 6			
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	Pending; p. 6			
ELEMENT E: REQUIRED REVISIONS				
ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)				
F1.				
F2.				
ELEMENT F: REQUIRED REVISIONS				

SECTION 2:

PLAN ASSESSMENT

Strengths and Opportunities for Improvement

All page numbers are in PDF Format

- Plan Participation – In reviewing each jurisdiction’s participation for developing the plan, it wasn’t clear which jurisdictions participated in the planning meetings. While most of the jurisdictions participating in the plan consistently attended, some of the jurisdiction’s participation is questionable. For the next plan update, jurisdictions wanting to be considered an official plan participant must attend the scheduled planning meetings.
- National & Regional Maps – The plan highlights national and regional maps (PDF Pages 53, 64, 108, 112, and 130) conveying information about the potential impacts of the hazards to the planning area. While these maps can be a good visual to utilize in the plan, it’s unclear where the planning area is on these maps. For the next plan update, please highlight where the planning area is located on all national and regional maps.
- Mitigation Actions – The planning team did an excellent job in developing mitigation actions for the plan update. In reviewing the actions, it is apparent that the planning team had thorough discussions on the actions they wanted to implement.

Resources for Implementing Your Approved Plan

The FEMA sources of funding include the following:

- **HMGP** - The Hazard Mitigation Grant Program (HMGP) is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Act, as amended. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available, when authorized under the Presidential major disaster declaration, in areas of the State requested by the Governor.
- **PDM** - The Pre-Disaster Mitigation (PDM) program is authorized by Section 203 of the Stafford Act, 42 USC 5133. The PDM program is designed to assist States and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.
- **FMA** - The Flood Mitigation Assistance (FMA) program is authorized by Section 1366 of the National Flood Insurance Act (NFIA) of 1968, as amended with the goal of reducing or eliminating claims under the National Flood Insurance Program (NFIP).
- **SHARRP** – The State Hazard Analysis Resource and Planning Portal (SHARPP) has additional resources listed in the Grants section under Other Mitigation Grants. Go to <http://ohiosharpp.ema.state.oh.us/OhioSHARPP/Grants.aspx#otherMitigationGrants> for more information.

SECTION 3:
MULTI-JURISDICTION SUMMARY SHEET (OPTIONAL)

INSTRUCTIONS: For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were ‘Met’ or ‘Not Met,’ and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
1	Lake County	County										
2	Eastlake	City										
3	Grand River	Village										
4	Kirtland	City										
5	Mentor	City										
6	Mentor-on-the-Lake	City										
7	Painesville	City										
8	Perry	Village										
9	Timberlake	Village										

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
10	Wickliffe	City										
11	Willoughby	City										
12	Willowick	City										
13	Lakeland Community College	College										
14	Lake Erie College	College										
15	Concord	Township										
16	Leroy	Township										
17	Madison	Township										
18	Painesville	Township										
19	Perry	Township										
20	Lakeline	Village										

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
21	Willoughby Hills	City										
22	Kirkland Hills	Village										
23	Madison	City										
24	Fairport Harbor	Village										
25	North Perry	Village										
26	Waite Hill	Village										

