

## **Step 10 - Implement, Maintain, Evaluate and Revise the Plan.**

Following approval of this Flood Plain Management & Hazards Mitigation Plan by SEMO and FEMA, the Village of Patchogue will officially adopt the Plan as part of Step 9. Step 10 begins with the implementation of the plan. The Steering Committee, described in Step 1, under direction of the Chairperson will review and monitor the progress of the plan. The Village Board of Trustees is responsible for approving the implementation of the plan and any substantial revisions. Current officials of the Village or the Committee including the Deputy Mayor, Commissioner of Public Works, Director of Community Development, the Senior Building Inspector or other Village officials and consultants appointed by the Mayor will be responsible for administering specific projects proposed in Step 8.

This plan is a living document. Once the plan is approved and implemented, the Steering Committee will maintain the plan through periodic review of the schedule, preparation of detailed plans for proposed funded activities, monitoring the plan's progress and evaluating the plan's successes. As this plan is implemented, the Committee will review and evaluate any additional organizations, contributors or stakeholders that are needed to advise and participate in a particular activity.

### **10.A Plan Maintenance Process**

The Committee Chairperson (currently the Village Director of Community Development) designated by the Mayor will be responsible for the administration of the plan. The Plan Administrator will assure that the plan is implemented, maintained, its effectiveness evaluated and that it is updated. The progress of the work activities will be monitored, the schedule tracked in monthly activity progress reports, and reviewed by the Plan Administrator. The Administrator will be responsible for scheduling and coordinating committee meetings, conference calls or meetings with funding agencies, stakeholders, community members and arranging site visits as needed.

The Plan Administrator will work closely with the Committee and the Board of Trustees to assure that it is fully informed of progress on activities. The administrator will assure that monthly progress reports and updates are provided to the committee and to funding agencies by the end of the first week of each month. The monthly progress report should contain the following information to help monitor the program:

- Activity Item(s) Covered
- Report Period
- Funding Agency
- Village Activity Administrator
- Key Deliverable Reports, Plans, Design Drawings or Studies
- Activity Technical Progress
- Key Meetings, Phone Conferences or Site Visits
- Key Successes or Problems
- Schedule Status and Progress
- Budget Status
- Current Plan Evaluation
- Recommendations

The progress of the plan and review of the plan will be conducted annually. Annual committee reviews will be prepared each year by the 31 of January. The Mayor and Village Board of Trustees will be informed of the plan's progress. A yearly summary report, which evaluates progress of the plan, will also be submitted by the end of January of each year to the Steering Committee and funding agencies. The Steering Committee Chairperson will be responsible for assuring that the plan's effectiveness is evaluated.

The Committee will review the monthly and annual reports to evaluate the plan's implementation progress. The Plan Administrator will provide the Committee with updates on the completion of the Plan Action Items. The community will be informed of

the plan's progress through the Village Web Pages proposed in Section 8.D.6 and in annual public meetings.

### **10.B Evaluate Plan Effectiveness**

The Steering Committee will review the monthly and annual reports to evaluate the plan's effectiveness and to determine if action item objectives are being achieved. This evaluation will be included as part of the annual report submitted by the Plan's Administrator. He or she will provide the Committee and Trustees with any reports, updates on hazard vulnerability or changes in estimated losses. The Community Rating System (CRS) Program will be evaluated in terms of the number of participants and the current rating. Estimating the losses avoided will be used as an indicator of success. This is an estimate of costs that would have occurred if mitigation action were not taken. Participation in the National Flood Insurance Program can be followed and any information on number of participants and claims will be examined as an indicator of success.

Another measure of the effectiveness is the successful completion of work activities, the number of recommendations implemented, and specific action plans accepted.

### **10.C Incorporation with other Plans**

The Village of Patchogue also has incorporated other related ongoing projects and draft plans as part of this Hazard Mitigation Plan. These projects and plans include:

- Road Elevation Projects: As part of the Municipal Separate Storm Sewer System Program (MS4's), the Village continues to evaluate the flooding conditions on many of the roads with in the Village, as this is directly linked to the Villages storm water drainage system. In an effort to alleviate "non-point source pollution", plans are constantly being reviewed to improve drainage, either by raising roads, increasing the drainage system capacity, or both. The Village has

- completed a Road Elevation and drainage Improvement project to control flooding problems on Argyle Lane, Laurel Street, Pine Boulevard, and Campbell Street. They have also begun a complete road renovation project on North Ocean Avenue, which is a main artery for traffic entering and leaving the Village, and would serve as one of the main routes for emergency vehicles. Improvements to North Ocean Avenue will include, new and increased storm water drainage, new sewer and gas lines, new water mains, and new and increased street lighting. Projected completion of this project is the spring of 2007. Both of these projects will be incorporated as part of this plan.
- Municipal Separate Storm Sewer System Program (MS4's): As part of the Villages efforts to remain compliant with the guidelines set fourth by the State Department of Environmental Conservation (DEC) MS4's program, storm water drainage with in the Village is constantly being evaluated and improved. Federal and state storm water regulations (MS4 regulations) are under the responsibility of the Commissioner of Public Works. This plan provides for control of on site storm water. The Village has hired a consulting engineer who has applied for a non-point source control permit in preparing the Storm Water Management Plan. In 2005 the Village filed for a NY State Pollution Discharge Elimination System permit under the MS4 program. Required permit measures include public participation, outreach and involvement; illicit discharge and elimination; runoff controls; and pollution prevention. The MS4 requirements will be integrated into this Mitigation Plan, and will be included in the Storm Water Management Plan activity item. This plan will be integrated as an update to this Hazard Mitigation Plan. Once the Storm Water Management Plan has been finalized it will be submitted to SEMO and FEMA as an update to this Floodplain Management and Hazard Mitigation Plan. A copy will also be sent to NYSDOS as an update to the Village's Local Waterfront Revitalization Plan (LWRP) since some of the proposed projects will qualify as eligible improvements under the NYS LWRP program.

- Upgrade and Expand Waste Water Treatment Plant: The Village has begun a project to improve and increase the capacity of its wastewater treatment plant. The revised Facility Plans for this project, which include sewer mains and pumping stations, has been submitted to the DEC. The Village has also implemented “house keeping steps”, as outlined by the State Environmental Quality Review Act (SEQRA). Implementation of this action will reduce the impacts from waste that overflows to the river and backs up in sewers during storms. This project is being incorporated as part of this Hazard Mitigation Plan.
- Local Waterfront Revitalization Plan (LWRP), and Emergency Response and Preparedness Plan: The Village of Patchogue has begun actions to develop a Local Waterfront Revitalization Plan (LWRP). The Village has recently awarded this project to AKRF. AKRF is a planning and engineering consulting firm located in Bohemia, New York. Work on this plan is well under way and is supported by the NYS Department of State (DOS) Division of Coastal Resources. The LWRP will include a discussion of factors that contribute to flooding and erosion, but it does not address other hazards addressed in this Plan. Once the LWRP has been finalized and approved by NYS DOS, it will be submitted to SEMO and FEMA as an update to this Floodplain Management and Hazard Mitigation Plan. In addition, formulation and adopting new local laws under the LWRP will also involve several of the same people who participated in this Hazard Mitigation Plan.
- Emergency Response and Operations Plan Update: The Village has prepared a Working Copy of an Emergency Response and Preparedness Plan. The revision of this plan needs to be integrated with SEMO and the local and Suffolk County agencies. This plan has leaders and responsibilities assigned, and is a coordinated and flexible plan with the ability to respond to a variety of incidents and hazards discussed in this Hazard Mitigation Plan. The Village’s “Working Copy” Emergency Response and Preparedness Plan needs to be updated and will include coordination with Town, County and State Offices as discussed in Section 7.B.1.1. The Village Commissioner of Support Services is responsible for the

Fire District and the Ambulance District and for the revision and completion of this plan. Resources need to be identified and committed for various types of hazards identified in this hazards mitigation plan. The items need to be integrated with the revised emergency plan. Completion and approval of this plan has been identified as an action item in this plan.

- Zoning: The Village is currently adopting new legislation to their code regarding new construction. The new legislation will address the type of construction, method of construction, where it will be permitted, and is based on the Flood Insurance Rate Maps (FIRM) produced by FEMA.

The activities, which are discussed in Steps 7 and 8, involve the same village officials who served on the Steering Committee, and were responsible for developing this Hazard Mitigation Plan. These same people will oversee the implementation of the integrated plan once it is formally approved by SEMO/FEMA and adopted by the Board of Trustees.

#### **10.D Public Participation**

Improving the public participation program is a key goal of this mitigation plan. The Patchogue community will continue to be notified of all important project activities, reports, public meetings and recommendations through the expanded Village website. Notifications will also include news bulletins and public notices that are published in the local newspaper. The individual administrator for each specific project will be responsible for communicating with the public. The Village Web Page is proposed to be upgraded and will include items related to emergency planning that were discussed in Section 7.B.1.6. At a minimum, one public meeting a year will be held to address the status and progress of this Hazard Mitigation Plan. All annual reports, technical reports, plan updates and amendments will be available at the Village Hall, the public library, and the Villages website for public review and input. In addition, the MS4's program and the LWRP have specific public participation, outreach and involvement requirements. There

will be an integration of outreach, and public input programs, for the Hazard Mitigation Plan, into the MS4's and the LWRP as well.

## **10.E Update the Plan**

The Village of Patchogue is committed to reviewing and updating the plan every five years. The Village will monitor, gather information, implement, and revise where necessary, this Hazard Mitigation Plan. Starting from the date of approval of the fifth year of the program, a revised and updated version of this plan will be resubmitted. The hazards identified, the risk assessment, and results of recent disasters will be included in the resubmittals. Monitoring, gathering of information, and implementation of elements within this plan will be a continual process. Updating of the Hazard Mitigation Plan will begin at least one-year before the document is resubmitted. The first resubmission will be made five years from the original approval date. The Hazard Mitigation Plan Steering Committee will be responsible for reviewing all updates to the plan. The updates will be submitted by the Plan Administrator and will incorporate any annual changes to the scope of work such as newly identified activities or hazards, any expansion or deletion of currently planned activities or changes in costs or schedules. Any significant changes in scope, costs or schedule are to be approved by the Village Board of Trustees.

Changes in community or property development will be evaluated. Any new projects, plans or applicable mitigation measures will be examined and potential losses estimated and evaluated. Over a five-year period there may be applicable changes in local, state, or federal requirements, policies and funding. This may require updating the goals, objectives and actions of the plan. The update may require changing a current mitigation measure or implementing a measure for a different hazard or loss prevention. Within three months of start of the review, a draft revised plan will be submitted to SEMO. After receipt of comments from reviewers, the Village will revise the draft within two months and submit it to SEMO for approval.