

Chapter 4 – Plan Maintenance

4.1 Monitoring, Maintenance and Updating

The Steering Committee recognizes that in order to be effective, the *Tallahassee-Leon County Local Mitigation Strategy* must be reviewed and updated on a regular basis. To assist in this process, the LMS Committee has developed the following procedures:

1. The Steering Committee will meet annually to review the local mitigation strategy and ensure it is current and reflects changing conditions within the community. This should provide adequate time to incorporate any needed revisions prior to the next grant cycle. The Steering Committee will meet earlier or on a more frequent basis if needed, such as in a post-disaster environment.
2. The review of the local mitigation strategy will include:
 - a. Deletion of completed projects and/or programs;
 - b. Identification of new mitigation initiatives;
 - c. Evaluation of the impact of recommended changes to city and/or county plans and ordinances identified during the local mitigation process; and
 - d. Evaluation of any changes in the hazard identification and vulnerability assessment.
3. As needed, additional public and private sector interests will also be invited to participate in the review. Changes recommended by the Steering Committee will be forwarded to the Tallahassee-Leon County Planning Department and to Leon County Emergency Management for consideration. The Tallahassee-Leon County Planning Department, as coordinators for the LMS process, will forward recommended revisions to the City and County Commissions for final review and determination of action.

Additionally, an annual Status Report will be prepared by the City of Tallahassee's Stormwater Management Division. This report will contain a report on the current status of each mitigation initiative, including progress towards the achievement of the initiatives purpose and new developments or programs impacting the implementation of the initiative.

LMS Committee meetings, annual review of the plan, continued public involvement and the annual Status Report provided by the City of Tallahassee Stormwater Management Division will all be integral in compiling a comprehensive update to the Local Mitigation Strategy in 2015. It is expected that the update process will take approximately one year to complete and will require LMS Committee members, local officials, and community members to actively participate in the update process by providing information and reevaluating LMS content.

4.2 Incorporations with other Planning Mechanisms

The following section details past and future efforts to integrate the LMS with other local planning mechanisms.

a. Tallahassee-Leon County Comprehensive Plan

The Comprehensive Plan serves as the planning document that guides development in both the City of Tallahassee and Leon County. In 2007, amendments to the Comprehensive Plan resulted in the addition of new policies and objectives based on mitigation initiatives contained in the LMS and recommendations of the LMS Committee. The Intergovernmental Coordination Element was amended to incorporate policies describing the role and function of the LMS Committee. The Conservation Element was amended to incorporate policies to increase wildfire mitigation efforts, a promoted through the LMS. Policies and objectives in the Land Use Element were amended to incorporate goals and actions prescribed in the LMS Prioritized Mitigation Initiatives List. Lastly, the Glossary was amended to add the terms ‘hazard’ and ‘hazard mitigation’ to the language and terms within the Comprehensive Plan. A full listing and description of policies and objectives incorporated into the Comprehensive Plan can be found in Technical Appendix J.

The LMS will continue to be integrated into the Comprehensive Plan in terms of policies governing land uses or infrastructure that may be at significant risk (e.g. through the Future Land Use or the Utilities Elements) and in terms of community priorities for investment, i.e., the Capital Improvements Element.

b. Leon County Comprehensive Emergency Management Plan

The LMS Committee and staff will continue to work with staff from the Leon County Sheriff’s Office to ensure policies, programs, mitigation plan and mitigation actions are consistent between the *Tallahassee-Leon County Local Mitigation Strategy* and the Leon County Comprehensive Emergency Management Plan

c. City of Tallahassee Stormwater Management Plan

The *Tallahassee-Leon County Local Mitigation Strategy* serves as the Stormwater Management Plan for the City of Tallahassee. The current LMS update will continue to serves as the City of Tallahassee Stormwater Management Plan and as part of the maintenance requirements for the Community Rating System (CRS), the City’s Stormwater Management Division will continue to produce an annual report on the status of the LMS and the list of prioritized mitigation initiatives.

d. City of Tallahassee Land Development Code

As discussed in Section 3.2, floodplain management regulations have been incorporated into the City of Tallahassee Land Development Code based on flood mitigation initiatives in the LMS and FEMA requirements. Mitigation initiatives included in the LMS will continue to be a consideration during the amendment of existing ordinances and regulations, and in drafting new ordinances and regulations for inclusion in the City of Tallahassee Land Development Code.

e. Leon County Land Development Code

As discussed in Section 3.2, floodplain management regulations have been incorporated into the Leon County Land Development Code based on flood mitigation initiatives in the LMS and FEMA requirements. Mitigation initiatives included in the LMS will continue to be a consideration during the amendment of existing ordinances and regulations, and in drafting new ordinances and regulations for inclusion in the Leon County Land Development Code.

f. City of Tallahassee Capital Improvement Projects

Previously, prioritized mitigation initiative #11 included current flood-related capital improvement projects as an important mitigation action for addressing flood-related hazards in the City of Tallahassee. In the 2010 LMS update, prioritized mitigation initiative # 9 includes continuing and newly identified flood-related capital improvement projects as an important mitigation action for addressing flood-related hazards in the City of Tallahassee. Capital improvement projects identified by the City of Tallahassee will continue to be incorporated into future updates to the LMS.

g. Leon County Capital Improvement Projects

Previously, prioritized mitigation initiative #11 included current flood-related capital improvement projects as an important mitigation action for addressing flood-related hazards in the Leon County. In the 2010 LMS update, prioritized mitigation initiative # 9 includes continuing and newly identified flood-related capital improvement projects as an important mitigation action for addressing flood-related hazards in the Leon County. Capital improvement projects identified by the Leon County will continue to be incorporated into future updates to the LMS.

4.3 Public Participation

The LMS Committee acknowledges that public participation is an important part of the plan maintenance and update processes for the local mitigation strategy. All LMS Committee meetings are publicly noticed by both the City of Tallahassee and Leon County Public Information offices. Implementation of the Strategy via capital projects or grant requests requires City or County commission approval (at minimum as part of the local government budgeting process, or more routinely as a separate action) and therefore is subject to public comment. Implementation of the Strategy via changes in public policy, such as through the local comprehensive plan or ordinance typically undergo several (noticed) public hearings before being considered for adoption. In sum, planning and implementation are subject to significant public review.

Separately from the publicly noticed annual meeting of the Steering Committee (which is required by the bylaws), at least one public meeting will be noticed and held annually to solicit further input on changes to the LMS or its planning procedures. This meeting may be held in conjunction with a commission workshop or with a scheduled agenda item regarding LMS activities before either the City or the County commission.

To encourage public participation and increase community knowledge regarding the current LMS update and related planning processes, a copy of the 2010 LMS update will also be maintained on the Disaster Planning webpage on the City of Tallahassee website (www.talgov.com). A draft copy of the 2010 LMS update was added to the website prior to the public meeting on June 11, 2009 to give the community time to review the draft document and attend the meeting with questions and suggestions for revisions. After the 2010 update to the LMS has been approved and adopted by both the City and County Commissions, the final version will be added to the webpage. In addition to public notification for all LMS Committee meetings, making the 2010 LMS document available to the public online allows a broader proportion of the population the opportunity to participate in the LMS planning process. Even if community members are unable to attend the annual public meetings or other LMS Committee meetings, citizens can contact TLCPD staff via an e-mail link on the webpage or by telephone through the number listed on the webpage with questions, concerns or comments.

Lastly, in an effort to keep the public updated on the status of mitigation initiatives promoted by the LMS, each year the annual Status Report compiled by the City of Tallahassee's Stormwater Management Division will be added to the Disaster Planning webpage. This report will contain a report on the current status of each mitigation initiative, including progress towards the achievement of the initiatives purpose and new developments or programs impacting the implementation of the initiative.