

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.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of the each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

Jurisdiction: City of Benicia	Title of Plan: Benicia Local Hazard Mitigation Plan	Date of Plan: August 2016
Local Point of Contact: Gina Eleccion	Address: 250 East L Street Benicia, CA 94510	
Title: Management Analyst		
Agency: City of Benicia Fire Department		
Phone Number: 707-746-4272	E-Mail: geleccion@ci.benicia.ca.us	

State Reviewer: Lori Newquist, Lori.Newquist@caloes.ca.gov	Title: Emergency Services Coordinator	Date: 10/19/2016 & 11/30/16
--	---	---------------------------------------

FEMA Reviewer: Tom Miller Alison Kearns	Title: FEMA Mitigation Planning Specialist Lead Community Planner	Date: 12/21/2016 3/16/2017
Date Received in FEMA Region 9	12/14/2016 3/10/2017	
Plan Not Approved		
Plan Approvable Pending Adoption	3/16/2017	
Plan Approved		

RECEIVED
MAR 24 2017

BENICIA FIRE DEPT.

LOCAL MITIGATION PLAN REVIEW TOOL

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 this *Plan Review Guide* in Section 4, Regulation Checklist.

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
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))	<ul style="list-style-type: none"> Chapter 2, Section 2.1, pgs. 7-8 	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))	<ul style="list-style-type: none"> Chapter 2, Section 2.2, pgs. 7-8 Appendix A, p.106-120 	X	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	<ul style="list-style-type: none"> Chapter 2, Section 2.3, p. 8-12, Table 2.1 Chapter 2, Section 2.4, p. 12-13, Table 2.2 Appendix A, p.129-147 	X	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	<ul style="list-style-type: none"> Chapter 3, Section pg 14-16 	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))	<ul style="list-style-type: none"> Chapter 7, Section 7.4, p. 104 	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))	<ul style="list-style-type: none"> Chapter 7, Section 7.1, p. 102-103 Chapter 7, Section 7.2, p. 103 Chapter 7, Section 7.3, p. 103-104 	X	

RECEIVED
MAR 5 4 50 AM

BENICIA FIRE DEPT.

LOCAL MITIGATION PLAN REVIEW TOOL

ELEMENT A: REQUIRED REVISIONS

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
---	---	-----	---------

ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT

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))	<ul style="list-style-type: none"> • <i>Earthquakes</i> Chapter 5, Section 5.1.1, p. 40-56 	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 §201.6(c)(2)(i))	<ul style="list-style-type: none"> • <i>Tsunami</i> Chapter 5, Section 5.1.2, p. 56-58 	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))	<ul style="list-style-type: none"> • <i>Landslides</i> Chapter 5, Section 5.1.3, p. 58-62 • <i>Floods</i> Chapter 5, Section 5.1.4, p. 62-76 • <i>Fire</i> Chapter 5, Section 5.1.5, p. 76-83 • <i>Drought</i> Chapter 5, Section 5.1.6, p. 83-90 • <i>Extreme Heat</i> Chapter 5, Section 5.1.7, p. 90-96 • <i>Terrorism</i> Chapter 5, Section 5.1.8, p. 96-97 	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))	<ul style="list-style-type: none"> • Chapter 5, Section 5.1.4, p. 66 • Chapter 5, Section 5.1.4, p. 71 	X	

ELEMENT B: REQUIRED REVISIONS

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
---	---	-----	---------

ELEMENT C. MITIGATION STRATEGY

LOCAL MITIGATION PLAN REVIEW TOOL

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))	<ul style="list-style-type: none"> Chapter 1, Section 1.1., p. 2 Chapter 1, Section 1.2., p. 2 Chapter 1, Section 1.5., p. 4-5 Chapter 3, Section 3.1, p. 14-16 Chapter 3, Section 3.3., p. 19 Appendix B, p.148-177 	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))	<ul style="list-style-type: none"> Chapter 5, Section 5.1.4, p. 66-67 	X	
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	<ul style="list-style-type: none"> Chapter 2, 2.1, p. 6 Chapter 6, Section 6.3, p. 98 	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))	<ul style="list-style-type: none"> Chapter 6, Section 6.4, Table 5.3 p. 99-102 	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))	<ul style="list-style-type: none"> Chapter 6, Section 6.2, p. 98, Section 6.4, p. 99 Appendix A 	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))	<ul style="list-style-type: none"> Chapter 3, Section 3.1, p. 14-16 Chapter 3, Section 3.2, p. 17-19 Chapter 3, Section 3.3, p. 19 Chapter 3, Section 3.4, p. 19-20 Chapter 7, Section 7.1, p. 102 	X	
ELEMENT C: REQUIRED REVISIONS			
1. REGULATION CHECKLIST			
Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
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))	NA		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	NA		

LOCAL MITIGATION PLAN REVIEW TOOL

D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	NA		
ELEMENT D: REQUIRED REVISIONS			
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))	<i>To be added after City Council Adoption</i>		
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))			N/A
ELEMENT E: REQUIRED REVISIONS			
ELEMENT F. ADDITIONAL STATE REQUIREMENTS (optional for State reviewers only; not to be completed by FEMA)			
F1. Plan must discuss climate change and its potential effect on the jurisdictions' hazards and the potential to create new hazards for the area.	<ul style="list-style-type: none"> • Chapter 1, Section 1.1, p. 2 • Chapter 3, Section 3.1, p. 12 • Chapter 4, Section 4.5, p. 28 • Chapter 5, p. 33 • Chapter 5, Section 5.1.3, p. 56 • Chapter 5, Section 5.1.4, p. 58, 64, & 66-70 • Chapter 5, Section 5.1.5, p. 75-77 • Chapter 5, Section 5.1.6, p. 84-90 	X	
ELEMENT F: REQUIRED REVISION			

LOCAL MITIGATION PLAN REVIEW TOOL

SECTION 2: PLAN ASSESSMENT

INSTRUCTIONS: The purpose of the 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 audience for the Plan Assessment is not only the plan developer/local community planner, but also elected officials, local departments and agencies, and others involved in implementing the Local Mitigation Plan. 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 RiskMAP 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.

LOCAL MITIGATION PLAN REVIEW TOOL

Element A: Planning Process

Plan Strengths

- Ability to incorporate hazard mitigation and emergency response activities/programs.
- The plan includes supporting documentation of the planning process and public involvement activities.

Element B: Hazard Identification and Risk Assessment

Plan Strengths

- The plan includes a comprehensive community profile, including a discussion of the existing land uses in the jurisdiction.
- The plan includes a very thorough description of the process utilized to identify hazards of most significance to the jurisdiction.

Opportunities for Improvement

- The plan should include a discussion of future development and its relation to identified hazard areas so that mitigation options can be considered in future land use decisions.
- The plan should include the types and numbers of existing and future buildings, infrastructure, and critical facilities located in identified hazard areas.
- The plan should identify any data gaps that can be filled as new data become available.

Element C: Mitigation Strategy

Plan Strengths

- The plan includes discussions of existing mitigation activities and programs for each identified hazard. Past projects are also documented.
- The Mitigation Strategy includes a number of actions that show an understanding of mitigation principles through it diversity of structural projects, preventative measures, outreach activities, property protection measures, etc.

Opportunities for Improvement

- The plan should include ways to overcome potential constraints to implementing the mitigation actions.

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

Plan Strengths

- The plan includes discussion and examples of how it will continue to be updated and evaluated. Continue to implement any new ideas or changes.

