

6. Plan Maintenance

This chapter provides a formal process to ensure that the City of Colorado Springs Pre-Disaster Mitigation Plan Update 2010 will remain an active and relevant document. The Plan maintenance process includes a method and schedule for all participating jurisdictions to participate in the process of monitoring, evaluating, and updating the Plan. This chapter also discusses the incorporation of this Plan into existing planning mechanisms and continued public involvement.

Plan Update

The previously approved plan identified plan maintenance procedures including method for monitoring, evaluating and updating the plan, implementing the plan through existing programs, and continued public involvement. The plan maintenance procedures identified in this 2010 Update are similar to the 2005 plan, yet incorporate a slightly more detailed approach.

6.1 Monitoring, Evaluating, and Updating the Plan

FEMA Requirement

44 CFR Requirement §201.6(c)(4): The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

EMAP Standard

Standard 4.4.3: The program shall have a process to monitor overall progress of the mitigation strategies, documenting completed initiatives and quantifying the resulting reduction of limitation of hazard impact in the jurisdiction.

Plan Monitoring and Evaluating

Members of the City of Colorado Springs Planning Subcommittee (Planning Subcommittee) discussed and approved the plan maintenance procedures described in this chapter. The process outlined in this section meets the intent of EMAP Standard 4.4.3 by providing a clear monitoring process that documents progress prior to the next update. As in the 2005 PDMP, the City of Colorado Springs Office of Emergency Management will serve as the primary point of contact and will coordinate all local efforts to monitor, evaluate, and update the plan. The City of Colorado Springs will be responsible for implementing their specific mitigation actions and reporting on the status of these actions to the Office of Emergency Management. The 2005 PDMP



described the general process for monitoring and evaluating the plan. This 2010 update provides more detail as to how the plan will specifically be monitored including timing, responsibilities, and forms.

After this plan update is approved, the Planning Subcommittee is still engaged as the Mitigation Subcommittee. The Mitigation Subcommittee agrees to meet annually to evaluate the implementation of the City of Colorado Springs Pre-Disaster Mitigation Plan. The Office of Emergency Management is responsible for scheduling these meetings.

The purpose of the meetings will be the following:

- Report on usefulness of the plan and the progress on mitigation actions
- Report on any input received from the public
- Discuss hazard events and observations
- Report on how the plan has been incorporated into other planning mechanisms
- Discuss mitigation issues and ideas
- Work to secure funding and identify multi-objective, cost-share, and other opportunities for partnerships
- Discuss how to keep the attention of community leaders and the public on hazard mitigation problems and opportunities
- Discuss new sources for data to improve future updates
- Make recommendations on specific updates to the Plan

The Office of Emergency Management will email the Mitigation Project Progress Report (included in Appendix D) to each agency responsible for actions in the Plan two weeks prior to the scheduled meetings. These progress reports serve as criteria by which the mitigation strategy may be evaluated. During the meeting, the group will review and discuss their progress and how they have utilized the Plan.

Once a year, the Office of Emergency Management will also email the Mitigation Plan Annual Review Questionnaire to the Mitigation Subcommittee and will summarize these reports into an annual Mitigation Plan Progress Report, which will be incorporated into the Office of Emergency Management Annual Report to the City Council. After considering the findings of the submitted progress reports, the Mitigation Subcommittee may request that the implementing department or agency meet to discuss project conditions. Should review of the Plan warrant changes to the PDMP prior to the five-year update cycle, a notice and revised document will be provided to the City Council, the State and FEMA following the review and update.

Plan Update Process

The 2005 PDMP suggested that the plan update process occur every 2-3 years. For this update, the Director for the Office of Emergency Management will initiate a five-year plan update process within the time necessary to ensure that the current Plan does not expire before the updated plan is approved. The schedule will be sufficient to allow for the contracting for technical or professional services (if necessary); state and FEMA reviews; revisions, if necessary, based on FEMA review comments; and the adoption procedures of the participating jurisdictions. The Director for the Office of Emergency Management will coordinate the participation of the jurisdictions. The updated plan will meet FEMA's requirements and do the following:



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- Consider changes in vulnerability due to action implementation
- Document areas where mitigation actions were or were not effective
- Incorporate new data or studies on hazards and risks
- Incorporate new capabilities or changes in capabilities
- Incorporate growth and development-related changes to inventories
- Incorporate new action recommendations or changes in action prioritization

The Mitigation Subcommittee will also meet after a disaster to focus on the following items:

- Identify potential mitigation projects, particularly those eligible for mitigation grant programs if available
- Evaluate effectiveness of existing mitigation projects
- Reassess hazard profiles and vulnerability

Updates to the plan will be accomplished through written changes and submissions incorporated by the City of Colorado Springs Office of Emergency Management and as approved by the Colorado Springs City Council.

6.2 Incorporation into Existing Planning Mechanisms

FEMA Requirement

44 CFR Requirement §201.6(c)(4)(ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.

EMAP Standard

Standard 4.4.2: The mitigation program provides technical assistance consistent with the scope of the program such as implementing building codes, fire codes and land-use ordinances.

Original 2005 PDM Plan

The 2005 PDM Plan for the City of Colorado Springs established several mitigation actions aimed at strengthening multi-agency or departmental coordination while building upon the disaster resiliency of the city. Since the adoption of that plan, the City of Colorado Springs has made great strides, as documented in the 2005 mitigation action status report in Appendix C. One of the actions identified in the 2005 plan was to *capitalize on and leverage existing programs, processes, procedures, organizations, agencies and other elements in executing a comprehensive Pre-Disaster Mitigation Program*. Since 2005, The City of Colorado Springs has championed many efforts in this regard, including wildfire mitigation programs, creating a stormwater enterprise for drainage and flood control projects, and working closely with Pikes Peak Regional Building Department to raise the city's CRS rating. The OEM staff also initiated meetings with several departments within the city to begin inventorying the city's resources. Since the 2005 plan was adopted, the OEM and a mitigation subcommittee met on numerous occasions to track relevance and performance of the identified actions, and to shift focus when necessary depending on priorities, budget, and



risk. The OEM prepared annual reports to the City of Colorado Springs that included strategic priorities and inter-agency and stakeholder collaboration for mitigation and preparedness efforts.

Plan Update

The City of Colorado Springs Director for the Office of Emergency Management, with support and guidance provided by the Mitigation Committee, will work with the responsible agencies to incorporate this plan into the following existing planning mechanisms (and future updates of these mechanisms) where possible:

- City of Colorado Springs Comprehensive Plan
- City of Colorado Springs Community Wildfire Protection Plan (expected completion June 2010)
- City of Colorado Springs Catastrophic Incident Plan
- City of Colorado Springs Emergency Operations Plan
- Evacuation Plans
- Building Codes
- Site Plan Review
- Zoning, subdivision, and floodplain ordinances
- Capital improvement plan and City budgets
- Economic Development Plans
- Urban Renewal Plans
- Historic Preservation Plans
- Other plans and policies outlined in the Capability Assessment (Section 4.18)

Incorporation of Plan elements into existing planning mechanisms will require coordination between the Office of Emergency Management and the staff of the department responsible for drafting the plan document. This will ensure that the relevant elements of this Plan are taken into consideration. Incorporation of this Plan into other planning mechanisms was specifically addressed in the mitigation strategy as action number *B-2: Develop a strategy to integrate the PDM plan with the City's strategic plan and other long-term planning documents.*

These guidelines for incorporating existing planning mechanisms meet the EMAP Standard 4.4.2 by clearly outlining the strategy for integration.

6.3 Continued Public Involvement

FEMA Requirement

44 CFR Requirement §201.6(c)(4)(iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.



The process outlined in the 2005 PDMP for continued public involvement still applies. This 2010 update provides more detail in how those concepts will be accomplished. The Mitigation Subcommittee is committed to identifying additional opportunities to raise community awareness about the plan and mitigation efforts in the City of Colorado Springs. This section complies with EMAP Standard 4.4.4 by addressing an education and outreach strategy. The plan document will be posted on the webpage of the City of Colorado Springs Office of Emergency Management. The website will contain an e-mail address and phone number to which people can direct their comments or concerns.

The Office of Emergency Management will present an update of the plan's progress in the annual report to City Council. This report will be available to the public and will include a section on local hazard mitigation planning (or similar).

The Office of Emergency Management and other members of the Mitigation Subcommittee will also identify opportunities to raise community awareness about the Plan and the hazards that affect the City of Colorado Springs. This effort could include attendance and provision of materials at city or county events, school-sponsored events, activities of the fire protection districts, through the Red Cross, events through other organizations, or by public mailings.

Any public comments received about the plan will be collected by the Office of Emergency Management and included in the Annual Plan Progress Report. During the plan update process, the Office of Emergency Management will develop a schedule for the public to submit comments to be considered for incorporation into the plan, as appropriate. All public comments will be attached as an appendix to plans that are submitted for approval by the State and FEMA.