

One Independence Mall
615 Chestnut Street, 6th floor
Philadelphia, PA 19106-4404



FEMA

August 4, 2023

The Honorable William Hollaway
Mayor
Town of Clifton
P.O. Box 309
Clifton, Virginia 20124

Community:	Town of Clifton, Fairfax County, Virginia Northern Virginia
PDC:	
Plan Adoption Date:	05/02/2023
Plan Approval Date:	02/23/2023
Plan Expiration Date:	02/22/2028

Dear Mayor Hollaway:

I am pleased to tell you that FEMA has approved your Hazard Mitigation Plan (HMP). The plan meets the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations ([44 CFR 201.6](#)). It addresses the required elements: planning process, risk assessment and hazard identification, mitigation strategy, maintenance and implementation, and adoption.

Your HMP also met the requirements to address all dam risks, based on the Fiscal Year 2022 Rehabilitation of High Hazard Potential Dams (HHPD) Notice of Funding Opportunity.

Participating communities are now eligible for FEMA non-emergency assistance and mitigation grants from the following programs:

- [Hazard Mitigation Grant Program \(HMGP\)](#)
- [Building Resilient Infrastructure and Communities \(BRIC\)](#)
- [Flood Mitigation Assistance \(FMA\)](#)
- [HHPD Grant Program](#)

Funding from these programs can be used for qualified mitigation planning and projects that reduce disaster losses and protect life and property from future disasters. Approved HMPs can also earn points under the [Community Rating System](#).

Within 5 years, your community must revise its plan and obtain approval to remain eligible for mitigation grant funding. You should review the plan annually to keep it relevant to the mitigation goals in your community. Please consider the enclosed recommendations to further strengthen your plan during its next update.

I commend you and the planning team for your hard work and continued commitment to building a safer, more resilient community. For questions about your plan or mitigation grant funding, please contact Debbie Messmer, State Hazard Mitigation Officer, at (804) 897-9975.

Sincerely,


A handwritten signature in black ink, appearing to read 'S Wolfe', written in a cursive style.

Sarah Wolfe, Branch Chief
Floodplain Management and Insurance Branch
FEMA Region 3

Enclosure


cc: Debbie Messmer, State Hazard Mitigation Officer, VDEM
Robert Hoffower, Disaster Response and Recovery Officer, Region 7, VDEM
Jake Kezele, Chief Regional Coordinator, Region 7, VDEM
Katie Kitzmiller, Deputy Emergency Management Coordinator, Prince William County


Region 3 Local Mitigation Plan Review Tool Annex: Recommendations for Improvement


Jurisdiction: Northern Virginia	Title of Plan: Northern Virginia Hazard Mitigation plan	Date of Plan: November 28, 2022
 Element A: Planning Process		
<input type="checkbox"/>	Promote open and inclusive public awareness of the hazard mitigation plan. Seek public comment through social media and online outreach.	
<input type="checkbox"/>	Expand the planning team to include a broad range of stakeholders. These can include the following: <ul style="list-style-type: none"> • Watershed organizations. • Business owners. • Regional planning councils. • Conservation districts. • Utility providers. • Economic development. • Land Use and development. Departments that issue permits. • Departments that regulate building codes. • Climate Experts. They can also include any other partners who can help with mitigation implementation and community outreach.	



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<input type="checkbox"/>	Reach out to the local media to increase public knowledge and participation.
<input type="checkbox"/>	Standardize long-term monitoring of hazard-related activities. Add mitigation values to community officials' roles. Keep momentum through engagement during the five-year planning cycle. Share reviews with the state and FEMA for training, funding, and mitigation actions.
<input type="checkbox"/>	Document the annual plan review meetings that should occur over the next five-year planning cycle. You can add sign-in sheets, agendas, meeting minutes, and progress reports to an appendix.
<input type="checkbox"/>	Add the mitigation strategy into current local planning mechanisms; document how this was done. Use the Plan Integration: Linking Local Planning Efforts document to learn how to link local planning mechanisms. You should add the mitigation strategy to the local comprehensive plan. It should inform land use and development.
 Element B: Hazard Identification and Risk Assessment	
<input type="checkbox"/>	Compare National Flood Insurance Program (NFIP) Insurance Policies in Force with insurable structures in the Special Flood Hazard Area (SFHA). This should be done to analyze flood insurance coverage.
<input type="checkbox"/>	The plan discusses insurance but doesn't go over Risk Rating 2.0 and the changes in the rating system. For example, RR 2.0 is not based on maps but on individual property risks.
<input type="checkbox"/>	Add and document new data you obtain or develop to the next plan update. Mitigation grant applications can use vulnerable structure data (i.e., lowest floor elevation, value, building materials) and similar information. Be sure to document more than one data set (i.e., TEIF vs. Hazus).
<input type="checkbox"/>	Consider using Non-Regulatory Flood Risk Products (NRFRLPs). These should help to establish opportunities to speak with local officials. They can help you learn more about specific structures' vulnerabilities within the planning area. They can also point out potential chances for mitigation.

<input type="checkbox"/>	<p>Find gaps or inaccuracies in existing data. These can include natural hazards data, GIS mapping, and research on successful risk reduction methods. Act to fill those gaps. Public agencies are key resources for data and technical information. They include regional planning agencies, geological surveys, forestry divisions, emergency management offices, dam safety agencies, and weather service offices. They can be at the regional, state, and federal government levels. Online resources can also be used for hazard data. The National Climatic Data Center (part of NOAA) is one such resource.</p>
<input type="checkbox"/>	<p>Learn the potential effects of future conditions. These could be changes in population, land use, weather, and natural disaster frequency and severity. Include details about how changing conditions could affect long-term community resilience.</p>
<input type="checkbox"/>	<p>Recommend tapping into some of the top CRS communities in the region to help other jurisdictions with best practices in enforcing their floodplain ordinance and have a good floodplain program.</p>
<div style="text-align: center;">  <p>Element C: Mitigation Strategy</p> </div>	
<input type="checkbox"/>	<p>Detail how each community manages the NFIP. Each should comply with the local floodplain ordinance. Each floodplain manager should fill out the NFIP survey. The survey will help identify how their communities comply with floodplain requirements and regulations.</p>
<input type="checkbox"/>	<p>Improve descriptions and connections between the outcome of the risk assessment/vulnerability analysis and the mitigation strategy. Content should flow from problem identification (risk/vulnerability) to mitigation strategy (goals/objectives/actions).</p>
<input type="checkbox"/>	<p>Use the four overarching hazard mitigation techniques. They are:</p> <ul style="list-style-type: none"> • Local Plans and Regulations. • Structure and Infrastructure. • Natural Systems Protection. • Education and Awareness. <p>Make sure the mitigation action plan includes actions that fall under all four groups. This will help you achieve a more robust mitigation strategy.</p>

<input type="checkbox"/>	<p>Not all the actions identified within each annex list a completion date. For example: Town of Clifton, Town of Herndon, and Town of Vienna have actions with no completion date identified. In addition, the Action Plan for Implementation and Integration sections of each annex do not describe timeframe for completions. Including this information helps decision makers understand what projects can be completed within a grant period of performance or may need to become phased projects, etc. It is critical information for prioritization of actions.</p>
 <p>Element D: Plan Review, Evaluation, and Implementation</p>	
<input type="checkbox"/>	<p>Use the Five-Year Planning Wheel. It reflects the regular development, implementation and enhancement of your hazard mitigation plan.</p>
<input type="checkbox"/>	<p>Submit annual progress reviews. Plan talks with the state and FEMA.</p>
<input type="checkbox"/>	<p>Review the Local Mitigation Planning Policy Guide. It will show you programmatic changes since the approval of your plan.</p>
<input type="checkbox"/>	<p>Reach out to your State Hazard Mitigation Planner 36 months from your plan's expiration date. That way, you can start the scope of work for your next update.</p>

Reach out to your State Hazard Mitigation Planner and State Hazard Mitigation Officer (SHMO). This should be done within one year of your plan's approval. Ask for a Plan Implementation and Grants Development (PIGD) Workshop. Note that workshop availability depends on your state's availability.

