

# Plan Maintenance

## Evaluating and Updating the Plan

The **Skagit County Natural Hazards Mitigation Plan** will be evaluated on an annual basis to determine the effectiveness of mitigation programs, projects, or other related activities and to reflect changes in land development or programs that may affect mitigation priorities and/or strategies; the plan will be updated every five years. Five-year updates will be delivered to the Washington State Hazard Mitigation Officer for review and forwarding to the Federal Emergency Management Agency, Region X Office.

## Annual Plan Evaluation

In an effort to facilitate the annual plan evaluation process, the Skagit Natural Hazards Mitigation Planning Committee will remain a semi-active group following the formal adoption of this plan and shall be charged with the responsibility of conducting an annual plan evaluation during the months of July, August, and September of each calendar year. The Director of the Skagit County Department of Emergency Management or his/her designee will be responsible for contacting the chairperson and members of the Skagit Natural Hazards Mitigation Planning Committee and organizing the annual plan evaluation process.

The Skagit Natural Hazards Mitigation Planning Committee will review the current natural hazards mitigation strategies to determine their relevance to changing situations within Skagit County as well as known changes in State or Federal policy, and to insure these mitigation strategies are addressing current and expected conditions.

As part of this annual evaluation, those communities that participate in the Community Rating System shall submit a copy of their annual evaluation report to the Chairperson of the Skagit Natural Hazards Mitigation Planning Committee no later than September 15<sup>th</sup> of each calendar year.

Following the annual plan evaluation process, the Chairperson of the Skagit Natural Hazards Mitigation Planning Committee, in cooperation with the Skagit County Department of Emergency Management, will prepare a written report describing: 1) the plan evaluation process; 2) the status of any current mitigation activities or projects; 3) any deficiencies identified as a result of the plan evaluation. Copies of this report shall be mailed to the Mayors of each of the participating municipalities, the Board of Skagit County Commissioners, the Chairperson of the Swinomish Indian Senate, the Chairperson of the Upper Skagit Tribal Council, and the Commissioners of Skagit County Dike District #12 no later than September 30<sup>th</sup> of each calendar year. In addition, a copy of this report will also be mailed to the Washington State Hazard Mitigation Officer no later than September 30<sup>th</sup> of each calendar year.

**NOTE:** This annual plan evaluation and report is for the express purpose of evaluating and reporting the status of the various mitigation strategies and/or projects identified in this plan and to assess the progress of existing mitigation activities.

Those jurisdictions that participate in the Community Rating System are responsible for evaluating, maintaining, and updating their Community Rating System Program as well as submitting written reports in accordance with current Community Rating System requirements.

In an effort to maintain continuity and coordinate the development of mitigation strategies and the completion of mitigation activities and/or projects, Community Rating System annual evaluation reports prepared by individual jurisdictions will be reviewed, considered, and included in the annual Hazard Mitigation Plan evaluation report.

### Five-Year Plan Update

Updates to the **Skagit County Natural Hazards Mitigation Plan** shall be conducted on a five-year cycle and shall commence at the direction of the Director of the Skagit County Department of Emergency Management no later than March 1<sup>st</sup> of the scheduled update year. Upon such direction, staff from the Skagit County Department of Emergency Management, in cooperation with the chairperson of the Skagit Natural Hazards Mitigation Planning Committee, will begin the process of updating the plan.

The Mayors of each of the participating municipalities, the Board of County Commissioners, the Chairperson of the Swinomish Indian Senate, the Chairperson of the Upper Skagit Tribal Council, and the Commissioners of Skagit County Dike District #12 shall approve the updated plan and a copy of the updated plan shall be submitted to the Washington State Hazard Mitigation Officer no later than September 30<sup>th</sup> of the update year.

<b>PLAN EVALUATION AND UPDATE SCHEDULE 2004 – 2008</b>	
<b>Date</b>	<b>Required Action to be Taken</b>
July-September 2004	Conduct plan evaluation and public meeting
September 2004	Submit written report to Washington State Hazard Mitigation Officer
July - September 2005	Conduct plan evaluation and public meeting
September 2005	Submit written report to Washington State Hazard Mitigation Officer
July-September 2006	Conduct plan evaluation and public meeting
September 2006	Submit written report to Washington State Hazard Mitigation Officer
July-September 2007	Conduct plan evaluation and public meeting
September 2007	Submit written report to Washington State Hazard Mitigation Officer
February 2008	Director of the Skagit County Department of Emergency Management directs plan to be updated
March 2008	Skagit Natural Hazards Mitigation Planning Committee Chairperson and Department of Emergency Management staff will begin 5-year plan update process; request a report of all mitigation activities and/or projects from all participating jurisdictions.
March 2008 - June 2008	Update plan in cooperation with Skagit Natural Hazards Mitigation Planning Committee Chairperson and others as may be necessary
July & August 2008	Conduct at least one public meeting regarding the plan update; receive comments from Planning Committee Members, stakeholders, and the public; make revisions as may be necessary
September 2008	Updated plan approved by all participating entities
September 2008	Submit updated plan to Washington State Hazard Mitigation Officer

## Continued Public Involvement

All participating entities are dedicated to the continued involvement of the public in the natural hazards mitigation process.

Copies of the **Skagit County Natural Hazards Mitigation Plan** will be kept and made available for public review at the following locations:

- Skagit County Department of Emergency Management
- Skagit County Public Works Department
- Skagit County Planning Department
- City of Anacortes Planning Department
- City of Anacortes Library
- City of Burlington Planning Department
- City of Burlington Library
- Town of Concrete Town Hall
- Concrete Library
- Town of Hamilton Town Hall
- Town of La Conner Planning Department
- La Conner Regional Library
- Town of Lyman Town Hall
- City of Mount Vernon Planning Department
- City of Mount Vernon Library
- City of Sedro-Woolley Planning Department
- City of Sedro-Woolley Library
- Swinomish Indian Tribal Community Planning Department
- Upper Skagit Indian Tribe Public Works Department

A notice regarding the existence and location of these copies of the **Skagit County Natural Hazards Mitigation Plan** will be publicized annually during the month of September in the Skagit Valley Herald, the local daily newspaper that serves Skagit County.

The Skagit County Department of Emergency Management shall be responsible for receiving, tracking, and filing public comments regarding the **Skagit County Natural Hazards Mitigation Plan**. Contact information for the Skagit County Department of Emergency Management is included in the Point Of Contact information on page iii.

A public meeting will be held as a part of the annual plan evaluation process as well as the five-year plan update. Additional meetings may also be held as deemed necessary by the Chairperson of the Skagit Natural Hazards Mitigation Planning Committee. The purpose of these meetings is to provide a public forum so that citizens can express concerns, opinions, or ideas about the **Skagit County Natural Hazards Mitigation Plan**.

The Skagit County Public Information Officer shall be responsible for utilizing Skagit County resources to publicize annual public meetings in order to facilitate continued public involvement in the natural hazards mitigation process within Skagit County.