

LOCAL MITIGATION PLAN REVIEW TOOL

Jurisdiction Name & State: East Montpelier, Vermont

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*.

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| Jurisdiction: East Montpelier | Title of Plan: Hazard Mitigation Plan | Date of Plan: 7/23/2019 |
| Single or Multi-jurisdiction plan? Single | | New Plan or Plan Update? Plan Update |
| Regional Point of Contact: Jonathan DeLaBruere Title: Emergency Management Planner Agency: Central Vermont Regional Planning Commission Phone Number: 802-229-0389 E-Mail: delabruere@cvregion.com | | Local Point of Contact: Bruce Johnson Title: Town & Zoning Administrator Agency: Town of East Montpelier Phone Number: 802-223-3313 E-Mail: eastmontadmin@comcast.net |

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| State Reviewer: Stephanie A. Smith | Title: Hazard Mitigation Planner | Date: 8/5/19 |
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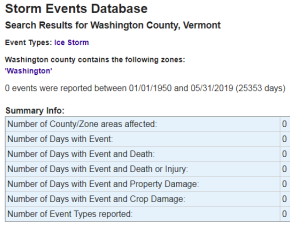
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|-----------------------------------------|---------------|--------------|
| FEMA Reviewer: | Title: | Date: |
| Date Received in FEMA Region I | | |
| Plan Not Approved | | |
| Plan Approvable Pending Adoption | | |
| Plan Approved | | |

**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 | Met | Not Met |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|------------|----------------|
| Regulation (44 CFR 201.6 Local Mitigation Plans) | (section and/or page number) | Met | Not Met |
| 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)) | Section 4, Page 7-11 | 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)) | Section 4, Page 9-11 | X | |
| A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1)) Since the plan was out for public comment when submitted, make sure to update with any additional feedback received. I would also update the headers in table 1 and 2 to past tense, individuals who were invited to comment. CVRPC: Table 1 updated to “were invited,” Table 2 updated to “were invited.” On page 9, language was updated to include, “Staff received comments from Vermont Emergency Management from a preliminary draft review and also from Ned Swanberg, Regional Floodplain Manager for the Central Vermont region. These comments are attached at the end of the plan.” Comments are attached as a pdf to the end of the plan. | Section 4, Page 7-11 | | X |
| A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3)) | Section 4, Page 11-12 | 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)) | Section 4, Page 12-13. Page 55 | X | |

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| Regulation (44 CFR 201.6 Local Mitigation Plans) | | | | |
| <p>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> <p>Is there a specific SB meeting each year that you will be monitoring and evaluating?</p> <p>CVRPC: Page 13 amended to reflect “amended without formal re-adoption at an annual April Select Board meeting.” CVRPC can discuss which month would be most appropriate with East Montpelier.</p> | | Section 4, Page 12-13, Page 55 | | |
| <u>ELEMENT A: REQUIRED REVISIONS</u> | | | | |
| ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT | | | | |
| <p>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> <p>You will need to include an omission rationale statement, i.e. briefly explain why you are not addressing the other hazards.</p> <p>CVRPC: Amended page 16-17 to include the following statement: “Those hazards not found to pose the greatest threat to East Montpelier such as snow, cold, landslides, wildfire, infectious disease outbreak, heat, drought, hail, and earthquake are not addressed in this Plan and were not included in the risk and vulnerability assessment due to the low occurrence, low probability of impact or negligible potential impact and scarce community resources (time and money). A review of the Vermont State Hazard Mitigation Plan of November 2018 provides a greater explanation of these hazards and possible mitigation strategies to address them. Like the State of Vermont Hazard Mitigation Plan, East Montpelier did not include the following hazards in the risk and vulnerability assessment due to the low occurrence, low vulnerability, and or geographic proximity: civil disturbance, coastal erosion, expansive soils, karst topography, sinkholes, tsunami, and volcano.”</p> | | Section 5, Page 15-34 | | X |

| 1. REGULATION CHECKLIST | | Location in Plan (section and/or page number) | Met | Not Met | | | | | | | | | | | | | | |
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| Regulation (44 CFR 201.6 Local Mitigation Plans) | | | | | | | | | | | | | | | | | | |
| <p>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> <p>Make sure the probability you list in the summary section at the end of each hazard profile matches what you have in your hazard assessment table on pg. 16.</p> <p>CVRPC: Language amended in Flood/Flash Flood/Fluvial Erosion Hazard Matrix on page 20 to “highly likely,” High Wind Matrix to “Highly Likely” (to reflect 4 in chart), Ice Matrix to “Likely”. No matrix for Invasive Species?</p> <p>Any other past occurrences you can include for ice storms?</p> <p>CVRPC: No. See image:</p>  <p>Storm Events Database Search Results for Washington County, Vermont Event Types: Ice Storm Washington county contains the following zones: Washington 0 events were reported between 01/01/1950 and 05/31/2019 (25353 days)</p> <p>Summary Info:</p> <table border="1"> <tr><td>Number of County/Zone areas affected</td><td>0</td></tr> <tr><td>Number of Days with Event</td><td>0</td></tr> <tr><td>Number of Days with Event and Death</td><td>0</td></tr> <tr><td>Number of Days with Event and Death or Injury</td><td>0</td></tr> <tr><td>Number of Days with Event and Property Damage</td><td>0</td></tr> <tr><td>Number of Days with Event and Crop Damage</td><td>0</td></tr> <tr><td>Number of Event Types reported</td><td>0</td></tr> </table> <p>Column Definitions: Mag: Magnitude, 'Dtr': Deaths, 'Inj': Injuries, 'PID': Property Damage, 'CID': Crop Damage</p> | | Number of County/Zone areas affected | 0 | Number of Days with Event | 0 | Number of Days with Event and Death | 0 | Number of Days with Event and Death or Injury | 0 | Number of Days with Event and Property Damage | 0 | Number of Days with Event and Crop Damage | 0 | Number of Event Types reported | 0 | Section 5, Page 15-34 | | X |
| Number of County/Zone areas affected | 0 | | | | | | | | | | | | | | | | | |
| Number of Days with Event | 0 | | | | | | | | | | | | | | | | | |
| Number of Days with Event and Death | 0 | | | | | | | | | | | | | | | | | |
| Number of Days with Event and Death or Injury | 0 | | | | | | | | | | | | | | | | | |
| Number of Days with Event and Property Damage | 0 | | | | | | | | | | | | | | | | | |
| Number of Days with Event and Crop Damage | 0 | | | | | | | | | | | | | | | | | |
| Number of Event Types reported | 0 | | | | | | | | | | | | | | | | | |
| <p>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> <p>What you have included in the summary table at the end of each hazard profile is a bit light to meet this requirement. Specifically, what in East Montpelier is vulnerable to each hazard? E.g. critical facilities, specific areas in the community that are the most vulnerable, etc.</p> <p>CVRPC: In flood/flash flood/fluval erosion matrix, added, “within and adjacent to the Flood Erosion Hazard Area.” In High Wind matrix, added “Large trees along roads and utility Right-Of-Ways, as well as culverts and bridges across Town.” Left Ice the same.</p> <p>You have a bit more info in the ice storm section re: vulnerable populations, which is good.</p> | | Section 5, Page 20 | | X | | | | | | | | | | | | | | |
| <p>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> | | Section 5, Page 18 | X | | | | | | | | | | | | | | | |
| ELEMENT B: REQUIRED REVISIONS | | | | | | | | | | | | | | | | | | |
| ELEMENT C. MITIGATION STRATEGY | | | | | | | | | | | | | | | | | | |

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| Regulation (44 CFR 201.6 Local Mitigation Plans) | | | | |
| 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)) The list in section 4.2 is a start—you will need to include whether you can improve or expand upon any of these capabilities to better implement mitigation actions. Most communities address this in a table, let me know if it would be helpful to see an example from a different plan. CVRPC: Table added on p. 12. List adapted to Table and will be finished. | Section 4, Page 11-12 | | 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)) | Section 5, Page 18-19 | X | | |
| C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i)) I’m not seeing your hazard mitigation goals. CVRPC: Added/Replaced text on p. 38 to include: “The 2019 Local Hazard Mitigation Plan consists of the following goals: 1. To reduce the risk to human life and property from the natural hazard of fluvial erosion. 2. To reduce the risk to human life and property from the natural hazard of inundation flooding. 3. To reduce the risk to human life and property from the natural hazard of wind storms. 4. To reduce the risk to human life and property from the natural hazard of ice storms. 5. To reduce the risk to human life and property from the hazard of invasive species.” | Section 7, Page 36 | | 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)) | Section 7, Page 36 | 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)) You will need to include start and end date for your actions, e.g. 2019-2021 or Spring 2020-Fall 2020. CVRPC: Start dates (2019) added for each action on p. 39, 40. “Ongoing” remains since it will be ongoing during the 5-year duration of this plan. | Section 7, Page 37 | | X | |

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| Regulation (44 CFR 201.6 Local Mitigation Plans) | | | | |
| 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)) Pg. 13 is good re: past integration—briefly include how you will continue to integrate the LHMP into other planning mechanisms going forward. CVRPC: Added on p. 15. “Moving forward, it is the intent of the Town to integrate this local hazard mitigation plan’s goals into all planning processes undertaken by the town, including, but not limited to, municipal plan amendments, zoning bylaw amendments, and enhanced energy planning.” | Section 4, Page 13 Section 7, Page 35 | | X | |
| ELEMENT C: REQUIRED REVISIONS | | | | |
| 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)) You start to address this in section 3.2—include whether vulnerability has remained the same, increased or decreased since the previous plan and briefly explain based on the location of new development or any mitigation project that may have resulted in reduced vulnerability. CVRPC: Added language on p. 4 to state, “While development has increased in East Montpelier over the last ten years, the locations and low densities of these new developments have not caused any increases in vulnerability since the last plan,” and on p. 16. “Due to the upgrading and expansion of the culvert on Quaker Road, the upgrading and stabilizing of the hillside on Muddy Brook, the annual reports on inundation flooding modeling by Green Mountain Power, and the installation of two generators at the school and town garage, East Montpelier is less vulnerable in 2019 than in 2014.” | Section 7, Page 35 | | X | |
| D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3)) | Section 4, Page 13-14 | X | | |
| D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3)) I’m not seeing where you address this. Include how priorities have changed or stayed the same since the previous plan and briefly what those priorities are. CVRPC: On p. 19, added, “Since the last plan in 2013, Dam Failure and Landslides have been removed from the list of priority hazards, but flooding, wind, and ice storms have stayed. The 2019 Plan includes a discussion of invasive species, which the planning team decided to elevate due to the relatively recent influx of damages and illnesses caused by them.” | Section 7, Page 35 | | X | |

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| Regulation (44 CFR 201.6 Local Mitigation Plans) | | | | |
| <u>ELEMENT D: REQUIRED REVISIONS</u> | | | | |
| 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)) | Page 56 | X | | |
| E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5)) | | | | |
| <u>ELEMENT E: REQUIRED REVISIONS</u> | | | | |
| ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA) | | | | |
| F1. | | | | |
| F2. | | | | |
| <u>ELEMENT F: REQUIRED REVISIONS</u> | | | | |

SECTION 2: PLAN ASSESSMENT

INSTRUCTIONS: The purpose of the Plan Assessment is to offer the local community more comprehensive feedback to the community on the quality and utility of the plan in a narrative format. The audience for the Plan Assessment is not only the plan developer/local community planner, but also elected officials, local departments and agencies, and others involved in implementing the Local Mitigation Plan. The Plan Assessment must be completed by FEMA. The Assessment is an opportunity for FEMA to provide feedback and information to the community on: 1) suggested improvements to the Plan; 2) specific sections in the Plan where the community has gone above and beyond minimum requirements; 3) recommendations for plan implementation; and 4) ongoing partnership(s) and information on other FEMA programs, specifically RiskMAP and Hazard Mitigation Assistance programs. The Plan Assessment is divided into two sections:

1. Plan Strengths and Opportunities for Improvement
2. Resources for Implementing Your Approved Plan

Plan Strengths and Opportunities for Improvement is organized according to the plan Elements listed in the Regulation Checklist. Each Element includes a series of italicized bulleted items that are suggested topics for consideration while evaluating plans, but it is not intended to be a comprehensive list. FEMA Mitigation Planners are not required to answer each bullet item, and should use them as a guide to paraphrase their own written assessment (2-3 sentences) of each Element.

The Plan Assessment must not reiterate the required revisions from the Regulation Checklist or be regulatory in nature, and should be open-ended and to provide the community with suggestions for improvements or recommended revisions. The recommended revisions are suggestions for improvement and are not required to be made for the Plan to meet Federal regulatory requirements. The italicized text should be deleted once FEMA has added comments regarding strengths of the plan and potential improvements for future plan revisions. It is recommended that the Plan Assessment be a short synopsis of the overall strengths and weaknesses of the Plan (no longer than two pages), rather than a complete recap section by section.

Resources for Implementing Your Approved Plan provides a place for FEMA to offer information, data sources and general suggestions on the overall plan implementation and maintenance process. Information on other possible sources of assistance including, but not limited to, existing publications, grant funding or training opportunities, can be provided. States may add state and local resources, if available.

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

How does the Plan go above and beyond minimum requirements to document the planning process with respect to:

- *Involvement of stakeholders (elected officials/decision makers, plan implementers, business owners, academic institutions, utility companies, water/sanitation districts, etc.);*
- *Involvement of Planning, Emergency Management, Public Works Departments or other planning agencies (i.e., regional planning councils);*
- *Diverse methods of participation (meetings, surveys, online, etc.); and*
- *Reflective of an open and inclusive public involvement process.*

Element B: Hazard Identification and Risk Assessment

In addition to the requirements listed in the Regulation Checklist, 44 CFR 201.6 Local Mitigation Plans identifies additional elements that should be included as part of a plan's risk assessment. The plan should describe vulnerability in terms of:

- 1) *A general description of land uses and future development trends within the community so that mitigation options can be considered in future land use decisions;*
- 2) *The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas; and*
- 3) *A description of potential dollar losses to vulnerable structures, and a description of the methodology used to prepare the estimate.*

How does the Plan go above and beyond minimum requirements to document the Hazard Identification and Risk Assessment with respect to:

- *Use of best available data (flood maps, HAZUS, flood studies) to describe significant hazards;*
- *Communication of risk on people, property, and infrastructure to the public (through tables, charts, maps, photos, etc.);*
- *Incorporation of techniques and methodologies to estimate dollar losses to vulnerable structures;*
- *Incorporation of Risk MAP products (i.e., depth grids, Flood Risk Report, Changes Since Last FIRM, Areas of Mitigation Interest, etc.); and*
- *Identification of any data gaps that can be filled as new data became available.*

Element C: Mitigation Strategy

How does the Plan go above and beyond minimum requirements to document the Mitigation Strategy with respect to:

- *Key problems identified in, and linkages to, the vulnerability assessment;*
- *Serving as a blueprint for reducing potential losses identified in the Hazard Identification and Risk Assessment;*
- *Plan content flow from the risk assessment (problem identification) to goal setting to mitigation action development;*
- *An understanding of mitigation principles (diversity of actions that include structural projects, preventative measures, outreach activities, property protection measures, post-disaster actions, etc);*
- *Specific mitigation actions for each participating jurisdictions that reflects their unique risks and capabilities;*
- *Integration of mitigation actions with existing local authorities, policies, programs, and resources; and*
- *Discussion of existing programs (including the NFIP), plans, and policies that could be used to implement mitigation, as well as document past projects.*

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

How does the Plan go above and beyond minimum requirements to document the 5-year Evaluation and Implementation measures with respect to:

- *Status of previously recommended mitigation actions;*
- *Identification of barriers or obstacles to successful implementation or completion of mitigation actions, along with possible solutions for overcoming risk;*
- *Documentation of annual reviews and committee involvement;*
- *Identification of a lead person to take ownership of, and champion the Plan;*
- *Reducing risks from natural hazards and serving as a guide for decisions makers as they commit resources to reducing the effects of natural hazards;*
- *An approach to evaluating future conditions (i.e. socio-economic, environmental, demographic, change in built environment etc.);*
- *Discussion of how changing conditions and opportunities could impact community resilience in the long term; and*
- *Discussion of how the mitigation goals and actions support the long-term community vision for increased resilience.*

B. Resources for Implementing Your Approved Plan

Ideas may be offered on moving the mitigation plan forward and continuing the relationship with key mitigation stakeholders such as the following:

- *What FEMA assistance (funding) programs are available (for example, Hazard Mitigation Assistance (HMA)) to the jurisdiction(s) to assist with implementing the mitigation actions?*
- *What other Federal programs (National Flood Insurance Program (NFIP), Community Rating System (CRS), Risk MAP, etc.) may provide assistance for mitigation activities?*
- *What publications, technical guidance or other resources are available to the jurisdiction(s) relevant to the identified mitigation actions?*
- *Are there upcoming trainings/workshops (Benefit-Cost Analysis (BCA), HMA, etc.) to assist the jurisdictions(s)?*
- *What mitigation actions can be funded by other Federal agencies (for example, U.S. Forest Service, National Oceanic and Atmospheric Administration (NOAA), Environmental Protection Agency (EPA) Smart Growth, Housing and Urban Development (HUD) Sustainable Communities, etc.) and/or state and local agencies?*

