

## **PART 1—THE PLANNING PROCESS**

# CHAPTER 1.

## INTRODUCTION TO THE PLANNING PROCESS

### 1.1 WHY PREPARE THIS PLAN?

#### 1.1.1 The Big Picture

Hazard mitigation is defined as the use of long- and short-term strategies to reduce or alleviate the loss of life, personal injury, and property damage that can result from a disaster. It involves strategies such as planning, policy changes, programs, projects, and other activities that can mitigate the impacts of hazards. The responsibility for hazard mitigation lies with many, including private property owners; business and industry; and local, state and federal government.

The federal Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390) required state and local governments to develop hazard mitigation plans as a condition for federal disaster grant assistance. Prior to 2000, federal disaster funding focused on disaster relief and recovery, with limited funding for hazard mitigation planning. The DMA increased the emphasis on planning for disasters before they occur.

The DMA encourages state and local authorities to work together on pre-disaster planning, and it promotes sustainability for disaster resistance. Sustainable hazard mitigation includes the sound management of natural resources and the recognition that hazards and mitigation must be understood in the largest possible social and economic context. The enhanced planning network called for by the DMA helps local governments articulate accurate needs for mitigation, resulting in faster allocation of funding and more cost-effective risk reduction projects.

#### 1.1.2 Local Concerns

Several factors initiated this planning effort:

- Kittitas County has significant exposure to several natural hazards that have caused millions of dollars in damage in recent years.
- Limited local resources make it difficult to be pre-emptive in risk reduction initiatives. Being able to leverage federal financial assistance is paramount to successful hazard mitigation in the area.
- Kittitas County and local jurisdictions want to be proactive in preparing for and reducing the impacts of natural hazards and disasters.

With these factors in mind, Kittitas County committed to the preparation of this plan by attaining grant funding for the effort and then securing technical assistance to facilitate a planning process that would comply with all program requirements. Kittitas County recognized that disasters are not always contained with political boundaries and therefore invited multiple local jurisdictions (municipalities and special purpose districts) within the county to participate as partners in the hazard mitigation planning process.

#### 1.1.3 Purposes for Planning

This hazard mitigation plan identifies resources, information, and strategies for reducing risk from natural hazards. Elements and strategies in the plan were selected because they meet a program requirement and because they best meet the needs of the planning partners and their citizens. One of the benefits of multi-

jurisdictional planning is the ability to pool resources and eliminate redundant activities within a planning area that has uniform risk exposure and vulnerabilities. The Federal Emergency Management Agency (FEMA) encourages multi-jurisdictional planning under its guidance for the DMA. The plan will help guide and coordinate mitigation activities throughout Kittitas County. It was developed to meet the following objectives:

- Meet or exceed requirements of the DMA.
- Enable all planning partners to continue using federal grant funding to reduce risk through mitigation.
- Meet the needs of each planning partner as well as state and federal requirements.
- Create a risk assessment that focuses on Kittitas County hazards of concern.
- Create a single planning document that integrates all planning partners into a framework that supports partnerships within the county, and puts all partners on the same planning cycle for future updates.
- Meet the planning requirements of FEMA’s Community Rating System (CRS), allowing planning partners that participate in the CRS program to maintain or enhance their CRS classifications.
- Coordinate existing plans and programs so that high-priority initiatives and projects to mitigate possible disaster impacts are funded and implemented.

## **1.2 WHO WILL BENEFIT FROM THIS PLAN?**

All citizens and businesses of Kittitas County are the ultimate beneficiaries of this hazard mitigation plan. The plan reduces risk for those who live in, work in, and visit the county. It provides a viable planning framework for all foreseeable natural hazards that may impact the county. Participation in development of the plan by key stakeholders in the county helped ensure that outcomes will be mutually beneficial. The resources and background information in the plan are applicable countywide, and the plan’s goals and recommendations can lay groundwork for the development and implementation of local mitigation activities and partnerships.

## **1.3 HOW TO USE THIS PLAN**

This plan has been set up in two volumes so that elements that are jurisdiction-specific can easily be distinguished from those that apply to the whole planning area:

- **Volume 1**—Volume 1 includes all federally required elements of a disaster mitigation plan that apply to the entire planning area. This includes the description of the planning process, public involvement strategy, goals and objectives, countywide hazard risk assessment, countywide mitigation initiatives, and a plan maintenance strategy.
- **Volume 2**—Volume 2 includes all federally required jurisdiction-specific elements, in annexes for each participating jurisdiction. It includes a description of the participation requirements established by the steering committee, as well as instructions and templates that the partners used to complete their annexes. Volume 2 also includes “linkage” procedures for eligible jurisdictions that did not participate in development of this plan but wish to adopt it in the future.

All planning partners will adopt Volume 1 in its entirety and the following parts of Volume 2: Part 1; each partner’s jurisdiction-specific annex; and the appendices.

The following appendices provided at the end of Volume 1 include information or explanations to support the main content of the plan:

- Appendix A—A glossary of acronyms and definitions
- Appendix B—Public outreach information, including the hazard mitigation questionnaire/survey and summary and documentation of public meetings
- Appendix C—A template for progress reports to be completed as this plan is implemented
- Appendix D—Plan Adoption Resolutions from Planning Partners

## **CHAPTER 2. PLAN METHODOLOGY**

To develop the Kittitas County Hazard Mitigation Plan, the County followed a process that had the following primary objectives:

- Secure grant funding
- Form a planning team
- Establish a planning partnership
- Define the planning area
- Establish a steering committee
- Coordinate with other agencies
- Review existing programs
- Engage the public.

These objectives are discussed in the following sections.

### **2.1 GRANT FUNDING**

This planning effort was supplemented by a Hazard Mitigation Grant Program (HMGP) grant from FEMA in response to the declared disaster of January 2009 (Washington Severe Winter Storm, Landslides, Mudslides, and Flooding, Major Disaster DR-1817). Kittitas County was the applicant agent for the grant. The grant was applied for in 2009, and funding was appropriated in 2010. It covered 75 percent of the cost for development of this plan; the County and its planning partners covered 12.5 percent of the cost through in-kind contributions, and the state of Washington provided the balance.

### **2.2 FORMATION OF THE PLANNING TEAM**

Kittitas County hired Tetra Tech, Inc. to assist with development and implementation of the plan. The Tetra Tech project manager assumed the role of the lead planner, reporting directly to a County-designated project manager. A planning team was formed to lead the planning effort, made up of the following members:

- Christina Wollman, Kittitas County Project Manager
- Rob Flaner, Tetra Tech (Lead Project Planner)
- Laura Hendrix, Tetra Tech (Public Policy Lead)
- Ed Whitford, Tetra Tech (GIS/HAZUS lead)
- Dan Portman, Tetra Tech (Technical Editor).

### **2.3 ESTABLISHMENT OF THE PLANNING PARTNERSHIP**

Kittitas County opened this planning effort to all eligible local governments within the county. The planning team made a presentation at a stakeholder meeting on June 22, 2010 to introduce the mitigation

planning process and solicit planning partners. A follow-up to the initial stakeholder meeting was held on August 25, 2010 with potential planning partners. Key meeting objectives were as follows:

- Provide an overview of the Disaster Mitigation Act.
- Describe the reasons for a plan.
- Outline the County work-plan.
- Outline planning partner expectations.
- Seek commitment to the planning partnership.
- Seek volunteers for the steering committee.

Each jurisdiction wishing to join the planning partnership was asked to provide a “letter of intent” to participate in the planning process. That letter designated a point of contact for the jurisdiction and confirmed the jurisdiction’s commitment to the process and understanding of expectations. Linkage procedures have been established (see Volume 2 of this plan) for any jurisdiction wishing to link to the Kittitas County plan in the future. The municipal planning partners covered under this plan are shown in Table 2-1. The special purpose district planning partners are shown in Table 2-2.

<b>TABLE 2-1. COUNTY AND CITY PLANNING PARTNERS</b>		
Jurisdiction	Point of Contact	Title
Kittitas County	Christina Wollman	Planner II, Project Manager
City of Cle Elum	Dave Campbell	Fire Chief
City of Ellensburg	Mike Smith	Director Dept. of Community Development
City of Kittitas	John Camarata	Mayor
City of Roslyn	Mitch Long	Public Works Crewmember

<b>TABLE 2-2. SPECIAL PURPOSE DISTRICT PLANNING PARTNERS</b>		
District	Point of Contact	Title
Fire District #1	DJ Evans	Fire Chief
Fire District #7	Russ Hobbs	Fire Chief
Fire District #8	Monty Moore	Fire Chief
Kittitas Valley Fire and Rescue (District #2)	John Sinclair	Fire Chief
Snoqualmie Pass Utility District	Terry Lenihan	Manager
Kittitas PUD #1	Matt Boast	System Engineer
Water District #5	Fred Marion	Chairman
Water District #7	Howard Biggs	--
Kittitas School District #403	Monty Sabin	Superintendent
Cle Elum – Roslyn School District #404	Bill Davis	--
Hospital District #1	Jim Allen	Disaster Coordinator
Hospital District #2	Jim Allen	Disaster Coordinator
Kittitas County Conservation District	Anna Lael	--

## 2.4 DEFINING THE PLANNING AREA

The planning area consists of all of Kittitas County. All partners to this plan have jurisdictional authority over specific locations within this planning area.

## 2.5 THE STEERING COMMITTEE

Hazard mitigation planning enhances collaboration and support among diverse parties whose interests can be affected by hazard losses. A steering committee was formed to oversee all phases of the plan. The members of this committee included key planning partner staff, citizens, and other stakeholders from within the planning area. The planning team assembled a list of candidates representing interests within the planning area that could have recommendations for the plan or be impacted by its recommendations. The partnership confirmed a committee of 17 members at the kickoff meeting. Table 2-3 lists the committee members.

Name	Title	Jurisdiction/Agency	Representing
Christina Wollman	Planner II, Project Manager	Kittitas County	Kittitas County
DJ Evans	Fire Chief	Fire District #1	Fire District #1
Jim Allen	Director Respiratory Care, Disaster Coordinator	Hospital District #1—Kittitas Valley Community Hospital	Hospital District #1—Kittitas Valley Community Hospital, Hospital District #2—Kittitas Valley Public Hospital
Mike Smith	Director Dept. of Community Development	City of Ellensburg	City of Ellensburg
Russ Hobbs	Fire Chief	Fire District #7	Fire District #7
John Sinclair	Fire Chief	Kittitas Valley Fire and Rescue (District #2)	Kittitas Valley Fire and Rescue (District #2)
Anna Lael		Kittitas County Conservation District	Kittitas County Conservation District
Brenda Larsen	Fire Marshal	Kittitas County Fire	Kittitas County Fire
Mitch Long	Public Works Crewmember	City of Roslyn	City of Roslyn
Fred Slyfield	Emergency Mgmt. Specialist	Kittitas County Sheriff's Office	Kittitas County Sheriff's Office
Matt Boast	System Engineer	Kittitas PUD #1	Kittitas PUD #1
Cheryl Burrows	EMS Coordinator	Kittitas County EMS	Kittitas County EMS
Jill Arango		Kittitas County Flood Task Force Technical Advisory Group (TAG)	Kittitas County Flood Task Force Technical Advisory Group (TAG)
Kirk Holmes	Public Works Director	Kittitas County Department of Public Works	Kittitas County Department of Public Works
Bill Davis		Cle Elum – Roslyn School District #404	Cle Elum – Roslyn School District #404
Howard Briggs	Commissioner	Kittitas County Water District #7	Kittitas County Water District #7
Dave Campbell	Fire Chief	City of Cle Elum	City of Cle Elum

Leadership roles and ground rules were established during the steering committee’s initial meeting on August 25, 2010. The steering committee agreed to meet monthly or as needed throughout the course of the plan’s development. The planning team facilitated each steering committee meeting, which addressed a set of objectives based on an established work plan. The steering committee met seven times from August 2010 through February 2012. Meeting agendas, notes and attendance logs are available for review upon request. All steering committee meetings were open to the public and agendas and meeting notes were posted to the hazard mitigation plan website.

## **2.6 COORDINATION WITH OTHER AGENCIES**

Title 44 of the Code of Federal Regulations (44 CFR) requires that opportunities for involvement in the planning process be provided to neighboring communities, local and regional agencies involved in hazard mitigation, agencies with authority to regulate development, businesses, academia, and other private and nonprofit interests (Section 201.6.b.2). This task was accomplished by the planning team as follows:

- **Steering Committee Involvement**—Agency representatives were invited to participate on the steering committee.
- **Agency Notification**—The following agencies were invited to participate in the plan development from the beginning and were kept apprised of plan development milestones:
  - FEMA Region X
  - Washington State Department of Ecology
  - Central Washington University
  - Red Cross of Ellensburg
  - Cities of Ellensburg, Kittitas, Roslyn and Cle Elum, and the Town of South Cle Elum

These agencies received meeting announcements, meeting agendas, and meeting minutes by e-mail throughout the plan development process. These agencies supported the effort by attending meetings or providing feedback on issues.

- **Pre-Adoption Review**—All the agencies listed above were provided an opportunity to review and comment on this plan, primarily through the hazard mitigation plan website (see 2.8). Each agency was sent an e-mail message informing them that draft portions of the plan were available for review.

## **2.7 REVIEW OF EXISTING PROGRAMS**

44 CFR states that hazard mitigation planning must include review and incorporation, if appropriate, of existing plans, studies, reports and technical information (Section 201.6.b(3)). Chapter 5 of this plan provides a review of laws and ordinances in effect within the planning area that can affect hazard mitigation initiatives. In addition, the following programs can affect mitigation within the planning area:

- Kittitas County Comprehensive Plan (2011)
- Kittitas County Code (Titles 1-20)
- Kittitas County Comprehensive Flood Hazard Management Plan (1996)
- Kittitas County Comprehensive Emergency Management Plan (1999)
- Kittitas County Wildfire Protection Plan (2009)
- Washington State Enhanced Hazard Mitigation Plan (2010)
- Comprehensive plans for each incorporated planning partner.

An assessment of all planning partners' regulatory, technical and financial capabilities to implement hazard mitigation initiatives is presented in Chapter 17 and in the individual jurisdiction-specific annexes in Volume 2. Many of these relevant plans, studies and regulations are cited in the capability assessment.

## **2.8 PUBLIC INVOLVEMENT**

Broad public participation in the planning process helps ensure that diverse points of view about the planning area's needs are considered and addressed. 44 CFR requires that the public have opportunities to comment on disaster mitigation plans during the drafting stages and prior to plan approval (Section 201.6.b.1). The Community Rating System expands on these requirements by making CRS credits available for optional public involvement activities.

### **2.8.1 Strategy**

The strategy for involving the public in this plan emphasized the following elements:

- Include members of the public on the steering committee.
- Use a questionnaire to determine if the public's perception of risk and support of hazard mitigation has changed since the initial planning process.
- Attempt to reach as many planning area citizens as possible using multiple media.
- Identify and involve planning area stakeholders.

#### ***Stakeholders and the Steering Committee***

Stakeholders are the individuals, agencies and jurisdictions that have a vested interest in the recommendations of the hazard mitigation plan, including planning partners. The effort to include stakeholders in this process included stakeholder participation on the steering committee.

All members of the steering committee live or work in Kittitas County. Committee members represented water districts, flood task forces, government agencies, disaster/emergency coordinators, fire, utility and hospital districts. The steering committee met seven times during the course of the plan's development and all meetings were posted and open to the public. Protocols for managing public comments were established in the ground rules developed by the steering committee.

#### ***Questionnaire***

A hazard mitigation plan questionnaire (see Figure 2-1) was developed by the planning team with guidance from the steering committee. The questionnaire was used to gauge household preparedness for natural hazards and the level of knowledge of tools and techniques that assist in reducing risk and loss from natural hazards. This questionnaire was designed to help identify areas vulnerable to one or more natural hazards. The answers to its 32 questions helped guide the steering committee in selecting goals, objectives and mitigation strategies. Over 200 hard copies of the questionnaires were disseminated throughout the planning area by multiple means. Additionally, a web-based version of the questionnaire was made available on the hazard mitigation plan website. Over 250 questionnaires were completed during the course of this planning process. The complete questionnaire and a summary of its findings can be found in Appendix B of this volume.

# SURVEY!

## Kittitas County Hazard Mitigation Plan

**Please join us in making Kittitas County a safer, more disaster resilient community by taking this brief survey about natural disasters.**

The purpose of hazard mitigation is to reduce the loss of life and property due to natural disasters by enabling mitigation activities to be implemented at the local level both before and after disasters occur. This survey was developed by the Kittitas County Hazard Mitigation Plan Steering Committee to help gauge the level of knowledge local citizens have about natural disasters. Information you provide will help us coordinate activities to reduce the risk of injury or property damage in the future due to natural disasters.

*Have you ever experienced a flood?  
Are you concerned about severe storms?  
Is your household prepared for a power outage?  
Is your home insured for a wildfire?  
Is your home near an earthquake fault?  
What would you spend to protect your home?*

The attached survey consists of 31 questions plus an opportunity for your comments at the end. The survey typically *takes less than 5 minutes to complete* and is entirely anonymous. For your convenience, this survey is also available online at <http://www.co.kittitas.wa.us/publicworks/hazard-mitigation-plan/>. Completed surveys may be returned to the location where received or may be delivered to:

Kittitas County Department of Public Works  
411 N Ruby Street, Suite 1  
Ellensburg, WA 98926

**Learn more about hazard mitigation planning at <http://www.co.kittitas.wa.us/publicworks/hazard-mitigation-plan/> or by contacting Kittitas County at 509-962-7523 or [hazard@co.kittitas.wa.us](mailto:hazard@co.kittitas.wa.us).**

***Thank you!***



Document created by Tetra Tech for the Kittitas County Multi-Jurisdictional Hazard Mitigation Plan

Figure 2-1. Questionnaire Cover Page Distributed to the Public

## Public Meetings

Open-house public meetings were held on February 17, 2011 in Cle Elum and on February 17, 2011 in Ellensburg (see Figure 2-2 through Figure 2-7). The morning meeting ran from 11 a.m. to 1:30 p.m. and the evening meeting was from 6 p.m. to 8:30 p.m. These sessions were advertised via the website, press coverage and flyers posted throughout the planning area (see Figure 2-8).



Figure 2-2. Cle Elum Open House HAZUS Workstation



Figure 2-3. Cle Elum Open House Citizen Hazard Map Review



Figure 2-4. Cle Elum Open House Citizen Survey



Figure 2-5. Cle Elum Open House Presentation



Figure 2-6. Ellensburg Open House Presentation



Figure 2-7. Ellensburg Open House Hazard Map Discussion

**HAZARD**  
mitigation  
**OPEN HOUSE | FEBRUARY 17, 2011**

**Cle Elum Senior Center - 11:00am to 1:30pm**  
**Ellensburg City Hall - 6:00pm to 8:30pm**

**The Kittitas County Multi-Jurisdictional Hazard Mitigation Plan Steering Committee invites you to an open house to discuss natural hazards in Kittitas County.**

flood-fire-earthquake-landslide-avalanche-storm-drought-dam failure-volcano

- See maps of hazards that could impact Kittitas County.
- Share your ideas about hazard prevention.
- Share your concerns about potential disasters.
- Learn about hazards that could impact your neighborhood.
- Learn about hazard mitigation and grants.

FOR MORE INFORMATION, VISIT [HTTP://WWW.CO.KITTITAS.WA.US/PUBLICWORKS/HAZARD-MITIGATION-PLAN/](http://www.co.kittitas.wa.us/publicworks/hazard-mitigation-plan/) OR CALL 509-962-7523 OR VISIT KITTITAS COUNTY PUBLIC WORKS AT 411 N RUBY STREET IN ELLENSBURG

Participating jurisdictions: Kittitas County, City of Ellensburg, City of Roslyn, City of Cle Elum, City of Kittitas, Town of South Cle Elum, Cle Elum School District, Kittitas School District, Hospital Districts 1 & 2, Fire Districts 1, 7 & 8, Kittitas Valley Fire and Rescue, Kittitas PUD, Water Districts 5 & 7, Snoqualmie Pass Utility District, and the Kittitas County Conservation District.

Figure 2-8. Open House Flyers Posted Throughout County

The meeting format allowed attendees to examine maps and handouts and have direct conversations with project staff. Reasons for planning and information generated for the risk assessment were shared with attendees via a PowerPoint presentation. Tables were set up for each of the primary hazards to which the county is most vulnerable. A HAZUS-MH workstation allowed citizens to see information on their property, including exposure and damage estimates for earthquake and flood hazard events. Participating property owners were provided printouts of this information for their properties. This tool was effective in illustrating risk to the public. Planning partners and the planning team were present to answer questions. Each citizen attending the open houses was asked to complete a questionnaire, and each was given an opportunity to provide written comments to the steering committee. Local media outlets were informed of the open houses by a press release from the County.

During the public comment period, two meetings were held to inform the public about the draft plan and how to review and comment on it. A 15-minute presentation on the draft plan was given at both sessions. The first meeting was in conjunction with the Ellensburg City Council meeting on April 3, 2012. The second was during the Public Works study session of the Kittitas County Board of County Commissioners on April 9, 2012. Both meetings were open to the public and were advertised as such.

**Press Releases**

Press releases were distributed to all media outlets over the course of the plan’s development as key milestones were achieved and prior to each public meeting. The planning effort received the following press coverage:

- News article in the Daily Record on January 9, 2010 discussing the plan and the grant funding the project (see Figure 2-9).
- News articles in the Daily Record on October 24 and 29, 2010 advertising the survey.
- News article in the Daily Record on February 12, 2011 advertising the public open houses. (see Figure 2-10).
- Press release advertising final public comment period disseminated on March 29, 2012
- Article on public review draft of the plan published in the Daily Record on April 3, 2012 (see Figure 2-11).
- Article on public review draft of the plan published in the Northern Kittitas County Tribune on April 5, 2012 (see Figure 2-12).



Figure 2-9. January 9, 2010 Press Coverage of Planning Effort



Figure 2-10. February 12, 2010 Press Coverage of Public Open House



Figure 2-11. April 3, 2012 Press Coverage of the Public Comment Period



Figure 2-12. April 5, 2012 Press Coverage of the Public Comment Period

**Internet**

At the beginning of the plan development process, a website was created to keep the public posted on plan development milestones and to solicit relevant input (see Figure 2-13):

<http://www.co.kittitas.wa.us/publicworks/hazard-mitigation-plan/>

The site’s address was publicized in all press releases, mailings, questionnaires and public meetings. Information on the plan development process, the steering committee, the questionnaire and phased drafts of the plan was made available to the public on the site throughout the process. This website acted as the primary means for the public to provide comment on the draft plan. A public comment period was opened on April 2, 2012 and ran through April 16, 2011. A press release was distributed to all media outlets advising them of the public comment period and how to view the plan and provide comments via the website. No comments were received from the public during the comment period. The County intends to keep a website active after the plan’s completion to keep the public informed about successful mitigation projects and future plan updates.

**2.8.2 Public Involvement Results**

By engaging the public through the public involvement strategy, the concept of mitigation was introduced to the public, and the steering committee received feedback that was used in developing the components of the plan. Details of attendance and comments received are summarized in Table 2-4.

**2.9 PLAN DEVELOPMENT CHRONOLOGY/MILESTONES**

Table 2-5 summarizes important milestones in the development of the plan.

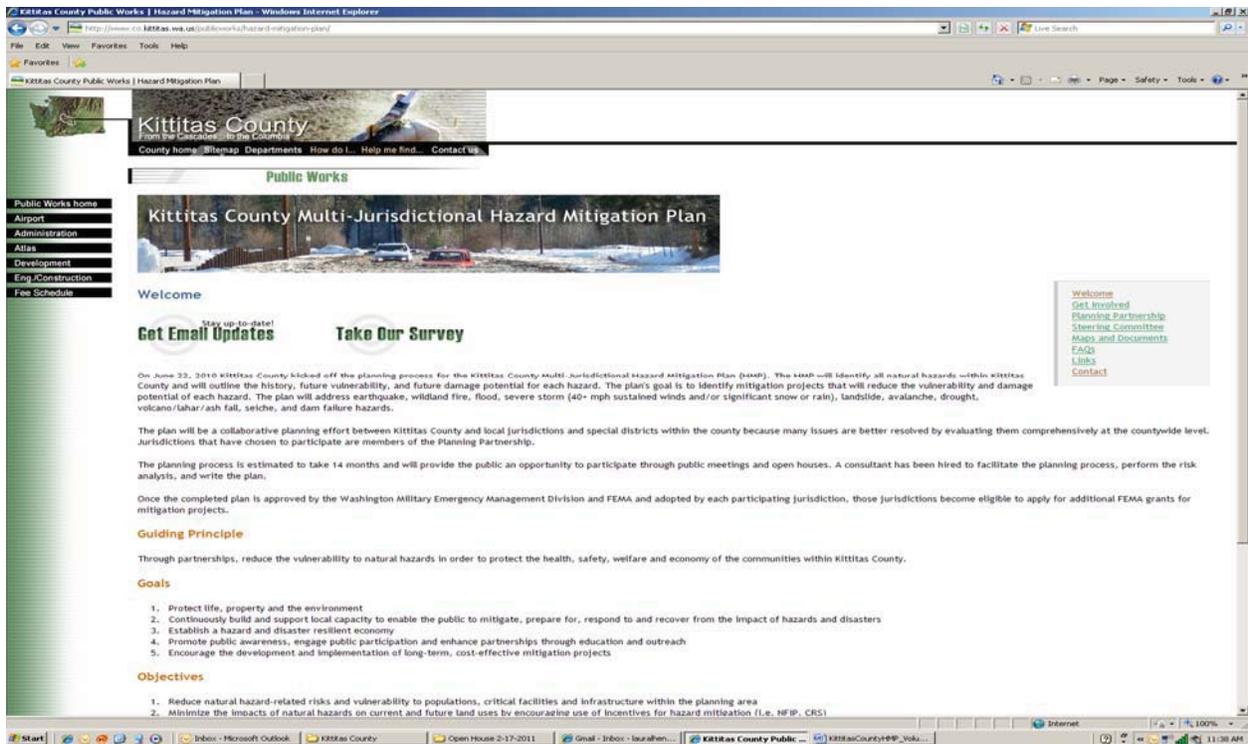


Figure 2-13. Sample Page from Hazard Mitigation Plan Web Site

**TABLE 2-4.  
SUMMARY OF PUBLIC MEETINGS**

Date	Location	Number of Citizens in Attendance	Number of Comments Received	Number of Questionnaires Received
2/17/2011	Cle Elum	22	0	12
2/17/2011	Ellensburg	23	0	7
4/2/2012	Ellensburg City Council Meeting	17	0	N/A
4/9/2012	Board of County Commissioners, Public Works Study Session	15	0	N/A
<b>Total</b>		<b>77</b>	<b>0</b>	<b>19</b>

**TABLE 2-5.  
PLAN DEVELOPMENT MILESTONES**

Date	Event	Description	Attendance
<b>2009</b>			
8/26	County submits grant application	Seek funding for plan development process	N/A
12/15	County receives notice of grant award	Funding secured.	N/A
<b>2010</b>			
1/9	Public outreach	Newspaper article in the Daily Record discussing planning process and the grant that is funding it.	N/A
1/30	County initiates contractor procurement	Seek a planning expert to facilitate the process	N/A
4/15	County selects Tetra Tech to facilitate plan development	Facilitation contractor secured	N/A
6/22	Planning team identified	Formation of the planning team	N/A
6/22	Stakeholder meeting	Presentation on plan process given to potential planning partners.	10
7/15	Stakeholder meeting	Presentation about the role of fire districts in the hazard mitigation planning process at the regional fire chiefs meeting.	16
8/25	Planning partner kickoff meeting	Second meeting with potential planning partners. Attendees were advised of planning partner expectations and asked to formally commit to the process. Steering committee volunteers were solicited.	18
8/25	Planning partnership finalized	Deadline for submittal of letters of intent to participate in the planning effort.	N/A
8/25	Steering committee formed	Planning partners nominated potential committee members. The planning team received commitments from 18 members, finalizing the formation of the steering committee.	N/A
8/25	Steering committee meeting #1	<ul style="list-style-type: none"> <li>• Review purposes for mitigation plan</li> <li>• Organize steering committee</li> <li>• State plan review</li> <li>• Public involvement strategy</li> </ul>	18
8/26	Public outreach	Hazard mitigation plan website established on the County's Public Works web page	N/A
9/22	Steering committee meeting #2	<ul style="list-style-type: none"> <li>• Review/approve steering committee ground rules</li> <li>• Risk assessment update</li> <li>• Plan review observations</li> <li>• Critical facilities definitions</li> <li>• Public outreach – finalize survey/questionnaire</li> </ul>	17
10/7	Public outreach	A hazard mitigation survey/questionnaire was deployed on-line via the hazard mitigation plan website. Web links and hard copies were distributed to planning partners and steering committee members for dissemination to the public.	N/A
10/11	Public outreach	Hazard mitigation survey/questionnaire disseminated at Red Cross Blood Drive booth, St. Andrews Church in Ellensburg.	N/A
10/13	Public outreach	County distributed a press release to local media outlets requesting public input via survey/questionnaire.	N/A

**TABLE 2-5.  
PLAN DEVELOPMENT MILESTONES**

Date	Event	Description	Attendance
10/24	Public outreach	Newspaper article in the Daily Record advertising the hazard mitigation survey.	N/A
10/27	Steering committee meeting #3	<ul style="list-style-type: none"> <li>• Planning partner status &amp; deadlines</li> <li>• Risk assessment update</li> <li>• Critical facilities decisions</li> <li>• Guiding principle</li> <li>• Public outreach campaign</li> </ul>	14
10/29	Public outreach	Newspaper article in the Daily Record advertising the hazard mitigation survey.	N/A
12/1	Public outreach	City of Ellensburg distributes information about hazard mitigation planning and a link to the website on citizen utility bills.	N/A
12/8	Steering committee meeting #4	<ul style="list-style-type: none"> <li>• Risk assessment update</li> <li>• Critical facilities data</li> <li>• Developing a guiding principle</li> <li>• Setting plan goals &amp; objectives</li> <li>• Public outreach campaign</li> </ul>	16
<b>2011</b>			
1/26	Steering committee meeting #5	<ul style="list-style-type: none"> <li>• Risk assessment updates</li> <li>• Hazard maps &amp; critical facilities data discussion</li> <li>• Finalizing plan objectives</li> <li>• Public outreach campaign</li> </ul>	12
2/10	Public outreach	County distributed a press release to local media outlets advertising the upcoming open houses. Flyers distributed to stakeholders and planning partners and posted throughout Kittitas County.	N/A
2/12	Public outreach	Newspaper article in the Daily Record advertising the public open houses.	N/A
2/17	Public outreach	A public open house was held in Cle Elum at the senior center.	22
2/17	Public outreach	An evening public open house was held in Ellensburg at City Hall. The presentation was attended by university students, citizens and council members.	23
3/23	Steering committee meeting #6	<ul style="list-style-type: none"> <li>• Public meeting follow-up</li> <li>• Risk assessment updates</li> <li>• Finalize hazard maps</li> <li>• Review critical facilities analysis</li> <li>• Mitigation catalog</li> <li>• Schedule annex workshops</li> </ul>	8
4/27	Jurisdictional annex workshop (Round 1)	Mandatory session for planning partners. Workshop held in Ellensburg focused on how to complete the jurisdictional annex template.	18
4/28	Jurisdictional annex workshop (Round 2)	Mandatory session for planning partners. Workshop held in Cle Elum focused on how to complete the jurisdictional annex template.	6
5/27	Planning partner participation	Deadline for planning partners to submit completed jurisdictional annex templates.	N/A
6/18	Planning partner participation	Deadline extension for jurisdictional annex template submittal	N/A
11/19	Planning partnership reorganization	Planning partnership reduced to 11 partners due to failure to meet participation requirements.	N/A

**TABLE 2-5.  
PLAN DEVELOPMENT MILESTONES**

Date	Event	Description	Attendance
<b>2012</b>			
2/23	Draft Plan	Internal review draft provided by planning team to steering committee	N/A
3/5	Steering committee meeting #7	<ul style="list-style-type: none"> <li>• Provide comments on draft plan</li> <li>• Confirm plan maintenance strategy</li> <li>• Confirm county-wide initiatives</li> <li>• Determine public comment process</li> </ul>	9
4/2	Public comment period	Initial public comment period of draft plan opens. Draft plan posted on plan website with press release notifying public of plan availability	N/A
4/3	Public Meeting	Ellensburg City Council meeting. Presentation on draft plan and public comment process.	17
4/9	Public Meeting	Public Works study session with Board of County Commissioners. Presentation on draft plan and public comment process.	15
4/27	Plan submittal	Draft plan submitted to WAEMD for pre-adoption review and approval.	N/A
4/30	Adoption	Adoption window of final plan opens	N/A
7/27	Plan approval	Final plan approved by FEMA	N/A

## **CHAPTER 3.**

# **GUIDING PRINCIPLE, GOALS AND OBJECTIVES**

Hazard mitigation plans must identify goals for reducing long-term vulnerabilities to identified hazards (44 CFR Section 201.6.c(3i)). The steering committee established a mission statement, a set of goals and measurable objectives for this plan, based on data from the preliminary risk assessment and the results of the public involvement strategy. The mission statement, goals, objectives and actions in this plan all support each other. Goals were selected to support the mission statement. Objectives were selected that met multiple goals. Actions were prioritized based on the action meeting multiple objectives.

### **3.1 GUIDING PRINCIPLE**

A guiding principle focuses the range of objectives and actions to be considered. This is not a goal because it does not describe a hazard mitigation outcome, and it is broader than a hazard-specific objective. The guiding principle for the Kittitas County Hazard Mitigation Plan is as follows:

Through partnerships, reduce the vulnerability to natural hazards in order to protect the health, safety, welfare and economy of the communities within Kittitas County

### **3.2 GOALS**

The following are the mitigation goals for this plan:

1. Protect life, property and the environment.
2. Continuously build and support local capacity to enable the public to mitigate, prepare for, respond to and recover from the impact of hazards and disasters.
3. Establish a hazard and disaster resilient economy.
4. Promote public awareness, engage public participation and enhance partnerships through education and outreach.
5. Encourage the development and implementation of long-term, cost-effective mitigation projects.

The effectiveness of a mitigation strategy is assessed by determining how well these goals are achieved.

### **3.3 OBJECTIVES**

Each selected objective meets multiple goals, serving as a stand-alone measurement of the effectiveness of a mitigation action, rather than as a subset of a goal. The objectives also are used to help establish priorities. The objectives are as follows:

1. Reduce natural hazard-related risks and vulnerability to populations, critical facilities and infrastructure within the planning area.
2. Minimize the impacts of natural hazards on current and future land uses by encouraging use of incentives for hazard mitigation (i.e. National Flood Insurance Program, Community Rating System).
3. Prevent or discourage new development in hazardous areas or ensure that if building occurs in high-risk areas it is done in such a way as to minimize risk.

4. Integrate hazard mitigation policies into land use plans within the planning area.
5. Update the plan annually to integrate local hazard mitigation plans and the results of disaster- and hazard-specific planning efforts.
6. Educate the public on the risk exposure to natural hazards and ways to increase the public's capability to prepare, respond, recover and mitigate the impacts of these events.
7. Use the best available data, science and technologies to improve understanding of the location and potential impacts of natural hazards, the vulnerability of building types, and community development patterns and the measures needed to protect life safety.
8. Retrofit, purchase, or relocate structures in high hazard areas including those known to be repetitively damaged.
9. Establish a partnership among all levels of government and the business community to improve and implement methods to protect property.
10. Encourage hazard mitigation measures that result in the least adverse effect on the natural environmental and that use natural processes.