

LOCAL MITIGATION PLAN REVIEW TOOL

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 the 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*.

Jurisdiction:	Title of Plan:	Date of Plan:
Local Point of Contact:		Address:
Title:		
Agency:		
Phone Number:		
		E-Mail:

State Reviewer:	Title:	Date:

FEMA Reviewer:	Title:	Date:
Date Received in FEMA Region (insert #)		
Plan Not Approved		
Plan Approvable Pending Adoption		
Plan Approved		

**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.

1. REGULATION CHECKLIST	Location in Plan (section and/or page number)		Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
ELEMENT A. PLANNING PROCESS				
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))				
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))				
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))				
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))				
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))				
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))				
ELEMENT A: REQUIRED REVISIONS				

Element	Location in the Plan
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))	<p><u>Base Plan</u>: Sections 2.1 and 2.2, pages BP.2-1 through BP.2-7</p> <p><u>County and Municipal Appendices</u>: Part 2.1 including Table 1</p>
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))	<p><u>Base Plan</u>: Section 2.3, page BP.2-8</p> <p><u>County and Municipal Appendices</u>: Part 2.2 including Table 2</p>
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	<p><u>Base Plan</u>: Section 2.3, page BP.2-8</p> <p><u>County and Municipal Appendices</u>: Part 2.2 including Table 2</p>
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	<p><u>Base Plan</u>: Section 2.4, page BP.2-9</p> <p><u>County and Municipal Appendices</u>: Part 4.6.3</p>
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	<p><u>Base Plan</u>: Section 4.4, pages BP.4-14 to BP.4-15</p>
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))	<p><u>Base Plan</u>: Section 4.4, pages BP.4-11 through BP.4-15</p>

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT				
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))				
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))				
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))				
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))				
<u>ELEMENT B: REQUIRED REVISIONS</u>				
ELEMENT C. MITIGATION STRATEGY				
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))				
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))				
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))				
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))				
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))				
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))				
<u>ELEMENT C: REQUIRED REVISIONS</u>				

Element	Location in the Plan
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))	<u>Base Plan</u> : Sections 3.1 and 3.2, pages BP.3-3 through BP.3-34
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))	<u>Base Plan</u> : Sections 3.1 and 3.2, pages BP.3-3 through BP.3-34 <u>County and Municipal Appendices</u> : Part 3
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))	<u>Base Plan</u> : Section 3.2, pages BP.3-10 through BP.3-36 <u>County and Municipal Appendices</u> : Part 3
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	<u>Base Plan</u> : Section 3.2.6, pages BP.3-21 and BP.3-22, including Table BP.3-22. <u>County and Municipal Appendices</u> : Part 3.4

Element	Location in the Plan
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))	<u>Base Plan</u> : Section 4.6, pages BP.4-18 through BP.4-23 <u>County and Municipal Appendices</u> : Part 4.6.2 including Table 13
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))	<u>Base Plan</u> : Section 3.2.6, pages BP.3-21 and BP.3-22 <u>County and Municipal Appendices</u> : Part 4.6.3
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	<u>Base Plan</u> : Section 4.1, page BP.4.2 <u>County and Municipal Appendices</u> : Part 4.1
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))	<u>Base Plan</u> : Sections 4.3 through 4.5, pages BP.4.4 through BP.4-18 <u>County and Municipal Appendices</u> : Parts 4.3 through 4.5 including Tables 10, 11, and 12
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))	<u>Base Plan</u> : Section 4.4, pages BP.4-8 through BP.4-17 <u>County and Municipal Appendices</u> : Part 4.4 including Table 11
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))	<u>Base Plan</u> : Section 4.6, pages BP.4-19 through BP.4-23 <u>County and Municipal Appendices</u> : Part 4.6.3

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION (applicable to plan updates only)				
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))				
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))				
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))				
<u>ELEMENT D: REQUIRED REVISIONS</u>				
ELEMENT E. PLAN ADOPTION				
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))				
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))				
<u>ELEMENT E: REQUIRED REVISIONS</u>				
ELEMENT F. ADDITIONAL STATE REQUIREMENTS (OPTIONAL FOR STATE REVIEWERS ONLY; NOT TO BE COMPLETED BY FEMA)				
F1.				
F2.				
<u>ELEMENT F: REQUIRED REVISIONS</u>				

Element	Location in the Plan
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	<u>Base Plan</u> : Section 3.5, pages BP.3-38 and BP.3-39 <u>County and Municipal Appendices</u> : Part 3 results reflect updated Census, critical facility lists, and general building stock locations.
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	<u>Base Plan</u> : Section 4.2, pages BP.4-3 and BP.4-4 <u>County and Municipal Appendices</u> : Part 4.2 including Table 9
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	<u>County and Municipal Appendices</u> : Part 3.7

Element	Location in the Plan
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))	Not applicable.
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	Adoption resolutions will be included in Attachment B to the County and Municipal Appendices.

**SECTION 3:
MULTI-JURISDICTION SUMMARY SHEET (OPTIONAL)**

INSTRUCTIONS: For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were ‘Met’ or ‘Not Met,’ and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET												
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
1												
2												
3												
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8												
9												

MULTI-JURISDICTION SUMMARY SHEET

#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Phone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification & Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation & Implementation	E. Plan Adoption	F. State Requirements
10												
11												
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**Cumberland County Multi-Hazard Mitigation Plan Update
Contact Information – May 13, 2022**

Jurisdiction	Plan POC	Mailing Address	Email Address	Phone Number(s)
Cumberland County	Jim Manski, Deputy OEM Coordinator	Cumberland County OEM, 637 Bridgeton Ave, Bridgeton, NJ 08302	jamesma@co.cumberland.nj.us	(856) 455-8770 X363
Bridgeton City	Gary Denby, Jr., OEM Coordinator	Bridgeton OEM, 181 E. Commerce St, Bridgeton, NJ 08302	denbyg@cityofbridgeton.com	(856) 451-0091
Commercial Township	Robert Welch, OEM Coordinator	Laurel Lake Volunteer Fire and Rescue Co., 5436 Battle Ln, Millville, NJ 08332	welch@LLFR-EMS.org	(856) 300-9480
Deerfield Township	Andrew Tartaglia, OEM Coordinator	Deerfield OEM, 755 Landis Ave, Rosenhayn, NJ, 08302	atag3341@comcast.net	(856) 392-5789
Downe Township	Charles Lupton, OEM Coordinator	Township Hall, 288 Main St, Newport, NJ 0834	downeoem@downetwpnj.org	(856) 297-2087
Fairfield Township	Ken Brent, OEM Coordinator	Fairfield OEM, PO Box 240 / Fairton, NJ 08320	kbrent@fairfieldtownshipnj.org	(856) 451-9284 X116
Greenwich Township	William Reinhart, Mayor	Township Hall, 1000 Ye Greate St, Greenwich, NJ 08323	committeemanreinhart@gmail.com	(856) 455-5122
Hopewell Township	Gary Van Meter, OEM Coordinator	Township Municipal Hall, 590 Shiloh Pike, Bridgeton, NJ 08302	oem@hopewelltp-nj.com	(609) 743-6726
Lawrence Township	Maurice Cobb, OEM Coordinator	Township Hall, 357 Main St, Cedarville, NJ 08311	lawrencetwpoem@aol.com	(856) 447-3936
Maurice River Township	Pat Phillips, OEM Coordinator	Maurice River OEM, 556 Main St, Leesburg, NJ 08327	pPhillips@mauricerivertwp.org	(856) 785-5740
Millville City	William Stadnick III, Deputy OEM Coordinator	Millville OEM, 420 Buck St, Millville, NJ 08332	william.stadnickIII@millvillenj.gov	(609) 305-2861
Shiloh Borough	Gary Van Meter, OEM Coordinator	Borough Hall, 900 Main St, Shiloh, NJ 08353	oem@hopewelltp-nj.com	(609) 743-6726
Stow Creek Township	Christopher Levick, OEM Coordinator	Hopewell / Stow Creek Fire Department, 751 Roadstown Rd, Bridgeton, 08302	stowcreekoem@gmail.com	(856) 453-1400
Upper Deerfield Township	Chad Ott, OEM Coordinator	Township Hall, 1325 Highway 77, Seabrook, NJ 08302	cott@upperdeerfield.com	(856) 455-2779 X3441
Vineland City	Paul Shropshire, Deputy OEM Coordinator	Vineland OEM, 625 Plum St, Vineland, NJ 08360	pshropshire@vinelandcity.org	(856) 794-4000 X4908