

## SECTION 2 – PLANNING PROCESS

This section includes a description of 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.

Because of the similarities between hazards that pose threats to the various communities in Delaware County and existing cooperative emergency planning and response approaches, a decision was made early in the plan development process that this mitigation planning process would be implemented for multiple jurisdictions.

To ensure that the plan met the requirements of the DMA 2000, the approach to the planning process and plan documentation was developed to achieve the following two goals:

1. The plan would be multi-jurisdictional and consider all natural hazards facing the area, thereby satisfying the natural hazards mitigation planning requirements specified in DMA 2000. In addition, selected human-caused and technological hazards of concern would be evaluated. Delaware County and the jurisdictions participating include the following municipalities within Delaware County.

Town of Andes	Town of Kortright	Village of Delhi
Town of Bovina	Town of Masonville	Village of Deposit
Town of Colchester	Town of Meredith	Village of Fleischmanns
Town of Davenport	Town of Middletown	Village of Hancock
Town of Delhi	Town of Roxbury	Village of Hobart
Town of Deposit	Town of Sidney	Village of Margaretville
Town of Franklin	Town of Stamford	Village of Sidney
Town of Hamden	Town of Tompkins	Village of Stamford
Town of Hancock	Town of Walton	Village of Walton
Town of Harpersfield	Delaware County	Village of Franklin

2. The plan would be developed following the process outlined by DMA 2000, FEMA regulations, and FEMA and NYSEMO guidance. Following this process would ensure all the requirements are met and would support the plan review.

The Delaware County Multi-Jurisdictional HMP was written using the best available information obtained from a wide variety of sources. Throughout the plan development process, a concerted effort was made to gather information from participating municipal and county agencies and staff as well as stakeholders, federal and state agencies, members of the local business and industry community, and the citizens of Delaware County. The Steering Committee solicited information from local agencies and individuals with specific knowledge of certain natural hazards and past historical events, as well as planning and zoning codes, ordinances, and recent planning decisions. The natural hazard mitigation strategies contained within this plan have been developed through an extensive planning process involving local jurisdictions and agencies and the citizens of Delaware County.

This section of the Delaware County Multi-Jurisdictional HMP describes the mitigation planning process, including (1) Steering Committee involvement and efforts; (2) municipal and local involvement; (3) stakeholder and public involvement; and (4) integration of existing data, plans, and information.

## 2.1 Steering Committee Involvement and Efforts

This section describes the involvement of Delaware County and the participating jurisdictions in the mitigation planning process. The Steering Committee grew out of the Delaware County Emergency Planning Committee (DCEPC) that had recently completed the County's Comprehensive Emergency Management Plan (CEMP). Members of the Steering Committee, with support from municipal staff, outside agencies, and the consultant, identified and profiled hazards; determined hazard rankings; estimated potential exposure or losses; evaluated development trends and jurisdiction-specific risks; and developed appropriate mitigation strategies, goals, and actions at the county and jurisdiction level.

The Steering Committee was also charged to:

- Establish plan development goals
- Establish a timeline for completion of the plan
- Ensure that the plan meets the requirements of DMA 2000 and FEMA and NYSEMO guidance
- Solicit and encourage the participation of regional agencies, other municipalities, a range of stakeholders, and citizens in the plan development process
- Assist in gathering information for inclusion in the plan, including the use of previously developed reports and data
- Organize and oversee the public involvement process
- Develop, revise, adopt, and maintain the plan

The following agencies and individuals participated on the Steering Committee and contributed:

- Delaware County Planning Department (DCPD)
  - Nicole Franzese – Director, County Mitigation Coordinator – project oversight, plan review, mitigation strategy input
  - Mike Clugston – Environmental Planner – Project Lead, preparation of HMP's support sections, grant administration, plan review, mitigation strategy input
  - Jennifer Harvill – GIS Coordinator – map and database preparation
  - Jessica Ulmer – Administrative Assistant – meeting minutes, document preparation
  - Claude P. Monfort - Intern – data collection for risk assessment, document preparation
- Delaware County Department of Emergency Services (DCDES)
  - Nelson Delameter – Director – provided data for risk assessment, outreach to fire departments, project oversight, plan review, mitigation strategy input
  - Glenn Morrison
- Delaware County Code Enforcement (DCCE)
  - Dale Downin – Code Enforcement Officer – project oversight, outreach to local code officials, plan review, mitigation strategy input
- Delaware County Sheriff's Department (DCSD)
  - Tom Mills - Sheriff – project oversight, outreach to police departments, plan review, mitigation strategy input
  - John Takany -
- Delaware County Department of Public Works (DCDPW)
  - Wayne Reynolds – Commissioner – project oversight, plan review, mitigation strategy input
  - Phil Pearce – Assistant Commissioner – outreach to local highway officials, mitigation strategy input
  - John Reynolds – Senior Engineer – project oversight, outreach to local highway officials, plan review, mitigation strategy input
- Delaware County Soil and Water Conservation District (DCSWCD)

- Scotty Gladstone – Stream Program Coordinator – project oversight, plan review, mitigation strategy input
- Delaware County Public Health Department (DCPHD)
  - Bonnie Hamilton – Director – project oversight, plan review, mitigation strategy input
- DCBOS’s Public Safety Committee
  - Joe Maddalone, Chair (also Supervisor, Town of Sidney) – project oversight, plan review, mitigation strategy input
- NYCDEP
  - Phil Eskeli – Stream Management Program Project Manager – project oversight, plan review, mitigation strategy input
- NYSEMO – grant assistance, plan review
- Tetra Tech EM, Inc. - Consultant to Delaware County – project oversight, preparation of HMP’s risk assessment and mitigation strategy sections

Not all Committee members were able to attend all planning or public participation meetings; however, notes were distributed following each meeting. Much communication between Steering Committee members also occurred through electronic mail (email) or by phone, which helps to maintain communication between meetings. Each member of the Committee reviewed the plan and supported interaction with other stakeholders and assisted public involvement efforts as discussed in Sections 2.2, 2.3, and 2.4, respectively.

The planning group convened on selected dates that best met the schedules of the planning group members. During these meetings, the group gathered and shared information, identified hazards, assessed risks, identified critical facilities, assisted in developing mitigation strategies, and provided continuity through the plan development process to ensure that jurisdiction-specific natural hazards vulnerability information and mitigation strategies were also incorporated into the plan.

After completion of the plan, the Steering Committee will remain a semi-active entity, most likely as a subcommittee of the Delaware County Emergency Planning Committee. It will meet on an annual basis in the first quarter each year. In addition, members of the Committee will convene supplementary meetings on an as-needed basis. It will also provide direction and oversight and otherwise assist with the annual plan evaluation process.

Table 2-1 presents a summary of planning group efforts during the development process of this mitigation plan. Additionally, the table identifies which DMA 2000 requirements the activities satisfy.

Table 2-1. Summary of Steering Committee Efforts

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/9/03	DCBOS Resolution # 107 (2)	<ul style="list-style-type: none"> <li>▪ Authorization to apply for funds from the NYSEMO to produce a Multi-jurisdictional HMP for Delaware County</li> </ul>
August 2003	HAZNY Working Session (3a-c)	<ul style="list-style-type: none"> <li>▪ Delaware County Emergency Planning Committee performs HAZNY analysis in support of CEMP process</li> </ul>

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/15/04	Hazard Mitigation Planning Workshop (1c, 2)	<ul style="list-style-type: none"> <li>▪ Introduction and overview of the mitigation planning process</li> <li>▪ Participants: Mike Clugston, Mark Bennett, Jennifer Harvill, Jessica Ulmer, Kent Manuel, Spencer DeVaul (DCPD); Joe Maddalone (Supervisor, Town of Sidney; Chair, Public Safety Committee); Wayne Reynolds (DCDPW); Dale Downin (DCCE Officer); Charles Newman, Karl Vagts and John Takany (DCSD); Nelson Delameter (DCDES); Bonnie Hamilton, Joelle Underwood (DCPHD); Rad Anderson, Shannon Green (NYSEMO)</li> </ul>
1/18/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Review committee membership, tasks and assignments</li> <li>▪ Established updated timelines for project completion</li> <li>▪ Brainstorm consultant needs for RFP</li> <li>▪ Participants: Mike Clugston, Jessica Ulmer, Nicole Franzese (DCPD); Joe Maddalone (Supervisor, Town of Sidney; Chair, Public Safety Committee); Wayne Reynolds (DCDPW); Dale Downin (DCCE Officer); Charles Newman, Karl Vagts and John Takany (DCSD); Nelson Delameter (DCDES); Bonnie Hamilton, Joelle Underwood (DCPHD); Rad Anderson, Shannon Green (NYSEMO)</li> </ul>
2/4/05		

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/26/05	Signed contract with consultant (2)	<ul style="list-style-type: none"> <li>▪ Final scope of services approved and contract signed with consultant to assist in the development of the mitigation plan</li> </ul>
5/13/05	Outreach to Towns and Villages (2, 3a-c)	<ul style="list-style-type: none"> <li>▪ Letter reintroducing Multi-Jurisdictional HMP and DMA 2000 materials sent to participating municipalities in Delaware County</li> </ul>
5/17/05	Steering Committee Meeting (2, 3a-c, 4a-b)	<ul style="list-style-type: none"> <li>▪ Discussed needs and ability to acquire more local, non-flood, data – contact info distributed</li> <li>▪ Reviewed mitigation strategies</li> <li>▪ Participants: Mike Clugston, Jessica Ulmer (DCPD); Wayne Reynolds (DCDPW); Phil Eskeli (NYCDEP); Scotty Gladstone (DCSWCD); Nelson Delameter (DCDES); consultant</li> </ul>
5/19/05	Local Data Collection (3a, 3b, 3c)	<ul style="list-style-type: none"> <li>▪ Focused meeting of consultant with DCPD Geographic Information Systems (GIS) personnel</li> <li>▪ Participants: Mike Clugston, Jennifer Harvill, Spencer DeVaul (DCPD); consultant</li> </ul>
June 2005	Website launched (1c, 2)	<ul style="list-style-type: none"> <li>▪ Website developed to post planning process overview, draft mitigation plan, and notice of public meetings</li> <li>▪ <a href="http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm">http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm</a></li> </ul>
6/20/05	Steering Committee Meeting (2, 3a-e, 4a-c)	<ul style="list-style-type: none"> <li>▪ Reviewed initial draft risk assessment portion of the plan and provided comments</li> <li>▪ Further identification of previous, current or potential mitigation activities/strategies</li> <li>▪ Participants: Mike Clugston, Claude Monfort (DCPD); Phil Eskeli (NYCDEP); consultant</li> </ul>
7/19/05	Steering Committee Meeting (2, 3a-e, 4a-c)	<ul style="list-style-type: none"> <li>▪ Review and comment on draft risk assessment</li> <li>▪ Discussed potential additional mitigation strategies</li> <li>▪ Identified additional sources of data</li> <li>▪ Participants: Mike Clugston, Claude Monfort (DCPD); Glenn Morrison (Delaware County EMS Coordinator); John Reynolds (DCDPW); consultant</li> </ul>
8/15 -8/20 2005	Public Outreach (1c, 2, 3a)	<ul style="list-style-type: none"> <li>▪ Poster presentation of the HMP and process at DCSWCD booth at Delaware County Fair</li> </ul>
9/20/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Consultant submits first draft of plan to Steering Committee for review and input</li> <li>▪ Participants: Mike Clugston, Jessica Ulmer (DCPD); John Reynolds (DCDPW); consultant</li> </ul>
10/18/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Review first draft of plan and offer comments and input</li> <li>▪ Participants: Mike Clugston, Jessica Ulmer (DCPD); Phil Eskeli (NYCDEP); Dale Downin (DCCE Officer); Nelson Delameter (DCDES); Tom Mills (DCSD); Bonnie Hamilton (DCPHD); consultant</li> </ul>
10/26/05	Board of Supervisors Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Consultant and Steering Committee rollout and discuss initial draft of plan at DCBOS meeting</li> </ul>
10/31/05	Submittal of Draft Mitigation Plan to NYSEMO (1c, 2)	<ul style="list-style-type: none"> <li>▪ Submittal of draft mitigation plan to NYSEMO</li> </ul>
November 2005	Public Participation Meeting(s) and Comment Period (1c, 2)	<ul style="list-style-type: none"> <li>▪ Public participation meeting(s) and period of public comment</li> <li>▪ Steering Committee and municipal representatives discuss plan at meetings</li> <li>▪ Draft plan posted on website for public comment and placed at sites throughout the County with notice placed in local newspapers and radio.</li> </ul>

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
11/15/05	Steering Committee Meeting (1c, 2)	<ul style="list-style-type: none"> <li>Review and input on Mitigation Strategy</li> <li>Participants: Mike Clugston (DCPD); Nelson Delameter (DCDES); John Takany (DCSD); Scotty Gladstone (DCSWCD)</li> </ul>
11/28/05		<ul style="list-style-type: none"> <li>Received NYSEMO crosswalk and comments regarding HMP</li> </ul>
Feb. 2006	Submission of Final Mitigation Plan to NYSEMO and FEMA (1a-c, 2)	<ul style="list-style-type: none"> <li>Draft final plan submitted to NYSEMO and FEMA with Steering Committee and public comments included</li> </ul>
TBD	Final Report revised and adopted (1a-c, 2)	<ul style="list-style-type: none"> <li>Revise final mitigation plan per NYSEMO and FEMA comments</li> <li>Plan to be adopted by all jurisdictions and Delaware County</li> </ul>
TBD	Final Draft Approved by FEMA and NYSEMO (1a, 1b)	<ul style="list-style-type: none"> <li>As described in the Federal Register (Volume 67, Numbers 38 and 190, Dated February 26, 2002 and October 1, 2002 respectively), Section 322 of DMA 2000 states that after November 1, 2004, only communities, tribes and states with FEMA-approved mitigation plans are eligible to receive mitigation funds following a presidential declared disaster. Having an approved plan in place will assure Delaware County and the participating jurisdictions are eligible to receive Hazard Mitigation Grant Program (HMGP) funds.</li> </ul>
2006	Plan Implementation (1c, 2, 4a-d, 5b)	<ul style="list-style-type: none"> <li>Begin implementation of the mitigation plan</li> </ul>

Note: Each number above identifies the DMA 2000 requirement the activity fulfills

1a – Prerequisite – Adoption by the Local Governing Body

1b – Public Participation

1c – Multi-Jurisdictional Participation

2 – Planning Process – Documentation of the Planning Process

3a – Risk Assessment – Identifying Hazards

3b – Risk Assessment – Profiling Hazard Events

3c – Risk Assessment – Assessing Vulnerability: Identifying Assets

3d – Risk Assessment – Assessing Vulnerability: Estimating Potential Losses

3e – Risk Assessment – Assessing Vulnerability: Analyzing Development Trends

4a – Mitigation Strategy – Local Hazard Mitigation Goals

4b – Mitigation Strategy – Identification and Analysis of Mitigation Measures

4c – Mitigation Strategy – Implementation of Mitigation Measures

5a – Plan Maintenance Procedures – Monitoring, Evaluating, and Updating the Plan

5b – Plan Maintenance Procedures – Implementation through Existing Programs

5c – Plan Maintenance Procedures – Continued Public Involvement

## 2.2 Involved Stakeholders in Mitigation Planning

This section presents (1) municipal involvement, (2) state and regional agency involvement, and (3) public participation – citizen involvement.

### 2.2.1 Municipal and Local Involvement

Due to the sheer size of Delaware County and the number of municipalities participating in the plan, a number of methods of local involvement were used rather than direct representation of the participating municipalities on the Steering Committee. In lieu of this direct representation, interaction between the County and the participating municipalities was facilitated through numerous established lines of communication with broad reach throughout the County. It is this communication that will ultimately allow Delaware County and the participating jurisdictions to successfully implement the mitigation

strategies described in Section 5 of this plan. Additionally, because of the small population of Delaware County, these interactions comprise a great deal of public involvement by default since a large proportion of local residents serve on local planning boards, as part- or full-time municipal administrators, or as volunteer firefighters and emergency technicians, etc.

The following are examples of the existing lines of communication that further hazard mitigation planning in Delaware County.

#### 1) Delaware County Board of Supervisors (DCBOS) meetings and DCBOS subcommittee meetings

Rather than having separate elected county legislators, Delaware County's legislative leaders are the supervisors of the individual towns within the County. This Board of Supervisors form of government allows for direct, open lines of communication between the County level and the 19 towns that make up the County. At regular DCBOS and subcommittee meetings, department heads involved with the Steering Committee have held ongoing discussions with the elected officials ultimately responsible for hazard mitigation, keeping them abreast of the process and seeking their input.

At the October 26, 2005, DCBOS meeting, the draft HMP was delivered to the Supervisors and a presentation was put on by Jonathan Raser, Project Manager at TTEMI, and Mike Clugston, Steering Committee Project Lead. The entire project was summarized and the importance of the mitigation strategy and its implementation was emphasized.

#### 2) Town Planning Advisory Service (TPAS) - DCPD

The TPAS program is a community-based regional planning service. The service allows professional planning staff from the DCPD to provide ongoing technical assistance to local municipalities throughout the county. Starting in 1975, it was recognized that all-volunteer planning boards needed help transforming their ideas about their communities into logical plans of action. TPAS allows frequent interaction between the County and the local jurisdictions and provides the necessary technical guidance and information to planning board members. Currently, 18 of 19 towns and 7 of the 9 villages that are entirely within Delaware County participate in the TPAS program. (The Village of Deposit sits astride the Delaware-Broome County line and as a result they do not contract with TPAS. However, the Village is included with this HMP since the portion of the Village of Deposit within Delaware County is subject to the flood hazard from the West Branch of the Delaware River. The Steering Committee will reach out to assist the Village as Broome County prepares its plan.)

Some examples of TPAS facilitation related to the Hazard Mitigation planning include:

- Drafting, revision and implementation of local comprehensive plans
- Drafting, revision and implementation of local subdivision, site plan and zoning regulations
- Drafting and revision of flood plain local laws
- Grant writing in support of hazard mitigation
- Watershed technical assistance and environmental planning
- Highway management planning
- Geographic Information Systems (GIS)

In addition, the Director of the DCPD serves as the county's Hazard Mitigation Coordinator. During September and October, TPAS planners introduced the HMP project to local planning boards and asked for input. Board members reviewed local maps to identify and locate past hazard events and were asked to review and comment on the draft HMP.

#### 3) Highway superintendent meetings facilitated by the DCDPW

The DCDPW staff maintains ongoing dialog and meetings with the highway superintendents from the municipalities within the County. At these meetings, local superintendents can raise concerns they have regarding hazard situations and events related to road and stormwater infrastructure. These concerns can be discussed and the County can disseminate current information regarding particular best management practices available to mitigate such situations.

At a meeting in the spring of 2005 and more recently at their annual meeting in early November 2005, County DPW reached out to the highway superintendents. At the most recent meeting, the HMP was reviewed and input was again sought from the local highway officials. Maps were reviewed and the request was made for additional local data and mitigation strategies.

#### 4) Fire department and code enforcement meetings facilitated by DCDES and DCCE staff

As with the highway superintendents, there is an ongoing dialog between County emergency management and code enforcement officials and their counterparts in the municipalities. Like the Planning Department and DPW efforts, the interaction between County and local emergency and code enforcement officials provides continuous communication regarding hazard mitigation. In this case, the valuable interaction is between two groups on the front lines of hazard mitigation: the first-responders and the code enforcement personnel responsible for local floodplain management and building code enforcement.

#### 5) Meetings growing out of the Delaware County Action Plan (DCAP) process

The DCAP is Delaware County's watershed management program that was developed as a result of regulations imposed by the City of New York under the 1997 Memorandum of Agreement (MOA). Numerous local, regional, state and federal agencies are partners in Delaware County's watershed management goals, many of which have a hazard mitigation component. For example, DCAP components like stormwater and flood management, infrastructure management, agricultural systems management, and stream corridor management all have direct relation to hazard mitigation. The key to DCAP, however, are the partnerships it has created and fostered both at the local and regional levels. There is ongoing interaction between local agencies – Planning, Watershed Affairs, the Soil and Water Conservation District, the Department of Public Works, Economic Development – as well as between the local agencies and those outside the County – NYSEMO, NYS Department of Environmental Conservation (NYSDEC), NYS Department of Health (NYSDOH), NYCDEP, and United States Environmental Protection Agency (EPA). DCAP also facilitates communication on watershed management issues between Delaware County and other upstate New York counties both inside and outside of the New York City (NYC) Watershed.

#### 6) DCSWCD outreach including farmers and riparian landowners

The DCSWCD is an invaluable asset for hazard mitigation communication to both the farming community and to riparian landowners. Through their farm planning programs and their Stream Corridor Management Planning collaborations with the DCPD, the DCSWCD is continuously involved with local residents and farmers working to promote stewardship and effective local management of hazards through the use of best management practices on the farm and throughout the stream system.

As mentioned before, while not involved with Steering Committee efforts, the following local officials and their staff, were consulted directly during the plan preparation process for both local hazard-related data and applicable mitigation strategies.

Town of Andes - Martin A. Donnelly, Supervisor; Art Reed, Planning Board Chair; Michael McAdams, Superintendent of Highways

Town of Bovina - Tina B. Mole', Supervisor; Ed Weber, Planning Board Chair; Roger Robson, Superintendent of Highways

Town of Colchester - Lucille R. Freyer, Supervisor; Luke Watson, Planning Board Chair; Lou Banker, Superintendent of Highways

Town of Davenport - Todd Rider, Supervisor; Morrison Bordinger, Planning Board Chair; Gary McCulley, Superintendent of Highways

Town of Delhi - Peter Bracci, Supervisor, Tom Newcomer, Planning Board Chair; Robert Howard, Superintendent of Highways

Town of Deposit - Stanley E. Woodford, Supervisor; Tom Axtell, Planning Board Chair; Dan Axtell, Superintendent of Highways

Town of Franklin - Donald M. Smith, Supervisor; Dan Schlafer, Planning Board Chair; Mark Laing, Superintendent of Highways

Town of Hamden - Wayne Marshfield, Supervisor; Melissa Ormandy, Planning Board Chair; Herman More, Superintendent of Highways

Town of Hancock - Samuel N. Rowe, Jr., Supervisor; Lew Shaffer, Planning Board Chair; Pat O'Brien, Superintendent of Highways

Town of Harpersfield - James E. Eisel, Sr., Supervisor; Dean Darling, Planning Board Chair; Philip Simmons, Superintendent of Highways

Town of Kortright - George E. Haynes, Jr., Supervisor; Archie Gallup, Planning Board Chair; Donald Martin, Superintendent of Highways

Town of Masonville - John F. Thomas, Supervisor; Duane Gifford, Superintendent of Highways

Town of Meredith - Frank Bachler, Supervisor; Keitha Capouya, Planning Board Chair; Paul Johnson, Superintendent of Highways

Town of Middletown - Leonard Utter, Supervisor; John Sanford, Planning Board Chair; William Russell, Superintendent of Highways

Town of Roxbury - Thomas S. Hynes, Supervisor; John McDaniel, Planning Board Chair; Daniel Ballard, Superintendent of Highways

Town of Sidney - Joseph A. Maddelone, Supervisor; Marlene Wilklow, Planning Board Chair; Jim Roberts, Superintendent of Highways

Town of Stamford - Patrick J. Ryan, Supervisor; Frank Lamport, Planning Board Chair; John Rice, Superintendent of Highways

Town of Tompkins - Perry W. Shelton, Supervisor; Everett Rhinebeck, Planning Board Chair; Ronald Van Valkenburg, Superintendent of Highways

Town of Walton - John W. Meredith, Supervisor; Gale Sheridan, Planning Board Chair; Walt Geidel, Superintendent of Highways

Village of Delhi - David Truscott, Mayor; David Wakin, Planning Board Chair; David Curley, Superintendent of Public Works

Village of Deposit - Willis Smith, Mayor; Brad Hubbard, Administrator of Public Works

Village of Fleischmanns - Kathleen Wilber, Mayor; Malcolm Becker, Street Superintendent

Village of Franklin - Thomas W. Butts, Mayor; Allan Marshall, Superintendent of Public Works

Village of Hancock - Sandra C. Karcher, Mayor; Regina Skinner, Planning Board Chair; Rober Van Tyle, Foreman of Streets and Water

Village of Hobart - Kenneth H. Brockway, Mayor; Nathan Kanarek, Planning Board Chair

Village of Margaretville - William H. Stanton, Mayor; Craig Ramsey, Planning Board Chair; Francis Rossman, Street Superintendent

Village of Sidney - James R. Warren, Mayor; Planning Board Chair; Dave Stevens, Superintendent of Public Works

Village of Stamford - Waylen Bray, Mayor; Aree Bray, Planning Board Chair; Joe Hornbeck, Department of Public Works Working Foreman

Village of Walton – Edward H. Snow, Sr., Mayor; Francis Zujovic, Planning Board Chair; Joseph Cetta, Public Works Superintendent

Finally, local business organizations consulted for plan input include the Delaware County Chamber of Commerce and the Delaware County Industrial Development Authority, as well as the Catskill Revitalization Corporation (CRC). The CRC is a non-profit that operates a portion of the old Delaware and Ulster Railroad as a tourist attraction and the Catskill Scenic Trail system, both of which are impacted by the flood hazard.

### **2.2.2 State and Regional Agency Involvement**

Information regarding hazard identification, risk assessment, and mitigation strategies for this plan was also requested from the following agencies and organizations:

- American Red Cross (ARC)
- Cornell Cooperative Extension (CCE)
- FEMA
- Natural Resource Conservation Service (NRCS)
- National Weather Service (NWS)
- National Oceanic and Atmospheric Agency (NOAA)
- NYCDEP
- NYDEC
- NYSDOH
- NYSEMO
- U.S. Geological Survey (USGS)
- U.S. Department of Agriculture (USDA), Farm Service Agency

### 2.2.3 Public Participation - Citizen Involvement

In order to facilitate coordination and communication between the Steering Committee and citizens and involve the public in the planning process, the mitigation plan will be available to the public through a variety of venues. The Steering Committee feels that a plan that is in a printed form (in addition to an on-line format) is valuable because it is familiar, even reassuring, to citizens who have been part of a comprehensive planning process and have suffered losses due to a hazard. The jurisdictions and agencies also feel that input to the plan by community members will increase the likelihood of hazard mitigation becoming one of the standard considerations in the evolution and development of the county and the participating municipalities.

Concurrent to NYSEMO’s review of the mitigation plan, a public announcement of the mitigation plan was made on the Delaware County website, and the plan was posted on October 27, 2005. At scheduled public meetings during November 2005, the mitigation plan’s availability for public review was also announced and the plan was available at the meetings. The purpose of this announcement was to solicit comments from the public on the plan. The public comment period was open until November 28. There will not be an opportunity to comment via the Delaware County website, although the draft plan was available on the website to be downloaded; however, the announcements identified to whom the comments should be submitted at the DCPD. The Steering Committee was responsible for collecting and reviewing the public comments prior to submitting them to the County Mitigation Coordinator. Public comments were evaluated by the County Mitigation Coordinator and submitted to the consultant to incorporate into the plan as appropriate.

The Steering Committee also had copies of the mitigation plan available for review at Committee meetings and copies were placed in local libraries and at town and village halls.

Table 2-2 presents a summary of public involvement meetings held during the development process of this mitigation plan, which are required by DMA 2000. Additionally, the table identifies which DMA 2000 requirements the activities satisfy. Individual meetings of those groups described in Section 2.2.1 (Municipal and Local Involvement) where the HMP may have been discussed are not included in this summary because they too numerous to list.

Table 2-2. Summary of Stakeholder and Public Involvement

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
4/9/03	Board of Supervisors Resolution # 107 (2)	<ul style="list-style-type: none"> <li>Authorization to apply for funds from the NYSEMO to produce a Multi-jurisdictional HMP for Delaware County</li> </ul>
February 2005	Public Outreach (1c, 2)	<ul style="list-style-type: none"> <li>Delaware County Planning Department newsletter article describing Multi-Jurisdictional HMP preparation, DMA 2000 background information, and proposed timeline</li> </ul>
3/24/05	Board of Supervisors Resolution # 81 (1c, 2)	<ul style="list-style-type: none"> <li>DCBOS accepts grant funds from NYSEMO and appropriates additional local funding to produce a Multi-Jurisdictional All-HMP</li> </ul>

Date	Activity/DMA 2000 Requirement	Key Outcomes/Participants
5/13/05	Outreach to Towns and Villages (2, 3a-c)	<ul style="list-style-type: none"> <li>▪ Letter reintroducing Multi-Jurisdictional HMP and DMA 2000 materials sent to participating municipalities in Delaware County</li> </ul>
June 2005	Website launched (1c, 2)	<ul style="list-style-type: none"> <li>▪ Website developed to post planning process overview, draft mitigation plan, and notice of public meetings</li> <li>▪ <a href="http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm">http://www.co.delaware.ny.us/depts/pln/HazardMitigation.htm</a></li> </ul>
8/15 -8/20 2005	Public Outreach (1c, 2, 3a)	<ul style="list-style-type: none"> <li>▪ Poster presentation of the HMP and process at DCSWCD booth at Delaware County Fair</li> </ul>
Sept – Oct 2005	Outreach to Town and Village Planning Boards	<ul style="list-style-type: none"> <li>▪ Through the DCPD's Town Planning Advisory Service (TPAS) program, county planning staff discussed HMPs existence and solicited local input at numerous planning board meetings throughout the County</li> </ul>
10/26/05	DCBOS Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Consultant and Steering Committee discuss initial draft of plan at DCBOS meeting</li> </ul>
10/27/05	Draft Plan distributed to Villages and Libraries (1c, 2)	<ul style="list-style-type: none"> <li>▪ Draft HMP was distributed to all villages in the County as well as the following public libraries for public review and input: <ul style="list-style-type: none"> <li>○ Andes Public Library, Fairview Public Library, Bovina Public Library, Cannon Free Library, Sidney Memorial Public Library, Stamford Village Library, Skene Memorial Library, Franklin Free Library, William B. Ogden Free Library, Louise Adelia Read Memorial Library</li> </ul> </li> </ul>
10/27/05	Interview on radio station WDLA (1c, 2)	<ul style="list-style-type: none"> <li>▪ Mike Clugston discussed the Plan, its availability for review, and gave notice of the five public meetings in November 2005</li> </ul>
10/27/05	Draft Plan to Website (1c,2)	<ul style="list-style-type: none"> <li>▪ The draft HMP was posted to Delaware County's website for public review</li> </ul>
10/28/05 – 11/3/05	Notice in newspapers (1c, 2)	<ul style="list-style-type: none"> <li>▪ Notice of the Plan and the public outreach meetings ran in newspapers of general circulation in Delaware County <ul style="list-style-type: none"> <li>○ The Daily Star – October 28, 2005</li> <li>○ Catskill Mountain News – November 2, 2005</li> <li>○ The Hancock Herald – November 2, 2005</li> <li>○ The Deposit Courier – November 2, 2005</li> <li>○ The Walton Reporter – November 2, 2005</li> <li>○ Mountain Eagle – November 3, 2005</li> </ul> </li> </ul>
11/2/05	County Planning Board Meeting (1c, 2)	<ul style="list-style-type: none"> <li>▪ Introduced draft HMP at the November 2005 County Planning Board meeting and requested their review, comment and input</li> </ul>
November 2005	Public Participation Meeting(s) and Comment Period (1c, 2)	<ul style="list-style-type: none"> <li>▪ Public participation meeting(s) and period of public comment – meetings held at: <ul style="list-style-type: none"> <li>○ Sidney Town Hall – November 1, 7PM</li> <li>○ Stamford Town Hall – November 3, 7PM</li> <li>○ Hancock Town Hall – November 10, 7PM</li> <li>○ Middletown Town Hall – November 14, 7PM</li> <li>○ Hamden Town Hall – November 16, 7PM</li> </ul> </li> </ul>
		<ul style="list-style-type: none"> <li>▪</li> </ul>

Note: Each number above identifies the DMA 2000 requirement the activity fulfills  
1a – Prerequisite – Adoption by the Local Governing Body  
1b – Public Participation  
1c – Multi-Jurisdictional Participation

- 2 – Planning Process – Documentation of the Planning Process
- 3a – Risk Assessment – Identifying Hazards
- 3b – Risk Assessment – Profiling Hazard Events
- 3c – Risk Assessment – Assessing Vulnerability: Identifying Assets
- 3d – Risk Assessment – Assessing Vulnerability: Estimating Potential Losses
- 3e – Risk Assessment – Assessing Vulnerability: Analyzing Development Trends
- 4a – Mitigation Strategy – Local Hazard Mitigation Goals
- 4b – Mitigation Strategy – Identification and Analysis of Mitigation Measures
- 4c – Mitigation Strategy – Implementation of Mitigation Measures
- 5a – Plan Maintenance Procedures – Monitoring, Evaluating, and Updating the Plan
- 5b – Plan Maintenance Procedures – Implementation through Existing Programs
- 5c – Plan Maintenance Procedures – Continued Public Involvement

## **2.3 Coordination of Planning with Existing Hazard Management and Mitigation Programs**

Local municipalities are charged with the development of local HMPs required under Section 322 of the Stafford Act by New York. Therefore, the Steering Committee coordinated to develop this mitigation plan. In New York, Article 2B Section 23 of State Executive Law authorizes local communities to prepare local disaster plans based on the contention that local municipalities are most knowledgeable to assess their strengths and weaknesses, opportunities, and constraints. Local governments have intimate knowledge of the local geography, and in a disaster, are the entity on the front lines with personnel and equipment.

Delaware County and the participating jurisdictions are involved in the above program, hence the development of this plan.

Examples of other hazard mitigation programs in which Delaware County and the jurisdictions are involved are the Flood Hazard Mitigation Program (FHMP) and the National Flood Insurance Program (NFIP). These programs assist Delaware County and the jurisdictions in receiving funding for flood mitigation projects and flood insurance. Data from Delaware County and the participating jurisdictions, based on participation in these flood-related programs, was incorporated in the risk assessment in Section 4 and resulted in mitigation activities in Section 5. Continued involvement in these flood-related programs will help to administer funds and resources to support this HMP.

### **Flood Hazard Mitigation Program**

### **National Flood Insurance Program**

Established in 1968, the NFIP provides federally-backed flood insurance to residents of communities that enact and enforce regulations that more carefully regulate development within floodplain areas. For individual property owners to be eligible to buy the federally-backed flood insurance, their property must be located within a community that participates in NFIP.

For a community to be eligible in NFIP, it must adopt and enforce a floodplain management ordinance to regulate proposed development in floodplains and officially designate a local floodplain coordinator/administrator. The intent of the program is to ensure that new construction does not exacerbate existing flood hazards and is designed to better withstand flooding. All jurisdictions responsible for this plan participate in NFIP. Each of those communities has enacted and enforced floodplain management ordinances as required. Each community has in place Flood Insurance Rate Maps (FIRM) that at a minimum show floodways, 100-year flood zones and 500-year flood zones, and each has designated their respective building and code enforcement official as the local floodplain coordinator/administrator. Mitigation activities related to this program are included in Section 5 and data from FEMA Region II regarding NFIP Insurance Reports was used in the risk assessment in Section 4.

The NFIP floodplain manager in each municipality is the Code Enforcement Officer or Building Inspector, who reports directly to the Town Supervisor or Village Mayor. The floodplain managers for the county and participating jurisdictions are:

- Dale Downin, DCCE Officer, Towns of Bovina and Sidney, Village of Franklin
- Arthur Short, CEO, Town of Andes
- Clark Tuttle, CEO, Town of Colchester
- Norwood Tompkins, CEO, Towns of Davenport and Harpersfield
- Mark Tuthill, CEO, Towns of Delhi, Hamden and Franklin
- Michael Salvatore, CEO, Towns of Deposit and Hancock
- Diane Lutz, CEO, Towns of Kortright and Meredith, Village of Hobart
- Carl P. Davis, CEO, Town of Middletown and Village of Margaretville
- William Walcutt, Building Inspector, Town of Roxbury
- Phil Cavallaro, CEO, Town of Stamford
- Joseph A. Reynolds, Building Inspector, Towns of Masonville and Tompkins
- Mark Jacobs, CEO, Town of Walton
- Charles Mazurak, CEO, Village of Delhi
- Barry Conklin, CEO, Village of Deposit
- Karl Von Hassel, Village of Fleischmanns
- James Rotzler, CEO, Village of Hancock
- Carl Chawgo, Building Inspector, Village of Sidney
- Tom Hornbeck, CEO, Village of Stamford
- Gary MacRabie, Sr., CEO, Village of Walton

### **Community Rating System**

The NFIP has been successful in protecting property owners who acquire flood insurance through the program from catastrophic financial losses due flooding, and in requiring that new buildings constructed within 100-year flood plains are better protected from flood damage.

In the 1990's, as a way to encourage local governments to increase their standards for floodplain development, the Flood Insurance Administration (FIA) established the Community Rating System (CRS). The goal of this program is to encourage communities, through flood insurance rate adjustments to implement standards above and beyond the minimum required in order to:

- Reduce losses from floods
- Facilitate accurate insurance ratings
- Promote public awareness of the availability of flood insurance

CRS is a voluntary program designed to reward participating jurisdictions for their efforts to create more disaster-resistant communities using the principles of sustainable development and management. While not currently participating in the program, by enrolling in CRS, Delaware County and the participating jurisdictions can leverage greater flood protection while receiving flood insurance discounts. Active involvement in this program for communities enrolled in NFIP is included as a mitigation activity in Section 5.