

SECTION 2 – PLANNING PROCESS

This section includes a description of 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.

Because of the similarities between hazards that pose threats to the various communities in Delaware County and existing cooperative emergency planning and response approaches, a decision was made early in the plan development process that this mitigation planning process would be implemented for multiple jurisdictions.

To ensure that the plan met the requirements of the DMA 2000, the approach to the planning process and plan documentation was developed to achieve the following two goals:

1. The plan would be multi-jurisdictional and consider all natural hazards facing the area, thereby satisfying the natural hazards mitigation planning requirements specified in DMA 2000. In addition, selected human-caused and technological hazards of concern would be evaluated. Delaware County and the jurisdictions participating include the following municipalities within Delaware County.

Town of Andes	Town of Kortright	Village of Delhi
Town of Bovina	Town of Masonville	Village of Deposit
Town of Colchester	Town of Meredith	Village of Fleischmanns
Town of Davenport	Town of Middletown	Village of Hancock
Town of Delhi	Town of Roxbury	Village of Hobart
Town of Deposit	Town of Sidney	Village of Margaretville
Town of Franklin	Town of Stamford	Village of Sidney
Town of Hamden	Town of Tompkins	Village of Stamford
Town of Hancock	Town of Walton	Village of Walton
Town of Harpersfield		

2. The plan would be developed following the process outlined by DMA 2000, FEMA regulations, and FEMA and NYSEMO guidance. Following this process would ensure all the requirements are met and would support the plan review.

The Delaware County Multi-Jurisdictional Hazard Mitigation Plan was written using the best available information obtained from a wide variety of sources. Throughout the plan development process, a concerted effort was made to gather information from participating municipal and county agencies and staff as well as stakeholders, federal and state agencies, members of the local business and industry community, and the citizens of Delaware County. The Steering Committee solicited information from local agencies and individuals with specific knowledge of certain natural hazards and past historical events, as well as planning and zoning codes, ordinances, and recent planning decisions. The natural hazard mitigation strategies contained within this plan have been developed through an extensive planning process involving local jurisdictions and agencies and the citizens of Delaware County.

This section of the Delaware County Multi-Jurisdictional Hazard Mitigation Plan describes the mitigation planning process, including (1) Steering Committee involvement and efforts; (2) municipal and local involvement; (3) stakeholder and public involvement; and (4) integration of existing data, plans, and information.

2.1 Steering Committee Involvement and Efforts

This section describes the involvement of Delaware County and the participating jurisdictions in the mitigation planning process. The Steering Committee grew out of the Delaware County Emergency Planning Committee (EPC) that had recently completed the County's Comprehensive Emergency Management Plan (CEMP). Members of the Steering Committee, with support from municipal staff, outside agencies, and the consultant, identified and profiled hazards; determined hazard rankings; estimated potential exposure or losses; evaluated development trends and jurisdiction-specific risks; and developed appropriate mitigation strategies, goals, and actions at the county and jurisdiction level.

The Steering Committee was also charged to:

- Establish plan development goals
- Establish a timeline for completion of the plan
- Ensure that the plan meets the requirements of DMA 2000 and FEMA and NYSEMO guidance
- Solicit and encourage the participation of regional agencies, other municipalities, a range of stakeholders, and citizens in the plan development process
- Assist in gathering information for inclusion in the plan, including the use of previously developed reports and data
- Organize and oversee the public involvement process
- Develop, revise, adopt, and maintain the plan

The following agencies and individuals participated on the Steering Committee:

- Delaware County Planning Department
 - Nicole Franzese – Director, County Mitigation Coordinator
 - Mike Clugston – Environmental Planner
 - Jennifer Harvill – GIS Coordinator
 - Claude P. Monfort - Intern
- Delaware County Emergency Services
 - Nelson Delameter – Director
 - Glenn Morrison – EMS Coordinator
- Delaware County Code Enforcement
 - Dale Downin – Code Enforcement Officer
- Delaware County Sheriff's Office
 - Tom Mills, Sheriff
- Delaware County Department of Public Works
 - Wayne Reynolds – Commissioner
 - John Reynolds – Senior Engineer
- Delaware County Soil and Water Conservation District
 - Scotty Gladstone – Stream Program Coordinator
- Delaware County Public Health
 - Bonnie Hamilton – Director
- Delaware County Board of Supervisor's Public Safety Committee
 - Joe Maddelone, Chair (also Supervisor, Town of Sidney)
- New York City Department of Environmental Protection
 - Phil Eskeli – Stream Management Program Project Manager
- New York SEMO
- Tetra Tech EM, Inc. - Consultant to Delaware County

Not all Committee members were able to attend all planning or public participation meetings; however, notes were distributed following each meeting. Much communication between Steering Committee members also occurred through electronic mail (email) or by phone, which helps to maintain communication between meetings. Each member of the Committee reviewed the plan and supported interaction with other stakeholders and assisted public involvement efforts as discussed in Sections 2.2, 2.3, and 2.4, respectively.

The planning group convened on selected dates that best met the schedules of the planning group members. During these meetings, the group gathered and shared information, identified hazards, assessed risks, identified critical facilities, assisted in developing mitigation strategies, and provided continuity through the plan development process to ensure that jurisdiction-specific natural hazards vulnerability information and mitigation strategies were also incorporated into the plan.

After completion of the plan, the Steering Committee will remain a semi-active entity. It will meet on an annual basis in the first quarter each year. In addition, members of the Committee will convene supplementary meetings on an as-needed basis. It will also provide direction and oversight and otherwise assist with the annual plan evaluation process.

Table 2-1-1 presents a summary of planning group efforts during the development process of this mitigation plan. Additionally, the table identifies which DMA 2000 requirements the activities satisfy.

Table 2-1-1. Summary of Steering Committee Efforts

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/9/03	Board of Supervisors Resolution # 107 (2)	<ul style="list-style-type: none"> ▪ Authorization to apply for funds from the New York State Emergency Management Office (NYSEMO) to produce a Multi-jurisdictional Hazard Mitigation Plan for Delaware County
August 2003	HAZNY Working Session (3a-c)	<ul style="list-style-type: none"> ▪ Delaware County Emergency Planning Committee performs HAZNY analysis in support of Comprehensive Emergency Management Plan (CEMP) process
4/15/04	Hazard Mitigation Planning Workshop (1c, 2)	<ul style="list-style-type: none"> ▪ Introduction and overview of the mitigation planning process ▪ Participants: Mike Clugston, Mark Bennett, Jennifer Harvill, Jessica Ulmer, Kent Manuel, Spencer DeVaul (Delaware County Planning Department); Joe Maddalone (Supervisor, Town of Sidney; Chair, Public Safety Committee); Wayne Reynolds (Delaware County Department of Public Works); Dale Downin (Delaware County Code Enforcement Officer); Charles Newman, Karl Vagts and John E. Takany (Delaware County Sheriff's Office); Nelson G. Delameter (Delaware County Director of Emergency Operations); Bonnie Hamilton, Joelle Underwood (Delaware County Public Health); Rad Anderson, Shannon Green (NYSEMO)
1/18/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> ▪ Review committee membership, tasks and assignments ▪ Established updated timelines for project completion ▪ Brainstorm consultant needs for RFP ▪ Participants: Mike Clugston, Jessica Ulmer, Nicole Franzese (Delaware County Planning Department); Joe Maddalone (Supervisor, Town of Sidney; Chair, Public Safety Committee); Wayne Reynolds (Delaware County Department of Public Works); Dale Downin (Delaware County Code Enforcement Officer); Charles Newman, Karl Vagts and John E. Takany (Delaware County Sheriff's Office); Nelson G. Delameter (Delaware County Director of Emergency Operations); Bonnie Hamilton, Joelle Underwood (Delaware County Public Health); Rad Anderson, Shannon Green (NYSEMO)

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
2/4/05	Request for Proposals Issued (2)	<ul style="list-style-type: none"> ▪ Delaware County issued a request for proposals for a consultant to assist in development of the multi-jurisdictional all-hazards mitigation plan
2/15/05	Steering Committee Meeting (2)	<ul style="list-style-type: none"> ▪ Discussed RFP sent to potential consultants ▪ Reviewed data needs and availability ▪ Reviewed Stream Corridor Program and its and the entire Delaware County Action Plan's (DCAP's) intersection with hazard planning ▪ Participants: Mike Clugston, Jessica Ulmer, Nicole Franzese, Claude Monfort (Delaware County Planning Department); Wayne Reynolds (Delaware County Department of Public Works); Nelson G. Delameter (Delaware County Director of Emergency Operations); Shannon Green (NYSEMO); Scotty Gladstone (Delaware County Soil and Water Conservation District)
February 2005	Public Outreach (1c, 2)	<ul style="list-style-type: none"> ▪ Delaware County Planning Department newsletter article describing Multi-Jurisdictional Hazard Mitigation Plan preparation, DMA 2000 background information, and proposed timeline
3/15/05	Steering Committee Meeting (2, 3a-e)	<ul style="list-style-type: none"> ▪ Kick-off meeting for plan development with consultant ▪ Review and discussion of the plan development timelines, goals, deliverables, and public and stakeholder involvement approaches ▪ Presentation of local data collected to date, use of HAZUS-MH for risk assessment, and data supplementation plan and contacts ▪ Open discussion of planning process and NYSEMO review process to support development of the mitigation plan ▪ Participants: Mike Clugston, Jessica Ulmer, Nicole Franzese (Delaware County Planning Department); John Reynolds (Delaware County Department of Public Works); Nelson G. Delameter (Delaware County Director of Emergency Operations); Dale Downin (Delaware County Code Enforcement Officer); Scotty Gladstone (Delaware County Soil and Water Conservation District)
3/24/05	Board of Supervisors Resolution # 81 (1c, 2)	<ul style="list-style-type: none"> ▪ Delaware County Board of Supervisors accepts grant funds from NYSEMO and appropriates additional local funding to produce a Multi-Jurisdictional Hazard Mitigation Plan
4/19/05	Steering Committee Meeting (1c, 2, 3a-c)	<ul style="list-style-type: none"> ▪ Consultant's data matrix was presented and sources of data were identified ▪ Discussed the hazard mitigation process and ranking of various hazards in accordance with the HAZNY process ▪ Refined public outreach methods to be employed ▪ Participants: Mike Clugston, Jessica Ulmer, Nicole Franzese, Jennifer Harvill (Delaware County Planning Department); John Reynolds (Delaware County Department of Public Works); Phil Eskeli (NYC Department of Environmental Protection); Dale Downin (Delaware County Code Enforcement Officer); Scotty Gladstone (Delaware County Soil and Water Conservation District); Joe Maddelone Supervisor, Town of Sidney; Chair, Public Safety Committee); consultant
4/26/05	Signed contract with consultant (2)	<ul style="list-style-type: none"> ▪ Final scope of services approved and contract signed with consultant to assist in the development of the mitigation plan
5/13/05	Outreach to Towns and Villages (2, 3a-c)	<ul style="list-style-type: none"> ▪ Letter reintroducing Multi-Jurisdictional Hazard Mitigation Plan and DMA 2000 materials sent to participating municipalities in Delaware County

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
5/17/05	Steering Committee Meeting (2, 3a-c, 4a-b)	<ul style="list-style-type: none"> ▪ Discussed needs and ability to acquire more local, non-flood, data – contact info distributed ▪ Reviewed mitigation strategies ▪ Participants: Mike Clugston, Jessica Ulmer (Delaware County Planning Department); Wayne Reynolds (Delaware County Department of Public Works); Phil Eskeli (NYC Department of Environmental Protection); Scotty Gladstone (Delaware County Soil and Water Conservation District); Nelson Delameter (Delaware County Director of Emergency Operations); consultant
5/19/05	Local Data Collection (3a, 3b, 3c)	<ul style="list-style-type: none"> ▪ Focused meeting of consultant with Delaware County Planning Department Geographic Information Systems personnel ▪ Participants: Mike Clugston, Jennifer Harvill, Spencer DeVaul (Delaware County Planning Department); consultant
June 2005	Website launched (1c, 2)	<ul style="list-style-type: none"> ▪ Website developed to post planning process overview, draft mitigation plan, and notice of public meetings ▪ http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm
6/20/05	Steering Committee Meeting (2, 3a-e, 4a-c)	<ul style="list-style-type: none"> ▪ Reviewed initial draft risk assessment portion of the plan and provided comments ▪ Further identification of previous, current or potential mitigation activities/strategies ▪ Participants: Mike Clugston, Claude Monfort (Delaware County Planning Department); Phil Eskeli (NYC Department of Environmental Protection); consultant
7/19/05	Steering Committee Meeting (2, 3a-e, 4a-c)	<ul style="list-style-type: none"> ▪ Review and comment on draft risk assessment ▪ Discussed potential additional mitigation strategies ▪ Identified additional sources of data ▪ Participants: Mike Clugston, Claude Monfort (Delaware County Planning Department); Glenn Morrison (Delaware County EMS Coordinator); John Reynolds (Delaware County Department of Public Works); consultant
8/15 -8/20 2005	Public Outreach (1c, 2, 3a)	<ul style="list-style-type: none"> ▪ Poster presentation of the Hazards Mitigation Plan and process at Soil and Water Conservation District booth at Delaware County Fair
9/20/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> ▪ Consultant submits first draft of plan to Steering Committee for review and input ▪ Participants: Mike Clugston, Jessica Ulmer (Delaware County Planning Department); John Reynolds (Delaware County Department of Public Works); consultant
10/18/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> ▪ Review first draft of plan and offer comments and input ▪ Participants: Mike Clugston, Jessica Ulmer (Planning Department); Phil Eskeli (NYC Department of Environmental Protection); Dale Downin (Delaware County Code Enforcement Officer); Nelson Delameter (Emergency Services); Tom Mills (Sheriff's Department); Bonnie Hamilton (Department of Public Health); consultant
10/26/05	Board of Supervisors Meeting (1c, 2)	<ul style="list-style-type: none"> ▪ Consultant and Steering Committee rollout and discuss initial draft of plan at BOS meeting
November 2005	Public Participation Meeting(s) and Comment Period (1c, 2)	<ul style="list-style-type: none"> ▪ Public participation meeting(s) and period of public comment ▪ Steering Committee and municipal representatives discuss plan at meetings ▪ Draft plan posted on website for public comment and placed at sites throughout the County with notice placed in local newspaper(s).
TDB	Submittal of Draft Mitigation Plan to NYSEMO (1c, 2)	<ul style="list-style-type: none"> ▪ Submittal of draft mitigation plan to NYSEMO with Steering Committee comments included
TBD	Public Outreach (1c, 2)	<ul style="list-style-type: none"> ▪ Delaware County Planning Department newsletter article describing Multi-Jurisdictional Hazard Mitigation Plan process and updated timeline, adoption process

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
TBD	Submission of Final Mitigation Plan to NYSEMO and FEMA (1a-c, 2)	<ul style="list-style-type: none"> ▪ Draft final plan submitted to NYSEMO and FEMA with Steering Committee and public comments included
TBD	Final Report revised and adopted (1a-c, 2)	<ul style="list-style-type: none"> ▪ Revise final mitigation plan per NYSEMO and FEMA comments ▪ Plan to be adopted by all jurisdictions and Delaware County
TBD	Final Draft Approved by FEMA and SEMO (1a, 1b)	<ul style="list-style-type: none"> ▪ As described in the Federal Register (Volume 67, Numbers 38 and 190, Dated February 26, 2002 and October 1, 2002 respectively), Section 322 of DMA 2000 states that after November 1, 2004, only communities, tribes and states with FEMA-approved mitigation plans are eligible to receive mitigation funds following a presidential declared disaster. Having an approved plan in place will assure Delaware County and the twenty-eight participating jurisdictions are eligible to receive HMGP funds.
TBD	Plan Implementation (1c, 2, 4a-d, 5b)	<ul style="list-style-type: none"> ▪ Begin implementation of the mitigation plan

Note: Each number above identifies the DMA 2000 requirement the activity fulfills

- 1a – Prerequisite – Adoption by the Local Governing Body
- 1b – Public Participation
- 1c – Multi-Jurisdictional Participation
- 2 – Planning Process – Documentation of the Planning Process
- 3a – Risk Assessment – Identifying Hazards
- 3b – Risk Assessment – Profiling Hazard Events
- 3c – Risk Assessment – Assessing Vulnerability: Identifying Assets
- 3d – Risk Assessment – Assessing Vulnerability: Estimating Potential Losses
- 3e – Risk Assessment – Assessing Vulnerability: Analyzing Development Trends
- 4a – Mitigation Strategy – Local Hazard Mitigation Goals
- 4b – Mitigation Strategy – Identification and Analysis of Mitigation Measures
- 4c – Mitigation Strategy – Implementation of Mitigation Measures
- 5a – Plan Maintenance Procedures – Monitoring, Evaluating, and Updating the Plan
- 5b – Plan Maintenance Procedures – Implementation through Existing Programs
- 5c – Plan Maintenance Procedures – Continued Public Involvement

2.2 Involved Stakeholders in Mitigation Planning

This section presents (1) municipal involvement, (2) state and local agency involvement, and (3) public participation – citizen involvement.

2.2.1 Municipal and Local Involvement

Due to the sheer size of Delaware County and the number of municipalities participating in the plan, other means of local involvement were used rather than direct representation of the participating municipalities on the Steering Committee. In lieu of this direct representation, interaction between the County and the participating municipalities was facilitated through numerous established lines of communication with broad reach throughout the County. It is this communication that will ultimately allow Delaware County and the participating jurisdictions to successfully implement the mitigation strategies described in Section 5 of this plan. Additionally, because of the small population of Delaware County, these interactions comprise a great deal of public involvement by default since a large proportion of local residents serve on local planning boards, as part- or full-time municipal administrators, or as volunteer firefighters and emergency technicians, etc.

The following are examples of the existing lines of communication that further hazard mitigation planning in Delaware County.

1) Delaware County Board of Supervisors (BOS) meetings and BOS subcommittee meetings

Rather than having separate elected county legislators, Delaware County's legislative leaders are the supervisors of the individual towns within the County. This Board of Supervisors form of government allows for direct, open lines of communication between the County level and the 19 towns that make up the County. At regular BOS and subcommittee meetings, department heads involved with the Steering Committee have held ongoing discussions with the elected officials ultimately responsible for hazard mitigation, keeping them abreast of the process and seeking their input.

2) Town Planning Advisory Service (TPAS) - Delaware County Planning Department

The TPAS program is a community-based regional planning service. The service allows professional planning staff from the County Planning Department to provide ongoing technical assistance to local municipalities throughout the county. Starting in 1975, it was recognized that all-volunteer planning boards needed help transforming their ideas about their communities into logical plans of action. TPAS allows frequent interaction between the County and the local jurisdictions and provides the necessary technical guidance and information to planning board members. Currently, 18 of 19 towns and 7 of the 9 villages that are entirely within Delaware County participate in the TPAS program.

Some examples of TPAS facilitation related to the Hazard Mitigation planning include:

- Drafting, revision and implementation of local comprehensive plans
- Drafting, revision and implementation of local subdivision, site plan and zoning regulations
- Drafting and revision of flood plain local laws
- Grant writing in support of hazard mitigation
- Watershed technical assistance and environmental planning
- Highway management planning
- Geographic Information Systems (GIS)

In addition, the Director of the Delaware County Planning Department serves as the county's Hazard Mitigation Coordinator.

3) Highway superintendent meetings facilitated by the County Department of Public Works

The Delaware County Department of Public Works (DPW) staff maintains ongoing dialog and meetings with the highway superintendents from the municipalities within the County. At these meetings, local superintendents can raise concerns they have regarding hazard situations and events related to road and stormwater infrastructure. These concerns can be discussed and the County can disseminate current information regarding particular best management practices available to mitigate such situations.

4) Fire department and code enforcement meetings facilitated by County Emergency Services and Code Enforcement staff

As with the highway superintendents, there is an ongoing dialog between County emergency management and code enforcement officials and their counterparts in the municipalities. Like the Planning and DPW efforts, the interaction between County and local emergency and code enforcement officials provides continuous communication regarding hazard mitigation. In this case, the valuable interaction is between two groups on the front lines of hazard mitigation: the first-responders and the code enforcement personnel responsible for local floodplain management and building code enforcement.

5) Meetings growing out of the Delaware County Action Plan process

The Delaware County Action Plan (DCAP) is Delaware County's watershed management program that was developed as a result of regulations imposed by the City of New York under the 1997 Memorandum of Agreement. Numerous local, regional, state and federal agencies are partners in Delaware County's watershed management goals, many of which have a hazard mitigation component. For example, DCAP components like stormwater and flood management, infrastructure management, agricultural systems management, and stream corridor management all have direct relation to hazard mitigation. The key to DCAP, however, are the partnerships it has created and fostered both at the local and regional levels. There is ongoing interaction between local agencies – Planning, Watershed Affairs, the Soil and Water Conservation District, the Department of Public Works, Economic Development – as well as between the local agencies and those outside the County – NYSEMO, NYSDEC, NYSDOH, NYCDEP, and EPA. DCAP also facilitates communication on watershed management issues between Delaware County and other upstate New York counties both inside and outside of the New York City Watershed.

6) Soil and Water Conservation District outreach including farmers and riparian landowners

The Soil and Water Conservation District (SWCD) is an invaluable asset for hazard mitigation communication to both the farming community and to riparian landowners. Through their farm planning programs and their Stream Corridor Management Planning collaborations with the Planning Department, the Delaware County SWCD is continuously involved with local residents and farmers working to promote stewardship and effective local management of hazards through the use of best management practices on the farm and throughout the stream system.

2.2.2 State and Regional Agency Involvement

Information regarding hazard identification, risk assessment, and mitigation strategies for this plan was also requested from the following agencies and organizations:

- Cornell Cooperative Extension (CCE)
- Federal Emergency Management Agency (FEMA)
- Natural Resource Conservation Service (NRCS)
- National Weather Service (NWS)
- National Oceanic and Atmospheric Agency (NOAA)
- New York City Department of Environmental Protection (NYCDEP)
- New York State Department of Environmental Conservation (NYDEC)
- New York State Department of Health (NYSDOH)
- New York State Emergency Management Office (NYSEMO)
- U.S. Geological Survey (USGS)
- U.S. Department of Agriculture (USDA), Farm Service Agency

2.2.3 Public Participation - Citizen Involvement

In order to facilitate coordination and communication between the Steering Committee and citizens and involve the public in the planning process, the mitigation plan will be available to the public through a variety of venues. The Steering Committee feels that a plan that is in a printed form (in addition to an on-line format) is valuable because it is familiar, even reassuring, to citizens who have been part of a comprehensive planning process and have suffered losses due to a hazard. The jurisdictions and agencies also feel that input to the plan by community members will increase the likelihood of hazard mitigation becoming one of the standard considerations in the evolution and development of the county and the twenty-eight municipalities.

Concurrent to NYSEMO’s review of the mitigation plan, a public announcement of the mitigation plan was made on the Delaware County website, and the plan was posted on TBD 2005. At scheduled public meetings TBD 2005, the mitigation plan’s availability for public review will also be announced and the plan will be available at the meetings. The purpose of this announcement is to solicit comments from the public on the plan. The public comment period will be open until one month after each scheduled meeting. Each jurisdiction will announce the mitigation plan’s availability for review and solicitation for comment at a local meeting and submit the minutes of that meeting for documentation. There will not be an opportunity to comment via the Delaware County website, although the plan is available on the website to be downloaded; however, the announcements will identify to whom the comments should be submitted in each jurisdiction. The Steering Committee will be responsible for collecting and reviewing the public comments prior to submitting them to the County Mitigation Coordinator. Public comments will be evaluated by the County Mitigation Coordinator who will then submit the comments to the consultant to incorporate into the plan as appropriate.

The Steering Committee and the consultant to Delaware County will have copies of the mitigation plan available for review at Committee meetings and copies will be placed in local libraries and at town and village halls. Comment notebooks will be placed with each draft mitigation plan.

Table 2-2-3 presents a summary of public involvement meetings held during the development process of this mitigation plan, which are required by DMA 2000. Additionally, the table identifies which DMA 2000 requirements the activities satisfy. Individual meetings of those groups described in Section 2.2.1 (Municipal and Local Involvement) where the Hazard Mitigation Plan may have been discussed are not included in this summary because they too numerous to list.

Table 2-2-3. Summary of Stakeholder and Public Involvement

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/9/03	Board of Supervisors Resolution # 107 (2)	<ul style="list-style-type: none"> Authorization to apply for funds from the New York State Emergency Management Office (NYSEMO) to produce a Multi-jurisdictional Hazard Mitigation Plan for Delaware County
February 2005	Public Outreach (1c, 2)	<ul style="list-style-type: none"> Delaware County Planning Department newsletter article describing Multi-Jurisdictional Hazard Mitigation Plan preparation, DMA 2000 background information, and proposed timeline
3/24/05	Board of Supervisors Resolution # 81 (1c, 2)	<ul style="list-style-type: none"> Delaware County Board of Supervisors accepts grant funds from NYSEMO and appropriates additional local funding to produce a Multi-Jurisdictional All-Hazard Mitigation Plan
5/13/05	Outreach to Towns and Villages (2, 3a-c)	<ul style="list-style-type: none"> Letter reintroducing Multi-Jurisdictional Hazard Mitigation Plan and DMA 2000 materials sent to participating municipalities in Delaware County
June 2005	Website launched (1c, 2)	<ul style="list-style-type: none"> Website developed to post planning process overview, draft mitigation plan, and notice of public meetings http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm
8/15 -8/20 2005	Public Outreach (1c, 2, 3a)	<ul style="list-style-type: none"> Poster presentation of the Hazard Mitigation Plan and process at Soil and Water Conservation District booth at Delaware County Fair

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
10/26/05	Board of Supervisors Meeting (1c, 2)	<ul style="list-style-type: none"> ▪ Consultant and Steering Committee discuss initial draft of plan at BOS meeting
November 2005	Public Participation Meeting(s) and Comment Period (1c, 2)	<ul style="list-style-type: none"> ▪ Public participation meeting(s) and period of public comment ▪ Steering Committee and municipal representatives discuss plan at meetings ▪ Draft plan posted on website for public comment and placed at sites throughout the County with notice placed in local newspaper(s).
TBD	Public Outreach (1c, 2)	<ul style="list-style-type: none"> ▪ Delaware County Planning Department newsletter article describing Multi-Jurisdictional Hazard Mitigation Plan process and updated timeline, adoption process

Note: Each number above identifies the DMA 2000 requirement the activity fulfills

- 1a – Prerequisite – Adoption by the Local Governing Body
- 1b – Public Participation
- 1c – Multi-Jurisdictional Participation
- 2 – Planning Process – Documentation of the Planning Process
- 3a – Risk Assessment – Identifying Hazards
- 3b – Risk Assessment – Profiling Hazard Events
- 3c – Risk Assessment – Assessing Vulnerability: Identifying Assets
- 3d – Risk Assessment – Assessing Vulnerability: Estimating Potential Losses
- 3e – Risk Assessment – Assessing Vulnerability: Analyzing Development Trends
- 4a – Mitigation Strategy – Local Hazard Mitigation Goals
- 4b – Mitigation Strategy – Identification and Analysis of Mitigation Measures
- 4c – Mitigation Strategy – Implementation of Mitigation Measures
- 5a – Plan Maintenance Procedures – Monitoring, Evaluating, and Updating the Plan
- 5b – Plan Maintenance Procedures – Implementation through Existing Programs
- 5c – Plan Maintenance Procedures – Continued Public Involvement

2.3 Coordination of Planning with Existing Hazard Management and Mitigation Programs

Local municipalities are charged with the development of local hazard mitigation plans required under Section 322 of the Stafford Act by New York. Therefore, the Steering Committee coordinated to develop this mitigation plan. In New York, Article 2B Section 23 of State Executive Law authorizes local communities to prepare local disaster plans based on the contention that local municipalities are most knowledgeable to assess their strengths and weaknesses, opportunities, and constraints. Local governments have intimate knowledge of the local geography, and in a disaster, are the entity on the front lines with personnel and equipment.

Delaware County and the participating jurisdictions are involved in the above program, hence the development of this plan.

Examples of other hazard mitigation programs in which Delaware County and the jurisdictions are involved are the Flood Hazard Mitigation Program and the National Flood Insurance Program. These programs assist Delaware County and the jurisdictions in receiving funding for flood mitigation projects and flood insurance. Data from Delaware County and the participating jurisdictions, based on participation in these flood-related programs, was incorporated in the risk assessment in Section 4 and resulted in mitigation activities in Section 5. Continued involvement in these flood-related programs will help to administer funds and resources to support this hazard mitigation plan.

Flood Hazard Mitigation Program

National Flood Insurance Program

Established in 1968, the National Flood Insurance Program (NFIP) provides federally-backed flood insurance to residents of communities that enact and enforce regulations that more carefully regulate development within floodplain areas. For individual property owners to be eligible to buy the federally-backed flood insurance, their property must be located within a community that participates in NFIP.

For a community to be eligible in NFIP, it must adopt and enforce a floodplain management ordinance to regulate proposed development in floodplains and officially designate a local floodplain coordinator/administrator. The intent of the program is to ensure that new construction does not exacerbate existing flood hazards and is designed to better withstand flooding. All jurisdictions responsible for this plan participate in NFIP. Each of those communities has enacted and enforced floodplain management ordinances as required. Each community has in place Flood Insurance Rate Maps (FIRM) that at a minimum show floodways, 100-year flood zones and 500-year flood zones, and each has designated their respective building and code enforcement official as the local floodplain coordinator/administrator. Mitigation activities related to this program are included in Section 5 and data from FEMA Region II regarding NFIP Insurance Reports was used in the risk assessment in Section 4. The NFIP floodplain manager in each municipality is the Code Enforcement Officer or Building Inspector, who reports directly to the Town Supervisor or Village Mayor. The floodplain managers for the county and twenty-eight jurisdictions are:

- Dale Downin, Delaware County Code Enforcement Officer, Towns of Bovina and Sidney, Village of Franklin
- Arthur Short, CEO, Town of Andes
- Clark Tuttle, CEO, Town of Colchester
- Norwood Tompkins, CEO, Towns of Davenport and Harpersfield
- Mark Tuthill, CEO, Towns of Delhi, Hamden and Franklin
- Michael Salvatore, CEO, Towns of Deposit and Hancock
- Diane Lutz, CEO, Towns of Kortright and Meredith, Village of Hobart
- Carl P. Davis, CEO, Town of Middletown and Village of Margaretville
- William Walcutt, Building Inspector, Town of Roxbury
- Phil Cavallaro, CEO, Town of Stamford
- Joseph A. Reynolds, Building Inspector, Towns of Masonville and Tompkins
- Mark Jacobs, CEO, Town of Walton
- Charles Mazurak, CEO, Village of Delhi
- Barry Conklin, CEO, Village of Deposit
- Karl Von Hassel, Village of Fleischmanns
- James Rotzler, CEO, Village of Hancock
- Carl Chawgo, Building Inspector, Village of Sidney
- Tom Hornbeck, CEO, Village of Stamford
- Gary MacRabie, Sr., CEO, Village of Walton

Community Rating System

The NFIP has been successful in protecting property owners who acquire flood insurance through the program from catastrophic financial losses due flooding, and in requiring that new buildings constructed within 100-year flood plains are better protected from flood damage.

In the 1990's, as a way to encourage local governments to increase their standards for floodplain development, the Flood Insurance Administration (FIA) established the Community Rating System (CRS). The goal of this program is to encourage communities, through flood insurance rate adjustments to implement standards above and beyond the minimum required in order to:

- Reduce losses from floods
- Facilitate accurate insurance ratings
- Promote public awareness of the availability of flood insurance

CRS is a voluntary program designed to reward participating jurisdictions for their efforts to create more disaster-resistant communities using the principles of sustainable development and management. While not currently participating in the program, by enrolling in CRS, Delaware County and the participating jurisdictions can leverage greater flood protection while receiving flood insurance discounts. Active involvement in this program for communities enrolled in NFIP is included as a mitigation activity in Section 5.

Section 2.4 identifies how the mitigation plan will be implemented through existing programs. Section 2.5 below identifies how data from these programs was used in the development of this plan. Some of the mitigation actions identified in Section 5 identify improvements that can be made in this program.

2.4 Implementation of Mitigation Plan through Existing Programs

Delaware County and the participating jurisdictions intend to incorporate mitigation planning as an integral component of daily government operations. The Steering Committee members will work with other local government officials to integrate the newly adopted hazard mitigation goals and actions into the general operations of their respective government and partner organizations. After conducting a capability assessment (identified as a mitigation action in Section 5 of this report) the Committee will identify additional policies, programs, practices, and procedures that could be modified to accommodate hazard mitigation actions. Specifically, Delaware County and the participating jurisdictions intend to implement the mitigation plan through FEMA and other programs in which they are involved. Table 2-4-1 includes existing processes and programs in which the mitigation plan could be implemented.

Table 2-4-1. Existing Processes and Programs in Delaware County and the Participating Jurisdictions for Mitigation Plan Implementation

Process	Action	Implementation of Plan
Administrative	Departmental or organizational work plans, policies, and procedural changes.	<ul style="list-style-type: none"> ▪ Delaware County Board of Supervisors ▪ Town and Village Boards ▪ Town and Village Planning Boards ▪ Town and Village Highway Departments ▪ Town and Village Code Enforcement ▪ Delaware County agencies including: <ul style="list-style-type: none"> ○ Economic Development ○ Industrial Development Agency ○ Department of Emergency Services ○ Department of Public Works ○ Department of Social Services ○ Emergency Planning Committee ○ Public Health Department ○ Code Enforcement ○ Planning Department ○ Soil and Water Conservation District ○ Department of Watershed Affairs ○ Sheriff's Department
Administrative	Other organizations' plans	<ul style="list-style-type: none"> ▪ Town and Village Comprehensive Plans ▪ Town and Village Highway and Stormwater Management Plans ▪ Include reference to this plan in the Delaware County Soil & Water Conservation District Stream Corridor Management Plans (SCMPs) ▪ Include reference to this plan in risk reduction section of the Delaware County Comprehensive Emergency Management Plan (CEMP) ▪ Delaware County Comprehensive Plan – By identifying areas of consistency and opportunities for collaboration, as well as any potential conflicts between existing plans, the County Comprehensive Plan will address the findings of this plan and incorporate the mitigation activities when appropriate. ▪ Include reference to this plan in the Delaware County Action Plan (DCAP) ▪ Include reference to this plan in the Delaware County Agriculture and Farmland Protection Plan ▪ New York City Department of Environmental Protection Emergency Action Plans for Cannonsville and Downsville dams ▪ Environmental Protection Agency's Filtration Avoidance Determination for the City of New York ▪ Major Delaware County employers
Administrative	Job/Job Descriptions	<ul style="list-style-type: none"> ▪ Internship to assist in hazard mitigation plan maintenance
Budgetary	Capital and operational budgets	<ul style="list-style-type: none"> ▪ Review of county and jurisdictional budgets to include line item mitigation actions
Regulatory	Executive Orders, local laws and ordinances, and other directives	<ul style="list-style-type: none"> ▪ Town and Village comprehensive plans ▪ Zoning, Subdivision and Site Plan Review local laws ▪ NYS Fire and Building Codes ▪ Capital Improvements Plan – Ensure that the person responsible for projects under this plan evaluate if the new construction is in a high hazard area, flood plain, etc. so the construction is designed to mitigate the risk. Revise requirements for this plan to include hazard mitigation in the design of new construction. ▪ National Flood Insurance Program – Continue participation in this program. ▪ Continue to implement County and town storm water management plans. ▪ Continue to implement County and town highway management plans.

Process	Action	Implementation of Plan
		<ul style="list-style-type: none"> ▪ Continue to implement municipal wellhead protection plans. ▪ Prior to formal changes (amendments) to comprehensive plans, zoning, subdivision and site plan review local laws, capital improvement plans, or other mechanisms that control development, they must be reviewed to ensure they are consistent with the hazard mitigation plan. (Review of projects in the capital improvement plan is part of the mitigation strategy, See Section 5 of this plan)
Funding	Secure traditional sources of financing.	<ul style="list-style-type: none"> ▪ Apply for grants from federal or state government, nonprofit organizations, foundations, and private sources including Pre-Disaster Mitigation Program (PDMDMA 2000), Flood Mitigation Assistance Program (FMA), and the Hazard Mitigation Grant Program (HMGP-Stafford Act, Section 404). ▪ Research grant opportunities through U.S. Department of Housing and Urban Development’s Community Development Block Grant (CDBG) ▪ Once plan is approved, initiate process to enable legislation to use fees, taxes, bonds, and loans to finance projects ▪ Other potential federal funding sources include: <ul style="list-style-type: none"> ○ Stafford Act, Section 406 – Public Assistance Program Mitigation Grants ○ Federal Highway Administration ○ Catalog of Federal Domestic Assistance ○ United States Fire Administration – Assistance to Firefighter Grants ○ United States Small Business Administration Pre and Post Disaster Mitigation Loans ○ United States Department of Economic Development Administration Grants ○ United States Army Corps of Engineers ○ United States Department of Interior, Bureau of Land Management ○ The A. Lindsay & Olive B. O’Connor Foundation ○ NYS Department of State ○ NYS Department of Environmental Conservation ○ Catskill Watershed Corporation ▪ ○ Other sources as yet to be defined See Appendix D for additional funding sources
Partnerships	Develop creative partnerships, funding and incentives.	<ul style="list-style-type: none"> ▪ Public-Private Partnerships ▪ Community Volunteers – Habitat for Humanity, Americorps ▪ State Cooperation ▪ In-kind resources ▪ Catskill Center for Conservation and Development
Partnership	Existing Committees and Councils	<ul style="list-style-type: none"> ▪ DCAP Core Group ▪ DCAP Scientific Support Group ▪ DCAP Phosphorus Study Committee ▪ Delaware County Ag/Farmland ▪ Cornell Cooperative Extension ▪ West of Hudson Technical Advisory Group ▪ Southern Tier East Regional Planning and Development Board ▪ Upper Susquehanna Coalition ▪ Catskill Watershed Corporation
Partnership	Working with other federal, state, and local agencies	<ul style="list-style-type: none"> ▪ Army Corps of Engineers (USACE) ▪ American Red Cross ▪ Delaware River Basin Commission (DRBC) ▪ Federal Emergency Management Agency (FEMA) ▪ National Oceanic and Atmospheric Agency (NOAA) ▪ National Weather Service (NWS) ▪ New York City Department of Environmental Protection (NYCDEP) ▪ New York State Department of Agriculture and Markets (Ag/Mkts) ▪ New York State Department of Environmental Conservation (NYSDEC)

Process	Action	Implementation of Plan
		<ul style="list-style-type: none"> ▪ New York State Department of State (NYS DOS) ▪ New York State Department of Health (NYSDOH) ▪ New York State Department of Transportation (NYSDOT) ▪ New York State Emergency Management Office (NYSEMO) ▪ Susquehanna River Basin Commission (SRBC) ▪ United States Department of Agriculture (USDA) ▪ United States Department of Transportation (USDOT) ▪ United States Fish and Wildlife Service (USFWS)

2.5 Integration of Existing Data and Plans into Mitigation Plan

The mitigation plan integrates local and federal data as discussed below.

Local Data

The Steering Committee reviewed and incorporated existing data and plans to support the mitigation plan. A number of electronic and hard copy documents were made available to support the planning process including:

- HAZNY analyses
- Delaware County Action Plan (DCAP)
- Documentation of past mitigation actions and grant applications
- Historic maps and local inventory data
- Comprehensive plans for participating jurisdictions
- Delaware County Comprehensive Emergency Management Plan
- Delaware County Soil & Water Conservation District Stream Corridor Management Plan (West Branch)

Cross referencing this plan by updating these documents and others like it will need to occur and has been included in Section 5 as mitigation activities.

Federal Data

Federal data was collected and used throughout the mitigation process including:

- US Census data
- HAZUS-MH provided data
- FEMA “How To” Series (386-1 to 386-4, and 386-7)
- Data from NOAA
- USGS topographic data
- Public laws and other programs such as the National Flood Insurance Program were examined to complete this plan.

A complete list of the existing data and plans used to support this mitigation plan is included in the references section of the plan. By incorporating data from existing programs into this mitigation plan, Delaware County and the participating jurisdictions identified the relevance of mitigation planning in these existing programs. Implementation of this plan through these existing plans is identified as a specific mitigation action in several areas in Section 5 of this plan. A more detailed explanation of how

the plan will be implemented through existing programs and plans and a description of additional potential resources of funding are included in the following section.