

Chapter V. Action Plan

General recommendations for mitigation strategies appear in Chapter IV. This chapter converts those general recommendations to specific action items. Each action item is accompanied with the appropriate agencies and tentative suggested time frames in Section 5.1. Recommendations for monitoring and updating the plan to ensure effective plan implementation are outlined in Section 5.2.

The action items are aimed at carrying out all possible mitigation activities, either immediately or in the long term. For low priority strategies, this plan suggests activities that would improve information and help determine future courses of action. Actions for low priority strategies should not be overlooked since they need to be implemented when resources become available in the future.

5.1 Actions

The action items are organized by the implementing agency. *Figure 5.1* summarizes action items with suggested time frames and is organized by agencies appropriate for implementation.

Figure 5.1. Action Plan Summary

	Action Item	Suggested Time Frame	Lead Office
1	Hazard Mitigation Coordinator	Immediately after plan adoption	City of Urbana Building Safety Division
2	Shelter designation program: Identify existing buildings as shelters	Within 18 months of plan adoption	City of Urbana Fire Department and Building Safety Division
3	Consider incentives for shelters in multi family apartment complexes	1 year from plan adoption	City of Urbana Building Safety Division
4	Mobile Home Shelter Program	2 to 3 years after adoption	
5	Cost-Benefit Analysis of Buy-Out of Mobile Homes	1 to 2 years after adoption	
6	Floodplain Study Program	1 to 2 years after adoption	
7	Community Rating System	1 year from adoption	
8	Conduct zoning study for possible Transfer of Development Rights	1 year from adoption	
9	Create integrated information base for multi-hazard applications	1 year from adoption	City of Urbana <i>Coordinating Agency:</i> <i>Champaign County</i> <i>Regional Planning</i> <i>Commission</i>
10	Technical Assistance Program for upgrading URM buildings	6 months from adoption	City of Urbana Building Safety Division
11	Feasibility study of financial assistance to improve safety of existing buildings	1 year from adoption	
12	Financial Assistance Program for retrofitting URM buildings	1 year from adoption	
13	Certification Program for retrofitting URM buildings	1 year from adoption	
14	Ensure emergency backup power system for critical facilities	3 months from adoption	
15	Improve public awareness and education	1 year from adoption	City of Urbana Fire Department <i>Coordinating Agencies:</i> <i>Champaign County</i> <i>Emergency Services and</i> <i>Disaster Agency (ESDA),</i> <i>and American Red Cross</i>

Action Item 1. Hazard Mitigation Coordinator

Designate coordination of all mitigation activities to an existing staff member or appoint a new member. This is recognized as the most critical action to ensure that mitigation activities are implemented. It is also important for maintaining continuity and interest of the involved agencies. This is to be done immediately after plan adoption.

Action Item 2. Shelter Designation Program: Identify Existing Buildings As Shelters

Buildings that are easily accessible and have a relatively safe structure, a capacity to accommodate people, and favorable ownership should be designated as shelters and strengthened, if necessary.

Refer to Mitigation Strategy 2c, Section 4.2 in Chapter IV.

Suggested Time Frame: Initiate within 18 months of plan adoption.

Action Item 3. Consider Zoning Ordinance Amendment to Develop Incentives for Shelters for Multi-Family Apartment Complexes

These shelters could even consist of a strengthened hallway or the first floor of a multistory residential building. Incentives could include greater floor space; increased ground coverage, permitting mixed use, and/or granting a density bonus.

Refer to Mitigation Strategy 2b, Section 4.2 in Chapter IV.

Suggested Time Frame: One year from plan adoption.

Action Item 4. Mobile Home Shelter Program

This program is recommended to facilitate construction of shelters in mobile home parks. Issues include lack of space for shelters in existing mobile home parks and, most likely, an increase in monthly payments associated with the cost of the shelter. These issues need to be discussed among mobile home park owners, residents, city officials, and insurance companies to improve safety of mobile home park residents.

The program's activities should include:

- Pursue funding opportunities for shelters, such as hazard mitigation grants.
- Consider cost sharing by the City through the use of special funds, such as Community Development Block Grants.
- Consider zoning ordinance amendments to require shelters for new mobile home park developments.

Refer to Mitigation Strategy 3, Section 4.2 in Chapter IV.

*Reference: A Safe Place to Go (On the Line): The Mississippi Safe Room-Storm Shelter Initiative in Natural Hazards Observer.
Lee County Zoning Ordinance (Appendix B)*

Suggested Time Frame: Two to three years from plan adoption

Action Item 5. Cost-Benefit Analysis of Buy-Out of Mobile Homes

The City should study the costs and benefits of buy-out of mobile homes. There are four small mobile home parks remaining within the City limits and several additional parks just outside of the corporate limits.

Suggested Time Frame: One to two years from plan adoption.

Action Item 6. Floodplain Study

Further identification of properties in the floodplain is recommended to improve information on vulnerability and damage estimates. This would help to evaluate options of buy out, relocation, or other flood-proofing measures.

Consider applying to FEMA for a new flood insurance study or fund a private study. If the study is done to FEMA standards, it can be submitted to FEMA for a map revision. The City has begun the process of investigating remapping in conjunction with the City of Champaign and the University of Illinois.

Refer to Mitigation Strategy 4a, Section 4.3 in Chapter IV.

Reference: Illinois Home Study Course (www.illinoisfloods.org), Chapter 4 and 7.

Suggested Time Frame: One to two years from plan adoption.

Action Item 7. Community Rating System

The City should assess the potential benefits of the Community Rating System. If it appears to be beneficial, the City should consider applying for a flood insurance premium rate discount under the Community Rating System. The application should include all flood mitigation activities being implemented by the City and other agencies. Identify additional activities that could be employed in order to receive the next higher classification.

Refer to Mitigation Strategy 5b, Section 4.3 in Chapter IV.

Reference: Subdivision Design in Flood Hazard Areas

Floodplain Management: Local Floodplain Administrator's Manual

Suggested Time Frame: One year from plan adoption.

Action Item 8. Conduct Zoning Study for Possible Transfer of Development Rights

For transferring development rights of properties in the floodplain to other parts of the city, potential areas need to be identified to which development rights can be transferred. After identified zones are mapped, the City should consider appropriate zoning ordinance amendments.

Refer to Mitigation Strategy 1.b, Section 4.3 in Chapter IV.

Suggested Time Frame: One year from plan adoption.

Action Item 9. Create Integrated Information Base for Multi-Hazard Applications

For all mitigation activities and future planning decisions to be coordinated, an integrated information base is recommended. This information should be accessible to all relevant departments in the City and outside agencies. It could be developed as a common GIS database. This data should be integrated into the countywide GIS that is currently under development.

Refer to Mitigation Strategy 4c, Section 4.3 in Chapter IV.

Suggested Time Frame: One year from plan adoption.

Coordinating Agency: Champaign County Regional Planning Commission

Action Item 10. Technical Assistance Program

Initiate a technical assistance program for supporting wind storm resistant construction and upgrade unreinforced masonry (URM) structures to minimize earthquake damage:

- Dedicate staff for answering public queries.
- Organize workshops and public meetings for interested citizens and provide them with plans and technical advice.
- Provide information on the City's website.

Refer to Mitigation Strategy 2a, Section 4.4 in Chapter IV.

Reference: Planning for a Sustainable Future: the Link Between Hazard Mitigation and Livability (Section - Federal Technical Assistance and Funding).

Suggested Time Frame: Six months from plan adoption.

Action Item 11. Feasibility Study for Financial Assistance to Improve Safety of Existing Buildings

- Study feasibility of funding for wind resistant construction and construction of safe rooms.
- Study feasibility of low interest loan program to support upgrade of URM buildings.
- Explore funding opportunities from various federal, state, and private agencies

Refer to Mitigation Strategy 1b., 1c., Section 4.2 and Mitigation Strategy 2b., Section 4.4 in Chapter IV.

Reference: Planning for a Sustainable Future: the Link Between Hazard Mitigation and Livability (Section - Federal Technical Assistance and Funding), Interagency Hazard Mitigation Team Report: Long-term hazard mitigation alternatives and funding sources for State and local Governments

Suggested Time Frame: One year from plan adoption.

Action Item 12. Financial Assistance Program for Retrofitting URM Public Buildings

- Identify URM buildings with high public usage and function and prioritize them by use, occupancy and ownership.
- Provide financial support for upgrading critical municipal facilities with URM structure, if any.

Refer to Mitigation Strategy 2, Section 4.4 in Chapter IV.

Reference: Planning for a Sustainable Future: the Link Between Hazard Mitigation and Livability (Section - Federal Technical Assistance and Funding), Interagency Hazard Mitigation Team Report: Long-term hazard mitigation alternatives and funding sources for State and local Governments

Suggested Time Frame: One year from plan adoption.

Action Item 13. Certification Program

Recognize property owners who practice voluntary mitigation measures to motivate others. An award of a plaque or certificate could be considered.

Refer to Section 4.5 in Chapter IV.

Suggested Time Frame: One year from plan adoption.

Action Item 14. Protect Critical Facilities

- Maintain the list of critical facilities and ensure that all critical facilities have adequate emergency power systems on a regular basis.
- Ensure emergency access to critical facilities.

Refer to Mitigation Strategy 1b, Section 4.2 in Chapter IV.

Suggested Time Frame: Three months from plan adoption.

Action Item 15. Improve Public Awareness and Education

Periodically inform the public about the community's risks, ongoing mitigation activities, and the voluntary mitigation options and incentives made available by the City, e.g. benefits of moving away from floodplain, availability of plans, and other information for retrofitting URM buildings.

- Make information available online.
- Organize special meetings and information sessions for the various focus groups.
- Encourage business and industry owners to prepare an emergency management plan for their property.

Refer to Section 4.5 in Chapter IV.

Reference: Emergency Management Guide for Business & Industry Hazard Mitigation Strategy Report and Planning Guidance

*Suggested Time Frame: One year from plan adoption.
Coordinating Agency: Champaign County Emergency Services and Disaster Agency
(ESDA), American Red Cross.*

5.2 Monitoring and Evaluation

It is recommended that the plan be reviewed on a yearly basis and updated every five years. The City's Planning Division staff will be responsible for facilitating the plan update process, which can be coordinated with the Urbana Comprehensive Plan review and update process. This plan should be incorporated into the Comprehensive Plan as a stand-alone element that represents the hazard component. It is recommended that the City's Plan Commission review this plan on an annual basis along with other planning efforts. The formation of a hazard committee that meets annually or semiannually would facilitate this process and be the responsibility of Planning Division staff.

As with all of the City's comprehensive planning activities, any adoption or amendment to the Hazard Mitigation Plan would occur as part of a public hearing process before the Urbana Plan Commission, with notification to media and to interested parties. Regular plan review activities are also noticed as a part of the regular agenda for Plan Commission and/or City Council meetings. All of the Urbana Plan Commission and City Council meetings are open to the public and televised on a local cable access channel. The City's Planning Division staff will seek public input through public notices, announcements, and presentations to interested civic groups. In addition, the Hazard Mitigation Plan will be available for public review through posting at the City's website (www.city.urbana.il.us) and placement at the Urbana Free Library and City Building. The City provides electronic copies (CD-ROM) of planning documents free of charge and can also provide hard copies for the cost of reproduction or as a loan copy.

A standard survey or document review form should be created and used to easily facilitate the update each term. The updated document may be used to summarize the accomplishments of the past year and help the community to prioritize community mitigation goals for the next year. If the document results in changes to the plan, it is then subject to the standard review processes of the Plan Commission and City Council.

Revised plans should be forwarded to the Illinois Emergency Management Agency (IEMA) for review and approval for the Hazard Mitigation Grant Program and other possible funding sources.

The Mitigation Plan also should be updated when a disaster occurs in the community, whether or not it receives a Presidential Declaration. It is recommended that the update be completed as soon as possible, but by no later than the end of the calendar year following the calendar year in which the disaster occurs. The earlier the plan is amended, the sooner funding would become available.