

## **D Plan Approval Documentation**

The documentation of NHHSEM's Approved Pending Adoption (APA) status of the Hazard Mitigation Plan 2019, the Select Board's Certificate of Adoption, NHHSEM's Notification of Formal Approval and FEMA's Letter of Formal Approval are attached. FEMA's letter confirms and validates the State's Plan approval.

- NHHSEM Approvable Pending Adoption (APA) Notification ◇ \_\_\_\_\_ **11-01-19**
- Sutton Select Board Certificate of Adoption ◇ \_\_\_\_\_ **11-18-19**
- NHHSEM Notification of Formal Approval ◇ \_\_\_\_\_ **11-27-19**
- FEMA's Letter of Formal Approval ◇ \_\_\_\_\_ **11-27-19**

The approved regulatory checklist review provided by the NHHSEM is attached which indicates how and where the **2019 Plan** met the federal Plan requirements. The final review tool also suggests improvements for next **2024 Plan**.

- NHHSEM Local Mitigation Plan Review Tool ◇ \_\_\_\_\_ **11-27-19**

**Sutton Hazard Mitigation Plan Update 2019** lapses on **11-27-24**

**From:** [Hazard Mitigation Planning](#)  
**To:** [Stephanie Alexander](#); [bookkeeper@sutton-nh.org](mailto:bookkeeper@sutton-nh.org); [binspector@sutton-nh.org](mailto:binspector@sutton-nh.org); [Elly Phillips](#)  
**Cc:** [Chase, Julia](#); [Monastiero, Alexandre](#)  
**Subject:** Sutton, NH - Approvable Pending Adoption  
**Date:** Friday, November 1, 2019 11:45:06 AM

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Good morning,

The Department of Safety, Division of Homeland Security & Emergency Management (HSEM) has completed its review of the Sutton, NH Hazard Mitigation Plan and found it approvable pending adoption. Congratulations on a job well done!

With this approval, the jurisdiction meets the local mitigation planning requirements under 44 CFR 201 **pending HSEM's receipt of electronic copies of the adoption documentation and the final plan.**

Acceptable electronic formats include Word or PDF files and must be submitted to us via email at [HazardMitigationPlanning@dos.nh.gov](mailto:HazardMitigationPlanning@dos.nh.gov). Upon HSEM's receipt of these documents, notification of formal approval will be issued, along with the final Checklist and Assessment.

The approved plan will be submitted to FEMA on the same day the community receives the formal approval notification from HSEM. FEMA will then issue a Letter of Formal Approval to HSEM for dissemination that will confirm the jurisdiction's eligibility to apply for mitigation grants administered by FEMA and identify related issues affecting eligibility, if any. If the plan is not adopted within one calendar year of HSEM's Approval Pending Adoption, the jurisdiction must update the entire plan and resubmit it for HSEM review. If you have questions or wish to discuss this determination further, please contact me at [Kayla.Henderson@dos.nh.gov](mailto:Kayla.Henderson@dos.nh.gov) or 603-223-3650.

Thank you for submitting the Sutton, NH Hazard Mitigation Plan and again, congratulations on your successful community planning efforts.

Sincerely,

Kayla J. Henderson

**NH Department of Safety – Division of Homeland Security & Emergency Management  
Hazard Mitigation Planning**

**Hazard Mitigation Staff:**

Alexx Monastiero, State Hazard Mitigation Officer / [Alexxandre.Monastiero@dos.nh.gov](mailto:Alexxandre.Monastiero@dos.nh.gov) / (603) 223-3627

Kayla Henderson, State Hazard Mitigation Planner / [Kayla.Henderson@dos.nh.gov](mailto:Kayla.Henderson@dos.nh.gov) / (603) 223 3650

Whitney Welch, Asst. Chief of Planning / [Whitney.Welch@dos.nh.gov](mailto:Whitney.Welch@dos.nh.gov) / (603) 223-3667



## **1 PLANNING PROCESS**

The Town's Hazard Mitigation Committee reformed to rewrite the Plan into a more concise format and to incorporate the newest material required by FEMA in addition to updating the Town's newest information since **2014**. This Planning Process Chapter contains information previously available in the Introduction Chapter of the **Plan Update 2014**. Expanded public participation steps were taken and a new plan development procedure was used as documented in the Methodology section.

### **Certificate of Adoption, 2019**

Town of Sutton, NH  
Select Board  
93 Main Street  
Sutton Mills, NH 03221

#### **A Resolution Adopting the Sutton Hazard Mitigation Plan Update 2019**

WHEREAS, the Town of Sutton has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of the hazards profiled in the **Hazard Mitigation Plan Update 2019** including but not limited to flooding, high wind events, severe winter weather, and fire, resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Town of Sutton has developed and received conditional approval from the NH Homeland Security and Emergency Management (NHHSEM) for its **Hazard Mitigation Plan Update 2019** under the requirements of 44 CFR 201.6; and

WHEREAS, public and Committee meetings were held between **November 2018** through **July 2019** regarding the development and review of the **Hazard Mitigation Plan Update 2019**; and

WHEREAS, the **Plan** specifically addresses hazard mitigation strategies, and Plan maintenance procedures for the Town of Sutton; and

WHEREAS, the **Plan** recommends several hazard mitigation actions (projects) that will provide mitigation for specific natural hazards that impact the Town of Sutton with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Sutton eligible for funding to alleviate the effects of future hazards; now therefore be it

RESOLVED by Town of Sutton Select Board:

The **Hazard Mitigation Plan Update 2019** is hereby adopted as an official plan of the Town of Sutton; The respective officials identified in the mitigation action plan of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;

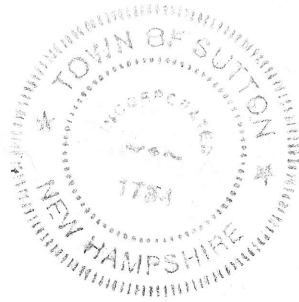
Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution; and

An annual report on the progress of the implementation elements of the Plan shall be presented to the Select Board by the Emergency Management Director or designee.

IN WITNESS WHEREOF, the undersigned have affixed their signature and the corporate seal of the Town of Sutton this 18<sup>th</sup> day of November, 2019.

ATTEST

SEAL



Town Clerk

Carol Merullo, Town Clerk

Select Board

Dane Headley, Chair

Date

Robert Wright, Jr., Selectmen

Date

William Curless, Selectmen

Date



**From:** [Hazard Mitigation Planning](#)  
**To:** [Stephanie Alexander](#); [bookkeeper@sutton-nh.org](mailto:bookkeeper@sutton-nh.org); [binspector@sutton-nh.org](mailto:binspector@sutton-nh.org); [Elly Phillips](#)  
**Cc:** [Chase, Julia](#); [Monastiero, Alexandre](#)  
**Subject:** Sutton, NH - Local Hazard Mitigation Plan - Formal Approval  
**Date:** Wednesday, November 27, 2019 2:20:30 PM  
**Attachments:** [Sutton NH Final Local Mitigation Plan Review Tool.pdf](#)

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Good afternoon,

Congratulations! The Town of Sutton's Local Hazard Mitigation Plan has received **Formal Approval** as of today, **November 27, 2019**. This State Formal Approval is based upon the New Hampshire Department of Safety, Division of Homeland Security & Emergency Management's (HSEM) determination that the community's Local Hazard Mitigation Plan successfully met the requirements of 44 C.F.R Pt. 201. A copy of the adopted plan has been submitted to the Federal Emergency Management Agency (FEMA) for their records.

Please find the Final Local Mitigation Plan Review Tool attached. The Town of Sutton will receive a copy of FEMA's Formal Approval Letter reflecting the approval date identified above within the next few weeks.

Thank you for your continued dedication to hazard mitigation!

Kayla J. Henderson

**NH Department of Safety – Division of Homeland Security & Emergency Management  
Hazard Mitigation Planning**

**Hazard Mitigation Staff:**

Alexx Monastiero, State Hazard Mitigation Officer / [Alexxandre.Monastiero@dos.nh.gov](mailto:Alexxandre.Monastiero@dos.nh.gov) / (603) 223-3627

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**FEMA**

DEC 12 2019

Alexxandre Monastiero, State Hazard Mitigation Officer  
New Hampshire Department of Safety, Homeland Security and Emergency Management  
33 Hazen Drive  
Concord, New Hampshire 03303

Dear Ms. Monastiero:

As outlined in the FEMA-State Agreement for FEMA-DR-4457, your office has been delegated the authority to review and approve local mitigation plans under the Program Administration by States Pilot Program. Our Agency has been notified that your office completed its review of the Town of Sutton, New Hampshire Hazard Mitigation Plan Update 2019 and approved it effective **November 27, 2019** through **November 26, 2024** in accordance with the planning requirements of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended, the National Flood Insurance Act of 1968, as amended, and Title 44 Code of Federal Regulations (CFR) Part 201.

With this plan approval, the jurisdiction is eligible to apply to New Hampshire Homeland Security and Emergency Management for mitigation grants administered by FEMA. Requests for funding will be evaluated according to the eligibility requirements identified for each of these programs. A specific mitigation activity or project identified in this community's plan may not meet the eligibility requirements for FEMA funding; even eligible mitigation activities or projects are not automatically approved.

The plan must be updated and resubmitted to the FEMA Region I Mitigation Division for approval every five years to remain eligible for FEMA mitigation grant funding.

Thank you for your continued commitment and dedication to risk reduction demonstrated by preparing and adopting a strategy for reducing future disaster losses. Should you have any questions, please contact Melissa Surette at (617) 956-7559 or [Melissa.Surette@fema.dhs.gov](mailto:Melissa.Surette@fema.dhs.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "For Russ Webster", is written over a horizontal line.

Captain W. Russ Webster, USCG (Ret.), CEM  
Regional Administrator  
FEMA Region I

WRW:ms

cc: Fallon Reed, Chief of Planning, New Hampshire





## LOCAL MITIGATION PLAN REVIEW TOOL

**Jurisdiction Name & State: Town of Sutton, New Hampshire 08-30-19**

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- The Regulation Checklist provides a summary of FEMA's evaluation of whether the Plan has addressed all requirements.
- The Plan Assessment identifies the plan's strengths as well as documents areas for future improvement.
- The Multi-jurisdiction Summary Sheet is an optional worksheet that can be used to document how each jurisdiction met the requirements of the each Element of the Plan (Planning Process; Hazard Identification and Risk Assessment; Mitigation Strategy; Plan Review, Evaluation, and Implementation; and Plan Adoption).

The FEMA Mitigation Planner must reference this *Local Mitigation Plan Review Guide* when completing the *Local Mitigation Plan Review Tool*.

<b>Jurisdiction:</b> <b>Town of Sutton, New Hampshire</b>	<b>Title of Plan:</b> <b>Town of Sutton, NH Hazard Mitigation Plan Update 2019</b>	<b>Date of Plan:</b> <b>08-30-19</b>
<b>Single or Multi-jurisdiction plan?</b> SINGLE		<b>New Plan or Plan Update?</b> UPDATE
<b>Local Point of Contact #1:</b> Mr. Dane Headley <b>Title [Chief Elected Official]:</b> Board of Selectmen Chair <b>Agency:</b> Town of Sutton, NH <b>Phone Number:</b> 603.927.2400 (Town Office) <b>E-Mail:</b> <a href="mailto:bookkeeper@sutton-nh.org">bookkeeper@sutton-nh.org</a> <b>Address:</b> 93 Main Street, Sutton Mills, NH 03221 (Town Office)		<b>Local Point of Contact #3:</b> Ms. Elly Phillips <b>Title:</b> Town Administrator <b>Agency:</b> Town of Sutton, NH <b>Phone Number:</b> 603.927.2403 (Town Office) <b>E-Mail:</b> <a href="mailto:townadmin@sutton-nh.org">townadmin@sutton-nh.org</a> <b>Address:</b> 93 Main Street, Sutton Mills, NH 03221 (Town Office)
<b>Local Point of Contact #2:</b> Mr. Matthew Grimes <b>Title:</b> Emergency Management Director <b>Agency:</b> Town of Sutton, NH <b>Phone Number:</b> 603.731.6273 (cell) <b>E-Mail:</b> <a href="mailto:binspector@sutton-nh.org">binspector@sutton-nh.org</a> <b>Address:</b> 2 North Road, North Sutton, NH 03260 (Fire Station/EOC)		<b>Town Website:</b> <a href="https://www.sutton-nh.org/">https://www.sutton-nh.org/</a>
<b>Plan Developer Point of Contact:</b> Ms. Stephanie Alexander <b>Title:</b> Senior Planner <b>Agency:</b> Central New Hampshire Regional Planning Commission (CNHRPC) <b>Phone Number:</b> 603.226.6020 <b>E-Mail:</b> <a href="mailto:salexander@cnhrpc.org">salexander@cnhrpc.org</a> ♦ <b>Website:</b> <a href="http://www.cnhrpc.org">www.cnhrpc.org</a> <b>Address:</b> 28 Commercial Street, Suite 3, Concord, NH 03301 <b>Please notify &amp; cc: on all correspondence regarding the Sutton Hazard Mitigation Plan</b>		
<b>State Reviewer:</b> Kayla Henderson	<b>Title:</b> State Hazard Mitigation Planner <b>E-Mail:</b> <a href="mailto:Kayla.Henderson@dos.nh.gov">Kayla.Henderson@dos.nh.gov</a>	<b>Date:</b> 11/27/19
<b>Date Received at NH HSEM:</b>	08/30/2019	
<b>Plan Approvable Pending Adoption:</b>	11/1/2019	
<b>Plan Approved:</b>	11/27/2019	

## SECTION 1: REGULATION CHECKLIST

**INSTRUCTIONS:** The Regulation Checklist must be completed by FEMA. The purpose of the Checklist is to identify the location of relevant or applicable content in the Plan by Element/sub-element and to determine if each requirement has been 'Met' or 'Not Met.' The 'Required Revisions' summary at the bottom of each Element must be completed by FEMA to provide a clear explanation of the revisions that are required for plan approval. Required revisions must be explained for each plan sub-element that is 'Not Met.' Sub-elements should be referenced in each summary by using the appropriate numbers (A1, B3, etc.), where applicable. Requirements for each Element and sub-element are described in detail in this *Plan Review Guide* in Section 4, Regulation Checklist.

<b>A. REGULATION CHECKLIST</b> Regulation (44 CFR 201.6 Local Mitigation Plans)	<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>ELEMENT A. PLANNING PROCESS</b>			
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	<b>Ch 1: Planning Process, pp. 1-8.</b> ♦ <b>Plan Process Acknowledgements</b> , p. 3; ♦ <b>Authority</b> , p. 4; ♦ <b>Methodology</b> , Table 1 pp. 5-6 and narrative pp. 5-8.  <b>Ch 10: Appendix C - Meeting Documents</b> (Agendas, attendance sheets, meeting summaries).	X	
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	<b>Ch 1: Planning Process, pp. 1-8.</b> ♦ <b>Plan Process Acknowledgements</b> , p. 3; ♦ <b>Authority</b> , p. 4; ♦ <b>Methodology</b> (Public Outreach Strategy sidebar) p. 7.  <b>Ch 10: Appendix C - Meeting Documents</b> (May include publicity notices, newspaper press releases, Town HMC website postings, Town website calendar posts, email notifications to Town residents, surrounding communities, businesses, and Town Departments, attendance sheets, etc).	X	
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	<b>Ch 1: Planning Process, pp. 1-8.</b> ♦ <b>Plan Process Acknowledgements</b> , p. 3 [Public were members of HMC]; ♦ <b>Methodology</b> , paragraphs 1-3, page 6, narrative pp. 6-8;  <b>Ch 10: Appendix C - Meeting Documents</b> (Agendas, attendance sheets, publicity notices, Public Information Meeting Agenda and minutes).	X	
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	<b>Ch 6: Capability Assessment, pp. 206-234.</b> ♦ <b>Town Capabilities</b> , narrative and Tables pp. 207-232; ♦ <b>Review of Existing Plans</b> (Table of additional plans and resources utilized by Town for haz mit and support activities), pp. 233-234.	X	
A5. Is there discussion of how the community will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	<b>Ch 9: Annual Implementation and Evaluation, pp. 265-273.</b> ♦ <b>Annual Monitoring and Update of the Mitigation Action Plan</b> pp. 265-268; ♦ <b>Continued Public Involvement</b> , pp. 272-273.	X	

A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	<p><b>Ch 9: Annual Implementation and Evaluation, pp. 265-273.</b></p> <ul style="list-style-type: none"> <li>♦ <b>Annual Monitoring and Update of the Mitigation Action Plan</b> pp. 265-268;</li> <li>♦ <b>HMC Future Meeting Activities Table</b> pp. 266-267, <u>task listing</u> p. 267;</li> <li>♦ <b>Implementation and Evaluation of the Plan</b>, p. 273.</li> </ul> <p><b>Ch 10: Appendix B- Annual Interim Plan Evaluation and Implementation Worksheets.</b></p>	X	
<b>ELEMENT A: REQUIRED REVISIONS</b>			
<b>B. REGULATION CHECKLIST</b> Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b>			
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	<p><b>Ch 4: Hazard Risk Assessment, pp. 25-170.</b></p> <ul style="list-style-type: none"> <li>♦ <b>Hazard Identification and Risk Assessment Table</b> (listing of <u>potential, susceptible (existing/current) hazard locations or areas</u> by natural hazard type) pp. 29-37. Technological and human hazards included, pp. 37-43;</li> <li>♦ <b>Description and Magnitude of Hazards</b> section narrative by evaluated hazard types (<u>hazards description, magnitude/ extent measurement scales displayed</u> where possible, <u>ratings from Sutton's HIRA</u> for each hazard) pp. 91-128. Technological and human hazards included, pp. 129-138;</li> <li>♦ <b>Inland Flooding section</b> (<u>floodplains description, and river gage, waterbodies, and road washouts identification</u>), pp. 150-155;</li> </ul> <p><b>Ch 11: Maps, Map 2</b> (Potential Hazard types &amp; locations), <b>Map 4</b> (Critical and Community sites in <u>Potential Hazard</u> locations), <b>Map 5</b> (<u>Stream Crossings Ratings</u>).</p>	X	

<p>B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))</p>	<p><b>Ch 4: Hazard Risk Assessment, pp. 25-170.</b></p> <ul style="list-style-type: none"> <li>♦ <b>Hazard Identification and Risk Assessment Overall Risk Assessment Scores Table</b>, p. 28. <u>HIRA Table</u>, <u>future probability</u>, <u>severity of impact</u> and <u>overall risk</u> to Town), pp. 29-37. Technological and human hazards included but not rated, pp. 37-43;</li> <li>♦ <b>Central NH Region Major Disaster Declarations &amp; Table</b> (1973-2019 <u>Hillsborough &amp; Merrimack County disaster declarations history</u>), pp. 44-46;</li> <li>♦ <b>Past Disasters and Severe Weather Events Table</b> (history of <u>past Town disaster or event description by latest date</u>, <u>FEMA funding</u>, <u>area event description</u>), pp. 47-90;</li> <li>♦ <b>Potential Future Hazards Table</b> (<u>listing of potential future natural hazard event locations or areas and possible impacts with ratings from Sutton's HIRA for each hazard</u>) and <u>magnitude/ extent measurement scales</u> pp. 140-145. Technological and human hazards included pp. 145-149;</li> <li>♦ <b>Local Climate Changes and Extreme Weather</b> section narrative and figures (past NH \$ damages and <u>Central NH region temp changes</u>, <u>precipitation changes</u>, <u>snowfall changes</u>), narrative of <u>how climate change could affect community</u> in the future, pp. 156-166.</li> </ul> <p><b>Ch 10: Appendix A- Critical and Community Facilities Vulnerability Assessment</b> Tables (see <u>Primary Hazard Vulnerabilities</u> column for hazards affecting specific sites).</p> <p><b>Ch 11: Maps, Map 1</b> (<u>Past Hazard types &amp; locations</u>), <b>Map 3</b> (Critical and Community Facility <u>sites</u>).</p>	<p>X</p>	
<p>B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))</p>	<p><b>Ch 4: Hazard Risk Assessment, pp. 25-170.</b></p> <p>See Sections B1. &amp; B2. for details and page numbers.</p> <ul style="list-style-type: none"> <li>♦ <b>Sutton's Hazard Vulnerability Change Since the 2014 Plan</b>, <u>Statement of Vulnerability Change for Natural Hazards</u>) pp. 166-167; and for <u>Human and Tech Hazards</u>), p. 168. <u>Future development</u> as affected by hazards narrative, pp. 169-170.</li> </ul> <p><b>Ch 5: Community Vulnerability Assessment and Loss Estimation, pp. 171-205.</b></p> <ul style="list-style-type: none"> <li>♦ <b>Critical Facilities</b> (<u>potential economic losses of specific buildings</u>), pp. 172-173 and <b>Culvert Upgrades</b>, pp. 175-176, <b>Stream Crossing Assessment Vulnerability</b> Table and Figures pp. 180-186, and <b>One-Egress Roads</b> Table (vulnerability), pp. 177-179.</li> <li>♦ <b>Community Facilities</b> (<u>potential economic losses of specific buildings</u>), pp. 187-188;</li> <li>♦ <b>Potential Losses from Natural Disasters</b> (<u>potential flood economic losses</u> and <u>natural hazard economic losses</u> for %s of building-only valuation), pp. 192-198.</li> </ul> <p><b>Ch 10: Appendix A- Critical and Community Facilities Vulnerability Assessment</b> Tables (see <u>Structure Replacement Value</u> column of each Facility table for potential economic loss of individual Facility structures).</p>	<p>X</p>	
<p>B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(iii))</p>	<p><b>Ch 5: Community Vulnerability Assessment and Loss Estimation, pp. 171-205.</b></p> <ul style="list-style-type: none"> <li>♦ <b>National Flood Insurance Program (NFIP)</b>, Tables and narrative pp. 199-204.</li> <li>♦ <b>Number of Repetitive Loss Properties</b> Table, p. 201.</li> </ul>	<p>X</p>	

**ELEMENT B: REQUIRED REVISIONS****C. REGULATION CHECKLIST**

Regulation (44 CFR 201.6 Local Mitigation Plans)

Location in Plan  
(section and/or page number)

Met

Not  
Met**ELEMENT C. MITIGATION STRATEGY**

C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))

**Ch 6: Capability Assessment, pp. 206-234.**

♦ **Town Capabilities** tables, Planning & Regulatory, Administrative & Technical, Financial Resources, Education & Outreach- (Town and School plans, permitting, inspections, codes, ordinances and regulations, policies, resources, mutual aid, training, drills, security, assets, funding, educational programs), pp. 207-232.

(See also Checklist Section A4.)

X

C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))

**Ch 5: Community Vulnerability Assessment and Loss Estimation, pp. 171-205.**

♦ **National Flood Insurance Program (NFIP)**, Tables and narrative on NFIP history, policy and loss statistics, repetitive losses, ordinance changes, etc., pp. 199-204.

X

C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))

**Ch 3: Goals and Objectives, pp. 18-24.**

♦ **Overall Plan Goals and General Hazard Mitigation Objectives** (for each HIRA hazard category) figures, pp. 21-24.

X

C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))

**Ch 5: Community Vulnerability Assessment and Loss Estimation, pp. 171-205.**

♦ **Critical Facilities** (Facilities listing, valuation and Problem Statements), pp. 172-174;

♦ **Community Facilities** (Facilities listing, valuation and Problem Statements), pp. 187-190.

**Ch 7: Prior Action Status, pp. 235-241.**

♦ **Action Status Determination**, Completed, Deleted, Deferred categories of Actions, definitions to reduce preparedness or response actions, hazard categories explained, pp. 235-236.

♦ **Review of 2014 Actions**, Completed and Deleted Actions Tables, pp. 237-241.

♦ **Deferred Actions from 2014**, Table, pp. 240-241.

**Ch 8: Mitigation Action Plan, pp. 242-264.**

♦ **Sources of Actions**, narrative, mitigation actions apply to new and existing buildings and infrastructure, and development, p. 242;

♦ **Sutton's Mitigation Action Plan 2019** Tables, (appropriate Problem Statements into Actions, 2014 deferred actions and new 2019 Committee Actions described and evaluated, with hazard type and locations), pp. 244-258.

♦ **Natural Hazards Evaluated for Which Specific Actions Were Not Identified**, narrative and Table of hazards without specific actions, p. 264.

**Ch 10: Appendices A - Critical and Community Facility Vulnerability Assessment (Future Development table).**

X

C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	<b>Ch 8: Mitigation Action Plan, pp. 242-264.</b> ♦ <b>Sutton's Mitigation Action Plan 2019</b> Tables ( <u>descriptions</u> of MAP contents, Action <u>responsibility</u> , <u>prioritization</u> , <u>timeframes</u> , <u>funding</u> ), pp. 245-258; ♦ <b>Action Evaluation and Prioritization Methods</b> , <u>New Enhanced STAPLEE Ranking scale (15-75</u> instead of 12-36), includes <u>Cost to Benefit Analysis</u> , pp. 260-262; ♦ <b>Action Evaluation and Prioritization Methods</b> , Action Timeframes graphic and narrative, p. 263.	X	
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	<b>Ch 9: Annual Implementation and Evaluation, pp. 265-273.</b> ♦ <b>Implementing the Plan Through Existing Programs</b> , <u>Process for Haz Mit Committee to approach Town Boards to incorporate hazard mitigation Actions</u> into Master Plan, Zoning Ordinance, Capital Improvements Program, and into the Town Operating Budget and Town Meeting for funding and project readiness, pp. 269-271.	X	
<b>ELEMENT C: REQUIRED REVISIONS</b>			
<b>D. REGULATION CHECKLIST</b> Regulation (44 CFR 201.6 Local Mitigation Plans)	Location in Plan (section and/or page number)	Met	Not Met
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (applicable to plan updates only)			
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	<b>Ch 2: Community Profile, pp. 9-17.</b> ♦ <b>Population and Housing Growth</b> , tables and narrative pp. 12-14.  <b>Ch 4: Hazard Risk Assessment, pp. 25-170.</b> ♦ <b>Sutton's Hazard Vulnerability Change Since the 2014 Plan</b> , <u>Statement of Vulnerability Change</u> for <u>Natural Hazards</u> ) pp. 166-167; and for <u>Human and Tech Hazards</u> ), p. 168. <u>Future development</u> as affected by hazards narrative, pp. 169-170. (See also Checklist Section B3).  <b>Ch 10: Appendix A- Critical and Community Facility Vulnerability Assessment</b> , <u>Future Development</u> Table of possible locations of new development and natural hazards.	X	
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	<b>Ch 7: Prior Action Status, pp. 235-241.</b> ♦ <b>Action Status Determination</b> (narrative), pp. 235-236; ♦ <b>Review of 2014 Actions</b> , Tables ( <u>completed</u> , <u>deleted</u> , <u>deferred</u> Actions), pp. 237-241.  <b>Ch 8: Mitigation Action Plan, pp. 242-264.</b> ♦ <b>Sutton's Mitigation Action Plan 2019</b> Tables, integrated <u>2014 deferred actions</u> with new descriptions & evaluations, cost, timeframe, funding, etc. pp. 245-258.	X	

D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	<b>Ch 7: Prior Action Status, pp. 235-241.</b> ♦ Deleted Actions Table, with reasons, pp. 238-240; ♦ Deferred Mitigation Actions Table, <u>Priority Score from 2014</u> column (12-36), with reasons, pp. 240-241.  <b>Ch 8: Mitigation Action Plan, pp. 242-264.</b> ♦ Sutton's Mitigation Action Plan 2019 Tables, <u>updated Ranking Score column (15-75)</u> for Deferred Actions pp. 245-258. ♦ Action Evaluation and Prioritization Methods, <u>New Enhanced STAPLEE Ranking scale (15-75 instead of 12-36)</u> , pp. 245-258.	X																																							
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## SECTION 2: PLAN ASSESSMENT

### A. Plan Strengths and Opportunities for Improvement

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

#### Element A: Planning Process

**Plan Strengths:**

Great to see so many hyperlinks included to help make this an active document for those who access it electronically. This can help readers seek further information if they are interested.

Great representation on the Hazard Mitigation Planning Team from various subject matter experts. This helps show whole community involvement and gives a more well-rounded perspective to the hazards facing the community and how to mitigate them.

**Opportunities for Improvement:**

It would be great to see other methods of public interaction utilized through the next plan update for those that cannot attend in person. You could look to use things such as questionnaires, surveys, social media, etc. that might be an easier way for the public to offer feedback in the future. Helps get an even broader view of how the community is being impacted.

#### Element B: Hazard Identification and Risk Assessment

**Plan Strengths:**

Always helpful to see recent damage pictures included in the plan. This can help paint a picture of what impacts the community actually has seen in the last five years and can help when looking for grant opportunities to show documented damage.

Additional materials such as maps can be very helpful in giving a high level view of the hazards impacting the community and potential critical facilities in the areas. These can also be used to see how evacuation routes might be impacted or identify certain areas that may have been forgotten or missed in discussion.

**Opportunities for Improvement:**

Suggest including Low hazards in Table 9 to show all natural hazards considered and where the Low hazards ranked in comparison. Could help with reviewing for the next plan update as well.

#### Element C: Mitigation Strategy

**Plan Strengths:**

The detail put into the actions and explaining the projects is excellent. This can really help guide the community in what they were really looking to do versus a general vague statement. This can also be helpful for the next plan update for those who attend and did not get to take part in this update as well as in splitting up an action into smaller phased pieces if it was not able to be fully completed.

**Opportunities for Improvement:**

Might suggest splitting out preparedness and mitigation action items. Many of the action items were actually preparedness and not mitigation. Mitigation being fixing the root of a problem over address anything during or after something has already happened.

## Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)

### Plan Strengths:

Good guidance in the plan outlining who should be considered for current and future committee members.

Great to see more specific time goals set for future meetings and a focus on what to discuss in those meetings to be better prepared for the next plan update through the next 5 years.

### Opportunities for Improvement:

It would be great to see some ideas listed in the narrative for the committee to educate the public on the plan itself at some point in this section. Now that you have an extensive hazard mitigation plan, share with the community all that you put into this plan and ask for their feedback through the next 5 years as well to help in the next update.

## B. Resources for Implementing Your Approved Plan

### State Sources of Technical Assistance & Funding:

The New Hampshire State Hazard Mitigation Officer (SHMO) and State Mitigation Planner can provide guidance regarding grants, technical assistance, available publications, and training opportunities. Contact the New Hampshire **Division of Homeland Security and Emergency Management** (NH HSEM) for further assistance. View agency website for contact information at <https://www.nh.gov/safety/divisions/hsem/index.html>. Refer to the New Hampshire State Hazard Mitigation Plan (page 185) which identifies a number of potential funding sources for various mitigation activities at <https://www.nh.gov/safety/divisions/hsem/HazardMitigation/planning.html>. Communities are encouraged to work with the State to maximize use of every 406 Hazard Mitigation opportunity when available during federally declared disasters. A better alignment and increasing the effectiveness of 406 and 404 Mitigation funds, greatly benefit the community in the long run.

### Federal and Non-Profit Sources of Technical Assistance & Funding:

#### Federal Grants Resource Center and Grants.gov

Federal agencies may support integrated planning efforts such as rural development, sustainable communities and smart growth, climate change and adaptation, historic preservation, risk analyses, wildfire mitigation, conservation, Federal Highways pilot projects, etc. The Federal Grants Resource Center is located on the website of the national non-profit Reconnecting America, and provides a compilation of key funding sources for projects in your community. Examples are HUD, DOT/FHWA, EPA, and Sustainable Communities grant programs. For more information visit: <http://reconnectingamerica.org/resource-center/federal-grant-opportunities/> or [www.grants.gov](http://www.grants.gov).

#### GrantWatch.com

The website posts current foundation, local, state, and federal grants on one website. When seeking funding opportunities for mitigation, consider a variety of sources for grants, guidance, and partnerships, including academic institutions, non-profits, community organizations, and businesses, in addition to governmental agencies. Examples are The Partnership for Resilient Communities, the Institute for Sustainable Communities, the Rockefeller Foundation *Resilience*, The Nature Conservancy, The Kresge Climate-Resilient Initiative, the Threshold Foundation's *Thriving Resilient Communities* funding, the RAND Corporation, and ICLEI *Local Governments for Sustainability*.  
<http://www.grantwatch.com>

#### FEMA Hazard Mitigation Assistance

FEMA's Hazard Mitigation Assistance provides funding for projects under the Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM), and Flood Mitigation Assistance (FMA). Individuals and businesses are not eligible to apply for HMA funds; however, an eligible applicant or subapplicant may apply on their behalf.

<http://www.fema.gov/hazard-mitigation-assistance>

## **Recommended FEMA Publications & Websites:**

### Hazard Mitigation Planning Online Webliography, FEMA Region I

This compilation of government and private online sites is a useful source of information for developing and implementing hazard mitigation programs and plans in New England.

<http://www.fema.gov/about-region-i/about-region-i/hazard-mitigation-planning-webliography>

### FEMA Library

FEMA publications can be downloaded for free from its Library website. This repository contains a wealth of information that can be especially useful in public information and outreach programs. Search by keyword to find documents related to a particular topic. Examples include building and construction techniques, the NFIP, integrating historic preservation and cultural resource protection with mitigation, and helpful fact sheets.

<http://www.fema.gov/library>

### FEMA RiskMAP

Technical assistance is available through RiskMAP to assist communities in identifying, selecting, and implementing activities to support mitigation planning and risk reduction. Attend any RiskMAP discovery meetings that may be scheduled in the state (or neighboring communities with shared watersheds boundaries) in the future.

<https://www.fema.gov/risk-mapping-assessment-and-planning-risk-map>

### FEMA Climate Change Website

Provides resources that address climate change.

<http://www.fema.gov/climate-change>

## **Other Recommended Publications & Websites:**

### U.S. Climate Resilience Toolkit

Scientific tools, information, and expertise are provided to help manage climate-related risks and improve resilience to extreme events. This aid assists planning through links to a wide-variety of web-tools covering topics, including coastal flood risk, ecosystem vulnerability, and water resources. Experts can be located in the NOAA, USDA, and Department of Interior.

<https://toolkit.climate.gov>

### EPA's Resilience and Adaptation in New England (RAINE) Climate Change Program

A collection of vulnerability, resilience and adaptation reports, plans, and webpages at the state, regional, and community levels. Communities can use the RAINE database to learn from nearby communities about building resiliency and adapting to climate change.

<http://www.epa.gov/raine>

### USDA Rural Community Development Grant Programs

USDA operates over fifty financial assistance programs for a variety of rural applications.

<http://www.rd.usda.gov/programs-services>