

SECTION 3: PLANNING PROCESS

INTRODUCTION

This section includes a description of 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.

To ensure that the Plan met the requirements of the DMA 2000, an approach to the planning process and plan documentation was developed to achieve the following goals:

1. The Plan will be multi-jurisdictional and consider all natural hazards facing Onondaga County, thereby satisfying the natural hazards mitigation planning requirements specified in DMA 2000. In addition to Onondaga County, thirty-four (34) municipal jurisdictions, and one special purpose district have elected to participate in the planning process, consisting of:

Towns		Villages	
Town of Camillus	Town of Lysander	Village of Baldwinsville	Village of Manlius
Town of Cicero	Town of Onondaga	Village of Camillus	Village of Marcellus
Town of Clay	Town of Pompey	Village of East Syracuse	Village of Minoa
Town of DeWitt	Town of Salina	Village of Elbridge	Village of North Syracuse
Town of Elbridge	Town of Skaneateles	Village of Fabius	Village of Skaneateles
Town of Fabius	Town of Spafford	Village of Fayetteville	Village of Solvay
Town of Geddes	Town of Tully	Village of Jordan	Village of Tully
Town of Lafayette	Town of Van Buren	Village of Liverpool	Cities
Town of Manlius		Special Purpose Districts	City of Syracuse
Town of Marcellus		Onondaga County Water Authority	

In addition to the county and municipal participants, the following non-municipal local governments have participated in the planning process and will adopt it pursuant to the requirements of 44 CFR 201.6, including:

- Onondaga County Water Authority

2. The Plan will be developed following the process outlined by DMA 2000, FEMA regulations, and FEMA and NYSEMO guidance. Following this process will ensure all the requirements are met and support Plan review.

The Onondaga County Multi-Jurisdictional HMP was written using the best available information obtained from a wide variety of sources. Throughout plan development, a concerted effort was made to gather information from participating municipal and county agencies and staff as well as stakeholders, federal and state agencies, and the residents of the County. The Planning Committee solicited information from local agencies and individuals with specific knowledge of certain natural hazards and past historical events, as well as considering planning and zoning codes, ordinances, and other recent planning decisions. The natural hazard mitigation strategies identified in this plan have been developed through an extensive planning process involving county and local agencies, municipal officials and staff, and Onondaga County residents.

This section of the Plan describes the mitigation planning process, including (1) Preparing to Plan; (2) Planning Partnership – Organization and Activity; (3) Stakeholder and Public Outreach and Involvement; (4) Coordination with Existing Mitigation Efforts and Programs; (5) Integration of Existing Data, Plans, and Information; and (5) Continued Public and Stakeholder Involvement.

HAZARD MITIGATION IN ONONDAGA COUNTY – PREPARING TO PLAN

Many parties supported preparation of this plan; the Steering Committee, Planning Committee and other stakeholders. This planning process does not represent the start of hazard risk management in the County; rather it is part of an ongoing process that various State, County and local agencies and individuals have continued to embrace.

Various regional, county and local agencies and governments have been involved in natural hazard risk assessment, mitigation planning and project activities, prior to and/or unrelated to the current planning effort. Such activities provide a strong foundation for subsequent efforts, and an awareness and understanding of the need for and benefits of mitigation planning across a broad range of regional, county and local governments and stakeholders. Several examples of such activities are presented here.

- All but one jurisdiction in the County participate in the National Flood Insurance Program, and manage their floodplains according to the requirements of participation in that program.
- Onondaga County established a County Flood Hazard Advisory Committee to address regional flooding issues and develop coordinated responses.
- Regional planning efforts, such as the “Management Strategy for Oneida Lake and Its Watershed”, prepared by the Central New York Regional Planning and Development Agency, have incorporated hazard risk management.
- The Town of Manlius, Villages of Fayetteville, Manlius and Minoa, the Kirkville Fire Company and the East-Syracuse-Minoa and Fayetteville-Manlius School Districts conducted a Hazards-New York (HAZNY) exercise in October, 2003.
- Town of Clay Multi-Hazard Mitigation Plan: The Town of Clay prepared a Multi-Hazard Mitigation Plan that was approved by FEMA in July 2006. This plan included the hazards of Severe Storm (wind), Severe Winter Storm (snow), Ice Storm, Extreme Temperatures, Fire (urban and wild) and Infestation (primarily disease-carrying mosquitoes).
- The Onondaga County Office of Emergency Management performs an annual hazard & vulnerability analysis of natural, man-made and technological hazards, using a product developed by Kaiser-Permanente
- Municipal and private property owners throughout the County have taken advantage of Federal and State funding sources to perform mitigation on hazard prone structures and infrastructure.
- Onondaga County applied for, and received, Federal mitigation grant funding for the preparation of this Plan.

PLANNING PARTNERSHIP - ORGANIZATION AND ACTIVITY

This section of the Plan identifies how the planning process was organized with the many “planning partners” involved, and outlines the major activities that were conducted in the development of this Plan.

Organization of Planning Partnership

On August 21, 2007, the Onondaga County Executive was notified by NYSEMO that their application for an All-Hazard Mitigation Planning grant under FEMA’s Hazard Mitigation Grant Program (HMGP Project # 1665-0007) was approved. The Onondaga County Legislature assigned the Syracuse-Onondaga County Planning Agency (SOCPA) with the responsibilities of managing the project and grant administration.

Through an open bid process, SOCPA selected a contract planning consultant (Tetra Tech, Inc. - Rockaway, NJ). A contract between Tetra Tech and Onondaga County was executed in July, 2008. The contract consultant, was tasked with:

- Assisting with the organization of a Steering and Planning Committee
- Assisting with the development and implementation of a public and stakeholder outreach program
- Data collection
- Facilitation and attendance at meetings (planning committee, stakeholder, public and other)
- Identification of the hazards of concern, and hazard profiling and risk assessment
- Assistance with the development of mitigation planning goals and objectives
- Assistance with the screening of mitigation actions and the identification of appropriate actions
- Assistance with the prioritization of mitigation actions
- Authoring of the Draft and Final Plan documents

In May, 2008, the SOCPA notified all thirty-five municipalities and the Onondaga Nation Territory of the pending planning process and invited them to formally participate. Municipalities were asked to formally notify the county of their intent to participate (via a Letter of Intent) and to identify a planning point of contact to serve on a Planning Committee and represent the interests of their respective community.

It is noted that the municipal Letter of Intent to Participate in the Onondaga County Multi-Jurisdictional All-Hazards Mitigation Plan included language authorizing the SOCPA and the Onondaga County Hazard Mitigation Steering Committee to “guide and direct this planning process, perform certain parts of the planning process, and prepare certain parts of the plan document on [their] behalf”. As such, this planning effort was organized generally according to the “Combination Model” identified in FEMA 386-8, “Multi-Jurisdictional Mitigation Planning”.

A Planning Committee was assembled to represent each of the municipal “local governments” participating in the Plan, consisting of all members of the Steering Committee, and at least one representative from each of the **thirty-four (34)** participating municipalities and one special purpose district (OCWA).

The Planning Committee was charged with the following:

- Represent their jurisdiction throughout the planning process;

- Establish Plan development goals;
- Establish a timeline for completion of the Plan;
- Ensure that the Plan meets the requirements of DMA 2000 and FEMA and NYSEMO guidance;
- Solicit and encourage the participation of regional agencies, a range of stakeholders, and citizens in the Plan development process;
- Assist in gathering information for inclusion in the Plan, including the use of previously developed reports and data;
- Organize and oversee the public involvement process;
- Identify, develop and prioritize appropriate mitigation initiatives.
- Review, amend and approve all sections of the Plan;
- Develop and author the jurisdictional annex for their jurisdiction;
- Develop, revise, adopt, and maintain the Plan.

It is noted that the Letter of Intent to Participate identifies the above “Planning Partner Expectations” as serving to identify those activities comprising overall participation by jurisdictions throughout the planning process. It is not meant, however, to serve as an explicit determinant of jurisdictional participation. It is recognized that the jurisdictions in Onondaga County have differing levels of capabilities and resources available to apply to the planning process, and further have differing exposure and vulnerability to the natural hazard risks being considered in this Plan. It was Onondaga County’s intent to encourage participation by all inclusive jurisdictions, and to accommodate their specific needs and limitations while still meeting the intents and purpose of Plan participation. Such accommodations have included the establishment of a Steering Committee and engaging a contract consultant to assume certain elements of the Planning process on behalf of the jurisdictions, and to provide additional and alternative mechanisms to meet the purposes and intent of mitigation planning.

Ultimately, jurisdictional participation is evidenced by a completed annex (chapter) of the Plan wherein the jurisdiction has identified their planning points of contact, evaluated their risk to the hazards of concern, identified their capabilities to effect mitigation in their community, and identified and prioritized an appropriate suite of mitigation initiatives, actions, and projects to mitigate their natural hazard risk; and eventually by the adoption of the Plan via resolution.

Table 3-1 shows the current municipal members of the Planning Committee, at the time of this Plan’s publication. Please note that while Steering Committee members are also part of the overall project Planning Committee, the list below only identifies those Planning Committee members representing participating municipalities or the one participating special purpose district (OCWA). Steering Committee members are identified in Table 3-2.

Table 3-1. Planning Committee Members (Municipal Representatives Only)

Organization	Name – Primary, Secondary	Title – Primary, Secondary
City of Syracuse	Robert W. Bratt, John Antczak	Deputy Fire Chief, Safety Manager
Town of Camillus	Mark Pigula, Mary Ann Coogan	Highway Supt., Supervisor
Town of Cicero	Joseph Snell, Chet Dudzinski	Police Chief, Supervisor
Town of Clay	Mark Territo, Thomas Weaver	Commissioner of Planning & Development, Highway Supt.
Town of DeWitt	Eugene Conway, Brian Maxwell	Police Chief, Highway Supt.
Town of Elbridge	Robert Herrmann, Jr.*, Kenneth Bush, Jr.	Code Enforcement, Supervisor
Town of Fabius	Melanie Vilardi, Peggy Riker	Supervisor, Clerk

Organization	Name – Primary, Secondary	Title – Primary, Secondary
Town of Geddes	Manny Falcone, E. Robert Czaplicki	Councilman, Supervisor
Town of LaFayette	Tom Bailey, Greg Scammell	Councilman, Supervisor
Town of Lysander	Barry Bullis, N/E	Supervisor, N/E
Town of Manlius	David Tessier*, Mark Tetley	Planning, Supervisor
Town of Marcellus	Daniel Ross, William Reagan*	Supervisor, Code Enforcement
Town of Onondaga	Ron Ryan*, Dick Walters	Code Enforcement Officer, Highway Supt.
Town of Otisco	DNP	DNP
Town of Pompey	Carol Marsh, Tom Purcell	Supervisor, Highway Dep't.
Town of Salina	Bernie English*, Jason Perkins	Code Enforcement, N/E
Town of Skaneateles	Phil Tierney, Debbie Williams*	Supervisor, Code Enforcement
Town of Spafford	Ken Lieberman, Webb Stevens*	Councilman, Deputy Town Supervisor; Supervisor
Town of Tully	Ralph Lamson*, N/E	Code Enforcement, N/E
Town of Van Buren	Claude Sykes, David Pringle*	Supervisor, Code Enforcement
Village of Baldwinsville	Joe Saraceni, Tim Baker	Mayor, Village Engineer
Village of Camillus	Kurt Brunger, Scott Binns	Mayor, Fire Chief
Village of East Syracuse	Danny Liedka, Ronald Russell, III	Mayor, DPW Supt.
Village of Elbridge	Robert Herrmann, Jr.*, Robert E. Conlan	Code Enforcement, Deputy Mayor
Village of Fabius	Melanie Vilardi, N/E	Supervisor (Town), N/E
Village of Fayetteville	Mark Olson, Lisa DeVona	Mayor, Dep. Clerk/Treasurer
Village of Jordan	Fred DiRisio, Robert G. Hermann*	Superintendent of Public Works, Code Enforcement Officer
Village of Liverpool	Nicholas Kochan, Marlene Ward	Trustee, Mayor
Village of Manlius	John Maher, David Tessier*	DPW Supt., Planning (Town)
Village of Marcellus	Mary Moran, Mike Plochocki	Planning Board, Mayor
Village of Minoa	Richard Donovan, William Brazill	Mayor, Trustee
Village of North Syracuse	Gary Wilmer, Diane Browning	DPW Supt., Mayor
Village of Skaneateles	H. Lloyd Perkins, Bob Lotkowitz, P.E.	Police Chief, Dir. of Municipal Operations
Village of Solvay	Kathy Marinelli, N/E	Mayor, N/E
Village of Tully	Elizabeth Greenwood, Theresa Flaherty	Mayor, Trustee

DNP = Did Not Participate N/E = Not Established

Note: The Planning Committee presented in this table represents the current members at the time of publication of this draft Plan. Various other departments within each participating jurisdiction may also have contributed to the development of this Plan.

* Indicates NFIP FPA for this community

To facilitate plan development, SOCPA with support from their contract consultant, developed a Steering Committee to provide guidance and direction to the planning effort, and to ensure the resulting document will be embraced both politically and by the constituency within the planing area.

The Steering Committee was charged with:

- Providing guidance and overseeing the planning process on behalf of the general planning partnership.
- Attending and participating in Steering Committee meetings.
- Assisting with the development and completion of certain planning elements, including:
 - Identification of “Hazards of Concern”

- Public and Stakeholder Outreach
- Mitigation Planning Goals and Objectives
- Identification and screening of appropriate mitigation strategies and activities.
- Reviewing and commenting on plan documents prior to submission to NYSEMO and FEMA.

It is noted that prior to the general project Kick-Off meeting, a more limited Steering Committee was assembled to initiate the planning process and assist with overall project administration and the formation of the full Steering Committee.

Table 3-2 identifies the Steering Committee members for this planning effort.

Table 3-2. Steering Committee Members

Name	Title	Organization
Don Jordan	Director	SOCPA
Megan Costa	Planning Services Manager	SOCPA
William H. Meyer	Member	OC Legislature
Peter P. Alberti	Commissioner	OC Office of Emergency Management
Joe Rinefield	Director of Planning	OC Office of Emergency Management
Jeff Till	Public Health Engineer	OC Dep't. of Environmental Health
David Coburn	Director	OC Office of the Environment
Patty M. Pastella, PE	Commissioner	OC Dep't. of Water Environmental Protection
James M. Renk	Maintenance Superintendent	OC Dep't. of Water Environmental Protection
Brian Donnelly	Commissioner	Onondaga County DOT
Glen Ireland	Onondaga County DOT	Onondaga County DOT
Anthony Geiss	Deputy Director	Onondaga County Water Authority
Michael E. Hooker	Executive Director	Onondaga County Water Authority
David E. Fitch	Administrative Director	Metro Water Board
Michael Ryan	Commissioner	City of Syracuse Water Department
Jeff Wright	Commissioner	City of Syracuse Department of Public Works
John Hudson	Engineer	City of Syracuse Department of Public Works
Richard Brazell	Regional Director	NYS Department of Environmental Conservation
Woody Ericson	Regional Staff	NYS Department of Environmental Conservation
Mark Burger	Program Manager	Skaneateles Lake Watershed Ag Program
	Interim Executive Director	OC Soil & Water Conservation District
Jeff Carmichael (since ret.)	Executive Director	OC Soil and Water Conservation District
Mark Burger	Interim Director	OC Soil and Water Conservation District
Howard M. Goebel, PE, PH	Canal Hydrologist	New York State Canal Corporation
Steve Eidt	Canal Engineer	New York State Canal Corporation
Jen Deshaies	Transportation Planner	Syracuse Metropolitan Transportation Council
David V. Bottar	Executive Director	Central NY Regional Planning and Development Board
Kathleen Bertucci	Environmental Planner	Central NY Regional Planning and Development Board
Darlene Kerr	President, Board of Directors	Greater Syracuse Chamber of Commerce
Victoria Ladd-DeGraff	Emergency Planner	National Grid
Bernard English	CEO (local FPA)	Town of Salina

Name	Title	Organization
Jason Perkins	CEO	Town of Salina
Robert Winter (since ret.)	Police Sergeant	Town of Manlius

Planning Partnership Activities

A summary of Planning and Steering Committee meetings held during the development of this Plan is included in Table 3-3. It must be recognized that this summary table identifies only the formal meetings held during plan development, and does not reflect the larger universe of planning activities conducted by individuals and groups throughout the planning process. In addition to these meetings there was a great deal of communication between Planning Committee members through electronic mail (email), by phone, and via a secure collaborative web site. The consultant established the secure, collaborative website for the sharing of information and data amongst the Planning Committee. The County and local planning participants, NYSEMO, and interested stakeholders were provided with access. This site was designed to facilitate the sharing of data and information, post notices, and helped maintain communication between all plan participants.

After completion of the Plan, implementation and ongoing maintenance will become a function of the Planning Committee. The Planning Committee will review the Plan and accept public comment as part of an annual review and as part of the five year mitigation plan update.

Table 3-3 presents a summary of the planning partnership efforts implemented during the development process for this Plan, as well as key milestones in the Plan's development. It also identifies which DMA 2000 requirements the activities satisfy.

Table 3-3. Summary of Planning Partnership Activities and Project Milestones

Date	Activity/ DMA 2000 Requirement	Description of Activity	Participants
October 25, 2003	3a, b	Hazard Analysis Meeting/Report	Town of Manlius, Village of Fayetteville, Village of Manlius, Village of Minoa, Kirkville Fire Company, East Syracuse-Minoa School District, Fayetteville-Manlius School District
August 2007	N/A	FEMA notifies NYSEMO of HMGP grant award to Onondaga County	N/A
12/5/07	N/A	Onondaga County Legislature – A motion (carried) was made to amend the 2008 County Budget to accept funds from the Federal Emergency Management Agency (FEMA) for the preparation of an Onondaga County Hazard Mitigation Plan, and authorizing the County Executive to enter into contracts.	Onondaga County Legislature
3/3/08	2	Meeting with the SOCPA and interim Steering Committee to initiate project, discuss project administration, establish a preliminary timeline, and identify resources	Megan Costa and Don Jordan, SOCPA; Joe Rinefierd, OCOEM; Jonathan Raser (Tetra Tech)
May 2008	1c, 2	Interested jurisdictions submit to SOCPA Letters of Intent to Participate in this planning process, acknowledging municipal participation requirements and identifying planning point(s) of contact.	Municipalities and SOCPA
July 2008	N/A	Contract executed with Tetra Tech	N/A

Date	Activity/ DMA 2000 Requirement	Description of Activity	Participants
9/24/08	1b, 1c, 2, 3a, 3b, 3c, 4a	PDM "Kick Off" Meeting with Planning Partnership. Complete overview of planning process, plan participant expectations, review of hazards and hazards of concern identification exercise, discussion of data needs and each municipality was provided critical facility maps and tables to review and edit as needed, discussion of public and stakeholder outreach efforts	Members of Steering Committee, Planning Committee and other municipal representatives (see Tables 3-1 and 3-2 see Appendix C), various stakeholders, NYSEMO and Tetra Tech
January 2009	1b, 5c	SOCPA develops and launches project Hazard Mitigation Planning website, including Citizens Hazard Preparedness / Public Awareness questionnaire.	SOCPA
3/24/09	1b, 3a-d	Presentation of hazard mitigation and the OC AHMP project to the Syracuse University Geography Department, through their "Hazardous Geographic Environments" (Geography 314) course.	Professor Mark Monmonier, Syracuse University, Maxwell School, Department of Geography; Syracuse University geography students; Nicole Cofrin and Jonathan Raser, TTEMI.
5/14/09	1b-c, 2, 3a-c, 4a-b, 5c	Steering Committee Meeting – Review Plan progress and update schedule; finalize Hazards of Concern; discuss municipal participation; develop public and stakeholder outreach program; develop mitigation planning mission statement, goals and objectives.	Members of the Steering Committee (see Table 3-2 and Appendix C); Ron Raymond, NYSEMO Region IV; Jonathan Raser, TTEMI
6/2/09	1c, 3a-d, 4b	Project update presented to the Onondaga Disaster Preparedness Committee at their monthly meeting. Two prior such updates, dates TBD.	Onondaga Disaster Preparedness Committee; Megan Costa, SOCPA
7/2/09	1b-c, 2, 3d-e, 4a-b, 5a-c	Steering Committee Meeting – Review Plan; receive committee comments to draft sections of Plan; review municipal participation; discuss and approve Mission Statement, Goals and Objectives; conducted a Strengths, Weaknesses, Obstacles and Opportunities (SWOO) exercise to screen a broad range of mitigation alternatives for use by planning partnership.	Members of the Steering Committee (see Table 3-2 and Appendix C); Jonathan Raser, TTEMI
8/26/09	1b	SOCPA issues press release on project to media agencies serving the Syracuse and Onondaga County region: Post-Standard, News 10, WSYR, Channel 9, Channel 3, WRVO Radio, and Syracuse New Times	SOCPA; local and regional media agencies
10/1/09	1c, 2, 4a-c, 5b	Planning Committee Meeting - Jurisdictional Annex Workshops (2 sessions)	Members of Steering Committee, Planning Committee and other municipal representatives (see Tables 3-1 and 3-2 and Appendix C), various stakeholders, NYSEMO and Tetra Tech
Oct. 2009	1c, 2, 4a-c, 5b	County and contract consultant continue to support participating jurisdictions in the completion of their annexes, particularly in the identification of appropriate mitigation initiatives.	Steering Committee, Planning Committee and other municipal representatives, stakeholders, Tetra Tech
10/26/09	1c, 2, 4b-c, 5a-c	Steering Committee Meeting – Receive committee comments to draft sections of Plan; review municipal participation; identify county and regional mitigation initiatives	Members of Steering Committee (see Table 3-2), NYSEMO

Date	Activity/ DMA 2000 Requirement	Description of Activity	Participants
11/1/09	N/A	Draft Plan submitted to NYSEMO for courtesy review.	NYSEMO
Nov. 2009	1b	Complete Draft Plan posted to County HMP website	N/A
Nov. 2009 – Feb. 2010	1b, 1c, 4b-c, 5c	Public outreach ongoing to elicit continued input to the Plan. Identification and prioritization of regional, County and local initiatives continues.	Planning partnership, stakeholders and the public
12/16/2009	1b, 1c, 4b, 5c	Meeting with Oneida Lake regional stakeholders to identify mitigation projects/initiatives	Bob DiFlorio, Marueen J. Doyle and Sam Cimilluca (CNY Waterways); Kurt Snyder (Oneida Lake Association); Russell Nemecek (OC Health); Megan Costa (OC Planning); Heather Apgar and Nicole Cofrin (Tetra Tech)
Jan. 2010	1b, 1c, 4b, 5c	All participating municipalities provided the latest version of their Annex and Plan Executive Summary, asked to review and amend as needed, print and post in their municipal offices, post on their local websites, present to their local governing bodies, and otherwise encourage public review and input.	All participating municipalities.
1/19/2010	4b	Planning process presented to the Onondaga County Council on Environmental Health and asked to provide initiatives/projects for inclusion in the Plan	Onondaga County Council on Environmental Health members; Russ Nemecek, Ilana Kanfer (OC Planning).
3/1/2010	1c, 2, 4b-c, 5a-c	Steering Committee Meeting – Receive committee comments to final sections of Plan; review municipal participation; review county and regional mitigation initiatives; determine final plan submission timeline; discuss plan adoption and implementation.	Members of Steering Committee (see Table 3-2), NYSEMO
3/1/2010	4b	Onondaga County Flood Advisory Committee meeting – project status was presented, committee discussed and provided additional information and potential projects.	Onondaga County Flood Advisory Committee; Megan Costa (OC Planning); Jonathan Raser (Tetra Tech)
March 2010	1b, 5c	SOCPA issues press release on project finalization to media agencies serving the Syracuse and Onondaga County region: Post-Standard, News 10, WSYR, Channel 9, Channel 3, WRVO Radio, and Syracuse New Times.	SOCPA; local and regional media agencies
3/30/2010	1c, 2, 4b, 4c, 5a	Plan finalization and implementation meeting for all participating municipalities	Participating municipalities; SOCPA, OCOEM and planning consultant
April 2010	All planning elements	Submit Final Plan to NYSEMO/FEMA Region II	NYSEMO, FEMA Region II

Note: Each number in column 2 identifies specific DMA 2000 requirements, as follows:

- 1a – Prerequisite – Adoption by the Local Governing Body
- 1b – Public Participation
- 1c – Multi-Jurisdictional Participation
- 2 – Planning Process – Documentation of the Planning Process
- 3a – Risk Assessment – Identifying Hazards
- 3b – Risk Assessment – Profiling Hazard Events
- 3c – Risk Assessment – Assessing Vulnerability: Identifying Assets
- 3d – Risk Assessment – Assessing Vulnerability: Estimating Potential Losses
- 3e – Risk Assessment – Assessing Vulnerability: Analyzing Development Trends
- 4a – Mitigation Strategy – Local Hazard Mitigation Goals
- 4b – Mitigation Strategy – Identification and Analysis of Mitigation Measures

- 4c – Mitigation Strategy – Implementation of Mitigation Measures
- 5a – Plan Maintenance Procedures – Monitoring, Evaluating, and Updating the Plan
- 5b – Plan Maintenance Procedures – Implementation through Existing Programs
- 5c – Plan Maintenance Procedures – Continued Public Involvement

STAKEHOLDER OUTREACH AND INVOLVEMENT

Diligent efforts were made to assure broad regional, county and local representation in this planning process. To that end, a comprehensive list of stakeholders was developed with the support of the Steering and Planning Committee. Stakeholder outreach was performed early on, and continually throughout, the planning process. In addition to “mass media” notification efforts, identified stakeholders were invited to attend the Kick-Off meeting, while key stakeholders were requested to participate on the Steering and/or Planning Committees.

The following is list of the various stakeholders that were invited to participate in the development of this Plan, along with a summary of how these stakeholders participated and contributed to the Plan. It should be noted that this summary listing can not possibly represent the universe of stakeholders that were aware of and/or contributed to this Plan, as outreach efforts were being made, both formally and informally, throughout the process by the many planning partners involved in the effort, and documentation of all such efforts is impossible. Rather, this summary is intended to demonstrate the scope and breadth of the stakeholder outreach efforts made during the development of this Plan.

Information and input provided by these stakeholders has been included variously throughout this Plan where appropriate, as identified in the references.

Federal, State and Regional Agencies

US Geological Survey –Hydrogeologist

New York State Emergency Management Office (NYSEMO) – Region IV

New York State Department of Environmental Conservation (NYSDEC) – Steering Committee members

New York State Department of Transportation

New York State Thruway Authority

New York State Canal Corporation – Syracuse Division – Steering Committee member, provided potential regional mitigation initiatives, facilitated regional awareness of project

New York Soil and Water Conservation Committee (and Disaster Subcommittee) – Steering Committee member (through Skaneateles Lake Watershed Agricultural Program), provided potential regional mitigation initiatives, facilitated regional awareness of project

Central New York Regional Planning and Development Board (representing Cayuga, Cortland, Madison, Onondaga, and Oswego Counties) – Steering Committee Member, attended Steering and Planning Committee meetings, helped develop Goals and Objectives, provided regional risk information and potential mitigation initiatives, facilitated regional awareness and input to the OC plan

Central New York Regional Transportation Authority

Syracuse Metropolitan Transportation Council (SMTC) - Steering Committee member, provided input to risk assessment and potential mitigation initiatives

American Red Cross – Onondaga-Oswego Chapter

Skaneateles Lake Watershed Agricultural Program - Steering Committee member, provided input to risk assessment and potential mitigation initiatives, facilitated regional awareness and input to project
U.S. Geological Survey – Hydrologic Data Section (Ithaca, NY) – reviewed and provided technical information for flood and land failure risk assessments, provided information on stream gaging network in region, identified potential flood mitigation initiatives

Oneida Lake Association – Provided input to plan along with regional mitigation projects/initiatives.

CNY Waterways - Provided input to plan along with regional mitigation projects/initiatives.

New York Air National Guard – 174th Fighter Wing

Onondaga County Government Agencies

Syracuse-Onondaga County Planning Agency (SOCPA) – Project county lead, Steering Committee members

Metropolitan Water Board – Steering Committee member, provided input to risk assessment and potential mitigation initiatives

Onondaga County Department of Emergency Management – Direct support to SOCPA in managing project, Steering Committee members, provided input to risk assessment and potential mitigation initiatives

Onondaga County Department of Environmental Health – Steering Committee member, provided input to risk assessment and potential mitigation projects/initiatives

Onondaga County Office of the Environment – Steering Committee member, provided input to risk assessment and potential mitigation initiatives, facilitated coordination with regional stakeholders

Onondaga County Department of Water Environment Protection (OCWEP) – Steering Committee member, provided input to risk assessment and potential mitigation initiatives

Onondaga County Department of Transportation (OCDOT) – Steering Committee member, provided input to risk assessment

Onondaga County Council on Environmental Health – Provided input to plan along with potential county-level projects/initiatives

Onondaga County Legislature – Provided representation on Steering Committee

Onondaga County Office of the Executive

Onondaga County Office of Management and Budget

Onondaga County Resource Recovery Agency (OCRRA)

Other Regional and County Agencies and Organizations

Cornell Cooperative Extension of Onondaga County

Onondaga County Soil and Water Conservation District (OCSWCD) – Steering Committee Member, identified county and regional initiatives, provided sample Stream Stream resolution for possible use in OC

Onondaga County Flood Advisory Committee - direct interaction during mitigation strategy development; provided input to plan along with potential county-level projects/initiatives

Syracuse Area Salvation Army

YMCA of Greater Syracuse

Surrounding County Agencies

Cayuga County Emergency Management Office – contacted Brian Dahl (Director of Emergency Services) to notify them of the OC planning effort and encourage regional coordination

Cortland County Emergency Management Office – conducted regular coordination of both county projects with Brenda DeRusso

Madison County Emergency Management Office – contacted Joe DiFrancisco (OEM Director) to notify them of the OC planning effort and encourage regional coordination

Oswego County Emergency Management Office – discussed both county HMP projects with Terry Bennett (Director, EM and lead for Oswego County HMP project) for coordination of regional initiatives

City of Syracuse Departments

City of Syracuse Department of Public Works
Syracuse Department of Engineering
Syracuse Water Department
Syracuse Fire Department
Syracuse Safety Manager
Syracuse Office of Planning & Sustainability

Academia

Baldwinsville Central School District
East Syracuse-Minoa Central School District
Fabius-Pompey Central School District
Fayetteville-Manlius Central School District
James-DeWitt Central School District
Jordan Elbridge Central School District
LaFayette Central School District
Liverpool Central School District
Lyncourt Union Free School District
Marcellus Central School District

North Syracuse Central Schools
Onondaga Central School District
Skaneateles Central School District
Solvay Union Free School District
Syracuse Central School District (SCSD)
Tully Central Schools
West Genesee Central School District
Westhill Central School District
Syracuse University
State University of New York (SUNY) Environmental Science and Forestry (ESF)
Jordan Elbridge Schools
LeMoyne College
Bryant & Stratton College
Empire State College, SUNY
Onondaga Community College (OCC)
Onondaga County BOCES (representing all OC school districts)

Hospitals and Health Care

R.H. Hutchings Psychiatric Center
SUNY Upstate Medical Center
Crouse Hospital
St. Joseph's Hospital Health Center
Community General Hospital
Syracuse VA Medical Center
Van Duyn Home & Hospital

Transportation

CSX (rail)
Central New York Regional Transportation Authority
City of Syracuse Department of Aviation

Utilities and Infrastructure

National Grid – Steering Committee member, attended Planning and Steering Committee meetings, provided risk assessment data, provided potential regional mitigation projects

Onondaga County Water Authority – Formal Plan Participant (as a Special Purpose District), Steering Committee members, provided input to risk assessment and potential mitigation initiatives

Onondaga County Department of Water Environment Protection (OCWEP) – Steering Committee member, provided input to risk assessment and potential mitigation initiatives

Metropolitan Water Board – Steering Committee member, provided input to risk assessment and potential mitigation initiatives

Solvay Electric

City of Syracuse Department of Public Works

Syracuse Water Department

Communications

Time-Warner Cable

Sprint

Verizon

Cornerstone Telephone Company

Northland Communications

Industrial and Commercial Interests

Greater Syracuse Chamber of Commerce – Steering Committee member

Carrier Corporation

Central New York Waterways, Inc.

Lockheed Martin

New Process Gear

P&C Grocery Stores

Penn Traffic

Wegmans Food Markets Center

PUBLIC OUTREACH AND PARTICIPATION

In order to facilitate coordination and communication between the Steering and Planning Committee and citizens, numerous methods of public outreach were conducted to inform the public of the Plan and encourage participation in the planning process. The following public outreach efforts were made during the development and review of this Plan:

- The Kick-Off meeting was public, and broadly announced and advertised through the planning partners.
- A public website (<http://www.ongov.net/Planning/haz.html>) was launched in January 2009 to inform Onondaga County residents of the planning project. The website contains information on the project, members of the Planning and Steering Committees, methods the public can participate in the planning process, and links to Onondaga County resources regarding natural hazard preparedness and mitigation. Appendix D includes screenshots of the website.
- An on-line natural hazards preparedness citizen survey was developed to gauge household preparedness that may impact the County and to assess the level of knowledge of tools and techniques to assist in reducing risk and loss of those hazards. The questionnaire asked 24 quantifiable questions about citizen perception of risk, knowledge of mitigation, and support of community programs. The questionnaire also asked several demographic questions to help analyze trends.

The questionnaire has been available on the public website since June 2009, however to date response has been limited. Appendix D summarizes public input received through the website, the online survey, and other sources.

- The Plan has been posted to the public website (<http://www.ongov.net/planning/haz.html>) for public review and comment. Beginning on July 20, 2009, available sections of the Interim Draft Plan were posted for review, specifically the County Profile (Inventory of Assets) and the Risk Assessment sections of the Plan
- A press release entitled “Onondaga County Preparing Natural Hazards Mitigation Plan” was distributed on August 26, 2009 to the following media agencies serving the Syracuse and Onondaga County region: Post-Standard, News 10, WSYR, Channel 9, Channel 3, WRVO Radio, and Syracuse New Times (see Appendix D). A press release announcing Plan finalization was issued to these same media sources in March, 2010.
- The project has been presented by members of the Steering and Planning Committees at various regularly scheduled county and local meetings to encourage awareness of the project and elicit input to the Plan, including the following:
 - Onondaga County Disaster Preparedness Committee meetings (June 2, 2009 and two prior)
 - Onondaga Council on Environmental Health (Jan. 19, 2010)
 - Onondaga County Flood Advisory Committee (March 1, 2010)
- The Draft Plan was made available in hardcopy format at the Syracuse-Onondaga County Planning Agency, along with forms for public comment. Participating municipalities were provided electronic copies of the Draft Plan, and advised to make hard copies of the Plan available at their municipal hall and/or library, to post Plan sections to their municipal website, present the Plan and planning process to their municipal governing body, and to advertise the availability of the Plan for review.

- The project was presented to the Syracuse University Geography Department, through their “Hazardous Geographic Environments” (Geography 314) course.
- Onondaga County has identified continued public outreach as a high priority mitigation initiative (see Section 9.1). Under this initiative, Onondaga County will implement a program of media releases and other public notifications regarding where the public can review the Plan and provide ongoing input, and may include additional public meetings to further promote awareness of the Plan.

COORDINATION WITH EXISTING PLANNING EFFORTS AND PROGRAMS

Local municipalities are charged with the development of local HMPs required under Section 322 of the Stafford Act by New York. Therefore, the Planning Committee coordinated the development of this HMP. In New York, Article 2B Section 23 of State Executive Law authorizes local communities to prepare local disaster plans based on the contention that local municipalities are best equipped to assess their strengths and weaknesses, opportunities, and constraints. Local governments have intimate knowledge of the local geography, and in a disaster, local government personnel are on the front lines providing personnel and equipment to support the community.

Examples of other hazard mitigation programs in which Onondaga County is involved with are the National Flood Insurance Program (NFIP) and the Hazard Mitigation Grant Program (HMGP). These programs assist the County in receiving funding for flood mitigation projects and flood insurance (this Plan can also provide funds to mitigate other natural hazards). Data from the County, based on participation in these programs, was incorporated in the risk assessment in Section 5 and used to identify mitigation options in Section 6. Continued involvement in these flood-related programs will help to administer funds and resources to support this HMP.

Hazard Mitigation Grant Program

Participation in FEMA 404 HMGP may cover mitigation activities including raising, removing, relocating or replacing structures within flood hazard areas. Onondaga County has applied for assistance through FEMA 404 HMGP for various projects, including the planning grant for the preparation of this Plan (HMGP Project # 1665-0007).

National Flood Insurance Program

Established in 1968, the NFIP provides federally-backed flood insurance to residents of communities that enact and enforce regulations that more carefully regulate development within floodplain areas. For individual property owners to be eligible to buy the federally-backed flood insurance, their property must be located within a community that participates in NFIP.

For a community to be eligible in NFIP, it must adopt and enforce a floodplain management ordinance to regulate proposed development in floodplains and officially designate a local floodplain coordinator/administrator. The intent of the program is to ensure that new construction does not exacerbate existing flood hazards and is designed to better withstand flooding. Onondaga County has enacted and enforced floodplain management ordinances as required. The community also has Flood Insurance Rate Maps (FIRM) that at a minimum show floodways, 100-year flood zones, and 500-year flood zones. All of the municipalities participating in this Plan participate in NFIP, with the exception of the Village of Solvay, who has no existing flood plains within its municipal limits.

Mitigation activities related to this program are included in the jurisdictional annexes provided in Volume II, Section 9. Data from FEMA Region II regarding NFIP Insurance Reports was used in the risk assessment for the flood hazard included in Section 5.

Table 3-4 summarizes the local NFIP Floodplain Administrators in participating municipalities in Onondaga County. The floodplain administrators in each municipality have been involved in this planning process, at minimum providing specific flood-related information and mitigation initiatives, as well as providing review and input on the planning documents.

Table 3-4. Onondaga County NFIP Floodplain Administrators

Jurisdiction	Name	Title
City of Syracuse	Carlo R. Basta	Administrative Analyst
Town of Camillus	Tom Price	Code Enforcement Officer
Town of Cicero	Wayne Dean	Director of Zoning and Planning
Town of Clay	Cindy L. Heid	Asst. Commissioner of Planning and Development
Town of DeWitt	Richard T. Robb	Commissioner, Dep't. of Building, Planning and Zoning
Town of Elbridge	Robert G. Herrmann, Jr.	Code Enforcement Officer
Town of Fabius	Lloyd Sutton	Code Enforcement Officer
Town of Geddes	Peter Albrigo	Code Enforcement Officer
Town of LaFayette	R R Lamson	Code Enforcement Officer
Town of Lysander	Owen Densk	Code Enforcement Officer
Town of Manlius	David W. Tessier	Director of Planning and Development
Town of Marcellus	William B. Reagan	Code Enforcement Officer
Town of Onondaga	Ron Ryan	Code Enforcement Officer
Town of Otisco	Georgette T. Waldau	Town Clerk
Town of Pompey	Lloyd Sutton	Code Enforcement Officer
Town of Salina	Bernard D. English	Director of Planning and Development
Town of Skaneateles	Debbie Williams	Code Enforcement Officer
Town of Spafford	Webb Stevens	Floodplain Administrator (Town Supervisor)
Town of Tully	Ralph Lamson	Code Enforcement Officer
Town of Van Buren	David J. Pringle	Code Enforcement Officer
Village of Baldwinsville	Rolf E. Beckhusen	Code Enforcement Officer
Village of Camillus	John Williams, Jr.	Code Enforcement Officer
Village of East Syracuse	Frank Stirpe	Code Enforcement Officer
Village of Elbridge	Jeff Bartoscenski	Code Enforcement Officer
Village of Fabius	Lloyd Sutton	Code Enforcement Officer
Village of Fayetteville	Richard J. Greene	Code Enforcement Officer
Village of Jordan	Robert G. Herrmann, Jr.	Code Enforcement Officer
Village of Liverpool	William B. Reagan	Code Enforcement Officer
Village of Manlius	David W. Tessier	Director of Planning and Development (Town of Manlius)
Village of Marcellus	William B. Reagan	Code Enforcement Officer
Village of Minoa	Richard Greene	Building Code Enforcement Officer
Village of North Syracuse	James A. Hotchkiss	Mayor
Village of Skaneateles	Jorge Battle	Code Enforcement Officer
Village of Solvay	TBD*	Code Enforcement Officer
Village of Tully	Ron Ryan	Code Enforcement Officer

Source: NYSDEC, as amended by municipalities

* Village of Solvay has no NFIP Special Flood Hazard Areas

Community Rating System (CRS)

The NFIP has been successful in protecting property owners who acquire flood insurance through the program from catastrophic financial losses due to flooding, and in requiring that new buildings constructed within 100-year flood plains are better protected from flood damage.

In the 1990s, the Flood Insurance Administration (FIA) established the CRS to encourage local governments to increase their standards for floodplain development. The goal of this program is to encourage communities, through flood insurance rate adjustments, to implement standards above and beyond the minimum required in order to:

- Reduce losses from floods
- Facilitate accurate insurance ratings
- Promote public awareness of the availability of flood insurance

CRS is a voluntary program designed to reward participating jurisdictions for their efforts to create more disaster-resistant communities using the principles of sustainable development and management. Currently, only one municipality in Onondaga County, the City of Syracuse, participates in CRS, however most remaining NFIP-participating communities have included a mitigation initiative to consider joining CRS. Further, Onondaga County has included a mitigation initiative to promote community involvement in the CRS program.

INTEGRATION OF EXISTING DATA AND PLANS INTO MITIGATION PLAN

The mitigation plan integrates local and federal data as discussed below.

Local Data

The Planning Committee reviewed and incorporated existing data and plans to support the mitigation plan. A number of electronic and hard copy documents were made available to support the planning process. These documents are too numerous to list below; therefore, a summary is provided. A complete listing is included in the references section of this document.

- Onondaga County Geographic Information System (GIS) data
- Documentation of past mitigation actions and grant applications
- Historic maps
- County and Local Comprehensive, Emergency and Mutual Aid Plans
- Natural Hazard Emergency Response Plans

Table 3-5 provides a record review summary matrix, identifying specific documents reviewed within each of the participating jurisdictions.

Cross-referencing this Plan when such documents are updated will need to occur and has been included as mitigation activities in the jurisdictional annexes in Volume II, Section 9.

Federal and State Data

Federal and State data was collected and used throughout the mitigation process including:

- US Census data
- HAZUS-MH provided data
- FEMA “How To” Series (386-1 to 386-4, and 386-7)
- Data from the National Oceanic and Atmospheric Administration (NOAA)
- Data from the National Weather Service
- Data from FEMA including FEMA NFIP Studies
- Public laws and other programs such as the NFIP were examined to complete this Plan.

A complete list of the existing data and plans used to support this HMP is included in the references section of this document. By incorporating data from existing programs into this mitigation plan, the County also was able to identify the relevance of mitigation planning to these existing programs. Implementation of this Plan through these existing plans is identified as a specific mitigation action in several areas in Section 6 of this Plan.

Table 3-5. Record of the Review of Existing Programs, Policies, and Technical Documents for Participating Municipalities

Existing Program/Policy/Technical Documents	Countywide *	Baldwinsville, Village	Camillus, Town	Camillus, Village	Cicero, Town	Clay, Town	DeWitt, Town	East Syracuse, Village	Elbridge, Town	Elbridge, Village	Fabius, Town	Fabius, Village	Fayetteville, Village	Geddes, Town	Jordan, Village	LaFayette, Town	Liverpool, Village	Lysander, Town	Manlius, Town	Manlius, Village	Marcellus, Town	Marcellus, Village	Minoa, Village	North Syracuse, Village	Onondaga, Town	Otisco, Town	Pompey, Town	Salina, Town	Skaneateles, Town	Skaneateles, Village	Solvay, Village	Spafford, Town	Syracuse, City	Tully, Town	Tully, Village	Van Buren, Town			
2010 Development Guide for Onondaga County (June 1998)	✓																																						
Framework for Growth in Onondaga County (June 1998)	✓																																						
Onondaga County Settlement Plan and Pilot Projects(2001)	✓																																						
Long-Range Transportation Plan – 2007 Update	✓																																						
Hazard Analysis Report – Town of Manlius, Villages of Fayetteville, Manlius, and Minoa												✓							✓	✓			✓																
Central New York Comprehensive Economic Development Strategy (2005)	✓																																						
City of Syracuse Comprehensive Plan 2025 (January 2005)																																			✓				
The Essential New York Initiative - Transforming Central Upstate to a Knowledge-Based Economy (February 2004)	✓																																						
Onondaga Creek Conceptual Revitalization Plan – Draft 3 (April 2009)																✓									✓	✓								✓					
A Management Strategy for Oneida Lake and its Watershed (September 2004)	✓				✓																																		
Managing the Water Resources	✓																																						

Existing Program/Policy/Technical Documents	Countywide *	Baldwinsville, Village	Camillus, Town	Camillus, Village	Cicero, Town	Clay, Town	DeWitt, Town	East Syracuse, Village	Elbridge, Town	Elbridge, Village	Fabius, Town	Fabius, Village	Fayetteville, Village	Geddes, Town	Jordan, Village	LaFayette, Town	Liverpool, Village	Lysander, Town	Manlius, Town	Manlius, Village	Marcellus, Town	Marcellus, Village	Minoa, Village	North Syracuse, Village	Onondaga, Town	Otisco, Town	Pompey, Town	Salina, Town	Skaneateles, Town	Skaneateles, Village	Solvay, Village	Spafford, Town	Syracuse, City	Tully, Town	Tully, Village	Van Buren, Town					
of the Oswego River Basin in Central New York (USGS Fact Sheet FS-180-99), Rev. February 2002																																									
Town of LaFayette Disaster Preparedness Plan, December 1993 (August 2003, update)																✓																									
Fayetteville Comprehensive Plan – Public Review Draft (June 2008)													✓																												
Town of Clay – Local Waterfront Revitalization Plan (April 2008, draft)						✓																																			
Town of Camillus Comprehensive Plan (December 2002)			✓																																						
Town of Cicero Comprehensive Plan Update (Final Draft, Sept. 2006)					✓																																				
Town of Marcellus Comprehensive Plan (November 2001)																						✓																			
Village of North Syracuse - Comprehensive Plan 2025 (August 2004)																								✓																	
Engineering Feasibility Study 8181 Bluffview, Manlius																				✓																					
Beartrap-Ley Creek Drainage District Study (December 2006)					✓		✓	✓												✓																					
Town of Van Buren – Planning																																								✓	

Existing Program/Policy/Technical Documents	Countywide *	Baldwinsville, Village	Camillus, Town	Camillus, Village	Cicero, Town	Clay, Town	DeWitt, Town	East Syracuse, Village	Elbridge, Town	Elbridge, Village	Fabius, Town	Fabius, Village	Fayetteville, Village	Geddes, Town	Jordan, Village	LaFayette, Town	Liverpool, Village	Lysander, Town	Manlius, Town	Manlius, Village	Marcellus, Town	Marcellus, Village	Minoa, Village	North Syracuse, Village	Onondaga, Town	Otisco, Town	Pompey, Town	Salina, Town	Skaneateles, Town	Skaneateles, Village	Solvay, Village	Spafford, Town	Syracuse, City	Tully, Town	Tully, Village	Van Buren, Town	
Reference Guide and Comprehensive Plan (May 2002)																																					
Village of Liverpool, NY Comprehensive Plan 2025 (August 2006)																	✓																				

Notes:

✓ = the Hazard Mitigation Plan consultant reviewed the program/policy/technical document

* = this document may or may not include all jurisdictions

CONTINUED PUBLIC AND STAKEHOLDER INVOLVEMENT

Onondaga County is committed to the continued involvement of the public, as detailed in Section 7, “Plan Implementation, Maintenance and Update Procedures”. This detailed public involvement plan includes the following elements:

Onondaga County has identified continued public outreach as a high priority mitigation initiative (see Section 9.1). Under this initiative, Onondaga County will implement a program of media releases and other public notifications regarding where the public can review the Plan and provide ongoing input, and may include public meetings to further promote awareness of the Plan.

The plan will continue to be posted on-line (<http://www.ongov.net/planning/haz.html>) and copies of the Plan will be made available for review during normal business hours at the Syracuse-Onondaga County Planning Agency, and at local municipal buildings. Municipal supervisors/mayors or clerks and the Onondaga County HMP Coordinator will be responsible for receiving, tracking, and filing public comments regarding this HMP. Contact information for the County is included in the Point of Contact information in the County annex of this document.

The County Hazard Mitigation Planning Coordinator (Megan Costa, Planning Services Manager, Syracuse-Onondaga County Planning Agency) is responsible for collecting and maintaining public comment and input, as provided directly to the county or through the municipal mitigation planning representatives. Contact information is:

Onondaga County Hazard Mitigation Coordinator
Syracuse-Onondaga County Planning Agency
11th Floor Civic Center
421 Montgomery Street
Syracuse, NY 13202

The public will have an opportunity to comment on the Plan as a part of the annual mitigation planning evaluation process and the 5-year mitigation plan update. The County Hazard Mitigation Planning Coordinator is responsible for coordinating the plan evaluation portion of the meeting, soliciting feedback, collecting and reviewing the comments, and ensuring their incorporation in the 5-year plan update as appropriate; however, members of the Planning Committee will assist the County Hazard Mitigation Planning Coordinator.

A notice regarding annual updates of the Plan and the location of Plan copies will be publicized annually after the Planning Committee’s annual evaluation and posted on the public web site.