



SECTION 8. PLANNING PARTNERSHIP

This section provides a description of the Suffolk County’s HMP update planning partnership, their responsibilities throughout the planning process, and the jurisdictional annexes developed as a result of their plan update efforts.

8.1 Background

FEMA encourages multi-jurisdictional planning for hazard mitigation. All participating jurisdictions must meet the requirements of Chapter 44 of the Code of Federal Regulations (44 CFR):

“Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process and has officially adopted the plan” [Section 201.6a(4)]

For the Suffolk County HMP update, a Planning Partnership was formed to leverage resources and to meet requirements for the federal DMA 2000 for as many eligible governments as possible. Members of the Planning Partnership consisted of representatives from each jurisdiction. The DMA defines a local government as follows:

Members of the planning partnership have the expertise to develop the plan, and have their jurisdiction’s authority to implement the mitigation strategy developed during the planning process. The planning partnership is responsible for developing and reviewing draft sections of the plan, creating the mitigation strategy for their jurisdiction, and adopting the final plan.

Any county, municipality, city, town, township , public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; any Indian tribe or authorized tribal organization, or Alaska Native village or organization; and any rural community, unincorporated town or village, or other public entity.

Each participating planning partner has prepared a jurisdictional annex to this plan. These annexes, as well as information on the process by which they were created, are contained in this volume.

8.2 Initial Solicitation and Letters of Intent

Suffolk County solicited the participation of all municipalities in the County at the commencement of this project. All municipalities interested signed a “Letter of Intent” and/or a resolution committing their participation and resources to the development of the Suffolk County HMP update (Appendix B). Table 8-1 lists the jurisdictions that elected to participate in the update process, and have met the minimum requirements of participation as established by the County and Steering Committee. Suffolk County, the Suffolk County Water Authority (SCWA), the Shinnecock Tribal Nation, the Unkechaug Tribal Nation, and municipalities indicated in Table 8-1 participated in the HMP update.

Table 8-1. Participating Jurisdictions in Suffolk County

Jurisdictions		
Suffolk County	Village of Asharoken	Village of North Haven
Suffolk County Water Authority	Village of Babylon	Village of Northport
Shinnecock Tribal Nation	Village of Belle Terre	Village of Ocean Beach



Jurisdictions		
Unkechaug Tribal Nation	Village of Bellport	Village of Old Field
Town of Babylon	Village of Brightwaters	Village of Patchogue
Town of Brookhaven	Village of Dering Harbor	Village of Poquott
Town of East Hampton	Village of East Hampton	Village of Port Jefferson
Town of Huntington	Village of Greenport	Village of Quogue
Town of Islip	Village of Head of Harbor	Village of Sag Harbor
Town of Riverhead	Village of Huntington Bay	Village of Saltaire
Town of Shelter Island	Village of Islandia	Village of Shoreham
Town of Smithtown	Village of Lake Grove	Village of Southampton
Town of Southampton	Village of Lindenhurst	Village of The Branch
Town of Southold	Village of Lloyd Harbor	Village of Westhampton Beach
Village of Amityville	Village of Nissequoque	Village of West Hampton Dunes

Note: The Village of Sagaponack is not participating in the 2020 HMP.

8.2.1 Planning Partner Expectations

The Steering Committee developed the following list of planning partner expectations, which were confirmed at the first Steering Committee meeting held on February 25, 2020 (see Appendix C [Meeting Documentation] for details):

- Identify representatives to serve as the planning point of contacts (POC), below. These individuals will be responsible for representing their jurisdiction and assuring that these participation expectations are met by their jurisdiction.
- Support the Steering Committee selected to oversee the development of this plan.
- Provide representation at Planning Committee meetings (~ 4 meetings over 9 months, including a Kickoff Meeting, Risk Assessment Meeting, a Jurisdictional Annex Workshop meeting and a Draft HMP meeting) and individual meetings with the contract consultant (~2 meetings and telephone conference calls).
- Provide data and information about your jurisdiction as requested by the Suffolk County Office of Emergency Management, or the contract consultant, to update your jurisdictional annex including:
 - Structure and facility inventory data
 - Identification of new development and anticipated development
 - Identification of natural hazard risk areas
 - Identification of natural hazard events and losses that have impacted your jurisdiction in the last five years
 - Identification of plans, studies, reports and ordinances addressing natural hazard risk
 - Identify mitigation activity in your jurisdiction in the last five years, including progress on previously identified mitigation actions
- Support public outreach efforts in your jurisdiction which may include:
 - Providing notices of the planning project on our jurisdiction website if available with links to a County project website
 - Providing notice of the planning project, the availability of plan documents, and notice of public meetings via available local media (e.g. newsletters, flyers, email blasts, social media, etc.)
 - Advertising and supporting public meetings in your area.
 - Supporting outreach to NFIP Repetitive Loss and Severe Repetitive Loss property owners in your jurisdiction



- Assist with the identification of stakeholders within your jurisdiction that should be informed and potentially involved with the planning process.
- Review draft plan sections when requested and provide comment and input as appropriate.
- Prepare and submit a Jurisdictional Annex to the Steering Committee and/or the contract consultant. Templates and instructions to aid in the compilation of this information will be provided to all participating partners. Each partner will be expected to complete their templates in a timely manner and according to the timeline specified by the Steering Committee. The Steering Committee will assure that technical and administrative resources are available to assist with the preparation and completion of the annexes including meeting with the contract consultant to facilitate the review and update.
- Identify specific mitigation actions to address each of the natural hazards posing high or medium risk to your jurisdiction. These initiatives will be presented in your annex.
- Involve your local NFIP Floodplain Administrator in the planning process.
- Adopt the HMP by resolution of their governing body after FEMA conditional approval.
- Provide the Steering Committee with summary or jurisdiction staff and volunteer labor spent on the planning process on a monthly basis.

By adopting this plan, each planning partner also agrees to the plan implementation and maintenance protocol established in Volume I. As described in Volume I, Section 7 (Plan Maintenance) it is intended that the Planning Partnership remain active beyond the regulatory update to support plan maintenance. Regarding the composition of the Steering Committee and Planning Partnership, it is recognized that individual commitments change over time, and it shall be the responsibility of each jurisdiction and its representatives to inform the HMP Coordinator of any changes in representation.

8.2.2 Jurisdictional Annex Preparation Process

As stated in the 2017 New York State Hazard Mitigation Planning Standards, jurisdictional annexes provide a unique, stand-alone guide to mitigation planning for each jurisdiction. The Suffolk County HMP update is organized so that there is an annex for each participating jurisdiction, including Suffolk County. Section 9 (Jurisdictional Annexes) does not include an annex for the Village of Sagaponack.

Data Collection

Data collection worksheets were created to help the Planning Partnership prepare their jurisdiction-specific annexes. The worksheets were created so that all federal and state criteria would be met, based on a jurisdiction's capabilities and mode of operation. Each partner was asked to participate in a municipal kick-off meeting, held on February 5, 2020, during which key elements of the worksheets were discussed and subsequently completed by the appropriate jurisdictional personnel for each worksheet. The worksheets were collected, and the information was incorporated into each jurisdictional annex. In the event additional information was needed, the jurisdictional point of contact was contacted to provide more input into their annex.

Hazard Ranking Exercise

The presentation of the risk assessment and risk ranking for each jurisdiction took place on April 29, 2020. At this meeting, the consultant presented the overall risk assessment for the hazards of concern. In addition, each planning partner was asked to review the ranked risk specific for its jurisdiction. Refer to Section 5.3 (Hazard Ranking) for the methodology of the hazard ranking process. The calculated ranking was presented to each jurisdiction and they were asked to review the ranking and revise based on history of events, probability of occurrence, and the potential impact on people, property, and the economy. The objectives of this exercise were to familiarize the partnership with how to use the risk assessment as a tool to support other planning and hazard mitigation processes and to help prioritize types of mitigation actions that should be considered. Hazards that



were ranked as “high” for each jurisdiction as a result of this exercise were considered to be priorities for identifying appropriate mitigation actions, although jurisdictions also identified actions to mitigate “medium” or “low” ranked hazards as appropriate.

Mitigation Strategy Workshop

The consultant and NYS DHSES provided a virtual mitigation strategy workshop to Suffolk County and its jurisdictions on June 3, 2020. The purpose of this workshop was to guide the planning partnership in completing this portion of the planning process and discuss how projects that are well developed and documented are more quickly identifiable for selection when grants become available. At this meeting, NYS DHSES discussed the importance of developing mitigation actions. Staff members of the consultant team then held one-on-one calls with each jurisdiction to identify clear, implementable mitigation actions as well as to further support the completion of the jurisdictional annexes. The NYS DHSES action worksheet template and instructions are provided in Appendix J (NYS DHSES Planning Standards).

Municipal Support Meetings

In addition to the municipal kick-off meeting, individual municipal support meetings were held in person or virtually (due to local coronavirus restrictions) throughout the planning process. At these support meetings, the consultant worked one-on-one with the planning partners to complete their jurisdictional annexes. Each section of the annex was discussed to ensure accuracy and completeness. This included, but not limited to, the following:

- Reviewing the calculated hazard ranking for the jurisdiction and provide input to adjust the ranking as necessary.
- Reviewing the list of critical facilities located in the jurisdiction and their exposure to the 1% and 0.2% flood hazard area. As required in the 2017 New York State Hazard Mitigation Planning Standards, critical facilities located in the Special Flood Hazard Area must document that critical facilities are protected to the 500-year flood event, or worst-case damage scenario. For those that do not meet this level of protection, the plan must include an action to meet this criterion or explain why it is not feasible to do so. By reviewing the list, jurisdictions were able to identify additional mitigation actions related to the critical facilities found in their municipality.
- Identify mitigation initiatives that have reasonable potential to be accomplished within the lifespan of the HMP (five years), including both FEMA-eligible projects and those projects using funds from non-FEMA sources.

Jurisdictional Annexes

While the jurisdictional annex format is designed to document and assure local compliance with the DMA 2000 regulations, its greater purpose and function includes:

- Providing a locally-relevant synthesis of the overall mitigation plan that can be readily presented, distributed, and maintained;
- Facilitating local understanding of the community’s risk to natural hazards;
- Facilitating local understanding of the community’s capabilities to manage natural hazard risk, including opportunities to improve those capabilities;
- Facilitating local understanding of the efforts the community has taken, and plans to take, to reduce their natural hazard risk;
- Facilitating the implementation of mitigation strategies, including the development of grant applications;



- Providing a framework by which the community can continue to capture relevant data and information for future plan updates.

It is recognized that each jurisdiction's annex is a "living" document and will continue to be improved as resources permit. As such, its design is intended to promote and accommodate continued efforts to maintain the annex to be current and to improve the effectiveness of the annex as the key tool, reference and guiding document by which the jurisdiction will implement hazard mitigation locally.

The following provides a description of the various elements of the jurisdictional annex.

Section 9.X.1: Hazard Mitigation Planning Team: Identifies the hazard mitigation planning primary and alternate(s) contacts and Floodplain Administrators as identified by the jurisdiction.

Section 9.X.2: Municipal Profile: Provides an overview and profile of the jurisdiction, including an identification of areas of known and anticipated future development and the vulnerability of those areas to the hazards of concern.

Section 9.X.3: Growth/Development Trends: Summarizes recent and expected future development trends, including major residential/commercial development and major infrastructure development.

Section 9.X.4: Capability Assessment: This subsection provides an inventory and evaluation of the jurisdiction's tools, mechanisms and resources available to support hazard mitigation and natural hazard risk reduction. Within the municipal annexes, tables provide an inventory of the municipality's planning and regulatory, administrative and technical, and fiscal, capabilities, respectively. Further, another table identifies the municipality's level of participation in state and federal programs designed to promote and incentivize local risk reduction efforts.

Section 9.X.5: National Flood Insurance Program (NFIP): This subsection documents the NFIP as implemented within the jurisdiction. This summary was based on surveys prepared by, and/or interviews conducted with, the NFIP Floodplain Administrators for each NFIP-participating community in the County. This subsection also identifies actions to enhance implementation and enforcement of the NFIP within the community.

Section 9.X.6: Integration with Other Planning Mechanisms: This subsection identifies how the jurisdiction has integrated hazard risk management into their existing planning, regulatory and operational/administrative framework ("integration capabilities"), and/or how they intend to promote this integration ("integration actions"). Further information regarding Federal, State and local capabilities may be found in the Capability Assessment portion of Section 6.

Section 9.X.7: Evacuation, Sheltering, Temporary Housing, and Permanent Housing: This subsection describes the process followed to identify evacuation routes and emergency shelters for residents displaced by hazard impacts (notably flooding). It also describes the areas in the jurisdiction, and/or coordinated by the County, where temporary housing (e.g., FEMA trailers) can be placed for evacuees and describes areas suitable for development of new permanent housing.

Section 9.X.8: Hazard Event History Specific to the Jurisdiction: Identifies hazard events that have caused significant impacts within the jurisdiction, including a summary characterization of those impacts as identified by the jurisdiction. The documentation of events and losses is critical to supporting the identification and justification of appropriate mitigation actions, including providing critical data for benefit-cost analysis. It is recognized that this "inventory" of events and losses is a work-in-progress, and may continue to be improved as



resources permit. As such, the lack of data or information for a specific event does not necessarily mean that the jurisdiction did not suffer significant losses during that event.

Section 9.X.9: Hazard Ranking and Jurisdiction-Specific Vulnerabilities: This subsection provides information regarding each plan participant’s vulnerability to the identified hazards. Full data and information on the hazards of concern, the methodology used to develop the vulnerability assessments, and the results of those assessments that serve as the basis of these local risk rankings may be found in Section 5 (Risk Assessment).

Critical Facilities Flood Risk: Identifies potential flood losses to critical facilities in the jurisdiction, based on the flood vulnerability assessment process presented in Section 5.

- **Hazard Ranking:** The Suffolk County HMP update identifies and characterizes the broad range of hazards that pose risk to the entire planning area; however, each jurisdiction has differing degrees of risk exposure and vulnerability aside from the whole. The local risk ranking serves to identify each jurisdiction’s degree of risk to each hazard as it pertains to them, supporting the appropriate selection and prioritization of initiatives that will reduce the highest levels of risk for each community.
- **Identified Issues:** Presents other specific hazard vulnerabilities as identified by the jurisdiction.

Section 9.X.10: Mitigation Strategy and Prioritization: This section discusses and provides the status of past mitigations actions and status, describes proposed hazard mitigation initiatives, and prioritization.

- **Past Mitigation Initiative Status:** Where applicable, a review of progress on the jurisdiction’s prior mitigation strategy is presented, identifying the disposition of each prior action, project or initiative in the jurisdiction’s updated mitigation strategy. Other completed or on-going mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this sub-section as well.
- **Completed Mitigation Initiatives Not Identified in the Previous Mitigation Strategy:** Other completed or on-going mitigation activities that were not specifically part of a prior local mitigation strategy may be included in this subsection as well.
- **Proposed Hazard Mitigation Initiatives for the Plan Update:** Table 9.X-11 presents the jurisdiction’s updated mitigation strategy. As indicated, applicable mitigation actions, projects and initiatives are further documented on an Action Worksheet which provides details on the project identification, evaluation, prioritization and implementation process. Table 9.X-12 provides a summary of the local mitigation strategy prioritization process discussed in Section 6.

Section 9.X.11: Proposed Mitigation Action Types: Indicates the range of proposed mitigation action categories.

Section 9.X.12: Staff and Local Stakeholder Involvement in Annex Development: This section in each annex provides details on which departments were involved throughout the development of the jurisdictional annex. Further detail is provided in Section 3 (Planning Process), Section 9 (jurisdictional annexes) and Appendix B (Participation Matrix).

Section 9.X.13: Hazard Area Extent and Location Map: Each annex includes a map (or series of maps) illustrating identified hazard zones and critical facilities. Further, these maps show areas of known or anticipated future development, as available and provided by the jurisdiction.

Action Worksheets: Developed action worksheets actions that jurisdictions identified as high priorities for applying for FEMA funding support are included at the end of each annex.



8.2.3 Coverage Under the Plan

All planning partners met the participation requirements specified by the Steering Committee and are included in this volume.

Any non-participating local government within the Suffolk County planning area can “dock” to this plan in the future following the linkage procedures defined in Appendix K (Linkage Procedures).

Table 8-2 lists the status of each jurisdiction, whether or not they submitted letters of intent to participate, and their ultimate status in this plan update. Refer to Appendix B (Participation Matrix) and Appendix C (Meeting Documentation) for details on participation and meeting attendance.

Table 8-2. Jurisdictional Status

Municipality	Letter of Intent to Participate	Attended Workshops and/or Meetings and Project Calls	Provided Update on Past Projects	Submitted Mitigation Actions for Current Plan	Seeking Approval for Adoption (meets all previous requirements)
Suffolk County	N/A	X	X	X	Yes
Suffolk County Water Authority	X	X	X	X	Yes
Shinnecock Tribal Nation	X	X	X	X	Yes
Unkechaug Tribal Nation	X	X	X	X	Yes
Town of Babylon	X	X		X	Yes
Town of Brookhaven	X	X	X	X	Yes
Town of East Hampton	X	X	X	X	Yes
Town of Huntington	X	X	X	X	Yes
Town of Islip	X	X	X	X	Yes
Town of Riverhead	X	X	X	X	Yes
Town of Shelter Island	X	X	X	X	Yes
Town of Smithtown	X	X	X	X	Yes
Town of Southampton	X	X	X	X	Yes
Town of Southold	X	X	X	X	Yes
Village of Amityville	X	X	X	X	Yes
Village of Asharoken	X	X	X	X	Yes
Village of Babylon	X	X	X	X	Yes
Village of Belle Terre	X	X	X	X	Yes
Village of Bellport	X	X	X	X	Yes
Village of Brightwaters	X	X	X	X	Yes
Village of Dering Harbor	X	X	X	X	Yes
Village of East Hampton	X	X	X	X	Yes
Village of Greenport	X	X	X	X	Yes
Village of Head of Harbor	X	X	X	X	Yes
Village of Huntington Bay	X	X	X	X	Yes
Village of Islandia	X	X	X	X	Yes



Municipality	Letter of Intent to Participate	Attended Workshops and/or Meetings and Project Calls	Provided Update on Past Projects	Submitted Mitigation Actions for Current Plan	Seeking Approval for Adoption (meets all previous requirements)
Village of Lake Grove	X	X	X	X	Yes
Village of Lindenhurst	X	X	X	X	Yes
Village of Lloyd Harbor	X	X	X	X	Yes
Village of Nissequoque	X	X	X	X	Yes
Village of North Haven	X	X	X	X	Yes
Village of Northport	X	X	X	X	Yes
Village of Ocean Beach	X	X	X	X	Yes
Village of Old Field	X	X	X	X	Yes
Village of Patchogue	X	X	X	X	Yes
Village of Poquott	X	X	X	X	Yes
Village of Port Jefferson	X	X	X	X	Yes
Village of Quogue	X	X	X	X	Yes
Village of Sag Harbor	X	X	X	X	Yes
Village of Saltaire	X	X	X	X	Yes
Village of Shoreham	X	X	X	X	Yes
Village of Southampton	X	X	X	X	Yes
Village of The Branch	X	X	X	X	Yes
Village of Westhampton Beach	X	X	X	X	Yes
Village of West Hampton Dunes	X	X	X	X	Yes

Workshops and additional meetings (via in person, email and/or teleconference) to complete the jurisdictional annexes were held with the Steering and Planning Committees throughout the planning process. In summary, all participating communities and the County completed the planning partner expectations and annex-preparation process. Details regarding these meetings are described further in Sections 3 (Planning Process) and 6 (Mitigation Strategy). Completed jurisdictional annexes are presented in Section 9.