

APPENDIX C. FEMA REVIEW TOOL

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## REGION IX LOCAL HAZARD MITIGATION PLAN REVIEW TOOL

The *Local Hazard Mitigation Plan Review Tool* demonstrates how the Local Hazard Mitigation Plan meets the regulation in 44 CFR §201.6 and offers State 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. This section also includes a list of resources for implementation of the plan.
- The **Multi-Jurisdiction Summary Sheet** is a mandatory worksheet for multi-jurisdictional plans that is used to document which jurisdictions are eligible to adopt the plan.
- The **Hazard Identification and Risk Assessment Matrix** is a tool for plan reviewers to identify if all components of Element B are met.

<b>Jurisdiction:</b> Washoe County, Nevada	<b>Title of Plan:</b> Washoe County Regional Hazard Mitigation Plan	<b>Date of Plan:</b> December 2019
<b>Local Point of Contact:</b> Aaron Kenneston		<b>Address:</b> 5195 Spectrum Blvd, Reno, NV 89512
<b>Title:</b> Washoe County Emergency Manager		
<b>Agency:</b> Washoe County Emergency Management and Homeland Security		
<b>Phone Number:</b> 775.337-5898		<b>E-Mail:</b> <a href="mailto:akenneston@washoecounty.us">akenneston@washoecounty.us</a>

<b>State Reviewer:</b> Janell Woodward	<b>Title:</b> SHMO	<b>Date:</b> 12/17/2019
<b>Date Received at State Agency</b>	12/13/2019	
<b>Date Sent to FEMA</b>		

<b>FEMA Reviewer:</b> Xing Liu	<b>Title:</b> Sr. Hazard Mitigation Planner	<b>Date:</b> 12/23/2019
<b>Date Received in FEMA Region IX</b>	12/23/2019	
<b>Date Not Approved</b>		
<b>Date Approvable Pending Adoption</b>	1/24/2020	
<b>Date Approved</b>		

**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 the *Local Plan Review Guide* in Section 4, Regulation Checklist.

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>ELEMENT A. PLANNING PROCESS</b>				
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))	a. Does the plan provide documentation of how the plan was prepared? This documentation must include the schedule or timeframe and activities that made up the plan’s development as well as who was involved.	Basic Plan Section 1.6, 2.1-2.6, Appendix E; Jurisdiction Annexes Section 1.1	X	
	b. Does the plan list the jurisdiction(s) participating in the plan that are seeking approval?	Basic Plan Section 1.3.2; Accompanied by Jurisdiction Annexes for each	X	
	c. Does the plan identify who represented each jurisdiction? (At a minimum, it must identify the jurisdiction represented and the person’s position or title and agency within the jurisdiction.)	Basic Plan Section 2.4, Appendix E; Jurisdiction Annexes Section 1.1	X	

1. REGULATION CHECKLIST		Location in Plan	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)		(section and/or page number)		
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))	a. 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 interested parties to be involved in the planning process?	Basic Plan Section 2.4 and 2.5.2	X	
	b. Does the plan identify how the stakeholders were invited to participate in the process?	Basic Plan Section 2.4, 2.4.1, 2.4.2, Appendix E	X	
A3. Does the plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	a. Does the plan document how the public was given the opportunity to be involved in the planning process?	Basic Plan Section 2.5.1	X	
	b. Does the plan document how the public's feedback was incorporated into the plan?	Basic Plan Section 2.5.1.1-2.5.1.3	X	
A4. Does the plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))		Basic Plan Section 2.2, 2.3 and Appendix F1	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))		Basic Plan Section 7.5	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))	a. Does the plan identify how, when, and by whom the plan will be <b>monitored</b> (how will implementation be tracked) over time?	Basic Plan Section 7.3	X	

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
	b. Does the plan identify how, when, and by whom the plan will be <b>evaluated</b> (assessing the effectiveness of the plan at achieving stated purpose and goals) over time?	Basic Plan Section 7.2	X	
	c. Does the plan identify how, when, and by whom the plan will be <b>updated</b> during the 5-year cycle?	Basic Plan Section 7.2	X	
<b>ELEMENT A: REQUIRED REVISIONS</b>				
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b> (Reviewer: See Section 4 for assistance with Element B)				
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))	a. Does the plan include a general description of all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13 (see <i>Hazard Description sections</i> ); Jurisdiction Annexes Section 3.3	X	
	b. Does the plan provide rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area?	Basic Plan Section 4.2-4.5; Jurisdiction Annexes Section 3.2 and 3.3	X	
	c. Does the plan include a description of the <b>type</b> of all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13 (see <i>Hazard Description sections</i> ); Jurisdiction Annexes Section 3.3	X	
	d. Does the plan include a description of the <b>location</b> for all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 (see <i>Location sections</i> )	X	

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	e. Does the plan include a description of the <b>extent</b> for all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Extent and Probability sections</i> )	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))	a. Does the plan include information on <b>previous occurrences</b> of hazard events for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Location sections</i> )	X	
	b. Does the plan include information on the <b>probability</b> of future hazard events for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Previous Occurrence/History sections</i> ) and Appendix B and 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))	a. Is there a description of each hazard's <b>impacts</b> on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Hazard Description sections</i> ) and Appendix F	X	
	b. Is there a description of each identified hazard's overall <b>vulnerability</b> (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Vulnerability sections</i> ) Section 4.6 and 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))		Basic Plan Section 4.6.4, 5.8; Jurisdiction Annexes Section 4.4	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>ELEMENT B: REQUIRED REVISIONS</b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
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))	a. Does the plan document each jurisdiction’s existing authorities, policies, programs and resources?	Basic Plan Section 5.1-5.8; Jurisdiction Annexes Section 4.1-4.4	X	
	b. Does the plan document each jurisdiction’s ability to expand on and improve these existing policies and programs?	Basic Plan Section 5.9; Jurisdiction Annexes Section 4.5	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))		Basic Plan Section 5.8; Jurisdiction Annexes Section 4.4	X	
C3. Does the plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))		Basic Plan Section 6.2	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))	a. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects to reduce the impacts from hazards?	Basic Plan Section 6.3-6.5 and Appendix A and B; Jurisdiction Annexes Section 5.2 and Table 5-1	X	
	b. Does the plan identify mitigation actions for every hazard posing a threat to each participating jurisdiction?	Basic Plan Section 6.3 (Table 6-2) and 6.5; Jurisdiction Annexes Section 5.2	X	
	c. Do the identified mitigation actions and projects have an emphasis on new and existing buildings and infrastructure?	Basic Plan Section 6.5 and Appendix A and B; Jurisdiction Annexes Section 5.2	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
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))	a. Does the plan explain how the mitigation actions will be prioritized (including cost benefit review)?	Basic Plan Section 6.4 and Appendix A and B; Jurisdiction Annexes Section 5.2	X	
	b. Does the plan identify the position, office, department, or agency responsible for implementing and administering the action, potential funding sources and expected timeframes for completion?	Basic Plan Section 6.5, Table 6-6, Appendix A and B; Jurisdiction Annexes Section 5.2	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))	a. Does the plan identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated?	Basic Plan Section 5.9, 7.4, and Appendix A and B	X	
	b. Does the plan describe each community's process to integrate the data, information, and hazard mitigation goals and actions into other planning mechanisms?	Basic Plan Section 5.9; Jurisdiction Annexes Section 4.5	X	
	c. The updated plan must explain how the jurisdiction(s) incorporated the mitigation plan, when appropriate, into other planning mechanisms as a demonstration of progress in local hazard mitigation efforts.	Basic Plan Section 5.9 and 7.4	X	
<b>ELEMENT C: REQUIRED REVISIONS</b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (Applicable to plan updates only)				



<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Basic Plan Section 3, 4.7, Section 4.5.1-4.5.13 (see <i>Future Probability Trend sections</i> ); Jurisdiction Annexes Section 3.5	X		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Basic Plan Section 6.3.1 and Appendix A; Jurisdiction Annexes Section 5.1	X		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Basic Plan Sections 1.6, 4.2, 4.3, and 6.2	X		
<b><u>ELEMENT D: REQUIRED REVISIONS</u></b>				
<b>ELEMENT E. PLAN ADOPTION</b>				
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))	Pending APA  Basic Plan Section 7.1 and Front Matter			X
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	Pending APA			X
<b><u>ELEMENT E: REQUIRED REVISIONS</u></b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS</b> (Optional for State Reviewers only; not to be completed by FEMA)				
F1.				
F2.				
<b><u>ELEMENT F: REQUIRED REVISIONS</u></b>				

## SECTION 2: PLAN ASSESSMENT

**INSTRUCTIONS:** The purpose of this 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 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 Risk MAP 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 overall 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

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

### Element A: Planning Process

#### Strengths:

- 1) The planning process included a very thorough public engagement effort, where community members were given multiple occasions to provide their insight to the plan development, and there was evidence that these comments and feedback were included in the plan update.
- 2) Invitation to participate was not only made to neighboring jurisdictions, but also extended to a broad range of partner agencies. This inclusive approach is what ensures that plan reflects interests and from all relevant stakeholders as well as insight from subject matter experts. Great job on the outreach and coordination!
- 3) Thanks for including losses avoided and post-disaster plan realignment into your plan update and review section.

#### Opportunities for Improvement:

- 1) You've done an awesome job to include a broad range of stakeholders in your planning process- please keep them in the loop as you maintain and update your plan annually.

### Element B: Hazard Identification and Risk Assessment

#### Strengths:

- 1) Hazard ranking methodology was well-developed and accurately reflects the jurisdictions' priority hazards.
- 2) Good discussions on future conditions and cascading impacts of a hazard and there was effective incorporation of these discussions into the risk assessment of individual hazards.
- 3) There was a conscious effort to tie the results of the risk assessment to meaningful mitigation strategies through risk-driven planning and stakeholder engagement. It's great that the MPT participants were asked to review each hazard based on a range of vulnerabilities including health, economic, environmental, structural, critical services, and cascading effects.

#### Opportunities for Improvement:

- 1) While the vulnerability assessment section presented robust quantitative exposure analyses of critical infrastructure and assets to various hazards, it would be great if the assessment could include further analyses of disadvantaged communities.

### Element C: Mitigation Strategy

**Strengths:**

- 1) The ranking and prioritization of proposed mitigation actions followed a clear and consistent methodology.
- 2) Excellent breakdown of the mitigation implementation plan that identified lead department, supporting departments, timeline, anticipated costs, and funding sources.

**Opportunities for Improvement:**

- 1) Existing planning mechanisms that can be leveraged to integrate hazard mitigation can be expanded to include Community Wildfire Protection Plans, floodplain management plans, regional water management plans, etc.- some of these are mentioned in the special district annexes but it would help if these are highlighted in the base plan as well as models for all jurisdictions to consider adopting.

### Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)

**Strengths:**

- 1) The Mitigation Action Plan and Progress Report templates are great ways to keep track of implementation status of proposed mitigation actions and hold designated departments responsible for demonstrating effort towards mitigation actions that were assigned to them.

**Opportunities for Improvement:**

- 1) You might want to consider including a more detailed timeline for conducting annual review and evaluations/

## B. Resources for Implementing and Updating Your Approved Plan

This resource section is organized into three categories:

- 1) Guidance and Resources
- 2) Training Topics and Courses
- 3) Funding Sources

### **Guidance and Resources**

Local Mitigation Planning Handbook

<https://www.fema.gov/media-library/assets/documents/31598>

Beyond the Basics

<http://mitigationguide.org/>

Mitigation Ideas

<https://www.fema.gov/media-library/assets/documents/30627>

Plan Integration: Linking Local Planning Efforts

<https://www.fema.gov/media-library/assets/documents/108893>

Integrating Disaster Data into Hazard Mitigation Planning

<https://www.fema.gov/media-library/assets/documents/103486>

Integrating Historic Property and Cultural Resource Considerations into Hazard Mitigation Planning

<https://www.fema.gov/ar/media-library/assets/documents/4317>

Community Rating System User Manual

<https://www.fema.gov/media-library/assets/documents/8768>

U.S. Climate Resilient Toolkit

<https://toolkit.climate.gov/>

2014 National Climate Assessment

<http://nca2014.globalchange.gov/>

Managing the Risks of Extreme Events and Disasters to Advance Climate Change Adaptation

[http://ipcc-wg2.gov/SREX/images/uploads/SREX-All\\_FINAL.pdf](http://ipcc-wg2.gov/SREX/images/uploads/SREX-All_FINAL.pdf)

FY15 Hazard Mitigation Assistance Unified Guidance

<https://www.fema.gov/media-library/assets/documents/103279>

Climate Resilient Mitigation Activities for Hazard Mitigation Assistance

<https://www.fema.gov/media-library/assets/documents/110202>

### **Training**

More information at <https://training.fema.gov/emi.aspx> or through your State Training Officer

#### **Mitigation Planning**

IS-318 Mitigation Planning for Local and Tribal Communities

<https://training.fema.gov/is/courseoverview.aspx?code=is-318>

IS-393 Introduction to Hazard Mitigation

<https://training.fema.gov/is/courseoverview.aspx?code=is-393.a>

G-318 Preparing and Reviewing Local Plans

G-393 Mitigation for Emergency Managers

### Hazard Mitigation Assistance (HMA) Grant Programs

IS-212.b Introduction to Unified HMA

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-212.b>

IS-277 Benefit Cost Analysis Entry Level

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-277>

E-212 HMA: Developing Quality Application Elements

E-213 HMA: Application Review and Evaluation

E-214 HMA: Project Implementation and Programmatic Closeout

E-276 Benefit-Cost Analysis Entry Level

### GIS and Hazus-MH

IS-922 Application of GIS for Emergency Management

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-922>

E-190 ArcGIS for Emergency Managers

E-296 Application of Hazus-MH for Risk Assessment

E-313 Basic Hazus-MH

### Floodplain Management

E-273 Managing Floodplain Development through the NFIP

E-278 National Flood Insurance Program/ Community Rating System

## **Potential Funding Sources**

### Hazard Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/hazard-mitigation-grant-program>

### Pre-Disaster Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/pre-disaster-mitigation-grant-program>

### Flood Mitigation Assistance Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/flood-mitigation-assistance-grant-program>

### Emergency Management Performance Grant Program

POC: FEMA Region IX

Website: <https://www.fema.gov/emergency-management-performance-grant-program>

**SECTION 3:  
MULTI-JURISDICTIONAL SUMMARY SHEET**

**INSTRUCTIONS:** For multi-jurisdictional plans, this summary sheet must be completed by listing each participating jurisdiction that is eligible to adopt the plan.

MULTI-JURISDICTION SUMMARY SHEET					
#	Jurisdiction Name	Jurisdiction Type	Eligible to Adopt the Plan?	Plan POC	Email
1	Washoe County	County	Yes	Aaron Kenneston	akenneston@washoecounty.us
2	City of Reno	City	Yes	Bob Leighton	leightonr@reno.gov
3	City of Sparks	City	Yes	Mark Meranda	mmeranda@cityofsparks.us
4	Reno-Sparks Indian Colony	Federally-recognized Tribe	Yes	David Hunkup	dhunkup@rsic.com
5	Pyramid Lake Paiute Tribe	Federally-recognized Tribe	Yes	Don Pelt	dpelt@plpt.nsn.us
6	Truckee River Flood Management Authority	Special Hazard District	Yes	Danielle Henderson	dhenderson@washoecounty.us
7	Truckee Meadows Fire Protection District	Special Hazard District	Yes	Lisa Beaver	lbeaver@tmfpd.us
8	North Lake Tahoe Fire Protection District	Special Hazard District	Yes	Ryan Sommers	rsommers@nltfpd.net
9					
10					
11					
12					
13					
14					
15					

**SECTION 4:**  
**HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX (OPTIONAL)**

**INSTRUCTIONS:** This matrix can be used by the plan reviewer to help identify if all of the components of Element B have been met. List out natural hazard names that are identified in the plan in the column labeled “Hazards” and put a “Y” or “N” for each component of Element B.

HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX								
Hazard	Requirement Met? (Y/N)							
	Type	Location	Extent	Previous Occurrences	Probability	Impacts	Vulnerability	Mitigation Action



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<b>Jurisdiction:</b> Washoe County, Nevada	<b>Title of Plan:</b> Washoe County Regional Hazard Mitigation Plan	<b>Date of Plan:</b> December 2019
<b>Local Point of Contact:</b> Aaron Kenneston		<b>Address:</b> 5195 Spectrum Blvd, Reno, NV 89512
<b>Title:</b> Washoe County Emergency Manager		
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<b>Phone Number:</b> 775.337-5898		<b>E-Mail:</b> <a href="mailto:akenneston@washoecounty.us">akenneston@washoecounty.us</a>

<b>State Reviewer:</b> Janell Woodward	<b>Title:</b> SHMO	<b>Date:</b> 12/17/2019
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1. REGULATION CHECKLIST		Location in Plan	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)		(section and/or page number)		
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))	a. 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 interested parties to be involved in the planning process?	Basic Plan Section 2.4 and 2.5.2	X	
	b. Does the plan identify how the stakeholders were invited to participate in the process?	Basic Plan Section 2.4, 2.4.1, 2.4.2, Appendix E	X	
A3. Does the plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	a. Does the plan document how the public was given the opportunity to be involved in the planning process?	Basic Plan Section 2.5.1	X	
	b. Does the plan document how the public's feedback was incorporated into the plan?	Basic Plan Section 2.5.1.1-2.5.1.3	X	
A4. Does the plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))		Basic Plan Section 2.2, 2.3 and Appendix F1	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))		Basic Plan Section 7.5	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))	a. Does the plan identify how, when, and by whom the plan will be <b>monitored</b> (how will implementation be tracked) over time?	Basic Plan Section 7.3	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
Regulation (44 CFR 201.6 Local Mitigation Plans)				
	b. Does the plan identify how, when, and by whom the plan will be <b>evaluated</b> (assessing the effectiveness of the plan at achieving stated purpose and goals) over time?	Basic Plan Section 7.2	X	
	c. Does the plan identify how, when, and by whom the plan will be <b>updated</b> during the 5-year cycle?	Basic Plan Section 7.2	X	
<b>ELEMENT A: REQUIRED REVISIONS</b>				
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b> (Reviewer: See Section 4 for assistance with Element B)				
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))	a. Does the plan include a general description of all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13 (see <i>Hazard Description sections</i> ); Jurisdiction Annexes Section 3.3	X	
	b. Does the plan provide rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area?	Basic Plan Section 4.2-4.5; Jurisdiction Annexes Section 3.2 and 3.3	X	
	c. Does the plan include a description of the <b>type</b> of all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13 (see <i>Hazard Description sections</i> ); Jurisdiction Annexes Section 3.3	X	
	d. Does the plan include a description of the <b>location</b> for all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 (see <i>Location sections</i> )	X	

1. REGULATION CHECKLIST		Location in Plan	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)		(section and/or page number)		
	e. Does the plan include a description of the <b>extent</b> for all natural hazards that can affect each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Extent and Probability sections</i> )	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))	a. Does the plan include information on <b>previous occurrences</b> of hazard events for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Location sections</i> )	X	
	b. Does the plan include information on the <b>probability</b> of future hazard events for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Previous Occurrence/History sections</i> ) and Appendix B and 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))	a. Is there a description of each hazard's <b>impacts</b> on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Hazard Description sections</i> ) and Appendix F	X	
	b. Is there a description of each identified hazard's overall <b>vulnerability</b> (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction?	Basic Plan Section 4.5.1-4.5.13; Jurisdiction Annexes Section 3.3 ( <i>see Vulnerability sections</i> ) Section 4.6 and 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))		Basic Plan Section 4.6.4, 5.8; Jurisdiction Annexes Section 4.4	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>ELEMENT B: REQUIRED REVISIONS</b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
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))	a. Does the plan document each jurisdiction’s existing authorities, policies, programs and resources?	Basic Plan Section 5.1-5.8; Jurisdiction Annexes Section 4.1-4.4	X	
	b. Does the plan document each jurisdiction’s ability to expand on and improve these existing policies and programs?	Basic Plan Section 5.9; Jurisdiction Annexes Section 4.5	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))		Basic Plan Section 5.8; Jurisdiction Annexes Section 4.4	X	
C3. Does the plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))		Basic Plan Section 6.2	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))	a. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects to reduce the impacts from hazards?	Basic Plan Section 6.3-6.5 and Appendix A and B; Jurisdiction Annexes Section 5.2 and Table 5-1	X	
	b. Does the plan identify mitigation actions for every hazard posing a threat to each participating jurisdiction?	Basic Plan Section 6.3 (Table 6-2) and 6.5; Jurisdiction Annexes Section 5.2	X	
	c. Do the identified mitigation actions and projects have an emphasis on new and existing buildings and infrastructure?	Basic Plan Section 6.5 and Appendix A and B; Jurisdiction Annexes Section 5.2	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
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))	a. Does the plan explain how the mitigation actions will be prioritized (including cost benefit review)?	Basic Plan Section 6.4 and Appendix A and B; Jurisdiction Annexes Section 5.2	X	
	b. Does the plan identify the position, office, department, or agency responsible for implementing and administering the action, potential funding sources and expected timeframes for completion?	Basic Plan Section 6.5, Table 6-6, Appendix A and B; Jurisdiction Annexes Section 5.2		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))	a. Does the plan identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated?	Basic Plan Section 5.9, 7.4, and Appendix A and B	X	
	b. Does the plan describe each community's process to integrate the data, information, and hazard mitigation goals and actions into other planning mechanisms?	Basic Plan Section 5.9; Jurisdiction Annexes Section 4.5	X	
	c. The updated plan must explain how the jurisdiction(s) incorporated the mitigation plan, when appropriate, into other planning mechanisms as a demonstration of progress in local hazard mitigation efforts.	Basic Plan Section 5.9 and 7.4 (TO BE INITIATED UPON PLAN APPROVAL AND ADOPTION)		X
<p><b>ELEMENT C: REQUIRED REVISIONS</b></p> <p>Update Table 5-3 for each portion of the plan where this table exists in base plan as well as tribal annexes: Update with correct current information regarding who runs each program.</p> <p>Pre-disaster Mitigation, HMGP, Flood Mitigation Assistance – All managed by NV Division of Emergency Management.</p> <p>Earthquake program – Remove Interagency coordinating committee, replace NV Earthquake Safety Council with NV Resiliency Advisory Committee and NV Division of Emergency Management.</p> <p>Wildfire Mitigation – add NV Division of Emergency Management managing HMPG – Post Fire.</p>				

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b>	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>		<b>(section and/or page number)</b>		
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b>				
(Applicable to plan updates only)				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Basic Plan Section 3, 4.7, Section 4.5.1-4.5.13 (see <i>Future Probability Trend sections</i> ); Jurisdiction Annexes Section 3.5	X		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Basic Plan Section 6.3.1 and Appendix A; Jurisdiction Annexes Section 5.1	X		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Basic Plan Sections 1.6, 4.2, 4.3, and 6.2	X		
<b><u>ELEMENT D: REQUIRED REVISIONS</u></b>				
<b>ELEMENT E. PLAN ADOPTION</b>				
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))	Basic Plan Section 7.1 and Front Matter [PLAN TO BE ADOPTED FOLLOWING APPROVAL]			
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	[PLAN TO BE ADOPTED FOLLOWING APPROVAL]			
<b><u>ELEMENT E: REQUIRED REVISIONS</u></b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS</b>				
(Optional for State Reviewers only; not to be completed by FEMA)				
F1.				
F2.				



**1. REGULATION CHECKLIST**

Regulation (44 CFR 201.6 Local Mitigation Plans)

Location in Plan  
(section and/or  
page number)

Met

Not  
Met

**ELEMENT F: REQUIRED REVISIONS**

## SECTION 2: PLAN ASSESSMENT

**INSTRUCTIONS:** The purpose of this 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 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 Risk MAP 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 overall 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**

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

#### **Element A: Planning Process**

**Strengths:**

- 1)
- 2)
- 3)

**Opportunities for Improvement:**

- 1)
- 2)
- 3)

#### **Element B: Hazard Identification and Risk Assessment**

**Strengths:**

- 1)
- 2)
- 3)

**Opportunities for Improvement:**

- 1)
- 2)
- 3)

### Element C: Mitigation Strategy

**Strengths:**

- 1)
- 2)
- 3)

**Opportunities for Improvement:**

- 1)
- 2)
- 3)

### Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)

**Strengths:**

- 1)
- 2)
- 3)

**Opportunities for Improvement:**

- 1)
- 2)
- 3)

## B. Resources for Implementing and Updating Your Approved Plan

This resource section is organized into three categories:

- 1) Guidance and Resources
- 2) Training Topics and Courses
- 3) Funding Sources

### **Guidance and Resources**

Local Mitigation Planning Handbook

<https://www.fema.gov/media-library/assets/documents/31598>

Beyond the Basics

<http://mitigationguide.org/>

Mitigation Ideas

<https://www.fema.gov/media-library/assets/documents/30627>

Plan Integration: Linking Local Planning Efforts

<https://www.fema.gov/media-library/assets/documents/108893>

Integrating Disaster Data into Hazard Mitigation Planning

<https://www.fema.gov/media-library/assets/documents/103486>

Integrating Historic Property and Cultural Resource Considerations into Hazard Mitigation Planning

<https://www.fema.gov/ar/media-library/assets/documents/4317>

Community Rating System User Manual

<https://www.fema.gov/media-library/assets/documents/8768>

U.S. Climate Resilient Toolkit

<https://toolkit.climate.gov/>

2014 National Climate Assessment

<http://nca2014.globalchange.gov/>

Managing the Risks of Extreme Events and Disasters to Advance Climate Change Adaptation

[http://ipcc-wg2.gov/SREX/images/uploads/SREX-All\\_FINAL.pdf](http://ipcc-wg2.gov/SREX/images/uploads/SREX-All_FINAL.pdf)

FY15 Hazard Mitigation Assistance Unified Guidance

<https://www.fema.gov/media-library/assets/documents/103279>

Climate Resilient Mitigation Activities for Hazard Mitigation Assistance

<https://www.fema.gov/media-library/assets/documents/110202>

### **Training**

More information at <https://training.fema.gov/emi.aspx> or through your State Training Officer

#### **Mitigation Planning**

IS-318 Mitigation Planning for Local and Tribal Communities

<https://training.fema.gov/is/courseoverview.aspx?code=is-318>

IS-393 Introduction to Hazard Mitigation

<https://training.fema.gov/is/courseoverview.aspx?code=is-393.a>

G-318 Preparing and Reviewing Local Plans

G-393 Mitigation for Emergency Managers

### Hazard Mitigation Assistance (HMA) Grant Programs

IS-212.b Introduction to Unified HMA

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-212.b>

IS-277 Benefit Cost Analysis Entry Level

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-277>

E-212 HMA: Developing Quality Application Elements

E-213 HMA: Application Review and Evaluation

E-214 HMA: Project Implementation and Programmatic Closeout

E-276 Benefit-Cost Analysis Entry Level

### GIS and Hazus-MH

IS-922 Application of GIS for Emergency Management

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-922>

E-190 ArcGIS for Emergency Managers

E-296 Application of Hazus-MH for Risk Assessment

E-313 Basic Hazus-MH

### Floodplain Management

E-273 Managing Floodplain Development through the NFIP

E-278 National Flood Insurance Program/ Community Rating System

## **Potential Funding Sources**

### Hazard Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/hazard-mitigation-grant-program>

### Pre-Disaster Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/pre-disaster-mitigation-grant-program>

### Flood Mitigation Assistance Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/flood-mitigation-assistance-grant-program>

### Emergency Management Performance Grant Program

POC: FEMA Region IX

Website: <https://www.fema.gov/emergency-management-performance-grant-program>

**SECTION 3:  
MULTI-JURISDICTIONAL SUMMARY SHEET**

**INSTRUCTIONS:** For multi-jurisdictional plans, this summary sheet must be completed by listing each participating jurisdiction that is eligible to adopt the plan.

MULTI-JURISDICTION SUMMARY SHEET					
#	Jurisdiction Name	Jurisdiction Type	Eligible to Adopt the Plan?	Plan POC	Email
1	Washoe County	County	Yes	Aaron Kenneston	akenneston@washoecounty.us
2	City of Reno	City	Yes	Bob Leighton	leightonr@reno.gov
3	City of Sparks	City	Yes	Mark Meranda	mmeranda@cityofsparks.us
4	Reno-Sparks Indian Colony	Federally-recognized Tribe	Yes	David Hunkup	dhunkup@rsic.com
5	Pyramid Lake Paiute Tribe	Federally-recognized Tribe	Yes	Don Pelt	dpelt@plpt.nsn.us
6	Truckee River Flood Management Authority	Special Hazard District	Yes	Danielle Henderson	dhenderson@washoecounty.us
7	Truckee Meadows Fire Protection District	Special Hazard District	Yes	Lisa Beaver	lbeaver@tmfpd.us
8	North Lake Tahoe Fire Protection District	Special Hazard District	Yes	Ryan Sommers	rsommers@nltpd.net
9					
10					
11					
12					
13					
14					
15					

**SECTION 4:  
HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX (OPTIONAL)**

**INSTRUCTIONS:** This matrix can be used by the plan reviewer to help identify if all of the components of Element B have been met. List out natural hazard names that are identified in the plan in the column labeled “Hazards” and put a “Y” or “N” for each component of Element B.

HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX								
Hazard	Requirement Met? (Y/N)							
	Type	Location	Extent	Previous Occurrences	Probability	Impacts	Vulnerability	Mitigation Action