



Section 3. Planning Process

2016 HMP Update Changes

- Section 3 now contains the HMP update’s Planning Process. In the 2011 HMP, this was discussed in Section 2.
- All aspects of the Planning Process were updated for the 2016 HMP.

3.1 Introduction

This section includes a description of the planning process used to update the Warren County Multi-Jurisdictional Hazard Mitigation Plan (HMP), including how it was prepared, who was involved in the process, and how the public was involved.

To ensure that the HMP met the requirements of the DMA 2000, as well as to support the long term goal of having all jurisdictions in the county covered under a comprehensive and cohesive county-wide DMA 2000 plan, an approach to the planning process and plan documentation was developed to achieve the following:

- The HMP will be multi-jurisdictional and consider natural and human-caused hazards facing Warren County, thereby satisfying the natural hazards mitigation planning requirements specified in DMA 2000. Warren County invited all municipalities in the county to join with them in the preparation of the Warren County HMP update. Warren County and all its municipalities are participating in the HMP as indicated in Table 3-1 below.
- The HMP shall be developed following the process outlined by DMA 2000, FEMA regulations, and prevailing FEMA and NJOEM guidance. Following this process ensures all the requirements are met and support HMP review.

Table 3-1. Participating Warren County Jurisdictions

| Jurisdiction | |
|------------------------|----------------------|
| Allamuchy Township | Knowlton Township |
| Alpha Borough | Liberty Township |
| Town of Belvidere | Lopatcong Township |
| Blairstown Township | Mansfield Township |
| Franklin Township | Oxford Township |
| Frelinghuysen Township | Town of Phillipsburg |
| Greenwich Township | Pohatcong Township |
| Hackettstown | Washington Borough |
| Hardwick Township | Washington Township |
| Harmony Township | White Township |
| Hope Township | Warren County |
| Independence Township | |



The Warren County HMP update was written using the best available information obtained from a wide variety of sources. Throughout the HMP update process, a concerted effort was made to gather information from municipal and regional agencies and staff as well as stakeholders, federal and state agencies, and the residents of the county. The HMP Steering and Planning Committees 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 hazard mitigation strategies identified in this HMP have been developed through an extensive planning process involving local, county and regional agencies, county residents and stakeholders.

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

3.2 Planning Partnership - Organization and Activity

Many parties supported the preparation of this HMP update: the Steering Committee, Planning Committee, stakeholders and planning consultant. 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. A summary of the past and ongoing mitigation efforts is provided in Section 6, as well as in Volume II Section 9, to give an historical perspective of the county and local activities implemented to reduce vulnerability to hazards in the planning area.

This section of the HMP 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 HMP update.

3.2.1 ORGANIZATION OF PLANNING PARTNERSHIP

Recognizing the need to manage risk within the county, and to meet the requirements of the DMA 2000, the Warren County’s Office of Emergency Management led the update to the 2011 Warren County Multi-Jurisdictional Hazard Mitigation Plan. On December 18, 2013 Warren County was notified by NJOEM that their application for a planning grant to update their 2011 HMP under FEMA’s Hazard Mitigation Grant Program (HMGP 4086) was approved. Warren County selected a contract planning consultant (Tetra Tech, Inc. – Morris Plains, New Jersey) to guide the county and participating jurisdictions through the HMP update process. A contract between Tetra Tech Inc. (Tetra Tech) and Warren County was executed in August 2014. Specifically Tetra Tech, 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 (steering committee, planning committee, stakeholder, public and other);
- Review and update of the hazards of concern, and hazard profiling and risk assessment;
- Assistance with the review and update of mitigation planning goals and objectives;
- Assistance with the review of progress of past mitigation strategies;
- Assistance with the screening of mitigation actions and the identification of appropriate actions;
- Assistance with the prioritization of mitigation actions; and
- Authoring of the draft and final HMP documents.



In December 2014, Warren County’s Office of Emergency Management notified all 22 municipalities within the county of the pending planning process and invited them to formally participate. Municipalities were provided with a copy of the Planning Partner Expectations and 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. All 22 municipalities returned their Letter of Intent to Participate (refer to Appendix C).

To facilitate HMP development, with support from their contract planning consultant, Warren County 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 planning area. All municipalities participating in the plan update authorized the Steering Committee to perform certain activities on their behalf, via the Letter of Intent to participate (FEMA mitigation planning “combination model”). Steering Committee members are identified in Table 3-2. 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:
 - Reviewing and updating the hazards of concern;
 - Developing a public and stakeholder outreach program;
 - Assuring the data and information used in the plan update process is best available;
 - Reviewing and updating the hazard mitigation planning goals and objectives;
 - Identifying and screening of appropriate mitigation strategies and activities; and
- Reviewing and commenting on plan documents prior to submission to NJOEM and FEMA.

A Planning Committee was assembled to represent each of the municipalities participating in the HMP update, with one primary representative and an alternate point of contact from each of the 22 participating municipalities. Each municipality received a copy of the “Planning Partner Expectations” which outlined the responsibilities of the participants and the agreement of the partners to authorize a Steering Committee to represent the jurisdiction in the completion of certain planning elements. Table 3-2 lists the current municipal members of the Planning Committee at the time of this HMP’s publication. Please note that the Steering Committee members are also part of the overall project Planning Committee, fulfilling these responsibilities on behalf of Warren County. This ‘planning partnership’ (Steering and Planning Committees) were charged with the following:

- Represent their jurisdiction throughout the planning process;
- Assure participation of all department and functions within their jurisdiction that have a stake in mitigation (e.g., planning, engineering, code enforcement, police and emergency services, public works, etc.);
- Assist in gathering information for inclusion in the HMP update, including the use of previously developed reports and data;
- Support and promote the public involvement process;
- Report on progress of mitigation actions identified in prior or existing HMPs, as applicable;
- Identify, develop and prioritize appropriate mitigation initiatives;
- Report on progress of integration of prior or existing HMPs into other planning processes and municipal operations;
- Develop and author a jurisdictional annex for their jurisdiction;
- Review, amend, and approve all sections of the plan update; and
- Adopt, implement and maintain the plan update.



Table 3-2. Warren County Hazard Mitigation Planning Partnership

| Organization | Name | Title | Municipal POC | |
|--|----------------------|--|--------------------|---------------|
| | | | Primary POC | Alternate POC |
| Warren County Department of Public Safety / Office of Emergency Management (OEM) | Frank Wheatley | Director, Public Safety OEM Coordinator | Steering Committee | |
| | Bill Hunt | Deputy Public Safety Director, Deputy OEM Coordinator | Steering Committee | |
| | June Prysak | OEM Secretary Assistant | Steering Committee | |
| Warren County Purchasing Department | Chris Pessolano | Purchasing Agent | Steering Committee | |
| Warren County Planning Department | David Dech | Planning Director | Steering Committee | |
| | Albert Krouse | Senior Planner and GIS Analyst | Steering Committee | |
| Warren County Department of Public Works | Bill Gleba | County Engineer | Steering Committee | |
| | Alex Lazorisak | Director, Public Works | Steering Committee | |
| | Barth Johnson | Assistant Engineer | Steering Committee | |
| Warren County Public Information Department | Arthur Charlton | Public Information Officer | Steering Committee | |
| Allamuchy Township | Anne Marie Tracy | Municipal Clerk/Administrator | X | |
| | Paul Sterbenz | Municipal Engineer/Planning | | X |
| Alpha Borough | Hunter Stagg | OEM | X | |
| | Frank Seney | Borough Engineer | | X |
| Town of Belvidere | Teresa Yeisley | Municipal Clerk/Administrator | X | |
| | Susan Reeder | Emergency Management Coordinator | | X |
| Blairstown Township | Nick Mohr | OEM Coordinator | X | |
| | Herman Shoemaker | Mayor | | X |
| Franklin Township | Denise L. Becton | Municipal Clerk | X | |
| | Raymond Read | OEM | | X |
| Frelinghuysen Township | Nicholas Pachnos | Emergency Management Coordinator | X | |
| | Kenneth Lang | Deputy Emergency Management Coordinator | | X |
| Greenwich Township | Joseph Mecsey, IV | Emergency Management Coordinator | X | |
| | Thomas Callari | Deputy Emergency Management Coordinator | | X |
| Town of Hackettstown | Darren Tynan | Sergeant, Police Department | X | |
| | Scott Wheeler | Lieutenant, Police Department | | X |
| Hardwick Township | Joseph Dunn | OEM | X | |
| | James J. Perry | Mayor | | X |
| Harmony Township | Kelley Smith | Municipal Clerk | X | |
| | Gene Weber | Municipal Engineer | | X |
| Hope Township | Timothy C. McDonough | Mayor & Emergency Management Coordinator | X | |
| | Mary Pat Quinn | Municipal Clerk | | X |
| Independence Township | Deborah Hrebenak | Municipal Clerk/Administrator | X | |
| | Dennis Riley | Chief of Police | | X |
| Knowlton Township | Frank Makowski | Emergency Management Director | X | |
| | Frank Van Horn | Deputy Emergency Management | | X |



| Organization | Name | Title | Municipal POC | |
|----------------------|----------------------|---|---------------|---|
| | | Coordinator | | |
| Liberty Township | John E. Inscho | Mayor & Emergency Management Coordinator | X | |
| | Ronald W. Petersen | Committee Person | | X |
| Lopatcong Township | Gary Woolf | Department of Emergency Management | X | |
| | Patrick Rivoli | Department of Emergency Management | | X |
| Mansfield Township | Dena Hrebenak | Municipal Clerk | X | |
| | Charles Smith | Emergency Management Coordinator | | X |
| Oxford Township | Michael Finelli | Township Engineer | X | |
| | Louis Accetturo | Supervisor, Dept of Public Works | | X |
| Town of Phillipsburg | Victoria L. Kleiner | Acting Municipal Clerk | X | |
| | Lorraine Loudenberry | Assistant Municipal Clerk | | X |
| Pohatcong Township | Gwen Steckel | Township Engineer | X | |
| | Donald Grube | Supervisor, Dept of Public Works & Emergency Management Coordinator | | X |
| Washington Borough | Kristine Blanchard | Borough Manager | X | |
| | Kurt Klausfelder | Emergency Management Coordinator | | X |
| Washington Township | Peter deBoer, Jr. | Township Administrator & Deputy Emergency Management Coordinator | X | |
| | Ann Kilduff | Deputy Clerk | | X |
| White Township | Kathleen Reinalda | Township Clerk/Administrator | X | |
| | Jeff Herb | Emergency Management Coordinator | | X |

Notes: OEM = Office of Emergency Management; POC = Point of Contact;

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 recognized that the jurisdictions in Warren 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 Warren 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 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 HMP update (Section 9) 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 HMP update via resolution.

Appendix C identifies those individuals who represented their municipalities during this planning effort, and indicates how they contributed to the planning process. This matrix is intended to give a broad overview of who attended meetings and when input was provided. All participants were encouraged to attend the Kick-off Meeting, Jurisdictional Annex Workshop and FEMA/NJOEM Mitigation Workshop. During the planning process the planning consultant contacted each participant to offer support, explain the process, and to facilitate the submittal and review of critical documents.



It is noted that all municipalities actively participate in the National Flood Insurance Program (NFIP), and have a designated NFIP Floodplain Administrator (FPA). All FPAs have been informed of the planning process, reviewed the plan documents, and provided direct input to the plan update. Local FPAs are identified in the “Administrative and Technical” portion of the local Capability Assessments presented within the jurisdictional annexes in Section 9, as well as in Appendix C.

3.2.2 PLANNING PARTNERSHIP ACTIVITIES

Members of the planning partnership (individually and as a whole), as well as key stakeholders, convened and/or communicated regularly to share information and participate in workshops to identify hazards; assess risks; review existing inventories of and identify new critical facilities; assist in updating and developing new mitigation goals and strategies; and provide continuity through the process to ensure that natural hazards vulnerability information and appropriate mitigation strategies were incorporated. All members of the planning partnership had the opportunity to review the draft plan and supported interaction with other stakeholders, and assisted with public involvement efforts.

A summary of Planning and Steering Committee meetings held and key milestones met during the development of the HMP update is included in Table 3-3. It also identifies which DMA 2000 requirements the activities satisfy. Documentation of meetings (agendas, sign-in sheets, minutes, etc.) may be found in Appendix B. This summary table identifies only the formal meetings held during plan development, and does not reflect the 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 and the contract consultant through individual local meetings, electronic mail (email), and by phone.

After completion of the HMP update, implementation and ongoing maintenance will become a function of the planning partnership (Steering and Planning Committees) as described in Section 7. The planning partnership is responsible for reviewing the HMP, solicit and consider public comment as part of the five year mitigation plan update.



Table 3-3. Summary of Planning Outreach

| Date | Activity/ DMA 2000 Requirement | Key Outcomes/Purpose | Participants |
|-------------------|--------------------------------------|---|---|
| August 13, 2014 | 1b, 2 | County resolution to select contract planning consultant | WC Board of Chosen Freeholders |
| October 28, 2014 | 1b, 1c, 2, 3a, 4a | <u>Pre-Kick Off Meeting #1</u> : Meeting with Warren County Public Safety to discuss the hazard mitigation planning process, municipal participation expectations, schedule, Steering Committee, and upcoming meetings. | WC Department of Public Safety/OEM: Frank Wheatley, William Hunt, June Pryslak; Tetra Tech: Paul Miller |
| December 15, 2014 | 1b, 1c, 2, 3a, 4a | <u>Steering Committee Meeting #1</u> : The Steering Committee guidelines were addressed, hazards of concern exercise conducted, public/stakeholder outreach was discussed and data collection (spatial data and planning data) initiated. | Refer to Appendix C. |
| January 22, 2015 | 1c, 2, 3a-c, 3e, 4a, 4b | <u>Planning Committee Meeting #1 / Municipal Kick-Off Meeting</u> : Presentation and discussion on the planning process, and discussion regarding municipal participation expectations. Initial data and information gathering including distribution of worksheets on a CD for completion to each municipality. | Refer to Appendix C. |
| February 3, 2015 | 3a, 4b | <u>Steering Committee Meeting #2</u> : Discussion on historic events/losses; progress on 2011 HMP mitigation actions | Refer to Appendix C. |
| February 6, 2015 | 2, 4a | <u>Steering Committee Meeting #2 Follow Up (conference call)</u> : Review and update of goals and objectives | Refer to Appendix C. |
| March 6, 2015 | 2, 3b, 3c, 3e, 4a, 4b | <u>Annex Workshop #1</u> : Goals and objectives were presented to the Planning Committee for review and comment. A Strengths, Weaknesses, Opportunities and Obstacles (SWOO) and mitigation strategy workshop was conducted to provide tools to each plan participant to document: previous losses; evaluate capabilities; document progress on 2011 mitigation actions; and identify new development. These workshops also helped participants identify and prioritize a comprehensive range of mitigation alternatives as a result of historic losses; and discuss integration of mitigation. | Refer to Appendix C. |
| March 13, 2015 | 1b, 1c, 2, 3a | <u>Warren County Office of Emergency Management CWG/LEPC Meeting</u> : Announce kick-off the Hazard Mitigation Plan update and solicit participation from the County Working Group (CWG) and Local Emergency Planning Council (LEPC) quarterly meeting. | Refer to Appendix C |
| March 20, 2015 | 2, 3b, 3c, 3e, 4a, 4b | <u>Annex Workshop #2</u> : Goals and objectives were presented to the Planning Committee for review and comment. A second SWOO and workshop to provide tools to each plan participant to document previous losses; evaluate capabilities; document progress on 2011 mitigation actions; and identify new development. These workshops also helped participants identify and prioritize a comprehensive range of mitigation alternatives as a result of historic losses; and discuss integration of mitigation. | Refer to Appendix C. |
| April 8, 2015 | 1b, 5c | <u>Board of Chosen Freeholders Meeting</u> : Public meeting to announce the kick-off of the Hazard Mitigation Plan update, planning process, and participation. | Frank Wheatley (WC Director of Public Safety) and Cynthia Bianco (Tetra Tech) |
| April 13, 2015 | 1b, 4b | <u>Steering Committee Meeting #3</u> : Meeting to complete the review of the County 2011 mitigation actions, identify new actions, and complete worksheets associated with the County annex. | Refer to Appendix C. |





| Date | Activity/ DMA 2000 Requirement | Key Outcomes/Purpose | Participants |
|----------------------------|--------------------------------------|--|---|
| May 13, 2015 | 2, 3d, 4a, 4b, 5a, 5b | <u>FEMA/NJOEM Mitigation Strategy Meeting</u> : NJOEM and FEMA Region 2 presented on mitigation strategy development, plan maintenance, and plan integration. | Refer to Appendix C. |
| May 13, 2015 | 4b | <u>FEMA Flood Mitigation Assistance (FMA) Opportunity Meeting</u> : WC OEM hosted a meeting for invited severe repetitive loss (SRL)-property owners to inform them of the upcoming FEMA FMA grant opportunity for acquisitions. | William Hunt (WC Deputy Public Safety Director/Deputy OEM Coordinator); Tetra Tech; invited SRL-property owners |
| June 18, 2015 | 4b | <u>FEMA Flood Mitigation Assistance (FMA) Opportunity Meeting</u> : WC OEM and Hunterdon County OEM co-hosted a meeting for invited SRL-property owners to inform them of the upcoming FEMA FMA grant opportunity for acquisitions. | William Hunt (WC Deputy Public Safety Director/Deputy OEM Coordinator); Brayden Fahey (Hunterdon County OEM Coordinator); Tetra Tech; invited SRL-property owners |
| September 11, 2015 | 1b, 1c, 2, 3a | <u>Warren County Office of Emergency Management CWG/LEPC Meeting</u> : Provided update to the Hazard Mitigation Plan update. | Refer to Appendix C. |
| October 19, 2015 | 2, 3d, 4b | <u>Steering Committee Meeting #4</u> : Meeting to complete County annex; review stakeholder surveys and update public website; risk assessment results; conduct risk ranking; process to post draft plan on County website; scheduling of upcoming meetings. | Refer to Appendix C. |
| November 4, 2015 | 2, 4b | <u>Municipal Support Meetings</u> : Local data collection support meetings with Washington Borough and Mansfield Township | William Hunt (WC Deputy Public Safety Director/Deputy OEM Coordinator); Tetra Tech; Kristin Blanchard (Washington Borough); Oena Hrebenak (Mansfield Township) |
| November 2015 | 3d | Results of the risk assessment were provided to plan participants to assist with the identification of new mitigation actions. | |
| December 11, 2015 | 1b, 1c, 2, 3a | <u>Warren County Office of Emergency Management CWG/LEPC Meeting</u> : Inform members of the status of the Hazard Mitigation Plan update; roll-out of stakeholder surveys; status of FEMA Flood Mitigation Assistance grant application. | Refer to Appendix C. |
| February 17, 2016 | 5a-c | <u>Steering Committee Meeting #5</u> : Discuss draft Plan comments; discuss plan maintenance review and discussion; next steps to post the Draft Plan for public review and comment | Refer to Appendix C. |
| March 2016 | 2 | Draft Plan posted to County website | Public and Stakeholders |
| TBD | | <u>Board of Chosen Freeholders Meeting</u> : Public meeting to announce the draft plan available for public review and comment. | |
| TBD | 4b, 4c, 5b | All jurisdictions update mitigation strategy, including project prioritization; and finalize jurisdictional annexes | All plan participants |
| TBD | 2 | Plan submitted to NJOEM and FEMA Region II | NJOEM, FEMA Region II |
| Upon plan approval by FEMA | 1a | Plan adoption by resolution by the governing bodies of all participating municipalities | All plan participants |

Note: WC = Warren County





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

- 1a – Prerequisite – Adoption by the Local Governing Body
- 1b – Public 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

3.3 STAKEHOLDER OUTREACH AND INVOLVEMENT

This section presents (1) municipal involvement, (2) state and regional agency involvement, (3) public participation – citizen involvement, and outreach to business, utility, educational, transportation, human services, and other stakeholders.

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 Committee. Stakeholder outreach was performed early on, and continually throughout, the planning process. Information and input provided by these stakeholders has been included throughout this HMP update where appropriate, as identified in the references.

This summary discusses the various stakeholders that were invited to participate in the development of this HMP update, and how these stakeholders participated and contributed to the HMP. It should be noted that this summary listing cannot possibly represent the sum total of stakeholders that were aware of and/or contributed to this HMP update, 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. Instead, this summary is intended to demonstrate the scope and breadth of the stakeholder outreach efforts made during the plan update process.

The municipal OEM Coordinators, the County Working Group (CWG) and the Local Emergency Planning Committee (LEPC) members are key stakeholders to this HMP update. These individuals are experts in their field and enhance Warren County’s emergency management capabilities. The planning consultant presented at CWG/LEPC meetings (March, September and December 2015) to encourage participation and solicit input. The Warren CWG/LEPC consists of representation from the following stakeholder groups and organizations. Meeting sign-in sheets may be found in Appendix C.

- New Jersey State Police, Office of Emergency Management
- New Jersey Health Department
- New Jersey Office of Homeland Security and Preparedness
- County Departments
 - Administrator
 - Buildings and Grounds
 - Chief Financial Officer
 - Education
 - Environmental Health
 - Fire Marshal
 - Finance
 - Health Department
 - Human Services
 - Information Systems Division
 - Planning
 - Public Information
 - Public Safety



- Purchasing
- Public Works
 - Engineering
 - Roads
- Prosecutor's Office
- Office of Emergency Management
- Sheriff
- Superintendent of Schools
- 911 Division
- County Freeholders
- Warren County/Morris County Medical Examiner
- Local OEM Coordinators
- American Red Cross
- Salvation Army
- Law enforcement
- Fire services
- EMS
- Merrill Creek
- Yards Creek
- Hackettstown Regional Medical Center
- Hackettstown Mayor
- Phillipsburg Mayor
- W.R.N.J. (Radio Station)
- Businesses
 - Avantor Performance Materials
 - BASF Washington
 - DSM Nutritional Products, North America
- Utilities
 - JCP&L/First Energy Corporation

Warren County is governed by a three-member Board of Chosen Freeholders. Under Warren County's commission form of government, freeholders discharge both executive and legislative responsibilities. On April 8, 2015, the planning consultant presented at the Board of Chosen Freeholders meeting to announce the commencement of the HMP update planning process, the purpose of the HMP, and opportunities for public comment and review. **PLACEHOLDER FOR SECOND FREEHOLDER MEETING**

In October 2015, focused stakeholder group surveys were sent to the stakeholders indicated below. The surveys were designed to garner information from a range of specific stakeholders and community members across the county, with unique questions directed towards each user group. The outreach emails also requested the stakeholders' wider participation in the development of the HMP Update, and provided links to the HMP website for further information. In addition, the stakeholder surveys were announced and links distributed at the December 2015 CWG/LEPC meeting. For more information on the focused stakeholder surveys, see **Appendix D – Public and Stakeholder Outreach.**

- Posted on County HMP web page
- Contacted via email or fax:
 - All Warren County Fire Companies
 - All Warren County EMS
 - All Warren County Local Police Departments
 - All School Districts (sent by Warren County Office of Education)
 - Warren County Transportation (email)
 - Warren County Human Services (email)
 - JCP&L (email)
 - Hackettstown Regional Medical Center (email)
 - St Luke's/Warren Hospital (email)
 - Centenary College (email)
 - Warren County Community College (email)



On DATE PLACEHOLDER, the Warren County Office of Emergency Management sent a request to all neighboring county emergency management offices via email and letter indicating that the draft HMP update was available for review and requesting input and comments as appropriate. Letters and emails were sent to the following counties: Hunterdon, Morris, and Sussex, New Jersey; and Monroe, Northampton, and Pike Pennsylvania. These letters may be found in Appendix D.

The following subsection identifies those stakeholders that were invited to participate in the planning process, identifies the nature of their involvement, and indicates how their input was incorporated in this plan as applicable.

Federal Agencies

Please see Appendix C (Participation Matrix) for further details regarding federal agency participation. All responses to the surveys may be found in Appendix D.

FEMA Region II: Provided updated planning guidance; provided summary and detailed NFIP data for planning area; presented at the May 2015 Mitigation Strategy Workshop; conducted plan review.

Information regarding hazard identification and the risk assessment for this HMP update was also requested and received or incorporated by reference from the following agencies and organizations:

- National Climatic Data Center (NCDC)
- National Hurricane Center (NHC)
- National Oceanic and Atmospheric Administration (NOAA)
- National Weather Service (NWS)
- Storm Prediction Center (SPC)
- U.S. Army Corps of Engineers (USACE)
- U.S. Census Bureau
- U.S. Department of Agriculture (USDA)
- U.S. Environmental Protection Agency (USEPA)
- U.S. Geological Survey (USGS)

State Agencies

Please see Appendix C (Participation Matrix) for further details regarding state agency participation. All responses to the surveys may be found in Appendix D.

New Jersey Office of Emergency Management (NJOEM): Administered planning grant; provided updated planning guidance; attended meetings including presenting at the May 2015 Mitigation Strategy workshop; provided review of the draft HMP update.

New Jersey Office of Homeland Security and Preparedness (NJ OHSP): Attended the CWG/LEPC meetings.

New Jersey Department of Health: Attended the CWG/LEPC meetings.

Regional, County and Local Stakeholders

Please see Appendix C (Participation Matrix) for further details regarding regional and local stakeholder agencies. All responses to the stakeholder surveys may be found in Appendix D.



County

As mentioned above, numerous Warren County departments are part of the CWG/LEPC which was regularly updated on the HMP update and included in the planning process. In addition, Warren County OEM reached out to several county departments via email and fax to take the stakeholder survey. Further, each OEM Coordinator in the County was asked to distribute the stakeholder surveys via email or mailing groups. Many of the municipal OEM Coordinators are members of the Planning Committee as well as the CWG/LEPC.

Hospitals and Health Care

The following hospitals and health agencies/organizations were contacted directly by Warren County OEM to take a stakeholder survey which included the identification of specific mitigation actions/projects. In addition, other areas of involvement in the planning process are noted below.

- Warren County Health Department – member of CWG/LEPC
- Warren County Human Services – member of CWG/LEPC
- Hackettstown Regional Medical Center – member of CWG/LEPC
- St. Luke's/Warren Hospital

Utilities

JCP&L was contacted directly by Warren County OEM to take a stakeholder survey which included the identification of specific mitigation actions/projects. JCP&L also attends the CWG/LEPC meetings.

Law Enforcement, Fire and Emergency Medical Services

All fire companies, EMS and local police departments were contacted directly by Warren County OEM via email or fax to take a stakeholder survey which included the identification of specific mitigation actions/projects.

Business Commerce / Non-Profit Organizations

The following were contacted by Warren County OEM or requested to take a stakeholder survey customized for business/commerce at the December 2015 CWG/LEPC meeting. **In addition, other areas of involvement in the planning process are noted below.**

- American Red Cross
- Avantor Performance Materials
- BASF
- DSM Nutritional Products, North America
- Merrill Creek
- Yards Creek

Academia

All school districts were reached out to via email by the Warren County Office of Education requesting their contribution in this Plan by taking the academic stakeholder survey. In addition, Warren County OEM contacted Warren County Community College and Centenary College to take the academic stakeholder survey. **We received responses from the following:**

-

Transportation

Warren County OEM reached out to Warren County Transportation requesting their contribution to this HMP update by taking the transportation stakeholder survey.



3.4 Public Participation - Citizen Involvement

In order to facilitate better coordination and communication between the Planning Committee and citizens and to involve the public in the planning process, it was determined that draft documents will be made available to the public via the Warren County website dedicated to the HMP update. The participating partners also feel that community input on the HMP will increase the likelihood of hazard mitigation becoming one of the standard considerations in the evolution and growth of the County.

The Steering and Planning Committees have made the following efforts toward public participation in the development and review of the Plan:

- The Warren County Office of Emergency Management created a dedicated website to hazard mitigation during the 2011 HMP planning process. This public website was maintained through the last five years and updated in early 2015 to reflect the 2016 HMP planning process as a way to facilitate communication between the Planning Committee and County residents (http://www.co.warren.nj.us/Hazards_M_Planning/gen_info.html).
The public website contains a project overview, project announcements, draft documents for review and comment, and a link to the county resident and stakeholder surveys. See Figure 3-1 for a screenshot of this public website.
- All municipalities with a public website were requested to post a link to the County HMP website to provide ongoing public outreach. Links to the public website have been established by the following municipalities: XXXs (refer to Appendix D for screenshots of these web pages).
- 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 (<https://www.surveymonkey.com/r/WarrenHMP>). The questionnaire asked 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. Responses were collected and provided back to plan participants for consideration in the mitigation action development. Appendix D summarizes public input received through the website, the online survey, and other sources.
- A public meeting was at the Board of Chosen Freeholders meeting on April 8, 2015. Refer to Appendix D for the agenda of this meeting.
- The hazard mitigation plan update and its upcoming availability for public review was presented at the XXXX Freeholders public meeting.
- A hazard mitigation planning tri-fold brochure (see Appendix D) was developed to inform the public of the planning process, provide local contact information, and encourage the public to review the plan and provide input.
 - Numerous copies of the brochure were provided to all municipalities and county participants to distribute in their communities and at their offices.
 - This brochure was also distributed via email to each OEM Coordinator in the County who were asked to send out using their local email distribution lists.
 - The brochure was distributed at the Warren County booth at the Warren County Farmer's Fair in July and August 2015.
- The county and participating municipalities were requested to use their social media accounts to announce and encourage plan participation through surveys. For example, Hackettstown posted the surveys on their Facebook and Twitter accounts. Screenshots of the social media public outreach efforts are presented in Appendix D.
- On INSERT DATE the Draft HMP update was posted to the public website for public review and comment prior to submittal to NJOEM and FEMA.

Screenshots and pictures of public outreach efforts are presented in Appendix D. Public comments that have been received to date are documented in Appendix D as well.

Figure 3-1. Screenshot of the Warren County Hazard Mitigation Webpage



Source: http://www.co.warren.nj.us/Hazards_M_Planning/index.html



3.5 INCORPORATION OF EXISTING PLANS, STUDIES, REPORTS AND TECHNICAL INFORMATION

The Warren County HMP update strived to use the best available technical information, plans, studies and reports throughout the plan process to support hazard profiling; risk and vulnerability assessment; review and evaluation of mitigation capabilities; and the identification, development and prioritization of county and local mitigation strategies.

The asset and inventory data used for the risk and vulnerability assessments is presented in the County Profile (Section 4). Details of the source of this data, along with technical information on how the data was used to develop the risk and vulnerability assessment, is presented in the Hazard Profiling and Risk Assessment Section (Section 5), specifically within Section 5.3 (Data and Methodology), as well as throughout the hazard profiles in Section 5.4. Further, the source of technical data and information used may be found within the References section.

Plans, reports and other technical information were identified and provided directly by the County, participating jurisdictions and numerous stakeholders involved in the planning effort, as well as through independent research by the planning consultant. The County and participating jurisdictions were tasked with updating the inventory of their Planning and Regulatory capabilities (see Capability Assessment section of each jurisdictional annex in Section 9), and providing relevant planning and regulatory documents as applicable. Relevant documents, including plans, reports, and ordinances were reviewed to identify:

- Existing municipal capabilities;
- Needs and opportunities to develop or enhance capabilities, which may be identified within the County or local mitigation strategies;
- Mitigation-related goals or objectives, considered during the development of the overall Goals [and Objectives] (see Section 6);
- Proposed, in-progress, or potential mitigation projects, actions and initiatives to be incorporated into the updated County and local mitigation strategies.

The following local regulations, codes, ordinances and plans were reviewed during this plan process in an effort to develop mitigation planning goals, objectives and mitigation strategies that are consistent across local and regional planning and regulatory mechanisms; and thus develop complementary and mutually supportive plans, including:

- Comprehensive/Master Plans
- Building Codes
- Zoning and Subdivision Ordinances
- NFIP Flood Damage Prevention Ordinances
- Site Plan Requirements
- Stormwater Management Plans
- Emergency Management and Response Plans
- Land Use and Open Space Plans
- Capital Plans
- State of New Jersey 2014 State Hazard Mitigation Plan Update

The “Legal and Regulatory” capability assessment of each participating jurisdiction is included in Section 9, Jurisdictional Annexes, and provides a listing of the local codes, ordinances, regulations, and planning mechanisms available in the jurisdictions and reviewed during this planning process.



A partial listing of the plans, reports, and technical documents reviewed in the preparation of this plan is included in Table 3-5.

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

| Existing Plan, Program or Technical Document | Date | Jurisdictional Applicability |
|---|------------|------------------------------|
| Allamuchy Housing Plan element and Fair Share Plan | 11/2009 | Allamuchy |
| Allamuchy Stormwater Management Plan | 04/28/2005 | Allamuchy |
| Allamuchy Highlands Preservation Area Master Plan Element | 09/2011 | Allamuchy |
| Alpha Borough Highlands ERI | 3/2012 | Alpha Borough |
| Alpha Borough Land Use and Circulation Elements | 12/11/2013 | Alpha Borough |
| Blairstown NRI Maps | 2005 | Blairstown |
| Franklin Natural Resource Inventory | 06/2007 | Franklin |
| Franklin Open Space and Recreation Plan | 01/2006 | Franklin |
| Franklin Comprehensive Farmland Preservation Plan | 04/2008 | Franklin |
| Franklin Twp Highlands Preservation Area MP Element | 12/15/11 | Franklin |
| Franklin Twp Highlands ERI | 8/2011 | Franklin |
| Franklin Twp MP Reex | 1/4/2012 | Franklin |
| Frelinghuysen ERI | 06/2012 | Frelinghuysen |
| Frelinghuysen Farmland Preservation Plan | 04/2008 | Frelinghuysen |
| Frelinghuysen Master Plan | 09/06/2007 | Frelinghuysen |
| Frelinghuysen Open Space and Recreation Plan | 06/2012 | Frelinghuysen |
| Greenwich Land Use Plan Element | 07/11/2011 | Greenwich |
| Greenwich Housing Element and Fair Share Plan | 05/25/2010 | Greenwich |
| Greenwich Circulation Plan Element | 07/10/2002 | Greenwich |
| Greenwich Open Space/Rec Plan Element | 06/13/2011 | Greenwich |
| Greenwich Groundwater Plan Element | 11/08/2005 | Greenwich |
| Greenwich Farmland Preservation Plan | 01/10/2011 | Greenwich |
| Hackettstown Highlands Model Master Plan Reex Report | 03/12/2012 | Hackettstown |
| Hackettstown ERI and Master Plan Reex Report | 03/12/2012 | Hackettstown |
| Master Plan Reex Report | 01/2008 | Hackettstown |
| Supplement Modification to MP | 03/2010 | Hackettstown |
| Hackettstown Highlands MP Element Draft B | 8/2011 | Hackettstown |
| Hackettstown Highlands ERI Draft | 8/2011 | Hackettstown |
| Master Plan Reex and Revision 2014 | 2014 | Hardwick |
| Harmony Highlands MP Element Draft | 3/2012 | Harmony |
| Hope Farmland Preservation Element | 06/2009 | Hope |
| Independence Highlands Preservation Area Element Draft | 02/2011 | Independence |
| Knowlton Farmland Preservation Plan | 05/2008 | Knowlton |
| Liberty Open Space Acquisition locations | Unk. | Liberty |
| Lopatcong Stormwater Management Plan | 02/22/2006 | Lopatcong |
| Lopatcong Highlands Element Draft | 11/2010 | Lopatcong |



| Existing Plan, Program or Technical Document | Date | Jurisdictional Applicability |
|--|------------|------------------------------|
| Oxford Master Plan | 01/10/2000 | Oxford |
| Oxford Highlands Element Draft | 11/2009 | Oxford |
| Phillipsburg Highlands ERI | 3/22/2012 | Phillipsburg |
| Phillipsburg MP Reex 2013 | 12/23/2013 | Phillipsburg |
| Phillipsburg Riverfront Heritage Trail | 6/20/2013 | Phillipsburg |
| Phillipsburg Riverfront Redevelopment Plan | 11/4/2013 | Phillipsburg |
| Phillipsburg Commerce Park Redevelopment Plan | 11/4/2013 | Phillipsburg |
| Pohatcong MP Highlands Element Draft | 05/2011 | Pohatcong |
| Pohatcong Highlands ERI | 3/7/2013 | Pohatcong |
| Washington Boro Downtown Redevelopment Plan | 04/07/2009 | Washington Borough |
| Washington Twp Wastewater Management Plan | 06/2012 | Washington Twp |
| Washington Twp MP Reex | 11/14/2007 | Washington Twp |
| Washington Twp Land Use and Housing Element Appendices | 06/17/2009 | Washington Twp |
| Washington Twp Highlands Element Draft | 11/2011 | Washington Twp |
| White Stormwater Management Plan | 04/12/2005 | White |
| White Farmland Preservation Plan Update 2010 | 04/2010 | White |
| Warren County Open Space and Recreation Plan Update | 06/02/2008 | Warren County |
| Warren County Strategic Growth Plan | 10/2005 | Warren County |
| Warren County Transportation Technical Study | 02/19/2004 | Warren County |
| Warren County Solid Waste Management | 08/07/2007 | Warren County |
| Warren County Farmland Preservation Plan | 04/2008 | Warren County |
| Delaware River Basin Interstate Flood Mitigation Task Force | 2007 | Warren County |
| Multi-Jurisdictional Flood Mitigation Plan for the Non-Tidal NJ Section of the DRB | 11/2008 | Warren County |

Note: Reex = Re-examination



3.6 Integration with Existing Planning Mechanisms and Programs

Effective mitigation is achieved when hazard awareness and risk management approaches and strategies become an integral part of public activities and decision-making. Within the County there are many existing plans and programs that support hazard risk management, and thus it is critical that this hazard mitigation plan integrate and coordinate with, and complement, those mechanisms.

The “Capability Assessment” section of Chapter 6 (Mitigation Strategy) provides a summary and description of the existing plans, programs and regulatory mechanisms at all levels of government (Federal, State, County and local) that support hazard mitigation within the County. Within each jurisdictional annex in Section 9, the County and each participating jurisdiction have identified how they have integrated hazard risk management into their existing planning, regulatory and operational/administrative framework (“integration capabilities”), and how they intend to promote this integration (“integration actions”).

A further summary of these continued efforts to develop and promote a comprehensive and holistic approach to hazard risk management and mitigation is presented in Section 7.

3.7 Continued Public Involvement

Warren County and participating jurisdictions are committed to the continued involvement of the public in the hazard mitigation process. Therefore, copies of the HMP update will be made available for review on their HMP public website. Each jurisdiction’s main point of contact identified earlier in this section (Table 3-2) shall be responsible for receiving, tracking, and filing public comments regarding this HMP update.

The public will have an opportunity to comment on the HMP update as a part of the annual mitigation planning evaluation process and the next five-year mitigation plan update. The HMP Coordinator (currently Mr. William E. Hunt, Deputy Director, Department of Public Safety) 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 HMP Coordinator. Additional meetings may also be held as deemed necessary by the Planning Committee. The purpose of these meetings would be to provide the public an opportunity to express concerns, opinions, and ideas about the HMP.

Further details regarding continued public involvement are provided in Section 7.

After completion of this HMP update, implementation and ongoing maintenance will continue to be 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 five-year mitigation plan updates.

A notice regarding annual updates of the plan will be publicized annually after the HMP Committee’s annual evaluation and posted on the public web site.

Mr. William E. Hunt has been identified as the ongoing County Hazard Mitigation Plan Coordinator (see Section 7), and is responsible for receiving, tracking, and filing public comments regarding this HMP Update. Contact information is:

Mailing Address: Warren County Department of Public Safety, 1024 Route 57, Washington, NJ 07882
Contact Name: William E. Hunt, Deputy Public Safety Director and Deputy OEM Coordinator
Email Address: whunt@co.warren.nj.us