



Section 3. Planning Process

3.1 Introduction

This section includes a description of the planning process used to update the Monroe County Hazard Mitigation Plan (HMP), including how it was prepared, who was involved in the process, and how the public was included.

An approach to the planning process and plan documentation was developed to ensure that the plan meets the requirements of the Disaster Mitigation Act of 2000 (DMA 2000), and supports the long-term goal of covering all jurisdictions in the county under a comprehensive and cohesive countywide DMA 2000 plan. The planning process included the following:

- The Monroe County HMP will be multi-jurisdictional, with the intention of including all municipalities in the county. Monroe County invited all jurisdictions in the county to join in the update of the plan. To date, all municipalities have participated in the 2017 plan update process, as indicated in Table 3-1 below.

Table 3-1. Participating Monroe County Jurisdictions

County	City	Towns	Villages
Monroe County	City of Rochester	Town of Brighton Town of Chili Town of Clarkson Town/Village of East Rochester Town of Gates Town of Greece Town of Hamlin Town of Henrietta Town of Irondequoit Town of Mendon Town of Ogden Town of Parma Town of Penfield Town of Perinton Town of Pittsford Town of Riga Town of Rush Town of Sweden Town of Webster Town of Wheatland	Village of Brockport Village of Churchville Village of Fairport Village of Hilton Village of Honeoye Falls Village of Pittsford Village of Scottsville Village of Spencerport Village of Webster

- The plan must consider natural and man-made hazards facing the county, thereby exceeding the natural hazards mitigation planning requirements specified in DMA 2000.
- The plan will be developed following the process outlined by DMA 2000, Federal Emergency Management Agency (FEMA) regulations, and prevailing FEMA and New York State Division of Homeland Security & Emergency Services (NYS DHSES) guidance. Following this process ensures that all the requirements are met and supports plan review.
- The plan will also be developed to meet the criteria of a Floodplain Management Plan (FMP) under FEMA’s Community Rating System (CRS) Program. The Monroe County HMP will be worth



approximately 250 CRS points for any jurisdiction that fully participated in the HMP update and participates in the CRS Program.

The Monroe County HMP update was written using the best available information obtained from a wide variety of sources. Throughout the HMP update process, a concerted effort was made to gather information from municipal and regional agencies and staff as well as stakeholders, federal and state agencies, and the residents of the county. The HMP Steering Committee and Planning Committee solicited information from local agencies and individuals with specific knowledge of certain natural hazards and historical events. In addition, the planning team took into consideration planning and zoning codes, ordinances, and other recent planning documents. The hazard mitigation strategies identified in this HMP update have been developed through an extensive planning process involving local, county, and regional agencies, county residents, and stakeholders.

This section of the plan describes the mitigation planning process, including (1) Organization of Planning Process; (2) Planning Activities; (3) Stakeholder Outreach and Involvement; (4) Public Outreach and Involvement; (4) Integration of Existing Data, Plans, and Information; (5) Integration with Existing Planning Mechanisms and Programs; and (6) Continued Public Outreach.

3.2 Organization of Planning Process

This section of the plan identifies how the planning process was organized with the many “planning partners” involved, and outlines the major activities that were conducted in developing this HMP.

3.2.1 Organization of Planning Partnership

Project management and grant administration has been the responsibility of the Monroe County Office of Emergency Management (OEM). A contract planning consultant (Tetra Tech, Inc. [Tetra Tech]) was tasked with:

- Assisting with the organization of a Steering Committee and Planning Committee;
- Assisting with the development and implementation of a public and stakeholder outreach program;
- Collecting data;
- Facilitating and attending meetings (planning committee, stakeholder, public and other);
- Reviewing and updating the hazards of concern, and hazard profiling and risk assessment;
- Assisting with the review and update of mitigation planning goals and objectives;
- Assisting with the review of progress of past mitigation strategies;
- Assisting with the screening of mitigation actions, and identifying appropriate actions;
- Assisting with the prioritization of mitigation actions; and
- Authoring the Draft and Final plan documents.

In June 2015, the county notified all municipalities within Monroe County of the pending planning process and invited them to formally participate. Jurisdictions were asked to identify planning points of contact to serve on a hazard mitigation planning committee (the Planning Committee) and represent the interests of their community.

To facilitate plan development, Monroe County developed a Steering Committee to provide guidance and direction to the HMP update effort and to ensure the resulting document will be embraced both politically and by the constituency within the planning area.

The makeup of this Steering Committee included representatives from the County Office of Emergency Management, Planning Department, Geographic Information System (GIS) Services Division, Department



of Environmental Services, and Department of Public Health. Together, the members of the Steering Committee had expertise in preventive measures, property protection, natural resource protection, emergency services, structural flood control projects, and public information. They applied their expertise on behalf of all participating municipalities. While all municipalities participating in the plan update authorized the Steering Committee to carry out certain activities on their behalf, all municipalities were invited to attend and participate in all aspects of the plan update process.

The Steering Committee was tasked with:

- Providing guidance for and oversight of the planning process;
- Attending and participating in Steering Committee and Planning Committee meetings;
- Assisting with the development and completion of certain planning elements, including:
 - Reviewing and updating the hazards of concern,
 - Developing a public and stakeholder outreach program,
 - Ensuring that the data and information used in the plan update process is the best available
 - Reviewing and updating the mitigation goals and objectives,
 - Identification and screening of appropriate mitigation strategies and activities; and
 - Reviewing and commenting on plan documents prior to submission to NYS DHSES and FEMA.

The Steering Committee provided guidance and leadership, oversight of the planning process, and acted as the point of contact for all participating jurisdictions and the various interest groups in the planning area.

The Planning Committee was assembled to represent each of the municipalities participating in the plan update process, and consisted of all members of the Steering Committee and at least one representative from each of the participating municipalities.

The Planning Committee was tasked with the following:

- Represent their jurisdiction throughout the planning process;
- Collect input from all departments within their community that have a stake in mitigation (planning, engineering, code enforcement, police and emergency services, and public works);
- Assist in gathering information for inclusion in the plan update, including the use of previously developed reports and data;
- Support and promote the public involvement process;
- Report on progress of 2011 HMP mitigation actions, as applicable;
- Identify, develop, and prioritize appropriate mitigation initiatives;
- Review and update drafts of their jurisdictional annex;
- Review, amend, and approve all sections of the plan update; and
- Adopt, implement and maintain the plan update.

Table 3-2 shows the current members of the Steering Committee and Planning Committee at the time this plan update was developed.



Table 3-2. Monroe County Hazard Mitigation Plan Steering Committee and Planning Committee Members

Organization	Name	Title / Position	Planning Committee	Steering Committee
Monroe County OEM	Frederick J. Rion, Jr.	Emergency Preparedness Administrator, OEM	X	X
Monroe County OEM	Kristina Daugherty	OEM	X	X
Monroe County GIS	Justin Cole	GIS Services Division	X	X
Monroe County Planning	Tom Goodwin	Planning	X	X
Monroe County DES	Richard Grellweir		X	X
Monroe County Department of Public Health	John Ricci		X	X
Brighton, Town of	Tim Keef	Commissioner of Public Works	X	
Brighton, Town of	Chad Roscoe	Junior Engineer	X	
Brockport, Village of	David Miller	Code Enforcement	X	
Brockport, Village of	John Lapierre	Trustee	X	
Chili, Town of	Brian Ostling	Deputy Commissioner of Public Works	X	
Chili, Town of	Dawn Forte	Secretary to Town Supervisor	X	
Churchville, Village of	Nancy Steedman	Mayor	X	
Churchville, Village of	Paul Robinson	Superintendent	X	
Clarkson, Town of	Paul Kimball	Supervisor	X	
Clarkson, Town of	Bob Viscardi	Highway Supt	X	
East Rochester, Town/Village of	Fred Ricci	Mayor	X	
Fairport, Village of	Fritz May	Mayor	X	
Gates, Town of	Mark Assini	Town Supervisor	X	
Gates, Town of	Joe Amico	Director of Public Works	X	
Greece, Town of	Paul Holahan	Town Finance Director	X	
Greece, Town of	John Gauthier	Associate Engineer	X	
Hamlin, Town of	Tom Maier	Fire Marshal	X	
Hamlin, Town of	Eric Peters	Town Supervisor	X	
Henrietta, Town of	Chuck Marshall	Acting Commissioner of Public Works	X	
Henrietta, Town of	Roland Osterwinter	Junior Engineer	X	
Hilton, Village of	Mike McHenry	Superintendent	X	
Hilton, Village of	Mike Lissow	Code Enforcement, Fire Marshal	X	
Honeoye Falls, Village of	Greg Emerson	Village Administrator, Director of Public Works, Asst. CEO, Fire Marshall	X	
Honeoye Falls, Village of	Charlie Johnson	Code Enforcement Officer, Fire Marshall	X	
Irondequoit, Town of	Gregory D. Merrick	Fire Marshal	X	
Irondequoit, Town of	Bob Kiley	Deputy DPW Commissioner	X	
Mendon, Town of	John Moffitt	Town Supervisor	X	
Ogden, Town of	Ron Britt		X	



Organization	Name	Title / Position	Planning Committee	Steering Committee
Parma, Town of	Dennis Scibetta	Building and Development Coordinator	X	
Parma, Town of	Jim Smith	Town Supervisor	X	
Penfield, Town of	Tony LaFountain	Supervisor	X	
Penfield, Town of	Tom Tette	Director of Building, Fire Marshal, Code Enforcement, and Safety Director	X	
Perinton, Town of	Greg Siegfred	Fire Marshal	X	
Perinton, Town of	Mike Barker	Supervisor	X	
Pittsford, Town of	Kelly Cline	Code Enforcement Officer	X	
Pittsford, Town of	Paul Schenkel	Commissioner	X	
Pittsford, Village of	Kelly Cline	Building Inspector	X	
Riga, Town of	Robert Panik	Code Enforcement Officer	X	
Riga, Town of	Deborah Campanella	Councilwoman	X	
Rochester, City of	Jamie Renners	Lieutenant, Rochester Fire Department	X	
Rochester, City of	Tom Mann	Permit Officer Manager, Planning and Zoning	X	
Rush, Town of	Richard Tracy	Fire Marshal and Emergency Preparedness Coordinator	X	
Scottsville, Village of	Terry Rech	Code Enforcement Officer/Fire Marshall	X	
Scottsville, Village of	Paul Gee	Mayor	X	
Spencerport, Village of	Jackie Sullivan	Clerk	X	
Sweden, Town of	Brian Ingraham	Highway Superintendent	X	
Sweden, Town of	Mike Vergari	Fire Marshal	X	
Webster, Town of	Rob Boutillier	Fire Marshal	X	
Webster, Town of	Geoff Benway	Commissioner of Public Works	X	
Webster, Village of	Jake Swingly	Superintendent of Public Works	X	
Webster, Village of	Will Barham	Building Inspector	X	
Wheatland, Town of	Terry Rech	Building Inspector and Fire Marshall	X	

Ultimately, jurisdictional participation is evidenced by a completed updated annex of the HMP where jurisdictions have individually: identified their planning points of contact; evaluated their risk to the hazards of concern; identified their capabilities to effect mitigation in their community; identified and prioritized appropriate mitigation initiatives and actions to mitigate their hazard risk; and eventually, adopted the updated plan through a resolution. Jurisdictional representatives were encouraged to include their local hazard mitigation coordinators/floodplain managers, code enforcement officials, emergency management personnel, planners, engineers, and public works/highway staff, as applicable, in information sharing and the mitigation update through invitation to public meetings, completion of worksheets, and review of the jurisdictional annex. Refer to Volume II, Section 9 of this HMP.

3.2.2 Planning Activities

Members of the Steering Committee and Planning Committee (individually and as a whole), as well as key stakeholders, convened and communicated on an as-needed basis to share information and participate in



workshops to identify hazards; assess risks; review existing inventories of and identify new critical facilities; assist in updating and developing new mitigation goals, objectives, and actions; and provide continuity through the plan update process to ensure that natural hazard vulnerability information and appropriate mitigation strategies were incorporated into the plan update. Each member of the Planning Committee had the opportunity to review the plan update, interact with other stakeholders, and assist with public involvement efforts.

A summary of planning partnership activities, including Steering Committee and Planning Committee meetings held during development of this HMP update, is included in Table 3-3. This summary table identifies only the formal meetings and milestone events held during the plan update process and does not reflect the larger universe of planning activities conducted by individuals and groups throughout the entire planning process. It also identifies which DMA 2000 requirements have been met. Documentation of meetings (agendas, sign-in sheets, and meeting notes) can be found in Appendix B. In addition to these meetings, there was a great deal of communication between Steering Committee and Planning Committee members, and Tetra Tech, through individual meetings, phone calls, and e-mail.

After the HMP update had been completed, implementation and ongoing maintenance will become a function of the Planning Committee. The Planning Committee is responsible for reviewing the Plan Update and accepting public comment as part of an annual review and as part of the 5-year mitigation plan update.

Table 3-3. Summary of Mitigation Planning Activities / Efforts

Dates	DMA 2000 Requirement	Description of Activity	Participants
January 9, 2015		County begins procurement process for contract planning support	County
June 26, 2015		County contracts with private firm for planning support	County, Consultant
June 29, 2015	2	Steering Committee Kickoff Meeting – discuss the planning process, focus areas of each Steering Committee member, project schedule	Monroe County Office of Emergency Management (OEM), Monroe County Geographic Information System (GIS) Services Division, Monroe County Planning, Monroe County Department of Environmental Services (DES), Monroe County Department of Public Health (DPH), Consultant
July 7, 2015	1b, 3a-b	Public Information Meeting – (1) to provide information about the Monroe County Hazard Mitigation Plan (HMP) update, planning process, and public engagement opportunities to residents of Monroe County; and (2) to obtain public input on the natural hazards that affect the County, the hazards’ associated problems, and possible solutions.	Monroe County Departments: OEM, DPH Consultant
July 13, 2015	1b, 5c	County HMP Update Website launched	Consultant



Dates	DMA 2000 Requirement	Description of Activity	Participants
July 29, 2015	2	Planning Committee Kickoff Meeting – review hazard mitigation, the planning process, layout of the plan document, project schedule, expectations of stakeholders	<p>Monroe County Departments: OEM, GIS Services Division, Planning, Monroe County DES, DPH, 9-1-1, Department of Public Safety (DPS), DPS Communications, Monroe County Fire Bureau (FB), Monroe County Information Services (MCIS), Monroe County Sheriff’s Office (MCSO), Monroe County Water Authority (MCWA)</p> <p>City of Rochester Fire, Town of Brighton, Town of Chili, Village of Churchville, Village of Fairport, Town of Henrietta, Village of Hilton, Town of Irondequoit, Town of Ogden, Town of Penfield, Town of Perinton, Town/Village of Pittsford, Town of Rush and Brighton Fire, Town of Webster, Village of Webster</p> <p>American Red Cross, Greater Rochester International Airport, National Grid,</p> <p>Rochester-Genesee Regional Transportation Authority (RGRTA),</p> <p>Rochester Institute of Technology (RIT), Time Warner Cable</p> <p>Consultant</p>
August 18 – August 20, 2015	2, 3a-e, 4a-c	Municipal Meetings – Discuss the planning process, and gather information from County and municipal representatives.	<p>Monroe County Departments: OEM, DPH</p> <p>Monroe County Community College, Agricultural and Life Sciences Institute</p> <p>Town of Brighton, Village of Brockport, Town of Chili, Village of Churchville, Town of Gates, Town of Henrietta, Village of Hilton, Village of Honeoye Falls, Town of Irondequoit, Town of Penfield, Town of Perinton, Town/Village of Pittsford, Town of Riga, City of Rochester, Village of Spencerport, Town of Webster</p> <p>Consultant</p>



Dates	DMA 2000 Requirement	Description of Activity	Participants
August 26, 2015	2, 3a-b	Planning Committee Meeting – Review hazards of concern, discuss hazard profiles	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DPH, MCSO, MCWA, Public Safety</p> <p>American Red Cross, Rochester Institute of Technology (RIT), Frontier, Iberdrola, National Grid, Rochester Water Bureau</p> <p>Town of Brighton, Village of Brockport, Town of Chili, Village of Churchville, Village of Fairport, Town of Gates, Town of Greece, Town of Henrietta, Village of Hilton, Village of Honeoye Falls, Town of Irondequoit, Town of Penfield, Town of Perinton, Town/Village of Pittsford, Town of Riga, City of Rochester, Village of Spencerport, Village of Webster</p> <p>Consultant</p>
September 23, 2015	1b, 2, 3a-e	Steering Committee – Review Hazard Assessment	<p>Monroe County Departments: OEM, GIS, Planning, DES</p> <p>SUNY-Brockport</p> <p>Consultant</p>
September 23, 2015	1b, 2, 3a-e, 4b	Planning Committee – Vulnerability Assessment	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DHS, DPH, Public Safety Communications, Information Services, MCWA, MCDOT, Department of Parks</p> <p>American Red Cross, Rochester Institute of Technology (RIT), Iberdrola, Monroe County Community College, Agricultural and Life Sciences Institute, Rochester-Genesee Regional Transportation Authority</p> <p>Town of Brighton, Town of Chili, Village of Churchville, Village of Fairport, Town of Henrietta, Village of Hilton, Town of Irondequoit, Town of Perinton, Town of Riga, City of Rochester, Village of Scottville, Village of Spencerport, Village of Webster, Town of Wheatland</p> <p>Consultant</p>
September 24, 2015	1b, 3a-b	Irondequoit Bay Technical Staff (IBTS) Meeting – discuss the planning process, and gather information from State, County, and municipal representatives	<p>Monroe County Departments: DES, DOH, Planning, OEM, Sheriff's Office;</p> <p>NYS DEC</p> <p>Town of Penfield, Town of Irondequoit, Town of Webster</p>
October 18, 2015	1b, 2, 3a-e	Draft hazard profiles posted to HMP website	



Dates	DMA 2000 Requirement	Description of Activity	Participants
October 20, 2015*	1b, 2, 3a-e, 4b	Planning Committee – Vulnerability Assessment	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DPH, MCSO, MCWA, MCDOT, Public Safety, Office of Mental Health, Emergency Medical Services</p> <p>American Red Cross, Rochester Institute of Technology (RIT), Greater Rochester International Airport Fire Department, Rochester-Genesee Regional Transportation Authority</p> <p>Town of Brighton, Village of Brockport, Town of Chili, Village of Churchville, Village of Fairport, Town of Greece, Village of Hilton, Town of Irondequoit, Town of Parma, Town of Perinton, Town/Village of Pittsford, Town of Riga, City of Rochester, Village of Scottville, Village of Spencerport, Town of Webster, Village of Webster, Town of Wheatland</p> <p>Consultant</p>
October 20, 2015	1b, 2, 4a	Planning Committee – Goals and Objectives	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DPH, MCSO, MCWA, MCDOT, Public Safety, Office of Mental Health, Emergency Medical Services</p> <p>American Red Cross, Rochester Institute of Technology (RIT), Greater Rochester International Airport Fire Department, Rochester-Genesee Regional Transportation Authority</p> <p>Town of Brighton, Village of Brockport, Town of Chili, Village of Churchville, Village of Fairport, Town of Greece, Village of Hilton, Town of Irondequoit, Town of Parma, Town of Perinton, Town/Village of Pittsford, Town of Riga, City of Rochester, Village of Scottville, Village of Spencerport, Town of Webster, Village of Webster, Town of Wheatland</p> <p>Consultant</p>
October 20, 2015	1b, 2, 3a-e, 4a-b	Public Meeting – Risk Assessment	<p>Monroe County Departments: OEM</p> <p>Consultant</p>



Dates	DMA 2000 Requirement	Description of Activity	Participants
November 19, 2015	2, 4a-b	Mitigation Solutions Workshops	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DPH, MCSO, MCDOT, Parks, Office of Mental Health</p> <p>American Red Cross, FEMA Region II, Rochester Institute of Technology (RIT), Rochester-Genesee Regional Transportation Authority</p> <p>Town of Brighton, Town of Chili, Village of Churchville, Village of Fairport, Town of Greece, Town of Hamlin, Village of Hilton, Village of Honeoye Falls, Town of Irondequoit, Town of Parma, Town of Perinton, Town/Village of Pittsford, Town of Riga, City of Rochester, Village of Spencerport, Village of Webster, Town of Wheatland</p> <p>Consultant</p>
December 8-9, 2015	2, 4a-c, 5a-b	Annex Workshops	<p>Monroe County GIS Department</p> <p>Town of Brighton, Village of Brockport, Town of Chili, Village of Churchville, Village of Fairport, Town of Henrietta, Village of Hilton, Town of Irondequoit, Town of Perinton, Town of Pittsford, Village of Pittsford, Town of Riga, Village of Spencerport, Village of Webster, Town of Wheatland</p> <p>Consultant</p>
December 14, 2015	2, 4a-b, 5a	Steering Committee – Review Mitigation Strategy	<p>Monroe County Departments: OEM, Planning, DES</p> <p>Consultant</p>
December 16, 2015	2, 4a-b, 5a	Planning Committee – Review Mitigation Strategy	<p>Monroe County Departments: OEM, 911, GIS, Planning, DES, DPH, Human Services, Information Services, MCWA, MCDOT</p> <p>American Red Cross, Greater Rochester International Airport Fire Department, Rochester-Genesee Regional Transportation Authority</p> <p>Town of Brighton, Town of Chili, Village of Churchville, Village of Fairport, Town of Greece, Town of Henrietta, Village of Hilton, Town of Irondequoit, Town of Mendon, Town of Ogden, Town of Perinton, Town of Pittsford, Village of Pittsford, Town of Riga, Town of Rush, Village of Spencerport, Town of Sweden, Town of Webster, Village of Webster, Town of Wheatland</p> <p>Consultant</p>



Dates	DMA 2000 Requirement	Description of Activity	Participants
December 16, 2015	1b, 4a-c	Public Meeting – Mitigation Strategy	Monroe County OEM Consultant
January 2016	1b, 2	Draft sections of the plan posted to the HMP website and provided to the Steering Committee and NYS DHSES for review	
February 1, 2016	2, 4a-b, 5a	Steering Committee – Review Draft Plan	Monroe County OEM, GIS, Planning and Development; SUNY-Brockport
February 2, 2016	2, 4a-b, 5a	Planning Committee – Review Draft Plan	Monroe County OEM, 911, DES, GIS, OMH, Planning and Development, DPH, DOT, Water Authority; Town of Brighton, Town of Chili, Village of Churchville, Village of Fairport, Town of Greece, Town of Hamlin, Village of Hilton, Town of Irondequoit, Town of Perinton, Town of Pittsford, Village of Pittsford, Town of Riga, Town of Rush, Village of Spencerport, Village of Webster, Town of Wheatland American Red Cross, Rochester-Genesee Regional Transportation Authority, SUNY-Brockport
February 2016	1b, 2, 3a-e, 4a-c, 5a-c	Draft Plan posted on the HMP website	
April 18, 2016	1b, 2	Public Meeting to review the Draft Plan with the Steering Committee, Planning Committee, and public	Monroe County Legislature, OEM; County resident
June 6, 2016	2	Draft Plan submitted to NYS DHSES	Monroe County OEM, Consultant
August 17, 2016	2	NYS DHSES review received	Monroe County OEM
August 18 – November 3, 2016	2	Update Draft plan	Monroe County OEM, Consultant
November 7, 2016	2	Updated Draft Plan submitted to NYS DHSES	Monroe County OEM, Consultant
December 27, 2016	2	Updated Draft Plan submitted to FEMA Region II	NYS DHSES
February 7, 2017	2	Plan deemed Approvable Pending Adoption	FEMA
April 11, 2017	1a	Plan adopted by resolution by the County	Monroe County Legislature
TBD	1a	Plan adopted by resolution by the governing bodies of all participating jurisdictions	

Notes:

TBD To be determined.

* Vulnerability Assessment was discussed at both 9/23/15 and 10/20/15 Planning Committee Meetings. Setting Goals and Objectives also occurred on 10/20/15.

Each number in column 2 identifies specific DMA 2000 requirements, as follows:

- 1a – Prerequisite – Adoption by the Local Governing Body
- 1b – Public 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

3.3 Stakeholder Outreach and Involvement

This section details the outreach to, and involvement of, the many agencies, departments, organizations, non-profits, districts, authorities and other entities that have a stake in managing hazard risk and mitigation, commonly referred to as “stakeholders.”

Diligent efforts were made to ensure broad regional, county, and local representation in this planning process. Stakeholder outreach was performed early and throughout the planning process. In addition to “mass media” notification efforts, stakeholders identified were invited to attend meetings and provide input on draft documents, while key stakeholders were requested to participate on the Planning Committee. Information and input provided by these stakeholders has been included throughout this plan where appropriate, as identified in the references.

The following sections identify the various stakeholders that were invited to participate in the update of this HMP and summarize how these stakeholders participated and contributed to the plan. This summary listing cannot represent the sum total of stakeholders that were aware of or contributed to this plan since formal and informal outreach efforts were used throughout the process by the many planning partners involved in the overall effort. Complete documentation of such broad-based and often locally focused efforts is impossible. Instead, this summary is intended to demonstrate the scope of the stakeholder outreach efforts made during the plan update process.

The Monroe County hazard mitigation planning process involved a broad range of federal, state, county, regional, and local stakeholders. The following subsection identifies those stakeholders that played a role in the planning process, identifies the nature of their involvement, and indicates how their input was incorporated in this plan, as applicable.

Federal Agencies:

FEMA Region II: Provided updated planning guidance; provided summary and detailed National Flood Insurance Program (NFIP) data for planning area; conducted plan review.

National Weather Service (NWS): Provided data and information.

USDA Farm Service Agency: Provided data and information.

State Agencies

New York State Division of Homeland Security & Emergency Services (NYS DHSES): Administered planning grant and facilitated FEMA review; provided updated planning guidance; provided review of Draft and Final Plan prior to FEMA review.

New York State Department of Environmental Conservation (NYSDEC): Provided data and information.

New York State Department of Transportation (NYSDOT): Provided data and information.



County and Regional Agencies, Commissions and Non-Profits

Please see Appendix F (Participation Matrix) for further details regarding county and regional agencies, commissions, and non-profits.

Monroe County Department of Environmental Services: Served on the Steering Committee, provided data and information, reviewed progress on previous mitigation actions, and reviewed draft and final plan sections.

Monroe County Department of Human Services: Attended meetings, provided data and information

Monroe County Department of Parks: Attended meetings, provided data and information

Monroe County Department of Planning and Development: Served on the Steering Committee, provided data and information (including countywide information such as land use, open space, population and demographics, and watersheds), reviewed progress on previous mitigation actions, and reviewed draft and final plan sections.

Monroe County Department of Public Health: Served on the Steering Committee, provided data and information, reviewed progress on previous mitigation actions, and reviewed draft and final plan sections.

Monroe County Department of Public Safety: Attended meetings, provided data and information

Monroe County Emergency Medical Services: Attended meetings, provided data and information

Monroe County Geographic Information System (GIS) Services Division: Served on the Steering Committee, provided data and information, reviewed progress on previous mitigation actions, and reviewed draft and final plan sections.

Monroe County Office of Emergency Management: Secured and administered FEMA planning grant, managed project, served on the Steering Committee, arranged and attended meetings, provided data and information, facilitated and supported public and stakeholder outreach, reviewed progress on previous mitigation actions, identified ongoing and potential mitigation projects and initiatives, and reviewed draft and final sections of the plan.

Monroe County Office of Mental Health: Attended meetings, provided data and information, reviewed progress on previous mitigation actions, identified ongoing and potential mitigation projects and initiatives

Monroe County Sheriff's Office (MCSO): Attended meetings, provided data and information, reviewed progress on previous mitigation actions, identified ongoing and potential mitigation projects and initiatives

Monroe County Water Authority: Attended meetings, reviewed progress on previous mitigation actions, provided data and information, identified vulnerabilities, updated mitigation strategies, and reviewed draft and final sections of the plan.

Rochester-Genesee Regional Transportation Authority (RGRTA): Attended meetings, reviewed progress on previous mitigation actions, provided data and information, identified vulnerabilities, updated mitigation strategies, and reviewed draft and final sections of the plan.

Rochester Water Bureau: Attended meetings, provided data and information



Genesee/Finger Lakes Regional Planning Council: Provided regional and countywide data and information.

Regional and Local Stakeholders

The Steering Committee and Planning Committee offered regional and local stakeholders the opportunity to provide input into the planning process. The Steering Committee sent out information about the planning process and invitations to provide input to the following organizations:

- Academic Institutions
 - Rochester Institute of Technology (RIT)
 - Monroe County Community College, Agricultural and Life Sciences Institute
 - SUNY-Brockport
- American Red Cross
- Fire districts
- Greater Rochester International Airport
- Utility Providers
 - Frontier
 - Iberdrola
 - National Grid
 - Time Warner Cable
- Law enforcement agencies
- Ambulance companies
- Hospitals
- Neighboring OEMs
 - Genesee County
 - Livingston County
 - Orleans County
 - Ontario County
 - Wayne County
- Neighboring Planning Commissions
 - Genesee County
 - Livingston County
 - Orleans County
 - Ontario County
 - Wayne County
- School districts
- Soil and water districts

Many of the agencies listed above participated in a minimum of one mitigation planning activity or meeting, as shown in Table 3-3 above. Some municipal representatives on the Planning Committee consulted with representatives of these groups in assessing progress made on mitigation actions from the 2011 plan and therefore incorporated input from the above groups into the mitigation planning process.

3.3.1 Public Outreach

It was determined that draft documents will be made available to the public through an on-line format to facilitate better coordination and communication between the Planning Committee and citizens, and to involve the public in the planning process.



The Steering Committee and Planning Committee have made the following efforts toward public participation in the development and review of the plan:

- The public was informed of the hazard mitigation planning effort commencement at the kickoff meeting and through press releases, website articles, and public notices released as part of the planning process. Copies of these announcements may be found in Appendix C.
- To inform the public and county agencies of the ongoing plan update effort, information on the mitigation planning process has been provided at countywide meetings, including those of the County Board of Supervisors, County Planning Board, local emergency response agencies, and other similar regional planning group memberships.
- A public website is being maintained as another way to facilitate communication between the Steering Committee and Planning Committee and County residents and stakeholders (<http://www.monroecountyhmp.com>). The HMP website contains a project overview, contact information, calendar of meetings, access to the citizens' preparedness survey, and sections of the HMP for public review and comment. The HMP website was linked to the Monroe County website's Public Safety homepage, as shown in Figure 3-1. The HMP website is shown in Figure 3-2.
- All participating municipalities were encouraged to post information to their own websites and distribute press releases on the project, including links to the project webpage
- The HMP will be available to the public through a variety of venues to facilitate coordination and communication between the Planning Committee and citizens and involve the public in the planning process. A printed version of the plan will be maintained at the Monroe County Office of Emergency Management.
- An on-line natural hazards preparedness citizen survey was developed to gauge household preparedness for hazards that may affect Monroe County, and to assess the level of knowledge of tools and techniques to assist in reducing risk and loss of those hazards (<https://www.surveymonkey.com/r/monroehmp>). The questionnaire asked quantifiable questions about citizen perception of risk, knowledge of mitigation, and support of community programs. The questionnaire also asked several demographic questions to help analyze trends.
- The questionnaire has been available on the public website since July 2015 and was advertised on the HMP website. Further, all participating jurisdictions have been requested to advertise the availability of the survey via local homepage links and other available public announcement methods (such as Facebook, Twitter, and e-mail blasts). A summary of survey results is provided in Appendix C of this plan.
- The draft plan update was posted to the public website for public review and comment in early February 2016. Posting this draft was an opportunity for public comment on the draft plan update before it went under review by NYS DHSES. All public comments were directed to the Monroe County OEM for collection and review by the Steering Committee. Any public comments received will be incorporated into the plan before it is submitted to FEMA.
- Once submitted to NYS DHSES/FEMA, the final plan will be available for public review and comment in the same manner and format as the draft plan, as well as in hard-copy format at the Monroe County Office of Emergency Management.



Figure 3-1. Monroe County Public Safety Homepage with Link to HMP Webpage

8/26/2015 Public Safety OEM Page | Monroe County, NY

[preparedness-guide](#)

Child Care Emergency Planning template: <http://www.rit.edu/cast/crr/>

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Monroe County Pre-Disaster Mitigation Plan

The Disaster Mitigation Act of 2000 amends the Robert T. Stafford Disaster Assistance and Emergency Act 42 USC 5133 by adding a new section, 322 - Mitigation Planning. Section 322 establishes a new requirement for local mitigation plans. The Act provides a framework for linking pre- and post-disaster mitigation planning and initiatives with public and private interests to ensure an integrated, comprehensive approach to disaster loss reduction. It requires all local governments to have an approved All-Hazard Mitigation Plan in place to be eligible to receive Hazard Mitigation Grant Program (HMGP) project funding.

This plan is designed to establish a viable direction for the mitigation of natural and technological disasters within Monroe County. It is a comprehensive document that exceeds federal planning requirements. Specifically, we identify all hazards (29) that may adversely impact our community.

The Federal Emergency Management Office (FEMA) approved the Monroe County Pre-Disaster Mitigation Plan on July 29, 2011 and the Monroe County Legislature adopted the Plan on November 15, 2011.

Monroe County has begun updating its Hazard Mitigation Plan (HMP). The HMP documents the County's vulnerability to hazards, and its strategy to reduce that vulnerability. To guide the planning process, the County has established a Planning Committee. The Planning Committee will meet from 9:00-11:00 a.m. on the following dates: 7/29/15, 8/26/15, 9/23/15, 10/20/15, 11/19/15, 12/16/15, 1/25/16. Meetings will be at the Monroe County Office of Emergency Management, 1190 Scottsville Road, Rochester, NY, and are open to the public. A full meeting schedule will be available at www.monroecountyhmp.com. Please check the website regularly for updates.

There will be a public meeting to discuss hazard mitigation and the planning process on July 29, 2015, from 6:00-7:00 p.m. The meeting will be held at the Monroe County Office of Emergency Management, 1190 Scottsville Road, Rochester, NY. Contact Frederick J. Rion, Jr., Emergency Preparedness Administrator, for more information.

Download the [2010 Pre-Disaster Mitigation Plan \(4.76MB\)](#)
(Due to size, the document could take a little bit of time to download)

[print this page](#) [email this page](#) [↑ back to top](#)



Figure 3-2. Monroe County HMP Webpage

Monroe County Hazard Mitigation Plan Update Project Website

Search... Go

- Home
- About the Project
- What is Hazard Mitigation?
- Announcements
- Calendar of Events
- Meeting Materials
- Draft Documents for Review
- Links

Welcome to the Monroe County Hazard Mitigation Planning (HMP) Project Website. This website provides project updates, resources, and links to hazard mitigation in support of the HMP project.

The goal of the project is to save lives and property through the reduction of hazard vulnerability for the community. During the course of this planning project local leaders and the community will work in tandem to identify risks, assess capabilities, and formulate a strategy to reduce disaster vulnerability.

Public participation and feedback is a vital part of the hazard mitigation planning process. The Monroe County HMP Steering Committee has developed a Citizen Preparedness Survey to assist in providing the public an outlet to contribute to the Monroe County HMP update. This survey will be used to develop portions of the HMP. Thank you for participating in this important initiative by providing us with your anonymous survey contribution.

[PLEASE TAKE THE SURVEY BY CLICKING HERE.](#)

If you would like more information regarding how to get involved in the project please contact Tony Subbio at tony.subbio@tetratech.com.

<p>Announcements</p> <ul style="list-style-type: none"> Municipal Workshop Dates Announced Municipal Worksheets Available Citizen Preparedness Survey Now Available First Public Meeting Date Announced Planning Committee Meeting Dates Announced Welcome to the Monroe County Hazard Mitigation Plan Website 	<p>Latest Events</p> <ul style="list-style-type: none"> - 11:00AM Planning Committee Meeting - Hazard Profiles - 11:00AM Planning Committee Meeting - Vulnerability Assessment - 11:00AM Planning Committee Meeting - Goals and Objectives - 11:00AM Planning Committee Meeting - Mitigation Strategy Workshop - 11:00AM Planning Committee Meeting - Mitigation Strategy Review
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3.4 Incorporation of Existing Plans, Studies, Reports, and Technical Information

The developers of the Monroe County HMP update strived to use the best available technical information, plans, studies, and reports throughout the process to support hazard profiling; risk and vulnerability assessment; review and evaluation of mitigation capabilities; and identification, development, and prioritization of county and local mitigation strategies.

The asset and inventory data used for the risk and vulnerability assessments is presented in the County Profile (Section 4). Details of the sources of these data, along with technical information on how the data were used to develop the risk and vulnerability assessment, is presented in the Hazard Profiling and Risk Assessment Section (Section 5), specifically within Section 5.3 (Data and Methodology), as well as throughout the hazard profiles in Section 5.4. Furthermore, the source of technical data and information used may be found within the References section.

Plans, reports, and other technical information were identified and provided directly by the county, participating jurisdictions, and numerous stakeholders involved in the planning effort, as well as through independent research by Tetra Tech. The county and participating jurisdictions were tasked with updating the inventory of their planning and regulatory capabilities (see Capability Assessment section of each





jurisdictional annex in Section 9) and providing relevant planning and regulatory documents, as applicable. Relevant documents, including plans and reports, were reviewed to identify:

- Existing municipal capabilities;
- Needs and opportunities to develop or enhance capabilities, which may be identified within the county or local mitigation strategies;
- Mitigation-related goals or objectives, considered in the review and update of the overall Goals and Objectives (see Section 6);
- Proposed, in-progress, or potential mitigation projects, actions and initiatives to be incorporated into the updated county and local mitigation strategies.

The following documents were reviewed during this plan update process in an effort to develop mitigation planning goals, objectives, and mitigation strategies that are consistent across local and regional planning and regulatory mechanisms; and thus develop complementary and mutually supportive plans, including:

State, Region, and County

- Monroe County
 - 2014-2017 Community Health Assessment and Community Health Improvement Plan
 - 2008 Comprehensive Emergency Management Plan (2013 Mass Sheltering Plan Annex)
 - 2014 County Emergency Preparedness Assessment
 - 2005-2015 Department of Public Health Epidemiology and Disease Control Division Reportable Communicable Diseases
 - 2014 Land Use Report
 - 2016-2021 Monroe County Capital Improvement Program
 - Monroe County Water Authority (MCWA) Service Area and Supply maps
 - 2010-2015 Strategic Plan/2010 Annual Action Plan for Housing and Community Development
- NFIP Flood Insurance Studies
- New York State
 - 2011 Responding to Climate Change in New York and 2014 Supplement – Updated Climate Projections Report, New York State Energy Research and Development Authority (NYSERDA)
 - General Information, New York State Department of Environmental Conservation (NYSDEC) Invasive Species Council
 - 2014 Forest Ranger Division Fact Sheet, NYSDEC
 - Spill Incidents Database Search, NYSDEC
 - 2015 Adult Care Facilities in Monroe County, New York State Department of Health (NYSDOH)
 - 2014 New York State Standard Multi-Hazard Mitigation Plan, Division of Homeland Security and Emergency Services (NYS DHSES)
- Regional Documents
 - Genesee/Finger Lakes Regional Planning Council
 - 2013-2014 Comprehensive Economic Development Strategy
 - Regional Atlas
 - Regional Population Forecasts
 - Monroe County Profile
 - Regional population estimates
 - 2015-18 Rochester Genesee Regional Transportation Authority (RGRTA) Comprehensive Strategic Plan



County and Local Documents

- Building Codes
- Capital Improvement Plans
- Comprehensive plans
- Economic development strategic plans
- Farmland Protection Plans
- Geographic Information Systems (GIS)
- Highway Department annual reports
- Land Use and Open Space Plans
- NFIP Flood Damage Prevention Ordinances
- Site Plan Requirements
- Zoning and Subdivision Ordinances

In addition to reviewing the above-listed documents to ensure consistency across county and municipal planning mechanisms for goals, objectives, and mitigation strategies, information from these documents was also incorporated directly into the HMP update. This information included demographic data; geographic information on the region (including watershed locations and greenspace/open space areas); current strategies and tactics employed by the county; and data to strengthen hazard profiles and analyses, such as traffic/highway statistics or to explain the use of zoning ordinances to strengthen capabilities (against fire, flooding, and other hazards).

3.5 Integration with Existing Planning Mechanisms and Programs

Effective mitigation is achieved when hazard awareness and risk management approaches and strategies become an integral part of public activities and decision making. Within the county, there are many existing plans and programs that support hazard risk management, and thus it is critical that this hazard mitigation plan integrate and coordinate with, and complement, those plans and programs.

The “Capability Assessment” section of Chapter 6 (Mitigation Strategy) provides a summary and description of the existing plans, programs, and regulatory mechanisms at all levels of government (federal, state, county, and local) that support hazard mitigation within the county. Within each jurisdictional annex in Chapter 9, the county and each participating jurisdiction have identified how they have integrated hazard risk management into their existing planning, regulatory, and operational and administrative framework (“integration capabilities”); and how they intend to promote this integration (“integration actions”).

A further summary of these continued efforts to develop and promote a comprehensive and holistic approach to hazard risk management and mitigation is presented in Section 7.

3.6 Continued Public Involvement

Monroe County is committed to the continued involvement of the public. Therefore, copies of the Plan will be made available for review on their public website (<http://www2.monroecounty.gov/safety-oep.php>), and in hard-copy format at the County OEM and within each participating town, city, and village.

A notice regarding annual updates of the plan and the location of copies of the plan will be publicized after the Planning Committee’s annual evaluation, and posted on the public websites for the county and municipalities. Each jurisdiction’s supervisor, mayor, or clerk will be responsible for receiving, tracking, and filing public comments regarding this plan. The public will have an opportunity to comment on the plan as a part of the annual mitigation planning evaluation process and the next 5-year mitigation plan update.



Mr. Timothy Kohlmeier of the Monroe County OEM has been identified as the ongoing County All-Hazard Mitigation Plan Coordinator (see Section 7), and he is responsible for coordinating the plan evaluation portion of the meeting, soliciting feedback, collecting and reviewing the comments, and ensuring they are incorporated in the 5-year plan update as appropriate. Contact information is:

Mailing Address: Monroe County Office of Emergency Management
1190 Scottsville Rd., Suite 200
Rochester, NY 14624

Contact Name: Mr. Timothy Kohlmeier, Emergency Manager

E-mail Address: TimKohlmeier@monroecounty.gov

Telephone: (585) 629-7187

Members of the Planning Committee will assist the HMP Coordinator. Additional meetings may also be held, as deemed necessary by the Planning Committee. These meetings would be held to provide the public with an opportunity to express concerns, opinions, and ideas about the plan.

Further details regarding continued public involvement are provided in Section 7.

After completion of this Plan Update, implementation and ongoing maintenance will continue to be a function of the Planning Committee. The Planning Committee will review the plan and accept public comment as part of an annual review and as part of 5-year mitigation plan updates.