

SECTION 6: PLAN MAINTENANCE PROCEDURES

1. Monitoring, Evaluating and Updating the Plan

<p>Monitoring, Evaluating and Updating the Plan</p>
<p>Requirement §201.6(c)(4)(i): (The plan shall include a plan maintenance process that includes) a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.</p>

Eighteen months prior to the Hazard Mitigation Plan update deadline, Hancock County Emergency Management Agency will organize a Hazard Mitigation Planning Committee meeting. Hancock County EMA will invite the public, town managers, selectmen, EMA directors and other interested parties to participate.

The Hazard Mitigation Planning Committee will review existing hazards of concern and determine whether any new hazards were presented throughout the past four years. The status of current mitigation projects will be updated and new projects will be added as needed. Once all hazards, projects, maps and county information have been updated, the Hancock County Hazard Mitigation Plan draft will be submitted to MEMA for review and recommendations before the final draft is forwarded to FEMA for review and approval pending adoption (APA). After APA, the towns will adopt the plan for final approval and start another five year plan cycle.

A. Monitoring the Plan

Progress on the plan will be monitored via monthly meetings with MEMA and/or meetings with local EMAs and following every federally declared disaster. On an annual basis, Hancock County EMA will meet with EMA directors to conduct a risk assessment and project review. The Hancock County EMA is responsible for contacting the Hancock County Mitigation Team and organizing a formal review meeting every four years.

Hancock County EMA also intends to work with MEMA officials, local units of government and others in periods following disasters to better understand how the region can mitigate future damages to roads, critical facilities, residential structures and businesses. The mitigation plan and project application process will also be addressed at each federal disaster kick-off meeting and will be reinforced via email announcements for workshops and grant application deadlines.

B. Evaluating the Plan

Annually, and after each disaster declaration, Hancock EMA, in consultation with the Planning Team, will review the risk assessment section of the plan, as well as the strategies contained in the strategy section, to determine their relevance to changing situations in the county, as well as changes in state or federal policies, to ensure that they are addressing current and/or expected conditions. The parties responsible for the various implementation actions will report on the status of their projects and will include which implementation processes worked well, any difficulties encountered, how coordination efforts were proceeding, and which strategies should be revised.

C. Updating the Plan

Based on the aforementioned annual review or reviews made necessary by significant storm events, the Hancock County EMA Office will make provisions for updating the plan and submitting it

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to the State Hazard Mitigation Officer in the fourth-year of the planning period. At the beginning of the fourth year of implementation of this Plan, the County EMA will convene a meeting of the local EMA Directors, who will serve as liaisons to other municipal staff and officials. Based on the evaluation of the Plan, proposed changes will be prepared for the following five-year period. The County EMA and the County Hazard Mitigation Planning Team will rely on EMA Directors for input, as well as public input obtained through public workshops, mailings, and phone-in meetings. Proposed changes to the Plan will be submitted to the Maine Emergency Management Agency and the Federal Emergency Management Agency for review. The State Hazard Mitigation Officer will review the plan prior to submittal to FEMA for conditional approval; after the plan has been conditionally approved by both the State and FEMA, the municipal jurisdictions will subsequently have one-year to formally adopt the revised plan.

2. Incorporation into existing Planning Mechanisms

Incorporating Mitigation into other Planning Mechanisms	
Requirement §201.6(c)(4)(ii): (The plan shall include a plan maintenance process that includes) a process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.	
Element	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?

County government in Maine is very limited in scope and authority to guide and/or control development within its borders. Most government authority within Maine is with State statutes and rules and with municipal “Home Rule” ordinances. All of the townships in the Unorganized Territory fall under the jurisdiction of the Maine Land Use Planning Commission, and are therefore controlled and governed by the State of Maine.

Section 5 of this Plan provides the strategies that will make Hancock County more resistant to the hazards that were profiled in the previous sections. Municipalities have already incorporated the strategies recommended by this plan into local planning mechanisms as discussed in the paragraphs below. By adopting this plan, each community, as well as Hancock County, is agreeing to continue implementation of these strategies.

Available planning mechanisms at the municipal level, and the extent to which that have incorporated local hazard mitigation, include:

- Local comprehensive plans. Most of our municipalities have adopted a comprehensive plan. Comprehensive plans are policy documents that address a wide range of issues affecting the future of the community, and those relating to public safety and environmental protection would be consistent with the strategies contained in this plan. In general, local comprehensive plans do not include recommendations on specific projects, although they may contain recommendations that roads and their associated infrastructure be upgraded as funds become available.
- Local flood plain management Ordinances. As documented in Section 5, all but one of Hancock County’s municipalities have joined the Flood Insurance Program and have adopted floodplain management ordinances aimed at managing development in flood-prone areas. In addition, all portions of the Unorganized Territory are in the Flood Insurance Program by virtue of being under the regulatory jurisdiction of the State’s Land Use Planning Commission.

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- Shoreland zoning ordinances: all of the towns in Hancock County are required to have a shoreland zoning ordinance, whether adopted by the municipality or imposed by the Maine Department of Environmental Protection. The State's Land Use Planning Commission has adopted shoreland protection controls for the County's portion of the Unorganized Territory. Shoreland zoning ordinances contain requirements for locating structures outside of known flood hazard areas and/or for complying with the requirements of municipal flood plain management ordinances.
- Subdivision review requirements: Maine state law contains criteria that local officials must use in conducting subdivision reviews. In addition, many communities have also adopted subdivision regulations aimed at managing growth in their communities.
- Capital improvement plans. Some of the larger municipalities have capital improvement plans; most of the smaller ones do not, but they do have local budgeting processes which are used to examine potential expenditures in detail and establish overall spending priorities;
- Local Budgeting Processes (which are used to examine potential expenditures in detail and establish overall spending priorities);
- Road maintenance planning efforts. These may include priorities for local improvements, but not necessarily engineering studies or cost benefit analyses;
- Emergency management and mitigation planning;
- Fire prevention planning and coordination, including participation in mutual aid agreements and multi-town wildfire training exercises; and
- Grant writing (many of the County's municipalities have been active in applying for grants to address municipal priorities).

All towns in Hancock County hold annual town meetings which are an integral part of public planning. These meetings allow all citizens equal opportunity to communicate their concerns and opinions on the state of the town and how to move forward with these concerns. The citizens in attendance at these meetings have a vested interest in the town and how and what is funded annually. Through the municipal budget process and long-term planning based on the identified mitigation actions, towns will be better able to allocate funding for these projects to safeguard their communities.

Note: See Strategy section of this plan, pages 5-3 and 5-4, for a town-by-town summary of existing authorities, policies, programs and resources available to accomplish hazard mitigation.

The County EMA Office will monitor the implementation of projects that were listed by the communities. The County EMA Office will also continue to assist municipalities with the completion of FEMA Hazard Mitigation Assistance (HMA) Grant applications.

At the local level, there has been implementation progress in some areas, but no known actions in other areas:

- Local comprehensive plans: no State money for new plans or updates
- Local budget processes: see list of projects completed with town funds
- Road maintenance planning efforts: some towns in Hancock County are now tracking repair costs and repetitive damages more closely

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- Emergency management and mitigation planning: – This has included dam exercises, ICS/NIMS training.
- Ordinances: no State money for new plans or updates
- Grant application: when available, County’s municipalities have been active in applying for grants to address mitigation issues. Most of the towns are now aware that 406 mitigation funding can be obtained through the Public Assistance Program after a disaster declaration.

In addition, the County EMA and all municipal EMAs have continued to advise their respective jurisdictions on pending hazard events, such as winter storms, as well as posted public service announcements in public locations such as municipal offices.

The County EMA has notified municipal EMAs and local officials of hazard mitigation workshops such as those related to the Pre-Disaster and Hazard Mitigation Grant programs, and workshops with hazard mitigation content such as those sponsored by Maine Dept. of Transportation’s Local Roads Center for tracking annual road conditions and associated costs.

3. Continued Public Participation

Continued Public Participation	
Requirement §201.6(c)(4)(iii): (The plan shall include a plan maintenance process that includes) a discussion on how the community will continue public participation in the plan maintenance process.	
Element	A5. Is there discussion on how the community(ies) will continue public participation in the plan maintenance process?
	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)?

Hancock County is committed to involving the public directly in the continual reshaping and updating of the Hazard Mitigation Plan. A broad solicitation and representation of the County’s populace will be afforded opportunity to directly comment upon and provide feedback about the Plan through a variety of means, including the Hancock County website, attendance at public hearings, Tabletop, Workshops/Seminars, Functional, and Full-Scale exercises, and other such forums.

The Plan will be provided to the County’s municipal Emergency Management directors and distributed to all municipal town offices for public review and comment. Invitation for doing so will be communicated by these town offices utilizing the variety of media typically employed locally for such purposes. Contained in the Plan is the contact information of the Hancock County EMA Office, to which they may direct their feedback or other commentary on the Plan, its provisions, and its proposed implementation.

In addition, the Plan will reside upon the County’s website in a downloadable (.pdf formatted) document and any proposed changes will be posted on the County EMA Office website. This site will also contain the contact information for members of the public to direct their comments or concerns. A link to this site will additionally appear upon the Maine Emergency Management Agency’s website.

It should be noted that the County considers hazard mitigation as more than just a written plan; the Plan itself is part of a larger strategy that includes preparedness, training, exercises, response, project implementation and recovery operations. Demonstrating this vision and commitment are the following public outreach efforts undertaken by Hancock County and include:

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- Maintaining and updating the Hancock County EMA website
- Communication via its newsletter, published quarterly
- Maintaining emergency communications systems
- Exercises, with After-Action follow-up as necessary
- Continuous updating of Emergency Operating Plans (EOPs)
- Participation in forums such as the annual Maine Partners in Preparedness Conference

The address and phone number of the Hancock County Emergency Management Agency are:

Hancock County Emergency Management Agency
50 State Street, Suite 4. Ellsworth, Maine 04605-1924

Office Phone: (207) 667-8126

E-Mail: ema@co.hancock.me.us

Website: <https://co.hancock.me.us/site/index.php/emergency-management-agency>