



SECTION 8. PLANNING PARTNERSHIP

This section provides a description of the Burlington County Hazard Mitigation Plan's (HMP) update Planning Partnership, their responsibilities throughout the planning process, and the jurisdictional annexes developed as a result of their plan update efforts.

8.1 BACKGROUND

The Federal Emergency Management Agency (FEMA) encourages multi-jurisdictional planning for hazard mitigation. All participating jurisdictions must meet the requirements of Chapter 44 of the Code of Federal Regulations (44 CFR):

"Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process and has officially adopted the plan" [Section 201.6a(4)]

Members of the Planning Partnership have the expertise to develop the plan and have their jurisdiction's authority to implement the mitigation strategy developed during the planning process. The Planning Partnership is responsible for developing and reviewing draft sections of the plan, updating their respective annex, creating the mitigation strategy for their jurisdiction, and adopting the final plan.

For the Burlington County HMP update, a Planning Partnership was formed to leverage resources and to meet requirements for the federal Disaster Mitigation Action of 2000 (DMA) for as many eligible governments as possible. Members of the Planning Partnership consisted of representatives from each jurisdiction. The DMA defines a local government as follows:

Any county, municipality, city, town, township, public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribe or authorized tribal organization, or Alaska Native village or organization; and any rural community, unincorporated town or village, or other public entity.

Each participating Planning Partnership member has prepared an annex to this plan. These annexes, as well as information on the process by which they were created, are contained in this volume.

8.2 INITIAL SOLICITATION AND LETTERS OF INTENT

Burlington County solicited the participation of all its municipalities at the commencement of this project.

Burlington County and its 41 municipalities participated in the update process and have met the minimum requirements of participation as established by the County and Steering Committee.



8.3 PLANNING PARTNER EXPECTATIONS

The Planning Partnership agreed to the following Planning Partnership Member expectations, which were outlined in the letter sent by Burlington County on August 8, 2023, and confirmed at the kick-off meeting held on August 29, 2023 (see Appendix C [Meeting Documentation] for details):

- Provide representation at regular planning group meetings and workshops.
- Be responsible for providing data and information as requested.
- Review and comment on data and information compiled by the contract consultant relevant to their jurisdiction.
- Be responsible for completing plan documents specific to your municipality, using provided templates with guidance and assistance by the contract consultant.
- Assist with the identification of stakeholders within your community that should be informed and potentially involved with the planning process.
- Facilitate public outreach efforts with residents and local stakeholders within your community using materials provided by the contract consultant.
- Assist with the identification of strengths, weaknesses, opportunities, and obstacles to implementing natural hazard mitigation within your community.
- Assist with the identification of past, ongoing, and appropriate future mitigation strategies and activities within your municipality.
- Review and comment on plan documents, specifically the draft and final plans prior to submission to NJOEM and FEMA Region II.

As described in Section 7 (Plan Maintenance), the Planning Partnership is intended to remain active beyond the regulatory update to support plan maintenance. Regarding the composition of the Steering Committee and Planning Partnership, it is recognized that individual commitments change over time, and it will be the responsibility of each jurisdiction and its representatives to inform the HMP Coordinator of any changes in representation.

8.4 JURISDICTIONAL ANNEXES PREPARATION PROCESS

Jurisdictional annexes were used to provide a unique, stand-alone guide to mitigation planning for each participating jurisdiction. The Burlington County HMP Update is organized so that there is an annex for Burlington County and for every participating jurisdiction. Section 9 (Annexes) includes an annex for every jurisdiction.

8.4.1 Data Collection

Each jurisdiction was paired with a contract consultant mitigation planner to work with the mitigation team to update their annexes. Each jurisdiction was asked to participate in a municipal kick-off meeting, held on August 29, 2023 to review participant expectations and the updated information needed to



support the annex update. It was made clear that the annexes are sections of the plan that can be enhanced if more information is available to further customize all aspects of mitigation planning.

8.4.2 Hazard Ranking Exercise

The presentation of the risk assessment and hazard ranking for each jurisdiction was conducted October 30, 2023. At this meeting, the consultant presented the overall risk assessment for the hazards of concern and distributed jurisdiction-specific handouts with risk assessment results relevant to each plan participant. In addition, each Planning Partnership Member was asked to review the ranked hazards specific to its jurisdiction. Refer to Section 4.4 (Hazard Ranking) for the methodology of the hazard ranking process. The calculated ranking was presented to each jurisdiction, and they were asked to review the ranking and revise based on history of events, probability of occurrence, and the potential impact on people, property, and the economy. In addition, each jurisdiction was asked to rank their adaptive capacity for each hazard. Refer to Appendix B (Participation Matrix) for the input submitted by each municipality. The objectives of this exercise were to familiarize the Planning Partnership with how to use the risk assessment as a tool to support other planning and hazard mitigation processes and to help prioritize types of mitigation actions that should be considered. Hazards that were ranked as “high” for each jurisdiction as a result of this exercise were considered to be priorities for identifying appropriate mitigation actions, although jurisdictions also identified actions to mitigate “medium” or “low” ranked hazards as appropriate.

8.4.3 Problem and Solutions Identification

After the draft risk assessment results were presented at the third Steering Committee Meeting on October 24, 2023 and the Steering Committee provided feedback, problems identified in the risk assessment and capability assessment were compiled and potential solutions were identified for use as potential mitigation actions for the County’s hazards of concern. A problem and solutions identification worksheet specific to each jurisdiction was to the points of contact for each jurisdiction.

8.4.4 Mitigation Strategy Workshop

A mitigation strategy workshop was conducted by the contracted planning consultant on conducted October 30, 2023, for all participating jurisdictions to support the development of the updated mitigation strategy. To assist with the identification of implementable and action-oriented mitigation actions, the participating jurisdictions were provided with tools to help identify mitigation strategies: public survey responses, potential mitigation actions for each jurisdiction, and FEMA Mitigation Ideas. The purpose of this workshop was to guide the Planning Partnership in completing this portion of the planning process and discuss how projects that are well developed and documented are more quickly identifiable for selection when grants become available.

At the workshop, the Planning Partnership focused on developing problem statements based on the impacts of hazards in the County. The results of the updated risk assessment, problems and solutions



identified during the capability assessment update and problem and solutions identification exercise, and information gathered from the public survey were used to develop mitigation strategies. As mitigation catalog was compiled with potential mitigation actions for Burlington County and their participating jurisdictions. This workbook helped form a bridge between the hazard risk assessment, which quantifies impacts to each community, with the development of achievable mitigation strategies. Mitigation development worksheets were filled out by each jurisdiction to identify additional problem statements and draft action worksheets were developed.

8.4.5 Municipal Support Conference Calls

In addition to the municipal kick-off meeting, municipal support conference calls were held throughout the planning process. During these calls, the consultant worked one-on-one with the Planning Partners to complete their jurisdictional annexes. Each section of the annex was discussed to ensure accuracy and completeness. This included, but not limited to, the following:

- Reviewing the calculated hazard ranking for the jurisdiction and provide input to adjust the ranking as necessary.
- Updating information regarding the jurisdiction's capabilities and past integration of hazard mitigation concepts.
- Identify mitigation initiatives that have reasonable potential to be accomplished within the lifespan of the HMP (five years), including both FEMA-eligible projects and those projects using funds from non-FEMA sources.

8.4.6 Jurisdictional Annexes

While the jurisdictional annex format is designed to document and assure local compliance with the DMA 2000 regulations, its greater purpose and function includes:

- Providing a locally relevant synthesis of the overall mitigation plan that can be readily presented, distributed, and maintained,
- Facilitating local understanding of the community's risk to natural hazards,
- Facilitating local understanding of the community's capabilities to manage natural hazard risk, including opportunities to improve those capabilities,
- Facilitating local understanding of the efforts the community has taken, and plans to take, to reduce their natural hazard risk,
- Facilitating the implementation of mitigation strategies, including the development of grant applications, and
- Providing a framework by which the community can continue to capture relevant data and information for future plan updates.

It is recognized that each jurisdiction's annex is a "living" document and will continue to be improved as resources permit. As such, its design is intended to promote and accommodate continued efforts to



maintain the annex to be current and to improve the effectiveness of the annex as the key tool, reference, and guiding document by which the jurisdiction will implement hazard mitigation locally.

The following provides a description of the various elements of the jurisdictional annex.

Section 9.X.1: Hazard Mitigation Planning Team: Identifies the hazard mitigation Planning Team who provided input during the planning process. Further detail is provided in Section 2 (Planning Process) and Appendix B (Participation Matrix).

Section 9.X.2: Jurisdictional Profile: Provides an overview and profile of the jurisdiction, including an identification of areas of known and anticipated future development and the vulnerability of those areas to the hazards of concern.

Section 9.X.3: Jurisdictional Capability Assessment and Integration: This subsection provides an inventory and evaluation of the jurisdiction's tools, mechanisms, and resources available to support hazard mitigation and natural hazard risk reduction. Within the municipal annexes, tables provide an inventory of the municipality's planning and regulatory, administrative, and technical, and fiscal, capabilities, respectively. Further, another table identifies the municipality's level of participation in state and federal programs designed to promote and incentivize local risk reduction efforts. Further information regarding Federal, State, and local capabilities may be found in the Capability Assessment portion of Section 5.

Section 9.X.4: National Flood Insurance Program (NFIP) Compliance: A tabular summary of the specific information on the management and regulation of the regulatory floodplain, including current and future compliance with the NFIP.

Section 9.X.5: Growth/Development Trends: Identifies areas of known and anticipated future development and the vulnerability of those areas to the hazards of concern.

Section 9.X.6: Jurisdictional Risk Assessment: Each annex includes a map (or series of maps) illustrating identified hazard zones and critical facilities. Further, these maps show areas of known or anticipated future development, as available and provided by the jurisdiction.

- **Hazard Event History:** Identifies hazard events that have caused significant impacts within the jurisdiction, including a summary characterization of those impacts as identified by the jurisdiction. The documentation of events and losses is critical to supporting the identification and justification of appropriate mitigation actions, including providing critical data for benefit-cost analysis. It is recognized that this "inventory" of events and losses is a work-in-progress and may continue to be improved as resources permit. As such, the lack of data or information for a specific event does not necessarily mean that the jurisdiction did not suffer significant losses during that event.
- **Hazard Ranking and Vulnerabilities:** This subsection provides information regarding each plan participant's vulnerability to the identified hazards. Full data and information on the hazards of concern, the methodology used to develop the vulnerability assessments, and the results of those



assessments that serve as the basis of these local risk rankings may be found in Section 4 (Risk Assessment).

Section 9.X.7: Mitigation Strategy and Prioritization: This section discusses and provides the status of past mitigations actions and status, describes proposed hazard mitigation initiatives, and prioritization.

- **Past Mitigation Initiative Status:** Where applicable, a review of progress on the jurisdiction’s prior mitigation strategy is presented, identifying the disposition of each prior action, project, or initiative in the jurisdiction’s updated mitigation strategy. Other completed or on-going mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this sub-section as well.
- **Additional Mitigation Efforts:** Other completed or on-going mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this subsection as well.
- **Proposed Hazard Mitigation Initiatives for the Plan Update:** Action Worksheets have been completed for each proposed mitigation action in the jurisdiction’s mitigation strategy. Each Action Worksheet provides details on the project identification, evaluation, prioritization, and implementation process. Table 9.X-18 provides a summary of the local mitigation strategy prioritization process discussed in Section 6 (Mitigation Strategy).

8.4.7 Annex Review

Workshops and additional meetings (via email and/or teleconference) to complete the jurisdictional annexes were held with the Steering Committee and Planning Partnership throughout the planning process. In preparation for the draft plan public review, each jurisdiction was asked to have their ‘mitigation team’ review their annex to ensure it was complete and accurate for posting to Burlington County Emergency Management and Homeland Security’s mitigation website. To demonstrate broad and comprehensive review and input, each jurisdiction collected signatures from these representatives. Refer to Appendix B (Participation Matrix) to review the annex signature pages.

In summary, all participating communities and the County completed the Planning Partnership Member expectations and annex-preparation process. Details regarding these meetings are described further in Section 2 (Planning Process) and Section 6 (Mitigation Strategy). Completed jurisdictional annexes are presented in Section 9 (Annexes).

8.5 COVERAGE UNDER THE PLAN

Burlington County and its 41 municipalities met the participation requirements specified by the Steering Committee. Any non-participating local jurisdiction within Burlington County can “dock” to this plan in the future following the linkage procedures defined in Appendix H (Linkage Procedures).



Table 8-1 lists the status of each participating jurisdiction and their ultimate status in this plan update. Refer to Appendix B (Participation Matrix) and Appendix C (Meeting Documentation) for details on participation and meeting attendance.

Table 8-1. Jurisdictional Status

Municipality	Attended Workshops and/or Meetings and Project Calls	Provided Update on Past Projects	Submitted Mitigation Actions for Current Plan	Seeking Approval for Adoption (meets all previous requirements)
Burlington County	X	X	X	X
Bass River (Twp)	X	X	X	X
Beverly (C)	X	X	X	X
Bordentown (C)	X	X	X	X
Bordentown (Twp)	X	X	X	X
Burlington (C)	X	X	X	X
Chesterfield (Twp)	X	X	X	X
Cinnaminson (Twp)	X	X	X	X
Delanco (Twp)	X	X	X	X
Delran (Twp)	X	X	X	X
Eastampton (Twp)	X	X	X	X
Edgewater Park (Twp)	X	X	X	X
Evesham (Twp)	X	X	X	X
Fieldsboro (B)	X	X	X	X
Florence (Twp)	X	X	X	X
Hainesport (Twp)	X	X	X	X
Lumberton (Twp)	X	X	X	X
Mansfield (Twp)	X	X	X	X
Maple Shade (Twp)	X	X	X	X
Medford (Twp)	X	X	X	X
Medford Lakes (B)	X	X	X	X
Moorestown (Twp)	X	X	X	X
Mount Holly (Twp)	X	X	X	X
Mount Laurel (Twp)	X	X	X	X
New Hanover (Twp)	X	X	X	X
North Hanover (Twp)	X	X	X	X
Palmyra (B)	X	X	X	X
Pemberton (B)	X	X	X	X
Pemberton (Twp)	X	X	X	X
Riverside (Twp)	X	X	X	X
Riverton (B)	X	X	X	X
Shamong (Twp)	X	X	X	X
Southampton (Twp)	X	X	X	X
Springfield (Twp)	X	X	X	X
Tabernacle (Twp)	X	X	X	X
Washington (Twp)	X	X	X	X
Westampton (Twp)	X	X	X	X
Willingboro (Twp)	X	X	X	X
Woodland (Twp)	X	X	X	X
Wrightstown (Twp)	X	X	X	X



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