

3. PLANNING PROCESS

3. Multi-Jurisdictional Planning Participation

Requirement §201.6(a)(3): Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process...Statewide plans will not be accepted as multi-jurisdictional plans.

Elements	A. Does the new or updated plan describe how each jurisdiction participated in the plan's development?
	B. Does the updated plan identify all participating jurisdictions, including new, continuing, and the jurisdictions that no longer participate in the plan?

DOCUMENTATION OF MULTI-JURISDICTIONAL PARTICIPATION PLANNING PROCESS

Municipality	Meetings	E-mail	Mailings
Acton, Town of	X	X	X
Alfred, Town of	X	X	X
Arundel, Town of	X	X	X
Berwick, Town of		X	X
Biddeford, City of	X	X	X
Buxton, Town of	X	X	X
Cornish, Town of		X	X
Dayton, Town of		X	X
Eliot, Town of	X	X	X
Hollis, Town of		X	X
Kennebunk, Town of	X	X	X
Kennebunkport, Town of	X	X	X
Kittery, Town of	X	X	X
Lebanon, Town of	X	X	X
Limerick, Town of	X	X	X
Limington, Town of	X	X	X
Lyman, Town of		X	X
Newfield, Town of		X	X
North Berwick, Town	X	X	X
Ogunquit, Town of		X	X
Old Orchard Beach, Town of	X	X	X
Parsonsfield, Town of		X	X
Saco, City of	X	X	X
Sanford, Town of	X	X	X
Shapleigh, Town of	X	X	X
South Berwick, Town	X	X	X
Waterboro, Town of	X	X	X
Wells, Town of	X	X	X
York, Town of	X	X	X

B. STATUS OF MULTI-JURISDICTIONAL PARTICIPATION

Summary of Participating Municipalities		
Name of Municipality	Participated in Prior Plan 2005	Participated in this Plan 2010
Acton, Town of	X	X
Alfred, Town of	X	X
Arundel, Town of	X	X
Berwick, Town of	X	X
Biddeford, City of	X	X
Buxton, Town of	X	X
Cornish, Town of	X	X
Dayton, Town of	X	X
Eliot, Town of	X	X
Hollis, Town of	X	X
Kennebunk, Town of	X	X
Kennebunkport, Town of	X	X
Kittery, Town of	X	X
Lebanon, Town of	X	X
Limerick, Town of	X	X
Limington, Town of	X	X
Lyman, Town of	X	X
Newfield, Town of	X	X
North Berwick, Town of	X	X
Ogunquit, Town of	X	X
Old Orchard Beach, Town of	X	X
Parsonsfield, Town of	X	X
Saco, City of	X	X
Sanford, Town of	X	X
Shapleigh, Town of	X	X
South Berwick, Town of	X	X
Waterboro, Town of	X	X
Wells, Town of	X	X
York, Town of	X	X

4. Documentation of the Planning Process

Requirement §201.6(b): In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include:

- (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

Requirement §201.6(c)(1): (The plan shall document) 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.

Elements	A. Does the plan provide a narrative description of the process followed to prepare the new or updated plan?
	B. Does the new or updated plan indicate who was involved in the current planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated in the plan committee, provided information, reviewed drafts, etc).
	C. Does the new or updated plan indicate how the public was involved? (was the public provided an opportunity to comment on the plan during the drafting stage prior to the plan approval)?
	D. Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits and other interested parties to be involved in the process?
	E. Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?
	F. Does the updated plan document how the planning team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?

A. NARRATIVE DESCRIPTION

How plan was prepared

The York County Hazard Mitigation Plan is a multi-jurisdictional plan, completed under the direction of the York County Emergency Management Agency (YCEMA). To complete the plan, YCEMA contracted the Southern Maine Regional Planning Commission (SMRPC).

Beginning in January 2010, SMRPC began to update the plan. In April 2010, we held a Plan Update kick-off meeting at YCEMA for all local EMA Directors. In June and July, 2010, SMRPC held 4 presentations (see table below) around the County to kick-off the update process by informing municipalities and the public about the need to update the plan and how future mitigation grants would be tied to having FEMA-approved plans. The meeting also included a summary of the update process, a survey hand-out, and time for an open discussion about hazard mitigation issues and concerns. A representative from YCEMA and SMRPC were there to provide a copy of the current plan on CD, informational hand-outs, and to distribute a survey.

DOCUMENTATION OF LOCAL PARTICIPATION

4/21/10 – Initial meeting to kick-off Hazard Mitigation Plan Update

6/22/10 – Hazard Mitigation Plan Update – towns of Sanford, Berwick, Lebanon, Acton, Alfred, No Berwick, Newfield and Shapleigh

7/13/10 – Hazard Mitigation Plan Update – towns of Eliot, Kittery, So Berwick, Ogunquit and York

7/15/10 – Hazard Mitigation Plan Update – towns of Arundel, Biddeford, Kennebunk, Kennebunkport, OOB, Saco and Wells

7/29/10 – Hazard Mitigation Plan Update – towns of Buxton, Cornish, Dayton, Hollis, Limerick, Limington, Lyman, Parsonsfield and Waterboro

Municipality	4/21 Kickoff Meeting	6/22/10 Public Meeting	7/13/10 Public Meeting	7/15/10 Public Meeting	7/29/10 Public Meeting	TOTAL
Acton, Town of		1				1
Alfred, Town of		1				1
Arundel, Town of	1					1
Berwick, Town of						0
Biddeford, City of	2			3		5
Buxton, Town of	2				2	4
Cornish, Town of					1	1
Dayton, Town of					1	1
Eliot, Town of			2			2
Hollis, Town of						0
Kennebunk, Town of	2			1		3
Kennebunkport, Town of				2		2
Kittery, Town of	1		1			2
Lebanon, Town of	1	1				2
Limerick, Town of	1				2	3
Limington, Town of	1				2	3
Lyman, Town of						0
Newfield, Town of					1	1
North Berwick, Town of	1	1				2
Ogunquit, Town of						0
Old Orchard Beach, Town of				1		1
Parsonsfield, Town of					1	1
Saco, City of						0
Sanford, Town of	3	1				4
Shapleigh, Town of	1	1				2
South Berwick, Town of	1		1			2
Waterboro, Town of	1			1		2
Wells, Town of	1			1		2
York, Town of			1			1
TOTAL	19	6	5	9	10	49

A survey was distributed at the public meetings to gather input. Below is a list of the survey questions and a summary of the survey results:

1. Top three disasters that occur most often in your community							
Coastal Erosion	Coastal Storm	Dam Failure	Flood	Severe Winter Storm	Severe Summer Storm	Hurricane	Landslide
6	16	1	45	43	29	4	0

2. Top three disasters that are/would be the most problematic for your community							
Coastal Erosion	Coastal Storm	Dam Failure	Flood	Severe Winter Storm	Severe Summer Storm	Hurricane	Landslide
2	8	9	42	37	22	23	0

Summary of completed survey forms are in Appendix B.

In July the municipalities were assigned the task of hazard rating to identify the types of hazards to be included in the plan. The hazard rating scoring system is shown below.

Task 1 – Natural Hazard Identification and Rating Survey

Purpose: The purpose of this survey is to determine the most frequently occurring natural hazards affecting your jurisdiction. Respondents were told to use the next five years as the time frame for estimating the likelihood of various hazards.

SEVERITY OF HAZARD RATING		
Rating Score	Summary Description	Impact
3	Severe	Multiple deaths, mass casualties, or millions of dollars in damages
2.5	High	Deaths or injuries; or \$100,000 in damages
2	Moderate	Single death or several injuries; or \$10,000 in damages
1.5	Low	Injuries; or \$1,000s in damages
1	Slight	No deaths, single injury; or \$100s in damages

LIKELIHOOD OF HAZARD RATING	
Rating	Description
A	Very likely
B	Possible
C	Very unlikely

POTENTIAL DISASTER TYPES			
Hazard Type	Description	Severity of Hazard	Likelihood of Hazard
Coastal Erosion	Wearing away of coastal soil by water, ice, or wind		
Coastal Storm	Violent weather (wind, rain)		
Earthquake	Event of 5.5 or more on Richter Scale		
Dam Failure	Loss of structural integrity of dams		
Flood	Overflow of water onto land areas		
Hurricane and tropical storm	Storm producing heavy rain and wind		
Landslide	Sliding down of a mass of earth, rocks, or buildings down a slope		
Severe Winter Storm	Violent weather (wind, ice, snow)		
Severe Summer Storm	Violent weather (wind, rain, hail, lightning)		
Tornado	Violent rotating column of air		
Urban fire	Burning of buildings		
Wildfire/forest fire	Burning of trees and underbrush		
Other			

This draft of the plan was completed by November 21, 2010 for review by the FEMA Region I office in Boston and by each of the 29 municipalities in York County. YCEMA and SMRPC will take comments from this plan draft and will complete a final version of the plan. The plan will then be sent to the York County Commission and to each municipal legislative body for adoption.

B. PEOPLE WHO WERE INVOLVED IN THE PLANNING PROCESS

YCEMA and SMRPC were responsible for completing the plan, with the assistance from the Hazard Mitigation Planning Team, which consisted of representatives from state, county and municipal governments, and the regional planning commission. The Planning Team provided materials and information to SMRPC, participated in drafting and reviewing the plan, arranged for meetings and provided overall coordination.

York County Emergency Management Agency

Phone: 207-324-1578

Project Manager: Robert Bohlmann, Director

Other Contributing Staff: Dave Francoeur, Deputy Director
Lori Lemieux, Administrative Assistant

Southern Maine Regional Planning Commission

Phone: 207-324-2952

Project Manager: Jamie Oman-Saltmarsh, Senior Planner

Other Contributing Staff: Jonathan T. Lockman, Planning Director
Chris MacClinchy, Land Use Planner
Paul Schumacher, Executive Director
Marian Alexandre, Administrative Assistant

In addition to these two agencies, inventory data was collected from a number of different state agencies. State agencies involved in the assembly of data for this plan included:

- Maine State Office of the Fire Marshal
- Maine Forest Service
- Maine State Planning Office
- Maine Department of Transportation
- Maine Office of Geographic Information Systems
- Maine Emergency Management Agency

C. HOW THE PUBLIC WAS GIVEN AN OPPORTUNITY TO BE HEARD

As mentioned above, the planning team hosted four public meetings in June and July 2010 to discuss the purpose of the hazard mitigation plan, present the plan inventory, and discuss potential goals and objectives of the plan with members of the public. Questionnaires were distributed at the beginning of each meeting to solicit public input. These questionnaires were collected prior to the end of the meeting. The meetings concluded with an open discussion where the public was asked to share some of their answers with the group. The questionnaire responses are located in Appendix A. These meetings were held in four different geographic areas of the county so that all residents could have access to a meeting. These public meetings were advertised in local newspapers and on public access cable television channels (See Appendix A). Fliers advertising the four public meetings (June 22nd, July 13th, July 15th, and July 29th) along with meeting sign-in sheets are located in Appendix A. Copies of the information packet handed out at the meetings are also located in the Appendix A. Sign-in sheets should act as documentation of public involvement in the planning process.

In addition to these public hearings, a project website was maintained throughout the process at www.smrpc.org/hazmit.htm. This website provided regular information updates and allowed downloading of reports and presentations made throughout the process. The planning team also kept business and community leaders informed of our progress, including the York County Coalition of Chambers and the York County Municipal Officials' Association and York County Community Action Corporation.

Finally, regular updates on the plan's progress were presented at the monthly meetings of the York County Emergency Management Agency. YCEMA's monthly meetings typically have representation from most, if not all, of the county's cities and towns. Representatives of each municipality who attend these meetings then report back to officials in their own municipalities.

D. OPPORTUNITIES FOR ADDITIONAL COMMENTS

Opportunities for neighboring jurisdictions, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process were given in the form of press releases, YCEMA and SMRPC websites, newspaper notices, and public access cable television announcements.

E. REVIEW AND INCORPORATION OF EXISTING PLANS AND STUDIES

The Planning Team reviewed the 2004 County Hazard Mitigation Plan, the latest version of the State Plan and other county and local plans and incorporated them as appropriate. The Risk Assessment portion of this plan provides a more detailed summary of plans, studies and other materials that were used to identify and document various hazards.

Summary of changes from the 2004 Hazard Mitigation Plan and the 2010 Revised Plan:

- Black text shows remaining/unchanged content
- Strike through represents deletion of content and
- Red shows new content.

F. HOW THE PLANNING TEAM REVIEWED AND ANALYZED EACH SECTION OF PLAN AND WHETHER EACH SECTION WAS REVISED

This reviewed plan was developed utilizing input from:

- The 2005 County Hazard Mitigation Plan
- 2010 State Hazard Mitigation Plan
- Disaster declarations since completion of the 2005 Plan
- Information from other plans and studies completed since the 2005 Plan.

A copy of the 2005 County Plan showing additions and deletions in the 2011 Plan was provided to YCEMA, MEMA and FEMA.