



SECTION 7. PLAN MAINTENANCE PROCEDURES

This section details the formal process that will ensure that the Floodplain Management Plan (FMP) remains an active and relevant document. The plan maintenance process includes a schedule for monitoring and evaluating the plan on an ongoing basis and producing an updated plan every 5 years. In addition, this section describes how public participation will be integrated throughout the plan maintenance and implementation processes. It explains how the action plan outlined in Section 6 will be incorporated into existing planning mechanisms and programs, such as comprehensive planning processes, capital improvement planning, and building code enforcement and implementation. The plan's format allows sections to be reviewed and updated when new data become available, resulting in a plan that will remain current and relevant.

7.1 Monitoring, Evaluating, and Updating the Plan

This section presents the plan maintenance process that includes the following (CRS Step 10):

- A section describing the method and schedule of monitoring, evaluating, and updating the FMP over a 5-year cycle
- A process by which the Township incorporates the requirements of the FMP into other planning mechanisms, when appropriate
- A discussion on how the Township will continue public participation in the plan maintenance process.

The plan maintenance strategy is the formal process used to ensure that the FMP remains active and relevant, and that the Township of Brick maintains credit for the FMP in the Community Rating System (CRS) Program. It includes a schedule for monitoring and evaluating the plan annually and producing an updated plan every 5 years. The strategy also describes how public participation will be integrated throughout the plan maintenance and implementation processes. It explains how the mitigation strategies outlined in this plan will be incorporated into existing planning mechanisms and programs, such as comprehensive land-use planning processes, capital improvement planning, and building code enforcement and implementation. The plan's format allows sections to be reviewed and updated when new data become available, resulting in a plan that will remain current and relevant.

7.1.1 Monitoring

The Planning Committee will be responsible for monitoring progress on and evaluating the effectiveness of the FMP as well as documenting annual progress. The Planning Committee will meet quarterly to discuss floodplain management issues.

Understanding that individual commitments change over time, each member of the Planning Committee is responsible for informing the Township of Brick CRS Coordinator of any changes in participation by formal letter. The CRS Coordinator will strive to keep the Planning Committee a uniform representation of planning partners and stakeholders within the Township, such that at least half of the members of the Planning Committee come from outside Township government. The CRS Coordinator will maintain the current membership of the Planning Committee in publicly accessible Township records.

The Planning Committee representatives will be expected to document the following, as needed and as appropriate:

- Flood-related hazard events and losses occurring in the Township, including their nature and extent, and the effects that flood mitigation actions have had on impacts and losses;



- Progress on the implementation of actions, including efforts to obtain outside funding;
- Any obstacles or impediments to the implementation of actions;
- Additional actions believed to be appropriate and feasible; and
- Public and stakeholder input and comment on the FMP.

7.1.2 Evaluating

The evaluation of the FMP is an assessment of whether the planning process and actions have been effective, if the FMP goals are being reached, and whether changes are needed. The FMP will be evaluated on an annual basis to determine the effectiveness of the actions, and to reflect changes that may affect priorities or available funding. Quarterly Planning Committee meetings will include the following topics:

- Summary of any flood hazard events that occurred during the performance period and the impact these events had on the planning area;
- Review of mitigation success stories;
- Review of continuing public involvement;
- Brief discussion about why targeted strategies were not completed;
- Re-evaluation of the action plan to determine if the timeline for identified projects needs to be amended (such as changing a long-term project to a short-term one because of new funding);
- Recommendations for new projects;
- Changes in or potential for new funding options (grant opportunities); and
- Impact of any other planning programs or initiatives that involve flood-related hazard mitigation.

The CRS Coordinator will prepare an annual progress report to document action updates to the FMP based on the quarterly plan review meetings. The progress report will be publicly available and should be:

- Posted on the Township website page dedicated to floodplain management;
- Provided to the local media through a press release;
- Presented to the Township Council to inform them of the progress of mitigation initiatives implemented during the reporting period;
- Provided to the public library; and
- Provided as part of the CRS annual re-certification package.

The CRS Program requires an annual recertification to be submitted by October 1 of every calendar year for which the community has not received a formal audit. To meet this recertification timeline, the Planning Committee will strive to complete progress reports between June and September each year. A template progress report is included in Appendix F.

7.1.3 Updating

The Township of Brick intends to update the FMP on a 5-year cycle from the date of initial plan adoption (CRS Step 10). Full updates of the FMP will be initiated in the fourth year following plan approval, to ensure that the updated FMP can be adopted prior to the existing FMP's expiration. This cycle may be accelerated to less than 5 years based on the following triggers:

- A Presidential Disaster Declaration that impacts the Township;
- Implementation of a mitigation project that greatly modifies the flood hazard;
- A hazard event that causes loss of life; or
- Adoption of an update to the Township's master plan.



Updates to the FMP will, at a minimum, include the following elements:

- The update process will be convened through the FMP Planning Committee.
- The risk assessment will be reviewed and, if necessary, updated using best available information and technologies.
- The action plan will be reviewed and revised to account for any initiatives completed, dropped, or changed and to account for changes in the risk assessment or new policies identified under other planning mechanisms (such as the comprehensive plan).
- The draft update will be sent to appropriate agencies and organizations for comment.
- The public will be given an opportunity to comment on the update prior to adoption.
- The Township Council will adopt the updated plan.

7.2 Plan Implementation

The effectiveness of the FMP depends on its implementation and incorporation of its action items into existing local plans, policies, and programs. Together, the action items in the FMP provide a framework for activities that the Township of Brick can implement over the next 5 years. The Planning Committee has established goals and objectives and have prioritized mitigation initiatives that will be implemented through existing plans, policies, and programs. Further, the sample adoption resolution (located in Appendix G) includes an item stating the intent of the Township Council to incorporate the FMP as an integral component of government and partner operations.

The principal role of the Planning Committee in this plan maintenance strategy will be to review the progress reports and provide input to the CRS Coordinator on possible enhancements to be considered at the next update. Future plan updates will be overseen by the Planning Committee.

7.2.1 Incorporation into Other Planning Mechanisms

The information on hazard, risk, vulnerability, and mitigation contained in this plan is based on the best science and technology available at the time this plan was prepared. The Township of Brick Master Plan (2018 Reexamination Report) is considered to be an integral part of this plan. Additionally, the Township, through adoption of a flood damage prevention ordinance incorporated into the Township building code, has planned for the impact of flooding. The plan development process provided the opportunity to review and expand on policies in these planning mechanisms. The 2018 Master Plan Reexamination Report and the FMP are complementary documents that work together to achieve the goal of reducing risk exposure. Adoption of new elements of the Master Plan draft may trigger an update to the FMP.

Other planning processes and programs to be coordinated with the recommendations of the FMP include the following:

- Ocean County Hazard Mitigation Plan
- Emergency Operations Plan
- Capital improvement plans
- Township codes and ordinances
- Community design guidelines
- Community recovery and resiliency plans
- Watershed management plans
- Stormwater management plans
- USACE studies and plans



Some action items do not need to be implemented through regulation. Instead, they can be implemented through the creation of new educational programs, continued interagency coordination, or improved public participation. As information becomes available from other planning mechanisms that can enhance this plan, that information will be incorporated during the update process.

7.3 Continued Public Involvement

The public will continue to be apprised of the plan's progress through the Township of Brick floodplain information page of the Township website and by providing copies of the progress reports to the media. The website will not only house the final plan and progress reports, it will become the one-stop shop for information regarding the plan and plan implementation. Copies of the plan and progress reports will be available at the Township of Brick Land Use Department and in the Ocean County Public Library.

The Township of Brick CRS Coordinator will be responsible for receiving, tracking, and filing public comments on the FMP. The public will have the opportunity to comment on the plan at the review meeting of the FMP and during the 5-year plan update. Additional meetings may also be held as deemed necessary by the Committee. The purpose of these meetings would be to provide an opportunity for the public to express concerns, opinions, and ideas about the plan.

During future FMP updates, a new public involvement strategy will be initiated based on guidance from a new Planning Committee. This strategy will be based on the needs and capabilities of the Township of Brick at the time of the update. At a minimum, this strategy will include the use of local media outlets within the Township.