



SECTION 8. PLANNING PARTNERSHIP

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

2019 HMP Update Changes

- For the 2019 HMP update, the planning partnership remains in Section 8.
- This section has been updated and expanded.

8.1 BACKGROUND

The Federal Emergency Management Agency (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 Burlington County HMP update, a Planning Partnership was formed to leverage resources and to meet requirements for the federal Disaster Mitigation Action of 2000 (DMA) for as many eligible governments as possible. The DMA provides the following definition for a local government:

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 2 of this HMP.

8.1.1 Initial Solicitation and Letters of Intent

Burlington County solicited the participation of all municipalities in the county at the commencement of this project. All municipalities interested signed a *Letter of Intent* or a resolution committing their participation and resources to the development of the Burlington County HMP update (Appendix C). 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 the Steering Committee. Burlington County and all its municipalities participated in the HMP update.

Table 8-1. Participating Jurisdictions in Burlington County

Jurisdictions		
Burlington County		
City of Beverly	Township of Florence	Township of Southampton
City of Bordentown	Township of Hainesport	Township of Springfield
City of Burlington	Township of Lumberton	Township of Tabernacle
Township of Bass River	Township of Mansfield	Township of Washington
Township of Bordentown	Township of Maple Shade	Township of Westampton



Jurisdictions		
Township of Burlington	Township of Medford	Township of Willingboro
Township of Chesterfield	Township of Moorestown	Township of Woodland
Township of Cinnaminson	Township of Mount Holly	Borough of Fieldsboro
Township of Delanco	Township of Mount Laurel	Borough of Medford Lakes
Township of Delran	Township of New Hanover	Borough of Palmyra
Township of Eastampton	Township of North Hanover	Borough of Pemberton
Township of Edgewater Park	Township of Pemberton	Borough of Riverton
Township of Evesham	Township of Riverside	Borough of Wrightstown
	Township of Shamong	

8.1.2 Planning Partner Responsibilities

The Planning Committee agreed to the following list of expectations:

- Support the Steering Committee to oversee the development of the 2019 HMP;
- Provide representation at Planning Committee meetings throughout the development of the plan update;
- Provide data and information about the jurisdiction as required by the Steering Committee and contract consultant;
- Support public outreach efforts in their jurisdiction;
- Assist with the identification and encourage the participation of stakeholders and citizens in the HMP development process;
- Assist in gathering information for inclusion in the HMP, including the use of previously developed reports and data;
- Identify mitigation strategies specific to the jurisdiction and actions that address natural hazards risk to the jurisdiction;
- Involving the NFIP Floodplain Administration in the planning process;
- Review draft sections of the plan and provide comment and input as appropriate; and
- Develop, revise, adopt, and maintain Volume I of the HMP update in its entirety and the local jurisdictional annex in Volume II.

As described in Section 7 (Plan Maintenance), the planning partnership is intended to remain active beyond the regulatory update to support plan maintenance. Regarding the composition of the Steering and Planning Committees, it is recognized that individual commitments change over time, and it will be the responsibility of each jurisdiction and its representatives to inform the HMP Coordinator of any changes in representation.

8.1.3 Jurisdictional Annex Preparation Process

The Burlington County HMP 2019 Update is organized so that there is an annex for Burlington County and for every jurisdiction within the county’s borders. Section 9 (Jurisdictional Annexes) includes an annex for every jurisdiction in Burlington County.

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 November 30, 2017, 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.

Mitigation Strategy Workshop

NJOEM provided a mitigation strategy workshop to Burlington County and its jurisdictions on March 1, 2018. At this meeting, NJOEM discussed the importance of developing mitigation actions and how to develop implementable and achievable actions that align with a community’s capabilities. The purpose of this workshop was to guide the planning partnership in completing this portion of the planning process and how projects that are well developed and documented are more quickly identifiable for selection when grants become available. The action worksheet template and instructions are provided in Appendix F (Mitigation Action Worksheets).

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 HMP updates.

Each jurisdiction’s annex is intended to be 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.

Table 8-2. Jurisdictional Annex Elements

Section Number	Section Title	Description
Section 9.X.1	HMP Points of Contact	Identifies the hazard mitigation planning primary and alternate contacts, identified by the jurisdiction as of March 2019.
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	Natural Hazard Event History Specific to the Municipality	Identifies hazard events that 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. This inventory of events and losses is a work-in-progress and will continue to be improved as resources permit. As such, the lack of



Section Number	Section Title	Description
		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.4	Hazard Vulnerabilities and Ranking	<p>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 Volume 1, Section 5 (Risk Assessment).</p> <ul style="list-style-type: none"> • <i>Hazard Risk/Vulnerability Risk Ranking</i>: Summarizes the hazard risk/vulnerability rankings of potential hazards specific to the jurisdiction. • <i>NFIP Summary</i>: Provides NFIP summary statistics for the jurisdiction. • <i>Critical Facilities</i>: Identifies the number of critical facilities by type located in the FEMA-designated flood zones, based on the flood vulnerability assessment process presented in Section 5 (Risk Assessment). • <i>Other Vulnerabilities Identified</i>: Presents other specific hazard vulnerabilities as identified by the jurisdiction.
Section 9.X.5	Capability Assessment	<p>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, regulatory, administrative, technical, and fiscal capabilities. Further, another table identifies the municipality’s level of participation in state and federal programs designed to promote and incentivize local risk reduction efforts.</p> <ul style="list-style-type: none"> • <i>NFIP</i>: 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. • <i>Integration of Hazard Mitigation into Existing Planning Mechanisms</i>: 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.6	Mitigation Strategy and Prioritization	<p>Discusses and provides the status of past mitigation actions and status, describes proposed hazard mitigation initiatives, and prioritization.</p> <ul style="list-style-type: none"> • <i>Past Mitigation Initiative Status</i>: Where applicable, reviews progress of the jurisdiction’s prior mitigation strategy, 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 would be included in this subsection. • <i>Proposed Mitigation Strategy</i>: 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 (Mitigation Strategy).
Section 9.X.7	Future Needs to Better Understand Risk / Vulnerability	Identifies any anticipated needs in order to better understand future risk and vulnerability raised during the development of each annex.
Section 9.X.8	Hazard Area Extent and Location	Each annex includes two maps illustrating identified hazard zones, critical facilities, and areas of NFIP RL and SRL properties. Further, these maps



Section Number	Section Title	Description
		show areas of known or anticipated future development, as available and provided by the jurisdiction.
Action Workshhets	Action Worksheets	Provides each municipality with a more developed starting point for project implementation should funding become available. Workshops and additional meetings (in person, by email, or by 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 (Jurisdictional Annexes).

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