

* 1 to each municipality
-mailed 9/22/09

Dear **Wells Township Supervisors**:

The citizens of Fulton County and its municipalities need your support. The County, supported by Michael Baker, Jr., Inc., and its subcontractor, Delta Development Group, Inc., is currently updating the Fulton County Hazard Mitigation Plan (HMP) to meet the requirements of the Disaster Mitigation Act of 2000 (DMA 2000, Public Law 106-390).

As specified in the DMA 2000, local political jurisdictions must adopt a Federal Emergency Management Agency (FEMA)-approved HMP to be eligible for federal hazard mitigation funds. (Note: this differs from disaster relief funding under the Robert T. Stafford Act.) Without an approved HMP, your municipality and your citizens lose an exclusive opportunity to cost-effectively mitigate your community's hazard risks. HMPs expire after five years; Fulton County's HMP, which encompasses the County's municipalities, expires this February.

For FEMA to approve the Fulton County HMP as the **Wells Township** HMP, the HMP must document how **Wells Township** participated in the mitigation planning process. This participation is defined as having completed the enclosed surveys and attendance by a municipal official at a minimum of one public meeting to discuss the plan before it is adopted. You will receive invitations to public meetings over the next few months.

If your municipality did not participate in the current HMP process in 2004, and/or does not have a FEMA-approved HMP, now is the perfect time to increase your community's resilience to disasters by participating in the planning process and formally adopting the HMP when it is finished.

Please review your original copy of the Fulton County Hazard Mitigation Plan or access a copy at <http://www.co.fulton.pa.us/planning-commission.php> and complete the enclosed Risk Assessment and Capabilities Assessment surveys by October 30, 2009. The completed surveys and any questions or concerns about the planning process should be directed to Tony Subbio of Delta Development Group, Inc., via mail, e-mail, or fax at:

Tony Subbio, CEM
Delta Development Group, Inc.
2000 Technology Parkway
Mechanicsburg, PA 17050

Phone: 717-441-3535
E-mail: tsubbio@deltaone.com
Fax: 717-441-9056

This Risk Assessment Update Worksheet is needed to conduct an assessment of Fulton County's vulnerability to hazards and is being requested as part of the Fulton County Hazard Mitigation Plan update. The information provided in response to this worksheet will help provide a comprehensive analysis of the hazards (e.g., floods, severe weather, hazardous materials releases) that could affect the county and its municipalities, as well as the impacts that these effects may have. In order to accurately assess your jurisdiction's risk, it is critical that representatives who are familiar with the hazards that have affected or may affect the jurisdiction help complete this worksheet. **A COMPLETED WORKSHEET MUST BE RECEIVED FROM EACH JURISDICTION PARTICIPATING IN THE HAZARD MITIGATION PLANNING PROCESS. IF A WORKSHEET IS NOT RECEIVED, IT MAY RESULT IN A FINDING THAT YOUR JURISDICTION DID NOT PROPERLY PARTICIPATE IN THE PLAN UPDATE PROCESS, AND THE JURISDICTION WILL NOT BE RECOGNIZED BY FEMA AS HAVING AN APPROVED MITIGATION PLAN.**

Please take the time to review Section 1.0 of the current Fulton County Hazard Mitigation Plan at <http://www.co.fulton.pa.us/planning-commission.php>, then complete the worksheet. If new sources of information have been discovered since the plan was first adopted in 2004, please identify them by name and location (the physical location or Internet address), and provide any additional information or instructions to access the records in the "Comments/Instructions" column on the second page.

RESPONSES TO THIS WORKSHEET ARE REQUESTED BY OCTOBER 30, 2009. This worksheet can be completed in hard copy or electronic copy. Completed surveys should be mailed, faxed, or e-mailed to:

Tony Subbio, CEM
Delta Development Group, Inc.
2000 Technology Parkway
Mechanicsburg, PA 17050
Phone: 717-441-9030
Fax: 717-441-9056
E-mail: tsubbio@deltaone.com

Thank you!

Risk Assessment Update Worksheet


Community: _____ Date: _____
 Completed by: _____

Risk Assessment Steps	Questions	Yes	No	Comments
Identify Hazards	Are there new hazards that can affect your community?			
Profile Hazard Events	Are new historical records available?			
	Are additional maps or new hazard studies available?			
	Have chances of future events (along with their magnitude, extent, etc.) changed?			
	Has recent and future development in the community been checked for its effects on hazard areas?			
Inventory Assets	Have inventories of existing structures in hazard areas been updated?			
	Are future developments foreseen and accounted for in their inventories?			
	Are there any new, special high-risk populations?			
Estimate Losses	Have loss estimates been updated to account for recent changes?			

Risk Assessment Update Worksheet

<i>Data Source</i>	<i>Location</i>	<i>Comments/Instructions</i>

General Comments:



This Hazard Mitigation Capability Assessment Survey is needed to conduct an assessment of Fulton County's existing capabilities to implement hazard mitigation activities and is being requested as part of the Fulton County Hazard Mitigation Plan update. The information provided in response to this survey will help provide a broad overview of how local programs are currently being used to lessen the impacts of potential hazards. In order to accurately assess your jurisdiction's capability, it is critical that representatives who are familiar with existing local government programs help complete this survey. **A COMPLETED SURVEY MUST BE RECEIVED FROM EACH JURISDICTION PARTICIPATING IN THE HAZARD MITIGATION PLANNING PROCESS. IF A SURVEY IS NOT RECEIVED, IT MAY RESULT IN A FINDING THAT YOUR JURISDICTION DID NOT PROPERLY PARTICIPATE IN THE PLAN UPDATE PROCESS, AND THE JURISDICTION WILL NOT BE RECOGNIZED BY FEMA AS HAVING AN APPROVED MITIGATION PLAN.**

A capability assessment has two components: an inventory of a jurisdiction's existing planning and regulatory tools and an analysis of its capacity to carry them out. The assessment process will help identify existing gaps, conflicts, and/or weaknesses that may need to be addressed through future mitigation planning goals and actions. It will also highlight the measures in place or already being performed that should continue to be supported and enhanced through future mitigation efforts. Finally, the capability assessment will help to ensure that proposed mitigation actions are deemed practical, considering the local ability to implement them.

RESPONSES TO THIS SURVEY ARE REQUESTED BY OCTOBER 30, 2009. This survey can be completed in hard copy or electronic copy. Completed surveys should be mailed, faxed or e-mailed to:

Tony Subbio, CEM
Delta Development Group, Inc.
2000 Technology Parkway
Mechanicsburg, PA 17050

Phone: 717-441-3535
E-mail: tsubbio@deltaone.com
Fax: 717-441-9056

Thank you!

Hazard Mitigation Capability Assessment Survey

Jurisdiction: _____ Point of Contact/Title: _____
 Phone: _____ E-mail: _____

1. Planning and Regulatory Capability — Please indicate whether the following planning or regulatory tools (plans, ordinances, codes, or programs) are currently in place or under development for your jurisdiction by placing an "X" in the appropriate box, followed by the date of adoption/update. Then, for each particular item in place, identify the department or agency responsible for its implementation and indicate its estimated or anticipated effect on hazard loss reduction (Support, Neutral, or Hinder) with the appropriate symbol, and also indicate if there has been a change in the ability of the tool/program to result in loss reduction. Finally, please provide additional comments or explanations in the space provided.

Tool/Program	Status			Dept. / Agency Responsible	Effect on Loss Reduction: + Support O Neutral -- Hinder	Change Since Last Plan: + Positive -- Negative	Comments:
	In Place	Date Adopted or Updated	Under Development				
EXAMPLE: Hazard Mitigation Plan	X	1/1/2006		Hazard County EMA	+	+	Interim update in 2008 revised mitigation strategy; completed one action.
Hazard Mitigation Plan							
Comprehensive Land Use Plan (or General, Master, or Growth Mgmt. Plan)							
Floodplain Management Plan							
Open Space Management Plan (or Parks/Rec or Greenways Plan)							
Stormwater Management Plan/Ordinance							
Natural Resource Protection Plan							
Flood Response Plan							
Emergency Operations Plan							
Continuity of Operations Plan							

Hazard Mitigation Capability Assessment Survey

Tool/Program	Status			Dept. / Agency Responsible	Effect on Loss Reduction: + Support O Neutral -- Hinder	Change Since Last Plan: + Positive -- Negative	Comments:
	In Place	Date Adopted or Updated	Under Development				
Evacuation Plan							
Disaster Recovery Plan							
Capital Improvement Plan							
Economic Development Plan							
Historic Preservation Plan							
Floodplain Regulations							
Zoning Regulations							
Subdivision Regulations							
Unified Development Ordinance							
Post-Disaster Redevelopment/ Reconstruction Ordinance							
Building Code							
Fire Code							
National Flood Insurance Program							
National Flood Insurance Program – CRS							

Hazard Mitigation Capability Assessment Survey

Tool/Program	Status			Dept. / Agency Responsible	Effect on Loss Reduction: + Support 0 Neutral -- Hinder	Change Since Last Plan: + Positive -- Negative	Comments
	In Place	Date Adopted or Updated	Under Development				
Firewise							
Storm Ready							
Farmland Preservation							
Other							
Other							
Other							
Other							

2. Administrative and Technical Capability — Please indicate whether your jurisdiction maintains the following staff members within its current personnel resources by placing an “X” in the appropriate box. Then, if “Yes,” please identify the department or agency they work under and provide any other comments you may have in the space provided or with attachments.

<i>Staff/Personnel Resources</i>	<i>Yes</i>	<i>No</i>	<i>Department/Agency</i>	<i>Comments</i>
<i>Planners with knowledge of land development / management practices</i>				
<i>Engineers or professionals trained in construction practices related to buildings and/or infrastructure (includes building inspectors)</i>				
<i>Planners or engineers with an understanding of natural and/or human-caused hazards</i>				
<i>Emergency manager</i>				
<i>Floodplain manager</i>				
<i>Land surveyors</i>				
<i>Scientist familiar with the hazards of the community</i>				
<i>Staff with the education or expertise to assess the community's vulnerability to hazards</i>				
<i>Personnel skilled in Geographic Information Systems (GIS) and/or FEMA's HAZUS program</i>				
<i>Resource development staff or grant writers</i>				
<i>Fiscal staff to handle large/complex grants</i>				
<i>Other</i>				

Hazard Mitigation Capability Assessment Survey

3. Fiscal Capability — Please indicate whether your jurisdiction has access to or is eligible to use the following local financial resources **for hazard mitigation purposes** (including as match funds for State of Federal mitigation grant funds). Then, identify the primary department or agency responsible for its administration or allocation and provide any other comments you may have in the space provided or with attachments.

Financial Resources	Yes	No	Department / Agency	Comments
<i>Capital improvement programming</i>				
<i>Community Development Block Grants (CDBGs)</i>				
<i>Special purpose taxes</i>				
<i>Gas/electric utility fees</i>				
<i>Water/sewer fees</i>				
<i>Stormwater utility fees</i>				
<i>Development impact fees</i>				
<i>General obligation, revenue, and/or special tax bonds</i>				
<i>Partnering arrangements or intergovernmental agreements</i>				
<i>Other</i>				
<i>Other</i>				

4. Community Political Capability — Political capability in this instance is being measured by the degree to which local political leadership (including appointed boards) is *willing* to enact policies and programs that reduce hazard vulnerabilities in your community, even if met with some opposition. Examples may include guiding development away from identified hazard areas, restricting public investments or capital improvements within hazard areas, or enforcing local development standards that go beyond minimum state or federal requirements (e.g., building codes, floodplain management, etc.). Rate the jurisdiction's political capability to enact policies and programs that reduce hazard vulnerabilities on a scale from 0 to 5: generally, the higher the score, the higher degree of community political capability.



5. Community Resiliency Capability after an Event (Consequence Analysis) — Community capability to recover after an event can be measured by considering consequences of an event on several community systems. The question below uses an impact score to describe how the particular community system would be impacted after a large hazard event. Please use a scale of 0 to 5 for the impact score as described below. Then, provide a general description of potential consequences that would occur for each system element. Generally, the lower the impact scores are, the higher degree of community resiliency capability there will be.



<i>Impacted System</i>	<i>Impact Score</i>	<i>Potential Consequences If Significant Event Occurs</i>
<i>Public</i>		
<i>Responders</i>		
<i>Continuity of operations of local government, including continued delivery of services</i>		
<i>Property, facilities, and infrastructure</i>		
<i>Environment</i>		
<i>Economic condition of the jurisdiction</i>		
<i>Public confidence in the jurisdiction's governance</i>		

Hazard Mitigation Capability Assessment Survey

6. Self-Assessment of Capability – Please provide an approximate measure of your jurisdiction’s capability to effectively implement hazard mitigation strategies to reduce hazard vulnerabilities. Using the following table, please place an “X” in the box marking the most appropriate degree of capability (Limited, Moderate, or High) based upon best available information and the responses provided in Sections 1-5 of this survey.

Area	Degree of Capability		
	Limited	Moderate	High
<i>Planning and Regulatory Capability</i>			
<i>Administrative and Technical Capability</i>			
<i>Fiscal Capability</i>			
<i>Community Political Capability</i>			
<i>Community Resiliency Capability</i>			