

SECTION 7

PLAN MAINTENANCE

MONITORING, EVALUATING AN UPDATING THE PLAN

The agency ultimately responsible for evaluating and updating the plan is the Benton County Board of Supervisors. The plan will be monitored by the Benton County Emergency Management Agency. The plan will be evaluated using the worksheets in the attached appendix after every completed action step with a cost level of medium, and will be updated every five (5) years unless the Planning Committee or EMA determines that an update is needed sooner. To ensure that an update is completed on time, the EMA will reconvene the Planning Committee a maximum of four (4) years after plan adoption to begin the review and update process.

Between updates, the lead departments should make note of any completed mitigation action steps, and the date by which those steps were completed in a publically available copy of the adopted Local Multi-Hazard Mitigation Plan. Any member of City or County staff or any member of the community may submit suggestions to the EMA for aspects of the plan that may need to be changed. Additionally, a second opinion regarding monitoring or updates may be sought by contacting the planning consultant or the East Central Iowa Council of Governments. The planning agency may also provide advice and assistance in any grant projects that may result from implementation of the mitigation action steps.

During the review process, available representatives of the current Planning Committee and/or any additional interested residents or new City or County staff will serve as the reviewing committee to retain as much institutional knowledge about the planning process as possible. The review process should include an evaluation of the following:

- The effectiveness of the planning process
- The effectiveness of the City's (or County's) actions
- Progress made toward implementing the mitigation action steps
- Determination of the relative success of any implemented action steps

Additionally, the plan updates should include a discussion of the following items, to be completed by the Planning Committee and/or a consultant selected by the EMA:

- 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 (a demonstration of progress).
- The agencies and other partners participated as originally proposed.

The updated plan will also include a reviewed and/or revised recommendation on the method and schedule of plan maintenance. After the above considerations are addressed by the Planning Committee and/or the selected consultant, the EMA or the selected consultant resubmit the plan for approval.

INCORPORATION INTO EXISTING PLANNING MECHANISMS

Benton County officials cannot document any incorporation of information from the original 2010 Benton County Multijurisdictional HMP into any existing, revised or new plans of any Benton County jurisdiction. This is attributed to the fact that the plan was not reviewed during the years that intervened between the plans approval and the beginning of the plan revision process. The 2011 Benton County Multijurisdictional HMP was as reference material by the Cities of Garrison, Newhall and Urbana in applying for Hazard Mitigation Project Grants.

Updates of this planning document will include a summary of any mitigation items that were incorporated into other planning mechanisms. The Planning Committee or the selected consultant should particularly examine the following when incorporating this document into existing planning mechanisms:

- Updates to the floodplain maps or floodplain regulations.
- Updates of the zoning code that may include additional regulations on building near identified hazard areas, which may include steep slopes, unstable soils, special flood hazard areas, proximity of residential areas to transportation, HAZMAT, flooding and other hazards.
- Updates to the comprehensive plan that include the goals of the mitigation strategy or mitigation related goals.
- Updates to the subdivision ordinance relating to setbacks on properties that pose a higher than average risk from structural failure, hazardous materials incident or fire.
- Updates to the building code that may include adoption of a full set of building codes or adoption of more stringent building codes.
- Any new additions to the City/County Code or administrative policies that may include but are not limited to: solid waste regulations, landscape codes, evacuation plans, response plans, fire mitigation programs; and construction or retrofit programs.
- An overview of how the information contained in the HARA was used in any other planning documents.

The above considerations and any others deemed appropriate will constitute part of the required explanation of how the Cities and the County incorporated the mitigation plan into other planning mechanisms.

CONTINUED PUBLIC INVOLVMENT

Upon review and update of the plan, the participating jurisdictions will host a public strategic meeting to analyze public opinion about the past mitigation plan and determine what additions may need to be made to the update. The exact details of public involvement will be determined at the time the involvement is sought based on the number of jurisdictions participating in the planning process at that time, growth trends and new facilities that may be constructed between now and that time. However, appropriate methods of public involvement would include posting notices on public buildings and other community facilities, circulating flyers, and posting proposed changes on the appropriate City/County website. This information will be used by the Planning Committee and/or the selected consultant to

guide the update of the plan. Upon completion of a final draft of the plan update, the final draft will be made publically available at the participating jurisdictions city halls or the County office for review and comment by the public, with a specifically noted end date for the public comment period. Public comment shall be submitted to the EMA in writing before the end of the public comment period or shall be delivered in person to the public meeting of the City Councils and County Board of Supervisors for formal adoption of the revised plan.