

# Section 1

## Plan Process Requirements

### ***Planning Process---Requirement §201.6(b):***

An open public involvement process is essential to the development of an effective plan.

### ***Documentation of the Planning Process---Requirement §201.6(b):***

In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process **shall** include:

- (1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;
- (2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and
- (3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.

### ***Documentation of the Planning Process---Requirement §201.6(c)(1):***

[The plan **shall** document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.

- Does the plan provide a narrative description of the process followed to prepare the new or updated plan?
- Does the new or updated plan indicate who was involved in the current planning process? (Who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)
- Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)
- Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?
- Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?
- Does the updated plan document how the planning team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?

**SECTION 1**

**REGION 5 ALL HAZARD MITIGATION PLAN  
2015-2020 EDITION  
PIERCE COUNTY  
PLAN PROCESS SECTION**

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# Changes to the Pierce County Plan in this Document

The Process Section of the Pierce County Addendum includes the following changes that are documented as a result of a complete review and update of the existing plan. The purpose of the following change matrix is to advise the reader of these changes updating this plan from the original document approved in August 2004 and updated in 2009.

The purpose for the changes is three-fold: 1) the Federal Law (Code of Federal Regulations (CFR), Title 44, Part 201.4) pertaining to Mitigation Planning has changed since the original Plan was undertaken; and 2) the Local Mitigation Planning Requirements of the Disaster Mitigation Act of 2000 201.6 (d); and 3) Plan Review states, Plans **must** be reviewed, revised if appropriate, and resubmitted for approval within five years in order to continue to be eligible for HMGP project grant funding. This document when completed and approved will become Pierce County’s All Hazard Mitigation Plan.

## Change Matrix

This Matrix of Changes documents the pertinent changes made from the December 2009 Pierce County Addendum Plan for the Region 5 All Hazard Mitigation Plan; 2015-2020 Edition. Most of the changes are a matter of additional detail, more information provided, some reformatting to the current Pierce County DEM format and in some cases a response to new requirements. This 2015 version represents a complete review and update by Pierce County Department of Emergency Management using a detailed process for development and following an established format. During this procedure, all web links have been verified and updated.

### Change Matrix – Pierce County Region 5 Hazard Mitigation Plan 2015 Update

Section 1 – Plan Development, Process Section	
Section or Part of Plan	New in 2015 Plan
Section 1 – Process Section	Section 1 – Process Section
	The 2015 Process Section contains this Change Matrix Table.
	The 2015 Process Section contains a revised Risk Section to include nine (9) Technological Hazards.
	The 2015 Process Section contains a description of the new process to define goals and objectives for this jurisdiction in the Mitigation Strategy.
	The 2015 Process Section contains a Mitigation Measure Matrix that reviews all the prior Mitigation Measures and shows those complete, those still viable and those no longer retained for further action.

<b>Section 2 – Participating Jurisdiction Profiles</b>		
<b>Section or Part of Plan</b>	<b>Previous</b>	<b>2015 Plan</b>
Section 2 – Profile	Information was current as of 2000 Census Data.	The 2015 version of the Profile has been updated using 2010 Census Data and most current GIS information from Pierce County.

<b>Section 3 – Capability Identification</b>		
<b>Section or Part of Plan</b>	<b>Previous</b>	<b>2015 Plan</b>
Section 3 – Capability	The Capability Tables shown in the previous plan are in a similar format.	The 2015 Capability Section has been improved and updated to show current information from the jurisdiction.

<b>Section 4 – Vulnerability, Risk Analysis</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous version of the plan contained a chart for previous history of disaster declarations broken down into Geological and Meteorological Hazards.	The 2015 Risk Section includes this same chart but it has been updated to show all additional declarations and expanded to include Technological Hazards as well.
The previous version of the plan contained four hazard maps.	The 2015 Risk Section includes updated maps and contains additional hazard maps.
The previous version included specific analysis showing vulnerability of population, land and infrastructure according to Census 2000.	The 2015 Risk Section includes completely updated tables showing vulnerability of population, land and infrastructure using Census 2010 data.

<b>Section 5 – Mitigation Strategy</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous document used the standard goals as outlined for the entire project.	The 2015 Mitigation Section was drafted using specific goals and objectives written by the jurisdictions to their specific hazards and concerns.
The previous document contained a Mitigation Measure Matrix chart followed by written descriptions of each individual measure.	The new document uses the same format as the original plan but with emphasis on new goals and objectives. New measures have been added to both the Matrix and the individual

	measure descriptions. Measures completed in the past five years have been deleted with explanation of same in the Process Section.
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<b>Section 6 – Infrastructure</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous plan used a full table with detail on each piece of infrastructure as well as summary information on hazards and dependencies.	The 2015 plan uses the same table but with additional technological hazards now included. This table has been completely updated as have the accompanying tables.

<b>Section 7 – Plan Maintenance</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous Plan Maintenance for the jurisdiction was very similar in format to the newer version for 2015.	The 2015 version of the Plan Maintenance borrows from the format and content of the original; however the entire document has been reviewed and updated to current information.

<b>Section 8 – Other Changes</b>	
<b>Section or Part of Plan</b>	<b>2015 Plan</b>
The previous document contained four Appendices.	The 2015 Plan contains four Appendices including place for the final resolution and approval letter from FEMA; the Pierce County team members; a chart for any changes; and Hazus-MH scenario based modeling results for 3 different earthquake faults. The Acronym list appears in the Base Plan for the entire project.

## Plan Process

The Region 5 Hazard Mitigation Plan Process Section is a discussion of the planning process used to update the Region 5 Hazard Mitigation Plan (Pierce County is Region 5 for Homeland Security (HLS) in Washington State), including how the process was prepared, who aided in the process, and the public involvement.

The Plan update is developed around all major components identified in 44 CFR 201.6, including:

- **Public Involvement Process;**
- **Jurisdiction Profile;**
- **Capability Identification;**
- **Risk Assessment;**
- **Mitigation Strategy;**
- **Infrastructure Section;** and,
- **Plan Maintenance Procedure.**

Below is a summary of those elements and the processes involved in their development.

### Public Involvement Process

Public participation is a key component to strategic planning processes. Citizen participation offers citizens the chance to voice their ideas, interests, and opinions.

“Involving stakeholders who are not part of the core team in all stages of the process will introduce the planning team to different points of view about the needs of the community. It will also provide opportunities to educate the public about hazard mitigation, the planning process, and findings, and could be used to generate support for the mitigation plan.”<sup>1</sup>

In order to accomplish this goal and to ensure that the updated Region 5 All Hazard Mitigation Plan be comprehensive, the seven planning groups in conjunction with Pierce County Department of Emergency Management developed a public participation process of three components:

1. A Planning Team comprised of knowledgeable individual representatives of HLS Region 5 area and its hazards;
2. Hazard Meetings to target the specialized knowledge of individuals working with populations or areas at risk from all hazards; and
3. Public meetings to identify common concerns and ideas regarding hazard mitigation and to discuss specific goals, objectives and measures of the mitigation plan.

This section discusses each of these components in further detail below with public participation outlined in each. Integrating public participation into the development of the Region 5 All Hazard Mitigation Plan update has helped to ensure an accurate depiction of the Region’s risks, vulnerabilities, and mitigation priorities.

## Planning Team

The Planning Team was organized early in 2012. The individual Region 5 Hazards Mitigation Planning Team members have an understanding of the portion of Pierce County containing their specific jurisdiction, including how residents, businesses, infrastructure, and the environment may be affected by all hazard events. The members are experienced in past and present mitigation activities, and represent those entities through which many of the mitigation measures would be implemented. The Planning Team guided the update of the Plan, assisted in reviewing and updating goals and measures, identified stakeholders, and shared local expertise to create a more comprehensive plan. The Planning Team was organized into six planning groups of like jurisdictions, plus the Pierce County Government, for the overall process. These groups are:

**City and Town Group**  
**Fire District Group**  
**Special Purpose Group**  
**Pierce County**

**School Group**  
**Utility Group**  
**Health and Medical Group**

**Table 1-1 Planning Team – Pierce County**

<b>NAME</b>	<b>TITLE</b>	<b>JURISDICTION-DEPARTMENT</b>
Katie Gillespie	Program Coordinator	DEM Mitigation & Recovery
Debbie Bailey	Program Coordinator	DEM Mitigation & Recovery
Warner Webb	Fire Marshal	DEM Fire Prevention Bureau
Scott Kinney	Special Advisor to the Director	Community Connections
Warren Hendrickson	Airport and Ferry Division	PC Public Works and Utilities
Rob Allen	Sr. Economic Development Specialist	PC Economic Development
John Howard	Parks Supervisor	PC Parks and Recreation
Kirk Stenger	Risk Manager	PC Risk Management
Jeff Sharp	Civil Engineer	PC Planning and Land Services
Anne-Marie Marshall-Dody	Surface Water Management - Planner	PC Public Works and Utilities
Bob Carr	M & O Manager	Facilities Management
Paul Sargent	IT Systems Engineer Supervisor	Information Technology
Bruce Wagner	Road Ops Manager	PWU Road Operations
Katherine Brooks	Senior Planner	PWU – Water Utility
Paul Pastor	Sheriff	Sheriff’s Department

## Planning Team Meetings

The Planning Team held 10 Planning Team Meetings for the following Planning Groups: City and Town Group, Fire Group, School Group, Special Purpose Group, and Utility Group for a total of 50 meetings from March of 2012 to February of 2013. The Health and Medical Group met 3 times to finalize their original plans and then to review the updates to those plans so they could be included in this overall Region 5 Plan. The County Departments of Pierce County Government met a total of 2 times to review and update their existing plan. Each meeting presented an opportunity for discussion, review, and evaluation of the Plan among the Planning Groups. Planning Coordinators Katie Gillespie and Debbie Bailey coordinated these meetings. Table 1-8 through 1-10 documents these meetings including name, date, place and description of each meeting for each group.

**Table 1-8 Hazard Mitigation Committee Meetings**

<b>Planning Team Meeting #1 - Pierce County Emergency Operations Center-July 16, 2012</b>
Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: Introduction of Planning Team, Review of the history of the Grant Application, Defining the Planning Requirements, How We Establish the In-Kind Match, Benefits of Developing a Plan, Defining the Planning Process, Establishing the Planning Team Meetings, Elected Official Meetings and Public Comment Meetings, reviewing each jurisdiction's profile information, and defining next steps.
<b>Planning Team Meeting #2 - Pierce County Emergency Operations Center-July 16, 2012</b>
Planning Team members Katie Gillespie and Debbie Bailey conducted the meeting and the Planning Team discussed the following items: Review of Section 2 Profile, Section 3 Capability, Section 5 Mitigation Measures, and Section 6 Infrastructure. The role of department representative was defined that their role was to review and ensure the section reflected their department.

## Public Comment

PC DEM coordinated the Plan process. This design allowed for a greater level of inter-jurisdictional coordination and involvement across the County. The Hazard Mitigation Committee (HMC) used the Pierce County Hazard Mitigation Forum distribution list to notify other jurisdictions about the Plan status and updates.

The HMC provided opportunities for public comment through an ongoing and open process. Beginning in June 2012, the HMC published information about the process on the Plan's PC DEM Webpage<sup>2</sup> where it notified the public of the process, the progress, and any changes or upcoming meetings.



The HMC held informational meetings to provide a further opportunity for public involvement, see Table 1-9. Representatives from PC DEM presented the All Hazard Mitigation Plan Requirements, the Plan process, the Plan benefits, the Risk Assessment, and Mitigation efforts.

The meetings in June and July were advertised in accordance with legal requirements.

**Table 1-9 Hazard Mitigation Plan Public Information Meetings**

<b>Region 5 Hazard Mitigation Public Information Meeting – East Planning Area</b>	
June 21, 2012	Hosted by City of Bonney Lake
A Public Information Meeting was hosted in Bonney Lake for all of the eastern Pierce County jurisdiction populations. The final plan documentation, all sections, was presented for public view and comment. The primary focus of these meetings was the completed Mitigation Strategy sections which are the blueprints for action for each jurisdiction. The website was once again highlighted for the attendees.	
<b>Region 5 Hazard Mitigation Public Information Meeting – Central/Tacoma Area</b>	
June 27, 2012	Hosted by Clover Park Technical College
A Public Information Meeting was hosted in Clover Park Technical College for the central Pierce County and Tacoma jurisdiction populations. The final plan documentation, all sections, was presented for public view and comment. The primary focus of these meetings was the completed Mitigation Strategy sections which are the blueprints for action for each jurisdiction. The website was once again highlighted for the attendees.	
<b>Region 5 Hazard Mitigation Public Information Meeting – Peninsula Planning Area</b>	
July 2, 2012	Hosted at the Key Center Public Library
A Public Information Meeting was hosted in Key Center at the Public Library for the jurisdiction populations on the Peninsula. The final plan documentation, all sections, was presented for public view and comment. The primary focus of these meetings was the completed Mitigation Strategy sections which are the blueprints for action for each jurisdiction. The website was once again highlighted for the attendees.	
<b>Region 5 Hazard Mitigation Public Information Meeting – South Planning Area</b>	
July 12, 2012	Hosted by the Town of Eatonville
A Public Information Meeting was hosted in Eatonville for the more southern Pierce County jurisdiction populations. The final plan documentation, all sections, was presented for public view and comment. The primary focus of these meetings was the completed Mitigation Strategy sections which are the blueprints for action for each jurisdiction. The website was once again highlighted for the attendees.	

## Elected Official’s Meetings

The Elected Official’s Meetings served as a part of the pre-adoption review process. These meetings were done close to the end of the process to review all the draft documentation with the Elected Officials prior to submitting the plans for approval to Washington State Emergency Management Division (EMD) and FEMA. Once the plans are approved by State EMD and FEMA, the Pierce County Council will pass a resolution adopting the Plan. Table 1-10, Elected Official’s Meetings, documents these meetings to include: name, date, place, and description.

Following these meetings, the Pierce County Addendum to the Region 5 All Hazard Mitigation Plan was submitted to the State EMD for review on November 2014. The Plan was then submitted to FEMA for review and the FEMA letter of approval will appear in Appendix A.

**Table 1-10 Elected Official’s Meetings**

<b>Pierce County Addendum – Elected Official’s Meeting</b>	

# Endnotes

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<sup>1</sup> State and Local Mitigation Planning How-to Guide, Getting Started: building support for mitigation planning, FEMA 386-1, September 2002, p. 3-1.

<sup>2</sup> [www.co.pierce.wa.us/mitigation](http://www.co.pierce.wa.us/mitigation) - Hosted by Pierce County Department of Emergency Management.

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