



SECTION 22. Plan Maintenance Procedures

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Implementation

This section discusses how the city of Plano’s Hazard Mitigation Action Plan will be implemented, evaluated and updated in partnership with the North Central Texas Council of Governments (NCTCOG). It also addresses how the public will continue to be involved in the hazard mitigation planning process.

The City of Plano will be responsible for implementing the mitigation action plans contained in Section 21. Each action has been assigned to a specific local government office that is responsible for implementing it. The Plano City Council adopted the mitigation action plan on ____ (date) ____ (currently pending). A copy of the resolution is contained in Appendix G (forthcoming).

A funding source has been listed for each identified action. This source may be used when the City begins to seek funds to implement the action. An implementation time period or a specific implementation date also has been assigned to each action as an incentive for seeing the action through to completion and to gauge whether actions are implemented in a timely manner.

The City of Plano will integrate implementation of its mitigation action plans with other existing planning mechanisms such as capital improvement plans, long range growth plans, master stormwater and drainage plans and NCTCOG regional planning efforts. The city of Plano will ensure that the actions contained in the mitigation action plans are reflected in these other planning efforts. These other planning efforts will be used to advance the City’s mitigation strategies.

Upon formal adoption of the plan, hazard mitigation team members from each participating City Department or office will review all relevant Departmental or office plans, comprehensive land use plans, capital improvement plans, transportation plans, and building codes to guide and control development. The hazard mitigation team members will work to integrate the hazard mitigation strategies into these other plans and codes. The City will conduct periodic reviews of its





comprehensive and land use plans and policies and analyze the need for any amendments in light of the approved hazard mitigation plan. The City will ensure that capital improvement planning in the future will be consistent with the goals of this hazard mitigation plan to reduce the long-term risk to life and property from all hazards. Within one year of formal adoption of the hazard mitigation plan, the City will review existing planning mechanisms.

The NCTCOG is committed to supporting the cities and counties in the North Central Texas region as they implement their mitigation plans. The NCTCOG will review and revise, as necessary, the long-range goals and objectives in its strategic plan and budgets to ensure that they are consistent with this mitigation action plan. The NCTCOG will work with participating jurisdictions to advance the goals of this hazard mitigation plan through its routine, ongoing long-range planning, budgeting and work processes.

Evaluation and Update

Periodic revisions and updates of the Plan are required to ensure that the goals, objectives and mitigation action plans for the City of Plano are kept current. More important, revisions may be necessary to ensure that the Plan is in full compliance with Federal regulations and state statutes. This portion of the Plan outlines the procedures for completing such revisions and updates. William Peterson, Chief, Emergency Management Coordinator and Fire Chief, will oversee evaluation and update of the plan for the City of Plano.

Monitoring and Five-Year Plan Review

Hazard mitigation team members from each City Department or office (see Appendix C) are responsible for continual monitoring of those components of the hazard mitigation plan that pertain to their organization. As part of the monitoring process, team members will assess any changes in risk; determine whether implementation of mitigation actions is on schedule or if there are any implementation problems, such as technical, political, legal or coordination issues; and reflect changes in land development or programs that affect mitigation priorities or actions. On an annual basis, participating team members will notify the City's Emergency Management Coordinator/Fire Chief of any needed changes in the Plan based upon their monitoring activities.

This Mitigation Action Plan will be formally reviewed every five years to determine whether significant changes may have occurred in the City of Plano that could affect the Plan. The five-year review will be conducted in coordination with the NCTCOG, with participation by cities and counties in the North Central Texas region. Increased development, increased exposure to certain hazards, the development of new mitigation capabilities or techniques, and revisions to Federal or state legislation are examples of changes that may affect the currency of the Plan. Criteria to be included in the evaluation will include, at a minimum, whether:



- The goals and objectives address current and expected conditions;
- The nature, magnitude, and/or type of risks have changed;
- The current resources are appropriate for implementing the plan;
- There are implementation problems, such as technical, political, legal, or coordination issues with other agencies;
- The outcomes have occurred as expected; and,
- The agencies and other partners participated as originally proposed.

The review also will give community officials an opportunity to evaluate successful actions and to explore the possibility of documenting losses avoided because of actions taken. The Plan also will need to be revised to reflect lessons learned following a disaster declaration or to address specific circumstances arising from changing conditions surrounding disaster events.

The five-year review will begin in January 1, 2011, and be completed by September 30, 2011. As part of the plan review process, team members will be asked to review each goal and objective to determine its continued relevance; review the risk assessment portion of the plan to determine if the information should be updated or modified; report on the status of each of their mitigation actions; report on which implementation processes worked well, any difficulties encountered, how coordination efforts are proceeding, and which mitigation actions should be revised; and evaluate the effectiveness of their mitigation action plans and recommend changes or amendments. The results will be summarized in a formal report issued by the City that will include an evaluation of the effectiveness and appropriateness of the Plan, and will recommend required or desirable changes.

The City of Plano used the regional risk assessment prepared by the North Central Texas Council of Governments as the basis for this hazard mitigation action plan. Extensive information is included from the COG on Denton and Collin Counties of which the City of Plano is a part. However, because Plano participated in a regional risk assessment, there are data shortcomings with respect to the City's specific vulnerability in terms of: 1) the types and numbers of existing and future buildings, infrastructure, and critical facilities located in identified hazard areas; and 2) land use and development trends within the City of Plano. During the five-year update process, as resources become available, the City of Plano plans to gather additional data to enhance the plan. This will include data on:

- The numbers and types of existing buildings, infrastructure and critical facilities located in identified hazard areas;
- The types and numbers of future buildings, infrastructure, and critical facilities in the identified hazard areas; and,
- Land use and development trends and their impact on hazards.



Plan Amendments

At any time, minor technical changes may be made to the plan to keep it up to date. However, any material changes to the mitigation actions or major changes in the overall direction of the plan or the policies contained within it must be subject to formal adoption by the city of Plano City Council. Any amendment to the plan must undergo an open public process. The City of Plano will seek public input on any material change to the plan during a formal review and comment period of not less than 30 days.

At the end of the comment period, the proposed amendment and all comments will be forwarded to the Emergency Management Coordinator/Fire Chief. If no comments are received from the reviewing parties within the specified review period, this will also be noted. The Plano City Council will then review the proposed amendment and comments received and vote to accept, reject, or amend the proposed change. The public will have an opportunity to provide input during the meetings at which the request is considered. Upon ratification, the amendment will be transmitted to the Governor's Division of Emergency Management.

In determining whether to recommend approval or denial of a plan amendment request, the following factors will be considered:

- ◆ Errors or omissions made in the identification of issues or needs during the preparation of the Plan;
- ◆ New issues or needs that were not adequately addressed in the Plan; and
- ◆ Changes in information, data, or assumptions from those on which the Plan was based.

NCTCOG Activities

The NCTCOG will monitor implementation of the multi-jurisdictional elements of the Plan in the following ways:

- Continue to support advisory committee(s) with representation from a cross-section of local governments involved in Hazard Mitigation Action Planning;
- Continue and enhance its partnerships with other multi-jurisdictional agencies that have responsibility for hazard mitigation, and seek periodic updates from those partners;
- Maintain an active website (www.hazmap.nctcog.org) with up-to-date information regarding each program element;



- Publish periodic articles in NCTCOG's monthly newsletter (*Your Region*) and the department's monthly email newsletter (*InsidER*); and
- Make periodic reports to NCTCOG's Executive Board on the HazMAP status.

The NCTCOG intends to maintain and enhance the continuing planning process by evaluating the multi-jurisdictional elements on an annual basis and immediately after a natural disaster occurs affecting multiple communities.

Continued Public Involvement

Public input was an integral part of the preparation of this Plan and will continue to be essential as the Plan grows and changes. As with any officially adopted plan or ordinance, a significant change to this Plan shall require an opportunity for the public to make its views known.

This Hazard Mitigation Action Plan will be posted continuously on the City of Plano website, where the public is invited to provide ongoing feedback. Copies of the Plan also will be kept for public inspection and review in the office of C.J. Howard, Assistant Emergency Management Coordinator. Mr. Howard may be contacted by telephone at 972-941-7604 or email at CJHoward@plano.gov.