

SECTION I

THE PLANNING PROCESS

Introduction

Throughout history, the residents of Jefferson County have dealt with the various natural hazards affecting the area. Photographs, journal entries, and newspapers from the mid to late 1800's to the present show that the residents of the area have dealt with flooding, severe windstorms, harsh winter storms, wildfires, earthquakes, landslides, and even indirectly from volcanic activity. Although there were fewer people in the area many years ago, the natural hazards did at times, adversely affect the lives of those who depended on the land and climate conditions for food and welfare. As the population of the county increased, the exposure to natural hazards created a greater risk than experienced historically. With an ever-continuing growth in population and the development of natural lands, the impact of these natural hazards will continue to escalate.

Jefferson County's rural setting, combined with its mild climate and close proximity to the waters of Puget Sound and the mountains and forests of the Olympics create an almost ideal locale that draws people to live here. However, the potential impacts of natural hazards typical to the area make the population, business community, and the environment vulnerable to natural disaster situations.

Jefferson County is subject to flooding, severe storms, landslides, earthquakes, wildfires, and volcanic activity and to a much lesser extent, avalanche, drought, and tsunami. It is impossible to predict exactly when these disasters will occur, or the extent to which they will affect the county, but occur they will – it is only a matter of time. However, with careful planning and collaboration among public agencies, private sector organizations, as well as citizens and businesses within the community, it is possible to minimize the losses that can result from these natural disasters.

What is natural hazard mitigation?

Natural hazard mitigation is the development and implementation of activities designed to reduce or eliminate losses resulting from natural hazards.

Why develop a natural hazards mitigation strategy?

Developing a revised mitigation strategy for Jefferson County completes the process of planning that began with the 2008 Jefferson County Hazard Identification and Vulnerability Assessment (HIVA). This report serves to establish a foundation for coordination and collaboration among local agencies, jurisdictions, and the citizens of Jefferson County in addition to providing a basis for identifying mitigation strategies and future mitigation projects as a means to assist in meeting the requirements of various federal assistance programs.

The rising cost of responding to and recovering from natural disasters has led to an increased interest in identifying effective ways to reduce the vulnerability to natural hazards and the disasters these hazards can create. Natural hazard mitigation plans assist communities in identifying the hazards that could impact them, determining the vulnerability of the community to these hazards, and identifying mitigation strategies to prevent or reduce the impacts these hazards pose to the community through a coordinated, multi-jurisdictional approach.

What are the benefits of hazard mitigation?

- **Save lives and property** – communities can save lives and reduce property damage from natural hazards through mitigation actions, such as moving families and their homes out of harm's way or by limiting development and/or regulating the type of construction or structures allowed in certain areas.
- **Reduce vulnerability to future hazards** – by having a mitigation strategy in place, communities are better prepared to take the proper steps that will permanently reduce the risk of future losses.
- **Facilitate post-disaster funding** – by identifying mitigation strategies and projects before the next disaster, Jefferson County communities will be in a better position to obtain post-disaster funding because much of the background work necessary for funding assistance will already be in place.

Who does the natural hazards mitigation plan benefit?

The **Jefferson County – City of Port Townsend Natural Hazards Mitigation Plan** was developed, written, and adopted as a multi-jurisdictional natural hazards mitigation plan for the benefit of the incorporated municipalities, various special purpose districts, and the unincorporated rural areas of Jefferson County. It is anticipated that a large number of county special purpose districts will also adopt this plan in order to benefit from future hazard mitigation funding.

The information contained in this plan is applicable countywide and serves to provide the framework for natural hazard mitigation within Jefferson County. Much has already been gained in simply developing this plan and establishing the basic mitigation strategies that have been incorporated into this document. It is hoped that the spirit of inter-jurisdictional cooperation that has begun with this planning effort will continue in the years to come thereby providing further benefits to all jurisdictions and agencies within the county as well as the citizens these jurisdictions and agency serve.

Furthermore, the Plan was developed following the process set forth in the Disaster Mitigation Act of 2000 as well as the requirements of the National Flood Insurance Program Community Rating System. By doing so, it is anticipated that the citizens living in those jurisdictions within Jefferson County that participate in the Community Rating System could possibly further benefit from this plan through an additional decrease in their flood insurance premiums.

Natural hazards land use policy in Washington

Planning for natural hazards in Washington has taken shape over the past 30 years beginning with the State Environmental Policy Act (1971) and the Shorelines Management Act (1971), and followed by the State Building Code Act (1974, 1985) and the Growth Management Act (1991). It is an integral element of Washington's statewide land use planning program which focuses on appropriate land use controls in critical areas that are prone to natural disasters, along with keeping up with the latest technology in construction methods to mitigate potential disasters.

Support for natural hazards mitigation

The primary responsibility for the development and implementation of mitigation strategies and policies lies with local jurisdictions. However, local jurisdictions are not alone; various partners and resources exist at the state and federal levels to assist local government in the development of mitigation strategies and plans. Within Washington State, the Washington Military Department, Emergency Management Division is the lead agency for providing hazard mitigation planning assistance to local jurisdictions.

Plan Methodology

Because of the similarity in hazards that pose threats to the various communities within Jefferson County, a decision was made that the Plan should meet three basic goals to serve the needs of the citizens of Jefferson County, and governmental jurisdictions and agencies:

1. *That the plan be multi-jurisdictional thereby satisfying the natural hazards mitigation planning requirements as specified in the Disaster Mitigation Act of 2000 for all communities within Jefferson County.*
2. *That the plan be developed following the process outlined by the Disaster Mitigation Act of 2000 as well as the National Flood Insurance Program Community Rating System so that the plan coordinates with and compliments Community Rating System programs that exist now or may exist in the future within Jefferson County.*
3. *That the plan be written in such a way so as to evolve into an “**All Hazards Mitigation Plan**” for Jefferson County and the City of Port Townsend.*

The Plan was written using the best available information obtained from a wide variety of sources. Throughout the plan development process, a concerted effort was made to gather information from participating municipal and county agencies and staff as well as stakeholders, business and industry, and the citizens of Jefferson County. **A concerted effort was made to solicit information from local agencies and individuals with specific knowledge of certain natural hazards and past historical events, as well as planning and zoning codes and ordinances and recent planning decisions.**

Establishment of the Natural Hazards Mitigation Steering Committee

A new Natural Hazards Mitigation Steering Committee was formed in 2008 to assist Jefferson County in meeting the requirements of the Plan revision process and to keep the mitigation-planning project on schedule. This committee was charged with the following responsibilities:

- Establish plan development goals and objectives.
- Establish a time line for completion of the plan.
- Ensure that the plan meets the requirements of the Disaster Mitigation Act of 2000 as well as National Flood Insurance Program Community Rating System requirements.
- Solicit and encourage the participation of municipalities, special purpose districts, stakeholders, and citizens in the plan development process.
- Assist local planning officials, special purpose district commissioners, and others in gathering information for inclusion in the plan.
- Organize and oversee the public involvement process.
- Gather all pertinent information to be included in the plan.
- And ... craft the plan.

Natural Hazards Mitigation Steering Committee Members

Philip Morely, County Administrator, Jefferson County
 Bob Hamlin, Director, Jefferson County Department of Emergency Management
 Ken Horvath, Public Safety Analyst / Grant Administrator, City of Port Townsend
 Al Scalf, Director – DCD, Jefferson County
 David Timmons, City Manager, City of Port Townsend
 Rick Sepler, Director - DSD, City of Port Townsend

The Natural Hazards Mitigation Steering Committee will continue in an advisory capacity after this plan is completed and the Natural Hazards Mitigation Planning Grant is terminated. Responsibility for annual updates and revisions to the plan will be delegated to the Jefferson County Department of Community Development.

To maintain continuity between the requirements of the planning grant and the plan development process, each member of the Natural Hazards Mitigation Steering Committee is also a member of the Natural Hazards Mitigation Planning Committee

Input from the Natural Hazards Mitigation Planning Committee

The Natural Hazards Mitigation Planning Committee convened on an ad hoc basis as a means to gather and share information, assess vulnerabilities, identify critical facilities, assist in developing mitigation strategies, and provide continuity throughout the plan development process to insure that jurisdictional-specific natural hazards vulnerability information and mitigation strategies were incorporated into the plan.

Natural Hazards Mitigation Planning Committee Members

Community Representatives

Community Development / Permits

Rick Sepler, Director, Development Services Department, City of Port Townsend
 Al Scalf, Director, Dept of Community Development, Jefferson County
 Josh Peters, Long Range Planning, Jefferson County

Emergency Management / Public Safety

Bob Hamlin, Director, Jefferson County Department of Emergency Management
 Ken Horvath, Public Safety Analyst, City of Port Townsend

Public Works/Engineering

Ian Jablonski, Water Resource Asset Manager, City of Port Townsend

The Natural Hazards Mitigation Planning Committee will remain a semi active group following the formal adoption of this plan. This committee will meet on a semi-annual basis to be determined each year as a means to network and maintain contact with each other. In addition, the Natural Hazards Mitigation Planning Committee will also provide direction and oversight and otherwise assist with the annual plan evaluation process.

Input from Stakeholders and Citizens

In order to facilitate better coordination and communication between the Natural Hazards Mitigation Planning Committee as well as stakeholders and citizens of the community, “**The Jefferson-Peninsula Regional Emergency Planning Committee (JPREP)**” which provides for inter-agency and inter-jurisdictional communication and coordination, was used as a larger planning group and served as an Extended Natural Hazards Mitigation Planning Committee. Information was gathered from these stakeholders and citizens via a series of public and JPREP meetings beginning in June 2009 and concluding in September 2009. Because of poor attendance at previous hazard mitigation meetings, city council, county commissioner, and special district board meetings were used as venues to draw public comment. These met all the legal requirements for notification, and did not waste time, which was limited in spite of having funding available from a planning grant.

Because of our poor experience with public response in prior plan development efforts, we also expanded our solicitation of input to the city website and to the one hundred twenty-three Neighborhood Emergency Groups that have developed since the last plan was created. By “preaching to the choir”, we hoped to draw more interest and more responsiveness.

Natural Hazards Mitigation Advisory Committee

Stakeholders

Information regarding hazard identification, vulnerability assessment, and mitigation strategies for inclusion in this plan was also requested from the following agencies and organizations:

All Jefferson County Drainage Districts	Parks & Recreation District No. 1
All Jefferson County Fire Districts	Port of Port Townsend
All Jefferson County Hospital Districts	Port Townsend School District
All Jefferson County Sewer Districts	Port Townsend Library District
All Jefferson County Water Districts	Public Utility District No. 1 of Jefferson County
Housing Authority of Jefferson County	Port Townsend Police Department
Jefferson County Library District	Port Townsend Finance Department
Jefferson Transit Authority	Water Districts 1, 2, and 3
Jefferson County Sheriff’s Office	JC Department of Community Development
Jefferson County Assessor	PT Business & Community Development Dept
Jefferson County Central Services	Jefferson County Public Works
JeffCom 911	Port Townsend Public Works

Appendix C, **PARTICIPANTS & CONTACTS**, contains the names and roles of each of the individual participants from the above organizations and citizenry. It is divided into the Steering Committee, Advisory Committee, Reviewers, and other citizens who have made a significant contribution to the effort to produce the Plan. Over 160 people from 19 jurisdictions and special districts contributed to the building of this Plan.

In addition, the following jurisdictions participated in the process to develop the Natural Hazards Mitigation Plan through the provision of information, and a commitment to coordinate efforts in the future. These entities were selected because Jefferson County does not have jurisdiction over them, yet the mitigation plans of these jurisdictions impact Jefferson County in terms of its needs to place mitigation resources, and in some cases, for the purposes of the “All Hazards” plan, actually create the type of hazard that Jefferson County needs to anticipate. Additionally, private partnerships have been encouraged with businesses and individuals that could be anticipated to have to have a material impact on planning issues, mitigation efforts, and fast recovery during a natural disaster.

Clallum County PUD	Hoh Indian Tribe
Port Townsend Paper	Propane Dealers in Jefferson County
Puget Sound Energy	U.S. Coast Guard
U.S. Forest Service – Olympic National Park	U.S. Naval Magazine – Indian Island
Washington Dept of Fish & Wildlife	Washington Department of Natural Resources
Washington Department of Transportation	Washington State University – Port Hadlock

In addition, the following citizens participated in the public process to develop the Plan. These citizens became involved because of their specific knowledge of certain natural hazards and past historical events as well as local land use plans and codes and recent planning decisions.

Tom Camfield	Jeffery Hartman
Pam Clise	Sue Horvath
Dennis Crawford	Deborah Stinson
Jacque Hartley	Vicki Young

Hazard specific research

The Natural Hazards Mitigation Planning Committee, in close cooperation with the Jefferson County Department of Emergency Management, compiled information and collected data for thirteen natural hazards that coincided with the County’s Hazard Identification and Vulnerability Analysis: avalanche, damaging winds, drought, earthquake, flood, heat wave, land movement, public health emergencies, tornado, tsunami / seiche, volcanic activity, wildland fire, and winter storms. Information was obtained from local historical records, and a wide variety of local, state, and federal agencies as well as the above referenced stakeholder interviews and public workshops. In addition, a great deal of information was obtained from existing plans, studies, reports and numerous sources via the Internet. See Appendix D for a list of resources used.

Note: For the 2009 *Hazard Identification and Vulnerability Analysis*, and for the 2009 update to the *Jefferson County – City of Port Townsend Natural Hazard Mitigation Plan*, we expanded the number of natural hazards by splitting “severe storms” into “wind storms” and “winter storms” and by adding “Heat Wave” and “Public Health Incidents” and tornados, even through these are rare. Similarly, the man-made hazards were expanded to include a break-out of transportation issues, particularly “military ordnance incidents” and “maritime incidents”.

Plan Development Process

The Disaster Mitigation Act of 2000

In the past, federal legislation has provided funding for disaster relief, recovery, and hazard mitigation planning. The Disaster Mitigation Act of 2000 is the latest legislation to improve this planning process and was put into motion on October 10, 2000, when the President of the United States signed the Act (Public Law 106-390). The new legislation reinforces the importance of mitigation planning and emphasizes planning for disasters before they occur.

Mitigate: to cause to become less harsh or hostile; to make less severe or painful.

Planning: the act or process of making or carrying out plans; the establishment of goals, policies, and procedures for a social or economic unit.

Hazard Mitigation (as defined by the Disaster Mitigation Act of 2000): any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards.

The Disaster Mitigation Act of 2000 is intended to facilitate cooperation between state and local authorities, prompting them to work together. It encourages and rewards local and state pre-disaster planning and promotes sustainability as a strategy for disaster resistance.

To implement the new Disaster Mitigation Act of 2000 requirements, The Federal Emergency Management Agency (FEMA) prepared an Interim Final Rule, published in the Federal Registry on February 26, 2002, at 44 CFR Parts 201 and 206, which establishes planning and funding criteria for state and local governments.

The primary purpose of hazard mitigation is to identify community policies, actions, and tools for implementation over the long term that will result in a reduction in risk and potential for future losses community-wide. This is accomplished by using a systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions, following through with an effective mitigation strategy, and keeping the plan current.

Local Involvement:

Almost all of the jurisdictions in the Plan contributed to the development of the plan through the dedication of staff time to oversee the development of the plan, assist in writing the plan, and/or compile jurisdiction-specific information contained in the plan.

Key contributors in this process were:

Bob Hamlin, Director, Jefferson County Department of Emergency Management
Ken Horvath, Public Safety Analyst, City of Port Townsend
Doug Noltemeier, Jefferson County GIS
Tyler Johnson, City of Port Townsend GIS

This Plan is the result of a focused effort on the part of local municipalities, jurisdictions, special purpose districts, agencies, and citizen involvement. The writing and organizing of the Plan was performed by Jefferson County Department of Emergency Management and by City of Port Townsend staff with a great deal of assistance provided by members of the Natural Hazards

Mitigation Steering Committee.

Appendix C, **Participants & Contacts**, contains a table of the names and roles of each of the individual participants from all of the jurisdictions, districts, and citizenry. Over 160 people from 24 jurisdictions, special districts, and coordinating entities who contributed to the building of this Plan are listed.

The table is divided into the Steering Committee, Advisory Committee, Reviewers, and other citizens who have made a significant contribution to the effort to produce the Plan.

All jurisdictions and special districts having elected governing bodies were contacted and asked if they would participate in the development of the overall Natural Hazard Mitigation Plan for the County. Given the resources available to each jurisdiction, they participated as best they could. In the case of school districts, for example, all districts were currently working on an Emergency Response Plan, which included a section on Hazard Mitigation. Thus, they were able to provide a subset of their Emergency Response Plan as input into the Natural Hazard Mitigation Plan.

All participants fell into one or more of the following categories:

Steering Committee – Provided leadership in getting resources to compile and write the Plan, in providing guidance in the strategic development of the Plan, and in getting adoption in the key jurisdictions.

Advisory Committee – Provided local champions to gather and assemble hazard mitigation source material and to assess the local hazard needs. This group also committed to being the ongoing contacts for the annual review and update of the Plan.

Stakeholders – Stakeholders are local champions who provided significant input into the development of the Plan through the gathering of their district's mitigation needs, and who reviewed the draft versions and provided counsel to improve the Plan. These champions reviewed and recommended the adoption of the Plan to the 24 Boards and Councils that comprised the eligible government entities in Jefferson County. Stakeholders generally have sufficient authority to commit staff resources to implement mitigation activities, and to support the Plan. All Steering Committee and Advisory Committee members are stakeholders.

Contacts – Contacts are people, primarily staffers, who made significant contributions, including reviewing the draft Plan, but did not have the leadership role in making the Plan viable in their district.

Commissioners and Council Members – Commissioners and Council Members had the legal authority to commit the jurisdiction or special district to participate in and to adopt the Plan as their entity's official Plan. Generally, the adoption of the Plan was made upon the recommendation of the primary stakeholder reporting the Board, and after a period of "due diligence" in which the Board reviewed the Plan and determined that the commitment asked of their district was acceptable.

Others – Other individuals who contributed, but did not fall into one of the above categories are listed. These include staff support, the contributions of interested citizens, and even stakeholders whose analysis eventually led them to determine they should opt out of the Plan.

The table in Appendix C identifies each of the people who contributed and the specific role they had in putting together such a comprehensive work in so short a time.

Public Participation Process

Public participation is a key component to strategic planning processes. Citizen participation offers citizens the chance to voice their ideas, interests, and opinions. Washington's land use planning system addresses the need for public process and provides the opportunity for citizens to be involved in the planning process. The Federal Emergency Management Agency also requires public input during the development of flood mitigation plans.

The *Jefferson County – City of Port Townsend Natural Hazards Mitigation Plan* integrates a cross-section of citizen input throughout the planning process. The Natural Hazard Mitigation Steering Committee developed a public participation processes encompassing four components: (1) a Hazard Mitigation Advisory Committee comprised of knowledgeable individuals in the community; (2) conducting stakeholder interviews to target the specialized knowledge of individuals working with populations or areas at risk from natural hazards; (3) conducting public meetings to identify common concerns and ideas regarding hazard mitigation and to discuss specific goals and actions of the mitigation plan; and (4) an on-going feedback mechanism that allows public contact with the planning through the internet.

Integrating citizen involvement during the development of the Natural Hazard Mitigation Plan has resulted in increased public awareness, and set the stage for future cooperation from the portion of the public that has a particular interest in man-made hazards that will be covered in the All Hazard Mitigation Plan to come. This involvement and cooperation assures that the mitigation plan reflects community issues, concerns, and perspectives, and encourages new ideas to be brought forward to benefit the community.

Public Involvement

In order to better involve the public in the planning process, the Natural Hazards Mitigation Steering Committee advertised and conducted public meetings as part of the Board and/or council meetings in which resolutions were passed relating to the Plan. All such meetings fall under Washington's Open Public Meetings Act (RCW 42.30) and thus assure that the appropriate notifications, Agendas, etc. are published. Passing of a resolution or inclusion of the Board minutes provides proof that all legal requirements were met.

We have found that this makes it easier for the public to attend because the facilities and time are generally known, and it is easier for individuals to plan their schedules around these meetings. This effort is in addition to the many public meetings and workshops held by stakeholders to solicit input into the development of their own planning documents, such as Jefferson County's Comprehensive Plan, which provided much of the material for the overall Plan.

Date	Public Location	Purpose of Meeting
May 14, 2009	Port Ludlow Beach Club Port Ludlow, WA	Inform Port Ludlow Drainage District Commissioners and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in it.
May 18, 2009	Jefferson County Commissioners' Chambers	County Commissioners - Solicit Public Commentary - Pass resolution authorizing participation in the <i>Jefferson County – City of Port Townsend Natural Hazard Mitigation Plan</i> .
June 1, 2009	Port Townsend Council Chambers	City Council - Solicit Public Commentary – Pass resolution authorizing participation in the <i>Jefferson County – City of Port Townsend Natural Hazard Mitigation Plan</i> .
June 3, 2009	Public Utility District No. 1 Board Room Port Hadlock, WA	Inform PUD Board and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
June 9, 2009	JCFD3 Port Ludlow Fire & Rescue Station 3-1	Inform Jefferson County Fire District No. 3 Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
June 9, 2009	JCFD4 Brinnon Fire Station	Inform Jefferson County Fire District No. 4 dba Brinnon Fire Department Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
July 1, 2009	Jefferson General Hospital Auditorium	Inform Hospital District #2 Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to adopt the Plan.
July 14, 2009	Quillayute Valley School District, Forks, WA	Inform Quillayute Valley School District Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
August 12, 2009	Jefferson County Library Meeting Room	Inform Jefferson County Library District Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
August 18, 2009	JCFD1 East Jefferson Fire & Rescue Station 1-5	Inform Jefferson County Fire District No. 1 dba East Jefferson Fire & Rescue Board members and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.

Date	Public Location	Purpose of Meeting
September 23, 2009	Port of Port Townsend	Inform Port of Port Townsend Board and attending public about the Hazard Mitigation Plan, solicit input, and ask them to participate in the Plan.
September 25, 2009	USO Building Fort Worden State Park	Jefferson County – Port Townsend Regional Emergency Planning Committee and Neighborhood Emergency Groups – Planning for Pandemic – Preparation & Mitigation.

Project Webpage

The second aspect of the public process involved the development of a project webpage linked through the City of Port Townsend’s website. Schedules for meetings, information about the development of the Plan, and the location of review copies were posted on this webpage as they were ready for review.

Plan Participation and Adoption

The Jefferson County Board of Commissioners, and City of Port Townsend signed resolutions formally agreeing to participate in the development of the Natural Hazards Mitigation Plan and agreeing to adopt it once FEMA has approved the Plan. In addition, special districts that participated in the development of the *Jefferson County Natural Hazard Mitigation Plan* did the same. **Copies of the signed participation resolutions are contained in Appendix B. Copies of the adoption resolutions will be included in Appendix H after FEMA approval.**

Summary of Participation & Adoption Resolutions			
Agency/Jurisdiction	2004 Adoption Resolution Number	2009 Participation Resolution Number	2009 Adoption Resolution Number
Jefferson County	50-04	31-09	
City of Port Townsend	04-037	09-024	
Port Ludlow Drainage District	13	Approved Motion	
Jefferson County Fire District 1 (JCFD1) dba East Jefferson Fire & Rescue (EJF&R)	2004-07	09-06	
Jefferson County Fire District 2 (JCFD2)	2004-1	2009-09	
Jefferson County Fire District 3 (JCFD3) dba Port Ludlow Fire & Rescue (PLF&R)	2004-01	2009-6	
Jefferson County Fire District 4 (JCFD4) dba Brinnon Fire Department	2004-4	2009-8	
Jefferson County Fire District 5 (JCFD5)	01-04	2009-06	
Jefferson County Fire District 6 (JCFD6)	282-04	Annexed by JCFD1	
Public Hospital District No. 1	Opt Out	Opt Out	
Public Hospital District No. 2	2004-013	2009-15	
Jefferson County Library District	04-02	09-02	
Port of Port Townsend	426-04	523-09	
Port Townsend School District No. 50	04-16	09-18	
Brinnon School District No. 45	Opt Out	202-09 (New)	
Chimacum School District No. 49	2004-13	2009-5	
Queets/Clearwater School District No. 20	01-04/05	10-003	
Quilcene School District No. 48	01:04/05	01-09/10	
Quillayute Valley School District No. 402	01-04/05	13-08/09	
Jefferson Transit Authority	04-12	Opt Out (2009)	
Public Utility District No. 1 of Jefferson County	2004-013	2009-014	
Water District No. 1	Opt Out	Opt Out	
Water District No. 2	Opt Out	Opt Out	
Water District No. 3	Opt Out	Opt Out	
Parks & Recreation District No. 1	2004-5-01	Opt Out (2009)	

Plan Maintenance

Evaluating and Updating the Plan

The **Jefferson County – City of Port Townsend Natural Hazards Mitigation Plan** will be evaluated on an annual basis to determine the effectiveness of mitigation programs, projects, or other related activities and to reflect changes in land development or programs that may affect mitigation priorities and/or strategies; the plan will be updated every five years. Five-year updates will be delivered to the Washington State Hazard Mitigation Officer for review and forwarding to the Federal Emergency Management Agency, Region X Office.

Annual Plan Evaluation

In an effort to facilitate the annual plan evaluation process, the Natural Hazards Mitigation Planning Committee will remain a semi-active group following the formal adoption of this plan and shall be charged with the responsibility of conducting an annual plan evaluation each calendar year. The Director of the Jefferson County Department of Community Development or his/her designee will be responsible for contacting the chairperson and members of the Natural Hazards Mitigation Planning Committee and organizing the annual plan evaluation process.

The Natural Hazards Mitigation Planning Committee will review the current natural hazards mitigation strategies to determine their relevance to changing situations within Jefferson County as well as known changes in State or Federal policy, and to insure these mitigation strategies are addressing current and expected conditions.

Jefferson County and the City of Port Townsend address statewide planning goals and legislative requirements through GMA, CRS, and NFIP requirements, capital improvement plans, and building codes. The Plan will provide a series of recommendations that are closely related to the goals and objectives of these existing planning programs. Local plans, such as Emergency Response Plans, that have sections related to Hazard Mitigation will be coordinated with the Plan so that requirements of the Plan are incorporated into local guiding documents and ordinances, and vice versa.

As part of this annual evaluation, those communities that participate in the Community Rating System shall submit a copy of their annual evaluation report to the Chairperson of the Natural Hazards Mitigation Planning Committee no later than September 15th of each calendar year. (At this time none of the Jefferson County communities are participating in the CRS.)

Following the annual plan evaluation process, the Chairperson of the Natural Hazards Mitigation Planning Committee, in cooperation with the Jefferson County Department of Community Development, will prepare a written report describing: 1) the plan evaluation process; 2) the status of any current mitigation activities or projects; 3) any deficiencies identified as a result of the plan evaluation. Copies of this report shall be delivered to the City Manager of the City of Port Townsend, the County Administrator and Board of Jefferson County Commissioners, and participating jurisdictions no later than September 30th of each calendar year. In addition, a copy of this report will also be mailed to the Washington State Hazard Mitigation Officer no later than September 30th of each calendar year.

NOTE: *This annual plan evaluation and report is for the express purpose of evaluating and reporting the status of the various mitigation strategies and/or projects identified in this plan and to assess the progress of existing mitigation activities.*

Those jurisdictions that participate in the Community Rating System are responsible for evaluating, maintaining, and updating their Community Rating System Program as well as submitting written reports in accordance with current Community Rating System requirements.

Five-Year Plan Update

The Plan must be updated annually and resubmitted to the Washington State Emergency Management Department and to FEMA every 5 years for reapproval in order to maintain eligibility for mitigation grants.

Updates to the Plan shall be conducted on a five-year cycle and shall commence at the direction of the Director of the Jefferson County Department of Community Development no later than March First of the scheduled update year. Upon such direction, staff from the Jefferson County Department of Community Development, in cooperation with the chairperson of the Natural Hazards Mitigation Planning Committee, will begin the process of updating the plan.

The City Council of the City of Port Townsend, and the Jefferson County Board of County Commissioners shall approve the updated plan and a copy of the updated plan shall be submitted to the Washington State Hazard Mitigation Officer no later than September 30th of the update year.

PLAN EVALUATION AND UPDATE SCHEDULE 2010 – 2014	
Date	Required Action to be Taken
July-September 2010	Conduct plan evaluation and public meeting
September 2010	Submit written report to Washington State Emergency Management Department
July - September 2011	Conduct plan evaluation and public meeting
September 2011	Submit written report to Washington State Emergency Management Department
July-September 2012	Conduct plan evaluation and public meeting
September 2012	Submit written report to Washington State Emergency Management Department
July-September 2013	Conduct plan evaluation and public meeting
September 2013 February 2014	Submit written report to Washington State Emergency Management Department. Director of the Jefferson County Department of Emergency Management directs Plan to be updated
March 2014 March 2014 - June 2014	Natural Hazards Mitigation Planning Committee Chairperson and Department of Emergency Management staff will begin 5-year plan update process; request a report of all mitigation activities and/or projects from all participating jurisdictions. Update plan in cooperation with Natural Hazards Mitigation Planning Committee Chairperson and others as may be necessary
July & August 2014	Conduct at least one public meeting regarding the plan update; receive comments from Planning Committee Members, stakeholders, and the public; make revisions as may be necessary
September 2014	Updated plan approved by all participating entities
October 2014	Submit updated Plan to Washington State Emergency Management Department and to FEMA for re-approval.

Continued Public Involvement

All participating entities are dedicated to the continued involvement of the public in the Natural Hazards Mitigation process.

Copies of the Plan will be kept and made available for public review at the following locations:

- Jefferson County Department of Emergency Management
- Jefferson County Department of Public Works
- Jefferson County Department of Community Development (DCD)
- Jefferson County Public Library
- City of Port Townsend Developmental Services Department (DSD)
- City of Port Townsend Library
- City of Port Townsend Administration Department
- City of Port Townsend Public Works

A notice regarding the existence and location of these copies of the Plan will be publicized annually during the month of September in the Port Townsend Leader, the local weekly newspaper that serves Jefferson County.

The Jefferson County Department of Community Development shall be responsible for receiving, tracking, and filing public comments regarding the Natural Hazards Mitigation Plan. Contact information for the Jefferson County Department of Community Development is included in the Point Of Contact information on page iii.

A public meeting will be held as a part of the annual plan evaluation process as well as the five-year plan update. Additional meetings may also be held as deemed necessary by the Chairperson of the Natural Hazards Mitigation Planning Committee. The purpose of these meetings is to provide a public forum so that citizens can express concerns, opinions, or ideas about the Plan.

The Jefferson County Public Information Officer shall be responsible for utilizing Jefferson County resources to publicize annual public meetings in order to facilitate continued public involvement in the natural hazards mitigation process within Jefferson County and the City of Port Townsend.