

**SECTION 5
PLAN MAINTENANCE**

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Santa Rosa County Local Mitigation Strategy

This section of the Plan describes and documents the process used to maintain the Local Mitigation Strategy Plan.

Plan Maintenance and Evaluation

The Santa Rosa County 2016 Local Mitigation Strategy (LMS) was revised to reflect changes in local mitigation efforts and priorities. There have been no substantial changes in development; discussions about this matter took place but it was decided that a change based upon development trends was not necessary or applicable.

The following procedures have been approved by the Santa Rosa County Local Mitigation Strategy in order to carry out plan maintenance and evaluation over the next five years.

1. The Local Mitigation Strategy will meet on at least a semi-annual basis (once during the first six months of the year and once during the second half) to discuss the plan's effectiveness, project status, and update existing conditions or add new mitigation considerations. At the semi-annual Local Mitigation Strategy meeting, the steering committee will take the time to assess the effectiveness of the plan with regard to achieving goals and objectives, and to completion of projects on the mitigation measures list. The steering committee will meet more frequently if needed, for example post-disaster or upon request from a Local Mitigation Strategy Committee Member.

2. A presentation will be given to the Santa Rosa County Board of Commissioners on an annual basis to occur no later than the month of October. This presentation will include a progress report on the activities of the Local Mitigation Strategy and will include information relevant to procedure number 1.

3. The annual evaluation of the Local Mitigation Strategy will include:

- Changes to the hazard risk or vulnerability
- Changes to the project priority list
- Changes to the critical facilities list
- Changes to the FEMA NFIP repetitive loss properties list
- Revisions to any applicable maps.

In accordance with Florida Statute Chapter 27P-22, changes and updates will be submitted to the Florida Division of Emergency Management, Mitigation Planning Section each January.

4. As required, members of the public and private sectors will continue to be invited to participate in the plan review, and at LMS meetings or workshops. Any

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recommendations made will be considered for incorporation by the Local Mitigation Strategy Support Staff in conjunction with the Local Mitigation Strategy Steering Committee. Any annual changes to the LMS will be made available to the public for review and comment through the Santa Rosa County Planning and Zoning Department.

5. For the 5-year evaluation and update, Support Staff and the Local Mitigation Strategy will start the update process as close as possible to 18 months prior to plan expiration. This review will address all elements of the plan as required by C.F.R. 44 §201.6. The plan expires five years after the plan is officially approved by the State of Florida. All revisions will be made available in draft form to the public for review and comment before the plan is submitted for approval. Materials for review will be available online at the Local Mitigation Strategy website and at the Planning & Zoning Department.

The Santa Rosa County Grants Department, in partnership with the Planning & Zoning department, will continue the lead in scheduling and monitoring the LMS Steering Committee efforts including both annual and 5-year updates. A notice to the public will be made before every meeting, and the results of the meetings will be made available to the public on the Local Mitigation Strategy website. Special meetings of the Local Mitigation Strategy will be called as needed.

The Santa Rosa Local Mitigation Strategy may hire an outside consultant to assist in the update of the Local Mitigation Strategy. It will be the goal of the Local Mitigation Strategy Steering Committee to maintain a plan that has practical applications, is consistent with the guidelines set forth by the State and Federal mitigation authorities, and continues to support the mitigation goals and objectives of this multi-jurisdictional plan.

Individuals and organizations who have a stake in the Santa Rosa Local Mitigation Strategy should submit comments or suggestions in writing to the Santa Rosa County Grants Department for review and if appropriate, incorporation into the Local Mitigation Strategy. The Santa Rosa County Grants Department is located at 6495 Caroline St., Suite H in Milton, Florida. Telephone: 850-983-1848 and fax: 850-983-1944. Santa Rosa County Grants Department can also be reached at local-mitigation@santarosa.fl.gov.

Public Participation

All meetings of the Local Mitigation Strategy are advertised and open to the public and welcome input from any attendee whether a group member or not. The public is invited to attend all meetings, which are noticed through advertisements in each of Santa Rosa County newspaper publications and on the Santa Rosa County Local Mitigation

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Strategy website. Meeting notices, agendas, rosters, materials and summaries are included in Appendix C and D.

A copy of the LMS was made available to the public at the Planning & Zoning Department during the drafting stage and on the Local Mitigation Strategy website. Any feedback from the public could be submitted in writing to the Santa Rosa Grants Department and would be reviewed for incorporation into the LMS plan. While on review for a week at the local library and in the EM office, no public comments were made. Additionally, neighboring communities and regional partners gave no feedback.

Plan Approval and Adoption

After approval by the Local Mitigation Strategy, the revised plan and appropriate crosswalk will be submitted to the State and FEMA for review and final approval. Upon receiving an “Approved Pending Adoption” letter from the State, the Local Mitigation Strategy will have one final public meeting prior to approval and formal adoption by the County. Each of the jurisdictions will also be asked to approve and adopt the plan via formal resolution. Instruments of adoption will be incorporated as appendices to the Plan.