



SECTION 3 PLANNING PROCESS

3.1 INTRODUCTION

This section includes a description of the planning process used to develop the Putnam County Multi-Jurisdictional All-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 plan both met requirements of the DMA 2000, as well as to assure that the planning process would have the broad and effective support of the participating jurisdictions, stakeholders and the public, an approach to the planning process and documentation was developed to achieve the following:

- The Plan will be multi-jurisdictional, with the intention of including all municipalities within the County. Putnam County invited all jurisdictions in the County to join with them in the development of the Putnam County Multi-Jurisdictional All-Hazard Mitigation Plan. To date, all municipalities have participated in the 2014 planning process as indicated in Table 3-1 below.

Table 3-1. Participating Putnam County Jurisdictions

Jurisdictions	
Putnam County	Town of Southeast
Town of Carmel	Town of Putnam Valley
Town of Kent	Village of Cold Spring
Town of Patterson	Village of Brewster
Town of Philipstown	Village of Nelsonville

- The Plan considered all natural hazards facing the area, thereby satisfying the natural hazards mitigation planning requirements specified in DMA 2000. In addition, non-natural hazards that pose significant risk to the County were considered.
- The Plan was developed following the process outlined by DMA 2000, FEMA regulations, and FEMA and NYS DHSES guidance. Following this process ensures all the requirements are met and support Plan review. In addition, this Plan will meet criteria for the National Flood Insurance Program (NFIP) Community Rating System (CRS) and the Flood Mitigation Assistance (FMA) programs.

The Putnam County HMP was written using the best available information obtained from a wide variety of sources. Throughout the HMP 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 Planning Committee solicited information from local agencies and individuals with specific knowledge of certain natural hazards and past historical events. In addition, the Committee took into consideration 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 plan describes the mitigation planning process, including (1) Organization of Planning Process; (2) Planning Activities; (3) Stakeholder Outreach and Involvement; (4) Public Outreach; and Involvement; (4) Integration of Existing Data, Plans, and Information; (5) Integration with Existing Planning Mechanisms and Programs; and (6) Continued Public Outreach.





3.2 ORGANIZATION OF PLANNING PROCESS

This section of the Plan identifies how the planning process was organized with the various “planning partners” involved, and outlines the major activities that were conducted in the development of this.

3.2.1 Organization of Planning Partnership

The Putnam County mitigation planning project has an interesting history in that from the very early stages it involved the Organizational Leadership graduate program of Mercy College based out of Dobbs Ferry in the adjoining Westchester County, NY. Mercy College was instrumental in securing the grant funding, engaging graduate students in the planning process, and developing the overall plan.

In late 2012 the County was awarded a multi-jurisdictional planning grant under the Hazard Mitigation Grant Program (HMGP DR-4020-008), which has supported the development of this plan. Through a competitive bid process, a contract planning consultant (Tetra Tech, Inc. – Morris Plains, New Jersey) was engaged and was tasked with:

- Assisting with the organization of project resources;
- Assisting with the development and implementation of a public and stakeholder outreach program;
- Data collection;
- Facilitation and attendance at meetings (Management Team, Planning Committee, stakeholder, public and other);
- Supporting the identification of the hazards of concern, and hazard profiling and risk assessment;
- Assistance with the development of mitigation planning goals [and objectives];
- 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 Plan documents.

In August 2013, the County notified all municipalities within the County, of the pending planning process and invited them to formally participate. Jurisdictions were asked to formally notify the County of their intent to participate (via a Letter of Intent to Participate) and to identify planning points of contact to serve on a hazard mitigation Planning Committee and represent the interests of their respective community.

Management Team

Project and grant administration has been the responsibility of PCBES-OEM. Overall management and conduct of the project has been provided by representatives of PCBES-OEM with support of Mercy College representatives.

To facilitate plan development, Putnam County established a Management Team to provide guidance and direction to the HMP effort and to ensure the resulting document will be embraced both politically and by the constituency within the planning area.

The Management Team was responsible for:

- Providing guidance and oversight of the planning process on behalf of the general planning partnership;
- Attending and participating in Management Team meetings;
- Assisting with the development and completion of certain planning elements, including:
 - Assuring broad and active participation of the planning partnership,
 - Supporting the identification and approval of the project hazards of concern,
 - Developing and implementing a public and stakeholder outreach program,



- Assuring that the data and information used in the plan process is the best available,
- Supporting the identification and approval the mitigation Goals [and Objectives],
- Identification and screening of appropriate mitigation strategies and activities, and;
- Reviewing and commenting on plan documents prior to submission to NYS DHSES and FEMA.

The Management Team (see Table 3-2) provided guidance and leadership, oversight of the planning process, and acted as the point of contact for all participating jurisdictions and the various interest groups in the planning area.

Table 3-2. Project Management Team

Name	Title	Organization
Adam Stiebeling	Commissioner	Putnam County Bureau of Emergency Services (PCBES)
Robert Lipton	Deputy Commissioner	Putnam County Bureau of Emergency Services
Carol Cavallaro	Confidential Secretary to the Commissioner	Putnam County Bureau of Emergency Services
Matthew Miraglia	Program Director	Mercy College

Planning Committee

The Planning Committee was assembled to represent each of the municipalities participating in the planning process, consisting of the Management Team, and at least one representative from each of the participating municipalities, and regional, county and local stakeholder group representatives. Each plan participant received a copy of the Planning Partner Expectations, outlining the responsibilities of the participants and the agreement of the partners to authorize the Management Team to represent the jurisdiction in the completion of certain planning elements as noted above.

The Planning Committee was charged with the following:

- Represent their jurisdiction throughout the planning process;
- Assure participation of all department and functions within their community 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 plan, including the use of previously developed reports and data;
- Support and promote the public involvement process;
- Identify, develop and prioritize appropriate mitigation initiatives;
- Develop and author the jurisdictional annex for their jurisdiction
- Review, amend, and approve all sections of the plan, and;
- Adopt, implement and maintain the plan.

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 Putnam County have differing levels of capabilities and resources available to apply to the plan process, and further, have differing exposure and vulnerability to the natural hazard risks being considered in this plan. It was Putnam 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 plan participation. Such accommodations have included the establishment of a Management Team, assigning



Mercy College graduate students to provide direct municipal support throughout the process, engaging a contract consultant to assume certain elements of the plan process on behalf of the jurisdictions, and the provision of additional and alternative mechanisms to meet the purposes and intent of mitigation planning.

Ultimately, jurisdictional participation is evidenced by a completed annex of the HMP wherein jurisdictions have individually 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 plan via resolution. Refer to Section 9 of this HMP.

Table 3-3 identifies those individuals who represented their jurisdictions during this planning effort, and indicates how they contributed to the planning process.



Table 3-3. Planning Committee Members and other jurisdictional participants (or “Participation Matrix”)

Name	Title / Position	Attended Meeting(s)	Completed Information Gathering Worksheets/Surveys	Provided Data and Information	Reviewed/Updated Inventories (e.g. Critical Facilities)	Identified vulnerabilities	Identified prior mitigation projects and initiatives	Supported development of Mitigation Strategy	Facilitated/Supported public and stakeholder outreach	Supported Integration/Coordination with other Planning Mechanisms	Reviewed/Approved Draft and Final Plan Sections	Designated Project Point of Contact
Putnam County												
Adam Stiebeling	Commissioner (former), PCBES	X	X	X	X	X	X	X	X	X	X	X
Robert Lipton	Deputy Commissioner (former), Acting Commissioner (current), PCBES	X	X	X	X	X	X	X	X	X	X	X
Carol Cavallaro	Confidential Secretary to the Commissioner, PCBES	X	X	X	X	X	X	X	X	X	X	X
Jim Ciulla	PCBES	X		X		X						
Matthew Miraglia	Program Director, Mercy College	X		X		X	X	X	X	X	X	X
John Tully	Deputy Commissioner, PCH&F			X			X	X				
Katherine Blaustein	Project Manager, PCH&F	X	X	X		X	X	X				
Bruce Walker	Deputy County Executive	X										
Barbara Barosa	Putnam County Planning	X		X		X	X	X		X	X	
Lauri Taylor	District Manager, Soil and Water Conservation District	X		X		X		X		X	X	
Thomas Lannon, Sr.	Director, Office of IT and GIS			X								
Arlene Owen	Office of IT and GIS			X				X				
Lisa Johnson	Real Property / Assessors Office			X								
Vincent Martin	PCSO	X										
Frank Christian	PCSO	X										
Keith Puhekker	PCSO	X										
Shannon Schnaas	PCSO	X										
James Greenough	PCSO	X										



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Town of Carmel												
Robert Vara	Engineering Projects Coordinator	X	X	X	X	X	X	X		X	X	X
Ken Schmitt	Supervisor	X						X	X			
Richard J. Franzetti, PE, LEED	Town Engineer, NFIP FPA		X	X		X	X	X		X	X	X
John E. Folchetti, PE	Chief Engineering Consultant		X	X		X		X				
Ronald J. Gainer, PE	Engineer (former)					X		X				
Michael O’Keefe	Chairman of the Board, Lake Lincolndale Property Owner’s Association					X		X				
Patricia Kaufman	Director, Mahopac Public Library					X		X				
Eytan Hammerman	Rabbi, Jewish Center of the Mahopacs					X		X				
Natalie Silva	Mercy College Intern with PCBES	X	X	X		X	X	X				
Town of Kent												
Maureen Fleming	Town Supervisor	X	X	X		X	X	X	X	X	X	X
Kathy Doherty	Town Supervisor (former)	X										
William Walters	Building Inspector, NFIP FPA		X	X		X	X	X		X		
Richard Othmer	Highway Superintendent		X	X	X	X	X	X			X	X
Michael Tierney	Councilman										X	
Penny Ann Osborn	Councilwoman										X	
Paul Denbaum	Councilman										X	



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William Heustis	Councilman										X	
Lana Cappelli	Town Clerk										X	
Neil Wilson											X	
Neil Wilson											X	
Nicole Andersen	Green Chimneys School					X		X				
Bill Knoel	Mercy College Graduate Student supporting Town	X										
Town of Patterson												
Michael Griffin	Supervisor								X			
Richard Williams, Sr.	Town Planner, NFIP FPA	X	X	X	X	X	X	X	X	X	X	X
Peter Dandreaano	Patterson Town Board	X		X		X	X	X		X	X	X
James Gagliardo, Jr.	Putnam Lake Fire Department					X		X				
Sam Miller	Mercy College Graduate Student supporting Town	X	X	X	X	X	X	X		X		
Town of Philipstown												
Richard Shea	Supervisor	X						X	X	X	X	X
Kevin Donohue	Code Enforcement Official, NFIP FPA	X	X	X	X	X	X	X		X	X	X
Nancy Montgomery	Council Member; Deputy Director of Grants for U.S. Representative Sean Maloney	X	X	X	X	X		X	X		X	
Roger Chirico	Highway Superintendent	X		X	X	X	X	X				
Town of Southeast												
Tony Hay	Supervisor			X		X	X	X	X		X	



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Lynne Eckardt	Councilwoman	X	X	X	X	X	X	X	X	X	X	X
Laurie Bell	Assessor	X	X	X	X	X	X	X				X
Chris DuBois	___to the Supervisor			X				X	X		X	
Michael Bruen	Highway Superintendent	X		X	X	X	X	X				
Michael Levine	Zoning Code Enforcement Officer, Building Inspector, NFIP FPA			X			X	X		X		
Ken Clair	Building Inspector			X								
Kevin Palmer	Highway Department			X				X				
Thomas Fenton, P.E.	Contract Engineer, Nathan L. Jacobson & Associates, Inc.			X		X	X	X				
Kathleen Abels	Mercy College Graduate Student supporting Town	X	X	X	X	X	X	X	X	X		
Town of Putnam Valley												
Robert Tendy	Supervisor	X		X		X			X	X	X	X
Larry Cobb	Highway Superintendent	X					X	X				
Joseph Hertelendy	General Foreman, Highway Department	X	X	X	X	X	X	X			X	X
Rich Quaglietta	Building and Zoning Inspector, NFIP FPA (current)			X				X		X		
John Landi	Building and Zoning Inspector, NFIP FPA (former)		X	X				X				
Mark Baumblatt	Mercy College Graduate Student supporting Town	X	X	X	X	X	X	X		X		
Village of Brewster												
Peter Brewster Hansen	Village Clerk / Treasurer	X	X	X	X	X	X	X	X	X	X	X



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Name	Title / Position	Attended Meeting(s)	Completed Information Gathering Worksheets/Surveys	Provided Data and Information	Reviewed/Updated Inventories (e.g. Critical Facilities)	Identified vulnerabilities	Identified prior mitigation projects and initiatives	Supported development of Mitigation Strategy	Facilitated/Supported public and stakeholder outreach	Supported Integration/Coordination with other Planning Mechanisms	Reviewed/Approved Draft and Final Plan Sections	Designated Project Point of Contact
Daniel Crawford	Superintendent of Public Works	X	X	X	X	X	X	X			X	X
Domenic Cosentino	Asst. Superintendent of Public Works	X	X	X	X	X	X	X				
John Folchetti	Engineer, J. Robert Folchetti & Associates; NFIP FPA			X								
Kathleen Abels	Mercy College Graduate Student supporting Town	X	X	X	X	X	X	X		X		
Village of Cold Spring												
Ralph Falloon	Mayor	X	X	X	X	X	X	X	X	X	X	X
Kevin Donohue	Construction Enforcement Official, NFIP FPA (former)	X	X	X		X	X	X		X		
Jeffrey Cito	Mercy College Graduate Student supporting Village	X	X	X	X	X	X	X		X		
Village of Nelsonville												
Thomas Corless	Mayor	X	X	X	X	X	X	X	X	X	X	X
Kevin Donohue	Construction Enforcement Official, NFIP FPA (acting)	X	X	X		X	X	X		X		
Jeffrey Cito	Mercy College Graduate Student supporting Village	X	X	X	X	X	X	X		X		

Note: Various other regional, county and local agencies, departments, stakeholders and the public have participated in and contributed to the development of this Plan, as identified later in this Section.

NFIP FPA: Indicates NFIP Floodplain Administrator for this jurisdiction

FPA Floodplain Administrator

NFIP National Flood Insurance Program

PCBES Putnam County Bureau of Emergency Services

OEM Office of Emergency Management

PCSO Putnam County Sheriff's Office



3.2.2 Planning Activities

Members of the Planning and Steering Committees (individually and as a whole), as well as key stakeholders, convened and/or communicated on an as-needed basis 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, objectives and actions; and provide continuity through the plan process to ensure that natural hazards vulnerability information and appropriate mitigation strategies were incorporated into the plan. Each member of the Planning Committee had the opportunity to review the plan and supported interaction with other stakeholders and assisted with public involvement efforts.

A summary of planning partnership activities, including Planning and Steering Committee meetings held during the development of this HMP, is included in Table 3-4. This summary table identifies only the formal meetings and milestone events held during the plan process, and does not reflect the larger universe of 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 and Steering Committee members and the consultant through individual local meetings, phone and email.

After completion of the HMP, implementation and ongoing maintenance will become a function of the Planning Committee. The Planning Committee is responsible for reviewing the Plan and accepting public comment as part of an annual review and as part of the five year mitigation plan.

Table 3-4 presents a summary of planning activities and general project planning efforts conducted during the plan development process. Documentation of meetings (agendas, sign-in sheets, minutes, etc.) may be found in Appendix B.

Table 3-4. Summary of Mitigation Planning Activities / Efforts

Date	Description of Activity	Participants
Sept. 2012	County approves resolution to apply for FEMA mitigation planning grant	PCBES / CE and Legislature
Aug. 2013	County invites jurisdictions to participate	PCBES, participating municipalities
Sept. 2013	County conducts procurement process for contract planning support	PCBES
September 12, 2013	Multi-Jurisdictional Hazard Mitigation Plan Meeting	Joseph Hertelendy (Putnam Valley Highway), John Landi (Putnam Valley Building), J. Ralph Falloon (Village of Cold Spring), Rich Williams (Town of Patterson Planning), Kathy Doherty (Town of Kent), Lynne Eckardt (Town of Southeast), Bruce Walker (Putnam County), Thomas Corless (Village of Nelsonville), Nancy Montgomery (Town of Philipstown), Carol Cavallaro (BES), Ed Brancati (Office of Representative of Sean Patrick Maloney), Ken Schmitt (Town of Carmel), Rob Vara (Town of Carmel), Joseph Donna (Office of Representative of Sean Patrick Maloney), Bob Lipton (BES), Adam Stiebeling (BES)
October 2013	Multi-Jurisdictional Hazard Mitigation Plan Meeting	Rob Vara (Town of Carmel), Rich Williams (Town of Patterson), Lynne Eckardt (Town of Southeast), Larry Cobb (Town of Putnam Valley), Kevin Donohue (Town of Philipstown), Ralph Falloon (Village of Cold Spring), Robert Lipton (BES), Adam Stiebeling (BES), Carol Cavallaro (BES)
November 15, 2013	Multi-Jurisdictional Hazard Mitigation Plan Meeting	Lynne Eckardt (Town of Southeast), Kevin Donohue (Town of Philipstown), Peter Dandreaano (Town of Patterson), Robert Vara (Town of Carmel), Adam Stiebeling (BES), Bob Lipton (BES), Carol Cavallaro (BES)
January 17, 2014	Multi-Jurisdictional Hazard Mitigation Plan Meeting	Carol Cavallaro (BES), Natalie Silva (BES), Katherine Blaustein (Putnam County Highway), Lynne Eckardt (Town of Southeast), Rich Williams (Town of Patterson), Kevin



Table 3-4. Summary of Mitigation Planning Activities / Efforts

Date	Description of Activity	Participants
		Donohue (Town of Philipstown), Robert Vara (Town of Carmel), Robert Lipton (BES), Jonathan Raser (Tetra Tech)
February 3, 2014	Project Management Team Meeting	Adam Stiebeling (Commissioner, BES); Robert Lipton (Deputy Commissioner, BES); Matthew Miraglia (Program Director, Mercy College)
April, 2014	Online Critical Facility portal launched	Planning partnership
April, 2014	Online Public Hazard Preparedness and Mitigation survey launched	Public and Stakeholders
April 18, 2014	Local support meeting with Village of Cold Spring	Ralph Falloon (Mayor), Jeffrey Cito (Mercy College), Jonathan Raser (Tetra Tech)
April 25, 2014	Multi-Jurisdictional Hazard Mitigation Plan Meeting	
April 28, 2014	HAZNY Workshop	See Appenedix C
April 30, 2014	Local support meeting with Village of Nelsonville	Thomas Corless (Mayor), Jeffrey Cito (Mercy College)
April 30, 2014	Project Management Team Meeting	Adam Stiebeling (Commissioner, BES); Robert Lipton (Deputy Commissioner, BES); Matthew Miraglia (Program Director, Mercy College)
May, 2014	Public project website launched: www.putnamhmp.com	Public and Stakeholders
May, 2014	Online Stakeholder Hazard Mitigation surveys (7) developed	Stakeholders
May 5, 2014	Local support meeting with Town of Southeast	Lynne Eckardt (Councilwoman), Laurie Bell (Assessor), Michael Bruen (Highway Superintendent), Kathleen Abels (Mercy College), Jonathan Raser (Tetra Tech)
May 12, 2014	Local support meeting with Town of Philipstown	Kevin Donohue (Code Enforcement, Building Inspector), Jonathan Raser
May 16, 2014	Local support meeting with Village of Brewster	Peter Hansen (Village Clerk); Daniel Crawford (Public Works, Superintendent); Domenic Cosentino (Asst. Public Works Superintendent); Kathleen Abels (Mercy College), Natalie Silva (Mercy College); Jonathan Raser (Tetra Tech)
May 30, 2014	Local support meeting with Town of Carmel- Complete data and information gathering; complete local capability assessment; review NFIP program and compliance; identification and development of mitigation strategy.	Robert Vara (TOC Engineering Department), Natalie Silva (PCBES Intern), Becca Eith (Tetra Tech)
June 18, 2014	Project Management Team Meeting	Adam Stiebeling (Commissioner, BES); Robert Lipton (Deputy Commissioner, BES); Matthew Miraglia (Program Director, Mercy College)
June 19, 2014	Local support meeting with Town of Putnam Valley	Robert Tendy (Supervisor), Joseph Hertelendy (General Forman, Highway Dept.), Mark Baumblatt (Mercy College), Jonathan Raser (Tetra Tech)
June 20, 2014	Meeting with Putnam County Planning	Barbara Barosa (Planning); Lauri Taylor (Planning and SWCD); Jonathan Raser (Tetra Tech)
July 8, 2014	Data collection meeting with Philipstown Highway Department	Roger Chirico (Highway Superintendent); Jeffrey Cito (Mercy College)
July 17, 2014	FEMA Mitigation Strategy Workshop	Paul Hoole (FEMA Region II), planning partnership See Appendix C
July – Oct. 2014	County and municipalities continue to work on developing their mitigation strategies	County and participating jurisdictions
Aug. – Sept. 2014	Review of draft plan sections	County Management Team and Department Representatives
Sept. 23, 2014	Project Management Meeting	County Management Team



Table 3-4. Summary of Mitigation Planning Activities / Efforts

Date	Description of Activity	Participants
Oct. 2, 2104	Annex Completion Workshop: Meeting with all municipal planning partners to complete jurisdictional annexes	County and participating jurisdictions; Contract consultant
February 2015	All jurisdictions update mitigation strategy, including project prioritization; and finalize jurisdictional annexes	All plan participants
October 24, 2014	Draft Plan posted to public HMP website. County and all municipalities instructed to advertise availability of draft plan for public review and comment.	County and participating jurisdictions; public
November 7, 2014	Interim draft plan submitted to NYS DHSES and FEMA Region II	NYS DHSES, FEMA Region II
Nov., 2014 – Feb., 2015	Continued work with municipalities and county to update and refine strategies, integration actions, and finalize annexes	County and participating jurisdictions
December 12, 2014	Conference call to discuss NYS DHSES comments on draft plan	NYS DHSES, FEMA Region II, Contractor
Dec. 2014 – Feb. 2015	Final Draft prepared, incorporating public comment and NYS DHSES recommended and required revisions	County and participating jurisdictions, Contractor
February 2015	Final draft submitted to NYS DHSES and FEMA Region II	NYS DHSES, FEMA Region II
Upon plan approval by FEMA	Plan adoption by resolution by the governing bodies of all participating municipalities	All plan participants

Note: TBD = to be determined.



3.3 STAKEHOLDER OUTREACH AND INVOLVEMENT

This section details the outreach to, and involvement of, the many agencies, departments, organizations, non-profits, districts, authorities and other entities that have a stake in managing hazard risk and mitigation, commonly referred to as “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 and Planning Committees. Stakeholder outreach was performed early and throughout the planning process. In addition to “mass media” notification efforts, identified stakeholders were invited to attend the kick-off meeting, while key stakeholders were requested to participate on the Steering and/or Planning Committees. Information and input provided by these stakeholders has been included throughout this Plan where appropriate, as identified in the references.

The following is a list of the various stakeholders that were invited to participate in the development of this HMP, along with a summary of how these stakeholders participated and contributed to the Plan. This summary listing cannot represent the sum total of stakeholders that were aware of and/or contributed to this Plan since formal and informal outreach efforts were utilized throughout the process by the many planning partners involved in the overall effort. Documentation of such sweeping efforts is impossible. Instead, this summary is intended to demonstrate the scope and breadth of the stakeholder outreach efforts made during the plan process.

The Putnam County hazard mitigation planning process involved a broad range of Federal, State, county, regional and local stakeholders. 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.

3.3.1 Federal Agencies:

FEMA Region II: Provided updated planning guidance; provided summary and detailed NFIP data for planning area; attended meetings including facilitating a mitigation strategy workshop; conducted plan review.

National Weather Service (NWS): Provided data and information.

3.3.2 State Agencies:

New York State Office of Emergency Management (NYS DHSES: Headquarters and Region II): Administered planning grant and facilitated FEMA review; provided updated planning guidance; provided courtesy review of interim Draft Plan.

New York State Department of Environmental Conservation (NYSDEC): Attended meetings (Spill Response representative at April HAZNY workshop), provided data and information.

New York City Environmental Protection – Bureau of Water Supply, Watershed Protection Programs: Provided data and information on recent mitigation projects throughout the County NYC watershed areas, completed stakeholder survey.

New York State Department of Transportation (NYSDOT): Provided data and information, identified mitigation projects on state-owned infrastructure within the county.

3.3.3 County and Regional Agencies, Commissions and Non-Profits:

Note: Please also see Table 3-3, “Participation Matrix”





- Putnam County Highways and Facilities – Attended meetings, identified vulnerable facilities and infrastructure, identified mitigation projects
- Putnam County Bureau of Emergency Services – Identified mitigation projects
- Putnam County Planning Department – Identified mitigation projects
- Putnam County Soil and Water Conservation District - Identified mitigation projects
- Putnam County Office of IT & GIS – Identified mitigation project
- Putnam County Department of Health – Attended meetings, identified vulnerabilities
- Putnam County Sheriff’s Department – Attended meetings
- Mahopac Public Library – Identified mitigation project
- Jewish Center of the Mahopacs – Identified mitigation project
- Putnam County Economic Development Corp – Survey completed

Scenic Hudson – Reviewed draft plan and provided extensive comments, particularly in the area of climate change and sea-level rise, which were incorporated in to the final plan.

East of Hudson Watershed Corporation (EOHWC) – Provided data and information on stormwater and related mitigation projects, identified mitigation projects.

3.3.4 Regional and Local Stakeholders:

In addition to those identified previously, the following regional and local stakeholders were invited to participate in, and provide input to, the planning process. This was accomplished directly through outreach from the municipalities they serve and in which their facilities are located, and through the distribution of mitigation surveys targeted to the specific stakeholder types (e.g. academic, hospital/health care, utility). Example surveys and all responses may be found in Appendix X. Further, these stakeholders were invited to a mitigation workshop intended to detail the purpose of the planning project, identify specific vulnerabilities, and identify potential mitigation actions/initiatives to address their specific vulnerabilities. Those stakeholders that responded to the survey or otherwise participated in the planning process are identified specifically below. All input was considered by the planning committee and incorporated into this plan as appropriate; for example, identified vulnerabilities and potential mitigation initiatives have been included in the relevant jurisdictional annex(es).

Academia (school districts and other academic institutions):

Many municipalities directly involved school district representatives in the planning process. All local school districts were provided the Academic Stakeholder survey. Based on this outreach, the following input was received:

- Garrison Union Free School District – Survey completed
- Brewster Central School District – Survey completed
- Carmel Central School District – Survey completed
- Mahopac Central School District – Survey completed
- Putnam Valley School District – Survey completed
- Green Chimneys School – Identified mitigation project

Law Enforcement:

Many municipalities directly involved police and other law enforcement representatives in the planning process, as identified in Table 3-3. Further, all police departments and law enforcement agencies in the county were provided the Law Enforcement Stakeholder survey. As of the date of this HMP, no surveys have been received.



Fire Districts and Fire Departments:

Many municipalities directly involved fire district/department representatives in the planning process, as identified in Table 3-3. Further, all Fire Districts and Fire Departments within the County were provided access to the Fire Fighting survey; responses or other input to the planning process were received from those shown in bold:

- Brewster FD
- Carmel FD
- Cold Spring FD
- Continental Village FD
- **Garrison Volunteer Fire Co – Identified mitigation project**
- **Kent Volunteer Fire Department – Survey completed**
- Lake Carmel FD
- Mahopac FD
- Mahopac Falls
- North Highlands FD
- **Patterson Fire Department No 1, Inc. – Survey completed**
- **Putnam Lake Fire Department – Identified mitigation project**
- Putnam Valley FD

Hospitals and Health-Care Facilities:

Hospitals and health-care facilities in the county were provided access to the Hospitals and Health-Care Stakeholder survey. Based on this outreach, the following input was received:

- Putnam Hospital Center – Survey completed

Ambulance/Emergency Medical Services:

All ambulance and emergency medical service providers in the county were provided access to the Ambulance/Emergency Medical Services stakeholder survey; responses or other input to the planning process were received from those shown in bold:

- Carmel Volunteer Ambulance Corps
- Garrison Volunteer Ambulance Corps
- Philipstown Volunteer Ambulance Corps
- **Putnam Valley Volunteer Ambulance Corps – Survey completed**

Business and Commercial Interests:

The following businesses and commercial interests in the county were provided the Business and Commerce Stakeholder survey; responses were received from those shown in bold:

- **Materion Brewster – Survey completed**
- **Windstream Communication – Survey completed**
- **Verizon Wireless – Survey completed**
- **Sclafani Petroleum, Inc. – Survey completed**
- **Akzo Nobel Specialty Chemicals – Survey completed**
- **Beecher Funeral Home – Survey completed**



- **John D. Svirsky, Inc. – Survey completed**

Utilities:

New York State Electric & Gas: Provided input to project through direct planning committee participation, updated critical facilities, identified vulnerabilities, completed utility stakeholder survey.

Central Hudson Gas & Electric: Completed utility stakeholder survey.

Transportation:

Metropolitan Transportation Agency - Metro-North Railroad (MTA-MNRR): Attended meetings (spec. HAZNY workshop), identified vulnerable facilities.

Other Regional Government Representatives:

The following regional government representatives have participated in this planning process as indicated:

- Ed Brancati – Office of Representative Sean Patrick Maloney: Attended planning meeting(s).
- Joseph Donna– Office of Representative Sean Patrick Maloney: Attended planning meeting(s).

Other Regional Stakeholders:

The following regional, county or local stakeholders also participated in the planning process as follows:

- Lake Lincolndale Property Owners' Association – Identified mitigation project
- Putnam County Animal Emergency Response Site – Identified mitigation project

Adjacent Counties:

The County has made an effort to keep surrounding counties and municipalities apprised of the project, and allowed the opportunity to provide input to this planning process. Specifically, the following adjoining County representatives were contacted in early November 2014 to inform them about the availability of the project website, draft plan documents and surveys, and invited to provide input to the planning process:

- Dutchess County (NY) Department of Emergency Response
 - Dana Smith, Emergency Manager
- Orange County (NY) Emergency Services
 - Craig Cherry, Deputy Commissioner, Acting Emergency Manager
 - Shannon Fisher, Radiological Officer
- Rockland County (NY) Emergency Management
 - Gordon Wren, Director
 - Dan Greely, Assistant Director
- Westchester County (NY) Emergency Services
 - John Cullen, Commissioner
 - Jennifer Wacha, Deputy Commissioner
- City of Danbury (CT) Office of Emergency Management
 - Paul Estefan, Director

While no specific comments on the draft plan were received from these counties, Westchester and Dutchess counties, who are both in the process of developing their countywide HMPs, intend to have a meeting along with



Putnam in the early spring 2015 to discuss mutual concerns and interests in regional hazard mitigation planning and plan implementation coordination.

Other Outreach:

To inform the County legislature, and other county-wide committees and groups, updates regarding the mitigation planning process have been made at County-wide meetings including those of the following:

- Putnam County Emergency Services Coordinators
- Putnam County Fire Chiefs
- Putnam County Disaster Preparedness Task Force
- Putnam County Protective Services Committee of the Legislature
- Putnam County Emergency Services Safety Advisory Board of the Legislature
- Putnam County Legislature (full meetings)
- Four County Nuclear Safety Committee – Power Pool (Orange, Putnam, Rockland and Westchester Counties)
- State Regional OEM Liaisons – Regional Emergency Managers Meetings (presented monthly starting in June)

3.3.5 Public Outreach

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 through a variety of venues including printed and online format. This effort is intended to increase the likelihood of hazard mitigation becoming one of the standard considerations in the evolution and growth of Putnam County.

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

- A public project website was developed to facilitate public involve and input to the planning process (Figure 3-2). The website has been active since May, 2014, and is advertised via links from the Putnam County’s website (see Figure 3-1). The public website contains a project overview, County and local contact information, access to the citizens survey and various stakeholder surveys, and sections of the HMP for public review and comment once available.

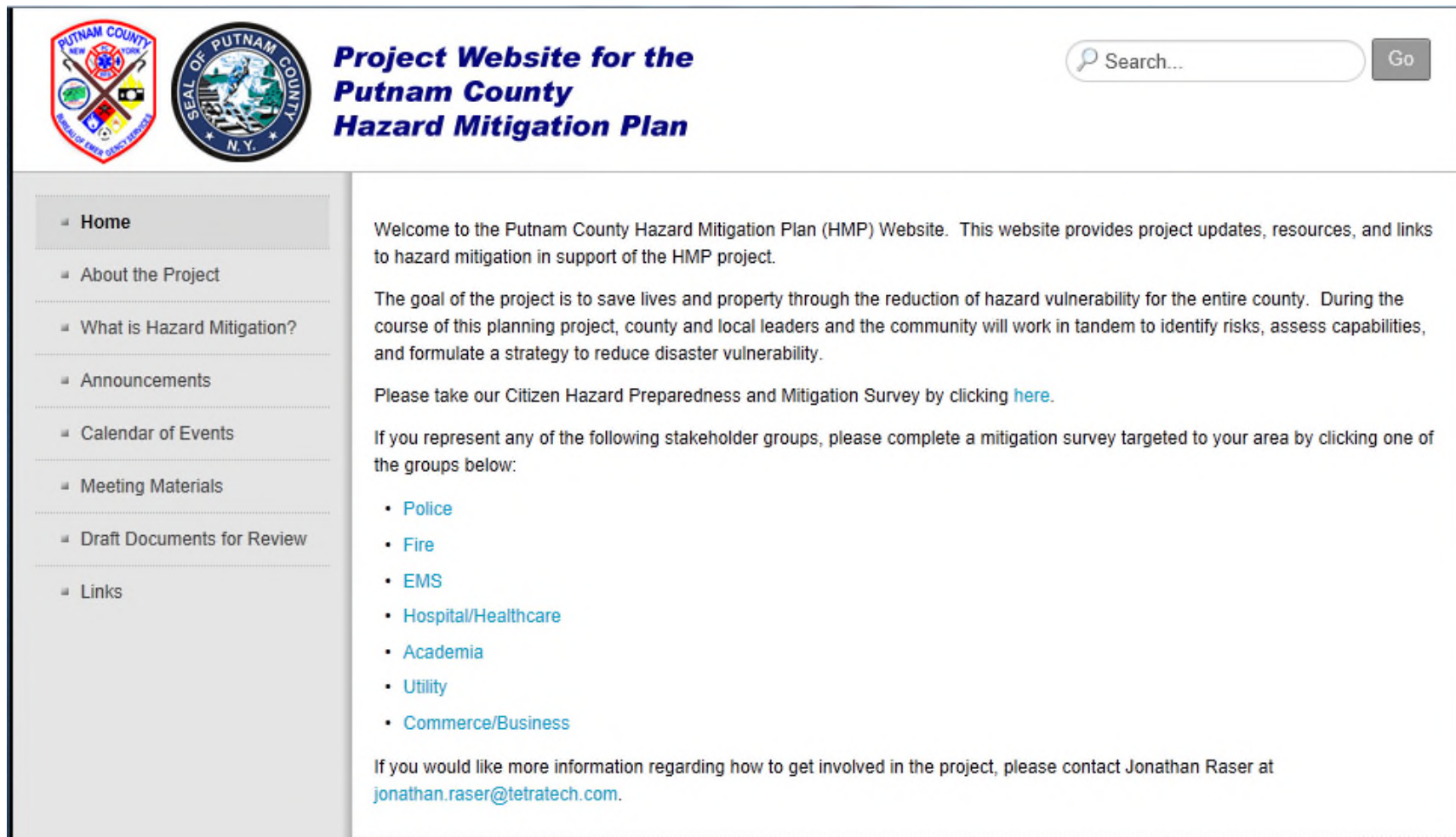


Figure 3-1. Putnam County Webpage with Link to HMP Webpage

The screenshot shows the Putnam County website with a navigation bar (Home, Legislature, Officials, Health/Safety, Cal) and a main heading "HAZARD MITIGATION PLANNING". Below the heading are four icons: a blue diamond with a lightning bolt, a green circle with a cloud and rain, an orange square with a sun and a globe, and a blue circle with snowflakes. The text below reads: "Putnam County, along with its towns and villages, are in the process of developing a Hazard Mitigation Plan". It includes a date "June 3, 2014 / in Bureau of Emergency Services, Putnam is Prepared" and a paragraph explaining the HMP's purpose and funding. At the bottom, there are three images: a photo of a damaged house, a cover of the "2014 NEW YORK CITY HAZARD MITIGATION PLAN", and a circular diagram with the words "MITIGATION", "PREPAREDNESS", "RESPONSE", and "RECOVERY" around it.



Figure 3-2. Putnam County HMP Webpage ()



The screenshot shows the homepage of the Putnam County Hazard Mitigation Plan (HMP) website. At the top left, there are two logos: the Putnam County Seal and the Seal of Putnam County, N.Y. To the right of the logos is the title "Project Website for the Putnam County Hazard Mitigation Plan" in a bold, blue font. Further right is a search bar with the text "Search..." and a "Go" button. Below the title and search bar is a navigation menu on the left side, listing various sections: Home, About the Project, What is Hazard Mitigation?, Announcements, Calendar of Events, Meeting Materials, Draft Documents for Review, and Links. The main content area on the right contains a welcome message, a description of the project's goal, a link to a survey, and a list of stakeholder groups for which surveys are available. The list includes Police, Fire, EMS, Hospital/Healthcare, Academia, Utility, and Commerce/Business. At the bottom of the main content area, there is contact information for Jonathan Raser, including an email address.

Project Website for the Putnam County Hazard Mitigation Plan

Welcome to the Putnam County Hazard Mitigation Plan (HMP) Website. This website provides project updates, resources, and links to hazard mitigation in support of the HMP project.

The goal of the project is to save lives and property through the reduction of hazard vulnerability for the entire county. During the course of this planning project, county and local leaders and the community will work in tandem to identify risks, assess capabilities, and formulate a strategy to reduce disaster vulnerability.

Please take our Citizen Hazard Preparedness and Mitigation Survey by clicking [here](#).

If you represent any of the following stakeholder groups, please complete a mitigation survey targeted to your area by clicking one of the groups below:

- [Police](#)
- [Fire](#)
- [EMS](#)
- [Hospital/Healthcare](#)
- [Academia](#)
- [Utility](#)
- [Commerce/Business](#)

If you would like more information regarding how to get involved in the project, please contact Jonathan Raser at jonathan.raser@tetrattech.com.



- An on-line natural hazards preparedness citizen survey was developed to gauge household preparedness that may impact Putnam County and to assess the level of knowledge of tools and techniques to assist in reducing risk and loss of those hazards. 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.

The questionnaire has been available on the public website since May, 2014, and further advertised on the project and County OEM website. Further all participating municipalities have been requested to advertise the availability of the survey via local homepage links, and other available public announcement methods (e.g. Facebook, Twitter, email blasts, etc.) Response rates to date are considered good. A summary of survey results is provided in Appendix C of this plan.

Directed response surveys were distributed to Academia, Fire Departments, EMS, Hospitals and Healthcare Organizations, Business and Commercial interests, and Law Enforcement stakeholders as detailed in the Stakeholder outreach subsection of this chapter. Survey results are presented in Appendix C.

- The public was informed of the hazard mitigation planning effort through press releases, new articles, and public service announcements released throughout the planning process. Copies of these announcements may be found in Appendix C.
- All participating municipalities have been encouraged to locally advertise the project, and the availability of the project website via local homepage links, and other available public announcement methods (e.g. newsletters, email blasts, Facebook, Twitter, etc.).
- In order to facilitate coordination and communication between the Planning Committee and citizens and further involve the public in the planning process, the draft Plan will be available to the public through a variety of venues, including the project website. A printed version of the Plan will be maintained at the Putnam County Bureau of Emergency Services.
- Sections of the draft plan were posted to the public website, as they became available, from May 2014 – February 2015 for public review and comment.
- A full draft of the Plan was posted on the public project website on October 24, 2014, including a link to an online survey to allow public comment on the draft plan sections. At this time, the County and all municipalities made efforts to advertise the availability of the plan for public review and comment via available outreach venues (e.g. county and local websites, email blasts, social media).
- Once submitted to NYS DHSES/FEMA, the Final Plan will be available for public review and comment in the same manner and format as the Draft Plan.



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

The Putnam County plan 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 (Chapter 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
- Local Waterfront Revitalization Plans
- Stormwater Management Plans
- Emergency Management and Response Plans
- Land Use and Open Space Plans
- Capital Plans
- New York State Standard Multi-Hazard Mitigation Plan, 2013

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 Review (Municipalities) - Record of the review of existing programs, policies, and technical documents for participating jurisdictions (all)

Existing plan, program or technical documents	Jurisdictional Applicability
Report of the Task Force on Vision 2010 Guiding Putnam into the Next Decade	County and all jurisdictions
Putnam County Groundwater Protection and Utilization Plan	County and all jurisdictions
An Agricultural & Farmland Protection Plan For Putnam County. Agricultural Opportunities and Challenges in Putnam County (2004)	County and all jurisdictions
Putnam County 2010 Census	County and all jurisdictions
Putnam County Flood Insurance Study (FIS) - Effective march 2013	County and all jurisdictions
Putnam County MS4-Annual-Report-2013-Draft	County and all jurisdictions
Stormwater Improvement Study Final Report (2009)	County and all jurisdictions
Soil Survey of Putnam and Westchester Counties, NY (1994)	County and all jurisdictions
Town of Carmel 2013 MS4 Annual Report (2014)	Town of Carmel
Kent Comprehensive Plan, Town of Kent, New York (2008)	Town of Kent
Kent 2013 MS4 Annual Report (2013)	Town of Kent
Comprehensive Plan - Town of Patterson, NY (2000)	Town of Patterson
Pointers for Economic Development, Town of Philipstown, New York (2002)	Town of Philipstown
Final Draft - Philipstown Natural Resource and Open Space Protection Plan (2007)	Town of Philipstown
Town of Putnam Valley, New York – Comprehensive Plan and Generic Environmental Impact Statement (GEIS) - (2007)	Town of Putnam Valley
Development of a Lake and Watershed Management Plan for Lake Oscawana, Putnam County, New York (2008)	Town of Putnam Valley
Town of Southeast Comprehensive Plan (2014)	Town of Southeast
The Brewster Plan – Village of Brewster, Putnam County, New York (2004)	Village of Brewster
Village of Cold Spring Comprehensive Plan (2012)	Village of Cold Spring

Notes:

* = *this document may or may not include all jurisdictions*



3.5 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 Chapter 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.



3.6 CONTINUED PUBLIC INVOLVEMENT

Putnam County is committed to the continued involvement of the public. Therefore, copies of the Plan will be made available for review on their public website, and in hardcopy format within each participating Town and select Villages as identified in Table 3-5.

A notice regarding annual updates of the Plan and the location of Plan copies will be publicized annually after the Planning Committee's annual evaluation and posted on the public website (www.putnamcountyny.gov).

Each jurisdiction's Supervisor/Mayor or Clerk shall be responsible for receiving, tracking, and filing public comments regarding this Plan.

The public will have an opportunity to comment on the Plan as a part of the annual mitigation planning evaluation process and the next 5-year mitigation plan. The HMP Coordinator (Robert Lipton, Deputy Commissioner, PCBES) 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 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 Plan.

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

After completion of this Plan, implementation and ongoing maintenance will continue to be a function of the HMP Committee. The HMP Committee will review the Plan and accept public comment as part of an annual review and as part of five-year mitigation Plans.

A notice regarding annual updates of the Plan and the location of Plan copies will be publicized annually after the HMP Committee's annual evaluation and posted on the public web site.

Robert Lipton, Deputy Commissioner of the PCBES has been identified as the ongoing County All-Hazard Mitigation Plan Coordinator (see Section 7), and is responsible for receiving, tracking, and filing public comments regarding this Plan. Contact information is:

Robert Lipton, Deputy Commissioner
Putnam County Bureau of Emergency Services
112 Old Route 6, Carmel, NY 10512
(845) 808-4000, 41101
robert.lipton@putnamcountyny.gov