

Appendix 4 Local Adoption Resolutions for the Hazard Mitigation Plan

Date, 2013

To: Schoharie County Supervisors, Village Mayors and Municipal Clerks

From: Schoharie County Planning and Development Agency

Re: **Local Adoption of the Multi-Jurisdiction Hazard Mitigation Plan**

The 2013 update of the *Schoharie County Multi-Jurisdiction Hazard Mitigation Plan* has been completed and FEMA is prepared to grant final approval of the plan once it has been formally adopted by your jurisdiction and other participating local governments.

The adoption by a resolution of the local board in each participating town and village is necessary to obtain final FEMA approval of the plan, which then makes your community eligible to apply for mitigation project grant funding. We encourage each local board to act on formal adoption of the plan at an upcoming meeting so that provisions of the plan can be implemented yet this calendar year.

I am attaching a sample resolution you can use for local board adoption. It is strongly recommended that you use this format, since it reflects specific requirements and emphasis important for FEMA approval. Key items FEMA looks for on the adoption document are the signature (certification), date; and the language (as excerpted from attached sample), “the town/village adopts the county plan as the jurisdiction’s plan”, and “that citizens have had an opportunity to comment and provide input on the plan” -- which we have now demonstrated to FEMA’s satisfaction.

Please forward the approved resolutions to this office as soon as possible. Thank you for your participation and support in our important work to update and implement goals set forth in the Multi-Jurisdiction Hazard Mitigation Plan.

As always, if you have any questions, please feel free to contact this office.

Sincerely,

Schoharie County Planning and Development Agency

Sample Adoption Resolution

(Name of Jurisdiction) _____

(Governing Body) _____

(Address) _____

RESOLUTION

WHEREAS, *(Insert name of Jurisdiction)*, with assistance from the Schoharie County Planning and Development Agency, has gathered information and assisted with the preparation of the *Schoharie County Multi-Jurisdiction Hazard Mitigation Plan*; and

WHEREAS, the *Schoharie County Multi-Jurisdiction Hazard Mitigation Plan* has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, *(Insert name of Jurisdiction)* is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, *(Insert the name of the governing body)* has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by *(Insert the name of the governing body)* that *(Insert name of Jurisdiction)* adopts the *Schoharie County Multi-Jurisdiction Hazard Mitigation Plan* as this jurisdiction’s All Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

ADOPTED this _____ day of _____, 2013 at the meeting of the *(Insert the name of the governing body)*.

Results of Vote _____ Yes _____ No

_____ Municipal Clerk

_____ Date

Note: If preferred, local governments can use their own letterhead, format or other local content that is consistent with the language and provisions contained in this sample adopting resolution.