

# 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 Monitoring and Evaluation

In an effort to facilitate the monitoring and evaluating of the plan on an annual basis, the Skagit Natural Hazards Mitigation Planning Committee will remain a semi-active group following the formal re-adoption of this plan and shall be charged with the responsibility of conducting an annual review of the plan during the month of July 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 review.

On an annual basis, the Skagit Natural Hazards Mitigation Planning Committee will collect reports from various jurisdictions regarding progress made in implementing and/or accomplishing mitigation projects or activities (if any) as well as evaluating 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. The Skagit Natural Hazards Mitigation Planning Committee will also work to identify implementation problems (technical, political, legal, and financial) and, as appropriate, develop recommendations and strategies to overcome these implementation problems.

As part of the annual process to monitor and evaluate the plan, 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 year.

Following the annual plan monitoring and 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. 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.*

### **2003 – 2008 Plan Maintenance; Successes and Failures**

Between 2003 and 2008, the Skagit Natural Hazards Steering Committee maintained the **Skagit County Natural Hazards Mitigation Plan** through the following activities conducted on an annual basis:

1. The plan was reviewed by Skagit County Department of Emergency Management staff and possible deficiencies were noted based on new or revised data.
2. The Skagit Natural Hazards Steering Committee reviewed 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 were addressing current and expected conditions.
3. The Skagit Natural Hazards Steering Committee coordinated the advertising for and conducted a public meeting to provide the public with an opportunity to express their concerns regarding natural hazards as well as completed and proposed mitigation projects and other topics of concern. Public meetings were held on:
  - July 21, 2004.
  - September 28, 2005.
  - July 18, 2006.
  - August 21, 2007.
4. A written report was prepared by Skagit County Department of Emergency Management staff and submitted to the Washington State Hazard Mitigation Officer during the month of September.

While the above-listed activities were carried out consistent with the plan, the Skagit Natural Hazards Mitigation Planning Committee fell short in regularly accomplishing the following plan maintenance activities during the 2003 – 2008 plan cycle:

1. Mailing copies of the annual report to representatives of all participating entities.
2. Obtaining annual Community Rating System reports from all participating CRS jurisdictions for inclusion in the annual hazard mitigation report.
3. Publicizing the existence of the **Skagit County Natural Hazards Mitigation Plan** and locations where the public could review the plan annually in the Skagit Valley Herald, the local daily newspaper that serves Skagit County.

As part of the 2008 plan update process, the Skagit Natural Hazards Mitigation Planning Committee members have agreed that additional effort must be given in the future to insure these plan maintenance activities are carried out in accordance with the **Skagit County Natural Hazards Mitigation Plan**.

### 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.

Two (2) copies of the updated plan will be delivered to the Washington State Hazard Mitigation Officer for review and forwarding to the Federal Emergency Management Agency, Region X Office no later than September 30<sup>th</sup> of the update year. ***Following receipt from FEMA of a notice of pre-adoption approval of the plan, each participating entity shall then formally adopt the plan.*** Copies of the adopting resolutions will then be forwarded to the Washington State Hazard Mitigation Officer and copies will also be inserted into Appendix A of the **Skagit County Natural Hazards Mitigation Plan**.

PLAN EVALUATION AND UPDATE SCHEDULE 2009 – 2013	
Date	Required Action to be Taken
July 2009	Conduct plan evaluation and public meeting
September 2009	Submit written report to Washington State Hazard Mitigation Officer
July 2010	Conduct plan evaluation and public meeting
September 2010	Submit written report to Washington State Hazard Mitigation Officer
July 2011	Conduct plan evaluation and public meeting
September 2011	Submit written report to Washington State Hazard Mitigation Officer
July 2012	Conduct plan evaluation and public meeting
September 2012	Submit written report to Washington State Hazard Mitigation Officer
February 2013	Director of the Skagit County Department of Emergency Management directs plan to be updated
March 2013	Skagit Natural Hazards Mitigation Planning Committee Chairperson and Skagit County 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 2013 - August 2013	Update plan in accordance with FEMA requirements.
September 2013	Submit copies of updated plan to Washington State Hazard Mitigation Officer.
December 2013	Promulgate plan following receipt from FEMA of a notice of pre-adoption approval of the plan.
December 2013	Updated plan adopted by all participating entities following receipt from FEMA of a notice of pre-adoption approval of the plan.

## Continued Public Involvement; 2008 – 2013

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

As in the past, copies of the **Skagit County Natural Hazards Mitigation Plan** will be kept and made available for public review. Hard copies of the plan will be available at:

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

In addition, the plan will be available for viewing via the internet at the Skagit County Department of Emergency Management web page: <http://www.skagitcounty.net/dem>

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 to provide a public forum so that citizens can express concerns, opinions, or ideas about the **Skagit County Natural Hazards Mitigation Plan**. Information regarding the existence and availability of the **Skagit County Natural Hazards Mitigation Plan** will be publicized annually in the Skagit Valley Herald, the local daily newspaper that serves Skagit County, as part of the annual public meeting notice.

The Skagit County Department of Emergency Management 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.

At this time, it is anticipated that the **Skagit County Natural Hazards Mitigation Plan** will be fully updated again in 2013.