

Section I : Overview

NOTE:

This section of the Emergency Services Coordinating Agency Regional Natural Hazards Mitigation Plan contains general, multi-jurisdictional information regarding the region as well as a description of the planning process.

The statements regarding natural hazards and historical disaster events as well as the information contained in the multi-jurisdictional community profile depict the average conditions within the region.

Please refer to Section III of this Plan for jurisdiction-specific information for the ten Cities and four Special Purpose Districts in north King County and south Snohomish County participating in this Plan.

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Introduction

The members of the Emergency Services Coordinating Agency (ESCA) have dealt with natural disasters on both a local and regional basis. These have included earthquakes, local flooding, landslides, severe storms, and wildland-urban interface fires. In addition, the region has the potential to be subjected to damage from tsunami or seiche as well as volcano eruption.

During the Inaugural Day Windstorm in 1993, the area experienced winds of more than 40 m.p.h. with gusts of 66 m.p.h. As a result, 225,000 people lost power and were without electricity for a week or more. This affected both personal lives and business operations in the area.

In December 2003, south King County experienced a windstorm that included wind gusts of as much as 80 m.p.h. 180,000 people were without power at least overnight, and about 110,000 would be without power for as much as four days.

While 100-year floods are relatively rare in this area, urban flooding is common among all jurisdictions and occurs on a nearly annual basis. In addition, three jurisdictions include properties on the Puget Sound shoreline and experience occasional shoreline flooding events. Photos of urban flooding from 1996 may be found in Section III, Mountlake Terrace.

Unusually severe urban flooding was experienced in north King and south Snohomish Counties in December 2007. This event occurred in connection with a series of three storms that moved in over the Pacific Northwest between December 1 and 3, 2007.

On December 1st, with cold arctic air already in place over the region, the first storm produced heavy snow in the mountains and low-land snow throughout western Washington. Around Seattle, up-to 1" of snow fell while the "convergent zone" (which includes the ESCA Cities) received over 6" of snow.

On December 2, the snow changed over to rain as temperatures increased along with the wind. Over two days, December 2-3,¹ an entire month's worth of rain fell in the Puget Sound Area accompanied by wind gusts of over 80 mph along much of the coast and 40 to 50+ mph inland.

While King and Snohomish Counties braced for flooding along the rivers, the resulting flooding broke the normal patterns in the ESCA area.² River flooding was minimal in most areas, but the north King and south Snohomish counties

¹ NOAA reports that 6-hour and 24-hour precipitation amounts were near 100-year rain frequency levels during this event.

² Lewis County was most affected, with over \$57 million of damage.

area experienced urban flooding where storm water systems were overwhelmed and problems intensified by many of the smaller creeks flooding.

The Nisqually Earthquake, in 2001, caused only minor damage in the north King and south Snohomish Counties area, but it provided a graphic reminder that this region is Earthquake Country and that we must be prepared. It should be noted that the occurrence of one earthquake does not lessen the threat of future earthquakes.

Overall, this area has been very fortunate and has not experienced any major natural disasters in the last twenty years. This does not mean that we are safe from natural hazards, however, and the local governments and special purpose districts are committed to mitigating against natural disasters to the best of their abilities.

What is natural hazard mitigation?

Natural hazard mitigation is the development and implementation of activities designed to reduce or eliminate losses resulting from natural hazards.

Why develop a natural hazards mitigation strategy?

Developing and maintaining a mitigation strategy for the north King and south Snohomish Counties region is another step in the planning process that began with the Cities' Comprehensive Emergency Management Plans (CEMP). These Plans were developed by ESCA and provide consistent and coordinated procedures for the Cities.

The regional overview of this Plan provides a foundation for coordination and collaboration between the ten ESCA Cities and four Special Purpose Districts included in this document. It is the groundwork for identifying mitigation strategies and future mitigation projects as a means to assist in meeting the requirements of various federal assistance programs.

The rising cost of responding to and recovering from natural disasters has resulted in a renewed interest in identifying effective ways to reduce the vulnerability to natural hazards and the disasters these hazards can create.

Mitigation: The development and implementation of activities designed to reduce or eliminate losses.

Planning: The act or process of making or carrying out plans; establishing goals, policies, or procedures for a social or economic unit.

Hazard Mitigation (as defined by the Disaster Mitigation Act of 2000): Any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards.

Natural hazard mitigation plans assist communities in identifying the hazards that could impact them, determining the vulnerability of the community to these hazards, and identifying mitigation strategies to prevent or reduce the impacts these hazards pose to the community through a coordinated, multi-jurisdictional approach.

It should be noted, too, that while the Cities and Special Purpose Districts have eight natural hazards in common, and are all likely to be affected during a significant regional disaster, the level of threat for each hazard varies between the Plan participants. These differences are recognized and are accounted for in the breakouts included in Section III.

What are the benefits of hazard mitigation?

The information contained in this Plan is applicable for the region and serves to provide the framework for natural hazard mitigation among the participants. This is one more step in the emergency management cycle of *planning, response, recovery, and mitigation*. It is also consistent with the existing long-term commitment to mutual aid agreements, first responder agreements, and coordinating inter-jurisdictional cooperation in disaster response.

Hazard mitigation planning is intended to:

- **Save lives and property.**
Communities can save lives and reduce property damage from natural hazards through mitigation actions, such as moving families and their homes out of harm's way, limiting development, and/or regulating the type of construction or structures allowed in certain areas.
- **Reduce vulnerability to future hazards.**
By having a mitigation strategy in place, communities are better prepared to take proper steps that will permanently reduce the risk of future losses.
- **Facilitate post-disaster funding.**
By identifying mitigation strategies and projects before the next disaster, communities will be in a better position to obtain post-disaster funding because much of the background work necessary for funding assistance will already be in place.
- **Speed recovery.**
By developing a mitigation strategy, communities can identify post-disaster mitigation opportunities in advance of a disaster. Further, communities can develop recovery plans and policies to minimize the number of decisions that must be made while under the stress of responding to and recovering from a disaster.

- **Demonstrate commitment to improving community health and safety.**

Developing a mitigation strategy demonstrates a community's commitment to safeguarding its citizens and protecting its economic and environmental well-being.

- **Demonstrate accountability and regional coordination.**

Each jurisdiction is responsible for mitigation projects within their scope and boundaries. This includes identifying, prioritizing, funding, completing and evaluating mitigation projects.

The jurisdictions also have an ongoing commitment to regional cooperation to the greatest extent possible. To this end, the jurisdictions will continue to look for opportunities to action regionally and in partnership with each other. This allows for problem-solving at the regional level and gaining maximum benefit from potential funding sources.

Who does the natural hazards mitigation plan benefit?

The *North King and South Snohomish Counties Regional Mitigation Plan* was developed, written, and adopted as a multi-jurisdictional natural hazards mitigation plan for the benefit of ESCA's member cities, plus the regional partners of Edmonds Community College, Edmonds School District, the Port of Edmonds, and Olympic View Water and Sewer District.

The jurisdictions are all located in close proximity to each other. As a result, the Plan participants have ongoing, working relationships and recognize that they have a vested interest in coordinating mitigation efforts. It is anticipated that this cooperation will continue to develop and improve in the years to come. The results of these cooperative efforts will benefit the Cities and Special Purpose Jurisdictions as well as the citizens served by these agencies.

Each jurisdiction is responsible for identifying, planning, obtaining financing, and completing their own mitigation activities. To the greatest extent possible, the jurisdictions will coordinate efforts through existing interlocal agreements and inter-governmental jurisdictions.

To further the efforts of regional coordination, this Plan was offered to both King and Snohomish Counties for review and consistency.

Natural hazards land use policy in Washington

Planning for natural hazards in Washington has taken shape over the past 35 years, beginning with the State Environmental Policy Act (1971) and the

Shorelines Management Act (1971), and followed by the State Building Code Act (1974, 1985), and the Growth Management Act (1991). It is an integral element of Washington's statewide land use planning program which focuses on appropriate land use controls in critical areas that are prone to natural disasters, along with keeping up with the latest technology in construction methods to mitigate potential natural disasters.

Support for natural hazards mitigation

The primary responsibility for the development and implementation of mitigation strategies and policies lies with local jurisdictions. However, local jurisdictions are not alone; partners and resources exist at the state and federal levels to assist local government in the development of mitigation strategies and plans. Within Washington State, the Washington Military Department, Emergency Management Division is the lead agency for providing hazard mitigation planning assistance to local jurisdictions.

Plan Methodology

Because of the similarity in hazards within the north King and south Snohomish County region, the jurisdictions decided to create the *North King and South Snohomish Counties Regional Mitigation Plan* to meet the goals in the following ways:

- The Plan meets the requirements as specified in the Disaster Mitigation Act of 2000.
- The Plan is developed following the process outlined by the Disaster Mitigation Act of 2000.
- The Plan is multi-jurisdictional to promote and enhance regional efforts for emergency response, planning, recovery, and mitigation among the jurisdictions.
- All participating jurisdictions have a Mitigation Plan that is complete, comprehensive, and consistent with other existing emergency management documents.

The *North King and South Snohomish Counties Regional Mitigation Plan* was written using the best possible information obtained from a wide variety of sources. Throughout the planning process, a concerted effort was made to gather information from the ten ESCA Cities, the four participating Special

Purpose Districts, and the region’s stakeholders: citizens, businesses, other government jurisdictions and agencies.

Among others, information was solicited from regional partners such as Stevens Hospital, SNOCOM, Snohomish Fire District #1, Snohomish Fire District #7, Northshore Fire District, Snohomish County PUD, Alderwood Water District, Puget Sound Energy, and the Washington State Ferry System.

Feedback was also solicited from the neighboring emergency management agencies that included: King County Office of Emergency Management (OEM), Snohomish County Department of Emergency Management (DEM) and Everett Emergency Management.

The natural hazards mitigation strategies contained within this Plan are the result of a lengthy and extensive planning process involving all ESCA Cities, four Special Districts, key partners, and a cross-section of the business community and local citizens.

Plan Participants

Fourteen jurisdictions are participating in the 2009 Plan. They are:

JURISDICTION	STATUS
Brier, City of	2005 Participant
Edmonds, City of	2005 Participant
Kenmore, City of	2005 Participant
Lake Forest Park, City of	Added 2007
Lynnwood, City of	2005 Participant
Mill Creek, City of	2005 Participant
Mountlake Terrace, City of	2005 Participant
Mukilteo, City of	Added 2008 (not completed in 2008)
Woodinville, City of	NEW Participant
Woodway, Town of	2005 Participant
Edmonds Community College	NEW Participant
Edmonds School District	2005 Participant
Olympic View Water and Sewer District	2005 Participant
Port of Edmonds	2005 Participant

Establishment of the ESCA Natural Hazards Mitigation Planning Committee

In 2004, the City of Kenmore, applied for a Pre-Disaster Mitigation (PDM) Grant to cover part of the costs of regional mitigation planning.

Upon receipt of the Pre-Disaster Mitigation Planning Grant for all-hazards planning, the ESCA Natural Hazards Mitigation Planning Committee was formed to assist in meeting the planning requirements and to keep the mitigation planning project on schedule. This committee was charged with the following responsibilities:

- Identify Plan development goals and objectives.
- Establish a timeline for Plan completion.
- Ensure that the Plan meets the requirements of the Disaster Mitigation Act of 2000.
- Assist in coordinating local efforts in gathering information for inclusion in the Plan.
- Oversee the public involvement process at the local level.

The Committee completed the first version of the *North King and South Snohomish County Regional Mitigation Plan* and saw it through the review and promulgation process.

While the members have changed in the five years since the first iteration of this Plan, the Committee purpose remains the same. The current Committee has one or more representatives from each of the Cities and Special Districts participating in this 5-year Update.

ESCA Natural Hazards Mitigation Planning Committee – 2009 Members

- Jim Cutts, City of Brier
- Nicole Gaudette, City of Brier
- Noel Miller, City of Edmonds
- Leslie Harris, City of Kenmore
- Cheryl Niclai, City of Lake Forest Park
- Bill Franz, City of Lynnwood
- Kevin Garrett, City of Lynnwood
- Tom Rogers, City of Mill Creek
- Tom Gathmann, City of Mill Creek
- Shane Hope, City of Mountlake Terrace
- Paula Schwartz, City of Mountlake Terrace
- Heather McCartney, City of Mukilteo
- Glen Pickus, City of Mukilteo
- Larry Waters, City of Mukilteo
- Justina Tate, City of Woodinville
- Terrance Bryant, Town of Woodway
- Bill Trimm, Town of Woodway
- Steve Robinson, Edmonds Community College
- Paul Doherty, Edmonds Community College

- Brian Harding, Edmonds School District
- Lisa Skinner, Edmonds School District
- Roger Eberhart, Olympic View Water and Sewer District
- Marla Kempf, Port of Edmonds

The ESCA Natural Hazards Mitigation Planning Committee met as a group in July and September of 2008. Additional meetings between the Regional Plan Manager and each jurisdiction were held to focus on individual needs and issues. The work concluded in July 2009.

The Committee meetings provided opportunities to gather and share information, assess vulnerabilities, identify critical facilities, and assist in developing mitigation strategies. They also maintained continuity throughout the process to ensure that jurisdiction-specific natural hazards vulnerability information and mitigation strategies were incorporated into the Plan.

Plan Update Responsibilities

Each City and Special Purpose District was responsible for:

- Reviewing breakout information for their jurisdiction
- Identifying and updating data and information, including local hazards; jurisdictional descriptions; and completed and pending projects
- Reviewing internal jurisdictional plans and documents which affect the Mitigation Plan; ensuring consistency and coordination between documents
- Incorporating appropriate projects from documents such as Capital Improvement Plan, budget, etc.
- Posting legally required notifications according to State Law and local Ordinances
- Providing an on-site opportunity for community members to provide comment on the Plan
- Working with Regional Plan Manager during public input meetings and sessions
- Working with Regional Plan Manager to complete the adoption and promulgation process

The Regional Plan Manager was responsible for:

- Developing a planning timeline
- Working with each Jurisdiction to obtain and incorporate updated information and data
- Working with the new Jurisdictions to include them in the planning process and incorporate them into the final document
- Providing guidance, editing and feedback as necessary

- Coordinating with the State Mitigation Strategists to ensure appropriate Plan development
- Reviewing and updating Section A (Preceding Documents), Section I (Overview) and Section II (HIVA)
- Working with Jurisdictions to conduct public input opportunities
- Printing and submitting the proposed Plan to the State and FEMA for review and approval
- Working with Jurisdictions to complete the adoption and promulgation process

Input from Stakeholders and Citizens

Each jurisdiction looked first to existing plans, documents and budgets developed and maintained by the individual jurisdictions. As part of the development and maintenance process, these documents are usually:

- Developed by Staff based on direction from the Council or Board
- Reviewed in one or more open public meetings by the governing body (Council or Board)

The use of these existing documents, and the regular processes for the review and adoption of these documents, provides for regular and independent public review and input even before these items are considered for the Regional Mitigation Plan.

For a Plan-specific review, the ESCA Natural Hazards Mitigation Planning Committee held a series of meetings at the local level to solicit input from the stakeholders and citizens of the community.

A regional meeting in an “Open House” format was held during work hours to ensure that community members had adequate opportunity to participate in the process. This was to provide access for businesses, shift workers, and others who are unlikely to attend an evening meeting.

July 22, 2009, 1 to 4 pm

Regional meeting/Open House.

Open to all interested parties.

Location:

ESCA offices
2901 228th Street SW, Ste A
Brier, WA 98036

In addition, late afternoon and evening meetings were held at the local levels.

May 26, 2009 at 7:00 p.m

Woodinville Emergency Preparation Commission
Local meeting, open to public

Location:

Woodinville City Hall
17301-133rd Avenue NE
Woodinville, WA

June 8, 2009 at 7:00 p.m.

Woodinville Emergency Preparation Commission
Local meeting #2, open to public

Location:

Woodinville City Hall
17301-133rd Avenue NE
Woodinville, WA

June 9, 2009 at 7:00 p.m.

Woodinville City Council meeting.
Open to public

Location:

Woodinville City Hall
17301-133rd Avenue NE
Woodinville, WA

June 16, 2009 at 7:00 p.m.

Woodinville City Council meeting.
Location:

Woodinville City Hall
17301-133rd Avenue NE
Woodinville, WA

July 22, 2009; 1:00 – 4:00 p.m.

ESCA “Open House”

Location:

ESCA
2901 228th Street SW, Ste A
Brier, WA

July 27, 2009 at 5:30 p.m.

Woodinville “Open House”

Location:

Woodinville City Hall
17301-133rd Avenue NE
Woodinville, WA

August 10, 2009 at 7:00 p.m.

Mountlake Terrace Planning Commission meeting
Public Hearing

Location:

Mountlake Terrace City Hall
6100 219th Street SW, Suite 200
Mountlake Terrace, WA

August 13, 2009 at 7:00 p.m.

Mountlake Terrace Council
Work Session

Location:

Mountlake Terrace City Hall
6100 219th Street SW, Suite 200
Mountlake Terrace, WA

August 17, 2009 at 7:00 p.m.

Mountlake Terrace Council

Location:

Mountlake Terrace City Hall
6100 219th Street SW, Suite 200
Mountlake Terrace, WA

August 25, 2009 at 7:00 p.m.

Brier Council meeting
Public Hearing

Location:

Brier City Hall
2901 228th Street SW
Brier, WA

August 31, 2009 at 7:00 p.m.

Port of Edmonds Board Meeting
Public Hearing

Location:

Port of Edmonds Business Offices
336 Admiral Way
Edmonds, WA

September 8, 2009 at 6:00 p.m.

Mill Creek Council meeting
Public Hearing

Location:

Mill Creek City Hall
15728 Main Street
Mill Creek, WA

September 8, 2009 at 7:00 p.m.

Mukilteo Council meeting

Public Hearing

Location:

Mukilteo City Hall
11930 Cyrus Way
Mukilteo, WA

September 9, 2009 at 7:00 p.m.

Edmonds Council meeting

Public Hearing

Location:

Edmonds City Hall
121 5th Ave N
Edmonds, WA

September 10, 2009 at 7:45 p.m.

Lake Forest Park Council meeting

Public Hearing

Location:

Lake Forest Park City Hall
17425 Ballinger Way NE
Lake Forest Park, WA

September 14, 2009 at 7:00 p.m.

Lynnwood Council meeting

Public Hearing

Location:

Lynnwood City Hall
19100 44th Ave W
Lynnwood, WA

September 15, 2009 at 7:00 p.m.

Edmonds Council meeting

Public Hearing

Location:

Edmonds City Hall
121 5th Ave N
Edmonds, WA

September 16, 2009 at 5:00 p.m.

Kenmore
Open House
Public Hearing

Location:

Northshore Utility District offices
6830 NE 185th St
Kenmore, WA

September 17, 2009 at 7:00 p.m.

Mill Creek Council meeting

Location:

Mill Creek City Hall
15728 Main Street
Mill Creek, WA

September 11, 2009 at 7:00 p.m.

Olympic View Water and Sewer Board Meeting

Location:

General Offices
23725 Edmonds Way
Edmonds, WA

September 24, 2009 at 7:45 p.m.

Lake Forest Park Council meeting
Public Hearing

Location:

Lake Forest Park City Hall
17425 Ballinger Way NE
Lake Forest Park, WA

September 28, 2009 at 6:00 p.m.

Kenmore Council meeting
Public Hearing

Location:

Northshore Utility District offices
6830 NE 185th St
Kenmore, WA

October 6, 2009 at 6:30 p.m.

Edmonds School District - Board meeting
Public Hearing

Location:

Edmonds School District – administrative offices
0420 68th Ave. W
Lynnwood, WA

October 20, 2009 at 7:00 p.m.

Edmonds Council meeting

Public Hearing

Location:

Edmonds City Hall

121 5th Ave N

Edmonds, WA

November 16, 2009 at 7:00 p.m.

Woodway Council meeting

Public Hearing

Location:

Woodway City Hall

23920 113th PI W

Woodway, WA

December 2, 2009 at 1:30 p.m.

Edmonds Community College,

President's Cabinet

Location:

Edmonds Community College

Lynnwood Hall, Building 21

20000 68th Ave W

Lynnwood, WA 98036

January 12, 2010 at 1:30 p.m.

Edmonds Community College

Open House/Public Meeting

Location:

Edmonds Community College

Snohomish Hall Room 304

A press release was sent to local and regional newspapers on July 14, 2009. The release provided information regarding the background for the Mitigation Plan, the purpose of the meetings, and a request for public participation and input.

For those individuals who were unable to attend any of the public input meetings, a further opportunity to provide input was provided. ESCA posted background information, a series of questions, and feedback forms on ESCA's website (www.esca1.com). Newspaper articles, jurisdictional postings, and websites maintained by the participating jurisdictions directed interested parties to this information and solicited feedback. Plan participants

also maintained printed materials at the front desk of each jurisdiction to provide public access to the information and solicit public input.

Hazard-specific Research

During the course of the plan development process, a large amount of information and data was collected for eight natural disasters: drought, earthquake, flood, landslide, severe storm, tsunami and seiche, volcanoes, and wildland-urban interface fire.

Sources for this information included local records, existing Hazard Identification and Vulnerability Assessments (HIVA) and emergency management plans, local agencies, the Internet, emergency management publications, and government agencies at all levels.

Plan Development Process

The Disaster Mitigation Act of 2000

In the past, federal legislation has provided funding for disaster relief, recovery, and hazard mitigation planning. The Disaster Mitigation Act of 2000 is the latest legislation to improve the planning process. It reinforces the importance of mitigation planning and emphasizes planning for disasters *before* they occur.

The Disaster Mitigation Act is intended to facilitate cooperation between state and local authorities and to encourage coordinated efforts between jurisdictions. The Act encourages and rewards local and state pre-disaster planning and promotes sustainability as a strategy for disaster resistance.

To implement the new Disaster Mitigation Act requirements, the Federal Emergency Management Agency (FEMA) prepared an Interim Final Rule, published in the Federal Registry on February 26, 2002, at 44 CFR Parts 201 and 206, which establishes planning and funding criteria for state and local governments.

The primary purpose of hazard mitigation is to identify community policies, actions, and tools for implementation over the long-term that will result in a reduction in risk and potential future losses community-wide. This is accomplished by using a systematic process of learning about the hazards that can affect the community, setting clear goals, identifying appropriate actions, following through with an effective mitigation strategy, and keeping the Plan current.

Local Involvement

Fourteen jurisdictions in north King and south Snohomish Counties participated in this Mitigation Plan. They are: the Cities of Brier, Edmonds, Kenmore, Lake Forest Park, Lynnwood, Mill Creek, Mountlake Terrace, Mukilteo, Woodinville, the Town of Woodway, Edmonds Community College, Edmonds School District, Olympic View Water and Sewer District, and the Port of Edmonds.

Each jurisdiction contributed to plan development through dedicated staff time to oversee the development of the Plan, assist in writing the Plan, and/or compiling jurisdiction-specific information contained in the Plan.

Public Notification

In addition to each jurisdiction posting meeting notices in accordance with local Codes and Ordinances, press releases were sent to local and regional newspapers. These include:

- Edmonds Paper
- Enterprise
- Everett Herald
- Kenmore/Bothell Reporter
- Mill Creek View
- Puget Sound Business Journal
- Seattle P-I, City Desk
- Seattle P-I, North Bureau
- Seattle Times, City Desk
- Seattle Times, North Bureau

As a further attempt to get information to the public, the full document is maintained on the ESCA website (www.esca1.com), and links to the ESCA website were provided on the individual jurisdictions' websites.

Important dates and elements in the plan process

September 9, 2005 – City of Mukilteo joins ESCA

The City of Mukilteo signed the Interlocal Agreement making it the 8th ESCA member.

March 27, 2006 – City of Lake forest Park joins ESCA

The City of Lake Forest Park signed the Interlocal Agreement making it the 9th ESCA member.

July 15, 2008 – Pre-Disaster Mitigation Planning Meeting

The participating jurisdictions met with the Regional Plan Manager to discuss the development process and coordinate efforts.

September 9, 2008 – Pre-Disaster Mitigation Planning Meeting

The participating jurisdictions met with the Regional Plan Manager to discuss progress and establish next steps in the planning process.

November 4, 2008 – Pre-Disaster Mitigation Planning Meeting

The participating jurisdictions met with the Regional Plan Manager to discuss progress and to work on the document.

May 16, 2009 – City of Woodinville joins ESCA

The City of Woodinville signed the Interlocal Agreement making it the 10th ESCA member.

June 19, 2009 – Received Letter of Commitment for Disaster Mitigation Planning Project

- Edmonds Community College³

July 22, 2009 – Regional Public Input Meeting

This meeting was held at the ESCA offices. Press releases were sent out for this meeting as well as the rest of the meeting schedule. In addition to posting on the ESCA website, individual jurisdictions posted for this meeting in accordance with local codes and ordinances. Staff from each jurisdiction attended, as did ESCA staff.

August – December 2009 – Local Public Input Meetings

See pages I-11 through I-16 for full schedule and timeline of meetings.

December 14, 2009 – Submission of Mitigation Plan

Xxxxxx XX, 2010 – Promulgated Plan delivered to Washington State Military Department, Emergency Management Division, Camp Murray

³ Edmonds Community College was participating in the planning process before providing the official letter.

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Plan Adoption

Organizations and Decision Making

Each participating jurisdiction is subject to one of four forms of government: Mayor-Council, Council-Manager, Elected Board and appointed Board of Trustees.

Mayor-Council Form of Government⁴

This form of government, also known as a “strong mayor,” provides for the direct election of a Mayor by the populace. The Mayor has responsibility for managing day-to-day operations of the City or Town.

The Council, also elected, is the legislative body responsible for setting policy. Issues may be placed on the agenda by either the Council or the Mayor. The issue is presented to the Council body, and an opportunity is provided for public input. After discussion among the Council members, a vote is taken, and the majority decision is implemented.

Of those jurisdictions participating in this Mitigation Planning process, the following Cities and Towns follow the Mayor-Council form of government:

- City of Brier
- City of Edmonds
- City of Lake Forest Park
- City of Lynnwood
- City of Mukilteo
- Town of Woodway

Council-Manager Form of Government⁵

For this form of government, Council members are elected by the citizens, and the Mayor is chosen from among the elected body. The Mayor, in this capacity, does not have any additional authority, but is primarily responsible for the effective operation of Council meetings. The Mayor also acts in a ceremonial capacity and represents the body to sign resolutions and other official documents.

Council sets policy and relies on the City Manager and other staff to carry out that policy. The City Manager is in charge of ensuring the City’s day-to-day operations are carried out.

⁴ Municipal Research and Services Center of Washington (MRSC). Available WWW: <http://www.mrsc.org>.

⁵ Ibid.

Policy issues are placed on the agenda by Council members or the City Manager. In most cases, a presentation is made to the Council; an opportunity is presented for public input and Council discussion, followed by a vote. Policy is set based on the outcome of the Council's vote.

Upon policy approval, the Mayor signs a resolution enacting the policy.

Of those participating in this Plan, the following jurisdictions have the Council-Manager form of government:

- City of Kenmore
- City of Mill Creek
- City of Mountlake Terrace
- City of Woodinville

Elected Board⁶

This form of government relies on a Board that is elected by the voters within the jurisdiction's borders. The Board is then responsible for creating policy and directing the organization's executive – General Manager, Director, or Superintendent – to carry out day-to-day operations.

Issues are placed on the agenda by Board members or by the organization's Executive. As in the previous forms of government, a presentation is made to the Board. An opportunity for public input is provided, followed by discussion by the Board. The Board then votes upon the issue, and the Executive acts in accordance with the majority's vote.

The following jurisdictions follow this form of governance:

- Edmonds School District
- Olympic View Water and Sewer District
- Port of Edmonds

President and Board of Trustees⁷

Day-to-day operations are managed by the President, a position hired by the Board of Trustees.

The Board of Trustees is composed of five members appointed by the Governor. Each member serves a five-year term and must reside within the college's district boundaries.

The following jurisdictions follow this form of governance:

- Edmonds Community College

⁶ Ibid.

⁷ Edmonds Community College. Available WWW: <http://edcc.edu/>

As identified above, the regional partners for this Plan have differing governance roles and responsibilities.

Each jurisdiction is responsible for meeting legal requirements (i.e., State laws, local ordinances, statutes or regulations) associated with their portion of the Plan’s review and adoption.

Review Process

Each City and Special Purpose District actively solicited public review and input on the document in accordance with the local jurisdiction’s rules, regulations and requirements.

Each jurisdiction’s Council or Board then reviewed the jurisdiction’s breakout.

After review and discussion, each Council or Board approved the submission of the Plan to Washington State and FEMA for review and approval.

Agency/Jurisdiction	Date of Approval to Submit
Brier	August 25, 2009
Edmonds	October 20, 2009
Kenmore	September 28, 2009
Lake Forest Park	September 10, 2009
Lynnwood	September 14, 2009
Mill Creek	September 22, 2009
Mountlake Terrace	August 17, 2009
Mukilteo	September 8, 2009
Woodinville	June 16, 2009
Woodway	November 16, 2009
Edmonds Community College	December 2, 2009
Edmonds School District	October 6, 2009
Olympic View Water & Sewer District	September 21, 2009
Port of Edmonds	August 31, 2009

Once approved by the State and FEMA, each Council and Board is then responsible for adopting the Plan through Resolution.

Adoption

Following the jurisdiction's individual requirements, each City/Town Council or agency Board signed a Resolution formally adopting the North King and South Snohomish Counties Regional Mitigation Plan. This process was done in accordance with individual requirements and in compliance with the type of organization.

Agency/Jurisdiction	Resolution Number	Date of Adoption
Brier		
Edmonds		
Kenmore		
Lake Forest Park		
Lynnwood		
Mill Creek		
Mountlake Terrace		
Mukilteo		
Woodinville		
Woodway		
Edmonds Community College		
Edmonds School District		
Olympic View Water & Sewer District		
Port of Edmonds		

The *North King and South Snohomish Counties Regional Mitigation Plan* was formally promulgated by signature of the Mayors of Brier, Edmonds, Kenmore, Lake Forest Park, Lynnwood, Mill Creek, Mountlake Terrace, Mukilteo, Woodinville and Woodway as well as the Board Chairs of Edmonds Community College, Edmonds School District, Olympic View Water and Sewer District, and the Port of Edmonds.

Plan Maintenance

Evaluating and Updating the Plan

The *North King and South Snohomish Counties Regional Mitigation Plan* will be monitored and evaluated on an ongoing basis by the individual jurisdictions.

In general, for municipal jurisdictions, the responsibility for monitoring and evaluating progress will primarily rest with the jurisdiction's Planning Director (or equivalent) and/or the Public Works Director (or equivalent). A brief overview of the progress should be provided to the City Council on an annual basis.

For the Special Purpose Districts, the responsibility will reside with the Safety and/or Facilities Director. A brief overview of the progress should be provided to the jurisdiction's Board or governing body on an annual basis.

For the current participants, responsibility is assigned as follows:

<u>Jurisdiction</u>	<u>Monitor/Evaluation Responsibility</u>
Brier	Public Works Director & City Clerk
Edmonds	Development Services Director & Public Works Director
Kenmore	City Manager's Office
Lake Forest Park	Public Works Director
Lynnwood	Public Works Director & Community Development Director
Mill Creek	Public Works Director
Mountlake Terrace	Planning Director & Public Works Director
Mukilteo	Public Works Director
Woodinville	Assistant to the City Manager
Woodway	Public Works Director & Mayor
Edmonds Community College	Director of Facilities Operations, Security & Capital
Edmonds School District	Director of Facilities Operations
Olympic View Water and Sewer	General Manager
Port of Edmonds	Safety Committee

In addition, the Plan will be evaluated and updated on a five-year cycle to determine the effectiveness of mitigation programs, projects, or other related activities and reflect changes in land development or programs that may affect mitigation priorities and/or strategies. Five-year updates will be

delivered to the Washington State Hazard Mitigation Program Manager for review and forwarding to the Federal Emergency Management Agency, Region X Office.

Each jurisdiction will be responsible for reviewing and evaluating their section of the Plan on a regular basis. It is *suggested* that the jurisdictions conduct the evaluation half-way through the five-year cycle to ensure that the Plan is staying on target.

Five-Year Plan Update

Updates to the *North King and South Snohomish Counties Regional Mitigation Plan* shall be conducted on a five-year cycle. At this time, no funding sources are identified for additional ESCA staff time, so each jurisdiction will be responsible for updating their portion of the Plan.

At the end of this Plan cycle, each jurisdiction will receive both a printed and an electronic copy of the Plan. The electronic copy can be used as a template to update the Plan in 2014.

The Mayors of each of the participating municipalities, and the Chairs or Presidents of Edmonds Community College, Edmonds School District, Olympic View Water and Sewer District, and Port of Edmonds, or their designated representatives, shall approve the updated Plan. A copy of the updated Plan shall be submitted to the Washington State Hazard Mitigation Officer no later than July 31st of the update year.

PLAN EVALUATION AND UPDATE SCHEDULE 2010-2014

<u>Date</u>	<u>Required Action to be Taken</u>
September 2013	Jurisdiction(s) should investigate grant options to pay for the 5-year update. Lead agency should be identified to apply for appropriate grant(s).
January 2014	Participating jurisdictions should identify the lead, or coordinating, agency in the update process.
March 2014	Staffs, for each jurisdiction, begin 5-year Plan update process. Each jurisdiction should develop an update of all mitigation activities and/or projects.
March – May 2014	Update Plan in cooperation with participating jurisdictions.
June - July 2014	Conduct at least one public meeting regarding the Plan update. Receive comments from community and key stakeholders. Revise Plan as necessary.
July – Sept. 2014	Obtain approval of updated Plan by all participating jurisdictions.
Sept. 30, 2014	Submit updated Plan to Washington State Hazard Mitigation Officer.

Continued Public Involvement

All participating entities are dedicated to the continued involvement of the public in the natural hazards mitigation process.

Copies of the *North King and South Snohomish Counties Regional Mitigation Plan* will be kept and made available for public review on the ESCA website (www.esca1.com) as well as at the following locations:

- City/Town Hall
 - City of Mountlake Terrace
 - City of Brier
 - City of Edmonds
 - City of Kenmore
 - City of Lake Forest Park
 - City of Lynnwood
 - City of Mill Creek
 - City of Mukilteo
 - City of Woodinville
 - Town of Woodway

- Special Purpose District Offices
 - Edmonds Community College
 - Edmonds School District
 - Olympic View Water and Sewer District
 - Port of Edmonds

- Libraries
 - Brier (Sno-Isle Regional Library)
 - Edmonds (Sno-Isle Regional Library)
 - Kenmore (King County Library System)
 - Lake Forest Park (King County Library System)
 - Lynnwood (Sno-Isle Regional Library)
 - Mill Creek (Sno-Isle Regional Library)
 - Mountlake Terrace (Sno-Isle Regional Library)
 - Mukilteo (Sno-Isle Regional Library)
 - Woodinville (King County Library System)

Contact information for ESCA is included in the Point of Contact information on page *vii* of the Mitigation Plan.

A notice regarding the existence and location of these copies of the *North King and South Snohomish Counties Regional Mitigation Plan* will be publicized in accordance with each jurisdiction's requirements.

A minimum of one public meeting will be held by each jurisdiction as a part of the five-year plan update. The purpose of these meetings is to provide

a public forum so that citizens can express concerns, opinions, or ideas about the *North King and South Snohomish Counties Regional Mitigation Plan*.

Additional opportunity for public review and input is provided through budget and Plan Review processes scheduled and conducted on a regular basis.

- Budgets are maintained on an annual or biennial basis, depending on the jurisdiction.
- Capital Improvement Plans are generally created with a 6-year horizon with annual reviews and updates.
- Cities maintain 5-year cycles for the Comprehensive Plan; and many jurisdictions review and update one or more sections of the Plan each year. This provides additional public input opportunity.

Plan Membership / Adding Jurisdictions

The jurisdictions within the North King and South Snohomish Counties area are committed to regional cooperation. To facilitate and expand future cooperation and regional partnerships, the *North King and South Snohomish Regional Mitigation Plan* provides the following process for jurisdictions wishing to join this Plan. There are two options for this addition.

In the *first option*, a new City, Town or Special Purpose District joins ESCA through signing the Interlocal Agreement. In this case, the new member also commits to regional planning efforts, including the *North King and South Snohomish Regional Mitigation Plan*. A section pertaining to the new jurisdiction will be added at the soonest possible time.

The *second option* is if a jurisdiction that is *not* an ESCA member wishes to add onto the Plan. In this case:

1. The non-ESCA jurisdiction wishing to join the Plan contacts the Regional Plan Manager (ESCA) with a request to participate.
2. The Regional Plan Manager provides the jurisdiction with a copy of the approved Plan, the local planning requirements and any other pertinent data.
3. The jurisdiction reviews the Regional Mitigation Plan and develops the portions of the Plan that are specific to the jurisdiction and required by the Regional Plan Manager to comply with the Regional Plan. This portion of the Plan must meet the requirements of 44 CFR 201.6 of the Disaster Mitigation Act of 2000 including a public process.
4. The new jurisdiction submits its portions of the Hazard Mitigation Plan to the Regional Plan Manager for review and compliance with regional planning criteria.
5. The Regional Plan Manager forwards the new jurisdiction's Plan to the State Hazard Mitigation Program Manager for review and compliance with Disaster Mitigation Act of 2000. The Regional Plan Manager also sends certification to the State Hazard Mitigation Program Manager that the new jurisdiction meets the Regional Mitigation Plan criteria.
6. The State Hazard Mitigation Program Manager reviews the new jurisdiction's Plan for Disaster Mitigation Act of 2000 criteria compliance in conjunction with the approved Regional Plan. If the Plan does not meet criteria, the State Hazard Mitigation Program Manager works with the jurisdiction to resolve issues until it does.

7. The State Hazard Mitigation Program Manager Disaster Mitigation Act of 2000 compliance.
8. Upon approval from FEMA Region X, the new jurisdiction is considered part of the Regional Mitigation Plan and will comply with the update schedule, workgroups, planning committee and criteria in the Regional Mitigation Plan as required.