

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: Montour County	Title of Plan: Montour County 2021 Hazard Mitigation Plan	Date of Plan: 03/16/2021
Local Point of Contact: Ed Burkland	Address: 24 Wesner Lane, Danville, PA 17821	E-Mail: eburkland@montourco.org
Title: Director		
Agency: Montour County EMA		
Phone Number: 570-271-3047		

State Reviewer: Ernie Szabo	Title: State Planner	Date: 3/18/21
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FEMA Reviewer: Mari Radford	Title: Community Planning Lead	Date: 4/26/2021
Date Received in FEMA Region <i>(insert #)</i>	4/2/2021	
Plan Not Approved	Minor edits required	expired 7/15/2020
Plan Approvable Pending Adoption		
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 this *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))	Pg. 21-26 Appendix C	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))	Pg. 21-26 Specifically, Section 3.4: Pages 24-25 Appendix C	X	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	Section 3.3: Pages 23-24 Section 3.4: Page 24-25 Appendix C	X	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	Section 3.5: Pages 25-26 Section 5.2.5: Pages 178-180 Appendix A	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))	Section 7.3: Page 200	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))	Section 7.2: Pages 199-200 Appendix I	X	
<u>ELEMENT A: REQUIRED REVISIONS</u>			
A6: Please add distribution of the annual plan review to PEMA and FEMA contacts. Use this as an opportunity to identify technical assistance, training, or immediate funding needs.			
ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT			

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
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))	Section 4.2.2: Pages 29-30 Section 4.3: Pages 31-172 Appendix D Appendix E Appendix F	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))	Section 4.2: Pages 28-34 Section 4.3 Past Occurrences sections of each hazard: Pages 34-161 Appendix D Appendix F	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))	Section 4.2: Pages 28-34 Section 4.3 Vulnerability sections of each hazard: Pages 34- 161 Section 4.4.3: Pages 166-167 Appendix D Appendix F	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))	Sections 4.3.2.3 – 4.3.2.4: Pages 46 - 50 Section 5.2.1: Pages 168-173 Table 18 Page 48 and Table 49	X		
<u>ELEMENT B: REQUIRED REVISIONS</u>				
<p>B4: include both Repetitive Loss definitions:</p> <ol style="list-style-type: none"> 1. The NFIP defines Repetitive Loss as 2 or more claims of at least \$1000 over a 10 year rolling period. This is the data that appears in this plan. 2. The Hazard Mitigation Assistance program defines Repetitive Loss as having incurred flood-related damage on 2 occasions, in which the cost of the repair, on the average, equaled or exceeded 25 percent of the market value of the structure at the time of each such flood event; and, at the time of the second incidence of flood-related damage, the contract for flood insurance contains increased cost of compliance coverage. 				
ELEMENT C. MITIGATION STRATEGY				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
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))	Section 5.2.1; 5.2.2; 5.2.3 and 5.2.4: Pages 168 - 178	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))	Sections 4.3.2.3 – 4.3.2.4: Pages 46-50 Appendix C	X		
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	Section 6.2: Pages 189-190	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))	Section 6.4: Pages 192-196 Appendix G Appendix H	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))	Section 6.4: Pages 192-196 Appendix G Appendix H	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))	Section 3.5: Pages 25-26 Section 5.2.5: Pages 178-179	X		
ELEMENT C: REQUIRED REVISIONS				
C4: Strongly recommend adding "Elevation, Acquisition or Demolition/Reconstruction of flood prone properties" as a mitigation action. This is where PEMA spends the majority of Hazard Mitigation Assistance grant funds. Adding as a possible mitigation action does not lock the community into pursuing but does allow them to apply without having to amend the plan to be eligible.				
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))	Section 2.3 and 2.4: Pages 9-15 Section 4.4.4: Pages 194-195	X		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Section 6.4: Page 167	X		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Section 3: Pages 21-26 Section 4.4.1 and 4.4.2: Pages 161-166 Section 6: Pages 181-198 Appendix H	X		
ELEMENT D: REQUIRED REVISIONS				

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
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))	Section 8: Appendix I			
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	Section 8: Appendix I			
<u>ELEMENT E: REQUIRED REVISIONS</u>				
OPTIONAL: HIGH HAZARD POTENTIAL DAM RISKS				
HHPD1. Did Element A4 (planning process) describe the incorporation of existing plans, studies, reports, and technical information for high hazard potential dams?	Section 5.2.5 Plan Integration on page 179			
HHPD2. Did Element B3 (risk assessment) address HHPDs?	Section 4.3.13 Dam and Levee Failure on pages 124-133			
HHPD3. Did Element C3 (mitigation goals) include mitigation goals to reduce long-term vulnerabilities from high hazard potential dams that pose an unacceptable risk to the public?	Objective 2.6 under goal 2 on page 189			
HHPD4. Did Element C4-C5 (mitigation actions) address HHPDs prioritize mitigation actions to reduce vulnerabilities from high hazard potential dams that pose an unacceptable risk to the public?	Action 2.6.1, 2.6.3, and 2.6.4 on page 195			
<u>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 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 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

1. Make sure you use the most recent Plan Review Tool for your next submission. For instance the local planning requirements are being updated and the HHPD elements have changed each year with the Notice of Funding Opportunity.
2. Excellent Executive Summary!
3. Plan to review the 2020 census data when available, and its impact on vulnerable populations, increased/decreased risk from identified hazards – and any other cascading impacts to your plan. You can amend the plan at any time to make changes to your 2021 profile and add or subtract mitigation strategies and actions to support.
4. Great use of maps and tables but photos of local landmarks and damage from profiled risks would really help tell your story. I recommend collecting old and new photos for your next plan update (which can also be used for other media related content).
5. Your local planning team had great diversity and included many of sectors (schools, small and large business) we have been targeting for inclusion. The only suggestion I have would be to extend invitations to utilities and the conservation district for your annual plan reviews with the idea that you can integrate them into your mitigation discussions before your next plan update.
6. It appears there were only 2 targeted opportunities for public comment during your planning process. With a short turn around time and COVID precautions, this is understandable. For your next plan update we would like to see a minimum of THREE touchpoints with your community at large. Typically they occur early in the planning process (“what keeps you up at night?”), after the risk assessment (“does this look right to you?”) and when the draft is done (“anything we forgot?”).
7. Great Pandemic/Invasive Species profile – probably the most in-depth one I have seen in PA. Did you discuss what the effects of a longer, warmer season would do to insect populations (as vectors for disease) and invasive species proliferation?

**SECTION 3:
MULTI-JURISDICTION SUMMARY SHEET (OPTIONAL)**

INSTRUCTIONS: For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were ‘Met’ or ‘Not Met,’ and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/township/village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
1	Montour County	County	Ed Burkland	24 Wesner Lane, Danville, PA 17821	eburkland@montourco.org	570-271-3047	Y	Y	Y	Y		
2	Anthony Township	Township	Dennis Sheatler	171 Gearhart Road, Turbotville, PA 17772	anthonytwp@verizon.net	570-437-2215	Y	Y	N	Y		
3	Cooper Township	Township	Chris Pfaff	60 Reinaker Road, Danville, PA 17821	N/A	570-316-1751	Y	Y	N	Y		
4	Danville Borough	Borough	Jackie Hart	463 Mill Street, Danville, PA 17821	jhart@danvilleboro.org	570-275-2180	Y	Y	Y	Y		

MULTI-JURISDICTION SUMMARY SHEET

#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
5	Derry Township	Township	Vicki Koser	5864 Broadway Road, Danville, PA 17821	Vek131@yahoo.com	570-437-3441	Y	Y	N	Y		
6	Liberty Township	Township	Larry Brown	123 Mooresburg Road, Danville, PA 17821	N/A	570-275-2211	Y	Y	N	Y		
7	Limestone Township	Township	Mary Jane Snyder	324 Limestone Road, Milton, PA 17847	Limestonewp324@gmail.com	570-437-9067	Y	Y	Y	Y		
8	Mahoning Township	Township	Bill Lynn	849 Bloom Road, Danville, PA 17821	Mahoningtownship		Y	Y	Y	Y		
9	Mayberry Township	Township	Patricia Fahringer	162 High Road, Catawissa, PA 17820	N/A	570-672-2758	Y	Y	Y	Y		
10	Valley Township	Township	Walt Rupert	PO Box 307, Danville, PA 17821	N/A	570-490-4317	Y	Y	N	Y		

MULTI-JURISDICTION SUMMARY SHEET

#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
11	Washingtonville Borough	Borough	William Culp	PO Box 26 Washingtonville, PA 17884	weculpjr@gmail.com	N/A	Y	Y	N	Y		
12	West Hemlock Township	Township	Lynn Winters	569 Columbia Hill Road, Danville, PA 17821	westhemlock@verizon.net	570-275-9101	Y	Y	N	Y		
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