

REGION IX LOCAL MITIGATION PLAN REVIEW TOOL

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. This section also includes a list of resources for implementation of the plan.
- The **Multi-Jurisdiction Summary Sheet** is a **mandatory** worksheet that is used to document which jurisdictions have participated in the planning process and are eligible to adopt the plan.
- The **Hazard Identification and Risk Assessment Matrix** is a tool for plan reviewers to identify if all components of Element B are met.

Jurisdiction: Yuma County & respective tribe and incorporated jurisdictions	Title of Plan: Yuma County Multi-Jurisdictional Hazard Mitigation Plan	Date of Plan: November 2018
Local Point of Contact: Tony Badilla	Address: Yuma County Office of Emergency Management 2200 W. 28th Street, Yuma AZ 85364	
Title: Emergency Management Direction		
Agency: Yuma County		
Phone Number: 928-317-4680	E-Mail: tony.badilla@yumacountyaz.gov	

State Reviewer: Susan Austin	Title: Planning Branch Manager	Date: November 2018
Date Received at State Agency	November 5, 2018	
Plan Not Approved		
Plan Approved/Sent to FEMA	November 6, 2018	

FEMA Reviewer: Jesse Carpentier	Title: Community Planner	Date: January 23, 2019
Date Received in FEMA Region IX	December 19, 2018	
Plan Not Approved	February 1, 2019	
Plan Approvable Pending Adoption	May 10, 2019	
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 the *Local Plan Review Guide* in Section 4, Regulation Checklist.

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
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))	a. Does the plan provide documentation of how the plan was prepared? This documentation must include the schedule or timeframe and activities that made up the plan’s development as well as who was involved.	Sect 4 Appendix B	X	
	b. Does the plan list the jurisdiction(s) participating in the plan that are seeking approval?	Sect 1.2	X	
	c. Does the plan identify who represented each jurisdiction? (At a minimum, it must identify the jurisdiction represented and the person’s position or title and agency within the jurisdiction.)	Sect 4.3	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))	a. 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 interested parties to be involved in the planning process?	Sect 4.4	X	
	b. Does the plan identify how the stakeholders were invited to participate in the process?	Sect 4.4.3	X	

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
A3. Does the plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))		Sect 4.5	X	
A4. Does the plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))		Sect. 7.4	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))		Sect 7.4	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))	a. Does the plan identify how, when, and by whom the plan will be monitored (how will implementation be tracked) over time?	Sect 7.1	X	
	b. Does the plan identify how, when, and by whom the plan will be evaluated (assessing the effectiveness of the plan at achieving stated purpose and goals) over time?	Sect 7.1	X	
	c. Does the plan identify how, when, and by whom the plan will be updated during the 5-year cycle?	Sect 7.1 & 7.2	X	
<u>ELEMENT A: REQUIRED REVISIONS</u>				
ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT				
(Reviewer: See Section 4 for assistance with Element 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))	a. Does the plan include a general description of all natural hazards that can affect each jurisdiction?	Sect 5.3	X	
	b. Does the plan provide rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area?	N/A – none omitted.	X	
	c. Does the plan include a description of the location for all natural hazards that can affect each jurisdiction?	Sect 5.3	X	
	d. Does the plan include a description of the extent for all natural hazards that can affect each jurisdiction?	Sect 5.3	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	a. Does the plan include information on previous occurrences of hazard events for each jurisdiction?	Sect 5.3	X	

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
§201.6(c)(2)(i))	b. Does the plan include information on the probability of future hazard events for each jurisdiction?	Sect 5.3	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))	a. Is there a description of each hazard's impacts on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)?	Sect 5.3	X	
	b. Is there a description of each identified hazard's overall vulnerability (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction?	Sect 5.3	X	
B4. Does the plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))		Sect 5.3.4	X	
ELEMENT B: REQUIRED REVISIONS				
ELEMENT C. MITIGATION STRATEGY				
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))	a. Does the plan document each jurisdiction's existing authorities, policies, programs and resources?	Sect 6.2	X	
	b. Does the plan document each jurisdiction's ability to expand on and improve these existing policies and programs?	Sect 6.2	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))		Sect 6.2.4	X	
C3. Does the plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))		Sect 6.1	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))	a. Does the plan identify and analyze a comprehensive range (different alternatives) of specific mitigation actions and projects to reduce the impacts from hazards?	Sect 6.3.2	X	
	b. Does the plan identify mitigation actions for every hazard posing a threat to each participating jurisdiction?	Sect 6.3.2	X	

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
	c. Do the identified mitigation actions and projects have an emphasis on new and existing buildings and infrastructure?	Sect 6.3.2	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))	a. Does the plan explain how the mitigation actions and projects will be prioritized (including cost benefit review)?	Sect 6.3.2	X	
	b. Does the plan identify the position, office, department, or agency responsible for implementing and administering the action/project, potential funding sources and expected timeframes for completion?	Sect 6.3.2	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))	a. Does the plan identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated?	Sect 7.3	X	
	b. Does the plan describe each community's process to integrate the data, information, and hazard mitigation goals and actions into other planning mechanisms?	Sect 7.3	X	
	c. The updated plan must explain how the jurisdiction(s) incorporated the mitigation plan, when appropriate, into other planning mechanisms as a demonstration of progress in local hazard mitigation efforts.	Sect 7.3	X	
<u>ELEMENT C: REQUIRED REVISIONS</u>				
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))		Sect. 5.3	X	
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))		Sect 2.4 & Sect 6.3.1	X	
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))		Sect 6.1	X	
<u>ELEMENT D: REQUIRED REVISIONS</u>				

1. REGULATION CHECKLIST		Location in Plan	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)		(section and/or page number)		
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))	Adoption upon successful FEMA review			
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	Adoption upon successful FEMA review			
<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 this 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 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 Risk MAP 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

Strengths:

- 1) Detailed information and supporting documentation for the planning process.
- 2) Interesting, detailed profiles of the county and the jurisdictions. This background information is not required, but it provides important context for the rest of the plan.
- 3) The maps in the profiles are also very useful.

Opportunities for Improvement:

- 1) The responses to Question 7 would have been more clearly summarized if illustrated in bar graphs like the other ones.
- 2) For the next plan update, it would be beneficial to have different opportunities for public participation in addition to the online survey, particularly opportunities that target socially vulnerable communities (these opportunities might include an online survey, but it would be strategically distributed, accessible in terms of technology and language, etc.). I suggest involving community organizations that advocate for these groups during drafting and implementation.

Element B: Hazard Identification and Risk Assessment

Strengths:

- 1) The maps are very clear and useful throughout.
- 2) Excellent to see an analysis of future development changes and how that might affect risk and vulnerability.
- 3) The CPRI tables in each hazard profile are very useful and clearly show how priorities differ slightly between communities.

Element C: Mitigation Strategy

Strengths:

- 1) Using tables for the capability assessment is a very good way to keep it clear and organized.
- 2) The Annual Plan Review Reports will be an excellent way to keep an publically accessible record of plan implementation.

Opportunities for Improvement:

- 1) It is important for the jurisdictions and the consultant to understand that the ability to “expand or improve upon existing capabilities” does not only mean the ability to fund more mitigation activities; it can also mean to leverage an existing capability, with no additional resources required. To say that none of the jurisdictions have the ability to improve or expand upon existing capabilities seems very unlikely, and attempting to bypass this question is truly a missed opportunity in this planning process to identify feasible ways in which a community can increase its resilience.
- 2) Existing capabilities are listed, but it would be helpful to see a discussion of how/why each item is a capability to support hazard mitigation.

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

Strengths:

- 1) Progress in local mitigation efforts are clearly described in a table.
- 2) It seems that the planning team spent a lot of time evaluating the previous planning process, which is a good practice that I hope continues in the future.

B. Resources for Implementing and Updating Your Approved Plan

This resource section is organized into three categories:

- 1) Guidance and Resources
- 2) Training Topics and Courses
- 3) Funding Sources

Guidance and Resources

Local Mitigation Planning Handbook

<https://www.fema.gov/media-library/assets/documents/31598>

Beyond the Basics

<http://mitigationguide.org/>

Mitigation Ideas

<https://www.fema.gov/media-library/assets/documents/30627>

Plan Integration: Linking Local Planning Efforts

<https://www.fema.gov/media-library/assets/documents/108893>

Integrating Disaster Data into Hazard Mitigation Planning

<https://www.fema.gov/media-library/assets/documents/103486>

Integrating Historic Property and Cultural Resource Considerations into Hazard Mitigation Planning

<https://www.fema.gov/ar/media-library/assets/documents/4317>

Community Rating System User Manual

<https://www.fema.gov/media-library/assets/documents/8768>

U.S. Climate Resilient Toolkit

<https://toolkit.climate.gov/>

2014 National Climate Assessment

<http://nca2014.globalchange.gov/>

Managing the Risks of Extreme Events and Disasters to Advance Climate Change Adaptation

http://ipcc-wg2.gov/SREX/images/uploads/SREX-All_FINAL.pdf

FY15 Hazard Mitigation Assistance Unified Guidance

<https://www.fema.gov/media-library/assets/documents/103279>

Climate Resilient Mitigation Activities for Hazard Mitigation Assistance

<https://www.fema.gov/media-library/assets/documents/110202>

Training

More information at <https://training.fema.gov/emi.aspx> or through your State Training Officer

Mitigation Planning

IS-318 Mitigation Planning for Local and Tribal Communities

<https://training.fema.gov/is/courseoverview.aspx?code=is-318>

IS-393 Introduction to Hazard Mitigation

<https://training.fema.gov/is/courseoverview.aspx?code=is-393.a>

G-318 Preparing and Reviewing Local Plans

G-393 Mitigation for Emergency Managers

Hazard Mitigation Assistance (HMA) Grant Programs

IS-212.b Introduction to Unified HMA

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-212.b>

IS-277 Benefit Cost Analysis Entry Level

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-277>

E-212 HMA: Developing Quality Application Elements

E-213 HMA: Application Review and Evaluation

E-214 HMA: Project Implementation and Programmatic Closeout

E-276 Benefit-Cost Analysis Entry Level

GIS and Hazus-MH

IS-922 Application of GIS for Emergency Management

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-922>

E-190 ArcGIS for Emergency Managers

E-296 Application of Hazus-MH for Risk Assessment

E-313 Basic Hazus-MH

Floodplain Management

E-273 Managing Floodplain Development through the NFIP

E-278 National Flood Insurance Program/ Community Rating System

Potential Funding Sources

Hazard Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/hazard-mitigation-grant-program>

Pre-Disaster Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/pre-disaster-mitigation-grant-program>

Flood Mitigation Assistance Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/flood-mitigation-assistance-grant-program>

Emergency Management Performance Grant Program

POC: FEMA Region IX

Website: <https://www.fema.gov/emergency-management-performance-grant-program>

**SECTION 3:
MULTI-JURISDICTIONAL SUMMARY SHEET**

INSTRUCTIONS: For multi-jurisdictional plans, this summary sheet must be completed by listing each participating jurisdiction that is eligible to adopt the plan.

#	Jurisdiction Name	Jurisdiction Type	Eligible to Adopt the Plan?	Plan POC	Email
1	Yuma County	County	Y	Tony Badilla	tony.badilla@yumacountyaz.gov
2	San Luis	City	Y	Eulogio Vera	evera@cityofsanluis.org
3	Somerton	City	Y	Paul Deanda	pauldeanda@somertonaz.gov
4	Wellton	Town	Y	Donald Jones	djones@town.wellton.az.us
5	Yuma	City	Y	Michael Erfert Don Willits	mike.efert@yumaaz.gov
6	Cocopah Indian Tribe	Indian Tribe	Y	Mike Fila	mfila@cocopah.com
7					
8					
9					
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11					
12					
13					
14					
15					

SECTION 4:
HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX (OPTIONAL)

INSTRUCTIONS: This matrix can be used by the plan reviewer to help identify if all of the components of Element B have been met. List out natural hazard names that are identified in the plan in the column labeled “Hazards” and put a “Y” or “N” for each component of Element B.

HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX							
Hazard	Requirement Met? (Y/N)						
	Type	Location	Extent	Previous Occurrences	Probability	Impacts	Vulnerabilities
Drought	Y	Y	Y	Y	Y	Y	Y
Earthquake	Y	Y	Y	Y	Y	Y	Y
Extreme Heat	Y	Y	Y	Y	Y	Y	Y
Flooding	Y	Y	Y	Y	Y	Y	Y
Severe wind	Y	Y	Y	Y	Y	Y	Y
Wildfire	Y	Y	Y	Y	Y	Y	Y