



SECTION 8. PLANNING PARTNERSHIP

This section describes Livingston County's Hazard Mitigation Plan (HMP) update, the Planning Partnership and its responsibilities throughout the planning process, and the jurisdictional annexes developed as a result of the plan update efforts.

8.1 BACKGROUND

The Federal Emergency Management Agency (FEMA) encourages multi-jurisdictional planning for hazard mitigation. All participating jurisdictions must meet the requirements of Chapter 44 of the Code of Federal Regulations (44 CFR):

"Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process and has officially adopted the plan." [Section 201.6a(4)]

For the Livingston County HMP update, a Planning Partnership was formed to leverage resources and meet requirements for the federal Disaster Mitigation Action of 2000 (DMA) for as many eligible governments as possible. Members of the Planning Partnership consisted of representatives from each jurisdiction. The DMA defines a local government as follows:

"Any county, municipality, city, town, township, public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribe or authorized tribal organization, or Alaska Native village or organization; and any rural community, unincorporated town or village, or other public entity."

Members of the Planning Partnership have the expertise to develop the plan and have their jurisdiction's authority to implement the mitigation strategy developed during the planning process.

The Planning Partnership is responsible for developing and reviewing draft sections of the plan, creating the mitigation strategy for their jurisdiction, and adopting the final plan.

Each participating planning partner has prepared a jurisdictional annex to this plan. These annexes, as well as information on the process by which they were created, are contained in this volume.

8.2 INITIAL SOLICITATION AND LETTERS OF INTENT

Livingston County solicited the participation of all municipalities in the county at the commencement of this project. All interested municipalities were asked to sign a "Letter of Intent" committing their participation and resources to the development of the Livingston County HMP update. Table 8-1 lists the jurisdictions that elected to participate in the update process and have met the minimum requirements of participation as established by the county and the Steering Committee. Livingston County and the municipalities indicated in Table 8-1 participated in the HMP update.

Table 8-1. Participating Jurisdictions in Livingston County

Jurisdictions	
Livingston County	
Town of Avon	Town of Livonia
Village of Avon	Village of Livonia
Town of Caledonia	Town of Mount Morris



Jurisdictions	
Village of Caledonia	Village of Mount Morris
Town of Conesus	Town of North Dansville
Village of Dansville	Town of Nunda
Town of Geneseo	Village of Nunda
Village of Geneseo	Town of Ossian
Town of Groveland	Town of Portage
Town of Leicester	Town of Sparta
Village of Leicester	Town of Springwater
Town of Lima	Town of West Sparta
Village of Lima	Town of York

8.2.1 Planning Partner Expectations

The Steering Committee developed the following list of planning partner expectations, which were confirmed at the kickoff meeting held on May 13, 2021. (See Appendix C [Meeting Documentation] for details.)

- Complete administrative tasks:
 - Complete a letter of intent to participate and return to the Livingston County Office of Emergency Services.
 - Designate points of contact.
- Provide representation at Planning Partnership meetings.
- Provide information about jurisdictional assets (critical facilities, plans/ordinances, hazard events/damages, new development, etc.), as requested.
- Support public outreach efforts within the jurisdictions, including posting of notices and plan links on websites and local media sources, advertising and supporting public meetings, and supporting outreach to National Flood Insurance Program (NFIP) repetitive loss and severe repetitive loss property owners, where applicable.
- Solicit and encourage the participation of regional agencies, a range of stakeholders, and citizens in the HMP development process.
- Assist with the identification of stakeholders within the jurisdiction that should be informed and potentially involved with the planning process.
- Prepare and submit a jurisdictional annex:
 - Attend the mitigation workshop.
 - Perform a capability assessment.
 - Review the risk assessment.
 - Involve local NFIP Floodplain Administrator in the planning process and have them complete the NFIP portion of the annex.
 - Review the 2015 mitigation strategies and provide the status of each.
 - Identify jurisdiction-specific mitigation strategies to address each of the hazards posing a risk to the jurisdiction.
- Review draft plan sections when requested and provide comments and input, as appropriate.
- Ensure the HMP update meets the requirements of the DMA 2000 and FEMA and New York State Division of Homeland Security and Emergency Services (NYS DHSES) guidance.
- Adopt the plan by resolution of local governing body after FEMA conditional approval.
- Provide information regarding progress on identified initiatives, as requested by the County HMP Coordinator.
- Participate in and advertise the public review and comment period prior to adoption.



By adopting this plan, each planning partner also agrees to the plan implementation and maintenance protocol established in Volume I. As described in Volume I, Section 7 (Plan Maintenance), it is intended that the Planning Partnership remain active beyond the regulatory update to support plan maintenance. Regarding the composition of the Steering Committee and Planning Partnership, it is recognized that individual commitments change over time, and it shall be the responsibility of each jurisdiction and its representatives to inform the HMP Coordinator of any changes in representation.

8.2.2 Jurisdictional Annex Preparation Process

As stated in the 2017 New York State Hazard Mitigation Planning Standards, jurisdictional annexes provide a unique, stand-alone guide to mitigation planning for each jurisdiction. The Livingston County HMP update is organized so that there is an annex for every participating jurisdiction (the county and participating municipalities).

Data Collection

Data collection worksheets were created to help the Planning Partnership prepare jurisdiction-specific annexes. The worksheets were created so that all federal and state criteria would be met, based on a jurisdiction's capabilities and mode of operation. Each partner was asked to participate in the Planning Partnership Kickoff Meeting, held on June 24, 2021, during which key elements of the worksheets were discussed and subsequently completed by the appropriate jurisdictional personnel for each worksheet. The worksheets were collected, and the information was incorporated into each jurisdictional annex. In the event additional information was needed, the jurisdictional point of contact was contacted to provide more input into their annex.

Hazard Ranking Exercise

The presentation of the risk assessment and risk ranking for each jurisdiction was done on August 31, 2021. At this meeting, the consultant presented the overall risk assessment for the hazards of concern. In addition, each planning partner was asked to review the ranked risk specific for its jurisdiction. Refer to Section 5.3 (Hazard Ranking) for the methodology of the hazard ranking process. The calculated ranking was presented to each jurisdiction, and they were asked to review the ranking and revise based on history of events, probability of occurrence, and the potential impact on people, property, and the economy. The objectives of this exercise were to familiarize the partnership with how to use the risk assessment as a tool to support other planning and hazard mitigation processes and to help prioritize types of mitigation actions that should be considered. Hazards that were ranked as "high" for each jurisdiction as a result of this exercise were considered to be priorities for identifying appropriate mitigation actions, although jurisdictions also identified actions to mitigate "medium" or "low" ranked hazards, as appropriate.

Mitigation Strategy Workshop

The consultant conducted a mitigation strategy workshop for Livingston County and its jurisdictions on September 8, 2021. The purpose of this workshop was to guide the Planning Partnership in completing this portion of the planning process and discuss how projects that are well developed and documented are more quickly identifiable for selection when grants become available. At this meeting, the consultant discussed the importance of developing mitigation actions and worked with attendees to help identify mitigation actions and develop action worksheets.



Jurisdictional Annexes

While the jurisdictional annex format is designed to document and assure local compliance with the DMA 2000 regulations, its greater purpose and function includes:

- Providing a locally relevant synthesis of the overall mitigation plan that can be readily presented, distributed, and maintained;
- Facilitating local understanding of the community's risk to natural hazards;
- Facilitating local understanding of the community's capabilities to manage natural hazard risk, including opportunities to improve those capabilities;
- Facilitating local understanding of the efforts the community has taken, and plans to take in the future, to reduce its natural hazard risk;
- Facilitating the implementation of mitigation strategies, including the development of grant applications; and
- Providing a framework by which the community can continue to capture relevant data and information for future plan updates.

Each jurisdiction's annex is intended to be a *living document* and will continue to be improved as resources permit. As such, its design is intended to promote and accommodate continued efforts to maintain the annex to be current and to improve the effectiveness of the annex as the key tool, reference, and guiding document by which the jurisdiction will implement hazard mitigation locally. The following provides a description of the various elements of the jurisdictional annex.

Section 9.X.1: Hazard Mitigation Planning Team: Identifies the jurisdiction's primary and alternate(s) contacts as well as the Floodplain Administrators. Provides details on which departments were involved throughout the development of the jurisdictional annex. Plans developed with the participation of the widest range of departments, stakeholders, and persons familiar with the jurisdiction should be involved in the development of the jurisdictional annexes. Further detail is provided in Section 3 (Planning Process), Section 9 (Jurisdictional Annexes), and Appendix B (Participation Matrix).

Section 9.X.2: Municipal Profile: Provides an overview and profile of the jurisdiction, including identification of areas of known and anticipated future development and the vulnerability of those areas to the hazards of concern.

Section 9.X.3: Jurisdictional Capability Assessment and Integration: Provides an inventory and evaluation of the jurisdiction's tools, mechanisms, and resources available to support hazard mitigation and natural hazard risk reduction. Within the municipal annexes, tables provide an inventory of the municipality's planning, regulatory, administrative, technical, and fiscal capabilities. Further, another table identifies the municipality's level of participation in state and federal programs designed to promote and incentivize local risk reduction efforts.

Section 9.X.4: National Flood Insurance Program (NFIP) Compliance: Summarizes jurisdiction-specific information related to managing and regulating the regulatory floodplain, including current and future compliance with the NFIP.

Section 9.X.5: Evacuation, Sheltering, Temporary Housing, and Permanent Housing: To meet the NYS DHSES requirement, jurisdictions provided evacuation routes, sheltering measures, and potential locations for temporary and permanent housing.



Section 9.X.6: Growth/Development Trends: Summarizes recent and expected future development trends, including major residential/commercial development and major infrastructure development.

Section 9.X.7: Jurisdictional Risk Assessment: Provides information regarding each participating jurisdiction’s vulnerability to the identified hazards. Full data and information on the hazards of concern, the methodology used to develop the vulnerability assessments, and the results of those assessments that serve as the basis of these local risk rankings are included in Section 5.

- **Hazard Area Extent and Location Map:** Each annex includes a map (or series of maps) illustrating identified hazard zones and critical facilities. Further, these maps show areas of known or anticipated future development, as available and provided by the jurisdiction.
- **Hazard Event History:** Identifies hazard events that have caused significant impacts within the jurisdiction, including a summary characterization of those impacts identified by the jurisdiction.
- **Hazard Ranking and Vulnerabilities:** The Livingston County HMP identifies and characterizes the broad range of hazards that pose risk to the entire planning area; however, each jurisdiction has differing degrees of risk exposure and vulnerability aside from the whole. The local risk ranking serves to identify each jurisdiction's degree of risk to each hazard as it pertains to them, supporting the appropriate selection and prioritization of initiatives that will reduce the highest levels of risk for each community.
- **Critical Facilities:** Identifies potential flood losses to critical facilities in the jurisdiction based on the flood vulnerability assessment process presented in Section 5.
- **Identified Issues:** Presents other specific hazard vulnerabilities as identified by the jurisdiction.

Section 9.X.8: Mitigation Strategy and Prioritization: Discusses and provides the status of past mitigation actions and status and describes proposed hazard mitigation initiatives and prioritization.

- **Past Mitigation Initiative Status:** Where applicable, a review of progress on the jurisdiction's prior mitigation strategy is presented, identifying the disposition of each prior action, project, or initiative in the jurisdiction's updated mitigation strategy. Other completed or ongoing mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this subsection as well.
- **Completed Mitigation Initiatives Not Identified in the Previous Mitigation Strategy:** Other completed or ongoing mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this subsection as well.
- **Proposed Hazard Mitigation Initiatives for the Plan Update:** Table 9.X-11 presents the jurisdiction's updated mitigation strategy. As indicated, applicable mitigation actions, projects, and initiatives are further documented on an Action Worksheet, which provides details on the project identification, evaluation, prioritization, and implementation process. Table 9.X-12 provides a summary of the local mitigation strategy prioritization process discussed in Section 6.

Section 9.X.9: Action Worksheets: Provides each jurisdiction with a more developed starting point for project implementation should funding become available. Following NYS DHSES HMP Standards Guide, each jurisdiction developed a minimum of two action worksheets. Workshops and additional meetings (in person, by email, or by teleconference) to complete the jurisdictional annexes were held with the Steering Committee and Planning Partnership throughout the planning process. In summary, all participating communities and the county completed the planning partner expectations and annex preparation process. Details regarding these meetings are described further in Sections 3 (Planning Process) and 6 (Mitigation Strategy). Completed jurisdictional annexes are provided in Section 9 (Jurisdictional Annexes).



8.2.3 Coverage Under the Plan

Of the planning partners identified during the planning process, 23 fully met the participation requirements specified by the Steering Committee. Four planning partners did not meet principal requirements, which included completion of the jurisdictional data collection worksheets, completion of the jurisdictional annex, or participation in meetings. Those who did not meet the requirements will not be able to seek FEMA or NYS DHSES approval at the time of plan submittal nor will they be eligible to obtain FEMA mitigation grant funding. Those jurisdictions can choose to complete their annex and adopt at a later time, working with Livingston County and NYS DHSES to ensure completeness. Any non-participating local government within the Livingston County planning area can "dock" to this plan in the future following the linkage procedures defined in Appendix H (Linkage Procedures).

Table 8-2 lists the status of each jurisdiction, whether or not they submitted letters of intent to participate, and their ultimate status in this plan update. Appendix B (Participation Matrix) and Appendix C (Meeting Documentation) provide details on participation and meeting attendance.

Table 8-2. Jurisdictional Status

Municipality	Letter of Intent to Participate	Attended Workshops and/or Meetings and Project Calls	Provided Update on Past Projects	Submitted Mitigation Actions for Current Plan	Seeking Approval for Adoption (meets all previous requirements)
Town of Avon	-	X	X	X	X
Village of Avon	-	X	X	X	X
Town of Caledonia	-	-	X	X	X
Village of Caledonia	-	X	X	X	X
Town of Conesus	-	-	X	X	X
Village of Dansville	-	X	X	X	X
Town of Geneseo	X	X	X	X	X
Village of Geneseo	-	X	X	X	X
Town of Groveland	-	X	X	X	X
Town of Leicester	-	X	X	X	X
Village of Leicester	-	-	X	X	X
Town of Lima	X	-	X	X	X
Village of Lima	-	-	-	-	-
Town of Livonia	-	-	-	-	-
Village of Livonia	-	X	-	-	-
Town of Mount Morris	-	X	-	X	X
Village of Mount Morris	-	X	-	-	-
Town of North Dansville	X	X	X	X	X
Town of Nunda	-	-	X	X	X
Village of Nunda	-	-	X	X	X
Town of Ossian	-	X	X	X	X
Town of Portage	-	-	-	X	X
Town of Sparta	-	-	-	X	X
Town of Springwater	-	X	-	X	X
Town of West Sparta	-	-	X	X	X
Town of York	-	X	X	X	X

In summary, all participating communities and the county completed the planning partner expectations and annex preparation process. Details regarding these meetings are described further in Section 3 (Planning Process) and Section 6 (Mitigation Strategy). Completed jurisdictional annexes are presented in Section 9.