

# LOCAL MITIGATION PLAN REVIEW TOOL - Final

## City of Everett, MA

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The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States 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.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

<b>Jurisdiction:</b> City of Everett, MA	<b>Title of Plan:</b> Everett Hazard Mitigation Plan 2021 Update	<b>Date of Plan:</b> 9/3/2021
<b>Single or Multi-jurisdiction plan?</b> Single jurisdiction	<b>New Plan or Plan Update?</b> Update	
<b>Local Point of Contact:</b> Tom Philbin <b>Title:</b> Conservation Agent <b>Agency/Address:</b> City of Everett 484 Broadway Everett, MA 02149 <b>Phone Number:</b> 617-309-8083 <b>E-Mail:</b> <a href="mailto:tom.philbin@ci.everett.ma.us">tom.philbin@ci.everett.ma.us</a>		<b>Regional Point of Contact:</b> <b>Title:</b> <b>Agency/Address:</b>  <b>Phone Number:</b> <b>E-Mail:</b>

<b>State Reviewer:</b> Jeffrey Zukowski	<b>Title:</b> Hazard Mitigation Planner	<b>Date:</b> 9/7/2021 & 4/4/2022
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<b>FEMA Reviewer:</b> Sean Loughlin Brigitte Ndikum-Nyada	<b>Title:</b> Community Planner Community Planner	<b>Date:</b> 9/8/21 – 10/8/21 10/8/21 - 10/12/21 4/4/22-4/5/22
<b>Date Received in FEMA Region I</b>	9/7/2021 & 4/4/2022	
<b>Plan Not Approved</b>		
<b>Plan Approvable Pending Adoption</b>	10/12/2021	
<b>Plan Adopted</b>	3/14/2022	
<b>Plan Approved</b>	<b>4/4/2022</b>	
<b>Plan will expire</b>	4/3/2027	

**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 this *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>Regulation (44 CFR 201.6 Local Mitigation Plans)</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))	Chapter 3	X	
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))	Chapter 3, Pp. 3-3 through 3-5	X	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	Chapter 3, Pp. 3-5 through 3-7	X	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	Section 3.5, Resources; References, Pp. Ref-1 & Ref-2	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))	Chapter 7	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))	Chapter 7	X	
<b>ELEMENT A: REQUIRED REVISIONS</b>			
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</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))	Chapter 4	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))	Chapter 4	X	

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan (section and/or page number)</b>	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
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))	Chapter 4	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))	Chapter 1, Pp. 1-6 through 1-7; Chapter 4, P. 4-50	X		
<b><u>ELEMENT B: REQUIRED REVISIONS</u></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))	Chapter 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))	Chapter 1, Pp. 1-6 through 1-7	X		
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	Chapter 6, Pp. 6-2 through 6-3	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))	Chapter 6, Pp. 6-7 through 6-15	X		
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))	Chapter 6, Pp. 6-7 through 6-15	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))	Section 1.2; Section 7.4	X		
<b><u>ELEMENT C: REQUIRED REVISIONS</u></b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION (applicable to plan updates only)</b>				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Chapter 4, Pp. 4-31 through 4-32	X		
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Chapter 6	X		
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Chapter 6	X		

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<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
<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))	Signed adoption certificate is on file. Plan adopted on 3/14/2022. Approval <b>4/4/2022</b> and expiration 4/3/2027		X	
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))				
<b><u>ELEMENT E: REQUIRED REVISIONS</u></b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)</b>				
F1.				
F2.				
<b><u>ELEMENT F: REQUIRED REVISIONS</u></b>				

## SECTION 2: PLAN ASSESSMENT

### 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.

#### Recommendation:

- The City of Everett is encouraged to remember to submit the final adoption certificate to the State to complete the Hazard Mitigation Plan approval process.

#### Element A: Planning Process

##### **Strengths:**

- The Community Survey was developed in three different languages to encourage participation.
- The planning process is well documented and includes a detailed schedule of the events and meetings that contributed to the development of the plan.
- The draft plan was posted on the City web site for the public to provide comments.
- The community developed a specific Stakeholder Working Group, which was a nice addition to the planning process, versus just sending a blanket invite to stakeholders to participate in the process. Involving stakeholders ensures a range of perspectives and contributes to a more comprehensive analysis.
- The plan includes documentation of the timeline and schedule for how the plan will be maintained, including specific tasks to be accomplished. For example, a plan implementation survey will be prepared and distributed in year three of the plan (P. 7-2).

##### **Opportunities for Improvement:**

- Consider expanding the supporting documentation of the planning process by providing meeting summaries/notes for future reference. Recording the planning team's discussion and decision-making process will be useful during plan updates.

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

##### **Strengths:**

- HAZUS-MH was utilized to generate loss estimates for floods, hurricane wind, and earthquake hazards. HAZUS is a nationally standardized risk modeling methodology and is used to determine potential losses from disasters and to identify the most effective mitigation actions for minimizing those losses.
- The years 2030 and 2070 were used as timelines for the coastal flooding analysis within the plan.
- The surrounding communities of Chelsea and Somerville were included in the planning process.

- There is a well-grounded rationale provided for why certain hazard(s) were omitted from the analysis.
- The plan includes a profile of the community, including demographic information, development trends and landscape features. This makes community assets and vulnerabilities clear.
- Maps clearly show the planning area and hazard risks/vulnerabilities, land use, potential future development and critical infrastructure.

***Opportunities for Improvement:***

- Longer timeframes could be provided when discussing previous occurrences. This can give a more accurate picture of future risks. Also be sure to capture the most recent occurrences for each hazard.
- The Severe Winter Storms section could be further expanded to include more information on ice storm events and potential impacts.

**Element C: Mitigation Strategy**

***Strengths:***

- The plan provides specific examples where the 2015 plan was integrated into other planning mechanisms and how the plan can be integrated into planning mechanisms going forward.
- The plan provides a comprehensive, detailed description of the community's existing programs, plans and policies that relate to mitigation, their effectiveness, and the opportunities in which the different types of capabilities could be expanded even further. Good job!
- The plan includes specific, targeted mitigation actions that address the community's key vulnerabilities. Actions are detailed with information on funding, resources, timeframes and responsible personnel.

***Opportunities for Improvement:***

- Continue to integrate and align the plan's mitigation actions with the established actions of the community's other planning efforts. Many transportation and land use planning initiatives relate directly to mitigation, and their inclusion in the plan will encourage a more comprehensive approach to addressing risk.

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

***Strengths:***

- The plan notes that the City is already largely built out within its 3.5 sq. mile area and the plan describes its existing land use and potential future development with enough detail to describe changes in development within the community (Pp. 4-31 through 4-32).

***Opportunities for Improvement:***

- Future updates could include the number of building permits issued since the last plan update and similar types of information to add to the plan / development narrative.
- Describe general land use changes in neighboring jurisdictions that may affect the community's risk.
- Including a discussion of lessons learned about implementing mitigation actions would strengthen the plan, as would a short narrative on some "success stories" about their implementation.

## B. Resources for Implementing Your Approved Plan

Refer to the [Massachusetts Integrated State Hazard Mitigation and Climate Action Plan](#), [Resilient MA Climate Clearinghouse](#), and State's [Climate Action Page](#) to learn about hazards relevant to Massachusetts and the State's efforts and action plan.

### Technical Assistance:

#### FEMA

- [FEMA Climate Change](#): Provides resources that address climate change.
- [FEMA Library](#): FEMA publications can be downloaded from the library website. These resources may be especially useful in public information and outreach programs. Topics include building and construction techniques, NFIP policies, and integrating historic preservation and cultural resource protection with mitigation.
- [FEMA RiskMAP](#): Technical assistance is available through RiskMAP to assist communities in identifying, selecting, and implementing activities to support mitigation planning and risk reduction. Attend RiskMAP discovery meetings that may be scheduled in the state, especially any in neighboring communities with shared watersheds boundaries.

#### Other Federal

- [EPA Resilience and Adaptation in New England \(RAINE\)](#): A collection of vulnerability, resilience and adaptation reports, plans, and webpages at the state, regional, and community levels. Communities can use the RAINE database to learn from nearby communities about building resiliency and adapting to climate change.
- [EPA Soak Up the Rain](#): Soak Up the Rain is a public outreach campaign focused on stormwater quality and flooding. The website contains helpful resources for public outreach and easy implementation projects for individuals and communities.
- [NOAA C-CAP Land Cover Atlas](#): This interactive mapping tool allows communities to see their land uses, how they have changed over time, and what impact those changes may be having on resilience.
- [NOAA Sea Grant](#): Sea Grant's mission is to provide integrated research, communication, education, extension and legal programs to coastal communities that lead to the responsible use of the nation's ocean, coastal and Great Lakes resources through informed personal, policy and management decisions. Examples of the resources available help communities plan, adapt, and recovery are the Community Resilience Map of Projects and the National Sea Grant Resilience Toolkit
- [NOAA Sea Level Rise Viewer](#) and [Union for Concerned Scientists Inundation Mapper](#): These interactive mapping tools help coastal communities understand how their hazard risks may be changing. The "Preparing for Impacts" section of the inundation mapper addresses policy responses to protect communities.
- [NOAA U.S. Climate Resilience Toolkit](#): This resource provides scientific tools, information, and expertise to help manage climate-related risks and improve resilience to extreme events. The "[Steps to Resilience](#)" tool may be especially helpful in mitigation planning and implementation.

#### State

- [Massachusetts Emergency Management Agency](#): The Massachusetts State Hazard Mitigation Officer (SHMO) and State Mitigation Planner(s) can provide guidance regarding grants, technical assistance, available publications, and training opportunities.
- Massachusetts Departments of [Conservation and Recreation](#) and [Environmental Protection](#) can provide technical assistance and resources to communities seeking to implement their hazard mitigation plans.

- <https://www.mass.gov/guides/floodplain-management> Massachusetts 2020 Model Floodplain Bylaws. <https://msc.fema.gov/portal>
- [MA Mapping Portal](#): Interactive mapping tool with downloadable data

#### **Not for Profit**

- [Kresge Foundation Online Library](#): Reports and documents on increasing urban resilience, among other topics.
- [Naturally Resilient Communities](#): A collaboration of organizations put together this guide to nature-based solutions and case studies so that communities can learn which nature-based solutions can work for them.
- [Rockefeller Foundation Resilient Cities](#): Helping cities, organizations, and communities better prepare for, respond to, and transform from disruption.

#### **Funding Sources:**

- [Massachusetts Coastal Resilience Grant Program](#): Funding for coastal communities to address coastal flooding, erosion, and sea level rise.
- [Massachusetts Municipal Vulnerability Preparedness](#) program: Provides support for communities to plan for climate change and resilience and implement priority projects.
- [Massachusetts Water Quality Grants](#): Clean water grants that can be used for river restoration or other kinds of hazard mitigation implementation projects.
- [Grants.gov](#): Lists of grant opportunities from federal agencies (HUD, DOT/FHWA, EPA, etc.) to support rural development, sustainable communities and smart growth, climate change and adaptation, historic preservation, risk analyses, wildfire mitigation, conservation, Federal Highways pilot projects, etc.
- [FEMA Hazard Mitigation Assistance](#) (HMA): FEMA’s Hazard Mitigation Assistance provides funding for projects under the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM), and Flood Mitigation Assistance (FMA). States, federally recognized tribes, local governments, and some not for profit organizations are eligible applicants.
- [GrantWatch](#): The website posts current foundation, local, state, and federal grants on one website, making it easy to consider a variety of sources for grants, guidance, and partnerships. Grants listed include The Partnership for Resilient Communities, the Institute for Sustainable Communities, the Rockefeller Foundation Resilience, The Nature Conservancy, The Kresge Climate-Resilient Initiative, the Threshold Foundation’s Thriving Resilient Communities funding, the RAND Corporation, and ICLEI Local Governments for Sustainability.
- USDA [Natural Resource Conservation Service](#) (NRCS) and [Rural Development Grants](#): NRCS provides conservation technical assistance, financial assistance, and conservation innovation grants. USDA Rural Development operates over fifty financial assistance programs for a variety of rural applications.