

**LOCAL MITIGATION PLAN REVIEW TOOL**  
*and ASSESSMENT*  
**Moultonborough, NH - Hazard Mitigation Plan Update - 2019**

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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*.

<b>Jurisdiction:</b> Moultonborough, NH	<b>Title of Plan:</b> NH Hazard Mitigation Plan Update <b>Type of Plan (Single/Multi):</b> Single	<b>Date of Plan:</b> <b>New Plan or Update:</b> Update <b>Plan Adopted:</b> ___/___/___
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<b>State Reviewer:</b> Kayla Henderson	<b>Title:</b> Hazard Mitigation Planner <b>E-Mail:</b> Kayla.Henderson@dos.nh.gov	<b>Dates:</b> 8/19/19
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<b>Date Received at NH HSEM</b>	7/25/2019
<b>Plan Not Approved</b>	
<b>Plan Approvable Pending Adoption</b>	8/12/2019
<b>Plan Adopted</b>	8/15/2019
<b>Plan Approved</b>	8/19/2019

## 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	Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
<b>ELEMENT A. PLANNING PROCESS</b>				
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))		p. 1	X	
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))		p. 1 p. 72	X	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))		p. 2	X	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))		p. 60 p. 95 p. 32	X	
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))		p. 60	X	
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))		p. 61 p. 96	X	
<b><u>ELEMENT A: REQUIRED REVISIONS –</u></b>				
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b>				
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))		p. 9-22	X	
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))		p. 9-21 p. 30 p. 80	X	
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))		p. 24-27 p. 83 p. 93	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation</b> (44 CFR 201.6 Local Mitigation Plans)				
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))		p. 27	X	
<b>ELEMENT B: REQUIRED REVISIONS</b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
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))		p. 32	X	
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))		p. 27	X	
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))		p. 37	X	
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))		p. 40	X	
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))		p. 45 p. 51 p. 55	X	
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))		p. 60	X	
<b>ELEMENT C:</b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (applicable to plan updates only)				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))		p. 5	X	
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))		p. 34-35	X	
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))		p. 51	X	
<b>ELEMENT D: REQUIRED REVISIONS</b>				
<b>ELEMENT E. PLAN ADOPTION</b>				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
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))		p. 62 (pending approval)	X	
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))		N/A		
<b><u>ELEMENT E:</u></b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)</b>				
F1.				
F2.				
<b><u>ELEMENT F: REQUIRED REVISIONS</u></b>				

## SECTION 2: PLAN ASSESSMENT

### A. Plan Strengths and Opportunities for Improvement

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

#### Element A: Planning Process

##### ***Plan Strengths:***

Excellent representation on the Hazard Mitigation Planning Committee 2019 from various subject matter experts. This helps show whole community involvement and gives a more well-rounded perspective to the hazards facing the community and how to mitigate them.

Helpful to see sample meeting minutes and agendas. This can help show how these meetings went and what was discussed as well as prepare any future Hazard Mitigation Planning Committee members for the next update in what to expect for the types of discussions they could contribute to.

##### ***Opportunities for Improvement:***

Would love to see the public more involved in this process. I know this can be out of a community's hands but there could be other methods of getting feedback throughout the process like online questionnaires, surveys, social media, etc. that might be easier for the public to participate through. This can create a more well-rounded plan and get community buy in for mitigation projects.

## Element B: Hazard Identification and Risk Assessment

### ***Plan Strengths:***

Always helpful to see pictures of actual damage and impacts to the community featured in the plan, especially if they are since the last plan update and kept up to date with the plan.

Nice to see the graphic included from the most recent 2018 State of New Hampshire Multi-Hazard Mitigation Plan to not only show it was a reference but to show how the community compares to what the State identified.

Easy to understand table ranking the hazards identified by the community and how they were ranked in comparison to one another.

### ***Opportunities for Improvement:***

Make sure to document and include historical impacts the community experiences since the prior plan update. This is a big portion of analyzing how each hazard impacts the community and guide what mitigation projects might have been completed or should be in the future. For instance, flooding is the biggest hazard impact nationwide and all communities face this in one way or another. This section could have been stronger in recording the impacts since the last plan and where, when, and how bad it may have been. We tend to think of flooding as normal but it can be mitigated so that is not the case, or less the case each year. Just because a road might routinely flood, does not make it something we should put up with that impacts a community.

## Element C: Mitigation Strategy

### ***Plan Strengths:***

Excellent to see such actions as working with the private industry and State agencies for utilities and facilities that could/do impact the community that the community might not have legal authority over. This is a commonly missed opportunity for action items in Mitigation plans but can make a big difference and shows the community is doing all that they can to work with others to mitigate those potential impacts.

### ***Opportunities for Improvement:***

Might be helpful to see the separation of the preparedness actions from the mitigation actions in the table to help delineate the differences for the purposes of this plan. Might help point out when updating the Emergency Operations Plans the actions that could be incorporated there as well.

Might suggest a more formal prioritization process such as the STAPLEE as this can help show how each action was ranked in better detail and show how actions compare to one another with a scoring system.

#### **Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)**

##### ***Plan Strengths:***

Great to see a tool for tracking action progress through the years. Tools like these can be very helpful in guiding the plan through the next five years and make it easier for the next plan update if these are utilized.

##### ***Opportunities for Improvement:***

Might be helpful to be a little more specific on the Review, Update, Evaluation, and Implementation schedule to give timeframe guidance (quarterly?, every January?, etc) and/or guidance on what should be the focus in those meetings (mitigation actions status?, new historical occurrences?, etc.) This can make the update process easier in five years, keep the plan up to date through those five years, and potentially increase the odds of sticking to this review schedule and not having it get lost in everything else through the years.

### **B. Resources for Implementing Your Approved Plan**

#### **State Sources of Technical Assistance & Funding:**

The New Hampshire State Hazard Mitigation Officer (SHMO) and State Mitigation Planner can provide guidance regarding grants, technical assistance, available publications, and training opportunities. Contact the New Hampshire **Division of Homeland Security and Emergency Management** (NH HSEM) for further assistance. View agency website for contact information at <https://www.nh.gov/safety/divisions/hsem/index.html>. Refer to the New Hampshire State Hazard Mitigation Plan (page 185) which identifies a number of potential funding sources for various mitigation activities at <https://www.nh.gov/safety/divisions/hsem/HazardMitigation/planning.html>. Communities are encouraged to work with the State to maximize use of every 406 Hazard Mitigation opportunity when available during federally declared disasters. A better alignment and increasing the effectiveness of 406 and 404 Mitigation funds, greatly benefit the community in the long run.

#### **Federal and Non-Profit Sources of Technical Assistance & Funding:**

##### **Federal Grants Resource Center and Grants.gov**

Federal agencies may support integrated planning efforts such as rural development, sustainable communities and smart growth, climate change and adaptation, historic preservation, risk analyses, wildfire mitigation, conservation, Federal Highways pilot projects, etc. The Federal Grants Resource Center is located on the website of the national non-profit Reconnecting America, and provides a compilation of key funding sources for projects in your community. Examples are HUD, DOT/FHWA, EPA, and Sustainable Communities grant programs. For more information visit: <http://reconnectingamerica.org/resource-center/federal-grant-opportunities/> or [www.grants.gov](http://www.grants.gov).

The website posts current foundation, local, state, and federal grants on one website. When seeking funding opportunities for mitigation, consider a variety of sources for grants, guidance, and partnerships, including academic institutions, non-profits, community organizations, and businesses, in addition to governmental agencies. Examples are The Partnership for Resilient Communities, the Institute for Sustainable Communities, the Rockefeller Foundation *Resilience*, The Nature Conservancy, The Kresge Climate-Resilient Initiative, the Threshold Foundation's *Thriving Resilient Communities* funding, the RAND Corporation, and ICLEI *Local Governments for Sustainability*.

<http://www.grantwatch.com>

#### **FEMA Hazard Mitigation Assistance**

FEMA's Hazard Mitigation Assistance provides funding for projects under the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM), and Flood Mitigation Assistance (FMA). Individuals and businesses are not eligible to apply for HMA funds; however, an eligible applicant or subapplicant may apply on their behalf.

<http://www.fema.gov/hazard-mitigation-assistance>

#### **Recommended FEMA Publications & Websites:**

##### **Hazard Mitigation Planning Online Webliography, FEMA Region I**

This compilation of government and private online sites is a useful source of information for developing and implementing hazard mitigation programs and plans in New England.

<http://www.fema.gov/about-region-i/about-region-i/hazard-mitigation-planning-webliography>

##### **FEMA Library**

FEMA publications can be downloaded for free from its Library website. This repository contains a wealth of information that can be especially useful in public information and outreach programs. Search by keyword to find documents related to a particular topic. Examples include building and construction techniques, the NFIP, integrating historic preservation and cultural resource protection with mitigation, and helpful fact sheets.

<http://www.fema.gov/library>

##### **FEMA RiskMAP**

Technical assistance is available through RiskMAP to assist communities in identifying, selecting, and implementing activities to support mitigation planning and risk reduction. Attend any RiskMAP discovery meetings that may be scheduled in the state (or neighboring communities with shared watershed boundaries) in the future.

<https://www.fema.gov/risk-mapping-assessment-and-planning-risk-map>

##### **FEMA Climate Change Website**

Provides resources that address climate change.

<http://www.fema.gov/climate-change>

**Other Recommended Publications & Websites:****U.S. Climate Resilience Toolkit**

Scientific tools, information, and expertise are provided to help manage climate-related risks and improve resilience to extreme events. This aid assists planning through links to a wide-variety of web-tools covering topics, including coastal flood risk, ecosystem vulnerability, and water resources. Experts can be located in the NOAA, USDA, and Department of Interior.

<https://toolkit.climate.gov>

**EPA's Resilience and Adaptation in New England (RAINE) Climate Change Program**

A collection of vulnerability, resilience and adaptation reports, plans, and webpages at the state, regional, and community levels. Communities can use the RAIN database to learn from nearby communities about building resiliency and adapting to climate change.

<http://www.epa.gov/raine>

**USDA Rural Community Development Grant Programs**

USDA operates over fifty financial assistance programs for a variety of rural applications.

<http://www.rd.usda.gov/programs-services>