

SECTION 2 – PLANNING PROCESS

This section describes the *Planning Process* undertaken by the jurisdictions participating in the regional hazard mitigation planning effort. Specific topics include:

- Overview of Hazard Mitigation Planning
- Introduction of the Planning Team
- Explanation of How the Original Plan Was Prepared
- Explanation of the Update Process
- Multi-jurisdictional and Public Participation in the Plan Update

This section will briefly discuss how the original Plan was prepared, and go over the process for the subsequent Plan updates.

Overview of Hazard Mitigation Planning

Hazard mitigation planning is the process of organizing community resources, identifying and assessing hazard risks, and determining how to minimize or manage those risks. Mitigation planning can be described as the means to break the repetitive cycle of disaster loss. A core assumption of hazard mitigation is that pre-disaster investments will significantly reduce the demand for post-disaster assistance by lessening the need for emergency response, repair, recovery and reconstruction. The primary objective of the planning process is the identification of specific mitigation actions, which when viewed as a whole, represents a comprehensive strategy to reduce the impact of hazards. Responsibility for each mitigation action is assigned to a specific individual, department or agency along with a schedule for its implementation. *Plan Maintenance Procedures* (located in Section 9 of this Plan) are established to monitor progress, including the regular evaluation and enhancement of the Plan. The maintenance procedures ensure that the Plan remains a dynamic and functional document over time.

Mitigation planning offers many benefits, including:

- saving lives and property;
- saving money;
- speeding recovery following disasters;
- reducing future vulnerability through wise development and post-disaster recovery and reconstruction;
- expediting the receipt of pre-disaster and post-disaster grant funding; and
- demonstrating a firm commitment to improving community health and safety.

The Planning Team

For the original Plan, the Piedmont Planning Commission – now known as the Commonwealth Regional Council (CRC) – worked with the consulting firm PBS&J and a Regional Hazard Mitigation Planning Committee which consisted of participating counties and municipalities, as well as state agency officials, non-profit, community and faith-based organizations. The original planning effort included the Counties of Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway and Prince Edward, and the Town of Farmville. The Towns of Blackstone, Burkeville, Charlotte Court House, Crewe, Dillwyn, Drakes Branch, Kenbridge, Keysville, Phenix and Victoria also participated, and were represented on the Planning Committee by their respective counties. Additional members of the planning committee included: Virginia Department of Emergency Management (VDEM) Region III, Area Town and County Administrators, Emergency Management Coordinators, Police, Fire and Rescue Departments, State Police,

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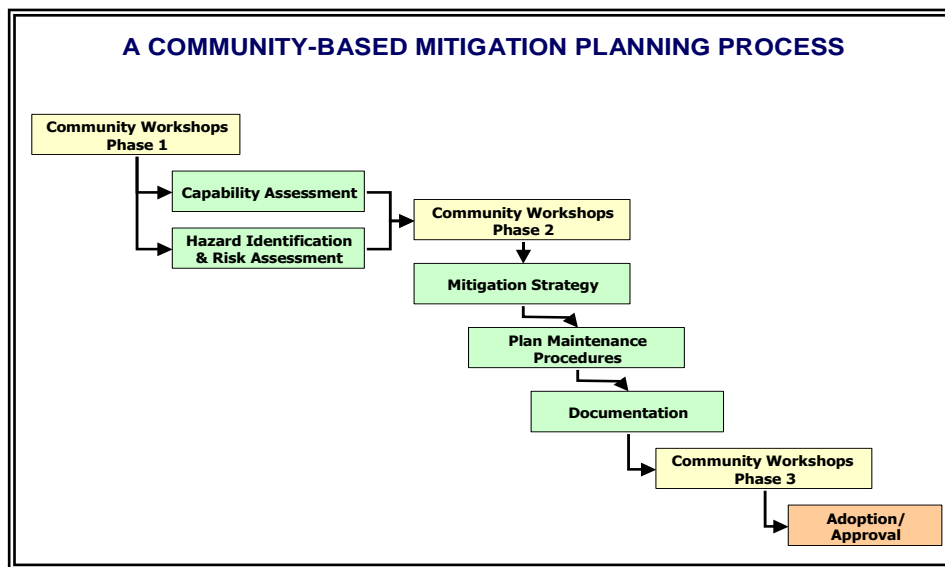
Planning and Zoning Officials, Engineering and Public Works Departments, Virginia Department of Transportation, School Superintendents, Colleges (Hampden-Sydney College and Longwood University), Community Colleges, Professional Associations, Area Chambers of Commerce, Department of Forestry, American Red Cross Chapters, and Community and Faith-Based Organizations. All academic institutions in the region were invited to participate in the development of this Plan as well.

Preparing the Original Plan

The planning process followed a widely-recognized approach that meets the requirements of FEMA and VDEM. A Local Mitigation Plan Crosswalk, found in the Appendix, provides a summary of federal and state standards of acceptability and notes where each requirement is met within the Plan.

The planning process included nine (9) major steps that were completed over the course of 10 months. These steps are displayed in Figure 2.1 and discussed below. First, the primary components of the Plan will be discussed, followed by a description of the three community workshops.

Figure 2.1
A Community-Based Mitigation Planning Process



The following sections were developed for the original Plan, and updated/revised for the Plan update:

- The *Community Profile*, located in Section 3, describes the makeup of participating counties and towns, including prevalent geographic, demographic and economic characteristics. In addition, building characteristics and land use patterns are discussed. This information was revised for the Plan update, including updated population and economic figures and new mapping to illustrate where the region is located.
- The *Hazard Identification and Risk Assessment*, found in Sections 4, 5 and 6, describes and analyzes the natural hazards that affect the region.

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This analysis was revised with updated historical data on past hazard occurrences, and updated hazard profiles and a hazard risk rankings based on hazard frequency, magnitude and impact. The findings of the *Risk Assessment* enable communities to focus their efforts on those structures or planning areas facing the greatest risk.

- The *Capability Assessment*, found in Section 7, provides a comprehensive examination of participating jurisdictions' capacity to implement meaningful mitigation actions and identifies existing opportunities for program enhancement. Capabilities addressed in this section include staff and organizational capability, technical capability, policy and program capability, fiscal capability, legal authority and political willpower. Information used in the original Plan was obtained through the use of detailed questionnaires and the analysis of existing plans, ordinances and relevant documents. For the update, information was obtained by surveying participating localities and asking for updates to this information. The purpose of this assessment is to identify any existing gaps, weaknesses or conflicts in programs or activities that may hinder mitigation efforts, or to identify those activities that can further the overall mitigation strategy.

The *Community Profile*, *Risk Assessment* and *Capability Assessment* are considered background studies and form the basis for developing, adopting and implementing the *Mitigation Strategy* found in Section 8. The *Mitigation Strategy* is intended to be both strategic (based on long-term goals) and functional (tied to short-term actions). In order to ensure that the *Mitigation Strategy* is effectively implemented over time, *Plan Maintenance Procedures* have been established and are found in Section 9. Both of those sections were updated and revised as part of this Plan update.

More details of how the Plan was updated are found in each section.

The creation of the original Plan involved a series of meetings and workshops, designed to collect data, inform counties and local governments of the *Risk Assessment* and *Capability Assessment* findings, develop mitigation actions, and involve the public. These meetings and workshops prompted continuous input and feedback from Piedmont PDC staff, local officials and concerned citizens throughout the planning process. The meetings and community workshops held were as follows:

- Start-up meeting on March 9, 2004 – This meeting was intended to inform potential stakeholders of the process that would be involved in developing the original Plan. More than 160 potential stakeholders were invited to this meeting. Officials from VDEM were also present to answer any questions. The meeting was held at the Farmville Train Station in Farmville, Virginia.
- Initial Project Kick-off Meeting on May 19, 2004 – this meeting was intended to introduce the selected consultant, PBS&J, to the Mitigation Planning Committee and regional stakeholders, and go over the planning process. This meeting was held in the Conference Room at the USDA Service Center in Farmville.

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- Mitigation Strategy Workshop, held on July 28, 2004 – At this meeting, held at the Farmville Train Station, the consultant presented preliminary findings of the *Risk Assessment* and *Capability Assessment*, and attendees worked with the consultant to begin work on specific mitigation actions designed to reduce future impacts.
- Public meetings/presentations – Piedmont PDC staff made public presentations at various meetings, to give an overview of the planning process and solicit input. Some of those are:
 - Lunenburg Chamber of Commerce
 - President of Southside Community Hospital
 - Piedmont Planning District Commission Board
 - Drakes Branch Town Council
 - Crewe-Burkeville Chamber of Commerce
 - Buckingham Chamber of Commerce
 - Blackstone Chamber of Commerce

There were also two public informational meetings held for citizens to gather information and solicit feedback: July 27, 2004, at Southside Virginia Community College in Keysville, Virginia; and July 28, 2004, at the USDA Service Center in Farmville.

Once the final draft of the Plan was completed, Piedmont PDC staff made the Plan available at local libraries across the region. Notice was also sent out to four of the neighboring Planning District Commissions asking for review comments on the Plan. Comments were received from the Richmond Regional Planning District Commission. The comments received were then incorporated into the Plan.

First Plan Update

The first update of this Plan was started in December 2009 and completed in May 2012. CRC staff undertook the update of this Plan, with help from VDEM and a Project Management Team consisted of the representatives from each county plus the Town of Farmville. Due to their size and limited resources (financial and personnel), other Towns in the region requested to be represented by their respective County at Project Management Team meetings.

To save time, most of the correspondence with the Project Management Team was done by phone or e-mail. Meetings were held on the Plan update on the following dates:

- April 4, 2010 – Project kick-off meeting
- August 13, 2010 – HIRA Workshop
- November 8, 2010 – HIRA Workshop
- January 10, 2011 – HIRA/Mitigation Strategy Workshop
- June 2, 2011 – Public Input Session (held concurrent with the Council's monthly meeting)

The public and regional stakeholders were invited to all of these meetings.

For the initial update, the CRC reviewed information including (but not limited to) local Comprehensive Plans (including land use plans), building permit data, local data on existing plans, ordinances and staff capability, FEMA flood zone data/maps, data from

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numerous state and federal sources (see end of Sections 5 and 6) the State of Virginia Hazard Mitigation Plan.

The first update covered all seven Counties and 14 incorporated Towns located wholly within Planning District 14 (Pamplin City was not included, since part of that Town is in Appomattox County – which is not part of this Planning District). Amelia County was not part of the original Plan, but did take part in the first update.

To satisfy multi-jurisdictional participation requirements, each county and local jurisdiction was required to perform the following:

- Review and update the data in the Plan (regional profile, hazard history, risk assessment, etc.);
- Review and update their respective *Capability Assessment*;
- Review and update their respective mitigation actions;
- Review the draft of the updated Plan, and provide feedback to the CRC; and
- Consider and adopt the revised Plan.

The municipalities adopted the Plan separately, so as to adopt the components that apply to them.

An important component of this planning process involved public participation. Individual citizen and community-based input provided the entire planning team with a greater understanding of local concerns and increased the likelihood of successfully implementing mitigation actions by developing community “buy-in” from those directly affected by the decisions of public officials. As citizens become more involved in decisions that affect their safety, they are more likely to gain a greater appreciation of the natural hazards present in their community and take the steps necessary to reduce their impact. Public awareness is a key component of an overall mitigation strategy aimed at making a home, neighborhood, school, business or city safer from the potential effects of natural and human-caused hazards. Public input was sought using the following methods:

- The public was invited to the workshops;
- The public input session;
- Web site access for the draft Plan (CRC and local governments); and
- Public library posting of the draft Plan.

In addition, the following Planning District Commissions were contacted directly by the CRC and given a chance to review and comment on the Plan during the Summer of 2011:

- Thomas Jefferson Planning District Commission (PDC 10)
- Region 2000 Local Government Council (PDC 11)
- West Piedmont Planning District Commission (PDC 12)
- Southside Planning District Commission (PDC 13)
- Richmond Regional Planning District Commission (PDC 15)
- Crater Planning District Commission (PDC 19)

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The following local colleges and universities, and local groups, were also contacted directly and given the chance to review and comment on the Plan during the Summer of 2011:

- Longwood University
- Hampden-Sydney College
- Southside Virginia Community College
- Centra Southside Community Hospital
- Old Dominion Resource Conservation and Development Council
- Piedmont Soil and Water Conservation District
- Peter Francisco Soil and Water Conservation District
- Southside Soil and Water Conservation District
- Southside Electric Cooperative
- Central Virginia Electric Cooperative
- Dillwyn Correctional Center
- Virginia Department of Corrections (on behalf of Buckingham Correctional Center, Lunenburg Correctional Center, and Nottoway Correctional Center)
- Piedmont Geriatric Hospital

For the Plan update, information was reviewed and revised as necessary. In addition, each locality and participating stakeholder reviewed their respective mitigation strategies and made updates where needed. The sections that follow give more detail on how each section was updated.

Current Plan Update (2016-2017)

Per FEMA/DMA 2000 requirements, a new update of the Plan was begun in October 2016 and completed in the second half of 2017. CRC staff undertook the update of this Plan, with help from VDEM and a Project Management Team. That team consisted of the following members:

- Amelia County – Kent Emerson, Emergency Services Coordinator
- Buckingham County – Kevin Flippen, E-911 Coordinator
- Charlotte County – Monica Elder, Purchasing Agent/Planner
- Lunenburg County – Tracy Gee, County Administrator; Rodney Newton, Victoria Town Manager
- Nottoway County – Maegen Hailey, County Planner; Logan Morgan, County Planning Assistant
- Prince Edward County – Sarah Elam Puckett, Emergency Management Coordinator
- Farmville – Cindy Morris, Town Planner

Due to their size and limited resources (financial and personnel), other towns in the region were represented by their respective County at Project Management Team meetings. This applied to the following towns:

- Dillwyn (Buckingham County)
- Charlotte Court House (Charlotte County)
- Drakes Branch (Charlotte County)
- Keysville (Charlotte County)
- Phenix (Charlotte County)

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- Kenbridge (Lunenburg County)
- Victoria (Lunenburg County)
- Blackstone (Nottoway County)
- Burkeville (Nottoway County)
- Crewe (Nottoway County)

These towns communicated with CRC staff and their respective Project Management Team member by phone and/or e-mail as needed during the planning process. Each of these towns reviewed data in Sections 3, 4, 5, 6, 7, 8, and 9 of this Plan Update and provided feedback to CRC staff and their respective Project Management Team member. More detailed information on the involvement by these towns can be found on Pages 11 – 14 of this Section.

To save time, most of the correspondence with the Project Management Team was done by phone or e-mail. Meetings were held on the Plan update on the following dates:

- February 16, 2016 – Project kick-off meeting
- July 29, 2016 – HIRA Workshop
- October 14, 2016 – Mitigation Strategy Workshop
- January 5, 2017 – Public Input Session (held concurrent with the Council's monthly meeting)

The public and regional stakeholders were invited to all of these meetings. Identified stakeholders were contacted by e-mail during the process, to notify them of meetings and solicit input for the Plan Update. The public was notified by announcements that were published in local newspapers and aired on local radio stations. Minutes from these meetings can be found in the Appendices.

For this Plan update, the CRC reviewed information including (but not limited to) local Comprehensive Plans (including land use plans), building permit data, local data on existing plans, ordinances and staff capability, FEMA flood zone data/maps, data from numerous state and federal sources (see end of Sections 5 and 6) the State of Virginia Hazard Mitigation Plan.

It should be noted that FEMA has a new requirement effective for plans approved after October 1, 2008: Each locality covered under the Plan must have a mitigation action related to participation in, and continued compliance with, the National Flood Insurance Program. This could be as simple as restricting development in flood areas or mapping flood areas. This was covered in the 2012 update, and will be part of this update as well.

Multi-Jurisdictional and Public Participation

The updated Plan covers six counties and 11 incorporated towns located wholly within Planning District 14 (Pamplin City was not included, since part of that Town is in Appomattox County – which is not part of this Planning District). Cumberland County, which was part of the original Plan and the 2012 update, did not take part in this Plan update.

To satisfy multi-jurisdictional participation requirements, each county and local jurisdiction was required to perform the following tasks:

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- Review and update the data in the Plan (regional profile, hazard history, risk assessment, etc.);
- Review and update their respective *Capability Assessment*;
- Review and update their respective mitigation actions;
- Review the draft of the updated Plan, and provide feedback to the CRC; and
- Consider and adopt the revised Plan.

The municipalities adopted the Plan separately, so as to adopt the components that apply to them.

As with the 2012 update, public participation was an important component of this planning process. For the most recent update, public input was sought using the following methods:

- The public was invited to the workshops;
- The public input session;
- Web site access for the draft Plan (CRC and local governments); and
- Public library posting of the draft Plan.

For this update, no public input was received as a result of the outreach conducted.

In addition, the following Planning District Commissions were contacted directly by the CRC and given a chance to review and comment on the Plan during the Winter of 2017:

- Thomas Jefferson Planning District Commission (PDC 10)
- Region 2000 Local Government Council (PDC 11)
- West Piedmont Planning District Commission (PDC 12)
- Southside Planning District Commission (PDC 13)
- Richmond Regional Planning District Commission (PDC 15)
- Crater Planning District Commission (PDC 19)

The following local colleges and universities, and local groups, were also contacted directly and given the chance to review and comment on the Plan during the Winter of 2017:

- Longwood University
- Hampden-Sydney College
- Southside Virginia Community College
- Centra Southside Community Hospital
- Piedmont Soil and Water Conservation District
- Peter Francisco Soil and Water Conservation District
- Southside Soil and Water Conservation District
- Southside Electric Cooperative
- Central Virginia Electric Cooperative
- Dillwyn Correctional Center
- Virginia Department of Corrections (on behalf of Buckingham Correctional Center, Lunenburg Correctional Center, and Nottoway Correctional Center)
- Piedmont Geriatric Hospital

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- Virginia Department of Mines, Minerals, and Energy; Division of Geology and Mineral Resources

For the Plan update, information was reviewed and revised as necessary. In addition, each locality and participating stakeholder reviewed their respective mitigation strategies and made updates where needed. The sections that follow give more detail on how each section was updated.

Data Sources Used/Existing Plans Incorporated into Plan Update

The following data sources were used for this Plan Update:

- National Climatic Data Center (NCDC), U.S. Department of Commerce, National Oceanic and Atmospheric Administration
- National Geophysical Data Center
- National Hurricane Center, National Oceanic & Atmospheric Administration (NOAA)
- United States Geological Survey (USGS), U.S. Department of the Interior

- U.S. Department of Transportation Pipeline and Hazardous Material Safety Administration
- U.S. Environmental Protection Agency
- U.S. Department of Agriculture
- U.S. Department of Agriculture, Farm Service Agency
- U.S. Nuclear Regulatory Commission
- Bureau of Reclamation, U.S. Department of the Interior
- Federal Emergency Management Agency (FEMA)
- National Drought Mitigation Center, University of Nebraska-Lincoln
- National Severe Storms Laboratory (NSSL), U.S. Department of Commerce, NOAA
- National Weather Service (NWS), U.S. Department of Commerce, NOAA
- Storm Prediction Center (SPC), U.S. Department of Commerce, NOAA, NWS
- U.S. Army Corps of Engineers, National Inventory of Dams
- Commonwealth of Virginia Hazard Mitigation Plan
- Virginia Department of Emergency Management (VDEM)
- VDEM Blog
- Virginia Emergency Operations Center
- Virginia Department of Agriculture and Consumer Services
- Virginia Department of Mines, Minerals and Energy: Division of Geology and Mineral Resources
- American Society of Civil Engineers (ASCE), Facts About Windstorms.”
- The Tornado Project, St. Johnsbury, Vermont
- ESRI
- Great Lakes Information Network
- The Weather Channel
- North Carolina Division of Emergency Management
- Michigan Tech
- Construction Cost Index, McGraw Hill Construction/the Engineering News Report
- Plant Maintenance Resource Center

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- Amelia Bulletin-Monitor
- Appomattox News
- Lynchburg News & Advance
- WSLS Channel 10, Roanoke
- The Southside Messenger
- The Charlotte Gazette
- The Kenbridge-Victoria Dispatch
- (Blackstone) Courier Record
- The Farmville Herald
- WFLO Radio, Farmville
- The Crewe-Burkeville Journal
- The Richmond Times-Dispatch

These sources are also cited in the relevant sections of the Plan, with web links (where applicable).

In addition to these sources HAZUS was used to update loss estimation figures for this Plan Update.

Local data for this update was gathered by local input and by referencing local and regional plans to see which one either incorporate or reference this Hazard Mitigation Plan. The following plans incorporate or reference this plan:

Comprehensive Plans

- Buckingham County
- Lunenburg County/Towns of Kenbridge and Victoria (joint)
- Town of Farmville
- Amelia County (references the fact that the Plan Hazard Mitigation exists, but does not directly reference the Plan's content).

Other Plans

- Lunenburg County's Emergency Operations Plan (references this Hazard Mitigation Plan).
- Prince Edward County's Emergency Operations Plan (has incorporated this Hazard Mitigation Plan by reference).

Regional plans that either address hazard mitigation or incorporate this Hazard Mitigation Plan into theirs

- Centra Southside Community Hospital (Hazardous Vulnerability Assessment which identifies risk and exposure to different types of hazards, plus plans and procedures in place to mitigate the effects of hazards on their equipment and facilities).
- The Virginia Department of Health-Piedmont Health District (referenced this Plan in their application for Project Public Health Ready Accreditation application, which is submitted every three years to the National Association of County and City Health Officials).

More information on the link between the Hazard Mitigation Plan and local regional plans can be found in Section 9.

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Town Participation (Other Than Farmville)

Towns in this region, other than Farmville, were represented by their respective County on the Project Management Team (PMT). Those towns participated in the Update by the following methods:

Buckingham County

Town of Dillwyn

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Charlotte County

Town of Charlotte Court House

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, advised that there were no changes (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Town of Drakes Branch

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).

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- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Town of Keysville

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Town of Phenix

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, advised that there were no changes (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Lunenburg County

Town of Kenbridge

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, advised that there were no changes (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

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Town of Victoria

- Rodney Newton, Town Manager, served on the PMT along with the County Administrator; worked with Lunenburg County and Towns of Kenbridge and Victoria to updated relevant information in the Plan.
- Rodney Newton reviewed data in Regional Profile (Section 3).
- Rodney Newton reviewed, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Nottoway County

Town of Blackstone

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

Town of Burkeville

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, advised that there were no changes (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).

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Town of Crewe

- Worked with County representative on PMT to review data in Regional Profile (Section 3).
- Worked with County representative on PMT to review, provide updates for data in HIRA (Sections 4,5,6).
- Reviewed information on local resources/capabilities for Capability Assessment (Section 7), provided updated information.
- Reviewed information on local mitigation strategies, provided updates (Section 8).
- Reviewed information on Plan maintenance, incorporation of Hazard Mitigation Plan into local plans, for accuracy and timeliness (Section 9).
- Reviewed final draft of Plan, adopted Plan (as relevant to the Town).